	N/A	Yes	No
30) Do you have problems with dust, humidity or static electricity?			
31) Will the systems be well documented?			
32) Can the equipment be expanded if needs increase?			
33) Can local suppliers provide parts & supplies?			
34) Can you evaluate the system after it has been installed?			

PART II

Employee Needs	N/A	Yes	No
35) Have all the people affected by the system had a chance to contribute to it?			
36) Have their concerns been identified and discussed with them?			
37) Has the impact on their jobs been discussed with them; job levels, job functions, employment security?			
38) Have new job descriptions been written and discussed?			
39) Is there a suitable number of people capable of performing backup operations to cover holidays, sickness, rotationality and pregnant employees wishing temporary re-assignment?			
40) Have all the training needs been identified and met?			
41) Can local suppliers provide training?			
42) Can you provide training in all the languages required?			
43) Have operating standards been established for the system such as turn around time on documents, error rates, etc.?			