



**LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES**

Ref.: LPCPS/PRINCIPAL/23-24/..08/04 - A

Date: 16/08/2023

**OFFICE ORDER**

**Maintenance Committee**

College pleased to inform the appointment of Mr. Ajay Gupta as the new coordinator of maintenance committee for the session 2023-24. He will begin his new role with immediate effect.

The committee also being constituted for the session. Following faculties are hereby appointed for representation of the maintenance committee.

S. No	Name of the staff	Post
1.	Mr. Ajay Kumar Gupta	Coordinator
2.	Mr. Saurabh Srivastava	Co-coordinator
3.	Ms. Rashmi Sachan	Member
4.	Ms. Anchal Praveen	Member
5.	Mr. Durgesh	Member

*Asingh*  
Principal

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

Prof. Anil Singh

**Principal**

**Copy to:**

1. Dean Academics
2. Director, IQAC
3. All Concerned Department
4. Notice board

*Asingh*  
Principal

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



## LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/MAIN/23-24/...01/08

Date: 17/08/2023

### Meeting Notice

This is to inform you all that a meeting of maintenance committee for the academic session 2023-2024 schedule to discuss the following agenda items.

#### Agenda items:

- Discussion on work evaluation of the last meeting agendas.
- Discussion on class room renovation.
- Discussion on preparation of Budget on infrastructural augmentation development.
- Discussion on general maintenance of institutional infrastructure.

**Place:** Counseling

**Timing:** 1:30 PM onwards

**Date:** 20<sup>th</sup> August, 2023

Coordinator

(Maintenance Committee)

Copy to:

- Principal
- Dean Academics
- Director, IQAC
- All concerned Departments/ Members

Principal

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



## LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/MAIN/23-24/.....02/08

Date: 17/08/2023

### MEETING MINUTES

The meeting of Maintenance Committee held on 20<sup>th</sup> August, 2023 for the academic session 2023-24 at 1:30 PM in counseling room to discuss maintenance agendas. The meeting was attended by the following members through online and offline mode.

S. No	Name of the staff	Post
1.	Mr. Ajay Kumar Gupta	Coordinator
2.	Mr. Saurabh Srivastava	Co-coordinator
3.	Ms. Rashmi Sachan	Member
4.	Ms. Anchal Praveen	Member
5.	Mr. Durgesh	Member

The following points were discussed & recommended has been taken:

S. No	Raised by	Agenda	Responsibility	Resolution
1.	Mr. Aay Gupta	Discussion on work evaluation of the last meeting agendas.	Mr. Durgesh	The committee evaluated the work proposed in maintenance of last academic session. The committee proposed the completion of pending work proposed during previous period.
2.	Mr. Saurabh Srivastava	Discussion on preparation of Budget on infrastructural augmentation development	Mr. Durgesh	As per the recommendation of academic council, the committee instructed the branch supervisor for preparation of budget on maintenance subject to necessary for the growth of institution.

  
Principal  
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## LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

3.	Ms. Rashmi Sachan	Discussion on general maintenance of institutional infrastructure.	Mr. Durgesh	The committee has proposed necessary electrical, plaster repairment, and panting work of the premises. It also recommended.
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### ACTION TAKEN REPORT

S. No	Committee Resolution	Action Taken
1.	The committee proposed the purchase of necessary electrical equipment's.	Necessary LED tube lights were installed.
2.	The committee proposed the higher authority for revamping the class room.	Revamping the class room along with installation of board during last year.

  
Coordinator

(Maintenance Committee)

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- All Concerned Departments/ Members

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