	Department	Team	Type	OPM (updated on 10 sep)	PM (updated on 27 Aug)	Priority for PM	HRBP (updated on 13 Aug)	DL/TL (updated on 13 Aug)	Product Owner/Managers	Team	Directors	Event/ Product/ Program Status	Frequency HR/Director Review	Review Meeting Day	Review Meeting Time	No. of Vongles Required	Available on 31 August 2024	Shortage	Incoming	To Hire (15 Aug)	Talk to them		Zoho link
1		**Kriya**	**Department**					**Shubham**								**1**	**1**	**0**					
1.1		**Project Managers**		**Sangeetha**						Anshul, Tanishka	**Sangeetha**		Daily- Sangeetha; Once a month- Nitin			6	2	4	Faiz, Shobhit Nair, YASHASVI RAIKWAR, Anisha Sahoo				
1.1.Pr1		*Sustainaspark PM*																					
1.1.Pr2		*PM Dashboard (P)*	*Product*	**Nitin**	**Shubham**	*Medium*			Shubham	Vidhee, Swastik			Once a Week			3	3	0					
1.2		**BA**	**Team**	**Kesandra**		Low		Vidhee		Vidhee, Jacklin, Swastik	**Nitin**		Twice a Week										
1.2.Pr1		*Defining processes*	*OT-Product*	**Nitin**		*High*				Vidhee, Jacklin, Swastik						*2*	*2*	*0*					
2		**Engagement Design**	**Department**					**Minalini**		**Abhigya(Intern), Ishwi(Engagement), Vidyalakshmi, Katelyn**						**4**	**4**	**0**					
2.1	**Engagement Design**	*Community Engagement Design*	*Role*	**Fabian**	**Shubham**	*High*	**Anveeksha**	*Minalini*		*Jarihari, Abhigya*	**Fabian**		Twice a week			*1*	*2*	*-1*	*Mohini*		*Jahnvi*		
2.2		*Event Engagement Design*	*Role*			*High*		*Minalini*		*Jarihari, Abhigya*						*2*	*2*	*0*					
2.3		*Policy Engagement Design*	*Role*			*Medium*		*Adran*								*1*	*0*	*1*					
3		**Marketing**	**Department**					**Swastik**								**1**	**1**	**0**					
3.1		**Lead Generation**	**Team**					Rakshita															https://connect.omsha.org/group/lead-generation
3.1.1		*Email Marketing*	*Role*			*H*				*Rakshita*						*2*	*1*	*1*			*Mudit, Rakshita*		
3.1.2		*Lead Gen through SMM - Linkedin , FB, Youtube, Insta*	*Role*	**Swastik**		*H*				*Mudit, Lavanya*						*2*	*2*	*0*			*Mudit, Rakshita*	*Lavanya*	
3.1.3		*Website (Landing Pages)*	*Role*			*H*				*Mudit, Rakshita*						*2*	*2*	*0*			*Mudit, Rakshita*		
3.1.4		*Chatbot, Support*	*Role*			*L*				*Mudit, Rakshita*						*2*	*2*	*0*			*Mudit, Rakshita*		
3.2		**Marketing Analytics**	**Team**			M				*Zainab, Lavanya*						2	2	*0*			*Zainab,*	*Lavanya*	https://connect.omsha.org/group/marketing-analytics
3.2.Pr1		*Marketing Analytics Tool*	*Product*			*M*			Lavanya	Vidhee, Saipal						3	3	0			Lavanya		
3.3		**Marketing - VONG (Branding)**	**Team**			L		Swastik		Swastik						1	1	0					https://connect.omsha.org/group/marketing-vong
3.3.1		*VONG Branding through SMM*	*Role*			*M*				*kesandra*						*1*	1	*0*					https://connect.omsha.org/group/vong-smm
3.3.Pr1		*Sending Newsletter*	*Program*			*M*				*Rakshita , Jacklin*											Rakshita		https://connect.omsha.org/group/newsletter
3.3.Pr2		*Website*	*Product*			*H*			Swastik	Madasesh, Aakash, Swastika						3	4	-1					https://connect.omsha.org/group/website
3.3.Pr3		*Characters*	*OT-Product*			*M*			*Kes*	*Madasesh, Swastik*			Twice a week			3	3	0					
3.3.Pr5		*Newsletter Automation*	*OT-Product*			L			*Kes*	Vidhee, Jacklin						3	3	0					
3.3.Pr4		*VONG Brochure*	*OT-Product*			*M*			Swastik			*Done*				1	1	0					
3.3.Pr6		*Intro Quiz*	*OT-Product*			*H*			Swastik	Prince						2	2	0					
3.4		**Marketing - Events (Branding)**	**Team**			Low		Kes		Kesandra, Jahanvi						2	2	0					https://connect.omsha.org/group/marketing-events
3.4.1		*Event Branding through SMM*	*Role*			*M*				*Kesandra*						*2*	1	1	*Internal Allocation*				https://connect.omsha.org/group/events-smm
3.4.Pr1		*Sustainaspark Microsites (P)*	*OT-Product*			*M*			*Kes*	*Madasesh*						2	2	*0*			Madasesh		
3.4.Pr2		*Sustainaspark Chatbot (P)*	*Product*			*H*			*Kes*	*Jacklin, Tushar, Priyanshi*						3	4	-1					
3.4.Pr3		*Sustainaspark Brand (P)*	*OT-Product*			L			*Kes*	*Jacklin*						2	2	0					
3.5		**Marketing - Engagement (Branding)**	**Team**	**Swastik**		L		Lavanya		Lavanya						1	1	0			Lavanya		https://connect.omsha.org/group/marketing-engagement
3.5.1		*Engagement Branding through SMM*	*Role*			L				*Lavanya*						1	1	0			Lavanya		https://connect.omsha.org/group/engagement-smm
3.5.Pr1		*Hub Pre Login*	*OT-Product*			L			*Lavanya*							1	1	0			Lavanya		
3.5.Pr2		*Website sections for Engagement*	*OT-Product*			L			*Lavanya*							1	1	*0*			Lavanya		
4		**Community building**	**Department**	**Sangeetha**							**Sangeetha**					**1**	**0**	**1**	Vidhyalakshmi, Katelyn, Aishwarya				
4.0.Pr1		*VCAP*	*Program*	**Swastik**		*H*		Kesandra(Acting)		*Alika, Kesandra , Akanksha*	**Nitin**		Twice a week			3	3	0					https://connect.omsha.org/group/campus-ambassador
4.0.Pr2		*VONG Hub*	*Product*	**Vidhee**		H			Sidak	Swastika, Akash, Priyanshi, Saipal			Twice a week			4	5	-1			talk to Sidak		
4.0.Pr2																							
4.1		**Vongster mentoring**	**Team**			M				Aakanksha, Aishwarya						4	2	2	Aishwarya, Katelyn, Vidhyalakshmi				https://connect.omsha.org/group/vongster-mentoring
4.1.Pr1		*VONGster Melange*	*Program*			L										*1*	*0*	*1*					
4.1.Pr2		*VONGster Townhall*	*Program*			*L*							Twice a week			*1*	*0*	*1*					
4.1.Pr3		*VONGster Integration in VONG Design*	*Program*			*L*										*1*	*0*	*1*					
4.2		**Vongster Induction & onboarding**	**Team**	**Sangeetha**		M				Mudit	**Sangeetha**					2	1	1	Vidhyalakshmi				https://connect.omsha.org/group/vongster-induction-onboarding
4.3		**Gamification**	**Team**			M				Harsh						2	1	1	Katelyn				https://connect.omsha.org/group/gamification
4.3.Pr1		*Awards*	*OT-Product*			*H*							Twice a week										
4.4		**Experience Managers**	**Team**			L		Jaskirat		Alka , Mudit, Aakanksha, Aishwarya						3.5	4	-0.5	Aishwarya				https://connect.omsha.org/group/experience-managers
5		**Empowerers**	**Department**			**H**				Aishwarya, Abhigya, Jarihari, Zainab						**1**	**0**	**1**					
5.1		**Growth**	**Sub Department**													**1**	**0**	**1**					
5.1.1		**Retail**	**Team**					Zainab															
5.1.1.1		*Crowdfunding*	*Role*							Minalini, Zainab													
5.1.1.1.Pr0		*Crowdfunding Films*	*Product*										Twice a week										
5.1.1.1.Pr1		*VONG Crowdfunding*	*Program*			*H*			*Minalini*	*Swastik*						3	2	*1*					
5.1.1.1.Pr2		*Climate Change Crowdfunding*	*Program*			*H*			*Minalini*	*Swastik*	**Nitin**					3	2	1					
5.1.1.1.Pr3		*DEI Crowdfunding*	*Program*			*H*			*Minalini*	*Swastik*						3	2	1					
5.1.1.2		*Vongster Registrations*	*Role*							Zainab											Zainab		
5.1.2		**Channel**	**Team**					Adnan		Zainab, Abhigya			Twice a week			2	2	0					
5.1.2.Pr1		*Membership Program*	*Program*							Zainab						2	1	1					
5.1.3		**Corporate/Institutional**	**Team**					Jahnvi		Zainab, Abhigya			Twice a week			3	2	1	Aishwarya		Jahnvi		
5.1.3.2		*Sponsorship*	*Role*			H				Abhigya						2	1	1	Aishwarya				
5.1.3.3		*School Onboarding*	*Role*							Abhigya						2	1	1	Aishwarya		Adnan		
5.1.3.3.Pr0		*Anant National Univ Schools Sign up*		**Sidak**	**Shobhit**		**Anveeksha**																
5.2		**Partnership**	**Sub Department**			**M**										**1**	**0**	**1**					
5.2.Pr1		*Greenwave(Prakriti)*	*Program*			*Medium*				*Aishwarya, Aakanksha*			Twice a week			2	2	2					https://connect.omsha.org/group/greenwave-prakriti
5.2.1		**Nurturing Partnerships**	**Team**							**Jahnvi, Zainab, Abhigya**			Twice a week			**4**	**3**	**1**	Aishwarya		Jahnvi		
5.2.1.1		*Major Partners*	*Role*							Jarihari, Zainab, Abhigya						*4*	2	*2*			Jahnvi		
5.2.1.1.Pr1		*Anant National Univ*																					
5.2.1.1.Pr2		*Hydragreens*											Twice a week										
5.2.1.1.Pr3		*GMFER*																					
5.2.1.1.Pr4		*Dilip Jain*									**Nitin**												
5.2.1.1.Pr5		*AYFL*																					
5.2.1.1.Pr6		*MSOSA*																					
5.2.1.2		*Software Partners*	*Role*							Mudit						*1*	*1*	*0*			*Mudit*		
5.2.1.3		*School Relations*	*Role*							Adnan, Abhigya						*2*	*2*	*0*	*Internal*		*Adnan*		
5.2.2		**Scouting and Developing**	**Team**			**Low**				Zainab						**1**	**1**	**0**			Zainab		
5.2.2.Pr0		*Partnership Brochure*	*OT-Product*						*Swastik*	Akinsola, Madasesh			Twice a week			3	3	0					
5.2.2.Pr2		*Partnership presentation*	*OT-Product*			*M*			Adnan	Swastik, Madasesh						3	3	0					
5.2.2.Pr1		Friends of VONG	Program						Mudit	Zainab						2	2	0			Mudit,Zainab		
6		**Catalysts**	**Department**					**?**															
6.1	**Catalysts**	**Prompt Engineering**	**Team**			L		Jacklin		Vidhee, Jacklin, Madasesh,Tushar, Swastik, Saipal, Prince	**Pinto**		Twice a week										
6.2		**Content**	**Team**			L		Rakshita		Rakshita, Jacklin	**Fabian**		Once a week			1	2	-1			Rakshita		https://connect.omsha.org/group/content
6.3		**Creatives**	**Team**	**Kesandra**	**Faiz (Tanishka)**	H	**Kesandra**	Swastik		Madasesh, Swastik, Jacklin	**Nitin**		Once a week			4	3	1					https://connect.omsha.org/group/creatives
6.4		**IT (VWM)**	**Team**			H		Saipal(Acting)		Saipal, Swastika, Akash, Priyanshi	**Nitin**		Twice a week			4	4	0					
6.5		**SMM**	**Team**			L		Kesandra		Zainab(?), Lavanya(?),Kesandra(),Rakshita (?), Mudit(?)	**Nitin**		Once a week			5	5	0					https://connect.omsha.org/group/smm
6.6		**Product Managers**	**Team**							Sidak, Tanishka, Mudit, Kesandra	**Nitin**		Once a week										
7		**Enablers**	**Department**					**Sadya**															
7.1	**Enablers**	**HR**	**Team**			H		Sadya		Sadya, Alka						5	2	3	Anuksha, Sushma, Rabya				
7.1.Pr0		*Vongles Film*	*Product*			*L*			*Kes*	*Prince,Swastik*						*3*	*3*	*0*		?			
7.1.Pr2		*Employee Handbook*	*OT-Product*			*L*			*HR?*							*2*	*1*	*1*					
7.1.Pr3		*Vongles Chatbot*	*OT-Product*	**Vidhee**	**Shubham**	*L*			*HR?*	Vidhee, Saipal						*3*	*3*	*0*					
7.1.Pr4		*LMS*	*OT-Product*			*M*			*Sidak*		**Nitin**		Thrice a week			*2*	*1*	*1*					
7.1.Pr5		*HRMS*	*OT-Product*			*H*			Tanishka							*2*	*1*	*1*					
7.1.Pr6		*Performance Appraisal System*	*OT-Product*			*M*			*Sidak*							*2*	*1*	*1*					
7.1.Pr1		*Vongles Townhall*	*Program*			*H*		*Alka*								*2*	*0*	*2*					
7.1.1		*Institutional Partnerships*	*Role*			L																	
7.2		**OPM**	**Team**	**Nitin**		H		Vidhee		Vidhee, Swastik, Kesandra, Sidak						5	4	1	Shobhit				
7.2.Pr1		*OPM Dashboard*	*OT-Product*			L			Sidak	Vidhee, Swastika			Twice a week			3	3						
8		**Synapse**	**Department**																				
8.1	**Synapse**	**Events**	**Working Team**		**OLD**		**Sushma**																
8.1.Ev0		Women 2000 Championship (S)	Event	**Nitin**		**H**						Completed											
8.1.Ev0		Women 2000 (E)	Event									Completed											
8.1.Ev3		Sustaina Spark 1 (S)	Event		Anshul and shubham						**Nitin**		Every day										https://connect.omsha.org/group/sustainaspark-1
8.1.Ev4		Sustaina Spark 2 (S) [1 Sept]	Event		Monika and Anshul																		https://connect.omsha.org/group/sustainaspark-2
8.1.Ev5		Sustaina Spark 3 (S) [29 Sept]	Event		Anshul																		https://connect.omsha.org/group/sustainaspark-3
8.1.Ev6		Sustaina Spark 4 (S) [27 Oct]	Event		Tanishka																		
8.1.Ev7		Sustainathon(E) [7-22 Dec]	Event		Faiz and Shobhit																		https://connect.omsha.org/group/sustainathon-1
8.1.Ev8		Sustainaspark.s [Nov 2025] - CTES	Event																				
8.2		**Community Engagements Execution**	**Working Team**																				
8.2.E1		Next Community Engagement Cycles...	Engagements																				
8.2.E2		Next Engagement Cycles...	Engagements	**Fabian**	**Shobhit**	**H**					**Fabian**		Once a Week										
8.2.E3		Next Engagement Cycles...	Engagements																				
8.2.E4		Next Engagement Cycles...	Engagements																				
8.2.E5		Next Engagement Cycles...	Engagements																				
8.3		Vongles Townhall	Townhall	-	Shubham	H					**Nitin**		Once a month										
8.4		Vongster Melange	Melange	-	Gurleen	M					**Sangeetha**		Once a month										
8.5		Vongster Townhall	Townhall			M							Once a month										