

## INSTRUCTIONS FOR CREATING SUBFORM: 2.3-GMU-Semi-Annual

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

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

**Description:** 2.3-SA-GMU-1: Examine the glycol tank for damage. Record location of damage.

**Options:** Yes, No

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

**Description:** 2.3-SA-GMU-4: Inspect pumps and associated electrical components. Clean, and verify proper operation.

**Options:** Yes, No

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

**Description:** 2.3-SA-GMU-2: Examine the expansion tank diaphragm/bladder for damage. Record location of damage.

**Options:** Yes, No

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

**Description:** 2.3-SA-GMU-5: Check control system and devices for evidence of improper operation. Clean, lubricate, adjust.

**Options:** Yes, No

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

**Description:** 2.3-SA-GMU-3: Check variable-frequency drive or motor starter for proper operation. Correct as needed. Clean housing, and tighten connections as needed. Clean or replace air filter.

**Options:** Yes, No