



ATIS-0300119

ATIS Standard on -

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

Reissued with the closure of Issue 988.

June 13, 2025



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Foreword

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

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

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

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Note: Appendix D of the COCAG was sunset with the publication of this document.

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 bodies in areas served by the NANP. The NANP is the basic numbering scheme for the public switched telecommunications networks in the Countries¹ that are participants in the NANP.²

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.”³

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[®] Business Integrated Routing and Rating Database System (BIRRDS) and Line Information Database (LIDB) Access Support System (LASS) so that notification to the industry can take place through BIRRDS outputs. Examples of these outputs are the iconectiv[®] LERG[™] Routing Guide, and the iconectiv[®] TPM[™] 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 Internet Protocol (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.⁴

While these guidelines were developed at the direction of the Federal Communications Commission (FCC),⁵ 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.

¹ 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.

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

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

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

⁵ 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.

2 Purpose & Scope

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 SPs⁶ within geographic Numbering Plan Areas (NPAs). This does not preclude a future effort to address non-geographic NPAs in the same guidelines.⁷ 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). The role of the PA is currently included in the contract of the NANPA. Throughout these guidelines, the term NANPA includes the Pooling Administrator (PA), and the term Numbering Resource Administrators is used when referring to the NANPA. The guidelines described herein were developed by the industry without any assumption on who should be the NANPA(s).⁸

2.1 Public Resources

The North American Numbering Plan (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.⁹ Unused numbers may also be subject to Reclamation for Reassignment to other Service Providers (SPs).¹⁰

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;
- c) where an 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/disconnect or has been Assigned a Thousands-Block. Once an SP chooses to participate in Thousands-Block Number Pooling in an optional Rate Center all numbering applications shall be submitted for pooled resources directly to NANPA.¹¹

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

⁶ 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.

⁷ 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.

⁸ A list of the current Numbering Administrators is available at <http://www.nanpa.com>.

⁹ 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.

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

¹¹ The North American Numbering Plan Administrator (NANPA) shall maintain a list 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 an 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.

performed by the Audits Branch of the Accounting Safeguards Division in the Federal Communications Commission (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 ATIS website (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, a CO Code Holder of a Pooled CO Code, 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.¹² SPs and Numbering Resource Administrators are responsible for managing Numbering Resources in accordance with these guidelines.

3 Assumptions & Constraints

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 Central Office (CO) Code (NPA-NXX) 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 North American Numbering Plan Administrator (NANPA).¹³ 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.

¹² 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.

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

3.1.4

It is assumed from a wireline perspective that Numbering Resources Allocated to a wireline Service Provider (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/disconnected at pool start up, subsequently donated/disconnected, or returned to the Industry Inventory Pool, becomes part of the Pooling Administrator's Inventory and is no longer part of a SP's Inventory. The SP donating/disconnecting the Thousands-Block(s) shall make no new number assignments out of a donated/disconnected 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/disconnected to a pool from wireless grandfathered CO Codes¹⁴ cannot be Assigned to SPs until regulatory bodies direct how to handle these unique Numbering Resources. Additionally, because these Thousands-Blocks of grandfathered numbers have been donated/disconnected to the pool, they are excluded from Months to Exhaust (MTE) and utilization calculations on the Appendix 1 Months to Exhaust Certification Worksheet – TN Level when an SP requests Thousands-Blocks for Growth. The Thousands-Block Applicant shall include grandfathered CO Codes and/or Thousands-Blocks that have not been donated/disconnected and are still in its Service Provider Inventory in the total numbering resources calculation in Appendix 1. Using the data from the Total Numbering Resources report¹⁵, NANP Administration System (NAS) shall automatically populate on the Appendix 1 the list of all Codes NPA(s)-NXXs and Thousands-Blocks NPA(s)-NXX-X(s) Allocated to the Operating Company Number (OCN), as well as the quantity in item C. Total Numbering Resources.¹⁶ When an exception exists, a Thousands-Block Applicant shall adjust the auto-populated list of all CO Codes NPA(s)-NXXs and Thousands-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 1 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 1, when a Thousands-Block or CO Code disconnect request is pending in the same rate center, SPs shall not remove the resources from the list of all CO Codes NPA(s)-NXXs and Thousands-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 NANPA shall deny an application when the quantity in item A. Available Numbers and the quantity in item C. Total Number Resources on the Appendix 1 does not include all assigned, retained and pending resources, and the SP does not provide an explanation for 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.

¹⁴ Grandfathered wireless Central Office (CO) Codes (NPA-NXX) exist in states where the regulatory body 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.

¹⁵ A Thousands-Block Applicant may view the list and quantity of Total Numbering Resources Allocated to its Operating Company Number (OCN) in a particular Rate Center from the Total Numbering Resources report available in NANP Administration System (NAS); authorized state commission staff also may view the Total Numbering Resources report in NAS by OCN and Rate Center for a particular Service Provider (SP) within their state.

¹⁶ Grandfathered Central Office (CO) Codes (NPA-NXX) and/or Thousands-Blocks (NPA-NXX-X) that have not been Donated/disconnected and are still in the Service Provider's (SP) Inventory shall be automatically populated in the list and count of Total Numbering Resources.

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

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

4.1 System Access

Each Service Provider (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). Users shall have a unique username and password. A NAS User Profile Application shall be submitted at www.nanpa.com. The Numbering Resource Administrators have up to seven (7) calendar days to assign a password and notify the Central Office (CO) Code (NPA-NXX) or Thousands-Block (NPA-NXX-X) Applicant.

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 an SP, the SP shall apply to the North American Numbering Plan Administrator (NANPA) for Numbering Resources. SPs required to participate in pooling shall request and receive Pooled Numbering Resources from the NANPA.¹⁷

4.2.2

Where Thousands-Block Number Pooling has not been deployed, CO Code 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.¹⁸ Once Thousands-Block Number Pooling has been deployed, unneeded Thousands-Blocks that are 10% or less contaminated shall be donated/disconnected to the pool. Retained Thousands-Blocks, to the extent feasible, should be identified by each SP.

4.2.3

An SP needing to establish a Location Routing Number (LRN) shall investigate the feasibility of a voluntary transfer of CO Code Holder responsibilities of an existing Non-Pooled CO Code by reviewing its current inventory, including other Operating Company Numbers (OCNs) under its control. When such a transfer is not an option, the SP should proactively investigate the feasibility of a voluntary transfer for an existing Non-Pooled CO Code to avoid opening a new CO Code altogether. An SP is not obligated to perform this investigation if it meets the criteria for the Allocation of a new Non-Pooled CO Code but should do so to assist in prolonging the life of the Numbering Plan Area (NPA) especially when NPA relief has started. In determining such feasibility, consideration shall be given to the technical issues involved and the risk of service interruption to existing customers. The following factors shall be taken into consideration by both SPs when determining feasibility of a voluntary Non-Pooled CO Code transfer for LRN purposes:

- a) availability of Telephone Numbers (TNs) from the Non-Pooled CO Code;
- b) quantity of Assigned Numbers (either Assigned or ported numbers) within the Non-Pooled CO Code;¹⁹
- c) dependencies on ancillary services;

¹⁷ 47 CFR § 52.20 (b).

¹⁸ 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.

¹⁹ It is the recommendation of the North American Numbering Council's (NANC) Local Number Portability Administration (LNPA) Working Group (now known as the Number Portability Industry Forum [NPIF]) that the current CO Code Holder not have numbers Assigned in more than three (3) of the Thousands-Blocks (NPA-NXX-X).

- d) whether the current CO Code Holder has a Technical Constraint, or has already established an LRN in the 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) the length of time needed to complete the Non-Pooled CO Code transfer.²⁰

If a voluntary transfer for an existing Non-Pooled CO Code appears feasible, the SP shall contact the current CO Code Holder.²¹ The SP may ask NANPA for assistance with identifying appropriate contacts for the current CO Code Holder if needed, and NANPA may share such contact information with the SP. 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. If contacted, the current CO Code Holder shall provide a response within seven (7) calendar days. If the CO Code Holder agrees to transfer the Non-Pooled CO Code, then the CO Code Holder shall include appropriate documentation (e.g., a letter of authorization) in the response. Refer to Section 9.3.5 for more information regarding Non-Pooled CO Code transfers.

4.3 SPs Participating in Thousands-Block Number Pooling

4.3.1

Where an 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 3 Thousands-Block Forecast Report or a Donation or has been Assigned a Thousands-Block. Once an SP chooses to participate in Thousands-Block Number Pooling in an optional Rate Center all numbering applications shall be submitted for Pooled resources directly to the NANPA.²²

4.3.2

Six (6) to nine (9) 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

An 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 3 Thousands-Block Forecast Report; and
- b) donate/disconnect Thousands-Blocks to the Industry Inventory Pool as outlined in Section 11.1

4.3.4

An SP needing to establish an LRN shall investigate the feasibility of a voluntary transfer of CO Code Holder responsibilities of an existing Pooled CO Code or Non-Pooled in the Pooled Rate Center by reviewing its current inventory, including other OCNs under its control. When such a transfer is not an option, the SP should proactively investigate the feasibility of a voluntary transfer for an existing Pooled CO Code or Non-Pooled CO Code in a Pooled Rate Center to avoid opening a new CO Code altogether. An SP is not obligated to perform this

²⁰ 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.

²¹ See Section 9.2.6 for further details on the Pooled CO Code Transfer Process.

²² The North American Numbering Plan Administrator (NANPA) shall maintain a list 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 an SP is participating in pooling in a voluntary Rate Center, NANPA shall deny a Thousands-Block (NPA-NXX-X) and Central Office Code (NPA-NXX) Application – Part 1 for that Rate Center.

investigation if it meets the criteria for the allocation of a new Pooled CO Code but should do so to assist in prolonging the life of the NPA especially when NPA relief has started. In determining such feasibility, consideration shall be given to the technical issues involved and the risk of service interruption to existing customers. The following factors shall be taken into consideration by both SPs when determining feasibility of a voluntary Pooled CO Code transfer for LRN purposes:

- a) availability of a Thousands-Block from the CO Code;
- b) quantity of Assigned Thousands-Blocks within the Pooled CO Code
- c) quantity of Assigned Numbers (either Assigned or ported numbers) within the Non-Pooled or Pooled CO Code;²³
- d) dependencies on ancillary services;
- e) whether the current CO Code Holder has a Technical Constraint, or has already established an LRN in the Non-Pooled or Pooled CO Code and there are NPAC records associated with that LRN;
- f) the projected NPA exhaust;
- g) the cutover risks of service interruption when introducing a new Switching Entity/POI to the network;
- h) the length of time needed to complete the Non-Pooled or Pooled CO Code transfer.²⁴

If a voluntary transfer for an existing Non-Pooled or Pooled CO Code appears feasible, the SP shall contact the current CO Code Holder.²⁵ The SP may ask NANPA for assistance with identifying appropriate contacts for the current CO Code Holder if needed, and NANPA may share such contact information with the SP. The current CO Code Holder is not obligated to transfer the Non-Pooled or Pooled CO Code but may choose to do so to assist in prolonging the life of the NPA. If contacted, the current CO Code Holder shall provide a response within seven (7) calendar days. If the CO Code Holder agrees to transfer the Non-Pooled or Pooled CO Code, then the CO Code Holder shall include appropriate documentation (e.g., a letter of authorization) in the response. Refer to Section 9.3.5 for more information regarding Non-Pooled CO Code transfers. Refer to Section 9.2.6 for Pooled CO Code transfers.

4.4 Federal Communications Commission (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 United States (US) Carrier that fails to comply with the reporting and Numbering Resource application requirements established in 47 CFR 52.15.²⁶

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.²⁷ 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

²³ It is the recommendation of the North American Numbering Council's (NANC) Local Number Portability Administration (LNPA) Working Group (now known as the Number Portability Industry Forum [NPIF]) that the current CO Code Holder not have numbers Assigned in more than three (3) of the Thousands-Blocks (NPA-NXX-X).

²⁴ 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.

²⁵ See Section 9.2.6 for further details on the Pooled CO Code Transfer Process.

²⁶ 47 CFR § 52.15 (g) (4)

²⁷ 47 CFR § 52.15 (f) (4) and (5)

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Pooling, an Applicant shall submit or have submitted the required semi-annual NRUF Form 502 and the Appendix 3 to the NANPA in order to be Assigned a Thousands-Block.²⁸

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 Voice Over Internet Protocol (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.²⁹ Additionally, under these same semi-annual reporting deadlines, SPs shall submit to the NANPA the Appendix 3.

4.4.5

NANPA shall issue a request for forecast and utilization data (i.e., NRUF Form 502) at least two (2) months prior to the due date (See ATIS-0300068, *Numbering Resource Numbering Plan Numbering Resource Utilization/Forecast (NRUF) Reporting 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 an 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.

4.4.7

In a Rate Center consolidation, an SP shall update its NRUF Form 502 forecast and Appendix 3 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 3 forecasts for the Rate Center that is in effect at the time of the SP's NRUF Form 502 and Appendix 3 submissions to avoid submission errors.

4.5 Thousands-Block Forecast Report (Appendix 3)

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 a Thousands-Block Forecast Report – Appendix 3, on a semi-annual basis, by Rate Center to the NANPA in addition to the NRUF Form 502.

4.5.2

The available methods for SPs to submit an Appendix 3 are Application Programming Interface (API), Secure File Transfer Protocol (SFTP), Excel spreadsheet (instructions may be found at www.nanpa.com), and directly into NAS.

²⁸ 47 CFR § 52.15 (f) (6) (i).

²⁹ 47 CFR § 52.15 (f) (6) (i)

4.5.3

The Appendix 3 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 3 for each pooling area 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.³⁰

4.5.5

The NANPA shall size each Industry Inventory Pool as necessary based on forecasts received. The NANPA shall maintain no more than a six-month Inventory of TNs in each Rate Center.³¹ The exception to the six-month Inventory maximum is when Thousands-Block Donations/disconnects exceed the six-month supply and there are no full CO Codes meeting the requirements for a Donation/disconnect.

4.5.6

All individual SP forecast data shall be treated by the NANPA in a confidential manner. The data provided in these reports shall allow the NANPA to aggregate the data at the Rate Center level and shall be used by the NANPA to provide a Rate Center NRUF Form 502 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 3 for that Rate Center as soon as possible to the NANPA. The updated forecast should also identify an SP's need for an entire CO Code(s) (identified in Thousands-Block(s) to satisfy the need of a single customer. This updated Appendix 3 shall completely replace the previous Appendix 3 for a given Rate Center. If an SP submits a Thousands-Block (NPA-NXX-X) and Central Office (CO) Code (NPA-NXX) Application – Part 1 for Thousands-Blocks that is greater than that which is currently forecasted, the SP shall be required to update its Appendix 3 forecast prior to proceeding with the request.

4.6 Operating Company Number (OCN)

The Numbering Resource Application (Part 1) shall provide an OCN, which uniquely identifies the Applicant. The Numbering Resource Administrator shall not issue Numbering Resources to an SP without an Operating Company Number (OCN).³² 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 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.

³⁰ 47 CFR § 52.15 (f) (6)

³¹ 47 CFR § 52.20 (d) (2).

³² 47 CFR § 52.15 (g) (5)

Per NECA procedures, each type of service a company provides shall have a separate and distinct OCN. Companies offering more than one type of service are required to obtain multiple codes, regardless if a separate legal entity is created.³³ In addition, the Business Integrated Routing and Rating Database System (BIRRDs) edits will prevent service type identification on an NXD record that is not appropriate for the Company Code Category of the OCN assigned the Numbering Resource.

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). The following are current valid entity codes for population of the Switching Entity/POI on the Part 1 and appropriate for Numbering Resource assignments in Business Integrated Routing and Rating Database System (BIRRDs):

- a) Digital Switch
- b) Cellular Mobile Switch
- c) Remote Switch
- d) Call Agent Virtual Switch (grandfathered only for call agents having CO Codes 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 (1) of the valid network entity types appropriate for CO Code assignment listed above and built in BIRRDs; 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 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 an 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.³⁴ Specifically, SPs shall provide, as part of their applications for Initial Numbering Resources, evidence demonstrating that they are licensed, certified, or have an Federal Communications Commission (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).³⁵

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

³³ NECA North American Company Code Assignment Procedures Section 2.1 “Structure/Format”

³⁴ 47 CFR § 52.15 (g) (2) and 47 CFR § 52.15 (g) (3).

³⁵ 47 CFR § 52.15 (g) (2) and 47 CFR § 52.15 (g) (3).

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. Evidence shall be provided to the NANPA (e.g., Attach Documents in NAS or email). If the documents are not being attached in NAS, the NAS tracking number shall be provided.

- a) An 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) An 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) An 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.³⁶ See Template for 30-day State Notification for Interconnected VoIP Providers – Appendix B. The 30-day notice shall contain the following information:
 - 1) Applicant's IPES OCN (NECA Company Code classification shall be IPES)
 - 2) Each NPA and Rate Center(s) where the request(s) will be made as a separate line item
 - 3) Whether the applications shall be for Initial or Growth Numbering Resources for each NPA and Rate Center
 - 4) Quantity of Thousands-Blocks and/or CO Codes that are being requested for each NPA and Rate Center
 - 5) Accurate regulatory and numbering contact information

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. Evidence shall be provided to the NANPA (e.g., Attach Documents in NAS or email). If the documents are not being attached in NAS, the NAS tracking number shall be provided.

- a) An ILEC, RBOC, ULEC, CLEC, WIRE or PCS OCN may send a copy of any one (1) of the following document(s) the SP selects:
 - 1) A current executed interconnection agreement between a Local Exchange Carrier (LEC) 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

³⁶ See 47 CFR § 52.15 (g) (3) and FCC 15-70 ¶14 and ¶34.

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- 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 Business Plan/Pre-Planning Checklist for Demonstration of Facilities Readiness for an Initial Central Office (CO) Code (NPA-NXX) or Thousands-Block (NPA-NXX-X) (see Appendix A) to show that facilities for origination or termination for calls being used specifically for the requested CO 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 (1) of the other four (4) 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 NANPA 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.
 - 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:³⁷
- 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 or the "Description" field when using Attach Documents 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 or Attach Documents.

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.

³⁷ FCC 15-70 ¶37

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.³⁸

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.

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 NAS.³⁹ The Applicant shall include grandfathered CO Codes and/or Thousands-Blocks that have not been donated/disconnected 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 six (6) months and shall supply supporting data using the Months to Exhaust Certification Worksheet – TN Level - Appendix 1 (see Section 5.2, 5.4, or 5.6) that provides utilization by Rate Center for the preceding six (6) months and projected monthly utilization for the next 12 months; and (2) the Applicant's current numbering Utilization Level for the Rate Center in which it is seeking Growth Numbering Resources.⁴⁰NAS shall automatically populate on the Appendix 1 the list of all CO Codes NPA(s)-NXXs and Thousands-Blocks NPA(s)-NXX-X(s) Allocated to the OCN⁴⁰, as well as the quantity in item C. Total Numbering Resources.⁴¹ When an exception exists, a block Applicant shall adjust the auto-populated list of all CO Codes NPA(s)-NXXs and Thousands-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 1 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 1, when a Thousands-Block or CO Code disconnect request is pending in the same Rate Center, SPs shall not remove the resources from the list of all CO Codes NPA(s)-NXXs and Thousands-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 NANPA shall deny an application when the quantity in item A. Available Numbers and the quantity in item C. Total Number Resources on the Appendix 1 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 six (6) months.⁴²

³⁸ 47 CFR § 52.13 (c) (7)

³⁹ Authorized state commission staff also may view the Total Numbering Resources report in the NANP Administration System (NAS) by Operating Company Number (OCN) and Rate Center for a particular Service Provider (SP) within their state.

⁴⁰ 47 CFR § 52.15 (g) (4) (i) (A)

⁴⁰ 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 NAS; authorized state commission staff also may view the Total Numbering Resources report in NAS by OCN and Rate Center for a particular SP within their state.

⁴¹ Grandfathered Central Office CO Codes (NPA-NXX) and/or Thousands-Blocks (NPA-NXX-X) that have not been donated/disconnected and are still in the Service Provider's (SP) Inventory shall be automatically populated in the list and count of Total Numbering Resources.

⁴² 47 CFR § 52.15 (g) (4) (B)(iii)

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In the Months To Exhaust (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 commission.⁴³ 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.⁴⁴

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.⁴⁵

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.⁴⁶

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).⁴⁷

4.9.7

SPs participating in Thousands-Block Number Pooling shall apply to the NANPA 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 NANPA for all Pooled CO Codes. 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 Thousands-Block Number Pooling shall apply to the NANPA for all Non-Pooled CO Codes. 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 North American Numbering Plan (NANP) TNs, are to be Assigned only to identify initial destination addresses in the PSTN, not addresses within Private Networks.

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.⁴⁸ If the Applicant's FCC Registration Number (FRN), associated with its

⁴³ 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.nanpa.com.

⁴⁴ 47 CFR § 52.15 (g) (4).

⁴⁵ 47 CFR § 52.15 (g) (6) (h)

⁴⁶ 47 CFR § 52.15 (g) (4) (B) (ii)

⁴⁷ See 47 CFR § 52.15 (g) (3) and FCC 15-70 ¶14 and ¶34.

⁴⁸ See FCC Order 04-72 released April 13, 2004 and FCC Public Notice DA 12-1192 released July 25, 2012.

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.⁴⁹
- 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.⁵⁰ The Applicant can get OCN information by calling NECA (see Section 1.2 on the Part 1). The information provided on Part 1 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

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 North American Numbering Plan Administrator (NANPA) using the electronic Thousands-Block (NPA-NXX-X) and Central Office (CO) Code (NPA-NXX) Application - Part 1 in the NANP Administration System (NAS), Application Programming Interface (API) Secure File Transfer Protocol (SFTP). A Thousands-Block Applicant's Electronic submission shall be accepted as "official signature."

5.1.2

The NAS system shall verify the username and 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.

5.1.3

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

- a) provide Thousands-Block Forecast Report – Appendix 3 data semi-annually;
- b) provide Federal Communications Commission (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 (1) Thousands-Block on an Initial Thousands-Block application, SPs shall provide the Months to Exhaust Certification Worksheet – TN Level – Appendix 1. The Applicant shall include grandfathered Central Office (CO) Codes (NPA-NXX) and/or Thousands-Blocks that have not been donated/disconnected 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).⁵¹ An exception occurs in cases where a Rate Center is split among multiple

⁴⁹ 47 CFR § 52.15 (g) (1).

⁵⁰ 47 CFR § 52.15 (g) (1)

⁵¹ State commissions may have certain requirements as to the treatment of different types of grandfathered Central Office (CO) Codes (NPA-NXX).

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NPAs due to a regulatory order by a state commission.⁵² 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 report⁵³, NAS shall automatically populate on the Appendix 1 the list of all CO Codes NPA(s)-NXXs and Thousands-Blocks NPA(s)-NXX-X(s) Allocated to the OCN, as well as the quantity in item C. Total Numbering Resources.⁵⁴ When an exception exists, a Thousands-Block Applicant shall adjust the auto-populated list of all CO Codes NPA(s)-NXXs and Thousands-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 1 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 1, when a block disconnect request is pending in the same Rate Center, SPs shall not remove the resources from the list of all CO Codes NPA(s)-NXXs and Thousands-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 NANPA shall deny an application when the quantity in item A. Available Numbers and the quantity in item C. Total Numbering Resources on the Appendix 1 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 NANPA certifying that a need exists for a Thousands-Block assignment to a Switching Entity/Point of Interconnection (POI).
- e) The Applicant shall ensure the Service Provider ID (SPID) is loaded in the Number Portability Administration Center (NPAC) in the NPAC region associated with the State, NPA, and Rate Center on the application at least one (1) calendar day prior to submitting the application. When the SPID is not loaded in the NPAC in the NPAC region associated with the State, NPA, and Rate Center provided on the application, the NPAC Thousands-Block Data – Part 1B shall be marked as For Information Only and a Part 1B shall not be sent to the NPAC.
- f) The Applicant shall ensure the Location Routing Number (LRN) is loaded in the NPAC for the NPAC region associated with the State, NPA, Rate Center, and Service Provider SOA SPID provided on the application at least one (1) calendar day prior to submitting the application. When the LRN is not loaded in the NPAC or the LRN is not in the NPAC region associated with the State, NPA, Rate Center, and Service Provider SOA SPID provided on the application, the Part 1B shall be marked For Information Only and a Part 1B shall not be sent to the NPAC.
- g) The Applicant shall ensure the LRN is loaded in the NPAC for the Local Access and Transport Area (LATA) associated with the State, NPA, and Rate Center provided on the application. When the LRN is not loaded in the NPAC for the LATA associated with the State, NPA, and Rate Center provided on the application, the Part 1B shall be marked For Information Only and a Part 1B shall not be sent to the NPAC.
- h) A separate NPAC Thousands-Block Data - Part 1B shall be submitted for each Thousands-Block requested, except when the Thousands-Block is associated with a Pooled CO Code request.
- i) Applicants shall have a choice to initiate Pooled Thousands-Block activation through Service Order Activation (SOA) interface to NPAC, or through NPAC personnel.
- j) 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).⁵⁵
- k) 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 1. Multiple Thousands-Blocks may be requested on one (1) Part 1. For Growth Thousands-Blocks on the same application, the Appendix 1,

⁵² For example, certain Rate Centers in CA, MN, OH, NY and WA. More information can be found on the North American Numbering Plan Administrator's (NANPA) website at www.nanpa.com.

⁵³ A Thousands-Block Applicant may view the list and quantity of Total Numbering Resources Allocated to its Operating Company Number (OCN) in a particular Rate Center from the Total Numbering Resources report available in NANP Administration System (NAS); authorized state commission staff also may view the Total Numbering Resources report in NAS by OCN and Rate Center for a particular Service Provider (SP) within their state.

⁵⁴ Grandfathered Central Office (CO) Codes (NPA-XX) and/or Thousands-Blocks (NPA-NXX-X) that have not been Donated/disconnected and are still in the Service Provider's (SP) Inventory shall be automatically populated in the list and count of Total Numbering Resources.

⁵⁵ 47 CFR § 52.15 (g) (2) and 47 CFR § 52.15 (g) (3).

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).

- l) 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 Center⁵⁶ consistent with regulatory restriction.
- m) When an Industry Inventory Pool is not adequate to meet participating SPs' forecasted Thousands-Block demands, the NANPA shall request SPs with a forecasted demand to open CO Codes as outlined in Section 5.3.
- n) The NANPA shall Allocate a Thousands-Block to an 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.
- o) If the Applicant is deploying a new Switching Entity/POI in that Rate Center which requires the assignment of a LRN, and the SP is participating in Thousands-Block Number Pooling, the Applicant shall indicate on the Part 1 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.
- p) In the case of a CO Code transfer for LRN purposes, the Applicant shall ensure that the Part 1B for the initial request is marked as For Information Only. Once the transfer is complete, the Applicant shall ensure the SPID and LRN are loaded in the NPAC for the NPAC region associated with the State, NPA, Rate Center, and Service Provider SOA SPID. The Applicant shall then submit a modification request to the NPAC or a Part 1B modification one (1) calendar day after the LRN and the associated SPID are in the NPAC region of the CO Code.

5.1.4

An SP that has not submitted an NRUF Form 502 Report and an Appendix 3 shall be denied Numbering Resources until the SP submits both reports. If Thousands-Blocks are available in the pool, the NANPA shall assign Thousands-Blocks to an 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 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 59 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 (1) Thousands-Block and the pool is in need of replenishment, NAS 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 an SP that has just submitted forecast and utilization reports is different in NPA Jeopardy situations (see Section 14.1.10).

If an SP submits a Part 1 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 3 prior to proceeding with the Part 1 application. When the SP is requesting more than one (1) Thousands-Block and the pool is in need of replenishment, NAS 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 NANPA shall not be able to meet the entire application.

⁵⁶ 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 six (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 (6) months beyond the original application date.

5.1.6

The NANPA receives the Part 1 and Part 1B 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 (7) calendar days of receipt of the Part 1. 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*.

When an Applicant for a Thousands-Block provides a Thousands-Block Assignment Preference in Section 1.4 on the Part 1, the Applicant shall also indicate any undesirable Thousands-Blocks in Section 1.4 Thousands-Blocks that are Undesirable, if any. When the only desired Thousands-Block is the one (1) listed in Section 1.4 Thousands-Block Assignment Preference, the Applicant shall enter "All other thousands-blocks" in Section 1.4 Thousands-Blocks that are Undesirable, if any.

When the NANPA is unable to assign the Thousands-Block(s) provided in Section 1.4 Thousands-Block Assignment Preference and the Applicant does not indicate "All other thousands-blocks" in Section 1.4 Thousands-Block that are Undesirable, if any, the NANPA shall assign an Available Thousands-Block. When the NANPA is unable to assign the Thousands-Block(s) provided in Section 1.4 Thousands-Block Assignment Preference and the Applicant does indicate "All other thousands-blocks" in Section 1.4 Thousands-Block that are Undesirable, if any, the NANPA shall deny the request.

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: seven (7) calendar days for the NANPA to receive and process the application, five (5) calendar days for the Administrative Operating Company Number (AOCN) entry of data into Business Integrated Routing and Rating Database System (BIRRDS), 19 calendar days for industry notification of the Thousands-Block assignment, and two (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 NANPA receives the application shall specify their desired Effective Date. An application requesting a "24 calendar day Effective Date" shall be Assigned the standard minimum Effective Date of 24 calendar days after the Allocation Date; this allows five (5) calendar days for AOCN entry of data into BIRRDS plus 19 calendar days for the industry notification interval. The NANPA 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 (2) 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, an 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 two (2) calendar 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.

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

- a) The requesting SP shall indicate on the Part 1 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 (1) 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 "Comments" field indicating which Thousands-Block(s) is/are to be expedited.

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- b) The NANPA 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 (7) calendar days. The NANPA shall expedite such applications when it can do so without failing to meet its seven-calendar day application processing interval for other SPs. The NANPA 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 (9) calendar days after the issuance of the Administrator’s Response/Confirmation – Part 3. This allows for the NANPA and AOCN to update BIRRDs for LERG Routing Guide daily updates. The AOCN shall agree to perform the BIRRDs update in two (2) calendar days rather than the standard five (5) 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 (8) **business** days after the issuance of the Part 3. This allows for the NANPA and AOCN to update BIRRDs for LERG Routing Guide daily updates. The NPAC shall build the Thousands-Block in the NPAC within three (3) **business** days. The AOCN shall agree to perform the BIRRDs update in two (2) **calendar** days rather than the standard five (5) **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 an 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
NANPA processing of Application	7 calendar days	2-7 calendar days (if NANPA 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 access⁵⁷ 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 (1) 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

⁵⁷ Go to www.nanpa.com to request access to NANP Administration System (NAS).

Numbering Resources⁵⁸ when the state commission demonstrates (e.g., by email) to the NANPA that the SP failed to comply with the request.⁵⁹

5.1.9

When an SP's jurisdictional Certification, license, or authorization to operate has been revoked, the appropriate regulatory body 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.⁶⁰

5.1.10

Applicants for Thousands-Blocks 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.

5.1.11

Any SP that is denied the assignment of one (1) or more Thousands-Blocks under these guidelines has the right to appeal that decision per Section 19.1. SPs disputing the NANPA decision to withhold Initial Thousands-Blocks upon a finding of noncompliance may appeal the NANPA's decision to the appropriate state commission for resolution (see Section 19.1).⁶¹ The state commission may affirm or overturn the NANPA's decision to withhold Thousands-Blocks from the SP based on its determination of compliance with the reporting and Thousands-Block application requirements.⁶²

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 Thousands-Block requests per day except for Sundays,
- a maximum of 720 Thousands-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 NANPA of the new Effective Date via email.

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

The need for a Growth Thousands-Block (NPA-NXX-X) 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 North American Numbering Plan Administrator (NANPA) using the electronic Thousands-Block (NPA-XX-X) and Central Office (CO) Code (NPA-NXX) Application - Part 1 in the NANP Administration System (NAS), Application Programming Interface (API), or via Secure File Transfer Protocol (SFTP). A Thousands-Block Applicant's Electronic submission shall be accepted as "official signature."

5.2.2

The NAS system shall verify the username and 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.

⁵⁸ 47 CFR § 52.15 (g) (6).

⁵⁹ FCC 00-429 ¶122

⁶⁰ See FCC 00-429 ¶122 and FCC 15-70 ¶53.

⁶¹ 47 CFR § 52.15 (g) (5).

⁶² 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 – Appendix 3 data semi-annually;
- b) provide Federal Communications Commission (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 Growth Thousands-Blocks, SPs shall provide the Months to Exhaust Certification Worksheet – TN Level - Appendix 1. The Applicant shall include grandfathered Central Office (CO) Codes (NPA-NXX) and/or Thousands-Blocks that have not been donated/disconnected 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).⁶³ An exception occurs in cases where a Rate Center is split among multiple NPAs due to a regulatory order by a state commission.⁶⁴ 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 report⁶⁵, NAS shall automatically populate on the Appendix 1 the list of all CO Codes NPA(s)-NXXs and Thousands-Blocks NPA(s)-NXX-X(s) Allocated to the Operating Company Number (OCN), as well as the quantity in item C. Total Numbering Resources.⁶⁶ When an exception exists, a block Applicant shall adjust the auto-populated list of all CO Codes NPA(s)-NXXs and Thousands-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 1 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 1, when a Thousands-Block or CO Code disconnect request is pending in the same Rate Center, SPs shall not remove the resources from the list of all CO Codes NPA(s)-NXXs and Thousands-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 NANPA shall deny an application when the quantity in item A. Available Numbers and the quantity in item C. Total Number Resources on the Appendix 1 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 1 to the NANPA certifying that a need exists for a Thousands-Block assignment to a Switching Entity/Point of Interconnection (POI).
- e) The Applicant shall ensure the Service Provider ID (SPID) is loaded in the Number Portability Administration Center (NPAC) in the NPAC region associated with the State, NPA, and Rate Center on the application at least one (1) calendar day prior to submitting the application. When the SPID is not loaded in the NPAC in the NPAC region associated with the State, NPA, and Rate Center provided on the application, the NPAC Thousands-Block Data – Part 1B shall be marked For Information Only and a Part 1B shall not be sent to the NPAC.
- f) The Applicant shall ensure the Location Routing Number (LRN) is loaded in the NPAC for the NPAC region associated with the State, NPA, Rate Center, and Service Provider SOA SPID provided on the application at least one (1) calendar day prior to submitting the application. When the LRN is not loaded in the NPAC or the LRN is not in the NPAC region associated with the State, NPA, Rate

⁶³ State commissions may have certain requirements as to the treatment of different types of grandfathered Central Office (CO) Codes (NPA-NXX).

⁶⁴ For example, certain Rate Centers in CA, MN, OH, NY and WA. More information can be found on the North American Numbering Plan Administrator’s (NANPA) website at www.nanpa.com.

⁶⁵ A Thousands-Block Applicant may view the list and quantity of Total Numbering Resources Allocated to its Operating Company Number (OCN) in a particular Rate Center from the Total Numbering Resources report available in NANP Administration System (NAS); authorized state commission staff also may view the Total Numbering Resources report in NAS by OCN and Rate Center for a particular Service Provider (SP) within their state.

⁶⁶ Grandfathered Central Office (CO) Codes (NPA-NXX) and/or Thousands-Blocks (NPA-NXX-X) that have not been donated/disconnected 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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Center, and Service Provider SOA SPID provided on the application, the Part 1B shall be marked For Information Only and a Part 1B shall not be sent to the NPAC.

- g) The Applicant shall ensure the LRN is loaded in the NPAC for the LATA associated with the State, NPA, and Rate Center provided on the application. When the LRN is not loaded in the NPAC for the Local Access and Transport Area (LATA) associated with the State, NPA, and Rate Center provided on the application, the Part 1B shall be marked For Information Only and a Part 1B shall not be sent to the NPAC.
- h) A separate NPAC Thousands-Block Data - Part 1B form shall be submitted for each Thousands-Block requested, except when the Thousands-Block is associated with a Pooled CO Code request.
- i) Applicants shall have a choice to initiate Pooled Thousands-Block activation through Service Order Activation (SOA) interface to NPAC, or through NPAC personnel.
- j) SPs shall provide the Appendix 1 when requesting Thousands-Blocks for Growth. The Applicant shall include grandfathered CO Codes and/or Thousands-Blocks that have not been donated/disconnected 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.⁶⁷ An exception occurs in cases where a Rate Center is split among multiple NPAs due to a regulatory order by a state commission.⁶⁸ 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 report⁶⁹, PAS shall automatically populate on the Appendix 1 the list of all CO Codes NPA(s)-NXXs and Thousands-Blocks NPA(s)-NXX-X(s) Allocated to the OCN, as well as the quantity in item C. Total Numbering Resources.⁷⁰ When an exception exists, a block Applicant shall adjust the auto-populated list of all CO Codes NPA(s)-NXXs and Thousands-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 1 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 1, when a Thousands-Block or CO Code Donation/disconnect request is pending in the same Rate Center, SPs shall not remove the resources from the list of all CO Codes NPA(s)-NXXs and Thousands-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 NANPA shall deny an application when the quantity in item A. Available Numbers and the quantity in item C. Total Number Resources on the Appendix 1 does not include all Assigned, retained and pending resources, and the SP does not provide an explanation of the adjustment.
- k) An Interconnected Voice over Internet Protocol (VoIP) SP shall also provide the 30-day State Notification (see Appendix A) 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).
- l) 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 1. Multiple Thousands-Blocks may be requested on one (1) Part 1. For Growth Thousands-Blocks, the Appendix 1, 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).
- m) When an Industry Inventory Pool is not adequate to meet participating SPs' forecasted Thousands-Block demands, the NANPA shall request SPs with a forecasted demand to open Growth CO Codes as outlined in Section 5.4.

⁶⁷ State commissions may have certain requirements as to the treatment of different types of grandfathered Central Office (CO) Codes (NPA-NXX).

⁶⁸ For example, certain Rate Centers in CA, MN, OH, NY and WA. More information can be found on the North American Numbering Plan Administrator's (NANPA) website at www.nanpa.com.

⁶⁹ A Thousands-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 NANP Administration System (NAS); authorized state commission staff also may view the Total Numbering Resources report in NAS by OCN and Rate Center for a particular Service Provider (SP) within their state.

⁷⁰ Grandfathered Central Office (CO) Codes (NPA-NXX) and/or Thousands-Blocks (NPA-NXX-X) that have not been donated/disconnected and are still in the Service Provider's (SP) Inventory shall be automatically populated in the list and count of Total Numbering Resources.

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- n) The Applicant should request their own Contaminated Thousands-Block from the Industry Inventory Pool.
- o) The NANPA shall Allocate a Thousands-Block to an SP's single Switching Entity/POI. 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.
- p) 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 1, 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.
- q) In the case of a CO Code transfer for LRN purposes, the Applicant shall ensure that the Part 1B for the initial request is marked as For Information Only. Once the transfer is complete, the Applicant shall ensure the SPID and LRN are loaded in the NPAC for the NPAC region associated with the State, NPA, Rate Center, and Service Provider SOA SPID. The Applicant shall then submit a modification request to the NPAC or a Part 1B modification one (1) calendar day after the LRN and the associated SPID are in the NPAC region of the CO Code.

5.2.4

An SP that has not submitted an NRUF Form 502 Report and an Appendix 3 shall be denied Numbering Resources until the SP submits both reports. If Thousands-Blocks are available in the pool, the NANPA shall assign Thousands-Blocks to an 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 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 59 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 (1) Thousands-Block and the pool is in need of replenishment, NAS 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 an SP that has just submitted forecast and utilization reports is different in NPA Jeopardy situations (see Section 14.1.10).

5.2.5

If an SP submits a Part 1 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 3 prior to proceeding with the Part 1 application. When the SP is requesting more than one (1) Thousands-Block and the pool is in need of replenishment, NAS 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 NANPA shall not be able to meet the entire application.

5.2.6

All applications for numbering resources shall be made six (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 (6) months beyond the original application date.

5.2.7

The NANPA receives the Parts 1 and Part 1B 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 (7) calendar days of receipt of the

Part 1. 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*.

When an Applicant for a Thousands-Block provides a Thousands-Block Assignment Preference in Section 1.4 on the Part 1, the Applicant shall also indicate any undesirable Thousands-Blocks in Section 1.4 Thousands-Blocks that are Undesirable, if any. When the only desired Thousands-Block is the one (1) listed in Section 1.4 Thousands-Block Assignment Preference, the Applicant shall enter "All other thousands-blocks" in Section 1.4 Thousands-Blocks that are Undesirable, if any.

When the NANPA is unable to assign the Thousands-Block(s) provided in Section 1.4 Thousands-Block Assignment Preference and the Applicant does not indicate "All other thousands-blocks" in Section 1.4 Thousands-Block that are Undesirable, if any, the NANPA shall assign an Available Thousands-Block. When the NANPA is unable to assign the Thousands-Block(s) provided in Section 1.4 Thousands-Block Assignment Preference and the Applicant does indicate "All other thousands-blocks" in Section 1.4 Thousands-Block that are Undesirable, if any, the NANPA shall deny the request.

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: seven (7) calendar days for the NANPA to receive and process the application, five (5) calendar days for the Administrative Operating Company Number (AOCN) entry of data into Business Integrated Routing and Rating Database System (BIRRDs), 19 calendar days for industry notification of the Thousands-Block assignment, and two (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 NANPA receives the application shall specify their desired Effective Date. An application requesting a "24 calendar day Effective Date" shall be Assigned the standard minimum Effective Date of 24 calendar days after the Allocation Date; this allows five (5) calendar days for Administrative Operating Company Number (AOCN) entry of data into BIRRDs plus 19 calendar days for the industry notification interval. The NANPA 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 (2) 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, an 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 (two) 2 calendar 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.

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

- a) The requesting SP shall indicate on the Part 1 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 (1) 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 "Comments" field indicating which Thousands-Block(s) is/are to be expedited.
- b) The NANPA 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 (7) calendar days. The NANPA shall expedite such applications when it can do so without failing to meet its seven (7) calendar day application processing interval for other SPs. The NANPA 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 (9) **calendar** days after the issuance of the Administrator's Response/Confirmation - Part 3. This allows for the NANPA and AOCN to update BIRRDs for LERG Routing Guide daily updates. The AOCN

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shall agree to perform the BIRRDS update in two (2) **calendar** days rather than the standard five (5) **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 (8) **business** days after the issuance of the Part 3. This allows for the NANPA and AOCN to update BIRRDS for LERG Routing Guide daily updates. The NPAC shall build the Thousands-Block in the NPAC within three (3) **business** days. The AOCN shall agree to perform the BIRRDS update in two (2) **calendar** days rather than the standard five (5) **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 an 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
NANPA processing of Application	7 calendar days	2-7 calendar days (if NANPA 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

5.2.9

State commissions have access⁷¹ 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 (1) 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 Resources⁷² when the state commission demonstrates (e.g., by email) to the NANPA that the SP failed to comply with the request.⁷³

5.2.10

When an SP's jurisdictional Certification, license, or authorization to operate has been revoked, the appropriate regulatory body 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.⁷⁴

⁷¹ Go to www.nanpa.com to request access to North American Numbering Plan (NANP) Administration System (NAS).

⁷² 47 CFR § 52.15 (g) (6).

⁷³ FCC 00-429 ¶122

⁷⁴ See FCC 00-429 ¶122 and FCC 15-70 ¶53.

5.2.11

Applicants for Thousands-Blocks 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.

5.2.12

Any SP that is denied the assignment of one (1) or more Thousands-Blocks under these guidelines has the right to appeal that decision per Section 19.1. SPs disputing the NANPA decision to withhold Growth Thousands-Blocks upon a finding of noncompliance may appeal the NANPA's decision to the appropriate state commission for resolution (see Section 19.1).⁷⁵ The state commission may affirm or overturn the NANPA's decision to withhold Thousands-Blocks from the SP based on its determination of compliance with the reporting and Thousands-Block application requirements.⁷⁶

5.2.13

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 Thousands-Block requests per day except for Sundays,
- a maximum of 720 Thousands-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 NANPA of the new Effective Date via email.

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

The need for an Initial Pooled Central Office (CO) Code (NPA-NXX) 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 North American Numbering Plan Administrator (NANPA). 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 Thousands-Block (NPA-NXX-X) and Central Office (CO) Code (NPA-NXX) Application - Part 1 in the NANP Administration System (NAS), Application Programming Interface (API) or via Secure File Transfer Protocol (SFTP). An Applicant's Electronic submission shall be accepted as "official signature."

5.3.2

The NAS shall verify the username and 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.

5.3.3

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

- a) provide Thousands-Block Forecast – Appendix 3 data semi-annually;
- b) provide Federal Communications Commission (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 (1) Thousands-Block (NPA-NXX-X) on an Initial Pooled CO Code application, with the exception of a CO Code for Dedicated Customer, SPs shall provide the Months to Exhaust Certification Worksheet - TN Level – Appendix 1. The Applicant shall include grandfathered CO Codes and/or Thousands-Blocks that have not been donated disconnected and are still in its Service

⁷⁵ 47 CFR § 52.15 (g) (5).

⁷⁶ 47 CFR § 52.15 (g) (4).

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).⁷⁷ An exception occurs in cases where a Rate Center is split among multiple NPAs due to a regulatory order by a state commission.⁷⁸ 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 report⁷⁹, NAS shall automatically populate on the Appendix 1 the list of all CO Codes NPA(s)-NXXs and Thousands-Blocks NPA(s)-NXX-X(s) Allocated to the OCN, as well as the quantity in item C. Total Numbering Resources.⁸⁰ When an exception exists, a Thousands-Block Applicant shall adjust the auto-populated list of all CO Codes NPA(s)-NXXs and Thousands-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 1 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 1, when a Thousands-Block or CO Code disconnect request is pending in the same rate center, SPs shall not remove the resources from the list of all CO Codes NPA(s)-NXXs and Thousands-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 NANPA shall deny an application when the quantity in item A. Available Numbers and the quantity in item C. Total Number Resources on the Appendix 1 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 to the NANPA certifying that a need exists for a Pooled CO Code assignment to a Switching Entity/Point of Interconnection (POI). Applicants for Pooled CO Codes, for an Initial CO Code assignment shall submit their applications to North American Numbering Plan Administrator (NANPA) using the Part 1. One (1) 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 form to the best of his/her knowledge.

Where Thousands-Block Number Pooling has been implemented, the NANPA is authorized to process applications for CO Codes. The NANPA 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 form and submit it to the NANPA. The OCN of the CO Code Holder shall be entered on the Part 1. 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.

- 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 (1) of the valid network entity types appropriate for Numbering Resource listed in Section 4.11, and built in Business Integrated Routing and Rating Database System (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*).⁸¹

⁷⁷ State commissions may have certain requirements as to the treatment of different types of grandfathered Central Office (CO) Codes (NPA-NXX).

⁷⁸ For example, certain Rate Centers in CA, MN, OH, NY and WA. More information can be found on the North American Numbering Plan Administrator's (NANPA) website at www.nanpa.com.

⁷⁹ A Thousands-Block Applicant may view the list and quantity of Total Numbering Resources Allocated to its Operating Company Number (OCN) in a particular Rate Center from the Total Numbering Resources report available in NANP Administration System (NAS); authorized state commission staff also may view the Total Numbering Resources report in NAS by OCN and Rate Center for a particular Service Provider within their state.

⁸⁰ Grandfathered Central Office (CO) Codes (NPA-NXX) and/or Thousands-Blocks (NPA-XXX-X) that have not been donated/disconnected and are still in the Service Provider's (SP) Inventory shall be automatically populated in the list and count of Total Numbering Resources.

⁸¹ 47 CFR § 52.15 (g) (2) and 47 CFR § 52.15 (g) (3).

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- 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 application. When more than one (1) Thousands-Block is being requested from a Pooled CO Code, the Appendix 1 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 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 Center⁸² 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.⁸³ These requirements apply equally to SPs requesting an Initial Pooled CO Code and those requesting an Initial Thousands-Block from the NANPA.⁸⁴ Where the Part 1 is 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 an 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 TNs 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 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. The SP shall investigate the feasibility of a voluntary transfer of CO Code Holder responsibilities of an existing Pooled CO Code or Non-Pooled in the Pooled Rate Center by reviewing its current Inventory, including other OCNs under its control. When such a transfer is not an option, the SP should proactively investigate the feasibility of a voluntary transfer for an existing Pooled CO Code or Non-Pooled CO Code in a Pooled Rate Center to avoid opening a new CO Code altogether. An SP is not obligated to perform this investigation if it meets the criteria for the allocation of a new Pooled CO Code but should do so to assist in prolonging the life of the NPA especially in cases when NPA relief has started. If a voluntary transfer appears feasible, the SP should contact the current CO Code Holder.⁸⁵ 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. Refer to Section 4.3.4.
- 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. An 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 an SP requests an Initial Pooled CO Code in a Rate Center, and the Pooled CO Code is needed for an LRN, the NANPA shall ensure that the Applicant satisfies the license and/or Certification and facilities readiness requirements. However, if an 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 NANPA may assign a Pooled CO Code to the SP, if the SP documents one (1) of the following situations in the "Comments" field on the Part 1:
- 1) The SP shall indicate that there are multiple tandems owned by different SPs [e.g., Local Exchange Carriers 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 Incumbent Local Exchange Carriers (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 NANPA (e.g., Attach Documents in NAS or email) a copy of the regulatory waiver. If the documents are not being attached in NAS, the NAS tracking number shall be provided in the email.

⁸² 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).

⁸³ 47 CFR § 52.15 (g) (2) and 47 CFR § 52.15 (g) (3).

⁸⁴ FCC 00-104 ¶197.

⁸⁵ See Section 9.2.6 for further details on the Pooled CO Code Transfer Process.

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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 investigate the feasibility of a voluntary transfer of CO Code Holder responsibilities of an existing Pooled CO Code or Non-Pooled in the Pooled Rate Center by reviewing its current inventory, including other OCNs under its control. When such a transfer is not an option, the SP should proactively investigate the feasibility of a voluntary transfer for an existing Pooled CO Code or Non-Pooled CO Code in a Pooled Rate Center to avoid opening a new CO Code altogether. An SP is not obligated to perform this investigation if it meets the criteria for the allocation of a new Pooled CO Code but should do so to assist in prolonging the life of the NPA especially when NPA relief has started. If a voluntary transfer from an existing Pooled CO Code appears feasible, the SP should contact the current CO Code Holder.⁸⁶ 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. Refer to Section 4.3.4.

If a voluntary transfer is not feasible, the SP shall follow the process for obtaining a waiver, as set forth in Section 19.2. Such regulatory body may be the state commission wherever the state commission has the appropriate jurisdiction.

- 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 NANPA (see Section 14.1.8). A single customer is one (1) customer requiring 10,000 consecutive TNs for its own internal use, not for the purpose of providing telecommunications service⁸⁷ to its end users or customers.⁸⁸ When an 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 NANPA (e.g., Attach Documents in NAS or email) this supporting documentation immediately after submitting the dedicated CO Code application. If the documents are not being attached in NAS, the NAS 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 NANPA prior to the original Part 3 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 donated/disconnected to the pool. A Confirmation of Thousands-Block (NPA-NXX-X) or Central Office (CO) Code (NPA-NXX) In Service - Part 4 shall be on file prior to an SP donating/disconnecting any Thousands-Block from a CO Code dedicated for a single customer's use. The SP also shall include in the "Comments" field of the Part 1 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 NANPA 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 records in BIRRDS for its Assigned Thousands-Blocks.

- l) CO Codes Assigned to SPs shall not be built in BIRRDS with an NXD COCTYPE of PLN, SIC, TST, AIN, BLG, BRD, CDA, CTV, ENP, FGB, HVL, N11, ONA, RTG, UFA, or 700 or an SSC of A.

5.3.4

An SP that has not submitted an NRUF Form 502 Report and an Appendix 3 shall be denied a Numbering Resources until the SP submits both reports. If Thousands-Blocks are available in the pool, the NANPA shall

⁸⁶ See Section 9.2.6 for further details on the Pooled CO Code Transfer Process.

⁸⁷ 47 CFR § 52.5 (j).

⁸⁸ See also FCC 15-70 ¶32.

assign Thousands-Blocks to an 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 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 59 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 (1) Thousands-Block and the pool is in need of replenishment, NAS 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 an SP that has just submitted forecast and utilization reports is different in NPA Jeopardy situations (see Section 14.1.10).

If an SP attempts to submit an application (Part 1) for more than one (1) Thousands-Block when requesting an Initial Pooled CO Code that is greater than what has been previously forecasted, NAS shall deny the application and the SP shall be required to update its Appendix 3 prior to proceeding with the application.

5.3.5

All applications for numbering resources shall not be made more than six (6) months prior to the requested Effective Date. Applications for Pooled CO Code assignments from NPAs not yet effective cannot be made more than 59 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 (6) months beyond the original application date.

5.3.6

The NANPA 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 six (6) month⁸⁹ Inventory at the Rate Center level. To replenish the Industry Inventory Pool, the NANPA shall complete the Appendix 2. The NANPA shall demonstrate that existing Thousands-Blocks for the Rate Center shall exhaust within six (6) months⁹⁰ and shall have documented and be prepared to supply supporting data in case of an audit.
- b) to request an entire CO Code (i.e., 10,000 numbers) to satisfy the numbering needs for an SP's single customer. A single customer is defined as one (1) customer requiring 10,000 consecutive TNs from one (1) CO Code for its own internal use, not for the purpose of providing telecommunications service⁹¹ to its end users or customers.⁹² SPs have the option whether or not to indicate such a CO Code as pooled or non-pooled. When an 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 NANPA (e.g., Attach Documents in NAS or email) this supporting documentation to the NANPA immediately after submitting the dedicated CO Code application. If the documents are not being attached in NAS, the NAS tracking number shall be provided in the email.
- c) to request a Pooled CO Code for LRN purposes when an SP is deploying a new Switching Entity/POI that requires the assignment of an LRN.

When an Applicant for a Pooled CO Code provides a Code Assignment Preference in Section 1.4 on the Part 1, the Applicant shall also indicate any undesirable CO Codes in Section 1.4 Codes that are Undesirable, if any. When the only desired CO Code is the one listed in Section 1.4 Code Assignment Preference, the Applicant shall enter "All other codes" in Section 1.4 Codes that are Undesirable, if any.

When NANPA is unable to assign the CO Code(s) provided in Section 1.4 Code Assignment Preference and the Applicant does not indicate "All other codes" in Section 1.4 Codes that are Undesirable, if any, NANPA shall

⁸⁹ 47 CFR § 52.20 (d) (2).

⁹⁰ FCC 00-104, ¶189

⁹¹ 47 CFR § 52.5 (j).

⁹² See also FCC 15-70 ¶32.

assign an Available CO Code. When NANPA is unable to assign the CO Code(s) provided in Section 1.4 Code Assignment Preference and the Applicant entered "All other codes" in Section 1.4 Codes that are Undesirable, if any, NANPA shall deny the request.

5.3.7

The NANPA receives the Pooled CO Code application (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 (7) calendar days of receipt of the Part 1.

5.3.8

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 days⁹³ allotted to CO Code application processing by the NANPA and Administrative Operating Company Number (AOCN) input to BIRRDs, and 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 calendar day activation interval prior to the Effective Date, the Effective Date shall be automatically changed in the appropriate Telecom Routing Administration (TRA) databases to ensure a minimum 45 calendar 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 an 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 an 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 an SP must reschedule the effective date of an existing CO Code such that the 45 calendar 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 calendar day Interval:

- 1) In addition to submitting the Part 1 application 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 seven (7) calendar days. The SP shall provide written confirmation to the NANPA of the reduction of the seven (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. Doing so will reduce the AOCN period down from seven (7) calendar days.
- 2) Then, the SP submits the Part 1 application through the NANPA with the attached confirmation from the AOCN if applicable. When the SP requests to receive the "52 calendar day Effective Date" on the Part 1, NANPA shall reduce the Effective Date to the earliest date without compromising the 45 calendar day CO Code activation interval from the date NANPA processes the application.

b) Activities for the expedited 45calendar day Interval:

- 1) The SP shall follow the Next Generation Interconnection and Interoperability Forum (NGIIF) procedures to expedite the 45 calendar day CO Code activation process.⁹⁴
- 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 operating company that the shorter interval can be met.

⁹³ The 14 calendar day interval is the combination of seven (7) calendar days for the North American Numbering Plan Administrator (NANPA), and seven (7) calendar days for the Administrative Operating Company Number (AOCN).

⁹⁴ 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."

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- 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.⁹⁵

The following table summarizes the intervals and scenarios above:

Activity	Standard interval	Earliest Effective Date without Expedite	Expedite of 45calendar day CO Code activation interval	Earliest Effective Date with expedite of 45 calendar day CO 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
CO 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	54-59 calendar days	38-43 calendar days	33-43 calendar days

5.3.9

State commissions have access⁹⁶ 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 (1) 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 Resources⁹⁷ when the state commission demonstrates (e.g., by email) to the NANPA that the SP failed to comply with the request.⁹⁸

5.3.10

When an SP's jurisdictional Certification, license, or authorization to operate has been revoked, the appropriate regulatory body 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.⁹⁹

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.

⁹⁵ This is required to ensure facilities are available at the homing tandem and that appropriate Service Provider (SP) notification exists; expedited activation intervals or the rescheduling of existing effective dates to less than 45 calendar days have the potential to cause increased blocking and trouble reports for all SPs.

⁹⁶ Go to www.nanpa.com to request access to the NANP Administration System (NAS).

⁹⁷ 47 CFR § 52.15 (g) (6).

⁹⁸ FCC 00-429, ¶122

⁹⁹ 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 decision to withhold Initial 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).¹⁰⁰ The state commission may affirm or overturn the NANPA'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.¹⁰¹

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 CO Code in a pooling Rate Center. Assignment of a 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 North American Numbering Plan Administrator (NANPA). 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 Thousands-Block (NPA-NXX-X) and Central Office Code (NPA-NXX) Application - Part 1 in the NANP Administration System (NAS), Application Programming Interface (API), or via an Secure File Transfer Protocol (SFTP). An Applicant's Electronic submission shall be accepted as "official signature."

5.4.2

The NAS shall verify the username and 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.

5.4.3

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

- a) provide Thousands-Block Forecast – Appendix 3 data semi-annually;
- b) provide Federal Communications Commission (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 Months to Exhaust Certification Worksheet - TN Level – Appendix 1. The Applicant shall include grandfathered CO Codes and/or Thousands-Blocks (NPA-NXX-X) that have not been donated/disconnected 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).¹⁰² An exception occurs in cases where a Rate Center is split among multiple NPAs due to a regulatory order by a state commission.¹⁰³ 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 report¹⁰⁴, NAS shall automatically populate on the Appendix 1 the list of all CO Codes NPA(s)-NXXs and Thousands-Blocks NPA(s)-NXX-X(s) Allocated to the Operating Company

¹⁰⁰ 47 CFR § 52.15 (g) (5).

¹⁰¹ 47 CFR § 52.15 (g) (4).

¹⁰² State commissions may have certain requirements as to the treatment of different types of grandfathered Central Office (CO) Codes (NPA-NXX).

¹⁰³ For example, certain Rate Centers in CA, MN, OH, NY and WA. More information can be found on the North American Numbering Plan Administrator's (NANPA) website at www.nanpa.com.

¹⁰⁴ A Thousands-Block Applicant may view the list and quantity of Total Numbering Resources Allocated to its Operating Company Number (OCN) in a particular Rate Center from the Total Numbering Resources report available in NANP Administration System (NAS); authorized state commission staff also may view the Total Numbering Resources report in NAS by OCN and Rate Center for a particular Service Provider (SP) within their state.

Number (OCN), as well as the quantity in item C. Total Numbering Resources.¹⁰⁵ When an exception exists, a Thousands-Block Applicant shall adjust the auto-populated list of all CO Codes NPA(s)-NXXs and Thousands-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 1 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 1, when a Thousands-Block or CO Code Donation/disconnect request is pending in the same Rate Center, SPs shall not remove the resources from the list of all CO Codes NPA(s)-NXXs and Thousands-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 NANPA shall deny an application when the quantity in item A. Available Numbers and the quantity in item C. Total Number Resources on the Appendix 1 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 to the NANPA certifying that a need exists for a CO Code assignment to a Switching Entity/Point of Interconnection (POI). Applicants for Pooled CO Codes, for Growth CO Code assignments shall submit their applications to NANPA using the Part 1. One (1) 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 to the best of his/her knowledge.

Where Thousands-Block Number Pooling has been implemented, the NANPA is authorized to process applications for Pooled CO Codes. The NANPA 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 and submit it to the NANPA. The OCN of the CO Code Holder shall be entered on the Part 1. 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.

- 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), (1) of the valid network entity types appropriate for CO Code assignment listed in Section 4.13, and built in Business Integrated Routing and Rating Database System (BIRRDs), otherwise NANPA shall deny the application.
- f) SPs shall provide the Appendix 1 when requesting Growth Pooled CO Codes. The Applicant shall include grandfathered CO Codes and/or Thousands-Blocks that have not been donated/ disconnected 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 the Numbering Plan Administrator (NPA).¹⁰⁶ An exception occurs in cases where a Rate Center is split among multiple NPAs due to a regulatory order by a state commission.¹⁰⁷ 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 report¹⁰⁸, NAS shall automatically populate on the Appendix 1 the list of all CO Codes NPA(s)-NXXs and Thousands-Blocks NPA(s)-NXX-X(s) allocated to the OCN, as well as the quantity in item C. Total Numbering Resources.¹⁰⁹ When an exception exists, a Thousands-Block Applicant shall adjust the auto-populated list of all CO Codes NPA(s)-NXXs and Thousands-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

¹⁰⁵ Grandfathered Central Office (CO) Codes (NPA-NXX) and/or Thousands-Blocks (NPA-NXX-X) that have not been donated/disconnected and are still in the Service Provider's (SPs) Inventory shall be automatically populated in the list and count of Total Numbering Resources.

¹⁰⁶ State commissions may have certain requirements as to the treatment of different types of grandfathered Central Office (CO) Codes (NPA-NXX).

¹⁰⁷ For example, certain Rate Centers in CA, MN, OH, NY and WA. More information can be found on the North American Numbering Plan Administrator's (NANPA) website at www.nanpa.com.

¹⁰⁸ A Thousands-Block Applicant may view the list and quantity of Total Numbering Resources Allocated to its Operating Company Number (OCN) in a particular Rate Center from the Total Numbering Resources report available in NANP Administration System (NAS); authorized state commission staff also may view the Total Numbering Resources report in NAS by OCN and Rate Center for a particular Service Provider (SP) within their state.

¹⁰⁹ Grandfathered Central Office (CO) Codes (NPA-NXX) and/or Thousands-Blocks (NPA-NXX-X) that have not been donated/ disconnected and are still in the Service Provider's (SP) Inventory shall be automatically populated in the list and count of Total Numbering Resources.

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 1, when a Thousands-Block or CO Code disconnect request is pending in the same Rate Center, SPs shall not remove the resources from the list of all CO Codes NPA(s)-NXXs and Thousands-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 NANPA shall deny an application when the quantity in item A. Available Numbers and the quantity in item C. Total Number Resources on the Appendix 1 does not include all Assigned, retained and pending resources, and the SP does not provide an explanation of the adjustment.

- g) An Interconnected Voice over Internet Protocol (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).¹¹⁰
- 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. When more than one (1) Thousands-Block is being requested from a Pooled CO Code, the Appendix 1 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 an SP's single switch. The SP may use Intra Service Provider (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 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. The SP shall investigate the feasibility of a voluntary transfer of CO Code Holder responsibilities of an existing Pooled CO Code or Non-Pooled in the Pooled Rate Center by reviewing its current Inventory, including other OCNs under its control. When such a transfer is not an option, the SP should proactively investigate the feasibility of a voluntary transfer for an existing Pooled CO Code or Non-Pooled CO Code in a Pooled Rate Center to avoid opening a new CO Code altogether. An SP is not obligated to perform this investigation if it meets the criteria for the allocation of a new Pooled CO Code but should do so to assist in prolonging the life of the NPA especially in cases when NPA relief has started. If a voluntary transfer appears feasible, the SP should contact the current CO Code Holder.¹¹¹ 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. Refer to Section 4.3.4.
- k) An Applicant may request a 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. An 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 an SP requests a Growth Pooled CO Code in a Rate Center, and the CO Code is needed for an LRN, the NANPA 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 bodies for exceptions to this rule. However, if an 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 NANPA may assign a CO Code to the SP, if the SP documents one (1) of the following situations in the "Comments" field on the Part 1:
 - 1) The SP shall indicate that there are multiple tandems owned by different SPs [e.g., Local Exchange Carriers (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.
 - 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 NANPA (e.g., Attach Documents in NAS or email) a copy of the

¹¹⁰ See 47 CFR § 52.15 (g) (3) and FCC 15-70 ¶14 and ¶34.

¹¹¹ See Section 9.2.6 for further details on the Pooled Central Office (CO) Code (NPA-NXX) Transfer Process.

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regulatory waiver. If the documents are not being attached in NAS, the NAS 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 investigate the feasibility of a voluntary transfer of CO Code Holder responsibilities of an existing Pooled CO Code or Non-Pooled in the Pooled Rate Center by reviewing its current Inventory, including other OCNs under its control. When such a transfer is not an option, the SP should proactively investigate the feasibility of a voluntary transfer for an existing Pooled CO Code or Non-Pooled CO Code in a Pooled Rate Center to avoid opening a new CO Code altogether. An SP is not obligated to perform this investigation if it meets the criteria for the allocation of a new Pooled CO Code but should do so to assist in prolonging the life of the NPA especially when NPA relief has started. If a voluntary transfer from an existing Pooled CO Code appears feasible, the SP should contact the current CO Code Holder.¹¹² 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. Refer to Section 4.3.4. If a voluntary transfer is not feasible, the SP shall follow the process for obtaining a waiver, as set forth in Section 19.2. Such regulatory body may be the state commission wherever the state commission has the appropriate jurisdiction.
- l) 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 NANPA. A single customer is one (1) customer requiring 10,000 consecutive TNs for its own internal use, not for the purpose of providing telecommunications service¹¹³ to its end users or customers.¹¹⁴ When an 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 an SP requests a dedicated CO Code for a single customer and MTE and utilization are not met, a safety valve waiver is required.¹¹⁵

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 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 NANPA prior to the original Administrator's Response/Confirmation - Part 3 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 donated/disconnected to the Industry Inventory Pool. A Confirmation of Thousands-Block (NPA-NXX-X) or Central Office (CO) Code (NPA-NXX) In Service - Part 4 shall be on file prior to an SP donating/disconnecting any Thousands-Block from a CO Code dedicated for a single customer's use. The SP also shall include in the "Comments" field of the Part 1 disconnect that the CO Code has been activated in the Public Switched Telephone Network (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 NANPA 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 records in BIRRDS for its Assigned Thousands-Blocks.

- m) CO Codes Assigned to SPs shall not be built in BIRRDS with an NXD COCTYPE of PLN, SIC, TST, AIN, BLG, BRD, CDA, CTV, ENP, FGB, HVL, N11, ONA, RTG, UFA, or 700 or an SSC of A.

¹¹² See Section 9.2.6 for further details on the Pooled Central Office (CO) Code (NPA-NXX) Transfer Process.

¹¹³ 47 CFR § 52.5 (j).

¹¹⁴ See also FCC 15-70 ¶32.

¹¹⁵ See Section 19.2 and www.nanpa.com for more information.

5.4.4

An SP that has not submitted an NRUF Form 502 Report and an Appendix 3 shall be denied Numbering Resources until the SP submits both reports. If Thousands-Blocks are available in the pool, the NANPA shall assign Thousands-Blocks to an 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 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 59 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 (1) Thousands-Block and the pool is in need of replenishment, NAS 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 an SP that has just submitted forecast and utilization reports is different in NPA Jeopardy situations (see Section 14.1.10).

5.4.5

If an SP submits a Part 1 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 3 prior to proceeding with the Part 1 application. When the SP is requesting more than one (1) Thousands-Block and the pool is in need of replenishment, NAS 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 NANPA shall not be able to meet the entire application.

5.4.6

All applications for Pooled CO Codes shall not be made more than six (6) months prior to the requested Effective Date. Applications for Pooled CO Code assignments from NPAs not yet effective cannot be made more than 59 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 (6) months beyond the original application date.

5.4.7

The NANPA shall process applications for Pooled CO Codes in the following instances:

- a) to add resources to the Industry Inventory Pool in order to establish and maintain a six (6) month¹¹⁶ Inventory at the Rate Center level. To replenish the Industry Inventory Pool, the NANPA shall complete the Thousands-Block Months to Exhaust Certification Worksheet – Thousands-Block Level1 – Appendix 2. The NANPA shall demonstrate that existing Thousands-Blocks for the Rate Center shall exhaust within six (6) months¹¹⁷ and shall have documented and be prepared to supply supporting data in the case of an audit.
- b) to request an entire CO Code (i.e., 10,000 numbers) to satisfy the numbering needs for an SP's single customer. A single customer is defined as one (1) customer requiring 10,000 consecutive TNs from one (1) CO Code for its own internal use, not for the purpose of providing telecommunications service¹¹⁸ to its end users or customers.¹¹⁹ SPs have the option whether or not to indicate such a CO Code as pooled or non-pooled. When an SP requests a dedicated CO Code for a single customer and MTE and utilization are not met, a safety valve waiver is required.¹²⁰

¹¹⁶ 47 CFR § 52.20 (d) (2).

¹¹⁷ FCC 00-104, ¶189

¹¹⁸ 47 CFR § 52.5 (j).

¹¹⁹ See also FCC 15-70 ¶32.

¹²⁰ See Section 19.2 and www.nanpa.com for more information.

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

When an Applicant for a Pooled CO Code provides a CO Code Assignment Preference in Section 1.4 on the Part 1, the Applicant shall also indicate any undesirable CO Codes in Section 1.4 the CO Codes that are Undesirable, if any. When the only desired CO Code is the one listed in Section 1.4 CO Code Assignment Preference, the Applicant shall enter "All other codes" in Section 1.4 Codes that are Undesirable, if any.

When NANPA is unable to assign the CO Code(s) provided in Section 1.4 CO Code Assignment Preference and the Applicant does not indicate "All other codes" in Section 1.4 CO Codes that are Undesirable, if any, NANPA shall assign an Available CO Code. When NANPA is unable to assign the CO Code(s) provided in Section 1.4 CO Code Assignment Preference and the Applicant entered "All other codes" in Section 1.4 CO Codes that are Undesirable, if any, NANPA shall deny the request.

5.4.8

The NANPA when processing an application to the NANPA for a CO Code to a) satisfy the needs of an SP's single customer requiring 10,000 consecutive TNs, or b) be Assigned for LRN purposes, shall certify the need by reviewing the Appendix 1 that is supplied 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 six (6) months (does not include ported TNs);
- c) Projected incremental demand for TNs in the next 12 months;¹²¹ and
- d) Utilization Threshold level for the Rate Center in which Growth Numbering Resources are being requested

5.4.9

The NANPA receives the Pooled CO Code application (Part 1) 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 (7) calendar days of receipt of the application.

5.4.10

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 days¹²² allotted to CO Code application processing by the NANPA and Administrative Operating Company Number (AOCN) input to BIRRDs, and 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 Telecom Routing Administration (TRA) databases to ensure a minimum 45 calendar day activation interval.

5.4.11

Applications to open a 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 an 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 an 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 an SP must reschedule the effective date of an existing CO Code such that the 45 calendar 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.

¹²¹ 47 CFR § 52.15 (g) (4) (A)

¹²² The 14 calendar day interval is the combination of seven (7) calendar days for the North American Numbering Plan Administrator (NANPA), and seven (7) calendar days for the Administrative Operating Company Number (AOCN).

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- a) Activities for the expedited 14 calendar 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 seven (7) calendar days. The SP shall provide written confirmation to the NANPA of the reduction of the seven (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 seven (7) calendar days.
 - 2) Then, the SP submits the Part 1 application through the NANPA with the attached confirmation from the AOCN if applicable. When the SP requests to receive the “52 calendar day Effective Date” on the Part 1, NANPA shall reduce the Effective Date to the earliest date without compromising the 45 calendar day CO Code activation interval from the date NANPA processes the request.
- b) Activities for the expedited 45 calendar day Interval:
 - 1) The SP shall follow the Next Generation Interconnection and Interoperability Forum (NGIIF) procedures to expedite the 45 calendar day CO Code activation process.¹²³
 - 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. This same requirement applies when an SP reschedules the effective date of an existing CO Code such that the 45 calendar 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.¹²⁴

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 calendar day CO Code activation interval	Earliest Effective Date with expedite of 45 calendar day CO 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
CO 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	54-59 calendar days	38-43calendar days	33-43 calendar days

5.4.12

State commissions have access¹²⁵ 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 (1) 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

¹²³ 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.”

¹²⁴ This is required to ensure that appropriate Service Provider (SP) notification exists; expedited activation intervals or the rescheduling of existing effective dates to less than 45 calendar days have the potential to cause increased blocking and trouble reports for all SPs.

¹²⁵ Go to www.nanpa.com to request access to the North American Numbering Plan (NANP) Administrative System (NAS).

Numbering Resources¹²⁶ when the state commission demonstrates (e.g., by email) to the NANPA that the SP failed to comply with the request.¹²⁷

5.4.13

When an SP's jurisdictional Certification, license, or authorization to operate has been revoked, the appropriate regulatory body 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.¹²⁸

5.4.14

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.

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 decision to withhold a Growth 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).¹²⁹ The state commission may affirm or overturn the NANPA's decision to withhold Pooled CO Codes from the SP based on its determination of compliance with the reporting and Numbering Resource application requirements.¹³⁰

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 Thousands-Block (NPA-NXX-X) and Central Office Code (NPA-NXX) Application - Part 1 in the NANP Administration System (NAS), Application Programming Interface (API), or via Secure File Transfer Protocol (SFTP). A CO Code Applicant's Electronic submission shall be accepted as "official signature."

5.5.2

The NAS system shall verify the username and 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 Federal Communications Commission (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 CO Code 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 (1) 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

¹²⁶ 47 CFR § 52.15 (g) (6).

¹²⁷ FCC 00-429, ¶122

¹²⁸ See FCC 00-429 ¶122 and FCC 15-70 ¶53.

¹²⁹ 47 CFR § 52.15 (g) (5).

¹³⁰ 47 CFR § 52.15 (g) (4).

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(1) of the valid network entity types appropriate for CO Code assignment listed in Section 4.13, and built in Business Integrated Routing and Rating Database System (BIRADS), 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 60 days of the numbering resources activation date requested (see Section 4.13.2, Facilities Readiness).¹³¹
- 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 Center¹³² 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.¹³³
- g) If NANPA determines 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 as Pooled CO Code applications.
- 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. An SP needing to establish an LRN shall investigate the feasibility of a voluntary transfer of CO Code Holder responsibilities of an existing Non-Pooled CO Code by reviewing its current Inventory, including other Operating Company Numbers (OCNs) under its control. When such a transfer is not an option, the SP should proactively investigate the feasibility of a voluntary transfer for an existing Non-Pooled CO Code to avoid opening a new CO Code altogether. An SP is not obligated to perform this investigation if it meets the criteria for the Allocation of a new Non-Pooled CO Code but should do so to assist in prolonging the life of the Numbering Plan Administrator (NPA) especially when NPA relief has started. If a voluntary transfer appears feasible, the SP should contact the current CO Code Holder.¹³⁴ 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. Refer to Section 4.2.3. An 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

An 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 an SP that has not submitted forecast and utilization reports is different in NPA Jeopardy situations (see Section 15).

¹³¹ 47 CFR § 52.15 (g) (2) and 47 CFR § 52.15 (g) (3).

¹³² 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).

¹³³ 47 CFR § 52.15 (g) (2) and 47 CFR § 52.15 (g) (3).

¹³⁴ See Section 9.2.6 for further details on the Pooled CO Code Transfer Process.

5.5.5

All applications for Numbering Resources shall not be made more than six (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 59 calendar 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 (6) 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 (7) calendar days of receipt of the Non-pooled CO Code application.

When an Applicant for a Non-Pooled CO Code provides a CO Code Assignment Preference in Section 1.4 on the Part 1, the Applicant shall also indicate any undesirable CO Codes in Section 1.4 CO Codes that are Undesirable, if any. When the only desired CO Code is the one listed in Section 1.4 CO Code Assignment Preference, the Applicant shall enter "All other codes" in Section 1.4 CO Codes that are Undesirable, if any.

When NANPA is unable to assign the CO Code(s) provided in Section 1.4 CO Code Assignment Preference and the Applicant does not indicate "All other codes" in Section 1.4 CO Codes that are Undesirable, if any, NANPA shall assign an Available CO Code. When NANPA is unable to assign the CO Code(s) provided in Section 1.4 CO Code Assignment Preference and the Applicant does indicate "All other codes" in Section 1.4 CO Codes that are Undesirable, if any, NANPA shall deny the request.

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 days¹³⁵ allotted to CO Code application processing by the NANPA and Administrative Operating Company Number (AOCN) input to BIRRDs, and 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 calendar day activation interval prior to the Effective Date, the Effective Date shall be automatically changed in the appropriate Telecom Routing Administration (TRA) databases to ensure a minimum 45calendar 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 an 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 an 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 an SP must reschedule the effective date of an existing CO Code such that the 45 calendar 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 calendar 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 seven (7) calendar days. The SP shall provide written confirmation to the NANPA of the reduction of the seven (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 seven (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 "52 calendar day Effective Date" on the Part 1, NANPA shall reduce the Effective Date to the earliest date without compromising the 45 calendar day CO Code activation interval from the date NANPA processes the application.

b) Activities for the expedited 45 calendar day Interval:

¹³⁵ The 14-day interval is the combination of seven (7) calendar days for the North American Numbering Plan Administrator (NANPA) and seven (7) calendar days for the Administrative Operating Company Number (AOCN).

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- 1) The SP shall follow the Next Generation Interconnection and Interoperability Forum (NGIIF) procedures to expedite the 45 calendar day CO Code activation process.¹³⁶
- 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 an SP reschedules the effective date of an existing CO Code such that the 45 calendar 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.¹³⁷

The following table summarizes the intervals and scenarios above:

Activity	Standard interval	Earliest Effective Date without Expedite	Expedite of 45 calendar day CO Code activation interval	Earliest Effective Date with expedite of 45 calendar day CO 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
CO 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	54-59 calendar days	38-43 calendar days	33-43 calendar days

5.5.8

State commissions have access¹³⁸ 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 (1) 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 Resources¹³⁹ when the state commission demonstrates (e.g., by email) to the NANPA that the SP failed to comply with the request.¹⁴⁰

5.5.9

When an SP's jurisdictional Certification, license, or authorization to operate has been revoked, the appropriate regulatory body 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.¹⁴¹

¹³⁶ 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."

¹³⁷ This is required to ensure facilities are available at the homing tandem and that appropriate Service Provider (SP) notification exists; expedited activation intervals or the rescheduling of existing effective dates to less than 45 calendar days have the potential to cause increased blocking and trouble reports for all SPs.

¹³⁸ Go to www.nanpa.com to request access to the NANP System (NAS).

¹³⁹ 47 CFR § 52.15 (g) (6).

¹⁴⁰ FCC 00-429, ¶122

¹⁴¹ See FCC 00-429 ¶122 and FCC 15-70 ¶53.

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).¹⁴² 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.¹⁴³

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 CO Code 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 North American Numbering Plan Administrator (NANPA) using the electronic Thousands-Block (NPA-NXX-X) and Central Office Code (NPA-NXX) Application - Part 1 in the NANP Administration System (NAS), Application Programming Interface (API), or via Secure File Transfer Protocol (SFTP). A CO Code Applicant's Electronic submission shall be accepted as "official signature."

5.6.2

The NAS system shall verify the username and 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 Federal Communications Commission (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 six (6) months and provide (1) a Months to Exhaust Certification Worksheet – TN Level - Appendix 1 that provides utilization by Rate Center for the preceding six (6) 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 (1) 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),

¹⁴² 47 CFR § 52.15 (g) (5).

¹⁴³ 47 CFR § 52.15 (g) (4).

- e) one (1) of the valid network entity types appropriate for CO Code assignment listed in Section 4.13, and built in Business Integrated Routing and Rating Database System (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 six (6) months and provide (1) an Appendix 1 that provides utilization by Rate Center for the preceding six (6) months and projected monthly utilization for the next 12 months; and (2) the Applicant's current numbering Utilization Level for the Rate Center in which it is seeking Growth Numbering Resources.¹⁴⁴ In the Months to Exhaust (MTE) calculation, SPs shall include every CO Code in the Rate Center, regardless of Numbering Plan Area (NPA).¹⁴⁵ An exception occurs in cases where a Rate Center is split among multiple NPAs due to a regulatory order by a state commission.¹⁴⁶ 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 donated/ disconnected and are still in its Service Provider Inventory in the total numbering resources calculation.
- g) An Interconnected Voice over Internet Protocol (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).¹⁴⁷
- 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 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)¹⁴⁸ the Applicant shall provide the Appendix 1 by Rate Center.¹⁴⁹
- 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.¹⁵⁰
- k) When a Growth CO Code is needed to establish an Location Routing Number (LRN), the SP shall investigate the feasibility of a voluntary transfer of CO Code Holder responsibilities of an existing Non-Pooled CO Code by reviewing its current Inventory, including other Operating Company Numbers (OCNs) under its control. When such a transfer is not an option, the SP should proactively investigate the feasibility of a voluntary transfer for an existing Non-Pooled CO Code to avoid opening a new CO Code altogether. An SP is not obligated to perform this investigation if it meets the criteria for the Allocation of a new Non-Pooled CO Code but should do so to assist in prolonging the life of the NPA especially when NPA relief has started. If a voluntary transfer appears feasible, the SP should contact the current CO Code Holder.¹⁵¹ 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. Refer to Section 4.2.3.
- l) Only one (1) 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.
- m) If NANPA determines 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 as a Pooled CO Code application.

5.6.4

An 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 an SP that has not submitted forecast and utilization reports is different in NPA Jeopardy situations (see Section 15).

¹⁴⁴ 47 CFR § 52.15 (g) (4) (i)

¹⁴⁵ State commissions may have certain requirements as to the treatment of different types of grandfathered Central Office (CO) Codes (NPA-NXX).

¹⁴⁶ For example, certain Rate Centers in CA, MN, OH, NY and WA. More information can be found on the North American Numbering Plan Administrator's (NANPA) website at www.nanpa.com.

¹⁴⁷ See 47 CFR § 52.15 (g) (3) and FCC 15-70 ¶¶14 and ¶34.

¹⁴⁸ Any additional information that can be provided by the CO Code Applicant may facilitate the processing of that application.

¹⁴⁹ 47 CFR § 52.15 (g) (4) (A)

¹⁵⁰ 47 CFR § 52.15 (g) (4) (A)

¹⁵¹ See Section 9.2.6 for further details on the Pooled CO Code Transfer Process.

5.6.5

All applications for Numbering Resources shall not be made more than six (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 59 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 (6) 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 (7) calendar days of receipt of the Non-pooled CO Code application.

When an Applicant for a Non-Pooled CO Code provides a CO Code Assignment Preference in Section 1.4 c) on the Part 1, the Applicant shall also indicate any undesirable CO Codes in Section 1.4 CO Codes that are Undesirable, if any. When the only desired CO Code is the one listed in Section 1.4 CO Code Assignment Preference, the Applicant shall enter "All other codes" in Section 1.4 CO Codes that are Undesirable, if any. When NANPA is unable to assign the CO Code(s) provided in Section 1.4 CO Code Assignment Preference and the Applicant does not indicate "All other codes" in Section 1.4 CO Codes that are Undesirable, if any, NANPA shall assign an Available CO Code. When NANPA is unable to assign the CO Code(s) provided in Section 1.4 CO Code Assignment Preference and the Applicant does indicate "All other codes" in Section 1.4 CO Codes that are Undesirable, if any, NANPA shall deny the request.

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 days¹⁵² allotted to CO Code application processing by the NANPA and Administrative Operating Company Number (AOCN) input to BIRRRDS, and 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 BIRRRDS. If the AOCN does not enter the information in sufficient time to allow a 45 calendar day activation interval prior to the Effective Date, the Effective Date shall be automatically changed in the appropriate Telecom Routing Administration (TRA) databases to ensure a minimum 45 calendar 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 an 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 an 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 an SP must reschedule the effective date of an existing CO Code such that the 45 calendar 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 calendar 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 seven (7) calendar days. The SP shall provide written confirmation to the NANPA of the reduction of the seven (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 seven (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 "52 calendar day 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 calendar day Interval:

¹⁵² The 14-day interval is the combination of seven (7) calendar days for the North American Numbering Plan Administrator (NANPA) and seven (7) calendar days for the Administrative Operating Company Number (AOCN).

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- 1) The SP shall follow the Next Generation Interconnection and Interoperability Forum (NGIIF) procedures to expedite the 45 calendar day CO Code activation process.¹⁵³
- 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 an SP reschedules the effective date of an existing CO Code such that the 45 calendar 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.¹⁵⁴

The following table summarizes the intervals and scenarios above:

Activity	Standard interval	Earliest Effective Date without Expedite	Expedite of 45 calendar day CO Code activation interval	Earliest Effective Date with expedite of 45 calendar day CO 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
CO 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	54-59 calendar days	38-43 calendar days	33-43 calendar days

5.6.8

State commissions have access¹⁵⁵ 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 (1) 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 Resources¹⁵⁶ when the state commission demonstrates (e.g., by email) to the NANPA that the SP failed to comply with the request.¹⁵⁷

5.6.9

When an SP’s jurisdictional Certification, license, or authorization to operate has been revoked, the appropriate regulatory body 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.¹⁵⁸

¹⁵³ 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.”

¹⁵⁴ This is required to ensure facilities are available at the homing tandem and that appropriate Service Provider (SP) notification exists; expedited activation intervals or the rescheduling of existing effective dates to less than 45 calendar days have the potential to cause increased blocking and trouble reports for all SPs.

¹⁵⁵ Go to www.nanpa.com to request access to the NANP Administration System (NAS).

¹⁵⁶ 47 CFR § 52.15 (g) (6).

¹⁵⁷ FCC 00-429, ¶122

¹⁵⁸ See FCC 00-429 ¶122 and FCC 15-70 ¶53.

5.6.10

Applicants for Non-Pooled CO Codes shall comply with all applicable local governmental, state, federal and the North American Numbering Plan Administrator (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).¹⁵⁹ 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.¹⁶⁰

6 Reserving Numbering Resources

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 body. 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 NANP Administration System (NAS) for the waiver request (if available) to the North American Numbering Plan Administrator (NANPA) via the "Comments" field on the Thousands-Block (NPA-NXX-X) and Central Office Code (NPA-NXX) Application - Part 1. Thousands-Blocks shall remain in a reserved status for three (3) months from the date the Administrator's Response/Confirmation- Part 3 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. An SP may request one (1) three (3) month reservation extension if the appropriate regulatory body has not acted upon the SP's waiver request by the original Thousands-Block reservation expiration date. An 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 body 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 NANPA in reviewing a Thousands-Block reservation application from an SP that has submitted a safety valve waiver to the appropriate regulatory body:

- 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 NAS (if available) to the NANPA via the "Comments" field on the Part 1.
- b) The NANPA shall process applications for Thousands-Block reservations within seven (7) calendar days of receiving the application.
- c) Thousands-Blocks shall remain in a reserved status for three (3) months from the date the Part 3 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 NANPA 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.

¹⁵⁹ 47 CFR § 52.15 (g) (5).

¹⁶⁰ 47 CFR § 52.15 (g) (4).

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

6.2.1

A Service Provider (SP) may request to reserve a Pooled or Non-Pooled CO Code when a safety valve waiver request¹⁶¹ has been submitted to the appropriate regulatory body. A CO Code reservation may be input directly into the NANP Administration System (NAS). The SP shall provide a statement of certification, including the date the safety valve waiver was submitted and the denial tracking number from the NAS for the waiver request (if available), via the "Comments" field on the Thousands-Block (NPA-NXX-X) and Central Office Code (NPA-NXX) Application - Part 1. A Reserved Pooled or Non-Pooled CO Code shall remain in a reserved status for three (3) months from the date the Administrator's Response/Confirmation - Part 3 for the Pooled or Non-Pooled CO Code reservation request is approved, unless the Pooled or Non-Pooled CO Code is Assigned to the SP that made the reservation request, or the reservation is canceled or extended prior to the Pooled or Non-Pooled 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 Pooled or Non-Pooled CO Code is not Assigned by the CO Code reservation expiration date indicated on the Part 3, the Pooled or Non-Pooled CO Code shall be released from reservation unless a reservation extension request is submitted to the North American Numbering Plan Administrator (NANPA). One (1) reservation extension of three (3) months shall be granted if the appropriate regulatory body has not acted upon the SP's waiver request by the original Pooled or Non-Pooled CO Code reservation expiration date. If the SP determines that it no longer needs the Pooled or Non-Pooled CO Code, or the appropriate regulatory body denies the SP's waiver request, the SP shall cancel its Pooled or Non-Pooled CO Code reservation in NAS immediately.

6.2.3

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

6.2.4

NANPA shall use the following criteria in reviewing a Pooled or Non-Pooled CO Code reservation application from an SP that has submitted a safety valve waiver to the appropriate regulatory body:

- a) The CO Code Applicant shall provide a statement of certification including the date the waiver was submitted to the appropriate regulatory body and the denial tracking number from the NAS for the waiver request (if available) via the "Comments" field on the Part 1.
- b) NANPA shall process applications for Pooled or Non-Pooled CO Code reservations within seven (7) calendar days of receiving the application.
- c) Pooled or Non-Pooled 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 Pooled or Non-Pooled 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 (7) calendar days prior to the CO Code reservation expiration date, advising the SP that the Reserved Pooled or Non-Pooled CO Code shall be released from reservation one (1) calendar day after the CO Code reservation expiration date if the Reserved Pooled or Non-Pooled CO Code has not been Assigned to the SP or the reservation has not been canceled or extended.

¹⁶¹ See Section 6.2.

7 Allocation of Numbering Resources

7.1 Thousands-Blocks (NPA-NXX-X)

7.1.1

Where Thousands-Block Number Pooling has been implemented, the North American Numbering Plan Administrator (NANPA) 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 (1) Telephone Number (TN) within a Thousands-Block of TNs is not Available for assignment to end users or customers. For purposes of this provision, a TN is “not Available for assignment,” if it is classified as:¹⁶²

- 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 NANPA. Switching Entity/Point of Interconnection (POI) information 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 body 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®.

7.1.5

The NANPA 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 NANPA in reviewing an Initial Thousands-Block application from an SP:

- a) Applications for Thousands-Block assignments shall not be made more than six (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 (6) months beyond the original application date;

¹⁶² 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;¹⁶³
- 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.¹⁶⁴
- d) The Applicant shall demonstrate a need for a Thousands-Block(s);¹⁶⁵
- e) Multiple Thousands-Blocks may be requested on one (1) Thousands-Block (NPA-NXX-X) and Central Office Code (NPA-NXX) Application - Part. The Part 1 is structured per switch, per Rate Center;
- f) A separate NPAC Thousands-Block Data - Part 1B shall be submitted for each Thousands-Block requested, except when the Thousands-Block is associated with a Pooled CO Code 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 Federal Communications Commission (FCC) Form 502, North American Numbering Plan Numbering Resource Utilization/Forecast (NRUF) Report and the Thousands-Block Forecast Report Appendix 3 to the NANPA in order to be Assigned a Thousands-Block (see Section 5.1);¹⁶⁶

7.1.7

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

- a) The Applicants shall demonstrate that existing Numbering Resources for the Rate Center shall exhaust within six (6) months. In the Months to Exhaust (MTE) calculation on the Months to Exhaust Certification Worksheet - TN Level - Appendix 1, SPs shall include every Numbering Resource Assigned to or Retained by them in the Rate Center, regardless of Numbering Plan Area (NPA).¹⁶⁷ An exception occurs in cases where a Rate Center is split among multiple NPAs due to a regulatory order by a state commission.¹⁶⁸ 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.¹⁶⁹ Using the data from the Total Numbering Resources report¹⁷⁰, NAS shall automatically populate on the Appendix 1 the list of all CO Codes NPA(s)-NXXs and Thousands-Blocks NPA(s)-NXX-X(s) Allocated to the Operating Company Number (OCN), as well as the quantity in item C. Total Numbering Resources.¹⁷¹ When an exception exists, a block Applicant shall adjust the auto-populated list of all CO Codes NPA(s)-NXXs and Thousands-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 1 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 1, when a block disconnect request is pending in the same Rate Center, SPs shall not remove the resources from the list of all CO Codes NPA(s)-NXXs and

¹⁶³ 47 CFR § 52.15 (g) (2) and 47 CFR § 52.15 (g) (3).

¹⁶⁴ 47 CFR § 52.15 (g) (2) and 47 CFR § 52.15 (g) (3).

¹⁶⁵ 47 CFR § 52.15 (g) (4).

¹⁶⁶ 47 CFR § 52.15 (f) (6) (i).

¹⁶⁷ This includes grandfathered Central Office (CO) Codes and/or Thousands-Blocks (NPA-NXX-X) that have not been donated/disconnected and are still in the Service Provider's (SP) inventory, as well as pending applications in the same Rate Center.

¹⁶⁸ For example, certain Rate Centers in, CA, MN, OH, NY and WA. More information can be found on the North American Numbering Plan Administrator's (NANPA) website at www.nanpa.com.

¹⁶⁹ 47 CFR § 52.15 (g) (4).

¹⁷⁰ A Thousands-Block Applicant may view the list and quantity of Total Numbering Resources Allocated to its Operating Company Number (OCN) in a particular Rate Center from the Total Numbering Resources report available in NAS; authorized state commission staff also may view the Total Numbering Resources report in NAS by OCN and Rate Center for a particular SP within their state.

¹⁷¹ Grandfathered Central Office (CO) Codes (NPA-NXX) and/or Thousands-Blocks (NPA-NXX-X) that have not been donated/disconnected and are still in the Service Provider's (SP) inventory shall be automatically populated in the list and count of Total Numbering Resources.

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Thousands-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 NANPA shall deny an application when the quantity in item A. Available Numbers and the quantity in item C. Total Number Resources on the Appendix 1 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.¹⁷²
- c) Unless the Applicant requests a specific Thousands-Block, the NANPA should select the Thousands-Block for assignment based upon the following order:
 - 1) SP's own donated/disconnected contaminated Thousands-Blocks;
 - 2) SP's own donated/disconnected, uncontaminated Thousands-Blocks (first attempting to use the 0, 1, 8, and 9 Thousands-Blocks);
 - 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 NANPA should assign the Thousands-Block if Available in the Industry Inventory Pool. If not, the NANPA 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 1. 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 NANPA including:

- 1) TNs Available for Assignment,
 - 2) Incremental growth history of new TNs for the past six (6) months,
 - 3) Projected incremental demand for new TNs in the next 12 months; and
 - 4) Utilization Threshold
- e) An Interconnected Voice over Internet Protocol (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 3 to the NANPA in order to be Assigned a Thousands-Block (see Section 5.2);¹⁷³

7.1.8

Before allocating Thousands-Blocks from a new CO Code that was Assigned for use in an Industry Inventory Pool, the NANPA shall verify with the CO Code Holder that the CO Code has been activated in the Public Switched Telephone 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 NANPA may assign a Thousands-Block(s) from the CO Code with a Thousands-Block Effective Date one (1) business day after the Effective Date of the CO Code, if an Applicant selects the checkbox on the Part 1 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 NANPA in reviewing a Thousands-Block reservation request from an SP that has submitted a safety valve waiver to the appropriate regulatory body:

¹⁷² 47 CFR § 52.15 (h).

¹⁷³ 47 CFR § 52.15 (f) (6) (i).

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- 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 NANP Administration System (NAS) (if available) to the NANPA via the "Comments" field on the Part 1.
- b) The NANPA shall process applications for Thousands-Block reservations within seven (7) calendar days of receiving the application.
- c) Thousands-Blocks shall remain in a reserved status for three (3) months from the date the Administrator's Response/Confirmation - Part 3 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 NANPA shall send an e-mail reminder to the SP seven (7) 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 NANPA when reviewing a Thousands-Block application from an 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 until the delinquency has been resolved.¹⁷⁴ If the Applicant's FCC Registration Number (FRN), associated with its OCN, is appearing in the FCC's Red Light Display System (<http://www.fcc.gov/redlight>) at the time the NANPA 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.¹⁷⁵
- 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 another SP. In addition, the Applicant's Parent Company OCN shall be provided and shall be of a type permitted Numbering Resource assignments.¹⁷⁶ The Applicant can get OCN information by calling National Exchange Carrier Association (NECA) (see the Part 1, Section 1.2). The information provided on the Part 1 shall be the official information. Any changes to this information shall be submitted to the NANPA as described in Sections 9.1 or 10.1.
- e) All applications for Numbering Resources shall be made six (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 (6) 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 59 calendar days. The NANPA:

- a) shall continue to assign Thousands-Blocks on a first come, first served basis;
- b) should request that SPs voluntarily donate/disconnect 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.

¹⁷⁴ See FCC Order 04-72 released April 13, 2004 and FCC Public Notice DA 12-1192 released July 25, 2012.

¹⁷⁵ 47 CFR § 52.15 (g) (1).

¹⁷⁶ 47 CFR § 52.15 (g) (1)

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,¹⁷⁷ the NANPA shall participate in the NPA Jeopardy activities. The Industry Inventory Pool participants are encouraged to also participate.

The NANPA and SPs shall follow the Jeopardy procedures outlined in the Section 15. It is understood that the NANPA 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 NANPA 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 NANPA 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 NANPA 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/disconnected. The CO Code Holder of the Pooled CO Code shall resolve the issue and provide notification back to the NANPA within seven (7) calendar days of being contacted by the NANPA.

7.1.15

In instances where a pooled Unavailable TN is Assigned to more than one (1) 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/disconnect, 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 (1) 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/disconnect, 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/disconnected shall assign its customer a new TN.

7.1.16

In instances where a pooled Unavailable TN is Assigned to more than one (1) 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/disconnected and the CO Code Holder made an error in the population of Unavailable TNs in the LNP database (NPAC) at the time of Donation/disconnect, 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/disconnect 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/disconnected, 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.

¹⁷⁷ 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.

7.1.17

The NANPA is responsible for creating the BCR record in BIRRDS with the required Thousands-Block assignment information. The BCR record is created by the NANPA upon issuance of a Part 3 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 NANPA. 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 3.

7.1.18

The NANPA issues the Part 3 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 Thousands-Block Holder Information Table within seven (7) calendar days of notification, provided that the CO Code is loaded in the NPAC. If the CO Code is not loaded in the NPAC, then NPAC shall create the Thousands-Block Holder Information Table within two (2) business days of the CO Code Holder loading the CO Code in the NPAC.

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

If an SP marks the “NPAC Activate Thousands-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 receive the Part 1B or create the Thousands-Block in the NPAC under one (1) or both of these circumstances:

- c) If an SP checks the “For Information Only” field in any combination with the “NPAC Activate Thousands-Block Range” field on the Part 1B form;
- d) 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 NANPA 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 (1) 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 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 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 body 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®.

7.2.3

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

7.2.4 Criteria for Pooled CO Code Allocation

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

- a) Applications for Pooled CO Codes shall not be made more than six (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 (6) 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;¹⁷⁸
- 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.¹⁷⁹
- d) The Applicant shall demonstrate a need to open a new Pooled CO Code;¹⁸⁰
- e) Multiple Thousands-Blocks may be requested on one (1) Thousands-Block (NPA-NXX-X) and Central Office Code (NPA-NXX) Application - Part 1 to open a Pooled CO Code. The Part 1 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 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 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 and the Thousands-Block Forecast Report - Appendix 3 to the NANPA in order to be Assigned a Pooled CO Code (see Section 5.3).¹⁸¹

7.2.5

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

- a) The Applicants shall demonstrate that existing Numbering Resources for the Rate Center shall exhaust within six (6) months. In the Months to Exhaust (MTE) calculation on the Months to Exhaust Certification Worksheet - TN Level - Appendix , SPs shall include every Numbering Resource Assigned to or Retained by them in the Rate Center, regardless of Numbering Plan Area (NPA).¹⁸² An exception occurs in cases where a Rate Center is split among multiple NPAs due to a regulatory order by a state commission.¹⁸³ 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.¹⁸⁴ Using the data from the Total Numbering Resources report¹⁸⁵, NAS shall automatically populate on the Appendix 1 the list of all CO Codes NPA(s)-NXXs and Thousands-Blocks NPA(s)-NXX-X(s) Allocated to the OCN, as well as the

¹⁷⁸ 47 CFR § 52.15 (g) (2) and 47 CFR § 52.15 (g) (3).

¹⁷⁹ 47 CFR § 52.15 (g) (2) and 47 CFR § 52.15 (g) (3).

¹⁸⁰ 47 CFR § 52.15 (g) (4).

¹⁸¹ 47 CFR § 52.15 (f) (6) (i).

¹⁸² This includes grandfathered Central Office (CO) Codes (NPA-XX) and/or Thousands-Blocks (NPA-NXX-X) that have not been donated/disconnected and are still in the Service Provider's (SP) inventory, as well as pending applications in the same Rate Center.

¹⁸³ For example, certain Rate Centers in CA, MN, OH, NY and WA. More information can be found on the North American Numbering Plan Administrator's (NANPA) website at www.nanpa.com.

¹⁸⁴ 47 CFR § 52.15 (g) (4).

¹⁸⁵ A Thousands-Block Applicant may view the list and quantity of Total Numbering Resources Allocated to its Operating Company Number (OCN) in a particular Rate Center from the Total Numbering Resources report available in the NANP Administration System (NAS); authorized state commission staff also may view the Total Numbering Resources report in NAS by OCN and Rate Center for a particular Service Provider (SP) within their state.

quantity in item C. Total Numbering Resources.¹⁸⁶ When an exception exists, a block Applicant shall adjust the auto-populated list of all CO Codes NPA(s)-NXXs and Thousands-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 1 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 1, when a Thousands-Block or CO Code disconnect request is pending in the same Rate Center, SPs shall not remove the resources from the list of all CO Codes NPA(s)-NXXs and Thousands-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 NANPA shall deny an application when the quantity in item A. Available Numbers and the quantity in item C. Total Number Resources on the Appendix 1 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.¹⁸⁷
- c) When the Applicant requests a specific Pooled CO Code and/or Thousands-Block within the Pooled CO Code, the NANPA 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 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 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 Voice over Internet Protocol (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).¹⁸⁸

7.2.6

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

- a) Among the Federal Communications Commission's (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 until the delinquency has been resolved.¹⁸⁹ 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 NANPA 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.¹⁹⁰
- 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.¹⁹¹ The Applicant can get OCN information by calling National Exchange Carrier Association (NECA) (see the Part 1, Section 1.2). The information provided on

¹⁸⁶ Grandfathered Central Office (CO) Codes (NPA-NXX) and/or Thousands-Blocks (NPA-NXX-X) that have not been donated/disconnected and are still in the Service Provider's (SP) inventory shall be automatically populated in the list and count of Total Numbering Resources.

¹⁸⁷ 47 CFR § 52.15 (h).

¹⁸⁸ See 47 CFR § 52.15 (g) (3) and FCC 15-70 ¶14 and ¶34.

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

¹⁹⁰ 47 CFR § 52.15 (g) (1).

¹⁹¹ 47 CFR § 52.15 (g) (1).

Part 1 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 (6) months beyond the original application date.

7.2.7

The NANPA is responsible for creating the BCR record in BIRRDS with the required Thousands-Block assignment information. The BCR record is created by the NANPA upon issuance of an Administrator's Response/Confirmation - Part 3 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 NANPA. 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 3.

7.2.8

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

7.2.9

Any SP that is denied the assignment of one (1) 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.

- a) If the NXD record in BIRRDS has already been built, the Assignee shall have the NXD record zapped by Telecom Routing Administration (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 record(s) be zapped by TRA before the NANPA can zap the BCR.

Once the above steps are completed, NANPA shall assign a new CO Code and shall issue a corrected Part 3. 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/Point of Interconnection (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 body 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 an SP:

- a) Applications for Non-pooled CO Codes shall not be made more than six (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 (6) 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;¹⁹²
- 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 CO Codes. Self-certification shall not be acceptable.¹⁹³
- d) The Applicant shall demonstrate a need to open a new Non-pooled CO Code(s);¹⁹⁴
- e) One (1) Non-pooled CO Code may be requested on a Thousands-Block (NPA-NXX-X) and Central Office Code (NPA-NXX) Application - Part 1 when applying for resources in the 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 Federal Communications Commission (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).¹⁹⁵

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 an SP:

- a) The Applicants shall demonstrate that existing Numbering Resources for the Rate Center shall exhaust within six (6) months. In the Months to Exhaust (MTE) calculation of the Months to Exhaust Certification Worksheet – TN Level - Appendix 1, 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 split among multiple NPAs due to a regulatory order by a state commission.¹⁹⁶ 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.¹⁹⁷
- 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.¹⁹⁸
- 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 six (6) months,
 - 3) Projected incremental demand for new TNs in the next 12 months; and
 - 4) Utilization Threshold

¹⁹² 47 CFR § 52.15 (g) (2) and 47 CFR § 52.15 (g) (3).

¹⁹³ 47 CFR § 52.15 (g) (2) and 47 CFR § 52.15 (g) (3).

¹⁹⁴ 47 CFR § 52.15 (g) (4).

¹⁹⁵ 47 CFR § 52.15 (f) (6) (i).

¹⁹⁶ For example, certain Rate Centers in CA, MN, OH, NY and WA. More information can be found on the North American Numbering Plan Administrator's (NANPA) website at www.nanpa.com.

¹⁹⁷ 47 CFR § 52.15 (g) (4).

¹⁹⁸ 47 CFR § 52.15 (h).

- e) An Interconnected Voice over Internet Protocol (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 an 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 until the delinquency has been resolved.¹⁹⁹ 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 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/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.²⁰⁰
- 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.²⁰¹ 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 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 six (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 (6) 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.²⁰²

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.

¹⁹⁹ See FCC Order 04-72 released April 13, 2004 and FCC Public Notice DA 12-1192 released July 25, 2012.

²⁰⁰ 47 CFR § 52.15 (g) (1).

²⁰¹ 47 CFR § 52.15 (g) (1).

²⁰² 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.

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- b) The 700 code is not to be Assigned by NANPA as a CO Code²⁰³ 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.²⁰⁴
- 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.
- e) The 988 code is not to be Assigned by NANPA as a CO Code²⁰⁵ in NPAs where mandatory 10-digit local dialing has not been implemented because the FCC designated 988 as the three-digit abbreviated dialing code to reach the National Suicide Prevention and Mental Health Crisis Lifeline²⁰⁶ in the United States and its territories. NANPA shall make the 988 CO Code Available for Assignment in NPAs where mandatory 10-digit local dialing has been implemented.
- 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 may not apply when 10-digit local dialing is in place and the local industry has agreed to release those CO Codes for assignment.

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 CO Code Assignee shall request the exchange, by contacting 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 Administrator Response/Confirmation - Part 3. 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.

²⁰³ Existing 700 Central Office (CO) Code (NPA-NXX) assignments made within the U.S. are grandfathered for the purpose for which the CO Codes originally were Assigned. Any 700 CO Codes returned to the NANPA shall be made unavailable for assignment.

²⁰⁴ See Section 258 of the Telecommunications Act of 1996 and FCC Order 98-334.

²⁰⁵ Existing 988 Central Office (CO) Code (NPA-NXX) assignments made within the U.S. are grandfathered for the purpose for which the CO Codes originally were Assigned. Any 988 CO Codes returned to the NANPA shall be made unavailable for assignment in Numbering Plan Areas (NPAs) where mandatory 10-digit local dialing has not been implemented.

²⁰⁶ See FCC Order 20-100, adopted July 16, 2020.

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 CO Code.

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 Administrator's Response/Confirmation - Part 3, enter the Thousands-Block (NPA-NXX-X) routing and rating information into the Business Integrated Routing and Rating Database System (BIRRDS);
- b) notify the North American Numbering Plan Administrator (NANPA) via Thousands-Block (NPA-NXX-X) and Central Office Code (NPA-NXX) Application - Part 1 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 CO Codes (see Section 8.2);
- d) arrange for the entry of any information to the Line Information Data Base (LIDB), or other 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/disconnect on subsequent Donations/disconnects, to prevent double-assignment of Telephone Numbers (TN);
- f) ensure the Thousands-Block identified for Donation/disconnect does not contain more than 100 Unavailable TNs. This includes the donating/disconnecting 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/disconnected Thousands-Block;
- i) migrate any ported numbers or pooled Thousands-Blocks utilizing an LRN within a Thousands-Block to be donated/disconnected 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/disconnecting a Thousands-Block;
- j) remove records from the LIDB, or other SP-specific databases, for Thousands-Blocks donated/disconnected 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 Federal Communications Commission (FCC) Form 502, North American Numbering Plan Numbering Resource Utilization/Forecast (NRUF) Report to the North American Numbering Plan Administrator (NANPA) and the Thousands-Block Forecast Report - Appendix 3 to the NANPA 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);²⁰⁷
- m) notify the NANPA 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 NANPA 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 Confirmation of Thousands-Block (NPA-NXX-X) or Central Office (CO) Code (NPA-NXX) In Service - Part 4 to the NANPA;

²⁰⁷ 47 CFR § 52.15 (f) (4)

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- 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;²⁰⁸
- r) concerning sequential number assignment, please refer to the “Guidelines for the Administration of Telephone Numbers” (ATIS-0300070);
- s) submit the Months to Exhaust Certification Worksheet - TN Level - Appendix 1 when requesting Growth Thousands-Blocks. Using the data from the Total Numbering Resources report²⁰⁹, NAS shall automatically populate on the Appendix 1 the list of all CO Codes NPA(s)-NXXs and Thousands-Blocks NPA(s)-NXX-X(s) Allocated to the OCN, as well as the quantity in item C. Total Numbering Resources.²¹⁰ When an exception exists, a Thousands-Block Applicant shall adjust the auto-populated list of all CO Codes NPA(s)-NXXs and Thousands-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 1 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 1, when a Thousands-Block disconnect request is pending in the same Rate Center, SPs shall not remove the resources from the list of all CO Codes NPA(s)-NXXs and Thousands-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 NANPA shall deny an application when the quantity in item A. Available Numbers and the quantity in item C. Total Number Resources on the Appendix 1 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.²¹¹ At a minimum, SPs shall review their Service Provider Inventories at the Rate Center level for possible Thousands-Block Donations/disconnects semi-annually. SPs shall donate/disconnect 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.²¹²

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 3s.

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 calendar 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.

²⁰⁸ FCC 00-104, ¶40

²⁰⁹ A Thousands-block Applicant may view the list and quantity of Total Numbering Resources Allocated to its Operating Company Number (OCN) in a particular Rate Center from the Total Numbering Resources report available in NANP Administration System (NAS); authorized state commission staff also may view the Total Numbering Resources report in NAS by OCN and Rate Center for a particular Service Provider within their state.

²¹⁰ Grandfathered Central Office (CO) Codes (NPA-NXX) and/or Thousands-Blocks (NPA-NXX-X) that have not been donated/disconnected and are still in the Service Provider’s (SP) inventory shall be automatically populated in the list and count of Total Numbering Resources.

²¹¹ 47 CFR § 52.15 (g) (4) (iii)

²¹² 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 CO Code 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 NANP Administration System (NAS) that are noted in the FCC number utilization reports.

8.1.3

An SP may exchange an Assigned Thousands-Block with the NANPA 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 NANPA shall assign a new Effective Date to the desired Thousands-Block which shall be placed into service within six (6) months of the original Effective Date provided on the Part 3 of the originally-Assigned Thousands-Block.

8.1.4

NAS 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 NANPA shall not change the status of any remaining Thousands-Blocks in NAS to 'Available for Assignment' until the NANPA receives confirmation via NAS from the CO Code Holder of the Pooled CO Code that the CO Code 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 an SP should be placed In Service by the applicable Activation Deadline that is six (6) months after the original Effective Date returned on the Part 3. Confirmation that the Thousands-Block has been placed In Service is mandatory. If the NANPA does not receive the Part 4, the NANPA 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 appropriate regulatory body (see Section 11.1).²¹³ 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 appropriate regulatory body.

8.1.6

SPs may not trade Thousands-Blocks between themselves.

8.1.7

SPs shall:

- a) donate²¹⁴ Thousands-Blocks to the Industry Inventory Pool via the Thousands-Block disconnect process, in accordance with these guidelines and any regulatory directives;
- 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

²¹³ 47 CFR § 52.15 (i) (6).

²¹⁴ 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.

sufficient to meet a specific customer request.²¹⁵ This requirement shall apply to an SP's existing Numbering Resources as well as any new Numbering Resources it obtains in the future.²¹⁶ 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. For data integrity reasons, the NANPA 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. The NANPA shall be notified of an OCN, Switching Entity/POI or Thousands-Block Effective Date change for Thousand-Blocks which have already been Assigned. The requested changes should be submitted via the Part 1, and when necessary, the NPAC Thousands-Block Data - Part 1B. Prior to submitting any Part 1B modification the SP shall:

- a) Ensure the Service Provider ID (SPID) is loaded in the NPAC in the NPAC region associated with the State, NPA, and Rate Center on the application at least one (1) calendar day prior to submitting the application. When the SPID is not loaded in the NPAC in the NPAC region associated with the State, NPA, and Rate Center provided on the application, the Part 1B shall be marked For Information Only and a Part 1B shall not be sent to the NPAC.
- b) Ensure the LRN is loaded in the NPAC for the NPAC region associated with the State, NPA, Rate Center, and Service Provider SOA SPID provided on the application at least one (1) calendar day prior to submitting the application. When the LRN is not loaded in the NPAC or the LRN is not in the NPAC region associated with the State, NPA, Rate Center, and Service Provider SOA SPID provided on the application, the Part 1B shall be marked For Information Only and a Part 1B shall not be sent to the NPAC.
- c) Ensure the LRN is loaded in the NPAC for the LATA associated with the State, NPA, and Rate Center provided on the application. When the LRN is not loaded in the NPAC for the Local Access and Transport Area (LATA) associated with the State, NPA, and Rate Center provided on the application, the Part 1B shall be marked For Information Only and a Part 1B shall not be sent to the NPAC.

When the Part 1B was marked as For Information Only due to the SPID or LRN not being in NPAC, the Applicant shall submit a modification request to the NPAC or a Part 1B modification one (1) calendar day after the LRN and the associated SPID are in the NPAC region of the CO Code.

. In the case of an intra-company OCN change request, the Thousands-Block Applicant shall indicate in the "Comments" field of the Part 1 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 "Comments" field of the Part 1 that there are Assigned Numbers in the Thousands-Block. The NANPA 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 activated²¹⁷ in the Public Switched Telephone Network (PSTN) starting five (5) calendar days prior to the CO Code's 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 10 calendar days of assignment by the North American Numbering Plan Administrator (NANPA).

²¹⁵ 47 CFR § 52.15 (j) (1).

²¹⁶ 47 CFR § 52.15 (j) (1).

²¹⁷ See Glossary term for "Active CO Code". An activated Central Office (CO) Code (NPA-NXX) may or may not yet placed In Service (See Glossary term "In Service").

8.2.2

A Pooled CO Code Assigned either directly by NANPA or through transfer from another CO Code Holder should be placed In Service²¹⁸ by the applicable Activation Deadline, that is, six (6) months after the original Effective Date returned on the Administrator's Response/Confirmation - Part 3. Confirmation that CO Codes have been placed In Service is mandatory (see Confirmation of Thousands-Block (NPA-NXX-X) or Central Office (CO) Code (NPA-NXX) In Service - Part 4. If the CO Code Holder no longer has a need for the CO Code, the CO Code should be disconnected for Reassignment by NANPA.

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 commenced²¹⁹ (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 NANPA, with the appropriate information populated (e.g., Tandem Homing Common Language® Location Code (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 the Business Integrate Routing and Rating Database System (BIRRDs), specifying the routing and rating information for the Pooled CO Code assignment, within seven (7) calendar days of the issuance of the Part 3;
- c) ensure CO Codes are not built in BIRRDs with an NXD COCTYPE of PLN, SIC, TST, AIN, BLG, BRD, CDA, CTV, ENP, FGB, HVL, N11, ONA, RTG, UFA, or 700 or an SSC of A.
- d) load the Pooled CO Code into the NPAC database within 10 calendar days of the Pooled CO Code being Assigned by the NANPA;
- e) submit a Thousands-Block (NPA-NXX-X) and Central Office Code (NPA-NXX) Application - Part 1 modification to the NANPA after Thousands-Blocks are Assigned if the NPAC Thousands-Block Data - Part 1B needs updating because the CO Code Holder is retaining multiple Thousands-Blocks and the routing information for one (1) or more of those Thousands-Blocks is different than the Pooled CO Code routing information. The NANPA forwards the Part 1B to the NPAC after processing the modification;
- f) validate that all translations work is complete five (5) calendar days prior to the Pooled CO Code's LERG Routing Guide Effective Date;²²⁰
- g) verify and test that the Pooled CO Code is activated in the Public Switch Telephone Network (PSTN) by performing successful call-through tests²²¹ starting five (5) calendar days prior to the Pooled CO Code's LERG Routing Guide Effective Date;²²²
- h) provide Vacant Code Announcement (VCA) or Reorder Announcement (ROA)²²³ for TNs in un-Allocated Thousands-Blocks;
- i) maintain sufficient and auditable data to demonstrate compliance with these guidelines;
- j) notify the NANPA 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);
- k) prior to disconnecting a Pooled CO Code, disconnect all Thousands-Blocks Assigned or Retained in the Pooled CO Code;

²¹⁸ See definition of "In Service" in the Glossary.

²¹⁹ 47 CFR § 52.15 (i) 2

²²⁰ See ATIS-0300032, Next Generation Interconnection Interoperability Forum (NGIIF) Reference Document, Part X

²²¹ See ATIS-0300032, Next Generation Interconnection Interoperability Forum (NGIIF) Reference Document, Part X.

²²² 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.

²²³ 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. Note that there may be a fee associated with the acquisition of either document.

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- l) ensure the following occur a minimum of five (5) 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., Spanning Tree Protocol (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
- m) Ensure the Pooled CO Code is opened under the old Numbering Plan Area (NPA) before or during permissive dialing²²⁴ for a geographic split in the NPAC, if the Pooled CO Code shall move to the new NPA at the end of permissive dialing;
- n) confirm via the NANP Administration System (NAS) within five (5) business days of the NANPA's inquiry, indicating the status of the newly Assigned Pooled CO Code²²⁵ (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);
- o) 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 NANPA via NAS of the date that the CO Code Holder shall fulfill those responsibilities so that the NANPA can update the availability of the associated Thousands-Blocks in NAS and notify any SPs with Assigned Thousands-Blocks from the Pooled CO Code. The CO Code Holder shall still provide confirmation to the NANPA via NAS 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
- p) be responsible for providing to the NANPA the Part 4 that confirms a full CO Code that was obtained to meet an SP's single customer request has been placed In Service.²²⁶

8.2.5

CO Code Holders of Pooled CO Codes cannot abdicate their responsibilities unless they can demonstrate to the NANPA that a Technical Limitation or other inability to perform this function exists, or the CO Code Holder meets one (1) of the exceptions in Section 11.2.10.2 or is in alignment with the procedures in Section 11.2.11.3. In this case, the CO Code Holder and the NANPA shall follow the criteria in Section 11.2.10.2.

8.2.6 Tasks of a Pooled CO Code Holder

- a) On the original Part 3 Effective Date, NAS 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 test²²⁷ was successfully performed.
- b) Within five (5) business days of receiving the NANPA's email, the CO Code Holder of a Pooled CO Code shall indicate the status of the Pooled CO Code via NAS. An SP shall not submit the PSTN Activation confirmation more than five (5) calendar days prior to the BIRRDs/LErg Routing Guide Effective Date.
- c) If the CO Code Holder of the Pooled CO Code confirms via NAS 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 NANPA shall, within two (2) business days, change the status of the Thousands-Blocks in NAS to 'Available for Assignment' to any SP.
- d) If the CO Code Holder of the Pooled CO Code fails to respond or advises the NANPA via NAS that the Pooled CO Code has not been activated in the PSTN, the status of the Thousands-Blocks in NAS remains unchanged. NAS shall continue to generate an e-mail message to the CO Code Holder

²²⁴ 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).

²²⁵ A Service Provider (SP) shall not submit the Public Switched Telephone Network (PSTN) Activation confirmation more than five (5) calendar days prior to the Business Integrated Routing and Rating Database System (BIRRDs)/LErg Effective Date.

²²⁶ See definition of "In Service" in Glossary.

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

requesting status of the Pooled CO Code. This e-mail shall be sent every 10th calendar day until the CO Code Holder responds to the NANPA via NAS 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 NANPA via NAS of the date it shall fulfill those responsibilities so that the NANPA can update the availability of the associated Thousands-Blocks in NAS 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 NANPA 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.²²⁸

8.2.7

NAS shall not accept a Part 4 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 NANPA 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 NANPA shall, within two (2) business days, change the status of the Pooled CO Code in NAS and then the CO Code Holder of the Pooled CO Code shall be able to successfully submit a Part 4 into NAS.²²⁹

8.2.8

NAS shall accept a Part 4 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 NANPA shall not change the status of any remaining Thousands-Blocks in PAS to 'Available' until the NANPA receives confirmation via NAS 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.²³⁰

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 seven (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 six (6) month timeframe to place the Pooled CO Code and Thousands-Block into service is cut short because the Part 4 is still due six (6) months after the original Effective Date on the Part 3.

²²⁸ 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/ >.

²²⁹ 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/ >.

²³⁰ 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, Central Office (CO) Code (NPA-NXX) or Thousands-Block (NPA-NXX-X) Code Openings. To resolve routing issues, see also: < https://www.atis.org/01_committ_forums/NGIIF/contact-directories/ >.

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- c) The Thousands-Block Holder cannot fulfill its responsibility to build its Assigned Thousands-Blocks in BIRRDS within five (5) calendar days of the issuance of the Thousands-Block's Part 3.
 - d) The NPAC personnel cannot create Assigned Thousands-Blocks in the NPAC within seven (7) calendar days of the issuance of the Part 3 or Part 1B.
 - 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 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 body by a Thousands-Block Applicant/Holder.
 - h) Safety valve waivers filed with the appropriate regulatory body 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.²³¹ 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. An SP shall disconnect any test line number established within a Thousands-Block before donating/disconnecting 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/disconnecting 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.

8.2.13

SPs shall:

- a) donate²³² 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.²³³
- d) This requirement shall apply to an SP's existing Numbering Resources as well as any new Numbering Resources it obtains in the future.²³⁴ 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)

²³¹ ATIS-0300024, Next Generation Interconnection Interoperability Forum (NGIIF) Reference Document, Part V, Testline Guidelines.

²³² A Service Provider (SP) can avoid the Donation/disconnect of Thousands-Blocks (NPA-NXX-X) 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 Federal Communication Commission (FCC) rules. The porting of TLDNs/MSRNs can cause call delivery to roaming subscribers to fail.

²³³ 47 CFR § 52.15 (j) (1).

²³⁴ 47 CFR § 52.15 (j) (1).

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 Telecom Routing Administration (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 Line Information Data Base (LIDB) Access Support System (LASS).

8.2.16

An Applicant or CO Code Holder Assigned a Pooled CO Code 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.

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.²³⁵ Pooled CO Code Holders Assigned a Pooled CO Code shall:

- a) ensure AOCN input of Part 2 data entries into BIRRDs within seven (7) 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 (5) 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 dialing²³⁶ 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 (5) 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 tests²³⁷ starting five (5) calendar days prior to the Pooled CO Code's LERG Routing Guide Effective Date;²³⁸

²³⁵ 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.

²³⁶ 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).

²³⁷ See ATIS-0300032, Next Generation Interconnection Interoperability Forum (NGIIF) Reference Document, Part X.

²³⁸ 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/ >.

- i) provide VCA or ROA²³⁹ 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. 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 1.6 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 in the “Comments” field of the Part 1 that there are Assigned Numbers in the Pooled CO Code. NANPA shall deny the change request if the Applicant does not provide the Certification. When the intra-company OCN change request is to establish an LRN and there are no Assigned Numbers in the Pooled CO Code, the Applicant shall certify on Section 1.8 of the Part 1 that the intra-company OCN change is to Establish an LRN. NANPA shall deny the change request if the Applicant does not provide the Certification.

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 activated²⁴⁰ in the Public Switched Telephone Number (PSTN) starting five (5) 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 10 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 Service²⁴¹ by the applicable Activation Deadline, that is, six (6) months after the original Effective Date returned on the Administrator’s Response/Confirmation - Part 3. Confirmation that Non-pooled CO Codes have been placed In Service is mandatory (see Confirmation of Thousands-Block (NPA-NXX-X) or Central Office (CO) Code (NPA-NXX) In Service - Part 4). If the Assignee no longer has a need for the Non-pooled CO Code, the Central Office (CO) Code (NPA-NXX) should be disconnected 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 commenced²⁴² (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:

²³⁹ 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. Note that there may be a fee associated with the acquisition of these documents.

²⁴⁰ See Glossary term for “Active CO Code”. An activated Central Office (CO) Code (NPA-NXX) may or may not yet placed In Service (See Glossary term “In Service”).

²⁴¹ See definition of “In Service” in the Glossary.

²⁴² 47 CFR § 52.15 (i) 2

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- a) identify eligible Thousands-Blocks (NPA-NXX-X) for Donation/disconnect to the Industry Inventory Pool upon initial establishment of the Industry Inventory Pool pursuant to Section 17;
- b) make required updates to the Business Integrated Routing and Rating Database System (BIRRRDS) 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
- 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. The most recent spreadsheet can be found at www.nanpa.com.
- e) confirm, prior to donating/disconnecting 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., Spanning Tree Protocol (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/disconnect does not contain a test line number. If a Thousands-Block being donated/disconnected contains a test line number, the CO Code Holder shall disconnect the test line number before donating/disconnecting 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/disconnect does not contain a Location Routing Number (LRN). If a Thousands-Block being returned or donated/disconnected 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/disconnecting 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/disconnect does not contain more than 100 Unavailable TNs. This includes the donating/disconnecting 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 disconnect.

8.3.5

Prior to donating/disconnecting 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) donate²⁴³ Thousands-Blocks to the Industry Inventory Pool via the Thousands-Block disconnect process, in accordance with these guidelines and any regulatory directives;

²⁴³ A Service Provider (SP) can avoid the Donation/disconnect 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 Federal Communications Commission (FCC) rules. The porting of TLDNs/MSRNs can cause call delivery to roaming subscribers to fail.

- 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 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.²⁴⁴ This requirement shall apply to an SP's existing Numbering Resources as well as any new Numbering Resources it obtains in the future.²⁴⁵ 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/disconnected 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 Telecom Routing Administration (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 Line Information Data Base (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.²⁴⁶ CO Code Holders Assigned a Non-pooled CO Code shall

- a) ensure AOCN input of Part 2 data entries into BIRRDS within seven (7) 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 (5) business days prior to the LERG Effective Date;

²⁴⁴ 47 CFR § 52.15 (j) (1).

²⁴⁵ 47 CFR § 52.15 (j) (1).

²⁴⁶ 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.

- d) ensure the Non-pooled CO Code, if portable, is opened under the old NPA before or during permissive dialing²⁴⁷ 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 (5) 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 tests²⁴⁸ starting five (5) calendar days prior to the Non-pooled CO Code's LERG Routing Guide Effective Date;²⁴⁹
- i) provide Vacant Code Announcement (VCA) or Reorder Announcement (ROA)²⁵⁰ 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 Thousands-Block (NPA-NXX-X) and Central Office Code (NPA-NXX) Application - Part 1. 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 1.6 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 in the "Comments" field 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. When the intra-company OCN change request is to establish and LRN and there are no Assigned Numbers in the Non-pooled CO Code, the Applicant shall certify in the "Comments" field of the Part 1 that the intra-company OCN change is to Establish an LRN. NANPA shall deny the change request if the Applicant does not provide the Certification.

9 Modifications to Numbering Resources

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. For data integrity reasons, the North American Numbering Plan Administrator (NANPA) 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. The NANPA shall be notified of an Operating Company Number (OCN), Switching Entity/Point of Interconnection (POI) or Thousands-Block Effective Date change for Thousand-Blocks which have already been Assigned. The requested changes should be submitted via the Thousands-Block (NPA-NXX-X) and Central Office Code (NPA-NXX) Application - Part 1, and when necessary, the NPAC Thousands-Block Data - Part 1B. Prior to submitting any Part 1B modification the SP shall:

²⁴⁷ 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).

²⁴⁸ See ATIS-0300032, Next Generation Interconnection Interoperability Forum (NGIIF) Reference Document, Part X.

²⁴⁹ 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, Central Office (CO) Code (NPA-NXX) or Thousands-Block (NPA_NXX-X) Code Openings. To resolve routing issues, see also: < https://www.atis.org/01_committ_forums/NGIIF/contact-directories/ >.

²⁵⁰ 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. Note that there may be a fee associated with the acquisition of these documents.

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- a) Ensure the Service Provider ID (SPID) is loaded in the Number Portability Administration Center (NPAC) in the NPAC region associated with the State, Numbering Plan Area (NPA), and Rate Center on the application at least one (1) calendar day prior to submitting the application. When the SPID is not loaded in the NPAC in the NPAC region associated with the State, NPA, and Rate Center provided on the application, the Part 1B shall be marked For Information Only and a Part 1B shall not be sent to the NPAC.
- b) Ensure the Location Routing Number (LRN) is loaded in the NPAC for the NPAC region associated with the State, NPA, Rate Center, and Service Provider SOA SPID provided on the application at least one (1) calendar day prior to submitting the application. When the LRN is not loaded in the NPAC or the LRN is not in the NPAC region associated with the State, NPA, Rate Center, and Service Provider SOA SPID provided on the application, the Part 1B shall be marked For Information Only and a Part 1B shall not be sent to the NPAC.
- c) Ensure the LRN is loaded in the NPAC for the Local Access and Transport Area (LATA) associated with the State, NPA, and Rate Center provided on the application. When the LRN is not loaded in the NPAC for the LATA associated with the State, NPA, and Rate Center provided on the application, the Part 1B shall be marked For Information Only and a Part 1B shall not be sent to the NPAC.

When the Part 1B was marked as For Information Only due to the SPID or LRN not being in NPAC, the Applicant shall submit a modification request to the NPAC or a Part 1B modification one (1) calendar day after the LRN and the associated SPID are in the NPAC region of the CO Code.

In the case of an intra-company OCN change request, the Thousands-Block Applicant shall indicate in the "Comments" field of the Part 1 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 "Comments" field of the Part 1 that there are Assigned Numbers in the Thousands-Block. The NANPA 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 NANPA. The NANPA, upon approval of the change, is responsible for making changes to the BCR record in BIRRDS.

9.1.3

An Administrative Operating Company Number (AOCN) is not able to create the NXD record in the Business Integrated Routing and Rating Database System (BIRRDS) until the BCR record is created for the Thousands-Block. An AOCN is not able to update the "OCN" field of the NXD record until the BCR record has been modified by the NANPA 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 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 1 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 NANPA via the NANP Administration System (NAS) 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 Thousands-Block being Allocated back to the Switch where the CO 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 an 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 Donation/disconnect 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 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.

- a) For Thousands-Blocks involved in a merger or acquisition, SPs shall provide documentation (e.g., state regulatory body or Federal Communication Commission (FCC) approval, a copy of the National Exchange Carrier Association (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.

SPs shall also provide a letter or email from the relinquishing SP if a modification is submitted as an inter-OCN modification indicating:

- 1) The reason for the transfer (i.e., merger/acquisition),
 - 2) The Thousands-Block(s) being transferred, and
 - 3) Confirmation that the Thousands-Block(s) is in use with active customers.
- b) For Thousands-Blocks involved in a Type 1 Interconnection Service Provider Transfer to a Type 2 Interconnect Service Provider, SPs shall provide a letter or email from the relinquishing SP indicating:
 - 1) The reason for the transfer (i.e., Type 1 to Type 2),
 - 2) The Thousands-Block(s) being transferred, and
 - 3) Confirming that the Thousands-Block(s) is in use with active customers.

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 10% contaminated, and one (1) 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

For Thousands-Blocks not involved in a merger, acquisition, or Type 1 Interconnection Service Provider to Type 2 Interconnection Service Provider migration, SPs shall provide a letter or email from the relinquishing Service Provider indicating:

- a) The reason for the transfer (i.e., TNs are Assigned and/or reserved for a single customer),
- b) The Thousands-Block(s) being transferred, and
- c) Confirming that the Thousands-Block(s) is in use with active customers.
- d) Confirm that the Thousands-Block(s) is over 10% Contamination.

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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 and Part 1B. Prior to submitting the Part 1B the SP shall:

- a) Ensure the SPID is loaded in the NPAC in the NPAC region associated with the State, NPA, and Rate Center on the application at least one (1) calendar day prior to submitting the application. When the SPID is not loaded in the NPAC in the NPAC region associated with the State, NPA, and Rate Center provided on the application, the Part 1B shall be marked For Information Only and a Part 1B shall not be sent to the NPAC.
- b) Ensure the LRN is loaded in the NPAC for the NPAC region associated with the State, NPA, Rate Center, and Service Provider ~~SOA~~ SPID provided on the application at least one (1) calendar day prior to submitting the application. When the LRN is not loaded in the NPAC or the LRN is not in the NPAC region associated with the State, NPA, Rate Center, and Service Provider ~~SOA~~ SPID provided on the application, the Part 1B shall be marked For Information Only and a Part 1B shall not be sent to the NPAC.
- c) Ensure the LRN is loaded in the NPAC for the LATA associated with the State, NPA, and Rate Center provided on the application. When the LRN is not loaded in the NPAC for the LATA associated with the State, NPA, and Rate Center provided on the application, the Part 1B shall be marked For Information Only and a Part 1B shall not be sent to the NPAC.

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(s), reason for the transfer, and a confirmation that there are active customers and that the Thousands-Block is over 10% contaminated. The NANPA shall ensure that the transfer is mutually acceptable.

The NANPA 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 Thousands-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 NANPA 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 NANPA shall coordinate the change with Telecom Routing Administration (TRA).

If a Confirmation of Thousands-Block (NPA-NXX-X) or Central Office (CO) Code (NPA-NXX) In Service - Part 4 is not on file for the Thousands-Block that is being transferred, and the Part 4 due date has passed, then the NANPA shall deny the request to transfer the Thousands-Block until a Part 4 is received from the appropriate regulatory body.

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 NANPA 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. When the Part 1B was marked as For Information Only due to the SPID or LRN not being in NPAC, the Thousands-Block Applicant (SP receiving the Thousands-Block to be transferred) shall submit a modification request to the NPAC or a Part 1B modification one (1) calendar day after the LRN and the associated SPID are in the NPAC region of the CO Code.

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 NANPA receives the application shall specify their desired Effective Date. An application requesting a “24 calendar day Effective Date” shall be Assigned minimum Effective Date of 24 calendar days after the Allocation Date; this allows five (5) calendar days for AOCN entry of data into BIRRDS plus the 19 calendar-day notification interval. The NANPA 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 (2) 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, an 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 two (2) calendar 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.

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

- a) The requesting SP shall indicate on the Part 1 that this is an expedited request with its desired Effective Date.
 - 1) To expedite all Thousands-Blocks in a multi-Thousands-Block application, the requesting SP shall select “Yes” for Request Expedited Treatment.
 - 2) To expedite one (1) or more but not all Thousands-Blocks in a multi-Thousands-Block application, the SP shall select “No” for Request Expedited Treatment but shall include a statement in the “Comments” field indicating which Thousands-Block(s) is/are to be expedited.
- b) The NANPA 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 (7) calendar days. The NANPA shall expedite such requests when it can do so without failing to meet its seven (7) calendar day application processing interval for other SPs. The NANPA 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 (9) **calendar** days after the issuance of the Administrator’s Response/Confirmation - Part 3. This allows for the NANPA and AOCN to update BIRRDS for LERG Routing Guide daily updates. The AOCN shall agree to perform the BIRRDS update in two (2) **calendar** days rather than the usual seven (7) **calendar** days. This also allows three (3) **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 an 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 North American Numbering Plan Administrator (NANPA) shall be notified of any changes to the information in Thousands-Block (NPA-NXX-X) and Central Office Code (NPA-NXX) Application - Part 1. 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 in the “Comments” field of the Part 1 that there are Assigned Numbers in the Pooled CO Code. NANPA 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 and disconnects for Pooled CO the NANP Administration System (NAS).

9.2.3

An Administrative Operating Company Number (AOCN) is not able to create the NXD record in the Business Integrated Routing and Rating Database System (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 NANPA in reviewing a Thousands-Block (NPA-NXX-X) 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.

- a) For Thousands-Blocks involved in a merger or acquisition, SPs shall provide documentation (e.g., state regulatory body or Federal Communications Commission (FCC) approval, a copy of the National Exchange Carrier Association (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.

SPs shall also provide a letter or email from the relinquishing SP if a modification is submitted as an inter-OCN modification indicating:

1. The reason for the transfer (i.e., merger/acquisition),
 2. The Thousands-Block(s) being transferred, and
 3. Confirmation that the Thousands-Block(s) is in use with active customers.
- b) For Thousands-Blocks involved in a Type 1 Interconnection Service Provider transfer to a Type 2 Interconnect Service Provider, SPs shall provide a letter or email from the relinquishing Service Provider indicating:
 1. The reason for the transfer (i.e., Type 1 to Type 2),
 2. The Thousands-Block(s) being transferred, and
 3. Confirming that the Thousands-Block(s) is in use with active customers.

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 10% contaminated, and one (1) or more of the following conditions are met:

- a) Telephone Numbers (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.

For Thousands-Blocks not involved in a merger, acquisition, or Type 1 Interconnection Service Provider to Type 2 Interconnection Service Provider migration, SPs shall provide a letter or email from the relinquishing SP indicating:

- a) The reason for the transfer (i.e., TNs are Assigned and/or reserved for a single customer),
- b) The Thousands-Block(s) being transferred, and
- c) Confirming that the Thousands-Block(s) is in use with active customers.
- d) Confirm that the Thousands-Block(s) is over 10% contaminated.

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 1 and NPAC Thousands-Block Data - Part 1B. Prior to submitting the Part 1B the SP shall:

- a) Ensure the Service Provider ID (SPID) is loaded in the Number Portability Administration Center (NPAC) in the NPAC region associated with the State, Numbering Plan Area (NPA), and Rate Center on the application at least one (1) calendar day prior to submitting the application. When the SPID is not loaded in the NPAC in the NPAC region associated with the State, NPA, and Rate Center provided on the application, the Part 1B shall be marked For Information Only and a Part 1B shall not be sent to the NPAC.
- b) Ensure the Location Routing Number (LRN) is loaded in the NPAC for the NPAC region associated with the State, NPA, Rate Center, and Service Provider ~~SOA~~ SPID provided on the application at least one (1) calendar day prior to submitting the application. When the LRN is not loaded in the NPAC or the LRN is not in the NPAC region associated with the State, NPA, Rate Center, and Service Provider ~~SOA~~ SPID provided on the application, the Part 1B shall be marked For Information Only and a Part 1B shall not be sent to the NPAC.
- c) Ensure the LRN is loaded in the NPAC for the Local Access and Transport Area (LATA) associated with the State, NPA, and Rate Center provided on the application. When the LRN is not loaded in the NPAC for the LATA associated with the State, NPA, and Rate Center provided on the application, the Part 1B shall be marked For Information Only and a Part 1B shall not be sent to the NPAC.

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 Thousands-Block is over 10% contaminated. The NANPA shall ensure that the transfer is mutually acceptable.

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).

Upon approval of the request, the NANPA 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 NANPA shall coordinate the change with Telecom Routing Administration (TRA).

The NANPA 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 Confirmation of Thousands-Block (NPA-NXX-X) or Central Office (CO) Code (NPA-NXX) In Service - Part 4 or Confirmation of Pooled CO Code In Service – Part 4 Pooled Code (PC) is not on file for the Thousands-Block that is being transferred, and the Part 4 due date has passed, then the NANPA shall deny the request to transfer the Thousands-Block until a Part 4 or Part 4 PC is received from the appropriate regulatory body.

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 NANPA 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. When the Part 1B was marked as For Information Only due to the SPID or LRN not being in NPAC, the Thousands-Block Applicant (SP receiving the Thousands-Block to be transferred) shall submit a modification request to the NPAC or a Part 1B modification one (1) calendar day after the LRN and the associated SPID are in the NPAC region of the CO Code.

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 NANPA in reviewing a Part 1 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.

If the Pooled CO Code being transferred shall be the Initial CO Code 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 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.

If a Part 4 or Part 4 PC is not on file for the Pooled CO Code that is being transferred, and the Part 4 due date has passed, then the NANPA shall deny the request to transfer the Pooled CO Code until a Part 4 or Part 4 PC is received from the appropriate regulatory body.

The following criteria shall be used by the 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 CLLI Code, one (1) 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 in the "Comments" field 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 suspend the application and 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, a change to the Effective Date of the transfer may be required. NANPA then shall contact the current CO Code Holder and give them five (5) more business days to confirm the CO Code transfer request.

If the current CO Code Holder does not or refuses to respond within five (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 five (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 record 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 record 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 NANPA in reviewing a Part 1 from an 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 an 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 TN or Pooled Thousands-Blocks within that Pooled CO Code.

The Pooled CO Code cannot be transferred from one Rate Center to another Rate Center.

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If the Pooled CO Code being transferred shall be the Initial CO Code 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.

If a Part 4 or Part 4 PC is not on file for the Pooled CO Code that is being transferred, and the Part 4 due date has passed, then the NANPA shall deny the request to transfer the Pooled CO Code until a Part 4 or Part 4 PC is received from the appropriate regulatory body.

An SP needing to establish an LRN shall investigate the feasibility of a voluntary transfer of CO Code Holder responsibilities of an existing Pooled CO Code or Non-Pooled but portable CO Code in the Pooled Rate Center by reviewing its current Inventory, including other OCNs under its control. When such a transfer is not an option, the SP should proactively investigate the feasibility of a voluntary transfer for an existing Pooled CO Code or Non-Pooled CO Code in the Pooled Rate Center and where the SP participates in Pooling to avoid opening a new Pooled CO Code altogether. An 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 should do so to assist in prolonging the life of the NPA especially when NPA relief has started. In determining such feasibility, consideration shall be given to the technical issues involved and the risk of service interruption to existing customers. The following factors shall be taken into consideration by both SPs when determining feasibility of a voluntary CO Code transfer for LRN purposes (see Section 9.3.5 for the Non-Pooled CO Code Transfer Process).

- a) availability of a Thousands-Block from the CO Code in the pool;
- b) quantity of Assigned Thousands-Blocks within the Pooled CO Code;
- c) quantity of Assigned Numbers (either Assigned or ported numbers) within the Pooled CO Code;²⁵¹
- d) dependencies on ancillary services;
- e) whether the current CO Code Holder has a Technical Constraint, or has already established an LRN in the Pooled CO Code and there are NPAC records associated with that LRN;
- f) the projected NPA exhaust;
- g) the cutover risks of service interruption when introducing a new Switching Entity/POI to the network;
- h) the length of time needed to complete the Pooled CO Code transfer²⁵²

If a voluntary transfer for an existing Pooled CO Code appears feasible, the SP shall contact the current CO Code Holder.²⁵³ The SP may ask the NANPA for assistance with identifying appropriate contacts for the current CO Code Holder if needed, and the NANPA may share such contact information with the SP. 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. If contacted, the current CO Code Holder shall provide a response within seven (7) calendar days. If the CO Code Holder agrees to transfer the Pooled CO Code, then the CO Code Holder shall include appropriate documentation (e.g., a letter of authorization) in the response.

If the request is initiated by a regulatory body, the NANPA asks an SP to voluntarily transfer a Pooled CO Code for purposes of establishing a LRN, the following information shall be provided to the SP:

1. OCN and OCN Name of the SP needing to establish an LRN
2. Contact information for the SP needing to establish an LRN
3. Confirmation that the SP needing to establish an LRN has agreed to accept a transferred Pooled CO Code if feasible
4. Whether the SP needing to establish an LRN has submitted an Application in PAS for assignment of a Pooled CO Code for LRN purposes

The SP shall provide a response within seven (7) calendar days. If the SP agrees to transfer the Pooled CO Code, then the SP shall provide the appropriate documentation (e.g., a letter of authorization) to the SP needing to establish an LRN.

²⁵¹ It is the recommendation of the North American Numbering Council's (NANC) Local Number Portability Administration (LNPA) Working Group (now known as the Number Portability Industry Forum [NPIF]) that the current CO Code Holder not have numbers Assigned in more than three (3) of the Thousands-Blocks (NPA-NXX-X).

²⁵² 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.

²⁵³ See Section 9.2.6 for further details on the Pooled CO Code Transfer Process.

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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 Number Portability Best Practice 034 available at <https://workinggroup.numberportability.com/lnp-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 these processes.

When transferring a Pooled CO Code with Thousands-Blocks Available in the Industry Inventory Pool, the NANPA shall modify Thousands-Blocks within the transferring Pooled CO Code to be effective one (1) calendar day after the CO Code Administrator's Response/Confirmation - 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.

The SP shall apply for a new Thousands-Block in the Pooled CO Code at the same time as the CO Code Modification for OCN: Inter-company, except when the SP requesting the CO Code Modification already has an Assigned Thousands-Block in the Pooled CO Code from which it can assign the LRN.

The following criteria shall be used by 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 1.6 of the Part 1. The entry in the "Switching Identification (Switching Entity/POI)" field shall be an active CLLI Code, one (1) 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 the "Comments" field of the Part 1.
- c) When the CO Code transfer is for LRN purposes and the SP requesting the CO Code Modification for OCN: Inter-company fails to apply for a new Thousands-Block in the Pooled CO Code at the same time as it submits the CO Code Modification for OCN: Inter-company application, and the SP does not have an Assigned Thousands-Block in the Pooled CO Code from which it can assign an LRN, NANPA shall deny the CO Code Modification for OCN: Inter-company application.
- d) 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.
- e) NANPA shall notify the SP receiving the Pooled CO Code when the ACD record 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 an 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 NANPA, through the NAS. For Pooled CO Code applications submitted through 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 surviving or acquiring company's OCN has been added to the Applicant's NAS profile prior to requesting the OCN change. The surviving or acquiring OCN company may need to revise and provide a new, consolidated Thousands-Block Forecast Report - Appendix 3 in NAS for Numbering Resources.

If a merger and/or acquisition occurred after the most recent FCC Form 502, North American Numbering Plan Numbering Resource Utilization/Forecast (NRUF) Report forecast 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 an SP decides in a merger/acquisition to change the name of the company on an OCN, the SP should contact NECA.²⁵⁴

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 NANPA as soon as the CO Code Holder is aware of these changes. This information is necessary regardless of who has AOCN responsibilities.

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 Commercial Mobile Radio Service (CMRS) records that are reflected in BIRRDs with an Incumbent Local Exchange Carrier (ILEC) OCN.²⁵⁵

If the CO Code Holder no longer provides service in the Rate Center associated with the Pooled CO Code, the SP shall notify the 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 record with the appropriate Effective Date. Where there are Local Number Portability (LNP) ports associated with the Pooled CO Code being disconnected, 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 Months to Exhaust Certification Worksheet - TN Level - Appendix 1 to the NANPA prior to making any changes to BIRRDs for the affected 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 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 Telecom Routing Administration (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 an SP other than the CO Code Holder. If an SP submits a Rate Center change request for a Pooled CO Code with Thousands-Block assignments to an SP other than the CO Code Holder, 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 NANPA. Upon receipt of the Part 1 for a 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 Pooled CO Code(s). The 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 Approval 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.

²⁵⁴ See *ATIS Codes for Identification of Service Providers for Information Exchange (ATIS-0300251.2007)*.

²⁵⁵ Prior to CMRS SPs acquiring their own Company Codes/Operating Company Numbers (OCN), the Incumbent Local Exchange Carrier (ILEC) permitted the Commercial Mobile Radio Service (CMRS) Service Providers (SPs) to use the Local Exchange Carrier's (LE) OCN in BIRRDs. CMRS SPs now are required to obtain their own Company Codes/OCNs.

9.2.8

Applicants shall request an Effective Date at least 59 calendar days after the request is submitted to the NANPA via NAS. The 59 calendar day interval is derived by adding the 14 calendar days²⁵⁶ allotted to Pooled CO Code application processing by the NANPA and AOCN input to BIRRDs, and 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 calendar 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 calendar day activation interval.

Applications to modify a 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 an 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 an 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 59 days. If an SP must reschedule the effective date of a Pooled Code such that the 45 calendar 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 calendar 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 the NANPA of the reduction of the seven (7) days. In the case where an Applicant acts as its own AOCN, the Applicant should indicate so on the "Comments" field on the Part 1. Doing so shall reduce the AOCN period down from seven (7) days.
 - 2) Then, the SP submits the Part 1 to the NANPA with the attached confirmation from the AOCN if applicable. When the SP requests to receive the "52 calendar day Effective Date" on the Part 1, NANPA shall reduce the Effective Date to the earliest date without compromising the 45 calendar day CO Code activation interval from the date NANPA processes the request.
- b) Activities for the expedited 45 calendar day Interval:
 - 1) The SP shall follow the Next Generation Interconnection and Interoperability Forum (NGIIF) procedures to expedite the 45 calendar day CO Code activation process.²⁵⁷
 - 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 record. If an expedite is approved, the expedite information shall be entered in the BIRRDs ACD record 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.²⁵⁸

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 Thousands-Block (NPA-NXX-X) and Central Office Code (NPA-NXX) Application - Part 1. 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 1.6 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 in the "Comments" field 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.

²⁵⁶ The 14 calendar day interval is the combination of seven (7) calendar days for the North American Numbering Plan Administrator (NANPA), and seven (7) calendar days for the Administrative Operating Company Number (AOCN).

²⁵⁷ 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."

²⁵⁸ This is required to ensure facilities are available at the homing tandem and that appropriate Service Provider (SP) notification exists; expedited activation intervals or the rescheduling of existing effective dates to less than 45 calendar 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 CO Code for a single customer's use was requested as a Pooled CO Code 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 as a Pooled CO Code in the NANP Administration System (NAS).

9.3.3

Thousands-Blocks (NPA-NXX-X) from Non-Pooled CO Codes 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.

- a) For Thousands-Blocks involved in a merger or acquisition, SPs shall provide documentation (e.g., state regulatory body or Federal Communications Commission (FCC) approval, a copy of the National Exchange Carrier Association (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.

SPs shall also provide a letter or email from the relinquishing SP if a modification is submitted as an inter-OCN modification indicating:

- 1. The reason for the transfer (i.e., merger/acquisition),
 - 2. The Thousands-Block(s) being transferred, and
 - 3. Confirmation that the Thousands-Block(s) is in use with active customers.
- b) For Thousands-Blocks involved in a Type 1 Interconnection Service Provider transfer to a Type 2 Interconnect Service Provider, SPs shall provide a letter or email from the relinquishing SP indicating:
 - 1. The reason for the transfer (i.e., Type 1 to Type 2),
 - 2. The Thousands-Block(s) being transferred, and
 - 3. Confirming that the Thousands-Block(s) is in use with active customers.

Thousands-Blocks from Non-Pooled CO Codes 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 10% contaminated, and one (1) or more of the following conditions are met:

- a) Telephone Numbers (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

For Thousands-Blocks not involved in a merger, acquisition, or Type 1 Interconnection Service Provider to Type 2 Interconnection Service Provider migration, SPs shall provide a letter or email from the relinquishing SP indicating:

- a) The reason for the transfer (i.e., TNs are Assigned and /or reserved for a single customer),
- b) The Thousands-Block(s) being transferred, and
- c) Confirming that the Thousands-Block(s) is in use with active customers.
- d) Confirm that the Thousands-Block(s) is over 10% contaminated.

All Thousands-Block transfers shall be mutually agreed to by both the relinquishing and receiving SP. In cases where an SP is requesting to transfer a Thousands-Block within a Non-pooled CO Code to another OCN (including one under its control), the transfer shall change the CO Code from a Non-pooled CO Code to a Pooled CO Code, the following criteria shall be used:

- a) The CO Code Holder shall ensure the CO Code is loaded into the Number Portability Administration Center (NPAC) prior to requesting that the NANPA change a Non-pooled CO Code to a Pooled CO Code.

- b) The NANPA shall use the CO Code OCN and Switching Entity/POI information on record for the Non-pooled CO Code. 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 shall 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 NANPA shall add the Non-pooled CO Code data into NAS and create the BCR records for all 10 Thousands-Block(s) in BIRRDS within seven (7) calendar days. The NANPA 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 NAS 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 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.

9.3.4 Non-pooled CO Code Transfer Process

9.3.4.1 Transfer from Single End-User Customer

The assignment criteria in the following section shall be used by NANPA in reviewing a Part 1 from an 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.

If the Non-pooled CO Code being transferred shall be the Initial CO Code 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.

If a Confirmation of Thousands-Block (NPA-NXX-X) or Central Office (CO) Code (NPA-NXX) In Service - Part 4 is not on file for the Non-pooled CO Code that is being transferred, and the Part 4 due date has passed, then the NANPA shall deny the request to transfer the Non-pooled CO Code until a Part 4 is received from the appropriate regulatory body.

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 1.6 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 (1) of the valid network entity types appropriate for CO Code assignment, and built in the Business Integrated Routing and Rating Database System (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 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 suspend the application and 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 a change to the Effective Date of the transfer may be required. NANPA then shall contact the current CO Code Holder and give them five (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 five (5) business days and the NANPA has written proof from the Applicant that the subscriber has requested the change, the NANPA shall and proceed with the Non-pooled CO Code transfer.

If the current CO Code Holder responds within the same five (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 record 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 record 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.

9.3.4.2 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 an 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 an 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 TNs within that Non-pooled CO Code. Should a regulatory body 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) quantity of Assigned Numbers/Contamination levels within the CO Code;²⁵⁹
- b) dependencies on ancillary services;
- c) 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;
- d) the projected NPA exhaust;
- e) the cutover risks of service interruption when introducing a new Switching Entity/POI to the network;
- f) whether the Non-pooled CO Code has Assigned Numbers (either Assigned or ported numbers) in it;
- g) the length of time needed to complete the Non-pooled CO Code transfer.²⁶⁰

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

If the Non-pooled CO Code being transferred shall be the Initial CO Code 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.

If a Part is not on file for the Non-pooled CO Code that is being transferred, and the Part 4 due date has passed, then the NANPA shall deny the request to transfer the Non-pooled CO Code until a Part 4 is received from the appropriate regulatory body.

An SP needing to establish an LRN shall investigate the feasibility of a voluntary transfer of CO Code Holder responsibilities of an existing Non-pooled CO Code by reviewing its current Inventory, including other OCNs under its control. When a transfer is not an option, the SP should proactively investigate the feasibility of a voluntary transfer of an existing Non-pooled CO Code to avoid opening a new Non-pooled CO Code altogether. An SP is not obligated to perform this investigation if it meets the criteria for the Allocation of a new Non-pooled CO Code, but should do so to assist in prolonging the life of the NPA especially when NPA relief has started. If a voluntary transfer from an existing Pooled CO Code 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. Refer to Section 4.2.3.

²⁵⁹ 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 (3) of the Thousands-Blocks (NPA-NXX-X).

²⁶⁰ 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.

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 <<https://workinggroup.numberportability.com/lnp-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.

When the Non-Pooled CO Code will remain a Non-Pooled CO Code, the receiving SP shall submit the application for a CO Code Modification for OCN: Inter-company.

When the Non-Pooled CO Code will become a Pooled CO Code, the relinquishing SP shall disconnect the Thousands-Block(s) being transferred to the receiving SP and update BIRRDs prior to the receiving SP submitting the CO Code Modification for OCN: Inter-company. The receiving SP shall apply for a new Thousands-Block(s) in the now Pooled CO Code at the same time as it submits the CO Code Modification for OCN: Inter-company application.

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 1.6 of the Part 1. The entry in the "Switching Identification (Switching Entity/POI)" field shall be an active CLLI Code, one (1) 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 the "Comments" field 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) When the transfer is for LRN purposes and the Non-Pooled CO Code is changing to a Pooled CO Code and the receiving SP fails to submit the application for a new Thousands-Block in the now Pooled CO Code at the same time as the CO Code Modification for OCN: Inter-company, NANPA shall deny the CO Code Modification for OCN: Inter-company application.
- e) When the Non-Pooled CO Code is remaining Non-Pooled, 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.
- f) When the Non-Pooled CO Code is changing to a Pooled CO Code, NANPA shall notify the relinquishing SP when the ACD and BCR screen has been successfully updated. It is the responsibility of the SP relinquishing the now Pooled CO Code to arrange for the entry of required changes to BIRRDs data.
- g) When the Non-Pooled CO Code is changing to a Pooled CO Code, NANPA shall notify the receiving SP when the ACD and BCR screen has been successfully updated. It is the responsibility of the SP receiving the now 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 an 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 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 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 FCC Form 502, North American Numbering Plan Numbering Resource Utilization/Forecast (NRUF) Report forecast 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 an SP decides in a merger/acquisition to change the name of the company on an OCN, the SP should contact NECA.²⁶¹

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 Commercial Mobile Radio Service (CMRS) records that are reflected in BIRRDs with an Incumbent Local Exchange Carrier (ILEC) OCN.²⁶²

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 Administrator's Response/Confirmation - Part 3, 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 disconnected, 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).

9.3.5 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 Months to Exhaust Certification Worksheet - TN Level - Appendix 1 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 Telecom Routing Administration (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.

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 approval 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.

An SP that files a tariff for a Rate Center consolidation(s)/change(s) shall notify the NANPA when the tariff is approved by the appropriate regulatory body. 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.²⁶³ The NANPA shall confirm the

²⁶¹ See *ATIS Codes for Identification of Service Providers for Information Exchange (ATIS-0300251.2007)*.

²⁶² Prior to Commercial Mobile Radio Service (CMRS) Service Providers (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.

²⁶³ 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."

Rate Center consolidation(s)/change(s) with the regulatory body and make appropriate update(s) in NAS on the Effective Date of the change(s). SP(s) are not required to submit Part 1 Thousands-Block (NPA-NXX-X) Application applications to reflect this change. The NANPA shall issue a notification when the updates have been made in NAS, identifying the Thousands-Block(s) and CO Codes affected, and provide a list of Rate Centers that shall require forecast updates.

An SP doing a Rate Center consolidation/change in deregulated states (which do not require tariffs or other regulatory filings) shall notify the NANPA indicating that the state is deregulated. The 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 NANPA shall make appropriate update(s) in NAS on the Effective Date of the change(s). SP(s) are not required to submit Part 1 applications to reflect this change. The NANPA shall issue a notification when the updates have been made in 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 NANPA with a copy of the previously approved tariff, the CO Code(s) affected, and the Effective Date the change(s)²⁶⁴ are to be implemented. The NANPA shall verify the changes with the appropriate regulatory body and make necessary updates in NAS. SP(s) are not required to submit Part 1 applications to reflect this change. The 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 NANPA, the SP initiating the change(s), and the appropriate regulatory body with the CO Code(s) involved in the dispute. The 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 body has resolved the dispute.

In a Rate Center consolidation, an SP shall update its FCC Form 502 and Thousands Block Forecast Report - Appendix 3 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 3 forecasts for the Rate Center that is in effect at the time of the SP's NRUF Form 502 and Appendix 3 submissions to avoid submission errors.

9.3.6

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 days²⁶⁵ allotted to CO Code application processing by the NANPA and AOCN input to BIRRDS, and the industry standard of 45 calendar 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 calendar day activation interval prior to the Effective Date, the Effective Date shall be automatically changed in the BIRRDS to ensure a minimum 45 calendar 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 an 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 calendar days.

If an SP must request an expedite, the expedite request and the necessary expedite documentation shall accompany the Part 1 to modify a Non-pooled CO Code in fewer than the standard industry interval of 59 days. Further, if an SP must reschedule the effective date of an existing CO Code such that the 45 calendar 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 calendar 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 seven (7) days. The SP shall provide written confirmation to NANPA of the reduction of the seven (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 seven (7) days.

²⁶⁴ See the Next Generation Interconnection Interoperability Forum (NGIIF) "Recommended Notification Procedures to the Industry for Changes in Access Network Architecture (ATIS-0300046), Attachment B."

²⁶⁵ The 14 calendar day interval is the combination of seven (7) calendar days for the North American Numbering Plan Administrator (NANPA) and seven (7) calendar days for the Administrative Operating Company Number (AOCN).

- 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 “52 calendar day Effective Date” on the Part 1, NANPA shall reduce the Effective Date to the earliest date without compromising the 45 calendar day CO Code activation interval from the date NANPA processes the request.
- b) Activities for the expedited 45 calendar day Interval:
 - 1) The SP shall follow the Next Generation Interconnection and Interoperability Forum (NGIIF) procedures to expedite the 45 calendar day CO Code activation process.²⁶⁶
 - 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 record. If an expedite is approved, the expedite information shall be entered in the BIRRDs ACD record 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.²⁶⁷

10 Mass Modifications

10.1 Thousands-Blocks (NPA-NXX-X)

The information associated with a Thousands-Block assignment or Thousands-Block(s) being retained may change over time. For data integrity reasons, the North American Numbering Plan Administrator (NANPA) 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. The NANPA shall be notified of an Operating Company Number (OCN), Switching Entity/Point of Interconnection (POI) or Thousands-Block Effective Date change for Thousand-Blocks which have already been Assigned. The requested changes should be submitted via the Thousands-Block (NPA-NXX-X) and Central Office Code (NPA-NXX) Application - Part 1, and when necessary, the NPAC Thousands-Block Data - Part 1B. Prior to submitting the Part 1B the SP shall:

- a) Ensure the Service Provider ID (SPID) is loaded in the Number Portability Administration Center (NPAC) in the NPAC region associated with the State, Numbering Plan Area (NPA), and Rate Center on the application at least one (1) calendar day prior to submitting the application. When the SPID is not loaded in the NPAC in the NPAC region associated with the State, NPA, and Rate Center provided on the application, the Part 1B shall be marked For Information Only and a Part 1B shall not be sent to the NPAC.
- b) Ensure the Location Routing Number (LRN) is loaded in the NPAC for the NPAC region associated with the State, NPA, Rate Center, and Service Provider SOA SPID provided on the application at least one (1) calendar day prior to submitting the application. When the LRN is not loaded in the NPAC or the LRN is not in the NPAC region associated with the State, NPA, Rate Center, and Service Provider SOA SPID provided on the application, the Part 1B shall be marked For Information Only and a Part 1B shall not be sent to the NPAC.
- c) Ensure the LRN is loaded in the NPAC for the Local Access and Transport Area (LATA) associated with the State, NPA, and Rate Center provided on the application. When the LRN is not loaded in the NPAC for the LATA associated with the State, NPA, and Rate Center provided on the application, the Part 1B shall be marked For Information Only and a Part 1B shall not be sent to the NPAC.

When the Part 1B was marked as For Information Only due to the SPID or LRN not being in NPAC, the Thousands-Block Applicant (SP receiving the Thousands-Block to be transferred) shall submit a modification request to the NPAC or a Part 1B modification one (1) calendar day after the LRN and the associated SPID are in the NPAC region of the CO Code.

In the case of an intra-company OCN change request, the Thousands-Block Applicant shall indicate in the “Comments” field of the Part 1 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

²⁶⁶ 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.”

²⁶⁷ This is required to ensure facilities are available at the homing tandem and that appropriate Service Provider (SP) notification exists; expedited activation intervals or the rescheduling of existing effective dates to less than 45 calendar days have the potential to cause increased blocking and trouble reports for all SPs.

in the “Comments” field of the Part 1 that there are Assigned Numbers in the Thousands-Block. The NANPA 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 NANPA as long as the effective date is not expedited. The NANPA shall deny mass modification requests with an expedited timeframe as an expedited effective date cannot be accommodated by the Telecom Routing Administration (TRA) Utility Process. The most current spreadsheet may be found at www.nanpa.com. In the case of intra-company OCN change application, the Applicant shall indicate in the email transmission to the NANPA 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 NANPA shall not upload the mass change. The NANPA shall update the BCR tab of the UTIL-BCR-NXD spreadsheet and send it to the SP upon successful completion of the mass modification request. SPs shall update the NXD tab of the UTIL-BCR-NXD spreadsheet received from the NANPA and send it to TRA for processing.

NOTE: Mass modifications only update data in the NANP Administration System (NAS). 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. For data integrity reasons, the North American Numbering Plan Administrator (NANPA) shall be informed of these types of changes to ensure that the record of the Service Provider (SP) responsible for the CO Code and the data associated with the CO Code is accurate. Such changes may occur, for example, because of the transfer of a CO Code to a different SP. The NANPA shall be notified of any changes to the information in Thousands-Block (NPA-NXX-X) and Central Office Code (NPA-NXX) Application - Part 1. This includes changes such as, the tandem homing arrangement, Operating Company Number (OCN), and Switching Entity/Point of Interconnection (POI). If the CO Code Applicant is requesting multiple changes, the Applicant shall indicate all requested changes in Section 1.6 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 in the “Comments” field 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 as long as the effective date is not expedited. The NANPA shall deny mass modification requests with an expedited timeframe as an expedited effective date cannot be accommodated by the Telecom Routing Administration (TRA) Utility Process. The current spreadsheet may be found at www.nanpa.com. 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. NANPA shall update the ACD tab of UTIL-BCR-NXD spreadsheet and send it to the SP upon successful completion of the mass modification request. SPs shall update the NXD tab of the NAS-ACD-NXD-Only-Utility spreadsheet received from NANPA and send it to TRA for processing.

Note: Mass modifications only update data in the 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 calendar days be approved by the NANPA.

11 Reclamation and Disconnect of Numbering Resources

11.1 Thousands-Blocks (NPA-NXX-X)

This section outlines the various responsibilities of the Thousands-Block Holder and the North American Numbering Plan Administrator (NANPA) 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 Donation/disconnect of Thousands-Blocks can be initiated are enumerated in this section.

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Reclamation refers to the process by which Service Providers (SP) are required to donate/disconnect Thousands-Blocks to the NANPA under the direction of the appropriate regulatory body.²⁶⁸ If a state commission declines to exercise the authority delegated to it, the NANPA shall notify the Federal Communications Commission (FCC) with respect to Thousands-Block Reclamation. Such circumstances are under the direction of a regulatory body. SPs may have an opportunity to explain the circumstances causing the delay in activating and commencing assignment of their Thousands-Block(s) to the appropriate regulatory body prior to Reclamation of the Thousands-Block(s).

11.1.1

SPs participating in Thousands-Block Number Pooling shall submit Donations/disconnects for Thousands-Blocks to the NANPA. The NANPA, upon approval of the Donation/disconnect, is responsible for making changes on the BCR record.

11.1.2

Prior to donating/disconnecting 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/disconnecting 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., Spanning Tree Protocol) 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/disconnect does not contain a test line number. If a Thousands-Block being donated/disconnected contains a test line number, the CO Code Holder shall disconnect the test line number before donating/disconnecting 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/disconnect does not contain a Location Routing Number (LRN). If a Thousands-Block being donated/disconnected 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/disconnecting the Thousands-Block. LRNs shall only be established in Thousands-Blocks retained by, or Assigned to, the CO Code Holder; and;
- i) an SP shall use the "Comments" field on the Thousands-Block (NPA-NXX-X) and Central Office Code (NPA-NXX) Application - Part 1 for a disconnect when the Thousands-Block(s) being donated/disconnected 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 donate/disconnect the Thousands-Block(s) via the Part 1 to the NANPA 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

²⁶⁸ 47 CFR § 52.15 (i) (1). If state commissions do not make decisions on Thousands-Block (NPA-NXX-X) Reclamations the Federal Communications Commission (FCC) can order the North American Numbering Plan Administrator (NANPA) to be responsible for Reclamation activities. In such instances, the NANPA should consult with the FCC before conducting this activity, 47 CFR § 52.15 (i) (7).

- c) the Thousands-Block contains no more than 100 Unavailable TNs²⁶⁹ 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 (6) months of the original Effective Date returned on the Administrator's Response/Confirmation - Part 3

11.1.4

When the Thousands-Block(s) is not placed In Service within six (6) months of the original Effective Date returned on the Part 3, the Assignee may apply to the appropriate State Commission point of contact²⁷⁰ 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).²⁷¹ 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 NANPA of the new In Service deadline and indicate to whom the Confirmation of Thousands-Block (NPA-NXX-X) or Central Office (CO) Code (NPA-NXX) In Service - Part 4 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 www.nanpa.com.

11.1.5

When a Thousands-Block Holder is donating/disconnecting a Thousands-Block to the NANPA, the Thousands-Block Holder is required to complete the following fields on the Part 1 in order for the NANPA 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 "Comments" 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 Thousands-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 donated/disconnected if the Thousands-Block does not contain more than 100 Unavailable TNs. This includes the donating/disconnecting Thousands-Block Holder's Unavailable TNs and all other ported TNs identified in NPAC to other SPs.

SPs shall ensure that all donated/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 1 to disconnect 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 donated/disconnected 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.

An SP donating/disconnecting a Thousands-Block containing a test line number shall disconnect the test line number prior to submitting the Part 1 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.

An SP donating/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.

An 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 "Comments" field on the Part 1 disconnect.

When the CO Code is already a Pooled CO Code, SPs disconnect on the NXDrecord in the Business Integrated Routing and Rating Database System (BIRRDS) prior to submitting the Thousands-Block disconnect. When the CO Code is a Non-pooled CO Code the SP shall build the NXDrecords for any Thousands-Blocks being retained

²⁶⁹ 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.

²⁷⁰ 47 CFR § 52.15 (i).

²⁷¹ 47 CFR § 52.15 (i) (4-6).

after the NANPA has approved the disconnect. At the time the NANPA processes the disconnect the NANPA shall update the BCR record in BIRRDS with the Effective Date indicated on the Part 3.

11.1.6

In cases where the Thousands-Block Holder is Exiting the Market voluntarily and donates/disconnects a Thousands-Block indicating that it is over 10% Contamination (101 TNs or more), the SP shall state in the "Comments" field of the Part 1 that it is Exiting the Market. The number of contaminated TNs includes the donating/disconnecting Thousands-Block Holder's Unavailable TNs and all other ported TNs identified in NPAC to other SPs. The NANPA 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 NANPA in re-allocating the Thousands-Block, if TNs ported to other SPs are found within the Thousands-Block. The NANPA 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 donated/disconnected by the SP is over 10% contaminated and the SP does not indicate it is Exiting the Market, the NANPA shall deny the disconnect.

11.1.7

When a Thousands-Block is reclaimed or it is voluntarily donated/disconnected and a new Thousands-Block Holder cannot be found, the NANPA shall send Telecom Routing Administration (TRA) written notice from the regulatory body for TRA to disconnect the NXD record for the Thousands-Block in BIRRDS for industry notification of the disconnect when there is no Administrative Operating Company Number (AOCN) of record (EMB1). When there is an AOCN of record, NANPA shall send the TRA confirmation that the regulatory body has reclaimed the resource for TRA to disconnect the NXD record seven (7) calendar days after the reclamation has been approved by the appropriate regulatory body to give the AOCN time to update the record.

11.1.8

If the BIRRDS NXD COCTYPE is PLN, SIC, TST, AIN, BLG, BRD, CDA, CTV, ENP, FGB, HVL, N11, ONA, RTG, UFA, or 700 or the SSC is A, NANPA shall deny the application.

11.1.9

Thousands-Block Applicants requiring an Effective Date more than 33 calendar days after the date the NANPA receives the application shall specify their desired Effective Date. An application without requesting a "24 calendar day Effective Date" shall be Assigned the minimum Effective Date of 24 calendar days after the Allocation Date; this allows five (5) calendar days for AOCN entry of data into BIRRDS plus the 19 calendar-day notification interval. The NANPA 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 two (2) day NPAC update.

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

- a) The requesting SP shall indicate on the Part 1 that this is an expedited request with its desired Effective Date.
 - 1) To expedite all Thousands-Blocks in a multi-Thousands-Block application, the requesting SP shall select "Yes" for Request Expedited Treatment.
 - 2) To expedite one (1) or more but not all Thousands-Blocks in a multi-Thousands-Block application, the SP shall select "No" for Request Expedited Treatment but shall include a statement in the "Comments" field indicating which Thousands-Block(s) is/are to be expedited.
- b) The NANPA 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 maximum seven (7) calendar days. The NANPA shall expedite such requests when it can do so without

failing to meet its seven (7) calendar day application processing interval for other SPs. The NANPA 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 (9) calendar days after the issuance of the Part 3. This allows for the NANPA and AOCN to update BIRRDs for LERG Routing Guide daily updates. The AOCN shall agree to perform the BIRRDs update in two (2) calendar days rather than the usual seven (7) calendar days. This also allows three (3) 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 an SP is unable to identify the SP to whom a Thousands-Block has been Assigned when responding to a customer trouble report.

11.1.10 Thousands-Blocks Donated/Disconnected in Error

If an SP donates/disconnects a Thousands-Block to the NANPA in error and the Thousands-Block disconnect application has been processed but the Effective Date of the disconnect has not yet passed, the SP may cancel the Thousands-Block disconnect in the NANP Administration System (NAS).

If an SP donates/disconnects a Thousands-Block in error and the Thousands-Block disconnect application has been processed, but the Effective Date of the Donation/disconnect 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 1.

- 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 1 to reserve the Thousands-Block while it seeks a safety valve waiver from the appropriate regulatory body. The SP shall provide a statement of certification including the date the waiver was submitted and the denial tracking number from NAS for the waiver request (if available) to the NANPA via the "Comments" field on the Part 1. Thousands-Blocks shall remain in a reserved status for three (3) months from the date the Part 3 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. An SP may request one (1) three (3) month reservation extension if the appropriate regulatory body has not acted upon the SP's waiver request by the original Thousands-Block reservation expiration date. An SP shall cancel its Thousands-Block(s) reservation in NAS immediately when the SP determines that it no longer needs the Thousands-Block(s) or the appropriate regulatory body 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 1, and include a statement in the "Comments" field certifying that the Thousands-Block was donated/disconnected in error and is more than 10% contaminated. In NAS, the SP shall select the radio button labeled Over-Contaminated Thousands-Block Exception on the Months to Exhaust Certification Worksheet - TN Level - Appendix 1, which waives the MTE and utilization requirements and allows the application to be submitted (See NAS Service Provider & Service Provider Consultant User Guide www.nanpa.com for more information).

11.1.11 NANPA Thousands-Block Number Pooling Responsibilities

11.1.11.1

The NANPA 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 an SP by the NANPA.

11.1.11.2

The NANPA shall contact any Thousands-Block Assignee identified as not having donated/disconnected 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;
- c) Allocated, but not placed In Service within six (6) months of the original Effective Date returned on the Part 3;
- d) Allocated, but not used in conformance with these guidelines.

11.1.11.3

If the NANPA has not received a Part 4 during the first five (5) months following the original Effective Date returned on the Part 3, then the NANPA shall send, via electronic mail, a reminder notice to the Thousands-Block Assignee. The notice shall be sent during the first 10 calendar days of the sixth (6) month, and shall direct the

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Thousands-Block Assignee to do one (1) of the following by the end of the sixth (6) month after the original Effective Date:

- a) If the Thousands-Block is In Service, submit a Part 4 to the NANPA;
- b) If the Thousands-Block is no longer needed or not In Service, donate/disconnect the Thousands-Block by submitting a Part 1;
- 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 NANPA:

- a) If the Pooled CO Code was requested for a dedicated customer, submit the Part 4
- b) If the Pooled CO Code was requested to replenish the pool, submit the Part 4 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 4 for each Thousands-Block that was Assigned from the Pooled CO Code.

The NANPA shall then complete one (1) Confirmation of Pooled CO Code In Service - Part 4 Pooled Code (PC) 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 10 calendar days of each calendar month, the NANPA shall prepare and forward a spreadsheet of all existing and newly identified delinquent Thousands-Blocks to the appropriate regulatory body. 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 Thousands-Block, the NANPA shall notify the Thousands-Block Holder advising them of the Effective Date of the disconnect of the Thousands-Block.

If a Part 4 is returned to the NANPA for a Thousands-Block appearing on the delinquent list and an extension has not been granted, the Part 4 shall be or denied with a reminder for the Thousands-Block Holder to return the Part 4 to the appropriate state commission or to the FCC.

11.1.11.4

If the NANPA has not received a Part 4 by the due date and the SP is no longer able to submit the Part 4 via NAS, then the NANPA shall send, via electronic mail, a notice to the Thousands-Block Assignee. The notice shall be sent one (1) day after the Part 4 due date, and shall direct the Thousands-Block Assignee to do one (1) of the following immediately:

- a) If the Thousands-Block is In Service, submit a manual Part 41 to the appropriate regulatory body;
- b) If the Thousands-Block is no longer needed or not In Service, donate/disconnect the Thousands-Block by submitting a Part 1;
- c) Or request an extension from the appropriate regulatory body per Section 11.1.4.

11.1.11.5

The NANPA shall make the Thousands-Block Available for Reassignment 45 calendar days after the Thousands-Block Disconnect Part 3 Effective Date. The NANPA shall publish the Thousands-Block's Block Available Date in the Assigned, Retained, & Available Blocks Report and the Available Blocks Report on its public website.

11.1.11.6

Whether a Thousands-Block is reclaimed or voluntarily donated/disconnected, the NANPA is responsible for disconnecting the BCR record in BIRRDs .

11.1.11.7

If the reclaimed or donated/disconnected Thousands-Blocks have been entered into the NPAC, the NANPA shall also notify the NPAC of those Thousands-Blocks by completing the Thousands-Block Reclamation Form - Part 5, Sections A and B. Notification should include the Thousands-Block range and the Effective Date of the disconnect. Upon completion of Reclamation at the NPAC, the NPAC shall notify the NANPA that the Thousands-Block has been removed from the NPAC by completing, Part 5, Section C.

In cases where Thousands-Blocks are voluntarily donated/disconnected, the NANPA shall request an ad hoc report from NPAC within five (5) calendar days (not to exceed two (2) requests per week) of providing a Part 3 suspend to the Thousands-Block Holder. While the NPAC has no specific timeframe in which to provide the ad hoc report to the NANPA, the NPAC is usually able to provide the report within seven (7) calendar days of the NANPA's request. Within seven (7) calendar days of receiving the ad hoc report from the NPAC, the NANPA shall review the report to determine the Thousands-Block's level of Contamination and provide the appropriate Part 3

approval or denial to the Thousands-Block Holder. Thousands-Blocks may only be voluntarily donated/disconnected with over 10% Contamination when the SP is Exiting the Market (see Section 11.1.6), in which case a second Part 3 shall not be provided until a new Thousands-Block Holder is found. If the Thousands-Block being donated/disconnected by the SP is 10% or less contaminated, the NANPA shall approve the disconnect.

If the Thousands-Block being donated/disconnected by the SP is over 10% contaminated and the SP does not indicate it is Exiting the Market, the NANPA shall deny the disconnect.

If the only active or pending LNP Ports on the Thousands-Block are ISP Ports in a Thousands-Block that is over 10% contaminated, the NANPA shall, within seven (7) calendar days of receiving the ad hoc report from the NPAC, process a Part 3 denial. The NANPA shall provide the reason for the denial on the Part 3.

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 donating/disconnecting the Thousands-Block has indicated that it is Exiting the Market, the NANPA shall, within seven (7) 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 (5) business days from the date of receipt of the NANPA's notification to respond with a complete and accurate Part 1 Thousands-Block modification inter-OCN (transfer) request. If the SP with the most ports does not respond, the NANPA shall contact all affected SPs shown on the NPAC report requesting that one (1) of those SPs become the new Thousands-Block Holder. The SPs with ported TNs shall have five (5) business days from the date of receipt of the NANPA's notification to respond with a complete and accurate Part 1 Thousands-Block modification inter-OCN (transfer) request. If this Thousands-Block shall be the Initial Thousands-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 NANPA shall use the latest contact information 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 NANPA.

- a) The first SP to respond to the NANPA with a complete and accurate Part 1 Thousands-Block modification inter-OCN (transfer) request shall become the new Thousands-Block Holder. Only the receipt of a Part 1 Thousands-Block modification inter-OCN (transfer) request via NAS shall be accepted as an official request. The NANPA shall process the Thousands-Block transfer request and provide a Part 3 to the new Thousands-Block Holder. The NANPA also shall notify all SPs on the original distribution that a new Thousands-Block Holder has been selected.
- b) After processing and approving the Thousands-Block modification inter-OCN (transfer) request, the NANPA shall process a Part 3 denial for the disconnect to the original Thousands-Block Holder and provide the Thousands-Block transfer Effective Date on the Part 3.
- c) The NANPA shall modify the existing BCR record in BIRRDS 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 (5) business days or all decline to become the new Thousands-Block Holder, the NANPA shall request the appropriate regulatory body'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 body directs the NANPA to disconnect all ports, via written confirmation (e.g., email) the NANPA shall provide the NPAC with written notice from the appropriate regulatory body reclaimed the Thousands-Block 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 North American Numbering Plan Administrator (NANPA).

11.2.2

Reclamation refers to the process by which Service Providers (SP) are required to disconnect CO Codes to the NANPA.²⁷² 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.²⁷³ The NANPA shall abide by the state commission's determination.²⁷⁴ If a state commission declines to exercise the authority delegated to it, the NANPA shall notify the Federal Communications Commission (FCC) with respect to CO Code Reclamation.²⁷⁵ Such circumstances are under the direction of a regulatory body. 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 body prior to Reclamation of the Pooled CO Code(s).²⁷⁶

11.2.3

An SP shall disconnect a Pooled CO Code, when:

- a) Assigned, but no longer in use;
- b) it is no longer needed for the purpose for which it was requested and Assigned;
- c) the service it was Assigned for is disconnected; or
- d) the Pooled CO Code(s) was not placed In Service²⁷⁷ within six (6) months from the original Effective Date returned on the Administrator's Response/Confirmation - Part 3; or
- e) Assigned, but not used in conformance with these assignment guidelines

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.²⁷⁸ 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 Confirmation of Thousands-Block (NPA-NXX-X) or Central Office (CO) Code (NPA-NXX) In Service - Part 4 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

Thousands-Blocks (NPA-NXX-X) that were previously donated/disconnected by the original CO Code Holder shall remain in the pool.

11.2.5

These guidelines also apply in Jeopardy/rationing situations.

11.2.6

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 Donation/disconnect 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.

11.2.7

An SP has the option to refuse a CO Code re-allocation, but should provide an explanation to the NANPA for its refusal. Refusal shall not adversely impact any pending CO Code/Thousands-Block assignment request because it is unrelated to the re-allocation.

²⁷² 47 CFR § 52.15 (i) (1)

²⁷³ 47 CFR § 52.15 (i) (2)

²⁷⁴ 47 CFR § 52.15 (i) (5)

²⁷⁵ 47 CFR § 52.15 (i) (7)

²⁷⁶ 47 CFR § 52.15 (i) (4)

²⁷⁷ See definition of "In Service" in the Glossary.

²⁷⁸ 47 CFR § 52.15 (i) (2)

11.2.8

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.

11.2.9

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 five (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 (5) 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 Service Provider ID (SPID) attribute in the NPA-NXX, NPA-NXX-X, Location Routing Number (LRN) as well as the respective SV or number pool block records. This process supports NPAC Users that require assistance migrating Local Number Portability (LNP) data associated with one (1) SPID to one (1) 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.

11.2.10 Voluntary Disconnects of Pooled CO Codes**11.2.10.1**

An SP that voluntarily disconnects:

- 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 Thousands-Block (NPA-NXX-X) and Central Office Code (NPA-NXX) Application - Part 1 to disconnect a Pooled CO Code containing Thousands-Blocks Assigned to other SPs, the CO Code Holder shall remove its LRNs and disconnect 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 CO Code Holder disconnecting the code, the NANPA shall request the NPAC to remove the LRN. NANPA shall deny the disconnect 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 Intra Service Provider (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 disconnect 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 disconnect 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 CO Code Holder disconnecting the CO Code, the 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.

11.2.10.2

An SP that voluntarily disconnects 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 ISP Ported) if the CO Code is being disconnected for any of the following reasons:

- a) Regulatory Direction – CO Code Holder change or for any reason a regulatory body 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 (1) 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 disconnecting the Pooled CO Code in the “Comment” field on the Part 1. When a valid reason is provided, the NANPA 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 NANPA.

If no reason is provided, the NANPA shall assume that neither of the above two (2) exceptions apply and proceed with the application for the Part 1 disconnect per the process in the applicable subsequent paragraphs.

11.2.10.3

The SP disconnecting the Pooled CO Code has the responsibility to assure that affected parties, especially any end-users, are notified consistent with state or regulatory requirements.

11.2.10.4

Prior to submitting the Part 1 to disconnect a Pooled CO Code to the NANPA, it is the responsibility of the SP disconnecting the Pooled CO Code to remove any LRN record it has associated with the disconnecting 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 disconnecting Pooled CO Code shall be disconnected, as the disconnecting CO Code Holder shall not be allowed to retain any numbers from the disconnecting 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.

11.2.10.5

In the event that a Pooled CO Code dedicated for a single customer’s use 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 disconnecting SP shall include in the “Comments” 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 NANPA shall use the Pooled CO Code disconnect, and associated NPAC report to shall complete the disconnect of the Pooled CO Code dedicated for a single customer’s use and create the Thousands-Block Reclamation Form - Part 5 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 and 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 LRNs or ISP Ports identified on the NPAC report, NANPA shall deny the CO Code disconnect.

11.2.10.6

A CO Code Holder has the option to donate/disconnect 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/disconnect of the Thousands-Block(s), and there is no LRN established within any of the Thousands-Blocks.

11.2.10.7

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 NANPA. SPs shall not enter Pooled CO Code disconnect information in appropriate databases until the NANPA has approved the request to disconnect the Pooled CO Code and has responded with a Part 3 with the disposition of Approved. The CO Code Holder of a Pooled CO Code shall disconnect all Thousands-Blocks in the Pooled CO Code to the Industry Inventory Pool prior to disconnecting a Pooled CO Code.

11.2.10.8

CO Code Applicants shall request an Effective Date at least 59 calendar days after the request is submitted to the NANPA via the NANP Administration System (NAS). The 59 calendar day interval is derived by adding the 14 calendar days²⁷⁹ allotted to CO Code request processing (by the NANPA) and Administrative Operating Company Number (AOCN) input to Business Integrated Routing and Rating Database System (BIRRDs), and the industry standard of 45 calendar 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 calendar day activation interval prior to the Effective Date, the Effective Date shall be automatically changed in the appropriate Telecom Routing Administration (TRA) databases to ensure a minimum 45 calendar day activation interval.

Applications to disconnect a 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 an 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 calendar days.

If an 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 59 calendar days.

a) The expedited 14-day Interval activities:

- 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 seven (7) calendar days. The SP shall provide written confirmation to the NANPA of the reduction of the seven (7) calendar 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 "Comments" field. Doing so will reduce the AOCN period down from seven (7) calendar days.
- 2) Then, the SP submits the Part 1 through the NANPA with the attached confirmation from the AOCN if applicable. When the SP requests to receive the "52 calendar day Effective Date" on the Part 1, NANPA shall reduce the Effective Date to the earliest date without compromising the 45 calendar day CO Code activation interval from the date NANPA processes the request.

b) The expedited 45 calendar day Interval activities:

- 1) The SP shall follow the Next Generation Interconnection and Interoperability Forum (NGIIF) procedures to expedite the 45 calendar day CO Code activation process.²⁸⁰
- 2) To disconnect an existing Pooled CO Code, NANPA has the direct role of entering the Effective Date of the disconnect on the ACD record. If an expedite is approved, the expedite information shall be entered on the BIRRDs ACD record as well. Under no circumstances shall a disconnect interval of less than 30 calendar days be approved by the NANPA.

²⁷⁹ The 14 calendar day interval is the combination of seven (7) calendar days for the North American Numbering Plan Administrator (NANPA) and seven (7) calendar days for the Administrative Operating Company Number (AOCN).

²⁸⁰ 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."

11.2.11

This section describes the responsibilities of NANPA, and SPs in situations when an SP is disconnecting 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 Disconnect of Pooled CO Codes with no Thousands-Blocks Assigned to another SP
- b) Voluntary Disconnect of Pooled CO Codes with Thousands-Blocks Assigned to other SPs and the CO Code Holder has no working numbers
- c) Voluntary Disconnect of Pooled CO Codes with Thousands-Blocks Assigned to other SPs and the CO Code Holder is retaining working numbers

11.2.11.1

CO Code Holders that voluntarily disconnect a Pooled CO Code containing no Thousands-Blocks Assigned to another SP.

11.2.11.1.1

In the case where there are no Thousands-Blocks Assigned to SPs other than the CO Code Holder, and the disconnecting SP still maintains Assigned Thousands-Blocks, retained Thousands-Blocks, working numbers (including intra and/or inter SP ports) or LRNs, NANPA shall deny the disconnect 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 disconnect was denied.

When such a CO Code disconnect request is denied, the incumbent CO Code Holder shall make the appropriate updates (e.g., disconnect retained or assigned Thousands-Blocks, disconnect ISPs and remove LRNs) prior to resubmitting the application to disconnect the Pooled CO Code.

11.2.11.1.2

In the case where no Thousands-Blocks are Assigned to SPs other than the CO Code Holder, and the disconnecting SP has no Assigned Thousands-Blocks, retained Thousands-Blocks, working numbers (including intra and/or inter SP ports) or LRNs, the NANPA 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 LNP ports, including ISP Ports or LRNs, the NANPA shall process the Part 1 using the NPAC ad hoc report data and proceed with the disconnect.

11.2.11.1.3

In the case where no Thousands-Blocks are Assigned to SPs other than the CO Code Holder, and the disconnecting 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 an SP other than the CO Code Holder the NANPA shall:

- a) Create a Part 3 suspend informing the SP that a new CO Code Holder is needed. The NANPA 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 disconnecting NXD record.
- 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 NANPA 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 NANPA 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 NANPA 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 NANPA shall email all SPs with ported TNs informing them of the CO Code Holder's intention to disconnect. The 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

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overall. The NANPA shall provide a specific response due date, which is 10 calendar days from the date of email issuance. The NANPA shall use the latest contact information that NANPA has on file for the impacted SPs. Further, SPs also may designate a special contact for this purpose by providing contact information to the NANPA.

- 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 Part 1 intercompany OCN change request, or email the NANPA 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.²⁸¹ Only the receipt of a Part 1 by the NANPA shall be accepted as an official request for the Pooled CO Code. The NANPA shall provide a Part 3 to the original CO Code Holder and the new CO Code Holder.

The NANPA also shall notify all SPs with ported TNs that were previously contacted that a new CO Code Holder has been selected.

- g) If an 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.²⁸² 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.²⁸³ The entry in the "Switching Identification (Switching Entity/POI)" field shall be an active Common Language[®] Location Code (CLLI Code), one (1) 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. NANPA shall provide a Part 3 denial to the SP disconnecting 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.²⁸⁴
- 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 disconnecting the Pooled CO Code. NANPA also shall include in the Part 3 to the SP disconnecting 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.
- j) The NANPA shall modify all of the Available Thousands-Blocks within the transferring Pooled CO Code to be effective one (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.

11.2.11.1.4

In the case where no Thousands-Blocks are Assigned to SPs other than the CO Code Holder, and the disconnecting 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 NANPA shall:

- a) Verify that the NPAC ad hoc report showed active and/or pending ports to the other SPs, and 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:

²⁸¹ Months to Exhaust (MTE) and utilization requirements are waived.

²⁸² See Section 8.2.

²⁸³ The North American Numbering Plan Administrator (NANPA) shall work with the new CO Code Holder to determine if a Confirmation of Thousands-Block (NPA-NXX-X) or Central Office (CO) Code (NPA-NXX) In Service - Part 4 is necessary.

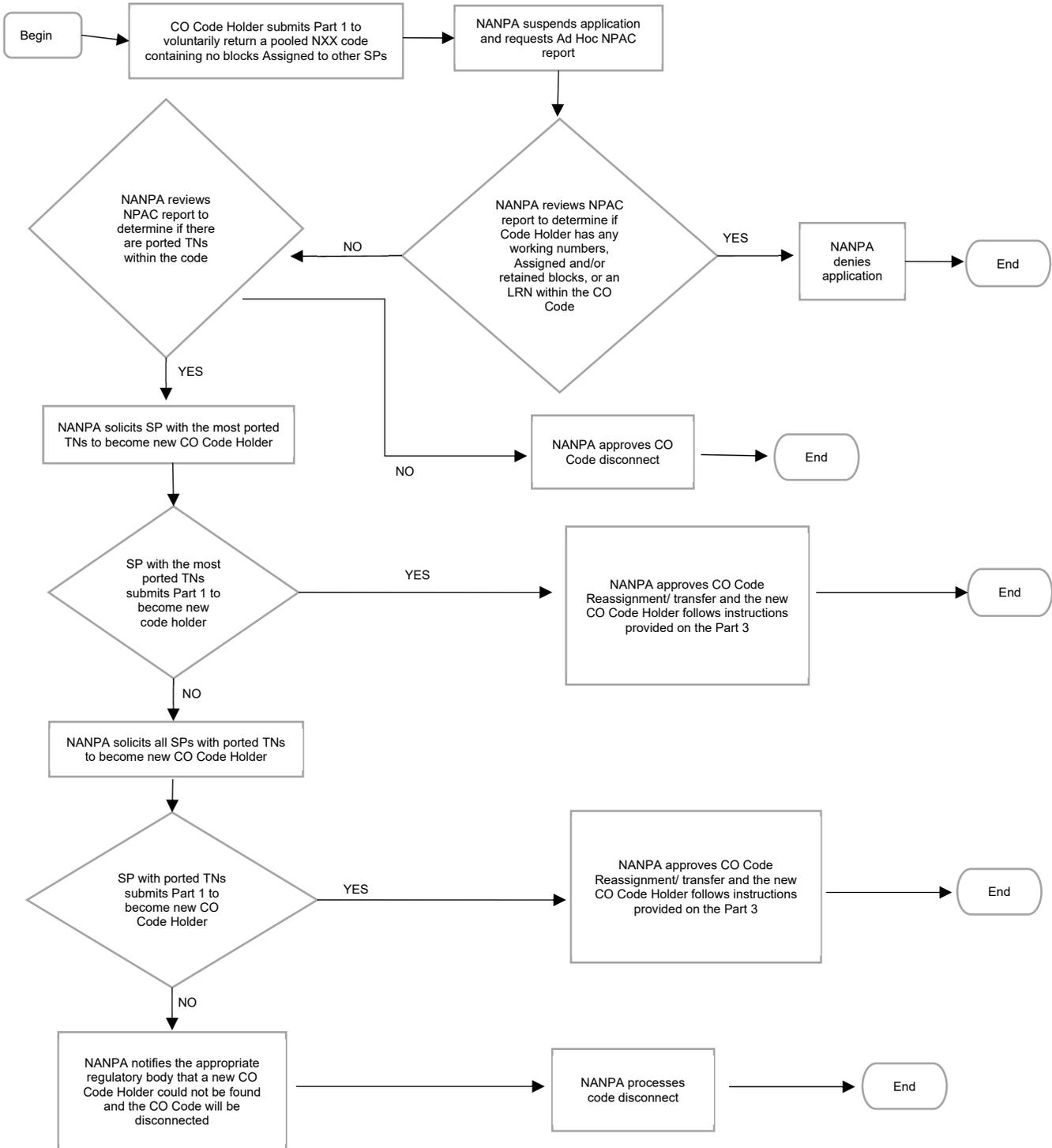
²⁸⁴ It is the responsibility of the new CO Code Holder to contact the original CO Code Holder if the Pooled Central Office (CO) Code (NPA-NXX) transfer does not occur on the Effective Date originally indicated on the Administrator's Response/Confirmation - Part 3 denial so that the original CO Code Holder can continue to maintain default routing until the new Effective Date.

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- a) Notify the appropriate regulatory body 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 original CO Code Holder approving the Pooled CO Code disconnect 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) Disconnect the ACD record in BIRRDS when the disconnect is approved. The SP disconnecting the Pooled CO Code subsequently shall disconnect the NXD record in BIRRDS. An edit in BIRRDS ensures that the CO Code disconnect Effective Date on the NXD record matches the CO Code disconnect Effective Date on the ACD record. Delays in disconnecting the NXD record 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 disconnected Pooled CO Code after the effective disconnect date.

Following is a flow chart depicting the processes outlined in Section 11.2.11.1 above.

Section 11.2.11.1 Flow chart: CO Code Holders that voluntarily disconnect a Pooled CO Code containing no Thousands-Blocks assigned to another SP



11.2.11.2

CO Code Holders that voluntarily disconnect 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.

11.2.11.2.1

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 disconnecting SP still maintains Assigned Thousands-Blocks, retained Thousands-Blocks or LRNs, the NANPA shall use the NPAC report data to deny the disconnect 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 disconnect was denied.

When such a CO Code disconnect request is denied, the incumbent CO Code Holder shall make the appropriate updates (e.g., disconnect retained or Assigned Thousands-Blocks, disconnect ISPs and remove LRNs) prior to resubmitting the request to disconnect the Pooled CO Code.

11.2.11.2.2

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 NANPA shall:

- a) Create a Part 3 suspend informing the SP that a new CO Code Holder is needed. The NANPA 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 disconnecting the NXD record.
- 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 Thousands-Blocks within the CO Code and the Thousands-Block Holder of Each Thousands-Block. In the email notification, the NANPA 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 NANPA 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 NANPA 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 NANPA shall email all Thousands-Block Holders informing them of the CO Code Holder's intention to disconnect. In the email notification, the NANPA 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 NANPA that it could not become the new CO 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 CO Code. The NANPA shall provide a specific response due date, which is 10 calendar days from the date of email issuance. The NANPA shall use the latest contact information that NANPA 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 NANPA.
- 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 Part 1 intercompany OCN change request, or email the NANPA 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.²⁸⁵ Only the receipt of a Part 1 by the NANPA shall be accepted as an official request for the Pooled CO Code. The NANPA shall use the Part 1, along with the original Part 1 disconnecting the Pooled CO Code for the Pooled CO Code Reassignment and provide a Part 3 to the original CO Code

²⁸⁵ Months to Exhaust (MTE) and utilization requirements are waived.

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Holder and the new CO Code Holder. The NANPA also shall notify all Thousands-Block Holders that were previously contacted that a new CO Code Holder has been selected.

- g) If no Thousands-Block Holders respond to the request for a new CO Code Holder, the NANPA 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 NANPA shall email all SPs with ported TNs informing them of the Code Holder's intention to disconnect. The 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. The NANPA shall provide a specific response due date, which is 10 calendar days from the date of email issuance. The NANPA shall use the latest contact information that NANPA has on file for the impacted SPs. Further, SPs also may designate a special contact for this purpose by providing contact information to the NANPA.
- h) 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 Part 1 intercompany OCN change request, or email the NANPA with an explanation why they cannot become the new CO Code Holder.
- i) The first SP with ported TNs to respond with a complete and correct Part 1 shall become the new Code Holder.²⁸⁶ Only the receipt of a Part 1 by the NANPA shall be accepted as an official request for the Pooled CO Code. The NANPA shall forward the Part 1 intercompany OCN change request, along with the original CO Code Part 1 disconnecting the Pooled CO Code for the Pooled CO Code reassignment/transfer and provide a Part 3 to the original Code Holder and the new Code Holder.
- j) The NANPA 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.
- k) If an SP agrees to assume responsibility for the Pooled CO Code and to expedite²⁸⁷ 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 9.2.8). 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.
- l) NANPA shall process the Part 1 and provide a Part 3 to the new CO Code Holder.²⁸⁸ The entry in the Switching Entity/POI field shall be an active CLLI Code, one (1) 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 Part 3 denial to the SP disconnecting 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.²⁸⁹
- m) 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 disconnecting the Pooled CO Code. NANPA also shall include in the Part 3 to the SP disconnecting 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.
- n) The NANPA shall modify all of the available Thousands-Blocks within the transferring Pooled CO Code to be effective one (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.

²⁸⁶ Months to Exhaust (MTE) and utilization requirements are waived.

²⁸⁷ See Section 9.2.8.

²⁸⁸ North American Numbering Plan Administrator (NANPA) will work with the new CO Code Holder to determine if a Confirmation of Thousands-Block (NPA-NXX-X) or Central Office (CO) Code (NPA-NXX) In Service - Part 4 for the Central office (CO) Code (NPA-NXX) is necessary.

²⁸⁹ 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 Administrator's Response/Confirmation - Part 3 denial so that the original CO Code Holder can continue to maintain default routing until the new effective date.

11.2.11.2.3

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 NANPA shall:

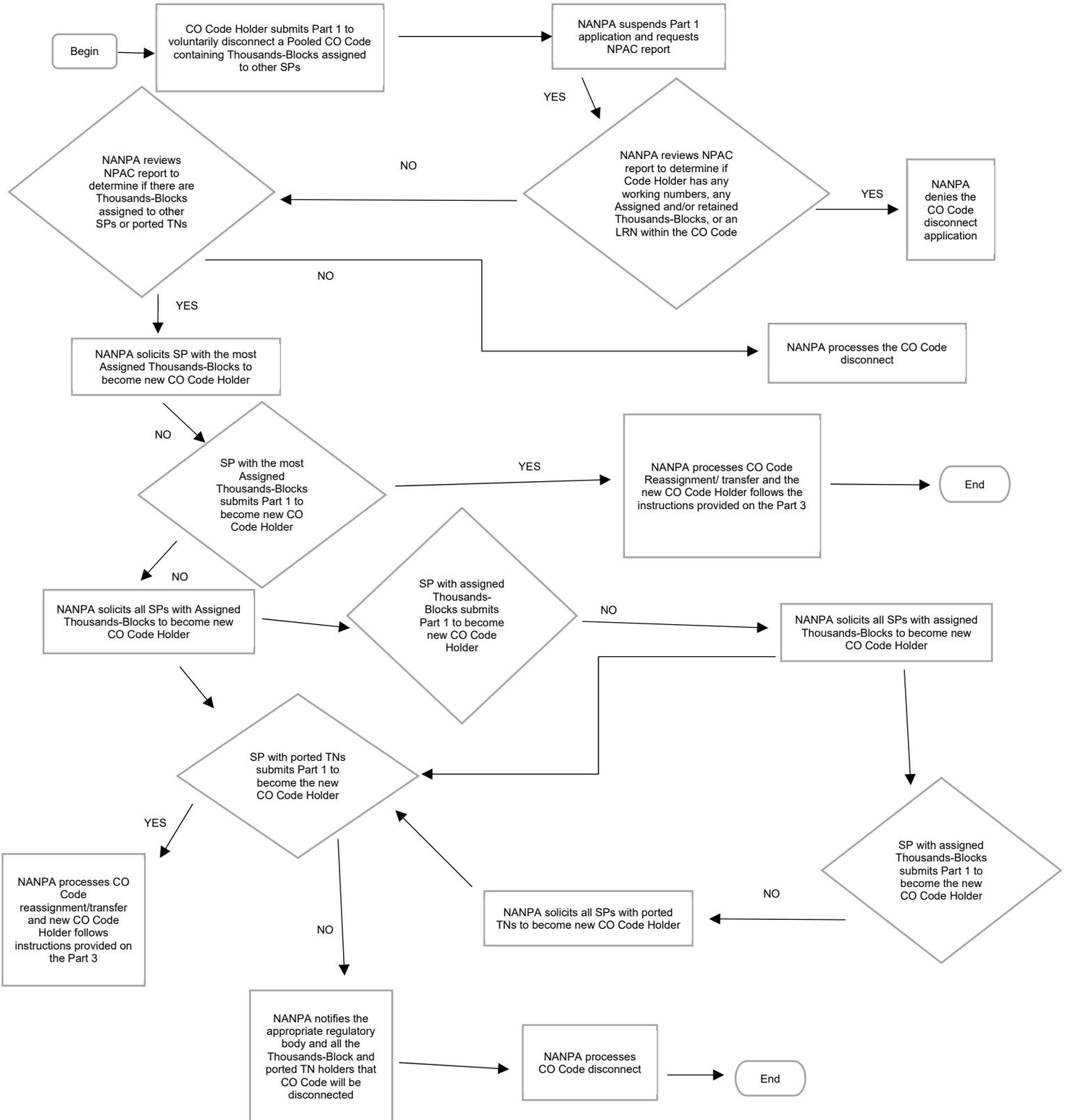
- a) Verify that there are Assigned or retained Thousands-Blocks within the CO Code and the NPAC ad hoc report showed active and/or pending ports and no SPs responded to requests to become the CO Code Holder.

then the NANPA shall:

- a) Notify the appropriate regulatory body 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 disconnecting 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 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) Disconnect the ACD record in BIRRDS when the disconnect is approved. The SP disconnecting the Pooled CO Code subsequently shall disconnect the NXD record in BIRRDS. An edit in BIRRDS ensures that the CO Code disconnect Effective Date on the NXD record matches the CO Code disconnect Effective Date on the ACD record. Delays in disconnect the NXD record 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 11.2.11.2 above.

Section 11.2.11.2 Flow chart: CO Code Holders that voluntarily disconnect a pooled CO Code containing Thousands-Blocks assigned to other SPs and where the CO Code Holder has no working numbers (including intra and/or inter SP ports) in the Pooled CO Code



11.2.11.3

CO Code Holders that voluntarily disconnect 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.

11.2.11.3.1

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 disconnecting SP still maintains Assigned Thousands-Blocks, retained Thousands-Blocks or LRNs, the NANPA shall deny the disconnect 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 disconnect was denied.

When such a code disconnect request is denied, the incumbent CO Code Holder shall make the appropriate updates (e.g., disconnect retained or Assigned Thousands-Blocks and remove LRNs) prior to resubmitting the application to disconnect the Pooled CO Code.

11.2.11.3.2

In the case where there are Thousands-Blocks Assigned to Thousands-Block Holders other than the CO Code Holder, and the disconnecting 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 NANPA shall:

- a) Create a Part 3 suspend informing the SP that a new CO Code Holder is needed. The NANPA 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 disconnecting the NXD record.
- b) 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 intention to transfer the CO Code and retain working numbers within it. In the email notification, the NANPA shall identify the Assigned or retained 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 NANPA 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 NANPA 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 NANPA 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 NANPA shall identify the Assigned or retained Thousands-Blocks within the CO Code and the Thousands-Block Holder of each Thousands-Block. The NANPA 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 NANPA shall provide a specific response due date, which is 10 calendar days from the date of email issuance. The NANPA shall use the latest contact information that NANPA 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 NANPA.
- 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 Part 1 intercompany OCN change request, or email the NANPA with an explanation why they cannot become the new CO Code holder.
- f) The first Thousands-Block Holder to respond with a complete and correct Part 1 shall become the new CO Code Holder.²⁹⁰ Only the receipt of a Part 1 by the NANPA shall be accepted as an official request for the Pooled CO Code. The NANPA shall use the Part 1, along with the original Part 1 disconnecting the

²⁹⁰ Months to Exhaust (MTE) and utilization requirements are waived.

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Pooled CO Code for the Pooled CO Code Reassignment and provide a Part 3 to the original CO Code Holder and the new CO Code Holder.

The NANPA also shall notify all Thousands-Block Holders that were previously contacted that a new CO Code Holder has been selected.

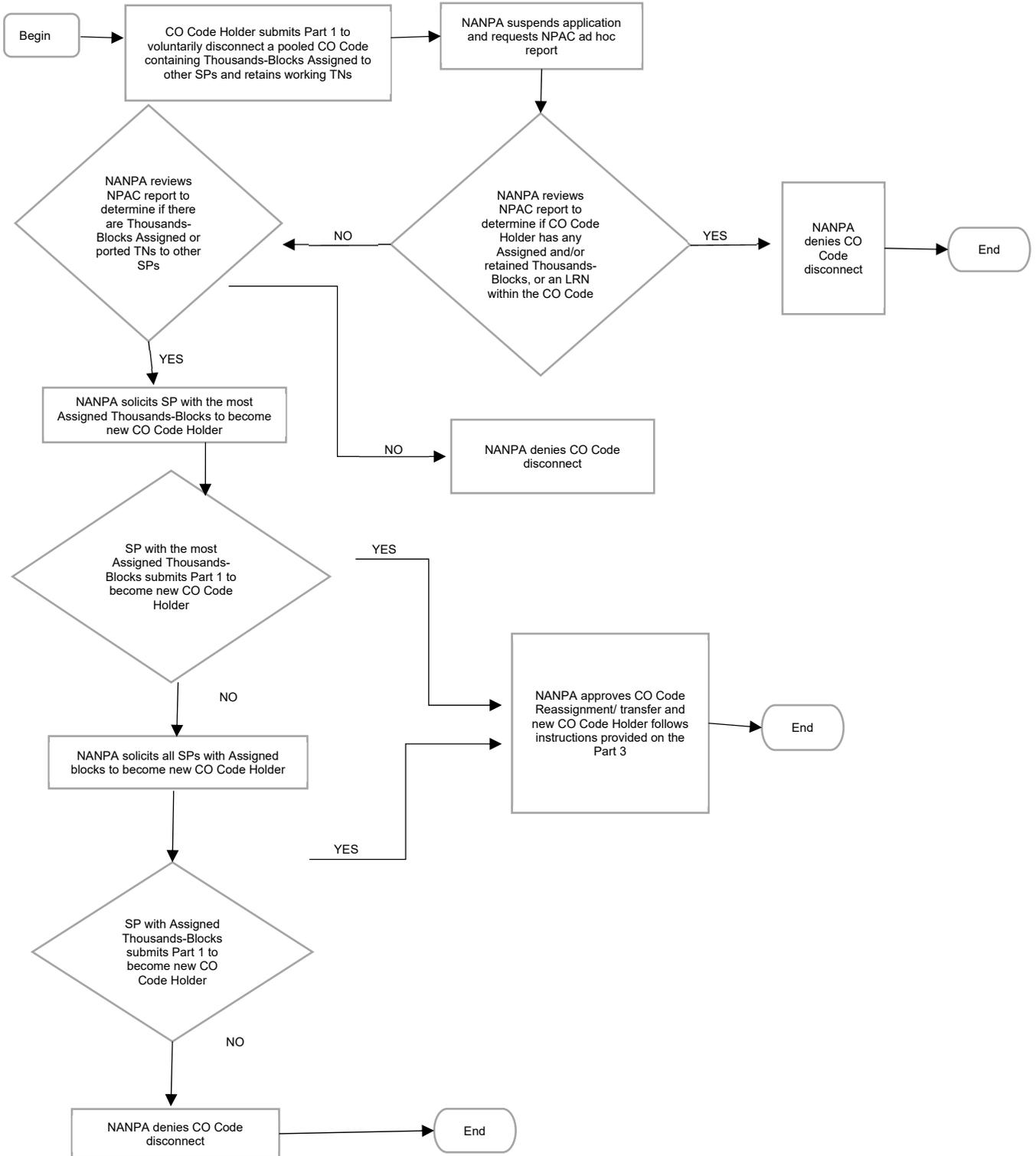
11.2.11.3.3

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 NANPA shall issue a Part 3 denial to the original CO Code Holder denying the Pooled CO Code disconnect. 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.

Section 11.2.11.3 Flow chart: CO Code Holders that voluntarily disconnect 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 CO Code



11.2.12

If an SP that was originally contacted by the NANPA because the SP had Thousands-Block(s) Assigned or active or pending LNP Ports on the disconnected 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 NANPA no less than 15 business days prior to the Effective Date of the disconnect.²⁹¹ NANPA then shall reassign the Pooled CO Code to the SP.

The 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 an 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 body. Upon receiving both written confirmation (i.e., email) from the regulatory body and a valid Part 1 from the SP 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 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 disconnected Pooled CO Code after NANPA has issued a Part 3 disconnect,²⁹² NANPA shall, after having received and processed a valid Part 1 intercompany OCN change from an SP, 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 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, an SP should not be obligated to maintain default routing more than 59 calendar days after filing a valid Part 1 indicating its intent to disconnect the Pooled CO Code, but delays in Thousands-Block Holders and/or SPs with ported TNs responding to the NANPA's request to become the new CO Code Holder can extend the time to maintain default routing beyond 59 calendar days. Further, delays in disconnecting or entering the CO Code Holder Reassignment on the NXD record 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.

11.2.13 Pooled CO Codes Disconnected in Error

For any Pooled CO Codes disconnected in error, if one (1) of the following scenarios applies, the corresponding step(s) should be taken:

- a) Scenario 1: The Part 3 has been issued and the Pooled CO Code disconnect was Approved and the Effective Date has not yet been reached.
 - 1) The SP shall cancel the disconnect in the NAS in order for NANPA to cancel the disconnect view on the ACD record in BIRRDS.
 - 2) The SP shall take the appropriate steps to cancel the disconnect of the NXD record in BIRRDS.
 - 3) It is recommended that the SP create an Emergency Notification record in BIRRDS.
- b) Scenario 2: The Part 3 has been issued and the Pooled CO Code disconnect was Approved and the Effective Date of the disconnect has passed.
 - 1) The SP shall initiate contact with the NANPA and the appropriate regulatory body to get the disconnected Pooled CO Code re-Assigned.
 - 2) The SP shall re-request the Pooled CO Code through NAS by submitting a 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 calendar days from when the Pooled CO Code is reestablished in BIRRDS.
- c) Scenario 3: A Part 3 suspension has been issued and the Pooled CO Code disconnect was suspended to check for ported TNs or due to ported TNs.

²⁹¹ 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 (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 seven (7) calendar day requirement for the North American Numbering Plan Administrator (NANPA) to process the Thousands-Block (NPA-NXX-X) and Central Office Code (NPA-NXX) Application - Part 1 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.

²⁹² See previous footnote.

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- 1) The SP shall notify the NANPA via email in order to cancel the disconnect.
- d) Scenario 4: The Part 3 Pooled CO Code disconnect 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 NANPA and the new CO Code Holder to obtain their approvals to cancel both the disconnect 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 NANPA 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.

11.2.14 Responsibilities of the NANPA

11.2.14.1

Upon receipt of a Part 1 to disconnect a Pooled CO Code, where the application passes the assessments outlined in Section 11.2.12 above, the NANPA shall:

- a) within five (5) calendar days of receiving the Part 1 disconnect, request an ad hoc report from the NPAC (not to exceed two (2) requests per week) that shall identify active and pending LNP Ports and LRNs on the disconnected Pooled CO Code for each of the 10 Thousands-Blocks. This information should assist the NANPA in re-allocating the Pooled CO Code and inform the NANPA of LRNs, ported TNs and the Thousands-Block Contamination level of any Thousands-Blocks retained by the SP disconnecting the Pooled CO Code
- b) create a Part 3 suspend informing the SP that the NANPA is requesting an NPAC report

11.2.14.2

Upon receipt of a Part 1 to disconnect 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 disconnecting SP shall include in the "Comments" 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 NANPA shall:

- a) within five (5) calendar days of receiving the Part 1 disconnect, request an ad hoc report from the NPAC (not to exceed two (2) requests per week) to confirm there are no active or pending LNP Ports or LRNs on the disconnected Pooled CO Code
- b) create a Part 3 suspend informing the SP that the NANPA is requesting an NPAC report

If there are no LRNs or ported TNs identified on the NPAC report, the NANPA shall create Part 5s to disconnect all subtending Thousands-Blocks, using the Effective Date indicated on the Part 1. The NANPA, shall complete the disconnect of the Pooled CO Code dedicated for a single customer's use and shall send Part 3s back to the SP confirming the disconnect of the Thousands-Blocks.

If there are LRNs or ported TNs identified on the NPAC report, the 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 disconnect.

11.2.14.3

When a Pooled CO Code is reclaimed or it is voluntarily disconnected and a new CO Code Holder cannot be found, and the NANPA receives direction from the appropriate regulatory body to disconnect the Pooled CO Code, the NAN shall send TRA written notice from the regulatory body for TRA to disconnect the NXD record for the Assigned Thousands-Block(s) in BIRRDs for industry notification of the disconnect when there is no AOCN of record (EMB1). When there is an AOCN of record, NANPA shall send the TRA confirmation that the regulatory body has reclaimed the resource for TRA to disconnect the NXD seven (7) calendar days after the Reclamation has been approved by the appropriate regulatory body to give the AOCN time to update the record.

11.2.14.4

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 in a disconnected Pooled CO Code, as well as the quantity of LRNs in a disconnected Pooled CO Code. This information shall assist NANPA 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 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.

11.2.14.5

If a Part 4 has not been received by the NANPA during the first five (5) months following the original Effective Date returned on the original Part 3, then the NANPA shall send, via electronic mail, a reminder notice to the CO Code Assignee. The notice shall be sent no later than one (1) month prior to the end of the sixth (6) month, and shall direct the Assignee to do one (1) of the following by the end of the sixth (6) month after the original Effective Date returned on the Part 3:

- a) For all Pooled CO Codes, including dedicated CO Code request for single customer's use where the pool indicator of "NO" was selected in Section 1.5 of the 1 form and Non-pooled CO Codes Assigned by NANPA which have become Pooled, the SP shall submit the Part 4.
- b)
- c) If the Pooled CO Code is no longer needed or not In Service, disconnect the CO Code by submitting a Part 1 disconnect.

During the first 10 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 Confirmation of Pooled CO Code In Service - Part 4 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 denied with a reminder for the CO Code Holder to return the Part 4 to the appropriate state commission or to the FCC.

11.2.14.6

If a Part 4 has not been received by the NANPA by the Part 4 due date, then the NANPA shall send, via 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 (1) of the following immediately:

- a) If the Pooled CO Code is In Service, submit a manual Part 4 to the appropriate regulatory body.
- b) If the Pooled CO Code is no longer needed or not In Service, disconnect the Pooled CO Code(s) by submitting a Part 1.
- c) Or request an extension from the appropriate regulatory body per Section 11.2.3.

11.2.14.7

If there are active or pending LNP Ports for any TNs within the Pooled CO Code which is being disconnected/reclaimed, the NANPA shall use the process outlined in Section 11.2.3.

11.2.14.8

When a Pooled CO Code is re-Allocated, the NANPA shall modify the ACD record in BIRRDs concurrent with the Part 3 issuance to the new SP.

11.2.14.9

NANPA shall disconnect view on the ACD record in BIRRDs if NANPA determines that there are no active ports, pending ports, or LRNs within the Pooled CO Code being disconnected. An edit has been placed in BIRRDs to prevent SPs from 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.

11.2.14.10

When a Pooled CO Code is reclaimed or it is voluntarily disconnected and a new CO Code Holder cannot be found, NANPA shall send TRA written notice from the regulatory body for TRA to disconnect the NXD record for the Pooled CO Code in BIRRDs for industry notification of the disconnect when there is no AOCN of record (EMB1). When there is an AOCN of record, NANPA shall send the TRA confirmation that the regulatory body has reclaimed the resource for TRA to disconnect the NXD record seven (7) calendar days after the Reclamation has been approved by the appropriate regulatory body to give the AOCN time to update the record.

11.2.15 Responsibilities of the NPAC

If there are no active or pending LNP Ports on the disconnected 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 disconnected Pooled CO Code 15 business days prior to the Effective Date of the disconnect. This removal shall cause any new port attempts against the disconnected Pooled CO Code to fail at the user interface, thus avoiding additional impediments to the Pooled CO Code disconnect process.

11.2.16 Responsibilities of the New CO Code Holder

11.2.16.1

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.

11.2.16.2

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.

11.2.16.3

It is the responsibility of the new CO Code Holder to transfer the NXD record to update the AOCN responsibility in BIRRDs for the re-Allocated Pooled CO Code(s).

11.2.16.4

It is the responsibility of the new CO Code Holder to ensure its AOCN modifies the NXD record in BIRRDs to reflect the new CO Code Holder's Part 2 information. This update shall be completed within seven (7) calendar days after the Part 3 has been issued by NANPA in order to allow adequate industry notification.²⁹³

11.2.16.5

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 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.

11.2.16.6

It is recommended that the new CO Code Holder retain at least one (1) 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 disconnecting the Thousands-Block.

²⁹³ See the Next Generation Interconnection Interoperability Forum's "Recommended Notification Procedures to the Industry for Changes in Access Network Architecture (ATIS-0300046), Attachment B"

11.3 Non-Pooled Central Office (CO) Codes (NPA-NXX)

11.3.1

A CO Code Holder is an Assignee of a full CO Code. 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).

11.3.2

Reclamation refers to the process by which Service Providers (SP) are required to return CO Codes to the NANPA.²⁹⁴ 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.²⁹⁵ NANPA shall abide by the state commission's determination.²⁹⁶ If a state commission declines to exercise the authority delegated to it, the NANPA shall notify the Federal Communications Commission (FCC) with respect to CO Code Reclamation.²⁹⁷ Such circumstances are under the direction of a regulatory body. SPs shall have an opportunity to explain the circumstances causing the delay in activating and commencing assignment of their Non-pooled CO Codes to the appropriate regulatory body prior to Reclamation of the Non-pooled CO Code(s).²⁹⁸

11.3.3

An SP shall disconnect 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 Service²⁹⁹ within six (6) months from the original Effective Date returned on the Administrator's Response/Confirmation - Part 3

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.³⁰⁰ If an extension is approved, the regulator shall notify the Assignee and the NANPA of the new In Service deadline and to whom the Confirmation of Thousands-Block (NPA-NXX-X) or Central Office (CO) Code (NPA-NXX) In Service - Part 4 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 SPs who were Assigned a CO Code prior to the Pool Start/Allocation Date for any Pooled CO Codes Assigned after the Pool Start/Allocation Date.

CO Codes shall be disconnected 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 (6) months from the original Effective Date returned on the Part 3;
- d) Assigned, but not used in conformance with these assignment guidelines

11.3.5

These guidelines also apply in Jeopardy/rationing situations.

²⁹⁴ 47 CFR § 52.15 (i) (1)

²⁹⁵ 47 CFR § 52.15 (i) (2)

²⁹⁶ 47 CFR § 52.15 (i) (5)

²⁹⁷ 47 CFR § 52.15 (i) (7)

²⁹⁸ 47 CFR § 52.15 (i) (4)

²⁹⁹ See definition of "In Service" in the Glossary.

³⁰⁰ 47 CFR § 52.15 (i) (2)

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 disconnect 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.

11.3.7

An SP has the option to refuse a Non-pooled CO Code re-allocation, but should provide an explanation to the NANPA for its refusal. Refusal shall not adversely impact any pending 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 five (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 (5) 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 Service Provider ID (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 (1) SPID to one (1) 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 Disconnects of Non-Pooled CO Codes

11.3.10.1

An SP that voluntarily disconnects 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 Thousands-Block (NPA-NXX-X) and Central Office Code (NPA-NXX) Application - Part 1 to disconnect a Non-

pooled CO Code, the CO Code Holder shall remove its ISP ports and LRNs from Business Integrated Routing and Rating Database System (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 CO Code Holder disconnecting the CO Code, NANPA shall request the NPAC to remove the LRN.

11.3.10.2

The SP disconnecting 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 disconnect a Non-pooled CO Code to NANPA, it is the responsibility of the SP disconnecting the Non-pooled CO Code to remove any LRN record it has associated with the disconnecting 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 disconnecting Non-pooled CO Code. All ISP Ports within the disconnected Non-pooled CO Code shall be disconnected, as the disconnecting CO Code Holder shall not be allowed to retain any numbers from the disconnecting 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 disconnecting a Non-pooled CO Code shall submit its Part 1 disconnect request to NANPA. NANPA shall disconnect the ACD record in BIRRDs if NANPA determines that there are no active ports, pending ports, or LRNs within the Non-pooled CO Code being disconnected. An edit has been placed in BIRRDs to prevent SPs from disconnecting the NXD record 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 NANP Administration System (NAS). The 59-calendar day interval is derived by adding the 14 calendar days³⁰¹ allotted to CO Code request processing by the NANPA and Administrative Operating Company Number (AOCN) input to BIRRDs, and the industry standard of 45 calendar 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 Telecom Routing Administration (TRA) databases to ensure a minimum 45 calendar 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 an 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 calendar days.

If an SP must request an expedite, the expedite request and the necessary expedite documentation shall accompany the Part 1 to disconnect a Non-pooled CO Code in fewer than the standard industry interval of 59 days.

a) The expedited 14 calendar day Interval activities:

- 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 seven (7) calendar days. The SP shall provide written confirmation to the NANPA of the reduction of the seven (7) calendar days. In the case where an Applicant/CO Code Holder acts as its own AOCN,

³⁰¹ The 14 calendar day interval is the combination of seven (7) calendar days for the North American Numbering Plan Administrator (NANPA) and seven (7) calendar days for the Administrative Operating Company Number (AOCN).

the Applicant/CO Code Holder should indicate so on the Part 1. Doing so will reduce the AOCN period down from seven (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 “52 calendar day Effective Date” on the Part 1, NANPA shall reduce the Effective Date to the earliest date without compromising the 45 calendar day CO Code activation interval from the date NANPA processes the request.
- b) The expedited 45 calendar day Interval activities:
- 1) The SP shall follow the Next Generation Interconnection and Interoperability Forum (NGIIF) procedures to expedite the 45 calendar day CO Code activation process.³⁰²
 - 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 record. For disconnects, NANPA has the direct role of disconnecting on the ACD record. If an expedite is approved, the expedite information shall be entered on the BIRRDs ACD record as well. Under no circumstances shall a disconnect interval of less than 30 calendar 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 Disconnect of Non-Pooled CO Codes

This section describes the responsibilities of NANPA and SPs in situations when an SP is disconnecting 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

An SP that voluntarily disconnects 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 disconnected. In the case where Non-pooled CO Codes are voluntarily disconnected and contain ported numbers or pending 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 disconnecting the NXD record in BIRRDs prior to NANPA disconnecting the ACD record. 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 (5) calendar days of being informed by an SP that the SP is disconnecting service in a Non-pooled CO Code being disconnected 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 (not to exceed two (2) requests per week) that shall identify active and pending LNP Ports and the quantity of LRNs on the disconnected Non-pooled CO Code. This information shall assist NANPA in re-allocating the Non-pooled CO Code if needed.

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 disconnected Non-pooled CO Code, as well as the quantity of LRNs in a disconnected 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.

³⁰² 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.”

11.3.11.4

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 disconnect the ACD record in BIRRDs. The SP's AOCN then shall enter the Part 3 disconnect information on the NXD record 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 record. 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 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 disconnected 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 disconnected Non-pooled CO Code to fail at the user interface, thus avoiding additional impediments to the Non-pooled CO Code disconnect 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. CO Code Holders shall remove all ISP Ports and LRNs from a Non-pooled CO Code being disconnected before submitting a Part 1 to NANPA. SPs shall not retain any numbers, including LRNs, from a disconnected 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 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 disconnect of the Non-Pooled CO Code. This shall be done only if the SP disconnecting 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 disconnecting the NXD record in BIRRDs prior to NANPA disconnecting on the ACD record.
- g) The first SP to respond with a completed and correct Part 1, indicating all requested changes in Section 1.6, shall become the new CO Code Holder.³⁰³ 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 (1) of the valid

³⁰³ Months to Exhaust (MTE) and utilization requirements are waived.

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 approval to the new CO Code Holder.³⁰⁴ NANPA shall provide a Part 3 denial to the SP disconnecting 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.³⁰⁵ 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 disconnecting the Non-pooled CO Code. NANPA also shall include in the Part 3 to the SP disconnecting the Non-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.

- h) If an SP agrees to assume responsibility for the Non-pooled CO Code and to expedite³⁰⁶ 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 body 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 disconnect and the CO Code disconnect Effective Date and concurrently disconnect the ACD record in BIRRDs. 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.
- 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, an SP originally contacted by NANPA because it had active or pending LNP Ports on the disconnected Non-pooled CO Code per the NPAC report may decide it wants to become the new CO Code Holder after NANPA has disconnect view on the ACD record 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,³⁰⁷ NANPA shall cancel the disconnect on the ACD record and the incumbent SP shall cancel the disconnect on the NXD record. NANPA then shall reassign the Non-pooled CO Code to the new SP.
- l) If an 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 body. Upon receiving both written confirmation (email or fax) from the regulatory body and a valid Part 1 from the SP no less than 15 business days prior to the Effective Date of the disconnect,³⁰⁸ NANPA shall make the SP

³⁰⁴ A Confirmation of Thousands-Block (NPA-NXX-X) or Central Office (CO) Code (NPA-NXX) In Service - Part 4 shall be submitted by the new CO Code Holder in the case in which a Central Office (CO) Code (NPA-NXX) has been disconnected and re-Allocated, yet the old CO Code Holder had not yet submitted the Part 4. The Part 4 shall be submitted within six (6) months after the original Administrator's Response/Confirmation - Part 3 Effective Date for the CO Code.

³⁰⁵ 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 Administrator's Response/Confirmation - Part 3 denial so that the original CO Code Holder can continue to maintain default routing until the new Effective Date.

³⁰⁶ See Section 9.3.7.

³⁰⁷ 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 seven (7) calendar day requirement for the North American Numbering Plan Administrator (NANPA) to process CO Code applications results in the requirement for SPs to provide a Thousands-Block (NPA-NXX-X) and Central Office Code (NPA-NXX) Application - Part 1 no less than fifteen (15) business days prior to the Effective Date of the disconnect.

³⁰⁸ See previous footnote.

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the new CO Code Holder. This process only applies to Non-pooled CO Codes with active or pending LNP Ports.

- m) If the SP disconnecting the Non-pooled CO Code becomes aware of ported TNs on the Non-pooled CO Code and NANPA has issued a Part 3 Disconnect approval, the SP should:
 - 1) identify SP(s) receiving ported TNs from the disconnected Non-pooled CO Code;
 - 2) notify NANPA of ported TNs;
 - 3) the SP receiving ported TNs from the disconnected Non-pooled CO Code should contact NANPA regarding taking over the disconnected 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 disconnected Non-pooled CO Code pending disconnect, or if porting of TNs occurs on a disconnected 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 body for NPAC to delete the SVs from its databases. Written approval from the appropriate regulatory body for the deletion of the SVs from the NPAC databases may be sent to NPAC directly from the appropriate regulatory body, or via NANPA.

11.3.11.9

Generally, an SP should not be obligated to maintain default routing more than 59 calendar days after filing a complete and accurate Part 1 indicating its intent to disconnect the Non-pooled CO Code, but delays in entering disconnecting the NXD record in BIRRDs may cause a later than anticipated disconnect Effective Date on 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 Disconnect of Non-Pooled CO Codes

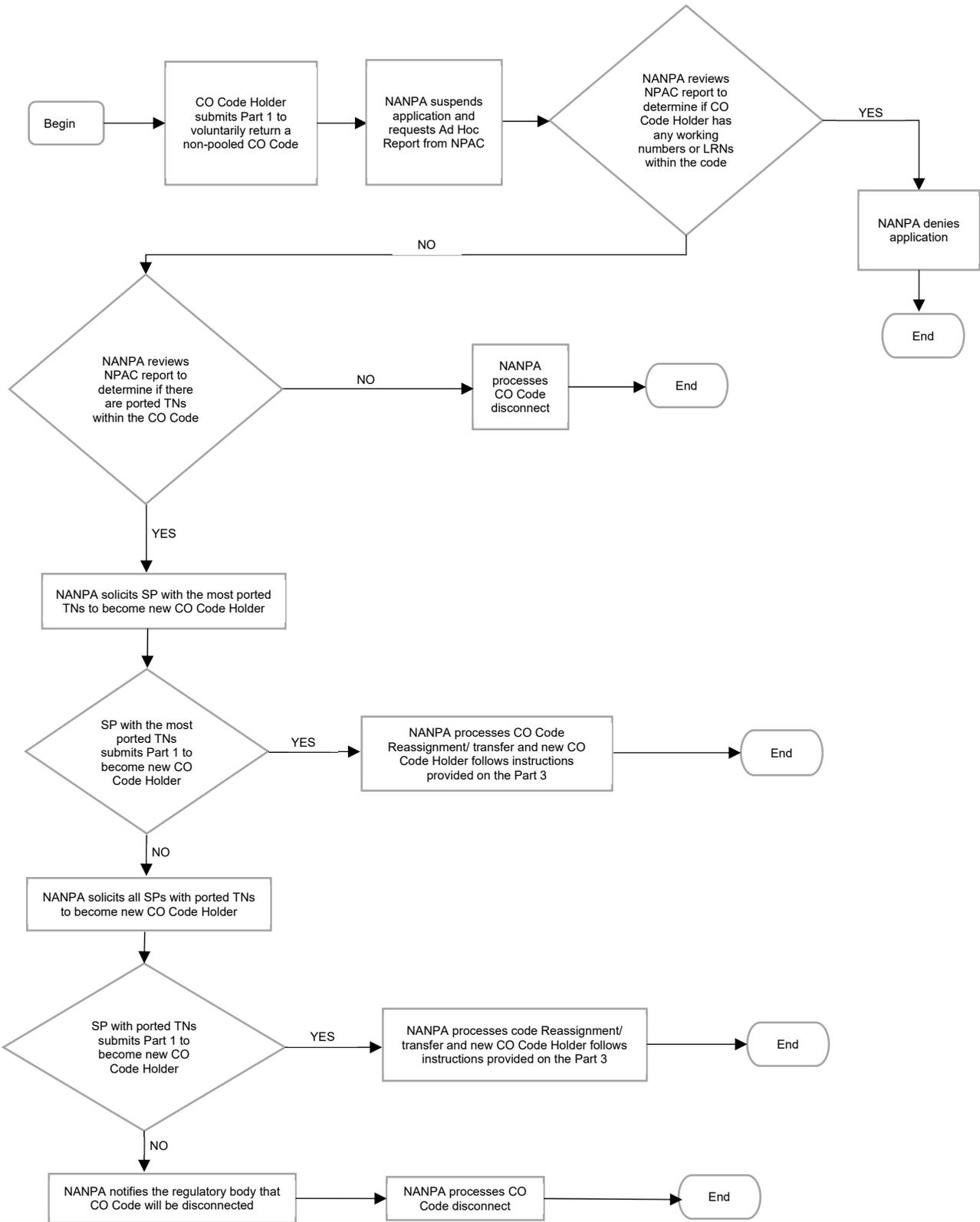


Figure 11-1: Co Code Holders Disconnecting A Pooled Co Code Where There Are No Thousands-Blocks Assigned To Other Sps

11.3.12 CO Codes Disconnected in Error

For any Non-pooled CO Codes disconnected to NANPA in error, one (1) of the following scenarios and steps applies and should be taken:

- a) Scenario 1: The Part 3 has been issued and the Non-pooled CO Code disconnected was approved and the Effective Date has not yet been reached.
 - 1) The SP shall cancel the disconnect in NAS in order to cancel the disconnect view on the ACD record in BIRRDS.
 - 2) The SP shall take the appropriate steps to cancel the disconnect on the NXD record in BIRRDS.
 - 3) It is recommended that the SP contact create an Emergency Notification in BIRRDS.
- b) Scenario 2: The Part 3 has been issued and the Non-pooled CO Code disconnect was Approved and the Effective Date of the disconnect has passed.
 - 1) The SP shall re-request the CO Code through NAS by submitting a Part 1.
 - 2) The SP shall initiate contact with NANPA and the appropriate regulatory body to get the disconnected CO Code re-Assigned.
 - 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 calendar days from when the CO Code is reestablished in BIRRDS.
- c) Scenario 3: A Part 3 suspension has been issued and the Non-pooled CO Code disconnect was suspended to check for or due to ported TNs.
 - 1) The SP shall notify NANPA via email to cancel the disconnect in NAS.
- d) Scenario 4: The Part 3 Non-pooled CO Code disconnect 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 disconnect and the new assignment in NAS. NANPA shall cancel the scheduled transfer on the ACD record 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 (5) months following the original Effective Date returned on the Part 3, then the NANPA shall send, via electronic mail, a reminder notice to the CO Code Assignee. The notice shall be sent no later than one (1) month prior to the end of the sixth (6) month, and shall direct the Assignee to do one (1) of the following by the end of the sixth (6) month after the original Effective Date returned on the Part 3:

- a) For Non-pooled CO Codes, submit the Part 4 in NAS.
- b) For a Non-pooled CO Code application that becomes pooled after it is Assigned, the Part 4 shall be submitted in NAS.
- c) If the Non-pooled CO Code is no longer needed or not In Service, disconnect the Non-pooled CO Code by submitting a Part 1 disconnect.

During the first 10 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 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 (1) of the following immediately:

- a) If the Non-pooled CO Code is In Service, submit a manual Part 4 to the appropriate regulatory body;
- b) If the Non-pooled CO Code is no longer needed or not In Service, disconnect the Non-pooled CO Code(s) by submitting a Part 1 disconnect;
- c) Or request an extension from the appropriate regulatory body 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 disconnected/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 record in BIRRDs concurrent with the Part 3 issuance to the new SP.

11.3.13.5

NANPA shall disconnect view on the ACD record in BIRRDs if NANPA determines that there are no active ports, pending ports, or LRNs within the Non-pooled CO Code being disconnected. An edit has been placed in BIRRDs to prevent SPs from disconnecting the NXD record in BIRRDs prior to NANPA disconnecting the ACD record. 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.

11.3.13.6

When a Non-Pooled CO Code is reclaimed or it is voluntarily disconnected and a new CO Code Holder cannot be found, NANPA shall send TRA written notice from the regulatory body for TRA to disconnect the NXD record for the Non-Pooled CO Code in BIRRDs for industry notification of the disconnect when there is no AOCN of record (EMB1). When there is an AOCN of record, NANPA shall send the TRA confirmation that the regulatory body has reclaimed the resource for TRA to disconnect the NXD record seven (7) calendar days after the reclamation has been approved by the appropriate regulatory body to give the AOCN time to update the record.

11.3.14 Responsibilities of the NPAC

11.3.14.1

If there are no active or pending LNP Ports on the disconnected 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 disconnected 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 disconnected Non-pooled CO Code to fail at the user interface, thus avoiding additional impediments to the Non-pooled CO Code disconnect process.

11.3.15 Responsibilities of the New CO Code Holder

11.3.15.1

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.

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 transfer the NXD record 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 record in BIRRDs to reflect the new CO Code Holder's Part 2. This update shall be completed within seven (7) calendar days after the approved Part 3 has been issued by NANPA in order to allow adequate industry notification.³⁰⁹

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

12.1 Abandoned Thousands-Blocks (NPA-NXX-X)

A Thousands-Block is considered abandoned when the North American Numbering Plan Administrator (NANPA) is unable to reach the incumbent Thousands-Block Holder.

When the NANPA receives notification that a company has declared bankruptcy, is going out of business, or the Thousands-Block Holder no longer has a business license or telecom license with the appropriate regulatory body, the NANPA shall investigate and follow the abandoned process when the incumbent Thousands-Block Holder cannot be reached or the NANPA confirms the company is no longer in business.

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 NANPA 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 NANPA 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 NANPA learns of these abandoned Thousands-Block situations.

The NANPA shall work closely with regulatory bodies to obtain timely information about SPs abandoning service. Service abandonment is under the direction of a regulatory body or court.

When the NANPA is notified of an abandoned Thousands-Block, the NANPA shall contact the appropriate regulatory body and seek guidance concerning the Reclamation or Reassignment of the abandoned Thousands-Block. The NANPA shall not act independently of regulatory body direction with regard to the disconnect of the abandoned Thousands-Block.

The NANPA shall within five (5) calendar days from receiving notification from the appropriate regulatory body request an ad hoc report from the Number Portability Administration Center (NPAC) (not to exceed two (2) requests per week) that shall identify active and pending LNP Ports.

If there are no active or pending LNP Ports, including Intra-Service Provider (ISP) Ports on the Thousands-Block, the NANPA shall process the disconnect of the Thousands-Block after receiving written confirmation from the involved regulatory body. The NANPA then shall provide the NPAC written notice that the appropriate regulatory body has directed NANPA to reclaim the abandoned resources 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 NANPA shall process the disconnect of the Thousands-Block after receiving written confirmation from the involved regulatory body. The NANPA then shall provide the NPAC written notice that the appropriate regulatory body has directed NANPA to reclaim the abandoned resources in order for the NPAC to remove all records in its database related to the Thousands-Block, including ISP Ported TNs.

³⁰⁹ See the Next Generation Interconnection Interoperability Forum's "Recommended Notification Procedures to the Industry for Changes in Access Network Architecture (ATIS-0300046), Attachment B"

In those instances where there is porting on the abandoned Thousands-Blocks and unless otherwise directed by the regulatory body, the NANPA shall contact those SPs with ported TNs to determine if they will become the new Thousands-Block Holder. The NANPA shall follow the same process as outlined in Section 11.1.7.

If the appropriate regulatory body directs the NANPA to disconnect all ports, via written confirmation, the NANPA shall provide the NPAC written notice that the appropriate regulatory body has directed NANPA to reclaim the abandoned resources in order for NPAC to remove all records in its database related to the Thousands-Block, including ISP Ported TNs. The NANPA shall then add the pristine Thousands-Block back into the Industry Inventory Pool. The NANPA shall also provide National Exchange Carrier Association (NECA) with the written notice from the appropriate regulatory body.

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 NANPA shall return the abandoned Thousands-Block to the pool once written confirmation is received from the regulatory body directing the NANPA to reclaim the Thousands-Block. The NANPA shall direct any customer complaints concerning the disruption of service to the appropriate regulatory body.

In the case of an abandoned Thousands-Block, the NANPA shall not act independently of regulatory body direction with regard to the Reassignment of the Thousands-Block to an SP with ported TNs.

The NANPA shall follow the steps set forth in Sections 11.1.10.5 and 11.1.7.

12.2 Abandoned Pooled Central Office (CO) Codes (NPA-NXX)

12.2.1

A CO Code Holder is an Assignee of a full CO Code. 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 North American Numbering Plan Administrator (NANPA) as Pooled CO Code disconnects.

12.2.2

A Pooled CO Code is considered abandoned when the NANPA is unable to reach the incumbent CO Code Holder.

When NANPA receives notification that a company has declared bankruptcy, is going out of business, or the Pooled CO Code Holder no longer has a business license or telecom license with the appropriate regulatory body, NANPA shall investigate and follow the abandoned process when the incumbent Pooled CO Code Holder cannot be reached or NANPA confirms the company is no longer in business.

12.2.3

In the case where a Pooled CO Code is abandoned, NANPA 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 (TNs) on the Pooled CO Code. Further, NANPA 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 (SPs) are the way that NANPA learns of these abandoned Pooled CO Code situations.

12.2.4

NANPA shall then contact the appropriate regulatory body to seek guidance concerning the Reclamation or Reassignment of the abandoned Pooled CO Code.³¹⁰

³¹⁰ There are differing requirements among state commissions/regulatory bodies 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 body involvement is needed to ensure these requirements are addressed.

12.2.5

When the appropriate regulatory body concurs with treating the Pooled CO Code(s) as abandoned, NANPA shall provide the Number Portability Administration Center (NPAC) written notice that the appropriate regulatory body has directed NANPA to reclaim the resources 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 (ISP) 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 Location Routing Numbers (LRNs) within the abandoned Pooled CO Code(s). NANPA shall also provide National Exchange Carrier Association (NECA) with the written notice that the appropriate regulatory body has directed NANPA to reclaim the abandoned resources.

12.2.6

Within five calendar days of being notified that the abandoning SP's records have been removed from the NPAC, NANPA shall request an ad hoc report from the NPAC (not to exceed two (2) requests per week) on the abandoned Pooled CO Code(s) to determine if there are any active ports to SPs other than the abandoning CO Code Holder.

12.2.7

An SP has the option to refuse a CO Code re-allocation, but should provide an explanation to the NANPA for its refusal. Refusal shall not adversely impact any pending CO Code/Thousands-Block assignment application because it is unrelated to the re-allocation.

12.2.8

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.

12.2.9

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 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 (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 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 (5) 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 Service Provider ID (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 (1) SPID to one (1) 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.

12.2.10

This section describes the responsibilities of NANPA and SPs in situations when an 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.

12.2.10.1

Within five (5) calendar days of being notified that the abandoning SP's records have been removed from the NPAC, NANPA shall request an ad hoc report from the NPAC (not to exceed two (2) requests per week) 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.

12.2.10.2

If Thousands-Blocks are Assigned to any Thousands-Block Holders other than the CO Code Holder, the NANPA:

- 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 NANPA 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 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 Thousands-Blocks shall respond on or before the specific response due date (i.e., within 10 calendar days) with a complete and accurate Thousands-Block (NPA-NXX-X) and Central Office Code (NPA-NXX) Application - Part 1 intercompany Operating Company Number (OCN) 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 Thousands-Blocks cannot become the new CO Code Holder or does not respond, the NANPA shall email all Thousands-Block Holders informing them of the CO Code Holder's abandonment of the CO Code. In the email notification, the NANPA shall identify the Assigned or Retained Thousands-Blocks within the CO Code and the Thousands-Block holder of each Thousands-Block. The NANPA 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 NANPA shall provide a specific response due date, which is 10 calendar days from the date of email issuance. The NANPA shall use the latest contact information that NANPA 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 NANPA.
- 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 NANPA with an explanation why they cannot become the new CO Code holder.
- e) The first Thousands-Block Holder to respond with a complete and correct Part 1 shall become the new CO Code Holder.³¹¹ Only the receipt of a Part 1 by the NANPA shall be accepted as an official request for the Pooled CO Code. The NANPA shall use the Part 1 for Pooled CO Code Reassignment and provide a Administrator's Response/Confirmation - Part 3 to the new CO Code Holder. The NANPA 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 expedite³¹² 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 9.2.8). 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.

³¹¹ Months to Exhaust (MTE) and utilization requirements are waived.

³¹² See Section 9.2.8.

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- g) NANPA shall process the CO Code Part 1 and provide a Part 3 to the new CO Code Holder.³¹³ The entry in the Switching Entity/POI field shall be an active Common Language[®] Location Code (CLLI Code), one (1) of the valid network entity types appropriate for CO Code assignment, and built in Business Integrated Routing and Rating Database System (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) The NANPA shall modify all of the available Thousands-Blocks within the transferring Pooled CO Code to be effective one (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.

12.2.10.3

In those instances where there is porting on the abandoned Pooled CO Code and there are no Thousands-Block holders or no Thousands-Block holder volunteered to become the new Code Holder, the NANPA 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 NANPA 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 NANPA 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 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 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 email all SPs with ported TNs informing them of the CO Code Holder's abandonment of the CO Code. In the email notification, the 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. The NANPA shall provide a specific response due date, which is 10 calendar days from the date of email issuance. The NANPA shall use the latest contact information that NANPA has on file for the impacted SPs. Further, SPs also may designate a special contact for this purpose by providing contact information to the NANPA.
- 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 Part 1 intercompany OCN change request or email the NANPA 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 Part 1 shall become the new CO Code Holder.³¹⁴ Only the receipt of a Part 1 by the NANPA shall be accepted as an official request for the Pooled CO Code. The NANPA shall use the Part 1 for Pooled CO Code Reassignment and provide a Part 3 to the new CO Code Holder. The NANPA 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 expedite³¹⁵ 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 9.2.8). 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.

³¹³ North American Numbering Plan Administrator (NANPA) will work with the new CO Code Holder to determine if a Confirmation of Thousands-Block (NPA-NXX-X) or Central Office (CO) Code (NPA-NXX) In Service - Part 4 for the Central Office (CO) Code (NPA-NXX) is necessary.

³¹⁴ Months to Exhaust (MTE) and utilization requirements are waived.

³¹⁵ See Section 9.2.8.

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- g) NANPA shall process the Part 1 and provide a Part 3 to the new CO Code Holder.³¹⁶ The entry in the Switching Entity/POI field shall be an active CLLI Code, one (1) 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) The NANPA shall modify all of the available Thousands-Blocks within the transferring Pooled CO Code to be effective one (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.

12.2.10.4

If the NANPA is unable to locate a new CO Code Holder no SPs responded to requests to become the CO Code Holder and/or all refused to become the Code Holder NANPA shall notify all SPs that were previously contacted that a Code Holder was not found.

12.2.10.5

NANPA then shall contact the appropriate regulatory body to advise that a new Code Holder could not be found for the abandoned Pooled CO Code, and the CO Code will be disconnected.³¹⁷ 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 disconnect the Pooled CO Code on the ACD record in BIRRDS after receiving written confirmation from the involved regulatory body.
- b) NANPA then shall provide the NPAC and Telecom Routing Administration (TRA) written notice that the appropriate regulatory body has directed NANPA to reclaim the resources 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 disconnect the Pooled CO Code in the NXD record in BIRRDS for industry notification of the disconnect.

Following is a flow chart depicting the processes outlined in Section 12.2.9 above:

³¹⁶ North American Numbering Plan Administrator (NANPA) will work with the new CO Code Holder to determine if a Confirmation of Thousands-Block (NPA-NXX-X) or Central Office (CO) Code (NPA-NXX) In Service - Part 4 for the Central Office (CO) Code (NPA-NXX) is necessary.

³¹⁷ There are differing requirements among state commissions/regulatory bodies 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 body involvement is needed to ensure these requirements are addressed.

Section 12.2.9 Flow chart: Abandoned Pooled CO Codes Containing Assigned Thousands-Blocks/Ported Numbers

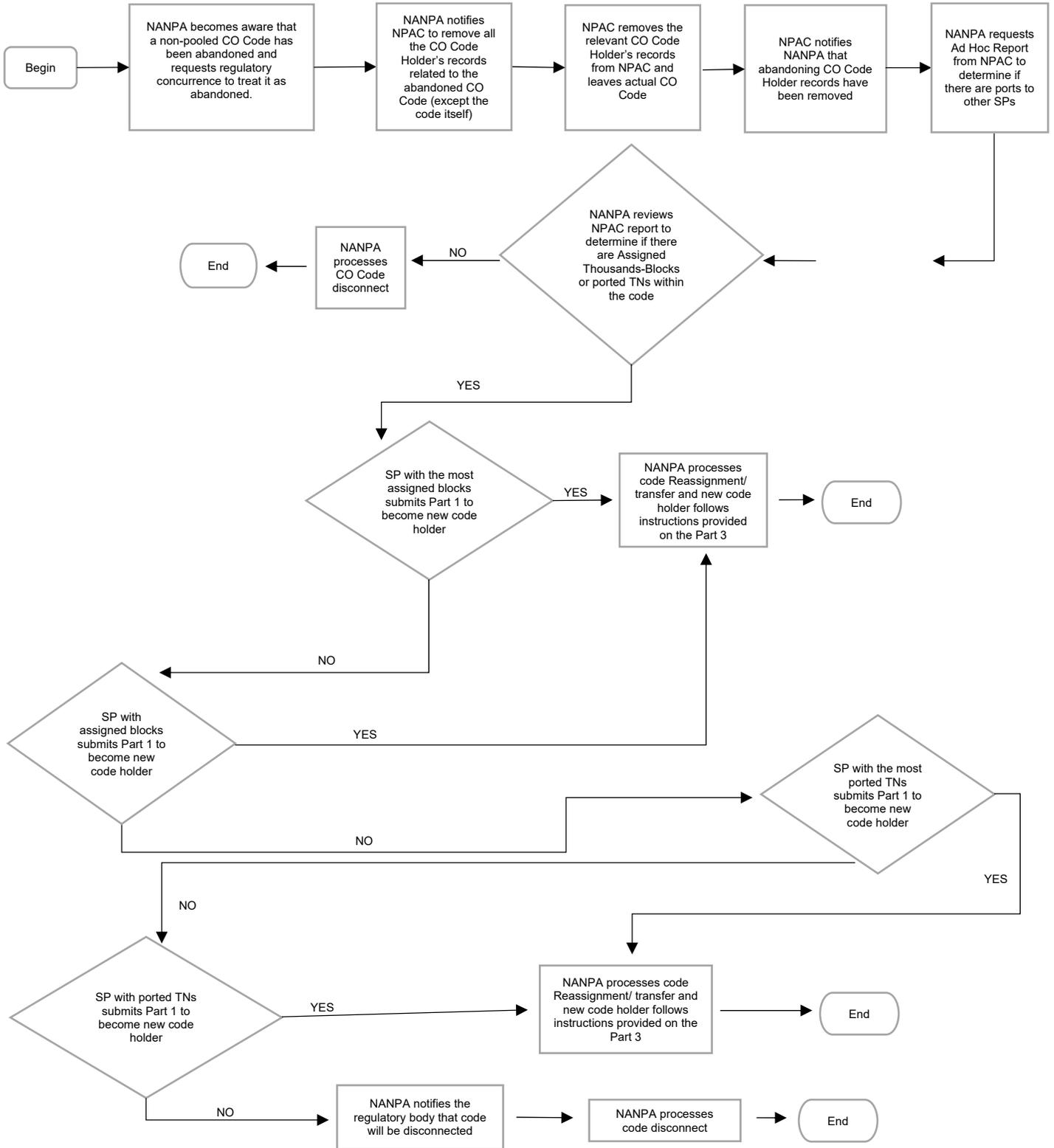


Figure 12-1: CO Code Holders Abandoned a Pooled CO Code where there are Thousands-Blocks Assigned to other SPs and the CO Code Holder has no working numbers

12.2.10.6

NANPA shall direct any customer complaints concerning the disruption of service to the involved SP or appropriate regulatory body. In the case of an abandoned Pooled CO Code, NANPA shall not act independently of regulatory body direction with regard to the Reclamation or Reassignment of a Pooled CO Code to an SP with ported TNs.

12.2.11 Responsibilities of the NANPA

12.2.11.1

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 an abandoned Pooled CO Code, as well as the quantity of LRNs in an abandoned Pooled CO Code. This information shall assist NANPA 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 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.

12.2.11.2

When a Pooled CO Code is re-Allocated, the NANPA shall modify the ACD record in BIRRDs concurrent with the Part 3 issuance to the new SP.

12.2.11.3

NANPA shall disconnect the ACD record in BIRRDs if NANPA determines that there are no active ports, pending ports, or LRNs within the abandoned Pooled CO Code upon Reclamation. An edit has been placed in BIRRDs to prevent SPs from disconnecting the NXD record in BIRRDs prior to NANPA disconnecting the ACD record. 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 Effective Date of the Reclamation is entered by from NANPA, and to prevent an adverse effect on ported-out customers.

12.2.11.4

NANPA is required to post the Effective Dates of pending Pooled CO Code Reclamations on the NANPA website in order for SPs to be aware of approved Pooled CO Code Reclamations. In addition, NANPA should periodically [every six (6) months] send an electronic reminder to CO Code Holders of their responsibility to submit a Part 1 to the NANPA to disconnect a Pooled CO Code. CO Code holders should notify the NANPA 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).

12.2.12 Responsibilities of the NPAC

12.2.12.1

If there are no active or pending LNP Ports on the abandoned Pooled CO Code pending Reclamation, the NPAC shall use the Part 3 email from the NANPA to remove the capability to port numbers from the reclaimed Pooled CO Code 15 business days prior to the Effective Date of the Reclamation. This removal shall cause any new port attempts against the reclaimed Pooled CO Code to fail at the user interface, thus avoiding additional impediments to the Pooled CO Code Reclamation process.

12.2.13 Responsibilities of the New CO Code Holder

12.2.13.1

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.

12.2.13.2

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.

12.2.13.3

It is the responsibility of the new CO Code Holder to ensure its Administrative Operating Company Number (AOCN) transfers the NXD record to update the AOCN responsibility in BIRRDs for the re-Allocated Pooled CO Code(s).

12.2.13.4

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. This update shall be completed within seven (7) calendar days after the approved Part 3 has been issued by NANPA in order to allow adequate industry notification.³¹⁸

12.2.13.5

It is the responsibility of the new CO Code Holder to notify NECA to update the NECA Tariff FCC No. 4 database with the new 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 Abandoned Non-Pooled Central Office (CO) Codes (NPA-NXX)

12.3.1

A CO Code Holder is an Assignee of a full CO Code. CO Code Holders can either be Thousands-Block Number Pool participants, or not. Disconnects for Non-pooled CO Codes should be sent to North American Numbering Plan Administrator (NANPA).

12.3.2

A Non-pooled CO Code is considered abandoned when the NANPA is unable to reach the incumbent CO Code Holder.

When NANPA receives notification that a company has declared bankruptcy, is going out of business, or the Non-pooled CO Code Holder no longer has a business license or telecom license with the appropriate regulatory body, NANPA shall investigate and follow the abandoned process when the incumbent Non-pooled CO Code Holder cannot be reached or NANPA confirms the company is no longer in business.

12.3.3

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 Telephone Numbers (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.

12.3.4

NANPA will then contact the regulatory bodies and seek guidance concerning the Reclamation or Reassignment of the abandoned Non-Pooled CO Code(s).³¹⁹

12.3.5

When the appropriate regulatory body concurs with treating the CO Code(s) as abandoned, NANPA shall provide the Number Portability Administration Center (NPAC) written notice that the appropriate regulatory body has directed NANPA to reclaim the resources in order for NPAC to remove the abandoning SP's records in its

³¹⁸ See the Next Generation Interconnection Interoperability Forum's "Recommended Notification Procedures to the Industry for Changes in Access Network Architecture (ATIS-0300046), Attachment B"

³¹⁹ There are differing requirements among state commissions/regulatory bodies 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 body involvement is needed to ensure these requirements are addressed.

database related to the abandoned CO Code, including any LRNs within the CO Code, any Intra-Service Provider (ISP) 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 National Exchange Carrier Association (NECA) with the written notice that the appropriate regulatory body has directed NANPA to reclaim the resources.

12.3.6

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 Reclamation 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.

12.3.7

An SP has the option to refuse a Non-pooled CO Code re-allocation but should provide an explanation to the NANPA for its refusal. Refusal shall not adversely impact any pending CO Code/Thousands-Block (NPA-NXX) assignment request because it is unrelated to the re-allocation.

12.3.8

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.

12.3.9

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 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 (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 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 (5) 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 Service Provider ID (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 (1) SPID to one (1) 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.

12.3.10

This section describes the responsibilities of NANPA and SPs in situations when an SP is abandoning Non-Pooled CO Codes that contain ported TNs and a new CO Code Holder shall be selected with minimal impact on ported customers.

12.3.10.1

Within five (5) calendar days of being notified that the abandoning SP's records have been removed from the NPAC, NANPA shall request an ad hoc report from the NPAC (not to exceed two (2) requests per week) 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.

12.3.10.2

NANPA shall then contact the appropriate regulatory body and seek guidance concerning the Reclamation or Reassignment of the abandoned Non-pooled CO Code.³²⁰ 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 Thousands-Block (NPA-NXX-X) and Central Office Code (NPA-NXX) Application - Part 1 intercompany Operating Company Number (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 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 1.6, shall become the new CO Code Holder.³²¹ 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 (1) of the valid network entity types appropriate for CO Code assignment and built in Business Integrated Routing and Rating Database System (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

³²⁰ There are differing requirements among state commissions/regulatory bodies 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 body involvement is needed to ensure these requirements are addressed.

³²¹ Months to Exhaust (MTE) and utilization requirements are waived.

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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 an Administrator's Response/Confirmation - Part 3 to the new code holder.³²² 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 expedite³²³ 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 LNP Ports, NANPA shall disconnect the Non-pooled CO Code on the ACD record in BIRRDs after receiving written confirmation from the involved regulatory body. NANPA then shall provide the NPAC and Telecom Routing Administration (TRA) written notice that the appropriate regulatory body has directed NANPA to reclaim the resources 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 disconnect the NXD record 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.

12.3.10.3

NANPA shall direct any customer complaints concerning the disruption of service to the involved SP, or appropriate regulatory body. In the case of an abandoned Non-pooled CO Code, NANPA shall not act independently of regulatory body direction with regard to the Reassignment of a Non-pooled CO Code to an SP with ported TNs.

Following is a flow chart depicting the processes outlined in Section 12.3.9.2 above:

³²² In the case in which a Central Office (CO) Code (NPA-NXX) has been Reclaimed and re-Allocated and the old CO Code Holder had not yet submitted the Part 4, the new CO Code Holder shall submit the Confirmation of Thousands-Block (NPA-NXX-X) or Central Office (CO) Code (NPA-NXX) In Service - Part 4. The Part 4 shall be submitted within six (6) months after the original Administrator's Response/Confirmation - Part 3 effective date.

³²³ See Section 9.3.7.

12.3.11 Responsibilities of the NANPA

12.3.11.1

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 reclaimed Non-pooled CO Code, as well as the quantity of LRNs in a reclaimed 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.

12.3.11.2

When a Non-pooled CO Code is re-Allocated, the NANPA shall modify the ACD record in BIRRDs concurrent with the Part 3 issuance to the new SP.

12.3.11.3

NANPA shall disconnect the ACD record in BIRRDs if NANPA determines that there are no active ports, pending ports, or LRNs within the abandoned Non-pooled CO Code upon Reclamation. An edit has been placed in BIRRDs to prevent SPs from disconnecting the NXD record in BIRRDs prior to NANPA disconnecting the ACD record. 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 Effective Date of the Reclamation is entered by NANPA, and to prevent an adverse effect on ported-out customers.

12.3.11.4

NANPA is required to post the Effective Dates of pending Non-pooled CO Code Reclamations 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 (6) months] send an electronic reminder to CO Code Holders of their responsibility to submit a Part 1 to NANPA to disconnect 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).

12.3.12 Responsibilities of the NPAC

12.3.12.1

If there are no active or pending LNP Ports on the abandoned Non-pooled CO Code pending Reclamation, the NPAC shall use the Part 3 via email from the NANPA to remove the capability to port numbers from the abandoned Non-pooled CO Code 15 business days prior to the Effective Date of the Reclamation. This removal shall cause any new port attempts against the reclaimed Non-pooled CO Code to fail at the user interface, thus avoiding additional impediments to the Non-pooled CO Code Reclamation process.

12.3.13 Responsibilities of the New CO Code Holder

12.3.13.1

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.

12.3.13.2

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.

12.3.13.3

It is the responsibility of the new CO Code Holder to ensure its Administrative Operating Company Number (AOCN) transfers the NXD record in BIRRDs to update the AOCN responsibility for the re-Allocated Non-pooled CO Code(s).

12.3.13.4

It is the responsibility of the new CO Code Holder to ensure its AOCN modifies the NXD record in BIRRDs to reflect the new CO Code Holder's Part 2 information. This update shall be completed within seven (7) calendar days after the approved Part 3 has been issued by NANPA in order to allow adequate industry notification.³²⁴

12.3.13.5

It is the responsibility of the new CO Code Holder to notify 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) Thousands-Block (NPA-NXX-X) Porting

13.1 Requesting a New ISP

Within the same Rate Center, ISP Thousands-Block Porting can be used to port a Thousands-Block 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 (2) methods: Option 1 dealing with the North American Numbering Plan Administrator (NANPA) (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 NANPA involvement, Option 2 is not described in these guidelines. Details on Option 2 can be found in the NPAC Methods and Procedures.³²⁵

13.1.1 Option 1-NANPA

Prior to initiating an Intra Service Provider (ISP) Thousands-Block Porting application, the SP shall ensure:

- a) The Service Provider ID (SPID) is loaded in the NPAC in the region associated with the State, NPA, and Rate Center on the application at least one (1) calendar day prior to submitting the application. When the SPID is not loaded in the NPAC in the region associated with the State, Numbering Plan Area (NPA), and Rate Center provided on the application, the NPAC Thousands-Block Data - Part 1B shall be marked as For Information Only and a Part 1B shall not be sent to the NPAC.
- b) The Location Routing Number (LRN) is loaded in the NPAC for the region associated with the State, NPA, Rate Center, and Service Provider SOA SPID provided on the application at least one (1) calendar day prior to submitting the application. When the LRN is not loaded in the NPAC or the LRN is not in the region associated with the State, NPA, Rate Center, and Service Provider SOA SPID provided on the application, the Part 1B shall be marked For Information Only and a Part 1B shall not be sent to the NPAC.
- c) The LRN is loaded in the NPAC for the Local Access and Transport Area (LATA) associated with the State, NPA, and Rate Center provided on the application. When the LRN is not loaded in the NPAC for the LATA associated with the State, NPA, and Rate Center provided on the application, the Part 1B shall be marked For Information Only and a Part 1B shall not be sent to the NPAC.
- d) A Part 1B is submitted for each Thousands-Block being ISP Block Ported.

³²⁴ See the Next Generation Interconnection Interoperability Forum's "Recommended Notification Procedures to the Industry for Changes in Access Network Architecture (ATIS-0300046), Attachment B".

³²⁵ 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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When the Part 1B is marked as For Information Only due to the SPID or LRN not being in NPAC, the Applicant shall submit a Thousands-Block Port Modification one (1) calendar day after the LRN and the associated SPID are in the NPAC region of the CO Code.

An SP initiates ISP Thousands-Block Porting application (port type of pool) by submitting a Thousands-Block (NPA-NXX-X) and Central Office Code (NPA-NXX) Application - Part 1 application for a Thousands-Block Modification on a Non-Pooled CO Code in the NANP Administration System (NAS).

- a) NANPA checks to see whether the Thousands-Block (NPA-NXX-X) has been donated/disconnected to the pool. If the Thousands-Block has been donated/disconnected to the pool, the NANPA shall deny the application.
- 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 NANPA shall change the indicator to "I" when the SP indicates it wants LERG Routing Guide/ Business Integrated Routing and Rating Database System (BIRRDs) updated. In a non-pooling Rate Centers, the NANPA shall not be responsible for forwarding ISP Thousands-Block Port applications or making any BIRRDs changes. When LERG Routing Guide/BIRRDs updates are requested, the NANPA updates the BCRrecord in BIRRDs with the Switching Entity/POI.
- c) NANPA sends the Administrator's Response/Confirmation - Part to the SP.
- d) If the Part 1B is not marked for Information Only, the NANPA forwards the completed Part 1B to the NPAC.
- e) If the Thousands-Block is to be created in the NPAC, the NPAC shall create the NPA-NXX-X Holder Information Table within seven (7) 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 (2) 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 an SP marks the "NPAC Activate Thousands-Block Range" field on the Part 1B as:

- 1) "YES", the NPAC shall create and shall activate the Thousands-Block range.
- 2) "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 receive the Part 1B or create the Thousands-Block in the NPAC under one (1) or both of these circumstances:

- 1) If an SP checks the "For Information Only" field in any combination with the "NPAC Activate Thousands-Block Range" field on the Part 1B form;
- 2) 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 NANPA 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).

- f) If the NPAC is unable to meet the Effective Date indicated on the Part 1B, the NPAC shall notify the SP and NANPA of the new Effective Date.
- g) NPAC builds Thousands-Block table for pooled and Non-pooled CO Codes.
- h) On or after Effective Date Thousands-Block is activated (refer to step 'e' above for detail on responsibility for activation).
- i) After Activation NPAC downloads designated Thousands-Block.
- j) NPAC completes the Part 1B reflecting completion.
- k) NPAC sends a copy of the completed form to the originator as follows:

If the form was sent to NPAC from the Thousands-Block Holder, then the NPAC will reply directly to the Thousands-Block Holder.

If the form was sent to NPAC by the NANPA, then the NPAC will reply directly to NANPA.

ISP Thousands-Block Porting Applicants requiring an Effective Date more than 33 calendar days after the date the NANPA receives the application shall specify their desired Effective Date. An application requesting a "24 calendar day Effective Date" shall be Assigned the minimum Effective Date of 24 calendar days after the Allocation Date; this allows five (5) calendar days for Administrative Operating Company Number (AOCN) entry of data into BIRRDs plus the 19 calendar-day notification interval. The NANPA 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 (2) calendar days beyond the Effective Date prior to activating Telephone Numbers (TN) within the ISP Thousands-Block Ported Thousands-Block. For example, if the Effective Date is October 28, XXXX, an 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 two (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.

An SP request for an expedited ISP Thousands-Block Ported Thousands-Block Allocation shall occur on an exception basis. The following procedures enable an SP to request expedited treatment for an ISP Thousands-Block Ported Thousands-Block(s). The expedited procedures below do not eliminate the Thousands-Block Holder and NANPA responsibilities described in Sections 8 and 14.

- a) The requesting SP shall indicate on the Part 1 Application that this is an expedited request with its desired Effective Date.
 - 1) To expedite all ISP Thousands-Block Ported Thousands-Blocks in a multi-Thousands-Block application, the requesting SP shall select "Yes" for Request Expedited Treatment.
 - 2) To expedite one (1) or more but not all ISP Thousands-Block Ported Thousands-Blocks in a multi-Thousands-Block application, the SP shall select "No" for Request Expedited Treatment but shall include a statement in the "Comments" field indicating which ISP Thousands-Block Ported Thousands-Block(s) is/are to be expedited.
- b) The NANPA shall process the application if the request meets the criteria for ISP Thousands-Block Porting of the Thousands-Block(s) and shall make every effort to process the application in fewer than the current maximum seven (7) calendar days. The NANPA shall expedite such requests when it can do so without failing to meet its seven (7) calendar day application processing interval for other SPs. The NANPA shall determine the minimum Effective Date for an expedited request based upon the following considerations:
 - 1) In the case of a new ISP Thousands-Block Port Thousands-Block application, the Effective Date shall be no earlier than eight (8) **business** days after the issuance of the Part 3. This allows for the NANPA and AOCN to update BIRRDS for LERG Routing Guide daily updates. The NPAC shall build the ISP Thousands-Block Ported Thousands-Block in the NPAC within three (3) **business** days. The AOCN shall agree to perform the BIRRDS update in two (2) **calendar** days rather than the standard five (5) **calendar** days.
 - 2) On or after the Effective Date the SP shall activate the ISP Thousands-Block Ported Thousands-Block and can begin customer assignments from a new Thousands-Block.

NOTE: SPs requesting expedited treatment of an ISP Thousands-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 an 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 (NANPA) 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 ISP Thousands-Block Ported Thousands-Block

There may be circumstances where an SP requires a previously ISP Thousands-Block to be modified in or disconnected from the NPAC [in order to snap back to the original Switching Entity/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: NANPA

In cases where the ISP Thousands-Block Port application was submitted in the NANP Administration System (NAS), the SP shall submit any Switching Entity/POI or NPAC Thousands-Block Data - Part 1B modifications to the ISP ported Thousands-Block through NAS using the Thousands-Block Modifications function in NAS.

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Prior to submitting any Part 1B modification for an ISP Thousands-Block Ported Thousands-Block the SP shall:

- 1) Ensure the SPID is loaded in the NPAC in the region associated with the State, NPA, and Rate Center on the application at least one (1) calendar day prior to submitting the application. When the SPID is not loaded in the NPAC in the NPAC region associated with the State, NPA, and Rate Center provided on the application, the Part 1B shall be marked For Information Only and a Part 1B shall not be sent to the NPAC.
- 2) Ensure the LRN is loaded in the NPAC for the region associated with the State, NPA, Rate Center, and Service Provider SOA SPID provided on the application at least one (1) calendar day prior to submitting the application. When the LRN is not loaded in the NPAC or the LRN is not in the NPAC region associated with the State, NPA, Rate Center, and Service Provider SOA SPID provided on the application, the Part 1B shall be marked For Information Only and a Part 1B shall not be sent to the NPAC.
- 3) Ensure the LRN is loaded in the NPAC for the LATA associated with the State, NPA, and Rate Center provided on the application. When the LRN is not loaded in the NPAC for the LATA associated with the State, NPA, and Rate Center provided on the application, the Part 1B shall be marked For Information Only and a Part 1B shall not be sent to the NPAC.

When the Part 1B was marked as For Information Only due to the SPID or LRN not being in NPAC, the Thousands-Block Applicant (SP receiving the Thousands-Block to be transferred) shall submit a modification request to the NPAC or a Part 1B ISP Block Port modification one (1) calendar day after the LRN and the associated SPID are in the NPAC region of the CO Code.

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

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

- 1) "YES", the NPAC shall create and shall activate the Thousands-Block range.
- 2) "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 receive the Part 1B or create the Thousands-Block in the NPAC under one (1) or both of these circumstances:

- 1) If an SP checks the "For Information Only" field in any combination with the "NPAC Activate Thousands-Block Range" field on the Part 1B form;
- 2) 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 NANPA 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).

For ISP Thousands-Block Port Disconnects, where the ISP Thousands-Block Port application was submitted in the NAS, the SP shall submit any disconnects to the ISP ported Thousands-Block through NAS using the Thousands-Block Disconnect function.

- a) Where the TBP Indicator is "I" on the ACD and NXD records in BIRRDS, and the SP intends for the CO Code to remain Non-pooled, the SP disconnect the NXD records in BIRRDS prior to submitting the ISP Thousands-Block Port Disconnect application in NAS. Upon approving the application, the NANPA 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) Where the TBP Indicator is "I" on the ACD and NXD screens in BIRRDS, and the SP intends to donate/disconnect 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 donated/ disconnected to the pool and send an email to the NANPA identifying those specific Thousands-Blocks which are being donated/disconnected to the Industry Inventory Pool from the "I" CO Code. The SP shall then submit the disconnect(s) using the Thousands-Block Disconnect function in NAS. Upon approving the application, the NANPA shall disconnect only the BCR records for those Thousands-Blocks being donated/disconnected to the Industry Inventory Pool and modify the TBP Indicator on the ACD records in BIRRDS to "Y". For all ISP Block Port disconnects, the NANPA shall forward a Thousands-Block Reclamation Form - Part 5 to the NPAC.

ISP Thousands-Block Porting Applicants requiring an Effective Date more than 33 calendar days after the date the NANPA receives the application shall specify their desired Effective Date. An application requesting a "24 calendar day Effective Date" shall be Assigned the minimum Effective Date of 24 calendar days after the

Allocation Date; this allows five (5) calendar days for AOCN entry of data into BIRRDs plus the 19 calendar-day notification interval. The NANPA 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 (2) calendar days beyond the Effective Date prior to activating Telephone Numbers (TN) within the ISP Thousands-Block Ported Thousands-Block. For example, if the Effective Date is October 28, XXXX, an 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 two (2) day NPAC update. It should be noted that interconnection arrangements and facilities need to be in place prior to activation of an ISP Thousands-Block Port Thousands-Block. Such arrangements are outside the scope of these guidelines.

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

- a) The requesting SP shall indicate on the Part 1 that this is an expedited request with its desired Effective Date.
 - 1) To expedite all Thousands-Blocks in a multi-Thousands-Block application, the requesting SP shall select "Yes" for Request Expedited Treatment.
 - 2) To expedite one (1) or more but not all Thousands-Blocks in a multi-Thousands-Block application, the SP shall select "No" for Request Expedited Treatment, but shall include a statement in the "Comments" field indicating which Thousands-Block(s) is/are to be expedited.
- b) The NANPA 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 (7) calendar days. The NANPA shall expedite such requests when it can do so without failing to meet its seven (7) calendar day application processing interval for other SPs. The NANPA shall determine the minimum Effective Date for an expedited request based upon the following considerations:
 - 1) In the case of an ISP Thousands-Block Port Thousands-Block modification or disconnect, the Effective Date shall be at least nine (9) **calendar** days after the issuance of the Part 3. This allows for the NANPA and AOCN to update BIRRDs for LERG Routing Guide daily updates. The AOCN shall agree to perform the BIRRDs update in two (2) **calendar** days rather than the usual seven (7) **calendar** days. This also allows three (3) **business** days for the NPAC to disconnect the ISP Thousands-Block Ported Thousands-Block.

NOTE: SPs requesting expedited treatment of an ISP Thousands-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 an 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 North American Numbering Plan Administrator (NANPA) Responsibilities

14.1 Thousands-Block Numbering Pooling Responsibilities

The following describes the high-level responsibilities of the NANPA where Thousands-Block Number Pooling is implemented:

- a) General Administration Duties
- b) Forecasting and Planning Processes
- c) Assignment Processes
- d) Reporting Processes
- e) Thousands-Block (NPA-NXX-X) 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
- k) Trouble Shooting

Detailed NANPA responsibilities are described in the appropriate process sections of these guidelines.

14.1.1 General Administration Duties

The NANPA, upon request, shall provide information and answer questions for clarification regarding Thousands-Block Number Pooling administration processes, procedures, interfaces, and services. Additionally, the NANPA 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 NANPA 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 CO Codes for Pool Replenishment using the Thousands-Block Months to Exhaust Certification Worksheet - Thousands-Block Level - Appendix 2;
- d) provide data for use in the planning and implementation of Numbering Plan Area (NPA) Code Relief (e.g., update the NANP Administration System (NAS) 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 these guidelines when requested by Thousands-Block Applicants, including timely notification of changes;
- f) assist 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 NANPA-recognized holidays and distribute as necessary;
- i) log and track all Thousands-Block applications using a tracking mechanism which shall enable the NANPA and Applicant to identify a specific Thousands-Block application; and
- j) build and maintain an industry database 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;
 - 4) user profile(s) that contain the SP contact information, Operating Company Number (OCN), and level of access permitted. An SP may need multiple individual profiles and passwords
- k) set the "Pool Indicator" on the CO Code ACD record in Business Integrated Routing and Rating Database System (BIRRRDS) for those CO Codes from which Thousands-Blocks have been donated/disconnected to the Industry Inventory Pool after the Thousands-Block Disconnect Date;
- l) track the SPs participating in pooling in a voluntary Rate Center outside of the top 100 Metropolitan Statistical Areas (MSA). NANPA shall deny any Non-Pooled CO Code application from an 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 NAS 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 Service Provider ID (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.

14.1.2 Forecasting and Planning Processes

The NANPA 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) use Thousands-Block Numbering Pooling data to assist in determining when the Numbering Resources appear to be nearing exhaust

14.1.3 Assignment Processes

The NANPA shall:

- a) using the NAS, 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 Thousands-Block Effective Date;
- c) deny the application if the NANPA has received written direction and supporting documentation from the appropriate regulatory body 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 "Comments" field on the Thousands-Block (NPA-NXX-X) and Central Office Code (NPA-NXX) Application - Part 1 disconnect by the previous Thousands-Block Holder), the recipient SP is to be notified via the Administrator's Response/Confirmation - Part 3 "Administrator Comments" field regarding ability to use Thousands-Block(s);
- 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 seven (7) calendar days following receipt of the application by issuing the Part 3 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 2 when an application is for new CO Code to replenish the Industry Inventory Pool in order to meet an SP's request. This includes processing of expedited applications when needed;
- j) complete and return one (1) Confirmation of Pooled CO Code In Service - Part 4 Pooled Code (PC) to confirm that the CO Code obtained to replenish the Industry Inventory Pool has been placed In Service upon receipt of a Confirmation of Thousands-Block (NPA-NXX-X) or Central Office (CO) Code (NPA-NXX) In Service - Part 4 from any Thousands-Block Holder

14.1.4 The Reporting Processes

The NANPA shall:

- a) prepare and publish reports as required by the industry and regulatory bodies 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 for use in applicable forecast studies; and only publish data that has been aggregated

The NANPA shall obtain the necessary SP documentation to establish and administer the Industry Inventory Pool.

14.1.5 Block Reclamation Processes

The NANPA 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 NANPA 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 NANPA shall inform and forward relevant information which contains the details of the possible infraction to the designated Auditor or appropriate regulatory body for disposition. In addition, the NANPA 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 six (6) month Inventory.³²⁶ The quantity of these Thousands-Blocks should be determined by the NANPA 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.

14.1.7.1 Replenishment of the Industry Inventory Pool

The NANPA 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 processing SP applications for new CO Codes 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 NANPA shall also be used to replenish the Industry Inventory Pool. SPs may also voluntarily donate/disconnect 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 an SP by the NANPA. SPs should first donate/disconnect all uncontaminated Thousands-Blocks before donating/disconnecting any contaminated Thousands-Blocks for Industry Inventory Pool replenishment. SPs shall not donate/disconnect 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 to replenish the Industry Inventory Pool, the NANPA may send a request via e-mail asking that SPs voluntarily donate/disconnect (using the Thousands-Block disconnect process) any Thousands-Blocks, from Pooled or Non-pooled CO Codes that are no longer needed, based on their six (6) month Inventory forecast. SPs are encouraged but not required to donate/disconnect 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 NANPA utilizes SPs' Thousands-Block Forecast Report - Appendix 3 forecasts to determine that additional Thousands-Blocks are required to maintain a six (6) month supply for the Industry Inventory Pool for a specific Rate Center.

Step 2 - The NANPA may require new CO Code(s) to replenish the Industry Inventory Pool to meet an SP's application that is not able to be filled from Thousands-Blocks currently Available in the Industry Inventory Pool:

- a) When an SP applies for more than one (1) Thousands-Block in a pool that needs to be replenished, the NANPA 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 an SP applies for a Thousands-Block(s), the NANPA 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 and submit them to the NANPA. For pool replenishment only, the NANPA shall provide an aggregated Appendix 2.

³²⁶ 47 CFR § 52.20 (d) (2).

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Step 4 - NANPA shall review the Part 1 and, within seven (7) calendar days, notify 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 (7) calendar days of receipt of the Part 1, the NANPA shall inform the CO Code Holder of the Thousands-Block(s) Assigned using the Part 3.

- a) During this seven (7) calendar day interval, the NANPA shall input all 10 Thousands-Blocks into NAS and assign the requested number of Thousands-Blocks per the SP's Part 1. All other Thousands-Blocks from this Pooled CO Code shall be made Available for Assignment in the Industry Inventory Pool, but listed as "Pending" until the NANPA receives confirmation from the CO Code Holder of the pooled CO Code that the Pooled CO Code has been 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.³²⁷
- 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 donating/disconnecting the Thousands-Block to the NANPA.
- c) As an option, and at the request of an Applicant, the NANPA may assign a Thousands-Block(s) from the Pooled CO Code with a Thousands-Block Effective Date one (1) business day after the Effective Date of the Pooled CO Code, if an Applicant selects the checkbox on the Part 1 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 NANPA 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 seven (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 59 calendar days. The NANPA:

- a) shall continue to assign Thousands-Blocks on a first come, first served basis;
- b) should request that SPs voluntarily donate/disconnect 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 Pooled CO Code Responsibilities

The NANPA, when processing an application for Growth Pooled CO Codes for the Industry Inventory Pool, shall demonstrate that existing Thousands-Blocks for the Rate Center shall exhaust within six (6) months by submitting the Appendix 3.³²⁸ 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 six (6) months; and
- c) projected demand for Thousands-Blocks in the next 12 months.

³²⁷ 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/ >.

³²⁸ 47 CFR § 52.15 (g) (4) (A)

The NANPA, when processing an application for a Pooled CO Code to a) satisfy the needs of an SP's single customer requiring 10,000 consecutive Telephone Numbers (TN), or b) establish a Location Routing Number (LRN), shall review the Months to Exhaust Certification Worksheet – TN Level - Appendix 1 that is supplied by the requesting SP and includes:

- a) TNs Available for Assignment;
- b) incremental growth history of new TNs for the past six (6) months (does not include ported-in TNs); and
- c) Projected incremental demand for TNs in the next 12 months

When an SP requests a dedicated CO Code for a single customer³²⁹ 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 NANPA (e.g., Attach Documents in NAS or email) this supporting documentation immediately after submitting the dedicated CO Code application. If the documents are not being attached in NAS, the NAS tracking number shall be provided. When an 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 to the NANPA. This form confirms the Pooled CO Code has been placed In Service.³³⁰

Before allocating Thousands-Blocks from a new CO Code that was Assigned for use in an Industry Inventory Pool, the NANPA 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.³³¹ As an option, and at the request of an Applicant, the NANPA may assign a Thousands-Block(s) from the Pooled CO Code with a Thousands-Block Effective Date one (1) business day after the Effective Date of the Pooled CO Code, if an Applicant selects the checkbox on the Part 1 that indicates that the Applicant explicitly understands that the underlying Pooled CO Code may not yet be activated in the Public Switched Telephone Network (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 CO Code Effective Date, NAS 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 test³³² was successfully performed. Within five (5) business days of receiving the NANPA's email, the CO Code Holder of a Pooled CO Code shall indicate the status of the Pooled CO Code via NAS. An SP shall not submit the PSTN Activation confirmation more than five (5) calendar days prior to the BIRRDs/LERG Routing Guide Effective Date.³³³
- b) If the CO Code Holder of the Pooled CO Code confirms via NAS 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 NANPA shall, within two (2) business days, change the status of the Thousands-Blocks in NAS to "Available" for Assignment to any SP.
- c) If the CO Code Holder of the Pooled CO Code fails to respond, or advises the NANPA via NAS that the Pooled CO Code has not been activated in the PSTN, the status of the Thousands-Blocks in NAS remains unchanged. NAS shall continue to generate an e-mail message to the CO Code Holder

³²⁹ 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.

³³⁰ See definition of "In Service" in Glossary.

³³¹ 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/ >.

³³² See ATIS-0300032, *Next Generation Interconnection Interoperability Forum (NGIIF) Reference Document, Part X*

³³³ 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/ >.

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 NANPA via NAS 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 NANPA via NAS of the date it shall fulfill those responsibilities so that the NANPA can update the availability of the associated Thousands-Blocks in NAS 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 NANPA 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.

NAS shall not accept a Part 4 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 NANPA 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 NANPA shall, within two (2) business days, change the status of the Pooled CO Code in NAS and then the CO Code Holder of the Pooled CO Code shall be able to successfully submit a Part 4 into NAS.

PAS shall accept a Part 4 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 NANPA shall not change the status of any remaining Thousands-Blocks in NAS to "Available" for Assignment until the NANPA receives confirmation via NAS 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 an NPA is in Jeopardy,³³⁴ the NANPA shall participate in the NPA Jeopardy activities. The Industry Inventory Pool participants are encouraged to also participate.

The NANPA and SPs shall follow the Jeopardy procedures outlined in the Section 15. It is understood that the NANPA 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.

14.1.11 Troubleshooting

14.1.11.1

When a Thousands-Block available in the Industry Inventory Pool is identified as being more than 10% contaminated, the NANPA shall request an ad hoc report from NPAC (not to exceed two (2) requests per week) within five (5) calendar days of being notified of the over 10% Contamination.

If the only active or pending LNP ports on the Thousands-Block(s) are ISPs to the Code Holder of the pooled CO Code, the NANPA shall request that the Code Holder of the Pooled CO Code place the Thousands-Block(s) back into its Inventory. The NANPA shall use the latest contact information that NANPA has on file for the Code Holder of the pooled CO Code. SPs also may designate a special contact for this purpose by providing contact information to the NANPA. MTE and Utilization requirements are waived when retrieving a Thousands-Block that is over 10% contaminated. Retrieval by the Code Holder may be accomplished via e-mail with the NANPA. The NANPA shall then update NAS to show the block as retained by the Code Holder of the pooled CO Code.

When necessary, if there are active or pending Local Number Portability (LNP) ports to SPs other than the Code Holder of the Pooled CO Code, the NANPA 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 Thousands-Block Holder. The SP with the most ports will have five (5) business days from the date of receipt of the NANPA's notification to respond with a complete and accurate Part 1Thousands-Block Request. If the SP with the most ports does not respond, the NANPA shall contact all affected SPs shown on the NPAC report, requesting that one (1) of those SPs become the new Thousands-Block Holder. The affected SPs shall have five (5) business days from the date of receipt of the NANPA's notification to respond with a complete and accurate Part 1Thousands-Block Request. If the block

³³⁴ 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.

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 Thousands-Block that is over 10% contaminated, however the SP should provide an explanation in the "Comments" field on the Part 1 stating that it is responding to the NANPA's request for a new Thousands-Block Holder of an over-contaminated Thousands-Block, and shall select the radio button labeled "Over-Contaminated Block Exception" on the MTE form in NAS, which waives the MTE and utilization requirements and allows the application to be submitted (See *NAS User Guide for SPs & SPCs Thousands-Block/CO Code* at www.nanpa.com for more information). The NANPA shall use the latest contact information that NANPA has on file for the affected SPs. SPs also may designate a special contact for this purpose by providing contact information to the NANPA.

The first SP to respond to the NANPA with a complete and accurate Part 1 shall become the new Thousands-Block Holder. Only the receipt of a Part 1 via NAS shall be accepted as an official request. The NANPA shall process the Part 1 and provide a Part 3 to the new Thousands-Block Holder. The NANPA also shall notify all affected SPs that a new Thousands-Block Holder has been selected.

Upon approval of the Part 1, the NANPA shall create the BCR record in BIRRDS with the new Thousands-Block Holder's information. The new Administrative Operating Company Number (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 Thousands-Block Holder, the NANPA shall request the appropriate regulatory body'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 body directs the NANPA to disconnect all ports, via written confirmation, email or fax, the NANPA shall provide the NPAC with written notice from the appropriate regulatory body in order for the NPAC to remove all records in its database related to the Thousands-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 NANPA 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 NANPA to inquire about the status of a Pooled CO Code, the NANPA shall facilitate communication between the Thousands-Block Holder and the CO Code Holder. The NANPA 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 NANPA shall forward any responses to the Thousands-Block Holder in the original email.

14.2 NANPA Responsibilities

14.2.1

The NANPA shall:

- a) Produce and make available upon request information regarding NANPA CO Code 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 Numbering Plan Areas (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 shall not be accepted. However, within this 33 calendar day interval, the NANPA shall continue to process CO Code applications for:
 - CO Codes awarded via lottery;
 - LRN applications;
 - full CO Code application for a single customer;
 - CO Code expedite applications;
 - petition/safety valve applications;

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- any applications from non-pooling capable SP; and
- Pooled CO Code applications.

After Pool Start/Allocation Date, all pooling-capable SPs shall apply for Pooled for Numbering Resources in NAS.

Once an SP chooses to participate in Thousands-Block Number Pooling in a voluntary Rate Center, all Numbering Resource applications shall be submitted for Thousands-Blocks or Pooled CO Codes. NANPA shall not assign a CO Code to an SP for a voluntary pooled Rate Center in which that SP has either submitted a forecast to the NANPA, submitted a Donation/disconnect to the NANPA, 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 (1) 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 NANPA is required to withhold Numbering Resources from any United States (US) SP that fails to comply with the reporting and Numbering Resource application requirements.³³⁵

- d) Respond within seven (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 record 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 directly to 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 seven (7) calendar days of receiving an application for Numbering Resources.³³⁶ 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.³³⁷

- 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 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 NPA split. When the Applicant provides a CO Code preference in Section 1.4 Code Assignment Preference on the Part 1, NANPA shall assign the preferred CO Code when the CO Code is Available at the time of assignment. When NANPA is unable to assign the CO Code(s) requested in Section 1.4 Code Assignment Preference and the Applicant does not indicate “All other codes” in Section 1.4 Codes that are Undesirable, if any, NANPA shall assign an Available CO Code. When NANPA is unable to assign the CO Code(s) requested in Section 1.4 Code Assignment Preference and the Applicant entered “All other codes” in Section 1.4 Codes that are Undesirable, if any, 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).

³³⁵ 47 CFR § 52.15 (g) (4) (B) (iv)

³³⁶ 47 CFR § 52.15 (g) (iv)

³³⁷ 47 CFR § 52.15 (g) (5)

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- j) Verify that the Applicant has submitted a current Federal Communications Commission (FCC) Form 502, NRUF Report.
- k) Deny the application if the NANPA has received written direction and supporting documentation from the appropriate regulatory body 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.³³⁸ The NANPA shall abide by the state 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 (6) months of receipt.³³⁹
- m) Respond to the Applicant in writing via NAS within seven (7) calendar days of receiving the Part 4 or the Part 4 Pooled Code (PC). 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 forms 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 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) 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:

- a) 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.
- b) Track Switching Entity/POI cutovers and CO Code Reassignments, and perform other operational functions; e.g., CO Code Reclamation.
- c) Ensure that the Applicant places the CO Code In Service³⁴⁰ 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 disconnect 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 (1) 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 a Part 3" Administrator

³³⁸ 47 CFR § 52.15 (i) 6.

³³⁹ 47 CFR § 52.15 (i) 5.

³⁴⁰ See definition of "In Service" in the Glossary.

Comments” 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.

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 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 (2) 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 an 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

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.³⁴¹

15.2 Ongoing CO Code Administration Conservation Practices

Ongoing CO Code administration practices that foster Conservation include the following:

15.2.1

All Service Providers (SP) shall maintain no more than a six (6) month Service Provider Inventory of Telephone Numbers (TN) in each Rate Center or service area in which it provides telecommunications service.³⁴² At a

³⁴¹ The North American Numbering Plan Administrator (NANPA) shall be responsible for disseminating Federal Communications Commission (FCC) Form 502, North American Numbering Plan Numbering Resource Utilization/Forecast (NRUF) Report results to the affected parties.

³⁴² 47 CFR §52.15 (g) (4) (iii).

minimum, SPs shall review their Service Provider Inventories at the Rate Center level for possible CO Code Donations/disconnects semi-annually. SPs shall donate/disconnect 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 body directs otherwise at the time of the proposed relief.³⁴³ The use of Protected Routes, which also permits 7-digit dialing across NPA boundaries, shall continue unless otherwise directed by the appropriate regulatory body.³⁴⁴ 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 body.

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 requests 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 Code 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 body 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 Administrator's Response/Confirmation - Part 3n that further CO Code applications may be filled according to Jeopardy procedures in Section 15.4 of these guidelines.

If the NPA is within 60 days of SPs being able to request CO Codes in the new relief NPA(s) and NANPA must declare Jeopardy, all remaining assignable CO Codes shall be Allocated via lottery. When two (2) monthly lotteries are required, then NANPA shall use best efforts to equally allocate all remaining CO Codes between the two (2) lotteries. NANPA shall notify the appropriate regulatory bodies and the industry of the status of the NPA via electronic notification.

15.3.2

NANPA shall notify the appropriate regulatory bodies] and the industry that the NPA is in Jeopardy.³⁴⁵ All CO Code applications shall be entered in the lottery and shall follow the interim Jeopardy procedures until final Jeopardy procedures can be established.

³⁴³ Policy established per letter dated 10/29/97 from the North American Numbering Council (NANC) Chairman to the Industry Numbering Committee (INC) Moderator.

³⁴⁴ 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.

³⁴⁵ State jurisdiction in fashioning Jeopardy procedures shall have met the conditions of the Federal Communications Commission (FCC) Order 98-224, adopted September 11, 1998, "The Pennsylvania Order," i.e., absence of industry consensus and a relief plan decision.

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 bodies 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 the projected NPA exhaust date.

The procedures shall remain in effect until such time as the supply and forecasted demand of CO Codes no longer justify Jeopardy or the earliest date CO Codes in the new NPA can be requested through NANPA.

15.4 Interim Jeopardy Procedures

No later than three (3) 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 the industry can meet to establish final Jeopardy procedures.

CO Code Allocations shall initially be set at three (3) per month.

Thousands-Block (NPA-NXX-X) and Central Office Code (NPA-NXX) Application - Part 1 shall be submitted (the date populated on Section 1.3, "Dates") no earlier than the 1st business day of the month and no later than the 5th business day of the month³⁴⁶. 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 (3) CO Code applications per month. Applications submitted that exceed 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 (3) 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 (3) that is not Assigned in a rationing month shall NOT carryover for assignment in the following month (monthly assignable).

If more than three (3) Part 1 applications are 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 14 calendar days. NANPA shall also facilitate an industry review of the final Jeopardy procedures at the NPA relief implementation meeting or any subsequent NPA relief meeting to revise the implementation schedule.

15.5.2

A monthly base Allocation shall be 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 or the earliest date CO Codes in the new NPA can be ordered through NANPA.

15.5.3

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.

³⁴⁶ North American Numbering Plan Administrator (NANPA) holidays are not counted as a business day. The NANPA holiday schedule can be found on the NANPA website at www.nanpa.com

15.5.4

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.

15.5.5

For CO Codes reserved per Section 6.2, a Jeopardy declaration cancels all CO Code reservations. NANPA shall send a Part 3 denial noting “the CO Code request was denied per the declaration of Jeopardy”.

15.5.6

Should the supply and forecasted demand of CO Codes no longer justify Jeopardy, NANPA shall rescind Jeopardy. NANPA shall notify the appropriate regulatory bodies 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 the projected NPA exhaust date.

These procedures shall remain in effect until such time as the supply and forecasted demand of CO Codes no longer justify Jeopardy or the earliest date CO Codes in the new NPA can be requested through NANPA.

15.6 NPA-Specific Conservation Alternatives

The following is a list of potential alternatives to be considered by NANPA and interested parties when developing 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 as long as numbers are aged the minimum of 45 calendar days.³⁴⁷
- 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) Thousands-Block Porting].
- c) Advance the mandatory dialing date for a new NPA by shortening the permissive dialing period.
- d) Revamp the entire NPA 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) Disconnect 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

This section identifies required CO Code relief planning functions that are related to the CO Code 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), 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.

³⁴⁷ 47 CFR 52.15(f)(1)(ii)

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 Numbering Plan Areas (NPAs) to ensure effective and efficient utilization of Numbering Resources.

16.1.2

The NANPA prepares the semi-annual Federal Communications Commission (FCC) Form 502, North American Numbering Plan Numbering Resource Utilization/Forecast (NRUF) Report; which includes Thousands-Block Number Pooling data. This function includes the following activities:³⁴⁸

- 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 state regulatory bodies subject to appropriate confidentiality protections.³⁴⁹ Requests for Service Provider (SP) specific data shall be made available, upon request, to the NANPA who shall protect proprietary and competitively sensitive information from public disclosure.³⁵⁰
- b) Investigates and resolves, wherever possible, any discrepancies in the information provided.
- 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.³⁵¹

16.1.3

Projects CO Code exhaust within NPAs in order to prepare for 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.³⁵²

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 bodies, where necessary.

16.1.7

Develops dialing plan alternatives within local jurisdictions.

³⁴⁸ The Federal Communications Commission (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).

³⁴⁹ 47 CFR § 52.15 (f) (7)

³⁵⁰ FCC 00-104 ¶75

³⁵¹ 47 CFR § 52.15 (f) (7)

³⁵² 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.

16.1.8

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.

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 the Telecom Routing Administration (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 (6) months prior to the start of permissive dialing. If there is no permissive dialing period, the data shall be provided no later than six (6) 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 (1) 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 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 (6) months prior to the start of permissive dialing. If there is no permissive dialing period, the data shall be provided no later than six (6) 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 (6) 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 (1) 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 Business Integrated Routing and Rating Database System (BIRRDS).

NANPA shall notify the industry via the 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 (OSS) 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 ACD record in BIRRDS in the "OLD" NPA with the CO Code Effective Date indicated on the Administrator's Response/Confirmation -Part 3
 - b) NANPA establishes the ACD record 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 perform the following in BIRRDS:
 - 1) Create an NXD record in the NEW NPA with the Effective Date indicated on the Part 3
 - 2) Create an NXD record in the OLD NPA with the Effective Date indicated on the Part 3
 - 3) Disconnect the NXD record in the OLD NPA effective on the mandatory dialing date
- In the case in which an 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 disconnects the ACD record in BIRRDS in the OLD NPA with the CO Code Effective Date indicated on the Part 3

- b) NANPA modifies/disconnects the ACD record 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) perform the following in BIRRDs::
 - 1) modify/disconnect the NXD record in the OLD NPA with the Effective Date indicated on the Part 3
 - 2) modify/disconnect the NXD record in the NEW NPA with the Effective Date indicated on the Part 3

16.2 Affected Parties

Affected parties³⁵³ 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 disconnected following the completion of that implementation. The test CO Code shall not be subject to Thousands-Block Number Pooling requirements (if pooling is in place within the NPA).³⁵⁴ 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 (6) months before the start of permissive dialing and the Test Number is required to be included in the NANPA Planning Letter (PL), 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 (1) Test Number for an NPA Code Relief project is required. However, circumstances may require two (2) or three (3) Test Numbers as well as possibly more than one (1) 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 Thousands-Block (NPA-NXX-X) and Central Office Code (NPA-NXX) Application - Part 1 with the expected Effective Date and e-mail a Part 1 disconnect with the expected disconnect date at the same time.

There shall be no Confirmation of Thousands-Block (NPA-NXX-X) or Central Office (CO) Code (NPA-NXX) In Service - Part 4 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

The decision to establish an Industry Inventory Pool in any given location is a regulatory responsibility. This section describes the responsibilities of the North American Numbering Administration (NANPA) 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 Federal Communications Commission (FCC) order giving a state delegated authority to implement mandatory Thousands-Block Number Pooling.

- a) Outline of the SIM and milestones
- b) NANPA responsibilities
- c) SP responsibilities

³⁵³ 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.

³⁵⁴ See "Next Generation Interconnection Interoperability Forum (NGIIF) Reference Document" for test code requirements for implementation of a new NPA.

17.1 Outline of SIM Milestones (Table 1)

Upon regulatory direction, the NANPA 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 NANPA 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 NANPA 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 NANPA 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 body, when provided. If the mandate/directive from the appropriate regulatory body 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 body released its order requiring Thousands-Block Number Pooling.
- b) SIM - The meeting held by the NANPA 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 by submitting the Thousands-Block Forecast Report - Appendix 3 to the NANPA.
- 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 Intra Service Provider (ISP) Port all Telephone Numbers (TN) in the contaminated Thousands-Blocks that they are donating/disconnecting to the Industry Inventory Pool. This is also the date at which SPs may begin submitting Thousands-Block disconnects to the NANPA. All Thousands-Blocks being donated/disconnected shall have all ISP Ports completed, be protected from further assignment, have any test lines removed, and Location Routing Numbers (LRN) removed prior to submitting the Thousands-Block (NPA-NXX-X) and Central Office Code (NPA-NXX) Application - Part 1 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 1 disconnect applications for the Thousands-Blocks being donated/disconnected to the Industry Inventory Pool. All Thousands-Blocks being donated/disconnected shall have all ISP Ports completed, be protected from further assignment, have any test lines removed, and LRNs removed prior to submitting the Part 1 disconnect application and be portable in the NPAC and LERG Routing Guide. Five (5) 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 NANPA to aggregate and evaluate SP Thousands-Block disconnect 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 (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 NANPA website.
- g) Implementation and Pool Start/Allocation Date - The date identified by the appropriate regulatory body or agreed upon by the NANPA and participating SPs by which Thousands-Block Number Pooling is to be implemented. This is also the date the NANPA 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 NANPA.

Table 17.1: SIM Milestones

#	Milestones	Date
1	Regulatory Mandate	
2	Supplemental Implementation Meeting Discuss any restrictions on CO Code applications	
3	Forecast Report Date	

#	Milestones	Date
4	Thousands-Block Protection and Thousands-Block Donation/Disconnect Identification Date	
5	Thousands-Block Disconnect Date End ISP Porting NOTE: Five (5) business days later, LERG™ Routing Guide update completed by iconectiv® with Thousands-Blocks SPs are retaining	
6	NANPA Assessment of Industry Inventory Surplus/Deficiency Posted on NANPA website	
7	Implementation and Pool Start/Allocation Date 1st Date to Request Thousands-Blocks	

17.2 Details of SIM

17.2.1 Regulatory Mandate

The date the appropriate regulatory body released its order requiring Thousands-Block Number Pooling. The date that Thousands-Block Number Pooling was ordered.

17.2.2 SIM

The NANPA is required to hold one (1) 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/disconnect, etc.) and shall have the opportunity to ask clarification questions regarding this process.

The NANPA 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 an SP in the designated area wishes to host the meeting, they should contact the NANPA and meeting costs may be optional. The NANPA 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 NANPA using the Appendix 3. A separate Appendix 3 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 NANPA 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 (1) month or more). The Appendix 3 shall be used by the NANPA 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 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/disconnected to the Industry Inventory Pool. SPs are required to verify Available TNs in Thousands-Blocks which they intend to donate/disconnect 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/disconnecting, including TNs Assigned to Resellers, Type 1 Interconnect Service Providers, etc., prior to submitting the Part 1 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/disconnected 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/disconnected Thousands-Blocks shall be ready for Allocation and use on the date indicated by the SP on the Part 1 or on the Implementation and Pool Start/Allocation Date, whichever is earlier.

A Thousands-Block may only be donated/disconnected if the Thousands-Block does not contain more than 100 Unavailable TNs. This includes the donating/disconnecting SP's Unavailable TNs and all other ported TNs identified in NPAC to other SPs. An SP shall use the "Comments" field on the Part 1 disconnect to indicate if Thousands-Block(s) donated/disconnected has any special status or treatment (e.g., restricted use, chatline, etc.). SPs shall complete their ISP Ports before submitting a Part 1 to disconnect the Thousands-Block. SPs shall submit all Part 1 Thousands-Block disconnects to the NANPA by the Thousands-Block Disconnect Date. If ISP Ports in the NPAC are not completed and a donated/disconnected contaminated Thousands-Block is Assigned, there may be service disruptions including double assignments, for those contaminated TNs.

An SP donating/disconnecting a Thousands-Block containing a test line number shall disconnect the test line number prior to submitting the Part 1 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.

An SP donating/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 retained by or Assigned to the SP and delete the LRN in the NPAC and the LERG Routing Guide.

On the Part 1 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/disconnected, 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 1 to disconnect a Thousands-Block.

Also, on the Part 1 there is a field for SPs to confirm that the Thousands-Block has been protected from further assignment. In completing the "Has Thousands-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 1 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 Thousands-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 six (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).³⁵⁵

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/disconnect to the NANPA (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/disconnected. However, in no case shall the interval be less than 30 calendar days.

SPs are required to donate/disconnect protected Thousands-Blocks on or before the Thousands-Block Disconnect Date. A Thousands-Block may only be donated/disconnected if the Thousands-Block does not contain more than 100 Unavailable TNs. This includes the donating/disconnecting SP's Unavailable TNs and all other ported TNs identified in NPAC to other SPs. SPs should not donate/disconnect any Thousands-Blocks that shall be required to maintain their Service Provider Inventory for six (6) months beyond the Implementation and Pool Start/Allocation Date.

³⁵⁵ 47 CFR § 52.15 (g) (2).

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When the CO Code is already a Pooled CO Code, SPs disconnect the NXD record for the Thousands-Block being disconnected in BIRRDS prior to submitting the Thousands-Block disconnect. When the CO Code is a Non-pooled CO Code, the SP shall create the NXD records for any Thousands-Blocks being retained after the NANPA has processed the request. At the time the NANPA approves the disconnect application, the NANPA shall update the BCR record in BIRRDS with the Effective Date indicated on the Administrator's Response/Confirmation - Part 3.

SPs shall complete their ISP Ports and protect the Thousands-Block from further TN assignments before submitting a Part 1 to disconnect the Thousands-Block. SPs shall remove any test lines or LRNs from the Thousands-Block prior to submitting a Part 1 to disconnect the Thousands-Block. If ISP Ports in the NPAC are not completed and a donated/disconnected contaminated Thousands-Block is Assigned, there may be service disruptions including double assignments, for those contaminated TNs.

An SP donating/disconnecting 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.

An SP donating/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 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 1 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/disconnected 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 1 to disconnect a Thousands-Block.

Also, on the Part 1 there is a field for SPs to confirm that the Thousands-Block has been protected from further assignment. In completing the "Has Thousands-Block been protected from further assignment?" field for each Thousands-Block to be donated/disconnected, 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 1 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/disconnecting 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/disconnecting 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;
- 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., Spanning Tree Protocol (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 "Comments" field on the Part 1 disconnect if the Thousands-Block(s) being donated/disconnected have any special status or treatment (e.g., restricted use, chatline, etc.)

SPs shall submit all Part 1 Thousands-Block disconnects to the NANPA 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/disconnect to the NANPA (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/disconnected. However, in no case shall the interval be less than 30 calendar days.

Prior to the Thousands-Block disconnect Effective Date, an 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 NANP Administration System (NAS) (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/disconnected to the pool by submitting a Part 1 to the NANPA (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 LNP Port exists for an Unavailable TN(s) within a contaminated Thousands-Block that is being donated/disconnected, the two (2) 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/disconnecting SP can perform the ISP(s) for Thousands-Block Donation/disconnect 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/disconnect. 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/disconnect shall result in a rejection of the NPAC activation when that Thousands-Block is subsequently Allocated to an SP following Industry Inventory Pool establishment. See Section 7.1.16.

17.2.6 NANPA Assessment of Industry Inventory Surplus/Deficiency

For each Thousands-Block Number Pooling area supplemental update, the NANPA shall evaluate whether there shall be enough Thousands-Blocks donated/disconnected to create an Industry Inventory Pool with enough supply to meet the aggregate forecasted demand for TNs for six (6) months beyond the Implementation and Pool Start/Allocation Date. If the NANPA determines there shall be an insufficient supply to meet this demand, the NANPA shall request SPs with a forecasted demand to submit an application for additional CO Codes 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 NANPA determines there is an excess supply beyond the six (6) month inventory level, the NANPA shall request SPs to disconnect any full CO Codes in excess the NANPA. Any excess individual Thousands-Blocks shall be kept in the Industry Inventory Pool.

The NANPA shall post the assessment of the Industry Inventory Pool to the NANPA website for SPs to view the results of the surplus/deficiency determination on the eighth (8) 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 NANPA and participating SPs by which Thousands-Block Number Pooling is to be implemented in the supplemental Rate Centers. It is the date the NANPA 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 NANPA. The Implementation and Pool Start/Allocation Date may be as few as five (5) business days following the Thousands-Block Disconnect Date: two (2) calendar days are necessary to allow the NPAC download of ISP Ports to occur and two (2) business days to allow the NANPA to compile the necessary data; the additional three (3) business days are for the initialization of the data in Business Integrated Routing and Rating Database System (BIRRDs). The Pool Start/Allocation Date may also be established beyond five (5) business days following the Thousands-Block Disconnect Date, depending on local circumstances.

18 Rate Center Consolidations/Changes

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 North American Numbering Plan Administrator (NANPA) when the tariff is approved by the appropriate regulatory body. SPs that file tariffs for a Rate Center change are advised to adhere to the minimum timeframe of 90 calendar days

when planning this type of change.³⁵⁶ The NANPA shall confirm the Rate Center consolidation(s)/change(s) with the regulatory body.

NANPA shall issue a NANP Notification System (NNS) to the industry as soon as NANPA has verified the Rate Center change and the timeframe with the regulatory body and made appropriate change(s) in the NANP Administration System (NAS) on the Effective Date of the change(s). SPs are not required to submit Thousands-Block (NPA-NXX-X) and Central Office Code (NPA-NXX) Application - Part 1 to NANPA for these types of changes. The NANPA shall issue an NNS, identifying the Central Office (CO) Code(s) (NPA-NXX) and 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 with a copy of the previously approved tariff, the CO Code(s) and Thousands-Blocks affected, and the Effective Date the change(s)³⁵⁷ are to be implemented. NANPA shall verify the changes with the appropriate regulatory body and make necessary updates in NAS. SP(s) are not required to submit Part 1s to reflect this change. The NANPA shall issue an NNS when the updates have been made, identifying the CO Code(s) and Thousands-Block(s) affected, and provide a list of Rate Centers that shall require forecast updates.

18.2 Deregulated Rate Center Consolidations/Change

An SP doing a Rate Center consolidation/change in deregulated states (which do not require tariffs or other regulatory filings) shall notify the NANPA indicating that the state is deregulated. NANPA shall issue an NNS 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 advised to adhere to the minimum timeframe of 90 calendar days when planning this type of change. The NANPA shall issue an NNS when the updates have been made in NAS, identifying the CO Codes and 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 SP initiating the change(s), and the appropriate regulatory body with the CO Code(s) and Thousands-Block(s) involved in the dispute. NANPA shall reverse the changes to the disputed CO Code(s) and Thousands-Block(s) and place any Available Thousands-Block(s) from the disputed Pooled CO Code(s) into a reserved status until the regulatory body has resolved the dispute.

NANPA shall coordinate with iconectiv's Telecom Routing Administration (TRA) to update the appropriate ACD and NXD records in BIRRDs.

19 Appeals and Safety Valve Process

19.1 Appeals Process

19.1.1

Disagreements may arise between the North American Numbering Plan Administrator (NANPA) and CO Code Holders/Thousands-Block Holders/Applicants in the context of the administration of these guidelines. In all cases, the NANPA and CO Code Holders/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 (1) or more of the following options:

- a) The CO Code Holder/Thousands-Block Holder/Applicant shall have the opportunity to resubmit the matter to the NANPA 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/Thousands-Block Holders/Applicant may pursue the disagreement with the appropriate regulatory bodies or their designate.
- d) Concerning the Federal Communications Commission (FCC) Form 502, North American Numbering Plan Numbering Resource Utilization/Forecast (NRUF) Report, if the NANPA identifies any significant

³⁵⁶ 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."

³⁵⁷ See the Next Generation Interconnection Interoperability Forum (NGIIF) "Recommended Notification Procedures to the Industry for Changes in Access Network Architecture (ATIS-0300046), Attachment B."

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 seven (7) calendar days to explain the inconsistencies or anomalies [to be defined by the North American Numbering Council (NANC)], or to resubmit the data. If, after the discussions with an 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.³⁵⁸ Resolution by the state commission is expected in an expeditious manner.

- e) In cases where the NANPA has withheld Numbering Resources from any United States (U.S.) SP that fails to provide its utilization and forecast information, NANPA shall notify the SP in writing and allow seven (7) calendar days for the SP to either provide the report or show that it has already done so.³⁵⁹
- f) In cases where the NANPA has withheld Numbering Resources from an 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 seven (7) calendar 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.³⁶⁰

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) and/or Thousands-Block (NPA-NXX-X) was Assigned.

19.2 Safety Valve Process

SPs disputing the NANPA's decision to withhold Initial Numbering Resources upon a finding of noncompliance may appeal the NANPA decision to the appropriate state commission for resolution.

The state commission may affirm, or may overturn, the NANPA 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 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.³⁶¹

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:

North American Numbering Plan Administration
www.nanpa.com

Requests for changes to these guidelines should be directed to the appropriate industry forum, currently the INC.

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³⁵⁸ FCC 00-104 ¶154.

³⁵⁹ FCC 00-104 ¶184.

³⁶⁰ 47 CFR § 52.15 (g) (5)

³⁶¹ 47 CFR § 52.15 (g) (5).

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ACD	The Assigned Code Record (ACD) in BIRRDS is a record of assigned Central Office (CO) Codes and is maintained by numbering administrators (e.g., NANPA). The ACD record is used in various BIRRDS validations to ensure the accuracy of numbering resource assignment and associate data entered by AOCNs.
Activation Deadline	Six (6) months from the original Effective Date returned on the Administrator's Response/Confirmation -Part 3. A Confirmation of Thousands-Block (NPA-NXX-X) or Central Office (CO) Code (NPA-NXX) In Service - Part 4 should be returned to the North American Numbering Plan Administrator (NANPA) by this date.
Active Thousands-Block	A Thousands-Block (NPA-NXX-X) Assigned by the North American Numbering Plan Administrator (NANPA) 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 body.
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 alphanumeric value assigned by TRA to identify a company and its representatives that have arranged with TRA to input data directly into BIRRDS for its own company and/or on behalf of other companies.
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).
Allocation Date	The Allocation Date is the date established by the North American Numbering Plan Administrator (NANPA) 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 Applicant/Thousands-Block Applicant	Service Providers (SP) who submit a Thousands-Block (NPA-NXX-X) and Central Office Code (NPA-NXX) Application - Part 1 to the North American Numbering Plan Administrator (NANPA) for the purpose of being Assigned a Central Office (CO) Code (NPA-NXX) or Thousands-Block (NPA-NXX-X) for their use
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 (5) calendar days shall not be classified as Assigned Numbers. (see 47 CFR § 52.15 (f) (1) (iii)). Ported-out numbers should be included as a subcategory of Assigned Numbers. (FCC 00-104 ¶36)
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 Federal Communications Commission (FCC) rules.
Auditee	The Service Provider (SP) or North American Numbering Plan Administrator (NANPA) that is the subject of an Audit.

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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 Holder or Thousands-Block Holder (47 CFR § 52.15 (f) (1) (iv)).
BIRRDS	The iconectiv® Business Integrated Routing and Rating Database System is a centrally maintained database into which Service Providers (SP) or their agents (AOCNs) 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. BIRRDS output includes the LERG™ Routing Guide and the TPM™ Data Source.
Block Code Record (BCR)	The Block Code Record (BCR) in BIRRDS is a record of assigned Thousands-Blocks and is maintained by numbering administrators (e.g., NANPA). The BCR record is used in various BIRRDS validations to ensure the accuracy of numbering resource assignment and associate data entered by AOCNs.
Central Office (CO) Code (NPA-NXX)	Also be referred to as CO Codes (see 47 CFR. §52.7(c)). The sub-Numbering Plan Area (NPA) code in a Telephone Number (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™ 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® products can refer questions to their company's Common Language® Coordinator. Further information is available via the Common Language® Customer Support Center, 877-699-5577 and at www.commonlanguage.com .
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 (1) 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% are eligible for Donation/disconnect. 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 (see 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 59 calendar days.

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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) disconnect process to donate/disconnect 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 Administrator’s Response/Confirmation – Part 3 Effective Date in these guidelines.
EMB1	EMB1 (Embedded) is an AOCN value used in BIRRDs on various records for which no AOCN exists.
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 Public Safety Answering Point (PSAP) or area within a PSAP. The ESQK is delivered to the PSAP as the calling number/Automatic Number Identification (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 VoIP Positioning Center (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 Safety 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.
Exchange Area	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. 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 (1) town, or may be a section of a large city. The term Exchange Area is often used interchangeably with the term Rate Center.
Exiting the Market	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.
FCC Form 502, North American Numbering Plan Numbering Resource Utilization/Forecast (NRUF) Report	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 (5) 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.

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FCC Registration Number (FRN)	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 FCC Registration Number (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: https://fjallfoss.fcc.gov/coresWeb/publicHome.do .
Forecast Report Date	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 North American Numbering Plan Administrator (NANPA) using the Thousands-Block Forecast Report - Appendix 3.
Growth Thousands-Block/CO Code/Numbering Resource	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 Thousands-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.
Initial Thousands-Block/Code/Numbering Resource	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)).
In Service	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 (1) 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
Interconnected Voice over Internet Protocol (VoIP) Service Provider (SP)	An entity that provides interconnected VoIP service, as that term is defined in 47 U.S.C. § 153(25) (47 CFR § 52.5 (b)). Interconnected VoIP providers are providers of a service that (1) enables real-time, two (2) 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).
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 Voice over Internet Protocol (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) Thousands-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 Thousands-Block Port may be denoted in BIRADS with a Thousands-Block pooling status of "I" or "S."

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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/disconnected to an Industry Inventory Pool. Specifically, numbers Assigned to customers from donated/disconnected Thousands-Blocks that are contaminated shall be ported back to the donating/disconnecting 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 North American Numbering Plan Administrator (NANPA) 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 North American Numbering Plan Administrator (NANPA) 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)	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. A LATA is a 3-digit value. Some LATA descriptions note a 5-digit value where, in Florida only, the last two (2) 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).
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)).
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 LNP Ported Telephone Numbers (TN) in a Local Number Portability (LNP) environment. See "Administrative Numbers" definition.
Major V&H Coordinates	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&H) Coordinates can be used to calculate mileage between two (2) 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. V&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&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.

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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 (1) 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	5-digit numbers derived from latitude and longitude. They are used to rate Message Telephone Service (MTS) calls in some areas of the United States (US) 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). Minor V&H coordinates in Alaska are computed using a different algorithm and are utilized for specific tariffed reasons within Alaska.
Months to Exhaust (MTE)	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: = $\frac{\text{Telephone Numbers (TN) Available for Assignment}}{\text{Average Monthly Growth Rate}}$ When used by the North American Numbering Plan Administrator (NANPA) to document the need for a Growth CO Code: = $\frac{\text{Thousands-Blocks Available for Assignment}}{\text{Average Monthly Growth Rate}}$
NANP (North American Numbering Plan)	A numbering architecture in which every station in the NANP area is identified by a unique ten-digit address consisting of a three-digit 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. It is the basic numbering scheme for the telecommunications networks located in Anguilla, Antigua, Bahamas, Barbados, Bermuda, British Virgin Islands, Canada, Cayman Islands, Dominica, Dominican Republic, Grenada, Jamaica, Montserrat, Sint Maarten, St. Kitts & Nevis, St. Lucia, St. Vincent, Turks & Caicos Islands, Trinidad & Tobago, and the United States (including American Samoa, Puerto Rico, the U.S. Virgin Islands, Guam, the Commonwealth of the Northern Mariana Islands) [See also 47 CFR § 52.5 (d)].
NANPA (North American Numbering Plan Administrator)	The Administrator responsible for the neutral administration of North American Numbering Plan (NANP) Numbering Resources, subject to directives from regulatory bodies in the NANP member countries (See 47 CFR § 52.7 (e)). The NANPA is an impartial non-governmental entity that is not aligned with any particular telecommunications industry segment. ³⁶² Under contract to the FCC, NANPA's responsibilities include assignment of NANP resources, and, in the United States (US) and its territories, coordination of Numbering Plan Area (NPA) code relief planning and collection of utilization and forecast data. See 47 CFR § 52.13. The Pooling Administrator and Routing Number Administrator are under the NANPA contract.
National Exchange Carrier Association (NECA)	A membership association of United States (US) 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 (www.neca.org).

³⁶² 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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NECA Tariff FCC No. 4	<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 United States (US) Tariff Federal Communications Commission (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>
Newly Acquired Numbers	<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>
NXD	<p>The NPA NXX Block (NXD) record in BIRRDS is a record maintained by AOCNs providing the ability for SPs to publish their assigned CO Codes and Thousands-Blocks with associated routing and rating data in the LERG Routing Guide and TPM Data Source.</p>
Numbering Plan Area (NPA)	<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>
Numbering Resources	<p>For the purpose of these guidelines, this term refers to both Central Office (CO) Codes (NPA-NXX) and Thousands-Blocks (NPA-NXX-X). See Central Office (CO) Code (NPA-NXX) and Thousands-Block (NPA-NXX-X).</p>
NPA Code Relief	<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 & Notification Guidelines.</p>
NPA Relief Date	<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>
NPAC (Number Portability Administration Center)	<p>The database that contains routing information on ported Telephone Numbers (TN) and 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>
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. 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>

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Pooling Administrator (PA)	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 responsibilities fall under the North American Numbering Plan Administrator (NANPA). See "NANPA North American Numbering Plan Administrator" definition.
Pool Start/Allocation Date	The date the North American Numbering Plan Administrator (NANPA) 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 NANPA.
Premature Exhaust	When referring to North American Numbering Plan (NANP): Premature Exhaust means the exhaust of 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 st century (i.e., a minimum of 25 years). 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.
Private Networks	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.
Protected Code	A Central Office (CO) Code (NPA-NXX) Assigned in one (1) 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.
Protected Route	A route where the local calling scope from one (1) 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 (1) 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.
Pseudo-Automatic Number Identification (p-ANI)	A 10-digit number used for the purpose of routing an E911 call to the appropriate Public Safety 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.
Public Switched Telephone Network (PSTN)	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.
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 body.
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 disconnect Numbering Resources to the North American Numbering Plan Administration (NANPA). (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 www.atis.org . A reorder "tone" (known as fast busy) may occur in lieu of an announcement. See "Vacant Code Announcement" definition.

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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 body 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) or from a Telecommunications Carrier for the purpose of providing or establishing telecommunications service. For the purposes of these guidelines, the term SP includes an interconnected Voice over Internet Protocol (VoIP) SP. (see 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) 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 Voice over Internet Protocol (VoIP) SPs.
Telecom Routing Administration (TRA)	The iconectiv® that manages product organization the BIRRDs and its associated output (e.g., LERG™ Routing Guide, TPM™ Data Source). Contact Information: 732-699-6700 tra@iconectiv.com
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.

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Thousands-Block Disconnect Date	The deadline for Service Providers (SP) to donate/disconnect their Thousands-Block(s) (NPA-NXX-X) during a Supplemental Implementation Meeting.
Thousands-Block Forecast Report (Appendix 3)	All Thousands-Block Number Pooling Service Providers (SP) shall provide a Thousands-Block Forecast Report - Appendix 3 to the North American Numbering Plan Administrator (NANPA), 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 3 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 NANPA 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 10 sequential Thousands-Blocks (NPA-NXX-X) of 1,000 numbers each, and all 10 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/disconnecting to the Industry Inventory Pool. All Thousands-Blocks to be donated/disconnected 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.
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. 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). 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.

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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 www.atis.org . (See Reorder Announcement (ROA) definition)
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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...".
- 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..."