

CHECK LIST FOR THERMAL INSULATION IMPLEMENTATION (TII) MODIFICATION FORM

Engineering Office shall ensure that the modification form is complete with all details given below and attach supporting documents and drawings as required. Two sets are to be submitted.

Enter the Application No. as given in the approved TII Form

Tick the appropriate box for the type of changes proposed

Type of Change	Documents/Information Required
1. Change of Owner	a. Document of transfer of ownership
	b. Copy of CPR/CR of the new owner
	c. Tel No. of new owner
	d. e-mal of the new owner
2. Change of Engineering Office	"Form to be submitted with TII Modification for change of Engineering Office (Appendix K.)"
3. Change of insulation materials in roof	a. Roof cross section drawing
	b. Supporting documents for thermal resistivity values used for new materials proposed in the roof
4. Change of insulation materials in walls.	a. Wall cross section drawing
	b. Supporting documents for thermal resistivity values used for new materials proposed in the walls
5. Change of glass type	a. Details of new glass type
	b. Copy of performance data sheet from glass manufacturer for the new glass type.
	c. High light, in the performance data sheet, the glass selected.
	d. Glass selection should be in accordance with Table (5.2) in the Code of Practice for thermal insulation in buildings.
6. Change of glass area	a. Revised floor & elevation drawings
	b. Revised schedule of doors & windows
	c. Calculation sheet for glass areas
	d. Calculation sheet for external surface areas.

Notes:

All the pages of the modification form duly filled with relevant information and with names and signatures of client, incharge engineer, stamp & signature of engineering office should be submitted. If there is no change in any of the pages of previously approved TII Form, information given in the approved TII Form shall be repeated in these pages and signed afresh by all concerned.

If wall/roof/glass construction is different at different locations, then additional pages for wall/roof/glass with relevant data for each such locations should be included.