**Knowledge Transfer Package**

*Ensure continuity through structured transfer of systems, skills, and documentation.*

**Deliverables Pack:**

1. **Technical Playbook**
   * Architecture diagrams (from dev through prod), API endpoints, external integrations and data flows.
2. **Code Repositories & DevOps Assets**
   * Git/submodules with commit history, latest tags; CI/CD pipelines; IaC (Terraform/Ansible) scripts; versioned releases.
3. **Admin & Training Documentation**
   * Admin manuals, SOP guides, role-based quick reference, LMS modules, video tutorials.
4. **Credentials Vault (Secure Transfer Process)**
   * Project-specific accounts, service principals, SSL certs (encrypted key vault with handover process).
5. **Scheduled Handover Sessions**
   * 5-day structured KT sessions (shadowing, demo, QA rounds), targeted at local NGO Council IT leads and trainers.
6. **Support & Governance Contacts**
   * Who to contact for support, escalation paths, vendor and regional team contact list.
7. **Archive & Searchable Repository**
   * Stored in UN project SharePoint/GitHub/Confluence as “Final Delivery v1.0” with persistent links.
8. **Access & Revoke Process Document**
   * Policies for credential handover, rotation schedule, revoke process after 240 days.
9. **FAQ & Troubleshooting Compendium**
   * Top 50 common issues encountered post-deployment with guided solutions and references to Jira tickets.
10. **Continuous Learning Roadmap**
    * Recommended schedule for 12-month refresher training, digital champions meetup plans, tool upgrade cycles.

*These are consistent with best practices in vigilant knowledge transfer planning (turn0search43, turn0search18, turn0search33)*.