

# INSTRUCTION STEPS

- 1. Make sure you make communications with your supervisor before to start of any task New installation/Service**
- 2. Make sure you get payments proof or any information from your leader. or authorization from your leader.**
- 3. Make sure you make prior communications with customer immediately, to let him/her know your availability and your mobile no for further communication.**
- 4. Before The installation/service start make sure that you take 3 types of photos from vehicles (Front photo,**

**Side photo and Back photo).**

**5. Make sure you get correct mobile no for bus owner and person in charge.**

**6. Make vehicle inspection before and after installation with collaboration with bus owner/person in charge to ensure all vehicle accessories are working well and all not working note down.**

**7. Find and select secure place to install GPS device and that place make sure no other electronics device installed and no possibility of water or oil spilling.**

**8. Take photo of GPS device to show (Device Serial & imei number, open**

**inside also the device imei number hardcoded in the circuit)**

**9. Make sure the simcard is connected properly in the device**

**10. Make sure the internal battery is connected in the device properly.**

**11. Then Start device installation to the vehicle and installation location should approved by Supervisor.**

**12. After correct installation make sure the installed device transmitted current data to our internal platform([tracking.ictpack.net](http://tracking.ictpack.net)) or approved by your supervisor device transmitted data is okay**

**13. Conduct Vehicle test to ensure the device start alarm at the required**

**speed threshold start or above  
(80Km/h)**

**14.Ensure Jobcard is filled with  
correct customer information, to  
avoid errors use CAPS Type.**

**15.Ensure Contract Signing for new  
installation and share photo of last  
signed page together with your  
installation photos.**

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