

INSTRUCTIONS FOR CREATING SUBFORM: 2.16-ACU-Semi-Annual

Follow these steps to create the form fields:

STEP 1: Create an Info Text field

Content: TORFI/GSH

STEP 2: Create a Single Select field

Contractor: TORFI/GSH

Description: 2.16-SA-ACU-14: Check damper for condition, setting, and operation. Adjust and lubricate as necessary.

Options: Yes, No

STEP 3: Create an Info Text field

Content: GSH

STEP 4: Create a Single Select field

Contractor: GSH

Description: 2.16-SA-ACU-15: Check condition, setting, and operation of damper motors. Adjust and lubricate as necessary.

Options: Yes, No

STEP 5: Create an Info Text field

Content: TORFI/GSH

STEP 6: Create a Single Select field

Contractor: TORFI/GSH

Description: 2.16-SA-ACU-2: Check control system and devices for evidence of improper operation. Clean, lubricate, adjust.

Options: Yes, No

STEP 7: Create an Info Text field

Content: GSH

STEP 8: Create a Single Select field

Contractor: GSH

Description: 2.16-SA-ACU-3: Check P-trap drain. Prime as needed to ensure proper operation.

Options: Yes, No