1. **Operational Steps**

* Control Panel should be properly cleaned and should be checked on daily basis.
* Cables and wires should be properly insulated and should be properly maintained.
* Temperature Controllers should be accurate and in a proper working condition.
* Ampere meter should be as per motor actual amperes.
* Inverter of main motor should be properly covered and all parameters of inverter are as per the specification of main motor.
* Motor protection relay should be installed and set as per the motor’s load.
* Mechanical Pulley and belts should be tight and should be checked on daily basis.
* Pneumatic System of weighing mixer should be properly working.
* All solenoid coils and relays should be as per requirement of the mixer.
* All the wires and cables should be covered in PVC conduit.
* Heat Transfer Oil should be 2/3 of the actual level.
* Mixing Blades should be tight enough while running on high speed.

1. **Precautions**

* All the staff should be aware of any malfunction in machine and process.
* Any issue regarding process should be dealt on time to avoid inconvenience.
* If any issue found in machine, it should be stopped immediately and checked thoroughly.

**Note:**

* Try to remain aware of any issue related to machine, inform respective head of department and take corrective measures.
* Plan and prepare the work to do.
* Know the equipment.

H.O.D Maintenance Department

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| **Author** | **Review** | **Approval** |
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