

Guidelines for Property owners dealing with Blocked Ducting.

NOTE: Issues relating to Ducting should be resolved by a competent person or Contractor.

The meanings of capitalised terms when used in this document are explained in the Acronyms section at the end of the document.

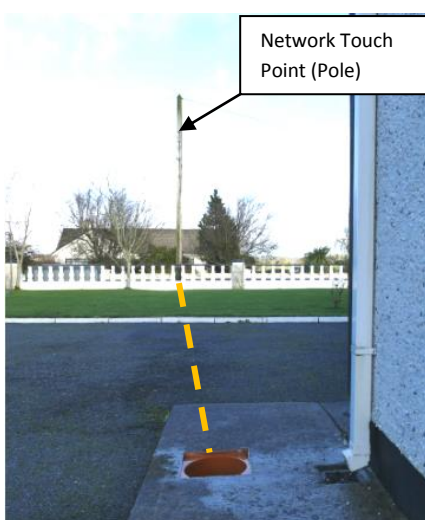
For premises where Telecoms infrastructure is delivered via an underground duct, it is the responsibility of the property owner to ensure that this duct is not damaged or blocked and there is a free moving Draw Rope installed.

The property owner should ensure their duct is fit for purpose in advance of placing an order, to provide adequate time to resolve any issue that might exist.

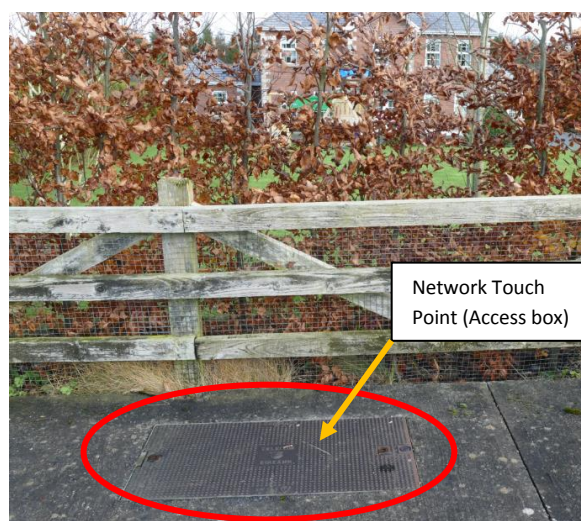
Damaged or blocked ducting will prevent or delay service being installed in the premises.

Duct route.

- The duct will run from the premises access point to the Network Touch Point.
- The Network Touch point can be either a Telephone pole or an Access box.
- The ends of the duct should be identified both at the premises and at the Network Touch Point.
- Locating both ends of the duct will establish if there is a Draw Rope present.
- Depending on the length of the duct (> 50 m) there may one or more access boxes along the length of the duct. Each box should be opened for inspection.
- A Cat and Genny can be used to identify the duct route if necessary.



Network Touch Point is a pole.
Probable duct route to NTP.



Network Touch point is an Access box.



Premises where access box is fitted and duct is fitted on external wall.



Premises where access box is fitted and duct enters premises under the floor.



Premises where an access box and ETU are fitted.



ETU at premises with draw rope installed.



Network touch point with multiple ducts. A draw rope present in one duct.



Duct at network touch point.
No draw rope present.

Draw Rope present *(The network touch point is a pole)*

If there is a draw rope present then it is possible to establish if the duct is blocked by pulling the rope back and forth within the duct. This procedure should be carried out by two competent people. If the rope moves freely then the duct should be free of obstructions.

This Duct can be considered Fit for Purpose for the installation of Fibre or other telecoms services.

Note: *(It is essential to ensure that the rope is securely fastened at both ends before carrying out this procedure to avoid inadvertently pulling the rope into the duct.)*

Where the duct enters the premises under the floor, the customer must locate the end of the duct internally. Otherwise it may be necessary to install a new duct between the nearest Access box and the external wall of the premises.

A rope is present but it will not move freely:

This duct may be blocked at some point along its length.

A contractor is required to unblock the duct and ensure the Draw Rope is free moving.

Tasks involved in unblocking a duct:

- Locate the ends of the duct.
- Locate and open any access boxes along the duct route.
- Rod the duct from each access point.
- Rod will stop at point of blockage.
- Withdraw rod from duct and lay on ground along route of duct.
- Blockage will be located at the end of the rod.
- Civils work is required to expose the duct and unblock.
- An Access box should be installed at the point of the blockage.
- Continue this process until the duct has been Rodded from end to end.

No rope present:

A Draw Rope must be installed.

- Rod the duct.
- Attach a rope to the end of the rod.
- Pull the rope into the duct by pulling the rod out of duct.

The Network Touch Point is an Access box: (Not a pole)

In this circumstance it will not be possible to test the draw rope if one is present.

The following procedure should be followed:

- The duct location should be identified at the premises boundary. (Close to the NTP)
- Civils work should be executed to expose the duct and an Access box installed.
- Check the rope is free moving. (If a rope is present)
- Unblock duct if necessary.
- Install a rope if no rope is present.

If installing a rope, it should be long enough to reach past the newly installed Access Box to 1 Metre past the Network Touch Point. (Access box) The additional rope should be left coiled safely in the newly installed Access box. The rope should be securely fastened at both ends.

Acronyms:

ETU	External Termination Unit	Telecoms connection box installed in the external wall of the premises generally when the premises is initially being constructed. <i>(IP66 rated external junction box of dimension W 150mm x H 230mm x D 150mm.)</i>
FTTH	Fibre to the home.	Fibre broadband service which is delivered into the premises via a Fibre Optic cable.
	Access Box	An access box (sometimes called a small access chamber) is a plastic or concrete structure set below ground with a lid flush to the surrounding surface to facilitate the installation and maintenance of the Telecoms duct and fibre cable.
	Draw Rope	(Sometimes called the Draw Wire.) A rope (usually 6 mm nylon) inserted in a duct for the purpose of pulling a cable through the duct during service installation or maintenance.
NTP	Network Touch Point	(Sometimes called the Distribution Point.) The point on the open air network from where service will be delivered. It can be a telephone pole or an underground box or chamber.
	Cat and Genny	A hand held electronic device used to identify the route of underground cables.