

Minutes of Meeting

Meeting Summary							
Meeting Title	Pratishruti Create this Meeting on Wednesday at 10.16(22-01-2025)						
Date & Time	22 Jan 2025 , 10:14 AM to 01 :24 PM	Meeting Mode	Physical				
Location	DIf - 430						

At	Attendance				
#	Name & Email	Attendance			
1	Pratishruti Sahoo (pratishrutisahoo7@gmail.com)	Present			
2	Sunil Moharana (suniIntspl@gmail.com)	Present			
3	Monalisa Mahanta (monalisamahanta98@gmail.com)	Absent			

Dear Sir/Madam,

With reference to the meeting held on 22 Jan 2025, please find the below points for your reference.

Agenda Title

Agenda Title - Create, Edit, Reschedule Email Template

Topic To Discuss

Agenda Description - Create, Edit, Reschedule Email Template

Agenda Description - Create, Edit, Reschedule Email Template

Agenda Description - Create, Edit, Reschedule Email Template

#	Minutes	Responsible Person	Due Date	Priority
	Minute Title			
	minute one			
1	Minute Description	NA	NA	Low
	minute one description			