



SNGCS/STFF/25-26/17

Tuesday, 10th February, 2026

Subject: Allotment of CBSE Board Examination Duty

Dear Secondary Teachers,

This is to inform all concerned that the following teachers have been allotted CBSE Board Examination duty to accompany students during the Board Examinations.

The teachers listed below are requested to report to the school sharp at 7:00 a.m. on the scheduled examination days to ensure smooth coordination and timely departure to the allotted examination centre. They are expected to maintain discipline, assist students as required, and strictly adhere to CBSE guidelines throughout the examination process.

Sr.no	Date	Name of the Teacher
1	17/02/2026	Mrs Sarita / Ms Saba
2	21/02/2026	Mrs Sudha / Ms Manisha Rajman
3	23/02/2026	Mrs Usha
4	25/02/2026	Mrs Ashvini / Mrs Monika
5	27/02/2026	Mrs Foram / Mrs Ruba
6	02/03/2026	Mrs Manisha Yadav / Mrs Madhubala
7	07/03/2026	Mrs Soumya Tiwari / Mrs Manali

Note: Any changes in the duty list may be made as required by the Principal.

All concerned teachers are requested to take note and cooperate for the smooth conduct of the Board Examinations.

Warm regards,
Deepa Jayaroy
Principal
S.N.G.C.S.

“A step away from sugar, a step toward health.”