

DAILY LOG				FORM Ref: Version:
Programme: Social and Professional Project Management		Project: A secure certificate management system for Institute Santha Rita		PRINCE2
Date	Person Responsible	Action/Comment	Target Date	Result
03.02.2024	I Hassaan A. A. M. N Manish	<u>Client Meeting</u> Delivered complete project idea with project manager	06.02.2024	completed
04.02.2024	I Hassaan	Planning and helped in making of project communication plan	08.02.2024	completed
04.02.2024	All members	Project proposal – contributed to making	08.02.2024	In progress
05.02.2024	I Hassaan	Work package 1	08.02.2024	completed