

**ICT PROJECT MEETING MINUTES**

**HELD ON 30 June 2023 AT 1630 HRS**

**In attendance:**  Kelvin Randa (KR), Buddy Kumapenda (BK), Christabel Chinyanganya(CC) , Takunda Chidanika (TC)

**Apologies:**  Clive Msipha (CM), Brian Hamadziripi (BH) , Tatenda Mawaya(TM)

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|  | **Action Points** | **By Whom** | **By When** |
| 1 | **CMS**   * System monitoring | **BK** | **Ongoing** |
| 2 | **Credit Management System & Phase ii**   * Monitoring and evaluation. * Cms demo: proposed date tuesday this week, All modules for business development complete | **KR & BK** | **Ongoing** |
| 3 | **USSD**  **Econet**   * Econet still to contact us regarding the contract, visiting their office unfruitful since the contact person are working from home, receptionist advise to engage us once she get response from the team | **KR & BK** | **TBA** |

**AOB**

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|  | **Action Points** | **By Whom** | **By When** |
| **1** | **ICT Hardware Requirements**   * Have consulted others who refurb and do repairs for quotes. * Only gokwe machines are remaining-to be brought on brand day * Looking forward to refurb the machines that can be reused and reassigned | **BK** | **TBA** |
| **2** | **Payboxes**   * Monitoring the box in real time and provide feedback. * Average use of the machine with now relatively large amounts | **BK** | **Ongoing** |
| **3** | **VPN**   * The link is now up. | **BK** | **30.06.2023** |
| **4** | **Solar Upgrade**   * Byo and Gokwe done. Harare inside system was installed. | **BK** | **30.06.2023** |

**Meeting adjourned 1703HRS**