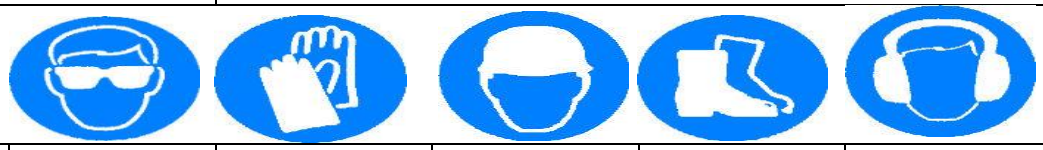
STANDARD OPERATING PROCEDURE

SOP No.		**Revision No.**		**Originator**		**Date**	
OPERATION			**MACHINE / PROCESS**				

Safety equipment required



Goggles	Gloves	Hard Hat	Safety Boots	Ear Defenders

Tools / Equipment

ALERTS

Hazard	Safety Point	Action Point	

Op.No.	Operating Steps	Key Points	ALERTS	Photos/Diagrams