

<b>Attendees</b>	Esther, Ziteng, Desmond
<b>Date</b>	2017/10/14
<b>Location</b>	SIS GSR 2-2
<b>Meeting Agenda</b>	<ul style="list-style-type: none"> <li>- Feedback from Mid-Term Review</li> <li>- Reconsolidating and creating new Master File</li> <li>- Mapping the process flow</li> <li>- Working on interim report</li> </ul>
<b>Notes</b>	<ul style="list-style-type: none"> <li>- Team sat down to discuss feedback of presentation.</li> <li>- Chose 1 product to map the process flow from end-to-end</li> <li>- Discussed on the different variables required for the Master file <ul style="list-style-type: none"> <li>o Manually merged BOM file, PIR file, Link from PIR file, Condition Type file, Plant Description file etc.</li> <li>o Used JMP to merge and joined the files accordingly based on same variables</li> </ul> </li> <li>- Discussed on next steps <ul style="list-style-type: none"> <li>o Meeting Team 1 Joanne on Monday (16/10/2017)</li> <li>o Meeting Prof on Tuesday (17/10/2017)</li> <li>o Meeting JnJ on Friday (20/10/2017) for another review</li> </ul> </li> </ul>