

Fiber Loss Budget and OTDR Acceptance Worksheet

Design budget, Tier 1 loss testing, OTDR trace review, strand reconciliation and signoff

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

Fiber type and strand count

Route and measured length

Connector/splice allowances

Test wavelengths and directions

Reference method

OTDR launch/receive requirements

Control notes

- Calculate and approve the project loss budget before comparing measured results.
- Record the optical-loss reference method, test cords, wavelengths and direction.
- Treat OTDR traces as event-location evidence; do not substitute them for required end-to-end loss testing.
- Reconcile every strand, wavelength, direction, native file, exception and retest to the final strand map.

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

Use the approved design and current test method. FOA installed-cable and OTDR references: foa.org/tech/ref/1pstandards/ and foa.org/tech/ref/quickstart/OTDR.html.

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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
Loss budget	Length, connectors, splices, passive elements and margin are documented		
Reference	Method, test cords, meters, sources and reference time are recorded		
Tier 1 results	End-to-end loss passes the approved budget by strand/wavelength		
OTDR setup	Fiber settings, range, pulse, averaging and thresholds are recorded		
Launch / receive	Near and far connections are visible where the method requires		
Trace review	Events, reflectance, gainers, direction and span length are evaluated		
Exceptions	Damage, inaccessible strands, failures, corrections and retests are traceable		
Closeout	Native files, readable exports, route/strand records and photos reconcile		

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
Approved loss-budget calculation		
Native optical-loss files		
Native OTDR trace files		
Readable reports		
Route and riser diagram		
Splice/strand matrix		
Exception and retest log		
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.