

ASSET INFORMATION HANDOVER ACCEPTANCE CERTIFICATE

Project Name	
Project Number	
Contract Name	
Contract Number	
Purchase Order Number	
Contractor Company	

Location of Asset	Corridor	Mileage Range
	Location / Subdivision	
Asset Information Handover	Full	Partial
List of Asset/s, if applicable:		
Asset Information Deficiencies (Deficiency List to accompany this Certificate)	Not Applicable Conditional Acceptance	Date deficiencies are to be rectified by:

Applicable Asset Owner(s) (to be completed by the Project Delivery Team)			
1.		4.	
2.		5.	
3.		6.	

Note: One certificate is signed back from each applicable organizational department.

Signed off by Project Delivery Team Project Manager

Name			
Title			
Business Unit			
Signature		Date	
Comments			

Asset Owner:

Asset Information Handover Acceptance Criteria (to be completed by Asset Owner Representative)					
No.	Asset Information	Accepted		Deficiencies	Comments
1.	Asset documents required to support operation and maintenance of the assets have been handed over for processing to EDRMS		Yes	No Deficiencies	
			No	Deficiencies (Attached)	
2.	Asset data to allow maintenance of the asset, managing inventory, and whole life cost management has been handed over to create records in EMMS		Yes	No Deficiencies	
			No	Deficiencies (Attached)	
3.	Asset geospatial data to accurately visualize the asset location through the EGIS platform has been handed over		Yes	No Deficiencies	
			No	Deficiencies (Attached)	

Signed off by the Asset Owner Representative of the applicable organizational department

(Signature sections provided to accommodate more than one signatory)

Name			
Title			
Business Unit			
Signature		Date	
Comments			

Name			
Title			
Business Unit			
Signature		Date	
Comments			

Name			
Title			
Business Unit			
Signature		Date	
Comments			