



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



Issue No. 01	Rev. No: 00	Effective Date: 01.03.2016	SOP/Elect /28
Issued By: S & P		Approved By: Elect. & Inst Head	
SOP For Checking Safety Switches			

Scope/Purpose : This Procedure to establish and ensure safe method of Checking of Safety switches.

Responsibility : Section Supervisor – Electrical

Accountability : Head-Electrical

PPE:

1. Safety shoe/Boot,
2. Safety Helmet
3. Rubber Gloves

Tools:

1. Insulated tools

Hazard Analysis:

Risks associated

Electric shock

Mitigating Measures

Usage of insulated tools

Training needs:

1. Usage of tools and Nature of Hazards
2. Usage of PPEs

Procedure:

- a) Get work permit from the concerned section in-charge.
- b) Ensure LOTO in place for the particular equipment.
- c) Check the physical condition, operating mechanism & control circuits of the safety switch.
- d) Check the changeover operation of the contacts of the switch by operating the mechanism.



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- e) Check the designated function of the switching operation upto the feeder in simulation.
- f) Fill the check list.
- g) Return the work permit.

Emergency / Emergency Shut OFF:

1. If any injury is there, and inform to the safety department or call Emergency number 251 / 254 / 568 /9842994062.

Records/Annexure:

1. JSA is enclosed below.



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JOB SAFETY ANALYSIS: (JSA)

Job Safety Analysis	Job: Checking Safety Switches	Date:	Analysis by:	Reviewed by:
Title of employee doing job: Electrician	Supervisor: Section Supervisor	Department: Electrical	Section: Plant	Approved by:
Req'd/recommended PPE: Safety shoe, safety helmet & Rubber Gloves.				
Sequence of Basic Job Steps	Potential Hazards	Recommended Safe Job Procedure	What Could Go Wrong	Corrective Action
Checking safety switch	Electric shock	Ensuring LOTO before starting the job	Control circuit not switched off	Ensuring LOTO for control circuit
Checking safety switch	Electric shock due to testing instrument	Usage of proper Testing instrument	Insulation failure in Testing instrument	Usage of Tested instruments