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**Canadian NPA 600 NXX Code Assignment Guideline**

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**Canadian NPA 600 NXX Code Assignment Guideline**

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**CANADIAN NPA 600 NXX CODE ASSIGNMENT GUIDELINE**

## **PURPOSE AND SCOPE**

* 1. This Guideline describes and specifies procedures for the assignment and administration of NXX Codes within NPA 600 and any other Canadian Non-Geographic Numbering Plan Area (NPA) Codes subject to this Guideline. The purpose of this Guideline is to provide guidance to the Canadian Numbering Administrator (CNA), Code Applicants and Code Holders with respect to the administration, assignment, activation, and use of NXX Codes within NPA 600 and any other Canadian Non-Geographic Numbering Plan Area (NPA) Codes subject to this Guideline, and the numbering resources contained therein.
	2. Within the NPA 600, the following 769 (count) NXX Codes have been removed from the NPA for assignment under this guideline and are therefore unassignable as an NPA 600 resource. Those NXX Codes are now administered as a resource under the *Canadian Non-Geographic Code Assignment Guideline*.

|  |  |  |  |
| --- | --- | --- | --- |
| **NPA** | **Start NXX** | **Finish NXX** | **Count** |
| 600 | 219 | 221 | 3 |
| 600 | 223 | 249 | 27 |
| 600 | 251 | 344 | 94 |
| 600 | 346 | 566 | 221 |
| 600 | 568 | 599 | 32 |
| 600 | 601 | 699 | 99 |
| 600 | 703 | 776 | 74 |
| 600 | 778 | 887 | 110 |
| 600 | 889 | 910 | 22 |
| 600 | 912 | 998 | 87 |

* 1. All references to NPA 600 in this Guideline shall apply equally to any other NPAs that may be assigned in the future as Canadian Non-Geographic NPA Codes subject to the provisions of this Guideline.
	2. NXX Codes in NPA 600 may be assigned to Canadian Telecommunications Service Providers (TSPs) for the provision of Non-Geographic Services. NXX Codes in NPA 600 are not associated with Exchange Areas like geographic CO Codes in geographic NPAs (e.g., CO Codes assigned for use in the Montreal Exchange Area in NPA 514). NXX Codes in NPA 600 are associated with the geographic area covered by Canada. Calls to telephone numbers in NPA 600 may terminate anywhere in Canada.
	3. Non-Geographic Services are telecommunications services that
1. are provided by Canadian TSPs,
2. are made available to customers located in Canada,
3. use telephone numbers in NPA 600 NXX Codes,
4. are accessible from public networks that have arranged to route calls to the NPA 600 NXX numbers used for the Non-Geographic Services, and
5. are approved by the CRTC, where the CRTC determines that such approval is necessary.
	1. Interconnection, routing, rating and settlements are not covered by this Guideline.
	2. Each assigned NPA 600 NXX Code is assigned to a specific Code Holder. This allows the TSP on whose network calls to the NPA 600 NXX Code are originated (i.e., originating TSP) to use the 6-digit NPA and NXX Code portion of the dialed telephone number to identify the TSP to which the call must be routed for completion (i.e., terminating TSP).
	3. As determined by the Telecommunications Service Provider on whose network the call is originated, users may access NPA 600 numbers by dialing
6. a prefix (e.g., 1 or 0) followed by the 10-digit NPA 600 number, or
7. the 10-digit NPA 600 number.
	1. This Guideline applies throughout Canada subject to Canadian governmental policies and regulatory requirements. The Canadian Radio-television and Telecommunications Commission (Commission or CRTC) is the telecommunications regulator for all TSPs in Canada. Under the Telecommunications Act, the Commission is authorized to administer numbering resources in Canada.
	2. Costs associated with NPA 600 NXX Code administration and assignments are not addressed in this Guideline.

## **ASSUMPTIONS AND CONSTRAINTS**

* 1. NPA 600 numbering resources are managed by the CNA and numbering resource assignees (i.e., NXX Code Holders) based on this Guideline under the oversight of the Commission.
	2. NPA 600 numbering resources are considered a public resource and are not owned by the assignees (i.e., the Code Holders or the Code Holders’ customers). Consequently, the resources cannot be sold, brokered, bartered, or leased by the assignee for a fee or other consideration except in a manner consistent with Commission direction (e.g., a Commission-approved tariff). If a resource is sold, brokered, bartered, or leased for a fee in a manner inconsistent with Commission direction, the resource is subject to reclamation by the CNA.
	3. If a business or portion of a business is sold to, merged with, or acquired by another TSP, the terms of the sale, merger or acquisition should not prohibit the transfer of an NPA 600 NXX Code to the party acquiring the business or portion of the business. A Code Holder who is the initial holder of an NXX Code or who has acquired the Code by a transfer because of a sale, merger or acquisition or other reason must use the NXX Code in a manner consistent with this Guideline. The original Code Holder shall advise the CNA when an NXX Code is to be transferred from one Code Holder to another as a result of a business or portion of a business being sold, merged or acquired.
	4. Implementation of the technical changes in networks necessary to activate NPA 600 NXX Code assignments is not covered by this Guideline.
	5. NXX Code Holders and Applicants must comply with all the Canadian telecommunications regulations that apply to the services they provide or will provide using NPA 600 NXX codes
	6. NPA 600 NXX Codes and telephone numbers are not subject to number portability and number pooling. Modifications to this Guideline may be required to address future number portability and number pooling requirements.
	7. Administration or assignment of an NPA 600 NXX Code does not imply ownership of the resource by the CNA or the NPA 600 NXX Code Holder to which it is assigned, or the ownership of telephone numbers in the Code by the Code Holder or its customers.
	8. Audits may be performed in conjunction with the NPA 600 NXX Code assignment process. These audits would be expected to ensure
1. uniform and consistent application of this Guideline by the CNA to all NPA 600 NXX Code requests received,
2. compliance with this Guideline by Code Applicants, Code Holders and the CNA,
3. the efficient and effective management and use of numbering resources by Code Applicants and Code Holders, and
4. efficient and effective management of numbering resources by the CNA.
	1. Code Applicants may be required to provide additional explanation or justification of items that they have certified. Certification alone may not provide the CNA with sufficient information to make a decision regarding NPA 600 NXX Code assignment. Accordingly additional dialog between a Code Applicant and the CNA may be required.

## **ASSIGNMENT PRINCIPLES**

* 1. Each NPA 600 NXX Code shall be assigned to a single TSP for the purpose of providing a Non-Geographic Service.
	2. Telephone numbers in NPA 600 NXX Codes are NANP destination addresses for use in Canadian public telecommunications networks and must be reachable from at least one Canadian public telecommunications network other than the network of the TSP who holds the NPA 600 NXX Code.
	3. Information required from Code Applicants in support of NPA 600 NXX Code assignment requests shall be kept to a minimum, uniform for all Code Applicants, treated as proprietary, and safeguarded by the CNA.
	4. NPA 600 NXX Codes shall be assigned in a fair and impartial manner to any Code Applicant that meets the criteria for assignment.
	5. NPA 600 NXX Codes shall be assigned on a “first-come, first-served” basis.
	6. Code Applicants may request the assignment or reservation of any specific NPA 600 NXX Codes that are available for assignment
	7. Any entity that is denied the assignment of one or more Codes under this Guideline has the right to appeal that decision per the appeal process in this Guideline.
	8. NPA 600 NXX Code assignments may be any three digit series in the format NXX (where N is any digit between 2-9 and X is any digit between 0-9), except for the unassignable Codes below:
1. 911, because of its use for access to public emergency services.

Additionally, the specific ranges noted in Section 1.2, which fall under the *Canadian Non-Geographic Code Assignment Guideline*, shall not be assigned as an NPA 600 resource under this guideline.

## **CRITERIA FOR ASSIGNMENT & RESERVATION OF NPA 600 NXX CODES**

* 1. An NPA 600 NXX Code shall only be assigned to a Code Applicant if
1. the CNA has documentation from the CRTC confirming that the Code Applicant has approval to offer the Non-Geographic Service for which the NPA 600 NXX Code is requested, or that CRTC approval is not required,
2. the Code Applicant indicates it will make routing arrangements so that the service provided using the NPA 600 NXX will be reachable from at least one public telecommunications network other than the Code Applicant's network,
3. the CNA has a forecast from the Code Applicant showing the quantity of NPA 600 NXX Codes required by the Code Applicant in future years, and such forecast is no more than a year old,
4. the requested effective date for activation of the Code is not less than 3 weeks or more than 6 months after the application date, and
5. the CNA has received a completed Form A Canadian NPA 600 NXX Code Request / Return / Information Change / NXX Forecast and all additional documentation as required by this Guideline.
	1. Each NPA 600 NXX Code assigned to a TSP shall be assigned for use in providing a Non-Geographic Service. If a TSP offers more than one Non-Geographic Service, it may obtain separate NPA 600 NXX Codes for each specific Non-Geographic Service it offers, subject to the criteria and conditions in this Guideline.
	2. One Initial Code may be assigned by the CNA to a TSP for a new Non-Geographic Service. The CNA shall not assign more than one Initial Code for a new Non-Geographic Service without written approval from CRTC staff.
	3. An Additional Code for Growth may be assigned by the CNA to a TSP for an existing Non-Geographic Service when all Codes previously assigned or pending assignment to the TSP for that Non-Geographic Service are forecast to exhaust within 6 months of the date that the Code Applicant requests the Additional Code.
	4. When a TSP already has one or more reserved Additional Codes for Growth and submits a request for an Additional Code for Growth that complies with this Guideline, the CNA shall change one of the reserved Additional Codes for Growth to an assigned Additional Code for Growth.
	5. An Additional Code for Growth may be reserved by the CNA for a TSP for an existing Non-Geographic Service when all Codes previously assigned to, pending assignment to, reserved for, or pending reservation for a TSP for that Non-Geographic Service are forecast to exhaust within 12 months of the date that the Code Applicant requests the Additional Code. In the absence of such a forecast criterion, Code reservations are only permitted if the Code Applicant can demonstrate that such reservations are essential to accommodate technical or planning constraints and CRTC staff has approved the reservations.
	6. Up to three NPA 600 NXX codes may be reserved by the CNA for a TSP for a specific Non-Geographic Service, where each reservation is based on the Months-to-Exhaust criterion outlined elsewhere in this Guideline. The CNA shall not reserve more than three Codes for a new Non-Geographic Service without written approval from CRTC staff.
	7. NPA 600 NXX Code reservations are temporary and will be held for 6 months from the date of reservation except in the following circumstances:
6. the Code Applicant requests the CNA to cancel the reservation, in which case the CNA shall make the reserved Code(s) available for assignment,
7. the TSP for whom the Code was reserved successfully applies for an assignment of the Code within 6 months of the date the Code was reserved, in which case the reservation is converted to an assignment, or
8. the TSP for whom the Code was reserved requests an extension and provides justification acceptable to the CNA, in which case the reservation may be extended for up to 6 months beyond the initial 6 months. If at the end of 12 months, the reservation has not been converted to an assignment, the CNA shall cancel the reservation, and the reserved Code(s) will not be available for reservation for a period of 6 months to the TSP for whom it was previously reserved, unless CRTC staff approves otherwise.
	1. When NPA 600 approaches exhaust, special code conservation measures may be required, which could affect the criteria for assignment and reservation of these Codes.

## **RESPONSIBILITIES OF THE CANADIAN NUMBERING ADMINISTRATOR (CNA)**

The responsibilities of the Canadian Numbering Administrator relating to NPA 600 NXX Codes are as follows:

* 1. The CNA shall maintain information on NPA 600 NXX numbering resources on the *www.cnac.ca* website, including
1. a link that allows downloading of the most recently approved version of the Canadian *NPA 600 NXX Code Assignment Guideline*,
2. a table that lists all assigned and reserved NPA 600 NXX Codes, including the status of the Code and the name of the corresponding Code Holder and Non-Geographic Service, and
3. a table that lists all NPA 600 NXX Codes including the status of each (e.g. available, assigned, reserved, being recovered, unassignable, and, where applicable, the name of the corresponding Code Holder).
	1. When the CNA receives a completed Form A Canadian NPA 600 NXX Code Request / Return / Information Change / NXX Forecast, the CNA shall
4. review the request and determine if the application is complete, complies with this Guideline, and that all necessary additional documents have been provided, and
5. respond to the Code Applicant within 14 calendar days from the date of receipt of the Form A by sending a Form B Canadian NPA 600 NXX Code Confirmation indicating an NPA 600 NXX Code assignment, reservation, return, denial, or information change, or requesting additional information, or denying the request.
	1. The CNA shall only assign, reserve, change or accept the return of an NPA 600 NXX Code if the Form A or C is signed and submitted by an Authorized Representative of the Code Applicant. The CNA will maintain a confidential list of Authorized Representatives for all Code Applicants.
	2. When the CNA assigns an NPA 600 NXX Code in response to a Code request that complies with this Guideline, the CNA shall select from Codes that have been reserved for the applicant, if any. If no Codes have been reserved, the CNA shall select from specific Codes available for assignment that have been requested by the Code Applicant. If the Code Applicant does not request a specific Code, the CNA will select from Codes that are available for assignment.
	3. For each Code that is assigned, the CNA shall determine whether the Code Holder has placed the Code In-Service within the timeframes specified in this Guideline and submitted a completed Form C Canadian NPA 600 NXX Code In-Service Certification, and, if not, shall initiate the reclamation process outlined in this Guideline.
	4. The CNA shall follow the principles and implement the procedures for NPA 600 NXX Code activation, reclamation, conservation, relief planning and appeals as specified in other sections of this Guideline.
	5. Proprietary information provided to the CNA by Code Applicants and Holders shall be kept confidential, and shall not be released to the CSCN or made available to anyone else, except when directed by the CRTC.
	6. The CNA shall respond to reasonable questioning from current and prospective Code Holders pertaining to any aspect of NPA 600 NXX numbering and the processes outlined in this Guideline. The CNA is not responsible for completing the forms for, or for training the staff of current or prospective NPA 600 NXX Code Holders. The CNA may be able to advise as to which independent entities might provide training with regard to the NPA 600 NXX Code process.
	7. The CNA shall not disclose to the CSCN any information filed in confidence by the Code Holders or Code Applicants, unless the CRTC directs otherwise.
	8. The CNA may be required to participate in audits of the CNA, Code Applicants and Code Holders to verify that the CNA, Code Applicants and Code Holders are compliant with this Guideline and that numbering resources are being used efficiently.

## **RESPONSIBILITIES OF CODE APPLICANTS AND CODE HOLDERS**

The responsibilities of Code Applicants and Code Holders relating to NPA 600 NXX Codes are as follows:

* 1. Code Applicants and Holders shall comply with the current version of this Guideline, which is obtainable via the CNA's website at *www.cnac.ca*.
	2. Code Applicant and Code Holders must satisfy any regulatory requirements that apply to Non-Geographic Services which use Canadian NPA 600 NXX Codes. Prior to or when requesting an NPA 600 NXX Code, a Code Applicant shall provide the CNA with a copy of CRTC documentation confirming that the Code Applicant has approval to offer the Non-Geographic Service for which the Code is requested, or that CRTC approval is not required.
	3. Forms A and C must be signed and submitted by a Code Applicant's or Holder's Authorized Representative for NPA 600 NXX Code requests. Code Applicants must have submitted a letter to the CNA on the organization’s official stationery, signed by a corporate officer or other designated individual, that identifies and authorizes the Code Applicant’s Authorized Representative(s), including name, signature, telephone number, e‑mail address, facsimile address and geographic address, for signing and submitting NPA 600 NXX Code requests and other documentation described in this Guideline. Code Applicants are responsible for maintaining their list of Authorized Representatives in an accurate state at all times. This authorization serves as a control measure for the protection of both the Code Applicant and the CNA. The Code Applicant or Holder may designate its Authorized Representatives for multiple types of numbering resources in a single letter to the CNA.
	4. To request an Initial or Additional Code assignment, Code returns, or Information changes, a Code Applicant or Holder shall
1. complete a Canadian NPA 600 NXX Code Form A - Part A-1, and Part A‑2 if required, in accordance with this Guideline, and submit it to the CNA per the instructions on the front of the Form in Appendix A of this Guideline, and
2. include with the Form A all additional documents required by this Guideline (e.g., proof of regulatory approval, letter designating Authorized Representative, additional information justifying request), except where such documents have already been sent to and received by the CNA.
	1. Code Applicants and Holders may submit Canadian NPA 600 NXX Code Forms to the CNA via e-mail, facsimile or mail. E-mail applications are preferred to facilitate the administration of Code requests. The e-mail address of the Code Administrator is available from the CNA website at *www.cnac.ca*.
	2. Code Applicants shall submit a separate Canadian NPA 600 NXX Code Request / Return / Information Change and NXX Forecast Form for each Code assignment or reservation request for an NPA 600 NXX Code.
	3. Different types of Code requests (i.e. Initial Codes, Additional Codes, Code returns, information changes) and Code In-Service Certifications shall be submitted separately and not combined on one application form.
	4. When requesting an Additional Code on Section 3 of Form A Part A-1, a Code Applicant shall complete the Growth history and Months-to-Exhaust table including a Total Quantity of Numbers Available for Assignment defined in the Glossary.

* 1. The requested Effective Date for Activation of an Initial or Additional Code shall not be less than 3 weeks or more than 6 months after the date of the application.
	2. When Codes that have never been activated, or which have been activated but not placed in service within 6 months of the Effective Date, are returned by the Code holder or reclaimed by the CNA, the CNA shall establish the Effective Date for the Code return based on consultation with the Code Holder. The requested Effective Date for return of a Code may follow the timeline for Activation of a new Code or may be another timeline as agreed between the Code Holder and the CNA.
	3. The requested Effective Date for a Code information change may follow the timeline for Activation of a new Code or another timeline as agreed between the Code Holder and the CNA.
	4. A Canadian NPA 600 NXX Code Form A - Part A-2 NXX Code Forecast shall be completed and submitted to the CNA
1. by Code Holders who have never previously provided a NXX Code Forecast and will not be returning all their Codes within a year,
2. by a prospective Code Holder who anticipates that it will be applying for any NPA 600 NXX Codes within the next four years,
3. by a Code Applicant who is making a Initial Code request for the first time and who has not provided an NPA 600 NXX Code forecast within the previous 12 months,
4. by a Code Holder who is making an Additional code request more than 12 months after submitting their last NPA 600 NXX Code forecast, and/or
5. on a regular basis by Code Holders, prospective Code Holders and Code Applicants if and when the CSCN or CRTC in consultation with the CNA decides that regular forecasts are required e.g. when the quantity of assigned and pending assigned Codes not including pending reclaimed Codes exceeds a thresh-hold level to be determined.
	1. Upon assignment of an NPA 600 NXX Code to a Code Applicant, the Code Applicant becomes the Code Holder.
	2. When a Code information change is requested to change the Code Holder, the Code Applicant or Holder who will take over the NPA 600 NXX Code shall make the request to the CNA, and arrange for the CNA to be provided with the current Code Holder's written agreement to the transfer of the NXX Code to the new Code Applicant or Holder. When a Code is transferred as part of a sale of assets, a merger or an acquisition, the Code Applicant requesting the transfer of the Code must certify that the transfer is permitted.
	3. When a Code information change is requested to change the Non-Geographic Service for which the Code is assigned, the Code Holder shall submit an Initial or Additional Code request for the Non-Geographic Service Code to which the Code should be transferred, and also complete the Code Information Change section on the same form.
	4. A Code Holder shall place a Code it has been assigned In-Service no later than 6 months after the Effective Date of the Code, and shall submit a completed Form C Canadian NPA 600 NXX Code In-Service Certification to the CNA certifying that the Code is In-Service. In the event that a Code Holder is unable to put a Code In-Service within 6 months of the Effective Date of the Code, the Code Holder may provide the CNA with an explanation of the delay and request a 90 day extension in the time permitted to place the Code In-Service.
	5. A Code Holder must use its assigned NPA 600 NXX Codes and the numbers in the Codes in a manner that is consistent with this Guideline.
	6. A Code Holder shall return a Code to the CNA if the Code Holder
6. has not placed the assigned Code In-Service within the time frame specified in this Guideline,
7. no longer requires the Code,
8. is not using the Code in accordance with this Guideline,
9. no longer provides the Non-Geographic Service and has not arranged for the Code to be transferred, or
10. has discontinued business operations, or been subject to a merger, acquisition or other business arrangement affecting the Code Holder and has not arranged for the Code to be transferred.
	1. Code Holders must participate in the audit process upon request of the CNA.
	2. This guideline does not cover responsibilities of Code Holders for resolving routing problems occurring in networks after the Effective Date for the activation of NPA 600 NXX Codes. The Code Holder and other TSPs in whose network the Code should be activated should agree on a process to resolve such problems. An example of such a process as applied to Geographic Codes is contained in the Network Management Guidelines maintained by the CISC Business Process Working Group at [*http://www.crtc.gc.ca/cisc/eng/cisf3d2b.htm*](http://www.crtc.gc.ca/cisc/eng/cisf3d2b.htm).

## **CODE RECLAMATION**

* 1. If a Code Holder has not voluntarily returned an NPA 600 NXX Code in accordance with section 6.20, then the CNA shall proceed with reclamation of the Code if the Code Holder
1. has not placed the assigned Code In-Service within the time frame specified in this Guideline,
2. no longer requires the Code,
3. is not using the Code in accordance with this Guideline,
4. no longer provides the Non-Geographic Service and has not arranged for the Code to be transferred, or
5. has discontinued business operations, or been subject to a merger, acquisition or other business arrangement affecting the Code Holder and has not arranged for the Code to be transferred.
	1. Before reclaiming a Code the CNA shall contact the Code Holder and request that the use of the NXX Code be brought into compliance with this Guideline, e.g. placed In-Service, transferred, voluntarily returned.
	2. If the Code Holder does not respond to the CNA’s initial request within 30 calendar days, the CNA shall send a registered letter to the Code Holder’s address of record requesting a response within 30 calendar days of the date of the registered letter. If the Code Holder responds within 30 days with a satisfactory explanation of how the use of the Code will be brought into compliance with the Guideline, the NXX Code will remain assigned and no further action will be taken. If the registered letter from the CNA is returned as non-delivered, or the Code Holder does not respond within 30 days with a satisfactory explanation of how the use of the Code will be brought into compliance with the Guideline, the CNA shall reclaim the NPA 600 NXX Code.
	3. The CNA shall make a reclaimed NPA 600 NXX Code available for assignment when 90 calendar days have elapsed from the date when the Code is reclaimed, except when otherwise directed by the CRTC or where circumstances arise which, in the judgment of the CNA, would justify making the Code available for reassignment on a different date.

## **CODE CONSERVATION**

* 1. Canadian NPA 600 NXX Codes shall be assigned and administered in accordance with the following objectives:
1. to ensure an adequate supply of Canadian NPA 600 NXX Codes is available at all times to the Canadian telecommunications industry,
2. efficiently and effectively administer this limited NANP resource through Code conservation,
3. delay as long as possible NPA 600 exhaust and the need for relief, and
4. delay as long as possible the eventual exhaust of the NANP.
	1. The CNA shall track and monitor Canadian NPA 600 NXX Code assignments to ensure that the assigned codes are activated and placed In-Service in accordance with this Guideline.
	2. Code Holders shall manage and use their assigned NPA 600 numbering resources efficiently and effectively.
	3. The CNA may audit a Code Holder to determine the Code Holder's compliance with this Guideline when the CNA has reason to believe that the Code Holder is not in compliance with this Guideline.
	4. If a Code Holder refuses to participate or fails to cooperate in an audit, the CNA shall consult with CRTC staff and may suspend the assignment of additional NPA 600 NXXs and/or other Canadian numbering resources to the Code Holder.
	5. Audit results shall be used to identify and recommend corrective actions to be taken by the Code Holder such as returning Codes, training staff, changing processes, providing complete documentation, and by other entities such as the CNA to modify its processes or the CSCN to modify this Guideline.

## **NPA 600 RELIEF PLANNING**

* 1. The CNA shall monitor the total quantity of NPA 600 NXX Codes that are assigned, reserved, and pending assignment or return, and NXX Code forecasts that are provided by Code Applicants and Holders using Form A Part A-2 Canadian NPA 600 NXX Code Request / Return / Information Change / NXX Forecast.
	2. If and when the CNA advises the CRTC and the CSCN that the quantity of available numbers is exhausting, the CSCN and the CNA shall review the situation and prepare a consensus report outlining the appropriate option from the following list to be used for NPA 600 NXX Code forecasting. This report shall be forwarded to the CRTC, via CISC, for Commission approval.

The forecasting options are:

1. continue existing forecast process and reset thresholds;
2. modify forecasting process to require regular forecasts from all NPA 600 NXX Code Holders and prospective Code Holders; and
3. modify the Canadian C-NRUF process to include NPA 600.

In the event that a consensus cannot be reached, the CSCN is to follow the CISC dispute procedures.

* 1. If it is determined by the CNA that NPA 600 is going to exhaust within the next 4 years, and will therefore require relief, the CNA shall implement Relief Planning activities.
	2. Relief Planning activities to be implemented by the CNA in consultation with Industry shall include
1. examination of the available Relief options (e.g., assignment of additional NPA or NPAs),
2. obtaining assignment of a Relief NPA or NPAs for the growth of specific Non-Geographic Services in Canada,
3. planning implementation of Relief, and
4. planning special conservation measures in the event that the NPA is forecast to exhaust before Relief can be implemented.

## **APPEAL PROCESS**

* 1. Disagreements may arise between the CNA, Code Applicant, Code Holder, or other TSP in the administration of Canadian NPA 600 NXX Codes in accordance with this Guideline.
	2. The CNA, Code Applicant, Code Holder or other TSP shall make reasonable, good faith efforts to resolve such disagreements among themselves in a manner that is consistent with this Guideline.
	3. If the Code Applicant, Code Holder or other TSP is dissatisfied with the result of the above discussion with the CNA, it may submit a formal written appeal by
		1. resubmitting the matter to the CNA for reconsideration with or without additional input,
		2. submitting the matter to the CSCN for Guideline interpretation and/or clarification,
		3. requesting the CNA to submit in a generic manner the matter to the CSCN for Guideline interpretation and/or clarification, thus keeping the identity of the appellant confidential. Upon such a request, the CNA shall submit the documentation on the matter provided by the appellant to the CSCN for consideration,
		4. submitting a Task Identification Form (TIF) to the CSCN for consideration, or
		5. submitting the matter directly to the appropriate regulatory authority (e.g., CRTC or Industry Canada) for consideration.
	4. For further information regarding the appeal process and disputes, consult the CSCN Adjunct to the CISC Administrative Guidelines (see CNA website: *www.cnac.ca*).

## **MAINTENANCE OF THIS GUIDELINE**

* 1. It may be necessary to modify this Guideline to accommodate changing circumstances. Questions regarding this Guideline should be directed to the Canadian Numbering Administrator. Requests for changes to this Guideline should be made in accordance with the CSCN Adjunct to the CISC Administrative Guidelines. (See CNA website: [*www.cnac.ca*](http://www.cnac.ca).)

## **GLOSSARY**

|  |  |
| --- | --- |
| **Defined Term** | **Definition** |
| Activation | Activation of an NXX Code has occurred and the NXX Code is considered activated if the Code Holder has arranged for the Code to be opened (i.e., for the necessary translations to be performed) within its network and at least one other public telecommunications network such that calls can be completed to numbers in the NXX Code. |
| Additional NXX Code Assignment for a Non-Geographic Service | An NXX Code assigned to a Code Holder subsequent to the assignment of an Initial Code for the same Non-Geographic Service. |
| Authorized Representative of Code Applicant | A person authorized in accordance with section 6.3 of this Guideline by a corporate officer or other designated individual of the Code Applicant's organization to sign or submit NPA 600 NXX Code requests and other documentation described in this Guideline.  |
|  |  |
|  |  |
| Canadian Non-Geographic NPA | Canadian Non-Geographic NPAs are specific Non-Geographic NPAs assigned for use in Canada and which are permitted to be used anywhere within Canada. They do not have a geographic designation other than assignment to a Canadian telecommunications Carrier. |
| Canadian Numbering Administrator (CNA) | The entity responsible for the administration of Canadian numbering resources including CO Codes or NXX Codes within Canadian Non-Geographic and Geographic NPAs. |
| Canadian Numbering Resource Utilization Forecast (C‑NRUF) | The C‑NRUF is a process used to aid the CNA in projecting NPA exhaust, and the NANPA in predicting NANP exhaust. See the C‑NRUF Guideline. |
|  |  |
| Central Office Code(CO Code) | A CO Code (also known as an NXX Code) is the 3‑digit code that occupies the D, E, and F positions in the 10‑digit NANP format that applies throughout the NANP serving area. CO Codes are in the format NXX, where N is a number from 2 to 9 and X is a number from 0 to 9. (See NANP) |
|  |  |
|  |  |
|  |  |
| C‑NRUF | See Canadian Numbering Resource Utilization Forecast. |
| Code Applicant | The entity which has applied for the assignment of an NPA 600 NXX Code in accordance with this Guideline. |
| Code Holder | The entity to which an NPA 600 NXX Code has been assigned in accordance with this Guideline. |
|  |  |
| Conservation | Consideration given to the efficient and effective management of a finite numbering resource in order to minimize the cost and need to expand its availability, while at the same time allowing the maximum flexibility in the introduction of new services, capabilities and features. |
| CSCN | The Canadian Steering Committee on Numbering. CSCN is a subtending Working Group of the CRTC Industry Steering Committee (CISC). |
| Effective Date | The date that an NXX Code assignment is activated, or returned or has information changed. |
|  |  |
| Initial Code | The first NPA 600 NXX Code assigned to a Code Holder for a specific Non-Geographic Service under this Guideline. |
| In-Service | An Active CO Code in which specific subscribers or services are utilizing assigned telephone numbers. |
|  |  |
|  |  |
| Months-to-Exhaust | The quantity of months remaining until NXX Code Exhaust occurs. |
| NANP | The North American Numbering Plan (NANP) is the basic addressing scheme for the Public Switched Telephone Network in the following 19 countries in Country Code 1 (formerly known as World Zone 1): Anguilla, Antigua & Barbuda, Bahamas, Barbados, Bermuda, British Virgin Islands, Canada, Cayman Islands, Dominica, Dominican Republic, Grenada, Jamaica, Montserrat, St. Kitts & Nevis, St. Lucia, St. Vincent & the Grenadines, Trinidad & Tobago, Turks & Caicos Islands, and the United States (including American Samoa, Puerto Rico, the U.S. Virgin Islands, Guam and the Commonwealth of the Northern Mariana Islands). The format of the NANP follows International Telecommunications Union (ITU) standards as detailed in Recommendation E.164, or as amended.The NANP format currently consists of 10-digits in the format NXX-NXX-XXXX where N = 2 to 9 and X = 0 to 9. The digit positions in the NANP may be identified by alphabetical characters using the following format ABC-DEF-GHIJ where ABC is the Area Code or Numbering Plan Area (NPA), DEF is the Central Office Code or NXX (CO Code), and GHIJ is the Line Number. |
| NANPA | North American Numbering Plan Administration (NANPA) is the entity responsible for administration of the North American Numbering Plan. |
|  |  |
|  |  |
| Non-Geographic Service | In the context of NPA 600, Non-Geographic Services are specific telecommunications services that are: 1) approved by the CRTC, or confirmed by the CRTC as not requiring approval, 2) provided by Canadian Telecommunications Service Providers (TSPs), 3) made available on a non-geographic basis to customers located in Canada, and 4) accessible from at least one public Canadian telecommunications network other than the Code Holder's network. |
| NPA | Numbering Plan Area (also called Area Code). An NPA is the 3‑digit code that occupies the A, B, and C positions in the 10‑digit NANP format that applies throughout the NANP serving area. NPAs are of the format NXX, where N represents the digits 2-9 and X represents any digit 0-9. NPAs in the NANP are either Geographic or Non-Geographic NPAs.a) Geographic NPAs are NPAs that correspond to discrete geographic areas within the NANP serving area.b) Non-Geographic NPAs are NPAs that do not correspond to discrete geographic areas, but which are assigned for services that transcend Geographic NPA boundaries. |
| NPA 600 Exhaust | A point in time at which the quantity of NXX Codes within NPA 600 which are available for assignment equals zero. |
| NPA 600 Relief | NPA 600 Relief refers to the activities that must be performed to provide additional numbering resources (e.g., a new area code) when NPA 600 nears exhaust of its NXX Code capacity. |
| NXX Code Exhaust | A point in time at which there are no TN’s available for assignment within existing NXX Codes assigned for a specific Non-Geographic Service. |
|  |  |
|  |  |
|  |  |
|  |  |
| Reserved NXX Code | An NXX Code that has been identified and set aside by the Canadian Numbering Administrator (CNA) for some specific use or purpose, such as for a Code Applicant. |
|  |  |
|  |  |
|  |  |
|  |  |
| Telecommunications Service Providers (TSPs) | Any entity that is authorized by the appropriate regulatory authority to provide telecommunications services to the public. |
| Total Quantity of Numbers Available for Assignment | The Total Quantity of Numbers Available for Assignment is the quantity of numbers available for assignment to subscribers within all NPA 600 NXX Codes which are assigned or are pending assignment to the Code Holder for a specific Non-Geographic Service, where pending refers to a Code that has been requested but not yet assigned. The quantity of Numbers Available for Assignment in each Code equals 10,000 less the quantities of numbers which have been assigned to subscribers and are currently working (i.e., "In-Service"), reserved for a specific customer’s future use, disconnected and are currently in aging but will not be available for assignment within the 6-month forecast period, suspended, used for testing purposes, etc. |

**Appendix 1**

**Canadian NPA 600 NXX Code Administration Forms**

This Appendix contains the following three Canadian NPA 600 NXX Code Administration Forms:

**FORM A** **Code Request / Return / Information Change / NXX Forecast**

 (to be completed by the Code Applicant or Code Holder)

**FORM B** **CNA Confirmation**

 (to be completed by the CNA in response to a Form A Part A-1)

**FORM C** **Code In-Service Certification**

 (to be completed by the Code Holder to report a Code is in service)

**FORM A**

**Canadian NPA 600 NXX**

**Code Request / Return / Information Change and NXX Forecast Form**

To be completed by the Code Applicant or Code Holder

Please complete the Code Applicant or Holder information and Part A-1 and/or Part A-2 as required by the Canadian NPA 600 NXX Code Assignment Guideline, attach any other required documents and send it to the Canadian Numbering Administrator (CNA) preferably via email, or alternatively by facsimile, mail, or courier.

If this is the first time you have submitted a form to the CNA that must be signed by an Authorized Representative, please send a signed facsimile or paper copy of this form to the CNA in addition to, or instead of email submission.

Current contact information for the CNA is as follows:

Canadian Numbering Administrator

880 Taylor Creek Dr., Room 102

Ottawa ON K4A 0Z9

Tel: 613‑563-7242

Email: NonCOCodeApps@cnac.ca

**Code Applicant or Holder:**

Company Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Street Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City, Province, Postal Code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please indicate which of the following parts of this Form are completed and list attached documents, if any.

**\_\_\_ Part A-1** **Code Request / Return / Information Change**

**\_\_\_ Part A-2 NXX Code Forecast**

**\_\_\_ Attachments** If provided, please list**:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Part A-1 Code Request / Return / Information Change**

**1. Type of Request (*check one*)**

 \_\_\_\_\_\_ Initial Code Assignment Request (complete Sections 2 and 6)

 \_\_\_\_\_\_ Additional Code Assignment or Reservation Request (complete Sections 3 and 6)

 \_\_\_\_\_\_ Code(s) Return (complete Sections 4 and 6)

 \_\_\_\_\_\_ Code(s) Information Change (complete Sections 5 and 6)

**2. Initial Code Assignment Request**

 Name of the Non-Geographic Service: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Description of the Non-Geographic Service:

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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 If regulatory approval is required to provide the Non-Geographic Service, and you have such approval, indicate the type of approval (e.g., CRTC letter, license, approved tariff, etc.) and date, and attach a copy of the approval if not previously submitted.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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 If regulatory approval is not required, describe the document that confirms regulatory approval is not required, and attach a copy if not previously submitted.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 List names of other Telecommunications Service Providers in whose networks the requested Initial NXX Code will be activated, describe supporting documentation (e.g., letter confirming intention of other TSP to route calls to the requested NXX Code), and attach copy if not previously submitted.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Effective Date for Activation of Initial NXX Code \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

NXX Code assignment preferences in order of priority (optional): \_\_\_\_\_\_\_\_\_\_\_\_\_\_

**3. Additional Code Assignment or Reservation Request**

 Name of the existing Non-Geographic Service for which the Code is requested:

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Effective Date for Activation of Additional Code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (If Additional Code Request is for a Code Reservation leave blank)

NXX Code preference in order of priority (optional): \_\_\_\_\_\_\_\_\_\_\_\_\_\_



 Other relevant information to support this request for an Additional Code Assignment or Reservation:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**4. Code(s) Return**

 The following assigned or reserved Code(s) are being returned to the CNA and are no longer required by the Code Holder: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Effective Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 *Attach a list of Codes and Effective Dates if necessary*

**5. Code(s) Information Change**

 Code(s) for which information changes are requested:

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Type of change requested:

 \_\_\_\_\_ Code Transfer

 \_\_\_\_\_ Company Name Change

 \_\_\_\_\_ Contact Information Change

 \_\_\_\_\_ Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Details of change (*Attach document with additional information if necessary*): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Effective Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 If the requested change is a Code transfer due to a merger, acquisition, or other business arrangement, please provide details of the Code Holder from whom the Code will be transferred as follows:

 Company Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Contact Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Street Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 City, Province, Postal Code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Facsimile.:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**6. Certification**

I hereby certify that the above information is true and accurate to the best of my knowledge, and that I have prepared this form in accordance with the Canadian NPA 600 NXX Code Assignment Guideline. By signing this form, I agree, on behalf of the Code Applicant and/or Code Holder organization identified above, to abide by all of the terms and conditions contained in the Canadian NPA 600 NXX Code Assignment Guideline with respect to the Codes identified on this form.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Authorized Representative of Code Applicant/Holder

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title Name

**Part A-2 NXX Code Forecast**

To be completed by the Code Applicant or Code Holder:

- before, or at the time of, applying for an Initial Code

- when applying for an additional Code more than 1 year after an Initial Code application,

- when a significant change occurs in the NXX Code forecast, or

- when requested by the CNA or CRTC

|  |  |  |
| --- | --- | --- |
| Name of Service | Qty of Assigned & Reserved Codes as of current date | Total qty of existing & future Codes forecast to be Assigned and Reserved as of January 1 on each of the next 4 years after current year (indicate year at the top of each column) |
|  |   |  |  |  |
|  |  |  |  |  |  |
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**FORM B**

**Canadian NPA 600 NXX**

**CNA Confirmation**

To be completed by the CNA to respond to a Form A Part A-1 Code Request / Return / Information Change

**Code Applicant or Holder:**

Company Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City, Province, Postal Code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Application: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Receipt by CNA: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Response by CNA: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Disposition of Form A Part A-1 Code Request / Return / Information Change:**

\_\_\_\_ **Code Assigned:** \_\_\_\_\_\_\_\_\_\_\_\_ Effective Date: \_\_\_\_\_\_\_\_\_\_

\_\_\_\_ **Code Reserved:** \_\_\_\_\_\_\_\_\_\_\_\_ Effective Date: \_\_\_\_\_\_\_\_\_\_

\_\_\_\_ **Code(s) Returned:** \_\_\_\_ \_\_\_\_ \_\_\_\_ \_\_\_\_ \_\_\_\_\_Effective Date: \_\_\_\_\_\_\_\_\_\_

\_\_\_\_ **Information Change for Code(s): \_\_\_\_** \_\_\_\_ \_\_\_\_Effective Date: \_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_ Code Transfer

 \_\_\_\_\_ Company Name Change

 \_\_\_\_\_ Contact Information Change

 \_\_\_\_\_ Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Details of change: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_ **Form Incomplete**

 Additional information is required in the following section(s):

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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\_\_\_\_ **Form complete, code request denied:**

 Explanation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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\_\_\_\_ **Other:**

 Explanation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of CNA Code Administrator Date

Code Administrator Contact Information:

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Street Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City, Province, Postal Code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**FORM C**

**Canadian NPA 600 NXX**

**Code In-Service Certification**

(to be completed by Code Holder to confirm the Code is In-Service)

**Code Holder:**

Company Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Street Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City, Province, Postal Code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I hereby certify that the Code specified below has been placed In-Service, and the Code is being used for the purpose specified in the original request and in accordance with the requirements contained in the NPA 600 NXX Code Assignment Guideline.

NPA NXX Date of Application Effective Date In-Service Date

\_\_\_\_ \_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Authorized Representative of Code Holder

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title Name

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date