

FECHA 08/05/14

LUGAR Zonamérica, edif. @1, of 307

CLIENTE UBS Financial Services

OBRA Zonamérica, edif. @1, of 303-304-305-306

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The following minute reflects what was discussed on today's call:

ACTIVITY	RESPONSIBLE	TARGET	STATUS	OBSERVATIONS
Kick-off	CONTRACT	May 12	In process	Depends on the activities below
Fire detection plan	ZONAMERICA		Requested	Necessary for coordination of works
Protections in common areas of the building	ZONAMERICA	May 12	Requested	Requirement for beginning of construction
Formal approval of plans	ZONAMERICA	May 12	Requested	Requirement for beginning of construction
Registration of construction works in BPS	ZONAMERICA	May 12	Requested	Requirement for beginning of construction
Portable toilets	ZONAMERICA	May 12	Requested	Requirement for beginning of construction
Removal of existing furniture and equipment	UBS	May 9	In process	Requirement for beginning of construction
Send originals of signed docs	UBS		Requested	Requirement for issuing invoices to UBS
Give feedback on contract by lawyers	UBS		Requested	Requirement for issuing invoices to UBS
Access control and camaras requirements	UBS	May 14	Requested	Necessary for coordination of works
Define desk in Sofía's office	UBS	May 12	Requested	Necessary to define purchase of furniture
Delivery of set of drawing in PDF	CONTRACT	May 14	Requested	
Final layout identifying reused and new furniture	CONTRACT	May 14	Requested	
Deductions to the budget: furniture and preliminary works done by Zonamerica	CONTRACT	May 14	Requested	

Esta minuta refleja el entendimiento y conclusiones alcanzadas por los asistentes llevadas a cabo durante la junta arriba citada. Se solicita que en el caso de tener cualquier comentario que difiera de lo expresado lo comuniquen por escrito dentro de las 48 hs de recibida la presente, caso contrario se dará por conformada. Se envían copias a todos los presentes en la reunión.