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**From:** Matthew Crosse  
**Sent:** 19 December 2007 18:11  
**To:** 'Richard.Walker@bilfinger.co.uk'; 'Flynn, Michael (Siemens TS)';  
'Scott.McFadzen@bilfinger.co.uk'; 'Wright, Stephen'  
**Cc:** Susan Clark; Steven Bell; Geoff Gilbert  
**Subject:** Agenda for Progress meeting at 11.00 tomorrow  
  
**Importance:** High

Please see below for tomorrow. (Scott please can you ensure that Steve receives a copy. I think we need at least 2 hours.

1. Sign agreements (Mobilisation and Contract price Agreement)
2. Review critical priorities for FC programme
3. Contract suite. Status and close out
4. Pricing:
  - a. 1B
  - b. Milestone Payments schedule
5. VE priorities and actions
6. CAF progress and programme
7. Technical:
  - a. ERs
  - b. Proposal update
  - c. Letters on quality and performance
  - d. GBR
8. Programme
9. SDS Novation
10. Last meeting minutes/ AOB

Kind regards

Matthew

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