**Minutes of Meeting**

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| **Meeting Name** | | Germany Pilot- workshop | | | | |
| **Stream** | | Data | | | | |
| **Date** | | 2023-09-12 | | | | |
| **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 | Armin Lange | MCE | 4 | Manivasagan Namasivayam | | CG-Local |
| 2 | Armin Schmidt | CG | 5 | Suresh Patra | | CG-Local |
| 3 | Li Li | CG | 6 | Anjaly S R | | CG-Local |
|  |  |  |  |  | |  |
| **Highlights** | | | | | | |
| **No.** | **Topic** | **Description** | | | **Decision** | **Responsible** |
| **1** | Folders and File Structure | Arrangement of files inside folders is needed | | |  | Onsite/OffshoreTEAM |
| **2** | Entries in Asana | For each tasks we will make entries in Asana tool | | |  | Armin Schmidt |
| **3** | Cut over plan | How much time needed for Extraction | | |  | Onsite/OffshoreTEAM |
| **4** | Volume of data | One year or more needed for extraction-will get confirmation from Business | | |  | MCE |
| **5** | Informatica Access | Awaiting for ETL tool access for transformation | | |  | MCE |
| **Action Items** | | | | | | |
| **No.** | **Topic** | **Action** | | | **Due Date** | **Responsible** |
| **1** | Next week Armin Lange’s vacation plan | Next week workshops should be scheduled on 22-Sep | | | 14/09/2023 | Armin Lange |
| **2** |  |  | | |  |  |
| **3** |  |  | | |  |  |
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