

ATIS-0300050

ATIS Standard on -

**Carrier Identification Code (CIC)
Assignment Guidelines**

Issued with the resolution of Issue 935.

December 30, 2022



As a leading technology and solutions development organization, the Alliance for Telecommunications Industry Solutions (ATIS) brings together the top global ICT companies to advance the industry's most pressing business priorities. ATIS' nearly 200 member companies are currently working to address the All-IP transition, 5G, network functions virtualization, big data analytics, cloud services, device solutions, emergency services, M2M, cyber security, network evolution, quality of service, billing support, operations, and much more. These priorities follow a fast-track development lifecycle — from design and innovation through standards, specifications, requirements, business use cases, software toolkits, open source solutions, and interoperability testing.

ATIS is accredited by the American National Standards Institute (ANSI). The organization is the North American Organizational Partner for the 3rd Generation Partnership Project (3GPP), a founding Partner of the oneM2M global initiative, a member of the International Telecommunication Union (ITU), as well as a member of the Inter-American Telecommunication Commission (CITEL). For more information, visit www.atis.org.

Notice of Disclaimer & Limitation of Liability

The information provided in this document is directed solely to professionals who have the appropriate degree of experience to understand and interpret its contents in accordance with generally accepted engineering or other professional standards and applicable regulations. No recommendation as to products or vendors is made or should be implied.

NO REPRESENTATION OR WARRANTY IS MADE THAT THE INFORMATION IS TECHNICALLY ACCURATE OR SUFFICIENT OR CONFORMS TO ANY STATUTE, GOVERNMENTAL RULE OR REGULATION, AND FURTHER, NO REPRESENTATION OR WARRANTY IS MADE OF MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE OR AGAINST INFRINGEMENT OF INTELLECTUAL PROPERTY RIGHTS. ATIS SHALL NOT BE LIABLE, BEYOND THE AMOUNT OF ANY SUM RECEIVED IN PAYMENT BY ATIS FOR THIS DOCUMENT, AND IN NO EVENT SHALL ATIS BE LIABLE FOR LOST PROFITS OR OTHER INCIDENTAL OR CONSEQUENTIAL DAMAGES. ATIS EXPRESSLY ADVISES THAT ANY AND ALL USE OF OR RELIANCE UPON THE INFORMATION PROVIDED IN THIS DOCUMENT IS AT THE RISK OF THE USER.

NOTE - The user's attention is called to the possibility that compliance with this standard may require use of an invention covered by patent rights. By publication of this standard, no position is taken with respect to whether use of an invention covered by patent rights will be required, and if any such use is required no position is taken regarding the validity of this claim or any patent rights in connection therewith. Please refer to https://www.atis.org/policy/patent-assurances/ to determine if any statement has been filed by a patent holder indicating a willingness to grant a license either without compensation or on reasonable and non-discriminatory terms and conditions to applicants desiring to obtain a license.
--

Published by

Alliance for Telecommunications Industry Solutions

1200 G Street, NW, Suite 500

Washington, DC 20005

Copyright © 2022 by Alliance for Telecommunications Industry Solutions

All rights reserved.

No part of this publication may be reproduced in any form, in an electronic retrieval system or otherwise, without the prior written permission of the publisher. For information contact ATIS at 202.628.6380. ATIS is online at < <http://www.atis.org> >.

Copyright © 2022 by the Alliance for Telecommunications Industry Solutions, Inc.

All rights reserved.

The *Carrier Identification Code (CIC) Assignment Guidelines* dated December 30, 2022, is copyrighted, published and distributed by ATIS on behalf of the Industry Numbering Committee (INC). Except as expressly permitted, no part of this publication may be reproduced or distributed in any form, including electronic media or otherwise, without the prior express written permission of ATIS.

Participants in the INC and other parties are hereby authorized to reproduce this document and distribute it within their own business organizations for business purposes, provided that this notice continues to appear in the reproduced documentation. Resale is prohibited.

For ordering information, please contact:

ATIS
1200 G Street N.W., Suite 500
Washington, DC 20005
(202) 628-6380
inc@atis.org

A complete listing of INC Documents is available on the ATIS Web Site at: <https://www.atis.org/committees-forums/inc/documents/>.

Foreword

The Alliance for Telecommunications Industry Solutions (ATIS) serves the public through improved understanding between carriers, customers, and manufacturers. The Industry Numbering Committee provides an open forum to address and resolve industry-wide issues associated with planning, administration, allocation, assignment and use of the North American Numbering Plan (NANP) numbering resources within the NANP area.

The mandatory requirements are designated by the word *shall* and recommendations by the word *should*. Where both a mandatory requirement and a recommendation are specified for the same criterion, the recommendation represents a goal currently identifiable as having distinct compatibility or performance advantages. The word *may* denotes an optional capability that could augment the standard. The standard is fully functional without the incorporation of this optional capability.

Suggestions for improvement of this document are welcome. They should be sent to the Alliance for Telecommunications Industry Solutions, INC, 1200 G Street NW, Suite 500, Washington, DC 20005.

At the time of consensus on this document, INC, which was responsible for its development, had the following leadership:

Allyson Blevins, Twilio

Natalie McNamer, iconectiv

Trademark Acknowledgements

iconectiv® and Common Language® are registered trademarks and CLCI™, CLLI™, LERG™ Routing Guide and TPM™ Data Source are trademarks and the Intellectual Property of iconectiv, LLC.

Table of Contents

1	INTRODUCTION	1
1.1	PURPOSE.....	1
1.2	DEFINITION, USE, AND BACKGROUND OF CICS	1
1.3	DEFINITION OF AN ENTITY	2
1.4	ADMINISTRATION OF CICS AND SEMI-ANNUAL CIC USAGE REPORTING.....	3
1.5	THE CIC POOLS.....	3
1.6	FOUR-DIGIT FG B CICS	3
1.7	FOUR-DIGIT FG D CICS	4
2	ASSIGNMENT PRINCIPLES.....	4
2.1	GENERAL	4
2.2	PROCEDURES FOR OBTAINING A CIC ASSIGNMENT	4
2.3	RESERVATION OF CODES.....	6
2.4	MATCHING OF FG B AND FG D CICS	6
3	MAXIMUM NUMBER OF CODES	6
3.1	FOUR-DIGIT CIC ASSIGNMENT PRACTICES	7
3.2	SPECIAL USE CODE ASSIGNMENTS	7
3.3	CIC LIMIT REVIEW.....	7
4	DISPOSITION OF CICS.....	7
4.1	NANPA RESPONSIBILITY FOR VERIFICATION OF THE IAC CODE (AKA ACNA)	7
4.2	REQUIREMENT FOR CIC RETENTION	8
4.3	RETURN OF CICS	8
5	ENTITLEMENTS AND CIC ASSIGNEE RESPONSIBILITIES	8
5.1	CODE USE	8
5.2	TRANSFER OF CIC ASSIGNMENTS	8
5.3	REQUIREMENT TO PROVIDE UPDATED CONTACT INFORMATION TO NANPA	8
6	CIC RECLAMATION PROCEDURES	9
6.1	ASSIGNEE RESPONSIBILITY	9
6.2	CIC ADMINISTRATOR RESPONSIBILITY	9
6.3	INC RESPONSIBILITIES	10
6.4	CICS WITH UNIDENTIFIABLE ASSIGNEES	10
7	CONSERVATION.....	11
7.1	THE NEED FOR A CONSERVATION MODE.....	11
7.2	A CONSERVATION MODE FOR THE FOUR-DIGIT CIC ENVIRONMENT	11
8	GLOSSARY	12
9	CIC APPLICATION FORM	14
10	CIC ASSIGNMENT FORM	17
11	CIC ACTIVATION FORM	18
12	CIC REPORTS – OVERVIEW	19
13	SAMPLE: CIC ACCESS PROVIDER REPORT	21
14	SAMPLE: CIC ASSIGNEE/ENTITY REPORT	23
15	SAMPLE: CIC ASSIGNEE/B&C CLEARINGHOUSE REPORT	25

ATIS Standard on –

Carrier Identification Code (CIC) Assignment Guidelines

1 Introduction

1.1 Purpose

This document describes guidelines for the assignment of Carrier Identification Codes (CICs) in the North American Numbering Plan (NANP) area and is a product of industry consensus reached under the aegis of the Industry Numbering Committee (INC). The document will be maintained by the INC, which will, therefore, be responsible for the determination of any necessary changes or updates. These CIC Assignment Guidelines do not detract from the ability of an appropriate governmental or regulatory agency to exercise authority over any and all issues herein.¹ These CIC Assignment Guidelines and future changes to the CIC Assignment Guidelines will be submitted to the agencies for their review. In addition, it should be understood that these CIC Assignment Guidelines supersede any previously issued CIC assignment guidelines.

These CIC Assignment Guidelines have been formulated with consideration of the following two legitimate needs. First, the recognition that the CICs represent a finite resource and should, therefore, be used efficiently and conserved to the extent possible; and second, that their prudent use is inherent in the provision of telecommunications and interconnected VoIP provider services.² Therefore, these CIC Assignment Guidelines should offer the greatest latitude in the provision of telecommunication and interconnected VoIP services, while maintaining the effective management of a finite resource.

The assignment practices detailed in these CIC Assignment Guidelines apply to the assignment of CICs made directly by North American Numbering Plan Administration (NANPA) to a specific entity. (See Section 2.2 for CIC application procedures). Therefore, the maximum number of CICs an entity may be assigned under these CIC Assignment Guidelines pertains to the number of CICs the CIC Administrator may directly assign to that entity. Accordingly, codes obtained via means other than direct assignment by the NANPA are outside the scope of these CIC Assignment Guidelines and hence, are not included in the maximum code assignment limits. The requirements specified in these CIC Assignment Guidelines will apply to all CICs (e.g., the access and usage requirements for retaining CICs) regardless of the manner through which an entity obtained a code.

1.2 Definition, Use, and Background of CICs

CICs provide routing and billing information for TDM-based calls from end users via trunk-side connections to interexchange carriers and other entities. Those entities connect their facilities to access provider's facilities using several different access arrangements, the common ones being Feature Group B (FG B) and Feature Group D (FG D). Access providers are common carriers and connecting carriers that provide interconnection services between an entity and another provider of telecommunications services or interconnected VoIP services. CICs were introduced in 1981 as 2-digit codes then were expanded to 3-digit codes in 1983. At that time CICs were assigned from a single pool of numbers serving both FG B and FG D access. Initially, entities could be assigned up to a maximum of three CICs, a primary and two supplemental CICs. When it was recognized that the supply of 3-digit CICs would eventually exhaust, the industry developed a plan to expand the resource to 4 digits, i.e., CIC expansion. In 1989, when the 700th CIC was assigned, industry agreements limited assignments to one per entity to prevent exhaust before completion of CIC expansion.

¹ The Canadian Radio-television and Telecommunications Commission (CRTC) has approved the Canadian Adjunct to the INC Carrier Identification Code (CIC) Assignment Guidelines. Those are for the administration of CICs in Canada by the Canadian Numbering CIC Administrator (CNA). The latest version is available at <http://crtc.gc.ca/cisc/eng/cisf3fg.htm>.

² 47 CFR §52.5 (j).

CIC expansion was planned for implementation in two phases. Phase 1 was completed on April 1, 1993, at which time FG B and FG D CICs were split into two separate assignment pools. In addition, the FG B resource was expanded from 3 to 4 digits. FG D CICs continued to be assigned in the 3-digit format until exhaust which signaled the start of Phase 2. Phase 2 of CIC expansion was completed on April 1, 1995 when FG D CICs were expanded to 4 digits. Existing 3-digit FG D CICs were converted to 4 digits by prepending a "0" in front of the CIC. After Phase 1 but before Phase 2 CIC expansion, entities could, if requested, reserve a 4-digit FG D CIC that matched the assigned 4-digit FG B CIC, which would be assigned when 4-digit FG D CICs became available. These CIC Assignment Guidelines have been modified to reflect the completion of CIC expansion and the availability of 4-digit CICs.

For the purposes of these CIC Assignment Guidelines, CICs are 4-digit numeric codes which are currently used to identify customers who purchase Feature Group B (FG B) and/or Feature Group D (FG D) access services,³ Billing and Collections Clearinghouses that provide third-party bill aggregation services on behalf of access purchasers.⁴ These codes are primarily used for routing from the local exchange network to the access purchaser and for billing between the LEC (Local Exchange Carrier) and the access purchaser. For interconnected VoIP providers, they are used for compensation purposes related to Universal Service Fund terminating and originating access.⁵

CICs referred to in these CIC Assignment Guidelines are those assignable by the CIC Administrator.

In addition to those CICs assignable by the CIC Administrator, there are 200 four digit CICs, numbers 9000-9199, designated for intranetwork use and are therefore unassignable. These CICs are 1) intended for intranetwork use only, 2) not intended to be used between networks, 3) not intended to be dialable by end users as a CAC (defined in this section). Use of the 200 unassignable CICs is at the discretion of each network provider and will not place requirements on other network providers.

CICs exist in the public domain, and as such, are a public resource. Assignment of a CIC to an entity in no way implies or infers ownership of the public resource by the entity. Consequently, the resource cannot be sold, brokered, bartered, or leased for a fee or other consideration. If a resource is sold, brokered, bartered or leased for a fee, the resource is subject to reclamation by the CIC Administrator. The availability of CICs will be monitored by the CIC Administrator who will report on the continued assignment of this public resource on a regular basis to the FCC and the INC.

In addition to the use of CICs by the service providers for routing and/or billing of access, the CIC comprises part of the Carrier Access Code (CAC), a dialing sequence used by the general public to access a preferred provider of service.

Specifically, the CAC can be in the following formats:

- For FG B, the CAC is in the format 950-XXXX, where XXXX is the FG B CIC.
- For FG D, the CAC is dialed using a 7-digit format (101XXXX), where X = 0 through 9.

1.3 *Definition of an Entity*

CICs may be assigned to entities that:

- Purchase FGB or FGD access.
- Purchase FGB translation access.
- Are service providers.
- Are switchless resellers.

³ For purposes of these CIC Assignment Guidelines "access services" includes the purchase of trunk access for FG B or D, and, in the case of FG B, translations access (where available).

Although LECs are not formal "purchasers" of FG B or FG D access, these CIC Assignment Guidelines do not preclude LECs from being assigned CICs.

⁴ CIC codes also are used by Billing and Collection Clearinghouses to facilitate billing for smaller access purchasers that do not have direct agreements with the LECs for billing. Billing and Collections Clearinghouses are not access purchasers, but they do have direct agreements with the LECs for billing services and use a common CIC code to identify all of their customers' usage for settlement purposes.

⁵ See WC Docket No. 10-90 USF/ICC Transformation Orders 11-161 released 11/18/2011 and 11-189 released 12/23/2011.

- Are Billing and Collections Clearinghouses.

For purposes of these CIC Assignment Guidelines, an entity is defined as follows:

- A firm or group of firms under common ownership or control.

1.4 Administration of CICs and Semi-Annual CIC Usage Reporting

The assignment and management of the CIC resource is administered by the North American Numbering Plan Administrator (NANPA). All access providers shall provide CIC Access Provider Report to NANPA; all entities that are assigned CICs (including switchless resellers, service providers, and interconnected VoIP providers) shall provide CIC Assignee/Entity Report to NANPA; and Billing & Collection Clearinghouses (B&C Clearinghouses) that are assigned CICs shall provide CIC Assignee/B&C Clearinghouse Report to NANPA. All of these reports shall be submitted to NANPA on a semi-annual basis to ensure effective management of the CIC resource. Access provider, Assignee/Entity, and Assignee/B&C Clearinghouse CIC reports shall be submitted to NANPA no earlier than January 1 but no later than January 31 for the period ending December 31, and no earlier than July 1 but no later than July 31 for the period ending June 30.

NANPA will use this information, not only to effectively manage the use of CICs, but also to advise the industry as to the level of assignments, and to alert the industry to any concerns, such as the potential for code exhaust.

Further detail regarding these reports, including the suggested format and the address to which they should be submitted, is contained in the "Reports" section of these CIC Assignment Guidelines.

1.5 The CIC Pools

FG B and FG D CIC resources are assigned from two separate assignment pools. One pool contains the four-digit FG B resource; the other pool contains the four-digit FG D resource.

The FG B CIC format provides a pool of 9,000 codes. (Note: Only 9000 four digit FG B CICs are available for assignment because switches do not differentiate between CICs in the 0XXX and 1XXX ranges. If, in the future, changes in technology allow the distinction between 4 digit FG B CICs of the form 0XXX and 1XXX, separate assignment of those CICs will be considered). The FG D CIC format provides for a pool of 10,000 codes.

FG B and FG D assignments are made separately. Accordingly, an entity whose needs demand the use of FG B access only will be assigned a FG B CIC.

1.6 Four-Digit FG B CICs

Four-digit FG B assignments are made from a single specific 1000s block. The first 1000s block from which four digit FG B CICs are assigned is the 5000s block, followed by the 6000s block. The selection of the 5000s and 6000s block permits matching assignments to four-digit FG D codes. Subsequent assignments will be made from the remaining blocks of numbers which will be opened sequentially, starting with the 2000s block, i.e., 2000, 3000, 4000, 7000, etc. Opening of subsequent thousand blocks is dependent solely upon the exhaust of the current available FG B CIC resource.

The NANPA will monitor CIC assignments and usage and provide annual reports to the INC indicating the level of assignment and projecting the time of exhaust of the current pool of FG B CICs semi-annually or as requested based on the then current assignment rate. The NANPA will formally notify the industry 2-1/2 years prior to the need for the next 1000s block of FG B CICs. Actual assignment of the new FG B 1000s block will begin six months before the projected exhaust of the current FG B CIC pool.

The industry will review the need, in the future, to continue to restrict assignment of FG B CICs to specific 1000s blocks. The industry will determine if, when technically practicable, this restriction will be lifted, and FG B four-digit assignments will be available from the full range of (9,000) FG B CICs.

1.7 Four-Digit FG D CICs

At the time FG D CICs were expanded to four digits, a permissive period was established which permitted the use of both the 10XXX and 101XXXX CAC dialing formats. During this permissive period, four-digit FG D CICs began to be assigned in the 5000 and 6000 number blocks.⁶ As of August 6, 2001, all four digit FG D block ranges are open for assignment, with the exception of 411X and X411.⁷ In addition, the individual code 0911 is designated as “unavailable.”⁸

2 Assignment Principles

NANP resources, including those covered in these CIC Assignment Guidelines, are collectively managed by the North American telecommunications industry with oversight of the North American federal regulatory authorities.

The NANP resources are considered a public resource and are not owned by the assignees. Consequently, the resources cannot be sold, brokered, bartered, or leased by the assignee for a fee or other consideration.

If a resource is sold, brokered, bartered, or leased for a fee, the resource is subject to reclamation by the CIC Administrator.

Service Providers (SPs) and the CIC Administrator are responsible for managing numbering resources in accordance with these CIC Assignment Guidelines and the orders of applicable regulatory authorities. Both SPs and the CIC Administrator are subject to audits. Further information may be found in 47 CFR § 52.15 (k), FCC 00-104 ¶ 62, FCC 00-429 ¶ 81-99, and FCC 01-362 ¶ 95-111.

2.1 General

Entities purchasing FG B or FG D trunk access or FG B translations access will be assigned a CIC from the appropriate pool. A request for FG B or FG D access should have been made before an entity's request for the issuance of a CIC is submitted to the CIC Administrator. Assignments shall be made consistent with all regulatory directives such as the standing FCC mandate which directs that access be available to all service providers, not only traditional carriers. CICs shall be assigned on a North American Numbering Plan (NANP) area basis; i.e., there will be no duplicate assignments segregated by geographic region and, therefore, an entity can use the assigned code throughout the NANP area.

Applicants who choose to submit their CIC application forms and/or CIC activation forms via facsimile or mailed copies will be charged a fee. See the NANPA website at www.nationalnanpa.com for specific details regarding the associated fee structure.

2.2 Procedures for Obtaining a CIC Assignment

2.2.1 Procedures for a Service Provider to Obtain a CIC Assignment

A service provider shall use the following procedures when requesting a CIC assignment:

- a) Place a valid order for FG B or D trunk access service, or FG B translations access service, where available (depending on the type of CIC being requested), with an access provider.
- b) Complete the CIC Application Form in NANPA's NANP Administration Service (NAS). One application is required per CIC request. The CIC applicant shall complete all required entries on the CIC Application Form to the best of his/her knowledge.

⁶ Note: Per CC Docket No. 92-237 Declaratory Ruling (98-828) Released May 1, 1998, the permissive dialing period ended on September 1, 1998.

⁷ Dorothy T. Attwood, Chief Common Carrier Bureau, FCC, June 25, 2001 letter to Ron Connors, North American Numbering Plan Administration, NeuStar.

⁸ To avoid possible confusion with the emergency number used by law enforcement and emergency services providers.

- c) Submit the CIC Application Form via NAS, and provide evidence to NANPA via email that demonstrates the service provider has authorization to provide service by the appropriate regulatory authority. For LECs, such authorization is issued by the state public utilities commission. For wireless and interconnected VoIP providers, such authorization is issued by the Federal Communications Commission (FCC).

NANPA shall process the CIC Application Form within 10 business days of receipt and notify the applicant by using the CIC Assignment Form. Entity code preference will be honored to the extent possible, and assignments will be made in the order the requests are received.

All service provider CIC assignees are subject to the CIC assignment principles contained in these CIC Assignment Guidelines and are responsible for the submission of the CIC Assignee/Entity Report to the NANPA semi-annually.

2.2.2 Procedures for a Switchless Reseller to Obtain a FG D CIC Assignment

A switchless reseller should use the following procedure when requesting a FG D CIC assignment.

- a) Complete the CIC Application Form. One application form is required per CIC for each requested. The applicant will complete all required entries on the CIC Application Form to the best of his/her knowledge and sign the form.
- b) Provide documentation to NANPA that validates “switchless reseller” status. The state public utilities commission certification is required unless the state does not issue switchless reseller certification. If the state does not issue such a certification, a written statement by an officer of the applicant’s company will be accepted to verify “switchless reseller” status.⁹
- c) Send both the CIC Application Form and the supporting documentation to NANPA.

NANPA will process the application within 10 business days of receipt and notify the switchless reseller by using the CIC Assignment Form. If the applicant stated a preference for a particular code, it will be honored to the extent possible. Assignments are made in the order the requests are received.

All switchless resellers are responsible for adhering to the same principles and responsibilities in these CIC Assignment Guidelines that also apply to other CIC holders, including the submission of the CIC Assignee/Entity Report to the NANPA semi-annually.

2.2.3 Procedures for a Billing and Collection Clearinghouse Company to Obtain a CIC Assignment

A Billing and Collection Clearinghouse Company (“B&C clearinghouse”) shall apply to NANPA for FGD and FGB CICs only under circumstances when the use of an Alternate Billing Entity Code (ABEC) is not permitted as an identifier and/or when the use of an ABEC has been determined as technically non-feasible. The CIC resource is not intended to be used as a substitute for ABECs, and the assignment of CICs to B&C clearinghouses shall only be allowed under these specific circumstances.

In such circumstances, NANPA will assign a FGD CIC and a matching FGB CIC to B&C clearinghouses without the requirement for the B&C clearinghouse to first order direct FGD trunk access and FGB translation service before applying for the CICs. Two fully completed CIC Application Forms are needed due to the fact that assignment of a FGD CIC to a Billing and Collection clearinghouse will necessitate the need to “block” the matching FGB CIC from being assigned to another entity.

A “B&C clearinghouse” shall use the following procedure when requesting a FGD and FGB CIC assignment:

⁹ A list of those states that require switchless reseller certification can be found at www.nationalnanpa.com

ATIS-0300050

- a) Complete two (2) CIC Application Forms in NAS (one application for a FGD CIC and one application for a “matching” FGB CIC). All appropriate fields on the application forms shall be populated, and a valid Interexchange Access Customer (IAC) Code (aka Access Customer Name Abbreviation [ACNA]) assignment shall be provided. The CIC applicant shall complete all required entries on the CIC Application Forms to the best of his/her knowledge.
- b) Since FGB CICs are currently assigned only in the 0XXX, 1XXX, and 5XXX ranges, FGD CICs for B&C clearinghouses can only be assigned from those same ranges in order for the FGB and FGD CICs to “match.”
- c) Submit the CIC Application Forms via NAS, and provide documentation to NANPA via email that validates the applicant’s “B&C clearinghouse” status. Since no regulatory authority documentation is issued to companies for this type of service, a written certification by an officer of the applicant’s company will be accepted to verify its B&C clearinghouse status (self-certification). The officer’s certification shall provide the full legal name of the B&C clearinghouse company, and describe the type of service offered by the applicant that qualifies it to apply for an receive a CIC assignment under the category of “Billing and Collection clearinghouse.” The officer’s certification shall also include specific wording setting forth the reason(s) why an ABEC is not technically feasible and/or specifically explain the circumstances why the use of an ABEC is not permitted as an identifier. The officer’s certification shall be signed and dated, and shall identify the specific corporate office held by the author of the statement.

NANPA shall process the application within 10 business days of receipt and notify the applicant by using the CIC Assignment Form. If the applicant stated a preference for a particular code, it will be honored to the extent possible. Assignments are made in the order the requests are received.

Billing and Collection Clearinghouse companies that are assigned CICs for the specific purposes set forth above are responsible for adhering to the CIC Assignment Guidelines, including but not limited to semi-annual reporting requirements, number of CICs per entity, notifying NANPA or merger/acquisitions, company name changes, etc., as well as keeping NANPA notified of current contact information at all times.

All B&C clearinghouse CIC assignees are responsible for the submission of the CIC Assignee/B&C Clearinghouse Report to the NANPA semi-annually.

2.3 Reservation of Codes

There will be no reservation of CICs. Rather, CICs will be assigned on a first come, first served basis, as FG B or D access service, or FG B translations access service is ordered.

2.4 Matching of FG B and FG D CICs

An entity purchasing both FG B and FG D access may request the same FG B and FG D CICs; however, there is no guarantee that the same CICs for FG B and FG D service will be available. NANPA will, however, make every effort to assign matching FG B and FG D CICs when requested to do so, given that such matching codes are available.

3 Maximum Number of Codes

If an entity has existing CIC assignments, that entity shall have provided the most recent semi-annual entity report prior to requesting an additional CIC.

3.1 Four-Digit CIC Assignment Practices

A maximum of five (5) FG B CICs and six (6) FG D CICs¹⁰ can be assigned per entity. Entities holding greater than the maximum allowed CICs are encouraged to make a good faith effort to return those codes to the NANPA¹¹ (See also Section 4.3).

3.2 Special Use Code Assignments

It is recognized that extraordinary and infrequent technical constraints in an access provider's network may arise where an entity, whose intent was to offer a service without the use of a CIC, is required to use a CIC. If the entity and the access provider agree that a CIC assignment is warranted because of such a technical constraint, and both parties also agree that no available technical alternative exists to provide the proposed service, the access provider and the entity shall submit a jointly signed letter to the NANPA certifying the need for, and requesting the assignment of, a "special use" CIC.

This "special use" code assignment procedure can take place prior to, or after, an entity reaches the maximum assigned limit of CICs. The "special use" CIC assignment from the NANPA is NOT counted in the assigned CIC total of the entity or the access provider. The NANPA shall notify the INC of special use code assignments.

If an alternative to the use of a special use CIC subsequently becomes available (i.e., there is no longer a technical constraint in the access provider's network), the voluntary return of the "special use" code is encouraged (see Section 4.3). Moreover, if, after it has been established that there exists a technical alternative to the special use of the code, and the entity chooses not to return the special use CIC, the special use CIC shall be counted against the limit of assignable codes.

An entity can be assigned a maximum of two "special use" CICs. It is expected that such codes will be required infrequently and that few "special use" codes will be assigned. The INC shall review the category of "special use" CICs annually, but will meet at the time the NANPA assigns the second "special use" code to a specific entity in order to examine the needs which required the assignments and, if necessary, to consider a change to the assignment limits.

3.3 CIC Limit Review

The number of CICs assignable per entity will be reviewed, as determined by the industry. This could be initiated through the introduction of an issue at the INC. It is intended that these reviews investigate the potential for further expansion of the number of codes per entity.

4 Disposition of CICs

4.1 NANPA Responsibility for Verification of the IAC Code (aka ACNA)

NANPA shall access the IAC (Interexchange Access Customer) database¹² in order to verify the Interexchange Access Customer (IAC) Code (aka Access Customer Name Abbreviation [ACNA]) provided on any CIC Application, Number 3. The IAC Code (aka ACNA) assignee name and the CIC assignee name must be the same. If the ACNA assignee name and the CIC assignee name are not the same, NANPA will deny the application. Similarly, a transfer

¹⁰ FCC 97-125, released April 11, 1997, temporarily restricts FG D assignments to two CICs per entity.

¹¹ The ATIS Telecom Management and Operations Committee maintains the standard (ANSI Standard ATIS-0300251-2020) for IAC Codes (aka ACNAs) and establishes a one-to-one relationship between an IAC code (aka ACNA) and a legal entity. However, in these CIC Assignment Guidelines there is a multi-to-one relationship between a CIC and a legal entity; therefore, it is not appropriate to expect that there would be a one-to-one relationship between an IAC code (aka ACNA) and a CIC in carrier billing systems. In these guidelines, for each CIC assignment there shall only be one IAC code (aka ACNA) but there may be more than one CIC associated with a single IAC code (aka ACNA).

¹² The IACs are accessed via the iconectiv Common Language Central Location Online Entry System (CLONES) database.

request will be denied if the IAC Code (aka ACNA) assignee name is different than the CIC assignee name. A Part A information change shall not be subject to IAC Code (aka ACNA) verification.

4.2 Requirement for CIC Retention

CICs shall be placed in service within six (6) months from the CIC assignment date. Any CIC not placed in service within six (6) months of the assignment date is subject to reclamation consistent with Section 6.0.

4.3 Return of CICs

The return of a CIC that is no longer needed by an entity is required.

Any CIC returned by an entity shall be made available for assignment by the NANPA after an idle period of twelve (12) months.

5 Entitlements and CIC Assignee Responsibilities

For TDM-based SPs, CIC assignees are reminded to issue an Access Service Request (ASR) with their access provider(s) to remove the CIC from translations, if it is returned/reclaimed. Failure to issue an ASR after return/reclamation entitles the access provider to verify with NANPA via e-mail that the CIC was returned/reclaimed and then to remove translations without an ASR.

5.1 Code Use

Assignment of a CIC provides the "right" to use and retain the CIC consistent with these CIC Assignment Guidelines, to promote the use of the CIC as part of the carrier access code (CAC) for end user dialing, and to transfer the code to another entity as described in Section 5.2.

5.2 Transfer of CIC Assignments

The assignment of a CIC does not imply ownership. Although not a formal asset of an entity, a CIC may be transferred to another entity through merger or acquisition of assets as long as: (1) the CIC is in use (i.e., FG B or FG D access is being reported or can be verified by an access provider); and (2) appropriate and sufficient documentation of the merger or acquisition of assets has been provided to NANPA. These guidelines require that NANPA be informed of such transfers to ensure that an accurate record of the entity responsible for the CIC can be maintained, and that the guideline requirements are satisfied. Such requirements include those associated with the retention of CICs, and transferred CICs will be subject to reclamation as are any other codes.

Within a reasonable length of time after the legal event has occurred, the entity requesting the transfer of a CIC (the acquiring entity) from the assignee of record is required to provide appropriate and sufficient documentation to NANPA that supports the transfer of a CIC, i.e., written agreement from the assignee of record or legal documentation of a merger or acquisition of assets of the assignee's company by the requester.

Since the IAC Code (ACNA) assignee name and the CIC assignee name must be the same, the Common Language® Group at iconectiv® must be provided with appropriate legal documentation to change the IAC Code (aka ACNA) assignee name before the CIC assignee name transfer request is submitted to NANPA.

The entity requesting the transfer of a CIC assignment should not initiate any changes with service providers/carriers relating to the transfer of a CIC assignment until NANPA has issued a Part B approving the transfer request.

5.3 Requirement to Provide Updated Contact Information to NANPA

It is the responsibility of the CIC assignee to keep NANPA advised of current contact information. If a CIC assignee changes its address, if the legal name of the company changes, if the contact information originally provided to NANPA on the CIC application changes, etc., the CIC assignee is required to provide this information to NANPA on a New CIC Part A Application to be submitted via NAS (also see Section 5.2, "Transfer of CICs" with regard to

mergers/acquisitions and/or asset/stock purchases that may affect CIC assignments). A CIC assignee may modify its contact information that appears on the FGB or FGD CIC Reports published on the NANPA website by submitting a Part A information change (e.g., removing a telephone number, adding an email address). At a minimum, either an email address or a telephone number shall be maintained.

6 CIC Reclamation Procedures

6.1 Assignee Responsibility

The entity to which a CIC has been assigned shall return the CIC to the CIC Administrator if:

- It is no longer needed by the entity for the purpose for which it was originally assigned.
- The service it was assigned for is discontinued, or
- The CIC was not activated within six (6) months from the CIC assignment date.

CIC assignees returning CICs are obligated to contact access providers and initiate the appropriate ASR disconnect.

6.2 CIC Administrator Responsibility

6.2.1 Reclamations and Extensions

The CIC Administrator shall provide the CIC assignee with an email notification reminding the assignee of the Part C due date one month prior to the six month Part C due date, if the Part C has not been received. If a Part C has not been submitted by the due date, NANPA shall notify¹³ the assignee that the Part C is past due. NANPA shall refer the matter to the appropriate regulatory authority for resolution within 60 days after the Part C due date.

The assignee shall apply to the appropriate regulatory authority for an extension of the Part C due date if necessary. If an extension is approved, the regulator will notify the assignee and the CIC Administrator of the new in service deadline. The FCC point of contact can be located at <http://www.nationalnanpa.com>.

The CIC Administrator shall make all returned or reclaimed CICs available for assignment after an idle period of twelve (12) months.

6.2.2 Abandoned Process

6.2.2.1

The CIC Administrator shall contact¹⁴ any CIC assignee(s) identified as not having returned to the CIC Administrator any CIC:

- Assigned, but no longer in use by the assignee(s),
- Assigned to or associated with a service no longer offered, or
- Assigned but not used in conformance with these assignment guidelines.

¹³ Such notification shall be made using a method that provides confirmation of tracking/delivery (e.g., email confirmation received from recipient, USPS certified mail, USPS Priority mail, delivery by a courier such as Federal Express, United Parcel Service, etc.)

¹⁴ Such request shall be made using a method that provides confirmation of tracking/delivery (e.g., email confirmation received from recipient, USPS certified mail, USPS Priority mail, delivery by a courier such as Federal Express, United Parcel Service, etc.)

If the CIC Administrator cannot make contact with the assignee, the CIC Administrator shall advise the INC that the CIC will be reclaimed and made available for reassignment following the twelve (12) month idle period, unless the INC advises otherwise within 30 days.

If the CIC Administrator is unable to make contact with the CIC assignee and there is reported access and/or usage on the CIC, NANPA shall follow the process outlined in Section 6.4 of these CIC Assignment Guidelines.

6.2.2.2

If the CIC Administrator has not received a CIC Assignee/Entity Report by February 1st for the period ending December 31st, and August 1st for the period ending June 30th, NANPA shall inquire regarding the status of the CIC. If the CIC assignee has been contacted but the assignee has not returned the CIC or provided a CIC Assignee/Entity Report within 60 days, NANPA shall initiate the reclamation process and refer the case to the appropriate regulatory body for resolution.

6.3 *INC Responsibilities*

The INC will:

- Accept all referrals of alleged non-use or misuse of CICs
- Investigate the referral,
- Review referrals in the context of current assignment guidelines,
- Attempt to resolve the referral, and
- Direct the CIC Administrator regarding the action, if any, to be taken.

Absent a consensus resolution of the referral or non-compliance to the resolution by the CIC assignee, INC shall refer the case to the appropriate regulatory body for resolution.

6.4 *CICs with Unidentifiable Assignees*

In the case of a CIC where there appears to be no assignee or the assignee cannot be contacted but a CIC Access Provider Report reflecting access and/or usage for that CIC has been submitted, NANPA shall work with the entity providing that report for assistance in contacting the CIC user. NANPA then shall contact the entity using the CIC for written documentation to support the assignee contact information change or the transfer of the subject CIC from the current assignee to the company using the CIC.

After the contact above is made and if it is determined that written documentation does not exist to support the transfer of a CIC to the entity using the CIC (i.e., if no merger/acquisition occurred, if no asset purchase sale occurred, or if no bankruptcy court directed the transfer of a CIC from one entity to another), then the entity using the CIC shall migrate all traffic off the CIC within a 12-month period. Formal notification of the 12-month timeline shall be provided to the entity in question by NANPA. If migration has not occurred at the end of the 12-month period, the entity using the CIC shall be reported to the FCC. The CIC shall be marked by NANPA as not assignable in the NANPA CIC list, until the FCC has made a determination regarding its use. The CIC shall not be made available for assignment until the CIC is returned by the entity that is using the CIC and only after the 12-month idle period specified in the CIC Assignment Guidelines.

If the entity using the CIC in question per the CIC Access Provider Report cannot be contacted, then the NANPA shall contact the FCC requesting direction for the disposition of the CIC considering that access/usage exists for that CIC.

7 Conservation

7.1 *The Need for a Conservation Mode*

Conservation involves efforts to preserve the availability of codes. A conservation mode and the restrictive assignment policies associated with it slows the assignment rate, conserves the dwindling resource, and allows the industry time to circumvent the possibility of exhaust.

The assignment level at which a conservation mode is invoked, therefore, must provide adequate time for the industry to plan for the accommodation of additional entities, develop and publish the necessary associated technical documentation describing the plan, provide the necessary software/hardware modifications to the necessary network elements, and deploy those modifications throughout the nation. It is estimated that these efforts require at least five years.

7.2 *A Conservation Mode for the Four-Digit CIC Environment*

A detailed conservation plan for the four-digit CIC environment is not to be described in these CIC Assignment Guidelines. Rather, the NANPA, as CIC Administrator of CIC assignments, shall monitor the assignment rate and level, predict the potential for exhaust, and report its findings to the industry. With this information supplied by the NANPA, the industry can determine the need for a formal conservation mode and its associated measures.

Those measures might include restrictions on the maximum number of code assignments per entity, an aggressive effort, beyond that already in place, for code reclamation, and the convening of an ATIS-sponsored committee to begin the necessary planning to accommodate the need to assign more than 9,000 FG B and/or 10,000 FG D CICs.

8 Glossary

ABEC (Alternate Billing Identity Code)	Also known as a pseudo-CIC, this four-digit code was created by iconectiv for use by Billing and Collection companies for billing identification purposes.
ACNA (Access Customer Name Abbreviation)	See IAC (Interexchange Access Customer).
Access Providers	Access providers are common carriers and connecting carriers that provide interconnection services between an entity and another provider of telecommunications services.
Billing and Collections Clearinghouse	An entity that facilitates billing for smaller access purchasers that do not have direct billing relationships with the LECs. Billing and Collections Clearinghouses are not access purchasers, but they do have direct agreements with the LECs for billing services and use a common CIC code to identify all of their customers' usage for settlement purposes.
CAC (Carrier Access Code)	The sequence an end user dials to obtain access to the switched services of a carrier, e.g., 101XXXX.
CIC (Carrier Identification Code)	A numeric code that uniquely identifies each carrier. These codes are primarily used for routing from the local exchange network to the access purchaser and for billing between the LEC and the access purchaser.
FG B (Feature Group B)	A type of access arrangement that provides trunk-side access to the interexchange carrier. FG B callers reach an interexchange carrier's facility for transport of their inter-LATA call by dialing the carrier access code 950-XXXX.
FG B Translations Access	FG B access configurations where installation orders are such that only translation software changes are required. For example, Entity 1 refers to the entity which desires to have its FG B traffic associated with a particular Carrier Identification Code routed to another entity. Entity 2 refers to the entity with trunk access to which Entity 1's traffic is routed. Translations access allows the routing of Entity 1's traffic to the trunks of Entity 2 via a translation software change.
FG D (Feature Group D)	A type of access arrangement that permits subscribers to presubscribe to or select, on a per-call basis, a specific interexchange carrier for transport of their inter-LATA calls. To use the presubscribed carrier for a call, the subscriber need only dial the destination directory number. To override the terminal's presubscription on a per-call basis and choose an alternative interexchange carrier, 101XXXX + 0 or 1 +10 digits must be dialed.
INC (Industry Numbering Committee)	A committee of the Alliance for Telecommunications Industry Solutions (ATIS), INC was formed to provide an open forum to address and resolve industry-wide issues associated with the planning, administration, allocation, assignment and use of numbering resources and related dialing considerations for public telecommunications within the North American Numbering Plan area.
In Service	When the appropriate access service or FG B/FG D usage/service associated with the CIC is in place, and/or the CIC Semi-Annual Report shows usage and/or access trunks are in place, and the CIC is being used for the purposes specified in the original application.

ATIS-0300050

Interconnected Voice over Internet Protocol (VoIP) Service Provider	An entity that provides interconnected VoIP service, as that term is defined in 47 U.S.C. § 153(25) (47 CFR § 52.5 (b)). Interconnected VoIP providers are providers of a service that (1) enables real-time, two way voice communications, (2) requires a broadband connection from the user's location, (3) requires Internet protocol-compatible customer premises equipment, and (4) permits users generally to receive calls that originate on the public switched telephone network and to terminate calls to the public switched telephone network (47 CFR § 9.3).
IAC (Interexchange Access Customer)	Also known as ACNA (Access Customer Name Abbreviation). This three-character alphabetical identifier is assigned by the iconectiv Common Language ¹⁵ Group to purchasers of Feature Group B and/or Feature Group D services and/or to Switchless Resellers and/or to Billing and Collection Clearinghouse providers and/or interconnected VoIP service providers. The IAC Code may be used for billing identification purposes between access providers and the access purchaser.
NANP (North American Numbering Plan)	A numbering architecture in which every station in the NANP area is identified by a unique ten-digit address consisting of a three-digit NPA code, a three digit central office code of the form NXX, and a four-digit line number of the form XXXX, where N represents the digits 2-9 and X represents the digits 0-9. It is the basic numbering scheme for the telecommunications networks located in Anguilla, Antigua, Bahamas, Barbados, Bermuda, British Virgin Islands, Canada, Cayman Islands, Dominica, Dominican Republic, Grenada, Jamaica, Montserrat, Sint Maarten, St. Kitts & Nevis, St. Lucia, St. Vincent, Turks & Caicos Islands, Trinidad & Tobago, and the United States (including American Samoa, Puerto Rico, the U.S. Virgin Islands, Guam, and the Commonwealth of the Northern Mariana Islands) [See also 47 § CFR 52.5 (d)].
NANPA (North American Numbering Plan Administration)	The Administrator responsible for the neutral administration of North American Numbering Plan (NANP) Numbering Resources, subject to directives from regulatory authorities in the NANP member countries (See 47 CFR § 52.7 (e)). The NANPA is an impartial non-governmental entity that is not aligned with any particular telecommunications industry segment. ¹⁶ Under contract to the FCC, NANPA's responsibilities include assignment of NANP resources, and, in the U.S. and its territories, coordination of Numbering Plan Area (NPA) code relief planning and collection of utilization and forecast data. See 47 CFR §52.13.
Reclamation	Reclamation refers to the process by which Service Providers (SP) are required to return Numbering Resources to the North American Numbering Plan Administration (NANPA) or Pooling Administrator (PA). (47 CFR § 52.15 (i) (1))
Service Provider (SP)	The term "service provider refers to a telecommunications carrier or other entity that receives Numbering Resources from the NANPA, A Pooling Administrator, or a telecommunications carrier for the purpose of providing or establishing telecommunications service. For the purposes of this part, the term "service provider" includes an interconnected VoIP service provider. (47 CFR §52.5 (e)).

¹⁵ The Common Carrier Bureau is now the Wireline Competition Bureau.

¹⁶ Administration of the North American Numbering Plan, Report and Order, CC Docket No. 92-237, 11 FCC Rcd 2588, 2608 (1995) (NANP Order).

Carrier Identification Code (CIC) Assignment Guidelines – ATIS-0300050

Last Edited: October 30, 2020

9 CIC Application Form

Entities requesting a CIC shall complete this application in accordance with these CIC Assignment Guidelines. All CIC applicants shall provide a valid Access Customer Name Abbreviation (ACNA) as part of the application process.

The entity shall place a valid order for FG B or FG D trunk access service, or FG B translations access service, where available, with an access service provider¹⁷.

A CIC assigned to an entity shall be placed in service within 6 months after the assignment date as reported on the CIC Assignment Form. The entity assigned the CIC shall submit the CIC Activation Form to the CIC Administrator indicating the date the CIC was activated. If a CIC is not activated within the 6-month period, the assigned CIC may be reclaimed using procedures described in these CIC Assignment Guidelines. An entity shall return the CIC to the CIC Administrator if the resource is no longer in use by the entity, has not been activated within the timeframe specified in these CIC Assignment Guidelines, or is not being used in conformance with these CIC Assignment Guidelines.

The entity, access provider, and the CIC Administrator acknowledge that the information contained on this application form is sensitive, proprietary and shall only be shared with the appropriate CIC Administrator and/or regulators.

1. Date of Request for Access Service: [Click here to enter a date.](#)

2. Access Customer Name: [Click here to enter text.](#)

Address: [Click here to enter text.](#)

City: [Click here to enter text.](#) **State:** [Click here to enter text.](#) **ZIP:** [Click here to enter text.](#)

Phone: [Click here to enter text.](#) **E-mail:** [Click here to enter text.](#) **Fax:** [Click here to enter text.](#)

Contact Name: [Click here to enter text.](#)

Title: [Click here to enter text.](#)

3. Access Customer Name Abbreviation (ACNA): [Click here to enter text.](#)

4. Type of Request (select one):

☐ First CIC

☐ Additional CIC

☐ Information CIC (go to Section 12)

☐ Return CIC (go to Section 11)

☐ Merger/Acquisition (go to Section 12)

5. Type of Service (select one):

¹⁷ Although LECs are not formal “purchasers” of FG B or FG D access, the CIC Assignment These CIC Assignment Guidelines do not preclude LECs from being assigned CICs.

☐FG B

☐FG B Translation Access

☐FG D

6. Does the entity requesting this assignment have any CICs current assigned?

☐Yes ☐No

If yes, please list the CIC currently assigned, specifying whether they are FD B or FG D Assignments:

[Click here to enter text.](#)

7. Does the requesting entity share common ownership or control with other companies (see Section 1.3 of the Guidelines)?

☐Yes ☐No

If yes, please list the name(s) for all other companies under common ownership or control with the requesting entity.

[Click here to enter text.](#)

8. If yes to 7, do any of these entities under common ownership or control have CICs?

☐Yes ☐No

9. Please Provide Three Code Selections in Order of Preference:

1. [Click here to enter text.](#) **2.** [Click here to enter text.](#) **3.** [Click here to enter text.](#)

10. If the above codes are not available, may any available code be assigned?

☐Yes ☐No

11. Code Return Notification:

The following CIC(s) is being returned to the list of available codes:

[Click here to enter text.](#)

Effective Date: [Click here to enter a date.](#)

12. CIC Information Change:

CIC Affected: [Click here to enter text.](#)

Old Information:

[Click here to enter text.](#)

[Click here to enter text.](#)

[Click here to enter text.](#)

New Information:

[Click here to enter text.](#)

[Click here to enter text.](#)

[Click here to enter text.](#)

Explanation: [Click here to enter text.](#)

Effective Date: [Click here to enter a date.](#)

ATIS-0300050

I hereby certify that the above information is true and accurate to the best of my knowledge, that the assigned CIC will be used in accordance with these *CIC Assignment Guidelines* and that this application has been prepared in accordance with the guidelines.

Signature of Authorized Representative of the CIC Entity

Name: [Click here to enter text.](#) **Title:** [Click here to enter text.](#)

Date: [Click here to enter a date.](#)

10 CIC Assignment Form

Applicant

Name: Click here to enter text.

Address: Click here to enter text.

City: Click here to enter text. **State:** Click here to enter text. **ZIP:** Click here to enter text.

Phone: Click here to enter text. **E-mail:** Click here to enter text. **Fax:** Click here to enter text.

Contact Name: Click here to enter text.

Title: Click here to enter text.

Company Name: Click here to enter text.

Access Customer Name Abbreviation (ACNA): Click here to enter text.

Date of Request for FG B or FG D Trunk Access: Click here to enter a date.

Date of Receipt of Request for CIC Assignment: Click here to enter a date.

Date of Response to CIC Assignment Request: Click here to enter a date.

CIC Requested: Click here to enter text.

☐ **CIC Assigned** Click here to enter text.

☐ **Form Incomplete**

Additional Information Required in the Following Section(s): Click here to enter text.

☐ **Form Complete, Code Request Denied**

Explanation: Click here to enter text.

☐ **Other**

Explanation: Click here to enter text.

Click here to enter a date.

Signature of CIC Administrator

Date

Name (Print): Click here to enter text.

Phone: Click here to enter text.

Fax: Click here to enter text.

11 CIC Activation Form

By signing below, I certify that the CIC(s) specified below are in service, i.e., the appropriate access trunks and/or translations access has been obtained, and that the CIC(s) are being used for the purpose specified in the original application.

Signature of Authorized Representative of the CIC Applicant

Name/Title: Click here to enter text.

Access Customer Name Abbreviation (ACNA): Click here to enter text.

Date: Click here to enter a date.

CIC	Type (FGB or FGD)	Date of Assignment	In-Service Date
Click here to enter text.	Click here to enter text.	Click here to enter a date.	Click here to enter a date.
Click here to enter text.	Click here to enter text.	Click here to enter a date.	Click here to enter a date.
Click here to enter text.	Click here to enter text.	Click here to enter a date.	Click here to enter a date.
Click here to enter text.	Click here to enter text.	Click here to enter a date.	Click here to enter a date.
Click here to enter text.	Click here to enter text.	Click here to enter a date.	Click here to enter a date.

12 CIC Reports – Overview

Requirements for the semi-annual CIC Access Provider Reports, CIC Assignee/Entity Report, and CIC Assignee/B&C Clearinghouse Report For Four-Digit Carrier Identification Codes

To assist in the administration of Carrier Identification Codes (CICs), access providers, entities, and Billing & Collections Clearinghouses (B&C Clearinghouses) are required to provide CIC access and usage information to North American Numbering Plan Administration (NANPA). The access/usage reporting requirements described below have been developed for use by the access providers, entities with CIC assignments, and B&C Clearinghouses in preparing the reports for 4-digit Feature Group B (FG B) and Feature Group D (FG D) CICs.

Access Provider Reporting Requirements: The CIC Access Provider Report shall be submitted to NANPA as an Excel™ spreadsheet, following the format shown in the attached Sample: CIC Access Provider Report on a semi-annual basis. Access Providers providing FG B and/or FG D service shall submit their reports to facilitate CIC analysis by NANPA. A CIC Access Provider Report Excel™ template may be found at <https://www.nationalnanpa.com>.

Entity Reporting Requirements: A CIC Assignee/Entity Report shall be submitted to NANPA as an Excel™ spreadsheet semi-annually, following the format shown on the attached Sample: CIC Assignee/Entity Report. The report format for entities with CIC assignments is similar to the CIC Access Provider Report. The “LOCATION” field shown on the CIC Access Provider report has been changed to “LEC ACCESS”. This field encompasses other access providers as well as LECs, and should include the names of all access providers where access has been obtained for each CIC. See the attached Sample: CIC Assignee/Entity Report for FG B and FG D trunk access and usage information to be provided by an entity with CIC(s). The Sample: CIC Assignee/Entity Report shows the field designations and definitions. A CIC Assignee/Entity Report Excel™ template may be found at <https://www.nationalnanpa.com>.

Billing & Collection Clearinghouse Reporting Requirements: The CIC Assignee/B&C Clearinghouse Report shall be submitted to NANPA as an Excel™ spreadsheet semi-annually, following the format shown in the attached Sample: CIC Assignee/B&C Clearinghouse Report. The report format for B&C Clearinghouses with a CIC assignment(s) is similar to the CIC Assignee/Entity Report. The “LOCATION” field shown on the CIC Assignee/Entity Report has been changed to “B&C LEC”, which shall include the names of all LECs where a billing and collection service has been obtained for each CIC. See Sample: CIC Assignee/B&C Clearinghouse Report for FG B and FG D trunk access and usage information to be provided by a B&C Clearinghouse with a CIC assignment(s). The sample shows the field designations and definitions. A CIC Assignee/B&C Clearinghouse Report Excel™ template may be found at <https://www.nationalnanpa.com>.

General Requirements

- a) For reports provided by Access Providers, a single report shall be submitted combining any information from an Access Provider and its subsidiaries, and one report, nationwide, is encouraged. Similarly, for reports provided by entities, one report shall be provided for the entity, nationwide.
- b) Entities shall provide information on the entity name, the person submitting the information contained in the report, address, telephone number, email address and fax number. (This information will not affect the contact information contained in NANPA’s CIC assignment database. Any changes to CIC assignee contact information must be submitted via NAS on a CIC Part A application form).
- c) B&C Clearinghouses shall provide information on B&C Contract Holder, contact person, address, telephone number, email address and fax number (This information will not affect the contact information contained in NANPA’s CIC assignment database. Any changes to CIC assignee contact information shall be submitted via NAS on a CIC Part A application form).

CIC Access Provider Reports, CIC Assignee/Entity Reports, and CIC Assignee/B&C Clearinghouse Reports shall be submitted to NANPA no later than January 31st for the period ending December 31st, and no later than July 31st for the period ending June 30th. First Half CIC Reports shall not be accepted prior to July 1st, and Second Half CIC

ATIS-0300050

Reports shall not be accepted prior to January 1st. The semi-annual CIC Reports shall be dated as of the actual date they are submitted to NANPA. Reports are to be emailed to the North American Numbering Plan Administrator at CICReports@nanpa.com.

13 Sample: CIC Access Provider Report

Date: Jan, 31, 2022

Report For Period: 2H22

Local Exchange Carrier: Local Telephone Company

LEC Contact Name: Janet Smith

Telephone No.: 214-555-1234

LEC Address: **123 ABC Street, Dallas, TX, 75206**

Email: name@company.com

Field Descriptions:

- 1) **CIC**-A 4-digit Carrier Identification Code assigned by the North American Numbering Plan administration. Every CIC resident within the access provider's billing system should be reported.
- 2) **ENTITY** - The name of the company that has purchased access from the reporting company (the access provider). Shows the company that the reporting company is billing.
- 3) **ACNA** - A 3-character Access Carrier Name Abbreviation as shown in the ACNA field on the billing record. Leave blank if no ACNA is provided.
- 4) **TRUNK ACCESS** - Indicates if FG B and FG D trunks are in service with the access provider (i.e., installed) by using the designations shown below. This information should be derived from the access provider billing system (e.g., CABS). Changes in FG B and FG D trunk access from the previous semi-annual report shall be indicated, using the designations shown below, only for **new** trunk access, or for a **complete disconnect** of trunk access.
- 5) **USAGE** - Indicates there are minutes of use for FG B and/or FG D with the access provider billing system using the designation Y = Yes or N = No. The actual minutes of use should not be reported. Indication of usage changes from the previous semi-annual report should be reported.
- 6) **LOCATION** - Refers to the state where the CIC has access as described in the Trunk Access field using standard 2-character postal codes (e.g., NJ). A separate line (i.e., record) should be provided for each state where the CIC has FG B or FG D trunk access.

Trunk Access Designations:

Y = FG B or FG D trunk access and no change from previous report

N = No FG B or FG D trunk access and no change from previous report

A = FG B or FG D trunk access activated since the previous report (i.e., new service)

D = All FG B or FGD trunk access disconnected since the previous report

(1) CIC	(2) ENTITY Name	(3) ACNA	(4) TRUNK ACCESS		(5) USAGE		(6) LOCATION (State)
			FG B	FG D	FG B ¹⁸	FG D ¹⁹	
0010	ABC Company	ABC	Y	D	Y	N	TX
0010	ABC Company	ABC	Y	A	Y	N	AZ
0225	Universal Telecom	UTI	D	Y	N	Y	AZ
0225	Universal Telecom	UTI	Y	Y	Y	Y	TX
0789	National Services Co.	NAS	N	Y	N	Y	TX
1789	Telephone Services Inc.	TVS	Y	N	Y	N	AZ
5111	Regional Telephone Co.	RTC	A	N	Y	N	MO

¹⁸ Y = Yes, N = No, A = Access activated since previous report (i.e., new service), D = All access disconnected since previous report.

¹⁹ Y = Yes, N = No

14 Sample: CIC Assignee/Entity Report

Date: Jan 31, 2022

Report for Period: 2H22

Entity Name: LGR Co.

Contact Name: Michael Blake

Telephone No.: 617-555-0199

Entity Address: 222 Main Street, Boston, MA 12234

Email: name@company.com

CIC ¹	ENTITY ²	ACNA ³	TRUNK ACCESS ⁴		USAGE ⁵		ACCESS PROVIDER ⁶
			FGB	FGD	FGB	FGD	
0970	ABC Co.	ABC	D	Y	Y	Y	Access Provider name
1955	LGR, Inc.	LGR	Y	N	N	N	Access Provider name
1955	LGR, Inc.	LGR	A	N	N	N	Access Provider name

Field Descriptions:

- 1) **CIC** - A 4-digit Carrier Identification Code assigned by the North American Numbering Plan administration. Information for all CICs held by the entity should be reported.
- 2) **ENTITY** - Name of the CIC assignee/reporting company that has purchased access (the purchaser) from the access provider company identified in the last column (6).
- 3) **ACNA** - A 3-character Access Carrier Name Abbreviation assigned to the entity requesting a CIC. Leave blank if no ACNA is provided.
- 4) **TRUNK ACCESS** - Indicates if FG B and FG D trunks are in service with the access provider (i.e., installed) using the designations shown below. Changes in FG B or FG D trunk access from the previous report shall be indicated, using the designations shown below, only for the **new** trunk access, or for a **complete disconnect of trunk access**.
- 5) **USAGE** - Indicates if there are minutes of use for FG B and/or FG D service using the designations, Y = Yes or N = No. Indication of usage changes from the previous semi-annual report should be reported.
- 6) **ACCESS PROVIDER** - Indicates all the access provider(s) from whom access has been purchased by the reporting company for a particular CIC.

Trunk Access Designations:

Y = FG B or FG D trunk access and no change from previous report

N = No FG B or FG D trunk access and no change from previous report

A = FG B or FG D trunk access activated since the previous report (i.e., new service)

D = All FG B or FG D trunk access disconnected since the previous report

ATIS-0300050

(1) CIC	(2) ENTITY	(3) ACNA	(4) TRUNK ACCESS ²⁰		(5) USAGE ²¹		(6) ACCESS PROVIDER
			FGB	FGD	FGB	FGD	
0970	ABC Co.	ABC	D	Y	Y	Y	Access Provider Name
1955	LGR, Inc.	LGR	Y	N	N	N	Access Provider Name
1955	LGR, Inc.	LGR	A	N	N	N	Access Provider Name

²⁰ Y = Yes, N = No, A = Access activated since previous report (i.e., new service), D = All access disconnected since previous report.

²¹ Y = Yes, N = No

15 Sample: CIC Assignee/B&C Clearinghouse Report

Date: Jan 31, 2022

Report for: 2H22

Entity Name: LBC Co.

Contact Name: John Smith

Telephone No.: 210-555-0199

B&C Clearing House Address: 222 ABC Street, San Antonio, TX 78222

Email: _name@company.com

Field Descriptions:

- 1) **CIC** – A 4-digit Carrier Identification Code assigned by the North American Numbering Plan administration. Information for all CICs held by the entity should be reported.
- 2) **B&C Clearinghouse** – The name of the B&C Clearinghouse that is assigned the CIC.
- 3) **ACNA** – A 3-character Access Carrier Name Abbreviation assigned to the entity requesting a CIC.
- 4) **B&C Activity** – Indicates if FG B and FG D CIC codes are in use by the clearinghouse. Changes in FG B or FG D activity from the previous report shall be indicated, using the designations shown below, only for the new billing agreement, or for discontinued agreement.
- 5) **B&C LEC Agreement** – Indicates all the Access Providers where B&C agreements exist for a particular CIC.

B&C Activity Designation:

Y = B&C Activity exists - no change from previous report

N = No B&C Activity - no change from previous report

A = B&C Activity initiated since the previous report (i.e., new service)

D = All B&C Activity discontinued since the previous report

(1) CIC	(2) B&C Clearing House	(3) ACNA	(4) B&C Activity		(5) B&C LEC Agreement
			FGB	FGD	
<u>0123</u>	<u>ABC Co.</u>	<u>ABC</u>	<u>Y</u>	<u>Y</u>	<u>Qwest</u>
<u>0456</u>	<u>LBC, Inc.</u>	<u>LBC</u>	<u>N</u>	<u>N</u>	<u>Verizon</u>
<u>0456</u>	<u>LBC, Inc.</u>	<u>LBC</u>	<u>Y</u>	<u>Y</u>	<u>AT&T</u>