

## Meeting Minutes

---

### ***Project Title: Strengthening of the research and educational capacity on advanced technology of Assiut University (AU)***

Meeting: Equipment and Facility Improvement Committee (EFIC)

No. (8)

Date: Tue, 10/04/2018

Time: 11:00 AM to 12:00 PM

Place: PMO (Project Management office).

Attendees: Prof. Dr. Koo (PF), Prof. Dr. Mohammad Atef (Elec/PP), Dr. Mohamed Omar (Mech/PP), Dr. Nabil Sabor (Elec/PP), Dr. Ahmed Al-Nozahy (Elec/PP), and Mr. Ahmed Gamal (PA)

---

#### Discussion:

### **Progress check for major activities of Consumables for FabLab and Circuit Lab**

- 1- The consumable list with FabLab/Dr. Omar and Circuit Lab/Dr. Atef
- 2- Dr. Koo/PF : buying the Consumables for the two labs will be directly purchased by KOREATECH project credit card
- 3- Confirming the consumables suppliers and delivery date
  - 1) Planned consumable supplier's delivery date is proposed between 4 weeks and 8 weeks : unrealistically long-time
  - 2) Not accepted by the KOREATECH delegation team
  - 3) In fact, mostly conventional items available from the general electrical components markets in Cairo
- 4) The KOREATECH delegation team decided to call for the new supplier for match the delivery date in two-weeks periods which is before the 25<sup>th</sup> of April**

#### Agreed points of mutual parties:

- The consumables for FabLab (ME) and Basic Circuits Training lab (EE) be purchased by credit card and will be decided the

supplier which can match the delivery date before the end of April