

Minutes of Meeting (MoM) Date: 20th June 2025

Subject: IT Operations & Compliance Update

Attendees: Mr,Krishna (Guwahati)Mr. Rajiv & Sahil (Mohali) Mr.Sundar (Hyderabad) Mr. Prabhu ,Mr.Anil,Mr.Deepak, Mr.Shashikanta (Bhubaneswar) Mr.Amar (Asansol)

Facilitator: Mr.Gyan

Today, we met and discussed the following points:

1. Antivirus Status – Guwahati (Swiggy):

- Antivirus is **not updated on all systems** at the Swiggy site in Guwahati.
- This is **critical** and must be resolved on **priority**.

2. Site Visit – Asansol:

- **Prabhu** will be visiting Asansol to **identify and resolve the internet issue**.
- He will also address other pending tasks during the visit.

3. AD Server Remote Access – Policy Issue:

- **Krishna** will provide **remote access** of the **AD server** to **Anil** to help troubleshoot the **policy issue**.

4. NAS Configuration – Hyderabad:

- NAS needs to be **configured and deployed** for the **Hyderabad center**.

5. Headsets Dispatch – Hyderabad:

- **Headsets** need to be **dispatched to the Hyderabad office** as per the current requirements.

6. Patch Issue – Mohali:

- The **patch update issue** is **still unresolved** at the **Mohali center**.
- Requires follow-up for resolution.

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