

Port Talbot Site Operating Procedure
PT-OP-003: Cleaning Ferrous chloride solution pump filters

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1.00 PURPOSE AND SCOPE

This document gives instructions for the Port Talbot operators to maintain filters & ensure that they are kept in good working order. Cleaning is essential to ensure that there are no issues that could potentially stop the Tata pickling line.

2.00 DEFINITIONS

None

3.00 REFERENCES

None

3.01 Supporting Documents

Procedure 12: Training (QA Manual, EM Manual & Safety System Manual)

Procedure 15: Maintenance (QA Manual)

Procedure 46: Permit to Work (Safety System Manual)

Procedure 47: Method Statement (Safety System Manual)

Procedure 52: Risk Assessment (Safety System Manual)

Eng-OP008: Process Isolations

Form 1025: Spill Response Equipment Checklist

Form 1068: Pump cleaning log sheet

Form 2006: General Permit to Work

Form 2033: Isolation certificate

Form 2034: Isolation tag

Changes to this issue: First Issue under Industrial Chemicals Management Systems					
Originator	Title	Date	Approvals	Title	Date
 C. Harling	Environmental Manager	10/12/2015	 Mike Porretta	Site Manager	10/12/2015
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4.00 PROCEDURE

This procedure is generally undertaken on a weekly basis, to ensure the smooth operation of the process. All staff should be suitably trained & deemed competent to carry out this operation:

1. Using Procedure 46: Permit to Work, Form 2006: General Permit to work, is to be completed prior to the commencement of this task. Referenced on this permit should be the method statement and risk assessment for the task at hand. Procedures 47: Method statement & Procedure 52: Risk assessments give guidelines in completing these documents.
2. Form 2033: Isolation certificate must be completed prior to the isolation taking place & then Form 2034 Isolation tag must then be put into place to show that isolation has taken place. Ferrous chloride solution (FCS) pumps are to be isolated by pressing the stop button on the local isolators. The FCS pumps are located at the bottom of the basement stairs to the left hand side. Spill kits are to be made available when carrying out this activity & if used Form 1025: Spill Response Equipment Checklist is to be completed.
3. Close the inlet and outlet valves on the pump
4. Close the FCS tanks outlet valves. The FCS tank is located in the basement of the acid neutralising building
5. Isolate filter arm for filter to be cleaned
6. Remove filter clamp and cap
7. Remove filter from chamber and remove debris
8. Replace filter into chamber
9. Replace filter clamp and cap
10. Switch filter arm to clean other filter
11. Repeat as 5 – 9
12. Open FCS Tanks outlet valves
13. Open inlet and outlet valves to both pumps

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14. Remove isolations by pulling out the stop button on the local isolators & removing isolation tags.

Please note :

- The filter arm will point to which filter pot is open, this then isolates the other pot.
- The isolated pot is the pot that will have the filter removed.

15. If there any issues contact the TATA Team Leader by phone 3226

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