

MINUTES OF MEETING

Meeting Purpose:	Scheduled Meeting Between O&M And Marketing
Prepared and minutes taken by: Minhaz Hossain Deputy Manager, Sales & Marketing	Date: 16.08.2018

Date	:	August 16, 2018
Time	:	3.30 PM 4.30 PM
Venue	:	Khanson's Building (2 nd Floor), Karwan bazar C/A, Dhaka-1205
Meeting Attendees	:	1 O&M Team members
	:	2 Sales and Marketing Team members

Brief Description of the Agendas

S/L	Issue	Brief Description regarding the issue
1	Issues with Infobd24	<ul style="list-style-type: none"> - For SCL fiber, SCL will take care of any fiber cut/vertical/maintenance issue from now on - O&M is working to resolve this issue will update S&M
2	Issues with Clients at Munshiganj	<ul style="list-style-type: none"> - Clients are suffering at Munshiganj, Lohajang and Betka - I-Link up-gradation is pending at UG end. Timeline to be provided by Mr. Zahid - For Betka, Planning is going to rent a PoP at e.Co site for resolving the issues.
3	Issues with Multiple Clients	<ul style="list-style-type: none"> - MetroNet (Barisal Sadar-1) Configuration related issue - Pushpita Telecom- (Sylhet, Hobiganj) - Eirtel (Kushtia)- BW upgradation issue and client cancelled the WO - Infobd24 - BW up-gradation issue