



DALMIA CEMENT (B) LIMITED – CEMENT PLANT
ARIYALUR
ELECTRICAL MANUAL

Issue No:02	Rev. No: 00	Effective Date: 01.11.2019	ELEC/SOP/004
Issued By: M.R		Approved By: HOD - ELECTRICAL	
SOP for Clearing LOTO permit (Electrical Isolation) for LT Feeders			

Scope : Connecting the equipments to the LT Electrical sources

Responsibility : Electrical Engineer/Shift Engineer

Accountability : Section Head

PPE:

1. Electrical Safety Gloves
2. Safety shoes
3. Safety helmet

Tools:

1. Racking Key
2. LOTO Lock

Hazards:

Risk Associated
Electrical Shock
Burn injury
Electrocution (Fatal)
Electrical Flash
Electrical Fire

Mitigating Measures
Tested Electrical Rubber Hand Gloves
Proper Trainings

Training needs:

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



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Procedure:

1. After the Completion of the Works in an Equipment (which taken for Energy Isolation), the Performing authority shall approach to Issuing Authority (Section Head Mech.) to ensure the completion of job .
2. Issuing Authority will ensure the completion of job and Authorized to performing authority to approach to Isolating Authority for Clearing the Isolation permit with his name and signature.
3. Now Performing Authority shall approach to isolating Authority (Electrical Engineer / Shift Engineer) for connecting equipment with source. And remove their lock and “DO NOT OPERATE” tag.
4. Isolator (Electrical Engineer / Shift Engineer) will remove the electrical lock and “DO NOT OPERATE” Tag with his name and signature on LOTO permit.
5. Electrical Shift Engineer / Electrician will switch ON the MCCB / Switch Fuse Unit / Isolator by wearing electrical hand gloves and check the healthiness of the Feeder with CCR.
6. The Performing Authority has to inform to CCR operator readiness of the equipment to operate it.

Emergency / Emergency Shut OFF:

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

Records/Annexure:

1. JSA as enclosed below.



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JOB SAFETY ANALYSIS:(JSA)

Job Safety Analysis	Job: Clearing Electrical shutdown permit in LT feeders	Date:	Analysis by: Electrical Engineer	Reviewed by: Electrical Manager
Title of employee doing job: Electrician	Supervisor: Section Engineer	Department: Electrical	Section: Electrical	Approved by: HOD Electrical
Req'd/recommended PPE: Rubber Hand Gloves, Safety shoes, Safety helmet, Arc flash suit				
Sequence of Basic Job Steps	Potential Hazards	Recommended Safe Job Procedure	What Could Go Wrong	Corrective Action
Clear Permit , Put on PPE,				
Remove the LOTO from the particular feeder	Body injury	Use proper tools	Nonstandard /damaged tools	Training for tools handling/ Periodic Inspection
Open the feeder door and Switch ON control MCB	Body injury	Wear safety helmet, safety shoes , hand gloves	Tools and material may fall on human body	Inspect the PPEs/Tools before use.
	Electrical shock/ Burn injury.	Use Tested electrical rubber hand gloves	Damaged Gloves/ Not checked before use	Periodic replacement/ To check for Damage before use
		Use proper tools	Nonstandard /damaged tools	Training for tools handling/ Periodic Inspection
Close the feeder door, Switch ON the Power SFU/MPCB/ MCCB of particular feeder	Electrical shock	Use Tested electrical rubber hand gloves ,	Damaged Gloves/ Not checked before use	Periodic replacement/ To check for Damage before use