



B.R.N. ENTERPRISE CO., LTD.

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Meeting Record — Development Substantially Complete Checkpoint

Document	Meeting Record	Release	29/05/26 V1.0
Project	BRN WMS	Project code	200-WMS-26-001-00
Project period	05/01/26–24/08/26		

1. Purpose

This record documents the project checkpoint meeting held at the development baseline milestone. It is the meeting counterpart to Progress Status Record 9 of 13; the task status and evidence reported here are the same as those recorded in that Progress Status Record.

Implementation evidence for this checkpoint: a0677d6 — Classe methods: remove reducdancy (final main-development commit)

2. Participants

No.	Name	Project role	Attendance
1	Seri Viriyasakultorn	Project Sponsor / Customer Representative / Authorized Approver	Attended
2	Apirach Supattaratpateep	Project Manager	Attended
3	Noppong Chareunsook	System Analyst	Attended
4	Thanakorn Sathitwitayakul	Developer	Attended
5	Parin Ngamkham	QA / Tester	Attended
6	Yaowalak Bangchomphoo	Document Control	Attended

Time and location were not recorded contemporaneously.

3. Agenda

No.	Item
1	Confirm completion of the implementation tasks 3.1–3.10
2	Review security hardening and lifecycle review outcomes
3	Review the corrections raised during implementation

No.	Item
4	Agree the transition to verification, validation and documentation

4. Project progress

Tasks 3.8 (real-time services and scheduled jobs), 3.9 (security hardening and lifecycle review) and 3.10 (refactor and development baseline) all closed at 100% on their planned dates. The substantially complete development baseline was reached as scheduled on 29/05/26.

5. Discussion and decisions

The Developer confirmed that all planned implementation tasks were complete and that the security hardening and document-lifecycle reviews had been carried out, with the resulting fixes recorded in the Correction Register. The meeting agreed that the development baseline was reached and that the project would move to verification, validation and operational documentation from 30/05/26. It was noted that formal verification, validation and acceptance evidence still had to be consolidated after development.

Action items

No.	Action	Owner	Target
1	Consolidate verification and validation evidence against the requirement baseline	Reviewer / Tester	31/07/26
2	Prepare user, operation and maintenance documentation	Developer / Document Control	07/08/26
3	Link implementation corrections to test evidence in the Correction Register	Developer / QA	Before acceptance

Next checkpoint

At the stabilization milestone.

6. Approval

Prepared by

Name: Apirach Supattaratpateep

Role: Project Manager

Signature: _____

Date: _____

Technical evidence provided by

Name: Thanakorn Sathitwitayakul

Role: Developer

Signature: _____

Date: _____

Reviewed and authorized by

Name: Seri Viriyasakultorn

Project roles: Project Sponsor / Customer Representative / Authorized Approver

Position: Managing Director

Company: B.R.N. Enterprise Co., Ltd.

Signature: _____

Date: _____