



Title: Preventive Maintenance of Strip Packing Machine

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 strip packing machine.

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 machine and put the “under maintenance” label.
- 6.1.2 Check gearbox oil level and if it is less than the red mark then top up by using the Servo 90 oil.
- 6.1.3 Check belt tension & pulley locking.
- 6.1.4 Check cutter assembly spring tension & cam bearing and grease.

6.2 Procedure for electrical work:

- 6.2.1 Clean the panel by using the blower and tight all the loose wires.
- 6.2.2 Check electrical connections of sealing heater and brass brushes and if required polish them to maintain the profile.
- 6.2.3 Check the operation of switches and controllers.

6.3 Procedure for the trial run:

- 6.3.1 Switch on the power supply.
- 6.3.2 Switch on the compressed air supply.
- 6.3.3 Set the temperature parameters for the machine.
- 6.3.4 Switch the machine on & start it by pressing the ‘START’ button.
- 6.3.5 Check ampere taken by each phase.
- 6.3.6 Check & record the observations as per Annexure-1.

6.4 Procedure of handover the machines:

- 6.4.1 Switch off the supply.
- 6.4.2 Close the compressed air connection.
- 6.4.3 Remove “under maintenance” label & affix the preventive maintenance status tag and inform the concerned department.

6.5 Frequency of preventive maintenance is monthly.

7.0 HISTORY



Title: Preventive Maintenance of Strip Packing Machine

SOP No.:		Revision No.:	00
Effective Date:		Supersedes No.	Nil
Review Date:		Page No.	2 of 3

7.1 Details are given below.

SOP No.	REASON FOR CHANGE	EFFECTIVE DATE

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



PHARMA DEVILS

ENGINEERING DEPARTMENT

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

ANNEXURE-I

PREVENTIVE MAINTENANCE CHECK LIST FOR STRIP PACKING MACHINE.

Equipment ID No. _____

Date: _____

S.No.	Particulars	Done/Not Done	Remarks
1	Checking of punching tool alignment.		
2	Checking of all movable parts and lubricate them.		
3	Check & change gear alignment.		
4	Check solenoid valves.		
5	Check the tuning of the machines.		
6	Check the servomotor.		
7	Check air filter regulators.		

Done by
(Sign & date)

Checked by
(Sign & date)