



PUBLIC NOTICE

Federal Communications Commission
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CARRIER TRANSITION REPORTS FOR IMPLEMENTATION OF THE 911 ABBREVIATED DIALING CODE PURSUANT TO THE WIRELESS COMMUNICATIONS AND PUBLIC SAFETY ACT OF 1999 (911 ACT)

CC Docket No. 92-105, WT Docket No. 00-110

In this Public Notice, the Wireless Telecommunications Bureau and the Common Carrier Bureau provide guidance to carriers regarding the mandatory transition reports that must be submitted to the Federal Communications Commission (Commission) describing the transition to 911 as the universal emergency telephone number in those areas of the country where the 911 abbreviated dialing code is not in use.¹ Carriers are required to file two transition reports covering the fewer than 200 geographic county areas, as identified by the National Emergency Numbering Association (NENA) and listed in Appendix D to the Commission's *Fifth Report and Order*: (1) those counties where there is no 911 service; (2) those counties in the process of implementing 911; and (3) those counties that have basic 911 service only in some parts.² We note that reports are not required for any locality other than those 200 counties previously identified. The initial transition report must be filed by March 11, 2002. A second transition report must be filed on or before fifteen days following the end of the nine month transition period, which ends on September 11, 2002.

The purpose of the first transition report is to ensure that carriers have commenced transition where 911 is not currently in use, pursuant to the requirements that the Commission adopted in the *Fifth Report and Order*.³ Information provided in the initial report will also be used to identify any problems carriers have encountered so that the Commission might assist carriers in the nine month transition process. As indicated in the *Fifth Report and Order*,⁴ the first transition report must include the following information:

¹ Implementation of 911 Act, The Use of N11 Codes and Other Abbreviated Dialing Arrangements, Fifth Report and Order, CC Docket No. 92-105, FCC 01-351, First Report and Order, WT Docket No. 00-110, released Dec. 11, 2001, paras. 43-45 (*Fifth Report and Order*).

² *Fifth Report and Order*, at paras. 42-45.

³ *Fifth Report and Order*, at paras. 13-31, 43-45.

⁴ *Fifth Report and Order*, at para. 44.

1. Carrier identification information, including the name and address of the reporting carrier, the name of the reporting carrier's parent company, the name of the individual(s) filing the report and contact information including office address and telephone number;
2. The local areas covered by the report;
3. Whether the carrier has identified the point to which 911 calls must be delivered in each local area;
4. The status of the carrier's progress in completing the translation and other work necessary to route 911 calls to the identified emergency response point; and
5. Information concerning any problems encountered in identifying the proper point to which calls should be routed and any operational problems encountered in the initial stage of the transition. To the extent carriers experience problems in identifying where 911 calls should be directed, carriers must describe the efforts they have made in coordinating with public safety agencies and State and local authorities, including the State Governor's designated entity under section 3(b) of the Wireless Communications and Public Safety Act of 1999.

To consolidate reporting and eliminate redundant reports for a specific local area, carriers operating within the same local area may, at their option, collectively file the first transition report.

In the event carriers either have (1) already completed the necessary translation and routing for 911 dialing, or (2) been delivering 911 dialed calls to a Public Safety Answering Point (PSAP) or an appropriate local emergency authority as described in the *Fifth Report and Order*, carriers may, in lieu of filing a second transition report, submit a certification with the first transition report. That certification must specifically represent that the carrier has completed the technical and routing elements of the transition in the local areas covered by the report. If, however, a State or local jurisdiction requests or designates a change to the preferred destination point for routing emergency calls prior to the end of the nine month transition period, consistent with sections 64.3002(c) and (e) of the Commission's rules, carriers will have up to another nine months, commencing from the date of the request or designation, to deliver 911 calls to the newly designated local emergency authority or PSAP. In the event of such a change, carriers shall file both the first and second transition reports pursuant to the *Fifth Report and Order* and consistent with this Public Notice.⁵

At their option, carriers may use the sample templates, "Universal 911 Dialing First Transition Report" or "Universal 911 Dialing Second Transition Report," to report the required information. A copy of the sample templates with instructions is attached to this Public Notice. Although use of these sample templates is encouraged for the purpose of electronic filing, carriers may file their transition reports in other formats as long as they contain the information required by the *Fifth Report and Order*. The transition reports may be filed electronically with the Chiefs of the Common Carrier Bureau and the Wireless Telecommunications Bureau in the mailbox set up for each Bureau.⁶ Wireline carriers electing to use electronic filing should email the report to 911transitionreport-ccb@fcc.gov. Wireless carriers electing to use electronic filing should email their report to 911transitionreport-wtb@fcc.gov. For ease of accessibility, a link to the sample templates will be placed on the Commission's E911 web site at: <http://www.fcc.gov/911/basic>. Carriers that prefer to submit their transition reports by facsimile may submit them to the Common Carrier Bureau at 202-418-2345 or to the Wireless Telecommunications Bureau at 202-418-8188.

⁵ *Fifth Report and Order*, paras. 43, 73.

⁶ If a carrier chooses to file in hard copy, an original and one copy of transition reports should be submitted to the Secretary's office to the attention of the Chief of the Common Carrier Bureau or the Chief of the Wireless Telecommunications Bureau at the following address: 445 12th Street, S.W., Washington, D.C. 20554.

For further information about the filing of the carrier transition reports, contact Susan Kimmel or David Siehl, Policy Division, Wireless Telecommunications Bureau, at (202) 418-1310; or Louise Klees-Wallace, Network Services Division, Common Carrier Bureau, at (202) 418-1321.

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**Wireless Communications and Public Safety Act
Universal 911 Dialing Transition Reports**

GENERAL INSTRUCTIONS

Introduction

The Universal 911 Dialing transition reports are to be used to monitor the timely implementation of the Wireless Communications and Public Safety Act of 1999. Pub. L. No. 106-81, enacted Oct. 26, 1999, 113 Stat. 1286, amending the Communications Act of 1934, §§ 222, 251 (911 Act), and the Commission's Rules implementing that statute.

See *Implementation of 911 Act, The Use of N11 Codes and Other Abbreviated Dialing Arrangements*, WT Docket No. 00-110, CC Docket No. 92-105 (rel. December 11, 2001) (*Fifth Report and Order*).

Preparation of and Submittal of Reports

Pursuant to the *Fifth Report and Order*,¹ carriers must file two 911 transition reports covering the less than 200 geographic areas, as identified by NENA, and listed in Appendix D to the Commission's *Fifth Report and Order*:² (1) those counties where there is no 911 service; (2) those counties in the process of implementing 911; and (3) those counties that have basic 911 service only in some parts. The first transition report must be filed by March 11, 2002. The second transition report must be filed fifteen days following the end of the nine month transition period.

¹ WT Docket No. 00-110, CC Docket No. 92-105 (rel. December 11, 2001).

² The geographic areas to be covered in the reports are listed in Appendix D, of the *Fifth Report and Order*.

Carriers may file their transition reports electronically with the appropriate Bureau in the mailbox that has been established by each Bureau. Wireless carriers should e-mail their reports to: 911transitionreport-wtb@fcc.gov. Wireline carriers should e-mail their reports to 911transitionreport-ccb@fcc.gov. For ease of accessibility, a link to these reports will be placed on the Commission's E911 web site on March 11, 2002 at: <http://www.fcc.gov/basic/911>.

Transition reports may also be submitted in paper form to the Office of the Secretary, Federal Communications Commission, 445 12th Street, S.W., Washington D.C. 20554, attention Chief of the Common Carrier Bureau or Chief of the Wireless Telecommunications Bureau. Reporting carriers must complete all sections and should submit the transition reports in the format detailed in the instructions below. To consolidate reporting and eliminate redundant reports for a specific local area, carriers may, at their option, collectively file the first transition report.

**Instructions for Universal 911 Dialing
First Transition Report**

The purpose of the first transition report is to ensure that carriers have started the transition in areas where 911 is not currently in use, and to identify initial problems that carriers may have encountered early in the transition process.

Section 1

Provide identification information including, the name of the reporting carrier, the name of the reporting carrier's parent company, the

name of the individual or individuals filing the report and contact information.

Section 2

Identify the geographic areas covered by the report.³ Identify the point to which 911 calls must be delivered in each such local area. For each area, provide information on the status of the reporting carrier's progress in completing the translation and other work necessary to route 911 calls to the identified response point (including the date or projected date the transition is to be completed).

Section 3

Provide information about any problems encountered by the reporting carrier in identifying the proper point to which calls should be routed and of any operational problems encountered in the initial stage of the transition. To the extent the carrier has experienced such problems, describe efforts the carrier has made to coordinate with public safety agencies and State and local authorities, including the State Governor's designated entity, under section 3(b) of the 911 Act.

Section 4

Certify that the carrier has identified the point to which 911 calls must be delivered in each local area. Certification must be signed by an officer of the reporting entity.

Instructions for Universal 911 Dialing Second Transition Report

Section 1

Provide identification information including, the name of the reporting carrier, the name of the reporting carrier's parent company, the name of the individual or individuals filing the report and contact information.

Section 2

Identify all geographic areas covered by the report.

Section 3

Provide a certification that the reporting carrier has completed the technical and routing elements in the local areas covered by the report (including the date the transition was completed). The certification must be signed by an authorized representative of the reporting entity.

FCC NOTICE TO INDIVIDUALS REQUIRED BY THE PRIVACY ACT AND THE PAPERWORK REDUCTION ACT

The solicitation of personal information requested in these reports is authorized by the Communications Act of 1934, as amended. The Commission will use the information provided in this report to monitor carriers' transition to the use of 911, as the emergency number, in communities and areas where this abbreviated dialing code has not yet been implemented. In assessing this information or for law enforcement purposes, it may become necessary to refer personal information contained in this form to another government agency. In addition, all information provided in this form will be available for public inspection. Your response is required to ensure compliance with the Wireless Communications and Public Safety Act of 1999.

We estimate that each response to this collection of information will take approximately 1 hour. Our estimate includes the time to read instructions, gather and maintain the required data, and actually complete the reports. If you have any comments on this estimate, or on how we can improve the collection process, please write to the Federal Communications Commission, AMD-PERW Paperwork Reduction Project (3060-0954), Washington, DC 20554. Please **DO NOT SEND COMPLETED REPORTS TO THIS ADDRESS**. Remember – you are not required to respond to a collection of information sponsored by the Federal government, and the government may not conduct or sponsor this collection, unless it

³ See Preparation of Reports, *infra*, and Appendix A.

displays a currently valid OMB control number, or if we fail to provide you with this notice. This collection has been assigned an OMB control number of 3060-0954.

THE FOREGOING NOTICE IS REQUIRED BY THE PRIVACY ACT OF 1974, P.L. 93-579, DECEMBER 31, 1974, 5 U.S.C. Section 552a(e)(3), AND THE PAPERWORK REDUCTION ACT OF 1995, P.L. 104-13, OCTOBER 1, 1995, 44 U.S.C. Section 3507.

Note: This is a sample template, it is not an OMB approved form.

Universal 911 Dialing- First Transition Report

Please read instructions before completing

**Section 1
Carrier Identification Information**

Parent Company Name

Service Provider Name

Company Address, City, State, Zip

Service Provider Type Wireless Wireline

Name(s) of Wireless License Holder(s)

Contact Name

Contact Tel #

Fax #

E-mail Address

**Section 2
Local Area 911 Implementation**

List all individual local areas covered by this report (e.g., Lee County, Virginia):

(a) For each area listed above, identify the emergency response point to which 911 calls will be routed.

(b) For each area listed above, provide details of the carrier's progress in completing translation and other work necessary to route 911 calls to the identified emergency response point.

(c) For each area listed above, provide the date or projected date that transition to the 911 abbreviated dialing code will be completed.

Section 3
911 Implementation Problems

(a) Describe any problems the reporting carrier has encountered in identifying 911 number call routing points. Describe any other operational problems carrier has experienced during the initial transition stages.

(b) Where the reporting carrier has experienced 911 implementation problems, describe any efforts the carrier has made to coordinate with public safety agencies and state and local authorities.

Section 4

Certification - To be signed by an authorized representative of the reporting entity

- I certify that I am an authorized representative of the above-named reporting entity, that I have examined the foregoing report and to the best of my knowledge, information and belief, all statements of fact contained in this form are true and accurate statements of the affairs of the above-named company.

- I certify that I am an authorized representative of the above-named reporting entity, that I have examined the foregoing report and to the best of my knowledge, information and belief, all statements of fact contained in this form are true and that the reporting entity has completed the steps necessary to properly route 911 emergency calls in the localities covered by the report as of _____.

Signature

Printed name of authorized representative

Title

Date

This filing is: original filing revised filing

PERSONS MAKING WILLFULL FALSE STATEMENTS IN THIS DOCUMENT CAN BE PUNISHED BY FINE OR IMPRISONMENT UNDER TITLE 18 OF THE UNITED STATES CODE, 18 U.S.C. §1001.

Note: This is sample
template it is
not an OMB
approved form.

Universal 911 Dialing- Second Transition Report

Please read instructions before completing

Section 1 Carrier Identification Information

Parent Company Name

Service Provider Name

Company Address, City, State, Zip

Service Provider Type Wireless Wireline

Name(s) of Wireless License Holder(s)

Contact Name

Contact Tel #

Fax #

E-mail Address

Section 2 Local Area 911 Implementation

List all individual local areas covered by this report (e.g., Lee County, Virginia):

For each area listed above, identify the emergency response point to which calls are now being routed.

Section 3

Certification - To be signed by an authorized representative of the reporting entity

I certify that I am an authorized representative of the above-named reporting entity, that I have examined the foregoing report and to the best of my knowledge, information and belief, all statements of fact contained in this form are true and that the reporting entity has completed the steps necessary to properly route 911 emergency calls in the localities covered by the report as of _____.

Signature

Printed name of authorized representative

Title

Date

This filing is: original filing revised filing

PERSONS MAKING WILLFULL FALSE STATEMENTS IN THIS DOCUMENT CAN BE PUNISHED BY FINE OR IMPRISONMENT UNDER TITLE 18 OF THE UNITED STATES CODE, 18 U.S.C. §1001.