



Structured Cabling Inspection Form

This form must be used on all installations and may be used for onsite snagging and as part of the project final acceptance and sign off.

There is a requirement that this form be completed as per the ACCL Operational Procedures and the use of this form further complies with the requirements of the British Standard BS 6701.

Every section of this quality form must be completed, any sections that are answered with either No or N/A must have notes included within section 14 of this document.

2 Channel Model

2.1 Copper	UTP	STP	FTP	Other
2.2 Fibre	Yes	No		
2.3 Fibre Type	Multimode	Singlemode		
2.4	62.5/125µm	50/125µm		
2.5	OM 1	OM 2	OM 3	OS1
2.6 Description				

3 Cabinets Frames

3.1 Type	Cabinet	Frame	MDF	ODF/S
	Other (specify)			
3.2 Cabinet/Earthed	Yes	No	N/A	
3.3 Patch Panel earth bonded to frame/cabinet	Yes	No	N/A	
3.4 Bonding passed to electrician for earth connection	Yes	No	N/A	

4 Cabling

4.1 Cables secured at adequate centres (should be uneven)	4.1.1 Horizontal	Yes	No	N/A
	4.1.2 Vertical	Yes	No	N/A
4.2 Cable tie type	Velcro	Nylon	Other	
4.3 Cable tie not too tight		Yes	No	N/A
4.4 Cable follows well defined routes		Yes	No	N/A
4.5 Cable not being crushed		Yes	No	N/A
4.6 Cabling protected from sharp edges, movement and accidental damage.		Yes	No	N/A
4.6 Containment fit for purpose		Yes	No	N/A
4.7 Minimum bend radii observed.	4.7.1 During install	Yes	No	N/A
	4.7.2 Finished	Yes	No	N/A
4.8 Power/Data separation (in accordance with BS 6701)		Yes	No	N/A
4.10 Power/Data separation (in accordance with 50174 Standards series.		Yes	No	N/A
4.11 Cabling raised off ceiling tiles with basket/tray/cleats		Yes	No	N/A
4.12 Fire-stopping completed		Yes	No	N/A
4.13 Integrity of gas tight areas maintained		Yes	No	N/A
4.14 External grade cable terminated within 2m of building entry or fitted into approved fire resistance containment.		Yes	No	N/A

5 Copper Voice Terminations

5.1 Voice: One pair modulation	Yes	No	N/A
5.2 Voice: Two pair modulation	Yes	No	N/A
5.3 Voice: Pair Twist Maintained to Termination	Yes	No	N/A
5.4 Voice: Designation Strips Completed	Yes	No	N/A
5.5 Voice: Continuity Tested	Yes	No	N/A

6 Copper Data Terminations

6.1 Pair twist maintained	5.1.1 Jack		Yes	No	N/A
	5.1.2 Module		Yes	No	N/A
	5.1.3 Voice Modules		Yes	No	N/A
6.2 Cable sheath strip back minimised			Yes	No	N/A
6.3 Conductors not nicked or damaged			Yes	No	N/A
6.4 Conducts fully terminated in IDC & trimmed			Yes	No	N/A
6.5 Cables anchored to Jacks			Yes	No	N/A
6.6 Shutters operating correctly			Yes	No	N/A
6.7 Shields terminated	6.7.1 Jacks		Yes	No	N/A
	6.7.2 Patch Panels		Yes	No	N/A
6.8 Patch cord used	Stranded	Solid Core			
6.9 Patch cord used	Booted	Un-booted			
6.10 Manufacturer approved/guaranteed patch cords			Yes	No	
6.11 Patch cord - Correct use of UTP/Shielded			Yes	No	N/A

7 Fibre Terminations

7.1 Is this section applicable (refer to section 2)			Yes	No	
7.2 Sufficient slack	7.2.1 Outlet		Yes	No	N/A
	7.2.2 Panel		Yes	No	N/A
7.3 Are the fibres supported to gland			Yes	No	N/A
7.4 Fibre secured with a gland to Patch Panel			Yes	No	N/A
7.5 Continuity of fibre type			Yes	No	N/A
7.6 Termination type	Pigtails		PTF		Onsite
	Fusion	Mechanical			
7.7 Type	7.7.1 Fibre		Multi Mode		Single Mode
	7.7.2 Connector	SC	ST	FC	LC
	7.7.3 Bulkhead adapter	Multi Mode		Single Mode	
7.8 Dust caps fitted	7.8.1 to unused connectors		Yes	No	N/A
	7.8.2 to unused bulkhead adapters		Yes	No	N/A
	7.8.3 to unused blown fibre tubing		Yes	No	N/A
7.9 Fibre optic warning labels fitted			Yes	No	N/A
7.10 Adapters and connectors contaminant free			Yes	No	N/A

8 Labelling

8.1 Cabinets/Frames			Yes	No	N/A
8.2 Patch Panel/Module			Yes	No	N/A
8.3 Cable at Patch Panel/Module			Yes	No	N/A
8.4 Outlet			Yes	No	N/A
8.5 Cable at Outlet			Yes	No	N/A
8.6 Labelling legible & permanent			Yes	No	N/A
8.7 Housekeeping	8.7.1 Labelling matches at each end of cable		Yes	No	N/A
	8.7.2 Consistent style		Yes	No	N/A
	8.7.3 Aesthetically presentable		Yes	No	N/A
8.8 ACCL Frame labels attached			Yes	No	

9 Copper Testing

9.1 Level III tester used	Yes	No	N/A
9.2 Configuration	Perm Link	Channel	
9.2.1 Details			
9.3 Standard	TIA	ISO	EN
9.4 Correct NVP	Yes	No	N/A
9.5 Test adapters used			
9.5.1 Usage			
9.6 Firmware/Software version			

10 Optical Fibre Testing

10.1 Equipment used	Light source	Light source & power meter	OTDR
	850 nm	1310 nm 1550 nm	
10.2 Fibre Type	MM	SM	

11 Test Results

11.1 100% Tested	Yes	No	N/A
11.2 Tester within calibration	Yes	No	N/A
11.3 Results saved on CD	Yes	No	N/A
11.3.1 In appropriate Cable Management Software format. e.g. Fluke LinkWare	Yes	No	N/A
11.4 Correct set-up (Site details, company name, operator, cable ID, etc.)	Yes	No	N/A
10.5 Operator competent	Yes	No	N/A

12 Containment

12.1 Type	Tray	Basket	Dado	None		
	12.1.1 If 'none', is matting used			Yes	No	N/A
12.2 Condition	12.2.1 Adequate	Yes	No	N/A		
	12.2.2 Securely fixed	Yes	No	N/A		
	12.2.3 Lids fitted securely	Yes	No	N/A		
	12.2.4 Cosmetically acceptable	Yes	No	N/A		
13.3 Loading	13.3.1 Depth acceptable	Yes	No	N/A		
	13.3.2 Future expansion	Yes	No	N/A		
13.4 Fit for purpose	Yes	No	N/A			
13.5 Earth Bonding in accordance with BS 6701	Yes	No	N/A			

