

Commercial WiFi Survey and Validation Worksheet

Requirements, predictive assumptions, RF measurements, installed validation 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

Facility and occupied condition

Client/device population

Applications and mobility

Required bands/channel widths

Coverage/capacity zones

Project-specific thresholds

Control notes

- Use the proposed access point, antenna, mounting and representative production clients where practicable.
- Document predictive material assumptions and distinguish modeled output from measured evidence.
- Validate the installed configuration with passive and active measurements in every required zone.
- Record exceptions, corrective action and retest evidence before owner acceptance.

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

Thresholds are project-specific. Use current selected-vendor guidance and representative clients. Cisco survey guidance: [cisco.com](https://www.cisco.com); UniFi predictive planning: design.ui.com.

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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
Requirements	Client, application, zone, capacity, roaming and threshold matrix approved		
Predictive model	Floor plans, materials, attenuation, AP/antenna and power assumptions recorded		
RF environment	Noise, interference, utilization and spectrum findings documented		
Coverage	RSSI and SNR measured by required band and zone		
Capacity	Representative client count, airtime and active application tests completed		
Mobility	Roaming path and continuity test meet the approved use case		
Exceptions	Excluded areas, gaps, corrective actions and retests remain traceable		
Closeout	Project file, heat maps, AP/channel plan, evidence and signoff delivered		

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
Requirements matrix		
Survey project/native file		
Calibrated heat maps		
AP/antenna placement plan		
Channel and power plan		
Active/roaming test record		
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.