

Official resource

# Rack Labeling and Patch Audit Checklist

SLUG	rack-labeling-and-patch-audit-checklist
SUMMARY	Printable audit checklist for yacht network racks, patch panels, labels, cable colour rules, temporary links, before-and-after photos, and patch-change closeout.
RESOURCE TYPE	Checklist
RESOURCE AREA	Connectivity, IT & cyber
INTENDED AUDIENCE	ETOs, AV/IT crew, IT providers, integrators, captains, yacht managers
ESTIMATED USE MINUTES	25
DOCUMENT LABEL	Download PDF
PDF	rack-labeling-and-patch-audit-checklist-v1-0.pdf
VERSION	1.0
PUBLICATION STATUS	Published resource archive
IMPORTANT NOTE	This resource is practical operational guidance. It does not replace the vessel SMS, flag or class requirements, structured-cabling standards, manufacturer manuals, competent network/security advice, or the authority of the Captain and responsible technical officers onboard.

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## Rack identity

- Rack or cabinet ID recorded.
- Physical location recorded.
- Responsible onboard owner recorded.
- Responsible vendor or integrator recorded where applicable.
- Rack power source and UPS status recorded.
- Cooling or ventilation condition checked.
- Fire, water, vibration or access concerns noted.

**Label and port map check**

- Patch panel IDs visible.
- Patch panel port numbers readable.
- Switch names and port descriptions checked.
- Cable labels match the port map.
- Device names and locations are current.
- VLAN or service zone recorded where useful.
- Fibre panel and strand labels checked where fitted.
- Abandoned or unknown cables tagged for review.

**Patch discipline**

- No unexplained patch leads found.
- Temporary patch leads have owner, reason and removal date.
- Spare switch ports reviewed against access policy.
- Uplink, trunk, mirror, management and access ports identified.
- PoE loads reviewed for powered devices.
- Colour scheme followed where the yacht uses one.
- No unsupported unmanaged switch added without approval.

**Change evidence**

- Before photos captured before rack work.
- After photos captured after rack work.
- Change reason recorded.
- Old and new port positions recorded.
- Person making the change recorded.
- Test result recorded.
- Rollback note recorded if applicable.
- Network map, IP plan or port map updated.

**Risk closeout**

- Guest, owner, AV, CCTV, SatCom, bridge-adjacent and engineering links checked for unintended bridging.
- Vendor or remote-support devices documented.
- Unknown live links investigated.
- Unused ports disabled where policy requires.
- Follow-up corrective actions assigned.
- Captain or management summary provided after major refit or outage-related changes.