Shutdown/Startup Procedure Instructions

Preface

The SNIA Technology Center hosts compute and storage equipment from vendors to support various SNIA programs. During the course of operation, instances arise that require the equipment to be shut down and started up within both a planned outage scenario (scheduled upgrade/maintenance) and an unplanned outage scenario (power/HVAC/equipment failure).

When such events occur, two options are available; 1) notify vendors so they can send field personnel on site to shutdown and power up their respective equipment; or 2) provide procedures that allow SNIA personnel to gracefully power down equipment and power it back up when needed.

In the case of the unplanned event, we prefer implementing option #2, which eliminates vendors from having to rush field personnel to the facility and allows SNIA personnel to react quickly to protect the equipment.

To this end, we will be collecting these procedures from each vendor so that we may quickly reference them when powering down/starting up the equipment.

Procedure Form

When you have completed this form please e-mail it to techsupport@snia.org. You may also submit any questions you may have about the form to the same e-mail address.

 The procedure should enumerate the quickest/simplest process for powering down the equipment without damaging the equipment or the configuration.

Please be specific and thorough in the description of these procedures including sequence of events, to ensure they are followed correctly. Also, provide any administrative credentials required to perform the procedures. These credentials will only be available to SNIA personnel.

If there are no special procedures needed to power down/start up your equipment other than removing power, please state this in the procedure (e.g. the equipment can be shut down by simply removing power).

Shutdown/Startup Procedure Instructions

Date:	
Location:	*For SNIA Use*
Position	*For SNIA Use*
Owner:	

Contact Name:	
Contact Phone:	
Contact Email:	

Shut Down Procedure:

Power Up Procedure: