**Subject: SOD Process – Automation Feasibility**

Hi [Boss’s Name],

As discussed, I connected with Ritu and had a detailed call with Ravi Prasad to understand the SOD process and explore if anything can be automated. Here's a quick summary:

* **Tools used**: Atlas (visualization) and GIAM (EMI ID tracking) — both require **manual navigation**, no export or backend access for automation.
* **Validation**: Dual control is done manually, with ITSO involved. No Excel or system-based tracking.
* **Final dashboard**: Already in place — they just add numbers to it manually.
* **Annual activity**:
  + Data pulled manually from Atlas & GIAM.
  + Final framework includes manually written comments.
  + Scoping done via EIM tool + SharePoint extract.
  + Some Excel (e.g., VLOOKUPs), but interpretation is manual.

**Conclusion**:

* The entire process is heavily **manual and judgment-based**.
* **No real scope for automation** unless the tools are upgraded or the process is redesigned.