

INSTRUCTIONS FOR CREATING SUBFORM: 2.16-TVF-Annual

Follow these steps to create the form fields:

STEP 1: Create a Single Select field

Contractor: MSC

Description: 2.16-A-TVF-7: Inspect rotors for dirt accumulation Inspect rotors for dirt accumulation

Options: Yes, No

STEP 2: Create a Single Select field

Contractor: MSC

Description: 2.16-A-TVF-8: Prepare summary report. Fans shall be examined for correct rotation. Measurements of voltage, amperage, and revolutions per minute (rpm) shall be made.

Options: Yes, No

STEP 3: Create a Single Select field

Contractor: MSC

Description: 2.16-A-TVF-8A: Report to include maintenance logs, completed checklist, graphical plots for vibration, shock pulse, bearing and winding temperature trends. A record of each inspection and test shall be maintained on the premises as required per NYC BC 909.3.1.

Options: Yes, No