



Queensland

LOCATION: _____

SIGN: _____

No	GWN RADIO CHECKLIST	<input checked="" type="checkbox"/>
	Radio Units	
1	Check quantity of radio units	
2	Check radio type	
3	Record alias (Radio Id's on the asset register)	
4	Condition (check for any visible damage)	
5	Connect antenna and battery - confirm operation	
	Chargers	
6	Check quantity of chargers	
7	Condition (check for any visible damage)	
8	Plug in and turn on unit - confirm operation	
	Accessories	
9	Spare batteries (if applicable)	
10	Remote speaker microphone (RSM)	
11	Any other specific accessories	
	Information Guides	
12	User manuals for GWN radios	
13	Cleaning posters	
14	NOCC information for support	
	Verification	
15	Cross-check delivered items against order	
16	Confirm and sign receipt of deliver	