



## **Girikon Solutions Private Limited**

<https://girikon.com/>

© GSPL

**Date: 3rd Oct 2019**

**Location: Venus (Conference Hall)**

**Reference Id: GSPL/MRRM/Oct01-2019**

## **Monthly Resource Review and Planning Meeting**

Respected All,

The Monthly Management Review Meeting has been conducted on 3rd Oct 2019 in Conference room based on the current challenges, status on the previous MOM issues and conclude the solution. The members of the meeting discussed the agenda points and following persons were present in person.

Name of Member	Designation	Name of Member	Designation
Ashok Anibha	Director Operation	Ranji Nath	Program Manager
Alok Anibha	Director – Delivery	Ravi Verma	Manager – IT
Sanatan Dey	Manager – Operation & Technologies / Compliance	Shailendra Jha	Manager – finance & Admin
Awanish Shukla	Technology Officer	Pradeep Singh	Manager- Project
Kalpana Singh	Manager- Human Resource	Pramod Kumar	Technical Architecture
Avinash Singh	Release Manager (Dev Ops)		

Agenda	Details of the Discussion	Responsibility
Project Discussion	Pradeep Singh, Rajni Nath & Sanatan Dey Presented their Project progress of the different project. No Major escalation has been reported in any project. Management further discussed to develop an internal app for smoothing the billing process and resource management. The app needs to be developed by the on-bench resources.	Alok Anibha Kalpana Singh
Human Resource	Kalpana Informed that HR team had scheduled interview on 12 <sup>th</sup> and 13 <sup>th</sup> October for Bangalore, approx. target for the interview would be to interview minimum 50 resource.	Kalpana Singh Pramod kumar Avinash Singh Sanatan Dey
Office Set up Bangalore	Sanatan updated to all the stake holder that Bangalore office interior work has started with bit delay on the AC installation. Office warming date has been finalised to 11 October.	Sanatan Dey
IT	Ravi Verma has been asked to procure all the necessary IT infrastructure for the Bangalore office.	Ravi Kumar

Name	Signature	Name	Signature	Name	Signature
Ashok Anibha		Alok Anibha		Awanish Shukla	
Avinash Singh		Pradeep Singh		Pramod Kumar	
Ranji Nath		Kalpana Singh		Ravi Verma	
Shailendra Jha					