

## INSTRUCTIONS FOR CREATING SUBFORM: 3.3-FOPCP-Annual

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

### **STEP 1: Create a Single Select field**

**Contractor:** UNITY/PENN

**Description:** 3.3-A-FOPCP-7: Check control box for dirt, debris, and/or loose terminations. Clean and tighten electrical connections as needed.

**Options:** Yes, No

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

**Contractor:** UNITY/PENN

**Description:** 3.3-A-FOPCP-8: Check motor contactor for pitting or other signs of damage. Clean and tighten electrical connections as needed.

**Options:** Yes, No

### **STEP 3: Create a Single Select field**

**Contractor:** UNITY/PENN

**Description:** 3.3-A-FOPCP-9: Check battery backup and verify proper operation. Clean and maintain batteries as needed.

**Options:** Yes, No