



**Title:** Recording of Water Consumption Data

<b>SOP No.:</b>		<b>Revision No.:</b>	00
<b>Effective Date:</b>		<b>Supersedes</b>	Nil
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**1.0 OBJECTIVE:**

To lay down a procedure for Recording of Water Consumption Data.

**2.0 SCOPE:**

This SOP is applicable for Recording of Water Consumption Data in Water Treatment Plant.

**RESPONSIBILITY:**

Officer / Executive-Engineering

**3.0 ACCOUNTABILITY:**

Head-Engineering

**4.0 DEFINATION:**

**WATER:** Water a colourless, transparent, odourless, liquid which forms the seas, lakes, rivers, and rain and is the basis of the fluids of living organisms.

**5.0 PROCEDURE:**

**5.1 Method of Data Recording for Raw Water Consumption.**

**5.1.1** Observe the reading from water meter which is installed in bore well line, one hour before handover the shift.

**5.1.2** Note down the reading in opening reading column of consumption record as maintained in **Annexure-I**, Titled “**Daily Raw Water Consumption Record**”.

**5.1.3** Then observe the reading again from water meter one hour before at the end of shift.

**5.1.4** Note down the reading in closing reading column of consumption record as maintained in **Annexure-I**, Titled “**Daily Raw Water Consumption Record**”.

**5.1.5** Deduct value of opening reading from closing reading and note down the consumption column.

**5.1.6** For next shift continued by closing reading will comes in opening reading column.

**5.1.7** Repeat the steps 6.1.4, 6.1.5and 6.1.5 shift wise.

**5.2 Method of Data Recording for Water Consumption.**

**5.2.1** Observe the reading from water meter which is installed inside the pre treatment plant raw water line, one hour before handover the shift.





# PHARMA DEVILS

ENGINEERING DEPARTMENT

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## 9.0 REFERENCES:

Not Applicable

## 10.0 REVISION HISTORY:

Revision No.	Change Control No.	Details of Changes	Reason of Changes	Effective Date	Done By



