



MECHANICAL SOP

Issue No. 01	Rev. No: 02	Effective Date: 17.10.2017	SOP/MEC/110
Issued By: M.R		Approved By: HOD Mechanical	
Motorized Diverter Belt & pulley replacement.			

Scope: Maintenance of Motorized Belt Diverter

Responsibility: Section Engineer

Accountability: Mechanical-Section In charge

PPE:

1. Safety helmet,
2. Safety shoe,
3. Hand gloves.

TOOLS:

1. Box spanner set.
2. Ring spanner set.

Hazard Analysis:

Risks associated: : Mitigating Measures

Body Injury : Use proper tools and tackles

SOP for the Motorized divator Belt & pulley replacement

1. Stop the Motorized divator & Long belt & take the Line clearance of the both drive. With LOTO system
2. The LOTO key and line clearance paper should be with the person who responsible for job
3. Take general work area permit from the relevant department.
4. Use PPE.
5. Remove the air connection of the cylinder.
6. Remove the Motor and its coupling.
7. Remove the Tension screw of the Tail pulley
8. Remove the Old belt & damaged pulleys.
9. Fix the new Belt & pulleys..
10. Fix the Motor and its coupling.



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11. Clear the Line clearance and take trial.

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. Refer Line clearance certificates.

JSA as enclosed below

SL NO	ACTIVITY		RVRM Isolation matrix							
			Type of isolation							
			ELECTRICAL ENERGY					OTHER ENERGY		
6	Motorized Diverting Gate	Name and Tag for the Equipment	Diverting Gate Drive	Belt Conveyor for relative Gate						



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Job Safety Analysis	Job: Motorized diverter belt & pulley replacement	Date: 30/12/2012	Analysis by: Nirmal R.M.	Reviewed by: Vichare Sanjay Ramchandra.
Title of employee doing job: Fitter	Supervisor: Section Engineer (Mech.)	Department: Mechanical	Section: Packing Plant	Approved by: HOD MECH

Req'd /recommended PPE:

Sequence of Basic Job Steps	Potential Hazards	Recommended Safe Job Procedure	What Could Go Wrong	Corrective Action
Removing / Fixing the diverter belt.	Hand injury.	Use appropriate tools.	Worker may use steel bar to remove the belt and result in injury.	Use the recommended tools for removing.
Removing / Fixing the drive or driven pulley replacement.	Hand or Leg injury.	Use appropriate tools.	Worker may use screw wrench spanner to remove the pulley and result in injury.	Use the recommended D – Spanner or Ring spanner.