

Subsection 4.5 — Rotation Handoff Acknowledgment Sheet

Section 1 — Log Table

Use this sheet to record formal handoffs between outgoing and incoming role holders, preserving continuity and trust.

Date	Role	Outgoing	Incoming	Witness / Initials

Section 2 — Core Duties & Responsibilities

- Follow the established rotation schedule with clarity and consistency.
- Log each rotation event, including date, role, and responsible member.
- Review fairness and workload balance during weekly or monthly check-ins.
- Adjust assignments when fatigue, illness, or changing capacity requires it.
- Keep all changes visible to the whole family to prevent confusion or suspicion.

Section 3 — Notes
