

## INSTRUCTIONS FOR CREATING SUBFORM: 2.3-HWP-Annual

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

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

**Description:** 2.3-A-HWP-3: Check motor contactor for pitting or other signs of damage. Clean and tighten electrical connections as needed.

**Options:** Yes, No

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

**Description:** 2.3-A-HWP-4: Check pump drive for wear or problems due to poor alignment or poor bearing seating. Lubricate and adjust, and record evidence of wear.

**Options:** Yes, No

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

**Description:** 2.3-A-HWP-5: Check for proper fluid flow. Clean, adjust, and repair as needed to restore proper flow. Clean, adjust, as needed to restore proper flow.

**Options:** Yes, No

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

**Description:** 2.3-A-HWP-6: Assess field-serviceable bearings. Lubricate as necessary.

**Options:** Yes, No

### **STEP 5: Create a Single Select field**

**Description:** 2.3-A-HWP-7: Check insulation, vibration isolators, and flexible connectors for integrity. Clean as needed. Record location of damage.

**Options:** Yes, No