



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

Issue No:02	Rev. No: 00	Effective Date: 01.11.2019	ELEC/SOP/048
Issued By: M.R		Approved By: HOD - ELECTRICAL	
SOP for Trouble shooting in Wall mounting fan			

Scope : Trouble shooting in wall mounting fan.

Responsibility : Engineer/Electricians

Accountability : Electrical Manager

PPE:

1. Nose mask
2. Goggles
3. Safety shoes
4. Safety helmet
5. Rubber hand gloves

Tools:

1. Test lamp
2. Insulated tools
3. Multi meter
4. Line Tester
5. FRP “A”type ladder.

Hazards:

Risk Associated

Electrical Shock
Minor body injury
Electrocution (Fatal)
Electrical Flash
Electrical Fire
Fall from height

Mitigating Measures

Tested Electrical Rubber Hand Gloves
Safety shoes, gloves, helmet, goggles,
FRP ladder, Re- fresher Training

Training needs:

1. Emergency preparedness
2. First aid training
3. First aid including CPR training
4. Electrical safety training



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Procedure:

1. Use proper PPE.
2. Only Use electrical safety shoes for trouble shooting in live panel and stand on rubber mat.
3. Use only insulated hand tools and FRP “A” type ladder.
4. Use tested electrical rubber hand gloves wherever required.
5. Only qualified Technician / Engineer personnel work on wall mounting fan.
6. Do not carry out the work in wall mounting fan if Place / person are in wet condition.
7. Switch OFF the power supply and unplug the wall mounting fan wire.
8. Ensure power supply availability at switchboard socket. If not came please check distribution board. If not came please follow below procedures.
9. Be alert and keep yourself beside the fan during removing the wall mounting fan.
10. After removing the wall mounting fan inspect and ensure that there is no live power supply in fan.
11. Ensure glass fuse healthiness.If glass fuses getting fail. Ensure the fan motor winding resistance, insulation Value, circuit connection and capacitor.
12. Ensure fan motor shaft rotating freely or getting jam.
13. If Coil getting short or open, send to recondition.
14. If getting jam, check the motor shaft bush condition and lubrication.
15. Clean & lubricate or to change the new bush.
16. Cleaning the fan leaf, motor body and mesh also.
17. After finishing the Job, Assemble properly.
18. Then take trial and to be observe noise and direction. If found all are normal, then fix to Existing location.



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19. Before fix the wall, alert and keep yourself beside the fan during removing the wall mounting fan
20. Ensure power socket voltage 230VAC.
21. Then insert the plug and switch ON the power supply.

Emergency / Emergency Shut OFF:

1. If any injury or electrical shock 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.

JOB SAFETY ANALYSIS :(JSA)

Job Safety Analysis	Job: Trouble shooting in live panel	Date:	Analysis by: Section engineer	Reviewed by: Section head
Title of employee doing job: Engineer / Electrician	Supervisor: Section Engineer	Department: Electrical	Section: Plant	Approved by: HOD
Reqd./recommended PPE: Tested Electrical rubber hand gloves, Safety shoes, Safety helmet, Safety Goggle, FRP ladder.				
Sequence of Basic Job Steps	Potential Hazards	Recommended Safe Job Procedure	What Could Go Wrong	Corrective Action
Removing and opening of fan	Body injury	Use suitable tools	Tool may be damaged	Inspect before use
		Keep yourself beside the fan	Not follow the procedure	Tool box talk/Proper Training
		Wear safety Goggles	Damaged goggles/non standard goggles/ Not wearing Goggle.	Periodic replacement/ Proper training



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Trouble shooting	Short circuit.	Use Insulated tools	Insulation may damage.	Inspect before use
		Testing tools to be hold straight	Not fallow the procedure	Tool box talk/SOP Training
	Burned injury	Wear safety Goggles / Electrical glove	Damaged goggles/non standard goggles/ Not wearing Goggle.	Periodic replacement/ Proper training
		Power conductor to be covered by shroud	Failed to inspect or cover	Inspect before start the job