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| **DAILY LOG 08** |  |  |  | **FORM [007]**  **Ref:**  **Version:** |
| **Programme:** |  | **Project:** |  | **PRINCE2** |
| Date | Person **Responsible** | **Action/Comment** | **Target**  **Date** | **Result** |
| 19/03/2023 | All Members | Highlight Report 3 | 22/03/2023 | Completed |
| 19/03/2023 | Project Manager | Post-project review plan | 23/03/2023 | Completed |
| 19/03/2023 | Risk Manager | Project Issues | 22/03/2023 | Completed |
| 19/03/2023 | Scheduling Manger | Product Checklist | 22/03/2023 | Completed |
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