# INSTRUMENT LOG

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **LABEL CONDITION CODE AND NO.** | **DATE** | **INSTRUMENT NAME OR NUMBER** | **CONDITION AND/OR CORRECTION FACTOR** | **AUTHORIZED BY (SIGNATURE)** | **ATTACHED BY (INITIALS)** | **WORK NECESSARY TO CLEAR** | **DATE CLEARED** | **CLEARANCE AUTHORIZED BY (SIGNATURE)** | **REMOVED BY (INITIAL)** |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** |
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**LABEL CONDITION CODE: OOC - OUT OF COMMISSION**

**CAL - OUT OF CALIBRATION**

**Figure 9**

(FOR ILLUSTRATION ONLY - USE FORM NAVSEA 9890/10)

# Instrument Log Overview

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| **BLOCK NO.** | **BLOCK TITLE** | **OVERVIEW** |
| 1 | LABEL CONDITION CODE AND NO. | Each label is assigned an Instrument Log serial number in sequence by the label preparer. Use the next sequential number in the Instrument Log for assigning label numbers. The label condition code is OOC for out of commission and CAL for out of calibration. |
| 2 | DATE | Date that the label is prepared. |
| 3 | INSTRUMENT NAME OR NUMBER | The nomenclature used for this entry must normally be identical to the actual component label plate descriptions. Check technical manuals and label plates. Avoid the use of jargon. |
| 4 | CONDITION AND/OR CORRECTION FACTOR | The condition for the label shall be sufficiently detailed to give watchstanders reviewing the Instrument Log a clear understanding of the label’s purpose. When an instrument's error is small and consistent, the correction factor shall be listed for continued instrument use.  Corresponds with block 5 on CAL labels. |
| 5 | AUTHORIZED BY (SIGNATURE) | Signed by the Authorizing Officer when satisfied with adequacy, completeness, and accuracy of the Instrument Log and label. Signs block 2 of the label at the same time. (Also signed by a RA Representative when associated with RA work on reactor plant systems and reactor plant support systems). |
| 6 | ATTACHED BY (INITIALS) | Initialed by person affixing label. The label shall be affixed so operators can easily determine the status of the instrument's operability or accuracy. At this time, block 4 of the label is signed. |
| 7 | WORK NECESSARY TO CLEAR | This information should be extracted from referenced documents or from personnel requesting the work. It must be a clear statement of what needs to be accomplished before the label can be cleared. |
| 8 | DATE CLEARED | Enter date as each label is removed. |
| 9 | CLEARANCE AUTHORIZED BY (SIGNATURE) | Signed by the Authorizing Officer (and RA Representative when associated with RA work on reactor plant systems and reactor plant support systems) when appropriate corrective action has been completed. |
| 10 | REMOVED BY (INITIALS) | Initialed by person who removes and destroys the label. |