



**DALMIA CEMENT (B) LIMITED
DALMIAPURAM
CPP ELECTRICAL DEPARTMENT**



Issue No. 01	Rev. No: 00	Effective Date: 01.03.2016	SOP/CPP/04
Issued By: M.R		Approved By: HOD - CPP	
SOP for ALDB & MPDB MCB/ELCB/FUSE REPLACING WORK.			

Scope : Describe the procedure for replacing of fuse/MCB/ELCB in ALDB & MPDB

Responsibility : Electrical Engineer

Accountability : Section In-charge

PPE:

1. Goggles
2. Electrical safety Gloves
3. Safety shoes
4. Safety helmet

Tools:

1. Fuse puller
2. Cutting player
3. Insulated Screw driver
4. Spanner

Hazards:

Risk Associated

Electrical Shock
Minor body injury
Flash over
Equipment damage

Mitigating Measures

Electrical Safety Gloves
Safety shoes, gloves, helmet, goggles

Training needs:

1. Electrical shock recovery Training
2. Emergency preparedness
3. Fire fighting
4. First aid training



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Procedure:

1. Take the Energy isolation permit & work permit for the particular Panel as per ELEC/SOP/003.
2. Switch off the incoming SFU/Breaker.
3. Ensure the absence of power in the terminals of the MCB/ELCB/SFU.
4. In case of Fuse dis connector/switch fuse unit remove the defective fuse with appropriate fuse puller.
5. Ensure no loose connection in the fuse base/Female contact of the SFU.
6. Ensure the Rating & Type of the fuse.
7. New fuse links to be fixed in the Switch fuse unit/dis connector by using the appropriate fuse puller.
8. In case of MCB/ELCB remove the incoming & outgoing connections with screw driver.
9. Remove from the Rail/Base plate by using screw driver.
10. Ensure the operating current & fault current rating of the MCB/ELCB which is suitable for application.
11. Fix the new ELCB/MCB In the rail /Base plate by using screw driver.
12. Connect the input & output terminals.
13. Check the ELCB by press the trip button.
14. Switch on the MCB/ELCB
15. Clear the LC as per ELEC/SOP/004.

Emergency / Emergency Shut OFF:

1. If electrical shock injury or body injury are there, give First aid and inform to the Safety department or Call Emergency number 222/9865155288/9865177444.

Records/Annexure:



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1. Refer work permit certificates.
2. JSA as enclosed below.

JOB SAFETY ANALYSIS:(JSA)

Job Safety Analysis	Job: Replacement of fuse/MCB/ELCB in ALDB/MPDB	Date:	Analysis by:	Reviewed by:
Title of employee doing job: Electrician	Supervisor: Section Engineer	Department: Electrical	Section:	Approved by:
Req'd/recommended PPE: Nose mask, Goggles, Electrical safety Gloves, Cotton Gloves, Safety shoes, Safety helmet				
Sequence of Basic Job Steps	Potential Hazards	Recommended Safe Job Procedure	What Could Go Wrong	Corrective Action
Put on PPE, Take Permit				
Cleaning of Panels Short /open the panel terminals by open the panel door, Check the tightness of terminals	Eye irritation,	Wear goggles	Damaged goggles/non standard goggles	Periodic replacement
	Respiration problem	Wear Nose mask	Damaged nose mask	Periodic replacement
	Body injury	Wear safety helmet, safety shoes , hand gloves	Tools and material may fall on human body	Without PPE don't perform the job
	Electrical shock	Use Electrical safety gloves	Damaged Gloves	Periodic replacement.
	Body injury	Use proper tools & fuse puller	Nonstandard /damaged tools	Training for tools handling/ Periodic replacement
		Wear safety helmet, safety shoes , hand gloves	Tools and material may fall on human body	Without PPE don't perform the job
Clear permit				