

ACTIONS

1. Ensure written content across the board is concise, and to the point.
2. Better layout and font choice has been implemented.
3. Allocation of testing, time-frame and risks to Hugo and Tim
4. Assessment of financial aspects to be collected and drafted by Sunday 7th of October
5. Tetsu to finalise the financial aspects from this date
6. Discussed tools, and provided further information to Ahmet in regard to this segment.