



ISCS G2e Conversion Checklist

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1 Overview

The purpose of this document is to provide information to the remote sites on what is expected to happen during the conversion to ISCS G2e.

2 Information Gathering

2.1 Site Information

Before any equipment can be shipped to a location, each remote site will need to provide the following information to Verizon.

- Site location (Country, City, Street Address)
- Site Telephone Number
- Site Point of Contact (POC)
- Site POC telephone number
- Site POC Email address
- Site Alternate POC
- Site Alternate POC telephone number
- Site Alternate POC Email address
- Hours of Operation

2.2 Site Survey

It is important that each location complete and return the site survey form to Verizon as soon as possible so that it can be determine if any additional equipment will need to be sent to site during installation. Site survey form found on the NOAA ISCS website. Once you have completed the site survey form, please email it and site photos to ISCS_GEN2e@lists.verizonbusiness.com.

Requested photos of site:

1. Antenna: To include picture of feedhorn, feedhorn cover, front and back of antenna, antenna grounding, and conduit if applicable
2. Location to where new modem will be placed
3. Location of current Antenna – Look angle photos, surrounding of antenna

3 Equipment Shipment

Once all required information is received, Verizon will be shipping the one way conversion kit to each remote. It is the remote responsibility to secure the equipment in a secure location. If equipment is not and pieces are missing, it will be the sites responsibility to purchase replacement equipment. Please notify Verizon once you have received your equipment.

4 Equipment Installation

4.1 Site Survey Review

A member of the Verizon Engineering team will review our site survey information and determine if a tech visit is required or additional equipment is needed. If either is required, the site will be contacted to notify them of any pre-work dispatches or the arrival of additional equipment.

4.2 Schedule Installation Date

A member of the Verizon ISCS GEN2e transition team will contact each location to determine the best date and time for installation. Installation must be completed prior to March 31, 2010. After this date, the current PES 2 Way network will be shut off and the site risk the ability of receiving data from the ISCS network.

Once the installation date has been confirmed, each site POC must ensure the site is ready on this date. Failure to do so will require the site to pay additional cost to reschedule the installation.

4.3 Installation Date

On the day of the installation, a technician will be dispatch to your location to begin the conversion. The conversion to the new ISCS GEN2e network should only take 1 business day to complete. During this time frame, the PES Two Way network will be taken down to allow for the installation of the new equipment on the existing antenna if a new antenna is not being installed.

After the completion of the install, it is the local site POC job to ensure that they are receiving data from the newly installed data. The site POC must sign off on the installation document stating that they are satisfied with install and that all is working properly. The installation tech can provide any training on how to review configurations or information from the modem is site request. It will be the local sites responsibility to dispose of the Hughes PES equipment.

5 Contact Info

Please send any comments or questions to
ISCS_GEN2e@lists.verizonbusiness.com

