

## INSTRUCTIONS FOR CREATING SUBFORM: 2.16-SPP-Semi-Annual

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

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

**Content:** TORFI/GSH/UFCO

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

**Description:** 2.16-SA-SPP-3: Check control system and devices for evidence of improper operation. Clean, lubricate, adjust.

**Options:** Yes, No

### **STEP 3: Create a Single Select field**

**Description:** 2.16-SA-SPP-13: Simulate an alarm condition in the system, which normally notifies personnel via email or text message, to confirm proper operation Restore as required.

**Options:** Yes, No