

Minutes of Meeting

Meeting Summary			
Meeting Title	Edit meeting Check		
Date & Time	16 Nov 2024 ,05:08 PM to 06:08 PM	Meeting Mode	Physical
Location	ROOM-505, DLF Cybercity		

Attendance		
#	Name & Email	Attendance
1	Snigdha Pradhan (seo@ntspl.co.in)	Present
2	MOMTESTEREMPLOYEE (momtesteremployee@gmail.com)	Present
3	soumya ranjan mishra (soumya.mishra@ntspl.co.in)	Present
4	Aditya Kumar Sahoo (aditya.sahoo@ntspl.co.in)	Present
5	Guest one (guest1@gmail.com)	Present
6	Guest two (guest2@gmail.com)	Present
7	aa (A@gmail.com)	Absent

Dear Sir/Madam,

With reference to the meeting held on 16 Nov 2024, please find the below points for your reference.

Agenda 1: Agenda 1				
#	Minutes	Responsible Person	Due Date	Priority
1	Minute 2	NA	NA	Low

Agenda 1: Agenda 1

#	Minutes	Responsible Person	Due Date	Priority
2	Minute 1	NA	NA	Low
3	Minute 3	NA	NA	Low

Agenda 2: Agenda 1

#	Minutes	Responsible Person	Due Date	Priority
1	Action 2	Snigdha Pradhan (seo@ntspl.co.in)	16 Nov 2024	High
2	Action 3	Aditya Kumar Sahoo (aditya.sahoo@ntspl.co.in)	16 Nov 2024	Normal
3	Action 1	Aditya Kumar Sahoo (aditya.sahoo@ntspl.co.in)	18 Nov 2024	High

Agenda 3: Agenda 1

No Minute Created

Agenda 4: Agenda 2

No Minute Created

Agenda 5: Agenda 3

No Minute Created

Agenda 6: Agenda 4

No Minute Created