Minutes of Meeting

Meeting Summary			
Meeting Title	Log test Meeting module		
Date & Time	28 Nov 2024 ,11:10 AM to 00:09 PM	**Meeting Mode**	Physical
Location	Room 002, DLF Phase 5, Gurugram		

Attendance		
#	**Name & Email**	**Attendance**
1	Aditya Kumar Sahoo (aditya.sahoo@ntspl.co.in)	Present
2	Harihar Nayak (node.js@ntspl.co.in)	Present
3	Biplab Nayak (biplabnayk1@gmai.com)	Present
4	Shivaram Mohapatra (shivaram1@ntspl.co.in)	Present
5	wertyuiop (ertyuio@gmail.com)	Absent
6	Subham Lenka (subham@ntspl.co.in)	Absent
7	Tuhinanshu Parida (tuhinanshuq@ntspl.co.in)	Absent

Dear Sir/Madam,

With reference to the meeting held on 28 Nov 2024, please find the below points for your reference.

Agenda 1: Agenda one			
#	**Minutes**	**Responsible Person**	**Due Date**	**Priority**
1	Action one log	Aditya Kumar Sahoo (aditya.sahoo@ntspl.co.in)	29 Nov 2024	Low
2	Minute log	NA	NA	Low

Agenda 1: Agenda one

#	Minutes	Responsible Person	Due Date	Priority
3	Action two log	Harihar Nayak (node.js@ntspl.co.in)	29 Nov 2024	Normal
4	Action three log	Harihar Nayak (node.js@ntspl.co.in)	28 Nov 2024	Low

Agenda 2: Agenda 2

#	Minutes	Responsible Person	Due Date	Priority
1	Agenda 2 Action 1	Aditya Kumar Sahoo (aditya.sahoo@ntspl.co.in)	28 Nov 2024	High
2	Agenda 2 Action 2	Harihar Nayak (node.js@ntspl.co.in)	29 Nov 2024	Normal
3	Agenda 2 Action 1	Biplab Nayak (biplabnayk1@gmai.com)	28 Nov 2024	Normal