



REPUBLIC OF THE UNION OF MYANMAR  
MINISTRY OF COMMUNICATIONS AND INFORMATION TECHNOLOGY  
UNION MINISTER'S OFFICE

## Numbering Rules

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December 23, 2013



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## PART I. PRELIMINARY

### 1. Citation

These Rules may be cited as the “Numbering Rules of the Republic of the Union of Myanmar, 2013.”

### 2. Objectives

- a) These Rules seek to ensure the availability of adequate numbers for all eligible Licensees, while ensuring that numbers shall be allocated on a fair, transparent, and non-discriminatory basis, which shall help to promote effective competition, innovation, and consumer choice. Specifically, these Rules seek to do the following:
  - i. ensure an adequate supply of numbers at all times;
  - ii. make the plan as user friendly as possible;
  - iii. give competing service providers equal access to numbering resources;
  - iv. minimize disruption to existing users when changes are made (and in particular to avoid changing existing numbers as much as possible);
  - v. keep the costs of all changes to a minimum for both service providers and for users; and
  - vi. ensure that any changes to the numbering plan do not adversely impact the existing tariffing structure.
- b) These Rules are designed both to create additional capacity and to increase future flexibility to allow the unhindered development of Myanmar’s National Numbering Plan into the long term future.

### 3. Scope

These Rules govern the management and use of numbering resources in the Republic of the Union of Myanmar, as defined in ITU-T Recommendation E.164, and include the process to allocate numbering resources to eligible Licensees. These Rules also contain the rights and obligations of persons using numbering resources.

### 4. Application

These Rules apply to all Licensees and other entities entitled to apply for or use numbers.

### 5. Interpretation

Headings and titles used in these Rules are for reference only and shall not affect its interpretation or construction. The plural and singular forms of words shall have the same meaning.



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The terms below shall have the following meanings for purposes of these Rules only. To the extent that a term is capitalized in these Rules and not defined below, the term is defined in the Telecommunications Law.

- a) "Annual Numbering Report" means a report prepared by the Department showing the organization and overall use of the Numbering Plan.
- b) "Annual Numbering Return" means an annual submission to the Department made by each holder of a numbering allocation showing the use of each allocation, the numbers that have been allocated to end users, and a forecast of demand within the allocation.
- c) "Area Code" means a numbering code assigned to a geographic area within the PSTN portion of the Numbering Plan.
- d) "Burst oriented services" means services where it is expected that there will be a very high number of calls within a very short timeframe.
- e) "Days" means calendar days.
- f) "Department" means the Posts and Telecommunications Department under the Ministry of Communications and Information Technology of the Union Government.
- g) "E.164" means the main ITU-T Recommendation on numbering entitled "The international public telecommunication numbering plan."
- h) "Geographic Number" means a number from the Numbering Plan used for fixed telephony service.
- i) "ITU-T" means the Telecommunication Standardization Sector of the International Telecommunication Union (ITU), which develops standards for telecommunications. The ITU is the specialized agency responsible for telecommunications within the United Nations.
- j) "Licensee" means a Licensee authorized under the Licensing Rules to apply for and obtain numbers according to the Numbering Plan and these Rules.
- k) "Ministry" means Ministry of Communications and Information Technology of the Union Government.
- l) "National Destination Code (NDC)" means the first 1 – 4 digits of a National Significant Number indicating the area code for geographic numbers, type of service/customer for mobile numbers and type of service for other services. It is a nationally optional field code, within the international public telecommunications numbering plan as set out in ITU-T Recommendation E.164 number plan, which when combined with the Subscriber Numbers shall constitute the National Significant Number.



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- m) "National Significant Number" means the portion of the number that follows the country code for geographic areas, consisting of a NDC followed by a Subscriber Number.
- n) "Non-Geographic Number" means a number used to identify a type of service (such as mobile, freephone, premium rate services, etc.) rather than a geographical location.
- o) "Number Block" means a sequential series of numbers.
- p) "Numbering Conventions" means the detailed rules concerning the overall management of the Numbering Plan, the rules for the allocation of numbers from the Plan, and the conditions of use of numbers.
- q) "Numbering Plan" or "Plan" means a description of the allocations and use of numbers in the Republic of the Union of Myanmar for telephony, mobile, and other services.
- r) "Numbering Space" means the generic term used for the set of numbers available behind a numbering code, for example, an access code or geographic Area Code.
- s) "PSTN" means the Public Switched Telephone Network (i.e., the network providing the telephony service).
- t) "Prefix" means a short number which is always followed by a complete telephone number. A prefix may be used, for example, as a service indicator or to access an alternative long distance or international service provider.
- u) "Premium Rate Service" means a voice-based or SMS-based service with a tariff that is typically higher than calls/SMS to ordinary subscribers/numbers.
- v) "Short Codes" means non-dialable numbers that are shorter than ordinary telephone numbers and which may be used, for example to access SMS- and MMS-based services, services like mobile banking, and information services like the weather forecast and news. Short codes may be "network specific" or "common" (i.e., used to access the same service from different networks).
- w) "Special Access Numbers" means short (typically 3 or 4 digit) numbers used to provide access to special services (e.g., operator services, directory inquiries, and emergency services). Special Access Numbers may be "network specific" or "common" (i.e., used to access the same service from different networks).
- x) "Subscriber Number" means the number identifying a subscriber in a network or numbering area.
- y) "Telecommunications Law" means the Telecommunications Law 2013 enacted by the Union Parliament and signed by the President of the Republic of the Union of Myanmar.



- z) "Trunk Code" means prefix '0' – when followed by any digit other than '0' – which is used to indicate that a National Significant Number (NSN) follows.
- aa) "X" means a numbering digit that can take any usable value from 0 through 9 (for example, 1XXX).

## **PART II. DEVELOPMENT OF NUMBERING PLAN**

In accordance with Chapter VII of the Telecommunications Law, the Ministry is responsible for approving the Numbering Plan and the Department shall be responsible for preparing and managing the Numbering Plan.

### **6. General Principles**

In preparing and managing the Numbering Plan, the Department shall take into account the following principles.

- a) The Plan shall account for expected growth in demand for Telecommunications Services, so that numbers can be allocated expeditiously.
- b) The structure of the numbers in the Plan shall be designed, as much as feasibly possible, to minimize inconvenience to users and be consistent with the efficient use of the Licensee's telecommunications network.
- c) The Plan shall, where applicable, be fully compatible with all relevant international agreements, standards, and recommendations.
- d) The Plan shall, wherever possible, be formatted to ensure that numbers of different types give a broad indication of the service and the tariff.
- e) The Department shall ensure that, when changes are made to the Numbering Plan, costs or inconvenience to consumers and Licensees are objectively justified, and are kept to the minimum consistent with meeting the demands for numbers and for sound management of the Plan.
- f) Since numbers and codes are a finite, national resource, the Department shall manage the Plan in the interest of the whole country on a transparent, objective and non-discriminatory manner.

### **7. Amendments to the Numbering Plan**

- a) The Department may review the Numbering Plan from time to time. Such review may be initiated upon its own initiative or upon a request in writing by a Licensee, user, or other interested party.



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- b) The Department may amend or withdraw in full or in part the Plan already published, or publish additional sections to the Plan from time to time. Such changes to the Plan shall only be made after providing the public with reasonable notice and an opportunity to comment through a public consultation process. In these circumstances, the normal consultation period shall be ninety (90) days. However, in exceptional circumstances, a shorter consultation period of not less than thirty (30) days may be used.
- c) Licenses shall be required to comply with all such changes pursuant to provision b) of this Section no earlier than ninety (90) days after the Department publishes its final decision or notice of the change.

## 8. Allocation and reservation of numbers

- a) The Department shall allocate numbers and Number Blocks to Licensees as necessary in accordance with the Numbering Plan.
- b) The Department shall allocate or reserve numbers in a fair and equitable manner. The allocation or reservation shall normally be made to the first Licensee that requests the Number Block or code (i.e., on a "first-come, first-served" basis).
- c) The Department shall only allocate or reserve numbering capacity to Licensees who meet the eligibility criteria set out in the standards.
- d) The Department shall take into account the need to anticipate demand growth and to support innovation in the provision of Telecommunications Services, and when allocating numbers shall consider the need to conserve numbering capacity in all ranges.
- e) When considering new requests for number allocations, the Department shall take into account the utilization of previous numbering allocations made to the Licensee.
- f) The application and other processes to be followed for number allocation are described in the Numbering Conventions contained in Part III of these Rules.
- g) The Department shall prepare an Annual Numbering Report on the organization and overall use of the Plan.

## 9. Licensee Obligations

- a) All Licensees shall adopt and publish a numbering plan for such numbers or codes as are allocated to them. This shall be in accordance with the Numbering Plan.
- b) All Licensees shall use the numbers for the purpose stipulated at the time of the allocation and shall comply with the relevant terms and conditions of the allocation. Non-compliance by a Licensee shall be considered a violation of the Telecommunications Service License conditions.
- c) All Licensees shall be efficient in their use of numbers.



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- d) In advertising and other publicity material, Licensees shall not brand numbers, nor associate a number range with a given Licensee.
- e) Neither Licensees nor users have any ownership rights to any numbers allocated by the Department.
- f) A Licensee shall only change a user's number if it has reasonable grounds for doing so, and if it has given reasonable advance written notice to the user in question, stating the reason and anticipated date of change. In cases of emergency, oral notice with subsequent written confirmation shall be sufficient.
- g) All Licensees shall provide any information to the Department upon request regarding their use of numbers from the allocations received.
- h) Each Licensee shall submit an Annual Numbering Return that provides information to the Department about the allocation's status and the Licensee's use of numbers.

## 10. Number Portability

[Reserved]

## 11. Carrier Selection Codes

- a) The carrier selection code shall be 16, and may be used for the provision of both national and international Telecommunications Services.
- b) Operators with Telecommunications Service Licenses may apply for 2-digit carrier selection identifier codes using the application process for number allocations described in section 15 below.
- c) The dialing format for a carrier selection call shall be 16 XX NNN...N where:
  - 16 is the carrier selection prefix;
  - XX is the designated carrier selection identifier code for the operator providing the carrier selection service; and
  - NNN...N is the (variable length) called subscriber number.
- d) The terms and conditions for the provision of carrier selection shall be developed through bilateral agreements between operators. Where operators are unable to mutually agree the terms and conditions for carrier selection, the Department may impose such terms and conditions as it deems appropriate.
- e) The provisions of this Section do not apply to mobile networks.





## 12. Fees for Use of Numbering Resources

The Department may invoice and collect numbering fees for the allocation of numbers.

## PART III. NUMBERING CONVENTIONS

The Numbering Conventions (“Conventions”) provide a long-term framework within which the telephone numbering scheme can be developed for the benefit of all Licensees and users. The Conventions contain the detailed rules concerning the overall control of the Numbering Plan, the details of the arrangements for the allocation of numbers from the Plan, and the conditions of use of numbers.

### 13. General Principles

These Conventions seek to:

- a) ensure transparent and non-discriminatory access to national numbering resources for all Licensees and users;
- b) support the provision of Telecommunications Services by many public telecommunications network providers and service providers working on equal and competitively neutral terms in the overall market;
- c) take account of the Myanmar telecommunications situation and environment, ensure flexibility, and cater for individual and new requirements;
- d) be forward-looking; and
- e) ensure that any changes to subscribers’ numbers are minimized.

### 14. Overall Numbering Details

- a) **Numbering Standards.** The individual numbering plans adopted by Licensees shall conform to the relevant international standards, in particular, but not exhaustively, the following ITU-T Recommendations (or their functional successors):

E.123” – Standard notation for national and international telephone numbers.

“E.161” – Arrangements of figures, letters and symbols on telephones and other devices that can be used for gaining access to a telephone network.

“E.164” – The international public telecommunications numbering plan.

“E.166” – The numbering plan for inter-working the E.164 and X.121 number plans.

“X.121” – International numbering plan for public data networks.

In addition, ITU-T Recommendations E.169.2, E.169.3, E.175, E.191, and E.195 describe the role of the ITU-T in introducing universal services. The allocation of numbers for such services (e.g., International Freephone 00800) is the responsibility of the ITU-T.



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Where there are no appropriate international standards, the Department may impose mandatory numbering plan arrangements.

- b) **Maximum number of digits.**All numbers shall comply with ITU-T Recommendation E.164. Inter alia, this states that the maximum number of digits that a national system is expected to handle on an outgoing international call is 15 (excluding the international dialing prefix).
- c) **“0”Prefix.**
  - i. The prefix “0” shall be used for all calls within the country other than for locally dialed calls and short access codes. For calls within the country, the digits of a National Significant Number shall follow this prefix.
  - ii. In the medium to long term, Licensees are expected to engineer their systems to accept the full national dialing format for calls that could otherwise have been made using local dialing.
- d) **“00”Prefix.** The international prefix “00” is used for international dialing from the country. The digits of the country code and the National Significant Number shall follow this prefix.
- e) **Measures for conservation of numbering capacity.** Geographic Numbers shall normally be allocated to Licensees in Number Blocks of 10,000 consecutive numbers from within the appropriate geographic code range. However, in those areas where there is a potential numbering shortage, or in other circumstances determined by the Department, numbers may be allocated in sub-blocks of less than 10,000 numbers.
- f) **PSTN Services.**All PSTN subscriber numbers shall begin with leading digits 1 through 8.
- g) **PSTN Area Codes.** All PSTN area codes shall begin with the digits 1 through 8 and shall always be prefixed with the trunk code when dialed by any fixed or mobile subscriber.
- h) **Mobile Services.** All mobile numbers shall begin with leading digit 9 and shall always be prefixed with the trunk code when dialed by any fixed or mobile subscriber.
- i) **Special Access Numbers (“1XY” / “1XYZ” numbers).**
  - i. The Department shall categorize access numbers by the type of service for which they are used. There are three types of access numbers:
    - 1) Type A access numbers – Common public services. Type A access numbers are used by callers to reach commonly used services, such as 19X for emergency services. These numbers shall be used by all Licensees. Type A numbers shall be designated individually by the Department for such services, and shall not be uniquely allocated to any particular Licensee.



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- 2) Type B access numbers – Common service numbers. Type B access numbers are used by callers to reach commonly used services, such as fault reporting or time reporting. Licensees are not required to provide access to these services, but if they do so then they must use the numbers designated by the Department, and shall not use these numbers for any other purpose.
  - 3) Type C access numbers – Other service numbers. Type C access numbers are network-specific and can be used for any authorized service. These numbers are allocated by the Department and are unique to a particular Licensee. Nevertheless, in order to avoid customer confusion, Licensees are encouraged to use the same numbers wherever possible.
- j) National Destination Codes 17xx and 18xx. These codes are used to access voice-based services from fixed and mobile networks. The Trunk Prefix is not used when accessing such services. Specific obligations may be imposed for those services and, in particular, for Premium Rate Services and for Burst Oriented Services.
  - k) Given the need to ensure reasonable numbering capacity, allocation of access numbers shall generally be on the basis of either four-digit (1XXX) or five-digit (1XXXX) numbers.

#### 15. Application Process for Number Allocations and Reservations

- a) **Criteria for eligibility of applicants.** All Licensees providing publicly available Telecommunications Services and/or running a licensed telecommunication network are eligible to apply for allocations and reservations of numbering capacity. Other persons (e.g., users) who require the use of numbers shall seek an allocation from an eligible Licensee.
- b) **Information to be supplied by an applicant for a numbering allocation and / or reservation.**
  - i. When applying for an allocation or reservation of numbering capacity, the Licensee shall provide the following information to the Department:
    - 1) Name and contact details of the Licensee's designated responsible representative. Where an individual submits an application form on behalf of the Licensee, a signed and dated letter of authorization shall accompany it from that applicant.
    - 2) Details of the relevant Telecommunications Service License under which the Licensee intends to operate the numbering capacity sought and of the system being operated.
    - 3) Details of any existing Number Block(s) or ranges held that are relevant to the application.
    - 4) A preferred numbering code and/or Number Block; and, where appropriate, second and third preferences.



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- 5) Details of the specific type of Telecommunications Service intended to be provided using the Number Block(s) or range and, where appropriate, the proposed tariff rate of the service.
  - 6) The current utilization of any similar allocations already made to the Licensee and a forecast of expected utilization over a specified period.
  - 7) Any other information that the Licensee considers necessary or appropriate to justify the application.
- ii. In addition, Licensees shall provide to the Department any other information judged by the Department to be relevant to the application, and the supply of which does not place an undue burden on the applicant. This may include a brief description of the applicant's technical and operational system configuration.
- c) **Timing of applications.** Applications for numbering allocations shall be made three (3) months prior to the planned in-service date. In certain circumstances, allocations may be applied for within a shorter timeframe (e.g., emergencies, special events, etc.), and the Department shall have discretion whether to accept such application.
- d) **Reserving numbers or codes.**
- i. In addition to allocating numbering capacity, the Department may, at its discretion, agree to reserve numbering capacity to Licensees. Reservations are appropriate where:
    - 1) for commercial confidentiality, an applicant does not want to be identified;
    - 2) the reason for the application should not be divulged prior to an application for the allocation; or
    - 3) a customer order has not been finalized.
  - ii. A reservation may be made:
    - 1) in anticipation of an application being made for numbering capacity in accordance with a three-year rolling forecast provided by Licensees entitled to apply for an allocation; or
    - 2) against a specific request submitted by a Licensee eligible to receive allocations (e.g., for the expansion or growth of existing services or for the introduction of new services).
  - iii. An application for a reservation shall be made to the Department in accordance with standards set by the Department.



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- iv. Applications for reservations shall be treated in confidence, unless the applicant requests otherwise.
- v. Wherever possible, the Department shall endeavor to convert a reservation into an allocation within thirty (30) days. However, it should be noted that a reservation does not automatically entitle an applicant to activate the capacity. Nor, where numbering capacity is reserved, is there any guarantee that a corresponding allocation shall subsequently be made.
- vi. Reservations shall be time-limited and the limit for reservations shall normally be three (3) months. Reservations may be renewable on request to the Department.
- vii. Once a reservation has been made, that numbering capacity shall be unavailable for allocation, except for the purpose and to the organization for which the reservation was made. However, a reservation shall automatically be cancelled if:
  - 1) the time limit has expired;
  - 2) the applicant withdraws the reservation; or
  - 3) the Department and the applicant agree on a substitute reservation or allocation.
- e) **Handling competing requests for reservation.** Where available number ranges are limited, and several Licensees have requested the same Number Block, the Department may reserve the Number Block for more than one Licensee, but shall allocate it to the first Licensee who provides the Department with firm evidence of a customer order.
- f) **Considering applications.**
  - i. When making number allocations or reservations within the Numbering Plan, the Department shall take into account:
    - 1) the guiding principles within the Numbering Plan;
    - 2) any relevant Telecommunications Service License conditions;
    - 3) whether the proposed use of the numbering range is appropriate;
    - 4) the views of the Licensee and other interested parties (through consultation, where appropriate); and
    - 5) any other matters that the Department deems relevant (e.g., any requirement to open a new range or make changes to the Numbering Plan in order to allocate the required numbers or codes).



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- ii. If any questions in connection with the application need further clarification, the Department shall inform the Licensee, in writing.
- iii. On the basis of the application, the Department shall decide the extent to which the application may be met, and the specific numbers, number series, and addresses that may be allocated. It should be noted that in choosing the specific numbers and number series in the numbering plan, the Department shall have regard to existing allocations in the Numbering Plan.
- iv. If several applications for the same numbering resource are received, then the application first registered as received by the Department shall be dealt with first. This means that the allocation process shall generally be based on a “first-come, first-served” principle.

**g) Allocation process.**

- i. As soon as the application has been fully considered and the number lists have been updated, the Licensee shall be notified in writing of the allocation. As far as possible, applications shall be responded to within forty-five (45) days after receipt.
- ii. Where appropriate, the Department shall notify the ITU of the allocation of numbers, number series, and Licensee addresses for the purpose of insertion and announcement in the ITU’s Operational Bulletin.
- iii. Other Licensees and users shall not automatically receive notification of allocations from the Department. It is therefore the responsibility of the Licensee who has been allocated numbering resources to contact other service providers and users as necessary for the purpose of informing them of the allocation.
- iv. The allocations shall appear in an updated version of the Numbering Plan as published from time to time by the Department.

**h) New number ranges or changes to the Numbering Plan.**

- i. Before making available any new number ranges, or significant parts of ranges, the Department shall issue a notification. The Department shall give at least forty-five (45) days’ notice of the opening of any new number ranges or significant parts of ranges. The Department shall also specify a date for the initial receipt of applications for those ranges and, prior to that date, no applications shall be accepted.
- ii. Where appropriate, the Department shall notify the ITU-T of changes to the Numbering Plan and ensure that the correct notification is given in the ITU-T Operational Bulletin.
- iii. Where the Department considers it appropriate, it shall also notify other overseas administrations as necessary.



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**i) Refusal of applications for numbering capacity.**

- i. The Department may refuse an application for an allocation or reservation of numbering capacity.
- ii. The Department may refuse an application:
  - 1) if the necessary information is not provided;
  - 2) if the application does not conform with the Numbering Plan;
  - 3) to safeguard that sufficient overall short code resources are available within the range of numbers allocated; or
  - 4) for any other reason that the Department considers appropriate.
- iii. Alternatively, the Department may not grant the application in full, or may attach specific conditions to the allocation that are consistent with the standards and relate to the use and management of the numbering capacity allocated. Such specific conditions shall be set out in the letter that accompanies the allocation.
- iv. In the event of a refusal, whether in part or in full, or where specific conditions are attached, the Department shall inform the Licensee, in writing, of its reasons.
- v. The Department may, after providing the Licensee with notice and a reasonable opportunity to comment, make an alternative allocation that has the potential to satisfy the Licensee's requirements without conflicting with the criteria that caused the original application to be refused.

**j) Changes to allocations.**

- i. Licensees that have been allocated numbering capacity are required to apply to and receive permission from the Department prior to making any changes:
  - 1) to the registration of the Number Block or code;
  - 2) to the purpose or use of the numbering allocation; or
  - 3) that relate to conditions of use placed on the allocation.
- ii. The Department may reject or request amendment of any such changes, but only based on objectively justifiable reasons.
- iii. In the event of a rejection, whether in part or in full, the Department shall inform the Licensee, in writing, of its reasons.



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iv.

k) **Withdrawal and return of numbers or codes.**

- i. The Department may withdraw capacity that it has allocated, or part of such capacity, if its continued use or allocation is not in compliance with:
  - 1) the relevant standards;
  - 2) the Numbering Plan; or
  - 3) any specific conditions of the allocation.
- ii. Withdrawal of an in-service numbering range that has been allocated by the Department, can be made only after the Department has provided the public with reasonable notice and an opportunity to comment through a public consultation process that shall last not less than forty-five (45) days. Any withdrawal shall not take place less than ninety (90) days following the Department's final decision and notification to the Licensee.
- iii. If an allocation or part of an allocation is not brought into service within six (6) months, it may be withdrawn, subject to the requirements of provision ii of this Section.

l) **Return of allocations.**

- i. If a Licensee no longer requires the use of an allocation that has been made, the allocation should be returned to the Department at the earliest opportunity.
- ii. Only complete Number Blocks can be returned. The Department shall not normally accept partial return of any Number Blocks.

m) **Liability on withdrawal and re-allocation.**

- i. In the event that an allocation has to be withdrawn at the direction of the Department and an alternative re-allocation made (for example in order to invoke a change to the Numbering Plan), the Department shall, as far as possible, endeavor to make a re-allocation of a similar "standard" number. This shall also apply to withdrawal and re-allocation of golden numbers.
- ii. However, notwithstanding the above, the Department shall accept no liability (financial or otherwise) in the event of withdrawal and re-allocation.

**16. Management of the Numbering Plan**

- a) **Overall responsibility.** The Department shall be responsible for the overall management of the Numbering Plan, and shall undertake any tasks, or require the Licensees to undertake any tasks that it considers necessary, in order to allow it to manage the Numbering Plan.





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b) **The numbering audit process.**

- i. Each holder of an allocation shall submit to the Department an Annual Numbering Return.
  - ii. The Annual Numbering Return shall contain information that is up-to-date at the calendar year end, and shall be submitted to the Department as requested, but usually within forty-five (45) days of the end of any given year.
  - iii. The following information shall be provided in the Annual Numbering Return for each allocation:
    - 1) the current use of the allocation;
    - 2) numbers in service allocated to end users;
    - 3) details of numbers set aside for planned growth, customer orders, or other usage, with explanations; and
    - 4) blocks of numbers allocated to any user other than to end users.
  - iv. Each Annual Numbering Return shall also provide:
    - 1) a three-year forecast of demand within significant ranges, as specified by the Department;
    - 2) the justification for continuing any reservations by the Licensee of numbering capacity; and
    - 3) any other information requested by the Department.
  - v. This information shall be supplied in a format specified by the Department. The Department shall not require information such information to be filed where the collection or analysis of the information would place an undue burden on the organization submitting the Annual Numbering Return.
- c) **Annual Numbering Report.** The Department shall prepare and publish an Annual Numbering Report on the organization and use of the Numbering Plan. This Report shall contain an administrative description of the function and operation of the unit, details of the existing number allocations, a forecast for planned future demand, any significant developments affecting the Numbering Plan, details of any planned amendments to the Numbering Conventions, and any other matter of relevance.



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d) **Requirement to notify others.**

- i. When activating a number allocation, it is the responsibility of the holder of the allocation to notify relevant Licensees (and negotiate with them, if necessary) and, where appropriate, overseas authorities.
- ii. Those that have been allocated numbering capacity are required to advise the Department of the contact in their organizations to whom notifications of the dates for activation of allocated codes and Number Blocks should be sent. Any changes to the contact information shall be communicated as soon as possible to the Department.
- iii. The Department shall maintain a list of such contacts and shall make it available on request to all organizations listed on it, and others who, in the Department's opinion, have need of that information.

**17. Numbering Plan Records and Database**

- a) **Records database.** The Department shall maintain comprehensive records and a database of the status of all number ranges, codes, and Number Blocks within the Numbering Plan. The full Numbering Plan shall be set out in a document maintained by the Department and made available to all relevant parties as required.
- b) **Reserved numbering.** Where available and not commercially sensitive, details of the Licensee's plans for reserved numbering shall be included in the Numbering Plan. However, those requiring further details of reservations shall contact the Licensee for whom the code or block of numbers has been reserved pursuant to Section 15 d).
- c) **Publication of changes.** In addition to updating the Numbering Plan, the Department shall additionally publish (at appropriate intervals of time) details of allocations, reservations, or withdrawals, setting out the number range(s) being allocated, reserved, or withdrawn, the person to whom the allocation has been made or from whom it has been withdrawn, and the action date.
- d) **Status indicators.**
  - i. All numbers or codes in the Numbering Plan shall fall into one of two categories: either designated or not designated.
    - 1) Designated numbers or codes are those set aside within the Numbering Plan for particular usage (e.g., PSTN geographic and mobile).
    - 2) Designation is not an indication as to the availability or otherwise of a number or code.
  - ii. Those parts of the Numbering Plan that are not designated are not available for allocation or reservation.



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- iii. Codes or numbers that have been designated shall have one of the following status indicators:
- 1) "Allocated" – indicates codes or numbers that have been allocated to a Licensee whose name shall be listed alongside. While the majority of codes and Number Blocks shown as 'Allocated' may also be in service, these records shall not contain information about in-service dates. In addition, allocations shall not appear with full details in the Numbering Plan while a Licensee maintains a requirement to protect commercially sensitive information prior to the opening of service.
  - 2) "Allocated for Migration Only" – indicates that the code or block has been allocated to a listed Licensee for the express purpose of managing a migration from one range to another. This may be a temporary allocation and, after a suitable, specified time, and the meeting of allocation criteria, the Department may determine that the block could be used for new business and its status changed accordingly.
  - 3) "Free" – indicates that this code or Number Block is available for allocation or reservation. Licensees applying for such Number Blocks should note that a Number Block shown as "Free" could have already been requested by another Licensee between the time of the last update of the list and the time of applying for the Number Block.
  - 4) "Free for 'specific purpose' (to be defined)" – indicates numbering ranges which are free only for specific purposes
  - 5) "Protected" – indicates where a Number Block is protected (e.g., for future planning purposes or to avoid temporary or permanent dialing problems) until further notice or, where a date is shown, until that date.
  - 6) "Reserved" – indicates a provisional allocation, subject to confirmation by the Licensee that has applied and/or the Department. The Licensee's name shall not normally appear alongside the reservation to ensure commercial confidentiality.

## 18. Terms and Conditions of the Use of Numbers within the Allocated Ranges

- a) **General Conditions.** The following general conditions, relating to the use of numbering capacity, apply to all allocations made by the Department:
  - i. The allocation shall be used for the purpose specified in the Licensee's application (including any classification by type or tariff as set out in the Numbering Plan).
  - ii. The Licensee originally allocated numbers shall be responsible for them.
  - iii. Numbers and Number Blocks shall not be traded or exchanged between Licensees.



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- iv. A number allocation is made to a licensee “in perpetuity.” However, neither licensees nor users have any ownership rights over any numbers allocated by the Department.
  - v. Numbers shall, at all times, be used only for the purposes for which the allocation was made to the licensee, unless modified according to Section 15 j).
  - vi. The holder of the allocation shall maintain a record of the numbers in use.
  - vii. Holders of numbering capacity shall not, unless the Department consents otherwise, charge any person for a number allocated to him (other than a coveted number allocated to a user at the request of such a person).
  - viii. Number transfer between users is permitted, to the extent that the number can be technically activated for the new user. However, in order to prevent number hoarding, the user must bring their number into service within one hundred eighty (180) days; “in service” being defined as if an access in the PSTN can be reached by dialing the number (i.e., “use it or lose it”).
  - ix. A licensee shall not use numbers from the Numbering Plan other than those allocated by the Department.
  - x. All licensees shall simultaneously implement any numbering changes that are required by the Department.
- b) **Conditions applicable to the geographic Numbering Plan.** In addition to the above general conditions, the following conditions shall also apply to allocations made from within the geographic ranges of the Numbering Plan:
- i. Area Codes shall have national significance, rather than be associated with a particular licensee.
  - ii. Where necessary, the Department shall define the geographic area that is relevant for each Area Code. Initially these areas shall correspond to existing zone designations in the current Numbering Plan.
  - iii. The Department shall allocate Number Blocks to licensees in each geographic area as required, from the Numbering Space behind the relevant zone code. Each Number Block shall be 10,000 sequential numbers, but in some circumstances could be either larger or smaller blocks.
  - iv. All licensees shall be required to route calls that are dialed using the full nationally significant number, even if they are local calls.



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- c) **Conditions applicable to Non-geographic Numbers.** In addition to the general conditions specified in provision a) of this Section, the following conditions shall also apply to allocations made from within the non-geographic ranges of the numbering plan:
- i. codes for non-geographic services should have national significance; and
  - ii. the Department shall allocate Number Blocks to Licensees as required.
- d) **Other specific conditions on allocations.** Where necessary and appropriate, the Department may impose additional specific conditions on any particular allocation. Where the Department chooses to apply such conditions, it shall provide the Licensees with the reasoning behind this decision.