

INSTRUCTIONS FOR CREATING SUBFORM: 2.3-WDS-Quarterly

Follow these steps to create the form fields:

STEP 1: Create an Info Text field

Content: CHEMAQUA

STEP 2: Create a Single Select field

Task Assignment: CHEMAQUA

Description: 2.3-Q-WDS-2: Check chemical injector device. Verify water treatment target levels are being maintained.

Options: Yes, No

STEP 3: Create an Info Text field

Content: GSH

STEP 4: Create a Single Select field

Task Assignment: GSH

Description: 2.3-Q-WDS-3: Check make-up water system for pressure and operation. Clean and adjust as needed.

Options: Yes, No

STEP 5: Create a Single Select field

Task Assignment: GSH

Description: 2.3-Q-WDS-4: Vent air from system high points. Check for proper fluid flow, and check piping for leaks. When leaking, or when outside of recommended flow range, find and record the location of identified leaks.

Options: Yes, No