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|-------------------------------------------------------------------------------------------------------------------------------|--------------------|-----------------------------------------------------------------------------------------|-------------------------|
| <br><b>SHAKAMBHARI GROUP</b><br>#SteelWithin |                    | <b>SHAKAMBHARI ISPAT &amp; POWER LTD.</b><br>(Formerly known as Ess Dee Aluminium Ltd.) |                         |
| <b>STANDARD OPERATING PROCEDURE</b>                                                                                           |                    |                                                                                         |                         |
| <b>Title:</b> Planned Maintenance of Equipment                                                                                |                    |                                                                                         | <b>Page No.</b> 1 of 2  |
| <b>SOP No.</b>                                                                                                                | <b>Version No.</b> | <b>Effective Date</b>                                                                   | <b>Next review date</b> |
| SIPL/ENS/002                                                                                                                  | 00                 | 07.07.2026                                                                              | 06.07.2028              |

**1.0 PURPOSE**

- 1.1 To define a procedure for maintenance work and maintenance schedule for the equipment in company premises.

**2.0 SCOPE**

- 2.1 This SOP applies to the Engineering department in the plant.

**3.0 REFERENCE(S) & ATTACHMENTS****3.1 References**

- 3.1.1 In-house

**3.2 Attachments**

- 3.2.1 Attachment- I : Planned Maintenance Schedule SIPL/ENS/002/F01/00  
 3.2.2 Attachment- II : PM Check List SIPL/ENS/002/F02/00

**4.0 RESPONSIBILITY****4.1 Engineering Department Person:**

- 4.1.1 To prepare the SOP.  
 4.1.2 To prepare preventive check list of equipment in Engineering Department.

**4.2 Engineering Head:**

- 4.2.1 To ensure the training of the SOP to all concerned personnel involved in implementation of the SOP.  
 4.2.2 To ensure the implementation of the SOP after training.

**4.3 Quality Assurance Person:**

- 4.3.1 To check the SOP.  
 4.3.2 To maintain the original copy of the SOP.  
 4.3.3 To issue controlled copy of the SOP.  
 4.3.4 To maintain issuance record of SOP.  
 4.3.5 To retrieve the controlled copy of the SOP when it is superseded/obsolete and maintain its record.

**4.4 QA Head:**

- 4.4.1 To approve new or revised SOP.  
 4.4.2 To ensure the implementation of the defined system.

**4.5 Plant Head / Department Head:**

- 4.5.1 To approve new or revised SOP.  
 4.5.2 To ensure the implementation of the defined system.

**5.0 DISTRIBUTION**

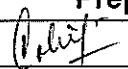
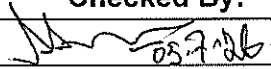
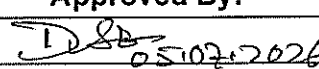
- 5.1 Quality Control  
 5.2 Production  
 5.3 Engineering

**6.0 DEFINITION(S) & ABBREVIATION(S)****6.1 Definitions**

- 6.1.1 **Preventive Maintenance:** Maintenance that is regularly performed on equipment to lessen the likelihood of it failing. It is performed while the equipment is still working so that it does not break down unexpectedly.  
 6.1.2 **Preventive Maintenance Schedule:** Preventive maintenance records include job plans and PM schedules.

**6.2 Abbreviations**

- 6.2.1 Nil

|                                                                                                                       |                                                                                                                      |                                                                                                                         |
|-----------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|
| <b>Prepared By:</b><br> 05.07.2026 | <b>Checked By:</b><br> 05.07.2026 | <b>Approved By:</b><br> 05.07.2026 |
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| SIPL/ENS/002                                                                                                              | 00                                                                                      | 07.07.2026            | 06.07.2028              |

**7.0 PROCEDURE****7.1 Preventive Maintenance Schedule:**

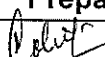
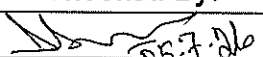
- 7.1.1 Prepare a list of equipment on which preventive maintenance is necessary.
- 7.1.2 After discussion with all related management people, the timing for preventive maintenance will be decided.

**7.2 Preventive Maintenance Checklist:**

- 7.2.1 All the critical check-outs must be mentioned in the checklist.
- 7.2.2 Authorization shall be taken verbally by the maintenance person from the respective department head before start of the maintenance activity.
- 7.2.3 The area shall be checked for any safety issue prior to work.
- 7.2.4 The respective department head shall ensure the availability/area clearance, and then hand over the area to the engineer.

**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 |  05.7.26 |  05.07.2026 |