

# GPS Installation Audit Checklist for Managers

## Technician Training & Tools

- ☐ Are all technicians properly trained on GPS installation procedures and product features?
- ☐ Are technicians using the correct tools (e.g., voltmeter, panel remover, crimpers, etc.)?
- ☐ Do technicians have access to updated installation guides and videos?
- ☐ Do we provide accurate, vehicle-specific wiring diagrams/support?

## Installation Execution

- ☐ Are wire-to-wire connections used (not T-taps or Scotchlocks)?
- ☐ Is the ground connected to the chassis and power to a non-accessory source?
- ☐ Is the ignition wire connected properly (if required)?
- ☐ Is the device mounted securely and hidden (with proper orientation for sensors)?
- ☐ Are installers following the recommended install location for signal quality?

## Post-Install Validation

- ☐ Was the GPS device tested for communication and accuracy immediately after install?
- ☐ Was the starter disable (if applicable) and tow alert feature tested?
- ☐ Are alerts configured and monitored for tampering/disconnection?
- ☐ Who is responsible for monitoring disconnected or non-reporting devices?

## Data Accuracy & System Updates

- ☐ Is vehicle info (VIN, stock number, color, etc.) entered correctly at the time of install?
- ☐ Are installers using a VIN scanner or app integration to ensure accuracy?
- ☐ Are completed installs promptly reflected in your management dashboard or CRM?

## Operational Oversight

- ☐ Are you tracking average install time per technician?

- [ ] Are installation quality reviews performed at least quarterly?
- [ ] Are technicians graded and provided with feedback or retraining if needed?
- [ ] Are refurbishing procedures in place for units from wholesale, auction, or returns?
- [ ] Are GPS devices being properly terminated for closed accounts (payoff, repo, total loss)?

**Notes / Action Items:**

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