



Verizon
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RE: Verizon West introduces new ordering requirement for Special Access DS1 Service ordered to Cell Sites

Effective September 17, 2007, Verizon West¹ will introduce a new ordering requirement for customers who order Special Access DS1 service ("DS1 Service") to cell sites pursuant to Verizon's FCC Tariff Nos. 14 and 16 (excluding the portions of Pennsylvania and Virginia that fall under those tariffs). Customers will be required to populate the Wireless Site Indicator (WSI) field on the ASR when the REQ TYP of the ASR begins with "S" (Special Access) or "E" (End User).

The WSI field is used to identify that a circuit terminates at a wireless cell site and was added to the Access Service Request (ASR) Administration screen effective with the ASOG 34 release on March 9, 2007.

Under the new requirement, the valid entries in the WSI field will be either "N" for new service (when your company first orders DS1 service to any given cell site) or "E" for existing service (when ordering to a cell site where your company has already established Special Access DS1 Service).

When you populate the WSI field with an "N," you must submit the ASR following the Service Inquiry process to complete your order for service. Guidelines for the Service Inquiry process were provided in an Industry Letter dated December 10, 2004 and are available on the Verizon Partner Solutions web site. For your conveniences, the Service Inquiry Job Aid is shown in Attachment 1 to this notice.

¹ Verizon West is comprised of the following local exchange carriers: Contel of the South Inc. d/b/a Verizon North Systems; Verizon North Inc; Verizon California Inc.; Verizon Florida Inc.; Verizon Northwest Inc.; Verizon South Inc.; and Verizon Southwest Inc.

The following ASR edits will be implemented in Verizon West (again, excluding Verizon West territories in Pennsylvania and Virginia) as of September 17, 2007:

1. When WSI = N, the only valid REQTYP's are EA, SA, EC, or SC. If the REQTYP is populated with anything else, the ASR will be rejected as a Fatal Edit with the following verbiage:
"WHEN WSI = N, ONLY REQTYP(S) EA, SA, EC, OR SC ARE VALID"
2. If the WSI is populated and the NC code equals HCED, HCEM, HC-D, or HC-M, the ASR will be rejected as a Fatal Edit with the following verbiage:
"INVALID NC CODE FOR WSI = N"

If DS1 service is ordered to a cell site, the WSI field must be populated. Customers who do not populate the field may experience provisioning delays and need to cancel their existing ASR and reissue their request as an Inquiry ASR

If you have any questions, please contact your Account Manager.

Service Inquiry Job Aid

Carriers can submit a Service Inquiry through CSG. A Service Inquiry allows a carrier to query Verizon on its ability to provide a particular type and/or quantity of like service at some future date.

The Inquiry ASR process is limited to Request Type (REQTYP) E and S and consists of four steps. Visit the [Access Business Rules](#) for detailed form and field usage information.

Step 1

Service Request (SR)

The carrier will submit an ASR, REQTYP EA or SA. The second position of A denotes that the ASR is an inquiry submitted to Verizon requesting information regarding Verizon's ability to provide the requested service.

Step 2

Service Request Confirmation (SRC)

Verizon initiates this step in response to the SR sent in step 1. Verizon will provide a response mechanically via a confirmation (the SRC) within 10 business days of receipt of a complete and accurate SR and will send an email with pertinent and contingent information. The information provided is valid for 60 calendar days from receipt of the SRC.

Notes: If a FIRM order is not received within the 90-calendar day timeframe, the SR will be canceled.

If an email address is not provided in the INIT EMAIL field of the ASR, an Engineering Request Form (ERF) cannot be provided.

Step 3

Firm Order (FO)

When the carrier is ready to submit a FO, the carrier will submit an ASR with REQTYP= EC or SC. The second position of C will indicate that the request has completed Steps 1 and 2 and the carrier now wishes to place a firm order using the same Purchase Order Number (PON) as the original SR.

Note: Once the request has reached FO status, it cannot revert to SR status (Step 1).

Step 4

Firm Order Confirmation (FOC) or Design and Order Confirmation (DOC).

Verizon initiates this step in the process in response to a FO submitted by the carrier.

Note: The carrier may choose to initially place a FO with a REQTYP=ED or DS. The D denotes that an inquiry ASR was NOT submitted prior to this FO.

However, if Verizon determines that the inquiry process must be completed prior to submission of a FO, a C/NR form indicating Clarification Note Type (CNT)=K will be returned to the carrier advising that the SR has been canceled and the carrier must issue a SR, REQTYP=EA or SA.

Note: A FO cannot be changed to a SR via a Supplemental ASR.

Verizon will FATAL the ASR if:

- REQTY 2nd position=A, and REQTY 1st position does not =E/S
- REQTY=EA, and 1st character of PRILOC and/or SECLOC=E and WKTEL is blank
- REQTY=SA, and 1st character of SECLOC =E and WKTEL is blank
- REQTY=EA/SA or EC/SC and ACT does not equal N
- REQTY=EB/EE/SB/SE
- REQTY=EC/SC and no previous EB/SB found in provider's system
- REQTY=EC/SC and no previous EC/SC found in provider's system, SUP is prohibited
- REQTY=EA/SA, and SUP=2 or 3

REQTY=ED/SD and provider's system finds EB/SB with same CCNA and PON

For further information on Service Inquiry, please visit the [ASR Order Processing – Service Inquiry](#) module of the CSG Web Based Training.