

STANDARD OPERATING PROCEDURES

Form No. : EHSMSM/446/4013

Form Rev. No. : 01

Effective date: 01.04.2009

SOP No.	CRM/TS/SOP/CGL2-PRO/010	Effective Date	01.08.2021	REVISION No	01
SOP DESC	CGL2 waste drums loading	Section	CGL2	Revision date	23.12.2021
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Standard Operating Procedure

Purpose: The purpose of this SOP is to provide instructions for cleaning CGL2 pot cellar area.

- **Scope:** Applicable to CGL2 pot cellar area.

Definitions:

PPE- Personal protective equipment

CGL – Continuous galvanizing line

1. Distribution List: Head (CGL's)

DCI

CGL2 Associate (Pulpit Operator)

Asst manager, Manager, Sr. Manager CGL's

PREPARED BY	APPROVED BY
Name and Desig : Priyanka Sinha(Sr. Manager CGL's)	Name and Desig : G Sai Kumar(Head CGL's)
Signature with Date :	Signature with Date :

Printed By : Akhilesh Bha(100278) Print valid till : 18 Feb 2024

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Step No.	Activity (WHAT)	Associated Requirements/Hazards/Impacts	Responsibility (WHO)	Process / tools / PPEs (HOW)	Remarks / Reference
1	Drums loading in trailer	<p>SAFETY</p> <ol style="list-style-type: none"> slippage due to wet and slippery floor hitting someone with drum grabber falling of drums can cause injury <p>ENVIRONMENT: Ensure no leakage from drums since chrome wastes are carcinogenic</p> <p>QUALITY: No effect.</p>	<p>To be executed by forklift operator and contract employee</p> <p>Supervision of : Shift in charge</p>	<ol style="list-style-type: none"> Forklift operator on CGL2 permit shall do this job or in case of unavailability/engagement of that forklift operator, another forklift operator to take permit from process associate/shift incharge Use all required PPE's - safety helmet, safety goggles, safety shoes, fluorescent jacket, shin guard Drum grabber to be used. Fix the arm of drum grabber in forklift arm and clamp the hook with forklift Lift the waste sealed drums with the grabber and load it on the trailer. 2 casuals to assist the forklift operators for closing the drums with seals and guide the forklift operators for picking loaded and closed drums. forklift operator should load the drums in trailer in a single line at first so that pushing The drum become easy. In case required, casuals to go up the trailer using ladder with wheels locked and push the drums to accomodate more 	<p>Contract labour must wear plastic gloves</p> <p>Do not enter the trailer if it is wet and slippery</p>

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Valid SOP

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Valid SOP