

Camera Commissioning, Retention and PoE Worksheet

Design assumptions, measured performance, recorder/storage behavior and acceptance evidence

1. Project and acceptance basis

Use: Complete this basis before testing or inspection. Replace assumptions with approved project values and identify the accountable reviewer.

Project / program

Site / address

Owner acceptance lead

Installer / survey provider

Scope / drawing revision

Work and review dates

Camera/model/resolution mix

Recording mode and bitrate basis

Retention requirement

Viewing/export workload

Usable storage/protection

PoE class and switch headroom

Control notes

- Separate average recorded bitrate from peak network and concurrent-view conditions.
- Use usable protected storage, not raw drive capacity, for the retention decision.
- Record actual per-camera power and switch budget under the installed operating condition.
- Test recording, playback, export, permissions, offline behavior, recovery and retention in the selected platform.

Decision rule: A blank field is not evidence. Mark an item not applicable only with an identified approver and written basis.

Validate with the selected platform's current data. Primary guidance includes help.axis.com, unifi.ui.com and help.verkada.com. Legal retention and privacy requirements remain project-specific.

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Record the result and cite the retrievable evidence behind every decision.

2. Acceptance gate record

For status, enter Pass, Fail, Open or N/A. Cite a file name, drawing, result set, photograph, ticket or other retrievable record in the evidence column.

Gate	Required evidence	Status	Record / finding
Camera inventory	Model, firmware, resolution, frame rate, codec and stream settings recorded		
Bandwidth	Average, peak, concurrent view/export and uplink measurements recorded		
Storage	Recording behavior, usable capacity and projected/measured retention verified		
PoE	Device draw, class, port budget, switch total and contingency checked		
Cabling	Required copper/fiber links pass the specified acceptance method		
Failure behavior	WAN/recorder interruption, local recording and recovery are tested		
Operations	Live view, history, export, time, alerts, permissions and audit trail tested		
Closeout	Platform export, settings, licenses, exceptions and owner signoff retained		

Population and sampling statement

Required population / count

Completed and accepted population / count

Sampling rule and approval, if any

Excluded areas / items and basis

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Keep exceptions, corrections, final records and accountable approvals together.

3. Exceptions, corrections and retest

Item / ID	Finding and impact	Correction / accepted exception	Retest, owner and date

4. Closeout package

Required record	Status	File / system of record
Final camera and port inventory		
Bandwidth measurement record		
Storage/retention evidence		
PoE budget and measured draw		
Cabling test records		
Failure/recovery test		
Permissions/export test		
Signed acceptance		

5. Acceptance

Prepared by / company / date

Technical review by / role / date

Owner acceptance / role / date

Accepted, conditional acceptance or rejected

SRS Networks provides this worksheet as vendor-neutral project-control guidance. It does not replace the executed contract, approved design, adopted code, authority having jurisdiction, manufacturer instructions or review by a qualified responsible party.