

**MANAV RACHNA INTERNATIONAL SCHOOL
SECTOR-14, FARIDABAD**

1. Name of the School with Address : **Manav Rachna International School, Sector – 14,
Faridabad, Pincode – 121007**
 - (i) E-mail : **info.mris14@mris.edu.in**
 - (ii) Phone No : **0129 – 4197200**
 - (iii) Fax No : **-----**

2. Year of establishment of School : **1983**

3. Whether NOC from State/ UT or recommendation of Embassy of India obtained? : **Yes**
 - (i) NOC No. : **13/64-2006-PS(2)**
 - (ii) NOC issuing date : **01.02.2007**

4. Is the School is recognized , if yes by which Authority : **Central Board of Secondary
Education**

5. Status of Affiliation : **Provisional Affiliation**
 - (i) Affiliation No : **530033**
 - (ii) Extension of Affiliation upto : **31st March, 2018**

6. Name of Trust/ Society/ Company Registered
under Section 25 of the Company Act, 1956 : **Lala Madhoram Charitable Trust**

7. List of members of School Managing Committee : **Annexure I**

8. Name of the Chairman : **Dr. Amit Bhalla**
Official Address : **Manav Rachna International School,
Sector - 14, Faridabad**
E-mail : **vp@mriu.edu.in**
Phone No : **0129-4198200**
Fax No : **0129-4198111**

9. Area of School Campus

- (i) In Acres : **05 acres**
- (ii) In sq. mtrs. : **20235**
- (iii) Built up area (sq. mtrs.) : **11845.46 sq mtrs**
- (iv) Playground area : **8389.54 sq mtrs**
- (v) Other facilities
- (i) Swimming Pool : **Available**
- (ii) Sports Facilities : **Badminton, Table Tennis, Chess, Shooting Range, Lawn Tennis, Basketball, Football, Skating, Kick Boxing, Taekwondo.**
- (iii) Dance Rooms : **Available**
- (iv) Gymnasium : **Not Available**
- (v) Music Rooms : **Available**
- (vi) Hostels : **N.A.**
- (vii) Health and Medical Check up : **Available**

10. Details of Fee Structure for the session **2016 – 2017**

Class	Admission Fee (Rs.)	Security Charges (Rs.)	Annual Charges (Rs.)		Quarterly Fee (Rs.)	
Pre Nursery To VIII	70000/-	20000/-	Curriculum Development & Support Fee	6000/-	ICT Enablement Fee	1900/-
			Examination Fee	2500/-	Infrastructure Development & Maintenance Fee	4400/-
			Magazine / Reporter	500/-	Tuition Fee	17600/-
			Medical Fee	500/-		
			Total	9500/-	Total	23900/-
IX- X	70000/-	20000/-	Curriculum Development & Support Fee	6000/-	ICT Enablement Fee	1900/-
			Examination Fee	2500/-	Infrastructure Development & Maintenance Fee	4400/-
			Magazine / Reporter	500/-	Tuition Fee	17600/-
			Medical Fee	500/-	Lab/Practical Charges	500/-
			Total	9500/-	Total	24400/-
XI-XII (Arts/Commerce)	20000/-	15000/-	Curriculum Development & Support Fee	6000/-	ICT Enablement Fee	1200/-
			Examination Fee	2500/-	Infrastructure Development & Maintenance Fee	4400/-
			Magazine / Reporter	500/-	Tuition Fee	17600/-
			Medical Fee	500/-	Lab/Practical Charges	500/-
			Total	9500/-	Total	23700/-
XI-XII (Medical/Non Medical)	20000/-	15000/-	Curriculum Development & Support Fee	6000/-	ICT Enablement Fee	1200/-
			Examination Fee	2500/-	Infrastructure Development & Maintenance Fee	4400/-
			Magazine / Reporter	500/-	Tuition Fee	17600/-
			Medical Fee	500/-	Lab/Practical Charges	1500/-
			Total	9500/-	Total	24700/-

11. Transport Facility

- (i) Own buses : 34
(ii) Details of transport charges : **Annexure II**

12. Particulars of teaching & Non-teaching staff : **Annexure III**

13. Mode of Payment of Salary : **Bank Transfer**

14. Library Facilities

- (i) Size of library in sq. feet : **864 and 53 x 22 feet**
(ii) No. of Dailies / Magazine : **14**
(iii) No. of Reference books class –wise : **10175**
(iv) Newspapers : **16**

15. Name of the Grievance/redressal Officer : **Mrs. Minakshi Sharma**

- (i) E-mail : **minakshi.mris14@mrisc.edu.in**
(ii) Phone No : **0129-4197200**
(iii) Fax No : **0129-4197222**

16. Members of Sexual Harassment Committee :

- (i) **Dr Chavi Sharma** - **Chairperson (Dean FMS)**
(ii) **Ms. Payal** - **Member (Central HR Department)**
(iii) **Dr. Kameshwar** - **Member (Legal Advisor)**
(iv) **Ms. Shalini Sharma** - **Member (NGO Safe City , New Delhi)**
(v) **Ms. Goldy Malhotra** - **Member (Director, Administration, MRIS)**

17. Section wise enrolment for 2016 - 2017 : (as on 01.08.2016) : **Annexure IV**

18. Academic Session Period : **01st April to 31st March**

19. Vacation Period : **Annexure V**

20. Admission Period

- (i) **Pre-nursery to V** : **Sept to Oct**
- (ii) **VI to IX** : **November to January**
- (iii) **XI** : **June**

ANNEXURE I

MEMBERS OF SCHOOL MANAGEMENT COMMITTEE

S.no.	Name	Designation with Address
1	Dr. Amit Bhalla	Chairman, H.No. 1073, Sec-16 Faridabad
2	Dr. M.M. Kathuria	Member, H.No. 2197, Sec-9 , Faridabad
3	Ms. Dolly Gulati Agnihotri	Principal, Kendriya Vidyalaya No.1
4	Dr. Ambika Kalra	Principal, Kendriya Vidyalaya No.2
5	Mr. Atul Kalra	Member, H.No. F-1172 C R Park, New Delhi
6	Mrs. Dhriti Malhotra	Principal, Manav Rachna International School, Sector – 46, Gurgoan
7	Mrs. Sanyogita Sharma	Principal, Manav Rachna International School, Erose Garden Charmwood, Faridabad
8	Dr. Chavi Bhargava Sharma	Member, 11, Vivekanand Marg, C-5 Scheme, Jaipur
9	Mr. Sandip Mehra	Parents Representative, H.No. 395, Sector–16, Faridabad
10	Ms. Anju	Parents Representative, H. No. 614, Sec-22 Faridabad
11	Mr. B. K. Verma	Teachers Representative
12	Dr. Shalini Bindra	Teachers Representative
13	Mrs. Mamta Wadhwa	Principal - Member Secretary, Manav Rachna International School, Sector – 14, Faridabad

ANNEXURE II

TRANSPORT CHARGES FOR THE SESSION 2016-17

S no.	Slab	Area covered	Fee per month (Rs.)
1	I	SEC-14	1210
2	II	SEC-15, 16, 17	1540
3	III	SEC- 9, 10, 11, 12, 18,19,28,29	1760
4	IV	SEC-4,7,8,21,22,23,30,31 NIT-1,2,3,4,5, Neharpar sectors	1870
5	V	SEC-34,35,37,46, 48, 55,SEC-2,3,Ballabgarh, Sainik colony	1980
6	VI	Green Field, Green Valley	2530

- Note**
- 1 BUS WILL STOP AT SPECIFIED BUS STOPS ONLY.**
 - 2 ONE MONTH PRIOR NOTICE IS REQUIRED FOR WITHDRAWL OF BUS FACILITY.**
 - 3 BUS FACILITY CAN BE WITHDRAWN AT THE END OF QUARTER ONLY.**
 - 4 PARENTS MUST CARRY ESCORT CARD TO PICK THEIR WARD**

ANNEXURE III

PARTICULARS OF TEACHING STAFF

Srno	Employee Name	Designation
1	AARTI RATRA	PGT
2	AMIT SHARMA	PGT – SPORTS
3	APRAJITA	PGT – ENGLISH
4	ARCHANA AGGARWAL	PGT
5	KAVITA SHARMA	PGT-CHEMISTRY
6	MANI MARWAH	PGT
7	MONICA HANS	PGT - COMMERCE
8	MONICA KUMAR	PGT – ENGLISH
9	NILISHA KHANNA	PGT
10	PRIYANKA KALRA	PGT
11	RAJESH KUMAR	PGT - ACCOUNTS
12	RAJIKA KOCHAR	PGT - ECONOMICS
13	RAJNI BHANDULA	PGT-CHEMISTRY
14	RENU CHATURVEDI	PGT - HOME SCIENCE
15	SARIKA RAHUL CHOPRA	PGT - COMPUTERS
16	SHARWAN CHHABRA	PGT – PHYSICS

17	SHIKHA BANSAL	PGT - ECONOMICS
18	TANUJ SHARMA	PGT+HOD SPORTS
19	VISHAL KAPOOR	PGT - ACCOUNTS
20	ANAMIKA THAKUR	TGT
21	ANJALI KATARIA	TGT
22	ARINDAM SARKER	TGT
23	CHARU AGRAWAL	TGT-ENGLISH
24	GAYETRI PARASHAR	TGT
25	GEETANJALI KHETARPAL	TGT - SOCIAL SCIENCE
26	GEETANJALI SHARMA	TGT
27	JYOTI SHARMA	TGT
28	KANIKA SHARMA	TGT-COMPUTERS
29	KIRAN PUNDIR	TGT – MATHS
30	KIRTI MALIK	TGT
31	KSHAMA LAKHANPAL	TGT
32	MANAS KUMAR SAMANTA	TGT – SANSKRIT
33	MEENA SAXENA	TGT
34	MEENAKSHI	TGT
35	MEERA GUPTA	TGT
36	MONA CHADHA	TGT - MATHS AND FRENCH
37	MRIDUL SINGH	TGT - SOCIAL SCIENCE

38	MUKTA CHOUDHARY	TGT
39	NEELIMA CHAKRABORTY	TGT
40	NEHA GUPTA	TGT
41	PARAMITA CHAKRABORTY	TGT
42	PREMA JITHESH	TGT
43	PURNIMA SAMUEL MALHOTRA	TGT
44	RACHNA JOSHI	TGT - SOCIAL SCIENCE
45	RUCHI KOHLI	TGT
46	SARITA NAGPAL	TGT
47	SHAMMA	TGT
48	SHAVETA BHATIA	TGT
49	SHIKHA BHARGAVA	TGT
50	SHILPEE RANA	TGT
51	SHIVANI GUPTA	TGT
52	SHIVANI SHARMA	TGT
53	SIMRAN CHOPRA	TGT
54	SONIA KAUSHAL	TGT – SCIENCE
55	SUDESHNA BANERJEE	TGT
56	SUJATA KUMARI	TGT
57	VIBHA SHARMA	TGT – HINDI
58	AARTI BERRY	PRT

59	ANAMIKA CHOWDHURY	PRT
60	ANJU AGRAWAL	PRT – ENGLISH
61	ANUGRAH SHARMA	PRT
62	ARCHANA DHIMAN	PRT
63	ARUNA YADAV	PRT
64	ASHIMA ARORA	PRT
65	ASHIMA BAKSHI	PRT
66	AYUSHI AGGARWAL	PRT-COMPUTER
67	AYUSHI GUJRAL	PRT
68	BHAWNA DHAIN	PRT
69	CHANDA SHARMA	PRT – MATHS
70	DHWANI SINDHU	PRT
71	DIKSHA SOOD	PRT
72	DIVYA MITTAL	PRT
73	GEETI SABHA CHANDANI	PRT
74	GEETIKA NAYAR	PRT
75	GURPREET KAUR WASON	PRT
76	HIMANSHI ARORA	PRT
77	KANIKA MATHUR	PRT
78	KAVITA	PRT
79	KIRTI GANDHI	PRT

80	MAMTA BHATIA	PRT
81	MAMTA MITTRA	PRT
82	MANISHA MUKHERJEE	PRT – HINDI
83	MANOJ PAHUJA	PRT
84	MANSI	PRT
85	MEENAKSHI SEHGAL	PRT
86	MEGHA MITTAL	PRT
87	MEHAK GULATI	PRT
88	MINI CHANDIOK	PRT
89	MONIKA SHARMA	PRT
90	NAMITA JULKA	PRT
91	NEEELAM MALHOTRA	PRT
92	NEELU DHIMAN	PRT
93	NEHA BAGGA	PRT
94	NIDHI GARG	PRT
95	NISHA CHAUDHARY	PRT
96	PALLAVI KAPOOR	PRT
97	PARIDHI GUPTA	PRT
98	PARVEEN KUMAR	PRT
99	POOJA SACHDEVA	PRT
100	PRACHI PANDEY	PRT

101	PREETI ARORA	PRT
102	PREETI MADHURA	PRT
103	PRERNA KHATRI	PRT
104	PRIYANKA MALHOTRA	PRT
105	PRIYANKA SIDANA	PRT
106	RAMIT KAUR	PRT
107	RANJANA VERMA	PRT
108	RICHA CHOPRA	PRT
109	RINKEY GURUNG	PRT
110	RITI SOOD	PRT
111	RUCHI NALWA	PRT
112	RUCHIKA KHERA	PRT
113	SAMTA ARYA	PRT
114	SANDEEPA SHARMA	PRT – ENGLISH
115	SANTOSH DUA	PRT
116	SHALINI CHOITHWANI	PRT
117	SHELIZA KATYAL	PRT
118	SHIKHA JINDAL	PRT-COMPUTER
119	SHILPI KHANNA	PRT – ENGLISH
120	SHIVANI MADNANI	PRT
121	SHRADHA SETH	PRT

122	SHRUTI TOSH	PRT
123	SHWETA RAJPUT	PRT
124	SONIA CHAWLA	PRT
125	SONIA SHARMA	PRT
126	SONIA VERMA	PRT
127	SURBHI BHATIA	PRT
128	SUSMITA DAS	PRT – MATHS
129	SWAPNIL SHRIVASTAVA	PRT
130	SWATI GUPTA MALHOTRA	PRT
131	TANUJA DHAWAN	PRT-ART N CRAFT
132	UJJWALA BEHAL	PRT
133	VARSHA AHUJA	PRT
134	VINEETA GOEL	PRT
135	YAASHEKA MALIK	PRT
136	AKANKSHA SOOD	PRE PRIMARY TEACHER
137	ANJILI SINGH	PRE PRIMARY TEACHER
138	ARPAN SINGH	PRE PRIMARY TEACHER
139	DHRUVA DAYAL	PRE PRIMARY TEACHER
140	INDERPREET KAUR	PRE PRIMARY TEACHER
141	KAPILA BHARDWAJ	PRE PRIMARY TEACHER
142	KOMAL ARORA	PRE PRIMARY TEACHER

143	KUNJU GOSAIN	PRE PRIMARY TEACHER
144	NEENU BANSAL	PRE PRIMARY TEACHER
145	POOJA ARORA	PRE PRIMARY TEACHER
146	POOJA DAHIYA	PRE PRIMARY TEACHER
147	PRAKRITI DHAWAN	PRE PRIMARY TEACHER
148	PREETI RATRA	PRE PRIMARY TEACHER
149	PUJA BANSAL	PRE PRIMARY TEACHER
150	RACHITA VASISHT	PRE PRIMARY TEACHER
151	RAKHI TANDON	PRE PRIMARY TEACHER
152	RASHI MOHLA	PRE PRIMARY TEACHER
153	RASHMI JAITLEY	PRE PRIMARY TEACHER
154	SAMEERA WADHWA	PRE PRIMARY TEACHER
155	SHWETA SHARMA	PRE PRIMARY TEACHER
156	SNEH MONGA	PRE PRIMARY TEACHER
157	SONA ANAND	PRE PRIMARY TEACHER
158	SONAL SHARMA	PRE PRIMARY TEACHER
159	SONALI ARORA	PRE PRIMARY TEACHER
160	VRITI KALRA	COUNSELOR
161	ALIVA GHOSH	DANCE TEACHER
162	ANITA GHAI	LIBRARIAN
163	REKHA MEHTA	MEDICAL OFFICER

164	AYUSHI MUNJAL	MUSIC TEACHER
165	RITESH KUMAR	MUSIC TEACHER
166	PRIYA BISHT	SPECIAL EDUCATOR
167	SWINKY MALIK	SPECIAL EDUCATOR
168	VRINDA MALIK WADHWA	SPECIAL EDUCATOR
169	AKRITI MALHOTRA	CO-TEACHER PPT
170	ANJALI GULATI	CO-TEACHER PPT
171	ASHIMA BHATIA	CO-TEACHER PPT
172	KHUSHBOO GROVER	CO-TEACHER PPT
173	MANITA SONI	CO-TEACHER PPT
174	NAMRATA BAJPAI	CO-TEACHER PPT
175	PRIYANKA CHHABRA	CO-TEACHER PPT
176	RITIKA BHATIA	CO-TEACHER PPT
177	SHRETIMA SETHI	CO-TEACHER PPT
178	SUKRITI CHAWLA	CO-TEACHER PPT
179	VARSHA DAFTUAR	CO-TEACHER PPT

PARTICULARS OF NON-TEACHING

1	MAMTA WADHWA	PRINCIPAL
2	BIMAL KUMAR VERMA	PROCTOR
3	MINAKSHI SHARMA	HEADMISTRESS
4	DR. SHALINI BINDRA	HEADMISTRESS
5	MONIKA KATHURIA	HEADMISTRESS PRIMARY SCHOOL
6	SANDEEP KUMAR SHARMA	SENIOR MANAGER ADMINISTRATION
7	MANJU SHARMA	ADMINISTRATIVE OFFICER
8	MEENA KHANNA	CO-ORDINATOR ACADEMICS
9	RISHIPAL UJAINWALA	STORE INCHARGE
10	NUPUR SAHARAN	ADMISSION COUNSELOR
11	A K GUPTA	SITE. ENGG
12	RITU VIJ	PA TO PRINCIPAL
13	SARITA NAGPAL	EXECUTIVE
14	GIRISH CHANDRA THAKUR	ESTATE & TRANSPORT OFFICER
15	RUPESH KUMAR	ACCOUNTS EXECUTIVE
16	VISHAL CHOPRA	ASSISTANT MANAGER
17	YASIR KHAN	ASSISTANT MANAGER
18	ASHA RAGHAV	OFFICE EXECUTIVE
19	SNEHA SEHGAL	FRONT DESK EXECUTIVE
20	POOJA BHALLA	FRONT DESK EXECUTIVE
21	CHANDER BHAN GOYAL	EXECUTIVE
22	ANIL	ASSISTANT SYSTEM ANALYST
23	J. D. ARORA	OFFICE EXECUTIVE
24	SURENDER SINGH	SUPERVISOR TRANSPORT

25	PARAS RAM	JUNIOR ELECTRICIAN
26	RAMNARESH SINGH	PEON
27	RAKHI	MAID
28	PREM BAHADUR	JUNIOR ELECTRICIAN
29	VISHNU THAPA	COOK

SUPPORT STAFF

***(Lab Assistant /Peons / Drivers / Conductors / Maids / Sweepers / Gardeners /
Security Guard/ Electricians)***

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ANNEXURE IV

SECTION WISE ENROLLMENT for the session 2016 - 2017

Class	Section	Strength
Pre-Nursery	05	74
Nursery	08	190
KG	08	204
I	08	229
II	08	237
III	07	250
IV	07	218
V	08	247
VI	09	281
VII	08	237
VIII	08	215
IX	05	143
X	04	104
XI	06	93
XII	06	111

ANNEXURE V

LIST OF HOLIDAYS (2016 – 2017)

S.No	Occasion	Date	Day
1	Ambedkar Jayanti	14-April-16	Thursday
2	Ram Navmi	15-April-16	Friday
3	Id-ul-Fitr	6-July-16	Wednesday
4	Independence Day	15-Aug-16	Monday
5	Rakshabandhan	18-Aug-16	Thursday
6	Janamashthami	25-Aug-16	Thursday
7	Idu'l Zuha	12-Sept-16	Monday
8	Gandhi Jayanti	2-Oct-16	Sunday
9	Dussehra	11-Oct-16	Tuesday
10	Karvachauth	19-Oct-16	Wednesday
11	Diwali	30-Oct-16	Sunday
12	Vishwakarma/ Goverdhan Puja	31-Oct-16	Sunday
13	Bhaiya Dooj	01-Nov-16	Tuesday
14	Guru Nanak Jayanti	14-Nov-16	Monday
15	Christmas	25-Dec-16	Sunday
16	Republic Day	26-Jan-17	Thursday
17	Maha Shivratri	25-Feb-17	Saturday
18	Holi	13-Mar-17	Monday

Summer Break:

Early Years onwards	22 ND May (Monday) – 2 nd July (Saturday). School reopens on 04 th July (Monday)
Class XII	1 st June (Wednesday)– 25 th June (Saturday). School reopens on 27 th June (Monday)
Dussehra Break	8 th Oct (Saturday) –11 th Oct (Tuesday). School reopens on 12 th Oct (Wednesday)
Diwali Break	29 th Oct (Saturday) – 1 st Nov (Tuesday). School reopens on 2 nd Nov (Wednesday)
Winter Break	31 st Dec (Saturday) – 7 th Jan'17 (Saturday). School reopens on 9 th Jan'17 (Monday)