

	Procedure for EHS Pre-evaluation and Clearance for New/Modified Equipment & Facilities		
	Ref: Corp/EHS/8.1.2/004 Rev: 00	Dated: 07.11.2024	

1.0 Purpose

This document provides a framework on obtaining Environment, Health and Safety clearance to prevent hazards/aspects and reduce risks/impacts during introduction of new equipment/facility and also modification of existing equipment/facility.

2.0 Scope

This guidance applies to equipment/facility that is newly purchased, installed, modified, or relocated inside the CUMI premises.

3.0 References

- 3.1 Relevant Indian Standards
- 3.2 Relevant International standards
- 3.3 ISO 45001 – 8.1.3 Management of Change

S.No.	Revision	Date
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Prepared	Reviewed	Approved
Manager-Safety	SBU EHS Heads	Corp EHS Head

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4.0 EHS Clearance Process:

#	Stage	Activity	Stakeholders				
			Technical /Project /Eqpt. Ordering dept.	Maint.	Prod.	EHS	Eqpt Manufacturer
1	Preparation of equipment specification	Legal requirements, ISO standards to be considered. Engineering team to issue EHS Clearance checksheet to Manufacturer in consultation with stakeholders.	Yes	Yes	Yes	Validation	Yes
2	Proposal drawing Check	Check if final drawing from manufacturer corresponds to EHS checksheet	Yes	Yes	Optional	Yes	Yes
3	Supplier end Inspection	CUMI team checks equipment with manufacturer at supplier end	Yes	Yes	Yes	Optional*	Yes
	Preliminary Inspection	CUMI team checks equipment once it is installed at CUMI premises.	Yes	Yes	Yes	Yes	Yes
4	Risk Assessment and SOP development	Risk Assessment to be done and SOP to be developed for new equipment/process.	Yes	Yes	Yes	Yes	-
5	Training on SOP	All stakeholders to be trained on SOP.	-	Yes	Yes	-	-
6	Final Approval	Final approval to be given by before start of production.	Yes	Yes	Yes	Approval	-
7	Regular Operation Check		-	Yes		-	-

***Any equipment introduced for the first time at CUMI, It is recommended to include EHS officer for Inspection at supplier end.**

5.0 Annexures

- EHS Pre-evaluation and Clearance – Form
- EHS Pre-evaluation and Clearance – Checksheet
- EHS-GN-002 - Guidance note for EHS clearance v2