

NATIONAL NUMBERING PLAN

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1.0 INTRODUCTION

1.1 Background

Section [-] of the Telecommunications Act of [Member State] provides for the National Telecommunications Regulatory Commission (“Commission”) to “establish and manage a national plan for the allocation of numbers among telecommunications providers in accordance with the Regional Plan established by ECTEL.

The National Numbering Plan outlines the General Principles to be applied in the management of the Numbering Resource, the Processes and Procedures relevant to number resource management, the guidelines for the allocation, assignment and management of the Central Office Codes (COC or NXX), the Dialling Plan, the principles and procedures for the assignment and use of the short codes and the relevant forms and procedures for the management of the Numbering Resource.

1.2 Rationale for Numbering Plan

A Numbering Plan is required to ensure equitable distribution and management of the numbering resource so as to ensure a competitive telecommunications environment.

1.3 Numbers in [Member State]

1.3.1 The North American Numbering Plan (NANP) Area, to which [Member State] belongs has country code 1.

1.3.2 The area code assigned by the International Telecommunications Union (ITU) to [Member State] is [767; 473; 869; 758 or 784].

1.3.3 The quantity of numbers available to [Member State] from its area code, based on current industry practice is approximately eight million.

2.0 SCOPE OF THE PLAN

2.1 Scope

2.1.1 The National Numbering Plan contains the General Principles to be applied in the management of the Numbering Resource, the Processes and Procedures relevant to number resource management, the guidelines for the allocation, assignment and management of the COC or NXX, the Dialling Plan, the principles and procedures for the assignment and use of the short codes and the relevant forms and procedures for the management of the Numbering Resource;

2.1.2 This National Numbering Plan addresses COC or NXX Administration, the Dialling Plan and Home Number Identification Codes (HNICs).

- 2.1.3 The policies and procedures to govern Number Fees, Provider Identification Codes, Non-Geographic codes, Electronic Numbering (ENUM) and Number Portability shall be developed through Public Consultation.

3.0 PRINCIPLES

3.1 General Principles

- 3.1.1 The Numbering Plan has been developed in accordance with:
- (a) The relevant rules of the International Telecommunication Union Recommendations (ITU –R) regarding the integrity of numbering resources;
 - (b) The instructions in the resolutions adopted by ITU Plenipotentiary conferences relevant for the stability of the numbering plans, especially the E.164 plan;
 - (c) Ensuring the sovereignty of the Member State with regard to country codes numbering plans and top level country domain name addresses;
 - (d) Maintaining the principles as enshrined in Recommendation E.164 of the ITU Telecommunication Standardization Sector, in whatever application they are used.
- 3.1.2 Where numbering resource is to be used in the provision of advertising, the principles outlined in Annex 7 shall apply.
- 3.1.3 The Commission may, after a consultation process, amend the National Numbering Plan and issue a notice to the public and the respective numbers assignees at a reasonable time prior to the date when the anticipated change is effective.

4.0 INTERNATIONAL LINKAGES

4.1 Responsibilities

- 4.1.1 The National Telecommunications Regulatory Commission (“Commission”) shall manage the National Plan in accordance with the Regional Numbering Plan developed by ECTEL.
- 4.1.2 As set out in Annex 10, where it is necessary for the implementation of the National Plan, ECTEL shall establish and maintain international linkages as an agent for the Commission.

4.2 Implementing Agencies

The organizations involved in the administration of numbers are:

- (a) **The Commission** - The Commission shall manage the National Numbering Plan in accordance with the Regional Numbering Plan;
- (b) **ECTEL** - ECTEL shall liaise and coordinate activities with the international agencies to ensure that relevant obligations are met;
- (c) **The North American Numbering Plan Administration** - NANPA is responsible for the coordination and administration of the North American Numbering/Dialling Plans.
- (d) **Industry Numbering Committee** - INC, a standing committee of the industry Carriers Compatibility Forum (ICCF), provides an open forum to address and resolve industry-wide issues associated with the planning, administration, allocation, assignment and use of the numbering resources and related dialling considerations for public telecommunications networks within NANP;
- (e) **The International Telecommunication Union** - ITU, a United Nations specialist agency for the coordination of governments and industry for the establishment and operation of global telecommunication networks and services. It is responsible for standardization, coordination and development of international telecommunications including radio-communications, and for the harmonization of national policies;
- (f) **Telcordia** - Telcordia is a multi-faceted entity that addresses issues related to numbering.
 - (i) Telcordia has an Administrative Operating Company Number (AOCN) /service facility that facilitates the rating and routing of telephone calls for assignees of COC or NXX (NPA-NXX) and Thousands-Blocks (NPA-NXX-X);
 - (ii) Telcordia maintains the necessary rating and routing for the Business Routing and Rating Database System (BIRRDS) and ensures that calls to a Service Provider (SP) are routed and rated correctly, and that proper information is kept up to date in the BIRRDS.

5.0 PROCESSES AND PROCEDURES

5.1 Telecommunications Numbering Plan

The National Numbering Plan includes telecommunications numbers used to identify: -

- (a) Telecommunications networks or providers;
- (b) Terminal facilities for mobile phones;
- (c) Signaling transmission equipment;
- (d) Emergency and inquiry calls;

- (e) Terminal transmission line facilities for data communication services;
- (f) Electronic mail communication networks;
- (g) Types or content of telecommunications services;
- (h) Terminal transmission line facilities for paging services;

5.2 Amendment of Telecommunications Numbering Plan

- (a) After a consultation process the National Numbering Plan may be amended.
- (b) In the event that the Plan is amended, the Commission shall issue a notice to the public and the respective numbers assignees at a reasonable time prior to the date when the anticipated change is effective.

5.3 General Considerations

The process for the assignment of Numbers is as follows:

- (a) The applicant submits COC Assignment Forms (Annex 2) to the Commission;
- (b) In the event the Commission determines the application is not properly completed, using the Annex 3 form, it shall return the application to the applicant for completion and resubmission as a new application;
- (c) Upon verification that the application is properly completed, the Commission shall using the Annex 3 Form acknowledge receipt of the application;
- (e) The Commission shall be responsible for the assignment of codes to the provider and shall inform ECTEL accordingly of the assignment made. The Commission shall submit the completed Annex 2 Part 2 forms. ECTEL would, within four working days, notify the Commission of the effective date for the activation of the codes;
- (f) The Commission shall inform the applicant in writing of the COC assignment or its denial within 10 calendar days of receipt of the application;
- (g) In the event of a denial of assignment, The Commission shall indicate in writing its reasons;
- (h) The information for the TRA/BIRRDS databases is then submitted by ECTEL to the appropriate agency on Part 2 of the COC Assignment Request Form;
- (i) The assignee shall operationalize the COC within six months of assignment;

- (j) The assignee shall inform the Commission of the date of COC operationalization using the Confirmation of “Code in Service” Form in Annex 4;
- (k) The Commission shall provide ECTEL with a monthly update on the operational status of all codes assigned in [Member State];
- (l) ECTEL shall inform the relevant international agencies of the issued COC.

5.4 The Rules for Assignment of the COC

5.2.1 Initial Code Assignment

On application by a telecommunications provider in the prescribed form in Annex 2, the Commission may assign a COC to it.

5.2.2 Priority of Assignment

The Commission shall assign a coc on a first-come, first-served basis.

5.2.3 Additional code(s)

A telecommunications provider may apply to the Commission using the prescribed form in Annex 5 for additional COC.

Codes will be assigned in accordance with the allocation plan as outlined in Annex 11.

5.2.3.1 Where a telecommunications provider requires additional COC for established points of interconnection or switching, it must certify that it expects its assigned COC to be exhausted within the next twelve months.

5.2.3.2 The Commission may permit interconnecting telecommunications providers to share COC where a portion of the COC is assigned to multiple switching centres or Points of Interconnection (POI).

5.2.4 Reserved Codes

The Commission may permit a telecommunications operator to hold COC in reserve for a period not exceeding twelve (12) months where the telecommunications provider justifies that the reservation of the code is essential to accommodate technical or planning constraints.

5.2.5 COC Administration

The COC are the three digits immediately following the area code and are administered by the Commission. These numbers generally identify the various telecommunications providers and some telecommunications providers use them to differentiate between different services.

The Plan provides the purpose and scope of regulating the COC or NXX, the assumptions and constraints and defines all relevant terms. The number codes assigned in [Member State] are listed in Annex 9.

5.2.6 **Criteria for the assignment of a COC**

The criteria for the assignment of a COC are:

- (a) On completion of the prescribed forms, a COC shall be assigned to a licensed provider for use in the facilities it operates.
- (b) COCs shall be for use by any licensed telecommunications provider who own or operates switching equipment and serves licensed telecommunications providers requiring the use of numbers;
- (c) COCs are not for use on private networks.
- (d) COCs shall be assigned in a fair, impartial, effective and efficient manner.
- (e) The Commission shall secure and treat applicant's information as proprietary.
- (f) An application shall not be denied on the basis of COC conservation measures.
- (g) Where an operator is denied the assignment of one or more COCs, it may appeal that decision.
- (h) Such appeal shall be in accordance with the Telecommunications (Dispute Resolution) Regulations.

5.2.7 **Procedures for assignment of COCs**

The Commission in selecting Central Office Codes for assignment will give due attention to all codes already assigned and ensure the efficient use of the resource. In assigning COCs the following procedures may be observed:

- (a) COCs must be unique to each provider;
- (b) Assignments of COCs to providers will be made in blocks of 10,000 numbers;
- (c) Initial assignments for new providers will not exceed three blocks of ten thousand numbers each,
- (d) Where possible buffer zones of two ten thousand blocks will be maintained between each provider;

- (e) No differentiation would be considered for the assignment of blocks within the same service except they are regulated services with different rate structures;
- (f) The codes for each provider, to the extent possible, should form contiguous bands and allow for easy identification of the provider and service being provided;
- (g) Guidelines for the assignment of COCs will be produced and made available to the providers;
- (h) An updated list of all COCs issued and reserved will be prepared and made available for the providers, indicating the provides to whom the numbers have been assigned and the purpose for the reserved codes;
- (i)

5.2.8 Responsibilities of the Commission

The responsibilities of the Commission are to:

1. Provide information and the necessary forms to applicants of COC.
2. Provide telecommunications providers with updates to the procedures including conservation procedures.
3. Receive and process applications for COC.
 - (a) Acknowledge within five (5) days of receipt an application for COC by completing the response portion of the form in Annex 3.
 - (b) Review the documentation and determine whether the application satisfies the procedures as outlined in this Schedule.
 - (c) Inform in writing an applicant whose request has been denied of the specific reasons for such denial.
 - (d) Determine and inform the applicant within ten (10) calendar days of receipt of the application of the assigned COC.
 - (e) Ensure that the assignee duly completes and submits the appropriate Part 2 form to the Commission.
 - (f) Request ECTEL to have the TRA and BIRRDS databases updated where the appropriate forms (Part 2) have been duly completed and submitted.
 - (g) Initiate the reclamation of the COC where a telecommunications provider has failed to utilize the COC within six (6) months of assignment.
 - (h) Plan and project NPA exhaust and relief.
 - (i) In consultation with ECTEL, plan relief for COC exhaust.

5.2.8 Responsibilities of the COC Applicants and Holders

5.2.8.1 Application for a COC

A telecommunications provider shall:

1. Submit its application for initial or additional COC assignments on the appropriate COC application form (in Annex 2).
2. Request assignment of a COC assignment at least two (2) months prior to the in service date.

5.2.8.2 **Information Required for Code Activation**

In order to have its COC activated the telecommunications provider shall complete and submit the appropriate of Annex 2 Request Form.

5.2.8.3 **Information Changes**

Where there is any change to the information supplied on the COC Request Form Part 1 the telecommunications provider shall inform the Commission of such changes.

5.2.8.4 **Surrender of Unused Code**

A telecommunications provider shall return a COC to the Commission in the event of any of the following:

- 5.2.8.4.1 The COC is no longer used for the purpose for which it was originally assigned.
- 5.2.8.4.2 The service for which it was assigned has been discontinued.
- 5.2.8.4.3 The COC was not activated within six (6) months of assignment.
- 5.2.8.4.4 In the case of 5.2.8.4.1 the assignee may apply to the Commission for an extension of time.
- 5.2.8.4.5 This request shall include the reason for the delay in putting the COC into service and a commitment to the new activation date.

5.2.9 **Number Plan Area (NPA) Planning Information**

- 5.2.9.1 To carry out NPA planning administration, the Commission may request information from telecommunication providers.
- 5.2.9.2 Upon request, a telecommunications provider shall supply a forecast of its COC requirements.
- 5.2.9.3 The forecast supplied in accordance with 5.2.9.2 shall be submitted to the Commission on the prescribed form by the specified date.
- 5.2.9.4 Provide accurate data to the Commission by due date.
- 5.2.9.5 Cooperate fully with any Commission audit.
- 5.2.9.6 Participate in any consultation of the Commission on measures to be adopted to make efficient and effective use of COC.

5.2.10 Appeals Process

Any appeal in respect of the numbering process shall be in accordance with the Dispute Resolution Regulations.

5.2.11 Training

ECTEL may provide training for the administrators in number management and administration.

5.5 Dialling Plan and Codes

5.3.1 Dialling Plan

The dialling Plan established for [Member State] is:

- 5.3.1.1 A local or home NPA calls shall be seven (7) digits;
- 5.3.1.2 An overseas calls within the NANP shall be eleven (11) digits;
- 5.3.1.3 A non-World Zone 1 calls shall be 011 prefix + country code + national significant number

5.3.2. Service Codes

The service or N11 codes shall be as follows:

- 211 Customer care/Faults
- 311 Non Emergency Police and other Governmental services
- 411 Local Directory Assistance
- 511 Traffic and Transportation Information
- 611 Repair service
- 711 International assistance
- 811 Business Office
- 911 Emergency

5.3.3 Short Code

- 5.3.3.1 The Commission may carry out an audit of the short codes held by any telecommunications provider.
- 5.3.3.2 The Commission may allocate to a telecommunications service provider short codes in blocks of ten.
- 5.3.3.3 No less than one week before the proposed use, a telecommunications provider shall, inform the Commission of the intended use for the short code.
- 5.3.3.4 A telecommunications provider may request additional blocks of ten short codes provided that its allocated blocks have been at least sixty percent (60%) exhausted.

- 5.3.3.5 Such a request shall be made in writing with proof of the level of exhaustion and the purpose for the additional codes.
- 5.3.3.6 The current uses of short codes are listed in Annex 7

5.3.4 Vertical Services Codes

The Vertical Service Codes in use in the Member State is listed as Annex 8.

5.6 Home Network Identifiers (HNI) Code

- 5.4.1 HNI is a numbering resource and falls under the jurisdiction of the Commission.
- 5.4.2 The Commission is responsible for the issuance of HNIs.
- 5.4.3 A telecommunications provider may not use a unified HNI without the prior permission of the Commission.
- 5.4.4 Subject to the Commission reserving the right, after a consultation process, to subsequently require utilization of a national HNI code, the Commission may grant permission to use a unified HNI Code.

6.0 GLOSSARY

Glossary of Terms

“**Access Network**” means a network to which the caller is connected directly.

“**AOCN Service**” or Administrative Operating Company Number Service means the service provided by an administrator for the facilitation of the inputting and maintaining the necessary rating and routing information in the Telcordia[®] Business Information Routing and Rating Database System (BIRRDS).

“**Additional COC**” means a code assigned to a switching entity or point of interconnection subsequent to the assignment of an initial code or first code for the same purpose as a code that was previously assigned to the same switching entity or point of interconnection.

“**Authorized Operator**” means a telecommunications services provider who has been approved to provide specified telecommunications services in a designated geographic area by the regulatory authorities in a country and has received the licence to do so.

“**Basket**” means a service, or group of services, for which an end-user can pre-select one provider network for the provision of that service or group of services.

“**BIRRDS or Business Information Routing and Rating System (BIRRDS)**” means a centralized database used to collect pertinent data that supports the

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routing and rating of local exchange calls within the Public Switched Telephone Network (PSTN).

“Call-by-call selection” means a selection used when a user has the possibility to dial in each call to the provider that he wants to utilize, usually by making use of a prefix.

“Central Office Code or COC” means the second set of three digits after the NPA code in a ten digit NANP area address. Central Office Codes are in the form “NXX”, where N is a number from 2 to 9 and X is a number from 0 to 9. Central Office Codes are also referred to as “NXX codes”.

“CLLI or Common Language Location Identifier” means an eleven-character descriptor of a switch and is used for routing calls.

“Central Office Code Exhaust” means a point in time at which the quantity of telephone numbers within a COC which are “Available for Assignment” equals zero within a switching entity/ or POI. .

“Certify”, in relation to an applicant means to confirm, through formal statement information contained within the assignment request is true, accurate and complete to the best of his/her knowledge.

“Certify” in relation to the Commission means to authorize, in writing, an entity to provide a telecommunications service in [Member State].

“Code Administrator” means the Commission.

“Code holder” means an authorized operator who is the assignee of a full COC.

“Conservation” means that consideration is given to the efficient and effective use of a finite numbering resource in order to minimize the cost and need to expand its availability in the introduction of new services, capabilities and features.

“Effective Date” means the date by which the assigned code becomes an active code.

“Electronic Numbering (ENUM)” means the Internet Engineering Task Force (IETF) protocol that will assist in the convergence of the Public Switched Telephone Network and the Internet Protocol network; it is the mapping of a telephone number from the PSTN to Internet services.

“Growth code” means a code requested when the line numbers available for assignment in a previously assigned NXX code may not meet expected demand.

“INC or Industry Numbering Committee” means a standing committee of the Industry Carriers Compatibility Forum (ICCF) that provides an open forum to address and resolve industry-wide issues associated with the planning,

administration, allocation, assignment and use of the numbering resources and related dialling considerations for public telecommunications within the North American Numbering Plan (NANP).

“Initial Code” means the first geographic COC assigned at a unique switching entity or point of interconnection.

“In Service” means an active code in which specific subscribers or services are utilizing assigned telephone numbers.

“LERG or Local Exchange Routing Guide” means the guide containing Information about the local routing data obtained from the Traffic Routing Administration (TRA).

“Months to Exhaust” means the projected number of months within which an available code will be completely utilized. The formula used to determine months to exhaust is:

$$\frac{\text{Telephone Numbers available for assignment}}{\text{Growth (Quantity of lines added per month)}}$$

“NANP or North American Numbering Plan” means a numbering architecture in which every station in the NANP Area is identified by a unique 10-digit address consisting of a three-digit NPA code, a three-digit central office code in the form NXX, and a four-digit line number of the form XXXX.

“NANPA or North American Numbering Plan Administration” means the body responsible for the coordination and administration of the North American Numbering/Dialling Plans.

“NANP Area” means the United States and its territories, Canada and the English speaking nations in the Caribbean and the Dominican Republic.

“NPA or Numbering Plan Area (Area Code)” means the first three-digits of a 10 digit NANP format that applies throughout the NANP Area.

“NPA Code Relief” means that activity that must be performed when an NPA is near exhaust of its NXX capacity.

“NPA Relief Date” means the date by which the NPA is introduced and routing of normal commercial traffic begins.

“Numbering Plan” means a plan that specifies the format and structure of the numbers used within that plan.

“Number Portability” means the ability of a customer to change the telecommunications service provider supplying a particular telecommunications service, without having to change their number.

“Operating Company Number or OCN” means a code used in the telephone industry to identify a telephone company.

“Premium Rate Services” means those services for which the caller pays a premium over and above the cost of conveying the call.

“Pre-selection” means that a user has the option to pre-select his provider but does not to dial the provider’s code.

“PSTN” means the Public Switched Telephone Network.

“PLMN” means the Public Land Mobile Network.

“Point of Interconnection or POI” means the physical location where a provider’s connecting circuits interconnects for the purpose of interchanging traffic on the PSTN.

“Premature Exhaust” means the exhaust of a numbering resource sooner than the projected date for NPA relief.

“Private Network” means a network used by a telecommunications operator to provide telecommunications service solely to itself using licensed facilities but not interconnected with a PSTN.

“Provider Network” means a network to which the public is not directly connected and provides transmission between access networks.

“Provider Selection” means the mechanism that allows customers to choose between network providers to carry their long distance calls.

“PSTN or Public Switched Telephone Network” means a network that is composed of transmission and switching facilities and signal processors supplied and operated by a telecommunications provider for use by the public.

“Reassignment” means the transfer of a working or assigned NXX from one switching entity/POI to another.

“Reserved CO Codes” means an NXX code that has been temporarily set-aside for an applicant for future use.

“Switching Entity” means an electromechanical or electronic system for connecting lines to lines, lines to trunks or trunks to trunks for the purpose of originating/terminating PSTN calls.

“TNs Available for Assignment” means the quantity of telephone numbers within existing COCs which are immediately available for assignment to subscriber access lines or their equivalents within a switching entity or POI.

“TNs Unavailable for Assignment” means the quantity of telephone numbers within existing COCs which are neither “Working Telephone Numbers” nor available for new assignments as working telephone numbers within a switching entity/POI.

“Traffic Routing Administration or TRA or Routing Data Base System or RBDS” means the update of the database contains a complete description of all Local Exchange Companies’ networks in the NANP Area (except, currently Canada) and pertinent information relating to the networks of other code holders.

“Working Telephone Numbers(TNs)” means the quantity of telephone numbers within existing COCs which are assigned to working subscriber access lines or their equivalents e.g. direct inward dialling trunks, paging numbers, special services, temporary local directory numbers (TLDNs) etc within the switching entity/POI.

7.0 ANNEXES

This document contains 10 Annexes.
Annex 1 provides the list of these Annexes.

Annex 1

LIST OF ANNEXES IN NATIONAL NUMBERING PLAN

Annex 1	List of Annexes in National Numbering Plan
Annex 2	Central Office Code Assignment Request – Part 1 and Part 2
Annex 3	Commission's Response/Confirmation
Annex 4	Confirmation of Code In Service
Annex 5	Request for additional Central Office Code Assignments
Annex 6	Guidelines for Advertising using Numbering resources
Annex 7	Short Codes in [Member State]
Annex 8	Vertical Service Codes in [Member State]
Annex 9	List of Central Office Codes assigned in [Member State]
Annex 10	Letter of Commitment by Commissions
Annex 11	Allocation Plan for Central Office Codes

Annex 2

CENTRAL OFFICE CODE ASSIGNMENT REQUEST – PART 1

Type of Application: New Change Delete

1.0 GENERAL INFORMATION

1.1 Contact Information:

Code Applicant:

Company/Entity Name: _____

Contact Name: _____

Address: _____

City, Country: _____

Phone: _____ FAX: _____ E-Mail: _____

Code Commission:

Name: _____

Address: _____

City, Country: _____

Phone: _____ FAX: _____

1.2 NPA: _____ OCN: _____

Switching Identification (Switching Entity/POI) _____

Locality/City/Wire Centre: _____ Rate Centre: _____

Homing Tandem Operating Co.: Tandem Homing CLLI: _____

Route same as: NPA _____ NXX _____ Rate Centre same as: NPA _____ NXX _____

1.3 Dates: Date of Application: _____ Requested Effective Date: _____

1.4 Type of company/entity requesting the code:

a) _____ (LEC, IC, CMRS, Other)

b) Type of service: _____ (e.g., Cellular - Type 2)

c) Is certification required? Yes _____ No _____

1) If no, explain: _____

2) Does your company have certification? Yes _____ No _____

i) If yes, what type? _____

ii) If no, explain: _____

d) Code Assignment Preference (Optional)

Codes that are undesirable, if any _____

Type of change: _____

1.5 Type of Request (Initial, growth, etc.):

Pool Indicator _____ (YES)

1.6 NPA Jeopardy Criteria Apply: Yes _____ No _____

1.7 Code request for new service (Explain): _____

1.8 Part 2 is attached _____ Part 2 is not attached _____ for TRA
(RDBS) & BRIDS

I hereby certify that the above information requesting an NXX code is true and accurate to the best of my knowledge and that this application has been prepared in accordance with the current Central Office Code (NXX) Assignment Guidelines dated March 3, 2005.

Signature of Code Applicant

Title

Date _____

CENTRAL OFFICE CODE ASSIGNMENT REQUEST – PART 2

Following are CO Code (NXX) data requirements for the Telcordia™ BIRRDs database. Section 1.2 of the COCAG/TBPAG Forms Part 2 Job Aid may be referenced for assistance in completing this form. This form must always be completed for newly assigned CO Codes.

New CO Code	All items are required unless otherwise noted. Items 1-5 are required, as are the appropriate element(s) to be changed. Only items 1-5 should be provided.
Data change	
Disconnect	

- | | | |
|-------------------|-------|---|
| 1. NPA | _____ | Numbering Plan Area Code (Area Code) in which the CO Code (NXX) has been assigned |
| 2. NXX | _____ | Central Office Code (the assigned NXX) |
| 3. BLOCK ID | _____ | No entry required for CO Codes. |
| 4. STATUS | _____ | E = new code, M = change to supporting data, D = disconnect |
| 5. EFFECTIVE DATE | _____ | Date a new CO Code can first be routed to, date supporting data change will be effective or, date of disconnect [D/M/Y] |
| 6. OCN | _____ | Operating Company Number |
| 7. LOCALITY | _____ | (Maximum 10 characters each) |
| 8. COUNTY | _____ | If applicable, the county in which the locality resides |
| 9. STATE | _____ | Two character code for the state or territory of the locality |
| 10. PLACE NAME | _____ | Enter up to 50 characters to identify PLACE NAME to be referenced in billing. Also enter the appropriate two character state code.* |
| 11. COC TYPE | _____ | Identifies use of the CO Code (Choose one - EOC, PLN, PMC, RCC, SIC, TST, SP1, SP2, for ODDBALL codes see Job Aid) |
| 12. SSC | _____ | Special Service Code - (Choose one (or valid combinations up to four) - A, B, C, I, J, M, N, O, R, S, T, W, X, Z, 8) |
| 13. TR DIG EO | _____ | Number of digits to be out pulsed to a switching |

		entity/POI end office by another carrier (e.g. NPA + NXX + line would be 10).
14. TR DIG AT	_____	Number of digits to be out pulsed to a switching entity/POI tandem office by another carrier (e.g. NPA + NXX + line would be 10).
15. NXXTYPE	_____	Identifies use of CO Code (NXX) (Choose one of listed values provided in the COCAG Part 2 Job Aid)
16. BILL RAO	_____	A valid Revenue Accounting Office code.
17. BO CODE	_____	An appropriate Business Office code.
18. CO TYPE	_____	Company Type - (Choose appropriate value 0-9)
19. TIME ZONE	_____	0-None, 1-Guam/CNMI, 2-Hawaii, 3-Alaska/Yukon, 4-Pacific, 5-Mountain, 6-Central, 7-Eastern, 8-Atlantic, 9-Newfoundland
20. IDDD	_____	International Direct Distance Dialling (Y - if the CO Code (NXX) can place IDDD calls, N - if not)
21. DIND	_____	Dialable Indicator (Y - if directly dialable, N - if not)
22. DAYLIGHT SAVINGS	_____	(Y - if the CO Code (NXX) serves an area that observes daylight, N - if not)
23. PORTABLE	_____	(Y/N) Y if line numbers can be ported from this CO Code
24. SWITCH	_____	Eleven-character CLLI™ code that identifies the Switching Entity/POI (see COCAG Part 2 Form 2 if switch has not yet been established in BIRRDS)
25. SHA IND	_____	Switch Homing Arrangement (two digits) (multiple homing arrangements - see COCAG Part 2 Form 8 if SHA IND has not yet been established in BIRRDS for the given switch) (if not applicable, enter 00)
26. TEST LINE	_____	Four-digit test line number

Annex 3

Commission's Response/Confirmation

Name of Telecommunications Provider: _____

Date of Application: D M Y
 ____/____/____

Date of Receipt: D M Y
 ____/____/____

Date of Response: D M Y
 ____/____/____

Effective Date: D M Y
 ____/____/____

NPA: _____ **Code Assigned:** _____ **Date of NXX Code Assignment:** _____

Switch Identification (Switching Entity/POI) _____

- a. Rate Center: _____
- b. Routing and Rating information complete: Yes _____ No _____
Additional TRA (RDBS) and BRIDS information necessary as follows:
- d. To be published in the LERG and TPM by _____ additional TRA (RDBS) and BRIDS information needs to be received by the code Commission no later than _____.

Code Reserved: _____ **Date of Reservation:** _____

Your code reservation shall be honoured until dd/mm/yy

Form incomplete

Additional information required in the following section(s):

Form complete, code request denied

Explanation:

Assignment activity suspended by the Commission

Explanation: _____

Further Action: _____

NPA in jeopardy: Yes _____ **No** _____

Remarks:

.....
Signature of authorized representative of Commission

Name (print)

Annex 4

Confirmation of Code in Service

By signing below, I certify that the COC specified in Section 1 below is in service and that the COC is being used for the purpose specified in the original application.

Company Name: _____

OCN: _____

Authorized Representative of Applicant (Print Name)

.....
Signature
D M Y

____/____/____
Date

1. NPA-NXX code: _____ Rate Center: _____

2. Switch Identification (Switching Entity / POI): _____

3. Dates: _____
D M Y

Date of Application: _____
D M Y

In-Service Date: _____
D M Y

Note: This form must be submitted to the Commission within 6 months of the requested effective date.

Annex 5

Request for Additional Central Office Code Assignments

MONTHS TO EXHAUST CERTIFICATION WORKSHEET - TN Level
(Worksheet to be used for Requests for Additional Codes for Growth)

- 1. Date: ____/____/____/
 D M Y
- 2. Company's Name _____

- 3. Switching Entity/Point of Interconnection (CLLI) _____
- 4. Rate Center _____
- 5. NPA(s): _____ 6. NXXs included in growth calculation: _____
- 7. Signature of Authorized Representative of Code Applicant: _____

- 8. Title _____
- 9. Telephone No.: _____ FAX No.: _____

A. Telephone Numbers (TNs) Available for Assignment (See Glossary):

Month	Month	Month	Month	Month	Month
#1	#2	#3	#4	#5	#6

Month	Month	Month	Month	Month	Month
#7	#8	#9	#10	#11	#12

B. Previous 6-month growth history: _____

C. Projected growth - Months 1-12: _____

D. Average Monthly Forecast (Sum of months 1- 6 Part C above divided by 6) _____

E. Months to Exhaust = $\frac{\text{Telephone No (TNs) Available for Assignment(A)}}{\text{Average Monthly Forecast (D)}}$

F. Utilisation Level = $\frac{\text{Telephone No's (TNs) Assigned}}{\text{Total Numbering Resources in Applicant's Inventory}} \times 10 = \text{ ______ } \%$

Annex 6

Guidelines for Advertising using Numbering Resources

These guidelines would apply for all advertising directed to children of less than 16 years:

1. Advertisers should enquire as to the age of the caller.
2. Advertisers should always take into account the level of knowledge, sophistication and maturity of the audience to which their message is primarily directed. Younger children have a limited capacity for evaluating the credibility of information they receive. They also may lack the ability to understand the nature of the personal information they disclose on the Internet. Advertisers, therefore, have a special responsibility to protect children from their own susceptibilities.
3. Realizing that children are imaginative and that make-believe play constitutes an important part of the growing up process, advertisers should exercise care not to exploit unfairly the imaginative quality of children. Unreasonable expectations of product quality or performance should not be stimulated either directly or indirectly by advertising.
4. Products and content which are inappropriate for children should not be advertised or promoted directly to children.
5. Recognizing that advertising may play an important part in educating the child, advertisers should communicate information in a truthful and accurate manner and in language understandable to young children with full recognition that the child may learn practices from advertising, which can affect his or her health and well-being.
6. Advertisers are urged to capitalize on the potential of advertising to influence behavior by developing advertising that, wherever possible, addresses itself to positive and beneficial social behavior, such as friendship, kindness, honesty, justice, generosity and respect for others.
7. Care should be taken to incorporate minority and other groups in advertisements in order to present positive and pro-social roles and role models wherever possible. Social stereotyping and appeals to prejudice should be avoided.
8. Although many influences affect a child's personal and social development, it remains the prime responsibility of the parents to provide guidance for children. Advertisers should contribute to this parent-child relationship in a constructive manner.

Annex 7

Short codes in use in [Member State]

SHORT CODES				
Grenada	Commonwealth of Dominica	St Kitts/ Nevis	St Lucia	St Vincent & the Grenadines
Cable and Wireless Short Codes				
2653	2000	355	921	111
277	2001	356	922	222
422	2002	357	923	333
426	2003	358	924	444
4636	2004		926	555
622			927	269
6387872			928	1471
7283			929	
774			930	
777			931	
786			932	
8255			933	
876			935	
930			936	
957				
989				
990-999				
Grenada	Commonwealth of Dominica	St Kitts/ Nevis	St Lucia	St Vincent & the Grenadines
DIGICEL Short Codes				
Tone 8663			Tone 8663	Tone 8663
PICS 7427			PICS 7427	PICS 7427
LSTN 5478			LSTN 5478	LSTN 5478
PROMO 7777			PROMO 7777	PROMO 7777
TEST 8378			TEST 8378	TEST 8378
INFO 4636			INFO 4636	INFO 4636
USA 5446			USA 5446	USA 5446
Chat 2428			Chat 2428	Chat 2428
8083			8083	8083
7801 – 7813			7801 – 7813	7801 – 7813
LIST 5478			LIST 5478	LIST 5478
GAME 4268			GAME 4268	GAME 4268
Date 3283			Date 3283	Date 3283
100 – 110			100 – 110	100 – 110
112- 128			112- 128	112- 128

Annex 8

Vertical Short Codes in use in [Member State]

Grenada	Commonwealth of Dominica	<i>St Kitts/ Nevis</i>	St Lucia	St Vincent & the Grenadines
Vertical Service Codes used by C&W				
			*26# *43# *52# #21# #22# #23# #26# #41# #52# #33* #51* #55* *#21* *#22* *#23* *#33* *#55* *21* *22* *23* *33* *41* *51* *55* *57 *66 *67 #66 #67 #69 *#21# *#33# *#69	

Grenada	Commonwealth of Dominica	<i>St Kitts/ Nevis</i>	St Lucia	St Vincent & the Grenadines
Vertical Service Codes used by DIGICEL				
121			*121*	*121*
*120#			*120#	*120#
*122#			*122#	*122#
125			*125*	*125*
62			*62*	*62*
67			*67*	*67*
61			*61*	*61*
21			*21*	*21*
#002#			#002#	#002#
331			*331*	*331*
332			*332*	*332*
333			*333*	*333*
351			*351*	*351*

Annex 9

List of Central Office Codes assigned in [Member State]

1. Central Office Codes in the Commonwealth of Dominica

Digicel Dominica	Mobile Services Mobile Services Mobile Services	+1 767 614 XXXX +1 767 615 XXXX +1 767 616 XXXX
Cable and Wireless Dominica	Mobile Services Mobile Services Mobile Services Fixed Mobile Services Fixed Mobile Services Mobile Services Mobile Services Fixed Fixed Fixed Fixed Fixed Fixed Fixed Fixed Fixed	+1 767 225 XXXX + 1 767 235 XXXX +1 767 245 XXXX +1 767 255 XXXX +1 767 265- XXXX + 1 767 266 XXXX + 1 767 275 XXXX + 1 767 276 XXXX + 1 767 277 XXXX +1 767 440- XXXX + 1 767 441 XXXX + 1 767 442 XXXX +1 767 445 XXXX +1 767 446 XXXX + 1 767 447 XXXX + 1 767 448 XXXX + 1 767 449 XXXX
Marpin Telecom Dominica	Fixed Fixed Fixed Fixed Fixed	+ 1 767 500 XXXX +1 767 501 XXXX +1 767 502 XXXX + 1 767 503 XXXX + 1 767 504 XXXX

Orange Dominica	Mobile Services	+ 1 767 315 XXXX
	Mobile Services	+ 1 767 316 XXXX
	Mobile Services	+ 1 767 317 XXXX
	Fixed	+1 767 420 XXXX
	Fixed	+1 767 421 XXXX

2. Central Office Codes Assigned in Grenada

AWS Grenada	Mobile Services	+ 1 473 533 XXXX
	Mobile Services	+ 1 473 534 XXXX
	Mobile Services	+ 1 473 535 XXXX
	Mobile Services	+ 1 473 536 XXXX
	Mobile Services	+ 1 473 537 XXXX
	Mobile Services	+1 473 538 XXXX

Digicel Grenada	Mobile Services	+1 473 414 XXXX
	Mobile Services	+ 1 473 415 XXXX
	Mobile Services	+1 473 416 XXXX
	Mobile Services	+1 473 417 XXXX
	Mobile Services	+1 473 418 XXXX
	Mobile Services	+1 473 419 XXXX
	Mobile Services	+1 473 420 XXXX

Cable and Wireless Grenada	Mobile Services	+ 1 473 403 XXXX
	Mobile Services	+ 1 473 404 XXXX
	Mobile Services	+1 473 405 XXXX
	Mobile Services	+ 1 473 406 XXXX
	Mobile Services	+1 473 407 XXXX
	Fixed	+1 473 408 XXXX
	Mobile Services	+ 1 473 409 XXXX
	Mobile Services	+1 473 410 XXXX
	Mobile Services	+1 473 458 XXXX
	Fixed	+ 1 473 435 XXXX
	Fixed	+1 473 436 XXXX
	Fixed	+ 1 473 437 XXXX
	Fixed	+1 473 438 XXXX

	Fixed	+ 1 473 439 XXXX
	Fixed	+ 1 473 440 XXXX
	Fixed	+1 473 441 XXXX
	Fixed	+ 1 473 442 XXXX
	Fixed	+ 1 473 443 XXXX
	Fixed	+1 473 444 XXXX
	Fixed	+ 1 473 438 XXXX
	Fixed	+ 1 473 439 XXXX
	Fixed	+ 1 473 440 XXXX
	Fixed	+ 1 473 441 XXXX
	Fixed	+ 1 473 442 XXXX
	Fixed	+ 1 473 443 XXXX
	Fixed	+ 1 473 444 XXXX
	Fixed	+ 1 473 449 XXXX
	Fixed	+1 473 455 XXXX
	Fixed	+1 473 456 XXXX
	Fixed	+ 1 473 457 XXXX
	Fixed	+ 1 473 459 XXXX
	Fixed	+ 1 473 468 XXXX
	Fixed	+ 1 473 473 XXXX
	Fixed	+ 1 473 490 XXXX
	Fixed	+1 473 636 XXXX
	Fixed	+1 473 638 XXXX
	Fixed	+1 473 758 XXXX
	Fixed	+1 473 784 XXXX
	Fixed	+ 1 473 938 XXXX
	Fixed	+ 1 473 269 XXXX
	Fixed	+ 1 473 328 XXXX
	Fixed	+ 1 473 329 XXXX
	Fixed	+1 473 386 XXXX

3. Central Office Codes assigned in St. Kitts and Nevis

Wireless Ventures (St. Kitts/Nevis) trading as Digicel	Mobile Services	+ 1 869 762 XXXX
	Mobile Services	+ 1 869 763 XXXX
	Mobile Services	+ 1 869 764 XXXX
	Mobile Services	+1 869 765 XXXX

CariGlobe St. Kitts	Mobile Services	+ 1 869 556 XXXX
	Mobile Services	+ 1 869 557 XXXX
	Mobile Services	+ 1 869 558 XXXX

The Cable St. Kitts	Fixed	+ 1 869 565 XXXX
	Fixed	+1 869 566 XXXX
	Fixed	+1 869 567 XXXX

Cable & Wireless St. Kitts & Nevis	Fixed	+ 1 869 229 XXXX
	Fixed	+ 1 869 236 XXXX
	Fixed	+ 1 869 465 XXXX
	Fixed	+1 869 229 XXXX
	Fixed	+ 1 869 466 XXXX
	Fixed	+ 1 869 467 XXXX
	Fixed	+1 869 468 XXXX
	Fixed	+ 1 869 469 XXXX
	Fixed	+ 1 869 470 XXXX
	Mobile	+ 1 869 662 XXXX
	Mobile	+1 869 663 XXXX
	Mobile	+ 1 869 664 XXXX
	Mobile	+ 1 869 665 XXXX
	Mobile	+1 869 667 XXXX
	Mobile	+ 1 869 668 XXXX
Mobile	+1 869 669 XXXX	

4. Central Office Codes assigned in Saint Lucia

Wireless Ventures (St. Lucia) Limited	Mobile Services	+ 1 758 518 XXXX
	Mobile Services	+ 1 758 519 XXXX
	Mobile Services	+1 758 520 XXXX

Digicel (St. Lucia) Limited	Mobile Services	+1 758 712 XXXX
	Mobile Services	+1 758 713 XXXX
	Mobile Services	+ 1 758 714 XXXX
	Mobile Services	+ 1 758 715 XXXX
	Mobile Services	+ 1 758 716 XXXX
	Mobile Services	+ 1 758 717 XXXX
	Mobile Services	+1 758 718 XXXX
	Mobile Services	+1 758 719 XXXX
	Mobile Services	+ 1 758 720 XXXX
	Mobile Services	+1 758 721 XXXX
	Mobile Services	+1 758 722 XXXX

Caribbean Cellular (St. Lucia) Limited	Mobile	+1 758 284 XXXX
	Mobile	+ 1 758 285 XXXX
	Mobile	+1 758 286 XXXX
	Mobile	+ 1 758 287 XXXX
	Mobile	+ 1 758 384 XXXX
	Mobile	+1 758 460 XXXX
	Mobile	+1 758 461 XXXX
	Mobile	+1 758 484 XXXX
	Mobile	+1 758 485 XXXX
	Mobile	+ 1 758 486 XXXX
	Mobile	+ 1 758 487 XXXX
	Mobile	+1 758 488 XXXX
	Mobile	+1 758 489 XXXX
	Mobile	+ 1 758 584 XXXX

Cable & Wireless (West Indies) Limited	FIXED	+ 1 758 450 XXXX
	FIXED	+ 1 758 451 XXXX
	FIXED	+ 1 758 452 XXXX
	FIXED	+1 758 453 XXXX
	FIXED	+ 1 758 454 XXXX
	FIXED	+1 758 455 XXXX
	FIXED	+ 1 758 456 XXXX
	FIXED	+1 758 457 XXXX
	FIXED	+ 1 758 458 XXXX
	FIXED	+ 1 758 459 XXXX
	FIXED	+ 1 758 462 XXXX
	FIXED	+1 758 463 XXXX
	FIXED	+ 1 758 464 XXXX
	FIXED	+ 1 758 465 XXXX
	FIXED	+ 1 758 466 XXXX
	FIXED	+ 1 758 467 XXXX
	FIXED	+ 1 758 468 XXXX
	FIXED	+1 758 469 XXXX
	FIXED	+1 758 480 XXXX
	FIXED	+1 758 481 XXXX
FIXED	+1 758 482 XXXX	
FIXED	+ 1 758 638 XXXX	

Antilles Crossing (St. Lucia) Limited		
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Antilles Crossing		
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5. Central Office Codes assigned in St. Vincent and the Grenadines

Wireless Ventures (St. Vincent) Ltd.	Mobile Services Mobile Services Mobile Services	+ 1 784 430 XXXX + 1 784 431XXXX + 1 784 432 XXXX
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Cable and Wireless (West Indies) Limited	Fixed	+1 784 266 XXXX
	Fixed	+1 784 366 XXXX
	Fixed	+1 784 367 XXXX
	Fixed	+1 784 368 XXXX
	Fixed	+1 784 369 XXXX
	Fixed	+1 784 370 XXXX
	Fixed	+1 784 371 XXXX
	Fixed	+1 784 372 XXXX
	Fixed	+1 784 373 XXXX
	Fixed	+1 784 374 XXXX
	Fixed	+1 784 375 XXXX
	Fixed	+1 784 376 XXXX
	Fixed	+1 784 377 XXXX
	Fixed	+1 784 378 XXXX
	Fixed	+1 784 379 XXXX
	Fixed	+1 784 380 XXXX
	Fixed	+1 784 381 XXXX
	Fixed	+1 784 382 XXXX
	Fixed	+1 784 383 XXXX
	Fixed	+1 784 384 XXXX
	Fixed	+1 784 385 XXXX
	Fixed	+1 784 386 XXXX
	Fixed	+1 784 438 XXXX
	Fixed	+1 784 450 XXXX
	Fixed	+1 784 451 XXXX
	Fixed	+1 784 452 XXXX
	Fixed	+1 784 453 XXXX
	Fixed	+1 784 456 XXXX
	Fixed	+1 784 457 XXXX
	Fixed	+1 784 458 XXXX
	Fixed	+1 784 480 XXXX
	Fixed	+1 784 481 XXXX
	Fixed	+1 784 482 XXXX
	Fixed	+1 784 483 XXXX
Fixed	+1 784 484 XXXX	
Fixed	+1 784 485 XXXX	
Fixed	+1 784 486 XXXX	
Fixed	+1 784 487 XXXX	
Fixed	+1 784 488 XXXX	
Fixed	+1 784 489 XXXX	
Fixed	+1 784 490 XXXX	
Fixed	+1 784 784 XXXX	
Fixed	+1 784 555 XXXX	
Fixed	+1 784 375 XXXX	
Fixed	+ 1 784 638 XXXX	

Cable and Wireless Caribbean Cellular (St. Vincent and the Grenadines) Limited	Mobile Mobile	+1 784 491 XXXX +1 784 454 XXXX
--	------------------	------------------------------------

	Mobile	+1 784 455 XXXX
	Mobile	+1 784 492 XXXX
	Mobile	+1 784 493 XXXX
	Mobile	+1 784 494 XXXX
	Mobile	+1 784 495 XXXX
	Mobile	+1 784 593 XXXX

Digicel Limited	Mobile Services	+ 1 784 526 XXXX
	Mobile Services	+ 1 784 527 XXXX
	Mobile Services	+ 1 784 528 XXXX
	Mobile Services	+ 1 784 529 XXXX
	Mobile Services	+ 1 784 530 XXXX
	Mobile Services	+ 1 784 531 XXXX
	Mobile Services	+ 1 784 532 XXXX
	Mobile Services	+1 784 533 XXXX

Annex 10

Letter of Commitment by Commissions

Chairman Commission:-

*Commonwealth of Dominica
Grenada
St. Kitts and Nevis
Saint Lucia
St. Vincent and the Grenadines*

Dear Chairman,

RE: REGIONAL NUMBERING PLAN

The Directorate is in the process of developing a Regional Numbering Plan that would form the basis for the National Numbering Plans.

In order to facilitate the efficient administration of the number resource in the sub-region, ECTEL proposes that the Commission agrees that ECTEL acts as its agent in interacting with external agencies in ensuring that all the numbers assigned are properly recorded and accessible by all telecommunications providers worldwide.

To give effect to the foregoing, we specifically request the agreement of the Commission on the following matters:

1. That ECTEL shall, in consultation with the Commission, coordinate all activities with international and regional bodies in respect of matters pertaining to numbering specifically in reference to the Federal Communications Commission (FCC), North American Numbering Plan Administration (NANPA), The North America Numbering Council (NANC), Industry Numbering Committee (INC), Alliance for Telecommunications Industry Solutions (ATIS), Telcordia, the ITU and any other similar body.
2. That ECTEL shall coordinate with Telcordia all activities in respect of the entry of numbers assigned to telecommunications providers in the LERG database to ensure full operability.

Where applicable, ECTEL shall seek representation in the bodies listed at item 1 above.

2. ECTEL shall ensure payment of all associated fees in respect of membership or the provision of related services by these extra-regional bodies;
3. ECTEL agrees to indemnify and hold harmless the Commission from any reasonable claims, damages, liability, attorneys' fees and expenses arising solely as a result of a failure by ECTEL to satisfy any obligation stated herein.

2/.....

If the foregoing meets with your approval initial each page and sign at the end where your agreement is signified and return to us by, --- 2005. A copy of this letter is enclosed for your records

Yours faithfully

**ELIUD T. WILLIAMS
MANAGING DIRECTOR**

I agree

.....
Chairman

Copied to: Coordinator/Director - Commission

Made this day of 200[-]

Minister with responsibility for Telecommunications

Annex 11
Allocation Plan for Central Office Codes