**MINUTES OF THE MEETING HELD ON 10-JUNE-2020 AT PITMAN HOUSE**

**Present**

1. Stephen Jirongo
2. Derrick Oduor
3. Jerry Brad - Remote
4. Samuel Wainaina
5. Abdul- Remote
6. Preston Owuor
7. Erick Ngugi - Remote
8. George Auma - Remote
9. Victoria Namenya – Remote
10. Felix Shilima
11. Hassan Issa
12. Bonsaviour Omuholo – Remote
13. Joshua Muuo - Remote
14. Purity

**Absent with Apologies**

1. Judith Owiti

**Absent without Apologies**

1. Golola Charles
2. Edwin
3. Ann Wangui

**Ongoing Works**

|  |  |  |  |  |  |  |  |  |  |
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| Product | Module | Consultant | Status | Action | TFS STATUS | Expected Finish Date | Deviation | End Date | Comments |
| Citi Collect | GDPR | Derrick | Will send a follow up email today |  | Not in TFS | 28/04/2020 | 0 | 30/04/2020 | Issue with running database scripts in first shared release  Constraint names requested so as to generate proper scripts |
| Black Duck Scan | Derrick | Development on going |  | Not in TFS | 02/06/2020 | 0 | 02/06/2020 | Development is done.  Release shared.  Some js libraries still existent in the release,  Reshare release. |
| NCBA Kenya | Outwards Leg | Stephen Jirongo | Jirongo to share work that is completed with QA with details to show what need to be tested here and what needs to be tested on site |  | On TFS | 7/4/2020 | 10 |  | Release to be shared on Automation of Fvs,  Automation of uploading branch uploads,Amali Cheques, Efts  Shared by QA and to be shared to client |
| Direct Debits | Stephen Jirongo | done |  |  | 7/4/2020 | 0 |  |
| Inwards Leg | Preston Owuor | Done |  |  |  |  |  |  |
| NCBA Uganda | AML | Stephen Jirongo | Ongoing |  |  |  |  |  | AML update yet to be received |
| NCBA Rwanda | Several tasks | Stephen | Pending.  Jirongo to distribute tasks. |  |  |  |  |  | Timelines to be given on development of previously shared file formats,  Work to take 8 days |
| CITI BANK  KENYA | Chequepoint  V5 Upgrade | Bonsaviour Omuholo | Sam to make a follow up on the login issue |  | On TFS |  |  |  | Bonsaviour to do followup on setup alongside with the pm |
| Samuel Wainaina | Sam to make a follow up on the login issue |  |  |  |  |  |
| Papa Jerry | Sam to make a follow up on the login issue |  |  |  |  |  |
|  |  |  |  |  |  |  |
| CITI BANK  TANZANIA | Chequepoint  V5 Upgrade | Samuel Wainaina | Ongoing | -Inwards Leg  -Filecreation | On TFS | 22/04/2020 | 37 | 29/05/2020 (Last Deviation) | Shared release |
| Jerry | Done | -Databases |  |  |  |  | Done |
| Done | -Inward module |  |  |  |  |  |
|  |  |  |  |  |  |  |
| Completed tests to begin | ATM Integration |  | 20/05/2020 | 0 |  |  |
| Eric Ngugi | Done | Uploads Module |  |  |  |  |  |
| Bank Of India | Chequepoint  V5 Upgrade | Eric Ngugi | Upload modification (release shared Golola to confirm) | Uploads Module | On TFS |  |  |  | Upload done. |
| Derick Oduor | Done | Setup at client already done |  |  |  |  | Implementation was done and UAT is ongoing  Quantify the Effort |
| Charles Golola | UAT Done |  |  |  |  |  | -James to plan for go live.  -Branch users to be trained after scheduling for training date in tomorrows meeting |
| Citi WorkFlow |  | Victoria | Done | Client on going with setup and UATS there after |  |  |  |  | Handed to robbin |
| Robin Wambugu | Ongoing |  |  |  |  |  | Robin to visit site. |
| CDHIB – Internet Banking |  | Joshua Muuo | Complete and release shared with QA  Mobile app need better design  National switch test ongoing. | -ETax Splitting done  -Encryptions Done | On TFS |  |  |  | UAT Testing ongoing.  Wallet transfers – SIT is underway. |
| FSTAP | Joshua Muuo | | HANDOVER TO BE DONE and include Joshua Luyo | - TNM WALLET INTEGRATIONS | On TFS | Done |  |  | To test Account to wallet,  Client to avail themselves for tests |
|  | -NATIONAL SWITCH |  | Done |  |  | Transactions tests were successful |
| KUSCO | Joshua Muuo | |  | SMS | Not on TFS |  |  |  | Deployed and complete rollout ongoing |
| PRIME  BANK | Bonsaviour Omuholo  Steven Jirongo | | CHEQUEPOINT RDC DESIGN | Design structure to be concluded before End of Week |  |  |  |  | Detail with features shared with the team.  To give timelines for development to proceed  Audit raised issues will be analyzed and addressed as raised by Felix. |
| Egerton Sacco | Victoria | | Ongoing | Integration was completed. |  |  |  |  | Tangazo letu had an issue and was resolved and release shared with them.We are awaiting updates from their end.  Co-operative bank integration done.  Waiting client to engage Safaricom. |
| TradePawa | Jerry Papa | | Ongoing |  | On TFS |  | 30/5/2020 | 0 | First pilot phase in family bank.  Requested a few changes. This are General changes.  Had a meeting with Kenswitch for walkthrough.  Walkthrough with the team on 24th / 06/2020 |
| Tanesco | Victoria Namenya | | Ongoing |  |  |  |  |  | Started off project plan |
| Bank of kigali |  | |  |  |  |  |  |  | Am issue that was blocking flow but was resolved. |

Tools & Processes

|  |  |
| --- | --- |
| Tool/Process | Comments |
| TFS | **CITI CHEQUEPOINT WAS ON TFS.**  **ALL APPLICATION SOURCE CODES SHOULD BE ADDED TO TFS.**  **ALL DEVELOPMENT TEAM MEMBERS SHOULD WORK OFF TFS.** |
| Timelines | **ALL TEAM MEMBERS SHOULD REPORT ON DEVIATED TIMELINES IN THEIR STATUS REPORTS.** |
| Support Handover | * **ALL SUPPORT & IMPLEMENTATION MUST BE HANDED OVER.** * **FELIX TO ADD CONSULTANTS TO BE INVOLVED IN BK, CDH & F-STAP.** * **SUPORT WAS TO BE HANDLED FULLY BE SUPPORT AND IMPLEMENTATION TEAM** |
| TFS | **Everyone working on Code must work from TFS. Any deviation will face disciplinary actions.** |

**ERIC** **NGUGI** – ET UATS down and pending move to production to be finalized next week after getting clearing from Traffic.

GOLOLA-About 10 issues yet to be fixed.

-Challenge with GAB in client corporation, Felix to follow up.

**Kabaru Gideon.**

MORIENTAL- ETAX, Awaiting connection

UBE-Issues to be cleared by Friday

KUSCO-Awaiting training

CDH-ETAX done and client alerted

**PRESTON**

-Bank Of India, Issues in Settlement File pending test today

-VA Issues at Faulu, to guide Golola on how to implement them on site

**ANN WANGOI-**

Tz update given

Smart kiosk report by end of week

Mobile app pending- Updates ongoing from Muuo.

**ABDOUL**

-AB Bank issues still under merging – Jirongo to help

-Bank Of Kigali Connection Issue.