

INTERCOMPANY SERVICES COORDINATION PLAN
UNIVERSAL SYSTEM SERVICE ORDER
ABBREVIATIONS AND FIELD IDENTIFIERS

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1. GENERAL

1.01 This section contains a list of standard abbreviations and Field Identifiers (FID's) that can be used on a Universal System Service Order (USSO). Only abbreviations listed in this section may be used on a USSO. Additional FID's may be used on a USSO if approved by the A.T.&T. — Post Completion USO Committee.

2. ABBREVIATIONS

2.01 The following alphabetical list includes all abbreviations in common use on USSO's. FID's and company names are included in this list. If the required abbreviation is not listed in this section, the word should be spelled out on the USSO in order to promote ease and accuracy of interpretation at the receiving point.

- A -

| | |
|-------|---|
| ABC | — Answer-Back Code |
| ABD | — Average Business Day |
| ABT | — About |
| AC | — Alternate Call Listing |
| ACD | — Automatic Call Distributor |
| ACO | — Accounting Control Office |
| ACOLI | — Advance Circuit Order and Lay-out Information |
| ACTP | — Associated Company To Provide |
| ADDL | — Additional |
| ADIS | — Automatic Data Interchange System |

| | |
|---------|--|
| ADP | — Automatic Data Processing |
| ADSI | — Administrative Design Service Information |
| ADV | — Advertising Disposition |
| AKRO | — Acknowledge Receipt Of |
| AL | — Additional Listing |
| ALT | — Alternate Use |
| AMA | — Automatic Message Accounting |
| AMC | — Account Manager Code |
| ANC | — All Number Calling |
| ANI | — Automatic Number Identification |
| AP | — Advance Payment |
| APP | — Application Date |
| APT | — Apartment |
| ASCII | — American Standard Code for Information Interchange |
| ASSD CO | — Associated Company |
| ASR | — Automatic Send and Receive (Teletypewriter) |
| AT&T | — American Telephone and Telegraph Company |
| AUTO | — Automatic |
| AV | — Avenue |

- B -

| | |
|------|-------------------------------------|
| BA1 | — Billing Address |
| BAT | — Battery |
| BC | — Bellcom, Inc. |
| BC | — Billing Cease Date |
| BCO | — Bill In Care Of |
| BCST | — Broadcast |
| BDN | — Bank Draft Number |
| BET | — Between |
| BG | — Billing Group |
| BI | — Billing Instructions |
| BIR | — Bell Independent Relations |
| BIT | — Binary Digit |
| BLDG | — Building |
| BLVD | — Boulevard |
| BN1 | — Billing Name |
| BPS | — Bits Per Second |
| BRDG | — Bridge |
| BT | — Billing Title |
| BTL | — Bell Telephone Laboratories, Inc. |

SECTION 010-520-113

- B - (Cont'd)

BTN — Billing Telephone Number
 BUS — An Electrical Conductor,
 Channel or Line
 BUS — Business
 BY — Busy

- C -

CA — Bell Canada
 CAMA — Centralized Automatic Message
 Accounting
 CAN — Cancel
 CAO — Completed As Ordered
 CATV — Community Antenna Television
 CB — Cincinnati Bell, Inc.
 CBA1 — Closing Billing Address
 CBN1 — Closed Billing Name
 CC — Credit Classification
 CCL — Contracting Customer's Location
 CCN — Contracting Customer's Name
 CCSA — Common Control Switching
 Arrangement
 CCT — Complete Calls To
 CD — Completion Date
 CDC — Call Directing Code
 CDO — Community Dial Office
 CDST — Central Daylight Saving Time
 CONFIG — Confirming
 CI — Credit Information
 CIO — Confirming Informal Order
 CKL — Circuit Location
 CKT — Circuit Number
 CO — Company
 CO — Central Office
 COB — Close Of Business
 COLR — Circuit Order Layout Record
 COMBD — Combined
 COML — Commercial
 COMPLN — Completion
 CON — Customer Contact
 CONF — Conference
 CONN — Connecting
 COTM — Customer Owned and Telephone
 Company Maintained
 COS — Customer's Other Service
 CP — Chesapeake and Potomac
 Telephone Companies, The
 CPE — Customer Provided Equipment
 CR — Cross Reference Listing
 CRO — Complete With Related Order
 CSA — Communications Service
 Authorization

CS — Class of Service
 CST — Central Standard Time
 CTBM — Chief Testboard Man
 CTL — Control
 CTN — Contact Telephone Number
 CTX — Centrex System Number
 CTXCO — Centrex Central Office
 CTXCU — Centrex Customer
 CUS — Customer Code
 CUST — Customer

- D -

DD — Due Date
 DDA — Directory Delivery Address
 DDD — Direct Distance Dialing
 DDI — Directory Delivery Instructions
 DEL — Number of Directories
 DEP — Deposit
 DES — Description
 DEX — Diversification of Exchange
 Facilities
 DID — Direct Inward Dialing
 DIFF — Different
 DISC — Discontinue or Disconnect
 DISP — Disposition
 DLY — Daily
 DPA — Different Premises Address
 DPI — Different Premises Information
 DPS — Different Premises Subscriber
 DPT — Different Premises Telephone
 Number
 DS — Diamond State Telephone
 Company
 DSS — Direct Station Selection
 DTF — Date To Follow
 DTWX — Dial Teletypewriter Exchange

- E -

EAS — Extended Area Service
 EBD — Effective Billing Date
 ECO — Engineering Control Office
 ED — Engineering Due Date
 EDP — Electronic Data Processing
 EDST — Eastern Daylight Savings Time
 EFF — Effective
 EIR — Engineering Information Report
 EIRD — Engineering Information Report
 Date
 EMC — Engineered Military Circuit
 EMER — Emergency
 ENG — Engineer's Name

- E - (Cont'd)

ENT — Enterprise Listing
 EQPD — Equipped
 EQPT — Equipment
 EQUIV — Equivalent
 EQZR — Equalizer
 ESL — Essential Service Line
 ESO — Engineering Service Order
 ESS — Electronic Switching System
 EST — Eastern Standard Time
 ESTAB — Establish
 ETV — Educational Television
 EW — Equipped With
 EX — Serving Exchange
 EXP — Expense
 EXT — Extension

- F -

FACS — Facilities
 FADS — Force Administration Data System
 FAX — Facsimile
 FDN — Foreign Directory Name
 FIGS — Figures
 FL — Foreign Listing
 FLR — Floor
 FR — From
 FRI — Friday
 FTA — Field To Advise
 FURN — Furnish
 FYI — For Your Information

- G -

GC — Government Communications
 GMT — Greenwich Meridian Time
 GN — Good Night
 GOVT — Government
 GRD — Ground
 GR — Group

- H -

HDS — Headset
 HNDST — Handset
 HQ — Headquarters
 HR — Hour
 HU — Hangup

- I -

IAW — In Accordance With
 IB — Illinois Bell Telephone Company
 ICB — Individual Case Basis
 ICO — Independent Telephone Co.
 ICW — In Connection With
 ID — Issue Date
 INC — Incorporated
 INCG — Incoming
 INCL — Include
 INFO — Information
 INQ — Inquiry
 INTMT — Intermittent
 I-O — Input-Output
 ISC — Intercompany Services Coordination
 IX — Interexchange
 IXC — Interexchange Channel

- J -

JU — Joint User

- K -

KE — Key Equipment
 KS — Key System
 KSR — Keyboard Send and Receive
 KTU — Key Telephone Unit

- L -

LA — Listed Address
 LAMA — Local Automatic Message Accounting
 LASER — Light Amplification by Stimulated Emission of Radiation
 LDN — Listed Directory Number
 LL — American Telephone and Telegraph Company-Long Lines Department
 LN — Listed Name
 LOC — Location
 LP — Lamp
 LP — Loop
 LSPK — Loudspeaker
 LSN — Local Service Number
 LTD — Limited
 LTR — Letter

SECTION 010-520-113

- M -

MASER — Microwave Amplification by Simulated Emission of Radio Emission
 MAX — Maximum
 MB — Michigan Bell Telephone Company
 MBN — Master Bill Number
 MDST — Mountain Daylight Standard Time
 MGR — Manager
 MI — Mileage
 MIN — Minute
 MIN — Minimum
 MKTG — Marketing
 MO CHG — Monthly Charge
 MOD — Modify
 MON — Monday
 MRD — Manual Ringdown
 MS — Mountain Bell
 MSC — Minimum Service Charge
 MSD DAT — Missed Date
 MSG — Message
 MST — Mountain Standard Time
 MTG — Mounting
 MULT — Multiple
 MUNIC — Municipal

- N -

NAM — National Accounting Management
 NATL — National
 NB — Indiana Bell Telephone Company
 NCD — Negotiated Critical Dates
 NCO — Network Control Office
 NE — New England Telephone Company
 NEG — Negative
 NET — Network
 NFY — Notify
 NJ — New Jersey Bell Telephone Company
 NLST — Non-Listed Name
 NO — Number
 NORM — Normal
 NP — Non-Published Name
 NPA — Numbering Plan Area
 NRC — Non-Recurring Connection or Change Charge
 NRI — Non-Recurring Installation Charge
 NSTN — Non-Standard Telephone Number

NV — Bell Telephone of Nevada
 NW — Northwestern Bell Telephone Company
 NY — New York Telephone Company

- O -

OFC — Office
 OG — Outgoing
 OH — Ohio Bell Telephone Company
 OOB — Opening Of Business
 OTR STAT — All Other Status
 OPR — Operator, or Operate
 OPRN — Operation
 ORD — Order Type and Number
 ORG — Originator
 OTC — Operating Toll Center
 OVS — Overseas Service

- P -

PA — Bell Telephone Company of Pennsylvania
 PA — Project Announcement
 PB — Pushbutton
 PBX — Private Branch Exchange
 PCO — Plant Control Office
 PGM — Program
 PL — Private Line
 PLAS — Private Line Assured Service
 PLS — Private Line Service
 PLSEM — Private Line Station Engineering Manual
 PLT — Plant
 PLTR — Plant Representative's Name
 PN — Pacific Northwest Bell Telephone Company
 PO — Post Office
 PON — Purchase Order Number
 PRD — Pre-Installation Date
 PREM — Premium
 PRES — President
 PRIN — Principal
 PRO — Prorated Circuit Data
 PSC — Plant Service Center
 PT — Pacific Telephone and Telegraph Company
 PT — Point
 PTD — Plant Test Date
 PTN — Plant Test Number
 PU — Pickup
 PVT — Private
 PWR — Power
 PX — PBX Station or Line

- S - (Cont'd)

| | |
|------|---|
| TCI | — Transfer of Calls Information |
| TCO | — Traffic Control Office |
| TCP | — Transfer of Calls for a Specific Period |
| TCS | — Transfer of Calls With Split Intercepting |
| TCT | — Transfer of Calls T Order |
| TD | — Traffic Due Date |
| TEL | — Telephone |
| TEMP | — Temporary |
| TERM | — Terminal or Termination |
| TLG | — Telegraph |
| THUR | — Thursday |
| TN | — Telephone Number |
| TND | — Training Due Date |
| TNI | — Training Instruction |
| TO | — To Receiving Office |
| TR | — Transfer or Transmit |
| TTY | — Teletypewriter |
| TUES | — Tuesday |
| TUR | — Traffic Usage Recorder |
| TV | — Television |

- U -

| | |
|------|--|
| UCB | — Uniform Classification of Business Code |
| UFN | — Until Further Notice |
| UHF | — Ultra-High Frequency |
| USO | — Universal Service Order |
| USOC | — Universal Service Order Code |
| USSO | — Universal System Service Order or Number |

- V -

| | |
|-----|-----------------------|
| VF | — Voice Frequency |
| VHF | — Very High Frequency |
| VO | — Voice Operated |

- W -

| | |
|------|--|
| WACK | — Acknowledgement Report |
| WATS | — Wide Area Telecommunications Service |
| WE | — Western Electric Company |
| WEA | — Weather |
| WED | — Wednesday |
| WO | — Without |
| WPM | — Words Per Minute |
| WT | — Wisconsin Telephone Company |

- Y -

| | |
|-----|------------------------|
| YPA | — Yellow Pages Address |
| YPH | — Yellow Pages Heading |
| YPN | — Yellow Pages Name |

3. COMPANY, STATE AND AREA ABBREVIATIONS

3.01 For the purpose of USSO transmission, Company, State and Area abbreviations have been assigned. The following list is presented alphabetically by Company.

| | CODE | |
|--|---------|---------------|
| | COMPANY | STATE OR AREA |
| A.T.&T. General Departments | AT | |
| A.T.&T. Long Lines | LL | |
| Central | | CE |
| Eastern | | EA |
| Government | | GC |
| Midwestern | | MW |
| New York City | | NY |
| Northeastern | | NE |
| Southern | | SO |
| Western | | WE |
| Bell Canada | CA | |
| Central | | CN |
| East | | ES |
| Montreal | | ML |
| Toll Area Montreal | | TA |
| Toronto | | TR |
| West | | WS |
| Bell Telephone Company of Nevada (See Pacific Telephone and Telegraph Company) | NV | |
| Bell Telephone Company of Pennsylvania | PA | |
| Pennsylvania & Diamond State | | PD |
| Central | | CE |
| Eastern (Pennsylvania, Diamond State) | | EA |
| Eastern Area & Diamond State | | ED |
| Eastern Area — Exclusive of Diamond State | | EP |
| Philadelphia | | PH |
| Philadelphia & Eastern Area | | PE |
| Western | | WE |
| Chesapeake and Potomac Telephone Companies, The | CP | |
| Maryland | | MD |
| Virginia | | VA |
| Washington, District of Columbia | | DC |
| West Virginia | | WV |

| | CODE | | | CODE | |
|---|---------|---------------|---|---------|---------------|
| | COMPANY | STATE OR AREA | | COMPANY | STATE OR AREA |
| Cincinnati Bell, Inc. | CB | | North | | NO |
| Diamond State Telephone Company | DS | | Queens | | AU |
| Eastern Telephone and Telegraph Company | ET | | Suffolk | | SF |
| Illinois Bell Telephone Company | IB | | West | | WE |
| Chicago | | CH | Westchester | | WC |
| Downstate Area | | DA | Brooklyn | | |
| Suburban Illinois | | SL | Nassau | | |
| Suburban Indiana | | SN | Queens | | |
| Upstate Area | | UA | Staten Island | | |
| Indiana Bell Telephone Company | NB | | Suffolk | | |
| Michigan Bell Telephone Company | MB | | Northwestern Bell Telephone Company | NW | |
| Mountain Bell | MS | | Iowa | | IA |
| Arizona | | AZ | Minnesota | | MN |
| Colorado | | CO | Nebraska | | NB |
| Idaho | | ID | North Dakota | | ND |
| Montana | | MT | South Dakota | | SD |
| New Mexico | | NM | Ohio Bell Telephone Company | OH | |
| Texas (El Paso) | | TX | Northeastern | | NE |
| Utah | | UT | Southwestern | | SW |
| Wyoming | | WY | Pacific Northwest Bell Telephone Company | PN | |
| New England Telephone Company | NE | | Oregon | | OR |
| Maine | | ME | Washington | | WA |
| Massachusetts-State | | MS | Pacific Telephone and Telegraph Company, The | PT | |
| New Hampshire | | NH | Bay | | BY |
| Rhode Island | | RI | Central | | CN |
| Vermont | | VT | Central Los Angeles | | CL |
| New Jersey Bell Telephone Company | NJ | | Nevada | | NV |
| Central | | CE | Northern Counties | | NO |
| Metropolitan | | MP | Southern Counties | | SO |
| North | | NO | South Central Bell Telephone Company | SC | |
| South | | SO | Alabama | | AL |
| New York Telephone Company | NY | | Kentucky | | KY |
| Bronx | | BX | Louisiana | | LA |
| Brooklyn | | BR | Mississippi | | MI |
| Brooklyn-Queens | | BQ | Tennessee | | TN |
| Central | | CE | Southern Bell Telephone and Telegraph Company | SB | |
| East | | EA | Florida | | FL |
| Long Island Territory | | LI | Georgia | | GA |
| Manhattan | | MH | North Carolina | | NC |
| Nassau | | NA | South Carolina | | SC |
| | | | Southern New England Telephone Company | SN | |

| | CODE | STATE OR AREA |
|-------------------------------------|---------|------------------|
| | COMPANY | |
| Southwestern Bell Telephone Company | SW | |
| Arkansas | | AR |
| Kansas | | KS |
| Missouri-Illinois | | MO |
| North Texas | | NT |
| Oklahoma | | OK |
| South Texas | | ST |
| Wisconsin Telephone Company | WT | |

4. FIELD IDENTIFIERS WITH DEFINITIONS

4.01 The following Field Identifier's (FID's) are required for the preparation of Universal System Service Orders (USSO's). Some of these FID's are pre-printed on the USSO Worksheet.

FID's appear in two places on the order. Some precede the first vertical guideline and others are entered in the body of the order. Those that precede the first vertical guideline are called left-hand FID's. Some, such as BN (Billing Name), may appear only in this position. FID's that appear in the body of the order are referred to as floating FID's. When used in this manner, the FID must always be preceded by a virgule (/). The FID's in the Order Identification Section will always be transmitted as left-hand FID's.

4.02 The following list is presented alphabetically within sections following the order of the USSO. A brief definition of each FID is included along with an indication in brackets as to whether it is (LH) left-hand, (F) floating or (B) both.

APP — Application Date (F)

The date on which the customer has provided the negotiator with a firm order and sufficient information to proceed with the provision of service.

CD — Completion Date (F)

The date the order was completed.

CRO — Complete With Related Order (B)

Used to identify related orders which must be completed at the same time.

CS — Class of Service (B)

Used for entering the class of service applicable.

CTX — Centrex System Number (LH)

The management billing or account number of the Centrex system on orders where stations or miscellaneous equipment are billed on separate bills.

CUS — Customer Code (B)

A 3-digit numeric code used in addition to the telephone number to specifically identify an account.

DD — Due Date (B)

The date on which involved operating companies are obligated to meet a commitment to the customer.

EX — Serving Exchange (F)

Used for entering the exchange where the customer will be served.

ID — Issue Date (F)

This is the date on which the service order is transmitted from the originating office to the field locations or to other work locations. The originating office would be the control team in cases involving I.S.C. orders.

ORD — Order Type and Number (B)

Used to identify the order type, number and suffix(es), as applicable, for identification purposes.

ORG — Originator (B)

Used to identify the office originating the order.

RO — Related Order (B)

Used to identify related orders with different due dates.

SLS — Sales Code (F)

Used for entering the Commercial or Marketing Sales Code.

STS — Status Report Number (LH)

Used to identify the Telephone, Dataphone and/or ADNet Number(s) to which status information is to be reported.

SSN — Switched Service Number (B)

Used to identify the network telephone system number in a network switched service.

SYS — System (B)

Code to be developed locally to identify cases where separation of account data is required.

TO — (LH)

Used to identify the offices who should receive the order.

TN — Telephone Number (B)

Used to identify the existing number of established accounts. A telephone number may be entered in the TN field or following the TN floating FID.

CONTROL SECTION**ACO — Accounting Control Office (B)**

The Accounting Office responsible for billing the service.

CKT — Circuit Number (LH)

The number of the circuit or the telephone number of the service covered by this order.

CTN — Contact Telephone Number (F)

The telephone number of the contacting person.

ECO — Engineering Control Office (B)

The Engineering Office responsible for the overall engineering of the service.

ED — Engineering Due Date (B)

The date on which all information required to engineer the service is to be available. All required facilities and equipment are reserved, assigned and/or ordered.

EIRD — Engineering Information Report Date (F)

The date by which the Engineering Control Office should have received facilities and station information from Non-Control Engineering.

EMC — Engineered Military Circuit (F)

Used to advise Engineering that a government defense agency has requested that this circuit be engineered to meet special requirements.

ENG — Engineer's Name (LH)

The name of the Engineer who issued a USSO supplement.

ESL — Essential Service Line (F)

A line specially designated to provide outgoing calls during an emergency.

MSC — Minimum Service Charge (F)

Used to advise Engineering that any construction charges resulting from installing this service should be advanced to Accounting so that the customer can be billed.

NCD — Negotiated Critical Dates (LH)

Used to indicate whether or not the overall critical dates were established from Standard System Interval Guides.

NCO — Network Control Office (B)

The office designated as having control over the customer's circuits and handles all requests for service and all reports of outages and service usage for the circuits involved.

PCO — Plant Control Office (B)

The Plant Office responsible for Plant coordination of the order and for future service on the circuit.

PLTR — Plant Representative's Name (LH)

The name of the Plant Representative who issued a USSO supplement.

PRD — Pre-Installation Due Date (B)

The day on which Plant is to have everything required for the installation as prescribed on the order.

RDD — Requisition Due Date (B)

The date that the requisition for material and equipment is received by the Western Electric Company.

RSP — Restoration Priority (F)

Used to indicate that a priority has been established by the FCC or the NCS to restore this service in the event of a disaster.

SAC — Special Access Code (B)

Used to precede the originating number(s) on services such as Dial TWX and WATS when divided access lines are required.

SECO — Station Engineering Control Office (B)

The Engineering Office responsible for the station equipment engineering on the total circuit.

SID — Scheduled Issue Date (B)

The date that the USSO is to be transmitted from the originating Control ISC Team to other ISC Teams and/or other work locations.

SLSN — Salesman's Name (LH)

The name of the contact person who negotiated with the customer for the service initiated by this order.

SNI — Subscriber's Network Identification (B)

The code assigned by the subscriber to each subnetwork associated with a major network.

TCO — Traffic Control Office (B)

The Traffic Office responsible for the preparation of customer instruction material and coordination of the training.

USSO — Universal System Service Order Number (LH)

The identification number for the particular Universal System Service Order.

LISTING SECTION

ABC — Answer-Back Code (B)

Identifies the code used by a teletype station to indicate a connection has been established.

AC — Alternate Call Listing (LH)

Used to identify a listing which directs a caller to an alternate number when the preceding listed number is unattended or busy.

AL — Additional Listing (LH)

Used to identify an additional listing.

APT — Apartment (F)

Used to indicate the apartment in which service is to be installed, bills and/or directories delivered, etc.

CR — Cross Reference Listing (LH)

Used to identify a listing where the customer wishes to refer directory users to another listing.

DPA — Different Premises Address (B)

Used when items of service or equipment are located at an address different from the main service address. Each different premises address is assigned a numeric identifier.

DPI — Different Premises Information (F)

Used as a floating FID following DPA where supplemental information is required.

DPS — Different Premises Subscriber (F)

When service is extended to a different customer's premises, DPS (customer bill name) is floated following the DPA entry.

DPT — Different Premises Telephone Number (F)

Used to identify the telephone number at the premises of a different customer. It follows DPA as a floating FID.

ENT — Enterprise Listing (LH)

Used to identify an Enterprise or Special Reverse Toll Charge Listing.

FDN — Foreign Directory Name (LH)

Used to identify the directory in which a Foreign, INWATS, Enterprise Listing, etc., is to appear.

FL — Foreign Listing (LH)

Used to identify a listing which is to appear in a directory other than the customer's regular directory.

FLR — Floor (F)

Used to indicate the floor on which a customer is located for the installation of service and delivery of directories.

JU — Joint User (LH)

Used to identify a Joint User Listing.

LA — Listed Address (B)

Used to identify the address which is to be listed in the directory.

LN — Listed Name (LH)

Used to identify the customer's name as it is to appear in the directory.

LOC — Location (B)

Used to identify specific supplemental address or location information.

NLST — Non-Listed Name (LH)

Used to identify a listing which is to be listed on Traffic Department Directory Assistance Records only.

NP — Non-Published Name (LH)

Used to identify a listing which is not to appear in the customer directory, but may appear in Traffic Department Directory Assistance Records without a telephone number.

NSTN — Non-Standard Telephone Number (F)

Used to identify a telephone number for business or residence exchange service which does not have a standard configuration.

RM — Room (F)

Used to indicate the room number in which service is to be installed, bills and/or directories delivered.

SL — Secondary Listing (LH)

Used to identify a listing furnished in an additional directory beyond the primary to give a customer complete listing service.

SPL — Special Listing Text (LH)

Used to identify listing text of a narrative, descriptive or directional nature, such as night notes, night listings, etc.

UCB — Uniform Classification of Business Code (F)

The code for the account as specified in the Standard List of Classified Directory Headings.

YPA — Yellow Pages Address (B)

Used when address of yellow pages listing is to be different from the white pages address.

YPH — Yellow Pages Heading (LH)

Appropriate Yellow Pages Heading, under which business and certain residence customer's listings are to appear.

YPN — Yellow Pages Name (LH)

Used to indicate a yellow pages listing name different from the white pages name.

DIRECTORY SECTION**DDA — Directory Delivery Address (LH)**

Used to identify a directory delivery address different from the listed or service address.

DDI — Directory Delivery Instructions (B)

Used to identify special directory delivery remarks or instructions.

DEL — Number of Directories (B)

The number of directories required by the customer if other than normal delivery request, or if companies elect to make directory requests a negotiated item.

TRAFFIC SECTION**CCT — Complete Calls To (LH)**

May be used, if required locally, to identify the telephone number to which calls for an Enterprise Number are to be completed.

RTN — Reservation of Telephone Numbers (LH)

Used when telephone numbers have been reserved by Traffic.

RTNF — Reservation of Telephone Numbers Future (LH)

Used in connection with reservation of telephone numbers for future use.

TC — Transfer of Calls (LH)

Identifies a number to which calls are to be referred resulting from disconnections, number changes, etc.

TCI — Transfer of Calls Information (B)

Used to describe specific intercept instructions as required.

TCP — Transfer of Calls for a Specific Period (B)

Used to denote the date until which calls are to be referred, if other than a normal period.

TCS — Transfer of Calls with Split Intercepting (LH)

Used to identify an intercepting arrangement where the referral of calls involves two or more names.

TCT — Transfer of Calls T Order (LH)

When reverse intercept information is required such as with a delay in occupancy at the new address, the intercept instructions follow the FID TCT.

TD — Traffic Due Date (B)

The date that all traffic information is to be available.

TND — Training Date (LH)

The date on which the training is to take place.

TNI — Training Instructions (LH)

Indicates Traffic training instructions.

BILL SECTION**ADV — Advertising Disposition (LH)**

Used to specify disposition of advertising charges. Date and other special information may follow amount if desired.

AP — Advance Payment (B)

Used to indicate amount of advance payment paid by customer.

BA1 — Billing Address (LH)

Used only when the billing address is different from the listed address. When the edited billing name overflows to a second line, the second line is designated BA2.

BC — Billing Cease Date (B)

Used if required locally, where Effective Billing Date (EBD) is not used.

BCO — Bill In Care Of (LH)

Used where the customer's bill requires that an "in care of" entry be included. Used in lieu of BA1 followed by C-O or %.

BDN — Bank Draft Number (LH)

Used to identify the customer's bank number if a bank draft plan is used.

BG — Billing Group (B)

Used to associate stations to a billing group where the rating of these stations, such as for Centrex Service, is determined by a sliding scale for each billing group rather than the total system.

BI — Billing Instructions (B)

Used to cover special billing conditions where there are no USOC codes to cover the situation or where specific billing instructions are applicable to a circuit location on an intercompany USSO.

BN1 — Billing Name (LH)

Used only when the billing name is different from the listed name. When the edited billing name overflows to a second line, the second line is designated BN2.

BT — Billing Title (LH)

Used as required locally when a billing title is to appear on the customer's bill, but is not to be printed in either the directory or Traffic Department Directory Assistance Records.

BTN — Billing Telephone Number (LH)

Used to identify a billing number which is different from the telephone number (TN).

CBA1 — Closing Billing Address (LH)

Required when a single order is used to effect a change in billing responsibility where the new customer does not assume charges and where a final (closing) bill is to be rendered to the old customer. CBA1 is used to denote the first line of the old customer closing bill address and CBA2 is used if the billing address overflows to a second line. (BA1 is used for the new customer billing address, if required).

CBN1 — Closed Billing Name (LH)

Used to indicate the billing name for a closing bill when it is other than the "old" customer. When the edited closed billing name overflows to a second line, the second line is designated CBN2.

CC — Credit Classification (LH)

Used to enter a credit class being established or changed.

CCL — Contracting Customer's Location (LH)

Used to identify the address of the contracting customer when different than the billing address.

CCN — Contracting Customer's Name (LH)

Used to identify the name of the contracting customer when different than the billing name.

CI — Credit Information (B)

Used to enter or change credit information.

CON — Customer's Contact Person (LH)

Used to identify the customers contacting person.

COS — Customer's Other Service (B)

Used as required locally to identify the telephone number of other service for the same customer.

MBN — Master Bill Number (LH)

Used when the Master Bill Number is different than the TN or CKT identification. Used primarily on Long Lines Accounts.

MSC — Minimum Service Charge

Used on Long Lines orders to indicate a minimum service charge is applicable.

PO — Post Office (LH)

This is the post office name, state and zip code where a separate billing address must be shown. This may also be a code entry which the processor may translate to city, state and zip code.

PON — Purchase Order Number (B)

Used where customer assigns a separate purchase order number to each service request and has requested the number be shown on the Other Charges and Credit statement.

REMARKS SECTION

RMK — Remarks — Unretained (B)

Used to identify general remarks required by a department and not to be retained on any permanent records.

RMKR — Remarks — Retained (B)

Used to identify general remarks required by any department to be retained on all permanent records.

SERVICE AND EQUIPMENT SECTION

ALT — Alternate Use (F)

Used to indicate the alternate use of a channel or circuit.

CDC — Call Directing Code (F)

Used on Private Line Teletypewriter Service to indicate the code by which a particular machine(s) is energized to receive a message.

CKL — Circuit Location (LH)

Used to identify the customer's location with a numeric identifier followed by the city and state.

CPE — Customer Provided Equipment (F)

Used to indicate that customer provided equipment is being attached to an operating company service.

EBD — Effective Billing Date (LH)

Used if the billing date is different from the completion date.

ELS — Equipment Life Study (B)

An entry to track the service life of certain items of equipment.

FR — From (F)

This FID may be required when an item of service and equipment is being moved. If a location (LOC) must be shown and it is desired to also show the former location, the FR FID is used.

ICO — Independent Telephone Company (F)

Used to identify the Independent Telephone Company in which a customer is located.

KS — Key System (B)

Used to identify a key system within an account.

NRC — Non Recurring Connection or Change Charge (B)

Used in some companies where Accounting bills the non-recurring charges from notations made on the service order.

NRI — Non-Recurring Installation Charges (B)

Used the same as NRC. Two codes are required in some companies where distinction must be made between installation and connection or change charges.

PRO — Prorated Circuit Data (B)

Used to indicate the portion of a circuit contained within any described entity (District, Area, State, etc.) for rating purposes.

PTN — Plant Test Number (B)

A number assigned to WATS, FX and PL services to be used for testing and billing identification purposes.

PX — PBX Station or Line (F)

Used following a USOC item code to identify the PBX primary station or line number.

RC — Rate Center (F)

Used to identify the name of the Rate Center when different than the city name of the CKL.

RMK — Remarks (F)

Used to identify remarks pertaining to a specific location.

RTE — Rate (F)

Used to enter a variable monthly rate applicable to certain items of service or equipment.

SA — Service Address (LH)

The address of the customer at a circuit location.

SEI — Service and Equipment Instructions (LH)

Used to enter information concerning the service or equipment being installed that will assist other departments to expedite the order.

SN — Service Name (LH)

The name of the customer at a circuit location.

SNI — Subscriber's Network Identification (B)

Indicates the code assigned to identify a sub-network associated with a major network.

STA — Station Number (B)

Used with an alphabetic identifier to denote each station and its related miscellaneous equipment within a system.

SPECIAL REQUIREMENTS FOR GOVERNMENT USSO'S**ALOC — Access Line Operation Code (B)**

A code assigned to switch services to indicate directionalization, call processing and pre-emption routing.

ALTN—Indicates the control number of a hunting group to which an access line of the U.S. Gov't switched services network is to be assigned.

EMC — Engineered Military Circuit

Identifies a voice grade service or circuit to be engineered and reserved for the U.S. Gov't. until they require it to be activated.

CM — Class Mark (B)

A code assigned to switched services access lines to denote desired screening levels or originating procedures and/or incoming pre-emption.

CSA — Communication Service Authorization (B)

Used locally to identify a Communication Service Authorization number required by the Armed Services Procurement Regulations on all services requisitioned from Public Utilities.