OPERATE. UNDERSTAND. VERIFY.

Commissioning and acceptance

Uptime Control 02.15.1

Detailed procedures, clear responsibilities and traceable checks.

Edition 6 November 2026
Linux x86_64 + Docker | Browser application

No real customer data in illustrations. Usage rights follow the separate agreement.

Contents

01 Identification and scope 3

02 Technical acceptance 3

03 Business acceptance 4

04 Operations and recovery 4

05 Decision and signatures 5

06 Record template 6

01 Identification and scope

The customer must complete this form. Do not enter passwords/keys. Blank fields do not constitute approval.

Kunde / Customer: _____

Verantwortlich / Owner: _____

Server / IP: _____

Anwendungs-URL / Application URL: _____

Anmelde-URL / Identity URL: _____

Version / Package revision: _____

Installationsarchiv SHA256: _____

Datum / Date: _____

02 Technical acceptance

For each item record result, reviewer/date and evidence.

[ ] Linux/Docker version and architecture

Result/evidence: _____

[ ] Valid TLS; both DNS names/ports

Result/evidence: _____

[ ] Database externally blocked

Result/evidence: _____

[ ] Fresh installation without unrelated data

Result/evidence: _____

[ ] Personal login and OTP

Result/evidence: _____

[ ] User provisioning and scope permissions

Result/evidence: _____

[ ] Unauthorised changes denied

Result/evidence: _____

[ ] Demo off; optional modules initially locked

Result/evidence: _____

[ ] Host reboot and service recovery

Result/evidence: _____

03 Business acceptance

For each item record result, reviewer/date and evidence.

[ ] Master data and timezones

Result/evidence: _____

[ ] Contract rules and time basis

Result/evidence: _____

[ ] Approved file: preview/import

Result/evidence: _____

[ ] Repeated import/duplicates

Result/evidence: _____

[ ] Authorised correction with audit

Result/evidence: _____

[ ] Independent reference calculation

Result/evidence: _____

[ ] PDF/CSV: period/language/values

Result/evidence: _____

[ ] Official report and subsequent version

Result/evidence: _____

[ ] Training and manuals received

Result/evidence: _____

04 Operations and recovery

For each item record result, reviewer/date and evidence.

[ ] Owner and deputy

Result/evidence: _____

[ ] Both databases/keys backed up

Result/evidence: _____

[ ] Encrypted off-host copy

Result/evidence: _____

[ ] Restore to empty target

Result/evidence: _____

[ ] Existing account/OTP after restore

Result/evidence: _____

[ ] Data comparison after recovery

Result/evidence: _____

[ ] RPO / acceptable data loss

Result/evidence: _____

[ ] RTO / recovery-time objective

Result/evidence: _____

[ ] Retention/monitoring/alert recipients

Result/evidence: _____

[ ] Certificate and update ownership

Result/evidence: _____

05 Decision and signatures

Open items / accepted limitations, owners and deadlines:

_____

_____

_____

Acceptance: [ ] approved [ ] with conditions [ ] not approved

Production from: _____ Responsible: _____

Source separately agreed/delivered: [ ] yes [ ] no

Credentials received separately and securely: [ ] yes [ ] open

Contract and delivery/payment conditions checked: [ ] yes [ ] open

Customer / role / date / signature:

_____

Delivering person / date / signature:

_____

Only actual responsible persons sign. This form does not expand the agreed scope or establish certification.

06 Record template

For each check record: test ID | date | tester | expected result | actual result | evidence | passed/open | action and owner.

A01 Package and image checksums match.

A02 DNS, TLS and login work without browser exceptions.

A03 Personal users, MFA and all six roles work within assigned scopes.

A04 Synthetic import and permitted correction use duration from start/end.

A05 Rule-based and measured analysis paths are checked against expected results.

A06 PDF/CSV, period closure and archived subsequent version.

A07 Complete backup and restore into an empty target.

A08 Optional modules are locked or activated according to ordered scope.

A09 Responsibilities, backup schedule, retention and support path recorded.

Acceptance decision: _____ Date: _____

Operator: _____ Supplier: _____

Outstanding items and agreed deadlines: _____

Access after installation

Your administrator activates Uptime Control once for the server. All users then sign in with their individual accounts. One purchase code covers the installation.



If Uptime Control aktivieren appears, contact your local administrator. Activation requires the purchase code issued for this installation. Creating another user account will not activate the server.

See 00_Installation/Aktivierung_EN.pdf for illustrated instructions. After activation follow the workflows and permissions in your role manual.