



# Canadian Numbering Administrator Administrateur de la numérotation canadienne

---

Date: 13 June 2024

BY EMAIL

To: **Current and Prospective Canadian Central Office (CO) Code Holders in Geographic Relief Planning NPAs and Non-Geographic (6YY) NPAs**

Subject: **Inputs required for July 2024 Relief Planning and Special Numbering Resource Utilization Forecasts (R- & S-NRUFs)**

On 30 October 2023, the Canadian Numbering Administrator (CNA) was directed by letter from the Canadian Radio-television and Telecommunications Commission (CRTC) to:

limit the assignment of geographic CO codes to the July 2023 round of Numbering Resource Utilization Forecast (NRUF) on a yearly, per carrier, and per Numbering Plan Area (NPA) complex basis, for all carriers, and 80% of the forecasts for any carrier who has forecasted more than 20 codes for any given year and NPA complex.

A follow-up letter from the CNA to the CRTC, to which CRTC staff subsequently concurred on 15 November 2023, indicated that the CNA would follow some assumptions implementing the direction. Specifically related to NRUFs, the CNA would request two (2) versions of the NRUF for Geographic NPAs:

- i. Form 1 shall contain the frozen submission data up to 1 January 2029, with subsequent years not being frozen.
- ii. Form 2 shall contain submission data that is not frozen, showing the forecasts without CO Code assignment restrictions.

Additionally, during CSCN 126, held on 13 June 2023, the CSCN directed the CNA to include Non-Geographic (6YY) numbering resources in the July NRUF until being told to stop by the CSCN or CRTC.

Accordingly, based on the above stated direction, assumptions and the guidelines approved by and Decisions made by the CRTC, current and prospective Central Office (CO) Code Holders are required to submit inputs to the CNA for NRUFs.

The required NRUF inputs are:

- a) **Geographic R- NRUFs (Form 1 and Form 2)** – the 2024 Relief Planning NRUFs, due by **29 July 2024**.

Relief Planning NRUFs for the following eight (8) NPA complexes:

- i. 236/250/257/604/672/778
- ii. 249/683/705
- iii. 289/365/742/905
- iv. 343/613/753
- v. 367/418/581



# Canadian Numbering Administrator Administrateur de la numérotation canadienne

---

- vi. 368/403/587/780/825
- vii. 416/437/647/942
- viii. 782/902

- b) **Non-Geographic S-NRUF** – the July 2024 Special NRUF for Non-Geographic (6YY) NPAs, due by **29 July 2024**;

It is not necessary to complete any of the forms listed above if there is no data to submit, however an email to indicate that your company does not have and is not intending to have any of these resources over the period from 1 July 2024 to 1 January 2030 should be sent to the CNA to avoid unnecessary follow up.

It is **preferable** that all completed July 2024 NRUF forms be submitted by email to [nruf@cnac.ca](mailto:nruf@cnac.ca).

Alternatively, the completed worksheets can also be sent via regular mail or courier to the following address:

CNA NRUF Coordinator  
July 2024 NRUF  
Canadian Numbering Administrator  
880 Taylor Creek Drive, Room 102  
Orleans ON K4A 0Z9  
Tel: 613-702-0016

- a) **Geographic R-NRUF**

The *Canadian Numbering Resource Utilization Forecast (C-NRUF) Guideline, Version 5.1 (C-NRUF Guideline)* requires all current and prospective CO Code Holders to submit actual and forecast quantities of CO Codes as input for the annual G-NRUF. The G-NRUF is required by the CNA to project Canadian Numbering Plan Area (NPA) exhaust dates and aids the North American Numbering Plan Administrator (NANPA) in projecting North American Numbering Plan (NANP) exhaust.

When NPAs enter the timeframe for Relief Planning NRUFs (R-NRUFs) in accordance with the C-NRUF Guideline (about 72 months), initial R-NRUFs are conducted. The C-NRUF Guideline requires subsequent R-NRUFs be conducted semi-annually until 3 months before the Relief Date to monitor CO Code forecast changes prior to implementing relief.

Additionally, all current and prospective CO Code Holders in Canadian Geographic NPAs are required to provide actual and forecast CO Code quantities using the July 2024 R- & S-NRUF worksheet including both a Form 1 and Form 2 version.



# Canadian Numbering Administrator Administrateur de la numérotation canadienne

---

The forecast amounts in the Form 1 version cannot exceed the forecast amounts submitted to the CNA at or before the July 2023 NRUF for all geographic NPAs in years 2024 through 2029. The amount for 2030 is unrestricted.

The Form 2 version is an unrestricted forecast where carriers should include the amounts they would forecast if there were no restrictions in place.

The July 2024 R- and S-NRUF worksheet is available at <https://www.cnac.ca/NRUF/NRUF.htm#LatestForms>. See Annex A for instructions for the July 2024 R- & S-NRUF worksheet. Completed NRUF worksheets must be returned to the CNA no later than **29 July 2024**.

## **b) Non-Geographic S-NRUF**

The *Canadian Non-Geographic Code Assignment Guideline* requires all current and prospective Code Holders to submit actual and forecast quantities of NXXs for Non-Geographic (6YY) NPAs as input for the annual G-NRUF. Additionally, during CSCN 126, the CSCN directed the CNA to request a forecast for 6YY numbering resources during the July R-NRUF process. The NRUF is required by the CNA to project Canadian NPA exhaust dates and aids the NANPA in projecting NANP exhaust.

All current and prospective Code Holders using Non-Geographic Codes (i.e., NPA 622/633) are required to provide actual and forecast Code quantities using the July 2024 R- & S-NRUF worksheet. Accordingly, all current and prospective Code Holders must complete the Non-Geographic (i.e., 6YY or NPA 622/633) section of the July 2024 R- & S-NRUF worksheet.

The July 2024 R- & S-NRUF worksheet is available at <https://www.cnac.ca/NRUF/NRUF.htm#LatestForms>. See Annex B for instructions for the July 2024 R- & S-NRUF worksheet. Completed July 2024 R- & S-NRUF worksheets must be returned to the CNA no later than **29 July 2024**.

All CO Code Holder inputs will be treated as confidential in accordance with the Guideline. Aggregate NRUF results will be posted on the CNA website at: <https://www.cnac.ca/NRUF/NRUF.htm#Results> once the information has been consolidated by the CNA and reviewed by CRTC staff.

If you have any questions or concerns regarding the NRUFs, please contact the CNA NRUF Coordinator at [NRUF@cnac.ca](mailto:NRUF@cnac.ca).

Thank you for your cooperation.

Sincerely,

**Sent via email by**



# Canadian Numbering Administrator Administrateur de la numérotation canadienne

---

Kelly T. Walsh  
Program Manager  
Canadian Numbering Administrator

## Annexes

c.c.: Michel Murray, CRTC staff  
Alexander Pittman, CRTC staff  
Étienne Robelin, CRTC staff

## ANNEX A Geographic R-NRUF Instructions

These instructions are for the geographic section of the July 2024 R- & S-NRUF worksheet. For additional information see the *Canadian Numbering Resource Utilization Forecast (C-NRUF) Guideline* at <https://crtc.gc.ca/cisc/eng/cisf3fg.htm>. The term CO Code Holder used below refers to the representative of the current or prospective CO Code Holder who submits the July 2024 R- & S-NRUF worksheet.

- 1) CO Code Holders must review the C-NRUF Guideline and these instructions before completing the July 2024 R- & S-NRUF worksheet.
- 2) If a CO Code Holder has more than one Operating Company Number (OCN), a separate July 2024 R- & S-NRUF worksheet must be completed for each OCN assigned to that CO Code Holder.
- 3) Each CO Code Holder that holds any assigned or reserved CO Codes in any Canadian NPA or that intends to obtain any such CO Codes by 1 January 2030 must complete the July 2024 R- & S-NRUF worksheet.
- 4) Each current and prospective CO Code Holder must complete both Form 1 (with forecast amounts limited to amounts provided on or before the July 2023 NRUF) and Form 2 (an unrestricted forecast).
- 5) All CO Code quantities entered on the July 2024 R- & S-NRUF worksheet should be whole numbers (i.e., 1, 2, 3, etc.) for both actual and forecast years. Actual and forecast entries should reflect the total quantity of assigned and reserved CO Codes as of the indicated date.
- 6) Plant Test Codes other than industry test codes 958 and 959 must be included in the quantities of CO Codes submitted by the CO Code Holder.
- 7) Codes that are in the process of being returned to the CNA shall be reported as assigned (i.e. held by the code holder) until such time as the return has been **confirmed by a completed Part 3 Confirmation form** from the CNA indicating the code return process has been completed.
- 8) Where the CO Code Holder's data is inconsistent with or indicates a significant difference from previously submitted NRUF data, the CO Code Holder shall submit a written explanation to the CNA in the "Remarks" section of the July 2024 R- & S-NRUF worksheet or in an attachment to assist the CNA in the assessment of the data.

CO Code Holders are requested to submit the July 2024 R- & S-NRUF worksheet to the CNA **as soon as it is completed** rather than waiting for the deadline. CO Code Holders must complete the worksheet and submit it to the CNA no later than **29 July 2024, preferably via email to [nruf@cnac.ca](mailto:nruf@cnac.ca)**.

Alternatively, the worksheet can be sent via regular mail or courier, as follows:

CNA NRUF Coordinator  
July 2024 NRUF

Canadian Numbering Administrator  
880 Taylor Creek Drive, Room 102  
Orleans ON K4A 0Z9  
Tel: 613-702-0016

If you have any questions concerning the worksheets or these instructions, contact the CNA NRUF Coordinator at [nruf@cnac.ca](mailto:nruf@cnac.ca).

**ANNEX B**  
**Non-Geographic S-NRUF Instructions**

These instructions are for the non-geographic section of the July 2024 R- & S-NRUF worksheet. For additional information see the *Canadian Non-Geographic Code Assignment Guideline* at: <http://www.crtc.gc.ca/cisc/eng/cisf3fg.htm>.

The term NXX Holder used below refers to the representative of the current or prospective NXX Holder who submits the non-geographic section of the July 2024 R- & S-NRUF worksheet.

- 1) NXX Holders must review the applicable Canadian Adjunct or Guideline and these instructions before completing the July 2024 Non-Geographic S-NRUF section of the worksheet.
- 2) If a NXX Holder has more than one Operating Company Number (OCN), a separate worksheet must be completed for each OCN assigned to that NXX Holder.
- 3) Each NXX Holder that holds any assigned or reserved NXXs in Non-Geographic NPAs (i.e., NPA 622 & 633) or intends to obtain any such NXXs by 1 January 2030 must complete the July 2024 Non-Geographic S-NRUF section of the worksheet.
- 4) Codes that are in the process of being returned to the CNA shall be reported as assigned (i.e. held by the code holder) until such time as the return has been **confirmed by a completed Form B Confirmation form** from the CNA indicating the code return process has been completed.
- 5) All NXX quantities entered on the worksheet should be whole numbers (i.e., 1, 2, 3, etc.) for both actual and forecast years. Actual and forecast entries should reflect the total quantity of assigned and reserved CO Codes as of 1 July or 1 January of each year (as indicated).
- 6) The Code Holder need only submit a written explanation concerning the input if it will assist the CNA in the assessment of the data.

Code Holders are requested to submit the July 2024 R- & S-NRUF worksheet to the CNA **as soon as it is completed** rather than waiting for the deadline. CO Code Holders must complete the worksheet and submit it to the CNA no later than **29 July 2024, preferably via email to [nruf@cnac.ca](mailto:nruf@cnac.ca)**.

Alternatively, the worksheet can be sent via regular mail or courier, as follows:

CNA NRUF Coordinator  
July 2024 NRUF  
Canadian Numbering Administrator  
880 Taylor Creek Drive, Room 102  
Orleans ON K4A 0Z9  
Tel: 613-702-0016

If you have any questions concerning the worksheets or these instructions, contact the CNA NRUF Coordinator at [nruf@cnac.ca](mailto:nruf@cnac.ca)