

INSTRUCTIONS FOR CREATING SUBFORM: 8.2-ES-Bi-Weekly

Follow these steps to create the form fields:

STEP 1: Create an Info Text field

Content: SCHINDLER

STEP 2: Create a Single Select field

Description: 8.2-2M-ES-2: WEEKA: Clean inspect controllers fault finders relays fuses switches timers shunts and contacts

Options: Yes, No

STEP 3: Create a Single Select field

Description: 8.2-2M-ES-2A: WEEKB: Clean inspect controllers fault finders relays fuses switches timers shunts and contacts

Options: Yes, No

STEP 4: Create a Single Select field

Description: 8.2-2M-ES-3: WEEKA: Handrail / Handrail Safeties Lubricate and adjust handrail tension

Options: Yes, No

STEP 5: Create a Single Select field

Description: 8.2-2M-ES-3A: WEEKB: Handrail / Handrail Safeties Lubricate and adjust handrail tension

Options: Yes, No

STEP 6: Create a Single Select field

Description: 8.2-2M-ES-4: WEEKA: Inspect handrail drive belts, chains, and rollers for wear, proper tension, and abnormal noise and replace as necessary

Options: Yes, No

STEP 7: Create a Single Select field

Description: 8.2-2M-ES-4A: WEEKB: Inspect handrail drive belts, chains, and rollers for wear, proper tension, and abnormal noise and replace as necessary

Options: Yes, No

STEP 8: Create a Single Select field

Description: 8.2-2M-ES-5: WEEKA: Brake functions shall be checked, repair as required. The brake shall be adjusted to meet all ASME A17.1 requirements and manufacturer's specifications

Options: Yes, No

STEP 9: Create a Single Select field

Description: 8.2-2M-ES-5A: WEEKB: Brake functions shall be checked, repair as required. The brake shall be adjusted to meet all ASME A17.1 requirements and manufacturer's specifications

Options: Yes, No

STEP 10: Create a Single Select field

Description: 8.2-2M-ES-6: WEEKA: Comb Plate ! Comb Plate Teeth Remove any debris. Clean comb plate and comb plate teeth thoroughly

Options: Yes, No

STEP 11: Create a Single Select field

Description: 8.2-2M-ES-6A: WEEKB: Comb Plate ! Comb Plate Teeth Remove any debris. Clean comb plate and comb plate teeth thoroughly

Options: Yes, No

STEP 12: Create a Single Select field

Description: 8.2-2M-ES-7: WEEKA: Inspect all Steps ! Treads Remove any debris. Clean steps/treads thoroughly

Options: Yes, No

STEP 13: Create a Single Select field

Description: 8.2-2M-ES-7A: WEEKB: Inspect all Steps ! Treads Remove any debris. Clean steps/treads thoroughly

Options: Yes, No

STEP 14: Create a Single Select field

Description: 8.2-2M-ES-8: WEEKA: Decking and Ballistrades Treat the exposed surface of the skirt panels adjacent to the steps with a friction-reducing spray material such as Certified Laboratories "ACCEL"; or approved equal.

Options: Yes, No

STEP 15: Create a Single Select field

Description: 8.2-2M-ES-8A: WEEKB: Decking and Ballistrades Treat the exposed surface of the skirt panels adjacent to the steps with a friction-reducing spray material such as Certified Laboratories "ACCEL"; or approved equal.

Options: Yes, No

STEP 16: Create a Single Select field

Description: 8.2-2M-ES-9: WEEKA: Check the start key switches to ensure proper operation. Stop switches, and audible alarms shall be operational

Options: Yes, No

STEP 17: Create a Single Select field

Description: 8.2-2M-ES-9A: WEEKB: Check the start key switches to ensure proper operation. Stop switches, and audible alarms shall be operational

Options: Yes, No

STEP 18: Create a Single Select field

Description: 8.2-2M-ES-10: WEEKA: Check demarcation lights, comb lights, newel light, handrail lightsand landing lights Relamp as necessary

Options: Yes, No

STEP 19: Create a Single Select field

Description: 8.2-2M-ES-10A: WEEKB: Check demarcation lights, comb lights, newel light, handrail lightsand landing lights Relamp as necessary

Options: Yes, No

STEP 20: Create a Single Select field

Description: 8.2-2M-ES-11: WEEKA: Internal Safeties

Options: Yes, No

STEP 21: Create a Single Select field

Description: 8.2-2M-ES-11A: WEEKB: Internal Safeties

Options: Yes, No

STEP 22: Create a Single Select field

Description: 8.2-2M-ES-12: WEEKA: Check tension and operation of broken step chain (carriage) devices,

Options: Yes, No

STEP 23: Create a Single Select field

Description: 8.2-2M-ES-12A: WEEKB: Check tension and operation of broken step chain (carriage) devices,

Options: Yes, No

STEP 24: Create a Single Select field

Description: 8.2-2M-ES-13: WEEKA: Check all bearings, chains, belts, rollers, cables, pulleys, and other moving components to ensure they are in proper operating condition and properly adjusted

Options: Yes, No

STEP 25: Create a Single Select field

Description: 8.2-2M-ES-13A: WEEKB: Check all bearings, chains, belts, rollers, cables, pulleys, and other moving components to ensure they are in proper operating condition and properly adjusted

Options: Yes, No

STEP 26: Create a Single Select field

Description: 8.2-2M-ES-14: WEEKA: Check all ceiling intersection guards, deck barricades, and anti-slide devices. Replace/repair as necessary.

Options: Yes, No

STEP 27: Create a Single Select field

Description: 8.2-2M-ES-14A: WEEKB: Check all ceiling intersection guards, deck barricades, and anti-slide devices. Replace/repair as necessary.

Options: Yes, No

STEP 28: Create a Single Select field

Description: 8.2-2M-ES-26: WEEKA: Inspect step lateral lateral clearance Adjust as necessary

Options: Yes, No

STEP 29: Create a Single Select field

Description: 8.2-2M-ES-26A: WEEKB: Inspect step lateral lateral clearance Adjust as necessary

Options: Yes, No

STEP 30: Create a Single Select field

Description: 8.2-2M-ES-27: WEEKA: Inspect panels or covers such as balustrades, skirts, decks for newels, and ceiling intersection guards Ensure all panels, covers and trim are in place, secured, and free from excessive gaps, pinch points, sharp edges, and/or tripping hazards

Options: Yes, No

STEP 31: Create a Single Select field

Description: 8.2-2M-ES-27A: WEEKB: Inspect panels or covers such as balustrades, skirts, decks for newels, and ceiling intersection guards Ensure all panels, covers and trim are in place, secured, and free from excessive gaps, pinch points, sharp edges, and/or tripping hazards

Options: Yes, No

STEP 32: Create a Single Select field

Description: 8.2-2M-ES-28: WEEKA: Inspect threshold and pit cover plates Adjust as necessary

Options: Yes, No

STEP 33: Create a Single Select field

Description: 8.2-2M-ES-28A: WEEKB: Inspect threshold and pit cover plates Adjust as necessary

Options: Yes, No

STEP 34: Create a Single Select field

Description: 8.2-2M-ES-29: WEEKA: Inspect all safety switches Adjust as necessary

Options: Yes, No

STEP 35: Create a Single Select field

Description: 8.2-2M-ES-29A: WEEKB: Inspect all safety switches Adjust as necessary

Options: Yes, No

STEP 36: Create a Single Select field

Description: 8.2-2M-ES-34: WEEKA: Inspect cleated risers for engagement between the riser cleats and the slots on the adjacent step tread. Adjust as necessary

Options: Yes, No

STEP 37: Create a Single Select field

Description: 8.2-2M-ES-34A: WEEKB: Inspect cleated risers for engagement between the riser cleats and the slots on the adjacent step tread. Adjust as necessary

Options: Yes, No

STEP 38: Create a Single Select field

Description: 8.2-2M-ES-35: WEEKA: Inspect clearance on either side of steps betweenadjacent skirt panels. Clearance shall not be greater than 3/16 inch without step safety side plates. adjust as necessary.

Options: Yes, No

STEP 39: Create a Single Select field

Description: 8.2-2M-ES-35A: WEEKB: Inspect clearance on either side of steps betweenadjacent skirt panels. Clearance shall not be greater than 3/16 inch without step safety side plates. adjust as necessary.

Options: Yes, No

STEP 40: Create a Single Select field

Description: 8.2-2M-ES-37: WEEKA: Check drive motors for any irregularities, proper lubrication Lubricate and adjust as necessary

Options: Yes, No

STEP 41: Create a Single Select field

Description: 8.2-2M-ES-37A: WEEKB: Check drive motors for any irregularities, proper lubrication Lubricate and adjust as necessary

Options: Yes, No

STEP 42: Create a Single Select field

Description: 8.2-2M-ES-38: WEEKA: Inspect Conveying system Maintain entrance & exit safety zones in accordance with ASME A17.1

Options: Yes, No

STEP 43: Create a Single Select field

Description: 8.2-2M-ES-38A: WEEKB: Inspect Conveying system Maintain entrance & exit safety zones in accordance with ASME A17.1

Options: Yes, No