



**DALMIA CEMENT (B) LIMITED – CEMENT PLANT
DALMIAPURAM
QUALITY ASSURANCE DEPARTMENT**



| | | | |
|------------------------------------|-------------|----------------------------|-----------|
| Issue No. 02 | Rev. No: 01 | Effective Date: 22.05.2015 | SOP/QA/04 |
| Issued By: S & P | | Approved By: Head - QA | |
| SOP FOR INSPECTION AND TEST STATUS | | | |

Scope: Chemist

Responsibility: In charge- receipt raw materials

Accountability: Head Quality assurance.

PPE:

1. Safety helmet,
2. Safety shoe,
3. Rubber Gloves and face mask.

Tools:

1. Sample scoop,
2. Sample bags.

Hazard Analysis:

Risks associated

Hand injury.

Mitigating Measures

Use of proper tool, Rubber Gloves.

Training needs:

1. Usage of tools and Nature of Hazards

PROCEDURE

A. PLAN FOR RECEIPT MATERIAL:

1. In case of raw materials and solid fuels, materials are allowed to be unloaded inside factory at identified location & are identified by a name board “Under Testing”. As per test results the materials are handled as follows. If the materials passes it is used for consumption. If rejected the same is returned to the supplier and identified with the rejected board.
2. In case of packing materials in the stores go down, separate area has been marked, for storing the rejected items temporarily.

B. PLAN FOR IN PROCESS MATERIAL:



**DALMIA CEMENT (B) LIMITED – CEMENT PLANT
DALMIAPURAM
QUALITY ASSURANCE DEPARTMENT**



| | | | |
|------------------------------------|-------------|----------------------------|-----------|
| Issue No. 02 | Rev. No: 01 | Effective Date: 22.05.2015 | SOP/QA/04 |
| Issued By: S & P | | Approved By: Head - QA | |
| SOP FOR INSPECTION AND TEST STATUS | | | |

- From crushing stage to raw meal storage process control is carried out to maintain the values in the desired operating range. As the above stages are operated in batch control basis, with facility for correction in the subsequent storage facilities, there is no necessity to reject any material during the above stages, as stated in Quality Control Plan.
- During clinker preparation stage clinker is accepted or rejected according to the Quality Control Plan and accepted or rejected clinker is stored as shown in separate location in the layout.

C. PLAN FOR FINAL PRODUCT:

- The final product preparation is continuously monitored as per Quality Control Plan, and if any non-conformity is observed, the grinding mill is stopped immediately and corrective action taken. The final product is stored as stated in Product Identification Plan.

Emergency / Emergency Shut OFF:

- If there is any emergency Call Emergency number 9865165051 / 9865165654 / 9865155375 / 9865155235

JOB SAFETY ANALYSIS:(JSA)

| Job Safety Analysis | Job: Sampling of raw materials | Date: | Analysis by: | Reviewed by: |
|---|--------------------------------|--|-----------------------------|---|
| Title of employee doing job: Testing Boy | Supervisor: Chemist | Department: Quality assurance | Section: Plant control lab. | Approved by: |
| Req'd/recommended PPE: Rubber Gloves. Nose mask | | | | |
| Sequence of Basic Job Steps | Potential Hazards | Recommended Safe Job Procedure | What Could Go Wrong | Corrective Action |
| Inspecting the Raw material | Don't touch with hand. | Use proper tools to collect the sample. | Hazard to health | To ensure proper tools during the sample collection. |
| Analysis | Body Injury | Use proper testing for specified raw materials | Health affected | To ensure proper analysis results of particular raw material. |