

INSTRUCTIONS FOR CREATING SUBFORM: 7.9-HST-E-Quarterly

Follow these steps to create the form fields:

STEP 1: Create an Info Text field

Content: ZOAIR

STEP 2: Create a Single Select field

Task Assignment: ZOAIR

Description: 7.9-Q-HST-E-1: Check all Controls and operating mechanisms

Options: Yes, No

STEP 3: Create a Single Select field

Task Assignment: ZOAIR

Description: 7.9-Q-HST-E-2: Check limit swtches and brakes Adjust gear limit switch

Options: Yes, No

STEP 4: Create a Single Select field

Task Assignment: ZOAIR

Description: 7.9-Q-HST-E-3: Check hook for deformation, chemical damage or cracks

Options: Yes, No

STEP 5: Create a Single Select field

Task Assignment: ZOAIR

Description: 7.9-Q-HST-E-4: Check for loose bolts, screws or nuts

Options: Yes, No

STEP 6: Create a Single Select field

Task Assignment: ZOAIR

Description: 7.9-Q-HST-E-5: Inspect load chain wheels for cracks and excessive wear

Options: Yes, No

STEP 7: Create a Single Select field

Task Assignment: ZOAIR

Description: 7.9-Q-HST-E-6: Inspect for worn, corroded, cracked or distorted parts

Options: Yes, No

STEP 8: Create a Single Select field

Task Assignment: ZOAIR

Description: 7.9-Q-HST-E-7: Check for proper operation of brake Brake Adjustment

Options: Yes, No

STEP 9: Create a Single Select field

Task Assignment: ZOAIR

Description: 7.9-Q-HST-E-8: Inspect for excessive wear of chain

Options: Yes, No

STEP 10: Create an Info Text field

Content: UNITY/ZOAIR

STEP 11: Create a Single Select field

Task Assignment: UNITY/ZOAIR

Description: 7.9-Q-HST-E-9: Check electrical parts for signs of pitting or any deterioration of controls. Lift switches and push button station

Options: Yes, No

STEP 12: Create an Info Text field

Content: ZOAIR

STEP 13: Create a Single Select field

Task Assignment: ZOAIR

Description: 7.9-Q-HST-E-14: Lubricate

Options: Yes, No

STEP 14: Create a Single Select field

Task Assignment: ZOAIR

Description: 7.9-Q-HST-E-15: Lubricate transmission

Options: Yes, No

STEP 15: Create a Single Select field

Task Assignment: ZOAIR

Description: 7.9-Q-HST-E-16: Lubricate motorized Trolley gear box

Options: Yes, No

STEP 16: Create a Single Select field

Task Assignment: ZOAIR

Description: 7.9-Q-HST-E-18: Inspect wire rope for excessive wear

Options: Yes, No

STEP 17: Create a Single Select field

Task Assignment: ZOAIR

Description: 7.9-Q-HST-E-19: Check all Controls and operating mechanisms

Options: Yes, No