

CHOCOLICIOUS CLIENT MEETING MINUTES #4

Date: 4th August 2014
Time: 11 am
Venue: Admin Building Level 12 Meeting Room 2

Attendees: Terence Chu (Chocolicious)
 Phang Ming Min (Chocolicious)
 Balakrishnan Jagadesh (SMUSA)

Apologies: NIL

Agenda: 1. Discuss about integration with SAP

	Note	Actor	Due Date
1	Following conditions must be met before integration will be allowed: <ol style="list-style-type: none"> 1. Must have long-term maintenance 2. Hardware. Must have duplicate/backup in case crash → harden the hardware 3. OS/DB must have regular patching (always updated) 4. Software must be subjected to security screening. Both black box and white box 	-	-
2	Things to follow up on <ul style="list-style-type: none"> - Draw end-to-end process flow - Joint meeting again (IITS, SMUSA, Finance and us) - Send him the report - To finish the addition of new field 	Alan Yeo	6 th Aug TBC 4 th Aug By end September or first week of October

The meeting was adjourned at 11.30am. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,

Phang Ming Min

Vetted and edited by,

Terence Chu

Balakrishnan Jagadesh