

Appendix II

Building indoor and outdoor telecommunication equipment
planning/ review / inspection application form

1. Basic information (to be provided by the builder)

Case no.:Date: (mm/dd/yy)

Builder	Name (or company name)		Personal ID no. or business administration no.												Tel	
			Mail address													
Designer	Name		Class and no. of commencement of business certificate / practice license											Tel		
	Name of business entity/office		Address of business entity/office													
	Uniform invoice no. of withholder															
Contractor	Name of telecommunication engineering firm		Registration license no.											Membership certificate no. of relevant trade association of current year		
	Name of appliance installer		Registration license no.											Membership certificate no. of electric engineering trade association		
	Uniform invoice no. of business											Business address		Tel		
Building information	Building address											Land no. of building		Building license no.		
	Building name											Total floor area:	m ²	Job site footprint:	m ²	
	Construction commencement and completion dates	Fromto										Tel, job site				
	Land purpose	<input type="checkbox"/> Residential <input type="checkbox"/> Office <input type="checkbox"/> Business <input type="checkbox"/> Hospital <input type="checkbox"/> School <input type="checkbox"/> Others														
	No. of cable pairs or cores	<input type="checkbox"/> pairs of cables to be introduced <input type="checkbox"/> cores of optical fiber cables at the subscriber side										No. of stories	stories underground	stories above ground	buildings stories and units	
Telecommuni- cation room installation	<input type="checkbox"/> 1. Telecommunication room is required: <input type="checkbox"/> More than 48 cores of optical fiber cables at the subscriber side of building; or <input type="checkbox"/> More than 20 pairs of cables to be introduced to a building that has 5 or more stories and a basement. <input type="checkbox"/> 2. Telecommunication room is not required: none of the above										Size of telecommunication room: <input type="checkbox"/> > 3.6 m ² ; <input type="checkbox"/> > 7 m ² ; <input type="checkbox"/> > 14 m ² <input type="checkbox"/> > 20 m ² ; <input type="checkbox"/> > 30 m ² ; <input type="checkbox"/> > 43 m ²					
Doc. Provided	One complete set of design drawings of building indoor and outdoor telecommunications equipment, including plans, layouts, riser diagrams and a map indicating job site location, in quadruplet.															
Remark	1. The application form is in quadruplet; one sheet is kept by each of the two receiving entities upon completion of application and, for the other two sheets, one by each of the inspection institute and builder at the end of inspection. 2. For the telecommunications equipment design drawings and design list provided, one set is kept by each of the two receiving entities upon completion of application and, for the other two sheets, one by each of the inspection institute and builder at the end of inspection. 3. For a building with no name, the word “none” shall be provided for the building name. 4. For the design drawings to be provided by the builder according to the requirements of building management, the relevant requirements shall apply. 5. The contractor shall provide the photocopies of registration license and membership certificate of current year for examination.															

2. Design drawing certification: (per the Building Act and Professional Engineers Act by certifier)

Date: (mm/dd/yy)

Certifier	Name		Class and no. of commencement of business certificate / practice license		Tel		Signature of certifier	
	Name of business entity/office		Address of business entity/office					
	Uniform invoice no. of withholder							

3. Planning: (to be completed by telecommunications enterprises that provide telecommunications service and cable radio and television system operators using fixed communication network architecture)

planning for telecommunication: (mm/dd/yy) Date of planning for cable radio and TV: (mm/dd/yy)

Telecommu- nication company		Uniform invoice no. of business									Company address	
Cable radio and TV company		Uniform invoice no. of business									Company address	
Matters to be done during building	Entrance conduits	<input type="checkbox"/> x mm elevated conduits <input type="checkbox"/> x mm buried conduits		Comments for planning		Name of supervisor		Name of case officer		Company seal		
	<input type="checkbox"/> Telecommunication room; or <input type="checkbox"/> General wiring box	<input type="checkbox"/> stories above ground; <input type="checkbox"/> stories underground	Size: m ²			Tel						
		Location of cables between entrance conduit(s) and telecommunication room or general wiring box after consultation			Comments for planning		Name of supervisor		Name of case officer		Company seal	
							Tel					

4. Review: (to be completed by the inspection institute) Type of inspection: ☐A1 ☐B1 ☐C1 ☐D1 ☐E1 ☐A2 ☐B2 ☐C2 ☐D2 ☐E2 ☐A3 ☐B3 ☐C3 ☐D3 ☐E3

Date: (mm/dd/yy)

Inspection institute	Name			Address				Seal of approval by inspection institute	
	Inspector	Name		Professional engineer certificate no.		Tel			
Remark	For failure of review, the builder will be informed by a letter stating that the builder may apply for a new review according to applicable requirements.								

5. Inspection:

Date: (mm/dd/yy)

Inspection institute	Name			Address				Seal of approval by inspection institute	
	Inspector	Name		Professional engineer certificate no.		Tel			
Type of approval				Remark	For failure of inspection, the builder will be informed by a letter stating that the builder may apply for a new inspection according to applicable requirements.				