

The Details are as follows...

Scope of Work:

Removal of Existing Glass Wool Insulation and Replacement with Thermocol Insulation Sheets – Kirby Godown Roof.

Location: SriVijayaVisakha Milk Producers Company Ltd. (Visakha Dairy-Rangampeta Plant), ADB Road, Chendredu, EG, AP533291.

Mail ID: rangampeta@visakhadairy.com

Contact Name & Ph.No: A.Ravikumar; Manager; 9963553986

1. Project Details:

Particulars	Details
Structure	Kirby Godown
Approximate roof area	34,000 sq. ft.
Roof height from ground level	25–28 feet
Existing insulation	Glass wool insulation
Proposed insulation	Thermocol (EPS) insulation sheets
Proposed thickness	50 mm to 100 mm, subject to technical approval
Work location	Roof of the Kirby Godown

2. Objective of the Work:

The objective of this work is to completely remove the existing glass wool insulation from the Kirby Godown roof and replace it with suitable Thermocol (Expanded Polystyrene – EPS) insulation sheets to improve thermal insulation, reduce heat transfer into the godown process and packing area, and provide a clean and safe working environment.

The work shall be carried out without damaging the existing roof sheets, structural members, electrical installations, or other associated facilities.

3. Detailed Scope of Work:

3.1 Removal of Existing Glass Wool Insulation

- Remove the existing glass wool insulation covering the roof of the Kirby Godown over an approximate area of 34,000 sq. ft.
- Carry out the removal carefully to avoid damage to existing roof sheets, purlins, structural members, and other installations.
- Ensure complete removal of loose, damaged, exposed, and deteriorated insulation material.
- Use suitable personal protective equipment (PPE), including protective clothing, gloves, goggles, and respiratory protection, to prevent exposure to glass wool fibres and dust.
- Execute the work in a systematic manner, section by section, to ensure safety and prevent contamination of the product.

3.2 Collection and Disposal of Removed Material

- Collect all removed glass wool, dust, insulation fragments, and associated debris.
- Transfer the waste to the designated collection area and arrange disposal through an approved method in accordance with applicable requirements.
- Prevent the spread of dust and fibres to adjacent production, storage, and working areas.
- Thoroughly clean the roof structure and affected areas after removal.
- Ensure that no loose glass wool fibres or debris remain before commencing installation of the new insulation.

3.3 Inspection and Preparation of the Roof

- Inspect the existing roof sheets, supporting structure, joints, and fixing arrangements before installation.
- Identify any damaged roof sheets, leakage points, corrosion, or other defects observed during the work and report them to the Engineering and Maintenance (E&M) Department.
- Clean and prepare the roof surface to make it suitable for the installation of new insulation.
- Obtain approval from the competent authority before proceeding with the insulation installation.

3.4 Supply and Installation of Thermocol Insulation Sheets

- Supply and install suitable-quality Thermocol (EPS) insulation sheets over the approved roof area of approximately 34,000 sq. ft.
- The proposed insulation thickness shall be approximately 50 mm to 100 mm, depending on the thermal requirements, roof configuration, structural suitability, and technical recommendations of the E&M Department.
- Confirm the final insulation thickness, density, thermal performance, and other material specifications before procurement and installation.
- Ensure that the insulation sheets are properly cut, aligned, fitted, and securely fixed using suitable approved fixing arrangements.
- Minimise gaps between sheets to ensure effective thermal insulation and reduce heat transfer.
- Provide suitable treatment at joints, edges, overlaps, and roof penetrations wherever required by the approved installation design.

- Ensure that the installation does not obstruct roof drainage, ventilation, maintenance access, or other essential services.
- Provide suitable protective covering or finishing, if required, to protect the insulation from weather exposure, physical damage, and deterioration.

3.5 Safety Requirements for Working at Height

As the roof is approximately 25–28 feet above ground level, all work shall be executed under strict safety supervision.

- Provide suitable scaffolding, access platforms, ladders, and approved fall-protection systems as applicable.
- Ensure the use of full-body safety harnesses and lifelines wherever required.
- Provide edge protection, warning signs, barricading, and restricted access to the work area.
- Ensure that workers are trained and authorised for working at height.
- Stop work during unsafe weather conditions, including strong winds, rain, or other conditions that may compromise worker safety.
- Comply with the plant's work permit system and applicable safety procedures.
- Ensure that all tools, materials, and removed debris are handled safely without creating hazards for personnel or plant operations.

3.6 Fire Safety and Material Suitability

- Before finalising Thermocol (EPS) insulation, the contractor shall obtain technical clearance from the E&M and Safety Departments regarding fire performance and suitability for the existing roof structure.
- The proposed material and its installation shall comply with applicable fire-safety requirements.
- Where required, provide an approved fire-protective covering or an alternative insulation system suitable for the intended application.
- Do not commence installation until the material specifications and proposed fixing method are approved.

3.7 Final Cleaning and Handover

- Remove all waste, packing materials, unused insulation pieces, and debris generated during the work.
- Clean the work area and restore it to a safe and orderly condition.
- Inspect the completed insulation for gaps, loose sheets, inadequate fixing, and visible defects.
- Rectify deficiencies identified during inspection at the contractor's cost, where attributable to the contractor's work.
- Obtain final inspection and acceptance from the E&M Department and the concerned plant authority.

4. Approximate Quantity of Work:

Sl. No.	Description	Approximate quantity
1	Removal of existing glass wool insulation	34,000 sq. ft.
2	Collection and disposal of removed insulation and debris	As generated
3	Roof cleaning and surface preparation	34,000 sq. ft.
4	Supply of Thermocol (EPS) insulation sheets	34,000 sq. ft.
5	Installation and fixing of insulation sheets	34,000 sq. ft.
6	Scaffolding, access arrangements, and height-safety provisions	Complete job
7	Final cleaning, inspection, and handover	Complete job

Note: Quantities are indicative and shall be verified through a joint site measurement before execution and billing. Additional material for cutting and wastage shall be assessed separately and approved.

5. Contractor's Responsibilities

The contractor shall be responsible for:

1. Providing all required labour, supervision, tools, equipment, consumables, and material-handling arrangements.
2. Supplying insulation sheets and approved fixing accessories as specified in the purchase order.
3. Arranging safe access and all necessary working-at-height protection.
4. Protecting existing roof structures and plant assets from damage.
5. Maintaining cleanliness and preventing contamination of adjacent areas.
6. Collecting and disposing of removed glass wool safely without contaminating the product and other waste through approved procedures.
7. Complying with plant safety rules, work permits, and instructions issued by the E&M Department.
8. Rectifying defects arising from improper installation or workmanship.
9. Completing the work within the approved schedule without causing unnecessary disruption to plant operations.

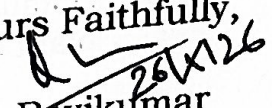
6. Important Technical Note

The proposed Thermocol (EPS) insulation thickness of 50-100 mm is indicative and subject to approval by the E&M Department. Since EPS is combustible, its suitability for the Kirby Godown roof must be evaluated before implementation. A fire-rated insulation system or suitable protective enclosure may be necessary depending on the building's fire-safety requirements.

The work shall be undertaken only after approval of the technical specifications, material selection, fixing arrangement, and fire-safety provisions by the competent authority.

Hence this is submitted for your kind perusal and necessary action please.

Thanking You Sir,

Yours Faithfully,

A. Ravikumar
Manager
Rangampeta Plant

✓ **Copy Submitted to the Chief QA for favor of information, Please.**