

# Telecom Facility UPS System Handover Checklist

Project Name:

Location:

Date of Handover:

UPS Model/Type:

UPS Serial Number:

No.	Checklist Item	Completed	Remarks
1	UPS installation physically complete	<input type="text"/>	<input type="text"/>
2	Cables and connections are properly secured	<input type="text"/>	<input type="text"/>
3	Input and output voltage verified	<input type="text"/>	<input type="text"/>
4	Bypass function tested	<input type="text"/>	<input type="text"/>
5	Alarm indicators checked	<input type="text"/>	<input type="text"/>
6	Battery condition and status checked	<input type="text"/>	<input type="text"/>
7	User manual and documentation provided	<input type="text"/>	<input type="text"/>
8	Site personnel trained for operation	<input type="text"/>	<input type="text"/>

Additional Notes:

Prepared by (Name & Signature)	Date	Received by (Name & Signature)	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>