 Discovery Labs	STANDARD OPERATING PROCEDURE			
	SOP No.:	SOP-WH-006-03	Effective Date:	01.01.2018
	Supersedes :	SOP-WH-006-02	Next Review Date:	31.12.2020
	Department:	Warehouse	Page:	1 of 2
TITLE: PROCEDURE FOR USAGE OF FLEXIBLE HOSE PIPES				

1.0 PURPOSE:

To lay down the procedure for usage of flexible Hose pipes.

2.0 SCOPE:

This is applicable to procedure for usage of flexible Hose pipes while solvent unloading in Warehouse at Discovery.

3.0 RESPONSIBILITY:

- 3.1 It is the responsibility of the Warehouse personnel to follow this procedure.
- 3.2 Head -Warehouse / Designee is responsible for implementing the procedure.


4.0 DEFINITIONS:

NIL

5.0 PROCEDURE :

- 5.1 Use the dedicated hosepipes for each solvent, connected to dedicated transfer line.
- 5.2 Segregate the hosepipes solvent wise and affix label.
- 5.3 New hose pipes before usage shall be flush out with respective solvent.
- 5.4 Connect the earth wire to the tanker (Connect the crocodile clip to the solvent tanker).
- 5.5 Remove the dummy flange of the storage tank; connect the hosepipe to the inlet of the storage tank and to outlet of the tanker.
- 5.6 Open the inlet valve of the storage tank and outlet valve of the tanker.
- 5.7 Close the inlet valve of storage tank, remove the hosepipe and then close the outlet valve of the receiving tanker. After ensuring no holdup in the hosepipe cover the both ends with plastic bags and keep them in its respective place and disconnect the earth wire. Close the inlet of the storage tank with dummy flange.
- 5.8 Don't disconnect the hose pipe from pump line until unless the hose shall be replaced.
- 5.9 Before usage check the hoses for any damage, If damaged replace with new hosepipe.

	Prepared by	Reviewed by	Approved by
Sign & Date			
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6.0 FORMATS / ANNEXURE(S):

NIL

7.0 CHANGE HISTORY:

Revision No.	Effective Date	Details of Revision	Ref. CCF No.
00	01.08.2009	New SOP is introduced	---
01	01.01.2015	Revised as per current format	---
02	01.01.2017	1. SOP format changed make in line with SOP-QA-001-04 2. Department code changed to warehouse i.e. WH. 3. Altogether procedure has been rephrased for better clarity.	WH-CRF-004/16
03	01.01.2018	1. SOP format changed make in line with SOP-QA-001-05	CCF/ GEN/ 17034

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