**UniQuE**

Event Management 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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# Event Management Handover Report Overview

## 1.1 Purpose Of The Document

## 1.2 Scope Of The Document

## 1.3 Control Of The Document

### Capgemini

### Approval

### Maintenance

# Event Management Handover Activities

##  Terms And Condition

##  Resource Details

##  Handover Schedule

#  Event Management Activities

## 3.1 Event Database

## 3.2 Event Management Process Overview

## 3.3 Event Management Tools

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