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Electronic Interface Implementation and Upgrade

Communication Plan

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Table of Contents

Change History.....	5
About This Manual	7
Objectives	7
Assumptions.....	7
Audience	8
How to Use This Guide.....	8
Acronyms	8
Acronyms (continued).....	9
Acronyms (continued).....	10
Definitions.....	10
Related Documentation	11
BellSouth Carrier Notifications.....	11
Chapter One - - Process Flow	12
Chapter Two - - Initial Contact with the CLEC/Vendor.....	13
Definition	13
Process	13
Chapter Three - - CLEC/Vendor Implementation Planning.....	15
Assumptions.....	15
Definition	15
Training.....	15
Registration Process	16
List of Classes Available.....	16
Costs.....	16
TAG Training.....	16
Chapter Four – Test Planning	17
Definition.....	17
Process	17
CLEC/Vendor/Trading Partner Profiles	17
Test Client.....	18
Chapter Five - Connectivity	19
Definition	19
Process	19
Connectivity Testing.....	19
Application Connectivity Testing.....	20
Syntax Testing.....	20
Chapter Six – Technical Support	21
Definition.....	21
Process	21
Chapter Seven – API and Application Testing (TAG only).....	22
Assumption	22
API Testing.....	22
Application Testing.....	22
Definition	22
Process	22
Chapter Eight -- Validity Testing.....	23
Definition	23
Process	23
Chapter Nine – Functional Testing	24
Definition	24
Process	24
Chapter Ten – Production Verification Testing	25
Definition	25
Process	25
Chapter Eleven – Service Readiness Testing.....	26



Definition	26
Process	26
Chapter Twelve - Production Support.....	27
Definition	27
Process	27

Change History

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2.0	07/11/01	Updated CLEC Help Desk definition in Definitions section of About This Manual on page 10	MM
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About This Manual

This document describes the BellSouth communications plan to be followed once a CLEC/Vendor makes their intent known that they plan to use Electronic Data Interchange (EDI) or Telecommunications Access Gateway (TAG) as their pre-order and/or ordering interface. BellSouth is committed to migrating CLECs to an electronic interface for pre-order and firm order requests. Since each electronic interface differs in requirements, involvement and complexity, the use of this communication plan will allow BellSouth to ensure that internal resources are efficiently deployed.

Objectives

The communications plan is intended to identify the activities and organizations involved in a successful and orderly implementation or upgrade of BellSouth Electronic Interfaces EDI or TAG.

There are numerous benefits to all partners (CLECs/Vendors and BellSouth) involved by following this plan, which include, but are not limited, to the following goals.

- Timely notification to affected partners/teams involved in supporting the activities related to a successful implementation of EDI and/or TAG
- Identification of a standard list of activities by implementation steps that are required to support the CLEC/Vendor
- Better utilization of resources required to support the successful turn-up of the CLEC/Vendor

Assumptions

1. All CLECs and BST will adhere to this plan.
2. All partners are familiar with the EDI and TAG products and have an understanding of their roles and responsibilities.
3. The Electronic Commerce Account Team or the CLEC's Account Team (MCI/WCOM and AT&T only) will facilitate and manage implementations for individual CLECs.
4. Software Vendor Process Project Manager (SVP PM) will facilitate and manage implementations for Vendors.

Audience

The Electronic Interface Communications Plan document is intended for external use with Trading Partners (CLECs and Vendors) of BellSouth Telecommunications. This document is intended to identify activities and who should be notified when Competitive Local Exchange Carriers (CLECs) or Vendors are implementing or upgrading EDI or TAG.

How to Use This Guide

The Electronic Interface Communications Plan is intended to advise all participant groups including CLECs and Vendors, what is needed to implement/upgrade electronic interfaces, when that information is needed, and who needs it. Because this document is designed as a reference tool, sections may be read in any order.

The Process Flow in Chapter One outlines the steps from distribution of User Requirements and notification through implementation/upgrade to production. The references made throughout this document are intended to illustrate where a Process Flow step fits into the communication flow.

Acronyms

The following acronyms are used throughout this document:

ANSI	American National Standards Institute
API	Application Programming Interface
ASC	Accredited Standards Committee
BBR	BellSouth Business Rules
BLP	Business Logic Processor
BST	BellSouth Telecommunications, Inc.
BTSI	BellSouth Technology Systems Integration
CAVE	CLEC Application Verification Environment
CLEC	Competitive Local Exchange Carrier
CoG	Corporate Gateway
DMZ	Demilitarized Zone (Internet Firewall)

Acronyms (continued)

EC Supp	Electronic Communications Support
EDI	Electronic Data Interchange
ESD	Encore Solutions Delivery
FOC	Firm Order Confirmation
IT	Information Technology
JIA	Joint Interface Agreement
LAN	Local Area Network
LCSC	Local Carrier Services Center
LEO	Local Exchange Ordering
LEO-IG	Local Exchange Ordering Implementation Guide
LNP	Local Number Portability
LNPGW	Local Number Portability Gateway
LSR	Local Service Request
NPAC	Number Portability Administration Center
OSS	Operational Support Systems
PVT	Production Verification Test
SAIC	Science Applications International Corporation
SB	Service Bureau
SP	Service Provider
SRT	Service Readiness Test
SVP	Software Vendor Process

Acronyms (continued)

SVP PM	Software Vendor Process Project Manager
TAG	Telecommunication Access Gateway
TCIF	Telecommunications Industry Forum
TSM	Transport Manager
VAN	Value Added Network

Definitions

Implementation Team – For the purposes of this document, Implementation Team or the abbreviation “Impl. Team” refers to Electronic Commerce Account Team or CLEC Account Team for CLECs and SVP PM for Vendors.

Account Manager – The Account Manager’s involvement in the implementation process is to refer the CLEC to Electronic Commerce Account Team and is kept periodically abreast of the CLEC’s progress.

Test Desk – This refers to LNP Test Managers and Non-LNP Test Managers.

CLEC Help Desk – This refers to SAIC Technical Support Managers. They will provide technical support during the development and testing of TAG. They also function as the Test Manager during TAG Application testing.

EDI Central – Responsible for establishing the EDI and CONNECT:Direct Profile IDs. They will provide technical support during the development and testing of EDI. They also function as the Test Manager during EDI Syntax testing.

Planning Meeting – This meeting provides an opportunity for the CLEC/Vendor to meet with BellSouth key departments to plan connectivity implementation. It is also used to confirm/correct/clarify information provided on the Electronic Interface Business Survey and the EDI and/or TAG Profile forms.

Test Planning Meeting – This meeting is held after connectivity is completed or well underway. The purpose of this meeting is to finalize test scenarios, phases of testing to be conducted, test phase dates, quantity of test cases, and all other testing issues. In some cases (usually when connectivity already exists and all required documentation is complete and accurate), the Planning Meeting and the Test Planning Meeting will be combined.

Related Documentation

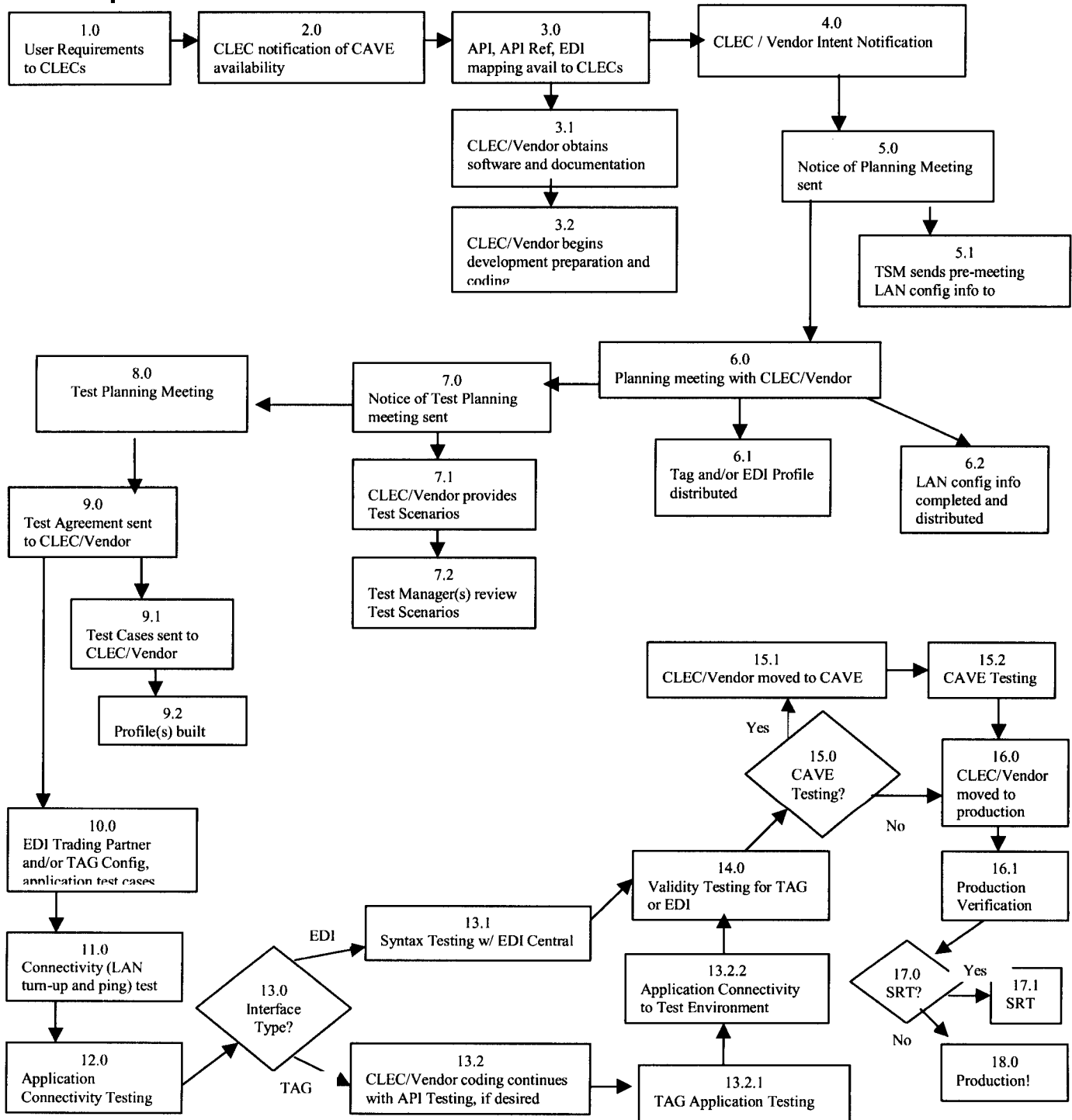
Once a CLEC/Vendor officially declares their intent to implement an electronic interface, the following documents are recommended for the development and operation of the CLEC's/Vendor's interface.

Document
BellSouth User Requirements <i>(Process Flow Step 1.0)</i>
Carrier Notification <i>(Process Flow Step 2.0)</i>
Pre-Order Business Rules
TAG API Reference Guide
BellSouth Business Rules-Local Ordering
BellSouth EDI Technical Specifications
Tariffs
Electronic Interface Test Agreement
Software Vendor Process Plan
CLEC / Vendor Contact Guides
TAG Release Notes
Electronic Interface Testing Guidelines
Electronic Interface Business Survey
CLEC/Vendor Trading Partner Profiles (EDI, TAG)

BellSouth Carrier Notifications

(Process Flow Step 2.0)

A Carrier Notification will be posted indicating a pending new release. This notification will provide a CAVE Pre-soak date, if applicable, and a production date for the new release.

Chapter One -- Process Flow


Chapter Two - - Initial Contact with the CLEC/Vendor

(Process Flow Steps 3.0, through 6.2)

This chapter describes the procedures which should be followed once the initial conversation between Electronic Commerce Account Team/SVP PM and the CLEC/Vendor has been completed.

Definition

During the initial contact, Electronic Commerce Account Team/SVP PM will assist the CLEC/Vendor with determining which electronic interface, currently offered within BellSouth, best meets the business needs. Once it is determined which interface the CLEC/Vendor plans to use, the Electronic Commerce Account Team/SVP PM is responsible for notifying key BST associates who will be involved in ensuring the connectivity, training, technical support, testing, and deployment to production. This notification should occur within 3 business days of the CLEC's/Vendor's decision of which interface to use.

Process

The CLEC's/Vendor's method of connectivity must be determined before the communication process can begin.

- EDI Users may select Value Added Network (VAN) or LAN-to LAN (CONNECT:Direct®). Once this is known, it will narrow the list of key participants and will have some bearing on the level of technical support provided by BST and will determine the implementation timeframe.
- TAG users may select either LAN-to-LAN or Public Internet. Once this is known, it will narrow the list of key participants and will have some bearing on the level of technical support provided by BST and will determine the implementation timeframe.
- Dial-up via a modem pool is not supported

The intent notification sent to Electronic Commerce Account Team/SVP PM via e-mail should include the following:

CLEC/Vendor Name

Completed Electronic Interface Business Survey (Form can be downloaded from the BellSouth public web site's OSS Information Center web page in EI Docs section)

Desired Implementation (Production) Date

Date scheduled for Training

CLEC/Vendor Trading Profile (TAG and or EDI Form can be downloaded from the BellSouth public web site's OSS Information Center web page in EI Docs section)



After receiving the notification, BellSouth work groups will provide to Electronic Commerce Account Team/SVP PM, the names of the Test Desk Manager, CLEC Help Desk Manager, and EDI Central Test Manager assigned to the project within 48 hours, via e-mail. A CLEC/Vendor and BST planning meeting notification will be sent by Electronic Commerce Account Team/SVP PM within 3 business days of CLEC's decision on connectivity to BellSouth internal departments involved in the implementation. The meeting should be scheduled no sooner than 3 business days after notice is sent.

Chapter Three - - CLEC/Vendor Implementation Planning

This chapter describes the activities involved once the CLEC/Vendor has determined the connection method.

Assumptions

- The CLEC is legally certified to provide local phone service.
- The CLEC has a signed Interconnection Agreement with BST, which includes nondisclosure for local exchange ordering.
- The Vendor has a signed Vendor Agreement with BST, which includes nondisclosure for local exchange ordering.
- If the Interconnection Agreement does not contain nondisclosure verbiage, the CLEC must have a signed Nondisclosure Agreement with BST.
- The CLEC/Vendor has reviewed and agreed to the conditions described in the BellSouth Business Rules Ordering Guide, the Local Exchange Ordering (LEO) Implementation Guides and the TAG API Reference Guide.
- The CLEC has an established billing account with BST.

Definition

Implementation planning pertains to how and when the CLEC/Vendor will interface with BellSouth Electronic Interfaces, either via Public Internet, VAN, or LAN-to-LAN. Electronic Commerce Account Team/SVP PM will develop a customized checklist, outlining all implementation phases/tasks to be performed by the CLEC/Vendor and BST.

Training

The following chapter describes the training available to CLECs/Vendors. While certain training classes are required, BellSouth recommends that all courses listed be taken by one or more persons in the CLEC's company. Most of the questions and issues encountered during implementation and in production are related to business rules and how to complete an LSR. BellSouth posts its business rules, ordering information and product information on the BellSouth public web site. However, to ensure that customers understand how to use the documentation and issue correct pre-order and firm order transactions, BellSouth provides training classes. The purpose of these classes is to provide CLECs/Vendors with an overview of the LSR process, give product specific information, training on development of the TAG interface, and how to read information provided by BellSouth.



Registration Process

To register for any of the BellSouth classes, access the public web site at:

<http://www.interconnection.bellsouth.com/training/announce.html> Access, complete and submit the training form. The Training Department will call to confirm the date and payment, as applicable.

List of Classes Available

- CLEC Basic
- CLEC Basic Service Ordering (**Required**)
- CLEC Training Course Information: Customer Service Record Understanding 2-Day Course (**Required**)
- Complex Products Service Ordering
- Collocation
- Local Exchange Navigation System (LENS) (**Required for LENS users**)
- Telecommunications Access Gateway (TAG) (**Required for TAG developers**)
- Trouble Analysis Facilitation Interface (TAFI)
- Data Unbundled Network Elements (UNE) (**Recommended**)
- Basic Unbundled Network Elements (UNE) Overview
- Directory Listings Forms Course (**Recommended**)
- Switched Port/Loop Combinations (**Recommended**)
- Tariff (**Recommended**)

Costs

The costs of each class can be found on the training web site. Payment must be made at the time of registration. While attending these classes may add to development expenses, it will save many hours of research, frustration, and incorrect coding.

TAG Training

Unlike the training conducted for other electronic interfaces, LSRs, and products used by CLECs/Vendors, TAG training is very technical and the intended audiences are programmers knowledgeable in C++ programming language. The intent of the training is to provide CLECs/Vendors with the technical specifications to allow them to begin the development of their presentation system. When training is complete, the Trainer will notify Electronic Commerce Account Team/SVP PM with the attendance list for each class. The following will be included in the Trainer's notification:

- CLEC/Vendor name
- Name of person(s) who attended class
- Notes/Comments
- Date attended

At that time, the Electronic Commerce Account Team/SVP PM will provide the attendee, via e-mail, with the User ID and Password for the TAG secured web site.

Chapter Four – Test Planning

(Process Flow Steps 7.0 through 10.0)

This chapter the activities surrounding the Test Planning meeting.

Definition

The CLEC/Vendor will meet with BellSouth to negotiate a Test Agreement that will outline the test schedule. A Test Agreement is required when a CLEC/Vendor is implementing a new interface, product, and functionality or upgrading to a new release and will require testing.

Process

At the Planning meeting, Electronic Commerce Account Team/SVP PM will schedule a test planning conference call. The meeting should be scheduled no sooner than 3 business days after notice is sent. The following key participants will be notified of conference call via e-mail:

- CLEC/Vendor
- Test Desk
- CLEC Help Desk
- EDI Central (EDI only)

Once dates have been negotiated, the Test Desk will formulate the Electronic Interface Test Agreement. The following key contacts will be sent a copy of the Test Agreement via e-mail:

- CLEC/Vendor
- Electronic Commerce Account Team/SVP PM
- CLEC Help Desk
- EDI Central (EDI only)

The CLEC/Vendor should sign the Electronic Interface Test Agreement and return it via mail to the address on the front of the agreement.

CLEC/Vendor/Trading Partner Profiles

The Profile form(s) should be completed and returned with the Electronic Interface Business Survey at the time the CLEC/Vendor advises Electronic Commerce Account Team/SVP PM of the intent to implement or upgrade EDI or TAG. **Anytime a CLEC/Vendor upgrades to a new release or moves to a new platform (new IP address, new server, Trading Partner ID), the CLEC Profile must be updated prior to the actual move so that EC Support/EDI Central/BTSI Architects can make the changes in our systems.** Fifteen business days from the time EC Support/EDI Central/BTSI Architects receive the Profile, should be allowed for the update to be processed.



EDI Central will forward the completed Trading Partner Profile to the CLEC/Vendor. For TAG customers, the CLEC Help Desk will communicate the configuration information. The following key contacts should be notified:

- CLEC/Vendor
- Electronic Commerce Account Team/SVP PM

Test Client

The CLEC Test Client software for TAG will be delivered to the CLEC/Vendor prior to Application Connectivity testing. The software and instructions will be covered in the TAG training class and are also in the TAG API Reference Guide.

Chapter Five - Connectivity

This chapter describes those notification points during the connectivity process.

Definition

Connectivity is the process where the CLEC/Vendor will install a LAN-to-LAN circuit (physical interface), VAN or establish Public Internet access to interface with BellSouth's Electronic Interfaces.

The physical interface must be terminated in a BellSouth Data Center. Should the CLEC/Vendor decide to use a LAN interface, the BTSI Architect will be happy to provide a list of BellSouth Data Centers during the implementation planning meeting. The physical interface can be a dedicated point-to-point, or frame relay sized as a 56K, 64K, fractional T1, full T1, or T3 as activity necessitates. The CLEC/Vendor should consult with their interexchange and/or local service provider to determine the most appropriate type and size of interface.

For use of Public Internet access, the CLEC/Vendor must provide registered IP addresses to BellSouth for each interface. It is recommended that the CLEC/Vendor have separate addresses for testing and production, to facilitate testing new releases while production release continues to operate.

Process

The Electronic Commerce Account Team for CLECs and the SVP PM for Vendors will facilitate the Connectivity process and assist the CLEC/Vendor.

Connectivity Testing

(Process Flow Steps 6.0 through 6.2, 11.0)

Once connectivity is established, testing will be performed as outlined in the BellSouth Electronic Interface Testing Guidelines. Once connectivity is completed, e.g. installed and tested, key BST personnel are notified by the BTSI Architect of all connectivity activities being completed. For CLECs using LAN-to-LAN interface, but not executing the Functional Testing phase, once the BTSI Architect declares the circuit "in production", EC Support will be the point of contact for technical problems prior to application being in production. For CLEC/Vendor using LAN-to-LAN interface, and executing the Functional Testing phase, once the BTSI Architect declares the circuit "in production", CLEC Help Desk will be the point of contact for technical problems prior to application being in production.

Application Connectivity Testing

(Process Flow Step 12.0)

This step in the testing process allows BellSouth and the CLEC/Vendor to determine if connectivity exists across the interface to back-end applications. For CLECs/Vendors using EDI with CONNECT:Direct, a connectivity test case will be provided. For TAG, the CLEC/Vendor will use the Test Client software provided by BellSouth, to conduct the test. Once this testing is completed, the CLEC Help Desk or EDI Central will notify key personnel.

Syntax Testing

(Process Flow Step 13.1)

Syntax testing, for CLECs/Vendors implementing EDI, verifies compliance to predetermined structures such as ANSI ASC X12 EDI standards and TCIF industry standards. Once this testing is completed, the EDI Central will notify key personnel.

Chapter Six – Technical Support

The following chapter describes the activities defined as technical support.

Definition

Technical support will be provided by the CLEC Help Desk for TAG implementations/upgrades, and for CLECs performing Functional Testing. For CLECs/Vendors implementing EDI, technical support will be provided by EDI Central. This support consists of conference calls and/or face-to-face meetings as required in support of the CLEC's/Vendor's development of their application. BellSouth will determine the necessity of face-to-face meetings. Any expenses incurred for "customer location" meetings, including the cost of Technical Support travel, will be the responsibility of the CLEC/Vendor. The intent of providing technical support is to have a knowledgeable BST representative respond to any non-operational questions posed by the CLEC/Vendor. Operational issues should be addressed by the Test Desk or Electronic Commerce Account Team/SVP PM.

Process

Electronic Commerce Account Team/SVP PM will provide the CLEC/Vendor with contact information for all implementation participants via the CLEC/Vendor Contact Guide, at the beginning of the implementation project. The CLEC Help Desk should be contacted directly via phone or e-mail for help with technical issues.

The Technical Support representative will evaluate all questions and issues to determine if modifications are needed in training and/or documentation and refer to the appropriate key BST personnel:

Chapter Seven – API and Application Testing (TAG only)

This chapter defines the steps involved in supporting CLEC/Vendor API and Application testing

Assumption

- Connectivity successfully completed
- TAG Profile established

API Testing

(Process Flow Step 13.2)

API Testing is an optional phase of testing used by CLECs/Vendors implementing TAG during the development of their interface code. During this phase of testing, the CLEC/Vendor will not have a dedicated BellSouth resource or test cases provided. The CLEC Help Desk will be available for technical assistance if needed.

Application Testing

(Process Flow Step 13.2.1)

Definition

CLECs/Vendors will be able to send tests transactions to test the functionality of their application and coding. The purpose of this testing is to verify pre-order and order data mapping. This will help both parties to schedule timely testing and stay within the bounds of the Test Agreement.

Process

During this phase the CLEC/Vendor will indicate to the CLEC Help Desk that they are ready to send Application Test Cases.

Chapter Eight -- Validity Testing

(Process Flow Step 14.0)

Once the CLEC/Vendor completes Application (TAG) or Syntax (EDI) Testing, they are ready to begin Validity Testing.

Definition

This phase of testing verifies that the CLEC/Vendor software can execute firm order test cases in compliance to the BellSouth User Requirements. Validity testing can include a verification of error messages received and returned.

NOTE: Certification Testing for Vendors follows the same process as Validity Testing. Vendors, please consult the Software Vendor Process Plan for further information on Certification.

Process

During firm order testing, the CLEC/Vendor may be required to process preorder transactions prior to submitting firm order service requests. Validity testing will consist of a list of test scenarios agreed upon by BST and CLEC/Vendor during the Test Planning Meeting.

- A daily Test Log summary of the previous day's activity will be sent to the CLEC/Vendor.
- Periodic test status calls as negotiated in the Test Agreement will be conducted by the Test Desk

Included in the periodic calls will be the following groups:

- Test Desk
- Electronic Commerce Account Team/SVP PM

Chapter Nine – Functional Testing

(Process Flow Step 15.0 through 15.2)

This chapter describes the optional step of Functional testing in the CLEC Application Verification Environment (CAVE).

Definition

This optional phase of testing for CLECs allows a CLEC to perform additional functional testing on pre-production and post-production releases.

Process

During firm order testing, the CLEC may be required to process some preorder transactions in order to submit firm order service requests. Functional testing will consist of a list of test scenarios agreed upon by BST and CLEC during the Test Planning Meeting.

- A daily Test Log summary of the previous day's activity will be sent to the CLEC.
- Periodic test status calls as negotiated in the Test Agreement will be conducted by the Test Desk

Included in the periodic calls will be the following groups:

- Electronic Commerce Account Team/SVP PM
- Test Desk

When Functional testing is completed, the following key contacts will be notified via e-mail:

- CLEC
- CLEC Help Desk

Chapter Ten – Production Verification Testing

(Process Flow Step 16.0 through 16.1)

This chapter describes the required step of Production Verification Testing (PVT).

Definition

Once the CLEC/SP Vendor completes either Application (for pre-order only CLECs/Vendors), Validity or Functional Testing, they must complete Production Verification Testing. Vendors who are Service Providers must also complete PVT when they add new CLECs to their interface. This testing confirms that the CLEC/SP Vendor is connected to the production environment.

Process

- The CLEC/SP Vendor will be moved to the production environment based on EDI or TAG Profile.
- The CLEC/SP Vendor will submit a live, production transaction
- Test Desk or CLEC Help Desk will verify that the transaction was received by the appropriate production OSS

When PVT is completed, the following key contact will be notified via e-mail, that the CLEC/SP Vendor is now production verified:

- CLEC/SP Vendor
- CLEC Help Desk
- LCSC
- EC Support
- LCSC Operations Customer Support Manager
- Electronic Commerce Account Team/SVP PM
- Account Manager

Chapter Eleven – Service Readiness Testing

(Process Flow Step 17.0 through 17.1)

This chapter describes the optional step of Service Readiness Testing (SRT).

Definition

This phase of testing is supported only for CLECs who have SRT in their Interconnection Agreement. Once the CLEC completes Production Verification Testing, they can move to Service Readiness Testing. This testing monitors 1-2 production LSRs through the CLEC receiving a FOC.

Process

- The CLEC will submit a live, production LSR
- The Test Desk will monitor the LSR until a FOC is received.

When SRT is completed, the following key personnel will be notified via e-mail, that the CLEC is now in production:

- CLEC
- LCSC
- EC Support
- LCSC Operations Customer Support Manager
- Electronic Commerce Account Team/SVP PM
- Account Manager

Chapter Twelve - Production Support

This chapter discusses the notification points when a customer moves to production.

Definition

When BST and the CLEC agree that testing has been successfully completed, the CLEC moves to production. At that time, the Local Carrier Service Center and Customer Support Managers have responsibility for clarifying pre-order and ordering questions relating to specific requests (LSRs or Pre-order Data) the CLEC may have. Technical troubles relative to the operation of EDI or TAG should be directed to EC Support.

Process

CLECs can request changes to the EDI or TAG applications through the Change Control Process. Notification of new releases will also be handled via the CCP.

If a CLEC wants to add existing functionality (i.e. changes to their end only, or add LSR functionality) or test currently available functionality, they should contact Electronic Commerce Account Team and will follow the process as outlined in the Electronic Interface Testing Guidelines

When a CLEC's/Vendor's test window expires, their access to all test platforms will be removed.