



Title: Preventive Maintenance of Strapping Machine

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|------------------------|--|-----------------------|--------|
| 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 strapping machine model-MSTE.

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 the roller arm assembly.

6.1.3 Check the spring tension.

6.1.4 Check the height-adjusting knob.

6.1.5 Do the required greasing.

6.2 Procedure for electrical work:

6.2.1 Check and tight all the electrical connections.

6.2.2 Check the earthing connections.

6.2.3 Check the heater assembly.

6.2.4 Check the regulator of heater.

6.3 Procedure for trial run:

6.3.1 Switch on the main power supply.

6.3.2 Start the machine as per the SOP.

6.3.3 Check & record the observations as per Annexure-I.

6.3.4 Remove under maintenance label & affix "preventive maintenance" status 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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| Effective Date: | | Supersedes No. | Nil |
| Review Date: | | Page No. | 2 of 3 |

8.0 ABBREVIATIONS: The abbreviations used in the SOP are:

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



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| Review Date: | | Page No. | 3 of 3 |

**ANNEXURE-I
PREVENTIVE MAINTENANCE CHECK LIST FOR STRAPPING MACHINE**

Equipment ID No. _____

Date: _____

| S.No. | Particulars | Done/Not Done | Remarks |
|-------|-----------------------------------|---------------|---------|
| 1 | Check gear assembly. | | |
| 2 | Check alignment for rollers. | | |
| 3 | Check all electrical connections. | | |
| 4 | Check the height adjustment knob. | | |
| 5 | Check the various springs. | | |
| 6 | Check the heater arrangement | | |

Done by
(Sign & date)

Checked by
(Sign & date)