



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



Issue No. 02	Rev. No: 01	Effective Date: 22.05.2015	SOP/INST/03
Issued By: S & P		Approved By: Elect. & Inst Head	
SOP FOR Maint. Of Instrument Panels			

Scope/Purpose : This SOP is applicable to maintain the Instrument Panels and Equipments

Responsibility : Instrument Mechanic / Supervisor

Accountability : Section In-Charge

PPE:

1. Hand gloves
2. Safety Shoes

Tools:

1. Insulated Spanners / Tools
2. Multimeter / Ammeter / Calibrators

Hazard Analysis:

Risks associated

Electric shock

Mitigating Measures

Usage of Insulated tools and Safety shoes

Training needs:

1. First aid procedure
2. Calibration procedures

Procedures

Routine maintenance of Instrument Panels and Equipments, like external cleaning are to be carried out

Periodical calibration of Instrument Panels and Equipments are to be done

In case the Instrument Panels or Equipments are not working or faulty, proceed as mentioned below

- a) Get clearance for the work from CCR or Section Incharge, if the related process is running.
- b) Trouble shoot / repair the fault using the user manual as a guide
- c) Replace the faulty Electronic Card / Component



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- d) Calibrate the Instrument Panel or Equipment , if any calibration sensitive Electronic Card / Component is replaced.
- e) Inform CCR or Section Incharge about the completion of the work

RECORDS

Register for Maintenance of Instrument Panels and Equipments

Emergency / Emergency Shut OFF:

1. If electric shock is there, First aid will be given and inform to the Instrumentation department or Safety department or Call Emergency number 567 / 516/ 523/ 98651 77444.

Records/Annexure:

1. Refer Line clearance in Instrumentation department.
2. JSA is enclosed below.



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JOB SAFETY ANALYSIS: (JSA)

Job Safety Analysis	Job: Maint. of Instrmn Panels	Date:	Analysis by:	Reviewed by:
Title of employee doing job: Instrument Mechanic	Supervisor: Section Engineer	Department: Instrumentation	Section: Instrument Lab	Approved by:
Req'd/recommended PPE: Insulated Tools, Safety shoes				
Sequence of Basic Job Steps	Potential Hazards	Recommended Safe Job Procedure	What Could Go Wrong	Corrective Action
Switch ON the connected circuit	Electric shock	Ensure proper wiring & connections	Wrong connections	Wiring as per the drawing & ensure trip protection
Touching the connected probes / instruments	Electric shock	Switch OFF the circuit before touching	Electrostatic discharge / Improper electrical insulation	Discharge time to be maintained for capacitors / Use of proper instruments

HEAD E & I

HEAD TECHNICAL