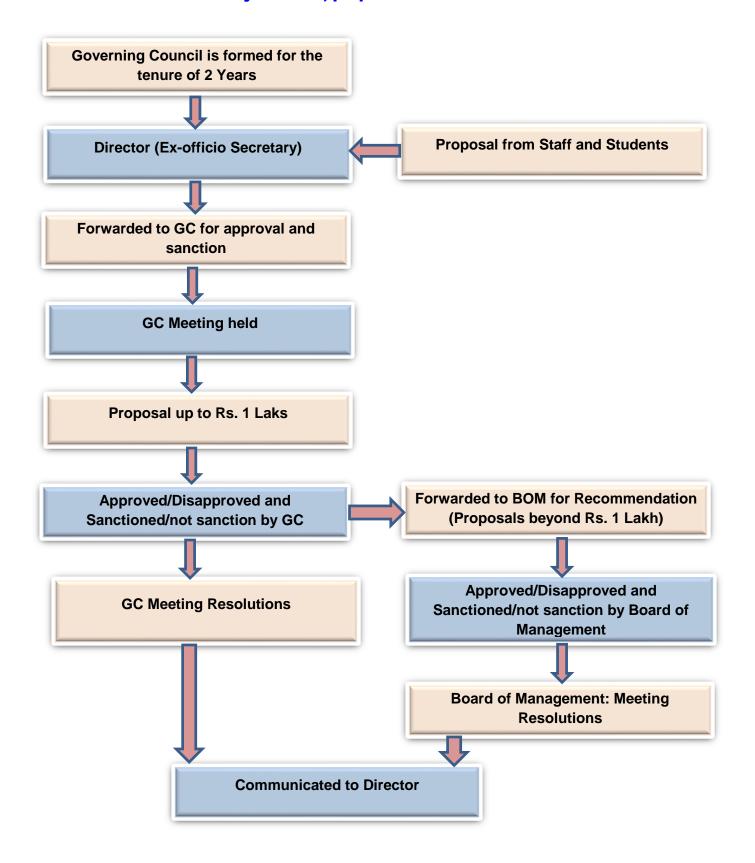
KLS' IMER **House Keeping Maintenance Process** Feedback or Complaints by Maintenance in-charge (Designated Persons; Staff & Students Librarian & Office Superintendent) Purchase of Stationary related to House Keeping (from Librarian & Office Superintendence) Appointment of Menial staff through Contractor (By Management) Supervision of Menial staff regarding cleanliness (By Librarian & Office Superintendence) Regular supervision for Hygiene and cleanliness

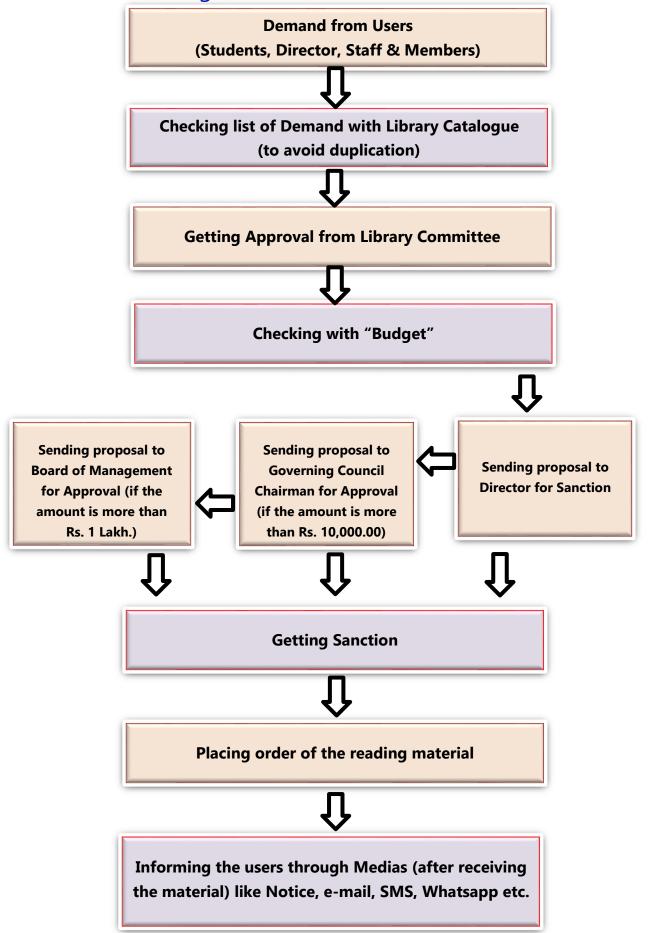
(By Librarian & Office Superintendence)

Formation of G.C. and its role in Management of the Institution Communicated by Director, proposals from Staff & Students.



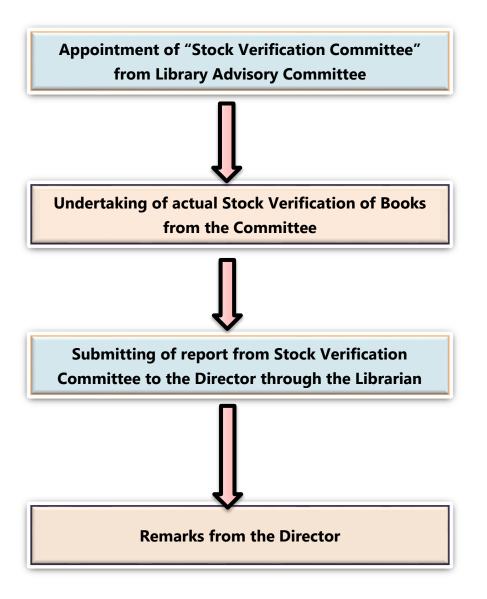
Knowledge Resource Centre

Reading Materials Procurement Process



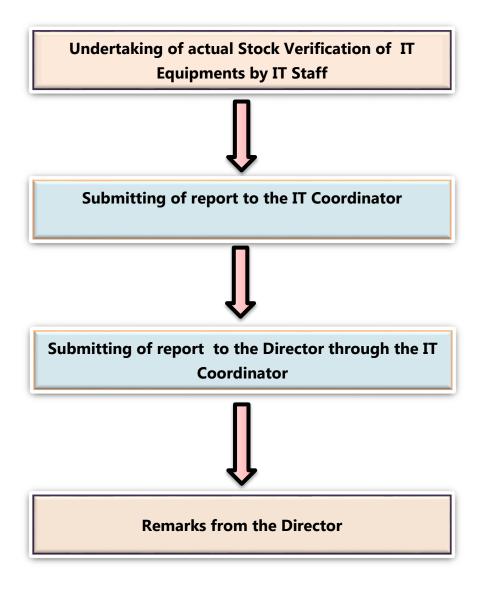
Knowledge Resource Centre

Process of Stock Verification of Books



IT Centre

Process of Stock Verification of IT Equipment



KLS IMER

Materials and Assets Procurement Process

