

REQUIREMENTS TO BE COMPLIED WITH BY EARTHWORKS CONTRACTORS FOR THE PREVENTION OF DAMAGE TO TELECOMMUNICATION CABLES

Section 29(3)(a) of the Telecommunications Act (Cap. 323) ("Telecoms Act") requires contractors who carry out earthworks ("Earthworks Contractors") to comply with all reasonable requirements of telecommunication system licensees for the prevention of damage to telecommunication cables.

With effect from 1st June 2019, Notification of Earthworks to Licensee must comply and refer to IMDA's directive on full earthworks requirement

<https://www2.imda.gov.sg/regulations-and-licensing-listing/Notification-of-Earthwork>

This document sets out the minimum requirements of ViewQwest Pte Ltd (the Licensee) that must be complied with by Earthworks Contractors for the purposes of Section 29(3)(a) of the Telecoms Act ("Licensee's Earthworks Requirements").

The Earthworks Contractor who performs the actual earthworks (eg, a piling contractor) shall be directly responsible for complying with the Licensee's Earthworks Requirements. It shall not be an excuse for the Earthworks Contractor to claim that it had delegated such responsibility to another party or relied on another party to ensure that the requirements are complied with, whether pursuant to any contract, agreement, arrangement, understanding or otherwise that it has with such other party.

In addition, all parties who supervise or instruct Earthworks Contractors on any aspect of the earthworks (eg, a developer or main contractor) should also ensure that the Earthworks Contractors comply with the Licensee's Earthworks Requirements to prevent damage to telecommunication cables.

This document comprises three sections —

Section A sets out the procedures that must be followed by Earthworks Contractors before they can commence earthworks.

Step 1 – Purchase Service layout plans

- ✓ Purchase latest Licensee service layout plans
- ✓ All services layout plan only valid for 6 month on date of issues
Request of Plant Map (doc links)

Step 2 – Engage TCDW for cable detection

- ✓ Engage TCDW to carry out cable detection works of Licensee services and physical mark out on site on vicinity of proposal earthworks
- ✓ Proposed necessary trial hole location to confirm Licensee services
- ✓ If in doubt, to consult Licensee via email mic@viewqwest.com OR request services on Manhole Opening/ Cable Detection
Request of Manhole Opening/ Cable Detection form (doc links)

Step 3 – Notice of Commencement of Earthworks (NCE)

- ✓ Submit Notice for Commencement of Earthworks (NCE) to following address

ViewQwest Pte Ltd (“Viewqwest”)
c/o Next Generation Provider Pte Ltd (NGP)
No.19 Tuas Avenue 3
Singapore 639415
Telephone: +65 68624022 (during office hours)
Email: mic@viewqwest.com

(Note: NCE online will be implemented on or before Dec 2019, you will be notified accordingly)

Appendix A-1 Notice for Commencement of Earthworks (NCE) form (doc links)

- ✓ NCE only valid for 1 years on date of application
- ✓ To consult Licensee upon expiry date of validity of service layout plans any changes
- ✓ Apply/ submit Extend NCEs with updated service layout plans subject to Licensee’s approval

Step 4 – Conduct Joint Site Meeting

- ✓ Schedule for joint site meeting with earthworks contractors/ TCDW/ Licensee
- ✓ To verify submitted detection plan against service layout plans on site
- ✓ To ascertain number of trial holes need to be carried out

Step 5 – Obtain conditional approval for digging of trial holes

- ✓ Licensee will issue Conditional approval within 7 days after step 4
- ✓ Conditional approval only valid for 1 month
- ✓ Re-apply conditional approval if expired subject to Licensee approval.

Step 6 – Trial hole requirement

- ✓ All trial hole to be carried out manually with due care.
- ✓ Consult with Licensee in doubt
- ✓ Maintain photographic records of all trial holes and submit to Licensee for reference

Step 7 – Trial Hole Inspection with earthwork contractor/ TCDW/ Licensee

- ✓ To schedule joint trial holes inspection with Licensee
- ✓ To ascertain any diversion required. If so, refer to **Section B**
- ✓ Licensee may request additional trial holes if necessary.

Step 8 – Submit final approval for commencement of earthworks

- ✓ Licensee will provide a copy of checklist in Appendix C -1 after trial hole inspection for earthwork contractor to submit final approval checklist for commencement of earthworks to Licensee.
- ✓ Earthworks to provide full details of the protection measures and methods of support that the Earthworks Contractor will implement to prevent damage to Licensee’s telecommunication cables throughout the entire course of the proposed earthworks

Step 9 – Final Approval for commencement of earthworks

- ✓ Licensee will issue final approval for commencement of earthworks in accordance to Appendix D-1 upon verification of Appendix C-1,

Section B sets out the measures to be complied with by Earthworks Contractors where the Licensee's telecommunication cables need to be diverted.

In the event that Licensee services/ cables need to be diverted which may be affected by proposed earthworks/ project, earthwork contractor/ Authorities/ Requestor can write/ email/ call on the below

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For diversion request by earthwork contractor at trial hole inspection,

- (a) The earthwork contractor shall ensure that the Affected Cables are adequately protected and supported and obtain the Licensee's written approval to the protection measures and methods of support before the diversion works are carried out.
- (b) After completion of the relevant diversion works, the Licensee shall issue a written notice to the Earthworks Contractor to confirm that the Licensee's Affected Cables have been fully diverted.
- (c) Upon receipt of such written notice, the Earthworks Contractor shall schedule for a joint site inspection with the Licensee.

Section C sets out the "Do's and Don'ts" to be complied with by Earthworks Contractors to prevent damage to the Licensee's telecommunication cables.

"Do and Don't" requirement (doc links)

Note: The requirements stated in this document are not exhaustive. Additional requirements may be issued from time to time by the Licensee. These additional requirements, together with the requirements in this document, shall constitute the full set of requirements that must be complied with by the Earthworks Contractor at all times to prevent damage to telecommunication cables. Should you require any further clarification, please contact the Licensee at -

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