# **INSTRUCTIONS FOR CREATING SUBFORM:** 2.16-UH-Semi-Annual

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

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

Description: 2.16-SA-UH-3: Check motor starter for proper operation. Correct as needed. Clean housing, and tighten connections as needed. Clean or replace air filter.

Options: Yes, No

## STEP 2: Create a Single Select field

Description: 2.16-SA-UH-7: Check unit heater for dirt and debris. Clean as

needed.

Options: Yes, No

# STEP 3: Create a Single Select field

Description: 2.16-SA-UH-2: Check fan-belt tension, check for belt wear, and check sheaves for evidence of improper alignment or evidence of wear. Correct tension and sheave alignment.

Options: Yes, No

#### STEP 4: Create a Single Select field

Description: 2.16-SA-UH-1: Check control system and devices for evidence of improper operation. Clean, lubricate, adjust.

Options: Yes, No