

UTIA PCI Point-of-Sale (POS) Device Inspection Checklist

Please insert dates as you do each inspection and initial box for each item checked. Do a daily inspection if POS device is used daily. If device is not used regularly, make sure you turn the device on periodically to check for updates and do a thorough inspection prior to use. Keep POS device in a secure location when not being used. Keep this checklist where you can find it in the event of an assessment or audit, adding additional pages as needed.

Merchant Name:	Merchant ID:
Device & Serial Number being inspected:	Contact Name:

Inspection List	(date)	(date)	(date)	(date)	(date)	(date)	(date)	(date)	(date)
Is the POS device in its designated location?									
Do the make, model, and serial number match the inventory log?									
Are there any unexpected scratches or marks on the device, particularly around the device's seams or window display?									
Is the color and condition of the device's case as expected?									
Are the manufacturer's security seals and labels present with no signs of tampering?									
Are there any unexpected stickers on the device?									

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Are there loosened or missing screws?									
Are the manufacturer's security markings and reference numbers as expected?									
Is there any sign of a skimmer or keylogger attached to the device?									
Do the device's ports look as expected, with no broken or damaged ports?									
Do the cables attached to the device look as expected, with no damage to the external cables?									
Do the cable connections look as expected, with no loose wires or broken connectors?									
Is the number of connections entering the POS device as expected?									
Is there any sign of hidden cameras in the area of the POS device? (Check ceilings, walls, signs, brochure containers, personal items, etc.)									