



**DALMIA CEMENT (B) LIMITED – CEMENT PLANT
DALMIAPURAM**



Issue No. 02	Rev. No: 01	Effective Date: 22.05.2015	SOP/Elect /16
Issued By: S & P		Approved By: Elect. & Inst Head	
SOP For Passenger Lift			

Scope/Purpose : This Procedure to establish and ensure safe operation for the Passenger lifts.

Responsibility : Section Engineer – Electrical

Accountability : Section Head - Electrical

PPE:

1. Safety helmet,
2. Safety shoe,
3. Rubber Gloves.

Tools:

1. Multimeter.
2. Brush.
3. Spanner Set
4. Torch Light
5. Clamp meter

Hazard Analysis:

Risks associated

Mitigating Measures

Person get locked inside the car during Power failure Use of Operating lever to rescue the person.

Training needs:

1. Operation of Lift.
2. Rescue operation during lift stall due to problem/ Power failure.
3. Usage of tools and knowledge on Hazards happening in that area.
4. Communication awareness during any mishaps.

Procedure:

- a) Close the doors fully and properly.
- b) Ensure the working of telephone / emergency siren.
- c) Ensure that the lights & Fan in the lift car are working.



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- d) Ensure availability of de-clutch lever, manual cranking handle and door de- interlock key inside the machine room at top.
- e) Don't open the car door / landing door while the lift is moving.
- f) Don't bypass the door interlock switches.
- g) Don't smoke inside the car.
- h) Don't attempt to stop the car by opening the doors.
- i) Don't overload the lift at any time.
- j) Ensure all tools are in good working condition (Multimeter, Spanner set)
- k) Fall of Tools must be avoided
- l) Passenger inside the cabin should not attempt to rectify the fault.
- m) Keep good housekeeping inside the lift at all the times.
- n) Clean the door sil and UV sensor, glass reflector periodically to avoid malfunction of door.

Emergency / Emergency Shut OFF:

1. If Power failure or any incident/ Accident is there, to be informed to the safety department or call Emergency number 523 /9865177444/9865195111.



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2. Also Elect. Shift – 251, CCR-KHD- 233, CCR FLS-555 and Time office-222

Records/Annexure:

1. Register of Lift Operation
2. JSA is enclosed below.

JOB SAFETY ANALYSIS:(JSA)

Job Safety Analysis	Job: Passenger Lift Operation	Date:	Analysis by:	Reviewed by:
Title of employee doing job: Contract labour	Supervisor: Section Engineer	Department: Electrical	Section: Plant	Approved by:
Req'd/recommended PPE: Safety helmet, Safety shoe, & Rubber Gloves.				
Sequence of Basic Job Steps	Potential Hazards	Recommended Safe Job Procedure	What Could Go Wrong	Corrective Action
Opening of Car door and landing door	Door will return to close position automatically	Smooth opening of door and hold till all person go inside	Door holding may slip causing injury.	Provide Signage for proper operation
Loading of material in proper way.	Material may slide and injure adjacent person	Loading to be done only in horizontal position.	Positioning of material in wrong condition	Trained person has to load/ unload in lift.
Loading heavy weight equipments in lift using Trolley	Possibility of trolley movement from center and hit the cabin.	Lock the wheel movement by wheel choke.	Trolley may move and hit the behind passenger	Standing behind the trolley to be avoided
Selection of required floor push button.	Electric Shock	Select the floor level with clean and dry hand.	Over pressing of switch.	Press gently.
Fault Attending in Car & Limit switches.	Electric Shock	Use Proper Measuring instrument and good quality tools.	Damaged tools & probes may lead to accident.	Periodical checking of tools and replacing damaged tools.

HEAD E & I

HEAD TECHNICAL