



INSTALLATION INSPECTION CHECKLIST

Client Contractor

Physical Address

Make..... Model..... No. of Ports

Visited by certification committee: Date Time

Serial No.	PARTICULARS OF THE INSTALLATION	YES	NO
MANDATORY REQUIREMENTS			
	<i>(A) The Main Terminal Equipment</i>		
1.	The main terminal equipment has been Type approved		
2.	The main terminal equipment has been properly accommodated in a spacious easily accessible area with proper ventilation		
3.	The main equipment has been properly mounted or fixed		
4.	The main terminal equipment cabinet has been properly closed except during maintenance		
5.	The main terminal equipment earth wire has been properly connected with the correct colour code.		
6.	The main terminal equipment earth has not been commoned to commercial power earth		
7.	The installed main terminal equipment can easily access the public telecommunications network		
	<i>(B) Power provision and facilities</i>		
1.	Power cable properly clipped, trunked or cleated		
2.	Power cable has not been jointed		
3.	Power fail facility has been provided		
4.	Power fail facility extensions have been installed and are functional		
5.	The equipment room has been provided with at least one 13 amps socket.		
6.	Power has not been supplied through a multi socket extension cable		
7.	Power socket has been reserved for the terminal equipment only		
8.	All power connections needing protection have been fitted with the correct fuses		
9.	Power fail back-up (Generator or Battery has been provided and is functional		
10.	Correct separation between the power and communications cables has been observed to avoid power infringement		
	<i>(c) Internal Wiring</i>		
1.	The main discase has been provided and well fixed on the wall		
2.	The main discase has been properly closesd		
3.	The main discase has been properly earthed		
4.	Terminated pairs on discases have been well done and soldered where necessary		
3.	All Line Jack Units (LJUs) have been properly fixed on the wall		
4.	All LJUs have been properly closed		
5.	LJUs are accessible for maintenance purposes		
6.	Trunkings have been provided for all Telecommunications Cables		
7.	Telecommunications Cables and wires with no trunking have been properly fixed and stapled		
8.	Trunking has been provided between the main equipment and discase		
9.	There are no dry or open joints on the PVC internal cables		
10.	Dropwires have not been used for internal wiring		
	<i>(d) Block Wiring</i>		



Serial No.	PARTICULARS OF THE INSTALLATION	YES	NO
1.	The local internal distribution point or the main distribution frame (MDF) is accommodated in a spacious easily accessible room.		
2.	The room has adequate natural or electrical lighting		
3.	The lead in cable ducts at the MDF have been well sealed to stop water and rodents from entering the room		
4.	The distribution cables are well formed and laced inside the MDF room		
5.	The terminations at the MDF have been properly done and soldered		
6.	The terminations at the discases have been properly done and soldered		
7.	Lockable access to risers is provided for every floor with adequate electrical lighting		
8.	Conduits leaving for various rooms, flats and offices are as per specifications and originate from the local MDF/DP room		
9.	The cables are well formed, laced and well fixed along the cable risers		
10.	Labeling and sign writing has been done where necessary		
11.	Discases, block terminals or box connections are fitted at suitable accessible areas on every floor		
12.	All discases and sub-discases have been properly earthed		
13.	The main MDF earth has been well provided at the correct value of 0-2 ohms		
14.	The current wiring distribution diagrams are kept securely in DP/MDF room.		
(e) General Issues			
1.	Installation and Commissioning manuals for the installation have been provided		
2.	The installation work has been provided according to the submitted drawings and approved drawings		
3.	Access to the premises has been allowed		
4.	Access to the equipment and the wiring has been allowed		
5.	The client has moved from the premises where the equipment was initially installed		
6.	The equipment has been recovered or interchanged after an operational problem		
7.	The certification team was able to locate the premises		
8.	The maintenance contractor is prompt after calls in case of any problem		
9.	The equipment is giving the client proper and an interrupted service		
10.	The installation is neat, organized and well laid out.		
(f) Any other findings by the Certification Committee			

RESULTS... (~~ACCEPTED~~ / ~~REJECTED~~ / ~~CANCELLED~~ / ~~DEFERRED~~)

Certification Committee Team Members

Name Signature.....

Name Signature

Name Signature

Contractor's Representative

Name Signature

Client or Representative

Name Signature