INSTRUCTIONS FOR CREATING SUBFORM: 2.16-TEC-Semi-Annual

Follow these steps to create the form fields:

STEP 1: Create a Single Select field

Contractor: TORFI

Description: 2.16-SA-TEC-3: Check control system and devices for

evidence of improper operation. Clean, lubricate, adjust.

Options: Yes, No

STEP 2: Create a Single Select field

Contractor: TORFI

Description: 2.16-SA-TEC-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

Contractor: TORFI

Description: 2.16-SA-TEC-5: Check set points, trended points, and time

schedules. Note and respond as required.

Options: Yes, No