

GILES CHEMICAL
COMPANY PROCEDURE

Manually Filling the Day Hopper Page: 1 of 4

Revision

Date

6/4/2009

Author: Patrick Owen Job Specific

Personnel responsible:

1. Material Handler

Safety:

No extra safety precautions are needed

Summary:

MgO can be manually blown to the Day Hopper to keep the process running if the automatic system fails or cannot keep up.

Procedure:

At Day Hopper:

- 1. Beat the sides of the hopper with the metal rod to help settle the MgO.
- 2. Check the sight glass on day hopper to ensure that hopper is not completely full.

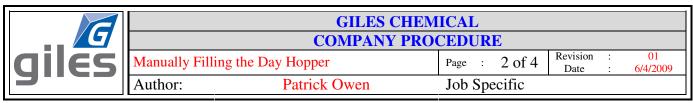
At MgO House Control Panel:

For Running Silos 1 & 2:

- 1. Turn control switch in upper left hand corner to MANUAL
- 2. Turn Silo selector to BOTH
- 3. Press SILO START
- 4. Press BLOWER START
- 5. Press SILO 1 FWD
- 6. Press SILO 2 FWD
- 7. Allow MgO to blow over to Day Hopper for approximately 30 minutes
- 8. Press SILO 1 STOP
- 9. Press SILO 2 STOP
- 10. Press STOP SILO
- 11. Let the blower run for 3 minutes or so to clear the system.
- 12. Press STOP BLOWER

For Running Silos 1 & 3:

- 1. Turn control switch in upper left hand corner to MANUAL
- 2. Turn Silo selector to 1
- 3. Press SILO START
- 4. Press BLOWER START
- 5. Press SILO 1 FWD
- 6. At Silo 3 panel, turn Silo 3 switch to Hand
- 7. Press SILO START
- 8. Press SILO 3 FORWARD
- 9. Allow MgO to blow over to Day Hopper for approximately 30 minutes
- 10. Press SILO 3 STOP
- 11. Press SILO STOP on Silo 3 panel



- 12. Press SILO 1 STOP
- 13. Press STOP SILO
- 14. Let the blower run for 3 minutes or so to clear the system.
- 15. Press STOP BLOWER

Repeat approximately every 2 hours or as needed to keep MgO in Day Hopper.



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COMPAN	Y PROCEDURE

Manually Filling the Day Hopper

Page : 3 of 4

Revision : Date : 01 6/4/2009

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TRAINING DOCUMENTATION

	EMPLOYEE	TITLE	SIGNATURE	DATE
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GILES CHEMICAL COMPANY PROCEDURE

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Revision Number	Revision Date	Revision Author	Revision Description
00	8/23/2005	PLO	Original document
01	6/4/2009	PLO	Updated format and reviewed