

## Meeting agenda

Date:	20 / 9 / 2023	Time:	19:00 (Melbourne time)
Department/team:	CTRL+V	Location:	MICROSOFT TEAMS
Facilitator:	NONE	Note taker:	BRANDON
Attendees: JINHWAN KIM KWEE CHEONG MICHAEL BRANDON LEE SUI YUEN			
<b>Items for discussion</b>			
<ol style="list-style-type: none"><li>1. Checking the PPT progress</li><li>2. Checking the role for WBS</li><li>3. Recap the meeting with customer</li></ol>			
<b>Other business</b>			
<ol style="list-style-type: none"><li>1. Suggestions</li><li>2. Questions if have</li></ol>			