December 27, 2022

Weekly Status Report MOM

NeoSOFT – A SEI-CMMI Level-5 Global IT Consulting & Software Solutions Provider

Meeting Date, Time and Attendee Details

Date	27-December-2022
Venue	MS Teams
Time	12:00PM
Meeting Type	Weekly Status Report
Internal Attendees	- Nilesh Jain - Karthik N - Kuldip Wagh - Sagar Durgade - Hrushikesh Shinde
Client Attendees	- Siddharth Amarnath - Rahul Patil
MOM Prepared By	Nilesh Jain

Details of Meeting

Sr.No	Description
1	**GIT Repository access** - Its provided to 1 developer only, It is blocker now because we can not begin with all the developers. Emcure team assure that it will be provided by today itself.
2	**VM access** - SID have mentioned that they are speaking with Microsoft and concern team to get the sorted for having multiple session at the same time for all team member. This is blocker as well & need to sorted at earliest.
3	**JIRA access** - For now we need to manage status / report with excel file only, It will be provided by 2nd week of January (Tentative : 11th January 2023)
4	**Speed of VM** - As discussed, NeoSOFT team need to share more details of the issue facing with VM. So Emcure team can resolve it.
5	**Weekly Status Call** - NeoSOFT & Emcure team will have weekly status call every Tuesday 12 PM.
6	**Project Plan** - As discussed with SID, Project plan will effect with delivery date's due to blockers with Infra provided by Emcure. NeoSOFT team will share revised project plan with revised date once everything get stable for Infra.

Actionable					
Sr.No	Action Item	Assigned to	Assigned Date	Expected Completion Date	Status
1	As discussed, Emcure team will provide JIRA access by Jan 2nd week.	SID	27-Dec-2022	11-Jan-2023	Pending
2	As discussed, Emcure team will provide access of GIT repository by today.	SID	27-Dec-2022	27-Dec-2023	Pending
3	As Discussed, NeoSOFT team will share more detail about issues facing with VM	Nilesh Jain	27-Dec-2022	30-Dec-2023	Pending