

State Regulator & Federal Communications Commission (FCC) NANP Administration System (NAS) User Guide

Version: 1.3

Version History

Revision History							
Date	Version	Description					
October 28, 2024	1.0	Initial release of the combined NAS NANP Administration System (NAS) User Guide.					
December 4, 2024	1.1	Added additional "Search" option to the NAS and PAS Historic View Forms section.					
December 9, 2024	1.2	Update to Part 1/3 Report section, date range includes Part 3 response date.					
June 18, 2025	1.3	Updated View Forms section to include "Printable Version" link when saving forms to PDF or printing forms.					

1	INTR	ODUCTION	4
1 1 1	1 2 3	PURPOSE	2 2
1	5 6 7 8	USER ACCESS	5
2	LOG	IN AND USER DATA	5
2	2.1 2.2 2.3 2.4	NAS LOG IN MULTI-FACTOR AUTHENTICATION RESET YOUR PASSWORD UPDATE USER PROFILE	6
3	тно	USANDS-BLOCK/CO CODE	9
_	3.1 3.2	Forms & Documents	
4 5		F	
5	5.1 5.2 5.3	P-ANI LOOK UP	51
6	HIST	ORIC THOUSANDS-BLOCK/CO CODE FORMS AND REPORTS	60
•	5.1 5.2	HISTORIC NAS FORMS AND REPORTS	

1 Introduction

1.1 Purpose

This document outlines the State Regulator and Federal Communications Commission (FCC) tools available in the web-based application of the NANP Administration System (NAS). The tools available will depend on the **Subscription Choice(s)** selected in the user's profile.

1.2 Resources Subscription

The user must select at least one of the following **Subscription Choices**:

- NANP Notification System (NNS) Allows the user to receive and search notifications from NANPA based on type of notification selected.
- **Thousands-Block/CO Code** Allows the user to view and download forms and reports related to thousands blocks and central office code applications.
- **NRUF Reports** Allows the user to view and download NRUF report data submitted by carriers for current and previous reporting cycles.
- **p-ANI** Allows the user to view and download forms and reports related to p-ANI applications and provides a look up capability for individual p-ANI assignments.

1.3 Content Summary

This document will guide State Regulator and Federal Communications Commission (FCC) users through the following tasks:

- Thousands-Block/CO Code
 - o Forms & Documents
 - Reports
- NRUF
 - Reports
- p-ANI
 - o Forms & Documents
 - o p-ANI Look Up
 - Reports
- Historic Thousands-Block/CO Code Forms & Reports
 - o NAS
 - o PAS

1.4 Conventions

This document presents the text that appears on NAS screens (e.g., toolbar items, field labels and button text) as well as internal and external document references. Toolbar items, field names and internal document references are shown in **bold black**, internal document references are hyperlinked, and external document references are *black italicized*.

1.5 User Access

The data available to a NAS user will depend on the **Subscription Choice(s)** selected and shall be restricted based on the user type selected.

State Regulator

An employee of a state commission who uses the system to view information on resources via reports and queries and responds to NANPA with direction concerning reclamation efforts. State Regulator users can view data for their **State** and the **NPAs** within their **State**.

Federal Communications Commission (FCC)

An employee of the FCC or an individual authorized by the FCC who uses the system to view information on resources via reports and queries and responds to NANPA with direction concerning reclamation efforts. FCC users can view data for all **States** and **NPAs**.

1.6 Preparations

NANP Administration System (NAS) Registration

A user is required to have an approved State Regulator or FCC registration (see the State Regulator and FCC NANP Administration System (NAS) User Registration Guide).

1.7 Two-Factor Authentication

The NANP Administration System (NAS) requires two-factor authentication for FISMA compliance, therefore, NAS users are required to establish two-factor authentication to access the NAS (see the *Two-Factor Authentication User Guide*).

1.8 Troubleshooting

Any questions or issues may be emailed to support@nanpa.com or call 866-623-2282.

2 Login and User Data

To log in to NAS the user must be a registered user, have a valid and active username and password, and have established two-factor authentication.

This section provides direction on logging in and updating a user profile.

- Section 2.1 NAS Log In, how to login to the NAS GUI.
- Section 2.2 Multi-Factor Authentication, how to enter two-factor authentication to access the NAS GUI.
- Section 2.3 Reset Your Password, requesting a password reset in the NAS GUI
- Section 2.4 Update User Profile, updating a user profile in the NAS GUI.

2.1 NAS Log In

From the NANPA home page (https://www.nanpa.com), select **Login** located in the upper right corner (see in Figure 2-1), then the **Log In to NAS** screen will be displayed (Figure 2-2).

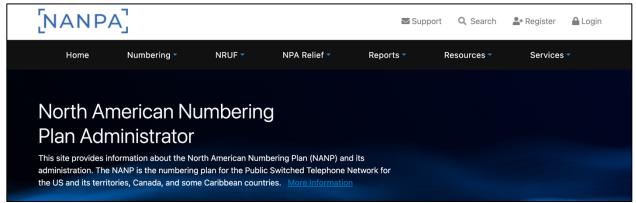


Figure 2-1

The NAS Log In screen (Figure 2-2) allows the user to enter their login credentials. All fields with a red asterisk (*) are required.

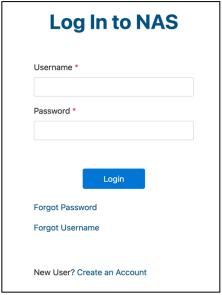


Figure 2-2

- Username* The user must enter the NAS Username associated with their account.
- Password The user must enter the NAS Password associated with the Username.
- **Login** The user must select **Login**. NAS will provide the Multi-Factor Authentication screen (Section **2.2**).

2.2 Multi-Factor Authentication

On the **Multi-Factor Authentication** screen (Figure 2-3), the user must enter the Multi-Factor Authentication code associated with their NAS account. All fields with a red asterisk (*) are required.

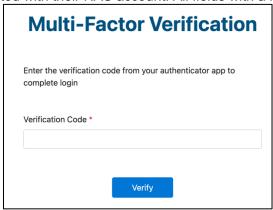


Figure 2-3

- Verification Code The user must enter the six-digit code provided by the authentication tool.
- Verify The user must select Verify. Upon successful login, NAS will present the Dashboard (Figure 2-4).

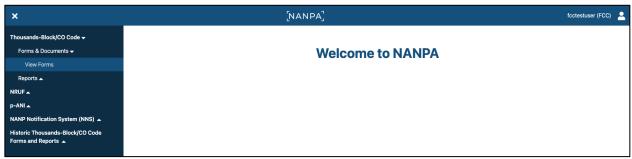


Figure 2-4

2.3 Reset Your Password

To reset your password, select the **Person icon** located in the upper right corner (Figure 2-5), then **Reset Password**, the **Change Password** screen will be displayed, enter the current password and new password, then **Change Password** (Figure 2-6).



Figure 2-5

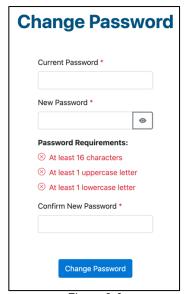


Figure 2-6

2.4 Update User Profile

To update your user profile, select the **Person icon** located in the upper right corner (Figure 2-5), then **Profile**, the **Profile** screen (Figure 2-7) will be displayed.

To edit any information, click the **Edit** link for the applicable section, this will vary based on the type of resource subscriptions you are subscribed to. Then select **Next** to return to the **Profile** screen. After making the required changes, then select **Update Profile** to submit those changes, NAS will display the **Confirmation** screen (Figure 2-8).

Note: Any changes to the following information: First Name, Last Name, Email, Agency/Company Name, Authorizer's Name, Authorizer's Agency/Company Name, in conjunction with any other updates will require approval by the NANPA Customer Support prior to taking effect. For all other changes that do not require an approval, please log out and log back in to see those changes.



Figure 2-7

8

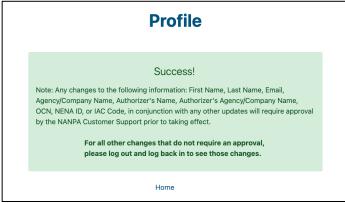


Figure 2-8

3 Thousands-Block/CO Code

This section provides direction on the **Thousands-Block/CO Code** functions (Figure 3-2) for CO Code and thousands-block resources which includes:

- Section 3.1 Forms & Documents, which allows users to view forms associated with CO Code and thousands-block applications submitted in NAS.
- Section 3.2 Reports, which allows users to attach documents to CO Code and thousandsblock applications submitted in NAS.

From the toolbar select **Thousands-Block/CO Code** (Figure 3-1), NAS will display the **Thousands-Block/CO Code** toolbar (Figure 3-2).

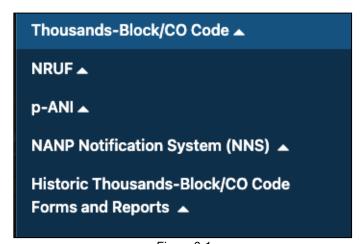


Figure 3-1



Figure 3-2

3.1 Forms & Documents

This section provides direction on the **Forms & Documents** functions (Figure 3-2) for CO Code and thousands-block resources which includes:

 Section 3.1.1 View Forms, which allows users to view forms associated with CO Code and thousands-block applications submitted in NAS.

3.1.1 View Forms

View Forms allows a user to search for and view CO Code and thousands-block forms in NAS.

State Regulator users with the **Subscription Choice** of **Thousands-Block/CO Code Resources** may view all submitted forms for the **State** and all **NPAs** associated with the **State** in their user profile.

FCC Users with the **Subscription Choice** of **Thousands-Block/CO Code Resources** may view all submitted forms for all **States** and **NPAs**.

From the **Thousands-Block/CO Code** toolbar (Figure 3-2), select **Forms & Documents**, then select **View Forms** (Figure 3-3), NAS will display the **Forms Search** screen (Figure 3-4).

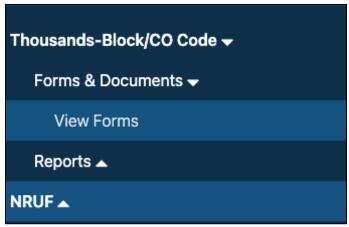


Figure 3-3

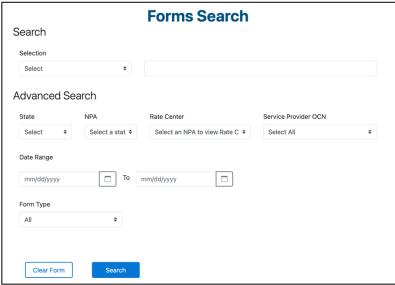


Figure 3-4

From the **Forms Search** screen (Figure 3-4), the user may search by a specific tracking number, CO Code or thousands block or by state, NPA, rate center, OCN and date range.

To search by a specific tracking number, CO Code or thousands block, select from one of the options provided in the **Selection** drop-down list under **Search**:

- Tracking Number
- CO Code (NPA-NXX)
- Thousands-Block (NPA-NXX-X)

To search by state, NPA, rate center, OCN, form type and date range, select the options provided under **Advanced Search**.

After making the selections under **Search** or **Advanced Search**, select **Search** to continue, NAS will display the search results at the bottom of the **Forms Search** screen (Figure 3-5).

When no applications meet the search criteria, NAS will display the message "There are no records to display" at the bottom of the Forms Search screen.

To view a form, select the eye icon at the end of the form's row.

To print or save the form, click on the **Printable Version** link located above the form.

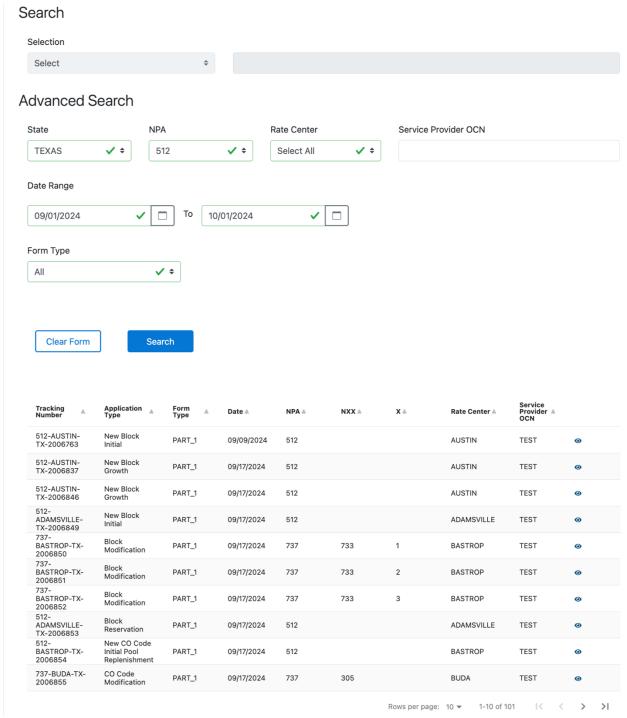


Figure 3-5

3.2 Reports

This section provides direction on how to query and view the reports relating to CO Codes and thousands-blocks:

- Section 3.2.1 Thousands-Block Forecast Report
- Section 3.2.2 Thousands-Block Disconnect Report
- Section 3.2.3 Thousands-Block/CO Code Part 1/3 Report

- Section 3.2.4 Thousands-Block Part 1B Report
- Section 3.2.5 Thousands-Block/CO Code Part 4 Report
- Section 3.2.6 Thousands-Block/CO Code Assignments Needing Part 4 Report
- Section 3.2.7 Thousands-Block/CO Code Overdue Part 4 Report
- Section 3.2.8 Thousands-Block/CO Code Total Numbering Resources Report
- Section 3.2.9 CO Code Utilized Report
- Section 3.2.10 CO Code Assignment Records

From the **Thousands-Block/CO Code** toolbar (Figure 3-2), select **Reports**, NAS will display the **Report** toolbar (Figure 3-6).



Figure 3-6

3.2.1 Thousands-Block Forecast Report

The **Thousands-Block Forecast Report** is a report of current forecasts on file by OCN, NPA and Rate Center for the next 18 months.

From the **Thousands-Block/CO Code** toolbar (Figure 3-2), select **Reports**. NAS will display the **Reports** toolbar (Figure 3-6). Select **Thousands-Block Forecast Report**, NAS will display the **Thousands-Block Forecast Report** preliminary screen (Figure 3-7).

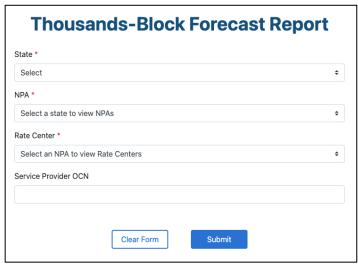


Figure 3-7

From the preliminary Thousands-Block Forecast Report screen, select the following:

- **State** Select a **State**. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a **Select All** option.
- NPA Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.
- Rate Center Select a Rate Center. This is a drop-down list of pooling Rate Centers for the NPA selected and a Select All option.
- Service Provider OCN To receive a report with all service provider OCNs in the State(s) and NPA(s) selected leave blank. Enter a four-character Service Provider OCN to receive data associated with a specific service provider OCN.

Select **Submit**, NAS will display the search results, the **Thousands Block** tab (Figure 3-8) will display the thousands-block forecasts at the NPA, Rate Center, OCN level and the **LRN** tab (Figure 3-9) will display the LRN forecasts at the NPA and OCN level.

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select Export to XLSX.
- To go back to the prior screen to change the search criteria, select Search Again.
- The report may be sorted by using the arrows provided in the columns, the arrow ^ highlighted shows the current sort.

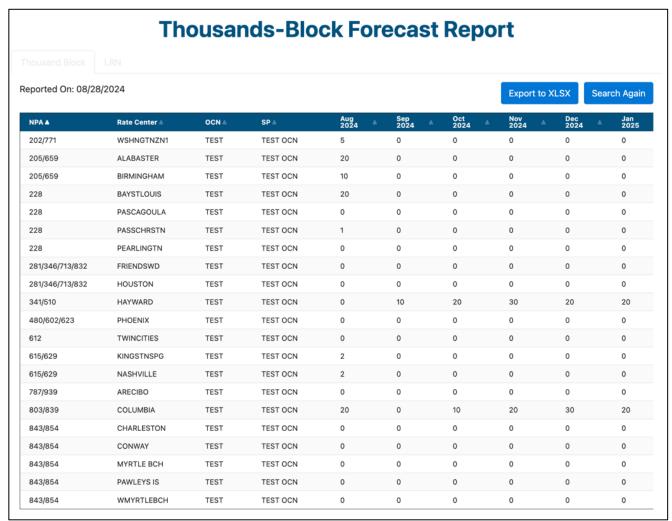


Figure 3-8



Figure 3-9

3.2.2 Thousands-Block Disconnect Report

The **Thousands-Block Disconnect Report** is a report of thousands-blocks disconnect requests submitted to NANPA.

From the **Thousands-Block/CO Code** toolbar (Figure 3-2), select **Reports**. NAS will display the **Reports** toolbar (Figure 3-6). Select **Thousands-Block Disconnect Report**, NAS will display the **Thousands-Block Disconnect Report** preliminary screen (Figure 3-10).

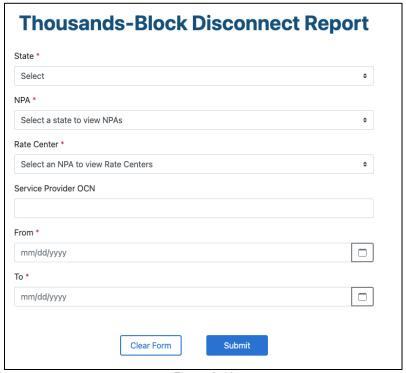


Figure 3-10

From the preliminary Thousands-Block Disconnect Report screen, select the following:

- **State** Select a **State**. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a **Select All** option.
- NPA Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.
- Rate Center Select a Rate Center. This is a drop-down list of pooling Rate Centers for the NPA selected and a Select All option.
- **Service Provider OCN** To receive a report with all service provider OCNs in the State(s) and NPA(s) selected leave blank. Enter a four-character **Service Provider OCN** to receive data associated with a specific service provider OCN.
- From Enter a From date.
- To Enter a To date.
 - The From/To date range is based on the date the thousands-block disconnect request was submitted.

Select **Submit**, NAS will display the search results on the **Thousands-Block Disconnect Report** screen (Figure 3-11).



Figure 3-11

Additional Information:

• If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."

- To download the report to Excel, select Export to XLSX.
- To go back to the prior screen to change the search criteria, select **Search Again**.
- The report may be sorted by using the arrows provided in the columns, the arrow highlighted shows the current sort.

3.2.3 Thousands-Block/CO Code Part 1/3 Report

The **Thousands-Block/CO Code Part 1/3 Report** is a report of Part 1 requests submitted to NANPA and NANPA's Part 3 response to those requests.

From the **Thousands-Block/CO Code** toolbar (Figure 3-2), select **Reports**. NAS will display the **Reports** toolbar (Figure 3-6). Select **Thousands-Block/CO Code Part 1/3 Report**, NAS will display the preliminary **Thousands-Block/CO Code Part 1/3** screen (Figure 3-12).

State * TEXAS NPA * Select Rate Center * Select an NPA to view Rate Centers Service Provider OCN Type of Request * Select Status * Select NOTE: From/To Date Range will include items that have a Part 1 Submission Date or Part 3 Response Date within the range From * mm/dd/yyyy To * mm/dd/yyyy

Thousands-Block/CO Code Part 1/3 Report

Figure 3-12

Submit

From the preliminary Thousands-Block/CO Code Part 1/3 screen, select the following:

- State Select a State. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a Select All option.
- NPA Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.
- Rate Center Select a Rate Center. This is a drop-down list of Rate Centers for the NPA selected and a Select All option.
- Service Provider OCN To receive a report with all service provider OCNs in the State(s) and NPA(s) selected leave blank. Enter a four-character Service Provider OCN to receive data associated with a specific service provider OCN.

- Type of Request Select a Type of Request of Select All, Initial, Growth, Reservation Modification, or Disconnect.
- Status Select a Status of Select All, Approved, Denied, New, Suspended or Withdrawn.
- From Enter a From date.
- To Enter a To date.
 - The From/To date ranges is based on the Part 1 submission and Part 3 response date.

Select **Submit**, NAS will display the search results on the **Thousands-Block/CO Code Part 1/3** screen (Figure 3-13).



Figure 3-13

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select Export to XLSX.
- To go back to the prior screen to change the search criteria, select **Search Again**.
- The report may be sorted by using the arrows provided in the columns, the arrow highlighted shows the current sort.

3.2.4 Thousands-Block Part 1B Report

The **Thousands-Block Part 1B Report** is a report of Part 1B forms associated with thousands-blocks requests submitted to NANPA.

From the **Thousands-Block/CO Code** toolbar (Figure 3-2), select **Reports**. NAS will display the **Reports** toolbar (Figure 3-6). Select **Thousands-Block Part 1B Report**, NAS will display the preliminary **Thousands-Block Part 1B Report** screen (Figure 3-14).

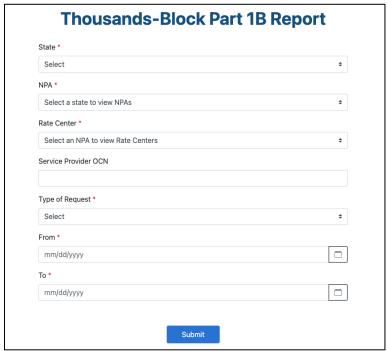


Figure 3-14

From the preliminary Thousands-Block Part 1B Report screen, select the following:

- **State** Select a **State**. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a **Select All** option.
- NPA Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.
- Rate Center Select a Rate Center. This is a drop-down list of pooling Rate Centers for the NPA selected and a Select All option.
- **Service Provider OCN** To receive a report with all service provider OCNs in the State(s) and NPA(s) selected leave blank. Enter a four-character **Service Provider OCN** to receive data associated with a specific service provider OCN.
- Type of Request Select a Type of Request of Select All, Block Request or Block Modification.
- From Enter a From date.
- To Enter a To date.
 - o The From/To date ranges is based on the Part 1 submission date.

Select **Submit**, NAS will display the search results on the **Thousands-Block Part 1B Report** screen (Figure 3-15).



Figure 3-15

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select Export to XLSX.

- To go back to the prior screen to change the search criteria, select **Search Again**.
- The report may be sorted by using the arrows provided in the columns, the arrow ^ highlighted shows the current sort.

3.2.5 Thousands-Block/CO Code Part 4 Report

The **Thousands-Block/CO Code Part 4 Report** is a report of Part 4s submitted to NANPA for CO Codes and thousands-blocks.

From the **Thousands-Block/CO Code** toolbar (Figure 3-2), select **Reports**. NAS will display the **Reports** toolbar (Figure 3-6). Select **Thousands-Block/CO Code Part 4 Report**, NAS will display the preliminary **Thousands-Block/CO Code Part 4 Report** screen (Figure 3-16).

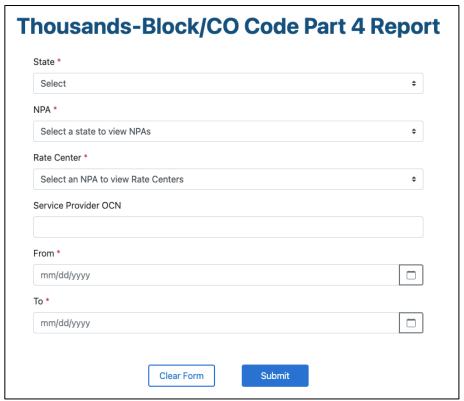


Figure 3-16

From the preliminary Thousands-Block/CO Code Part 4 Report screen, select the following:

- **State** Select a **State**. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a **Select All** option.
- NPA Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.
- Rate Center Select a Rate Center. This is a drop-down list of Rate Centers for the NPA selected and a Select All option.
- Service Provider OCN To receive a report with all service provider OCNs in the State(s) and NPA(s) selected leave blank. Enter a four-character Service Provider OCN to receive data associated with a specific service provider OCN.
- From Enter a From date.
- To Enter a To date.

The From/To date ranges is based on the Part 4 submission date.

Select **Submit**, NAS will display the search results on the **Thousands-Block/CO Code Part 4 Report** screen (Figure 3-17).

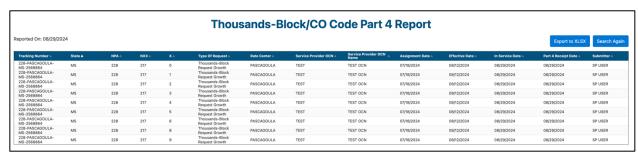


Figure 3-17

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select Export to XLSX.
- To go back to the prior screen to change the search criteria, select **Search Again**.
- The report may be sorted by using the arrows provided in the columns, the arrow ^ highlighted shows the current sort.

3.2.6 Thousands-Block/CO Code Assignments Needing Part 4 Report The **Thousands-Block/CO Code Assignments Needing Part 4 Report** is a report CO Codes and thousands-blocks where a Part 4 is required.

From the **Thousands-Block/CO Code** toolbar (Figure 3-2), select **Reports**. NAS will display the **Reports** toolbar (Figure 3-6). Select **Thousands-Block/CO Code Assignments Needing Part 4 Report**, NAS will display the preliminary **Thousands-Block/CO Code Assignments Needing Part 4 Report** screen (Figure 3-18).

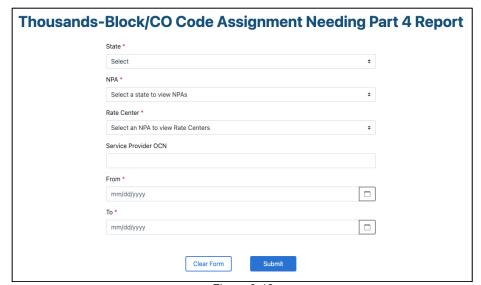


Figure 3-18

From the preliminary **Thousands-Block/CO Code Assignments Needing Part 4 Report** screen, select the following:

- State Select a State. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a Select All option.
- NPA Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.
- Rate Center Select a Rate Center. This is a drop-down list of Rate Centers for the NPA selected and a Select All option.
- Service Provider OCN To receive a report with all service provider OCNs in the State(s) and NPA(s) selected leave blank. Enter a four-character Service Provider OCN to receive data associated with a specific service provider OCN.
- From Enter a From date.
- To Enter a To date.
 - o The From/To date ranges is based on the Part 4 due date.

Select **Submit**, NAS will display the search results on the **Thousands-Block/CO Code Assignments Needing Part 4 Report** screen (Figure 3-19).

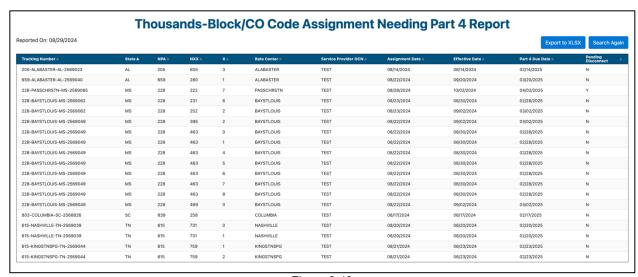


Figure 3-19

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select Export to XLSX.
- To go back to the prior screen to change the search criteria, select **Search Again**.
- The report may be sorted by using the arrows provided in the columns, the arrow highlighted shows the current sort.

3.2.7 Thousands-Block/CO Code Overdue Part 4 Report

The **Thousands-Block/CO Code Overdue Part 4 Report** is a report CO Codes and thousands-blocks where no Part 4 has been received and the Part 4 Due Date is in the past.

From the **Thousands-Block/CO Code** toolbar (Figure 3-2), select **Reports**. NAS will display the **Reports** toolbar (Figure 3-6). Select **Thousands-Block/CO Code Overdue Part 4 Report**, NAS will display the preliminary **Thousands-Block/CO Code Overdue Part 4 Report** screen (Figure 3-20).



Figure 3-20

From the preliminary **Thousands-Block/CO Code Overdue Part 4 Report** screen, select the following:

- **State** Select a **State**. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a **Select All** option.
- NPA Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.
- **Service Provider OCN** To receive a report with all service provider OCNs in the State(s) and NPA(s) selected leave blank. Enter a four-character **Service Provider OCN** to receive data associated with a specific service provider OCN.
- From Enter a From date.
- To Enter a To date.
 - The From/To date ranges is based on the Part 4 due date.

Select **Submit**, NAS will display the search results on the **Thousands-Block/CO Code Overdue Part 4 Report** screen (Figure 3-21).



Figure 3-21

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select Export to XLSX.
- To go back to the prior screen to change the search criteria, select Search Again.
- The report may be sorted by using the arrows provided in the columns, the arrow ^ highlighted shows the current sort.

3.2.8 Thousands-Block/CO Code Total Numbering Resources Report
The **Thousands-Block/CO Code Total Numbering Resources Report** is a report of CO Codes
and thousands-blocks assigned/retained to a Service Provider's OCN.

From the **Thousands-Block/CO Code** toolbar (Figure 3-2), select **Reports**. NAS will display the **Reports** toolbar (Figure 3-6). Select **Thousands-Block/CO Code Total Numbering Resources Report**, NAS will display the preliminary **Thousands-Block/CO Code Total Numbering Resources Report** screen (Figure 3-22).

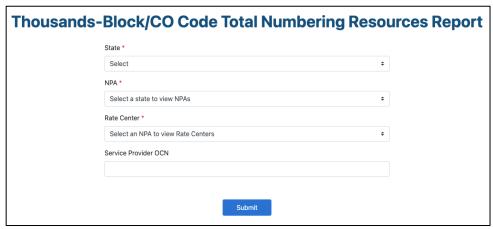


Figure 3-22

From the preliminary **Thousands-Block/CO Code Total Numbering Resources Report** screen, select the following:

- **State** Select a **State**. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a **Select All** option.
- NPA Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.
- Rate Center Select a Rate Center. This is a drop-down list of Rate Centers for the NPA selected and a **Select All** option.
- **Service Provider OCN** To receive a report with all service provider OCNs in the State(s) and NPA(s) selected leave blank. Enter a four-character **Service Provider OCN** to receive data associated with a specific service provider OCN.

Select **Submit**, NAS will display the search results on the **Thousands-Block/CO Code Total Numbering Resources Report** screen (Figure 3-23).

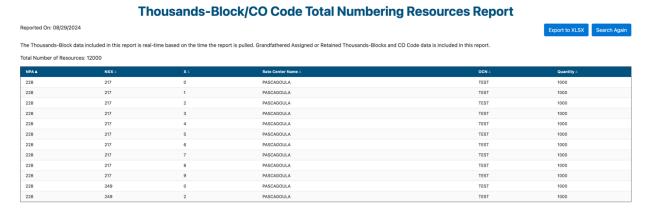


Figure 3-23

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select Export to XLSX.
- To go back to the prior screen to change the search criteria, select **Search Again**.
- The report may be sorted by using the arrows provided in the columns, the arrow highlighted shows the current sort.

3.2.9 CO Code Utilized Report

The CO Code Utilized Report is a report of assigned and unavailable CO Codes.

From the **Thousands-Block/CO Code** toolbar (Figure 3-2), select **Reports**. NAS will display the **Reports** toolbar (Figure 3-6). Select **CO Code Utilized Report**, NAS will display the preliminary **CO Code Utilized Report** screen (Figure 3-24).



Figure 3-24

From the preliminary **CO Code Utilized Report** screen, select the following:

• **State** – Select a **State**. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a **Select All** option.

 NPA – Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.

Select **Submit**, NAS will display the search results on the **CO Code Utilized Report** screen (Figure 3-25).



Figure 3-25

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select Export to XLSX.
- To go back to the prior screen to change the search criteria, select **Search Again**.
- The report may be sorted by using the arrows provided in the columns, the arrow ^ highlighted shows the current sort.

3.2.10 CO Code Assignment Records

The CO Code Assignment Records is a report of assigned CO Codes.

From the **Thousands-Block/CO Code** toolbar (Figure 3-2), select **Reports**. NAS will display the **Reports** toolbar (Figure 3-6). Select **CO Code Assignment Records**, NAS will display the **CO Code Assignment Records** screen (Figure 3-26).

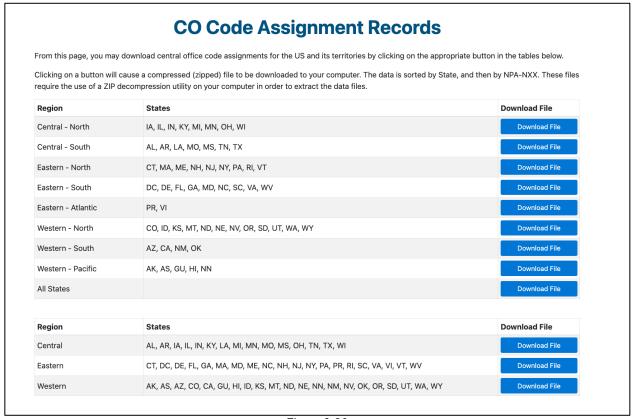


Figure 3-26

From the **CO Code Assignment Records** screen, select **Download File** to download the report, which will create a compressed (zipped) file to be downloaded to your computer. The data is sorted by State, and then by NPA-NXX. These files require the use of a ZIP decompression utility on your computer to extract the data files.

4 NRUF

To access the **Thousands-Block/CO Code** toolbar, which includes all tasks outlined **in 1.3** Content Summary, the user must have the **Subscription Choice** of **NRUF Reports** in their user profile.

From the toolbar select **NRUF** (Figure 4-1), then select **Reports**, to display the **NRUF Reports** toolbar options (Figure 4-2).

NOTE: Toolbar options will vary based on the **Subscription Choices** selected in the user's profile.



Figure 4-1



Figure 4-2

4.1.1 NRUF Forecast Report

The NRUF Forecast Report shows accepted geographic forecast data.

From the **NRUF** toolbar (Figure 4-1), select **Reports**. NAS will display the **Reports** toolbar (Figure 4-2). Select **NRUF Forecast Report**, NAS will display the preliminary **NRUF Forecast Report** screen (Figure 4-3).

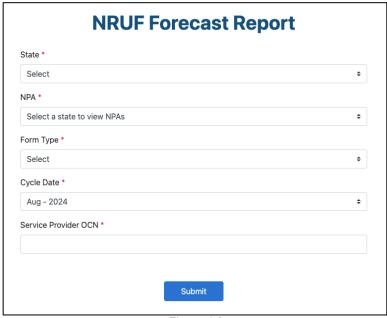


Figure 4-3

From the preliminary **NRUF Forecast Report** screen, select the following:

- **State** Select a **State**. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a **Select All** option.
- NPA Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.
- Form Type Select a Form Type. This is a drop-down list of NRUF Forms (e.g., F1A, F2B, F3A, etc.) and a Select All option.
- **Cycle Date** Select a **Form Type**. This is a drop-down list of the past five NRUF cycles. Defaults to the current cycle.
- **Service Provider OCN** To receive a report with all service provider OCNs in the State(s) and NPA(s) selected leave blank. Enter a four-character **Service Provider OCN** to receive data associated with a specific service provider OCN.

Select **Submit**, NAS will display the search results on the **NRUF Forecast Report** screen (Figure 4-4).

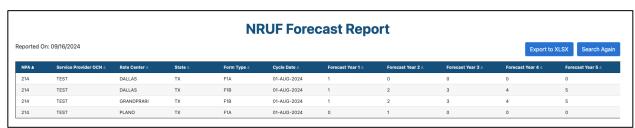


Figure 4-4

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select Export to XLSX.
- To go back to the prior screen to change the search criteria, select **Search Again**.
- The report may be sorted by using the arrows provided in the columns, the arrow ^ highlighted shows the current sort.

4.1.2 OCN Report for NRUF Forecasts

The **OCN Report for NRUF Forecasts** shows company and contact information for accepted geographic NRUF forecast data by OCN.

From the **NRUF** toolbar (Figure 4-1), select **Reports**. NAS will display the **Reports** toolbar (Figure 4-2). Select **OCN Report for NRUF Forecasts**, NAS will display the preliminary **OCN Report for NRUF Forecasts** (Figure 4-5).

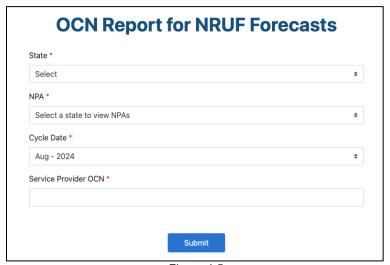


Figure 4-5

From the preliminary OCN Report for NRUF Forecasts screen, select the following:

- State Select a State. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a Select All option.
- NPA Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.
- Cycle Date Select a Form Type. This is a drop-down list of the past five NRUF cycles. Defaults to the current cycle.
- **Service Provider OCN** To receive a report with all service provider OCNs in the State(s) and NPA(s) selected leave blank. Enter a four-character **Service Provider OCN** to receive data associated with a specific service provider OCN.

Select **Submit**, NAS will display the search results on the **OCN Report for NRUF Forecasts** screen (Figure 4-6).



Figure 4-6

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select **Export to XLSX**.
- To go back to the prior screen to change the search criteria, select Search Again.
- The report may be sorted by using the arrows provided in the columns, the arrow ^ highlighted shows the current sort.

4.1.3 NRUF Utilization Report

The **NRUF Utilization Report** shows accepted geographic CO Codes (NPA-NXX) and thousands-blocks (NPA-NXX-X) utilization data.

From the **NRUF** toolbar (Figure 4-1), select **Reports**. NAS will display the **Reports** toolbar (Figure 4-2). Select **NRUF Utilization Report**, NAS will display the preliminary **NRUF Utilization Report** (Figure 4-7).

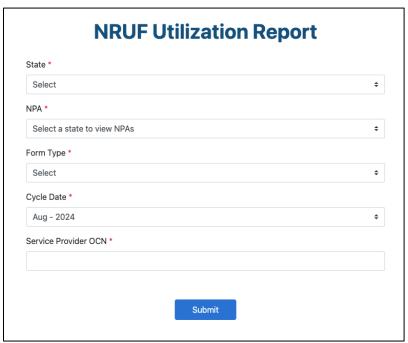


Figure 4-7

From the preliminary **NRUF Utilization Report** screen, select the following:

- **State** Select a **State**. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a **Select All** option.
- NPA Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.

- Form Type Select a Form Type. This is a drop-down list of NRUF Forms (e.g., U1, U2, U3, or U4) and a Select All option.
- Cycle Date Select a Form Type. This is a drop-down list of the past five NRUF cycles. Defaults to the current cycle.
- **Service Provider OCN** To receive a report with all service provider OCNs in the State(s) and NPA(s) selected leave blank. Enter a four-character **Service Provider OCN** to receive data associated with a specific service provider OCN.

Select **Submit**, NAS will display the search results on the **NRUF Utilization Report** screen (Figure 4-8).

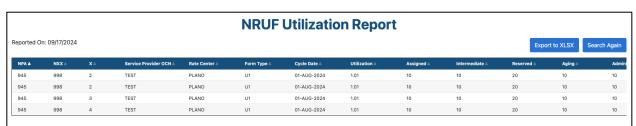


Figure 4-8

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select Export to XLSX.
- To go back to the prior screen to change the search criteria, select **Search Again**.
- The report may be sorted by using the arrows provided in the columns, the arrow ^ highlighted shows the current sort.

4.1.4 OCN Report for NRUF Utilization

The **OCN Report for NRUF Utilization** shows company and contact information for accepted geographic NRUF utilization data by OCN.

From the **NRUF** toolbar (Figure 4-1), select **Reports**. NAS will display the **Reports** toolbar (Figure 4-2). Select **OCN Report for NRUF Utilization**, NAS will display the preliminary **OCN Report for NRUF Utilization** (Figure 4-9).

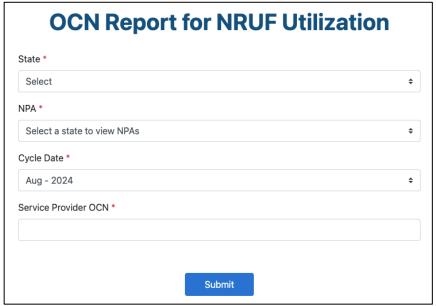


Figure 4-9

From the preliminary OCN Report for NRUF Utilization screen, select the following:

- **State** Select a **State**. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a **Select All** option.
- NPA Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.
- **Cycle Date** Select a **Form Type**. This is a drop-down list of the past five NRUF cycles. Defaults to the current cycle.
- Service Provider OCN To receive a report with all service provider OCNs in the State(s) and NPA(s) selected leave blank. Enter a four-character Service Provider OCN to receive data associated with a specific service provider OCN.

Select **Submit**, NAS will display the search results on the **OCN Report for NRUF Utilization** screen (Figure 4-10).



Figure 4-10

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select Export to XLSX.
- To go back to the prior screen to change the search criteria, select Search Again.
- The report may be sorted by using the arrows provided in the columns, the arrow ^ highlighted shows the current sort.

4.1.5 NRUF Utilization Under 5% Report

The **NRUF Utilization Under 5% Report** shows accepted CO Codes (NPA-NXX) and thousands-blocks (NPA-NXX-X) geographic NRUF utilization data where the utilization percentage is less than 5%.

From the **NRUF** toolbar (Figure 4-1), select **Reports**. NAS will display the **Reports** toolbar (Figure 4-2). Select **NRUF Utilization Under 5% Report**, NAS will display the preliminary **NRUF Utilization Under 5% Report** (Figure 4-11).

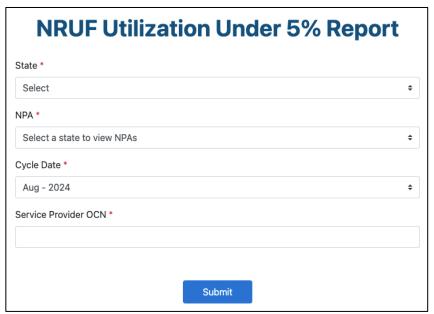


Figure 4-11

From the preliminary NRUF Utilization Under 5% Report screen, select the following:

- **State** Select a **State**. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a **Select All** option.
- NPA Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.
- **Cycle Date** Select a **Form Type**. This is a drop-down list of the past five NRUF cycles. Defaults to the current cycle.
- Service Provider OCN To receive a report with all service provider OCNs in the State(s) and NPA(s) selected leave blank. Enter a four-character Service Provider OCN to receive data associated with a specific service provider OCN.

Select **Submit**, NAS will display the search results on the **NRUF Utilization Under 5% Report** screen Figure 4-12).

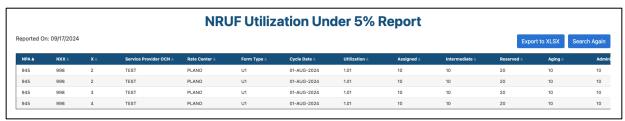


Figure 4-12

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select **Export to XLSX**.
- To go back to the prior screen to change the search criteria, select Search Again.
- The report may be sorted by using the arrows provided in the columns, the arrow ^ highlighted shows the current sort.

4.1.6 NRUF Utilization Missing Report

The **NRUF Utilization Missing Report** shows geographic CO Codes (NPA-NXX) and thousands-blocks (NPA-NXX-X) where the service provider did not report utilization on any accepted NRUF.

From the **NRUF** toolbar (Figure 4-1), select **Reports**. NAS will display the **Reports** toolbar (Figure 4-2). Select **NRUF Utilization Missing Report**, NAS will display the preliminary **NRUF Utilization Missing Report** (Figure 4-13).

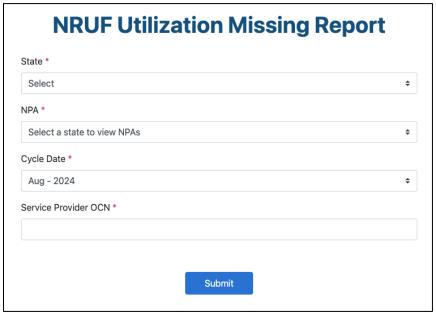


Figure 4-13

From the preliminary NRUF Utilization Missing Report screen, select the following:

- State Select a State. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a Select All option.
- NPA Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.
- Cycle Date Select a Form Type. This is a drop-down list of the past five NRUF cycles. Defaults to the current cycle.
- Service Provider OCN To receive a report with all service provider OCNs in the State(s) and NPA(s) selected leave blank. Enter a four-character Service Provider OCN to receive data associated with a specific service provider OCN.

Select **Submit**, NAS will display the search results on the **NRUF Utilization Missing Report** screen (Figure 4-14).

Service Provider OCN ▲	NPA ▲	NXX 🛦	XA	RPTD ▲
TEST	307	111		N
TEST	307	111	8	N
TEST	307	000		N
TEST	307	000	6	N
TEST	307	112		N
TEST	307	112	0	N
TEST	307	112	9	N
LLLL	307	001		Υ
LLLL	307	002		Υ
LLLL	307	003		Υ
LLLL	307	004		Υ

Figure 4-14

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select Export to XLSX.
- To go back to the prior screen to change the search criteria, select **Search Again**.
- The report may be sorted by using the arrows provided in the columns, the arrow highlighted shows the current sort.

4.1.7 NRUF Donation Discrepancy Report

The **NRUF Donation Discrepancy Report** shows thousands-blocks marked as "donated" on accepted geographic NRUF submissions where NANPA's records show the thousands-block assigned to the OCN reporting the thousands-block as "donated."

From the **NRUF** toolbar (Figure 4-1), select **Reports**. NAS will display the **Reports** toolbar (Figure 4-2). Select **NRUF Donation Discrepancy Report**, NAS will display the preliminary **NRUF Donation Discrepancy Report** (Figure 4-15).

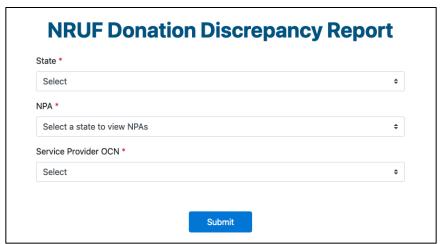


Figure 4-15

From the preliminary NRUF Donation Discrepancy Report screen, select the following:

- **State** Select a **State**. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a **Select All** option.
- NPA Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.
- Cycle Date Select a Form Type. This is a drop-down list of the past five NRUF cycles. Defaults to the current cycle.
- **Service Provider OCN** To receive a report with all service provider OCNs in the State(s) and NPA(s) selected leave blank. Enter a four-character **Service Provider OCN** to receive data associated with a specific service provider OCN.

Select **Submit** to proceed. NAS will provide the **NRUF Donation Discrepancy Report** search results for the data entered.

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select Export to XLSX.
- To go back to the prior screen to change the search criteria, select **Search Again**.
- The report may be sorted by using the arrows provided in the columns, the arrow highlighted shows the current sort.

4.1.8 Non-Geographic NRUF Forecast Report

The **Non-Geographic NRUF Forecast Report** shows accepted non-geographic forecast data. This report is only available to the FCC user.

From the **NRUF** toolbar (Figure 4-1), select **Reports**. NAS will display the **Reports** toolbar (Figure 4-2). Select **Non-Geographic NRUF Forecast Report**, NAS will display the preliminary **Non-Geographic NRUF Forecast Report** (Figure 4-16).

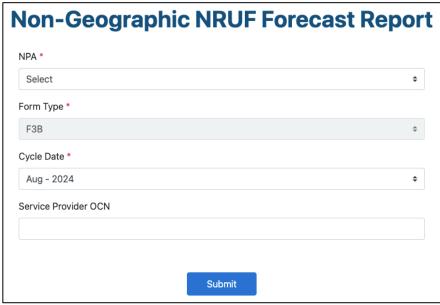


Figure 4-16

From the preliminary Non-Geographic NRUF Forecast Report screen, select the following:

- NPA Select an NPA. For an FCC user, this is a drop-down list of all NPAs and a Select All
 option.
- Form Type Select a Form Type. This is a populated with F3B.
- Cycle Date Select a Form Type. This is a drop-down list of the past five NRUF cycles. Defaults to the current cycle.
- **Service Provider OCN** To receive a report with all service provider OCNs in the State(s) and NPA(s) selected leave blank. Enter a four-character **Service Provider OCN** to receive data associated with a specific service provider OCN.

Select **Submit**, NAS will display the search results on the **Non-Geographic NRUF Forecast Report** screen (Figure 4-17).



Figure 4-17

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select **Export to XLSX**.
- To go back to the prior screen to change the search criteria, select **Search Again**.
- The report may be sorted by using the arrows provided in the columns, the arrow highlighted shows the current sort.

4.1.9 Non-Geographic NRUF Utilization Report

The **Non-Geographic NRUF Utilization Report** shows accepted non-geographic utilization data for 5XX-NXX and 9YY-NXX resources. This report is only available to the FCC user.

From the **NRUF** toolbar (Figure 4-1), select **Reports**. NAS will display the **Reports** toolbar (Figure 4-2). Select **Non-Geographic NRUF Utilization Report**, NAS will display the preliminary **Non-Geographic NRUF Utilization Report** (Figure 4-18).

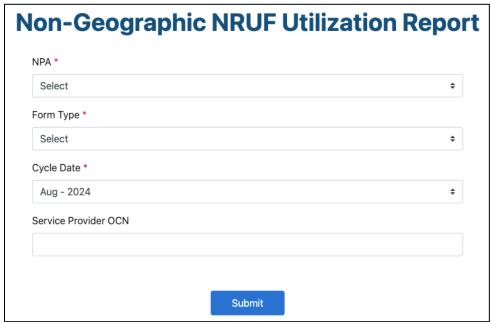


Figure 4-18

From the preliminary Non-Geographic NRUF Utilization Report screen, select the following:

- NPA Select an NPA. For an FCC user, this is a drop-down list of all NPAs and a Select All
 option.
- Form Type Select a Form Type. This is a drop-down list of NRUF Forms (e.g., **U2** or **U4**) and a **Select All** option.
- **Cycle Date** Select a **Form Type**. This is a drop-down list of the past five NRUF cycles. Defaults to the current cycle.
- **Service Provider OCN** To receive a report with all service provider OCNs in the NPA(s) selected leave blank. Enter a four-character **Service Provider OCN** to receive data associated with a specific service provider OCN.

Select **Submit**, NAS will display the search results on the **Non-Geographic NRUF Utilization Report** screen (Figure 4-19).



Figure 4-19

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select Export to XLSX.
- To go back to the prior screen to change the search criteria, select Search Again.
- The report may be sorted by using the arrows provided in the columns, the arrow ^ highlighted shows the current sort.

4.1.10 Non-Geographic OCN Report for NRUF Forecasts

The **Non-Geographic OCN Report for NRUF Forecasts** shows accepted non-geographic forecast data by OCN. This report is only available to the FCC user.

From the **NRUF** toolbar (Figure 4-1), select **Reports**. NAS will display the **Reports** toolbar (Figure 4-2). Select **Non-Geographic OCN Report for NRUF Forecasts**, NAS will display the preliminary **Non-Geographic OCN Report for NRUF Forecasts** (Figure 4-20).

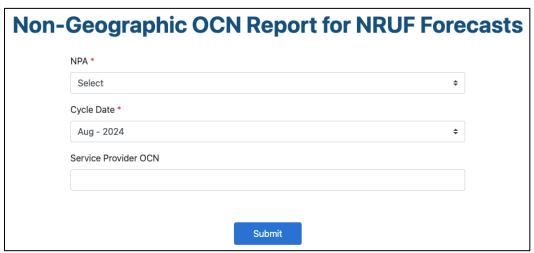


Figure 4-20

From the preliminary **Non-Geographic OCN Report for NRUF Forecasts** screen, select the following:

- NPA Select an NPA. For an FCC user, this is a drop-down list of all NPAs and a Select All option.
- Cycle Date Select a Form Type. This is a drop-down list of the past five NRUF cycles.
 Defaults to the current cycle.
- **Service Provider OCN** To receive a report with all service provider OCNs in the State(s) and NPA(s) selected leave blank. Enter a four-character **Service Provider OCN** to receive data associated with a specific service provider OCN.

Select **Submit**, NAS will display the search results on the **Non-Geographic OCN Report for NRUF Forecasts** screen (Figure 4-21).



Figure 4-21

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select Export to XLSX.
- To go back to the prior screen to change the search criteria, select Search Again.
- The report may be sorted by using the arrows provided in the columns, the arrow ^highlighted shows the current sort.

4.1.11 Non-Geographic OCN Report for NRUF Utilization

The **Non-Geographic OCN Report for NRUF Utilization** shows accepted non-geographic utilization data by OCN for 5XX-NXX and 9YY-NXX resources. This report is only available to the FCC user.

From the **NRUF** toolbar (Figure 4-1), select **Reports**. NAS will display the **Reports** toolbar (Figure 4-2). Select **Non-Geographic OCN Report for NRUF Utilization**, NAS will display the preliminary **Non-Geographic OCN Report for NRUF Utilization** (Figure 4-22).

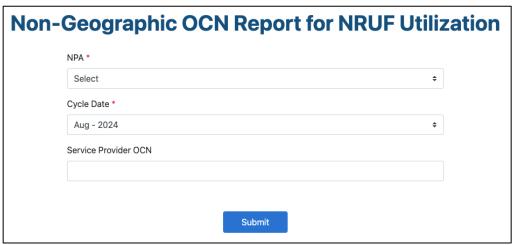


Figure 4-22

From the preliminary **Non-Geographic OCN Report for NRUF Utilization** screen, select the following:

- NPA Select an NPA. For an FCC user, this is a drop-down list of all NPAs and a Select All option.
- **Cycle Date** Select a **Form Type**. This is a drop-down list of the past five NRUF cycles. Defaults to the current cycle.
- **Service Provider OCN** To receive a report with all service provider OCNs in the State(s) and NPA(s) selected leave blank. Enter a four-character **Service Provider OCN** to receive data associated with a specific service provider OCN.

Select **Submit**, NAS will display the search results on the **Non-Geographic OCN Report for NRUF Utilization** screen (Figure 4-23).



Figure 4-23

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select Export to XLSX.
- To go back to the prior screen to change the search criteria, select Search Again.

The report may be sorted by using the arrows provided in the columns, the arrow ^ highlighted shows the current sort.

4.1.12 5XX NPA NRUF Utilization Missing Report

The **5XX NPA NRUF Utilization Missing Report** shows non-geographic 5XX-NXX codes where the service provider did not report utilization and NANPA shows the 5XX-NXX codes as assigned. This report is only available to the FCC user.

From the **NRUF** toolbar (Figure 4-1), select **Reports**. NAS will display the **Reports** toolbar (Figure 4-2). Select **5XX NPA NRUF Utilization Missing Report**, NAS will display the preliminary **5XX NPA NRUF Utilization Missing Report** (Figure 4-24).

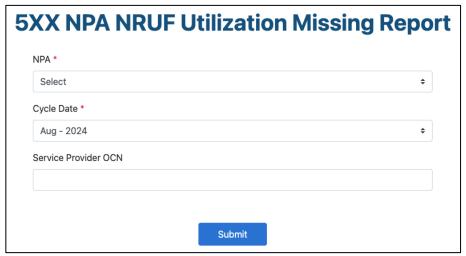


Figure 4-24

From the preliminary **5XX NPA NRUF Utilization Missing Report** screen, select the following:

- NPA Select an NPA. For an FCC user, this is a drop-down list of all NPAs and a Select All option.
- Cycle Date Select a Form Type. This is a drop-down list of the past five NRUF cycles. Defaults to the current cycle.
- **Service Provider OCN** To receive a report with all service provider OCNs in the State(s) and NPA(s) selected leave blank. Enter a four-character **Service Provider OCN** to receive data associated with a specific service provider OCN.

Select **Submit**, NAS will display the search results on the **5XX NPA NRUF Utilization Missing Report** screen (Figure 4-25).

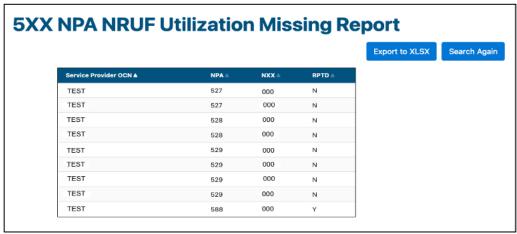


Figure 4-25

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select Export to XLSX.
- To go back to the prior screen to change the search criteria, select **Search Again**.
- The report may be sorted by using the arrows provided in the columns, the arrow highlighted shows the current sort.

4.1.13 NRUF Donation Status Report

The **NRUF Donation Status Report** shows the number of CO Codes and thousands-blocks assigned, donated and contamination status based on the accepted geographic NRUF utilization data.

From the **NRUF** toolbar (Figure 4-1), select **Reports**. NAS will display the **Reports** toolbar (Figure 4-2). Select **NRUF Donation Status Report**, NAS will display the preliminary **NRUF Donation Status Report** (Figure 4-26).



Figure 4-26

From the preliminary NRUF Donation Status Report screen, select the following:

- State Select a State. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a Select All option.
- NPA Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.
- Cycle Date Select a Form Type. This is a drop-down list of the past five NRUF cycles. Defaults to the current cycle.
- **Service Provider OCN** To receive a report with all service provider OCNs in the State(s) and NPA(s) selected leave blank. Enter a four-character **Service Provider OCN** to receive data associated with a specific service provider OCN.

Select **Submit**, NAS will display the search results on the **NRUF Donation Status Report** screen (Figure 4-27).

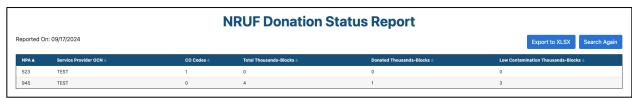


Figure 4-27

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select **Export to XLSX**.
- To go back to the prior screen to change the search criteria, select Search Again.
- The report may be sorted by using the arrows provided in the columns, the arrow ^ highlighted shows the current sort.

4.1.14 NRUF Forecast Over 6 Per Year Report

The **NRUF Forecast Over 6 Per Year Report** shows the NPAs and OCNs where over 6 CO Codes have been forecasted in the next 12 months.

From the **NRUF** toolbar (Figure 4-1), select **Reports**. NAS will display the **Reports** toolbar (Figure 4-2). Select **NRUF Forecast Over 6 Per Year Report**, NAS will display the preliminary **NRUF Forecast Over 6 Per Year Report** (Figure 4-28).

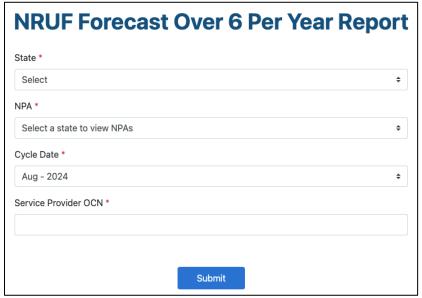


Figure 4-28

From the preliminary NRUF Forecast Over 6 Per Year Report screen, select the following:

- **State** Select a **State**. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a **Select All** option.
- NPA Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.
- Cycle Date Select a Form Type. This is a drop-down list of the past five NRUF cycles. Defaults to the current cycle.
- **Service Provider OCN** To receive a report with all service provider OCNs in the State(s) and NPA(s) selected leave blank. Enter a four-character **Service Provider OCN** to receive data associated with a specific service provider OCN.

Select Submit to proceed. NAS will provide the search results for the data entered.

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select Export to XLSX.
- To go back to the prior screen to change the search criteria, select Search Again.
- The report may be sorted by using the arrows provided in the columns, the arrow ^ highlighted shows the current sort.

4.1.15 NRUF Forecast Summary by NPA

The **NRUF Forecast Summary by NPA** shows a summary of accepted geographic CO Code (NPA-NXX) and thousands-block (NPA-NXX-X) NRUF forecast data by NPA.

From the **NRUF** toolbar (Figure 4-1), select **Reports**. NAS will display the **Reports** toolbar (Figure 4-2). Select **NRUF Forecast Summary by NPA**, NAS will display the preliminary **NRUF Forecast Summary by NPA** (Figure 4-29).

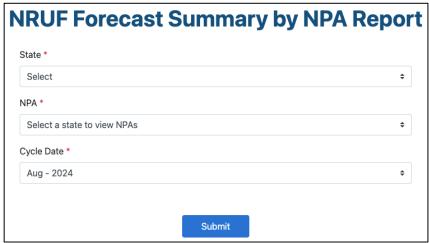


Figure 4-29

From the preliminary NRUF Forecast Summary by NPA screen, select the following:

- **State** Select a **State**. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a **Select All** option.
- NPA Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.
- **Cycle Date** Select a **Form Type**. This is a drop-down list of the past five NRUF cycles. Defaults to the current cycle.

Select **Submit**, NAS will display the search results on the **NRUF Forecast Summary by NPA** screen (Figure 4-30).



Figure 4-30

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select Export to XLSX.
- To go back to the prior screen to change the search criteria, select **Search Again**.
- The report may be sorted by using the arrows provided in the columns, the arrow highlighted shows the current sort.

4.1.16 NRUF Utilization by Rate Center

The **NRUF Utilization by Rate Center** shows a summary of accepted geographic NRUF utilization data by Rate Center.

From the **NRUF** toolbar (Figure 4-1), select **Reports**. NAS will display the **Reports** toolbar (Figure 4-2). Select **NRUF Utilization by Rate Center**, NAS will display the preliminary **NRUF Utilization by Rate Center** (Figure 4-31).

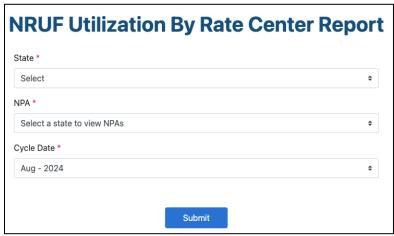


Figure 4-31

From the preliminary NRUF Utilization by Rate Center screen, select the following:

- State Select a State. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a Select All option.
- NPA Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.
- **Cycle Date** Select a **Form Type**. This is a drop-down list of the past five NRUF cycles. Defaults to the current cycle.

Select **Submit**, NAS will display the search results on the **NRUF Utilization by Rate Center** screen (Figure 4-32).

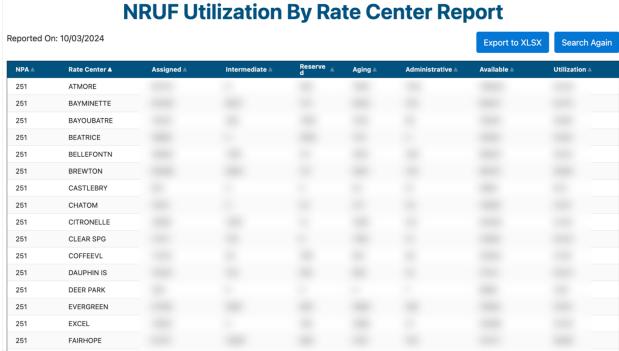


Figure 4-32

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select Export to XLSX.
- To go back to the prior screen to change the search criteria, select Search Again.
- The report may be sorted by using the arrows provided in the columns, the arrow ^ highlighted shows the current sort.

4.1.17 NRUF Utilization by OCN

The **NRUF Utilization by OCN** shows a summary of accepted geographic NRUF utilization data by OCN.

From the **NRUF** toolbar (Figure 4-1), select **Reports**. NAS will display the **Reports** toolbar (Figure 4-2). Select **NRUF Utilization by OCN**, NAS will display the preliminary **NRUF Utilization by OCN** (Figure 4-33).

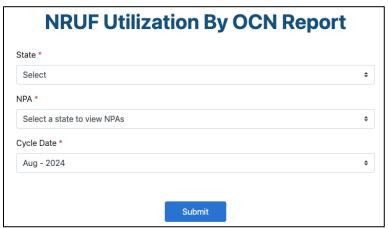


Figure 4-33

From the preliminary NRUF Utilization by OCN screen, select the following:

- State Select a State. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a Select All option.
- NPA Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.
- Cycle Date Select a Form Type. This is a drop-down list of the past five NRUF cycles.
 Defaults to the current cycle.

Select **Submit**, NAS will display the search results on the **NRUF Utilization by OCN** screen (Figure 4-34).



Figure 4-34

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select **Export to XLSX**.
- To go back to the prior screen to change the search criteria, select **Search Again**.
- The report may be sorted by using the arrows provided in the columns, the arrow highlighted shows the current sort.

5 p-ANI

This section provides direction on the **Thousands-Block/CO Code** functions (Figure 3-2) for CO Code and thousands-block resources which includes:

- Section 5.1 Forms & Documents, which allows users to view forms associated with p-ANI applications submitted in NAS.
- Section **5.2 p-ANI Look Up**, which allows a user to query a specific p-ANI.
- Section 5.3 Reports, which allows users to attach documents to p-ANI applications submitted in NAS.

From the toolbar select **p-ANI** (Figure 5-1), NAS will display the **p-ANI** toolbar (Figure 5-2).



Figure 5-1



Figure 5-2

5.1 Forms & Documents

This section provides direction on the **Forms & Documents** functions (Figure 5-3) for p-ANI resources which includes:

Section 5.1.1 View Forms, which allows users to view forms associated with p-ANI applications submitted in NAS.

5.1.1 View Forms

View Forms allows a user to search for and view p-ANI forms in NAS.

State Regulator users with the **Subscription Choice** of **p-ANI Resources** may view all submitted forms for the **State** and all **NPAs** associated with the **State** in their user profile.

FCC Users with the **Subscription Choice** of **p-ANI Resources** may view all submitted forms for all **States**, **NPAs** and **OCNs**.

From the **p-ANI** toolbar (Figure 5-2), select **Forms & Documents**, then select **View Forms** (Figure 5-3), NAS will display the **Forms Search** screen (Figure 3-4).

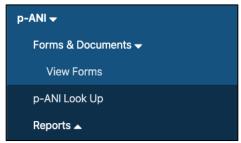


Figure 5-3

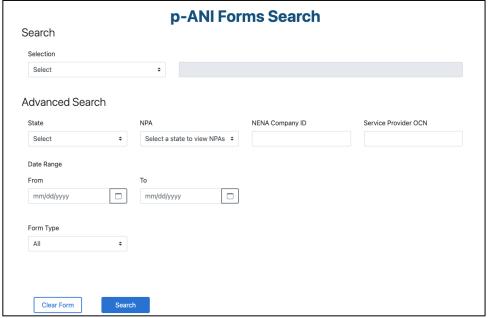


Figure 5-4

From the **Forms Search** screen (Figure 5-4), the user may search by a specific tracking number, a p-ANI within a p-ANI range or by state, NPA, NENA Company ID, Service Provider OCN, Form Type, and date range.

To search by a specific tracking number or p-ANI within a p-ANI range, select from one of the options provided in the **Selection** drop-down list under **Search**:

- Tracking Number
- p-ANI Within Range (NPA-NXX-XXXX)

To search by state, NPA, NENA Company ID, Service Provider OCN, Form Type, and date range, select the **Advanced Search** option provided in the **Selection** drop-down list.

After making the selections under **Search** or **Advanced Search**, select **Search** to continue, NAS will display the search results at the bottom of the **Forms Search** screen (Figure 5-5).

When no applications meet the search criteria, NAS will display the message "There are no records to display" at the bottom of the Forms Search screen.

To view a form, select the eye icon at the end of the form's row. The forms will open in a new tab.

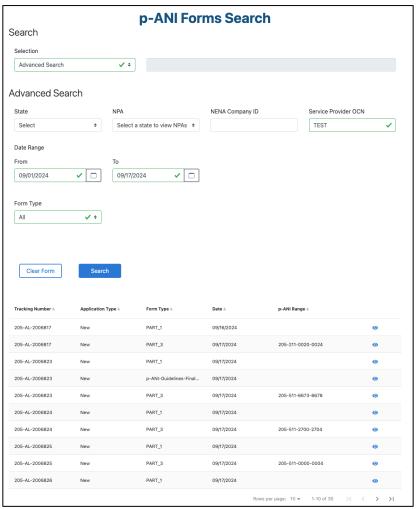


Figure 5-5

5.2 p-ANI Look Up

p-ANI Look Up allows a user to query a specific p-ANI.

From the **p-ANI** toolbar (Figure 5-2), select **p-ANI** Look Up. NAS will provide the preliminary **p-ANI** Look Up screen (Figure 5-6).



Figure 5-6

From the **p-ANI Look Up** screen (Figure 5-6), enter the p-ANI in NPA-NXX-XXXX format, then select the **Submit** button to complete the request. NAS will provide the p-ANI Look Up screen (Figure 5-7). All fields with a red asterisk (*) are required.



Figure 5-7

To return to the **Dashboard** select the **Home** button.

5.3 Reports

This section provides direction on the **Reports** functions (Figure 5-2) for p-ANI resources which includes:

- Section 5.3.1 p-ANI Forecast Report, which allows users to view all current forecasts submitted in NAS.
- Section 5.3.2 p-ANI Annual Report, which allows users to view annual report data for the current cycle submitted in NAS.
- Section 5.3.3 Missing p-ANI Annual Report, which allows users to view the p-ANIs or p-ANI ranges where no annual report data was submitted in NAS and NANPA shows the resources assigned.

- Section 5.3.4 p-ANI Part 1/3 Report, which allows users to view forms associated with p-ANI applications submitted in NAS.
- Section **5.3.5 p-ANI Status Report**, which allows users to view a p-ANI or p-ANI range that is in assigned, aging, or available status in NAS.

From the **p-ANI** toolbar (Figure 5-2), select **Reports**, NAS will display the **Reports** toolbar (Figure 5-8).



Figure 5-8

5.3.1 p-ANI Forecast Report

The p-ANI Forecast Report shows accepted p-ANI forecast data for the current cycle.

From the **p-ANI** toolbar (Figure 5-2), select **Reports**. NAS will display the **Reports** toolbar (Figure 5-8). Select **p-ANI Forecast Report**, NAS will display the preliminary **p-ANI Forecast Report** screen (Figure 5-9).



Figure 5-9

From the preliminary **p-ANI Forecast Report** screen, select the following:

• State – Select a State. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a Select All option.

- NPA Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.
- NENA ID To receive a report with all NENA IDs in the State(s) and NPA(s) selected leave blank. Enter a four-character NENA ID to receive data associated with a NENA ID.
- **Service Provider OCN** To receive a report with all service provider OCNs in the State(s) and NPA(s) selected leave blank. Enter a four-character **Service Provider OCN** to receive data associated with a specific service provider OCN.

Select **Submit**, NAS will display the search results on the **NRUF Forecast Report** screen (Figure 5-10).



Figure 5-10

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select Export to XLSX.
- To go back to the prior screen to change the search criteria, select **Search Again**.
- The report may be sorted by using the arrows provided in the columns, the arrow highlighted shows the current sort.

5.3.2 p-ANI Annual Report

The **p-ANI Annual Report** shows accepted p-ANI annual report data for the current cycle.

From the **p-ANI** toolbar (Figure 5-2), select **Reports**. NAS will display the **Reports** toolbar (Figure 5-8). Select **p-ANI Annual Report**, NAS will display the preliminary **p-ANI Annual Report** screen (Figure 5-11).

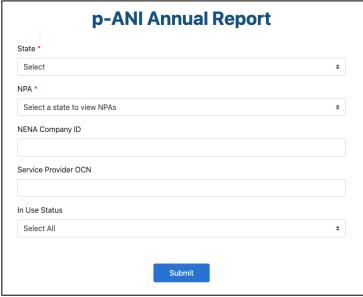


Figure 5-11

From the preliminary **p-ANI Annual Report** screen, select the following:

- State Select a State. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a Select All option.
- NPA Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.
- NENA ID To receive a report with all NENA IDs in the State(s) and NPA(s) selected leave blank. Enter a four-character NENA ID to receive data associated with a NENA ID.
- **Service Provider OCN** To receive a report with all service provider OCNs in the State(s) and NPA(s) selected leave blank. Enter a four-character **Service Provider OCN** to receive data associated with a specific service provider OCN.
- In Use Status Select an In Use Status. This is a drop-down list of Yes or No and a Select All option. Defaults to Select All.

Select **Submit**, NAS will display the search results on the **p-ANI Annual Report** screen (Figure 5-12).

p-ANI Annual Report



Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select **Export to XLSX**.
- To go back to the prior screen to change the search criteria, select **Search Again**.
- The report may be sorted by using the arrows provided in the columns, the arrow ^ highlighted shows the current sort.

5.3.3 Missing p-ANI Annual Report

The **Missing p-ANI Annual Report** shows the p-ANIs or p-ANI ranges where no annual report data was submitted in NAS and NANPA shows the resources assigned.

From the **p-ANI** toolbar (Figure 5-2), select **Reports**. NAS will display the **Reports** toolbar (Figure 5-8). Select **Missing p-ANI Annual Report**, NAS will display the preliminary **Missing p-ANI Annual Report** screen (Figure 5-13).

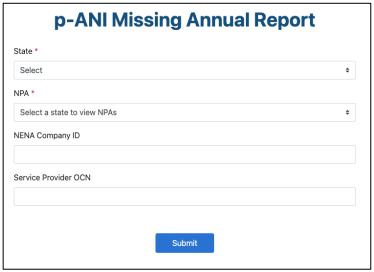


Figure 5-13

From the preliminary **Missing p-ANI Annual Report** screen, select the following:

- State Select a State. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a Select All option.
- NPA Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.
- NENA ID To receive a report with all NENA IDs in the State(s) and NPA(s) selected leave blank. Enter a four-character NENA ID to receive data associated with a NENA ID.
- Service Provider OCN To receive a report with all service provider OCNs in the State(s) and NPA(s) selected leave blank. Enter a four-character Service Provider OCN to receive data associated with a specific service provider OCN.

Select **Submit**, NAS will display the search results on the **Missing p-ANI Annual Report** screen (Figure 5-14).

p-ANI Missing Annual Report



Figure 5-14

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select Export to XLSX.
- To go back to the prior screen to change the search criteria, select Search Again.
- The report may be sorted by using the arrows provided in the columns, the arrow ^ highlighted shows the current sort.

5.3.4 p-ANI Part 1/3 Report

The **p-ANI Part 1/3 Report** shows the applications submitted and processed in NAS (Part 1 and Part 3).

From the **p-ANI** toolbar (Figure 5-2), select **Reports**. NAS will display the **Reports** toolbar (Figure 5-8). Select **p-ANI Part 1/3 Report**, NAS will display the preliminary **p-ANI Part 1/3 Report** screen (Figure 5-15).

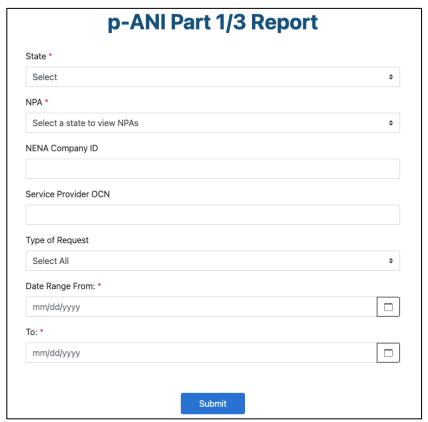


Figure 5-15

From the preliminary **p-ANI Part 1/3 Report** screen, select the following:

- **State** Select a **State**. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a **Select All** option.
- NPA Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.
- **NENA ID** To receive a report with all NENA IDs in the State(s) and NPA(s) selected leave blank. Enter a four-character **NENA ID** to receive data associated with a NENA ID.
- **Service Provider OCN** To receive a report with all service provider OCNs in the State(s) and NPA(s) selected leave blank. Enter a four-character **Service Provider OCN** to receive data associated with a specific service provider OCN.
- Type of Request Select a Type of Request from the drop-down list (e.g., Select All, New, Modification, Disconnect, or Cancel Disconnect).
- From Enter a From date.
- To Enter a To date.
 - o The From/To date range is based on the Part 1 submission date.

Select **Submit**, NAS will display the search results on the **p-ANI Part 1/3 Report** screen (Figure 5-16).



Figure 5-16

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select Export to XLSX.
- To go back to the prior screen to change the search criteria, select Search Again.
- The report may be sorted by using the arrows provided in the columns, the arrow ^highlighted shows the current sort.

5.3.5 p-ANI Status Report

The **p-ANI Status Report** shows the status of a p-ANI or p-ANI range that is in assigned, aging, or available status in NAS.

From the **p-ANI** toolbar (Figure 5-2), select **Reports**. NAS will display the **Reports** toolbar (Figure 5-8). Select **p-ANI Status Report**, NAS will display the preliminary **p-ANI Status Report** screen (Figure 5-17).

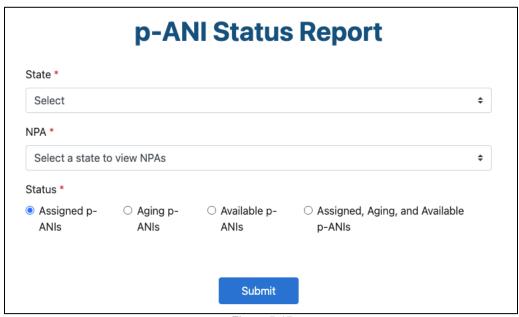


Figure 5-17

From the preliminary **p-ANI Status Report** screen, select the following:

- **State** Select a **State**. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a **Select All** option.
- NPA Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.
- Status Select a Status radio button (e.g., Assigned p-ANIs, Aging p-ANIs, Available p-ANIs, or Assigned, Aging, and Available p-ANIs).

Select **Submit**, NAS will display the search results on the **p-ANI Status Report** screen (Figure 5-18).



Figure 5-18

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select Export to XLSX.
- To go back to the prior screen to change the search criteria, select Search Again.
- The report may be sorted by using the arrows provided in the columns, the arrow ^highlighted shows the current sort.

6 Historic Thousands-Block/CO Code Forms and Reports

This section provides direction on how to query and view the historic Thousands-Block/CO Code forms and reports in the previous NANP Administration System (NAS) and Pooling Administration System (PAS).

- Section 6.1 Historic NAS Forms and Reports
- Section 6.2 Historic PAS Forms and Reports

From the toolbar select **Historic Thousands-Block/CO Code Forms and Reports** (Figure 6-1), then NAS will display the **Historic Thousands-Block/CO Code Forms and Reports** toolbar (Figure 6-2.



Figure 6-1



Figure 6-2

6.1 Historic NAS Forms and Reports

This section provides direction on how to query and view the historic NAS forms and reports relating to CO Codes:

- Section 6.1.1 View Forms
- Section 6.1.2 Submitted Part 1 Report
- Section 6.1.3 Part 3 Report
- Section 6.1.4 Submitted Part 4 Report

From **Historic Thousands-Block/CO Code Forms and Reports** toolbar (Figure 6-2) select **NAS**, then NAS will display the **Historic Thousands-Block/CO Code Forms and Reports** toolbar (Figure 6-3).



Figure 6-3

6.1.1 View Forms

View Forms allows a user to search for and view CO Code forms submitted in the old NAS.

From the **Historic Thousands-Block/CO Code Forms and Report** toolbar (Figure 6-2), select **NAS**, then select **View Forms** (Figure 6-3), NAS will display the **NAS Historic Forms Search** screen (Figure 6-4).

NAS Historic Forms Search Search Selection Select Advanced Search NPA State Rate Center Service Provider OCN Select a state to view NPAs ◆ Select an NPA to view Rate (\$ Select Select Date Range From То mm/dd/yyyy mm/dd/yyyy Form Type ΑII Search Clear Form

Figure 6-4

From the **NAS Historic Forms Search** screen (Figure 6-4), under **Search**, select one of the following:

- **Tracking Number** Enter the old NAS tracking number.
- NPA-NXX Enter the NPA-NXX.
- Advanced Search See steps below when this is selected.

From the **NAS Historic Forms Search** screen (Figure 6-4), under **Advanced Search**, select the following:

- State Select a State. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a Select All option.
- NPA Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.
- Rate Center Select a Rate Center. This is a drop-down list of Rate Centers for the NPA selected.
- **Service Provider OCN** To receive a report with all service provider OCNs in the State(s) and NPA(s) selected leave blank. Enter a four-character **Service Provider OCN** to receive data associated with a specific service provider OCN.
- From Enter a From date.
- **To** Enter a **To** date.
 - The From/To date ranges is based on the Part 1 submission date.
- Form Type Select a Form Type from the drop-down list (e.g., All, Part 1, Part 3, Part 4, MTE).

After making the selections, select **Search** to continue, NAS will display the search results at the bottom of the **NAS Historic Forms Search** screen.

When no applications meet the search criteria, NAS will display the message "There are no records to display" at the bottom of the NAS Historic Forms Search screen.

To view a form, select the eye icon at the end of the form's row. The forms will open in a new tab.

6.1.2 Submitted Part 1 Report

Submitted Part 1 Report allows a user to search for and view CO Code Part 1 forms submitted in the old NAS.

From the Historic Thousands-Block/CO Code Forms and Report toolbar (Figure 6-2), select NAS, then select Submitted Part 1 Report (Figure 6-3), NAS will display the preliminary Historic NAS Submitted Part 1 Report screen (Figure 6-5).

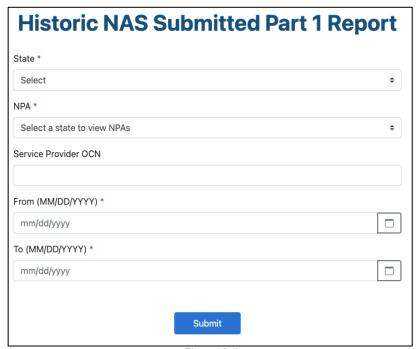


Figure 6-5

From the preliminary **Historic NAS Submitted Part 1 Report** screen, select the following:

- **State** Select a **State**. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a **Select All** option.
- NPA Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.
- **Service Provider OCN** To receive a report with all service provider OCNs in the State(s) and NPA(s) selected leave blank. Enter a four-character **Service Provider OCN** to receive data associated with a specific service provider OCN.
- From Enter a From date.
- To Enter a To date.
 - o The From/To date ranges is based on the Part 1 submission date.

Select **Submit**, NAS will display the search results on the **Historic NAS Submitted Part 1 Report** screen (Figure 6-6).



Figure 6-6

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select Export to XLSX.
- To go back to the prior screen to change the search criteria, select **Search Again**.
- The report may be sorted by using the arrows provided in the columns, the arrow highlighted shows the current sort.

6.1.3 Part 3 Report

Part 3 Report allows a user to search for and view CO Code Part 3 forms submitted in the old NAS.

From the **Historic Thousands-Block/CO Code Forms and Report** toolbar (Figure 6-2), select **NAS**, then select **Part 3 Report** (Figure 6-3), NAS will display the preliminary **Historic NAS Part 3 Report** screen (Figure 6-7).

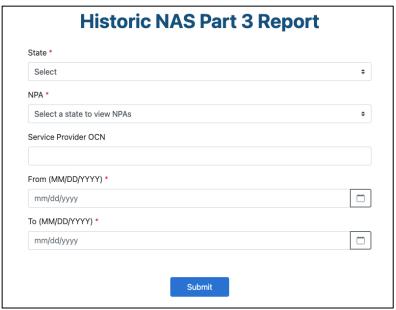


Figure 6-7

From the preliminary Historic NAS Part 3 Report screen, select the following:

- **State** Select a **State**. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a **Select All** option.
- NPA Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.
- **Service Provider OCN** To receive a report with all service provider OCNs in the State(s) and NPA(s) selected leave blank. Enter a four-character **Service Provider OCN** to receive data associated with a specific service provider OCN.
- From Enter a From date.
- To Enter a To date.
 - o The From/To date ranges is based on the Part 3 response date.

Select **Submit**, NAS will display the search results on the **Historic NAS Submitted Part 3 Report** screen (Figure 6-8).



Figure 6-8

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select Export to XLSX.
- To go back to the prior screen to change the search criteria, select **Search Again**.
- The report may be sorted by using the arrows provided in the columns, the arrow ^
 highlighted shows the current sort.

6.1.4 Submitted Part 4 Report

Submitted Part 4 Report allows a user to search for and view CO Code forms submitted in the old NAS.

From the Historic Thousands-Block/CO Code Forms and Report toolbar (Figure 6-2), select NAS, then select Submitted Part 4 Report (Figure 6-3), NAS will display the preliminary Historic NAS Submitted Part 4 Report screen (Figure 6-9).

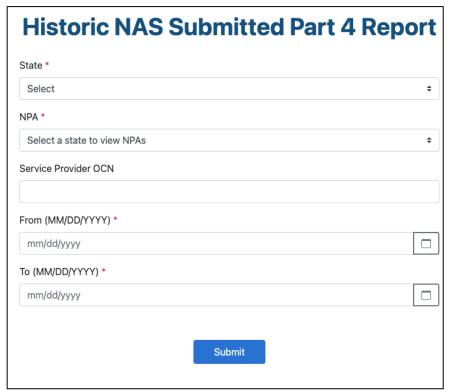


Figure 6-9

From the preliminary Historic NAS Submitted Part 4 Report screen, select the following:

- State Select a State. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a Select All option.
- NPA Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.
- Service Provider OCN To receive a report with all service provider OCNs in the State(s) and NPA(s) selected leave blank. Enter a four-character Service Provider OCN to receive data associated with a specific service provider OCN.
- From Enter a From date.

- To Enter a To date.
 - The From/To date ranges is based on the Part 4 submission date.

Select **Submit**, NAS will display the search results on the **Historic NAS Submitted Part 4Report** screen (Figure 6-10).



Figure 6-10

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select Export to XLSX.
- To go back to the prior screen to change the search criteria, select **Search Again**.
- The report may be sorted by using the arrows provided in the columns, the arrow ^ highlighted shows the current sort.

6.2 Historic PAS Forms and Reports

This section provides direction on how to query and view the historic PAS forms and reports relating to thousands-blocks and pooled CO Codes:

- Section 6.2.1 View Forms
- Section 6.2.2 Disconnect Report
- Section 6.2.3 Part 1/1A Report
- Section 6.2.4 Part 1B Report
- Section 6.2.5 Part 3A Report
- Section 6.2.6 Part 4/4A Report

From the **Historic Thousands-Block/CO Code Forms and Reports** toolbar (Figure 6-2), select **PAS**, then NAS will display the **PAS Historic Forms Search** screen (Figure 6-11).



Figure 6-11

6.2.1 View Forms

View Forms allows a user to search for and view thousands-block and pooled CO code forms submitted in the old PAS.

From the **Historic Thousands-Block/CO Code Forms and Report** toolbar (Figure 6-2), select **PAS**, then select **View Forms** (Figure 6-11), NAS will display the **PAS Historic Forms Search** screen (Figure 6-12).

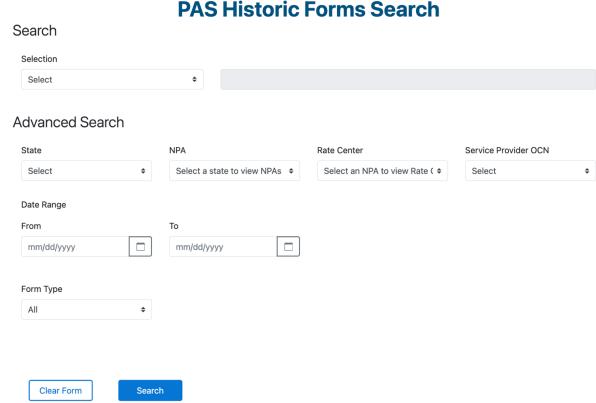


Figure 6-12

From the **PAS Historic Forms Search** screen (Figure 6-12), under **Search**, select one of the following:

- Tracking Number Enter the PAS tracking number.
- NPA-NXX Enter the NPA-NXX.
- NPA-NXX-X Enter the NPA-NXX-X.
- Advanced Search See steps below when this is selected.

From the PAS Historic Forms Search screen (Figure 6-12), select the following:

- **State** Select a **State**. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a **Select All** option.
- NPA Select an NPA. Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.
- Rate Center Select a Rate Center. This is a drop-down list of Rate Centers for the NPA selected.

- Service Provider OCN To receive a report with all service provider OCNs in the State(s) and NPA(s) selected leave blank. Enter a four-character Service Provider OCN to receive data associated with a specific service provider OCN.
- From Enter a From date.
- To Enter a To date.
 - The From/To date ranges is based on the Part 1 submission date.
- Form Type Select a Form Type from the drop-down list (e.g., All, Part 1, Part 1A, Part 3A, Part 4/4A, Part 4PA, Part 5, MTE, PSTN).

After making the selections, select **Search** to continue, NAS will display the search results at the bottom of the **PAS Historic Forms Search** screen.

When no applications meet the search criteria, NAS will display the message "There are no records to display" at the bottom of the PAS Historic Forms Search screen.

To view a form, select the eye icon at the end of the form's row. The forms will open in a new tab.

6.2.2 Disconnect Report

Disconnect Report allows a user to search for thousands-block disconnects/donations submitted in the old PAS.

From the **Historic Thousands-Block/CO Code Forms and Report** toolbar (Figure 6-2), select **PAS**, then select **Disconnect Report** (Figure 6-11), NAS will display the preliminary **Historic PAS Donation/Disconnect Report** screen (Figure 6-13).

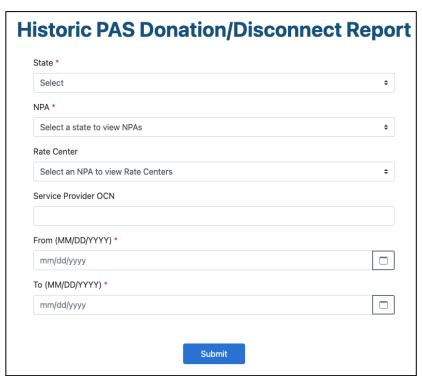


Figure 6-13

From the preliminary Historic PAS Donation/Disconnect Report screen, select the following:

- **State** Select a **State**. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a **Select All** option.
- NPA Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.
- Rate Center Select a Rate Center. This is a drop-down list of Rate Centers for the NPA selected.
- **Service Provider OCN** To receive a report with all service provider OCNs in the State(s) and NPA(s) selected leave blank. Enter a four-character **Service Provider OCN** to receive data associated with a specific service provider OCN.
- From Enter a From date.
- To Enter a To date.
 - The From/To date ranges is based on the submission date.

Select **Submit**, NAS will display the search results on the **Historic PAS Donation/Disconnect Report** screen (Figure 6-14).



Figure 6-14

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select Export to XLSX.
- To go back to the prior screen to change the search criteria, select **Search Again**.
- The report may be sorted by using the arrows provided in the columns, the arrow ^ highlighted shows the current sort.

6.2.3 Part 1/1A Report

Part 1/1A Report allows a user to search for Part 1/1A requests submitted in the old PAS.

From the **Historic Thousands-Block/CO Code Forms and Report** toolbar (Figure 6-2), select **PAS**, then select **Part 1/1A Report** (Figure 6-11), NAS will display the preliminary **Historic PAS Part 1/1A Report** screen (Figure 6-15).

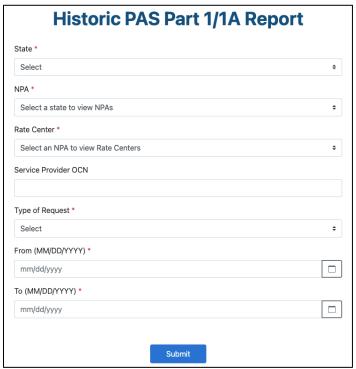


Figure 6-15

From the preliminary Historic PAS Part 1/1A Report screen, select the following:

- **State** Select a **State**. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a **Select All** option.
- NPA Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.
- Rate Center Select a Rate Center. This is a drop-down list of Rate Centers for the NPA selected.
- **Service Provider OCN** To receive a report with all service provider OCNs in the State(s) and NPA(s) selected leave blank. Enter a four-character **Service Provider OCN** to receive data associated with a specific service provider OCN.
- Type of Request –Select Type of Request from the drop-down list (e.g., Select All, Initial, Growth, Reservation, Modification, Disconnect, ISPP).
- From Enter a From date.
- To Enter a To date.
 - The From/To date ranges is based on the Part 1/1A submission date.

Select **Submit**, NAS will display the search results on the **Historic PAS Part 1/1A Report** screen (Figure 6-16).



Figure 6-16

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select Export to XLSX.
- To go back to the prior screen to change the search criteria, select **Search Again**.
- The report may be sorted by using the arrows provided in the columns, the arrow ^ highlighted shows the current sort.

6.2.4 Part 1B Report

Part 1B Report allows a user to search for Part 1Bs submitted in the old PAS.

From the **Historic Thousands-Block/CO Code Forms and Report** toolbar (Figure 6-2), select **PAS**, then select **Part 1B Report** (Figure 6-11), NAS will display the preliminary **Historic PAS Part 1B Report** screen (Figure 6-17)

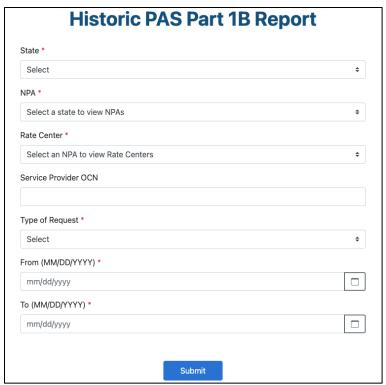


Figure 6-17

From the preliminary Historic PAS Part 1B Report screen, select the following:

- **State** Select a **State**. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a **Select All** option.
- NPA Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.
- Rate Center Select a Rate Center. This is a drop-down list of Rate Centers for the NPA selected.
- Service Provider OCN To receive a report with all service provider OCNs in the State(s) and NPA(s) selected leave blank. Enter a four-character Service Provider OCN to receive data associated with a specific service provider OCN.

- Type of Request –Select Type of Request from the drop-down list (e.g., Select All, Initial, Growth, Reservation, Modification, ISPP).
- From Enter a From date.
- To Enter a To date.
 - The From/To date ranges is based on the Part 1 submission date.

Select **Submit**, NAS will display the search results on the **Historic PAS Part 1B Report** screen (Figure 6-18).



Figure 6-18

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select **Export to XLSX**.
- To go back to the prior screen to change the search criteria, select **Search Again**.
- The report may be sorted by using the arrows provided in the columns, the arrow highlighted shows the current sort.

6.2.5 Part 3A Report

Part 3A Report allows a user to search for Part 3 responses for Part 1/1A requests submitted in the old PAS.

From the **Historic Thousands-Block/CO Code Forms and Report** toolbar (Figure 6-2), select **PAS**, then select **Part 3A Report** (Figure 6-11), NAS will display the preliminary **Historic PAS Part 3A Report** screen (Figure 6-19).

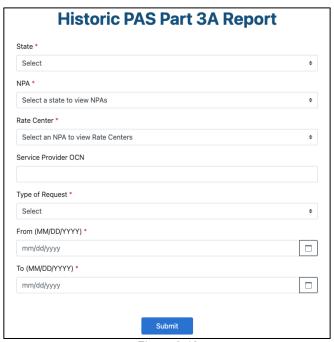


Figure 6-19

From the preliminary Historic PAS Part 3A Report screen, select the following:

- **State** Select a **State**. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a **Select All** option.
- NPA Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.
- Rate Center Select a Rate Center. This is a drop-down list of Rate Centers for the NPA selected.
- **Service Provider OCN** To receive a report with all service provider OCNs in the State(s) and NPA(s) selected leave blank. Enter a four-character **Service Provider OCN** to receive data associated with a specific service provider OCN.
- Type of Request –Select Type of Request from the drop-down list (e.g., Select All, Initial, Growth, Reservation, Modification, Disconnect, ISPP).
- From Enter a From date.
- **To** Enter a **To** date.
 - The From/To date ranges is based on the Part 1/1A submission date.

Select **Submit**, NAS will display the search results on the **Historic PAS Part 3A Report** screen (Figure 6-20).



Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select **Export to XLSX**.
- To go back to the prior screen to change the search criteria, select **Search Again**.
- The report may be sorted by using the arrows provided in the columns, the arrow ^
 highlighted shows the current sort.

6.2.6 Part 4/4A Report

Part 4/4A Report allows a user to search for Part 4s submitted in the old PAS.

From the **Historic Thousands-Block/CO Code Forms and Report** toolbar (Figure 6-2), select **PAS**, then select **Part 4/4A Report** (Figure 6-11), NAS will display the preliminary **Historic PAS Part 4/4A Report** screen (Figure 6-21).

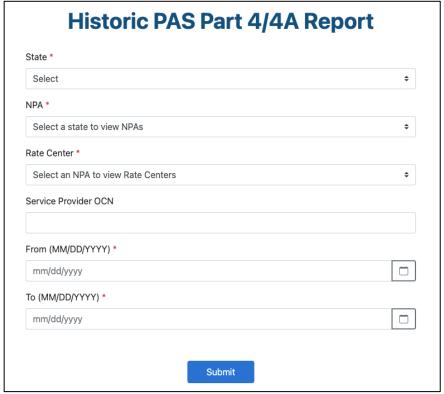


Figure 6-21

From the preliminary **Historic PAS Part 4/4A Report** screen, select the following:

- **State** Select a **State**. For a State Regulator user, this is populated with the State in the user's profile. For an FCC user, this is a drop-down list of states and a **Select All** option.
- NPA Select an NPA. This is a drop-down list of all NPAs for the selected state(s) and a Select All option.
- Rate Center Select a Rate Center. This is a drop-down list of Rate Centers for the NPA selected.
- Service Provider OCN To receive a report with all service provider OCNs in the State(s) and NPA(s) selected leave blank. Enter a four-character Service Provider OCN to receive data associated with a specific service provider OCN.
- From Enter a From date.
- To Enter a To date.
 - o The From/To date ranges is based on the Part 1/1A submission date.

Select **Submit**, NAS will display the search results on the **Historic PAS Part 4/4A Report** screen (Figure 6-22).



Figure 6-22

Additional Information:

- If no results are found based on the search criteria, the following message will be provided "No results found for those search parameters."
- To download the report to Excel, select Export to XLSX.
- To go back to the prior screen to change the search criteria, select **Search Again**.
- The report may be sorted by using the arrows provided in the columns, the arrow ^ highlighted shows the current sort.