Full company name of Acquirer: \_\_\_\_\_\_\_\_\_\_\_\_\_

Execution date of Duct Access Agreement: \_\_\_\_\_\_\_\_

Request No: xxxxxM01

Design & Construction Proposal (M0)

For the installation of

Telstra Leased Sub-duct or Fibre.

This D&CP form is to be used for all Duct access construction projects.

**Telstra Initial Point of Contact**

**ATTENTION: Duct Delivery Group**

**E-mail :** [**facilitiesaccessductgroup@team.telstra.com**](mailto:facilitiesaccessductgroup@team.telstra.com)

Table Of Contents Page

[1. Introduction 3](#_Toc254177105)

[1.1 Purpose 3](#_Toc254177106)

[1.2 Project scope 3](#_Toc254177107)

[1.2.1 The Acquirer’s Project Scope of Work contains: 3](#_Toc254177108)

[1.3 Definitions 3](#_Toc254177109)

[2. Project route description 4](#_Toc254177110)

[2.3.1 Telstra accredited contractor 5](#_Toc254177111)

[2.3.2 Contractor responsibility 5](#_Toc254177112)

[2.4 Terms and conditions 5](#_Toc254177113)

[2.5 Materials 6](#_Toc254177114)

[3 Operational health & safety. 7](#_Toc254177115)

[3.1 OH&S general. 7](#_Toc254177116)

[3.2.1 Knowledge 7](#_Toc254177117)

[3.2.2 Legislative compliance 7](#_Toc254177118)

[3.2.4 Incident notification 7](#_Toc254177119)

[3.3 Non conformance 8](#_Toc254177120)

[4 Environmental matters 8](#_Toc254177121)

[4.1 The Acquirer and the Approved Contractor must: 8](#_Toc254177122)

[4.2 Environmental incidents. 8](#_Toc254177123)

[D & C P Variation Form 9](#_Toc254177124)

# 1. Introduction

## 1.1 Purpose

The purpose of this document is to outline the project scope and the project description for the purposes of obtaining Telstra’s approval for the Acquirer to proceed with the proposed project, in accordance with the FA11, CRA11 or TWA Facilities Access to Ducts Agreement.

## 1.2 Project scope

The Acquirer is proposing to undertake the installation of underground communications infrastructure within the      area. This will consist off     .

### 1.2.1 The Acquirer’s Project Scope of Work contains:

* Scope of works.
* Design / Technical drawings.
* Project start & finish dates.
* List of requirements with which the Acquirer and its contractors must comply as per sections 2.3.1 to 2.3.2.
* Associated documentation, permits, approvals and other requirements to be obtained /provided by the Acquirer or its contractors as per section 2.4.

**These project requirements are listed within this D & CP**

## 1.3 Definitions

|  |  |
| --- | --- |
| AR  DD  EIC  PM  ROW  WD | Access Route – duct route accessed including distance to TEBA area when termination in TEBA involved.  Design Drawing  External Interconnection Cable  Project Manager  Right of Way  Working Drawing |

Terms used in this D&CP that are not defined have the meaning in the Acquirer’s FAA, CRA or TWA (as applicable).

# 2. Project route description

**2.1 A Description of Scope Of Works**

The works shall consist of the following:

From (‘A’ end address):

To (‘B’ end address):

See attached Design Drawing: Insert as Object here.

**2.2 Breakdown of Scope Of Works**

A.0 Drilling of a breakout in Telstra manholes

B.0 Splice/loops installation

C.0 Leased length

D.0 Sub –duct/fibre cable haul

E.0 Copper cable haul

F.0 Sealing breakouts between carriers

G.0 Labelling

H.0 Backhaul access (OFTU)

I.0 Multiple Subduct Joiner (H Joint)

**A.0** **Telstra breakout (see drawing attached)**

Breakouts installed using the following method:

**B.0** **Splice and or loops (see drawing attached)**

Splice and or loops installed using the following method: \_\_\_\_\_\_

**C.0** **Telstra leased route (see drawing attached)**

AR measured in       metres of duct and       metres of tunnel, including distance (m) from cable chamber to the TEBA area.

**D.0** **Sub-duct / fibre cable haul (see drawing attached)**

Cable route -      F cable to be hauled in       installed sub-duct in Telstra infrastructure. As per duct configuration shown in Preliminary Study Request:       sub-duct/fibre installed using the following method:

**E.0** **EIC cable haul (see drawing attached)**

Cable route -       per copper cable to be hauled by       installed in Telstra conduit infrastructure. As per duct configuration shown in       study using the following method:

**F.0 Breakout sealing**

Where       telecommunications network integrates with Telstra’s telecommunications network, Duct seals will be installed to Telstra standards as per the documentation on Telstra Wholesale website.

**G.0** **Labelling**

All sub-duct, optical fibre cable, splice/loops and breakouts shall be tagged and labelled appropriately by       or its contractor.

**H.0** **Backhaul access (OFTUs)**

OFTU location-       No of Acquirer’s cable-       Length of Acquirer’s Optical Fibre cable/s-       meters.

Rack location for each Acquirers cable (Pigtail) termination-       Warren & Brown Ducting-

Contractor \_\_\_\_\_\_\_\_\_\_\_

**I.0** **Multiple Subduct Joiner (H Joint)**

Multiple Subduct Joiner location/s-

Please attach detailed technical drawings of the manhole / pit showing sufficient detail to allow Telstra to effectively assess the impact of the Multiple Subduct Joiner and flow of the proposed Multiple Subduct Joiner with respect to other plant within the manhole / pit and detail of the subduct flow within the manhole / pit –      .

### 2.3.1 Telstra accredited contractor

The Acquirer’s contractor/s, including such contractor’s staff and sub-contractors, employed by the Acquirer to carry out works under this D&CP shall be Telstra accredited contractors.

The Telstra accredited contractor authorised by the Acquirer to complete construction on behalf of the Acquirer (**Approved Contractor**) is: \_\_\_\_\_\_\_\_\_\_\_\_

**Please note, the above-mentioned contractor/s have been engaged to carry out works and is/are not simply being considered to carry out works.**

### Contractor responsibility

The Approved Contractor shall be responsible for ensuring that its staff and sub-contractors possess the necessary accreditation & competencies to perform the works being carried out under this D&CP.

Ie:       passports, confined space, gas detection & manhole rescue endorsements for Duct access.

## 2.4 Terms and conditions

**2.4.1** **Variations**

Where a duct nominated by Telstra for access by the Acquirer is found to be unusable (eg blocked Duct) or a variation to this D&CP is otherwise required, the Acquirer must notify [the Telstra representative nominated in the Acquirer’s FAA, CRA or TWA / Telstra’s Technical Point of Contact] of the situation.

[The Telstra representative / Telstra’s Technical Point of Contact] will advise the Acquirer of an alternative duct that may be used by the Acquirer. An inspection of the alternative duct may be undertaken by Telstra prior to this occurring.

Once [the Telstra representative / Telstra’s Technical Point of Contact] has approved an alternative solution, work may commence. All variations to this D&CP must be approved by [the Telstra representative / Telstra’s Technical Point of Contact] before the Acquirer commences work.

The Acquirer must comply with sections 2.4.2 and 2.4.3 below in relation to any variations.

**2.4.2** **Approvals –** The Acquirer is responsible for obtaining all necessary permits and approvals, and complying any applicable statutory requirements, prior to commencing construction works under this D&CP. The Acquirer and Approved Contractor must comply with all applicable requirements under the Acquirer’s Facilities Access Agreement or Customer Relationship Agreement (as applicable) when carrying out any works.

**2.4.3** **Drawings -** The Acquirer or Approved Contractor will be responsible for providing relevant as-built documentation for the entire length of the asset construction within Telstra’s Ducts. Such drawings are to be provided to Telstra upon completion of the works. As-built drawings are to include cable, slack coil metre-ages and cable run metre-ages to       Fibre Design Specification.

**2.4.4** **Warranty -** The Acquirer and Approved Contractor shall warrant all works performed on the project for a 12-month period. Such warranty will take effect on the date that the joint completion inspection is successfully completed and will continue for 12 months from that date.

## 2.5 Materials

The Acquirer will supply:

      Optical fibre cable

Multiple Subduct Joiner manufacturer and type.

EIC

Cable Manufacturers name

Cable type

Cable pairs

Termination blocks

The Acquirer will supply all other approved materials that are required.

# 3 Operational health & safety.

## 3.1 OH&S general.

The Acquirer and the Approved Contractor are obliged to provide and maintain, so far as is practicable, a working environment for their employees, contractors and members of the public that is safe and without risk to health. As a condition of this D&CP, the Acquirer and the Approved Contractor must ensure that any contractors or sub-contractors that may be engaged to perform a service on their behalf will, at all times, identify and exercise all necessary precautions for the health and safety of all persons (including the Acquirer’s and Approved Contractor’s contractors and employees and members of the public). The Acquirer and the Approved Contractor will comply with all directions by Telstra relating to Occupational Health and Safety (**OH&S**).

**3.2 OH&S requirements**

## 3.2.1 Knowledge

The Acquirer and the Approved Contractor will educate themselves regarding all OH&S policies, procedures and measures implemented or adopted by Telstra and/or the occupiers of any premises at or within which the Acquirer or the Approved Contractor will perform works under this D&CP. The Acquirer and the Approved Contractor will comply with all such policies, procedures and measures and, in the event of any inconsistency, will comply with such procedures or measures that provide the greatest level of health and safety.

### 3.2.2 Legislative compliance

The Acquirer and the Approved Contractor must comply with, and ensure that their employees, contractors and agents comply with, any Acts, Regulations, local laws and by-laws, codes of practice, Australian Standards and Telstra OH&S policies and procedures that are in any way applicable to this D&CP or to the performance of any work under this D&CP.

### 3.2.4 Incident notification

The Acquirer or the Approved Contractor will promptly notify Telstra of any accident, injury, property, or environmental damage that occurs during the carrying out of works under this D&CP. All lost time incidents shall be immediately notified to Telstra. The Acquirer or the Approved Contractor will within 3 days of any such incident provide a report giving complete details of the incident, including results of investigations into its cause, and any recommendations or strategies for prevention in the future.

If the Acquirer or the Approved Contractor is required to give any notice to any other party of an accident occurring during the performance by the Acquirer or the Approved Contractor of the works under this D&CP, the Acquirer or the Approved Contractor (as the case may be) will at the same time or as soon thereafter as is possible in the circumstances give a copy of the notice to Telstra.

## 3.3 Non conformance

If during the performance of the works under this D&CP, it is the opinion of Telstra that the Acquirer or the Approved Contractor is:

* not conducting the works in compliance with applicable OH&S management procedures, relevant legislation or health and safety procedures; or
* conducting the work in such a way as to endanger the health and safety of any person or to threaten any plant, equipment or materials,

upon notice from Telstra, the Acquirer or the Approved Contractor must promptly remedy such situation.

The Acquirer and/or the Approved Contractor may be directed by Telstra to suspend work under the D&CP until the Acquirer or the Approved Contractor (as applicable) satisfies Telstra that the work will be resumed in conformity with the applicable health and safety provisions.

If the Acquirer and/or the Approved Contractor fail to rectify any breach of health and safety for which the work has been suspended, or if the Acquirer’s and/or the Approved Contractor’s performance has involved recurring breaches of health and safety, Telstra may terminate the D&CP in accordance with the Acquirer’s Facilities Access Agreement or Customer Relationship Agreement (as applicable).

## Environmental matters

## 4.1 The Acquirer and the Approved Contractor must:

* comply, and ensure that each of their contractors and employees complies, with all requirements of Laws for the protection of the environment;
* demonstrate whenever reasonably required by Telstra that the requirements of all Laws for the protection of the environment have been met; and
* promptly report in writing to Telstra any environmental damage, impact, difficulties or other problems that arise in the course of execution of the works.

## 4.2 Environmental incidents.

The Acquirer and the Approved Contractor are responsible for and must at their own cost make good any damage to the environment caused by a breach of their obligations,

# D & C P Variation Form

This form can be used for initiating any cable route change proposal. (not mandatory)

**ROUTE CHANGE PROPOSAL**

**RCP No.**

Date forwarded to      :

Date forwarded to contractor:

Location of change (refer to route plan)

Project name:       Distribution:

Sub project name:             Contractor:

Project no:

Sub project no:

Shire/Council:

Extent (nominate streets, mark or grid locations 1:100,000 maps)

AGM grid ref.

From:

To:

Length of change:       Approx. km       All

Date environmental notified

Date environmental cleared

ROW cleared: Yes  No

Has the previous route been engineered? Yes  No

Has ROW on previous route been cleared? Yes  No

Does the Shire Engineer need to be notified? Yes  No

If yes, date notified:       Property owners affected? Yes  No

Other factors: Attached sketch = 1:100,000 Map       DD/WD drawings

New route = inside / outside of design corridor other

Impact of change:

Remarks:

Name of person(s) initiating route change:       Date

Concurred in by (     -PM):       Date

Concurred in by (Contractor):       Date

**Approval and supporting documentation required prior to distribution.**

**Intentionally left Blank**

**Design & Construction Proposal Signoff Sheet**.

Order no: **xxxxM01**

Linked request: **xxxxxC01**

|  |  |  |
| --- | --- | --- |
| Site address: |  | |
| Acquirer Contact Point for technical enquires | Name: | |
| Phone:  E-mail: | | Fax: |

**Required route length**

|  |  |  |
| --- | --- | --- |
| Sub-duct distance (M) |  | |
| Tunnel distance (M) |  | |
| Bare Fibre distance (M) |  | |
| TEBA distance (M) |  | |
| Total route length (M) |  | |
| Splice / loops |  |  |
| Breakouts |  | |
| Multiple Subduct Joiner/s |  | |

|  |  |
| --- | --- |
| EIC – MDF allocation | |
| Vertical: | Blocks: |

Length of each OF cable within the Telstra exchange (i.e. cable chamber to TEBA):       metres

Number of Acquirers cable:

Position of OFTU:

Length of Acquirers OF cable or EIC Length :

Rack location or designation for each Acquirer cable (Pigtail) termination: Warren & Brown Ducting: YES  NO

**Installation timing schedule**

**(Starting from sub-duct to final Acquirer inspection)**

|  |  |
| --- | --- |
| Commence installation | Complete installation |
| Date: | Date: |

**All builds must be completed within 90 business days and**

**followed within 2 days with a JCI / DBoR Study request**

**Intended term of Facilities Access leasing period**

Sub-Duct - between (2-15 years)

**Sign off**

|  |  |
| --- | --- |
| Checked by: |  |
| Approved by: |  |