

Haoyue Document Handover Checklist

Public planning checklist. The supplied document set depends on the equipment configuration, contract, destination, and acceptance scope.

Technical baseline

- Approved technical specification and scope boundary
- Equipment identification and configuration revision
- General arrangement and applicable interface drawings
- Utility and site-condition requirements
- Approved deviations and open-item closure record

Operation and safety

- Operating guidance and process-boundary notes
- Alarm, interlock, and emergency-function description
- Loading, tooling, atmosphere, vacuum, pressure, and cooling precautions
- Routine inspection and housekeeping points
- Training attendance and handover notes, when included

Inspection and acceptance

- Inspection checklist
- FAT plan and available records
- SAT plan and available records
- Agreed curves, logs, photographs, or test attachments
- Action register and sign-off status

Maintenance and service

- Preventive-maintenance baseline
- Consumable and spare-part categories
- Equipment reference information for support requests
- Record fields for alarms, service history, and configuration changes
- Support contact and escalation route

Confirm required language, file format, regulatory documents, and record retention before the document scope is finalized.