

MASTER COPY

For Restricted Circulation only

 SHAKAMBHARI GROUP # SteelWithin	SHAKAMBHARI ISPAT & POWER LTD. (Formerly known as Ess Dee Aluminium Ltd.)		
STANDARD OPERATING PROCEDURE			
Title: Allotment of Equipment / Instrument ID			Page No. 1 of 2
SOP No.	Version No.	Effective Date	Next review date
SIPL/QAS/012	00	07.07.2026	06.07.2028

1.0 PURPOSE

- 1.1 To define a procedure for allotment of ID to any Equipment and Instrument.

2.0 SCOPE

- 2.1 This SOP applies to any Process Equipment, Quality Instrument, Safety and General Equipment / Instrument.

3.0 REFERENCE(S) & ATTACHMENTS

3.1 References

- 3.1.1 In-house

3.2 Attachments: Nil

4.0 RESPONSIBILITY:

4.1 QA Department Person

- 4.1.1 To assign and keep the list of all IDs assigned.

4.2 QA Head

- 4.2.1 To approve and review the display of all IDs assigned.

5.0 DISTRIBUTION

- 5.1 Quality Control
5.2 Production
5.3 Engineering

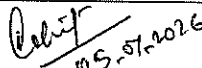
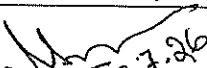
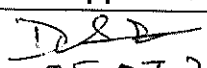
6.0 DEFINITION(S) & ABBREVIATION(S)

6.1 Definitions

- 6.1.1 Nil

6.2 Abbreviations

- 6.2.1 Nil

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

MASTER COPY

For Restricted Circulation only



SHAKAMBHARI
GROUP
SteelWithin

SHAKAMBHARI ISPAT & POWER LTD.
(Formerly known as Ess Dee Aluminium Ltd.)

STANDARD OPERATING PROCEDURE

Title: Allotment of Equipment / Instrument ID

Page No. 2 of 2

SOP No.	Version No.	Effective Date	Next review date
SIPL/QAS/012	00	07.07.2026	06.07.2028

7.0 PROCEDURE

7.1 For Equipment and Utilities

7.1.1 For the Process / QC / Engineering Equipment / Instruments and Utilities like printing machine, slitting machine, holographic machine etc., ID shall be allotted in the following manner:

7.1.1.1 First four letters "SIPL" stand for "SHAKAMBHARI ISPAT & POWER LTD."

7.1.1.2 Next two letters for the respective department, e.g. for Production – "PDI", for Engineering – "ENI", for Quality Control – "QCI".

7.1.1.3 Put a slash (/).

7.1.1.4 Next two letters – Sr. number of the equipment / instrument.

7.2 For General Items / Equipment / Accessories

7.2.1 For any general item / accessory like smoke detectors, fire extinguishers, air curtains etc., ID shall be allotted in the following manner:

7.2.1.1 First four letters "SIPL" stand for "SHAKAMBHARI ISPAT & POWER LTD."

7.2.1.2 Put a slash (/).

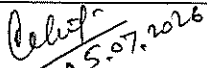
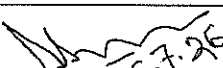
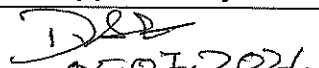
7.2.1.3 Next two letters for the item description, e.g. for Fire Extinguishers – "FE", for Smoke Detector – "SD", for Fly Catcher – "FC".

7.2.1.4 Put a slash (/).

7.2.1.5 Next two letters – Sr. number of the equipment / instrument.

8.0 REVISION HISTORY

Revision No.	00	Effective Date	07.07.2026	CC No.	NA
Details of revision: New SOP					

Prepared By:	Checked By:	Approved By:
 05.07.2026	 05.07.26	 05.07.2026