

# Forms

'Forms' is the general term that includes:

- Risk Assessment (JSA) templates
- Checklists
- Custom Forms.

To create a new Compliance Item, go to **Compliance > Forms**. You can also create a new form for a specific task. Extra items can also be included if required from site.

AroFlo provides the ability to create custom checklists and forms to suit the environment you operate in, allowing you to build a catalogue of document templates that can be easily retrieved and completed from site. There is also a range of [pre-built forms](#) available from within Site Administration. These can be used as a basis for creating your own forms.

Categories are used to organise your document templates and you can easily drag and drop templates from one category (or sub-category) to another.

Type	Current	Closed	Create	Print	Close Required	Signature Required	Contractor Access
Risk Assessment (JSA)	View	View	Create	Print View	N/A	N/A	N/A
Risk Assessment	View	View	Risk Templates	Print View	N/A	N/A	N/A
JSA Checklist	View	View	OH&S Checklists	Print View	N/A	N/A	N/A

  

Category	Type	Current	Closed	Create	Print	Close Required	Signature Required	Contractor Access
OH&S Maintenance	Air Handling Plant Maintenance	View	View	Create	Print View	Yes	No	No
Default	Package/RTM Air Controller	View	View	Create	Print View	Yes	No	No



For instructions on how set up and use custom forms, see [TM 3.3 Compliance Custom Forms](#). Alternatively, if you would like us to set up your custom forms for you, see [Document Creation Requests](#).

View our **OHS & Compliance** product page

Written Tutorial

## Webinars

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