Meeting Agenda – SFM Project

**Location:** Skype meeting

**Date:** 22.02.2016

**Time:** 13:00-14:00

## Attendance

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| 1. | Prof. Aurilla Aurélie Arntzen | Attended |
| 2. | Badis Madani | Attended |
| 3. | Håkon Hedlund | Attended |
| 4. | Arshad Shakil | Attended |
| 5. | Charlie Shao | Attended |

## Meeting called by: Prof. Aurilla

## Agenda Items

* Reflection on our SFM project.
* Context of study.
* Project progress inspection.

## Points to be discussed

* HVAC service chosen, its stakeholders and their requirements. By Charlie and Håkon
* CONOPS. by Arshad.
* BRR and SRR documents.