

Local Service Request Order Matrix Legend

The following describes how the columns in the LSR spreadsheets are used:

No.	Identifies the field number of the data element on the associated form
Field Name	Represents the field abbreviation used for the data element
OBF Field Description	Contains the LSOG 4 OBF field name and data element definition – deviations from LSOG 4 will be noted.
OBF Format	Contains the maximum field length and format defined for this data element
Usage	Identifies the usage requirements as defined for CLEC to CLEC migrations
Notes	Contains clarifying notes or requirements as applicable for CLEC to CLEC migrations
Comments	While document is being developed, this column to capture comments from participants and to document open items. When document is complete, this column may not be needed.

The following describes the Usage values:

Required	Identifies fields that MUST be populated.
Conditional	Identifies fields that are conditionally required. The business rule for population will be documented in the Notes column of the matrix.
Not required	Identifies fields that may be applicable but not required. Recommended usage may be populated in the Notes column of the matrix.

The following abbreviations are used to describe the recommended OBF Format:

“a”	Alpha characters only
“n”	Numeric characters only
“a/n”	May contain alpha or numeric characters

(Insert Your Company Logo)

Local Service Request

CCNA		PON		VER		LSR NO		LOCQTY		HTQTY					
1	2	3	4	5	6	7	8	9	10	11	12				
Administrative Section															
AN	ATN	SC	PG	OF	D/TSENT	PROJECT									
7	8	9	10	11	12	13									
DDD	APPTIME	DDDO	APPTIME	DFDT	PROJECT										
1	4	1	5	1	7										
CHC	REQTYP	ACT	SUP	EXP	AFO	NNSP	CC	NNSP	AENG	ALBR	SCA	AGAUTH	DATED		
19	20	21	22	23	24	25	26	27	28	29	30	31	32		
AUTHNUM	PORTTYP	ACTL	AI	APOT	LST	LSP	TE	EBP	CNO	NRI					
3	4	3	6	3	7	3	8	3	9	4	0	4	1		
NC	PBT	NCI	CHANNEL	SECNCI	LSPAN	CIC	CUST								
4	3	4	4	4	7	5	4								
LSP AUTH	LSP AUTH DATE	LSP AUTH NAME													
5	0	5	1	5	2										

Bill Section		BI1		BAN1		BI2		BAN2		ACNA		EBD		CNO		NRI		
BILLNM	SBILLNM	6	4	6	5	6	9	6	9	6	10	6	1	6	2	6	3	
STREET	FLOOR	ROOM	CITY	VTA	TE	EBP												
6	6	6	7	7	1	7	6	6	6	6	7							
ZIP CODE	BILLCON	TEL NO	TEL NO	INIT														
7	4	7	5	7	7													

Contact Section		FLOOR		ROOM/MAIL STOP		CITY		STATE					
7	9	8	2	8	3	8	4	8	5				
ZIP CODE	IMPCON	TEL NO	TEL NO	PAGER									
8	6	8	7	8	8	8	9						
ALT IMPCON	DRC	TEL NO	TEL NO	FAX NO									
9	0	9	1	9	2	9	3	9	4	9	5	9	6
STREET	FLOOR	ROOM/MAIL STOP	CITY	STATE									
9	7	9	8	9	9	1	0	1	0	1	1		

REMARKS													
1	0	1	0	1	0	1	0	1	0	1	0	1	0

This form was developed by the Alliance for Telecommunications Industry Forum (ATIS) Ordering and Billing Forum (OBF) through an industry consensus process and published in the Local Service Ordering Guidelines (LSOG) Issue 4, dated 4/9/99. For further information regarding the OBF, or the complete LSOG document, please contact the ATIS-OBF Manager at 202-628-6380 or go to www.atis.org/cic/obf/billfrm.htm.

End User Information

(Insert Your Company Logo)

Administrative Section

PON _____ VER AN _____ ATN _____ DOTY _____ PG OF _____
 1 | 2 | 3 | 4 | 5 | 6 |

Location and Access

LOCNUM NAME _____ SASR SANO SASF SASD _____
 7 | 8 | 9 | 10 | 11 | 12 |

SASN _____ SATH _____ SASS _____
 1 | 3 | 4 | 14 | 15 |

SADLO _____

SADLO (Continued) _____ BLDG _____
 1 | 7 | 8 | 9 |

CITY _____ STATE ZIP CODE _____ LCON _____
 2 | 0 | 2 | 1 | 2 | 2 | 2 | 3 |

TEL NO _____ EUMI _____
 2 | 4 | 25 |

ACC _____

ACC (Continued) _____

WSOP CPE MFR _____ CPE MOD _____ ERL IBT _____
 27 | 28 | 29 | 30 | 31 |

Inside Wire IWO IWBAN _____ IWCON _____ TEL NO _____
 32 | 33 | 34 | 35 |

Bill Section

EAN _____ EATN _____ FBI BILLNM _____
 3 | 6 | 3 | 7 | 3 | 8 | 3 | 9 |

SBILLNM _____ STREET _____ FLOOR ROOM _____
 4 | 0 | 4 | 1 | 4 | 2 | 4 | 3 |

CITY _____ STATE ZIP CODE _____ BILLCON _____
 4 | 4 | 4 | 5 | 4 | 6 | 4 | 7 |

TEL NO _____ SSN _____
 4 | 8 | 4 | 9 |

End User Information (Continued)

(Insert Your Company Logo)

Administrative Section

PON	VER	AN	ATN	DQTY

Disconnect Information

DNUM	DISC NBR	TER	TC OPT	TC TO PRI	TC TO SEC

TCID	TC NAME	TC PER

DNUM	DISC NBR	TER	TC OPT	TC TO PRI	TC TO SEC

TCID	TC NAME	TC PER

DNUM	DISC NBR	TER	TC OPT	TC TO PRI	TC TO SEC

TCID	TC NAME	TC PER

DNUM	DISC NBR	TER	TC OPT	TC TO PRI	TC TO SEC

TCID	TC NAME	TC PER

DNUM	DISC NBR	TER	TC OPT	TC TO PRI	TC TO SEC

TCID	TC NAME	TC PER

DNUM	DISC NBR	TER	TC OPT	TC TO PRI	TC TO SEC

TCID	TC NAME	TC PER

DNUM	DISC NBR	TER	TC OPT	TC TO PRI	TC TO SEC

TCID	TC NAME	TC PER

REMARKS

This form was developed by the Alliance for Telecommunications Industry Forum (AT&T) Ordering and Billing Forum (OBF) through an industry consensus process and published in the Local Service Ordering Guidelines (LSOG) Issue 4, dated 4/1999.
For further information regarding the OBF, or the complete LSOG document, please contact the AT&S-OBF Manager at 202-528-6360 or go to www.atfis.org/ict/obf/obf.htm.

Loop Service

(Insert Your Company Logo)

Administrative Section

PON _____ VER AN _____ ATN _____ LOTS _____ PG OF _____
 1 2 3 4 5 6

Service Details

LOCNUM LNUN LNA CKR _____ TSP _____
 7 8 9 10 11

SAN _____ ECCKT _____
 1 2 3

CFA _____ SYSTEM ID CABLE ID _____
 1 4 1 5 1 6

SHELF SLOT RELAY RACK CHAN/PAIR JK CODE JK NUM JK POS JR NIDR IWJK IWJQ
 1 7 1 8 1 9 2 0 2 1 2 2 2 3 2 4 2 5 2 6 2 7

IWJK IWJQ IWJK IWJQ DISCNBR TER TC OPT TC TO PRI TC TO SEC
 2 6 2 7 2 8 2 9 3 0 3 1 3 2

TCID TCNAME _____ TCID TCNAME _____
 3 3 3 4 3 3 3 4

TCPER LEAN LEATN _____
 3 5 3 6 3 7

LOCNUM LNUN LNA CKR _____ TSP _____
 7 8 9 10 11

SAN _____ ECCKT _____
 1 2 3

CFA _____ SYSTEM ID CABLE ID _____
 1 4 1 5 1 6

SHELF SLOT RELAY RACK CHAN/PAIR JK CODE JK NUM JK POS JR NIDR IWJK IWJQ
 1 7 1 8 1 9 2 0 2 1 2 2 2 3 2 4 2 5 2 6 2 7

IWJK IWJQ IWJK IWJQ DISCNBR TER TC OPT TC TO PRI TC TO SEC
 2 6 2 7 2 8 2 9 3 0 3 1 3 2

TCID TCNAME _____ TCID TCNAME _____
 3 3 3 4 3 3 3 4

TCPER LEAN LEATN _____
 3 5 3 6 3 7

Loop Service (Continued)

(Insert Your Company Logo)

Administrative Section

PON	VER	AN	ATN	LQTY	PG	OF
[1][] [2][] [3][] [4][] [5][] [6][] [7][]	[8][] [9][] [10][] [11][] [12][] [13][] [14][]	[15][] [16][] [17][] [18][] [19][] [20][] [21][]	[22][] [23][] [24][] [25][] [26][] [27][] [28][]	[29][] [30][] [31][] [32][] [33][] [34][] [35][]	[36][] [37][] [38][] [39][] [40][] [41][] [42][]	[43][] [44][] [45][] [46][] [47][] [48][] [49][]

Service Details

LOCNUM	LNUM	LNA	CKR	TSP
[7][] [8][] [9][] [10][] [11][] [12][] [13][]	[14][] [15][] [16][] [17][] [18][] [19][] [20][]	[21][] [22][] [23][] [24][] [25][] [26][] [27][]	[28][] [29][] [30][] [31][] [32][] [33][] [34][]	[35][] [36][] [37][] [38][] [39][] [40][] [41][]
SAN				
[1][] [2][] [3][] [4][] [5][] [6][] [7][]	ECCKT [1][] [2][] [3][] [4][] [5][] [6][] [7][]			
CFA				
[1][] [2][] [3][] [4][] [5][] [6][] [7][]	SYSTEM ID CABLE ID [1][] [2][] [3][] [4][] [5][] [6][] [7][]			
SHELF				
[1][] [2][] [3][] [4][] [5][] [6][] [7][]	SLOT	RELAY RACK	CHAN/PAIR	JK CODE
[8][] [9][] [10][] [11][] [12][] [13][] [14][]	[15][] [16][] [17][] [18][] [19][] [20][] [21][]	[22][] [23][] [24][] [25][] [26][] [27][] [28][]	[29][] [30][] [31][] [32][] [33][] [34][] [35][]	[36][] [37][] [38][] [39][] [40][] [41][] [42][]
IWJK				
[1][] [2][] [3][] [4][] [5][] [6][] [7][]	IWJQ	IWJK	DISC NBR	TER
[8][] [9][] [10][] [11][] [12][] [13][] [14][]	[15][] [16][] [17][] [18][] [19][] [20][] [21][]	[22][] [23][] [24][] [25][] [26][] [27][] [28][]	[29][] [30][] [31][] [32][] [33][] [34][] [35][]	[36][] [37][] [38][] [39][] [40][] [41][] [42][]
TCID TC NAME				
[1][] [2][] [3][] [4][] [5][] [6][] [7][]	[8][] [9][] [10][] [11][] [12][] [13][] [14][]	[15][] [16][] [17][] [18][] [19][] [20][] [21][]	[22][] [23][] [24][] [25][] [26][] [27][] [28][]	[29][] [30][] [31][] [32][] [33][] [34][] [35][]
TC PER				
[1][] [2][] [3][] [4][] [5][] [6][] [7][]	LEAN	LEATN	TC TO SEC	
[8][] [9][] [10][] [11][] [12][] [13][] [14][]	[15][] [16][] [17][] [18][] [19][] [20][] [21][]	[22][] [23][] [24][] [25][] [26][] [27][] [28][]	[29][] [30][] [31][] [32][] [33][] [34][] [35][]	[36][] [37][] [38][] [39][] [40][] [41][] [42][]

REMARKS

[3][] [4][] [5][] [6][] [7][] [8][] [9][]	[10][] [11][] [12][] [13][] [14][] [15][] [16][]	[17][] [18][] [19][] [20][] [21][] [22][] [23][]	[24][] [25][] [26][] [27][] [28][] [29][] [30][]	[31][] [32][] [33][] [34][] [35][] [36][] [37][]	[38][] [39][] [40][] [41][] [42][] [43][] [44][]	[45][] [46][] [47][] [48][] [49][] [50][] [51][]	[52][] [53][] [54][] [55][] [56][] [57][] [58][]	[59][] [60][] [61][] [62][] [63][] [64][] [65][]	[66][] [67][] [68][] [69][] [70][] [71][] [72][]	[73][] [74][] [75][] [76][] [77][] [78][] [79][]	[80][] [81][] [82][] [83][] [84][] [85][] [86][]	[87][] [88][] [89][] [90][] [91][] [92][] [93][]	[94][] [95][] [96][] [97][] [98][] [99][] [100][]
--	---	---	---	---	---	---	---	---	---	---	---	---	--

(Insert Your Company Logo) Loop Service with Number Portability

Administrative Section

PON _____ VER AN _____ ATN _____ LQTY _____ NPQTY _____ PG OF _____
 1 2 3 4 5 6 7

Service Details

LOCNUM LNUM NPI LNA CKR _____ TSP _____
 8 9 10 11 12 13

LRN _____ TDT _____
 1 4 15

SAN _____ ECCKT _____
 1 6 1 7

CFA _____ SYSTEM ID CABLE ID SHELF SLOT _____
 1 8 1 9 2 10 2 11 2 12

RELAYRACK CHAN/PAIR JK CODE JK NUM JK POS JR NIDR IWJK IWJQ IWJK IWJQ IWJK IWJQ _____
 2 3 2 4 2 5 2 6 2 7 2 8 2 9 3 0 3 1 3 1 3 1 3 1 3 1 3 1 3 1 3 1

PORTED NBR TNP CFTN _____ NPT RTI NPTG BA BLOCK _____
 3 2 3 3 3 4 3 5 3 6 3 7 3 8 3 9

BA BLOCK FP1 LPIC TC OPT TC TO PRI TC TO SEC _____
 3 8 3 9 4 1 4 2 4 3 4 4 4 4

TCID TC NAME _____ TCID TC NAME _____
 4 5 4 6 4 5 4 6

TC PER LEAN LEATN _____
 4 7 4 8 4 9

Number Portability (Continued)

(Insert Your Company Logo)

Administrative Section

PON _____ VER AN _____ ATN _____ NPQTY _____ PG OF _____
 1 | 2 | 3 | 4 | 5 | 6 |

Service Details

LOGNUM LNUM NPI LNA CKR _____ LRN _____ TDT _____
 7 | 8 | 9 | 10 | 11 | 12 | 13 |

ECCKT _____
 1 | 4 |

PORTED NBR _____ NPT RTI _____ NPTG _____
 1 | 5 | - | 1 | 6 | 1 | 7 | 1 | 8 | 1 | 9 | 2 | 0 |

BA BLOCK _____ FP1 LPIC TC OPT TC TO PRI TC TO SEC _____
 2 | 1 | 2 | 2 | 2 | 1 | 2 | 3 | 2 | 4 | 2 | 5 | 2 | 6 | 2 | 7 | - |

TCID TC NAME _____ TCID TC NAME _____
 2 | 8 | 2 | 9 | 2 | 8 | 2 | 9 |

TC PER _____ LEAN _____ LEATN _____
 3 | 0 | 3 | 1 | 3 | 2 | - |

LOGNUM LNUM NPI LNA CKR _____ LRN _____ TDT _____
 7 | 8 | 9 | 10 | 11 | 12 | 13 |

ECCKT _____
 1 | 4 |

PORTED NBR _____ NPT RTI _____ NPTG _____
 1 | 5 | - | 1 | 6 | 1 | 7 | 1 | 8 | 1 | 9 | 2 | 0 |

BA BLOCK _____ FP1 LPIC TC OPT TC TO PRI TC TO SEC _____
 2 | 1 | 2 | 2 | 2 | 1 | 2 | 3 | 2 | 4 | 2 | 5 | 2 | 6 | 2 | 7 | - |

TCID TC NAME _____ TCID TC NAME _____
 2 | 8 | 2 | 9 | 2 | 8 | 2 | 9 |

TC PER _____ LEAN _____ LEATN _____
 3 | 0 | 3 | 1 | 3 | 2 | - |

REMARKS

3 | 3 | _____

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Local Service Request Form Business Rules

No.	Field Name	OBF Field Description	OBF Format	USAGE	Notes
1	CCNA	Customer Carrier Name Abbreviation Identifies the COMMON LANGUAGE Interconnection Access Code (IAC) for the customer submitting the LSR and receiving the response.	3 a	Required	This field will contain the ACNA code of the new LSP.
2	PON	Purchase Order Number Identifies the customer's unique purchase-order or requisition number that authorizes the issuance of this request or supplement.	16 a/h	Required	
3	VER	Version Identification Identifies the customer's version number.	2 a/h	Conditional	Optional on the first send of an LSR. Unique value required on all subsequent LSRs using the same PON. Valid entries may be AA-ZZ or 00-99.
4	LSR NO	Local Service Request Number Identifies the number that may be generated by the provider's mechanized systems, pre-assigned to the customer by the provider or manually assigned by the provider to identify a customer's request for service.	18 a/h	Not required	
5	LOCQTY	Location Quantity Identifies the number of service locations for the service requested.	3/h	Not required	Not applicable. Only one service address is allowed for CLECS LSR request
6	HTQTY	Hunt Group Quantity Identifies the quantity of hunt groups associated with this service request.	2/h	Not required	
7	AN	Account Number Identifies the main account number assigned by the NSP.	20 a/h	Not required	
8	ATN	Account Telephone Number Identifies the account telephone number assigned by the NSP.	12 n	Required	Source of this would be the BTN on the old LSP's CSR.
9	SC	Service Center Identifies the Provider's Service Center.	4 a/h	Not required	
10	PG _ of _	Page of # Identifies the page number and total number of pages contained in this request.	4 n	Conditional	Field applicable for manual processes including paper and fax.
11	D/T SENT	Date and Time Sent Identifies the date and time that the Local Service Request is sent by the customer.	17 a/h	Required	Format: Century, Year, 2 Digit Month, Day, Hour, Minute (CCYY-MM-DD HHMM). This time would reflect when the time zone of the end user. This may not reflect actual order transmission.
12	DSP TCH	Dispatch Required Indicates a dispatch is required.	1 a	Not required	
13	DDD	Desired Due Date Identifies the customer's desired due date.	10 a/h	Required	Format: Century, Year, 2 Digit Month, Day, Hour (CCYY-MM-DD)

No.	Field Name	OBF Field Description	OBF Format	USAGE	Notes
14	APPTIME	Appointment Time Identifies the time period during which the end user's service will be established and/or a technician is scheduled to visit the end user's premises.	11 a/h	Not required	
15	DDDO	Desired Due Date – Out Identifies the customer's desired due date for suspension or disconnection of service.	10 a/h	Not required	
16	APPTIME	Appointment Time Identifies the time period during which the end user's service will be established and/or a technician is scheduled to visit the end user's premises.	11 a/h	Not required	
17	DFDT	Desired Frame Due Time Identifies desired frame crossover time.	6 a/h	Required	Format 2 Digit Hour, Minute & AM/PM
18	PROJECT	Project Identification Identifies the project to which the request is to be associated.	16 a/h	Conditional	The definition of project varies by provider. Project field may be used to indicate prenegotiated special handling is requested, as opposed to normal operations. Use of this field needs to be mutually understood. The use of this field, may or may not affect due date intervals.
19	CHC	Coordinated Hot Cut Identifies that the customer is requesting near seamless crossover activity.	1 a	Conditional	Applicable when reusing facilities. Valid entry: Y
20	REQTYP	Requisition Type Identifies the type of service being requested and the status of the request.	2 a	Required	Valid entries 1st Character (identifies which service specific form is to be sent): A=Loop (identifies loop reuse) B=Loop with NP (Port TN and identifies loop reuse) C=Number Portability (Port TN only) 2nd Character: B=Firm Order
21	ACT	Activity Identifies the activity involved in this service request	1 a	Required	Values supported would be based on the services being requested Valid entries: V = Conversion to new LSP C = Change/Partial Disconnect D = Disconnect
22	SUP	Supplement Type A supplement is any new iteration of an LSR. The entry in the SUP field identifies the reason for which the supplement is being issued.	1 n	Conditional	Valid entries: 1=Cancel, 2=New Desired Due Date only, 3= Other When valid entry of "3" is used, the REMARKS field must be populated.

No.	Field Name	OBF Field Description	OBF Format	USAGE	Notes
23	EXP	Expedite Indicates that expedited treatment is requested and any charges generated in provisioning this request (e.g., additional engineering charges or labor charges if applicable) will be accepted.	1 a	Not required	Not all providers may not be able to meet an expedite request Valid entry: Y=Yes
24	AFO	Additional Forms Indicates which additional forms are being submitted with this request.	5 a	Not required	
25	RTR	Response Type Requested Identifies the type of response requested by the customer.	1 a	Not required	
26	CC	Company Code Identifies the Exchange Carrier requesting service.	4 a/n	Required	Contains the SPID of the new LSP.
27	NNSP	New Network Service Provider Identification Identifies the Number Portability Administration Center (NPAC) Service Provider Identifier (SPI) of the new Network Service Provider.	4 a/n	Conditional	On porting orders, must contain the SPID of the new NSP when it is different from that provided in the CC field.
28	ONSP	Old Network Service Provider Identifies the NPAC SPI of the current Network Service Provider.	4 a/n	Not required	
29	AEENG	Additional Engineering Authorization Indicates that if additional engineering is required, an estimate of the charges is to be forwarded to the initiator of the request.	1 a	Not required	
30	ALBR	Additional Labor Authorization Indicates that additional labor is requested and charges will be accepted in conjunction with this Service Request (e.g., Sunday or out of normal business hour installation is being requested).	1 a	Not required	
31	SCA	Special Construction Authorization Indicates pre-authorization for special construction.	1 a	Not required	
32	AGAUTH	Agency Authorization Status Indicates that the customer is acting as an end user's agent and has authorization on file.	1 a	Required	Valid entry: Y = Yes - indicates authorization is on file
33	DATED	Date of Agency Authorization Identifies the date appearing on the agency authorization that was previously submitted to the provider.	10 a/n	Not required	This field is recommended. Orders will not be rejected if this field is not populated. If populated, this field must not be edited by the receiving company. It is supplied for end user customer care purposes, to validate who supplied authorization for the migration. Only used if migration is question by the end user.

No.	Field Name	OBF Field Description	OBF Format	USAGE	Notes
34	AUTHNM	Authorization Name Identifies the end user who signed the authorization.	15 a/h	Not required	This field is recommended. Orders will not be rejected if this field is not populated. If populated, this field must not be edited by the receiving company. It is supplied for end user customer care purposes, to validate who supplied authorization for the migration. Only used if migration is question by the end user.
35	PORITYP	Port Type Identifies the type of unbundled port ordered from the provider.	1/a	Not required	
36	ACTL	Access Customer Terminal Location Identifies the CLLI code of the customer facility terminal location or designated collocation area. The CLLI code will have been previously assigned.	11 a/h	Not required	
37	AI	Additional Point of Termination Indicator Identifies whether the APOT field contains a CLLI code or a narrative.	1 a	Not required	
38	APOT	Additional Point of Termination Further identifies the physical ACTL Point of Termination.	11 a/h	Not required	
39	LST	Local Service Termination CLLI Identifies the CLLI code of the end office switch from which service is being requested.	11 a/h	Not required	
40	LSO	Local Service Office Identifies the NPANXX of the local or alternate serving central office of the customer location or primary location of the end user.	6 n	Not required	
41	TOS	Type of Service Identifies the type of service for the line ordered.	4 a/h	Required	This field would be used to identify the Old LSP classification as Business or Residence used for internal routing of orders. Valid entries in the first position are: 1 = Business, 2 = Residence.
42	SPEC	Service Product Enhance Code Identifies a specific product or service offering.	5 a/h	Not required	
43	NC	Network Channel Code Identifies the network channel code for the circuit(s) involved. The network channel code describes the channel being requested.	4 a/h	Not required	
44	PBT	Pot Bay Type Identifies the type of collocation arrangement for this service request.	1 a	Not required	
45	NCI	Network Channel Interface Code Identifies the electrical conditions on the circuit at the ACTL/Primary Location.	12 a/h	Not required	

No.	Field Name	OBF Field Description	OBF Format	USAGE	Notes
46	CHANNEL	Channel Code Identifies the type of channel associated with this request.	6 a/h	Not required	
47	SECNCI	Secondary Network Channel Interface Code Identifies the electrical conditions on the circuit at the secondary ACTL or end user location.	12 a/h	Not required	
48	RPON	Related Purchase Order Number Identifies the PON of a related service request.	16 a/h	Conditional	Used if there is a related PON
49	RORD	Related Order Number Identifies a related provider order number	20 a/h	Conditional	For porting orders involving the reuse of a UNE-Loop (REQTYP = AB or BB) from an ILEC, this field should contain the NSP-Loop service order number from the UNE-Loop order submitted to the NSP-Loop.
50	LSP AUTH	Local Service Provider Authorization Indicates the carrier code of the Local Service Provider that is providing existing service and has authorized the change to a new service provider.	4 a/h	Not required	
51	LSP AUTH DATE	Local Service Provider Authorization Date Identifies the date that appears on the LSP authorization previously provided to the new service provider.	10 a/h	Not required	
52	LSP AUTH NAME	Local Service Provider Authorization Name Identifies the name of the person who signed the authorization letter.	15 a/h	Not required	
53	LSPAN	LSP's Authorization Number Identifies the LSP's authorization number.	16 a/h	Not required	
54	CIC	Carrier Identification Code Identifies the numeric code of the initiating local service provider.	4 n	Not required	
55	CUST	Customer Name Identifies the name of the customer who originated this request when that customer has not been assigned a CCNA.	25 a/h	Not required	
56	B11	Billing Account Number Identifier 1 Identifies the service type of the Billing Account Number (BAN).	1 a	Not required	
57	BAN1	Billing Account Number 1 Identifies the billing account to which the recurring and non-recurring charges for this request will be billed.	13 a/h	Not required	
58	B12	Billing Account Number Identifier 2 Identifies the service type of the Billing Account Number (BAN).	1 a	Not required	

No.	Field Name	OBF Field Description	OBF Format	USAGE	Notes
59	BAN2	Billing Account Number 2 Identifies the billing account to which the recurring and non-recurring charges for this request will be billed.	13 a/h	Not required	
60	ACNA	Access Customer Name Abbreviation Identifies the COMMON LANGUAGE code of the customer to which the bill is to be rendered.	3 a/h	Not required	
61	EBD	Effective Bill Date Identifies the effective date to begin or cease billing when the billing date is different from the desired due date.	10 a/h	Not required	
62	CNO	Case Number Identifies the Case Number assigned by the Provider in response to a Diversity Inquiry Request.	12 a/h	Not required	
63	NRI	Negotiated Rate Indicator Indicates that the Customer has negotiated special billing arrangements for this service.	1 a	Not required	
64	BILLNM	Billing Name Identifies the name of the person, office or company to whom the customer has designated that the bill be sent.	25 a/h	Not required	
65	SBILLNM	Secondary Bill Name Identifies the name of a department or group within the designated BILLNM entry. May also be used to specify the end user customer as identified in field entry "SAN", Subscriber Authorization Number used by the customer in conjunction with billing its customer.	25 a/h	Not required	
66	TE	Tax Exemption Indicates that the customer has submitted a tax exemption form to the provider.	1 a	Not required	
67	EBP	Extended Billing Plan Identifies the request for establishing or removing installment billing of non-recurring charges that may be offered by a provider.	6 a/h	Not required	
68	STREET	Street Address Identifies the street of the billing address associated with the billing name.	25 a/h	Not required	
69	FLOOR	Floor Identifies the floor for the billing address associated with the billing name.	4a/h	Not required	
70	ROOM	Room Identifies the room for the billing address associated with the billing name.	6 a/h	Not required	

No.	Field Name	OBF Field Description	OBF Format	USAGE	Notes
71	CITY	City Identifies the city, village, township, etc. of the billing address associated with the billing name	25 a	Not required	
72	STATE	State/Province Identifies the two character postal code for the state/province of the billing address associated with the billing name.	2 a	Not required	
73	ZIP CODE	Zip Code Identifies the zip code or postal code of the billing address associated with the billing name	10a/n	Not required	
74	BILLCON	Billing Contact Identifies the name of the person or office to be contacted on billing matters.	15 a/n	Not required	
75	TEL NO	Telephone Number Identifies the telephone number of the billing contact.	17 n	Not required	
76	VTA	Variable Term Agreement Identifies the duration, identifying USOC, contract date or contract identification number of any variable term agreement that may be offered by a provider.	17 a/h	Not required	
77	INIT	Initiator Identification Identifies the customer's representative who originated this request	15 a/n	Required	Person Responsible for LSR
78	TEL NO	Telephone Number Identifies the telephone number of the initiator.	17 n	Required	Telephone number of Person Responsible for LSR
79	EMAIL	EMAIL Address Identifies the electronic mail address of the initiator.	60 a/n	Conditional	If available, E-Mail of Person Responsible for LSR
80	FAX NO	Facsimile Number Identifies the fax number of the initiator.	12 a/h	Required	Fax Telephone number of Person Responsible for LSR
81	STREET	Initiator Street Address Identifies the initiator's street address.	25 a/n	Not required	
82	FLOOR	Floor Identifies the floor of the initiator's address	4 a/h	Not required	
83	ROOM/MAIL STOP	Room/Mail Stop Identifies the room of the initiator's	10 a/n	Not required	
84	CITY	City Identifies the city, village, township, etc. of the initiator's address	25 a	Not required	

No.	Field Name	OBF Field Description	OBF Format	USAGE	Notes
85	STATE	State/Province Identifies the two character postal code of the state/province of the billing address associated with the billing name.	2 a	Not required	
86	ZIP CODE	Zip Code Identifies the zip code or postal code of the billing address associated with the billing name.	10 a/h	Not required	
87	IMP CON	Implementation Contact Identifies the customer's representative or office responsible for control of installation and completion.	15 a/h	Not required	
88	TEL NO	Telephone Number Identifies the telephone number of the implementation contact.	17n	Not required	
89	PAGER	Pager Number Identifies the pager number of the implementation contact.	25 a/h	Not required	
90	ALT IMP CON	Alternate Implementation Contact Identifies the customer's alternative representative or office responsible for control of installation and completion.	15 a/h	Not required	
91	TEL NO	Telephone Number Identifies the telephone number of the alternate implementation contact.	17 n	Not required	
92	PAGER	Pager Number Identifies the pager number of the alternative implementation contact.	25 a/h	Not required	
93	DSG CON	Design/Engineering Contact Identifies the representative of the customer or agent that should be contacted on design/engineering matters.	15 a/h	Not required	
94	DRC	Design Routing Code Identifies the customer location routing code for the transmission of the Design Layout Report for this request.	3 a/h	Not required	
95	TEL NO	DSG Telephone Number Identifies the telephone number of the design/engineering contact.	17n	Not required	
96	FAX NO	DSG Facsimile Number Identifies the fax number of the design/engineering contact.	12 n	Not required	
97	EMAIL	Electronic Mail Address Identifies the electronic mail address of the design/engineering contact.	60 a/h	Not required	
98	STREET	Street Address Identifies the street address for the design/engineering contact.	25 a/h	Not required	

No. Field Name	OBF Field Description	OBF Format	USAGE	Notes
99 FLOOR	Floor Identifies the floor of the design/engineering contact's address	4 a/h	Not required	
100 ROOM/MAIL STOP	Room/Mail Stop Identifies the room or mail stop of the design/engineering contact's address	10 a/h	Not required	
101 CITY	City Identifies the city, village, township, etc., of the design/engineering contact's address	25 a	Not required	
102 STATE	State / Province Identifies the two character postal code for the state/province of the design/engineering contact's address.	2 a	Not required	
103 ZIP CODE	Zip Code Identifies the zip code or postal code of the design/engineering contact's address	10 a/h	Not required	
104 REMARKS	Remarks Identifies a free flowing field which can be used to expand upon and clarify other data on this form Hunting fields are included on the LSR form with LSOG 4. Hunting is not applicable for porting or loop orders.	160 a/h	Conditional	Explanatory remarks to elaborate as required. If remarks are to be supplied, they should begin on the LSR form or noted here which form remarks are being supplied. This page of the LSR form will not be included with the LSR request
HUNT Info			Not required	

End User Form Business Rules

No.	Field Name	OBF Field Description	OBF Format	Usage	Notes
1	PON	PON - LSP Purchase Number Identifies the customer's unique purchase-order or requisition number that authorizes the issuance of this request or supplement.	16 a/n	Required	Need to be the same as that provided on the LSR form
2	VER	Version Identification of PON Identifies the customer's version number.	2 a/n	Conditional	Need to be the same as that provided on the LSR form
3	AN	Account Number Identifies the main account number assigned by the NSP.	20 a/n	Not Required	
4	ATN	Account Telephone Number Identifies the account telephone number assigned by the NSP.	12 n	Required	Need to be the same as that provided on the LSR form
5	DQTY	Disconnect Quantity Identifies the quantity of telephone numbers affected by this service request	5 n	Conditional	This would apply to TNs that are to be disconnected, which are specified in the DISC NBR field(s). Disconnected TNs would only be supplied on the End User form.
6	PG_of_	Page Number Of Identifies the page number and total number of pages contained in this request.	4 n	Required	Field applicable for manual processes including paper and fax.
7	LOCNUM	Location Number Identifies this service location number for the service requested.	3 n	Not required	
8	NAME	End User Name Identifies the name of the end user.	25 a/n	Required	From CSR
9	SAPR	Service Address House Prefix Identifies the prefix for the house number of the service address when grid type numbering is used.	5 a/n	Conditional	Populate if applicable, and not supplied in the SASN field as a part of a full street address.
10	SANO	Service Address House Number Identifies the house number of the service address.	8 a/n	Conditional	Populate if applicable, and not supplied in the SASN field as a part of a full street address.
11	SASF	Service Address House Number Suffix Identifies the suffix for the house number of the service address.	5 a/n	Conditional	Populate if applicable, and not supplied in the SASN field as a part of a full street address.
12	SASD	Service Address Street Directional Identifies the street directional for the service address.	2 a/n	Conditional	Populate if applicable, and not supplied in the SASN field as a part of a full street address.
13	SASN	Service Address Street Name Identifies the street name of the service address.	50 a/n	Required	May contain the street name component of a parsed street address if supplied or the full street address.
14	SATH	Service Address Thoroughfare Identifies the thoroughfare portion of the street name of the service address.	10 a/n	Conditional	Populate if applicable, and not supplied in the SASN field as a part of a full street address.

No.	Field Name	OBF Field Description	OBF Format	Usage	Notes
15	SASS	Service Address Street Suffix Identifies the suffix to the street name of the service address.	4 a/h	Conditional	Populate if applicable, and not supplied in the SASN field as a part of a full street address.
16	SADLO	Service Address Descriptive Location Identifies additional location information about the service address.	100 a/h	Not required	
17	FLOOR	Floor Identifies the floor of the end user location	4a/h	Conditional	Populate if applicable.
18	ROOM	Room Identifies the room for the service address location	9 a/h	Conditional	Populate if applicable.
19	BUILDING	Building Identifies the specific building of the end user location.	9 a/h	Conditional	Populate if applicable.
20	SALOC	Service Address Locality Identifies the city, village, township, etc. of the end user location	35 a	Required	
21	SAST	State / Province Identifies the two character postal code for the state/province of the end user location.	2 a	Required	
22	SAZC	Zip Code Identifies the zip code or postal code of the end-user location	10 a/h	Required	
23	LCON	Local Contact Identifies the local contact name for access to the service location.	15 a/h	Not required	
24	TEL NO	Telephone Number Identifies the telephone number of the local contact	17 a/h	Not required	
25	EUMI	End User Moving Indicator Indicates when the end user location is changing.	1 a	Not required	
26	ACC	Access Information Indicates the access instructions at the end user location.	115 a/h	Not required	
27	WSOP	Working Service On Premises Indicates if there is a working service at the end user location.	1a	Not required	
28	CPE MFR	Customer Premises Equipment Manufacturer Identifies the manufacturer of the CPE.	20 a/h	Not required	
29	CPE MOD	Customer Premises Equipment Model Identifies the model number of the CPE.	20 a/h	Not required	

No.	Field Name	OBF Field Description	OBF Format	Usage
30	ERL End User Retaining Listing	Identifies the desire of the end user to have no changes made to their listings when changing local service providers.	Not required	
31	IBT ISDN BRI Type	Indicates the type of National ISDN BRI.	Not required	1 n
32	IWO Inside Wiring Options	Identifies the requirement for inside wire services.	Not required	1 a
33	IWBAN Inside Wire Billing Account Number	Identifies the billing account number for charges associated with inside wire.	Not required	13 a/h
34	IWCON Inside Wire Contact	Identifies the name of the person to be contacted for inside wire.	Not required	25 a/h
35	TEL NO Inside Wire Contact Telephone Number	Identifies the telephone number of the inside wire contact.	Not required	17 n
36	EAN Existing Account Number	Identifies the end user's existing account number assigned by the current NSP.	Not required	20 a/h
37	EATN Existing Account Telephone Number	Identifies the end user's account telephone number.	Not required	12 n
38	FBI Final Bill Indicator	Indicates whether a final bill should be sent to either the existing billing address or a different address.	Not Required	1 a May be provided if supplied by the end user to the new LSP. Valid entries: E = Existing, D = Different
39	BILLNM Billing Name	Identifies the end user bill name.	Conditional	25 a/n Required when the FBI is "D".
40	SBILLNM Secondary Bill Name	Identifies the name of a department or group within the designated BILLNM entry.	Conditional	25 a/h Required when the FBI is "D" and applicable.
41	STREET Final Bill Street Address	Identifies the street of the billing address associated with the billing name.	Conditional	25 a/h Required when the FBI is "D".
42	FLOOR Floor	Identifies the floor for the billing address associated with the billing name.	Conditional	4 a/h Required when the FBI is "D" and applicable.
43	ROOM Room	Identifies the room for the billing address associated with the billing name.	Conditional	9 a/h Required when the FBI is "D" and applicable.
44	CITY City	Identifies city, village, township, etc. of the billing address associated with the billing name.	Conditional	35 a Required when the FBI is "D".

No.	Field Name	OBF Field Description	OBF Format	Usage	Notes
45	STATE	State/Province Identifies the two character postal code for the state/province of the billing address associated with the billing name.	2 a/h	Conditional	Required when the FBI is "D".
46	ZIP CODE	Zip Code Identifies the zip code or postal code of the billing address associated with the billing name	10 a/h	Conditional	Required when the FBI is "D".
47	BILLCON	Billing Contact Identifies the name of the person or office to be contacted on billing matters	15 a/h	Conditional	Required when the FBI is "D" and applicable.
48	TEL NO	Telephone Number Identifies the telephone number of the billing contact.	17 n	Conditional	Required when the FBI is "D".
49	SSN	Final Bill Social Security Number Identifies the social security number of the end user in the BILLNM field.	11 a/h	Not required	
50	DNUM	Disconnect Line Number Identifies the line as a unique number and each additional occurrence as a unique number.	5 n	Conditional	Populate if TNs are to be disconnected. If used, this field will be populated with a unique reference number.
51	DISC NBR	Disconnect Telephone Number Identifies the end user telephone number to be disconnected.	12 n	Conditional	Populate if TNs are to be disconnected. Disconnected TNs would only be supplied on the End User form.
52	TER	Terminal Number Identifies a non-lead line in a multi-line hunt group.	8 a/h	Not required	
53	TC OPT	Transfer of Call Options Identifies the type of transfer of call option the end user has requested.	3 a/h	Conditional	Complete if TNs are to be disconnected & the end user has a referral. Not all companies may offer this service.
54	TC TO PRI	Transfer of Calls To Primary Number Identifies the telephone number to which calls are to be referred.	12 n	Conditional	Complete if TNs are to be disconnected & the end user has a referral. Not all companies may offer this service.
55	TC TO SEC	Transfer of Calls To Secondary Number Identifies the telephone number to which calls are to be referred.	12 a/h	Not required	
56	TCID	Transfer of Calls To Identifier Identifies the sequence of telephone numbers and names associated with split transfer of calls.	2 n	Not required	
57	TC NAME	Transfer of Calls To Name Identifies the name or special instructions associated with TC TO which calls are referred when split of calls is requested.	35 a/h	Conditional	Complete if TNs are to be disconnected & the end user has a referral. Not all companies may offer this service.
58	TC PER	Transfer of Calls Period Indicates the requested date that the transfer of calls, specified in the TC TO field, is to be removed and the standard recorded announcement is to be provided.	10 a/h	Conditional	Complete if TNs are to be disconnected & the end user has a referral. Not all companies may offer this service.

No.	Field Name	OBF Field Description	OBF Format	Usage	Notes
59	REMARKS	<p>Remarks Identifies a free flowing field which can be used to expand upon and clarify other data on this form.</p>	160 a/n	Conditional	This field should only be used as overflow for remarks supplied on the first page of LSR form, or if it was noted in the remarks field on the LSR form that additional comments are being supplied on the End User form.

Loop Service Form Business Rules

No.	Field Name	OBF Field Description	OBF Format	USAGE	Notes
1	PON	Purchase Order Number identifies the customer's unique purchase-order or requisition number that authorizes the issuance of this request or supplement	16 a/n	Required	Need to be the same as that provided on the LSR form
2	VER	Version Identification identifies the customer's version number.	2 a/n	Conditional	Need to be the same as that provided on the LSR form
3	AN	Account Number identifies the main account number assigned by the NSP.	20 a/n	Not required	
4	ATN	Account Telephone Number identifies the account telephone number assigned by the NSP.	12 n	Not required	Need to be the same as that provided on the LSR form
5	LQTY	Loop Quantity identifies the quantity of loops involved in this service request.	5 n	Required	Indicates the number of loops being reused or disconnected
6	PG_of_	Page of # identifies the page number and total number of pages contained in this request	4 n	Required	
7	LOCNUM	Location Number identifies the service location number for the service requested	3 n	Not required	
8	LNUM	Line Number identifies the line as a unique number and each additional occurrence as a unique number.	5 n	Required	This field will be populated with a unique reference number.
9	LNA	Line Activity identifies the activity involved at the line level.	1 a	Required	Valid entries: D = Disconnect (Disconnect circuit), V = Convert to new LSP (Reuse circuit)
10	CKR	Customer Circuit Reference identifies the circuit number assigned by the customer.	41 a/n	Conditional	Required if the ECCKT field is not populated, otherwise prohibited. Populated with the Circuit ID/TXNU.
11	TSP	Telecommunications Service Priority Indicates the provisioning and restoration priority as defined under the TSP Service Vendor Handbook.	12 a/n	Not required	
12	SAN	Subscriber Authorization Number identifies a number equivalent to the end user Purchase Order Number.	30 a/n	Not required	
13	ECCKT	Exchange Company Circuit ID identifies a provider's circuit identification.	36 a/n	Conditional	Required if the CKR field is not populated, otherwise prohibited. Populated with the Circuit ID/TXNU.
14	CFA	Connecting Facility Assignment identifies the provider carrier system and channel to be used.	42 a/n	Not required	

No.	Field Name	OBF Field Description	OBF Format	USAGE	Notes
15	SYSTEM ID	System Identification Identifies the customer's system to be used in a collocation arrangement.	5 a/n	Not required	
16	CABLE ID	Cable Identification Identifies the provider's central office cable to be connected to the customer's collocated equipment.	5 a/n	Not required	
17	SHELF	Shelf Identifies the number assigned to the customer's shelf to be used in a collocation arrangement.	6 a/n	Not required	
18	SLOT	Slot Identifies the customer's specific connection slot to be used in a collocation arrangement.	6 a/n	Not required	
19	RELAY RACK	Relay Rack A code that identifies the customer's bay/cabinet in a collocation arrangement and may also include the floor and aisle where the specific piece of equipment is located.	10 a/n	Not required	
20	CHAN/P AIR	Channel/Pair Identifies the specific channel or pair within the provider's cable to be used for connection.	5 a/n	Not required	
21	JK CODE	Jack Code Indicates the standard code for the particular registered or non-registered jack used to terminate the service.	5 a/n	Not required	
22	JK NUM	Jack Number Identifies the number of the jack used on end user connections.	2 a/n	Not required	
23	JK POS	Jack Position Identifies the position in the jack that a particular service will occupy.	2 n	Not required	
24	JR	Jack Request Indicates a request for a new jack.	1 a	Not required	
25	NIDR	NID Request Indicates a request for a new network interface device (NID).	1 a	Not required	
26	IWJK	Inside Wire Jack Code Indicates the standard code for the type of jack requested for inside wiring.	5 a/n	Not required	
27	IWJQ	Inside Wire Jack Quantity Indicates the number of jacks requested for inside wiring.	2 n	Not required	

No.	Field Name	OBF Field Description	OBF Format	USAGE	Notes
28	DISC NBR	Disconnect Telephone Number Identifies the end user telephone number to be disconnected.	12 n	Conditional	Required when the TN associated to the Loop specified in the CKR or ECCKT field is not being ported. Used to associate the TN to that loop.
29	TER	Terminal Number Identifies a non-lead line in a multi-line hunt group.	8 a/n	Not required	
30	TC OPT	Transfer of Call Options Identifies the type of transfer of call option the end user has requested.	3 a/n	Not required	End user form will be used to support this functionality.
31	TC TO PRI	Transfer of Calls To Primary Number Identifies the telephone number to which calls are to be referred.	12 n	Not required	End user form will be used to support this functionality.
32	TC TO SEC	Transfer of Calls To Secondary Number Identifies the telephone number to which calls are to be referred.	12 a/n	Not required	End user form will be used to support this functionality.
33	TCID	Transfer of Calls To Identifier Identifies the sequence of telephone numbers and names associated with split transfer of calls.	2 n	Not required	End user form will be used to support this functionality.
34	TC NAME	Transfer of Calls To Name Identifies the name or special instructions associated with TC TO which calls are referred when split of calls is requested.	35 a/n	Not required	End user form will be used to support this functionality.
35	TC PER	Transfer of Calls Period Indicates the requested date that the transfer of calls, specified in the TC TO field, is to be removed and the standard recorded announcement is to be provided.	10 a/h	Not required	End user form will be used to support this functionality.
36	LEAN	Line Existing Account Number Identifies the end user's existing account number assigned by the current NSP and/or LSP.	20 a/n	Not required	
37	LEATN	Line Existing Account Telephone Number Identifies the end user's existing account telephone number assigned by the old LSP.	12 n	Not required	
38	REMARKS	Remarks Identifies a free flowing field which can be used to expand upon and clarify other data on this form.	160 a/n	Conditional	This field should only be used as overflow for remarks supplied on the first page of LSR form, or if it was noted in the remarks field on the LSR form that additional comments are being supplied on the Loop Service form.

Loop Service with Number Portability Form Business Rules

No.	Field Name	OBF Field Description	OBF Format	USAGE	Notes
1	PON	Purchase Order Number Identifies the customer's unique purchase-order or requisition number that authorizes the issuance of this request	16 a/h	Required	Need to be the same as that provided on the LSR form
2	VER	Version Identification Identifies the customer's version number.	2 a/h	Conditional	Need to be the same as that provided on the LSR form
3	AN	Account Number Identifies the main account number assigned by the NSP.	20 a/h	Not required	
4	ATN	Account Telephone Number Identifies the account telephone number assigned by the NSP.	12 n	Not required	Need to be the same as that provided on the LSR form
5	LQTY	Loop Quantity Identifies the quantity of loops involved in this service request.	5 n	Required	Indicates the number of loops being reused or disconnected
6	NPQTY	Number Portability Quantity Identifies the quantity of ported numbers involved in this service.	5 n	Required	Indicates the number of lines being ported
7	PG_of_	Page__of__ Identifies the page number and total number of pages contained in this request.	4 n	Required	
8	LOCNUM	Location Number Identifies the service location number for the service requested	3 n	Not required	
9	LNUM	Line Number Identifies the line or trunk as a unique number and each additional occurrence as a unique number.	5 n	Required	This field will be populated with a unique reference number.
10	NPI	Number Portability Indicator Identifies the status of the number being ported.	1 a	Not required	Valid entries: A Port out reserved TN, B = Port out working TN
11	LNA	Line Activity Identifies the activity involved at the line level.	1 a	Required	Valid entries: V = Convert to new LSP (Reuse circuit)
12	CKR	Customer Circuit Reference Identifies the circuit number assigned by the customer.	41 a/h	Conditional	Required if the ECCKT field is not populated, otherwise prohibited. Populate with the Circuit ID/TXNU.
13	TSP	Telecommunications Service Priority Indicates the provisioning and restoration priority as defined under the TSP Service Vendor Handbook.	12 a/h	Not required	

No.	Field Name	OBF Field Description	OBF Format	USAGE	Notes
14	LRN	Location Routing Number Identifies a number used to uniquely identify a switch that has ported numbers and is used to route a call to the switch that owns the NPA-NXX portion of the LRN.	12 n	Not required	
15	TDT	Ten Digit Trigger Indicates the request for the activation of a ten digit trigger for local routing number portability.	1 a	Conditional	Required when the NPT field is populated with "D".
16	SAN	Subscriber Authorization Number Identifies a number equivalent to the end user Purchase Order Number.	30 a/h	Not required	
17	ECCKT	Exchange Company Circuit ID Identifies a provider's circuit identification.	41 a/h	Conditional	Required if the CKT field is not populated, otherwise prohibited. Populate with the Circuit ID/TXNU.
18	CFA	Connecting Facility Assignment Identifies the provider carrier system and channel to be used.	42 a/h	Not required	
19	SYSTEM ID	System Identification Identifies the customer's system to be used in a collocation arrangement.	5 a/h	Not required	
20	CABLE ID	Cable Identification Identifies the provider's central office cable to be connected to the customer's collocated equipment.	5 a/h	Not required	
21	SHELF	Shelf Identifies the number assigned to the customer's shelf to be used in a collocation arrangement.	6 a/h	Not required	
22	SLOT	Slot Identifies the customer's specific connection slot to be used in a collocation arrangement.	6 a/h	Not required	
23	RELAY RACK	Relay Rack A code that identifies the customer's bay/cabinet in a collocation arrangement and may also include the floor and aisle where the specific piece of equipment is located.	10 a/h	Not required	
24	CHAN/PAIR	Channel/Pair Identifies the specific channel or pair within the provider's cable to be used for connection.	5 a/h	Not required	
25	JK CODE	Jack Code Indicates the standard code for the particular registered or non-registered jack used to terminate the service.	5 a/h	Not required	

No.	Field Name	OBF Field Description	OBF Format	USAGE	Notes
26	JK NUM	Jack Number Identifies the number of the jack used on end user connections.	2 a/h	Not required	
27	JK POS	Jack Position Identifies the position in the jack that a particular service will occupy.	2 n	Not required	
28	JR	Jack Request Indicates a request for a new jack.	1 a	Not required	
29	NIDR	NID Request Indicates a request for a new network interface device (NID).	1 a	Not required	
30	IWJK	Inside Wire Jack Code Indicates the standard code for the type of jack requested for inside wiring.	5a/h	Not required	
31	IWJQ	Inside Wire Jack Quantity Indicates the number of jacks requested for inside wiring.	2n	Not required	
32	PORTED NBR	Ported Telephone Number Identifies the telephone number to be retained.	17 n	Required	This field accommodates either single 10 digit TN or range of TNs to be ported.
33	TNP	Total Number of Paths Identifies the total number of talk paths, including the initial path, associated with the ported number.	3n	Not required	
34	CFTN	Call Forward To Number Identifies the telephone number to which calls will be directed.	13a/h	Not required	Not applicable. This field is only applicable when using interim number portability.
35	NPT	Number Portability Type Indicates the type of number portability for this request.	1 a	Required	Only applicable valid entry is: D=Local Routing Number
36	RTI	Route Index Identifies the routing index to be used by the provider's switching equipment to forward/port the provider's telephone number to the customer's non-RCF trunk group.	6a/h	Not required	
37	NPTG	Number Portability Trunk Group Identifies the two six code (TSC) of a dedicated trunk group, from the porting switch to the customer's point of interface (POI), used to complete NP calls.	8a/h	Not required	
38	BA	Blocking Activity Indicates the activity for the blocking of calls.	1 a	Not required	
39	BLOCK	Block Identifies the type of blocking on the telephone number.	16 a	Not required	
40	FPI	Freeze PIC Indicator Indicates the customer's requested freeze option for the LPIC.	1 a	Not required	

No.	Field Name	OBF Field Description	OBF Format	USAGE	Notes
41	LPIC	IntraLATA Presubscription Indicator Code Identifies the presubscription indicator code (PIC) of the carrier the customer has selected for intra-LATA traffic for the ported telephone number.	4a/h	Not required	
42	TC OPT	Transfer of Call Options Identifies the type of transfer of call option the end user has requested.	3a/h	Not required	End user form will be used if necessary to support this functionality.
43	TC TO PRI	Transfer of Calls To Primary Number Identifies the telephone number to which calls are to be referred.	12 a/h	Not required	End user form will be used if necessary to support this functionality.
44	TC TO SEC	Transfer of Calls To Secondary Number Identifies the telephone number to which calls are to be referred.	12 a/h	Not required	End user form will be used if necessary to support this functionality.
45	TCID	Transfer of Calls To Identifier Identifies the sequence of telephone numbers and names associated with split transfer of calls.	2n	Not required	End user form will be used if necessary to support this functionality.
46	TC NAME	Transfer of Calls To Name Identifies the name or special instructions associated with TC TO which calls are referred when split of calls is requested.	35 a/h	Not required	End user form will be used if necessary to support this functionality.
47	TC PER	Line Existing Account Number Identifies the end user's existing account number assigned by the current NSP and/or LSP.	10 a/h	Not required	
48	LEAN	Line Existing Account Number Identifies a free flowing field which can be used to expand upon and clarify other data on this form.	12 n	Not required	
49	LEATN	Line Existing Account Number Identifies the end user's existing account number assigned by the current NSP and/or LSP.	20 a/h	Not required	
50	REMARKS	Remarks Identifies a free flowing field which can be used to expand upon and clarify other data on this form.	160 a/h	Conditional	This field should only be used as overflow for remarks supplied on the first page of LSR form, or if it was noted in the remarks field on the LSR form that additional comments are being supplied on the Loop Service with NP form.

Number Portability Form Business Rules

No.	Field Name	OBF Field Description	OBF Format	Usage	Notes
1	PON	Purchase Order Number Identifies the customer's unique purchase-order or requisition number that authorizes the issuance of this request or supplement	16 a/n	Required	Need to be the same as that provided on the LSR form
2	VER	Version Identification Identifies the customer's version number.	2 a/n	Conditional	Need to be the same as that provided on the LSR form
3	AN	Account Number Identifies the main account number assigned by the NSP.	20 a/n	Not required	
4	ATN	Account Telephone Number Identifies the account telephone number assigned by the NSP.	12 n	Not required	Need to be the same as that provided on the LSR form
5	NPQTY	Number Portability Quantity Identifies the quantity of ported numbers involved in this service.	5 n	Required	Indicates the number of lines being ported
6	PG_of_#	Page of # Identifies the page number and total number of pages contained in this request	4 n	Required	
7	LOCNUM	Location Number Identifies the service location number for the service requested.	3 n	Not required	
8	LNUM	Line Number Identifies the line or trunk as a unique number and each additional occurrence as a unique number.	5 n	Required	This field will be populated with a unique reference number.
9	NPI	Number portability indicator Identifies the status of the number being ported.	1 a	Not required	Valid entries: A Port out reserved TN, B = Port out working TN
10	LNA	Line Activity Identifies the activity involved at the line level.	1 a	Required	Valid entries: V=Convert to new LSP
11	CKR	Customer Circuit Reference Identifies the circuit number assigned by the customer	41 a/n	Not required	
12	LRN	Location Routing Number Identifies a number used to uniquely identify a switch that has ported numbers and is used to route a call to the switch that owns the NPA-NXX portion of the LRN.	12 n	Not required	
13	TDI	Ten Digit Trigger Indicates the request for the activation of a ten digit trigger for local routing number portability.	1 a	Conditional	Required when the NPT field is populated with "D".

No.	Field Name	OBF Field Description	OBF Format	Usage	Notes
14	ECCKT	Exchange Company Circuit ID Identifies a provider's circuit identification.	41 a/n	Not required	
15	PORTED NBR	Ported Telephone Number Identifies the telephone number to be retained	17 n	Required	This field accommodates either single 10 digit TN or range of TNs to be ported.
16	TNP	Total Number of Paths Identifies the total number of talk paths, including the initial path, associated with the ported number.	3n	Not required	
17	CFTN	Call Forward to Number Identifies the telephone number to which calls will be directed	13 n	Not required	Not applicable. This field is only applicable when using interim number portability.
18	NPT	Number Portability Type Indicates the type of number portability for this request.	1a	Required	Only applicable valid entry is: D=Local Routing Number
19	RTI	Route Index Identifies the routing index to be used by the provider's switching equipment to forward/port the provider's telephone number to the customer's non-RCF trunk group.	6 a/n	Not required	
20	NPTG	Number Portability Trunk Group Identifies the two six code (TSC) of a dedicated trunk group, from the porting switch to the customer's point of interface (POI), used to complete NP calls.	8 a/n	Not required	
21	BA	Blocking Activity Indicates the activity for the blocking of calls.	1 a	Not required	
22	BLOCK	Block Identifies the type of blocking on the telephone number.	16 a/n	Not required	
23	FPI	Freeze PIC Indicator Indicates the customer's requested freeze option for the LPIC.	1 a	Not required	
24	LPIC	IntraLATA Presubscription Indicator Code Identifies the presubscription indicator code (PIC) of the carrier the customer has selected for intraLATA traffic for the ported telephone number.	4 a/n	Not required	
25	TC OPT	Transfer of Call Options Identifies the type of transfer of call option the end user has requested.	3 a/h	Not required	
26	TC TO PRI	Transfer of Calls to Primary Number Identifies the telephone number to which calls are to be referred.	12 n	Not required	
27	TC TO SEC	Transfer of Calls To Secondary Number Identifies the telephone number to which calls are to be referred.	12 a/h	Not required	

No.	Field Name	OBF Field Description	OBF Format	Usage	Notes
28	TCID	Transfer of Calls To Identifier Identifies the sequence of telephone numbers and names associated with split transfer of calls.	2 n	Not required	
29	TC NAME	Transfer of Calls To Name Identifies the name or special instructions associated with TC TO which calls are referred when split of calls is requested.	35 a/h	Not required	
30	TC PER	Transfer of Calls Period Indicates the requested date that the transfer of calls, specified in the TC TO field, is to be removed and the standard recorded announcement is to be provided.	10 a/h	Not required	
31	LEAN	Line Existing Account Number Identifies the end user's existing account number assigned by the current NSP and/or LSP.	20 a/h	Not required	
32	LEATN	Line Existing Account Telephone Number Identifies the end user's existing account telephone number assigned by the old LSP.	12 n	Not required	
33	REMARKS	Remarks Identifies a free flowing field which can be used to expand upon and clarify other data on this form.	160 a/h	Conditional	This field should only be used as overflow for remarks supplied on the first page of LSR form, or if it was noted in the remarks field on the LSR form that additional comments are being supplied on the Number Portability form.