

# Imperial College London

**Information & Communications Technology  
Network Infrastructure Delivery**

**Site & Installation Inspection Report**

This form has been developed to be used for audits during or on completion of the SCS installation. Using the traffic light system below you can see at a glance where any additional focus or work is required, to meet the expected standard.

**Green – Fully compliant**

**Amber – Needs work to reach expected standard**

**Red – Major work or replacement required**

Details	
Project / PM	
Consultant	
Building	
Campus	
SCS Installer	

Project Phase	(1 <sup>st</sup> Fix) <input type="checkbox"/>	(2 <sup>nd</sup> fix) <input type="checkbox"/>	Testing <input type="checkbox"/>	Handover <input type="checkbox"/>
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Has previously highlighted remedial works been actioned	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
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Installed Cabling			
Copper System	CAT6a U/FTP <input type="checkbox"/>	CAT5e U/UTP <input type="checkbox"/>	
Number of Outlets			
Fibre System	OS2 CDT (Leviton) <input type="checkbox"/>	OS2 CST (Excel) <input type="checkbox"/>	OS2 CST (Corning) <input type="checkbox"/>
No of terminated cores			
Connector type	LC <input type="checkbox"/>	MTP <input type="checkbox"/>	

<b>Cabling</b>			
Cable tie type	Velcro <input type="checkbox"/>	Nylon <input type="checkbox"/>	Other <input type="checkbox"/>
			Notes
Cable stored & protected before installation			
Cables bundled in 24's horizontally			
“ “ Vertically			
Cables fastened correctly			
Defined cable routes used			
Protected from sharp edges & damaged			
Containment correctly sized			
Bend radius maintained			
Cabling on dedicated containment (Not Shared)			
Cabling routes accessible			
EZ Path ( If installed )			
Fire Stopping completed			

<b>Copper Terminations (Outlets End)</b>			
			Notes
Pair twist intact Patch Panel			
Pair twist intact Outlet			
Cable dressed correctly into outlet position			
Cable dressed correctly into cabinet			
Cables anchored to jacks correctly			
Connectors free from damage			
Terminated correctly			
Shutters operating correctly			
Faceplates not over tightened			
Faceplates aligned			

Fibre Terminations			
Termination type	Pigtails <input type="checkbox"/>	Pre-terminated (inc MTP) <input type="checkbox"/>	
			Notes
Service loop at CWC			
Fibre supported in cabinet			
Cable			
Continuity of fibre (X)			
Cables anchored to jacks correctly			
Connectors secure			
Dust caps fitted			
Warning label affixed			

CWC			
			Notes
Sized correctly			
No wet services			
Anti-Static Floor covering			
No Windows			
No Dado			
Aperio Lock with ICT override			
2x 16a commandos per rack			
1no twin 13a socket (cleaners)			
Lighting (inc Emergency)			
EZ Paths installed			
AC unit (if installed)			
Fire detection			
600mm basket (Minimum)			
ICT Spec Cabinet			
Cabinet earthed			
Cabinet raised on jacking feet			
Cabinets bayed (if required)			
Patch panels earthed			
2x 12way PDU per rack			
A4 document wallet			
4x J Hooks			
Labelling			
Cable management bars			