**GIS**

|  |  |
| --- | --- |
| Title | Datacenter and IT System Room Checklist |
| Reference | **GIS-F-LSG-3508** |
| Purpose | With this checklist, the status of existing installations is captured, either before or after refurbishment actions, or just to document a status and fix an agreement with responsible management. |
| Scope | GIS worldwide  The Datacenter and IT System Room Checklist is valid for all Datacenter and IT system rooms installed at all Faurecia sites with at least 50% Faurecia ownership worldwide in all business groups and/or central systems. |
| Related documents | FAU-I-LSG-5251  Corporate datacenter and IT system room policy (issue 08) |
| Issue n° | **07** |
| Description of changes | Adjusted:  Add requests for alert check dates, and slight adjustments from  FAU-I-LSG-5251 issue 08 |
| Cancels and replaces | |  | | --- | |  | | GIS-F-LSG-3508 – Issue 06 12/2019 - Subject of MAINTENANCE has been exposed.  GIS-F-LSG-3508 – Issue 05 09/2018 - Chapters and contents to correspond to FAU-I-LSG-5251 issue 06  GIS-F-LSG-3508 – Issue 04 11/2016 - Update to be in line with  FAU-I-LSG-5251 V3 | |  | |
| Author | Carsten KLUPIEC – Competence Center Datacenter |
| Owner | Carsten KLUPIEC – Competence Center Datacenter |
| Approved by | Dominique LOISEAUX – Manager Projects GIS Architecture |

Table of Contents

1. Introduction 3

2. Checklist 4

# Introduction

The FAU-I-LSG-5251 Corporate datacenter and IT system room policy defines the minimum standard for physical security of locations that host commonly used IT- and telecommunication- systems.   
This standard is the basis to guarantee operational safety and availability of applications and data processing services for the business of Faurecia.

With this checklist, the status of existing installations is captured, either before or after refurbishment actions, or just to document a status and fix an agreement with responsible management.

The chapters of the checklist refer directly to the policy to get detailed information about the respective subject.

With the checklist, deviations to the standard and planned corrective actions to achieve the standard are documented.

Following the standard policy, the responsible management, usually NON-IT site- or plant-management that is responsible for budget, must sign the checklist and accept either the risks that are pointed out, or accept the actions to correct and achieve the standard, and ensure proper budget for these actions.

The infrastructure supply and protection components emergency power system, surge protection devices, UPS, cooling devices, extinguishing systems and very early smoke detection systems must be operated with maintenance. A separate pre-check is exposed to point out the significant risk of operation of business-critical devices without maintenance.

# Checklist

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Site Information** | | | | | |
|  | | | | | |
| Site |  |  | Site CLASS A/B/C/D (see 6.3.1/2/3/4) |  |  |
| Date |  | Number of rooms |  |
| Auditor |  | Location of room 1 |  |
| Site Admin |  | Size of room 1  (length x width x height) |  |
| Manager |  | Location of room 2 |  |
|  |  |  | Size of room 2  (length x width x height) |  |
| This audit concerns: | Room 1 – Primary IT system room / Primary Datacenter  Room 2 – Secondary IT system room / Secondary Datacenter | | | |
| Comments |  | | | |
|  | | | | | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **MAINTENANCE STATUS CHECK OF IT INFRASTRUCTURE RELEVANT SUPPLY AND PROTECTION DEVICES** | | | | | |
| **Pos** | **Requirement** | **Status / Difference / Situation** Enter value(s) if requested, or enter OK.  If not in line with FAU-I-LSG-5251, describe the difference. If not applicable, enter N/A. | | **Corrective actions** | |
| A | IT system room – power supply – emergency power system is operated under a maintenance contract with service level minimum next business day and regularly checked (minimum 1x per year),  incl. real on generator power operation.  Fuel supply is guaranteed by a contract.  Last inspection report shows no issue. |  |  |  |  |
| B | IT system room – power supply –  UPS is operated under a maintenance contract with service level minimum next business day and UPS and batteries are regularly checked (minimum 1x per year), incl. a real on battery operation.  Last inspection report shows no issue.  Short term spare part provisioning is ensured for UPS parts and batteries. |  |  |  |  |
| C | IT system room – power supply –  surge protection chain is checked regularly (minimum 1x per year).  Last inspection report shows no issue.  Short term spare part provisioning is ensured for surge protection parts. |  |  |
| D | IT system room – cooling systems are operated under a maintenance contract with service level minimum next business day and regularly checked (minimum 1x per year).  Last inspection report shows no issue.  Short term spare part provisioning is ensured for cooling system parts. |  |  |
| E | IT system room – fire protection system / extinguishing system is operated under a maintenance contract and regularly checked (minimum 1x per year).  Last inspection report shows no issue. |  |  |
| F | IT system room – very early smoke detection system is operated under a maintenance contract and regularly checked (minimum 1x per year).  Last inspection report shows no issue. |  |  |
| **ATTENTION: Numbers of following chapters refer to the "Corporate Datacenter and IT system room policy"** [**FAU-I-LSG-5251**](https://apps.faurecia/sites/fcp/_layouts/15/WopiFrame.aspx?sourcedoc=/sites/fcp/Lists/FCP/FAU-I-LSG-5251/FAU-I-LSG-5251%20Corporate%20datacenter%20and%20IT%20system%20room%20policy.pdf&action=default&DefaultItemOpen=1)**! 6. Definition** | | | | | |
| **Pos** | **Requirement** | **Status / Difference / Situation** Enter value(s) if requested, or enter OK.  If not in line with FAU-I-LSG-5251, describe the difference. If not applicable, enter N/A. | | **Corrective actions** | |
| 6.2 | Business risk analysis and downtime cost analysis has been done and is approved by BG(s). Check with BG(s) and GIS business continuity team. |  |  |  |  |
| 6.3 | The availability classification at chapter 6.3.x has been approved by Faurecia business group management. |  |  |  |  |
| What is the maximum downtime (hh:mm) for the physical IT infrastructure (NOT for IT systems) that has been accepted by business management? |  |  |
| A/B redundant main power supply is installed according standard. |  |  |
| Redundant cooling systems installed. |  |  |
| 2 IT rooms if location is class A or B. |  |  |
| Redundant WAN access installed. |  |  |
| Redundant LAN architecture is installed for business-critical network cabinets. |  |  |
| 6.3.1 | What site is it? Class A - Datacenter site. Hosting central services for more than 1 site. 🡺 Ext. high availability requirements. |  |  |
| 6.3.2 | What site is it? Class B – Sites with agreement with customers about a service or a supply chain in a defined and agreed time interval, e.g. JIT/JIS/R&D/D&D/etc. size independent. A downtime of IT service impacts supply chain to the customer. 🡺 High availability requirements. |  |  |
| 6.3.3 | What site is it? Class C - Enhanced sites for manufacturing & Enhances sites for R&D/D&D. > 200 users, local services only. A downtime of IT service does not affect the supply chain to the customer. 🡺 Extended availability requirements. |  |  |
| 6.3.4 | What site is it? Class D - Small sites for manufacturing & Customer Offices for R&D/D&D. < 200 users, local services only. A downtime of IT service does not affect the supply chain to the customer. 🡺 Standard availability requirements |  |  |
|  | | | | | |
| **7. General Requirements** | | | | | |
| **Pos** | **Requirement** | **Status / Difference / Situation** Enter value(s) if requested, or enter OK.  If not in line with FAU-I-LSG-5251, describe the difference. If not applicable, enter N/A. | | **Corrective actions** | |
| 7.1 | Natural hazard assessment from Group Insurance Department shows no risk. |  |  |  |  |
| 7.2 | Risk analysis for the location of the IT system room(s) has been done. No risks around IT system room(s). |  |  |
| 7.3 | Size of IT system room fits to needs and provides reserve for future growth. |  |  |
| 7.4 | Stock area must be provided at a useful size, minimum 10m² (108ft²), and at a suitable location. |  |  |
| 7.5 | A secondary IT system room or secondary datacenter is available with complementary infrastructure and mirrored data to the primary room. Location must be at a separate fire compartment or building. Redundant supply structure must be installed. |  |  |
|  | | | | | |
| **8. MDC Micro-Datacenter** | | | | | |
| **Pos** | **Requirement** | **Status / Difference / Situation** Enter value(s) if requested, or enter OK.  If not in line with FAU-I-LSG-5251, describe the difference. If not applicable, enter N/A. | | **Corrective actions** | |
| 8.1 | Faurecia standard MDC with Faurecia standard configuration is installed. |  |  |  |  |
|  | Power supply cables, pipes for cooling medium and outdoor units are protected against sabotage. |  |  |  |  |
|  | Power supply cables are installed on separate routes to the MDC. |  |  |  |  |
|  | Outdoor units are placed apart, pipes for cooling medium are installed on separate routes. |  |  |  |  |
|  | Outdoor units are protected against direct sunlight. |  |  |  |  |
|  | MDC operation status, alerts and errors are forwarded to the responsible teams. Enter last check date: |  |  |  |  |
|  | MDC is operated with maintenance contract. Last inspection shows no issue. Enter last check date: |  |  |  |  |
|  |  |  |  |  |  |
| **9. Datacenter / IT system room construction** | | | | | |
| **Pos** | **Requirement** | **Status / Difference / Situation** Enter value(s) if requested, or enter OK.  If not in line with FAU-I-LSG-5251, describe the difference. If not applicable, enter N/A. | | **Corrective actions** | |
| 9.1 | Standard IT system room layout is implemented. |  |  |  |  |
| 9.2 | Basic room construction requirements are met. |  |  |  |  |
| 9.3 | Vicinity of IT system room is protected by sprinklers. |  |  |  |  |
| Door of IT system room is fire rated door compliant NFPA 221, 60 minutes fireproof. Faurecia insurance concessions allow lower protection rate – please check. |  |  |
| Door has doorknob outside to ensure double lock functionality by  a) door latch b) lock striker plate. |  |  |
| Door of IT system room is of steel without glass. |  |  |
| Door of IT system room is protected against burglary. RC2 certified acc. EN1627/1630 preferred. |  |  |
| Door of IT system room is smoke proof, preferred certified EN1634. |  |  |
| Door width of IT system room fits standard.  Class A 🡺 1,50m (5ft) width Class B,C,D 🡺 1,20m (4ft) width |  |  |
| Door height of IT system room fits standard. Class A 🡺 2,43m (8ft) height Class B,C,D 🡺 2,13m (7ft) height |  |  |
| Door of IT system room open direction considers local requirements for people safety. Default=Open to inside. |  |  |
| Door of IT system room has automatic door sequence closing unit installed. (only applicable for double leaf door). |  |  |
| Door of IT system room has emergency unlock unit installed. |  |  |
| 9.4 | Walls of IT system room are fire resistant according NFPA 221, 120 minutes fireproof. Faurecia insurance concessions allow lower protection rate – please specify. |  |  |
| Walls of IT system room are concrete or calcium silicate brick masonry. |  |  |
| Walls of IT system room are NOT of plasterboard. |  |  |
| Inside walls of IT system room are plain and latex painted. |  |  |  |
| Walls of IT system room are connected to the real ceiling and to the real floor. |  |  |
| Walls of IT system room are without windows. |  |  |
| Any openings at the walls are closed with material to secure against fire or water intrusion. |  |  |
| 9.5 | Ceiling has same fire resistance than the walls and is WATERTIGHT. |  |  |
| Ceiling is NOT plasterboard. |  |  |
| Ceiling is plain and latex painted. |  |  |
| Ceiling can carry cooling devices. Load calculation is provided by a structural engineer. |  |  |
| NO suspended ceiling installed. |  |  |
| NO openings in the ceiling. |  |  |
| 9.6 | Floor has same fire resistance than walls and ceiling. (particularly for upper floors) |  |  |
| Floor has plain surface. Latex floor paint or other NON-PVC coating applied. NO carpets, NO PVC coating. |  |  |
| Uniform load minimum 12kN/m² = 250,6lb/ft². |  |  |
| Point load minimum 5kN = 1.124lb. |  |  |
| Minimum room height slab to slab  = 3,2m (10,5ft). |  |  |
| Standard default floor is full concrete and at same level than outside corridor or offices. |  |  |
| An access floor is installed for cabling, same level as floor outside IT system room. |  |  |
| A raised floor is installed at lifted level than floor outside IT system room. |  |  |
| The floor bearing load of access floor or raised floor is same or higher than finished floor. |  |  |
| 9.7 | Minimum room size 3,2m x 3,2m x 3,2m is respected (3,2m = about 10,5ft). |  |  |
| 9.8 | Vapor barriers: Installed or not needed? Investigation to exterior walls of IT system room has been made to avoid the effect from outdoors to the humidity inside the IT system room that results from temperature differences. For inside walls of IT system rooms, this item is expected N/A. |  |  |
| 9.9 | Amount of cable feed-through is minimized. Cable feed through are closed with fire-retarding sealing. |  |  |
| 9.10 | Racks for IT components have height 42U and 800mm x 1200mm (31,5” x 47,25”). |  |  |
| Only four post racks are installed. |  |  |
| Rack doors are perforated / vented without glass. |  |  |
| Rack door perforation is at least 75% of the door size. |  |  |
| In case of more than 1 row of racks:  Warm rack sides do NOT point to other warm or cold rack sides. N/A for only one row of racks. |  |  |
| Minimum of 1m free space in front of and behind the racks is available to guarantee free access. |  |  |
| All IT components are mounted inside the racks. |  |  |
| Devices that are not rack mountable are placed on dedicated 19” shelves. |  |  |
| Rack has 20cm (8”) pedestal if located at an IT system room on ground floor or on basement. |  |  |
|  | | | | | |
| 9.11 | Cabling is installed on cable trays above the racks. |  |  |  |  |
| All cables are halogen-free. |  |  |
| POWER cables are routed on separate tray than cables for LAN and WAN. |  |  |
| 9.12 | Illumination level is at 500lux minimum everywhere in the room. |  |  |  |  |
| Illumination is setup in front of and behind the racks. |  |  |
| Emergency light installed above entry door. |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **10. Power Supply** | | | | | |
| **Pos** | **Requirement** | **Status / Difference / Situation** Enter value(s) if requested, or enter OK.  If not in line with FAU-I-LSG-5251, describe the difference. If not applicable, enter N/A. | | **Corrective actions** | |
| 10.1 | A/B power supply from separate distribution panels is setup for IT system room(s). Even preferred is power supply from separate transformer stations. |  |  |  |  |
| Power supply for IT system room(s) is separated from all other power distribution panels at the building. |  |  |  |
| 10.2 | Power network is TN-S Terra Neutral – Separated 3L+N+G, or 2L+G (US). |  |  |  |
| Voltage is 208-240VAC. |  |  |  |
| Every power supply path A/B is sized to cover complete load in case that the complementary path fails. |  |  |  |
| A/B power supply delivered via separate routes. |  |  |  |
| 10.3 | Supply and distribution components are standard type approved. |  |  |  |
| All components for power supply are labelled and well documented. |  |  |  |
| Access to power distribution switchboard that supplies IT system room is restricted. |  |  |  |
| Dedicated IT system room power distribution panel is located inside the IT system room. |  |  |  |
| Wall power outlets inside the IT system room do NOT serve racks or UPS. |  |  |  |
| UPS for IT system room is dedicated for IT systems inside the IT system room only. |  |  |  |
| Components inside the IT system room are connected only to the distribution panel inside the IT system room. |  |  |  |
| IT system room electrical distribution has 25% load and 25% space reserve. |  |  |  |
| Rack PDU’s are served directly from IT system room distribution switchboard. |  |  |  |
| Every PDU that serves IT devices is secured by separate breaker. |  |  |  |
| NO common residual current breaker is installed that cuts power of the complete IT system room. |  |  |  |
| Every PDU that serves IT devices is secured by separate RCBO against residual current. **(Could be N/A if residual current meter is installed)** |  |  |  |
| Residual current meter is installed incl. acoustic and optical alarm. **(Could be alternative to RCBO, else N/A)** |  |  |  |
| Only approved sockets used to connect PDU’s: IEC309/16A, IEC309/32A, for US NEMA L6/20 or NEMA L6/30. |  |  |  |
| 12kW power load per rack is not exceeded. |  |  |  |
| 10.4 | Minimum 2 PDU’s per rack installed –  A/B supply A-direct line / B-UPS supplied. |  |  |  |
| PDU’s provide IEC320/C13 and IEC320/C19 connectors only. |  |  |  |
| NO power strips for NEMA 5/15 or SCHUKO CEE7 used, NEMA or SCHUKO CEE7 are connected via adapter to IEC320/C19. |  |  |  |
| 10.5 | Automatic Transfer Switch implemented to secure business critical single power supply devices. |  |  |  |
| 10.6 | External lightning protection installed for the building that covers the IT system room(s). 5m x 5m (16ft) mesh structure preferred. |  |  |  |  |
| 10.7 | Surge protection complete chain with type 1, type 2 and type 3 is installed before IT systems are connected to power, according to the standard. |  |  |  |  |
| Local requirements for surge protection are considered. |  |  |
| 10.8 | All components inside the IT system room(s) are grounded carefully. |  |  |  |  |
| Central IT system room ground point is setup, labelled and clearly visible inside the room. |  |  |
| Local regulations for electrical grounding are respected. |  |  |
| 10.9 | UPS is of type ONLINE and DOUBLE CONVERSION. |  |  |  |  |
| UPS is located inside IT system room. |  |  |
| Environmental conditions for UPS batteries have been established:  22-26°C (71,6-78,8°F), max. 60% humidity |  |  |
| UPS is sized to cover 100% load of all IT components plus 1 cooling system, even if all devices would be on UPS only. |  |  |
| If all IT systems supplied by UPS in case of crash of redundant line, max. UPS load is expected <80% with 20% reserve. |  |  |
| Suitable UPS autonomy time: Minimum 15 minutes with emergency power system.  Minimum 30 minutes without emergency power system. |  |  |
| UPS up to 10kW is rack mounted model. |  |  |
| External UPS bypass installed. |  |  |
| Faurecia standard UPS is selected. |  |  |
| UPS easily accessible, 1m front and 1m rear free space if stand cabinet type. |  |  |
| Site LAN and monitoring system is connected to UPS.  Power outage alert and alarming process is setup carefully and documented well. Enter last successful alert check date: |  |  |
| 10.10 | Emergency power system is compatible to UPS. |  |  |  |  |
| Emergency power system is oversized 150%, minimum outage protection 2 days without additional fuel. |  |  |
| Power supply cables from emergency power system do not cross supply lines for the IT system room(s). |  |  |
|  | | | | | |
| **11. Cooling and Ventilation** | | | | | |
| **Pos** | **Requirement** | **Status / Difference / Situation** Enter value(s) if requested, or enter OK.  If not in line with FAU-I-LSG-5251, describe the difference. If not applicable, enter N/A. | | **Corrective actions** | |
|  | Faurecia standard IT system room cooling architecture is implemented. |  |  |  |  |
| 2N redundant cooling systems installed. |  |  |
| One of redundant cooling system is connected to UPS. |  |  |
| Automatic weekly switchover is configured. |  |  |
| Cooling control unit is connected to UPS. |  |  |
| Failure of control unit does not affect functionality of cooling. |  |  |
| Temperature at 1m height (24°C +/- 2°C) |  |  |
| Relative humidity (40% +/-20%) |  |  |
| Cooling system is standard inverter-controlled ceiling mounted duct system with possibility to configure pressure and airflow and designed for 24/7 operation even in wintertime. |  |  |
| No heat build-ups can be detected in the room. |  |  |
| Cooling systems are operated at 75% load maximum (=25% reserve) |  |  |
| Cooling medium is R407c or newer. (Hint: R410a and R32 are ok.) |  |  |
| If thermal load of IT system room exceeds 34.000 BTU/h (~10kW):  Cooling is realized via raised floor, or via in-row cooling devices or other appropriate systems, specify solution. |  |  |
| Maximum of 40.000 BTU/h (~12kW) per rack is not exceeded. |  |  |
| If thermal load is less 1kW: Ventilation must be installed. Measures taken that temperature could not rise above 30°C (86°F) and not fall below 15°C (59°F). |  |  |
| Water supply pipes are NOT installed above IT systems and connected short to the wall. |  |  |
| Drainpipes are NOT installed above IT systems and connected short to the wall. |  |  |
| Leakage detection is installed at least at the floor of the IT system. |  |  |
| Leakage frame with leakage detection is installed if cooling components are installed just next to or above IT systems. |  |  |
| External condenser systems are designed to operate at extreme temperature of the concerned location (Europe >35°C). |  |  |
| Outdoor units are protected against direct sunlight. |  |  |
| Pipes for cooling medium and outdoor units are protected against sabotage. |  |  |
| Outdoor units and pipes for cooling medium are installed on separate routes to different places to avoid single point of failure. |  |  |
| Room temperature is monitored at 1m in front of racks according standard levels. |  |  |
| State and readiness / failure of cooling systems are monitored. |  |  |
| Cooling system error state is forwarded to responsible team.  Enter last error alert check date: |  |  |
| Alarming process is defined and well documented. |  |  |
|  | | | | | |
| **12. Environment Monitoring and Alarming** | | | | | |
| **Pos** | **Requirement** | **Status / Difference / Situation** Enter value(s) if requested, or enter OK.  If not in line with FAU-I-LSG-5251, describe the difference. If not applicable, enter N/A. | | **Corrective actions** | |
|  | An appropriate monitoring and alarming system/process is implemented and carefully documented for: - Power supply - Smoke / Fire Alarms - High Temperature - Humidity - Water leak detection - Intrusion |  |  |  |  |
| **13. Fire Protection** | | | | | |
| **Pos** | **Requirement** | **Status / Difference / Situation** Enter value(s) if requested, or enter OK.  If not in line with FAU-I-LSG-5251, describe the difference. If not applicable, enter N/A. | | **Corrective actions** | |
| 13.2 | IT system room is free of combustible material. Data backup tapes are not stored at the IT system room. |  |  |  |  |
| 13.3 | Very Early Smoke Detection Unit is installed |  |  |
| VESDU is configured: Change of smoke-level:  0,02%/m / = about 0,006%/ft  Pre-Alarm:  0,04%/m / = about 0,012%/ft  Main Alarm:  0,08%/m / = about 0,024%/ft |  |  |
| Additional smoke detectors of sensitivity 3%/m are installed to control extinguishing system and/or to alarm fire fighting teams or fire marshals. |  |  |
| Smoke detectors and pipes for VESDU are installed at the ceiling of the IT system room at the warm corridor, and in raised floor if applicable. |  |  |
| VESDU alarms and errors are forwarded to responsible local IT team and to facility guards / onsite watch service. Enter last alert check date: |  |  |
| 13.4 | Fire alarm is automatically forwarded to  - Onsite watch service (if applicable) - External security service (if applicable) - Fire marshals (if applicable) |  |  |
| IT responsible teams are informed about fire issues in IT system room. Enter last alert check date: |  |  |
| Fire alarming process is well defined and documented, and regularly tested and checked. |  |  |
| 13.5 | Automatic fire extinguishing system is installed in the IT system room according to Faurecia standard. |  |  |
| 13.6 | Sprinklers are NOT installed inside IT system room. |  |  |  |  |
|  | Dry pipe sprinklers are installed with valve outside the IT system room. |  |  |  |  |
| 13.7 | Inert Gas Extinguishing System installed according NFPA2001. |  |  |  |  |
| Automatic extinction interlocked with a double detection loop using 2 different types of detection (i.e. ionic & optical). |  |  |
| Manual extinction control in a glass box outside the room. |  |  |
| Voids (false ceiling and/or false floor) covered by the detection and extinction systems. |  |  |
| Ventilation shutdown interlocked with the 1st detection. (if applicable) |  |  |
| Overpressure release device installed in the room if necessary (calc. note required). |  |  |
| Justification of the gas reserve volume (calculation note required). |  |  |
| Manual power shutdown control installed in a glass box outside the IT system room if required by local fire marshals. |  |  |
| Alarms (impairment, detection, extinction…) transmitted to a permanently occupied room (guardhouse…) or a security service. |  |  |
| If the site is not sprinkled: adjacent rooms are under automatic fire detection |  |  |
| Fan test has been performed to check room airtightness. |  |  |
| High pressure gas cylinders are placed OUTSIDE the IT system room |  |  |
| 13.8 | Chemical gas extinguishing system installed in IT system room.  **(only if inert gas extinguishing system is not installed)** |  |  |  |
| Clear definition of process for waste management is well documented. |  |  |
| **14. Intrusion Detection and Safeguard Recommendations** | | | | | |
| **Pos** | **Requirement** | **Status / Difference / Situation** Enter value(s) if requested, or enter OK.  If not in line with FAU-I-LSG-5251, describe the difference. If not applicable, enter N/A. | | **Corrective actions** | |
| 14.1 | All actions and access to the IT system room are logged. |  |  |  |  |
| 14.2 | Access protection is installed. IT system room is locked 24x7x365. |  |  |
| Manual key or electronic token. |  |  |
| Only restricted and registered persons have access to IT system room. |  |  |
| Access protection and restriction is carefully defined and well documented. |  |  |
| 14.3 | Video surveillance is installed. |  |  |
| 14.4 | Intrusion detection system is installed. |  |  |
| Motion detection inside the room and reed contacts at entry door is installed. |  |  |
| Access violation / burglar alarms are forwarded to responsible teams. Enter last alert check date: |  |  |
| Intrusion detection and alarming process is carefully defined and well documented |  |  |
| Faurecia process to report security issues are followed (AMS – system) |  |  |
|  | | | | | |

|  |  |  |
| --- | --- | --- |
| **Conclusion / Summary**  It’s the challenge to minimize a remaining risk to operational safety to achieve and ensure the required level of availability of the physical IT infrastructure. This remaining risk must be accepted by the responsible management of the location, not by IT. IT will point out and rate risks, and will propose actions to minimize the risks.  **To rate pointed out risks, consider the following priorities of possible deficiencies:**  1st priority = power supply – 2nd priority = cooling – 3rd priority = fire protection – 4th priority = fire prevention – 5th priority = access control – 6th priority = all others. | | |
| **Pos** | **Description** | |
| 1 |  |  |
| 2 |  |
| 3 |  |
| 4 |  |
| 5 |  |
| 6 |  |
| 7 |  |
| 8 |  |
|  | | |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Action Plan** | | | | | | | | | | | | | | | |
| **Pos** | **Risk** | | | | | **Corrective actions** | | | | | **Proposed schedule** | | | | |
| 1 |  | | |  | |  | | |  | |  | | |  | |
| 2 |  | | |  | | |  | | |
| 3 |  | | |  | | |  | | |
| 4 |  | | |  | | |  | | |
| 5 |  | | |  | | |  | | |
| 6 |  | | |  | | |  | | |
| 7 |  | | |  | | |  | | |
| 8 |  | | |  | | |  | | |
| 9 |  | | |  | | |  | | |
| 10 |  | | |  | | |  | | |
|  | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
| **Signatures** | | **Responsible IT** | | | | | **Responsible Location Management** | | | | | **Auditor** | | | |
| Name | |  |  | |  | |  |  | |  | |  |  | |  |
| Date | |  | |  | |  | |
| Signature | |  | | | | |  | | | | |  | | | |