Requirements Checklist:

Video Surveillance Camera

This checklist must be used in conjunction with the **Surveillance Solution Requirements Checklist**, which provides an overall definition of the requirement. A checklist must be completed for every camera required on the site.

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| --- | --- | --- |
| Site details | Camera checklist number | **01** |
| Site / project name |  |
| Physical address |  |
| Building |  | Floor |  | Room |  |
|  |
| Location of camera | Click boxes to tick with ☑ |
| Type of location | Indoors |[ ]  Outdoors |[ ]  Office |[ ]  Passageway |[ ]  Public access |[ ]
|  | Secure area |[ ]  Other: |  |
| Position of camera | Doorway |[ ]  Corridor |[ ]  Room |[ ]  Other: |  |
| Distance from control room / network room (metres) |  |
|  |
| Surveillance requirements | Click boxes to tick with ☑ |
| What/who is to be observed? |  |
| What is the reason for the observation? |  |
| When is the observation required? |  |
| What activities are to be observed? |  |
| Likelihood of activity occurring | Low |[ ]  Medium |[ ]  High |[ ]
| Frequency of occurrence | Occasionally |[ ]  Regularly |[ ]  Often |[ ]
|  |
| Camera primary purpose (determines image quality) | Click boxes to tick with ☑ |
| Observation type required (SANS 10222): |
| Observation |[ ]  Detection |[ ]  Recognition |[ ]  Identification |[ ]
|  |
| Lighting conditions | Click boxes to tick with ☑ |
| Camera must function effectively in the following lighting: |
| Day |[ ]  Night |[ ]  Natural |[ ]  Artificial |[ ]  All conditions |[ ]
|  |
| Technical requirements (camera capabilities) | Click boxes to tick with ☑ |
| Fixed lens |[ ]  Vari-focal lens |[ ]  Panoramic 180° |[ ]  Panoramic 360° |[ ]  Thermal |[ ]
| Pan Tilt Zoom (PTZ) |[ ]  Other: |  |
| Viewing distance (metres) |  |
| Viewing angle/field of view (degrees) |  |
| **Special features:** |
| Tamper-proof |[ ]  Vandal-proof |[ ]  On-board audio (mic + spk) |[ ]  On-board LED light |[ ]
| Licence plate recognition |[ ]  Face recognition |[ ]  Temperature screening |[ ]  Passive IR sensor |[ ]
| On-board alarm |[ ]  I/O connectivity |[ ]  Other: |  |
|  |
| Camera infrastructure | Click boxes to tick with ☑ |
| Camera mounting options: | Ceiling |[ ]  Wall |[ ]  Pole |[ ]  Other: |  |
| Network point at location? |  |
| Power over Ethernet available? |  |
| Alternative power at location? |  |
|  |
| Notes |
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#### Notes

* The main/primary position must be identified for each PTZ camera, since image quality verification based on SANS 10222 can only be done for fixed PTZ positions.