



NLC TAMILNADU POWER LIMITED

SAFETY DIVISION

STANDARD OPERATING PROCEDURE

TITLE:- SOP- UNLOADING OF ACID/CAUSTIC SODA CHEMICAL

NTPL/SOP-15

SOP for ACID/CAUSTIC SODA Unloading

Sl. No	Activity
1	Receive the lorry and park it in the unloading bay
2	Collect the invoice from the driver and handover to the Shift in charge
3	Check whether the load is meant for NTPL or not
4	If it is for not NTPL give suitable instruction to the driver and divert the load accordingly
5	Check the seal and verify with the invoice
6	Instructs the Helper to use PPE(Nose mask, Rubber Gloves, Gum boot and Apron)
7	Ask the Helper to open the top manhole cover to collect the sample
8	Collect the sample in the sample bottle and handed over to the lab for analysis
9	Check the concentration as per the procedure and inform to the shift in charge
10	Crosscheck the concentration of the sample with the invoice and if it is $\pm 0.5\%$ of the invoice value then the tanker is ready for unloading. If it is not within the allowable range, inform the Stores for further action
11	Open the dummy of the outlet valve of the tanker and connect the correct unloading hose to the tanker
12	Open the outlet valve slightly for checking the leaks. If leak arrest the leak by tightening the bolts or replacing the rubber gasket



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1 3	Open the outlet valve of the tanker and suction valve of the unloading pump and the in let valve of the corresponding storage tank
1 4	Start the pump after priming the pump. Collect the liquid vented during the priming in PVC buckets and dispose it in the Neutralization pit
1 5	Observe the pressure gauge for monitoring the performance of the pump
1 6	Run the pump till the delivery pressure reaches 0 bar and confirm from the driver whether the tank is completely unloaded
1 7	Stop the pump and close all the valves
1 8	Disconnect the hose from the tanker
1 9	Physically verify the whether the tanker is completely unloaded
2 0	Flush the hose and the area with water to avoid spillage of chemicals
2 1	Sign the invoice after making necessary entries in the log book stock register and handover to the driver ask the driver to proceed to stores for weighing

HOD/SAFETY