**WORK INSTRUCTIONS FOR MOVEMENT/MAINTENANCE OF TRUCKS AND WHEEL LOADERS IN FACTORY PREMISES**

CRITERIA: SAFE OPERATION

Responsibility: General Shift Engg. & respective area engineers

Identified Hazards:

1. Mechanical Hazard- Trapping Impact, Entanglement, Falling, Collision
2. Physical Hazard: Burn Injury
3. Non use of PPE’s resulting injury
4. Improper housekeeping
5. Inadequate local lighting
6. Completion of job in hasty manner during which one can get hurt.
7. Misalignment of tyre due to lose nut/bolts
8. Injury due to falling of objects while shifting
9. Fire in machineries under maintenance
10. Bursting of tyre

**Significant Aspects:** oil spillage, Scrap generation, dust generation, vehicle emission, oil traced cotton waste

**Procedure:**

1. Unauthorized operation or repair of any equipment is a punishable offence
2. The driver of the vehicle and wheel loader should be proper licensed driver/Operator.
3. Person involved in the activity must wear proper PPE
4. The vehicle should have a valid fitness certificate (FC) emission under control certificate (EUCC) from the competent authority.
5. Tyre condition to be checked for damage/side wall cut.
6. The vehicle should not be loaded above the permitted capacity.
7. The vehicle should not be fitted with air horn.
8. Truck/Wheel loader condition must be good with proper cabins and standard accessories
10. Should maintain housekeeping.
11. Any person on top of truck when truck is in motion is strictly prohibited.
12. Truck personnel should use staircase provided at weigh-bridge for collecting weighing slips.
13. Driver should contact Plant Supervisor/ Shift Engineer/Service provider Supervisor in case of accident or emergency in the plant premises.
14. Carry out all Truck Movement in the plant premises as per SP – 44 (Vehicle transportation)
15. Maintenance staff of the equipments owner should have valid equipment maintenance certificate.
16. Internal competency evaluation of the drivers should be carried out on every six month. They should also have a valid Authorization Card issued by Authorized Company Person
17. Should operate the vehicle within the specified speed limits.
18. Use of mobiles and driving under the influence of Alcohol is strictly prohibited.
19. Wheel chocks to be used while carrying out safety checkpoints at start or end of shift.
20. Maintenance job to be taken outside Plant Premises.
21. To Comply with all Vedanta Safety Standard.
22. The vehicle checklists should be filled at shift start and countersigned by the respective area shift in charge (Workman or Staff)

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| **Prepared By:**  Head – Production PID I | **Reviewed & Issued By:**  Management Representative | **Approved By:**  Head – Pig Iron Division |
| **Signature:** | **Signature:** | **Signature:** |
| **Date: 10.07.2023** | **Date: 10.07.2023** | **Date: 10.07.2023** |

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| **Amendment Record** | | | |
| **Revision date** | **Manual Section ref. and para** | **Brief details of revision** | **New Revision No.** |
| 12.07.2021 | Procedure for Maintenance of trucks and wheel loaders in factory premises | Point no 10 hazard.  Point no 5 | 06 |
| **15.07.2022** | Procedure for Maintenance of trucks and wheel loaders in factory premises | **Point 9,13,16 ,22**  **Change in format** | **07** |