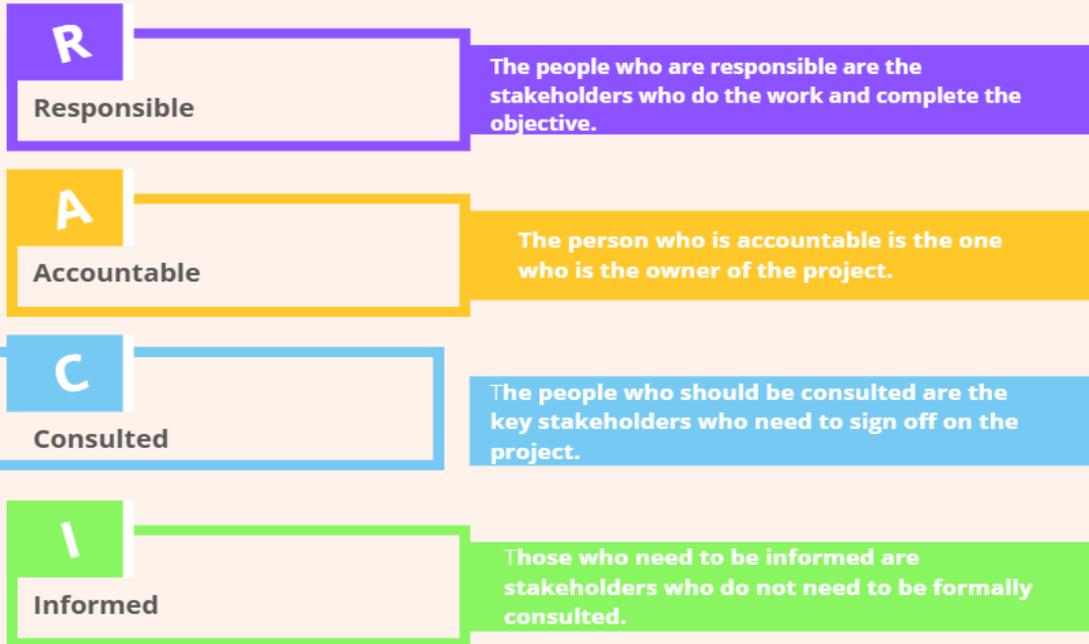


4 Step Raci Matrix



R-Responsible	Baqir, Ayesha
A-Accountable	Adeena
C-Consulted	Amal
I-Informed	Iqra

RACI MATRIX

Task/phase	Project Manager & sponsorship Lead	Marketing & Event Team	Communications & Documentation support
Identify Sponsors	R	I	C
Sponsorship proposal	A	C	I
Promotions	C	R	I
Contact Sponsors	R	I	C

Posters	C	R	I
Stalls	A	R	I
Mixer	A	R	I