# INSTRUCTIONS FOR CREATING SUBFORM: 2.12-PCP-Annual

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

#### STEP 1: Create a Single Select field

**Description:** 2.12-A-PCP-2: Verify pump activation and level device response to control output. Record response. Schedule any repairs as necessaary.

Options: Yes, No

## STEP 2: Create a Single Select field

**Description:** 2.12-A-PCP-7: Check control box for dirt, debris, and/or loose

terminations. Clean and tighten electrical connections as needed.

Options: Yes, No

## STEP 3: Create a Single Select field

Description: 2.12-A-PCP-8: Check to see that softwate and backup of digital

control program is current. Update when it is not current.

Options: Yes, No

### STEP 4: Create a Single Select field

Description: 2.12-A-PCP-9: Check battery backup and verify proper

operation. Clean and maintain batteries as needed.

Options: Yes, No