Organisation name Site or unit		FORM Out-of-Use Tag Record	
Document ID	EQP-FRM-001	**Version**	1.0
Status	Blank form, to adapt	**Issue date**	
Review date		**Replaces**	
Owner		**Approved by**	
Signature			

Form · EQP-FRM-001 · Version 1.1 · Approved by the ASF Expert Committee

Supports: **2B.4**

1. Purpose

Records the attachment and release of an out-of-use tag on a faulty device.

2. How to complete

- Attach the tag to the device at once when a fault is found.
- Complete the fault details.
- Only the engineer completes the release section.

3. Checks

Check	Entry
Device identified by ID and location	Yes [EC]
Fault described	Yes [EC]
Tag attached at once	Yes [EC]
Engineer repaired and tested	Yes or N/A [EC]
Release recorded by engineer	Yes or N/A [EC]

4. Evidence

Reference	Note
E-009	ASF Expert Committee consensus.

5. Change history

Version	Date	What changed	Approval
1.0	the date of approval	First version	Approved by the ASF Expert Committee
1.1	the date of approval	Internal quality review: corrected cross-references, status wording and document control	Approved by the ASF Expert Committee

6. References

- Accréditation Sans Frontières (2026). ASF Expert Committee consensus on Standard 1. (E-009)

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