



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



Issue No. 01	Rev. No: 02	Effective Date: 07.07.2017	ELEC/SOP/016
Issued By: M.R		Approved By: HOD - ELECTRICAL	
SOP for Online Greasing of HT & LT Motors			

**Scope** : Describing Online greasing procedure to Electricians

**Responsibility** : Electrical Engineer

**Accountability** : Section Head

**PPE:**

1. Nose mask
2. Goggles
3. Cotton Gloves
4. Safety shoes
5. Safety helmet

**Tools:**

1. Paint brush
2. Hand Blower
3. Waste Cloth
4. Suitable spanner
5. Grease gun

**Hazards:**

**Risk Associated**

Minor body injury

**Mitigating Measures**

Safety shoes, gloves, helmet, goggles

**Training needs:**

1. Emergency preparedness
2. Fire fighting
3. First aid training

**Procedure:**

1. Clean the Grease gun with cotton cloth and refill the gun with applicable fresh Grease. While refilling, avoid spillage of grease and take care spring tension of grease gun.
2. Before greasing the motor, please avoid loose clothing.



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3. Clean and open the Grease nipples. While cleaning and opening, use PPEs like Hand gloves, goggles & Nose mask.
4. Apply the required quantity grease by pressing the grease gun gently.
5. Clean and close the grease nipples. While cleaning and closing, use PPEs like Hand gloves, goggles & Nose mask.
6. In case of any grease spillage while working, it is to be collected and returned store for recycling as per SOP / ELEC / 022.

**Emergency / Emergency Shut OFF:**

1. If body injury is there, give First aid and inform to the Safety department or Call Emergency number 3108/9865152222/9750963761.

**Records/Annexure:**

1. Refer Line clearance certificates.
2. JSA as enclosed below.



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## SOP for Online Greasing of HT & LT Motors

<b>Job Safety Analysis</b>	Job: Online greasing	Date:	Analysis by:	Reviewed by:
Title of employee doing job: Electrician	Supervisor: Section Engineer	Department: Electrical	Section:	Approved by:
Reqd./recommended PPE: Nose mask, Goggles, Cotton Gloves, Safety shoes, Safety helmet				
Sequence of Basic Job Steps	Potential Hazards	Recommended Safe Job Procedure	What Could Go Wrong	Corrective Action
Put on PPE, Take Permit				
Clean the Grease gun with cotton cloth and refill the gun with applicable fresh Grease while refilling,	Body injury	Wear goggles, Wear safety helmet, safety shoes , hand gloves	Damaged PPE/non standard PPE	Periodic replacement
avoid spillage of grease and take care spring tension of grease gun.	Body injury	Fill the grease in proper manner Clean the spillage grease immediately. Lock the handle against spring tension	Spillage of grease causes the soil contamination. Spring if not handled properly can cause hand injury	Without PPE don't perform the job, Avoid the spillage of grease. And clean the floor immediately Care to be taken while locking the handle against spring tension
Avoid loose clothing	Body injury	Wear cover all suit, safety goggles, cotton clothes, safety shoes, safety helmet	Loose cloth may get caught with the rotating shaft makes severe injuries	before approach the motor, make sure of proper clothing and PPE
Cleaning and opening of grease nipples	Body injury	Use proper tools	Nonstandard /damaged tools	Training for tools handling/ Periodic replacement
		Wear safety helmet, safety shoes , hand gloves , nose mask	Nonstandard /damaged tools	Without PPE don't perform the job
Apply required quantity of grease, Cleaning and Closing of grease nipples	Body injury	Use proper tools	Nonstandard /damaged tools	Training for tools handling/ Periodic replacement
		Wear safety helmet, safety shoes , hand gloves , nose mask	Tools and material may fall on human body	Without PPE don't perform the job