Bi-Weekly Team Sync [INTERNAL]

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SERVICE	
☐ Highlights	
Summary:	Next Steps:
☐ Blockers	
Summary:	Next Steps:
☐ What's Ahead in the Next 2 Weeks	
Summary:	Next Steps:
PRODUCTION	
☐ Highlights	
Summary:	Next Steps:
□ Blockers	
Summary:	Next Steps:
☐ What's Ahead	
Summary:	Next Steps:
POST PROCESS	

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☐ Highlights

Summary:	Next Steps:
☐ Blockers	
Summary:	Next Steps:
☐ What's Ahead in the Next 2 Weeks	
Summary:	Next Steps:
OPERATIONS	
☐ Highlights Summary: ———————————————————————————————————	Next Steps:
□ Blockers	
Summary:	Next Steps:
☐ What's Ahead in the Next 2 Weeks	
Summary:	Next Steps: