Date: 14/10/2019

Time: 3.30pm to 6pm

Venue: SOE/SOSS GSR 2-7

Attendees: Jia Ying, Leon, Sonia

Agenda:

1. Testing (local)
2. Scheduling
3. Updating slides

The meeting was adjourned at 6 pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,

Sonia