

**MIN  
BLOCK  
IDENTIFIER  
(MBI)**

**ASSIGNMENT  
GUIDELINES  
AND  
PROCEDURES**

**MBI Oversight Council (MOC)**

**Version: 6.00**

**Approved April 4, 2008**

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## 1 PURPOSE AND SCOPE

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The purpose of this document is to provide guidelines and procedures for the assignment and use of Mobile Identification Number (MIN) Block Identifiers for Commercial Mobile Radio Service (CMRS) providers who are licensed, or equivalent, to provide service in the countries in the North American Numbering Plan (NANP) area. The MIN is a 10-digit NANP-like number. It is divided into a 6-digit prefix, known as the MIN Block Identifier (MBI) followed by a 4-digit Mobile Subscriber Number (MSN). While these assignment guidelines define all segments of the MIN, the Administrator will be responsible for assignment of the MBI segment. One MBI provisions up to 10,000 subscribers. The MSN segment is directly administered by the entity to which the MBI is assigned. Therefore, these guidelines pertain to the assignment of the MBI within the MIN.

For the purpose of these assignment guidelines, CMRS providers include wireless network licensees that provide cellular service, Personal Communication Services (PCS), Enhanced Specialized Mobile Radio (ESMR), or Mobile Satellite Services (MSS) licensed by their appropriate regulatory authorities. These guidelines apply throughout the United States and Puerto Rico, but do not supersede the regulations, procedures or requirements of appropriate legal or regulatory authorities.

This document represents consensus agreements among members of the North American wireless industry. Proprietary implementations of the MIN are outside the scope of these guidelines.

These guidelines do not cover the assignment of International Roaming MINs (IRM) which are allocated by the International Forum for ANSI-41 Standards Technology (IFAST) and can be obtained by contacting the IFAST Chairman or the IFAST Secretariat (see Annex D).

These guidelines also do not cover the assignment of MDNs or central office codes of the NANP. These assignments are made pursuant to the Alliance for Telecommunications Industry Solutions (ATIS) Industry Numbering Committee (INC) Central Office Code (NXX) Assignment Guidelines.

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## 2 BACKGROUND

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The MIN is the identifier that was first used by "AMPS" (Advanced Mobile Phone System) cellular systems, as defined by TIA/EIAIS-3 (now ANSI TIA/EIA-553), and since adopted by most TIA cellular and PCS standards that contain an "AMPS" compatibility mode (e.g. ANSI-41 "AMPS", IS-88 "NAMPS", IS-54 and IS-136 "D-AMPS" and IS-95 "CDMA").

Prior to the separation of MIN and MDN, AMPS, CDMA, and TDMA service providers performed registration, call processing, provisioning, customer care and billing based upon a single number -- the MIN. Traditionally, the MIN has also been programmed by service providers within the NANP serving area as the 10-digit MDN.

Given changes in the administration of the NANP, the wireless industry found it necessary to administer MINs separately to meet its unique requirements. Additionally, with the advent of capabilities such as Number Portability and Number Pooling, separation of the MDN and MIN became necessary.

In a post-separation environment, mobile subscribers require two types of numbers: a MDN and a Mobile Station Identifier (MSID). The MDN is the dialable NANP telephone number and is portable in a service provider portability environment. The MSID is non-portable and non-dialable. The MSID can take the format of a 15 digit International Mobile Station Identifier (IMSI) or a 10-digit MIN. This document addresses the administration of the 6-digit MBI associated with the 10-digit MIN format MSID.

Grandfathering was an initial process that was used between 5/15/02 and 8/19/02 to allow service providers to obtain MBIs that matched their existing MDN NPA/NXX and NPA/NXX-X inventory. For more information, refer to Annex E.

In a number pooling environment, a new AMPS, TDMA or CDMA subscriber's MIN and MDN may not match. In a number portability environment, existing AMPS, TDMA and CDMA subscribers not yet ported may have the same number for both the MIN and MDN. When a subscriber ports, the MDN and MIN become separate and distinct. The ported subscriber's MDN remains unchanged and ports with the subscriber. The donor network retains the MIN originally assigned to the ported subscriber. The subscriber receives a new MIN from the recipient network. The donor network reuses the relinquished MIN for another subscriber. In a post-separation environment, the same number may be used for a MDN in one network and a MIN in another network.

Conservation and control of MBIs within the United States and Puerto Rico will avoid conflicts with the existing NANP area outside of United States and Puerto Rico. Adherence to these guidelines will ensure the allocation of this resource in the most efficient and impartial manner.

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### **3 MIN FORMAT AND FUNCTION**

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- 3.1 The MIN format and function are based on ANSI TIA/EIA-553.
- 3.2 Each MIN uniquely identifies the Mobile Station and the home wireless network of the Mobile Station.
- 3.3 The MIN enables Mobile Stations to roam among wireless networks, by providing a uniform and unique home wireless network and Mobile Station identification that is recognizable by MIN-based wireless networks. When transmitted between visited and home wireless networks, the MIN enables the exchange of subscription and billing information for the visiting Mobile Station.

Specifically, the MIN is used for:

- Identification of the Mobile Station's home wireless network,

- Mobile Station identification, when information about a specific Mobile Station is to be exchanged between visited and home wireless networks,
- Mobile Station identification on the radio control path for base-to-mobile and mobile-to-base communication,
- Identification of the visiting Mobile Station to allow for charging and billing, as well as provisioning of enhanced services, and
- Subscription management, i.e. retrieving, providing, changing, and updating subscription data for a specific mobile subscriber.

3.4 International roaming with the MIN is not presently guaranteed as the MBI resource is allocated within the United States and Puerto Rico, and does not include a country code identifier to distinguish between MINs, which may be allocated outside of the NANP serving area.

3.5 The MDN-based format of the MIN in the NANP serving area prior to application of these guidelines generally<sup>1</sup> was:

NPA NXX XXXX	10 digits
Where	Identifies
NPA	The Numbering Plan Area (NPA) or area code of the mobile's home system
NXX	the central office code
XXXX	the mobile 'line' number

Where "N" represents any digit 2-9 and "X" represents any digit 0-9.

3.6 The format of the MSID as MIN defined by these guidelines is:

MBI MSN	10 digits
Where	Identifies
MBI	The MIN Block Identity (6 digits = NXXNXX)
MSN	Mobile Subscriber Number (4 digits = XXXX)

Where "N" represents any digit 2-9 and "X" represents any digit 0-9.

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<sup>1</sup> Prior to MIN and MDN separation some wireless SPs may have used MINs in their networks in the format 0/1XX NXX XXXX and NXX 0/1XX XXXX.

- 3.7 The functionality of the MBI is equivalent to the functionality of the Home Network Identifier (HNI) within the IMSI (in the NANP serving area) for domestic and international routing purposes.

## **4 ASSUMPTIONS AND CONSTRAINTS**

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- 4.1 These guidelines and procedures should provide the greatest latitude to wireless network licensees, while permitting the effective and efficient management of a finite resource.
- 4.2 The entity performing the function of the Administrator can be found in Annex D.
- 4.3 The Administrator will be responsible for day-to-day activities, but will report to the MBI Oversight Council (MOC) for the handling of exceptional circumstances and when these guidelines appear to be in need of revision.
- 4.4 The Administrator has the authority to allocate the wireless industry's MBI resources within the United States and Puerto Rico in conformance with these assignment guidelines.
- 4.5 For the purpose of these assignment guidelines, CMRS providers include wireless network licensees that provide cellular service, PCS, ESMR, or MSS licensed by their appropriate regulatory authorities.
- 4.6 These guidelines apply throughout the United States and Puerto Rico, but do not supersede the regulations, procedures or requirements of appropriate legal or regulatory authorities.
- 4.7 A fee-based cost recovery model is used:
- Non-Recurring/non-refundable charges are levied per application for a Service Account or Sub-account, on a per Service Account or Sub-account basis.
  - Non-Recurring/non-refundable charges are levied per application for new MBIs, on a per MBI basis.
  - An annual/non-refundable per MBI maintenance fee is levied per User (company), based upon the number of MBIs assigned to the User at the end of each calendar year, and the fee is determined by the total number of MBIs assigned in the Administrator's database.
  - An annual/non-refundable nominal system access fee is levied per User (company).
- 4.8 In NPA split situations, if the wireless licensee changes its MDNs, the MINs remain the same, and only the MDNs change (see section 8.5 about Non-LNP capability and the need for matching MINs in NPA split situations). If a central office code becomes available for assignment in the old NPA, that corresponding MBI should already show in the Administrator's database as "assigned" and the corresponding MBI shall not be assigned to a different service provider. Note: This could result in a situation where a

central office code is available for assignment where the corresponding MBI is already assigned and in use. A non-LNP capable wireless service provider requiring matching MDNs and MINs has the responsibility to check whether an available central office code corresponds to a currently assigned MBI. If so, a new central office code assignment will be necessary.

## **5 APPLICATION AND ASSIGNMENT PRINCIPLES**

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The application and assignment principles defined below allow wireless network licensees the greatest possible latitude in providing users the widest possible roaming capabilities.

- 5.1 MBIs shall be assigned to permit the most effective and efficient use of the finite resource in order to maximize the existing allocated resource inventory.
- 5.2 MBIs will be assigned in a fair, timely and impartial manner to any Applicant that meets the criteria for assignment.
- 5.3 MINs are a public resource. The assignment of an MBI, and therefore the MINs within the MBI, does not imply ownership of the resource by either the Assignee or by the Administrator. Consequently, the resources cannot be sold, brokered, bartered, or leased by the Assignee for a fee or other consideration.
- 5.4 MBIs are to be assigned and used only for wireless systems that utilize the MIN identifier in their radio and network interface standards.
- 5.5 Information that is requested of Applicants in support of an MBI application shall be uniform.
- 5.6 Assignment of shared or partial MBIs is not allowed in most cases. However, assignment of shared or partial MBIs may be allowed in a few specific situations, as described in Annex G.
- 5.7 Applications for an MBI will be rejected if the application is deficient.
- 5.8 MINs are assigned by wireless network operators to their subscribed Mobile Stations. A MIN is unique to a single Mobile Station, but a Mobile Station may have multiple MINs.
- 5.9 An entity which is denied an MBI assignment or extension under these guidelines has the right to appeal that decision (See Section 10).
- 5.10 Should an Assignee transfer control of a wireless license, then transfer of the assigned MBI(s) to the new license owner is permissible only if the entire MBI is being transferred. The new license owner is responsible for notifying the Administrator of the transfer by submitting a *MBI Management – MBI Assignment Change* form.
- 5.11 Non-recurring, non-refundable charges are levied upon application for new MBIs, on a per MBI basis.

- 5.12 Service providers who offer services in conjunction with CMRS licensed providers are those that offer services using mobile terminals that operate in the spectrum assigned to the licensed CMRS provider. These service providers are eligible to use MINs but must have an established business relationship with the CMRS provider who acts as their agent for obtaining the MBI assignment and assigns the MINs accordingly. The MBI is shown in the Administrator's records as assigned to the CMRS provider who acts as the agent.
- 5.13 The Administrator must not assign the corresponding MBIs for unassigned central office codes, due to the need for non-Local Number Portability (LNP) capable (do not support MIN/MDN separation) CMRS service providers to have MBIs that correspond to their MDNs.
- 5.14 A non-LNP capable wireless service provider must ensure, through the Administrator, that it is assigned the MBI that corresponds to its newly assigned central office code. Along with the MBI Management – New MBI Application, the wireless service provider must submit a copy of the "Part 3" that the North American Numbering Plan Administrator (NANPA) or Pooling Administrator (PA) provides to the service provider confirming the central office code assignment.
- 5.15 LNP-capable wireless service providers who meet the 60% utilization requirement may also wish to obtain the matching MBI of their new central office code. If the MBI is not yet available in the Administrator's database, the LNP-capable wireless service provider must provide to the Administrator a copy of the Part 3 from either the NANPA or the Pooling Administrator ( PA). A service provider that chooses this option shall:
- Check the "Yes" box on the application where asked, "Has this account reached 60% utilization per Section 6.3 of the MBI Assignment Guidelines and Procedures?";
  - Note in the Comments section of the application that the service provider is requesting the full matching MBI for a newly assigned central office code or thousands-block; and
  - Email a copy of the Part 3 to the MBI Administrator to certify that the matching central office code or a thousands-block from the matching central office code has been assigned to the service provider requesting the full MBI.
- 5.16 The MBIs corresponding with NPA codes and central office codes outside the United States and Puerto Rico, but within the NANP, are not available for assignment by the Administrator because of the potential roaming conflicts.

## **6 CRITERIA FOR MBI ASSIGNMENT**

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These assignment criteria are to be met by the Applicant in filing an application, and will be used by the Administrator in reviewing and processing an MBI application:

- 6.1 The Applicant must be, and Certify that it is, the holder of a wireless license under which an MBI is requested<sup>2</sup>. (See *Account Management - Service Account Application*).
- 6.2 MBIs are requested by and assigned to an Applicant on a per Service Account or Sub-account basis. Each service provider uniquely defines the scope of a Service Account; e.g. geographic area, group of geographic areas, service, function, etc.
- 6.3 A wireless service provider may request supplementary MBI resources for a given Service Account or Sub-account upon reaching a Utilization Rate of at least 60% of its total MINs, within that Service Account or Sub-account. “Utilization Rate” is defined as the percentage of MINs that are either assigned to active mobile units or are being aged in the service provider’s inventory for a given Service Account or Sub-account divided by the total number of MINs in that Service Account or Sub-account. If Sub-accounts do not exist, the Utilization Rate will be calculated at the Service Account level.
- 6.3.1 The 60% utilization requirement does not apply when a non-LNP capable (e.g., unable to support MDN/MIN separation) service provider is requesting a matching MBI for a new central office code assignment which has been certified by the Part 3, assuming that the corresponding MBI is available. A service provider that chooses to utilize this option shall:
- Check the “No” box on the application where asked, “Has this account reached 60% utilization per Section 6.3 of the MBI Assignment Guidelines and Procedures?”;
  - Note in the Comments section of the application that the service provider is not LNP-capable and is requesting the matching MBI for a new central office code; and
  - Email a copy of the Part 3 to the MBI Administrator to certify that the matching central office code has been assigned to the service provider requesting the MBI.
- 6.3.2 A wireless service provider may also request supplementary MBI resources for a given Service Account or Sub-account, even if it has not reached the minimum Utilization Rate. This can occur if the service provider has a bona fide<sup>3</sup> need for resources based on the introduction of new service offerings, definitive plans to expand geographic service areas, an acquisition or similar business needs.

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<sup>2</sup> An Applicant must provide a wireless license Call Sign on each Service Account application. No Call Sign is required on either a Sub-account application or an MBI application.

<sup>3</sup> The Administrator has the authority to determine a bona fide need. If the Administrator is in doubt or if the Applicant objects to the decision of the Administrator, they may escalate to the MBI Oversight Council. Under this situation, a decision on the application can be *postponed* until a resolution is reached by the MBI Oversight Council.

- 6.4 An MBI will only be assigned by the Administrator upon receipt and approval of a completed *MBI Management – New MBI Application*.
- 6.5 A service provider must activate the initial MIN out of the assigned MBI by the Implementation Date specified in the MBI Request application. The Implementation Date of a new MBI must be set to at least 30 days but not to exceed 180 days from the date the MBI is requested. **It is strongly recommended that the maximum amount of days is taken when specifying the Implementation Date.**
- 6.6 If the current Implementation Date of an MBI cannot be met, the Assignee can apply for an extension based on a bona fide<sup>4</sup> business requirement supported by credible evidence. An extension can be up to 90 days from the current MBI Implementation Date. There can be a maximum of two Implementation Date extensions for up to a total 180 days from the date of MBI Assignment. A single extension can be up to 90 days from the current MBI Implementation Date. (See *MBI Management – MBI Assignment Change*)
- 6.7 If an applicant should require the assignment of a shared or partial MBI, the applicant must meet the criteria outlined in Annex G.

## **7 MBI<sub>s</sub> NOT AVAILABLE FOR ASSIGNMENT**

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- 7.1 MBIs of the format 0XXXXX and 1XXXXX are reserved to be assigned by the International Forum on ANSI-41 Standards Technology (IFAST) although some of these MBIs have been assigned for specific services in the past. These service assignments will continue to be valid, and are flagged by MBI Administration. 0XX and 1XX MBIs are excluded from assignment in these guidelines.
- 7.2 Non-NANP central office codes of the format NXX-0XX and NXX-1XX have never been assigned as MDNs because they have been used by many systems to facilitate international roaming. Likewise, MBIs of the format NXX0XX and NXX1XX are reserved and excluded from MBI assignment.
- 7.3 Some central office codes are defined as "Troublesome Central Office Codes" in ANSI TIA/EIA-553. MBIs matching these "Troublesome Central Office Codes" are also reserved and excluded from being assigned as MBIs and are referred to as "Troublesome MBIs" (see Annex A). MINs from some sub-ranges of these blocks should not be programmed in mobiles with an "AMPS" compatibility mode. These MINs contain bit patterns which may produce minor degradations in analog control channel access. If a wireless service provider specifically requests a MBI that is categorized as a troublesome MBI, the Administrator can allocate the MBI if the service provider provides the Administrator with written notice that the service provider agrees to assume full responsibility for and accept all liability arising out of its use of the troublesome MBI. The service provider must also include in the notice an agreement to indemnify and hold the Administrator harmless from and against any claims arising out of the troublesome

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<sup>4</sup> See Section 6.3.2.

MBI<sup>5</sup>. The notice must be received by the Administrator before the MBI will be assigned.

7.4 MBIs of the format NXXNXX that correspond to central office codes in non-geographic NPAs are assigned as MBIs. These excluded MBIs are:

456NXX	Inbound International
500NXX	Personal Communications Service
600NXX	Canadian Services
700NXX	Interexchange Carrier Services
710NXX	US Government (Government Emergency Telecommunications Systems or GETS)
800NXX	Toll-Free
866NXX	Toll-Free
877NXX	Toll-Free
855NXX	Toll-Free
888NXX	Toll-Free
900NXX	Premium Services

As additional non-geographic NPAs are assigned, this list may need to be revised.

7.5 MBIs in the format NXXNXX that correspond to central office codes outside the United States and Puerto Rico but within the NANP, are not available for assignment by the Administrator because of the potential roaming conflicts.

7.6 MBIs in the format of either NXXN11 or N11NXX are not available for assignment as MBIs, to avoid any potential conflicts with services offered through MDN abbreviated dialing codes such as 911 or 411.

The total number of theoretical MBIs that are available is 1,000,000. Categories unavailable for assignment are listed in the table below. It should be noted that the actual number of MBIs available for assignment is based upon the MDN NPA NXXs currently assigned at any given time within the U.S. and Puerto Rico.

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<sup>5</sup> See Indemnification Agreement form on MBI website under Administrator News.

<b>MBIs Unavailable for Assignment:</b>	<b>MBI Format</b>
IFAST IRM blocks	0/1XX XXX
Corresponding to non-NANP CO codes	NXX 0/1XX
Corresponding to troublesome CO codes	see Annex A
Corresponding to CO codes in non-geographic NPAs <sup>6</sup>	NXX NXX
Corresponding to CO codes in NPAs outside-US and Puerto Rico	NXX NXX
Corresponding to abbreviated dialing codes	NXX N11 or N11 NXX

## **8 RESPONSIBILITIES OF APPLICANTS AND ASSIGNEES**

Entities requesting MBI assignments and entities already assigned one or more MBIs shall comply with the following:

- 8.1 Applicants and Assignees must meet all conditions specified in these guidelines. It is the responsibility of the Applicant to obtain the most current copy of the guidelines from the Administrator, which can be located at <http://www.mbiadmin.com>. Applications should be submitted through the MBI Web Site. However, copies of all required forms are included in Annex B of the guidelines.
- 8.2 All Assignees and Applicants of MBI resources are required to establish one or more Service Accounts with the Administrator by completing *Account Management - Service Account Application*. No assignments will occur without such a Service Account. No Service Account will be established until the account setup fees for MBI administration are paid (both for accounts and Sub-accounts), system access fees are paid, and User Agreements are signed.
  - 8.2.1 Each wireless service provider uniquely defines the scope of a Service Account or Sub-account; e.g. geographic area, group of geographic areas, service, function, etc. The scope of the account is maintained solely by the service provider but is available to the Administrator should an audit occur.
- 8.3 Once accounts are established with the Administrator (see section 8.2 above) applications must be submitted for new MBIs using *MBI Management – New MBI Application*.
- 8.4 Assignees shall:

<sup>6</sup> See Section 7.4 for a list of these non-geographic NPAs.

- 8.4.1 Assign and efficiently manage the MINs associated with the assigned MBI and maintain up-to-date and accurate assignment records that associate MINs to MDNs. These records are required for audit purposes.
- 8.4.2 Activate a MIN within the MBI by the Implementation Date. Refer to sections 6.6 and 6.7 for implementation timeline instructions.
- 8.4.3 Inform the Administrator of changes in the information associated with a MBI assignment by using *MBI Management – MBI Assignment Change* form. Changes may include:
- An Implementation Date change
  - A transfer of an MBI to another Service Account or Sub-account within a company
  - A transfer of MBI(s) to a different wireless service provider's network due to a merger or acquisition. Both the initial Assignee and the recipient of a MBI involved in a transfer occurring through a merger or acquisition must inform the Administrator as soon as possible after such a change takes effect. Any liability associated with not informing the Administrator of transferred MBI(s) is the responsibility of the recipient. The service providers shall also indicate whether the original User should be deactivated from the Administrator's system.
  - A transfer of MBI(s) to a different wireless service provider's network due to reasons other than a merger or acquisition (such as a "market transfer" or correction of assignment data). Both the initial Assignee and the recipient of a MBI involved in the transfer must inform the Administrator as soon as possible after such a change takes effect. Any liability associated with not informing the Administrator of transferred MBIs is the responsibility of the recipient. The service providers shall also indicate whether the original User should be deactivated from the Administrator's system.
- 8.4.4 Participate in the MBI audit and reclamation process.
- 8.4.5 Apply to the Administrator for an extension, using *MBI Management – MBI Assignment Change* form, if the Implementation Date cannot be met and the MBI is still required.
- 8.4.6 Return to the Administrator, using *MBI Management – MBI Assignment Return* form:
- Any MBI no longer needed for the provision of wireless services,
  - Any MBI not activated before or on the implementation date, including an extension, if any, or

- Any MBI not used in conformance with these assignment guidelines

- 8.5 Non-LNP capable wireless service providers must ensure, through the Administrator, that they are assigned the MBI that corresponds to their newly assigned central office code. Non-LNP capable wireless service providers will be required to use the “specify an MBI” field on *MBI Management – New MBI Application* assignment request form to match the MBI to the central office code assigned by the NANPA.
- 8.5.1 If the central office code is a recent assignment to a non-LNP capable service provider, the NANPA Part 3 or the PA Part 3 will need to accompany the MBI application.
- 8.5.2 If the new central office code is a result of a NPA split situation and the old central office code is already assigned to the requesting service provider , a Part 3 may not be applicable but the service provider must follow the the “Area Code Split –MBI Release Process” in Annex I of these guidelines.
- 8.6 Wireless service providers must ensure that the MBIs assigned to them by the Administrator match a roaming clearinghouse’s records to eliminate roaming or billing conflicts.
- 8.7 There is a thirty (30) day aging period before reclaimed or returned MBIs will be reassigned. Service providers with an MBI(s) that have been reclaimed and/or returned are encouraged to complete all necessary technical and business procedures within this 30 day aging period.

## **9 RESPONSIBILITIES OF THE ADMINISTRATOR**

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The role of the Administrator is to manage the portion of the MBI resource that has been defined as available for assignment and to directly administer the MBI segment of the MIN.

- 9.1 The Administrator will:
- 9.1.1 Assign MBIs on a first come, first served basis from the available pool of unassigned MBIs according to whether the service provider is LNP capable or non-LNP capable. Refer to sections 5.14 and 5.15.
- 9.1.2 Make all MBI assignments and account creations based on the procedures in these guidelines.
- 9.1.3 Treat sensitive information received from Applicants as proprietary and confidential, and not to be shared with non-Administrator personnel.
- 9.1.4 Respond to the Applicant within 5 business days of receipt of a form or other correspondence.
- 9.1.5 Develop, implement and maintain the MBI Administration Web site. Access to the secure portion of the Web site will be restricted to those entities with a current account with the Administrator.

- 9.1.6 Develop, implement and maintain a system in support of the MBI administration function.
  - 9.1.7 Provide to the industry general and specific information on the MBI Assignment Guidelines and Procedures.
  - 9.1.8 Provide paper or electronic copies of these guidelines and forms to Applicants and Assignees, and assist them in completing the required forms.
  - 9.1.9 Attend and represent MBI Administration at pertinent industry forums or meetings at the direction of the MBI Oversight Council.
  - 9.1.10 The Administrator must monitor the assignment of central office codes on an ongoing and timely basis. By monitoring the assignment of central office codes as listed in the Telcordia® NPA/NXX Activity Guide (NNAG), the Administrator will know what resources are available as assignable MBIs.
  - 9.1.11 The Administrator will make any non-assigned MBI available for assignment upon receipt of a Part 3.
  - 9.1.12 The Administrator must not assign the corresponding MBIs for unassigned central office codes, due to the need for non-LNP capable service providers to continue to have MBIs that correspond to their MDNs central office codes.
  - 9.1.13 The MBIs corresponding with central office codes outside the United States and Puerto Rico are not available for assignment by the Administrator because of the potential roaming conflicts.
  - 9.1.14 The Administrator will notify the industry of any returned or reclaimed MBIs on a timely basis.
- 9.2 The Administrator will review and process MBI applications as follows:
- 9.2.1 Review the application to determine if all required information is provided and accurate.
    - Inform Applicants of the status of their requests in writing within 5 business days. There are five response statuses: pending, assigned, denied, postponed or suspended.
    - If pending, the application may be waiting to be validated by the Administrator or may require payment by the User.
    - If assigned, the specific MBI assigned and the Service Account or Sub-account number,
    - If denied, the reasons for denial and instructions on how and where to appeal the decision,
    - If postponed, the latest date at which a decision on the application will be made,

- If suspended, the specific information required.

9.3 Use the following MBI assignment procedures:

9.3.1 The Administrator shall assign the MBI requested by the Applicant per Sections 5.13, 5.14, and 5.15.

9.3.2 If an Applicant does not request a specific MBI as noted in Section 9.3.1 above, then the lowest numbered MBI available will be assigned (e.g. 201201).

9.3.3 The Administrator shall only make shared or partial assignments within an MBI if the Applicant meets the criteria outlined in Annex G. Should the Administrator receive an Application requesting a shared or partial MBI but the entire MBI (10,000 MINs) is available for assignment, the Administrator shall assign the entire MBI, provided that the Application meets the assignment criteria.

9.3.4 The Administrator will not reassign a reclaimed or returned MBI for at least the required thirty (30) day Aging Period. This thirty (30) day period is provided to enable all service providers to accomplish technical and business procedures appropriate to the reclamation or return of an MBI.

9.4 Maintain accurate and current MBI assignment records by performing the following tasks:

9.4.1 Update the records as required to respond to requests for changes in assignment information reported by Assignees.

9.4.2 Respond to these requests within 5 business days using *MBI Response – Confirmation of Application*.

9.4.3 Track and maintain a list of assigned MBIs. The list will include the MBI number, the wireless network licensee, Service Account, the Implementation Date and the entity contact with telephone number.

9.4.4 Track the total number of MBIs assigned and the assignment rate and report this data regularly to the MBI Oversight Council and to other organizations via the MBI Administration Web site.

9.4.5 Provide up-to-date reports of assigned and available MBIs via the MBI Administration Web site:

- On a wireless service provider basis, and
- Of the entire inventory of MBIs.

- 9.5 The Administrator will track and monitor MBI assignments and assignment procedures to ensure that MBIs are being used in an efficient and effective manner. Ongoing Administrator procedures that foster conservation shall include, but not be limited to, the following:
- Perform active reclamation process to reclaim unused or misused MBIs per Section 9.15 below,
  - Strict conformance with these guidelines,
  - Appropriate and timely recommendations to the MBI Oversight Council for modifications to these guidelines, if they are found to result in inefficient use or assignment of MINs and MBIs.
- 9.6 At the determination of the MBI Oversight Council, the Administrator may be requested to perform assignment audits. This requirement is not considered to be the ongoing responsibility of the Administrator unless agreed to by the MBI Oversight Council. The Administrator may recommend to the MBI Oversight Council that a specific audit be performed. See Annex F for future potential auditing process. This annex is not an integral part of the guidelines.
- 9.7 Inform the NANP area wireless telecommunications industry, via the Administrator MBI Administrator Web site, of any approved revisions to these guidelines.
- 9.8 Inform MBI Oversight Council of recommended changes to the guidelines based on experience using the present version of the guidelines.
- 9.9 Coordinate MBI assignments with similar organizations in other countries in the NANP area, as appropriate, to the extent allowed by these guidelines, subject to relevant laws and regulations.
- 9.10 Place returned MBIs in the unavailable pool for the Aging Period, and then return them to the available pool. (Refer to Section 9.3)
- 9.11 Coordinate with the appropriate industry bodies, MBIs that have been assigned in the IFAST IRM MBI block range to ensure that records are complete and prevent duplicate assignments.
- 9.12 Comply with audit requests from the MBI Oversight Council to ensure that the Administrator is in compliance with current guidelines and procedures.
- 9.13 Maintain the records and files of all activities related to the MBI Oversight Council and the Administrator, including the appeals process.
- 9.14 The Administrator shall follow the responsibilities for the Grandfathering process as detailed in Annex E.
- 9.15 The Administrator shall follow the following MBI reclamation procedures for Service Providers no longer in business:

- 9.15.1 Determine if MBIs are registered in roaming clearinghouse and what Service Provider has registered these MBIs. If registered in roaming clearinghouse, Administrator will contact Service Provider to resolve.
  - 9.15.2 If MBIs are not currently registered in roaming clearinghouse or registered under an out of business Service Provider, the Administrator will send a broadcast notification to all MBI Users of reclamation.
  - 9.15.3 Administrator will wait 10 business days, if no Service Provider notifies the Administrator of using these MBIs, the MBIs will be reclaimed.
- 9.16 The Administrator shall follow the processes outlined in Annex H to resolve international MBI conflicts.

## **10 APPEALS PROCESS**

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Disagreements may arise between the Administrator and Applicants or Assignees in the context of the administration and management of MBIs and the application of these guidelines. In all cases, the Administrator and Applicants or Assignees will make reasonable, good faith efforts to resolve such disagreements among themselves, consistent with the guidelines, prior to pursuing any appeal. Appeals may include, but are not limited to, one or more of the following options:

- With regard to the administration of MBIs, the Applicant or Assignee will have the opportunity to resubmit the matter to the Administrator with additional information for reconsideration.
- Issues referred to the Administrator, but not resolved to the satisfaction of the Applicant, Assignee or Administrator may be referred to the MBI Oversight Council for final resolution.

The Administrator will keep reports on any resolution resulting from the above options on file, the content of which will be mutually agreed upon by the involved parties. At a minimum, the report will contain the final disposition of the appeal (e.g. whether or not an MBI was assigned).

Guideline interpretation, clarification, or MBI management questions, associated with an appeal, will be referred by the Applicant/Assignee or the Administrator to the MBI Oversight Council for final resolution. Unless otherwise mutually agreed to by the parties, these questions will be submitted in a generic manner protecting the identity of the appellant. All documentation resulting from these activities will be kept on file by the Administrator.

## **11 MAINTENANCE OF THESE GUIDELINES**

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It may be necessary to modify the Guidelines periodically to meet changing and unforeseen circumstances. The need for such modifications may be identified by the Administrator or any wireless entities/forums operating within the area covered by the United States and Puerto Rico.

Questions regarding the maintenance of these Guidelines or requests for modifications should be directed to the MBI Oversight Council. These questions or requests for modifications will be processed in conformance with the procedures developed by the MBI Oversight Council. All documentation resulting from these activities will be kept on file by the Administrator and posted on the MBI Administration web site under MOC Administration.

## 12 DEFINITIONS AND ACRONYMS

<b>Term</b>	<b>Definition</b>
Administrator	In this document, this term refers specifically to the MBI Administrator. Administrator contact information can be found in Annex D.
Aging Period for MBIs	The period of time during which a returned or reclaimed MBI cannot be reassigned by the Administrator. The Administrator must age any returned or reclaimed MBIs for 30 calendar days.
Aging Period for MINs	The period of time during which a previously Assigned MIN in a service provider’s inventory is not available for assignment to another mobile unit.
AMPS	Advanced Mobile Phone Systems. Used to informally refer to the TIA family of radio interface standards, particularly ANSI TIA/EIA -553 analog cellular, and supporting network standards (such as ANSI TIA/EIA-41).
Applicant	In this document, this term refers specifically to the entity, which has applied for an MBI, but not yet been granted or denied the resource.
Assigned MIN	A MIN (a) working in the wireless network under a specific customer agreement for that customer's current use, or (b) not yet working but has a valid customer service order pending.
Assignee	In this document, this term refers specifically to the entity to which an MBI has been assigned.
Call Sign	A combination of letters and numbers that identify an FCC (Federal Communications Commission) license. Currently, the Call Sign is a seven-character identifier where the first four characters are alphabetic and the last three characters are numeric.

<b>Term</b>	<b>Definition</b>
CDMA	Code Division Multiple Access. One form of digital wireless service. CDMA systems based on the TIA IS-95 standard generally include an AMPS analog compatibility mode.
Central Office (CO) Code	The sub-NPA code in a telephone number, i.e., digits D-E-F of a 10-digit NANP Area address. Central office codes are in the form "NXX", where N is a number from 2 to 9 and X is a number from 0 to 9. Central office codes may also be referred to as "NXX codes" (Title 47 US Code of Federal Regulations (C.F.R.) § 52.7(c)).
Certify	To confirm, through a formal statement, that information is true, accurate, and complete to the best of one's knowledge.
Conservation	Consideration given to the efficient and effective use of MBIs, a finite resource, in order to minimize the need to expand its availability while at the same time allowing the maximum flexibility in the introduction of new services, capabilities and features.
Grandfathering	<p>The retention of MINs that are the same as the wireless service provider's assigned MDNs. Grandfathering will occur for the service provider between May 15, 2002 and August 19, 2002.</p> <p>For additional details on Grandfathering, see Annex E.</p>
Home Location Register (HLR)	A network element that stores identity (including MIN and MDN), validation and profile information for mobile subscribers and terminals.
Home Network Identifier. (HNI)	The segment of a US/Canadian IMSI that contains the Mobile Country Code and the Mobile Network Code of the wireless service provider.
Home wireless network	The network in which the mobile user is subscribed and from which a visited network obtains authorization for service.
IFAST	International Forum on ANSI-41 Standards Technology
Implementation Date	The deadline by which a service provider must assign and activate an initial MIN within the MBI to a wireless end user. Refer to sections 6.6 and 6.7.

<b>Term</b>	<b>Definition</b>
International Mobile Subscriber Identity (IMSI)	The IMSI is a string of decimal digits, up to a maximum of 15 digits, that identifies a unique mobile terminal or mobile subscriber internationally. The IMSI consists of three fields: the MCC, the MNC, and the MSIN.
International Roaming MIN (IRM)	A 10-digit MIN, starting with 0 or 1, allocated by IFAST.
Licensee ID	A nine-character identifier (an 'L' followed by eight digits) assigned by the FCC to an applicant/licensee at the time its Taxpayer Identification Number (TIN) is registered. The licensee ID is displayed to the public instead of the TIN on all applications in the space where a TIN would normally appear.
MIN Block Identifier (MBI)	The first 6 digits of a block of 10,000 MINs, used to uniquely identify a wireless service provider.
MBI Administrator	The MBI Administrator is the entity that assigns and manages the MBI resources.  Administrator contact information can be found in Annex D.
MBI Oversight Council (MOC)	The MOC is an industry group that develops and maintains guidelines for the national administration of MBIs. The MOC provides a forum to 1) Maintain and modify the <i>MBI Assignment Guidelines and Procedures</i> , 2) Resolve issues referred to the MBI Administrator but not resolved to the satisfaction of the applicant or the MBI Administrator, and 3) Request that the MBI Administrator perform assignment audits of service providers, if necessary. The MOC is an open forum in which any interested party (e.g., industry representatives, regulatory representatives and industry associations) may participate.
Mobile Directory Number (MDN)	The number that is dialed to reach a mobile subscriber.
Mobile Identification Number (MIN)	Defined in ANSI TIA/EIA-553. The 10-digit number that is used to identify a Mobile Station (and its HLR) over the radio interface.
Mobile Station	Interface equipment used to terminate the radio path at the user side. For the purposes of this document, the term is limited to radio equipment that uses a MIN identifier.

<b>Term</b>	<b>Definition</b>
Mobile Subscriber Number (MSN)	Last 4 digits of a 10-digit MIN.
North American Numbering Plan (NANP)	A numbering structure created by the application of ITU-T Recommendation E.164 Numbering Plan for the area served by the NANP. This provides a numbering architecture in which every station in the area served by the plan is identified by a unique ten-digit address consisting of a three-digit NPA code, a three digit central office code, and a four-digit line number. This plan includes the USA and its territories, Canada and various Caribbean nations.
Roaming Clearinghouse	A service company that collects and processes roaming and billing information for a number of wireless service providers. The clearinghouse then transfers the compiled roaming data to the proper wireless service providers for credits and billing, based on the MBI assignment data that the wireless service providers have previously provided to the clearinghouse.
Service Account	A structure that is set up by the MBI Administrator at the request of the service provider under which Sub-Accounts may exist. The number of Service Accounts is determined by the service provider.
Shared or Partial MBI	Any MBI assignment to a wireless service provider of less than the entire 10,000 MINs within the MBI.
Sub-account	A structure of one or more accounts that may exist under a Service Account. A particular Sub-account may only exist under one Service Account. The number of Sub-accounts is determined by the service provider.
TDMA	Time Division Multiple Access. One form of digital wireless service. TDMA systems based on the TIA/EIA IS-54-B and TIA/EIA IS-136 standards generally include an AMPS analog compatibility mode.
TIA/EIA	Telecommunications Industry Association/Electronic Industry Association. Designation used as part of a wireless standard's document identification scheme.
Transfer Date	The date in which an MBI is transferred from the current Assignee to a new Assignee.

<b>Term</b>	<b>Definition</b>
User Agreement	A required document that will be signed by each company/service provider to allow Applicants to obtain MBI assignments or set up Service Accounts and Sub-accounts.
Utilization Rate	Assigned MINs for a given Service Account or Sub-account divided by the total number MINs in that Service Account or Sub-account. For the Service Account or Sub-account requested, the Utilization Rate percentage, $(U / (M * 10,000)) * 100$ , must be greater than 60% where U is the total number of MINs assigned or aging under the Service Account or Sub-account and M is the total number of MBIs assigned to the Service Account or Sub-account.
Visited wireless network	The network from which the mobile-station obtains service while not in its home wireless network.

### 13 REFERENCES

- 13.1 ANSI TIA/EIA-553, Mobile Station - Land Station Compatibility Specification. Electronics Industry Association, September 1989.
- 13.2 Telephone Network and ISDN - Operation, Numbering Routing and Mobile Service; Recommendation E.212, Annex to ITU Operations Bulletin No. 615.1 III-199614.3
- 13.3 International Mobile Station Identity (IMSI) Assignment Guidelines and Procedures. Cellular Telecommunications & Internet Association (CTIA) 1996.
- 13.4 TSB29 Revision C - International Implementation of Wireless Telecommunications Systems, Compliant with TIA/EIA-41.
- 13.5 ATIS INC Central Office Code (NXX) Assignment Guidelines - ATIS-0300051 (go to [www.atis.org](http://www.atis.org) to download the current version).
- 13.6 ITU-T Rec. E.212 (IMSI), The International Identification Plan For Mobile Terminals and Mobile Users.

**Annex A: MIN Blocks Excluded from Assignment**

MIN resources from the following blocks are defined as "Troublesome Central Office Codes" by ANSI TIA/EIA-553 and should not be allocated. However, if an allocation of a corresponding central office code has been made, then the MBI corresponding to the Troublesome code can be made available by submitting the Indemnification form located in the "MBI Administrator News" page of the public web site.<sup>7</sup>

<b>Troublesome MBI</b>	<b>Troublesome if 7th digit is...</b>
<i>XXX 007</i>	0,8,9
<i>XXX 056</i>	2
<i>XXX 070</i>	1-7
<i>XXX 150</i>	2
XXX 224	2
XXX 225	4,5
XXX 288	2
XXX 339	0,8,9
XXX 352	2
XXX 353	4,5
XXX 416	2
XXX 470	2
XXX 481	4,5
XXX 508	2
XXX 509	4,5
XXX 544	2
XXX 568	1,2,3,4,5,6,7
XXX 595	0,8,9
XXX 663	0-9
XXX 664	0-9
XXX 665	0-9
XXX 666	0-9
XXX 672	2
XXX 736	2
XXX 737	4,5
XXX 790	2
XXX 851	0,8,9
XXX 864	2
XXX 865	4,5
XXX 890	0-9
XXX 899	0-9
XXX 909	0-9
XXX 928	2
XXX 992	2
XXX 993	4,5

<sup>7</sup> Note that the first four MIN blocks (shown in italics) are already excluded because they contain a fourth digit that is either a 0 or 1.

## **Annex B: Forms**

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The forms in this annex are used by an Applicant or Assignee to communicate with the Administrator. These forms may exist in either printable format or via Web pages. The process of submitting forms online is optimized for the convenience of the Applicant. Therefore, forms included in these Guidelines may not appear identical to the Web pages. The included forms are:

### **Account Management – Service Account Application**

The wireless service provider will use this form to set up, delete or update a Service Account with the Administrator. Please note that the Applicant is required to provide at least one existing wireless license Call Sign<sup>8</sup> per Service Account to the Administrator when this form is initially submitted. Each Service Account must have a unique license Call Sign. The Administrator will place this information on file. All future form submittals will be cross-referenced to the company name information for validation.

### **Account Management – Sub-Account Application**

This form is used to set up, delete or update a Sub-Account within an existing Service Account. No license Call Sign is required for Sub-Accounts but the MBI Assignments will be reflected with the Licensee ID or license Call Sign registered to the Service Account to which the Sub-Account belongs.

### **Contact Management – Contact Management**

This form is used to add a new Contact to the company or update an existing Contact's demographic information. After the Contact is created, use the Service Account Application to associate a Contact to a Service Account.

### **MBI Management – New MBI Application**

Applicants use this form to apply for a previously unallocated MBI after the Grandfathering Date or to request partial range assignments under the criteria outlined in Annex G.

### **MBI Management – MBI Assignment Change**

Assignees use this form to notify the Administrator of a change in any of the assignment information; for example, to record the transfer of an MBI to a new service provider, to record the transfer of an MBI within the same service provider from one account to another, or to request an extension to the Implementation Date or Transfer Date. This form is used after the completion of the Grandfathering period (September 3, 2002).

### **MBI Management – MBI Assignment Return**

Assignees use this form to return to the pool any MBIs that are no longer required. This form is used after the completion of the Grandfathering period (September 3, 2002).

### **MBI Response – Confirmation of Application**

<sup>8</sup> Previously, the Applicant was required to provide its FCC Licensee ID rather than its license Call Sign. Wireless service providers are not required to provide Call Signs for already established Service Accounts. A license Call Sign is only required for a new Service Account application.

The Administrator will use this form to notify the Applicant of the outcome of their applications (refer to the forms listed above). If the request is for a transfer of MBI(s) then both the new and old Assignee(s) would be notified.



MBI Administration  
% Brad Solomon  
3833 Greenway Drive  
Lawrence, KS 66046

Phone: 785.331.2323  
FAX: 785.838.2152  
[mbiadmin@vangent.com](mailto:mbiadmin@vangent.com)

# Account Management – Service Account Application

## Requester Information

Company Number:	<input type="text"/>	Company Name:	<input type="text"/>
Requester's User ID:	<input type="text"/>	Phone:	<input type="text"/>

## Request Type

New Service Account

Update Existing Account; Service Account ID:

## Application Data

Service Acct. Name:	<input type="text"/>
Call Sign:	<input type="text"/>
	<input type="text"/>

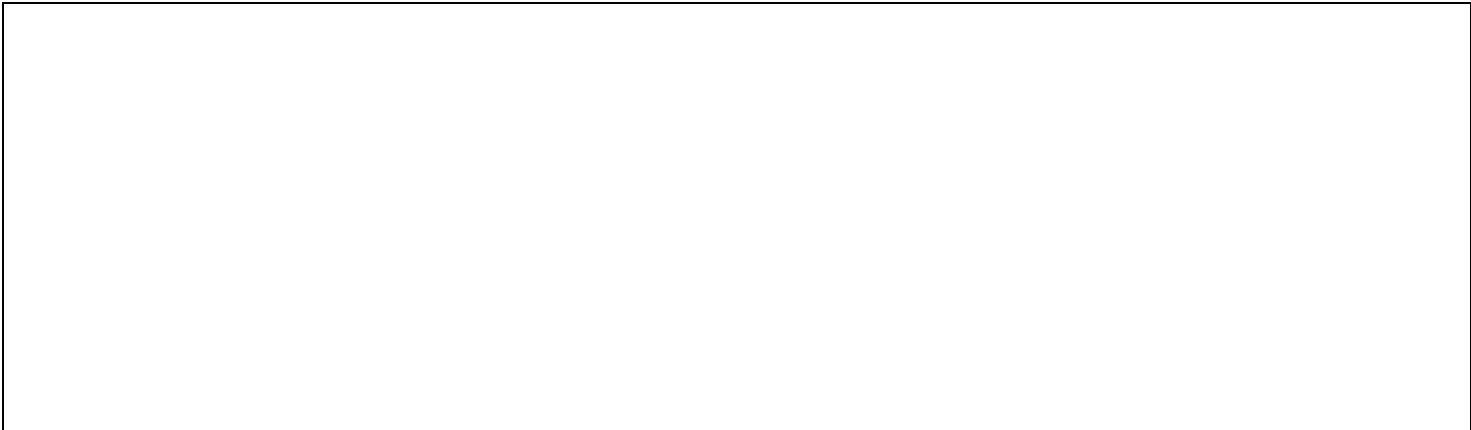
To ADD authorized Contacts to this Service Account, Provide the Contact IDs here:

## Comments



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### Payment Information

Payment Amount = \$85

- For each new Service Account there is a non-refundable/non-recurring application fee.
- This fee does not apply to deletion or modification (updates) to existing Service Accounts.

Enclosed Check – Number:

**Please make checks payable to:  
Vangent, MBI Administration.**

Credit Card – Check card type and complete information below:     MasterCard     Visa     AmEx

Credit Card Number:	<input type="text"/>	Expiration Date:	<input type="text"/>
Card Holder's Name:	<input type="text"/>		
Mailing Address:	<input type="text"/>		
Mailing Address:	<input type="text"/>		
City:	<input type="text"/>	State:	<input type="text"/>
	<input type="text"/>	Zip:	<input type="text"/>

---

### Certification

**I am the authorized user to which the Requester's User ID (entered above) was assigned and I certify that the information provided on this form is accurate. If provided, I also authorize the above credit card payment information.**

Authorized Name (printed):	<input type="text"/>
Authorized Signature:	<input type="text"/>
Date Signed:	<input type="text"/>





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---

### Payment Information

Payment Amount = \$85

- For each new Service Account there is a non-refundable/non-recurring application fee.
- This fee does not apply to deletion or modification (updates) to existing Service Accounts.

Enclosed Check – Number:  Please make checks payable to:  
Vangent, MBI Administration.

Credit Card – Check card type and complete information below:     MasterCard     Visa     AmEx

Credit Card Number:	<input type="text"/>	Expiration Date:	<input type="text"/>
Card Holder's Name:	<input type="text"/>		
Mailing Address:	<input type="text"/>		
Mailing Address:	<input type="text"/>		
City:	<input type="text"/>	State:	<input type="text"/>
		Zip:	<input type="text"/>

---

### Certification

I am the authorized user to which the Requester's User ID (entered above) was assigned and I certify that the information provided on this form is accurate. If provided, I also authorize the above credit card payment information.

Authorized Name (printed):	<input type="text"/>
Authorized Signature:	<input type="text"/>
Date Signed:	<input type="text"/>



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# Contact Management

## Requester Information

Company Number:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Company Name:	<input type="text"/>
Requester's User ID:	<input type="text"/>			Phone:	<input type="text"/>	

## Application Data

- New Contact  
 Update Contact  
 Deactivate Contact

**For Updates and Deactivations, Provide Contact ID Below:**

Contact First Name:	<input type="text"/>		Last Name:	<input type="text"/>		
Address:	<input type="text"/>					
Address:	<input type="text"/>					
City:	<input type="text"/>	State:	<input type="text"/>	Zip:	<input type="text"/>	<input type="text"/>
Phone Number:	<input type="text"/>		Fax:	<input type="text"/>		
E-mail Address:	<input type="text"/>					

**Note: The User ID and Password will be e-mailed to the New Contact. For authentication purposes, they will need to enter the phone number and zip code supplied on this form in order to log in for the first time. Once the Contact is created, they can be added to Service Accounts through a Form A, Service Account update.**

## Comments

## Certification

I am the authorized user to which the Requester's User ID (entered above) was assigned and I certify that the information provided on this form is accurate. If provided, I also authorize the above credit card payment information.

Authorized Name (printed):	<input type="text"/>
Authorized Signature:	<input type="text"/>



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Date Signed:



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# MBI Management – New MBI Application

## Requester Information

Company Number:	<input type="text"/>	Company Name:	<input type="text"/>
Requester's User ID:	<input type="text"/>	Phone:	<input type="text"/>

## Application Data

Account ID:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Account Name:	<input type="text"/>		
Range Requested:	<b>Whole</b> <input type="checkbox"/> <b>Partial</b> <input type="checkbox"/> <b>Partial ranges can only be approved if you have met the requirements in Annex G of the MBI Assignment Guidelines and an issue contribution has been approved by the MOC. Please include the MOC Issue Contribution Number in the Comments field.</b>		
Specified MBI Number:	<input type="text"/>	Or <input type="checkbox"/> Check here to select next available MBI	
Requested Range (if requesting a partial range):	<input type="text"/>	<input type="text"/>	<input type="text"/>
MBI Implementation Date:	<input type="text"/>		

### Will This MBI be used in a Non-LNP environment?

- Yes – If you answer “Yes,” you must supply a “Specified MBI Number” above to match the assigned NPA-NXX.
- No

### Has this account reached 60% utilization per Section 6.3 of the MBI Assignment Guidelines and Procedures?

- Yes
- No – If you answer “No,” please attach a utilization exception per Section 6.4 of the **MBI Assignment Guidelines and Procedures** and any supporting information.

## Comments



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**Payment Information**

Payment Amount = (Standard Rate + \$5 if manual application)

- For each new MBI there is a non-refundable/non-recurring application fee.

Enclosed Check – Number:

Please make checks payable to:  
Vangent, MBI Administration.

Credit Card – Check card type and complete information below:  MasterCard  Visa  AmEx

Credit Card Number:	<input type="text"/>	Expiration Date:	<input type="text"/>
Card Holder's Name:	<input type="text"/>		
Mailing Address:	<input type="text"/>		
Mailing Address:	<input type="text"/>		
City:	<input type="text"/>	State:	<input type="text"/>
		Zip:	<input type="text"/>

**Certification**

I am the authorized user to which the Requester's User ID (entered above) was assigned and I certify that the information provided on this form is accurate. If provided, I also authorize the above credit card payment information.

Authorized Name (printed):	<input type="text"/>
Authorized Signature:	<input type="text"/>
Date Signed:	<input type="text"/>



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## MBI Management – MBI Assignment Change

### Requester Information

Company Number:	<input type="text"/>	Company Name:	<input type="text"/>
Requester's User ID:	<input type="text"/>	Phone:	<input type="text"/>

### Application Data

**Part I** - If you are transferring all of your MBIs, please complete this section (Part I).

I am transferring all MBIs for this company.

Company ID:	<input type="text"/>	When MBI transfer is complete would you like to deactivate your company?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
-------------	----------------------	--	------------------------------	-----------------------------

Note: if you do not deactivate your account, you will be charged an annual maintenance fee.

**Part II** - If you are transferring one or more, but not all, of your MBIs, please complete this section (Part II).

Account ID:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Please attach a list of all MBIs being transferred and submit the list with this form.									

### Part III

Action:	}	<input type="checkbox"/> Implementation Date Change	New Date:	<input type="text"/>	MBI Being Changed.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
		<input type="checkbox"/> Transfer Date Change	New Date:	<input type="text"/>	MBI Being Changed.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
		<input type="checkbox"/> New Transfer	Transfer Date:	<input type="text"/>							

### Transfer Data

Reason Code:	<input type="checkbox"/> Acquisition of Assets	<input type="checkbox"/> Acquisition of legal entity	<input type="checkbox"/> Merger of two entities	<input type="checkbox"/> Other					
Reason for Transfer:	<input type="text"/>								
Transfer to Acct. ID:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
If transferring to a different company, or if the transferring contact does not have access to both accounts, then an authorized User ID for the receiving account must be supplied here. Both the Requesting Contact and Receiving Contact, if different, must provide signatures on page two of this form.									
Receiver's User ID:	<input type="text"/>	Phone:	<input type="text"/>						



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**Comments**

**Payment Information**

- There is no charge for changes made within the same company.
- There is a \$130.00 fee if MBIs are being transferred between two different companies.

Enclosed Check – Number:

**Please make checks payable to:  
Vangent, MBI Administration.**

Credit Card – Check card type and complete information below:     MasterCard     Visa     AmEx

Credit Card Number:	<input style="width: 95%; height: 20px;" type="text"/>	Expiration Date:	<input style="width: 95%; height: 20px;" type="text"/>
Card Holder's Name:	<input style="width: 99%; height: 20px;" type="text"/>		
Mailing Address:	<input style="width: 99%; height: 20px;" type="text"/>		
Mailing Address:	<input style="width: 99%; height: 20px;" type="text"/>		
City:	<input style="width: 95%; height: 20px;" type="text"/>	State:	<input style="width: 95%; height: 20px;" type="text"/>
		Zip:	<input style="width: 95%; height: 20px;" type="text"/>

**Certification**

**I am the authorized user to which the Requester's User ID (entered above) was assigned and I certify that the information provided on this form is accurate. If provided, I also authorize the above credit card payment information.**

Authorized Name (printed):	<input style="width: 98%; height: 20px;" type="text"/>
Authorized Signature:	<input style="width: 98%; height: 20px;" type="text"/>
Date Signed:	<input style="width: 98%; height: 20px;" type="text"/>

**Certification**

**I am the authorized user to which the Receiver's User ID (entered above) was assigned and I certify that the information provided on this form is accurate. If provided, I also authorize the above credit card payment information.**



MBI Administration  
% Brad Solomon  
3833 Greenway Drive  
Lawrence, KS 66046

Phone: 785.331.2323  
FAX: 785.838.2152  
[mbiadmin@vangent.com](mailto:mbiadmin@vangent.com)

Receiver's Name (printed):

Receiver's Signature:

Date Signed:



MBI Administration  
 % Brad Solomon  
 3833 Greenway Drive  
 Lawrence, KS 66046

Phone: 785.331.2323  
 FAX: 785.838.2152  
[mbiadmin@vangent.com](mailto:mbiadmin@vangent.com)

# MBI Management – MBI Assignment Change

## Requester Information

Company Number:     Company Name:

Requester's User ID:  Phone:

## Application Data

Account ID:     —     —

Account Name:

Action: {  Implementation Date Change    New Date:     MBI Being Changed.

Transfer Date Change    New Date:     MBI Being Changed.

New Transfer    Transfer Date:

Record below, specific MBIs being transferred. Or, if transferring all MBIs in this account, check this box.

MBIs:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
MBIs:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Note: If you have more than 6 MBIs to transfer, attach the list on a separate sheet and check here.

## Transfer Data

Reason for Transfer:

Transfer to Acct. ID:     —     —

Account Name:

**If transferring to a different company, or if the transferring contact does not have access to both accounts, then an authorized User ID for the receiving account must be supplied here. Both the Requesting Contact and Receiving Contact, if different, must provide signatures on page two of this form.**

Receiver's User ID:  Phone:



MBI Administration  
% Brad Solomon  
3833 Greenway Drive  
Lawrence, KS 66046

Phone: 785.331.2323  
FAX: 785.838.2152  
[mbiadmin@vangent.com](mailto:mbiadmin@vangent.com)

---

**Comments**



MBI Administration  
% Brad Solomon  
3833 Greenway Drive  
Lawrence, KS 66046

Phone: 785.331.2323  
FAX: 785.838.2152  
[mbiadmin@vangent.com](mailto:mbiadmin@vangent.com)

**Payment Information**

- There is no charge for changes made within the same company.
- There is a \$130.00 fee if MBIs are being transferred between two different companies.

Enclosed Check – Number:  **Please make checks payable to:  
Vangent, MBI Administration.**

Credit Card – Check card type and complete information below:     MasterCard     Visa     AmEx

Credit Card Number:	<input type="text"/>	Expiration Date:	<input type="text"/>
Card Holder's Name:	<input type="text"/>		
Mailing Address:	<input type="text"/>		
Mailing Address:	<input type="text"/>		
City:	State:	Zip:	<input type="text"/>

**Certification**

**I am the authorized user to which the Requester's User ID (entered above) was assigned and I certify that the information provided on this form is accurate. If provided, I also authorize the above credit card payment information.**

Authorized Name (printed):	<input type="text"/>
Authorized Signature:	<input type="text"/>
Date Signed:	<input type="text"/>

**Certification**

**I am the authorized user to which the Receiver's User ID (entered above) was assigned and I certify that the information provided on this form is accurate. If provided, I also authorize the above credit card payment information.**

Receiver's Name (printed):	<input type="text"/>
Receiver's Signature:	<input type="text"/>



MBI Administration  
% Brad Solomon  
3833 Greenway Drive  
Lawrence, KS 66046

Phone: 785.331.2323  
FAX: 785.838.2152  
[mbiadmin@vangent.com](mailto:mbiadmin@vangent.com)

Date Signed:



MBI Administration  
% Brad Solomon  
3833 Greenway Drive  
Lawrence, KS 66046

Phone: 785.331.2323  
FAX: 785.838.2152  
[mbiadmin@vangent.com](mailto:mbiadmin@vangent.com)

## MBI Management – MBI Assignment Return

### Requester Information

Company Number:	<input type="text"/>	Company Name:	<input type="text"/>
Requester's User ID:	<input type="text"/>	Phone:	<input type="text"/>

### Application Data

Account ID:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Account Name:	<input type="text"/>											
MBI to be Returned:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Last Date in Use:	<input type="text"/>											
Number of MINs in MBI being Returned:	<input type="text"/>											
Reason for Return:	<input type="text"/>											

### Comments

### Certification

I am the authorized user to which the Requester's User ID (entered above) was assigned and I certify that the information provided on this form is accurate. If provided, I also authorize the above credit card payment information.

Authorized Name (printed):	<input type="text"/>
----------------------------	----------------------



MBI Administration  
% Brad Solomon  
3833 Greenway Drive  
Lawrence, KS 66046

Phone: 785.331.2323  
FAX: 785.838.2152  
[mbiadmin@vangent.com](mailto:mbiadmin@vangent.com)

Authorized Signature:

--

Date Signed:

--



MBI Administration  
% Brad Solomon  
3833 Greenway Drive  
Lawrence, KS 66046

Phone: 785.331.2323  
FAX: 785.838.2152  
[mbiadmin@vangent.com](mailto:mbiadmin@vangent.com)

## **MBI Response – Confirmation of Application**

The Administrator has reviewed your application. The details of the application status and decision are listed below:

---

Application ID:	
Application Type:	
Company:	
Submitted By:	

---

Account ID:	
Account Name:	
MBI:	

---

Due Date:	
Fee Remaining:	
Responsibility:	

---

Validation Results:	<input type="checkbox"/> <b>Approved</b>	<input type="checkbox"/> <b>Suspended</b>	<input type="checkbox"/> <b>Postponed</b>	<input type="checkbox"/> <b>Denied</b>	<input type="checkbox"/> <b>Pending</b>
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**Instructions:**



MBI Administration  
% Brad Solomon  
3833 Greenway Drive  
Lawrence, KS 66046

Phone: 785.331.2323  
FAX: 785.838.2152  
[mbiadmin@vangent.com](mailto:mbiadmin@vangent.com)

Administrator Name (printed):	
Administrator Signature:	
Date Signed:	

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**Annex D: Contact Information**

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**MBI Administration**

MBI Administration Help Desk  
Vangent, Inc.  
Tel. 785-331-2323  
Fax. 785-838-2152  
Email: [mbiadmin@vangent.com](mailto:mbiadmin@vangent.com)

Mitch Kaufman  
Project Executive, MBI Administration  
Vangent, Inc.  
Tel. 703-435-8255  
Email: [mitch.kaufman@vangent.com](mailto:mitch.kaufman@vangent.com)

**IRM Administration**

International Forum for ANSI-41 Standards Technology (IFAST) -- <http://www.ifast.org/>  
IFAST Secretariat [[ifastsec@ifastltd.org](mailto:ifastsec@ifastltd.org)]

## **Annex E: Grandfathering**

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### BACKGROUND / HISTORY

GRANDFATHERING was an initial process that was used between May 15, 2002 and August 30, 2002 to allow service providers the ability to obtain the MBIs that matched their existing NPA/NXX or NPA/NXX-X inventory.

All NPA/NXXs or NPA/NXX-Xs in use by or assigned to a NANP service provider on or before the Grandfathering Date (August 19, 2002) were eligible for assignment as MBIs.

Grandfathering allowed SPs the ability to obtain their start-up MBI inventory by matching their existing NPA/NXX(s) or NPA/NXX-X(s).

At the discretion of the MOC, Grandfathering may be re-instituted (with any needed revisions), based on Industry requirements at the time of the request. Any request to reopen Grandfathering will require a formal Issue Contribution submitted to the MOC for their approval (which must follow the MBI Oversight Council Procedures for Issue Submission and Discussion).

Grandfathering was also used to acquire MBIs for the Puerto Rico NPA/NXXs. The Puerto Rico MBIs were not initially included in the MBI inventory because no MSAs in Puerto Rico were classified as being in the top 100 MSAs (1990 US Census), and therefore the Puerto Rico NPAs were not involved in the initial Pooling Rollout Schedule. As a result of the 2000 US Census, San Juan/Bayamon, PR MSA is now part of the top 100 MSAs - and needed to be included in the MBI inventory. The addition of these NPAs (787 and 939) was accomplished through the SOW process.

### PROCESS

- Service providers submitted the appropriate Service Account Registration form and a signed MBI User Agreement during the forty-five day period between April 15, 2002 and June 28, 2002 in order to guarantee inclusion in the July 15, 2002 MBI Assignment List.
- On May 15, 2002 the MBI Administration Web site went online for the appropriate Service Account Registration form and Grandfathered Code Association to SVC Acct form processing
- Initially all **participating** service providers paid a non-recurring charge per MBI that was to be Grandfathered. This non-recurring/non-refundable charge allowed for start-up fees for MBI administration. This non-recurring/non-refundable charge was collected by the Administrator from all MIN-based service providers who grandfathered MBIs.
- All Assignees and Applicants of MBI resources were required to establish one or more Service Accounts with the Administrator by completing the appropriate Service Account application form. No grandfathering could occur without such a Service Account, which required that Account Setup Fees were paid and User Agreements signed.

- Each service provider who grandfathered MBIs associated each MBI with a Service Account or Sub-Account.
- The Administrator then attempted to identify those MBIs that qualify for Grandfathering. If there were any discrepancies in the Administrator’s list, the Assignee was required to submit the appropriate Grandfather Notification Exception form.
- The Administrator established, by service provider , a list of all MBIs assigned as of July 15, 2002, which was 45 calendar days before the end of Grandfathering, and forwarded the list to the appropriate service providers for verification purposes.
- Verification: After July 15, 2002, the service providers were responsible for verifying the list of MBIs that were compiled for their Service Accounts. Between July 15, 2002 and August 30, 2002, using the appropriate Confirmation and Payment form, the service providers verified, confirmed and paid for grandfathered MBIs that were listed in each Service Accounts and Sub-Accounts.
- Once verification was complete, notification was sent to each service provider with confirmation of Grandfather MBI assignments.
- Updates: Any updates (July 15, 2002 – August 19, 2002) were performed using the appropriate MBI Grandfathering Exception Notification form (either Web based, hard copy or by submitting an Excel file).
- Exception: Between September 3, 2002 and November 24, 2002 an exception to the 60% utilization requirement for a Form B application was made if an MBI was being requested to match a newly assigned NPA/NXX.
- After the November 24, 2002 date, this exception was no longer needed since MIN/MDN separation was implemented by the industry.
- All eligible MBIs that had not been grandfathered by completion of Grandfathering were made available for assignment after the Aging Period established by these Guidelines.
- After the Grandfathering period no further Shared MBI block assignments were possible.

EXCEPTIONS / SPECIAL CIRCUMSTANCES

- Requests to grandfather MBIs of the format 0XXXXXX or 1XXXXXX were forwarded to the IFAST, with the exception of those codes already recorded in TSB29. Coordinate with the appropriate industry bodies, MBIs that have been grandfathered in the IFAST IRM MBI block range to ensure that records are complete and prevent duplicate assignments. See section 7.1 for current process.
- Requests to Grandfather MBIs of the format NXX0XX or NXX1XX were accepted from NANP area service providers on a first-come, first-served basis. This information was also reported to the appropriate body for inclusion in TSB29 or its equivalent. See section 7.2 for current process.

- Allowances were made to grandfather troublesome central office codes, as needed. The service provider submitted the Part 3, along with the Indemnification Form, if required. This process allowed the MBI to be placed in the available pool and assigned to the SP.
- An MBI could be shared when MIN blocks were grandfathered. MBI sharing occurred when two service providers had been allocated different portions of the same block of 10,000 MINs. Allowances were made to grandfather shared MIN blocks as needed, however, this procedure was discouraged. If there were multiple service providers in a shared MBI, the MBI portion assigned to each service provider was grandfathered. Shared MBIs were reported by the service provider on Grandfathered Code Association to Service Account Form or as an exception on the MBI Grandfathering Exception notification.
- After Grandfathering, no further shared MIN block assignments were possible. However, exceptions have been made on a case-by-case basis as approved by the MOC.
- If requested by the Administrator, the Assignee of a grandfathered MBI would have certified that the MBI was in use.

GRANDFATHERING FORMS

The following forms in this annex were only used during the Grandfathering process<sup>9</sup>.

**Form A1 - Grandfathered Code Association to Service Account**

Applicants used this form to associate Grandfathered MBIs with the correct Service Accounts during Grandfathering.

**Form C - MBI Grandfathering Exception Notification**

Applicants used this form to report any additions or deletions to the Grandfathered MBI list issued by the Administrator. Applicants also used this form to indicate MBIs they did not wish to claim. This form was used during Grandfathering.

**Form F - Confirmation and Payment Form**

Assignees used this form to confirm and pay for the MBIs that were to be Grandfathered for a service provider. Each service provider was responsible for reviewing the MBIs that were assigned to its own Service Accounts or Sub-accounts. Once this had been validated, the service provider filled out Form F to confirm and supply payment for the Grandfathered MBIs. This form was used during the Grandfathering period from July 15, 2002 through August 30, 2002.

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<sup>9</sup> Examples of these forms can be found in version 1.6 of the Guidelines on the MBI Oversight Council News page.

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## **ANNEX F: AUDITS**

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**This annex is not an integral part of the guidelines.**

At the determination of the MBI Oversight Council, the Administrator may be requested to perform assignment audits. This requirement is not considered to be the ongoing responsibility of the Administrator unless agreed to by the MBI Oversight Council. The Administrator may recommend to the MBI Oversight Council that a specific audit be performed.

In the event an audit is required, the Administrator will first seek clarification from the Assignee regarding any alleged non-use or misuse. If the Assignee provides an explanation satisfactory to the Administrator, and in conformance with these assignment guidelines, the MBI will remain assigned. If no satisfactory explanation is provided, the Administrator will request the Assignee to return the assigned MBI. If a direct contact cannot be made with the Assignee to effect the above process, a registered letter will be sent to the Assignee address of record requesting that they contact the Administrator within thirty days regarding the alleged MBI non-use or misuse. If the response is unsatisfactory, or the letter is returned as non-delivered, the Administrator will advise the Assignee and/or MBI Oversight Council that the MBI will be reclaimed and will be made available for reassignment following the required Aging Period unless the MBI Oversight Council advises otherwise within thirty days.

- The Administrator may conduct an audit of an Assignee's assignment records. The purpose of an audit will be to verify the Assignee's compliance with the provisions set forth in these guidelines.
- These audits will be conducted at the Assignee's premises or at a mutually agreed to location and at a mutually agreed to time.
- The Administrator will not copy or remove the information from the premises nor will they disclose the information to non-Administrator personnel.
- The Administrator will expect to review the following information to ensure conformance with these guidelines and the proper use of the MBI resource.

Verification of:

- MBI assignment date
- MBI implementation date
- Percentage utilization of each MBI
- Audit results should be used to identify and recommend to the MBI Oversight Council (MOC) specific corrective actions that may be necessary . Examples of specific corrective actions, which may be proposed, are as follows:
  - Modifications to these assignment guidelines to reflect the specific circumstance revealed by the audit,

- Additional training for Assignees concerning the assignment guidelines,
  - Return of assigned MBIs,
  - Requirements for supporting documentation of future MBI requests in non-compliant situations, or
  - Modifications to the process in which records are maintained or MBIs are assigned.
- Audit results with respect to Assignee information and/or recommended Assignee process modifications shall be treated on a proprietary and confidential basis.
  - Failure to participate or cooperate in an audit shall result in the invocation of MBI reclamation procedures.
  - As the result of an audit, the Administrator shall take action to reclaim from any Assignee, MBIs identified as no longer required, not activated, or not used in conformance with these assignment guidelines.

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## **ANNEX G: SHARED or PARTIAL MBI ASSIGNMENTS**

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### **Background**

Shared or partial MBIs exist in some service providers' networks and in the Administrator's database for several reasons, but primarily due to how numbering resources were acquired by wireless service providers before MIN/MDN separation was required to support MDN thousands-block number pooling and MDN local number portability.

Prior to MIN/MDN separation, some wireless service providers often obtained MDN numbering resources from another service provider (typically a wireline local exchange carrier) rather than from the NANPA. These MDNs were typically given to the wireless service providers in blocks of 100 numbers or 1,000 numbers, instead of the entire 10,000 numbers that comprise an MDN central office code. Often the wireline local exchange carrier would provide numbering resources to two wireless service providers from the same MDN central office code. Thus, when the wireless service providers announced the matching MINs to a roaming clearinghouse, the MBI was "shared" between the two service providers, each claiming a portion of the MINs instead of either service provider claiming the entire 10,000 MINs. When the MBI grandfathering process was completed in 2002 (see Annex E), this resulted in shared or partial MBIs being assigned to service providers, and left some shared or partial MBIs to remain unused.

**Example:** Service Provider A received NXX-ABC-0000-0999 as MDN resources from a wireline carrier, and Service Provider B received NXX-ABC-1000-1999 as MDN resources from the same wireline carrier. Service Provider A announced NXX-ABC-0000-0999 in a roaming clearinghouse and Service Provider B, seeing no other claim to the rest of the MINs within the MBI, announced NXX-ABC-1000-9999 to a roaming clearinghouse. Or in some cases, Service Provider B may have only announced NXX-ABC-1000-1999 to a roaming clearinghouse, leaving the NXX-ABC-2000-9999 MINs unclaimed and unassigned in both the Administrator and roaming clearinghouse' database(s).

### **Criteria for Shared or Partial MBI Assignment**

If the entire MBI (all 10,000 MINs) is not available for assignment, then the MBI Oversight Council may approve and the Administrator may assign shared or partial MBIs in the following situations:

1. A service provider who has been an existing User that is ensuring that information in a roaming clearinghouse and its assignments from the Administrator are synchronized. A service provider may request partial MBIs from the Administrator to match what has been previously announced in a roaming clearinghouse, but only if the entire MBI is not available for assignment and the request does not conflict with assignments the Administrator has already made to other service providers.
2. A service provider who just became a User that needs to apply for and be assigned shared or partial MBIs that it had previously announced in a roaming clearinghouse. For example, a service provider that did not participate in the 2002 MBI grandfathering process (See Annex E) would need to apply for and be assigned the MBIs that it had been using and announced in a roaming clearinghouse. If the entire MBI is available, the Administrator will assign the entire MBI. If the entire MBI is not available, the Administrator may assign shared or partial MBIs to match roaming clearinghouse records if the shared or partial MBIs are available for assignment and do not conflict with assignments the Administrator has already made to other service providers.
3. A service provider who is an existing User assigned a partial range of an MBI may determine that the remaining partial ranges of the MBI are not assigned to another service provider by the Administrator and no other service provider has announced those remaining partial ranges of the MBI in a roaming clearinghouse. The service provider may then choose to obtain the remaining ranges to fully utilize the 10,000 MINs within the MBI. If the service provider is the only service provider assigned ranges from the MBI, the service provider may apply for the remaining partial ranges on a per MBI range basis (at the current entire MBI price), or the service provider may return its existing partial ranges and then apply for the entire MBI once the MBI aging process has been completed.
4. A service provider who is an existing User assigned a shared or partial range of an MBI may determine that the remaining partial ranges of the MBI are not assigned to another service provider and no other service provider has announced those remaining partial ranges of the MBI in a roaming clearinghouse. The service provider may then choose to obtain the remaining ranges to fully utilize the 10,000 MINs within the MBI. When the MBI is shared among two or more service providers, any of the service providers currently assigned a shared or partial range of the MBI may apply for the remaining partial ranges on a per MBI range basis (at the current entire MBI price) as long as the request doesn't conflict with assignments the Administration has already made to other service providers.

**Service Provider Responsibilities:**

Entities requesting shared or partial MBI assignments shall comply with the following:

1. Submit a completed MOC Issue form and a MOC Contribution form to the MOC co-chairs (as outlined in the New issue Process located on the MOC web page). The issue and contribution must provide justification for the partial block request, including (but not limited to):

- Specific partial MBIs being requested
  - Research completed to assure availability (eg: not announced in a roaming clearinghouse to another service provider , ensure availability for assignment)
2. Attend the next MOC Meeting to present new issue and contribution, requesting approval for the shared or partial MBI assignment(s).
- If criteria have been met and the MOC has approved the request for a shared or partial MBI assignment, the MOC Co-Chairs will forward confirmation of approval to the Administrator.
  - The service provider may then submit the *MBI Management --New Application* form, including the Issue and Contribution numbers in the Comments section.

**Administrator Responsibilities upon receipt of application:**

- Assist the MOC in determining that shared or partial range MBI assignment requests submitted by service provider s for consideration meet the criteria for assignment as outlined above.
- Verify MOC has approved shared or partial range MBI assignment.
- Verify MOC issue contribution number is provided in application comment field and add MOC action item to application "administrator comments" field.
- Suspend any applications submitted to the Administrator that have not been approved by the MOC until such time that the MOC can consider the application or for 30 calendar days, whichever is less.
- Validate all other shared or partial range MBI assignment applications in accordance with Section 9.2.1 of this document.

## **ANNEX H: International use of MBI Codes**

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Version 1.6 May 2007

The 10 digit MIN (Mobile Identification Number) has served for the identification of mobile devices since the early 1980s, incorporating AMPS, TDMA (TIA-136) and variants of CDMA2000 CDMA2000 for voice and data. Because the 10 digit number does not accommodate a country code and traditionally in North America<sup>10</sup> the phone number was used for the MIN, it has been generally agreed that MIN codes that are valid North American phone numbers will be allocated for the North American wireless phone industry by the MBI administrator(s), and those that are not will be allocated by IFAST for international cellular carriers.

Specifically, the North American MIN codes are known as MBIs (MIN Block Identifiers) and the initial four digits are of the format NXXN (N is any digit 2 through 9, X is any digit 0 through 9). The IFAST MIN codes are known as IRM (International Roaming MIN) network identifiers with a four digit prefix of the format 0XXX, 1XXX, XXX0 or XXX1.

Cellular carriers outside North America have not always been aware of this convention, and have sometimes started to use blocks of numbers within the North American range without coordination. It is desirable to regularize this usage to avoid future conflicts between North American systems and international systems and to allow international roaming by all parties.

Consequently, it has been agreed that IFAST and the USA MBI Administrator should jointly document and manage the use of the MBIs according to the following:

- IFAST will interface with the international carriers, as this organization generally already has a relationship.
- Both IFAST and the USA MBI Administrator will document the identified international MBI conflicts on their websites.
- The USA MBI Administrator will not assign the MBIs reserved by international carriers through IFAST pursuant to this Agreement (also referred to herein as "these codes") to North American carriers.
- IFAST will work with international carriers using North American MIN codes to phase out their usage in favor of IRM blocks.
- Annual fees to recognize and manage the assignment of MBIs to the international carriers will be higher than for MBI or IRM codes in order to discourage their usage and because of the additional complexity of handling them.

The process for reserving these codes will be as follows:

- The international carrier will fill out a special form identifying the four digit prefixes that are currently in use. The form will include an optional phase-out date when carriers are able to agree to this.

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<sup>10</sup> Coordination with the Canadian MBI Administrator is TBD.

- IFAST will submit a copy of the form to the IRM Board and to the USA MBI Administrator for distribution to the MBI Oversight Council (MOC) for approval for IFAST to generate an invoice for use of the MBI resource.
- If no issues are received from either the IRM Board or the MOC within 30 days of submission of the form to them, IFAST will invoice to the carrier after the 30 day period.
  - During this 30 day period, the USA MBI Administrator will query the MBI database to see if these codes have been assigned to a MBI User.
- Upon receipt of payment from the carrier, IFAST will document the assignment and forward the information and payment by the 10<sup>th</sup> of the month following receipt to the USA MBI Administrator.
- The USA MBI Administrator will remove<sup>11</sup> the 6 digit MBI range based on a 4 digit prefix reported by IFAST from the MBI assignable database.

Example: The 4 digit code 852-2 would be converted to 100 MBIs (852200, 852201, 852202 .....852299).

The USA MBI Administrator will accomplish this by assigning these MBIs to a dummy Service Account controlled by USA MBI Administrator and monitored at least annually.

- Each subsequent year IFAST will generate a maintenance fee invoice for these codes. In cases where phase out dates were not provided IFAST will again ask whether a phase out is possible.
- Upon receipt of the annual payment, the USA MBI Administrator will be informed of the new phase out date for these codes, and the USA MBI Administrator will update aging date for up to 12 months to align to payment received.
- Prior to the expiration of the phase out date, IFAST will contact the carrier to confirm that all the MBIs have been phased out. Upon confirmation, IFAST will notify the USA MBI Administrator to return the MBIs to the assignable database.<sup>12</sup>
- In January of each year IFAST and the USA MBI Administrator will compare MBI conflict lists and phase out dates and provide a consolidated report to the MOC and IRM Board.
- The annual maintenance fee for one four digit international conflict code will be equally shared by USA MBI Administrator and IFAST to cover their administrative costs.
- As this is a grandfathering situation no application fee will apply.

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<sup>11</sup> In the case where the MBIs have not been released from the North American Number Plan Administration (“NANPA”), the USA MBI Administrator will add them to the MBI database with supporting documentation.

<sup>12</sup> If the MBIs have not been released by NANPA, they will be removed from the MBI database.

## **ANNEX I (“Eye”): Area Code Split – MBI Release Process**

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The process outlined in this Annex is to be used if:

- A non LNP-capable User requires the matching MBI(s) for MDN NPA-NXX(s) involved in an area code split, or
- An LNP-capable User desires the matching MBI(s) for MDN NPA-NXX(s) involved in an area code split.

When an area code split is announced, a NANPA Part 3 form will not be available for MDN NPA-NXXs moving to the new NPA, and thus the following processes will act as certification for the Administrator to release the matching MBIs in lieu of a NANPA Part 3 form.

### **A. Non-LNP Capable Users:**

To ensure matching MBIs are available, non-LNP capable Users must submit requests for matching MBIs to the Administrator **prior** to the Permissive Dialing Date. Requests may be submitted as early as 60 days prior to Permissive Dialing Date. After the Permissive Dialing Date, the Administrator will make all MBIs available to all MBI Users. The following outlines the process for a Non-LNP Capable User to request matching MBIs:

1. Non LNP-Capable User sends an e-mail request to the Administrator at [mbiadmin@vangent.com](mailto:mbiadmin@vangent.com) providing the following information:
  - a) A copy of the NANPA Planning Letter(s) for the area code split, and
  - b) A list of current MBIs corresponding to the User’s MDN NPA-NXXs moving to the new NPA in an area code split, and a list of requested MBIs corresponding to the User’s MDN NPA-NXXs moving to the new NPA in an area code split to be made available and assigned. If a requested MBI does not correspond to an MDN NPA-NXX listed on the Planning Letter(s), the non LNP-capable User shall submit the NANPA Part 3 Form in addition to the Planning Letter(s).
2. Administrator Validates the Non LNP-Capable User’s Request for Release of Corresponding MBI(s) in the New NPA for an Area Code Split
  - a) Review the NANPA Planning Letter(s) and the Part 3 Form(s) if applicable,
  - b) Confirm that the request is within 60 days prior to the Permissive Dialing Date,
  - c) Confirm that the requested MBIs match MDN NPA-NXXs in the new NPA on the Planning Letter(s), or confirm that the requested MBI corresponds to the MDN NPA-NXX in the old NPA on the Part 3 Form and that the rate center on the Part 3 Form matches a rate center listed as moving to the new NPA on the Planning Letter(s), and
  - d) Confirm that the matching MBIs for the current NPA-NXX(s) are currently assigned to the non-LNP capable User in the MBI Assignment database.
3. Administrator Processes the Non LNP-Capable User’s Request for Release of MBIs
  - a) If “no” to any of the criteria in Section A-2 above, Administrator will send a reply e-mail to the User, indicating denial of request and the reason(s).
  - b) If “yes” to all of the criteria in Section A-2 above, Administrator will change the status code of the requested MBI(s) to “Available” and notify the User.
4. Non LNP-Capable User Requests Matching MBI(s) for Existing Resources

- a) Request matching MBI(s) corresponding to assigned MDN NPA-NXXs in the new NPA by submitting the "New MBI Application" form.
  - b) The MBI implementation rules apply; if any changes result in the new MBI(s) not being utilized, then it is the responsibility of the User to return the MBI(s) to the Administrator.
5. Non LNP-Capable User Requests Matching MBI(s) for New Resources Obtained After Planning Letter Publication But Prior to Permissive Dialing
- a) Request matching MBI(s) corresponding to assigned MDN NPA-NXXs in the new NPA by submitting the "New MBI Application" form.
  - b) The MBI implementation rules apply; if any changes result in the new MBI(s) not being utilized, then it is the responsibility of the User to return the MBI(s) to the Administrator.
6. Non LNP-Capable User Return of MBI(s) Resulting from a Split
- Non-LNP Capable Users who have been assigned an MBI corresponding to the new NPA during an area code split are required to return their MBI(s) corresponding to the old NPA following the Mandatory Dialing Date. Because Non LNP-Capable Users have not separated the MIN and MDN in their networks and must ensure that their MINs and MDNs match, they have no need to retain any MINs from the MBIs corresponding to the old NPA after the Mandatory Dialing Date.

### **B. LNP Capable Users:**

LNP-Capable Users may desire to obtain the matching MBI(s) for their MDN NPA-NXX(s) involved in an area code split, or desire to obtain an MBI(s) corresponding to the new area code created in an area code split. To ensure matching MBIs are available, LNP capable Users must submit requests for matching MBIs to the Administrator **prior** to the Permissive Dialing Date. Requests may be submitted as early as 60 days prior to Permissive Dialing Date. After the Permissive Dialing Date, the Administrator will make all MBIs available to all MBI Users. The following outlines the process for an LNP Capable User to request matching MBIs:

1. LNP-Capable User sends an e-mail request to the Administrator at [mbiadmin@vangent.com](mailto:mbiadmin@vangent.com) providing the following information:
  - a) A copy of the NANPA Planning Letter(s) for the area code split, and
  - b) A list of all current MBIs corresponding to the User's MDN NPA-NXX(s) moving to the new NPA in an area code split, and a list of requested MBIs corresponding to the User's MDN NPA-NXXs moving to the new NPA in an area code split to be made available and assigned. If a requested MBI does not correspond to an MDN NPA-NXX listed on the Planning Letter(s), the LNP-capable User shall submit the Part 3 form in addition to the Planning Letter(s).
2. Administrator Validates the LNP-Capable User's Request for Release of MBI(s) in the New Area Code for an Area Code Split
  - a) Review the NANPA Planning Letter(s) and the Part 3 Form(s), if applicable,
  - b) Confirm that the request is within 60 days prior to the Permissive Dialing Date,
  - c) Confirm that the requested MBI(s) match MDN NPA-NXXs in the new NPA on the Planning Letter(s), or confirm that the requested MBI corresponds to the MDN NPA-NXX in the old NPA on the Part 3 Form and that the rate center on the Part 3 Form matches a rate center listed as moving to the new NPA on the Planning Letter(s), and

- d) Confirm that the matching MBI(s) for the current NPA-NXX(s) are currently assigned to the LNP-capable User in the MBI Assignment database.
3. Administrator Processes the LNP-Capable User's Request for Release of MBIs
    - a) If "no" to any of the criteria in Section B-2 above, Administrator will send a reply e-mail to the User, indicating denial of request and the reason(s).
    - b) If "yes" to all of the criteria in Section B-2 above, Administrator will change the status code of the requested MBI(s) to "Available" and then notify the User.
  4. LNP-Capable User Requests Matching MBI(s) for Existing Resources
    - a) Request matching MBI(s) corresponding to assigned MDN NPA-NXXs in the new area code by submitting the "New MBI Application" form.
    - b) The MBI implementation rules apply; if any changes result in the new MBI(s) not being utilized, then it is the responsibility of the User to return the MBI(s) to the Administrator.
  5. LNP-Capable User Requests Matching MBI(s) for New Resources Obtained After Planning Letter Publication But Prior to Permissive Dialing
    - a) Request matching MBI(s) corresponding to assigned MDN NPA-NXXs in the new NPA by submitting the "New MBI Application" form.
    - b) The MBI implementation rules apply; if any changes result in the new MBI(s) not being utilized, then it is the responsibility of the User to return the MBI(s) to the Administrator.
  6. LNP-Capable User Return of MBI(s) Resulting from a Split  
LNP-capable Users who have been assigned an MBI corresponding to the new NPA during an area code split are encouraged, but not required, to return their MBI(s) corresponding to the old NPA to the Administrator following the Mandatory Dialing Date. If the MBIs corresponding to the old NPA will not be used or cannot be used to serve the resource needs in another service or sub-account, then the Users are required to return their MBI(s) corresponding to the old NPA following the Mandatory Dialing Date.