Equipme	nt Deliv	ery Coc	ordination	Meeting	Mir	ute	S
Date:							
Time:							
Location / Platfo	rm:						
Attendees:							
•							
•							
Agenda							
•							
•							
Equipment	Deliverv D	etails					
				ery Date Locati		Notes	Notos
Equipment	Quantity Supplier Expected Deliver			ry Date Locati		ion	Notes
Action Items	8						
Action	Responsible Person			Due Date		Status	
Discussion	Points						
•							
Next Meeting:							
Date: Time: Location / Platform	ո։						
Prepared by:							
Prepared by:							
Prepared by:							