

INSTRUCTIONS FOR CREATING SUBFORM: 5.5-FDC-Quarterly

Follow these steps to create the form fields:

STEP 1: Create an Info Text field

Content: United Fire

STEP 2: Create a Single Select field

Description: 5.5-Q-FDC-1: Fire department connections shall be inspected to verify the following:(1) The fire department connections are visible and accessible.

Options: Yes, No

STEP 3: Create a Single Select field

Description: 5.5-Q-FDC-1A: (2) Couplings or swivels are not damaged and rotatesmoothly.(3) Plugs or caps are in place and undamaged. (4) Gaskets are in place and in good condition. (5) Identification signs are in place.

Options: Yes, No

STEP 4: Create a Single Select field

Description: 5.5-Q-FDC-1B: (6) The check valve is not leaking.(7) The automatic drain valve is in place and operating properly. (8) The fire department connection clapper(s) is in placeand operating properly.(9)*Interior of the connection is inspected for obstructions.

Options: Yes, No