

INSTRUCTIONS FOR CREATING SUBFORM: 5.4-FVC-Annual

Follow these steps to create the form fields:

STEP 1: Create an Info Text field

Content: United Fire

STEP 2: Create a Single Select field

Description: 5.4-A-FVC-2: Perform test on hose valve.

Options: Yes, No

STEP 3: Create a Single Select field

Description: 5.4-A-FVC-3: Inspect overall condition for corroded or damaged parts and the following:(1) Difficult to open Repair(2) Cabinet door will not open fully.(3)Door glazing cracked or broken(4)If cabinet is break-glass type, is lock functioning properly?

Options: Yes, No

STEP 4: Create a Single Select field

Description: 5.4-A-FVC-3A: (5) Glass break device missing or not attached(6) Not properly identified as containing fire equipment(7) Visible obstructions(8) All valves, hose, nozzles, fire extinguisher,etc,easily accessible?

Options: Yes, No