

Subsea Engineering Handover Document

1. Project Information

Project Name

Client / Operator

Date

Prepared By

2. Scope of Work

3. Key Contacts

| Name | Role | Email | Phone |
|------|------|-------|-------|
| | | | |

4. Documentation List

| Document Title | Reference | Date | Remarks |
|----------------|-----------|------|---------|
| | | | |

5. Technical Overview

Design Overview

Key Assumptions

Major Risks

6. Outstanding Actions / Issues

| Action / Issue | Responsible | Due Date | Status |
|----------------|-------------|----------|--------|
| | | | |

7. Lessons Learned

8. Additional Notes