

## INSTRUCTIONS FOR CREATING SUBFORM: 2.16-TF-Annual

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

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

**Description:** 2.16-A-TF-1: Inspect load current, voltage; winding hot- spot temperature, ambient temperature, leaks, and general condition. Keep permanent records of readings.

**Options:** Yes, No

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

**Description:** 2.16-A-TF-2: Read and record pressure/vacuum guages.

**Options:** Yes, No

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

**Description:** 2.16-A-TF-3: Inspect louvers in the enclosures. Dirt and dust should be cleaned from the louvers and windings. Use compressed air after cleaning on the windings to apply low pressure.

**Options:** Yes, No

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

**Description:** 2.16-A-TF-4: Inspect equipment ground for corrosion or loose connection.

**Options:** Yes, No