

<b>DAILY LOG</b>				<b>FORM 01</b> Ref: Daily Log V6.0 Version: 6.0
<b>Programme: SPPM</b>		<b>Project: E-commerce website for Caramels and Almonds</b>		<b>PRINCE2</b>
<b>Date</b>	<b>Person Responsible</b>	<b>Action/Comment</b>	<b>Target Date</b>	<b>Result</b>
25/07/2023	Hasini Jayasekara Vithanage A.S De Silva R.S Senarathna	Prepare highlight report 02	28/07/2023	Completed
25/07/2023	Hasini Jayasekara Vithanage A.S De Silva	Prepare Work Package 02	28/07/2023	Completed
25/07/2023	H.M.Pumudi Chamalka Kumari Herath A.S De Silva	Prepare Stage Plan Sprint 02	28/07/2023	Completed
25/07/2023	A.S De Silva	Prepare the risk log version 1.5	27/07/2023	Completed
25/07/2023	A.S De Silva	Prepare the risk plan for week 07	27/07/2023	Completed
25/07/2023	A.S De Silva	Prepare the risk register	27/07/2023	Completed
25/07/2023	A.S De Silva	Prepare the Qualitative risk analysis	27/07/2023	Completed
25/07/2023	A.S De Silva	Prepare the risk profiling table	27/07/2023	Completed
25/07/2023	R.S Senarathna	Prepare the quality checklist and product checklist for week 07	28/07/2023	Completed
25/07/2023	R.S Senarathna	Prepare the quality log version 1.3	28/07/2023	Completed

Prepared by: A.S De Silva

25/07/2023	R.S Senarathna	Generate the test report	28/07/2023	Completed
25/07/2023	R.S Senarathna	Prepare EV analysis report up to week 7	28/07/2023	Completed
25/07/2023	Pruthuvi Wijesinghe	Prepare the lessons learned log	28/07/2023	Completed
28/07/2023	Hasini Jayasekara Vithanage	Prepare board meeting and client meeting minutes	28/07/2023	Completed