

## INSTRUCTIONS FOR CREATING SUBFORM: 2.3-HX(PF)-Annual

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

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

**Contractor:** GSH

**Description:** 2.3-A-HX(PF)-3: Check for proper fluid flow and for fluid leaks. Adjust flow when outside of recommended flow range. When leaking, find and record the location of identified leaks.

**Options:** Yes, No

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

**Contractor:** GSH

**Description:** 2.3-A-HX(PF)-5: Check gasket seal integrity for plates and frame. Clean and verify proper fit/ finish.

**Options:** Yes, No

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

**Contractor:** GSH

**Description:** 2.3-A-HX(PF)-6: Check pressure drops on both primary and secondary sides of heat exchanger. Adjust valve settings, unclog heat exchanger inlets/outlets, and/or clean plates.

**Options:** Yes, No