

**OFFICE ORDER**

**Maintenance Committee**

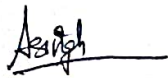
College pleased to inform the appointment of Mr. Ajay Gupta as the new coordinator of maintenance committee for the session 2024-25. He will begin his new role with immediate effect.

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 Srivatava	Co-coordinator
3.	Ms. Rashmi Sachan	Member
4.	Ms. Anchal Praveen	Member
5.	Mr. Durgesh	Member

**Copy to:**

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

  
**Prof. Anil Singh**  
**Principal**

Principal  
Lucknow Public College of Professional Studies  
Vinamra Khaid, Ghatmatar, Lucknow



## LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref. LPCPS/COMM/MAIN/24-25/.....

Date: 22/03/2025


### Meeting Minutes

The meeting maintenance Committee held on 24<sup>th</sup> march, 2025 for the academic session 2025 at 1:30 PM in counseling room to discuss the maintenance agendas. The meeting was attended by members through online and offline mode.

S.NO	Name of the staff	Post
1	Mr. Ajay 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. Ajay Gupta	Discussion on work Evaluation of 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.

  
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2.	Mr. Saurabh Srivastava	Discussion on preparation of budget on infrastructural augmentation development.	Mr. Durgesh	As per the recommendations of academic council, the committee instructed the branch supervisor for preparation of budget on maintenance subject to necessary for the growth of institution.
3.	Ms. Rashmi Sachan	Discussion on general maintenance of institutional infrastructure.	Mr. Durgesh	The committee has proposed necessary electrical, plaster repairment, and painting work of the premises. It also recommended.

### 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 boards during last year.

  
**Coordinator**  
**(Maintenance Committee)**

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- Dean Academics
- Director, IQAC
- All Concerned Departments/ Members

Principal  
 Lucknow Public College of Professional Studies  
 Bada Khand, Gomti Nagar