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SHAKAMBHARI ISPAT & POWER LTD.

(Formerly known as Ess Dee Aluminium Ltd.)

STANDARD OPERATING PROCEDURE

Title: Uses of Dead Weight and Standard Weight Box			Page No. 1 of 2
SOP No.	Version No.	Effective Date	Next review date
SIPL/QCI/008	00	06.07.2026	05.07.2028

1.0 PURPOSE

- 1.1 To define a procedure for the use of dead weight for daily calibration of the weighing balance.

2.0 SCOPE

- 2.1 This SOP applies to the Quality Control, Store, and Production Departments.

3.0 REFERENCE(S) & ATTACHMENTS

3.1 References:

- 3.1.1 In-house.

3.2 Attachments:

- 3.2.1 Attachment-I: Daily Verification of Weighing Balance – SIPL/QCI/008/F01/00.

4.0 RESPONSIBILITY

4.1 QC Department Head:

- 4.1.1 To prepare the SOP.
4.1.2 To confirm the content, correctness, and detailing of the SOP.

4.2 QA Head:

- 4.2.1 To approve the new or revised SOP.
4.2.2 To ensure implementation of the defined system.

5.0 DISTRIBUTION

- 5.1 Quality Control.
5.2 Store.
5.3 Production Department.

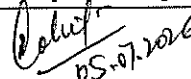
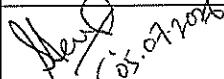
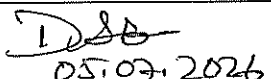
6.0 DEFINITION(S) & ABBREVIATION(S)

6.1 Definitions:

- 6.1.1 Dead Weight: a pre-calibrated and Government-approved weight for daily calibration and verification of the weighing balance.

6.2 Abbreviations:

- 6.2.1 Nil.

Prepared By:	Checked By:	Approved By:
 05.07.2026	 05.07.2026	 05.07.2026

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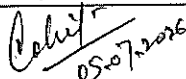
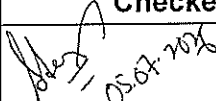
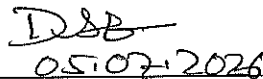
 SHAKAMBHARI GROUP # SteelWithin	SHAKAMBHARI ISPAT & POWER LTD. (Formerly known as Ess Dee Aluminium Ltd.)		
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7.0 PROCEDURE

- 7.1 Before starting the use of the dead weight, ensure it is properly cleaned and taken from the specified place.
- 7.2 Switch on the balance and wait till the startup process is complete.
- 7.3 Start the daily verification process.
 - 7.3.1 Place the dead weight (from the minimum to the maximum range) at the center of the pan (C1). Check the value; it should be within the acceptable range.
 - 7.3.2 Then place the same weight on the edges of the pan and check that the value falls within the acceptable range. Repeat the process at four different edge positions, i.e. C2, C3, C4, and C5.
 - 7.3.3 Record the observation in the specified format.
- 7.4 Once verification is OK, start using the balance for materials. Ensure zero before placing weight on it; if it is not showing zero, press the zero button to make the reading zero.
- 7.5 After use of the dead weight, place it back in the specified place.

8.0 REVISION HISTORY

Revision No.	00	Effective Date	06.07, 2026	CC No.	NA
Details of revision: New SOP					

Prepared By:	Checked By:	Approved By:
 05.07.2026	 05.07.2026	 05.07.2026