



**ATIS-0300119**

**Thousands-Block (NPA-NXX-X) & Central  
Office Code (NPA-NXX) Administration  
Guidelines**

Reissued with the closure of Issue 896.

**January 15, 2021**

**ATIS-0300119**

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The Industry Numbering Committee (INC) provides an open forum to address and resolve industry-wide issues associated with planning, administration, allocation, assignment and use of North American Numbering Plan (NANP) numbering resources within the NANP area.

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## Foreword

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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:

Dyan Adams, Verizon

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ATIS Standard on –

# Thousands-Block (NPA-NXX-X) & Central Office Code (NPA-NXX) Administration Guidelines

## 1 Background

North American Numbering Plan (NANP) resources, including those covered in these guidelines, are collectively managed by the North American Telecommunications industry with oversight by the North American regulatory authorities in areas served by the NANP. The NANP is the basic numbering scheme for the public switched telecommunications networks in the Countries<sup>1</sup> that are participants in the NANP.<sup>2</sup>

The NANP and the NANP resources are developed in conformance with the International Telecommunication Union Telecommunications Standardization Sector (ITU-T) recommendations including E.164 “The international public telecommunication numbering plan.”<sup>3</sup>

NANP resources are used to route calls to subscriber terminals and may be included in the call record for the purpose of rating calls.

These guidelines address the assignment of Central Office (CO) Codes (NPA-NXX) [also referred to as CO Codes (NPA-NXX)] and Thousands-Blocks (NPA-NXX-X), including submission of new assignments for inclusion in the iconectiv<sup>®</sup> Business Integrated Routing and Rating Database System (BIRRD) and Line Information Database (LIDB) Access Support System (LASS) so that notification to the industry can take place through BIRRD outputs. Examples of these outputs are the iconectiv Local Exchange Routing Guide (LERG<sup>™</sup>), and the iconectiv TPM<sup>™</sup> Data Source. Implementation of these assignments is beyond the scope of these guidelines.

Throughout these guidelines the term Numbering Resources shall be used when referencing both CO Codes and Thousands-Blocks.

Examples of uses for Numbering Resources for which these guidelines apply include plain old telephone service (POTS), Centrex, Direct Inward Dialing (DID), Commercial Mobile Radio Service (CMRS), Interconnected Voice over IP (VoIP) services, data lines, facsimile, coin phones, and customer owned pay phones. Numbering Resources are Assigned to Service Providers (SP) for use at a Switching Entity/Point of Interconnection (POI) they own or control. While the ultimate delivery of any call to a Numbering Resource need not be geographically identified, by necessity initial routing is geographically defined. Therefore, for assignment and routing purposes, the Numbering Resource is associated with a specific geographic location within a Numbering Plan Area (NPA), from which it is Assigned. For some companies this is also used for billing purposes.

These guidelines were developed assuming pre-porting with Efficient Data Representation (EDR) as the preferred method of implementation.<sup>4</sup>

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<sup>1</sup> The term Country(ies) is used herein to mean a sovereign state or its geopolitical subdivision (e.g., Territory, Commonwealth or Possession). A listing of sovereign states can be found at the United Nations and/or the International Telecommunications Union websites.

<sup>2</sup> See North American Numbering Plan (NANP) in the Glossary for a current list of participants.

<sup>3</sup> This document is available at: < <http://www.itu.int/rec/T-REC-E.164/en> >.

<sup>4</sup> Refer to North American Numbering Council (NANC) Meeting Record, August 1998.

While these guidelines were developed at the direction of the Federal Communications Commission (FCC),<sup>5</sup> they do not supersede controlling appropriate NANP area governmental or regulatory principles, guidelines, and requirements. However, the FCC has implemented a number of orders and rules referenced by footnote to the appropriate order. Should the rules change, the associated text in the guidelines and references would change accordingly. The FCC orders and rules incorporated in these guidelines are included in Section 22.

## 2 Purpose & Scope

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This document specifies guidelines for the administration and assignment of CO Codes (NPA-NXX), and Thousands-Blocks (NPA-NXX-Xs) to Local Number Portability (LNP)-capable SPs<sup>6</sup> within geographic numbering plan areas (NPAs). This does not preclude a future effort to address non-geographic NPA in the same guidelines.<sup>7</sup> Throughout these guidelines the term Numbering Resources shall be used when referencing both CO Codes and Thousands-Blocks.

These guidelines do not address the issue of who shall fulfill the role of the North American Numbering Plan Administrator (NANPA) or the Pooling Administrator (PA). Throughout these guidelines, the terms NANPA and CO Code Administrator are used interchangeably, and the term Numbering Resource Administrators is used when referring to both NANPA and the PA. The guidelines described herein were developed by the industry without any assumption on who should be the NANPA(s) or PA(s).<sup>8</sup>

### 2.1 Public Resources

The NANP resources are considered a public resource and are not owned by the Assignees or the Numbering Resource Administrators. Administrative assignment of the CO Code and Thousands-Block public resource to a CO Code Holder or Thousands-Block Holder does not imply ownership of the resource to the CO Code Holder or Thousands-Block Holder to which it is Assigned. Consequently, the Numbering Resources cannot be sold, brokered, bartered, or leased by the Assignee for a fee or other consideration.

If a Numbering Resource is sold, brokered, bartered, or leased for a fee, the resource is subject to Reclamation.<sup>9</sup> Unused numbers may also be subject to Reclamation for Reassignment to other SPs.<sup>10</sup>

### 2.2 Thousands-Block Number Pooling

Thousands-Block Number Pooling references in these administration guidelines apply only to the assignment of Thousands-Blocks to Thousands-Block Applicants providing service within specific Rate Centers:

- a) where SP Location Routing Number (LRN) LNP has been implemented;
- b) where Thousands-Block Number Pooling has been mandated by the appropriate regulatory body;

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<sup>5</sup> This effort has been undertaken at the direction of the Federal Communications Commission (FCC), in a letter to the North American Numbering Plan Administrator (NANPA) dated June 21, 1991, in an attempt to develop procedures that can be applied uniformly while using a finite Numbering Resource in the most efficient and effective manner possible and subsequently changed per the FCC's Numbering Resource Optimization orders under Dockets 99-200, 96-98 and 95-116.

<sup>6</sup> In Rate Centers where Thousands-Block Number Pooling has been ordered or implemented; the Thousands-Block Number Pooling sections of these guidelines do not apply where Thousands-Block Number Pooling has not been ordered or implemented. See FCC 03-126 ¶14.

<sup>7</sup> Separate procedures apply to the assignment of Central Office (CO) Codes (NPA-NXX) within currently Assigned Service Access Codes (SACs), and others will be developed, as appropriate, as new SACs are Assigned by the North American Numbering Plan Administrator (NANPA). For example, CO Code assignment guidelines for the 900 SACs are available. Separate guidelines also will be prepared to address the assignment of Numbering Resources reserved for non-geographic applications.

<sup>8</sup> A list of the current Code Administrators is available at <http://www.nanpa.com>. A list of current Pooling Administrators is available at [www.nationalpooling.com](http://www.nationalpooling.com).

<sup>9</sup> Supported by the North American Numbering Council (NANC) in letter dated 7/30/97 from the NANC Chairman to the Industry Numbering Committee (INC) Moderator.

<sup>10</sup> FCC 00-104 ¶5. See also 47 CFR § 52.15 (i) (1).

- c) where a SP has chosen to participate in Thousands-Block Number Pooling in an optional Rate Center outside of the top 100 Metropolitan Statistical Areas (MSAs), the SP cannot withdraw from pooling in an optional Rate Center once the SP has submitted a forecast or Donation or has been Assigned a Thousands-Block. Once a SP chooses to participate in Thousands-Block Number Pooling in an optional Rate Center all numbering applications shall be submitted directly to the PA.<sup>11</sup>

## 2.3 Audits

Both SPs and Numbering Resource Administrators 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. Audits of the Numbering Resource Administrators, CO Code Applicants/Holders, Audit and Thousands-Block Applicants/Holders shall be performed by the Audits Branch of the Accounting Safeguards Division in the FCC Wireline Competition Bureau, or other designated agents to:

- a) ensure uniformity in application of these guidelines by the Numbering Resource Administrators to all Numbering Resource applications received by the Numbering Resource Administrators;
- b) ensure compliance with these guidelines by CO Code and Thousands-Block Applicants and the Numbering Resource Administrators; and
- c) ensure the efficient and effective use of Numbering Resources by CO Code and Thousands-Block Applicants/Holders and efficient and effective management of Numbering Resources by the Numbering Resource Administrators.

## 2.4 Service Provider Responsibilities

CO Code and Thousands-Block Applicants and CO Code and Thousands-Block Holders shall comply with the responsibilities listed in these guidelines and are responsible for obtaining the current version. These guidelines are available from the NANPA ([www.nationalnanpa.com](http://www.nationalnanpa.com)) or PA ([www.nationalpooling.com](http://www.nationalpooling.com)) web sites, as well as the ATIS website ([http://www.atis.org/01\\_committ\\_forums/INC/documents/](http://www.atis.org/01_committ_forums/INC/documents/)).

SPs have many responsibilities that vary depending on whether the SP is acting as a CO Code Holder of a Non-Pooled CO Code (NPA-NXX), a CO Code Holder of a Pooled CO Code (NPA-NXX), or a Thousands-Block Holder of a Thousands-Block(s). These responsibilities are outlined throughout these guidelines.

These industry consensus guidelines are expected to apply throughout the NANP area subject to guidelines and constraints of the NANP area administrations unless the affected administrations direct otherwise.<sup>12</sup> SPs and Numbering Resource Administrators are responsible for managing Numbering Resources in accordance with these guidelines.

## 3 Assumptions & Constraints

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The development of these administration guidelines is based on the following assumptions and constraints:

### 3.1 Assignment and Use

#### 3.1.1

North American Numbering Plan (NANP) Numbering Resources shall be Assigned to permit the most effective and efficient use of a finite Numbering Resource in order to prevent Premature Exhaust of the NANP and delay the need to develop and implement costly new numbering plans. Efficient resource management and CO Code (NPA-NXX)

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<sup>11</sup> The Pooling Administrator (PA) shall provide a report to the North American Numbering Plan Administrator (NANPA) of the Service Providers (SP) participating in pooling in a voluntary Rate Center outside of the top 100 Metropolitan Statistical Areas (MSA). If NANPA determines from the report that a SP is participating in pooling in a voluntary Rate Center, NANPA shall deny a Part 1 Central Office Code (NPA-NXX) Application for that Rate Center.

<sup>12</sup> The Canadian Radio-television and Telecommunications Commission (CRTC) has approved the "Canadian Central Office Code (NXX) Assignment Guidelines" for the administration of Central Office (CO) Codes within Canadian Numbering Plan Areas (NPAs) by the Canadian Numbering Administrator (CNA). See [www.cnac.ca](http://www.cnac.ca).

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Conservation are necessary due to the industry impacts of expanding the Numbering Resource (e.g., expansion from 10 to 11 digits). Impacts to the industry include:

- a) Customer impacts (e.g., dialing, changes to advertising and stationery, security systems, etc.)
- b) Customer Premise Equipment (CPE) modifications
- c) Domestic and international switching hardware and software modifications
- d) Operational support systems modifications and/or upgrades; and
- e) Reprogramming of non-telecommunications databases that contain Telephone Numbers (TN)

### 3.1.2

The NANP Resources Assigned in this guideline are expected to be used in conformance with this guideline and the related ITU-T recommendations. Misuse of a resource either as defined in this guideline or as defined in ITU-T E.156 “Guidelines for ITU-T action on reported misuse of E.164 number resources” should be reported to the NANPA.<sup>13</sup> See Section 20 for contact information.

### 3.1.3

These guidelines should provide the greatest latitude in the provisioning of telecommunications services while effectively managing a finite resource. Resource Conservation, in and of itself, should not inhibit or otherwise impede, the ability to obtain Numbering Resources.

### 3.1.4

It is assumed from a wireline perspective that Numbering Resources Allocated to a wireline SP are to be utilized to provide service to a customer’s premise located in the same Rate Center that the Numbering Resources are Assigned. Exceptions exist, for example tariffed services such as foreign exchange service.

### 3.1.5

SPs shall assign numbers only from their own existing Service Provider Inventory. Any Thousands-Block(s) (NPA-NXX-X) donated at pool start up, subsequently donated, or returned to the Industry Inventory Pool, becomes part of the Pooling Administrator’s Inventory and is no longer part of a Service Provider’s Inventory. The SP donating/returning the Thousands-Block(s) shall make no new number assignments out of a donated/returned Thousands-Block(s) to prevent the double-assignment of TNs to its customers and the customers of the subsequent Thousands-Block Holder.

### 3.1.6

For the purposes of these guidelines, it is assumed that Thousands-Blocks donated to a pool from wireless grandfathered NXXs<sup>14</sup> cannot be Assigned to SPs until regulatory authorities direct how to handle these unique Numbering Resources. Additionally, because these Thousands-Blocks of grandfathered numbers have been donated to the pool, they are excluded from Months to Exhaust (MTE) and utilization calculations on the Appendix 2 Thousands-Block Months to Exhaust Certification Worksheet – TN level when a SP requests Thousands-Blocks for Growth. The Thousands-Block Applicant shall include grandfathered CO Codes and/or Thousands-Blocks that have not been disconnected/donated and are still in its Service Provider Inventory in the total numbering

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<sup>13</sup> <http://www.itu.int/rec/T-REC-E.156/en>

<sup>14</sup> Grandfathered wireless Central Office (CO) Codes (NPA-NXX) exist in states where the regulatory agency has allowed wireless carriers to maintain their existing (old) CO Codes in geographic areas (and Rate Centers) that were Assigned a new Numbering Plan Area (NPA). Equivalent circumstances occur in some states where the term “grandfathered” is not used, e.g., CO Codes not in a correct geographic NPA.

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resources calculation in Appendix 2. Using the data from the Total Numbering Resources report<sup>15</sup>, PAS shall automatically populate on the Appendix 2 the list of all Codes NPA(s)-NXXs and Blocks NPA(s)-NXX-X(s) allocated to the OCN, as well as the quantity in item C. Total Numbering Resources.<sup>16</sup> When an exception exists, a block Applicant shall adjust the auto-populated list of all Codes NPA(s)-NXXs and Blocks NPA(s)-NXX-X(s) allocated to the OCN, the quantity in item A. Available Numbers, and the auto-populated quantity in item C. Total Numbering Resources on the Appendix 2 and provide an explanation of the adjustments in the Explanation field (e.g., increased the quantity of available numbers and total numbering resources, and the list of total numbering resources due to pending applications in the same rate center, or for documentation purposes for safety valve waivers). On the Appendix 2, when a block disconnect request is pending in the same rate center, SPs shall not remove the resources from the list of all Codes NPA(s)-NXXs and Blocks NPA(s)-NXX-X(s) allocated to the OCN, or adjust the quantity in item A. Available Numbers or in item C. Total Numbering Resources. The PA shall deny an application when the quantity in item A. Available Numbers and the quantity in item C. Total Number Resources on the Appendix 2 does not include all assigned, retained and pending resources, and the SP does not provide an explanation of the adjustment.

### 3.1.7

Applicants for Numbering Resources shall comply with all applicable local governmental, state, federal and the NANP area governmental regulations relative to the services they wish to provide.

### 3.1.8

All SPs and Numbering Resource Administrators agree to abide by the Reclamation guidelines outlined in Section 11.

## 3.2 Administrator Holidays

The schedule of holidays recognized by the Numbering Resource Administrators will affect the administration of these guidelines. Holidays shall not be considered a calendar day as a part of any timing of numbering Allocations in association with these guidelines.

## 4 Pre-Ordering Responsibilities

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The following responsibilities shall be met in order to receive Numbering Resources.

### 4.1 System Access

Each SP obtaining numbering resources from Numbering Resource Administrators is responsible for submitting individual applications for Authorized User(s) to access the NANP Administration System (NAS) and the Pooling Administration System (PAS). Users shall have a unique password for access to each system. A NAS User Profile Application shall be submitted at [www.nationalnanpa.com](http://www.nationalnanpa.com). A PAS User Profile Application shall be submitted at [www.nationalpooling.com](http://www.nationalpooling.com). The Numbering Resource Administrators have up to five business days to assign a password and notify the CO Code or Thousands-Block Applicant.

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<sup>15</sup> A block Applicant may view the list and quantity of total numbering resources allocated to its OCN in a particular rate center from the Total Numbering Resources report available in PAS; authorized state commission staff also may view the Total Numbering Resources report in PAS by OCN and rate center for a particular SP within their state.

<sup>16</sup> Grandfathered codes and/or blocks that have not been disconnected/donated and are still in the SP's inventory shall be automatically populated in the list and count of Total Numbering Resources.

## **4.2 SPs Not Participating in Thousands-Block Number Pooling**

### **4.2.1**

Where Thousands-Block Number Pooling has not been implemented, or is not in use by a SP, the SP shall continue to apply directly to the North American Numbering Plan Administrator (NANPA) for Numbering Resources. SPs required to participate in pooling shall request and receive Numbering Resources from the PA.<sup>17</sup>

### **4.2.2**

Where Thousands-Block Number Pooling has not been deployed, CO Code (NPA-NXX) sharing in which portions of the CO Codes are Allocated to multiple Switching Entities/Points of Interconnection (POI) and/or multiple SPs, should be avoided unless mutually agreed to by the SPs sharing the CO Code.<sup>18</sup> Once Thousands-Block Number Pooling has been deployed, unneeded Thousands-Blocks (NPA-NXX-X) that are 10% or less contaminated shall be donated to the pool. Retained Thousands-Blocks, to the extent feasible, should be identified by each SP.

## **4.3 SPs Participating in Thousands-Block Number Pooling**

### **4.3.1**

Where a SP has chosen to participate in Thousands-Block Number Pooling in an optional Rate Center outside of the top 100 Metropolitan Statistical Areas (MSA), the SP cannot withdraw from pooling in an optional Rate Center once the SP has submitted an Appendix 4 Thousands-Block Forecast Report or a Donation or has been Assigned a Thousands-Block. Once a SP chooses to participate in Thousands-Block Number Pooling in an optional Rate Center all numbering applications shall be submitted directly to the PA.<sup>19</sup>

### **4.3.2**

Six to nine months prior to supplemental Thousands-Block Number Pooling implementation; SPs that do not currently participate in Thousands-Block Number Pooling shall be required to utilize the Thousands-Block pooling sections of these guidelines (see Section 17, *Thousands-Block Pooling Supplemental Implementation Meeting (SIM) Procedures*). In addition, non-pooling SPs are obliged to provide forecast and other data pursuant to regulatory request.

### **4.3.3**

A SP entering an established Industry Inventory Pool that has Numbering Resources within the Rate Center shall, prior to requesting numbering resources from the Industry Inventory Pool:

- a) provide an Appendix 4 Thousands-Block Forecast Report; and
- b) Donate/return Thousands-Blocks to the Industry Inventory Pool as outlined in Section 11.1

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<sup>17</sup> 47 CFR § 52.20 (b).

<sup>18</sup> In certain situations, there are Technical, billing, service delivery, roaming, and/or tariff reasons that require partial and/or different Central Office (CO) Code (NPA-NXX) assignments.

<sup>19</sup>The Pooling Administrator (PA) shall provide a report to the North American Numbering Plan Administrator (NANPA) of the Service Providers (SP) participating in pooling in a voluntary Rate Center outside of the top 100 Metropolitan Statistical Areas (MSA). If NANPA determines from the report that a SP is participating in pooling in a voluntary Rate Center, NANPA shall deny a Part 1 Central Office Code (NPA-NXX) Application for that Rate Center.

## **4.4 FCC Form 502, North American Numbering Plan Numbering Resource Utilization/Forecast (NRUF) Report**

### **4.4.1**

It is an FCC requirement that CO Code Holders, pooling SPs, Resellers and Type 1 Interconnection Service Provider (i.e., Reporting Carriers) report accurate and timely forecasting and utilization data via the FCC Form 502, North American Numbering Plan Numbering Resource Utilization/Forecast (NRUF) Report. The Numbering Resource Administrators shall withhold Numbering Resources from any U.S. Carrier that fails to comply with the reporting and Numbering Resource application requirements established in 47 CFR 52.15.<sup>20</sup>

### **4.4.2**

In order to obtain CO Codes or Thousands-Blocks, an Applicant shall submit or have submitted a NRUF Form 502 (see "NRUF Guidelines") to the NANPA for the NPA in which the Numbering Resources are being requested.<sup>21</sup> This requirement shall not apply in instances where an NPA has been implemented since the last NRUF Form 502 and the SP has submitted a NRUF Form 502 for the NPA(s) previously serving the geographic areas involved. Where pooling has been implemented, and the SP is participating in Thousands-Block Number Pooling, an Applicant shall submit or have submitted the required semi-annual NRUF Form 502 to the NANPA and the Appendix 4 to the PA in order to be Assigned a Thousands-Block.<sup>22</sup>

### **4.4.3**

The CO Code/ Thousands-Block Holders who report Intermediate Numbers shall provide the name and contact information to the NANPA of the Telecommunications Carriers that have received numbers. These other Telecommunication Carriers, e.g., Reseller, Type 1 Interconnection Service Provider, and Interconnected VoIP SPs, shall be responsible to provide NRUF Form 502 number utilization data to the NANPA.

### **4.4.4**

SPs (i.e., Reporting Carriers) are required to submit their NRUF Form 502 to the NANPA on a semi-annual basis on or before February 1 for the period ending on December 31, and on or before August 1 for the period ending on June 30 of each year.<sup>23</sup> Additionally, under these same semi-annual reporting deadlines, SPs shall submit to the PA the Appendix 4.

### **4.4.5**

NANPA shall issue a request for forecast and utilization data (i.e., NRUF Form 502) at least two months prior to the due date (See NRUF Guidelines). NRUF Form 502 data shall be used for projecting NPA exhaust and for planning NPA Code Relief. NRUF Form 502 data shall be treated on a confidential and proprietary basis. If a SP identifies a significant change in their forecast or utilization between NRUF Form 502 reporting cycles, they should provide an updated NRUF Form 502.

### **4.4.6**

SPs shall submit the NRUF Form 502 data per instructions in the NRUF Guidelines.

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<sup>20</sup> 47 CFR § 52.15 (g) (4)

<sup>21</sup> 47 CFR § 52.15 (f) (4) and (5)

<sup>22</sup> 47 CFR § 52.15 (f) (6) (i).

<sup>23</sup> 47 CFR § 52.15 (f) (6) (i)

#### **4.4.7**

In a Rate Center consolidation, a SP shall update its NRUF Form 502 forecast and Appendix 4 forecast in the new Rate Center(s) in order to receive resources in that Rate Center. Forecasts in the old Rate Center(s) shall be deleted on the Effective Date of the consolidation. In the case of a Rate Center consolidation with a consolidation Effective Date that falls between June 30 and August 1 or December 31 and February 1, SPs should submit their NRUF Form 502 and Appendix 4 forecasts for the Rate Center that is in effect at the time of the SP's NRUF Form 502 and Appendix 4 submissions to avoid submission errors.

### **4.5 Thousands-Block Forecast Report (Appendix 4)**

#### **4.5.1**

Because NRUF Form 502 forecast data needs to be supplemented in areas where Thousands-Block Number Pooling has been implemented, all Thousands-Block Number Pooling SPs shall provide an Appendix 4 Thousands-Block Forecast Report, on a semi-annual basis, by Rate Center to the PA in addition to the NRUF Form 502.

#### **4.5.2**

The available methods for SPs to submit an Appendix 4 are: electronic file transfer (EFT), Excel spreadsheet (instructions may be found at [nationalpooling.com](http://nationalpooling.com)), and directly into PAS.

#### **4.5.3**

The Appendix 4 requires SPs to forecast their expected needs for Thousands-Blocks and CO Codes, by Rate Center, for the next 12-months, by month.

#### **4.5.4**

SPs shall provide an Appendix 4 for each pooling area to the PA on a semi-annual basis on or before February 1 for the period ending on December 31, and on or before August 1 for the period ending on June 30 of each year.<sup>24</sup>

#### **4.5.5**

The PA shall size each Industry Inventory Pool as necessary based on forecasts received. The PA shall maintain no more than a six-month Inventory of Telephone Numbers in each Rate Center.<sup>25</sup> The exception to the six-month Inventory maximum is when Thousands-Block Donations/returns exceed the six-month supply and there are no full CO Codes for the PA to return to the NANPA.

#### **4.5.6**

All individual SP forecast data shall be treated by the PA in a confidential manner. The data provided in these reports shall allow the PA to aggregate the data at the Rate Center level and shall be used by the PA to provide a Rate Center NRUF Form 502 to NANPA and to determine if a Critical Industry Inventory insufficiency (see Section 7.1.11 and 14.1.7.2) exists within a Rate Center.

#### **4.5.7**

If SPs identify a change in their Thousands-Block forecast for a Rate Center, they shall provide an updated Appendix 4 for that Rate Center as soon as possible to the PA. The updated forecast should also identify a SP's

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<sup>24</sup> 47 CFR § 52.15 (f) (6)

<sup>25</sup> 47 CFR § 52.20 (d) (2).

need for an entire CO Code(s) (identified in Thousands-Block(s) to satisfy the need of a single customer. This updated Appendix 4 shall completely replace the previous Appendix 4 for a given Rate Center. If a SP submits a Part 1A Thousands-Block (NPA-NXX-X) Application for Thousands-Blocks that is greater than that which is currently forecasted, the SP shall be required to update its Appendix 4 forecast prior to proceeding with the request.

## 4.6 Operating Company Number (OCN)

### 4.6.1

The Numbering Resource Application (Part 1 Central Office Code (NPA-NXX) Application or Part 1A) shall provide an OCN, which uniquely identifies the Applicant. The Numbering Resource Administrator shall not issue Numbering Resources to a SP without an Operating Company Number (OCN).<sup>26</sup> The OCN cannot be shared with another SP. The OCN shall be associated with a National Exchange Carrier Association (NECA) Company Code Category Type that has been determined to be appropriate for the direct assignment of Numbering Resources. The following is the list of permitted Company Code Category Types for Numbering Resources:

- |                                       |                                 |
|---------------------------------------|---------------------------------|
| a) Incumbent Local Exchange Carrier   | ILEC                            |
| b) Regional Bell Operating Company    | RBOC                            |
| c) Competitive Local Exchange Carrier | CLEC                            |
| d) Personal Communications Service    | PCS                             |
| e) Unbundled Local Exchange Carrier   | ULEC                            |
| f) Wireless Carriers                  | WIRE                            |
| g) Internet Provider Enabled Services | IPES (only Interconnected VoIP) |

The Numbering Resource Administrators shall deny all numbering applications from SPs with an OCN category that is not permissible for numbering assignments. The Applicant can obtain OCN information by contacting NECA (<http://www.neca.org>). The information provided on Part 1 and/or Part 1A shall be the official information. Any changes to this information shall be submitted to the appropriate Numbering Resource Administrator as described in Sections 9 and 10.

## 4.7 Switching Entity/POI Common Language® Location Code (CLLI™ Code)

Applicants shall confirm the validity of their Switching Entity/POI prior to submitting the number application (Part 1 or Part 1A). The following are current valid entity codes for population of the Switching Entity/POI on the Part 1 or Part 1A and appropriate for Numbering Resource assignments in BIRRDSTM:

- a) Digital Switch
- b) Cellular Mobile Switch
- c) Remote Switch
- d) Call Agent Virtual Switch (grandfathered only for call agents having NPA-NXXs already Assigned)
- e) Appropriate POIs (message trunk interface)
- f) Next Generation Network Entities as appropriate for assignment of numbering resources

The entry in the "Switching Identification (Switching Entity/POI)" field in Section 1.2 of the Part 1 application shall be an active Common Language Location Code (CLLI Code), one of the valid network entity types appropriate for CO Code assignment listed above and built in BIRRDSTM; otherwise NANPA shall deny the application for a CO Code.

CO Codes are Assigned to entities for use at a Switching Entity/POI they own or control. If the Switching Entity/POI populated in Section 1.2 of the Part 1 application is not under the ownership or control of the CO Code Applicant, the Applicant shall provide documentation (e.g., letter of authorization) allowing this use, otherwise NANPA shall

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<sup>26</sup> 47 CFR § 52.15 (g) (5)

deny the application for a CO Code. NANPA shall retain this documentation on file and the Applicant may reference it in the “Comments” field of the Part 1 on future applications utilizing the same Switching Entity/POI instead of providing the documentation again. NANPA shall retain the documentation until the authorizing SP indicates that the authorization has been revoked.

## 4.8 Initial Numbering Resource Documentation

The need for an Initial Numbering Resource assignment occurs only when a SP initiates service in a Rate Center where they currently have no Assigned Numbering Resources.

Applicants requesting Initial Numbering Resources shall be licensed or certified to operate in the Rate Center. Applications for Initial Numbering Resources shall include documented proof that (1) the Applicant is authorized to provide service in the area for which the Numbering Resources are requested, and (2) the Applicant is or will be capable of providing service within 60 calendar days of the Numbering Resources Activation Date.<sup>27</sup> Specifically, SPs shall provide, as part of their applications for Initial Numbering Resources, evidence demonstrating that they are licensed, certified, or have an FCC authorization to provide service in the area in which they seek Numbering Resources (see Section 4.8.1). SPs requesting Initial Numbering Resources shall also provide the Numbering Resource Administrators appropriate evidence that its facilities are in place or will be in place to provide service within 60 calendar days of the numbering resources activation date (See Section 4.8.2).<sup>28</sup>

For an Initial Numbering Resource application (Part 1 and/or Part 1A), an Applicant shall provide one form of documentation from both Sections 4.8.1 and 4.8.2.

### 4.8.1 License, Certification and/or FCC Authorization

Evidence that demonstrates the SP has a license or authority issued by the FCC or a Certificate of Public Convenience and Necessity (CPCN) issued by a State Regulatory Body to provide service in the city and state/Rate Center/MSA#/RSA#/MTA#/BTA#/national/LATA. Evidence shall be provided to the Numbering Resource Administrator with the Part 1 or Part 1A application. Evidence shall be provided to the NANPA (e.g., email or fax) or PA (e.g., Attach Documents in PAS or email). If the documents are not being attached in PAS, the PAS tracking number shall be provided.

- a) A SP categorized as an ILEC, RBOC, ULEC, or CLEC shall provide evidence that demonstrates the SP has a CPCN issued by a State Regulatory Body to provide service in the area the Numbering Resource is being requested.
- b) A SP categorized as WIRE or PCS shall provide evidence that demonstrates the SP has a license issued by the FCC to provide service in the area the Numbering Resource is being requested.
  - 1) If a wireless SP provides a non-exclusive 3650-3700 MHz Radio Service nationwide license, it shall also provide a 3650-3700 MHz Service Registration Acceptance Letter from the FCC to establish both that it has registered fixed sites and base stations, and the location of those sites.
- c) A SP categorized as IPES shall provide evidence that demonstrates the SP has a national authorization issued by the FCC. In addition, the SP shall provide the 30-day State Notification as well as a date stamped filing or email receipt showing the 30-day notice was sent to the state.<sup>29</sup> See Appendix B Template for 30-day State Notification for Interconnected VoIP Providers. The 30-day notice shall contain the following information:
  - 1) Applicant’s IPES OCN (NECA Company Code classification shall be IPES)
  - 2) NPA and Rate Center(s) where the request(s) will be made
  - 3) Whether the applications shall be for Initial or Growth Numbering Resources
  - 4) Quantity of Thousands-Blocks and/or CO Codes that are being requested
  - 5) Accurate regulatory and numbering contact information

<sup>27</sup> 47 CFR § 52.15 (g) (2) and 47 CFR § 52.15 (g) (3).

<sup>28</sup> 47 CFR § 52.15 (g) (2) and 47 CFR § 52.15 (g) (3).

<sup>29</sup> See 47 CFR § 52.15 (g) (3) and FCC 15-70 ¶14 and ¶34.

In the case that the name on the license or authority issued by the FCC or CPCN does not match the SP's name on the application, or 30-day State Notification in the case of an Interconnected VoIP application, the Applicant shall provide verifiable merger/acquisition or name change documentation (e.g., state regulatory body or FCC approval, a copy of the NECA response to the SP confirming merger/acquisition or name change, letter of certification from an officer of the company) linking the name on the application with the name on the license or authority issued by the FCC or CPCN.

#### 4.8.2 Facilities Readiness

Appropriate evidence that facilities are in place or will be in place to provide service within 60 days of the Numbering Resources activation date (LERG Routing Guide Effective Date) is required. Evidence shall be provided to the appropriate Numbering Administrator with the Part 1 or Part 1A application. Evidence shall be provided to the NANPA (e.g., email or fax) or PA (e.g., Attach Documents in PAS or email). If the documents are not being attached in PAS, the PAS tracking number shall be provided.

- a) An ILEC, RBOC, ULEC, CLEC, WIRE or PCS OCN may send a copy of any one of the following document(s) the SP selects:
  - 1) A current executed interconnection agreement between a Local Exchange Carrier and the SP requesting Numbering Resources. The relevant pages are the cover page, area covered, the expiration date and the signature page from the interconnection agreement. The SP shall provide only the relevant pages or indicate in the email the page numbers for the relevant pages if providing the entire interconnection agreement. The Numbering Resource Administrator shall deny any application when the relevant pages are not provided, or the SP does not indicate the page numbers of the relevant pages when providing the entire interconnection agreement via email. In the case that the name on the interconnection agreement does not match the SP's name on the application, the Applicant shall provide verifiable merger/acquisition or name change documentation (e.g., state regulatory body or FCC approval, a copy of the NECA response to the SP confirming merger/acquisition or name change, letter of certification from an officer of the company) linking the name on the application with the name on the interconnection agreement.
  - 2) Documentation of the state commission approval of the current interconnection agreement. In the case that the name on the state commission documentation does not match the SP's name on the application, the Applicant shall provide verifiable merger/acquisition or name change documentation (e.g., state regulatory body or FCC approval, a copy of the NECA response to the SP confirming merger/acquisition or name change, letter of certification from an officer of the company) linking the name on the application with the name on the state commission documentation.
  - 3) The Service Provider Business Plan/Pre-Planning Checklist (see Appendix A) to show that facilities for origination or termination for calls being used specifically for the requested code(s) have been requested and are anticipated to be completed in order to provide service within 60 calendar days of the numbering resources activation date (LERG Routing Guide effective date). If the CLLI of the applicant's switch or POI has not been built in BIRRDS, including originating and terminating tandems (switch homing arrangements), the applicant cannot utilize this type of proof of facility readiness and must provide one of the other four types of proof of facility readiness. The Service Provider OCN Name and the Service Provider OCN on the Appendix A shall match the OCN Name and OCN provided on the application, or the request shall be denied. The PA shall deny an application if the applicant's switching entity/POI has not been built in BIRRDS at the time the application is processed. NANPA shall deny an application if the applicant's switching entity/POI with switch homing arrangements have not been built in BIRRDS at the time the application is processed.
  - 4) A confirmation letter or letter of intent provided by the LEC with which the requesting SP shall interconnect. Interconnecting LECs are encouraged, but not required, to provide such letters. In the case that the name on the confirmation letter does not match the SP's name on the application, the Applicant shall provide verifiable merger/acquisition or name change documentation (e.g., state regulatory body or FCC approval, a copy of the NECA response to the SP confirming merger/acquisition or name change, letter of certification from an officer of the company) linking the name on the application with the name on the confirmation letter.

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- 5) A letter from the requesting SP identifying a Thousands-Block/CO Code In Service in another Rate Center that already uses the same facilities and CLLI Code that shall be used to serve the new Rate Center where the Initial Numbering Resource is being requested and reflected on the application. In the case that the OCN name associated with the Switching Entity CLLI serving the existing Thousands-Block/CO Code does not match the SP's name on the application, the Applicant shall provide verifiable merger/acquisition or name change documentation (e.g., state regulatory body or FCC approval, a copy of the NECA response to the SP confirming merger/acquisition or name change, letter of certification from an officer of the company) linking the name on the application with the OCN name associated with the Switching Entity CLLI.
- b) An IPES OCN may send a copy of either of the following:<sup>30</sup>
  - 1) A combination of an agreement between the Interconnected VoIP SP and its Carrier partner and an interconnection agreement between that Carrier and the relevant local exchange Carrier (LEC), or
  - 2) Proof that the Interconnected VoIP SP obtains interconnection with the Public Switched Telephone Network (PSTN) pursuant to a tariffed offering or a commercial arrangement (such as a TDM-to-IP or a VoIP interconnection agreement) that provides access to the PSTN.

When providing such documentation, the Applicant shall provide only the relevant pages or indicate in the email to the Numbering Resource Administrator the page numbers for the relevant pages if providing entire agreements or documents. For agreements between the Interconnected VoIP SP and its Carrier partner, and for interconnection agreements, the relevant pages are the cover page, area covered, the expiration date, and the signature page from the interconnection agreements. For tariffed offering or commercial arrangement documents, the relevant pages are the cover page, page that identifies area covered, pages that describe how traffic shall be exchanged, term of the contract or expiration date, and the signature page. If the document does not identify the area covered, the Applicant shall provide a Carrier partner's written statement indicating the area covered. The Numbering Resource Administrator shall deny any application when the relevant pages are not provided, or the Applicant does not indicate the page numbers of the relevant pages when providing entire documents via email.

In the case that the name on an agreement does not match the Applicant's name on the application, the Applicant shall provide verifiable merger/acquisition or name change documentation (e.g., state regulatory body or FCC approval, a copy of the NECA response to the SP confirming merger/acquisition or name change, letter of certification from an officer of the company) linking the name on the application with the name on the documents.

In the case that the Carrier partner name on the Carrier partner agreement does not match the Carrier partner company name on the applicable interconnection agreement, the Applicant shall provide documentation (e.g., state regulatory body or FCC approval, a copy of the NECA response to the SP confirming merger/acquisition or name change, letter of certification from an officer of the company) linking the name on the Carrier partner agreement with the name on the interconnection agreement.

All documentation submitted shall be held confidential pursuant to FCC confidentiality rules.<sup>31</sup>

## 4.9 Growth Numbering Resource Documentation

### 4.9.1

When requesting Growth Numbering Resources, Applicants shall meet the requirements as described below and conform to the conditions contained therein.

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<sup>30</sup> FCC 15-70 ¶37

<sup>31</sup> 47 CFR § 52.13 (c) (7)

## 4.9.2

An Applicant may obtain the quantity of total numbering resources Allocated to its OCN in a particular Rate Center from the Total Numbering Resources report available in PAS.<sup>32</sup> The Applicant shall include grandfathered CO Codes and/or Thousands-Blocks that have not been disconnected/donated and are still in its Service Provider Inventory in the total numbering resources calculation.

## 4.9.3

For Growth Numbering Resources, each SP shall demonstrate that existing Numbering Resources (CO Codes and Thousands-Block(s) for the Rate Center shall exhaust within 6 months and shall supply supporting data using the Appendix 1 Central Office Code Months to Exhaust Certification Worksheet – TN Level or Appendix 2 Thousands-Block Months to Exhaust Certification Worksheet – TN Level (see Section 5.2, 5.4, or 5.6) that provides utilization by Rate Center for the preceding six months and projected monthly utilization for the next twelve (12) months; and (2) the Applicant's current numbering Utilization Level for the Rate Center in which it is seeking Growth Numbering Resources.<sup>33</sup> For Growth Thousands-Block(s), using the data from the Total Numbering Resources report<sup>34</sup>, PAS shall automatically populate on the Appendix 2 the list of all Codes NPA(s)-NXXs and Blocks NPA(s)-NXX-X(s) allocated to the OCN, as well as the quantity in item C. Total Numbering Resources.<sup>35</sup> When an exception exists, a block Applicant shall adjust the auto-populated list of all Codes NPA(s)-NXXs and Blocks NPA(s)-NXX-X(s) allocated to the OCN, the quantity in item A. Available Numbers, and the auto-populated quantity in item C. Total Numbering Resources on the Appendix 2 and provide an explanation of the adjustments in the Explanation field (e.g., increased the quantity of available numbers and total numbering resources, and the list of total numbering resources due to pending applications in the same rate center, or for documentation purposes for safety valve waivers). On the Appendix 2, when a block disconnect request is pending in the same rate center, SPs shall not remove the resources from the list of all Codes NPA(s)-NXXs and Blocks NPA(s)-NXX-X(s) allocated to the OCN, or adjust the quantity in item A. Available Numbers or in item C. Total Numbering Resources. The PA shall deny an application when the quantity in item A. Available Numbers and the quantity in item C. Total Number Resources on the Appendix 2 does not include all assigned, retained and pending resources, and the SP does not provide an explanation of the adjustment. The Applicant should retain a copy in the event of an Audit or regulatory initiative. The SP shall supply additional supporting information including:

- a) TNs or Thousands-Blocks Available for Assignment;
- b) Growth history of TNs or Thousands-Blocks, or equivalent information, for the past six months
- c) Projected demand for TNs or Thousands-Blocks the coming 12 months; and
- d) The Applicants shall demonstrate that existing Numbering Resources for the Rate Center shall exhaust within 6 months.<sup>36</sup>

In the MTE calculation, SPs shall include every Numbering Resource in the Rate Center, regardless of NPA. An exception occurs in cases where a Rate Center is split among multiple NPAs due to a regulatory order by a state

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<sup>32</sup> Authorized state commission staff also may view the Total Numbering Resources report in the Pooling Administration System (PAS) by Operating Company Number (OCN) and Rate Center for a particular Service Provider (SP) within their state.

<sup>33</sup> 47 CFR § 52.15 (g) (4) (i) (A)

<sup>34</sup> A block Applicant may view the list and quantity of total numbering resources allocated to its OCN in a particular rate center from the Total Numbering Resources report available in PAS; authorized state commission staff also may view the Total Numbering Resources report in PAS by OCN and rate center for a particular SP within their state.

<sup>35</sup> Grandfathered codes and/or blocks that have not been disconnected/donated and are still in the SP's inventory shall be automatically populated in the list and count of Total Numbering Resources.

<sup>36</sup> 47 CFR § 52.15 (g) (4) (B)(iii)

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commission.<sup>37</sup> Should that occur, the MTE calculation shall be based on only those Numbering Resources in the Rate Center and particular NPA for which Growth Numbering Resources are being requested.<sup>38</sup>

### 4.9.4

All Applicants for Growth Numbering Resources shall achieve a 75% Utilization Threshold for the Rate Center in which they are requesting Growth Numbering Resources.<sup>39</sup>

### 4.9.5

The Numbering Resource Utilization Level shall be calculated by dividing all Assigned Numbers by the total numbering resources in the Applicant's Inventory and multiplying the result by 100. Numbering Resources activated in the LERG Routing Guide within the preceding 90 days of reporting Utilization Levels may be excluded from the utilization calculation.<sup>40</sup>

### 4.9.6

An Interconnected VoIP SP shall also provide the 30-day State Notification as well as a date stamped filing or email receipt showing the 30-day notice was sent to the state (see Section 4.8.1).<sup>41</sup>

### 4.9.7

SPs participating in Thousands-Block Number Pooling shall apply to the PA for all Thousands-Blocks. Thousands-Block assignments are made subject to the conditions listed in Section 5.1 for Initial applications and Section 5.2 for Growth applications.

### 4.9.8

SPs participating in number pooling shall apply to the PA for all Pooled CO Codes (NPA-NXX). Pooled CO Code assignments are made subject to the conditions listed in Section 5.3 for Initial Pooled CO Code applications and Section 5.4 for Growth Pooled CO Code applications.

### 4.9.9

SPs not participating in number pooling shall apply to the NANPA for all Non-Pooled Central Office (CO) Codes (NPA-NXX). Non-Pooled CO Code assignments are made subject to the conditions listed in Section 5.5 for Initial Non-Pooled CO Code applications and Section 5.6 for Growth Non-Pooled CO Code applications.

### 4.9.10

CO Codes, as part of NANP TNs, are to be Assigned only to identify initial destination addresses in the Public Switched Telephone Network (PSTN), not addresses within Private Networks.

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<sup>37</sup> For example, certain Rate Centers in AZ, CA, MN, OH, NY and WA. More information can be found on the North American Numbering Plan Administrator's (NANPA) website at [www.nationalnanpa.com](http://www.nationalnanpa.com).

<sup>38</sup> 47 CFR § 52.15 (g) (4).

<sup>39</sup> 47 CFR § 52.15 (g) (6) (h)

<sup>40</sup> 47 CFR § 52.15 (g) (4) (B) (ii)

<sup>41</sup> See 47 CFR § 52.15 (g) (3) and FCC 15-70 ¶14 and ¶34.

## 4.10 Numbering Resource Applicant Requirements

Numbering Resource Applicants need to be aware of the following requirements:

- a) Among the FCC's "Red Light Rules" is the mandate that any organization delinquent in debts owed to the FCC is barred from receiving numbering resources from the Numbering Resource Administrators until the delinquency has been resolved.<sup>42</sup> If the Applicant's FCC Registration Number (FRN), associated with its OCN(s), is appearing in the FCC's Red Light Display System (<http://www.fcc.gov/redlight>) at the time the Numbering Resource Administrator is processing the application, the application shall be denied.
- b) The Applicant shall certify a need for NANP numbers, e.g., provision of wireline, wireless, or interconnected VoIP service in the Public Switched Telephone Network, and that a need exists for a Numbering Resource assignment to a Switching Entity/POI.
- c) All applications for Numbering Resources shall include the company name, company headquarters address, OCN, Parent Company OCN, Rate Center, switch, and the primary type of business in which the Numbering Resources shall be used.<sup>43</sup>
- d) Inaccurate Numbering Resource applications shall delay the start of the Numbering Resource assignment process. An OCN, which uniquely identifies the Applicant, shall be provided. The OCN cannot be shared with another SP. In addition, the Applicant's Parent Company OCN shall be provided and shall be of a type permitted numbering resource assignments.<sup>44</sup> The Applicant can get OCN information by calling NECA (see Section 1.2 on the Part 1 or Part 1A). The information provided on Part 1 or Part 1A application shall be the official information. Any changes to this information shall be submitted to the appropriate Numbering Resource Administrator as described in Sections 9 and 10.

## 5 Requesting Numbering Resources

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### 5.1 Initial Thousands-Blocks (NPA-NXX-X) Applications

The need for an Initial Thousands-Block assignment occurs only when a Service Provider (SP) initiates service in a Rate Center. Assignment of Initial Thousands-Blocks in a Rate Center shall be made by satisfying the following criteria:

#### 5.1.1

The Applicants for Initial Thousands-Block assignments shall submit their applications and necessary forms to the PA using the electronic Part 1A Thousands-Block (NPA-NXX-X) Application found in the PAS, or via an interface by EFT. A Thousands-Block Applicant's Electronic submission shall be accepted as "official signature."

#### 5.1.2

The PAS system shall verify the password and access level of the Applicant. All electronic submissions from an Authorized User shall be considered an electronic signature and shall be verified for authenticity utilizing criteria maintained in the PAS database.

#### 5.1.3

The following are the SP reporting requirements when requesting Initial Thousands-Blocks:

- a) provide Thousands-Block Forecast data as specified in the form in Appendix 4 Thousands-Block Forecast Report;

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<sup>42</sup> See FCC Order 04-72 released April 13, 2004 and FCC Public Notice DA 12-1192 released July 25, 2012.

<sup>43</sup> 47 CFR § 52.15 (g) (1).

<sup>44</sup> 47 CFR § 52.15 (g) (1)

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- b) provide FCC Form 502, North American Numbering Plan Numbering Resource Utilization/Forecast (NRUF) Report data in accordance with “North American Numbering Plan Numbering Resource Utilization/Forecast Reporting (NRUF) Guidelines” (ATIS-0300068) by the February 1st and August 1st dates
- c) When requesting more than one Thousands-Block on an Initial Thousands-Block application, SPs shall provide the Appendix 2 Thousands-Block Months to Exhaust Certification Worksheet – TN Level. The Applicant shall include grandfathered Central Office (CO) Codes (NPA-NXX) and/or Thousands-Blocks that have not been disconnected/donated and are still in its Service Provider Inventory in the total numbering resources calculation. In the Months to Exhaust (MTE) and Utilization calculation, SPs shall include every Numbering Resource Assigned to or Retained by them in the Rate Center, regardless of Numbering Plan Area (NPA).<sup>45</sup> An exception occurs in cases where a Rate Center is split among multiple NPAs due to a regulatory order by a state commission.<sup>46</sup> Should that occur, the MTE calculation shall be based on only those Numbering Resources in the Rate Center and particular NPA for which Growth Numbering Resources are being requested. Using the data from the Total Numbering Resources report<sup>47</sup>, PAS shall automatically populate on the Appendix 2 the list of all Codes NPA(s)-NXXs and Blocks NPA(s)-NXX-X(s) allocated to the OCN, as well as the quantity in item C. Total Numbering Resources.<sup>48</sup> When an exception exists, a block Applicant shall adjust the auto-populated list of all Codes NPA(s)-NXXs and Blocks NPA(s)-NXX-X(s) allocated to the OCN, the quantity in item A. Available Numbers, and the auto-populated quantity in item C. Total Numbering Resources on the Appendix 2 and provide an explanation of the adjustments in the Explanation field (e.g., increased the quantity of available numbers and total numbering resources, and the list of total numbering resources due to pending applications in the same rate center, or for documentation purposes for safety valve waivers). On the Appendix 2, when a block disconnect request is pending in the same rate center, SPs shall not remove the resources from the list of all Codes NPA(s)-NXXs and Blocks NPA(s)-NXX-X(s) allocated to the OCN, or adjust the quantity in item A. Available Numbers or in item C. Total Numbering Resources. The PA shall deny an application when the quantity in item A. Available Numbers and the quantity in item C. Total Number Resources on the Appendix 2 does not include all assigned, retained and pending resources, and the SP does not provide an explanation of the adjustment.
- d) The Applicant shall submit a Part 1A to the PA certifying that a need exists for a Thousands-Block assignment to a Switching Entity/Point of Interconnection (POI).
- e) A separate Part 1B NPAC Thousands-Block Data form shall be submitted for each Thousands-Block requested, except when the Thousands-Block is associated with a Pooled Central Office (CO) Code (NPA-NXX) request.
- f) Applicants shall have a choice to initiate Pooled Thousands-Block activation through Service Order Activation (SOA) interface to Number Portability Administration Center (NPAC), or through NPAC personnel.
- g) The application for an Initial Thousands-Block assignment shall include: (1) evidence that the Applicant is authorized to provide service in the area for which the Thousands-Block is being requested (see Section 4.8.1, *License, Certification and/or FCC Authorization*); and (2) that the Applicant is or will be capable of providing service within sixty (60) days of the Thousands-Block activation date requested (see Section 4.8.2, *Facilities Readiness*).<sup>49</sup>
- h) Thousands-Blocks are a finite resource that should be used in the most effective and efficient manner possible. All Applicants shall be required to provide a completed Part 1A. Multiple Thousands-Blocks may be requested on one Part 1A. For Growth Thousands-Blocks on the same application, the Appendix 2, shall

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<sup>45</sup> State commissions may have certain requirements as to the treatment of different types of grandfathered Central Office (CO) Codes (NPA-NXX).

<sup>46</sup> For example, certain Rate Centers in AZ, CA, MN, OH, NY and WA. More information can be found on the North American Numbering Plan Administrator’s (NANPA) website at [www.nationalnanpa.com](http://www.nationalnanpa.com).

<sup>47</sup> A block Applicant may view the list and quantity of total numbering resources allocated to its OCN in a particular rate center from the Total Numbering Resources report available in PAS; authorized state commission staff also may view the Total Numbering Resources report in PAS by OCN and rate center for a particular SP within their state.

<sup>48</sup> Grandfathered codes and/or blocks that have not been disconnected/donated and are still in the SP’s inventory shall be automatically populated in the list and count of Total Numbering Resources.

<sup>49</sup> 47 CFR § 52.15 (g) (2) and 47 CFR § 52.15 (g) (3).

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be submitted to demonstrate compliance with these guidelines. The Applicant should retain a copy of all documentation in the event of an Audit or regulatory initiative (see Section 4.9.3).

- i) Assignment of the Initial Thousands-Block(s) shall be to the extent required to terminate Public Switch Telephone Network (PSTN) traffic as authorized or permitted by the appropriate regulatory or governmental authorities and provided all the criteria in Sections 4 and 5.1 are met. An Initial CO Code assignment shall be based on a single Rate Center<sup>50</sup> consistent with regulatory restriction.
- j) When an Industry Inventory Pool is not adequate to meet participating SPs' forecasted Thousands-Block demands, the PA shall request SPs with a forecasted demand to open CO Codes from the North American Numbering Plan Administrator (NANPA) as outlined in Section 5.3.
- k) The PA shall Allocate a Thousands-Block to a SP's single switch. The SP shall be allowed to use Intra-Service Provider (ISP) Ports to share that Thousands-Block across their multiple switches in a Rate Center. The actual distribution of Telephone Numbers (TN) from a shared Thousands-Block shall not be captured in the LERG Routing Guide.
- l) If the Applicant is deploying a new Switching Entity/POI in that Rate Center which requires the assignment of a Location Routing Number (LRN), and the SP is participating in Thousands-Block Number Pooling, the Applicant shall indicate on the Part 1A the need for assignment of a new CO Code (See Section 5.3). In this case, the requesting SP becomes the CO Code Holder of the Pooled CO Code.

### 5.1.4

A SP that has not submitted an NRUF Form 502 Report and an Appendix 4 shall be denied Numbering Resources until the SP submits both reports. If Thousands-Blocks are available in the pool, the PA shall assign Thousands-Blocks to a SP that has just submitted the required forecast and utilization reports. If there are no Thousands-Blocks Available in the pool, the SP that just submitted its forecast and utilization reports shall submit a Part 1/Part 1A application to open a new CO Code for pool replenishment (see Section 5.3) and receive its Thousands-Blocks from that new CO Code, resulting in the SP having to wait for a period of up to 66 calendar days before its Thousands-Blocks are effective and available for use. If the SP that just submitted its forecast and utilization reports is requesting more than one Thousands-Block and the pool is in need of replenishment, PAS shall give the options to 1) receive some of the Thousands-Blocks from the Industry Inventory Pool and the remaining Thousands-Blocks from a new CO Code that is assigned for pool replenishment, 2) receive all of the Thousands-Blocks from a new CO Code that is assigned for pool replenishment, or 3) receive Thousands-Blocks from the pool only (if there are sufficient Thousands-Blocks in the pool to satisfy the entire request). The process for handling applications submitted by a SP that has just submitted forecast and utilization reports is different in NPA Jeopardy situations (see Section 14.1.10).

If a SP submits a Part 1A for a quantity of Thousands-Blocks that is greater than that which had been previously forecasted, the SP shall be required to update its Appendix 4 prior to proceeding with the Part 1A application. When the SP is requesting more than one Thousands-Block and the pool is in need of replenishment, PAS shall give the SP the options to 1) receive some of the Thousands-Blocks from the Industry Inventory Pool and the remaining Thousands-Blocks from a new CO Code that is assigned for pool replenishment, 2) receive all of the Thousands-Blocks from a new CO Code that is assigned for pool replenishment, or 3) receive Thousands-Blocks from the pool only (if there are sufficient Thousands-Blocks in the Industry Inventory Pool to satisfy the entire request). If, however, there are not enough Thousands-Blocks to satisfy these requests due to a Critical Industry Inventory Insufficiency (see Section 7.1.11 and 14.1.10) in the Industry Inventory Pool for a given Rate Center, the PA shall not be able to meet the entire application.

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<sup>50</sup> Multiple Central Office (CO) Codes (NPA-NXX), each associated with a different Rate Center, may be assigned to the same Switching Entity/Point of Interconnection (POI). Such arrangements may require "Meet Point Billing-like" considerations to permit proper recovery of interconnection charges (see also Section 7.1.2).

### 5.1.5

All applications for Thousands-Blocks shall be made 6 months or less before the requested Effective Date. Any subsequent modifications to the Effective Date shall not extend the Effective Date to more than six months beyond the original application date.

### 5.1.6

The PA receives the Part 1A and Part 1B from the SP and the appropriate supporting documentation. Additional information and/or dialogue may be required by the PA with the Applicant to facilitate application processing. The PA is required to respond to the Applicant within seven calendar days of receipt of the Part 1A. If a full CO Code is needed to fulfill the Applicant's request, see Section 5.3, *Initial Pooled Central Office (CO) Code (NPA-NXX) Applications*.

### 5.1.7

The standard interval from application date until an SP can begin activating TNs within an Assigned Thousands-Block is 33 calendar days: 7 calendar days for the PA to receive and process the application, 5 calendar days for the Administrative Operating Company Number (AOCN) entry of data into BIRRDs, 19 calendar days for industry notification of the Thousands-Block assignment, and 2 calendar days beyond the Effective Date to allow for NPAC processing and downloading to take place.

Applicants requiring an Effective Date more than 33 calendar days after the date the PA receives the application shall specify their desired Effective Date. An application without an Effective Date shall be Assigned the standard PA-Assigned minimum Effective Date of 24 calendar days after the Allocation Date; this allows five calendar days for Administrative Operating Company Number (AOCN) entry of data into BIRRDs plus 19 calendar days for the industry notification interval. The PA shall always assure a minimum of 24 calendar days between the Allocation Date and the Effective Date, unless requested otherwise through the expedite process.

SPs shall allow at least two calendar days beyond the Effective Date prior to activating TNs within the Assigned Thousands-Block. For example, if the Effective Date is October 28, XXXX, a SP can start assigning TNs on October 30, XXXX. This is necessary in order to allow for NPAC processing and downloading to take place.

The 21-calendar day notification interval (i.e., from AOCN input of Thousands-Block data into BIRRDs through completion of NPAC processing and downloading) is necessary because of some SPs' internal company notification process of 19 calendar days and the 2-day NPAC update. It should be noted that interconnection arrangements and facilities need to be in place prior to activation of a Thousands-Block. Such arrangements are outside the scope of these guidelines.

A SP request for an expedited Thousands-Block Allocation shall occur on an exception basis. The following procedures enable a SP to request expedited treatment for Allocation of a Thousands-Block(s). The expedite procedures below do not eliminate the Thousands-Block Holder and PA responsibilities described in Sections 7, 8, and 14.

- a) The requesting SP shall indicate on the Part 1A that this is an expedited application with its desired Effective Date.
  - 1) To expedite all Thousands-Blocks in a multi-block application, the requesting SP shall select "Yes" for Request Expedited Treatment.
  - 2) To expedite one or more but not all Thousands-Blocks in a multi-block application, the SP shall select "No" for Request Expedited Treatment but shall include a statement in the "Remarks" field indicating which Thousands-Block(s) is/are to be expedited.
- b) The PA shall process the application if the application meets the criteria for the Allocation of the Thousands-Block(s) and shall make every effort to process the application in fewer than the current maximum seven calendar days. The PA shall expedite such applications when it can do so without failing to meet its seven-calendar day application processing interval for other SPs. The PA shall determine the minimum Effective Date for an expedited application based upon the following considerations:
  - 1) In the case of a new Thousands-Block application, if the Applicant is the CO Code Holder of the Pooled CO Code, and no NPAC notification is required, the Effective Date shall be at least nine calendar days

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after the issuance of the Part 3A Pooling Administrator's Response/Confirmation. This allows for the PA and AOCN to update BIRRDs for LERG Routing Guide daily updates. The AOCN shall agree to perform the BIRRDs update in two **calendar** days rather than the standard five **calendar** days.

- 2) In the case of a new Thousands-Block application, if the Applicant is not the CO Code Holder of the Pooled CO Code, the Effective Date shall be no earlier than eight **business** days after the issuance of the Part 3A. This allows for the PA and AOCN to update BIRRDs for LERG Routing Guide daily updates. The NPAC shall build the Thousands-Block in the NPAC within three **business** days. The AOCN shall agree to perform the BIRRDs update in two **calendar** days rather than the standard five **calendar** days.
- 3) As soon as all NPAC processing and notifications have occurred, the SP shall activate the Thousands-Block and can begin customer assignments from a new Thousands-Block.

NOTE: SPs requesting expedited treatment of Thousands-Block(s) should be aware that there may be potential impacts to other SPs and customers. This may affect customer service to the extent that a SP is unable to identify the SP to whom a Thousands-Block has been Assigned when responding to a customer trouble report.

The following table summarizes the intervals above:

| Activity   | Standard interval | Earliest Effective Date without Expedite          | Expedite when Applicant is the CO Code Holder of the Pooled CO Code | Expedite when Applicant is <u>not</u> the CO Code Holder of the Pooled CO Code |
|--|-------------------|---|---|--|
| PA processing of Application                                       | 7 calendar days   | 2-7 calendar days (if PA can accommodate request) | 7 calendar days   | 7 calendar days  |
| AOCN input into BIRRDs   | 5 calendar days   | 5 calendar days                                   | 2 calendar days   | 2 calendar days  |
| Industry notification interval (Allocation Date to Effective Date) | 19 calendar days  | 19 calendar days                                  | 9 calendar days   | 10-12 calendar days (8 business days)  |
| NPAC processing and download                                       | 2 calendar days   | 2 calendar days                                   | 0 calendar days   | 2 calendar days  |
| Total interval   | 33 calendar days  | 28-33 calendar days                               | 18 calendar days  | 21-23 calendar days  |

**5.1.8**

State commissions have access<sup>51</sup> to SPs' applications for Numbering Resources, including the supporting documentation that SPs submit to the PA to accompany those applications for Numbering Resources. State commissions may review copies of such applications in PAS, or may request copies of such applications (including supporting documentation accompanying applications) from the SPs operating within their states. SPs shall comply with state commission requests for copies of Numbering Resource applications (including supporting documentation accompanying applications) within one business day of receiving the request. SPs that fail to comply with a state commission request for copies of Numbering Resource application materials shall be denied Numbering Resources<sup>52</sup> when the state commission demonstrates (e.g., by email or facsimile) to the PA that the SP failed to comply with the request.<sup>53</sup>

<sup>51</sup> Go to [www.nationalnanpa.com](http://www.nationalnanpa.com) to request access to North American Numbering Plan (NANP) Administration System (NAS) and [www.nationalpooling.com](http://www.nationalpooling.com) to request access to Pooling Administration System (PAS).

<sup>52</sup> 47 CFR § 52.15 (g) (6).

<sup>53</sup> FCC 00-429 ¶122

### 5.1.9

When a SP's jurisdictional Certification, license, or authorization to operate has been revoked, the appropriate regulatory authority should provide written direction and supporting documentation to the PA to deny applications for the company name associated with the revoked jurisdictional Certification, license, or authorization.<sup>54</sup>

### 5.1.10

Applicants for Thousands-Blocks shall comply with all applicable local governmental, state, federal and the NANP area governmental regulations relative to the services they wish to provide.

### 5.1.11

Any SP that is denied the assignment of one or more Thousands-Blocks under these guidelines has the right to appeal that decision per Section 19.1. SPs disputing the PA decision to withhold Initial Thousands-Blocks upon a finding of noncompliance may appeal the PA's decision to the appropriate state commission for resolution (see Section 19.1).<sup>55</sup> The state commission may affirm or overturn the PA's decision to withhold Thousands-Blocks from the SP based on its determination of compliance with the reporting and Thousands-Block application requirements.<sup>56</sup>

### 5.1.12

The NPAC broadcast rates for activations, disconnects and modifications have set limits to accommodate SP system thresholds. The maximum number of Thousands-Block applications (activations, disconnects, and/or modifications) the NPAC can process per NPAC region is:

- 1,440 block requests per day except for Sundays,
- a maximum of 720 block requests on Sundays.

If the NPAC is unable to meet the Effective Date because of these limits, the NPAC shall notify the SP and PA of the new Effective Date via email.

## 5.2 *Growth Thousands-Blocks (NPA-NXX-X) Applications*

The need for a Growth Thousands-Block assignment occurs when a Service Provider (SP) requires Growth Thousands-Blocks in a Rate Center. Assignment of Growth Thousands-Blocks in a Rate Center shall be made by satisfying the following criteria:

### 5.2.1

The Applicants for Growth Thousands-Block assignments shall submit their applications and necessary forms to the Pooling Administrator (PA) using the electronic Part 1A Thousands-Block (NPA-NXX-X) Application found in the Pooling Administration System (PAS), or via an interface by Electronic File Transfer (EFT). A Thousands-Block Applicant's Electronic submission shall be accepted as "official signature."

### 5.2.2

The PAS system shall verify the password and access level of the Applicant. All electronic submissions from an Authorized User shall be considered an electronic signature and shall be verified for authenticity utilizing criteria maintained in the PAS database.

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<sup>54</sup> See FCC 00-429 ¶122 and FCC 15-70 ¶53.

<sup>55</sup> 47 CFR § 52.15 (g) (5).

<sup>56</sup> 47 CFR § 52.15 (g) (4).

### 5.2.3

The following are the SP reporting requirements when requesting Growth Thousands-Blocks:

- a) provide Thousands-Block Forecast data as specified in the form in Appendix 4;
- b) provide FCC Form 502, North American Numbering Plan Numbering Resource Utilization/Forecast (NRUF) Report data in accordance with “North American Numbering Plan Numbering Resource Utilization/Forecast Reporting (NRUF) Guidelines” (ATIS-0300068) by the February 1<sup>st</sup> and August 1<sup>st</sup> dates;
- c) When requesting Growth Thousands-Blocks, SPs shall provide the Appendix 2. The Applicant shall include grandfathered Central Office (CO) Codes (NPA-NXX) and/or Thousands-Blocks that have not been disconnected/donated and are still in its Service Provider Inventory in the total numbering resources calculation. In the MTE and Utilization calculation, SPs shall include every Numbering Resource Assigned to or Retained by them in the Rate Center, regardless of NPA.<sup>57</sup> An exception occurs in cases where a Rate Center is split among multiple NPAs due to a regulatory order by a state commission.<sup>58</sup> Should that occur, the MTE calculation shall be based on only those Numbering Resources in the Rate Center and particular NPA for which Growth Numbering Resources are being requested. Using the data from the Total Numbering Resources report<sup>59</sup>, PAS shall automatically populate on the Appendix 2 the list of all Codes NPA(s)-NXXs and Blocks NPA(s)-NXX-X(s) allocated to the OCN, as well as the quantity in item C. Total Numbering Resources.<sup>60</sup> When an exception exists, a block Applicant shall adjust the auto-populated list of all Codes NPA(s)-NXXs and Blocks NPA(s)-NXX-X(s) allocated to the OCN, the quantity in item A. Available Numbers, and the auto-populated quantity in item C. Total Numbering Resources on the Appendix 2 and provide an explanation of the adjustments in the Explanation field (e.g., increased the quantity of available numbers and total numbering resources, and the list of total numbering resources due to pending applications in the same rate center, or for documentation purposes for safety valve waivers). On the Appendix 2, when a block disconnect request is pending in the same rate center, SPs shall not remove the resources from the list of all Codes NPA(s)-NXXs and Blocks NPA(s)-NXX-X(s) allocated to the OCN, or adjust the quantity in item A. Available Numbers or in item C. Total Numbering Resources. The PA shall deny an application when the quantity in item A. Available Numbers and the quantity in item C. Total Numbering Resources on the Appendix 2 does not include all assigned, retained and pending resources, and the SP does not provide an explanation of the adjustment.
- d) The Applicant shall submit a Part 1A to the PA certifying that a need exists for a Thousands-Block assignment to a Switching Entity/Point of Interconnection (POI).
- e) A separate Part 1B NPAC Thousands-Block Data form shall be submitted for each Thousands-Block requested, except when the Thousands-Block is associated with a Pooled Central Office (CO) Code (NPA-NXX) request.
- f) Applicants shall have a choice to initiate Pooled Thousands-Block activation through Service Order Activation (SOA) interface to Number Portability Administration Center (NPAC), or through NPAC personnel.
- g) SPs shall provide the Appendix 2 when requesting Thousands-Blocks for Growth. The Applicant shall include grandfathered CO Codes and/or Thousands-Blocks that have not been disconnected/donated and are still in its Service Provider Inventory in the total numbering resources calculation. In the MTE

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<sup>57</sup> State commissions may have certain requirements as to the treatment of different types of grandfathered Central Office (CO) Codes (NPA-NXX).

<sup>58</sup> For example, certain Rate Centers in AZ, CA, MN, OH, NY and WA. More information can be found on the North American Numbering Plan Administrator’s (NANPA) website at [www.nationalnanpa.com](http://www.nationalnanpa.com).

<sup>59</sup> A block Applicant may view the list and quantity of total numbering resources allocated to its OCN in a particular rate center from the Total Numbering Resources report available in PAS; authorized state commission staff also may view the Total Numbering Resources report in PAS by OCN and rate center for a particular SP within their state.

<sup>60</sup> Grandfathered codes and/or blocks that have not been disconnected/donated and are still in the SP’s inventory shall be automatically populated in the list and count of Total Numbering Resources.

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and Utilization calculation, SPs shall include every Numbering Resource Assigned to or Retained by them in the Rate Center, regardless of NPA.<sup>61</sup> An exception occurs in cases where a Rate Center is split among multiple NPAs due to a regulatory order by a state commission.<sup>62</sup> Should that occur, the MTE calculation shall be based on only those Numbering Resources in the Rate Center and particular NPA for which Growth Numbering Resources are being requested. Using the data from the Total Numbering Resources report<sup>63</sup>, PAS shall automatically populate on the Appendix 2 the list of all Codes NPA(s)-NXXs and Blocks NPA(s)-NXX-X(s) allocated to the OCN, as well as the quantity in item C. Total Numbering Resources.<sup>64</sup> When an exception exists, a block Applicant shall adjust the auto-populated list of all Codes NPA(s)-NXXs and Blocks NPA(s)-NXX-X(s) allocated to the OCN, the quantity in item A. Available Numbers, and the auto-populated quantity in item C. Total Numbering Resources on the Appendix 2 and provide an explanation of the adjustments in the Explanation field (e.g., increased the quantity of available numbers and total numbering resources, and the list of total numbering resources due to pending applications in the same rate center, or for documentation purposes for safety valve waivers). On the Appendix 2, when a block disconnect request is pending in the same rate center, SPs shall not remove the resources from the list of all Codes NPA(s)-NXXs and Blocks NPA(s)-NXX-X(s) allocated to the OCN, or adjust the quantity in item A. Available Numbers or in item C. Total Numbering Resources. The PA shall deny an application when the quantity in item A. Available Numbers and the quantity in item C. Total Number Resources on the Appendix 2 does not include all assigned, retained and pending resources, and the SP does not provide an explanation of the adjustment.

- h) An Interconnected VoIP SP shall also provide the 30-day State Notification as well as a date stamped filing or email receipt showing the 30-day notice was sent to the state (see Section 4.8.1).
- i) Thousands-Blocks are a finite resource that should be used in the most effective and efficient manner possible. All Applicants shall be required to provide a completed Part 1A. Multiple Thousands-Blocks may be requested on one Part 1A. For Growth Thousands-Blocks, the Appendix 2, is required to demonstrate compliance with these guidelines. The Applicant should retain a copy of all documentation in the event of an Audit or regulatory initiative (see Section 4.9.3).
- j) When an Industry Inventory Pool is not adequate to meet participating SPs' forecasted Thousands-Block demands, the PA shall request SPs with a forecasted demand to open Growth CO Codes from the NANPA as outlined in Section 5.4.
- k) The Applicant should request their own Contaminated Thousands-Block from the Industry Inventory Pool.
- l) The PA shall Allocate a Thousands-Block to a SP's single Switching Entity/POI. The SP shall be allowed to use ISP Ports to share that Thousands-Block across their multiple switches in a Rate Center. The actual distribution of Telephone Numbers (TN) from a shared Thousands-Block shall not be captured in the LERG Routing Guide.
- m) If the Applicant is deploying a new Switching Entity/POI in that Rate Center which requires the assignment of an LRN, and the SP is participating in pooling, the Applicant shall indicate on the Part 1A, the need for assignment of a new CO Code (See Section 5.4). In this case, the requesting SP becomes the CO Code Holder of the Pooled CO Code.

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<sup>61</sup> State commissions may have certain requirements as to the treatment of different types of grandfathered Central Office (CO) Codes (NPA-NXX).

<sup>62</sup> For example, certain Rate Centers in AZ, CA, MN, OH, NY and WA. More information can be found on the North American Numbering Plan Administrator's (NANPA) website at [www.nationalnanpa.com](http://www.nationalnanpa.com).

<sup>63</sup> A block Applicant may view the list and quantity of total numbering resources allocated to its OCN in a particular rate center from the Total Numbering Resources report available in PAS; authorized state commission staff also may view the Total Numbering Resources report in PAS by OCN and rate center for a particular SP within their state.

<sup>64</sup> Grandfathered codes and/or blocks that have not been disconnected/donated and are still in the SP's inventory shall be automatically populated in the list and count of Total Numbering Resources.

#### 5.2.4

A SP that has not submitted an NRUF Form 502 Report and an Appendix 4 shall be denied Numbering Resources until the SP submits both reports. If Thousands-Blocks are available in the pool, the PA shall assign Thousands-Blocks to a SP that has just submitted the required forecast and utilization reports. If there are no Thousands-Blocks Available in the pool, the SP that just submitted its forecast and utilization reports shall submit a Part 1 Central Office Code (NPA-NXX) Application/Part 1A to open a new CO Code for pool replenishment and receive its Thousands-Blocks from that new CO Code, resulting in the SP having to wait for a period of up to 66 calendar days before its Thousands-Blocks are effective and available for use. If the SP that just submitted its forecast and utilization reports is requesting more than one Thousands-Block and the pool is in need of replenishment, PAS shall give the options to 1) receive some of the Thousands-Blocks from the Industry Inventory Pool and the remaining Thousands-Blocks from a new CO Code that is assigned for pool replenishment, 2) receive all of the Thousands-Blocks from a new CO Code that is assigned for pool replenishment, or 3) receive Thousands-Blocks from the pool only (if there are sufficient Thousands-Blocks in the pool to satisfy the entire request). The process for handling applications submitted by a SP that has just submitted forecast and utilization reports is different in NPA Jeopardy situations (see Section 14.1.10).

#### 5.2.5

If a SP submits a Part 1A for a quantity of Thousands-Blocks that is greater than that which had been previously forecasted, the SP shall be required to update its Appendix 4 prior to proceeding with the Part 1A application. When the SP is requesting more than one Thousands-Block and the pool is in need of replenishment, PAS shall give the SP the options to 1) receive some of the Thousands-Blocks from the Industry Inventory Pool and the remaining Thousands-Blocks from a new CO Code that is assigned for pool replenishment, 2) receive all of the Thousands-Blocks from a new CO Code that is assigned for pool replenishment, or 3) receive Thousands-Blocks from the pool only (if there are sufficient Thousands-Blocks in the Industry Inventory Pool to satisfy the entire request). If, however, there are not enough Thousands-Blocks to satisfy these requests due to a Critical Industry Inventory Insufficiency (see Section 7.1.11 and 14.1.10) in the Industry Inventory Pool for a given Rate Center, the PA shall not be able to meet the entire application.

#### 5.2.6

All applications for numbering resources shall be made 6 months or less before to the requested Effective Date. Any subsequent modifications to the Effective Date shall not extend the Effective Date to more than six months beyond the original application date.

#### 5.2.7

The PA receives the Parts 1A and Part 1B from the SP and the appropriate supporting documentation. Additional information and/or dialogue may be required by the PA with the Applicant to facilitate application processing. The PA is required to respond to the Applicant within seven calendar days of receipt of the Part 1A. If a full CO Code is needed to fulfill the Applicant's request, see Section 5.4, *Growth Pooled Central Office (CO) Code (NPA-NXX) Applications*.

#### 5.2.8

The standard interval from application date until an SP can begin activating TNs within an Assigned Thousands-Block is 33 calendar days: 7 calendar days for the PA to receive and process the application, 5 calendar days for the Administrative Operating Company Number (AOCN) entry of data into BIRRDS, 19 calendar days for industry notification of the Thousands-Block assignment, and 2 calendar days beyond the Effective Date to allow for NPAC processing and downloading to take place.

Thousands-Block pooling Applicants requiring an Effective Date more than 33 calendar days after the date the PA receives the application shall specify their desired Effective Date. An application without an Effective Date shall be Assigned the standard PA-Assigned minimum Effective Date of 24 calendar days after the Allocation Date; this allows five calendar days for Administrative Operating Company Number (AOCN) entry of data into BIRRDS plus 19 calendar days for the industry notification interval. The PA shall always assure a minimum of 24 calendar days between the Allocation Date and the Effective Date, unless requested otherwise through the expedite process.

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SPs shall allow at least two calendar days beyond the Effective Date prior to activating TNs within the Assigned Thousands-Block. For example, if the Effective Date is October 28, XXXX, a SP can start assigning TNs on October 30, XXXX. This is necessary in order to allow for NPAC processing and downloading to take place.

The 21-calendar day notification interval (i.e., from AOCN input of Thousands-Block data into BIRRDs through completion of NPAC processing and downloading) is necessary because of some SPs' internal company notification process of 19 calendar days and the 2-day NPAC update. It should be noted that interconnection arrangements and facilities need to be in place prior to activation of a Thousands-Block. Such arrangements are outside the scope of these guidelines.

A SP request for an expedited Thousands-Block Allocation shall occur on an exception basis. The following procedures enable a SP to request expedited treatment for an Allocation of a Thousands-Block(s). The expedite procedures below do not eliminate the Thousands-Block Holder and PA responsibilities described in Sections 7, 8, and 14.

- a) The requesting SP shall indicate on the Part 1A that this is an expedited application with its desired Effective Date.
  - 1) To expedite all Thousands-Blocks in a multi-block application, the requesting SP shall select "Yes" for Request Expedited Treatment
  - 2) To expedite one or more but not all Thousands-Blocks in a multi-block application, the SP shall select "No" for Request Expedited Treatment, but shall include a statement in the "Remarks" field indicating which Thousands-Block(s) is/are to be expedited.
- b) The PA shall process the application if the application meets the criteria for the Allocation of the Thousands-Block(s) and shall make every effort to process the application in fewer than the current maximum seven calendar days. The PA shall expedite such applications when it can do so without failing to meet its seven-calendar day application processing interval for other SPs. The PA shall determine the minimum Effective Date for an expedited application based upon the following considerations:
  - 1) In the case of a new Thousands-Block application, if the Applicant is the CO Code Holder of the Pooled CO Code, and no NPAC notification is required, the Effective Date shall be at least nine **calendar** days after the issuance of the Part 3A Pooling Administrator's Response/Confirmation. This allows for the PA and AOCN to update BIRRDs for LERG Routing Guide daily updates. The AOCN shall agree to perform the BIRRDs update in two **calendar** days rather than the standard five **calendar** days.
  - 2) In the case of a new Thousands-Block application, if the Applicant is not the CO Code Holder of the Pooled CO Code, the Effective Date shall be no earlier than eight **business** days after the issuance of the Part 3A. This allows for the PA and AOCN to update BIRRDs for LERG Routing Guide daily updates. The NPAC shall build the Thousands-Block in the NPAC within three **business** days. The AOCN shall agree to perform the BIRRDs update in two **calendar** days rather than the standard five **calendar** days.
  - 3) As soon as all NPAC processing and notifications have occurred, the SP shall activate the Thousands-Block and can begin customer assignments from a new Thousands-Block.

NOTE: SPs requesting expedited treatment of Thousands-Block(s) should be aware that there may be potential impacts to other SPs and customers. This may affect customer service to the extent that a SP is unable to identify the SP to whom a Thousands-Block has been Assigned when responding to a customer trouble report.

The following table summarizes the intervals above:

| Activity                     | Standard interval | Earliest Effective Date without Expedite          | Expedite when Applicant is the CO Code Holder of the Pooled CO Code | Expedite when Applicant is <u>not</u> the CO Code Holder of the Pooled CO Code |
|------------------------------|-------------------|---|---|--|
| PA processing of Application | 7 calendar days   | 2-7 calendar days (if PA can accommodate request) | 7 calendar days   | 7 calendar days  |

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|  |                  |                     |                  |                                       |
|--|------------------|---------------------|------------------|---------------------------------------|
| AOCN input into BIRRDS   | 5 calendar days  | 5 calendar days     | 2 calendar days  | 2 calendar days                       |
| Industry notification interval (Allocation Date to Effective Date) | 19 calendar days | 19 calendar days    | 9 calendar days  | 10-12 calendar days (8 business days) |
| NPAC processing and download                                       | 2 calendar days  | 2 calendar days     | 0 calendar days  | 2 calendar days                       |
| Total interval   | 33 calendar days | 28-33 calendar days | 18 calendar days | 21-23 calendar days                   |

### 5.2.9

State commissions have access<sup>65</sup> to SPs' applications for Numbering Resources, including the supporting documentation that SPs submit to the PA to accompany those applications for Numbering Resources. State commissions may review copies of such applications in PAS or may request copies of such applications (including supporting documentation accompanying applications) from the SPs operating within their states. SPs shall comply with state commission requests for copies of Numbering Resource applications (including supporting documentation accompanying applications) within one business day of receiving the request. SPs that fail to comply with a state commission request for copies of Numbering Resource application materials shall be denied Numbering Resources<sup>66</sup> when the state commission demonstrates (e.g., by email or facsimile) to the PA that the SP failed to comply with the request.<sup>67</sup>

### 5.2.10

When a SP's jurisdictional Certification, license, or authorization to operate has been revoked, the appropriate regulatory authority should provide written direction and supporting documentation to the PA to deny applications for the company name associated with the revoked jurisdictional Certification, license, or authorization.<sup>68</sup>

### 5.2.11

Applicants for Thousands-Blocks shall comply with all applicable local governmental, state, federal and the NANP area governmental regulations relative to the services they wish to provide.

### 5.2.12

Any SP that is denied the assignment of one or more Thousands-Blocks under these guidelines has the right to appeal that decision per Section 19.1. SPs disputing the PA decision to withhold Growth Thousands-Blocks upon a finding of noncompliance may appeal the PA's decision to the appropriate state commission for resolution (see Section 19.1).<sup>69</sup> The state commission may affirm or overturn the PA's decision to withhold Thousands-Blocks from the SP based on its determination of compliance with the reporting and Thousands-Block application requirements.<sup>70</sup>

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<sup>65</sup> Go to [www.nationalnanpa.com](http://www.nationalnanpa.com) to request access to North American Numbering Plan (NANP) Administration System (NAS) and [www.nationalpooling.com](http://www.nationalpooling.com) to request access to Pooling Administration System (PAS).

<sup>66</sup> 47 CFR § 52.15 (g) (6).

<sup>67</sup> FCC 00-429 ¶122

<sup>68</sup> See FCC 00-429 ¶122 and FCC 15-70 ¶53.

<sup>69</sup> 47 CFR § 52.15 (g) (5).

<sup>70</sup> 47 CFR § 52.15 (g) (4).

### 5.2.13

The NPAC broadcast rates for activations, disconnects and modifications have set limits to accommodate SP system thresholds. For information on the maximum number of Thousands-Block applications (activations, disconnects, and/or modifications) the NPAC can process per NPAC region contact the NPAC help desk (see NPAC contact information in Glossary).

If the NPAC is unable to meet the Effective Date because of these limits, the NPAC shall notify the SP and PA of the new Effective Date via email.

## 5.3 Initial Pooled Central Office (CO) Code (NPA-NXX) Applications

The need for an Initial Pooled CO Code assignment occurs only when a Service Provider (SP) initiates service in a Rate Center. Assignment of an Initial Pooled CO Code in a Rate Center shall be made by satisfying the following criteria:

### 5.3.1

The Applicants for Pooled CO Code assignments shall submit their applications and necessary forms to the Pooling Administrator (PA). Where the CO Code Applicant requires the assignment of a full CO Code in a pooling Rate Center, the Applicant should so indicate on the Part 1 Central Office Code (NPA-NXX) Application/Part 1A Thousands-Block (NPA-NXX-X) Application found in the Pooling Administration System (PAS), or via an interface by Electronic File Transfer (EFT). An Applicant's Electronic submission shall be accepted as "official signature."

### 5.3.2

The PAS and North American Numbering Plan (NANP) Administration System (NAS) shall verify the password and access level of the Applicant. All electronic submissions from an Authorized User shall be considered an electronic signature and shall be verified for authenticity utilizing criteria maintained in the PAS and NAS database.

### 5.3.3

The following are the SP reporting requirements when requesting Initial Pooled CO Codes:

- a) provide Thousands-Block Forecast data as specified in the form in Appendix 4 Thousands-Block Forecast Report;
- b) provide FCC Form 502, North American Numbering Plan Numbering Resource Utilization/Forecast (NRUF) Report data in accordance with "North American Numbering Plan Numbering Resource Utilization/Forecast Reporting (NRUF) Guidelines" (ATIS-0300068) by the February 1st and August 1st dates;
- c) When requesting more than one Thousands-Block on an Initial Pooled CO Code application, SPs shall provide the Appendix 2 Thousands-Block Months to Exhaust Certification Worksheet – TN Level. The Applicant shall include grandfathered Central Office (CO) Codes (NPA-NXX and/or Thousands-Blocks that have not been disconnected/donated and are still in its Service Provider Inventory in the total numbering resources calculation. In the Months to Exhaust (MTE) and Utilization calculation, SPs shall include every Numbering Resource Assigned to or Retained by them in the Rate Center, regardless of Numbering Plan Area (NPA).<sup>71</sup> An exception occurs in cases where a Rate Center is split among multiple NPAs due to a regulatory order by a state commission.<sup>72</sup> Should that occur, the MTE calculation shall be based on only those Numbering Resources in the Rate Center and particular NPA for which Growth Numbering Resources are being requested. For Growth Thousands-Block(s), using the data from the Total Numbering Resources

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<sup>71</sup> State commissions may have certain requirements as to the treatment of different types of grandfathered Central Office (CO) Codes (NPA-NXX).

<sup>72</sup> For example, certain Rate Centers in AZ, CA, MN, OH, NY and WA. More information can be found on the North American Numbering Plan Administrator's (NANPA) website at [www.nationalnanpa.com](http://www.nationalnanpa.com).

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report<sup>73</sup>, PAS shall automatically populate on the Appendix 2 the list of all Codes NPA(s)-NXXs and Blocks NPA(s)-NXX-X(s) allocated to the OCN, as well as the quantity in item C. Total Numbering Resources.<sup>74</sup> When an exception exists, a block Applicant shall adjust the auto-populated list of all Codes NPA(s)-NXXs and Blocks NPA(s)-NXX-X(s) allocated to the OCN, the quantity in item A. Available Numbers, and the auto-populated quantity in item C. Total Numbering Resources on the Appendix 2 and provide an explanation of the adjustments in the Explanation field (e.g., increased the quantity of available numbers and total numbering resources, and the list of total numbering resources due to pending applications in the same rate center, or for documentation purposes for safety valve waivers). On the Appendix 2, when a block disconnect request is pending in the same rate center, SPs shall not remove the resources from the list of all Codes NPA(s)-NXXs and Blocks NPA(s)-NXX-X(s) allocated to the OCN, or adjust the quantity in item A. Available Numbers or in item C. Total Numbering Resources. The PA shall deny an application when the quantity in item A. Available Numbers and the quantity in item C. Total Number Resources on the Appendix 2 does not include all assigned, retained and pending resources, and the SP does not provide an explanation of the adjustment.

The Applicant shall submit a Pooled CO Code application Part 1/Part 1A to the PA certifying that a need exists for a Pooled CO Code assignment to a Switching Entity/Point of Interconnection (POI). Applicants for Pooled CO Codes, including applications submitted through the PA, for an Initial CO Code assignment shall submit their applications to North American Numbering Plan Administrator (NANPA) using the Part 1. One application form is required per Pooled CO Code requested. SPs requesting Pooled CO Codes in a Rate Center that is transitioning to pooling should note the criteria in Section 17. The Applicant shall complete all required entries on the Part 1/1A form to the best of his/her knowledge.

Where Thousands-Block Number Pooling has been implemented, the PA is authorized to forward applications for CO Codes on behalf of the SP to NANPA. The PA shall request a CO Code Holder for Pooled CO Codes to be added to the pool, in accordance with steps outlined in Section 14.1.7.1. The CO Code Holder shall fill out the Part 1/1A form and submit it to the PA who shall then forward the Part 1 application to NANPA. The OCN of the CO Code Holder shall be entered on the Part 1/Part 1A. The CO Code Holder shall also indicate on the CO Code Application that the CO Code being requested is designated for Thousands-Block Number Pooling by checking the "Pool Indicator" box on the Part 1/Part 1A, and provide the names of both the PA and the CO Code Holder on the application for the NANPA response purposes.

- d) CO Codes are Assigned to SPs for use at a Switching Entity/POI they own or control. The entry in the "Switching Identification (Switching Entity/POI)" field shall be an active Common Language Location Code (CLLI Code), one of the valid network entity types appropriate for Numbering Resource listed in Section 4.11, and built in BIRRDS, otherwise NANPA shall deny the application.
- e) The application for an Initial Pooled CO Code assignment shall include: (1) evidence that the Applicant is authorized to provide service in the area for which the Pooled CO Code is being requested (see Section 4.8.1, *License, Certification and/or FCC Authorization*); and (2) that the Applicant is or will be capable of providing service within sixty (60) days of the numbering resources activation date requested (see Section 4.8.2, *Facilities Readiness*).<sup>75</sup>
- f) Pooled CO Codes are a finite resource that should be used in the most effective and efficient manner possible. All Applicants shall be required to provide a completed Part 1/Part 1A application. When more than one Thousands-Block is being requested from a Pooled CO Code, the Appendix 2 shall be submitted to demonstrate compliance with these guidelines. The Applicant should retain a copy of all documentation in the event of an Audit or regulatory initiative (see Section 4.9.3).
- g) Assignment of the Initial Pooled CO Code(s) shall be to the extent required to terminate Public Switched Telephone Network (PSTN) traffic as authorized or permitted by the appropriate regulatory or governmental

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<sup>73</sup> A block Applicant may view the list and quantity of total numbering resources allocated to its OCN in a particular rate center from the Total Numbering Resources report available in PAS; authorized state commission staff also may view the Total Numbering Resources report in PAS by OCN and rate center for a particular SP within their state.

<sup>74</sup> Grandfathered codes and/or blocks that have not been disconnected/donated and are still in the SP's inventory shall be automatically populated in the list and count of Total Numbering Resources.

<sup>75</sup> 47 CFR § 52.15 (g) (2) and 47 CFR § 52.15 (g) (3).

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authorities and provided all the criteria in Section 5.2.1 are met. An Initial Pooled CO Code assignment shall be based on a single Rate Center<sup>76</sup> consistent with regulatory restriction.

Utilization criteria or projection shall not be used to justify an Initial Pooled CO Code assignment. The Applicant shall demonstrate authorization and preparation to provide service before receiving Initial Pooled CO Codes.<sup>77</sup> These requirements apply equally to SPs requesting an Initial Pooled CO Code and those requesting an Initial Thousands-Block from the PA.<sup>78</sup> Where the PA is forwarding a Part 1 for the assignment of a Pooled CO Code, the SP whose OCN is shown on the Part 1 shall meet the above requirement.

- h) The NANPA shall Allocate a Pooled CO Code to a SP's single switch. The SP may use Intra-Service Provider (ISP) Ports to share Assigned Thousands-Blocks from a Pooled CO Code across their multiple switches in a Rate Center. The actual distribution of Telephone Numbers (TN) from a shared Thousands-Block shall not be captured in the LERG Routing Guide.
- i) If the Applicant is deploying a new Switching Entity/POI in that Rate Center which requires the assignment of a Location Routing Number (LRN), and the SP is participating in Thousands-Block Number Pooling, the Applicant shall indicate on the Part 1/Part 1A application, the need for assignment of a new Pooled CO Code. In this case, the requesting SP becomes the CO Code Holder of the Pooled CO Code.
- j) An Applicant may request a Pooled CO Code assignment for the establishment of an LRN per Switching Entity/POI for each Local Access and Transport Area (LATA), provided the Applicant has no existing resources Available for LRN assignment. A SP requiring an LRN shall not be Assigned a Pooled CO Code for the sole purpose of establishing an LRN [either as an Initial or Growth CO Code in a Rate Center] unless that SP's Switching Entity or subtending POI does not yet have an LRN for the LATA where the SP intends to provide service. LRNs are to be used for routing and not for rating/billing calls.

When a SP requests an Initial Pooled CO Code in a Rate Center, and the Pooled CO Code is needed for an LRN, the PA shall ensure that the Applicant satisfies the license and/or Certification and facilities readiness requirements.

However, if a SP meets the criteria for the Allocation of a Thousands-Block for a particular Switching Entity/POI and already has an LRN associated with that Switching Entity/POI, the PA may assign a Pooled CO Code to the SP, if the SP documents one of the following situations in the "Remarks" field on the Part 1/Part 1A:

- 1) The SP shall indicate that there are multiple tandems owned by different SPs (e.g., LECs) in a single LATA, and the SP is requesting a new Pooled CO Code in order to establish an additional LRN for the subtending POI's new tandem homing arrangement.
- 2) Regulatory waivers granted to ILECs to carry local calls across a LATA boundary may exist. In such instances, SPs should be justified in establishing an additional LRN to properly route calls. The SP shall submit to the PA (e.g., Attach Documents in PAS or email) a copy of the regulatory waiver. If the documents are not being attached in PAS, the PAS tracking number shall be provided in the email.
- 3) If the SP does not meet the criteria for obtaining a Pooled CO Code but seeks a new Pooled CO Code to establish an LRN, the SP shall follow the process for obtaining a waiver, as set forth in Section 19.2. Such regulatory authority may be the state commission wherever the state commission has the appropriate jurisdiction.

A SP that does not meet the criteria for the Allocation of a Pooled CO Code for a particular Switching Entity/POI and already has an LRN associated with that Switching Entity/POI also may investigate the feasibility of a voluntary transfer of CO Code Holder responsibilities of an existing CO Code from the current CO Code Holder to avoid opening a new CO Code altogether. If a voluntary transfer appears

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<sup>76</sup> Multiple Central Office (CO) Codes (NPA-NXX), each associated with a different Rate Center, may be Assigned to the same Switching Entity/Point of Interconnection (POI). Such arrangements may require "Meet Point Billing-like" considerations to permit proper recovery of interconnection charges (see also Section 7.1.2).

<sup>77</sup> 47 CFR § 52.15 (g) (2) and 47 CFR § 52.15 (g) (3).

<sup>78</sup> FCC 00-104 ¶197.

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feasible, the SP should contact the current CO Code Holder.<sup>79</sup> The current CO Code Holder is not obligated to transfer the CO Code but may choose to do so to assist in prolonging the life of the NPA.

- k) A pooling SP's requirement for an entire CO Code (i.e., 10,000 TNs) to satisfy the numbering needs for a single customer shall be obtained from the PA (see Section 14.1.8). A single customer is one customer requiring 10,000 consecutive TNs for its own internal use, not for the purpose of providing telecommunications service<sup>80</sup> to its end users or customers.<sup>81</sup> When a SP requests a dedicated CO Code for a single customer and it is the SP's Initial application in the Rate Center, a customer letter is required as supporting documentation to accompany a dedicated CO Code application. The letter shall be on the customer's letterhead documenting the need for 10,000 consecutive TNs, indicating the state and Rate Center where the numbers are needed, and signed by a party within the customer's organization with the authority to make such a request (e.g., officer of the company). The SP shall submit to the PA (e.g., Attach Documents in PAS or email) this supporting documentation immediately after submitting the dedicated CO Code application. If the documents are not being attached in PAS, the PAS tracking number shall be provided in the email.

An entire Pooled CO Code dedicated for a single customer's use may be classified as a Non-pooled Central Office (CO) Code (NPA-NXX) at the discretion of the SP, by selecting the pool indicator of "No" in Section 1.5 of the Part 1. If this option is selected, but the SP did not follow the guideline direction for requesting the pooling indicator be marked as non-pooled on the Part 1, the SP shall e-mail the PA and NANPA prior to the original Part 3 Central Office Code Administrator's Response/Confirmation Effective Date in order for the CO Code dedicated for a single customer's use be classified as a Non-pooled CO Code. The SP is reminded that a portability indicator is required. Further, the SP is reminded that the LERG Routing Guide Effective Date reflecting the CO Code as non-pooled may be different than the original Effective Date.

The CO Code dedicated for a single customer's use shall become a Pooled CO Code if and when Thousands-Blocks from the CO Code are returned to the pool. A Part 4 Confirmation of CO Code in Service shall be on file prior to a SP returning any Thousands-Block from a CO Code dedicated for a single customer's use. The SP also shall include in the "Remarks" field of the Part 1A Thousands-Block disconnect that the CO Code has been activated in the PSTN, loaded in the Number Portability Administration Center (NPAC), and all other responsibilities of a CO Code Holder of a Pooled CO Code have been fulfilled. If the CO Code was marked as non-pooled in BIRRDs, the PA shall change the CO Code to a pooled status and create the BCRs in BIRRDs for the Thousands-Blocks still Assigned to the SP. The SP then shall create the NXD-X records in BIRRDs for its Assigned Thousands-Blocks.

### 5.3.4

A SP that has not submitted an NRUF Form 502 Report and an Appendix 4 shall be denied a Numbering Resources until the SP submits both reports. If Thousands-Blocks are available in the pool, the PA shall assign Thousands-Blocks to a SP that has just submitted the required forecast and utilization reports. If there are no Thousands-Blocks Available in the pool, the SP that just submitted its forecast and utilization reports shall submit a Part 1/Part 1A application to open a new CO Code for pool replenishment and receive its Thousands-Blocks from that new CO Code, resulting in the SP having to wait for a period of up to 66 calendar days before its Thousands-Blocks are effective and available for use. If the SP that just submitted its forecast and utilization reports is requesting more than one Thousands-Block and the pool is in need of replenishment, PAS shall give the options to 1) receive some of the Thousands-Blocks from the Industry Inventory Pool and the remaining Thousands-Blocks from a new CO Code that is assigned for pool replenishment, 2) receive all of the Thousands-Blocks from a new CO Code that is assigned for pool replenishment, or 3) receive Thousands-Blocks from the pool only (if there are sufficient Thousands-Blocks in the pool to satisfy the entire request). The process for handling applications submitted by a SP that has just submitted forecast and utilization reports is different in NPA Jeopardy situations (see Section 14.1.10).

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<sup>79</sup> See Section 9.2.6 for further details on the Pooled CO Code Transfer Process.

<sup>80</sup> 47 CFR § 52.5 (j).

<sup>81</sup> See also FCC 15-70 ¶32.

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If a SP attempts to submit an application (Part 1/1A) for more than one Thousands-Block when requesting an Initial Pooled CO Code that is greater than what has been previously forecasted, PAS shall deny the application and the SP shall be required to update its Appendix 4 prior to proceeding with the application.

### 5.3.5

All applications for numbering resources shall not be made more than 6 months prior to the requested Effective Date. Applications for Pooled CO Code assignments from NPAs not yet effective cannot be made more than 66 days prior to the Effective Date of the new NPA, unless there are no NXXs Available for Assignment in the existing NPA. Any subsequent modifications to the Effective Date shall not extend the Effective Date to more than six months beyond the original application date.

### 5.3.6

The PA shall forward applications for Pooled CO Codes to NANPA in the following instances:

- a) to add resources to the Industry Inventory Pool in order to establish and maintain a 6-month<sup>82</sup> Inventory at the Rate Center level. To replenish the Industry Inventory Pool, the PA shall complete and send the Appendix 3 Thousands-Block Months to Exhaust Certification Worksheet – 1000 Block Level to the NANPA. The PA shall demonstrate that existing Thousands-Blocks for the Rate Center shall exhaust within 6 months<sup>83</sup> and shall have documented and be prepared to supply supporting data to the NANPA.
- b) to request an entire CO Code (i.e., 10,000 numbers) to satisfy the numbering needs for a SP's single customer. A single customer is defined as one customer requiring 10,000 consecutive TNs from one CO Code for its own internal use, not for the purpose of providing telecommunications service<sup>84</sup> to its end users or customers.<sup>85</sup> SPs have the option whether or not to indicate such a CO Code as pooled or non-pooled. When a SP requests a dedicated CO Code for a single customer and it is the SP's Initial application in the Rate Center, a customer letter is required as supporting documentation to accompany a dedicated CO Code application. The letter shall be on the customer's letterhead documenting the need for 10,000 consecutive TNs, indicating the state and Rate Center where the numbers are needed, and signed by a party within the customer's organization with the authority to make such a request (e.g., officer of the company). The SP shall submit to the PA (e.g., Attach Documents in PAS or email) this supporting documentation to the PA immediately after submitting the dedicated CO Code application. If the documents are not being attached in PAS, the PAS tracking number shall be provided in the email.
- c) to request a Pooled CO Code for LRN purposes when a SP is deploying a new Switching Entity/POI that requires the assignment of an LRN.

### 5.3.7

The PA receives the Pooled CO Code application (Part 1/Part 1A) from the SP and the appropriate supporting documentation. Additional information and/or dialogue may be required by the PA with the Applicant to facilitate application processing. The PA is required to respond to the Applicant within seven calendar days of receipt of the Pooled CO Code application.

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<sup>82</sup> 47 CFR § 52.20 (d) (2).

<sup>83</sup> FCC 00-104, ¶189

<sup>84</sup> 47 CFR § 52.5 (j).

<sup>85</sup> See also FCC 15-70 ¶32.

### 5.3.8

Applicants shall request an Effective Date at least 66 calendar days after the application is submitted to the PA via PAS. The 66-calendar day interval is derived by adding the 21 calendar days<sup>86</sup> allotted to CO Code application processing (by the PA and the NANPA) and Administrative Operating Company Number (AOCN) input to the industry standard of 45 calendar days for CO Code activation. The CO Code activation interval begins on the date the CO Code is input into BIRRDs. If the AOCN does not enter the information in sufficient time to allow a 45-day activation interval prior to the Effective Date, the Effective Date shall be automatically changed in the appropriate TRA databases to ensure a minimum 45-day activation interval.

Applications to open a CO Code in fewer than 66 calendar days (see above) increase the potential for call blocking and/or billing errors and should be avoided except in emergency cases. If a SP must seek an expedite, the burden of implementation is borne by that SP and does not obligate any other SP to activate the CO Code in fewer than 45 calendar days.

If a SP must request an expedite, the expedite request and the necessary expedite documentation shall accompany the Part 1/Part 1A application to open a CO Code in fewer than the standard industry interval of 66 calendar days. Further, if a SP must reschedule the effective date of an existing CO Code such that the 45-day activation interval is shortened and becomes expedited, the necessary expedite documentation shall be provided to the NANPA to ensure that the homing tandem owner concurs with the now expedited timeframe.

a) Activities for the expedited 21-day Interval:

- 1) In addition to submitting the Part 1/Part 1A application to the PA, the SP obtains agreement from its AOCN to input the Part 2 data within a specific negotiated time period. This can reduce the AOCN period down from 7 calendar days. The SP shall provide written confirmation to the PA of the reduction of the 7 calendar days. In the case where an Applicant acts as its own AOCN, the CO Code Applicant should indicate so on the Part 1/Part 1A. Doing so will reduce the AOCN period down from 7 calendar days.
- 2) Then, the SP submits the Part 1/Part 1A application through the PA with the attached confirmation from the AOCN if applicable. When the SP requests to receive the “earliest Effective Date” on the Part 1, NANPA shall reduce the Effective Date to the earliest date without compromising the 45-day CO Code activation interval from the date NANPA processes the application.

b) Activities for the expedited 45-day Interval:

- 1) The SP shall follow the Next Generation Interconnection and Interoperability Forum (NGIIF) procedures to expedite the 45-day CO Code activation process.<sup>87</sup>
- 2) On an exception basis, an activation interval of less than 45 calendar days may be requested on the Part 1/Part 1A. The Part 1/Part 1A shall be accompanied by documentation from the homing tandem operating company that the shorter interval can be met.
- 3) Under no circumstances shall an activation interval of less than 30 calendar days be approved by the homing tandem operating company or the NANPA.<sup>88</sup>

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<sup>86</sup> The 21-day interval is the combination of 7 calendar days for the Pooling Administrator (PA), 7 calendar days for the North American Numbering Plan Administrator (NANPA), and 7 calendar days for the Administrative Operating Company Number (AOCN).

<sup>87</sup> For more information, refer to the latest issue of ATIS-0300046, Next Generation Interconnection Interoperability Forum (NGIIF) “Recommended Notification Procedures to Industry for Changes in Access Network Architecture.”

<sup>88</sup> This is required to ensure facilities are available at the homing tandem and that appropriate service provider notification exists; expedited activation intervals or the rescheduling of existing effective dates to less than 45 days have the potential to cause increased blocking and trouble reports for all SPs.

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The following table summarizes the intervals and scenarios above:

| Activity   | Standard interval | Earliest Effective Date without Expedite             | Expedite of 45-day code activation interval | Earliest Effective Date with expedite of 45-day code activation interval |
|--|-------------------|--|---|--|
| PA processing of Application                                   | 7 calendar days   | 2-7 calendar days (if PA can accommodate request)    | 7 calendar days                             | 2-7 calendar days (if PA can accommodate request)                        |
| NANPA processing of Application                                | 7 calendar days   | 2-7 calendar days (if NANPA can accommodate request) | 7 calendar days                             | 2-7 calendar days (if NANPA can accommodate request)                     |
| AOCN input into BIRRDs   | 7 calendar days   | 7 calendar days                                      | 1-6 calendar days                           | 1-6 calendar days  |
| Code Activation Interval (BIRRDs Input Date to Effective Date) | 45 calendar days  | 45 calendar days                                     | 30 calendar days                            | 30 calendar days   |
| Total interval   | 66 calendar days  | 56-66 calendar days                                  | 45-50 calendar days                         | 35-50 calendar days  |

**5.3.9**

State commissions have access<sup>89</sup> to SPs’ applications for Numbering Resources, including the supporting documentation that SPs submit to the NANPA or the PA to accompany those applications for Numbering Resources. State commissions may review copies of such applications in NAS and PAS or may request copies of such applications (including supporting documentation accompanying applications) from the SPs operating within their states. SPs shall comply with state commission requests for copies of Numbering Resource applications (including supporting documentation accompanying applications) within one business day of receiving the request. SPs that fail to comply with a state commission request for copies of Numbering Resource application materials shall be denied Numbering Resources<sup>90</sup> when the state commission demonstrates (e.g., by email or facsimile) to the NANPA or the PA that the SP failed to comply with the request.<sup>91</sup>

**5.3.10**

When a SP’s jurisdictional Certification, license, or authorization to operate has been revoked, the appropriate regulatory authority should provide written direction and supporting documentation to the NANPA and PA to deny applications for the company name associated with the revoked jurisdictional Certification, license, or authorization.<sup>92</sup>

**5.3.11**

Applicants for Pooled CO Codes shall comply with all applicable local governmental, state, federal and the North American Numbering Plan (NANP) area governmental regulations relative to the services they wish to provide.

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<sup>89</sup> Go to [www.nationalnanpa.com](http://www.nationalnanpa.com) to request access to the North American Numbering Plan (NANP) Administration System (NAS) and [www.nationalpooling.com](http://www.nationalpooling.com) to request access to the Pooling Administration System (PAS).

<sup>90</sup> 47 CFR § 52.15 (g) (6).

<sup>91</sup> FCC 00-429, ¶122

<sup>92</sup> See FCC 00-429 ¶122 and FCC 15-70 ¶53.

### 5.3.12

Any SP that is denied the assignment of a Pooled CO Code under these guidelines has the right to appeal that decision per Section 19.1. SPs disputing the NANPA and/or PA decision to withhold Initial Pooled CO Code upon a finding of noncompliance may appeal the NANPA's and/or PA's decision to the appropriate state commission for resolution (see Section 19.1).<sup>93</sup> The state commission may affirm or overturn the NANPA's and/or PA's decision to withhold Pooled CO Codes from the SP based on its determination of compliance with the reporting and Pooled CO Code application requirements.<sup>94</sup>

## 5.4 Growth Pooled Central Office (CO) Code (NPA-NXX) Applications

The need for a Growth Pooled CO Codes assignment occurs when a Service Provider (SP) requires a Growth Central Office (CO) Code (NPA-NXX) in a pooling Rate Center. Assignment of Growth Pooled CO Code in a Rate Center shall be made by satisfying the following criteria:

### 5.4.1

The Applicants for Pooled CO Code assignments shall submit their applications and necessary forms to the Pooling Administrator (PA). Where the CO Code Applicant requires the assignment of a full CO Code in a pooling Rate Center, the Applicant should so indicate on the Part 1 Central Office Code (NPA-NXX) Application/Part 1A Thousands-Block (NPA-NXX-X) Application found in the Pooling Administration System (PAS), or via an interface by Electronic File Transfer (EFT). An Applicant's Electronic submission shall be accepted as "official signature."

### 5.4.2

The PAS and NAS systems shall verify the password and access level of the Applicant. All electronic submissions from an Authorized User shall be considered an electronic signature and shall be verified for authenticity utilizing criteria maintained in the PAS and NAS database.

### 5.4.3

The following are the SP reporting requirements when requesting Growth Pooled CO Codes:

- a) provide Thousands-Block Forecast data as specified in the form in Appendix 4;
- b) provide FCC Form 502, North American Numbering Plan Numbering Resource Utilization/Forecast (NRUF) Report data in accordance with the "North American Numbering Plan Numbering Resource Utilization/Forecast Reporting (NRUF) Guidelines" (ATIS-0300068) by the February 1st and August 1st dates;
- c) When requesting Growth Pooled CO Codes, SPs shall provide the Appendix 2. The Applicant shall include grandfathered CO Codes and/or Thousands-Blocks (NPA-NXX-X) that have not been disconnected/donated and are still in its Service Provider Inventory in the total numbering resources calculation. In the MTE and Utilization calculation, SPs shall include every Numbering Resource Assigned to or Retained by them in the Rate Center, regardless of NPA.<sup>95</sup> An exception occurs in cases where a Rate Center is split among multiple NPAs due to a regulatory order by a state commission.<sup>96</sup> Should that occur, the MTE calculation shall be based on only those Numbering Resources in the Rate Center and particular NPA for which Growth Numbering Resources are being requested. Using the data from the Total

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<sup>93</sup> 47 CFR § 52.15 (g) (5).

<sup>94</sup> 47 CFR § 52.15 (g) (4).

<sup>95</sup> State commissions may have certain requirements as to the treatment of different types of grandfathered Central Office (CO) Codes (NPA-NXX).

<sup>96</sup> For example, certain Rate Centers in AZ, CA, MN, OH, NY and WA. More information can be found on the North American Numbering Plan Administrator's (NANPA) website at [www.nationalnanpa.com](http://www.nationalnanpa.com).

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Numbering Resources report<sup>97</sup>, PAS shall automatically populate on the Appendix 2 the list of all Codes NPA(s)-NXXs and Blocks NPA(s)-NXX-X(s) allocated to the OCN, as well as the quantity in item C. Total Numbering Resources.<sup>98</sup> When an exception exists, a block Applicant shall adjust the auto-populated list of all Codes NPA(s)-NXXs and Blocks NPA(s)-NXX-X(s) allocated to the OCN, the quantity in item A. Available Numbers, and the auto-populated quantity in item C. Total Numbering Resources on the Appendix 2 and provide an explanation of the adjustments in the Explanation field (e.g., increased the quantity of available numbers and total numbering resources, and the list of total numbering resources due to pending applications in the same rate center, or for documentation purposes for safety valve waivers). On the Appendix 2, when a block disconnect request is pending in the same rate center, SPs shall not remove the resources from the list of all Codes NPA(s)-NXXs and Blocks NPA(s)-NXX-X(s) allocated to the OCN, or adjust the quantity in item A. Available Numbers or in item C. Total Numbering Resources. The PA shall deny an application when the quantity in item A. Available Numbers and the quantity in item C. Total Number Resources on the Appendix 2 does not include all assigned, retained and pending resources, and the SP does not provide an explanation of the adjustment.

- d) The Applicant shall submit a Pooled CO Code Part 1/Part 1A to the PA certifying that a need exists for a CO Code assignment to a Switching Entity/Point of Interconnection (POI). Applicants for Pooled CO Codes, including applications submitted through the PA, for Growth CO Code assignments shall submit their applications to NANPA using the Part 1. One application form is required per CO Code requested. SPs requesting CO Codes in a Rate Center that is transitioning to pooling should note the criteria in Section 17.0. The Applicant shall complete all required entries on the Part 1/Part 1A to the best of his/her knowledge.

Where Thousands-Block Number Pooling has been implemented, the PA is authorized to forward applications for Pooled CO Codes on behalf of the SP to NANPA. The PA shall request a CO Code Holder for CO Codes to be added to the pool, in accordance with steps outlined in Section 5.4.7. The CO Code Holder shall fill out the Part 1/Part 1A and submit it to the PA who shall then forward the Part 1 to NANPA. The OCN of the CO Code Holder shall be entered on the Part 1/Part 1A. The CO Code Holder shall also indicate on the Part 1 that the CO Code being requested is designated for Thousands-Block Number Pooling by checking the "Pool Indicator" box on the Part 1, and provide the names of both the PA and the CO Code Holder on the application for the NANPA response purposes.

- e) CO Codes are Assigned to SPs for use at a Switching Entity/POI they own or control. The entry in the "Switching Identification (Switching Entity/POI)" field shall be an active Common Language Location Code (CLLI Code), one of the valid network entity types appropriate for CO Code assignment listed in Section 4.13, and built in BIRRDS, otherwise NANPA shall deny the application.
- f) SPs shall provide the Appendix 2 when requesting Growth Pooled CO Codes. The Applicant shall include grandfathered CO Codes and/or Thousands-Blocks that have not been disconnected/donated and are still in its Service Provider Inventory in the total numbering resources calculation. In the MTE calculation and Utilization, SPs shall include every Numbering Resource Assigned to or Retained by them in the Rate Center, regardless of NPA.<sup>99</sup> An exception occurs in cases where a Rate Center is split among multiple NPAs due to a regulatory order by a state commission.<sup>100</sup> Should that occur, the MTE calculation shall be based on only those Numbering Resources in the Rate Center and particular NPA for which Growth Numbering Resources are being requested. Using the data from the Total Numbering Resources report<sup>101</sup>,

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<sup>97</sup> A block Applicant may view the list and quantity of total numbering resources allocated to its OCN in a particular rate center from the Total Numbering Resources report available in PAS; authorized state commission staff also may view the Total Numbering Resources report in PAS by OCN and rate center for a particular SP within their state.

<sup>98</sup> Grandfathered codes and/or blocks that have not been disconnected/donated and are still in the SP's inventory shall be automatically populated in the list and count of Total Numbering Resources.

<sup>99</sup> State commissions may have certain requirements as to the treatment of different types of grandfathered Central Office (CO) Codes (NPA-NXX).

<sup>100</sup> For example, certain Rate Centers in AZ, CA, MN, OH, NY and WA. More information can be found on the North American Numbering Plan Administrator's (NANPA) website at [www.nationalnanpa.com](http://www.nationalnanpa.com).

<sup>101</sup> A block Applicant may view the list and quantity of total numbering resources allocated to its OCN in a particular rate center from the Total Numbering Resources report available in PAS; authorized state commission staff also may view the Total Numbering Resources report in PAS by OCN and rate center for a particular SP within their state.

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PAS shall automatically populate on the Appendix 2 the list of all Codes NPA(s)-NXXs and Blocks NPA(s)-NXX-X(s) allocated to the OCN, as well as the quantity in item C. Total Numbering Resources.<sup>102</sup> When an exception exists, a block Applicant shall adjust the auto-populated list of all Codes NPA(s)-NXXs and Blocks NPA(s)-NXX-X(s) allocated to the OCN, the quantity in item A. Available Numbers, and the auto-populated quantity in item C. Total Numbering Resources on the Appendix 2 and provide an explanation of the adjustments in the Explanation field (e.g., increased the quantity of available numbers and total numbering resources, and the list of total numbering resources due to pending applications in the same rate center, or for documentation purposes for safety valve waivers). On the Appendix 2, when a block disconnect request is pending in the same rate center, SPs shall not remove the resources from the list of all Codes NPA(s)-NXXs and Blocks NPA(s)-NXX-X(s) allocated to the OCN, or adjust the quantity in item A. Available Numbers or in item C. Total Numbering Resources. The PA shall deny an application when the quantity in item A. Available Numbers and the quantity in item C. Total Number Resources on the Appendix 2 does not include all assigned, retained and pending resources, and the SP does not provide an explanation of the adjustment.

- g) An Interconnected VoIP SP shall also provide the 30-day State Notification as well as a date stamped filing or email receipt showing the 30-day notice was sent to the state (see Section 4.8.1).<sup>103</sup>
- h) Pooled CO Codes are a finite resource that should be used in the most effective and efficient manner possible. All Applicants shall be required to provide a completed Part 1/Part 1A form. When more than one Thousands-Block is being requested from a Pooled CO Code, the Appendix 2 shall be submitted to demonstrate compliance with these guidelines. The Applicant should retain a copy of all documentation in the event of an Audit or regulatory initiative (see Section 4.9.3).
- i) The NANPA shall Allocate a Pooled CO Code to a SP's single switch. The SP may use ISP Ports to share Thousands-Blocks Assigned from a Pooled CO Code across their multiple switches in a Rate Center. The actual distribution of Telephone Numbers (TN) from a shared Thousands-Block shall not be captured in the LERG Routing Guide.
- j) If the Applicant is deploying a new Switching Entity/POI in that Rate Center which requires the assignment of a Location Routing Number (LRN), and the SP is participating in Thousands-Block Number Pooling, the Applicant shall indicate on the Part 1/Part 1A, the need for assignment of a new CO Code. In this case, the requesting SP becomes the CO Code Holder of the Pooled CO Code.
- k) An Applicant may request a CO Code assignment for the establishment of an LRN per Switching Entity/POI for each LATA, provided the Applicant has no existing resources Available for LRN assignment. A SP requiring an LRN shall not be Assigned a CO Code for the sole purpose of establishing an LRN (either as an Initial or Growth CO Code in a Rate Center) unless that SP's Switching Entity or subtending POI does not yet have an LRN for the LATA where the SP intends to provide service. LRNs are to be used for routing and not for rating/billing calls.

When a SP requests a Growth Pooled CO Code in a Rate Center, and the CO Code is needed for an LRN, the PA shall ensure that the Applicant satisfies the MTE and utilization requirements.

SPs shall meet the MTE and utilization requirements if the application is for a Growth Pooled CO Code for a new Switching Entity/POI in a Rate Center in which the SP already has Numbering Resources. SPs may appeal to the appropriate regulatory authorities for exceptions to this rule.

However, if a SP meets the criteria for the Allocation of a Growth Pooled CO Code for a particular Switching Entity/POI and already has an LRN associated with that Switching Entity/POI, the PA may assign a CO Code to the SP, if the SP documents one of the following situations in the "Remarks" field on the Part 1/Part 1A:

- 1) The SP shall indicate that there are multiple tandems owned by different SPs (e.g., LECs) in a single LATA, and the SP is requesting a new CO Code in order to establish an additional LRN for the subtending POI's new tandem homing arrangement.

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<sup>102</sup> Grandfathered codes and/or blocks that have not been disconnected/donated and are still in the SP's inventory shall be automatically populated in the list and count of Total Numbering Resources.

<sup>103</sup> See 47 CFR § 52.15 (g) (3) and FCC 15-70 ¶14 and ¶34.

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- 2) Regulatory waivers granted to ILECs to carry local calls across a LATA boundary may exist. In such instances, SPs should be justified in establishing an additional LRN to properly route calls. The SP shall submit to the PA (e.g., Attach Documents in PAS or email) a copy of the regulatory waiver. If the documents are not being attached in PAS, the PAS tracking number shall be provided in the email.
- 3) If the SP does not meet the criteria for obtaining a CO Code but seeks a new CO Code to establish an LRN, the SP shall follow the process for obtaining a waiver, as set forth in Section 19.2. Such regulatory authority may be the state commission wherever the state commission has the appropriate jurisdiction.

A SP that does not meet the criteria for the Allocation of a CO Code for a particular Switching Entity/POI and already has an LRN associated with that Switching Entity/POI also may investigate the feasibility of a voluntary transfer of CO Code Holder responsibilities of an existing CO Code from the current CO Code Holder<sup>104</sup> to avoid opening a new CO Code altogether. If a voluntary transfer appears feasible, the SP should contact the current CO Code Holder. The current CO Code Holder is not obligated to transfer the CO Code but may choose to do so to assist in prolonging the life of the NPA.

- I) A Thousands-Block Number Pooling SP's requirement for an entire CO Code (i.e., 10,000 TNs) to satisfy the numbering needs for a single customer shall be obtained from the PA. A single customer is one customer requiring 10,000 consecutive TNs for its own internal use, not for the purpose of providing telecommunications service<sup>105</sup> to its end users or customers.<sup>106</sup> When a SP requests a dedicated CO Code for a single customer, and MTE and utilization are met, a customer letter is required as supporting documentation to accompany a dedicated CO Code application. The letter shall be on the customer's letterhead documenting the need for 10,000 consecutive TNs, indicating the state and Rate Center where the numbers are needed, and signed by a party within the customer's organization with the authority to make such a request (e.g., officer of the company). When a SP requests a dedicated CO Code for a single customer and MTE and utilization are not met, a safety valve waiver is required.<sup>107</sup>

An entire CO Code dedicated for a single customer's use may be classified as a Non-pooled Central Office (CO) Code (NPA-NXX) at the discretion of the SP, by selecting the pool indicator of "No" in Section 1.5 of the CO Code Part 1.

If this option is selected, but the SP did not follow the guideline direction for requesting the pooling indicator be marked as non-pooled on the Part 1, the SP shall e-mail the PA and NANPA prior to the original Part 3 Central Office Code Administrator's Response/Confirmation Effective Date in order for the CO Code dedicated for a single customer's use be classified as a Non-Pooled CO Code. The SP is reminded that a portability indicator is required. Further, the SP is reminded that the LERG Routing Guide Effective Date reflecting the CO Code as non-pooled may be different than the original Effective Date.

The CO Code dedicated for a single customer's use shall become a Pooled CO Code if and when Thousands-Blocks from the CO Code are returned to the Industry Inventory Pool. A CO Code Part 4 shall be on file prior to a SP returning any Thousands-Block from a CO Code dedicated for a single customer's use. The SP also shall include in the "Remarks" field of the Part 1A disconnect that the CO Code has been activated in the PSTN, loaded in the Number Portability Administration Center (NPAC), and all other CO Code Holder of a Pooled CO Code responsibilities have been fulfilled. If the CO Code was marked as non-pooled in BIRRDS, the PA shall change the CO Code to a pooled status and create the BCRs in BIRRDS for the Thousands-Blocks still Assigned to the SP. The SP then shall create the NXD-X records in BIRRDS for its Assigned Thousands-Blocks.

### 5.4.4

A SP that has not submitted an NRUF Form 502 Report and an Appendix 4 shall be denied Numbering Resources until the SP submits both reports. If Thousands-Blocks are available in the pool, the PA shall assign Thousands-Blocks to a SP that has just submitted the required forecast and utilization reports. If there are no Thousands-Blocks

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<sup>104</sup> See Section 9.3.5 for further details on the Non-Pooled CO Code Transfer Process.

<sup>105</sup> 47 CFR § 52.5 (j).

<sup>106</sup> See also FCC 15-70 ¶32.

<sup>107</sup> See Section 19.2 and [https://www.nationalnanpa.com/pdf/Safety\\_Valve\\_Matrix.pdf](https://www.nationalnanpa.com/pdf/Safety_Valve_Matrix.pdf) for more information.

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Available in the pool, the SP that just submitted its forecast and utilization reports shall submit a Part 1/Part 1A application to open a new CO Code for pool replenishment and receive its Thousands-Blocks from that new CO Code, resulting in the SP having to wait for a period of up to 66 calendar days before its Thousands-Blocks are effective and available for use. If the SP that just submitted its forecast and utilization reports is requesting more than one Thousands-Block and the pool is in need of replenishment, PAS shall give the options to 1) receive some of the Thousands-Blocks from the Industry Inventory Pool and the remaining Thousands-Blocks from a new CO Code that is assigned for pool replenishment, 2) receive all of the Thousands-Blocks from a new CO Code that is assigned for pool replenishment, or 3) receive Thousands-Blocks from the pool only (if there are sufficient Thousands-Blocks in the pool to satisfy the entire request). The process for handling applications submitted by a SP that has just submitted forecast and utilization reports is different in NPA Jeopardy situations (see Section 14.1.10).

### 5.4.5

If a SP submits a Part 1/Part 1A for a Pooled CO Code for a quantity of Thousands-Blocks that is greater than that which had been previously forecasted, the SP shall be required to update its Appendix 4 prior to proceeding with the Part 1A application. When the SP is requesting more than one Thousands-Block and the pool is in need of replenishment, PAS shall give the SP the options to 1) receive some of the Thousands-Blocks from the Industry Inventory Pool and the remaining Thousands-Blocks from a new CO Code that is assigned for pool replenishment, 2) receive all of the Thousands-Blocks from a new CO Code that is assigned for pool replenishment, or 3) receive Thousands-Blocks from the pool only (if there are sufficient Thousands-Blocks in the Industry Inventory Pool to satisfy the entire request). If, however, there are not enough Thousands-Blocks to satisfy these requests due to a Critical Industry Inventory Insufficiency (see Section 7.1.11 and 14.1.10) in the Industry Inventory Pool for a given Rate Center, the PA shall not be able to meet the entire application.

### 5.4.6

All applications for Pooled CO Codes shall not be made more than 6 months prior to the requested Effective Date. Applications for Pooled CO Code assignments from NPAs not yet effective cannot be made more than 66 days prior to the Effective Date of the new NPA, unless there are no CO Codes Available for Assignment in the existing NPA. Any subsequent modifications to the Effective Date shall not extend the Effective Date to more than six months beyond the original application date.

### 5.4.7

The PA shall forward applications for Pooled CO Codes to NANPA in the following instances:

- a) to add resources to the Industry Inventory Pool in order to establish and maintain a 6 month<sup>108</sup> Inventory at the Rate Center level. To replenish the Industry Inventory Pool, the PA shall complete and send the Appendix 3 to the NANPA. The PA shall demonstrate that existing Thousands-Blocks for the Rate Center shall exhaust within 6 months<sup>109</sup> and shall have documented and be prepared to supply supporting data to the NANPA.
- b) to request an entire CO Code (i.e., 10,000 numbers) to satisfy the numbering needs for a SP's single customer. A single customer is defined as one customer requiring 10,000 consecutive TNs from one CO Code for its own internal use, not for the purpose of providing telecommunications service<sup>110</sup> to its end users or customers.<sup>111</sup> SPs have the option whether or not to indicate such a code as pooled or non-pooled. When a SP requests a dedicated CO Code for a single customer and MTE and utilization are not met, a safety valve waiver is required.<sup>112</sup>

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<sup>108</sup> 47 CFR § 52.20 (d) (2).

<sup>109</sup> FCC 00-104, ¶189

<sup>110</sup> 47 CFR § 52.5 (j).

<sup>111</sup> See also FCC 15-70 ¶32.

<sup>112</sup> See Section 19.2 and [https://www.nationalnanpa.com/pdf/Safety\\_Valve\\_Matrix.pdf](https://www.nationalnanpa.com/pdf/Safety_Valve_Matrix.pdf) for more information.

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- c) to request a CO Code for LRN purposes when a SP is deploying a new Switching Entity/POI that requires the assignment of an LRN.

### 5.4.8

The PA when forwarding an application to the NANPA for a CO Code to a) satisfy the needs of a SP's single customer requiring 10,000 consecutive TNs, or b) be Assigned for LRN purposes, shall certify the need by providing the NANPA a copy of the Appendix 2 that is supplied to the PA by the requesting SP in accordance with the these guidelines which covers:

- a) TNs Available for Assignment;
- b) Incremental growth history of new TNs for the past 6 months (does not include ported TNs);
- c) Projected incremental demand for TNs in the next 12 months;<sup>113</sup> and
- d) Utilization Threshold level for the Rate Center in which Growth Numbering Resources are being requested

The PA shall supply all Certification information to the NANPA.

### 5.4.9

The PA receives the Pooled CO Code application (Part 1/Part 1A) the SP and the appropriate supporting documentation. Additional information and/or dialogue may be required by the PA and/or NANPA with the Applicant to facilitate application processing. The PA is required to respond to the Applicant within seven calendar days of receipt of the application.

### 5.4.10

Applicants shall request an Effective Date at least 66 calendar days after the application is submitted to the PA via PAS. The 66-calendar day interval is derived by adding the 21 calendar days<sup>114</sup> allotted to CO Code application processing (by the PA and the NANPA) and Administrative Operating Company Number (AOCN) input to the industry standard of 45 calendar days for CO Code activation. The CO Code activation interval begins on the date the CO Code is input into BIRRDS. If the AOCN does not enter the information in sufficient time to allow a 45-day activation interval prior to the Effective Date, the Effective Date shall be automatically changed in the appropriate TRA databases to ensure a minimum 45-day activation interval.

### 5.4.11

Applications to open a Pooled CO Code in fewer than 66 calendar days (see above) increase the potential for call blocking and/or billing errors and should be avoided except in emergency cases. If a SP must seek an expedite, the burden of implementation is borne by that SP and does not obligate any other SP to activate the CO Code in fewer than 45 calendar days.

If a SP must request an expedite, the expedite request and the necessary expedite documentation shall accompany the Part 1/Part 1A application to open a CO Code in fewer than the standard industry interval of 66 calendar days. Further, if a SP must reschedule the effective date of an existing CO Code such that the 45-day activation interval is shortened and becomes expedited, the necessary expedite documentation shall be provided to the NANPA to ensure that the homing tandem owner concurs with the now expedited timeframe.

- a) Activities for the expedited 21-day Interval:
  - 1) In addition to submitting the Part 1/Part 1A to the PA, the SP obtains agreement from its AOCN to input the Part 2 data within a specific negotiated time period. This can reduce the AOCN period down from

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<sup>113</sup> 47 CFR § 52.15 (g) (4) (A)

<sup>114</sup> The 21-day interval is the combination of 7 calendar days for the Pooling Administrator (PA), 7 calendar days for the North American Numbering Plan Administrator (NANPA), and 7 calendar days for the Administrative Operating Company Number (AOCN).

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7 calendar days. The SP shall provide written confirmation to the PA of the reduction of the 7 calendar days. In the case where an Applicant acts as its own AOCN, the Applicant should indicate so on the Part 1/Part 1A. Doing so will reduce the AOCN period down from 7 calendar days.

- 2) Then, the SP submits the Part 1/Part 1A through the PA with the attached confirmation from the AOCN if applicable. When the SP requests to receive the “earliest Effective Date” on the Part 1, NANPA shall reduce the Effective Date to the earliest date without compromising the 45-day CO Code activation interval from the date NANPA processes the request.

b) Activities for the expedited 45-day Interval:

- 1) The SP shall follow the Next Generation Interconnection and Interoperability Forum (NGIIF) procedures to expedite the 45-day CO Code activation process.<sup>115</sup>
- 2) On an exception basis, an activation interval of less than 45 calendar days may be requested on the Part 1/Part 1A. The Part 1/Part 1A shall be accompanied by documentation from the homing tandem operator concurring that the shorter interval can be met. This same requirement applies when a SP reschedules the effective date of an existing CO Code such that the 45-day activation interval is shortened and becomes expedited.
- 3) Under no circumstances shall an activation of less than 30 days be approved by the homing tandem operating company or the NANPA.<sup>116</sup>

The following table summarizes the intervals and scenarios above and in Section 5.4.10:

| Activity   | Standard interval | Earliest Effective Date without Expedite             | Expedite of 45-day code activation interval | Earliest Effective Date with expedite of 45-day code activation interval |
|--|-------------------|--|---|--|
| PA processing of Application                                   | 7 calendar days   | 2-7 calendar days (if PA can accommodate request)    | 7 calendar days                             | 2-7 calendar days (if PA can accommodate request)                        |
| NANPA processing of Application                                | 7 calendar days   | 2-7 calendar days (if NANPA can accommodate request) | 7 calendar days                             | 2-7 calendar days (if NANPA can accommodate request)                     |
| AOCN input into BIRRDS   | 7 calendar days   | 7 calendar days                                      | 1-6 calendar days                           | 1-6 calendar days  |
| Code Activation Interval (BIRRDS Input Date to Effective Date) | 45 calendar days  | 45 calendar days                                     | 30 calendar days                            | 30 calendar days   |
| Total interval   | 66 calendar days  | 56-66 calendar days                                  | 45-50 calendar days                         | 35-50 calendar days  |

<sup>115</sup> For more information, refer to the latest issue of ATIS-0300046 Next Generation Interconnection Interoperability Forum (NGIIF) “Recommended Notification Procedures to Industry for Changes in Access Network Architecture.”

<sup>116</sup> This is required to ensure that appropriate service provider notification exists; expedited activation intervals or the rescheduling of existing effective dates to less than 45 days have the potential to cause increased blocking and trouble reports for all SPs.

**5.4.12**

State commissions have access<sup>117</sup> to SPs' applications for Numbering Resources, including the supporting documentation that SPs submit to the NANPA or the PA to accompany those applications for Numbering Resources. State commissions may review copies of such applications in NAS and PAS or may request copies of such applications (including supporting documentation accompanying applications) from the SPs operating within their states. SPs shall comply with state commission requests for copies of Numbering Resource applications (including supporting documentation accompanying applications) within one business day of receiving the request. SPs that fail to comply with a state commission request for copies of Numbering Resource application materials shall be denied Numbering Resources<sup>118</sup> when the state commission demonstrates (e.g., by email or facsimile) to the NANPA or the PA that the SP failed to comply with the request.<sup>119</sup>

**5.4.13**

When a SP's jurisdictional Certification, license, or authorization to operate has been revoked, the appropriate regulatory authority should provide written direction and supporting documentation to the NANPA and PA to deny applications for the company name associated with the revoked jurisdictional Certification, license, or authorization.<sup>120</sup>

**5.4.14**

Applicants for Pooled CO Codes shall comply with all applicable local governmental, state, federal and the NANP area governmental regulations relative to the services they wish to provide.

**5.4.15**

Any SP that is denied the assignment a Pooled CO Code under these guidelines has the right to appeal that decision per Section 19.1. SPs disputing the NANPA and/or PA decision to withhold a Growth Pooled CO Code upon a finding of noncompliance may appeal the NANPA's and/or PA's decision to the appropriate state commission for resolution (see Section 19.1).<sup>121</sup> The state commission may affirm or overturn the NANPA's and/or PA's decision to withhold Pooled CO Codes from the SP based on its determination of compliance with the reporting and Numbering Resource application requirements.<sup>122</sup>

**5.5 Initial Non-Pooled Central Office (CO) Codes (NPA-NXX) Applications**

The need for an Initial Non-pooled CO Code assignment occurs only when a Service Provider (SP) initiates service in a Rate Center where pooling has not been implemented or the SP is not participating in optional pooling. Assignment of an Initial Non-pooled CO Code in a Rate Center shall be made by satisfying the following criteria:

**5.5.1**

The Applicant for Non-pooled CO Code (assignments shall submit their applications and necessary forms to the North American Numbering Plan Administrator (NANPA) using the electronic Part 1 Central Office Code (NPA-NXX) Application found in the North American Numbering Plan (NANP) Administration System (NAS), or via an interface by Electronic File Transfer (EFT). A CO Code Applicant's Electronic submission shall be accepted as "official signature." Applicants who choose to submit their Part 1 applications via facsimile or mailed copies shall be charged a fee. See the NANPA web site at [www.nanpa.com](http://www.nanpa.com) for specific details regarding the associated fee

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<sup>117</sup> Go to [www.nationalnanpa.com](http://www.nationalnanpa.com) to request access to the North American Numbering Plan (NANP) Administrative System (NAS) and [www.nationalpooling.com](http://www.nationalpooling.com) to request access to the Pooling Administrative System (PAS).

<sup>118</sup> 47 CFR § 52.15 (g) (6).

<sup>119</sup> FCC 00-429, ¶122

<sup>120</sup> See FCC 00-429 ¶122 and FCC 15-70 ¶53.

<sup>121</sup> 47 CFR § 52.15 (g) (5).

<sup>122</sup> 47 CFR § 52.15 (g) (4).

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structure. This includes the Part 1, associated Appendix 1 Central Office Code Months to Exhaust Certification Worksheet – TN Level and Part 4 Confirmation of CO Code In Service. Note that fees shall be waived in the case of CO Code Holders submitting paper Part 4 forms directly to the PA.

### 5.5.2

The NAS system shall verify the password and access level of the Applicant. All electronic submissions from an Authorized User shall be considered an electronic signature and shall be verified for authenticity utilizing criteria maintained in the NAS database.

### 5.5.3

The following are the SP reporting requirements when requesting Initial Non-pooled CO Codes:

- a) provide FCC Form 502, North American Numbering Plan Numbering Resource Utilization/Forecast (NRUF) Report data in accordance with “North American Numbering Plan Numbering Resource Utilization/Forecast Reporting (NRUF) Guidelines” (ATIS-0300068) by the February 1st and August 1st dates;
- b) The Applicant shall submit a Part 1 to NANPA certifying that a need exists for a Central Office (CO) Code (NPA-NXX) assignment to a Switching Entity/Point of Interconnection (POI). Applicants for Non-pooled CO Codes shall submit their applications to NANPA using the Part 1. One Part 1 application is required per Non-pooled CO Code requested. SPs requesting CO Codes in a Rate Center that is transitioning to pooling should note the criteria in Section 17.0. The Applicant shall complete all required entries on the Part 1 to the best of his/her knowledge. The Applicant shall submit a Part 1 to NANPA certifying that a need exists for a CO Code assignment to a Switching Entity/POI.
- c) CO Codes are Assigned to SPs for use at a Switching Entity/POI they own or control. The entry in the “Switching Identification (Switching Entity/POI)” field shall be an active Common Language Location Code (CLLI Code), one of the valid network entity types appropriate for CO Code assignment listed in Section 4.13, and built in BIRRDS, otherwise NANPA shall deny the application.
- d) The application for an Initial Non-pooled CO Code assignment shall include: (1) evidence that the Applicant is authorized to provide service in the area for which the CO Code is being requested (see Section 4.8.1 License, Certification and/or FCC Authorization); and (2) that the Applicant is or shall be capable of providing service within sixty (60) days of the numbering resources activation date requested (see Section 4.13.2, *Facilities Readiness*).<sup>123</sup>
- e) Non-pooled CO Codes are a finite resource that should be used in the most effective and efficient manner possible. All Applicants shall be required to provide a completed Part 1. The Applicant should retain a copy of all documentation in the event of an Audit or regulatory initiative (see Section 4.9.3).
- f) Assignment of the Initial CO Code(s) shall be to the extent required to terminate Public Switched Telephone Network (PSTN) traffic as authorized or permitted by the appropriate regulatory or governmental authorities and provided all the criteria in Sections 5.3.1 are met. An Initial CO Code assignment shall be based on a single Rate Center<sup>124</sup> consistent with regulatory restriction.

Utilization criteria or projection shall not be used to justify an Initial CO Code assignment. The Applicant shall demonstrate authorization and preparation to provide service before receiving an Initial Non-pooled CO Code.<sup>125</sup>

- g) If NANPA determines from the report provided by the Pooling Administrator (PA) that an Applicant requesting a Non-pooled CO Code directly in the NAS system, is participating in pooling in that Rate Center, NANPA shall deny the application. Once an Applicant chooses to participate in Thousands-Block Number

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<sup>123</sup> 47 CFR § 52.15 (g) (2) and 47 CFR § 52.15 (g) (3).

<sup>124</sup> Multiple Central Office (CO) Codes (NPA-NXX), each associated with a different Rate Center, may be Assigned to the same Switching Entity/Point of Interconnection (POI). Such arrangements may require “Meet Point Billing-like” considerations to permit proper recovery of interconnection charges (see also Section 7.3.3).

<sup>125</sup> 47 CFR § 52.15 (g) (2) and 47 CFR § 52.15 (g) (3).

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Pooling in a voluntary Rate Center, all Numbering Resource applications shall be submitted directly to the PA.

- h) An Applicant may request a CO Code assignment for the establishment of a Location Routing Number (LRN) per Switching Entity/POI for each Local Access and Transport Area (LATA), provided the Applicant has no existing Numbering Resources Available for LRN assignment. A SP requiring an LRN shall not be Assigned a CO Code for the sole purpose of establishing an LRN (either as an Initial or Growth CO Code in a Rate Center) unless that SP's Switching Entity/POI does not yet have an LRN for the LATA where the SP intends to provide service. LRNs are to be used for routing and not for rating/billing calls.

### 5.5.4

A SP that has not submitted an NRUF Form 502 shall be denied Non-pooled CO Codes (NPA-NXX) until the SP submits an NRUF Form 502. The process for handling applications submitted by a SP that has not submitted forecast and utilization reports is different in Numbering Plan Area (NPA) Jeopardy situations (see Section 15).

### 5.5.5

All applications for Numbering Resources shall not be made more than 6 months prior to the requested Effective Date. Applications for Non-pooled CO Code assignments from NPAs not yet effective cannot be made more than 66 days prior to the Effective Date of the new NPA, unless there are no NXXs Available for Assignment in the existing NPA. Any subsequent modifications to the Effective Date shall not extend the Effective Date to more than six months beyond the original application date.

### 5.5.6

The NANPA receives the Non-pooled CO Code applications (Part 1) from the SP and the appropriate supporting documentation. Additional information and/or dialogue may be required by the NANPA with the Applicant to facilitate application processing. The NANPA is required to respond to the Applicant within seven calendar days of receipt of the Non-pooled CO Code application.

### 5.5.7

Applicants shall request an Effective Date at least 59 calendar days after the application is submitted to the NANPA via NAS. The 59-calendar day interval is derived by adding the 14 calendar days<sup>126</sup> allotted to CO Code application processing by the NANPA and Administrative Operating Company Number (AOCN) input to the industry standard of 45 calendar days for CO Code activation. The CO Code activation interval begins on the date the CO Code is input into BIRRDS. If the AOCN does not enter the information in sufficient time to allow a 45-day activation interval prior to the Effective Date, the Effective Date shall be automatically changed in the appropriate TRA databases to ensure a minimum 45-day activation interval.

Applications to open a CO Code in fewer than 59 calendar days (see above) increase the potential for call blocking and/or billing errors and should be avoided except in emergency cases. If a SP must seek an expedite, the burden of implementation is borne by that SP and does not obligate any other SP to activate the CO Code in fewer than 45 calendar days.

If a SP must request an expedite, the expedite request and the necessary expedite documentation shall accompany the Part 1 application to open a CO Code in fewer than the standard industry interval of 59 calendar days. Further, if a SP must reschedule the effective date of an existing CO Code such that the 45-day activation interval is shortened and becomes expedited, the necessary expedite documentation shall be provided to the NANPA to ensure that the homing tandem owner concurs with the now expedited timeframe.

- a) Activities for the expedited 14-day Interval:

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<sup>126</sup> The 14-day interval is the combination of 7 calendar days for the North American Numbering Plan Administrator (NANPA) and 7 calendar days for the Administrative Operating Company Number (AOCN).

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- 1) In addition to submitting the Part 1 to the NANPA, the SP obtains agreement from its AOCN to input the Part 2 data within a specific negotiated time period. This can reduce the AOCN period down from 7 calendar days. The SP shall provide written confirmation to the NANPA of the reduction of the 7 calendar days. In the case where an Applicant acts as its own AOCN, the Applicant should indicate so on the Part 1. Doing so will reduce the AOCN period down from 7 calendar days.
  - 2) Then, the SP submits the Part 1 to NANPA with the attached confirmation from the AOCN if applicable. When the SP requests to receive the “earliest Effective Date” on the Part 1, NANPA shall reduce the Effective Date to the earliest date without compromising the 45-day CO Code activation interval from the date NANPA processes the application.
- b) Activities for the expedited 45-day Interval:
- 1) The SP shall follow the Next Generation Interconnection and Interoperability Forum (NGIIF) procedures to expedite the 45-day CO Code activation process.<sup>127</sup>
  - 2) On an exception basis, an activation interval of less than 45 calendar days may be requested on the Part 1. To open a new CO Code, the Part 1 shall be accompanied by documentation from the homing tandem operating company that the shorter interval can be met. This same requirement applies when a SP reschedules the effective date of an existing CO Code such that the 45-day activation interval is shortened and becomes expedited.
  - 3) Under no circumstances shall an activation of less than 30 calendar days be approved by the homing tandem operating company or the NANPA.<sup>128</sup>

The following table summarizes the intervals and scenarios above:

| Activity   | Standard interval | Earliest Effective Date without Expedite             | Expedite of 45-day code activation interval | Earliest Effective Date with expedite of 45-day code activation interval |
|--|-------------------|--|---|--|
| NANPA processing of Application                                | 7 calendar days   | 2-7 calendar days (if NANPA can accommodate request) | 7 calendar days                             | 2-7 calendar days (if NANPA can accommodate request)                     |
| AOCN input into BIRRDS   | 7 calendar days   | 7 calendar days                                      | 1-6 calendar days                           | 1-6 calendar days  |
| Code Activation Interval (BIRRDS Input Date to Effective Date) | 45 calendar days  | 45 calendar days                                     | 30 calendar days                            | 30 calendar days   |
| Total interval   | 59 calendar days  | 52-59 calendar days                                  | 38-43 calendar days                         | 33-43 calendar days  |

**5.5.8**

State commissions have access<sup>129</sup> to SPs’ applications for Numbering Resources, including the supporting documentation that SPs submit to the NANPA to accompany those applications for Numbering Resources. State

<sup>127</sup> For more information, refer to the latest issue of ATIS-0300046 Next Generation Interconnection Interoperability Forum (NGIIF) “Recommended Notification Procedures to Industry for Changes in Access Network Architecture.”

<sup>128</sup> This is required to ensure facilities are available at the homing tandem and that appropriate service provider notification exists; expedited activation intervals or the rescheduling of existing effective dates to less than 45 days have the potential to cause increased blocking and trouble reports for all SPs.

<sup>129</sup> Go to [www.nationalnanpa.com](http://www.nationalnanpa.com) to request access to the North American Numbering Plan (NANP) Administration System (NAS) and [www.nationalpooling.com](http://www.nationalpooling.com) to request access to the Pooling Administration System (PAS).

commissions may review copies of such applications in NAS or may request copies of such applications (including supporting documentation accompanying applications) from the SPs operating within their states. SPs shall comply with state commission requests for copies of Numbering Resource applications (including supporting documentation accompanying applications) within one business day of receiving the request. SPs that fail to comply with a state commission request for copies of Numbering Resource application materials shall be denied Numbering Resources<sup>130</sup> when the state commission demonstrates (e.g., by email or facsimile) to the NANPA that the SP failed to comply with the request.<sup>131</sup>

### 5.5.9

When a SP's jurisdictional Certification, license, or authorization to operate has been revoked, the appropriate regulatory authority should provide written direction and supporting documentation to the NANPA to deny applications for the company name associated with the revoked jurisdictional Certification, license, or authorization.<sup>132</sup>

### 5.5.10

Applicants for Non-pooled CO Codes shall comply with all applicable local governmental, state, federal and the North American Numbering Plan (NANP) area governmental regulations relative to the services they wish to provide.

### 5.5.11

Any SP that is denied the assignment of a Non-pooled CO Codes under these guidelines has the right to appeal that decision per Section 19.1. SPs disputing the NANPA decision to withhold Initial Non-pooled CO Code upon a finding of noncompliance may appeal the NANPA's decision to the appropriate state commission for resolution (see Section 19.1).<sup>133</sup> The state commission may affirm or overturn the NANPA's decision to withhold Non-pooled CO Codes from the SP based on its determination of compliance with the reporting and Non-pooled CO Code application requirements.<sup>134</sup>

## 5.6 Growth Non-Pooled Central Office (CO) Code (NPA-NXX) Applications

The need for a Growth Non-pooled CO Codes assignment occurs when a Service Provider (SP) requires a Growth Central Office (CO) Code (NPA-NXX) in a Rate Center where pooling has not been implemented or the SP is not participating in optional pooling. Assignment of a Growth Non-pooled CO Code in a Rate Center shall be made by satisfying the following criteria:

### 5.6.1

The Applicants for Non-pooled CO Code assignments shall submit their applications and necessary forms to the NANPA using the electronic Part 1 Central Office Code (NPA-NXX) Application found in NAS, or via an interface by Electronic File Transfer (EFT). A CO Code Applicant's Electronic submission shall be accepted as "official signature." Applicants who choose to submit their Part 1 applications via facsimile or mailed copies shall be charged a fee. See the NANPA web site at [www.nanpa.com](http://www.nanpa.com) for specific details regarding the associated fee structure. This includes the Part 1, associated Appendix 1 and Part 4. Note that fees shall be waived in the case of CO Code Holders submitting paper Part 4 forms directly to the PA.

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<sup>130</sup> 47 CFR § 52.15 (g) (6).

<sup>131</sup> FCC 00-429, ¶122

<sup>132</sup> See FCC 00-429 ¶122 and FCC 15-70 ¶53.

<sup>133</sup> 47 CFR § 52.15 (g) (5).

<sup>134</sup> 47 CFR § 52.15 (g) (4).

## 5.6.2

The NAS system shall verify the password and access level of the Applicant. All electronic submissions from an Authorized User shall be considered an electronic signature and shall be verified for authenticity utilizing criteria maintained in the NAS database.

## 5.6.3

The following are the SP reporting requirements when requesting Growth Non-pooled CO Codes:

- a) provide FCC Form 502, North American Numbering Plan Numbering Resource Utilization/Forecast (NRUF) Report data in accordance with the "North American Numbering Plan Numbering Resource Utilization/Forecast Reporting (NRUF) Guidelines" (ATIS-0300068) by the February 1st and August 1st dates;
- b) When requesting CO Codes for Growth, Applicants shall demonstrate that existing CO Codes for the Rate Center shall exhaust within 6 months and provide (1) an Appendix 1 that provides utilization by Rate Center for the preceding six months and projected monthly utilization for the next twelve (12) months; and (2) the Applicant's current numbering Utilization Level for the Rate Center in which it is seeking Growth numbering resources. The Applicant shall include grandfathered CO Codes in the total numbering resources calculation.
- c) The Applicant shall submit a Part 1 to the NANPA certifying that a need exists for a CO Code assignment to a Switching Entity/Point of Interconnection (POI). Applicants for Non-pooled CO Codes shall submit their applications to the NANPA using the Part 1. One Part 1 application is required per Non-pooled CO Code requested. SPs requesting CO Codes in a Rate Center that is transitioning to pooling should note the criteria in Section 17.0. The Applicant shall complete all required entries on the Part 1 to the best of his/her knowledge.
- d) CO Codes are Assigned to SPs for use at a Switching Entity/POI they own or control. The entry in the "Switching Identification (Switching Entity/POI)" field shall be an active Common Language Location Code (CLLI Code),
- e) one of the valid network entity types appropriate for CO Code assignment listed in Section 4.13, and built in BIRRDS, otherwise NANPA shall deny the application.
- f) When requesting Growth CO Codes, Applicants shall demonstrate that existing CO Codes for the Rate Center shall exhaust within 6 months and provide (1) an Appendix 1 that provides utilization by Rate Center for the preceding six months and projected monthly utilization for the next twelve (12) months; and (2) the Applicant's current numbering Utilization Level for the Rate Center in which it is seeking Growth Numbering Resources.<sup>135</sup> In the Months to Exhaust (MTE) calculation, SPs shall include every CO Code in the Rate Center, regardless of NPA.<sup>136</sup> An exception occurs in cases where a Rate Center is split among multiple NPAs due to a regulatory order by a state commission.<sup>137</sup> Should that occur, the MTE calculation shall be based on only those Numbering Resources in the Rate Center and particular NPA for which Growth Numbering Resources are being requested.

The Non-pooled CO Code Applicant shall include grandfathered CO Codes and/or CO codes that have not been disconnected/donated and are still in its Service Provider Inventory in the total numbering resources calculation.

- g) An Interconnected VoIP SP shall also provide the 30-day State Notification as well as a date stamped filing or email receipt showing the 30-day notice was sent to the state (see Section 4.8.1).<sup>138</sup>

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<sup>135</sup> 47 CFR § 52.15 (g) (4) (i)

<sup>136</sup> State commissions may have certain requirements as to the treatment of different types of grandfathered Central Office (CO) Codes (NPA-NXX).

<sup>137</sup> For example, certain Rate Centers in AZ, CA, MN, OH, NY and WA. More information can be found on the North American Numbering Plan Administrator's (NANPA) website at [www.nationalnanpa.com](http://www.nationalnanpa.com).

<sup>138</sup> See 47 CFR § 52.15 (g) (3) and FCC 15-70 ¶¶14 and ¶34.

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- h) Non-pooled CO Codes are a finite resource that should be used in the most effective and efficient manner possible. All Applicants shall be required to provide a completed Part 1 and Appendix 1 shall be submitted for Growth Non-pooled CO Codes to demonstrate compliance with these guidelines. The Applicant should retain a copy of all documentation in the event of an Audit or regulatory initiative (see Section 4.9.3).
- i) When a Growth CO Code(s) is necessary for distinct routing, rating, or billing purposes (e.g., Calling Party Pays)<sup>139</sup> the Applicant shall provide the Appendix 1 by Rate Center.<sup>140</sup>
- j) When a Growth CO Code(s) is necessary for other reasons. The Applicant shall provide an explanation of why existing Assigned resources cannot satisfy this requirement and the Applicant shall provide the Appendix 1 by Rate Center.<sup>141</sup>
- k) Only one Non-pooled CO Code may be requested on a Part 1 when applying for resources in NAS. The Part 1 application is structured per switch, per rate center.
- l) If NANPA determines from the report provided by the Pooling Administrator (PA) that an Applicant requesting a Non-pooled CO Code directly in the NAS system, is participating in pooling in that Rate Center, NANPA shall deny the application. Once an Applicant chooses to participate in Thousands-Block Number Pooling in a voluntary Rate Center, all Numbering Resource applications shall be submitted

### 5.6.4

A SP that has not submitted an NRUF Form 502 shall be denied Non-pooled CO Codes until the SP submits an NRUF Form 502. The process for handling applications submitted by a SP that has not submitted forecast and utilization reports is different in NPA Jeopardy situations (see Section 15).

### 5.6.5

All applications for Numbering Resources shall not be made more than 6 months prior to the requested Effective Date. Applications for Non-pooled CO Code assignments from NPAs not yet effective cannot be made more than 66 days prior to the Effective Date of the new NPA, unless there are no NXXs Available for Assignment in the existing NPA. Any subsequent modifications to the Effective Date shall not extend the Effective Date to more than six months beyond the original application date.

### 5.6.6

The NANPA receives the Non-pooled CO Code applications (Part 1) from the SP and the appropriate supporting documentation. Additional information and/or dialogue may be required by the NANPA with the Applicant to facilitate application processing. The NANPA is required to respond to the Applicant within seven calendar days of receipt of the Non-pooled CO Code application.

### 5.6.7

Applicants shall request an Effective Date at least 59 calendar days after the application is submitted to the NANPA via NAS. The 59-calendar day interval is derived by adding the 14 calendar days<sup>142</sup> allotted to CO Code application processing by the NANPA and Administrative Operating Company Number (AOCN) input to the industry standard of 45 calendar days for CO Code activation. The CO Code activation interval begins on the date the CO Code is input into BIRRDs. If the AOCN does not enter the information in sufficient time to allow a 45-day activation interval prior to the Effective Date, the Effective Date shall be automatically changed in the appropriate TRA databases to ensure a minimum 45-day activation interval.

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<sup>139</sup> Any additional information that can be provided by the CO Code Applicant may facilitate the processing of that application.

<sup>140</sup> 47 CFR § 52.15 (g) (4) (A)

<sup>141</sup> 47 CFR § 52.15 (g) (4) (A)

<sup>142</sup> The 14-day interval is the combination of 7 calendar days for the North American Numbering Plan Administrator (NANPA) and 7 calendar days for the Administrative Operating Company Number (AOCN).

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Applications to open a CO Code in fewer than 59 calendar days (see above) increase the potential for call blocking and/or billing errors and should be avoided except in emergency cases. If a SP must seek an expedite, the burden of implementation is borne by that SP and does not obligate any other SP to activate the CO Code in fewer than 45 calendar days.

If a SP must request an expedite, the expedite request and the necessary expedite documentation shall accompany the Part 1 application to open a CO Code in fewer than the standard industry interval of 59 calendar days. Further, if a SP must reschedule the effective date of an existing CO Code such that the 45-day activation interval is shortened and becomes expedited, the necessary expedite documentation shall be provided to the NANPA to ensure that the homing tandem owner concurs with the now expedited timeframe.

a) Activities for the expedited 14-day Interval:

- 1) In addition to submitting the Part 1 to the NANPA, the SP obtains agreement from its AOCN to input the Part 2 data within a specific negotiated time period. This can reduce the AOCN period down from 7 calendar days. The SP shall provide written confirmation to the NANPA of the reduction of the 7 calendar days. In the case where an Applicant acts as its own AOCN, the Applicant should indicate so on the Part 1. Doing so will reduce the AOCN period down from 7 calendar days.
- 2) Then, the SP submits the Part 1 to NANPA with the attached confirmation from the AOCN if applicable. When the SP requests to receive the “earliest Effective Date” on the Part 1, NANPA shall reduce the Effective Date to the earliest date without compromising the 45-day CO Code activation interval from the date NANPA processes the request.

b) Activities for the expedited 45-day Interval:

- 1) The SP shall follow the Next Generation Interconnection and Interoperability Forum (NGIIF) procedures to expedite the 45-day CO Code activation process.<sup>143</sup>
- 2) On an exception basis, an activation interval of less than 45 calendar days may be requested on the Part 1. To open a new CO Code, the Part 1 shall be accompanied by documentation from the homing tandem operating company that the shorter interval can be met. This same requirement applies when a SP reschedules the effective date of an existing CO Code such that the 45-day activation interval is shortened and becomes expedited.
- 3) Under no circumstances shall an activation interval of less than 30 calendar days be approved by the homing tandem operating company or the NANPA.<sup>144</sup>

The following table summarizes the intervals and scenarios above:

| Activity                        | Standard interval | Earliest Effective Date without Expedite             | Expedite of 45-day code activation interval | Earliest Effective Date with expedite of 45-day code activation interval |
|---------------------------------|-------------------|--|---|--|
| NANPA processing of Application | 7 calendar days   | 2-7 calendar days (if NANPA can accommodate request) | 7 calendar days                             | 2-7 calendar days (if NANPA can accommodate request)                     |
| AOCN input into BIRRDS          | 7 calendar days   | 7 calendar days                                      | 1-6 calendar days                           | 1-6 calendar days  |

<sup>143</sup> For more information, refer to the latest issue of ATIS-0300046 Next Generation Interconnection Interoperability Forum (NGIIF) “Recommended Notification Procedures to Industry for Changes in Access Network Architecture.”

<sup>144</sup> This is required to ensure facilities are available at the homing tandem and that appropriate service provider notification exists; expedited activation intervals or the rescheduling of existing effective dates to less than 45 days have the potential to cause increased blocking and trouble reports for all SPs.

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|  |                  |                     |                     |                     |
|--|------------------|---------------------|---------------------|---------------------|
| Code Activation Interval (BIRRDs Input Date to Effective Date) | 45 calendar days | 45 calendar days    | 30 calendar days    | 30 calendar days    |
| Total interval   | 59 calendar days | 52-59 calendar days | 38-43 calendar days | 33-43 calendar days |

### 5.6.8

State commissions have access<sup>145</sup> to SPs' applications for Numbering Resources, including the supporting documentation that SPs submit to the NANPA to accompany those applications for Numbering Resources. State commissions may review copies of such applications in NAS or may request copies of such applications (including supporting documentation accompanying applications) from the SPs operating within their states. SPs shall comply with state commission requests for copies of Numbering Resource applications (including supporting documentation accompanying applications) within one business day of receiving the request. SPs that fail to comply with a state commission request for copies of Numbering Resource application materials shall be denied Numbering Resources<sup>146</sup> when the state commission demonstrates (e.g., by email or facsimile) to the NANPA that the SP failed to comply with the request.<sup>147</sup>

### 5.6.9

When a SP's jurisdictional Certification, license, or authorization to operate has been revoked, the appropriate regulatory authority should provide written direction and supporting documentation to the NANPA to deny applications for the company name associated with the revoked jurisdictional Certification, license, or authorization.<sup>148</sup>

### 5.6.10

Applicants for Non-Pooled CO Codes shall comply with all applicable local governmental, state, federal and the NANP) area governmental regulations relative to the services they wish to provide.

### 5.6.11

Any SP that is denied the assignment of a Non-pooled CO Code under these guidelines has the right to appeal that decision per Section 19.1. SPs disputing the NANPA decision to withhold a Growth Non-pooled CO Code upon a finding of noncompliance may appeal the NANPA's decision to the appropriate state commission for resolution (see Section 19.1).<sup>149</sup> The state commission may affirm or overturn the NANPA's decision to withhold the Non-pooled CO Code from the SP based on its determination of compliance with the reporting and Non-pooled CO Code application requirements.<sup>150</sup>

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<sup>145</sup> Go to [www.nationalnanpa.com](http://www.nationalnanpa.com) to request access to the North American Numbering Plan (NANP) Administration System (NAS) and [www.nationalpooling.com](http://www.nationalpooling.com) to request access to the Pooling Administration System (PAS).

<sup>146</sup> 47 CFR § 52.15 (g) (6).

<sup>147</sup> FCC 00-429, ¶122

<sup>148</sup> See FCC 00-429 ¶122 and FCC 15-70 ¶53.

<sup>149</sup> 47 CFR § 52.15 (g) (5).

<sup>150</sup> 47 CFR § 52.15 (g) (4).

## **6 Reserving Numbering Resources**

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### **6.1 Reserving Thousands-Blocks (NPA-NXX-X)**

#### **6.1.1**

A Service Provider (SP) may request to reserve a Thousands-Block(s) when a safety valve waiver request has been submitted to the appropriate regulatory authority. Thousands-Block reservations may be requested and maintained when a Numbering Plan Area (NPA) is in Jeopardy. The SP shall provide a statement of certification including the date the waiver was submitted and the denial tracking number from the Pooling Administration System (PAS) for the waiver request (if available) to the Pooling Administrator (PA) via the "Remarks" field on the Part 1A Thousands-Block (NPA-NXX-X) Application. Thousands-Blocks shall remain in a reserved status for three (3) months from the date the Part 3A Pooling Administrator's Response/Confirmation is approved for the Thousands-Block reservation request, unless the Thousands-Block is Assigned, or the reservation is canceled or extended prior to the Thousands-Block reservation expiration date. A SP may request one three-month reservation extension if the appropriate regulatory authority has not acted upon the SP's waiver request by the original Thousands-Block reservation expiration date. A SP shall cancel its Thousands-Block(s) reservation immediately when the SP determines that it no longer needs the Thousands-Block(s), or the appropriate regulatory authority denies the SP's waiver request.

#### **6.1.2**

Good faith efforts shall be made to eliminate or to minimize the number of reserved Thousands-Blocks.

#### **6.1.3**

The following criteria shall be used by the PA in reviewing a Thousands-Block reservation application from a SP that has submitted a safety valve waiver to the appropriate regulatory authority:

- a) The Thousands-Block Applicant shall provide a statement of certification including the date the waiver was submitted and the denial tracking number for the waiver request from PAS (if available) to the PA via the "Remarks" field on the Part 1A.
- b) The PA shall process applications for Thousands-Block reservations within seven calendar days of receiving the application.
- c) Thousands-Blocks shall remain in a reserved status for three (3) months from the date the Part 3A is approved for the Thousands-Block reservation application, the Thousands-Block is Assigned, or the reservation is canceled or extended prior to the Thousands-Block reservation expiration date.
- d) The PA shall send an e-mail reminder to the SP seven calendar days prior to the Thousands-Block reservation expiration date, advising the SP that the reserved Thousands-Block shall be placed back into the Industry Inventory Pool one (1) calendar day after the Thousands-Block reservation expiration date if the reserved Thousands-Block has not been Assigned or the reservation has not been canceled or extended.

### **6.2 Reserving Pooled or Non-Pooled Central Office (CO) Code (NPA-NXX)**

#### **6.2.1**

A Service Provider (SP) may request an application to reserve a CO Code when a safety valve waiver request<sup>151</sup> has been submitted to the appropriate regulatory authority. A Central Office (CO) Code (NPA-NXX) reservation application cannot be input directly into the North American Numbering Plan (NANP) Administration System (NAS). The Part 1 Central Office Code (NPA-NXX) Application shall be downloaded, populated, and then emailed or faxed to the North American Numbering Plan Administrator (NANPA). The SP shall provide a statement of certification, including the date the safety valve waiver was submitted, via the "Comments" field on the Part 1. A Reserved CO

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<sup>151</sup> See Section 6.2.

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Code shall remain in a reserved status for three (3) months from the date the Part 3 Central Office Code Administrator's Response/Confirmation for the CO Code reservation request is approved, unless the CO Code is Assigned to the SP that made the reservation request, or the reservation is canceled or extended prior to the CO Code reservation expiration date. Special requirements exist in Jeopardy Numbering Plan Area (NPA) situation (see Section 15.5.7).

### 6.2.2

If a Reserved CO Code is not Assigned by the CO Code reservation expiration date indicated on the Part 3, the CO Code shall be released from reservation unless a reservation extension request is submitted to the NANPA. Upon written request to the NANPA, one reservation extension of three months shall be granted if the appropriate regulatory authority has not acted upon the SP's waiver request by the original CO Code reservation expiration date. If the SP determines that it no longer needs the CO Code, or the appropriate regulatory authority denies the SP's waiver request, the SP shall cancel its CO Code reservation immediately by submitting a written request to the NANPA.

### 6.2.3

Reservation applications shall be submitted directly to the Pooling Administrator (PA) if the requested CO Code is in a mandatory pooling Rate Center.

### 6.2.4

Good faith efforts shall be made to eliminate or to minimize the number of Reserved CO Codes.

### 6.2.5

NANPA shall use the following criteria in reviewing a CO Code reservation application from a SP that has submitted a safety valve waiver to the appropriate regulatory authority:

- a) The CO Code Applicant shall provide a statement of certification including the date the waiver was submitted to the appropriate regulatory authority via the "Comments" field on the Part 1.
- b) NANPA shall process applications for CO Code reservations within seven calendar days of receiving the application.
- c) CO Codes shall remain in a reserved status for three (3) months from the date the Part 3 is approved for the CO Code reservation application, unless the CO Code is subsequently Assigned to the SP that made the reservation request, or the reservation is canceled or extended prior to the CO Code reservation expiration date.
- d) NANPA shall send an e-mail reminder to the SP seven calendar days prior to the CO Code reservation expiration date, advising the SP that the Reserved CO Code shall be released from reservation one (1) calendar day after the CO Code reservation expiration date if the Reserved CO Code has not been Assigned to the SP or the reservation has not been canceled or extended.

## 7 Allocation of Numbering Resources

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### 7.1 Thousands-Blocks (NPA-NXX-X)

#### 7.1.1

Where Thousands-Block Number Pooling has been implemented, the Pooling Administrator (PA) shall assign Numbering Resources in Thousands-Block increments. Numbering Resources shall be Available for Assignment from both contaminated and uncontaminated Thousands-Blocks contained in the Industry Inventory Pool. Contamination occurs when at least one Telephone Number (TN) within a Thousands-Block of TNs is not Available

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for Assignment to end users or customers. For purposes of this provision, a TN is “not Available for Assignment,” if it is classified as:<sup>152</sup>

- a) Administrative
- b) Aging
- c) Assigned
- d) Intermediate
- e) Reserved

as defined in the Glossary.

### 7.1.2

Thousands-Block assignments shall be made from Central Office (CO) Codes (NPA-NXX) Assigned and utilized within a single Rate Center. All Service Provider (SP) Switching Entity Rate Center boundaries, which cover the same geographic area, shall participate in a single Industry Inventory Pool. If a single SP has a Rate Center with boundaries that cover a unique geographic area different than any other SP, that SP shall participate in a separate Industry Inventory Pool.

### 7.1.3

Thousands-Blocks shall be Available and Allocated to SPs in a fair and non-discriminatory manner (i.e., on a first-come, first-served basis).

### 7.1.4

Information that is submitted by Thousands-Block Applicants in support of Thousands-Block assignment shall be kept to a minimum, be uniform for all Applicants, and be treated as proprietary and adequately safeguarded by the PA. Switching Entity/Point of Interconnection (POI) information shall be retained by the PA. The Switching Entity/POI information shall continue to be available to those parties that have registered for access to the PA secured systems. If an appropriate state and governmental regulatory authority has not registered for access to the PA secured systems, this information shall be made available upon request. Information required by the iconectiv Business Integrated Rating and Routing Database System (BIRRDs) and iconectiv TPM Data Source and information available in the LERG Routing Guide may be subject to licensing agreements with iconectiv.

### 7.1.5

The PA should accept and fulfill requests for specific Thousands-Blocks of TNs if they are currently Available for Assignment from the Industry Inventory Pool, subject to the criteria identified in Section 7.1.6).

### 7.1.6 Criteria for Thousands-Block Allocation

The following criteria shall be used by the PA in reviewing an Initial Thousands-Block application from a SP:

- a) Applications for Thousands-Block assignments shall not be made more than 6 months prior to the requested Effective Date. Any subsequent modifications to the Effective Date shall not extend the Effective Date to more than six months beyond the original application date;

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<sup>152</sup> 47 CFR §52.7 (h) and 47 CFR §52.15 (f) (1).

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- b) The Applicant shall be licensed or certified to operate in the Rate Center, if required, and shall demonstrate that all applicable regulatory approvals required to provide the service for which the Thousands-Block is required have been obtained;<sup>153</sup>
- c) The Applicant shall be able to provide documented proof that they are or will be capable of providing service within 60 calendar days of the Numbering Resource activation date for Initial Thousands-Blocks. Self-certification shall not be acceptable.<sup>154</sup>
- d) The Applicant shall demonstrate a need for a Thousands-Block(s);<sup>155</sup>
- e) Multiple Thousands-Blocks may be requested on one Part 1A Thousands-Block (NPA-NXX-X) Application. The Part 1A is structured per switch, per rate center;
- f) A separate Part 1B NPAC Thousands-Block Holder Data shall be submitted for each Thousands-Block requested, except when the Thousands-Block is associated with a Pooled Central Office (CO) Code (NPA-NXX) application;
- g) The Applicant should have requested its own contaminated Thousands-Block from the Industry Inventory Pool;
- h) The Applicant may refuse the assignment of a Thousands-Block when it does not meet the Applicant's Technical Limitations and/or Administrative Constraints;
- i) Thousands-Blocks shall not be Allocated to satisfy requests for vanity TNs;
- j) The Applicant has provided the required semi-annual FCC Form 502, North American Numbering Plan Numbering Resource Utilization/Forecast (NRUF) Report to the North American Numbering Plan Administrator (NANPA) and the Appendix 4 Thousands-Block Forecast Report to the PA in order to be Assigned a Thousands-Block (see Section 5.1);<sup>156</sup>

### 7.1.7

For Growth Thousands-Block Allocations, the following applicable criteria shall be used by the PA in reviewing a Thousands-Block application from a SP:

- a) The Applicants shall demonstrate that existing Numbering Resources for the Rate Center shall exhaust within 6 months. In the Months to Exhaust (MTE) calculation on the Appendix 2 Thousands-Block Months to Exhaust Certification Worksheet – TN Level, SPs shall include every Numbering Resource Assigned to or Retained by them in the Rate Center, regardless of Numbering Plan Area (NPA).<sup>157</sup> An exception occurs in cases where a Rate Center is split among multiple NPAs due to a regulatory order by a state commission.<sup>158</sup> Should that occur, the MTE calculation shall be based on only those Numbering Resources in the Rate Center and particular NPA for which Growth Numbering Resources are being requested.<sup>159</sup> Using the data from the Total Numbering Resources report<sup>160</sup>, PAS shall automatically populate on the Appendix 2 the list of all Codes NPA(s)-NXXs and Blocks NPA(s)-NXX-X(s) allocated to the OCN, as well

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<sup>153</sup> 47 CFR § 52.15 (g) (2) and 47 CFR § 52.15 (g) (3).

<sup>154</sup> 47 CFR § 52.15 (g) (2) and 47 CFR § 52.15 (g) (3).

<sup>155</sup> 47 CFR § 52.15 (g) (4).

<sup>156</sup> 47 CFR § 52.15 (f) (6) (i).

<sup>157</sup> This includes grandfathered codes and/or blocks that have not been disconnected/donated and are still in the SP's inventory, as well as pending applications in the same rate center.

<sup>158</sup> For example, certain Rate Centers in AZ, CA, MN, OH, NY and WA. More information can be found on the North American Numbering Plan Administrator's (NANPA) website at [www.nationalnanpa.com](http://www.nationalnanpa.com).

<sup>159</sup> 47 CFR § 52.15 (g) (4).

<sup>160</sup> A block Applicant may view the list and quantity of total numbering resources allocated to its OCN in a particular rate center from the Total Numbering Resources report available in PAS; authorized state commission staff also may view the Total Numbering Resources report in PAS by OCN and rate center for a particular SP within their state.

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as the quantity in item C. Total Numbering Resources.<sup>161</sup> When an exception exists, a block Applicant shall adjust the auto-populated list of all Codes NPA(s)-NXXs and Blocks NPA(s)-NXX-X(s) allocated to the OCN, the quantity in item A. Available Numbers, and the auto-populated quantity in item C. Total Numbering Resources on the Appendix 2 and provide an explanation of the adjustments in the Explanation field (e.g., increased the quantity of available numbers and total numbering resources, and the list of total numbering resources due to pending applications in the same rate center, or for documentation purposes for safety valve waivers). On the Appendix 2, when a block disconnect request is pending in the same rate center, SPs shall not remove the resources from the list of all Codes NPA(s)-NXXs and Blocks NPA(s)-NXX-X(s) allocated to the OCN, or adjust the quantity in item A. Available Numbers or in item C. Total Numbering Resources. The PA shall deny an application when the quantity in item A. Available Numbers and the quantity in item C. Total Number Resources on the Appendix 2 does not include all assigned, retained and pending resources, and the SP does not provide an explanation of the adjustment.

- b) All Applicants for Growth Numbering Resources shall achieve a 75% Utilization Threshold for the Rate Center in which they are requesting Growth Numbering Resources.<sup>162</sup>
- c) Unless the Applicant requests a specific Thousands-Block, the PA should select the Thousands-Block for assignment based upon the following order:
  - 1) SP's own donated/returned contaminated Thousands-Blocks;
  - 2) SP's own donated/returned, uncontaminated Thousands-Blocks (first attempting to use the 0, 1, 8, and 9 Thousands-Block s);
  - 3) uncontaminated Thousands-Blocks from other SPs (first attempting to use the 0, 1, 8 and 9 Thousands-Blocks); and
  - 4) contaminated Thousands-Blocks from other SPs.
- d) When the Applicant requests a specific Thousands-Block, the PA should assign the Thousands-Block if Available in the Industry Inventory Pool. If not, the PA should follow the procedure outlined above.

The quantitative information required to meet the Utilization Threshold and MTE for a Growth Thousands-Block(s) request is on the Appendix 2. The Thousands-Block Applicant should retain a copy in the event of an Audit or regulatory initiative. The SP shall supply additional supporting information to the PA including:

  - 1) TNs Available for Assignment,
  - 2) Incremental growth history of new TNs for the past 6 months,
  - 3) Projected incremental demand for new TNs in the next 12 months; and
  - 4) Utilization Threshold
- e) An Interconnected VoIP SP shall also provide the 30-day State Notification as well as a date stamped filing or email receipt showing the 30-day notice was sent to the state (See Section 4.9.6).
- f) The SP may refuse the assignment of a Thousands-Block when it does not meet their Technical Limitations and/or Administrative Constraints;
- g) Thousands-Blocks shall not be Allocated to satisfy requests for vanity TNs;
- h) The Applicant has provided the required semi-annual NRUF Form 502 to the NANPA and the Appendix 4 to the PA in order to be Assigned a Thousands-Block (see Section 5.2);<sup>163</sup>

### 7.1.8

Before allocating Thousands-Blocks from a new CO Code that was Assigned for use in an Industry Inventory Pool, the PA shall verify with the CO Code Holder that the CO Code has been activated in the Public Switched Telephone

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<sup>161</sup> Grandfathered codes and/or blocks that have not been disconnected/donated and are still in the SP's inventory shall be automatically populated in the list and count of Total Numbering Resources.

<sup>162</sup> 47 CFR § 52.15 (h).

<sup>163</sup> 47 CFR § 52.15 (f) (6) (i).

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Network (PSTN), loaded in the Number Portability Administration Center (NPAC), and all other CO Code Holder Responsibilities of a Pooled CO Code have been fulfilled. This step ensures that Thousands-Blocks Allocated to other SPs shall be viable except with the option below.

As an option, and at the request of an Applicant, the PA may assign a Thousands-Block(s) from the CO Code with a Thousands-Block Effective Date one business day after the Effective Date of the CO Code, if an Applicant selects the checkbox on the Part 1A that indicates that the Applicant explicitly understands that the underlying CO Code may not yet be activated in the PSTN and loaded in the NPAC on the Thousands-Block Effective Date. Regardless of whether this option is utilized, it is still advisable for Thousands-Block recipients to make a test call and ensure that default routing has been established by the CO Code Holder of the Pooled CO Code before loading the Assigned Thousands-Blocks into translations, and to verify that the CO Code has been loaded in the NPAC.

### 7.1.9

The following criteria shall be used by the PA in reviewing a Thousands-Block reservation request from a SP that has submitted a safety valve waiver to the appropriate regulatory authority:

- a) The Applicant shall provide a statement of certification including the date the waiver was submitted and the denial tracking number for the waiver request from the Pooling Administration System (PAS) (if available) to the PA via the "Remarks" field on the Part 1A.
- b) The PA shall process applications for Thousands-Block reservations within seven calendar days of receiving the application.
- c) Thousands-Blocks shall remain in a reserved status for three (3) months from the date the Part 3A Pooling Administrator's Response/Confirmation is approved for the Thousands-Block reservation application, the Thousands-Block is Assigned, or the reservation is canceled or extended prior to the Thousands-Block reservation expiration date.
- d) The PA shall send an e-mail reminder to the SP seven calendar days prior to the Thousands-Block reservation expiration date, advising the SP that the reserved Thousands-Block shall be placed back into the Industry Inventory Pool one (1) calendar day after the Thousands-Block reservation expiration date if the reserved Thousands-Block has not been Assigned or the reservation has not been canceled or extended.

### 7.1.10

The following additional assignment criteria shall be used by PA when reviewing a Thousands-Block application from a SP.

- a) Among the FCC's "Red Light Rules" is the mandate that any organization delinquent in debts owed to the FCC is barred from receiving Numbering Resources from the NANPA and the PA until the delinquency has been resolved.<sup>164</sup> If the Applicant's FCC Registration Number (FRN), associated with its Operating Company Number(s) (OCN), is appearing in the FCC's Red Light Display System (<http://www.fcc.gov/redlight>) at the time the NANPA or the PA is processing the application, the application shall be denied.
- b) The Applicant shall certify a need for North American Numbering Plan (NANP) numbers, e.g., provision of wireline, wireless, or interconnected VoIP service in the PSTN, and that a need exists for a Thousands-Block assignment to a Switching Entity/POI.
- c) All applications for Numbering Resources shall include the company name, company headquarters address, OCN, Parent Company OCN, Rate Center, switch, and the primary type of business in which the Numbering Resources shall be used.<sup>165</sup>
- d) Inaccurate Thousands-Block applications shall delay the start of the Thousands-Block assignment process. An OCN, which uniquely identifies the Applicant, shall be provided. The OCN cannot be shared with

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<sup>164</sup> See FCC Order 04-72 released April 13, 2004 and FCC Public Notice DA 12-1192 released July 25, 2012.

<sup>165</sup> 47 CFR § 52.15 (g) (1).

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another SP. In addition, the Applicant's Parent Company OCN shall be provided and shall be of a type permitted Numbering Resource assignments.<sup>166</sup> The Applicant can get OCN information by calling National Exchange Carrier Association (NECA) (see the Part 1A, Section 1.2). The information provided on the Part 1A shall be the official information. Any changes to this information shall be submitted to the PA as described in Sections 9.1 or 10.1.

- e) All applications for Numbering Resources shall be made 6 months or less before the requested Effective Date. Any subsequent modifications to the Effective Date shall not extend the Effective Date to more than six months beyond the original application date.

### 7.1.11 Critical Industry Inventory Insufficiency

A Critical Industry Inventory Insufficiency exists for a Rate Center when the Available resources in the Industry Inventory Pool for a particular Rate Center fall below the actual and/or forecasted demand for the next 66 calendar days. The PA:

- a) shall continue to assign Thousands-Blocks on a first come, first served basis;
- b) should request that SPs voluntarily return Thousands-Block(s); and
- c) shall not reduce Service Provider Inventories to replenish the Industry Inventory Pool; and
- d) shall approve and maintain Thousands-Block reservations when a safety valve waiver has been requested.

### 7.1.12 NPA Jeopardy Situations and Thousands-Blocks

When it is determined by the NANPA based on the NPA Code Relief Planning & Notification Guidelines (ATIS-0300061) that an NPA is in Jeopardy,<sup>167</sup> the PA shall participate in the NPA Jeopardy activities. The Industry Inventory Pool participants are encouraged to also participate.

The PA and SPs shall follow the Jeopardy procedures outlined in the Section 15. It is understood that the PA shall continue to assign Thousands-Blocks on a first come, first served basis if Industry Inventory Pool has Thousands-Blocks Available. Thousands-Block reservations may be requested and maintained when an NPA is in Jeopardy.

### 7.1.13

When a contaminated Thousands-Block is Allocated, the PA shall notify the Applicant that the Allocated Thousands-Block(s) is contaminated. The Applicant is responsible for obtaining a list from the Local Number Portability (LNP) databases of Unavailable TNs within the contaminated Thousands-Block that are not Available for the Applicant's use.

### 7.1.14

Should the NPAC experience any problem with the initial activation of an Allocated Thousands-Block (e.g., if all pending Local Number Portability (LNP) Ports have not been addressed), the NPAC shall notify the PA before attempting to perform subsequent Thousands-Block creation. In the event all pending LNP Ports have not been addressed and is the cause for rejection, the PA shall contact the CO Code Holder of the Pooled CO Code (i.e., the Thousands-Block Donor) to take steps to resolve any pending LNP Ports that were not addressed when the Thousands-Block was donated/returned. The CO Code Holder of the Pooled CO Code shall resolve the issue and provide notification back to the PA within five business days of being contacted by the PA.

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<sup>166</sup> 47 CFR § 52.15 (g) (1)

<sup>167</sup> A Jeopardy Numbering Plan Area (NPA) condition exists when the forecasted and/or actual demand for Central Office (CO) Code (NPA-NXX) resources shall exceed the known supply during the planning/implementation interval for relief.

### 7.1.15

In instances where a pooled Unavailable TN is Assigned to more than one customer served by different SPs (i.e., Thousands-Block Holder and CO Code Holder of the Pooled CO Code) due to an error made by the CO Code Holder in the population of Unavailable TNs in the LNP database at the time of the Donation/return, the customer of the original SP (i.e., the customer to whom the TN was originally Assigned) shall retain assignment of the TN and the Thousands-Block Holder shall assign its customer a new TN. However, in instances where a pooled Unavailable TN is Assigned to more than one customer served by different SPs (i.e., Thousands-Block Holder and CO Code Holder of the Pooled CO Code) due to the CO Code Holder's failure to protect the Thousands-Block from further TN assignment after Thousands-Block Donation/return, the customer of the Thousands-Block Holder shall retain assignment of the TN, and the CO Code Holder that Assigned the TN to its customer in error after the Thousands-Block was donated/returned shall assign its customer a new TN.

### 7.1.16

In instances where a pooled Unavailable TN is Assigned to more than one customer served by different SPs (i.e., the Thousands-Block Holder and the CO Code Holder of the Pooled CO Code) due to an error made by the CO Code Holder, the conflict shall be resolved as follows:

- a) If the TN was Assigned before the Thousands-Block was donated/returned and the CO Code Holder made an error in the population of Unavailable TNs in the LNP database (NPAC) at the time of Donation/return, the customer of the original SP (i.e., the customer to whom the TN was originally Assigned) shall retain assignment of the TN and the Thousands-Block Holder shall assign its customer a new TN.
- b) If the TN was not Assigned at the time of the Donation/return and the CO Code Holder failed to protect the Thousands-Block from further assignment in their databases and Assigned the TN after the Thousands-Block was donated/returned, the customer of the Thousands-Block Holder shall retain assignment of the TN, and the CO Code Holder that Assigned the TN to its customer in error shall assign its customer a new TN.

### 7.1.17

The PA is responsible for creating the BCR record in BIRRDS with the required Thousands-Block assignment information. The BCR record is created by the PA upon issuance of a Part 3A approving a Thousands-Block application. Required Thousands-Block information includes the following data elements: OCN of the Thousands-Block Holder, the Thousands-Block line range, Switching Entity/POI and Thousands-Block Effective Date. The BCR record shall also display the Rate Center of the Assigned CO Code as shown on the CO Code ACD record. The Rate Center information is for informational purposes only for the PA. The Administrative Operating Company Number (AOCN) is responsible for entering in BIRRDS its specified routing and rating information for the Thousands-Block on the NXX-X record (NXD) within five (5) calendar days of the issuance of the Part 3A.

### 7.1.18

The PA issues the Part 3A to the SP and issues the Part 1B to the NPAC as confirmation of Thousands-Block Allocation. A Part 1B is not issued for Thousands-Blocks associated with Pooled CO Code applications. If the Thousands-Block is to be created in the NPAC, the NPAC shall create the NPA-NXX-X Holder Information Table within seven calendar days of notification, provided that the NPA-NXX is loaded in the NPAC. If the NPA-NXX is not loaded in the NPAC, then NPAC shall create the NPA-NXX-X Holder Information Table within two business days of the CO Code Holder loading the NPA-NXX in the NPAC.

The NPAC shall create the Thousands-Block in the NPAC under these circumstances:

If a SP marks the "NPAC Activate Block Range" field on the Part 1B as:

- a) "YES", the NPAC shall create and shall activate the Thousands-Block range.
- b) "NO", the NPAC shall create the Thousands-Block range but it shall be the responsibility of the SP to activate the Thousands-Block range.

The NPAC shall not create the Thousands-Block in the NPAC under one or both of these circumstances:

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- a) If a SP checks the “For Information Only” field in any combination with the “NPAC Activate Block Range” field on the Part 1B form;
- b) If the Thousands-Block is being Allocated back to the CO Code Holder on the Switching Entity/POI where the CO Code resides (per the PA portion of Section A of the Part 1B).

If the Thousands-Block being Allocated back to the CO Code Holder on the Switching Entity/POI where the CO Code resides needs to be opened in the NPAC, the SP shall contact the NPAC help desk (see NPAC contact information in Glossary ).

### 7.1.19

Any SP that is denied the assignment of one or more Thousands-Blocks under these guidelines has the right to appeal that decision, per Section 19.1.

## 7.2 Pooled Central Office (CO) Codes (NPA-NXX)

### 7.2.1

Pooled CO Codes shall be Available and Allocated to Service Providers (SP) in a fair and non-discriminatory manner (i.e., on a first-come, first-served basis).

### 7.2.2

Information that is submitted by CO Code Applicants in support of Pooled CO Code assignment shall be kept to a minimum, be uniform for all Applicants, and be treated as proprietary and adequately safeguarded by the Pooling Administrator (PA)/North American Numbering Plan Administrator (NANPA). Switching Entity/Point of Interconnection (POI) information shall not be placed on the NANPA website but shall be retained by the PA/NANPA. The Switching Entity/POI information shall continue to be available to those parties that have registered for access to the PA/NANPA secured systems. If an appropriate state and governmental regulatory authority has not registered for access to the PA/NANPA secured systems, this information shall be made available upon request. Information required by the iconectiv Business Integrated Rating and Routing Database System (BIRRDs) and iconectiv TPM Data Source and information available in the LERG Routing Guide may be subject to licensing agreements with iconectiv.

### 7.2.3

The PA should accept and fulfill requests for specific Thousands-Blocks (NPA-NXX-X) from Central Office (CO) Codes (NPA-NXX) being opened for pool replenishment.

### 7.2.4 Criteria for Pooled CO Code Allocation

The following criteria shall be used by the PA and NANPA in reviewing an Initial Pooled CO Code application from a SP:

- a) Applications for Pooled CO Codes shall not be made more than 6 months prior to the requested Effective Date. Any subsequent modifications to the Effective Date shall not extend the Effective Date to more than six months beyond the original application date;
- b) The Applicant shall be licensed or certified to operate in the Rate Center, if required, and shall demonstrate that all applicable regulatory approvals required to provide the service for which the Pooled CO Code is required have been obtained;<sup>168</sup>

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<sup>168</sup> 47 CFR § 52.15 (g) (2) and 47 CFR § 52.15 (g) (3).

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- c) The Applicant shall be able to provide documented proof that they are or will be capable of providing service within 60 calendar days of the Numbering Resource activation date for Initial Pooled CO Codes. Self-certification shall not be acceptable.<sup>169</sup>
- d) The Applicant shall demonstrate a need to open a new Pooled CO Code;<sup>170</sup>
- e) Multiple Thousands-Blocks may be requested on one Part 1A Thousands-Block (NPA-NXX-X) Application associated with a Part 1 Central Office Code (NPA-NXX) Application to open a Pooled CO Code. The Part 1/Part 1A application is structured per switch, per rate center;
- f) The SP may refuse the assignment of a Pooled CO Code and/or the Assigned Thousands-Blocks when it does not meet their Technical Limitations and/or Administrative Constraints;
- g) Pooled CO Codes shall not be Allocated to satisfy requests for vanity Telephone Numbers (TN);
- h) When the Applicant requests a specific Pooled CO Code and/or Thousands-Block within the Pooled CO Code, the NANPA and/or PA should assign the requested Pooled CO Code and/or Thousands-Block(s). When the Applicant does not request a specific Pooled CO Code and/or Thousands-Block, the NANPA and/or PA should select the Pooled CO Code and/or Thousands-Block for assignment.
- i) The Applicant has provided the required semi-annual FCC Form 502, North American Numbering Plan Numbering Resource Utilization/Forecast (NRUF) Report to the NANPA and the Appendix 4 Thousands-Block Forecast Report to the PA in order to be Assigned a Pooled CO Code (see Section 5.3).<sup>171</sup>

### 7.2.5

For Growth Pooled CO Code applications, the following applicable criteria shall be used by the PA and NANPA in reviewing a Pooled CO Code application from a SP:

- a) The Applicants shall demonstrate that existing Numbering Resources for the Rate Center shall exhaust within 6 months. In the Months to Exhaust (MTE) calculation on the Appendix 2 Thousands-Block Months to Exhaust Certification Worksheet – TN Level, SPs shall include every Numbering Resource Assigned to or Retained by them in the Rate Center, regardless of Numbering Plan Area (NPA).<sup>172</sup> An exception occurs in cases where a Rate Center is split among multiple NPAs due to a regulatory order by a state commission.<sup>173</sup> Should that occur, the MTE calculation shall be based on only those Numbering Resources in the Rate Center and particular NPA for which Growth resources are being requested.<sup>174</sup> Using the data from the Total Numbering Resources report<sup>175</sup>, PAS shall automatically populate on the Appendix 2 the list of all Codes NPA(s)-NXXs and Blocks NPA(s)-NXX-X(s) allocated to the OCN, as well as the quantity in item C. Total Numbering Resources.<sup>176</sup> When an exception exists, a block Applicant shall adjust the auto-populated list of all Codes NPA(s)-NXXs and Blocks NPA(s)-NXX-X(s) allocated to the OCN, the quantity in item A. Available Numbers, and the auto-populated quantity in item C. Total Numbering Resources on the Appendix 2 and provide an explanation of the adjustments in the Explanation field (e.g., increased the quantity of available numbers and total numbering resources, and the list of total numbering resources due to pending applications in the same rate center, or for documentation purposes for safety valve waivers).

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<sup>169</sup> 47 CFR § 52.15 (g) (2) and 47 CFR § 52.15 (g) (3).

<sup>170</sup> 47 CFR § 52.15 (g) (4).

<sup>171</sup> 47 CFR § 52.15 (f) (6) (i).

<sup>172</sup> This includes grandfathered codes and/or blocks that have not been disconnected/donated and are still in the SP's inventory, as well as pending applications in the same rate center.

<sup>173</sup> For example, certain Rate Centers in AZ, CA, MN, OH, NY and WA. More information can be found on the North American Numbering Plan Administrator's (NANPA) website at [www.nationalnanpa.com](http://www.nationalnanpa.com).

<sup>174</sup> 47 CFR § 52.15 (g) (4).

<sup>175</sup> A block Applicant may view the list and quantity of total numbering resources allocated to its OCN in a particular rate center from the Total Numbering Resources report available in PAS; authorized state commission staff also may view the Total Numbering Resources report in PAS by OCN and rate center for a particular SP within their state.

<sup>176</sup> Grandfathered codes and/or blocks that have not been disconnected/donated and are still in the SP's inventory shall be automatically populated in the list and count of Total Numbering Resources.

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On the Appendix 2, when a block disconnect request is pending in the same rate center, SPs shall not remove the resources from the list of all Codes NPA(s)-NXXs and Blocks NPA(s)-NXX-X(s) allocated to the OCN, or adjust the quantity in item A. Available Numbers or in item C. Total Numbering Resources. The PA shall deny an application when the quantity in item A. Available Numbers and the quantity in item C. Total Number Resources on the Appendix 2 does not include all assigned, retained and pending resources, and the SP does not provide an explanation of the adjustment.

- b) All Applicants for Growth Numbering Resources shall achieve a 75% Utilization Threshold for the Rate Center in which they are requesting Growth Numbering Resources.<sup>177</sup>
- c) When the Applicant requests a specific Pooled CO Code and/or Thousands-Block within the Pooled CO Code, the NANPA and/or PA should assign the requested Pooled CO Code and/or Thousands-Block(s). When the Applicant does not request a specific Pooled CO Code and/or Thousands-Block, the NANPA and/or PA should select the Pooled CO Code and/or Thousands-Block for assignment.
- d) The quantitative information required to meet the Utilization Threshold and MTE for a Growth Pooled CO Code is on the Appendix 2. The Applicant should retain a copy in the event of an Audit or regulatory initiative. The SP shall supply additional supporting information to the PA including:
  - 1) TNs Available for Assignment,
  - 2) Incremental growth history of new TNs for the past 6 months,
  - 3) Projected incremental demand for new TNs in the next 12 months; and
  - 4) Utilization Threshold
- e) An Interconnected VoIP SP shall also provide the 30-day State Notification as well as a date stamped filing or email receipt showing the 30-day notice was sent to the state (See Section 5.4.3).<sup>178</sup>

### 7.2.6

The following additional assignment criteria shall be used by PA and NANPA when reviewing a Pooled CO Code application from a SP.

- a) Among the FCC's "Red Light Rules" is the mandate that any organization delinquent in debts owed to the FCC is barred from receiving numbering resources from the NANPA and the PA until the delinquency has been resolved.<sup>179</sup> If the Applicant's FCC Registration Number (FRN), associated with its Operating Company Number(s) (OCN), is appearing in the FCC's Red Light Display System (<http://www.fcc.gov/redlight>) at the time the NANPA or the PA is processing the application, the application shall be denied.
- b) The Applicant shall certify a need for North American Numbering Plan (NANP) numbers, e.g., provision of wireline, wireless, or interconnected VoIP service in the Public Switched Telephone Network (PSTN), and that a need exists for a Pooled CO Code assignment to a Switching Entity/POI.
- c) All applications for Numbering Resources shall include the company name, company headquarters address, OCN, Parent Company OCN, Rate Center, switch, and the primary type of business in which the Numbering Resources shall be used.<sup>180</sup>
- d) Inaccurate Pooled CO Code applications shall delay the start of the Pooled CO Code assignment process. An OCN, which uniquely identifies the Applicant, shall be provided. The OCN cannot be shared with another SP. In addition, the Applicant's Parent Company OCN shall be provided and shall be of a type permitted Numbering Resource assignments.<sup>181</sup> The Applicant can get OCN information by calling National Exchange Carrier Association (NECA) (see the Part 1 or Part 1A, Section 1.2). The information provided on Part 1 or

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<sup>177</sup> 47 CFR § 52.15 (h).

<sup>178</sup> See 47 CFR § 52.15 (g) (3) and FCC 15-70 ¶¶14 and ¶34.

<sup>179</sup> See FCC Order 04-72 released April 13, 2004 and FCC Public Notice DA 12-1192 released July 25, 2012.

<sup>180</sup> 47 CFR § 52.15 (g) (1).

<sup>181</sup> 47 CFR § 52.15 (g) (1).

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Part 1A shall be the official information. Any changes to this information shall be submitted to the PA as described in Sections 9.2 or 10.2.

- e) All applications for Numbering Resources shall be made 6 months or less before the requested Effective Date. Any subsequent modifications to the Effective Date shall not extend the Effective Date to more than six months beyond the original application date.

### 7.2.7

The PA is responsible for creating the BCR record in BIRRDs with the required Thousands-Block assignment information. The BCR record is created by the PA upon issuance of a Part 3A Pooling Administrator's Response/Confirmation approving a Pooled CO Code application. Required Thousands-Block information includes the following data elements: OCN of the Thousands-Block Holder, the Thousands-Block line range, Switching Entity/POI and Thousands-Block Effective Date. The BCR record shall also display the Rate Center of the Assigned Pooled CO Code as shown on the CO Code ACD record. The Rate Center information is for informational purposes only for the PA. The Administrative Operating Company Number (AOCN) is responsible for entering in BIRRDs its specified routing and rating information for the Thousands-Block on the NXX-X record (NXD) within five (5) calendar days of the issuance of the Part 3A.

### 7.2.8

The PA issues the Part 3A to the SP as confirmation of Thousands-Block Allocation.

### 7.2.9

Any SP that is denied the assignment of one or more Pooled CO Codes under these guidelines has the right to appeal that decision, per Section 19.1.

### 7.2.10 NPA-NXX Exchange

In cases where an Assigned CO Code cannot be used by the Assignee and if the Assignee completes the following steps, the CO Code may be exchanged for a different CO Code in the same Rate Center. The Assignee shall request the exchange, by contacting NANPA, prior to the original Effective Date of the new CO Code. In the case of a Pooled CO Code, the Assignee shall contact both the PA and NANPA prior to the original Effective Date of the new CO Code.

- a) If the NXD record in BIRRDs has already been built, the Assignee shall have the NXD record zapped by TRA before NANPA can zap the ACD.
- b) If the CO Code is a Pooled CO Code, the Assignee also shall need to request that the NXD-X record(s) be zapped by TRA before the PA can zap the BCR.

Once the above steps are completed, NANPA shall assign a new CO Code and shall issue a corrected Part 3 Central Office Code Administrator's Response/Confirmation. Depending on when the requested exchange was made, it is possible that the Effective Date may need to be changed in order to meet the industry standard interval. If the original request was not an expedited request, the request to exchange shall not be expedited unless the appropriate documentation is provided.

The Assignee also should ensure that Number Portability Administration Center (NPAC) changes are completed not only for the exchanged CO Code but the new CO Code as well.

## 7.3 Non-Pooled Central Office (CO) Codes (NPA-NXX)

### 7.3.1

Non-pooled CO Codes shall be Available and Allocated to Service Providers (SP) in a fair and non-discriminatory manner (i.e., on a first come, first served basis).

### 7.3.2

Information that is submitted by CO Code Applicants in support of Non-pooled CO Code assignment shall be kept to a minimum, be uniform for all Applicants, and be treated as proprietary and adequately safeguarded by the North American Numbering Plan Administrator (NANPA). Switching Entity/POI information shall not be placed on the NANPA website but shall be retained by the NANPA. The Switching Entity/POI information shall continue to be available to those parties that have registered for access to the NANPA secured systems. If an appropriate state and governmental regulatory authority has not registered for access to the NANPA secured systems, this information shall be made available upon request. Information required by the iconectiv Business Integrated Rating and Routing Database System (BIRRDs) and iconectiv TPM Data Source and information available in the LERG Routing Guide may be subject to licensing agreements with iconectiv.

### 7.3.3

The following criteria shall be used by the NANPA in reviewing an Initial Non-pooled CO Code application from a SP:

- a) Applications for Non-pooled CO Codes shall not be made more than 6 months prior to the requested Effective Date. Any subsequent modifications to the Effective Date shall not extend the Effective Date to more than six months beyond the original application date;
- b) The Applicant shall be licensed or certified to operate in the Rate Center, if required, and shall demonstrate that all applicable regulatory approvals required to provide the service for which the Non-pooled CO Code is required have been obtained;<sup>182</sup>
- c) The Applicant shall be able to provide documented proof that they are or will be capable of providing service within 60 calendar days of the Numbering Resource activation date for Initial Central Office (CO) Codes (NPA-NXX). Self-certification shall not be acceptable.<sup>183</sup>
- d) The Applicant shall demonstrate a need to open a new Non-pooled CO Code(s);<sup>184</sup>
- e) One Non-pooled CO Code may be requested on a Part 1 Central Office Code (NPA-NXX) Application when applying for resources in the North American Numbering Plan (NANP) Administration System (NAS). The Part 1 is structured per switch, per rate center;
- f) The SP may refuse the assignment of a Non-pooled CO Code when it does not meet their Technical Limitations and/or Administrative Constraints;
- g) Non-pooled CO Codes shall not be Allocated to satisfy requests for vanity Telephone Numbers (TN);
- h) The Applicant has provided the required semi-annual FCC Form 502, North American Numbering Plan Numbering Resource Utilization/Forecast (NRUF) Report to the NANPA in order to be Assigned a Non-pooled CO Code (see Section 5.5).<sup>185</sup>

### 7.3.4

For Growth Non-pooled CO Code applications, the following applicable criteria shall be used by the NANPA in reviewing a Non-pooled CO Code application from a SP:

- a) The Applicants shall demonstrate that existing Numbering Resources for the Rate Center shall exhaust within 6 months. In the Months to Exhaust (MTE) calculation of the Appendix 1 Central Office Code Months to Exhaust Certification Worksheet – TN Level, SPs shall include every Numbering Resource in the Rate Center, regardless of Numbering Plan Area (NPA). An exception occurs in cases where a Rate Center is

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<sup>182</sup> 47 CFR § 52.15 (g) (2) and 47 CFR § 52.15 (g) (3).

<sup>183</sup> 47 CFR § 52.15 (g) (2) and 47 CFR § 52.15 (g) (3).

<sup>184</sup> 47 CFR § 52.15 (g) (4).

<sup>185</sup> 47 CFR § 52.15 (f) (6) (i).

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split among multiple NPAs due to a regulatory order by a state commission.<sup>186</sup> Should that occur, the MTE calculation shall be based on only those Numbering Resources in the Rate Center and particular NPA for which Growth Numbering Resources are being requested.<sup>187</sup>

- b) All Applicants for Growth Numbering Resources shall achieve a 75% Utilization Threshold for the Rate Center in which they are requesting Growth Numbering Resources.<sup>188</sup>
- c) When the Applicant requests a specific Non-pooled CO Code, the NANPA should assign the requested CO Code(s). When the Applicant does not request a specific Non-pooled CO Code, the NANPA should select the CO Code for assignment.
- d) The quantitative information required to meet the Utilization Threshold and MTE for a Growth Non-pooled CO Code is on the Appendix 1. The Applicant should retain a copy in the event of an Audit or regulatory initiative. The SP shall supply additional supporting information to the NANPA including:
  - 1) TNs Available for Assignment,
  - 2) Incremental Growth history of new TNs for the past 6 months,
  - 3) Projected incremental demand for new TNs in the next 12 months; and
  - 4) Utilization Threshold
- e) An Interconnected VoIP SP shall also provide the 30-day State Notification as well as a date stamped filing or email receipt showing the 30-day notice was sent to the state (See Section 5.6.3).

### 7.3.5

The following assignment criteria shall be used by NANPA when reviewing a Non-pooled CO Code application from a SP.

- a) Among the FCC's "Red Light Rules" is the mandate that any organization delinquent in debts owed to the FCC is barred from receiving Numbering Resources from the NANPA and the Pooling Administrator (PA) until the delinquency has been resolved.<sup>189</sup> If the Applicant's FCC Registration Number (FRN), associated with its Operating Company Number(s) (OCN), is appearing in the FCC's Red Light Display System (<http://www.fcc.gov/redlight>) at the time the NANPA or the PA is processing the application, the application shall be denied.
- b) The Applicant shall certify a need for North American Numbering Plan (NANP) numbers, e.g., provision of wireline, wireless, or interconnected VoIP service in the Public Switched Telephone Network (PSTN), and that a need exists for a Non-pooled CO Code assignment to a Switching Entity/Point of Interconnection (POI).
- c) All applications for Numbering Resources shall include the company name, company headquarters address, OCN, Parent Company OCN, Rate Center, switch, and the primary type of business in which the Numbering Resources shall be used.<sup>190</sup>
- d) Inaccurate Non-pooled CO Code applications shall delay the start of the Non-pooled CO Code assignment process. An OCN, which uniquely identifies the Applicant, shall be provided. The OCN cannot be shared with another SP. In addition, the Applicant's Parent Company OCN shall be provided and shall be of a type permitted Numbering Resource assignments.<sup>191</sup> The Applicant can get OCN information by calling National Exchange Carrier Association (NECA) (see the Part 1, Section 1.2). The information provided on Part 1

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<sup>186</sup> For example, certain Rate Centers in AZ, CA, MN, OH, NY and WA. More information can be found on the North American Numbering Plan Administrator's (NANPA) website at [www.nationalnanpa.com](http://www.nationalnanpa.com).

<sup>187</sup> 47 CFR § 52.15 (g) (4).

<sup>188</sup> 47 CFR § 52.15 (h).

<sup>189</sup> See FCC Order 04-72 released April 13, 2004 and FCC Public Notice DA 12-1192 released July 25, 2012.

<sup>190</sup> 47 CFR § 52.15 (g) (1).

<sup>191</sup> 47 CFR § 52.15 (g) (1).

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shall be the official information. Any changes to this information shall be submitted to the NANPA as described in Sections 9.2 or 10.2.

- e) All applications for Numbering Resources shall be made 6 months or less before the requested Effective Date. Any subsequent modifications to the Effective Date shall not extend the Effective Date to more than six months beyond the original application date.

### 7.3.6 Unassignable CO Codes

The following CO Codes are duplicated in new NPAs during NPA relief.

The N11 CO Codes are not to be Assigned by NANPA to any SP as CO Codes.<sup>192</sup>

The designated or common uses of these CO Codes are as follows:

- a) 211 – Community Information and Referral Services
- b) 311 – Non-Emergency Police and Other Governmental Services
- c) 411 – Local Directory Assistance
- d) 511 – Travel Information Services
- e) 611 – Repair Service
- f) 711 – Telecommunications Relay Service (TRS)
- g) 811 – Pipeline and Utility Safety
- h) 911 – Emergency

### 7.3.7 Unassignable, Special Use CO Codes

The following CO Codes are duplicated in new NPAs during NPA relief.

- a) The 555 code is not to be Assigned by NANPA as a CO Code because the 555-1212 line number is used for Directory Assistance purposes, and the 555-0100 through 0199 line numbers are reserved for entertainment/advertising purposes.
- b) The 700 code is not to be Assigned by NANPA as a CO Code<sup>193</sup> because it is used by customers to verify their intraLATA PIC, and by SPs in troubleshooting intraLATA PIC selection. In 1996, line number 700-4141 was established in each NPA as access for verification of a customer's intraLATA SP. This is consistent with FCC rules for SP selection.<sup>194</sup>
- c) The 950 code is not to be Assigned by NANPA as a CO Code because it is used by the entire industry to access Feature Group B Carrier Identification Codes (CIC) and has special Automatic Message Accounting (AMA) triggers. The 950 code plus the CIC constitute a Carrier Access Code (CAC): 950-XXXX.
- d) The 958 and 959 codes are not to be Assigned by NANPA as CO Codes because they are used by the entire industry, in every central office, as standard test codes.

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<sup>192</sup> The Industry Numbering Committee (INC) supports industry use of non-dialable, 10-digit numbers in the format NPA-211-XXXX and NPA-511-XXXX for use as Pseudo-Automatic Number Identification (p-ANI) numbers. Any other use of these numbers would potentially cause conflicts in properly routing calls to emergency services systems.

<sup>193</sup> Existing 700 code assignments made within the U.S. are grandfathered for the purpose for which the CO Codes originally were Assigned. Any 700 codes returned to the NANPA shall be made unavailable for assignment.

<sup>194</sup> See Section 258 of the Telecommunications Act of 1996 and FCC Order 98-334.

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- e) The 988 code is not to be Assigned by NANPA as a CO Code<sup>195</sup> because the FCC designated 988 as the three-digit abbreviated dialing code to reach the national suicide prevention and mental health crisis lifeline<sup>196</sup> in the United States and its territories.
- f) In a single NPA environment, the NPA code should not be Assigned as a CO Code but should be kept as an unassignable CO Code by NANPA to avoid unnecessary CO Code conflict in some central office switches during the 7-digit and 10-digit permissive dialing periods of NPA Code Relief. The resulting conflict causes the need for time-delay translations impacting customer service. This restriction does not apply in an existing overlay NPA and is lifted when an overlay is implemented.

### 7.3.8 Assignable, Special Use CO Codes

- a) The 976 CO Code shall only be used for Information Delivery Services, is not associated with a Rate Center, and is duplicated in new NPAs during NPA relief. Any of these CO Codes that have specific hosting company information may require additional documentation (Part 1) prior to being added to the routing and rating database. The 976 CO Codes shall not be marked as portable and shall not be pooled as the CO Codes' numbers are not Assigned to end-user customers.

### 7.3.9 NPA-NXX Exchange

In cases where an Assigned CO Code cannot be used by the Assignee and if the Assignee completes the following steps, the CO Code may be exchanged for a different CO Code in the same Rate Center. The Assignee shall request the exchange, by contacting NANPA, prior to the original Effective Date of the new CO Code. In the case of a Pooled Central Office (CO) Code (NPA-NXX), the Assignee shall contact both the PA and NANPA prior to the original Effective Date of the new CO Code.

- a) If the NXD record in BIRRDS has already been built, the Assignee shall have the NXD record zapped by TRA before NANPA can zap the ACD.

Once the above steps are completed, NANPA shall assign a new CO Code and shall issue a corrected Part 3 Central Office Code Administrator's Response/Confirmation. Depending on when the requested exchange was made, it is possible that the Effective Date may need to be changed in order to meet the industry standard interval. If the original request was not an expedited request, the request to exchange shall not be expedited unless the appropriate documentation is provided.

The Assignee also should ensure that Number Portability Administration Center (NPAC) changes are completed not only for the exchanged CO Code but the new CO Code as well.

## 8 Responsibilities & Actions After Receiving Numbering Resources

Service Providers (SP) have many responsibilities. These responsibilities vary depending on whether the SP is acting as a Thousands-Block Holder, a CO Code Holder of a Pooled Central Office (CO) Code (NPA-NXX), or a CO Code Holder of a Non-pooled Central Office (CO) Code (NPA-NXX).

### 8.1 Thousands-Blocks (NPA-NXX-X)

#### 8.1.1

A Thousands-Block Holder (or selected designee) shall:

- a) within five (5) calendar days of the issuance of the Part 3A Pooling Administrator's Response/Confirmation, enter the Thousands-Block routing and rating information into BIRRDS;

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<sup>195</sup> Existing 988 code assignments made within the U.S. are grandfathered for the purpose for which the CO Codes originally were Assigned. Any 988 codes returned to the NANPA shall be made unavailable for assignment.

<sup>196</sup> See FCC Order 20-100, adopted July 16, 2020.

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- b) notify the Pooling Administrator (PA) via Part 1A Thousands-Block (NPA-NXX-X) Application of any changes [e.g., Switching Entity/Point of Interconnection (POI)] made to Thousands-Blocks retained or Assigned;
- c) make required updates to BIRRDs with the Switching Entity/POI information as appropriate (i.e., ongoing Switching Entity/POI changes) after creation of the BCR for Assigned Thousands-Blocks within Pooled Central Office (CO) Codes (NPA-NXX) (see Section 8.2);
- d) arrange for the entry of any information to the Line Information Data Base (LIDB), or other Service Provider (SP)-specific databases due to receipt of a new Thousands-Block;
- e) protect the Thousands-Block from further SP number assignment on or before the Thousands-Block Protection and Donation/Disconnect Identification Date or at the time of Donation/return on subsequent Donations/Thousands-Block returns, to prevent double-assignment of Telephone Numbers (TN);
- f) ensure the Thousands-Block identified for Donation/return does not contain more than 100 Unavailable TNs. This includes the donating/returning SP's Unavailable TNs and all other ported TNs identified in Number Portability Administration Center (NPAC) to other SPs.
- g) ensure that a test line number or Location Routing Number (LRN) is within a Thousands-Block that is Assigned or retained;
- h) disconnect the test line number from the donated/returned Thousands-Block;
- i) migrate any ported numbers or pooled Thousands-Blocks utilizing an LRN within a Thousands-Block to be donated/returned to another LRN within a Thousands-Block retained by or Assigned to the SP, and delete the LRN in the NPAC and the LERG Routing Guide before donating/returning a Thousands-Block;
- j) remove records from the LIDB, or other SP-specific databases, for Thousands-Blocks donated/returned to the Industry Inventory Pool upon relinquishment of the Thousands-Block (SPs that do not currently subscribe to LIDB need not add interfaces to, or arrange for access to, such databases);
- k) abide by the Thousands-Block Allocation and Reclamation procedures outlined in Sections 7.0 and 11.0;
- l) provide the required semi-annual FCC Form 502, North American Numbering Plan Numbering Resource Utilization/Forecast (NRUF) Report to the North American Numbering Plan Administrator (NANPA) and the Appendix 4 Thousands-Block Forecast Report to the PA for projecting Rate Center exhaust and for input to the Numbering Plan Area (NPA) Code Relief planning process (See Section 4.9 and 4.10);<sup>197</sup>
- m) notify the PA of any changes to the Operating Company Number (OCN) as soon as the changes occur. It is the responsibility of each Thousands-Block Holder to update and maintain its Thousands-Block records in BIRRDs with accurate OCN information;
- n) maintain sufficient and auditable data to demonstrate compliance with these guidelines;
- o) verify in the NPAC which TNs are Assigned in any contaminated Thousands-Block received from the PA to avoid duplicate TN assignments. The preferred method of contaminated TN verification relies on NPAC, but use of one's own LSMS (Local Service Management System) is also acceptable;
- p) complete and return the Part 4A Confirmation of Thousands-Block in Service to the PA;
- q) concerning NRUF Form 502, for Intermediate Numbers controlled by non-SPs (such as retailers, or unified messaging SPs), the SP that provides Intermediate Numbers to such entities shall report utilization and forecast data to the NANPA for these numbers;<sup>198</sup>
- r) concerning sequential number assignment, please refer to the "Guidelines for the Administration of Telephone Numbers" (ATIS-0300070);

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<sup>197</sup> 47 CFR § 52.15 (f) (4)

<sup>198</sup> FCC 00-104, ¶40

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- s) submit the Appendix 2 Thousands-Block Months to Exhaust Certification Worksheet – TN level when requesting Growth Thousands-Blocks. Using the data from the Total Numbering Resources report<sup>199</sup>, PAS shall automatically populate on the Appendix 2 the list of all Codes NPA(s)-NXXs and Blocks NPA(s)-NXX-X(s) allocated to the OCN, as well as the quantity in item C. Total Numbering Resources.<sup>200</sup> When an exception exists, a block Applicant shall adjust the auto-populated list of all Codes NPA(s)-NXXs and Blocks NPA(s)-NXX-X(s) allocated to the OCN, the quantity in item A. Available Numbers, and the auto-populated quantity in item C. Total Numbering Resources on the Appendix 2 and provide an explanation of the adjustments in the Explanation field (e.g., increased the quantity of available numbers and total numbering resources, and the list of total numbering resources due to pending applications in the same rate center, or for documentation purposes for safety valve waivers). On the Appendix 2, when a block disconnect request is pending in the same rate center, SPs shall not remove the resources from the list of all Codes NPA(s)-NXXs and Blocks NPA(s)-NXX-X(s) allocated to the OCN, or adjust the quantity in item A. Available Numbers or in item C. Total Numbering Resources. The PA shall deny an application when the quantity in item A. Available Numbers and the quantity in item C. Total Number Resources on the Appendix 2 does not include all assigned, retained and pending resources, and the SP does not provide an explanation of the adjustment;
- t) All SPs shall maintain no more than a six-month Inventory of TNs in each Rate Center or service area in which it provides telecommunications service.<sup>201</sup> At a minimum, SPs shall review their Service Provider Inventories at the Rate Center level for possible Thousands-Block Donations/returns semi-annually. SPs shall Donate/return Thousands-Blocks that are 10% or less contaminated unless SPs can demonstrate that: 1) the Thousands-Block is required to meet the SPs six-month projected forecast; 2) there are Technical Reasons which justify retaining Thousands-Blocks such as TNs that are Assigned to non-portable services; or 3) the Thousands-Block is an Initial Thousands-Block or “footprint” Thousands-Block.<sup>202</sup>

### 8.1.2

The Administrative Operating Company Number (AOCN) is responsible for entering in BIRRDS its specified routing and rating information for the Thousands-Block on the NXX-X record (NXD) within five (5) calendar days of the issuance of the Part 3A.

If the AOCN does not enter the information in sufficient time to allow for a 19-day notification interval prior to the Thousands-Block Effective Date, the Effective Date shall be automatically changed in the appropriate TRA databases to ensure a minimum 19-day notification interval. If the NXD is not created, the Thousands-Block assignment with its routing and rating information is not published in the LERG Routing Guide or the TPM Data Source. While calls to these Thousands-Blocks shall route based on the NPAC data, the Thousands-Block data not being published in the industry databases can have impacts on both the SP with the Thousands-Block assignment and on interconnecting companies. Some of those impacts include:

- a) Companies with automated provisioning systems receive discrepancy reports due to the record not being in the LERG Routing Guide.
- b) Since some SPs' trouble ticket and maintenance systems use the LERG Routing Guide to identify the Thousands-Block Holder, trouble shooting for call routing to that Thousands-Block may be impeded.
- c) Network planning and engineering may be impeded since the LERG Routing Guide is used by some SPs in this capacity.

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<sup>199</sup> A block Applicant may view the list and quantity of total numbering resources allocated to its OCN in a particular rate center from the Total Numbering Resources report available in PAS; authorized state commission staff also may view the Total Numbering Resources report in PAS by OCN and rate center for a particular SP within their state.

<sup>200</sup> Grandfathered codes and/or blocks that have not been disconnected/donated and are still in the SP's inventory shall be automatically populated in the list and count of Total Numbering Resources.

<sup>201</sup> 47 CFR § 52.15 (g) (4) (iii)

<sup>202</sup> See 47 CFR § 52.20 (c) and Section 17 of these guidelines.

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- d) Carrier Access Billing Systems (CABS) may determine the company to be billed from the OCN of the NXX-X in the LERG Routing Guide/TPM Data Source, the call may not be able to be billed automatically, causing manual work and/or loss of revenue.
- e) It may be a requirement of an interconnection agreement that data be published in the LERG Routing Guide/TPM Data Source.
- f) Since the shared cost calculation for some industry databases is partially determined by the number of Thousands-Block records, not entering the data may impact distribution of those costs across the industry.
- g) Not entering the data in BIRRDs leads to most of the discrepancies between LERG Routing Guide and the Pooling Administration System (PAS)/ North American Numbering Plan (NANP) Administration System (NAS) that are noted in the FCC number utilization reports.

### 8.1.3

A SP may exchange an Assigned Thousands-Block with the PA prior to the Effective Date of the Assigned Thousands-Block when the desired Thousands-Block and the Assigned Thousands-Block are in the same Rate Center, number assignments have not been made from the Thousands-Block originally Assigned, and the desired Thousands-Block is Available for Assignment. The PA shall assign a new Effective Date to the desired Thousands-Block which shall be placed into service within six months of the original Effective Date provided on the Part 3A of the originally-Assigned Thousands-Block.

### 8.1.4

PAS shall accept a Part 4A for a Thousands-Block Assigned to a Thousands-Block Holder that is not the CO Code Holder of a Pooled CO Code on or after the LERG Routing Guide Effective Date of the Thousands-Block. However, the PA shall not change the status of any remaining Thousands-Blocks in PAS to 'Available for Assignment' until the PA receives confirmation via PAS from the CO Code Holder of the Pooled CO Code that the Central Office (CO) Code (NPA-NXX) has been activated in the Public Switched Telephone Network (PSTN), loaded in the NPAC, and all other CO Code Holder responsibilities of a Pooled CO Code have been fulfilled.

### 8.1.5

A Thousands-Block Assigned to a SP should be placed In Service by the applicable Activation Deadline that is six months after the original Effective Date returned on the Part 3A and entered on the BCD/BCR screen in BIRRDs. Confirmation that the Thousands-Block has been placed In Service is mandatory. If the PA does not receive the Part 4A, the PA shall start the Reclamation process within 60 calendar days of the expiration of the applicable Activation Deadline by referring instances of unactivated Thousands-Blocks to the relevant state commission (see Section 11.1).<sup>203</sup> If the SP identifies that it will not meet the Activation Deadline, due to circumstances beyond its control, the SP may request an extension from the state commission.

### 8.1.6

SPs may not trade Thousands-Blocks between themselves.

### 8.1.7

SPs shall:

- a) donate<sup>204</sup> Thousands-Blocks to the Industry Inventory Pool via the Thousands-Block disconnect process, in accordance with these guidelines and any regulatory directives;

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<sup>203</sup> 47 CFR § 52.15 (i) (6).

<sup>204</sup> A Service Provider (SP) can avoid the Disconnect/Donation of Thousands-Blocks (NPA-NXX-X) containing Administrative Numbers, e.g., Temporary Local Directory Numbers (TLDN), Mobile Station Roaming Numbers (MSRN), by consolidating these

- b) shall establish internal policies and practices that provide for the efficient use and assignment of TNs to end users. These policies and practices shall balance product specifications, market strategies and customer needs with Conservation principles to ensure best practices in TN utilization;
- c) shall use Available Numbers from a contaminated Thousands-Block before assigning TNs from an uncontaminated Thousands-Block, unless the Available Numbers in the opened Thousands-Block are not sufficient to meet a specific customer request.<sup>205</sup> This requirement shall apply to a SP's existing Numbering Resources as well as any new Numbering Resources it obtains in the future.<sup>206</sup> The exceptions to the sequential numbering requirement are intended to address a customer's specific need for TNs that cannot be filled from the SP's opened Thousands-Blocks, rather than requests for specific individual numbers (such as vanity numbers);
- d) shall minimize the use of TNs within Thousands-Blocks for purposes other than subscriber assignments (e.g., Administrative Numbers)

### **8.1.8 Ongoing Administration of Allocated Thousands-Blocks and Notification of LERG Routing Guide Changes**

The information associated with a Thousands-Block assignment or Thousands-Block(s) being retained may change over time. The PA shall be notified of an OCN, Switching Entity/POI or Block Effective Date change for Thousands-Blocks which have already been Assigned. The requested changes should be submitted via the Part 1A Thousands-Block (NPA-NXX-X) Application, and when necessary, the Part 1B NPAC Thousands-Block Data. For data integrity reasons, the PA shall be informed of these types of changes to ensure that the record of the SP responsible for the Thousands-Block and the data associated with the Thousands-Block is accurate. In the case of an intra-company OCN change request, the Thousands-Block Applicant shall indicate in the "Remarks" field of the Part 1A if that change is due to merger/acquisition, OCN change within company, or other. If the intra-company OCN change is for any reason other than merger/acquisition, the Applicant shall also certify in the "Remarks" field of the Part 1A that there are Assigned Numbers in the Thousands-Block. The PA shall deny the change request if the Applicant does not provide the Certification.

## **8.2 Pooled Central Office (CO) Codes (NPA-NXX)**

### **8.2.1**

Pooled CO Code assignments are made subject to the conditions listed in Section 5.3 and 5.4. CO Code Holders shall verify and test that a new Pooled CO Code is activated<sup>207</sup> in the Public Switched Telephone Network (PSTN) starting five calendar days prior to the Central Office (CO) Code's (NPA-NXX) LERG Routing Guide Effective Date. Further, CO Code Holders shall verify that the CO Code has been added to the Number Portability Administration Center (NPAC) within ten calendar days of assignment by the North American Numbering Plan Administrator (NANPA).

### **8.2.2**

A Pooled CO Code Assigned either directly by NANPA or through transfer from another CO Code Holder should be placed In Service<sup>208</sup> by the applicable Activation Deadline, that is, six months after the original Effective Date returned on the Part 3 Central Office Code Administrator's Response/Confirmation and entered on the ACD screen in BIRRDS. Confirmation that CO Codes have been placed In Service is mandatory (see Part 4 Confirmation of CO

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numbers within Thousands-Blocks it intends to retain in compliance with FCC rules. The porting of TLDNs/MSRNs can cause call delivery to roaming subscribers to fail.

<sup>205</sup> 47 CFR § 52.15 (j) (1).

<sup>206</sup> 47 CFR § 52.15 (j) (1).

<sup>207</sup> See Glossary term for "Active CO Code". An activated CO Code may or may not yet be placed In Service (See Glossary term "In Service").

<sup>208</sup> See definition of "In Service" in the Glossary.

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Code In Service and Part 4 PA Confirmation of Pooled CO Code In Service). If the CO Code Holder no longer has a need for the CO Code, the CO Code should be returned to the NANPA for Reassignment.

### 8.2.3

State commissions may investigate and determine whether Service Providers (SP) have activated their Numbering Resources and may request proof from all SPs that Numbering Resources have been activated and assignment of Telephone Numbers (TN) has commenced<sup>209</sup> (see Section 11.1).

### 8.2.4

The CO Code Holder of a Pooled CO Code is responsible for default routing functions associated with the Pooled CO Code regardless of how many Thousands-Blocks (NPA-NXX-X) are retained by, or Assigned to, the CO Code Holder. The CO Code Holder of a Pooled CO Code shall:

- a) submit the appropriate CO Code request forms to the Pooling Administrator (PA) filled out as if the CO Code Holder was requesting the CO Code from the NANPA, with the appropriate information populated (e.g., Tandem Homing CLLI, Switching Entity/Point of Interconnection (POI), etc.);
- b) ensure Administrative Operating Company Number (AOCN) input of Pooled CO Code Part 2 data entry into BIRRDS, specifying the routing and rating information for the Pooled CO Code assignment, within 7 calendar days of the issuance of the Part 3;
- c) load the Pooled CO Code into the NPAC database within 10 calendar days of the Pooled CO Code being Assigned by the NANPA;
- d) submit a Part 1A Thousands-Block (NPA-NXX-X) Application modification to the PA after Thousands-Blocks are Assigned if the Part 1B NPAC Thousands-Block Data needs updating because the CO Code Holder is retaining multiple Thousands-Blocks and the routing information for one or more of those Thousands-Blocks is different than the Pooled CO Code routing information. The PA forwards the Part 1B to the NPAC after processing the modification;
- e) validate that all translations work is complete five calendar days prior to the Pooled CO Code's LERG Routing Guide Effective Date;<sup>210</sup>
- f) verify and test that the Pooled CO Code is activated in the Public Switch Telephone Network (PSTN) by performing successful call-through tests<sup>211</sup> starting five calendar days prior to the Pooled CO Code's LERG Routing Guide Effective Date;<sup>212</sup>
- g) provide Vacant Code Announcement (VCA) or Reorder Announcement (ROA)<sup>213</sup> for TNs in un-Allocated Thousands-Blocks;
- h) maintain sufficient and auditable data to demonstrate compliance with these guidelines;
- i) notify the PA if the CO Code Holder is no longer able to perform the default functions of a Pooled CO Code (e.g., the SP is no longer providing service in the area served by that Pooled CO Code);
- j) prior to returning a Pooled CO Code, return all Thousands-Blocks Assigned or Retained in the Pooled CO Code;

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<sup>209</sup> 47 CFR § 52.15 (i) 2

<sup>210</sup> See ATIS-0300032, Next Generation Interconnection Interoperability Forum (NGIIF) Reference Document, Part X

<sup>211</sup> See ATIS-0300032, Next Generation Interconnection Interoperability Forum (NGIIF) Reference Document, Part X.

<sup>212</sup> See ATIS-0300010, *Next Generation Interconnection Interoperability Forum (NGIIF) Reference Document Part II, Installation and Maintenance Responsibilities for Switched Access Services Feature Groups*, Section 3, NXX or NXX-X Code Openings.

<sup>213</sup> See "Thousands-Block Number Pooling Using Number Portability," and ATIS-0300011, Next Generation Interconnection Interoperability Forum (NGIIF) Reference Document Part III – Installation and Maintenance Responsibilities for SS7 Links and ATIS-0300019, Next Generation Interconnection Interoperability Forum (NGIIF) Reference Document Part III Trunks Attachment H – SS7 Cause Codes and Tones and Announcements, at [www.atis.org/documents](http://www.atis.org/documents). Note that there may be a fee associated with the acquisition of either document.

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- k) ensure the following occur a minimum of five business days prior to the LERG Routing Guide Effective Date to enable all Thousands-Blocks in the Pooled CO Code to be viable for other SPs:
  - 1) Assigned Pooled CO Code(s) is currently available for call routing, is flagged as Local Number Portability (LNP) capable in the LERG Routing Guide and the NPAC, and the NPA-NXX query triggers are applied in all switches and reflected in the appropriate network databases (e.g., STP routing tables);
  - 2) the Pooled CO Code's Assigned Switching Entity/POI is currently LNP-capable and shall process terminating traffic appropriately; and
  - 3) interconnection facilities have been established between the Pooled CO Code Assigned Switching Entity/POI and other interconnecting networks
- l) Ensure the Pooled CO Code is opened under the old Numbering Plan Area (NPA) before or during permissive dialing<sup>214</sup> for a geographic split in the NPAC, if the Pooled CO Code shall move to the new NPA at the end of permissive dialing;
- m) confirm via the Pooling Administration System (PAS) within five business days of the PA's inquiry, indicating the status of the newly Assigned Pooled CO Code<sup>215</sup> (i.e., whether the Pooled CO Code has been activated in the PSTN, loaded in the NPAC, and all other responsibilities of a CO Code Holder of a Pooled CO Code have been fulfilled);
- n) if unable to activate its newly Assigned Pooled CO Code in the PSTN, load the Pooled CO Code in the NPAC and fulfill all other CO Code Holder responsibilities of a Pooled CO Code by the Pooled CO Code's Part 3 Effective Date, notify the PA via PAS of the date that the CO Code Holder shall fulfill those responsibilities so that the PA can update the availability of the associated Thousands-Blocks in PAS and notify any SPs with Assigned Thousands-Blocks from the Pooled CO Code. The CO Code Holder shall still provide confirmation to the PA via PAS when the CO Code Holder activates the Assigned Pooled CO Code in the PSTN, loads the Pooled CO Code in the NPAC and fulfills all other CO Code Holder responsibilities of a Pooled CO Code; and
- o) be responsible for providing to the PA the Part 4 that confirms a full CO Code that was obtained to meet a SP's single customer request has been placed In Service.<sup>216</sup>

### 8.2.5

CO Code Holders of Pooled CO Codes cannot abdicate their responsibilities unless they can demonstrate to the PA that a Technical Limitation or other inability to perform this function exists, or the CO Code Holder meets one of the exceptions in Section 11.2.11.2 or is in alignment with the procedures in Section 11.2.12.3. In this case, the CO Code Holder and the PA shall follow the criteria in Section 11.2.11.2.

### 8.2.6 Tasks of a Pooled CO Code Holder

- a) On the original Part 3 Effective Date, PAS shall automatically generate an e-mail to the CO Code Holder of the Pooled CO Code asking that the CO Code Holder of the Pooled CO Code verify that the Pooled CO Code has been activated in the PSTN. This means the CO Code Holder of the Pooled CO Code confirms that facilities and translations are in place and a call through test<sup>217</sup> was successfully performed.

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<sup>214</sup> Opening the Central Office (CO) Code (NPA-NXX) in the old Numbering Plan Area (NPA) during permissive dialing ensures CO Code's inclusion in the Number Portability Administration Center's (NPAC) automated processes to update the CO Code to the new NPA at the end of permissive dialing (See ATIS-0300061, NPA Code Relief Planning & Notification Guidelines, Section 12 for additional information).

<sup>215</sup> A Service Provider (SP) shall not submit the Public Switched Telephone Network (PSTN) Activation confirmation more than five calendar days prior to the BIRRD/LEAG Effective Date.

<sup>216</sup> See definition of "In Service" in Glossary.

<sup>217</sup> See ATIS-0300032, Next Generation Interconnection Interoperability Forum (NGIIF) Reference Document, Part X.

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- b) Within five business days of receiving the PA's email, the CO Code Holder of a Pooled CO Code shall indicate the status of the Pooled CO Code via PAS. A SP shall not submit the PSTN Activation confirmation more than five calendar days prior to the BIRRD/LENG Routing Guide Effective Date.
- c) If the CO Code Holder of the Pooled CO Code confirms via PAS the Pooled CO Code has been activated in the PSTN, loaded in the NPAC, and all other CO Code Holder responsibilities of a Pooled CO Code have been fulfilled, the PA shall, within two business days, change the status of the Thousands-Blocks in PAS to 'Available for Assignment' to any SP.
- d) If the CO Code Holder of the Pooled CO Code fails to respond or advises the PA via PAS that the Pooled CO Code has not been activated in the PSTN, the status of the Thousands-Blocks in PAS remains unchanged. PAS shall continue to generate an e-mail message to the CO Code Holder requesting status of the Pooled CO Code. This e-mail shall be sent every tenth calendar day until the CO Code Holder responds to the PA via PAS with a confirmation that the Pooled CO Code has been activated in the PSTN, loaded in the NPAC, and all other CO Code Holder responsibilities of a Pooled CO Code have been fulfilled or until the Pooled CO Code is reclaimed by the NANPA.
- e) If a CO Code Holder of a Pooled CO Code is unable to activate the Pooled CO Code in the PSTN, load the Pooled CO Code in the NPAC, and fulfill all other CO Code Holder responsibilities of a Pooled CO Code by the CO Code's Part 3 Effective Date, the CO Code Holder of the Pooled CO Code shall advise the PA via PAS of the date it shall fulfill those responsibilities so that the PA can update the availability of the associated Thousands-Blocks in PAS and notify any SPs with Assigned Thousands-Blocks from the Pooled CO Code. The CO Code Holder of a Pooled CO Code still shall provide confirmation to the PA when it activates the Assigned Pooled CO Code in the PSTN, loads the Pooled CO Code in the NPAC and fulfills all other CO Code Holder responsibilities of a Pooled CO Code.<sup>218</sup>

### 8.2.7

PAS shall not accept a Part 4A Confirmation of Thousands-Block In Service for a Thousands-Block Assigned to the CO Code Holder from a Pooled CO Code for which the CO Code Holder has not confirmed to the PA that the Pooled CO Code has been activated in the PSTN, loaded in the NPAC, and all other CO Code Holder responsibilities of a Pooled CO Code have been fulfilled. Once the CO Code Holder of a Pooled CO Code confirms that the Pooled CO Code has been activated in the PSTN, loaded in the NPAC, and all other CO Code Holder responsibilities of a Pooled CO Code have been fulfilled, the PA shall, within two business days, change the status of the Pooled CO Code in PAS and then the CO Code Holder of the Pooled CO Code shall be able to successfully submit a Part 4A into PAS.<sup>219</sup>

### 8.2.8

PAS shall accept a Part 4A for a Thousands-Block Assigned to a Thousands-Block Holder that is not the CO Code Holder of a Pooled CO Code on or after the LENG Routing Guide Effective Date of the Thousands-Block. However, the PA shall not change the status of any remaining Thousands-Blocks in PAS to 'Available for Assignment' until the PA receives confirmation via PAS from the CO Code Holder of the Pooled CO Code that the Pooled CO Code has been activated in the PSTN, loaded in the NPAC, and all other CO Code Holder responsibilities of a Pooled CO Code have been fulfilled.<sup>220</sup>

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<sup>218</sup> See ATIS-0300010, *Next Generation Interconnection Interoperability Forum (NGIIF) Reference Document Part II, Installation and Maintenance Responsibilities for Switched Access Services Feature Groups*, Section 3, NXX or NXX-X Code Openings. To resolve routing issues, see also: < [https://www.atis.org/01\\_committ\\_forums/NGIIF/contact-directories/](https://www.atis.org/01_committ_forums/NGIIF/contact-directories/) >.

<sup>219</sup> See ATIS-0300010, *Next Generation Interconnection Interoperability Forum (NGIIF) Reference Document Part II, Installation and Maintenance Responsibilities for Switched Access Services Feature Groups*, Section 3, NXX or NXX-X Code Openings. To resolve routing issues, see also: < [https://www.atis.org/01\\_committ\\_forums/NGIIF/contact-directories/](https://www.atis.org/01_committ_forums/NGIIF/contact-directories/) >.

<sup>220</sup> See ATIS-0300010, *Next Generation Interconnection Interoperability Forum (NGIIF) Reference Document Part II, Installation and Maintenance Responsibilities for Switched Access Services Feature Groups*, Section 3, NXX or NXX-X Code Openings. To resolve routing issues, see also: < [https://www.atis.org/01\\_committ\\_forums/NGIIF/contact-directories/](https://www.atis.org/01_committ_forums/NGIIF/contact-directories/) >.

### 8.2.9

CO Code Holders of Pooled CO Codes shall fulfill their CO Code Holder responsibilities within the timeframes specified in these guidelines. Failure to do so has a direct negative impact on other SPs needing resources in the Rate Center.

### 8.2.10

When a CO Code Holder of a Pooled CO Code fails to add the Pooled CO Code to BIRRDS within 7 calendar days and the NPAC within 10 calendar days of the issuance of the Part 3, the following negative impacts may occur:

- a) The LERG Routing Guide Effective Date of the Pooled CO Code and Thousands-Block shall be automatically rescheduled in BIRRDS, thus delaying the use of any numbers within the Pooled CO Code and Thousands-Block.
- b) The 6-month timeframe to place the Pooled CO Code and Thousands-Block into service is cut short because the Part 4 is still due 6 months after the original LERG Routing Guide Effective Date on the Part 3.
- c) The Thousands-Block Holder cannot fulfill its responsibility to build its Assigned Thousands-Blocks in BIRRDS within 5 calendar days of the issuance of the Thousands-Block's Part 3A Pooling Administrator's Response/Confirmation.
- d) The NPAC personnel cannot create Assigned Thousands-Blocks in the NPAC within 7 calendar days of the issuance of the Part 3A or Part 1B NPAC Thousands-Block Data.
- e) A Thousands-Block Holder may be unable to add new customers in a Rate Center because it cannot use its Assigned Thousands-Blocks.
- f) Additional work for the PA, NANPA, NPAC, and Thousands-Block Holder in having to contact and remind the CO Code Holder of its responsibilities.
- g) Complaints filed against the CO Code Holder with the appropriate regulatory authority by a Thousands-Block Applicant/Holder.
- h) Safety valve waivers filed with the appropriate regulatory authority by Thousands-Block Applicants/Holders to open new Pooled CO Codes for pool replenishment.
- i) Accelerated NPA exhaust when new Pooled CO Codes are opened unnecessarily.

Other impacts of Thousands-Blocks not being added to BIRRDS may be found in Section 8.1.2.

### 8.2.11

A CO Code Holder of a Pooled CO Code shall establish a test line number for any new Pooled CO Code.<sup>221</sup> The CO Code Holder of a Pooled CO Code shall assign a test line number for a Pooled CO Code only from a Thousands-Block that is retained by, or Assigned to, the SP. A SP shall disconnect any test line number established within a Thousands-Block before returning or donating the Thousands-Block to the Industry Inventory Pool. If a test line number still is needed, a new test line number shall be re-Assigned from a number in a Thousands-Block that is retained by, or Assigned to, the SP.

### 8.2.12

Prior to donating or returning a Thousands-Block that contains a Location Routing Number (LRN) to the Industry Inventory Pool, the SP shall migrate any ported numbers or pooled Thousands-Blocks utilizing the LRN to another LRN within a Thousands-Block retained by or Assigned to the SP and delete the LRN in the NPAC and the iconectiv LERG Routing Guide.

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<sup>221</sup> ATIS-0300024, Next Generation Interconnection Interoperability Forum (NGIIF) Reference Document, Part V, Testline Guidelines.

**8.2.13**

SPs shall:

- a) donate<sup>222</sup> Thousands-Blocks to the Industry Inventory Pool via the Thousands-Block disconnect process, in accordance with these guidelines and any regulatory directives;
- b) establish internal policies and practices that provide for the efficient use and assignment of TNs to end users. These policies and practices shall balance product specifications, market strategies and customer needs with Conservation principles to ensure best practices in TN utilization;
- c) use Available Numbers from a contaminated Thousands-Block before assigning TNs from an uncontaminated Thousands-Block, unless the Available Numbers in the opened Thousands-Block are not sufficient to meet a specific customer request.<sup>223</sup>
- d) This requirement shall apply to a SP's existing Numbering Resources as well as any new Numbering Resources it obtains in the future.<sup>224</sup> The exceptions to the sequential numbering requirement are intended to address a customer's specific need for TNs that cannot be filled from the SP's opened Thousands-Blocks, rather than requests for specific individual numbers (such as vanity numbers);
- e) minimize the use of TNs within Thousands-Blocks for purposes other than subscriber assignments (e.g., Administrative Numbers)

**8.2.14 Information Required for Pooled CO Code Activation**

For electro-mechanical switches, perform technical analysis as necessary to determine the appropriate CO Code to request.

Before a Pooled CO Code can become active, all CO Code Holders are responsible for providing the information shown in Part 2 Central Office Code Routing and Rating Information (Forms 1-8) that includes routing and rating information for entry into BIRRDS. CO Code Applicants should be aware that a Revenue Accounting Office (RAO) code shall be necessary on Part 2 and are encouraged to obtain that information in a timely manner to prevent delays in activation (see TRA Part 2 Job Aid). In addition, any changes to the requested Effective Date and/or Operating Company Number (OCN) need to be provided to the NANPA as soon as the changes occur. (Note: The LERG™ Routing Guide contains local routing information obtained from BIRRDS and reflects the current network configuration and scheduled changes within the PSTN). This can be transmitted directly to TRA or via the CO Code Holder's AOCN.

Each switching center, each Rate Center and each POI may have unique Major V&H Coordinates.

**8.2.15**

An Applicant or CO Code Holder who has issued or is planning to issue credit or calling cards shall be responsible for entering CO Code information into the appropriate LIDB Access Support System (LASS).

**8.2.16**

An Applicant or CO Code Holder Assigned a Pooled CO Code through the PA for pool replenishment or LRN purposes shall load the Pooled CO Code into the NPAC database within 10 calendar days of the Pooled CO Code being Assigned by the NANPA.

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<sup>222</sup> A Service Provider (SP) can avoid the Disconnect/Donation of Thousands-Blocks containing Administrative Numbers, e.g., Telephone Local Directory Numbers (TLDN), Mobile Station Roaming Numbers (MSRN), by consolidating these numbers within Thousands-Blocks (NPA-NXX-X) it intends to retain in compliance with FCC rules. The porting of TLDNs/MSRNs can cause call delivery to roaming subscribers to fail.

<sup>223</sup> 47 CFR § 52.15 (j) (1).

<sup>224</sup> 47 CFR § 52.15 (j) (1).

### 8.2.17 Pooled CO Code Holder Responsibilities / Ongoing Administration

A Pooled CO Code Holder is an Assignee of a Pooled CO Code that was Allocated by the NANPA.<sup>225</sup> Pooled CO Code Holders Assigned a Pooled CO Code shall:

- a) ensure AOCN input of Part 2 data entries into BIRRDS within seven calendar days of the Pooled CO Code assignment;
- b) ensure that interconnection facilities have been established between the Pooled CO Code's Assigned Switching Entity/POI and other interconnecting networks;
- c) ensure the Pooled CO Code, is flagged as LNP-capable in the LERG Routing Guide and the NPAC at least five business days prior to the LERG Routing Guide Effective Date;
- d) ensure the Pooled CO Code, is opened under the old NPA before or during permissive dialing<sup>226</sup> for a geographic split in the NPAC, if the Pooled CO Code shall move to the new NPA at the end of permissive dialing;
- e) ensure that the Pooled CO Code is portable that the Pooled CO Code's Assigned Switching Entity/POI is LNP-capable and shall process terminating traffic appropriately;
- f) ensure that the Pooled CO Code is portable that code query triggers are applied in all their switches and reflected in the appropriate network databases (e.g., STP routing tables);
- g) validate that all translations work is complete five calendar days prior to the Pooled CO Code's LERG Routing Guide Effective Date;
- h) verify and test that the Pooled CO Code is activated in the PSTN by performing successful call-through tests<sup>227</sup> starting five calendar days prior to the Pooled CO Code's LERG Routing Guide Effective Date;<sup>228</sup>
- i) provide VCA or ROA<sup>229</sup> for vacant numbers within the Pooled CO Code; and
- j) maintain sufficient and auditable data to demonstrate compliance with these guidelines

### 8.2.18 Information Changes

The information associated with a Pooled CO Code assignment may change over time. Such changes may occur, for example, because of the transfer of a Pooled CO Code to a different SP. The NANPA shall be notified of any changes to the information in Part 1 Central Office Code (NPA-NXX) Application. This includes changes such as, but not limited to, the tandem homing arrangement, OCN, Switching Entity/POI and Rate Center. If the Applicant is requesting multiple changes, the Applicant should indicate all requested changes in Section 1.4 of the Part 1. In the case of an intra-company OCN change request for any reason other than merger/acquisition, the Applicant shall certify on Section 1.8 of the Part 1 that there are Assigned Numbers in the Pooled CO Code. NANPA or the PA shall deny the change request if the Applicant does not provide the Certification.

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<sup>225</sup> When a Central Office (CO) Code (NPA-NXX) becomes Pooled, there are additional CO Code Holder responsibilities. These additional responsibilities are documented in Section 8.2.

<sup>226</sup> Opening the Central Office (CO) Code (NPA-NXX) in the old Numbering Plan Area (NPA) during permissive dialing ensures the CO Code's inclusion in the Number Portability Administration Center's (NPAC) automated processes to update the CO Code to the new NPA at the end of permissive dialing (See ATIS-0300061, NPA Code Relief Planning & Notification Guidelines, Section 12 for additional information).

<sup>227</sup> See ATIS-0300032, Next Generation Interconnection Interoperability Forum (NGIIF) Reference Document, Part X.

<sup>228</sup> See ATIS-0300010, *Next Generation Interconnection Interoperability Forum (NGIIF) Reference Document Part II, Installation and Maintenance Responsibilities for Switched Access Services Feature Groups*, Section 3, NXX or NXX-X Code Openings. To resolve routing issues, see also: < [https://www.atis.org/01\\_committ\\_forums/NGIIF/contact-directories/](https://www.atis.org/01_committ_forums/NGIIF/contact-directories/) >.

<sup>229</sup> See ATIS-1000004, "Thousands-Block Number Pooling Using Number Portability"; ATIS-0300011, "Next Generation Interconnection Interoperability Forum (NGIIF) Reference Document Part III – Installation and Maintenance Responsibilities for SS7 Links"; and ATIS-0300019, "Trunks Attachment H – SS7 Cause Codes and Tones and Announcements", at [www.atis.org](http://www.atis.org). Note that there may be a fee associated with the acquisition of these documents.

In addition to the above direction, CO Code Holders of Pooled CO Codes also shall submit any modifications or disconnects on the Part 1 for Pooled CO Codes to the PA, by sending a Part 1 to the PA who shall forward it to NANPA. Modifications or disconnects on the Part 1 for Non-pooled Central Office (CO) Codes (NPA-NXX) in a pooling Rate Center shall be sent to NANPA, unless the PA received the original request for the Non-pooled CO Code.

## **8.3 Non-pooled Central Office (CO) Codes (NPA-NXX)**

### **8.3.1**

Non-pooled CO Code assignments are made subject to the conditions listed in Section 5.5 and 5.6. CO Code Holders shall verify and test that a new Non-pooled CO Code is activated<sup>230</sup> in the Public Switched Telephone Number (PSTN) starting five calendar days prior to the Non-pooled CO Code's LERG Routing Guide Effective Date. Further, if the new Non-pooled CO Code is portable, CO Code Holders shall verify that the Non-pooled CO Code has been added to the Number Portability Administration Center (NPAC) within ten calendar days of assignment by the North American Numbering Plan Administrator (NANPA).

### **8.3.2**

A Non-pooled CO Code Assigned either directly by NANPA or through transfer from another CO Code Holder should be placed In Service<sup>231</sup> by the applicable Activation Deadline, that is, six months after the original Effective Date returned on the Part 3 Central Office Code Administrator's Response/Confirmation and entered on the ACD screen in BIRRDs. Confirmation that Non-pooled CO Codes have been placed In Service is mandatory (see Part 4 Confirmation of CO Code in Service). If the Assignee no longer has a need for the Non-pooled CO Code, the Central Office (CO) Code (NPA-NXX) should be returned to the NANPA for Reassignment.

### **8.3.3**

State commissions may investigate and determine whether Service Providers (SP) have activated their Numbering Resources and may request proof from all SPs that Numbering Resources have been activated and assignment of Telephone Numbers (TN) has commenced<sup>232</sup> (see Section 11.3).

### **8.3.4**

A CO Code Holder is an Assignee of a CO Code which was Allocated by the NANPA and may be Pooled or Non-pooled. When a CO Code becomes Pooled, the CO Code Holder shall take on additional responsibilities as outlined in the sections of these guidelines referencing CO Code Holder Responsibilities of a Pooled Central Office (CO) Code (NPA-NXX).

The Non-pooled CO Code Holder shall:

- a) identify eligible Thousands-Blocks (NPA-NXX-X) for Donation to the Industry Inventory Pool upon initial establishment of the Industry Inventory Pool pursuant to Section 17;
- b) make required updates to BIRRDs with the Switching Entity/Point of Interconnection (POI) information as appropriate (i.e., ongoing Switching Entity/POI changes) after creation of the CO Code record (ACD), for their Assigned Non-pooled CO Codes;
- c) Changes or disconnects for Non-pooled CO Codes in a pooling Rate Center should be sent to NANPA, unless the Pooling Administrator (PA) received the original request for the Non-pooled CO Code.

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<sup>230</sup> See Glossary term for "Active CO Code". An activated code may or may not yet placed In Service (See Glossary term "In Service").

<sup>231</sup> See definition of "In Service" in the Glossary.

<sup>232</sup> 47 CFR § 52.15 (i) 2

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- d) If there are 50 or more Non-pooled CO Codes that need modifications on intra-company Operating Company Number (OCN) changes, Switching Entity/POI changes, or tandem modifications, a mass modification spreadsheet can be sent to NANPA. Contact NANPA for the most recent spreadsheet.
- e) confirm, prior to donating/returning any Thousands-Block to the Industry Inventory Pool, that:
  - 1) all Unavailable TNs (any numbers classified as Administrative, Aging, Assigned, Intermediate, or reserved) within contaminated Thousands-Blocks have been Intra-Service Provider (ISP) Ported;
  - 2) the Thousands-Block has been protected from further SP number assignment;
  - 3) the associated Non-pooled CO Code(s) is currently available for call routing, is flagged as Local Number Portability (LNP) capable in the LERG Routing Guide and the NPAC, and the NPA-NXX query triggers are applied in all switches and reflected in the appropriate network databases (e.g., STP routing tables);
  - 4) the Non-pooled CO Code's -Assigned Switching Entity/POI is currently LNP-capable and shall process terminating traffic appropriately; and
  - 5) interconnection facilities have been established between the Non-pooled CO Code's Assigned Switching Entity/POI and other interconnecting networks;
  - 6) the Thousands-Block identified for Donation/return does not contain a test line number. If a Thousands-Block being donated/returned contains a test line number, the CO Code Holder shall disconnect the test line number before donating/returning the Thousands-Block. The test line shall be re-Assigned to a number in a Thousands-Block retained by, or Assigned to, the CO Code Holder;
  - 7) the Thousands-Block identified for Donation/return does not contain a Location Routing Number (LRN). If a Thousands-Block being returned or donated/returned contains an LRN, the CO Code Holder shall migrate any ported numbers or pooled Thousands-Blocks utilizing the LRN to another LRN within a Thousands-Block retained by or Assigned to the CO Code Holder, and delete the LRN from the NPAC and the LERG Routing Guide before donating/returning the Thousands-Block. LRNs shall only be established in Thousands-Blocks retained by, or Assigned to, the CO Code Holder;
  - 8) the Thousands-Block identified for Donation/return does not contain more than 100 Unavailable TNs. This includes the donating/returning CO Code Holder's Unavailable TNs and all other ported TNs identified in NPAC to other SPs
- f) become a CO Code Holder of a Pooled CO Code at the Thousands-Block Disconnect Date (see Section 17) or the Effective Date of the return

### 8.3.5

Prior to donating or returning a Thousands-Block that contains an LRN to the pool, the SP shall migrate any ported numbers or pooled Thousands-Blocks utilizing the LRN to another LRN within a Thousands-Block retained by or Assigned to the SP and delete the LRN in the NPAC and the iconectiv LERG Routing Guide.

### 8.3.6

SPs shall:

- a) donate<sup>233</sup> Thousands-Blocks to the Industry Inventory Pool via the Thousands-Block disconnect process, in accordance with these guidelines and any regulatory directives;
- b) establish internal policies and practices that provide for the efficient use and assignment of TNs to end users. These policies and practices shall balance product specifications, market strategies and customer needs with Conservation principles to ensure best practices in TN utilization;

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<sup>233</sup> A Service Provider (SP) can avoid the Disconnect/Donation of Thousands-Blocks (NPA-NXX-X) containing Administrative Numbers, e.g., Temporary Local Directory Numbers (TLDN), Mobile Station Roaming Numbers (MSRN), by consolidating these numbers within Thousands-Blocks it intends to retain in compliance with FCC rules. The porting of TLDNs/MSRNs can cause call delivery to roaming subscribers to fail.

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- c) use Available Numbers from a contaminated CO Code before assigning TNs from an uncontaminated CO Code, unless the Available Numbers in the opened CO Code are not sufficient to meet a specific customer request.<sup>234</sup> This requirement shall apply to a SP's existing Numbering Resources as well as any new Numbering Resources it obtains in the future.<sup>235</sup> The exceptions to the sequential numbering requirement are intended to address a customer's specific need for TNs that cannot be filled from the SP's opened CO Codes, rather than requests for specific individual numbers (such as vanity numbers);
- d) minimize the use of TNs within CO Codes for purposes other than subscriber assignments (e.g., Administrative Numbers); and

### 8.3.7

Thousands-Blocks shall not be donated to a pool from any 976 CO Code because the 976 CO Codes can only be used for Information Delivery Services, are not associated with any Rate Center, and are not Assigned to end-user customers. These CO Codes are duplicated in new Numbering Plan Areas (NPA) during NPA relief.

### 8.3.8 Information Required for CO Code Activation

For electro-mechanical switches, perform technical analysis as necessary to determine the appropriate CO Code to request.

Before a Non-pooled CO Code can become active, all CO Code Holders are responsible for providing the information shown in Part 2 Central Office Code Routing and Rating Information (Forms 1-8) that includes routing and rating information for entry into BIRRDs. CO Code Applicants should be aware that a Revenue Accounting Office (RAO) code shall be necessary on Part 2 and are encouraged to obtain that information in a timely manner to prevent delays in activation (see TRA Part 2 Job Aid). In addition, any changes to the requested Effective Date and/or OCN need to be provided to the NANPA as soon as the changes occur. (Note: The LERG Routing Guide contains local routing information obtained from BIRRDs and reflects the current network configuration and scheduled changes within the PSTN). This can be transmitted directly to TRA or via the CO Code Holder's Administrative Operating Company Number (AOCN).

Each switching center, each Rate Center and each POI may have unique Major V&H Coordinates.

### 8.3.9

An Applicant or CO Code Holder who has issued or is planning to issue credit or calling cards shall be responsible for entering CO Code information into the appropriate LIDB Access Support System (LASS).

### 8.3.10 CO Code Holder Responsibilities / Ongoing Administration

A Non-pooled CO Code Holder is an Assignee of a Non-pooled CO Code that was Allocated by the NANPA.<sup>236</sup> CO Code Holders Assigned a Non-pooled CO Code shall

- a) ensure AOCN input of Part 2 data entries into BIRRDs within seven calendar days of the Non-pooled CO Code assignment;
- b) ensure that interconnection facilities have been established between the Non-pooled CO Code's Assigned Switching Entity/POI and other interconnecting networks;
- c) ensure the Non-pooled CO Code, if portable, is flagged as LNP-capable in the LERG Routing Guide and the NPAC at least five business days prior to the LERG Effective Date;

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<sup>234</sup> 47 CFR § 52.15 (j) (1).

<sup>235</sup> 47 CFR § 52.15 (j) (1).

<sup>236</sup> When a Central Office (CO) Code (NPA-NXX) becomes Pooled, there are additional CO Code Holder responsibilities. These additional responsibilities are documented in Section 8.2.

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- d) ensure the Non-pooled CO Code, if portable, is opened under the old NPA before or during permissive dialing<sup>237</sup> for a geographic split in the NPAC, if the CO Code shall move to the new NPA at the end of permissive dialing;
- e) ensure that if the Non-pooled CO Code is portable that the Non-pooled CO Code's Assigned Switching Entity/POI is LNP-capable and shall process terminating traffic appropriately;
- f) ensure that if the Non-pooled CO Code is portable that code query triggers are applied in all their switches and reflected in the appropriate network databases (e.g., STP routing tables);
- g) validate that all translations work is complete five calendar days prior to the Non-pooled CO Code's LERG Routing Guide Effective Date;
- h) verify and test that the Non-pooled CO Code is activated in the PSTN by performing successful call-through tests<sup>238</sup> starting five calendar days prior to the Non-pooled CO Code's LERG Routing Guide Effective Date;<sup>239</sup>
- i) provide Vacant Code Announcement (VCA) or Reorder Announcement (ROA)<sup>240</sup> for vacant numbers within the Non-pooled CO Code; and
- j) maintain sufficient and auditable data to demonstrate compliance with these guidelines

### 8.3.11 Information Changes

The information associated with a Non-pooled CO Code assignment may change over time. Such changes may occur, for example, because of the transfer of a Non-pooled CO Code to a different SP. The NANPA shall be notified of any changes to the information in Part 1 Central Office Code (NPA-NXX) Application. This includes changes such as, but not limited to, the tandem homing arrangement, OCN, Switching Entity/POI and Rate Center. If the Applicant is requesting multiple changes, the Applicant shall indicate all requested changes in Section 1.4 of the Part 1. In the case of an intra-company OCN change request for any reason other than merger/acquisition, the Applicant shall certify on Section 1.8 of the Part 1 that there are Assigned Numbers in the Non-pooled CO Code. NANPA shall deny the change request if the Applicant does not provide the Certification.

## 9 Modifications to Numbering Resources

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### 9.1 Thousands-Blocks (NPA-NXX-X)

#### 9.1.1

The information associated with a Thousands-Block assignment or Thousands-Block(s) being retained may change over time. The Pooling Administrator (PA) shall be notified of an Operating Company Number (OCN), Switching Entity/Point of Interconnection (POI) or Block Effective Date change for Thousand-Blocks which have already been Assigned. The requested changes should be submitted via the Part 1A Thousands-Block (NPA-NXX-X) Application, and when necessary, the Part 1B NPAC Thousands-Block Data. For data integrity reasons, the PA shall be informed of these types of changes to ensure that the record of the Service Provider (SP) responsible for the Thousands-

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<sup>237</sup> Opening the Central Office (CO) Code (NPA-NXX) in the old Numbering Plan Area (NPA) during permissive dialing ensures the CO Code's inclusion in the Number Portability Administration Center's (NPAC) automated processes to update the CO Code to the new NPA at the end of permissive dialing (See ATIS-0300061, NPA Code Relief Planning & Notification Guidelines, Section 12 for additional information).

<sup>238</sup> See ATIS-0300032, Next Generation Interconnection Interoperability Forum (NGIIF) Reference Document, Part X.

<sup>239</sup> See ATIS-0300010, *Next Generation Interconnection Interoperability Forum (NGIIF) Reference Document Part II, Installation and Maintenance Responsibilities for Switched Access Services Feature Groups*, Section 3, NXX or NXX-X Code Openings. To resolve routing issues, see also: < [https://www.atis.org/01\\_committ\\_forums/NGIIF/contact-directories/](https://www.atis.org/01_committ_forums/NGIIF/contact-directories/) >.

<sup>240</sup> See ATIS-1000004, "Thousands-Block Number Pooling Using Number Portability"; ATIS-0300011, "Next Generation Interconnection Interoperability Forum (NGIIF) Reference Document Part III – Installation and Maintenance Responsibilities for SS7 Links"; and ATIS-0300019, "Trunks Attachment H – SS7 Cause Codes and Tones and Announcements", at [www.atis.org](http://www.atis.org). Note that there may be a fee associated with the acquisition of these documents.

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Block and the data associated with the Thousands-Block is accurate. In the case of an intra-company OCN change request, the Thousands-Block Applicant shall indicate in the "Remarks" field of the Part 1A if that change is due to merger/acquisition, OCN change within company, or other. If the intra-company OCN change is for any reason other than merger/acquisition, the Applicant shall also certify in the "Remarks" field of the Part 1A that there are Assigned Numbers in the Thousands-Block. The PA shall deny the change request if the Applicant does not provide the Certification.

### 9.1.2

SPs participating in Thousands-Block Number Pooling shall submit changes for Thousands-Blocks to the PA. The PA, upon approval of the change, is responsible for making changes on the BCR/BCD screen in BIRRDs.

### 9.1.3

An Administrative Operating Company Number (AOCN) is not able to create the NXD-X record in BIRRDs until the BCR record is created for the Thousands-Block. An AOCN is not able to update the "OCN" field of the NXD-X record until the BCR record has been modified by the PA for the specific Thousands-Block.

### 9.1.4

SPs may not trade Thousands-Blocks between themselves.

### 9.1.5

Changes, corrections, modifications and updates made to Number Portability Administration Center (NPAC) information on the Part 1B may cause a change to the original requested Effective Date on the Thousands-Block(s). It is recommended that the SP, in addition to making updates in the appropriate fields, state in the "Comments" field of the Part 1A and Part 1B the type of change being requested. An updated Part 1B shall be forwarded to the NPAC.

### 9.1.6

When a correction to the "For Information Only" field is needed, it is the responsibility of the SP to send in a modification request to the PA via the Pooling Administration System (PAS) to update the Thousands-Block record information. The updated Part 1B shall be forwarded to the NPAC.

### 9.1.7

When the CO Code Holder of the Pooled Central Office (CO) Code (NPA-NXX) submits a Part 1B modification and the Thousands-Block is Allocated back to the Switching Entity/POI where the Pooled CO Code resides, the SP shall answer "Is the block being Allocated back to the Switch where the NXX Code resides as "Yes." Under this circumstance, the Thousands-Block shall not be opened in the NPAC. However, if the Thousands-Block needs to be opened in the NPAC, the SP shall contact the NPAC helpdesk (see NPAC contact information in Glossary).

### 9.1.8

When a SP needs a Thousands-Block record removed from the NPAC, the SP shall contact the NPAC help desk (see NPAC contact information in Glossary).

The NPAC help desk shall not be used in the case of a Thousands-Block return or Reclamation.

When the Thousands-Block is being Allocated back to the CO Code Holder and the Thousands-Block shall reside on the same Switching Entity/POI as the Pooled CO Code, if the Thousands-Block contains contaminated Telephone Numbers (TN) which have the same network data [e.g., Switching Entity/POI identified by the Location Routing Number (LRN) and Destination Point Code (DPC) data] as the Thousands-Block, the SP should remove those unnecessary individual Intra-Service Provider (ISP) Ports from the NPAC.

### 9.1.9 Thousands-Block Transfer Process

Thousands-Blocks involved in a merger, acquisition or Type 1 Interconnection Service Provider to Type 2 Interconnection Service Provider migration may be transferred between SPs, regardless of the Contamination level, when the Thousands-Blocks are in use with active customers. SPs shall provide documentation (e.g., state regulatory body or FCC approval, a copy of the NECA response to the SP confirming merger/acquisition/name change, a letter of certification from an officer of the company) of the merger/ acquisition with the request.

Thousands-Blocks not involved in a merger, acquisition or Type 1 Interconnection Service Provider to Type 2 Interconnection Service Provider migration may be transferred between SPs when the Thousands-Block is in use with active customers, is more than ten percent contaminated, and one or more of the following conditions are met:

- a) TNs are Assigned and /or reserved for a single customer;
- b) The customer has ported TNs to another SP that is not the Thousands-Block Holder;
- c) Both SPs involved mutually agree to the transfer of the Thousands-Block

All Thousands-Block transfers shall be mutually agreed to by both the relinquishing and receiving SP.

The Thousands-Block Applicant (SP receiving the Thousands-Block to be transferred) shall submit a complete Part 1A Thousands-Block (NPA-NXX-X) Application and Part 1B NPAC Thousands-Block Data. In addition, the Applicant requesting the Thousands-Block transfer shall also provide:

- a) For a merger/acquisition, SPs shall provide documentation of the merger/acquisition with the request.
- b) For all other transfers, the SP requesting the transfer shall provide an email or letter from the current Thousands-Block Holder indicating the NPA-NXX-X, reason for the transfer, and a confirmation that there are active customers and that the block is over ten percent contaminated. The PA shall ensure that the transfer is mutually acceptable.

The PA shall notify the recipient SP when the Thousands-Block record has been successfully modified in BIRRDS. It is the responsibility of the SP receiving the Thousands-Block to enter, or arrange for the entry of, any changes to BIRRDS data (e.g., Switching Entity/POI) associated with the transfer of the Thousands-Block.

If the Thousands-Block being transferred shall be the Initial Block for the Rate Center, the SP shall ensure that it satisfies the license and/or Certification requirements and facilities readiness requirements (see Section 4.8) and provide the appropriate documentation with the transfer request.

All time intervals applicable to the assignment of a new Thousands-Block apply in the case of a Thousands-Block transfer. These intervals do not address the time intervals needed to perform the network and other rearrangements associated with the Thousands-Block transfer.

Upon approval of the request, the PA shall modify the Thousands-Block record in BIRRDS for the Thousands-Block to be transferred to reflect the OCN, Effective Date and Switching Entity/POI of the SP to which the Thousands-Block shall be transferred. To the extent necessary, the PA shall coordinate the change with TRA.

If a Part 4A Confirmation of Thousands-Block in Service is not on file for the Thousands-Block that is being transferred, and the Part 4A due date has passed, then the PA shall deny the request to transfer the Thousands-Block until a Part 4A is received from the appropriate regulatory authority.

The resulting SP in a merger/acquisition shall revise and provide a new, consolidated forecast for Numbering Resources. The Thousands-Block Holder of a Thousands-Block Assigned by the PA or acquired by other means such as transfer (e.g., by merger or acquisition) shall use the Thousands-Block consistent with these guidelines. Additionally, the new Thousands-Block Holder shall participate in an Audit process, as necessary.

### 9.1.10 Rate Center Changes

SPs cannot change a Rate Center on Thousands-Blocks without changing the Rate Center on the Pooled CO Code. See the Section 9.2.7 for information on Pooled CO Code Rate Center changes.

### 9.1.11

Applicants requiring an Effective Date more than 33 calendar days after the date the PA receives the application shall specify their desired Effective Date. An application without an Effective Date shall be Assigned the standard PA-Assigned minimum Effective Date of 24 calendar days after the Allocation Date; this allows five calendar days for AOCN entry of data into BIRRDs plus the 19 calendar-day notification interval. The PA shall always assure a minimum of 24 calendar days between the Allocation Date and the Effective Date, unless requested otherwise through the expedite process.

SPs shall allow at least two calendar days beyond the Effective Date prior to activating TNs within the Assigned Thousands-Block. For example, if the Effective Date is October 28, XXXX, a SP can start assigning TNs on October 30, XXXX. This is necessary in order to allow for NPAC processing and downloading to take place.

The 21 calendar day notification interval (i.e., from AOCN input of Thousands-Block data into BIRRDs through completion of NPAC processing) is necessary because of some SPs' internal company notification process of 19 calendar days) and the 2-day NPAC update. It should be noted that interconnection arrangements and facilities need to be in place prior to activation of a Thousands-Block. Such arrangements are outside the scope of these guidelines.

A SP request for an expedited Thousands-Block modification shall occur on an exception basis. The following procedures enable a SP to request expedited treatment for a modification of a Thousands-Block(s). The expedite procedures below do not eliminate the Thousands-Block Holder and PA responsibilities described in Sections 8 and 14.

- a) The requesting SP shall indicate on the Part 1A that this is an expedited request with its desired Effective Date.
  - 1) To expedite all Thousands-Blocks in a multi-block application, the requesting SP shall select "Yes" for Request Expedited Treatment.
  - 2) To expedite one or more but not all Thousands-Blocks in a multi-block application, the SP shall select "No" for Request Expedited Treatment but shall include a statement in the "Remarks" field indicating which Thousands-Block(s) is/are to be expedited.
- b) The PA shall process the application if the application meets the criteria for the modification of the Thousands-Block(s) and shall make every effort to process the application in fewer than the current maximum seven calendar days. The PA shall expedite such requests when it can do so without failing to meet its seven calendar day application processing interval for other SPs. The PA shall determine the minimum Effective Date for an expedited application based upon the following considerations:
  - 1) In the case of a Thousands-Block modification, the Effective Date shall be at least nine **calendar** days after the issuance of the Part 3A Pooling Administrator's Response/Confirmation. This allows for the PA and AOCN to update BIRRDs for LERG Routing Guide daily updates. The AOCN shall agree to perform the BIRRDs update in two **calendar** days rather than the usual seven **calendar** days. This also allows three **business** days for the NPAC to modify the Thousands-Block.

NOTE: SPs requesting expedited treatment of Thousands-Block(s) should be aware that there may be potential impacts to other SPs and customers. This may affect customer service to the extent that a SP is unable to identify the SP to whom a Thousands-Block has been Assigned when responding to a customer trouble report.

## 9.2 Pooled Central Office (CO) Codes (NPA-NXX)

### 9.2.1

The information associated with a Pooled CO Code assignment may change over time. Such changes may occur, for example, because of the transfer of a Pooled CO Code to a different Service Provider (SP). The Pooling Administrator (PA) and North American Numbering Plan Administrator (NANPA) shall be notified of any changes to the information in Part 1 Central Office Code (NPA-NXX) Application. This includes changes such as, but not limited to, the tandem homing arrangement, Operating Company Number (OCN), Switching Entity/Point of Interconnection (POI) and Rate Center. If the CO Code Applicant is requesting multiple changes, the Applicant shall indicate all requested changes in Section 1.4 of the Part 1. In the case of an intra-company OCN change request for any reason other than merger/acquisition, the Applicant shall certify on Section 1.8 of the Part 1 that there are Assigned

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Numbers in the Pooled CO Code. NANPA or the PA shall deny the change request if the Applicant does not provide the Certification.

### 9.2.2

SPs participating in Thousands-Block Number Pooling shall submit changes for Pooled CO Codes to the PA. Changes for Non-pooled Central Office (CO) Codes (NPA-NXX) in a pooling Rate Center shall be sent to NANPA, unless the PA received the ordinal request for the Non-pooled CO Code. When a dedicated Central Office (CO) Code (NPA-NXX) for a single customer's use was requested through the Pooling Administration System (PAS) and the Applicant requested the pool indicator of "No" on Section 1.5 of the Part 1, changes and disconnects shall be submitted through PAS.

### 9.2.3

An Administrative Operating Company Number (AOCN) is not able to create the NXD record in BIRRDs until the ACD is created for the Pooled CO Code. An AOCN is not able to update the "OCN" field of the NXD record until the ACD has been modified by NANPA for the specific Pooled CO Code.

### 9.2.4

SPs may not trade Pooled CO Codes between themselves.

### 9.2.5

The following criteria shall be used by the PA in reviewing a Thousands-Block transfer request for a Pooled CO Code.

Thousands-Blocks involved in a merger, acquisition, or Type 1 Interconnection Service Provider to Type 2 Interconnection Service Provider migration may be transferred between SPs, regardless of the Contamination level.

Thousands-Blocks not involved in a merger, acquisition, or Type 1 Interconnection Service Provider to Type 2 Interconnection Service Provider migration may be transferred between SPs when the Thousands-Block is in use with active customers, is more than ten percent contaminated, and one or more of the following conditions are met:

- a) TNs are assigned and/or reserved for a single customer;
- b) The customer has ported TNs to another SP that is not the Thousands-Block Holder;
- c) Both SPs involved mutually agree to the transfer of the Thousands-Block.

All Thousands-Block transfers shall be mutually agreed to by both the relinquishing and receiving SP. The Thousands-Block Applicant (SP receiving the Thousands-Block to be transferred) shall submit a complete Part 1A Thousands-Block (NPA-NXX-X) Application and Part 1B NPAC Thousands-Block Data. In addition, the Applicant requesting the Thousands-Block transfer also shall provide:

- a) For a merger/acquisition, SPs shall provide documentation (e.g., state regulatory body or FCC approval, a copy of the NECA response to the SP confirming merger/acquisition/name change, a letter of certification from an officer of the company) of the merger/acquisition with the request.
- b) For all other transfers, the SP requesting the transfer shall provide an email or letter from the current Thousands-Block Holder indicating the NPA-NXX-X, reason for the transfer, and a confirmation that there are active customers and that the block is over ten percent contaminated. The PA shall ensure that the transfer is mutually acceptable.

If the Thousands-Block being transferred shall be the Initial Block for the Rate Center, the SP shall provide the appropriate documentation with the transfer request that satisfies the license and/or Certification requirements and facilities readiness requirements (see Section 4.8).

Upon approval of the request, the PA shall modify the Thousands-Block record in BIRRDs for the Thousands-Block to be transferred to reflect the OCN, Effective Date and Switching Entity/POI of the SP to which the Thousands-Block shall be transferred. To the extent necessary, the PA shall coordinate the change with TRA.

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The PA shall notify the recipient SP when the Thousands-Block record has been successfully modified in BIRRDs. It is the responsibility of the SP receiving the Thousands-Block to enter, or arrange for the entry of, any changes to BIRRDs data (e.g., Switching Entity/POI) associated with the transfer of the Thousands-Block.

If a Part 4A Confirmation of Thousands-Block in Service is not on file for the Thousands-Block that is being transferred, and the Part 4A due date has passed, then the PA shall deny the request to transfer the Thousands-Block until a Part 4A is received from the appropriate regulatory authority.

The resulting SP in a merger/acquisition shall revise and provide a new, consolidated forecast for Numbering Resources. The Thousands-Block Holder of a Thousands-Block Assigned by the PA or acquired by other such means such as transfer (e.g., by merger or acquisition) shall use the Thousands-Block consistent with these guidelines. Additionally, the new Thousands-Block Holder shall participate in an Audit process, as necessary.

### 9.2.6 Pooled CO Code Transfer Process

#### 9.2.6.1 Transfer from Single End-User Customer

The assignment criteria in the following section shall be used by the PA and NANPA in reviewing a Part 1 Central Office Code (NPA-NXX) Application from the SP making the transfer request. These criteria apply only where the full Pooled CO Code was Assigned and reserved to a single end-user customer.

All time intervals applicable to the assignment of a new Pooled CO Code apply in the case of a transfer. These intervals do not address the time intervals needed to perform the network and other rearrangements associated with the transfer.

The following criteria shall be used by the PA and NANPA in reviewing a Pooled CO Code transfer request:

- a) The CO Code Applicant (SP receiving the Pooled CO Code to be transferred) shall submit a complete Part 1, indicating all requested changes in Section 1.4 of the Part 1. The entry in the "Switching Identification (Switching Entity/POI)" field shall be an active Common Language Location Code (CLLI Code), one of the valid network entity types appropriate for CO Code assignment, and built in BIRRDs, otherwise NANPA shall deny the application. If the Switching Entity/POI populated in Section 1.2 of the Part 1 is not under the ownership or control of the Applicant, the Applicant shall provide documentation (e.g., letter of authorization) allowing this use, otherwise NANPA shall deny the application. NANPA shall retain this documentation on file and the Applicant may reference it in the "Comments" field of the Part 1 on future applications utilizing the same Switching Entity/POI instead of providing the documentation again. NANPA shall retain the documentation until the authorizing SP indicates that the authorization has been revoked. The Applicant shall indicate on the Part 1 that the transfer request is from a single end-user customer. In addition to the Part 1, the Applicant requesting the Pooled CO Code transfer shall also provide written confirmation that the subscriber has requested to Switching Entity/POI SPs to them from the current CO Code Holder. The current CO Code Holder shall also separately confirm in writing to the NANPA that the transfer of the Pooled CO Code has been requested by the subscriber. The subscriber's confirmation, at a minimum, shall be on the subscriber's letterhead and signed by a party within the subscriber's organization with the authority to make such a request (e.g., officer of the company)

The NANPA shall ensure that the transfer was mutually acceptable by contacting the current CO Code Holder to confirm the transfer. NANPA shall request a response in 10 business days. If the current CO Code Holder fails to respond and confirm the customer's transfer request within 10 business days of NANPA's request, the request shall be suspended, which may require a change to the Effective Date of the transfer. NANPA then shall contact the current CO Code Holder and give them 5 more business days to confirm the CO Code transfer request.

If the current CO Code Holder does not or refuses to respond within 5 business days and the NANPA has written proof from the Applicant that the subscriber has requested the change, the NANPA shall remove the suspension and proceed with the CO Code transfer.

If the current CO Code Holder responds within the same 5 business days and produces written proof that the subscriber has not requested the transfer or provides evidence that some numbers within the Pooled CO Code are not Assigned to the subscriber, then the transfer request shall be denied.

- b) If the transfer request is granted, NANPA shall modify the ACD screen in BIRRDs for the Pooled CO Code to be transferred to reflect the OCN of the SP to whom the Pooled CO Code shall be transferred.

- c) NANPA shall notify the SP receiving the Pooled CO Code when the ACD screen has been successfully modified. It is the responsibility of the SP receiving the Pooled CO Code to arrange for the entry of any changes to BIRRDS data associated with a Switching Entity/POI.

### 9.2.6.2 Transfer of CO Code Not Assigned to a Single End-User Customer

The assignment criteria in the following section shall be used by the PA and NANPA in reviewing a Part 1 from a SP to transfer a Pooled CO Code from the current CO Code Holder to the SP making the transfer request, where the full Pooled CO Code is not Assigned and reserved to a single end-user customer. Before a SP makes such a transfer request, it shall confirm adequate trunking is in place in order to fulfill the default routing responsibilities for all ported Telephone Numbers (TN) or Pooled Thousands-Blocks (NPA-NXX-X) within that Pooled CO Code. Should a regulatory authority ask SPs to voluntarily transfer a Pooled CO Code for purposes of establishing a Location Routing Number (LRN) and extending the life of a Numbering Plan Area (NPA) projected to exhaust within the next 36 months, consideration shall be given to the technical issues involved and the risk of service interruption to existing customers. Some factors that need to be taken into consideration include:

- a) availability of a Thousands-Block from the CO Code in the pool;
- b) quantity of Assigned Numbers/Contamination levels within the Pooled CO Code;<sup>241</sup>
- c) dependencies on ancillary services;
- d) whether the current CO Code Holder has a Technical Constraint, or has already established an LRN in the Pooled CO Code and there are Number Portability Administration Center (NPAC) records associated with that LRN;
- e) the projected NPA exhaust;
- f) the cutover risks of service interruption when introducing a new Switching Entity/POI to the network;
- g) whether the Pooled CO Code has Assigned Numbers (either Assigned or ported numbers) in it;
- h) the length of time needed to complete the Pooled CO Code transfer<sup>242</sup>

In addition, the Pooled CO Code cannot be transferred from one Rate Center to another Rate Center.

A SP needing to establish an LRN that does not meet the criteria for the Allocation of a new Pooled CO Code or a Thousands-Block from a new Pooled CO Code also may proactively investigate the feasibility of a voluntary transfer of CO Code Holder responsibilities of an existing Pooled CO Code from the current CO Code Holder to avoid opening a new Pooled CO Code altogether. A SP is not obligated to perform this investigation if it meets the criteria for the Allocation of a new Pooled CO Code or a Thousands-Block from a new Pooled CO Code but may choose to do so to assist in prolonging the life of the NPA. If a voluntary transfer appears feasible, the SP shall contact the current CO Code Holder. The current CO Code Holder is not obligated to transfer the Pooled CO Code but may choose to do so to assist in prolonging the life of the NPA.

When transferring a Pooled CO Code with ported TNs, the new CO Code Holder and the old CO Code Holder should work together to discuss whether it is more appropriate to transfer the Pooled CO Code in the NPAC using the Coordinated Industry Effort Process (see LNPA Best Practices or the LNP NANC 323 SPID Migration Process posted on the NPAC Public Site (see NPAC contact information in Glossary)). See Section 11.2 of these guidelines for more information about three processes.

When transferring a Pooled CO Code with Thousands-Blocks Available in the Industry Inventory Pool, the PA shall modify Thousands-Blocks within the transferring Pooled CO Code to be effective 1 calendar day after the CO Code Part 3 Central Office Code Administrator's Response/Confirmation Effective Date of the transfer. This step shall ensure that the new CO Code Holder has sufficient time to make the necessary NPAC updates.

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<sup>241</sup> It is the recommendation of the North American Numbering Council's (NANC) Local Number Portability Administration (LNPA) Working Group (WG) that the current CO Code Holder not have numbers Assigned in more than three of the Thousands-Blocks (NPA-NXX-X).

<sup>242</sup> For example, if the Service Providers (SP) agree to use the LNP NANC 323 SPID Migration Process to facilitate the transfer of the Central Office (CO) Code (NPA-NXX), the SPs should consult the SPID migration calendar (see the Secure Site at: <https://portal.numberportability.com/login>) to determine the length of time expected to complete the transfer.

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The following criteria shall be used by the PA and NANPA in reviewing a Part 1 Pooled CO Code transfer request:

- a) The Applicant (SP receiving the Pooled CO Code to be transferred) shall submit a complete Part 1, indicating all requested changes in Section 1.4 of the Part 1. The entry in the "Switching Identification (Switching Entity/POI)" field shall be an active Common Language Location Code (CLLI Code), one of the valid network entity types appropriate for CO Code assignment, and built in BIRRDS, otherwise NANPA shall deny the application. If the Switching Entity/POI populated in Section 1.2 of the Part 1 is not under the ownership or control of the Applicant, the Applicant shall provide documentation (e.g., letter of authorization) allowing this use, otherwise NANPA shall deny the application. NANPA shall retain this documentation on file and the Applicant may reference it in the "Comments" field of the Part 1 on future applications utilizing the same Switching Entity/POI instead of providing the documentation again. NANPA shall retain the documentation until the authorizing SP indicates that the authorization has been revoked.
- b) The Applicant shall attach written confirmation from the current CO Code Holder giving its authorization for the transfer and indicating that the Pooled CO Code has Assigned Numbers. If the Applicant is requesting a transfer in order to establish an LRN, the Pooled CO Code might not yet be In Service and therefore the relinquishment letter does not need to indicate there are Assigned Numbers. The Applicant should note this exception in Section 1.8 of the Part 1.
- c) If the Applicant does not have Pooled CO Codes or Thousands-Blocks in the Rate Center, the Applicant also shall submit proof of Certification and facilities readiness.
- d) NANPA shall notify the SP receiving the Pooled CO Code when the ACD screen has been successfully modified. It is the responsibility of the SP receiving the Pooled CO Code to arrange for the entry of required changes to BIRRDS data.

When evaluating OCN use after a merger/acquisition occurs, the CO Code Holder may consider the following options:

- a) If a SP decides to change a Pooled CO Code and OCN association due to a merger or acquisition, the surviving or acquiring company/CO Code Holder shall submit a Part 1 to the PA, through the PAS. If the CO Code is a Non-pooled CO Code, the surviving or acquiring company/CO Code Holder shall submit a Part 1 to NANPA through the North American Numbering Plan (NANP) Administration System (NAS). For Pooled CO Code applications submitted through PAS and Non-pooled CO Code applications submitted through, the Applicant shall pick the "INTRA-COMPANY OCN CHANGE" as the type of change and identify "Merger/Acquisition" as the reason in the drop down list. The Applicant shall ensure that the surviving or acquiring company's OCN has been added to the Applicant's PAS and NAS profiles prior to requesting the OCN change. The surviving or acquiring OCN company may need to revise and provide a new, consolidated Appendix 4 Thousands-Block Forecast Report in PAS for Numbering Resources.

If a merger and/or acquisition occurred after the most recent Form 502 submission, the surviving or acquiring OCN company shall submit a new Form 502 forecast if the surviving or acquiring OCN company does not have a forecast on file for the current cycle and plans to request Numbering Resources prior to the next Form 502 submission deadline. Form 502 shall contain the surviving or acquiring company's OCN in the company information and shall complete the appropriate forecast form. The SP shall submit the new forecast prior to submitting a Part 1A or Part 1 application using the surviving or acquiring company's OCN;

- b) If a SP decides in a merger/acquisition to change the name of the company on an OCN, the SP should contact National Exchange Carrier Association (NECA).<sup>243</sup>

The holder of a Pooled CO Code Assigned by the NANPA or acquired by other means such as transfer (i.e., by merger or acquisition) shall use the Pooled CO Code consistent with these guidelines. Most importantly, the new CO Code Holder shall be prepared to participate in an Audit in order to effectively assess CO Code utilization. Any revisions to information on the Part 1 shall be submitted to the PA and NANPA as soon as the CO Code Holder is aware of these changes. This information is necessary regardless of who has AOCN responsibilities.

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<sup>243</sup> See *ATIS Codes for Identification of Service Providers for Information Exchange (ATIS-0300251.2007)*.

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An OCN cannot be shared with another SP. It is the responsibility of each CO Code Holder to update and maintain its Pooled CO Code records in BIRRDs with accurate OCN information. This responsibility includes correcting embedded CMRS records that are reflected in BIRRDs with an ILEC OCN.<sup>244</sup>

If the CO Code Holder no longer provides service in the Rate Center associated with the Pooled CO Code, the SP shall notify the PA and NANPA. SPs cannot enter Pooled CO Code disconnect information in appropriate industry databases until NANPA has approved the CO Code disconnect Part 1 application, responded with a Part 3, and updated the BIRRDs ACD screen with the appropriate Effective Date. Where there are Local Number Portability (LNP) ports associated with the Pooled CO Code being returned, the initial CO Code Holder shall work cooperatively with the NANPA and the newly selected CO Code Holder to transition the default routing functions associated with the Pooled CO Code (see Section 11.2).

### 9.2.7 Rate Center Changes

SPs that change the Rate Center for a previously Assigned Pooled CO Code that has not been activated shall be required to first demonstrate the need for the Pooled CO Code in the new Rate Center. For this change, SPs shall first supply a new Appendix 1 Central Office Code Months to Exhaust Certification Worksheet - TN Level to the PA and NANPA prior to making any changes to BIRRDs for the affected Pooled CO Code. Accordingly, the PA and NANPA shall be informed of these changes to ensure that an accurate record of the CO Code Holder responsible for the Pooled CO Code and the data associated with the Pooled CO Code is maintained so as not to jeopardize data integrity. The NANPA shall verify the retention of the Pooled CO Codes using the Appendix 1 prior to changes being made to the Rate Center in the TRA databases.

SPs cannot change the Rate Center on a Pooled CO Code that contains ported TNs. Such changes are not permitted because of the impact to customer calling patterns and associated charges.

SPs' applications for changes to the Rate Center on Pooled CO Codes shall be denied if any Thousands-Block assignments within the Pooled CO Code have been made to a SP other than the CO Code Holder. If a SP submits a Rate Center change request for a Pooled CO Code with Thousands-Block assignments to a SP other than the CO Code Holder, the PA shall forward the application to NANPA, and NANPA shall deny the request.

SPs that wish to move Pooled CO Codes from one Rate Center to another shall submit a Part 1 to the PA and NANPA. Upon receipt of the Part 1 for a Pooled CO Code that has been activated, the PA or NANPA shall request that the NPAC produce an ad hoc report, generated during off-peak hours, that identifies the SPs and associated quantities of ported TNs or pending ports within the Pooled CO Code(s). The PA or NANPA shall not request an ad hoc report if the SP is requesting a Rate Center change for a CO Code that has not reached its LERG Routing Guide Effective Date.

If the report shows that there are ported TNs or pending ports, then the NANPA shall issue a Part 3 Denial to the Applicant. If the report shows that there are no ported TNs or pending ports, then the NANPA shall issue a Part 3 Acceptance to the Applicant with instructions to the Applicant to immediately remove the Pooled CO Code from the NPAC to ensure that no porting occurs between the time the ad hoc report was produced and the Effective Date of the Rate Center change. On the Effective Date of the Rate Center change, the Applicant shall immediately add the Pooled CO Code to the NPAC to ensure that porting can resume.

### 9.2.8

Applicants shall request an Effective Date at least 66 calendar days after the request is submitted to the PA via PAS. The 66-calendar day interval is derived by adding the 21 days<sup>245</sup> allotted to Pooled CO Code application processing (by the PA and the NANPA) and AOCN input to the industry standard of 45 days for CO Code activation. The CO Code activation interval begins on the date the CO Code is input into BIRRDs. If the AOCN does not enter the information in sufficient time to allow a 45-day activation interval prior to the Effective Date, the Effective Date shall be automatically changed in the appropriate TRA databases to ensure a minimum 45-day activation interval.

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<sup>244</sup> Prior to CMRS SPs acquiring their own Company Codes/Operating Company Numbers (OCN), the Incumbent Local Exchange Carrier (ILEC) permitted the CMRS SPs to use the Local Exchange Carrier's (LE) OCN in BIRRDs. CMRS SPs now are required to obtain their own Company Codes/OCNs.

<sup>245</sup> The 21-day interval is the combination of 7 calendar days for the Pooling Administrator (PA), 7 calendar days for the North American Numbering Plan Administrator (NANPA), and 7 calendar days for the Administrative Operating Company Number (AOCN).

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Applications to modify a Pooled CO Code in fewer than 66 calendar days (see above) increase the potential for call blocking and/or billing errors and should be avoided except in emergency cases. If a SP must seek an expedite, the burden of implementation is borne by that SP and does not obligate any other SP to activate the Pooled CO Code in fewer than 45 days.

If a SP must request an expedite, the expedite request and the necessary expedite documentation shall accompany the Part 1 application to modify a Pooled CO Code in fewer than the standard industry interval of 66 days. If a SP must reschedule the effective date of a Pooled Code such that the 45-day activation interval is shortened and becomes expedited, the necessary expedite documentation shall be provided to the NANPA to ensure that the homing tandem owner concurs with the now expedited timeframe.

### a) Activities for the expedited 21-day Interval:

- 1) In addition to submitting the Part 1 to the PA, the SP obtains agreement from its AOCN to input the Part 2 data within a specific negotiated time period. This can reduce the AOCN period down from 7 days. The SP shall provide written confirmation to the PA of the reduction of the 7 days. In the case where an Applicant acts as its own AOCN, the Applicant should indicate so on the Part 1. Doing so shall reduce the AOCN period down from 7 days.
- 2) Then, the SP submits the Part 1 through the PA with the attached confirmation from the AOCN if applicable. When the SP requests to receive the “earliest Effective Date” on the Part 1, NANPA shall reduce the Effective Date to the earliest date without compromising the 45-day CO Code activation interval from the date NANPA processes the request.

### b) Activities for the expedited 45-day Interval:

- 1) The SP shall follow the Next Generation Interconnection and Interoperability Forum (NGIIF) procedures to expedite the 45-day CO Code activation process.<sup>246</sup>
- 2) On an exception basis, an activation interval of less than 45 calendar days may be requested on the Part 1. The Part 1 shall be accompanied by documentation from the homing tandem operator concurring that the shorter interval can be met. To modify an existing Pooled CO Code, NANPA may have a direct role such as entering changes to data on the BIRRDs ACD screen. If an expedite is approved, the expedite information shall be entered in the BIRRDs ACD screen as well.
- 3) Under no circumstances shall a modification interval of less than 30 calendar days be approved by the homing tandem operating company or the NANPA.<sup>247</sup>

## 9.3 Non-Pooled Central Office (CO) Codes (NPA-NXX)

### 9.3.1

The information associated with a Non-pooled CO Code assignment may change over time. Such changes may occur, for example, because of the transfer of a Non-pooled CO Code to a different Service Provider (SP). The North American Numbering Plan Administrator (NANPA) shall be notified of any changes to the information in Part 1 Central Office Code (NPA-NXX) Application. This includes changes such as, but not limited to, the tandem homing arrangement, Operating Company Number (OCN), Switching Entity/Point of Interconnection (POI) and Rate Center. If the CO Code Applicant is requesting multiple changes, the Applicant shall indicate all requested changes in Section 1.4 of the Part 1. In the case of an intra-company OCN change request for any reason other than merger/acquisition, the Applicant shall certify on Section 1.8 of the Part 1 that there are Assigned Numbers in the Non-pooled CO Code. NANPA shall deny the change request if the Applicant does not provide the Certification.

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<sup>246</sup> For more information, refer to the latest issue of ATIS-0300046, Next Generation Interconnection Interoperability Forum (NGIIF) “Recommended Notification Procedures to Industry for Changes in Access Network Architecture.”

<sup>247</sup> This is required to ensure facilities are available at the homing tandem and that appropriate service provider notification exists; expedited activation intervals or the rescheduling of existing effective dates to less than 45 days have the potential to cause increased blocking and trouble reports for all SPs.

### 9.3.2

Changes or disconnects for Non-pooled CO Codes in a pooling Rate Center shall be sent to NANPA. When a dedicated Central Office (CO) Code (NPA-NXX) for a single customer's use was requested through the Pooling Administration System (PAS) and the Applicant requested the pool indicator of "No" on Section 1.5 of the CO Code Part 1, changes and disconnects shall be submitted through PAS.

### 9.3.3

When changes are submitted the "Switching Identification (Switching Entity/POI)" field, Section 1.2 of the Part , and if the information on the Part 1 is exactly the same for all CO Codes involved, it is acceptable to submit one Part 1 with an attached listing of the Non-pooled CO Codes affected.

### 9.3.4

In cases where a SP is requesting to transfer a Thousands-Block (NPA-NXX-X) within a Non-pooled Central Office (CO) Code to another SP and change the CO Code from a Non-pooled CO Code to a Pooled CO Code (NPA-NXX), the following criteria shall be used:

- a) The CO Code Holder shall load the Non-Pooled CO Code into the Number Portability Administration Center (NPAC) prior to requesting that the Pooling Administrator (PA) change a Non-pooled CO Code to a Pooled CO Code.
- b) The CO Code Holder shall send an e-mail to the PA with the CO Code, OCN and Switching Entity/POI information of the Non-pooled CO Code. In addition, the CO Code Holder shall provide which Thousands-Block(s) shall be transferred to the new Thousands-Block Holder, the reason for the transfer, and a statement acknowledging that they understand the Non-pooled CO Code will now be a Pooled CO Code.
- c) If the Thousands-Block being transferred shall be the Initial Thousands-Block for the Rate Center, the SP shall provide the appropriate documentation with the transfer request that satisfies the license and/or Certification requirements and facilities readiness requirements (see Section 4.8).
- d) The PA shall add the Non-pooled CO Code data into PAS and create the BCR records for all ten Thousands-Block(s) in BIRRDs within seven calendar days. The PA shall reply back to the e-mail sent by the CO Code Holder, confirming that the Non-pooled CO Code data has been added to PAS and the BCR records have been created.
- e) It is the responsibility of the CO Code Holder of the now Pooled CO Code to create all ten NXD-X records in BIRRDs in order to allow the new Thousands-Block Holder to update its information in BIRRDs.
- f) It is the responsibility of the SP receiving the Thousands-Block to enter, or arrange for the entry of, any changes to BIRRDs data (e.g., Switching Entity/POI) associated with transfer of the Thousands-Block.

The process now continues at Section 9.1.9.

## 9.3.5 Non-pooled CO Code Transfer Process

### 9.3.5.1 Transfer from Single End-User Customer

The assignment criteria in the following section shall be used by NANPA in reviewing a Part 1 from a SP requesting to transfer a Non-pooled CO Code from the current CO Code Holder to the SP making the transfer request. These criteria apply only where the full Non-pooled CO Code was Assigned and reserved to a single end-user customer.

All time intervals applicable to the assignment of a new Non-pooled CO Code apply in the case of a transfer. These intervals do not address the time intervals needed to perform the network and other rearrangements associated with the transfer.

The following criteria shall be used by NANPA in reviewing a Part 1 transfer application:

- a) The CO Code Applicant (SP receiving the Non-pooled CO Code to be transferred) shall submit a complete Part 1, indicating all requested changes in Section 1.4 of the Part 1. The entry in the "Switching Identification (Switching Entity/POI)" field shall be an active Common Language Location Code (CLLI Code), one of the valid network entity types appropriate for CO Code assignment, and built in BIRRDs,

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otherwise NANPA shall deny the application. If the Switching Entity/POI populated in Section 1.2 of the Part 1 is not under the ownership or control of the Applicant, the Applicant shall provide documentation (e.g., letter of authorization) allowing this use, otherwise NANPA shall deny the application. NANPA shall retain this documentation on file and the Applicant may reference it in the "Comments" field of the Part 1 on future applications utilizing the same Switching Entity/POI instead of providing the documentation again. NANPA shall retain the documentation until the authorizing SP indicates that the authorization has been revoked. The Applicant shall indicate on the Part 1 that the transfer request is from a single end-user customer. In addition to the Part 1, the Applicant requesting the Non-pooled CO Code transfer shall also provide written confirmation that the subscriber has requested to Switching Entity/POI SPs to them from the current CO Code Holder. The current CO Code Holder shall also separately confirm in writing to the NANPA that the transfer of the Non-pooled CO Code has been requested by the subscriber. The subscriber's confirmation, at a minimum, shall be on the subscriber's letterhead and signed by a party within the subscriber's organization with the authority to make such a request (e.g., officer of the company).

The NANPA should ensure that the transfer was mutually acceptable by contacting the current CO Code Holder to confirm the transfer. NANPA shall request a response in 10 business days. If the current CO Code Holder fails to respond and confirm the customer's transfer request within 10 business days of NANPA's request, the request shall be suspended, which may require a change to the Effective Date of the transfer. NANPA then shall contact the current CO Code Holder and give them 5 more business days to confirm the Non-pooled CO Code transfer request.

If the current CO Code Holder does not or refuses to respond within 5 business days and the NANPA has written proof from the Applicant that the subscriber has requested the change, the NANPA shall remove the suspension and proceed with the Non-pooled CO Code transfer.

If the current CO Code Holder responds within the same 5 business days and produces written proof that the subscriber has not requested the transfer or provides evidence that some numbers within the Non-pooled CO Code are not Assigned to the subscriber, then the transfer request shall be denied.

- b) If the transfer request is granted, NANPA shall modify the ACD screen in BIRRDs for the Non-pooled CO Code to be transferred to reflect the OCN of the SP to whom the Non-pooled CO Code shall be transferred.
- c) NANPA shall notify the SP receiving the Non-pooled CO Code when the ACD screen has been successfully modified. It is the responsibility of the SP receiving the Non-pooled CO Code to arrange for the entry of any changes to BIRRDs data associated with a Switching Entity/POI.

### 9.3.5.2 Transfer of Non-pooled CO Code Not Assigned to a Single End-User Customer

The assignment criteria in the following section shall be used by NANPA in reviewing a Part 1 from a SP to transfer a Non-pooled CO Code from the current CO Code Holder to the SP making the transfer request, where the full Non-pooled CO Code is not Assigned and reserved to a single end-user customer. Before a SP makes such a transfer request, it shall confirm adequate trunking is in place in order to fulfill the default routing responsibilities for all ported Telephone Numbers (TN) within that Non-pooled CO Code. Should a regulatory authority ask SPs to voluntarily transfer a Non-pooled CO Code for purposes of establishing a Location Routing Number (LRN) and extending the life of a Numbering Plan Area (NPA) projected to exhaust within the next 36 months, consideration shall be given to the technical issues involved and the risk of service interruption to existing customers. Some factors that need to be taken into consideration include:

- a) availability of a Thousands-Block from the CO Code in the pool;
- b) quantity of Assigned Numbers/Contamination levels within the CO Code;<sup>248</sup>
- c) dependencies on ancillary services;
- d) whether the current CO Code Holder has a Technical Constraint, or has already established an LRN in the Non-pooled CO Code and there are NPAC records associated with that LRN;

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<sup>248</sup> It is the recommendation of the North American Numbering Council's (NANC) Local Number Portability Administration (LNPA) Working Group (WG) that the current CO Code Holder not have numbers Assigned in more than three of the Thousands-Blocks (NPA-NXX-X).

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- e) the projected NPA exhaust;
- f) the cutover risks of service interruption when introducing a new Switching Entity/POI to the network;
- g) whether the Non-pooled CO Code has Assigned Numbers (either Assigned or ported numbers) in it;
- h) the length of time needed to complete the Non-pooled CO Code transfer<sup>249</sup>

In addition, the Non-pooled CO Code cannot be transferred from one Rate Center to another Rate Center.

A SP needing to establish an LRN that does not meet the criteria for the Allocation of a new Pooled CO Code or a Thousands-Block from a new Pooled CO Code also may proactively investigate the feasibility of a voluntary transfer of CO Code Holder responsibilities of an existing Non-pooled CO Code from the current CO Code Holder to avoid opening a new Pooled CO Code altogether. A SP is not obligated to perform this investigation if it meets the criteria for the Allocation of a new Pooled CO Code or a Thousands-Block from a new Pooled CO Code, but may choose to do so to assist in prolonging the life of the NPA. If a voluntary transfer appears feasible, the SP shall contact the current CO Code Holder. The current CO Code Holder is not obligated to transfer the Non-pooled CO Code, but may choose to do so to assist in prolonging the life of the NPA.

When transferring a Non-pooled CO Code with ported TNs, the new CO Code Holder and the old CO Code Holder should work together to discuss whether it is more appropriate to transfer the Non-pooled CO Code in the NPAC using the Coordinated Industry Effort Process (see LNPA Best Practices or the LNP NANC 323 SPID Migration Process posted on the NPAC Public Site [see NPAC contact information in Glossary]). See Section 11.3 of these guidelines for more information about these processes.

The following criteria shall be used by the NANPA in reviewing a Part 1 transfer request:

- a) The Applicant (SP receiving the Non-pooled CO Code to be transferred) shall submit a complete Part 1, indicating all requested changes in Section 1.4 of the Part 1. The entry in the "Switching Identification (Switching Entity/POI)" field shall be an active Common Language Location Code (CLLI Code), one of the valid network entity types appropriate for CO Code assignment, and built in BIRRDS, otherwise NANPA shall deny the application. If the Switching Entity/POI populated in Section 1.2 of the Part 1 is not under the ownership or control of the Applicant, the Applicant shall provide documentation (e.g., letter of authorization) allowing this use, otherwise NANPA shall deny the application. NANPA shall retain this documentation on file and the Applicant may reference it in the "Comments" field of the Part 1 on future applications utilizing the same Switching Entity/POI instead of providing the documentation again. NANPA shall retain the documentation until the authorizing SP indicates that the authorization has been revoked.
- b) The Applicant shall attach written confirmation from the current CO Code Holder giving its authorization for the transfer and indicating that the Non-pooled CO Code has Assigned Numbers. If the Applicant is requesting a transfer in order to establish an LRN, the Non-pooled CO Code might not yet be In Service and therefore the relinquishment letter does not need to indicate there are Assigned Numbers. The Applicant should note this exception in Section 1.8 of the Part 1.
- c) If the Applicant does not have Numbering Resources in the Rate Center, the Applicant also shall submit proof of Certification and facilities readiness.
- d) NANPA shall notify the SP receiving the Non-pooled CO Code when the ACD screen has been successfully modified. It is the responsibility of the SP receiving the Non-pooled CO Code to arrange for the entry of required changes to BIRRDS data.

When evaluating OCN use after a merger/acquisition occurs, the CO Code Holder may consider the following options:

- a) If a SP decides to change a Non-pooled CO Code and OCN association due to a merger or acquisition, the surviving or acquiring company/CO Code Holder shall request an OCN change for a Non-pooled CO Code through the North American Numbering Plan (NANP) Administration System (NAS). For Part 1 applications submitted via NAS, the Applicant shall pick the "INTRA-COMPANY OCN CHANGE" as the type of change and identify "Merger/Acquisition" as the reason in the drop down list. The Applicant shall ensure that the

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<sup>249</sup> For example, if the Service Providers (SP) agree to use the LNP NANC 323 SPID Migration Process to facilitate the transfer of the Central Office (CO) Code (NPA-NXX), the SPs should consult the SPID migration calendar (see the Secure Site at: <https://portal.numberportability.com/login>) to determine the length of time expected to complete the transfer.

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surviving or acquiring company's OCN has been added to the Applicant's NAS profile prior to requesting the OCN change.

If a merger and/or acquisition occurred after the most recent Form 502 submission, the surviving or acquiring OCN company shall submit a new Form 502 forecast if the surviving or acquiring OCN company does not have a forecast on file for the current cycle and plans to request Numbering Resources prior to the next Form 502 submission deadline. Form 502 shall contain the surviving or acquiring company's OCN in the company information and shall complete the appropriate forecast form. The SP shall submit the new forecast prior to submitting a Part 1 application using the surviving or acquiring company's OCN;

- b) If a SP decides in a merger/acquisition to change the name of the company on an OCN, the SP should contact National Exchange Carrier Association (NECA).<sup>250</sup>

The CO Code Holder of a Non-pooled CO Code Assigned by NANPA or acquired by other means such as transfer (i.e., by merger or acquisition) shall use the Non-pooled CO Code consistent with these guidelines. Most importantly, the new CO Code Holder shall be prepared to participate in an Audit in order to effectively assess CO Code utilization. Any revisions to information on the Part 1 shall be submitted to the NANPA as soon as the CO Code Holder is aware of these changes. This information is necessary regardless of who has Administrative Operating Company Number (AOCN) responsibilities.

An OCN cannot be shared with another SP. It is the responsibility of each CO Code Holder to update and maintain its Non-pooled CO Code records in BIRRDs with accurate OCN information. This responsibility includes correcting embedded CMRS records that are reflected in BIRRDs with an ILEC OCN.<sup>251</sup>

If the CO Code Holder no longer provides service in the Rate Center associated with the Non-pooled CO Code, the SP shall notify the NANPA. SPs cannot enter Non-pooled CO Code disconnect information in appropriate industry databases until NANPA has approved the Non-pooled CO Code disconnect Part 1 application, responded with a Part 3 Central Office Code Administrator's Response/Confirmation, and updated the BIRRDs ACD screen with the appropriate Effective Date. Where there are Local Number Portability (LNP) ports associated with the Non-pooled CO Code being returned, the initial CO Code Holder shall work cooperatively with the NANPA and the newly selected CO Code Holder to transition the default routing functions associated with the Non-pooled CO Code (see Section 11.3).

### 9.3.6 Rate Center Changes

SPs cannot change the Rate Center on a Non-pooled CO Code that contains ported TNs. Such changes are not permitted because of the impact to customer calling patterns and associated charges.

SPs that change the Rate Center for a previously Assigned Non-pooled CO Code that has not been activated shall be required to first demonstrate the need for the Non-pooled CO Code in the new Rate Center. For this change, SPs shall first supply a new Appendix 1 Central Office Code Months to Exhaust Certification Worksheet - TN Level to the NANPA prior to making any changes to BIRRDs for the affected Non-pooled CO Code. Accordingly, the NANPA shall be informed of these changes to ensure that an accurate record of the CO Code Holder responsible for the Non-pooled CO Code and the data associated with the Non-pooled CO Code is maintained so as not to jeopardize data integrity. The NANPA shall verify the retention of the Non-pooled CO Codes using the Appendix 1 prior to changes being made to the Rate Center in the TRA databases.

SPs that wish to move Non-pooled CO Codes from one Rate Center to another shall submit a Part 1 to the NANPA. Upon receipt of the Part 1 for a Non-pooled CO Code that has been activated, the NANPA shall request that the NPAC produce an ad hoc report, generated during off-peak hours, that identifies the SPs and associated quantities of ported TNs or pending ports within the Non-pooled CO Code(s). The NANPA shall not request an ad hoc report if the SP is requesting a Rate Center change for a Non-pooled CO Code that has not reached its LERG Routing Guide Effective Date.

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<sup>250</sup> See *ATIS Codes for Identification of Service Providers for Information Exchange (ATIS-0300251.2007)*.

<sup>251</sup> Prior to CMRS SPs acquiring their own Company Codes/Operating Company Numbers (OCN), the Incumbent Local Exchange Carrier (ILEC) permitted the CMRS SPs to use the Local Exchange Carrier's (LEC) OCN in BIRRDs. CMRS SPs now are required to obtain their own Company Codes/OCNs.

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If the report shows that there are ported TNs or pending ports, then the NANPA shall issue a Part 3 Denial to the Applicant. If the report shows that there are no ported TNs or pending ports, then the NANPA shall issue a Part 3 Acceptance to the Applicant with instructions to the Applicant to immediately remove the Non-pooled CO Code from the NPAC to ensure that no porting occurs between the time the ad hoc report was produced and the Effective Date of the Rate Center change. On the Effective Date of the Rate Center change, the Applicant shall immediately add the Non-pooled CO Code to the NPAC to ensure that porting can resume.

A SP that files a tariff for a Rate Center consolidation(s)/change(s) shall notify the PA and the NANPA when the tariff is approved by the appropriate regulatory authority. SPs that file tariffs for a Rate Center change are advised to adhere to the minimum timeframe of ninety (90) days when planning this type of change.<sup>252</sup> The PA and NANPA shall confirm the Rate Center consolidation(s)/change(s) with the regulatory authority and make appropriate update(s) in PAS and NAS on the Effective Date of the change(s). SP(s) are not required to submit Part 1 and Part 1A Thousands-Block (NPA-NXX-X) Application applications to reflect this change. The PA and NANPA shall issue a notification when the updates have been made in PAS and NAS, identifying the Thousands-Block(s) and CO Codes affected, and provide a list of Rate Centers that shall require forecast updates.

A SP doing a Rate Center consolidation/change in deregulated states (which do not require tariffs or other regulatory filings) shall notify the PA and the NANPA indicating that the state is deregulated. The PA and NANPA shall verify the Rate Center consolidation/change information in their systems and for the notification to other SPs. SPs in states that are deregulated that are doing a Rate Center change are advised to adhere to the minimum timeframe of ninety (90) days when planning this type of change. The PA and NANPA shall make appropriate update(s) in PAS and NAS on the Effective Date of the change(s). SP(s) are not required to submit Part 1 and Part 1A applications to reflect this change. The PA and NANPA shall issue a notification when the updates have been made in PAS and NAS, identifying the Thousands-Block(s) and CO Codes affected, and provide a list of Rate Centers that shall require forecast updates.

When it becomes apparent that an existing tariff was not properly implemented and is not part of a current consolidation or mandated state order, the SP that filed the tariff shall provide the PA and NANPA with a copy of the previously approved tariff, the CO Code(s) affected, and the Effective Date the change(s)<sup>253</sup> are to be implemented. The PA and NANPA shall verify the changes with the appropriate regulatory authority and make necessary updates in PAS and NAS. SP(s) are not required to submit Part 1 and Part 1A applications to reflect this change. The PA and NANPA shall issue a notification when the updates have been made, identifying the Thousands-Block(s) and CO Codes affected, and provide a list of Rate Centers that shall require forecast updates. Any SP disputing the change shall contact the PA, NANPA, the SP initiating the change(s), and the appropriate regulatory authority with the CO Code(s) involved in the dispute. The PA and NANPA shall reverse the changes to the disputed CO Code(s) (and associated Thousands-Blocks) and place any Available Thousands-Block(s) from disputed Pooled CO Code(s) into a reserved status until the regulatory authority has resolved the dispute.

In a Rate Center consolidation, a SP shall update its FCC Form 502, North American Numbering Plan Numbering Resource Utilization/Forecast (NRUF) Report forecast and Appendix 4 Thousands Block Forecast Report in the new Rate Center(s) in order to receive resources in that Rate Center. Forecasts in the old Rate Center(s) shall be deleted on the Effective Date of the consolidation. In the case of a Rate Center consolidation with a consolidation Effective Date that falls between June 30 and August 1 or December 31 and February 1, SPs should submit their NRUF Form 502 and Appendix 4 forecasts for the Rate Center that is in effect at the time of the SP's NRUF Form 502 and Appendix 4 submissions to avoid submission errors.

### 9.3.7

Applicants shall request an Effective Date at least 59 calendar days after the application is submitted to the NANPA via NAS. The 59-calendar day interval is derived by adding the 14 days<sup>254</sup> allotted to CO Code application processing by the NANPA and AOCN input to the industry standard of 45 days for CO Code activation. The CO Code activation interval begins on the date the Non-pooled CO Code is input into BIRRDs. If the AOCN does not enter the information in sufficient time to allow a 45-day activation interval prior to the Effective Date, the Effective

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<sup>252</sup> See the Next Generation Interconnection Interoperability Forum's (NGIIF) "Recommended Notification Procedures to the Industry for Changes in Access Network Architecture (ATIS-0300046), Attachment B."

<sup>253</sup> See the Next Generation Interconnection Interoperability Forum (NGIIF) "Recommended Notification Procedures to the Industry for Changes in Access Network Architecture (ATIS-0300046), Attachment B."

<sup>254</sup> The 14-day interval is the combination of 7 calendar days for the North American Numbering Plan Administrator (NANPA) and 7 calendar days for the Administrative Operating Company Number (AOCN).

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Date shall be automatically changed in the appropriate TRA databases to ensure a minimum 45-day activation interval.

Applications to modify a Non-pooled CO Code in fewer than 59 calendar days (see above) increase the potential for call blocking and/or billing errors and should be avoided except in emergency cases. If a SP must seek an expedite, the burden of implementation is borne by that SP and does not obligate any other SP to activate the Non-pooled CO Code in fewer than 45 days.

If a SP must request an expedite, the expedite request and the necessary expedite documentation shall accompany the Part 1 application to modify a Non-pooled CO Code in fewer than the standard industry interval of 59 days. Further, if a SP must reschedule the effective date of an existing CO Code such that the 45-day activation interval is shortened and becomes expedited, the necessary expedite documentation shall be provided to the NANPA to ensure that the homing tandem owner concurs with the now expedited timeframe.

a) Activities for the expedited 14-day Interval:

- 1) In addition to submitting the Part 1 to the NANPA, the SP obtains agreement from its AOCN to input the Part 2 data within a specific negotiated time period. This can reduce the AOCN period down from 7 days. The SP shall provide written confirmation to NANPA of the reduction of the 7 days. In the case where an Applicant acts as its own AOCN, the Applicant should indicate so on the Part 1. Doing so will reduce the AOCN period down from 7 days.
- 2) Then, the SP submits the Part 1 to NANPA with the attached confirmation from the AOCN if applicable. When the SP requests to receive the "earliest Effective Date" on the Part 1, NANPA shall reduce the Effective Date to the earliest date without compromising the 45-day CO Code activation interval from the date NANPA processes the request.

b) Activities for the expedited 45-day Interval:

- 1) The SP shall follow the Next Generation Interconnection and Interoperability Forum (NGIIF) procedures to expedite the 45-day CO Code activation process.<sup>255</sup>
- 2) On an exception basis, an activation interval of less than 45 calendar days may be requested on the Part 1. The Part 1 shall be accompanied by documentation from the homing tandem operator concurring that the shorter interval can be met. To modify an existing Non-pooled CO Code, NANPA may have a direct role such as entering changes to data on the BIRRDS ACD screen. If an expedite is approved, the expedite information shall be entered in the BIRRDS ACD screen as well.
- 3) Under no circumstances shall an activation interval of less than 30 calendar days be approved by the homing tandem operating company or the NANPA.<sup>256</sup>

## 10 Mass Modifications

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### 10.1 Thousands-Blocks (NPA-NXX-X)

The information associated with a Thousands-Block (NPA-NXX-X) assignment or Thousands-Block(s) being retained may change over time. The Pooling Administrator (PA) shall be notified of an Operating Company Number (OCN), Switching Entity/Point of Interconnection (POI) or Block Effective Date change for Thousand-Blocks which have already been Assigned. The requested changes should be submitted via the Part 1A Thousands-Block (NPA-NXX-X) Application, and when necessary, the Part 1B NPAC Thousands-Block Data. For data integrity reasons, the PA shall be informed of these types of changes to ensure that the record of the Service Provider (SP) responsible for the Thousands-Block and the data associated with the Thousands-Block is accurate. In the case of an intra-company OCN change request, the Thousands-Block Applicant shall indicate in the "Remarks" field of the Part 1A if that change is due to merger/acquisition, OCN change within company, or other. If the intra-company

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<sup>255</sup> For more information, refer to the latest issue of ATIS-0300046, Next Generation Interconnection Interoperability Forum (NGIIF) "Recommended Notification Procedures to Industry for Changes in Access Network Architecture."

<sup>256</sup> This is required to ensure facilities are available at the homing tandem and that appropriate service provider notification exists; expedited activation intervals or the rescheduling of existing effective dates to less than 45 days have the potential to cause increased blocking and trouble reports for all SPs.

OCN change is for any reason other than merger/acquisition, the Applicant shall also certify in the "Remarks" field of the Part 1A that there are Assigned Numbers in the Thousands-Block. The PA shall deny the change request if the Applicant does not provide the Certification.

When there are 50 or more Thousands-Blocks that need to be modified for intra-company OCN changes, Switching Entity/POI changes, or Part 1B modifications, a mass modification spreadsheet can be sent to the PA. Contact the PA for the most recent spreadsheet. In the case of intra-company OCN change application, the Applicant shall indicate in the email transmission to the PA if the changes are due to merger/acquisition, OCN change within company, or other. In the case of intra-company OCN changes for any reason other than merger/acquisition, the Applicant shall certify in the email transmission of the spreadsheet that there are Assigned Numbers in each of the Thousands-Blocks. If the Applicant does not provide this Certification, the PA shall not upload the mass change.

NOTE: Mass modifications only update data in the Pooling Administration System (PAS). SPs are responsible for all updates to BIRRDS, Number Portability Administration Center (NPAC) and any other affected systems or databases.

## **10.2 Pooled and Non-Pooled Central Office (CO) Codes (NPA-NXX)**

The information associated with a Pooled or Non-pooled CO Code assignment may change over time. Such changes may occur, for example, because of the transfer of a Central Office (CO) Code (NPA-NXX) to a different Service Provider (SP). The North American Numbering Plan Administrator (NANPA) shall be notified of any changes to the information in Part 1 Central Office Code (NPA-NXX) Application. This includes changes such as, but not limited to, the tandem homing arrangement, Operating Company Number (OCN), Switching Entity/Point of Interconnection (POI) and Rate Center. If the CO Code Applicant is requesting multiple changes, the Applicant shall indicate all requested changes in Section 1.4 of the Part 1. In the case of an intra-company OCN change request for any reason other than merger/acquisition, the Applicant shall certify on Section 1.8 of the Part 1 that there are Assigned Numbers in the CO Code. NANPA shall deny the change request if the Applicant does not provide the Certification.

When there are 50 or more CO Codes that need modifications on intra-company OCN changes, Switching Entity/POI changes, or tandem modifications, a mass modification spreadsheet can be sent to NANPA. Contact NANPA for the most recent spreadsheet. In the case of intra-company OCN changes for any reason other than merger/acquisition, the Applicant shall certify in the email transmission of the spreadsheet that there are Assigned Numbers in each of the CO Codes. If the Applicant does not provide this Certification, NANPA shall not upload the mass change.

Note: Mass modifications only update data in the North American Numbering Plan (NANP) Administration System (NAS). SPs are responsible for all updates to BIRRDS, Number Portability Administration Center (NPAC) and any other affected systems or databases.

Under no circumstances shall a modification interval of less than 30 days be approved by the NANPA.

# **11 Reclamation and Return of Numbering Resources**

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## **11.1 Thousands-Blocks (NPA-NXX-X)**

This section outlines the various responsibilities of the Thousands-Block Holder and the Pooling Administrator (PA) with respect to the Reclamation and return of Thousands-Blocks under a Thousands-Block Number Pooling arrangement. In addition, the various circumstances under which Reclamation and return of Thousands-Blocks can be initiated are enumerated in this section.

Reclamation refers to the process by which Service Providers (SP) are required to return Thousands-Blocks to the PA under the direction of state regulators.<sup>257</sup>

If a state commission declines to exercise the authority delegated to it, the PA shall notify the FCC with respect to Thousands-Block Reclamation. Such circumstances are under the direction of a regulatory authority. SPs may have

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<sup>257</sup> 47 CFR § 52.15 (i) (1). If state commissions do not make decisions on Thousands-Block (NPA-NXX-X) Reclamations the FCC can order the Pooling Administrator (PA) to be responsible for Reclamation activities. In such instances, the PA should consult with the FCC before conducting this activity, 47 CFR § 52.15 (i) (7).

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an opportunity to explain the circumstances causing the delay in activating and commencing assignment of their Thousands-Block(s) to the appropriate regulatory authority prior to Reclamation of the Thousands-Block(s).

### 11.1.1

SPs participating in Thousands-Block Number Pooling shall submit disconnects for Thousands-Blocks to the PA. The PA, upon approval of the disconnect, is responsible for making changes on the BCR/BCD screen.

### 11.1.2

Prior to donating/returning the Thousands-Block(s) to the Industry Inventory Pool, SPs shall confirm that:

- a) the Thousands-Block does not contain more than 100 unavailable Telephone Numbers (TN). This includes the donating/returning SP's Unavailable TNs and all other ported TNs identified in Number Portability Administration Center (NPAC) to other SPs.
- b) all Unavailable TNs within contaminated Thousands-Blocks have been Intra-Service Provider (ISP) Ported;
- c) the Thousands-Block(s) has been protected from further SP number assignment;
- d) the associated Central Office (CO) Code (NPA-NXX) is currently available for call routing and is flagged as Local Number Portability (LNP)-capable in the LERG Routing Guide and the NPAC, and the NPA-NXX query triggers are applied in all switches and reflected in the appropriate network databases (e.g., STP routing tables);
- e) the CO Code's-Assigned Switching Entity/Point of Interconnection (POI) is currently LNP-capable and shall process terminating traffic appropriately;
- f) interconnection facilities have been established between the CO Code's Assigned Switching Entity/POI and other interconnecting networks;
- g) the Thousands-Block identified for Donation/return does not contain a test line number. If a Thousands-Block being donated/returned contains a test line number, the CO Code Holder shall disconnect the test line number before donating/returning the Thousands-Block. The test line shall be re-Assigned to a number in a Thousands-Block retained by, or Assigned to, the CO Code Holder;
- h) the Thousands-Block identified for Donation/return does not contain a Location Routing Number (LRN). If a Thousands-Block being donated/returned contains an LRN, the CO Code Holder shall migrate any ported numbers or pooled Thousands-Blocks utilizing the LRN to another LRN within a Thousands-Block retained by or Assigned to the CO Code Holder and delete the LRN from the NPAC and the LERG Routing Guide before donating/returning the Thousands-Block. LRNs shall only be established in Thousands-Blocks retained by, or Assigned to, the CO Code Holder; and;
- i) a SP shall use the "Remarks" field on the Part 1A Thousands-Block (NPA-NXX-X) Application for a disconnect if the Thousands-Block(s) being donated/returned has any special status or treatment, e.g., restricted use, chatline, etc.

### 11.1.3

The Thousands-Block Holder to which a Thousands-Block(s) has been Assigned from the Industry Inventory Pool shall return the Thousands-Block(s) via the Part 1A to the PA when:

- a) it is no longer needed for the purpose for which it was originally Assigned, including no longer providing service in the Rate Center; or
- b) the service it was Assigned for is disconnected; or

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- c) the Thousands-Block contains no more than 100 Unavailable TNs<sup>258</sup> and the Thousands-Block is not needed to maintain a six (6) month Service Provider Inventory; or
- d) the Thousands-Block(s) was not placed In Service within six months of the original Effective Date returned on the Part 3A Pooling Administrator's Response/Confirmation and entered onto the BCR/BCD screen in BIRRDs

### 11.1.4

When the Thousands-Block(s) is not placed In Service within six months of the original Effective Date returned on the Part 3A and entered onto the BCR/BCD screen in BIRRDs, the Assignee may apply to the appropriate State Commission point of contact<sup>259</sup> for an extension date. Such an extension request shall include the reason for the delay and a new In Service time commitment (i.e., applicable Activation Deadline).<sup>260</sup> The Assignee shall apply to the appropriate FCC point of contact if the appropriate state commission has declined to exercise its delegated Reclamation authority. If an extension is approved, the regulator shall notify the Assignee and the PA of the new In Service deadline and indicate to whom the Part 4A Confirmation of Thousands-Block In Service should be sent. A list of appropriate state commission contacts and the FCC point of contact for those state commissions who decline to exercise their authority can be located at the PA website.

### 11.1.5

When a Thousands-Block Holder is returning a Thousands-Block to the PA, the Thousands-Block Holder is required to complete the following fields on the Part 1A in order for the PA to update the Contamination information for the Thousands-Block:

- a) "Block contaminated?" (Yes or No)
- b) "If contaminated, how many TNs are not available for assignment?" (Enter quantity)
  - 1) When the SP enters a quantity greater than 100, the request shall be denied unless the SP notes that it is Exiting the Market in the "Remarks" field.
- c) "Have all IntraSP ports been completed?" (Yes or No)
  - 1) When the SP answers "No", the request shall be denied.
- d) "Has the block been protected from further assignment?" (Yes or No)
  - 1) When the SP answers "No", the request shall be denied.

A Thousands-Block may only be returned if the Thousands-Block does not contain more than 100 Unavailable TNs. This includes the returning Thousands-Block Holder's Unavailable TNs and all other ported TNs identified in NPAC to other SPs.

SPs shall ensure that all disconnected Thousands-Blocks are within CO Codes that have been flagged as LNP capable in the LERG Routing Guide and opened in the NPAC, and that the associated Switching Entity/POI(s) are LNP-capable and ready to process terminating traffic.

SPs shall complete their ISP Ports and protect the Thousands-Block from further TN assignment prior to the submission of the Part 1A to return the Thousands-Block. If ISP Ports in the NPAC are not completed or the Thousands-Block is not protected from further TN assignment, and a returned contaminated Thousands-Block is Assigned, there may be service disruptions to customers Assigned Numbers from the Thousands-Block and potentially double assignments for those contaminated TNs. See Section 7.1.16 for resolution of double assignments.

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<sup>258</sup> Unavailable Telephone Numbers (TN) includes both the Service Provider's (SP) Unavailable TNs and all other ported TNs identified in Number Portability Administration Center (NPAC) as ported to other SPs.

<sup>259</sup> 47 CFR § 52.15 (i).

<sup>260</sup> 47 CFR § 52.15 (i) (4-6).

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A SP disconnecting a Thousands-Block containing a test line number shall disconnect the test line number prior to submitting the Part 1A to disconnect the Thousands-Block. The test line shall be re-Assigned to a number in a Thousands-Block retained by, or Assigned to, the SP.

A SP disconnecting a Thousands-Block that contains an LRN shall migrate any ported numbers or Pooled Thousands-Blocks utilizing the LRN to another LRN within a Thousands-Block being retained by or Assigned to the SP and delete the LRN in the NPAC and the iconectiv LERG Routing Guide.

A SP donating/disconnecting a Thousands-Block(s) which has any special status or treatment, e.g., restricted use, chatline, etc. shall indicate that in the "Remarks" field on the Part 1A disconnect.

When the CO Code is already a Pooled Central Office (CO) Code (NPA-NXX), SPs shall place a 'D' on the NXD-A screen in BIRRDs prior to submitting the Thousands-Block disconnect. When the CO Code is a Non-pooled Central Office (CO) Code (NPA-NXX) the SP shall build the records for any Thousands-Blocks being retained on the NXD-A screen after the PA has approved the disconnect. At the time the PA processes the disconnect the PA shall update the BCR record in BIRRDs with the Effective Date indicated on the Part 3A.

### 11.1.6

In cases where the Thousands-Block Holder is Exiting the Market voluntarily and returns a Thousands-Block indicating that it is over 10% Contamination (101 TNs or more), the SP shall state in the "Remarks" field of the Part 1A that it is Exiting the Market. The number of contaminated TNs includes the returning Thousands-Block Holder's Unavailable TNs and all other ported TNs identified in NPAC to other SPs. The PA shall request an ad hoc report from the NPAC, generated during off-peak hours, that identifies the SPs and associated quantities of ported TNs in the returned Thousands-Block. This information shall assist the PA in re-allocating the Thousands-Block, if TNs ported to other SPs are found within the Thousands-Block. The PA shall use these reports to provide each potential Thousands-Block Holder with the total number of ported TNs it has, number of SPs with ported TNs, and the total number of ported TNs overall.

If the Thousands-Block being returned by the SP is over 10% contaminated and the SP does not indicate it is Exiting the Market, the PA shall deny the return.

### 11.1.7

Thousands-Block Applicants requiring an Effective Date more than 33 calendar days after the date the PA receives the application shall specify their desired Effective Date. An application without an Effective Date shall be Assigned the standard PA-Assigned minimum Effective Date of 24 calendar days after the Allocation Date; this allows five calendar days for Administrative Operating Company Number (AOCN) entry of data into BIRRDs plus the 19 calendar-day notification interval. The PA shall always assure a minimum of 24 calendar days between the Allocation Date and the Effective Date, unless requested otherwise through the expedite process.

The 21 calendar day notification interval (i.e., from AOCN input of Thousands-Block data into BIRRDs through completion of NPAC processing) is necessary because of some SPs' internal company notification process of 19 calendar days) and the 2-day NPAC update.

A SP request for an expedited Thousands-Block disconnect shall occur on an exception basis. The following procedures enable a SP to request expedited treatment for a disconnect of a Thousands-Block(s). The expedite procedures below do not eliminate the Thousands-Block Holder and PA responsibilities described in Sections 8 and 14.

- a) The requesting SP shall indicate on the Part 1A that this is an expedited request with its desired Effective Date.
  - 1) To expedite all Thousands-Blocks in a multi-block application, the requesting SP shall select "Yes" for Request Expedited Treatment.
  - 2) To expedite one or more but not all Thousands-Blocks in a multi-block application, the SP shall select "No" for Request Expedited Treatment but shall include a statement in the "Remarks" field indicating which Thousands-Block(s) is/are to be expedited.
- b) The PA shall process the application if the application meets the criteria for the disconnect of the Thousands-Block(s) and shall make every effort to process the application in fewer than the current

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maximum seven calendar days. The PA shall expedite such requests when it can do so without failing to meet its seven calendar day application processing interval for other SPs. The PA shall determine the minimum Effective Date for an expedited request based upon the following considerations:

- 1) In the case of a Thousands-Block disconnect, the Effective Date shall be at least nine calendar days after the issuance of the Part 3A. This allows for the PA and AOCN to update BIRRDs for LERG Routing Guide daily updates. The AOCN shall agree to perform the BIRRDs update in two calendar days rather than the usual seven calendar days. This also allows three business days for the NPAC to disconnect the Thousands-Block.

NOTE: SPs requesting expedited treatment of Thousands-Block(s) should be aware that there may be potential impacts to other SPs and customers. This may affect customer service to the extent that a SP is unable to identify the SP to whom a Thousands-Block has been Assigned when responding to a customer trouble report.

### 11.1.8 Blocks Returned in Error

If a SP returns a Thousands-Block to the PA in error and the Thousands-Block disconnect application has been processed but the Effective Date of the return has not yet passed, the SP may cancel the Thousands-Block return in the Pooling Administration System (PAS).

If a SP returns a Thousands-Block to the PA in error and the Thousands-Block disconnect application has been processed, but the Effective Date of the return has passed, and the Thousands-Block is still Available in the Industry Inventory Pool, the SP may retrieve the Thousands-Block by submitting a Part 1A.

- a) If the Thousands-Block is 10% or less contaminated and the SP cannot meet the Months to Exhaust (MTE) and utilization requirements, the SP shall submit a Part 1A to reserve the Thousands-Block while it seeks a safety valve waiver from the appropriate regulatory authority. The SP shall provide a statement of certification including the date the waiver was submitted and the denial tracking number from PAS for the waiver request (if available) to the PA via the "Remarks" field on the Part 1A. Thousands-Blocks shall remain in a reserved status for three (3) months from the date the Part 3A is approved for the Thousands-Block reservation application, unless the Thousands-Block is Assigned or the reservation is cancelled or extended prior to the Thousands-Block reservation expiration date. A SP may request one three (3) month reservation extension if the appropriate regulatory authority has not acted upon the SP's waiver request by the original Thousands-Block reservation expiration date. A SP shall cancel its Thousands-Block(s) reservation immediately when the SP determines that it no longer needs the Thousands-Block(s) or the appropriate regulatory authority denies the SP's waiver request.
- b) If the Thousands-Block is more than 10% contaminated and the SP cannot meet the MTE and utilization requirements, the SP shall submit a Part 1A, and include a statement in the "Remarks" field certifying that the Thousands-Block was returned in error and is more than 10% contaminated. In PAS, the SP shall select the radio button labeled Over-Contaminated Block Exception on the Appendix 2 Thousands-Block Months To Exhaust Certification Worksheet – TN Level, which waives the MTE and utilization requirements and allows the application to be submitted (See PAS User Guide for SPs & SPCs at [www.nationalpooling.com](http://www.nationalpooling.com) for more information).

### 11.1.9 Pooling Administrator (PA) Responsibility

#### 11.1.9.1

The PA as directed by the appropriate state commission point of contact, or by the FCC point of contact, shall reclaim resources in the Service Provider Inventory of Thousands-Block Number Pool participants from both embedded resources as well as Thousands-Blocks Allocated to a SP by the PA.

#### 11.1.9.2

The PA shall contact any Thousands-Block Assignee identified as not having returned to the administrator for Reassignment any Thousands-Block(s) that were:

- a) Allocated, but no longer in use by the Thousands-Block Assignee(s);
- b) Allocated for a service no longer offered;

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- c) Allocated, but not placed In Service within six months of the original Effective Date returned on the Part 3A and entered onto the BCR/BCD screen in BIRRD5;
- d) Allocated, but not used in conformance with these guidelines.

### 11.1.9.3

If the PA has not received a Part 4A during the first five months following the original Effective Date returned on the Part 3A and entered onto the BCR/BCD screen in BIRRD5, then the PA shall send, via facsimile/electronic mail, a reminder notice to the Thousands-Block Assignee. The notice shall be sent during the first ten calendar days of the sixth month, and shall direct the Thousands-Block Assignee to do one of the following by the end of the sixth month after the original Effective Date:

- a) If the Thousands-Block is In Service, submit a Part 4A to the PA;
- b) If the Thousands-Block is no longer needed or not In Service, return the Thousands-Block by submitting a Part 1A;
- c) Or request an extension per Section 11.1.4

If a Thousands-Block is In Service and the Thousands-Block Holder is also the CO Code Holder of the Pooled CO Code, the following shall be submitted to the PA:

- a) If the Pooled CO Code was requested for a dedicated customer, submit the Part 4 Confirmation of CO Code In Service. In the case of a Non-pooled CO Code requested from the PA for a dedicated customer, the SP shall submit the Part 4 to the PA.
- b) If the Pooled CO Code was requested to replenish the pool, submit the Part 4A for each Thousands-Block that was Assigned from the Pooled CO Code.
- c) If the Pooled CO Code was requested to establish an LRN, submit the Part 4A for each Thousands-Block that was Assigned from the Pooled CO Code.

The PA shall then complete and return one Part 4 PA Confirmation of Pooled CO Code In Service to the North American Numbering Plan Administrator (NANPA) to confirm that the Pooled CO Code obtained to replenish the pool or to establish an LRN has been placed In Service.

During the first ten calendar days of each calendar month, the PA shall prepare and forward a spreadsheet of all existing and newly identified delinquent Thousands-Blocks to the appropriate state commission. Spreadsheets for those states that have declined to exercise their Reclamation authority shall be forwarded to the FCC. The PA shall await further direction from the FCC or appropriate state commission for further action. If the FCC or appropriate state commission directs the PA to reclaim the Thousands-Block, the PA shall notify the Thousands-Block Holder advising them of the Effective Date of the disconnect of the Thousands-Block.

If a Part 4A is returned to the PA for a Thousands-Block appearing on the delinquent list and an extension has not been granted, the Part 4A shall be returned to the SP and marked as refused or denied with a reminder for the Thousands-Block Holder to return the Part 4A to the appropriate state commission or to the FCC.

### 11.1.9.4

If the PA has not received a Part 4A by the due date and the SP is no longer able to submit the Part 4A via PAS, then the PA shall send, via facsimile/electronic mail, a notice to the Thousands-Block Assignee. The notice shall be sent one day after the Part 4A due date, and shall direct the Thousands-Block Assignee to do one of the following immediately:

- a) If the Thousands-Block is In Service, submit a manual Part 4A to the appropriate regulatory authority;
- b) If the Thousands-Block is no longer needed or not In Service, return the Thousands-Block by submitting a Part 1A;
- c) Or request an extension from the appropriate regulatory authority per Section 11.1.4

### 11.1.9.5

When confirmed by NPAC that a Thousands-Block has been disconnected in the NPAC, the PA shall make the Thousands-Block Available for Reassignment after 45 calendar days.

### 11.1.9.6

Whether a Thousands-Block is reclaimed or voluntarily returned, the PA is responsible for entering a disconnect view in BIRRDs (BCR record). This information includes the following data elements: Operating Company Number (OCN) of the Thousands-Block Holder, the Thousands-Block line range, Switching Entity/POI and Thousands-Block Reclamation Effective Date.

### 11.1.9.7

If the reclaimed or returned Thousands-Blocks have been entered into the NPAC, the PA shall also notify the NPAC of those Thousands-Blocks by completing the Part 5 Thousands-Block Reclamation Form, Sections A and B. Notification should include the Thousands-Block range and the Effective Date of the return. Upon completion of Reclamation at the NPAC, the NPAC shall notify the PA and Thousands-Block Holder that the Thousands-Block has been removed from the NPAC by completing, Part 5, Section C.

In cases where Thousands-Blocks are voluntarily returned, the PA shall request an ad hoc report from NPAC within seven calendar days of providing a Part 3A suspend to the Thousands-Block Holder. While the NPAC has no specific timeframe in which to provide the ad hoc report to the PA, the NPAC is usually able to provide the report within seven calendar days of the PA's request. Within seven calendar days of receiving the ad hoc report from the NPAC, the PA shall review the report to determine the Thousands-Block's level of Contamination and provide the appropriate Part 3A approval or denial to the Thousands-Block Holder. Thousands-Blocks may only be voluntarily returned with over 10% Contamination when the SP is Exiting the Market (see Section 11.1.6), in which case a second Part 3A shall not be provided until a new Thousands-Block Holder is found.

If the Thousands-Block being returned by the SP is 10% or less contaminated, the PA shall approve the return.

If the Thousands-Block being returned by the SP is over 10% contaminated and the SP does not indicate it is Exiting the Market, the PA shall deny the return.

If the only active or pending Local Number Portability (LNP) Ports on the Thousands-Block are ISP Ports in a Thousands-Block that is over 10% contaminated, the PA shall, within seven calendar days of receiving the ad hoc report from the NPAC, process a Part 3A denial. The PA shall provide on the Part 3A the reason for the denial.

If there are active or pending LNP Ports to SPs other than the Thousands-Block Holder in a Thousands-Block that is over 10% contaminated and the SP returning the Thousands-Block has indicated that it is Exiting the Market, the PA shall, within seven calendar days of receiving the ad hoc report from the NPAC, first contact the SP with the most ports, providing the number of ports for the SP in the email, requesting that the SP become the new Thousands-Block Holder. The SP with the most ports shall have five business days from the date of receipt of the PA's notification to respond with a complete and accurate Part 1A Thousands-Block modification inter-OCN (transfer) request. If the SP with the most ports does not respond, the PA shall contact all affected SPs shown on the NPAC report requesting that one of those SPs become the new Thousands-Block Holder. The SPs with ported TNs shall have five business days from the date of receipt of the PA's notification to respond with a complete and accurate Part 1A Thousands-Block modification inter-OCN (transfer) request. If this Thousands-Block shall be the Initial Block for the Rate Center, the SP shall ensure that it satisfies the license and/or Certification and facilities readiness requirements and provide the appropriate documentation with the request. MTE and utilization requirements are waived when accepting a Thousands-Block that is over 10% contaminated. The PA shall use the latest contact information that Pooling Administration has on file for the impacted SPs with ported TNs. SPs also may designate a special contact for this purpose by providing contact information to the PA.

- a) The first SP to respond to the PA with a complete and accurate Part 1A Thousands-Block modification inter-OCN (transfer) request shall become the new Thousands-Block Holder. Only the receipt of a Part 1A Thousands-Block modification inter-OCN (transfer) request via PAS shall be accepted as an official request. The PA shall process the Thousands-Block transfer request and provide a Part 3A to the new Thousands-Block Holder. The PA also shall notify all SPs on the original distribution that a new Thousands-Block Holder has been selected.

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- b) After processing and approving the Thousands-Block modification inter-OCN (transfer) request, the PA shall process a Part 3A denial for the disconnect to the original Thousands-Block Holder and provide the Thousands-Block transfer Effective Date on the Part 3A.
- c) The PA shall modify the existing BCR record in BIRRRDS from the original Thousands-Block Holder's information to the new Thousands-Block Holder's information upon approval of the Thousands-Block transfer.

If no SPs respond within five business days or all decline to become the new Thousands-Block Holder, the PA shall request the appropriate regulatory authority's approval to disconnect the ports effective 30 calendar days from the date the email is sent and return the pristine Thousands-Block back into the Industry Inventory Pool. If the appropriate regulatory authority directs the PA to disconnect all ports, via written confirmation, email or fax, the PA shall provide the NPAC with written notice from the appropriate regulatory authority in order for the NPAC to remove all records in its database related to the Thousands-Block, including ISP Ported TNs.

Over-contaminated Thousands-Blocks shall not be placed back into the Industry Inventory Pool and shall not be considered part of the Industry Inventory Pool for pool replenishment purposes.

## 11.2 Pooled Central Office (CO) Codes (NPA-NXX)

### 11.2.1

A CO Code Holder is an Assignee of a full Central Office (CO) Code (NPA-NXX). CO Code Holders can either be Thousands-Block Number Pool participants, or not. CO Code Holders who are Thousands-Block Number Pool participants shall submit disconnects for Pooled CO Codes to the Pooling Administrator (PA).

### 11.2.2

Reclamation refers to the process by which Service Providers (SP) are required to return CO Codes to the PA or North American Numbering Plan Administrator (NANPA).<sup>261</sup> State commissions have the authority to investigate and determine whether CO Code Holders have activated CO Codes Assigned to them within the applicable time frames. A state commission may request proof from all CO Code Holders that CO Codes have been activated and assignment of the numbers has commenced.<sup>262</sup> The PA and NANPA shall abide by the state commission's determination.<sup>263</sup> If a state commission declines to exercise the authority delegated to it, the NANPA shall notify the FCC with respect to CO Code Reclamation.<sup>264</sup> Such circumstances are under the direction of a regulatory authority. SPs shall have an opportunity to explain the circumstances causing the delay in activating and commencing assignment of their Pooled CO Codes to the appropriate regulatory authority prior to Reclamation of the Pooled CO Code(s).<sup>265</sup>

### 11.2.3

A SP shall return a Pooled CO Code, when:

- a) it is no longer needed for the purpose for which it was requested and Assigned;
- b) the service it was Assigned for is disconnected; or

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<sup>261</sup> 47 CFR § 52.15 (i) (1)

<sup>262</sup> 47 CFR § 52.15 (i) (2)

<sup>263</sup> 47 CFR § 52.15 (i) (5)

<sup>264</sup> 47 CFR § 52.15 (i) (7)

<sup>265</sup> 47 CFR § 52.15 (i) (4)

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- c) the Pooled CO Code(s) was not placed In Service<sup>266</sup> within six months from the original Effective Date returned on the Part 3 Central Office Code Administrator's Response/Confirmation and entered on the ACD screen in BIRRDS

The CO Code Assignee shall apply to the appropriate state commission point of contact for an extension date. The CO Code Assignee shall apply to the appropriate FCC point of contact if the appropriate state commission has declined to exercise its delegated Reclamation authority.<sup>267</sup> If an extension is approved, the regulator shall notify the CO Code Assignee and the NANPA of the new In Service deadline and to whom the Part 4 Confirmation of CO Code In Service should be sent. A list of appropriate state commission contacts and the FCC point of contact for those state commissions who decline to exercise their authority can be located at <http://www.nanpa.com>.

### 11.2.4

For any Pooled CO Codes identified as not having been returned to the appropriate administrator for Reassignment, the NANPA shall contact the PA for any Pooled CO Codes Assigned after the Pool Start/Allocation Date.

Pooled CO Codes shall be returned for the following reasons:

- a) Assigned, but no longer in use by the CO Code Assignee(s);
- b) Assigned to a service no longer offered;
- c) Assigned, but not placed In Service within six months from the original Effective Date returned on the Part 3 and entered on the ACD screen in BIRRDS;
- d) Assigned, but not used in conformance with these assignment guidelines

The NANPA shall contact the PA for inquiries about return of Pooled CO Codes that are in a Thousands-Block Number Pool.

### 11.2.5

Thousands-Blocks (NPA-NXX-X) that were previously donated or returned by the original CO Code Holder shall remain in the pool.

### 11.2.6

These guidelines also apply in Jeopardy/rationing situations.

### 11.2.7

Reasonable efforts should be taken to re-establish a CO Code Holder in order to maintain default routing. The incumbent CO Code Holder shall continue to maintain default routing until the approved return is effective or the CO Code transfer is effective. Should the CO Code Holder vacate their responsibilities, calls to the donor Switching Entity/Point of Interconnection (POI) shall not be processed.

### 11.2.8

A SP has the option to refuse a CO Code re-allocation, but should provide an explanation to the NANPA or Pooling Administrator (PA) for its refusal. Refusal shall not adversely impact any pending CO Code/Thousands-Block assignment request because it is unrelated to the re-allocation.

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<sup>266</sup> See definition of "In Service" in the Glossary.

<sup>267</sup> 47 CFR § 52.15 (i) (2)

**11.2.9**

When a CO Code is re-Allocated to another SP, the CO Code is considered to be re-Allocated rather than re-Assigned; therefore, the SP does not have to meet the Months to Exhaust (MTE) and utilization criteria for this CO Code.

**11.2.10**

When a CO Code is re-Allocated, the new CO Code Holder and the old CO Code Holder (when operational) should work together to discuss whether it is more appropriate to transfer the CO Code in the Number Portability Administration Center (NPAC) using the Coordinated Industry Effort Process or the LNP NANC 323 SPID Migration Process. This decision should be based on the quantity and type of customers involved, and the agreement of the involved SPs that would have to coordinate the change. It is recommended that the Coordinated Industry Effort Process be considered when there are 5 or fewer SPs involved and less than 150 subscription versions (SVs). If that process cannot be used, then the NANC 323 SPID Migration Process is the preferred method. The following describes the available processes:

- a) The Coordinated Industry Effort Process is a coordinated manual delete/recreate update of the affected CO Code records. The new CO Code Holder should identify the number of ported and/or pooled Telephone Numbers (TN) within the CO Code(s) to be transferred and the number of involved SPs to determine if this option is feasible. Based on the number of involved SPs, the new CO Code Holder should coordinate a conference call among all affected SPs to determine if the delete/recreate process is acceptable among all affected SPs. Affected SPs should note that the delete/recreate process is service-affecting for those ported and/or pooled customers. The type of customer should also be considered when determining if this option is feasible. If the Coordinated Industry Effort process is deemed acceptable, the affected SPs shall coordinate the deletion and recreation of all ported and/or pooled TN records in the CO Code(s). It is recommended that this process should be considered when there are five or fewer SPs involved and fewer than 150 ported TNs and no pooled Thousands-Blocks (see NANC LNPA WG Best Practices posted on the NPAC Public Site (see NPAC contact information in Glossary).
- b) The LNP NANC 323 SPID Migration Process is a coordinated update of the SPID attribute in the NPA-NXX, NPA-NXX-X, Location Routing Number (LRN) as well as the respective SV or number pool block record. This process supports NPAC Users that require assistance migrating Local Number Portability (LNP) data associated with one SPID to one or more other SPIDs. If after considering the Coordinated Industry Effort Process, the SP that is receiving the CO Code ultimately determines that a NANC 323 SPID migration is to be scheduled after considering the responses from the SPs impacted by the migration, the receiving SP shall initiate the request by issuing a SPID Migration Request Form ("Form") to the NPAC, specifying the migrating CO Codes and affected LNP data. This Form and the associated M&Ps are posted in the NPAC Secure Site, under the 'NPAC M&Ps' button. To access the Secure Site, go to the NPAC Public Site (see NPAC contact information in Glossary) and click on the 'Customer Portal' button to login to the secure area.

**11.2.11 Voluntary Returns of Pooled CO Codes****11.2.11.1**

A SP that voluntarily returns:

- a) A Pooled CO Code containing Thousands-Blocks Assigned to other SPs shall not be allowed to keep any LRNs, Assigned Thousands-Blocks or retained Thousands-Blocks from the CO Code (unless it identifies an exception from Section 11.2.11.2), however, the SP shall be allowed to retain any intra or inter SP ports. Prior to submitting a Part 1 Central Office Code (NPA-NXX) Application to return a Pooled CO Code containing Thousands-Blocks Assigned to other SPs, the CO Code Holder shall remove its LRNs and return any Assigned and/or retained Thousands-Blocks which are 10% or less contaminated. When the NPAC report shows an LRN that is not assigned to the code holder returning the code, the PA or NANPA shall request the NPAC to remove the LRN. NANPA shall deny the return of a Pooled CO Code with Thousands-Blocks Assigned to other SPs if the CO Code Holder has LRNs, Assigned Thousands-Blocks, retained Thousands-Blocks (unless the SP identified an exception from Section 11.2.11.2) or if a new CO Code Holder cannot be found. NANPA shall indicate on the Part 3 to the CO Code Holder the reason for the denial.

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- b) A Pooled CO Code containing no Thousands-Blocks Assigned to other SPs shall not be allowed to keep any numbers (including ISP Ported TNs), Assigned Thousands-Blocks, retained Thousands-Blocks or LRNs from the Pooled CO Code (unless it identifies an exception from Section 11.2.11.2). Prior to submitting a Part 1 to return a Pooled CO Code that does not contain Thousands-Blocks Assigned to other SPs, the CO Code Holder shall remove its LRNs, intra and inter SP ports, and return Assigned and/or retained Thousands-Blocks which are 10% or less contaminated. When the NPAC report shows an LRN that is not assigned to the code holder returning the code, the PA or NANPA shall request the NPAC to remove the LRN. NANPA shall deny the return of a Pooled CO Code that does not contain Thousands-Blocks Assigned to other SPs if the CO Code Holder has LRNs, intra or inter SP ports, Assigned Thousands-Blocks or retained Thousands-Blocks (unless the SP identified an exception from Section 11.2.11.2). NANPA shall indicate on the Part 3 to the CO Code Holder the reason for the denial.

### 11.2.11.2

A SP that voluntarily returns a Pooled CO Code shall only be allowed to keep Thousands-Blocks in a Pooled CO Code (including any numbers that the SP may have Intra-Service Provider (ISP) Ported) if the CO Code is being returned for any of the following reasons:

- a) Regulatory Direction – CO Code Holder change or for any reason a regulatory authority deems appropriate
- b) CO Code Holder inability to meet the Part 3 Effective Date - The SP is unable to meet the CO Code Holder of a Pooled CO Code responsibilities by the Part 3 Effective Date but still needs the Thousands-Block(s) from the Pooled CO Code, other SPs have Thousands-Blocks Assigned from the Pooled CO Code, and one of those Thousands-Block Holders has agreed to become the new CO Code Holder of the Pooled CO Code

In either case, the SP shall provide the reason for returning the Pooled CO Code in the “Comment” field on the Part 1. When a valid reason is provided, the PA shall proceed with the request to transfer CO Code Holder responsibilities. The CO Code Holder assuming responsibilities shall submit a Part 1 modification to the PA.

If no reason is provided, the PA shall assume that neither of the above two exceptions apply and proceed with the application for the Part 1 Return per the process in the applicable subsequent paragraphs.

### 11.2.11.3

The SP returning the Pooled CO Code has the responsibility to assure that affected parties, especially any end-users, are notified consistent with state or regulatory requirements.

### 11.2.11.4

In addition, before submitting the Part 1 to return a Pooled CO Code to the PA, it is the responsibility of the SP returning the Pooled CO Code to remove any LRN record it has associated with the returned Pooled CO Code, and all ported in TNs from other CO Codes that are associated with that LRN shall be migrated to another LRN that is not within the returned Pooled CO Code. If there are no Assigned Thousands-Blocks to other SPs, all ISP Ports within the returned Pooled CO Code shall be disconnected, as the returning CO Code Holder shall not be allowed to retain any numbers from the returned Pooled CO Code. In addition, if the Pooled CO Code is being disconnected, the Pooled CO Code shall be disconnected in the NPAC as well.

### 11.2.11.5

In the event that a Pooled CO Code dedicated for a single customer’s use received through the PA has not been placed into service (meaning there is no Part 4 on file and there are no ported TNs, LRNs, or Assigned numbers in the Pooled CO Code), the returning SP shall include in the “Remarks” field of the Part 1 a statement that the Pooled CO Code has not been placed into service. In this specific instance, the SP shall not submit Thousands-Block disconnects for the Assigned Thousands-Blocks.

The PA shall forward the Pooled CO Code return, and associated NPAC report to NANPA. Upon receiving a Part 3 approval of the Pooled CO Code disconnect from NANPA, the PA shall complete the return of the Pooled CO

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Code dedicated for a single customer's use and create Part 5 Thousands-Block Reclamation Forms to disconnect all subtending Thousands-Blocks, using the Effective Date indicated on the Part 3.

If there are LRNs or ported TNs identified on the NPAC report, the PA shall forward the request and associated NPAC report to NANPA. If the ports are to SPs other than the CO Code Holder, NANPA shall direct the CO Code Holder to submit a Part 4 and then submit the Thousands-Block/CO Code disconnects. If there are only LRN or ISP Ports identified on the NPAC report, NANPA shall deny the CO Code return.

### 11.2.11.6

A CO Code Holder has the option to donate/return all 10 Thousands-Blocks to the Industry Inventory Pool, if it is still able to maintain the responsibilities outlined in Section 8.2.4, has disconnected any Test Numbers within the Thousands-Blocks prior to Donation/returning the Thousands-Block(s), and there is no LRN established within any of the Thousands-Blocks.

### 11.2.11.7

If the CO Code Holder of a Pooled CO Code no longer provides service in the Rate Center associated with the Pooled CO Code, it shall notify the PA. SPs shall not enter Pooled CO Code disconnect information in appropriate databases until both the PA and NANPA have approved the request to return the Pooled CO Code and have responded with their respective Part 3 and Part 3A Pooling Administrator's Response/Confirmation dispositions. The CO Code Holder of a Pooled CO Code shall return all Thousands-Blocks in the Pooled CO Code to the Industry Inventory Pool prior to returning a Pooled CO Code.

### 11.2.11.8

CO Code Applicants shall request an Effective Date at least 66 calendar days after the request is submitted to the PA via the Pooling Administration System (PAS). The 66-calendar day interval is derived by adding the 21 days<sup>268</sup> allotted to CO Code request processing (by the PA and the NANPA) and Administrative Operating Company Number (AOCN) input to the industry standard of 45 days for CO Code activation. The CO Code activation interval begins on the date the Pooled CO Code is input into BIRRDS. If the AOCN does not enter the information in sufficient time to allow a 45-day activation interval prior to the Effective Date, the Effective Date shall be automatically changed in the appropriate TRA databases to ensure a minimum 45-day activation interval.

Applications to disconnect a Pooled CO Code in fewer than 66 calendar days (see above) increase the potential for call blocking and/or billing errors and should be avoided except in emergency cases. If a SP shall seek an expedite, the burden of implementation is borne by that SP and does not obligate any other SP to activate the CO Code in fewer than 45 days.

If a SP shall request an expedite, the expedite request and the necessary expedite documentation shall accompany the Part 1 application to disconnect a CO Code in fewer than the standard industry interval of 66 days.

a) The expedited 21-day Interval activities:

- 1) In addition to submitting the Part 1 to the PA, the SP obtains agreement from its AOCN to input the Part 2 data within a specific negotiated time period. This can reduce the AOCN period down from 7 days. The SP shall provide written confirmation to the PA of the reduction of the 7 days. In the case where an Applicant/CO Code Holder acts as its own AOCN, the Applicant/CO Code Holder should indicate so on the Part 1. Doing so will reduce the AOCN period down from 7 days.
- 2) Then, the SP submits the Part 1 through the PA with the attached confirmation from the AOCN if applicable. When the SP requests to receive the "earliest Effective Date" on the Part 1, NANPA shall reduce the Effective Date to the earliest date without compromising the 45-day CO Code activation interval from the date NANPA processes the request.

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<sup>268</sup> The 21-day interval is the combination of 7 calendar days for the Pooling Administrator (PA), 7 calendar days for the North American Numbering Plan Administrator (NANPA), and 7 calendar days for the Administrative Operating Company Number (AOCN).

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- b) The expedited 45-day Interval activities:
  - 1) The SP shall follow the Next Generation Interconnection and Interoperability Forum (NGIIF) procedures to expedite the 45-day CO Code activation process.<sup>269</sup>
  - 2) To disconnect an existing Pooled CO Code, NANPA may have a direct role such as entering changes to data on the BIRRDs ACD screen. For disconnects, NANPA has the direct role of entering the Effective Date of the disconnect on the ACD screen. If an expedite is approved, the expedite information shall be entered in the BIRRDs ACD screen as well. Under no circumstances shall a disconnect interval of less than 30 days be approved by the NANPA.

### 11.2.12

This section describes the responsibilities of NANPA, the PA, and SPs in situations when a SP is returning Pooled CO Codes that contain Assigned or retained Thousands-Blocks and/or ported TNs and a new CO Code Holder shall be selected with minimal impact on existing customers. The specific circumstances addressed cover:

- a) Voluntary Return of Pooled CO Codes with no Thousands-Blocks Assigned to another SP
- b) Voluntary Return of Pooled CO Codes with Thousands-Blocks Assigned to other SPs and the CO Code Holder has no working numbers
- c) Voluntary Return of Pooled CO Codes with Thousands-Blocks Assigned to other SPs and the CO Code Holder is retaining working numbers

#### 11.2.12.1

CO Code Holders that voluntarily return a Pooled CO Code containing no Thousands-Blocks Assigned to another SP.

##### 11.2.12.1.1

In the case where there are no Thousands-Blocks Assigned to SPs other than the CO Code Holder, and the returning SP still maintains Assigned Thousands-Blocks, retained Thousands-Blocks, working numbers (including intra and/or inter SP ports) or LRNs, the PA shall advise NANPA and provide the NPAC report to NANPA, in order for NANPA to deny the return of the Pooled CO Code (unless the SP identified an exception from Section 11.2.11.2). NANPA shall inform the CO Code Holder of the specific reason the return was denied.

When such a CO Code return request is denied, the incumbent CO Code Holder shall make the appropriate updates (e.g. disconnect retained or assigned blocks, disconnect ISPs and remove LRNs) prior to resubmitting the application to return the Pooled CO Code.

##### 11.2.12.1.2

In the case where no Thousands-Blocks are Assigned to SPs other than the CO Code Holder, and the returning SP has no Assigned Thousands-Blocks, retained Thousands-Blocks, working numbers (including intra and/or inter SP ports) or LRNs, the PA shall use the data from the NPAC ad hoc report to determine if there are ported TNs to SPs other than the CO Code Holder.

If there are no active or pending Local Number Portability (LNP) ports, including ISP Ports and LRNs, the PA shall forward the original Part 1 return to the NANPA along with a copy of the NPAC ad hoc report indicating that the NPAC report showed no active or pending Local Number Portability (LNP) Ports or LRNs and to proceed with the return.

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<sup>269</sup> For more information, refer to the latest issue of ATIS-0300046, Next Generation Interconnection Interoperability Forum (NGIIF) "Recommended Notification Procedures to Industry for Changes in Access Network Architecture."

**11.2.12.1.3**

In the case where no Thousands-Blocks are Assigned to SPs other than the CO Code Holder, and the returning SP has no Assigned Thousands-Blocks, retained Thousands-Blocks, working numbers (including intra and/or inter SP ports) or LRNs, and there are active or pending LNP Ports to a SP other than the CO Code Holder the PA shall:

- a) Create a Part 3A suspend informing the SP that a new CO Code Holder is needed. The PA shall request the original CO Code Holder to maintain default routing until a new CO Code Holder is found. An edit in BIRRDs prevents the original CO Code Holder from creating a disconnect view on the NXD.
- b) First email the SP(s) with the most ports, requesting the SP to become the new CO Code Holder, and providing in the email notification the number of ports for the SP, the number of SPs with ported TNs and the total number of ported TNs overall. The PA shall note that the SP with the most ports is expected to become the new CO Code Holder unless a technical reason prevents the SP from doing so. The PA shall provide a specific response due date, which is 10 calendar days from the date of email issuance.
- c) The SP(s) with the most ports shall respond on or before the specific response due date (i.e., within 10 calendar days) with a complete and accurate Part 1 intercompany OCN change request, or email the PA with an explanation why the SP cannot become the new CO Code Holder.
- d) If the SP(s) with the most ports cannot become the new CO Code Holder or does not respond, the PA shall email all SPs with ported TNs informing them of the CO Code Holder's intention to disconnect. The PA shall provide each potential CO Code Holder with the total number of ported TNs it has, the number of SPs with ported TNs, and the total number of ported TNs overall. The PA shall provide a specific response due date, which is 10 calendar days from the date of email issuance. The PA shall use the latest contact information that Pooling Administration has on file for the impacted SPs. Further, SPs also may designate a special contact for this purpose by providing contact information to the PA.
- e) The SPs with ported TNs shall respond on or before the specific response due date (i.e., within 10 calendar days) with a complete and correct CO Code Part 1 intercompany OCN change request, or email the PA with an explanation why they cannot become the new CO Code Holder.
- f) The first SP with ported TNs to respond with a complete and correct Part 1 shall become the new CO Code Holder.<sup>270</sup> Only the receipt of a Part 1 by the PA shall be accepted as an official request for the Pooled CO Code. The PA shall forward the Part 1 intercompany OCN change request, along with the original Part 1 returning the Pooled CO Code to NANPA as a Pooled CO Code Reassignment and provide a Part 3A to the original CO Code Holder and the new CO Code Holder.

The PA also shall notify all SPs with ported TNs that were previously contacted that a new CO Code Holder has been selected.

- g) If a SP agrees to assume responsibility for the Pooled CO Code and to expedite its activation, the SP shall indicate the latter by providing accompanying written documentation with the Part 1 agreeing to a shortened activation interval date.<sup>271</sup> The documentation also shall indicate that the activation interval shall not be less than 30 calendar days. The NANPA shall not grant an expedited effective date if there is no accompanying written documentation.
- h) NANPA shall process the Part 1 and provide a Part 3 to the new CO Code Holder and the PA.<sup>272</sup> The entry in the "Switching Identification (Switching Entity/POI)" field shall be an active Common Language Location Code (CLLI Code), one of the valid network entity types appropriate for CO Code assignment, and built in BIRRDs, otherwise NANPA shall deny the application. If the Switching Entity/POI populated in Section 1.2 of the Part 1 is not under the ownership or control of the Applicant, the Applicant shall provide documentation (e.g., letter of authorization) allowing this use, otherwise NANPA shall deny the application. NANPA shall retain this documentation on file and the Applicant may reference it in the "Comments" field of the Part 1 on future applications utilizing the same Switching Entity/POI instead of providing the

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<sup>270</sup> Months to Exhaust (MTE) and utilization requirements are waived.

<sup>271</sup> See Section 8.2.

<sup>272</sup> The North American Numbering Plan Administrator (NANPA) and the Pooling Administrator (PA) shall work with the new CO Code Holder to determine if a Part 4 Confirmation of CO Code In Service is necessary.

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documentation again. NANPA shall retain the documentation until the authorizing SP indicates that the authorization has been revoked. NANPA shall provide a Part 3 Denial to the SP returning the Pooled CO Code, indicating that a new CO Code Holder has been found and provide the Effective Date of the Reassignment to the new CO Code Holder.<sup>273</sup>

- i) NANPA shall include in the Part 3 to the new CO Code Holder the contact name, telephone number, and e-mail address of the SP returning the Pooled CO Code. NANPA also shall include in the Part 3 to the SP returning the Pooled CO Code the contact information of the new CO Code Holder. In either case, a SP may decline to have its information included, and shall indicate as such on the Part 1.
- j) After receiving the Part 3s from NANPA the PA shall respond with a Part 3A to the new CO Code Holder and the previous CO Code Holder.
- k) The PA shall modify all of the available Thousands-Blocks within the transferring Pooled CO Code to be effective 1 calendar day after the Part 3 Effective Date of the transfer. This step shall ensure that the new CO Code Holder has sufficient time to make the necessary NPAC updates.

### 11.2.12.1.4

In the case where no Thousands-Blocks are Assigned to SPs other than the CO Code Holder, and the returning SP has no Assigned Thousands-Blocks, retained Thousands-Blocks, working numbers (including intra and/or inter SP ports) or LRNs, and there are active or pending LNP Ports to SPs other than the CO Code Holder, but no SPs with ported TNs responded within 10 calendar days, or all refused to become the new CO Code Holder by the date specified in the email notification then the PA shall:

- a) Forward the original Part 1 return to the NANPA along with a copy of the NPAC ad hoc report indicating that the NPAC report showed active and/or pending ports to the other SPs. The PA shall indicate that no SPs responded to requests to become the CO Code Holder and/or all refused to become the new CO Code Holder.

then the NANPA shall:

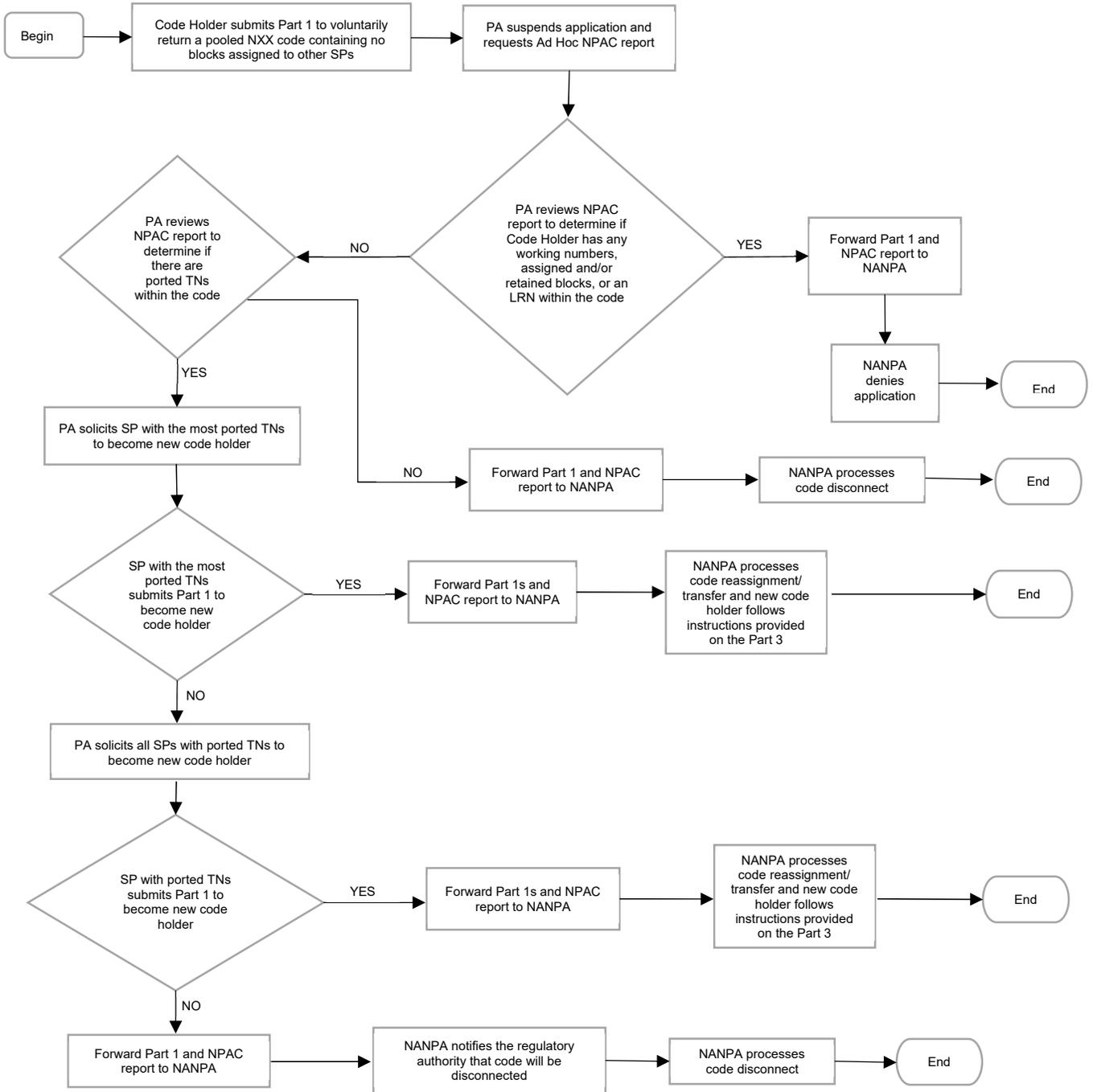
- a) Notify the appropriate regulatory authority and the SPs with ported TNs that no SP has submitted a valid Part 1 to become the CO Code Holder, so the Pooled CO Code shall be disconnected, resulting in customers with ported TNs within the CO Code being disconnected as well.
- b) Issue a Part 3 Approval to the PA and original CO Code Holder approving the Pooled CO Code return and the CO Code disconnect Effective Date. NANPA shall update and post to the NANPA web page a report titled "Part 3 Disconnects." This report shall contain all disconnects processed by NANPA.
- c) Create the disconnect view on the ACD screen in BIRRDS when the return is approved. The SP returning the Pooled CO Code subsequently shall enter the disconnect view on the NXD screen in BIRRDS. An edit in BIRRDS ensures that the CO Code disconnect Effective Date on the NXD screen matches the CO Code disconnect Effective Date on the ACD screen. Delays in entering the disconnect view on the NXD screen in BIRRDS may cause a later than anticipated disconnect Effective Date on the Pooled CO Code due to the automatic rescheduling mechanism in BIRRDS to preserve the industry notification timeframe.
- d) Provide the NPAC with written notification that the SP has terminated service in order for NPAC to remove all records (e.g., ported TNs) in its database related to the reclaimed Pooled CO Code after the effective disconnect date.

Following is a flow chart depicting the processes outlined in Section 11.2.12.1 above.

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<sup>273</sup> It is the responsibility of the new CO Code Holder to contact the original CO Code Holder if the Pooled Central Office (CO) Code (NPA-NXX) transfer does not occur on the Effective Date originally indicated on the Part 3 Central Office Code Administrator's Response/Confirmation denial so that the original CO Code Holder can continue to maintain default routing until the new Effective Date.

Section 11.2.12.1 Flow chart: Code Holders that voluntarily return a pooled NXX code containing no blocks assigned to another SP



11.2.12.2

CO Code Holders that voluntarily return a Pooled CO Code containing Thousands-Blocks Assigned to other SPs and the CO Code Holder has no working numbers (including intra and/or inter SP ports) in the Pooled CO Code.

**11.2.12.2.1**

In the case where there are Thousands-Blocks Assigned to Thousands-Block Holders other than the CO Code Holder, and the CO Code Holder has no working numbers (including intra and/or inter SP ports), but the returning SP still maintains Assigned Thousands-Blocks, retained Thousands-Blocks or LRNs, the PA shall advise and provide the NPAC report to NANPA in order for NANPA to deny the return of the Pooled CO Code (unless the SP identified an exception from Section 11.2.11.2). NANPA shall inform the CO Code Holder of the specific reason the return was denied.

When such a CO Code return request is denied, the incumbent CO Code Holder shall make the appropriate updates (e.g., disconnect retained or assigned blocks, disconnect ISPs and remove LRNs) prior to resubmitting the request to return the Pooled CO Code.

**11.2.12.2.2**

In the case where there are Thousands-Blocks Assigned to Thousands-Block Holders other than the CO Code Holder, and the CO Code Holder has no Assigned Thousands-Blocks, retained Thousands-Blocks, working numbers (including intra and/or inter SP ports), or LRNs the PA shall:

- a) Create a Part 3A suspend informing the SP that a new CO Code Holder is needed. The PA shall request the original CO Code Holder to maintain default routing until a new CO Code Holder is found. An edit in BIRRDS prevents the original CO Code Holder from creating a disconnect view on the NXD.
- b) First email the SP(s) with the most Thousands-Blocks, requesting the SP to become the new Code Holder, and in the email notification identify the assigned or retained blocks within the CO Code and the Thousands-Block Holder of Each Thousands-Block. In the email notification, the PA also shall note that the SP with the most Thousands-Blocks is expected to become the new CO Code Holder unless a technical reason prevents the SP from doing so. The PA shall provide a specific response due date, which is 10 calendar days from the date of email issuance.
- c) The SP(s) with the most Thousands-Blocks shall respond on or before the specific response due date (i.e., within 10 calendar days) with a complete and accurate Part 1 intercompany OCN change request, or email the PA with an explanation of why the SP cannot become the new CO Code Holder.
- d) If the SP(s) with the most Thousands-Blocks cannot become the new Code Holder or does not respond, the PA shall email all Thousands-Block Holders informing them of the CO Code Holder's intention to disconnect. In the email notification, the PA shall identify the assigned or retained Thousands-Blocks within the CO Code, the Thousands-Block Holder of each Thousands-Block, and note that a Thousands-Block Holder is expected to become the new Code Holder unless there is a technical reason preventing them from doing so. The e-mail shall include a statement that the SP(s) with the most Thousands-Blocks did not submit a Part 1 or notify the PA that it could not become the new code holder, and that SPs with ported TNs should not be expected to become the new CO Code Holder when there are Thousands-Blocks assigned within the code. The PA shall provide a specific response due date, which is 10 calendar days from the date of email issuance. The PA shall use the latest contact information that Pooling Administration has on file for the impacted Block Holder(s). Further, SPs also may designate a special contact for this purpose by providing contact information to the PA.
- e) The Thousands-Block Holders shall respond on or before the specific response due date (i.e., within 10 calendar days) with a complete and correct CO Code Part 1 intercompany OCN change request, or email the PA with an explanation why they cannot become the new Code Holder.
- f) The first Thousands-Block Holder to respond with a complete and correct Part 1 shall become the new CO Code Holder.<sup>274</sup> Only the receipt of a Part 1 by the PA shall be accepted as an official request for the Pooled CO Code. The PA shall forward the Part 1, along with the original Part 1 returning the Pooled CO Code to NANPA as a Pooled CO Code Reassignment and provide a Part 3A to the original CO Code Holder and the new CO Code Holder. The PA also shall notify all Thousands-Block Holders that were previously contacted that a new CO Code Holder has been selected.

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<sup>274</sup> Months to Exhaust (MTE) and utilization requirements are waived.

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- g) If no Thousands-Block Holders respond to the request for a new CO Code Holder, the PA shall use the data from the NPAC ad hoc report to determine if there are ported TNs to SPs other than the CO Code Holder and the Thousands-Block Holders. If there are ported TNs to SPs other than the Code Holder and the Thousands-Block Holders, the PA shall first email the SP(s) with the most ports, requesting the SP to become the new CO Code Holder, and providing in the email notification the number of ports for the SP, the number of SPs with ported TNs and the total number of ported TNs overall. The PA shall note that the SP with the most ports is expected to become the new CO Code Holder unless a technical reason prevents the SP from doing so. The PA shall provide a specific response due date, which is 10 calendar days from the date of email issuance.
- h) The SP(s) with the most ports shall respond on or before the specific response due date (i.e., within 10 calendar days) with a complete and accurate Part 1 intercompany OCN change request, or email the PA with an explanation why the SP cannot become the new Code Holder.
- i) If the SP(s) with the most ports cannot become the new CO Code Holder or does not respond, the PA shall email all SPs with ported TNs informing them of the Code Holder's intention to disconnect. The PA shall provide each potential CO Code Holder with the total number of ported TNs it has, the number of SPs with ported TNs, and the total number of ported TNs overall. The PA shall provide a specific response due date, which is 10 calendar days from the date of email issuance. The PA shall use the latest contact information that Pooling Administration has on file for the impacted SPs. Further, SPs also may designate a special contact for this purpose by providing contact information to the PA.
- j) The SPs with ported TNs shall respond on or before the specific response due date (i.e., within 10 calendar days) with a complete and correct CO Code Part 1 intercompany OCN change request, or email the PA with an explanation why they cannot become the new CO Code Holder.
- k) The first SP with ported TNs to respond with a complete and correct CO Code Part 1 shall become the new Code Holder.<sup>275</sup> Only the receipt of a CO Code Part 1 by the PA shall be accepted as an official request for the Pooled CO Code. The PA shall forward the CO Code Part 1 intercompany OCN change request, along with the original CO Code Part 1 returning the Pooled CO Code to NANPA as a Pooled CO Code reassignment/transfer and provide a Part 3 to the original Code Holder and the new Code Holder.
- l) The PA also shall notify all Thousands-Block Holders and SPs with ported TNs that were previously contacted that a new CO Code Holder has been selected.
- m) If an SP agrees to assume responsibility for the Pooled CO Code and to expedite<sup>276</sup> its activation, the SP shall indicate the latter by providing accompanying written documentation with the CO Code Part 1 agreeing to a shortened activation interval date (see Section 9.2.8). The documentation also shall indicate that the activation interval shall not be less than 30 calendar days. The NANPA shall not grant an expedited effective date if there is no accompanying written documentation.
- n) NANPA shall process the CO Code Part 1 and provide a CO Code Part 3 to the new CO Code Holder and the PA.<sup>277</sup> The entry in the Switching Entity/POI field shall be an active Common Language@ Location Code (CLLI™ Code), one of the valid network entity types appropriate for CO Code assignment, and built in BIRRDs, otherwise NANPA shall deny the application. If the Switching Entity/POI populated in Section 1.2 of the Part 1 form is not under the ownership or control of the applicant, the applicant shall provide documentation (e.g. letter of authorization) allowing this use, otherwise NANPA shall deny the application. NANPA shall retain this documentation on file and the applicant may reference it in the comments field of the Part 1 on future applications utilizing the same Switching Entity/POI instead of providing the documentation again. NANPA shall retain the documentation until the authorizing service provider indicates that the authorization has been revoked. NANPA shall provide a CO Code Part 3

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<sup>275</sup> Months to Exhaust (MTE) and utilization requirements are waived.

<sup>276</sup> See Section 9.2.8.

<sup>277</sup> NANPA and the PA will work with the new CO Code Holder to determine if a Part 4 for the CO Code is necessary.

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Denial to the SP returning the Pooled CO Code, indicating that a new CO Code Holder has been found and provide the effective date of the CO Code reassignment to the new CO Code Holder.<sup>278</sup>

- o) NANPA shall include in the CO Code Part 3 to the new CO Code Holder the contact name, telephone number, and e-mail address of the SP returning the Pooled CO Code. NANPA also shall include in the CO Code Part 3 to the SP returning the Pooled CO Code the contact information of the new CO Code Holder. In either case, an SP may decline to have its information included, and shall indicate as such on the Part 1.
- p) After receiving the CO Code Part 3s from NANPA the PA shall respond with a Part 3 to the new CO Code Holder and the previous CO Code Holder.
- q) The PA shall modify all of the available blocks within the transferring Pooled CO Code to be effective 1 calendar day after the CO Code Part 3 effective date of the transfer. This step shall ensure that the new CO Code Holder has sufficient time to make the necessary NPAC updates.

### 11.2.12.2.3

In the case where Thousands-Blocks are Assigned to SPs other than the CO Code Holder, and the CO Code Holder has no Assigned Thousands-Blocks, retained Thousands-Blocks, working numbers (including intra and/or inter SP ports) or LRNs, and no SPs with Assigned Thousands-Blocks or ported TNs responded within 10 calendar days, or all refuse to become the new CO Code Holder by the date specified in the email notification:

then the PA shall:

- a) Forward the original Part 1 return to the NANPA along with information identifying the assigned or retained Thousands-Blocks within the CO Code and the Thousands-Block Holder of each Thousands-Block, a copy of the NPAC ad hoc report indicating that the NPAC report showed active and/or pending ports and no SPs responded to requests to become the CO Code Holder.

then the NANPA shall:

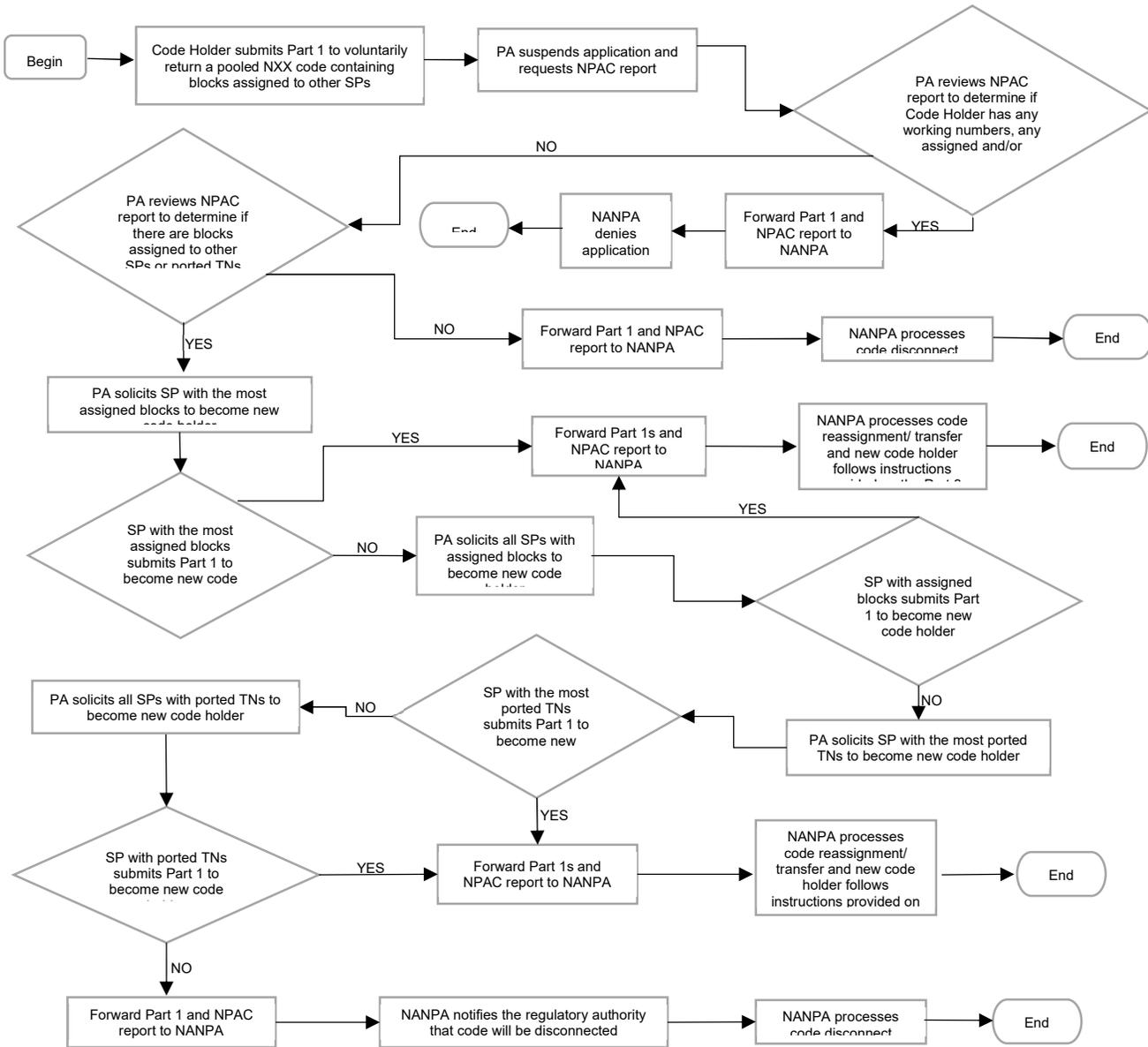
- a) Notify the appropriate regulatory authority and the SPs with Assigned Thousands-Blocks and/or ported TNs that no SP has submitted a valid Part 1 to become the CO Code Holder, and the returning SP does not have working numbers (including intra and/or inter SP ports), therefore, the Pooled CO Code shall be disconnected, resulting in all customers in assigned Thousands-Blocks or with ported TNs being disconnected as well.
- b) Issue a Part 3 Approval to the PA and original CO Code Holder approving the Pooled CO Code return and the code disconnect Effective Date. NANPA shall update and post to the NANPA web page a report titled "Part 3 Disconnects." This report shall contain all disconnects processed by NANPA.
- c) Create the disconnect view on the ACD screen in BIRRDS when the return is approved. The SP returning the Pooled CO Code subsequently shall enter the disconnect view on the NXD screen in BIRRDS. An edit in BIRRDS ensures that the CO Code disconnect Effective Date on the NXD screen matches the CO Code disconnect Effective Date on the ACD screen. Delays in entering the disconnect view on the NXD screen in BIRRDS may cause a later than anticipated disconnect Effective Date on the Pooled CO Code due to the automatic rescheduling mechanism in BIRRDS to preserve the industry notification timeframe.
- d) Provide the NPAC with written notification that the SP has terminated service in order for NPAC to remove all records (e.g., Thousands-Blocks and ported TNs) in its database related to the reclaimed Pooled CO Code after the effective disconnect date.

Following is a flow chart depicting the processes outlined in Section 11.2.12.2 above.

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<sup>278</sup> It is the responsibility of the new CO Code Holder to contact the original CO Code Holder if the Pooled CO Code transfer does not occur on the effective date originally indicated on the Part 3 denial so that the original CO Code Holder can continue to maintain default routing until the new effective date.

**Section 11.2.12.2 Flow chart: Code Holders that voluntarily return a pooled NXX code containing blocks assigned to other SPs and the code holder has no working numbers (including intra and/or inter SP ports) in the code**



### 11.2.12.3

CO Code Holders that voluntarily return a Pooled CO Code, in order to initiate a transfer, when there are Thousands-Blocks Assigned to other SPs and the CO Code Holder is retaining working numbers (including intra and/or inter SP ports) in the Pooled CO Code.

#### 11.2.12.3.1

In the case where there are Thousands-Blocks Assigned to Thousands-Block Holders other than the CO Code Holder, and the CO Code Holder is retaining working numbers (including intra and/or inter SP ports), but the returning SP still maintains Assigned Thousands-Blocks, retained Thousands-Blocks or LRNs, the PA shall advise and send the NPAC report to NANPA in order for NANPA to deny the return of the Pooled CO Code (unless the SP identified an exception from Section 11.2.11.2). NANPA shall inform the CO Code Holder of the specific reason the return was denied.

When such a code return request is denied, the incumbent CO Code Holder shall make the appropriate updates (e.g., disconnect retained or assigned blocks and remove LRNs) prior to resubmitting the application to return the Pooled CO Code.

#### 11.2.12.3.2

In the case where there are Thousands-Blocks Assigned to Thousands-Block Holders other than the CO Code Holder, and the returning SP has no Assigned Thousands-Blocks, retained Thousands-Blocks or LRNs, however it is retaining working numbers (including intra and/or inter SP ports) the PA shall:

- a) Create a Part 3A suspend informing the SP that a new CO Code Holder is needed. The PA shall request the original CO Code Holder to maintain default routing until a new CO Code Holder is found. An edit in BIRRDS prevents the original CO Code Holder from creating a disconnect view on the NXD.
- b) First email the SP(s) with the most blocks, requesting the SP(s) to become the new CO Code Holder, and informing the SP(s) of the CO Code Holder's intention to transfer the CO Code and retain working numbers within it. In the email notification, the PA shall identify the assigned or retained blocks within the code and the Thousands-Block Holder of each Thousands-Block, and shall note that the SP(s) with the most Thousands-Blocks is expected to become the new CO Code Holder unless a technical reason prevents the SP from doing so. The PA shall provide a specific response due date, which is 10 calendar days from the date of email issuance.
- c) The SP(s) with the most Thousands-Blocks shall respond on or before the specific response due date (i.e., within 10 calendar days) with a complete and accurate Part 1 intercompany OCN change request, or email the PA with an explanation why the SP cannot become the new CO Code Holder.
- d) If the SP(s) with the most Thousands-Blocks cannot become the new CO Code Holder or does not respond, the PA shall email all Thousands-Block Holders informing them of the CO Code Holder's intention to transfer the CO Code and retain working numbers within it. In the email notification, the PA shall identify the assigned or retained Thousands-Blocks within the CO Code and the Thousands-Block Holder of each Thousands-Block. The PA also shall note that any SP with Thousands-Blocks is expected to become the new CO Code Holder unless there is a technical reason preventing the SP from doing so. The PA shall provide a specific response due date, which is 10 calendar days from the date of email issuance. The PA shall use the latest contact information that Pooling Administration has on file for the impacted Thousands-Block Holder(s). Further, SPs also may designate a special contact for this purpose by providing contact information to the PA.
- e) The block holders shall respond on or before the specific response due date (i.e., within 10 calendar days) with a complete and correct CO Code Part 1 intercompany OCN change request, or email the PA with an explanation why they cannot become the new CO Code holder.

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- f) The first Thousands-Block Holder to respond with a complete and correct Part 1 shall become the new CO Code Holder.<sup>279</sup> Only the receipt of a Part 1 by the PA shall be accepted as an official request for the Pooled CO Code. The PA shall forward the Part 1, along with the original Part 1 returning the Pooled CO Code to NANPA as a Pooled CO Code Reassignment and provide a Part 3A to the original CO Code Holder and the new CO Code Holder.

The PA also shall notify all Thousands-Block Holders that were previously contacted that a new CO Code Holder has been selected.

### 11.2.12.3.3

In the case where Thousands-Blocks are Assigned to SPs other than the CO Code Holder, and the CO Code Holder is retaining working numbers (including intra and/or inter SP ports), but has no Assigned Thousands-Blocks, retained Thousands-Blocks or LRNs in the Pooled CO Code, and no SPs with Assigned Thousands-Blocks respond within 10 calendar days, or all refuse to become the new CO Code Holder by the date specified in the email notification:

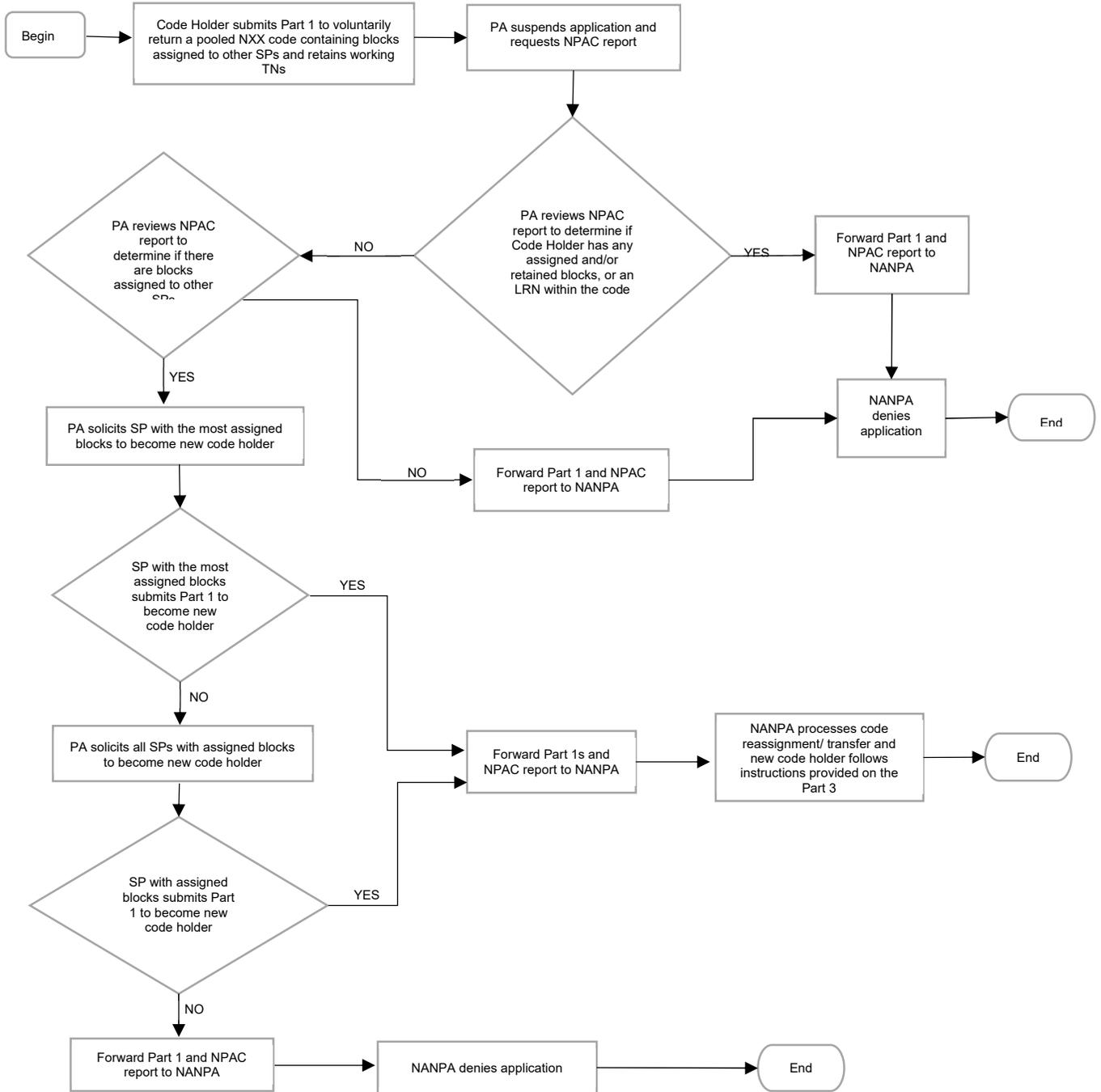
- a) the PA shall forward the original Part 1 return to the NANPA along with a copy of the NPAC ad hoc report indicating that the NPAC report showed active and/or pending ports and no SPs responded to requests to become the CO Code Holder.
- b) the NANPA shall issue a Part 3 Denial to the PA and original CO Code Holder denying the Pooled CO Code return. NANPA shall indicate the reason for the denial on the Part 3 form.

Following is a flow chart depicting the processes outlined in Section 11.2.12.3 above.

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<sup>279</sup> Months to Exhaust (MTE) and utilization requirements are waived.

Section 11.2.12.3 Flow chart: Code Holders that voluntarily return a pooled NXX code, in order to initiate a transfer, when there are blocks assigned to other SPs and the code holder is retaining working numbers (including intra and/or inter SP ports) in the code



### 11.2.13

If a SP that was originally contacted by the PA because the SP had Thousands-Block(s) Assigned or active or pending LNP Ports on the returned Pooled CO Code (per the NPAC report) volunteers to become the new CO Code Holder after NANPA has processed the Part 3 disconnect, the SP shall submit a complete and correct Part 1 intercompany OCN change to the PA no less than 15 business days prior to the Effective Date of the disconnect.<sup>280</sup> NANPA and the PA then shall reassign the Pooled CO Code to the SP.

The PA and NANPA shall follow the same process outlined in Sections 11.2.12.1-11.2.12.3 above in order to transfer the Pooled CO Code.

If after NANPA has processed the Part 3 disconnect a SP requests to become the CO Code Holder but has no ported TNs and cannot meet MTE and utilization, NANPA shall direct the SP to make its request to the appropriate regulatory authority. Upon receiving both written confirmation (email or fax) from the regulatory authority and a valid Part 1 from the SP via the PA no less than 15 business days prior to the Effective Date of the disconnect, NANPA shall make the SP the new CO Code Holder. This process only applies to Pooled CO Codes with Assigned Thousands-Blocks or active or pending LNP Ports.

The PA and NANPA shall follow the same process outlined in Sections 11.2.12.1-11.2.12.3 above in order to transfer the Pooled CO Code.

If after NANPA has processed the Part 3 disconnect the porting of TNs occurs on a returned Pooled CO Code after NANPA has issued a Part 3 disconnect,<sup>281</sup> NANPA shall, after having received and processed a valid Part 1 intercompany OCN change from the PA, designate the SP Applicant as the new CO Code Holder. Any such porting shall occur 15 business days prior to the Effective Date of the disconnect (see Section 11.3.9).

The PA and NANPA shall follow the same process outlined in Sections 11.2.12.1-11.2.12.3 above in order to transfer the Pooled CO Code.

Generally, a SP should not be obligated to maintain default routing more than 66 calendar days after filing a valid Part 1 indicating its intent to return the Pooled CO Code, but delays in Thousands-Block Holders and/or SPs with ported TNs responding to the PA's request to become the new CO Code Holder can extend the time to maintain default routing beyond 66 calendar days. Further, delays in entering the disconnect or CO Code Holder Reassignment on the NXD screen in BIRRDs may cause a later than anticipated disconnect or CO Code Holder Reassignment Effective Date on the Pooled CO Code due to the automatic rescheduling mechanism in BIRRDs to preserve the industry notification timeframe.

### 11.2.14 Pooled CO Codes Returned in Error

For any Pooled CO Codes returned to the PA in error, if one of the following scenarios applies, the corresponding step(s) should be taken:

- a) Scenario 1: The Part 3 has not yet been issued by NANPA.
  - 1) The SP shall notify the PA and NANPA via email in order to cancel the return.
- b) Scenario 2: The Part 3 has been issued and the Pooled CO Code return was approved and the Effective Date has not yet been reached.
  - 1) The SP shall notify the PA and NANPA to cancel the return in PAS and the North American Numbering Plan (NANP) Administration System (NAS) in order for NANPA to cancel the disconnect view on the ACD in BIRRDs.

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<sup>280</sup> All new CO Code Holders shall follow the standard Central Office (CO) Code (NPA-NXX) activation process in the 8.2. In order to stop the disconnect and re-assign a CO Code, a minimum of five business days is needed to notify iconectiv to reverse the disconnect and send an emergency notification to Service Providers (SP). Adding this time interval to the 10 business day requirement for the North American Numbering Plan Administrator (NANPA) to process Part 1 Central Office Code (NPA-NXX) Applications results in the requirement for SPs to provide a Part 1 no less than 15 business days prior to the Effective Date of the disconnect.

<sup>281</sup> See previous footnote.

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- 2) The SP shall take the appropriate steps to cancel the disconnect view in BIRRDS.
- 3) It is recommended that the SP contact the TRA to negotiate the issuance of an Emergency Notification.
- c) Scenario 3: The Part 3 has been issued and the Pooled CO Code return was approved and the Effective Date of the return has passed.
  - 1) The SP shall initiate contact with the PA, NANPA and the appropriate regulatory authority to get the disconnected Pooled CO Code re-Assigned in any manner outside of standard procedures.
  - 2) The SP shall re-request the Pooled CO Code through PAS along with submitting a manual Part 1.
  - 3) The SP shall take the appropriate steps to reestablish the Pooled CO Code in BIRRDS.
  - 4) The TRA shall issue an Emergency Notification if the Effective Date is fewer than 45 days from when the Pooled CO Code is reestablished in BIRRDS.
- d) Scenario 4: A Part 3 suspension has been issued and the Pooled CO Code return was suspended due to ported TNs.
  - 1) The SP shall notify the PA and NANPA via email in order to cancel the return.
- e) Scenario 5: The Part 3 Pooled CO Code return denial has been issued to the disconnecting SP because a Part 3 transfer approval has been issued to a new CO Code Holder.
  - 1) The disconnecting SP shall contact the PA, NANPA and the new CO Code Holder to obtain their approvals to cancel both the return and the new assignment. NANPA shall cancel the scheduled transfer on the ACD in BIRRDS if the Effective Date has not passed or modify the ACD in BIRRDS assigning the Pooled CO Code back to the disconnecting SP if the Effective Date for the transfer has passed.
  - 2) When applicable, the PA shall cancel the scheduled transfer on the impacted BCR records in BIRRDS if the Effective Date has not passed or modify the impacted BCR records in BIRRDS assigning the Pooled CO Code back to the disconnecting SP if the Effective Date for the transfer has passed.
  - 3) The disconnecting SP shall contact TRA to change the AOCN on the Pooled CO Code and applicable Thousands-Block record in BIRRDS and ensure that the Pooled CO Code is provisioned in BIRRDS with the appropriate information.
  - 4) The disconnecting SP and the new CO Code Holder shall ensure the transfer has been reversed with regard to NPAC changes.

### 11.2.15 Responsibilities of the PA

#### 11.2.15.1

Upon receipt of a Part 1 to return a Pooled CO Code, where the application passes the assessments outlined in Section 11.2.12 above, the PA shall:

- a) within seven calendar days of receiving the Part 1 return, request an ad hoc report from the NPAC that shall identify active and pending LNP Ports and LRNs on the returned Pooled CO Code for each of the ten Thousands-Blocks. This information should assist the PA in re-allocating the Pooled CO Code and inform the PA of LRNs, ported TNs and the Thousands-Block contamination level of any Thousands-Blocks retained by the SP returning the Pooled CO Code
- b) create a Part 3A suspend informing the SP that the PA is requesting an NPAC report

#### 11.2.15.2

Upon receipt of a Part 1 to return a Pooled CO Code dedicated for a single customer's use where the SP has not placed the CO Code into service (meaning there is no Part 4 on file and there are no ported TNs, LRNs, or Assigned numbers in the CO Code), the returning SP shall include in the "Remarks" field of the Part 1 a statement that the CO Code has not been placed into service. In this specific instance, the SP shall not submit Thousands-Block disconnects for the Assigned Thousands-Blocks. The PA shall:

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- a) within seven calendar days of receiving the Part 1 return, request an ad hoc report from the NPAC to confirm there are no active or pending LNP Ports or LRNs on the returned Pooled CO Code
- b) create a Part 3A suspend informing the SP that the PA is requesting an NPAC report

If there are no LRNs or ported TNs identified on the NPAC report, the PA shall create Part 5s to disconnect all subtending Thousands-Blocks, using the Effective Date indicated on the Part 1, and forward the Part 1 return and associated NPAC report to NANPA. Upon receiving a Part 3 approval of the Pooled CO Code disconnect back from NANPA, the PA shall complete the return of the Pooled CO Code dedicated for a single customer's use and shall send Part 3As back to the SP confirming the return of the Thousands-Blocks.

If there are LRNs or ported TNs identified on the NPAC report, the PA shall forward the request and associated NPAC report to NANPA. If the ports are to SPs other than the CO Code Holder, NANPA shall deny the application and direct the CO Code Holder to submit a Part 4 and then submit the Thousands-Block/Pooled CO Code disconnects. If there are only LRNs or ISP Ports identified on the NPAC report, NANPA shall deny the Pooled CO Code return.

### 11.2.15.3

The PA shall request that the NPAC produce an ad hoc report, generated during off-peak hours, that identifies the SPs and associated quantities of ported TNs in a returned Pooled CO Code, as well as the quantity of LRNs in a returned Pooled CO Code. This information shall assist NANPA and the PA in re-allocating the Pooled CO Code, if TNs ported to other SPs are found within the Pooled CO Code. The NPAC shall charge the PA for the ad hoc report per the existing NPAC contract. The reports are to be provided to the PA pursuant to a non-disclosure agreement. The NANPA or the PA should use these reports to provide each potential CO Code Holder with the total number of ported TNs it has, number of SPs with ported TNs, and the total number of ported TNs overall.

## 11.2.16 Responsibilities of the NANPA

### 11.2.16.1

If a Part 4 has not been received by the NANPA during the first five months following the original Effective Date returned on the original Part 3 and entered on the ACD screen in BIRRDs, then the NANPA shall send, via facsimile/electronic mail, a reminder notice to the CO Code Assignee. The notice shall be sent no later than one month prior to the end of the 6th month, and shall direct the Assignee to do one of the following by the end of the sixth month after the original Effective Date returned on the Part 3 and entered on the ACD screen in BIRRDs:

- a) For Non-pooled Central Office (CO) Codes (NPA-NXX), if the PA received the original request for the dedicated CO Code request for single customer's use and the pool indicator of "NO" was selected in Section 1.5 of the 1 form, then the SP shall submit the Part 4 to the PA.
- b) For a CO Code request which was submitted directly to the NANPA, if that CO Code becomes pooled after it is Assigned, the Part 4 shall be submitted to the NANPA.
- c) For Pooled CO Codes, submit the Part 4 to the PA.
- d) If the Pooled CO Code is no longer needed or not In Service, return the Pooled CO Code by submitting a Part 1.

During the first ten calendar days of each calendar month, the NANPA shall prepare and forward a spreadsheet of all existing and newly identified delinquent CO Codes to the appropriate state commission. Spreadsheets for those states that have declined to exercise their Reclamation authority shall be forwarded to the FCC.

The NANPA shall await further direction from the FCC or appropriate state commission for further action. If the FCC or appropriate state commission directs the NANPA to reclaim the Pooled CO Code, the NANPA shall send a letter to the CO Code Holder advising them of the Effective Date of the disconnect of the Pooled CO Code.

If a Part 4 or Part 4 PA Confirmation of Thousands-Block In Service is returned to the NANPA for a Pooled CO Code appearing on the delinquent list and an extension has not been granted, the Part 4 shall be returned to the SP and the Part 4 PA to the PA marked as refused or denied with a reminder for the CO Code Holder to return the Part 4 to the appropriate state commission or to the FCC.

### **11.2.16.2**

If a Part 4 has not been received by the NANPA by the Part 4 due date, then the NANPA shall send, via facsimile/electronic mail, a notice to the CO Code Assignee. The notice shall be sent on the first day that the Part 4 shall no longer be accepted in NAS, and shall direct the Assignee to do one of the following immediately:

- a) If the Pooled CO Code is In Service, submit a manual Part 4 to the appropriate regulatory authority.
- b) If the Pooled CO Code is no longer needed or not In Service, return the Pooled CO Code(s) by submitting a Part 1.
- c) Or request an extension from the appropriate regulatory authority per Section 11.2.3.

### **11.2.16.3**

If there are active or pending LNP Ports for any TNs within the Pooled CO Code which is being returned/reclaimed, the PA shall use the process outlined in Section 11.2.3.

### **11.2.16.4**

When a Pooled CO Code is re-Allocated, the NANPA shall modify the ACD screen in BIRRDS concurrent with the Part 3 issuance to the new SP.

### **11.2.16.5**

NANPA shall create a disconnect view on the ACD screen in BIRRDS if NANPA determines that there are no active ports, pending ports, or LRNs within the Pooled CO Code being returned. An edit has been placed in BIRRDS to prevent SPs from entering a disconnect view in BIRRDS prior to NANPA entering a disconnect view on the ACD screen. This is to ensure that the Pooled CO Code is not removed from the LERG Routing Guide as an active Pooled CO Code until the Part 3 with the Effective Date of the disconnect is received from NANPA, and to prevent an adverse effect on ported-out customers.

## **11.2.17 Responsibilities of the NPAC**

If there are no active or pending LNP Ports on the returned Pooled CO Code pending disconnect, the NPAC shall use the Part 3 disconnect information received via email from the NANPA to remove the capability to port numbers from the returned Pooled CO Code 15 business days prior to the Effective Date of the disconnect. This removal shall cause any new port attempts against the returned Pooled CO Code to fail at the user interface, thus avoiding additional impediments to the Pooled CO Code return process.

## **11.2.18 Responsibilities of the New CO Code Holder**

### **11.2.18.1**

A CO Code Holder shall be LNP capable, may put the Pooled CO Code on any Switching Entity/POI in the Rate Center, and should already be providing service in the Rate Center. This should eliminate any potential problems with facilities readiness.

### **11.2.18.2**

It is the responsibility of each SP to provide an accurate E911 record for each of its customers to the E911 SP. It is essential that the outgoing SP unlock its E911 records in the regional E911 database, and the new SP shall transition the affected customers' records to its own company ID in the E911 database.

### 11.2.18.3

It is the responsibility of the new CO Code Holder to ensure its AOCN notifies Telcordia Technologies, Inc. dba iconectiv to update the AOCN responsibility in BIRRDs for the re-Allocated Pooled CO Code(s).

### 11.2.18.4

It is the responsibility of the new CO Code Holder to ensure its AOCN modifies the NXD in BIRRDs to reflect the new CO Code Holder's Part 2 information after iconectiv has updated the AOCN responsibility. This update shall be completed within seven calendar days after the approved Part 3 has been issued by NANPA in order to allow adequate industry notification.<sup>282</sup>

### 11.2.18.5

It is the responsibility of the new CO Code Holder to notify National Exchange Carrier Association (NECA) to update the NECA Tariff FCC No. 4 database with the new Operating Company Number (OCN) for the re-Allocated Pooled CO Code(s), but only if the new CO Code Holder currently participates in the NECA Tariff FCC No. 4. NECA currently requires a copy of the new Part 3 approving the CO Code transfer.

### 11.2.18.6

It is recommended that the new CO Code Holder retain at least one Thousands-Block to ensure that responsibilities in Section 8.2.4 are maintained. However, if the SP only has ported TNs in the Pooled CO Code it may not be retaining a Thousands-Block from the Pooled CO Code. If the SP does retain a Thousands-Block from the Pooled CO Code and determines that the Thousands-Block is not needed, and the SP is able to fulfill the responsibilities found in Section 8.2.4, then the SP does have the option of returning the Thousands-Block to the PA.

## 11.3 *Non-Pooled Central Office (CO) Codes (NPA-NXX)*

### 11.3.1

A CO Code Holder is an Assignee of a full Central Office (CO) Code (NPA-NXX). CO Code Holders can either be Thousands-Block Number Pool participants, or not. Disconnects for Non-pooled CO Codes in a pooling Rate Center should be sent to North American Numbering Plan Administrator (NANPA), unless the Pooling Administrator (PA) received the original application for the Non-pooled CO Code.

### 11.3.2

Reclamation refers to the process by which Service Providers (SP) are required to return CO Codes to the NANPA.<sup>283</sup> State commissions have the authority to investigate and determine whether CO Code Holders have activated CO Codes Assigned to them within the applicable time frames. A state commission may request proof from all CO Code Holders that CO Codes have been activated and assignment of the numbers has commenced.<sup>284</sup> NANPA shall abide by the state commission's determination.<sup>285</sup> If a state commission declines to exercise the authority delegated to it, the NANPA shall notify the FCC with respect to CO Code Reclamation.<sup>286</sup> Such circumstances are under the direction of a regulatory authority. SPs shall have an opportunity to explain the

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<sup>282</sup> See the Next Generation Interconnection Interoperability Forum's "Recommended Notification Procedures to the Industry for Changes in Access Network Architecture (ATIS-0300046), Attachment B"

<sup>283</sup> 47 CFR § 52.15 (i) (1)

<sup>284</sup> 47 CFR § 52.15 (i) (2)

<sup>285</sup> 47 CFR § 52.15 (i) (5)

<sup>286</sup> 47 CFR § 52.15 (i) (7)

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circumstances causing the delay in activating and commencing assignment of their Non-pooled CO Codes to the appropriate regulatory authority prior to Reclamation of the Non-pooled CO Code(s).<sup>287</sup>

### 11.3.3

A SP shall return the Non-pooled CO Code, when:

- a) it is no longer needed for the purpose for which it was requested and Assigned,
- b) the service it was Assigned for is disconnected, or
- c) the Non-pooled CO Code(s) was not placed In Service<sup>288</sup> within six months from the original Effective Date returned on the Part 3 Central Office Code Administrator's Response/Confirmation and entered on the ACD screen in BIRRDs

The Assignee shall apply to the appropriate state commission point of contact for an extension date. The Assignee shall apply to the appropriate FCC point of contact if the appropriate state commission has declined to exercise its delegated Reclamation authority.<sup>289</sup> If an extension is approved, the regulator shall notify the Assignee and the NANPA of the new In Service deadline and to whom the Part 4 Confirmation of CO Code In Service should be sent. A list of appropriate state commission contacts and the FCC point of contact for those state commissions who decline to exercise their authority can be located at <http://www.nanpa.com>.

### 11.3.4

For any Non-pooled CO Codes identified as not having been returned to the appropriate administrator for Reassignment, the NANPA shall contact any Non Pooling and Pooling SPs who were Assigned a CO Code prior to the Pool Start/Allocation Date or the PA for any Pooled Central Office (CO) Codes (NPA-NXX) Assigned after the Pool Start/Allocation Date.

CO Codes shall be returned for the following reasons:

- a) Assigned, but no longer in use by the Assignee(s);
- b) Assigned to a service no longer offered;
- c) Assigned, but not placed In Service within six months from the original Effective Date returned on the Part 3 and entered on the ACD screen in BIRRDs;
- d) Assigned, but not used in conformance with these assignment guidelines

### 11.3.5

These guidelines also apply in Jeopardy/rationing situations.

### 11.3.6

Reasonable efforts should be taken to re-establish a CO Code Holder in order to maintain default routing. The incumbent CO Code Holder shall continue to maintain default routing until the approved return is effective or the CO Code transfer is effective. Should the CO Code Holder vacate their responsibilities, calls to the donor Switching Entity/Point of Interconnection (POI) shall not be processed.

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<sup>287</sup> 47 CFR § 52.15 (i) (4)

<sup>288</sup> See definition of "In Service" in the Glossary.

<sup>289</sup> 47 CFR § 52.15 (i) (2)

### 11.3.7

A SP has the option to refuse a Non-pooled CO Code re-allocation, but should provide an explanation to the NANPA or Pooling Administrator (PA) for its refusal. Refusal shall not adversely impact any pending Non-pooled CO Code/Thousands-Block (NPA-NXX-X) assignment request because it is unrelated to the re-allocation.

### 11.3.8

When a Non-pooled CO Code is re-Allocated to another SP, the Non-pooled CO Code is considered to be re-Allocated rather than re-Assigned; therefore, the SP does not have to meet the Months to Exhaust (MTE) and utilization criteria for this Non-pooled CO Code.

### 11.3.9

When a Non-pooled CO Code is re-Allocated, the new CO Code Holder and the old CO Code Holder (when operational) should work together to discuss whether it is more appropriate to transfer the Non-pooled CO Code in the Number Portability Administration Center (NPAC) using the Coordinated Industry Effort Process or the LNP NANC 323 SPID Migration Process. This decision should be based on the quantity and type of customers involved, and the agreement of the involved SPs that would have to coordinate the change. It is recommended that the Coordinated Industry Effort Process be considered when there are 5 or fewer SPs involved and less than 150 subscription versions (SVs). If that process cannot be used, then the NANC 323 SPID Migration Process is the preferred method. The following describes the available processes:

- a) The Coordinated Industry Effort Process is a coordinated manual delete/recreate update of the affected CO Code records. The new CO Code Holder should identify the number of ported and/or pooled Telephone Numbers (TN) within the CO Code(s) to be transferred and the number of involved SPs to determine if this option is feasible. Based on the number of involved SPs, the new CO Code Holder should coordinate a conference call among all affected SPs to determine if the delete/recreate process is acceptable among all affected SPs. Affected SPs should note that the delete/recreate process is service-affecting for those ported and/or pooled customers. The type of customer should also be considered when determining if this option is feasible. If the Coordinated Industry Effort process is deemed acceptable, the affected SPs shall coordinate the deletion and recreation of all ported and/or pooled TN records in the CO Code(s). It is recommended that this process should be considered when there are five or fewer SPs involved and fewer than 150 ported TNs and no pooled Thousands-Blocks (see NANC LNPA WG Best Practices posted on the NPAC Public Site (see NPAC contact information in Glossary).
- b) The LNP NANC 323 SPID Migration Process is a coordinated update of the SPID attribute in the NPA-NXX, NPA-NXX-X, Location Routing Number (LRN) as well as the respective SV or number pool block record. This process supports NPAC Users that require assistance migrating Local Number Portability (LNP) data associated with one SPID to one or more other SPIDs. If after considering the Coordinated Industry Effort Process, the SP that is receiving the CO Code ultimately determines that a NANC 323 SPID migration is to be scheduled after considering the responses from the SPs impacted by the migration, the receiving SP shall initiate the request by issuing a SPID Migration Request Form ("Form") to the NPAC, specifying the migrating CO Codes and affected LNP data. This Form and the associated M&Ps are posted in the NPAC Secure Site, under the 'NPAC M&Ps' button. To access the Secure Site, go to the NPAC Public Site (see NPAC contact information in Glossary) and click on the 'Secure Site' button to login to the secure area.

## 11.3.10 SP Responsibilities for Voluntary Returns of Non-Pooled CO Codes

### 11.3.10.1

A SP that voluntarily returns a Non-pooled CO Code shall not be allowed to keep any working numbers (including Intra-Service Provider (ISP) Ported TNs or LRNs) from the Non-pooled CO Code. Prior to submitting a Part 1 Central Office Code (NPA-NXX) Application to return a Non-pooled CO Code, the CO Code Holder shall remove its ISP ports and LRNs from BIRRDs and the NPAC. NANPA shall indicate on the Part 3 to the CO Code Holder the reason for denial. When the NPAC report shows an LRN that is not assigned to the code holder returning the code, NANPA shall request the NPAC to remove the LRN.

### 11.3.10.2

The SP returning the Non-pooled CO Code has the responsibility to assure that affected parties, especially any end-users, are notified consistent with state or regulatory requirements.

### 11.3.10.3

It is the responsibility of each SP to provide an accurate E911 record for each of its customers to the E911 SP. It is essential that the outgoing SP unlock its E911 records in the regional E911 database, and the new SP shall transition the affected customers' records to its own company ID in the E911 database.

### 11.3.10.4

In addition, before submitting the Part 1 to return a Non-pooled CO Code to NANPA, it is the responsibility of the SP returning the Non-pooled CO Code to remove any LRN record it has associated with the returned Non-pooled CO Code from BIRRDs and the NPAC, and all ported in TNs from other CO Codes that are associated with that LRN shall be migrated to another LRN that is not within the returned Non-pooled CO Code. All ISP Ports within the returned Non-pooled CO Code shall be disconnected, as the returning CO Code Holder shall not be allowed to retain any numbers from the returned Non-pooled CO Code. In addition, if the Non-pooled CO Code is being disconnected, the Non-pooled CO Code shall be disconnected in the NPAC as well.

### 11.3.10.5

The SP returning a Non-pooled CO Code shall submit its Part 1 disconnect request to NANPA. NANPA shall create a disconnect view on the ACD screen in BIRRDs if NANPA determines that there are no active ports, pending ports, or LRNs within the Non-pooled CO Code being returned. An edit has been placed in BIRRDs to prevent SPs from entering a disconnect view in BIRRDs prior to NANPA entering a disconnect view on the ACD screen. This is to ensure that the Non-pooled CO Code is not removed from the LERG Routing Guide as an active Non-pooled CO Code until the Part 3 with the Effective Date of the disconnect is received from NANPA, and to prevent an adverse effect on ported-out customers.

### 11.3.10.6

CO Code Applicants shall request an Effective Date at least 59 calendar days after the request is submitted to the NANPA via the North American Numbering Plan (NANP) Administration System (NAS). The 59-calendar day interval is derived by adding the 14 days<sup>290</sup> allotted to CO Code request processing by the NANPA and Administrative Operating Company Number (AOCN) input to the industry standard of 45 days for CO Code activation. The Non-pooled CO Code activation interval begins on the date the Non-pooled CO Code request is input into BIRRDs. If the AOCN does not enter the information in sufficient time to allow a 45-day activation interval prior to the Effective Date, the Effective Date shall be automatically changed in the appropriate TRA databases to ensure a minimum 45-day activation interval.

Applications to disconnect a Non-pooled CO Code in fewer than 59 calendar days (see above) increase the potential for call blocking and/or billing errors and should be avoided except in emergency cases. If a SP must seek an expedite, the burden of implementation is borne by that SP and does not obligate any other SP to activate the Non-pooled CO Code in fewer than 45 days.

If a SP must request an expedite, the expedite request and the necessary expedite documentation shall accompany the Part 1 application to disconnect a Non-pooled CO Code in fewer than the standard industry interval of 59 days.

- a) The expedited 14-day Interval activities:

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<sup>290</sup> The 14-day interval is the combination of 7 calendar days for the North American Numbering Plan Administrator (NANPA) and 7 calendar days for the Administrative Operating Company Number (AOCN).

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- 1) In addition to submitting the Part 1 to the NANPA, the SP obtains agreement from its AOCN to input the Part 2 data within a specific negotiated time period. This can reduce the AOCN period down from 7 days. The SP shall provide written confirmation to the NANPA of the reduction of the 7 days. In the case where an Applicant/CO Code Holder acts as its own AOCN, the Applicant/CO Code Holder should indicate so on the Part 1. Doing so will reduce the AOCN period down from 7 days.
  - 2) Then, the SP submits the Part 1 to NANPA with the attached confirmation from the AOCN if applicable. When the SP requests to receive the “earliest Effective Date” on the Part 1, NANPA shall reduce the Effective Date to the earliest date without compromising the 45-day CO Code activation interval from the date NANPA processes the request.
- b) The expedited 45-day Interval activities:
- 1) The SP shall follow the Next Generation Interconnection and Interoperability Forum (NGIIF) procedures to expedite the 45-day CO Code activation process.<sup>291</sup>
  - 2) To disconnect an existing Non-pooled CO Code, NANPA may have a direct role such as entering changes to data on the BIRRDS ACD screen. For disconnects, NANPA has the direct role of entering the Effective Date of the disconnect on the ACD screen. If an expedite is approved, the expedite information shall be entered in the BIRRDS ACD screen as well. Under no circumstances shall a disconnect interval of less than 30 days be approved by the NANPA.

### 11.3.10.7

If any expedite is requested by the outgoing or incoming CO Code Holder, the Applicant shall so indicate on the Part 1. Expedite procedures are found in Section 11.3.10.6 of these guidelines.

## 11.3.11 Voluntary Return of Non-Pooled CO Codes

This section describes the responsibilities of NANPA and SPs in situations when a SP is returning Non-pooled CO Codes that contain ported TNs and a new CO Code Holder shall be selected with minimal impact on ported customers.

### 11.3.11.1

A SP that voluntarily returns a Non-pooled CO Code shall not be allowed to keep any working numbers (including any numbers that the SP may have ISP Ported) or LRNs in the Non-pooled CO Code that is being returned. In the case where Non-pooled CO Codes are voluntarily returned and contain ported numbers or pending Local Number Portability (LNP) Ports to other SPs, NANPA should request that the incumbent CO Code Holder maintain the default routing function until a new CO Code Holder is found. An edit in BIRRDS prevents the incumbent CO Code Holder from creating a disconnect view on the NXD screen in BIRRDS prior to NANPA creating a disconnect view on the ACD. NANPA shall re-allocate the Non-pooled CO Code containing ported numbers as soon as possible to avoid disconnects of Non-pooled CO Codes or disruption of service.

### 11.3.11.2

Within five business days of being informed by a SP that the SP is disconnecting service in a Non-pooled CO Code being returned via the submission of a Part 1 and therefore shall no longer have any working numbers or LRNs in that Non-pooled CO Code, the NANPA shall request an ad hoc report from the NPAC that shall identify active and pending LNP Ports and the quantity of LRNs on the returned Non-pooled CO Code. This information shall assist NANPA in re-allocating the Non-pooled CO Code if needed.

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<sup>291</sup> For more information, refer to the latest issue of ATIS-0300046, Next Generation Interconnection Interoperability Forum (NGIIF) “Recommended Notification Procedures to Industry for Changes in Access Network Architecture.”

### 11.3.11.3

NANPA shall request that the NPAC produce an ad hoc report, generated during off-peak hours, that identifies the SPs and associated quantities of ported TNs in a returned Non-pooled CO Code, as well as the quantity of LRNs in a returned Non-pooled CO Code. This information shall assist NANPA in re-allocating the Non-pooled CO Code, if TNs ported to other SPs are found within the Non-pooled CO Code. The NPAC shall charge NANPA for the ad hoc report per the existing NPAC contract. The reports are to be provided to the NANPA pursuant to a non-disclosure agreement. The NANPA shall use these reports to provide each potential CO Code Holder with the total number of ported TNs it has, number of SPs with ported TNs, and the total number of ported TNs overall.

### 11.3.11.4

If there are no LRNs and no active or pending LNP Ports, including ISP Ports, on the Non-pooled CO Code, a Part 3 disconnect shall be issued by NANPA to the SP. NANPA shall create the disconnect view on the ACD screen in BIRRDs. The SP's AOCN then shall enter the Part 3 disconnect information on the NXD screen in BIRRDs, and the CO Code disconnect Effective Date entered on the NXD screen shall match the CO Code disconnect Effective Date entered on the ACD screen. The Non-pooled CO Code shall be included in the Part 3 disconnect report posted on the NANPA web site.

### 11.3.11.5

If there are no LRNs and no active or pending LNP Ports, including ISP ports, on the returned Non-pooled CO Code pending disconnect, the NPAC shall use the Part 3 disconnect information received via email from the NANPA to remove the capability to port numbers from the returned Non-pooled CO Code 15 business days prior to the Effective Date of the disconnect. This removal shall cause any new port attempts against the returned Non-pooled CO Code to fail at the user interface, thus avoiding additional impediments to the Non-pooled CO Code return process.

### 11.3.11.6

If the only active or pending LNP Ports on the Non-pooled CO Code are ISP Ports or the ad hoc report returns any quantity of LRNs on the Non-pooled CO Code, NANPA shall deny the Part 1 application. CO Code Holders shall remove all ISP Ports and LRNs from a Non-pooled CO Code being returned before submitting a Part 1 to NANPA. SPs shall not retain any numbers, including LRNs, from a returned Non-pooled CO Code.

### 11.3.11.7

If there are active or pending LNP Ports (other than ISP Ports) on the Non-pooled CO Code, NANPA shall:

- a) First contact the SP(s) with the most ports, requesting the SP to become the new CO Code Holder, and providing in the email notification the number of ports for the SP, the number of SPs with ported TNs and the total number of ported TNs overall. In the email notification, the NANPA shall indicate that the SP with the most ports is expected to become the new Code Holder unless a technical reason prevents the SP from doing so. The NANPA shall provide a specific response due date, which is 10 calendar days from the date of email issuance.
- b) The SP(s) with the most ports shall respond on or before the specific response due date (i.e., within 10 calendar days) with a complete and accurate Part 1 intercompany Operating Company Number (OCN) and switch change request, or email the NANPA with an explanation of why the SP cannot become the new CO Code Holder.
- c) If the SP(s) with the most ports cannot become the new CO Code Holder or does not respond, the NANPA shall contact all SPs shown on the NPAC report with ported TNs from the identified Non-Pooled CO Code at the same time, informing them of the CO Code Holder's intention to disconnect. NANPA shall provide each potential CO Code Holder with the total number of ported TNs it has, the number of SPs with ported TNs, and the total number of ported TNs overall. NANPA shall provide a specific response due date, which is 10 calendar days from the date of email issuance. NANPA shall use the latest contact information that it

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has on file for the impacted SP(s). Further, SPs also may designate a special contact for this purpose by providing contact information to NANPA.

- d) SPs with ported TNs shall respond on or before the specific response due date (i.e., within 10 calendar days) with a complete and correct Part 1 intercompany OCN and switch change request, or email the NANPA with an explanation or why they cannot become the new Code Holder.
- e) Include in its contact email, language that states that the current SP is seeking to expedite the return of the Non-Pooled CO Code. This shall be done only if the SP returning the Non-Pooled CO Code has indicated an expedite request on its Part 1.
- f) Suspend the Part 1 pending identification of a new CO Code Holder and so inform the Applicant via a Part 3. NANPA shall request the incumbent CO Code Holder to maintain default routing until a new CO Code Holder is found. An edit in BIRRDs prevents the incumbent CO Code Holder from creating a disconnect view on the NXD screen in BIRRDs prior to NANPA creating a disconnect view on the ACD.
- g) The first SP to respond with a completed and correct Part 1, indicating all requested changes in Section 1.4, shall become the new CO Code Holder.<sup>292</sup> Only the receipt of a Part 1 by NANPA shall be accepted as an official request for the Non-Pooled CO Code. The entry in the "Switching Identification (Switching Entity/POI)" field shall be an active Common Language Location Code (CLLI Code), one of the valid network entity types appropriate for CO Code assignment, and built in BIRRDs, otherwise NANPA shall deny the application. Only the receipt of a Part 1 by NANPA shall be accepted as an official request for the Non-Pooled CO Code. If the Switching Entity/POI populated in Section 1.2 of the Part 1 is not under the ownership or control of the Applicant, the Applicant shall provide documentation (e.g., letter of authorization) allowing this use, otherwise NANPA shall deny the application. NANPA shall retain this documentation on file and the Applicant may reference it in the "Comments" field of the Part 1 on future applications utilizing the same Switching Entity/POI instead of providing the documentation again. NANPA shall retain the documentation until the authorizing SP indicates that the authorization has been revoked. NANPA shall process the Part 1 as a Non-pooled CO Code Reassignment and provide a Part 3 to the new CO Code Holder.<sup>293</sup> NANPA shall provide a Part 3 Denial to the SP returning the Non-Pooled CO Code, indicating that a new CO Code Holder has been found and provide the Effective Date of the Reassignment to the new OCN.<sup>294</sup> NANPA also shall notify all the SPs on the original distribution that a new CO Code Holder has been selected. NANPA shall include in the Part 3 to the new CO Code Holder the contact name, telephone number, and e-mail address of the SP returning the Non-pooled CO Code. NANPA also shall include in the Part 3 to the SP returning the Non-pooled CO Code the contact information of the new CO Code Holder. In either case, a SP may decline to have its information included, and shall indicate as such on the Part 1.
- h) If a SP agrees to assume responsibility for the Non-pooled CO Code and to expedite<sup>295</sup> its activation, the SP shall indicate the latter by providing accompanying written documentation with the Part 1 agreeing to a shortened activation interval date. The documentation should also indicate that the activation interval shall not be less than 30 calendar days. The NANPA shall not grant an expedited effective date if there is no accompanying written documentation.
- i) If after 10 calendar days from the issuance of the e-mail there are no volunteers, NANPA shall notify the appropriate regulatory authority and the SPs with ported TNs that no SP has submitted a valid Part 1 to become the CO Code Holder and therefore, the Non-pooled CO Code shall be disconnected (resulting in customers with ported TNs being disconnected as well). NANPA shall issue a Part 3 Approval to the incumbent SP approving the Non-pooled CO Code return and the CO Code disconnect Effective Date and concurrently create a disconnect view on the ACD screen in BIRRDs. NANPA shall update and post to the

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<sup>292</sup> Months to Exhaust (MTE) and utilization requirements are waived.

<sup>293</sup> A Part 4 Confirmation of CO Code In Service shall be submitted by the new CO Code Holder in the case in which a Central Office (CO) Code (NPA-NXX) has been returned and re-Allocated, yet the old CO Code Holder had not yet submitted the Part 4. The Part 4 shall be submitted within six months after the original Part 3 Central Office Code Administrator's Response/Confirmation Effective Date.

<sup>294</sup> It is the responsibility of the new CO Code Holder to contact the original CO Code Holder if the Central Office (CO) Code (NPA-NXX) transfer does not occur on the Effective Date originally indicated on the Part 3 Central Office Code Administrator's Response/Confirmation denial so that the original CO Code Holder can continue to maintain default routing until the new Effective Date.

<sup>295</sup> See Section 9.3.7.

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NANPA web page a report titled “Part 3 Disconnects.” This report shall contain all disconnects processed by NANPA.

- j) NANPA shall provide the NPAC with written notification that the SP has terminated service in order for NPAC to remove all records (e.g., ported TNs) in its database related to the reclaimed Non-pooled CO Code after the effective disconnect date.
- k) Should the above situation occur, a SP originally contacted by NANPA because it had active or pending LNP Ports on the returned Non-pooled CO Code per the NPAC report may decide it wants to become the new CO Code Holder after NANPA has created the disconnect view on the ACD screen in BIRRDS and processed the Part 3 Disconnect. Provided the SP submits a complete and accurate Part 1 no less than 15 business days prior to the Effective Date of the CO Code disconnect,<sup>296</sup> NANPA shall cancel the disconnect view on the ACD screen and the incumbent SP shall cancel the disconnect view on the NXD. NANPA then shall reassign the Non-pooled CO Code to the new SP.
- l) If a SP requests to become the CO Code Holder but has no ported TNs and cannot meet MTE and utilization, NANPA shall direct the SP to make its request to the appropriate regulatory authority. Upon receiving both written confirmation (email or fax) from the regulatory authority and a valid Part 1 from the SP no less than 15 business days prior to the Effective Date of the disconnect,<sup>297</sup> NANPA shall make the SP the new CO Code Holder. This process only applies to Non-pooled CO Codes with active or pending LNP Ports.
- m) If the SP returning the Non-pooled CO Code becomes aware of ported TNs on the Non-pooled CO Code and NANPA has issued a Part 3 Disconnect, the SP should:
  - 1) identify SP(s) receiving ported TNs from the returned Non-pooled CO Code;
  - 2) notify NANPA of ported TNs;
  - 3) the SP receiving ported TNs from the returned Non-pooled CO Code should contact NANPA regarding taking over the returned Non-pooled CO Code

NANPA shall, after having received and processed a valid Part 1, designate the SP Applicant as the new CO Code Holder. See Section 11.3.9.

### 11.3.11.8

If there are LRNs active or pending LNP Ports, ISP Ports, on the returned Non-pooled CO Code pending disconnect, or if porting of TNs occurs on a returned Non-pooled CO Code after NANPA has issued a Part 3 disconnect but prior to the 15 business days before the Effective Date of the disconnect, NPAC shall notify NANPA that a port has occurred. NPAC also shall disregard the Part 3 disconnect information and shall not suspend porting at the 15 business-day timeframe. NANPA shall request approval from the appropriate regulatory authority for NPAC to delete the Subscription Version(s) (SVs) from its databases. Written approval from the appropriate regulatory authority for the deletion of the SVs from the NPAC databases may be sent to NPAC directly from the appropriate regulatory authority, or via NANPA.

### 11.3.11.9

Generally, a SP should not be obligated to maintain default routing more than 66 calendar days after filing a complete and accurate Part 1 indicating its intent to return the Non-pooled CO Code, but delays in entering the disconnect view on the NXD screen in BIRRDS may cause a later than anticipated disconnect Effective Date on

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<sup>296</sup> All new CO Code Holders shall follow the standard Central Office (CO) Code (NPA-NXX) activation process in Section 8.3. In order to stop the disconnect and re-assign a CO Code, a minimum of five (5) business days is needed to notify iconectiv to reverse the disconnect and send an emergency notification to Service Providers (SP). Adding this time interval to the ten (10) business day requirement for the North American Numbering Plan Administrator (NANPA) to process CO Code applications results in the requirement for SPs to provide a Part 1 Central Office Code (NPA-NXX) Application no less than fifteen (15) business days prior to the Effective Date of the disconnect.

<sup>297</sup> See previous footnote.

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the Non-pooled CO Code due to the automatic rescheduling mechanism in BIRRDs to preserve the industry notification timeframe.

Following is a flow chart depicting the processes outlined in Section 11.3.11 above.

Section 11.1.11 Flow chart: Voluntary Return of Non-Pooled NXX Codes

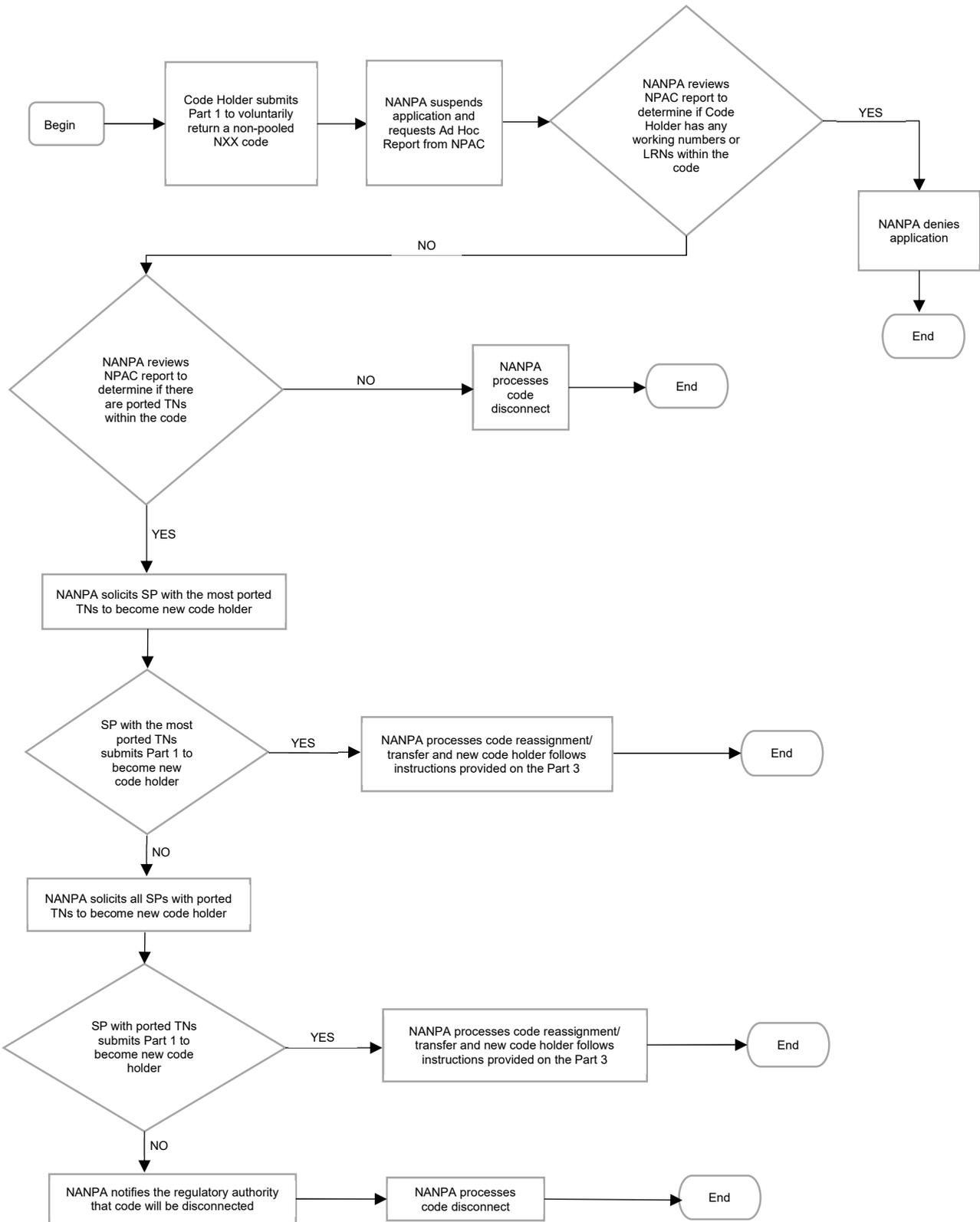


Figure 11-1: CO Code Holders returning a Pooled CO Code Where there are no Thousands-Blocks assigned to other SPs

### 11.3.12 CO Codes Returned in Error

For any Non-pooled CO Codes returned to NANPA in error, one of the following scenarios and steps applies and should be taken:

- a) Scenario 1: The Part 3 has not yet been issued.
  - 1) The SP should cancel the return in NAS.
- b) Scenario 2: The Part 3 has been issued and the Non-pooled CO Code return was approved and the Effective Date has not yet been reached.
  - 1) The SP shall notify the NANPA Code Administrator to cancel the return in NAS in order to cancel the disconnect view on the ACD in BIRRDs.
  - 2) The SP shall take the appropriate steps to cancel the disconnect view on the NXD in BIRRDs.
  - 3) It is recommended that the SP contact the TRA to negotiate the issuance of an Emergency Notification.
- c) Scenario 3: The Part 3 has been issued and the Non-pooled CO Code return was approved and the Effective Date of the return has passed.
  - 1) The SP shall re-request the CO Code through NAS.
  - 2) The SP shall initiate contact with NANPA and the appropriate regulatory authority to get the disconnected CO Code re-Assigned in any manner outside of standard procedures.
  - 3) The SP shall take the appropriate steps to reestablish the Non-pooled CO Code in BIRRDs.
  - 4) The TRA shall issue an Emergency Notification if the Effective Date is fewer than 45 days from when the CO Code is reestablished in BIRRDs.
- d) Scenario 4: A Part 3 suspension has been issued and the Non-pooled CO Code return was suspended due to ported TNs.
  - 1) The SP shall notify NANPA to cancel the return in NAS.
- e) Scenario 5: The Part 3 Non-pooled CO Code return denial has been issued to the disconnecting SP because a Part 3 transfer approval has been issued to a new CO Code Holder.
  - 1) The disconnecting SP shall contact NANPA and the new CO Code Holder to obtain their approvals to cancel both the return and the new assignment in NAS. NANPA shall cancel the scheduled transfer on the ACD in BIRRDs if the Effective Date has not passed or modify the ACD in BIRRDs assigning the Non-pooled CO Code back to the disconnecting SP if the Effective Date for the transfer has passed.
  - 2) The disconnecting SP shall contact TRA to change the AOCN on the CO Code record in BIRRDs and ensure that the Non-pooled CO Code is provisioned in BIRRDs with the appropriate information.
  - 3) The disconnecting SP and the new CO Code Holder shall ensure the transfer has been reversed with regard to NPAC changes.

### 11.3.13 Responsibilities of the NANPA

#### 11.3.13.1

If a Part 4 has not been received by the NANPA during the first five months following the original Effective Date returned on the Part 3 and entered on the ACD screen in BIRRDs, then the NANPA shall send, via facsimile/electronic mail, a reminder notice to the CO Code Assignee. The notice shall be sent no later than one month prior to the end of the sixth month, and shall direct the Assignee to do one of the following by the end of the sixth month after the original Effective Date returned on the Part 3 and entered on the ACD screen in BIRRDs:

- a) For Non-pooled CO Codes, submit the Part 4 to the NANPA.
- b) For a Non-pooled CO Code application which was submitted directly to the NANPA, if that Non-pooled CO Code becomes pooled after it is Assigned, the Part 4 shall be submitted to the NANPA.

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- c) If the Non-pooled CO Code is no longer needed or not In Service, return the Non-pooled CO Code by submitting a Part 1.

During the first ten calendar days of each calendar month, the NANPA shall prepare and forward a spreadsheet of all existing and newly identified delinquent Non-pooled CO Codes to the appropriate state commission. Spreadsheets for those states that have declined to exercise their Reclamation authority shall be forwarded to the FCC.

The NANPA shall await further direction from the FCC or appropriate state commission for further action. If the FCC or appropriate state commission directs the NANPA to reclaim the Non-pooled CO Code, the NANPA shall send a letter to the CO Code Holder advising them of the Effective Date of the disconnect of the Non-pooled CO Code.

If a Part 4 is returned to the NANPA for a Non-pooled CO Code appearing on the delinquent list and an extension has not been granted, the Part 4 shall be returned to the SP marked as refused or denied with a reminder for the CO Code Holder to return the Part 4 to the appropriate state commission or to the FCC.

### 11.3.13.2

If a Part 4 has not been received by the NANPA by the Part 4 due date, then the NANPA shall send, via facsimile/electronic mail, a notice to the CO Code Assignee. The notice shall be sent on the first day that the Part 4 shall no longer be accepted in NAS, and shall direct the Assignee to do one of the following immediately:

- a) If the Non-pooled CO Code is In Service, submit a manual Part 4 to the appropriate regulatory authority;
- b) If the Non-pooled CO Code is no longer needed or not In Service, return the Non-pooled CO Code(s) by submitting a Part 1;
- c) Or request an extension from the appropriate regulatory authority per Section 11.2.3

### 11.3.13.3

If there are active or pending LNP Ports for any TNs within the Non-pooled CO Code which is being returned/reclaimed, the NANPA shall use the process outlined in Section 11.3.11.

### 11.3.13.4

When a Non-pooled CO Code is re-Allocated, the NANPA shall modify the ACD screen in BIRRDS concurrent with the Part 3 issuance to the new SP.

### 11.3.13.5

NANPA shall create a disconnect view on the ACD screen in BIRRDS if NANPA determines that there are no active ports, pending ports, or LRNs within the Non-pooled CO Code being returned. An edit has been placed in BIRRDS to prevent SPs from entering a disconnect view in BIRRDS prior to NANPA entering a disconnect view on the ACD screen. This is to ensure that the Non-pooled CO Code is not removed from the LERG Routing Guide as an active Non-pooled CO Code until the Part 3 with the Effective Date of the disconnect is received from NANPA, and to prevent an adverse effect on ported-out customers.

## 11.3.14 Responsibilities of the NPAC

### 11.3.14.1

If there are no active or pending LNP Ports on the returned Non-pooled CO Code pending disconnect, the NPAC shall use the Part 3 disconnect information received via email from the NANPA to remove the capability to port numbers from the returned Non-pooled CO Code 15 business days prior to the Effective Date of the disconnect. This removal shall cause any new port attempts against the returned Non-pooled CO Code to fail at the user interface, thus avoiding additional impediments to the Non-pooled CO Code return process.

## **11.3.15 Responsibilities of the New CO Code Holder**

### **11.3.15.1**

A CO Code Holder shall be Local Number Portability (LNP) capable, may put the Non-pooled CO Code on any Switching Entity/POI in the Rate Center, and should already be providing service in the Rate Center. This should eliminate any potential problems with facilities readiness.

### **11.3.15.2**

It is the responsibility of each SP to provide an accurate E911 record for each of its customers to the E911 SP. It is essential that the outgoing SP unlock its E911 records in the regional E911 database, and the new SP shall transition the affected customers' records to its own company ID in the E911 database.

### **11.3.15.3**

It is the responsibility of the new CO Code Holder to ensure its AOCN notifies Telcordia Technologies, Inc. dba iconectiv to update the AOCN responsibility in BIRRDs for the re-Allocated Non-pooled CO Code(s).

### **11.3.15.4**

It is the responsibility of the new CO Code Holder to ensure its AOCN modifies the NXD in BIRRDs to reflect the new CO Code Holder's Part 2 information after iconectiv has updated the AOCN responsibility. This update shall be completed within seven calendar days after the approved Part 3 has been issued by NANPA in order to allow adequate industry notification.<sup>298</sup>

### **11.3.15.5**

It is the responsibility of the new CO Code Holder to notify National Exchange Carrier Association (NECA) to update the NECA Tariff FCC No. 4 database with the new OCN for the re-Allocated Non-pooled CO Code(s), but only if the new CO Code Holder currently participates in the NECA Tariff FCC No. 4. NECA currently requires a copy of the new Part 3 approving the CO Code transfer.

## **12 Abandoned Numbering Resources**

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### **12.1 Thousands-Blocks (NPA-NXX-X)**

A Thousands-Block is considered abandoned when the Pooling Administrator (PA) is unable to reach the incumbent Thousands-Block Holder.

If the Thousands-Block Holder is the CO Code Holder of the Pooled Central Office (CO) Code (NPA-NXX), refer to Section 12.2. In the case where a Thousands-Block is abandoned, and the Thousands-Block Holder is not the CO Code Holder of the Pooled CO Code, the PA may not have prior knowledge of the situation or know if there are any active or pending Local Number Portability (LNP) ported Telephone Numbers (TN) on the Thousands-Block. Further, the PA may be unable to contact the incumbent Thousands-Block Holder concerning the status of the Thousands-Block. Often, customer complaints or information provided by other Service Providers (SP) are some of the ways that the PA learns of these abandoned Thousands-Block situations.

The PA shall work closely with regulatory authorities to obtain timely information about SPs abandoning service. Service abandonment is under the direction of a regulatory authority or court.

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<sup>298</sup> See the Next Generation Interconnection Interoperability Forum's "Recommended Notification Procedures to the Industry for Changes in Access Network Architecture (ATIS-0300046), Attachment B"

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When the PA is notified of an abandoned Thousands-Block, the PA shall contact the appropriate regulatory authority and seek guidance concerning the return of the abandoned Thousands-Block. The PA shall not act independently of regulatory authority direction with regard to the disconnect of the abandoned Thousands-Block. The PA shall within seven calendar days from receiving notification from the appropriate regulatory authority request an ad hoc report from the Number Portability Administration Center (NPAC) that shall identify active and pending Local Number Portability (LNP) Ports.

If there are no active or pending LNP Ports, including Intra-Service Provider (ISP) Ports on the Thousands-Block, the PA shall process the disconnect of the Thousands-Block after receiving written confirmation (email or fax) from the involved regulatory authority. The PA then shall provide the NPAC written notice from the regulatory authority that the SP has terminated service in order for the NPAC to remove all records in its database related to the Thousands-Block, including ISP Ported TNs.

If the only active or pending LNP Ports on the Thousands-Block are ISP Ports, the PA shall process the disconnect of the Thousands-Block after receiving written confirmation (email or fax) from the involved regulatory authority. The PA then shall provide the NPAC written notice from the regulatory authority that the SP has terminated service in order for the NPAC to remove all records in its database related to the Thousands-Block, including ISP Ported TNs.

In those instances where there is porting on the abandoned Thousands-Blocks and unless otherwise directed by the regulatory authority, the PA shall contact those SPs with ported TNs to determine if they will become the new Thousands-Block Holder. The PA shall follow the same process as outlined in Section 11.1.9.7.

If the appropriate regulatory authority directs the PA to disconnect all ports, via written confirmation (email or fax), the PA shall provide the NPAC written notice from the appropriate regulatory authority that the SP has terminated service in order for NPAC to remove all records in its database related to the Thousands-Block, including ISP Ported TNs. The PA shall then add the pristine Thousands-Block back into the Industry Inventory Pool. The PA shall also provide NECA with the written notice from the appropriate regulatory authority.

Over-contaminated Thousands-Blocks shall not be placed back into the Industry Inventory Pool and shall not be considered part of the Industry Inventory Pool for pool replenishment purposes.

The PA shall return the abandoned Thousands-Block to the pool once written confirmation (e-mail or fax) is received from the regulatory authority directing the PA to reclaim the Thousands-Block. The PA shall direct any customer complaints concerning the disruption of service to the appropriate regulatory authority.

In the case of an abandoned Thousands-Block, the PA shall not act independently of regulatory authority direction with regard to the Reassignment of the Thousands-Block to a SP with ported TNs.

The PA shall follow the steps set forth in Sections 11.1.9.5 and 11.1.9.6.

## **12.2 Pooled Central Office (CO) Codes (NPA-NXX)**

### **12.2.1**

A CO Code Holder is an Assignee of a full Central Office (CO) Code (NPA-NXX). CO Code Holders can either be Thousands-Block Number Pool participants, or not. CO Code Holders who are Thousands-Block Number Pool participants shall submit disconnects for Pooled CO Codes to the Pooling Administrator (PA).

### **12.2.2**

In the case where a Pooled CO Code is abandoned, North American Numbering Plan Administrator (NANPA) or the PA may not have prior knowledge of the situation or know if there are Assigned Thousands-Blocks (NPA-NXX-X) or active or pending Local Number Portability (LNP) ported Telephone Numbers (TN) on the Pooled CO Code. Further, NANPA or the PA may be unable to contact the CO Code Holder concerning the status of the Pooled CO Code or to request that it maintain the default routing function if there are Thousands-Blocks Assigned, active or pending Local Number Portability (LNP) Ported TNs. Often, customer complaints or information provided by Service Providers (SP) are the way that NANPA or the PA learns of these abandoned Pooled CO Code situations.

### 12.2.3

NANPA shall then contact the appropriate regulatory authority to seek guidance concerning the return or reassignment of the abandoned pooled NXX code.<sup>299</sup>

### 12.2.4

When the appropriate regulatory authority concurs with treating the CO Code(s) as abandoned, NANPA shall provide the NPAC written notice that the SP has terminated service in order for NPAC to remove the abandoning SP's records in its database related to the abandoned CO Code, including any LRNs within the CO Code, any intra-service provider ported TNs within the CO Code, Thousands-Blocks Assigned or Retained by the abandoning SP, and any Thousands-Blocks or ported TNs from other CO Codes that are supported by LRNs within the abandoned CO Code(s). NANPA or the PA shall also provide NECA with the written notice from the appropriate regulatory authority.

### 12.2.5

The NANPA shall notify the PA when the abandoning SP's records have been removed from the NPAC and NANPA shall request an ad hoc report from the NPAC on the abandoned Pooled CO Code(s) to determine if there are any active ports to SPs other than the abandoning CO Code Holder and provide the NPAC report to the PA.

### 12.2.6

A SP has the option to refuse a CO Code re-allocation, but should provide an explanation to the NANPA or Pooling Administrator (PA) for its refusal. Refusal shall not adversely impact any pending CO Code/Thousands-Block assignment application because it is unrelated to the re-allocation.

### 12.2.7

When a CO Code is re-Allocated to another SP, the Pooled CO Code is considered to be re-Allocated rather than re-Assigned; therefore, the SP does not have to meet the Months to Exhaust (MTE) and utilization criteria for this Pooled CO Code.

### 12.2.8

When a Pooled CO Code is re-Allocated, the new CO Code Holder and the old CO Code Holder (when operational) should work together to discuss whether it is more appropriate to transfer the CO Code in the Number Portability Administration Center (NPAC) using the Coordinated Industry Effort Process or the LNP NANC 323 SPID Migration Process. This decision should be based on the quantity and type of customers involved, and the agreement of the involved SPs that would have to coordinate the change. It is recommended that the Coordinated Industry Effort Process be considered when there are five or fewer SPs involved and less than 150 subscription versions (SVs). If that process cannot be used, then the NANC 323 SPID Migration Process is the preferred method. The following describes the available processes:

- a) The Coordinated Industry Effort Process is a coordinated manual delete/recreate update of the affected CO Code records. The new CO Code Holder should identify the number of ported and/or pooled TNs within the CO Code(s) to be transferred and the number of involved SPs to determine if this option is feasible. Based on the number of involved SPs, the new CO Code Holder should coordinate a conference call among all affected SPs to determine if the delete/recreate process is acceptable among all affected SPs. Affected SPs should note that the delete/recreate process is service-affecting for those ported and/or pooled customers. The type of customer should also be considered when determining if this option is feasible. If

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<sup>299</sup> There are differing requirements among state commissions/regulatory authorities relating to bankruptcies and the treatment of CO Codes as carrier assets as well as carrier of last resort obligations that may affect the disposition of an abandoned CO Code. Regulatory authority involvement is needed to ensure these requirements are addressed.

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the Coordinated Industry Effort process is deemed acceptable, the affected SPs shall coordinate the deletion and recreation of all ported and/or pooled TN records in the CO Code(s). It is recommended that this process should be considered when there are five or fewer SPs involved and fewer than 150 ported TNs and no pooled Thousands-Blocks (see NANC LNPA WG Best Practices posted on the NPAC Public Site [see NPAC contact information in Glossary section]).

- b) The LNP NANC 323 SPID Migration Process is a coordinated update of the SPID attribute in the NPA-NXX, NPA-NXX-X, Location Routing Number (LRN) as well as the respective SV or number pool block record. This process supports NPAC Users that require assistance migrating LNP data associated with one SPID to one or more other SPIDs. If after considering the Coordinated Industry Effort Process, the SP that is receiving the CO Code ultimately determines that a NANC 323 SPID migration is to be scheduled after considering the responses from the SPs impacted by the migration, the receiving SP shall initiate the request by issuing a SPID Migration Request Form ("Form") to the NPAC, specifying the migrating CO Codes and affected LNP data. This Form and the associated M&Ps are posted in the NPAC Secure Site, under the 'NPAC M&Ps' button. To access the Secure Site, go to the NPAC Public Site (see NPAC contact information in Glossary) and click on the 'Customer Portal' button to login to the secure area.

### 12.2.9

This section describes the responsibilities of NANPA, the PA, and SPs in situations when a SP is abandoning Pooled CO Codes that contain Assigned or retained Thousands-Blocks and/or ported TNs and a new CO Code Holder shall be selected with minimal impact on existing customers.

#### 12.2.9.1

NANPA shall request an ad hoc report from the NPAC on the abandoned Pooled CO Code to determine if there are any active ports, pending ports, or LRNs to SPs other than the abandoning CO Code Holder.

#### 12.2.9.2

If Thousands-Blocks are Assigned to any Thousands-Block Holders other than the CO Code Holder, the PA:

- a) First email the SP(s) with the most Thousands-Blocks, requesting the SP(s) to become the new CO Code Holder, and informing the SP(s) of the CO Code Holder's abandonment of the CO Code. In the email notification, the PA shall identify the Assigned or Retained Thousands-Blocks within the CO Code and the Thousands-Block Holder of each Thousands-Block, and shall note that the SP(s) with the most Thousands-Blocks is expected to become the new CO Code holder unless a technical reason prevents the SP from doing so. The PA shall provide a specific response due date, which is 10 calendar days from the date of email issuance.
- b) The SP(s) with the most Thousands-Blocks shall respond on or before the specific response due date (i.e., within 10 calendar days) with a complete and accurate Part 1 intercompany OCN change request, or email the PA with an explanation why the SP cannot become the new CO Code holder.
- c) If the SP(s) with the most Thousands-Blocks cannot become the new CO Code Holder or does not respond, the PA shall email all Thousands-Block Holders informing them of the CO Code Holder's abandonment of the CO Code. In the email notification, the PA shall identify the Assigned or Retained Thousands-Blocks within the CO Code and the Thousands-Block holder of each Thousands-Block. The PA also shall note that any SP with Thousands-Blocks is expected to become the new CO Code Holder unless there is a technical reason preventing the SP from doing so. The PA shall provide a specific response due date, which is 10 calendar days from the date of email issuance. The PA shall use the latest contact information that Pooling Administration has on file for the impacted Thousands-Block Holder(s). Further, SPs also may designate a special contact for this purpose by providing contact information to the PA.
- d) The Thousands-Block Holders shall respond on or before the specific response due date (i.e., within 10 calendar days) with a complete and correct CO Code Part 1 intercompany OCN change request, or email the PA with an explanation why they cannot become the new CO Code holder.

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- e) The first Thousands-Block Holder to respond with a complete and correct CO Code Part 1 shall become the new CO Code Holder.<sup>300</sup> Only the receipt of a CO Code Part 1 by the PA shall be accepted as an official request for the Pooled CO Code. The PA shall forward the CO Code Part 1 to NANPA as a Pooled CO Code reassignment and provide a Part 3 to the new CO Code Holder indicating that the Part 1 has been forwarded to the NANPA. The PA also shall notify all Thousands-Block holders that were previously contacted that a new CO Code Holder has been selected.
- f) If an SP agrees to assume responsibility for the Pooled CO Code and to expedite<sup>301</sup> its activation, the SP shall indicate the latter by providing accompanying written documentation with the CO Code Part 1 agreeing to a shortened activation interval date (see Section 9.2.8). The documentation also shall indicate that the activation interval shall not be less than 30 calendar days. The NANPA shall not grant an expedited effective date if there is no accompanying written documentation.
- g) NANPA shall process the CO Code Part 1 and provide a CO Code Part 3 to the new CO Code Holder and the PA.<sup>302</sup> The entry in the Switching Entity/POI field shall be an active Common Language® Location Code (CLLI™ Code), one of the valid network entity types appropriate for CO Code assignment, and built in BIRRDs, otherwise NANPA shall deny the application. If the Switching Entity/POI populated in Section 1.2 of the Part 1 form is not under the ownership or control of the applicant, the applicant shall provide documentation (e.g. letter of authorization) allowing this use, otherwise NANPA shall deny the application. NANPA shall retain this documentation on file and the applicant may reference it in the comments field of the Part 1 on future applications utilizing the same Switching Entity/POI instead of providing the documentation again. NANPA shall retain the documentation until the authorizing service provider indicates that the authorization has been revoked.
- h) After receiving the CO Code Part 3 from NANPA, the PA shall respond with a Part 3 to the new CO Code Holder.
- i) The PA shall modify all of the available Thousands-Blocks within the transferring Pooled CO Code to be effective 1 calendar day after the CO Code Part 3 effective date of the transfer. This step shall ensure that the new CO Code Holder has sufficient time to make the necessary NPAC updates.

### 12.2.9.3

In those instances where there is porting on the abandoned Pooled CO Code and there are no block holders or no block holder volunteered to become the new Code Holder, the PA shall:

- a) First email the SP(s) with the most ports, requesting the SP to become the new CO Code Holder, and informing the SP of the CO Code Holder's abandonment of the CO Code. The PA shall provide in the email notification the number of ports for the SP, the number of SPs with ported TNs and the total number of ported TNs overall. The PA shall note that the SP with the most ports is expected to become the new CO Code Holder unless a technical reason prevents the SP from doing so. The PA shall provide a specific response due date, which is 10 calendar days from the date of email issuance.
- b) The SP(s) with the most ports shall respond on or before the specific response due date (i.e., within 10 calendar days) with a complete and accurate Part 1 intercompany OCN change request, or email the PA with an explanation why the SP cannot become the new CO Code Holder.
- c) If the SP(s) with the most ports cannot become the new CO Code Holder or does not respond, the PA shall email all SPs with ported TNs informing them of the CO Code Holder's abandonment of the CO Code. In the email notification, the PA shall provide each potential CO Code Holder with the total number of ported TNs it has, the number of SPs with ported TNs, and the total number of ported TNs overall. The PA shall provide a specific response due date, which is 10 calendar days from the date of email issuance. The PA shall use the latest contact information that Pooling Administration has on file for the impacted SPs. Further, SPs also may designate a special contact for this purpose by providing contact information to the PA.

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<sup>300</sup> Months to Exhaust (MTE) and utilization requirements are waived.

<sup>301</sup> See Section 9.2.8.

<sup>302</sup> NANPA and the PA will work with the new CO Code Holder to determine if a Part 4 for the CO Code is necessary.

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- d) The SPs with ported TNs shall respond on or before the specific response due date (i.e., within 10 calendar days) with a complete and correct CO Code Part 1 intercompany OCN change request, or email the PA with an explanation why they cannot become the new CO Code Holder.
- e) The first SP with ported TNs to respond with a complete and correct CO Code Part 1 shall become the new CO Code Holder.<sup>303</sup> Only the receipt of a CO Code Part 1 by the PA shall be accepted as an official request for the Pooled CO Code. The PA shall forward the CO Code Part 1 to NANPA as a Pooled CO Code reassignment and provide a Part 3 to the new CO Code Holder indicating that the Part 1 has been forwarded to the NANPA. The PA also shall notify all Thousands-Block Holders and SPs with ported TNs that were previously contacted that a new CO Code Holder has been selected.
- f) If an SP agrees to assume responsibility for the Pooled CO Code and to expedite<sup>304</sup> its activation, the SP shall indicate the latter by providing accompanying written documentation with the CO Code Part 1 agreeing to a shortened activation interval date (see Section 9.2.8). The documentation also shall indicate that the activation interval shall not be less than 30 calendar days. The NANPA shall not grant an expedited effective date if there is no accompanying written documentation.
- g) NANPA shall process the CO Code Part 1 and provide a CO Code Part 3 to the new CO Code Holder and the PA.<sup>305</sup> The entry in the Switching Entity/POI field shall be an active Common Language® Location Code (CLLI™ Code), one of the valid network entity types appropriate for CO Code assignment, and built in BIRRDs, otherwise NANPA shall deny the application. If the Switching Entity/POI populated in Section 1.2 of the Part 1 form is not under the ownership or control of the applicant, the applicant shall provide documentation (e.g. letter of authorization) allowing this use, otherwise NANPA shall deny the application. NANPA shall retain this documentation on file and the applicant may reference it in the comments field of the Part 1 on future applications utilizing the same Switching Entity/POI instead of providing the documentation again. NANPA shall retain the documentation until the authorizing service provider indicates that the authorization has been revoked.
- h) After receiving the CO Code Part 3 from NANPA, the PA shall respond with a Part 3 to the new CO Code Holder.
- i) The PA shall modify all of the available Thousands-Blocks within the transferring Pooled CO Code to be effective 1 calendar day after the CO Code Part 3 effective date of the transfer. This step shall ensure that the new CO Code Holder has sufficient time to make the necessary NPAC updates.

### 12.2.9.4

If the PA is unable to locate a new CO Code Holder, the PA shall inform NANPA that no SPs responded to requests to become the CO Code Holder and/or all refused to become the Code Holder. The PA shall provide NANPA the requests that the PA sent to the potential new code holders, and the PA shall also provide NANPA a copy of the NPAC Ad Hoc Report. The PA also shall notify all SPs that were previously contacted that a Code Holder was not found.

### 12.2.9.5

NANPA then shall contact the appropriate regulatory authority advise that a new Code Holder could not be found for the abandoned Pooled CO Code, and the CO Code will be disconnected.<sup>306</sup> NANPA shall include information about whether there are Assigned Thousands-Blocks, active ports, pending ports, or LRNs, on the abandoned Pooled CO Code.

- a) If a new CO Code Holder cannot be established for Pooled CO Codes with Thousands-Blocks Assigned or with active or pending LNP Ports, NANPA shall create the disconnect view of the Pooled CO Code on the

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<sup>303</sup> Months to Exhaust (MTE) and utilization requirements are waived.

<sup>304</sup> See Section 9.2.8.

<sup>305</sup> NANPA and the PA will work with the new CO Code Holder to determine if a Part 4 for the CO Code is necessary.

<sup>306</sup> There are differing requirements among state commissions/regulatory authorities relating to bankruptcies and the treatment of Central Office (CO) Codes (NPA-NXX) as Carrier assets as well as Carrier of last resort obligations that may affect the disposition of an abandoned CO Code. Regulatory authority involvement is needed to ensure these requirements are addressed.

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ACD screen in BIRRDS after receiving written confirmation (email or fax) from the involved regulatory authority.

- b) NANPA then shall provide the NPAC and TRA written notice from the regulatory authority that the SP has terminated service in order for NPAC to remove all records in its database after the effective date of the CO Code disconnect related to the LRN and the Pooled CO Code, including ISP Ported TNs, and for TRA to create a disconnect view on the NXD for the Pooled CO Code in BIRRDS for industry notification of the disconnect.

Following is a flow chart depicting the processes outlined in Section 12.2.9 above:

Section 12.2.9 Flow chart: Abandoned Pooled NXX Codes Containing Assigned Blocks/Ported Numbers

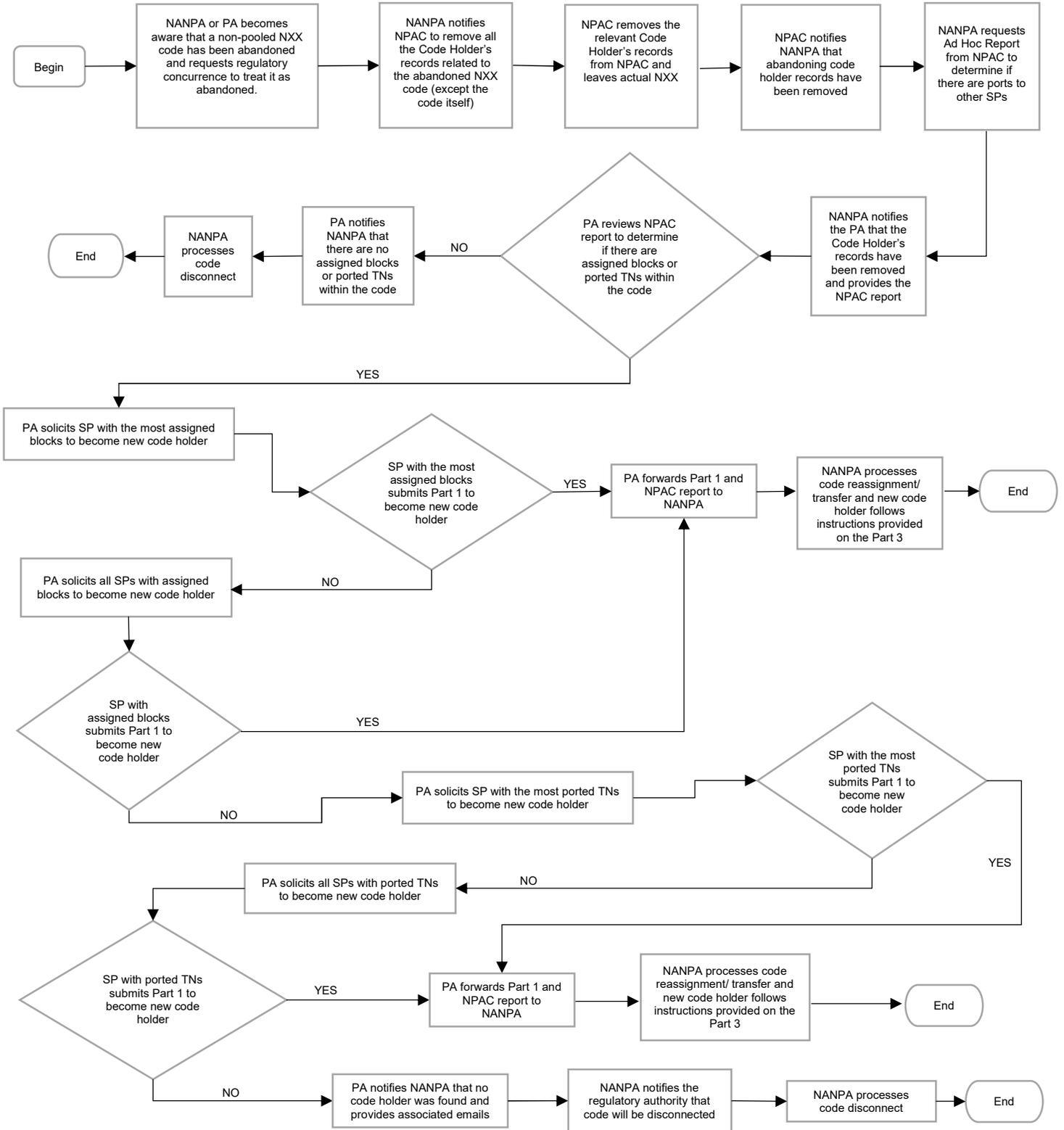


Figure 12-1: CO Code Holders returning a Pooled CO Code where there are Thousands-Blocks assigned to other SPs and the CO Code Holder has no working numbers

### **12.2.9.6**

NANPA and/or the PA shall direct any customer complaints concerning the disruption of service to the involved SP or appropriate regulatory authority. In the case of an abandoned Pooled CO Code, NANPA and/or the PA shall not act independently of regulatory authority direction with regard to the Reassignment of a Pooled CO Code to a SP with ported TNs.

## **12.2.10 Responsibilities of the NANPA**

### **12.2.10.1**

NANPA shall request that the NPAC produce an ad hoc report, generated during off-peak hours, that identifies the SPs and associated quantities of ported TNs in a returned Pooled CO Code, as well as the quantity of LRNs in a returned Pooled CO Code. This information shall assist NANPA or the PA in re-allocating the Pooled CO Code, if TNs ported to other SPs are found within the Pooled CO Code. The NPAC shall charge NANPA for the ad hoc report per the existing NPAC contract. The reports are to be provided to the NANPA pursuant to a non-disclosure agreement. The NANPA or the PA should use these reports to provide each potential CO Code Holder with the total number of ported TNs it has, number of SPs with ported TNs, and the total number of ported TNs overall.

### **12.2.10.2**

When a Pooled CO Code is re-Allocated, the NANPA shall modify the ACD screen in BIRRDS concurrent with the Part 3 Central Office Code Administrator's Response/Confirmation issuance to the new SP.

### **12.2.10.3**

NANPA shall create a disconnect view on the ACD screen in BIRRDS if NANPA determines that there are no active ports, pending ports, or LRNs within the Pooled CO Code being returned. An edit has been placed in BIRRDS to prevent SPs from entering a disconnect view in BIRRDS prior to NANPA entering a disconnect view on the ACD screen. This is to ensure that the Pooled CO Code is not removed from the LERG Routing Guide as an active Pooled CO Code until the Part 3 with the Effective Date of the disconnect is received from NANPA, and to prevent an adverse effect on ported-out customers.

### **12.2.10.4**

NANPA is required to post the Effective Dates of pending Pooled CO Code disconnects on the NANPA website in order for SPs to be aware of approved Pooled CO Code disconnects. In addition, NANPA should periodically (every six months) send an electronic reminder to CO Code Holders of their responsibility to submit a Part 1 Central Office Code (NPA-NXX) Application to the PA to return a Pooled CO Code. CO Code holders should notify the appropriate numbering administrator if they are no longer able to perform default routing functions (e.g., the SP is no longer providing service in the area served by that Pooled CO Code).

## **12.2.11 Responsibilities of the NPAC**

### **12.2.11.1**

If there are no active or pending LNP Ports on the returned Pooled CO Code pending disconnect, the NPAC shall use the Part 3 disconnect information received via email from the NANPA to remove the capability to port numbers from the returned Pooled CO Code 15 business days prior to the Effective Date of the disconnect. This removal shall cause any new port attempts against the returned Pooled CO Code to fail at the user interface, thus avoiding additional impediments to the Pooled CO Code return process.

## **12.2.12 Responsibilities of the New CO Code Holder**

### **12.2.12.1**

A CO Code Holder shall be LNP capable, may put the Pooled CO Code on any Switching Entity/POI in the Rate Center, and should already be providing service in the Rate Center. This should eliminate any potential problems with facilities readiness.

### **12.2.12.2**

It is the responsibility of each SP to provide an accurate E911 record for each of its customers to the E911 SP. It is essential that the outgoing SP unlock its E911 records in the regional E911 database, and the new SP shall transition the affected customers' records to its own company ID in the E911 database.

### **12.2.12.3**

It is the responsibility of the new CO Code Holder to ensure its Administrative Operating Company Number (AOCN) notifies Telcordia Technologies, Inc. dba iconectiv to update the AOCN responsibility in BIRRDs for the re-Allocated Pooled CO Code(s).

### **12.2.12.4**

It is the responsibility of the new CO Code Holder to ensure its AOCN modifies the NXD in BIRRDs to reflect the new CO Code Holder's Part 2 information after iconectiv has updated the AOCN responsibility. This update shall be completed within seven calendar days after the approved Part 3 has been issued by NANPA in order to allow adequate industry notification.<sup>307</sup>

### **12.2.12.5**

It is the responsibility of the new CO Code Holder to notify National Exchange Carrier Association (NECA) to update the NECA Tariff FCC No. 4 database with the new Operating Company Number (OCN) for the re-Allocated Pooled CO Code(s), but only if the new CO Code Holder currently participates in the NECA Tariff FCC No. 4. NECA currently requires a copy of the new Part 3 approving the CO Code transfer.

## **12.3 Non-Pooled Central Office (CO) Codes (NPA-NXX)**

### **12.3.1**

A CO Code Holder is an Assignee of a full Central Office (CO) Code (NPA-NXX). CO Code Holders can either be Thousands-Block Number Pool participants, or not. Disconnects for Non-pooled CO Codes in a pooling Rate Center should be sent to North American Numbering Plan Area (NANPA), unless the Pooling Administrator (PA) received the original application for the Non-pooled CO Code.

### **12.3.2**

In the case where a Non-pooled CO Code(s) is abandoned, NANPA may not have prior knowledge of the situation or know if there are active ports, pending ports, or Location Routing Numbers (LRN) on the Non-pooled CO Code(s). Further, NANPA may be unable to contact the incumbent CO Code Holder concerning the status of the Non-pooled CO Code(s) or to request that it maintain default routing function if there are ported TNs. Often, customer complaints or information provided by Service Providers (SP) are the way that NANPA learns of these abandoned Non-pooled CO Code situations.

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<sup>307</sup> See the Next Generation Interconnection Interoperability Forum's "Recommended Notification Procedures to the Industry for Changes in Access Network Architecture (ATIS-0300046), Attachment B"

**12.3.3**

NANPA will then contact the regulatory authorities and seek guidance concerning the return or reassignment of the abandoned Non-Pooled CO Code(s).<sup>308</sup>

**12.3.4**

When the appropriate regulatory authority concurs with treating the CO Code(s) as abandoned, NANPA shall provide the NPAC written notice that the SP has terminated service in order for NPAC to remove the abandoning SP's records in its database related to the abandoned CO Code, including any LRNs within the CO Code, any intra-service provider ported TNs within the CO Code, and any ported TNs supported by the LRNs within the abandoned CO Code. NANPA will request the actual CO Codes be left in the NPAC database in order to potentially transfer the CO Codes to new CO Code Holders. NANPA shall also provide NECA with the written notice from the appropriate regulatory authority.

**12.3.5**

Reasonable efforts should be taken to re-establish a CO Code Holder in order to maintain default routing. The incumbent CO Code Holder shall continue to maintain default routing until the approved return is effective or the CO Code transfer is effective. Should the CO Code Holder vacate their responsibilities, calls to the donor Switching Entity/Point of Interconnection (POI) shall not be processed.

**12.3.6**

A SP has the option to refuse a Non-pooled CO Code re-allocation, but should provide an explanation to the NANPA or Pooling Administrator (PA) for its refusal. Refusal shall not adversely impact any pending CO Code/Thousands-Block assignment request because it is unrelated to the re-allocation.

**12.3.7**

When a Non-pooled CO Code is re-Allocated to another SP, the Non-pooled CO Code is considered to be re-Allocated rather than re-Assigned; therefore, the SP does not have to meet the Months to Exhaust (MTE) and utilization criteria for this Non-pooled CO Code.

**12.3.8**

When a Non-pooled CO Code is re-Allocated, the new CO Code Holder and the old CO Code Holder (when operational) should work together to discuss whether it is more appropriate to transfer the Non-pooled CO Code in the Number Portability Administration Center (NPAC) using the Coordinated Industry Effort Process or the LNP NANC 323 SPID Migration Process. This decision should be based on the quantity and type of customers involved, and the agreement of the involved SPs that would have to coordinate the change. It is recommended that the Coordinated Industry Effort Process be considered when there are 5 or fewer SPs involved and less than 150 subscription versions (SVs). If that process cannot be used, then the NANC 323 SPID Migration Process is the preferred method. The following describes the available processes:

- a) The Coordinated Industry Effort Process is a coordinated manual delete/recreate update of the affected CO Code records. The new CO Code Holder should identify the number of ported and/or pooled TNs within the CO Code(s) to be transferred and the number of involved SPs to determine if this option is feasible. Based on the number of involved SPs, the new CO Code Holder should coordinate a conference call among all affected SPs to determine if the delete/recreate process is acceptable among all affected SPs. Affected SPs should note that the delete/recreate process is service-affecting for those ported and/or pooled customers. The type of customer should also be considered when

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<sup>308</sup> There are differing requirements among state commissions/regulatory authorities relating to bankruptcies and the treatment of CO Codes as carrier assets as well as carrier of last resort obligations that may affect the disposition of an abandoned CO Code. Regulatory authority involvement is needed to ensure these requirements are addressed.

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determining if this option is feasible. If the Coordinated Industry Effort process is deemed acceptable, the affected SPs shall coordinate the deletion and recreation of all ported and/or pooled TN records in the CO Code(s). It is recommended that this process should be considered when there are five or fewer SPs involved and fewer than 150 ported TNs and no pooled Thousands-Blocks (see NANC LNPA WG Best Practices posted on the NPAC Public Site [see NPAC contact information in Glossary]).

- b) The LNP NANC 323 SPID Migration Process is a coordinated update of the SPID attribute in the NPA-NXX, NPA-NXX-X, LRN as well as the respective SV or number pool block record. This process supports NPAC Users that require assistance migrating Local Number Portability (LNP) data associated with one SPID to one or more other SPIDs. If after considering the Coordinated Industry Effort Process, the SP that is receiving the CO Code ultimately determines that a NANC 323 SPID migration is to be scheduled after considering the responses from the SPs impacted by the migration, the receiving SP shall initiate the request by issuing a SPID Migration Request Form ("Form") to the NPAC, specifying the migrating CO Codes and affected LNP data. This Form and the associated M&Ps are posted in the NPAC Secure Site, under the 'NPAC M&Ps' button. To access the Secure Site, go to the NPAC Public Site (see NPAC contact information in Glossary ) and click on the 'Customer Portal' button to login to the secure area.

### 12.3.9

This section describes the responsibilities of NANPA and SPs in situations when a SP is abandoning CO Codes that contain ported Telephone Numbers (TN) and a new CO Code Holder shall be selected with minimal impact on ported customers.

#### 12.3.9.1

NANPA shall request an ad hoc report from the NPAC on the abandoned Non-pooled CO Code to determine if there are any active ports, pending ports or LRNs to SPs other than the abandoning CO Code Holder.

#### 12.3.9.2

NANPA shall then contact the appropriate regulatory authority and seek guidance concerning the return or Reassignment of the abandoned Non-pooled CO Code.<sup>309</sup> NANPA shall include information about whether there are active ports, pending ports, or LRNs on the abandoned Non-pooled CO Code.

##### 12.3.9.2.1

In those instances where there is porting on the abandoned Non-pooled CO Code, NANPA shall:

- a) First contact the SP(s) with the most ports, informing the SP of the CO Code Holder's abandonment of the CO Code, requesting the SP to become the new CO Code Holder, and providing in the email notification the number of ports for the SP, the number of SPs with ported TNs and the total number of ported TNs overall. In the email notification, the NANPA shall indicate that the SP with the most ports is expected to become the new CO Code Holder unless a technical reason prevents the SP from doing so. NANPA shall provide a specific response due date, which is 10 calendar days from the date of email issuance.
- b) The SP(s) with the most ports shall respond on or before the specific response due date (i.e., within 10 calendar days) with a complete and accurate Part 1 intercompany OCN and switch change request, or email the NANPA with an explanation why the SP cannot become the new CO Code Holder.
- c) If the SP(s) with the most ports cannot become the new CO Code Holder or does not respond, the NANPA shall contact all SPs shown on the NPAC report with ported TNs from the identified Non-Pooled

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<sup>309</sup> There are differing requirements among state commissions/regulatory authorities relating to bankruptcies and the treatment of Central Office (CO) Codes (NPA-NXX) as Carrier assets as well as Carrier of last resort obligations that may affect the disposition of an abandoned CO Code. Regulatory authority involvement is needed to ensure these requirements are addressed.

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CO Code at the same time, informing them of the CO Code Holder's abandonment of the CO Code and requesting that SP become the new CO Code Holder. NANPA shall provide each potential CO Code Holder with the total number of ported TNs it has, the number of SPs with ported TNs, and the total number of ported TNs overall. NANPA shall provide a specific response due date, which is 10 calendar days from the date of email issuance. NANPA shall use the latest contact information that it has on file for the impacted SP(s). Further, SPs also may designate a special contact for this purpose by providing contact information to NANPA.

- d) SPs with ported TNs shall respond on or before the specific response due date (i.e., within 10 calendar days) with a complete and accurate Part 1 intercompany OCN and switch change request, or email the NANPA with an explanation why they cannot become the new CO Code Holder.
- e) The first SP to respond with a completed and correct Part 1, indicating all requested changes in Section 1.4, shall become the new CO Code Holder.<sup>310</sup> Only the receipt of a Part 1 by NANPA shall be accepted as an official request for the Non-Pooled CO Code. The entry in the Switching Entity/POI field shall be an active Common Language® Location Code (CLLI™ Code), one of the valid network entity types appropriate for CO Code assignment, and built in BIRRDS, otherwise NANPA will deny the application. If the Switching Entity/POI populated in Section 1.2 of the Part 1 form is not under the ownership or control of the applicant, the applicant shall provide documentation (e.g. letter of authorization) allowing this use, otherwise NANPA shall deny the application. NANPA shall retain this documentation on file and the applicant may reference it in the comments field of the Part 1 on future applications utilizing the same Switching Entity/POI instead of providing the documentation again. NANPA shall retain the documentation until the authorizing service provider indicates that the authorization has been revoked. NANPA shall process the Part 1 as a Non-Pooled CO Code reassignment and provide a Part 3 to the new code holder.<sup>311</sup> NANPA also shall notify all the SPs with ported TNs previously contacted that a new CO Code Holder has been selected.
- f) If an SP agrees to assume responsibility for the Non-Pooled CO Code and to expedite<sup>312</sup> its activation, the SP shall indicate the latter by providing accompanying written documentation with the Part 1 agreeing to a shortened activation interval date (See Section 9.3.7). The documentation also shall indicate that the activation interval shall not be less than 30 calendar days. The NANPA shall not grant an expedited effective date if there is no accompanying written documentation.

### 12.3.9.2.2

If a new CO Code Holder cannot be established for Non-pooled CO Codes with active or pending Local Number Portability (LNP) Ports, NANPA shall create the disconnect view of the Non-pooled CO Code on the ACD screen in BIRRDS after receiving written confirmation (email or fax) from the involved regulatory authority. NANPA then shall provide the NPAC and TRA written notice from the regulatory authority that the SP has terminated service in order for NPAC to remove all records in its database related to the LRN and Non-pooled CO Code, ISP Ported TNs and for TRA to create a disconnect view on the NXD for the Non-pooled CO Code in BIRRDS for industry notification of the CO Code disconnect. NANPA shall notify NPAC to remove the CO Codes from the NPAC database after the effective date of the CO Code disconnect.

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<sup>310</sup> Months to Exhaust (MTE) and utilization requirements are waived.

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<sup>311</sup> In the case in which a CO Code has been returned and reallocated and the old CO Code Holder had not yet submitted the Part 4, the new CO Code Holder shall submit the Part 4. The Part 4 shall be submitted within six months after the original Part 3 effective date.

<sup>312</sup> See Section 9.3.7.

**12.3.9.3**

NANPA shall direct any customer complaints concerning the disruption of service to the involved SP, or appropriate regulatory authority. In the case of an abandoned Non-pooled CO Code, NANPA shall not act independently of regulatory authority direction with regard to the Reassignment of a Non-pooled CO Code to a SP with ported TNs.

Following is a flow chart depicting the processes outlined in Section 12.3.9.2 above:

Section 12.3.9.2 Flow chart: Abandoned Non-Pooled NXX Codes Containing Ported Numbers

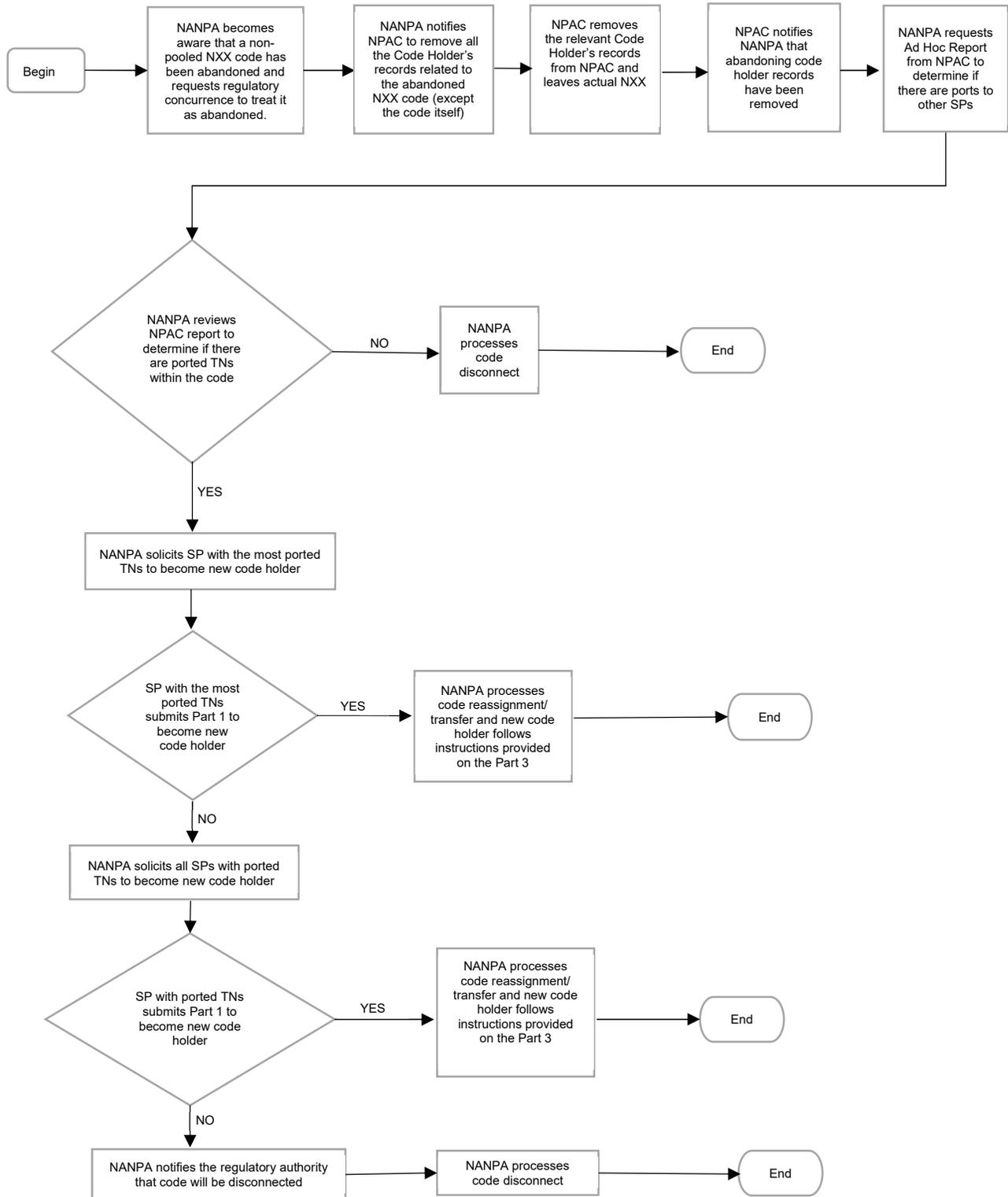


Figure 12-2: CO Code Holders returning a Pooled CO Code where there are Thousands-Blocks assigned to other SPs and the CO Code Holder has working numbers

## **12.3.10 Responsibilities of the NANPA**

### **12.3.10.1**

NANPA shall request that the NPAC produce an ad hoc report, generated during off-peak hours, that identifies the SPs and associated quantities of ported TNs in a returned Non-pooled CO Code, as well as the quantity of LRNs in a returned Non-pooled CO Code. This information shall assist NANPA in re-allocating the Non-pooled CO Code, if TNs ported to other SPs are found within the Non-pooled CO Code. The NPAC shall charge NANPA for the ad hoc report per the existing NPAC contract. The reports are to be provided to the NANPA pursuant to a non-disclosure agreement. The NANPA should use these reports to provide each potential CO Code Holder with the total number of ported TNs it has, number of SPs with ported TNs, and the total number of ported TNs overall.

### **12.3.10.2**

When a Non-pooled CO Code is re-Allocated, the NANPA shall modify the ACD screen in BIRRDS concurrent with the Part 3 Central Office Code Administrator's Response/Confirmation issuance to the new SP.

### **12.3.10.3**

NANPA shall create a disconnect view on the ACD screen in BIRRDS if NANPA determines that there are no active ports, pending ports, or LRNs within the Non-pooled CO Code being returned. An edit has been placed in BIRRDS to prevent SPs from entering a disconnect view in BIRRDS prior to NANPA entering a disconnect view on the ACD screen. This is to ensure that the Non-pooled CO Code is not removed from the LERG Routing Guide as an active Non-pooled CO Code until the Part 3 with the Effective Date of the disconnect is received from NANPA, and to prevent an adverse effect on ported-out customers.

### **12.3.10.4**

NANPA is required to post the Effective Dates of pending Non-pooled CO Code disconnects on the NANPA website in order for SPs to be aware of approved Non-pooled CO Code disconnects. In addition, NANPA should periodically (every six months) send an electronic reminder to CO Code Holders of their responsibility, to submit a Part 1 Central Office Code (NPA-NXX) Application to NANPA to return a Non-pooled CO Code. CO Code Holders should notify the appropriate numbering administrator if they are no longer able to perform default routing functions (e.g., the SP is no longer providing service in the area served by that Non-pooled CO Code).

## **12.3.11 Responsibilities of the NPAC**

### **12.3.11.1**

If there are no active or pending LNP Ports on the returned Non-pooled CO Code pending disconnect, the NPAC shall use the Part 3 disconnect information received via email from the NANPA to remove the capability to port numbers from the returned Non-pooled CO Code 15 business days prior to the Effective Date of the disconnect. This removal shall cause any new port attempts against the returned Non-pooled CO Code to fail at the user interface, thus avoiding additional impediments to the Non-pooled CO Code return process.

## **12.3.12 Responsibilities of the New CO Code Holder**

### **12.3.12.1**

A CO Code Holder shall be LNP capable, may put the Non-pooled CO Code on any Switching Entity/POI in the Rate Center, and should already be providing service in the Rate Center. This should eliminate any potential problems with facilities readiness.

**12.3.12.2**

It is the responsibility of each SP to provide an accurate E911 record for each of its customers to the E911 SP. It is essential that the outgoing SP unlock its E911 records in the regional E911 database, and the new SP shall transition the affected customers' records to its own company ID in the E911 database.

**12.3.12.3**

It is the responsibility of the new CO Code Holder to ensure its Administrative Operating Company Number (AOCN) notifies Telcordia Technologies, Inc. dba iconectiv to update the AOCN responsibility in BIRRDs for the re-Allocated Non-pooled CO Code(s).

**12.3.12.4**

It is the responsibility of the new CO Code Holder to ensure its AOCN modifies the NXD in BIRRDs to reflect the new CO Code Holder's Part 2 information after iconectiv has updated the AOCN responsibility. This update shall be completed within seven calendar days after the approved Part 3 has been issued by NANPA in order to allow adequate industry notification.<sup>313</sup>

**12.3.12.5**

It is the responsibility of the new CO Code Holder to notify National Exchange Carrier Association (NECA) to update the NECA Tariff FCC No. 4 database with the new Operating Company Number (OCN) for the re-Allocated Non-pooled CO Code(s), but only if the new CO Code Holder currently participates in the NECA Tariff FCC No. 4. NECA currently requires a copy of the new Part 3 approving the CO Code transfer.

## **13 Intra-Service Provider (ISP) Block Porting**

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**13.1 Requesting a New ISP**

Within the same Rate Center, ISP Block Porting can be used to port a Thousands-Block (NPA-NXX-X) of numbers from one Switching Entity/Point of Interconnection (POI) to another using a port type of pool. This can be used in an area where Thousands-Block Number Pooling has or has not been established. A Service Provider (SP) has the option of selecting from two methods: Option 1 dealing with the Pooling Administrator (PA) (pooled Rate Centers only), Option 2 dealing directly with the Number Portability Administration Center (NPAC).

- a) Option 1 is described in Section 13.1.1 below.
- b) Since Option 2 does not have PA involvement, Option 2 is not described in these guidelines. Details on Option 2 can be found in the NPAC Methods and Procedures.<sup>314</sup>

**13.1.1 Option 1-PA**

SP initiates ISP Block Porting application (port type of pool) by submitting a New ISP Block Port Request in the Pooling Administration System (PAS).

- a) PA checks to see whether the Thousands-Block (NPA-NXX-X) has been donated/returned to the pool. If the Thousands-Block has been donated/returned to the pool, the PA shall deny the application.

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<sup>313</sup> See the Next Generation Interconnection Interoperability Forum's "Recommended Notification Procedures to the Industry for Changes in Access Network Architecture (ATIS-0300046), Attachment B".

<sup>314</sup> Number Portability Administration Center (NPAC) M&P is available on the NPAC Secure site (<https://portal.numberportability.com/login>). Service Providers (SP) should make inquiries directly with NPAC regarding questions on the M&P.

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- b) In a pooling area for Non-pooled Central Office (CO) Codes (NPA-NXX) when the pooling indicator is set to "N" in BIRRDs, the PA shall change the indicator to "I" when the SP indicates it wants LERG Routing Guide/BIRRDs updated. In a non-pooling Rate Centers, the PA shall not be responsible for forwarding ISP Block Port applications or making any BIRRDs changes. When LERG Routing Guide/BIRRDs updates are requested, the PA updates the BCR/BCD screen in BIRRDs with the Switching Entity/POI.
- c) PA sends the Part 3A Pooling Administrator's Response/Confirmation to the SP.
- d) PA forwards the completed Part 1B NPAC Thousands-Block Data to the Number Portability Administration Center (NPAC).
- e) If the NPAC is unable to meet the Effective Date indicated on the Part 1B, the NPAC shall notify the SP and PA of the new Effective Date.
- f) NPAC builds Thousands-Block table for pooled and Non-pooled CO Codes.
- g) On Effective Date NPAC downloads designated Thousands-Block with a port type of pool.
- h) NPAC completes the Part 1B reflecting completion.
- i) NPAC forwards the completed Part 1B to the SP and PA.

ISP Block Porting Applicants requiring an Effective Date more than 33 calendar days after the date the PA receives the application shall specify their desired Effective Date. An application without an Effective Date shall be Assigned the standard PA-Assigned minimum Effective Date of 24 calendar days after the Allocation Date; this allows five calendar days for Administrative Operating Company Number (AOCN) entry of data into BIRRDs plus the 19 calendar-day notification interval. The PA shall always assure a minimum of 24 calendar days between the Allocation Date and the Effective Date, unless requested otherwise through the expedite process.

SPs shall allow at least two calendar days beyond the Effective Date prior to activating Telephone Numbers (TN) within the ISP Block Ported Thousands-Block. For example, if the Effective Date is October 28, XXXX, a SP can start assigning TNs on October 30, XXXX. This is necessary in order to allow for NPAC processing and downloading to take place.

The 21 calendar day notification interval (i.e., from AOCN input of Thousands-Block data into BIRRDs through completion of NPAC processing) is necessary because of some SPs' internal company notification process of 19 calendar days) and the 2-day NPAC update. It should be noted that interconnection arrangements and facilities need to be in place prior to activation of an ISP Block Ported Thousands-Block. Such arrangements are outside the scope of these guidelines.

A SP request for an expedited ISP Block Ported Thousands-Block Allocation shall occur on an exception basis. The following procedures enable a SP to request expedited treatment for an ISP Block Ported Thousands-Block(s). The expedite procedures below do not eliminate the Thousands-Block Holder and PA responsibilities described in Sections 8 and 14.

- a) The requesting SP shall indicate on the Part 1A Thousands-Block (NPA-NXX-X) Application that this is an expedited request with its desired Effective Date.
  - 1) To expedite all ISP Block Ported Thousands-Blocks in a multi-block application, the requesting SP shall select "Yes" for Request Expedited Treatment.
  - 2) To expedite one or more but not all ISP Block Ported Thousands-Blocks in a multi-block application, the SP shall select "No" for Request Expedited Treatment but shall include a statement in the "Remarks" field indicating which ISP Block Ported Thousands-Block(s) is/are to be expedited.
- b) The PA shall process the application if the request meets the criteria for ISP Block Porting of the Thousands-Block(s) and shall make every effort to process the application in fewer than the current maximum seven calendar days. The PA shall expedite such requests when it can do so without failing to meet its seven calendar day application processing interval for other SPs. The PA shall determine the minimum Effective Date for an expedited request based upon the following considerations:
  - 1) In the case of a new ISP Block Port Thousands-Block application, if the ISP Block Port Applicant is the CO Code Holder of the Non-pooled Central Office (CO) Code (NPA-NXX), and no NPAC notification is required, the Effective Date shall be at least nine calendar days after the issuance of the Part 3A. This allows for the PA and AOCN to update BIRRDs for LERG Routing Guide daily updates. The AOCN

shall agree to perform the BIRRDS update in two calendar days rather than the usual seven calendar days.

- 2) In the case of a new ISP Block Port Thousands-Block application, if the ISP Block Port Applicant is not the CO Code Holder of the Non-pooled CO Code, the Effective Date shall be no earlier than eight business days after the issuance of the Part 3A. This allows for the PA and AOCN to update BIRRDS for LERG Routing Guide daily updates. The NPAC shall build the ISP Block Ported Thousands-Block in the NPAC within three business days. The AOCN shall agree to perform the BIRRDS update in two calendar days rather than the standard five calendar days.
- 3) As soon as all NPAC processing and notifications have occurred, the SP shall activate the ISP Block Ported Thousands-Block and can begin customer assignments from a new Thousands-Block.

NOTE: SPs requesting expedited treatment of an ISP Block Ported Thousands-Block(s) should be aware that there may be potential impacts to other SPs and customers. This may affect customer service to the extent that a SP is unable to identify the SP to whom a Thousands-Block has been Assigned when responding to a customer trouble report.

### **13.1.2 Option 2- Number Portability Administration Center (NPAC)**

Since Option 2 does not have Pooling Administrator (PA) involvement, Option 2 is not described in these guidelines. Details on Option 2 can be found in the NPAC Methods and Procedures.

## **13.2 Modifying and Disconnecting an Intra-Service Provider (ISP) Block Ported Thousands-Block (NPA-NXX-X)**

There may be circumstances where a Service Provider (SP) requires a previously ISP Block Ported Thousands-Block of numbers to be modified in or disconnected from the Number Portability Administration Center (NPAC) [in order to snap back to the original Switching Entity/Point of Interconnection (POI)] and BIRRDS.

In both options, the disconnect intervals may be different depending on the reason for the initial ISP, e.g., Service Provider Inventory management or dedicated customer move.

### **13.2.1 Option 1: Pooling Administrator (PA)**

In cases where the ISP Block Port application was submitted in the Pooling Administration System (PAS), the SP shall submit any Switching Entity/POI or Part 1B NPAC Thousands-Block Data modification and any disconnects to the ISP ported Thousands-Block through PAS using the Modify ISP Block Port Request or Disconnect ISP Block Port Request functions in PAS.

- a) For ISP Block Port disconnects where the TBP Indicator is "I" on the ACD and NXD screens in BIRRDS, and the SP intends for the Central Office (CO) Code (NPA-NXX) to remain Non-pooled, the SP shall place a "D" on all 10 Thousands-Blocks on the NXD screen in BIRRDS prior to submitting the ISP Block Port Disconnect application in PAS. Upon approving the application, the PA shall disconnect all 10 Thousands-Blocks on the BCR/BCD screens and modify the TBP Indicator on the ACD screen in BIRRDS to "N".
- b) For ISP Block Port disconnects where the TBP Indicator is "I" on the ACD and NXD screens in BIRRDS, and the SP intends to disconnect/donate Thousands-Blocks from the "I" CO Code to the Industry Inventory Pool, the SP shall place a "D" only on the NXD for those Thousands-Blocks that are being disconnected/donated to the pool and send an email to the PA identifying those specific Thousands-Blocks which are being disconnected/donated to the Industry Inventory Pool from the "I" CO Code. The SP shall then submit the ISP Block Port disconnect(s). Upon approving the application, the PA shall disconnect only the BCR/BCD records for those Thousands-Blocks being disconnected/donated to the Industry Inventory Pool and modify the TBP Indicator on the ACD screen in BIRRDS to "Y". Once the ISP Block Port disconnects are approved, the SP shall follow the process described in Section 11.1 and submit the Thousands-Block disconnect applications for those Thousands-Blocks being disconnected/donated to the Industry Inventory Pool. For all ISP Block Port disconnects, the PA shall forward a Part 5 to the NPAC.

ISP Block Porting Applicants requiring an Effective Date more than 33 calendar days after the date the PA receives the application shall specify their desired Effective Date. An application without an Effective Date shall be Assigned

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the standard PA-Assigned minimum Effective Date of 24 calendar days after the Allocation Date; this allows five calendar days for Administrative Operating Company Number (AOCN) entry of data into BIRRDS plus the 19 calendar-day notification interval. The PA shall always assure a minimum of 24 calendar days between the Allocation Date and the Effective Date, unless requested otherwise through the expedite process.

SPs shall allow at least two calendar days beyond the Effective Date prior to activating Telephone Numbers (TN) within the ISP Block Ported Thousands-Block. For example, if the Effective Date is October 28, XXXX, a SP can start assigning TNs on October 30, XXXX. This is necessary in order to allow for NPAC processing and downloading to take place.

The 21 calendar day notification interval (i.e., from AOCN input of Thousands-Block data into BIRRDS through completion of NPAC processing) is necessary because of some SPs' internal company notification process of 19 calendar days) and the 2-day NPAC update. It should be noted that interconnection arrangements and facilities need to be in place prior to activation of an ISP Block Port Thousands-Block. Such arrangements are outside the scope of these guidelines.

A SP request for an expedited ISP Block Port Thousands-Block modification shall occur on an exception basis. The following procedures enable a SP to request expedited treatment for a modification of an ISP Block Ported Thousands-Block(s). The expedite procedures below do not eliminate the Thousands-Block Holder and PA responsibilities described in Sections 8 and 14.

- a) The requesting SP shall indicate on the Part 1A Thousands-Block (NPA-NXX-X) Application that this is an expedited request with its desired Effective Date.
  - 1) To expedite all Thousands-Blocks in a multi-block application, the requesting SP shall select "Yes" for Request Expedited Treatment.
  - 2) To expedite one or more but not all Thousands-Blocks in a multi-block application, the SP shall select "No" for Request Expedited Treatment, but shall include a statement in the "Remarks" field indicating which Thousands-Block(s) is/are to be expedited.
- b) The PA shall process the application if the application meets the criteria for the modification of the Thousands-Block(s) and shall make every effort to process the application in fewer than the current maximum seven calendar days. The PA shall expedite such requests when it can do so without failing to meet its seven-calendar day application processing interval for other SPs. The PA shall determine the minimum Effective Date for an expedited request based upon the following considerations:
  - 1) In the case of an ISP Block Port Thousands-Block modification or disconnect, the Effective Date shall be at least nine **calendar** days after the issuance of the Part 3A Pooling Administrator's Response/Confirmation. This allows for the PA and AOCN to update BIRRDS for LERG Routing Guide daily updates. The AOCN shall agree to perform the BIRRDS update in two **calendar** days rather than the usual seven **calendar** days. This also allows three **business** days for the NPAC to disconnect the ISP Block Ported Thousands-Block.

NOTE: SPs requesting expedited treatment of an ISP Block Ported Thousands-Block(s) should be aware that there may be potential impacts to other SPs and customers. This may affect customer service to the extent that a SP is unable to identify the SP to whom a Thousands-Block has been Assigned when responding to a customer trouble report.

### 13.2.2 Option 2: NPAC

Details on how to modify and disconnect a Thousands-Block of numbers can be found in the NPAC Methods and Procedures.

## 14 Administrator Responsibilities

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### 14.1 Pooling Administrator (PA)

The following describes the high-level responsibilities of the PA in:

- a) General Administration Duties
- b) Forecasting and Planning Processes

- c) Assignment Processes
- d) Reporting Processes
- e) Block Reclamation Processes
- f) Audits
- g) Industry Inventory Pool
- h) Responsibilities When Requesting Central Office (CO) Codes (NPA-NXX)
- i) Pooled CO Code Tasks
- j) NPA Jeopardy Situations and Thousands-Blocks (NPA-NXX-X)
- k) Trouble Shooting

Detailed PA responsibilities are described in the appropriate process sections of these guidelines.

#### 14.1.1 General Administration Duties

The PA, upon request, shall provide information and answer questions for clarification regarding Thousands-Block Number Pooling administration processes, procedures, interfaces, and services. Additionally, the PA shall provide, upon request of the Thousands-Block Number Pooling participant, information on how to obtain documents related to Thousands-Block Number Pooling administration. This can be accomplished by either referring the Service Provider (SP) to web sites where it shall be possible to download electronic copies, or by providing electronic copies via e-mail.

The PA shall:

- a) be responsible for activities associated with Industry Inventory Pool establishment;
- b) assure the availability, based upon industry established criteria, of Numbering Resources within the Industry Inventory Pool for a given Rate Center;
- c) add to the Numbering Resources in the Industry Inventory Pool when necessary by requesting Growth Central Office (CO) Codes (NPA-NXX) from North American Numbering Plan Administrator (NANPA) using Appendix 3 Thousands Block Months to Exhaust Certification Worksheet-1000 Block Level;
- d) work with NANPA in the planning and implementation of NPA Code Relief (e.g., update the PA's industry database to reflect any changes resulting from NPA Code Relief activity). For specific details, see NPA Code Relief Planning & Notification Guidelines (ATIS-0300061);
- e) provide copies of the these guidelines when requested by Thousands-Block Applicants, including timely notification of changes;
- f) assist the NANPA in analyzing and helping to resolve problems related to misrouted calls and calls that cannot be completed;
- g) track reported Switching Entity/Point of Interconnection (POI) cut-overs and Thousands-Block Reassignments and perform other operational functions (e.g., Thousands-Block Reclamation);
- h) make available on their web site the PA-recognized holidays and distribute as necessary;
- i) log and track all Thousands-Block applications using a tracking mechanism which shall enable the PA and Applicant to identify a specific Thousands-Block application; and
- j) build and maintain an industry data base which includes appropriate security for confidential data. The database shall be accessible through an appropriate mechanism and, at a minimum, include the following information:
  - 1) all pooled Thousands-Blocks in the Industry Inventory Pool (i.e., NPA-NXX-X level information displayed);
  - 2) status of the Thousands-Blocks (i.e., Allocated/Assigned, Available);
  - 3) identification of the SP to which the Thousands-Block has been Allocated, whether or not a Thousands-Block is contaminated;

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- 4) user profile(s) that contain the SP contact information, Operating Company Number (OCN), and level of access permitted. A SP may need multiple individual profiles and passwords
- k) set the "Pool Indicator" on the CO Code ACD screen in BIRRDs for those CO Codes from which Thousands-Blocks have been donated/returned to the Industry Inventory Pool after the Thousands-Block Disconnect Date;
- l) provide a report to NANPA of the SPs participating in pooling in a voluntary Rate Center outside of the top 100 Metropolitan Statistical Areas (MSA). NANPA shall deny any CO Code application from a SP that is participating in pooling in a voluntary Rate Center;
- m) ensure that any emails associated with a tracking number sent to Applicants or Assignees clearly identify the Rate Center, the state, the specific NPA-NXX or NPA-NXX-X, the type of response or application, and the tracking number in the subject line so that recipients can easily determine to which particular application or assignment the email pertains. The contents of the email should include sufficient other information (e.g., OCN, Effective Date, Switching Entity/POI) so that recipients can determine disposition of the email without logging into the Pooling Administration System (PAS) to get the necessary information to make such a decision;
- n) ensure that any emails (e.g., solicitation for new Thousands-Block Holder or a new CO Code Holder) sent to Applicants or Assignees clearly identify the Rate Center, the state, the specific NPA-NXX or NPA-NXX-X, and the type of response or application in the subject line so that recipients can easily determine to what the email pertains. The contents of the email should include sufficient other information (e.g., OCN or SPID, quantity of recipient's ports and overall ports) so that recipients can determine disposition of the email without logging into PAS to get the necessary information to make such a decision.

### 14.1.2 Forecasting and Planning Processes

The PA shall:

- a) compile demand forecasts of all SPs participating in Thousands-Block Number Pooling and generate a total forecast for the Industry Inventory Pool;
- b) perform statistical analysis of the SP's forecasts and facilitate the pool replenishment process to assure adequate Numbering Resources are Available for the industry's use through timely replenishment of the Industry Inventory Pool; and
- c) work cooperatively with the NANPA in determining when the Numbering Resources appear to be nearing exhaust

### 14.1.3 Assignment Processes

The PA shall:

- a) using the Pooling Administration System (PAS), receive all applications for Thousands-Blocks from SPs and validate each field as data is entered to ensure each Applicant meets the criteria to be a Thousands-Block Holder;
- b) verify that the Applicant has completed the appropriate forms containing all of the pertinent information such as OCN, Parent Company OCN, Switching Entity/POI, and Block Effective Date;
- c) deny the application if the PA has received written direction and supporting documentation from the appropriate regulatory authority to do so, due to jurisdictional Certification or licensing revocation;
- d) assist Industry Inventory Pool participants, as necessary, with the completion of all Thousands-Block Number Pooling forms;
- e) attempt to satisfy all SP requests for specific Thousands-Block(s) whenever possible, subject to the criteria identified in Section 7.1.6; if Thousand-Block(s) Assigned has any special status or treatment, e.g., restricted use, chatline, etc. (as indicated in the "Remarks" field on the Part 1A Thousands-Block (NPA-NXX-X) Application disconnect by the previous Thousands-Block Holder), the recipient SP is to be notified via the Part 3A Pooling Administrator's Response/Confirmation "Remarks" field regarding ability to use Thousands-Block(s);

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- f) select the specific Thousands-Block(s) for assignment, or provide the reason to the SP why the assignment cannot be made;
- g) be responsible for inputting necessary Thousands-Block assignment information into BIRRDS;
- h) respond to the Applicant's request(s) for Thousands-Blocks within 7 calendar days following receipt of the application by issuing the Part 3A to the Applicant. If a full CO Code is needed to fulfill the Applicant's request, see Section 14.1.7.1;
- i) provide a completed Appendix 3 when forwarding applications for new CO Codes to the NANPA to replenish the Industry Inventory Pool in order to meet a SP's request. This includes processing of expedited applications when needed;
- j) complete and return one Part 4 PA Confirmation of Pooled CO Code In Service to the NANPA to confirm that the CO Code obtained to replenish the Industry Inventory Pool has been placed In Service upon receipt of a Part 4A Confirmation of Thousands-Block In Service from any Thousands-Block Holder

### 14.1.4 The Reporting Processes

The PA shall:

- a) prepare and publish reports as required by the industry, NANPA, and regulatory authorities using forecast reports for projected future Number Resource usage;
- b) provide state commissions with disaggregated forecast data upon request;
- c) treat SP-specific data as confidential;
- d) aggregate Thousands-Block Holder forecast data and submit the aggregated data to the NANPA for use in applicable forecast studies; and only publish data that has been aggregated

The PA shall obtain the necessary SP documentation to establish and administer the Industry Inventory Pool.

### 14.1.5 Block Reclamation Processes

The PA is responsible for ensuring that Thousands-Blocks are reclaimed when necessary (see Section 11.1.9).

### 14.1.6 Audits

In the performance of its duties and in meeting its responsibilities, the PA may encounter situations that may alert them to a possible noncompliance with the industry guidelines which warrants the need for a for-cause Audit. In these situations, the PA shall inform and forward relevant information which contains the details of the possible infraction to the designated Auditor or appropriate regulatory agency for disposition.

In addition, the PA may be required to provide SP specific data to an Auditor in order to facilitate the Audit process.

### 14.1.7 Industry Inventory Tool

The objective of an Industry Inventory Pool is to maintain sufficient Thousands-Blocks for a 6-month Inventory.<sup>315</sup> The quantity of these Thousands-Blocks should be determined by the PA based upon:

- a) the number of SPs participating in a given Rate Center;
- b) the individual forecasts provided by each of the Thousands-Block Number Pooling participants; and
- c) the anticipated rate of assignment of the Thousands-Blocks within the Industry Inventory Pool.

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<sup>315</sup> 47 CFR § 52.20 (d) (2).

### 14.1.7.1 Replenishment of the Industry Inventory Pool

The PA shall monitor the supply of Available Thousands-Blocks in the Industry Inventory Pool for each of the Rate Centers being administered. This includes but is not limited to: anticipating the demand upon the Industry Inventory Pool, requesting SPs to replenish the supply based on Thousands-Block forecasts, and forwarding SP applications for new CO Codes to the NANPA when a request for Thousands-Blocks cannot be filled.

New CO Codes shall be used to replenish the Industry Inventory Pool after the initial Industry Inventory Pool has been established. Thousands-Blocks reclaimed by the PA shall also be used to replenish the Industry Inventory Pool. SPs may also voluntarily return any resources to assist in the replenishment of the Industry Inventory Pool, including any Numbering Resources in SP's Inventory within Thousands-Block Number Pooling Rate Centers, from both embedded resources as well as Thousands-Blocks Allocated to a SP by the PA. SPs should first return all uncontaminated Thousands-Blocks before returning any contaminated Thousands-Blocks for Industry Inventory Pool replenishment. SPs shall not donate or return a Thousands-Block containing a test line number unless the SP first disconnects the test line number and then reassigns a test line to a number within a retained Thousands-Block (if necessary). For Reclamation procedures, see Section 11.1.

When a new CO Code(s) is needed from the NANPA to replenish the Industry Inventory Pool, the PA may send a request via e-mail asking that SPs voluntarily return (using the Thousands-Block return process) any Thousands-Blocks, from Pooled or Non-pooled Central Office (CO) Codes (NPA-NXX) that are no longer needed, based on their 6-month Inventory forecast. SPs are encouraged but not required to donate/return Thousands-Blocks for ongoing replenishment of the Industry Inventory Pool.

The following steps provide the process flow and activation procedures for the addition of CO Codes in order to provide additional Thousands-Blocks to the Industry Inventory Pool to meet immediate or forecasted demand.

Step 1 - The PA utilizes SPs' Appendix 4 Thousands-Block Forecast Report forecasts to determine that additional Thousands-Blocks are required to maintain a 6-month supply for the Industry Inventory Pool for a specific Rate Center.

Step 2 - The PA may require new CO Code(s) to replenish the Industry Inventory Pool to meet a SP's application that is not able to be filled from Thousands-Blocks currently Available in the Industry Inventory Pool:

- a) When a SP applies for more than one Thousands-Block in a pool that needs to be replenished, the PA shall notify the SP submitting the application of the need for pool replenishment. The SP shall be given the option 1) to take part of the requested Thousands-Blocks from the Industry Inventory Pool and the remaining requested Thousands-Blocks from a new CO Code for pool replenishment, 2) receive all of the Thousands-Blocks from a new CO Code that is assigned for pool replenishment, or 3) receive Thousands-Blocks from the Industry Inventory Pool only (if there are sufficient Thousands-Blocks in the Industry Inventory Pool to satisfy the entire application).
- b) When there are no Thousands-Blocks Available in an Industry Inventory Pool and a SP applies for a Thousands-Block(s), the PA shall notify the SP submitting the request of the need for pool replenishment. The SP shall be asked to open a new CO Code for pool replenishment.

Step 3 - The SP shall complete the Part 1 Central Office Code (NPA-NXX) Application and Part 1A and submit them to the PA. The PA then shall forward that Part 1 to NANPA. For pool replenishment only, the PA shall provide to NANPA an aggregated Appendix 3.

Step 4 - NANPA shall review the Part 1 and, within seven calendar days, notify the PA and the CO Code Holder of the CO Code(s) assignment.

Step 5 - NANPA shall input CO Code Holder information into the ACD record of BIRRDS, using Part 1 data (NPA, NXX, OCN, Switching Entity/POI, and Effective Date).

Step 6 - Within seven calendar days of receipt of the Pooled CO Code assignment from NANPA, the PA shall inform the CO Code Holder of the Pooled CO Code and Thousands-Block(s) Assigned using the Part 3A .

- a) During this seven calendar day interval, the PA shall input all ten Thousands-Blocks into PAS and assign the requested number of Thousands-Blocks per the SP's Part 1A. All other Thousands-Blocks from this Pooled CO Code shall be made Available for Assignment in the Industry Inventory Pool, but listed as "pending verification of activation in the Public Switched Telephone Network (PSTN)" and be until the PA receives confirmation from the CO Code Holder of the pooled CO Code that the Pooled CO Code has been

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activated in the PSTN, loaded in the Number Portability Administration Center (NPAC), and all other CO Code Holder Responsibilities of a Pooled CO Code have been fulfilled.<sup>316</sup>

- b) The CO Code Holder of a Pooled CO Code receives a Thousands-Block from the Pooled CO Code Assigned to ensure that responsibilities in 8.2.4 are maintained. However, once the responsibilities of the SP outlined in 8.2.4 are fulfilled and the SP determines that the Thousands-Block is not needed, the SP does have the option of returning the Thousands-Block to the PA.
- c) As an option, and at the request of an Applicant, the PA may assign a Thousands-Block(s) from the Pooled CO Code with a Block Effective Date one business day after the Effective Date of the Pooled CO Code, if an Applicant selects the checkbox on the Part 1A that indicates that the Applicant explicitly understands that the underlying Pooled CO Code may not yet be activated in the PSTN and loaded in the NPAC on the Thousands-Block Effective Date. Regardless of whether this option is utilized, it is still advisable for Thousands-Block recipients to make a test call and ensure that default routing has been established by the CO Code Holder of the Pooled CO Code before loading the Assigned Thousands-Blocks into translations, and to verify that the Pooled CO Code has been loaded in the NPAC.
- d) The PA shall build the BCR record for Thousands-Block(s) being Assigned to the CO Code Holder of a Pooled CO Code. The information entered on the BCR record shall include the OCN of the Thousands-Block Holder, the Thousands-Block range, Switching Entity/POI and Thousands-Block Effective Date. The Effective Date for all Thousands-Block(s) Assigned to the CO Code Holder of a Pooled CO Code shall be the same as the Effective Date of the Pooled CO Code, unless the SP requests a date further out.

Step 7 (concurrent with Step 6) - Within 7 calendar days of notification by NANPA the CO Code Holder of a Pooled CO Code, or its designee, shall input Part 2 Central Office Code Routing and Rating Information (Forms 1-8) information into BIRRDS.

### 14.1.7.2 Critical Industry Inventory Insufficiency

A Critical Industry Inventory Insufficiency exists for a Rate Center when the Available resources in the Industry Inventory Pool for a particular Rate Center fall below the actual and/or forecasted demand for the next 66 calendar days. The PA:

- a) shall continue to assign Thousands-Blocks on a first come, first served basis;
- b) should request that SPs voluntarily return Thousands-Block(s); and
- c) shall not reduce Service Provider Inventories to replenish the Industry Inventory Pool; and
- d) shall approve and maintain Thousands-Block reservations when a safety valve waiver has been requested

### 14.1.8 Responsibilities When Requesting CO Codes

The PA, when forwarding an application to the NANPA for Growth Pooled CO Codes for Industry Inventory Pool growth, shall demonstrate that existing Thousands-Blocks for the Rate Center shall exhaust within 6 months by submitting the Appendix 3.<sup>317</sup> The aggregated Industry Inventory Pool data should include:

- a) Thousands-Blocks Available for Assignment;
- b) growth history of Thousands-Blocks, or equivalent information, for the past 6 months; and
- c) projected demand for Thousands-Blocks in the next 12 months.

The PA, when forwarding an application to the NANPA for a Pooled CO Code to a) satisfy the needs of a SP's single customer requiring 10,000 consecutive Telephone Numbers (TN), or b) establish a Location Routing Number

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<sup>316</sup> See ATIS-0300010, *Next Generation Interconnection Interoperability Forum (NGIIF) Reference Document Part II, Installation and Maintenance Responsibilities for Switched Access Services Feature Groups*, Section 3, NXX or NXX-X Code Openings. To resolve routing issues, see also: < [https://www.atis.org/01\\_commit\\_forums/NGIIF/contact-directories/](https://www.atis.org/01_commit_forums/NGIIF/contact-directories/) >.

<sup>317</sup> 47 CFR § 52.15 (g) (4) (A)

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(LRN), shall forward the Appendix 2 Thousands-Block Months to Exhaust Certification Worksheet - TN Level that is supplied to the PA by the requesting SP and includes:

- a) TNs Available for Assignment;
- b) incremental growth history of new TNs for the past 6 months (does not include ported-in TNs); and
- c) Projected incremental demand for TNs in the next 12 months

When a SP requests a dedicated CO Code for a single customer<sup>318</sup> and Months to Exhaust (MTE) and utilization are met or it is the SP's Initial request in the Rate Center, a customer letter is required as supporting documentation to accompany a dedicated CO Code application. The letter shall be on the customer's letterhead documenting the need for 10,000 consecutive TNs, indicating the state and Rate Center where the numbers are needed, and signed by a party within the customer's organization with the authority to make such a request (e.g., officer of the company). The SP shall submit to the PA (e.g., Attach Documents in PAS or email) this supporting documentation immediately after submitting the dedicated CO Code application. If the documents are not being attached in PAS, the PAS tracking number shall be provided. When a SP requests a dedicated CO Code for a single customer and MTE and utilization are not met, a safety valve waiver is required.

The SP to whom the Pooled CO Code is Assigned is responsible for providing the Part 4 Confirmation of CO Code In Service to the PA. This form confirms the Pooled CO Code has been placed In Service.<sup>319</sup> The PA shall forward this form to NANPA. In the case of a dedicated CO Code request for a single customer's use where the pool indicator of "NO" was selected in Section 1.5 of the Part 1, the SP shall submit the Part 4 to the PA.

Before allocating Thousands-Blocks from a new CO Code that was Assigned for use in an Industry Inventory Pool, the PA shall verify with the CO Code Holder that the Pooled CO Code has been activated in the PSTN, loaded in the NPAC, and all other CO Code Holder Responsibilities of a Pooled CO Code have been fulfilled. This step ensures that Thousands-Blocks Allocated to other SPs shall be viable except with the option below.<sup>320</sup>

As an option, and at the request of an Applicant, the PA may assign a Thousands-Block(s) from the Pooled CO Code with a Block Effective Date one business day after the Effective Date of the Pooled CO Code, if an Applicant selects the checkbox on the Part 1A that indicates that the Applicant explicitly understands that the underlying Pooled CO Code may not yet be activated in the PSTN and loaded in the NPAC on the Thousands-Block Effective Date. Regardless of whether this option is utilized, it is still advisable for Thousands-Block recipients to make a test call and ensure that default routing has been established by the CO Code Holder of the Pooled CO Code before loading the Assigned Thousands-Blocks into translations, and to verify that the Pooled CO Code has been loaded in the NPAC.

### 14.1.9 Pooled CO Code Holder Tasks

- a) On the original Part 3 Central Office Code Administrator's Response/Confirmation CO Code Effective Date, PAS shall automatically generate an e-mail to the CO Code Holder of the Pooled CO Code asking that the CO Code Holder of the Pooled CO Code verify that the Pooled CO Code has been activated in the PSTN. This means the CO Code Holder of the Pooled CO Code confirms that facilities and translations are in place and a call through test<sup>321</sup> was successfully performed. Within five business days of receiving the PA's email, the CO Code Holder of a Pooled CO Code shall indicate the status of the Pooled CO Code via PAS.

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<sup>318</sup> A single customer requiring 10,000 consecutive Telephone Numbers (TN) for its own internal use, not for the purpose of providing telecommunications service as defined in 47 CFR § 52.5 (j) to its end users or customers. See also FCC 15-70, ¶32.

<sup>319</sup> See definition of "In Service" in Glossary.

<sup>320</sup> See ATIS-0300010, *Next Generation Interconnection Interoperability Forum (NGIIF) Reference Document Part II, Installation and Maintenance Responsibilities for Switched Access Services Feature Groups*, Section 3, NXX or NXX-X Code Openings. To resolve routing issues, see also: < [https://www.atis.org/01\\_commit\\_forums/NGIIF/contact-directories/](https://www.atis.org/01_commit_forums/NGIIF/contact-directories/) >.

<sup>321</sup> See ATIS-0300032, *Next Generation Interconnection Interoperability Forum (NGIIF) Reference Document, Part X*

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A SP shall not submit the PSTN Activation confirmation more than five calendar days prior to the BIRRRS/LENG Routing Guide Effective Date.<sup>322</sup>

- b) If the CO Code Holder of the Pooled CO Code confirms via PAS the Pooled CO Code has been activated in the PSTN, loaded in the NPAC, and all other CO Code Holder responsibilities of a Pooled CO Code have been fulfilled, the PA shall, within two business days, change the status of the Thousands-Blocks in PAS to 'Available for Assignment' to any SP.
- c) If the CO Code Holder of the Pooled CO Code fails to respond, or advises the PA via PAS that the Pooled CO Code has not been activated in the PSTN, the status of the Thousands-Blocks in PAS remains unchanged. PAS shall continue to generate an e-mail message to the CO Code Holder requesting status of the Pooled CO Code. This e-mail shall be sent every tenth calendar day until the CO Code Holder responds to the PA via PAS with a confirmation that the Pooled CO Code has been activated in the PSTN, loaded in the NPAC, and all other CO Code Holder responsibilities of a Pooled CO Code have been fulfilled or until the Pooled CO Code is reclaimed by the NANPA.
- d) If a CO Code Holder of a Pooled CO Code is unable to activate the Pooled CO Code in the PSTN, load the Pooled CO Code in the NPAC, and fulfill all other CO Code Holder responsibilities of a Pooled CO Code by the Pooled CO Code's Part 3 Effective Date, the CO Code Holder of the Pooled CO Code shall advise the PA via PAS of the date it shall fulfill those responsibilities so that the PA can update the availability of the associated Thousands-Blocks in PAS and notify any SPs with Assigned Thousands-Block from the Pooled CO Code. The CO Code Holder of a Pooled CO Code still shall provide confirmation to the PA when it activates the Assigned Pooled CO Code in the PSTN, loads the Pooled CO Code in the NPAC and fulfills all other CO Code Holder responsibilities of a Pooled CO Code.

PAS shall not accept a Part 4A for a Thousands-Block Assigned to the CO Code Holder from a Pooled CO Code for which the CO Code Holder has not confirmed to the PA that the Pooled CO Code has been activated in the PSTN, loaded in the NPAC, and all other CO Code Holder responsibilities of a Pooled CO Code have been fulfilled. Once the CO Code Holder of a Pooled CO Code confirms that the Pooled CO Code has been activated in the PSTN, loaded in the NPAC, and all other CO Code Holder responsibilities of a Pooled CO Code have been fulfilled, the PA shall, within two business days, change the status of the Pooled CO Code in PAS and then the CO Code Holder of the Pooled CO Code shall be able to successfully submit a Part 4A into PAS.

PAS shall accept a Part 4A for a Thousands-Block Assigned to a Thousands-Block Holder that is not the CO Code Holder of a Pooled CO Code on or after the LENG Routing Guide Effective Date of the Thousands-Block. However, the PA shall not change the status of any remaining Thousands-Blocks in PAS to 'Available for Assignment' until the PA receives confirmation via PAS from the CO Code Holder of the Pooled CO Code that the Pooled CO Code has been activated in the PSTN, loaded in the NPAC, and all other CO Code Holder responsibilities of a Pooled CO Code have been fulfilled.

### 14.1.10 NPA Jeopardy Situations and Thousands-Blocks

When it is determined by the NANPA based on the "NPA Code Relief Planning & Notification Guidelines" (ATIS-0300061) that a Numbering Plan Area (NPA) is in Jeopardy,<sup>323</sup> the PA shall participate in the NPA Jeopardy activities. The Industry Inventory Pool participants are encouraged to also participate.

The PA and SPs shall follow the Jeopardy procedures outlined in the Section 15. It is understood that the PA shall continue to assign Thousands-Blocks on a first come, first served basis if pool Inventory is available. Thousands-Block reservations may be requested and maintained when an NPA is in Jeopardy.

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<sup>322</sup> See ATIS-0300010, *Next Generation Interconnection Interoperability Forum (NGIIF) Reference Document Part II, Installation and Maintenance Responsibilities for Switched Access Services Feature Groups*, Section 3, NXX or NXX-X Code Openings. To resolve routing issues, see also: < [https://www.atis.org/01\\_commit\\_forums/NGIIF/contact-directories/](https://www.atis.org/01_commit_forums/NGIIF/contact-directories/) >.

<sup>323</sup> A Jeopardy Numbering Plan Area (NPA) condition exists when the forecasted and/or actual demand for Central Office (CO) Code (NPA-NXX) resources shall exceed the known supply during the planning/implementation interval for relief.

## 14.1.11 Troubleshooting

### 14.1.11.1

When a block available in the industry inventory pool is identified as being more than 10% contaminated, the PA shall request an ad hoc report from NPAC within seven calendar days of being notified of the over 10% contamination.

If the only active or pending LNP ports on the block(s) are ISPs to the Code Holder of the pooled NXX, the PA shall request that the Code Holder of the pooled NXX place the block(s) back into its inventory. The PA shall use the latest contact information that Pooling Administration has on file for the Code Holder of the pooled NXX. SPs also may designate a special contact for this purpose by providing contact information to the PA. MTE and Utilization requirements are waived when retrieving a block that is over 10% contaminated. Retrieval by the Code Holder may be accomplished via e-mail with the PA. The PA shall then update PAS to show the block as retained by the Code Holder of the pooled NXX.

When necessary, if there are active or pending LNP ports to SPs other than the Code Holder of the pooled NXX, the PA shall first contact the SP with the most ports, providing the number of ports for the SP in the email, and requesting that the SP become the new block holder. The SP with the most ports will have five business days from the date of receipt of the PA's notification to respond with a complete and accurate Part 1A New Block Request. If the SP with the most ports does not respond, the PA shall contact all affected SPs shown on the NPAC report, requesting that one of those SPs become the new block holder. The affected SPs shall have five business days from the date of receipt of the PA's notification to respond with a complete and accurate Part 1A new block request. If the block will be the SP's initial block for the rate center, the SP shall ensure that it satisfies the license and/or certification and facilities readiness requirements and provide the appropriate documentation with the request. MTE and Utilization requirements are waived when accepting a block that is over 10% contaminated, however the SP should provide an explanation in the Remarks field on the Part 1A stating that it is responding to the PA's request for a new block holder of an over-contaminated block, and shall select the radio button labeled "Over-Contaminated Block Exception" on the MTE form in PAS, which waives the MTE and utilization requirements and allows the application to be submitted (See *PAS User Guide for SPs & SPCs* at [www.nationalpooling.com](http://www.nationalpooling.com) for more information). The PA shall use the latest contact information that Pooling Administration has on file for the affected SPs. SPs also may designate a special contact for this purpose by providing contact information to the PA.

The first SP to respond to the PA with a complete and accurate Part 1A new block request shall become the new block holder. Only the receipt of a Part 1A new block request via PAS shall be accepted as an official request. The PA shall process the new block request and provide a Part 3 to the new block holder. The PA also shall notify all affected SPs that a new block holder has been selected.

Upon approval of the new block request, the PA shall create the BCD record in BIRRDS with the new block holder's information. The new AOCN is responsible for creating BIRRDS data with the specified routing and rating information for the thousands-block. The thousands-block information will not appear in the LERG™ Routing Guide until the AOCN has performed this task.

If no SPs respond within the allotted timeframe or all decline to become the new block holder, the PA shall request the appropriate regulatory authority's approval to disconnect the ports effective 30 calendar days from the date the email is sent and return the pristine block back into the industry inventory pool. If the appropriate regulatory authority directs the PA to disconnect all ports, via written confirmation, email or fax, the PA shall provide the NPAC with written notice from the appropriate regulatory authority in order for the NPAC to remove all records in its database related to the block, including ISP Ported TNs.

### 14.1.11.2

To effectively facilitate the assignment and troubleshooting of a Pooled CO Code and Thousands-Blocks the PA shall address concerns and inquiries of Thousands-Block Holders of a Pooled CO Code and assist in obtaining status information regarding Pooled CO Codes from the CO Code Holder.

If a Thousands-Block Holder contacts the PA to inquire about the status of a Pooled CO Code, the PA shall facilitate communication between the Thousands-Block Holder and the CO Code Holder. The PA shall contact the CO Code Holder via email to request information about the Pooled CO Code, copy the inquiring Thousands-Block Holder, and request that the Pooled CO Code Holder reply to all parties to the original email. Unless the CO Code Holder

specifically requests non-disclosure, the PA shall forward any responses to the Thousands-Block Holder in the original email.

## **14.2 North American Numbering Plan Administrator (NANPA)**

### **14.2.1**

The NANPA shall:

- a) Produce and make available upon request information regarding NANPA Central Office (CO) Code (NPA-NXX) Administration processes, guidelines, interfaces and services. Provide upon request of the CO Code Applicant information on how to obtain documents related to CO Code Administration by either referring them to web sites where it shall be possible to download electronic copies or provide paper copies if the requester cannot obtain the document via the Internet.
- b) Receive and process applications for CO Codes within the geographic NPA(s) for which NANPA is responsible.

For Rate Centers transitioning to Thousands-Block Number Pooling:

- 1) The NANPA shall only process CO Code applications received at least 33 calendar days prior to the Pool Start/Allocation Date.
- 2) Within the 33 calendar days prior to Pool Start/Allocation Date, applications for CO Codes/Thousands-Blocks (NPA-NXX-X) shall not be accepted. However, within this 33-day interval, the NANPA shall continue to process CO Code applications for:
  - CO Codes awarded via lottery;
  - Location Routing Number (LRN) applications;
  - full CO Code application for a single customer;
  - CO Code expedite applications;
  - petition/safety valve applications;
  - any applications from non-pooling capable Service Providers (SP); and
  - PA applications to the NANPA.

After Pool Start/Allocation Date, all pooling-capable SPs shall apply to the Pooling Administrator (PA) for Numbering Resources.

Once a SP chooses to participate in Thousands-Block Number Pooling in a voluntary Rate Center, all Numbering Resource applications shall be submitted directly to the PA. NANPA shall not assign a CO Code to a SP for a voluntary pooled Rate Center in which that SP has either submitted a forecast to the PA, submitted a Donation to the PA, or has been Assigned a Thousands-Block in that Rate Center.

- c) Receive CO Code applications from SPs and validate the entire application to determine if the request is in compliance with CO Code assignment policies and guidelines. The entry in the "Switching Identification (Switching Entity/POI)" field shall be an active Common Language Location Code (CLLI Code), one of the valid network entity types appropriate for CO Code assignment, and built in BIRRDs, otherwise NANPA shall deny the application. If the Switching Entity/POI populated in Section 1.2 of the Part 1 Central Office Code (NPA-NXX) Application is not under the ownership or control of the Applicant, the Applicant shall provide documentation (e.g., letter of authorization) allowing this use, otherwise NANPA shall deny the application. NANPA shall retain this documentation on file and the Applicant may reference it in the "Comments" field of the Part 1 on future applications utilizing the same Switching Entity/POI instead of providing the documentation again. NANPA shall retain the documentation until the authorizing SP indicates that the authorization has been revoked.

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The NANPA is required to withhold Numbering Resources from any U.S. SP that fails to comply with the reporting and Numbering Resource application requirements.<sup>324</sup>

- d) Respond within 7 calendar days from the date of receipt of an application by completing the response portion that is part of these guidelines. For a CO Code Assigned to an Industry Inventory Pool, the NANPA shall also set the "Pool Indicator" on the CO Code ACD screen in BIRRDs to designate that the CO Code is Assigned to an Industry Inventory Pool. For those CO Codes which the "Pool Indicator" has been set, the NANPA shall provide a Part 3 Central Office Code Administrator's Response/Confirmation directly to both the PA and the CO Code Holder whose Operating Company Number (OCN) appears on the application.

The NANPA shall notify the SP in writing of its decision to withhold Numbering Resources within 7 calendar days of receiving an application for Numbering Resources.<sup>325</sup> Although the NANPA is required to withhold Numbering Resources from any U.S. SP that fails to comply with reporting and Number Resource application requirements, state commissions have been delegated authority to affirm or overturn a NANPA decision to withhold Initial Numbering Resources.<sup>326</sup>

- e) Review the documentation, verify the SP's need, and determine if the CO Code application is in compliance with these CO Code assignment policies and guidelines. The NANPA shall ensure that SPs satisfy the Months to Exhaust (MTE) requirement and the Utilization Threshold before obtaining Growth Numbering Resources. In cases where a CO Code application is denied or suspended, NANPA shall:
  - 1) provide specific reasons for the denial to the Applicant in writing and information regarding where and how to appeal the administrator's decision, or
  - 2) provide an explanation for the suspension and whether the Applicant needs to give further information/documentation.
- f) Select an un-Assigned CO Code for assignment provided the CO Code is not currently being aged due to a Numbering Plan Area (NPA) split. If the NANPA is unable to assign a CO Code according to the Applicant's preference(s) listed in Section 1.4 c) or 1.4 d) of the Part 1, the NANPA shall email the Applicant and request the Applicant to either provide a different preference, direction for the NANPA to assign any Available CO Code, or provide direction to withdraw the application. Upon email notification, the application is suspended and the Applicant has up to two business days to respond with direction to the NANPA. If there is no response within two business days, NANPA shall deny the request.
- g) Monitor CO Code usage in order to determine the need for relief or declaration of Jeopardy, and notify NPA Relief Coordinators as appropriate. The NPA Relief Coordinators shall then perform the notification functions in relief and Jeopardy situations (See Section 15).
- h) Maintain records on CO Codes Assigned plus those available.
- i) Perform applicable CO Code utilization surveys as detailed in the "North American Numbering Plan Numbering Resource Utilization/Forecast Reporting (NRUF) Guidelines" (ATIS-0300068).
- j) Verify that the Applicant has submitted a current FCC Form 502, North American Numbering Plan Numbering Resource Utilization/Forecast (NRUF) Report.
- k) Deny the application if the NANPA has received written direction and supporting documentation from the appropriate regulatory authority to do so, due to jurisdictional Certification or licensing revocation.
- l) Ensure, concurrent with assignment or disconnect of a CO Code to an Applicant, the NPA, NXX, Effective Date and OCN of the Applicant are input into BIRRDs to indicate that a specific CO Code has been Assigned by NANPA to an Applicant or that a disconnect has been approved by NANPA. Completion of this step shall allow the input of Part 2 data entries into BIRRDs that may or may not be performed by the NANPA. Initiate CO Code Reclamation if Assigned CO Code is not activated and In Service within 60 days of expiration of the SP's applicable Activation Deadline.<sup>327</sup> The NANPA shall abide by the state

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<sup>324</sup> 47 CFR § 52.15 (g) (4) (B) (iv)

<sup>325</sup> 47 CFR § 52.15 (g) (iv)

<sup>326</sup> 47 CFR § 52.15 (g) (5)

<sup>327</sup> 47 CFR § 52.15 (i) 6.

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commission's determination to reclaim Numbering Resources if the state commission is satisfied that the SP has not activated and commenced assignment to end users of their Numbering Resources within six months of receipt.<sup>328</sup>

- m) Respond to the Applicant or the PA in writing via the appropriate Administrator's Response--Receipt of the Part 4 within 7 calendar days of receiving the Part 4 Confirmation of CO Code In Service or the Part 4 PA. The response may include, but not be limited to, the following:
  - 1) Part 4 Form Received and Approved
  - 2) Invalid Part 4 Form Received
  - 3) Delinquent Part 4 form Received

### 14.2.2

The Part 2 Central Office Code Routing and Rating Information (Forms 1-8) are used to provide information supporting a CO Code assignment (and changes to information for CO Codes previously Assigned) for input into the BIRRDs. A CO Code Holder may elect to enter its own BIRRDs information into BIRRDs or elect to have the Administrative Operating Company Number (AOCN) function performed by a third party. If requested to do so, NANPA is required to perform the AOCN function. This is done as a contracted Required Enterprise Service for which fees are charged. Additional information can be found at the iconectiv Telecom Routing Administration (TRA) web site ([www.trainfo.com](http://www.trainfo.com)) or by calling the TRA Customer Service Center (732-699-6700), including information on other third-party providers of the AOCN function. Applicants are entirely responsible for ensuring this data shall be input within the industry standard timeline.

### 14.2.3

The following functions have an impact on the accurate routing of calls and are especially applicable to both newly Assigned Numbers and to the Reassignment of existing CO Codes. NANPA shall:

- c) Analyze and help resolve problems related to misrouted calls and calls that cannot be completed. Such trouble investigations should be initiated in the NPA in which the incomplete call originated.
- d) Track Switching Entity/POI cutovers and CO Code Reassignments, and perform other operational functions; e.g., CO Code Reclamation.
- e) Ensure that the Applicant places the CO Code In Service<sup>329</sup> within the time frame specified in Section 11.2 and 11.3 of these guidelines. If the Assigned CO Code is not used within this time frame, the NANPA shall request the return of the CO Code for Reassignment.

### 14.2.4

It is recognized that the overall CO Code administration process, e.g., planning for number relief, is related to and shall require the exchange of information with the CO Code assignment process. The additional functions associated with CO Code administration, related to CO Codes are described in Sections 11 and 16.

### 14.2.5

The NANPA may, on occasion, be requested by regulators or through INC recommendations or guidelines to set aside specific CO Codes as unassignable. If an Applicant requests one of the set-aside CO Codes, the NANPA shall advise the Applicant of the reasons the CO Code has been set aside. Should the Applicant be unwilling to accept any other Available CO Code, the NANPA shall respond with the Part 3 marked "Assignment activity suspended by the administrator." The "Explanation" section shall state that the CO Code has been set aside and shall identify the body that directed the NANPA to do so. The Applicant may then appeal to that body, and ask that it advise the NANPA on whether or not to assign the requested set-aside CO Code.

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<sup>328</sup> 47 CFR § 52.15 (i) 5.

<sup>329</sup> See definition of "In Service" in the Glossary.

**14.2.6**

The NANPA shall ensure that any emails associated with a tracking number sent to Applicants or Assignees clearly identify the Rate Center, the state, the specific NPA-NXX, the type of response or application, and the tracking number in the subject line so that recipients can easily determine to which particular application or assignment the email pertains. The contents of the email should include sufficient other information (e.g., OCN, Effective Date, Switching Entity/POI) so that recipients can determine disposition of the email without logging into the North American Numbering Plan (NANP) Administration System (NAS) to get the necessary information to make such a decision.

**14.2.7**

The NANPA shall ensure that any emails (e.g., solicitation for new CO Code Holder) sent to Applicants or Assignees clearly identify the Rate Center, the state, the specific NPA-NXX, and the type of response or application in the subject line so that recipients can easily determine to what the email pertains. The contents of the email should include sufficient other information (e.g., OCN or SPID, quantity of recipient's ports and overall ports) so that recipients can determine disposition of the email without logging into NAS to get the necessary information to make such a decision.

**14.2.8**

The NANPA shall issue a request for forecast and utilization data (i.e., NRUF Form 502) at least two months prior to the due date (See NRUF Guidelines). NRUF Form 502 data shall be used for projecting NPA exhaust and for planning NPA Code Relief. NRUF Form 502 data shall be treated on a confidential and proprietary basis. If a SP identifies a significant change in their forecast or utilization between NRUF Form 502 reporting cycles, it should provide an updated NRUF Form 502.

## **15 Central Office (CO) Code (NPA-NXX) Conservation and Jeopardy Procedures**

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Assignment of North American Numbering Plan (NANP) Numbering Resources is undertaken with the following objectives: to efficiently and effectively administer/manage a limited NANP resource through CO Code Conservation, to delay Numbering Plan Area (NPA) exhaust and the need for NPA Code Relief (e.g., splits/overlays) for as long as possible, and to delay the eventual exhaust of the NANP. North American Numbering Plan Administrator (NANPA) meets these objectives in the following ways.

**15.1 NRUF Report Analysis**

Semi-annual FCC Form 502, North American Numbering Plan Numbering Resource Utilization/Forecast (NRUF) Report analysis is mandatory and is conducted utilizing projected demand forecasts, provided by CO Code Holders to the NANPA (see Section 4.4), to identify NPAs nearing exhaust. The schedule for projected exhaust shall be published by the NANPA in summary format for industry use.<sup>330</sup>

**15.2 Ongoing CO Code Administration Conservation Practices**

Ongoing CO Code administration practices that foster Conservation include the following:

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<sup>330</sup> The North American Numbering Plan Administrator (NANPA) shall be responsible for disseminating FCC Form 502, North American Numbering Plan Numbering Resource Utilization/Forecast (NRUF) Report results to the affected parties.

**15.2.1**

All Service Providers (SP) shall maintain no more than a six-month Service Provider Inventory of Telephone Numbers (TN) in each Rate Center or service area in which it provides telecommunications service.<sup>331</sup> At a minimum, SPs shall review their Service Provider Inventories at the Rate Center level for possible CO Code returns semi-annually. SPs shall return any CO Code that is no longer needed for the purpose for which it was Assigned (See Sections 11.2.3 and 11.3.3).

**15.2.2**

The use of protected CO Codes, which permits 7-digit dialing across NPA boundaries, should be eliminated as part of the NPA Code Relief planning process unless the appropriate regulatory authority directs otherwise at the time of the proposed relief.<sup>332</sup> The use of Protected Routes, which also permits 7-digit dialing across NPA boundaries, shall continue unless otherwise directed by the appropriate regulatory authority.<sup>333</sup> Where it is suspected that Protected Routes and 7-digit dialing cross-boundary exists, NANPA shall continue the CO Code assignment practices that permit the continued protection of these routes until such time as these routes are eliminated by the SP(s) or the appropriate regulatory authority.

**15.2.3**

Examination of the continued use of CO Codes from the Home NPA (HNPA) to serve customers in an adjacent NPA should be undertaken when the HNPA is nearing exhaust. Continued use should be eliminated where practical.

**15.3 Declaration of Jeopardy****15.3.1**

An NPA Jeopardy condition exists when the forecasted and/or actual demand for Numbering Resources shall exceed the known supply during the planning/implementation interval for relief. Should NANPA receive a large request for CO Codes that will reduce the supply below the quantity anticipated for the planning/implementation interval for relief, NANPA shall only assign the appropriate number of CO Codes before declaring Jeopardy.

- a) If NPA relief planning has not yet begun, NANPA shall fulfill CO Code applications until the supply of CO Codes is depleted to a 30-month supply.
- b) If NPA Code Relief planning has begun but the appropriate regulatory authority has not yet approved an NPA Code Relief plan, NANPA shall fulfill CO Codes applications until the supply of CO Codes is depleted to a 24-month supply.

The remaining CO Code applications shall be denied, with an explanation on the Part 3 Central Office Code Administrator's Response/Confirmation that further CO Code applications may be filled according to Jeopardy procedures in Section 15.4 of these guidelines.

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<sup>331</sup> 47 CFR §52.15 (g) (4) (iii).

<sup>332</sup> Policy established per letter dated 10/29/97 from the North American Numbering Council (NANC) Chairman to the Industry Numbering Committee (INC) Moderator.

<sup>333</sup> In the case of a Numbering Plan Area (NPA) overlay, cross NPA boundary calls originating from the overlay shall be dialed on a 10-digit basis.

**15.3.2**

NANPA shall notify the appropriate regulatory authority(ies) and the industry that the NPA is in Jeopardy.<sup>334</sup> Pooling CO Code applications shall be entered in the lottery along with Non-pooled Central Office (CO) Code (NPA-NXX) applications until final Jeopardy procedures can be established.

**15.3.3**

Should the supply and/or forecasted demand of CO Codes no longer justify Jeopardy, NANPA shall rescind Jeopardy. NANPA shall notify the appropriate regulatory authorities and the industry that any Jeopardy procedures, including CO Code rationing, no longer apply. In this notification, NANPA shall provide the number of CO Codes Available in the NPA and a new projected NPA exhaust date.

**15.4 Interim Jeopardy Procedures**

No later than three weeks after Jeopardy has been declared, NANPA shall notify and convene the industry to develop final industry Jeopardy procedures. The interim Jeopardy procedures shall immediately go into effect upon the declaration of Jeopardy and shall remain in effect until industry can meet to establish final Jeopardy procedures.

CO Code Allocations shall initially be set at three per month. Thousands-Block Number Pooling CO Code applications shall be entered in the lottery along with Non-pooled CO Code application until final Jeopardy procedures can be established.

Part 1 Central Office Code (NPA-NXX) Applications shall be submitted (the date populated on Section 1.3, "Date of Application") no earlier than the 1st business day of the month and no later than the 5th business day of the month. The time period between the 1st and 5th business day of the month is referred to as the submission timeframe. Each Operating Company Number (OCN) may submit up to three CO Code applications per month. Applications submitted above the monthly Allocation shall automatically be denied.

**15.4.1 CO Codes Allocated Via Lottery**

CO Codes shall be Allocated according to the following lottery process:

If three or less Part 1 applications are submitted within the submission timeframe that month then each request receives a CO Code. Any part of the base Allocation of three that is not Assigned in a rationing month shall NOT carryover for assignment in the following month (monthly assignable).

If more than three Part 1 application is submitted within the submission timeframe that month, the CO Codes shall be Assigned via a lottery to take place no later than the 10th business day of the month. All applications not Assigned via the lottery shall be denied.

**15.5 Jeopardy Meeting****15.5.1**

When the industry meets to develop final Jeopardy procedures, NANPA shall facilitate discussion and pursue consensus of final Jeopardy procedures in a timely manner. NANPA shall produce and distribute the meeting record within 15 business days. Local industry options are the determination of the continuation of all applications going into the monthly lottery or to set-aside a certain amount of CO Codes for pooling CO Code applications in order to avoid rationing.

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<sup>334</sup> State jurisdiction in fashioning Jeopardy procedures shall have met the conditions of the FCC Order 98-224, adopted September 11, 1998, "The Pennsylvania Order," i.e., absence of industry consensus and a relief plan decision.

### **15.5.2**

If the decision is made to continue to include pooling CO Code applications in the monthly lottery along with Non-pooled CO Code applications, the monthly base Allocation shall also need to be set. The monthly base Allocation is determined by dividing the number of CO Codes Available for Assignment at implementation of these procedures by the estimated number of months remaining until the target start of mandatory dialing.

### **15.5.3**

If the decision is made to set aside a certain amount of CO Codes to be Assigned for all Thousands-Block Number Pooling CO Code applications, it will mean that only Non-pooled CO Code applications shall continue in the monthly lottery. The decision will still need to be made regarding the monthly base Allocation. If the set-asides option is chosen yet all but two of the set aside CO Codes have been Assigned, NANPA shall reconvene the industry to either set aside additional CO Codes or to revert back to including both pooling and non-pooling CO Code applications in the monthly lottery. In the case for the need for the additional meeting(s) to reset the amount of set-aside CO Codes, NANPA shall provide at least two weeks' notice of the meeting to set aside additional CO Codes.

### **15.5.4**

In an area in which all Rate Centers are in mandatory Thousands-Block Number Pooling, the lottery process shall remain in place in case there are CO Code Applicants that do not participate in pooling (i.e., Applicants with Local Number Portability (LNP) waivers or those exempted from LNP).

### **15.5.5**

If industry consensus cannot be reached on final Jeopardy procedures, and a relief plan has not been approved by the appropriate regulators, NANPA shall continue to follow the interim Jeopardy procedures. If, however, industry consensus cannot be reached, yet a relief plan has been approved by regulators, NANPA shall seek regulatory resolution of final Jeopardy procedures as soon as possible.

### **15.5.6**

When the final Jeopardy procedures are determined for that NPA, NANPA shall update the website with the approved Jeopardy procedures and shall notify the industry that the final Jeopardy procedures have been posted.

### **15.5.7**

For CO Codes reserved per Section 6.2, a Jeopardy declaration cancels all CO Code reservations. NANPA shall send a Part 3 noting "code request denied per the declaration of Jeopardy".

### **15.5.8**

Should the supply and/or forecasted demand of CO Codes no longer justify Jeopardy, NANPA shall rescind Jeopardy. NANPA shall notify the appropriate regulatory authorities and the industry that any Jeopardy procedures no longer apply. In this notification, NANPA shall provide the number of CO Codes Available in the NPA and a new projected NPA exhaust date.

These procedures shall remain in effect until such time as NPA relief has been implemented.

## **15.6 *Extraordinary NPA-Specific Alternatives***

The following is a list of potential alternatives to be considered by NANPA and interested parties when developing extraordinary NPA-specific Conservation procedures. These alternatives, which should not be considered an exhaustive list, have been included as a suggested starting point and should not be viewed as recommendations. Furthermore, the alternatives have been listed in no particular order of importance.

- a) Accelerate the Reassignment of numbers that have been disconnected, or otherwise returned, and are in Aging. For example, some SPs reassign business lines after 12 months and residential lines after 3 months. These intervals could be shortened, where appropriate.
- b) Provide relief for a given Switching Entity/Point of Interconnection (POI) which is exhausting its numbers by taking advantage of available numbers in adjacent Switching Entities/POIs through transfer of un-Assigned Thousands-Blocks (NPA-NXX-X) of numbers from a CO Code in an adjacent Switching Entity/POI [e.g., Intra-Service Provider (ISP) Block Porting].
- c) Advance the mandatory dialing date for a new NPA by shortening the permissive dialing period.
- d) Revamp the entire CO Code relief project for a specific NPA by tightening up the schedule. For example, it may be possible to advance the relief date to avoid exhaust.
- e) Ration the availability of CO Codes. One way of doing this would be to limit the number of CO Codes Assigned per month in order to meet the projected relief date.
- f) Return CO Codes to the assignment pool that are not being used directly to serve customers, e.g., plant test CO Codes.
- g) Encourage agreement by industry sectors to delay the request for new CO Codes for new Switching Entities/POIs and new services.
- h) Explore shifting boundaries of adjacent NPAs that have extra capacity in order to provide more numbers in the Jeopardy NPA.

## **16 Central Office (CO) Code (NPA-NXX) Relief Planning Responsibilities**

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This section identifies required CO Code relief planning functions that are related to the CO Code (NPA-NXX) assignment functions as specified in these guidelines. These functions are identified because they are currently performed in conjunction with CO Code assignment. An objective of this function is to promote effective and efficient CO Code utilization and thereby helps ensure the adequate supply of CO Codes.

The North American Numbering Plan Administrator (NANPA), with the assistance of the Pooling Administrator (PA) where Thousands-Block Number Pooling has been implemented, shall be required to participate in the CO Code relief planning process when and if necessary. The output of the planning process shall be made available to CO Code Holders, Applicants and the industry by whatever means is appropriate.

### **16.1 NANPA Relief Planning Functions**

NANPA relief planning functions included in this section are as follows:

#### **16.1.1**

Tracks CO Code assignments within NPAs to ensure effective and efficient utilization of Numbering Resources.

#### **16.1.2**

With input from the PA, NANPA prepares the semi-annual FCC Form 502, North American Numbering Plan Numbering Resource Utilization/Forecast (NRUF) Report. This function includes the following activities:<sup>335</sup>

- a) Issues requests for, collects, and compiles available information related to CO Code utilization and relief planning forecasts. Requests for semi-annual reported data should be made available, upon request, to local state regulatory authorities subject to appropriate confidentiality protections.<sup>336</sup> Requests for Service

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<sup>335</sup> The FCC Form 502, North American Numbering Plan Numbering Resource Utilization/Forecasting (NRUF) Report is required semi-annually per 47 CFR § 52.15 (f) (6) (i).

<sup>336</sup> 47 CFR § 52.15 (f) (7)

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Provider (SP) specific data shall be made available, upon request, to the PA who shall protect proprietary and competitively sensitive information from public disclosure.<sup>337</sup>

- b) Investigates and resolves, wherever possible, any discrepancies in the information provided. The PA may assist when necessary.
- c) Any information released to the public shall be released only on an aggregated or summary basis (See Section 15.1).
- d) State commissions shall have access to the disaggregated data submitted to the NANPA, provided that the state commission has appropriate protections in place (which may include confidentiality agreements or designation of information as proprietary under state law) that would preclude disclosure to any entity other than the NANPA or the Commission.<sup>338</sup>
- e)

### 16.1.3

Projects CO Code exhaust within NPAs in order to prepare for Numbering Plan Area (NPA) relief activity. Monitors usage to declare Jeopardy, if necessary.

### 16.1.4

Develops plans for NPA relief and initiates implementation efforts, in both normal and Jeopardy situations (Refer to Section 15.3). Facilitates NPA-specific final Jeopardy procedures as needed. When the need for CO Code relief is identified and relief activity is initiated, advises all parties affected by NPA relief activities and includes them in the planning effort.<sup>339</sup>

### 16.1.5

Collects and compiles the necessary information for the purpose of obtaining an NPA assignment when it is determined that a new NPA CO Code is required to accommodate relief.

### 16.1.6

Obtains endorsement of NPA relief plan from appropriate regulatory authority(ies), where necessary.

### 16.1.7

Develops dialing plan alternatives within local jurisdictions.

### 16.1.8

Provides assistance to users of Numbering Resources and suggests alternatives, when possible, that shall optimize Numbering Resource utilization.

### 16.1.9

Prepares and issues information related to reports for special information requests and scheduled periodic reports that relate to utilization of Numbering Resources.

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<sup>337</sup> FCC 00-104 ¶75

<sup>338</sup> 47 CFR § 52.15 (f) (7)

<sup>339</sup> A document, “*NPA Code Relief Planning and Notification Guidelines*” (ATIS-0300061), addresses the notification process after it has been decided that Numbering Plan Area (NPA) relief is needed and when that relief shall take place.

### 16.1.10 CO Code Record Management for NPA Relief

After NANPA has published a Planning Letter announcing a timeline for NPA Relief, NANPA shall provide data to TRA in preparation for the upcoming NPA Relief.

In the case of an NPA Overlay, NANPA shall provide the following data no later than six months prior to the start of permissive dialing. If there is no permissive dialing period, the data shall be provided no later than six months prior to the start of network preparation/customer education:

- a) A list of Rate Centers to be duplicated in the new NPA and the in-service date for each rate center.
  - 1) The in-service date for at least one rate center will match the effective date for the test code in order to establish a test number to verify routing to the new NPA.
- b) A list of NPA-NXXs to be duplicated in the new NPA.

In the case of a boundary elimination or realignment, NANPA shall provide the following information no later than six months prior to the start of permissive dialing. If there is no permissive dialing period, the data shall be provided no later than six months prior to the start of network preparation/customer education:

- a) A list of Rate Centers to be added to each NPA and the in-service date for each rate center.

In the case of an NPA split, NANPA shall provide the following to TRA no later than six months prior to the start of permissive dialing:

- a) A list of Rate Centers moving to the new NPA and the in-service date for each rate center;
  - 1) The in-service date for at least one rate center will match the effective date for the test code in order to establish a test number to verify routing to the new NPA
- b) A list of CO Codes moving to the new NPA; and
- c) A list of CO Codes to be duplicated in the new NPA

TRA uses this data to initiate a utility that provisions the initial split information in BIRRDs.

NANPA shall notify the industry via the North American Numbering Plan (NANP) Notification System (NNS) that NANPA has provided the data updates to TRA in preparation for the implementation of an NPA CO Code split. The NNS notification is intended to assist SPs in updating their Operation Support Systems during the implementation of an NPA CO Code split.

When NANPA assigns new CO Codes in Rate Centers that are moving to the new NPA and/or approves changes to existing CO Codes moving to the new NPA after the split data has been provisioned in BIRRDs, special instructions apply to these situations where the Effective Date is between permissive and mandatory dialing:

- In the case in which a new CO Code is Assigned, if the Rate Center is in the new NPA and the approved Effective Date of the assignment is between the 'Permissive Dialing Date' and the 'Mandatory Dialing Date':
  - a) NANPA establishes the record on the ACD screen in BIRRDs in the "OLD" NPA with the CO Code Effective Date indicated on the Part 3
  - b) NANPA establishes the record on the ACD screen in BIRRDs in the "NEW" NPA with the CO Code Effective Date indicated on the Part 3
  - c) NANPA instructs the SP (via the Part) to establish the following three NXD records:
    - 1) a record in the NEW NPA with the Effective Date indicated on the Part 3
    - 2) a record in the OLD NPA with the Effective Date indicated on the Part 3
    - 3) a disconnect view in the OLD NPA effective on the mandatory dialing date
- In the case in which a SP requests a modification/disconnect to a CO Code assignment in which the CO Code is moving to the new NPA and the approved Effective Date of the modification/disconnect is between the 'Permissive Dialing Date' and the 'Mandatory Dialing Date':
  - a) NANPA creates a modification/disconnect view on the ACD screen in BIRRDs in the OLD NPA with the CO Code Effective Date indicated on the Part 3
  - b) NANPA creates a modification/disconnect view on the ACD screen in BIRRDs in the NEW NPA with the CO Code Effective Date indicated on the Part 3

- c) NANPA instructs the SP (via the Part 3) to establish the following two NXD views:
  - 1) a modification/disconnect view in the OLD NPA with the Effective Date indicated on the Part 3
  - 2) a modification/disconnect view in the NEW NPA with the Effective Date indicated on the Part 3

## 16.2 Affected Parties

Affected parties<sup>340</sup> in a given geographic area have the right and shall be given the opportunity to participate as early as possible in the process of determining the alternatives for addressing CO Code exhaust and relief in that area before the NANPA submits a final recommendation to the relevant regulatory body.

## 16.3 Test CO Codes for New NPAs – Splits or Overlays

Test CO Codes for the purpose of implementation of a new NPA shall be Assigned to the volunteering SP(s). The test CO Code is for the implementation of the new NPA CO Code and shall be returned following the completion of that implementation. The test CO Code shall not be subject to pooling requirements (if pooling is in place within the NPA).<sup>341</sup> The test CO Code shall not be an unassignable CO Code or an assignable Special Use CO Code.

Assignment is coordinated with the NANPA Relief Planner. Many times, a regulatory decision to introduce a new NPA is issued more than six months before the start of permissive dialing and the Test Number is required to be included in the NANPA Planning Letter, therefore the CO Code may be Assigned well in advance of the LERG Routing Guide Effective Date.

Under normal conditions, the assignment of only one Test Number for an NPA Code Relief project is required. However, circumstances may require two or three Test Numbers as well as possibly more than one SP. This may be decided by the industry at the implementation meeting.

Assignment may be made without the CO Code Applicant meeting the requirements of CO Code assignment as outlined in Section 4 and 5. The Months to Exhaust (MTE) and the utilization requirements, as well as NRUF Form 502 forecast, are waived.

The Applicant shall e-mail a Part 1 Central Office Code (NPA-NXX) Application with the expected Effective Date and e-mail a Part 1 return with the expected disconnect date at the same time.

There shall be no Part 4 Confirmation of CO Code In Service requirement and there shall be no Reclamation requirement. There shall be no requirement to report this kind of test CO Code on the NRUF Form 502.

## 17 Thousands-Block Number Pooling Supplemental Implementation Meeting (SIM) Procedures

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The decision to establish an Industry Inventory Pool in any given location is a regulatory responsibility.

This section describes the responsibilities of the Pooling Administrator (PA) and Service Providers (SP) when optional and excluded Rate Centers are made mandatory and added to a pool due to Metropolitan Statistical Area (MSA) changes or an FCC order giving a state delegated authority to implement mandatory Thousands-Block Number Pooling.

- a) Outline of the SIM and milestones
- b) PA responsibilities

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<sup>340</sup> Affected parties are a) those entities that have applied for and/or received Central Office (CO) Code (NPA-NXX) or Thousands-Block (NPA-NXX-X) assignments or reservations within the Numbering Plan Area (NPA) per Sections 6 and 8 of these Guidelines; and/or b) are materially affected by decisions made via the consensus process during NPA relief planning activities for the affected NPA.

<sup>341</sup> See "Next Generation Interconnection Interoperability Forum (NGIIF) Reference Document" for test code requirements for implementation of a new NPA.

- c) SP responsibilities

## 17.1 Outline of SIM Milestones (Table 1)

Upon regulatory direction, the PA shall obtain a list of SPs that have Local Number Portability (LNP)-capable Switching Entities/Points of Interconnection (POI) in the geographic area where Thousands-Block Number Pooling is to be implemented. The PA shall then schedule a SIM and assure that the SPs are aware of their requirement to participate in Thousands-Block Number Pooling and encourage their attendance and participation.

The PA shall present a template of the SIM Milestones (Table 1) which identifies the milestones that SPs shall be required to meet in order to implement Thousands-Block Number Pooling by the mandated or agreed upon Implementation Date.

The PA and participating SPs determine the dates of the milestones on Table 1. These dates should be based on the mandate/directive from the appropriate regulatory authority, when provided. If the mandate/directive from the appropriate regulatory authority does not provide milestone dates, then participating SPs shall determine the appropriate milestone dates. The milestones should include the following:

- a) Regulatory Mandate - The date the appropriate regulatory authority released its order requiring Thousands-Block Number Pooling.
- b) SIM - The meeting held by the PA for all participating SPs to develop the specific dates for the milestones.
- c) Forecast Report Date – The deadline for SPs to report their forecasted Thousands-Block (NPA-NXX-X) demand using the Appendix 4 to the PA.
- d) Thousands-Block Protection and Thousands-Block Donation/Disconnect Identification Date - The deadline for SPs to protect specified Thousands-Blocks (those with up to and including 10% Contamination) from further Contamination. This is also the date when SPs should begin to ISP Port all Telephone Numbers (TN) in the contaminated Thousands-Blocks that they are donating/returning to the Industry Inventory Pool. This is also the date at which SPs may begin submitting Thousands-Block disconnects to the PA. All Thousands-Blocks being donated/returned shall have all Intra-Service Provider (ISP) Ports completed, be protected from further assignment, have any test lines removed, and Location Routing Numbers (LRN) removed prior to submitting the Part 1A Thousands-Block (NPA-NXX-X) Application disconnect request and be portable in the Number Portability Administration Center (NPAC) and LERG Routing Guide.
- e) Thousands-Block Disconnect Date - The deadline for SPs to submit all Part 1A disconnect applications for the Thousands-Blocks being donated/returned to the Industry Inventory Pool. All Thousands-Blocks being donated/returned shall have all ISP Ports completed, be protected from further assignment, have any test lines removed, and LRNs removed prior to submitting the Part 1A disconnect application and be portable in the NPAC and LERG Routing Guide. Five business days later, iconectiv shall update the LERG Routing Guide with Thousands-Blocks SPs are retaining.
- f) PA Assessment of Industry Inventory Pool Surplus/Deficiency - The deadline for the PA to aggregate and evaluate SP Thousands-Block return information and determine, on a rate center basis, whether there is a surplus of Thousands-Blocks, or whether an additional Central Office (CO) Code(s) (NPA-NXX) is required to establish the 6-month Inventory. The time interval for this activity should be established at the SIM. This is also the date when the assessment shall be posted to the PA website.
- g) Implementation and Pool Start/Allocation Date - The date identified by the appropriate regulatory authority or agreed upon by the PA and participating SPs by which Thousands-Block Number Pooling is to be implemented. This is also the date the PA may start allocating Thousands-Blocks from the Industry Inventory Pool to SPs. This is also the start date for SPs to send applications for Thousands-Blocks to the PA.

Table 17.1: SIM Milestones

| # | Milestones  | Date |
|---|---|------|
| 1 | Regulatory Mandate  |      |
| 2 | Supplemental Implementation Meeting<br>Discuss any restrictions on CO Code applications   |      |
| 3 | Forecast Report Date  |      |
| 4 | Thousands-Block Protection and Block Donation/Return Identification Date  |      |
| 5 | Thousands-Block Disconnect Date<br><br>End Intra-Service Provider (ISP) Porting<br><br>NOTE: 5 business days later, LERG Routing Guide update completed by iconectiv with<br>Thousands-Blocks SPs are retaining |      |
| 6 | PA Assessment of Industry Inventory Surplus/Deficiency Posted on PA website   |      |
| 7 | Implementation and Pool Start/Allocation Date<br>1st Date to Request Thousands-Blocks   |      |

## 17.2 Details of SIM

### 17.2.1 Regulatory Mandate

The date the appropriate regulatory authority released its order requiring Thousands-Block Number Pooling. The date that Thousands-Block Number Pooling was ordered.

### 17.2.2 Supplemental Implementation Meeting

The PA is required to hold one public meeting with all SPs expected to participate in Thousands-Block Number Pooling. Additional meetings may be scheduled if necessary. The purpose of this meeting is to develop, by industry consensus, the intervals between the milestones in order to finalize the SIM (Table 17.1). SPs shall be informed of the requirements for Thousands-Block Number Pooling (including both initial and subsequent forecast reports, Thousands-Block protection, Thousands-Block Donation/return, etc.) and shall have the opportunity to ask clarification questions regarding this process.

The PA shall arrange for the SIM location (if any), conference call, and date, and notify potential attendees of the arrangements. This notification also shall include the required meeting fee, if necessary, to cover meeting costs. If a SP in the designated area wishes to host the meeting, they should contact the PA and meeting costs may be optional. The PA shall be exempt from paying meeting fees to attend SIMs, but shall be responsible for meeting notification, arrangements, facilitation, and documenting and distribution of meeting summaries.

### 17.2.3 Forecast Report Date

The Forecast Report Date is the deadline for SPs to report their forecasted Thousands-Block demand to the PA using the Appendix 4. A separate Appendix 4 shall be required to establish an Industry Inventory Pool when SPs are required to participate in supplemental Thousands-Block Number Pooling implementation in a Rate Center. At the Thousands-Block Number Pool implementation meeting, the PA shall notify all SPs participating in the Thousands-Block Number Pooling area of the requirement and provide a reasonable length of time for SP responses (i.e., one month or more). The Appendix 4 shall be used by the PA to establish the Industry Inventory Pool.

### 17.2.4 Thousands-Block Protection and Donation/Disconnect Identification Date

SPs shall protect Thousands-Blocks with 0% up to and including 10% Contamination from further Contamination as of the Thousands-Block Protection and Donation/Disconnect Identification Date, unless the SP does not have

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adequate supply in their Service Provider Inventory to fill customer requests (this does not include a request by a customer for a vanity number).

SPs shall identify all Thousands-Blocks that shall be donated/returned to the Industry Inventory Pool. SPs are required to verify Available TNs in Thousands-Blocks which they intend to donate/return to assure they are not Assigned in Switching Entities/POIs, billing systems, etc. The SP shall complete ISP Ports on Unavailable TNs in contaminated Thousands-Blocks which they are donating/returning, including TNs Assigned to Resellers, Type 1 Interconnect Service Providers, etc., prior to submitting the Part 1A to disconnect the Thousands-Block and no later than the Thousands-Block Disconnect Date. The porting of Unavailable TNs in contaminated Thousands-Blocks in advance of the Implementation and Pool Start/Allocation Date shall allow the recipient Thousands-Block Holder the ability to determine which TNs are unavailable upon Allocation of the Thousands-Block.

In addition, SPs shall ensure that all donated/returned Thousands-Blocks are within CO Codes that have been identified as LNP capable in the iconectiv LERG Routing Guide and the NPAC, and that the associated (donor) Switching Entities/POIs are LNP-capable and ready to process terminating traffic. The donated/returned Thousands-Blocks shall be ready for Allocation and use on the date indicated by the SP on the Part 1A or on the Implementation and Pool Start/Allocation Date, whichever is earlier.

A Thousands-Block may only be donated/returned if the Thousands-Block does not contain more than 100 Unavailable TNs. This includes the donating/returning SP's Unavailable TNs and all other ported TNs identified in NPAC to other SPs. A SP shall use the "Remarks" field on the Part 1A disconnect to indicate if Thousands-Block(s) donated/returned has any special status or treatment (e.g., restricted use, chatline, etc.).

SPs shall complete their ISP Ports before submitting a Part 1A to disconnect the Thousands-Block. SPs shall submit all Part 1A Thousands-Block disconnects to the PA by the Thousands-Block Disconnect Date. If ISP Ports in the NPAC are not completed and a donated/returned contaminated Thousands-Block is Assigned, there may be service disruptions including double assignments, for those contaminated TNs.

A SP donating/returning a Thousands-Block containing a test line number shall disconnect the test line number prior to submitting the Part 1A to disconnect the Thousands-Block. The test line shall be re-Assigned to a number in a Thousands-Block retained by, or Assigned to, the SP.

A SP donating/returning a Thousands-Block that contains an LRN shall migrate any ported numbers or pooled Thousands-Blocks utilizing the LRN to another LRN within a Thousands-Block retained by or Assigned to the SP and delete the LRN in the NPAC and the LERG Routing Guide.

On the Part 1A there is a field for SPs to confirm that ISP Ports have been completed. In completing the "Have All IntraSP Ports Been Completed?" field for each Thousands-Block to be donated/returned, SPs shall identify those ports as complete "Y" or not yet completed "N." All ISP Ports shall be entered into NPAC prior to submitting a Part 1A to disconnect a Thousands-Block.

Also, on the Part 1A there is a field for SPs to confirm that the Thousands-Block has been protected from further assignment. In completing the "Has block been protected from further assignment?" field for each Thousands-Block to be donated/returned, SPs shall identify the Thousands-Block as complete "Y" or not yet completed "N." All Thousands-Blocks shall be protected from further assignment prior to submitting a Part 1A to disconnect a Thousands-Block.

Thousands-Block disconnects submitted with a "N" in the "Have All Intra SP Ports Been Completed?" field and/or the "Has block been protected from further assignment?" field shall be denied.

SPs may retain a Thousands-Block if they can demonstrate that:

- a) the Thousands-Block is required to meet the SP's 6-month projected forecast beyond the Implementation and Pool Start/Allocation Date, or
- b) there are Technical Reasons which justify retaining the Thousands-Block such as TNs that are Assigned to non-portable services (e.g., packet switched service), or
- c) the Thousands-Block is an Initial Thousands-Block, or footprint Thousands-Block

Retention of these Thousands-Blocks is subject to an Audit(s) by the designated Auditor and to appropriate appeal procedures (see Section 19.1).<sup>342</sup>

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<sup>342</sup> 47 CFR § 52.15 (g) (2).

### 17.2.5 Thousands-Block Disconnect Date

The interval between the Thousands-Block Protection and Donation/Disconnect Identification Date and the Thousands-Block Disconnect Date shall be determined by industry consensus. The time interval from when SPs protect Thousands-Blocks and when they identify Thousands-Blocks for Donation/return to the PA (Thousands-Block Protection and Donation/Disconnect Identification Date) requires considerable verification work by SPs so that all Available TNs are identified. Therefore, the length of the interval between the Thousands-Block Protection and Donation/Disconnect Identification Date and the Thousands-Block Disconnect Date should depend upon the quantity of contaminated Thousands-Blocks to be donated/returned. However, in no case shall the interval be less than 30 calendar days.

SPs are required to donate/return protected Thousands-Blocks on or before the Thousands-Block Disconnect Date. A Thousands-Block may only be donated/returned if the Thousands-Block does not contain more than 100 Unavailable TNs. This includes the donating/returning SP's Unavailable TNs and all other ported TNs identified in NPAC to other SPs. SPs should not donate/return any Thousands-Blocks that shall be required to maintain their Service Provider Inventory for six months beyond the Implementation and Pool Start/Allocation Date.

When the CO Code is already a Pooled Central Office (CO) Code (NPA-NXX), SPs shall place a 'D' on the NXD screen for the Thousands-Block being disconnected in BIRRDs prior to submitting the Thousands-Block disconnect. When the CO Code is a Non-pooled Central Office (CO) Code (NPA-NXX), the SP shall build the records for any Thousands-Blocks being retained on the NXD screen for the Thousands-Block being donated/returned after the PA has processed the request. At the time the PA approves the disconnect application, the PA shall update the BCR record in BIRRDs with the Effective Date indicated on the Part 3A Pooling Administrator's Response/Confirmation.

SPs shall complete their ISP Ports and protect the Thousands-Block from further TN assignments before submitting a Part 1A to disconnect the Thousands-Block. SPs shall remove any test lines or LRNs from the Thousands-Block prior to submitting a Part 1A to disconnect the Thousands-Block. If ISP Ports in the NPAC are not completed and a donated/returned contaminated Thousands-Block is Assigned, there may be service disruptions including double assignments, for those contaminated TNs.

A SP donating/returning a Thousands-Block containing a test line number shall disconnect the test line number prior to disconnecting the Thousands-Block. The test line shall be re-Assigned to a number in a Thousands-Block retained by, or Assigned to, the SP.

A SP donating/returning a Thousands-Block that contains an LRN shall migrate any ported numbers or pooled Thousands-Blocks utilizing the LRN to another LRN within a Thousands-Block retained by or Assigned to the SP and delete the LRN in the NPAC and the LERG Routing Guide.

As noted above, on the Part 1A there is a field for SPs to confirm that ISP Ports have been completed. In completing the "Have All Intra SP Ports Been Completed?" field for each Thousands-Block to be donated/returned SPs shall identify those ports as complete "Y" or not yet completed "N." All ISP Ports shall be entered into NPAC prior to submitting a Part 1A to disconnect a Thousands-Block.

Also, on the Part 1A there is a field for SPs to confirm that the Thousands-Block has been protected from further assignment. In completing the "Has block been protected from further assignment?" field for each Thousands-Block to be donated/returned, SPs shall identify the Thousands-Block as complete "Y" or not yet completed "N." All Thousands-Blocks shall be protected from further assignment prior to submitting a Part 1A to disconnect a Thousands-Block

Thousands-Block disconnects submitted with an "N" in the "Have All IntraSP Ports Been Completed?" field and/or the "Has Thousands-Block been protected from further assignment?" field shall be denied.

Prior to donating/returning the Thousands-Block(s)/CO Code(s) in the Industry Inventory Pool, SPs shall confirm that:

- a) the Thousands-Block does not contain more than 100 Unavailable TNs. This includes the donating/returning SP's Unavailable TNs and all other ported TNs identified in NPAC to other SPs;
- b) all Unavailable TNs within contaminated Thousands-Blocks/CO Codes have been ISP Ported;
- c) the Thousands-Block has been protected from further SP number assignment;

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- d) the associated CO Code is currently available for call routing and is identified as LNP capable in the LERG Routing Guide and the NPAC, and the NPA-NXX query triggers are applied in all Switching Entities/POIs and reflected in the appropriate network databases (e.g., STP routing tables);
- e) the CO Code-Assigned Switching Entity/POI is currently LNP-capable and shall process terminating traffic appropriately;
- f) interconnection facilities have been established between the CO Code-Assigned Switching Entity/POI and other interconnecting networks; and
- g) indicate in the "Remarks" field on the Part 1A disconnect if the Thousands-Block(s) being donated/returned have any special status or treatment (e.g., restricted use, chatline, etc.)

SPs shall submit all Part 1A Thousands-Block disconnects to the PA by the Thousands-Block Disconnect Date.

The interval between the Thousands-Block Protection and Donation/Disconnect Identification Date and the Thousands-Block Disconnect Date shall be determined by industry consensus. The time interval from when SPs protect Thousands-Blocks and when they identify Thousands-Blocks for Donation/return to the PA (Thousands-Block Protection and Donation/Disconnect Identification Date) requires considerable verification work by SPs so that all available TNs are identified. Therefore, the length of the interval between the Thousands-Block Protection and Donation/Disconnect Identification Date and the Thousands-Block Disconnect Date should depend upon the quantity of contaminated Thousands-Blocks to be donated/returned. However, in no case shall the interval be less than 30 calendar days.

Prior to the Thousands-Block disconnect Effective Date, a SP may need to retrieve a Thousands-Block it had previously returned to the Industry Inventory Pool. As long as the disconnect date has not yet passed, the SP may cancel the Thousands-Block disconnect in the Pooling Administration System (PAS) (see Section 11.1.8).

Subsequent to the Thousands-Block Disconnect Effective Date but before the Thousands-Block has been Assigned to another SP, the SP may need to retrieve a Thousands-Block it had previously donated/returned to the pool by submitting a Part 1A to the PA (see Section 11.1.8). For example, the SP may have made an error in reporting the Thousands-Block's Contamination level or failed to protect the Thousands-Block from further number assignments.

If a pending Local Number Portability (LNP) Port exists for an Unavailable TN(s) within a contaminated Thousands-Block that is being donated/returned, the two SPs involved in the LNP Port shall work cooperatively to resolve the pending LNP Port. This process could be accomplished by having the recipient SP of the LNP Port, cancel the pending LNP Port so that the donating/returning SP can perform the ISP(s) for Thousands-Block Donation/return purposes. Afterwards, the recipient SP of the LNP Port would then re-establish the pending LNP Port. Another alternative would be to have the SPs involved attempt to advance the pending LNP Port through contact with the NPAC.

The quantity of pending LNP Ports (not ISP Ports) that shall be addressed should be considered by the industry when establishing the overall schedule for Thousands-Block Donation/return. A large quantity of pending LNP Ports may require a longer interval between the Thousands-Block Protection and Donation/Disconnect Identification Date and Thousands-Block Donation/Disconnect Date. This information may not be available at the SIM.

Failure to address all pending LNP Ports at the time of Thousands-Block Donation/return shall result in a rejection of the NPAC activation when that Thousands-Block is subsequently Allocated to a SP following Industry Inventory Pool establishment. See Section 7.1.16.

### 17.2.6 PA Assessment of Industry Inventory Surplus/Deficiency

For each Thousands-Block Number Pooling area supplemental update, the PA shall evaluate whether there shall be enough Thousands-Blocks donated/returned to create an Industry Inventory Pool with enough supply to meet the aggregate forecasted demand for TNs for 6 six months beyond the Implementation and Pool Start/Allocation Date. If the PA determines there shall be an insufficient supply to meet this demand, the PA shall request SPs with a forecasted demand to submit an application for additional CO Codes from the North American Numbering Plan Administrator (NANPA) in an expedited manner to assure adequate supply exists prior to the Implementation and Pool Start/Allocation Date (see Section 14.1.7.1, Step 2 for the process to select a CO Code Holder of a Pooled CO Code). If the PA determines there is an excess supply beyond the 6-month Inventory level, the PA shall request SPs to return any full CO Codes in excess to the NANPA when the CO Code is non-pooled or the PA when the CO Code is pooled. Any excess individual Thousands-Blocks shall be kept in the Industry Inventory Pool.

The PA shall post the assessment of the Industry Inventory Pool to the PA website for SPs to view the results of the surplus/deficiency determination on the eighth calendar day after the Thousands-Block Disconnect Date.

### **17.2.7 Implementation and Pool Start/Allocation Date**

The Implementation and Pool Start/Allocation Date is the date identified by the appropriate regulatory body or agreed upon by the PA and participating SPs by which Thousands-Block Number Pooling is to be implemented in the supplemental Rate Centers. It is the date the PA may start allocating Thousands-Blocks from the Industry Inventory Pool to SPs. This is also the start date for SPs to send applications for Thousands-Blocks to the PA. The Implementation and Pool Start/Allocation Date may be as few as five business days following the Thousands-Block Disconnect Date: two calendar days are necessary to allow the NPAC download of ISP Ports to occur and two business days to allow the PA to compile the necessary data; the additional three business days are for the initialization of the data in BIRRDs. The Pool Start/Allocation Date may also be established beyond five business days following the Thousands-Block Disconnect Date, depending on local circumstances.

## **18 Rate Center Consolidations/Changes**

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### **18.1 Regulated Rate Center Consolidations/Change**

A Service Provider (SP) that files a tariff for a Rate Center consolidation(s)/change(s) shall notify the Pooling Administrator (PA) and the North American Numbering Plan Administrator (NANPA) when the tariff is approved by the appropriate regulatory authority. SPs that file tariffs for a Rate Center change are advised to adhere to the minimum timeframe of 90 days when planning this type of change.<sup>343</sup> The NANPA and PA shall confirm the Rate Center consolidation(s)/change(s) with the regulatory authority.

NANPA shall issue a North American Numbering Plan (NANP) notification to the industry as soon as NANPA has verified the Rate Center change and the timeframe with the regulatory authority and made appropriate change(s) in the North American Numbering Plan (NANP) Administration System (NAS) on the Effective Date of the change(s). SPs are not required to submit Part 1 Central Office Code (NPA-NXX) Applications to NANPA for these types of changes. The PA shall make appropriate update(s) in the Pooling Administration System (PAS) on the Effective Date of the change(s). SP(s) are not required to submit Part 1A Thousands-Block (NPA-NXX-X) Applications to reflect this change. The PA shall issue a notification when the updates have been made in PAS, identifying the Thousands-Block(s) (NPA-NXX-X) affected, and provide a list of Rate Centers that shall require forecast updates.

When it becomes apparent that an existing tariff was not properly implemented, and is not part of a current consolidation or mandated state order, the SP that filed the tariff shall provide the NANPA and PA with a copy of the previously approved tariff, the Central Office (CO) Code(s) (NPA-NXX) affected, and the Effective Date the change(s)<sup>344</sup> are to be implemented. NANPA shall verify the changes with the appropriate regulatory authority and make necessary updates in NAS. NANPA shall issue a notification when the updates have been made, identifying the CO Codes in the affected Rate Centers. SP(s) are not required to submit Part 1s to reflect this change. The PA shall make necessary updates in PAS. SP(s) are not required to submit Part 1As to reflect this change. The PA shall issue a notification when the updates have been made, identifying the Thousands-Block(s) affected, and provide a list of Rate Centers that shall require forecast updates.

### **18.2 Deregulated Rate Center Consolidations/Change**

A SP doing a Rate Center consolidation/change in deregulated states (which do not require tariffs or other regulatory filings) shall notify the PA and the NANPA indicating that the state is deregulated. NANPA shall issue a NANP notification to the industry as soon as NANPA has verified the Rate Center change information and made appropriate change(s) in NAS on the Effective Date of the change(s). SPs are not required to submit Part 1s to NANPA for these types of changes. SPs in states that are deregulated that are doing a Rate Center change are

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<sup>343</sup> See the Next Generation Interconnection Interoperability Forum's (NGIIF) "Recommended Notification Procedures to the Industry for Changes in Access Network Architecture (ATIS-0300046), Attachment B."

<sup>344</sup> See the Next Generation Interconnection Interoperability Forum (NGIIF) "Recommended Notification Procedures to the Industry for Changes in Access Network Architecture (ATIS-0300046), Attachment B."

advised to adhere to the minimum timeframe of 90 days when planning this type of change. The PA shall verify the changes with NANPA and make appropriate update(s) in PAS on the Effective Date of the change(s). SP(s) are not required to submit Part 1As to reflect this change. The PA shall issue a notification when the updates have been made in PAS, identifying the Thousands-Block(s) affected, and provide a list of Rate Centers that shall require forecast updates.

Any SP disputing the change shall contact NANPA, the PA, the SP initiating the change(s), and the appropriate regulatory authority with the CO Code(s) involved in the dispute. NANPA shall reverse the changes to the disputed CO Code(s) until the regulatory authority has resolved the dispute. The PA shall reverse the changes to the disputed Pooled Central Office (CO) Code(s) (NPA-NXX) (and associated Thousands-Block(s) and place any Available Thousands-Block(s) from the disputed Pooled CO Code(s) into a reserved status until the regulatory authority has resolved the dispute.

NANPA shall coordinate with iconectiv's TRA to update the appropriate ACD/NXD screens in BIRRDS.

## 19 Appeals and Safety Valve Process

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### 19.1 Appeals Process

#### 19.1.1

Disagreements may arise between the Pooling Administrator (PA) and Thousands-Block Holders/Applicants in the context of the administration of these guidelines. In all cases, the PA and Thousands-Block Holders/Applicants shall make reasonable, good faith efforts to resolve such disagreements amongst themselves, consistent with these guidelines, prior to pursuing any appeal. Appeals may include, but are not limited to, one or more of the following options:

- a) The Thousands-Block Holder/Applicant shall have the opportunity to resubmit the matter to the PA for reconsideration with or without additional input.
- b) Guidelines interpretation/clarification questions may be referred to the body responsible for maintenance of these guidelines, currently the Industry Numbering Committee (INC). Unless otherwise mutually agreed to by the parties, these questions shall be submitted in a generic manner protecting the identity of the appellant.
- c) The PA and Thousands-Block Holders/Applicant may pursue the disagreement with the appropriate regulatory authorities or their designate.

Reports on any resolution resulting from the above options, the content of which shall be mutually agreed upon by the involved parties and shall be kept on file by the PA. At a minimum, the report shall contain the names of the involved parties, the issue(s) raised, relevant Numbering Resource(s), and the final disposition of the appeal, e.g., whether or not a Thousands-Block (NPA-NXX-X) was Assigned.

#### 19.1.2

Disagreements may arise between the North American Numbering Plan Administrator (NANPA) and CO Code Holders/Applicants/PA in the context of the administration of these guidelines. In all cases, the NANPA and CO Code Holders/Applicants/PA shall make reasonable, good faith efforts to resolve such disagreements among themselves consistent with the guidelines prior to pursuing any appeal. Appeals may include but are not limited to one or more of the following options:

- a) The CO Code Holder/Applicant/PA shall have the opportunity to resubmit the matter to the administrator(s) for reconsideration with or without additional input.
- b) Guidelines interpretation/clarification questions may be referred to the body responsible for maintenance of these guidelines, currently the Industry Numbering Committee (INC). Unless otherwise mutually agreed to by the parties, these questions shall be submitted in a generic manner protecting the identity of the appellant.
- c) The NANPA and CO Code Holders/Applicant/PA may pursue the disagreement with the appropriate governmental/regulatory body.

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- d) Concerning the FCC Form 502, North American Numbering Plan Numbering Resource Utilization/Forecast (NRUF) Report, if the NANPA identifies any significant inconsistencies or anomalies in a Service Provider's (SP) data, the NANPA shall inform the submitting SP of its findings, after which the SP shall have five days to explain the inconsistencies or anomalies (to be defined by NANC), or to resubmit the data. If, after the discussions with a SP, the NANPA preliminarily concludes that the SP's data are insufficient, then the NANPA shall report that preliminary conclusion to the commission in the state where the SP is providing service, and to the FCC's Wireline Competition Bureau. The states have the authority to make a determination on the validity of the data and to instruct the SP on how any deficiencies should be remedied. The NANPA shall assign no Growth Numbering Resources to that SP until the appropriate state commission has resolved all questions regarding the inconsistency or anomaly.<sup>345</sup> Resolution by the state commission is expected in an expeditious manner.
- e) In cases where the NANPA has withheld Numbering Resources from any U.S. SP that fails to provide its utilization and forecast information, NANPA shall notify the SP in writing and allow ten days for the SP to either provide the report or show that it has already done so.<sup>346</sup>
- f) In cases where the NANPA has withheld Numbering Resources from a SP that does not demonstrate that it is both authorized and prepared to provide service before receiving Initial Numbering Resources, the NANPA shall notify the SP of its decision within ten days of receiving the application. SPs disputing the NANPA's decision to withhold Initial Numbering Resources upon a finding of noncompliance may appeal the NANPA's decision to the appropriate state commission for resolution.<sup>347</sup>

Applications for modification of the guidelines can be pursued as described in Section 20 of these guidelines.

Reports on any resolution resulting from the above options, the content of which shall be mutually agreed upon by the involved parties and shall be kept on file by the NANPA. At a minimum, the report shall contain the names of the involved parties, the issue(s) raised, relevant Numbering Resource(s), and the final disposition of the appeal, e.g., whether or not a Central Office (CO) Code (NPA-NXX) was Assigned.

## 19.2 Safety Valve Process

SPs disputing the North American Numbering Plan Administrator (NANPA)/Pooling Administrator's (PA) decision to withhold Initial Numbering Resources upon a finding of noncompliance may appeal the NANPA/PA's decision to the appropriate state commission for resolution.

The state commission may affirm, or may overturn, the NANPA/PA's decision to withhold Numbering Resources from the SP based on its determination that the SP has complied with the reporting and Numbering Resource application requirements.

The state commission also may overturn the NANPA/PA's decision to withhold Numbering Resources from the SP based on its determination that the SP has demonstrated a verifiable need for Numbering Resources and has exhausted all other available remedies.<sup>348</sup>

If a state does not reach a decision on a safety valve request within a reasonable timeframe, SPs may submit such requests to the FCC for resolution. In addition, SPs may appeal to the FCC safety valve decisions made by states.

## 20 Maintenance of These Guidelines

These guidelines are periodically updated to reflect changes in industry practices, or national regulatory directives. Questions regarding these guidelines may be directed to:

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<sup>345</sup> FCC 00-104 ¶54.

<sup>346</sup> FCC 00-104 ¶84.

<sup>347</sup> 47 CFR § 52.15 (g) (5)

<sup>348</sup> 47 CFR § 52.15 (g) (5).

North American Numbering Plan Administration  
[https://www.nationalnanpa.com/contact\\_us/index.html](https://www.nationalnanpa.com/contact_us/index.html)

and/or

National Pooling Administrator

<https://www.nationalpooling.com/contact/index.php>

Requests for changes to these guidelines should be directed to the appropriate industry forum, currently the Industry Numbering Committee (INC).

## 21 Glossary

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| Activation Deadline                            | Six months from the original Effective Date returned on the Part 3 Central Office Code Administrator's Response/Confirmation or Part 3A Pooling Administrator's Response/Confirmation and entered on the ACD or BCR/BCD screen in BIRRDS. A Part 4 Confirmation of CO Code In Service or Part 4A Confirmation of Thousands-Block In Service should be returned to the North American Numbering Plan Administrator (NANPA) or the Pooling Administrator (PA) by this date.  |
| Active Thousands-Block                         | A Thousands-Block (NPA-NXX-X) Assigned by the Pooling Administrator (PA) and implemented in the Public Switched Telephone Network (PSTN) for specific routing requirements as of the Thousands-Block Effective Date.   |
| Active CO Code                                 | A Central Office (CO) Code (NPA-NXX) Assigned by the North American Numbering Plan Administrator (NANPA) and implemented in the Public Switched Telephone Network (PSTN) for specific routing and rating requirements as of the LERG™ Routing Guide Effective Date.  |
| Administrative Constraint                      | A Limitation of the Switching Entity/Point of Interconnection (POI) where an existing Thousands-Block (NPA-NXX-X) and/or Telephone Number (TN) cannot be used for designated network routing and/or rating of Public Switched Telephone Network (PSTN) calls. An example of a Constraint would be the Limitation in the administration of a Thousands-Block across multiple Switching Entities/POIs in a Rate Center and would require a waiver from the appropriate regulatory authority.   |
| Administrative Numbers                         | Numbers used by Telecommunications Carriers to perform internal administrative or operational functions necessary to maintain reasonable quality of service standards (47 CFR § 52.15 (f) (1) (i) and FCC 00-104 ¶36 and ¶62). Examples of Administrative Numbers are: Test Numbers, Employee/Official Numbers, Location Routing Numbers (LRNs), Temporary Local Directory Numbers (TLDNs), Soft Dial Tone Numbers and Pseudo-Automatic Number Identification (p-ANI) numbers.   |
| Administrative Operating Company Number (AOCN) | A four position numeric or alphanumeric value that identifies the administrator of one or more data records in BIRRDS. If a Service Provider (SP) performs its own record administration, the Operating Company Number (OCN) value is most often the same value as an OCN assigned to that company based on a National Exchange Carrier Association (NECA) assigned Company Code, If a SP chooses not to use one of its OCNs as an AOCN, or if data is administered by a non-SP third party, TRA assigns a unique OCN (formatted differently than Company Codes) as an AOCN value. |
| Aging Numbers                                  | Disconnected numbers that are not Available for Assignment to another end user or customer for a specified period of time. Numbers previously Assigned to residential customers may be aged for no less than 45 days and no more than 90 days. Numbers previously Assigned to business customers may be aged for no less than 45 days and no more than 365 days. (47 CFR § 52.15 (f) (1) (ii)).  |
| Allocated/Assigned                             | Numbering Resources are Allocated/Assigned to a Service Provider (SP) when the information has been entered into BIRRDS by the North American Numbering Plan Administrator (NANPA) or the Pooling Administrator (PA).  |

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| Allocation Date   | The Allocation Date is the date established by the North American Numbering Plan Administrator (NANPA) or the Pooling Administrator (PA) when the Administrator assigns the Thousands-Block (NPA-NXX-X) or Central Office (CO) Code (NPA-NXX) to a Service Provider (SP).   |
| Applicant/CO Code<br>Applicant/Thousands-Block<br>Applicant | Service Providers (SP) who submit a Part 1 Central Office Code (NPA-NXX) Application to the North American Numbering Plan Administrator (NANPA) for the purpose of being Assigned a Central Office (CO) Code (NPA-NXX) for their use, or a Part 1A Thousands-Block (NPA-NXX-X) Application to the Pooling Administrator (PA) for the purpose of being Assigned a Thousands-Block (NPA-NXX-X) for their use. In Thousands-Block Number Pooling, the PA is authorized to forward the request for the assignment of Central Office (CO) Codes (NPA-NXX) as outlined in Section 5.3.6 and 5.4.7 of these guidelines.  |
| Assigned Numbers  | Numbers working in the Public Switched Telephone Network (PSTN) under an agreement such as a contract or tariff at the request of specific end users or customers for their use, or numbers not yet working but having a customer service order pending. Numbers that are not yet working and have a service order pending for more than five calendar days shall not be classified as Assigned Numbers. (47 CFR § 52.15 (f) (1) (iii)). Ported-out numbers should be included as a subcategory of Assigned Numbers. (FCC 00-104 ¶136)  |
| Audit   | Relative to these guidelines, the accumulation and evaluation of evidence about documented information of an Auditee to determine and report on the degree of compliance with Industry Numbering Committee (INC) industry guidelines and FCC rules.   |
| Auditee   | The Service Provider (SP), North American Numbering Plan Administrator (NANPA), or Pooling Administrator (PA) that is the subject of an Audit.  |
| Auditor   | Relative to these guidelines, the Federal Communications Commission (FCC) Wireline Competition Bureau's (formerly known as the Common Carrier Bureau) Audits Branch of the Accounting Safeguards Division or its other designated agents perform Audits of US Numbering Resources. (FCC 00-429 ¶90). State Commissions also may conduct Audits. (FCC 01-362 ¶101)   |
| Authorized User   | A person from an Applicant's organization or its agent that has the legal authority to take action on behalf of the Applicant.  |
| Available Numbers   | Numbers that are Available for Assignment to subscriber access lines, or their equivalents, within a Rate Center and are not classified as Assigned, Intermediate, Administrative, Aging, or Reserved. Available Numbers is a residual category that can be calculated by subtracting a sum of numbers in the Assigned, Intermediate, Administrative, Aging, and Reserved primary categories from the total of numbers in the Service Provider Inventory of a CO Code or Thousands-Block Holder (47 CFR § 52.15 (f) (1) (iv)).  |
| BIRRD <sup>S</sup>  | The iconectiv <sup>®</sup> Business Integrated Routing and Rating Database System is a centrally maintained database into which Service Providers (SP) or their agents enter data that supports the routing and rating of calls. Data reflects all North American Numbering Plan (NANP) Central Office (CO) Code (NPA-NXX) and Thousands-Block (NPA-NXX-X) assignments and is closely aligned with many of the processes and data elements addressed in these guidelines. Data reflects current network configurations as well as planned future changes. BIRRD <sup>S</sup> output includes the LERG <sup>™</sup> Routing Guide and the TPM <sup>™</sup> Data Source.  |
| Central Office (CO) Code<br>(NPA-NXX)                       | Central Office Codes may also be referred to as CO Codes (47 CFR. §52.7(c)). The sub-NPA code in a TN, i.e., digits D-E-F of a 10-digit North American Numbering Plan (NANP) area address. The second three digits (NXX) of a 10-digit telephone number in the form NPA-NXX-XXXX, where N is a number from 2 to 9 and X is a number from 0 to 9 (e.g., 740 is the CO Code (NXX) in (201) 740-xxxx).   |
| Certify/Certification                                       | The authorization of a Service Provider (SP) by a regulator to provide a telecommunications service in the relevant geographic area. 47 CFR § 52.15 (g) (2) and 47 CFR § 52.15 (g) (3) requires that applications for Initial Numbering Resources include evidence that the Applicant is authorized to provide service in the area for which Numbering Resources are being requested.   |
| CLLI <sup>™</sup> Code                                      | An eleven character, standardized, geographic identifier as defined in ATIS-0300253, Structure for the Representation of Location Entities for Information Exchange, which uniquely identifies the geographic location and certain functional categories of equipment. Companies that are licensees of Common Language <sup>®</sup> products can refer questions to their company's Common Language <sup>®</sup> Coordinator. Further information is available via the Common Language <sup>®</sup> Customer Support Center, 877-699-5577 and at <a href="http://www.commonlanguage.com">www.commonlanguage.com</a> . (Common Language <sup>®</sup> and Telcordia <sup>®</sup> are registered trademarks and CLLI <sup>™</sup> is a trademark and the Intellectual Property of Telcordia Technologies <sup>®</sup> , Inc. dba iconectiv <sup>®</sup> .) |

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| CO Code Administrator  | The entity responsible for the administration of the Central Office (CO) Codes (NPA-NXX) within a Numbering Plan Area (NPA). In the U.S. and its territories, this is currently the North American Numbering Plan Administrator (NANPA). See 47 CFR § 52.7 (d) and (e).  |
| CO Code Holder/Assignee  | An Assignee of a Pooled or Non-pooled Central Office (CO) Code (NPA-NXX). A CO Code Holder is identified in the LERG™ Routing Guide as the NPA-NXX-A record holder. The responsibilities of an Assignee for a Pooled Central Office (CO) Code (NPA-NXX) are defined in Section 8.2 and for a Non-pooled CO Code are defined in Section 8.3 of these guidelines.  |
| Company Code   | See “Operating Company Number (OCN)” definition.   |
| Conservation   | Consideration given to the efficient and effective use of finite Numbering Resources in order to minimize the cost and need to expand its availability in the introduction of new services, capabilities and features.   |
| Contamination  | Contamination occurs when at least one Telephone Number (TN) within a Thousands-Block (NPA-NXX-X) of TNs is not Available for Assignment to end users or customers. Thousands-Blocks contaminated up to and including 10 percent are eligible for Donation/return. For purposes of this provision, a TN is not Available for Assignment if it is classified as Administrative, Aging, Assigned, Intermediate, or reserved as defined in Federal Communications Commission (FCC) rules (47 CFR § 52.7 (h)).   |
| Critical Industry Inventory Insufficiency  | Exists for a Rate Center when the Available Numbering Resources in the Industry Inventory Pool for a particular Rate Center fall below the actual and/or forecasted demand for the next 66 calendar days.  |
| Dealer Numbering Pools   | Numbers Allocated by a Service Provider (SP) to a retail dealer for use in the sale and establishment of service on behalf of that SP. See “Intermediate Numbers” definition. (FCC 00-104 ¶20)   |
| Donation   | The process by which Service Providers (SP) are required to contribute Telephone Numbers (TN) to a Thousands-Block Number Pool (47 CFR § 52.7(i)). In the context of these guidelines, SPs shall use the Thousands-Block (NPA-NXX-X) return/disconnect process to donate/return Thousands-Blocks to the Industry Inventory Pool.   |
| Effective Date   | The date by which routing and rating within the Public Switching Telephone Network (PSTN) shall be working for the Assigned Thousands-Block (NPA-NXX-X) or the Assigned Central Office (CO) Code (NPA-NXX). Also, the date by which the Thousands-Block becomes an Active –Thousands-Block or the CO Code becomes an Active CO Code. Also referred to as the LERG™ Routing Guide Effective Date in these guidelines.   |
| Emergency Service Query Key (ESQK) (VoIP)  | Identifies an E911 call instance processed through a VoIP Positioning Center (VPC). An ESQK is associated with a particular PSAP or area within a Public Service Answering Point (PSAP). The ESQK is delivered to the PSAP as the calling number/ANI for the call and is subsequently used by the PSAP to request Automatic Location Identification (ALI) information for the call. The ALI database includes the ESQK in location requests sent to the VPC. The ESQK is used by the VPC as a key to look up the location object and other call information associated with an emergency call instance. The ESQK is a non-dialable North American Numbering Plan (NANP) number in the format of NPA-NXX-XXXX.  |
| Emergency Services Routing Digit (ESRD) and Emergency Services Routing Key (ESRK) (Wireless) | A 10-digit number used for the purpose of routing an E911 call to the appropriate Public Service Answering Point (PSAP) when that call is originating from wireless equipment. The Emergency Services Routing Digit (ESRD) identifies the cell site and sector of the call origination in a wireless call scenario. The Emergency Services Routing Key (ESRK) uniquely identifies the call in a given cell site/sector and correlates data that is provided to a PSAP by different paths, such as the voice path and the Automatic Location Identification (ALI) data path. Both the ESRD and ESRK define a route to the proper PSAP. The ESRK alone, or the ESRD and/or Mobile Identification Number (MIN), is signaled to the PSAP where it can be used to retrieve from the ALI database, the mobile caller’s call-back number, position and the emergency service agencies (e.g., police, fire, medical, etc.) associated with the caller’s location. If a North American Numbering Plan (NANP) Telephone Number (TN) is used as an ESRD or ESRK, this number cannot be Assigned to a customer. See “Administrative Numbers” definition. |
| Employee/Official Number   | A number Assigned by a Service Provider (SP) for its own internal business purposes. See “Administrative Numbers” definition.  |

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| Exchange Area   | <p>Tariffed (historically) by a state utilities commission and served by an Incumbent Local Exchange Carrier (ILEC). Generally documented in the state General Subscriber Services Tariff.</p> <p>The term Exchange Area denotes a geographic area generally smaller than a Local Access and Transport Area (LATA) and may comprise several towns and unincorporated areas, may be just one town, or may be a section of a large city. The term Exchange Area is often used interchangeably with the term Rate Center.</p>  |
| Exiting the Market  | <p>When a Service Provider (SP) no longer intends to provide service in the Rate Center where a Thousands-Block (NPA-NXX-X) or Central Office (CO) Code (NPA-NXX) resides. The SP may not retain any Thousands-Blocks, CO Codes, Location Routing Numbers (LRN) or ported Telephone Numbers (TN) in the Rate Center.</p>  |
| FCC Form 502, North American Numbering Plan Numbering Resource Utilization/Forecast (NRUF) Report | <p>The North American Numbering Plan Administrator (NANPA) gathers forecast and utilization information to monitor and project exhaust in individual Numbering Plan Areas (NPA)/area codes as well as in the North American Numbering Plan (NANP) overall. This semi-annual report includes number utilization information as well as a five year forecast of demand by year. Thousands-Block Number Pooling Service Providers (SP) report at the Thousands-Block (NPA-NXX-X) level per rate center. Non-pooling SPs report at the Central Office (CO) Code (NPA-NXX) level per rate center. For more detailed information, see the North American Numbering Plan Numbering Resource Utilization/Forecast Reporting (NRUF) Guidelines.</p>                            |
| FCC Registration Number (FRN)   | <p>A 10-digit number Assigned by the Federal Communications Commission (FCC) to an entity that does business with the FCC. A filer, licensee, certificate holder, or any entity sending payments to the FCC is considered to be doing business with the FCC. The FCC uses the FRN to determine if all of an entity's fees have been paid. The FRN is the same number used by entities on FCC Form 499-A and FCC Form 502 [North American Numbering Plan Numbering Resource Utilization/Forecasting (NRUF) Report]. More information about FRNs can be obtained by calling the FRN Help Line (877-480-3201) or from the following website:</p> <p><a href="https://fjallfoss.fcc.gov/coresWeb/publicHome.do">https://fjallfoss.fcc.gov/coresWeb/publicHome.do</a>.</p> |
| Forecast Report Date  | <p>During a Supplemental Implementation Meeting (SIM) this is the deadline for Service Providers (SP) to report their forecasted Thousands-Block (NPA-NXX-X) demand to the Pooling Administrator (PA) using the Appendix 4 Thousands-Block Forecast Report.</p>   |
| Growth Block/CO Code/Numbering Resource   | <p>Additional Numbering Resource(s) Assigned to an Operating Company Number (OCN) where the OCN already has a Numbering Resource(s) in that same Rate Center. A Growth Block/CO Code/Numbering Resource is requested by an OCN when the Telephone Numbers (TN) Available for Assignment in a previously Assigned Number Resource(s) in the Rate Center shall not meet expected demand.</p>  |
| Initial Block/Code/Numbering Resource   | <p>The first geographic Numbering Resource Assigned to an Operating Company Number (OCN) in a Rate Center where the OCN has no other Assigned or retained Number Resources in the Rate Center. May also be referred to as a footprint Numbering Resource. (See also FCC 00-104, ¶86 and ¶191; See also 47 CFR §52.15 (g)(2) and 47 CFR §52.20 (c)(2)).</p>  |
| In Service  | <p>A Central Office (CO) Code (NPA-NXX) or Thousands-Block (NPA-NXX-X) for which local routing information appears in the LERG™ Routing Guide, and one or more Telephone Numbers (TN) within the CO Code or Thousands-Block has been Assigned to an end user (FCC 00-104, ¶240). Numbers that are categorized as Administrative, Aging, Intermediate, Reserved, or Available cannot also be Assigned and do not satisfy the In Service requirement</p>  |
| Interconnected Voice over Internet Protocol (VoIP) Service Provider (SP)                          | <p>An entity that provides interconnected VoIP service, as that term is defined in 47 U.S.C. § 153(25) (47 CFR § 52.5 (b)).</p> <p>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 (PSTN) and to terminate calls to the PSTN (47 CFR § 9.3).</p>   |

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| Intermediate Numbers                    | Numbers that are made Available for use by another Telecommunications Carrier or non-Carrier entity for the purpose of providing telecommunications service to an end user or customer. Numbers ported for the purpose of transferring an established customer's service to another Service Provider (SP) shall not be classified as Intermediate Numbers (47 CFR § 52.15 (f) (1) (v)). Numbers such as Dealer Number Pools should be included as a subcategory of Intermediate Numbers (FCC 00-104 ¶36). An Intermediate Number is one that is made Available to a Carrier or non-Carrier entity from another Carrier, but has not necessarily been Assigned to an end-user or customer by the receiving Carrier or non-Carrier entity (FCC 15-70 ¶30). Numbers provided to Carriers, Interconnected VoIP providers, or other non-Carrier entities by numbering partners should be reported as Intermediate, and do not qualify as end users or customers (FCC 15-70 ¶32). |
| Intra-Service Provider (ISP) Block Port | A process which allows a Service Provider (SP) to port a Thousands-Block (NPA-NXX-X) of numbers within a Non-pooled Central Office (CO) Code (NPA-NXX) from one Switching Entity/Point of Interconnection (POI) to another serving the same Rate Center using a port type of pool in the Number Portability Administration Center (NPAC). This can be used in an area where Thousands-Block Number Pooling has or has not been established. An ISP Block Port may be denoted in BIRRDs with a Thousands-Block pooling status of "I" or "S."   |
| Intra-Service Provider (ISP) Port       | A process which allows a Service Provider (SP) to retain unavailable Telephone Numbers (TN) in contaminated Thousands-Blocks (NPA-NXX-X) that are being donated/returned to an Industry Inventory Pool. Specifically, numbers Assigned to customers from donated/returned Thousands-Blocks that are contaminated shall be ported back to the donating/returning SP to enable it to continue to provide service to those customers. An ISP Port can also be used to move a TN(s) from one Switching Entity/Point of Interconnection (POI) serving a Rate Center to another Switching Entity/POI serving the same Rate Center where Location Routing Number (LRN)-Local Number Portability (LNP) technology is in use.  |
| Inventory                               | Refers to all Telephone Numbers (TN) distributed, Assigned or Allocated: (1) To a Service Provider (SP), or (2) to the Pooling Administrator (PA) for the purpose of establishing or maintaining a Thousands-Block Number Pool (See 47 CFR § 52.7 (j)).   |
| Industry Inventory Pool                 | Used in Thousands-Block Number Pooling to describe a reservoir of un-Allocated Thousands-Blocks (NPA-NXX-X) administered by the Pooling Administrator (PA) for purposes of assignment to Service Providers (SP) participating in Thousands-Block Number Pooling.  |
| Jeopardy                                | A Jeopardy condition exists when the forecasted and/or actual demand for Central Office (CO) Code (NPA-NXX) resources shall exceed the known supply during the planning/implementation interval for relief.   |
| LATA (Local Access and Transport Area)  | <p>Defines an area within which Incumbent Local Exchange Carriers (ILEC) directly addressed by the 1984 Modified Final Judgement (MFJ) are permitted to carry traffic. Cross-LATA traffic, except in isolated waived cases, is carried by interexchange carriers. Although LATA restrictions do not apply to Service Providers (SP) not addressed by the MFJ, due to interconnection and other influencing factors, LATA restrictions impact all carriers to a degree.</p> <p>A LATA is a 3-digit value. Some LATA descriptions note a 5-digit value where, in Florida only, the last two digits represent Equal Access Exchange Areas (EAEAs) defined by the Florida utility commission. Many LATAs exist in multiple Numbering Plan Area (NPA) codes and many NPA codes exist in multiple LATAs. LATAs generally align with state boundaries except in a few areas (e.g., NY, CT, IL, OR and the area between MD, VA and WV).</p>   |
| LERG™ Routing Guide                     | The iconectiv® LERG™ Routing Guide is an output from the BIRRDs database. It is used by Service Providers (SP) and other carriers as a common means to reflect and exchange current and planned Central Office (CO) Code (NPA-NXX) and Thousands-Block (NPA-NXX-X) assignments along with associated routing data. Data is provided for all SPs in the North American Numbering Plan (NANP). It is generated monthly in its entirety, with daily change activity also available. See "Telecom Routing Administration (TRA)" definition.   |
| Local Number Portability (LNP)          | The ability of users of telecommunications services to retain, at the same location, existing telecommunications numbers without impairment of quality, reliability, or convenience when switching from one Telecommunications Carrier to another. Also referred to as Number Portability (47 CFR §52.21 (m)) or Service Provider (SP) Portability (47 CFR §52.21 (s)).   |

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| Local Number Portability (LNP) Port  | The process of moving a Telephone Number (TN) from one Service Provider (SP) to another SP using Location Routing Number (LRN)-Local Number Portability (LNP) technology. See also "Intra-Service Provider (ISP) Port" definition.   |
| Location Routing Number (LRN)        | A 10-digit (NPA-NXX-XXXX) number Assigned to a Switching Entity/Point of Interconnection (POI) by a CO Code Holder to a Switching Entity/POI for routing Local Number Portability (LNP) Ported Telephone Numbers (TN) in a Local Number Portability (LNP) environment. See "Administrative Numbers" definition.  |
| Major V&H Coordinates                | <p>5-digit numbers derived from latitude and longitude to pinpoint the location (e.g., middle) of an Exchange Area (technically the Rate Center). Major Vertical and Horizontal (V&amp;H) Coordinates can be used to calculate mileage between two Rate Centers to apply against appropriate mileage rates in determining the charge for Message Telephone Service (MTS) calls. Horizontal Coordinates in parts of the Caribbean are a negative 4-digit number.</p> <p>V&amp;H Coordinates are similarly derived and used for network elements such as Switching Entities/Points of Interconnection (POI) to apply against mileage based special access rates. V&amp;H values for a Rate Center and those for a Switching Entity/POI in a common Exchange Area, for various reasons, may, or may not, have the same values.</p>  |
| Mandated Implementation Date         | During the Supplemental Implementation Meeting process, the date identified by the appropriate regulatory body by which Thousands-Block Number Pooling is to be implemented. Also called the Implementation and Pool Start/Allocation Date.  |
| Metropolitan Statistical Area (MSA)  | One of several statistical designations defined by the U.S. government's Office of Management and Budget (OMB) used to refer to regions that broadly consist of a city and its suburbs plus any surrounding communities that are closely linked to the city because of social and/or economic factors. The purpose of these definitions is to give a uniform basis for identifying urbanization in the context of the population census. An MSA has an urbanized core of minimally 50,000 population and includes outlying areas determined by commuting measures. The OMB will occasionally rename and redefine MSAs.   |
| Minor V&H Coordinates                | <p>5-digit numbers derived from latitude and longitude. They are used to rate Message Telephone Service (MTS) calls in some areas of the U.S. when the calling and called Central Office (CO) Codes (NPA NXX) are associated with Rate Centers that are closer than a number of air miles specific in the rating company's tariff (usually 40 miles).</p> <p>Minor V&amp;H coordinates in Alaska are computed using a different algorithm and are utilized for specific tariffed reasons within Alaska.</p>  |
| Months to Exhaust (MTE)              | <p>Used by Service Providers (SP) to document the need for a Growth Central Office (CO) Code (NPA-NXX) or Thousands-Block (NPA-NXX-X) as follows:</p> $= \frac{\text{Telephone Numbers (TN) Available for Assignment}}{\text{Average Monthly Growth Rate}}$ <p>When used by the Pooling Administrator (PA) to document the need for a Growth CO Code:</p> $= \frac{\text{Thousands-Blocks Available for Assignment}}{\text{Average Monthly Growth Rate}}$  |
| NANP (North American Numbering Plan) | <p>A numbering architecture in which every station in the NANP area is identified by a unique ten-digit address consisting of a three-digit Numbering Plan Area (NPA) code, a three digit Central Office (CO) Code (NPA-NXX) 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.</p> <p>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 &amp; Nevis, St. Lucia, St. Vincent, Turks &amp; Caicos Islands, Trinidad &amp; Tobago, and the United States (including American Samoa, Puerto Rico, the U.S. Virgin Islands, Guam, the Commonwealth of the Northern Mariana Islands) [See also 47 CFR § 52.5 (d)].</p> |

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| <p>NANPA (North American Numbering Plan Administration)</p> | <p>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)).</p> <p>The NANPA is an impartial non-governmental entity that is not aligned with any particular telecommunications industry segment.<sup>349</sup> 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.</p>   |
| <p>National Exchange Carrier Association (NECA)</p>         | <p>A membership association of U.S. local telecommunications companies. NECA is the administrator of Company Codes which are used to uniquely identify telecommunications Service Providers (SP) per industry standard ATIS-0300251, <i>Codes for Identification of Service Providers for Information Exchange</i>. NECA assigns all Company Codes (<a href="http://www.neca.org">www.neca.org</a>).</p>   |
| <p>NECA Tariff FCC No. 4</p>                                | <p>National Exchange Carrier Association (NECA) Tariff FCC No. 4 is a Service Provider's (SP) legal billing authority for interstate access service charges in the U.S. Tariff FCC No. 4 is the database that SPs reference for interconnection information that supports the ordering, billing and provisioning of interstate access services in North America. Tariff FCC No. 4 also contains information that describes the location and technical capabilities of the SPs' wire centers which provide interstate access.</p> <p>All NECA member Incumbent Local Exchange Carrier (ILEC) companies participate in Tariff FCC No. 4. Effective 1996, NECA began to include NECA non-member [Competitive Local Exchange Carrier (CLEC), Unbundled Local Exchange Carrier (ULEC), Wireless, and Personal Communications Service (PCS) carriers] Wire Center and interconnection information in Tariff No. 4 should such companies choose to participate.</p> |
| <p>Newly Acquired Numbers</p>                               | <p>Those Numbering Resources that have been activated within the LERG™ Routing Guide, and thus are Available for Assignment, within the preceding 90 days of reporting utilization (FCC 00-104 ¶111). Newly acquired Numbering Resources may be excluded from the calculation of Utilization Level (47 CFR §52.15 (g) (3) (ii)).</p>   |
| <p>Numbering Plan Area (NPA)</p>                            | <p>The is the 3-digit code that occupies the A, B, and C positions in the 10-digit North American Numbering Plan (NANP) format that applies throughout the NANP area, also called Area Code. NPAs are of the form NXX, where N represents the digits 2-9 and X represents any digit 0-9. In the NANP, NPAs are classified as either geographic or non-geographic.</p> <p>Geographic NPAs are NPAs which correspond to discrete geographic areas within the NANP area.</p> <p>Non-geographic NPAs are NPAs that do not correspond to discrete geographic areas, but which are instead Assigned for services with attributes, functionalities, or requirements that transcend specific geographic boundaries. The common examples are NPAs in the N00 format, e.g., 800, 900.</p>  |
| <p>Numbering Resources</p>                                  | <p>For the purpose of these guidelines, this term refers to both CO Codes (NPA-NXX) and Thousands-Blocks (NPA-NXX-X). See Central Office (CO) Code (NPA-NXX) and Thousands-Block (NPA-NXX-X).</p>  |
| <p>NPA Code Relief</p>                                      | <p>An activity that shall be performed when the available Central Office (CO) Codes (NPA-NXX) within a Numbering Plan Area (NPA) near exhaust. Options for relief are described in Section 6.0 of the NPA Code Relief Planning &amp; Notification Guidelines.</p>  |
| <p>NPA Relief Date</p>                                      | <p>The earliest Central Office (CO) Code (NPA-NXX) activation date in the new Numbering Plan Area (NPA) as a result of NPA Code Relief activity.</p>   |
| <p>NPAC (Number Portability Administration Center)</p>      | <p>The database that contains routing information on ported Telephone Numbers (TN) and Thousands-Block Number Pooled Thousands-Blocks (NPA-NXX-X) and facilitates the updating of the routing databases of all subtending Service Providers (SP) in the portability area. Also called the Number Portability Administration Center (NPAC) Service Management System (SMS)</p> <p>The NPAC public website location is <a href="http://www.numberportability.com">www.numberportability.com</a></p>  |

<sup>349</sup> 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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|  | <p>The NPAC secure website can be accessed from the public website by clicking on Customer Portal Login</p> <p>LNPA WG documents such as Change Orders, PIMs and Best Practices are located under the LNPAWG tab,</p>  |
| Operating Company Number (OCN)                 | <p>A four position alphanumeric code that uniquely identifies providers of local telecommunications service. OCN assignments are required of all Service Providers (SP) in their submission of utilization and forecast data (FCC 00-104 ¶41 and Public Notice DA 00-1549). Relative to Central Office (CO) Code (NPA-NXX) assignments addressed by these guidelines, National Exchange Carrier Association (NECA) assigned Company Codes are used as OCNs. Companies with no prior Central Office (CO) Code (NPA-NXX) or Company Code assignments shall contact NECA (<a href="http://www.neca.org">www.neca.org</a>; 800-228-8597) to be assigned a Company Code(s). Since multiple OCNs and/or Company Codes may be associated with a given company, companies with prior assignments should direct questions regarding appropriate OCN usage to the iconectiv® Telecom Routing Administration (TRA) (<a href="http://www.trainfo.com">www.trainfo.com</a>; 866-672-6997). See “Administrative Operating Company Number (AOCN)” definition.</p> |
| Parent Company OCN                             | <p>The Operating Company Number (OCN) of the highest related legal entity located within the state for which the Service Provider (SP) is reporting data or requesting Numbering Resources. See 47 CFR § 52.15 (f) (3) (ii).</p>   |
| Point of Interconnection (POI)                 | <p>The physical location where a Service Provider’s (SP) connecting circuits interconnect for the purpose of interchanging traffic on the Public Switched Telephone Network (PSTN).</p>  |
| Pooling Administrator (PA)                     | <p>Refers to the entity responsible for administering a Thousands-Block Number Pool (47 CFR § 52.7 (g)). The PA is responsible for the neutral administration of Thousands-Blocks (NPA-NXX-X) from Central Office (CO) Codes (NPA-NXX) in areas where Thousands-Block Number Pooling has been ordered or implemented. The PA is an impartial non-governmental entity that is not aligned with any particular telecommunications industry segment and is under contract to the Federal Communications Commission (FCC).</p>   |
| Pool Start/Allocation Date                     | <p>The date the Pooling Administrator (PA) may start allocating Thousands-Blocks (NPA-NXX-X) from the Industry Inventory Pool to Service Providers (SP). This is also the start date for SPs to send applications for Thousands-Blocks to the PA.</p>  |
| Premature Exhaust                              | <p>When referring to North American Numbering Plan (NANP): Premature Exhaust means the exhaust of North American Numbering Plan (NANP) resources (i.e., requires expansion beyond the 10-digit format) much sooner than the best industry projections. The NANP is expected to meet the numbering needs of the telecommunications industry well into the 21<sup>st</sup> century (i.e., a minimum of 25 years).</p> <p>When referring to Numbering Plan Area (NPA): Premature Exhaust is when a specific date for NPA relief has been established and the NPA is projected to exhaust prior to that date.</p>  |
| Private Networks                               | <p>Private Networks are composed of stations which are not directly accessible from all Public Switched Telephone Networks (PSTN) stations via the use of North American Numbering Plan (NANP) E.164 numbers.</p>  |
| Protected Code                                 | <p>A Central Office (CO) Code (NPA-NXX) Assigned in one Numbering Plan Area (NPA) that is not Available for Assignment in an adjacent NPA in order to permit 7-digit dialing across the NPA boundary.</p>  |
| Protected Route                                | <p>A route where the local calling scope from one or more Rate Centers to other Rate Centers across Numbering Plan Area (NPA) boundaries permits either 7- or 7 and 10-digit dialing across the NPA boundary. In the case of a Protected Route with 7-digit dialing, a Central Office (CO) Code (NPA-NXX) Assigned in one specific geographic area of an NPA is not Available for Assignment in a specific geographic area of an adjacent NPA, but the CO Code may be Assigned outside the identified geographic area of the adjacent NPA or local calling scope.</p>  |
| Pseudo-Automatic Number Identification (p-ANI) | <p>A 10-digit number used for the purpose of routing an E911 call to the appropriate Public Service Answering Point (PSAP). P-ANIs include but are not limited to: ESRD, ESRK, and ESQK numbers. If a North American Numbering Plan (NANP) Telephone Number (TN) is used as a p-ANI, this number cannot be Assigned to a customer. See “Administrative Numbers” definition.</p>  |
| Public Switched Telephone Network (PSTN)       | <p>All circuit-switched transmission, switching facilities, and signal processors supplied and operated by all telecommunications common carriers for use by the public. Every station on the PSTN is capable of being accessed from every other station on the PSTN via the use of North American Numbering Plan (NANP) E.164 numbers.</p>  |

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| Rate Center   | A uniquely defined point (Vertical & Horizontal Coordinates) located within an Exchange Area from which mileage measurements are determined. These measurements can be used with the tariffs in the message rating processes. See "Exchange Area" definition. A Rate Center is used for Numbering Resource applications and reports to associate Telephone Numbers (TN) with a geographic area, as defined by the relevant regulatory agency.  |
| Reassignment  | The process of reestablishing the assignment of a Numbering Resource, which was previously Assigned.   |
| Reclamation   | 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))   |
| Reorder Announcement (ROA)                              | This announcement is played when a call did not traverse the network to completion for a myriad of reasons. An example of such a recording is as follows: "We're sorry your call did not go through. Please try your call again later." (See ATIS-0300011, Next Generation Interconnection Interoperability (NGIIF) Reference Document: Part III – Installation and Maintenance Responsibilities for SS7 Links and; ATIS-0300019, Next Generation Interconnection Interoperability (NGIIF) Reference Document Part III Installation, Testing and Maintenance Responsibilities for SS7 Links and Trunks, Attachment H – SS7 Cause Codes and Tones and Announcements, available at <a href="http://www.atis.org">www.atis.org</a> . A reorder "tone" (known as fast busy) may occur in lieu of an announcement. See "Vacant Code Announcement" definition. |
| Reporting Carrier                                       | Refers to a Telecommunications Carrier that receives Numbering Resources from the North American Numbering Plan Administrator (NANPA), the Pooling Administrator (PA) or another Telecommunications Carrier.   |
| Reseller  | A Service Provider (SP) which purchases facilities and/or services from another SP for resale. See "Intermediate Numbers" definition.  |
| Reserved CO Code  | A Central Office (CO) Code (NPA-NXX) that has been temporarily set aside for an Applicant while the Applicant awaits a decision from the appropriate regulatory authority on a safety valve waiver already submitted.  |
| Reserved Numbers  | Numbers that are held by Service Providers (SP) at the request of specific end users or customers for their future use. Numbers held for specific end users or customers for more than 180 calendar days shall not be classified as Reserved Numbers (47 CFR § 52.15 (f) (1) (vi).   |
| Service Provider (SP)                                   | A Telecommunications Carrier or other entity that receives Numbering Resources from the North American Numbering Plan Administrator (NANPA), the Pooling Administrator (PA) or, from a Telecommunications Carrier for the purpose of providing or establishing telecommunications service. For the purposes of these guidelines, the term S includes an interconnected VoIP SP. (47 CFR §52.5 (e)).  |
| Service Provider Inventory                              | The Inventory of all geographic North American Numbering Plan (NANP) Telephone Numbers (TN) Allocated by the North American Numbering Plan Administrator (NANPA)/Pooling Administrator (PA) to a CO Code/ Thousands-Block Holder.  |
| Soft Dial Tone Numbers                                  | Numbers that permit restricted dialing, such as calling emergency services and sometimes receive incoming calls (FCC 00-104 ¶33). See Administrative Numbers definition.   |
| Switching Entity  | An electromechanical, electronic, or digital system for connecting lines to lines, lines to trunks, or trunks to trunks for the purpose of originating/terminating Public Switched Telephone Network (PSTN) calls. A single switching system may handle several Central Office (CO) Codes (NPA-NXX).   |
| Technical Requirement, Reason, Limitation or Constraint | A Limitation of the Switching Entity/Point of Interconnection (POI) where an existing Thousands-Block (NPA-NXX-X) and/or Telephone Numbers (TN) cannot be used for designated network routing and/or rating of Public Switched Telephone Network (PSTN) calls. Examples that constitute a Technical Constraint include Limitations on a Switching Entity/POI, network element or planning Constraint, CPE Limitations or unique AIN triggers.  |
| Telecommunications Carrier or Carrier                   | Any provider of telecommunications services, except that such term does not include aggregators of telecommunications services (as defined in 47 U.S.C. 226(a)(2)). For the purposes of these guidelines, the term Telecommunications Carrier or Carrier includes an Interconnected VoIP SPs.  |
| Telecom Routing Administration (TRA)                    | A process administered by iconectiv® that manages the BIRRDs database and its associated output (e.g., LERG™ Routing Guide, TPM™ Data Source).   |

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|  | <p>Contact Information:<br/>         Telecom Routing Administration (TRA)<br/>         100 Somerset Corporate Blvd.<br/>         Room 6E-603C<br/>         Bridgewater, NJ 08807<br/>         732-699-6700<br/> <a href="mailto:tra@iconectiv.com">tra@iconectiv.com</a></p>   |
| Temporary Local Directory Number (TLDN)                                | A number dynamically Assigned on a per call basis by the serving wireless Service Provider (SP) to a roaming subscriber for the purpose of incoming call setup. See "Administrative Numbers" definition.   |
| Test Number  | A Telephone Number(s) (TN) Assigned for inter- and intra-network testing purposes. See "Administrative Numbers" definition.  |
| Temporary Local Directory Number (TLDN)                                | A number dynamically Assigned on a per call basis by the serving wireless Service Provider (SP) to a roaming subscriber for the purpose of incoming call setup. See "Administrative Numbers" definition.   |
| Thousands-Block (NPA-NXX-X)  | A range of one thousand Telephone Numbers (TN) within a Central Office (CO) Code (NPA-NXX) beginning with X000 and ending with X999, where X is a value from 0 to 9.   |
| Thousands-Blocks Available for Assignment                              | Thousands-Blocks (NPA-NXX-Xs) within the Industry Inventory Pool Rate Center which are within a Central Office (CO) Code (NPA-NXX) that is flagged as Local Number Portability (LNP) capable in the LERG™ Routing Guide and the Number Portability Administration Center (NPAC), and which are Available for Assignment within the Service Provider's (SP) Rate Center.  |
| Thousands-Block Disconnect Date  | The deadline for Service Providers (SP) to donate/return their Thousands-Block(s) (NPA-NXX-X) during a Supplemental Implementation Meeting.  |
| Thousands-Block Forecast Report (Appendix 4)                           | All Thousands-Block Number Pooling Service Providers (SP) shall provide an Appendix 4 Thousands-Block Forecast Report to the Pooling Administrator (PA), on a semi-annual basis, by Rate Center for all Number Resource requirements in Thousands-Block Number Pooling Rate Centers, including full Central Office (CO) Codes (NPA-NXX) as well as Thousands-Blocks (NPA-NXX-X). The Appendix 4 is based on a 12-month interval. The semi-annual Thousands-Block Forecast Report deadline dates are on or before February 1 for the period ending December 31 and on or before August 1 for the period ending June 30. The PA gathers forecast information to monitor and project exhaust in individual Industry Inventory Pools based on the forecasts received and to compile the forecast demand of all SPs participating in each Industry Inventory Pool for semi-annual reporting to North American Numbering Plan Administrator (NANPA). |
| Thousands-Block Holder/Assignee  | The entity to which a Thousands-Block (NPA-NXX-X) has been Assigned for use.   |
| Thousands-Block Number Pooling   | A process by which the 10,000 numbers in a Central Office (CO) Code (NPA-NXX) are separated into ten sequential blocks of 1,000 numbers each (Thousands-Block (NPA-NXX-X)), and all ten thousand Telephone Numbers (TN) within each CO Code continue to be associated with the same Rate Center designation (i.e., V&H coordinates), but can be distributed among multiple Service Providers (SP) at the Thousands-Block level (47 CFR § 52.20 (a)).   |
| Thousands-Block Protection and Donation/Disconnect Identification Date | During a Supplemental Implementation Meeting, the deadline by which Service Providers (SP) are required to protect Thousands-Blocks (NPA-NXX-X) with 0% up to and including 10% Contamination from further Contamination, and identify their surplus of Thousands-Blocks. This is also the date when SPs may begin to port all Telephone Numbers (TN) in contaminated Thousands-Blocks that they are donating/returning to the Industry Inventory Pool. All Thousands-Blocks to be donated/returned shall have the associated Central Office (CO) Code (NPA-NXX) opened in the Number Portability Administration Center (NPAC) and marked portable in BIRRDs.  |
| TPM™ Data Source   | An output from the BIRRDs database. It is used by Service Providers (SP) in support of systems used in rating of telephone calls. It contains relevant rating data associated with all active and to be active (Assigned to become effective in the future) Central Office (CO) Codes (NPA-NXX) and Thousands-Blocks (NPA-NXX-X) in the North American Numbering Plan (NANP). Relevant data includes Rate Center names, time zone, daylight savings indicator, Operating Company Number (OCN), and Rate Center Vertical & Horizontal coordinates. It is generated monthly in its entirety.   |

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| Type 1 Interconnection Service Provider | A wireless Service Provider (SP) that utilizes Type 1 (trunk side with line treatment) interconnection with another SP's end office Switching Entity. See ATIS 0300081.  |
| Type 2 Interconnection Service Provider | For purposes of these guidelines, this specifically pertains to Type 2A which are true trunkside connections that employ trunk side signaling protocols. See ATIS 0300081.   |
| Unassignable Code                       | A Central Office (CO) Code (NPA-NXX) designated by the North American Numbering Plan Administrator (NANPA) which shall not be made Available for Assignment to any CO Code Applicant. For example, the CO Code "911" will not be Assigned as a CO Code so as to avoid potential conflict with emergency services.  |
| Unavailable TNs (Telephone Numbers)     | See "Contamination" definition.  |
| Utilization Level or Threshold          | The Service Provider's (SP) current Numbering Resource Utilization Level for the Rate Center in which it is seeking Growth Numbering Resources.<br>The Numbering Resource Utilization Level shall be calculated by dividing all Assigned Numbers by the total Numbering Resources in the Applicant's Service Provider Inventory and multiplying the result by 100. Numbering Resources activated in the LERG™ Routing Guide (within the preceding 90 calendar days of reporting Utilization Levels may be excluded from the Utilization Threshold calculation).<br>All Applicants for Growth Numbering Resources shall achieve a 75% Utilization Threshold, calculated in accordance with 47 CFR § 52.15 (h), for the Rate Center in which they are requesting Growth Numbering Resources. |
| Vacant Code Announcement (VCA)          | This announcement is played when an invalid Numbering Plan Area (NPA), Central Office (CO) Code (NPA-NXX), or Telephone Number (TN) is dialed (e.g., customer misdial). An example of such a recording is as follows: "We're sorry, your call cannot be completed as dialed. Please check the number and try again." (See ATIS-0300019, Next Generation Interconnection Interoperability (NGIIF) Reference Document: Part III, Installation, Testing and Maintenance Responsibilities for SS7 Links and Trunks, Attachment H – SS7 Cause Codes and Tones and Announcements" available at <a href="http://www.atis.org">www.atis.org</a> . (See Reorder Announcement (ROA) definition)  |

## 22 Normative References

The following "rules" have been incorporated into this document.

- a) Code of Federal Regulations (CFR), 47 CFR 52
- b) FCC 00-104 - *Report and Order and Further Notice of Proposed Rule Making*, released March 31, 2000 are referenced by footnote in the format "FCC 00-104 ....."
- c) FCC DA 00-1549 - *Common Carrier Bureau Responses to Questions in the Numbering Resource Optimization Proceeding*, released July 11, 2000 are referenced in the format "FCC DA 00-1549 ....."
- d) FCC 00-280 – *Order*, released July 31, 2000 are referenced by the footnote in the format "FCC 00-280 ....."
- e) FCC 204771 – *Erratum*, released August 3, 2000 are referenced by the footnote in the format "FCC 204771 ....."
- f) FCC 00-333 – *Order*, released August 31, 2000 are referenced by the footnote in the format "FCC 00-333 ....."
- g) FCC 00-429 – *Second Report and Order, Order on Reconsideration in CC Docket No. 96-98 and CC Docket No. 99-200, and Second Further Notice of Proposed Rulemaking in Cc Docket No. 99-200*, released December 29, 2000 are referenced by footnote in the format "FCC 00-429....."
- h) FCC 209297 – *Errata*, released January 24, 2001 are referenced by footnote in the format "FCC 209297....."
- i) FCC 01-362 *Third Report and Order and Second Order on Reconsideration in CC Docket No. 96-98 and CC Docket No. 99-200*, released December 28, 2001, are referenced by footnote in the format "FCC 01-362...".

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- j) FCC 03-126, Fourth Report and Order in CC Docket No. 99-200 and CC Docket No. 95-116, and Fourth Further Notice of Proposed Rulemaking in CC Docket No. 99-200, released June 18, 2003 are referenced by footnote in the format "FCC 03-126....."
- k) FCC 15-70, Report and Order In the Matter of Numbering Policies for Modern Communications WC Docket No. 13-97, IP-Enabled Services WC Docket No. 04-36, Telephone Number Requirements for IP-Enabled Service Providers, WC Docket No. 07-243, Telephone Number Portability, CC Docket No. 95-116, released June 22, 2015 are referenced by the footnote in the format "FCC15-70..."