



**BLUETEL NETWORKS PTE LTD**

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	<b>FOR BLUETEL'S USE ONLY</b>	
	BTN Ref. No.	
Date Received:	Map Ref No.	
	NCE Ref No.	

**NOTICE FOR COMMENCEMENT OF EARTHWORKS**

**INSTRUCTIONS:**

- a) Please submit your NCE to [osp\\_nce@bluetel.net.sg](mailto:osp_nce@bluetel.net.sg).
- b) The following documents are required for submission:
  - (i) A completed form of this "Appendix A-1 Notice for Commencement of Earthworks".
  - (ii) A sketch showing your proposed site plan with proposed trial holes and earthworks positions relative to BlueTel's plant route.
  - (iii) The work schedule of your project (Including your Company stamp).
  - (iv) Cable Detection Drawing(s) from your TCDW (including your TCDW stamp), where applicable.
- c) Please wait for us to prompt you for payment after we have received your complete set of NCE. Only online bank transfer is accepted, other payment method is not acceptable.
- d) The indicated Actual Commence Date in Section 4 must be less than six (6) months from the date of receiving the relevant BlueTel's plant map(s) reply.
- e) Please adhere to the step-by-step procedures before the commencement of earthworks. The procedures are set out in Section A listed in "Requirements to be Complied with by the Earthworks Contractors for the Prevention of Damage to Telecommunication Cables" (the "Licensee's Earthworks Requirements").
- f) Should additional site consultation/ manhole access for fiber tracing works be required, these forms are available for download at [www.bluetel.net.sg](http://www.bluetel.net.sg) . Please submit the relevant form via email - [osp\\_nce@bluetel.net.sg](mailto:osp_nce@bluetel.net.sg).

**1A. EARTHWORKS CONTRACTOR'S PARTICULARS**

COMPANY'S NAME: \_\_\_\_\_

COMPANY'S ADDRESS: \_\_\_\_\_

POSTAL CODE: \_\_\_\_\_ COMPANY REGISTRATION NO: \_\_\_\_\_

PERSON-IN-CHARGE: (NAME IN FULL) \_\_\_\_\_

DESIGNATION: \_\_\_\_\_ MOBILE NO: \_\_\_\_\_

OFFICE TEL: \_\_\_\_\_ EMAIL : \_\_\_\_\_

**1B. INVOICE TO (fill up only if different from requesting company)**

NAME IN FULL: \_\_\_\_\_

COMPANY'S NAME: \_\_\_\_\_

COMPANY'S ADDRESS: \_\_\_\_\_

**1C. SITE SUPERVISOR'S PARTICULARS**

NAME IN FULL: \_\_\_\_\_

MOBILE NO: \_\_\_\_\_ OFFICE TEL: \_\_\_\_\_

EMAIL: \_\_\_\_\_

**2. CONTRACT DETAILS (PRINCIPAL)**

COMPANY NAME: \_\_\_\_\_

PROJECT OFFICER: \_\_\_\_\_

MOBILE NO: \_\_\_\_\_ OFFICE TEL: \_\_\_\_\_

EMAIL: \_\_\_\_\_

CONTRACT NO: \_\_\_\_\_ WORKS ORDER: \_\_\_\_\_

CONTRACT PERIOD: \_\_\_\_\_ TO: \_\_\_\_\_

**3. TCDW'S PARTICULARS**

NAME IN FULL: \_\_\_\_\_

EMAIL : \_\_\_\_\_

MOBILE NO: \_\_\_\_\_ OFFICE TEL: \_\_\_\_\_

LICENCE NO: \_\_\_\_\_ EXPIRY DATE: \_\_\_\_\_

**4. EARTHWORKS DETAILS**

LOCATION OF PROPOSED EARTHWORKS: \_\_\_\_\_

DURATION: FROM: \_\_\_\_\_ TO: \_\_\_\_\_

**DOES YOUR EARTHWORKS INVOLVE ROAD OPENING?** YES / NO

- NATURE OF EARTHWORKS:
- Open trench excavation
  - Sinking of earth rod, casing or tubes
  - Boring, dredging, jacking, leveling, piling or tunneling
  - Soil investigation
  - Others (pls specify): \_\_\_\_\_

PIPES AFFECTED (no. of ways as identified by TCDW): \_\_\_\_\_

DISTANCE OF WORK AREA BOUNDARY FROM CABLE PLANT: \_\_\_\_\_ meters

DEPTH OF EARTHWORKS: \_\_\_\_\_ meters

ACTUAL COMMENCEMENT DATE (DD-MM-YYYY): \_\_\_\_\_

ESTIMATED COMPLETION DATE (DD-MM-YYYY): \_\_\_\_\_

**IS THE WORK UNDER S33(2)?** \* YES / NO

**ALREADY COMMENCED?** \* YES / NO

\* In the case of earthworks carried out in the interest of public or private safety as described under Section 33(2), this form must be submitted within 7 days after the earthwork had commenced.

**5. EARTHWORKS CONTRACTOR'S DECLARATION**

(Please read carefully)

We hereby declare and confirm as follows –

- a) We are the contractor that will be carrying out the actual earthworks notified above.
- b) We have read and understood the requirements stated in the document issued by BlueTel Networks Pte Ltd (“Licensee”) and made available on the Licensee’s website titled “Requirements to be Complied with by Earthworks Contractors for the Prevention of Damage to Telecommunication Cables” (the “Earthworks Requirements”).
- c) We undertake to strictly comply with the Licensee’s Earthworks Requirements in relation to the proposed earthworks. Without limitation, we confirm that –
  - (i) we have procured the Licensee’s service layout plan;
  - (ii) we have engaged a Licensed Telecommunication Cable Detection Worker (“TCDW”)

to carry out cable detection work to locate the Licensee’s telecommunication cables; we have ensured that the locations and routes of the Licensee’s telecommunication cables have been physically marked out by the TCDW throughout the entire vicinity of the proposed earthworks in an accurate and proper manner; and

- (iii) we have briefed all contractors and personnel at the work site, including the party who is instructing or supervising us in the performance of earthworks (if any), on the locations and routes of the Licensee’s telecommunication cables and the measures to be taken to prevent damage to the cables.
- d) We will arrange for the Joint Site Meeting to be conducted with the Licensee and the TCDW to verify the locations and routes of the Licensee’s telecommunication cables on-site.
- e) We will be carrying out the manual digging of trial holes to **positively locate and physically expose** the Licensee’s telecommunication cables at the proposed trial hole positions which are indicated in the TCDW’s cable detection report attached to this NCE (subject to confirmation of the exact trial hole positions which we are to dig pursuant to the Joint Site Meeting).
- f) Upon completion of the trial holes, we will arrange for the conduct of the Joint Trial Holes Inspection with the Licensee and the TCDW to verify that we have ascertained the exact location of all the Licensee’s telecommunication cables throughout the entire vicinity of the proposed earthworks.
- g) We shall not proceed with the proposed earthworks until we receive the “Final Approval for Commencement of Earthworks” from the Licensee.
- h) The information submitted in this NCE and the attached documents are true, correct and complete to the best of our knowledge.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Contractor’s Signature and Company Stamp

\_\_\_\_\_  
Date

\_\_\_\_\_  
Designation

**6. FEES & PAYMENT**

- a) **Processing Fee of S\$283.40** (inclusive of GST) is payable for each “Notice for Commencement of Earthworks” submitted for BlueTel’s processing inclusive of “**Joint Site Meeting**” (not exceeding 4 hours) under Step 4 and “**Joint Trial Holes Inspection**” (not exceeding 4 hours) under Step 7 as indicated in “the **Licensee’s Earthworks Requirements**”. In the event the “**Joint Site Meeting**” or “**Joint Trial Holes Inspection**” exceeds 4 hours, the **Additional Fee** will be chargeable. Payment is required at the point of submission.
- b) **Additional Fee** will be chargeable for additional site consultation provided by BlueTel Networks Pte Ltd where the additional site consultation is deemed necessary to prevent damage to BlueTel Networks telecommunication cables. The additional site consultation can be initiated by either BlueTel Networks Pte Ltd or the Earthworks Contractor/TCDW.

This **Additional Fee** shall also apply to re-scheduled “**Joint Site Meeting**” and “**Joint Trial Holes Inspection**” if the Earthworks Contractor/TCDW did not attend the originally scheduled “**Joint Site Meeting**”/”**Joint Trial Holes Inspection**” as indicated in “the **Licensee’s Earthworks Requirements**”.

- (i) S\$65.40 (inclusive of GST) for half day
- (ii) S\$130.80 (inclusive of GST) for one full day

- c) **Only online bank transfer is accepted, other mode of payment is not acceptable.**
- d) For online bank transfer, please request at the point of submission.

❖ **REMINDER**

Please attach and submit the following together with the NCE:

- (a) the latest version of the TCDW’s cable detection report and the Licensee’s service layout plan;
- (b) the exact positions and number of proposed trial holes that will be dug by the Contractor\*, to be clearly indicated and marked up on the TCDW’s cable detection report; and
- (c) the works schedule for the proposed earthworks.

\* The proposed trial holes –

- shall be positioned on and along the routes of the telecommunication cables indicated in the TCDW’s cable detection report;
- shall, where the Licensee’s service layout plan and the TCDW’s cable detection report indicate the route of the cables to be running in a straight line, be spaced at intervals of no more than 50m apart for such segments of the cables;
- shall, where the Licensee’s service layout plan and the TCDW’s cable detection report indicate the route of the cables to be running in a curved or meandering line, be spaced at intervals of no more than 20m apart for such segments of the cables; and
- shall be spaced at appropriate intervals of no more than 50m apart (and where curved or meandering, no more than 20m apart) along the route of the telecommunication cables throughout the entire vicinity of the proposed earthworks.