



Title: Preventive Maintenance of GMP Model Mobile Bin Lifter

SOP No.:		Revision No.:	00
Effective Date:		Supersedes No.	Nil
Review Date:		Page No.	1 of 3

1.0 OBJECTIVE

1.1 To describe a procedure for the preventive maintenance of GMP model mobile bin lifter.

2.0 SCOPE

2.1 This procedure applies to the Engineering department.

3.0 RESPONSIBILITY

3.1 Engineering

4.0 ACCOUNTABILITY

4.1 Plant Head

5.0 REFERENCE (S)

5.1 In-house.

6.0 PROCEDURE

6.1 Procedure for mechanical work:

- 6.1.1 Switch off the power supply to the machine and put “under maintenance” label.
- 6.1.2 Check engine oil level. If level is less than half, make up with Servo 90 oil.
- 6.1.3 Check for any oil leakages, if found replace the oil seal.
- 6.1.4 Check for movement of the wheels.
- 6.1.5 Lubricate the wheels.

6.2 Procedure for electrical work:

- 6.2.1 Check the electrical connections.
- 6.2.2 Clean the contactor and tighten the wire connection.
- 6.2.3 Check the NO/NC element of UP/DOWN movement.
- 6.2.4 Check the operation of motor.
- 6.2.5 Check & record the observations as per Annexure-I.

6.3 Procedure for handover of the machines.

- 6.3.1 Remove under maintenance label & affix “Preventive maintenance label” and inform the concerned department.

6.4 Frequency of preventive maintenance is monthly.

7.0 HISTORY

7.1 Details are given below.

SOP No.	REASON FOR CHANGE	EFFECTIVE DATE



PHARMA DEVILS

ENGINEERING DEPARTMENT

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8.0 ABBREVIATIONS: The abbreviations used in the SOP are as follows:

- 8.1 SOP - Standard Operating Procedure
- 8.2 No. - Number
- 8.3 QA - Quality Assurance



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ANNEXURE-I

PREVENTIVE MAINTENANCE CHECK LIST FOR GMP MODEL MOBILE BIN LIFTER

Equipment ID No. _____

Date: _____

S.No.	Particulars	Done/Not Done	Remarks
1	Check engine oil level.		
2	Check for movement of the wheels		
3	Clean the contactor and tighten the wire connection.		
4	Check the NO/NC element of UP/DOWN movement.		
5	Others		

Done by
(Sign & date)

Checked by
(Sign & date)