ITSolutions: Mock/Actual Interview Summary

System: Season's Flavour

Project Reference: SF/SJ/2003/12

Interviewee: 1) Anant Sharma(**Role Play**/**Actual**)   **Designation**: CEO at Season's Flavour

        Contact Details: Email/Phone no. (**Only for Actual**)
        Organization Details: Name & Address (**Only for Actual**)

Interviewer: 1) Anil Joshi   **Designation**: Business Development Executive-ITSolutions

        2) Anurag Joshi   **Designation**: Developer - ITSolutions

Date: 14/8/2003   **Time:** 14:30

Duration: 45 minutes   **Place:** Anant's Office

Purpose of Interview:
Preliminary meeting to identify problems and requirements
regarding security at the Season's Flavour site.

1. Very little security at present, both in building and on site
2. Lack of security on site appears to have allowed leaks about designs
3. Any new security measures must not offend staff
4. *(action: interview some staff members)*
5. Receptionist not in central position in entrance to the building *(Move receptionist's desk facing main entrance)*
6. Staff often needs to use cars during the day; problem finding a space when they get back
7. Not clear exactly how staff uses car park *(ask staff to fill in the questionnaire on car park usage)*
8. Car park frequently used by people not connected to the company
9. Two entrances to car park *(introduce one-way system; entrance to park via front only)*
10. No penalty for unauthorized parking
11. Impossible to tell if car park is full without driving round it

12. Further discussions needed when more information is available.
    (arrange follow-up meeting with Anant and Keshav (in about a week's time)