

MIN
BLOCK
IDENTIFIER
(MBI)

ASSIGNMENT
GUIDELINES
AND
PROCEDURES

Change Log

Version	Date	Reason
6.01	03/11/24	Revised after MOC dissolution
6.0	01/29/18	Final Revision by MOC

CONTENTS

1	PURPOSE AND SCOPE	4
2	BACKGROUND	4
3	MIN FORMAT AND FUNCTION	5
4	ASSUMPTIONS AND CONSTRAINTS	7
5	APPLICATION AND ASSIGNMENT PRINCIPLES	8
6	CRITERIA FOR MBI ASSIGNMENT	9
7	MIN BLOCK IDENTIFIERS (MBIs) NOT AVAILABLE FOR ASSIGNMENT	10
8	RESPONSIBILITIES OF MBI APPLICANTS AND ASSIGNEES	12
9	RESPONSIBILITIES OF THE MBI ADMINISTRATOR	14
10	APEALS PROCESS	17
11	MAINTENANCE OF THESE GUIDELINES	18
12	DEFINITIONS AND ACRONYMS	18
13	REFERENCES	23
	Annex A: MIN Blocks Excluded from Assignment	24
	Annex B: Forms for Applicants and Assignees	26
	Annex C: Forms for the Administrator	42
	Annex D: Contact Information	43
	Annex E: Grandfathering	1
	ANNEX F MBI ASSIGNMENT AUDITS	4

1 *PURPOSE AND SCOPE*

The purpose of this document is to provide guidelines and procedures for the assignment and use of Mobile Identification Numbers (MIN) Block Identifiers (MBIs) 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 MBI Administrator will be responsible for assignment of the MIN Block Identifier (MBI) segment. One MBI provisions up to 10,000 subscribers. The Mobile Subscriber Number (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 Mobile Directory Numbers (MDNs) or NPA-NXXs of the North American Numbering Plan (NANP). These assignments are made pursuant to the Industry Numbering Committee (INC) Central Office Code (NXX) Assignment Guidelines.

2 *BACKGROUND*

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, TDMA service providers perform 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 Mobile Directory Number (MDN).

Given changes in the administration of the NANP, the wireless industry finds 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 is necessary.

In a post-separation environment, mobile subscribers will require two types of numbers: a Mobile Directory Number (MDN) and a Mobile Station Identifier (MSID). The MDN will be the dialable NANP telephone number and will be portable in a service provider portability environment. The MSID will be non-portable and non-dialable. 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.

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 will most likely 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 will remain unchanged and port with the subscriber. The donor network will retain the MIN originally assigned to the ported subscriber. The subscriber will receive a new MIN from the recipient network. The donor network can reuse 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 NANP area will avoid conflicts with existing NANP area MBI assignments. Adherence to these guidelines will ensure the allocation of this resource in the most efficient and impartial manner.

3 MIN FORMAT AND FUNCTION

- 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 NANP serving area, 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 generally³ was:

NPA NXX XXXX	10 digits
Where	Identifies
NPA	The area code (NPA) 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.

³ There are some MINs in use in wireless 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. (i.e., allowing for 6-digit analysis to uniquely identify a service provider.)

4 ASSUMPTIONS AND CONSTRAINTS

- 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.

1. The entity performing the function of the MBI 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 Project Executive for 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 resource 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 and Sub-account, on a per Service Account/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 assigned and already 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

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 (Section 10.0).
- 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 charges will be 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 MBI Administrator’s records as assigned to the CMRS provider who acts as the agent.

- 5.13 The MBI 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 Non-LNP capable wireless service provider must ensure, through the MBI 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 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:
- 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 thousand-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 MBI Administrator because of the potential roaming conflicts.

6 CRITERIA FOR MBI ASSIGNMENT

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 requested⁴. (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 An MBI will only be assigned by the Administrator upon receipt and approval of a completed *MBI Management – New MBI Application*.
- 6.4 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 thirty (30) calendar days but not to exceed one

⁴ 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.

hundred eighty (180) calendar 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 business requirement supported by credible evidence.
- 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's NOT AVAILABLE FOR ASSIGNMENT

- 7.1 MBIs of the format 0XX-XXX and 1XX-XXX are reserved to be assigned by the International Forum on ANSI-41 Standards Technology (IFAST) although some of these MINs have been assigned for specific services in the past. These service assignments will continue to be valid, and will be flagged by MBI Administration. 0XX and 1XX MBIs will be 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 in 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" (24,800 MBIs) 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 it 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 MBI⁶. The notice must be received by the administrator before the MBI will be assigned. Other MBIs corresponding to directory numbers that are not allocated as Mobile Directory Numbers *will* be available for assignment as MBIs. However, based upon a request from the National Emergency Number Association (NENA) the 911-NXX

⁵ See Section 6.3.2

⁶ See Indemnification Agreement form on MBI website under Administrator News.

and the NXX-N11 MBIs will be reserved through 2004. All other N11-NXX MBIs will be available for assignment.

7.4 MBIs in 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
710 NXX	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.

<p>MBIs Unavailable for Assignment: IFAST IRM blocks Corresponding to non-NANP CO Codes Corresponding to troublesome CO Codes Corresponding to CO codes in non-geographic NPAs⁷</p>	<p>MBI Format 0/1XX XXX NXX 0/1XX See Annex A NXX NXX</p>
<p>Corresponding to troublesome CO codes in NPAs outside-US and Puerto Rico</p>	<p>NXX NXX</p>
<p>Corresponding to abbreviated dialing codes</p>	<p>NXX N11 or N11 NXX</p>

8 RESPONSIBILITIES OF MBI 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 website. 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 MBI 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 MBI Administrator (see Section 8.2 above) applications must be submitted for new MBIs using *MBI Management – New MBI Application*.

⁷ See Section 7.4 for a list of these non-geographic NPAs.

8.4 Assignees shall:

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 *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 correct 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 MBI Administrator that they are assigned the MBI that corresponds to their newly

assigned NPA NXX. Non-LNP capable wireless service providers will be required to use the “specify an MBI” on *MBI Management – New MBI Application* assignment request to match the MBI to the NPA-NXX assigned by the central office code assigned by the NANPA. I

- 8.5.1 If the central office code is a recent assignment to a non-LNP capable service provider, the NANPA Part 3 or 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 “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) calendar 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 calendar day aging period.

9 RESPONSIBILITIES OF THE MBI ADMINISTRATOR

The role of the MBI 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 5.14 and 5.15.
 - 9.1.2 Make all MBI assignments based on the procedures in these guidelines and assign a Service Account number.
 - 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 five (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.
 - 9.1.10 MBI 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.
 - 9.1.13 The MBIs corresponding with central office codes outside the United States and Puerto Rico are not available for assignment by the MBI 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 five (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 Subaccount 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 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) calendar day Aging Period. This thirty (30) calendar 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 five (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 User Community 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 official 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 for modifications to these guidelines, if they are found to result in inefficient use or assignment of MINs and MBIs.
- 9.6 At the request of a User, the MBI Administrator may be requested to perform assignment audits. This requirement is not considered to be the ongoing responsibility of the MBI Administrator. The MBI Administrator may recommend 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 MBI Administrator Web site, of any approved revisions to these guidelines.
- 9.8 Inform Users 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 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 Administrator, including 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 ten (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

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 Project Executive for escalation.

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 MBI Administrator to the MBI Project Executive for escalation. 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

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 MBI Administrator Project Executive. These questions or requests for modifications will be processed in conformance with the procedures developed here. All documentation resulting from these activities will be kept on file by the Administrator and posted on the MBI Administration web site under MBI Administrator News.

12 DEFINITIONS AND ACRONYMS

Term	Definition
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 thirty (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.

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.
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 Mobile Identification Numbers (MINs) that are the same as the wireless service provider’s assigned Mobile Directory Numbers (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>
Grandfathering Date	The date that establishes the confirmed Grandfathered MBI database which is September 3, 2002:
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 date the service provider has begun to activate and assign to end users MINs within the MBI.
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	<p>The MBI Administrator is the entity that assigns and manages the MBI resources.</p> <p>Administrator contact information can be found in Annex D.</p>

<p>MBI Oversight Council (MOC)</p>	<p>The MOC was the industry group that developed and maintained guidelines for the national administration of MBIs until end of Jan, 2024. The MOC provided 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 was an open forum in which any interested party participated. Since February, 2024 after MOC dissolution, MOC responsibilities have been overtaken by MBI Administration Project Executive</p>
<p>Mobile Directory Number (MDN)</p>	<p>The number that is dialed to reach a mobile subscriber.</p>
<p>Mobile Identification Number (MIN)</p>	<p>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.</p>
<p>Mobile Station</p>	<p>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.</p>
<p>Mobile Subscriber Number (MSN)</p>	<p>Last 4 digits of a 10-digit MIN.</p>
<p>North American Numbering Plan (NANP)</p>	<p>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.</p>
<p>Roaming Clearinghouse</p>	<p>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.</p>

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	Telecommunications Industry Association.
TIA/EIA	Telecommunications Industry Association/Electronic Industry Association. Designation used as part of a wireless standard's document identification scheme.
TPM	Terminating Point Master file.
Transfer Date	The date in which an MBI is transferred from the current Assignee to a new Assignee.
User Agreement	A required document that will be signed by each company to allow Applicants to obtain MBI assignments or set up Service Accounts and Sub-accounts.
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.
- 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 Central Office Code (NXX) Assignment Guidelines - ATIS-0300051 (go to www.atis.org to download the current version).
- 13.5 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.⁸

Troublesome MBI	Troublesome if 7th digit is...
<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

⁸ 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. Thus, there are 800 possible NPAs and 31 possible troublesome MBIs for a total of 24,800 troublesome MBI codes throughout the NANP area.

XXX 890	0-9
XXX 899	0-9
XXX 909	0-9
XXX 928	2
XXX 992	2
XXX 993	4,5

Annex B: Forms for Applicants and Assignees

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 Sign⁹ per Service Account to the Administrator when this form is initially submitted. Each Service Account must have a unique license Call

Form A1 - Grandfathered Code Association to Service Account

Applicants use this form to associate Grandfathered MBIs with the correct Service Accounts during the Grandfathering period of May 15, 2002 and June 28, 2002.

Form B - MBI Application

Applicants use this form to apply for a previously unallocated MBI after the Grandfathering Date.

Form C - MBI Grandfathering Exception Notification

Applicants use this form to report any additions or deletions to the Grandfathered MBI list issued by the Administrator. Applicants also use this form to indicate MBIs they do not wish to claim. This form is used during the Grandfathering period from July 15, 2002 to August 19, 2002. This form is also available as an Excel spreadsheet for those that wish to submit more than one change at a time.

Form D - Request for Change in MBI Assignment Information

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 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).

Form E - MBI Assignment Return

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

Form F - Confirmation and Payment Form

Assignees use this form to confirm and pay for the MBIs that will be Grandfathered for a service provider. Each service provider is responsible for reviewing the MBIs that are assigned to its own Service Accounts or Sub-accounts. Once this has been validated, the service

⁹ 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.

provider will fill out Form F to confirm and supply payment for the Grandfathered MBIs. This form is used during the Grandfathering period from July 15, 2002 through August 30, 2002.

Form A – MBI Service Account Registration

Requester Information

Company Number License ID	<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" value="()"/>

Form A

- New or update Sub-Account: Go to Section 2.
- New, update, or deactivate Contact: Go to Section 3.

Section 1 – New or Update Service Account Application Data

- New Service Account
- Update Service Account – Please provide Service Account ID:

--	--	--	--	--	--

Service Account Name

License ID

Note: If you have more than 6 OCNs, please attach the list on a separate sheet of paper and check here.

OCNs

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

OCNs are not required to create an account. However, in order to grandfather an MBI, it is required that the corresponding OCN is in one of the company's accounts. Exceptions are made for split MBIs.

For MBI Grandfathering purposes, there will be a system-wide pre-population process that will run at the end of June 2002. This process will use the OCNs stored in company accounts to identify corresponding MBIs in the industry TPM file. Those MBIs will then be pulled into the account in which the OCN resides. Participation in the process is recommended.

Check here if you wish to opt out of the pre-population process for this Service Account and its Sub-Accounts.

To add authorized contacts to this Service Account, write the contact User IDs here:

Comments

Section 2 – New or Update Sub-Account Application Data

Service Account ID

Service Account Name

New Sub-Account

Update Sub-Account. Please provide the Sub-Account ID:

Sub-Account Name

Note: If you have more than 6 OCNs, please attach the list on a separate sheet of paper and check here.

OCNs

OCNs are not required to create an account. However, in order to grandfather an MBI, the corresponding OCN is required to be in one of the company's accounts. Exceptions are made for split MBIs.

Comments

Section 3 – New, Update, or Deactivate Contact Application Data

New Contact Update Contact Deactivate Contact

If you wish to Update or Deactivate this Contact, please provide the Contact User ID:

Contact's First Name Last Name

Address

Address

City State Zip

Phone Number Fax

E-mail Address

Comments

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 by completing an Update Service Account Application (Form A, Section 1).

Form A

Payment Information

For each New Service Account or Sub-Account, there is a non-refundable/non-recurring application fee of \$85.00
This fee does not apply to account updates or deletions.

Payment amount: \$ _____ = (_____ X \$85.00) Multiply the number of new Accounts requested by \$85.00.

Payment of the non-refundable/non-recurring application is by:

Enclosed Check – Number: _____ (Please make checks payable to: NCS Pearson.)

Credit Card Number

Expiration Date

Card Holder's Name

MasterCard

Visa

American Express

Mailing Address

Mailing Address

City

State

Zip

Certification

I am the authorized user to which the Requester's User ID was assigned, as entered on Page 1 of this form. 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)

Date Signed

Form A1 - Grandfathered Code Association to Service Account

Requester Information

Company Number Company Name

Requester's User ID Phone ()

Application Data

Account ID

Account Name

MBIs

MBIs

Shared MBIs

Shared MBIs

Range

Range

Note: If you have more MBIs to add, please attach the list on a separate sheet of paper and check here.

OCN Status

your Company the Code Holder for the MBIs requested on this form?

- Yes** If you answer "Yes," you may skip the remainder of this section.
- No** If you answer "No," you must provide the OCN Number and name of that OCN's Code Holder. **A separate copy of this application must be completed for each OCN that is associated with a Code Holder other than your company.**

OCN Number

Code Holder's Name

Comments

Form A1 - Grandfathered Code Association to Service Account

Payment Calculation

Please calculate your total due.

X **.55**

Multiply the number of MBIs by .55 for your Subtotal.

Subtotal

Plus Entry Fee +

Entry Fee Note: A \$5.00 data entry fee applies per each Service Account within a batch of A1 forms. If multiple A1 forms are sent in together for one Service Account, the charge should be applied only to the first form. Enter \$5.00 here if the charge applies, otherwise enter \$0.00 here.

Payment Amount

Payment Information

Payment of the non-refundable/non-recurring application is by:

Enclosed Check – Number:

Please make checks payable to NCS Pearson

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

Credit Card Number Expiration Date

Card Holder's Name

Mailing Address

Mailing Address

City State Zip

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)

Authorized Signature

Date Signed

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)

Authorized Signature

Date Signed

Form C - MBI Grandfathering Exception Notification

Requester Information

Company Number Company Name

Requester's User ID Phone ()

Application Data

Account ID

Form C - MBI Grandfathering Exception Notification

Action | Add MBIs Delete MBIs

Payment Calculation

box below. (Only one "Exception" may be selected per application, along with corresponding MBIs.)

Please calculate your total due.

Number of MBIs

Shared MBI Error Other: _____

MBIs

MBIs

Shared MBIs

Shared MBIs

Range

Range

Multiply the number of MBIs by .55 for your Subtotal.

Note: If you have more MBIs to add, please attach the list on a separate sheet of paper and check here.

OCN Status

your Company the Code Holder for the MBIs requested on this form?

- Yes If you answer "Yes," you may skip the remainder of this section.
- No If you answer "No," you must provide the OCN Number and name of that OCN's Code Holder. A separate copy of this application must be completed for each OCN that is associated with a Code Holder other than your company.

OCN Number

Code Holder's Name

Comments

	<div style="border: 1px solid black; width: 150px; height: 25px; margin: 0 auto;"></div>
	X .55 <hr style="width: 100%; border: 0.5px solid black;"/>
Subtotal	
Plus Entry Fee	+
Payment Amount	

Entry Fee Note: A \$5.00 data entry fee applies per each Service Account within a batch of C forms. If multiple C forms are sent in together for one Service Account, the charge should be applied only to the first form. Enter \$5.00 here if the charge applies, otherwise enter \$0.00 here.

Payment Information

Payment of the non-refundable/non-recurring application is by:

Enclosed Check – Number: **Please make checks payable to NCS Pearson**

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

Credit Card Number Expiration Date **Page 1 of 2**

Card Holder's Name

Mailing Address

Mailing Address

City State Zip

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)

Authorized Signature

Date Signed

Form D – Request for Change in MBI Assignment Information

Requester Information

Company Number Company Name

Application Data

Account ID

Form D – Request for Change in MBI

Implementation Date Change

New Date:

MBI being Changed

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.

If applicable, payment of the non-refundable/non-recurring application is by:

Enclosed Check – Number:

Please make checks payable to NCS Pearson

Credit Card – Check card type and complete information below.

MBIs

MasterCard

Visa

AmEx

Transfer

Credit Card Number

Expiration Date

Card Holder's Name

Mailing Address

Mailing Address

City

State

Zip

different, must provide signatures on page two of this form.

Receiver's User ID

Phone Number

Comments

Certification by Requester

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)

Authorized Signature

Date Signed

Certification by Receiver

Receiver's Name (printed)

Receiver's Signature

Date Signed

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.

Form E – MBI Assignment Return

Requester Information

Company Number Company Name

License ID

Application Data Requester's User ID Phone ()

Account ID — —

MBI to be Returned

Last Date in Use

Number of MINs in MBI being Returned

Reason for Return

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.

Authorized Name (printed)

Authorized Signature

Date Signed

Form F - Confirmation & Payment

Requester Information

Company Number License ID Company Name

Application Data Requester ID Phone ()

Account ID

Number of MBIs **X \$21.42 = \$**

Total Due

Multiply the number of MBIs currently in this account by \$21.42 for your Total Due.

Payment Information

Payment of the non-refundable/non-recurring application is by:

Enclosed Check – Number: Please make checks payable to NCS Pearson

Credit Card. Check card type and complete information below: MasterCard Visa
Credit Card Number Expiration Date

Card Holder's Name

Mailing Address

Mailing Address

City State Zip

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)

Authorized Signature

Date Signed

Annex C: Forms for the Administrator

The forms in this annex are used for communication between the MBI Administrator and Applicants for and Assignees of these resources. If the Applicant's email address is on file, this will be the primary method of response and may not reflect the appearance of the following forms. However, content will remain the same. Forms included in this package are: Form X - Administrator Response Form

The Administrator will use this form to notify the Applicant of the outcome of their Service Account registration application, notification of their MBI application, and/or acknowledgement of a change initiated by an Assignee. If the request is for a transfer of MBI(s), Service Account(s) or Sub-accounts, both the new and old Assignee(s) would be notified.

Form X: Confirmation of Application

The MBI 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"/> Approved <input type="checkbox"/> Suspended <input type="checkbox"/> Postponed <input type="checkbox"/> Denied <input type="checkbox"/> Pend
Instructions:	
MBI Administrator Name	
MBI Administrator Signature	
Date	

Annex D: Contact Information

MBI Administration

MBI Administration Help Desk

<https://mbiadmin.com>

Solusur LLC

Tel. 646 233 1200

Email: mbiadmin@solusur.com

Luis E. Alvarez

MBI Administration Project Executive

Solusur LLC

<https://solusur.com> – <https://solsrus.com>

Tel. 636.233.1200

Email: luis.alvarez@solusur.com

Annex E: Grandfathering

Because the MIN is being separated from the MDN, the starting point for allocation is to Grandfather every existing MDN block assigned to wireless service providers that are utilized by a MIN resource. Grandfathering is defined as the retention of MINs or MBIs assigned on or prior to the Grandfathering Date (September 3, 2002) that are associated with the wireless service provider's assigned MDNs as well as MINs not associated with MDNs.

- All directory number blocks in use by or assigned to a NANP wireless service provider on or prior to the Grandfathering Date are eligible for assignment as MBIs, to that wireless service provider.
- Service providers must submit Form A, *MBI Service Account Registration*, 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 will go live for Form A and A1 processing
- ~~Between May 15, 2002 and June 28, 2002, the service providers may begin to associate their MBIs with Service Accounts or Sub-accounts using Form A1.~~ Service providers must also associate an Operating Company Number (OCN) with each of their Service Accounts or Sub-accounts. MBI Administration will pre-populate the MBIs, if the option is selected, in the appropriate Service Account(s) and Sub-account(s) based upon the OCN from the Terminating Point Master (TPM) file. OCNs will also be used for editing of MBI assignments during the Grandfathering process. Even if the pre-population is utilized, Form A1 may still be used prior to the initial verification of MBIs. The Administrator will establish, by service provider, a list of all MIN blocks assigned as of July 15, 2002, which is 45 calendar days before the Grandfathering Date, and forward the list to wireless service providers for verification purposes.
- After July 15, 2002, the carriers will be responsible for verifying the list of MBIs that were compiled in their Service Accounts. Any updates may be performed after July 15, 2002 and until August 19, 2002 using Form C (either Web based, hard copy or by submitting an Excel file). Between July 15, 2002 and August 30, 2002, using Form F, the carriers must verify, confirm and pay for Grandfathered MBIs that are in their Service Accounts and Sub-accounts. Once verification is complete, the Administrator will notify each wireless service provider confirming their Grandfathered MBIs.
- When shared MBIs are Grandfathered, they will be recorded as a full block of 10,000 numbers if only one wireless service provider has MINs within that block. If there are multiple wireless service providers in a shared MBI, the MBI portion assigned to each service provider will be grandfathered. Shared MBIs will be reported by the wireless service provider on Form A1 or as an exception on Form C.

- ~~All eligible MBIs that have not been Grandfathered by completion of the Grandfathering process will be available for assignment after the Aging Period established by these guidelines.~~
- ~~Requests to Grandfather MBIs of the format 0XXXXXX or 1XXXXXX will be forwarded to the IFAST, with the exception of those codes already recorded in TSB29.~~
- ~~Requests to Grandfather MBIs of the format NXX0XX or NXX1XX will be accepted from NANP area wireless service providers on a first come, first served basis. This information will also be reported to the appropriate body for inclusion in TSB29 or its equivalent.~~
- ~~Allowances will be made to Grandfather troublesome central office codes, if necessary. After the Grandfathering Date, assignment of MBIs using troublesome central office codes will not be allowed. (See Section 7.3)~~
- ~~The Assignee of a Grandfathered MBI must, if requested by the Administrator, Certify that the MBI is currently in use.~~

ANNEX F MBI ASSIGNMENT AUDITS

This annex is not an integral part of the guidelines.

The MBI Administrator may be requested to perform assignment audits. This requirement is not considered to be the ongoing responsibility of the MBI Administrator. The MBI Administrator may recommend 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 (30) calendar 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 that the MBI will be reclaimed and will be made available for reassignment following the required Aging Period unless advised otherwise within thirty (30) calendar 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
- Audit results should be used to identify and recommend 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.