

National Numbering Plan Guidelines

1.0 Purpose and Scope of This Document

This document specifies guidelines for the assignment of numbering resources within the Guyana National Numbering System including central office (CO) codes or NXX, also referred to as billing area codes. The NXX is the first three digits of the seven digit National Telephone number (NXX XXXX), where N represents any digit 2 - 9 and X any digit 0 - 9.

Examples of uses for the number resources for which these guidelines apply include plain old telephone service (POTS), Centrex, Direct Inward Dialing (DID), cellular service, data lines, facsimile, coin phones, and customer owned pay phones

2.0 Assumptions and Constraints

Guyana Numbering Plan resources, including those covered in these guidelines are administered by the National Frequency Management Unit. The Guyana Numbering Plan is the basic numbering scheme for the Public Switched Telephone Network in Guyana.

The Numbering resources are considered a public resource and are not owned by the assignees. Consequently, the resources cannot be sold, brokered, bartered, or leased by the assignee for a fee or other consideration.

Audits of the code applicants/holders may be performed to:

- 1) ensure uniformity in application of these guidelines by the code applicant / holder
- 2) ensure consistent application of these guidelines by the number resource applicant / assignee
- 3) ensure compliance with these guidelines by number resource applicants/assignees and
- 4) ensure the efficient and effective use of number resources

3.0 Assignment Principles

The following assignment principles apply to all aspects of the National Numbering Guidelines:

The national number resource is a finite resource that should be used in the most effective and efficient manner possible. All applicants and potential users of the national number resource are required to provide to the National Frequency Management Unit, which is the National Numbering Plan Administrator, the technical and, for an additional code request, quantitative support for their code requests.

Numbering Resources shall be assigned in a fair and impartial manner to any applicant that meets the criteria for assignment as detailed in Section 4.0.

Applicants for any number resource including central office codes must comply with all applicable governmental regulations relative to the services they wish to provide.

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Number resources may be assigned in multiples of 1000 on a case-by-case basis depending on the situation and justification supplied by the applicant.

The assignee shall utilize the assigned number resource in a logical, systematic and sequential manner in ascending order for each rate center

4.0 Criteria for the Assignment of Number Resources

The assignment criteria in the following sections shall be used by Administrator in reviewing a number resource assignment request from a service provider for an initial and/or an portion of numbers:

CO codes (NXXs) are assigned to entities for use at a Switching Entity or Point of Interconnection they own or control.

The applicant must certify a need for number resources, e.g., provision of wireline or wireless service in the Public Switched Telephone Network.

When applying for additional number resource within a rate center for growth, each assignee will certify that existing numbers for the switching entity/POI (Point of Interconnection), per service provided by that switching entity or POI, will exhaust within 12 months and *must* have supporting data which covers:

1. Telephone Numbers (TNs) Available for Assignment
2. Growth history for 6 months
3. Projected demand for the coming 12 months

When applying to the Administrator for additional NXX, applicants will have to certify that existing 1000 blocks for the rate center will exhaust within 9 months and will have documented and be prepared to supply supporting data to the Administrator in the form of:

1. Thousand blocks available for assignment
2. Growth history of blocks for the past 9 months
3. Projected demand for blocks in the next 9 months

Reservation of codes is permitted if the applicant can demonstrate the reservation of the code is essential to accommodate technical or planning constraints or pending regulatory approval of a tariff and/or certification /registration. If a reserved code is not activated within twelve months, the code will be released from reservation.

The applicant must submit an NXX request form certifying that a need exists for an NXX assignment to a point of interconnection or a switching entity due to routing, billing, regulatory, or tariff requirements.

The applicant must be licensed or certified to operate in the area, if required, and must demonstrate that all applicable regulatory authority required to provide the service for which

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the number resource is required has been obtained.

When a single switching entity/POI provides access for multiple carriers (i.e., wireless and wireline carriers), and the need for numbers for either carrier is less than a full code (10,000 numbers), the unused numbers from an NXX code serving one of these carriers can be made available for any carrier served by the switching entity/POI.

The Central Office Code (NXX) 911 is not to be assigned as a central office code to any service provider so as to avoid potential conflict with emergency services.

5.0 Responsibilities of Number Resource Assignees

The number resource assignees must utilize the assigned number resource consistent with these guidelines. This includes participation in the audit process necessary to assess number resource utilization and efficiency.

It is the responsibility of the number resource assignees to obtain a copy of the most recent guidelines

The number resource assignees are to submit annual reports to the administrator on updated number resource utilization

5.1 The Application Process

Application(s) for number resources are to be submitted to the National Frequency Management Unit at least three (3) months and not more than six (6) months before it is required.

The number resource applicant shall certify that to the best of his/her knowledge necessary governmental/regulatory authorization has been obtained to provide the service(s) for which the code is being requested.

5.2 Information Required for Code Activation

For electro-mechanical switches, the technical analysis must be performed to determine the appropriate CO code (NXX) to request.

5.3 Forecast Reporting Requirements

Three year forecast reports from number resource assignees, will be completed and submitted to the Administrator on an annual basis.

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5.4 Utilization Reporting Requirements

Utilization reports will be completed and submitted to the Administrator annually. Such reports should include number resource utilization by the assignee since the last reporting date.

6.0 Code Use

Code assignments are made subject to the conditions listed in Sections 3 and 4. A code assigned by the Administrator should be placed in service within 6 months after the effective date. If the assignee no longer has need for the code, the code should be returned to the Administrator for reassignment. If it is determined through the audit process or other means that a code is not in use after 1 year as noted above, the Administrator will request the return of the code. This period may be extended for up to one year with reasonable justification supplied by the code assignee.

7.0 Reporting Requirements

Assignee/Code Holder Responsibility

A Number resource assignee shall return the number resources, if:

- it is no longer needed for the purpose for which it was certified and assigned
- the service it was assigned for is discontinued, or
- the number resources was not activated within the time frame specified in these guidelines.

In the latter case, the assignee may apply to the administrator for an extension date. Such an extension request must include the reason for the delay and a new activation time commitment.

8.0 Maintenance of These Guidelines

It may be necessary to modify the guidelines periodically to meet changing and unforeseen circumstances. Questions regarding the maintenance of the guidelines may be directed to:

Chief Executive Officer
National Frequency Management Unit
68 Hadfield Street, D'Urban Park,
Georgetown, Guyana.
Tel.: #: 592-226-2233 / 3976
Fax: #: 592-226-7661
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Requests for changes to these guidelines should be directed to the National Frequency Management Unit.