

Instructions for the CLEC LIS Trunking Forecast spreadsheet

***This version supersedes all previous versions of the Forecast Forms. Only this version will be accepted.
Please read the following instructions before completing the forecast:***

- The forecast should be done entirely at a **DS-0** level.
- ***Use only the categories listed for Type of Trunks.***
- All quarters and years needing to be forecasted are on one page.
- A separate worksheet (tab) should be filled out for each state.

- Areas that need your input are highlighted in white.
- Please do not input in any shaded areas.
- ***Please do not change any forecasts in quarters already finalized.***
- Please do not change any formulas.

Instructions for the CLEC LIS Trunking Forecast spreadsheet

Field Column	Title	Entry	Format	Purpose
a	Type of Trunks	State the type of facilities needed for this interconnection. Use only the following categories: LIS/Local; Toll-Intra; IXC-Inter; 911; OPS; DA; or Busy Line Verify/Interrupt	Text	Identifies type of facilities needed.
b	Qwest CLLI	Enter the full Qwest Switch CLLI. Example: STTLWA0355T	Text	Identifies the Qwest office to connect to.
c	CLEC CLLI	Enter the full CLLI information that will be in the ACTL field on the ASR. See attached WORD DOC for details.	Text	Identifies IOF needs associated with the LIS trunk forecasts.
<i>Forecast Reference Points DS-0 level</i>				
d	Circuits in Service	Enter the number of DS-0 level trunks currently in service.	Numeric	Identifies number of Interconnection DS-0's existing as of the forecast date.
e	Firm Orders	Enter the number of DS-0's CLEC has placed orders for (i.e. there is an ASR), but not yet in service - pending and held orders . Include Tandem and End Office locations. These orders should have been included in previous quarters' forecasts. (See below)	Numeric	Identifies orders in process.
f	Total Circuits in Service and Firm Orders	DO NOT INPUT HERE. This is a formula.	NA	Totals Circuits in Service and Firm Orders
<i>2000 Best Estimate Quarterly DS-0 level</i>				
g-h	1st - 2nd Qtr 2001	Do not make any changes to 1st or 2nd quarter in 2001, they have already been finalized.	Numeric	Identifies the CLEC's best qtrly. estimate for 2001. (See below for more information)
i-j	3rd - 4th Qtr 2001	Enter the number of DS-0's required by CLEC for Local Interconnection for 3rd - 4th quarter in 2001. NON-CUMULATIVE	Numeric	Identifies the CLEC's best qtrly. estimate for 2001. (See below for more information)
k	Total 2001	DO NOT INPUT HERE. This is a formula.	NA	Totals the DS0's forecasted for 2001.
<i>2001 - 2003 Best Estimate DS-0 level</i>				
l-o	1st - 4th Qtr 2002	Enter the number of DS-0's required by CLEC for Local Interconnection for each quarter in 2002. NON-CUMULATIVE	Numeric	Identifies the CLEC's best qtrly. estimate for 2002. (See below for more information)
p	Total 2001	DO NOT INPUT HERE. This is a formula.	NA	Totals the DS0's forecasted for 2002.

Instructions for the CLEC LIS Trunking Forecast spreadsheet

q	Total 2003	Enter the number of DS-0's required by CLEC for Local Interconnection for total year 2003.	Numeric	Identifies the CLEC's best annual estimate for 2003. (See below for more information)
r	Total 2004	Enter the number of DS-0's required by CLEC for Local Interconnection for total year 2004.	Numeric	Identifies the CLEC's best annual estimate for 2004. (See below for more information)
Field Column	Title	Entry	Format	Purpose
	This column is reserved for CLEC use	CLEC may input any add'l information they need here. Example their own trunk group numbers etc.		
s	Qwest 2 6 Codes	Enter trunk identifier code - 2/6 code or the TGSN code. Enter "NEW" if forecasting for a new trunk group.	Text	Identifies additions to trunk groups already in place.

This is a quarterly forecast used for future planning. Currently there is at least a 7 month timeframe to build new facilities. This is based on a one month time frame for compiling all the forecasts and six months to order and install the new equipment needed as projected in the forecast. Any jobs for additional facilities written as a result of this forecast will complete in 3rd Quarter, 2001.

(Please see tab entitled "Forecast cycle" for more information)

Please notify your Qwest Account Manager immediately via an Unforecasted Demand Notification Form when changes in near-term demand have been identified.