**Minutes of Meeting**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Meeting Name** | | Germany Pilot- workshop | | | | |
| **Stream** | | Data | | | | |
| **Date** | | 2023-09-06 | | | | |
| **Time (JST)** | | 11:30 AM-12:00 AM IST & 08:00 AM-08:30 AM Germany time | | | | |
| **Presenter** | | Armin | | | | |
| **Scribe** | |  | | | | |
| **Attendees** | | | | | | |
| **No** | **Name** | **Company** | **No** | **Name** | | **Company** |
| 1 | Elinor Fink | MCE | 5 | Manivasagan Namasivayam | | CG-Local |
| 2 | Armin Lange | MCE | 6 | Suresh Patra | | CG-Local |
| 3 | Armin Schmidt | CG | 7 | Anjaly S R | | CG-Local |
| 4 | Li Li | CG | 8 |  | |  |
| **Highlights** | | | | | | |
| **No.** | **Topic** | **Description** | | | **Decision** | **Responsible** |
| **1** | Data Object list | Data Objects list to be stored into Sharepoint | | |  | Armin Schmidt |
| **2** | Naming Convention | Naming Convention to be followed for migration cockpit | | |  | Li will share the Naming convention for LTMC template |
| **3** | Line number 64 red highlighted in object list | Not in scope.After migration it may be used in maintenance phase | | |  | TEAM |
| **4** | Naming rules for Characteristics | To be names rules-Not found | | |  | TEAM |
| **5** | Data objects and Shana table | Data objects mapping to the SAP table list | | |  | TEAM |
| **Action Items** | | | | | | |
| **No.** | **Topic** | **Action** | | | **Due Date** | **Responsible** |
| **1** | Asana Tool | Asana Tool to be used for project management purposes | | | 11/09/2023 | Onsite/OffshoreTEAM |
| **2** | System Access to S4 | Source system to S4 access needed | | | NA | CG PMO |
| **3** | ETL Tool Access | Informatica tool access needed | | | NA | MCG |
|  |  |  | | |  |  |
|  |  |  | | |  |  |