

Original COPIF Guidelines		Updated COPIF Guidelines	
2.10	Responsibilities of developer or owner	2.10	Responsibilities of developer or owner (updated on 6 September 2011)
(a)	The developer or owner shall be responsible for the provision and maintenance of all the facilities within the building including the cable trays, trunkings, lead-in and underground pipes, manholes, main distribution frame room, telecommunication equipment room, telecommunication risers, etc., and ensure that they are in good serviceable condition and accessible to the licensees' personnel at all times.	(a)	The developer or owner shall be responsible <u>at its own expense</u> for the provision and maintenance of all the facilities within the building, including <u>but not limited to the facility records</u> , cable trays, trunking, lead-in and underground pipes, manholes, main distribution frame room, telecommunication equipment room <u>and</u> telecommunication risers, and <u>for ensuring</u> that they are in good serviceable condition and accessible to the licensees' personnel at all times.
(b)	The developer or owner shall assist the licensees for drilling through concrete floor or walls of buildings that form part of the facilities for telecommunication within the building.	(b)	The developer or owner shall assist the licensees <u>at its own expense</u> for drilling through concrete floors, <u>ceilings</u> or walls of buildings that form part of the facilities for telecommunication within the building
(c)	Where additional cables need to be installed inside the building to meet tenants' increased demand for telephone lines, the developer or owner shall promptly assist the licensees during the cable installation work, such as the removing and reinstating of fire stopping material sealing the floor opening inside the telecommunication risers or opening up of ceiling boards/panels.	(c)	Where additional cables need to be installed inside the building to meet tenants' increased demand for telephone lines <u>or other fixed-line telecommunication services</u> , the developer or owner shall promptly assist the licensees <u>at its own expense</u> during the cable installation work, <u>including but not limited to</u> the removing and reinstating of fire stopping material sealing the floor opening inside the telecommunication risers or opening up of ceiling boards/panels

(d)	The developer or owner shall ensure that adequate security measures are taken at the main distribution frame room, telecommunication equipment room and telecommunication risers to pre-empt trespassing by any unauthorised personnel. Under no circumstances should the main distribution frame room, telecommunication equipment room and telecommunication risers be used for any other purpose such as a store room. The developer or owner shall hand over the main distribution frame room, telecommunication equipment room and telecommunication risers to the licensees through the Telecommunication Facility Co-ordination Committee upon acceptance of the facilities by the licensees, for their deployment of telecommunication services.	(d)	The developer or owner shall ensure <u>at its own expense</u> that adequate security measures are taken at the main distribution frame room, telecommunication equipment room and telecommunication risers to pre-empt trespassing by any unauthorised personnel. Under no circumstances should the main distribution frame room, telecommunication equipment room and telecommunication risers be used for any other purpose such as a store room. The developer or owner shall hand over the main distribution frame room, telecommunication equipment room and telecommunication risers to the licensees through the Telecommunication Facility Co-ordination Committee upon acceptance of the facilities by the licensees, for their deployment of telecommunication services.
		(e)	<u>For the avoidance of doubt, the developer or owner shall be responsible to carry out the foregoing at its own expense. In particular, the developer or owner shall not pass on any costs or expenses to the licensees for any installation or maintenance work related to the provisioning of fixed-line telecommunication services to the building, including but not limited to drilling and reinstatement costs, non-refundable deposits, premiums for purchase of additional insurance, blue prints or site maps and escort or security charges.</u>

2.11	Broadband enabling cables	2.11	Broadband enabling cables (updated on 6 September 2011)
(c)	<p>However, in multi-tenanted buildings, tenants or lessees have the choice of getting any licensee to provide any telecommunication services. A tenant or lessee may lease the broadband enabling cables provided by the developer or owner based on commercial arrangements, or they may use the cables provided by a licensee. The developer or owner shall allow any licensee to provide telecommunication cables to the building to serve any tenant or lessee, should the latter require the use of such cables.</p>	(c)	<p>However, in multi-tenanted buildings, tenants or lessees have the choice of getting any licensee to provide any telecommunication services. A tenant or lessee may lease the broadband enabling cables provided by the developer or owner based on commercial arrangements, or they may use the cables provided by a licensee. The developer or owner shall allow any licensee to provide telecommunication cables to the building to serve any tenant or lessee, should the latter require the use of such cables. <u>Where the tenant or lessee subscribes to the telecommunication service of any licensee, the developer or owner shall promptly assist the licensee at its own expense during the cable installation works in accordance with the provisions under paragraph 2.10.</u></p>
(d)	<p>The developer or owner is required to refer to the COPIF when planning or installing their own broadband enabling optical fibre cables. They should install their cables in a separate communication riser. However, in the absence of any communication riser in existing building, approval from IDA must be sought for using the telecommunication riser which is designated for the licensees' use. IDA may accede to the requests from the developer or owner to use the telecommunication riser where there is enough space for all users to share.</p>	(d)	<p>The developer or owner is required to refer to <u>and comply with</u> the COPIF when planning or installing their own broadband enabling optical fibre cables. They should install their cables in a separate communication riser. However, in the absence of any communication riser in existing building, <u>prior</u> approval from IDA must be sought for using the telecommunication riser which is designated for the licensees' use. IDA may accede to the requests from the developer or owner to use the telecommunication riser where there is enough space for all users to share.</p>

(e)	In relation to paragraph 2.11 (d), the developer or owner or its tenant must remove its telecommunication cables from the telecommunication risers, if there are not sufficient space for the licensees' use.	(e)	In relation to paragraph 2.11 (d), the developer or owner or its tenant must remove its telecommunication cables from the telecommunication risers <u>at its own expense</u> , if there <u>is insufficient</u> space for the licensees' use.
(f)	In addition where the telecommunication risers are congested with cables, the developer or owner shall arrange for their contractor to remove the unused cables which are left over by their former tenants so that there will be enough space for new cables to be laid.	(f)	In addition, where the telecommunication risers are congested with cables, the developer or owner shall arrange <u>at its own expense</u> for their contractor to remove the unused cables which are left over by their former tenants so that there will be enough space for new cables to be laid. <u>The developer or owner may, at its own expense and subject to the licensee's agreement, allow the licensee to use an alternative communication riser and provide the licensee with full access to such a communication riser in the same manner as the access to be provided for telecommunication risers as specified in paragraph 2.10.</u>