

Fictional engineering handover example

Exported	2026-10-11T17:34:06.721Z
Vessel	Example vessel (fictional)
Area	Engineering
Role	Relief engineer
Status	UNSIGNED EXAMPLE
Outgoing	outgoing@example.invalid
Incoming	incoming@example.invalid

Handover details

Example scope

Important:

Fictional training example, generated with the PassLog product PDF renderer. It contains no customer data, actual measurements, or signatures. The attachment references illustrate how to organise evidence; the attachments are not supplied.

Evidence references

D-014:

D-014A: observation photo reference; D-014B: service quotation reference.

PMS-208:

PMS-208A: purchase reference; PMS-208B: maintenance note.

Unresolved questions

Follow-up:

The incoming engineer has not yet verified the spares inventory. The relief engineer will reconcile it with the stores record and list any difference for review.

Acknowledgement:

Unsigned example. In an actual handover, record who reviewed the information, the questions remaining, and the date of each acknowledgement.

Open items

REVIEW: D-014: Generator No. 2. Cooling-water seepage recorded during the walk-through.

The existing defect record contains the operating restrictions; this example does not specify or change them.

Second engineer | Confirm the service attendance date with the technical superintendent and update defect D-014.

REVIEW: PMS-208: Port service pump P12. Replacement seal listed as on order. Reassembly and the checks required by the vessel procedure remain outstanding.

Relief engineer | Check the purchase reference with the supplier and record the confirmed delivery date in PMS-208.

Signatures