

## **Owest Process for Hairpinning an Unbundled Loop that is Provided Over Integrated Digital Loop Carrier**

- The Network Tactical Planner/Engineer makes the determination that the method for unbundling this loop will be hairpinning out of the switch.
- The Engineer writes an additional design service order (Common Planning Document – Job). This order includes the identification of and assigns the OE (switch office equipment), the Line Designation, the D4 bank, and the ICDF termination location (from the service order).
- The engineering order goes to the Design Service Center for handling.
- The Design Service Center contacts the Complex Translations person for that office with the service order information.
- Complex Translations provides the input to the switch, populating the switch tables with the appropriate information.
- The Design Services Center then issues a WORD document and orders any required plug in equipment. The WORD document then goes to the appropriate Central Office Technician who is responsible for working the order.
- The COT works the order per the instructions from the Design Services Center, wires the circuit out of the D4 bank connecting the OE to the Line Designation. The COT also rewires the circuit on the Main Distribution Frame for the line to be presented to the CLEC at the ICDF (Interconnection Distribution Frame).
- The order then continues through the normal testing and completion processes.