MEETING MINUTES

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| MINUTES | | | | |
| Project Name: | Establishment of a Comprehensive Geospatial Database & GeoPortal for Madinah Municipality | | | |
| Meeting Name: | System Analysis | Meeting Time: | 1.00 | |
| Meeting Location: | IT Office Amanah | Meeting Date: | 08.04.2019 | |
| Purpose and Objectives of the meeting:  To discuss the detail system requirement for Splitting Merging Department | | | | |
| Present: | Name | | | Initials |
| Amanah | Mervan Sennomi – Splitting Merging Department Manager | | | MS |
| GeoTech | Muhammad Yousaf | | | MY |
| GeoTech | Wajid Hanif | | | WH |
| GeoTech | Nizar Fahti | | | NF |
| GeoTech | Mustafa | | | MU |
| GeoTech | Baris ULUZMANOGLU | | | BU |

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| AGENDA TOPICS DISCUSSED | |  |
| Summary Description of Topics discussed by Agenda Item | | Ref to Action Item |
| 1. | System Analysis – Parcel Splitting/Merging Service | 1 |
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| Item Discussed | |
| 1 | * Engineering office check to the related parcel exist or no? * If it exists Engineering office split to the parcel using by MapInfo desktop application. * Engineering department sending request for splitting or merging department. * When request come in the oracle form application click to the show button. * Than MapInfo desktop application is opening and displays require parcel feature and related layer. * When checking steps is finalize MapInfo desktop application press the approve button. Than insert to the database parcel information. * We can access to the parcel:   + Parcel No   + Street No   + Plan No * Before sending request prepare temporary split parcel layer (parcel\_ifraz) and put to the share folder inside ifraz folder. * Sent to request from IFRAZ Office for approval to the split parcel. * After approved Ifraz Office this step there is unorganized parcel. Engineering office generated text file from MapInfo scripting tools. * After generated text file update to the GIS database for related parcel vertex. * Next form it will display required parcel on the map. Than move to the oracle temporary table. * Than Engineering office take a document screenshot send a request splitting department. They are checking and make a validation:   + Engineering department office approve * After this process delete old parcel and add new parcels from Plan\_Ifraz\_Approved.txt file. * There is also sometimes parcel or building information is not available or not valid. Split and Merging Department sending request to the central plan department. |

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| Action Items | | Person Responsible |
| 1 | * GeoTech will prepare the System Analysis Report which will include the complete technical detail about this meeting | BU |