FCC Form 481 - Carrier Annual Reporting Data Collection Form

FCC Form 481
OMB Control No. 3060-0986/OMB Control No. 3060-0819
July 2013

<010>	Study Area Code	512251
<015>	Study Area Name	RANGE TELEPHONE. COOPERATIVE. INC. - WY
<020>	Program Year	2018
<030>	Contact Name: Person USAC should contact with questions about this data	Gail Rainey
<035>	Contact Telephone Number: Number of the person identified in data line <030>	4063472226 ext.2859
<039>	Contact Email Address: Email of the person identified in data line <030>	gail.rainey@rangetel.coop
	Form Type	54.313 and 54.422

(200) Service Outage Reporting (Voice)
Data Collection Form

FCC Form 481
OMB Control No. 3060-0986/OMB Control No. 3060-0819
July 2013

<010>	Study Area Code	512251
<015>	Study Area Name	RANGE TELEPHONE. COOPERATIVE. INC. - WY
<020>	Program Year	2018
<030>	Contact Name - Person USAC should contact regarding this data	Gail Rainey
<035>	Contact Telephone Number - Number of person identified in data line <030>	4063472226 ext.2859
<039>	Contact Email Address - Email Address of person identified in data line <030>	gail.rainey@rangetel.coop

<210> For the prior calendar year, were there any reportable voice service outages? No

<220>

<a> NORS Reference Number	<b1> Outage Start Date	<b2> Outage Start Time	<b3> Outage End Date	<b4> Outage End Time	<c1> Number of Customers Affected	<c2> Total Number of Customers	<d> 911 Facilities Affected (Yes / No)	<e> Service Outage Description (Check all that apply)	<f> Did This Outage Affect Multiple Study Areas (Yes / No)	<g> Service Outage Resolution	<h> Preventative Procedures

(300) Unfulfilled Service Request
Data Collection Form

FCC Form 481
OMB Control No. 3060-0986/OMB Control No. 3060-0819
July 2013

<010>	Study Area Code	512251
<015>	Study Area Name	RANGE TELEPHONE. COOPERATIVE. INC. - WY
<020>	Program Year	2018
<030>	Contact Name - Person USAC should contact regarding this data	Gail Rainey
<035>	Contact Telephone Number - Number of person identified in data line <030>	4063472226 ext.2859
<039>	Contact Email Address - Email Address of person identified in data line <030>	gail.rainey@rangetel.coop

<300> Unfulfilled service request (voice) 0

<310> Detail on attempts (voice)

Name of Attached Document

<320> Unfulfilled service request (broadband) 0

<330> Detail on attempts (broadband)

Name of Attached Document

(400) Number of Complaints per 1,000 customers
Data Collection Form

FCC Form 481
OMB Control No. 3060-0986/OMB Control No. 3060-0819
July 2013

<010>	Study Area Code	512251
<015>	Study Area Name	RANGE TELEPHONE. COOPERATIVE. INC. - WY
<020>	Program Year	2018
<030>	Contact Name - Person USAC should contact regarding this data	Gail Rainey
<035>	Contact Telephone Number - Number of person identified in data line <030>	4063472226 ext.2859
<039>	Contact Email Address - Email Address of person identified in data line <030>	gail.rainey@rangetel.coop
<400>	Select from the drop-down list to indicate how you would like to report voice complaints (zero or greater) for voice telephony service in the prior calendar year for each service area in which you are designated an ETC for any facilities you own, operate, lease, or otherwise utilize.	Offered only fixed voice
<410>	Complaints per 1000 customers for fixed voice	0.0
<420>	Complaints per 1000 customers for mobile voice	
<430>	Select from the drop-down list to indicate how you would like to report end-user customer complaints (zero or greater) for broadband service in the prior calendar year for each service area in which you are designated an ETC for any facilities you own, operate, lease, or otherwise utilize.	Offered only fixed broadband
<440>	Complaints per 1000 customers for fixed broadband	0.0
<450>	Complaints per 1000 customers for mobile broadband	

(500) Compliance With Service Quality Standards and Consumer Protection Rules
Data Collection Form

FCC Form 481
OMB Control No. 3060-0986/OMB Control No. 3060-0819
July 2013

<010>	Study Area Code	512251
<015>	Study Area Name	RANGE TELEPHONE. COOPERATIVE. INC. - WY
<020>	Program Year	2018
<030>	Contact Name - Person USAC should contact regarding this data	Gail Rainey
<035>	Contact Telephone Number - Number of person identified in data line <030>	4063472226 ext.2859
<039>	Contact Email Address - Email Address of person identified in data line <030>	gail.rainey@rangetel.coop
<500>	Certify compliance with applicable service quality standards and consumer protection rules	Yes
<510>	Descriptive document for Service Quality Standards & Consumer Protection Rules Compliance	512251wy510.pdf
<515>	Certify compliance with applicable minimum service standards	

(600) Functionality in Emergency Situations
Data Collection Form

FCC Form 481
OMB Control No. 3060-0986/OMB Control No. 3060-0819
July 2013

<010>	Study Area Code	512251
<015>	Study Area Name	RANGE TELEPHONE. COOPERATIVE. INC. - WY
<020>	Program Year	2018
<030>	Contact Name - Person USAC should contact regarding this data	Gail Rainey
<035>	Contact Telephone Number - Number of person identified in data line <030>	4063472226 ext.2859
<039>	Contact Email Address - Email Address of person identified in data line <030>	gail.rainey@rangetel.coop
<600>	Certify compliance regarding ability to function in emergency situations	Yes
<610>	Descriptive document for Functionality in Emergency Situations	512251wy610.pdf

(700) Price Offerings including Voice Rate Data
Data Collection Form

FCC Form 481
OMB Control No. 3060-0986/OMB Control No. 3060-0819
July 2013

<010>	Study Area Code	512251
<015>	Study Area Name	RANGE TELEPHONE. COOPERATIVE. INC. - WY
<020>	Program Year	2018
<030>	Contact Name - Person USAC should contact regarding this data	Gail Rainey
<035>	Contact Telephone Number - Number of person identified in data line <030>	4063472226 ext.2859
<039>	Contact Email Address - Email Address of person identified in data line <030>	gail.rainey@rangetel.coop

<701>	Residential Local Service Charge Effective Date	1/1/2017
<702>	Single State-wide Residential Local Service Charge	

<703>

<a1>	<a2>	<a3>	<b1>	<b2>	<b3>	<b4>	<b5>	<c>
State	**Exchange (ILEC)**	**SAC (CETC)**	**Rate Type**	**Residential Local Service Rate**	**State Subscriber Line Charge**	**State Universal Service Fee**	**Mandatory Extended Area Service Charge**	**Total per line Rates and Fees**
WY	Arvada		FR	19.55	0.0	0.23	0.0	19.78
WY	Alzada		FR	19.55	0.0	0.26	2.21	22.02
WY	Clearmont		FR	19.55	0.0	0.23	0.0	19.78
WY	Decker		FR	19.55	0.0	0.23	0.0	19.78
WY	SE Sheridan		FR	19.55	0.0	0.23	0.0	19.78
WY	Sundance		FR	19.55	0.0	0.26	2.21	22.02

(710) Broadband Price Offerings
Data Collection Form

FCC Form 481
OMB Control No. 3060-0986/OMB Control No. 3060-0819
July 2013

<010>	Study Area Code	512251
<015>	Study Area Name	RANGE TELEPHONE. COOPERATIVE. INC. - WY
<020>	Program Year	2018
<030>	Contact Name - Person USAC should contact regarding this data	Gail Rainey
<035>	Contact Telephone Number - Number of person identified in data line <030>	4063472226 ext.2859
<039>	Contact Email Address - Email Address of person identified in data line <030>	gail.rainey@rangetel.coop

<711>

<a1>	<a2>	<b1>	<b2>	<c>	<d1>	<d2>	<d3>	<d4>
State	**Exchange (ILEC)**	**Residential Rate**	**State Regulated Fees**	Total Rates and Fees	**Broadband Service - Download Speed (Mbps)**	Broadband Service -Upload Speed (Mbps)	Usage Allowance (GB)	Usage Allowance Action Taken When Limit Reached {select}
WY	All	45.0	0.0	45.0	10.0	1.0	999999	Other, No limit on usage allowance
WY	All	55.0	0.0	55.0	30.0	10.0	999999	Other, No limit on usage allowance
WY	All	85.0	0.0	85.0	50.0	20.0	999999	Other, No limit on usage allowance
WY	All	125.0	0.0	125.0	100.0	100.0	999999	Other, No limit on usage allowance

(800) Operating Companies
Data Collection Form

FCC Form 481
OMB Control No. 3060-0986/OMB Control No. 3060-0819
July 2013

<010>	Study Area Code	512251
<015>	Study Area Name	RANGE TELEPHONE. COOPERATIVE. INC. - WY
<020>	Program Year	2018
<030>	Contact Name - Person USAC should contact regarding this data	Gail Rainey
<035>	Contact Telephone Number - Number of person identified in data line <030>	4063472226 ext.2859
<039>	Contact Email Address - Email Address of person identified in data line <030>	gail.rainey@rangetel.coop

<810>	Reporting Carrier	Range Telephone Cooperative, Inc. - WY
<811>	Holding Company	Range Telephone Cooperative, Inc.
<812>	Operating Company	Range Telephone Cooperative, Inc. - WY

<813>

<a1>	<a2>	<a3>
Affiliates	**SAC**	**Doing Business As Company or Brand Designation**
Range Telephone Cooperative, Inc.	482251	
Advanced Telecommunications Technology	519004	ACT
Dubois Telephone Exchange, Inc.	512291	
RT Communications, Inc.	512251	
Range Telephone Cooperative, Inc. - CLEC	489007	

(900) Tribal Lands Reporting
Data Collection Form

FCC Form 481
OMB Control No. 3060-0986 /OMB Control No. 3060-0819
July 2013

<010>	Study Area Code	512251
<015>	Study Area Name	RANGE TELEPHONE. COOPERATIVE. INC. - WY
<020>	Program Year	2018
<030>	Contact Name - Person USAC should contact regarding this data	Gail Rainey
<035>	Contact Telephone Number - Number of person identified in data line <030>	4063472226 ext.2859
<039>	Contact Email Address - Email Address of person identified in data line <030>	gail.rainey@rangetel.coop

<900> Does the filing entity offer tribal land services? (Y/N) No

<910> Tribal Land(s) on which ETC Serves

<920> Tribal Government Engagement Obligation

Name of Attached Document

If your company serves Tribal lands, please select (Yes,No, NA) for each these boxes to confirm the status described on the attached PDF, on line 920, demonstrates coordination with the Tribal government pursuant to § 54.313(a)(9) includes:

		Select Yes or No or Not Applicable
<921>	Needs assessment and deployment planning with a focus on Tribal community anchor institutions.	
<922>	Feasibility and sustainability planning;	
<923>	Marketing services in a culturally sensitive manner;	
<924>	Compliance with Rights of way processes	
<925>	Compliance with Land Use permitting requirements	
<926>	Compliance with Facilities Siting rules	
<927>	Compliance with Environmental Review processes	
<928>	Compliance with Cultural Preservation review processes	
<929>	Compliance with Tribal Business and Licensing requirements.	

(1000) Voice and Broadband Service Rate Comparability
Data Collection Form

FCC Form 481
OMB Control No. 3060-0986/OMB Control No. 3060-0819
July 2013

<010>	Study Area Code	512251
<015>	Study Area Name	RANGE TELEPHONE. COOPERATIVE. INC. - WY
<020>	Program Year	2018
<030>	Contact Name - Person USAC should contact regarding this data	Gail Rainey
<035>	Contact Telephone Number - Number of person identified in data line <030>	4063472226 ext.2859
<039>	Contact Email Address - Email Address of person identified in data line <030>	gail.rainey@rangetel.coop

<1000>	Voice services rate comparability certification	Yes
<1010>	Attach detailed description for voice services rate comparability compliance	512251wy1010.pdf Name of Attached Document
<1020>	Broadband comparability certification	Yes - Pricing is no more than the most recent applicable benchmark announced by the Wireline Competition Bureau
<1030>	Attach detailed description for broadband comparability compliance	512251wy1030.pdf Name of Attached Document

(1100) No Terrestrial Backhaul Reporting Data Collection Form

FCC Form 481
OMB Control No. 3060-0986/OMB Control No. 3060-0819
July 2013

<010>	Study Area Code	512251
<015>	Study Area Name	RANGE TELEPHONE. COOPERATIVE. INC. - WY
<020>	Program Year	2018
<030>	Contact Name - Person USAC should contact regarding this data	Gail Rainey
<035>	Contact Telephone Number - Number of person identified in data line <030>	4063472226 ext.2859
<039>	Contact Email Address - Email Address of person identified in data line <030>	gail.rainey@rangetel.coop

<1100>	Certify whether terrestrial backhaul options exist (Y/N)	Yes
<1130>	Please select the appropriate response (Yes, No, Not Applicable) to confirm the reporting carrier offers broadband service of at least 1 Mbps downstream and 256 kbps upstream within the supported area pursuant to § 54.313(g).	

(1200) Terms and Condition for Lifeline Customers
Lifeline
Data Collection Form

FCC Form 481
OMB Control No. 3060-0986/OMB Control No. 3060-0819
July 2013

<010>	Study Area Code	512251
<015>	Study Area Name	RANGE TELEPHONE. COOPERATIVE. INC. - WY
<020>	Program Year	2018
<030>	Contact Name - Person USAC should contact regarding this data	Gail Rainey
<035>	Contact Telephone Number - Number of person identified in data line <030>	4063472226 ext.2859
<039>	Contact Email Address - Email Address of person identified in data line <030>	gail.rainey@rangetel.coop

<1210> Terms & Conditions of Voice Telephony Lifeline Plans

512251wy1210.pdf

Name of Attached Document

<1220> Link to Public Website HTTP

"Please check these boxes below to confirm that the attached document(s), on line 1210, or the website listed, on line 1220, contains the required information pursuant to § 54.422(a)(2) annual reporting for ETCs receiving low-income support, carriers must annually report:

<1221> Information describing the terms and conditions of any voice telephony service plans offered to Lifeline subscribers, ✔

<1222> Details on the number of minutes provided as part of the plan, ✔

<1223> Additional charges for toll calls, and rates for each such plan. ✔

(3005) Rate Of Return Carrier Additional Documentation
Data Collection Form

FCC Form 481
OMB Control No. 3060-0986/OMB Control No. 3060-0819
July 2013

<010>	Study Area Code	512251
<015>	Study Area Name	RANGE TELEPHONE. COOPERATIVE. INC. - WY
<020>	Program Year	2018
<030>	Contact Name - Person USAC should contact regarding this data	Gail Rainey
<035>	Contact Telephone Number - Number of person identified in data line <030>	4063472226 ext.2859
<039>	Contact Email Address - Email Address of person identified in data line <030>	gail.rainey@rangetel.coop

Select from the drop down menu or check the boxes below to note compliance with 54.313(f)(1). Privately held carriers must ensure compliance with the financial reporting requirements set forth in 47 CFR 54.313(f)(2). I further certify that the information reported on this form and in the documents attached below is accurate.

	Progress Report on 5 Year Plan		
(3009)	Carrier certifies to 54.313(f)(1)(iii)	Yes - Attach Certification	
(3010A)	Certification of Public Interest Obligations {47 CFR § 54.313(f)(1)(i)}		512251wy3010.pdf
(3010B)	Please Provide Attachment	Name of Attached Document Listing Required Information	
(3012A)	Community Anchor Institutions {47 CFR § 54.313(f)(1)(ii)}	No - No New Community Anchors	
(3012B)	Please Provide Attachment	Name of Attached Document Listing Required Information	
(3013)	Is your company a Privately Held ROR Carrier {47 CFR § 54.313(f)(2)}	(Yes/No)	
(3014)	If yes, does your company file the RUS annual report	(Yes/No)	
	Please check these boxes to confirm that the attached PDF, on line 3017, contains the required information pursuant to § 54.313(f)(2) compliance requires:		
(3015)	Electronic copy of their annual RUS reports (Operating Report for Telecommunications Borrowers)	✔	
(3016)	Document(s) with Balance Sheet, Income Statement and Statement of Cash Flows	✔	
(3017)	If the response is yes on line 3014, attach your company's RUS annual report and all required documentation	Name of Attached Document Listing Required Information	512251wy3017.pdf
(3018)	If the response is no on line 3014, is your company audited?	(Yes/No)	
	If the response is yes on line 3018, please check the boxes below to confirm your submission on line 3026 pursuant to § 54.313(f)(2), contains:		
(3019)	Either a copy of their audited financial statement; or (2) a financial report in a format comparable to RUS Operating Report for Telecommunications Borrowers		
(3020)	Document(s) for Balance Sheet, Income Statement and Statement of Cash Flows		
(3021)	Management letter and/or audit opinion issued by the independent certified public accountant that performed the company's financial audit.		
	If the response is no on line 3018, please check the boxes below to confirm your submission on line 3026 pursuant to § 54.313(f)(2), contains:		
(3022)	Copy of their financial statement which has been subject to review by an independent certified public accountant; or 2) a financial report in a format comparable to RUS Operating Report for Telecommunications Borrowers		
(3023)	Underlying information subjected to a review by an independent certified public accountant		
(3024)	Underlying information subjected to an officer certification.		
(3025)	Document(s) with Balance Sheet, Income Statement and Statement of Cash Flows		
(3026)	Attach the worksheet listing required information	Name of Attached Document Listing Required Information	

(3005) Rate Of Return Carrier Additional Documentation (Continued)

Data Collection Form

FCC Form 481

OMB Control No. 3060-0986/OMB Control No. 3060-0819

July 2013

<010>	Study Area Code	512251
<015>	Study Area Name	RANGE TELEPHONE. COOPERATIVE. INC. - WY
<020>	Program Year	2018
<030>	Contact Name - Person USAC should contact regarding this data	Gail Rainey
<035>	Contact Telephone Number - Number of person identified in data line <030>	4063472226 ext.2859
<039>	Contact Email Address - Email Address of person identified in data line <030>	gail.rainey@rangetel.coop

Financial Data Summary

(3027) Revenue	9485039
(3028) Operating Expenses	8615480
(3029) Net Income	4928311
(3030) Telephone Plant In Service(TPIS)	91337409
(3031) Total Assets	83786007
(3032) Total Debt	19938334
(3033) Total Equity	59986979
(3034) Dividends	1431196

Name of Attached Document Listing Required Information

Certification - Reporting Carrier Data Collection Form	FCC Form 481 OMB Control No. 3060-0986/OMB Control No. 3060-0819 July 2013

<010>	Study Area Code	512251
<015>	Study Area Name	RANGE TELEPHONE. COOPERATIVE. INC. - WY
<020>	Program Year	2018
<030>	Contact Name - Person USAC should contact regarding this data	Gail Rainey
<035>	Contact Telephone Number - Number of person identified in data line <030>	4063472226 ext.2859
<039>	Contact Email Address - Email Address of person identified in data line <030>	gail.rainey@rangetel.coop

TO BE COMPLETED BY THE REPORTING CARRIER, IF THE REPORTING CARRIER IS FILING ANNUAL REPORTING ON ITS OWN BEHALF:

Certification of Officer as to the Accuracy of the Data Reported for the Annual Reporting for CAF or LI Recipients

I certify that I am an officer of the reporting carrier; my responsibilities include ensuring the accuracy of the annual reporting requirements for universal service support recipients; and, to the best of my knowledge, the information reported on this form and in any attachments is accurate.

Name of Reporting Carrier: RANGE TELEPHONE. COOPERATIVE. INC. - WY

Signature of Authorized Officer: CERTIFIED ONLINE Date 06/16/2017

Printed name of Authorized Officer: Gail Rainey

Title or position of Authorized Officer: CFO

Telephone number of Authorized Officer: 4063472226 ext.2859

Study Area Code of Reporting Carrier: 512251 Filing Due Date for this form: 07/03/2017

Persons willfully making false statements on this form can be punished by fine or forfeiture under the Communications Act of 1934, 47 U.S.C. §§ 502, 503(b), or fine or imprisonment under Title 18 of the United States Code, 18 U.S.C. § 1001.

Attachments

Range Telephone Cooperative, Inc. - WY
Annual 54.313 Report of High-Cost Recipient

54.313(a)(5) Satisfactions of Consumer Protection and Service Quality Standards

Consumer Protection

Voice and Broadband

Range Telephone Cooperative, Inc. complies with the requirements of 47 CFR Part 64 Subpart U, Customer Proprietary Network Information and the Federal Trade Commission Red Flag rules to prevent identity theft. A manual for each of those programs is in place and is part of the employees' handbook. Employee training is conducted annually and new hires are instructed on the programs as required by their job functions.

Service Quality Standards

Voice

Range Telephone Cooperative, Inc. complies with the service quality standard rules of the Federal Communications Commission and with the State of Wyoming as promulgated in the Wyoming Public Service Commission Rules 501 and 503. New employees are trained on the internal processes designed to meet those standards as required by their job functions. Range Telephone Cooperative, Inc. is committed to providing the highest quality service to its subscribers.

Broadband

Range Telephone Cooperative, Inc. complies with the service standards noted in NECA Tariff #5 and is committed to providing the highest quality service to its subscribers.

Service Quality Standards and Consumer Protection Rules Annual Certification

Gail Rainey	Chief Financial Officer	Range Telephone Cooperative, Inc.
Printed Name of Officer	Title of Officer	Company Name

I am authorized to provide this certification on behalf of the Company. I hereby certify that the Company is in compliance with applicable service quality standards and consumer protection rules.

Executed on 6/8/17

Signature Gail Rainey

Range Telephone Cooperative, Inc.
Business Continuity and Disaster Preparedness Plan

I. PURPOSE

The primary purpose of the Range Telephone Cooperative, Inc. (RANGE) Business Continuity and Disaster Preparedness Plan is to protect RANGE and its employees from serious injury, property loss, or loss of life in the event of a major disaster. The secondary purpose of the RANGE Business Continuity and Disaster Preparedness Plan is to assure the continuation of communications service to RANGE customers in the event of a Disaster or emergency. A Disaster or emergency constitutes any one of the following: fire, severe weather such as tornado, flood, earthquake, blizzard conditions as set forth by community leader, bomb threat, pandemic or hazardous chemical spill.

In the event of any Disaster or emergency listed, this plan describes the responsibilities and actions to be taken to protect all employees and property.

II. GENERAL PROCEDURES

A Disaster or emergency warning may come from any one of the following sources: commercial radio or television, civil defense radio, office alarm system, messenger, General Manager or police.

A. Notification of Emergency Warning

A person receiving notification of a possible Disaster or emergency should immediately notify their immediate supervisor. The type of Disaster or emergency situation should then be conveyed to all employees with the use of the office emergency alarm and/or paging system.

B. Emergency Control Committee (ECC)

The following personnel will constitute the Emergency Control Committee (ECC). In the event of a Disaster or emergency, they are to report to a designated Emergency Control Center unless the prevailing situation dictates otherwise.

CEO/GENERAL MANAGER
Phone: 406-347-2226
Direct: 406-347-2821
Mobile: 406-351-1144
Home: 406-346-2665

CTO
Phone: 307-675-0912
Mobile: 307-752-0912

CFO
Phone: 406-347-2226
Direct: 406-347-2859
Mobile: 406-808-6000

OPERATIONS MANAGER
Phone: 406-347-2226
Direct: 406-347-2843
Mobile: 406-351-1022

CENTRAL OFFICE MANAGER
Phone: 406-347-2226
Direct: 406-347-2854
Mobile: 406-351-3085

ENGINEERING MANAGER
Phone: 406-347-2226
Direct: 406-347-2845
Mobile: 406-351-2195

C. Safety Supervisor
The **OUTSIDE PLANT Manager** has been designated as the Safety Supervisor and serves as the coordinator for all safety and safety training issues.

D. Emergency Control Committee (ECC) Responsibilities
Following is a list of responsibilities assigned to the Emergency Control Committee (ECC):

1. Assess the nature and extent of all emergencies
2. Assume control of all emergency actions.
   a. Notify and coordinate with Emergency Response, Public Safety Answering (PSAP), Civilian Emergency Response Team (CERT)-County Notification
   b. Wyoming PSC if necessary 307-777-5722
   c. Montana PSC if necessary 406-444-6199
3. Communicate emergency to employees
4. Assign tasks to personnel to carry out specific actions
5. Order evacuation if deemed necessary
   a. Account for all employees
6. Take any other action necessary to protect life
7. Annually review this plan and revise as necessary
8. Plan training exercises to test the evacuation plan
9. Instruct personnel of their duties under this plan

In any Disaster or emergency situation, the ranking member of the Emergency Control Committee (ECC) present shall have final authority to coordinate procedures, and amend, modify or supersede any provisions of this plan in order to ensure employee safety.

E. Emergency Control Center
Emergency actions should be coordinated at the Emergency Control Center, which will be designated as the General Manager's office at

2325 E. Front Street, Forsyth, Montana.

If the emergency situation warrants the committee members to meet at the RANGE Wyoming Network Operations Center located at 60 West Seymour Street, Sheridan, Wyoming, Montana; it will be the General Manager's responsibility or ranking manager to notify, and give the location where members are needed.

F. First Aid Services

Any member of the Emergency Control Committee (ECC) will administer first aid as needed. He/She will be available to administer first aid in the office, or in the event of a complete evacuation, at a safe assembly area outside the office. In addition, several other RANGE employees have also successfully completed Basic First Aid and CPR training, and may be called upon by a member of the Emergency Control Committee if the situation warrants. – Notify EMS immediately if First Aid or CPR warranted.

G. Utility Controls

The Emergency Control Committee (ECC) members will notify Gas and/or Electric Utility to have the power and/or gas shut off.

H. News Information

Information to any source of the news media will only be released at the discretion of the General Manager or Chief Executive Officer, Chief Financial Officer, Chief Technical Officer or Director of Marketing.

III. EMERGENCY ALARMS

A. Fire Alarm System

In the event of a fire, the alarm system will be activated. In addition, a member of the Emergency Control Committee (ECC) will make an announcement over the paging system stating an emergency exists. Upon hearing the alarm or announcement, employees should, immediately proceed to the designated evacuation site located at the Warehouse Building next to the premises. A roll call using the Fire/Evacuation Plans and Current Employee Roster will be called to ensure employees are safe. In addition, all visitors in the building must be accounted for.

B. Action

When the alarm is activated or an announcement is made, at least one (1) member of the Emergency Control Committee (ECC) shall report to the designated evacuation site outside the office complex. That Committee member should ensure that

outside employees do not re-enter the building. The remaining members of the Emergency Control Committee (ECC) other members should take any necessary actions to ensure safety of the employees and visitors and notify proper agencies for needed services.

C. Office-Wide Evacuation Alarm
With the exception of a fire alarm, employees should not evacuate the building unless authorized by the Emergency Control Committee (ECC). The signal alarm for an office wide evacuation will be a continuous alarm and/or an announcement by a member of the Emergency Control Committee (ECC) over the paging system stating an evacuation is ordered.

D. Segmented Area Evacuation
The signal/alarm for a segmented area evacuation will also be a continuous alarm and/or an announcement over the paging system by a member of the Emergency Control Committee (ECC), stating a segmented evacuation is ordered. A member of the Emergency Control Committee (ECC) will have the authority to activate this alarm and give appropriate instructions to employees to ensure safety. It is the responsibility of this person to alert all employees as to what type of emergency is occurring and the location of the emergency.

Once at the assembly site, an employee roll call will be conducted and reported to an Emergency Control Committee (ECC) member. In addition, all visitors in the building must be accounted for.

E. Phone Listings
Listings of all emergency telephone numbers are located at the receptionist desk and in the offices of all Emergency Control Committee (ECC) members.

If the emergency occurs during other than normal working hours, the General Manager or Operations Manager will notify the other emergency control team with an announcement of where the control committee will meet. If the business office has not been affected then the conference rooms at the business office, if the office building has been affected then meet at the Warehouse Building location.

IV. EVACUATION SITES

A map of all evacuation sites will be displayed in the **conference room** and throughout the departments. Each map will show the route and exit to take depending on where employees are located in the office. It will be the responsibility of the Safety Supervisor to inform employees of these evacuation routes.

V. EMERGENCY SHUTDOWN PROCEDURE FOR DISASTERS

An emergency shutdown will only be ordered from the highest-ranking member of the Emergency Control Committee. No employee should risk any type of injury to accomplish this task. However, if time permits, the following duties should be performed:

1. All aisles and exit ways should be free of obstructions.
2. The Operations Manager should call Utility to shut off gas lines and the electrical supply. In the event that the Safety Supervisor is unavailable, a member of the Emergency Control Committee

(ECC) shall take such action.

3. In the event of a disaster or emergency, the following procedures should be put in effect by the Safety Supervisor or other members of the **Emergency Control Committee (ECC):**

V.1 TORNADO

1. Listen for the latest advisories on the radio.
2. Utilize exterior cameras for outside observation.
3. If necessary, initiate applicable emergency shutdown procedure.
4. Make an announcement over the paging system stating "A tornado emergency exits — please proceed to the basement."
5. Move personnel into the designated tornado safe assembly area within the building – in the basement by the caged area behind the break room. - Once all are assembled, a roll call will be taken.
6. Account for all visitors.
7. After the tornado passes, restore calm and check for injuries.

V.2 SEVERE WEATHER/BLIZZARD

1. Listen; or watch for weather advisories on the radio, television or Internet.
2. Depending on weather severity, e.g., (Mayor shuts down the town for safety reasons etc.), the General Manager will make the determination on whether to initiate emergency office closure.
   a. Management staff and key office personnel may be required to work remotely (telecommute) if they are equipped to do so. Key employees are defined as those in management and customer contact individuals such as Customer Service Specialists and Operations Technicians including IT. The phones will need to be routed to reach key employees by landline or cell phone.
   b. For service outages, network personnel will respond when city officials or the Emergency Control committee has deemed it safe to do so.
3. Managers will notify their staff immediately of office closure once the decisions have been made. Each manager should have a copy of all contact names and numbers along with the employee roster.
4. In the event of Department of Transportation (DOT) road closures where the office remains open, staff that are unable to make it to the office will be required to take vacation. In the event that employees do not have accrued vacation they will go negative on the books and future accrual will be used to back fill unavailable vacation balance.

V.3 EARTHQUAKE

An earthquake will usually occur without warning. Due to the suddenness, all personnel should:

1. Drop to the ground
2. Take Cover
3. Hold On Until the shaking stops
4. Additional information
   a. If there isn't a table or desk near you, drop to the ground in an inside corner of the building and cover your head and neck with your hands and arms. Do not try to run to another room just to get under a table.
   b. Studies of injuries and deaths caused by earthquakes in the U.S. over the last several decades indicate you are much more likely to be injured by falling or flying objects (TVs, lamps, glass, bookcases, etc.) than to die in a collapsed building. "Drop, Cover, and Hold On" offers the best overall level of protection in most situations.
   c. **DO NOT ATTEMPT TO EXIT THE BUILDING - NO ONE SHOULD GO OUTSIDE THE BUILDING**.
5. After an earthquake has stopped, the following procedure should be initiated:
   a. All employees should help restore calm to fellow employees.
   b. Emergency Control Committee (ECC) members should check for injuries and provide first aid as needed.
   c. Evacuate the building immediately following the earthquake. Damage to the structure may have resulted. Proceed to the designated assembly area.
   d. The Safety Supervisor should check for fires and shut off all gas, electricity, and water at main controls.
   e. The building should be inspected by a member of the Emergency Control Committee for damage.
   f. The Emergency Control Committee should then notify proper utility companies or other services as needed.

V.4 FIRE/BOMB THREAT

In the event of a fire, appropriate actions as defined under Section III. A-C. “Office-Wide Evacuation Alarms” shall be taken.

V.5 PANDEMIC

A pandemic is an epidemic disease that spreads to other communities usually beyond national borders. In the event of a pandemic such as Bird Flu or H1N1 the following procedure should be initiated.

1. Listen, or watch for advisories on the radio, television or Internet of an upcoming Pandemic.
2. Once identified the General Manager and/or Control Committee will initiate office closure procedures.
3. The following key employees will have and maintain internet access and phone service so they can telecommute if necessary.
   a. General Manager
   b. Operations Manager
   c. Finance & Administration Manager

   d. Controller
   e. IT Supervisor
   f. Engineering Manager
   g. Outside Plant Manager
   h. Central Office Manager
   i. Customer Service Specialists
   j. Network Technicians
4. In case of pandemic, all calls will be dispatched to the Operations Manager for call out to the technicians.
5. If quarantine goes into effect, technicians will not go beyond the demarcation point at any residence or business.
6. Technicians will wear masks to cover their nose and mouth and can walk away from any trouble where they may be exposed to the virus.
7. Employees who are sick with the virus or other ailment must report their illness to their department head immediately and take leave.
8. Once the pandemic is lessened or the quarantine is removed, all employees will be notified to report back to the office.

V.I HOUSEKEEPING

Good housekeeping will be the responsibility of all RANGE employees and includes the following:

A. Waste materials are to be discarded in their proper places.
B. All aisles and exits will be kept clear.
C. All areas to fire extinguishers will be kept clear for access.
D. All employees will be instructed and receive and electronic copy on the "Range Telephone Cooperative, Inc. Business Continuity and Disaster Preparedness Plan."
E. Emergency telephone numbers will be posted at the front desk and in the lower level break room.
F. The Safety Supervisor will be responsible for instructing employees on how to handle, store, and maintain hazardous materials properly.

V.II CYBER SECURITY

Ongoing Development of the corporate Cyber Security Policy and Procedure following the Communications Security Reliability and Interoperability (CSRIC) and National Institute of Standards and Technology (NIST) framework.

Range Telephone Cooperative, Inc.
Business Continuity and Disaster Preparedness Plan

SECTION 1
EMERGENCY RESPONSE

I. PURPOSE

This Section 1 provides an Emergency Response Plan for restoring communications services following an outage resulting from a disaster or emergency. It also identifies critical communications services requiring immediate restoration to support disaster recovery efforts.

II. DEFINITIONS

In the event of a Disaster or emergency, the warning may come from any one of the following sources: commercial radio or television, civil defense radio, office alarm system, messenger, or police.

A. **Disaster or Emergency** – A significant event resulting in the partial or entire loss of communications capability within an exchange serving area. A significant event can include any major natural occurrence such as a flood, earthquake, fire, tornado or other severe weather, or an unnatural occurrence such as a bombing, arson, or other terrorist related threat. Other events can include, but not be limited to, an intentional or unintentional fiber or copper cable cut.

B. **Emergency Control Committee (ECC)** – The RANGE Emergency Response Team is a group of employees designated and assembled to respond to a Disaster or emergency. The RANGE Emergency Response Team consists of the following employees:

1. General Manager
2. Operations Manager
3. Outside Plant Manager
4. Central Office Manager
5. Engineering Manager
6. Commercial Manager
7. IT Supervisor
8. Controller

III. DISASTER /EMERGENCY RESPONSE

A member of the Emergency Control Committee (ECC) shall be contacted immediately upon the report of a Disaster or emergency and the following actions shall be taken:

A. The Committee shall immediately establish the Emergency Control Center and reroute communications as appropriate to this location.

B. Contact Federal, State of Montana, and/or Wyoming PSC, City and County authorities

C. In the event of land-line failure, mobile communications shall be arranged at the Emergency Control Center.

D. The Committee shall use Email and/or mobile text messaging capability (as available) in the event that voice communications are unavailable.

E. As soon as it is safe to do so, the Committee shall arrange and dispatch the appropriate resources for restoration of any damaged facilities.

F. Restoration of essential communication services shall be completed in the following order:

1. "Emergency Services" to include 911 service and local law enforcement, fire department and search and rescue departments.
2. "Essential Services" to include hospitals, doctors offices, medical centers, etc., TOLL trunks and trunk circuits to include mobile phone service trunking.
3. "Public Customer Services" to include city, county, state and federal facilities including schools.
4. "Business Customer Services" to include large and small business customers
5. "Residential Customer Services" to include all remaining communication services

Range Telephone Cooperative, Inc.
Business Continuity and Disaster Preparedness Plan

SECTION 2
SERVICE RESTORATION RESPONSE

I. PURPOSE

Section 2 provides a Service Restoration Response in the event of a major outage. A major outage is defined as any event resulting in a simultaneous disruption of service to ten (10) or more communications customers in an exchange area.

II. PERSONNEL

RANGE personnel within the following departments will be assigned duties as described in Section 2, and are responsible for assuring completion of the Service Restoration Response Process.

ALL	Includes all Personnel
ADMINISTRATION	Includes all Management Personnel
OPERATIONS	Includes all Operations & Engineering Personnel
IT/IS	Includes all Information Technology, Information Services and Internet Personnel
COMMERCIAL	Includes all Finance & Customer Service Personnel

III. RESTORATION RESPONSE AND RESPONSIBLE PERSONNEL

A. **Switch Disaster (Voice Switching)** - In the event of a loss of circuit switching capabilities due to a disaster or emergency, OPERATIONS shall immediately inform ADMINISTRATION and COMMERCIAL and proceed to contact the Switch Administrator at Range Telephone noted on the supplies and contractors list here to attached as Exhibit A, the cause of the outage and coordinate restoration efforts. Both ADMINISTRATION and COMMERCIAL shall be informed upon successful restoration of the Circuit Switch.

B. **Trunking and Interconnection Disaster (Transmission Systems)** – In the event of a loss of trunking and interconnection services related to a SONET Systems failure caused by a Disaster or emergency, OPERATIONS shall immediately inform COMMERCIAL and proceed to coordinate efforts with the Affiliated Companies listed in attached Exhibit B, to determine the cause of the outage, and take actions as outlined in the "Fiber Optic Network Affiliate Agreement, Attachment B – Operations and Maintenance". COMMERCIAL shall be informed upon successful restoration of the SONET System.

C. **Trunking and Interconnection Disaster (Cable Systems)** – In the event of a loss of trunking and interconnection services related to a cable systems failure caused by a disaster or emergency, OPERATIONS shall immediately inform COMMERCIAL and proceed to coordinate efforts with the affiliated companies listed in Exhibit C, hereto attached, as defined in the Fiber Facilities Operation and Maintenance Agreement to determine the cause and location of the outage, and take subsequent restoration actions as defined in the Fiber Facilities Restoration Plan. COMMERCIAL shall be informed upon successful restoration of the cable system.

D. **Commercial AC Power Disaster** - In the event of a loss of Commercial Alternating Current (AC) power caused by a disaster or emergency, OPERATIONS shall immediately confirm the functionality of emergency standby generator systems and then inform ADMINISTRATION of the situation, proceeding to contact the appropriate utility company as identified in the Suppliers & Contractors list, as attached as Exhibit B, to determine the cause of the outage. If Commercial power cannot be restored within a reasonable time, emergency standby generator systems shall be monitored regularly to assure continued power to the DC power systems and backup batteries.

E. **DC Power Systems and Backup Battery Disaster** - In the event of a loss of Direct Current (DC) power systems caused by a disaster or emergency, OPERATIONS shall immediately coordinate efforts to determine the cause of the outage. If DC power cannot be restored due to rectifier failure or destruction, OPERATIONS shall contact Thermobond Buildings as noted in the Suppliers & Contractors List attached as Exhibit B to coordinate restoration, repair or replacement with the power equipment vendor.

F. **Off-Net Private Line and Special Circuits Disaster** - In the event of a loss of Private Line and Special Circuits provided by an off-net carrier due to a disaster or emergency, OPERATIONS shall immediately contact the off-net carrier to determine the cause of the outage. Upon determining the cause of the outage and the estimated restoral time, OPERATIONS shall inform COMMERCIAL of the circumstances. COMMERCIAL will relay the appropriate information to the customer or end user.

G. **Long Distance Service Disaster** - In the event of a loss of Long Distance service as a result of a disaster or emergency, RANGE shall immediately contact ACT, Vision Net, and/or Centurylink as noted in the attached Suppliers & Contractors List to report such outage and to coordinate restoration or repair.

H. **Internet Service Disaster -** In the event of a loss of Email or web service access due to a disaster or emergency, RANGE shall immediately contact ACT and/or Vision Net as noted on the Supplies & Contractors List as Exhibit B, to assist in identifying the cause of the loss of Email or Web service and inform COMMERCIAL of the outage and approximate time to restore service. COMMERCIAL will relay the appropriate information to the customer or end user.

I. **Digital Subscriber Line Access Multiplexer (DSLAM) and Digital Loop Carrier Systems (DLC) Disaster** – In the event of a loss of DSL and/or voice services relating to a DSLAM or DLC Disaster or emergency, OPERATIONS shall immediately work to determine the cause of the outage. If determined necessary OPERATIONS shall contact the appropriate vendor as noted on the Supplies & Contractors List, Exhibit B, to repair or replace the damaged equipment, and inform COMMERCIAL of the outage and approximate time to repair. COMMERCIAL will notify the customer or end user.

J. **Operations Support Systems (OSS)** – In the event of a loss of Operations Support Systems relating to a disaster or emergency, IT shall be immediately contacted to determine the cause of the outage. COMMERCIAL and ADMINISTRATION shall be informed of the outage and coordinate with the IT Coordinator to determine how long it will take to repair or replace the damaged OSS equipment or Wide Area Network (WAN) connectivity.

Range Telephone Cooperative, Inc.
Business Continuity and Disaster Preparedness Plan

SECTION 3
COMMUNICATIONS AND COORDINATION

I. PURPOSE

Section 3 provides general guidelines for inter-departmental communications and coordination in the event of an disaster or emergency. These guidelines are intended to complement, not supersede, RANGE's existing work procedures. All actions outlined in this section are intended to expedite the repair and restoration of communications services to the community affected by the disaster or emergency.

II. COORDINATION AND STAFFING

Emergency staffing needs and employee scheduling will be determined by the Emergency Control Committee who shall coordinate all restorations and repair oversight from the Emergency Control Center.

Emergency Control Committee responsibilities include the following:

1. Establish a temporary 911 Public Safety Answering Point (PSAP), if necessary
2. Coordinate all communications between restoration and repair personnel
3. Direct and dispatch restoration and repair personnel and all other resources as necessary
4. Provide continued updates to RANGE management personnel and affiliated company management personnel if emergency impacts services delivered in affiliated company areas.
5. Accumulate, evaluate and direct customer trouble reports as necessary to appropriate restoration personnel
6. Inform and update local authorities of communication restoration status.
7. Advise answering service of the nature and estimated duration of the service disruption.
8. Coordinate the availability of mobile communications as required
9. Coordinate the availability of network records as required

A. ADMINISTRATION responsibilities include the following:

1. Assist the Emergency Control Committee as requested
2. Control media and coordinate the delivery of General Manager press releases
3. Notify regulatory agencies as required (Public Service Commission)

B. OPERATIONS responsibilities include the following:

1. Establish communications between the nearest location to the disaster or emergency and the Emergency Control Center
2. The first responding OPERATIONS employee shall serve as the Field Coordinator and shall be the single point of communications between the location of the disaster or emergency and the Emergency Control Center until a supervisor or manager can be dispatched to the location
3. Perform all restoration and repair work in the affected area(s)

C. IT/IS responsibilities include the following:

1. Establish communications between the nearest location to the disaster or emergency
2. The first responding IT employee shall serve as the Field Coordinator and shall be the single point of communications between the location of the disaster or emergency and the Emergency Control Center until a supervisor or manager can be dispatched to the location
3. Initiate immediate action to restore affected Internet hardware including routers and switches
4. Perform all restoration and repair work in the affected area(s)

D. COMMERCIAL responsibilities include the following:

1. Establish communications between the contract answering service as noted on the Supplies & Contractors List, attached as Exhibit B, and the Emergency Control Center
2. Communicate the status of the disaster or emergency to the contract answering service
3. Communicate the status of the disaster or emergency to customers reporting service outage
4. Record all customer reports on service outage and forward to the Emergency Control Committee for the appropriate action
5. Assist the Emergency Control Committee with customer calls to confirm restoration of service
6. Provide assistance as requested by the Emergency Control Committee

Range Telephone Cooperative, Inc.
Business Continuity and Disaster Preparedness Plan

EXHIBIT A
SUPPLIERS & CONTRACTORS

I. PURPOSE

Exhibit A provides contact information for those Suppliers & Contractors providing support services to RANGE.

SUPPLIERS & CONTRACTORS
Following is specific contact information for those Suppliers & Contractors providing support services to Range Telephone Cooperative, Inc.

Internet Wholesale Suppliers & Contractors

Advanced Communications Technology, Inc.	
Operations Manager	
Office:	307.675.0922
Mobile:	307.431.9064
Emerg:	307.675.0998

Switching Network Support – Metaswitch

Customer Support Engineer	510.217.5181
Support Manage	510.217.4474
Reston, VA NOC	703.480.0500
Alameda, CA NOC	510.748.8230
Emergency	800.308.8772
Sales Manager	510.748.1829

Supply Chain Management & Contractors

Graybar Electric	800.876.5667
Border States Electric	800.736.6266
Sprint North Supply	800.755.1950
Alamon Telco	800.252.8838
Enterprise Cabling	406.661.4945

Power Suppliers & Contractors

High Plains Power	307.455.2475
Montana Dakota Utilities	800.638.3278
Black Hills Power & Light, Newcastle, WY	307.746.2726
Black Hills Power & Light, Upton, WY	307.468.2409
Black Hills Power & Light After-Hours	800.843.8849
Powder River Energy Corp., Sundance, WY	800.442.3630
Rocky Mountain Power	888.221.7070
Rocky Mountain Power Emergency	800.638.3278
Action Battery Wholesalers, Inc.	715.247.5512
Thermobond (Marconi Power Systems)	800.356.2686
TW Enterprises (Generator Maintenance)	800.995.3795
TW Enterprises Emergency	406.671.5457

Wyoming Electric	307.674.6846

Wholesale Long Distance Suppliers & Contractors

Envoy Communications/Inteliquent	217.698.1581
Envoy Communications Emergency	866.287.4835
Emergency Pager	877.294.4985

Back Office Internet Support

Vision Net (TAC)	866.624.6462
Vision Net (Office)	406.467.4700

Tier One ISP Connectivity (Transport)

Northeast Route:

Vision Net (NOC)	866.624.6462
Vision Net (Office)	406.467.4700

South Route:

Great Plains Communications	888.343.8015

East Route:

SDN Communications (NOC)	800.609.1025
SDN Communications (Office)	800.247.1442

ISP/CDN Tier One Peering

Hurricane Electric IP Transit (Chicago NAP)	510.580.4100 (noc@he.net)
ZAYO IP Transit (Denver NAP)	503.309.6071
TeliaSonera IP Transit (Chicago NAP)	406.216.4501 (Indatel)
INDATEL Services CDN Peer (Chicago NAP)	406.216.4501

CISCO Routers, Switches and Firewalls

CISCO (TAC)	800.553.2447
CISCO (Office)	425.572.064

Broadband Loop Carrier/Digital Loop Carrier Network Support

Calix (TAC)	777.766.3500
Calix Escalation	612.360.1426
Adtran (TAC)	256.963.8716
Adtran (Office)	888.4ADTRAN

SONET / DWDM Network Support

Fujitsu (TAC)	800.873.3822
Fujitsu Escalation	303.889.9494

Carrier Ethernet Network Support

Ciena/Cyan (TAC)	800.873.3822
Ciena/Cyan Escalation	303.889.9494

IT & Computer Supplies

Tiger Direct (Scott Cannon)	877.998.8534

Billing Support System/Operations Support System (BSS/OSS)

Jim Klein, IT Supervisor (Office)	406.347.2226
Jim Klein, IT Supervisor (Mobile)	406.351.1944

Alarm Monitoring and After-Hours Customer Support

Vision Net (TAC)	866.624.6462
Vision Net (TAC Manager Mobile)	406.590.4690

Range Telephone Cooperative, Inc.
Business Continuity and Disaster Preparedness Plan

EXHIBIT B
AFFILIATED COMPANIES

I. PURPOSE

Exhibit B provides contact information for those companies affiliated with Range Telephone Cooperative, Inc.

Range Telephone Cooperative, Inc.
2325 E. Front Street
Forsyth, Montana 59327

Office:	406.347.2226
Office:	800.927.2643
Fax:	406.347.2401
Emergency:	406.347.2226

Advanced Communications Technology, Inc.
290 N. Brooks Street
Sheridan, Wyoming 82801

Office:	307.673.0910
Office:	888.304.8889
Fax:	307.675.0974
After Hours	307.675.0900

RT Communications, Inc.
130 S. 9th Street
Worland, Wyoming 82801

Office:	307.347.7000
Office:	800.647.9841
Fax:	307.347.9200
After Hours:	307.347.7666

Dubois Telephone Exchange
12 S. First Street
Dubois, Wyoming 82513

Office:	307.455.2341
Office:	800.877.7699
Fax:	307.455.3399
After Hours:	307.455.2341

Range Telephone Cooperative, Inc.
Business Continuity and Disaster Preparedness Plan

EXHIBIT C
OTHER CONTACTS

I. PURPOSE

Exhibit C provides contact information for entities that should be or may need to be contacted should an emergency situation arise at RANGE, **CALL 911!**

LAW ENFORCEMENT OFFICES

Montana County Sheriff's Offices

Big Horn County, Hardin, Mt.	406.665.9780
Carter County, Ekalaka, Mt.	406.775.8743
Custer County, Miles City, Mt.	406.874.3320
Powder River County, Broadus, Mt.	406.436.2333
Rosebud County, Forsyth, Mt.	406.346.2715
Treasure County, Hysham, Mt.	406.342.5211

Wyoming County Sheriff's Offices

Campbell County, Gillette, Wy.	307.682.7271
Crook County, Sundance Wy.	307.283.1225
Johnson County, Buffalo Wy.	307.684.5581
Sheridan County, Sheridan Wy.	307.672.3455
Weston County, New Castle, Wy.	307.746.4441

Highway Patrol

Montana Highway Patrol	800.525.5555
Wyoming Highway Patrol	800.442.9090

HOSPITALS

Big Horn County Memorial, Hardin, MT	406.665.2310
Holy Rosary Healthcare, Miles City, MT	800.843.3820
Rosebud Health Care Center, Forsyth, MT	800.767.5719
Sheridan County Memorial, Sheridan, WY	307.672.1000
V A Medical Center, Miles City, MT	406.874.5600
V A Medical Center, Sheridan, WY	307.672.3473
Campbell County Memorial, Gillette, WY	307.688.1000
Crook County Memorial, Sundance, WY	307.283.3501
Johnson County Healthcare, Buffalo, WY	307.684.5521
Weston County Healthcare, Newcastle, WY	307.746.4491

UTILITY COMPANIES

Big Horn Electric Coop, Hardin, MT	406.665.2830
Mid.Yellowstone Electric Coop, Hysham, MT	406.342.5521
Montana Dakota Utilities	800.638.3278
Northwestern Energy, Colstrip, MT	888.467.2669
SE Electric Coop, Ekalaka, M	406.775.8762
Tongue River Electric Coop, Ashland, MT	406.784.2341

Tongue River Electric Coop, Broadus, MT	406.436.2366
Black Hills Power & Light, Newcastle, WY	307.746.2726
Black Hills Power & Light, Upton, WY	307.468.2409
Black Hills Power & Light After.Hours	800.843.8849
Powder River Energy Corp, Sundance, WY	800.442.3630
Rocky Mountain Power	888.221.7070

MUNICIPALITIES

City of Broadus, MT	406.436.2409
City of Forsyth, MT	406.346.2521
City of Hysham, MT	406.342.5544
City of Sheridan, WY	307.672.0129
City of Clearmont, WY	307.758.4465
City of Hulett, WY	307.467.5771
City of Moorcroft, WY	307.756.3526
City of Newcastle, WY	307.746.3535
City of Pine Haven, WY	307.756.9807
City of Sundance, WY	307.283.3451
City of Upton, WY	307.468.2441
City of Kaycee, WY	307.738.2301
City of Midwest, WY	307.437.6513

OTHER EMERGENCY SERVICES

American Red Cross Montana	800.272.6668
American Red Cross Wyoming	307.638.8906
Center for Disease Control	800.232.4636
Poison Control	800.222.1222

UTILITIES LOCATE CENTER – DIAL 811

Montana One Call	800.424.5555
Wyoming One Call	800.849.2476

ROAD REPORT – DIAL 511

Montana	800.226.7623
Wyoming	888.996.7623

Range Telephone Cooperative, Inc. - WY
Annual 54.313 Report of High-Cost Recipient

Voice Services Comparability Report

Pursuant to 47 CFR §54.313(a)(10) Range Telephone Cooperative, Inc., (Range) is in compliance with the requirement that residential voice service is no more than two standard deviations above the national average urban rate for voice service of $49.51 as specified in Public Notice DA 17-167 issued on February 14, 2017. Range's current total local end-user rates[1] for:

- Alzada and Sundance of $22.02 (which includes a local fee of $19.55, mandatory EAS charge of $2.21 and a mandated state fee of $0.26)
- Arvada, Clearmont, Decker, and SE Sheridan of $19.78 (which includes a local fee of $19.55 and a mandated state fee of $0.23)

are not above the standard deviation as specified in the USF/ICC Transformation Order. [2]

[1] Local End User Rate as defined in USF/ICC Transformation Order 26 FCC Rcd at 17751, Para. 238
[2] USF/ICC Transformation Order, 26 FCC Rcd at 17694, Para. 84 (footnote included) "The standard deviation is a measure of dispersion. The sample standard deviation is the square root of the sample variance. The sample variance is calculated as the sum of the squared deviations of the individual observations in the sample of data from the sample average divided by the total number of observations in the sample minus one. In a normal distribution, about 68 percent of the observations lie within one standard deviation above and below the average and about 95 percent of the observations lie within two standard deviations above and below the average."

Range Telephone Cooperative, Inc. - WY
Annual 54.313 Report of High-Cost Recipient

Broadband Services Comparability Report

Pursuant to 47 CFR §54.313(a)(12) Range Telephone Cooperative, Inc., (Range) is in compliance with the requirement that the price of broadband services are no more than the most recent applicable benchmarks as specified in Public Notice DA 17-167 issued on February 14, 2017. Range's current pricing for each speed option compared with the applicable speed is as follows:

Download Speed (Mbps)	Upload Speed (Mbps)	Usage Allowance	Benchmark	Range Price
10	1	Unlimited	$77.98	$45.00
30	10	Unlimited	$93.49	$55.00
50	20	Unlimited	$100.52	$85.00

Range Telephone Cooperative, Inc. - WY

Annual 54.313 Report of High-Cost Recipient

Lifeline Terms and Conditions

Range Telephone Cooperative, Inc. (Range) offers Lifeline discounts on its residential phone service to qualifying subscribers. Residential telephone service costs $19.55 per month and includes unlimited local minutes. Toll charges are assessed by the long distance provider selected by the subscriber. Range provides toll blocking service to Lifeline eligible subscribers at no charge. Lifeline eligible subscribers that choose toll blocking service are not required to pay a deposit for their service.

RANGE
YOU'RE CONNECTED

800.927.2643 • 406.347.2226

June 8, 2017

Ms. Marlene H. Dortch, Secretary
Federal Communications Commission
9300 East Hampton Drive
Capitol Heights, MD 20743

RE: WC Docket No. 14-58, 2018 Annual Report, Form 481 for High-Cost Recipients 54.313(f)(1) "Certification of Public Interest Obligations"

Dear Ms. Dortch:

In compliance with the filing requirements associated with and attached to Form 481, I hereby advise the Commission that Range Telephone Cooperative, Inc. provides high speed Internet service to its customers and:

- has taken reasonable steps to provide, upon reasonable request, broadband speeds of at least 10 Mbps downstream/1 Mbps upstream;
- provides latency suitable for real-time applications, including Voice over Internet Protocol, and usage capacity that is reasonably comparable to offerings in urban areas; and,
- that reasonable requests for such service are met within a reasonable amount of time.

If you have any questions, I may be contacted at 406-347-2226.

Sincerely,

Mike Dolezal
CEO

PO BOX 127 • FORSYTH, MT 59327
RANGETEL.COOP

RUS 479

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0572-0031. The time required to complete this information collection is estimated to average 4 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

USDA-RUS

OPERATING REPORT FOR TELECOMMUNICATIONS BORROWERS

This data will be used by RUS to review your financial situation. Your response is required by 7 U.S.C. 901 et seq. and, subject to federal laws and regulations regarding confidential information, will be treated as confidential.

BORROWER NAME: Range Telephone Cooperative, Inc. (Prepared with Audited Data)

INSTRUCTIONS-Submit report to RUS within 30 days after close of the period. For detailed instructions, see RUS Bulletin 1744-2. Report in whole dollars only.

PERIOD ENDING: December, 2016

BORROWER DESIGNATION: MT0518

CERTIFICATION

We hereby certify that the entries in this report are in accordance with the accounts and other records of the system and reflect the status of the system to the best of our knowledge and belief.

ALL INSURANCE REQUIRED BY 7 CFR PART 1788, CHAPTER XVII, RUS, WAS IN FORCE DURING THE REPORTING PERIOD AND RENEWALS HAVE BEEN OBTAINED FOR ALL POLICIES.

DURING THE PERIOD COVERED BY THIS REPORT PURSUANT TO PART 1788 OF 7CFR CHAPTER XVII

(Check one of the following)

[X] All of the obligations under the RUS loan documents have been fulfilled in all material respects

[ ] There has been a default in the fulfillment of the obligations under the RUS loan documents. Said default(s) is/are specifically described in the Telecom Operating Report

Mike Dolezal

3/29/2017

DATE

PART A. BALANCE SHEET

ASSETS	BALANCE PRIOR YEAR	BALANCE END OF PERIOD	LIABILITIES AND STOCKHOLDERS' EQUITY	BALANCE PRIOR YEAR	BALANCE END OF PERIOD
CURRENT ASSETS			**CURRENT LIABILITIES**		
1. Cash and Equivalents	6,442,980	5,808,315	25. Accounts Payable	2,252,550	2,010,609
2. Cash-RUS Construction Fund	0	205,710	26. Notes Payable		
3. Affiliates:			27. Advance Billings and Payments	392,000	392,000
a. Telecom. Accounts Receivable	642,301	605,270	28. Customer Deposits	42,230	38,080
b. Other Accounts Receivable			29. Current Mat. L/T Debt	1,419,125	2,784,912
c. Notes Receivable			30. Current Mat. L/T Debt-Rur. Dev.		16,008
4. Non-Affiliates:			31. Current Mat.-Capital Leases		
a. Telecom. Accounts Receivable			32. Income Taxes Accrued	6,284	(188,808)
b. Other Accounts Receivable	256,220	1,615,644	33. Other Taxes Accrued	103,574	104,367
c. Notes Receivable			34. Other Current Liabilities	307,220	1,484,578
5. Interest and Dividends Receivable			**35. Total Current Liabilities (25 thru 34)**	4,522,983	6,641,746
6. Material-Regulated	711,758	907,796	**LONG-TERM DEBT**		
7. Material-Nonregulated			36. Funded Debt-RUS Notes		
8. Prepayments	231,551	110,674	37. Funded Debt-RTB Notes		
9. Other Current Assets	435	435	38. Funded Debt-FFB Notes	10,982,965	12,707,238
10. Total Current Assets (1 Thru 9)	8,285,245	9,253,844	39. Funded Debt-Other	968,420	4,334,208
NONCURRENT ASSETS			40. Funded Debt-Rural Develop. Loan	111,973	95,968
11. Investment in Affiliated Companies			41. Premium (Discount) on L/T Debt		
a. Rural Development			42. Reacquired Debt		
b. Nonrural Development	40,109,792	41,236,598	43. Obligations Under Capital Lease		
12. Other Investments			44. Adv. From Affiliated Companies		
a. Rural Development	129,317		45. Other Long-Term Debt		
b. Nonrural Development	347,348	360,178	**46. Total Long-Term Debt (36 thru 45)**	12,063,358	17,137,414
13. Nonregulated Investments			**OTHER LIAB. & DEF. CREDITS**		
14. Other Noncurrent Assets	11,295		47. Other Long-Term Liabilities		
15. Deferred Charges		2,194,500	48. Other Deferred Credits	2,702,656	19,868
16. Jurisdictional Differences			49. Other Jurisdictional Differences		
17. Total Noncurrent Assets (11 thru 16)	40,597,752	43,791,276	50. Total Other Liabilities and Deferred Credits (47 thru 49)	2,702,656	19,868
PLANT, PROPERTY, AND EQUIPMENT			**EQUITY**		
18. Telecom. Plant-in-Service	88,286,865	91,337,409	51. Cap. Stock Outstand. & Subscribed		
19. Property Held for Future Use			52. Additional Paid-in-Capital		
20. Plant Under Construction	3,787,660	3,852,805	53. Treasury Stock		
21. Plant Adj., Nonop. Plant & Goodwill			54. Membership and Cap. Certificates	64,577	64,577
22. Less Accumulated Depreciation	62,672,281	64,449,327	55. Other Capital	(2,708,162)	(3,871,999)
23. Net Plant (18 thru 21 less 22)	29,402,244	30,740,887	56. Patronage Capital Credits	55,561,274	58,866,090
24. TOTAL ASSETS (10+17+23)			57. Retained Earnings or Margins	6,078,555	4,928,311
			58. Total Equity (51 thru 57)	58,996,244	59,986,979
			59. TOTAL LIABILITIES AND EQUITY (35+46+50+58)		
	78,285,241	83,786,007		78,285,241	83,786,007

Total Equity = 71.60% % of Total Assets

USDA-RUS **OPERATING REPORT FOR TELECOMMUNICATIONS BORROWERS** *INSTRUCTIONS- See RUS Bulletin 1744-2*	BORROWER DESIGNATION MT0518 PERIOD ENDING December, 2016

PART B. STATEMENTS OF INCOME AND RETAINED EARNINGS OR MARGINS

ITEM	PRIOR YEAR	THIS YEAR
1. Local Network Services Revenues	1,981,041	2,098,365
2. Network Access Services Revenues	7,616,372	7,165,171
3. Long Distance Network Services Revenues	1,932	2,011
4. Carrier Billing and Collection Revenues	125,600	110,184
5. Miscellaneous Revenues	235,728	103,506
6. Uncollectible Revenues	(16,752)	(5,802)
7. Net Operating Revenues (1 thru 5 less 6)	9,977,425	9,485,039
8. Plant Specific Operations Expense	2,545,730	2,491,649
9. Plant Nonspecific Operations Expense (Excluding Depreciation & Amortization)	616,917	788,465
10. Depreciation Expense	3,328,167	3,327,513
11. Amortization Expense		
12. Customer Operations Expense	363,776	526,713
13. Corporate Operations Expense	1,497,472	1,481,140
14. Total Operating Expenses (8 thru 13)	8,352,062	8,615,480
15. Operating Income or Margins (7 less 14)	1,625,363	869,559
16. Other Operating Income and Expenses		
17. State and Local Taxes	191,450	191,194
18. Federal Income Taxes	6,520	(25,887)
19. Other Taxes		
20. Total Operating Taxes (17+18+19)	197,970	165,307
21. Net Operating Income or Margins (15+16-20)	1,427,393	704,252
22. Interest on Funded Debt	277,878	362,883
23. Interest Expense - Capital Leases		
24. Other Interest Expense	574	2,712
25. Allowance for Funds Used During Construction	40,759	25,236
26. Total Fixed Charges (22+23+24-25)	237,693	340,359
27. Nonoperating Net Income	4,585,593	3,844,145
28. Extraordinary Items	32,068	28,756
29. Jurisdictional Differences		
30. Nonregulated Net Income	271,194	691,517
31. Total Net Income or Margins (21+27+28+29+30-26)	6,078,555	4,928,311
32. Total Taxes Based on Income		
33. Retained Earnings or Margins Beginning-of-Year	6,598,365	6,078,555
34. Miscellaneous Credits Year-to-Date		
35. Dividends Declared (Common)		
36. Dividends Declared (Preferred)		
37. Other Debits Year-to-Date		
38. Transfers to Patronage Capital	6,598,365	6,078,555
39. Retained Earnings or Margins End-of-Period [(31+33+34) - (35+36+37+38)]	6,078,555	4,928,311
40. Patronage Capital Beginning-of-Year	50,008,502	55,561,274
41. Transfers to Patronage Capital	6,598,365	6,078,555
42. Patronage Capital Credits Retired	1,045,593	2,773,739
43. Patronage Capital End-of-Year (40+41-42)	55,561,274	58,866,090
44. Annual Debt Service Payments	1,308,024	2,402,985
45. Cash Ratio [(14+20-10-11) / 7]	0.5234	0.5749
46. Operating Accrual Ratio [(14+20+26) / 7]	0.8808	0.9616
47. TIER [(31+26) / 26]	26.5731	15.4797
48. DSCR [(31+26+10+11) / 44]	7.3733	3.5773

USDA-RUS **OPERATING REPORT FOR TELECOMMUNICATIONS BORROWERS**	BORROWER DESIGNATION MT0518
INSTRUCTIONS – See help in the online application.	PERIOD ENDED December, 2016

	PART I – STATEMENT OF CASH FLOWS	
1.	**Beginning Cash (Cash and Equivalents plus RUS Construction Fund)**	6,442,980
	CASH FLOWS FROM OPERATING ACTIVITIES	
2.	**Net Income**	4,928,311
	Adjustments to Reconcile Net Income to Net Cash Provided by Operating Activities	
3.	Add: Depreciation	3,327,513
4.	Add: Amortization	0
5.	Other (Explain)	
	Changes in Operating Assets and Liabilities	
6.	Decrease/(Increase) in Accounts Receivable	(1,322,393)
7.	Decrease/(Increase) in Materials and Inventory	(196,038)
8.	Decrease/(Increase) in Prepayments and Deferred Charges	(2,073,623)
9.	Decrease/(Increase) in Other Current Assets	0
10.	Increase/(Decrease) in Accounts Payable	(241,941)
11.	Increase/(Decrease) in Advance Billings & Payments	0
12.	Increase/(Decrease) in Other Current Liabilities	983,059
13.	**Net Cash Provided/(Used) by Operations**	5,404,888
	CASH FLOWS FROM FINANCING ACTIVITIES	
14.	Decrease/(Increase) in Notes Receivable	0
15.	Increase/(Decrease) in Notes Payable	0
16.	Increase/(Decrease) in Customer Deposits	(4,150)
17.	Net Increase/(Decrease) in Long Term Debt (Including Current Maturities)	6,455,851
18.	Increase/(Decrease) in Other Liabilities & Deferred Credits	(2,682,788)
19.	Increase/(Decrease) in Capital Stock, Paid-in Capital, Membership and Capital Certificates & Other Capital	(1,163,837)
20.	Less: Payment of Dividends	0
21.	Less: Patronage Capital Credits Retired	(2,773,739)
22.	Other (Explain)	
23.	**Net Cash Provided/(Used) by Financing Activities**	(168,663)
	CASH FLOWS FROM INVESTING ACTIVITIES	
24.	Net Capital Expenditures (Property, Plant & Equipment)	(3,115,689)
25.	Other Long-Term Investments	(1,010,319)
26.	Other Noncurrent Assets & Jurisdictional Differences	11,295
27.	Other (Explain) balance cash flows	(1,550,467)
28.	**Net Cash Provided/(Used) by Investing Activities**	(5,665,180)
29.	**Net Increase/(Decrease) in Cash**	(428,955)
30.	**Ending Cash**	6,014,025

Revision Date 2010