

1. Scrum team Network/Secops working agreement

Team Preferences

Team Member	Meghna Tiwari	Devesh Shastrakar	Marc Nakachdjian	Mehdi Boluta	Jerome Jure	Hervé MAYODE	Scott O'Neill	Zaheed Baig	Danny Cooke
Role and main skills	Scrum Master	Product Owner	Azure Solution Architect	Network Expert	Infra Solution Architect	Secops Engineer	Azure Architect	GCC Tech Lead	Devops Engineer
Working location and timezone	Pune	Pune	LYON	LYON	LYON	LYON	OLDBURY	Pune	BRUXELLES
Working hours and commitments	11-7pm IST ,	11-7pm IST ,	10 - 8pm CET	10 - 8pm CET	10 - 8pm CET	10 - 8pm CET	10 - 8pm CET	11-7pm IST	10 - 9pm CET (9am UK- 8pm UK)
Working environment and preferences	<i>I work from my home office and block out Mondays and Friday for deep work .</i>	I work from home office and office (Hybrid) Work priorities depends on the priorities at the moment	Remote and work depend on priorities	fully remote	Remote and work depend on priorities	Remote and work depend on priorities	Remote and work depend on priorities	My Working Environment is as of now is Home but going ahead it would be Hybrid.	I work from home in the UK. Due to personal Circumstances with family arrangements.
How I like receiving feedback	1-2-1	Feedback same moment or later both okay	1-2-1	1-2-1	1-2-1	1-2-1	1-2-1	I like to receive feedback later Scheduled time	Feedback directly in the moment is best.
Context about me	<i>I am a new parent and i love to coach teams and setup and build team towards agility.</i>	I am new parent and have 1 year old daughter. Love to travel, spend time with family, cook and meet new people and have deep conversations.						I love to explore Nature & Food.	married, 5 children, one of them with learning difficulties and challenges. Dogs and Chickens. If enjoy fishing and Bee Keeping

Communication Channels

Channel	Purpose	Audience	Standards
Azure - Network SecOps Squad Spaces	Daily work related conversations, announcements	Core team, project team, leadership	open by default, expectations on responses

Meetings

Objective	Daily Stand Up	Sprint Planning	Product Backlog Refinement	Sprint Review	Sprint Retrospective
Outcomes	To Share & Track Daily progress and if any blockers	To Plan Upcoming Sprint, Goal and deliverables ,team availability	Backlog Refinement	To review sprint task assigned to team and to review DOD	To check team progress, what we done well what didn't and lesson learned
Format	whole team, stand up, status update	whole team	whole team, refinement	whole team ,demo, review	retro, team members
Who	SM,PO (optional) and Team	SM,PO and Team and other accountable members	SM,PO (mandatory) and Team	SM, PO, Team	SM ,Team members , PO (optional)
Resources	Google Meet	Google Meet, Cameras	Google Meet, Cameras	Google Meet, Cameras	Google Meet, Cameras
How will we show up?	accountability, agendas, vulnerability, respect, equity	Respect, accountability	Respect, accountability	Respect, accountability	Respect, accountability
How will we manage follow up?	Record and knowledge share discussion points, decisions, actions etc	Record and knowledge share discussion points, decisions, actions etc			