



# Optical Transport Service “FOTS” ACT R VTA and or PNUM Changes

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## Carrier Services

**Jurisdiction: FV03**  
**Effective Date: 05/01/2020**  
**Revised Date:**



## Optical Transport Service "FOTS" ACT R VTA and or PNUM Changes

### **Overview**

This Job Aid can be used for changing the VTA and or the PNUM. The change will be done using an Activity of R. A REQ TYP of ED or SD will be used depending on the original request that was submitted.



## ASR ACT R REQ TYP ED or SD – ADMIN FORM

<b>ASR FORM - ADMINISTRATIVE</b>		
<b>FIELD</b>	<b>ENTRY</b>	<b>Required, Conditional or Optional</b>
CCNA	Populate what is existing currently on Circuit	Required
PON	Customers PON	Required
DDD	2 Business Days	Required
REQ TYP	ED or SD	Required
ACT	R	Required
RTR	F - Send FOC only N - No response required	Required
QSA	02 -Required for REQ TYP ED 01 -If original order was REQ TYP SD and had ACTL to an End User	Required for REQ TYP = ED Or Optional for REQ TYP SD
PIU	100	Required
BAN	E or Fully Populated Current BAN	Required
ECCKT	Existing Circuit ID	Required
ACTL	For REQ TYP SD only	Required for REQ TYP = SD
QTY	1	Required
TSP	Example: TSP12345C-E1 Required if field was populated on original order	Conditional
SPEC	Populate what is existing currently on Circuit (Position 1-3 = VEL or FOT)	Required
<b>BILLING</b>		
<b>FIELD</b>	<b>ENTRY</b>	<b>ASR Activity Type</b>
ACNA	Populate what is existing currently on Circuit	Required
VTA	Populate what is existing currently on Circuit or if changing, use new value (12, 24, 36 or 60)	Required
PNUM	Populate what is existing currently on Circuit or if changing, use new value	Required
<b>CONTACT</b>		
<b>FIELD</b>	<b>ENTRY</b>	<b>ASR Activity Type</b>
INIT	Identifies the customer employee who originated this request	Required
INITIATOR TEL	Identifies the telephone number of the customer employee who initiated this request	Required
INIT EMAIL	Identifies the electronic mail address of the initiator	Optional
IMPCON	Identifies the customer employee or office responsible for control of installation and completion	Required
IMPCON TEL	Identifies the telephone number of the implementation contact	Required



## REQTYP SD – TRANSPORT FORM

TRANSPORT – REQ TYP SD		
FIELD	ENTRY	ASR Activity Type
NC	Populate what is currently on CKT	Required
NCI	Populate what is currently on CKT	Required
SECNCI	Populate what is currently on CKT	Required
S25	Populate what is on original request	Optional
SECLOC	E	Required
CCEA	Required if ACTL is Collocated	Optional
SR	Populate what is on original request	Required
SALI – Service Address Information		
FIELD	ENTRY	ASR Activity Type
PI	Y	Required
EUNAME	End User's Name	Required
SANO	Required if field was populated on original order	Conditional
SASN	End User's Street	Required
SATH	Required if field was populated on original order	Conditional
SASS	Required if field was populated on original order	Conditional
LD1	Required if field was populated on original order	Conditional
LV1	Required if field was populated on original order	Conditional
LD2	Required if field was populated on original order	Conditional
LV2	Required if field was populated on original order	Conditional
LD3	Required if field was populated on original order	Conditional
LV3	Required if field was populated on original order	Conditional
CITY	Populated what was on original order	Required
STATE	Populated what was on original order	Required
ZIP	Populated what was on original order	Required



## REQTYP ED - EUSA FORM

EUSA – REQTYPE		
FIELD	ENTRY	ASR Activity Type
NC	Populate what is currently on CKT	Required
NCI	Populate what is currently on CKT	Required
SECNCI	Populate what is currently on CKT	Required
SR	Populate what is currently on CKT	Optional
SALI - Primary Location Service Address Information		
FIELD	ENTRY	ASR Activity Type
PRILOC	E	Required
CFA	Required if riding a higher-level facility	Optional
SR	Populate what is currently on CKT	
SALI – Service Address Information		
FIELD	ENTRY	ASR Activity Type
PI	Y	Required
EUNAME	End User's Name	Required
SANO	Required if field was populated on original order	Conditional
SASN	End User's Street	Required
SATH	Required if field was populated on original order	Conditional
SASS	Required if field was populated on original order	Conditional
LD1	Required if field was populated on original order	Conditional
LV1	Required if field was populated on original order	Conditional
LD2	Required if field was populated on original order	Conditional
LV2	Required if field was populated on original order	Conditional
LD3	Required if field was populated on original order	Conditional
LV3	Required if field was populated on original order	Conditional
CITY	Populated what was on original order	Required
STATE	Populated what was on original order	Required
ZIP	Populated what was on original order	Required
SALI - Secondary Location Service Address Information		
FIELD	ENTRY	ASR Activity Type
SECLOC	Populated what was on original order	Required
CFA	Required if riding a higher-level facility	Optional
SALI – Service Address Information		
FIELD	ENTRY	ASR Activity Type
EUNAME	End User's Name	Required
SANO	Required if field was populated on original order	Conditional
SASN	End User's Street	Required
SATH	Required if field was populated on original order	Conditional
SASS	Required if field was populated on original order	Conditional
LD1	Required if field was populated on original order	Conditional
LV1	Required if field was populated on original order	Conditional
LD2	Required if field was populated on original order	Conditional
LV2	Required if field was populated on original order	Conditional
LD3	Required if field was populated on original order	Conditional
LV3	Required if field was populated on original order	Conditional
CITY	Populated what was on original order	Required
STATE	Populated what was on original order	Required
ZIP	Populated what was on original order	Required



## Change Log

Date	Page Number	Change