|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Sr. No.** | **Process** | **Location** | **Control Exercised** | **Frequency** | **Primary Responsibility** | **Secondary Responsibility** |
| 1 | Tools & tackles certification by external vendor | PID II | Annual Certification planner | Annual | Work shop Engineer | HOD-Mechanical |
| 2 | Painting | PID II | Painting Planner | Monthly | Area Engineer | HOD-Mechanical |
| 3 | Improvement jobs (ARC) | PID II | MECHANICAL work instruction | Monthly | Area engineer | HOD-Mechanical |
|  |
| 4 | Daily, Weekly, Monthly,APM maintenance of MECHANICAL drive | PID II | Daily, Weekly, Monthly,APM maintenance checklist |  | Area Engineer | HOD-Mechanical |  |
|  |
| 5 | CBM | PID II | CBM Planner | Monthly | Area engineer | HOD-Mechanical |  |
|  |
| 6 | BELT JOINTING | PID II | Work instruction,HIRA & Isolation procedure | As and when required | Area engineer | HOD-Mechanical |  |
|  |
| 7 | Structure stability checking | PID II | Work instruction,HIRA | Annual | Area engineer | HOD-Mechanical |  |
| 8 | O&M services | PID II | Contract documents | Monthly |  | HOD-Mechanical |  |
| Contract manager |  |
|  |  |

|  |  |  |
| --- | --- | --- |
| **Prepared By:**  IMS Co-ordinator | **Reviewed & Issued By:**  Management Representative | **Approved By:**  Head of Department |
| **Signature:** | **Signature:** | **Signature:** |
| **Review Date:** 03.01.2023 | **Review Date:** 03.01.2023 | **Review Date:** 03.01.2023 |