- It shall be provided as follows:
 - Tanker of GT ≥ 150 tons --- Parts I and II.
 - Ship, other than tanker, of GT ≥ 400 tons --- Part I.
 - Ship, other than tanker, having spaces for carrying bulk oil cargo of aggregate capacity $\geq 200\text{m}^3$ --- Part II. (Reg. 2.2)
- It shall be in the specified format. (Appendix III)
- Following machinery space operations shall be recorded in Part I of this book:
 - Ballasting or cleaning of fuel tanks.
 - Discharge of dirty ballast or cleaning water from fuel tanks.
 - Collection, transfer and disposal of oil residue (sludge).
 - Automatic or non-automatic disposal of bilge water.
 - Condition of filtering equipment.
 - Accidental or exceptional discharge of oil.
 - Bunkering.
- Following cargo/ballast operations of a tanker shall be recorded in Part II of this book:
 - Loading/unloading of cargo.
 - Internal transfer of cargo during the voyage.
 - COW operation.
 - Ballasting of cargo tanks and CBTs.
 - Cleaning of cargo tanks.
 - Discharge of dirty ballast, clean ballast from cargo tanks and CBTs, except from SBTs.
 - Discharge of water from slop tanks.

- Disposal of residues and oily mixtures.
- Condition of ODMCS.
- Accidental or exceptional discharge of oil with circumstances and reasons.
- Loading/re-allocation of ballast in a tanker engaged in specific trades.
- Ballast water discharge to reception facility.
- All entries shall be made without delay in the official language of the Flag State, and also in English, French or Spanish.
- Officer in charge shall sign each operation, and Master shall sign each completed page.
- If tank washings, dirty ballast, residues or oily mixtures are transferred to a reception facility, then a receipt should be obtained from them detailing the quantity, time and date of transfer. It should be attached with ORB as a proof that such a transfer was carried out. (Appendix III)
- Tanker of DWT \geq 40000 tons delivered on or before 01-06-1982, need not comply with the requirements of SBT/COW/CBT systems if it complies with certain conditions stated in Reg. 2.5. If so, then the appropriate entry in the ORB shall be endorsed by the Port State.
- It shall be readily available for inspection and shall be retained on board for 3 years after the last entry.
- Competent authority of a Party State may obtain a copy of any entry duly certified by the Master, without unduly delaying the ship.
- Flag State should develop an ORB for tanker of GT < 150 tons.