Staff Gauge

- Record the condition of the staff gauge in the MRC field inspection log sheet.
- Carefully observe the water level on the staff gauge.
- Record the observed water level in the MRC field inspection log sheet.
- If the staff gauge is damaged or difficult to read immediately contact the MRC field office to report the problem.

Rain Gauge

- Record the condition of the rain gauge in the MRC field inspection log sheet.
- On every visit, clean any objects such as leaves from the rain gauge collection bucket.
- Once per month the following must be cleaned:

- Catch Filter
- Syphon
- Interior of bucket
- Top surface of adjusting screws
- Enclosure locking screws
- All insect screens

Do not twist the Filter or Syphon. Refer to the manual for detailed instructions to dismantle the rain gauge.

Instrumentation

- Record the general condition of all equipment and the gauging station.
- A visual inspection of all instruments must be completed.
- Make note of the water level from the staff gauge.

- Press the jog shuttle button of the OTT DuoSens data logger.

The version number will be displayed.
The meaning of the symbols on the display is as follows

$\rightarrow$ Continue

$\hookleftarrow$ Enter

$\Kcancel$ Cancel / exit / back

- Press the jog shuttle (Observer). The LCD display shows the station name, station number, time and after 2 seconds the supply voltage.
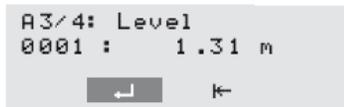

- Record the voltage in the MRC inspection sheet.
- Press the jog shuttle $\rightarrow$.

- Wait 60 seconds for the reading to refresh.
- Record the displayed water level in the inspection sheet.

On a weekly basis adjust the displayed water level to the observed staff gauge level.	**Visual Inspection**
	Check for the following conditions and report any errors

On a weekly basis adjust the displayed water level to the observed staff gauge level.

- Rotate the jog shuttle to ↵.
- Press the jog shuttle ↵. The number to be changed is highlighted.
- Rotate the jog shuttle until the required number appears.
- Press the jog shuttle to jump to the next number to be changed.
- To confirm the value change, press the jog shuttle.

```
A3/4: Level
0001 :    1.31 m

        ↵        ⊢
```
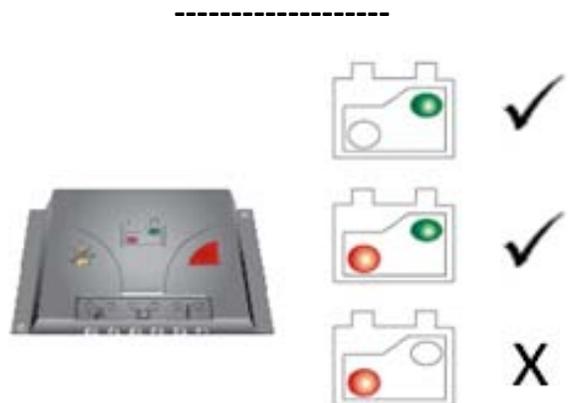
- Verify the new value is the same as the observed staff gauge level.
- Record the adjusted difference in the inspection log

Use the continue option → of the jog shuttle to access the value for Air Temperature

- Record the Air Temperature value in the inspection sheet.
- Use the exit option ⊢ of the jog shuttle to exit the display.

Visual Inspection

Check for the following conditions and report any errors

Flashing LED ✓