

## INSTRUCTIONS FOR CREATING SUBFORM: 2.3-P-Semi-Annual

**Follow these steps to create the form fields:**

### **STEP 1: Create an Info Text field**

**Content:** GSH

### **STEP 2: Create a Single Select field**

**Task Assignment:** GSH

**Description:** 2.3-SA-P-1: Inspect pumps and associated electrical components. Clean, and verify proper operation.

**Options:** Yes, No

### **STEP 3: Create an Info Text field**

**Content:** TORFI/GSH

### **STEP 4: Create a Single Select field**

**Task Assignment:** TORFI/GSH

**Description:** 2.3-SA-P-2: Check control system and devices for evidence of improper operation. Clean, lubricate, adjust.

**Options:** Yes, No