**STANDARD OPERATING PROCEDURE**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Name of Plant / Task** | | | | | | **SOP Number:** | | **RA Number:** |
| **XXXSOP** | | **XXXRA** |
| **DO NOT use / operate / this equipment or complete the task unless you have been trained.** | | | | | | | | |
| **POTENTIAL RISKS:** | | | | | | | | |
| Pictogram of PPE OR cautions required | Pictogram of PPE OR cautions required | Pictogram of PPE OR cautions required | Pictogram of PPE OR cautions required | | Pictogram of PPE OR cautions required | | Put in Picture of equipment / plant | |
| PRE-OPERATIONAL SAFETY | | | | | | | | |
| OPERATIONAL SAFETY PRECAUTIONS | | | | | | | | |
| HOUSEKEEPING | | | | | | | | |
| **Date of last review:** | | | | **Signature:** | | | | |