SRS NETWORKS

MULTI-SITE WAVE PLANNING WORKBOOK | V1.0

1. Set the project baseline

Convert a site list into releasable deployment waves using pilot evidence, actual capacity and site-specific dependencies. A proposed date is not a released field slot.

> Buyer planning aids, not an engineering design, safety procedure, quotation or work authorization. Keep actual site evidence in a controlled project repository. Do not enter passwords or sensitive public site identifiers.

Complete before circulating the workbook

Program ID / baseline version / approval date

Site count / archetypes / exclusions / scope per archetype

Pilot sites and why they represent the planned work

Target completion / site timezone / blackout restrictions

Buyer change authority / field PM / customer IT / logistics owners

Evidence repository / success measures / exception thresholds

Responsibility boundary

The buyer approves baseline scope and changes. The deployment PM coordinates physical work, materials and crew slots. Facilities controls access and building readiness. Customer IT or its specialist owns circuit availability, configuration, logical cutover and application acceptance. Name their availability for each wave.

How to use this record

1. Copy pages 2, 3 and 5 for additional sites, assets or decisions. Add a page ID and keep the same project baseline.
2. Reference dated evidence in your controlled repository. Blank means unknown, not passed. Record a reason for every not-applicable item.
3. Name the blocker owner, due time and release authority. Recheck after a material scope, date, drawing or equipment change.
4. Keep the printed example separate from your entries. A completed workbook does not authorize work until the responsible people approve it.

SRS Networks provides enterprise field deployment across the 48 contiguous states, Alaska, and Hawaii. Founded 1996. Scope and schedule require project-specific confirmation.

2. Verify dependencies

For each row, record the evidence reference and revision, confirming owner, due time with timezone, and status. Attach larger registers using the same identifiers.

Dependency / what to verify	Evidence / revision	Owner / due / status
Archetype and pilot actuals Classify physical conditions and scope. Record actual crew-hours, access delay, material usage, rework and closeout duration; do not extrapolate one easy site to every archetype.		
Field slots and travel Named available crew skill and headcount, site windows, travel and access equipment. Record capacity already committed elsewhere.		
Materials and staging Site-specific counted kit, model/version, shipping lead time, receiving owner, custody and shortages; promised shipment is not receipt.		
Customer IT capacity Circuit confirmation, approved configuration owner, remote support window and application validation slot for each site.		
Facilities and safety prerequisites Verified site access, room readiness, building approvals and site-specific work controls. Unverified prerequisites hold the affected work.		
Acceptance and support dependencies Required result files, buyer reviewer capacity, correction owner and handoff time before the next dependent wave.		

Additional register / controlled attachment

Attachment ID / revision / owner

Remaining unknowns / scope affected

> Use verified / open / blocked / not applicable with reason. Receipt of a file is not verification that the condition is satisfied. If evidence expires or conditions change, reopen the affected gate.

3. Size and release a wave from evidence

List proposed sites, then distinguish confirmed capacity from assumptions. Use pilot actuals for the matching archetype and include travel, access, rework and closeout allowances explicitly. Compare field, logistics and customer IT constraints. Approval of one wave does not release the next.

Wave ID / site IDs / archetype / proposed dates and timezones

Pilot evidence / actual crew-hours and unresolved findings

Confirmed field slots / logistics slots / IT support capacity

Ready sites / held sites / dependency and exception IDs

Baseline versus proposed change / change ID / approver

Release, partial release or hold / next wave decision date

One repeatable operational record

Site / archetype	Wave / slot / timezone	Kit / IT evidence	Owner / readiness state

Use the approved project plan for engineering limits, safety controls and equipment instructions. This planning aid supplies no universal power, loading, throughput or outage threshold.

4. Worked decision example

FICTIONAL TRAINING EXAMPLE — not an SRS project. A program proposes 12 sites: a two-site pilot followed by waves of five and five. Matching pilot sites each consume six crew-hours of physical installation, excluding travel and closeout. This is an example observation, not a pricing or productivity promise. The PM records the separate travel, support and correction assumptions before reserving later slots.

Item	Evidence / condition	Owner	Due / gate	Decision
Pilot / 2 sites	P-01 logs: 6 crew-hours per matching site	Field PM	Before wave release	Review actuals + defects
Wave 2 / W2-05	C-05 circuit confirmation absent	Customer IT	Before slot lock	HOLD this site
Wave 2 / other 4 sites	Site readiness + crew + kit + IT evidence	Buyer release authority	At wave gate	Release only after approval

Why the hold changes the plan

Keep W2-05 on hold and release the other four only when their individual prerequisites and buyer approval are recorded. Record change CH-02 against the five-site baseline; preserve the original target, reason, cost/schedule effects and owner. Do not silently replace the held site or add it to the next wave. Replan it only after circuit evidence and all affected capacity are reconfirmed.

Translate the example to your project

Comparable dependency in your project

Evidence needed to resolve it

Named decision owner and deadline

Impact if the gate is not satisfied

The quantities and outcomes above are fictional teaching values. They are not an SRS project, client claim, estimate, productivity benchmark or promised result.

5. Evidence and exception register

Keep the approved baseline intact. Log new information or changes below, with a controlled attachment when more detail is needed. A deferral requires the buyer's explicit acceptance and cannot waive safety obligations.

Issue / dependency ID	Evidence / baseline revision	Blocker owner / due time	Status / impact / change ID

Resolve one exception completely

Issue ID / affected work or sites

Requested change / alternatives

Cost, schedule and acceptance effects

Evidence that closes the blocker

Approver / decision / timestamp

Recheck trigger / expiry / notification owner

> Release evidence must explain what changed and why it is sufficient. "Done," an unchecked assumption or a new date alone does not close a blocker. Keep superseded evidence and approval history.

6. Record the release and next decision

Baseline / attachment revisions accepted

Released work / explicitly held work

Facilities confirmation / date and evidence

Customer IT confirmation / date and evidence

Field lead confirmation / date and evidence

Buyer authority / release decision / timestamp

Conditions / expiry / next decision deadline

Open exceptions / owners / required notifications

Next decision

Issue an approved wave record to logistics, field leads and customer IT. Reconcile completed site evidence against the baseline before opening the next gate. Update the forecast from actuals while preserving the original baseline and approved changes.

References to carry with the project

- Approved design and drawings: record your actual revision and owner on page 1.
- Actual equipment manufacturer installation, handling and power instructions: record model, document revision and qualified confirming owner on page 2.
- Facility access rules, safety plan and applicable approval requirements: obtain from the responsible site/design/safety owner; this workbook does not determine legal compliance.
- National retail deployment planning: https://srsnetworks.com/national-retail-rollouts
- Network bid comparison template: https://srsnetworks.com/network-bid-comparison-template

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