

ALIFTECH SECURE

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Office & Factory Network Setup Planning Checklist

IT Manager's Deployment Guide · Physical Infrastructure + Logical Configuration

Site / Office Name:	_____	Planned Date:	_____
Prepared By:	_____	No. of Users / Seats:	_____

How to use: Work through each section while planning your office or factory network. Tick what is decided or in place. Any unticked item is an open decision or a gap. When ready, call AlifTech Secure on +91 910910 6826 for a free site survey and a complete network design with quotation.

PART A — Physical Infrastructure (Passive Layer)

A1. Structured Cabling

- ☐ Cable grade decided: Cat6 (up to 1 Gbps) or Cat6A (up to 10 Gbps)
- ☐ Fiber optic backbone planned between floors / buildings
- ☐ Number of network points (RJ45 ports) per room/desk counted
- ☐ Cable routing path planned via conduits / cable trays / raceways
- ☐ Maximum cable run kept within 90m permanent link limit
- ☐ All cabling to be Fluke-tested and certified on completion

A2. Server Room / Network Rack

- ☐ Dedicated server room / rack location identified
- ☐ Rack size decided (9U / 15U / 24U / 42U) with future expansion
- ☐ Patch panels and cable management planned inside rack
- ☐ Air-conditioning / cooling for server room arranged
- ☐ Dedicated power circuit + UPS backup for rack equipment
- ☐ Earthing / grounding for rack and equipment confirmed

A3. Power & Continuity

- ☐ UPS sizing calculated for switches, server and access points
- ☐ NAS / backup storage location and power planned
- ☐ Cable labelling standard agreed (both ends of every cable)

PART B — Logical Configuration (Active Layer)

B1. Active Network Devices

- [] Core / access switches selected (managed vs unmanaged)
- [] PoE switches planned for IP cameras, phones and access points
- [] Router / gateway selected for internet and inter-site links
- [] Brand standard agreed (Cisco / Ubiquiti / TP-Link / D-Link)

B2. IP Plan & Segmentation

- [] IP addressing scheme / subnet plan defined
- [] VLANs planned to separate office, guest, CCTV and voice traffic
- [] DHCP and DNS configuration approach decided
- [] Static IPs reserved for servers, printers and cameras

B3. WiFi / Wireless

- [] WiFi coverage plan (access point count and placement) prepared
- [] Separate SSID for staff and guest networks planned
- [] Seamless roaming / mesh required for large floors or warehouse
- [] Outdoor / high-density areas identified for special APs

B4. Security & Remote Access

- [] Perimeter firewall planned at internet gateway
- [] Server room / critical VLAN isolation rules defined
- [] VPN for secure remote / branch access planned
- [] Guest network isolated from internal company network

B5. Management & Support

- [] Network monitoring / management approach decided
- [] IT AMC (Annual Maintenance Contract) scope agreed
- [] As-built documentation and rack diagram to be handed over
- [] GST invoice required for procurement records

Ready to build your network? AlifTech Secure designs and installs complete office and factory networks across Indore, Pithampur, Sanwer Road and Dewas. Structured cabling, enterprise WiFi, switching, firewalls and server rooms — Fluke-tested and AMC-backed. Call **+91 910910 6826** for a free site survey. GST invoice on every order.