

## **Confidentiality of information- Issuing of reports**

The following document provides information related to the VTI Services policy and procedures of the release of NATA reports related to commissioning agents and where applicable to the specifier of the service.

The generation of NATA reports related to the review of infield testing of telecommunication past the network boundary falls into two broad categories:

1. Verification of test data against published national standards; and
2. Verification of test data against specifier requirements which may include, in part, verification to published national standards.

### **Reports against National Standards**

For verification services of test data against published national standards, all reports and other associated information is only available to the commissioning agent. Reports cannot and will not be released to any other parties.

### **Reports against specific specified requirements**

For verification services of the test data against specifier requirements, the assessment and report requirements are set by the specifier. The specifier's requirements are normally based on a published standard and include any additional requirements of the specifier. These additional requirements often include a requirement to obtain a copy of all reports generated for test data associated with their sites directly from the inspection body.

If there is a requirement for the specifier to obtain a copy of all reports directly from the inspection body, these obligations are embedded within the reporting process with equal status to other requirements.

As such, no report can be generated indicating that the specifier's (additional) requirements have achieved compliance without issuing the report to the specifier, unless an exemption has been issued. In such cases, the exemption must be in writing from the specifier and shall form part of the report.

### **Rationale**

In part - Specifiers are often responsible for the acceptance of the project at practical completion. Due to the high level of importance associated with telecommunication services, the status of the telecommunication cabling within a project is a major consideration for accepting a building as being suitable for occupancy.



Due to the nature of project delivery, fully compliant test results related to telecommunication infrastructure may not be available at practical completion of a project. This could well delay the occupancy of the building and delay the practical completion process.

Issuing the NATA report directly to the specifier enables the specifier to assess the risk in accepting the building, which assists them to accept the building for occupancy and limits delay in payment associated with practical completion.

### **Options**

If a commissioning agent requires assessment against specifiers requirements and does not wish their reports to go directly to the specifier on generation of the report the following options exist:

1. Request an exemption in writing from the specifier stating that reports are not to be sent directly to the specifier. As this requirement is in conflict with the specifier's requirements, in order to meet our NATA obligations a note will be required to be inserted within the report along with a copy of the exemption;
2. A report can be initially generated against matching specifier requirements and the test data reviewed as a non specifier project. Test data can then be resubmitted for reassessment for the specifier if the first results achieved compliance. In order for this to occur the specifier would need to give permission for their assessment criteria to be accessed. Additional charges would apply; or
3. A report could be generated against a National published standard and the results could be resubmitted for verification against the specifiers requirement after compliance to the national standard has been achieved. It should be noted that the specifiers additional requirements may affect the compliance status. Additional charges would apply.