

No	Work	Status	
1.1	October C order - China art work	Ongoing	
1.2	Embose no's	Done	
1.3	Payment confirmation	Done	
1.4	November A list	Ongoing	
2.1	October C Art work corrections	Done	
2.2	APLA photos edditing	Pending	
3.1	Tomorrow APLA event	Done	
3.2	APLA Items	In the car	
3.3	Safna cards clean	In the car	
4.1	Prepare salaries	Done	
4.2	Deposite salary cheque	Pending	
5	Ammarr calender option development	Ongoing	
6	Monthly progress - Ruvindu	Done	
7	Safna November plan	Ongoing	
8	Meeting with all staff (one on one)	Pending	
9	Ikman Add - 2 developers, 1 designer and sales team	Pending	
10	Techno Lanka Progress	Pending	Not answering
11.1	Com bank - pvt ltd - online banking facility	Pending	Monday
11.2	HNB - pvt ltd - ATM card	Pending	Monday