



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



Issue No. 01	Rev. No: 00	Effective Date: 07.11.2017	SOP/CIVIL/12
Issued By: M.R		Approved By: HOD (CIVIL)	
SOP FOR REMOVAL & RE-PLANTATION OF GROWN TREE			

**Scope/Purpose** : This SOP is applicable to Safe working for Removal & Re-plantation of Grown Tree.

**Responsibility** : Engineer – civil

**Accountability** : Manager – civil

**PPE:**

1. Safety helmet
2. Safety shoe
3. Hand gloves

**Tools & Machineries:**

1. Spade
2. Crow Bar
3. Bill Hook
4. JCB/Pocklain
5. Tractor Tipper
6. Gunny Bag

**Hazard Analysis:**

**Risks associated**

- 1) Unknown person may fall in the excavated pit
- 2) Using cutting tools may injure the workmen
- 3) Falling/hitting of tree/JCB on workmen while handling

**Mitigating Measures**

- Proper safety barrication to be made
- Only experience person to be engaged with proper PPE's
- Only experience person to be engaged with proper PPE's & due care to be taken while handling

**Training needs:**

1. Safety pep talk for wearing PPE's and explaining safe work procedure of the job



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**Procedure:**

1. Use Proper PPE, tools & machineries as mentioned above
2. New pit to be excavated & kept ready with proper barrication prior to removing the tree from its original position
3. Unwanted branches & top sharp portion of the tree to be trimmed off
4. Surrounding area to be cleaned & free from all bushes
5. Use JCB carefully for digging the tree's root portion without damaging it
6. If the root is very lengthy, it can be cut by keeping minimum root diameter of 2m
7. Now lift the digged tree carefully along with its undisturbed root portion & wrap it up with gunny bag to retain its mother earth without spalling and load it on the tipper
8. The removed tree's pit to be barricaded properly until its back filling completed
9. Already excavated new pit's size to be dressed/trimmed according to the root size of the removed tree
10. Ensure that the organic manure filled inside the new pit
11. Unload the removed tree from the tipper using JCB carefully & place it into the new designated pit
12. Manpower required to hold & guide the tree carefully while placing the tree in new pit using JCB
13. Fill the pit with required earth with manpower and adequate water to be poured by farming pond
14. Pit of removed tree to be filled properly with required earth

**Emergency / Emergency Shut OFF:**

1. If any incident or injury is there, give First aid and inform to the Safety department or Call Emergency number 9/3108/9865152222/9750963761.

**Records/Annexure:**

1. JSA is enclosed below.



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**JOB SAFETY ANALYSIS:(JSA)**

<b>Job Safety Analysis</b>	Job: Re-plantation of Grown Tree	Date:	Analysis by:	Reviewed by:
Title of employee doing job: Contract labour	Supervisor: Section Engineer	Department: Civil	Section: Plant	Approved by:
Req'd/recommended PPE: Safety helmet, Safety shoe, Hand Gloves.				
Sequence of Basic Job Steps	Potential Hazards	Recommended Safe Job Procedure	What Could Go Wrong	Corrective Action
Excavation of plantation pit	Fall of person in the excavated pit	Pep talk should be conducted to communicate safe & precautionary procedures	Unknown person may fall in the excavated pit	Proper safety barrication to be made
Cutting the tree branches, surrounding area bushes & roots	Cutting tools may cause injury	Pep talk should be conducted to communicate safe & precautionary procedures	Using cutting tools may injure the workmen	Only experience person to be engaged with proper PPE's
Handing of tree while removing & placing into the pit using JCB	Tree/JCB may fall/hit while handling	Pep talk should be conducted to communicate safe & precautionary procedures	Falling/hitting of tree/JCB on workmen while Only experience person to be engaged handling	Only experience person to be engaged with proper PPE's & due care to be taken while handling