



## **MINUTES FROM THE MEETING HELD ON 2<sup>nd</sup> MAY, 2021 COMPANY MAIN OFFICE**

### **AGENDA**

1. Prayer and Introduction
2. Chairman's Remarks
3. Brief on garden eggs local interception of 13<sup>th</sup>/04/2021
4. Presentation on action plan on how to mitigate future interceptions
5. How to improve compliant systems at the packhouse & field
6. Way forward

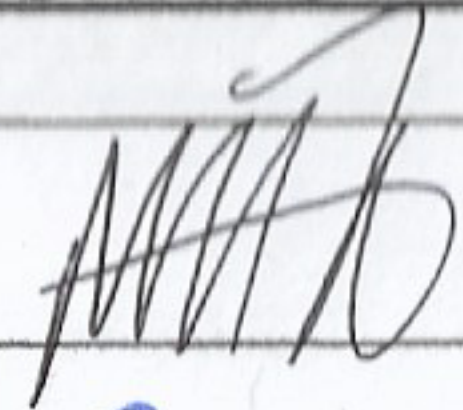

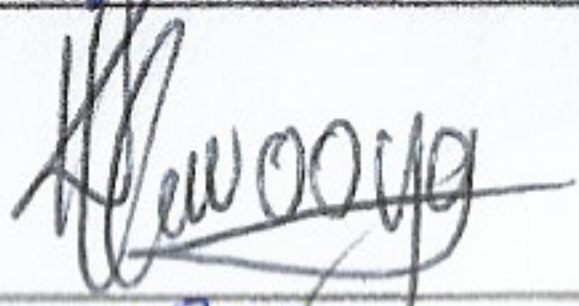
<b><u>Agenda Item</u></b>	<b><u>Discussion</u></b>	<b><u>Action point</u></b>
<b>1. Prayer and introduction</b>	Prayer was led by Mr Bashir Kisuule and thereafter member introduction was done.	
<b>2. Chairman remarks</b>	The meeting was chaired by Mr. Moses Kasule who welcomed members to the company meeting and emphasized the importance of the company's image. Mentioned that the packhouse will have to be overhauled in order to achieve this	



<b>Brief On The 2021 Action Plan</b>	<p>This was presented by Mr. Kibirige Abraham who explained that the new action plan was rolled out to achieve;</p> <ul style="list-style-type: none"> <li>• Systematic procedures at the packhouse</li> <li>• High level of hygiene &amp; organization</li> <li>• Decrease interceptions</li> </ul>	<ul style="list-style-type: none"> <li>• Establish a budget for the following year</li> </ul>
<b>4. Presentation On Ideas On How To Implement These Plans</b>	<p>This was led by Mr. Ali Kiyingi who explained that these action plans are aimed at addressing the issues of limited space at the packhouse compared to the volumes of products</p>	<ul style="list-style-type: none"> <li>• New architectural plans for the packhouse to be drawn up.</li> </ul>
<b>5. Way Forward</b>	<p>The next meeting was proposed for 2<sup>nd</sup> August 2021</p>	



**ATTACHMENT:****REGISTRATION SHEET:**

<b><u>NO.</u></b>	<b><u>NAME</u></b>	<b><u>ROLE</u></b>	<b><u>SIGNATURE</u></b>
1.	Moses KASULE	CEO	
2	Ali KIYINGI	INTERNAL OPERATIONS MANAGER	
3	Kibirige ABRAHAM	ADMINISTRATIVE COORDINATOR	
4	Kisuule BASHIR	QUALITY CONTROLLER	