### **DHIS2 Server Administration Handover Checklist**

#### **1. Server Overview**

* **Hosting Details**: Identify whether the server is on-premises or cloud-hosted (e.g., AWS, Azure).
* **Server Specifications**: CPU, memory, storage, OS version (e.g., Ubuntu 20.04).
* **Access Information**: IP address, SSH credentials, firewall rules.
* **Backup Information**: Backup frequency, location of backups, and restoration process.

#### **2. DHIS2 Configuration**

* **Installed DHIS2 Version**: Current version running and previous versions if relevant.
* **Database Details**: PostgreSQL version, database name, credentials, and maintenance routines.
* **DHIS2 Configuration Files**: Location and key parameters in the dhis.conf file.
* **Customizations**: Any custom scripts, apps, or modifications to the DHIS2 core.

#### **3. Monitoring and Maintenance**

* **Server Monitoring Tools**: Tools in use (e.g., Nagios, Prometheus, Grafana) and configurations.
* **System Logs**: Location and interpretation of logs (e.g., Tomcat, database logs).
* **Update Procedures**: Steps to update DHIS2, Java, PostgreSQL, and OS packages.
* **Scheduled Tasks**: Cron jobs, scripts for maintenance, or data imports/exports.

#### **4. Security**

* **Access Control**: List of users with SSH and DHIS2 administrative access.
* **Certificates**: SSL/TLS certificate details and renewal process.
* **Firewall and Security Rules**: Details of open ports and security configurations.
* **Incident Response**: Procedures in case of breaches or server failures.

#### **5. Documentation and Tools**

* **Existing Documentation**: Links to manuals, guides, and relevant files.
* **Key Tools and Dependencies**: Java version, Tomcat configurations, libraries, etc.
* **DHIS2 Resources**: Access to community support, forums, and documentation.

#### **6. Support and Contacts**

* **Support Information**: Contact details for IT support, hosting provider, and vendors.
* **Key Stakeholders**: Contacts for program managers and DHIS2 users.

#### **7. Pending Tasks and Known Issues**

* **Outstanding Issues**: Current bugs, performance problems, or scheduled upgrades.
* **Development Tasks**: Any ongoing or planned customizations or integrations.

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### **Example DHIS2 Server Handover Document**

#### **1. Server Details**

* **Host**: AWS EC2 Instance
* **Instance Type**: t3.large (2 vCPU, 8 GB RAM)
* **OS**: Ubuntu 20.04
* **IP Address**: 192.168.1.10
* **SSH Key**: Stored in /home/admin/keys/dhis2.pem

#### **2. DHIS2 Application**

* **Version**: DHIS2 2.39
* **Base URL**: https://dhis2.example.org
* **Configuration File Path**: /opt/dhis2/dhis.conf
* **Custom Apps Installed**:
  + Tracker Data Quality App
  + GIS Enhancements

#### **3. Database**

* **DBMS**: PostgreSQL 13
* **Database Name**: dhis2\_live
* **Credentials**: Stored in /opt/dhis2/.db\_credentials
* **Backup Schedule**: Daily at 2:00 AM (script: /opt/dhis2/scripts/db\_backup.sh)

#### **4. Maintenance**

* **Tomcat Version**: 9.0.37
* **Cron Jobs**:
  + Log cleanup: /opt/dhis2/scripts/log\_cleanup.sh (daily at 3:00 AM)
  + Data sync: /opt/dhis2/scripts/data\_sync.sh (hourly)
* **Monitoring**: Prometheus with Grafana dashboard (URL: https://grafana.example.org)

#### **5. Security**

* **SSL Certificate**: LetsEncrypt, auto-renewal via Certbot
* **Firewall**: UFW enabled, open ports 22, 80, 443
* **User Accounts**:
  + admin (SSH + Sudo)
  + dhis2\_user (Application-only access)

#### **6. Pending Tasks**

* Upgrade to DHIS2 2.40 scheduled for March 1, 2025.
* Resolve database performance issue (Query ID: #12345).

#### **7. Contacts**

* **Server Hosting**: AWS Support - aws-support@example.com
* **Previous Admin**: Jane Doe - jane.doe@example.com
* **DHIS2 Core Team**: support@dhis2.org

Feel free to customize the checklist and handover document template to fit the specifics of your system. Once you receive the handover, systematically review all items to ensure you understand and can manage the environment effectively.