



OPERATIONAL CONTROL PROCEDURE

Doc. No.: HSEOCP:17

Rev. No.: 00

Rev. Date: 10/01/2018

OCP No. : 17

ILLUMINATION

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Purpose	To ensure adequate lighting at work places during working.	Scope	ISG
Responsibility	Concerned HOD/ Head/SOX		
Performance criteria	Exception points at management reviews		
Cross reference	OHSAS : 18001		

PPEs and Precautions

	All PPEs & Precautions used in Electrical Safety OCP (HSEOCP:02)				
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Procedures and Controls

S. No.	Activity	Responsibility																																													
1.	Provide adequate illumination at all work places and their approach passages/corridors. Refer recommended values of illumination for different locations	HOD(HRM) / Site Incharge																																													
2.	Ensure that artificial lighting do not cause excessive glare or disturbing shadows	HOD(HRM) / Site Incharge																																													
3.	Provide suitable guards for the lamps where necessary to prevent danger, if lamp breaks	HOD(HRM) / Site Incharge																																													
4.	Use 24volt supply for hand-held lamps, especially in confined spaces. Lamp guards are necessary for hand-held lamps	HOD(HRM) / Site Incharge																																													
5.	Provide emergency lighting to minimize danger in case of power failure	HOD(HRM) / Site Incharge																																													
6.	Recommended values of illumination <table><thead><tr><th>S. No.</th><th>Location</th><th>Illumination (Lux)</th></tr></thead><tbody><tr><td colspan="3">A. Construction Area</td></tr><tr><td>1.</td><td>Outdoor areas like store yards, entrance and exit roads</td><td>20</td></tr><tr><td>2.</td><td>Platforms</td><td>50</td></tr><tr><td>3.</td><td>Entrances, corridors and stairs</td><td>100</td></tr><tr><td>4.</td><td>General illumination of work area</td><td>150</td></tr><tr><td>5.</td><td>Rough work like fabrication, assembly of major items</td><td>150</td></tr><tr><td>6.</td><td>Medium work like assembly of small machined parts rough measurements etc.</td><td>300</td></tr><tr><td>7.</td><td>Fine work like precision assembly, precision measurements etc.</td><td>700</td></tr><tr><td>8.</td><td>Sheet metal works</td><td>200</td></tr><tr><td>9.</td><td>Electrical and instrument labs</td><td>450</td></tr><tr><td colspan="3">B. Office</td></tr><tr><td>1.</td><td>Outdoor area like entrance and exit roads</td><td>20</td></tr><tr><td>2.</td><td>Entrance halls</td><td>150</td></tr><tr><td>3.</td><td>Corridors and lift cars</td><td>70</td></tr></tbody></table>	S. No.	Location	Illumination (Lux)	A. Construction Area			1.	Outdoor areas like store yards, entrance and exit roads	20	2.	Platforms	50	3.	Entrances, corridors and stairs	100	4.	General illumination of work area	150	5.	Rough work like fabrication, assembly of major items	150	6.	Medium work like assembly of small machined parts rough measurements etc.	300	7.	Fine work like precision assembly, precision measurements etc.	700	8.	Sheet metal works	200	9.	Electrical and instrument labs	450	B. Office			1.	Outdoor area like entrance and exit roads	20	2.	Entrance halls	150	3.	Corridors and lift cars	70	HOD(HRM) / Site Incharge
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4. Lift landing	150	
5. Stairs	100	
6. Office rooms, conference rooms, library reading tables	300	
7. Drawing table	450	
8. Manual telephone exchange	200	

Site Safety department to ensure adequate illumination at work place as per this OCP.

In addition, relevant records pertaining to actions taken to be prepared and kept.

Records:

Record Title	Record No.	Location	Responsibility	Retention Period

Verification, Corrective and Preventive Action:

HOD / Site In-charge shall ensure effective implementation of the above procedure. In case of any deviation, shall take suitable corrective and preventive action.

Revision History

Revision Date	Revision No.	Old Text	New Text	Reason	Revised by (with sign)



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