



NANP Administration System (NAS)

NANP Notification System (NNS)

Training Guide

1.4v

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1.0 Introduction

The NANP Notification System (NNS) is designed to provide individuals the opportunity to receive email notification on a variety of North American Numbering Plan (NANP) topics.

2.0 Purpose

The purpose of this document is to provide NANP Administration System (NAS) procedural steps for the user to view notifications, meeting minutes, and other documents stored on NNS which is part of NAS.

3.0 Types of Notifications

When registering in NAS, users are offered the opportunity to sign-up for various notifications. If NNS is selected as a resource subscription for a new or modified registration, the following screen (Figure 1) will appear:

External User Registration - Step 5

On this page you are invited to register to receive NANPA notifications on a variety of numbering related topics. By selecting from the topics listed below, you will receive email notifications of any changes, updates or new information related to the respective topic. The topics are classified as "Non-Geographic Notifications" (i.e., related to the entire NANP) or "Geographic Notifications" (i.e., related to a specific state or NPA). Selecting a non-geographic topic means that you will receive all notices related to this topic. For geographic notifications, you will receive those notifications for the specific location(s) you select. This can include a specific state and/or a particular NPA within a state. A complete description of NANP Notification System (NNS) can be obtained in the NNS User Guide.

Non-Geographic Notifications:

- INC Guideline Changes - Notifications concerning changes to INC guidelines
- Notifications concerning the submission of the NRUF Form 502, updates to NRUF job aids and reminders of submission deadlines
- NANPA Newsletters
- NANPA Planning Letters
- "Other" Non-Geographic Notifications - (NANPA process changes, News Letters, New Personnel Changes, International Activities, Report Distribution/Availability, NPA Relief Status Report, New Forms and Tools, NPA Exhaust Forecasts, System Maintenance/System Availability and Client Education)

Geographic Notifications:

- Code Administration - Notifications of new processes and changes in CO code administration that affect specific states and/or NPAs (i.e. State Specific Utilization Requirements and Jeopardy Planning Letters).
- Jeopardy Notifications - Notifications for NPAs going into or out of a Jeopardy or other changes to the Jeopardy status of an NPA. Also includes Regulatory Directives regarding jeopardy procedures (e.g. change in the frequency of a lottery in an NPA).
- "Other" Geographic Notifications - Notifications of press releases, regulatory directives and data related to the status of resources associated with state conservation deliberations.
- NPA Relief Planning - Notifications concerning the development of NPA relief plans (e.g., pre-IDP meeting announcements and notes, announcements and notes for NPA relief planning and implementation meetings, jeopardy review meetings, review of unavailable NXX code meetings and other relief planning documents). These notifications are available only to the specific industry members involved in the development of area code relief plans.

Select States for Geographic Notifications:

States		Selected States
<div style="border: 1px solid gray; padding: 5px;"> ALASKA ALABAMA ARKANSAS AMERICAN SAMOA ARIZONA CALIFORNIA COLORADO </div>	<input type="button" value=">"/> <input type="button" value="<"/> <input type="button" value=">>"/> <input type="button" value="<<"/>	<div style="border: 1px solid gray; height: 60px; width: 100%;"></div>
<input type="button" value="Continue"/> <input type="button" value="Cancel"/>		

Figure 1

Questions on NAS registration may be directed to the NANPA Help Desk at (866) 623-2282 or via email at login@neustar.biz.

Notifications are categorized as either non-geographic or geographic. Below is a description of the types of public notifications available.

Non-Geographic Notifications

- INC Guideline Changes – Notifications concerning changes to INC guidelines
- NRUF – Notifications concerning the submission of the NRUF Form 502, updates to NRUF job aids and reminders of submission deadlines
- NANPA Newsletters
- NANPA Planning Letters
- Other Non-Geographic Notifications – NANPA Process Changes, New Personnel Changes, International Numbering Activities, Report Distribution/Availability, New Forms and Tools, NPA and NANP Exhaust Forecasts, System Maintenance/System Availability and Client Education

Geographic Notifications

- CO Code Administration - Notifications of new processes and changes in CO (central office) code administration that affect specific states and/or NPAs (i.e. State-Specific Utilization Requirements and Jeopardy Planning Letters)
- Jeopardy Notifications – Notifications for NPAs going into or out of Jeopardy or other changes to the Jeopardy status of an NPA. Also includes Regulatory Directives regarding jeopardy procedures (e.g. change in the frequency of a lottery in an NPA).
- Other Geographic Notifications – Notifications of press releases, regulatory directives and data related to the status of resources associated with state conservation deliberations
- NPA Relief Planning – Notices concerning the development of NPA relief plans (e.g. pre-IPD (Initial Planning Document) meeting announcements, announcements and notes for NPA relief planning and implementation meetings, jeopardy review meetings, review of unavailable NXX code meetings and other relief planning documents). **Note: these notifications are limited to those entities directly involved in the development of area code relief plans.**

For geographic notifications, identify the states for which you wish to receive these types of notifications when registering.

Per the INC NPA Code Relief Planning & Notification Guidelines (ATIS-0300061, Section 3.3):

3.3 SPs should provide NANPA a contact for notification of NPA relief planning activities. These contacts must maintain an active NAS log-in and password to ensure notification of, and full participation in, any NPA relief planning activities in which they are assigned numbering resources in the affected NPA(s).

With the exception of notices related to NPA relief planning, all notices are available to the public. Members of the public may sign up to receive notices as an Email Mailing List recipient. Email Mailing List recipients receive notifications but cannot View Documents in NAS as described in this document. More information on signing up for

the Email Mailing List is available on the NANPA website under “Tools,” then “Email Mailing List:”

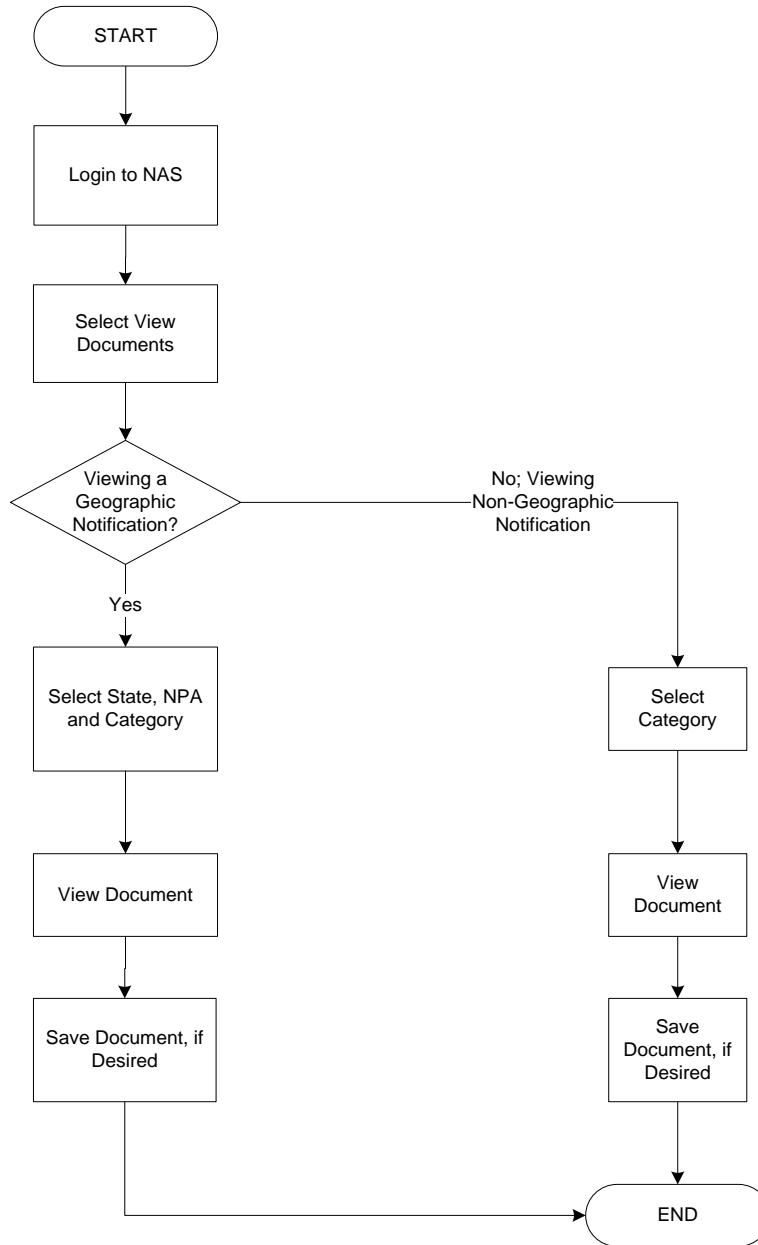
http://www.nationalnanpa.com/contact_us/mailing_list.html

More information on NAS registration can be found in the NAS User Registration Training Guide under “Tools,” then “NAS Training Guides:”

http://www.nationalnanpa.com/tools/nasTrain_guide.html

4.0 Overall Process Flow for Using NNS

The flowchart below describes the overall process for viewing notifications in NAS.



5.0 Viewing and Downloading Documents from NNS

Geographic Notifications

To view documents related to Geographic NANP notifications, you must first log into NAS. Upon logging into NAS, select from the main menu “View Documents”, then select “View Documents” again. The next screen to appear will be titled “Search For Documents.” Using the drop-down menus, select the state, NPA, and notification category.

The following process describes accessing documents from the NPA Relief Planning category. However, this same process may be used to view documents from any of the Geographic categories (i.e., Code Administration, Jeopardy Notifications, Other).

NPA Relief Planning

Notices and associated documentation concerning the development of NPA relief plans are limited to those individuals and entities authorized to receive these notifications and view relief planning documents. In order to receive these notifications and view area code relief documents, one must be registered in NAS and have selected the NPA Relief Planning notifications.

From the Tool Bar, select View Documents (Figure 2).

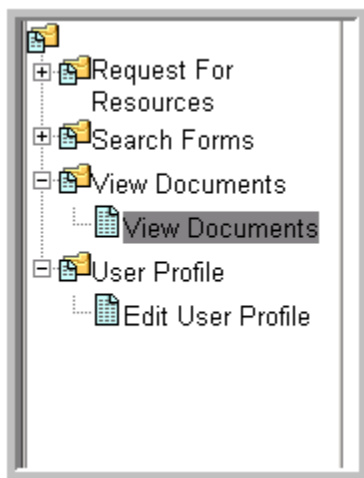


Figure 2

Figure 3 below will appear.

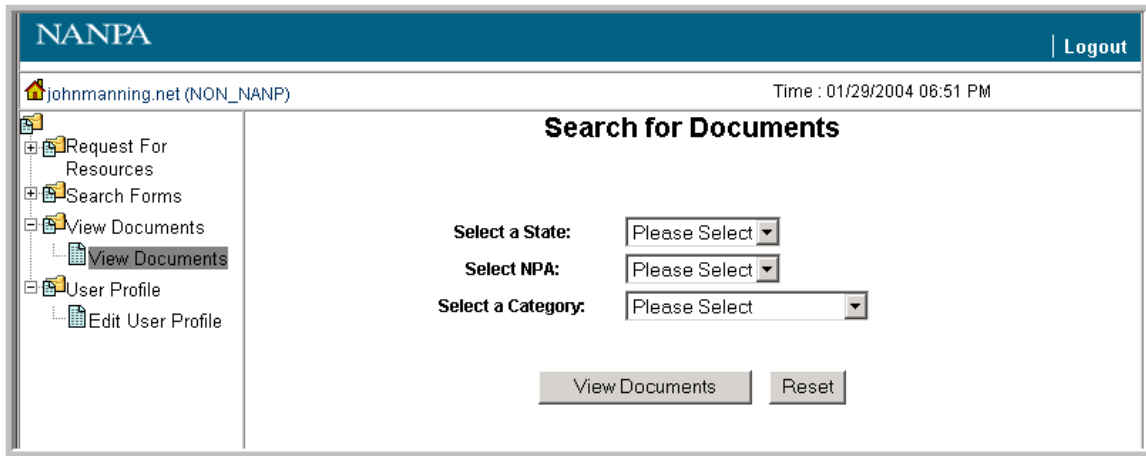


Figure 3

To review the NPA Relief Planning documents, the user will select a specific state, NPA and category. A drop-down menu will appear of those states selected in your user profile (Figure 4).

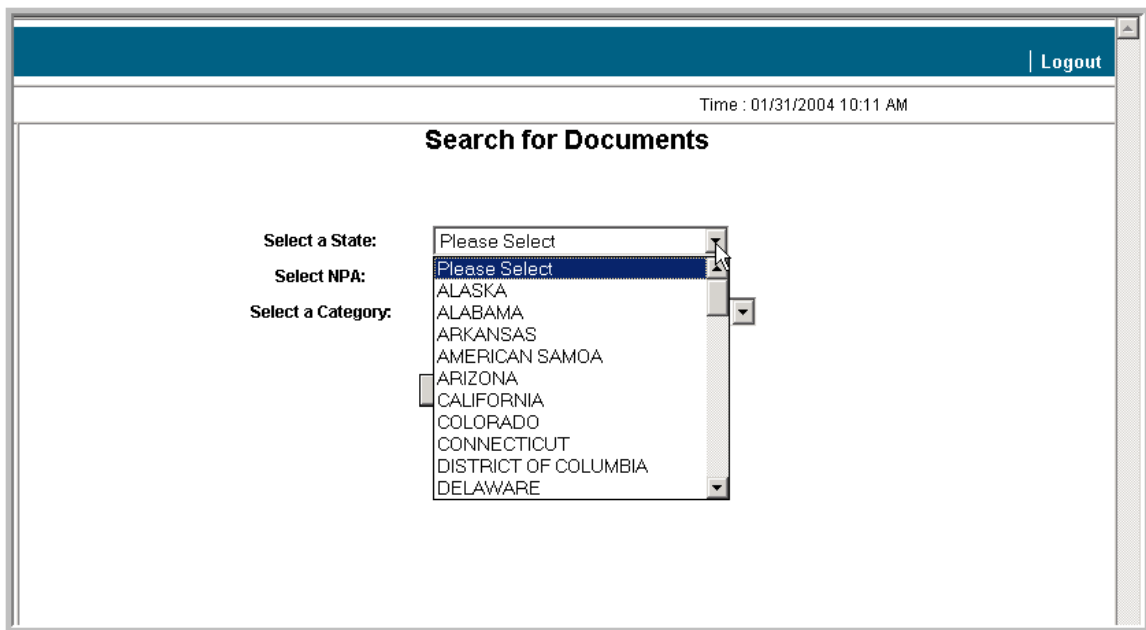


Figure 4

Once the specific state is selected, the screen will refresh with the list of NPAs in that state (Figure 5). The user will then select the NPA for which he/she wishes to view the documents. The user will also have the option to select all states and NPAs identified in the drop-down menu.

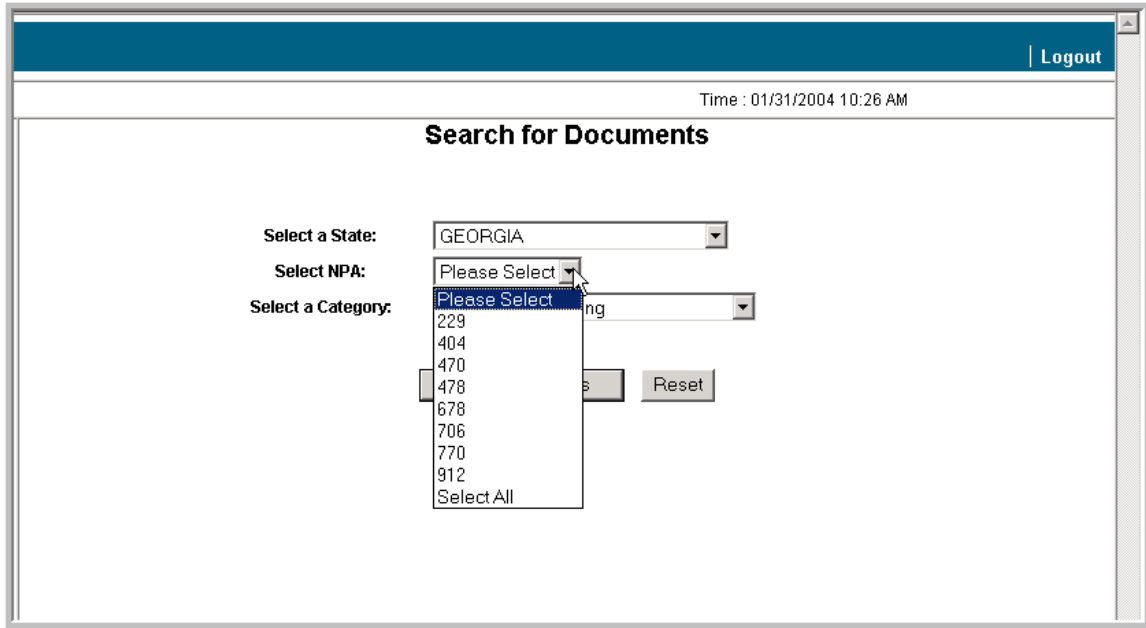


Figure 5

Once the NPA and state are selected, click on “NPA Relief Planning” from the drop-down menu that appears in ‘Category.’ Similar to “Select a State,” only those categories selected in your user profile will appear in the drop-down menu (Figure 6).

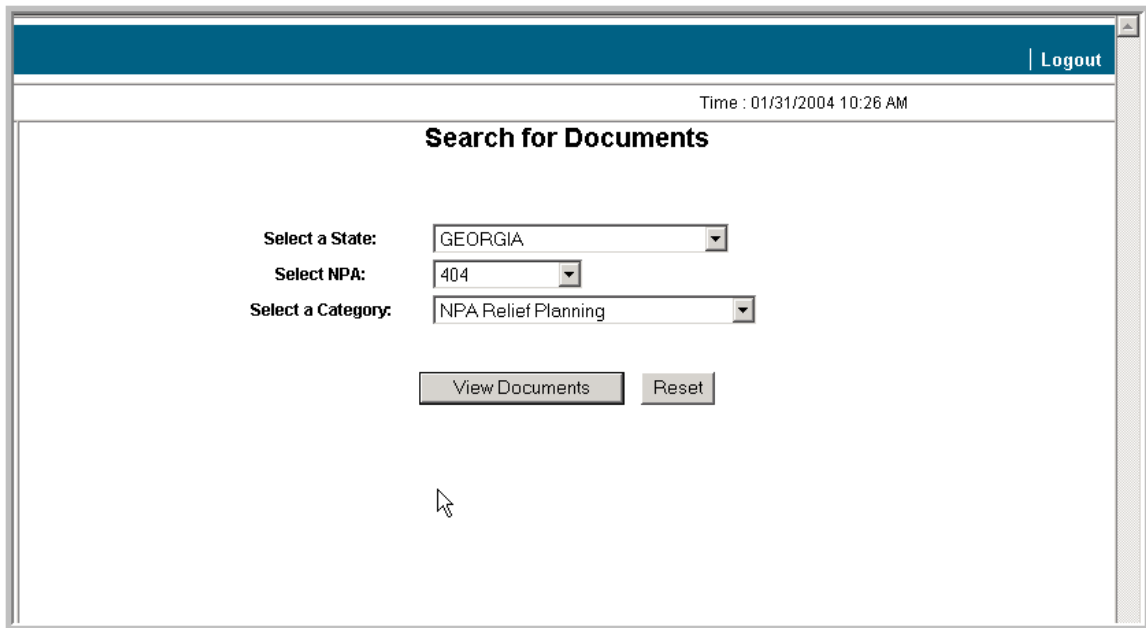


Figure 6

A table of documents of the selected NPA will appear (Figure 7). The documents will be listed by date, location, NPA, category, title and description. By clicking on the Title, the document will appear.

To download the desired file to the viewer’s own desktop computer hard drive, right-click on the Title, then use the “save target as” (file download) function. Select the desired folder in your own computer where you wish to save the file. Most of these files are in PDF format and require the Acrobat Reader program which can be obtained at <http://www.adobe.com>.

List of Documents					
Date	Location	NPA(s)	Category	Title	Description
05/04/2000	GA	404,678,770	NPA Relief Planning	Document on 678 NPA (GA) Relief Date	Document filed with Georgia Public Service Commission at the request of the GPSC Staff during the 03/21/00 Jeopardy Conference Call indicating consensus date for relief.
06/13/2000	GA	404,678,770	NPA Relief Planning	Industry Teleconference Jeopardy Rationing 678 NPA (Georgia)	The announcement of a teleconference to discuss the previous jeopardy exhaust procedures agreed to by industry consensus for the 678 NPA (Georgia) (68Kb)
03/01/2001	GA	404,678,770	NPA Relief Planning	Draft Copy of Press Release for 678 NPA Relief	Draft Copy of Press Release for 678 NPA Relief (64Kb)
08/16/2001	GA	404,678,770	NPA Relief Planning	Invitation to 678 NPA (GA) Relief Implementation Teleconference	Invitation to 678 NPA (GA) Relief Implementation Teleconference (52Kb)
07/07/2001	GA	404,678,770	NPA Relief Planning	UPDATE TO DOCUMENT - Test Number information for Georgia Rate Center Consolidation	Notification of test numbers for GA Rate Center Consolidation as requested by Industry members

Figure 7

Non-Geographic Notifications

To view documents related to Non-Geographic NANP notifications, you must first log into NAS. Upon logging into NAS, select from the tools menu “View Documents”, then select “View Documents” again. The next screen to appear will be titled “Search For Documents.”

The following process describes accessing documents from the INC Guidelines Changes. However, this same process may be used to view documents from any of the Non-Geographic categories (i.e., NRUF, NANPA Newsletters, NANPA Planning Letters, Other).

INC Guidelines Changes

From the Tool Bar, select View Documents (Figure 8).

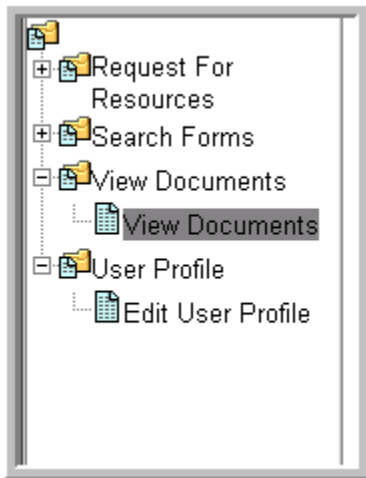


Figure 8

Figure 9 below will appear.

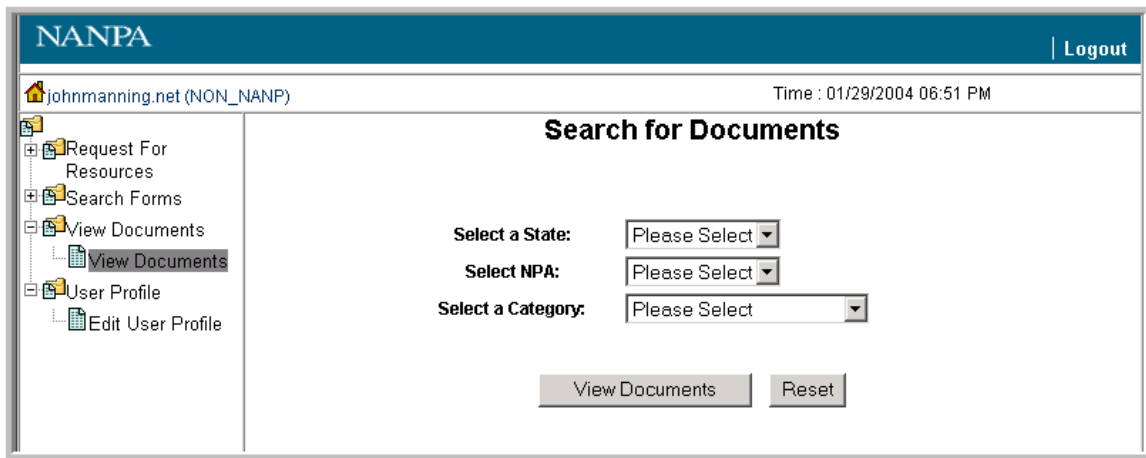


Figure 9

To review notices concerning INC Guidelines Changes, the user need only click on the “Select a Category” and select “INC Guidelines Changes.” (Figure 10). State and NPA are not required.

Search for Documents

Select a State:

Select NPA:

Select a Category:

Figure 10

Select “View Documents” and a table of all the notices associated with the INC Guidelines Changes will appear (Figure 11). The documents will be listed by date, category, title and description. By clicking on the Title, the document will appear and can be saved.

List of Documents

Date	Location	NPA(s)	Category	Title	Description
07/23/2004			INC Guidelines Changes	INC Guideline Changes	The Industry Numbering Committee (INC) has made changes to the following industry guidelines, effective July 23, 2004. The Central Office Code (NXX) Assignment Guidelines due to the resolution of the following INC issues: 429: Non-Dialable ESRDs
06/29/2004			INC Guidelines Changes	Utilization Requirement Changes	NEW UTILIZATION REQUIREMENT Please Note the Following Change for Growth Requests: Beginning June 30, 2004 per the FCC’s 2nd Report and Order (FCC 00-429), all central office code growth requests must meet the 75% utilization level. NANPA June 29....
06/15/2004			INC	Utilization	NEW UTILIZATION

			Guidelines Changes	Requirement Changes	REQUIREMENT Please Note the Following Change for Growth Requests: Beginning June 30, 2004 per the FCC's 2nd Report and Order (FCC 00-429), all central office code growth requests must meet the 75% utilization level. NANPA J....
06/01/2004			INC Guidelines Changes	INC Guideline Changes	The Industry Numbering Committee (INC) has made changes to the Central Office Code (NXX) Assignment Guidelines due to the resolution of Issue 438: Clarification of the COCAG, Section 6.1.2.1 Regarding Activation Interval, and to the Thousands-Block N...
05/14/2004			INC Guidelines Changes	INC Guideline Changes	The Industry Numbering Committee (INC) has made changes to some of its guidelines, including the Central Office Code (NXX) Assignment Guidelines and the Thousands-Block Number (NXX-X) Pooling Administration Guidelines. The guidelines are available o...
03/23/2004			INC Guidelines Changes	INC Guideline Changes	The Industry Numbering Committee (INC) has made changes to a number of its guidelines, including the Central Office Code (NXX) Assignment Guidelines and the Thousands-Block Number (NXX-X) Pooling Administration Guidelines as well as the guidelines as....
02/23/2004			INC Guidelines Changes	INC Guidelines Changes	The Industry Numbering Committee (INC) has made changes to a number of its guidelines, including the Central Office Code Assignment Guidelines, the Thousand Block Number Pooling Administration Guidelines as well as the guidelines associated with the

Figure 11

6.0 Glossary

Industry Numbering Committee (INC) – Committee of the Alliance for Telecommunications Industry Solutions (ATIS) which addresses numbering issues.

Jeopardy - Condition of an NPA when the forecasted and/or actual demand for CO Code resources will exceed the known supply during the planning/implementation interval for relief.

NANP Administration System (NAS) – System that supports a variety of number administration functions including distribution of NNS documents.

NANP Notification System (NNS) – Subset of NAS capabilities used to distribute documents on a variety of NANP topics.

NANPA Planning Letters – Letters issued by NANPA containing comprehensive information pertaining to NPA relief planning activities.

North American Numbering Plan (NANP) - Numbering plan for the public switched telephone network in the US and its territories, Canada, and the Caribbean.

North American Numbering Plan Administration (NANPA) – Group that holds overall responsibility for neutral administration of NANP numbering resources, subject to directives from regulatory authorities in the countries that share the NANP.

NPA Relief Planning – Process by which additional numbering resources are made available to the NANP, typically through NPA splits or overlays.

Numbering Plan Area (NPA) – Geographical area served by the NANP, each identified by a three-digit code, commonly called an area code.

Numbering Resource Utilization/Forecast (NRUF) – Report used for collecting, storing, and maintaining number resource utilization and forecast data.

7.0 Change History

Version	Effective Date	Author	Description of Change
1.1	9/10/04	NANPA	Initial version.
1.2	9/21/05	NANPA	Added table of contents, process flow, glossary, change history, index, and updated selected text.
1.3	6/15/07	NANPA	Added Email Mailing List and NAS Help Desk references.
1.4	10/10/08	NANPA	Added a screenshot of the NAS registration page for NNS.

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