# INSTRUCTIONS FOR CREATING SUBFORM: 2.16-RIP-Semi-Annual-TORFI

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

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

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

Options: Yes, No

## STEP 2: Create a Single Select field

**Description:** 2.16-SA-RIP-4: Check time-of-day schedule to confirm consistency with facility operation. Adjust schedule as needed.

Options: Yes, No

### STEP 3: Create a Single Select field

**Description:** 2.16-SA-RIP-5: Check set points, trended points, and time schedules. Note and respond as required.

Options: Yes, No