



Title: Operation of Pretreatment Plant

SOP No.:		Revision No.:	00
Effective Date:		Supersedes No.	Nil
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1.0 OBJECTIVE:

To lay down the procedure for the Operation of Pretreatment Plant.

2.0 SCOPE:

This SOP is applicable for Operation of Pretreatment plant at

3.0 RESPONSIBILITY:

Officer / Executive - Engineering

4.0 ACCOUNTABILITY:

Head – Engineering

5.0 DEFINITION:

Not Applicable

6.0 PROCEDURE:

6.1 Checks before Starting

- 6.1.1 Check the Raw water tank I & II level, it should be full.
- 6.1.2 Open the raw water line valve.
- 6.1.3 Start the MGF filter auto mode by MMI.
- 6.1.4 MGF Raw water flow top to bottom of filter mode.
- 6.1.5 MGF raw water flow bottom to top of back wash mode.

6.2 Starting

6.2.1 Charging of softener

- 6.2.1.1 Set the valve in rinse position at auto mode.
- 6.2.1.2 Prepare the solution of 800 Litres soft water mixed with 200 kg NaCl.
- 6.2.1.3 Slow rinse for 10 minutes and Fast rinse for 20 minutes.
- 6.2.1.4 Check the hardness. It should less than 05 ppm.

6.3 UF Filtration

- 6.3.1 Start by Push button.



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6.4 Stopping

6.4.1 Switch OFF Auto stop by MMI.

6.4.2 Closed the raw water valve.

7.0 ABBREVIATIONS:

SOP Standard Operating Procedure

No. Number

Ltd. Limited

kg Kilogram

cm Centimeter

MMI Man Machine Interface

8.0 ANNEXURES:

ANNEXURE No.	TITLE OF ANNEXURE	FORMAT No.
Annexure-I	Operation & Cleaning Record Of Pretreatment Plant	

9.0 DISTRIBUTION:

- Master Copy Quality Assurance Department
- Controlled Copy No. 1 Head Engineering

10.0 REFERENCES:

Not Applicable

11.0 REVISION HISTORY:

Revision No.	Change Control No.	Details of Changes	Reason of Changes	Effective Date	Done By
00	Not Applicable	Not Applicable	New SOP		

