INSTRUCTIONS FOR CREATING SUBFORM: 2.8-EF-Annual

Follow these steps to create the form fields:

STEP 1: Create an Info Text field

Content: GSH

STEP 2: Create a Single Select field

Contractor: GSH

Description: 2.8-A-EF-10: Check control box for dirt, debris, and/or loose terminations. Clean and tighten electrical connections as needed.

Options: Yes, No

STEP 3: Create a Single Select field

Contractor: GSH

Description: 2.8-A-EF-11: Check motor contactor for pitting or other signs of damage. Clean and tighten electrical connections as needed.

Options: Yes, No

STEP 4: Create a Single Select field

Contractor: GSH

Description: 2.8-A-EF-12: Check integrity of all panels on equipment. Replace fasteners as needed to ensure proper integrity and fit/finish of equipment.

Options: Yes, No

STEP 5: Create a Single Select field

Contractor: GSH

Description: 2.8-A-EF-2: Inspect exposed ductwork and external piping for insulation and vapor barrier integrity. Record location of damage.

Options: Yes, No

STEP 6: Create an Info Text field

Content: TORFI/GSH

STEP 7: Create a Single Select field

Contractor: TORFI/GSH

Description: 2.8-A-EF-3: Check damper for condition, setting, and operation. Adjust and lubricate as necessary.

Options: Yes, No

STEP 8: Create an Info Text field

Content: GSH

STEP 9: Create a Single Select field

Contractor: GSH

Description: 2.8-A-EF-4: Inspect flexible connections. Clean as needed.

Options: Yes, No

STEP 10: Create a Single Select field

Contractor: GSH

Description: 2.8-A-EF-7: Check fan drive for problems due to poor alignment or poor bearing seating. Adjust and lubricate as necessary.

Options: Yes, No

STEP 11: Create a Single Select field

Contractor: GSH

Description: 2.8-A-EF-8: Check fan blades and fan housing. Clean as needed.

Options: Yes, No

STEP 12: Create a Single Select field

Contractor: GSH

Description: 2.8-A-EF-9: Assess field-serviceable bearings. Lubricate as necessary.

Options: Yes, No