Knowledge Transfer Package

1. Objective  
- Ensure smooth transition to support/operations team

2. Documentation Included  
- Functional & technical specifications  
- Source code repositories  
- System architecture diagrams  
- Deployment scripts & CI/CD pipeline details  
- Administrator guides  
- Troubleshooting manuals  
- Data dictionaries and integration mapping  
- SOPs for key workflows

3. Access Credentials and Assets  
Example Table:  
| System | Access Type | Assigned To | Expiry Date |  
|--------|-------------|-------------|--------------|  
| GitHub | Admin | ops\_admin@domain | N/A |  
| AWS | IAM User | devops@domain | 30/09/2025 |

4. Training Conducted  
Example Table:  
| Session Topic | Audience | Date | Materials Link |  
|---------------|----------|------|----------------|  
| System Admin 101 | IT Ops | July 15, 2025 | [link] |  
| End-User Training | All Departments | July 18, 2025 | [link] |

5. Point of Contact  
- [Name, Role, Contact Info] for future questions