



DALMIA CEMENT (B) LIMITED – ARIYALUR

MECHANICAL

Issue No. 02	Rev. No: 01	Effective Date: 12.09.2020	SOP/MEC/145
Issued By: M.R		Approved By: HOD-Mechanical	
Sop for Hand tools inspection			

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Scope : Inspect Hand tools

Responsibility: Fitter/ Millwright Fitter / Supervisor

Accountability: Mechanical-Section Engineer / Section Head.

Hazard Analysis:

Risks associated:	Mitigating Measures
Slip of tools	: Use appropriate tools

Procedure:

1. Check for Deformations of tools
2. Check for Visual Damage of tools
3. Check for Loose components of tools
4. Check for dents, cracks, chips, or any known production anomalies
5. Handles must have a good gripping surface.
6. Handles must have no sharp edges or areas that dig into the fingers or palm of the hand.
7. Keep tools clean and free from oil, glue or debris
8. If broken or fractured handles on hammers, axes and similar equipment replaced promptly
9. Check for hand tools such as chisels and punches, which develop mushroomed heads
10. Check for broken or fractured handles on hand tools



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11. Check for appropriate handles used on all hand tools.

12. Dispose of damaged or rejected tools immediately and inform to concern section head for replacement.

Emergency / Emergency Shut OFF:

1. If any injury takes place, provide First aid and inform to the Safety department or Call Emergency number 3108/9865152222

Records/Annexure:

1. JSA as enclosed below

Job Safety Analysis:

Job Safety Analysis	Job: inspect Hand tools	Date: 28.2.2018	Analysis by: Section Engineer	Reviewed by: Section Head
Title of employee doing job: Technician	Supervisor: Section Engineer	Department: Mechanical	Section: Cement Plant	Approved by: HOD Mechanical
Required/recommended PPE: Safety helmet, Safety shoe, & Safety belt, goggles				
Sequence of Basic Job Steps	Potential Hazards	Recommended Safe Job Procedure	What Could Go Wrong	Corrective Action
inspect Hand tools	Slip / Fall	Use proper lifting tools	Failure of lifting tools	Use tested tools Deploy trained manpower.