

## INSTRUCTIONS FOR CREATING SUBFORM: 2.14-SP-Annual

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

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

**Contractor:** GSH

**Description:** 2.14-A-SP-10: Using a Meggar (1000 V Max), check that the resistance between the earth (ground) and phase lead is more than 1 megohms. Conduct a phase-to-phase resistance check. Record resistance value measured and phase- to-phase resistance check.

**Options:** Yes, No

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

**Contractor:** GSH

**Description:** 2.14-A-SP-11: Check lifting handle and lifting device to ensure local safety regulations are followed. Check condition of lifting handle and device. Check screws for the lifting handle.

**Options:** Yes, No

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

**Contractor:** GSH

**Description:** 2.14-A-SP-11A: Record condition and status of lifting handle and devices. Tighten or replace screws as necessary.

**Options:** Yes, No

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

**Contractor:** GSH

**Description:** 2.14-A-SP-12: Inspect the oil plug O-rings, entrance O-rings and junction cover O-rings. Replace O-rings and lubricate new O-rings.

**Options:** Yes, No

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

**Contractor:** GSH

**Description:** 2.14-A-SP-13: Check thermal contacts to ensure normally closed circuit and interval is between 0 and 1 ohm. Record settings and adjust as necessary

**Options:** Yes, No

### **STEP 6: Create a Single Select field**

**Contractor:** GSH

**Description:** 2.14-A-SP-14: Check voltage and amperage running values. Record values and make adjustments as necessary.

**Options:** Yes, No

### **STEP 7: Create a Single Select field**

**Contractor:** GSH

**Description:** 2.14-A-SP-15: Inspect pump support and main bearing. Replace the bearings with new bearings as necessary.

**Options:** Yes, No

### **STEP 8: Create a Single Select field**

**Contractor:** GSH

**Description:** 2.14-A-SP-16: Inspect pump mechanical seal. Replace mechanical seal as necessary. Replace oil if cloudy with debris or water mixed with oil.

**Options:** Yes, No

**STEP 9: Create a Single Select field**

**Contractor:** GSH

**Description:** 2.14-A-SP-2: Check motor contactor for pitting or other signs of damage. Clean and tighten electrical connections as needed.

**Options:** Yes, No

**STEP 10: Create a Single Select field**

**Contractor:** GSH

**Description:** 2.14-A-SP-3: 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 11: Create a Single Select field**

**Contractor:** GSH

**Description:** 2.14-A-SP-4: 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 12: Create a Single Select field**

**Contractor:** GSH

**Description:** 2.14-A-SP-5: Assess field-serviceable bearings. Lubricate as necessary.

**Options:** Yes, No

**STEP 13: Create a Single Select field**

**Contractor:** GSH

**Description:** 2.14-A-SP-6: Check insulation, vibration isolators, and flexible connectors for integrity. Clean as needed. Record location of damage.

**Options:** Yes, No

**STEP 14: Create a Single Select field**

**Contractor:** GSH

**Description:** 2.14-A-SP-7: Check that the cables do not have any sharp bends and are notpinched. Check for damage of outer jacket. Record cable status, location of damage and schedule replacment of cable if damaged.

**Options:** Yes, No

**STEP 15: Create a Single Select field**

**Contractor:** GSH

**Description:** 2.14-A-SP-8: Check power connections and terminal board connections are properly tightened. Record connection status and location of loose connection. Tighten connections as needed.

**Options:** Yes, No

**STEP 16: Create a Single Select field**

**Contractor:** GSH

**Description:** 2.14-A-SP-9: Check the impeller clearance and imperllar rotation direction. Adjust the impeller, if necessary.

**Options:** Yes, No