



ATIS-0300046

Network Interconnection Interoperability Forum,
(NIIF)

Recommended Notification Procedures to Industry for
Changes in Access Network Architecture



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Historical Reference

ICCF 92-0726-004:

- Submitted by The Independent Telephone Company Network Reconfiguration Committee
- Accepted and Approved at ICCF16, March 1989

ICCF 92-0726-004

Revision 1:

- Submitted by The Data Integrity Group
- Accepted and Approved at ICCF22, March 1991

ICCF 92-0726-004

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- The NIIF has taken ownership of ICCF 92-0726-004 due to the sunset of the ICCF. The document is being reissued as the resolution to NIIF Issue #0092: Updates to "Recommended Notification Procedures to Industry" document.
- NIIF Issue #0092 went to final closure on 8/19/98.

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- The document is being reissued as the resolution to NIIF Issue #0282, Update ATIS-0300046, Recommended Notification Procedures to Industry for Changes in Access Network Architecture.

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INTRODUCTION

The following are recommended methodologies for all Local Exchange Carriers (LECs) to provide for timely notification to the Industry of changes in their access network architecture.

These recommended methodologies should apply to any access network reconfiguration that affects Access Customer routing or rating of calls such as:

- Tandem homing arrangements.
- Switch reconfigurations affecting rating or routing.
- New or changed NXX, including new and existing NXXs designated as portable.
- New or changed NPA
- Changes in rate centers.

Attachment A is a flow chart of the recommended notification procedures to the Industry for changes in access network architecture. Each of the steps in the flow chart is explained in the paragraphs that follow.

These procedures were prepared for the situation where any Local Exchange Carrier (LEC), initiates an access network reconfiguration that affects another Local Exchange Carrier(s).

This document outlines the recommended notification procedures to the Industry for changes in access network architecture as established by the Network Interconnection Interoperability Forum (NIIF). It is intended to be a living document to aid operations work forces. It does not replace nor supersede Tariffs, Contracts or any other legally binding documents.

Key: LEC-I = LEC which initiates the change

LEC-A = LEC which is affected by the change

IC = Interexchange Carrier

BUSINESS RELATIONSHIPS

- a) All LECs are responsible for their individual business relationship with Access Customers.
- b) The Company initiating the change (in this case, the LEC-I) is responsible for notification (as outlined herein) to the Industry of changes in its network architecture.

LEC-I REQUEST TO LEC-A FOR INFORMATION

At the time a decision is made to make a change, the LEC-I initiating the change writes the LEC-A to:

- a) Preliminarily advise LEC-A of its planned changes.
- b) Advise LEC-A of the estimated due date for each change, even though LEC-I may not have negotiated due dates with Access Customers.
- c) Determine if LEC-A has any problems with completing the change in the time frames suggested by LEC-I.
- d) Request that LEC-A provide LEC-I with contact information for all Access Customers that deliver traffic to the affected LEC-A tandem when the request involves a tandem homing arrangement or other changes that require Access Customer contact. LEC-I should not request a listing of Access Customers from their State PUC/PSC, for the purpose of notification, as this would leave out many non-IC Access Customers not shown on the PUC/PSC list.

LEC-A RESPONSE TO LEC-I REQUEST FOR INFORMATION

In response to the LEC-I's request for information, LEC-A responds in writing to the LEC-I to:

- a) Provide the LEC-I with a list of Access Customers that deliver traffic to LEC-A's affected tandem. Access Customers' contact name and telephone number should be shared if available.
- b) Advise LEC-I if LEC-A has any problem with completing the changes in the time frame recommended by LEC-I, and suggest alternate dates if appropriate.

LEC-I PRELIMINARY NOTIFICATION TO ACCESS CUSTOMER

LEC-I contacts in writing each affected Access Customer as soon as possible as indicated below. For cutover of an access or Feature Group B tandem, it is recommended that preliminary notification occur twenty months in advance of the estimated effective date. Specific intervals for reflecting this information in the Telcordia® Business Integrated Routing and Rating Database System (BIRRDS) that is maintained by Telcordia Routing Administration (TRA) are contained in Attachment B.

- a) Preliminarily advise Access Customers of desired change.

LEC-I can obtain Access Customer contact information through its normal relationship with the Access Customer, LEC-A and national or state telephone associations.

- b) Negotiate desired due date with Access Customers for access service changes.

Minimum time intervals for entering information into BIRRDS associated with network changes are included in Attachment B. These intervals should be from the time the proposed changes would be entered into the Telcordia BIRRDS system.

The date recommended by an LEC-I should allow the minimum interval shown in Attachment B to be met.

If all Access Customers, LEC-Is and LEC-A(s) affected by the change cannot agree on a change date, the individual Access Customers, LEC-I and LEC-A(s) may negotiate a different date. Additional information on such procedures is provided below in paragraph 10.c.

LEC I may have an exceptional situation that does not allow the minimum activation interval to be met, which is 45 calendar days for Central Office Codes. For exceptions to this interval, please see Attachment B, paragraph 4 of this document.

ACCESS CUSTOMER RESPONSE TO LEC-I's PRELIMINARY NOTIFICATION

Access Customers advise LEC-I if they have any problem with completing the changes in the time frame suggested by LEC-I, and suggest alternate dates if appropriate.

LEC-I FORMAL WRITTEN NOTIFICATION TO LEC-A AND ACCESS CUSTOMERS

LEC-I reviews the information it has received from the LEC-A and Access Customers, and:

a) Writes LEC-A to:

- 1) Formally advise LEC-A as to what is being changed, added or disconnected.
- 2) Provide the effective date and time for each change.
- 3) Authorize LEC-A to make the necessary changes.
- 4) State that it has notified all affected Access Customers of the recommended effective date. LEC-I's letter should list:
 - i) All affected Access Customers.
 - ii) Effective date and time for each Access Customer.
 - iii) Reasons for any Access Customer taking exception to the recommended effective date and time.
 - iv) If applicable, date and time end office NXX blocking should occur at LEC-A's affected tandem.
 - v) If applicable, provide indication for permissive routing with end date and time.
- 5) Where appropriate, request LEC-A to enter the necessary information into BIRRDs to formally notify the Access Customers of the pending changes. (See paragraph 7.a following).
- 6) Provide LEC-I's contact name and telephone number for any questions.

b) Writes Access Customers to:

- 1) Formally advise the FG B or D Access Customers as to what is being changed, added or disconnected, including NPA-NXXs, associated end office and old and new tandem CLLI™ Codes, new homing arrangements and any other information deemed necessary.
- 2) Provide the effective date and time for each change.
- 3) Where applicable, provide date and time when blocking should occur.
- 4) Where applicable, provide indication for permissive routing with end date and time.
- 5) Provide LEC-I's contact name and telephone number for any questions.

The above should be communicated to the LEC-A(s) and Access Customers to allow sufficient time for planning and ordering of access services, construction, updating of BIRRDS, etc., to proceed on schedule.

BIRRDS AND NECA TARIFF FCC NO. 4 UPDATE RESPONSIBILITY

a) Business Integrated Routing and Rating Database System (BIRRDS)

LEC-I formally notifies all affected Access Customers of the pending changes. This notification is accomplished by LEC-I or LEC-A through updates to the Telcordia TRA BIRRDS database as follows:

- 1) LEC-I provides its own "on-line" access to BIRRDS (Telcordia Technologies will provide the necessary training to the LEC-I to accomplish this). A letter of release by LEC-A and a letter of acceptance by LEC-I are required by Telcordia TRA before "on-line" access will be allowed. LEC-I is responsible for updating BIRRDS in sufficient time to meet the minimum intervals outlined in Attachment B, or
- 2) LEC-I channels its information to LEC-A, another LEC or other agent, where, if mutual agreement exists, the information is inputted into BIRRDS for LEC-I. If another LEC or agent is used, a letter as described above is required. LEC-I is responsible for providing the updates to LEC-A, other LEC or other agent in sufficient time to meet the minimum intervals outlined in Attachment B. The information required to be placed into BIRRDS is contained in INC 95-0407-008, Central Office Code (NXX) Assignment Guidelines. This information includes switch, switch homing, destination code, rate center and locality information.

b) NECA TARIFF FCC NO. 4

LEC-I and LEC-A should update NECA Tariff FCC No. 4 to reflect changes in wire center and billing percentage information resulting from network rearrangements. The effective dates of changes made in the NECA Tariff FCC No. 4 should coincide as closely as possible with the effective dates input to BIRRDS, from which the Telcordia LERG™ Routing Guide is generated.

RECEIPT OF FORMAL BIRRDS NOTIFICATION BY ACCESS CUSTOMERS

a) Network change information is available through access to BIRRDS or through BIRRDS output that is designed to identify such changes. BIRRDS output is available from Telcordia Technologies via:

- 1) On-line access to BIRRDS.
- 2) Telcordia LERG Routing Guide as issued monthly, distributed on CD-ROM , available through web download, and via direct bulk data transfer.
- 3) A LERG daily download is also available from Telcordia TRA for subscribers to the monthly services listed in item 2 above.
- 4) .

b) Emergency Notifications (ENs) are available through Telcordia Technologies for emergency situations where notification of any new code, rating change or hard to reach code must be made in less than 45 days. Emergency notifications are issued on an as needed (minimum weekly) basis, and distributed to all emergency notification subscribers via e-mail.

c) 45 calendar days is the minimum activation interval for Central Office Codes. The 45 calendar day activation interval starts immediately after the NXX Central Office Code is entered into BIRRDS. For exceptions where an activation interval less than 45 calendar days is requested, see Attachment B, paragraph 4 of this document.

BLOCKING NOTIFICATION TO ACCESS CUSTOMERS

Where blocking is to occur, LEC-A issues a blocking notification in writing to Access Customers.

- a) This notification should be an "All Users of Access" letter or a letter to individual Access Customers and should provide the following information:
 - 1) Tandem blocking date and time identified in paragraph 6.a.4 preceding.
 - 2) NPA-NXXs involved.
 - 3) A permissive routing notation indicating that traffic can continue to be routed through the losing tandem/end office for the annotated period. This allows troubles encountered during cutover to be corrected.
 - 4) LEC-A's contact name and telephone number for any questions.
- b) Issuance of this blocking notification letter does not replace the requirement on LEC-I to formally notify Access Customers as indicated above in Section 6 and 7.

PROBLEM RESOLUTION

When problems that would delay the effective date for the proposed change (such as equipment changes, discrepancies between written notification and BIRRDS, or other actions) occur after the formal notification has been entered into BIRRDS, the following steps should be taken:

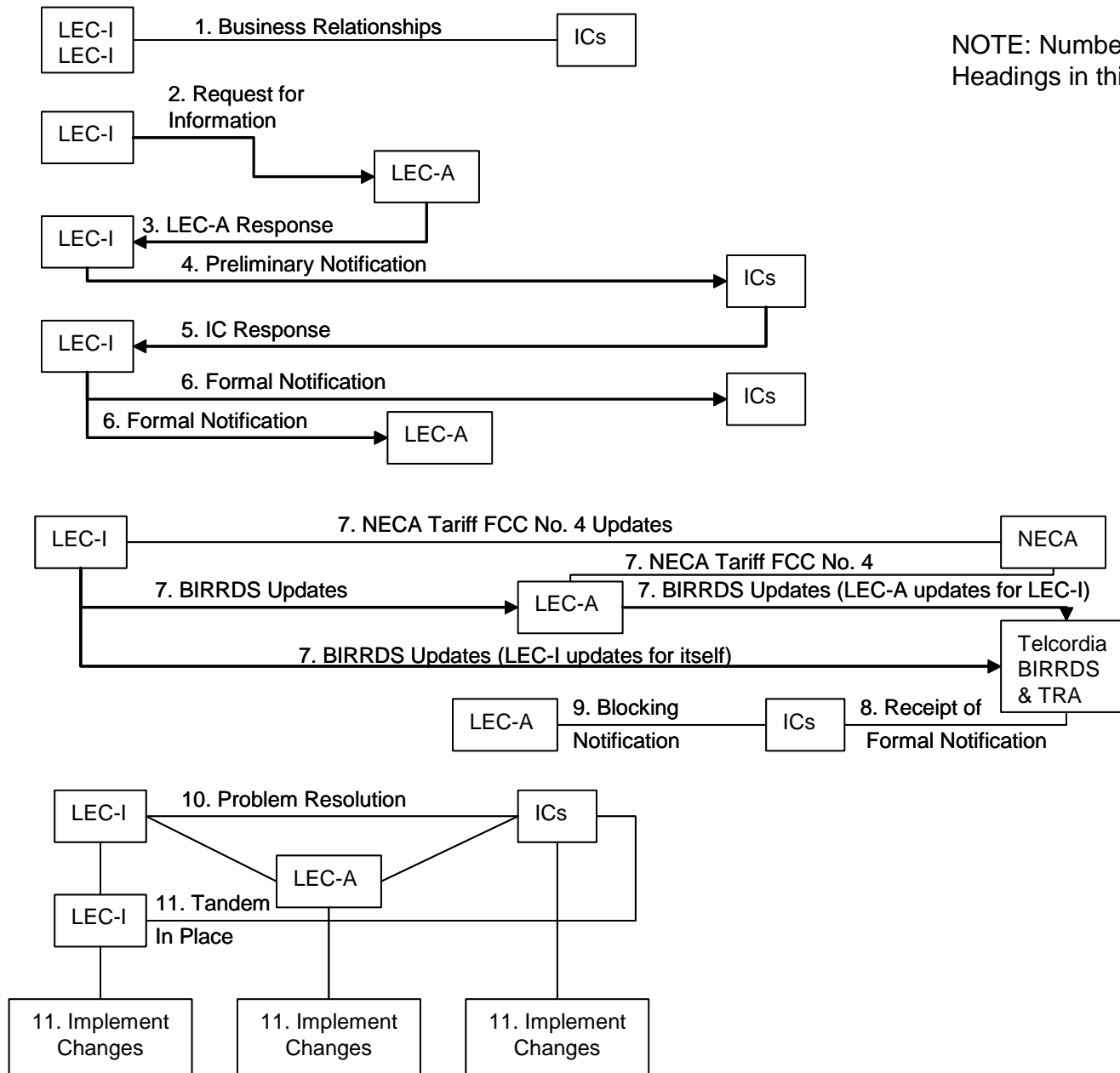
- a) The LEC-A(s) or Access Customer(s) experiencing the problem should first contact the LEC-I and discuss the problem.
- b) The LEC-I that initiated the network arrangement should coordinate with all involved Access Customers and affected LECs to resolve the issue.
- c) If a change in the effective date for the network rearrangement is necessary, the notification procedures described in the preceding paragraphs should be repeated as appropriate to institute a new effective date. This may include negotiating temporary alternate routing schemes on an individual case basis where equipment, facilities or other problems are encountered.
- d) Further explanation pertaining to problem resolution can be found in the NIIF Reference Document, Parts I and II.

IMPLEMENTATION OF ROUTING CHANGES

For tandem homing rearrangements, the LEC-I with a new tandem should notify all Access Customers that the new tandem is in place and operational for testing.

Attachment A – Flow Chart

NOTE: Numbers refer to the Section Headings in this document



Attachment B

BIRRDs MINIMUM TIME INTERVALS

1. At least six months in advance of the LERG Effective Date:
 - All activity associated with a new or discontinued NPA or a change in the present boundaries of an existing NPA.
 - Finalized information on cutover of an access or Feature Group B tandem.
 - Finalized information on replacement of an end office with the latest equipment.
 - Changes in homing arrangements including SS7 interconnect relationships, downgrade or update of an existing office to access tandem or Feature Group B functions.
2. At least three months in advance of the LERG Effective Date: [This document establishes a minimum BIRRDs effective date interval without regard to network infrastructure. There should be understanding that interconnection arrangements and facilities need to be in place prior to activation of a code. Such arrangements are outside the scope of these guidelines.]
 - Changes in office capability, e.g., Feature Group changes and/or SS7 functionality.
 - New or changed rate centers and localities.
 - Rate center V-H coordinate changes. NOTE: If the V-H coordinate change is a correction to an existing rate center, immediate notification is required.
 - All Destination Code changes, i.e., modifications involving new or changed rate centers and localities and rate center V-H coordinates.
3. At least 45 days in advance of the LERG Effective Date: [This document establishes a minimum interval for the establishment, modification or disconnection of Central Office Codes without regard to network infrastructure. There should be understanding that interconnection arrangements and facilities need to be in place prior to activation of a code. Such arrangements are outside the scope of these guidelines.]
 - All Destination Code changes, i.e., modification (including changes to the Portable Indicator), disconnection, or establishment of new Central Office Codes (COCs), except activity listed in Item 2 above (3 months) and Item 5 below (code activity involving multiple changes).
 - All Destination Code changes, i.e., modifications involving existing Central Office Codes (COCs) moving or rehomeing to a different end office or access tandem. (Except as listed in Item 1 above.)
 - All Destination Code changes related to changes in homing arrangements including SS7 interconnect relationships, downgrade or update of an existing office to access tandem or Feature Group B functions. All new codes (not currently assigned in LERG except codes that are vacant because of an NPA split) in a new switch.
4. Applicable code activity that is reported in less than the above time frames should be avoided and may result in the following situations occurring:

- Credit cards that may not be able to go through for processing.
- Call failure.
- Hard to reach locations.
- Network blockage.

5. Expedites of BIRRDS Minimum Time Intervals

- Expedites for the establishment of new Central Office Codes - The minimum Code Activation Interval for the establishment of new Central Office Codes is 45 calendar days. The Code Activation Interval is the interval between the date code information is entered into BIRRDS and the date that code will be effective in the LERG. On an exception basis, if a Code Activation Interval less than 45 calendar days is requested, the Code Applicant's Part I request must be accompanied by documentation from the Homing Tandem Operating Company (HOTC) stating that the HOTC can meet an expedited Code Activation Interval. If this documentation is not provided with the Code Applicant's Part 1 request, the request for a shorter interval will be denied by NANPA. A Code Activation Interval of less than 30 calendar days will not be granted.

The documentation from the HOTC should include an "Expedite Timeframe" (in number of days) that establishes the expedited Code Activation Interval (between 30 and 44 calendar days) to which the HOTC is agreeing. When making the code assignment, NANPA CO Code Administration will enter this data in the Expedite Timeframe field that has been added to the ACD screen in BIRRDS. When establishing the code LERG Effective Date on the ACD screen, NANPA CO Code Administration will use this Expedite Timeframe, along with the time interval (between 1 and 7 calendar days) that has been agreed upon for the Code Assignee to enter (or to have entered by its AOCN) the code assignment data into BIRRDS. It is the Code Assignee's responsibility to ensure that the code assignment data is entered on the NXD record in BIRRDS so that the resulting Code Activation Interval allows for the Expedite Timeframe set on the ACD screen in BIRRDS by NANPA CO Code Administration. If the code assignment data is entered into the NXD record in BIRRDS so that the resulting Code Activation Interval is shorter than the Expedite Timeframe set on the ACD screen, then an NXD edit built in BIRRDS will automatically reschedule the LERG Effective Date to allow for the Expedite Timeframe. (NOTE: Please see BIRRDS Release dated February 8, 2002 for additional details concerning the NXD/ACD Automatic effective date (EFFDATE) reschedule feature in BIRRDS.)

6. Expedites for the Modification and Disconnection of Central Office Codes

The code assignee may request an expedite for a code modification that requires the direct involvement of NANPA CO Code Administration (for example, changes to the code assignment data on the ACD screen before the code is placed in service).

NANPA CO Code Administration can grant expedite requests for code modifications and disconnects that require their direct involvement, per CO Code Assignment Guidelines, without having to get the concurrence of the Homing Tandem Operating Company or any other party. This differs from the case for a code opening expedite request. This action can only be taken when the code modification or disconnect expedite request is for a 30-44 day interval between the date code information is entered into BIRRDS for an expedited modification or disconnect and the date that modification or disconnect will be effective in the LERG. Under no circumstances should a modification or disconnect interval of less than 30 calendar days be granted.

There are also situations when the code assignee has a business need to modify information associated with its assigned NXX code and this code modification does not require the direct involvement of NANPA CO Code Administration. The interval for such modifications should not be less than 30 days.

In all situations the code assignee has the responsibility to allow adequate time for other service providers impacted by the code modification to implement the code modification in their networks. The code assignee assumes the risk of the code modification not being completed by the requested LERG Effective Date if the interval for the modification is less than 30 days.