



ATIS-0300050

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

Reissued with the resolution of Issue 991.

December 13, 2024



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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.

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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 shall be maintained by the INC, which shall, 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 shall 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 (2) 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 NANPA may directly assign to that Entity. Accordingly, CICs obtained via means other than direct assignment by the NANPA is 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 shall apply to all CICs (e.g., the access and usage requirements for retaining CICs) regardless of the manner through which an Entity obtained a CIC.

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 (3) CICs, a primary and two (2) 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 (1) 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).

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CIC expansion was planned for implementation in two (2) phases. Phase 1 was completed on April 1, 1993, at which time FG B and FG D CICs were split into two (2) 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 1) customers who purchase Feature Group B (FG B) and/or Feature Group D (FG D) access services,³ and 2) Billing and Collections Clearinghouses that provide third-party bill aggregation services on behalf of access purchasers.⁴ These CICs 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 NANPA.

In addition to those CICs assignable by the NANPA, there are 200 4-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 shall 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 NANPA. The availability of CICs shall be monitored by NANPA who shall 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 FG B or FG D access.
- Purchase FG B 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 Annual CIC Reporting

The assignment and management of the CIC resource is administered by the North American Numbering Plan Administrator (NANPA). All Entities (including switchless resellers, Service Providers, and interconnected VoIP providers and B&C Clearinghouses) that are assigned CICs shall provide the Appendix 1: Annual CIC Report to NANPA; These reports shall be submitted to NANPA on an annual basis to ensure effective management of the CIC resource. The Appendix 1: Annual CIC Reports shall be submitted to NANPA annually between January 1 and March 31 for the period ending December 31 of the previous year.

NANPA shall 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 CIC exhaust.

Further detail regarding these reports, including the required format and the submission method, is contained in the "Annual CIC Report" section of these CIC Assignment Guidelines.

1.5 The CIC Pools

FG B and FG D CIC resources are assigned from two (2) separate assignment pools. One (1) pool contains the four-digit FG B resource; the other pool contains the four-digit FG D resource. An Entity whose needs demand the use of FG B access only shall be assigned a FG B CIC.

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 four-digit FG B CICs of the form 0XXX and 1XXX, separate assignment of those CICs shall be considered). The FG D CIC format provides for a pool of 10,000 codes.

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 CICs. Subsequent assignments shall be made from the remaining blocks of numbers which shall 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 shall 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 shall 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 shall begin six (6) months before the projected exhaust of the current FG B CIC pool.

The industry shall review the need, in the future, to continue to restrict assignment of FG B CICs to specific 1000s blocks. The industry shall determine if, when technically practicable, this restriction shall be lifted, and FG B four-digit assignments shall 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

North American Numbering Plan (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 or a fee, the resource is subject to Reclamation by the North American Numbering Plan Administrator.

Service Providers (SPs) and NANPA are responsible for managing numbering resources in accordance with these CIC Assignment Guidelines and the orders of applicable regulatory authorities. Both SPs and NANPA 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 shall be assigned a CIC from the appropriate pool. A request for FG B or FG D access should be made before an Entity's request for the issuance of a CIC is submitted to the North American Numbering Plan Administrator (NANPA). 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 NANP area basis; i.e., there shall be no duplicate assignments segregated by geographic region and, therefore, an Entity can use the assigned CIC throughout the NANP area.

Applicants who shall submit their CIC Application Form – Part 1s and/or Confirmation of CIC In Service – Part 4 forms via the NANP Administration System (NAS). See the NANPA website at <https://www.nanpa.com> for specific details regarding registering and using NAS.

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 – Part 1 in the North American Numbering Plan Administrator's (NANPA's) NANP Administration System (NAS). One (1) CIC Application Form – Part 1 application is required per CIC request. The CIC applicant shall complete all required entries on the CIC Application Form – Part 1 to the best of his/her knowledge.
- c) Provide evidence to NANPA 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

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 Conners, North American Numbering Plan Administration, NeuStar.

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

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commission. For wireless and interconnected VoIP providers, such authorization is issued by the Federal Communications Commission (FCC).

NANPA shall process the CIC Application Form – Part 1 within seven (7) calendar days of receipt and notify the applicant by using the CIC Administrator's Response/Confirmation Part 3 form. Entity CIC preference shall be honored to the extent possible, and assignments shall be made in the order the requests are received.

All CIC Assignees are subject to the CIC assignment principles contained in these CIC Assignment Guidelines and are responsible for the submission of the Appendix 1: Annual CIC Report to the NANPA annually. If a CIC Assignee fails to submit an Appendix 1: Annual CIC Report to NANPA, its CICs are subject to Reclamation 60 days after NANPA's notification (see Section 6.2.2.2), and any new CIC Applications shall be denied until the Appendix 1: Annual CIC Report is submitted.

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

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

- a) Complete the CIC Application Form – Part 1 in the North American Numbering Plan Administrator's (NANPA's) NANP Administration System (NAS). One (1) CIC Application Form – Part 1 is required per CIC for each requested. The applicant shall complete all required entries on the CIC Application Form – Part 1 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 shall be accepted to verify "switchless reseller" status.⁹

NANPA shall process the CIC Application Form – Part 1 within seven (7) calendar days of receipt and notify the switchless reseller by using the CIC Administrator's Response/Confirmation Part 3 form. If the applicant stated a preference for a particular CIC, it shall 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 Assignees, including the submission of the Appendix 1: Annual CIC Report to the NANPA annually. If CIC Assignees fail to submit an Appendix 1: Annual CIC Report to NANPA, its CICs are subject to Reclamation 60 days after NANPA's notification (see Section 6.2.2.2) and new CIC Applications shall be denied until the Appendix 1: Annual CIC Report is submitted.

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

NANPA shall assign a FG D CIC and a matching FG B CIC to B&C Clearinghouses with the requirement for the B&C Clearinghouse to first order direct FG D trunk access and FG B translation service before applying for the CICs. Two (2) fully completed CIC Application Forms are needed because assignment of a FG D CIC to a B&C Clearinghouse shall necessitate the need to "block" the matching FG B CIC from being assigned to another Entity.

A "B&C Clearinghouse" shall use the following procedure when requesting a FG D and FG B CIC assignment:

- a) Complete two (2) CIC Application Form – Part 1s in the North American Numbering Plan Administrator's (NANPA's) NANP Administration System (NAS) (one (1) CIC Application Form – Part 1 for a FG D CIC and one (1) CIC Application Form – Part 1 for a "matching" FG B CIC). All appropriate fields on the CIC

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

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Application Form – Part 1s 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 Form – Part 1s to the best of his/her knowledge.

- b) Since FG B CICs are currently assigned only in the 0XXX, 1XXX, and 5XXX ranges, FG D CICs for B&C Clearinghouses can only be assigned from those same ranges so that the FG B and FG D CICs “match.”
- c) Provide documentation to NANPA 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 shall 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 a receive a CIC assignment under the category of “Billing and Collection Clearinghouse.” The officer’s certification shall also certify that FG B and FG D trunk access has been ordered. 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 CIC Application Form – Part 1 within seven (7) calendar days of receipt and notify the applicant by using the CIC Administrator’s Response/Confirmation Part 3 form. If the applicant stated a preference for a particular CIC, it shall be honored to the extent possible. Assignments are made in the order the requests are received.

B&C 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 annual reporting requirements, number of CICs per Entity, notifying NANPA of merger/acquisitions, company name changes, etc., as well as keeping contact information up to date with NANPA at all times.

All CIC Assignees are responsible for the submission of the Appendix 1: Annual CIC Report to the NANPA annually. B&C Clearinghouses that fail to submit an Appendix 1: Annual CIC Report to NANPA, are subject to Reclamation 60 days after NANPA’s notification (see Section 6.2.2.2) and new CIC Applications shall be denied until the Appendix 1: Annual CIC Report is submitted.

2.3 Reservation of CICs

There shall be no reservation of CICs. Rather, CICs shall 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 shall be available. NANPA shall, 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.

2.5 Four-Digit CIC Assignment Practices

If an Entity has existing CIC assignments, that Entity shall have provided the most recent Appendix 1: Annual CIC Report prior to requesting an additional CIC. NANPA shall deny a CIC Application Form – Part 1 when an Entity has existing CIC assignments, and the current Appendix 1: Annual CIC Report is missing for the Entity.

2.6 Maximum Number of CICs

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, due to mergers and acquisitions, are encouraged to make a good faith effort to return those codes to the NANPA¹¹ (See also Section 4.3).

2.7 Special Use CIC 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 CIC 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 North American Numbering Plan Administrator (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 CIC 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 CIC 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 CIC, the Entity shall notify NANPA that the technical constraint no longer exists and if they intend to return the special use CIC. If the Entity chooses not to return the special use CIC, the special use CIC shall be counted against the limit of assignable CICs. When the special use CIC exceeds the limit of assignable CICs, the Entity shall return the CIC.

An Entity can be assigned a maximum of two (2) special use CICs. It is expected that such CICs shall be required infrequently and that few special use CICs shall be assigned. The INC shall review the category of special use CICs at the request of NANPA when exhaust is projected within two (2) years but shall meet at the time the NANPA assigns a second special use CIC 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.

An Entity assigned a special use CIC shall indicate in the Comments field on the Appendix 1: Annual CIC Report if the technical constraint still exists for the assigned CIC. When the technical constraint no longer exists and the Entity indicates Disconnected = N on the Appendix 1: Annual CIC Report, NANPA shall count the CIC against the limit of assignable CICs and notify INC that the CIC is no longer considered a special use CIC. When the special use CIC exceeds the limit of assignable CICs, the NANPA shall reclaim the CIC.

2.8 CIC Limit Review

The number of CICs assignable per Entity shall 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 CICs per Entity.

¹⁰ FCC 97-125, released April 11, 1997, temporarily restricted FG D assignments to two (2) CICs per Entity to enable the transition from 3-digit to 4-digit CICs. The transition was completed on December 31, 1999, but the FCC has continued to limit FG D assignments to two (2) CICs per Entity at this time. See letter to NANPA dated June 25, 2001, available at https://nanc-chair.org/docs/jul/cics_ltr_062601_final1.doc.

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 (1) IAC code (aka ACNA) but there may be more than one (1) CIC associated with a single IAC code (aka ACNA).

3 Disposition of CICs

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

North American Numbering Plan Administrator (NANPA) shall obtain the IAC (Interexchange Access Customer) Codes Spreadsheet¹² semi-annually in order to verify the IAC Code [aka Access Customer Name Abbreviation (ACNA)] provided on any CIC Application Form – Part 1 or Appendix 1: Annual CIC Report. The IAC Code (aka ACNA) assignee name and the CIC Assignee name shall be the same. If the IAC Code assignee name and the CIC Assignee name are not the same, NANPA shall deny the application or reject the CIC on the Appendix 1: Annual CIC Report submission after verifying the information on its report with the IAC Maintenance Agent¹³. Similarly, a transfer request shall be denied if the IAC Code (aka ACNA) assignee name is different than the CIC Assignee name. A CIC Application Form – Part 1 information change shall not be subject to IAC Code (aka ACNA) verification.

3.2 *Requirement for CIC Retention*

CICs shall be placed In Service within six (6) months from the Date of Response returned on the Administrator's Response/Confirmation – Part 3. Any CIC not placed In Service within six (6) months of the Date of Response returned on the Administrator's Response/Confirmation – Part 3 is subject to Reclamation consistent with Section 6.0.

3.3 *Return of CICs*

A CIC shall be returned when the CIC Assignee (including switchless resellers, Service Providers, and interconnected VoIP providers and B&C Clearinghouses) no longer requires the CIC.

NANPA shall send a NANP Notification System (NNS) by the tenth business day of the month when CICs were disconnected in the previous month. When no CICs were disconnected, the NNS shall not be sent. Access Providers shall use this notification to update their internal systems when an ASR has not been received from the disconnecting company. This will help ensure that the Access Provider does not bill the incorrect CIC assignee when the CIC is reassigned to another entity.

Any CIC returned shall be made available for assignment by the North American Numbering Plan Administrator (NANPA) after twelve (12) months.

4 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 Providers to remove translations when notified of a return/Reclamation by the North American Numbering Plan Administrator (NANPA).

4.1 *CIC 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 CIC to another Entity as described in Section 5.2.

¹² The IAC Codes spreadsheet is purchased from the IAC Maintenance Agent.

¹³ Currently the Common Language® Group at iconectiv is the maintenance agent for the American National Standards Institute (ANSI).

4.2 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 can be verified by an access provider); and (2) appropriate and sufficient documentation of the merger or acquisition of assets has been provided to the North American Numbering Plan Administrator (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 shall be subject to Reclamation as are any other CICs.

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 Interexchange Access Customer (IAC) [aka Access Customer Name Abbreviation (ACNA)] assignee name and the CIC Assignee name shall be the same, the IAC Maintenance Agent¹⁴ shall 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 shall not initiate any changes with Service Providers/carriers relating to the transfer of a CIC assignment until NANPA has issued an Administrator's Response/Confirmation Part 3 approving the transfer request.

4.3 Requirement to Provide Updated Information to NANPA

It is the responsibility of the CIC Assignee (including switchless resellers, Service Providers, interconnected VoIP providers, and B&C Clearinghouses) to keep the North American Numbering Plan Administrator (NANPA) advised of current CIC Assignee information, including 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 CIC Application Form - Part 1 Application to be submitted via the NANP Administration System (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 CIC Application Form Part - 1 information change (e.g., removing a telephone number, adding an email address) as soon as the change is final. At a minimum, either an email address or a telephone number shall be maintained.

5 CIC Reclamation Procedures

5.1 CIC Assignee Responsibility

The Entity to which a CIC has been assigned shall return the CIC to the North American Numbering Plan Administrator (NANPA) when:

- 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 Date of Response returned on the Administrator's Response/Confirmation – Part 3.

¹⁴ Currently the Common Language® Group at iconectiv is the maintenance agent for the American National Standards Institute (ANSI).

CIC Assignees returning CICs are obligated to contact Access Providers and initiate the appropriate ASR disconnect. Access Providers are obligated to migrate all traffic off a CIC and remove translations for the CIC within 12 months of being notified by NANPA of a return/Reclamation.

5.2 NANPA Responsibility

5.2.1 Reclamations and Extensions

The North American Numbering Plan Administrator (NANPA) shall provide the CIC Assignee with an email notification reminding the assignee of the Confirmation of CIC In Service - Part 4 due date one month prior to the six-month Confirmation of the CIC In Service - Part 4 due date, if the Confirmation of CIC In Service - Part 4 has not been received. If a Confirmation of CIC In Service Part - 4 has not been submitted by the due date, NANPA shall notify¹⁵ the assignee that the Confirmation of CIC In Service Part - 4 is past due. NANPA shall refer the matter to the appropriate regulatory authority for resolution within 60 days after the Confirmation of CIC In Service - Part 4 due date.

The assignee shall apply to the appropriate regulatory authority for an extension of the Confirmation of CIC In Service Part - 4 due date if necessary. If an extension is approved, the regulator shall notify the assignee and the CIC Administrator of the new In Service deadline. The FCC point of contact can be located at <https://www.nanpa.com>.

When a CIC is reclaimed, NANPA shall notify the CIC Assignee and notify the industry of the Reclamation via the NANP Notification System (NNS). The NANPA shall make all returned or reclaimed CICs available for assignment after an idle period of 12 months.

5.2.2 Abandoned CIC Process

5.2.2.1

The North American Numbering Plan Administrator (NANPA) shall contact¹⁶ any CIC Assignee(s) that reports no usage (IN Use = N) for a CIC on an Appendix 1: Annual CIC Report for two (2) reporting cycles where the CIC Assignee has not returned the CIC to the NANPA. Such Instances may include 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.

If the CIC Assignee provides a reason (e.g., merger/acquisition, planned future usage, etc.) for reporting no usage, no action shall be taken by NANPA.

When a reason is not provided, the CIC Assignee does not respond to NANPA's request, or the NANPA is unable to contact the assignee at the contact information on file, NANPA shall send a notice to INC, the CNA, and the industry via the NANP Notification System (NNS) requesting that Access Providers determine if there is any active trunk access and/or usage on the CIC, and if so provide any known contact information to NANPA within 60 days of the request. When no trunk access and/or usage is reported, Access Providers do not share contact information, or no responses are received by NANPA at the end of 60 days, NANPA shall notify the appropriate regulatory authority.

When the appropriate regulatory authority reclaims the CIC, NANPA shall notify the industry of the Reclamation via INC, the CNA, and the NNS. NANPA shall make the reclaimed CICs available after 12 months.

¹⁵ 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.)

¹⁶ 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.)

5.2.2.2

When the North American Numbering Plan Administrator (NANPA) has not received an Appendix 1: Annual CIC Report for a CIC by March 31st for the period ending December 31st of the previous year, NANPA shall contact the CIC Assignee regarding the status of the CIC. If the CIC Assignee has been contacted but the assignee has not returned the CIC or provided an Appendix 1: Annual CIC Report within 60 days, NANPA shall initiate the Reclamation process and refer the case to the appropriate regulatory authority for resolution.

5.3 Non-Use or Misuse of CICs

The North American Numbering Plan Administrator (NANPA) shall:

- 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
- Refer all cases of non-compliance to the appropriate regulatory authority for resolution.

5.4 CICs with Unidentifiable Assignees

In the case of a CIC where no Appendix 1: Annual CIC Report was received and there appears to be no assignee or the assignee cannot be contacted, the North American Numbering Plan Administrator (NANPA) shall send a notice to INC, the CNA, and the industry via the NANP Notification System (NNS) requesting Access Providers to notify NANPA of any active trunk access and/or usage on the CIC within 60 days.

If, 60 days after NANPA's notification to the industry, trunk access and/or usage for a CIC is identified for an Entity other than the CIC Assignee, the access provider shall provide a contact name, email, and/or phone number of the Entity using the CIC to NANPA. NANPA shall reach out to the contact provided via phone and/or email to determine if a merger/acquisition occurred or if the Entity is under common ownership or control of the CIC Assignee. The notification shall instruct the Entity using the CIC to submit a CIC Application Form - Part 1 to transfer the CIC within 30 calendar days or the Reclamation process shall begin. At the end of the 30 calendar days if no CIC Application Form - Part 1 has been submitted, the Entity using the CIC is unable to provide documentation supporting a merger/acquisition, or that the Entity is under common ownership or control of the CIC Assignee, NANPA shall notify the appropriate regulatory authority.

If, 60 days after NANPA's notification to the industry, no trunk access and/or usage is identified, NANPA shall notify the appropriate regulatory authority.

When the appropriate regulatory authority reclaims the CIC, NANPA shall notify the CIC Assignee, INC, the CNA, and the industry of the Reclamation via the NNS. NANPA shall make the reclaimed CICs available after 12 months.

6 CIC Reports – Overview

7 Requirements for the Appendix 1: Annual CIC Report

To continue to retain an assigned CIC that is in use, CIC Assignees (including switchless resellers, Service Providers, and interconnected VoIP providers and B&C Clearinghouses) are required to provide an Appendix 1: Annual CIC Report to the North American Numbering Plan Administrator (NANPA). The Appendix 1: Annual CIC Report reporting requirements described below have been developed for use by all CIC Assignees with Feature Group B (FG B) and/or Feature Group D (FG D) CIC assignments. An Entity with multiple CIC Assignees may submit a single report for all CIC Assignees under its ownership or control.

General Requirements

All Entities shall provide the following information on the Appendix 1: Annual CIC report:

- a) the date the report is submitted,
- b) the reporting period (YYYY),
- c) the name of the Entity submitting the report,
- d) the contact name (first and last) of the person submitting the report,
- e) the address of Entity submitting the report,
- f) the contact telephone number of the person submitting the report,
- g) the contact email address of the person submitting the report,
- h) the CIC being reported on,
- i) the CIC Type (FG B or D) for the CIC being reported on,
- j) the name of the Entity, Switchless Reseller, or B&C Clearinghouse using the CIC
- k) the IAC Code associated with the CIC being reported on,
- l) if the CIC being reported on is in use (Y or N),
- m) if all CIC activity has been disconnected (Y or N) for the CIC being reported on, and
- n) any comments for the Administrator (required for special use CICs only).

The contact information provided on the report shall not affect the contact information contained in the NANP Administration System (NAS) for the CIC. Any changes to CIC Assignee contact information shall be submitted in NAS on a CIC Application Form - Part 1 application form.

The Appendix 1: Annual CIC Reports shall be submitted by CIC Assignees to NANPA annually between January 1st and March 31st for the period ending December 31st of the previous year. The Appendix 1: Annual CIC Reports shall be dated as of the actual date they are submitted to NANPA. Reports are to be submitted in the NANP Administration System (NAS).

If any Entity fails to submit an Appendix 1: Annual CIC Report for an assigned CIC, 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 an Appendix 1: Annual CIC Report within 60 days, NANPA shall initiate the Reclamation process and refer the case to the appropriate regulatory authority for resolution.

When an Entity has reported no usage on a CIC for 2 Annual CIC Reporting cycles, NANPA shall follow the Abandoned CIC process outlined in Section 6.2.2.

When a CIC is reported as disconnected (disconnected =Y), NANPA shall reclaim the CIC.

8 Conservation

8.1 *The Need for a Conservation Mode*

Conservation involves efforts to preserve the availability of CICs. A conservation mode and the restrictive assignment policies 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, shall 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 (5) years.

8.2 *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 North American Numbering Plan Administrator (NANPA), as Administrator of CIC assignments, shall monitor the assignment rate and level, predict the potential for exhaust, and report its findings

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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 CIC assignments per Entity, an aggressive effort, beyond that already in place, for CIC 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.

9 Glossary

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.
Carrier Access Code (CAC)	The sequence an end user dials to obtain access to the switched services of a carrier, e.g., 101XXXX.
Carrier Identification Code (CIC)	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.
Feature Group B (FG 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.
Feature Group D (FG 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.
Industry Numbering Committee (INC)	A committee of the Alliance for Telecommunications Industry Solutions (ATIS), INC provides 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, the Confirmation of CIC In Service – Part 4 has been submitted and approved, the Appendix 1: Annual CIC Report indicates the CIC is in use, and the CIC is being used for the purposes specified in the original application.
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).

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Interexchange Access Customer (IAC)	Also known as ACNA (Access Customer Name Abbreviation). This three-character alphabetical identifier is assigned by the iconectiv Common Language Group as the IAC Maintenance Agent 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.
North American Numbering Plan (NANP)	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)].
North American Numbering Plan Administration (NANPA)	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. ¹⁷ 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)).

¹⁷ Administration of the North American Numbering Plan, Report and Order, CC Docket No. 92-237, 11 FCC Rcd 2588, 2608 (1995) (NANP Order).

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