

## INSTRUCTIONS FOR CREATING SUBFORM: 2.4-GFWH-Quarterly

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

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

**Description:** 2.4-Q-GFWH-1: Inspect blowdown or drain valve. Clear all debris to ensure proper operation. Clean, and verify proper operation.

**Options:** Yes, No

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

**Description:** 2.4-Q-GFWH-16: Inspect pressure and temperature gauges. Record any damage or issues with gauges.

**Options:** Yes, No

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

**Description:** 2.4-Q-GFWH-18: Inspect inlet, outlet and return lines. Record any damage or issues with lines.

**Options:** Yes, No

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

**Description:** 2.4-Q-GFWH-19: Inspect manual shutoff valves. Record any leaks, damage or corrosion.

**Options:** Yes, No

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

**Description:** 2.4-Q-GFWH-2: Check for evidence of leakage of fuel supply, heat transfer fluid, and flue gas. Record location of identified leaks.

**Options:** Yes, No

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

**Description:** 2.4-Q-GFWH-20: Inspect water and operating temperatures. Record temperatures. Make necessary adjustments.

**Options:** Yes, No

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

**Description:** 2.4-Q-GFWH-22: Inspect expansion tank. Record any damage, leaks or corrosion.

**Options:** Yes, No

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

**Description:** 2.4-Q-GFWH-3: Check gas pressure, gas valve operation, and combustion fan operation. Clean, and verify proper operation.

**Options:** Yes, No