1. Esoko and Partner Organisation in Sierra Leone

- Discussions around the **MOU** between Esoko and the partner organisation.
- Reviewed planned **activities involving Emmanuel**.
- The partner organisation is also working with a **consulting agency**.
- Feedback on the relevant documents is expected in the coming weeks.

2. Updates on CAPI Project – Stanley Anum

Stanley provided an update on activities undertaken under the CAPI project:

- **Workshop:** Organised a workshop to share relevant information and templates with participants.
- **Awareness & Outreach:** Pitched some of Esoko's services to other SMEs through Emmanuel.
- **SME Applications:** Received applications from **14 out of the 20 targeted SMEs**.

Next Step:

- Follow up with SMEs that expressed interest in Esoko's services and proceed with their onboarding.

3. Esoko Services Model – Solomon

Solomon provided an overview of Esoko's service delivery model, highlighting the following:

- Esoko can serve clients with a **Dashboard** for administration works.
- Provide clients with the necessary **technical expertise, tools, and support**.
- Deploy resources to the field and provide **training for human resources on the ground**.
- Support the **dissemination of critical information**, including market-linkage information, to target audiences.
- Services operate on a **subscription model at different levels**.
- For new clients, subscription fees may be **subsidised during the introductory stage**, while ensuring clients are made aware of the actual standard pricing.

4. Service Coverage

- In response to Ahmed Nanoh's question, Solomon confirmed that **Esoko provides services to both local and international clients**.

5. Recommendations / Action Points

- Esoko should have a **representative present during SME engagements and pitches** to provide clarity on its services and capabilities.
- Strengthen direct engagement with SMEs when introducing Esoko's services.
- **Share the fee structure/pricing for Esoko's various services** to support future engagements and pitches.