

## LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

(4.4.2) The College has various committees to maintain the infrastructure of the college Maintenance Committee, library committee, Sport committee, IT initiative and website committee that oversees the maintenance of buildings, classrooms and laboratories etc. The Maintenance committee is headed by the Office Superintendent who in turn monitors the work of the Supervisor at the next level. The Supervisor is accountable to the Office Superintendent and functions as the coordinator who efficiently organizes the workforce, maintaining duty files containing details about their individual floor - wise responsibilities, timings, leave etc. The maintenance officer conducts periodic checks to ensure the efficiency / working condition of the Infrastructure.

### **Feedback**

A feedback is collected from the faculty members, students and staffs once in a semester while visiting the library. The Librarian reviews the feedback every semester and based on the feedback, Librarian takes steps to improve the library procedure in consultation with the Principal.

### **Suggestion Register**

Complaints / suggestion register is kept along with the gate register to record the complaints and suggestions. The I/C reviews the register every semester and necessary corrective action is being taken in consultation with the Principal



**(Fourth class staff)**

Principal  
 Lucknow Public College of Professional Studies  
 Vinamra Khand, Gomtinagar, Lucknow

