

Batch Hot Cut Process (BHCP) Requirements - Draft

General:

- IDLC, OSP facilities with an EX designation and Line Splitting circuits will not be candidates for the Batch conversions.
- Batch conversions will utilize existing UNE-P, CLEC or Retail facilities.
- Basic Installation only on batch conversions
- Coordinated and/or basic installation is still offered for business as usual activities – for example – requests not identified as part of the conversion or a part of a project managed hot cut.

Qwest Impacting:

- Qwest will continue to perform a line verification test and issue a trouble ticket if trouble is found to exist on the circuit prior to the conversion to UNE-Loop.
- 100 orders (total) per Central Office per day is the limit. (100 is the maximum per office while 25 per central office is the minimum)
- RCMAC – Translations completed on Due Date (“DD”)
- UNE-P with line splitting (511 in AZ, CO, MN, OR, WA) will not be included in the batch conversion – Qwest will provide a list of those TNs (CLEC specific) where line splitting has been deployed by the CLEC and these orders will be scheduled during normal business hours.
- Once an LSR is submitted to Qwest, Qwest will produce a spreadsheet that contains the following information: CLEC PON with 3 letter identifier (e.g., “BHC”), Qwest order number, TN, Qwest project ID #, valid CLEC CBR information

CLEC Impacting:

- CLEC will interface with a Qwest representative(s) to negotiate order entry and the prioritization of the Batch Hot Cut activity.
- CLEC will be responsible for submitting LSR to Qwest - LSR must contain contact information including CLEC contact number and email address.
- PON number assigned will end in “BHC” to identify that the order is a part of the Batch Hot Cut Process.
- CLEC industry standard dial tone needs to be at the ICDF prior to DD.
- If industry standard Dial Tone (“DT”) is not present when a technician is ready to perform the lift and lay, the order will be referred to the CLEC via a phone call for the CLEC to resolve. The CLEC will have one hour to provide industry standard DT. If not resolved by the end of conversion shift or tour, the order, and all lines associated with that specific order, will be jeoped back to the CLEC and will have to be resubmitted following the normal process flow.
- Batch clearing/closing of orders is via the Qwest provided spreadsheet and will be sent to the CLEC provided email address.
- CLEC must complete activation of their subscription for number porting upon notification of order completion.
- If CLEC experiences trouble on the newly converted UNE-Loop within the first 30 days, the CLEC should contact the QCCC for resolution through the warranty group.

Proposed changes to the current hot cut process:

- **CLEC requirements:**
 - CLEC must provide/copy accurate end user service address ..
 - If industry standard dial tone is not available on DD, CLEC will have one hour to resolve the issue or the order will be dropped from the BHCP.

- **Qwest Requirements**

- Qwest will pre-wire the CLEC jumper on due date not on DVA date (DD-2).
- Qwest would submit a spreadsheet to the CLEC of the conversions by CO, by end user, etc. within 24 hours of receipt of the FOC.
- Qwest will not perform the 48 hour pre-due date industry standard DT test in the CLEC's switch terminations.
- Qwest will only notify the CLEC of a no industry standard DT condition on the due date. CLEC will be notified of the No DT condition on the DD (notification is by phone call) and update in TIRKS OSSLOG once the order is jeop'ed to new date.
- DT/ANI test on CLEC switch termination and existing UNE-P terminations will take place on the DD with COT updating TIRKS records upon order completion.
- No email distribution of test results.
- COT will no longer call to RCMAC to work the disconnect of the UNE-P.
- The Central Office process will change to do the FOMs disconnect work the day after the DD.
- Central Office will only call the QCCC if translations are not completed.
- QCCC performs batch close out of CLEC orders using the Qwest generated spreadsheet via email. Close out is completed and is sent to CLEC designated email address.
- LNP activation is verified by both Qwest and CLEC..
- A failure of one order within the batch does not constitute the failure of the entire batch cut.