Verizon NEBS™ Compliance: Policy, Requirements, and Procedures Related to Moving Fiber Optic Test Equipment From one Lab to Another for the Purpose of Testing at a Different Location on a Temporary Basis

Verizon Technical Purchasing Requirements

VZ.TPR.9435

Issue 1, August 2007

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CHANGE CONTROL RECORD:

Version	Date	Action*	Reason for Revision
1	*08/1/2007*	New	New document.
*** New, Add, Delete, Change, Reissue**			

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Table of Contents

1.0 PURPOSE 5
2.0 SCOPE 5
3.0 REFERENCES 5
4.0 ACRONYMS 5
5.0 POLICY, REQUIREMENTS, AND PROCEDURES RELATED TO MOVING FIBER OPTIC TEST EQUIPMENT FROM ONE LAB TO ANOTHER FOR THE PURPOSE OF TESTING AT A DIFFERENT LOCATION ON A TEMPORARY BASIS 5

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1.0 PURPOSE

The purpose of this Verizon Technical Purchasing Requirement document is to provide Policy, Requirements, and Procedures related to moving fiber optic test equipment from one lab to another for the purpose of testing at a different location on a temporary basis.

2.0 SCOPE

FOC Testing

3.0 REFERENCES

PFOC Memo #35	Policy, Requirements, and Procedures related to moving fiber optic test equipment from one lab to another for the purpose of testing at a different location on a temporary basis

4.0 ACRONYMS

FOC	Fiber Optic Components
ITL	Independent Testing Laboratory
SIT	System Integration & Testing
TPR	Technical Purchasing Requirement

5.0 POLICY, REQUIREMENTS, AND PROCEDURES RELATED TO MOVING FIBER OPTIC TEST EQUIPMENT FROM ONE LAB TO ANOTHER FOR THE PURPOSE OF TESTING AT A DIFFERENT LOCATION ON A TEMPORARY BASIS

This TPR is issued to provide clear guidelines related to the temporary move of fiber optic test equipment from one (home - "Move From") location to another for the purpose of testing. FOC type testing can only be performed by an approved FOC ITL, who is responsible for the complete test. The "move to" lab can be another FOC ITL or an approved NEBS ITL or Witness lab. Upon completion of testing the optical equipment is

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to be returned to the "home " location. This TPR is being implemented to help facilitate industry testing while still maintaining a quality test program.

Section -1: Short-term Move
Section-2: Long-term Move

Section-1: Short-term Move

A Short-term Move of any fiber optic equipment includes a test period of **less than or equal to 15 days.**

Any test equipment e.g., laser sources, power meters, optical spectrum analyzer etc. can be moved to another Verizon approved test lab to perform a specific test.

Verizon approved labs can be a test lab that is certified under the FOC program or a witnessed lab that is approved under Verizon's FOC Witness Test Lab program. Test equipment can also be moved to a test lab or location that is only approved under Verizon's NEBS testing or NEBS Witness Test Lab program. For example in case of an Optically Monitored Earth Quake test, a NEBS lab will be responsible for the Earth Quake part and the FOC lab will be responsible for Optical part, however, the FOC lab is still responsible for the overall testing.

- All the test equipment shall be packaged and shipped as per the packaging, shipping and handling requirement specified by the equipment manufacturer, such as special carrying cases, boxes with Fragile and Direction marks etc.
- Where applicable, calibration certificate shall always accompany the test equipment.
- Once unpacked at the new test location, all the equipment shall be powered and warmed up as per the operating guidelines provided by the equipment manufacturer.
- Once the equipment has warmed up and attached to the test setup, a 48 hours stability test shall be run to ensure that equipment is in calibration.
- 48 hours stability data must accompany the test report.
- The equipment shall always be kept in a controlled and safe environment. It shall be clearly marked that equipment and fibers are highly sensitive to any touch and maneuvers and shall not be mishandled. Also, the humidity and temperature around the test equipment shall be monitored and attached with the test results.
- Only people with expertise in fiber optics shall handle the test equipment.
- Once test is complete all the test equipment shall be packaged and shipped back to the original test lab as per the packaging, shipping and handling requirement specified by the equipment manufacturer, such as special carrying cases, boxes with Fragile and Direction marks etc.

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- Once unpacked at the original test location, all the equipment shall be powered and warmed up as per the operating guidelines provided by the equipment manufacturer.
- Once the equipment has warmed up and attached to the test setup a 48 hours stability test shall be run to ensure that equipment is in calibration.
- 48 hours stability data must accompany the test report.

Section-2: Long-term Move

A Long-term Move of any fiber optic equipment includes a test period of **more than 15 days.**

Any test equipment e.g., switches, laser sources, power meters, optical spectrum analyzer etc. can be moved to another Verizon approved test lab to perform a specific test.

Verizon approved lab can be a test lab that is certified under FOC program or a witnessed lab that is approved under Verizon's FOC Witness Test Lab program. Test equipment can also be moved to a test lab or location that is only approved under Verizon's NEBS testing or NEBS Witness Test Lab program. For example in case of an Optically Monitored Earth Quake test, the NEBS lab will be responsible for the Earth Quake part and the FOC lab will be responsible for Optical part, however, FOC lab is still responsible for the overall testing.

- All the test equipment shall be packaged and shipped as per the packaging, shipping and handling requirement specified by the equipment manufacturer, such as special carrying cases, boxes with Fragile and Direction marks etc.
- Where applicable, calibration certificate shall always accompany the test equipment.
- Once unpacked at the new test location, all the equipment shall be powered and warmed up as per the operating guidelines provided by the equipment manufacturer.
- Once the equipment has warmed up and attached to the test setup, a 168 hours stability test shall be run to ensure that equipment is in calibration.
- 168 hours stability data must accompany the test report.
- The equipment shall always be kept in a controlled and safe environment. It shall be clearly marked that equipment and fibers are highly sensitive to any touch and maneuvers and shall not be mishandled. Also, the humidity and temperature around the test equipment shall be monitored and attached with the test results.
- Only people with expertise in fiber optics shall handle the test equipment.
- Once test is complete all the test equipment shall be packaged and shipped back to the original test lab as per the packaging, shipping and handling requirement specified by the equipment manufacturer, such as special carrying cases, boxes with Fragile and Direction marks etc.

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- Once unpacked at the original test location, all the equipment shall be powered and warmed up as per the operating guidelines provided by the equipment manufacturer.
- Once the equipment has warmed up and attached to the test setup a 168 hours stability test shall be run to ensure that equipment is in calibration.
- 168 hours stability data must accompany the test report.

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