# INSTRUCTIONS FOR CREATING SUBFORM: 8.2-EL-Monthly

## Follow these steps to create the form fields:

## STEP 1: Create a Single Select field

Contractor: SCHINDLER

Description: 8.2-M-EL-10: Inspect the hoistway and pit Clean and lubricate

equipment as required—service guide rail lubricators.

Options: Yes, No

# STEP 2: Create a Single Select field

Contractor: SCHINDLER

Description: 8.2-M-EL-11: Observe operation of the motor-generator,

governor, traction machinery sheaves

Options: Yes, No

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

Contractor: SCHINDLER

Description: 8.2-M-EL-12: Test manual and emergency control

Options: Yes, No

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

Contractor: SCHINDLER

Description: 8.2-M-EL-13: Check oil level in car and counterweight oil

buffers add oil as needed

Options: Yes, No

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

Contractor: SCHINDLER

Description: 8.2-M-EL-14: Visually inspect controller, selector, contacts, and

relays. Check adjustment and repair as required

Options: Yes, No

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

Contractor: SCHINDLER

Description: 8.2-M-EL-15: Check hoistway doors. Clean, lubricate, and

adjust tracks, hangers, eccentrics, linkage, gibs, and interlocks

Options: Yes, No

# STEP 7: Create a Single Select field

Contractor: SCHINDLER

Description: 8.2-M-EL-16: Clean, adjust, and lubricate car door or gate

tracks, pivots, gibs, hangers, car grille, and stile channels

Options: Yes, No

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

Contractor: SCHINDLER

Description: 8.2-M-EL-31: Phase I recall and minimum one-floor Phase II

operation of Firefighter's service, as defined in ASME 17.1

Options: Yes, No

### STEP 9: Create a Single Select field

Contractor: SCHINDLER

Description: 8.2-M-EL-7: Observe full operation of elevator

Options: Yes, No

## STEP 10: Create a Single Select field

Contractor: SCHINDLER

**Description:** 8.2-M-EL-8: Check door operation clean lubricate, and adjust

brake checks linkages gears wiringm motor, check keys, set screws,

contacts, chains and cams

Options: Yes, No

# STEP 11: Create a Single Select field

Contractor: SCHINDLER

Description: 8.2-M-EL-9: Inspect interior of cab, telephone, or coms system,

normal and emergency lighting, emergency call system

Options: Yes, No