**UniQuE**

Transition Handover Report

(Engagement Name and Id)

(Client)

**Document History**

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| --- | --- | --- | --- |
| Version | Date | Author | Changes |
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**Review And Approval**

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| --- | --- | --- | --- | --- |
| Company | Role | Name | Date | Signature |
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**Distribution**

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| Company | Name | Number | Media | Action |
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**Storage**

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| --- | --- | --- |
| Location | Access | Administrator |
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|  |  |  |

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Template Version Number: Group Reference v1.0

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# Transition Handover Report

## Purpose of the Document

## Scope of the Document

<Mention the stream name here>

## Handover Status

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Entity | Handed Over From | Handed Over To | Actual Handover Date | Path/Location | Status | Remarks |
|  |  |  |  |  |  |  |

## Handover Assessment

### Identified Issues

### Pending actions

## Associated Artifacts