IOWMS Integrated Outsource Workforce Management System	Doc. No.: BPCL/HRS/IOWMS/R02 Rev. No. : 00 Effective Date :01.12.2024
SITE ACCEPTANCE TEST REPORT	Location: PO No. : Report Date: Test Duration:

| S.No. | Hardware/ItemType | Checks/Functionality | | | | | Quantity | |

Access Control System

		Location of Installation	Entry/Exit	Terminal Ids	ADMIN Password Implemented on devices	Installed	As Per PO (Nos.)
Face Reader		Main Gate	Entry				
			Exit				
		Licensed Gate	Entry				
			Exit				

Enrollment & Authentication	**Enrollment workflow** *of Associates through IOWMS platform*	**Working/Not Working**
	AUTHENTICATION TYPES	**Authentication Test (Accepted / Rejected)** *Authentication through device will be considered to be accepted only when the average acceptance through device for a period of 15 days is >=99%* **Ref. Authentication Log Report**
	Associate Authentication (through Face/Finger)	
	Visitor Authentication (through Cards)	

Turnstile	Location of Installation	Quantity		Operating Status (Working/Not Working)
		Installed	As per PO	
	Main Gate (Delicensed Gate)			
	Licenesed Gate			

2. IT & Other Installations

Item Types	Desktop	Printer	Web camera	Canopy
Installed Qty.				
PO Qty.				

3. IOWMS Platform Accessibility

Persona Logins	Location In Charge	Engineer In Charge	Vendor SPOC	Security SPOC
Accessible/Not Accesible				

4. System Reports

Reports Availability at IOWMS platform	Headcount Summary	Headcount Logs	Access Logs	Contract Labour report	Visitor Logs
Yes/No					

5. ID Cards

Visitor Access Cards	Qty. Received at Site (Nos.)	PO Qty. (Nos.)

6. Supporting Documents

As per the Documents Checklist	Received/Not Received

Confirm Site Acceptance Test (SAT) (Successful/Failed)

	VENDOR SPOC	BPCL's LOCATION SPOC	BPCL's LOCATION IN CHARGE
SIGNATURE & STAMP			
NAME & DESIGNATION			
DATE			