



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



Issue No. 02	Rev. No: 01	Effective Date: 22.05.2015	SOP/INST/01
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Issued By: S & P	Approved By: Elect. & Inst Head
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SOP FOR TESTING / CALIBRATION OF INSTRUMENTS

Scope/Purpose : This SOP is applicable to Safe working for Testing and calibration of Instruments.

Responsibility : Instrument Mechanic / Supervisor

Accountability : Section In-Charge

PPE:

1. Hand gloves
2. Safety Shoes

Tools:

1. Insulated Spanners / Tools
2. Multimeter / Ammeter / Calibrators

Hazard Analysis:

Risks associated

Electric shock

Mitigating Measures

Usage of Insulated tools and Safety shoes

Training needs:

1. Emergency preparedness
2. First aid procedure
3. Calibration procedures

Procedure:

1. Use Proper PPE & tools
2. Take proper work permit from section in-charge as per the work condition.
3. Ensure Room lighting is good.
4. Ensure Multimeter / ammeter / Calibrator selection are correct.
5. Ensure the Trip protection for the testing circuits.



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6. Test / calibrate the instruments as per testing / calibration procedure.
7. During testing avoid improper connections.
8. Don't allow unauthorized persons near work area.
9. After the job completion isolate the instruments from power supply.

Emergency / Emergency Shut OFF:

1. If electric shock is there, First aid will be given and inform to the Instrumentation department or Safety department or Call Emergency number 245 / 567 / 222 / 98651 77444.

Records/Annexure:

1. Refer Line clearance in Instrumentation department.
2. JSA is enclosed below.



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JOB SAFETY ANALYSIS: (JSA)

Job Safety Analysis	Job: Testing / Calibration of instruments	Date: 15 – 06 - 2012	Analysis by:	Reviewed by:
Title of employee doing job: Instrument Mechanic	Supervisor: Section Engineer	Department: Instrumentation	Section: Instrument Lab	Approved by:
Req'd/recommended PPE: Insulated Tools, Safety shoes				
Sequence of Basic Job Steps	Potential Hazards	Recommended Safe Job Procedure	What Could Go Wrong	Corrective Action
Switch ON the connected circuit	Electric shock	Ensure proper wiring & connections	Wrong connections	Wiring as per the drawing & ensure trip protection
Touching the connected probes / instruments	Electric shock	Switch OFF the circuit before touching	Electrostatic discharge / Improper electrical insulation	Discharge time to be maintained for capacitors / Use of proper instruments

HEAD E & I

HEAD TECHNICAL