

## STANDARD OPERATING PROCEDURE #34

## STORING ADH AND GDL DRUMS

| CHECK | ACTION STEPS (ALL CAPS) | COMMENTS (BELOW STEPS) |
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THE OPERATORS PERFORMING THIS TASK MUST WEAR HARD TOED RUBBER BOOTS AND GLOVES IN ADDITION TO STANDARD SAFETY EQUIPMENT. WHILE HANDLING GDL DRUMS THE OPERATOR MUST WEAR A SLICKER TO GUARD AGAINST ANY UNEXPECTED EXPOSURE TO GDL.

- \_\_\_\_\_ 1. THE STOREROOM PERSONNEL WILL CALL WHEN THE SHIPMENT OF ADH OR GDL HAS ARRIVED AND IS TO BE BROUGHT TO PER-TRI.
- \_\_\_\_\_ 2. AFTER THE LEAD OPERATOR HAS ISSUED AN IGNITION SOURCE PERMIT TO THE DRIVER, HE WILL DRIVE HIS FORK LIFT TO THE SOUTH SIDE OF THE STABILIZER BUILDING.
- \_\_\_\_\_ 3. THE AUXILIARY AND LEAD OPERATOR WILL JOIN THE DRIVER IN THE STABILIZER BUILDING.
- \_\_\_\_\_ 4. IF THE DRIVER'S FORK LIFT IS ONE THAT CAN FIT INTO THE STABILIZER BUILDING, HE WILL POSITION THE DRUMS AT THE ENTRANCE OF THE COLD BOX DOOR.
- \_\_\_\_\_ 5. IF THE STOREROOM FORK LIFT CANNOT ENTER THE STABILIZER BUILDING THE DRUMS WILL BE DEPOSITED AT THE SOUTH ENTRANCE DOOR.
- \_\_\_\_\_ 6. THE GDL DRUMS MUST BE STORED AS QUICKLY AS POSSIBLE. THE ADH DRUMS DO NOT HAVE TO BE REFRIGERATED AS SOON TO PROTECT PRODUCT QUALITY.
- \_\_\_\_\_ 7. SECURE A FORK LIFT AND ATTACH THE DRUM MOVER ATTACHMENT TO THE FRONT THEN PROCEED TO MOVE A DRUM AT A TIME INTO THE COLD BOX WHERE YOUR LEAD OPERATOR IS WAITING.
- \_\_\_\_\_ 8. CHECK THE COLD BOX AREA AND MAKE SURE YOU HAVE ADEQUATE ROOM TO MANEUVER.
- \_\_\_\_\_ 9. CHECK THE FLOORING FOR DUMPS, CRACKS AND TRIPPING HAZARDS.
- \_\_\_\_\_ 10. CHECK THE TOP CHIME OF THE DRUM FOR ANY POINTED EDGES AND BE SURE THE CAP IS ON TO PREVENT ANY SPILLAGE.

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- \_\_\_\_\_ 11. BREAK THE DRUM TO ITS BALANCE POINT AND ROLL INTO POSITION.

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