

Transport Committee Meeting

Date : 27th August 2022

Time : 11:00 am

Venue : Director's Cabin, The Orchid School

Members Present for the meeting-

1. Mrs. Sangeeta Kapoor	-	Principal	-	Chairman
2. Mrs. Atreyi Saha	-	Vice Principal	-	Vice Chairman
3. Mr. Sunil Kale	-	Admin Unit Head	-	Member
4. Mr. ASI Dhanaji Kakde	-	Representative of Police	-	Member
5. Mr. Krishnat Bamnikar	-	RTO Representative	-	Member
6. Mr. Suryakant Magar	-	Transport Vendor	-	Member
7. Ms. Chaitali Savala	-	Teacher	-	Member
8. Ms. Supriya Khanolkar	-	PTA Member	=-	Member
9. Ms. Sonali Khambete	-	Teacher & Parent	-	Member

First Transport committee meeting for the Academic Year 2022-23 conducted today i.e. 27th August 2022 at 11:00 am.

1. Welcome and Transport Committee meetings.

Mrs. Sangeeta Kapoor, Principal welcome all members.

2. The police representative ASI Dhanaji Kakde raised the point regarding undisciplined parking by the parents of the school. He said please issue a circular letter to all parent for parking their owned vehicles in a discipline manner otherwise they will be penalised.

3. Mrs. Sangeeta Kapoor instructed to committee members to do the surprise check of buses and the following have to be checked :-

- RTO norms following or not.
- Documentation of Buses.
- Documentation of Drivers & Lady Bus Attendant and their Police Verification.
- Contract document.
- Safety & Security.
- Check the quality of buses, CCTV, GPS functional or not functional.

4. Mrs. Sangeeta Kapoor, Principal also suggested to add one more parent in the committee as a member.

5. Mrs. Sangeeta Kapoor, Principal instructed to the bus vendor Mr. Suryakant Magar to remove the name of other schools from the buses and put our school's name and also put one more school name board on back side of all buses.

6. Mrs. Sangeeta Kapoor also instructed to the members to take a monthly transport committee meeting.