

Introduction to COPIF

What is COPIF?

The Code of Practice for Info-communication Facilities in Buildings (COPIF) specifies the duties of building owners / developers to provide adequate space, facilities and access for telecom licensees to provide their services. It also specifies the responsibilities of the telecom operators.

IMDA issues the COPIF, drawing powers from the Telecommunications Act. The COPIF is reviewed periodically, every few years. The last review of the COPIF took place in 2017-2018 and involved 2 public consultations that were published on IMDA's website and reported in local media such as the Straits Times. Various parties responded to these consultations, including building developers, building managers and telecom operators. The current COPIF was issued and took effect in December 2018.

How does COPIF affect me?

If you are a building owner or developer, you will need to fulfil obligations under COPIF. If you are developing a new building, you will need to pre-install some facilities depending on the type and size of building. For existing buildings, you are obliged to grant telecom licensees space and access in a reasonable way upon their request.

Mobile Services

What are my obligations as a building owner or developer?

Upon reasonable request by a mobile licensee, you will need to provide the following in a timely manner:

- ✚ *Space for the mobile licensee to install its mobile equipment* - rooftops are the preferred location for such equipment. A minimum amount of space, termed "Mobile Installation Space" or MIS, needs to be provided rent-free. The mobile equipment can be used to provide mobile coverage to your building or the surrounding areas outside your development; and
- ✚ *Access to your building* - for the mobile licensee to carry out feasibility studies, site surveys and works in connection with the use of the MIS.

Why should I benefit the surrounding areas outside my development?

Buildings and their tenants mutually benefit from the mobile coverage they receive from surrounding buildings. The mobile coverage you enjoy in your building could well come from mobile equipment installed at nearby buildings. Therefore, while the equipment installed at your building benefits the surrounding areas outside your development, your building is also benefiting from the mobile coverage provided from other buildings in the vicinity. This mutual benefit is important in order to achieve a robust and resilient mobile telecommunications network, especially given the increasing reliance on and importance of mobile services to Singaporeans.

How much MIS do I need to provide?

For residential developments consisting of 1 or more multi-storey residential building(s), you will need to provide:

If your development has this total number of residential units	then the Mobile Installation Space** (m ²) you need to provide is	at a minimum height (m) of:
80 to 200	24	3
201 to 600	36	
601 to 1500	54	
> 1500	To consult IMDA	

For non-residential developments consisting of 1 or more non-residential buildings, you will need to provide:

If your development has a total mobile coverage area* ('000 m ²) of:	then the Mobile Installation Space** (m ²) you need to provide is	at a minimum height (m) of:
> 2 to ≤ 6	24	3
> 6 to ≤ 20	36	
> 20 to ≤ 100	54	
> 100 to ≤ 200	72	
> 200	To consult IMDA	

* The mobile coverage area is calculated as (Gross Floor Area) + (land area or site area)

** MIS is computed based on footprint occupied, but will not include facilities such as cable and power distribution systems.

What else do I need to be mindful of about MIS?

Please be aware that you:

- ✚ Should not impose any costs, expenses, charges or rent on the mobile licensees;
- ✚ Should not impose additional requirements that result in added costs or expenses (such as additional insurance coverage);
- ✚ Need not bear utility charges but can:
 - Mutually agree with the mobile licensees on how to calculate the utility costs; or
 - Require/allow the mobile licensees to install a separate utility meter.
- ✚ Should mutually agree with the mobile licensees on procedures for emergency access e.g., if they need to access your building to repair or restore services on an urgent basis.

Please also note that:

- ✚ Any additional space beyond the MIS indicated in the tables above will be based on your commercial negotiations with the mobile licensees;
- ✚ If your development has less than 80 residential units or 2,000m² mobile coverage area, then the space required by the mobile licensees will be based on your commercial negotiations with them; and
- ✚ If you have existing contracts with mobile licensees for space in your development, then the above obligations take effect when the contracts expire.

Fixed-Line Services

What are my obligations as a building owner or developer?

You will have continual obligations and for new buildings being constructed, obligations to pre-install certain space and facilities, depending on the type of development. The table below summarises your obligations, indicated with ✓s:

Obligations	Residential Development			Non-Residential Development
	Landed House	Strata Landed House	Multi-storey building	
<i>Continual obligation</i>				
Provide, maintain and grant the use of, and access to, relevant space & facilities by telecom operators	✓	✓	✓	✓
<i>Obligation to pre-install when development is constructed</i>				
Lead-in and underground pipes	✓	✓	✓	✓*
Telecommunication wiring	✓	✓	✓	
Cable trays				✓
Main Distribution Frame (MDF) room		✓	✓	✓*
Telecom riser		✓	✓	✓*
Telecom Equipment Room (TER)			✓	✓
2-way air-blown fibre microducts				✓

*Note: Certain non-residential buildings need to pre-install an additional set of lead-in pipes into a separate, second MDF room, and an additional set of cable distribution systems into separate telecom risers. Such buildings are those used for **vital services** such as hospitals; ports of entry for land, air and sea, including immigration checkpoints; police and fire stations; utility plants; data centres (excluding those developed for own use); or key financial institutions such as the Stock Exchange.

What else do I need to be mindful of?

Please be aware that you:

- ✚ Should not impose any costs, expenses, charges or rent on the fixed-line licensees;
- ✚ Should not impose additional requirements that result in more costs or expenses (such as additional insurance coverage);
- ✚ Need not bear utilities charges but can:
 - Mutually agree with the fixed-line licensees on how to calculate the utility costs; or
 - Require/allow the fixed-line licensees to install a separate utility meter.
- ✚ Should mutually agree with licensees on procedures for emergency access; and
- ✚ Need to allow fixed-line licensees to use the existing space and facilities to provide telecom services, regardless of whether to your building or the surrounding areas outside your development. The licensees need to make clear their intention to you.

Must I comply with the COPIF?

Compliance with the COPIF is a regulatory obligation and therefore compulsory. Not complying with the COPIF is an offence under the Telecommunications Act.

If you need more information, you can refer to the full COPIF document at <https://www2.imda.gov.sg/regulations-and-licensing-listing/code-of-practice-for-information-communication-facilities-in-buildings> or you can email interconnect@imda.gov.sg.

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