

## INSTRUCTIONS FOR CREATING SUBFORM: 2.3-SDS-Quarterly

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

### **STEP 1: Create an Info Text field**

**Content:** CHEMAQUA

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

**Contractor:** CHEMAQUA

**Description:** 2.3-Q-SDS-1: Perform chemical testing of system condensate and feed water. Verify water treatment target levels are being maintained.

**Options:** Yes, No

### **STEP 3: Create an Info Text field**

**Content:** GSH

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

**Contractor:** GSH

**Description:** 2.3-Q-SDS-2: Check piping for leaks. Record location of identified leaks.

**Options:** Yes, No

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

**Contractor:** GSH

**Description:** 2.3-Q-SDS-3: Check safety devices per manufacturer's recommendations. Clean, lubricate, adjust.

**Options:** Yes, No

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

**Contractor:** GSH

**Description:** 2.3-Q-SDS-4: Check piping anchors for integrity, and check piping for alignment and expansion fittings for proper operation. Adjust and lubricate as needed.

**Options:** Yes, No

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

**Contractor:** GSH

**Description:** 2.3-Q-SDS-5: Inspect blowdown or drain valve. Clean, and verify proper operation.

**Options:** Yes, No

### **STEP 8: Create an Info Text field**

**Content:** CHEMAQUA

### **STEP 9: Create a Single Select field**

**Contractor:** CHEMAQUA

**Description:** 2.3-Q-SDS-6: Check chemical injector device. Verify water treatment target levels are being maintained.

**Options:** Yes, No