**TITLE: - SOP for valve Operation (MOV) for ERPL Barauni LPG station jurisdiction**

|  |  |  |
| --- | --- | --- |
| **SL. NO.** | **ACTIVITY** | **RESPONSIBILITY** |
|  | Valve operation is carried out for start/stop of PLT, isolation of any equipment under maintenance & lining-up/shutdown of mainline. | Shift In-charge |
|  | **Operation in REMOTE mode** | -Do- |
| 1 | Ensure all the MOVs are kept in remote mode (using selector switch available on MOV actuator for Remote/Local mode). | -Do- |
| 2 | For operation of MOV, Click on the respective MOV icon on HMI screen. Select Open/Close option as required for operation of MOV. | -Do- |
| 3 | MOV icon colour shall turn RED/GREEN when fully Opened/Closed on HMI. | -Do- |
|  | **Operation in Local Mode:** | -Do- |
|  | When power is available to operate the valve: | -Do- |
| 1 | Ensure the MOV to be operated is set to local mode using selector switch available on MOV actuator for Remote/Local mode. | -Do- |
| 2 | MOV with ROTORK actuator: Rotate the selector switch for valve operation towards the pointer for opening/closing of the MOV.  In case of any change during valve in opening/closing condition, rotate the STOP end of Remote/Local mode selector switch towards pointer. This will stop the operation of valve. Again set the valve in local mode and Open/close selector switch to be rotated for valve operation as required.  MOV with BIFFI Actuator: Press Open/Close button for opening/closing the MOV.  In case of any change during valve in opening/closing condition, press STOP button. This will stop the operation of valve. Again Press Open/Close button for opening/closing the MOV as required. | -Do- |
|  | When power is not available for valve operation: | -Do- |
| 1 | When Power is not available at actuator, the valve can be operated by hand wheel. | -Do- |
| 2 | Press the lever available at the bottom side of actuator away from you. | -Do- |
| 3 | Rotate the handwheel in clockwise direction for closing the valve and rotate the hand wheel in anti-clockwise direction for opening the valve. | -Do- |
| 4 | Once the gear mechanism is engaged during closing/opening of valve, the lever may be released & the hand wheel rotation can in continued in the direction as required. | -Do- |
| 5 | While operating the valve, the opening and closing percentage can been seen from the display available on the actuator. Movement of valve and close/open status can also be seen from the pointer available on the top of valve gearbox. | -Do- |

|  |  |  |
| --- | --- | --- |
| RECORDS GENERATED : | 1) | SHIFT LOGBOOK SHEET |
|  | 2) | SHIFT HANDING OVER REGISTER |
|  |  |  |