

For reference purpose only

**Battery limit interface document-electrical-
B016-606-16-50-OD-7810**

BATTERY LIMIT INTERFACE (ELECTRICAL) CPP PACKAGE

TENDER NO. B016-606-02-43-PG-T-7810

PROJECT : VISAKH REFINERY MODERNISATION PROJECT

UNIT : 606

OWNER : HPCL VISAKHAPATNAM

PMC : EIL

JOB NO. : B016

B	20.09.2017	REVISED AND RE-ISSUED WITH ADDENDUM	GK	AS	PG
A	23.05.2017	ISSUED FOR TENDER	GK	AS	PG
Rev. No	Date	Purpose	Prepared by	Checked by	Approved by

ELECTRICAL INTERFACES BETWEEN CONTRACTOR AND OWNER

The following table defines the requirements on the specific areas of interfaces between Contractor and Owner. This shall however be read in conjunction with design data, scope and other specifications, drawings etc. attached with the bid package:

S No.	INTERFACE DESCRIPTION	EPCC CONTRACTOR	OWNER/ OTHERS
1.	GENERAL		
1.1	Supply of 220kV cables including supply of 220kV GIS side plug/socket for termination of 220kV cable		✓
1.2	Laying, termination at both ends of FIM 220kV cables from sending end 220kV GIS to 220/66kV & 220kV/33kV transformers including supply of pre moulded 220kV end termination kits, screen bonding arrangement for cables, link boxes with and without SVL.	✓	
1.3	Supply, installation and termination of control cables and feeder differential cables from sending end 220kV GIS to 66kV GIS in CPP	✓	
1.4	Supply and installation of differential relays to be installed in 220kV GIS for 220/66kV & 220kV/33kV transformers		✓
1.5	2 nos 220/66kV, 80/100MVA transformer with OLTC and RTCC	✓ (installation, testing & commissioning)	✓ (supply)
1.6	Supply, installation and termination of 66 KV cables and control cables from sending end 66kV GIS to downstream Owners 66KV GIS panels. (Suitable Plug/socket arrangement for termination of Owners 66KV cables at 66kV GIS panels shall be part of GIS panel to be supplied by the contractor. Cable datasheet will be provided to Contractor).		✓
1.7	Supply, installation and termination of 11 KV power cables and control cables from sending end 11kV utility switchboard and 11kV emergency switchboard to downstream Owners switchboards.		✓
1.8	Supply, installation and termination of FO cable for feeder differential protection from sending end 66KV GIS to Owner's downstream 66kV GIS panels and 11kV utility switchboard to Owner's downstream 11kV Switchboard		✓
1.9	Supply, mounting and wiring of sending end feeder differential numerical relay for differential protection in 66kV GIS for Owner's 66kV cables and 11kV utility switchboard for Owner's 11kV cables to downstream switchboards.	✓	

B

S No.	INTERFACE DESCRIPTION	EPCC CONTRACTOR	OWNER/ OTHERS
	Make and model no. of differential relay at sending end shall be intimated to Owner/PMC by contractor during detail engineering. The identical make & model receiving end relay will be supplied and installed by Others in receiving end switchboard.		
1.10	Supply, installation and termination of 33kV power cables, control cables and differential cables from sending end 33kV GIS to existing SWGR-270 and from 33kV GIS to existing 25MVA transformers feeding SWGR-200 in existing CPP.	✓	
1.11	Supply, mounting and wiring of feeder differential relays (both ends) for plant feeder to SWGR-270 and transformer cum feeder differential relay for transformer feeder to SWGR-200.	✓	
1.12	Supply, installation, termination and jointing of 33kV cables from 33kV GIS to straight through joint location in existing 33kV cables to switchgear 71-HV-111 including straight through jointing kit This includes cutting of existing 33kV cables from existing HT-269 to 71-HV-111 at suitable location within CPP and jointing to new 33kV cable from 33kV GIS using straight through joints.	✓	
1.13	Disconnection, relocation and reuse of existing P543 differential relay from existing HT-269 to new 33kV GIS for feeder to 71-HV-111.	✓	
1.14	Supply, installation and termination of control cables and differential cables from 33kV GIS to existing switchgear 71-HV-111		✓
1.15	Supply, installation, connection, testing and commissioning of cables/ busduct for power connection between generator & Generator transformers, Generator transformers & 66kV switchboard.	✓	
1.16	Supply, installation and termination including testing and commissioning of power & control cables for CPP package not limited to following <ul style="list-style-type: none"> - from SS-93 to SS-94 - from SS-94 to CPP control room - within CPP package within SS-93, SS-94, control room, DG room - from SS-93 (33kV GIS) to existing switchgear 	✓	
1.17	Supply, laying, termination, testing and commissioning of control cables from HV & MV switchboards in SS-94 to IO panels located in SS-94 & DCS/PLC located in Rackroom and control	✓	

S No.	INTERFACE DESCRIPTION	EPCC CONTRACTOR	OWNER/ OTHERS
	cables from MOV actuators in ISBL areas to DCS/PLC located in rack room including cables, cable tray/trenches for complete route, cable glands, lugs and material.		
1.18	<p>Providing cable trays, RCC trenches, structural supports, road crossings including sand filling of RCC trenches after laying of cables not limited to the following:</p> <ul style="list-style-type: none"> - within CPP package battery limit - ISBL for incoming owner's cables - From SS-93 to SS-94 and CPP package equipment - From SS-94 to CPP package, DG room - From SS-93 (33kV GIS) to Owners existing substations / switchgears - From SS-93 to Owners 220kV GIS building 	✓	
1.19	Providing civil foundations including foundations for transformer, capacitors; providing cable trays, structural support for cable trays inside the substations (SS-93 & SS-94), cable trenches & cable trays with supports in control room for contractor cables and owner cables, including complete engineering, equipment layout, cable trays, earthing, including supply of all materials.	✓	
1.20	Complete layout engineering for owner's incoming cables, drawings, battery limit coordinates for interface.	✓ (ISBL) Including cables to existing switchgear	✓ (OSBL)
1.21	Providing cut-outs, civil foundations, cable trays, structural support for cable trays inside the substations for installation of Owner supplied equipment such as DGFAP, ECS RTU panels, FCS rack, owner cables, including complete engineering, equipment layout, cable trays, earthing, including supply of all materials	✓	
1.22	Supply, laying, termination of control cabling from 220kV GIS to 66kV GIS, 33kV GIS, SCAP and other control panels including interface cabling to SCAP panel, control/indication, supply of all equipment, material and hardware as required to meet operation and control philosophy requirements	✓	
1.23	Connection of ISBL earthing grid of CPP package to nearest overall complex plant earthing grid as per as per bid document.	✓	
1.24	Obtaining equipment data and information through Owner/EIL from various EPCC / package contractors required for carrying out the system study for the entire complex including preparation of all related documents and necessary co-ordination with various Project Contractors.	✓	

S No.	INTERFACE DESCRIPTION	EPCC CONTRACTOR	OWNER/ OTHERS
1.25	Power system study for the entire complex (existing + VRMP) including preparation of report, Relay coordination/settings, drawings and documents as required, implementation, collection of all data, documents and information from Owner and various packages.	✓	
1.26	All hardware and software including relay customization, data acquisition, annunciation for substation equipment and necessary coordination with other contractor/ agency.	✓	
2.	FIRE ALARM SYSTEM		
2.1	FA system engineering ISBL CPP package including the peripheral roads of the unit, substation buildings, control room, preparation of FA layout drawings, block diagram, battery limit coordinates for interface of FA data highway FO cable.	✓	
2.2	Supply of fire alarm equipment/devices FIM quantities as mentioned in bid document i.e. DGFAP, multi sensor addressable detectors, manual call point safe area, manual call point explosion proof, fault isolators, hooters, exit signs, siren etc.		✓
2.3	Supply of additional quantity of fire alarm equipment/devices, over and above the free-issued equipments, if required by the Contractor based on detail engineering and as per observations of Client/PMC during drawing review. Make of devices shall be of identical make, type & model no. as that of the free-issued equipments.	✓	
2.4	Installation of Fire alarm system equipment/devices (free issued by the owner and additional quantity by contractor) complete with installation supports, hardware, accessories, supply and installation of junction boxes for detectors mounting and control relays mounting in <ul style="list-style-type: none"> - Substation buildings SS-93 & SS-94, DG room - CPP Control Room. - Within CPP package 	✓	
2.5	Supply, laying, termination testing and commissioning of fire alarm devices loop cables & hooter/exit signs power supply loop cables from DGFAP located in CPP control room to FA equipment/devices as listed below as minimum for type-A loops, serial & hardwired cables from DGFAP for interface with F&G, clean agent system, HVAC, PA system etc. including all labour and material. : <ul style="list-style-type: none"> - Substation buildings SS-93 & SS-94, DG room 	✓	

S No.	INTERFACE DESCRIPTION	EPCC CONTRACTOR	OWNER/ OTHERS
	<ul style="list-style-type: none"> - CPP Control Room. - Within CPP package 		
2.6	Interface of the Contractor supplied fire alarm system for GTGs & STGs with Owner's FA system, including supply, laying, termination of all cables, trays, trenches, supports etc)	✓	
2.7	Input power supply (415V/240V) to DGFAP including providing feeder in emergency board/ELP, supply, laying and termination of power supply cable from feeder up to DGFAP.	✓	
2.8	Supply and installation of self-luminous exit sign in addition to FIM powered addressable exit signs.	✓	
2.9	Supply, laying, termination, testing and commissioning of incoming FA data highway FO cable to DGFAP.		✓
2.10	Providing 415V normal power supply to siren including feeder in ASB, power cabling up to siren located on building roof top.	✓	
2.11	Provision of space for free standing DGFAP in CPP control room, Installation, structural supports, floor cut-outs, civil foundations for FIM DGFAP, cable terminations.	✓	
2.12	Providing cable trays, RCC trenches, supports, road crossings for the FA cables including, sand filling of RCC trenches <ul style="list-style-type: none"> - within CPP package - DGFAP to devices within substations SS-93 & SS-94, control room, DG room - ISBL for FA data highway FO cables 	✓	
2.13	Providing, cable trays inside the CPP control room for owner FA data highway FO cables, space in ISBL cable trays, building MCT entries for owner's data highway fire alarm cables.	✓	
2.14	Co-ordination, assistance and interface support to vendor of the fire alarm system for testing and successful commissioning of the system (testing and commissioning shall be done by OEM or its authorized agency)	✓	
3.	PLANT COMMUNICATION SYSTEM		
3.1	Plant Communication system engineering ISBL of CPP package, substations, control room, preparation of Plant communication layout drawings, block diagram, speech diagram, battery limit coordinates for interface of incoming Plant communication cables, plant communication cables for other package contractors.	✓	

S No.	INTERFACE DESCRIPTION	EPCC CONTRACTOR	OWNER/ OTHERS
3.2	Supply of Plant communication system equipment/devices FIM quantities as mentioned in bid document e.g. FCS, Loud speakers, beacon, etc.		✓
3.3	Supply of additional quantity of plant communication equipment/devices, over and above the free-issued equipments, if required by the Contractor of identical make, type & model no. as that of the free-issued equipments.	✓	
3.4	Installation of plant communication system equipment/devices (free issued by the owner and additional quantity by contractor) including supply, installation, testing and commissioning of PA ISBL JB, junction boxes, installation materials in the following including structural supports etc. including all labour and material <ul style="list-style-type: none"> - Substation buildings SS-93 & SS-94, DG room - CPP Control Room. - Within CPP package 	✓	
3.5	Supply, laying, termination testing and commissioning of communication cables from FCS rack to ISBL plant communication equipment/devices as listed below as minimum including cable glands, lugs, cable terminations all labour and material. <ul style="list-style-type: none"> - Substation buildings SS-93 & SS-94, DG room - CPP Control Room. - Within CPP package 	✓	
3.6	Design, Supply and installation of acoustic hood for FCS in noisy area.	✓	
3.7	Supply, laying, termination, testing and commissioning of communication cables from the complex plant communication exchange located outside the unit to FCS rack in Contractor scope.		✓
3.8	Providing UPS power supply to Owner's FCS rack (Load- 10KVA) including capacity in UPS system, feeder in UPS ACDB, power cabling to FCS rack.	✓	
3.9	Provision of space for free standing FCS racks in rack room, Installation, structural supports. floor cut-outs, civil foundations for FIM FCS rack, cable terminations.	✓	
3.10	Providing cable trays, RCC trenches, supports, road crossings for the PA cables including sand filling of RCC trenches <ul style="list-style-type: none"> - within CPP package - FCS rack to devices within substations SS-93 & SS-94, control room, DG room - ISBL for Plant communication incoming cables 	✓	

S No.	INTERFACE DESCRIPTION	EPCC CONTRACTOR	OWNER/ OTHERS
3.11	Providing, cable trays inside the unit SRR for owner Plant communication incoming cables, space in ISBL cable trays, building MCT entries for owner's Plant communication incoming cables.	✓	
3.12	Co-ordination, assistance and interface support to vendor of the plant communication system for testing and successful commissioning of the system. (testing and commissioning shall be done by OEM or its authorized agency)	✓	
4.	TELEPHONE SYSTEM & POWER SUPPLY FOR LAN SYSTEM		
4.1	Telephone system engineering ISBL of the CPP package, substations, control room, preparation of Telephone layout drawings, block diagram, battery limit coordinates for interface of incoming Telephone system cables.	✓	
4.2	Supply & installation of telephone exchange, networking equipment, including telephone cabling from telephone exchange located outside the unit to the unit telephone MDF		✓
4.3	Supply of telephone instruments for safe & hazardous area for <ul style="list-style-type: none"> - Substation buildings SS-93 & SS-94, DG room - CPP Control Room. - Within CPP package 	✓	
4.4	Wiring/cabling including supply of wires, cables, conduits from unit telephone MDF onwards to each telephone point/socket /instrument.	✓	
4.5	Supply & installation of telephone MDF with Krone tag blocks, telephone JB's, cable glands, telephone socket outlets RJ-11 type plug-in jacks, telephone instruments as required.	✓	
4.6	Supply, installation, testing and commissioning of LAN UPS system, UPS power supply wiring for each LAN nodes/sockets & LAN Ether switches, supply & installation of wires, cables, conduits, sockets etc. for distributing LAN UPS supply.	✓	
4.7	Providing cable trays, RCC trenches, supports, road crossings for the following including sand filling of RCC trenches after laying of telephone cables by other EPCC contractor. (Owner's cable detail will be finalized during engineering) <ul style="list-style-type: none"> - within CPP package - from Substation buildings to control room, DG room - ISBL for telephone incoming cables 	✓	
4.8	Providing, cable trays, and RCC trenches inside the buildings for owner telephone cables, space in ISBL	✓	

S No.	INTERFACE DESCRIPTION	EPCC CONTRACTOR	OWNER/ OTHERS
	cable trays/ trenches, building MCT entries for owner's cables.		
4.9	Telephone wiring / cabling from telephone JB's of the unit to a common Telephone MDF for interconnection with owner's incoming telephone cable, jelly filled telephone cabling for outdoor location.	✓	
4.10	Providing power supply to hazardous area telephone instruments including feeders in power panel, power cabling to instruments.	✓	
4.11	Co-ordination, assistance and interface support for successful testing and commissioning of telephone system ISBL.	✓	
5.	ELECTRICAL CONTROL SYSTEM		
5.1	Supply, installation testing and commissioning of the complete complex level ECS system (excluding IO panels and the connectivity to field devices)		✓
5.2	Inter-panel wiring / cabling from RTU panels to the transducer panel, interposing relay panel and dummy panel for the AI, DI, DO & AO signals for integration and centralized monitoring and control of CPP package.		✓
5.3	Cabling from field equipment (switchgear, control gear, transformers, SCAP, relay control panels, DG set, power transformer OLTC etc.) to interposing relay panel and from field equipment (switchgear, transformer, UPS, DC system, VFD, SCAP, relay control panels, DG set etc.) to dummy panel and transducer panel.	✓	
5.4	Supply, installation, termination, testing and commissioning of ECS data highway cables to RTU panels.		✓
5.5	Infrastructure for ECS data highway cables ISBL, supply & installation of solid-bottom box-type GI cable tray with cover and/or dedicated RCC trench as applicable inside the battery limit, sand-filling of trench after HDPE ducts of data highway FO cables are laid, cable tray supports etc.	✓	
5.6	Providing Electrical cable tray on the topmost tier within substation buildings cellar and solid-bottom box-type GI cable tray with cover inside electrical cable tray for data highway cables.	✓	
5.7	Earthing of ECS-RTU panels FIM.	✓	
5.8	Supply, laying & termination of Interface serial cables from Data concentrator to ECS RTU.		✓
5.9	Installation of RTU panels FIM in uniform line up with ECS interface panels supplied by contractor (transducer panel, interposing relay panel & dummy panel) in substation air conditioned ECS room,	✓	

S No.	INTERFACE DESCRIPTION	EPCC CONTRACTOR	OWNER/ OTHERS
	structural supports, floor cutouts, civil foundations.		
5.10	Providing AC & DC power supply to ECS-RTU panels & ECS interface panels, feeders in DCDB and power supply cables to ECS RTU and ECS interface panels.	✓	
5.11	Co-ordination, assistance and interface support to vendor of the ECS for testing and successful commissioning of the system (testing and commissioning shall be done by OEM or its authorized agency)	✓	
5.12	Centralized outdoor lighting control: interface with ECS RTU provided ISBL including supply, laying and termination of all interface cabling, accessories, labour and material.	✓	
6.	OTHER COMMON FACILITIES		
6.1	Providing equipment supports and material for all electrical equipment to be installed in control room including engineering layout etc.	✓	
6.2	Providing cable trays, cable supports, MCTs etc. for all owner's power and control cables with in control room	✓	
6.3	Providing 3nos motor feeders in HV switchboard (Owner's load: 650kW to be considered for equipment sizing)	✓	
6.4	Providing 4 nos. 63A MCCB contactor lighting feeders in LDB for owner's use. (Owner's load - 80KVA). Sizing of Lighting transformer, LDB should be done considering owner's loads also.	✓	
6.5	Providing 2 nos. 63A MCCB feeders in Auxiliary Service Boards for owner's use. (Owner's load - 30KVA to be considered for equipment sizing)	✓	
6.6	Providing 2 nos. 250A MCCB contactor feeders in MV switchboards for owner's use. (Owner's load – 150 KVA to be considered for equipment sizing)	✓	
6.7	Providing 2nos 800A ACB feeders in one of the PCC for Owner's use (Owner's load – 300kVA to be considered for equipment sizing).	✓	
6.8	Providing 3 nos. motor FVNR feeders up to 55kW in MCC for owner's use. Rating of FVNR feeders shall be informed during detail engineering.	✓	
6.9	Providing UPS load for Owners supplied DCS/PLC system in contractor UPS system and requisite feeders for the same in contractor UPS ACDB. In addition 10kVA load shall be considered for Owners PA system FCS rack. (Refer instrumentation section for UPS power supply requirement of Owners supplied DCS/PLC in SRR)	✓	
6.10	Outgoing feeders as indicated in SLD for 66kV GIS, 33kV GIS, 11kV utility switchboard, 11kV	✓	

S No.	INTERFACE DESCRIPTION	EPCC CONTRACTOR	OWNER/ OTHERS
B	emergency switchboard		
	6 nos feeders shall be provided for Owners use in UPS ACDB. Rating of the feeders shall be informed during detail engineering	✓	

Specification for electrical equipment
installation-6-51-0081

विद्युत उपकरणों के लिए स्थापना विनिर्देश

SPECIFICATION FOR
ELECTRICAL EQUIPMENT
INSTALLATION

4	21.05.14	REAFFIRMED & ISSUED AS SPECIFICATION	FA	SA	BRB	SC
3	25.04.08	REVISED & ISSUED AS SPECIFICATION	RKS	SSM	JMS	VC
2	28.02.03	REVISED & ISSUED AS SPECIFICATION	HKM	RSG	VPS	SKG
1	26.08.97	REVISED & ISSUED AS STANDARD SPECIFICATION	RR	VPS	SG	AS
0	28.08.81	ISSUED AS STANDARD SPECIFICATION	RR	RR	SGG	--
Rev. No	Date	Purpose	Prepared by	Checked by	Standards Committee Convenor	Standards Bureau Chairman
Approved by						

Abbreviations:

AC	:	Alternating Current
ACDB	:	AC Distribution Board
AL	:	Aluminium
BIS	:	Bureau of Indian Standards
CCoE	:	Chief Controller of Explosives
CD	:	Compact Disc
CEA	:	Central Electricity Authority
CIMFR	:	Central Institute of Mining and Fuel Research
CT	:	Current Transformer
CTC	:	Carbon Tetrachloride
CU	:	Copper
DC	:	Direct Current
DCDB	:	DC Distribution Board
DGMS	:	Directorate General of Mines and Safety
Ex(d)	:	Flameproof
FRP	:	Fibre Reinforced Plastic
HV	:	High Voltage
IR	:	Insulation Resistance
IS	:	India Standard
LV	:	Low Voltage
HMI	:	Human Machine Interface
MV	:	Medium Voltage
OISD	:	Oil Industry Safety Directorate
OSR	:	Oil Surge Relay
OTI	:	Oil Temperature Indicator
PF	:	Power Factor
PI	:	Polarisation index
PRV	:	Pressure relief Valve
PT	:	Potential Transformer
SLD	:	Single Line Diagram
UPS	:	Uninterrupted Power Supply
VRLA	:	Valve Regulated Lead Acid
WTI	:	Winding Temperature Indicator

Electrical Standards Committee

Convener: Mr. B.R. Bhogal

Members: Ms. S. Anand
Mr. Parag Gupta
Mr. M. K. Sahu
Mr. A.K. Choudhury (Inspection)
Ms. N.P. Guha (Projects)

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1.0 SCOPE

This specification defines the requirements for the installation, field inspection, testing and commissioning of electrical equipment, forming part of electrical power distribution and utilisation system, including Communication and Fire alarm system.

2.0 CODES AND STANDARDS

- 2.1** The work shall be carried out in the best workmanlike manner in conformity with this specification, EIL Installation Standards, layout drawings and to the following specifications/ codes of practice of Bureau of Indian Standards and OISD standards.

SP-30 (BIS)	National Electrical Code.
IS:7816	Guide for testing Insulation resistance of rotating machines.
IS:10028 (Part-2)	Code of practice for selection, Installation and maintenance of transformers; Part 2 : Installation.
OISD 137	Inspection of Electrical Equipment.
OISD 147	Inspection and safe practices during electrical installations

- 2.2** In addition to the above it shall be ensured that the installation conforms to the requirements of the following as applicable:

- a. CEA Regulations.
- b. Regulations laid down by CEA/Electrical Inspectorate.
- c. Regulations laid down by CCoE/DGMS (as applicable).
- d. The petroleum rules (Ministry of Industry Government of India).
- e. Any other regulations laid down by central/state/local authorities and Insurance agencies.

3.0 INSTALLATION OF EQUIPMENT

Prior to start of installation of the electrical equipment, Contractor shall verify that equipment and complete materials have been received. Handling, shifting to required site location, installation, testing and commissioning of all electrical equipment shall be done by contractor with utmost care. Manufacturer's instructions and the requirements given in their technical manuals shall be strictly adhered. The substation/switchgear room wherein the equipment shall be installed shall be kept clean, dry and free from all debris. Panel floor cutouts not in immediate use shall be suitably covered to avoid any mishap. When handling the switchboard panels, care shall be taken to observe the correct lifting arrangements and to make sure that slings are attached to the manufacturer's designated lifting points, where applicable. No parts shall be subjected to undue strains or sudden stresses which could cause damage to the equipment.

The lifting position mark indicated on packing casing shall be adhered to strictly, for keeping it in required vertical position.

Contractor shall check and report to the Engineer-in-charge about any damaged item and / or missing component for getting the same replaced as per specifications. During installation, all accessories and loose items shall also be inspected by the contractor before their assembly/mounting.

3.1 Switchboards and Bus Ducts

- 3.1.1 The term switchboard here includes all HV / MV/ LV switchboard panels, motor control centers, power and lighting distribution boards, UPS panels, ACDB, Battery charger panels, DCDB etc.

The switchboard panels shall be handled with care, avoiding any impact to the equipment. Dragging of the panels directly on floor shall be avoided. Roller bars may be used for shifting of panels. Use of a crane and trailer shall be made for handling of equipment. The switchboard panels shall be properly supported on the truck or trailer by means of ropes to avoid any chance of tilting. The switchboards shall be lifted after ensuring that panel supports, nuts and bolts are all intact and tightened. While lifting the panels in packed conditions, utmost care shall be taken to avoid any damage to insulators, bushings, metering and protective equipment and if specified in the tender document tyre mounted hydraulic trolley shall be used.

The panels shall be preferably kept inside the packing cases till foundations are ready. Proper rain/sun/dust protection shall be ensured till switchboards are installed.

- 3.1.2 The switchboard panels shall be installed on prepared foundations or floor cutouts. Steel base channels shall be welded to inserts provided in floor slab. Cross members shall be provided at the junctions of each shipping section and other places as required.. It shall be ensured that the base plate level of HV switchboard shall match with the finished floor level.

The foundation pockets and the grouted bolts shall be cured for a minimum period of 48 hours. Proper level of base frames shall be maintained throughout and shall be checked with water level/spirit level. Steel Shims shall be provided below base frame wherever required.

- 3.1.3 The switchboard panels shall be taken out from the packed cases and shifted one by one to their proper place. All the panels shall be assembled, aligned and leveled. Alignment of panels shall be checked in both longitudinal and lateral directions. It shall be ensured that panel to panel coupling bolts, bus bar links etc. fit properly without any strain on any part. No new holes for jointing of the panels other than those recommended by the vendor shall be drilled. No gaps shall be left between the panels. Gap if any found between panels shall be suitably sealed using sealing compound or T-profile. The lifting, racking in and out operation of the breaker and all other motions shall be free from any obstruction.

The panels shall be checked for correct vertical position using Plumb line and spirit levels. The switchboard panels shall be tack welded at suitable intervals to base channel.

After erection of switchboard panels, all uncovered portions of floor cutouts shall be covered with 6 mm thick removable chequered plates finished with floor level. The design of the chequered plates shall be such that the maximum allowable deflection is $L/200$ (where L is the span of the chequered plates in meters) for a live load of 500 kg./sq. meters.

Additional stiffer shall be provided at the bottom if required. Suitable lifting arrangements shall be provided for chequered plates. The chequered plates shall be painted with a coat of red oxide zinc chromate primer after proper surface preparation as per specifications. Where specified, panels' cutouts provided for future use shall be filled with lean concrete.

- 3.1.4 After completion of Installation of switchboards, all the cubicles, switchboard components such as switches, starters, CT and PT chambers, bus bar chamber shall be cleaned and checked for tightness of all the components.

Vacuum circuit breakers shall be checked for integrity of bottle seals. All loosely supplied items shall be fitted up. Bus bar sections or links shall be inserted and where specified, of high

voltage equipment shall be insulated. Interconnection wiring between shipping sections shall be done by contractor.

All the wiring connections shall also be checked. Contact resistance of all bus bar joints and contactors shall be checked. Insulator shall be checked for any damage. All the starters, switches, contacts shall be cleaned with CTC where required.

All the moving parts shall be checked for easy and free movement. Hinges of panel doors shall be lubricated to give free and noise less movement. All openings shall be kept completely closed to avoid ingress of any foreign particles inside the panel.

Functional scheme verification of individual feeder shall be carried out and minor wiring modifications in the panel wiring, if required shall be done as per the directions of Engineer-in-charge. Special attention shall be paid to CT circuits' polarity, wiring continuity and correctness in the protection as well as measurement circuits. Auto transfer scheme shall be simulated and verified. During the course of scheme verification tests, defective components if any shall be taken out, after bringing to the notice of Engineer-in-charge. The same shall be replaced by component supplied by owner.

- 3.1.5 Where switchboard is damp or having a low IR value due to damaged insulators/bushings/any other insulated parts, or any other reason, the entire switchboard shall be dried-up according to the instruction of the Engineer-in-charge for the IR value to improve to a safe level for commissioning. Care shall be taken to protect the surrounding insulation from direct local heating during the drying up process.
- 3.1.6 All the metering instruments, protective relays and other relays and contactors shall be tested as per manufacturer's recommendations and according to the instructions of the Engineer-in-charge. Protection relays shall be inserted and connected and settings adjusted as required by the Engineer-in-charge
- 3.1.7 All moving parts, of closing/tripping mechanism, racking in and racking out mechanism, spouts and shutter closing mechanism shall be checked for proper operation. All the auxiliary contacts of breaker shall be checked-up, cleaned and contact pressure measured.
- 3.1.8 All the control wiring, PTs, bushings, bus bars, other live parts of switchgear, incoming and outgoing cables shall be meggered.
- 3.1.9 Electrical simulation tests shall be carried out for all the protective, alarm and annunciation relays and external interfaces to ascertain proper functioning.
- 3.1.10 Safety insulation mats of approved make and of required voltage grade shall be provided in the sub-station.
- 3.1.11 **Pre-Commissioning Check List**

Before commissioning any switchboard, following points shall be checked and ensured for safe energising of the switchboard:

- i. That the installation of equipment to be commissioned is complete in all respects with its auxiliaries and all other mounting including earthing. Openings in floor within and outside panels have been sealed off. All cover and door gaskets are intact to make the enclosure vermin proof.
- ii. That all the metering instruments have been checked and found in working order. Indicating lamps are healthy and are in correct position. All power and control fuses are of proper rating.

- iii. That the polarity test and ratio test of all the PTs and CTs is complete and phase sequence of CTs conforms to the correct vector group connections. Wiring continuity and correctness are ensured in the protection and measurement circuits. Polarity of D.C. supply for all the circuits is correct.
- iv. That the high voltage tests of incoming and outgoing cables have been conducted and results are satisfactory.
- v. That all the protective relays including both conventional and microprocessor based numerical relays and thermal overload relays/electronic motor protection relays have been tested for secondary injection tests. (Primary injection tests shall be carried out for differential protection, Restricted Earth fault protection at full / reduced current to ensure correctness of complete wiring). Relay settings, status indications, fault annunciations, data logging, display of switchboard SLDs shall be verified from HMI in case the same is provided.
- vi. That IR Value has been recorded for bus bars, circuit breaker, incoming and outgoing cables, control wiring and potential transformers. Where required joint resistance of bus bars have been recorded and found to be satisfactory. All the surroundings and panels have been cleaned and temporary earth leads have been removed.
- vii. Following tests shall be ensured for all CTs
 - Insulation resistance test
 - Ratio test through primary injection
 - Polarity test
 - Knee point voltage for class PS CTs
- viii. Following tests shall be ensured for all PTs
 - Insulation resistance test
 - Ratio test through primary injection
 - Polarity test
- ix. Following tests shall be ensured for all breakers
 - Insulation resistance test
 - Breaker closing, opening sequence using 3 pole timers
 - High voltage test both in open and close condition for HV breaker
 - Contact resistance of all three poles using 100A DC Kit
- x. Following tests shall be ensured for all meters
 - Calibration of meters
 - Functional verification and settings
- xi. Following tests shall be ensured for all relays
 - Secondary injection test
 - Relay settings
 - Timing check with timers
 - Any other test recommend by the supplier
- xii. Following tests shall be ensured for all bus bars
 - Tightness of all nuts/bolts using Torque wrench
 - IR value
 - Contact resistance using 100A DC Kit
 - Cleaning of bus bar chamber using vacuum cleaner
 - Conducting jelly shall be applied on AL/CU joints as per manufacturer's recommendations
 - HV test in case of HV switchboard

- xiii Following tests/Checks shall also be performed on the switchboards
- Functional verification of individual feeders including all spare feeders
 - Simulation test for under voltage tripping of related feeders such as motor feeder, capacitor feeders etc
 - Verification of control supply schemes
 - Stability test for all differential protections
 - Simulation test for bus auto/manual change over scheme
 - Checks for all panel illuminations, indicating lamps, sockets
 - All upstream and down stream interlocks

3.1.12 Bus Ducts

The bus ducts as per issued drawings will be supplied in parts and all the parts shall be assembled and the bus bar connections shall be made at site. The insulators in bus ducts shall be inspected for any possible damage during transit and the defective ones shall be replaced. The insulators shall be cleaned. Contact surface of bus bars, bus bar bolts and nuts shall be thoroughly cleaned. Petroleum jelly shall then be applied and bolted connection made. The bus duct enclosure shall be checked for earth continuity and then earthed at two places. The bus duct shall be properly supported between switchgear and transformer. The opening in the wall where the bus duct enters the switchgear room shall be completely sealed to avoid rain water entry. Expansion joints, flexible connections etc. supplied by the manufacturer of the bus duct shall be properly connected. The bus duct levelling shall be checked with spirit level and pendulum weight.

Pre-commissioning check list

Before commissioning any bus duct, following points shall be checked and ensured for safe energising of the bus ducts

- All joints are tightened using torque wrench
- Cleaning of bus duct chamber with vacuum cleaner
- Silica gel breather shall be connected if supplied. If required, silica gel shall be reactivated as per the instruction of engineer in charge.
- Space heater circuit shall be checked and tripping through thermostat shall be ensured
- Contact resistance shall be measured for all phases/neutral using 100A DC kit
- High voltage test in case of HV bus ducts

3.2 Transformers

Transformers on receipt at site shall be unloaded by means of crane or lifting devices of adequate capacity. All lifting lugs shall be used to avoid unbalanced lifting and undue stresses on lugs. Lifting lugs if any provided for partial lifting (e.g. for active part, conservator) etc. shall not be used for lifting complete transformer. Parts other than those identified for lifting of the transformer shall not be used for lifting. While slinging, care shall be taken to avoid slings touching other parts.

- 3.2.1 Before lifting transformer, it shall be ensured that all cover bolts are tightened fully. In case when it is necessary to use jacks for lifting, projections provided for the purposes of jacking shall be used. Lifting jacks shall not be used under the valves or radiator tubes. For transporting transformers from stores to site, the transformers shall be loaded on a suitable capacity truck or trailer. The transformers shall be properly supported by steel ropes and stoppers on the trailer to avoid tilting of the transformers in transit due to jerks and vibrations. At no instance, the transformer shall be kept on bare ground. Where it is not possible to

unload the transformer directly on a foundation, it shall be unloaded on a properly built wooden sleeper platform. A transformer shall never be left without putting stoppers to the wheels.

3.2.2 Transformers shall be examined, for any sign of damage in transit. Particular attention shall be given to the following in this regard.

- i. Dents on tank wall or cooling tubes, radiators
- ii. Damage to protruding parts like valves, sight glass etc.
- iii. Loosening of bolts due to vibration in transit.
- iv. Cracked or broken bushings.
- v. Oil leakage particularly along welds.

If any thing adverse is noted, the same shall be brought to the notice of Engineer- in- charge.

3.2.3 Contractor shall examine the transformer base, oil pit, fire walls and foundations made by the civil contractor. It shall be ensured that oil spills can not propagate along cable trenches. Any discrepancy noted will be brought to the notice of Engineer- in- charge. Transformers shall be placed on channels or rails over concrete foundations. The transformers shall be levelled, aligned and checked for free movement on the channels or rails. Stoppers shall be provided to the transformers immediately to prevent any movement. Normally transformers upto 1000 kVA rating shall be received duly fitted with radiator tubes, conservator tanks, valves, wheels and other accessories. While the transformers of above 1000 kVA rating may be supplied with loose accessories. All the accessories like radiators, cooling fans, valves, conservator tanks, explosion vent pipe, bushings and other devices which are supplied in different packages shall be checked for any transit damage and cleaned thoroughly before fixing on the transformer. All loosely supplied parts shall be assembled as per manufacturer's instruction manuals/ drawings and documents. All the connections for CTs bushings and other wiring shall be checked for tightness and correctness before replacing the lid or tightening all the bolts. Gravels shall be filled in the transformer bay, soak pit as per requirement.

3.2.4 Topping of transformer with oil

Before topping up with oil, transformer shall be fitted with all accessories such as valves, gauges, thermometers etc. Oil samples shall be taken from each drum and tested for determination of dielectric strength. Any sign of leakage of the barrel or of its having been opened shall be recorded and reported. It is necessary to filter the oil before the transformers are filled. It shall be ensured in oil filling operation that no air pockets are left in the tank and that no dust or moisture enters the oil. All air vents shall be opened. Oil shall be filled through a streamline oil filter using metal hose. To prevent aeration of the oil, the transformer tank shall be filled through the bottom drain valve. In a transformer with conservator tank, the rate of oil flow shall be reduced when the level is almost upto the bottom of the main cover to prevent internal pressure from rupturing the pressure relief-pipe diaphragm. Sufficient time shall be allowed for the oil to permeate the transformers and also for the locked -up air bubbles to escape. Any air accumulation in the buchholz relay shall be released.

3.2.5 Transformer Oil

- i. Sample of oil from the transformer shall be taken from the bottom of the tank.
- ii. **Testing of Oil**
For dielectric test, the oil shall be tested as described in IS: 335. The oil shall also be tested for acidity in accordance with the methods prescribed.

3.2.6 Drying out of the transformers, if required, shall be carried out and record maintained in accordance with IS: 10028. Normally a streamline filter shall be used for drying-up. IR value

versus time of both windings along with OTI/WTI and filtrations machine temperature curve for IR value Vs time shall also be plotted and recorded during the drying-up process.

Precautions when drying

- i. The maximum sustained temperature to which transformer oil may be subjected shall be limited to 80⁰ C.
- ii. The transformer shall be carefully monitored throughout the drying out process and all observations shall be carefully recorded.
- iii. Drying out shall be continued so that the insulation resistance as prescribed in the standard code of practice is attained and the value remains constant for more than 12 hours. However, a minimum number of cycles shall be done for each transformer as found necessary by the Engineer-in-charge. Generally a Megger reading of 2 megohms / kV at 60⁰ C temperature. with a 5 kV Megger may be a rough indication for stopping the dehydration.

3.2.7 The following work on transformers shall be performed by the contractor if specifically called for:

- i. Before finally commissioning the transformer it may sometimes be desired to run it for a few hours on short-circuit, applying a low voltage, approximately equal to the impedance voltage of the transformer. During this process, regular readings of the insulation resistance of the winding to earth and winding to winding and temperature against time shall be recorded.
- ii. Testing of radiator tubes for any leakage and rectifying these by welding / brazing.

3.2.8 Pre-commissioning Check List

Before commissioning of any transformer, the following points shall be checked for safe energisation of the transformer:

- i. All the accessories have been fixed properly and transformer body and neutral are properly earthed. The transformer dehydration is over and results are satisfactory and approved by the Engineer-in-charge. In case transformers are idle for more than one month after dehydration, transformer oil has been given at least two circulations.
- ii. Oil level, in the transformer conservator tank and all the bushings is upto the marked point and the oil has been tested for dielectric strength and acidity.
- iii. Silicagel is in reactivated condition. The breather pipe is clear from any blocking and contains oil upto the proper level.
- iv. The explosion vent diaphragm does not have any dents. Accumulation of any oil and air had been released.
- v. Operation of off-load and on-load tap changers on all the tap positions is satisfactory. The mechanical parts of the on-load tap changer are lubricated. Motor IR value has been taken and found satisfactory. Tap position mechanical indicator on the transformer and tap position indication meter on the control panel are reading the same tap positions. Tap changer limit switches are operating satisfactorily on the maximum and minimum tap positions. On-load tap changer contact pressure and resistance is as per manufacturers recommendations. Oil level of tap changer tank is upto the required level and oil has been tested for dielectric strength. The tap setting on which the off load tap switch is locked shall be recorded. Generally the off-load tap switch shall be kept on nominal tap.

- vi. Buchholz relay has been tested and checked up for any friction in the movement, and floats are free. All the other protective relays, alarm and annunciation relays have been tested.
- vii. Metering equipment has been tested and polarity test of PT's and transformer winding is satisfactory. Phase sequence and connections have been checked for proper vector group.
- viii. Ratio test and winding resistance on all the tap positions is satisfactory.
- ix. Gaps of arcing horns for the bushings where provided are in order and earth connections for the surge diverters have been checked.
- x. Winding and oil temperature thermometer pockets contain oil and the winding and oil temperature settings on dial gauges are in order.
- xi. Transformers fitted with fans for forced air cooling have been checked up for starting and stopping of the fans both in manual and auto mode and air-displacement has been verified.
- xii. Simulation tests for all external interface connection alarm, annunciation and trip circuits have been checked and are in order.
- xiii. Insulation resistance of all the control circuits and IR value of the transformer windings and all the incoming and outgoing cables have been checked.
- xiv. Valves in the cooling system and valve between the buchholz relay and the conservator tank are in open position.
- xv. Setting of all the protective relays is at the desired value and DC Trip supply is healthy.
- xvi. Magnetic, current and magnetic balance test have been conducted
- xvii. Simulation test for WTI,OTI,PRV,OSR
- xviii. Settings of WTI/OTI as per the instruction of the manufacturer
- xix. Earth resistance value for the neutral earthing

3.2.9 Observations after Commissioning

After switching on the transformer the following points shall be observed and recorded.

- i. The inrush magnetizing current and no-load current.
- ii. Alarm, if any, or if any relay flag has operated.
- iii. Voltage and current on all the three phases.
- iv. Transformer hum or abnormal noise.
- v. Circulation of oil and leakages.
- vi. Record current, voltage, cooling air temperature, winding temperature and oil temperature readings, hourly for 24 hours.
- vii. Cable end boxes for any over-heating.

3.3. HV and MV MOTORS

3.3.1 All the motors generally would be erected by the mechanical contractor.

3.3.2 Electrical contractor shall keep the motor space heater energised as per the directions of Engineer-in-charge. Electrical contractor shall measure the insulation resistance of motor windings and PI in case of HV motors. Insulation resistance of the motors shall be measured between the winding of the machine and its frame by means of a 500 / 1000 V Meggar in case of 415 V motors. A minimum value of 1 megohm for 415 V motors shall be considered a safe value. In case of lower I.R. Value, the insulation value shall be improved by any of the following methods as directed by the Engineer-in-charge.

- i. Blowing hot air from external source.
- ii. Putting the motor in oven.
- iii. Placing heaters or lamps around and inside after making suitable guarding and covering arrangements so as to conserve the heat.

In case the insulation is low, the following method of drying has to be adopted, after consultation with Engineer-in-charge. During drying the temperature rise of winding shall not exceed the permissible value for the class of insulation used.

- i. By locking the motor so that it can not rotate and then applying such a low voltage to the stator terminals so as to pass full load current in the stator keeping the stator winding temperature below 90°C . In this case a close watch shall be kept for any possible overheating and I.R. Values vs. temperature shall be plotted and heating continued till I.R. value becomes steady.
- ii. By blasting hot air from external source, Maximum temperature of winding while drying shall be 70°C to 80°C (thermometer) or 90°C to 95°C by resistance method. Heating shall be done slowly first till steady temperature of winding is reached after 4 to 5 hours, and for large machines after 10 hours. A record has to be kept for drying process, with half an hour readings and, till steady temperature is reached. In case it is essential, the drying process can be supplemented by blower.

- 3.3.3 It shall be ensured that the motor leads are correctly connected in the terminal box, as indicated in the 'Name Plate'. The covers of all terminal boxes shall be properly fixed, the gaskets intact. The control circuit shall be tested for proper functioning as per circuit diagram.
- 3.3.4 In case of synchronous machines, slip rings and brush gear shall be polished and brushes shall be fixed in their holders with clearance and pressure as recommended by the manufacturers.
- 3.3.5 Before commissioning, the ventilation and cooling system of the motor must be inspected. In case of motor with forced ventilation the air inlet shall be examined to ensure that it is free from moisture and any foreign material. It shall also be ensured that recommended flow and pressure of air is available to produce the required cooling effect.
- 3.3.6 The motor control gear shall also be carefully examined, the over-load settings may be reduced or time lags bypassed from protective gear to ensure rapid tripping of switchgear in event of faults. The direction of rotation of a new motor specially of large capacity, and phase sequence of supply shall be kept in view while joining and connecting to the motor terminals
- 3.3.7 Finally the motor shall be started on no-load after decoupling, and shall be allowed to run for a minimum period of 4 hours, or for a time as instructed by Engineer-in-charge. Attention shall be given to the proper running of the bearings, vibration or unusual noises if any. Voltage, starting current, no load current, stator winding and bearing temperature shall be recorded after every 1 hour during this test. Direction of rotation shall be checked and recorded. Normally the motors run in clockwise direction as viewed from the driving end with reference to the phase sequence R, Y, B.
- 3.3.8 After switching off the motor, the insulation resistance of the motor shall be recorded under hot and cold conditions.
- 3.3.9 If the no load test run is found satisfactory, the motor shall be allowed to run for 8 hours and all readings shall be recorded.
- 3.3.10 The following work on motors, may be performed by the contractor if specifically called for.

- i. The proper level of bearing oil has to be checked. The condition of grease in bearings shall be checked and in case it is necessary, complete replacement of bearing with specified grade of grease after proper cleaning of the bearing shall have to be done. Wherever external greasing facility exists, the condition of grease may be checked by pumping some new grease of specified grade at start. If the grease coming out is deteriorated grease shall be replaced.
- ii. All the motors, motor exciter set and induction generators directly coupled or coupled through reduction gears shall be checked for abnormal vibration, if any Large rated HV motors with journal type bearings are liable to get damaged from shock, rough handling during transit. Any minor defect in a race or roller may give rise to considerable amount of vibration and noise. Contractor shall check and bring to the attention of Engineer-in-charge any defect noticed in this regard.
- iii. Due care shall be taken to avoid any damage to bearing insulation wherever provided.

3.4. Batteries/Battery charger

Battery (Lead acid, Nickel Cadmium or VRLA type as specified) shall be erected on stands and insulators supplied by the manufacturer of the batteries. The installation shall be done as per the layout drawings and manufacturer's instructions. Electrolyte if required / as applicable shall be filled as per manufacturer's instructions. Interrow connections shall be made with the leads supplied by the manufacturer. Functional check shall be done on the battery charger including battery charging and discharging, recharging as per the recommendation of the manufacturer.

3.5. Neutral Earthing Resistor

The neutral earthing resistor shall be inspected for any damage to the resistor grid and other components. The resistor shall be levelled and installed. All covers etc. shall be checked for tightness to ensure that the enclosure of the resistor is dust, vermin and weatherproof. Earthing conductors shall be taken from the out end terminal of the resistor, for connection to earth electrodes and to the main grid. Check such as IR, operation of space heater, earth resistance shall be done before the commissioning.

3.6 Welding Receptacles

The welding receptacles shall be erected on steel/concrete structures as per the drawings. In isolated places a separate support shall be fabricated and installed.

3.7 Push Button/Control Stations

The push buttons / control stations shall be installed near to the motors to be controlled. Individual channel supports shall be installed as per EIL standard. If control stations for hazardous areas are to be supplied by contractor, these shall be of Ex (d) type, tested by CIMFR and approved by CCoE or other applicable certifying authorities. All outdoor push buttons / control stations shall preferably have integral canopies for additional weather protection. The canopy shall be made of 2 mm thick galvanized sheet steel or FRP where these are not integral with the equipment.

3.8 Gang operated Isolators/outdoor Disconnectors

The isolators shall be transported to site in the dismantled condition. All the insulators may be also supplied loose. The contractor shall inspect, clean, assemble and install the isolator on the base structure previously fabricated, erected and levelled by him. The operating mechanism

shall be installed on the structure and connected to the isolator poles. The operating mechanism shall be tested by slowly bringing the isolator to the closed position and carrying out the necessary adjustment as per the manufacturer's instructions. The earthing switches, frames and operating handle etc. shall be earthed.

3.9 Contractor shall provide the following items in substation, as per CEA Regulations.

3.9.1 Fire buckets filled with clean dry sand and ready for immediate use for extinguishing fires and fire extinguisher (carbon dioxide, dry chemical extinguisher etc.) suitable for dealing with electric fires shall be conspicuously marked and kept.

3.9.2 First aid boxes containing ointments and medicines for immediate treatment of injuries (As prescribed by Indian Red Cross Society or equivalent).

3.9.3 Instructions of restoration of persons suffering from electric shock in English, Hindi and local language of the district shall be affixed in a conspicuous place.

3.9.4 Danger boards (HV., MV.) shall be provided on transformer bay gate, switchboards, entrance to switchgear room and at other places as required by Engineer-in-charge.

3.10 The Communication system and Fire alarm system panels and equipment shall be installed complying to manufacturer's instructions. The location of field station (call back station unit, break glass unit, telephone set etc.) shown on the drawing are indicative. The exact location shall be decided at site by contractor in consultation with Engineer-in-charge. Correct type of equipment with regard to hazardous protection as specified on drawing shall be adhered to by contractor, for installation.

4.0 EQUIPMENT COMMISSIONING

4.1 Field inspection, testing and commissioning of the complete electrical installation shall be carried out as per EIL specification no. 6-51-0087.

After the equipment is installed properly in accordance with drawings and specifications, contractor shall carry out all pre-commissioning checks and tests as per EIL format in the presence of Engineer-in-charge and test readings shall be recorded and furnished to EIL in triplicate.

4.2 All equipment layout drawings shall be marked by the Contractor for "AS BUILT STATUS" and two sets of hard copies shall be submitted to EIL.

5.0 LIST OF CONSTRUCTION EQUIPMENT

The contractor shall have all necessary construction equipment, tools and tackles and testing instruments to carry out the erection works and to commission the system as specified. These shall include but not be limited to the following, and these shall be brought to site by contractor before the start of work.

5.1 Equipment

- i. Portable grinder.
- ii. Portable welding machine.
- iii. Portable gas cutting / welding set.
- iv. Pipe threading machine.
- v. Pipe bending machine (hydraulic).

- vi. Portable drill machine suitable to take up drilling for different sizes as per requirement.
- vii. Dewatering pump sets (diesel driven).
- viii. Power Hacksaw.
- ix. Conduit dye set.
- x. Hydraulic crimping machine with round/hexagonal dye set.
- xi. Hand crimping tool.
- xii. Portable electric blowers, vacuum cleaners.
- xiii. Miscellaneous items such as slings, pulleys, tarpaulins, wooden sleepers, ladders. etc. as required.
- xiv. Safety belts, safety goggles, and gloves.
- xv. Separate tool kit for each Electrician.
- xvi. Hydraulic/Hand held grease gun

5.2 Test Instruments

- i. Insulation tester 1000 V hand driven.
- ii. Insulation tester 2500 V motor/hand driven.
- iii. Insulation tester 5000 V motor/hand driven
- iv. Phase sequence indicator.
- v. Earth Resistance tester.
- vi. Single phase variac
- vii. 3 phase variac of adequate capacity.
- viii. Secondary and primary injection testing kit.
- ix. Multimeter, both analogue and digital
- x. Portable Ammeters, Wattmeters, P.F. meters.
- xi. Portable Voltmeters.
- xii. Clip on meters of different ranges.
- xiii. Tacho-meter.
- xiv. Kelvins double bridge for measurement of very low resistance.
- xv. D.C. high -pot test kit.
- xvi. A.C. high -pot test kit.
- xvii. Oil filtration machine of adequate capacity.
- xviii. Lux Meter to measure illumination levels.
- xix. Breaker timing 3 pole kit
- xx. Timers
- xxi. 100A DC milli volt drop(Contact resistance) kit
- xxii. Vibration measuring Instrument
- xxiii. Thermo meters

**Precommissioning & commissioning
specification-B016-606-02-43-PCS-01**

**PRE-COMMISSIONING & COMMISSIONING
SPECIFICATION FOR CPP PACKAGE**

PROJECT : VIZAG REFINERY MODERNIZATION PROJECT

UNIT : CPP

OWNER : HPCL, VIZAG

PMC : ENGINEERS INDIA LTD.

JOB NO. : B016

0	05.06.2017	ISSUED FOR TENDER	SG/SBC	AD	SS
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Attachments:-

ANNEXURE-I	FORMATS TO BE USED DURING PRECOMMISSIONING AND COMMISSIONING
ANNEXURE-II	PRE-COMMISSIONING ACTIVITIES NEED TO BE COMPLETED FOR DECLARING MECHANICAL COMPLETION WITHIN CONTRACTOR STIPULATED TIME FOR PROCESS SYSTEMS IN UNITS
ANNEXURE-III	PRE-COMMISSIONING ACTIVITIES NEED TO BE COMPLETED FOR DECLARING MECHANICAL COMPLETION WITHIN CONTRACTOR STIPULATED TIME FOR UTILITY SYSTEMS IN UNITS

1.0 SCOPE

The following facilities are envisaged under this tender of CPP package at HPCL vizag refinery, India.

Major equipment capacities indicated are as follows:

Gas Turbine and Electric Generator with associated auxiliaries.

- Capacity (Min) - 60.2 MW with fuel as Natural gas
- Quantity - 1 (one) No.

HRSG with associated auxiliaries.

- MCR Capacity: - 170 TPH at MSSV
- Quantity - 1 (one) No.

STG with associated auxiliaries.

- Power Output - Minimum 14.5 MW at Generator terminals.
- Quantity - 1 (one) No.

Associated utilities and offsite facilities including Fuel handling facilities, Instrument plant air system, Fire Protection System and other balance of plant systems and equipment's as per mentioned in the tender so as to make the unit complete for safe and efficient operation.

Under this bid document contractor shall implement the following:

- 1.1 CPP package associated facilities (hereafter referred as 'Unit') shall be provided. Bidder shall bid for complete scope of supply/work on turnkey basis (as per the scope matrix) and agree to take single point responsibility for the entire scope of the package. Scope of work of the contractor with respect to these facilities is described elsewhere in the bid document (refer scope matrix). The Bidder's scope under CPP Package shall conform to LSTK scope of work as per bid document indicating scope but not limited to materials and supplies as per the specifications and drawings/ documents/standards enclosed and forming a part of the Tender.
- 1.2 The CONTRACTOR shall be responsible to carry out pre-commissioning and commissioning of the Unit as indicated under scope of work.
- 1.3 A procedure for detailed mechanical completion, pre-commissioning, commissioning and start up shall be developed by CONTRACTOR based on the inputs from the OEM (Original Equipment Manufacturer)/licensor and guidelines provided in this document. Also CONTRACTOR shall prepare the start - up and shut down procedure along with operating manual of the Unit on the guidelines provided in the document.
- 1.4 PCAMS Software is used by EIL in start – up and commissioning. Status of all the formats shall be through PCAMS only, hence Contractor to align his system with the PCAMS software and working at site by the Contractor shall be through PCAMS only.

2.0 DEFINITIONS

2.1. MECHANICAL COMPLETION

Mechanical Completion of systems mean that all installation works of the unit is completed and hydro tested in accordance with approved construction drawings, approved specification, applicable code(s) as defined in the bid package, accepted international good engineering practice and all the pre-commissioning activities are completed in a comprehensive manner by the Contractor as detailed in section 2.2 except mutually agreed minor leftover such as insulation, painting etc. which may be completed during pre-commissioning phase.

Contractor shall submit certificate as per FORMAT-I (attached as Annexure-I) stating system/sub-system, which is mechanically completed along with test certificates connected with the system/sub systems viz. hydrotest reports, NDT reports, inspection certificates, certificates of various statutory bodies etc.

OWNER/ PMC representatives will check the system and shall issue FORMAT- II (as per format given in Annexure-I) which includes deficiencies / modifications, intimation of deviations from P IDs, requirement of safety, start-up, Operation and Maintenance required for the portion of the work that is declared by the Contractor as mechanically complete.

Contractor shall liquidate all the checklist points agreed between Contractor/OWNER/PMC and issue certificate in form of FORMAT – III (as per format given in Annexure-I). All the coordination for resolution of P ID issues, alarm/trip values, interlocks and complex loop issues shall be closed by CONTRACTOR.

Contractor shall get the approval or acceptance of FORMAT-III to carry out pre-commissioning activities as mentioned in section 2.2 under the guidance / supervision of Owner / PMC.

2.2. PRE-COMMISSIONING ACTIVITIES

Pre-commissioning activities will include but will not be limited to the following:

- i) Opening box-up of piping, valves, instruments, spool pieces etc. as per pre-commissioning procedure.
- ii) Air blowing, cardboard blasting, water flushing, Air drying and steam blowing of pipes, vessels, columns, equipment's for clearance of box-up maintain records for commissioning activities. In case sufficient pressure during water flushing is not available, contractor to make necessary temporary arrangement for getting the required pressure. (Inspection of all vessels and columns shall be jointly by OWNER/ PMC).
- iii) Manual cleaning in big size compressor's suction lines as per requirement.
- iv) Fabrication and supply of temporary facilities, for example, temporary bypasses, spools, blinds, jump overs, vents, strainers, screens etc. Fabrication / Purchase of valve keys/blinds and other pre-commissioning /commissioning related consumables as required.
- v) Chemical cleaning / Passivation / Degreasing/Refractory dry out/Alkali boil out.
- vi) Adsorbent/support balls/ Molecular sieves/Filters loading (as required) typically including shifting of these materials from stored location to site, preparation of equipment for loading including internal cleaning, drying, dismantling of internals, opening of manholes, flanges etc., arrangement for loading (hopper, chute, crane/hydra, scaffolding, temporary platform, ventilation system etc), carrying out loading as per procedure under the supervision of Owner / PMC, box-up of reactor internals, manholes, flanges etc, any other activity required to perform safe loading.
- vii) Unloading of Adsorbent/Molecular sieves/Filters from equipment including opening of manholes/ flanges, making arrangements for unloading (crane/hydra, scaffolding, temporary platform etc.), collection and shifting of Adsorbent/Molecular sieves/Filters to the required location, internal cleaning drying , box-up of internals, manholes, flanges etc, any other activity required to perform safe unloading.
- viii) Carry out leak test/tightness test. Carry-out integrated leak test maintain records. Attending leaks by tightening to the required torque/replacement of faulty gaskets where necessary.

- ix) Receiving material required as per requisite format approved by EIC from owner's store / warehouse / designated area or any other location within plant premises including loading , unloading and maintain the records.
- x) Contractor to ensure that Gaskets, stud, bolts etc. used are strictly as per piping material specification for the pipe class specified for that line.
- xi) Carrying out RIGGING JOBS including dismantling/ erection of structure/ equipment, piping, etc. as per the instructions of the Engineer-in-charge.
- xii) Opening Box Up Of Static Equipment / column/Vessel / Man ways and Pipe Line Flanges/Heat Exchangers, Isolation, removal re-fixing of instruments mounted on Static Equipment / columns /Vessels, Heat Exchangers bundle pulling and re-fixing.
- xiii) Opening and Re-Fixing of all Type of Valves including PSVs control valves, line mounted Instruments Including both Ways Transportation between Plant and Work Shop.
- xiv) SCAFFOLDING ERECTION AND DISMANTLING JOBS including supply and erection of temporary scaffolding staging, making temporary platforms using pipes, pipe clamps, beam clamps etc. in conformance with established safety codes, BIS codes etc. inside/ outside of equipment like Columns, Vessels, structures etc.
- xv) Carrying out FILTERS, STRAINERS, STEAM TRAPS, DEMISTER PADS related jobs including removal of auxiliary connections, dropping assemblies, cleaning, finally boxing up the complete assembly with proper alignment, flushing, draining, cleaning and filling up of hydraulic oil consoles / tanks of rotary equipment, removing and cleaning all types of filters and strainers, Cleaning of area / oil spillage, after the job, Cleaning of all types of steam traps, Dropping, cleaning and re-fixing the de-mister pads after inspection, Cleaning and lubrication of fasteners, etc.
- xvi) Rechecking of alignments for the rotating equipment.
- xvii) Assistance during inertization of equipment/piping.
- xviii) Assistance to carry out checks on rotary equipment as per OEM requirement.
- xix) Topping up of bearing oil/ lube oil in rotary equipment.
- xx) Hose connections/ removal.
- xxi) Opening box-up of piping for connection disconnection of chemical drums / iso containers their unloading into the system.
- xxii) Make cold/ hot alignments, necessary checks, adjustments, repairs required during pre-commissioning commissioning of the system / equipment.
- xxiii) Install, adjust and replace mechanical seals, packing and accessories, as necessary during pre-commissioning / commissioning period.
- xxiv) Providing assistance to Vendor's representative for equipment preparation/ repair and any other similar activity as per the commissioning requirement as per the instruction of Engineer-in-charge including supply of necessary hand tools, equipment, consumables (scaffolding, electrodes, gas) and with single point responsibility of contractor's supervision.
- xxv) Carry out site modifications as found necessary during system check / inspection from view point of operability, maintenance and safety of the units.
- xxvi) Check pipe hangers, supports, guides and pipe specialties for hot settings and make minor adjustments as necessary.
- xxvii) Carry out cleaning of vessel internal surface, distributors, supports, packing material etc as and when required.
- xxviii) Instrument pre-commissioning includes all checks that will ensure instrument operability i.e. remove all shipping stops, check pointer travels, and verify instrument capability to

- measure, operate and stroke in the direction and manner required by the process application, conduct checking of complex loops and interlocks, instrument loop checking, instrument calibration, check for proper tagging of instruments etc.
- xxix) Electrical pre-commissioning including proper earthing, pre-commissioning checks done on cable continuity checks, electrical panels, MCCs, switch gears, motors, transformers etc.
 - xxx) Supplying and installation of locks and chains for locking of valves wherever required.
 - xxxi) To remove insulation from insulated piping, Valves, flanges etc. in such a way so that these can be reused and re-fix the same after the job is completed.
 - xxxii) Carry out dewatering of pits / basins as directed, using electrical pump.
 - xxxiii) Maintenance repairing of valves by a skilled valve repair mechanic.
 - xxxiv) Dropping reinstatement of valves by a skilled valve repair mechanic.
 - xxxv) Supply Installation of barricading tape.
 - xxxvi) Supplying safety appliances suitable PPEs to all workers.
 - xxxvii) Removal of scrap to identified area, maintain housekeeping, return material after the job completion.
 - xxxviii) CONTRACTOR to ensure during Pre Commissioning, all the accessories /equipments required for availability of utilities for carrying out commissioning works shall be ready at least three months before start of Commissioning activities.
 - xxxix) CONTRACTOR to coordinate and confirm compliance regarding completion of all, mechanical, Instruments and Electrical installation work.
 - xl) CONTRACTOR to take trial run of Fire Water system, Gas detector system and other safety system and obtain approval of the same from OWNER/PMC/EIL.
 - xli) To obtain necessary safety / work permits and comply with all safety norms regulations.
 - xl ii) Supplying consumables required to complete the assigned works including but not limited to the following.
 - Welding consumables electrodes, filler wire, Argon gas, Al. lugs etc.
 - Flame cutting consumables like DA, O2, etc.
 - Cutting wheel, grinding wheel, buffing wheel Fuel, oil, Lubricants etc. for running contractor deployed machinery,
 - Emery papers
 - Cardboard for cardboard blasting
 - Soap solution with squeeze bottles as required for leak test.
 - Plastic sheets
 - Gaskets
 - Aluminum /brass target plates
 - Temporary Strainer SS mesh.

2.3. DECLARING READY FOR COMMISSIONING

- 2.3.1 The unit shall be considered 'Ready for Commissioning' (FORMAT-IV) when all the facilities have been completed along with their auxiliaries and support facilities in every respect including charging of lubes, chemicals, preparation of solution, last minute modifications, if

any, as recommended by OWNER / PMC. All temporary structures, scaffolding etc. used for carrying out pre-commissioning activities shall be removed, all the blinds shall be placed into position as per P IDs /OWNER/PMC.

- 2.3.2 Contractor shall ensure that all safety devices like pressure safety valves (PSV), emergency shutdown valves are tested, witnessed and certified by representative of Contractor /OWNER/PMC. These certificates are to be handed over to OWNER/PMC prior to start-up of the UNIT.
- 2.3.3 Once the Unit has been declared "Ready for Commissioning", the Contractor shall not carry out any erection related work including hot work without prior permission of the OWNER.

2.4. COMMISSIONING

- 2.4.1 Commissioning of the Unit will be carried out by Contractor once mechanical completion is over successfully, all pre- commissioning activities are carried out and system is ready for commissioning under necessary guidance and overseeing of PMC/OWNER. Representative from process designer will provide necessary co-ordination during start up and related technical clarifications shall be furnished by them.
- 2.4.2 Commissioning of the Unit means taking the feed in, passing it through the normal route; establishing the process control parameters first at turn down then at design throughput stipulated in the process package (guarantee parameters as per bid document) with supplementary instructions if any from OWNER.
- 2.4.3 Contractor will provide necessary assistance during commissioning of the unit.
- 2.4.4 The Unit shall be considered to be commissioned successfully once all the system with instrumentation / control systems and support systems have been on uninterrupted stable operation for not less than 72 hours. Any interruption of duration up to 30 minutes during the commissioning run of 72 hrs shall be ignored. However for interruptions greater than 30 minutes, the commissioning run period shall be extended by the time equal to the interruption plus the time taken to stabilize the Unit back to the normal operating conditions. Whether the 72 hours operation has been successful or not, shall be decided by the OWNER / PMC based on the observations recorded during 72 hours. The countdown for 72 hours operation shall start only after Unit has been on stable operation with all controls and safety system in normal operation for a period of not less than 48 hours. OWNER will issue acceptance certificate (Format-V) accordingly. Three months in advance of starting the commissioning, the CONTRACTOR shall submit proposal to the OWNER's Representative giving details of the programme to be followed during commissioning. This shall be checked by OWNER/PMC. The CONTRACTOR shall depute operating team comprising of commissioning co- coordinator, process/operational co-ordinator, mechanical, electrical instrumentation engineers, technicians/ semi-skilled personnel to carryout UNIT startup commissioning and maintenance under the overall guidance of PMC/OWNER. OWNER shall depute operating team consisting of operators (field and control room) and supervisors during the commissioning.
- 2.4.5 The bidder CONTRACTOR in his offer shall submit the organization manpower chart of commissioning team and the bio-data of key persons who shall be present at the time of commissioning. The bidder CONTRACTOR shall also specify the planned duration of stay of these personnel.
- 2.4.6 The CONTRACTOR shall also be required to provide on the job training to OWNER's operation personnel by associating them in all the day to day pre-commissioning, commissioning, maintenance activities and UNIT operations. After successful commissioning of the process Unit same shall be handed over to the OWNER for operation. In case of any constraint in achieving the above process parameters in the Unit by the CONTRACTOR, the same shall be communicated by the CONTRACTOR to the

OWNER in writing. This will be reviewed jointly by OWNER/PMC to arrive at a decision on whether the constraint is on account of reasons attributable to the CONTRACTOR or not. The action in either case will be according to the relevant provisions / provided elsewhere in the contract.

- 2.4.7 CONTRACTOR in some cases may be required to do part commissioning of the mechanically completed sections of the UNIT as per directives from the OWNER.
- 2.4.8 Upon successful commissioning of the Units the same shall be taken over by the OWNER for day to day operation and maintenance only, the final take-over shall be subject to compliance to all the contractual obligations by the CONTRACTOR. Once the Unit is successfully commissioned CONTRACTOR will issue the format-V to OWNER for take-over of the Unit from CONTRACTOR.

3.0 OTHER REQUIREMENTS

- 3.1 The Contractor shall also provide 'No Smoking' boards & Do's and Dont's, boards for other designated instructions in unit areas.
- 3.2 Contractor shall also ensure implementation of all recommendations arising out of audits viz. internal pre-commissioning audit and audit by statutory bodies like PESO, OISD etc., as and when required.
- 3.3 Before startup of unit, safety audit shall be conducted by Owner/PMC. All such check lists/ deficiency report generated by safety audit team shall be liquidated by the Contractor. The safety audit shall cover aspects such as floor opening, trip hazards, bump hazards, electrical safety concerns, mechanical safety concerns etc.
- 3.4 Correct support, vibration and thermal expansion problems detected during commissioning.

4.0 HOUSE KEEPING

- 4.1 Provide continuous clean-up of the construction and operational area.
- 4.2 Remove excess materials, temporary facilities and scaffolding and pick-up trash.
- 4.3 Perform washing for further clean-up as required.

5.0 FINAL INSPECTION BEFORE START OF COMMISSIONING

- 5.1. OWNER/Contractor /PMC or any other Third party (Like OISD) shall carry out a final inspection of the UNIT before starting the commissioning activity.
- 5.2. Record of liquidation of checklist point, test record etc. shall be submitted by the Contractor to OWNER/PMC. Any deficiency/ changes required in the offered system shall to be liquidated by the Contractor.
- 5.3. It shall be the Contractor's responsibility to repair any damage to the system occurred during storage, installation, pre-commissioning and commissioning stage.

6.0 UTILITIES REQUIREMENT

All the utilities like air, cooling water, raw water, DM water, steam, power, instrument air etc. shall be provided by client for pre-commissioning and commissioning. However, temporary piping/ fittings required to be done for drawing these utilities shall be in the scope of Contractor.

7.0 SAFETY

- 7.1 The Contractor shall follow OWNER's safety practices during execution of pre-commissioning / commissioning works. Contractor is required to maintain and follow all safety practices equivalent or better than those being practiced by OWNER for the complex during pre-commissioning and commissioning.
- 7.2 Necessary Hot/ cold work permit shall be obtained to carryout jobs once declared mechanically completed. (Refer OISD-STD-105, work Permit System).

8.0 SCOPE MATRIX

The dark box in the first column pertains to the activities to be performed by the Contractor to achieve mechanical completion as per Contract. The activities indicated in the Second column are also to be performed by the Contractor. However the same shall not be reckoned for Mechanical Completion with regard to Contracts. For activities where dark box is placed in both first and second column, the activity needs to be completed by contractor to the extent possible for mechanical completion i.e. The reason for non-completion should not be attributable to the contractor.

Work	Work Responsibility		
	CONTRACTOR	OWNER	
	1	2	3
1.1 Manufacturer OR Vendor Service Assistance where responsibility is not indicated in Section 2.			
1.1.1 Obtain the assistance of the manufacturer or vendor, when necessary, to make a satisfactory installation as agreed on by the Contractor and the Owner	■	□	□
1.1.2 Obtain the assistance of the manufacturer or vendor, as required, for technical assistance during run-in by the Owner's operating and maintenance personnel, for training or for informational and operating purposes	□	■	□
1.1.3 Furnish names and telephone numbers including emergency contact of manufacturers, and vendors, technical service representatives for use by the Owner.	□	■	□
1.2 Permits			
1.2.1 Procuring all necessary permits and certifications required to be secured by the Owner for initial use of the plant.	■	□	□
1.2.2 Make applications for all necessary permits issued in the Owner's name that are required for plant use, occupancy and operation.	■	□	□
1.3 Instructions			
1.3.1 Maintain an adequate vendor instruction file so that information may be readily retrieved through plant commissioning.	■	□	□
1.3.2 Transmit to the Owner all applicable vendor's or manufacturer's instructions and drawings.	■	□	□
1.3.3 Provide the Owner with any special instructions such as the required procedures for drying liners	■	□	□
1.4 Removal of Rust Preventives			
1.4.1 Remove all rust preventives and oils used to protect the equipment during the construction period whenever these protective materials will be detrimental to operation	■	□	□
1.4.2 Provide the Owner with a record of work completed.	■	□	□
1.5 Lubricants			
Work	Work Responsibility		
	CONTRACTOR	OWNER	
	1	2	3

1.5.1	Provide a list of the manufacturer's recommended lubricants for use in the plant	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.5.2	Approve the lubricant list	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
1.5.3	Provide all lubricants	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.5.4	Flush systems and install initial charge of the lubricants. Dispose of all flushing oil in accordance with the Owner's instructions	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.5.5	Maintain Lubrication after initial charge	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
1.6	Packing and Seals			
1.6.1	Install mechanical seals and accessories, as required.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.6.2	Install permanent packing and accessories as required.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.6.3	Adjust and replace mechanical seals, packing and accessories as necessary during commissioning period.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1.7	Removal of Temporary Bracing			
1.7.1	Remove all temporary supports, bracing or other foreign objects that were installed in vessels, ducts piping, transformers, machinery or other equipment to prevent damage during shipping, storage and erection and repair any damage sustained.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.8	Rotation and Alignment			
1.8.1	Check rotating machinery for correct direction of rotation and for freedom of moving parts before connecting the driver.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.8.2	Perform cold alignment to the manufacturer's tolerances and record data.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.8.3	Perform any doweling required.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.8.4	Perform Hot alignment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1.8.5	Obtain the services of a factory representative to witness installation of equipment as required.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.9	Tie-Ins at Unit Limits			
1.9.1	Prepare all systems for safe tie-ins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.9.2	Obtain approval and make the necessary tie-ins at the unit limits, as required by the specifications and as directed by the Owner.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.9.3	Remove blinds, car seals and so forth as required.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1.10	Leak and Pressure Tests			
1.10.1	Notify the Owner of the schedule for non-operating field leak tests or field pressure tests on piping and field fabricated equipment, unless otherwise directed by the Owner.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.10.2	Provide any special media for test purposes.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.10.3	Conduct all tests in accordance with applicable codes, specifications, regulations and the Owner's instructions.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.10.4	Witness Tests.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
1.10.5	Maintain records as required.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.10.6	Dispose of all test media in accordance with the Owner's instructions.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.10.7	Conduct all operational tightness tests.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1.10.8	Trial run of Fire Fighting system	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1.10.9	Trial run of Gas Detection system	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1.11	Inspection			
Work		Work Responsibility		
		CONTRACTOR	OWNER	
		1	2	3
1.11.1	Provide inspection of the plant to verify that erected facilities conform to flow diagrams, construction drawings, vendor prints and specifications.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1.11.2	Verify that specified materials have been installed in the plant and document verification to the extent required by the Owner.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
1.11.3	Verify and approve the plant inspection. Note any exceptions on a separate work order list (punch list).	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
1.11.4	Provide for special inspections such as those required by insurance or governmental agencies.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.11.5	Perform and report routine shop inspection.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.11.6	Perform shop inspection and witness tests as desired.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.11.7	Witness final shop inspections, as specified.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
1.12	Pressure / Vacuum Safety Relief devices			
1.12.1	Provide the Owner with a list of proper pressure settings.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.12.2	Transfer relief devices to and from the specified unit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.12.3	Test and adjust all devices to and from the specified unit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.12.4	Install all devices after testing, adjusting and tagging.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.12.5	Maintain records as required.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.13	Flushing and Chemical/Mechanical Cleaning.			
1.13.1	Conduct all flushing, blowing and chemical/mechanical cleaning operations where such operation can be accomplished without using permanently installed equipment., with details of flushing plans (by CONTRACTOR).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.13.2	Conduct all flushing and blowing operations where permanently installed equipment must be used to obtain proper line velocities.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.13.3	Provide any special media for flushing and blowing operations where permanently installed equipment must be used to obtain proper line velocities.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.13.4	Dispose of all media in accordance with the Owner's instructions.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1.13.5	Turn systems over to the Owner free of trash and construction debris (not necessarily free of welding slag)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1.13.6	Maintain records, as required.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1.14	Temporary Screens, Strainers spools and Blinds.			
1.14.1	Provide and install all required temporary strainers.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1.14.2	Clean strainers, as required during circulation.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1.14.3	Remove strainers when system is adequately cleaned.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1.14.4	Provide install and remove all blinds, spools required for flushing and isolation.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1.14.5	Maintain records as required.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1.15	Purging/Inerting			
1.15.1	Install purge/inerting connections.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.15.2	Provide purge materials and conduct necessary purge operations.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1.15.3	Provide inerting materials and introduce where specified.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1.16	Vessel Packing and Fixed Beds			
Work		Work Responsibility		
		CONTRACTOR	OWNER	
		1	2	3
1.16.1	Install all inert materials such as sand, gravel balls rings and saddles.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.16.2	Install all materials other than the materials specifically noted in Section 2, such as chemicals, resins, desiccants and other similar items..	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1.16.3	Install all mixed beds involving combinations of material, covered by 1 and 2 above.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1.16.4	Inspect the vessel interior before and during loading to ensure proper installation.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

1.16.5	Maintain records, as required.	■	■	□
1.17	House-Keeping			
1.17.1	After completion of construction, remove excess material, temporary facilities and scaffolding, rough sweep or rake the area and pick up trash, perform washing or further cleanup, as required.	■	□	□
1.17.2	After completion of construction, maintain adequate housekeeping practices, as required for safe operation.	■	□	□
1.18	Maintenance, Spare Parts and Special tools			
1.18.1	After pre-commissioning is complete, protect equipment from normal weather conditions, corrosion or damage	□	■	□
1.18.2	After pre-commissioning is complete provide adequate maintenance for equipment including the cleaning of strainers and the repairing of steam traps.	■	□	□
1.18.3	Provide the Owner with spare parts list as recommended by the manufacturers.	■	□	□
1.18.4	After pre-commissioning is complete, maintain adequate spare parts and supplies required during commissioning performance test run.	□	■	□
1.19	Noise Survey			
1.19.1	Conduct individual equipment noise surveys, as required by the Occupational Safety Health administration on the Owner's specifications.	■	■	□
1.19.2	Document all survey data	■	■	□
2.1	Vessels			
2.1.1	Open the vessel after erection and put in place any internals requiring field installation. These internals will be inspected before and after installation.	■	□	□
2.1.2	Open both internal and external manways for inspection of the vessel by the Owner, unless otherwise specified.	■	□	■
2.1.3	Witness inspections to the extent desired.	□	□	
2.1.4	Dry out if required, upon vessel and install materials that are designated in 1.16	■	□	□
2.1.5	Close after proper execution of closure permits.	■	□	□
2.2	Shell and Tube Exchangers			
2.2.1	Perform field inspection, if required of exchangers that have previously been shop inspected.	■	□	□
2.2.2	Carry out hydro test at Site.	■	□	□
2.3	Air-Cooled Exchangers			
2.3.1	Inspect exchangers to ensure that temporary shipping supports and erection materials have been removed.	■	□	□
2.3.2	Adjust fan assemblies to obtain specified tip clearance and test.	■	□	□
2.3.3	Check operation of louvers and operating linkage	■	□	□
2.4	Fired Heaters			
2.4.1	Perform the pressure test in accordance with the applicable codes, specifications and the Owner's instructions if required.	■	□	□
2.4.2	Provide all non-operating preferring checks in accordance with the manufacturer's instructions.	■	□	□
2.4.3	Blow fuel lines, check them for cleanliness and connect burner piping.	■	□	□
2.4.4	Check operation of registers and dampers and verify position of indicators.	■	■	□
2.4.5	Check operation of air preheaters, blowers and soot blowers	■	□	□
2.4.6	Dry refractory during initial firing by following manufactures temperature cycle.	■	□	□

2.4.7	Conduct Boil-out, chemical cleaning, and flushing operations, Conduct light off, drying, and purging operations. as required. Dispose of wasted, cleaning media, in accordance with Owners, instruction	■	□	□
2.4.8	Obtain and charge liquid heat transfer heat media, if required.	□	■	□
2.4.9	Conduct light off, drying, and purging operations.	□	■	□
2.4.10	Obtain the assistance of a service engineer for technical advice during installation for start-up if desired.	■	■	□
2.5	Pumps, Compressors and Drivers			
2.5.1	Level base plates and sole plates and grout all bearing surfaces.	■	□	□
2.5.2	Alleviate any excess piping stresses that may be imposed on pumps, compressors and drivers.	■	□	□
2.5.3	Chemically clean any completed lube and seal oil system when specified. Dispose of wastes and cleaning media in accordance with the Owner's instructions.	■	□	□
2.5.4	Charge the lube oil, seal oil and oil cooling systems with flushing oil and circulate for cleaning purpose. Dispose of any flushing oil in accordance with Owner's instructions.	■	□	□
2.5.5	Charge the lube oil, seal oil and oil cooling systems with the operating oil recommended by the manufacturer.	■	□	□
2.5.6	Operate equipment and make vibration trip governor and safety device checks and any operating tests and adjustments as required.	■	■	□
2.5.7	Obtain the assistance of service engineer for technical advice during installation or start up if desired.	■	■	□
2.5.8	Maintain records as required.	■	□	□
2.6	Tanks			
2.6.1	After erection and installation, install any internals, which require field installation.	■	□	□
2.6.2	Test tank and internals as required. Dispose of test water in accordance with the Owner's instructions.	■	□	□
2.6.3	Conduct chemical cleaning or flushing operations as required. Dispose of wastes and cleaning media in accordance with the Owner's instructions.	■	■	□
2.6.4	Witness test and inspections to the extent desired.	□	□	■
2.6.5	Close after proper execution of closure permits.	■	□	□
2.7	Piping System			
2.7.1	Notify the Owner of test schedule.	■	□	□
2.7.2	Hydrotest or pneumatically test all piping as required by codes, specifications and the Owner's instructions.	■	□	□
2.7.3	Witness field pressure tests, when notified.	□	□	■
2.7.4	Flush and drain system and install orifice plates. Orifice plates shall not be installed before hydrostatic testing. (see 2.9 for the removal or isolation of other inline components).	■	□	□
2.7.5	Drain system, remove blinds and perform tightness tests as required.	□	■	□
2.7.6	Insulate or, piping system, paint flanges, threaded joints or field welds after the specified testing of each system a has been completed. Unless instructed otherwise by Owner.	■	■	□
2.7.7	All welded joints (longitudinal, girth and nozzle) in underground piping that have not been shop tested shall be left exposed (free of paint, dope and wrap) until the specified testing has been completed. After final testing of these joints cover the system.	■	□	□
2.7.8	Check pipe-hangers, supports, guides, expansion joints and other pipe specialties for the removal of all shipping and erection stops and for the correctness of cold settings for the design service. Also provide the Owner with instructions for hot settings.	■	□	□

2.7.9	Check pipe-hangers, supports guides and pipe specialties for hot settings and make minor adjustments as necessary.		■	□
2.7.10	Install permanent filter elements as required.		■	□
2.7.11	Verify, to the extent required by the Owner that specified valve packing has been provided in valves installed in the plant.	■	□	□
2.7.12	Install car seals on valves whether necessary.	□	■	□
2.7.13	Check and record the positions of all car sealed valves paint of identify valves as required.	□	■	□
2.7.14	Correct support, vibration and thermal expansion problems detected during commissioning.		■	□
2.7.15	Re-torque all hot and cold service bolting during commissioning and startup as required.		■	□
2.8	Electrical Power and Lighting Systems			
2.8.1	Notify the Owner of the test schedule.	■	■	□
2.8.2	Witness tests when notified and record test data as required.	□	□	■
2.8.3	Using a megohmmeter, make insulation tests on all wing except lighting wiring.	■	□	□
2.8.4	Using a megohmmeter, make insulation tests on motor and transformer winding from phase to phase and phase to ground.	■	□	□
2.8.5	Make grounding system tests to determine the continuity of connections and the value of resistance to ground.	■	□	□
2.8.6	Arrange for breakdown tests on oil sample from oil insulated transformers larger than 100 kilovolts absolute.	■	□	□
2.8.7	Charge electrical gear with oil and / or other media as required.	■	□	□
2.8.8	Perform trials and adjustments on all switchgear, motor control equipments and generators.	■	■	□
2.8.9	Test and set switchgear and circuit breaker relays for proper coordination.	□	■	□
2.8.10	Obtain local inspector's approval, where required.	■	■	□
2.8.11	Energize all substations with approval of the Owner after completion of all tests.	■	■	□
2.8.12	Check phase sequence polarity and motor rotation.	■	■	□
2.8.13	Check installation of emergency power and lighting systems.	■	■	□

2.8.14	Provide the Owner with a record of work complete.	■	■	□
2.9	Instrument System			
2.9.1	Conduct any non-operating checks to ensure instrument operability, that is remove all shipping stops, check pointer travels and verify instrument capability to measure operate and stroke in the direction and manner required by the process application.	■	■	□
2.9.2	As dictated by the Owner's practice, bench or field calibrate instruments with standard test equipments and make all required adjustments and control point settings.	■	□	□
2.9.3	Clean all transmission and control tuning by blowing with cooled and filtered clean air before connecting to instrument components.	□	■	□
2.9.4	Clean all air-supply headers by blowing with clean air and check them for tightness.	□	■	□
2.9.5	Leak test pneumatic control circuits in accordance with clean the latest edition of ISA Recommended Practice 7.1. Pneumatic control circuit pressure test.	■	■	□
2.9.6	Install and connect all system components and verify their conformance to specification and design criteria for function and range using dummy transmission signals as need.	□	■	□
2.9.7	Check all electrical signals and alarm wiring for continuity, correct source of power and polarity.	□	■	□
2.9.8	Check thermocouples for proper joining of wires, position of elements in wells proper polarity and continuity of receiving instruments.	□	■	□
2.9.9	Identify orifice plates by tagging.	■	■	□
2.9.10	Check and record bores or orifice plates and install after completion of flushing operations.	□	■	□

2.9.11	Isolate or remove, if necessary, in line components such as control valves, positive displacement meters and turbine meters for pressure testing. Reinstall these items after testing the system with the components removed or isolated.	■	■	□
2.9.12	Isolate or remove components for flushing operations and reinstall them on the completion of these operations.	■	■	□
2.9.13	Install any sealing fluids as required.	□	■	□
2.9.14	Fully pressurize and energize the transmitting and control signal system(s) by opening process connections at primary sensors and final regulations and by making control mode settings for automatic operation of equipment as the process unit is charged and brought on stream.	□	■	□
2.9.15	Provide a schedule of recorder charts.	■	■	□
2.9.16	Checking piping from instruments to process piping for tightness.	■	■	□
2.10	Boilers/Heaters			
2.10.1	Make a non-operating boiler pressure test in accordance with applicable codes, specifications and the Owner's instructions, if required.	■	□	□
2.10.2	Inspect the boiler for completeness and correctness of installation and make other non-operating preferring checks.	■	□	□
2.10.3	Check operation of air pre-heaters, dampers soot blowers and other equipment for proper positioning and travel.	■	■	□
2.10.4	Dry refractories during initial firing by following the manufacturer's temperature cycles.	■	■	□
2.10.5	Purge, flush and drain steam mains as necessary.	■	■	□
2.10.6	Obtain and charge treated water of bailout and initial operation as required.	□	■	□

2.10.7 Commission auxiliaries as detailed elsewhere under the appropriate equipment type.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2.10.8 Conduct boilout, chemical cleaning, and flushing operations, as required .Dispose of wastes, cleaning media, in accordance with Owners, instruction.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.10.9 Conduct initial light-off, making associated checks and adjustments	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2.10.10 Obtain the assistance of service engineer for technical advice during installation of start-up if desired.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2.10.11 Conduct all operating tests and obtain the required certifications.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2.10.12 Check and set pressure relief valves.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2.11 Miscellaneous Equipment (Agitators, Mixers, Rotary Filters, Weigh Scales and Materials Handling Equipments).			
2.11.1 Fully assemble rotary filters except for final filter media (cloth, pre-coat or screen).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.11.2 Install all final filter media.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2.11.3 Level and calibrate weigh scales with the assistance of the manufacturer's representation and set tare weights wherever possible.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.11.4 Manually check materials handling equipment for freedom and direction of movement.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.11.5 Check clearance on materials handling equipment as directed by the Owner.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2.11.6 Make all final adjustments during run in and conduct any required performance test.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2.11.7 Obtain a service engineer for technical assistance during installation of startup, if required.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2.11.8 As required obtain certification that all lifting and materials handling installations and other items of equipment comply with government regulations.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

ANNEXURE - I

FORMATS TO BE USED DURING PRE - COMMISSIONING AND
COMMISSIONING

(TOTAL 5 FORMATS)

FORMAT - I

INTIMATION REGARDING SYSTEM COMPLETION

PROJECT: _____
UNIT: _____

CUSTOMER: _____

Following system/sub-system has been mechanically completed in all respects with exceptions noted below. The system/sub-system can be taken up for checking and preparation of checklist.

SYSTEM/SUBSYSTEM NO.

SYSTEM/SUBSYSTEM DESCRIPTION:

EXCEPTIONS:

SIGNATURE

DATE

CONTRACTOR'S
CONSTRUCTION :
CO-ORDINATOR

The system is ready/ not ready for Check listing

OWNER:

PMC:

FORMAT - II

CHECKLIST

PROJECT:_____CUSTOMER:_____UNIT:_____

SYSTEM/SUB-SYSTEM_____

CHECKLIST TYPE

PRELIMINARY/FINAL

SL.NO.

CHECKLIST ITEMS

REMARKS

SIGNATURE

DATE

PMC:

OWNER:

F O R M A T - III

READY FOR PRE-COMMISSIONING CERTIFICATE

PROJECT: _____ CUSTOMER: _____
UNIT: _____

This is to certify that the following Plant/system/sub- system as detailed below is completely installed and all the Checklist points are carried out except for minor details as given in the attached list.

SYSTEM/SUB-SYSTEM No. _____

DESCRIPTION OF SYSTEM/SUBSYSTEM: _____

SIGNATURE DATE

CONTRACTOR 'S CONSTRUCTION
CO-ORDINATOR:

CONTRACTOR 'S COMMISSIONING
CO-ORDINATOR

The system is ready/ not ready for pre-commissioning

PMC / OWNER :

FORMAT - IV

READY FOR COMMISSIONING CERTIFICATE

PROJECT: _____ CUSTOMER: _____
UNIT: _____

This is to certify that all the necessary pre-commissioning activities for the system/sub-system as detailed below have been completed and the system/sub-system is ready for commissioning except for the minor details as given below which will not affect the commissioning trial runs.

SYSTEM/SUB-SYSTEM No. : _____

DESCRIPTION OF SYSTEM/SUB-SYSTEM: _____

SIGNATURE

DATE

CONTRACTOR 'S COMMISSIONING:
CO-ORDINATOR

SIGNATURE

DATE

PMC / OWNER:

F O R M A T - V

COMPLETION OF COMMISSIONING CERTIFICATE

PROJECT: _____ CUSTOMER: _____
UNIT: _____

This is to certify that the system/sub-system as detailed below has been successfully commissioned and is under operational control of Client's Production department.

SYSTEM/SUB-
SYSTEM _____

DESCRIPTION OF SYSTEM/SUB-SYSTEM: _____

SIGNATURE

DATE

CONTRACTOR'S
COMMISSIONING :
CO-ORDINATOR

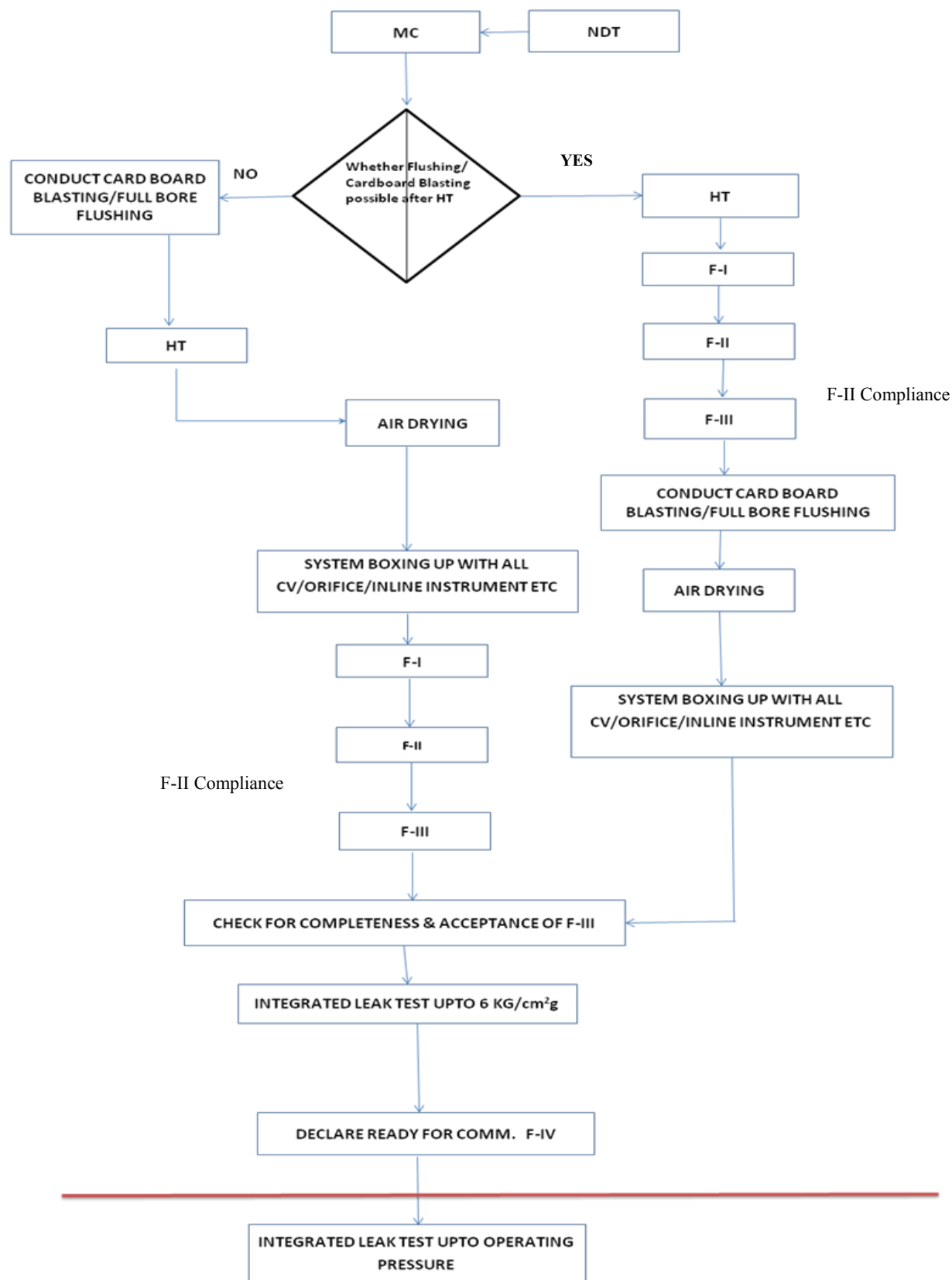
SIGNATURE

DATE

PMC / OWNER :

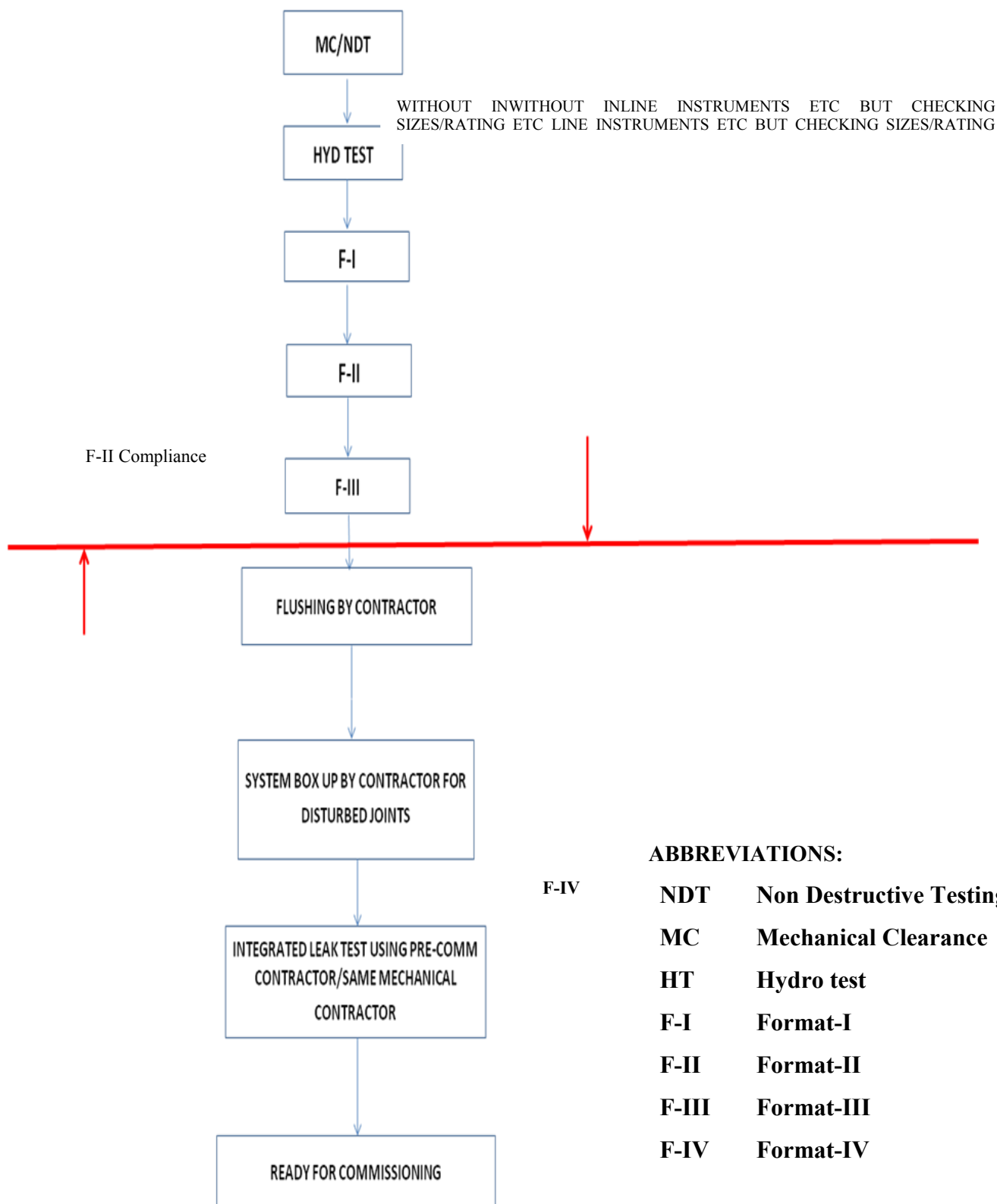
ANNEXURE-II

PRE-COMM ACTIVITIES NEED TO BE COMPLETED FOR DECLARING MECHANICAL COMPLETION WITHIN CONTRACTOR STIPULATED TIME FOR PROCESS SYSTEMS IN UNITS



ANNEXURE-III

PRE-COMM ACTIVITIES NEED TO BE COMPLETED FOR DECLARING MECHANICAL COMPLETION WITHIN CONTRACTUAL STIPULATED TIME FOR UTILITY SYSTEM IN UNITS



For reference purpose only

Specifications for field inspection, testing &
commissioning-6-51-0087

विद्युत संस्थापनों के साइट निरीक्षण, परीक्षण व कमीशनिंग के लिए विनिर्देश

SPECIFICATION FOR FIELD INSPECTION, TESTING AND COMMISSIONING OF ELECTRICAL INSTALLATIONS

3	10.6.14	REAFFIRMED & ISSUED AS STANDARD SPECIFICATION	AKG	SA	BRB	SC
2	03.03.09	REVISED & ISSUED AS STANDARD SPECIFICATION	RKS	NS	JMS	ND
1	14.07.03	REVISED & ISSUED AS STANDARD SPECIFICATION	HKM	RSG	VPS	SKG
0	02.08.01	ISSUED AS STANDARD SPECIFICATION	UAP	RR	VPS	MI
Rev. No	Date	Purpose	Prepared by	Checked by	Standards Committee Convenor	Standards Bureau Chairman
Approved by						

Abbreviations:

AC	:	Alternating Current
AFC	:	Approved for Construction
BIS	:	Bureau of Indian Standards
CCOE	:	Chief Controller of Explosives
CEA	:	Central Electricity Authority
DC	:	Direct Current
DCS	:	Distributed Control System
DGMS	:	Director General for Mines and Safety
ECS	:	Electrical Control Station
GI	:	Galvanized Iron
HV	:	High Voltage
IS	:	Indian Standard
MV	:	Medium Voltage
OISD	:	Oil Industry Safety Directorate

Electrical Standards Committee

Convenor: Mr. BR Bhogal

Members: Ms. S. Anand
Mr. Parag Gupta
Mr. M.K. Sahu
Mr. A.K. Chaudhary (Inspection)
Ms. N.P. Guha (Projects)

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2.0	CODES AND STANDARDS	4
3.0	FIELD INSPECTION, TESTING AND COMMISSIONING.....	4
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1.0 SCOPE

This specification covers the requirements for the field inspection, testing and commissioning of Electrical Equipment and Installation, forming part of electrical power distribution and utilisation system.

2.0 CODES AND STANDARDS

2.1 The field inspection, testing and commissioning of electrical equipment shall be carried out in line with this specification and the latest edition of following Indian Standards and OISD standards.

SP-30(BIS)	National Electrical Code.
IS 1255	Code of practice for installation and maintenance of power cables up to & including 33 kV rating.
IS-7816	Guide for testing Insulation resistance of rotating machines.
IS 10810(Part 43)	Method of Test for cables; Part 43 Insulation resistance.
IS 10810(Part 45)	Method of Test for cables; Part 45 High voltage test.
IS 12729	HV Switchgears
OISD 137	Inspection of Electrical Equipment.
OISD 147	Inspection and safe practice during electrical installation.

2.2 In addition to the above it shall be ensured that the installation conforms to the requirements of the following as applicable:

- a. CEA Regulations
- b. Regulations laid down by CEA / Electrical Inspectorate.
- c. Regulations laid down by Tariff Advisory Committee/Loss prevention council.
- d. Regulations laid down by CCoE/DGMS (as applicable).
- e. The petroleum rules (Ministry of Industry, Government of India).
- f. Any other regulations laid down by central / state / local authorities / insurance agencies

3.0 FIELD INSPECTION, TESTING AND COMMISSIONING

3.1 Contractor shall carry out complete field inspection, testing and commissioning of electrical equipment as per Inspection & Test plans.

3.2 Before the completed installation or an addition to the existing installation is put into service, inspection / pre-commissioning checks and tests shall be carried out by contractor. In the event of defects being found out, the same shall be rectified and the installation retested as applicable.

3.3 The pre-commissioning inspection among other requirements shall include visual inspection, checking the workmanship of the installation, the rating of equipment, safety clearances, sizes of cables installed, conformance to the AFC document, soundness of switchgear bus connections, wiring properly dressed and labeled, sealing of unused cable entries, checking of all safety interlocks, control/interface functions as per requirement etc.

3.4 Visual inspection for soundness of bus bar connections of busducts, terminal connections of equipment/motor shall be carried out. It shall be ensured that no foreign materials are present inside busduct and equipment terminal boxes. After the visual inspection, all the covers of terminal boxes, inspection chambers shall be refitted with gaskets, bolts & nuts as per equipment manufacturer's instructions.

3.5 Pre-commissioning tests shall include but not be limited to the following:

- Continuity test for each winding and power and control circuits.
- Insulation test for each winding and power and control circuit
- High voltage test for cables
- Dielectric strength test on transformer oil.
- Checking the correctness of wiring schemes, control circuit interlocks for intended functioning.
- Verification of phase sequence.
- Testing of all types of relays/releases for required operation.
- Testing of measuring instruments for proper functioning.
- Earth continuity test for all circuits.
- Checking of safety features for correctness of operation, etc.
- Checking of all wired interface contacts (analogue, digital input/output contacts) for DCS and ECS interface, at panel and equipment terminal chambers as applicable.

(Electrical contractor shall co-ordinate with other agencies involved for the above and provide support services for checking interfaces of electrical equipment and the intended functioning)

- Earth resistance measurement for each earth electrode, and the earthing system as a whole.
- Lighting installation shall be tested for correct illumination levels, with fittings installed. Fittings shall be operated only with specified type of a lamp or tube.

3.6 After the above tests and inspection are completed, control circuits shall be tested for correct operation under all operating combinations and proved correct before applying power to main circuit.

3.7 Plant Communication, Fire alarm detection and telephone system shall be checked for correct operation and intended function.

3.8 A close visual inspection of electrical equipment in hazardous areas shall be made to ensure that equipment is suitable for the classified zone and gas group and correctly installed, with all covers, bolts, nuts and hardwares intact and there is no physical damage mark seen on the enclosure

3.9 Site Acceptance Test procedure for specific equipment shall be furnished by the respective equipment vendor. The contractor shall provide necessary assistance to the equipment vendor to perform Site acceptance testing to enable the equipment vendor to perform the same.

3.10 All pre-commissioning checks and tests shall be carried out as per the directions of Engineer-in-charge. In addition to the equipment manufacturer's instructions, pre-commissioning check requirements shall also be complied. All tests shall be carried out by contractor in the presence of EIL/Owner's representatives

3.11 The contractor shall bring to site all required tools, tackles, and testing instruments for carrying out field testing. Contractor shall use only calibrated measuring and test instruments and shall maintain valid calibration records.

3.12 The **Insulation Resistance** test values for various electrical equipment shall be as below:

3.12.1 **Cables**

The insulation resistance test values for cables shall be as per following table:

Rated voltage of the Cable	DC Test Voltage in Volts	Minimum Insulation resistance in Mega ohms
Lighting and power circuit wiring	250	1
650/1100V grade cables	1,000	10
1,900/3,300V grade cables	1,000	200
3,800/6,600V grade cables	1,000	200
6,350/11,000V grade cables	5,000	200
8,700/15,000V grade cables	5,000	200
12,700/22,000V grade cables	5,000	200
19,000/33000V grade cables	5,000	200

3.12.2 **HV, MV and Miscellaneous Switchboards**

The insulation resistance test values for the switchboards shall be as per following table:

Rated voltage of the Switchboard	DC Test Voltage in Volts	Minimum Insulation resistance in Mega ohms
33,000V	5,000	200
11,000V	5,000	200
6,600V	1,000	200
3,300V	1,000	200
415V	1,000	100
240V	500	10
110V	500	10

3.12.3 **Generators and Motors**

3.12.4 The insulation resistance test values for the Generators and Motors shall be as per following table:

Rated voltage of the Generators and Motors	DC Test Voltage in Volts	Minimum Insulation resistance in Mega ohms at 40 °C
11,000V	5,000	120
6,600V	1,000	80
3,300V	1,000	50
415V	1,000	15
240V	500	12

3.12.5 Transformers

3.12.6 The insulation resistance test values for the Transformers shall be as per following table:

Rated voltage of the Transformers	DC Test Voltage in Volts	Minimum Insulation resistance in Mega ohms at 40 °C
Up to 600V	1,000	100
601 to 5000V	2,500	1,000
5001 to 15,000V	5,000	5,000
15001 to 35,000V	5,000	10,000

3.12.7 It shall be ensured that during insulation tests, electronic devices and components that are liable to get damaged on applied test voltage shall be disconnected from circuit. The instructions of equipment/panel manufacturer shall be followed strictly in this regard.

3.13 High-voltage Testing

3.13.1 DC high voltage test shall be conducted as per following table on all HV feeder cables and also on 1100 V grade cables where straight through joints have been made.

Rated Voltage of Cable (kV) U_0 / U^*	TEST VOLTAGE (kV) BETWEEN		Duration (Minutes)
	Any Conductor and Metallic Sheath/ Screen/Armour	Conductor to Conductor (For Unscreened Cables)	
0.65/1.1	3	3	5
1.9/3.3	5	9	5
3.3/3.3	9	9	5
3.8/6.6	10.5	18	5
6.6/6.6	18	18	5
6.35/11	18	30	5
11/11	30	30	5
12.7/22	37.5	-	5
19/33	60	-	5

* U_0 : Phase Voltage

U : Line Voltage

The cable cores must be discharged on completion of DC high voltage test and cable shall be kept earthed until it is put into service.

DC test voltage for old cables shall be 1.5 times rated voltage or less depending on the age of cables, repair work or nature of jointing work carried out, etc. In any case, the test voltage shall not be less than the rated voltage.

3.13.2 AC high voltage test shall be conducted as per following table on all HV Switchboards.

Rated Voltage (rms Value in kV)	Rated 1 Min. Power Frequency Withstand Voltage (rms Value in kV)		Duration in Minutes
	To Earth, Between Poles and Across Open Switching Device	Across the Isolating Distance	
U			
3.6	10	12	1
7.2	20	23	1
12	28	32	1
24	50	60	1
36	70	80	1
72.5	140	160	1

The withstand voltage values across the isolating distances are valid only for switching devices, where the clearance between open contacts is designed to meet the safety requirements specified for disconnectors.

- 3.14 All protective relays including thermal overload relays shall be tested by secondary injection current. Primary injection tests shall be carried out for differential protection, restricted earth fault protection at full/reduced current to ensure correctness of complete wiring.
- 3.15 Before energizing any equipment, 'COMMISSIONING CLEARANCE FORM' as per standard format shall be duly filled in by contractor and submitted to EIL/owner.
- 3.16 It shall be ensured that the electrical inspectorate approval is available before energizing the equipment

4.0 RECORDS

Contractor shall keep up-to-date records of all activities carried out and test results. Field inspection / test reports shall be submitted to EIL / Owner by the contractor in bound volumes (triplicate copies).

For reference purpose only

Standard specification for erection of
equipment & machinery-6-76-0001

उपस्कर एवं यंत्रों की स्थापना हेतु मानक विनिर्देश

STANDARD SPECIFICATION FOR ERECTION OF EQUIPMENT & MACHINERY

3	21.01.2013	Revised & Reissued	MA	RS	VK	DM
2	03.09.2008	Revised & Reissued	DM	PKR	AA	VC
1	30.05.2008	Revised & Reissued	DM	PKR	AA	VC
0	25.04.2001	Issued as Standard Specification	DM	AM	MR	MI
Rev. No	Date	Purpose	Prepared by	Checked by	Standards Committee Convenor	Standards Bureau Chairman
Approved by						

Abbreviations:

ASME	:	American Society of Mechanical Engineers
EC	:	Erection Contractor
EIC	:	Engineer-in-charge
ELCB	:	Earth Leakage Circuit Breaker
GAD	:	General Arrangement Drawing
IS	:	Indian Standard
NDT	:	Non Destructive Testing
SS	:	Stainless Steel

General Engg. Standards Committee

Convenor :	Mr. Vinay Kumar
Members :	Mr. S. Chanda
	Mr. J.M. Singh
	Mr. D. Khare
	Ms. Vartika Shukla
	Mr. M.P. Jain
	Ms. N.P. Guha
	Mr. Rakesh Nanda

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1.0 SPECIFICATION FOR ERECTION OF EQUIPMENT AND MACHINERY

1.1 Scope

This specification covers technical requirements for erection of all static and rotating equipment by erection contractor at site. This specification is applicable for all the erection tenders operated by EIL.

1.2 General

- 1.2.1 All necessary handling equipments, tools, tackles and precision instruments for carrying out the works as specified shall be provided by the Erection Contractor (EC) at his cost. EC must provide all tools and gauges for erection and alignment. Special tools, if any, received as part of machinery, will be given to EC for erection purposes, which shall be returned in good condition after use. Suitable deductions will be made by the Engineer-in-Charge (EIC) in case of loss or damage of the special tools. The value of such loss or damage will be decided by the EIC and EC shall be bound by such a decision.
- 1.2.2 Equipment Manufacturer's recommendations regarding preservation during storage at site and detailed specifications for the installation alongwith layout drawings, general arrangement/equipment outline drawings and sub-assembly drawings of the various equipment and machinery will be provided to EC during the performance of work. The requirements stipulated in these shall be fulfilled by EC in addition to what is stated in this specification. Erection shall be carried out as per the instructions and supervision of Machinery manufacturer's representative, wherever such supervisory services are applicable.
- 1.2.3 All the items of work covered in the tender shall be carried out as per this Specification and other details to be furnished to EC. However, EIC reserves the right to give additional/alternative specifications and instructions, at any time, for execution of any particular work and EC shall execute such works in accordance with such additional/alternative specifications and instructions of the EIC. Such a step taken by the EIC shall not constitute a breach of the contract.

1.3 Preparation for Erection

- 1.3.1 EC shall be responsible for organising the lifting of the equipment in the proper sequence, so that orderly progress of the work is ensured and access routes for erecting the other equipment are kept open.

Rigging procedure for all the major lifts (above 10 MT) and at maximum crane capacity shall be submitted by EC for the approval of EIC. However, approval to rigging procedure proposed by EC shall not relieve EC from his responsibility in following the proper lifting/erection methods on ensuring orderly.

- 1.3.2 Orientation of all foundations, elevations, length and disposition of anchor bolts and diameter of holes in the supports saddles shall be checked by EC, well in advance. Minor rectifications including chipping of foundations as the case may be, shall be carried out by EC after obtaining prior approval of EIC. EC shall also be provided with the necessary structural drawings and piping layouts etc. wherever required for reference. EC shall crosscheck such piping and structural drawings with actual construction at site and in case of any mismatch inform the EIC before taking up the erection.

- 1.3.3 During the performance of the work, EC shall keep structures, materials or equipments adequately braced by guys, struts or otherwise approved means which shall be supplied and installed by EC as required till the installation work is satisfactorily completed. Such guys, shoring, bracing, strutting, planking supports etc. shall not interfere with the work of other agencies and shall not damage or cause distortion to other works executed by him or other agencies.

2.0 ERECTION OF COLUMNS, TANKS, VESSELS AND DRUMS ETC.

2.1 Scope of work of Erection Contractor

- (a) Preparation of erection scheme and rigging procedure and obtaining its approval from EIC wherever necessary.
- (b) Withdrawal of equipments from Owner's storage point, checking and reporting its conditions, transporting the same to EC's stores of work site including unloading etc.
- (c) Erection on foundations furnished by Owner including aligning, levelling and grouting.
- (d) Assembly and fixing of demisters, grids, internal distributors and other internal fittings in Columns, Vessels etc.
- (e) Filling of Columns, Reactors, Vessels/Drums etc. with Raschig rings, supporting elements, sand, concrete etc. as required.
- (f) Welding of washers for equipments, erection of pipe davit & minor welding of their parts as per specifications and instruction of EIC.
- (g) Assembly & erection of Agitator (Mixer) along with drive unit (Motor) including all accessories for vessels/drums/reactors (wherever indicated) as per specification drawings & instructions of EIC.
- (h) Flushing, cleaning and drying of Columns, Vessels/Drums etc.
- (i) Completing the equipments in all respects for commissioning the plant as per drawings, specifications & instructions of EIC.
- (j) Any modification in the erected Columns, Reactors, Vessels/Drums to the complete satisfaction of EIC.

2.2 General Conditions of Erection

- 2.2.1 Unless otherwise specified Columns, Vessels, Drums etc. will be generally supplied to the Erection Contractor in single piece and EC will not be required to carry out any assembly or welding. In case column is supplied in multiple pieces and erection of the equipment is not possible in single piece, EC shall be responsible for lifting the pieces, for aligning, welding and hydrotest etc. in vertical position under the supervision of column Supplier (Fabricator). However, EIC shall be responsible for coordination between Erection Contractor & Fabricator. The schedule of quantities (SOQ) for equipment erection enclosed with the tender document outlines details of each equipment such as diameter, overall height, type of support (saddle/skirt/leg/bracket), position (horizontal or vertical) and approximate erection weight etc. However the erection elevation and location of equipment shall be as per the piping layout drawing enclosed with the tender.

- 2.2.2 Rigging procedures and erection schemes for all the heavy lifts weighing 10 MT & above shall be prepared by EC and got approved by EIC. Approval by EIC shall not relieve EC of his responsibilities. The details to be submitted will include the location of equipment from where it will be lifted, location of crane(s), details of crane(s) (like configuration, boom length, operating radius, boom point elevation, clearance underside the boom and the equipment, lifting capacity, counter weights to be deployed, holds on any neighbouring foundations, structures, equipments etc.), the load chart of the crane(s), design of the lifting tackles like spreader beam, D-shackles, wire rope slings etc. Unless the erection scheme and rigging procedures are approved by EIC, erection of such equipments shall not be undertaken in any case by EC.
- 2.2.3 Before starting the erection of Columns, Vessels etc., top surface of the foundations is to be cleared/chipped, roughened to obtain proper bond, while grouting. Also the sleeves are to be cleaned before erecting the equipments. Line (orientation) and levels are to be marked on all the foundations to facilitate checking of alignment.
- EC shall also check the correct elevation and orientation of civil, structural foundations, before proceeding with the erection work. Discrepancy, if any, shall be brought to the notice of EIC. However, minor rectifications and chipping of foundations upto a thickness of 15 mm in foundation height shall be carried out at no extra cost, by the EC. EC shall be responsible for supply of levelling plates, (if required) and shall carry out levelling of equipment under the directions of EIC.
- 2.2.4 While handling, transporting or erecting the equipments, care shall be taken not to damage the nozzles, instrument connections, structural clips etc. EC shall also take care of the orientation of the nozzles and other connections of the equipments while erecting the same and ensure compliance with the drawings and specifications supplied. Discrepancy, if any, in the number/orientation of the nozzles, cleats etc. should be brought to the notice of the EIC before actual erection is started.
- 2.2.5 Verticality of the Columns, Reactors/Vessels shall be checked with theodolites. After erection the equipment shall be levelled and properly aligned with necessary shims and wedges supplied by EC, at his cost. After the level, alignment and verticality etc. are checked and approved by EIC, EC shall carry out grouting.
- 2.2.6 EC shall produce recent test certificates of the slings which they will be using for erection work. However, retesting of the slings shall be done at site by EC at his cost, as and when required by EIC. The weights of test loads shall be as per IS-807. The test loads shall be supplied by EC at his cost. Tested slings will be punched for test loads and date of testing as directed by EIC.
- 2.2.7 EC shall also carry out the assembly, erection, levelling and alignment of all types of weir plates, baffles, distributors, collectors, spray nozzles, demisters, grids and other internal fittings etc. Work shall be carried out as per manufacturer's standards/specifications which shall be made available to EC at the time of erection. Raschig rings, molecular sieves, intalax saddles packing and other types of tower packings such as sand, catalyst etc. and SS wire mesh shall be loaded into sections of Vessels, Columns as per specifications and drawings. Details for internals to be installed by EC shall be as per separate schedule of quantities enclosed with the tender document. All packings except clay and lime stone shall be washed with water before filling. Bottom layers, if required, shall be arranged as directed and random filling shall be done afterwards with equipment filled with water. Installation of packings, shall be done only after flushing and cleaning of Columns/Vessels and completed to the satisfaction of EIC.

- 2.2.8 EC shall carry out minor welding for attachment of prefabricated pipe davit parts such as rain covers, handles etc. with pipe davit, during or after erection of the same as per the manufacturer's specifications, at no extra cost to the Owner.
- 2.2.9 EC shall execute erection of wooden pillow for saddle support for cold horizontal vessels wherever necessary as indicated on the drawings/ EIL STD 7-12-0003 and as per the instructions of EIC.
- 2.2.10 EC shall execute assembly & erection of agitator/mixer along with drive unit including all accessories as per supplier's instructions, specification drawings & instructions of EIC.

2.3 Flushing & Cleaning of Columns, Vessels, Drums etc.

- 2.3.1 After the erection, alignment and grouting of these equipments are complete, flushing and cleaning shall be carried out by EC as per specifications and instructions of EIC.
- 2.3.2 After flushing, cleaning and draining, equipments shall be dried by compressed air at the pressure and for duration decided by the EIC. The Vessel interior shall be thoroughly inspected to the complete satisfaction of EIC before it is finally boxed up. Boxing up of manholes and handholes shall be leak proof. All joints which need remaking, shall be remade. Compressed air for drying shall be arranged by EC.

2.4 Inspection and Acceptance Limits for Level and Alignment

- 2.4.1 Co-ordinates of foundations/supporting structures/mounting holes etc. shall be checked with respect to the plot plans by EC.
- 2.4.2 Before equipments are placed on foundations, orientations shall be checked with respect to piping drawings.
- 2.4.3 When equipments are firmly bolted down but prior to grouting, verticality of all the Columns, vertical vessels etc. shall be checked by using theodolite. Tolerances for equipment after erection shall be as per EIL Standard 7-12-0001. The allowable deviation from plumb line shall be 1 mm per metre height, subject to maximum of 15 mm unless otherwise stated on the drawings.
- 2.4.4 Horizontal Vessels shall be checked for level across machined face of nozzle flanges with precision level.

2.5 Additional requirements for Underground buried vessels

2.5.1 Underground vessels for operating temp upto 60°C

The vessels shall be supplied at site with one coat of inorganic zinc silicate primer duly applied on its external surfaces as per Spec. 6-79-0020. All other works such as application of coaltar enamel, as per 6-79-0020 & wrapping and coating as per EIL Spec. 6-79-0011 shall be carried out by EC. This shall include necessary materials, tools and tackles to complete the Job in all respect as per the instructions of EIC.

2.5.2 Underground Vessels for operating temp. Above 60°C and upto 300°C

The vessels shall be supplied at site with one coat of inorganic zinc silicate primer as per Spec. 6-79-0020 duly applied on its external surfaces. EC shall be required to carryout touch-up and repair of outside primer before erection of equipment.

- 2.5.3 EC shall do the necessary excavation, backfilling and removal of surplus earth at the site as per the directions of the EIC. EC's rate shall include the excavation, blast cleaning, painting, wrapping by kraft paper, placing and fixing of Vessels, backfilling and removal of excess earth.

3.0 ERECTION OF MECHANICAL EQUIPMENT

3.1 Scope of Work of Erection Contractor

The scope of EC shall consist of withdrawal and transportation of equipments and accessories from Owner's stores to site, assembly of loose supplied components/parts erection of equipment on foundations, levelling, aligning and grouting, preparation of equipments for trial runs and hand over in fit condition for the start up of the plant as per instructions of EIC.

3.2 Details of Owner Supplied Equipments

Equipments to be erected shall be supplied by the owner. Equipments may be supplied in any of the following conditions.

- Single equipment such as filter, static mixer, silencer etc.
- Skid mounted equipment, fully assembled.
- Skid mounted equipment with some items supplied loose or as subassemblies involving interconnections also.
- System comprising of many equipments, skids with interconnected piping & hook up.

3.3 Technical Requirements

- 3.3.1 All equipment/machinery erection shall be done by experienced fitters. For this purpose EC shall employ an experienced erection supervisor and crew who have done similar jobs.
- 3.3.2 EC shall study the layout drawings, for the machineries and equipments with their auxiliaries, controls defining scope of supply.
- 3.3.3 Equipments shall be checked for any damages as a result of transport, handling and defects, if any, shall be reported to the EIC. Rectification of defects shall be carried out in accordance with approved procedure.
- 3.3.4 Correct procedures for handling of equipment & installation on the foundation shall be followed as given in the manufacturer's manual. In case of non-availability of such procedures, EC shall develop & submit handling procedures for all equipment weighing more than 10 metric tonnes. The handling procedure shall be approved by the EIC.
- 3.3.5 EC shall check the correctness of equipment foundations or supporting structures as per the drawings. Equipment/Skid foot print dimensions shall be verified to match with the foundation. Minor chipping of foundation, pockets if required shall be carried out by EC.
- 3.3.6 All accessories like pressure gauges, seal oil, cooling water & Lube oil headers etc., shall be tagged and separately kept in Contractor's stores till erection. All flanged connections and openings shall be kept blanked with dummies, plugs to prevent entry of foreign particles.
- 3.3.7 Equipments shall be installed on the foundations in proper sequence. Incase the equipments are delivered in subassemblies, EC shall do the assembly work as per manufacturer's instructions.
- 3.3.8 Equipments shall be installed in the correct orientation and alignment.

- 3.3.9 After installation and levelling the equipment shall be grouted with the specified grouting applied to the baseplate and support.
- 3.3.10 EC shall remove all the packing and protective devices used during transport and handling from the equipment such as shock absorbent materials from machined faces, blocking of shafts or rolling bearings & restraining devices from instruments, safety devices and protective equipments.
- 3.3.11 After the grouting is set & cured, the foundation bolts shall be checked to make sure that they are in straight and vertical position and properly tightened. Shims, if used, shall be on either side of the foundation bolts.
- 3.3.12 Desiccant, catalyst where supplied loose shall be loaded on to the respective vessels in specified quantities as per the suppliers instructions.
- 3.3.13 Internals, where supplied loose shall be assembled as per the drawings and manufacturer's instructions.
- 3.3.14 Unless otherwise specified, all the instruments such as pressure gauges, sight glasses temperature recorders etc. including instrument panels, if any, supplied along with the equipment with necessary connections, shall be installed by EC as part of Equipment erection.
- 3.3.15 Equipments shall be checked for final cleanliness before boxing up.
- 3.3.16 Any interconnected piping & ducting shall be properly installed and supported. EC shall connect the gas, steam, air, utility piping, instruments, oil piping etc. as per manufacturer's drawings, specifications and instructions of the EIC.
- 3.3.17 Safety devices shall be correctly installed.
- 3.3.18 Ladders, platforms, walkways shall be correctly installed with handrails, and flooring shall be properly secured.
- 3.3.19 Field welding, where specified shall be in accordance with the specified procedures and NDT tests where specified shall be carried out. Results of NDT tests shall be recorded.
- 3.3.20 Equipment alignment & couplings shall comply with tolerances specified in manufacturer's drawings and manuals. Provisions of dowel pins or similar arrangements for retaining the alignment shall be carried out.
- 3.3.21 After the piping has been connected, the alignment shall be checked by EC again, to ensure that piping connections do not induce any undue stresses on the Equipments. After making necessary corrections on the piping, if any, realignment shall be done by EC to ensure that no undue stresses are induced on the equipment.
- 3.3.22 Painting, insulation & fireproofing where specified shall be carried out in accordance with the applicable specifications attached in the tender document.
- 3.3.23 Any alterations, deviations made during equipment erection with respect to manufacturer's drawings or instructions shall be duly recorded and approval shall be taken from the EIC.
- 3.3.24 Any special tools, tackles supplied along with the equipment and used during installation shall be returned to the stores through the EIC.
- 3.3.25 Any protection of the equipment after installation, if required shall be carried out in accordance of the instructions of the EIC.

3.4 Trial Runs

- 3.4.1 Wherever specified, Machinery & Equipment erected & installed by EC under the supervision of Machinery/Equipment supplier shall be subjected to trial runs in accordance with clause 5.4 of this specification. Job specific trial run procedure, if specified, supersedes the trial run procedure as described in clause 5.4.

3.5 System Start-up

During this phase of work, EC shall provide as part of his work necessary skilled personnel as per requirement of EIC. Any defects noticed in the Equipment shall be made good by EC at his cost if such defects are attributable to him.

4.0 HEAT AND MASS TRANSFER EQUIPMENT

This section covers the minimum requirements for erection of the following equipment by the EC.

- Deaerator
- Trays/tower Internals And Tower Packings
- Separators And Internals
- Shell And Tube Heat Exchangers
- Double Pipe Exchangers
- Electric Heaters
- Plate Exchangers
- Plate Fin Exchangers
- Sulphur Recovery Unit Equipment like Combustion Chambers, Waste Heat Boilers, Sulphur Condensers, Incinerators, Burners, Etc.
- Waste Heat Recovery Units
- Desalters
- Vacuum Ejectors
- Ejector Condensers

4.1 Scope of Work of Erection Contractor

- 4.1.1 Preparation of erection scheme and rigging procedure and obtaining its approval from EIC wherever necessary.
- 4.1.2 Withdrawal of equipment from Owner's storage point, checking and reporting its conditions, transporting the same to EC's stores and work site including unloading etc.
- 4.1.3 Preparation of foundation by chipping & installation of base plates for foundations. Minor rectifications & chipping of foundations up to a thickness of 15 mm due to error in foundation height, shall be carried out by the EC at no extra cost
- 4.1.4 Before starting the erection, top surface of the foundations are to be cleaned/chipped/roughened to obtain proper bond while grouting. Line (Orientation) & Levels are also to be marked on the respective foundations prior to erection to facilitate checking of alignment.
- 4.1.5 Supply of necessary shims, levelling plates, wedges, sliding base plate.
- 4.1.6 Erection on foundations furnished by Owner including aligning, levelling and grouting.

- 4.1.7 Assembly and fixing of trays, tower internals (distributor, bed limiter, support plate, chimney trays, vapour distributor etc.), demisters, grids, internal distributors and other internal fittings in columns, vessels etc.
- 4.1.8 Installation of transformers on desalters and their electrical connection to electrode grid etc.
- 4.1.9 Welding of chimney trays, lattice girders, beams etc. wherever required.
- 4.1.10 Carrying out minor adjustments, modifications, seal welding of seal plates etc. wherever necessary during installation.
- 4.1.11 Checking of installed trays & tower internals and filling of installation formats as referred in 6-14-0016.
- 4.1.12 Filling of columns, vessels/drums etc. with Raschig rings/Pall rings/ Structured packing, as required.
- 4.1.13 Welding of washers for equipment, erection of pipe davit & minor welding of their parts as per specifications and instruction of EIC.
- 4.1.14 Hydrotesting of shell and tube heat exchangers if the time gap between last hydrotest is more than six months or in case it is found to be necessary by EIC. Procedure is given in para 4.3 & 4.4 below. EC to note that any equipment which are refractory lined at shop shall not be hydrotested.
- 4.1.15 Flushing, cleaning and drying of equipment using compressed air and blinding to prevent ingress of rain, dust etc.
- 4.1.16 Installation of refractory lining, brick lining, ceramic boards etc., as per specifications, recommendations of manufacturer and instructions of EIC.
- 4.1.17 Mounting of instruments like safety valves, rupture disks, sight glasses etc as required.
- 4.1.18 Completing the equipment in all respects for the commissioning of the plant as per drawings, specifications & instructions of EIC.
- 4.1.19 Any modification in the equipment to the complete satisfaction of EIC.
- 4.1.20 In addition to the above EC may be called upon to do other jobs like rectification of defects etc. as per instructions of EIC.

4.2 General Conditions of Erection

- 4.2.1 All carbon steel components of trays/tower internals shall be cleaned to remove rust preventive coating.
- 4.2.2 All welding shall be done by qualified welders only. The electrodes/filler material to be used shall be compatible with the metallurgy of component and shall be used only after prior approval of EIC.
- 4.2.3 A proposed Welding Procedure Specification (WPS) shall be submitted to EIL/ Owner's Inspector for his approval. On approval, a Procedure Qualification Test (PQT) shall be conducted which shall be witnessed by EIL/Owner's Inspector. On acceptance of all tests as per ASME Section IX, a final WPS along with Procedure Qualification Record (PQR) shall be submitted. Production welding shall start only after approval of final WPS/PQR and

qualification of welders as per ASME Section IX. EIL/Owner's Inspector may accept previously qualified WPS/PQR at his sole discretion.

- 4.2.4 Lattice girders wherever provided for supporting tray & tower internals have been designed in such a way that various components pass through column manway. Components/parts of lattice girders are to be welded inside the column as per respective drawings. EC shall also ensure that all parts of lattice girder are properly welded & levelness of the lattice girder shall be checked before & after the welding. The limits of levelness as mentioned in GA drawings shall be adhered to.
- 4.2.5 The rigging procedure shall include the following as a minimum:
- Location of equipment from where it will be lifted, location of crane(s), details of crane(s) (like configuration, boom length, operating radius, boom point elevation, clearance underside the boom and the equipment, lifting capacity, counter weights to be deployed, holds on any neighbouring foundations, structures, equipment etc.), the load chart of the crane(s), design of the lifting tackles like spreader beam, D-shackles, wire rope slings etc. Unless the erection scheme and rigging procedures are approved by the EIC, erection of equipment shall not be undertaken in any case by the EC.
- 4.2.6 While handling, transporting or erecting the equipment, care shall be taken not to damage the nozzles, instrument connections, structural clips, refractory lining etc. EC shall also take care of the orientation of the nozzles and other connections of the equipment while erecting the same and ensure compliance with the drawings and specifications supplied. Discrepancy, if any, in the number/orientation of the nozzles, cleats etc. should be brought to the notice of the EIC before actual erection is started.
- 4.2.7 After erection, the equipment shall be levelled and properly aligned with necessary shims and wedges supplied by EC, at his cost. After the level, alignment and verticality etc. are checked and approved by EIC, EC shall carry out grouting.
- 4.2.8 EC shall produce recent test certificates of the slings which they will be using for erection work. However, retesting of the slings shall be done at site by the EC at his cost, as and when required by the EIC. The weights of test loads shall be as per IS-807. The test loads shall be supplied by EC at his cost. Tested slings will be punched for test loads and date of testing as directed by EIC.
- 4.2.9 EC shall also carry out the assembly, erection, levelling and alignment of all types of weir plates, baffles, distributors, collectors, spray nozzles, demisters, grids and other internal fittings etc. Work shall be carried out as per manufacturer's standards/specifications which shall be made available to EC at the time of erection. Raschig rings/Pall rings/Structured packing, molecular sieves, intalox saddles packing and other types of tower packing such as sand, catalyst etc. and SS wire mesh shall be loaded into sections of vessels, columns as per specifications and drawings. Details for internals to be installed by EC shall be as per separate schedule of quantities enclosed with the tender document. All packing except clay and lime stone shall be washed with water before filling. Bottom layers, if required, shall be arranged as directed and random filling shall be done afterwards with equipment filled with water. Installation of packing, shall be done only after flushing and cleaning of columns/vessels and completed to the satisfaction of EIC.
- 4.2.10 EC shall carry out minor welding for attachment of prefabricated pipe davit parts such as rain covers, handles etc. with pipe davit, during or after erection of the same as per the manufacturer's specifications, at no extra cost to the Owner.
- 4.2.11 EC shall install base plate over the sliding end foundation before erection of shell and tube exchangers.

- 4.2.12 Levelling and plumbness shall be approved by EIC and shall be checked using theodolite before grouting and final finishing of the foundations. The record of the same shall be maintained.
- 4.2.13 EC to ensure that shell and tube exchangers shall be firmly bolted down to foundations at the fixed end. Further EC to ensure that foundation bolts at the sliding saddle end are at the centre of slotted holes & nuts at sliding end are only hand tightened. Projected bolt threads shall be properly protected by application of grease etc. to avoid rusting and for facilitating free movement of nuts.
- 4.2.14 EC shall ensure that no equipment is subjected to any corrosion during any stage during his period of work till handing over to EIC/Client.
- 4.2.15 Instruments, as required, shall be mounted by EC. On instructions of EIC, EC shall also remove and hand over the instruments to EIC for calibrations. During this period, EC shall cover all openings to protect the equipment.
- 4.2.16 Before transportation to site, EC shall check and report to EIC on the condition of equipment, specifically highlighting the nitrogen pressure indicated in the nitrogen gauges and the absence of blinds on any of the nozzles.
- 4.2.17 In case the shell and tube exchangers are to be stacked, but have been stored as single shells at the store, then EC shall erect the bottom most shell, then erect other shell(s) sequentially using the nozzle gaskets/bolting and saddle bolting supplied by owner. Additional shims, if necessary, shall be supplied by EC. If the exchangers do not have interconnecting nozzles, then nozzle elevations shall be maintained as per piping GAD.
- 4.2.18 All equipment, consumable and other accessories required for completion of the job shall be arranged by the EC. This would include but not limited to cranes, tools and tackles, manpower etc; machinery for cutting, grinding, drilling etc. of base plates; instruments like dumpy level, plumb lines, Engineer's levels, precision levels, theodolite, straight edges etc. for checking the alignment/erection accuracy, hydrostatic testing pumps, potable water for hydrotesting, necessary materials including making the arrangements for hydro-testing, hoses, compressed air supply, pressure gauge, sealing taps, blinds, shims and wedges for alignment etc.
- 4.2.19 EC shall execute the erection of wooden pillows for saddle supports for cold equipment as indicated in schedule of quantities, EIL standard 7-12-002 and instructions of EIC.
- 4.2.20 For bought out items like plate exchangers, plate fin exchangers, electric heater, etc. vendor's instructions shall be followed.
- 4.2.21 For erection of piping of ejector system, EC shall follow relevant erection specification of piping for the project.
- 4.2.22 EC shall check the health of the equipment refractory lined at shop on receipt and shall report any defect or damage in the same to EIC. During installation all precautions shall be taken to avoid any damage to refractory lining. Any damage to refractory during erection shall be repaired by EC at his own cost without loss of time.
- 4.2.23 Wherever equipment with refractory are bolted or welded at the girth joints, the gaps between the refractory shall be suitably filled with ceramic fiber of suitable grade as given in the drawings or other relevant documents of the equipment.
- 4.2.24 Refer section 1.0 (General) for additional requirements.

4.3 Hydrotesting of Shell and Tube Exchangers including Condensers

- 4.3.1 These shall hydrotested at site using potable water. Hydrotesting of both shell and tube sides shall be carried out as per procedure given below or as per instructions of EIC. For exchangers fitted with SS bellow or SS part, potable water with max. 25 ppm chlorides shall be used for hydrotesting.
- 4.3.2 Suitable pump set, piping, test pressure gauges and other instruments, water-hoses, temporary gaskets, metallic blinds, bolts, nuts, consumable and other temporary arrangements and equipment for testing shall be provided by the EC at his cost. Test pressure gauges shall be calibrated by the EC and got approved from EIC.
- 4.3.3 Stacked exchangers shall be hydrotested in stacked conditions.
- 4.3.4 Test pressure shall be as indicated in the name plates mounted on each exchangers. Duration of hydrotest shall be at least one hour. Test pressures and duration of hydrotest may be reduced by EIC. Minimum test water temperature shall be 20°C.
- 4.3.5 Any defects noticed during hydrotesting shall be repaired by EC as per the procedure approved by EIC. Cost for rectifying defects, not attributable to the EC shall be paid separately.
- 4.3.6 No equipment shall in general form part of the piping loop during hydrotesting and shall be blinded off, except when instructed otherwise by EIC.
- 4.3.7 EC to take adequate care during pressurising & depressurising the equipment. EC shall also take care of any instruction given regarding hydrotest in the exchanger drawing.

4.4 Hydrotesting Procedure

- 4.4.1 Shell side & tube side shall be hydrotested separately, unless specified otherwise. If both sides are to be tested together, a warning plate would be fixed to the exchanger, and the instructions given therein are to be followed.
- 4.4.2 The side, shell or tube which ever to be tested at higher pressure shall be taken first.
- 4.4.3 During hydrotest all gasket joints should be checked for any leakage. In case of leakage from any gasket joint, bolting at that joint shall be further tightened following proper tightening sequence (bolts should not be overtightened or tightened by hammering). In case it is not possible to stop leakage by bolt tightening, drain the water in exchanger & replace gasket at that joint by new gasket (gasket will be supplied by owner). After replacing gasket exchanger must be again hydrotested with same procedure to ensure leak tightness.
- 4.4.4 In case of floating head heat exchangers, if it is found during hydrotest that the pressure is dropping, while the external gasketed joints are not leaking, this could be due to floating head gasket joint leakage. This shall be further investigated, by removing shell cover & pressurising tube side to check the floating head gasket joint leakage. In case of leakage observed at floating head flange joint, replace floating head gasket by new gasket. After replacing gasket exchanger must be again hydrotested first on tube side & then on shell side with same procedure to ensure leak tightness of gasket joints.

In case of heat exchangers with shell side hydrotest pressure higher than tube side, it is possible that above procedure (with tube side hydrotest to detect floating head gasket leakage) may not help. Absence of leakage during this test is not conclusive in such a case, as the shell side pressure was dropping during hydrotest. In such a case, floating head gasket shall in any case be replaced and then equipment retested to ensure leak tightness.

- 4.4.5 When hydrotested as per above procedure after floating head gasket replacement, if it is observed that test pressure is still dropping, this could mean leakage from tube to tubesheet joint. For such cases matter shall be reported to EIC for further investigations/instructions.

4.5 Flushing & Cleaning

- 4.5.1 After the erection, alignment and grouting of these equipment are complete, and after hydrotest if any, flushing and cleaning shall be carried out by EC as per specifications and instructions of the EIC.
- 4.5.2 After flushing, cleaning and draining, equipment shall be dried by compressed air at the pressure and for duration decided by EIC. The equipment interior shall be thoroughly inspected to the complete satisfaction of EIC before it is finally boxed up. Boxing up of manholes and handholes shall be leak proof. All joints which need remaking, shall be remade. Compressed air for drying shall be arranged by EC at his cost.

4.6 Inspection and Acceptance Limits for Level & Alignment

- 4.6.1 Co-ordinates of foundations/supporting structures/mounting holes etc. shall be checked with respect to the plot plans by EC.
- 4.6.2 Before equipment are placed on foundations, orientations shall be checked with respect to piping drawings.
- 4.6.3 When equipment are firmly bolted down but prior to grouting, verticality of all equipment shall be checked by using theodolite. Tolerances for equipment after erection shall be as per EIL Standard 7-12-0001. The allowable deviation from plumb line shall be 1 mm per metre height, subject to maximum of 6 mm.
- 4.6.4 Horizontal equipment shall be checked for level across machined face of nozzle flanges with precision level.
- 4.6.5 Difference in elevation of centerline from one end to the other end shall not be more than 1 mm per meter and limited to ± 3 mm maximum. Further elevation difference shall be such as to ensure complete draining of equipment.
- 4.6.6 Survey of column inside and checking the levelness of support rings, location of bolting bars to ensure that the same are as per column drawings and within tolerances specified in standard 7-14-0001. In case these are not within permissible tolerances, the same shall be reported to EIC for necessary rectification/modification.

4.7 Safety, Health & Environment

EC shall install an exhaust fan for exhaling welding/ cutting fumes etc. and to maintain adequate oxygen level, before any work is started inside confined spaces (i.e. columns). Adequate ventilation shall be maintained at all times. Gas/LPG cylinders shall not be taken inside confined space. When a worker/supervisor enters a confined space, it shall be mandatory to have a second man as standby. Safety belts shall be worn while entering columns, if there is a danger of falling. All ladders/stair cases shall be in place before any item is offered to owner's inspectors. Rope ladders/scaffolding shall be provided inside the column in case tower internals are not easily approachable from column manhole. Low voltage (24 V) lamps equipped with guards shall be used to prevent accidental contact with bulb. All electrical connections shall be through ELCB's and proper earthing shall be ensured. Acids and other materials used for pickling shall be disposed off to a designated place as directed by owner/EIL. All statutory Regulations and owner's safety, health and environment requirements

shall be complied with. Inspection aids for carrying out the inspection of internals shall also be provided.

5.0 ERECTION OF ROTATING EQUIPMENT

5.1 Scope of Work of Erection Contractor

The scope of work shall consist of transportation of Rotating Equipments and accessories from Owner's stores to site, assembly of sub-assemblies/parts, erection of Rotating Equipments on foundations, levelling, aligning and grouting, preparation of Rotating Equipments for trial runs, carrying out no load/trial runs, return of any unused material to the owners stores and hand over in fit condition for the start- up of the Plant, as per instructions of EIC.

Defects due to EC's fault noticed during trial runs shall be rectified by him. Schedule of Quantities, indicate estimated numbers, dimensions and weights of the Rotating Equipments. The actual data on dimensions and weights will be in the vendor data manuals.

The term 'Rotating Equipment' includes all pumps, compressors, steam & gas turbines, fans and blowers, diesel engine/steam turbine/gas turbine generator sets along with drivers accessories & auxiliary systems.

5.2 General Conditions of Erection

5.2.1 All Rotating Equipment erection shall be done by experienced fitters. For this purpose EC shall employ experienced and suitably qualified erection supervisor and crew who have done similar jobs.

5.2.2 The Rotating Equipment manufacturer's instructions as available regarding installation and trial runs will be passed on to EC during the course of work. The requirements prescribed therein shall be met in addition to what is stated in this specification. Erection shall be carried out as per instructions of the Rotating Equipment manufacturer's representative and under their supervision whenever the manufacturer is present at site. In all other cases instructions of the EIC, regarding procedure/sequence of erection shall be binding on EC.

5.2.3 For all Rotating Equipment, EC shall follow the proper sequence for assembly and erection. For Rotating Equipment received along with driver in coupled condition, the coupling bolts shall be dismantled by EC, and alignment shall be rechecked. Realignment, if required, shall be done before recoupling.

Where drivers and couplings are provided separately, drilling and tapping of holes in the base plates for fixing drivers, fixing of couplings on shafts, after enlarging the pilot bores to the correct size with key way etc. and dowelling including provision of dowel pins, alignment screws, jack-up screws or similar arrangements for retaining the alignment shall be carried out by EC as part of erection work. Shims & wedges as required for alignment shall be supplied by EC.

5.2.4 Process and utility (such as cooling water, steam flushing, quenching, lubricating oil, sealing etc.) connections connected with rotating equipment and its auxiliaries shall be fabricated and/or installed by EC from materials supplied by the Owner as per drawings, specifications and instructions of the EIC.

5.2.5 Piping and accessories supplied with the rotating equipment such as seal oil/Gas system, cooling water system & Lube oil system etc. shall be tagged separately and kept in EC's stores till erection. All flanged connections and openings shall be kept blanked with dummies/plugs to prevent entry of foreign matter.

5.2.6 The local mounted instruments such as pressure gauges, sight glasses, temperature gauges etc. and Local instrument panels, if any, with necessary connections, shall be installed by EC as part of rotating equipment erection.

5.2.7 After initial alignment, the Rotating Equipments shall be properly grouted. Grouting shall be carried out as per this specification. Wherever grout holes are provided in the base plates, grout shall be filled through them also.

Epoxy grout where recommended by the rotating equipment manufacturer, shall be provided by EC and shall be as specified in this standard.

5.2.8 Alignment between the Driver and driven equipment shall be done without connecting the equipment nozzles to respective piping. After completion of alignment, the equipment shall be connected to Piping. After the piping has been connected, the alignment shall be re-checked by EC, to ensure that piping connections do not induce any undue stresses on the Rotating Equipments. After making necessary corrections on the piping, if any, re-alignment shall be done by EC and he will ensure that no undue stresses are induced on the Rotating Equipment.

5.3 Special Instructions

EC in addition to general instructions for erection as outlined in para 5.2 above, shall also follow the following special instructions.

5.3.1 Pumps

Depending upon the size of equipment, Pump train will be supplied for erection in any of the following modes :

- (a) Pumps with drivers and accessories fully assembled on a common skid (Base plate).
- (b) Pumps mounted on base plate and couplings and driver supplied loose in separate packs.
- (c) Various major components such as pump, drivers, couplings, gear boxes & base plates auxiliary systems like lube, seal flush equipment in separate packs.

5.3.2 Reciprocating Type Compressors

5.3.2.1 Reciprocating compressors may be supplied for erection in knocked down condition in multiple packaged subassemblies such as frame assembly, distance pieces, fly wheels, cylinder block assemblies, valve assemblies etc. and other accessories such as, drivers, couplings, gear boxes (if any), control panels, gauge boards, coolers, lube oil systems, cooling water systems, etc. would be in separate packages.

Besides the above there would be other packages for loose supplied items such as instruments, pre-fabricated piping, and piping/tubing in commercial lengths.

Lifting devices for erection shall be arranged by EC depending on the weight of packages and elevation of installation.

5.3.2.2 In case of Rotating Equipments received in knocked down condition, the various parts shall be assembled as per instructions of the EIC and as per manufacturer's instructions. All parts of the Compressor shall be thoroughly cleaned with solvents to remove protective compounds if any, before assembly.

5.3.2.3 The compressor, driver and other accessories shall be erected on their respective foundations and the compressor, couplings, gear box and driver shall be aligned and grouted as per the manufacturer's instructions and instructions of EIC and the manufacturers supervisor (when present). There-after all process and utility, drain & vent connections shall be completed as per the relevant drawings/instructions of equipment manufacturer and advice of EIC.

5.3.2.4 Final alignment shall be done after all the piping connections such as water, steam, drains and connection to coolers etc. are made. Tolerances for alignment shall be maintained as specified in the Manufacturer's Instruction Manual. To ensure that piping connections do not induce any undue stresses on the Rotating Equipment, the alignment shall be checked once again by EC after the piping has been connected. Any correction necessary for proper alignment shall be done by EC.

5.3.2.5 EC shall carefully study the vendor drawings, manuals and other data before start of the job to ensure correct erection, alignment and commissioning.

5.3.3 Centrifugal Compressors & Expanders

5.3.3.1 Centrifugal Compressors are supplied for erection in multiple packages such as,

- Compressor casings
- Drivers (Electrical motors, Steam/Gas turbines - ♦)
{ ♦ : Steam/Gas turbines would be further supplied in multiple packages }
- Base plates (or skids)
- Lube oil/control oil systems
- Sealing systems
- Air filters (for gas turbines & compressors for air service)
- Temporary strainers
- Couplings
- Gear boxes
- Coolers
- Gauge boards
- Control panels
- Lube & Seal Oil tanks
- Fire systems (for gas turbines)
- Condensers (for steam turbines)
- Condensate systems (for steam turbines)
- Loose supply items
- Pre-fabricated & Commercial lengths piping, tubing.
- Other miscellaneous packages

5.3.3.2 Other requirements shall be same as defined in para's 5.3.2.2 to 5.3.2.5 above.

5.4 Trial Runs of Machinery

5.4.1 Any construction defects shall be intimated to EIC before start-up. All protective and safety guards shall be installed and rotating equipment shall be checked for free movement by manual barring over. All foundation bolts and alignment shall be checked before starting the trial runs, if damaged, rotating equipment may have to be opened and repaired as directed by EIC. Prior to carrying out the trial runs, the rotating equipment will be subjected to necessary checks by the EIC and the trial runs shall be commenced only after the approval of the EIC.

- 5.4.2 Unless otherwise specified, all the rotating equipment will be subjected to trial runs for a continuous operation of 72 hours. In case of motor driven rotating equipments, motors shall be decoupled and turned over to other agencies doing electrical work for testing and no load running of motors. After the no load runs of motors are satisfactorily completed, EC shall recouple the motors to the rotating equipment and recheck the alignment. The trial run of the rotating equipment shall be started only after the above is completed. EC shall provide, as part of his work, necessary skilled personnel (excluding the operating personnel) for conducting the trial runs round the clock during the trial runs period. The duration of trial run may be extended if it is considered necessary in the opinion of EIC and EC shall provide personnel for such extended period also. Final inspection of bearing etc. shall be carried out by EC after the Machinery had gone through the trial run and defects, if any, shall be made good for rendering the rotating equipment ready for start up.
- 5.4.3 During the trial runs, readings of bearing temperature, cooling water inlet and outlet temperatures, lube oil inlet/outlet temperature and pressure, rotating equipment discharge pressure and temperature, starting in current, no load/full load current etc. shall be recorded, wherever necessary, by EC. Trial reports shall be prepared in the approved proforma by EC containing all the above details and submitted to the EIC as part of completion documents.
- 5.4.4 EC shall also provide necessary improvised fencing and watch & ward personnel as safety measures during trial runs.

5.5 System Start up

During start-up, EC shall provide necessary skilled personnel as per requirement of EIC, to rectify defects noticed in the rotating equipment, if such defects are attributed to him.

6.0 EQUIPMENT GROUTING

All anchor bolt sleeves/pockets and space under Base plates/machine base frames/shoe plates, etc. shall be grouted with either free flow non shrink cementitious or epoxy grout as per the following categorisation:

Sr. No.	Type of Grout	Application
1	Non shrink cementitious grout	<p>All static and rotating equipments, unless covered in 2) below, viz Static equipments like tall columns, vertical silo, blender etc. and horizontal vessel, drum, sphere, bullets, filter, heat exchangers, coolers etc. and other similar equipments, steel stack/chimney, furnace etc.</p> <p>Low frequency, medium frequency, high frequency rotating machines like compressors (centrifugal, reciprocating, diaphragm, screw, gear type etc.). Induced draft fan, forced draft fan, air blowers, pumps (centrifugal, reciprocating, diaphragm, gear type etc.), expanders, turbine, generator, diesel generator, air coolers (fin fan cooler) and other similar equipment.</p> <p>Machine like screen vibrator, extractor, centrifuge pulverizer, dryer, drop hammer, ball mill, crushers, bagging machine and general workshop equipment.</p>
2	Epoxy grout	Specifically if requested by the Machine Vendor.

6.1 Grout (Material)

All material used for grout shall be in EC's scope. Only approved grout material shall be used. EC shall submit details of grout materials for prior approval of EIC.

6.1.1 Non-Shrink Grout

Non-shrink grout shall be premix type of cementitious (cement pregraded fibre and additive) non-shrink, ready to use grout in dry powder form. It shall have free flow property when mixed with required quantity of water. It shall have initial setting time of 30 minutes.

It shall have the following features:

- Non corrosive to anchor bolts, base plate/saddle/frame, sliding plate.
- Not harmful to concrete and reinforcing steel.
- Non toxic
- Frost, oil and fire resistant
- Require normal curing
- Suitable to use under restraints and grout thickness required
- Expansive to counteract initial shrinkage
- Ensure high early strength without surface crack.
- Suitable for temperature of above 0 deg.C to 200 deg.C.
- Maximum flow distance is compatible to the dimensions of base plate/ saddle/frame.
- It should be resisted to the chemicals, gases etc. being handled in equipment/machines.

It should have the following physical properties:

- Min. Compressive strength at	3 days	25 N/mm ²
	7 days	30 N/mm ²
	28 days	40 N/mm ²
- Min. Tensile strength at	28 days	3.5 N/mm ²
- Min. Bond strength at	7 days	12 N/mm ²
- Max. Onstrained Expansion in	2 hours	4%
- Min. Density		2000 kg/m ³

6.1.2 Epoxy Grout

Epoxy grout shall consist of epoxy resin base, hardener and filler component like graded and blended aggregate. Components of epoxy grout shall be of desired grade and mixed in proportion recommended by manufacturer such that it is injectable under base plate/frame/saddle etc., has low viscosity to meet the flow distances according to dimensions of base plate saddle/frame, it is suitable for the desired thickness, it is homogenous, free from segregation, attains high early and high final strength. It shall have minimum Pot life of 30 minutes. It shall have all the features as specified in clause 6.1.1 except for expansive properties.

It should have the following physical properties :

- Min. compressive strength at	1 day	75 N/mm ²
	7 days	85 N/mm ²
- Min. Flexural strength	7 days	25 N/mm ²

6.2 Grouting (Placement)

6.2.1 Surface Preparation

Prior to positioning of equipment/machine etc. over concrete pedestal, foundation, slab, beam, etc. all laitance & loose material shall be removed by wire brushing & chipping. The bearing concrete surface shall be sufficiently levelled, hacked with flat chisels to make it rough, clean (using compressed air). Additional chipping, if required, to suit level of base plate and/or minimum thickness of grout shall also be done. In case of use of cementitious grout surface shall be thoroughly wet. All pockets for anchor bolts shall also be similarly cleaned. Any excess water shall be removed. In case of use of epoxy grout, it shall be ensured that surface/pocket to receive grout is totally dry. After erection, alignment/plumbing of equipment/machine in required level, orientation and plumb and installation of sliding plate. Forms shall be constructed around and joints made tight to prevent leakage of the grout.

6.2.2 Preparation of Grout

6.2.2.1 In case of premix type of grout water shall be added in required quantity as specified by supplier and/or EIC. Any specific instruction of manufacturer will be strictly followed.

6.2.2.2 In case of epoxy grout required quantity of all constituents shall be mixed in proportion recommended by manufacturer/supplier and/or EIC. All specific requirements of manufacturer/ supplier shall be strictly followed.

6.2.2.3 Required quantity of grout shall be made considering initial setting/pot life of grout. Any grout not used within initial setting time/pot life shall be rejected and in no case used for grouting.

6.2.3 Placement of Grout

6.2.3.1 Placing of grout shall be taken up only after level, orientation, alignment of equipment/machine has been approved by EIC and anchor bolts are placed in pocket.

6.2.3.2 In case of epoxy grout EC shall give details of grouting scheme and get approval of EIC.

6.2.3.3 The grout mixture shall be poured/injected continuously (without interruption till completion) by grouting pump/injecting gun from one side of base plate and spread uniformly with flexible steel strip and rammed with rods till the space is filled solidly and grout mixture carried to the other side of base plate and fill all pockets. Any specific requirement of manufacturer/ supplier shall be strictly followed. Epoxy grout shall be done by or under supervision of manufacturer/supplier and/or agency having adequate experience in this field as per direction of EIC.

Total work shall be done under supervision and direction of EIC and care shall be taken that alignment of equipment/machine is not disturbed.

6.2.3.4 Grout mixture shall be allowed to harden for a period of minimum 7 days or as required by manufacturer/supplier of grout and/or as decided by EIC. At the end of this period, the shims/edges/pack plate may be removed and anchor bolts tightened uniformly. Alignment of equipment/machine shall be rechecked and if found correct, the voids left by the removal of shims/wedges/pack plate (if removed) must be filled up with a similar mixture of grout. In case after checking, serious misalignment is indicated, the grout shall be removed completely and fresh grouting is done after making appropriate correction of alignment.

6.2.3.5 Minimum thickness of grout shall be 25mm for all types of grout and maximum thickness shall be 40mm for non-shrink grout. For epoxy grout the maximum thickness shall be as per manufacturer's recommendation and/or as specified in drawing.

7.0 REFERENCE EIL STANDARDS/ SPECIFICATIONS

6-14-0003	Installation Procedure for Trays & Tower Internals
6-14-0011	Specification for Packing the Column
6-14-0016	Standard Specification for Review of Site Installation of Column Internals.
6-79-0011	Standard Specification for Corrosion Protection Tape Coating for Underground Steel Piping.
6-79-0020	Standard Specification for Surface Preparation and Protective Coating (New Construction)
7-12-0001	Vessel Tolerances.
7-12-0002	Support for Horizontal Vessel
7-12-0003	Wooden Pillow for Saddle Support
7-12-0004	Skirt Base Details
7-12-0024	Lifting Lug Top Head Type
7-14-0001	Construction Tolerance for Welded Supports for Tray / Tower Internals

Specification for cable
installation-6-51-0082

केबल डालने के लिए विनिर्देश

SPECIFICATION
FOR
CABLE INSTALLATION

4	21.11.13	REVISED AND ISSUED AS SPECIFICATION	FA	SA	UAP/JMS	SC
3	25.04.08	REVISED AND ISSUED AS SPECIFICATION	RKS	SSM	JMS	VC
2	28.02.03	REVISED and ISSUED AS SPECIFICATION	HKM	RSG	VPS	SKG
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0	17.08.84	ISSUED AS STANDARD SPECIFICATION	RR	YKJ	SG	
Rev. No	Date	Purpose	Prepared by	Checked by	Standards Committee Convenor	Standards Bureau Chairman
Approved by						

Abbreviations:

BIS	:	Bureau of Indian Standards
BS	:	British Standards
CCOE	:	Chief Controller of Explosives
CD	:	Compact Disc
CEA	:	Central Electricity Authority
CIMFR	:	Central Institute of Mining and Fuel Research
DC	:	Direct Current
DGFASLI	:	Directorate General Factory Advice Service & Labour Institutes
DGMS	:	Directorate General of Mines and Safety
ET	:	Electrical Thread
FGL	:	Finished Ground Level
FLP	:	Flame Proof
FRP	:	Fibre Reinforced Plastic
GI	:	Galvanized Iron
HV	:	High Voltage
IS	:	Indian Standards
ISM	:	Indian Standard Medium Channel
MS	:	Mild Steel
OISD	:	Oil Industry Safety Directorate
PVC	:	Poly Vinyl Chloride
RCC	:	Reinforced Concrete Cement
SWG	:	Standard Wire Gauge

Electrical Standards Committee

Convenor: Mr. UA Patro

Members: Mr. BR Bhogal
Ms. S. Anand
Mr. Parag Gupta
Mr. A.K. Chaudhary
Ms. N.P. Guha

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1.0 SCOPE

This specification defines the requirements for supply of materials, wherever applicable, installation, testing and commissioning of cable installation.

2.0 CODES AND STANDARDS

2.1 The work shall be carried out in the best workman like manner in conformity with this specification, EIL installation standards, layout drawings, the latest edition of relevant specifications, codes of practice of Bureau of Indian Standards and OISD standards listed below :

SP:30 (BIS)	Special Publication - National Electrical Code.
IS:1255	Code of practice for installation and maintenance of power cables upto and including 33 KV rating.
IS:10810(Part 43)	Method of Test for cables ; Part 43 Insulation resistance.
IS:10810(Part45)	Method of Test for cables ; Part 45 High voltage test.
OISD RP- 147	Inspection and safe practice during electrical installation
OISD 173	Fire prevention and protection system for electrical installation

2.2 In addition to the above it shall be ensured that the installation conforms to the requirements of the following as applicable:

- a. CEA Regulations
- b. Regulations laid down by CEA/Electrical Inspectorate.
- c. Regulations laid down by CCOE/DGMS/DGFASLI (as applicable).
- d. The petroleum rules (Ministry of Industry, Government of India)(As applicable)
- e. Any other regulations laid down by central/state/local authorities and insurance agencies

3.0 MATERIAL SPECIFICATIONS

All materials and hard wares to be supplied by the contractor shall be new, unused and of best quality and shall conform to the latest specifications of Bureau of Indian Standards.

3.1 Cable Trays

These shall be ladder type trays either prefabricated hot dip galvanised sheet steel trays or site fabricated angle iron painted trays or FRP trays as specified in job specification.

3.1.1 Pre-fabricated hot dipped galvanised trays

The cable trays shall comply with the requirements specified in EIL installation standard enclosed with the specification/Tender.

3.1.2 Site fabricated angle iron trays

Angle iron cable trays shall be fabricated from standard rolled angle iron sections of size 75x75x8 for runners for supporting spans limited to 3000 mm. Cross support shall be 25 x 6

mm MS flat for tray width upto 500 mm and 32 x 6 mm flat for tray of more than 500 mm wide and spacing between two cross supports shall not exceed 250 mm.

- 3.1.3 Vertical supports for both the prefabricated and site fabricated type trays shall be fabricated out of ISMC 100 and horizontal supports shall be with 65 x 65 x 6 mm angle iron sections.

Outer most tier of all vertical cable trays shall be covered with GI sheet for protection against physical damage to cables. Bottom most cable tray shall also be provided with GI sheet from the bottom side for the protection of the cables from the hydrocarbon pipes located below. GI Covers also shall be provided for the top most cable trays located outdoors.

Cable racks and trays shall be covered by removable top covers on upper most tiers allowing adequate ventilation in following cases where:

- Mechanical damage of cables is likely to occur during maintenance in the plant.
- Oil or spillage of chemicals can be expected.
- Protection from exposure to sun is required.

GI cover sheet shall allow adequate ventilation to the cables and shall be in standard length of 3000 mm, flanged on both sides for fixing on cable tray.

3.1.4 FRP type cable trays

The cable trays shall comply with the requirements specified in EIL standard specification and installation standard enclosed with the specification/Tender

3.2 Cable Glands

Cable glands shall be of nickel plated brass unless otherwise specified. The single compression type cable glands shall be used for indoor panels/equipment (e.g. substation, control room etc). The cable glands for outdoor terminations shall be weather protected, double compression type. Cable glands forming a part of relevant FLP enclosure shall be FLP type, tested by CIMFR or any other recognized independent testing laboratory and approved by CCoE/DGMS or any other statutory authority as applicable. Indigenous FLP glands shall have valid BIS license as per the requirements of statutory authorities. All cable glands shall comply with the requirements given in IS/IEC-60079 Part 0.

Entry thread of cable gland shall be compatible to the entry thread provided in the equipment (BS, ET, NPT, PG as applicable). If required, suitable reducers/adapters shall be used.

3.3 Connectors

Terminations of cables with stranded conductor shall be made with crimped type tinned copper solder less lugs which shall be suitable for the cable size mentioned in cable schedule.

3.4 Ferrules

Ferrules shall be of approved type and of size to suit core size mentioned and shall be employed to designate the various cores of control/signal cable by the terminal numbers to which the cores are connected, for ease of identification. Ferrule shall be printed type.

4.0 CABLE LAYING

4.1 General

Cable installation shall include power, control, lighting, fire alarm, telephone and communication cables. These shall be laid in trenches/ cable trays /Duct as detailed in the cable layout drawings. Cable routing given on the cable layout drawings shall be checked in the field so as to avoid interference with structures, heat sources, drains, piping, air-conditioning duct etc. Any change in routing shall be done to suit the field conditions wherever deemed necessary, after obtaining approval of Engineer-in-charge.

- 4.1.1 High voltage, medium voltage power and control cables shall be separated from each other by adequate spacing or by running through independent pipes, trenches or cables trays, as shown on layout drawings/installation standards. Details of cable routes and cable spacing not shown in detail on these drawing shall be determined by the contractor and approved by the engineer- In-charge.

The individual cable fixing clamps and spacers for laying of single core cables shall be of non-magnetic material. As a general practice, the metallic sheath, screen and armour of single core cables shall be earthed at one point to keep the same at earth potential unless otherwise stated. The continuity of armour and semiconductor screen shall be broken at each joint. Single core cables, when laid in trefoil formation shall be braced by suitable clamps at a distance, not exceeding 3 meters along the cable routing. For laying of long length of single core cables recommendations from vendor shall be followed.

If straight through joints are required to be provided on single core cables, armour shall be broken at joints as per manufacturer's recommendations. For single core cables, armour shall be earthed at one end for the cable run length as per manufacturer's recommendation.

The Telephone, Communication and Fire alarm cables shall run on instrument trays/ducts/trenches in the units. Wherever these are not available, cables shall be taken in a separate trench/tray with a minimum spacing of 300 mm from power and control cables

Telephone, fire alarm and plant communication cables shall be directly buried in road berm area, (unless otherwise specified in cable layout drawings). These cables shall cross power cables preferably at right angles. Street lighting cables shall be laid on the other side of road berm area

- 4.1.2 The lengths indicated in the cables schedule are only approximate. The contractor shall ascertain the exact length of cable for a particular feeder by measuring at site. All cable routes shall be carefully measured. Before the start of cable laying, the contractor shall prepare cable drum schedule and get that approved by Engineer-in-charge to minimize/avoid straight through joints and then the cables cut to the required lengths, leaving sufficient lengths for the terminations of the cable at both ends. The various cable lengths cut from the cable reels shall be carefully selected to prevent undue wastage of cables. Extra loop length shall be given for feeder cables where required as per the directions of Engineer-in-charge to meet contingencies

Cables shall be laid in directly buried trench or in RCC trench (underground trench) or in cable tray along pipe sleepers or in over head trays as shown on cable layout drawings. RCC covers of trenches shall be effectively sealed to avoid ingress of chemicals and oils.

Overhead trays shall be installed 2700 mm (minimum) above grade level and 300mm above FGL in case cable trays are installed along with pipe sleepers. At road crossings overhead

trays shall be installed at 7000 mm (minimum) above grade level or cables shall be routed cable tray culvert/ Electrical road crossings as per layout drawings.

Sufficient care shall be taken while laying cables to avoid formation of twist, sharp bend etc. in order to avoid mechanical injuries to cables. Rollers shall be used for pulling of cables.

Cable installation shall provide minimum cable bending radii as recommended by cable manufacturer.

- 4.1.3 Cables shall be neatly arranged in the trenches / trays in such a manner that criss-crossing is avoided and final take off to the motor / switchgear is facilitated. Arrangement of cables within the trenches / trays shall be in line with cable layout drawings. Cable routing between cable trench and equipment/motors shall be taken through GI pipe sleeves of adequate size. Pipe sleeves shall be laid at an angle of maximum 45 to the trench wall. Bending radii of pipes shall not be less than 12D. It is to be ensured that both the ends of GI pipe sleeves shall be sealed with approved weather proof sealing plastic compound after cabling. In places where it is not possible, cables shall be laid in smaller branch trenches. Different rows of cable trays in cable cellar below the cutout shall be fixed so that the trays don't obstruct cable entry to the panels.

- 4.1.4 All cables shall be identified close to their termination point by cable tag numbers as per cable schedule. Cable tag numbers shall be punched on aluminium /Lead straps (2mm thick, 20 mm wide and of enough length) securely fastened to the cable and wrapped around it.

Each underground cable shall be provided with cable tags of lead /Aluminium securely fastened every 30 m of its underground length with at least one tag at each end before the cable enters/leaves the ground. In unpaved areas, cable trenches shall be identified by means of cable markers as per installation drawing. These cable markers shall be placed at location of changes in the direction of cables and at intervals of not more than 30 m and also at cable straight through joint locations. Cable route markers shall extend 600mm above ground.

- 4.1.5 All temporary ends of cables must be protected against dirt and moisture to prevent damage to the insulation. For this purpose, ends of cables shall be covered with an approved PVC end cap or rubber insulating tape.

- 4.1.6 Each row of cables shall be laid in place and before covering with sand. All wall openings/pipe sleeves shall be effectively sealed after installation of cables to avoid seepage of water inside building/lined trench. Every cable shall be given an insulation test in presence of Engineer-in-charge/Owner before filling the cable trench with sand Any cable which is found defective shall be replaced.

- 4.1.7 Where cables pass through foundation walls, the necessary openings shall be provided in advance for the same by another agency. However, should it become necessary to cut holes in existing structures for example floor slab etc., the electrical contractor shall determine their location and obtain approval of the Engineer-in-charge before carrying out the same.

- 4.1.8 Cables for road crossings shall be taken through ERC (Electrical Road Crossing) as shown in the cable layout drawings and sleeves/ducts shall be effectively sealed thereafter.

At road crossing and other places where cables enter pipe sleeves adequate bed of sand shall be given so that the cables do not slack and get damaged by pipe ends.

- 4.1.9 Wherever cable trench crosses storm water, waste water channel/drain, cables shall be taken through PVC/RCC pipes. Where cables are required to cross drains of depth more than 1200

mm, cables shall be taken over the drain on cable trays supported suitably using ISMC 150/200 sections.

- 4.1.10 Ends of cables leaving trench shall be coiled and capped and provided with protective cover till such time the final termination to the equipment is completed.

4.2 Cables Laid Direct in Ground

Cables shall be laid underground in excavated cable trenches where specified in cable layout drawings. Trenches shall be of sufficient depth and width for accommodation of all cables. Cables shall be properly spaced as per installation standards. Maximum number of cable layers in trench shall be preferably limited to 6 layers.

Minimum depth of directly cable trench shall be 750 mm, for medium voltage and 900 mm for HV. Cables. The depth and the width of the trench shall vary depending upon the number of layers of cables as per EIL installation Standards.

Cables shall be laid in buried trenches at depth as shown in the cable layout drawings. It is to be ensured by the contractor that the bottom of buried trenches shall be cleared of all rocks, stones and sharp objects before cables are placed. The trench bottom shall be filled with a layer of sand or stone dust. This sand /stone dust shall be leveled and cables laid over it. These cables shall be covered with 150 mm of sand on top of the largest diameter cable and sand shall be lightly compacted. A flat protective covering of 75 mm thick second class red bricks or concrete tiles as per specification shall then be laid and the remainder of the trench shall then be back -filled with natural soil, rammed and leveled.

4.3 Cables Laid in Concrete Trench

Cables shall be laid in 5 or 6 tiers in concrete trench as shown on layout drawings. Concrete cables trenches shall be filled with sand /stone dust in hazardous area to avoid accumulation of hazardous gases and oil. RCC covers of trenches shall be effectively sealed to avoid ingress of chemical and oil in process area. Removal of concrete covers where required for the purpose of cable laying and reinstating them in their proper position after cables are laid shall be done by electrical contractor.

Minimum depth of RCC cable trench shall be 500mm for all voltage grades with 300mm clearance between the bottoms of the trench cover and top of the cable. The depth and the width of the trench shall vary depending upon the number of layers of cables and bending radius required for cables as per EIL installation Standards

All wall openings/pipe sleeves shall be effectively sealed after installation of cables to avoid seepage of water

4.4 Above Ground Cables

- 4.4.1 Cables installed above grade shall be run in cable trays, clamped on walls, ceiling or structures and shall be run parallel or at right angles to beams, walls or columns. Cable routing shall be planned to be away from heat sources such as hot piping, gas, water, oil drainage piping, air-conditioning duct etc. Each cable tray shall contain only one layer of cables as far as possible for power cables. However control cables may be laid in multiple layers in the cable trays.

- 4.4.2 Individual cable or small group of cables (upto 3 cables) which run along structures / walls etc. shall be clamped by means of 16 SWG GI saddles on 25 x 6 mm saddle bars. Alternatively small group of cables can be taken through 60/100/150 mm slotted channel tray

or channel ISMC-75/100. Cables shall be supported so as to prevent sagging. In general, distance between supports shall be approximately 300 mm for cables upto 25 mm diameter and maximum 450 mm for cables larger than 25 mm dia. to prevent the sagging of cables.

- 4.4.3 Cable laid on supporting angle in cable trenches, structures, columns and vertical run of cable trays shall be suitably clamped by means of GI saddles / clamps, whereas cables in horizontal run of cable trays shall be tied by means of nylon cords. Distance between supporting angles shall not exceed 600 mm.
- 4.4.4 All cable trays (other than galvanized/FRP trays) and supporting steel structures shall be painted before laying of cables. The under surfaces shall be properly degreased, derusted, descaled and cleaned. The painting shall be done with one coat of redoxide zinc chromate primer. Final painting shall be done with two coats of approved bituminous aluminium paint unless otherwise specified.
- 4.4.5 Where cables rise from trench to motor, lighting panel, control station, junction box etc., they shall be taken in GI pipe for mechanical protection upto a minimum of 300 mm above grade for outdoor area. Cable ends shall be carefully pulled through conduit to prevent damage to cable.
- 4.4.6 All GI Pipes shall be laid as per layout drawings and site conditions. Before fabrication of various profiles of pipes by hydraulically operated bending machine (which is to be arranged by the contractor) all the burrs from the pipes shall be removed. GI Pipes having bends shall be buried in soil / concrete in such a way that the bend shall be totally concealed. For G.I. pipes buried in soil, bitumen coating shall be applied on the buried lengths, Installation of G.I. pipes shall be undertaken well before paving is completed and necessary co ordination with paving agency shall be the responsibility of Electrical Contractor.

Following guide shall be used for sizing of GI. pipe.

- | | |
|---------------------------------|--|
| a) 1 cable in a pipe | -53% of pipe cross-sectional area occupied by cables. |
| b) 2 cables in a pipe | -31% of pipe cross-sectional area occupied by cables. |
| c) 3 cables in a pipe | - 43% of pipe cross-sectional area occupied by cables. |
| d) 4 and above cables in a pipe | - 40% of pipe cross-sectional area occupied by cables. |
- 4.4.7 After the cables are installed and all testing is complete, conduit ends above grade shall be plugged with a suitable weatherproof plastic compound/bitumen/suitable sealing compound. Alternatively rubber bushes shall be employed for the purpose of sealing.
- 4.4.8 Fire proofing of end of power cables at least 1 meter at each end as per OISD norms for the refinery and Petroleum industry, shall be carried out as per the recommendation of the paint supplier .Rates for the fire proofing of cables shall be included in the cable installation and no separate payment shall be made for the painting.

5.0 TERMINATIONS

- 5.1 All cables up to 1100V grade and higher levels shall be terminated at the equipment by means of compression type cable glands suitable for the cable size. They shall have a screwed nipple with electrical threads and check nut. The cables shall be identified close to their termination points at both the ends of cable(cable numbers shall be punched on aluminium/Lead straps 2mm thick and securely fastened to the cable, wrapped around it) and also along the route at regular intervals, by cable tag numbers.

All cable entries for outdoor termination shall be through bottom/side. Outdoor cable termination through top of equipment shall not be permitted.

- 5.2 Power cables cores wherever colour coding is not available shall be identified with red, yellow and blue PVC tapes. Where copper to aluminium connections are made, necessary bimetallic washers shall be used.
- 5.3 In case of control cables, all cores shall be identified at both ends by their terminal numbers by means of PVC ferrules suitable for core size. Wire numbers shall be as per schematic/wiring/inter-connection diagram. All unused spare cores of control cables shall be neatly bunched and ferruled with cable tag at both ends, for future use.
- 5.4 Contractor shall drill holes for fixing glands wherever necessary. Gland plate shall be of non-magnetic material/ aluminium sheet in case of single core cables. All unused cable entries on equipment/panels shall be plugged/sealed.
- 5.5 The cable shall be terminated at electrical equipment/switchboards through glands of proper size. The individual cores shall then be dressed and taken along the cables ways or shall be fixed to the panels with polyethylene straps. The cable glanding shall be done as per manufacturer's instructions. Cable armour shall not be exposed after termination is complete.

In case of termination of cables at the bottom of a panel over a cable trench having no access from the bottom close fit holes shall be drilled in the gland plate for all the cables in one line, then gland plate shall be split in two parts along the centre line of holes. After fixing bottom plate, uncovered cable holes/gaps shall be sealed with cold setting compound.

- 5.6 Crimping of lugs to cable leads shall be done by hand crimping / hydraulically operated tool as per requirement. Insulation of the leads shall be removed before crimping. Conductor surface shall be cleaned and shall not be left open. Suitable conducting jelly shall be applied on the conductor lead. Lugs shall enclose all strands of cable core. Cutting of strands shall not be allowed.
- 5.7 The contractor shall bring to the notice of Engineer-in-charge any mismatch in cable glands, lugs provided with the equipment vis-à-vis to the cable size indicated in cable schedule for taking corrective action.
- 5.8 The cable joints shall be avoided as far as possible . In case a joint is unavoidable, the following shall be insured:
- The number of joints shall be restricted to minimum as far as possible.
 - The location of joints shall be identified with permanent markers.
 - No joints shall be allowed in hazardous areas without the approval of Engineer-in-charge.

The jointing and termination of medium voltage power cables shall be carried out by trained personnel only. Jointing and termination of high voltage and EHV cables shall be done by skilled and experienced jointer duly approved by Engineer-in-charge. Only type tested jointing and termination kits of approved make shall be used.

- 5.9 No unauthorized repairs, modifications shall be carried out on the hazardous area equipment terminal boxes and junction boxes. Damaged enclosures of hazardous area equipment shall be brought to the notice of Engineer-in-charge by contractor. After termination is complete, all

the bolts, nuts, hard wares of terminal box shall be properly placed in its position and tightened.

- 5.10** Where required, cable sealing boxes intended to be used with the apparatus shall be filled with solid setting type bituminous compound unless otherwise specified.
- 5.11** All cables glands installed outdoor shall be provided with suitable sized shrouds and rates for the same shall be included in the scope of the termination of the cable glands. No separate payment is envisaged for the same.

6.0 TESTING AND COMMISSIONING

- 6.1** Field testing and commissioning of electrical installation shall be carried out as per EIL specification.
- 6.2** Before energising, the insulation resistance of every circuit shall be measured from phase to phase, phase to neutral and from phase/neutral to earth.
- 6.3** Where splices or terminations are required in circuits rated above 650 volts, insulation resistance of each length of cable shall be measured before splicing and or / terminating. After completion of splices and /or terminations measurements shall be repeated.
- 6.4** The insulation resistance of directly buried cables shall be measured before cable trenches are backfilled. Measurements shall be repeated after back filling.

For cables upto 1.1 KV grade 1000 V Megger and for H.V. Cables 2.5 KV / 5 KV Megger shall be used.

- 6.5** D.C. High Voltage test shall be conducted on cables given below after installation.
- a) All 1100 volts grade power cables in which straight through joints have been made.
 - b) All cables above 1100 V grade.

The DC High Voltage test shall be performed as detailed below in the presence of the Engineer-in-charge or his authorized representative only.

Cables shall be installed in final position with the entire straight through joints complete. During the high voltage test, all other electrical equipment related to the cable installation, such as switches, instrument transformers, bus bars, etc., must be earthed and adequate clearance shall be maintained from the other equipment and framework to prevent flash over.

In each test, the metallic sheath/screen/armour shall be connected to earth.

- 6.6** All checks and tests shall be made as per EIL standard test Performa available with site engineer.

All test readings shall be recorded and submitted to EIL in triplicate sets.

- 6.7** Cable schedule, cable layout drawings, Interconnection drawings shall be revised and marked by contractor for 'AS BUILT STATUS' and two sets of copies along with CD shall be submitted to EIL.

Specifications for earthing
installation-6-51-0084

अर्थिंग डालने के लिए विनिर्देश
SPECIFICATION
FOR
EARTHING INSTALLATION

4	26.03.14	REVISED AND ISSUED AS SPECIFICATION	FA	SA	BRB	SC
3	25.04.08	REVISED AND ISSUED AS SPECIFICATION	RKS	SSM	JMS	VC
2	28.02.03	REVISED & ISSUED AS SPECIFICATION	HKM	RSG	VPS	SKG
1	16.07.97	REVISED & ISSUED AS STANDARD SPECIFICATION	RR	VPS	SG	AS
0	25.07.94	ISSUED AS STANDARD SPECIFICATION	RR	SGC	SCG	SCG
Rev. No	Date	Purpose	Prepared by	Checked by	Standards Committee Convenor	Standards Bureau Chairman
Approved by						

Abbreviations:

BIS	:	Bureau of Indian Standards
PESO	:	Petroleum and Explosive safety organization.
CD	:	Compact Disc
CEA	:	Central Electricity Authority
DGMS	:	Director General Mines and Safety
GI	:	Galvanized Iron
IS	:	Indian Standard
MS	:	Mild Steel
OISD	:	Oil Industry Safety Directorate
UPS	:	Uninterrupted Power Supply

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Members: Ms. S. Anand
Mr. Parag Gupta
Mr. M.K. Sahu
Mr. A.K. Chaudhary (Inspection)
Ms. N.P. Guha (Projects)

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1.0 SCOPE

This specification defines the requirements for the supply of earthing and lightning protection materials and installation of the earthing and lightning protection systems.

2.0 CODES AND STANDARDS

2.1 The work shall be carried out in the best workman like manner in conformity with this specification, EIL Installation Standards, layout drawings, the latest edition of relevant specifications, codes of practice of Bureau of Indian Standards and OISD Standards listed below :

SP:30 (BIS)	Special Publication-National Electrical Code
IS:2309	Protection of buildings and allied structures against lightning.
IS:3043	Code of practice for earthing
IS:7689	Guide for control of undesirable static electricity.
OISD 110	Recommended practices on static electricity
OISD 147	Inspection and safe practice during electrical installation.
OISD GDN 180	Lightning protection.

2.2 In addition to the above it shall be ensured that the installation conforms to the requirements of the following as applicable:

- a. CEA Regulations
- b. Regulations laid down by CEA/Electrical Inspectorate.
- c. Regulations laid down by PESO/DGMS (as applicable).
- d. The petroleum rules (Ministry of Industry Government of India).
- e. Any other regulations laid down by central/state/local authorities and Insurance agencies.

3.0 MATERIAL SPECIFICATIONS

3.1 All materials and hardware to be supplied by the contractor shall be new, unused and of best quality and shall conform to the specifications given here under and to latest specifications of Bureau of Indian Standards. Contractor shall bring material samples to site and get it approved by Engineer-in-charge before installation.

3.2 The main earth grid conductor shall be hot dip galvanised M.S. flat unless otherwise specified. Sizes for main conductors shall be as indicated on the earthing layout drawing .Amount of galvanizing shall be 610gm per sq.metre. Earth electrodes and Earth plate shall be as per EIL Installation Standards.

4.0 EARTHING NETWORK

4.1 This consists of main earth conductor (grid conductor) forming a closed ring network with required number of earth electrodes connected to it to provide a common earth for electrical devices and metallic structures. From each earth electrode two distinct connections shall be made to the main earth conductor. The earth plates shall be used for taking multiple earth connections to two or more equipment.

4.2 The earth conductor shall be laid along cable trays/cable trench/pipe racks/ buried in

pavement/ below finished grade level as indicated on the earthing layout drawing. Where lined cable trenches are available, the earth conductor shall be preferably laid in the trenches and shall be firmly cleated to the sidewall of concrete trenches using GI clamps at interval of 400 mm to 500 mm and near to the termination end. The earthing conductor shall run along one of the cable trays along the overhead cable route. The earthing conductor shall be suitably cleated and electrically bonded to all the other cable trays on the same cable route at a regular interval of 25 to 30 meter. The earthing for equipment shall be tapped from the main earth conductor and not from cable tray support structure. Earth conductor when laid underground shall be at a depth of 500mm below finished grade level.

- 4.3 Joints and tapping's in the main earth loop shall be made in such a way that reliable and good electrical connections are permanently ensured. All joints below grade shall be welded and shall be suitably protected by giving two coats of bitumen and covering with Hessian tape. Earth strip laid above ground shall be welded across straight through joints and joints shall be suitably protected by giving two coats of bitumen to avoid oxidation and insulation film formation of the strip surface. When two earth strips are to be jointed by means of welding, lap welding with an overlapping of strip equivalent to double the width of the strip and all four sides shall be continuously welded. All joints at tapplings above ground shall be by means of connector/lugs. A minimum of two bolts of adequate size shall be used for this purpose. Earthing strip joints at earth plate and equipment shall be through GI bolts, nut etc.

5.0 INSTALLATION OF EARTH ELECTRODE

- 5.1 Earth Electrode shall be installed as shown on installation standard and layout drawings. The location shown on the layout drawings are indicative.

The exact location of earth electrodes in the field shall be determined by contractor in consultation with the Engineer-in-charge, depending on the soil strata and resistivity. Earth electrodes shall be located avoiding interferences with road, building foundation, column, pipelines etc. The civil area drawings shall be referred for this. ~~The distance between two~~

"The Earth electrodes shall be so located such that inter distance/ mutual separation between two electrodes shall not be less than twice the driven depth, however in areas where there is physical limitation to meet the above separation, the mutual spacing can be reduced to a value not less than the driven depth of each electrode".

- 5.2 Electrodes shall preferably be located in a moist soil which has a fine texture, grain size and distribution. Wherever practicable the soil shall be dug up, all lumps broken and stones removed from the immediate vicinity of the electrodes and soil packed by watering and ramming as tight as possible.
- 5.3 The electrodes shall have a clean surface, not covered by paint, enamel, grease or other materials of poor conductivity.
- 5.4 All earth electrodes shall be tested for earth resistance by means of standard earth test meter. The tests shall take place in dry months, preferably after a protracted dry spell.
- 5.5 The disconnect facility shall be provided for the individual earth electrode to check its earth resistance periodically.
- 5.6 Location of earth electrodes shall be marked by permanent markers for easy identification. All earth Electrodes shall be serial numbered and also marked on 'As Built' drawing for future reference.
- 5.7 Individual earth electrodes shall be provided for each lightning arrestor and flood light mast.
- 5.8 Earthing system provided for concrete paved area by other agency where applicable; shall be connected to the plant earthing system below ground by minimum two earth connections.

6.0 CONNECTION

The earth system connections shall generally cover the following:

- Equipment earthing for personnel safety
- System neutral earthing
- Static and lightning protection

6.1 The following shall be earthed.

- System neutral
- Current and potential transformer secondary neutral
- Metallic non-current carrying parts of all electrical apparatus such as transformers, switchboards, bus ducts, motors, neutral earthing resistors, capacitors, UPS, battery charger panels, welding receptacles, power sockets, lighting/power panels, control stations, lighting fixtures etc.
- Steel structures/columns, rail loading platforms etc.
- Cable trays and racks, lighting mast and poles
- Storage tanks, spheres, vessels, columns and all other process equipment.
- Fence and Gate for electrical equipment (e.g. transformer yard etc.)
- Cable shields and armour
- Flexible earth provision for Wagon, Truck
- Shield wire

Conductor size for branch connection to various equipment shall be as per EIL Installation Standards unless otherwise stated on earthing layout drawings.

6.2 All process pipelines shall be bonded and earthed at the entry and exist points of battery limit of hazardous area.

6.3 Steel pipe racks in the process units and offsite area shall be earthed at every 24 meters.

6.4 Equipment/street light pole etc. located remote from main earth network may be earthed by means of individual earth electrode and earth conductor unless otherwise stated in job specifications/earthing layout drawing.

6.5 Lightning protection shall be provided for the equipment, structures and buildings as shown on layout drawing. Self conducting structures shall not require separate aerial rod and down conductors. These shall however be connected to the earthing system at two or more points as shown on layout drawing. Each down conductor shall be provided with an earth electrode and all earth electrodes shall be interconnected through underground strip. Lightning protection earthing system may be bonded to electrical safety earthing system, inside ground. Lightning down conductor shall be brought to earth electrode in shortest straight path as feasible to minimise surge impedance.

6.6 The main earthing network shall be used for earthing of equipment to protect against static electricity.

6.7 All medium and high voltage equipment (above 250V) shall be earthed by two separate and distinct connections with earth.

- 6.8** Plant instrument system clean earthing, UPS system clean/safety earth, Data concentrator panel, HMI etc shall be separate from the electrical earthing system, if mentioned in job specification/ layout drawings.
- 6.9** All paint, scale and enamel shall be removed from the contact surface before the earthing connections are made.
- 6.10** All earthing connections for equipment earthing shall be preferably from the earth plate mounted above ground wherever provided
- Equipment foundation bolts shall not be used for earthing connection.
- 6.11** Earth connections shall be made through compression type cable lugs/by welded lugs.
- 6.12** All hardware used for earthing installation shall be hot dip galvanised or zinc passivated. Spring washers shall be used for all earthing connections and all connections adequately locked against loosening.
- 6.13** Lighting fixtures and receptacles shall be earthed through the extra core provided in the lighting circuit/cable for this purpose.
- 6.14** The reinforcements of sub-station building and the sub-station floor shall be connected to main earth grid.
- 7.0 TESTING AND COMMISSIONING**
- 7.1** Field inspection, testing and commissioning of electrical installation shall be done as per EIL standard specification. Earthing systems/connections shall be tested as follows:
- 7.2** Resistance of individual earth electrodes shall be measured after disconnecting it from the grid by using standard earth test meggar.
- 7.3** Earthing resistance of the grid shall be measured after connecting all the earth electrodes to the grid. The resistance value of an earth grid to the general mass of earth shall be as follows:
- For the electrical system and equipment a value that ensures the operation of the protection device in the electrical circuit but not in excess of 4 ohm. However for generating stations and large sub-systems, the value shall not be more than 1 ohm.
 - For lightning protection, the value of 5ohms as earth resistance shall be desirable, but in no case it shall be more than 10 ohms.
- 7.4** The resistance to earth shall be measured typically at the following points:
- a) At each electrical system earth or system neutral earth.
 - b) At each earth provided for structure lightning protections.
 - c) At one point on earthing system used to earth electrical equipment enclosures.
 - d) At one point on earthing system used to earth wiring system, enclosures, such as metal conduits and cable sheaths or armour.
 - e) At one point on fence enclosing electrical equipment.
- 7.5** All earthing layout drawings shall be marked by contractor for 'AS BUILT STATUS' and two sets of hard copies plus 1 set of soft copy, shall be submitted to EIL. For projects, where layout drawings have been prepared based on 3D modeling, contractor shall carryout necessary changes for 'AS BUILT STATUS' in the 3D model.

Specification for HSE at
Site-6-82-0001 REV8

निर्माण स्थल पर
स्वास्थ्य, सुरक्षा एवं पर्यावरण
प्रबंधन हेतु मानक विनिर्देशन

STANDARD SPECIFICATION FOR
HEALTH, SAFETY & ENVIRONMENTAL
(HSE) MANAGEMENT AT
CONSTRUCTION SITES

7	31/01/2017	REVISED & UPDATED	SA AS	Sunil 31/01/17 SD	TKS	RN
6	26/02/2014	REVISED & UPDATED	SM	DJ	RKD	SC
5	19/12/2012	REVISED & UPDATED	SM	SM	RKD	DM
4	13/02/2008	REVISED & UPDATED	AS	RK	SCB	VC
3	17/07/2007	REVISED & UPDATED	AS	MPJ	VNP	VC
2	11/08/2005	REVISED & UPDATED	MPJ	MPJ	VNP	VJN
Rev	Date	Purpose	Prepared by	Checked by	Standards Committee Convenor	Standards Bureau Chairman Approved by

Abbreviations:

AERB	:	Atomic Energy Regulatory Board
ANSI	:	American National Standards Institute
BARC	:	Bhabha Atomic Research Centre
BS	:	British Standard
EIL	:	Engineers India Limited
BPCL	:	Bharat Petroleum Corporation Limited
ELCB	:	Earth Leakage Circuit Breaker
EPC	:	Engineering, Procurement and Construction
EPCC	:	Engineering, Procurement, Construction and Commissioning
ESI	:	Employee State Insurance
GCC	:	General Conditions of Contract
GM	:	General Manager
GTAW	:	Gas Tungsten Arc Welding
HOD	:	Head of Department
HSE	:	Health, Safety & Environment
HIRAC	:	Hazard, Identification Risk Assessment & Control
OISD	:	Oil Industry Safety Directorate
HV	:	High Voltage
IS	:	Indian Standard
IE	:	Indian Electricity
LOTO	:	Lock Out & Tag Out
LPG	:	Liquefied Petroleum Gas
LSTK	:	Lump Sum Turn Key
MV	:	Medium Voltage
PPE	:	Personal Protective Equipment
RCM	:	Resident Construction Manager or Site-in-Charge, as applicable
SCC	:	Special Conditions of Contract
SLI	:	Safe Load Indicator
TBT	:	Tool Box Talks

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1.0 SCOPE

This specification establishes the Health, Safety and Environment (HSE) management requirement to be complied by Contractors/ Vendors including their sub-contractors/ sub-vendors during construction.

This specification is not intended to replace the necessary professional judgment needed to design & implement an effective HSE system for construction activities and the contractor is expected to fulfill HSE requirements in this specification as a minimum. It is expected that contractor shall implement best HSE practices beyond whatever are mentioned in this specification.

Requirements stipulated in this specification shall supplement the requirements of HSE Management given in relevant Act(s)/ legislations, General Conditions of Contract (GCC), Special Conditions of Contract (SCC) and Job (Technical) Specifications. Where different documents stipulate different requirements, the most stringent shall apply.

2.0 REFERENCES

The document should be read in conjunction with following:

- General Conditions of Contract (GCC)
- Special Conditions of Contract (SCC)
- Building and other construction workers Act,
- Indian Factories Act
- Job (Technical) specifications
- Relevant International/ National Codes (refer Appendix-A for standards/codes on HSE)
- Relevant State & National Statutory requirements.
- Operating Manuals Recommendation of Manufacturer of various construction Machineries
- Occupation Health and Safety Management System (OHSAS 18001:2007) and Environmental Management System (ISO 14001:2004).

3.0 REQUIREMENTS OF HEALTH, SAFETY & ENVIRONMENTAL (HSE) MANAGEMENT SYSTEM TO BE COMPLIED BY BIDDERS

3.1 Management Responsibility

3.1.1 HSE Policy & Objectives

The Contractor should have a documented and duly approved HSE policy & objectives to demonstrate commitment of their organization to ensure health, safety and environmental aspects in their line of operations.

HSE Policy of the contractor shall be made available to Owner / EIL at the place of execution of specific contract works, as a valid document.

3.1.2 Management System

The HSE management system of the Contractor shall cover the HSE requirements & commitments to fulfill them, including but not limited to what have been specified under clauses 1.0 and 2.0 above. The Contractor shall obtain the approval of its site specific HSE Plan from EIL / Owner prior to commencement of any site works. Corporate as well as Site management of the Contractor shall ensure compliance of their HSE Plan at work sites in its entirety in true spirit.

3.1.3 Indemnification

Contractor shall indemnify & hold harmless, Owner/EIL & their representatives, free from any and all liabilities arising out of non-fulfillment of HSE requirements or its consequences.

3.1.4 Deployment & qualifications of Safety personnel

The Contractor shall designate/deploy various categories of HSE personnel at site as indicated below in sufficient number. In no case, deployment of safety Supervisor / Safety Steward shall substitute deployment of Safety Officer / Safety Engineer what is indicated in relevant statute of BOCW Act i.e. deployment of safety officer/Safety Engineer is compulsory at project site. The Safety supervisors, Safety stewards/Observer etc. Would facilitate the HSE tasks at grass root level for construction sites and shall assist Safety Officer /Engineers.

Contractor shall appoint safety personnel as given below for every work shift (As per table point):

Safety Observer/ Steward: Contractor shall depute one Safety Observer/Steward for every 100 workers and additionally thereon.

Safety Supervisor: In addition to above, contractor shall depute one Safety Supervisor for every 250 workers and additionally thereon.

Safety Engineer: In addition to above, one safety engineer/ officer for every 1000 workers and additionally thereon.

No. of Workers deployed	Requirement of Safety Personnel for every shift		
	Safety Observer/ Steward	Safety Supervisor	Safety Engineer/ Officer
1- 50	One	One	One
51-100			
101-150	Two		
151-200			
201-250	Three		
251-300			
301-350	Four	Two	
351-400			
401-450	Five		
451-500			
Up to 1000	Ten		
Up to 2000	Twenty	Eight	Two

In case any of the safety personnel leave the contractor the same shall be intimated to the owner/ Consultant/ EIL. The contractor shall recruit new personnel and fill up the vacancy.

a) Safety Steward/Observer

As a minimum, he shall possess class XII pass certificate and trained in fire-fighting as well as in safety/occupational health related subjects, with minimum two year of practical experience in construction work environment and should have adequate knowledge of the local language spoken by majority of the workers at the construction site.

b) Safety Supervisor

As a minimum, he shall possess a recognized graduation Degree in Science (with Physics & Chemistry) or a diploma in Engg. or Tech. with minimum Two years of practical experience in construction work environment and should possess requisite skills to deal with construction safety & fire related day-to-day issues.

c) Safety Officer / Safety Engineer

Safety officer/Engineer Should Possess following Qualification & Experience:

- (i) Recognized degree in any branch of Engg. or Tech. or Architecture with practical experience of working in a building or other construction work in supervisory capacity for a period of not less than two years, **or** possessing recognized diploma in any branch of Engg. or Tech with practical experience of working in a building or other construction work in supervisory capacity for a period of not less than five years.
- (ii) Recognized degree or diploma in Industrial safety
- (iii) Preferably have adequate knowledge of the language spoken by majority of the workers at the construction site.

Alternately

- (i) Person possessing Graduation Degree in Science with Physics & Chemistry and degree or diploma in Industrial Safety (from any Indian institutes recognized by AICTE or State Council of Tech. Education of any Indian State) with practical experience of working in a building, plant or other construction works (as Safety Officer, in line with Indian Factories Act, 1958) for a period of not less than five years, may be considered as Safety Officer.

d) HSE In-Charge

In case there is more than one Safety Officer at any project construction site, one of them, who is senior most by experience (in HSE discipline), may be designated as HSE In-Charge. Duties & responsibilities of such person shall be commensurate with that of relevant statute and primarily to coordinate with top management of Client and contractors.

In case the statutory requirements i.e. State or Central Acts and / or Rules as applicable like the Building and Other Construction Workers' Regulation of Employment and Conditions of Service- Act, 1996 or State Rules (wherever notified), the Factories Act, 1948 or Rules (wherever notified), etc. are more stringent than above clarifications, the same shall be followed.

Contractors shall ensure physical availability of safety personnel at the place of specific work location, where Hot Work Permit is required/granted. No work shall be started at any of the project sites until above safety personnel & concerned Site Engineer of Contractor are physically deployed at site. The Contractor shall submit a HSE Organogram clearly indicating the lines of responsibility and reporting system and elaborate the responsibilities of safety personnel in their HSE Plan.

The Contractor shall verify & authenticate credentials of such safety personnel and furnish Bio-Data/Resume/Curriculum Vitae of the safety personnel as above for EIL/Owner's approval, at least 1 month before the mobilization. The Contractor, whenever required, shall arrange submission of original testimonials/certificates of their Safety personnel, to EIL/Owner (for verification/scrutiny, etc.)

Imposition / Realization of penalty shall not absolve the Contractor from his/ her responsibility of deploying competent safety officer at site.

Adequate planning and deployment of safety personnel shall be ensured by the Contractor so that field activities do not get affected because of non-deployment of competent & qualified safety people in appropriate numbers.

3.1.5 Implementation, Inspection/ Monitoring

- The Contractor shall be fully responsible for planning, reporting, implementing and monitoring all HSE requirements and compliance of all laws & statutory requirements.
- The Contractor shall also ensure that the HSE requirements are clearly understood & implemented conscientiously by their site personnel at all levels at site.
- The Contractor shall ensure physical presence of their field engineers / supervisors, during the continuation of their contract works / site activities including all material transportation activities. Physical absence of experienced field engineers / supervisors of Contractor at critical work spot during the course of work, may invite severe penalization as per the discretion of EIC, including halting / stoppage of work.
- Contractor shall furnish their annual Inspection Plan, with regard to project issues /subjects, frequency and performers to EIL/Owner.
- The Contractor shall regularly review inspection report internally and implement all practical steps / actions for improving the status continuously.
- The Contractor shall ensure important safety checks right from beginning of works at every work site locations and to this effect format No: HSE-10 "Daily Safety Check List" shall be prepared by field engineer & duly checked by safety personnel for conformance.
- The Contractor shall carry out inspection to identify various unsafe conditions of work sites/machinery/equipment's as well as unsafe acts on the part of workmen/supervisor/engineer while carrying out different project related works.
- Adequate records for all inspections shall be maintained by the Contractor and the same shall be furnished to EIL/Owner, whenever sought.
- The Contractor shall not carry-out work by engaging single worker anywhere without any supervisor anytime during day or night.
- To demonstrate involvement/commitment of site management of Contractor, at least one Safety Walk through in a month shall be carried out by Contractor's head of site (along with his area manager/field engineers) and a report shall be furnished to EIL/Owner as per format No: HSE-1" Safety walk through report" followed by compliance for unsatisfactory remarks.
- As a general practice lifting tools/ tackles, machinery, accessories etc. shall be inspected, tested and examined by competent people (approved by concerned State authorities) before being used at site and also at periodical interval (e.g. during replacement, extension, modification, elongation/ reduction of machine/parts, etc.) as per relevant statutes. Hydra, cranes, lifting machinery, mobile equipment's / machinery / vehicles, etc. shall be inspected regularly by only competent / experienced personnel at site and requisite records for such inspections shall be maintained by every contractor. Contractor shall also maintain records of maintenance of all other site machinery (e.g. generators, rectifiers, compressors, cutters, etc.) & portable tools/equipment's being used at project related works (e.g. drills, abrasive wheels, punches, chisels, spanners, etc.).The Contractor shall not make use of arbitrarily fabricated 'derricks' at project site for lifting / lowering of construction materials.
- Site facilities /temporary. installations, e.g. batching plant, cement godown, DG-room, temporary electrical panels/distribution boards, shot-blasting booth, fabrication yards, etc. and site welfare facilities, like labour colonies, canteen/pantry, rest-shelters, motor cycle/bicycle-shed, site washing facilities, First-aid centers, urinals/toilets, etc. should be periodically inspected by Contractor (preferably utilizing HR/Admn. personnel to inspect site welfare facilities) and records to be maintained.

3.1.6 Behaviour Based Safety

- The contractor shall develop a system to implement Behaviour-Based Safety (BBS) through which work groups can identify, measure and change the behaviours of employees and workers towards construction safety aspects.
- The BBS process shall include the following:
 - Identify the behaviours critical to obtaining required safety performance.
 - Communicate the behaviours and how they are performed correctly to all
 - Observe the work force and record safe/at risk behaviours. Intervene with workers to give positive reinforcement when safe behaviours are observed. Provide coaching/correction when at risk behaviours are observed
 - Collect and record observation data
 - Summarize and analyze observation data
 - Communicate observation data and analysis results to all employees
 - Provide recognition or celebrate when safe behaviour improvements occur
 - Change behaviours to be observed or change activators or change consequences as appropriate.
 - Communicate any changes to workforce
- Contractor through its own HSE committee shall implement the above process.
- The necessary procedures and Monthly reporting formats shall be developed by the contractor for approval by EIL/ Owner.
- The HSE committee of contractor shall observe individual's behavior for safe practices adapted for utilization/ execution of work for following as a minimum:-
 - PPE
 - Tools & equipment
 - Hazard Identification & control
 - House keeping
 - Confined space entry
 - Hot works
 - Excavation
 - Loading & unloading
 - Work At height
 - Stacking & storage
 - Ergonomics
 - Procedures

3.1.7 Awareness and Motivation

- The Contractor shall promote and develop awareness on Health, Safety and Environmental protection among all personnel working for the Contractor.
- Regular awareness programs and fabrication shop/work site meetings atleast on monthly basis shall be arranged on HSE activities to cover hazards/risks involved in various operations during construction.
- Contractor to motivate & encourage the workmen & supervisory staff by issuing/ awarding them with tokens/ gifts/ mementos/ monetary incentives/ certificates etc.
- Contractor shall assess & recognize the behavioral change of its site engineers / supervisors periodically and constantly motivate / encourage them to implement HSE practices at project works.

3.1.8 Fire prevention & First-Aid

- The Contractor shall arrange suitable First-aid measures such as First Aid Box (Refer Appendix-B for details), stand-by Emergency Vehicle. Additionally separate ambulance with trained personnel/nurse (male) to administer First Aid shall be provided by the Contractor beyond deployment of 400 workmen during day/night working hours.

- The Contractor shall arrange installation of fire protection measures such as adequate number of steel buckets with sand & water and adequate number of appropriate portable fire extinguishers (Refer Appendix-C for details) to the satisfaction of EIL/Owner.
- The Contractor shall deploy trained supervisory personnel / field engineers to cater to any emergency situation.
- The Contractor shall arrange EMERGENCY MOCK DRILL like fire, bomb threat, gas leakage, earth quake, etc. at each site at least once in three months, involving site workmen and site supervisory personnel & engineers. The Contractor shall maintain adequate record of such fire drills at project site

3.1.9 Documentation

The Contractor shall evolve a comprehensive, planned and documented system covering the following as a minimum for implementation and monitoring of the HSE requirements and the same shall be submitted for approval by owner/EIL.

- HSE Organogram
- Site specific HSE Plan
- Safety Procedures, forms and Checklist. Indicative list of HSE procedures is attached as Appendix :H
- Inspections and Test Plan
- Risk Assessment & HIRAC for critical works.
- HIRAC Register as per Format no: HSE-19 to identify, assess, analyze & mitigate the construction hazards& incorporate relevant control measures before actually executing site works.
- Environmental Aspect Impact Register as per Format no: HSE-18 (identify, assess, analyze & mitigate the environmental impact & incorporate relevant control measures).
- Legal Register to identify and comply to all applicable HSE related legal requirements.

The monitoring for implementation shall be done by regular inspections and compliance of the observations thereof. The Contractor shall get similar HSE requirements implemented at his sub-contractor(s) work site/office. However, compliance of HSE requirements shall be the responsibility of the Contractor. Any review/approval by EIL/Owner shall not absolve contractor of his responsibility/liability in relation to fulfilling all HSE requirements.

3.1.10 Audit

The Contractor shall submit an Audit Plan to EIL/Owner indicating the type of audits and covering following as minimum:

- Internal HSE audits regularly at least on quarterly basis by engaging internal qualified auditors (viz safety officers/ Construction personnel having 5 years experience in construction safety and Lead Auditor Course : OSHA 18001certification).
- External HSE audits regularly at least on every six months by engaging qualified external auditors (viz safety officers/ Construction personnel having 10years experience in construction safety and Lead Auditor Course: OHSAS 18001certification).

All HSE shortfalls/ non-conformances on HSE matters brought out during review/audit, shall be resolved forthwith (generally within a week) by Contractor& compliance report shall be submitted to EIL/ Owner.

In addition to above audits by contractor, the contractor's work shall be subjected to HSE audit by EIL/ Owner at any point of time during the pendency of contract. The Contractor shall take all actions required to comply with the findings of the Audit Report and issue regular Compliance Reports for the same to OWNER/ EIL till all the findings of the Audit Report are fully complied.

Failure to carry-out HSE Audits& its compliance (internal & external) by Contractor, shall invite penalization.

3.1.11 Meetings

- The Contractor shall ensure participation of his top most executive at site (viz. Resident Construction Manager / Resident Engineer/ Project Manager / Site-in-Charge) in Safety Committee/HSE Committee meetings arranged by EIL/ Owner usually on monthly basis or as and when called for. In case Contractor's top most executive at site is not in a position to attend such meeting, he shall inform EIL/ Owner in writing before the commencement of such meeting indicating reasons of his absence and nominate his representative – failure to do so may invite very stringent penalization against the specific Contractor, as deemed fit in Contract. The obligation of compliance of any observations during the meeting shall be always time bound. The Contractor shall always assist EIL/Owner to achieve the targets set by them on HSE management during the project implementation.
- In addition, the Contractor shall also arrange internal HSE meetings chaired by his top most executive at site on weekly basis and maintain records. Such internal HSE meetings shall essentially be attended by field engineers / supervisors (& not by safety personnel only) of the Contractor and its associates. Records of such internal HSE meetings shall be maintained by the Contractor for review by EIL/ Owner or for any HSE Audits.
- Agenda of internal HSE meeting should broadly cover: -
 - a) Confirmation of record notes /minutes of previous meeting
 - b) Discussion on outstanding subjects of previous points / subjects, if any
 - c) Incidents / Accidents (of all types) at project site, if any
 - d) Current topics related to site activities / subjects of discussion
 - e) House keeping
 - f) Behavioral Safety
 - g) Information / views / deliberations of members / site, sub-contractors
 - h) Report from Owner / Client
 - i) Status of Safety awareness, Induction programs & Training programs

The time frame for such HSE meeting shall be religiously maintained by one and all.

3.1.12 Intoxicating drinks & drugs and Smoking

- The Contractor shall ensure that his staff members & workers (permanent as well casual) shall not be in a state of intoxication during working hours and shall abide by any law relating to consumption & possession of intoxicating drinks or drugs in force.
- The Contractor shall not allow any workman to commence any work at any locations of project activity who is/are influenced / effected with the intake of alcohol, drugs or any other intoxicating items being consumed prior to start of work or working day.
- Awareness about local laws on this issue shall form part of the Induction Training and compulsory work-site discipline.
- The Contractor shall ensure that all personnel working for him comply with “No-Smoking” requirements of the Owner as notified from time to time. Cigarettes, lighters, auto ignition tools or appliances as well as intoxicating drugs, dry tobacco powder, etc. shall not be allowed inside the project / plant complex.
- Smoking shall be permitted only inside smoking booths exclusively designated & authorized by the Owner/EIL.

3.1.13 Penalty

The Contractor shall adhere consistently to all provisions of HSE requirements. In case of non-compliances and also for repeated failure in implementation of any of the HSE provisions,

EIL/Owner may impose stoppage of work without any cost & time implication to the Owner and/or impose a suitable penalty.

The amount of penalty to be levied against defaulted Contractor shall be up to a cumulative limit of

2.0% (Two percent) of the contract value for Item Rate or Composite contracts with an overall ceiling of 1, 00, 00, 000 (Rupees One crore)

0.5% (Zero decimal five percent) of the contract value for LSTK, OBE, EPC, EPCC or Package contracts with an overall ceiling of 10, 00.00.000 (Rupees ten crores)

This penalty shall be in addition to all other penalties specified elsewhere in the contract. The decision of imposing stop-work-instruction and imposition of penalty shall rest with EIL/Owner. The same shall be binding on the Contractor. Imposition of penalty does not make the Contractor eligible to continue the work in unsafe manner.

The amount of penalty applicable for the Contractor on different types of HSE violations is specified below:

Sl. No.	Violation of HSE norms	Penalty Amount
1.	For not using personal protective equipment (Helmet, Shoes, Goggles, Gloves, Face shield, Boiler suit, etc.)	Rs.500/- per day/ Item / Person.
2.	Working without Work Permit/Clearance	Rs.20,000/- per occasion
3.	Execution of work without deployment of requisite field engineer / supervisor at work spot	Rs.5,000/- per violation per day
4.	Unsafe electrical practices (not installing ELCB, using poor joints of cables, using naked wire without top plug into socket, laying wire/cables on the roads, electrical jobs by incompetent person, etc.)	Rs.10,000/- per item per day.
5.	Working at height without full body harness, using non-standard/ rejected scaffolding and not arranging fall protection arrangement as required, like hand-rails, life-lines, Safety Nets etc.	Rs.10,000/- per case per day.
6.	Unsafe handling of compressed gas cylinders (No trolley, jubilee clips double gauge regulator, and not keeping cylinders vertical during storage/handling, not using safety cap of cylinder).	Rs.500/- per item per day.
7.	Use of domestic LPG for cutting purpose / not using flash back arresters on both the hoses/tubes on both ends.	Rs.3,000/- per occasion.
8.	No fencing/barricading of excavated areas / trenches.	Rs.3,000/- per occasion.
9.	Not providing shoring/strutting/proper slope and not keeping the excavated earth at least 1.5M away from excavated area.	Rs.5,000/- per occasion.
10.	Non display of scaffold tags, caution boards, list of hospitals, emergency services available at work locations.	Rs.1,000/- per occasion per day
11.	Traffic rules violations like over speeding of vehicles, rash driving, talking on mobile phones during vehicle driving, wrong parking, not using seat belts, vehicles not fitted with reverse horn / warning alarms / flicker lamps during foggy weather.	Rs.2,000/- per occasion per day

Sl. No.	Violation of HSE norms	Penalty Amount
12.	Absence of Contractor's RCM/ SIC or his nominated representative (prior approval must be taken for each meeting for nomination) from site HSE meetings whenever called by EIL/Owner & failure to nominate his immediate deputy (in the site-organogram) for such HSE meetings.	Rs.10,000/- per meeting.
13.	Failure to maintain HSE records by Contractor Safety personnel, in line with approved HSE Plan/Procedures/Contract specifications.	Rs.10,000/- per month.
14.	Failure to conduct daily site safety inspection (by Contractor's safety engineers/safety officers), internal HSE meeting, internal HSE Awareness/ Motivation Program, Site HSE Training and HSE audit at predefined frequencies (as approved in HSE Plan).	Rs.10,000/- per occasion.
15.	Failure to submit the monthly HSE report by 5 th of subsequent month to Project's Engineer-in-Charge/ Owner	Rs.10,000/- per occasion and Rs. 1,000/- per day of further delay.
16.	Poor House Keeping	Rs.5,000/- per occasion per subject
17.	Failure to report & follow up accident (including Near Miss) reporting system within specific time-frame.	Rs.20,000/- per occasion
18.	Degradation of environment (not confining toxic spills, spilling oil/ lubricants onto ground)	Rs.10,000/- per occasion
19.	Not medically examining the workers before allowing them to work at height / to work in confined space / to work in shot-blasting / to work for painting / to work in bitumen or asphalt works, not providing ear muffs while allowing them to work in noise polluted areas, made them to work in air polluted areas without respiratory protective devices, etc.	Rs.5,000/- per occasion per worker
20.	Violation of any other safety condition as per job HSE plan / work permit and HSE conditions of contract (e.g. using crowbar on cable trenches, improper welding booth, not keeping fire extinguisher ready at hot work site, unsafe rigging practices, non-availability of First-Aid box at site, not providing dead man handle switch for blasting, whiplash arrestor for the compressor line, not using hood with respiratory devices by blaster for shot/grit blasting, etc.)	Rs.5,000/- per occasion
21.	Penalty for non-deployment of ambulance in case of man-power more than 400 or not providing dedicated emergency vehicle in case of man-power less than 400.	Rs.3,000/- per day
22.	Failure to carry-out Safety audit in time (internal & external), close-out of identified shortfalls of Observations of Safety Aspects(OSA), etc.	Rs.20,000/- per occasion
23.	Carrying out sand blasting instead of grit/shot blasting.	Rs.50,000/- per day

Sl. No.	Violation of HSE norms	Penalty Amount
24.	Failure to deploy adequately qualified and competent Safety Officer	Rs.10,000/- per day per Officer
25.	Utilization of hydra/back-hoe loader for material shifting or any other unauthorized /unsafe lifting works	Rs.25,000/- per occasion
26.	Any Fatal Accident	Rs.10,00,000/- per fatality
26.	Any violation not covered above	To be decided by EIL/Owner.

- The Contractor shall make his field engineers/supervisors fully aware of the fact that they keep track with the site workmen for their behavior and compliance of various HSE requirements. Safety lapses / defects of project construction site shall be attributable to the concerned job supervisor / engineer of the Contractor, (who remains directly responsible for safely executing field works). For repeated HSE violations, concerned job supervisor / engineer shall be reprimanded or appropriate action, as deemed fit, shall be initiated (with an information to EIL & Owner) by the concerned Contractor.

Contractor shall initiate verbal warning shall be given to the worker/employee during his first HSE violation. A written warning shall be issued on second violation and specific training shall be arranged / provided by the Contractor to enhance HSE awareness/skill including feedback on the mistakes/ flaws. Any further violation of HSE stipulations by the erring individuals shall call for his forthright debar from the specific construction site. A record of warnings for each worker/employee shall be maintained by the Contractor, like by punching their cards / Gate passes or by displaying their names at the Project entry gate. Warnings, penalizations, appreciations etc. shall be discussed in HSE Committee meetings by site Head of the Contractor.

3.1.14 Accident/ Incident investigation

All accidents/incidents shall be informed to EIL/Owner at least telephonically by Contractor immediately and in writing within 24 hours on Format No. HSE-2 as applicable, by Contractor. Thereafter, a Supplementary Accident/Incident investigation Report on Format No. HSE-3 shall be submitted to EIL/Owner within 72 hours. Near Miss incident(s), Dangerous accidents/incident shall also be reported on Format No. HSE-4 within 24 hours. The accident/incident shall be investigated by a team of Contractor's senior Site personnel (involving Site-in-Charge or at least by his deputy) for establishing root-cause and recommending corrective & preventive actions. Findings shall be documented and suitable actions taken to avoid recurrences shall be communicated to EIL/Owner. Owner/EIL shall have the liberty to independently investigate such occurrences and the Contractor shall extend all necessary help and cooperation in this regard. EIL/Owner shall have the right to share the content of this report with the outside world.

3.2 House Keeping

The Contractor shall ensure that a high degree of housekeeping is maintained and shall ensure inter-alia; the followings:

- All surplus earth and debris are removed/ disposed-off from the working areas to designated location(s).
- Unused/ surplus cables, steel items and steel scrap lying scattered at different places within the working areas are removed to identify location(s).
- All wooden scrap, empty wooden cable drums and other combustible packing materials, shall be removed from work place to identified location(s).

- d) Roads shall be kept clear and materials like pipes, steel, sand, boulders, concrete, chips and bricks etc. shall not be allowed on the roads to obstruct free movement of men & machineries.
- e) Fabricated steel structural, pipes & piping materials shall be stacked properly for erection.
- f) Water logging on roads shall not be allowed.
- g) No parking of trucks/trolleys, cranes and trailers etc. shall be allowed on roads, which may obstruct the traffic movement.
- h) Utmost care shall be taken to ensure over all cleanliness and proper upkeep of the working areas.
- i) Trucks carrying sand, earth and pulverized materials etc. shall be covered while moving within the plant area/ or these materials shall be transported with top surface wet.
- j) The contractor shall ensure that the atmosphere in plant area and on roads is free from particulate matter like dust, sand, etc. by keeping the top surface wet for ease in breathing.
- k) At least two exits for any unit area shall be assured at all times – same arrangement is preferable for digging pits / trench excavation / elevated work platforms/ confined spaces etc.
- l) Welding cables and the power cable must be segregated and properly stored and used. The same shall be laid away from the area of movement and shall be free from obstruction.
- m) Schedule for upkeep/ cleaning of site to be firmed up and implemented on regular basis.

The Contractor shall carry-out regular checks (minimum one per fortnight) as per format No: HSE-11 for maintaining high standard of housekeeping and maintain records for the same. The Contractor shall provide supervisor for housekeeping exclusively for management of day-to-day housekeeping activities.

3.3 HSE Measures

3.3.1 Construction Hazards

The Contractor shall ensure identification of all Occupational Health, Safety & Environmental hazards in the type of work he is going to undertake and enlist mitigation measures. Contractor shall carry out HIRAC specifically for high risk jobs/critical jobs like

- a) Working at height (+2.0 Mts height) for cold (incl. colour washing, painting, insulation etc.) & hot works.
- b) Work in confined space,
- c) Deep excavations & trench cutting (depth > 2.0 mts.)
- d) Operation & Maintenance of Batching Plant.
- e) Shuttering / concreting (in single or multiple pour) for columns, parapets & roofs.
- f) Erection & maintenance of Tower Crane.
- g) Erection of structural steel members / roof-trusses / pipes at height more than 2.0 Mts. with or without crane.
- h) Erection of pipes (full length or fabricated) at height more than 2.0 Mts. height with Crane of 100T capacity.
- i) All lifts using 100T Crane plus mechanical pulling.
- j) All lifts using two cranes in unison (Tandem Lifting).
- k) Any lift exceeding 80% capacity of the lifting equipments (hydra, crane etc.).
- l) Laying of pipes (isolated or fabricated) in deep narrow trenches – manually or mechanically.
- m) Maintenance of crane / extension or reduction of crane-boom on roads or in yards.
- n) Erection of any item at >2.0 Mts. height using 100T crane or of higher capacity
- o) Hydrostatic test of pipes, vessels & columns and water-flushing.
- p) Radiography jobs (in-plant & open field)
- q) Work in Live Electrical installations / circuits

- r) Handling of explosives & Blasting operations
- s) Demolishing/ dismantling activities
- t) Welding/ gas cutting jobs at height (+2.0 Mts.)
- u) Lifting/placing roof-girders at height (+2.0 Mts.)
- v) Lifting & laying of metallic / non-metallic sheet over roof/structures.
- w) Lifting of pipes, gratings, equipments/ vessels at heights (+2.0 Mts) with & without using cranes
- x) Calibration of equipment, instruments and functional tests at yards / work-sites.
- y) Operability test of Pump, Motors (after coupling) & Compressors.
- z) Cold or Hot works inside Confined Space.
- aa) Transportation & shifting of ODC consignments into project areas.
- bb) Working in “charged/Live” elect. Panels
- cc) Stress Relieving works (Electrically or by Gas-burners).
- dd) Pneumatic Tests
- ee) Card board blasting
- ff) Chemical cleaning

And take feedback from EIL/Owner. The necessary HSE measures devised shall be put in to place, prior to start of an activity & also shall be maintained during the course of works, by the Contractor. Copies of such HIRAC shall be kept available at work sites by the Contractor to enable all concerned carrying out checks / verification.

A list of typical construction hazards along with their effects & preventive measures is given in **Appendix-E**.

3.3.2 Accessibility

- The Contractor shall provide safe means of access (in sufficient numbers) & efficient exit to any working place including provisions of suitable and sufficient scaffolding at various stages during all operations of the work for the safety of his workmen and EIL/Owner.
- The Contractor shall implement use of all measures including use of “life line”, “fall-arresters”, “retractable fall arresters”, “safety nets” etc. during the course of using all safe accesses & exits, so that in no case any individual remains at risk of slip & fall during their travel.
- The access to operating plant / project complex shall be strictly regulated. Any person or vehicle entering such complex shall undergo identification check, as per the procedures in force / requirement of EIL/Owner.
- Accessibility to ‘confined space’ shall be governed by specific system / regulation, as established at project site.

3.3.3 Personal Protective Equipment (PPEs)

- The Contractor workmen shall be permitted entry inside the project premises only with proper PPEs.
- The Contractor shall ensure that all their staff, workers and visitors including their sub-contractor(s) have been issued (records to be kept) & wear appropriate PPEs like nape strap type safety helmets preferably with head & sweat band with ¾” cotton chin strap (made of industrial HDPE), safety shoes with steel toe cap and antiskid sole, full body harness (CE marked and conforming to EN361), protective goggles, gloves, ear muffs, respiratory protective devices, etc. All these gadgets shall conform to applicable IS Specifications/ CE or other applicable international standards. The Contractor shall implement a regular regime of inspecting physical conditions of the PPEs being issued / used by the workmen of their own & also its sub-agencies and the damaged / unserviceable PPEs shall be replaced forthwith.

- Owner/EIL may issue a comprehensive color scheme for helmets to be used by various agencies. The Contractor shall follow the scheme issued by the owner/EIL and shall choose any colour other than white (for Owner) or blue (for EIL) All HSE personnel shall preferably wear dark green band on their helmet so that workmen can approach them for guidance during emergencies. HSE personnel shall preferably wear such dresses with fluorescent stripes, which are noticeable during night, when light falls on them.
- Florescent jackets with respective company logo to be worn by the contractor workmen with different color coding for categories like supervisor and workmen
- For shot blasting, the usage of protective face shield and helmets, gauntlet and protective clothing is mandatory. Such protective clothing should conform relevant IS Specification.
- For off-shore jobs/contracts, contractor shall provide PPEs (new) of all types to EIL & Owner's personnel, at his (contractor's) cost. All personnel shall wear life jacket at all time.
- An indicative list of HSE standards/codes is given under **Appendix-A**.
- Contractor shall ensure procurement & usage of following safety equipment's/ accessories (conforming to applicable IS mark / CE standard) by their staff, workmen & visitors including their subcontractors all through the span of project construction / pre-commissioning/ Commissioning:-
 - a. PPEs (Helmet with company name/logo, Spectacle, Ear-muff, Face shield, Hand gloves, Safety Shoes, Gum boot)
 - b. Barricading tape / warning signs
 - c. Rechargeable Safety torch (flame-proof)
 - d. Safety nets (with tie-chords)
 - e. Fall arresters
 - f. Portable ladders (varying lengths)
 - g. Life-lines (steel wire-rope, dia not less than 8.0 mm)
 - h. Full body harness (double lanyard)
 - i. Lanyard
 - j. Karabiner
 - k. Retractable fall arresters (various length)
 - l. Portable fire extinguishers (DCP type) – 5 kg capacity
 - m. Portable Multi Gas detector
 - n. Sound level meter
 - o. Digital Lux meter
 - p. Fire hoses & flow nozzles
 - q. Fire blankets / Fire retardant cloth (with eyelets)

3.3.4 Working at height

- The Contractor shall issue permit for working (PFW) at height after verifying and certifying the checkpoints as specified in the attached permit (Format No. HSE-6). He shall also undertake to ensure compliance to the conditions of the permit during the currency of the permit including adherence of personal protective equipment's. Contractor's Safety Officer shall verify compliance status of the items of permit document after implementation of action is completed by Contractor's execution / field engineers at work site. HIRAC for specific works at height duly commented by EIL/Owner, shall be kept attached with particular Permit for Work (PFW) at site for ready reference & follow-up.
- Such PFW shall be initially issued for one single shift or expected duration of normal work and extended further for balance duration, if required. EIL/Owner can devise block-permit

system at any specific area, in consultation with project specific HSE Committee to specify the time-period of validity of such PFW or its renewal. This permit shall be applicable in areas where specific clearance from Owner's Operation Deptt./ Safety Deptt. is not required. EIL / Owner's field Engineers/ Safety Officers/ Area Coordinators may verify and counter sign this permit (as an evidence of verification) during the execution of the job.

- All personnel shall be medically examined & certified by registered doctor, confirming their 'medical fitness for working at height. The fitness examination shall be done once in six months.
- In case work is undertaken without taking sufficient precautions as given in the permit, EIL/ Owner Engineers may exercise their authority to cancel such permit and stop the work till satisfactory compliance/rectification is arranged made. Contractors are expected to maintain a register for issuance of permit and extensions thereof including preserving the used permits for verification during audits etc.
- The Contractor shall arrange (at his cost) and ensure use of Fall Arrester Systems by his workers. Fall arresters are to be used while climbing/descending tall structures or vessels / columns etc. These arresters should lock automatically against the anchorage line, restricting free fall of the user. The device is to be provided with a double security opening system to ensure safe attachment or release of the user at any point of rope. In order to avoid shock, the system should be capable of keeping the person in vertical position in case of a fall.
- The Contractor shall ensure that Full body harnesses conforming EN361 and having authorized CE marking is used by all personnel while working at height. The lanyards and life lines should have enough tensile strength to take the load of the worker in case of a fall. One end of the lanyard shall be firmly tied with the harnesses and the other end with life line. The harness should be capable of keeping the workman vertical in case of a fall, enabling him to rescue himself.
- The Contractor shall provide Roof Top Walk Ladders for carrying out activities on sloping roofs in order to reduce the chances of slippages and falls.
- The Contractor shall ensure that a proper Safety Net System is used wherever the hazard of fall from height is present. The safety net, preferably a knotted one with mesh ropes conforming to IS 5175/ ISO 1140 shall have a border rope & tie cord of minimum 12mm dia. The Safety Net shall be located not more than 6.0 meters below the working surface extending on either side upto sufficient margin to arrest fall of persons working at different heights.
- In case of accidental fall of person on such Safety Net, the bottom most portion of Safety Net should not touch any structure, object or ground.
- Grade separators shall be provided in Pipe-rack/Tech-structures to arrest falling objects like welding spatters, welding rods, nuts, bolts, tools etc. and to facilitate U/G and A/G works simultaneously.
- Beam Clamps may be used for construction of localized temporary working platforms, sheds for welding booths etc. at height in all types of steel structure due to faster installation and requirement of less scaffolding materials.
- Hanging Platform, manufactured by Standard HSE equipment vendors must be encouraged for painting of Buildings etc.
- All the tools used at height (like spanner, screw driver etc.) shall be provided with securing arrangement like back-pack/waist pouch to prevent accidental slippage from worker hand.
- The Contractor shall install temporary lightening arrester in tall structures during construction to save human life and to avoid damage to equipments & machineries

- The Contractor shall ensure positive isolation while working at different levels like in the pipe rack areas. The working platforms with toe boards & hand rails shall be sufficiently strong & shall have sufficient space to hold the workmen and tools & tackles including the equipment's required for executing the job. Such working platforms shall have mid-rails, to enable people work safely in sitting posture.

3.3.5 Scaffoldings & Barricading

- Suitable steel scaffoldings only shall be provided to workmen for all works that cannot be safely done from the ground or from solid construction except such short period work that can be safely done using ladders or certified (by 3rd party competent person) man-basket. When a ladder is used, an extra workman shall always be engaged for holding the ladder.
- The Contractor shall ensure that the scaffolds used during construction activities shall be strong enough to take the designed load. Main Contractor shall always furnish duly approved construction-design details of scaffold & SWL (from competent designers) free of charge, before they are being installed / constructed at site. Owner/EIL reserves the right to ask the Contractor to submit certification and or design calculations from his Head office/ Design/ Engineering expert regarding load carrying capacity of the scaffoldings.
- All scaffolds shall be inspected by a competent Scaffolding Inspector of the Contractor. He shall paste a GREEN tag (duly signed by competent Scaffolding Inspector) on each scaffold found safe and a RED tag (duly signed by competent Scaffolding Inspector) on each scaffold found unsafe. Scaffolds with GREEN tag only shall be permitted to be used and Scaffolds with RED ones shall immediately be made inaccessible. Work being found continuing on scaffolds with RED tag shall be considered unauthorized work by Contractor and may invite penalization from EIL/Owner. For every 120-125 m² /m³ area / volume or its parts there of minimum one TAG shall be provided.
- The Contractor shall ensure positive barricading (indicative as well as protective) of the excavated, radiography, heavy lift, high pressure hydrostatic & pneumatic testing and other such areas. Sufficient warning signs shall be displayed along the barricading areas.
- Scaffolding shall be constructed using foot seals or base plates only.

3.3.6 Electrical installations

- All electrical installations/ connections shall be carried out as per the provisions of latest revision of following codes/standards, in addition to the requirements of Statutory Authorities and IE/applicable international rules& regulations:
 - OISD STD 173 : Fire prevention & protection system for electrical installations
 - SP 30 (BIS) : National Electric Code
- All electrical installations shall be approved by the concerned statutory authorities.
- All temporary electrical installations/ facilities shall be regularly checked by the licensed/ competent electricians of the Contractor and appropriate records shall be maintained in format no: HSE-12" Inspection of temporary electrical booth/ installation at project construction site". Such inspection records are to be made available to EIL/Owner, whenever asked for.

3.3.6.1 The Contractor shall meet the following requirements:

- a. Shall make Single Line Diagram (SLD) for providing connection to each equipment's & machinery and the same (duly approved by EIL/Owner) shall be pasted on the front face of DBs (distribution boards) or JBs (Junction boxes) at every site. (A typical Switch Board Sketch is attached as Appendix -G).

- b. Ensure that electrical systems and equipment including tools & tackles used during construction phase are properly selected, installed, used and maintained as per provisions of the latest revision of the Indian Electrical/ applicable international regulations.
- c. Shall deploy qualified & licensed electricians for proper & safe installation and for regular inspection of construction power distribution system/points including their earthing. A copy of the license shall be submitted to EIL / Owner for records. Availability of at least one competent (ITI qualified) / licensed electrician (by State Elec. authorities) shall be ensured at site round the clock to attend to the normal/emergency jobs.
- d. All switchboards / welding machines shall be kept in well-ventilated & covered shed/ with rain shed protection. The shed shall be elevated from the existing ground level to avoid water logging inside the shed. Installation of electrical switch board must be done taking care of the prevention of shock and safety of machine.
- e. No flammable materials shall be used for constructing the shed. Also flammable materials shall not be stored in and around electrical equipment / switchboard. Adequate clearances and operational space shall be provided around the equipment.
- f. Fire extinguishers and insulating mats shall be provided in all power distribution centers.
- g. Temporary electrical equipment shall not be employed in hazardous area without obtaining safety permit.
- h. Proper housekeeping shall be done around the electrical installations.
- i. All temporary installations shall be tested before energizing, to ensure proper earthing, bonding, suitability of protection system, adequacy of feeders/cables etc.
- j. All welders shall use hand gloves irrespective of holder voltage.
- k. Multilingual (Hindi, English and local language) caution boards, shock treatment charts and instruction plate containing location of isolation point for incoming supply, name & telephone No. of contact person in emergency shall be provided in substations and near all distribution boards / local panels.
- l. Operation of earth leakage device shall be checked regularly by temporarily connecting series test lamp (2 bulbs of equal rating connected in series) between phase and earth. ELCB tester /test meter shall be used for testing ELCBs
- m. Regular inspection of all installations at least once in a month. (Ref. **Format HSE-12**).

3.3.6.2 The following features shall also be ensured for all electrical installations during construction phase by the contractor:

- Each installation shall have a main switch with a protective device, installed in an enclosure adjacent to the metering point. The operating height of the main switch shall not exceed 1.5 M. The main switch shall be connected to the point of supply by means of armoured cable.
- The outgoing feeders shall be double or triple pole switches with fuses / MCBs. Loads in a three phase circuit shall be balanced as far as possible and load on neutral should not exceed 20% of load in the phase.
- The installation shall be adequately protected against overload, short circuit and earth leakage by the use of suitable protective devices. Fuses wherever used shall be HRC type.

Use of rewirable fuses shall be strictly prohibited. The earth leakage device shall have an operating current not exceeding 30 mA.

- All connections to the hand tools / welding receptacles shall be taken through proper switches, sockets and plugs.
- All single phase sockets shall be minimum 3 pin type only. All unused sockets shall be provided with socket caps.
- Only 3 core (P+N+E) overall sheathed flexible cables with minimum conductor size of 1.5 mm² copper shall be used for all single phase hand tools.
- Only metallic distribution boxes with double earthing shall be used at site. No wooden boxes shall be used.
- All power cables shall be terminated with compression type cable glands. Tinned copper lugs shall be used for multi-strand wires / cables.
- Cables shall be free from any insulation damage.
- Minimum depth of cable trench shall be 750 mm for MV & control cables and 900 mm for HV cables. These cables shall be laid over a sand layer and covered with sand, brick & soil for ensuring mechanical protection. Cables shall not be laid in waterlogged area as far as practicable. Cable route markers shall be provided at every 25 M of buried trench route. When laid above ground, cables shall be properly cleated or supported on rigid poles of atleast 2.1 M high. Minimum head clearance of 6 meters shall be provided at road crossings.
- Underground road crossings for cables shall be avoided to the extent feasible. In any case no underground power cable shall be allowed to cross the roads without pipe sleeve.
- All cable joints shall be done with proper jointing kit. No taped/temporary joints shall be used.
- An independent earthing facility should preferably be established within the temporary installation premises. All appliances and equipment shall be adequately earthed. In case of armoured cables, the armour shall be bonded to the earthing system.
- All cables and wire rope used for earth connections shall be terminated through tinned copper lugs.
- In case of local earthing, earth electrodes shall be buried near the supply point and earth continuity wire shall be connected to local earth plate for further distribution to various appliances. All insulated wires for earth connection shall have insulation of green colour.
- Separate core shall be provided for neutral. Earth / Structures shall not be used as a neutral in any case.
- ON/OFF position of all switches shall be clearly designated / painted for easy isolation in emergency.

3.3.7 Welding/ Grinding/ Gas cutting

- Contractor shall ensure that flash back arrestors conforming to BS:6158 or equivalent are installed on all gas cylinders as well as at the torch end of the gas hose, while in use.

- All cylinders shall be mounted on trolleys and provided with a closing key. Empty & filled-up gas cylinders shall be stored separately with TAG, protecting them from direct sun or rain. Minimum 2 nos. of Portable DCP type fire extinguishers (10 kg) shall be maintained at the gas cylinder stores. Stacking & storing of compressed gas cylinders shall be arranged away from DG set, hot works, Elect. Panels / Elec. boards, etc.
- The burner and the hose placed downstream of pressure reducer shall be equipped with Flash Back Arrestor/ Non Return Valve device.
- The hoses for acetylene and oxygen cylinders must be of different colours. Their connections to cylinders and burners shall be made with a safety collar.
- At end of work, the cylinders in use shall be closed and hoses depressurized.
- Cutting of metals using gases, other than oxygen & acetylene, shall require written concurrence from Owner.
- Grinding activity shall not be carried out in confined spaces without a valid work permit.
- All grinding/cutting machines shall be guarded and fitted with Dead-Man switch and this shall not be bypassed any time.
- All welding/grinding machines shall have effective earthing at least at distinctly isolated two points.
- In order to help maintain good housekeeping, and to reduce fire hazard, live electrode bits shall be contained safely and shall not be thrown directly on the ground.
- The hoses of Acetylene and Oxygen shall be kept free from entanglement & away from common pathways / walkways and preferably be hanged overhead in such a manner which can avoid contact with cranes, hydra or other mobile construction machinery.
- Hot spatters shall be contained / restricted appropriately (by making use of effective fire-retardant cloth/fabric) and their flying-off as well as chance of contact with near-by flammable materials shall be stopped.
- The Contractor shall arrange adequate systems & practices for accumulation / collection of metal & other scraps and remnant electrodes and their safe disposal at regular interval so as to maintain the fabrication and other areas satisfactorily clean & tidy.
- All gas cylinders must have a cylinder cap on at all times when not in use.

3.3.8 Ergonomics and tools & tackles

- The Contractor shall assign to his workmen, tasks commensurate with their qualification, experience and state of health.
- All lifting tools, tackles, equipment, trailers, trucks/dumpers, accessories including cranes shall be tested periodically by statutory/competent authority for their condition and load carrying capacity. Valid test & fitness certificates from the applicable authority shall be submitted to Owner/EIL for their review/acceptance before the lifting tools, tackles, equipment, trailers, trucks/dumpers, accessories and cranes are used.
- Load testing of Cranes must be made mandatory after each modification/alteration of crane configuration/change in boom length.
- The contractor shall not be allowed to use defective equipment or tools not adhering to safety norms.
- Contractor shall arrange non-sparking tools for project construction works in operating plant areas / hydrocarbon prone areas.
- Wherever required the Contractor shall make use of Elevated Work Platforms (EWP) or Aerial Work Platforms (mobile or stationary) to avoid ergonomical risks and workmen shall be debarred to board such elevated platform during the course of their shifting/ transportation.
- Contractor shall ensure installation of Safe Load Indicator (SLI) on all cranes (while in use) to minimize overloading risk. SLI shall have capability to continuously monitor and display the load on the hook, and automatically compare it with the rated crane capacity at the operating condition of the crane. The system shall also provide visual and audible warnings at set capacity levels to alert the operator in case of violations.

- The contractor shall be responsible for safe operations of different equipment's mobilized and used by him at the workplace like transport vehicles, engines, cranes, mobile ladders, scaffoldings, work tools, etc.
- The Contractor shall arrange periodical training for the operators of hydra, crane, excavator, mobile machinery, etc. at site by utilizing services from renowned manufacturers

3.3.9 Occupational Health

- The contractor shall identify all operations that can adversely affect the health of its workers and issue & implement mitigation measures.
- For surface cleaning operations, sand blasting shall not be permitted even if not explicitly stated elsewhere in the contract.
- To eliminate radiation hazard, Tungsten electrodes used for Gas Tungsten Arc Welding shall not contain Thorium.
- Appropriate respiratory protective devices (hood with respiratory devices) shall be used to protect workmen from inhalation of air borne contaminants like silica, asbestos, gases, fumes, etc.
- Workmen shall be made aware of correct methods for lifting, carrying, pushing & pulling of heavy loads. Wherever possible, manual handling shall be replaced by mechanical lifting equipment's.
- For jobs like drilling/demolishing/dismantling where noise pollution exceeds the specified limit of 85decibels, ear muffs shall be provided to the workers.
- To avoid work related upper limb disorders (WRULD) and backaches, Display Screen Equipment's' workplace stations shall be carefully designed & used with proper sitting postures. Power driven hand-held tools shall be maintained in good working condition to minimize their vibrating effects and personnel using these tools shall be taught how to operate them safely & how to maintain good blood circulation in hands.
- The Contractor shall arrange health check-up (by registered medical practitioner) for all the workers at the time of induction. Health check may have to be repeated if the nature of duty assigned to him is changed necessitating health check or doubt arises about his wellness. EIL/Owner reserves the right to ask the contractor to submit medical test reports. Regular health check-ups are mandatory for the workers assigned with Welding, Radiography, Blasting, Painting, Heavy Lift and Height (>2m) jobs. All the health check-ups shall be conducted by registered Medical practitioner and records are to be maintained by the Contractor.
- The Contractor shall arrange Medical Camps at regular intervals at work sites and labor colonies to assess health condition of workers.
- The Contractor shall ensure vaccination of all the workers including their families, during the course of entire project span.

3.3.10 Hazardous substances

- Hazardous, inflammable and/or toxic materials such as solvent coating, thinners, anti-termite solutions, water proofing materials shall be stored in appropriate containers preferably with lids having spillage catchment trays and shall be stored in a good ventilated area. These containers shall be labeled with the name of the materials highlighting the hazards associated with its use and necessary precautions to be taken. Respective MSDS

(Material Safety Data Sheet) shall be made available at site & may be referred whenever problem arises.

- Where contact or exposure of hazardous materials are likely to exceed the specified limit or otherwise have harmful effects, appropriate personal protective equipment's such as gloves, goggles/face-shields, aprons, chemical resistant clothing, respirator, etc. shall be used.
- The work place shall be checked prior to start of activities to identify the location, type and condition of any asbestos materials which could be disturbed during the work. In case asbestos material is detected, usage of appropriate PPEs by all personnel shall be ensured and the matter shall be reported immediately to EIL/ Owner.

3.3.11 Slips, trips & falls

The contractor shall establish a regular cleaning and basic housekeeping programme that covers all aspects of the workplace to help minimize the risk of slips, trips & falls. The contractor shall take positive measures like keeping the work area tidy, storing waste in suitable containers & harmful items separately, keeping passages, stairways, entrances & exits especially emergency ones clear, cleaning up spillages immediately and replacing damaged carpet/ floor tiles, mats & rugs at once to avoid slips, trips & falls.

- Grating removal permit system should be implemented during construction phase. So that after permanent gratings are installed on platforms and tech structure floors; removal of any gratings for whatever purpose (including for lifting piping material etc.) is required to be sanctioned by signed permit by HSE officers of both contractor and Engineer-in-charge. The spot where gratings are removed shall be hard-barricaded during course of work. The removed gratings shall be re-installed immediately after completion of work or at the time of cessation of work every day whichever is earlier and the permit shall be closed on daily basis. A register shall be maintained for recording all the grating removal permits and their closure shall be monitored on daily basis.

3.3.12 Radiation exposure

- All personnel exposed to physical agents such as ionizing & non-ionizing radiation, including ultraviolet rays or similar other physical agents shall be provided with adequate shielding or protection commensurate with the type of exposure involved.
- For Open Field Radiography works, requirements of Bhabha Atomic Research Centre (BARC)/ Atomic Energy Regulatory Board (AERB) shall be followed.
- The Contractor shall implement an effective system of control (as described in the AERB regulations) at site for handling radiography-sources & for avoiding its misuse & theft.
- The contractor shall generate the Format No: HSE-8 "Permit for radiation work" before start of work.
- In case the radiography work has to be carried out at day time, suitable methodology to be used so that other works, people are not affected.

3.3.13 Explosives/Blasting operations

- Blasting operations shall be carried out as per latest Explosive Rules (Indian/ International) with prior permission. The Contractor shall obtain license from Chief Controller of Explosives (CCoE) for collection, transportation, storage of explosives as well as for carrying out blasting operations.

- The Contractor shall prepare exclusive method statement (in cognizance with statutory requirements) for diffusing unfired explosives, if any, at project site before carrying out actual task. Nowhere blasting shall be carried out by the Contractor or its agency without the involvement of competent supervisor and licensed blaster / shot blaster.

3.3.14 Demolition/ Dismantling

- The contractor shall adhere to safe demolishing/ dismantling practices at all stages of work to guard against unsafe working practices.
- The contractor shall disconnect service lines (power, gas supply, water, etc.)/ make alternate arrangements prior to start of work and restore them, if required as directed by EIL/ Owner at no extra cost.
- Before carrying out any demolition/dismantling work, the contractor shall take prior approval of EIL/Owner and generate the Format No.HSE-9. For revamp jobs in operating plants where location of underground utilities is not known with certainty, the contractor shall depute an experienced engineer for supervision and shall make adequate arrangements for fire-fighting & First-Aid during the execution of these activities.
- The Contractor shall arrange approved HIRAC / Method Statement for the specific demolition / dismantling task and corresponding action plan commensurate with hazards / risks associated therein. In no case any activity related to demolition / dismantling shall be carried out by the Contractor without engaging own supervision / field engineer.

3.3.15 Road Safety

- The Contractor shall ensure adequately planned road transport safety management system.
- The vehicles shall be fitted with reverse warning alarms & flashing lights / fog-lights and usage of seat belts shall be ensured.
- The Contractor shall also ensure a separate pedestrian route for safety of the workers and comply with all traffic rules & regulations, including maintaining speed limit of 20 KMPH or indicated by owner for all types of vehicles / mobile machinery. The maximum allowable speed shall be adhered to.
- In case of an alert or emergency, the Contractor must arrange clearance of all the routes, roads, access. The Contractor shall deploy sufficient number of traffic controllers at project site routes / roads/ accesses, to alert reversing movement of vehicles & machinery as well as pedestrians.
- Dumpers, Tippers, etc. shall not be allowed to carry workers within the plant area and also to & from the labour colony to & from project sites.
- Hydras shall only be allowed for handling the materials at fabrication/ storage yards and in no case shall be allowed to transport the materials over project / plant roads.
- The Contractor shall not deploy any such mobile machinery / equipment, which do not have competent operator and / or experienced banks-man/ signal-man. Such machinery/ equipment shall have effective limit-switches, reverse-alarm, front & rear-end lights etc. and shall be maintained in good working order.
- The Contractor shall not carry-out maintenance of vehicles / mobile machinery occupying space on project / plant roads and shall always arrange close supervision for such works.
- For pipeline jobs, the contractor shall submit a comprehensive plan covering transportation, loading / unloading of pipes, movement of side booms, movement of vehicles on the ROW, etc.
- Contractor shall arrange/ install visible road signs, diversion boards, caution boards, etc. on project roads for safe movement of men and machinery.

3.3.16 Welfare measures

Contractor shall, at the minimum, ensure the following facilities at work sites:

- A crèche at site where 10 or more female workers are having children below the age of 6 years.
- Adequately ventilated / illuminated rooms at labour camps & its hygienic up-keeping.
- Reasonable canteen facilities at site and in labour camps at appropriate location depending upon site conditions. Contractor shall make use of “industrial” variety of LPG cylinder & satisfactory illumination at the canteens. Necessary arrangement for efficient disposal of wastes from canteens & urinals /toilets shall also be made and regular review shall be made to maintain the ambience satisfactorily hygienic & shall also comply with all applicable statutory requirements.
- Adequately lighted & ventilated Rest rooms at site (separate for male workers and female workers).
- Provision for suitable mobile toilets to be made available by Contractor for remote/scattered job locations.
- Urinals, Toilets, drinking water, washing facilities, adequate lighting at site and labour camps, commensurate with applicable Laws/ Legislation.

3.3.17 Environment Protection

Contractor shall ensure proper storage and utilization methodology of materials that are detrimental to the environment. Where required, Contractor shall ensure that only the environment friendly materials are selected and emphasize on recycling of waste materials, such as metals, plastics, glass, paper, oil & solvents. The waste that cannot be minimized, reused or recovered shall be stored and disposed of safely. In no way, toxic spills shall be allowed to percolate into the ground. The contractor shall not use the empty areas for dumping the wastes.

Contractor to submit Environmental Aspect Impact Register detailing the list of activities in his scope, the respective environmental impact and the actions taken to minimize the impact. Environmental Aspect Impact Register to be prepared as per Format HSE-18 and to be updated and maintained till job completion.

The contractor shall strive to conserve energy and water wherever feasible.

The contractor shall ensure dust free environment at workplace by sprinkling water on the ground at frequent intervals. The air quality parameters for dust, poisonous gases, toxic releases, harmful radiations, etc. shall be checked by the contractor on daily basis and whenever need arises.

The contractor shall not be allowed to discharge chemicals, oil, silt, sewage, sullage and other waste materials directly into the controlled waters like surface drains, streams, rivers, ponds. A discharge plan suggesting the methods of treating the waste before discharging shall be submitted to EIL/Owner for approval.

For pipeline jobs, top soil shall be stacked separately while making ROW through fields. This fertile soil shall be placed back on top after backfilling.

For offshore construction barges, arrangements shall be made for safe disposal of human, food & other wastes and applicable laws in this regard shall be followed.

3.3.18 Rules & Regulations

All persons deployed at site shall be knowledgeable of and comply with the environmental laws, rules & regulations relating to the hazardous materials, substances and wastes. Contractor shall not dump, release or otherwise discharge or disposes off any such materials without the express

authorization of EIL/Owner. An indicative list of Statutory Acts & Rules relating to HSE is given under Appendix-D.

3.3.19 Weather Protection

Contractor shall take appropriate measures to protect workers from severe storms, rain, solar radiations, poisonous gases, dust, etc. by ensuring proper usage of PPEs like Sun glasses, Sun screen lotions, respirators, dust masks, etc. and rearranging/ planning the construction activities to suit the weather conditions. Effective arrangement (without creating inconvenience to project facilities & permanent installations) for protecting workmen from hailstorm, drizzle in the form of temporary shelter shall be made at site.

3.3.20 Communication

All persons deployed at the work site shall have access to effective means of communication so that any untoward incident can be reported immediately and assistance sought by them.

All health & safety information shall be communicated in a simple & clear language easily understood by the local workforce.

For information to all, typical subjects that should be communicated are: -

Inside the company (Top to down)

- a. Quality Policy
- b. HSE Policy contents
- c. Environment Policy
- d. HSE Objectives
- e. Safety Cardinal Rules
- f. HSE Target – reached or missed
- g. Praises & Warnings to personnel for HSE Management
- h. Safety Walk Through Reports and safety defects / shortfalls (by management)
- i. HSE Audit results
- j. Revised Statutory Health & Safety provisions, if any
- k. H & S publicity
- l. Suggestions

Inside the Company (Bottom to up)

- a. Complaints
- b. Compliances on safety defects / shortfalls
- c. Suggestions
- d. Proposals for changes & improvements
- e. HSE Reports (including near-miss reports)

3.3.21 Confined Space Entry

The contractor shall generate a work permit (Format No. HSE -7) before entering a confined space. People, who are permitted to enter into confined space, must be medically examined & certified by registered doctor, confirming their 'medical fitness for working in confined space'. All necessary precautions mentioned therein shall be adhered to. An attendant shall be positioned outside a confined space for extending help during an emergency. Effective communication shall be maintained between personnel in confined space and outside by combination of visual/voice or portable radio. Compressed gas cylinders shall not be taken into confined space. Entry Register for confined space to be maintained with the name and time of entry/exit. All appropriate PPEs and air quality parameters shall be checked before entering a confined space. It shall be ensured that the piping of the equipment which has to be opened is pressure- free by checking that blinds are in place, vents are open and volume is drained. Inside

confined space works, only electrical facilities/ installations of 24V shall be permitted. Contactor shall ensure usage of safe & suitable arrangement of oxygen supply for individual workmen (during the course of work in confined space), if oxygen concentration is found to be less than 19.5% (v/v) there.

3.3.22 Heavy Lifts

- The contractor shall submit detailed rigging studies plan for EIL/ Owner approval prior to lifting equipment which cannot be erected with a crane of approx. 100 MT capacity due to constraints of its dimensions, location of foundation height, approach & weight.
- Contractor shall generate the format no:HSE-15 “Permit for heavy lift/critical erection”
- The Safe Working Load (SWL) and manufacturer’s serial numbers shall be clearly marked on the slings and the lifting gears, either by tagging, stamping, engraving or embossing.
- Prior to actual lifting activities, contractor shall check the validity of the crane inspection certificate issued by statutory/ competent authority. This requirement shall also apply to all rigging equipment’s utilized for the job.
- The contractor shall, at all times, be responsible for all rigging activities.
- The Contractor shall ensure medical fitness of all workmen who are engaged / involved in erection of equipment’s, vessels etc. and such fitness checks shall be carried-out every six months interval with the help of a registered medical practitioner & record shall be maintained
- Adequate safety measures such as positive barricading, usage of appropriate PPEs, permit to work, etc. shall be taken during all heavy or critical lifts.
- For lifting any material (irrespective of shape, size or volume), at any height, it is always advisable to prepare a Plan of Erection (PoE) taking into consideration hazards & risks associated therein – this can enable people to put their own experiences of various natures & side-by-side establish a practical method for risk-free erection / lifts. The contractor shall prepare PoE & shall document the same, when risks are identified as “medium” or “high” and the same shall be approved by its competent / qualified engineer.

3.3.23 Key Performance Indicators

The contractor shall measure an activity in both leading & trailing indicators for statistical and performance measurement. The activities pertaining to key performance indicators are covered in Monthly HSE Report (Format No. HSE-5). The contractor shall try to achieve a statistically fair record and strive for its continual improvement.

Leading Indicators viz :-

- Number of Safety Inductions carried-out at site (for workmen & staff members)
- Number of HSE inspections carried out
- Number of “Safety Walk Through” carried-out by site-head.
- Number of HSE shortfalls / lapses identified per contractor& closed-out in time.
- Number of Safety Meetings conducted (in-house / with contractors)
- Number of HSE Audits made (internal & external) vis-à-vis non conformances raised
- Number of HSE Awareness / Motivational program conducted by contractors
- Number of HSE Trainings conducted at site for supervisors & workmen
- Study of Near miss case reported
- Encouragements / Awards / Recognitions to workmen, job supervisors & field engineers.
- Suggestions for improvement

Trailing Indicators viz :-

- Calculation of HSE statistics viz frequency rate, severity rate, LTA free manhours, etc.
- Analysis of incidents / accidents (nature, severity, types etc.)
- Study of Incident / Accident with respect to :-
 - Variety
 - Period of the year / project span
 - Timings of the incident / accident
 - Age profile of victims
 - Body parts involved
 - Penalty levied for causing incident / accident

3.3.24 Unsuitable Land Conditions

Contractor shall take appropriate measures and necessary work permits/clearances if work is to be done in or around marshy areas, river crossings, mountains, monuments, etc. The Contractor shall make right assessment and take all necessary action for developing work areas to make them safe & suitable for crane operations or other vehicular movement before carrying out any project related activity / operation. Contractor shall take all necessary actions to make the surroundings of its site establishments (site office, stores, lay-down area etc.) work-worthy safe and secure.

3.3.25 Under Water Inspection

Contractor shall ensure that boats and other means used for transportation, surveying & investigation works shall be certified seaworthy by a recognized classification society. It shall be equipped with all life saving devices like life jackets, adequate fire protection arrangements and shall possess communication facilities like cellular phones, wireless, walkie-talkie. All divers used for seabed surveys, underwater inspections shall have required authorized license, suitable life saving kit. Number of hours of work by divers shall be limited as per regulations. EIL/ Owner shall have the right to inspect the boat and scrutinize documents in this regard.

3.3.26 Excavation

The Contractor shall obtain permission from competent authorities prior to excavation wherever required.

The Contractor shall locate the position of buried utilities (water line, cable route, etc.) by referring to project / plant drawing / in consultation with EIL/Owner. The Contractor shall start digging manually to locate the exact position of buried utilities & thereafter use mechanical means.

The Contractor shall keep soil heaps at least 1.5 M away from edge or a distance equal to depth of pit (whichever is more).

All excavated pits greater than 10 Sq.M plan area and depth more than 1.5M shall have at least two access routes for ingress and egress. Also, additional access routes shall be provided such that distance between any two access routes shall not be more than 20M.

The Contractor shall maintain sufficient “angle of repose” during excavation – shall also provide slope or suitable bench as decided by EIL / Owner.

The Contractor shall arrange “battering” or “benching” wherever required for preventing collapse of edge of excavations.

The Contractor shall identify & arrange de-watering pump or well-point system to prevent earth collapse due to heavy rain / influx of underground water.

The Contractor shall arrange protective fencing/ barricading with warning signal around excavated pits, trenches, etc. along with minimum 2 (two) entries, exits/ escape ladders.

The Contractor must avoid “underpinning” / under-cutting to prevent collapse of chunk of earth during excavation

The Contractor shall use “stoppers” to prevent over-run of vehicle wheels at the edge of excavated pits/ trenches.

The Contractor shall arrange strengthening of “shoring” & “strutting” proactively to avoid collapse of earth/ edges due to vehicular movement in close proximity of excavated areas/ pits/ trenches, etc.

3.4 Tool Box Talks (TBT)

Contractor shall conduct daily TBT with workers prior to start of work and shall maintain proper record of the meeting. A suggested format is given below. The TBT is to be conducted by the immediate supervisor of the workers

The Contractor shall conduct TBT before start of every morning or evening shift or night shift activities, for alerting the workers on specific hazards and their appropriate dos & don'ts. The Contractor shall provide sufficient rests to the site workmen and their foremen to avert fatigue & thereby endangering their lives during the course of site works.

TOOLBOX TALK RECORDING SHEET		
Date & Time		
Work Location		
Subject (Nature of work)		
Presenter		
Hazards involved		
Precautions to be taken		
Worker's Name	Signature	Section
Remarks, in any		

The topics during TBT shall include

- Hazards related to work assigned on that day and precautions to be taken.
- Any forthcoming HSE hazards/events/instruction/orders, etc.

The above record can be kept in local language, which workers can read. These records shall be made available to EIL/ Owner whenever demanded.

3.5 Training & Induction Programme

- Initial induction of workers into Construction oriented activities and appraising them about the methodology of works and how to carry-out safely and the same should not be inter mixed with Tool Box Talks or HSE Training. In this regard careful action should be made & maintained for imparting HSE induction to every individual, irrespective of his task/designation/level of employment, whereas, HSE Training should be imparted to specific person/group of people who are to carry-out that specific task more than once – for example, Riggers must be trained for working at heights, welders must be trained for work in confined space, fitters/carpenters, masons must be trained for work at heights, etc.

- Contractor shall conduct Safety induction programme on HSE for all his workers and maintain records. The Gate Pass shall be issued only to those workers who successfully qualify the Safety induction programme.
- The Contractor shall brief the visitors about the HSE precautions which are required to be taken before their proceeding to site and make necessary arrangements to issue appropriate PPEs like Aprons, hard hats, ear-plugs, goggles & safety shoes etc., to his visitors. The Contractor shall always maintain relevant acknowledgement from visitor on providing him brief information on HSE actions.
- Contractor shall ensure that all his personnel possess appropriate training to carry out the assigned job safely. The training should be imparted in a language understood by them and should specifically be trained about
 - Potential hazards to which they may be exposed at their workplace
 - Measures available for prevention and elimination of these hazards

The topics during training shall cover, at the minimum: -

- Why safety should be considered during work - explanation
 - Education about hazards and precautions required
 - Employees' duties & responsibilities
 - Emergency and evacuation plan
 - HSE requirements during project activities
 - Fire fighting and First-Aid
 - Use of PPEs
 - Occupational health issues – dos & don'ts
 - Local laws on intoxicating drinks, drugs, smoking in force
 - Common environmental subjects – lighting, ventilation, vibration, smoke/fumes etc.
- Records of the training shall be kept and submitted to EIL/ Owner.
 - The Contractor shall make regular program for conducting Safety Training on various topics related to various activities & their safe-guarding utilizing experienced persons / outside agency / faculty. A program for Safety Training (indicative list as per Appendix –F) shall be furnished by the Contractor in its HSE Plan.
 - For offshore and jetty jobs, contractor shall ensure that all personnel deployed have undergone a structured sea survival training including use of lifeboats, basket landing, use of radio communication etc. from an agency acceptable to Owner/EIL.

3.6 ADDITIONAL SAFETY REQUIREMENTS FOR WORKING INSIDE A RUNNING PLANT

As a minimum, the contractor shall ensure adherence to following safety requirements while working in or in the close vicinity of an operating plant:

- a) Contractor shall obtain permits for Hot work, Cold work, Excavation and Confined Space from Owner in the prescribed format.
- b) The contractor shall monitor record and compile list of his workers entering the operational plant/unit each day and ensure & record their return after completing the job.

- c) Contractor's workers and staff members shall use designated entrances and proceed by designated routes to work areas only assigned to them. The workers shall not be allowed to enter units' area, tanks area, pump rooms, etc. without work authorization permit.
- d) Work activities shall be planned in such a way so as to minimize the disruption of other activities being carried out in an operational plant/unit and activities of other contractors.
- e) The contractor shall submit a list of all chemicals/toxic substances that are intended to be used at site and shall take prior approval of the Owner.
- f) Specific training on working in a hydrocarbon plant shall be imparted to the work force and mock drills shall be carried out for Rescue operations/First-Aid measures.
- g) Proper barricading/cordoning of the operational units/plants shall be done before starting the construction activities. No unauthorized person shall be allowed to trespass. The height and overall design of the barricading structure shall be finalized in consultation with the Owner and shall be got approved from the Owner.
- h) Care shall be taken to prevent hitting underground facilities such as electrical cables, hydrocarbon piping during execution of work.
- i) Barricading with water curtain shall be arranged in specific/critical areas where hydrocarbon vapors are likely to be present such as near horton spheres or tanks. Positioning of fire tenders (from owner) shall also be ensured during execution of critical activities.
- j) Emergency evacuation plan shall be worked out and all workmen shall be apprised about evacuation routes. Mock drill operations may also be conducted.
- k) Flammable gas test shall be conducted prior to any hot work using appropriate measuring instruments. Sewers, drains, vents or any other gas escaping points shall be covered with flame retardant tarpaulin.
- l) Respiratory devices shall be kept handy while working in confined zones where there is a danger of inhalation of poisonous gases. Constant monitoring of presence of Gas/Hydrocarbon shall be done.
- m) Clearance shall be obtained from all parties before starting hot tapping, patchwork on live lines and work on corroded tank roof.
- n) Positive isolation of line/equipment by blinding for welding/cutting/grinding shall be done. Closing of valve will not be considered sufficient for isolation.
- o) Welding spatters shall be contained properly and in no case shall be allowed to fall on the ground containing oil. Similar care shall be taken during cutting operations.
- p) The vehicles, cranes, engines, etc. shall be fitted with spark arresters on the exhaust pipe and got it approved from Safety Department of the Owner.
- q) Plant air should not be used to clean any part of the body or clothing or use to blow off dirt on the floor.
- r) Gas detectors should be installed in gas leakage prone areas as per requirement of Owner's plant operation personnel.
- s) Experienced full time safety personnel shall be exclusively deployed to monitor safety aspects in running plants.

3.7 Self Assessment and Enhancement

The contractor shall develop a method of check & balance through self assessment & enhancement techniques and shall explore the opportunities for continual improvement in the HSE system.

3.8 HSE Promotion

The contractor shall encourage his workforce to promote HSE efforts at workplace by way of organizing workshops/ seminars/ training programmes, celebrating HSE awareness weeks & National Safety Day, conducting quizzes & essay competitions, distributing pamphlets, posters & material on HSE, providing incentives for maintaining good HSE practices and granting incentives / bonus for completing the job without any lost time accident.

3.9 Lock Out and Tag Out (LOTO) for Isolation of Energy Source

- Contractor shall follow the LOTO/ Isolation procedure of owner for all energy source isolations installed/under purview by/of owner i.e. “Brown field”
- For all the other energy source (not under purview of client/owner) i.e. “Green field” Contractor shall develop a system to ensure the isolation of equipments, pipelines, Vessel, electrical panels from the energy source covering following as minimum:-
 - Identification of all energy source viz electrical, mechanical, hydraulic, pneumatic, chemical, thermal, gravitational, radiation and other forms of stored or kinetic energy.
 - Establishing the energy isolation devices viz: manually operated electrical circuit breakers, disconnection switches, blind flanges, etc.
 - Installation of Lock Out devices for preventing the inadvertent release of stored energy and Tag Out devices (“Danger”, “Do Not operate” or Do not Remove” tags) to indicate that testing, maintenance or servicing is underway and the device cannot be operated until the tag out device is removed.
 - Lock Out and Tag out log book
 - Permit for isolation and de-isolation of energy source as per format NO: HSE-16
 - Availability of competent persons like experienced operators at substations, pump house, units, etc, supervisors etc.
- Contractor shall ensure that all the sources are locked out and tagged properly before giving clearance to start the job.
- After the completion of job, contractor shall ensure all tools and tackles are removed and nobody is present in the working area and signing on LOTO log book.
- Only on confirmation of above the contractor will remove their lock and tag from the isolation points and give instructions for energizing the same. Only the person carrying out the task shall himself carry the key for the lock in /Lock out.

4.0 DETAILS OF HSE MANAGEMENT SYSTEM BY CONTRACTOR

4.1 On Award of Contract

The Contractor shall submit a comprehensive Health, Safety and Environmental Plan or programme for approval by EIL/Owner prior to start of work. The Contractor shall participate in the pre-start meeting with EIL/Owner to finalize HSE Plans which shall including the following:

- HSE policy & Objectives
- Job procedure to be followed by the Contractor for construction activities including handling of equipment's, scaffolding, electric installations, etc. describing the risks involved, actions to be taken and methodology for monitoring each activity. Indicative list of procedures is enclosed as Annexure-H
- EIL/Owner review/audit requirement.

- Organization structure along with responsibility and authority, on HSE activities.
- Administrative & disciplinary steps involving implementation of HSE requirements
- Emergency evacuation plan/ procedures for site and labour camps
- Procedures for reporting & investigation of accidents and near misses.
- HSE Inspection
- HSE Training programmes at project site
- HSE Awareness programmes, at project site
- Reference to Rules, Regulations and statutory requirements.
- HIRAC
- Environment Aspect Impact Register
- Legal Register
- HSE documentation viz reporting, analysis & record keeping.

4.2 During Job Execution

Contractor shall implement approved Health, Safety and Environment management programme including but not limited to as brought out under para 3.0. Contractor shall also ensure:

- to arrange workmen compensation insurance, registration under ESI Act, third party liability insurance, registration under BOCW Act etc., as applicable.
- to arrange all HSE permits before start of activities (as applicable), like permits for hot work, working at heights (Refer Format No. HSE-6), confined space (Refer Format No. HSE-7), Radiation Work Permit (Refer Format No. HSE-8), Demolishing/ Dismantling Work Permit (Refer Format No. HSE-9), Permit for erection/modification & dismantling of scaffolding (Refer Format No:HSE-14), Permit for heavy lift/critical erection (Refer Format No:HSE-15) ,Permit for energy Isolation & De-isolation” (HSE-16) ,storage of chemical /explosive materials & its use and implement all precautions mentioned therein. In this regard, requirements of *Oil industry Safety Directorate Standard No. Std-105 "Work Permit Systems"* shall be complied with while working in existing Oil or Gas processing plants. List of the persons involved shall be maintained as annexure to the work permit issued for a particular activity.
- to submit, timely, the completed checklist on HSE activities in Format No.HSE-1, Monthly HSE report in Format No.HSE-5 (use of web based package (www.eil.co.in/conthse) is compulsory wherever the facility is available else a hard copy is to be submitted), accident/incident reports, investigation reports etc. as per EIL/Owner requirements. Compliance of instructions on HSE shall be done by Contractor and informed urgently to EIL/Owner.
- that his top most executive at site attends all the Safety Committee/HSE meetings arranged by EIL/Owner and carries out safety walk regularly. Only in case of his absence from site that a second senior most person shall be nominated by him, in advance, and communicated to EIL/Owner for performing the above tasks.
- display at site office and at prominent locations HSE Policy, caution boards, list of hospitals, emergency services available, safety signs like Men at work, Speed Limits, Hazardous Area, various do's & don'ts, etc.
- provide posters, banners for safe working to promote safety consciousness.
- identify, assess, analyze & mitigate the construction hazards& incorporate relevant control measures before actually executing site works. (HIRAC = Hazard Identification, Risk Analysis and Control).
- identify, assess, analyze & mitigate the environmental impact & incorporate relevant control measures through Environmental Aspect Impact Register
- Identify and comply to all applicable HSE related legal requirements by preparing and maintaining a Legal register
- arrange testing, examination, inspection of own as well as borrowed construction equipment's / machinery (stationary & mobile) before being used at site and also at periodical interval, through own resources and also by 3rd party competent agencies (as

deemed fit in statutes). Records of such test, examination etc. shall be maintained & shall be submitted to EIL/Owner as & when asked for.

- carryout audits/ inspection (internal & external) at his works as well as sub-contractor works as per approved HSE plan/ procedure/ programme & submit the compliance reports of identified shortfalls for EIL/Owner review.
- arranging HSE training for site workmen (of his own & sub-contractors) through internal or external faculty at periodical intervals.
- Assistance & cooperate during HSE audits by EIL/Owner or any other 3rd party and submit compliance report.
- Generate & submit of HSE records/report as per this specification.
- apprise EIL/Owner on HSE activities at site regularly.
- carry-out all dismantling activities safely, with prior approval of EIL/Owner representative.
- The Contractor shall ensure that “Hot works” and painting works do not continue at the same place / location at project site for which chance or probability of “fire” incident exists.

4.3 During Short Listing of the Sub-Contractors

The contractor shall review the HSE management system of the sub-contractors in line with the requirements given in this specification. The contractor shall be held responsible for the shortcomings observed in the HSE management system of the sub-contractor(s) during execution of the job.

5.0 RECORDS

At the minimum, the contractor shall maintain/ submit HSE records in the following reporting formats:

Safety Walk Through Report	HSE-1
Accident/ Incident Report	HSE-2
Supplementary Accident/ Incident Investigation report	HSE-3
Near Miss Incident Report	HSE-4
Monthly HSE Report	HSE-5
Permit for working at height	HSE-5
Permit for working in confined space	HSE-7
Permit for radiation work	HSE-8
Permit for demolishing/ dismantling	HSE-9
Daily Safety checklist	HSE-10
Housekeeping Assessment & compliance	HSE-11
Inspection of temporary electrical booth/installation	HSE-12
Inspection for scaffolding	HSE-13
Permit for erection/modification & dismantling of scaffolding	HSE-14
Permit for heavy lift/critical erection.	HSE-15
Permit for Energy isolation and de-isolation.	HSE-16
Permit for Excavation	HSE-17
Inspection reports of Equipment/tools/tackles	*
Report of Toolbox talks	As indicated in specification
PPE issue report/register	*
Site inspection reports	*
Training records	*

(*) The formats shall be developed in consultation with EIL/Owner.

APPENDIX-A
(Sheet 1 of 2)

A. IS CODES ON HSE

SP: 53	Safety code for the use, Care and protection of hand operated tools.
IS: 838	Code of practice for safety & health requirements in electric and gas welding and cutting operations
IS: 1179	Eye & Face precautions during welding, equipment etc.
IS: 1860	Safety requirements for use, care and protection of abrasive grinding wheels.
IS: 1989 (Pt -II)	Leather safety boots and shoes
IS: 2925	Industrial Safety Helmets
IS: 3016	Code of practice for fire safety precautions in welding & cutting operation.
IS: 3043	Code of practice for earthing
IS: 3764	Code of safety for excavation work
IS: 3786	Methods for computation of frequency and severity rates for industrial injuries and classification of industrial accidents
IS: 3696	Safety Code of scaffolds and ladders
IS: 4083	Recommendations on stacking and storage of construction materials and components at site
IS: 4770	Rubber gloves for electrical purposes
IS: 5121	Safety code for piling and other deep foundations
IS: 5216 (Pt-I)	Recommendations on Safety procedures and practices in electrical works
IS: 5557	Industrial and Safety rubber lined boots
IS: 5983	Eye protectors
IS: 6519	Selection, care and repair of Safety footwear
IS: 6994 (Pt-I)	Industrial Safety Gloves (Leather & Cotton Gloves)
IS: 7293	Safety Code for working with construction Machinery
IS: 8519	Guide for selection of industrial safety equipment for body protection
IS: 9167	Ear protectors
IS: 11006	Flash back arrestor (Flame arrestor)
IS: 11016	General and safety requirements for machine tools and their operation
IS: 11057	Specification for Industrial safety nets
IS: 11226	Leather safety footwear having direct moulded rubber sole
IS: 11972	Code of practice for safety precaution to be taken when entering a sewerage system
IS: 13367	Code of practice-safe use of cranes
IS: 13416	Recommendations for preventive measures against hazards at working place

**APPENDIX-A
(Sheet 2 of 2)**

B. INTERNATIONAL STANDARDS ON HSE

Safety Glasses	:	ANSI Z 87.1, ANSI ZZ 87.1, AS 1337, BS 2092, BS 1542, BS 679, DIN 4646/ 58311
Safety Shoes	:	ANSI Z 41.1, AS 2210, EN 345
Hand Gloves	:	BS 1651
Ear Muffs	:	BS 6344, ANSI S 31.9
Hard Hat	:	ANSI Z 89.1/89.2, AS 1808, BS 5240, DIN 4840
Goggles	:	ANSI Z 87.1
Face Shield	:	ANSI Z 89.1
Breathing Apparatus	:	BS 4667, NIOSH
Welding & Cutting	:	ANSI Z49.1
Safe handling of compressed:P-1		(Compressed Gas Association Gases in cylinders 1235 Jefferson Davis Highway, Arlington VA 22202 - USA)
Full body harness	:	EN-361
Lanyard	:	EN-354
Karabiner	:	EN-362 and EN-12275

APPENDIX-B

DETAILS OF FIRST AID BOX

SL. NO.	DESCRIPTION	QUANTITY
1.	Small size Roller Bandages, 1 Inch Wide (Finger Dressing small)	6 Pcs.
2.	Medium size Roller Bandages, 2 Inches Wide (Hand & Foot Dressing)	6 Pcs.
3.	Large size Roller Bandages, 4 Inches Wide (Body Dressing Large)	6 Pcs.
4.	Large size Burn Dressing (Burn Dressing Large)	4 Pkts.
5.	Cotton Wool (20 gms packing)	4 Pkts.
6.	Antiseptic Solution Dettol (100 ml.) or Savlon	1 Bottle
7.	Mercurochrome Solution (100 ml.) 2% in water	1 Bottle
8.	Ammonia Solution (20 ml.)	1 Bottle
9.	A Pair of Scissors	1 Piece
10.	Adhesive Plaster (1.25 cm X 5 m)	1 Spool
11.	Eye pads in Separate Sealed Pkt.	4 pcs.
12.	Tourniquet	1 No.
13.	Safety Pins	1 Dozen
14.	Tinc. Iodine/ Betadin (100 ml.)	1 Bottle
15.	Polythene Wash cup for washing eyes	1 No.
16.	Potassium Permanganate (20 gms.)	1 Pkt.
17.	Tinc. Benzoin (100 ml.)	1 Bottle
18.	Triangular Bandages	2 Nos.
19.	Band Aid Dressing	5 Pcs.
20.	Iodex/Moov (25 gms.)	1 Bottle
21.	Tongue Depressor	1 No.
22.	Boric Acid Powder (20 gms.)	2 Pkt.
23.	Sodium Bicarbonate (20 gms.)	1 Pkt.
24.	Dressing Powder (Nebasulf) (10 gms.)	1 Bottle
25.	Medicinal Glass	1 No.
26.	Duster	1 No.
27.	Booklet (English& Local Language)	1 No. each
28.	Soap	1 No.
29.	Toothache Solution	1 No.
30.	Vicks (22 gms.)	1 Bottle
31.	Forceps	1 No.
32.	Note Book	1 No.
33.	Splints	4 Nos.
34.	Lock	1 Piece
35.	Life Saving/Emergency/Over-the counter Drugs	As decided at site

Box size: 14" x 12" x 4"

Note : The medicines prescribed above are only indicative. Equivalent medicines can also be used.
A prescription, in this regard, shall be required from a qualified Physician.

APPENDIX-C

TYPE OF FIRES VIS-À-VIS FIRE EXTINGUISHERS

Fire ↓ Fire Extinguisher →	Water	Foam	CO ₂	Dry Powder	Multi-purpose (ABC)
Originated from paper, clothes, wood	✓	✓	can control minor surface fires	can control minor surface fires	✓
Inflammable liquids like alcohol, diesel, petrol, edible oils, bitumen	✗	✓	✓	✓	✓
Originated from gases like LPG, CNG, H ₂	✗	✗	✓	✓	✓
Electrical fires	✗	✗	✓	✓	✓

LEGEND : ✓ : CAN BE USED

 ✗ : NOT TO BE USED

Note: Fire extinguishing equipment must be checked atleast once a year and after every use by an authorized person. The equipment must have an inspection label on which the next inspection date is given. Type of extinguisher shall clearly be marked on it.

APPENDIX-D

List of Statutory Acts & Rules Relating to HSE

- The Indian Explosives Act and Rules
- The Motor Vehicle Act and Central Motor Vehicle Rules
- The Factories Act and concerned Factory Rules
- The Petroleum Act and Petroleum Rules
- The Workmen Compensation Act
- The Gas Cylinder Rules and the Static & Mobile Pressure Vessels Rules
- The Indian Electricity Act and Rules
- The Indian Boiler Act and Regulations
- The Water (Prevention & Control & Pollution) Act
- The Water (Prevention & Control of Pollution) Cess Act
- The Mines & Minerals (Regulation & Development) Act
- The Air (Prevention & Control of Pollution) Act
- The Atomic Energy Act
- The Radiation Protection Rules
- The Indian Fisheries Act
- The Indian Forest Act
- The Wild Life (Protection) Act
- The Environment (Protection) Act and Rules
- The Hazardous Wastes (Management & Handling) Rules
- The Manufacturing, Storage & import of Hazardous Chemicals Rules
- The Public Liability Act
- The Building and Other Construction Workers (Regulation of Employment and Condition of service) Act
- Other Statutory Acts like EPF, ESIS, Minimum Wage Act.

APPENDIX-E (Sheet 1 of 12)

CONSTRUCTION HAZARDS, THEIR EFFECTS & PREVENTIVE MEASURES

ACTIVITY	TYPE OF HAZARD	EFFECT OF HAZARD	PREVENTIVE MEASURES
(A) EXCAVATION Pit Excavation upto 3.0m	Falling into pit	Personal injury	Provide guard rails/ barricade with warning signal. Provide atleast two entries/ exits. Provide escape ladders.
	Earth Collapse	Suffocation/ Breathlessness Buried	Provide suitable size of shoring and strutting, if required. Keep soil heaps away from the edge equivalent to 1.5m or depth of pit whichever is more. Don't allow vehicles to operate too close to excavated areas. Maintain atleast 2m distance from edge of cut. Maintain sufficient angle of repose. Provide slope not less than 1:1 and suitable bench of 0.5m width at every 1.5m depth of excavation in all soils except hard rock. Battering/benching the sides.
	Contact with buried electric cables Gas/ Oil Pipelines	Electrocution Explosion	Obtain permission from competent authorities, prior to excavation, if required. Locate the position of buried utilities by referring to plant drawings. Start digging manually to locate the exact position of buried utilities and thereafter use mechanical means.
Pit Excavation beyond 3.0m	Same as above plus Flooding due to excessive rain/ underground water	Can cause drowning situation	Prevent ingress of water. Provide ring buoys. Identify and provide suitable size dewatering pump or well point system.
	Digging in the vicinity of existing Building/ Structure	Building/Structure may collapse Loss of health & wealth	Obtain prior approval of excavation method from local authorities. Use under-pining method. Construct retaining wall side by side.
	Movement of vehicles/ equipment's close to the edge of cut.	May cause cave-in or slides. Persons may get buried.	Barricade the excavated area with proper lighting arrangements. Maintain at least 2m distance from edge of cut and use stop blocks to prevent over-run. Strengthen shoring and strutting.

APPENDIX-E: (Sheet 2 of 12)

CONSTRUCTION HAZARDS, THEIR EFFECTS & PREVENTIVE MEASURES (...Contd.)

ACTIVITY	TYPE OF HAZARD	EFFECT OF HAZARD	PREVENTIVE MEASURES
Narrow deep excavations for pipelines, etc.	Same as above plus Frequent cave-in or slides	May cause severe injuries or prove fatal	Battering/ benching of sides. Provide escape ladders.
	Flooding due to Hydro- static testing	May arise drowning situation	Same as above plus Bail out accumulated water. Maintain adequate ventilation.
Rock by excavation blasting	Improper handling of explosives	May prove fatal	Ensure proper storage, handling & carrying of explosives by trained personnel. Comply with the applicable explosive acts & rules.
	Uncontrolled explosion	May cause severe injuries or prove fatal	Allow only authorized persons to perform blasting operations. Smoking and open flames are to be strictly prohibited.
	Scattering of stone pieces in atmosphere	Can hurt people	Use PPE like goggles, face mask, helmets etc.
Rock excavation by blasting (Contd.)	Entrapping of persons/ animals.	May cause severe injuries or prove fatal	Barricade the area with red flags and blow siren before blasting.
	Misfire	May explode suddenly	Do not return to site for atleast 20 minutes or unless announced safe by designated person.
Piling Work	Failure of pile-driving equipment	Can hurt people	Inspect Piling rigs and pulley blocks before the beginning of each shift.
	Noise pollution	Can cause deafness and psychological imbalance.	Use personal protective equipments like ear plugs, muffs, etc.
	Extruding rods/casing	Can hurt people	Barricade the area and install sign boards. Provide first-aid.
	Working in the vicinity of 'Live-Electricity'	Can cause electrocution/ Asphyxiation	Keep sufficient distance from Live-Electricity as per IS code. Shut off the supply, if possible. Provide artificial/rescue breathing to the injured.
(B) CONCRETING	Air pollution by cement	May affect Respiratory System	Wear respirators or cover mouth and nose with wet cloth.
	Handling of ingredients	Hands may get injured	Use gloves & other PPE.
	Protruding reinforcement rods.	Feet may get injured	Provide platform above reinforcement for movement of workers or provide end caps for protection on reinforcement bars.

APPENDIX-E : (Sheet 3 of 12)

CONSTRUCTION HAZARDS, THEIR EFFECTS & PREVENTIVE MEASURES (...Contd.)

ACTIVITY	TYPE OF HAZARD	EFFECT OF HAZARD	PREVENTIVE MEASURES
	Earthing of electrical mixers, vibrators, etc. not done.	Can cause electrocution/asphyxiation	Ensure earthing of equipments and proper functioning of electrical circuit before commencement of work.
	Falling of materials from height	Persons may get injured	Use hard hats. Remove surplus material immediately from work place. Ensure lighting arrangements during night hours.
	Continuous pouring by same gang	Cause tiredness of workers and may lead to accident.	Insist on shift pattern. Provide adequate rest to workers between subsequent pours.
	Revolving of concrete mixer/vibrators	Parts of body or clothes may get entrapped.	Allow only mixers with hopper. Provide safety cages around moving motors. Ensure proper mechanical locking of vibrator.
Super-structure	Same as above plus Deflection in props or shuttering material	Shuttering/props may collapse and prove fatal	Avoid excessive stacking on shuttering material. Check the design and strength of shuttering material before commencement of work. Rectify immediately the deflection noted during concreting.
	Passage to work place	Improperly tied and designed props/planks may collapse	Ensure the stability and strength of passage before commencement of work. Do not overload and stand under the passage.
(C) REINFORCE- MENT	Curtailment and binding of rods	Persons may get injured	Use PPE like gloves, shoes, helmets, etc. Avoid usage of shift tools.
	Carrying of rods for short distances/at heights	Workers may get injured their hands and shoulders.	Provide suitable pads on shoulders and use safety gloves. Tie up rods in easily liftable bundles. Ensure proper staging.
	Checking of clear distance/cover with hands	Rods may cut or injure the fingers	Use measuring devices like tape, measuring rods, etc.
	Hitting projected rods and standing on cantilever rods.	Persons may get injured and fell down	Use safety shoes and avoid standing unnecessarily on cantilever rods. Avoid wearing of loose clothes.

APPENDIX-E: (Sheet 4 of 12)

CONSTRUCTION HAZARDS, THEIR EFFECTS & PREVENTIVE MEASURES (...Contd.)

ACTIVITY	TYPE OF HAZARD	EFFECT OF HAZARD	PREVENTIVE MEASURES
	Falling of material from height	May prove fatal	Use helmets. Provide safety nets.
	Transportation of rods by trucks/ trailers	Protruded rods may hit the persons	Use red flags/lights at the ends. Do not protrude the rods in front of or by the side of driver's cabin. Do not extend the rods 1/3 rd of deck length or 1.5m whichever is less.
(D) WELDING AND GAS CUTTING	Welding radiates invisible ultraviolet and infra-red rays	Radiation can damage eyes and skin.	Use specified shielding devices and other PPE of correct specifications. Avoid thoriated tungsten electrodes for GTAW.
	Improper placement of oxygen and acetylene cylinders	Explosion may occur	Move out any leaking cylinder. Keep cylinders in vertical position. Use trolley for transportation of cylinders and chain them. Use flashback arrestors.
	Leakage/ cuts in hoses	May cause fire	Purge regulators immediately and then turn off. Never use grease or oil on oxygen line connections and copper fittings on acetylene lines. Inspect regularly gas carrying hoses. Always use red hose for acetylene & other fuel gases and black for oxygen.
	Opening-up of cylinder	Cylinder may burst	Always stand back from the regulator while opening the cylinder. Turn valve slowly to avoid bursting. Cover the lug terminals to prevent short circuiting.
	Welding of tanks, container or pipes storing flammable liquids	Explosion may occur	Empty & purge them before welding. Never attach the ground cable to tanks, container or pipe storing flammable liquids. Never use LPG for gas cutting.

APPENDIX-E: (Sheet 5 of 12)

CONSTRUCTION HAZARDS, THEIR EFFECTS & PREVENTIVE MEASURES (...Contd.)

ACTIVITY	TYPE OF HAZARD	EFFECT OF HAZARD	PREVENTIVE MEASURES
(E) RADIOGRAPHY	Ionizing radiation	Radiations may react with the skin and can cause cancer, skin irritation, dermatitis, etc.	Ensure Safety regulations as per BARC/AERB before commencement of job. Cordon off the area and install Radiation warning symbols. Restrict the entry of unauthorized persons. Wear appropriate PPE and film badges issued by BARC/AERB.
	Transportation and Storage of Radiography source	Same as above	Never touch or handle radiography source with hands. Store radiography source inside a pit in an exclusive isolated storage room with lock and key arrangement. The pit should be approved by BARC/AERB. Radiography source should never be carried either in passenger bus or in a passenger compartment of trains. BARC/AERB has to be informed before source movement. Permission from Director General of Civil Aviation is required for booking radio isotopes with airlines.
	Loss of Radio Isotope	Same as above	Try to locate with the help of Survey Meter. Inform BARC/AERB (*)
(F) ELECTRICAL INSTALLATION AND USAGE	Short circuiting	Can cause Electrocutation or Fire	Use rubberized hand gloves and other PPE. Don't lay wires under carpets, mats or door ways. Allow only licensed electricians to perform on electrical facilities. Use one socket for one appliance. Ensure usage of only fully insulated wires or cables. Don't place bare wire ends in a socket. Ensure earthing of machineries and equipments Do not use damaged cords and avoid temporary connections. Use spark-proof/ flame proof type field distribution boxes.

(*) Atomic Energy Regulatory Board (AERB),
 Bhabha Atomic Research Centre (BARC)
 Anushaktinagar, Mumbai – 400 094

APPENDIX-E: (Sheet 6 of 12)

CONSTRUCTION HAZARDS, THEIR EFFECTS & PREVENTIVE MEASURES (...Contd.)

ACTIVITY	TYPE OF HAZARD	EFFECT OF HAZARD	PREVENTIVE MEASURES
			Do not allow open/bare connections. Provide all connections through 30mA ELCB. Protect electrical cables/equipments from water and naked flames. Check all connections before energizing.
	Overloading of Electrical System	Bursting of system can occur which leads to fire	Display voltage and current ratings prominently with 'Danger' signs. Ensure approved cable size, voltage grade and type. Switch off the electrical utilities when not in use. Do not allow unauthorized connections. Ensure proper grid wise distribution of Power.
	Improper laying of overhead and underground transmission lines/cables	Can cause electrocution and prove fatal	Do not lay unarmoured cable directly on ground, wall, roof of trees. Maintain atleast 3m distance from HT cables. All temporary cables should be laid atleast 750 mm below ground on 100 mm fine sand overlying by brick soling. Provide proper sleeves at crossings/ inter-sections. Provide cable route markers indicating the type and depth of cables at intervals not exceeding 30m and at the diversions/ termination.
(G) FIRE PREVENTION AND PROTECTION	Small fires can become big ones and may spread to the surrounding areas	Cause burn injuries and may prove fatal	In case a fire breaks out, press fire alarm system and shout "Fire, Fire". Keep buckets full of sand & water/ fire extinguishing equipment near hazardous locations Confine smoking to 'Smoking Zones' only. Train people for using specific type of fire fighting equipments under different classes of fire. Keep fire doors/ shutters, passages and exit doors unobstructed. Maintain good housekeeping and first-aid boxes (for details refer Appendix-B). Don't obstruct access to Fire extinguishers. Do not use elevators for evacuation during fire. Maintain lightning arrestors for elevated structures. Stop all electrical motors with internal combustion.

APPENDIX-E : (Sheet 7 of 12)

CONSTRUCTION HAZARDS, THEIR EFFECTS & PREVENTIVE MEASURES (...Contd.)

ACTIVITY	TYPE OF HAZARD	EFFECT OF HAZARD	PREVENTIVE MEASURES
			Move the vehicles from dangerous locations. Remove the load hanging from the crane booms. Remain out of the danger areas.
	Improper selection of Fire extinguisher	It may not extinguish the fire	Ensure usage of correct fire extinguisher meant for the specified fire (for details refer Appendix-C). Do not attempt to extinguish Oil and electric fires with water. Use foam cylinders/ CO ₂ / sand or earth.
	Improper storage of highly inflammable substances	Same as above	Maintain safe distance of flammable substances from source of ignition. Restrict the distribution of flammable materials to only min. necessary amount. Construct specifically designed fuel storage facilities. Keep chemicals in cool and dry place away from heat. Ensure adequate ventilation. Before welding operation, remove or shield the flammable material properly. Store flammable materials in stable racks, correctly labeled preferably with catchment trays. Wipe off the spills immediately.
	Short circuiting of electrical system	Same as above Can cause Electrocutation	Don't lay wires under carpets, mats or door ways. Use one socket for one appliance. Use only fully insulated wires or cables. Do not allow open/bare connections. Provide all connections through 30mA ELCB. Ensure earthing of machineries and equipments.
(H) VEHICULAR MOVEMENT	Crossing the Speed Limits (Rash driving)	Personal injury	Obey speed limits and traffic rules strictly. Always expect the unexpected and be a defensive driver. Use seat belts/ helmets. Blow horn at intersections and during overtaking operations. Maintain the vehicle in good condition. Do not overtake on curves, bridges and slopes.
	Adverse weather condition	Same as Above	Read the road ahead and ride to the left. Keep the wind screen and lights clean. Do not turn at speed. Recognize the hazard, understand the defense and act correctly in time.

APPENDIX-E : (Sheet 8 of 12)

CONSTRUCTION HAZARDS, THEIR EFFECTS & PREVENTIVE MEASURES (...Contd.)

ACTIVITY	TYPE OF HAZARD	EFFECT OF HAZARD	PREVENTIVE MEASURES
	Consuming alcohol before and during the driving operation	Same as above	Alcohol and driving do not mix well. Either choose alcohol or driving. If you have a choice between hitting a fixed object or an on-coming vehicle, hit the fixed object. Quit the steering at once and become a passenger. Otherwise take sufficient rest and then drive. Do not force the driver to drive fast and round the clock. Do not day dream while driving.
	Falling objects/ Mechanical failure	May prove fatal	Ensure effective braking system, adequate visibility for the drives, reverse warning alarm. Proper maintenance of the vehicle as per manufacturer instructions.
(I) PROOF TESTING (HYDROSTATIC/ PNEUMATIC TESTING)	Bursting of piping Collapse of tanks Tanks flying off	May cause injury and prove fatal	Prepare test procedure & obtain EIL/ Owner's approval. Provide separate gauge for pressurizing pump and piping/equipment. Check the calibration status of all pressure gauges, dead weight testers and temperature recorders. Take dial readings at suitable defined intervals and ensure most of them fall between 40-60% of the gauge scale range. Provide safety relief valve (set at pressure slightly higher than test pressure) while testing with air/ nitrogen. Ensure necessary precautions, stepwise increase in pressure, tightening of bolts/nuts, grouting, etc. before and during testing. Keep the vents open before opening any valve while draining out of water used for hydro-testing of tanks. Pneumatic testing involves the hazard of released energy stored in compressed gas. Specific care must therefore be taken to minimize the chance of brittle failure during a pneumatic leak test. Test temperature is important in this regard and must be considered when the designer chooses the material of construction.

APPENDIX-E : (Sheet 9 of 12)

CONSTRUCTION HAZARDS, THEIR EFFECTS & PREVENTIVE MEASURES (...Contd.)

ACTIVITY	TYPE OF HAZARD	EFFECT OF HAZARD	PREVENTIVE MEASURES
			A pressure relief device shall be provided, having a set pressure not higher than the test pressure plus the lesser of 345 KPa (50 psi) or 10% of the test pressure. The gas used as test fluid, if not air, shall be nonflammable and nontoxic.
(J) WORKING AT HEIGHTS	Person can fall down	May sustain severe injuries or prove fatal	Provide guard rails/barricade at the work place. Use PPE like full body harness, life line, helmets, safety shoes, etc. Obtain a permit before starting the work at height above 3 meters. Fall arrest and safety nets, etc. must be installed. Provide adequate working space (min. 0.6 m). Tie/weld working platform with fixed support. Use roof top walk ladder while working on a slopping roofs. Avoid movement on beams.
		May hit the scrap/material stacked at the ground or in between	Keep the work place neat and clean. Remove the scrap immediately.
	Material can fall down	May hit the workers working at lower levels and prove fatal	Same as above plus Do not throw or drop materials or equipment from height i.e. do not <i>bomb</i> materials. All tools to be carried in a tool-kit Bag or on working uniform. Remove scrap from the planks. Ensure wearing of helmet by the workers working at lower levels.
(K) CONFINED SPACES	Suffocation/drowning	Unconsciousness, death	Use respiratory devices, if reqd. Avoid over crowding inside a confined space. Provide Exhaust fans for ventilation Do not wear loose clothes, neck ties, etc. Fulfill conditions of the permit.

APPENDIX-E: (Sheet 10 of 12)

CONSTRUCTION HAZARDS, THEIR EFFECTS & PREVENTIVE MEASURES (...Contd.)

ACTIVITY	TYPE OF HAZARD	EFFECT OF HAZARD	PREVENTIVE MEASURES
			Check for presence of hydrocarbons, O ₂ level. Obtain work permit before entering a confined space. Ensure that the connected piping of the equipment which is to be opened is pressure free, fluid has been drained, vents are open and piping is positively isolated by a blind flange.
	Presence of foul smell and toxic substances	Inhalation can pose threat to life	Same as above plus Check for hydrocarbon and Aromatic compounds before entering a confined space. Depute one person outside the confined space for continuous monitoring and for extending help in case of an emergency.
	Ignition/ flame can cause fire	Person may sustain burn injuries or explosion may occur	Keep fire extinguishers at a hand distance. Remove surplus material and scrap immediately. Do not smoke inside a confined space. Do not allow gas cylinders inside a confined space. Use low voltage (24V) lamps for lighting. Use tools with air motors or electric tools with max. voltage of 24V. Remove all equipments at the end of the day.
(L) HANDLING AND LIFTING EQUIPMENTS	Failure of load lifting and moving equipment's	Can cause accident and prove fatal	Avoid standing under the lifted load and within the operating radius of cranes. Check periodically oil, brakes, gears, horns and tyre pressure of all moving machinery. Check quality, size and condition of all chain pulley blocks, slings, U-clamps, D-shackles, wire ropes, etc. Allow crane to move only on hard, firm and leveled ground. Allow lifting slings as short as possible and check gunny packings at the friction points. Do not allow crane to tilt its boom while moving. Install Safe Load Indicator. Ensure certification by applicable authority.

APPENDIX-E : (Sheet 11 of 12)

CONSTRUCTION HAZARDS, THEIR EFFECTS & PREVENTIVE MEASURES (...Contd.)

ACTIVITY	TYPE OF HAZARD	EFFECT OF HAZARD	PREVENTIVE MEASURES
	Overloading of lifting equipments	Same as above	Safe lifting capacity of derricks and winches written on them shall be got verified The max. safe working load shall be marked on all lifting equipment's Check the weight of columns and other heavy items painted on them and accordingly decide about the crane capacity, boom and angle of erection Allow only trained operators and riggers during crane operation.
	Overhead electrical wires	Can cause electrocution and fire	Do not allow boom or other parts of crane to come within 3m reach of overhead HT cables. Hook and load being lifted shall preferably remain in full visibility of crane operators.
(M) SCAFFOLDING, FORMWORK AND LADDERS	Person can fall down	Person May sustain severe injuries and prove fatal	Provide guard rails for working at height. Face ladder while climbing and use both hands. Ladders shall extend about 1m above landing for easy access and tying up purpose. Do not place ladders against movable objects and maintain base at 1/4 unit of the working length of the ladder. Suspended scaffolds shall not be less than 500 mm wide and tied properly with ropes. No loose planks shall be allowed. Use PPE, like helmets, safety shoes, etc.
	Failure of scaffolding material	Same as above	Inspect visually all scaffolding materials for stability and anchoring with permanent structures. Design scaffolding for max. load carrying capacity. Scaffolding planks shall not be less than 50x250 mm full thickness lumber or equivalent. These shall be cleated or secured and must extend over the end supports by at least 150mm and not more than 300mm. Don't overload the scaffolds. Do not splice short ladders to make a longer one. Vertical ladders shall not exceed 6m.
	Material can fall down	Persons working at lower level gets injured	Remove excess material and scrap immediately. Carry the tools in a tool-kit bag only. Provide safety nets.

APPENDIX-E: (Sheet 12 of 12)

CONSTRUCTION HAZARDS, THEIR EFFECTS & PREVENTIVE MEASURES (...Contd.)

ACTIVITY	TYPE OF HAZARD	EFFECT OF HAZARD	PREVENTIVE MEASURES
(N) STRUCTU- RAL WORKS	Personal negligence and danger of fall	Can cause injury or casualty	Do not take rest inside rooms built for welding machines or electrical distribution system. Avoid walking on beams at height. Wear helmet with chin strap and full body harness while working at height. Use hand gloves and goggles during grinding operations. Cover or mark the sharp and projected edges. Do not stand within the operating radius of cranes.
	Lifting/ slipping of material	Same as above	Do not stand under the lifted load. Stack properly all the materials. Avoid slippage during handling. Control longer pieces lifted up by cranes from both ends. Remove loose materials from height. Ensure tightening of all nuts & bolts.
(O) PIPELINE WORKS	Erection/ lowering failure	Can cause injury	Do not stand under the lifted load. Do not allow any person to come within the radii of the side boom handling pipes. Check the load carrying capacity of the lifting tools & tackles. Use Safe Load Indicators (SLI) Use appropriate PPEs.
	Other	Same as above	Wear gum boots in marshy areas. Allow only one person to perform signaling operations while lowering of pipes. Provide night caps on pipes. Provide end covers on pipes for stoppage of pigs while testing/ cleaning operations.
(P) GRIT BLASTING	Pollution in neighboring area, hit by grits and high pressure air	Can cause personal injury	Ensure the blasting is done in enclosed shed. Keep safe distance while blasting operations. Wear positive pressure blast hood or helmet with view-window, ear-muff/plug, gloves, overall or leather coat /apron, rubber shoes.

APPENDIX-F

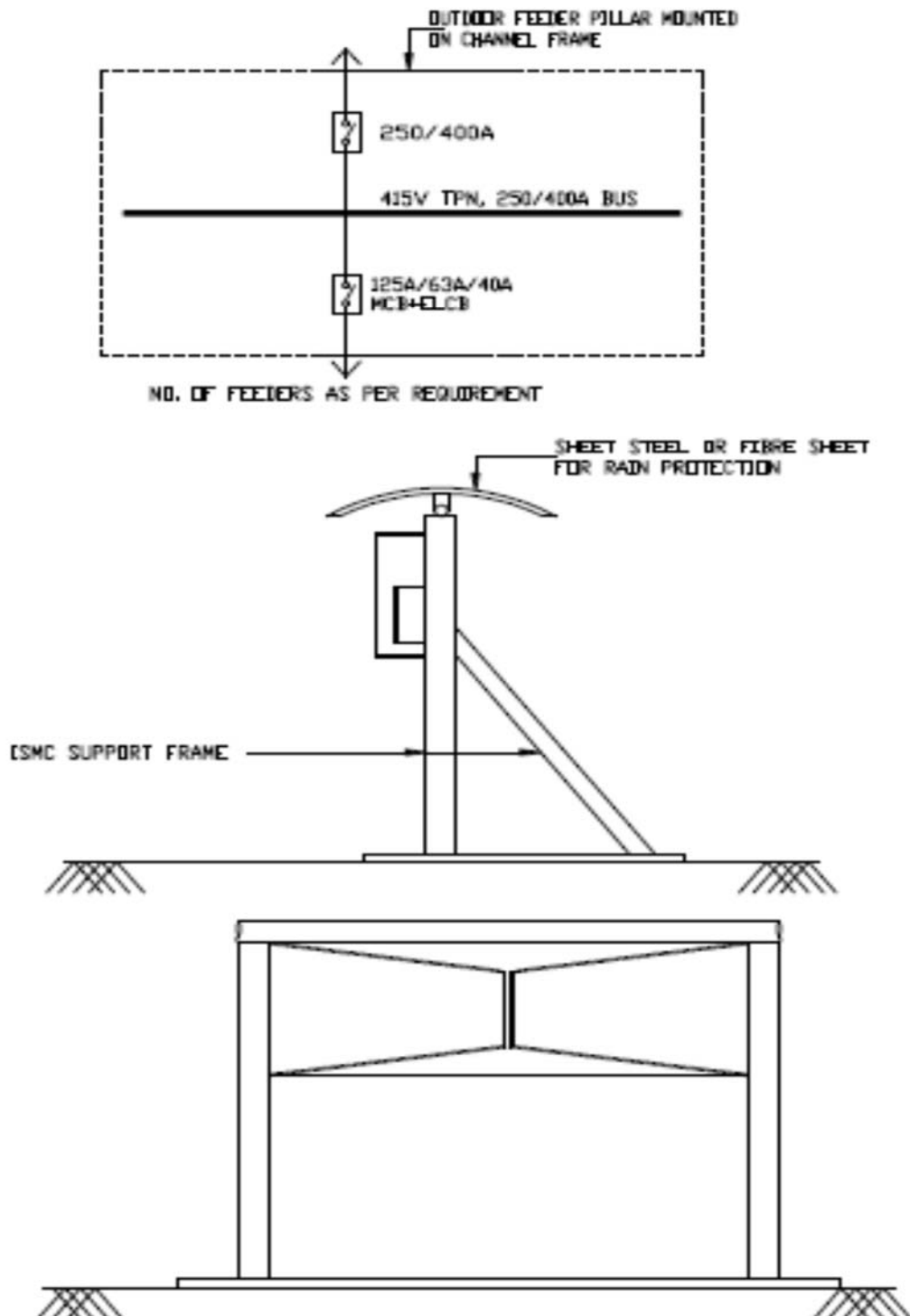
TRAINING SUBJECTS / TOPICS

(For contractors' personnel)

1. The Law & Safety – Statutory Requirement / Applicable statutes / Duties of employer / employee
2. Policy & Administration – Why HSE? / Duties & Responsibilities of Safety Personnel at project site / Effect of incentive on accident prevention
3. HSE & Supervision – Duties of Supervisor / HSE integrated supervision/ Who should be held responsible for site accidents?
4. Safety Budget / Cost of Accidents – Direct costs / Indirect costs
5. Hazard Identification / Type of hazards / HIRAC
6. Behavioural Safety & Motivation
7. Housekeeping – Storage / Stacking / Handling of materials / Hydra handling
8. Occupational Health in Construction sector
9. Personal Protective Equipments – Respiratory & Non- respiratory
10. Electricity & Safety – ELCB / Fuse / Powered tools / Project illumination
11. Handling of Compressed Gas – Transportation / Storage / FBAs / Fire prevention
12. Machine Safety – Machine guarding / Maintenance
13. Transportation – Hazards & risks in transp. of materials / ODC consignments
14. Cranes & Other Lifting machinery – Legal requirements vis-à-vis essential safety requirements.
15. Communication – HSE Induction/ TBTs/ Safety Committee/ Safety meeting/ Safety propaganda/ Publicity.
16. Excavation – Risks & Dangers / Safety measures
17. Working at Heights – Use of ladder / Work on roofs / Scaffolds / Double harness lanyards / Life-line / Fall arrester / Safety Nets / Floor openings
18. Hazards in Welding & important safety precautions
19. Gas Cutting – Hazards & safety measures
20. Fire prevention & fire protection

APPENDIX - G

CONSTRUCTION POWER BOARD (typ.)



NOTES:-

1. CONTRACTOR TO INSTALL TEMPORARY CONST. POWER BOARD AS SHOWN IN THE DRG. ITS LOCATION SHALL BE EASILY ACCESSABLE.
2. POWER DISTRIBUTION BOARD SHALL BE EARTHED AT TWO POINTS BY MINIMUM 40X5MM GI STRIP FROM THE AVAILABLE GRID OR DIRECTLY CONNECTED TO TWO DIRECTLY DRIVEN EARTH ELECTRODES.
3. DISTRIBUTION BOARD SHALL BE FABRICATED BY USING 14MM CRCA SHEET STEEL WITH HINGED DOORS AND ALL COMPONENT MOUNTED IN IT.
4. ALL INCOMING AND OUTGOING CABLES SHALL HAVE BOTTOM ENTRY.

APPENDIX-H

LIST OF PROCEDURES (MINIMUM) TO BE FORMING PART OF HSE PLAN:-

A. HSE Management Procedures:

- HSE Risk Management (including HIRA)
- HSE Legal Compliance and Other Requirements
- HSE Objectives & Performance
- HSE Training and Competence (including Induction)
- HSE Motivation & Award Scheme
- HSE Audits
- HSE Meetings
- HSE Sub Contractor Management
- HSE Emergency Management
- HSE Incidents Reporting and Management
- HSE Reports
- HSE Management System Review
- HSE Change Management
- HSE procedure for Behaviour based Safety
- First Aid & Management
- Roles, Responsibility, Accountabilities and Authorities

B. Job procedures/ Safe Operating procedures

- Setting Up Site & Signages
- Handling of Electrical Appliances
- Working at Height
- Confined Space Entry
- Permit to Work (including hot works)
- Housekeeping
- Lifting Operations
- Transportation of Materials including Manual Handling
- Compressed Air Tools and Units
- Earthmoving Operations & excavation
- Scaffolding
- Fire Prevention/ Protection
- Hazardous Substance Handling & Storage
- Radiation Hazard
- Personal Protective Equipment

FORMAT NO. : HSE-1 REV 0

(Sheet 1 of 6)

SAFETY WALK-THROUGH REPORT

(Name & signature of walk through performer to be inserted at the bottom of each page)

Project : _____ Report no. : _____

Date : _____ Contractor : _____

Inspection by : _____ Owner : _____

Frequency : Monthly Job no. : _____

Note : Write 'NA' wherever the item is not applicable

SL. NO.	ITEM	Satisfactory/ Yes	Non satisfactory/ No	Remarks	Action
1.	HOUSEKEEPING				
a)	Waste containers provided and used				
b)	Sanitary facilities adequate and Clean				
c)	Passageways and Walkways Clear				
d)	General neatness of working areas				
e)	Other				
2.	PERSONNEL PROTECTIVE EQUIPMENT				
a)	Goggles; Shields				
b)	Face protection				
c)	Hearing protection				
d)	Foot protection				
e)	Hand protection				
f)	Respiratory Masks etc.				
g)	Full body harness conforming to CC, EN 361				
h)	Hard hat (HDPE)				
i)	Other				
3.	EXCAVATIONS/ OPENINGS				
a)	Openings properly covered or barricaded				
b)	Excavations shored				
c)	Excavations barricaded				
d)	Overnight lighting provided				
e)	Other				

Safety walk-through performer (Name & Signature)

FORMAT NO. : HSE-1 REV 0

(Sheet 2 of 6)

SL. NO.	ITEM	Satisfactory/ Yes	Non satisfactory/ No	Remarks	Action
4.	WELDING & GAS CUTTING				
a)	Gas cylinders chained upright				
b)	Cables and hoses not obstructing				
c)	Screens or shields used				
d)	Flammable materials protected				
e)	Live electrode bits contained properly				
f)	Fire extinguisher (s) accessible				
g)	Other				
5.	SCAFFOLDING & BARRICADING				
a)	Fully decked platforms				
b)	Guard and intermediate rails in place				
c)	Toe boards in place				
d)	Adequate shoring				
e)	Adequate access				
f)	Positive barricading for critical activities				
g)	Installation of warning signs				
h)	Other				
6.	LADDERS				
a)	Extension side rails 1 m above				
b)	Top of landing				
c)	Properly secured				
d)	Angle + 70° from horizontal				
e)	Other				

Safety walk-through performer (Name & Signature)

FORMAT NO. : HSE-1 REV 0

(Sheet 3 of 6)

SL. NO.	ITEM	Satisfactory / Yes	Non satisfactory /No	Remarks	Action
7.	HOISTS, CRANES AND DERRICKS				
a)	Condition of cables and sheaves OK				
b)	Condition of slings, chains, hooks and eyes O.K.				
c)	Inspection and maintenance log-books maintained				
d)	Outriggers used				
e)	Reverse horn installed / active / coupled with gear				
f)	Signs/barricades provided				
g)	Signals observed and understood				
h)	Qualified operators				
i)	Other				
8.	MACHINERY, TOOLS AND EQUIPMENT				
a)	Proper instruction				
b)	Safety devices				
c)	Proper cords				
d)	Inspection and maintenance				
e)	Other				
9.	VEHICLE AND TRAFFIC				
a)	Rules and regulations observed				
b)	Inspection and maintenance				
c)	Licensed drivers				
d)	Other				

Safety walk-through performer (Name & Signature)

FORMAT NO. : HSE-1 REV 0

(Sheet 4 of 6)

SL. NO.	ITEM	Satisfactory / Yes	Non satisfactory /No	Remarks	Action
10.	TEMPORARY FACILITIES				
a)	Emergency instructions posted				
b)	Fire extinguishers provided				
c)	Fire-aid equipment available				
d)	Secured against storm damage				
e)	General neatness				
f)	In accordance with electrical requirements				
g)	Other				
11.	FIRE PREVENTION				
a)	Personnel trained & instructed to make use of facility				
b)	Fire extinguishers checked periodically & record maintained				
c)	No smoking in Prohibited areas.				
d)	Fire Hydrants not obstructed				
e)	Regular fire drill conducted				
12.	ELECTRICAL				
a)	Use of 3-core armored cables everywhere				
b)	Usage of 'All insulated' or 'double-insulated' electrical tools				
c)	All electrical connection are routed through ELCB				
d)	Natural Earthing at the source of power (Main DB)				
e)	Continuity and tightness of earth conductor				
f)	Effective covering of junction boxes, panels and other energized wiring places				
g)	Ground fault circuit interrupters provided				
h)	Prevention of tripping hazards maintained				
f)	DCP extinguishers arranged & licensed electrician engaged at site				

Safety walk-through performer (Name & Signature)

FORMAT NO. : HSE-1 REV 0

(Sheet 5 of 6)

SL. NO.	ITEM	Satisfactory/ Yes	Non satisfactory/ No	Remarks	Action
14.	HANDLING AND STORAGE OF MATERIALS				
a)	Safely stored or stacked				
b)	Passageways clear / free from obstructions				
c)	Fire fighting facility in place				
15.	FLAMMABLE GASES AND LIQUIDS				
a)	Containers clearly identified / protected from fire				
b)	Safe storage & transportation arrangement made				
c)	Fire extinguishers positioned nearby				
d)	Facilities kept away from electric spark, hot spatters & ignition source.				
16.	WORKING AT HEIGHT				
a)	Approved Erection plan and work permit in place				
b)	Safe access, Safe work platform & Safety nets provided				
c)	Life lines, Fall arrester, Full body harness with double lanyards used;				
d)	Health Check record available for workers going up?				
e)	Protective handrails arranged around floor openings				
17.	CONFINED SPACE				
a)	Work Permit obtained from requisite authority				
b)	Test for toxic gas and sufficient availability of oxygen conducted & status				
c)	Supervisor present at site & at least one person outside the confined space for monitoring deputed				
d)	Availability of safe means of entry, exit and ventilation (register for entry & exit maintained)				
e)	Fire extinguisher and first-aid facility ensured				
f)	Lighting provision made by using 24V Lamp				
g)	Proper usage of PPEs ensured				
18.	RADIOGRAPHY				
a)	Proper storage and handling of source as per BARC/ AERB guidelines (authorized radiographer available)				
b)	Work permit obtained				

Safety walk-through performer (Name & Signature).....

FORMAT NO. : HSE-1 REV 0

(Sheet 6 of 6)

SL. NO.	ITEM	Satisfactory / Yes	Non satisfactory /No	Remarks	Action
c)	Cordoning of the area done				
d)	Use of appropriate PPE's ensured				
e)	HSE training to workers/supervisors imparted during the fortnight (indicate topic)				
f)	Minimum occupancy of workplace ensured				
19.	HEALTH CHECKS				
a)	All Workers medically examined and found be fit for working at heights (slinging, rigging, painting etc.) in confined space in excavation / trenching in shot blasting				
b)	Availability of First Aid box with contents				
c)	Proper sanitation at site, office and labour camps				
d)	Arrangement of medical facilities.				
e)	Measures for dealing with illness at site & labour camps.				
f)	Availability of Potable drinking water for workmen & staff.				
g)	Provision of crèches for children.				
h)	Stand by vehicle / ambulance available for evacuation of injured				
20.	ENVIRONMENT				
a)	Chemical and Other Effluents properly disposed				
b)	Cleaning liquid of pipes disposed off properly				
c)	Seawater used for hydro-testing disposed off as per agreed procedure				
d)	Lubricant Waste/ Engine oils properly disposed				
e)	Waste from Canteen, offices, sanitation etc. disposed properly				
f)	Disposal of surplus earth, stripping materials, Oily rags and combustible materials done properly				
g)	Green belt protection				

Safety walk-through performer (Name & Signature)

FORMAT NO. : HSE-2 REV 0

(Sheet 1 of 3)

ACCIDENT / INCIDENT REPORT

(To be submitted by Contractor after every Incident / Accident within 24 hours to EIL/ Owner)

Report No.: _____ Date: _____

Project site: _____ Name of work: _____

Contractor's name: _____ Contractor's Job Engineer (name) _____

Non-disabling injury (Non-LTA)	Hospitalized but resumed duty before end of 48 hrs	
Disabling injury (other LTA)	Hospitalized & failed to resume duty within next 48 hrs	
Fatal (LTA):	Death / Expiry	
First Aid case (non LTA)	Resume duty after first aid	

Name of the injured: _____ Father's name of victim: _____

Sub Contractor's Name:

Gate Pass No.: Age: _____ Yrs. Victim's medical fitness exam. (Pre-empl.) date: _____

Date & time of Accident / Incident: _____

Names of Witnesses: (1) _____ (2) _____ (3) _____

Profession of victim:

Bar bender		Carpenter		Meson	
Fitter		Helper		Gas cutter	
Grinder		Welder		Electrician	
Driver		Rigger		M/c. operator	
Engineer		Manager		Other/ specify	

Qualification

No formal education		Non-Matriculate		Matriculate	
Graduate		Post- grad		Other/specify	

Job Experience

NIL		Less than 2 yrs		2-5 yrs	
5-10 yrs		11-15 yrs		15 years and above	

Location where the incident happened: _____

FORMAT NO. : HSE-2 REV 0

(Sheet 2 of 3)

Activity / Works that were continuing during incident / accident: -

Excavation		Demolition		Concrete carrying	
Concrete pouring		Transportation of materials (manually)		Transportation of materials (mechanically)	
Work on or adjacent to water		Work at height (+2.0 mts)		Scaffold preparation	
Scaffold dismantling		Piling works		Welding	
Grinding		Gas-cutting		Pipe fit-ups & fabrication	
Structural fabrications		Machine works		Hydro-testing works	
Electrical works		Erection activities		Other/specify	

What exactly the victim was doing just before the incident / accident?

.....

.....

Nature of injury:

Bruise or Contusion		Abrasion (superficial wound)		Sprains or strains	
Cut or Laceration		Puncture or Open wound		Burn	
Inhalation of toxic or Poisonous fumes or gases		Absorption		Amputation	
Fracture		Other/specify			

Parts of body involved in incident / accident

Head		Face		Eyes	
Throat		Arm (above wrist)		Hand (including wrist)	
Fingers		Trunk (Abdomen / Back / Chest / Shoulder)		Throat	
Leg (above ankle)		Foot (incl. ankle)		Toes	
Multiple				Other/specify	

Accident type:

Struck against		Struck by		Fall from Elevation	
Fall on same level		caught in		caught under	
caught in between		Rubbed or abraded		Contact with (Electricity)	
Contact with (Temp./ extremes)		Contact with chemicals or oils		Vehicle accident	
Other/specify					

FORMAT NO. : HSE-2 REV 0

(Sheet 3 of 3)

Medical Aid provided:- (indicate specific aids / treatment etc.)

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.....
.....

Actions taken to prevent recurrence of similar incident / accident:

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.....
.....
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Intimation to local authorities (Dist. Collector / Local Police Station / ESI authority): Yes / No / NA.

If yes, to whom

Safety Officer
(Signature and Name)
Stamp of Contractor

Site Head / Resident Construction Manager
(Signature and Name)

To : Owner
: RCM/Site-in-charge EIL (3 copies)
├─ Divisional Head (Constn.) through RCM
└─ Project Manager, EIL, through RCM

FORMAT NO. : HSE-3 REV 0

(Sheet 1 of 5)

SUPPLEMENTARY INCIDENT / ACCIDENT INVESTIGATION REPORT
TICK THE APPROPRIATE ONE AS APPLICABLE (furnish within 72 hours)

Supplementary to Incident / Accident Report No: _____ (Copy enclosed)

Report No.: _____ Date: _____

Project site: _____ Name of work: _____

Contractor's name: _____ Contractor's Job Engineer (name) _____

Non-disabling injury (Non-LTA)	Hospitalized but resumed duty before end of 48 hrs	
Disabling injury (other LTA)	Hospitalized & failed to resume duty within next 48 hrs	
Fatal (LTA):	Death / Expiry	
First Aid case (non LTA)	Resume duty after first aid	

Name of the injured: _____ Father's name of victim: _____

Sub Contractor's Name:

Gate Pass No.: Age: _____ Yrs. Victim's medical fitness exam. (Pre-empl.) date: _____

Date & time of Accident / Incident: _____

Names of Witnesses: (1) _____ (2) _____ (3) _____

Profession of victim:

Bar bender		Carpenter		Meson	
Fitter		Helper		Gas cutter	
Grinder		Welder		Electrician	
Driver		Rigger		M/c. operator	
Engineer		Manager		Other/specify	

Qualification

No formal education		Non-Matriculate		Matriculate	
Graduate		Post- grad		Other/specify	

Job Experience

NIL		Less than 2 yrs		2-5 yrs	
5-10 yrs		11-15 yrs		15 years and above	

Location where the incident happened: _____

FORMAT NO. : HSE-3 REV 0

(Sheet 2 of 5)

Activity / Works that were continuing during incident / accident: -

Excavation		Demolition		Concrete carrying	
Concrete pouring		Transportation of materials (manually)		Transportation of materials (mechanically)	
Work on or adjacent to water		Work at height (+2.0 mts)		Scaffold preparation	
Scaffold dismantling		Piling works		Welding	
Grinding		Gas-cutting		Pipe fit-ups & fabrication	
Structural fabrications		Machine works		Hydro-testing works	
Electrical works		Erection activities		Other/specify	

What exactly the victim was doing just before the incident / accident?

.....

.....

Particular of tools & tackles being used and condition of the same after incident/accident:

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.....

Description of Incident/Accident (How the incident was caused):

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.....

.....

Nature of injury:

Bruise or Contusion		Abrasion (superficial wound)		Sprains or strains	
Cut or Laceration		Puncture or Open wound		Burn	
Inhalation of toxic or Poisonous fumes or gases		Absorption		Amputation	
Fracture		Other/specify			

Parts of body involved in incident / accident

Head		Face		Eyes	
Throat		Arm (above wrist)		Hand (including wrist)	
Fingers		Trunk (Abdomen / Back / Chest / Shoulder)		Throat	
Leg (above ankle)		Foot (incl. ankle)		Toes	
Multiple				Other/specify	

FORMAT NO. : HSE-3 REV 0

(Sheet 3 of 5)

Accident type:

Struck against		Struck by		Fall from Elevation	
Fall on same level		caught in		caught under	
caught in between		Rubbed or abraded		Contact with (Electricity)	
Contact with (Temp./ extremes)		Contact with chemicals or oils		Vehicle accident	
Other/specify					

Name & Designation of person who provided First-Aid to the victim:

Name & Telephone number of Hospital where the victim was treated _____

Mode of transport used for transporting victim – Ambulance / Private car / Tempo / Truck / Others

How much time taken to shift the injured person to Hospital _____

In case of FATAL incident, indicate clearly the BOCW Registration No. of the victim/ Company
.....

Comments of Medical Practitioner, who treated / attended the victim/injured (attached / described here) _____

What actions are taken for investigation of the incident, please indicate clearly – (Video film / Photography / Measurements taken etc.)

Immediate cause (Please tick the right applicable) –

Hazardous methods or procedures inadequately guarded		Poor housekeeping		Inadequate or improper PPE	
Environmental hazards (excess noise/ space constraint/ inadequate ventilation)		improper illumination/ Moving on oval surface		Working on dangerous equipment	

FORMAT NO.: HSE-3 REV 0

(Sheet 4 of 5)

Failure to secure		Horse-play		Failure to use PPE	
Inattention to surroundings		Improper use of hands & body-parts		By-passing safety devices	
Unsafe mixing or placement of tools & tackles		Bypassing standard procedures		Failure in communication	
Operating without authority		Improper use of equipment or tools & tackles		drug or alcoholic influence	
excessive haste		Others(specify)			

Basic cause

Over confidence		Impulsiveness		over-exertion	
Faulty judgement or poor understanding		Failing to keep attention constantly		Nervousness & Fear	
Fatigue		Defective vision		Ill health or sickness	
Slow reaction		Others(specify)			

Root cause

Inadequate Engg		Improper Design		Inadequate Planning & organization	
Inadequate knowledge		Inadequate skill		Inadequate training	
Inadequate supervision		Improper work procedure		Inadequate compliance with standard	
Substandard performance		Inadequate maintenance		Improper inspection	
Others(specify)					

Loss of man days and impact on site works, (if any) –

Remarks from Contractor's Safety Officer/ Engineer –

Was the victim performing relevant tasks for which he was engaged /employed? Yes / No

Was the Supervisor present on work-site during the incident? Yes / No

Have the causes of incident rightly identified? Yes / No

Cause of Accident was _____

FORMAT NO. : HSE-3 REV 0

(Sheet 5 of 5)

Remedial measures recommended by **Safety Officer of Contractor** for avoiding similar incident in future :

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Intimation to local authorities (Dist. Collector / Local Police Station / ESI authority): Yes / No / NA.

If yes, to whom

.....

Safety Officer
(Signature and Name)

Site Head / Resident Construction Manager
(Signature and Name)
Stamp of Contractor

To : Owner
: RCM / Site-in-charge of EIL (3 copies)
→ Divisional Head (Constn.) through RCM
→ Project Manager EIL, through RCM

FORMAT NO. : HSE-4 REV 0

NEAR MISS INCIDENT/ DANGEROUS OCCURRENCE SUGGESTED PROFORMA
(to be submitted within 24 hours)

- **Near Miss** : Human injury escaped & no damage to property, equipment or interruption to work.
- **Dangerous Occurrence**: Damage to property, equipment or interruption of work, but not resulting in personal injury/ illness, e.g. Fire incident, collapse of structure, crane failure, etc.

Report No.: _____

Name of Site: _____

Date: _____

Name of work: _____

Contractor: _____

Incident reported by :

Date & Time of Incident :

Location :

Brief description of incident

Probable cause of incident

Suggested corrective action

Steps taken to avoid recurrence

Yes ☐

No ☐

To : Owner
: RCM/Site-in-charge EIL (3 copies)

└─ Divisional Head (Constn.) through RCM
└─ Project Manager EIL, through RCM

FORMAT NO. : HSE-5 REV 1

MONTHLY HEALTH, SAFETY & ENVIRONMENTAL (HSE) REPORT

(To be submitted by each Contractor)

Actual work start Date: _____

For the Month of: _____

Project: _____

Report No: _____

Name of the Contractor: _____

Status as on : _____

Name of Work : _____

Job No : _____

(Contractor in consultation with EIL shall generate the reports through web based package(www3.eil.co.in/eilhse)only.

ITEM	UPTO PREVIOUS MONTH	THIS MONTH	CUMULATIVE
1) Average number of Staff & Workmen (average daily headcount, not man days)			
2) Total Man-hours worked			
3) Number of Induction programmes conducted			
4) Number of HSE meetings organized at site			
5) Number of HSE awareness programmes conducted at site			
6) Number of Tool Box Talks conducted			
7) Number of Lost Time Accidents (LTA)	Fatal		
	Other LTA		
8) Number of Loss Time Injuries (LTI)	Fatalities		
	Other LTI		
9) Number of Non-Loss Time Accidents			
10) Number of First Aid Cases			
11) Number of Near Miss Incidents			
12) No. of unsafe acts/ practices detected			
13) No. of disciplinary actions taken against staff/ workmen			
14) Man-days lost due to accidents			
15) LTA Free man-hours i.e. LTA free man-hours counted from the Last LTA (enter date:)			
16) Frequency Rate (No. of LTA per 2 lacs man-hours worked)			
17) Severity Rate (No. of man days lost per 2 lacs man-hours worked)			
18) Loss Time Injury Frequency (No. of LTI per 2 lacs man-hours worked)			
19) No. of activities for which HIRAC completed			
20) No. of incentives/ awards given			
21) No. of occasions on which penalty imposed by EIL/ Owner			
22) No. of Audits conducted			
23) No. of pending NCs in above Audits			
24) Compensation cases raised with Insurance			
25) Compensation cases resolved and paid to workmen			
26) No of Vehicular Accident cases			
27) No of fire/Explosion cases			
28) Whether workmen compensation policy taken		Yes	No
29) Whether workmen compensation policy is valid		Yes	No
30) Whether workmen registered under ESI Act, as applicable		Yes	No
31) Whether HIRAC Register prepared and updated		Yes	No
32) Whether Environment Aspect Impact Register prepared and updated		Yes	No
33) Whether Legal Register prepared and updated		Yes	No
Remarks, if any			

Date:

Prepared by Safety Officer
(Signature and Name)

Approved by Site Head / Resident Construction Manager
(Signature and Name)

To : - OWNER
- RCM EIL (2 copies)

FORMAT NO. : HSE-6 REV 0

PERMIT FOR WORKING AT HEIGHTS (ABOVE 2.0 METER)

(In duplicate to be issued daily for site and for office)

Permit No..... Name of Main Contractor.....
Name of work executing agency / sub agency / vendor
Date..... Exact Location of work.....
Nature of work Duration of work (from) (to)
Number of workers covered within this permit
(List enclosed with name & gate pass numbers.)

Sl. No.	Items / Subjects	Status of compliance (Yes / No)	
1	Work areas / Equipments inspected		
2	Work area cordoned off		
3	Adequate lighting is provided		
4	Precautions against public traffic taken		
5	Concerned persons in & around have been alerted & cautioned		
6	Hazards / risks involved in routine / non-routine task assessed and control measures have been implemented at specific task		
7	ELCB provided for electrical connection & found working		
8	Ladder safely attached / fixed		
9	Scaffoldings are checked and TAGs are found used correctly		
10	Working platforms are provided and are found sound /safe for use		
11	Safe access & egress arrangements (e.g. ladders, fall arresters, life-lines etc.) are satisfactorily incorporated		
12	a. Openings on platform / floors are effectively cordoned / covered		
	b. Safety Nets are provided wherever required		
13	Use of following safety gadgets by people working at area under this permit, is checked and found satisfactory - Safety helmet Safety harness (full body) with double lanyard Safety Shoes Safety gloves Safety goggles		
14	Housekeeping of work area found satisfactorily tidy / clean & clear		
15	Adequate measures have been taken for works being continued at the ground level, when simultaneous works are permitted overhead at that very location.		
16	Materials are not thrown from heights on to ground		
17	Medical examination of workers are made & found satisfactory		
18	Responsible job engineer / supervisor found physically present at work spot for overall administration of work as well as safety of people.		

Above items have been checked & compliance has been found in place. Hence work is permitted to start / continue at the above-mentioned location. Work shall not start till identified lapses are rectified.

Additional Precautions, if any

Work Permit issued by
Contractor Engineer/ RCM

Verification By
Contractor Safety Officer

AT THE END OF THE DAY/WORK:

All works at height are completed & workmen have returned safely from work location at (time) (date)

(Sig. Contractor Engineer)

FORMAT NO. : HSE-7 REV 0

CONFINED SPACE ENTRY PERMIT

Project site _____

Sr. No. _____

Name of the work _____

Date _____

Name of Contractor _____

Nature of work _____

Exact location of work _____

Safety Requirements POSITIVE ISOLATION OF THE VESSEL IS MANDATORY								
(A) Has the equipment been ?								
Y	NR		Y	NR		Y	NR	
<input type="checkbox"/>	<input type="checkbox"/>	Isolated from power/steam/air	<input type="checkbox"/>	<input type="checkbox"/>	water flushed &/or steamed	<input type="checkbox"/>	<input type="checkbox"/>	radiation sources removed
<input type="checkbox"/>	<input type="checkbox"/>	isolated from liquid or gases	<input type="checkbox"/>	<input type="checkbox"/>	Man ways open & ventilated	<input type="checkbox"/>	<input type="checkbox"/>	proper lighting provided
<input type="checkbox"/>	<input type="checkbox"/>	depressurized &/or drained	<input type="checkbox"/>	<input type="checkbox"/>	cont. inert gas flow arranged	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	blanked/ blinded/ disconnected	<input type="checkbox"/>	<input type="checkbox"/>	adequately cooled	<input type="checkbox"/>	<input type="checkbox"/>	
(B) Expected Residual Hazards								
<input type="checkbox"/>	<input type="checkbox"/>	lack of O ₂	<input type="checkbox"/>	<input type="checkbox"/>	combustible gas/ liquid	<input type="checkbox"/>	<input type="checkbox"/>	H ₂ S / toxic gases
<input type="checkbox"/>	<input type="checkbox"/>	corrosive chemicals	<input type="checkbox"/>	<input type="checkbox"/>	pyrophoric iron / scales	<input type="checkbox"/>	<input type="checkbox"/>	electricity / static
<input type="checkbox"/>	<input type="checkbox"/>	heat/ steam / frost	<input type="checkbox"/>	<input type="checkbox"/>	high humidity	<input type="checkbox"/>	<input type="checkbox"/>	ionizing radiation
<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
(C) Protection Measures								
<input type="checkbox"/>	<input type="checkbox"/>	gloves	<input type="checkbox"/>	<input type="checkbox"/>	ear plug / muff	<input type="checkbox"/>	<input type="checkbox"/>	goggles / face shield
<input type="checkbox"/>	<input type="checkbox"/>	protective clothing	<input type="checkbox"/>	<input type="checkbox"/>	dust / gas / air line mask	<input type="checkbox"/>	<input type="checkbox"/>	personal gas alarm
<input type="checkbox"/>	<input type="checkbox"/>	grounded air duct/ blower/ AC	<input type="checkbox"/>	<input type="checkbox"/>	attendant with SCBA/air mask	<input type="checkbox"/>	<input type="checkbox"/>	rescue equipment/ team
<input type="checkbox"/>	<input type="checkbox"/>	Fire fighting arrangements	<input type="checkbox"/>	<input type="checkbox"/>	safety harness & lifeline	<input type="checkbox"/>	<input type="checkbox"/>	communication equipment
<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
Authorization / Renewal (It is safe to enter the confined space)								
	No. of persons allowed	Name of persons allowed	Signature			Time		Signature
			Contractor's Supervisor	Contractor's Safety Officer		From	To	Workman
Permit Closure : (A) Entry <input type="checkbox"/> was closed <input type="checkbox"/> stopped <input type="checkbox"/> will continue on (B) <input type="checkbox"/> Site left in a safe condition <input type="checkbox"/> Housekeeping done (C) Multilock <input type="checkbox"/> removed <input type="checkbox"/> key transferred <input type="checkbox"/> Ensured all men have come out <input type="checkbox"/> Man-ways barricaded Remarks, if any:								

FORMAT NO. : HSE-8 REV 0

RADIATION WORK PERMIT

Project : Sr. No. :
Name of the work : Date :
Name of site contractor : Job No. :

Location of work :

Source strength :

Cordoned distance (m) :

Name of Radiography agency :

Approved by Owner/EIL ☐

No. of workers engaged :
(List enclosed with name & gate pass numbers.)

The following items have been checked & compliance shall be ensured during currency of the permit:

S. No.	Item description	Done
	Safety regulations as per BARC/AERB ensured while source in use/in transit & during storage	<input type="checkbox"/>
	Area cordoned off / safe working platform provided	<input type="checkbox"/>
	Lighting arrangements for working during nights ensured	<input type="checkbox"/>
	Warning signs/ flash lights installed	<input type="checkbox"/>
	Cold work permit taken (if applicable)	<input type="checkbox"/>
	PPEs like film badges, dosimeters used	<input type="checkbox"/>

Additional precautions, if any _____

(Radiography Agency's BARC/AERB authorized Supervisor)

Permission is granted.

Permit is valid from _____ AM/PM _____ Date to _____ AM/PM _____
Date

(Signature of permit issuing authority of site contractor)

Name: _____ Designation: _____ Date: _____

Permit renewal:

Permit extended upto		Additional precautions required, if any	Sign. of issuing authority with date (of site contractor)	
Date	Time			

Work completed/ stopped/ area cleared at _____ Hrs of Date _____
(Sign. of permit issuing authority)

Name & Signature of site contractor:

FORMAT NO. : HSE-9 REV 0
DEMOLISHING/DISMANTLING WORK PERMIT

Project : Sr.No. :
Name of the work : Date :
Name of contractor : Job No. :

Name of sub-contractor : No. of workers to be engaged:
(List enclosed with name & gate pass numbers.)

Line No./ Equipment No./ Structure to be dismantled :

Location details of dismantling/ demolition with sketch : (clearly indicate the area)

The following items have been checked & compliance shall be ensured during currency of the permit:

S. No.	Item description	Done	Not Applicable
	Services like power, gas supply, water, etc. disconnected	<input type="checkbox"/>	<input type="checkbox"/>
	Dismantling/ Demolishing method reviewed & approved	<input type="checkbox"/>	<input type="checkbox"/>
	Usage of appropriate PPEs ensured	<input type="checkbox"/>	<input type="checkbox"/>
	Precautions taken for neighbouring structures	<input type="checkbox"/>	<input type="checkbox"/>
	First-Aid arrangements made	<input type="checkbox"/>	<input type="checkbox"/>
	Fire fighting arrangements ensured	<input type="checkbox"/>	<input type="checkbox"/>
	Precautions taken for blasting	<input type="checkbox"/>	<input type="checkbox"/>

(Contractor's Supervisor)

(Contractor's Safety Officer)

Permission is granted.

(Permit issuing authority)

Name :

Date :

Completion report :

Dismantling/ Demolishing is completed on _____ Date at _____ Hrs.

Materials/ debris transported to identified location ☐ Tagging completed (as applicable) ☐

Services like power, gas supply, water, etc. restored ☐

(Permit issuing authority)

CONTRACTOR'S NAME

FORMAT NO. : HSE-10 REV 0

DAILY SAFETY CHECKLIST

(To make use of before start of day's work)

Project : Sr. No. :
Name of the work : Date :
Name of contractor : Job No. :

Description of Job decided to perform : -

• Use of PPE / Safety Gadgets

Sl. No	PPEs	Compliance (Yes / No)	Sl. No	PPEs	Compliance (Yes / No)
1	Safety Helmets		6	Face Shield	
2	Safety Shoes		7	Full body harness	
3	Hand Gloves		8	Fall Arrest System	
4	Dust Mask		9	Safety net	
5	Safety Goggles		10	Horizontal life-line made of steel wire, (dia not less than 8.0 mm.)	

(Serial No. 1 & 2 are compulsory for everyone. Specify & ensure use of other safety gadgets as required for the job)

• Identify following important unsafe conditions: -

Sl. No	Conditions	Yes / No
1	Access to work site / emergency escape clear	
2	Soil / Loose earth kept away from excavated pit / slope / ladder provided	
3	Electrical wire / welding lead lying entangled on ground / welding m/c. booth accessible	
4	Elevated work platform / open ends are protected	
5	Ground area cordoned off before lifting works or erection at height / ground area checked & cordoned-off before start of height works	
6	Structural members / erected pipes / wooden boards/pieces etc. are safely anchored at heights and are not likely to fall down on people when working beneath	
7	Rope ladders tied-up on tall steel structures, long before are removed to get rid of their use	
8	Any Other	

• Indicate actions taken, if status of any of the above items is found "No"

.....

• Specific Safety guidelines / precautions, if any (communicated thro' TBT)

.....

• Above conditions and PPE compliances are checked by undersigned and correct status are indicated after verification

Inspected by
Contractor Engineer

Verification By
Contractor Safety Officer

FORMAT NO. : HSE-11 REV 0

(Sheet 1 of 2)

HOUSEKEEPING ASSESSMENT& COMPLIANCE

Project : Sr. No. :
Name of the work : Date :
Name of contractor : Job No. :
Name of contractor : Fortnightly

Sl. No.	Subjects of Review	Satisfactory/ Yes	Non-satisfactory/ No	Remarks	Action
1.	Cleanliness at the Main entry / access of site				
2.	Ground condition / floor areas free from water-logging / oil spillage				
3.	Ground & elevated floors free from rubbish / wastes / accumulated debris / scraps.				
4.	Manholes / openings are covered / fenced				
5.	Trenches are barricaded / walkways are in place				
6.	Drains are cleaned / not choked / not occupied by dumped materials				
7.	Sufficient CAUTION boards / instructions displayed				
8.	Construction machinery are maintained & parked in orderly manner.				
9.	Movement of site people are not obstructed because of dumping / storing of construction materials				
10.	Access/ egress to Electrical Distribution Boards/ Panels clear from wires / cables / earth-strips etc.				
11.	Electrical panel rooms / sheds / MCC / Control rooms / Substations etc. are clean & tidy and not used for storing dress / clothes, tiffin-box or bicycles.				
12.	Passage behind Elec. panels are free for access				
13.	Fire extinguishers / fire-buckets are accessible without any difficulty.				
14.	Stair-steps, platforms & landings are clear & tidy				
15.	Sheds / rooms & work areas have got sufficient illumination as well as ventilation.				
16.	Cables / Wires / welding leads are routed / hanged appropriately & are not creating unsafe condition.				
17.	Stacking / storing of insulation materials or their packing.				
18.	Removal or cleanliness of left-over sand, concrete, brick-bats, insulation-materials, excess earth, wastes etc.				
19.	Storing / stacking of sand, metal chips, re-bars, steel pipes, valves, fittings etc.				
20.	One escape route at ground & minimum two escape routes at elevation available.				

FORMAT NO. : HSE-11 REV 0

(Sheet 2 of 2)

Sl. No.	Subjects of Review	Satisfactory/ Yes	Non-satisfactory/ No	Remarks	Action
21.	Captions / Posters / Slogans on various safety instructions are displayed legibly in local language				
22.	Cable trenches are water-free or regular arrangement for taking out accumulated water exists.				
23.	Windows of rooms / offices are regularly cleaned				
24.	Facilities for cycle sheds, drinking water, washing, rest-rooms etc. are maintained in tidy manner.				
25.	Toilet, Urinals, Canteen / kitchen / pantry etc. are maintained & free from obnoxious smell.				
26.	Construction tools / tackles are stored systematically - the items are tagged / tested / certified by competent third party.				
27.	Sufficient numbers of Dust-bins / Waste-bins found at site and are regularly emptied.				

Additional remarks, if any -

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.....
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Inspected by
Contractor Engineer

Verification By
Contractor Safety Officer

FORMAT NO. : HSE-12 REV 0

INSPECTION OF TEMPORARY ELECTRICAL BOOTH / INSTALLATION

Project : Sr. No. :
Name of the work : Date :
Name of contractor : Job No. :
Sub Station No./Booth No Location:

SL NO	SUBJECTS	OBSERVATION (YES /NO)	ACTION TAKEN
1	Switchboards installed properly are in order and protected from rain & water-logging.		
2	Adequate illumination provided for switchboard operation during night hours & the lamps are protected from direct human contact.		
3	Voltage ratings, DANGER signs, Shock-Treatment-Chart displayed in the installation / booth		
4	Fire extinguisher (DCP or CO ₂) & Sand Bucket kept in close vicinity of Switchboards		
5	Valid License & Competent Electrician / Wireman available & name/ license no. displayed at booth / installation.		
6	General housekeeping in & around booth / installation found in order.		
7	Cable-route-markers for U/G cables provided.		
8	Monthly inspection report of Electrical hand tools available in booth / installation.		
9	Insulated Mat provided in front of Elec. Panels.		
10	Rubber hand gloves available/ used by Electricians		
11	Availability of CAUTION boards for shutdown & / or repairing works.		
12	All incoming & outgoing feeders have proper MCCB / HRC fuses / Switches.		
13	Switchboards "earthed" at two distinctly isolated locations.		
14	Switchboards have adequate operating space at the front face & at the rear face too.		
15	All connections provided through 30mA ELCB.		
16	Testing records of all ELCBs available at site		
17	Only industrial type plugs & sockets are used.		
18	Temporary connections are 3-core double insulated & free from cuts & joints and 3 rd core is earthed at both ends		
19	Socket boards are properly mounted on stand & protected from water ingress.		
20	Electrical equipments operating above 250V have two earthing / double earthing.		
21	All incoming / outgoing cables are properly glanded & terminated with "lugs".		
22	Switch-boards are of industrial variety / type.		
23	Sketch for installation / connection (SLD) made & pasted& other safety labels/display boards		
24	Labeling of incoming / outgoing feeders made.		
25	All hand lamps are protected from direct contact.		
26	All electrical cable / joints are in safe condition		

Inspected by
Contractor Engineer

Verification By
Contractor Safety Officer

FORMAT NO. : HSE-13 REV 0

(Sheet 1 of 2)

INSPECTION FOR SCAFFOLDING

Project : Sr. No. :
Name of the work : Date :
Name of contractor : Job No. :

Sl. No	Description	Yes	No	N.A	Actions taken
1	Whether work permit is obtained to take up work at height above 1.5 Mts?				
2	Whether atmospheric condition is "stormy" or "raining" and works at heights have been permitted?				
3	Whether steel pipes scaffoldings are used for units /off-site areas?				
4	Whether scaffolding has been erected on rigid/firm/leveled surfaces / ground? Whether "foot-seals" or "base-plates" are used beneath the up-rights (vertical steel pipes)				
5	Whether scaffold construction is as per IS specification with toe-board and hand-rails (top-rail as well as mid-rail)?				
6	Whether distance between two successive up-rights are less than 2.5 Mts (height of scaffold & load carrying capacity governs the distance between two uprights)				
7	Whether all uprights are extended at least 900 mm above the top most working platform (to enable fitting of handrails)?				
8	Whether vertical distance of two successive ledgers is satisfactory? (varying between 1.3 Mts. To 2.1 Mts)				
9	Whether the peripheral areas of working at height are cordoned-off? (for avoiding accident to people arising out of dropped / deflected materials)				
10	Whether platform is provided? Is it safely approachable?				
11	Whether end of scaffold platform / board are extended beyond transoms? (125mm to 150 mm)				
12	Whether CE / IS approved quality and worthy conditioned full-body safety harness (with double lanyard & karabiners) are used while working at heights?				
13	Whether life-line of safety harness is anchored to an independent secured support capable of withstanding load of a falling person?				
14	Whether the area around the scaffold is cordoned off to prohibit the entry of unauthorized person / vehicle?				
15	Whether clamps used are of good condition, of adequate strength and free from defects?				
16	Whether ladder is placed at secured and leveled surface?				
17	Whether water-pass and oil-spills are avoided around the scaffold structure?				
18	Whether ladder is extended 1.5mts. above the landing point at height?				
19	Whether more than one access/egress provided to the scaffold?				
20	Whether ladder used are of adequate length and overlapping of short ladders avoided?				
21	Whether metallic ladders are placed much away from near-by electrical transmission line?				
22	Whether rungs of ladder are inspected and found in good order?				
23	Whether fall-arresters provided on both the access/egress routes?				
24	Whether diagonal (cross) bracings are provided at regular interval on the scaffold?				
25	Whether working platform on the scaffold has been made free from "jolt" or "gap"?				
26	Whether tools or materials are removed after completion of the day's job at heights?				
27	Whether a valid Permit for Work (PFW) is obtained before taking up work over asbestos or fragile roof?				
28	Whether sufficient precaution is taken while working on fragile roof?				

FORMAT NO. : HSE-13 REV 0

(Sheet 2 of 2)

Sl. No	Description	Yes	No	N. A	Actions taken
29	Whether provision is made to arrange duck ladder, crawling board for working on fragile roof?				
30	Whether scaffold has been inspected by qualified civil engineers prior to their use?				
31	Whether the scaffolding has been designed for the load to be borne by the same?				
32	Whether the erection and dismantling of the scaffolding is being done by trained persons and under adequate supervision?				
33	Whether safety net with proper working arrangement and life-line has been provided?				
34	Whether TAGS (Green for acceptable and Red for incomplete/unsafe scaffolds) are used on scaffolds?				
35	Whether sufficient illumination is provided in and around the scaffold and access?				
36	Whether emergency rescue / response arrangements are made in place				

Inspected by
 Contractor Engineer

Verification By
 Contractor Safety Officer

FORMAT NO. : HSE-14 REV 0

(sheet 1 of 2)

PERMIT FOR ERECTION / MODIFICATION & DISMANTLING OF SCAFFOLDING

Project : Sr. No. :
Name of the work : Date :
Name of contractor : Job No. :
Nature of activities : Duration: From.....To.....

SL. No.	SUBJECTS / ITEMS	DONE	NOT DONE	REMARKS
1	Specific task of Erection / Modification / Dismantling of scaffolds, identified & TAGGED accordingly (before as well as after carrying-out jobs).			
2	People engaged in doing the job are identified & are certified by Job Engineer of Main Contractor as experienced / trained.			Names to be noted
3	Concerned persons are alerted by the Job Engineer of Main Contractor in connection with possible hazards & what the workmen MUST do / MUST not do.			
4	Verification by Job Engineer of Main Contractor made for confirming that all persons permitted to carry-out the jobs are making use of Helmet, Safety Shoes, Goggles, Gloves & Double lanyard safety harness and other relevant PPEs.			
5	Area of work is effectively cordoned-off / barricaded / illuminated.			
6	For taking-up / lowering down Scaffolding members / clamps / couplings etc. appropriate ropes / pulleys/ chains etc. have been arranged for use (not to throw any item) & the same have been verified as "fit for purpose".			
7	Items / members of scaffold, being lowered are removed from the area & stacked correctly.			
8	Ropes, chains, pulley blocks etc. being used for lifting or lowering scaffold items, are inspected by the Job Engineer & their certifications as well as physical conditions have been found O.K, before signing this PERMIT.			
9	Safety Net / Life-line / Fall Arresters etc. are arranged in position and Job Engineer has found working conditions favourable for activities to start.			
10	Scaffold erection or dismantling tasks are being supervised by Experienced Engineer / Competent person.			
11	Only competent & experienced people have been selected / engaged in Scaffolding erection, modification or dismantling tasks.			
12	Adequate & effective actions for traffic and movement of people around the cordoned-off area taken to avoid inadvertent incident			
13	Working platforms are protected with handrails & toe-boards.			
14	Access & Exit (for reach & escape) are safe for use by people.			
15	Tools, tackles to be used for above jobs are verified by job Engineers of Main contractor as genuinely good and tied-up at height (to prevent their fall).			
16	Site important Telephone Nos. are made known to everyone			
17	SOP (Safe Operating Procedure) for the specific task is made & followed too.			
18	Emergency vehicle has been arranged at work locations.			

- This permit for work shall be available at specific work location all the time.
- After completion of work, permit shall be returned to safety cell of main contractor, without fail.
- This Permit shall be issued maximum upto (Monday to Sunday).
- Additional Precautions, if any

-
• **ACCORD OF PERMISSION** (to be ticked) - YES () / NO ()

Inspected by
Contractor Engineer

Verification By
Contractor Safety Officer

FORMAT NO. : HSE-14 REV 0

(sheet 2 of 2)

Everyday Site working conditions & performance of workmen shall be assessed / checked by Contractor Site Engr. and Safety Officer shall verify the same.

	Name / Sign.	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Site Engr.								
Safety Off.								

FORMAT NO. : HSE-15 REV 0

PERMIT FOR HEAVY LIFT / CRITICAL ERECTION

Project : Sr. No. :
Name of the work : Date :
Name of contractor : Job No. :
Nature of activities : Duration: From.....To.....
Location of work : Name /Type of crane :
Equipment/Structure to be erected: Wt. of equipment/ structure to be erected :

SL. NO.	Description of Item	COMPLIANCE STATUS			Remarks
		Yes	No	Not applicable	
1	Is the crane type suitable for lift or as per erection procedure?				
2	Is the crane have the correct number of counterweights fitted?				
3	Availability of Load Certification of crane from authorized agency.				
4	Is the load chart of crane available in crane cabin/or with Crane operator?				
5	Is the device to check the Wind speed in crane is working? Is the safety features in crane are working?				
6	Availability of Load certification of slings and other accessories from authorized agency				
7	Availability of Licensee/certificate for crane operator from authorized agency.				
8	Availability of approved HIRAC for the subject activities.				
9	Availability of approved erection/rigging procedures.				
10	Availability of temporary gratings/ platforms for critical lifting(as applicable)				
11	Tool Box conducted before erection?				
12	Has the area been cordoned off?				
13	Are the authorized persons during erection are identified?				
14	Does each person identified for erection understand their roles and responsibilities?				
15	Is the ground on which crane will rest or outrigger support are correct?				
16	Is hard stand requirement (if any) complied?				
17	Is the communication system (viz. walkie talkies, etc. are working properly?				
18	If more than one crane is lifting the load, is an Intermediate rigger will supervise the lift?				
19	If there is other obstruction within the operating radius of the crane, have correct precautions been taken to prevent collision?				
20	All the persons are wearing the requisite PPE?				

Inspected & Issued by
Contractor Engineer/RCM

Verification By
Contractor Safety Officer

FORMAT NO. : HSE-16 REV 0

PERMIT FOR ENERGY ISOLATION & DE-ISOLATION

Project : Sr. No. :
Name of the work : Date :
Name of contractor : Job No. :

ENERGY ISOLATION PERMIT	
<ul style="list-style-type: none"> Clearance required from: Hrs Date To Hrs Date Name of equipment/ energy source etc. Nature of job to be done: Area: Location: 	
PERMIT VALIDATION I hereby authorize thepersonnel (performer) to isolate the above equipment/energy source from all sources of power and handover the equipment/energy source for maintenance/repair. Issuing authority Area –Incharge/RCM Signature: Date: Name:	PERFORMING AUTHORITY The work and precautions will be carried out under my overall responsibility.(Testing/execution engineer) Signature: Date: Name:
SAFETY PRECAUTIONS FOR CLEARANCE 1. Notify workers of intent to de- energize <input type="checkbox"/> 2. Obtain lock, tag or locking/tagging devices <input type="checkbox"/> 3. Shut down, de-energize, dissipate any residual energies. <input type="checkbox"/> 4. Apply lock ,tag and locking and/or tagging devices <input type="checkbox"/> 5. *Any other job specific precautions <input type="checkbox"/> 6. Verify effectiveness of lockout by attempting to restart. <input type="checkbox"/> 7. Proper PPE is ensured <input type="checkbox"/> I certify that the energy source mentioned above is isolated from all sources and is safe to start the work. Tag No: Lock No: Issuing authority Area –Incharge /RCM Signature: Date: Name: (*to be included by contractor in consultation with EIL/owner)	NORMALISING AFTER CLEARANCE 1. Notify workers of intent to re- energize <input type="checkbox"/> 2. Conduct visual inspection to confirm that the danger zone is clear of workers <input type="checkbox"/> 3. Conduct visual inspection to confirm that tools, equipment’s danger zone is clear of workers <input type="checkbox"/> 4. Reposition the safety devices (interlocks, valves, guards, covers, sensors, as applicable, etc.) <input type="checkbox"/> 5. *Any other job specific normalizing details <input type="checkbox"/> 6. Remove lock, tag and locking and/or tagging devices. <input type="checkbox"/> 7. Re-energize. <input type="checkbox"/> 8. Confirm system is operating properly & safely. I certify that the energy source mentioned above is isolated from all sources and is safe to start the work. Tag No: Lock No: Issuing authority Area –Incharge /RCM Signature: Date: Name: (*to be included by contractor in consultation with EIL/owner)
ENERGY DE-ISOLATION PERMIT	
PERMIT VALIDATION I hereby authorize thepersonnel (performer) to de- isolate the above equipment/energy source from all sources of power and handover the equipment/energy source for normal operation.. Issuing authority Area –Incharge/RCM Signature: Date: Name:	PERFORMING AUTHORITY I hereby certify that the equipment/energy source mentioned above has been de-isolated and is ready for normal operation. (Testing/execution engineer) Signature: Date: Name: Countersigned by Issuing authority

FORMAT NO. : HSE-17 REV 0

PERMIT FOR EXCAVATION

(depth 2m and above)

(Sheet 1 of 2)

Project : Sr. No. :
Name of the work : Date :
Name of contractor : Job No. :
Job Description : Location :
Size of excavation :

SL. NO.	Description of Item	COMPLIANCE STATUS			Remarks
		Yes	No	Not applicable	
1	Suitable and sufficient risk assessments and method statements has been carried to ensure that the work shall be undertaken in accordance with specification and standard.				
2	Are plans/details of underground services available and the same has been reviewed?				
3	Has survey done to locate the services/obstacles etc.				
4	Has the live services (electrical, water line, air line, telephone line, etc.) has been disabled for carrying out the job.				
5	Is adequate barriers/ fences to protect the excavation are in place?				
6	Is Adequate warning signs are in place?				
7	Is Assessment of ground conditions done and remedial action (if any) taken?				
8	Safe access / egress (e.g. ramp / steps / ladders etc.) provided for site workmen & supervisors.				
9	Is the excavation work being undertaken in proximity of structure, etc.? If Yes, it's effect is considered?				
10	Availability of competent person for supervising the excavation work?				
11	Adequate safe arrangement to prevent collapse of edges (e.g. shoring / strutting / benching / sloping etc.) made at site.				
12	Hard barricades (at least 1.0M away from edge & for excavation near site access roads) with warning signs/caution boards are provided				
13	Accumulation / passage-ways of water at periphery of excavation / trench stopped/ restricted.				
14	Is the equipment being used for excavation has been checked for adequacy and is in good working condition having all the safety features?				
15	Age & fitness of workmen ensured by medical test before engagement in job?				
16	Arrangement of Monitoring of possible oxygen deficiency or obnoxious gases done & action taken?				

PERMIT GRANTED - Yes / No

(List enclosed with name & gate pass numbers.)

Name & Signature of Site Engr.
Contractor (Initiator)

Name & Signature of Safety Officer
Contractor (Issuing authority)

FORMAT NO. : HSE-17 REV 0

PERMIT FOR EXCAVATION

(Sheet 2 of 2)

NOTES: -

1. Slopes or benches for excavation beyond 2.0M depth shall be designed & approved by Contractor's site head.
2. Excavated earth to be kept at least 1.5M away from edges.
3. Safety helmets, Safety shoes or gum-boots, gloves, goggles, Face shield, Safety Harness shall be essential PPEs.
4. Permit shall be made in **duplicate** and original shall be available at site of work.
5. Permit shall be issued for maximum **one week** only (Monday to Sunday).
6. After completion of works, permit shall be closed & preserved for record purpose.

GRANT OF PERMIT AND EXTENSIONS

Sl. No.	Validity period From ____ To ____	Working Time From ____ To ____	Initiator (site Engr. of Main Contractor)	Issuing authority (Safety Officer of Main Contractor)	Review by EIL / Owner (Remarks with date)
1.					
2.					
3.					
4.					
5.					
6.					
7.					

Additional safety instructions if any: -

- 1.
- 2.
- 3.

FORMAT NO. : HSE-18 REV 0 (Sheet 1of 2)

IDENTIFICATION OF ENVIRONMENTAL ASPECTS, IMPACT ASSESSMENT AND CONTROL MEASURES

S. No	Activity	Environmental Aspect	N/A/E	Environment Impact	Control Measures	Consequences						Risk Level	Significant	Gaps/ Recommendations
						A	B	C	D	E	F	G	Yes/No	

(Sheet 2 of 2)

INITIAL ENVIRONMENT REVIEW TECHNIQUE

Environmental Impacts	AP = Air Pollution	WP = Water Pollution	LC = Land Contamination	DNR = Depletion of Natural Resources	NP = Noise Pollution
------------------------------	--------------------	-------------------------	----------------------------	---	----------------------

Scale	Quantity (A)	Occurrence (B)	Severity of Impact (C)	Detection (D)	Control (E)	Legal and other requirements (F)
1	Negligible	Very Rare	Negligible visual impact	Immediately	Available & effective at place	In compliance or not applicable
2	Low	Once a month or less	Causes Discomfort or Nuisance	Within 1 hour	Has in-built Secondary control	
3	Moderate	Once a day	Resource Depletion	Within 8 hours	Needs human Intervention	
4	High	Several times a Day	Affects Aquatic Life, flora, fauna or global issue	Within 24 hours	Mechanism in place but not reliable	
5	Excessive	Continuous	Human health effect	More than 24 hours	Absent or no effective control	Not in compliance

Risk Level - G : A x B x C x D x E x FAspects with score of **100 and above** are considered as significant.Also, Irrespective of the score, all legal noncompliance's to be considered as significant

Condition	
N	NORMAL
A	ABNORMAL
E	EMERGENCY

FORMAT NO. : HSE-19 REV 0 HIRAC

RISK IDENTIFICATION						DESIRED CONTROLS & EXISTING GAPS, IF ANY		RISK ASSESSMENT				RECOMENDED CONTROL ACTIONs TO REDUCE THE RISK LEVEL	ACTION BY	REMARKS
S. No.	Activity	Activity type (R/NR)	Hazards	Condition (N/AN/E)	Associate d Risk	Desired Control Measures	Gaps If Any	Probabil ity (P)	Impact (I)	Risk R= P*I	Risk Classifi cation			

Likelihood – Possibility of occurrence of risks based on present gaps (technological / operational / competence / measurement and monitoring);

UL: Unlikely, **L:** Likely, **VL:** Very Likely, **FR:** Frequent, **C:** Continuous

Impact –

SI: Slight Injury, **MI:** Minor Injury, **MJ:** Major Injury, **SF:** Single Fatality, **MF:** Multiple Fatalities

Level of consequence – Refer Guidance criteria for this i.e. possible degree of damage;

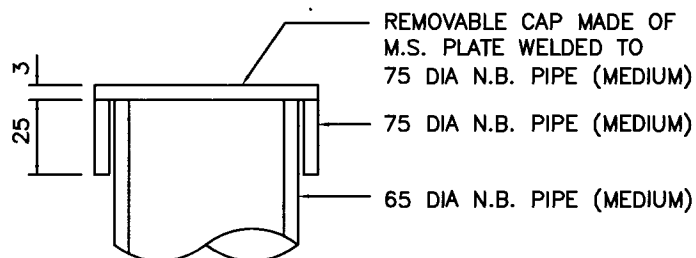
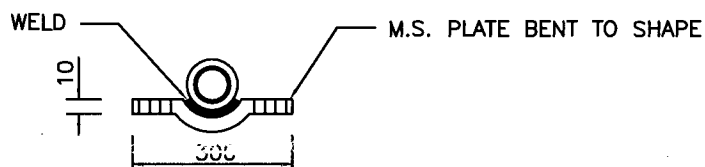
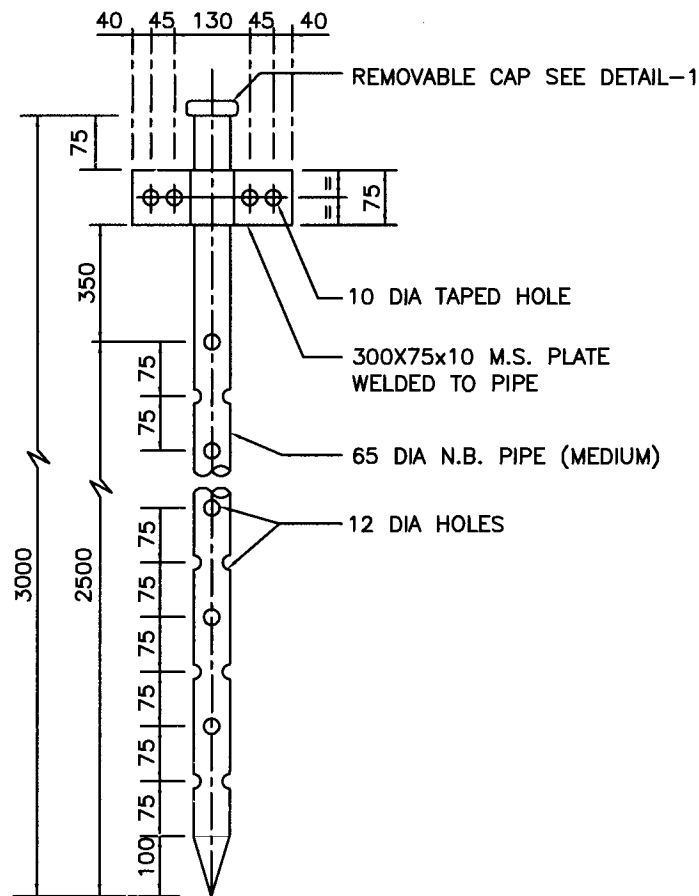
Condition- N: Normal, **AN:** Abnormal, **E:** Emergency

Activity Type: R- Routine, **NR-** Non Routine

RISK –

L: Low Risk, **M:** Moderate Risk, **H:** High Risk

Typical drawing for earth electrode, test pit & earthing plate-7-51-0101

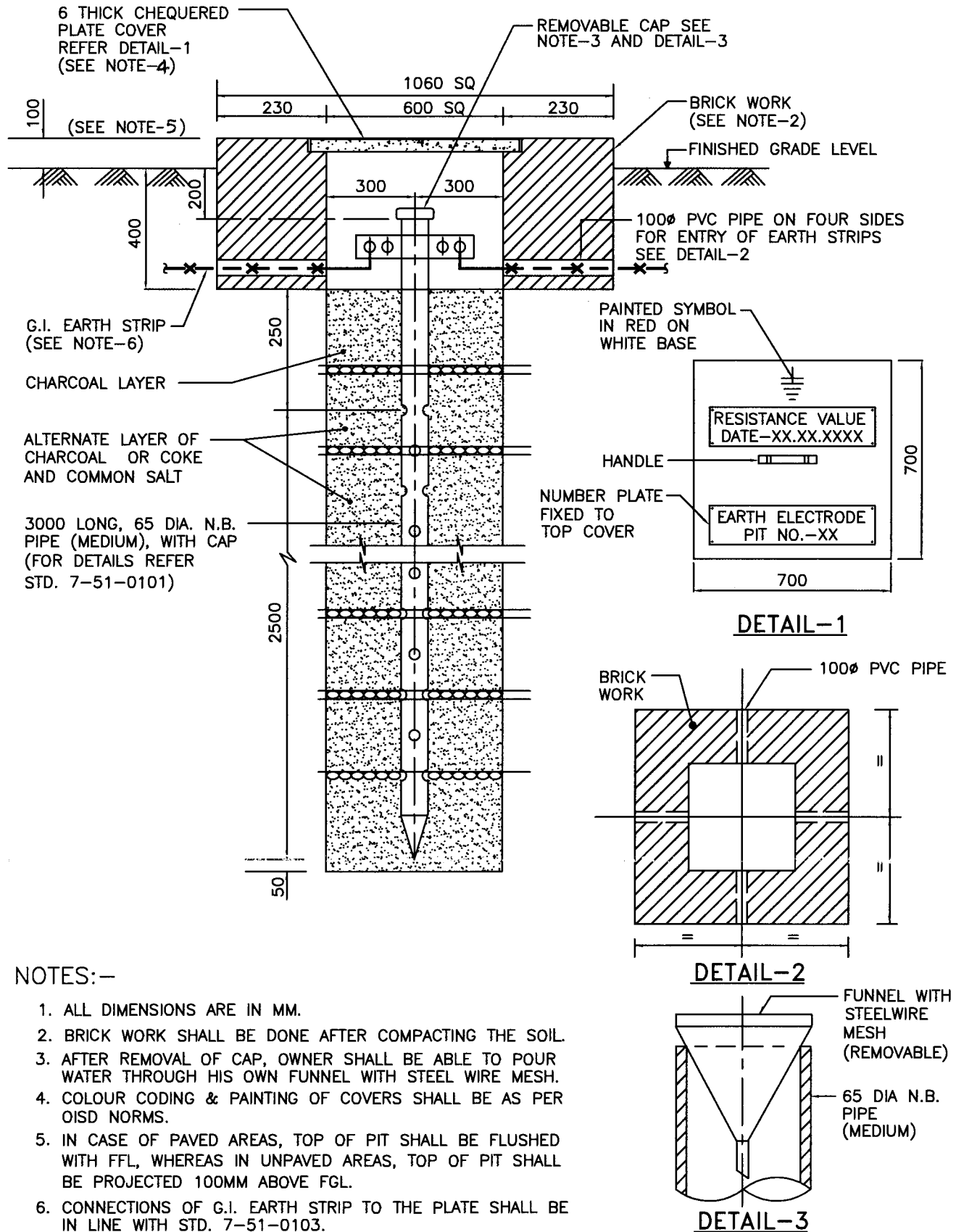


DETAIL-1

NOTE:-

1. THE PIPE ASSEMBLY SHALL BE HOT DIP GALVANISED AFTER FABRICATION.

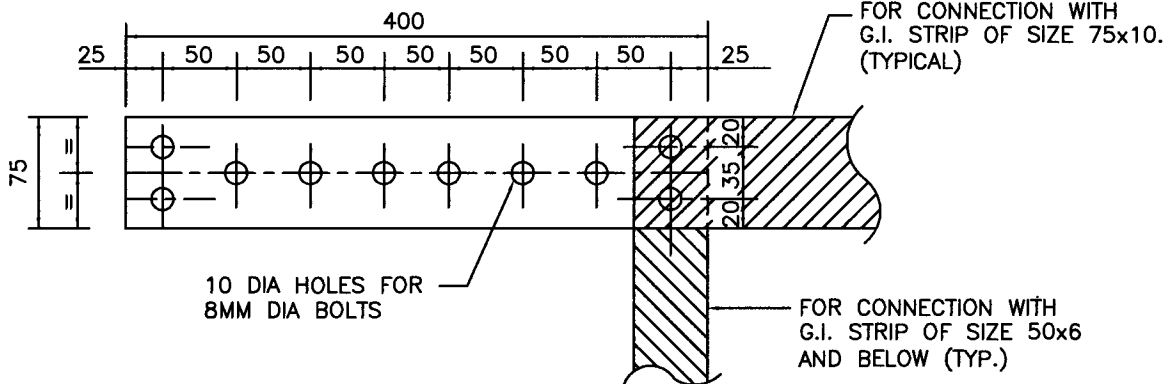
5	08.11.16	UPDATED & ISSUED AS STANDARD	BP	FA/HK	BRB	RN
4	27.06.11	REAFFIRMED & ISSUED	BP	RKS/RSC	UAP	DM
Rev. No.	Date	Purpose	Prepared by	Checked by	Stds. Committee Convenor	Stds. Bureau Chairman



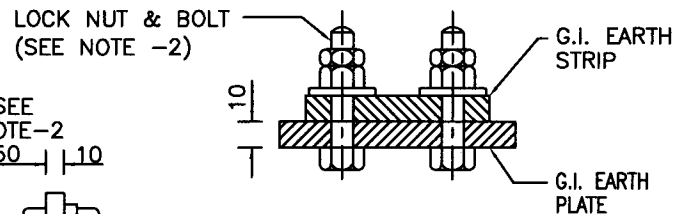
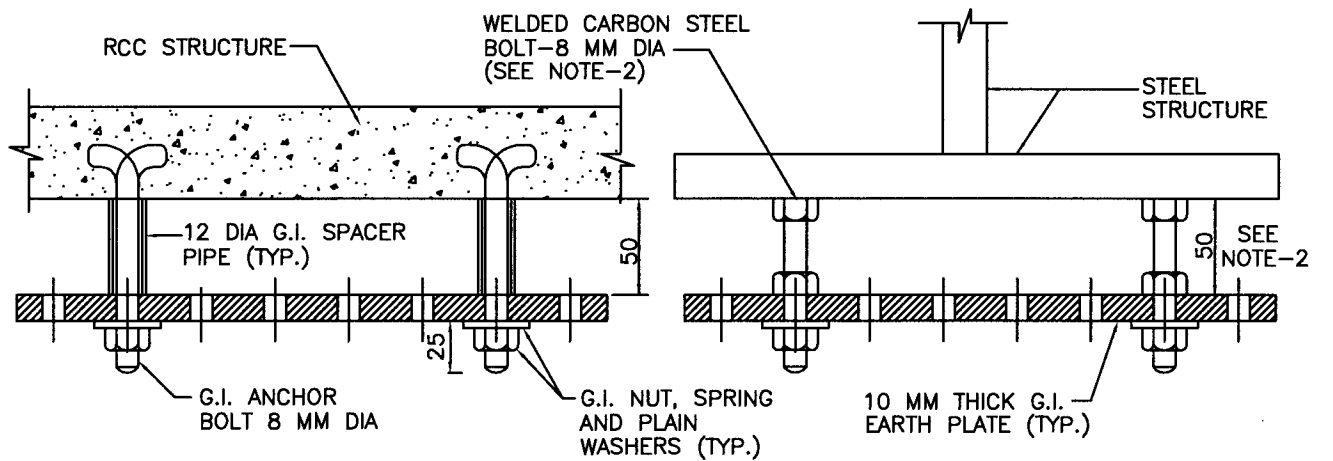
NOTES:-

1. ALL DIMENSIONS ARE IN MM.
2. BRICK WORK SHALL BE DONE AFTER COMPACTING THE SOIL.
3. AFTER REMOVAL OF CAP, OWNER SHALL BE ABLE TO POUR WATER THROUGH HIS OWN FUNNEL WITH STEEL WIRE MESH.
4. COLOUR CODING & PAINTING OF COVERS SHALL BE AS PER OISD NORMS.
5. IN CASE OF PAVED AREAS, TOP OF PIT SHALL BE FLUSHED WITH FFL, WHEREAS IN UNPAVED AREAS, TOP OF PIT SHALL BE PROJECTED 100MM ABOVE FGL.
6. CONNECTIONS OF G.I. EARTH STRIP TO THE PLATE SHALL BE IN LINE WITH STD. 7-51-0103.

6	08.11.16	UPDATED & ISSUED AS STANDARD	BP	FA/HK	BRB	RN
5	27.06.11	REAFFIRMED & ISSUED	BP	RKS/RSC	UAP	DM
Rev. No.	Date	Purpose	Prepared by	Checked by	Stds. Committee Convenor	Stds. Bureau Chairman
Approved by						



G.I. EARTH PLATE



**TYPICAL FIXING DETAIL
OF G.I. EARTH STRIP
TO EARTH PLATE**

NOTES:-

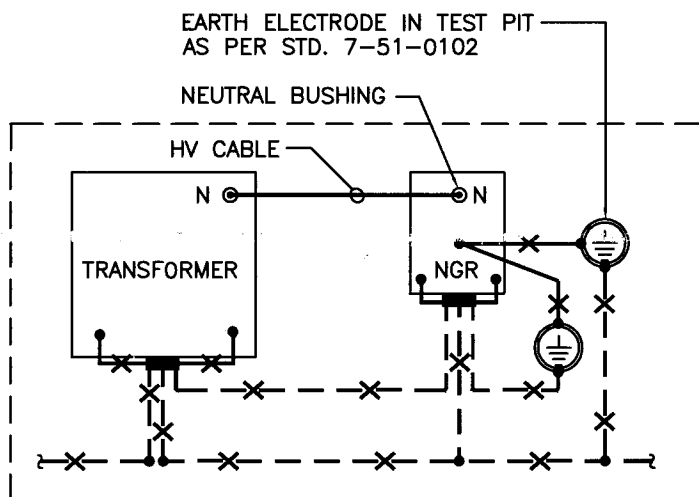
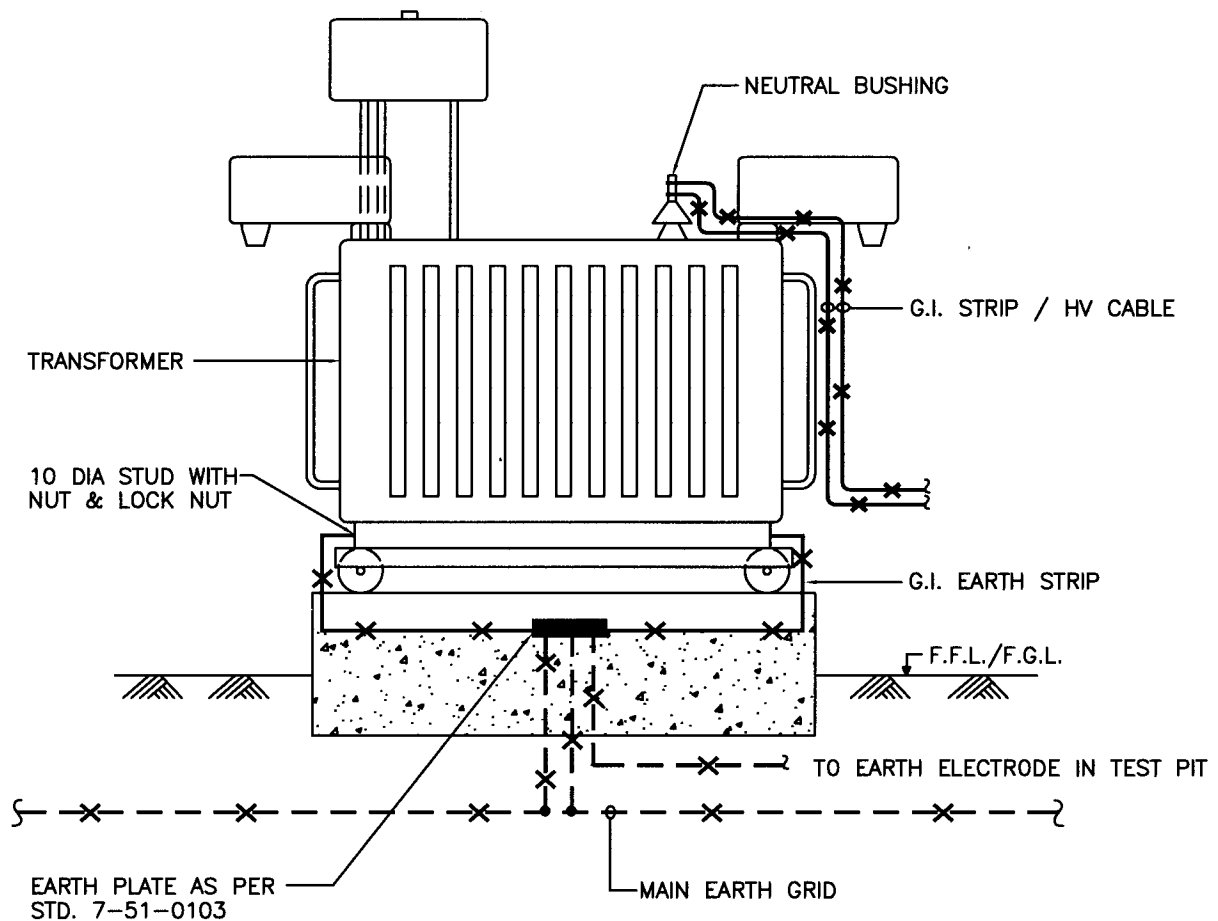
1. ALL DIMENSIONS ARE IN MM.
2. WHERE FIRE PROOFING OF STEEL STRUCTURES ARE ENCOUNTERED LENGTH OF CARBON STEEL BOLTS SHALL BE SUITABLY INCREASED FOR FIXING OF EARTH PLATE.
3. ALL CONNECTIONS WITH EARTH PLATE SHALL BE MADE WITH 8MM DIA. G.I. BOLT, NUT, SPRING AND PLAIN WASHERS.
4. CRIMP TYPE CABLE LUGS SHALL BE USED FOR CONNECTION WITH G.I. WIRE ROPE.

**TYPICAL INSTALLATION
OF EARTH PLATE ON
R.C.C. STRUCTURES**

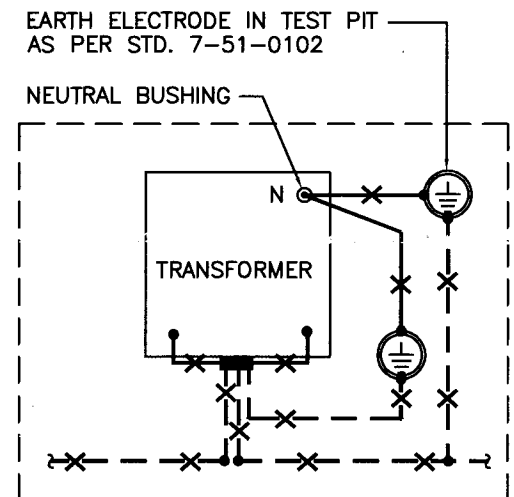
**TYPICAL INSTALLATION
OF EARTH PLATE ON
STEEL STRUCTURES**

6	08.11.16	UPDATED & ISSUED AS STANDARD	BP	FA/HK	BRB	RN
5	27.06.11	REAFFIRMED & ISSUED	BP	RKS/RSC	UAP	DM
Rev. No.	Date	Purpose	Prepared by	Checked by	Stds. Committee Convenor	Stds. Bureau Chairman

Typical drawing for transformer earthing-7-51-0105



LINE DIAGRAM
NEUTRAL EARTHING THROUGH NGR

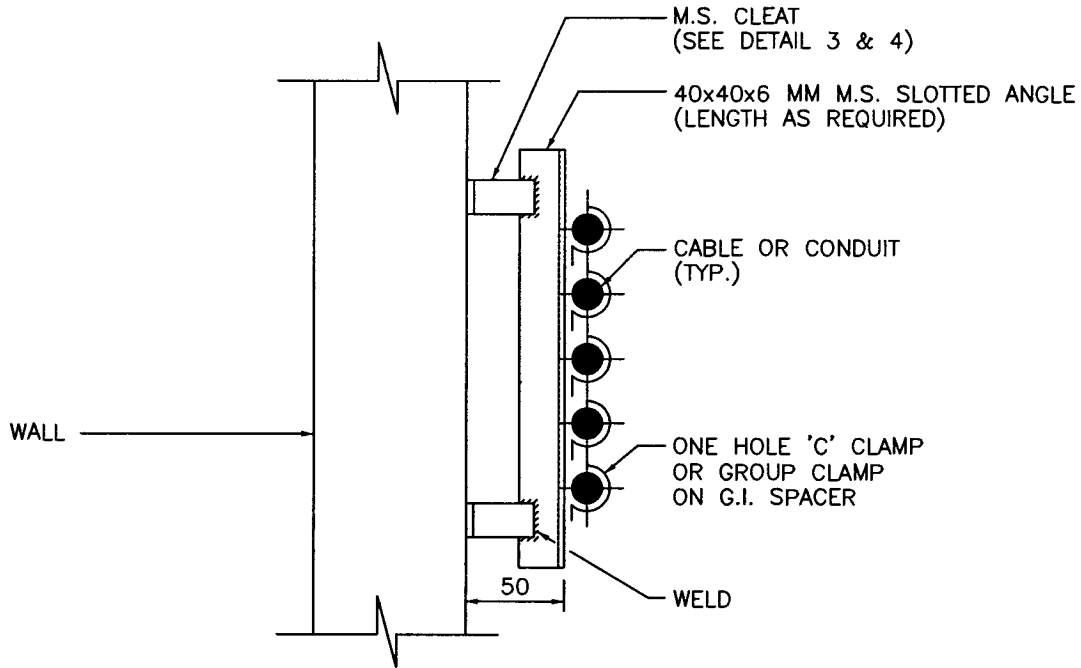


LINE DIAGRAM
SOLID NEUTRAL EARTHING

NOTES:—

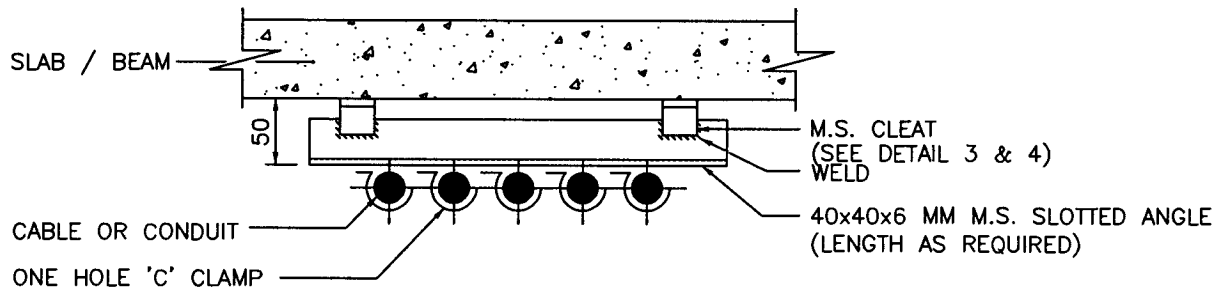
1. EARTH ELECTRODE IN TEST PITS SHALL BE SO LOCATED THAT DISTANCE BETWEEN TWO PITS SHALL BE MINIMUM 6 METER.

6	08.11.16	REAFFIRMED & ISSUED	BP	FA/HK	BRB	RN
5	27.06.11	REAFFIRMED & ISSUED	BP	RKS/RSC	UAP	DM
Rev. No.	Date	Purpose	Prepared by	Checked by	Stds. Committee Convenor	Stds. Bureau Chairman
Approved by						



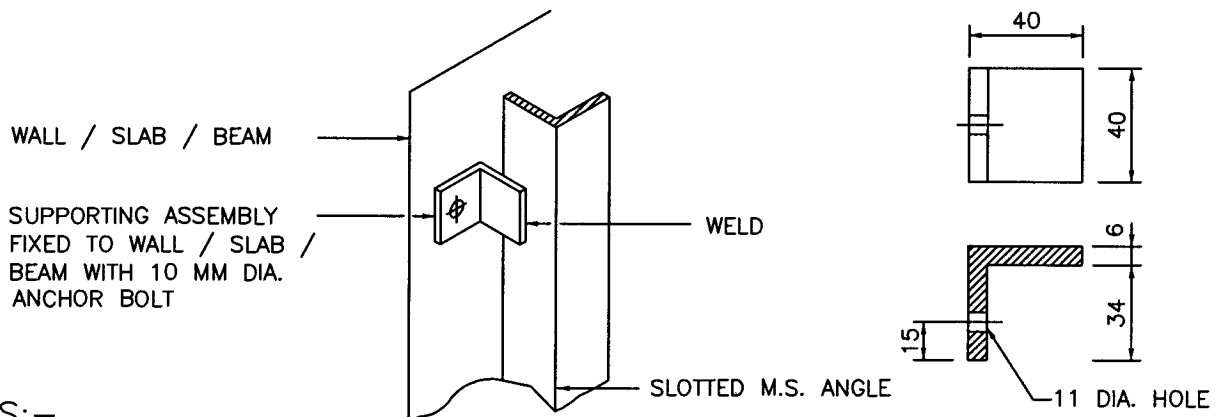
DETAIL-1

SUPPORT ON WALL



DETAIL-2

SUPPORT ON SLAB / BEAM



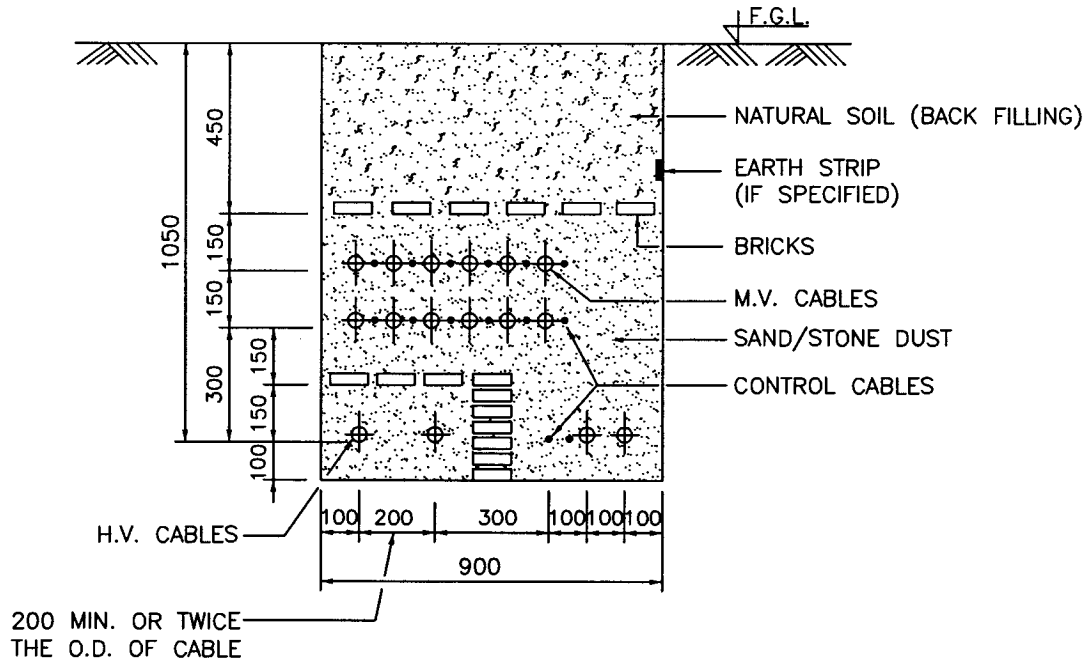
DETAIL-3

DETAIL-4
M.S. CLEAT

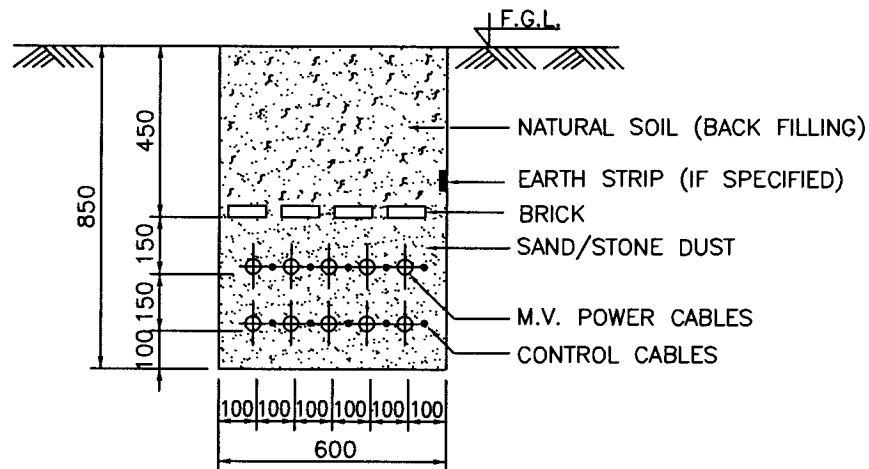
NOTES:-

1. ALL DIMENSIONS ARE IN MM.

4	21.11.13	REAFFIRMED & ISSUED AS STANDARD	BP	FA/SA	UAP/JMS	SC
3	15.12.08	REAFFIRMED & ISSUED AS STANDARD	BP	RKS/NS	JMS	VC
Rev. No.	Date	Purpose	Prepared by	Checked by	Stds. Committee Convenor	Stds. Bureau Chairman
Approved by						



TYPICAL SECTION WITH H.V. AND M.V. CABLES

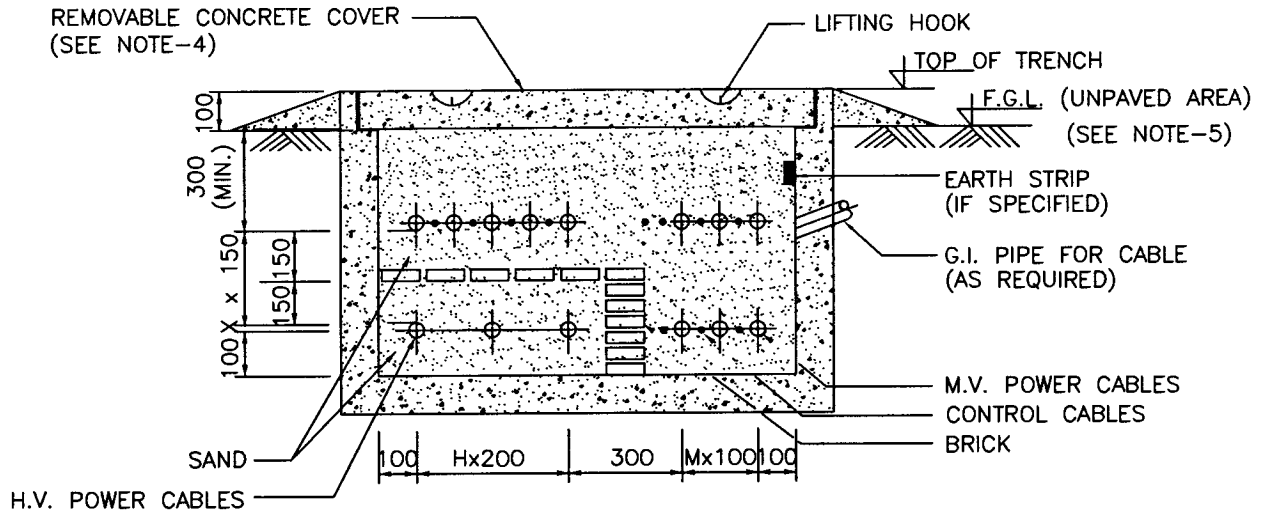


TYPICAL SECTION WITH M.V. CABLES

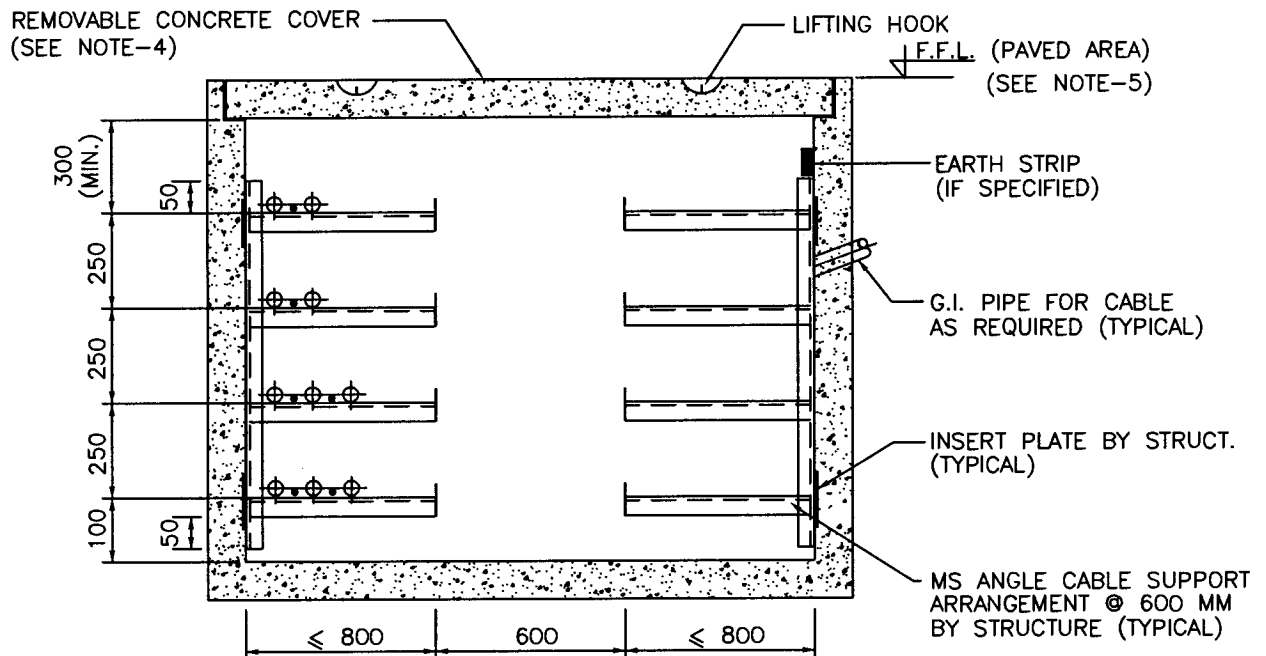
NOTES:—

1. ALL DIMENSIONS ARE IN MM.
2. LEAVE SPACE FOR LATER ADDITION OF AT LEAST 2 CABLES OR 15% AVERAGE SPARE SPACE FOR FUTURE EXPANSION.
3. IF FIRE ALARM AND COMMUNICATION CABLES ARE LAID IN THE SAME TRENCH A CLEARANCE OF 300 MM (MIN.) FROM ELECTRIC POWER CABLES SHALL BE PROVIDED.

4	21.11.13	REVISED & REISSUED AS STANDARD	BP	FA/SA	UAP/JMS	SC
3	15.12.08	REAFFIRMED & ISSUED AS STANDARD	BP	RKS/NS	JMS	VC
Rev. No.	Date	Purpose	Prepared by	Checked by	Stds. Committee Convenor	Stds. Bureau Chairman
Approved by						
Format No. 8-00-0001-F4 Rev.0						
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RCC CABLE TRENCH WITHOUT RACKS



RCC CABLE TRENCH WITH RACKS

NOTES:—

1. ALL DIMENSIONS ARE IN MM.
2. WIDTH OF RACKS ON ONE SIDE OR BOTH SIDES SHALL BE DECIDED AS PER JOB REQUIREMENT.
3. THE EXACT HEIGHT OF OPENING IN TRENCH WALL FOR G.I. PIPE FOR TAKING CABLE SHALL BE SUITABLY DECIDED AT SITE.
4. THE REMOVABLE CONCRETE COVERS SHALL BE SEALED WITH MASTIC ASPHALT FILLER / BITUMEN TO PREVENT INGRESS OF WATER / HYDROCARBONS IN CABLE TRENCH.
5. TOP OF THE TRENCH SHALL BE 100 MM ABOVE FINISHED GRADE LEVEL (F.G.L.) IN CASE OF UNPAVED AREAS AND SHALL BE FLUSHED WITH FINISHED FLOOR LEVEL (F.F.L.) IN CASE OF PAVED AREAS.
6. MINIMUM GAP OF 250MM SHALL BE PROVIDED BETWEEN FA / COMMUNICATION / TELEPHONE CABLES AND ALL OTHER POWER / CONTROL CABLES.

5	21.11.13	REVISED & REISSUED AS STANDARD	BP	FA/SA	UAP/JMS	SC
4	15.12.08	REVISED & ISSUED AS STANDARD	BP	RKS/NS	JMS	VC
Rev. No.	Date	Purpose	by	Checked by	Stds. Committee Convenor	Stds. Bureau Chairman
					Approved by	