



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



<b>Issue No. 01</b>	<b>Rev. No: 02</b>	<b>Effective Date: 05.01.2018</b>	<b>SOP/CIVIL/07</b>
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<b>Issued By: M.R</b>	<b>Approved By: HOD (Civil)</b>
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**SOP FOR GRASS CUTTING.**

**Scope** : This SOP is applicable to Safe working for grass cutting for various places in plant area.

**Responsibility** : Concern contractor & Workers.

**Accountability** : Civil-Section In charges.

**PPE:**

1. Safety helmet,
2. Safety shoe or cum boot,
3. Mask.
4. Hand gloves

**Tools:**

1. Grass cutting machine
2. Garden rake
3. Khurba steel with handle
4. Billhook

**Hazards:**

**Risks associated**

Electrical hazards.

Snakes

**Mitigating Measures**

Fit ness of electrical equipments

Awareness trainings for labours and supervisors

**Training needs:**

1. Emergency preparedness
2. PPE,s training
3. Snakes awareness training
4. Emergency preparedness for snake bite

**Procedure:**

- 1 The green and dry grasses both are identified as a source of hazard
- 2 The green grass may lead to growth of snakes both venomous or otherwise
- 3 The dry grass can be a source of fire
- 4 The areas where the grass grown in high quantity shall be identified



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- 5 The suitable grass cutters shall be called from local villages
- 6 The grass cutting activity shall be under a controlled supervision of Horticulturist / Security Personnel
- 7 The Sources of Electrical shock in view of cables running between or under ground shall be identified and power shall be switched off in coordination with Electrical Dept
- 8 The grass cutters shall be allowed to cut grass only after properly briefing them about hazards in advance
- 9 The grass cutters shall be allowed to collect the grass and take them to their respective places
- 10 While doing grass cutting / cleaning work, extra care to be taken while working near moving/rotating equipment and proper LOTO to be taken accordingly.

**Emergency / Emergency Shut OFF:**

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

**Records/Annexure:**

1. JSA as enclosed below.



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**JOB SAFETY ANALYSIS :(JSA)**

<b>Job Safety Analysis</b>	Job: This SOP is applicable to Safe working for Grass Cutting at various places	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 or cum boat& hand gloves.				
Sequence of Basic Job Steps	Potential Hazards	Recommended Safe Job Procedure	What Could Go Wrong	Corrective Action
Verifying any bites (snakes)	Snakes bites	Using wooden sticks for away from the work area	Fatal	Follows the safety percussions
Electrical connection for grass cutting machine	Electrical hazards	To ensure the fitness of electrical equipment (Grass cutting machine) and damaged wires should not used for connection of tools & light fittings etc	Electric shock / fatality	Ensure the fit ness for Equipment. Follows the safety percussions
Manual grass cutting	Hand injury	Using proper tools	Minor injury	To ensure the competent supervisor /contractor while the time of the job Using hand gloves.
Cutted (Dry) grass removing	Chance of catching fire	Removing dry grass from the work place and disposal the proper procedures	Fire injures	To ensure the dry grass removing and burning in control firing pit.
Grass cutting / cleaning near moving / rotating equipment	Person may/got hit with the moving/rotating equipment	LOTO to be taken as a safe procedure	Minor to major injury	Ensure the competent person to work in that area