



# Change Control Process Monthly Status Meeting Minutes

**DATE:** August 23, 2000

**MEETING:** Monthly Status Call

**PURPOSE:** Review Status of Pending/Approved Change Requests

## ATTENDEES

Lorraine Watson - WorldCom	Donna Graham – Mantiss	Valerie Cottingham, BST
Sandy Evans, Sprint	Malinda Saxon – Trivergent	Steve Hancock, BST
Jill Williamson – AT&T	Dave Genest – dsl.net	Cheryl Storey – BST
Woody Roe, Albion Connect	Mark Mecca – dsl.net	John Duffey, FL PSC
Steve Murray, Rhythms	Mike McLaughlin – dset	Brian Rutter, KPMG
Shamone Stapler, ITC- Deltacom	John Duffey, FL PSC	James Hunter, KPMG
Mubeen Saifullah, Nightfire	Brian Rutter, KPMG	Rick Woodhouse – KPMG
Phyllis Burt – Quintessent	Kim Gillette – Quintessent	

## AGENDA

Agenda      Review status of pending/approved Change Requests (including defects), review current Release Management statuses and discuss Interim Change Control Process.

<b>Opening</b>	<p>The BCCM opened the meeting and covered the items we were to accomplish on this conference call:</p> <ul style="list-style-type: none"> <li>• Review of outstanding action items</li> <li>• Review regulatory mandates</li> <li>• Review status of pending/approved Change Requests</li> <li>• Review status of pending defects</li> <li>• Report of system outages</li> <li>• Review current Release Management statuses</li> <li>• Open Discussion – Interim Change Control Process</li> <li>• New Issues/Action Items</li> </ul>
<b>Regulatory Mandates</b>	<p>CR0059 – Change TN Reservation Period to 45 days (pre-ordering functionality)  FCC Docket # 99200  Order # FCC00-104  CR0059 was not included in Release 7.0. The deadline for compliance has been extended until December 2000. Target date for implementation is 4Q00.</p>
<b>Outstanding Action Items</b>	<p><u>Outstanding Action Items from 7/26/00 Monthly Status call:</u></p> <ol style="list-style-type: none"> <li>1. Owner: BellSouth (OPEN)  Finalize Expedited Feature Process  <i>Status:</i> To be discussed during today's meeting.</li>   <li>2. Owner: AT&amp;T &amp; WorldCom (OPEN)  Advise Change Control on how they would like to pursue UNE via ASR21 change request.  <i>Status:</i> AT&amp;T (Jill) advised to leave this change request open.</li>   <li>3. Owner: BellSouth (CLOSED)  CR0040 – Order Tracking Request – provide additional clarification on LNP limitations.  <i>Status:</i> Information provided to originator on 8/7/00 for review and feedback. AT&amp;T (Jill) advised responses were okay. No additional questions as this time.</li>   <li>4. Owner: BellSouth (CLOSED)  Update Release Schedule on CCP Web site and information on the standardization of the releases.  <i>Status:</i> 2000 Release Schedule provided to CLEC community on 8/16/00 and posted to the CCP web site. BST normally has 2 to 3 major releases a year (January, June-July and November timeframes). Point releases are scheduled as needed.</li>   <li>5. Owner: BellSouth (CLOSED)  Provide requirements to CLECs for CR0092 – DFDT &amp; CHC Defect Request  <i>Status:</i> BellSouth provided business rules to CLECs on 8/1/00.</li>   <li>6. Owner: BellSouth (OPEN)  Investigate if CLECs can submit a list to the LCSC re: 411 drops.  <i>Status:</i> CLECs can call the LCSC and ask to speak with Manager to make arrangements. Jill (AT&amp;T) to provide examples of LNP w/listing. Jill questioned if there will be a standard process for 411 drops. BST to investigate further.</li>   <li>7. Owner: BellSouth (CLOSED)  Address the inclusion of other BST ordering documentation in the 30-day or more advance notice</li> </ol>

(i.e., EDI Specifications).

**Status:** EDI Specifications and Pre-ordering business rules will be included in the 30-day advance notice. Currently the TAG API Reference Guide cannot commit to the 30-day advance notice. The TAG API Reference Guide provides the technical specs for building the code. The TAG API reference guide is generated as the code is created. If last minute changes are made, the changes must also be made in the guide.

8. Owner: BellSouth (CLOSED)

Retirement of Interfaces. CLECs request that Change Control provide the notification to give them the opportunity to provide input.

**Status:** BellSouth will have all retirement of interface notification come through Change Control. Version 1.6 of Interim CCP has been updated.

9. Owner: BellSouth (CLOSED)

Create a "Cancelled" category on the CCP web site to archive cancelled requests.

**Status:** Category has been added and appropriate cancelled change requests have been moved.

10. Owner: BellSouth (OPEN)

Investigate search/sort capability for CCP web site.

**Status:** Currently BellSouth is investigating the options available for the CCP site and will be tentatively targeting this enhancement for the end of September.

11. Owner: CLEC Community (OPEN)

Review CR0095 – ECTA Attribute Validation and provide feedback to Change Control.

**Status:** AT&T (Jill) advised this is working fine as it is today. Will leave CR open for any additional comments from other CLECs.

**New Change Requests (Types 2-5)**

ORD030200\_001 – UNE via ASR21

**Status:** AT&T (Jill) advised to leave this CR open.

ORD032700\_001 – Post-FOC Clarification

**Status:** Conference call held 8/10/00 with originator and BST SME to discuss options. It was determined that the pending pre-order CR TAG0812990001 (provide CFA information, NC/NCI codes) is a possible solution. If CR TAG0812990001 cannot be included with Release 8.0, Change Control will provide a date on when it can be worked.

CR0012 – TAFI Functionality via ECTA Interface

**Status:** AT&T advised to leave this request open to continue discussions with BellSouth.

CR0018 – USOC Segmentation

**Status:** AT&T (Jill) advised this request could be closed. They may re-open at a later time.

CR0033 – EDI Multiple ReqTyp Enhancement

**Status:** Provided BST response on 8/4/00 to originator for review and feedback. Multiple REQTYPEs (AB/BB) cannot be supported via EDI due to system restrictions as well as OBF Guidelines. However, we understand that this is being allowed today on manually submitted LSRs. This is a training issue that will be addressed with the centers. We will also work jointly with the Account Teams and CSMs in educating the CLECs that for requests types similar to the example submitted (one LSR with a Loop w/NP and a Loop Service page) it would benefit CLECs, as well

as the centers, in processing LSRS if this was sent as a REQTYPE BB with a Loops w/Number Portability Page.

CR0053 – CLEC Ordering Guide – LSOG 4

**Status:** Pending Clarification for recommendations on improvements to the BellSouth Business Rules-Local Ordering guide.

CR0065 – Add LENS 6.3 Tutorial

**Status:** Originator advised this CR could be placed on “HOLD” until future updates to LENS are completed. BST provided additional information for consideration to originator on 7-19-00 regarding a new LENS Web-based course. CLECs should be able to register for this course in the September timeframe.

CR0087 – “C” Order Process for UNE-P

**Status:** CR is currently being reviewed for acceptance regarding changing the internal process for the migration of Retail or Resale to UNE-P.

CR0091 – Add DFDT to the FOC

**Status:** BST response provided to originator 8/9/00. Currently in escalation process. BST is reconsidering response.

CR0093 – Electronic Change Notifications

**Status:** Being reviewed for acceptance.

CR0095 – ECTA – Attribute Validation

**Status:** Open for CLEC comments on whether this is a feature they would like to see implemented.

CR0096 – LENS Enhancement- Add New Listings

**Status:** Being reviewed for acceptance

CR0104 – LENS Large Account Inquiry

**Status:** Being reviewed for acceptance.

CR0105 – Drop the RES ID to Requirement for xDSL Order

**Status:** BST response provided to originator on 8/14/00 for review.

CR0106 – Delay Sunset of LSOG2 xDSL Ordering via Fax

**Status:** BST response provided to originator on 7/26/00 for review. Originator appeal on 7/26/00. BST response to appeal on 8/11/00. LSOG2 sunset period has been extended until 10/01/00.

CR0121 – Discrepancies in BellSouth Guidelines – CG-LSOR-002

**Status:** Reclassified as a Type 6 defect change request.

CR0127 – Provide Pending Service Order for CSR via TAG

**Status:** Being reviewed for acceptance.

CR0131 – Split Billing Requests

**Status:** Being reviewed for acceptance.

CR0132 – Fielded Completion Notifications

**Status:** Being reviewed for acceptance.

CR0133 – Migration of UNE-P Notifications

**Status:** Being reviewed for acceptance.

CR0134 – TN Reservation Display of Switch CLI

**Status:** Being reviewed for acceptance.

CR0135 – Merging of Accounts

**Status:** Being reviewed for acceptance.

CR0137 – Flow-Through Change Request

**Status:** Being reviewed for acceptance.

CR0138 – Fielded Completion Notice.

**Status:** Originator advised this CR could be canceled – duplicate of CR0132.

CR0139 – TAG API Clarification to Cross Reference Pre-Order Business Rules

**Status:** Being reviewed for acceptance

CR0140 – Update the Due Date Calculation Intervals in TAG to Match Products/Services Interval (Resale)

**Status:** Being reviewed for acceptance

<p><b>Pending Change Requests</b></p>	<p>The following change requests were prioritized at the June 28, 2000 Change Review Meeting and are in “Candidate Request (RC)” status.</p> <ul style="list-style-type: none"> <li>• EDI0812990003 - 411 Drops</li> <li>• EDI0812990004 - One LSR to change the main account number on “J” REQ TYP</li> <li>• EDI0812990005 - Handling of Remaining Lines when main account is migrating</li> <li>• TAG0812990001- Provide CFA and NC/NCI via TAG Pre-Order</li> <li>• EDI081290007 - Lift LEAN/LEATN restrictions</li> <li>• TAG0812990003- Parsed CSR</li> <li>• EDI121599001 - TN vs. RSAG validation</li> <li>• EDI02090001 - Electronically Order Routing to OS/DA</li> <li>• EDI030300_001 – BST Test Environment</li> </ul> <p><b>Status:</b> Test Environment is targeted for implementation 4Q00.</p> <ul style="list-style-type: none"> <li>• CR0002 - Pre-Order/Order Business Rule Discrepancies</li> <li>• CR0003 - RPON Business Rules and Error Messages</li> </ul> <p><b>Status:</b> Advance copy of RPON Business Rules published to CLEC community on 8/16/00. Rules were originally targeted for publishing in the 8/25/00 BBR-LO update and the 8/29/00 LEO-IG Vol 1 update. The publishing date for the BBR-LO has been delayed due to the number of changes. A Carrier Notification letter will be posted with the new publishing date. It is anticipated that the new publishing date will be the week of 8/28/00.</p> <ul style="list-style-type: none"> <li>• CR0014- LENS Screen Change on Change Orders</li> <li>• CR0015 – LENS – ACT of C – Change Basic Class of Service</li> <li>• CR0016 – Service Inquiry Enhancement for SL1, SL2, DS0, DS1 and ISDN loops</li> <li>• CR0020 – View Multiple CSRs Simultaneously</li> <li>• CR0029 – Partial Migration of UNE Loops (ReqTyp A)</li> <li>• CR0030 – UNE to UNE Migrations</li> <li>• CR0031 – Change Listing Account in LENS</li> <li>• CR0038 – TOS Field on LSR ReqTyp J (TCIF 9)</li> <li>• CR0040 – Order Tracking Request</li> <li>• CR0045 – LENS 6.3 Conversion As Is – Not Stripping Non-Resellable USOCs</li> <li>• CR0047 – Display Enhanced MemoryCall Access Number in LENS</li> <li>• CR0078 – Extended Loops via EDI</li> <li>• CR0085 – Web-based LSR</li> </ul> <p>The following change requests are in “Pending” status:</p> <ul style="list-style-type: none"> <li>• CR0068 – Pipe-cross USOC</li> </ul> <p><b>Status:</b> CR originally submitted as a defect. The LNPGW is responding to the LSR based on what is populated on the CSR. LNPGW to implement feature to modify requirements. Target imp date TBD.</p> <ul style="list-style-type: none"> <li>• CR0088 – Unbundled Terminating Wire (UNTW) Service Requests via EDI</li> </ul> <p><b>Status:</b> CR to be prioritized at the September Change Review Meeting.</p> <p>CR0101 – Request EDI Pre-Ordering  <b>Status:</b> CR to be prioritized at the September Change Review Meeting.</p> <p>CR0113 – LENS Inquiry – View Customer Record  <b>Status:</b> CR to be prioritized at the September Change Review Meeting.</p>
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	<p>CR0117 – Update Issue 7 Map Due Date Calculation Tables w/information from BST Products &amp; Intervals Guide.  <b>Status:</b> CR to be prioritized at the September Change Review Meeting.</p>
<p><b>Scheduled Change Requests</b></p>	<p>The following Change Requests are scheduled for upcoming releases:</p> <ul style="list-style-type: none"> <li>• <b>LSR0623990001 Redirection of UNE LSRs in the LCSC – Targeted for 8/27/00</b></li> <li>• <b>CR0059 – Change TN Reservation Period – Targeted for 4Q00</b></li> <li>• <b>CR0077 Subscription Version Cancellations – Targeted for 8/27/00</b></li> <li>• <b>CR0092 – DFDT &amp; CHC Defect Request – Targeted for 8/27/00 (EDI only)</b></li> <li>• <b>CR0102 – NUM=TELNO=ACCT is Final Reject – Targeted for Rel 7.1 – 9/16/00</b></li> <li>• <b>CR0109 – GA 912/229/478 NPA Splits – Targeted for Rel 7.2 10/14/00</b></li> <li>• <b>CR0112 – Conversion As-Is ACT W Defect – Targeted for Rel. 7.1 – 9-16-00</b></li> <li>• <b>CR0115 – Partial Pre-Order Query Due Date Calculation – Targeted for Rel 7.1 9/16/00</b></li> <li>• <b>CR0116 – Premise Visit Indicator – Targeted for Rel 7.1 9/16/00</b></li> <li>• <b>CR0118 – Remove Housenumprefix for TAG API 2.2.0.10 – Targeted for Rel. 7.1 9/16/00</b></li> </ul>

<b>Implemented Change Requests</b>	<ul style="list-style-type: none"> <li>• EDI0812990001 Electronic ordering for unbundled XDSL loops – Beta testing 7/29/00</li> <li>• TAG0812990002 DSL Capability – Beta testing 7/29/00</li> <li>• OSS011300_001 LNA of G for LENS – Rel 7.0 8/12/00 (bus rules to be posted 8/25)</li> <li>• CR0062 Open REQ TYP P/2<sup>nd</sup> TOS of E to Identify Centrex Services (manual) – 7/18/00</li> <li>• CR0067 Call Return Invalid with Class of Service USOC UEPRX – Imp. 6/2/00</li> <li>• CR0071 ECCKT data on FOC/CN with CLS or CLF – Rel 7.0 8/12/00</li> <li>• CR0075 LESOG is clarifying for 1MBFE in error – Rel 7.0 8/12/00</li> <li>• CR0076-LESOG is failing to generate port side of order when adding line – Rel 7.0 8/12/00</li> <li>• CR0084 – TAG 2.2.0.8 Security Exception Error Defect – Imp. 6/20/00</li> <li>• CR0090 – EDI/TAG LSR Auto-Clarify – Imp 7/9/00</li> <li>• CR0119 – LESOG Auto clarifying NUM=TELNO-TN not in CRIS – Rel 7.0 8/12/00</li> <li>• CR0120 – SOCS RT60 Invalid NPA NXX for Routing SUB 001 – Rel. 7.0 8/12/00</li> <li>• CR0124 – LESOG to Cancel N &amp; D if unsuccessful in generating both – Rel 7.0 8/12/00.</li> <li>• CR0125 – Receiving error message when placing order to add VCA &amp; RJ11C in LENS – Release</li> </ul>
<b>Canceled Change Requests</b>	<p>The following change requests were canceled between July 26 – August 22:</p> <p>CR0046 – EDI Reject Process Modification  CR0051 – LENS 6.3 – Expand Service Details for Floating FIDS  CR0052 – WSOP Field Requirements Regarding EDI Type Orders  CR0072 – LEO should pull BAN1 from Svc Order &amp; Return on the FOC/CN  CR0097 – LENS defect  CR0114 – TN Reservation Defect  CR0138 – Fielded Completion Notice</p>
<b>Defect Change Requests (Type 6)</b>	<p>The following defect change requests statuses are provided:</p> <ul style="list-style-type: none"> <li>• CR0008 – YPQTY-WPQTY (Iss 7) ReqType –E Reject Code must be 2 numerics – (Deltacom)  <i>Status:</i> Open – Currently under appeal.</li> <li>• CR0013 – Date Sent/Century Defect (EDI) – (Nextlink)  <i>Status:</i> Open – Validation response provided on 4-20. Waiting on originator to authorize closure.</li> <li>• CR0023 – OSS'99 Ordering Guidelines – (AT&amp;T)  <i>Status:</i> Open – Validation response provided on 5-3-00. AT&amp;T has requested that this remain open until all guidelines have been updated.</li> <li>• CR0024 – Hunt Group Defect on a Separate CSR – (Adelphia)  <i>Status:</i> Open – Validated as a defect and waiting on originator to authorize closure.</li> <li>• CR0039 – FOC Not Populating Order number on Port Order – (BST on behalf of Albion Connect)  <i>Status:</i> Open – Determined to not be a defect. Waiting on originator to authorize closure.</li> <li>• CR0049 – LENS TNs for each PON on bulk order (BST)</li> </ul>



**Status:** Open – Pending clarification.

- CR0050 – LENS 6.3 - # of Directories for white & yellow (BST)

**Status:** Determined to not be a defect, but will be entered as a feature to be targeted in a future release.

- CR0066 – Invalid USOC for Basic Class of SVC Format – CREX7/TN – (AT&T)

**Status:** Open – Validated as a documentation defect. Provided a work aid on 8-10 and will be providing additional information on when the documentation will be updated.

- CR0070 – Call Forwarding USOC Defect (AT&T)

**Status:** Open - BellSouth determined this not to be a defect. The USOC populated is not valid with the FID provided. The USOC GCE is call forwarding busy line, the CFND FID with RCYC is for call forwarding don't answer. Waiting on CLEC to inform when request can be closed.

- CR0073 – LEO should pull Ported number & return on FOC/CN (BST)

**Status:** Determined to be a defect and will be corrected in a future release TBD.

- CR0074 – TAG is requiring the end user address in error for ReqTyp E: Act of C (BST)

**Status:** Determined to be a defect and is targeted for a future release TBD.

- CR0079 - TAG IS REQUIRING “INIT” (BellSouth)

**Status:** Open – BellSouth determine that this request is not a defect. The system works per requirements. Originator has appealed the validation response.

- CR0080 - LESOG is failing to issue Port Loop Combo accurately (BellSouth)

**Status:** Verified - Electronic System Support (ESS) has determined that this is a defect and will be corrected in a future release.

- CR0081 - LESOG is populating an incorrect due date interval on SL1; ACT of A; (ISSUE 9) (BellSouth)

**Status:** Open – BellSouth is has determined that this is a defect. LSOG is not establishing the Standard Due date intervals as five business days per requirements. The fix is targeted for a future implementation date.

- CR0082 – LEO IS FAILING TO EDIT FOR LOCQTY (BellSouth)

**Status:** Open – BellSouth requested further clarification from originator.

- CR0098 – Re-Calculate Due Date Intervals – (BellSouth)

**Status:** Open – BellSouth has determined that this is not a defect, however additional testing is being performed.

- CR0099 - ORDER MA'D AND SERVICE ORDER INFO DELETED – (BellSouth)

**Status:** Open – BellSouth has determined that this is not a defect, however the decision is being made as to whether this will become a feature.

- CR0100 – TAG is failing to accurately calculate due dates on deny and restore (BST)

**Status:** Determined to not be a defect, however a feature will be opened targeted for a future release.

- CR0107 – Documentation Defect – CIC (AT&T)

**Status:** Open – Still under investigation. Once clarified, the necessary update to the verbiage for the CIC field will be input and posted to the Web by no later than 8-31-00.

- CR0108 – Listings over the number of 2 are not shown on LSR or order (BST)

**Status:** BellSouth determined that this is a defect and is being targeted for a future release TBD. Manual intervention is recommended.

- CR0110 – LESOG not populating ZNEA & ZNHC on ACT of N or C (BST)

**Status:** BellSouth determined that this is not a defect, but recommended that a Feature be opened. This feature will be targeted for a future release TBD.

- CR0123 – LENS Application Enhancement – (Gulf Coast Communication)

**Status:** BellSouth determined that this is not a defect and is waiting on the originator to authorize closure.

- CR0126 – LESOG should pull the correct CFN number for enhanced MMC – (BST)

**Status:** BellSouth determined that this is a defect and will be corrected in a future release TBD.

- CR0129 – LESOG failing to apply ZRTI to orders – (BST)

**Status:** BellSouth determined that this is a defect and will be corrected in a future release TBD.

- CR0130 – LESOG not responding to “C” order adding line & features on Resale Accounts – (BST)

**Status:** BellSouth determined that this is not a defect and is waiting on the originator to authorize closure.

- CR0136 – Address Validating in LENS but not in TAG on old RSAG history – (BST)

**Status:** BellSouth determined that this is a defect and will be targeted for a future release TBD.

<b>Report of System Outages</b>	<p>The following Type 1 System outages have occurred since the last Status Meeting:</p> <p>LENS – 6  EDI – 1  TAG – 3  CSOTS - 1</p> <p>Details of each outage are posted on the Change Control Website at <a href="http://www.interconnection.bellsouth.com">www.interconnection.bellsouth.com</a></p>
<b>Release Management Status</b>	<p><u>The target date for LNP Release 5.1 is 8/27/00:</u></p> <ul style="list-style-type: none"> <li>• LSR0623990001 – Redirection of UNE LSRs in the LCSC</li> <li>• CR0077 – Subscription Version Cancellation</li> <li>• CR0092 – DFDT &amp; CHC (for EDI only)</li> </ul> <p><u>The target date for Release 7.1 is 9/16/00 (date may change to 9/30/00 or 10/7/00 due to Line Sharing mandate):</u></p> <ul style="list-style-type: none"> <li>• CR0112 – Conversion As-Is ACT W Defect</li> <li>• CR0115 – Partial Pre-Order Query DDC</li> <li>• CR0116 – Premise Visit Indicator</li> <li>• CR0118 – Remove HOUSENUMPREFIX from TAG</li> </ul> <p><u>The target date for Release 7.2 is 10/14/00:</u></p> <ul style="list-style-type: none"> <li>• CR0109 – GA 912/229/478 NPA Split</li> </ul> <p><u>The target date for Release 8.0 is 11/11/00:</u>  The proposed scope for Release 8.0 should be complete within two weeks. A conference call will be scheduled to review.</p>
<b>Upcoming Meetings</b>	<p>Release 8.0-scope conference call is targeted within the next two weeks.</p> <p>The Change Review Meeting (prioritization) is scheduled for <b>Wednesday, September 27, 2000</b>. Meeting details were distributed on 8-16-00. This will be a face-to-face meeting in Atlanta, GA. The meeting will be held at the BellSouth Conference Center, 1447 NE Expressway, Atlanta, GA 30329. The meeting will begin at 8:30 AM Eastern and last to approximately 3:00 PM.</p> <p>Please R.S.V.P. with your number of attendees to <a href="mailto:Change.Control@bridge.bellsouth.com">Change.Control@bridge.bellsouth.com</a> by no later than <b>9/13/00</b>.</p> <p>Change Requests must be accepted and in “Pending” status by <b>9/18/00</b> to be placed on the Change Review Meeting agenda for prioritization.</p> <p>The Change Review Meeting package will be distributed to CLEC community between <b>9/18-9/20</b>.</p>
<b>Issues – Interim Change Control Process</b>	<ol style="list-style-type: none"> <li>1) Changes to CR form – adding the Change Control email address  BellSouth has updated the RF1870 (Change Request Form) with the Change Control email address.</li> <li>2) Section 10 - Testing Environment  Change Control recommended the following changes to the Testing Environment section of the</li> </ol>

## Interim CCP document:

- 4<sup>th</sup> paragraph, indicate that the testing guidelines are located on the BellSouth web site and provide web site address for EDI and TAG.
- Remove last paragraph regarding BellSouth currently investigating and pricing the feasibility of a non-production testing environment since this request is targeted for 4Q00 implementation.

The above was acceptable to the CLEC community.

- 3) Defect/Expedited Feature process was reviewed/discussed. Four major changes have been made to the draft: (1) Included expedites as Type 6 Change Request, (2) Expanded the defect definition (3) Added High, Medium and Low Impact Levels and (4) Added intervals for implementing the High Impact levels.

Everyone agreed to make the following changes to the draft:

- Include documentation defects in the defect definition.
- Add “no electronic” workaround to High Impact definition
- Step 3 – add decision step if CR is validated as a High Impact
- Step 3 – 5<sup>th</sup> bullet – change verbiage to match new defect definition
- Initial Release Notification would be 30-day advance notice. If changes are made to the scope, a revised notification letter will be posted 2 weeks prior to implementation date. If additional changes are made to the scope of the release within the 2-week period, a post-release notification letter will be posted.

Change Control agreed to address the following concerns raised by the CLEC community:

- Step 4 – time interval for workaround
- Time interval for implementing a High Impact expedite
- Providing a patch code (as a workaround) for expedites
- Process and M&P changes included in 5 business day advance notification

Note: The “draft” Defect/Expedite Feature process will be incorporated into the Change Control Process document and will remain a “draft” as BellSouth works to address the issues raised by the CLECs.

4) Courtesy copies Carrier Notification Letters

BellSouth explained that BST business decisions that are made due to business drivers for efficiencies do not flow through Change Control. This information is posted in the form of Carrier Notification Letters and posted to the Interconnection Web site. Some examples of these Carrier Notifications were given:

- New LCSC Fax Numbers
- Manually submitting LSOG 4 Forms
- Methods for submitting manual Local Service Requests (LSRs)
- Packaging features/services offered at a discounted rate (BellSouth Essentials)
- Updates to the LEO-IG

BellSouth started sending courtesy copies of these types of notifications over the last week. The intent is to provide information to the CLEC community prior to it being posted to the Web site.

The CLECs expressed their approval and agreed that continuing to receive this information

Via email through Change Control would be beneficial.

5) Vote on baseline CCP document.

Valerie Cottingham explained the joint efforts in achieving the progress we have with the Interim CCP. She mentioned a few of the major improvements that have been made to the process since the discussions, with a few CLECs, began in February 2000. Some of the enhancements that were mentioned are:

- CCP now incorporates defects/expanded the defect definition
- Notify CLECs of new CRs and other statuses by email and through the new CCP Website
- Have monthly status meetings with SME participation, as needed. Will also include SME participation at Change Review Meetings, as needed.
- Formal escalation process
- Incorporated Introduction/Retirement of Interfaces; will allow input from CLECs

Valerie emphasized that the Interim process is a *working* document, not a final document. BellSouth is committed to working with the CLEC community to address their needs and Concerns. She asked for a consensus that the Interim process be accepted as the new Baseline for building upon. The results of the vote are as follows:

Woody Roe, Albion-Connect – Yes  
 Lorraine Watson – Worldcom – Yes  
 Shamone Stapler – ITC/Deltacom – Yes  
 Mubeen Saifullah, Nightfire – Yes  
 Donna Graham – Mantiss – Yes  
 Malinda Saxon – Trivergent – Yes

Jill Williamson – AT&T – No

Reasons:

- 1) AT&T does not agree with the time intervals
- 2) AT&T does not think that BST should reject Change Requests
- 3) The defect/expedite process should be finalized

Sandy Evans – Sprint – No

Reasons:

- 1) Sprint does not agree with the intervals
- 2) Sprint does not agree with the length of time that some change requests have been in the process.

Phyllis Burt – Quintessent – No

Reason:

- 1) Quintessent does not agree with the intervals
- BellSouth requested examples from Quintessent dealing with not meeting intervals.

Since the vote was 6 – 3 in favor with 1 abstention from dsl.net, Change Control will make this document the new “baseline” document for the Change Control Process.

<b>Action Items</b>	<ol style="list-style-type: none"><li>1. Investigate if there will be a standard process for handling 411 drops. (BellSouth)</li><li>2. Add CR0110 to CR Log. (BellSouth)</li><li>3. Send Steve Murray a copy of the CR Log and Defect/Expedite draft process that was discussed on the call. (BellSouth)</li><li>4. Investigate time intervals for defect/expedite workaround. (BellSouth)</li><li>5. Investigate time interval for implementing a High Impact expedite. (BellSouth)</li><li>6. Determine if BellSouth can provide a code “patch” (as a workaround) for expedites until a permanent fix is implemented. (BellSouth)</li><li>7. Determine if Process and M&amp;P changes are included in the posting of notifications of documentation updates (non-system changes) 5 days prior to the documentation posting date. (BellSouth)</li></ol>
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