

MAINTENANCE, OPERATING SYSTEM & SECURITY SOFTWARE CHANGE LOG

Date	System Device Description	Component ID Number	Description of Actions	Person (Company if applicable)	PCL	Escort

Note: All entries must include date, description of action, and person taking action. Company of person performing action is only required if they are not an employee. Escort is only listed when the performing person does not have the requisite clearances and/or Need-to-Know. Personnel Security Clearance (PCL) must be included for entries involving changes to hardware or software. Hardware changes must include system/device description, ID number, and clear/sanitize actions if applicable.

The Maintenance, Operating System & Security Software Change Log is a template. Industry should modify the template to comply with any additional and/or contractual requirements necessary to secure the system.