

Team agreement of team care takers.

Team Members:

1. Rohit Ujgera
2. Jayaram Varre
3. Sai vignan japa
4. Charan thatimalla
5. Ramya mynampati
6. Arshdeep singh

1. Team Goals and Objectives:

- Clearly define the objectives and goals of the project.
- Ensure that all team members are aligned with these goals.

2. Roles and Responsibilities:

- Assign specific roles and responsibilities to each team member.
- Ensure that everyone understands their role and how it contributes to the project.

3. Communication:

- Establish regular communication channels (e.g., weekly meetings, email updates, group chat).
- Agree on response times for emails and messages.
- Encourage open and honest communication among team members.

4. Decision-Making:

- Agree on a decision-making process (e.g., consensus, voting) for resolving conflicts or making important project decisions.
- Ensure that decisions are documented and communicated to all team members.

5. Work Distribution:

- Divide tasks and responsibilities evenly among team members.
- Ensure that everyone has a clear understanding of their workload and deadlines.

6. Meeting Guidelines:

- Set guidelines for conducting meetings, including agendas, time limits, and participation expectations.
- Ensure that meeting minutes are recorded and shared with all team members.

7. Accountability:

- Hold each team member accountable for their assigned tasks and deadlines.
- Establish consequences for missed deadlines or incomplete work.

8. Conflict Resolution:

- Establish a process for resolving conflicts among team members.
- Encourage open communication and collaboration to address conflicts in a constructive manner.

9. Timeline and Milestones:

- Develop a project timeline with key milestones and deadlines.
- Regularly review progress against these milestones and adjust plans as needed.

10. Review and Revision:

- Schedule regular checkpoints to review and revise the working agreement as necessary.
- Ensure that the working agreement remains relevant and effective throughout the project.

By signing below, we agree to abide by the terms of this working agreement and work collaboratively to achieve the goals of the project.

Rohit Ujgera

Charan thatimalla

[Team Member 1 Signature] [Team Member 4 Signature]

Jayaram Varre

Ramya mynampati

[Team Member 2 Signature] [Team Member 5 Signature]

Sai vignan japa

Arshdeep singh

[Team Member 3 Signature] [Team Member 6 Signature]