

How to update the existing file

1. Open the monitoring catalogue excel sheet
2. create a new column everyday for the respective date

	I	J	K	L	M	N	O
1	Description	Priority	Frequency	Dependencies (if any)	Re-Run Procedure	In case, Re-Run does not work, escalate to ?	9-Sep
3	Billing Jobs	HIGH	Daily/21:15		Monitored by Adagio team. They will try to investigate first and if issue is identified then they will perform correction and re-run the job		finished
4	Billing Jobs	HIGH	Daily/22:45(except Saturday and Sunday)		Monitored by Adagio team. They will try to investigate first and if issue is identified then they will perform		finished