



## **Girikon Solutions Private Limited**

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**Date: 13<sup>th</sup> Aug 2019**

**Location: Venus (Conference Hall)**

**Reference Id: GSPL/MRRM/Aug-2020**

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

The Monthly Management Review Meeting has been conducted on 13<sup>th</sup> August 2019 for the current challenges and identify the potential solutions. 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, Ranji Nath & Sanatan Dey Presented their Project progress of the different projects, discussed the resource crunch. Management has assured to allocate resources wherever required from the bench strength or by hiring experience skilled resource. Further directive has been given to Human Resource Manager to discuss the skills with the different Project Manager & Team lead.	Kalpana Singh, Pradeep Singh
Human Resource Challenges	Manager HR discussed the challenges that are being faced by the HR department. They discussed that we are in North India and most of the people from south are not interested to relocate to North India. Hence due to these issues, sometime face the challenges to on-board the skilled resources. Further she enquired about the office Setup status in Bangalore. Management has given the updates on the Bangalore Office setup.	Kalpana
Office Setup Bangalore	Sanatan presented the different options of the office location with various price and location advantages. Management Further directed Sanatan Dey to finalise the deal of office space at Brigade IRV centre at Whitefield Bangalore.	Sanatan Dey Shailendra Jha (Finance Approval)
IT	Sanatan Raised the issue of VAPT that needs to be done through Third-party vendor. Further direction has been given to identify the Vendor to do the needful.	Ravi Kumar
IT	Sanatan Raised the concerns relate IT gaps for the infrastructure and management further directed Ravi kumar to block all the USB port media access of all the pc/Laptop. If access of USB port media access required by any resources, then required permission will be needed from the compliance officer.	Ravi Kumar Sanatan Dey

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					