



**DALMIA CEMENT (B) LIMITED – CEMENT PLANT
ARIYALUR
MECHANICAL DEPARTMENT**



Issue No. 01	Rev. No: 02	Effective Date: 17.10.2017	SOP/MECH/122
Issued By: M.R		Approved By: HOD (MECHANICAL)	
Material Handling other than ground floor			

SOP

Scope : This SOP is applicable to Safe material handling from other than groundfloor.

Responsibility : Section Engineer.

Accountability : Section Head.

PPE:

1. Safety helmet,
2. Safety shoe,
3. Mask.
4. Cotton Knitted hand Gloves.
5. Ear Plug
6. Goggles

Tools:

Gunny Bag

Hazards:

Risks associated

Throwing from top floors

Mitigating Measures

Strictly prohibited

Line Clearance required for:

1. Not Applicable

Isolation Required:

1. Not Applicable

Procedure:

1. As and when work completed clear the area from scrap generated.
2. Small Scrap Collect in bags and get it down ground to thru Lift or Manually.
3. If material is huge use pipe chutes.
4. Barricade the area with prescribed Red & White tape.



**DALMIA CEMENT (B) LIMITED – CEMENT PLANT
ARIYALUR
MECHANICAL DEPARTMENT**



Issue No. 01	Rev. No: 02	Effective Date: 17.10.2017	SOP/MECH/122
Issued By: M.R		Approved By: HOD (MECHANICAL)	
Material Handling other than ground floor			

5. Keep one attendant at ground floor to alert the people movement.

Records/Annexure:

1. JSA as enclosed below.

JOB SAFETY ANALYSIS:(JSA)

Job Safety Analysis	Job: Bags replacement	Date: 01/09/2014	Analysis by: Section Engineer	Reviewed by: Section Head
Title of employee doing job: Section Engineer	Supervisor: Section Head	Department: Mechanical	Section: All area	Approved by: HOD Mechanical
Req'd/recommended PPE: Helmet, Shoe, Nose mask, Cotton Gloves, Ear plug, Safety belt, Goggles				
Sequence of Basic Job Steps	Potential Hazards	Recommended Safe Job Procedure	What Could Go Wrong	Corrective Action
Hands injury	Use Hand Gloves	Iron scrap may damage gloves.	Hands may injury	Use type of gloves accordingly.
Fall of small objects	Use bags to collect	Barricade the area at the area possible to material fall	Fall from the Edges of the floors	Maintain distance from edges of top floors to collect scrap.
Fall of object from top floors	Use barricade tap as and when required	Not possible to handle with hands	Think of throwing from floors as no man power movement observed	Through is strictly prohibited