

## Minutes of Meeting

| Meeting Summary |   |              |          |
|-----------------|---|--------------|----------|
| Meeting Title   | rsvp test   |              |          |
| Date & Time     | 01 Jan 2025 ,07 :09 PM to 08 :09 PM   | Meeting Mode | Physical |
| Location        | vcdvcdNalini Nilaya, Green Park, Kalarahanga, Near KripaluResidency, Patia, Bhubaneswar, 751024 |              |          |

| Attendance |  |            |
|------------|--|------------|
| #          | Name & Email                                     | Attendance |
| 1          | Soumya Ranjan Mishra (soumya.mishra@ntspl.co.in) | Present    |
| 2          | Harihar Nayak (node.js@ntspl.co.in)              | Present    |
| 3          | Guest Atten (guestatten@gmail.com)               | Absent     |
| 4          | ddadws (cdvcfd27@gmail.com)                      | Absent     |
| 5          | defded (sbi@gmail.com)                           | Absent     |
| 6          | Aditya Kumar Sahoo (aditya.sahoo@ntspl.co.in)    | Absent     |
| 7          | new guest (n@g.in)                               | Absent     |

Dear Sir/Madam,

With reference to the meeting held on 01 Jan 2025, please find the below points for your reference.

| Agenda 1: agenda one |                    |                    |          |          |
|----------------------|--------------------|--------------------|----------|----------|
| #                    | Minutes            | Responsible Person | Due Date | Priority |
| 1                    | minute description | NA                 | NA       | Low      |

Agenda 1: agenda one

| # | Minutes            | Responsible Person                                  | Due Date    | Priority |
|---|--------------------|---|-------------|----------|
| 2 | action description | Soumya Ranjan Mishra<br>(soumya.mishra@ntspl.co.in) | 15 Jan 2025 | High     |