

CORRECTIONAL SERVICE OF CANADA
TECHNICAL SERVICES BRANCH
ELECTRONICS SYSTEMS
MAINTENANCE HANDOVER REPORT FORM

INSTITUTION:

DATE:

SYSTEM/EQUIPMENT:

APPLICABLE CONTRACT NO:

DSS FILE NO:
SPECIFICATIONS:

EQUIPMENT SUPPLIER (NAME AND ADDRESS):

SUPPLIER CONTACT (NAME AND TELEPHONE):

WARRANTY DETAILS:

Expiry date on materials/parts:

Expiry date on installation:

Expiry date on factory labor:

Travel & living expenses during the warranty period:

chargeable to CSC

not chargeable to CSC

Equipment transportation costs are paid by CSC for:

sending to the supplier

returning from the supplier

Negotiated rates for emergency repairs at site due to misuse/abuse during warranty period are as follows:

Not applicable.

Negotiated rates for labor at site after warranty period are as follows:

Not applicable.

DEFICIENCIES:

None remain

List attached

DOCUMENTATION:

Maintenance manual:

Supplied

Due by ;

As-built drawings, cabling and wiring diagrams:

Supplied

Due by ;

Acceptance test results:

Supplied

Due by ;

DISTRIBUTION OF DOCUMENTATION:

1 copy to CESM sent on:

1 copy to RATIS/RTEO sent on:

2 copies to institution sent on:

SPARES:

All delivered

Delivery to be completed by ;

EQUIPMENT LIST:

See attached list.

MAINTENANCE TRAINING:

Completed

Scheduled for ;

SIGNATURE: Project Manager

DISTRIBUTION: CESM, NHQ
RATIS/RTEO, RHQ
AWMS, Institution