

## INSTRUCTIONS FOR CREATING SUBFORM: 4.6-ATC-Semi-Annual

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

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

**Content:** TORFI/GSH

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

**Task Assignment:** TORFI/GSH

**Description:** 4.6-SA-ATC-4: Check control system and devices for evidence of improper operation. Clean, lubricate, adjust.

**Options:** Yes, No

### **STEP 3: Create an Info Text field**

**Content:** TORFI

### **STEP 4: Create a Single Select field**

**Task Assignment:** TORFI

**Description:** 4.6-SA-ATC-5: Check set points, trended points, and time schedules as a basis for field inspection of mechanical equipment. Note and respond as required.

**Options:** Yes, No