

**Minutes of Meeting (MoM)** Date: 9th May 2025

**Subject:** IT Operations & Compliance Update

**Attendees:** Mr. Krishna (Guwahati) Mr. Rajiv & Sahil (Mohali) Mr. Sundar (Hyderabad) Mr. Prabhu (Bhubaneswar) Mr. Amar (Asansol)

**Facilitator:** Mr. Gyan

Today, we met and discussed the following points:

1. **NAS Delivery** – NAS has been ordered and is expected to be delivered in **Hyderabad** in the coming week.
2. **Patch License Activation** – The **patch management license** will be activated in the **Kaspersky Admin Console** by **end of day today**.
3. **Portal Changes** – We discussed proposed changes in the portal related to **CRF approval workflow** and **risk identification & management analysis**.
4. **Endpoint Updates** – We verified the status of **endpoint updates** across all locations; currently, **no issues have been reported**.
5. **Hardware Requirement in Asansol** – There is a requirement for **SSD and RAM** at the **Asansol location**, which will be discussed further with **Prashant Sir**.

**Closing Remarks:** We are committed to simplifying operations and aligning with industry best practices.

Your support and cooperation are essential in achieving our goals, and please know that the IT team is equally dedicated to supporting all centers in return