

| Task | Description | Responsible |
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| | <p>he maintenance list in collaboration with the Building Manager. The list will be uploaded in PDF format to NDPC's website every quarter as before.</p> <ul style="list-style-type: none"> Residence reporting to Immigration after arrival for Co-owners and tenants will be carried out free of charge by Varaporn via the online hotel-based system. If the online hotel-based system is down, the TM30 registration must be carried out by each resident or via the service provider for a fee. | <p>Ivar</p> <p>Co-Owner / tenant</p> <p>Co-Owner / tenant</p> |
| 11-2024 | <p>Monthly Inspection</p> <ul style="list-style-type: none"> The Board reviewed the report from Ivar regarding the building inspection carried out by the Board on 22nd March. The report refers to inadequate cleaning at several places, necessary repair of cracks and painting several places in both buildings. The Board believes that minor maintenance tasks can be carried out by a technician who is available one day a week. The report has been sent to Varaporn for further follow-up in collaboration with the board. | <p>Ivar</p> <p>Varaporn & Ivar</p> <p>Varaporn</p> <p>Varaporn & Ivar</p> |
| Other | <ul style="list-style-type: none"> The Board has requested the translation of NDPC's Regulations / Bylaws registered at the Land Office. The assignment has already been paid for by NDPC. The Board has decided to shut of the facade light on both buildings by midnight to save electricity. | <p>Varaporn</p> <p>Varaporn</p> |
| | Next Board meeting will be in May. | Ketil |



Olav Lindal, secretary