

CFA Roll/Hot Cut Request Job Aid

VFO Product - SA 2-Point

Date	Revision
05/01/2020	New

PURPOSE

The purpose of the job aid is to provide documentation for processing CFA Roll/Hot Cuts

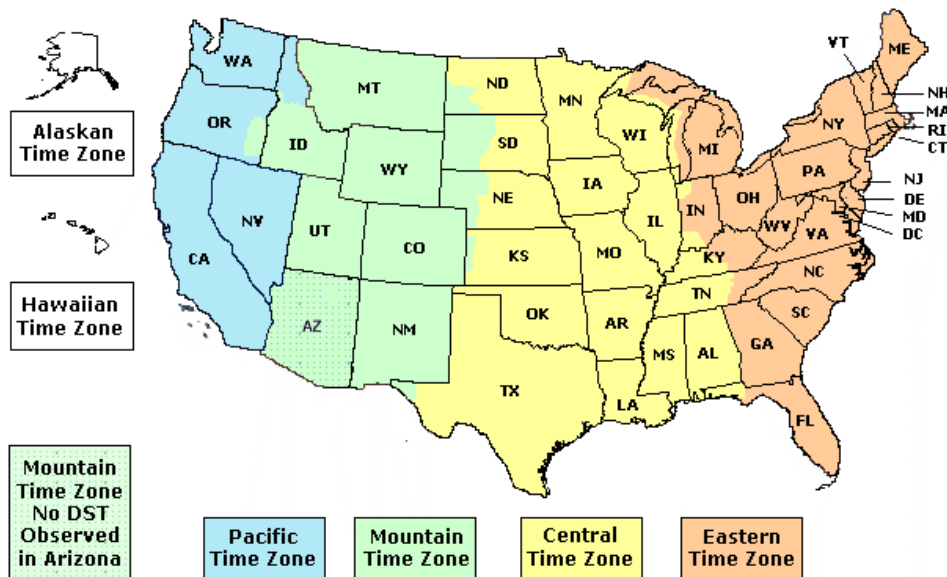
Valid ICSC Codes Include: FV03

Definition

Hot CUT is a Near-simultaneous disconnection of a working circuit on a carrier's switch, and the reconnection of that circuit to a port on a different carrier's switch, without any significant out-of-service period.

Process

1. The Access Service Request (ASR) can be issued as 2 orders (ACT = D and ACT = N) these 2 PONs must be tied together by using the RPON field.
2. Customers can also issue this change with an ACT = C PON. In this case the RPON field is not used.
3. Customer's must place any iteration of 'HOT CUT' in the Project field of the ASR
4. If Customer requests an After-Hours Hot Cut, the following fields are required to be populated or the ASR will be clarified for a supplement. Northwest Fiber's Normal Business hours are 7am to 6pm Local time.
 - a. Frame Due Time (FDT) Field
 - b. If Frontier is required to join a conference call, the Conference Bridge Telephone Number (CB_TEL_NO) field is required.
 - c. FDT (POS 1) Time Zone must match the State of the Circuit
 - Example: If State on ASR is 'CA' then FDT (POS 1) must equal 'P'



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Arizona is in the Mountain Time Zone and does not observe daylight saving time except in the Navajo Indian Nation. To view the current time in Arizona select from the state menu below.

ASR EXAMPLE - 1

ACT = N with RPON to Disconnect ASR

Customer is requesting New CFA with MUXLOC Change.
ACTL is remaining the same as on Disconnect

001 - Access Service Request (ASR)

Administrative Section

Field	Description	Example
CCNA	Customer Carrier Name Abbreviation	customer provided
PON	Purchase Order Number	customer provided Note: This Field is Controlled by Customer
VER	Version Identification	customer provided Note: This Field is Controlled by Customer
ICSC	Interexchange Customer Service Center	FV03
DDD	Desired Due Date	Standard Interval
FDT	Frame Due Time	E1230A
PROJECT	Project	Hotcut
REQTYP	Requisition Type and Status	S
ACT	Activity	N
LATA	Local Access Transport Area	numeric
RTR	Response Type Requested	F
CUST	Customer Name	JOHN J. SMITH
UNIT	Unit Identification	C
PIU	Percentage of Interstate Usage	100
ACTL	Access Customer Terminal Location	ACTL CLLI (REQTYP S)
APOT	Additional Point of Termination	11 Character CLLI
RPON	Related Purchase Order Number	PON of Disconnect order associated with CFA Roll
ASC-EC	Access Service Coordination - Exchange Company	Only needs to be populated on meet point services. Example entry CZ05
CKR	Customer Circuit Reference	Customer circuit ID
ECCKT	Exchange Company Circuit ID	Existing circuit id
QTY	Quantity	1
SPEC	Service and Product Enhancement Code	See list of Valid SPEC Codes https://wholesale.ziptyfiber.com/wholesale/access-services/access-reference-documents .
BAN	Billing Account Number	Provide BAN or E = Existing
REMARKS	Remarks	Hot Cut, Please work after hours



Bill Section

Field	Description	Example
BILLNM	Billing Name	XYZ Corporation
SBILLNM	Secondary Billing Name	Accounts Receivable
ACNA	Access Customer Name Abbreviation	XXX
FUSF	Federal Universal Service Fee	E or N Note: Refer to the ASOG FUSF field Notes for Assessed or Exempted rules
STREET (Bill)	Street Address (BILL)	125 E Main Street
CITY (Bill)	City (BILL)	Any Town
STATE (Bill)	State/Province (BILL)	IN
ZIP CODE (Bill)	Zip Code (BILL)	99999
PNUM	Promotion Number	Contains the Forbearance number associated with the request

Contact Section

Field	Description	Example
INIT	Initiator	James Jones
TEL NO (INIT)	Telephone Number (Initiator)	800-888-1234
DSGCON	Design/Engineering Contact	William Moore
TEL NO (DSG CON)	Telephone Number (Design Contact)	314-555-1234
DRC	Design Routing Code	AN3
STREET (DSG CON)	Street Address (Design Contact)	123 Market Street
CITY (DSG CON)	City (Design Contact)	Any Town
STATE (DSG CON)	State/Province (Design Contact)	IN
ZIP CODE (DSG CON)	Zip Code (Design Contact)	99999
IMPCON	Implementation Contact	Jane Smith
TEL NO (IMP CON)	Telephone Number (Implementation Contact)	714-555-7899

005 - Transport Request - Service Detail

Field	Description	Example
NC	Network Channel Code	NC code; Note: Customers must refer to iconectiv for accurate NC/NCI/SECNCI combinations or refer to the NC/NCI/SECNCI job aid found at https://wholesale.ziptyfiber.com/wholesale/access-services/access-reference-documents .
NCI	Network Channel Interface Code	NCI code; Note: Customers must refer to iconectiv for accurate NC/NCI/SECNCI combinations or refer to the NC/NCI/SECNCI job aid found at https://wholesale.ziptyfiber.com/wholesale/access-services/access-reference-documents .
SECNCI	Secondary Network Channel Interface Code	SECNCI; Note: Customers must refer to iconectiv for accurate NC/NCI/SECNCI combinations or refer to the NC/NCI/SECNCI job aid found at https://wholesale.ziptyfiber.com/wholesale/access-services/access-reference-documents .
CFA	Connecting Facility Assignment	New CFA
MUXLOC	Mux Location	Non ACTL CLLI of the NEW CFA

015 - Service Address Location (SALI)

Primary Location Section Field	Description	Example
REF NUM (1)	Reference Number	23
PI	Primary Location Indicator	N
EUNAME	End User Name	XYC CORPORATION
SANO	Address Number	450
SASD	Street Directional Prefix	SW
SASN	Street Name	ONE CITY CENTER
CITY	City	Rochester
SATH	Street Type	LN
ZIP CODE	Zip Code	99999
LCON	Local Contact	John Smith
ACTEL	Access Telephone Number	585-123-4567

018 - Multi-EC

Access Service Coordination Company Detail

Field	Description	Example
ICSC	Interexchange Customer Service Center (ASC-EC)	ICSC code of controlling company i.e. FV03
BAN	Billing Account Number (ASC-EC)	Billing account number of controlling company - i.e. E (for existing)
HBAN	High Capacity Billing Account Number (ASC-EC)	Billing account number of controlling company - i.e. E (for existing)

Other Exchange Company Detail Section

An entry is needed for EACH company involved with the service request

Field	Description	Example
ICSC	Interexchange Customer Service Center (OEC-EC)	ICSC code of the non-controlling company i.e. SW04
OECTACT	Other Exchange Company Activity	Only valid entry is K for cancel
BAN	Billing Account Number (OEC-EC)	Billing account number of non-controlling company - i.e. E (for existing)
HBAN	High Capacity Billing Account Number (OEC-EC)	Billing account number of non-controlling company - i.e. E (for existing)



ACT = D with RPON to Disconnect ASR

Customer is requesting New CFA with MUXLOC Change on ACT = N

001 - Access Service Request (ASR)

Administrative Section

Field	Description	Example
CCNA	Customer Carrier Name Abbreviation	customer provided
PON	Purchase Order Number	customer provided Note: This Field is Controlled by Customer
VER	Version Identification	customer provided Note: This Field is Controlled by Customer
ICSC	Interexchange Customer Service Center	FV03
DDD	Desired Due Date	Standard Interval
FDT	Frame Due Time	E1230A
PROJECT	Project	Hotcut
REQTYP	Requisition Type and Status	S
ACT	Activity	D
LATA	Local Access Transport Area	numeric
RTR	Response Type Requested	F
CUST	Customer Name	JOHN J. SMITH
UNIT	Unit Identification	C
PIU	Percentage of Interstate Usage	100
ACTL	Access Customer Terminal Location	ACTL CLLI (REQTYP S)
APOT	Additional Point of Termination	11 Character CLLI
RPON	Related Purchase Order Number	PON of New Install order associated with CFA Roll
ASC-EC	Access Service Coordination - Exchange Company	Only needs to be populated on meet point services. Example entry FV03
CKR	Customer Circuit Reference	Customer circuit ID
ECCKT	Exchange Company Circuit ID	Existing circuit id
QTY	Quantity	1
SPEC	Service and Product Enhancement Code	See list of Valid SPEC Codes – BASED ON PRIDUCT https://wholesale.ziptyfiber.com/wholesale/access-services/access-reference-documents
BAN	Billing Account Number	Provide BAN or E = Existing
REMARK S	Remarks	Hot Cut, Please work after hours



005 - Transport Request - Service Detail

Field	Description	Example
NC	Network Channel Code	NC code of existing circuit
NCI	Network Channel Interface Code	NCI code of existing circuit
SECNCI	Secondary Network Channel Interface Code	SECNCI code of existing circuit
CFA	Connecting Facility Assignment	Existing CFA
MUXLOC	Mux Location	Non ACTL CLLI of the Existing CFA

015 - Service Address Location (SALI)

Primary Location Section Field	Description	Example
REF NUM (1)	Reference Number	23
PI	Primary Location Indicator	N
EUNAME	End User Name	XYC CORPORATION
SANO	Address Number	450
SASD	Street Directional Prefix	SW
SASN	Street Name	ONE CITY CENTER
CITY	City	Rochester
SATH	Street Type	LN
ZIP CODE	Zip Code	99999
LCON	Local Contact	John Smith
ACTEL	Access Telephone Number	585-123-4567

018 - Multi-EC

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Other Exchange Company Detail Section

An entry is needed for EACH company involved with the service request

Field	Description	Example
ICSC	Interexchange Customer Service Center (OEC-EC)	ICSC code of the non-controlling company i.e. SW04
OECTACT	Other Exchange Company Activity	Only valid entry is K for cancel
BAN	Billing Account Number (OEC-EC)	Billing account number of non-controlling company - i.e. E (for existing)
HBAN	High Capacity Billing Account Number (OEC-EC)	Billing account number of non-controlling company - i.e. E (for existing)

ASR EXAMPLE - 2

ACT = C CFA ROLL

Customer is requesting New CFA with MUXLOC Change. ACTL and End User are staying the same. If ACTL or End User location change, then must be issued as ACT = D and N

001 - Access Service Request (ASR)

Administrative Section

Field	Description	Example
CCNA	Customer Carrier Name Abbreviation	customer provided
PON	Purchase Order Number	customer provided Note: This Field is Controlled by Customer
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ICSC	Interexchange Customer Service Center	FV03
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LATA	Local Access Transport Area	numeric
RTR	Response Type Requested	F
CUST	Customer Name	JOHN J. SMITH
UNIT	Unit Identification	C
PIU	Percentage of Interstate Usage	100
ACTL	Access Customer Terminal Location	ACTL CLLI (REQTYP S)
APOT	Additional Point of Termination	11 Character CLLI
RPON	Related Purchase Order Number	BLANK on CFA Change ACT = C
ASC-EC	Access Service Coordination - Exchange Company	Only needs to be populated on meet point services. Example entry FV03
CKR	Customer Circuit Reference	Customer circuit ID
ECCKT	Exchange Company Circuit ID	Existing circuit id
QTY	Quantity	1
SPEC	Service and Product Enhancement Code	SEE SPEC CODE List
BAN	Billing Account Number	Provide BAN or E = Existing
REMARKS	Remarks	Hot Cut, Please work after hours



Bill Section

Field	Description	Example
BILLNM	Billing Name	XYZ Corporation
SBILLNM	Secondary Billing Name	Accounts Receivable
ACNA	Access Customer Name Abbreviation	XXX
FUSF	Federal Universal Service Fee	E or N Note: Refer to the ASOG FUSF field Notes for Assessed or Exempted rules
STREET (Bill)	Street Address (BILL)	125 E Main Street
CITY (Bill)	City (BILL)	Any Town
STATE (Bill)	State/Province (BILL)	IN
ZIP CODE (Bill)	Zip Code (BILL)	99999
PNUM	Promotion Number	Contains the Forbearance number associated with the request

Contact Section

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INIT	Initiator	James Jones
TEL NO (INIT)	Telephone Number (Initiator)	800-888-1234
DSGCON	Design/Engineering Contact	William Moore
TEL NO (DSG CON)	Telephone Number (Design Contact)	314-555-1234
DRC	Design Routing Code	AN3
STREET (DSG CON)	Street Address (Design Contact)	123 Market Street
CITY (DSG CON)	City (Design Contact)	Any Town
STATE (DSG CON)	State/Province (Design Contact)	IN
ZIP CODE (DSG CON)	Zip Code (Design Contact)	99999
IMPCON	Implementation Contact	Jane Smith
TEL NO (IMP CON)	Telephone Number (Implementation Contact)	714-555-7899

005 - Transport Request - Service Detail

Field	Description	Example
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NCI	Network Channel Interface Code	NCI code
SECNCI	Secondary Network Channel Interface Code	SECNCI
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HBAN	High Capacity Billing Account Number (ASC-EC)	Billing account number of controlling company - i.e. E (for existing)

Other Exchange Company Detail Section

An entry is needed for EACH company involved with the service request

Field	Description	Example
ICSC	Interexchange Customer Service Center (OEC-EC)	ICSC code of the non-controlling company i.e. SW04
OECACT	Other Exchange Company Activity	Only valid entry is K for cancel
BAN	Billing Account Number (OEC-EC)	Billing account number of non-controlling company - i.e. E (for existing)
HBAN	High Capacity Billing Account Number (OEC-EC)	Billing account number of non-controlling company - i.e. E (for existing)

Disclaimer: This is an ASR Sample. There are other ASOG fields not included in this documentation. Please refer to ASOG for all field definitions. You may also reference Northwest Fiber's Custom Business rules: <https://wholesale.ziptyfiber.com/wholesale/access-services/access-reference-documents>

For further assistance, please contact your Account Manager.