

INSTRUCTIONS FOR CREATING SUBFORM: 2.8-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

Contractor: TORFI/GSH

Description: 2.8-SA-ATC-5: Simulate an alarm condition in the system, which normally notifies personnel via email or text message, to confirm proper operation Restore as required.

Options: Yes, No

STEP 3: Create a Single Select field

Description: 2.8-SA-ATC-7: Check control system and devices for evidence of improper operation. Clean, lubricate, adjust. *Performed with equipment

Options: Yes, No

STEP 4: Create an Info Text field

Content: TORFI/GSH

STEP 5: Create a Single Select field

Contractor: TORFI/GSH

Description: 2.8-SA-ATC-8: Check time-of-day schedule to confirm consistency with facility operation. Adjust schedule as needed.

Options: Yes, No

STEP 6: Create an Info Text field

Content: TORFI

STEP 7: Create a Single Select field

Contractor: TORFI

Description: 2.8-SA-ATC-9: 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