



**DALMIA CEMENT (B) LIMITED – CEMENT PLANT
ARIYALUR
CIVIL DEPARTMENT MANUAL**



Issue No. 01	Rev. No: 02	Effective Date: 05.01.2018	SOP/CIVIL/05
Issued By: M.R		Approved By: HOD (Civil)	
SOP FOR CONCRETING WORK			

Scope : This SOP is applicable to Safe working for Concreting work for various heights.

Responsibility : Concern contractor & Workers.

Accountability : Civil-Section In charges.

PPE:

1. Safety helmet,
2. Safety shoe,
3. Mask.
4. Safety harness.
5. Hand gloves
6. Safety goggles.

Tools:

1. Mason tools
2. Mixer machine
3. Concrete Vibrators

Hazards:

Risks associated

Fall from heights

Form work collapse

Splashing of concrete

Mitigating Measures

safety nets

Proper inspection & follow the standards

Use proper PPE,s & PPE training

Training needs:

1. Emergency preparedness
2. Work at height
3. Scaffolding



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Procedure:

Before stating the concrete work.

1. Necessary work permits has to be obtained
2. All workmen are wearing safety PPE & awareness
3. To ensure proper supervision to be made available
4. Adequate staging and platforms is to provide
5. No nail should protrude from support
6. To ensure form work fit ness (Good for work tag has to be fix)
7. Necessary stair case arrangement should be made to reach the work place at height
8. The approach area to be clear from all encumbrances and platforms if any, has to have proper handrail as per the standards
9. Sufficient place available for mason to stand and vibrate the poured concrete
10. Mixer machine and vibrators are placed as close to as possible
11. Check for adequacy of raw materials like sand, stone chips and cement
12. Check for availability of adequate labour for leading the mixed concrete
13. The design mix to be as per the specification. Ensure the concrete is made accordingly.
Removal of formwork to be done as per the instructions of HOS
14. After concreting, all the empty cement bags have to be tied as a bundle and hand it over to the packing plant scrap bag area for disposal.

Emergency / Emergency Shut OFF:

1. If anybody fall from height, inform to the Safety department or Call Emergency number 3108/9865152222/9750963761.
2. If any shaking in the form work /scaffolding, then stop the work and inform to the section in charge.
3. If any injury is there, give First aid and inform to the Safety department or Call Emergency number 3108/9865152222/9750963761

Records/Annexure:

1. Refer pour card.
2. JSA as enclosed below.



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JOB SAFETY ANALYSIS :(JSA)

Job Safety Analysis	Job: This SOP is applicable to Safe working for Concreting work for various heights	Date:	Analysis by:S.chandra bose	Reviewed by: T.vivekanandan
Title of employee doing job: Concern contractor & Workers	Supervisor: Section In charge	Department: Civil	Section: plant area	Approved by: M.Mohamed Ali

Req'd/recommended PPE: safety helmet, safety shoes, nose mask, safety goggles. Safety harness,

Sequence of Basic Job Steps	Potential Hazards	Recommended Safe Job Procedure	What Could Go Wrong	Corrective Action
Pouring the concrete	Splashing of concrete Height fear Electrical hazards.	Use proper PPE (Rubber glove, cum boot & Goggles) for the concreting works. Hand rails provided the work place. To ensue the fitness of electrical equipment (Vibrator & Mixer machine) and damaged wires should not used for connection of tools & light fittings etc	Major injury Electric shock / fatality	Tanning to be given for un skilled workman (PPE& Concrete work at height) Vertigo test to be done who is going to do the job. Ensure the fit ness for Equipment. Electrical supervisor to check the all things to before start up the work.