

## INSTRUCTIONS FOR CREATING SUBFORM: 7.4-R&G.D.PEN-Semi-Annual;

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

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

**Content:** UBM

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

**Description:** 7.4-SA-R&G.D.PEN-1;: Inspect the duct penetration metal flashing, sealant and waterproofing Replace flashing, sealant and waterproofing as required. Prior to fixing sealant, it shall be removed completely and resealed.

**Options:** Yes, No