

## Insertion/Retraction Instructions for the RT-Series Holder

Tools required: permanent marker, tape measure, 12" adjustable wrench

1. Determine the insertion length by measuring from the top of pipeline isolation valve to the desired zone within the pipeline and record the length (Coupons generally are a ¼" from the bottom of the line, Atomizers are usually located in the top 1/3 of the line, and Injection Quills should be placed in the middle of the process line with the longer point facing upstream).
2. Loosen the 5/8" locking collet bolt on the holder and extend the rod/shaft by spinning the actuator wheel counterclockwise. (Failure to loosen the collet bolt may result in damage to the unit.) Stop spinning when the extended rod length is equal to the insertion length. Make a mark on the aluminum body of the tool with a permanent marker level with the fluid inlet assembly (for atomizers) or the travel check bolt (for coupon holders).
3. Retract the rod back inside the holder and tighten the 5/8" locking collet bolt to secure the rod inside the holder. NOTE: 35 ft lbs of torque will hold a 3/8" diameter rod in place against 7500 psi process pressure.
4. Connect the holder to the CLOSED process isolation valve and securely tighten the holder to the valve. NOTE: It is advised to use anti-seize on the connection point to eliminate any galling or future seizing.
5. Recheck the locking collet to ensure 5/8" locking collet bolt is tight against rod/shaft. NOTE: 35 ft lbs of torque will hold a 3/8" diameter rod in place against 7500 psi process pressure.
6. Slowly open process isolation valve. NOTE: some leaks may be present around graphoil packing (if applicable).
7. With a firm grip on the actuator wheel, loosen the 5/8" locking collet bolt and turn the hand crank counter clockwise to insert the rod/shaft to the desired depth. Use the permanent mark made in step 2 to properly achieve the correct insertion depth.
8. With a firm grip still on the actuator wheel, tighten the 5/8" locking collet bolt. NOTE: 35 ft lbs of torque will hold a 3/8" diameter rod in place against 7500 psi process pressure.
9. THIS STEP APPLIES ONLY FOR HOLDERS WITH A GRAPHOIL PACKING ALL OTHERS PROCEED TO STEP 10 – Loosen the ¼" packing gland bolt and turn the packing gland assembly clockwise until no leak is present. Tighten the ¼" packing gland bolt.
10. Recheck to ensure 5/8" locking collet bolt is tight against rod/shaft. NOTE: 35 ft lbs of torque will hold a 3/8" diameter rod in place against 7500 psi process pressure.
11. Remove the Actuator wheel to prevent unauthorized use or tampering.

## SHORT CUT METHOD FOR COUPON HOLDERS ONLY

1. Place old corrosion coupon into the coupon chuck at the bottom of the RT-Series coupon holder.
2. Retract the rod back inside the holder and tighten the 5/8" locking collet bolt to secure the rod inside the holder. **NOTE: 35 ft lbs of torque will hold a 3/8" diameter rod in place against 7500 psi process pressure.**
3. Connect the holder to the CLOSED process isolation valve and securely tighten the holder to the valve. **NOTE: It is advised to use anti-seize on the connection point to eliminate any galling or future seizing.**
4. Recheck to ensure 5/8" locking collet bolt is tight against rod/shaft. **NOTE: 35 ft lbs of torque will hold a 3/8" diameter rod in place against 7500 psi process pressure.**
5. Slowly open process isolation valve. **NOTE: some leaks may initially be present around graphoil packing (if present).**
6. With a firm grip on the actuator wheel, loosen the 5/8" locking collet bolt and turn the hand crank counterclockwise to insert the rod until the coupon gently touches the bottom of the pipe.
7. Turn actuator wheel one turn clockwise to move coupon up ¼", and make a mark with a permanent marker on the aluminum body at the travel check bolt. This will give you an accurate insertion depth for all coupons of the same size.
8. Turn the actuator wheel clockwise to raise the rod out of the process stream and lock the 5/8" collet bolt. **NOTE: 35 ft lbs of torque will hold a 3/8" diameter rod in place against 7500 psi process pressure.**
9. Close the isolation check valve.
10. Open the bleeder valve on the holder body to relieve the internal pressure.
11. Remove the RT-Series coupon holder from the isolation valve; remove the dummy coupon and replace it with new coupon.
12. Follow steps 3-5 to reattach the coupon holder to the process line. Turn the actuator wheel counter clockwise and lower the rod until the travel check bolt is level with the mark on the aluminum body.
13. With a firm grip still on the hand crank, tighten the 5/8" locking collet bolt. **NOTE: 35 ft lbs of torque will hold a 3/8" diameter rod in place against 7500 psi process pressure.**
14. THIS STEP APPLIES ONLY FOR HOLDERS WITH A GRAPHOIL PACKING ALL OTHERS PROCEED TO STEP 15 – Loosen the ¼" packing gland bolt and turn the packing gland assembly clockwise until no leak is present. Tighten the ¼" packing gland bolt.
15. Recheck to ensure 5/8" locking collet bolt is tight against rod/shaft. **NOTE: 35 ft lbs of torque will hold a 3/8" diameter rod in place against 7500 psi process pressure.**
16. Remove the Actuator wheel to prevent unauthorized use or tampering.

## Retraction Procedures

Tools required: 12" adjustable wrench

1. Ensure 5/8" locking collet bolt is tight before proceeding. **NOTE: 35 ft lbs of torque will hold a 3/8" diameter rod in place against 7500 psi process pressure.**
2. Place actuator wheel onto top of RT-Series tool and tighten set screw.
3. With a firm grip on the actuator wheel loosen the 5/8" locking collet bolt and spin the actuator wheel clockwise to retract the rod/shaft from the line.
4. Once the rod is fully retracted tighten the 5/8" locking collet bolt.
5. Close the process isolation valve.
6. Open the bleeder valve on the holder body to relieve internal pressure.
7. Remove the RT-Series Holder from the isolation valve.

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# Ready Tool Insertable / Retractable Chemical Atomizer

## Accurate Tool Company

**Available Models:**

- RT-30
- RT-50
- RT-75

**Maximum Operating Pressure:**

- 3000 psi
- 5000 psi
- 7500 psi

**Maximum Operating Temperature:**

450 F. Maximum Temperature

Method of Operation: Integrated Special Tool

Probe Shaft Diameter: Standard 3/8" O.D.  
- Other Sizes Available

Pipeline Connection: 3/4" NPT thru 2" NPT  
- Optional Flanged Connection

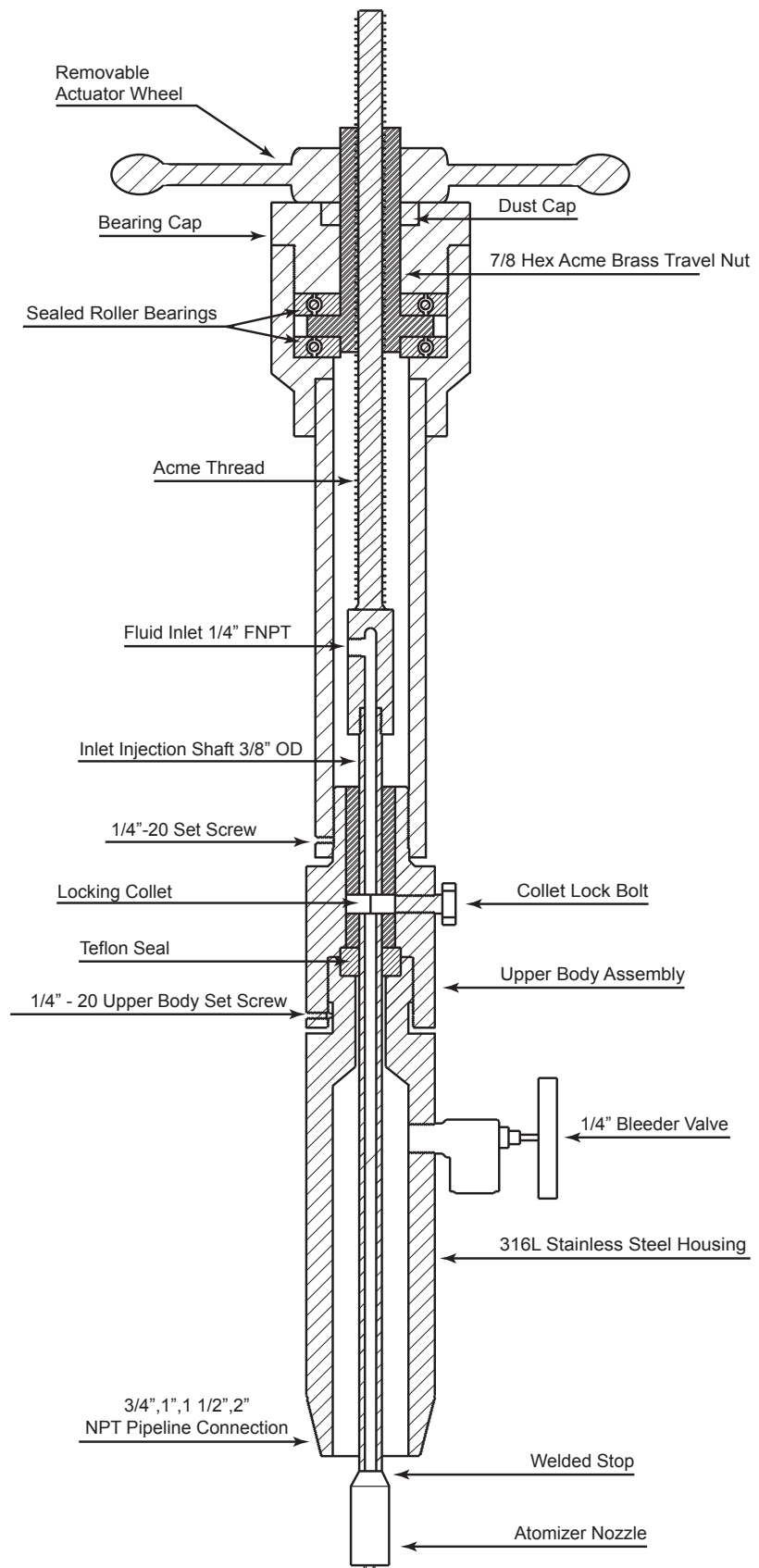
Insertion Lengths: 8", 12" and 18" Insertion

Seal: Teflon Seal  
- Optional Graphoil Seal

Material Construction: 316L S.S.

Fluid Inlet Assembly Required, Please See  
Additional Product Sheet for Specifications

Complies with NACE standard MR-0175/94.  
Suitable for H2S service. Other alloys available  
on request.



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