

The Bahamas National Numbering Plan
Central Office Code Assignment Guidelines



Form N1 (Part 1) – CO Code Application General Information and CO Code Request Form

1.0 Notes and Instructions

1.1 CO Code applicants are advised that this Form N1 is separated into the following forms which encompass the process for obtaining CO Codes from URCA:

Form N1 (Part 1):	General Information and CO Code Request
Form N1 (Part 2):	Routing and Rating Information (Optional) ¹
Form N1 (Part 3):	Confirmation of Code Activation

1.2 The applicant should complete all sections of the relevant form and be guided by the Central Office Code Assignment Guidelines (COCAG), and in particular, the Certificate as Section 2 must be completed and signed by an authorized officer of the Code Applicant.

1.3 Applicants should use a separate form for each CO Code request.

1.4 Mail or deliver the completed form to: The Director of Policy and Regulation, Utilities Regulation and Competition Authority, UBS Building Annex, East Bay Street, N4860 Nassau, The Bahamas, or fax the form to 1.242.393.0237.

1.5 Code assignments are granted subject to the condition that all Code Holders are subject to the Regulatory Framework in The Bahamas, in particular but without limitation, The Bahamas National Numbering Plan and COCAG in force from time to time.

1.6 A CO Code must, unless otherwise approved by URCA, be placed in service within 6 months after the initially published effective date.

1.7 The Code Applicant acknowledges that the information contained on this request form will be treated as confidential to the extent that URCA, in its discretion consider appropriate, taking into account any submissions in support of confidentiality made by the Code Applicant. Without prejudice to the foregoing, information requested for BIRRDS will become available to the public upon input into the database.

¹ The Code Applicant is not required to submit a completed Part 2 Form (Routing and Rating Information) to URCA. However, after a CO Code is assigned, it is the responsibility of the Code Applicant to enter, by itself or via an agent, the required Part 2 information into the Telcordia Traffic Routing Administration (TRA) BIRRDS databases in order to notify the telecommunications industry to activate the CO Code in the Public Switched Telephone Network (PSTN). This Form must be obtained from TRA.



2.0 Certificate

I hereby certify that the following information requesting a CO Code code is true and accurate to the best of my knowledge and that this application has been prepared in accordance with the currently applicable version of COCAG.

It is understood that the Code Applicant will return the CO Code to URCA for reassignment if the resource is no longer in use by the Code Applicant, no longer required for the service for which it was intended, not activated within the time frame specified in the COCAG (an extension can be applied for), or not used in conformance with COCAG.

Signature of Authorized Representative of Code Applicant

Title

Date



1.0 GENERAL INFORMATION

1.1 Contact information:

Code Applicant:

Entity Name: _____ Contact Name: _____
Address: _____ City, Island: _____
Telephone: _____ Country: _____
E-Mail: _____ Facsimile: _____

URCA Contact Information:

Name: _____
Address: _____ City, Island: _____
Telephone: _____ Country: _____
E-Mail: _____ Facsimile: _____

1.2 NPA: ____ LATA: ____ OCN: _____

Switch Identification (Switching Entity / POI)²: _____

Location Name _____

Route same as: NPA ____ NXX ____ Use Same Rate Center as: NPA ____ NXX ____

1.3 Date of Application _____ Requested Effective Date _____^{3,4}

Acknowledgment and indication of disposition of this application will be provided to Code Applicant as noted within ten working days from the date of receipt of this application⁵

1.4 Type of Entity Requesting the Code:

- a) Fixed Network Operator _____
Mobile Network Operator _____
Other (specify) _____

b) Type of service for which CO Code is being requested:

² This is an eleven-character descriptor of the switch provided by the owning entity for the purpose of routing calls. This is the 11 character COMMON LANGUAGE Location Identification– (CLLI) of the switch or POI.

³ The cut-over is a minimum of 45 days after the NXX code request is input into BIRRDs. To the extent possible, code applicants should avoid requesting an effective date that is an interval less than 66 calendar days from the submission of this form. It should be noted that interconnection arrangements and facilities need to be in place prior to activation of a code. Such arrangements are outside the scope of these guidelines.

⁴ Requests for code assignment should not be made more than 6 months prior to the requested effective date.

⁵ An incomplete form may result in delays in processing this request.



c) Does your company have an Individual Operating Licence to provide the relevant service?

Yes _____ No _____

(i) If yes, indicate date of grant of Licence:

(ii) If no, explain:

1.5 Type of Request (Select One):

- _____ Initial CO Code for new switching entity or new point of interconnection
_____ New CO Code request for existing switching entity or point of interconnection (Complete Section 1.7)
_____ Additional CO Code for growth (Complete Section 1.6)
_____ Update information
_____ CO Code Reservation only:⁶
 _____ Initial CO Code
 _____ New CO Code (Complete Section 1.7)
 _____ CO Code for Growth (Complete Section 1.6)

1.6 Additional CO Code Request for Growth

_____ I hereby certify that the existing CO Code(s) at this switching entity/POI is/(are) projected to exhaust within 6 months of the date of this application. This fact is documented on Form N3 and will be supplied to an auditor when requested to do so per Appendix A of the COCAG.

1.7 Code Request for New Application (See COCAG Section 4.2)

Basis of eligibility for an additional code means that there has not been a code assigned to this switching entity/point of interconnection for this purpose. (Check the applicable space and, if applicable, provide the requested information).⁷

_____ CO Code is necessary for distinct routing, rating or billing purposes⁸

_____ Other (Explanation required).

⁶ When the Code Applicant is ready to place the code in service, the Code Applicant should complete a new request form.

⁷ If eligibility is based on a category that requires additional explanation or documentation and URCA denies a request, the applicant has the option to pursue an appeals process.

⁸ Any additional information that can be provided by the code applicant may facilitate the processing of that application.



1.8 Authorization for entry of BIRRDs information (Check applicable space).

_____ I have attached a completed Form N1 (Part 2). This is URCA's authorization to input/revise the indicated BIRRDs data. Further, I understand that URCA may not be the authorized party to input the data. The authorization and/or data input responsibilities are determined on an Operating Company Number level. If the Code Administrator advises me that said Code Administrator does not have Administrative Operating Company Number (AOCN) responsibility for my data inputs, I will contact Telcordia TRA to determine the correct AOCN Company. Upon that determination, I will submit Form N1 (Part 2) directly to the AOCN Company for input to BIRRDs.

_____ Form N1 (Part 2) of this form is not attached. BIRRDs input will be the responsibility of the Code Applicant. The 66 calendar day nation-wide minimum interval cut-over for BIRRDs will not begin until input into BIRRDs has been completed.