

APPENDIX 4. PHASE II CONSTRUCTION CHECKLIST

1. Location.
2. SMO
3. JON/JCN
4. Work Order/TSSC work release/SMO work permit
5. Type of facilities Security Issues for the Type of Facility
6. Attendees: F&E chairperson, Resident Engineer, ANI Operation Liaison (AOL), ASW-470 Representative, SECM, SMO Work order POC
7. Project start date, estimated completion date
8. Brief scope of project
9. Package and drawing reviewed, and Any changes or additions
10. Person from SMO assigned for project coordination including equipment shutdown, certification, return to service
11. "Employee Safety Checklist" as required by FAA Notice 3900.60
12. Hazardous material handling including points of contact for all start, stop, clear activities, and all clear notices associated with Hazmat activities.
13. Person assigned to inventory equipment
14. Person assigned to verify facility reference data during the installation
15. SMO representative for arranging special testing on Operational Facilities of any nature(cable and pulse reflection)
16. TELCO coordination person, if applicable
17. Point of contact for local Power distribution connectivity
18. Power company representative for coordination
19. Applicable modification kits on hand, ordered, or completed
20. Where is equipment stored, contact if required to obtain entry
21. How will equipment be delivered to site
22. AOA work area plan to mitigate the risk
23. SMO representative to act as JAI Board Chairperson
24. Schedule of flight check, if needed (AF personnel resource requirement)
25. Weekly status meeting needed and who should attend
26. Summary of events developed and plans for project accomplishment (hours, overtime, oversight, cutover, etc.)