

Appendix B –Developer Worksheets – Order – EU and LSR
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Ref	Field Name	Action Type	POTS Resale	PAL - Co-Providers	PAL - PSPs	Unbundled Loop	Local Num. Portability	Interim Num. Portability	Loop / Num. Portability	BRI/ISDN Resale	Centrex Plus/Centrex	Centrex 21	PBX	Analog Line Side Port	Digital Line Side Port	Listings Only	Resale Frame Relay	DID in Only Trunks	Designed Trunks Resale	Unbundled Analog DID/PBX Trunk Port	Unbundled DS1 DID/PBX Trunk Port Facility	Unbundled DS1 DID/PBX Trunk	Qwest DSL	UFL	UDL	UDL with NP	Shared Loop	UNE POTS (P or STAR)	PRI ISDN Resale Trunks	UNE-P ISDN BRI	UNE Centrex (P or STAR)	UNE Centrex 21 (P or STAR)	UNE-P PRI ISDN Trunk	UNE-P PBX DID in Only Trunk	UNE-P PBX Designed Trunk	UNE-P DSS Trunk	Field Length	Field Characteristics	Valid Values		
5	DQTY	N=New Installation D=Disconnect W=Conversion As Is V=Conv. As Specified Z=Conv. Spec/No DL C=Change T=Outside Move L=Seasonal Suspend Y=Deny B=Restore R=Record M=Inside Move	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	3	n	
6	PG_of_	N=New Installation D=Disconnect W=Conversion As Is V=Conv. As Specified Z=Conv. Spec/No DL C=Change T=Outside Move L=Seasonal Suspend Y=Deny B=Restore R=Record M=Inside Move	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	4	n	
	3.3 Location and Access Section																																								
7	LOCNUM*	N=New Installation D=Disconnect W=Conversion As Is V=Conv. As Specified Z=Conv. Spec/No DL C=Change T=Outside Move L=Seasonal Suspend Y=Deny B=Restore R=Record M=Inside Move	R	N	N	R	N	N	N	R	R	R	R	R	R	N	N	N	N	R	R	R	R	R	R	R	R	R	N	R	R	R	R	R	R	R	R	R	3	n	

Negotiated Business Rules
Rules apply to individual products.
Product number precedes the applicable business rule
(e.g.: 1-4 means rule applies to products 1, 2, 3 & 4; 1, 4 means rule applies only to 1 & 4)

N=Not Req'd, R=Required, O=Optional, C=Conditional, P=Prohibited, Blank=Action Type is N/A, * =Repeating Field (# of stars indicates level of repetition)

Products 1, 3, 3a, 8, 9a, 10, 11, 12, 17, 18, 19, 20, 21, 25, 28, 29, 31, 33, 35, 37:
Required if ACT=D. Must equal total number of lines on the account.

3.3 Location and Access Section: This section can occur two times for the following Activities: **Products 1, 3, 3a, 4, 8, 9a, 10, 16, 17, 25, 31, 34, 35:** ACT = T. **Products 9, 30:** ACT = V and C. For ACT = W, LOCNUM 2 is not allowed. LOCNUM 1 must represent the CB. **Products 11, 12, 18, 20:** ACT = N, D, V, Z & V. **Product 19:** ACT = N, D, Z, & C. **Products 11, 12, 18, 19, 20:** LOCNUM 1 must represent the Central Office address. **Product 22:** ACT = N, D, C, M.

Products 1, 3, 3a, 4, 8, 9, 9a, 10, 11, 12, 15, 16, 17, 18, 19, 20, 25, 29, 30, 31, 34, 35:
If ACT is valid and the below validations are not followed, then the order is not valid and is rejected back to the co-provider.

Products 1, 3, 3a, 8, 9a, 10, 15, 16, 17, 25, 29, 31, 34, 35:
For ACT=T the first occurrence of the Location and Access section is required. For the first occurrence the LOCNUM=1 and the section contains the old end user address or F location.

For ACT=T the second occurrence of the Location and Access section is required. For the second occurrence the LOCNUM=2 and the section contains the new end user address.

For all other valid activities the first occurrence of the Location and Access section is required. For the first occurrence the LOCNUM=1 and the section contains the end user address.

Product 4:
For ACT=T the first occurrence of the Location and Access section is required. For the first occurrence the LOCNUM=1, it is the first section entered, and it contains the old end user address (previous CKL).

For ACT=T the second occurrence of the Location and Access section is required. For the second occurrence the LOCNUM=2, it is the second section entered, and this section contains the New end user address (new CKL).

For all other valid activities: The first occurrence of the Location and Access section is required and LOCNUM must = 1. This section is the only section entered and contains the New end user address (new CKL).

Products 9, 30:
For ACT = V, C the first occurrence of the Location and Access section is required. For the first occurrence LOCNUM = 1, it is the first section entered and this section contains the main address of Common Block.

For the second occurrence LOCNUM = 2, it is the second section entered and this section contains the End user location.
If ACT = W, The first occurrence of the Location and Access section is required. For the first occurrence LOCNUM = 1, it is the only section entered and this section contains main address of the Common Block.

Ref	Field Name	Action Type	Negotiated Business Rules																																		Field Length	Field Characteristics	Valid Values	
			POTS Resale	PAL - Co-Providers	PAL - PSPs	Unbundled Loop	Local Num. Portability	Interim Num. Portability	Loop / Num. Portability	BRI/ISDN Resale	Centrex Plus/Centrex	Centrex 21	PBX	Analog Line Side Port	Digital Line Side Port	Listings Only	Resale Frame Relay	DID in Only Trunks	Designed Trunks Resale	Unbundled Analog DID/PBX Trunk Port	Unbundled DS1 DID/PBX Trunk Port Facility	Unbundled DS1 DID/PBX Trunk	Qwest DSL	UFL	UDL	UDL with NP	Shared Loop	UNE POTS (P or STAR)	PRI ISDN Resale Trunks	UNE-P ISDN BRI	UNE Centrex (P or STAR)	UNE Centrex 21 (P or STAR)	UNE-P PRI ISDN Trunk	UNE-P PBX DID in Only Trunk	UNE-P PBX Designed Trunk	UNE-P DSS Trunk				
			1	3	3a	4	5	6	7	8	9	9a	10	11	12	13	15	16	17	18	19	20	21	22	23	23a	24	25	28	29	30	31	33	34	35	37	N=Not Req'd, R=Required, O=Optional, C=Conditional, P=Prohibited, Blank=Action Type is N/A, * =Repeating Field (# of stars indicates level of repetition)			
18	LV1*	N=New Installation D=Disconnect W=Conversion As Is V=Conv. As Specified Z=Conv. Spec/No DL C=Change T=Outside Move L=Seasonal Suspend Y=Deny B=Restore R=Record M=Inside Move	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	All Products: Required when LD1 is populated, otherwise prohibited.	10	a/n	
19	LD2*	N=New Installation D=Disconnect W=Conversion As Is V=Conv. As Specified Z=Conv. Spec/No DL C=Change T=Outside Move L=Seasonal Suspend Y=Deny B=Restore R=Record M=Inside Move	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	LD2 and LV2 are used for values previously stored in the Floor field. All Products: Required when LV2 is populated, otherwise prohibited.	4	a	FLR
20	LV2*	N=New Installation D=Disconnect W=Conversion As Is V=Conv. As Specified Z=Conv. Spec/No DL C=Change T=Outside Move L=Seasonal Suspend Y=Deny B=Restore R=Record M=Inside Move	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	All Products: Required when LD2 is populated, otherwise prohibited.	10	a/n	
21	LD3*	N=New Installation D=Disconnect W=Conversion As Is V=Conv. As Specified Z=Conv. Spec/No DL C=Change T=Outside Move L=Seasonal Suspend Y=Deny B=Restore R=Record M=Inside Move	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	LD3 and LV3 are used for values previously stored in the Building field. All Products: Required when LV3 is populated, otherwise prohibited.	4	a	BLDG WNG PIER
22	LV3*	N=New Installation D=Disconnect W=Conversion As Is V=Conv. As Specified Z=Conv. Spec/No DL C=Change T=Outside Move L=Seasonal Suspend Y=Deny B=Restore R=Record M=Inside Move	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	All Products: Required when LD3 is populated, otherwise prohibited.	10	a/n	

Ref	Field Name	Action Type	POTS Resale	PAL - Co-Providers	PAL - PSPs	Unbundled Loop	Local Num. Portability	Interim Num. Portability	Loop / Num. Portability	BRI/ISDN Resale	Centrex Plus/Centrex	Centrex 21	PBX	Analog Line Side Port	Digital Line Side Port	Listings Only	Resale Frame Relay	DID in Only Trunks	Designed Trunks Resale	Unbundled Analog DID/PBX Trunk Port	Unbundled DS1 DID/PBX Trunk Port Facility	Unbundled DS1 DID/PBX Trunk	Qwest DSL	UFL	UDL	UDL with NP	Shared Loop	UNE POTS (P or STAR)	PRI ISDN Resale Trunks	UNE-P ISDN BRI	UNE Centrex (P or STAR)	UNE Centrex 21 (P or STAR)	UNE-P PRI ISDN Trunk	UNE-P PBX DID in Only Trunk	UNE-P PBX Designed Trunk	UNE-P DSS Trunk	Field Length	Field Characteristics	Valid Values		
26a	CALA*	N=New Installation D=Disconnect W=Conversion As Is V=Conv. As Specified Z=Conv. Spec/No DL C=Change T=Outside Move L=Seasonal Suspend Y=Deny B=Restore R=Record M=Inside Move	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	4	a	BLVU - Bellevue and NW Washington CHY - Cheyenne and SW Wyoming CPR - Casper and Northern Wyoming DNV - Denver, Colorado EAST - Eastern Washington EUGN - Eugene and Southern Oregon IA - Iowa IDO - Idaho MAL - Malheur Bell Telephone Co. MN - Minnesota MTA - Montana NCO - Boulder, Ft. Collins, Greeley and No. CO ND - North Dakota NE - Nebraska NMX - New Mexico OLYM - Olympia and Olympic Peninsula OREA - Eastern Oregon PNX - Phoenix, Flagstaff and Northern Arizona PORT - Portland and NW Oregon SCO - Colo Sprgs, Pueblo, Grnd Junct and So. CO SD - South Dakota SEAT - Seattle and Port Angeles SPOK - Spokane, WA TSN - Tucson and Southern Arizona UTA - Utah VANC - Vancouver and SW Washington
27	LCON*	N=New Installation D=Disconnect W=Conversion As Is V=Conv. As Specified Z=Conv. Spec/No DL C=Change T=Outside Move L=Seasonal Suspend Y=Deny B=Restore R=Record M=Inside Move	C	R	R	R	N	N	R	C	N	N	C	N	N	C	R	R	C	N	N	N	R	C	C	C	N	C	N	N	N	N	N	R	C	N	N	15	a	Letters (upper and lower case), space, apostrophe, and hyphen.	

Negotiated Business Rules
Rules apply to individual products.
Product number precedes the applicable business rule
(e.g.: 1-4 means rule applies to products 1, 2, 3 & 4; 1, 4 means rule applies only to 1 & 4)

N=Not Req'd, R=Required, O=Optional, C=Conditional, P=Prohibited, Blank=Action Type is N/A, * =Repeating Field (# of stars indicates level of repetition)

Customer Address Location Area: Code used to identify what area an address is located in when a zip code is unavailable.

All Products:
Required if ZIP is not provided or if the ZIP crosses multiple CALAs.

Products 1, 3, 3a, 4, 7, 8, 9, 9a, 10, 22, 23, 23a, 25, 29, 30, 31, :
This field is required when the request requires a dispatch and is necessary for all physical changes. For ACT = T, this field is applicable to LOCNUM (2) only.

Products 15, 16, 17, 34, 35:
This field is required when the request involves a dispatch. For ACT = T, this field is applicable to LOC NUM (2) only.

Ref	Field Name	Action Type	Negotiated Business Rules																																		Field Length	Field Characteristics	Valid Values	
			POTS Resale	PAL - Co-Providers	PAL - PSPs	Unbundled Loop	Local Num. Portability	Interim Num. Portability	Loop / Num. Portability	BRI/ISDN Resale	Centrex Plus/Centrex	Centrex 21	PBX	Analog Line Side Port	Digital Line Side Port	Listings Only	Resale Frame Relay	DID in Only Trunks	Designed Trunks Resale	Unbundled Analog DID/PBX Trunk Port	Unbundled DS1 DID/PBX Trunk Port Facility	Unbundled DS1 DID/PBX Trunk	Qwest DSL	UFL	UDL	UDL with NP	Shared Loop	UNE POTS (P or STAR)	PRI ISDN Resale Trunks	UNE-P ISDN BRI	UNE Centrex (P or STAR)	UNE Centrex 21 (P or STAR)	UNE-P PRI ISDN Trunk	UNE-P PBX DID in Only Trunk	UNE-P PBX Designed Trunk	UNE-P DSS Trunk				
			1	3	3a	4	5	6	7	8	9	9a	10	11	12	13	15	16	17	18	19	20	21	22	23	23a	24	25	28	29	30	31	33	34	35	37	N=Not Req'd, R=Required, O=Optional, C=Conditional, P=Prohibited, Blank=Action Type is N/A, * =Repeating Field (# of stars indicates level of repetition)	25	a/n	
45	STREET	N=New Installation D=Disconnect W=Conversion As Is V=Conv. As Specified Z=Conv. Spec/No DL C=Change T=Outside Move L=Seasonal Suspend Y=Deny B=Restore R=Record M=Inside Move	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N		25	a/n	
45a	SAPR	N=New Installation D=Disconnect W=Conversion As Is V=Conv. As Specified Z=Conv. Spec/No DL C=Change T=Outside Move L=Seasonal Suspend Y=Deny B=Restore R=Record M=Inside Move	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N		5	a/n	
45b	SANO	N=New Installation D=Disconnect W=Conversion As Is V=Conv. As Specified Z=Conv. Spec/No DL C=Change T=Outside Move L=Seasonal Suspend Y=Deny B=Restore R=Record M=Inside Move	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N		8	a/n	
45c	SASF	N=New Installation D=Disconnect W=Conversion As Is V=Conv. As Specified Z=Conv. Spec/No DL C=Change T=Outside Move L=Seasonal Suspend Y=Deny B=Restore R=Record M=Inside Move	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N		4	a/n	
45d	SASD	N=New Installation D=Disconnect W=Conversion As Is V=Conv. As Specified Z=Conv. Spec/No DL C=Change T=Outside Move L=Seasonal Suspend Y=Deny B=Restore R=Record M=Inside Move	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N		2	a	N = North S = South E = East W = West NE = Northeast NW = Northwest SE = Southeast SW = Southwest

Ref	Field Name	Action Type	1	2	3	3a	4	5	6	7	8	9	9a	10	11	12	13	14	15	16	17	18	19	20	21	22	23	23a	24	25	28	29	30	31	33	34	35	37	Field Length	Field Characteristics	Valid Values	
65	TMESS	N=New Installation D=Disconnect W=Conversion As Is V=Conv. As Specified Z=Conv. Spec/No DL C=Change T=Outside Move L=Seasonal Suspend Y=Deny B=Restore R=Record M=Inside Move	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	250	a/n	

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(e.g.: 1-4 means rule applies to products 1, 2, 3 & 4; 1, 4 means rule applies only to 1 & 4)

N=Not Req'd, R=Required, O=Optional, C=Conditional, P=Prohibited, Blank=Action Type is N/A, *
=Repeating Field (# of stars indicates level of repetition)

Ref	Field Name	ACTIVITY	1	2	3	3a	4	5	6	7	8	9	9a	10	11	12	13	15	16	17	18	19	20	21	22	23	23a	24	25	26	27	28	29	30	31	32	33	34	35	36	37	Field Length	Field Characteristics	Valid Values					
Activity Definition Key: N=New Installation, D=Disconnect, W=Conversion As Is, V=Conv. As Specified, Z=Conv. Spec/No DL, C=Change, T=Outside Move, L=Seasonal Suspend, Y=Deny, B=Restore, R=Record, M=Inside Move																																																	
31	ONSP	N D W V Z C T F L Y B R M	N	N	N	N	N		Z	Z	Z	Z	Z	Z	Z			Z	Z	Z	Z	Z	Z	Z	Z	Z																		4	a/n				
32	AENG	N D W V Z C T F L Y B R M	N	N	O	N	N	Z	Z		O	N	Z	Z	Z	Z		O	Z	Z	Z	Z	Z	Z	O	O	O	O																		1	a	Products 2, 4, 7, 15, 22, 23, 23a, 24, 26: If AENG = Y, the MANUAL IND should = N.	
33	ALBR	N D W V Z C T F L Y B R M	N	N	O	N	N	Z	Z		O	N	Z	Z	Z	Z		O	Z	Z	Z	Z	Z	Z	O	O	O	O																			1	a	Products 2, 4, 7, 15, 22, 23, 23a, 24, 26, 27, 32, 36: If ALBR = Y, the MANUAL IND should = N.
34	SCA	N D W V Z C T F L Y B R M	N	N	N	N	N	Z	Z		O	N	Z	Z	Z	Z		N	C	C	C	Z	Z	N	C	C	O																				1	a	Products 4, 7, 23, 23a, 24: If this field is populated, additional manual process is needed. Contract number or job number, if available, can be provided in REMARKS field but the MANUAL IND should = N. The value in this field authorizes a charge to Co-Provider for removing bridge tap and/or load coil from loop. Product 23: Optional for Unbundled Distribution Loop NC/NCI/SECNCI codes are used. For Intra-Building Cable NC/NCI/SECNCI codes this field cannot be populated.

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 (e.g., 1-4 means rule applies to products 1, 2, 3 & 4;
 1,4 means rule applies only to 1 & 4)

