

**DOs and DON'Ts  
FOR EARTHWORK NEAR TATA COMMUNICATIONS FIBRE NETWORK PLANTS  
ANNEX A****Dos**

- 1** Do contact TATA Communications during planning stage and before commencement of work for the development project to:
  - 1.1 Obtain TATA Communications service layout plans and subsequent updates after a lapse of 6 months;
  - 1.2 Arrange site meeting for briefing by TATA Communications; and
  - 1.3 Discuss with TATA Communications on whether to divert or support those TATA Communications plant that are affected by the development.
- 2** Do carry out the following procedures prior to commencing excavation, piling, soil investigation or earthworks:
  - 2.1 Refer to TATA Communications service layout plans;
  - 2.2 Engage an IDA licensed telecommunication cable detection worker to carry out cable detection and notify TATA Communications 7 days before the commencement of earthworks which are within the vicinity of any telecommunication cables in accordance with section 29(1) of the Telecommunications Act 1999;
  - 2.3 Do wait for TATA Communications replies within 7 days of notification before commencement of earthworks;
  - 2.4 Must carry out trial holes at suitable locations by manual digging to expose TATA Communications plant at sites; and seek assistance from TATA to ascertain the location of TATA Communications plant if plant cannot be located;
  - 2.5 Provide and maintain visible markings (such as poles, tapes, painting and etc.) indicating the actual position of TATA Communications plant within the construction site and inform TATA Communications for site inspection;
  - 2.6 Update TATA Communications plant location information on the developer's construction plans.
- 3** Do note that the lead time required for carrying out plant diversion ranges from 6 to 18 months. Such requirement shall be taken into consideration during the planning stage of the project.
- 4** Do submit to TATA Communications the method of support and protection to those exposed TATA Communications plant for approval in the case that TATA Communications plant are to be supported during the construction work at site and conduct regular inspection and maintenance of such support and protection structure to ensure it is of sound working condition. Do provide accessibility at all time to TATA Communications personnel and vehicles to TATA Communications plant that are supported during the construction stage inspection and maintenance.
- 5** Do sever tree roots before grubbing the tree stump.
- 6** Do inform TATA Communications on the dismantling of supports.
- 7** Do inform TATA on the backfilling procedure over TATA Communications plant.
- 8** Do disseminate information regarding TATA Communications service layout to all relevant parties involved in earthworks such as main contractor, sub-contractors, machine operators, licensed cable detection worker, etc. as it has been found that poor or lack of communication is one of the main causes of damage to TATA Communications plant.
- 9** Do note that the depth of TATA Communications plant varies due to the site conditions.
- 10** Do report immediately on any damage done at the following telephone nos. as early report could reduce the cost of the damage.

**+65 8300 6455 (24 hours)**

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**11** On request, TATA Communications can arrange a discussion with the developer, project consultant and main contractors to provide detail information of all the TATA Communications plant within the work site and the precautionary measures to be taken by the contractors while working at and near the site.

**12** Do note the consequences of failure to submit notification of earthworks and of damaging TATA Communications plant.

Notes:

a Under Section 29 of the Telecommunications Act 1999, any person who fails to give a 7-day notification to M1 prior to commencement of earthworks is liable on conviction to a fine not exceeding \$100,000 or to imprisonment for a term not exceeding 3 years or both.

b Under Section 49 of the same Act, any person, who in the course of carrying out earthworks, damages any TATA Communications cable is liable on conviction to a fine not exceeding \$1 million or to imprisonment for a term not exceeding 5 years or to both. Moreover, the progress of site work will suffer delay.

**13.** For further enquiry, please contact:

Outside Plant Manager,  
49 Upper Weld Road.  
Singapore 207406.  
Tel : + 65-6294 0353  
Fax: + 65-6295 2455

**Don'ts**

**1** Must not dig trial holes with JCB, excavator or any other mechanical means.

**2** Must not carry out any excavation with mechanical means, soil investigation, piling or earthworks in the vicinity of TATA Communications cables without confirming the actual positions of TATA Communications plant.

**3** Don't open any TATA Communications manhole without its prior approval.

**4** Don't cover up any TATA Communications manhole with earth or building materials.

**5** Don't fence up any TATA Communications manhole inside your work area.

**6** Don't grub up tree stumps without first severing the roots.

**7** Don't take for granted that TATA Communications plants are in a straight run.

**8** Don't cover up damages but report them immediately to:

Telephone No: + 65-8300 6455 (24 hours)

**9** Don't dismantle any support for TATA Communications plants without informing TATA Communications.

**10** Don't remove any TATA Communications plant, including any concrete encasing the pipe and identification marking sheets, without prior approval from TATA Communications.