

WRITTEN BY: OPERATORS
APPROVED BY: SW
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TRANSFER A SPHERE TO A DAY TANK

OPERATOR'S NAME: _____ DATE: _____

CHECK	ACTION STEPS (Capital letters) and Comments (Small letters)
_____	1. CHECK THE POSITION OF ALL VALVES AT THE BOTTOM OF EACH DAY TANK TO ENSURE THAT THE CORRECT SUCTION VALVE IS OPEN AT TANK YOU WILL TRANSFER INTO. The 3" suction line to the transfer pump serves as the come and go line.
_____	2. CHECK THE POSITION OF THE TWO 4" VALVES AT THE TOP OF THE STAIRS. MAKE SURE YOU ARE BLOCKED GOING TO SHIPPING AND OPEN TO THE DAY TANKS.
_____	3. BLOCK THE DISCHARGE ON #3 TRANSFER PUMP AND OPEN THE RECIRCULATION VALVE.
_____	4. CALL THE SHIFT SUPERVISOR AND LET HIM KNOW YOU WILL BE MAKING A TRANSFER.
_____	5. CLOSE THE AUTOMATIC VALVES UNDER THE SPHERE YOU WILL NOT USE.
_____	6. OPEN THE SUCTION AUTOMATIC VALVE UNDER THE SPHERE.
_____	7. OPEN THE SUCTION AND DISCHARGE OF THE PUMP.
_____	8. OPEN THE COME AND GO LINE.
_____	9. RECORD THE STARTING LEVEL, TEMPERATURE, AND PRESSURE OF THE SPHERE.
_____	10. START THE PUMP. Check often to be sure that material is moving.
_____	11. IT IS CRITICAL THAT YOU NOT PULL A VACUUM ON THE SPHERES. CHECK THE PRESSURE OFTEN!

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No. 91-1145

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