Keysight Premium Used

Final Inspection
101-Point Checklist

SECTION 1: GENERAL INFORMATION

Model number/ New CID# :

Serial number :

Inspector :

Date (dd/mm/yy):

SECTION 2: FINAL INSPECTION CHECKLIST

ROUTINE SAFETY TEST	Pass	Reject	N/A	Remarks
01 Pass Routine Safety test	☐	☐	☐	
02 Routine Safety test "Passed" label adhered/ date correctly	☐	☐	☐	

PTD LABEL VS BACKLOG WORK ORDER	Pass	Reject	N/A	Remarks
03 Information on PTD label (packaging label) vs Backlog Work Order align	☐	☐	☐	

DOCUMENTS	Pass	Reject	N/A	Remarks
04 Model number, serial number, option and label visible	☐	☐	☐	
05 Certificate of calibration (CoC) included/ pages correctly	☐	☐	☐	
06 Calibration document and sticker in good condition[2]	☐	☐	☐	
07 Certificate of functional test (FTC)	☐	☐	☐	
08 Certificate of operational verification (OPV)	☐	☐	☐	
09 Calibration date of CoC < 120 days	☐	☐	☐	
10 FTC/ OPV validity for standalone model refer to firmware masterlist	☐	☐	☐	
11 COC calibration sticker and calibration certificate are same date	☐	☐	☐	
12 Calibration tamper-proof seal is present on unit and in good condition	☐	☐	☐	
13 Determining the Recalibration Due Date/ Recommended Due Date for Adjustment/ Calibration included	☐	☐	☐	
14 Calibration data / Calibration Report Notification Letter and Test Data are in envelope	☐	☐	☐	
15 All documents match the model#, serial# and option of unit (calibration data, certificate and sticker, traveler)	☐	☐	☐	
16 "100% KEYSIGHT QUALITY" label visible on unit	☐	☐	☐	
17 Windows license label is correct	☐	☐	☐	
18 Electronic standards symbols visible (e.g: CSA/ UKCA, CE/ NLF/ KC Mark/ RCM, WEEE, BIOS, MAC ID..etc..)	☐	☐	☐	

FRONT-PANEL CHECK		Pass	Reject	N/A	Remarks
19	Name plate frequency description is correct	☐	☐	☐	
20	Keysight/ IXIA trademark visible	☐	☐	☐	
21	Product model number and / or name visible	☐	☐	☐	
22	Lettering / silk screen printing in good condition	☐	☐	☐	
23	Power line switch, keys and knobs in good condition	☐	☐	☐	
24	Front panel correctly assembled	☐	☐	☐	
25	RF connector on front overlay is correctly labelled	☐	☐	☐	
26	Jumper cable and protector in good condition	☐	☐	☐	
27	Ground connector/ LED/ LAN port/ USB port/other connector in good condition	☐	☐	☐	
28	RF/ BNC/ GPIB/ other screws present and correctly fastened	☐	☐	☐	
29	RF/ BNC/ other Center pin present and in good condition	☐	☐	☐	
30	Handle properly assembled	☐	☐	☐	
31	Scratches, stains, dust & dirt mitigated[2]	☐	☐	☐	

RIGHT SIDE PANEL CHECK		Pass	Reject	N/A	Remarks
32	Feet / foot stand & assembly in good condition; balances correctly	☐	☐	☐	
33	Ground connector/ LED/ LAN port/ USB port/other connector in good condition	☐	☐	☐	
34	RF/ BNC/ GPIB/ other screws present and correctly fastened	☐	☐	☐	
35	RF/ BNC/ other Center pin present and in good condition	☐	☐	☐	
36	Handle in good condition	☐	☐	☐	
37	Side trims in good condition	☐	☐	☐	
38	Scratches, stains, dust & dirt mitigated[2]	☐	☐	☐	

REAR-PANEL CHECK		Pass	Reject	N/A	Remarks
39	Silk screen lettering in good condition	☐	☐	☐	
40	Power line switch, keys and knobs in good condition	☐	☐	☐	
41	Feet / foot stand & assembly in good condition; balances correctly	☐	☐	☐	
42	Fuse condition and correct fuse value	☐	☐	☐	
43	Ground connector/ LED/ LAN port/ USB port/ other connector in good condition	☐	☐	☐	
44	Jumper cable in good condition	☐	☐	☐	
45	RF/ BNC/ GPIB/ other screws present and correctly fastened	☐	☐	☐	
46	RF/ BNC/ other Center pin present and in good condition	☐	☐	☐	
47	Handle properly assembled	☐	☐	☐	
48	Pouch Bag provided	☐	☐	☐	
49	Scratches, stains, dust & dirt mitigated[2]	☐	☐	☐	

LEFT SIDE PANEL CHECK		Pass	Reject	N/A	Remarks
50	Feet / foot stand & assembly in good condition; balances correctly	☐	☐	☐	
51	Ground connector/ LED/ LAN port/ USB port/ other connector in good condition	☐	☐	☐	
52	RF/ BNC/ GPIB/ other screws present and correctly fastened	☐	☐	☐	
53	RF/ BNC/ other Center pin present and in good condition	☐	☐	☐	
54	Handle properly assembled	☐	☐	☐	
55	Side trims in good condition	☐	☐	☐	
56	Scratches, stains, dust & dirt mitigated[2]	☐	☐	☐	

TOP PANEL CHECK		Pass	Reject	N/A	Remarks
57	Feet / foot stand & assembly in good condition; balances correctly	☐	☐	☐	
58	Ground connector/ LED/ LAN port/ USB port/ other connector in good condition	☐	☐	☐	
59	RF/ BNC/ GPIB/ other screws present and correctly fastened	☐	☐	☐	
60	RF/ BNC/ other Center pin present and in good condition	☐	☐	☐	
61	Handle/ top cover properly assembled	☐	☐	☐	
62	Pouch Bag provided	☐	☐	☐	
63	Scratches, stains, dust & dirt mitigated[2]	☐	☐	☐	

BOTTOM CHECK		Pass	Reject	N/A	Remarks
64	Feet / foot stand & assembly in good condition; balances correctly	☐	☐	☐	
65	All screws present and correctly fastened	☐	☐	☐	
66	Key lock in secured position	☐	☐	☐	
67	Bottom cover is correctly assembled and secured	☐	☐	☐	
68	Moving part inside unit	☐	☐	☐	
69	Scratches, stains, dust & dirt mitigated[2]	☐	☐	☐	

ELECTRICAL CHECK		Pass	Reject	N/A	Remarks
70	Unit turn ON properly	☐	☐	☐	
71	No error message displayed	☐	☐	☐	
72	Default Mode Inspection	☐	☐	☐	
73	Instrument noise (e.g., fan noise) is to specification	☐	☐	☐	

DISPLAY CONDITION		Pass	Reject	N/A	Remarks
74	Display/ LED / lights in good condition	☐	☐	☐	
75	Pixel integrity[3]	☐	☐	☐	
76	Scratches, stains, dust & dirt mitigated[2]	☐	☐	☐	

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INFORMATION CHECK	Pass	Reject	N/A	Remarks
77 Verify that instrument model and serial number match with COC and PTD	☐	☐	☐	
78 Verify that instrument option installed	☐	☐	☐	
79 Verify option from bluebook/ firmware masterlist link/ instruction link	☐	☐	☐	
80 Firmware / software revision level is latest[1]	☐	☐	☐	
81 Self-Test status passed	☐	☐	☐	
82 Hardware Statistical Information	☐	☐	☐	
83 Verify if user data file has deleted	☐	☐	☐	

FUNCTIONAL TEST	Pass	Reject	N/A	Remarks
84 Display Test (scratches, stains, dust, pixel[3] burn in good condition)	☐	☐	☐	
85 Keypad Test/ Knob Test	☐	☐	☐	
86 Front panel LED Test/ PORT LED Test	☐	☐	☐	
87 Touch Screen Test	☐	☐	☐	
88 Self-Test status passed	☐	☐	☐	
89 Probe Test status passed	☐	☐	☐	
90 Verify mouse device is functioning after USB port connected	☐	☐	☐	
91 Mouse and keyboard functionality test using PS2 interface connector	☐	☐	☐	
92 Verify that time zone and date are set to local time zone	☐	☐	☐	

WINDOWS APPLICATION CHECK	Pass	Reject	N/A	Remarks
93 All drivers are present	☐	☐	☐	
94 Desktop setting is default	☐	☐	☐	
95 Sealing/ internal recovery is done correctly	☐	☐	☐	

PROTECTION CHECK	Pass	Reject	N/A	Remarks
96 RF/ BNC & other connector protection caps present and in good condition	☐	☐	☐	
97 Unit covers front panel /rear panel present and in good condition	☐	☐	☐	

ACCESSORIES	Pass	Reject	N/A	Remarks
98 Verify BCL Tool for correct part number and quantity	☐	☐	☐	
99 Verify accesories/ scanned ATO list vs scanned ATO Item	☐	☐	☐	
100 Accessories are in good condition and properly packaged	☐	☐	☐	

PARENT-CHILD CHECK	Pass	Reject	N/A	Remarks
101 Verify parent-child information	☐	☐	☐	

[1] Per the Keysight Premium Used Refurbishment Operating Procedure
[2] Per the Keysight Premium Used Cosmetic Inspection Standard
[3] One stuck on or one stuck off pixel is acceptable

Learn more about the Keysight Premium Used quality standards
www.keysight.com/find/used

KEYSIGHT
TECHNOLOGIES

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