UNAVCO Polar Remote Site Visit Checklist  

**INSPECTION ON ARRIVAL**

- □ GPS antenna secure on mast?
- □ GPS antenna mast stable?
- □ GPS antenna cable damaged?
- □ Solar panels or cables damaged?
- □ Wind turbines or cables damaged?
- □ Weather station or cable damaged?
- □ Iridium antenna(s) or cable(s) damaged?
- □ Frame stable with joints intact?
- □ Connectors secure on outside of enclosure?

**PHOTOS ON ARRIVAL**

- □ General site photo
- □ GPS antenna, mast, and cable
- □ Frame, front side
- □ Frame, back side
- □ Connectors on outside of enclosure
- □ Close up of anything broken
- □ Inside the main enclosure
- □ Connectors on inside of enclosure
- □ GPS electronics board

**NETRS FRONT PANEL**

- □ Satellite: red 1Hz
- □ Data: yellow 1Hz
- □ Power A: solid green
- □ Power B: solid yellow

**NETR9 FRONT PANEL**

- □ Lower Left: Logging / USB
- □ Upper Left: SV X (X>5)
- □ Upper Right: Battery icon

**SOLAR AND WIND REGULATOR LED'S**

- □ Solar charge: green, or red with green flash
- □ Solar LVD: green
- □ Wind charge: green, or red with green flash

**KNOWN MAINTENANCE TASKS** (SITE SPECIFIC – MAKE LIST PRIOR TO SITE VISIT)

- □ ____________________________
- □ ____________________________
- □ ____________________________
- □ ____________________________
- □ ____________________________
- □ ____________________________
- □ ____________________________

**NOTES**
UNAVCO Polar Remote Site Visit Checklist  Version 1.0, December 21 2012  PAGE 2 OF 2

Station ID ___________ Date UTC ___________ Time UTC ___________

CHECKLIST BEFORE DEPARTURE

GPS receiver UID ___________ GPS receiver firmware ___________
Primary Iridium UID ___________ Primary timer switch on/off settings ___________
Secondary Iridium UID ___________ Secondary timer switch on/off settings ___________
Weather station UID ___________ Met height above/below (+/-) GPS ant. ___________

CHECK VOLTAGES  (see MEASURING VOLTAGES section in Remote Site Visit Procedures)
Breakers OFF
Main battery ___________ Aux bank 1 ___________ Aux bank 2 ___________ Aux bank 3 ___________
Solar 1 ___________ Solar 2 ___________ Solar 3 ___________ Solar 4 ___________
Wind 1 ___________ Wind 2 ___________
Heat pad Ω ___________

Breakers ON
Load V ___________

☐ All connectors attached to INTERNAL enclosure wall
☐ All connectors attached to EXTERNAL enclosure wall

NETRS FRONT PANEL  NETR9 FRONT PANEL  SOLAR AND WIND REGULATOR LED’S
☐ Satellite: red 1Hz  ☐ Lower Left: Logging / USB  ☐ Solar charge: green, or red w/green flash
☐ Data: yellow 1Hz  ☐ Upper Left: SV X (X>5)  ☐ Solar LVD: green (magnet to reset if red)
☐ Power A: solid green  ☐ Upper Right: Battery icon  ☐ Wind charge: green, or red w/green flash
☐ Power B: solid yellow

☐ Secondary Iridium check, if installed (use active SIM)
☐ Move active SIM to primary modem, backup SIM to secondary
☐ Interior Photographs  ☐ Close-ups of GPS electronics board  ☐ Overall view inside the main enclosure
  ☐ Power connectors on enclosure wall  ☐ RF and ground cables on enclosure wall
☐ Anti-static bag, alligator clip leads, ground wires
☐ Verify all breakers on (red showing)
☐ Enclosures closed, latched, and strapped
☐ Exterior Photographs  ☐ Frame, front side  ☐ Frame, back side  ☐ Connectors on enclosure wall
  ☐ Top rail: Met, Iridium  ☐ Anything damaged  ☐ Anything you changed

☐ Primary Iridium check

NOTES