

008B - “DO’s and DON’Ts” FOR EARTHWORK NEAR FLAG TELECOM NETWORK.

Do’s

1. Do contact FLAG during planning stage and before commencement of work for the development project to:
 - 1.1. Obtain FLAG’s service layout plans and subsequent updates after a lapse of 12 months;
 - 1.2. Arrange site meeting for briefing by FLAG; and
 - 1.3. Discuss with FLAG on whether to divert or support those FLAG’s plants 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 FLAG’s service layout plans;
 - 2.2. Engage an IMDA licensed cable detection worker to carry out cable detection and notify FLAG 7 days before the commencement of earthworks which are **within the vicinity of 15 meters** from any telecommunication cables in accordance with section 29(1) of the Telecommunications Act 1999;
 - 2.3. Do wait for FLAG’s 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 FLAG’s plants at sites; and seek assistance from FLAG to ascertain the location of FLAG plants if plants cannot be located.
 - 2.5. Provide and maintain visible markings (such as poles, tapes, painting and etc.) indicating the actual position of FLAG’s plants within the 15 meters from the construction site and inform FLAG for site inspection;
 - 2.6. Update FLAG’s plant location information on the developer’s construction plans.

3. Do note that the time required 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 FLAG the method of support and protection to those exposed FLAG’s plants for approval in the case that FLAG’s plants 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 FLAG’s personnel and vehicles to FLAG’s plants that are supported during the construction stage inspection and maintenance.

5. Do sever tree roots before grubbing the tree stump.

6. Do inform FLAG on the dismantling of supports.

7. Do inform FLAG on the backfilling procedure over FLAG’s plants.

8. Do disseminate information regarding FLAG’s 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 FLAG’s plants.

9. Do note that the depth of FLAG’s plants 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.

Telephone: + 65 9233 6262 (24 Hours)

Facsimile: + 65 6299 5638

Email: flagplants.fibrewind@gmail.com

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11. On request, FLAG can arrange to give a presentation to the developer, project consultant and main contractors to provide detail information of all the FLAG's plants 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 FLAG's plants.

Notes:

- a **Under Section 29 of the Telecommunications Act 1999, any person who fails to give a 7-day notification to FLAG 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 FLAG's 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:

FLAG TELECOM

- a. For Customer Care: +44 20 8282 1599 or email: servicedesk@globalcloudxchange.com
 - b. For Maintenance: +65 6498 6728 or email: flagplants.fibrewind@gmail.com
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Don'ts

- 1 Must not dig trial holes with JCB or excavator or any others mechanical tools.
- 2 Must not carry out any excavation with mechanical means, soil investigation, piling or earthworks in the vicinity of 15 meter from FLAG's cables without confirming the actual positions of FLAG's plants.
- 3 Don't open any FLAG's manhole without its prior approval.
- 4 Don't cover up any FLAG's manhole with earth or building materials.
- 5 Don't fence up any FLAG's manhole inside your work area.
- 6 Don't grub up tree stumps without first severing the roots.
- 7 Don't take for granted that FLAG's lines are in a straight run.

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

Telephone: + 65 9233 6262 (24 Hours)
Facsimile: + 65 6299 5638
Email: flagplants.fibrewind@gmail.com

9 Don't dismantle any support for FLAG's plants without informing FLAG Telecom.

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

11 Don't not use hand auger to dig trial holes or for detecting any form of FLAG's telecommunication pipelines or cables. (Especially: For soil investigation companies and earthworks contractors).