| Accent icon | Meeting Minutes |
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# Call to order

A meeting of **Technology Committee Meeting** was held at **L2, Outer meeting room, Khan Son’s Building, Kawran Bazar** on **08 August 2017**.

# Attendees

Attendees included **[list attendee names]**.

# Reports

1. Lease line offloading

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| The Planning team has provided an update on the Lease Line Offloading process, and provides insights for the Q3, Q4 of 2017, and next year plan. According to the plan, they will offload:   * Q3: 4 STM, 2E1 (Total Capacity 44) * Q4: 5 STM, (Total Capacity 78) * 2018: 7 STM, 1DC, (Total Capacity 129)   A DHK-CXB link need approval from Gateway Team before offloading.  A detail list of the previous offloading links has been presented also | |
| Approval | * Confirmation from IIG regarding DHK-CTG link |
| Concern Party |  |

1. BL 250 connectivity update

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| Implementation Team provide an update of the BL 250 connectivity progress. With the current pace, they can complete within the timeline.   * Site ready: 14/250 * Partial ready: 18/250   They can ready 30-32 sites within this week in total.  No PAT has been received from Banglalink  They also present a list of 250 links according to district wise with distance covered. | |
| Approval |  |
| Concern Party | Rizwanul Islam |

1. Network Maintenance takeover in Ctg Metro

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| Due to poor maintenance quality & high MTTR, O&M2 are planning to take over the whole maintenance network in Chittagong Metro (Total 272 KM) from FNF & BD Connect to SCL Own Team (monthly costs BDT 245,500 and 58,000 consecutively)  Average MTTR is 15 and 13 hours for two vendors.  Action Plan:   * Physical survey in 1 month * 126km new fiber deployment required * New Recruits for the maintenance/implementation team | |
| Approval | * MD Sir has given his consent that SCL will take over from the vendors. |
| Concern Party | Yasir Bhai |

1. Dhaka-Benapol lease link Status

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| Couldn’t held due to absence of Khalid Bhai | |
| Approval | N/A |
| Concern Party | Khalid Bhai |

1. SCL process maturity project:

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| Marshal has presented his plan of forming a Process Improvement Team (PIT) and work with the existing departmental specialists to improve the process.  A Gantt Chart of timeline has been presented showing the completion of project by July 2018. | |
| Approval | He will verify the process with MD Sir. |
| Concern Party | Marshall Tebben |

# Next in business Agenda

* Road Expansion impact
  + Rajshahi-Naogaon
  + Rajshahi-Natore
  + Jessore-Benapole
* Countrywide network road map of SCL
* Statistics of last 6 months for STM-16 from Fiber@Home
* OPUS and Inventory Management