

INSTRUCTIONS FOR CREATING SUBFORM: 7.3-OFFICE ROOM-Bi-Annual

Follow these steps to create the form fields:

STEP 1: Create a Single Select field

Description: 7.3-BA-OFFICE ROOM-1: INSPECT ALL STRUCTURAL COMPONENTS (FLOORS, WALLS, CEILINGS) OF ASSET AS PER INSPECTION TASK NOTES IN ATTACHMENT 4.

Options: Yes, No