



**DALMIA CEMENT (B) LIMITED – CEMENT PLANT
DALMIAPURAM**



Issue No. 01	Rev. No: 00	Effective Date: 01.03.2016	SOP/Elect /29
Issued By: S & P		Approved By: Elect. & Inst Head	
SOP For Welding Machine maintenance			

Scope/Purpose : This SOP is applicable for Welding Machine maintenance.

Responsibility : Section Supervisor – Electrical

Accountability : Section Head - Electrical

PPE:

1. Safety shoe
2. Safety Helmet
3. Nose mask
4. Gloves
5. Goggles

Tools:

1. Insulated tools.
2. Screw driver
3. Cutting plier
4. Multimeter
5. Test Lamp

Hazard Analysis:

Risks associated

Injury due to electric shock-checking the machine in ON line.

Mitigating Measures

Ensure rubber hand-gloves and proper tools to be used while

Training needs:

1. Usage of tools and procedures how to check machine in ON line and OFF line.
2. Usage of PPE's



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Procedure:

- a) Get work permit from the concerned Electrical Section Supervisor.
- b) Open the covers of welding machine.
- c) Clean the welding machine by air blower.
- d) Discharge the capacitor before starting the inspection work.
- e) Check the incomer power isolator (ELCB/MCB/MCCB/RCBO).
Replace the faulty component, if required.
- f) Check the incoming cable for healthiness. Replace the cable, if required.
- g) Check the provision for double earthing. If not, arrange provision for double earthing.
- h) Check secondary socket/Flat for fitness. Replace the socket/Flat, if required.
- i) Check the power and control components for proper insulation.
Replace/correct the faulty component if required.
- j) Check the Voltage / Current Meters for proper display. Correct the same if required.
- k) Check the amperage adjustment potentiometer for proper functioning. Replace it if required.
- l) Check the base frame and travel wheel condition.
- m) Re-fix the welding machine covers.
- n) Check the welding machine for proper operation.
- o) Paste the fitness certificate sticker on the welding machine.
- p) Return the work permit to the concerned Electrical section supervisor.

Emergency / Emergency Shut OFF:

1. If any injury is there, inform to the Electrical Shift Engineer (251 / 9842994062) or Safety Department (523) or call Emergency number 9865160055



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Records/Annexure:

1. JSA is enclosed below.

JOB SAFETY ANALYSIS: (JSA)

Job Safety Analysis	Job: Lighting Maintenance	Date:	Analysis by:	Reviewed by:
Title of employee doing job: Electrician & Contract Employee	Supervisor: Section Supervisor	Department: Electrical	Section: Plant	Approved by:
Req'd/recommended PPE: Safety helmet, Safety shoe, Safety Belts & Rubber Gloves.				
Sequence of Basic Job Steps	Potential Hazards	Recommended Safe Job Procedure	What Could Go Wrong	Corrective Action
Switch Off & Isolation	Electric Shock	By using Hand gloves & Proper tools	Usage of Improper tools	Proper Switch off & Isolation methods
Maintenance Activities	Electric shock due to un-discharged components (or) Temporary power supply	Proper Discharging methods / Usage of Circuit Tripper	Live circuit / Usage of Improper tools / Tripper failure	Proper discharge methods / Ensuring Tripper operation