Oklahoma Corporation Commission

Public Utility Division

TELECOMMUNICATIONS ANNUAL REPORT OF OPERATIONS

Reporting Instructions

Submission Requirements and General Instructions

1. Introduction

Pursuant to OAC 165:55-3-22, OAC 165:55-23-3(i), OAC 165:56-7-4, OAC 165:57-5-23, and OAC 165:58-8-3-22, each provider of telecommunications service shall submit to the Director of the Public Utility Division (“PUD”) an annual report no later than April 1st of the year following the reporting year. If you have any questions regarding the Annual Report, please email [Telecom@occ.ok.gov](mailto:Telecom@occ.ok.gov) or call (405) 521-4114.

Under the authority granted by 17 O.S. § 180.11, the Oklahoma Corporation Commission is authorized to request information used to calculate the Fee Assessment for each reporting company. If you have any questions regarding Part III. PUD Fee Assessment Form, please email [Debbie.Prater@occ.ok.gov](mailto:Debbie.Prater@occ.ok.gov) or call (405) 521-4114.

If the information requested in the Telecommunications Annual Report of Operations, which is the combined PUD Fee Assessment Form and Telecommunications Annual Report (“Annual Report”), is not provided, the OCC may consider you in violation of section 165:5-3-25 of the Oklahoma Administrative Code.

Companies failing to submit the Annual Report on or before April 1st of the year following the reporting year, or failing to pay the PUD Fee Assessment invoices in a timely manner, may be subject to the enforcement provisions of Article IX, Section 19 of the Oklahoma Constitution and any other applicable laws.

1. When and Where to Submit

The Annual Report for reporting calendar year 2019 (January 1, 2019 – December 31, 2019) is due April 1, 2020. The Annual Report should be uploaded to the designated secure cloud storage website. If you have not received the upload link, please email [Telecom@occ.ok.gov](mailto:Telecom@occ.ok.gov).

Please include the reporting company's name as part of the file name when uploading the completed Annual Report.

The Annual Report is available for download from the OCC website in Excel format at:

<http://www.occeweb.com/pu/puregphone.htm>

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Detailed Instructions for Completion of the Annual Report

# Part I. Company Information

Line No. 1. “Company Legal Name” is the legal name of the company submitting the report (“reporting company”) and that holds an Oklahoma Certificate of Convenience and Necessity (CCN) to provide local exchange services within the State of Oklahoma.

Line No. 2. “Company d/b/a” is any and all tradenames of the company.

Line No. 3. “Regulatory Contact Name” is the name of the individual responsible for regulatory matters at the Oklahoma Corporation Commission.

Line No. 4. “Regulatory Contact Title” is the job title of the individual responsible for regulatory matters at the Oklahoma Corporation Commission.

Line Nos. 5-8. “Regulatory Contact Street Address” through “Regulatory Contact Zip” is the street address, city, state, and zip code of the individual responsible for regulatory matters at the Oklahoma Corporation Commission.

Line No. 9-10. “Regulatory Contact Email Address” through “Regulatory Contact Phone Number” is the email address and direct phone number of the individual responsible for regulatory matters at the Oklahoma Corporation Commission.

# Part II. Company Transactions

If the reporting company has questions about Part II, Section I, please email [Telecom@occ.ok.gov](mailto:Telecom@occ.ok.gov) or call (405) 521-4114 for assistance.

# Part III. PUD Fee Assessment Form

**Section I – CCN Type, Company ID, PUD Fee Assessment Data**

Line Nos. 1 through 6. For **each** of the reporting company’s CCN types (ILEC, CLEC, Reseller, PSP, OSP, and/or IXC), enter the following information:

* Column C: Company ID (assigned by PUD – if unknown, refer to the online list found at [***http://occeweb.com/PU/Telco\_nonOUSF/AnnualReport2019/CompanyID\_PUDFeeAssessment.xlsx***](http://occeweb.com/PU/Telco_nonOUSF/AnnualReport2019/CompanyID_PUDFeeAssessment.xlsx))
* Column D: Prior Calendar Year End Regulated Oklahoma Jurisdictional Customers
  + Regulated Oklahoma Jurisdictional Customers means any person, member of a cooperative, firm, corporation, municipality or agency, other political subdivision, or the United States or the State of Oklahoma, receiving utility service from a public utility pursuant to rates and charges established by, or filed with the Commission, and recipients of Special Universal Services as defined in 17 O.S. § 139.102. IXCs, Resellers, OSPs, and PSPs are exempt from reporting their prior calendar year end regulated Oklahoma jurisdictional customers.
* Column F: Total Prior Calendar Year Regulated Oklahoma Jurisdictional Annual Gross Operating Revenues
  + Regulated Oklahoma jurisdictional gross operating revenues means those revenues which are recorded in the accounts of the public utility, resulting from sales of commodities or services provided to Regulated Oklahoma Jurisdictional Customers.
  + This shall include, but should not be limited to, revenues received for intrastate services from all Oklahoma and Federal Universal Service and low income funds for regulated and non-regulated services, revenues received from the Oklahoma Universal Service Fund for Special Universal Services, revenues received from the Oklahoma Universal Service Fund for Primary Universal Services, and revenues received from the Oklahoma Lifeline Fund and Federal Lifeline support received pursuant to 47 CFR Subpart E.
    - The inclusion of revenues described in the previous bullet point as regulated Oklahoma jurisdictional gross operating revenues shall be for the limited purpose of the calculation of allocations for payment into the Public Utility Assessment Fee according to this Part 3 of Subchapter 3 of OAC 165:5 and shall not be construed as affecting the jurisdictional nature of the funds as determined by the telecommunications companies in accordance with 47 CFR Parts 32 and 36 for separations purposes or other purposes such as determining jurisdictional tax liability.
* Column H: Report Zero Customers
  + If the reporting company wishes to report zero customers in the reporting year, indicate by entering “0” on each line of column H that is applicable to the reporting company.
* Column I: Report Zero Revenue
  + If the reporting company wishes to report zero revenue in the reporting year, indicate by entering “0” on each line of column I that is applicable to the reporting company.

**Section II – Certification / Signature**

Line Nos. 7-11. Please review the certification language in Section II. By completing the information in this Section, the respondent is certifying that the information provided to PUD is accurate and complete and contains no material misrepresentation or omission to the knowledge of the respondent. Pursuant to OCC Rule 165:5-11-1(e)(10), the respondent shall immediately supplement this response as required and for any matters discovered that would materially affect the accuracy or completeness of the information provided.

# Part IV. Annual Report – Zero Revenue

*Part IV is to be completed only if the reporting company generated $0.00 from the sale of regulated telecommunications service in the reporting year. If the reporting company generated any revenue from the sale of regulated telecommunications services in the reporting year, skip Part IV and complete Parts V – XII, as applicable.*

*If the reporting company would like to submit updates to its company-designated contacts for PUD and CSD issues, please complete Part XII, as applicable.*

**Section I – Revenues generated from the sale of regulated telecommunications services**

Line No. 1. If the reporting company generated $0.00 in revenues from the sale of regulated telecommunications services during the reporting year, indicate by inserting an “X” in the box in Part IV, Section I, Line No. 1.

**Section II – Certification / Signature**

Line Nos. 2-5. Please review the language in Section III. By completing the information in this Section, the respondent is certifying that the information provided to PUD is accurate and complete and contains no material misrepresentation or omission to the knowledge of the respondent. Pursuant to OCC Rule 165:5-11-1(e)(10), the respondent shall immediately supplement this response as required and for any matters discovered that would materially affect the accuracy or completeness of the information provided.

# Part V. Annual Report – ILEC

*Part V is to be completed only if the reporting company is an incumbent local exchange carrier. If the reporting company is not an incumbent local exchange carrier, please skip Part V and complete Parts VI – XII, as applicable.*

**ILEC Section I – Total Annual Revenues**

Line No. 1. Enter the total annual revenue from the provision of Oklahoma intrastate telecommunications services.

*This includes revenues from telecommunications provided over any platform, to include a VoIP platform, in accordance with the CCN held by the reporting company. This also includes all services offered under the reporting company’s filed tariff(s) or website Terms of Service.*

Line No. 2. Enter the total annual revenue from the provision of local exchange services. ***Do not*** include Federal and State Lifeline support received.

Line No. 3. Enter the total annual revenue from the provision of intrastate switched access services.

Line No. 4. Enter the total annual revenue from the provision of intrastate long distance services.

Line No. 5. Enter the total annual revenue received for Federal Lifeline Support.

Line No. 6. Enter the total annual revenue received for State Lifeline Support.

Line No. 7. Enter the total annual revenue from the reporting company’s provision of other intrastate telecommunications services. If the reporting company earned revenue from the provision of other intrastate services through a separate affiliate holding a CCN, please complete a separate Annual Report on behalf of the affiliate company.

Line No. 8. Automatically totals the reported amounts in Line Nos. 2 through 7. This number should match the amount reported in Line No. 1.

**ILEC Section II – Information by Exchange**

Line Nos. 9 through 528. For **each** of the reporting company’s exchanges, enter the following information:

* + Columns C through E: Number of Retail Residential Access Lines (non-Lifeline) as of December 31 of the reporting year.
    - *This includes all individual residence lines.*
    - Column C: Voice Only.
    - Column D: Voice and Broadband Internet Access Service\*.
    - Column E: Broadband Internet Access Service Only.

\* *Broadband Internet Access Service (“BIAS”) refers to a mass-market retail service by wire or radio that provides the capability to transmit data to and receive data from all or substantially all Internet endpoints, including any capabilities that are incidental to and enable the operation of the communications service, but excluding dial-up service.*

* + Column F: Number of Lifeline-supported Access Lines as of December 31 of the reporting year.
  + Columns G through I: Number of Retail Business Access Lines as of December 31 of the reporting year.
    - *This includes all individual business lines, PBX trunk lines, and Centrex main lines with separate numbers.*
    - Column G: Voice Only.
    - Column H: Voice and Broadband Internet Access Service.
    - Column I: Broadband Internet Access Service Only.
  + Columns L through M: Number of Wholesale Access Lines as of December 31 of the reporting year.
    - *This does not include local exchange access lines provided to end-users.*
    - Column L: Resold Residential Access Lines *(lines provided to another local exchange carrier).*
    - Column M: Resold Business Access Lines *(lines provided to another local exchange carrier).*
  + Columns N through P: Total Number of Oklahoma Customers as of December 31 of the Reporting Year
    - Column N: Residential (non-Lifeline) Customers.
    - Column O: Lifeline Customers.
    - Column P: Business Customers.

Line No. 529. Automatically totals each column.

**ILEC Section III – Certification / Signature**

Line Nos. 530 through 533. Please review the language in Section III. By completing the information in this Section, the respondent is certifying that the information provided to PUD is accurate and complete and contains no material misrepresentation or omission to the knowledge of the respondent. Pursuant to OCC Rule 165:5-11-1(e)(10), the respondent shall immediately supplement this response as required and for any matters discovered that would materially affect the accuracy or completeness of the information provided.

# Part VI. Annual Report – CLEC

**CLEC Section I – Total Annual Revenues**

Line No. 1. Enter the total annual revenue from the provision of Oklahoma intrastate telecommunications services.

*This includes revenues from telecommunications provided over any platform, to include a VoIP platform, in accordance with the CCN held by the reporting company. This also includes all services offered under the reporting company’s filed tariff(s) or website Terms of Service.*

Line No. 2. Enter the total annual revenue from the provision of local exchange services. ***Do not*** include Federal or State Lifeline support received.

Line No. 3. Enter the total annual revenue from the provision of intrastate switched access services.

Line No. 4. Enter the total annual revenue from the provision of intrastate long distance services.

Line No. 5. Enter the total annual revenue received for Federal Lifeline Support.

Line No. 6. Enter the total annual revenue received for State Lifeline Support.

Line No. 7. Enter the total annual revenue from the reporting company’s provision of other intrastate telecommunications services. If the reporting company earned revenue from the provision of other intrastate services through a separate affiliate holding a CCN, please complete a separate Annual Report on behalf of the affiliate company.

Line No. 8. Automatically totals the reported amounts in Line Nos. 2 through 7. This number should match the amount reported in Line No. 1.

**CLEC Section II – Information by Exchange**

Line Nos. 9 through 528. For **each** of the reporting company’s exchanges, enter the following information:

* + Columns C through E: Number of Retail Residential Access Lines (non-Lifeline) as of December 31 of the reporting year.
    - *This includes all individual residence lines.*
    - Column C: Voice Only.
    - Column D: Voice and Broadband Internet Access Services\*.
    - Column E: Broadband Internet Access Service Only.

*\*Broadband Internet Access Service (“BIAS”) refers to a mass-market retail service by wire or radio that provides the capability to transmit data to and receive data from all or substantially all Internet endpoints, including any capabilities that are incidental to and enable the operation of the communications service, but excluding dial-up service.*

* + Column F: Number of Lifeline-supported Access Lines as of December 31 of the reporting year.
  + Columns G through I: Number of Retail Business Access Lines as of December 31 of the reporting year.
    - *This includes all individual business lines, PBX trunk lines, and Centrex main lines with separate numbers.*
    - Column G: Voice Only.
    - Column H: Voice and Broadband Internet Access Services.
    - Column I: Broadband Internet Access Service Only.
  + Columns L through M: Number of Wholesale Access Lines as of December 31 of the reporting year.
    - *This does not include local exchange access lines provided to end-users.*
    - Column L: Resold Residential Access Lines *(lines provided to another local exchange carrier).*
    - Column M: Resold Business Access Lines *(lines provided to another local exchange carrier).*
  + Columns N through P: Total Number of Oklahoma Customers as of December 31 of the Reporting Year
    - Column N: Residential (non-Lifeline) Customers.
    - Column O: Lifeline Customers.
    - Column P: Business Customers.

Line No. 529. Automatically totals each column.

**CLEC Section III – Certification / Signature**

Line Nos. 530 through 533. Please review the language in Section III. By completing the information in this Section, the respondent is certifying that the information provided to PUD is accurate and complete and contains no material misrepresentation or omission to the knowledge of the respondent. Pursuant to OCC Rule 165:5-11-1(e)(10), the respondent shall immediately supplement this response as required and for any matters discovered that would materially affect the accuracy or completeness of the information provided.

# Part VII. Annual Report – IXC/Reseller of Interexchange Telecommunications Services

*Part VII is specific to those providers with authority limited to the provision of interexchange telecommunications services, and that have revenues only from the provision of intrastate toll services.*

**Reseller Section I – Total Annual Revenues**

Line No. 1. Enter the total annual revenue from the provision of residential intrastate toll services for the reporting year. Include revenues for ancillary services (e.g., operator service, connection fees, etc.).

Line No. 2. Enter the total annual revenue from the provision of business intrastate toll services for the reporting year. Include revenues for ancillary services (e.g., operator service, connection fees, etc.).

Line No. 3. Automatically totals the reported amounts in Line Nos. 1 and 2.

**Reseller Section II – Number of Customers**

Line No. 4. Enter the total number of residential customers as of December 31 of the reporting year.

Line No. 5. Enter the total number of business customers as of December 31 of the reporting year.

Line No. 6. Automatically totals the reported amounts in Line Nos. 4 and 5.

**IXC Section III – Total Annual Revenues**

Line No. 7. Enter the total annual revenue from the provision of residential intrastate toll services for the reporting year. Include revenues for ancillary services (e.g., operator service, connection fees, etc.).

Line No. 8. Enter the total annual revenue from the provision of business intrastate toll services for the reporting year. Include revenues for ancillary services (e.g., operator service, connection fees, etc.).

Line No. 9. Automatically totals the reported amounts in Line Nos. 7 and 8.

**IXC Section IV – Number of Customers**

Line No. 10. Enter the total number of residential customers as of December 31 of the reporting year.

Line No. 11. Enter the total number of business customers as of December 31 of the reporting year.

Line No. 12. Automatically totals the reported amounts in Line Nos. 10 and 11.

**IXC/Reseller Section V – Certification / Signature**

Line Nos. 13 through 16. Please review the language in Section III. By completing the information in this Section, the respondent is certifying that the information provided to PUD is accurate and complete and contains no material misrepresentation or omission to the knowledge of the respondent. Pursuant to OCC Rule 165:5-11-1(e)(10), the respondent shall immediately supplement this response as required and for any matters discovered that would materially affect the accuracy or completeness of the information provided.

# Part VIII. Annual Report – Operator Service Providers

*Part VIII is specific to those providers that have revenues only from the provision of operator services.*

**OSP Section I – Total Annual Revenues**

Line No. 1. Enter the total annual revenue from the provision of intrastate operator services for the reporting year.

**OSP Section II – Operator Services for the Exclusive Use of Inmates**

Line No. 2. Enter the total annual revenue from usage charges associated with local calling from correctional institutions for the reporting year.

Line No. 3. Enter the total annual revenue from usage charges associated with intrastate toll calling from correctional institutions for the reporting year.

Line No. 4. Enter the total annual revenue from ancillary services provided in conjunction with inmate services for the reporting year.

Line No. 5. Automatically totals the reported amounts in Line Nos. 2 through 4.

**OSP Section III – Certification / Signature**

Line Nos. 6 through 9. Please review the language in Section III. By completing the information in this Section, the respondent is certifying that the information provided to PUD is accurate and complete and contains no material misrepresentation or omission to the knowledge of the respondent. Pursuant to OCC Rule 165:5-11-1(e)(10), the respondent shall immediately supplement this response as required and for any matters discovered that would materially affect the accuracy or completeness of the information provided.

# Part IX. Annual Report – Payphone Service Providers

**PSP Section I – Total Annual Revenues**

Line No. 1. Enter the total annual revenue as derived from the provision of pay telephones in Oklahoma for the reporting year.

**PSP Section II – Number of Pay Telephones in Oklahoma**

Line No. 2. Enter the total number of pay telephones operated in Oklahoma as of December 31 of the reporting year.

**PSP Section III – Certification / Signature**

Line Nos. 3 through 6. Please review the language in Section III. By completing the information in this Section, the respondent is certifying that the information provided to PUD is accurate and complete and contains no material misrepresentation or omission to the knowledge of the respondent. Pursuant to OCC Rule 165:5-11-1(e)(10), the respondent shall immediately supplement this response as required and for any matters discovered that would materially affect the accuracy or completeness of the information provided.

# Part X. Annual Report – ETC-Lifeline

**ETC-Lifeline Section I – Lifeline Customers**

Line No. 1. Enter the total number of Oklahoma Tribal Lifeline customers as of December 31 of the reporting year.

Line No. 2. Enter the total number of Oklahoma Non-Tribal Lifeline customers as of December 31 of the reporting year.

**ETC-Lifeline Section II – Federal USF Support**

Line No. 3. Enter the total amount of federal USF support received for the provision of Lifeline service in Oklahoma during the reporting year.

**ETC-Lifeline Section III – Lifeline-Supported Access Lines providing Broadband Internet Access Service by Exchange\***

*\*Broadband Internet Access Service (“BIAS”) refers to a mass-market retail service by wire or radio that provides the capability to transmit data to and receive data from all or substantially all Internet endpoints, including any capabilities that are incidental to and enable the operation of the communications service, but excluding dial-up service.*

Line Nos. 4 through 523. For **each** of the reporting company’s exchanges, enter the following information:

* + Columns C through F: Number of Wireline Lifeline-Supported Access Lines providing BIAS
    - Column C: Number of lines with speed less than 4/1 Mbps.
    - Column D: Number of lines with speed equal to or greater than 4/1 Mbps but less than 20/3 Mbps.
    - Column E: Number of lines where speed equals 20/3 Mbps.
    - Column F: Number of lines with speeds greater than 20/3 Mbps.
  + Columns G through J: Number of Fixed Wireless Lifeline-Supported Access Lines providing BIAS
    - Column G: Number of lines with speed less than 4/1 Mbps.
    - Column H: Number of lines with speed equal to or greater than 4/1 Mbps but less than 20/3 Mbps.
    - Column I: Number of lines where speed equals 20/3 Mbps.
    - Column J: Number of lines with speeds greater than 20/3 Mbps.
  + Columns M through O: Number of Mobile Wireless Lifeline-Supported wireless connections
    - Column M: Number of connections at speeds less than 3G. *Include voice-only Lifeline-supported wireless connections in this column.*
    - Column N: Number of connections with speed equal to 3G.
    - Column O: Number of connections at speeds greater than 3G.

Line No. 524. Automatically totals each column.

**ETC-Lifeline Section IV – Certification / Signature**

Line Nos. 525 through 528. Please review the language in Section IV. By completing the information in this Section, the respondent is certifying that the information provided to PUD is accurate and complete and contains no material misrepresentation or omission to the knowledge of the respondent. Pursuant to OCC Rule 165:5-11-1(e)(10), the respondent shall immediately supplement this response as required and for any matters discovered that would materially affect the accuracy or completeness of the information provided.

# Part XI. Annual Report – ETC-Federal High Cost

**ETC-Federal High Cost Section I – Connect America Fund Support**

Line No. 1. Enter the total amount of federal Connect America Fund support (from all CAF mechanisms) received for the provision of service in Oklahoma during the reporting year.

**ETC-Federal High Cost Section II – A-CAM Support**

Line No. 2. For recipients of A-CAM Support, enter the number of locations to which required broadband connections were deployed within the reporting year.

Line No. 3. Enter the percent of total required locations reached as of December 31 of the reporting year.

**ETC-Federal High Cost Section III – CAF II Support**

Line No. 4. For recipients of CAF II Support, enter the number of locations to which required broadband connections were deployed within the reporting year.

Line No. 5. Enter the percent of total required locations reached as of December 31 of the reporting year.

**ETC-Federal High Cost Section IV – Rural Broadband Experiment Support**

Line No. 6. For recipients of Rural Broadband Experiment Support, enter the number of locations to which required broadband connections were deployed within the reporting year.

Line No. 7. Enter the percent of total required locations reached as of December 31 of the reporting year.

**ETC-Federal High Cost Section V – Lifeline-Supported Access Lines providing Broadband Internet Access Service by Exchange\***

*\*Broadband Internet Access Service (“BIAS”) refers to a mass-market retail service by wire or radio that provides the capability to transmit data to and receive data from all or substantially all Internet endpoints, including any capabilities that are incidental to and enable the operation of the communications service, but excluding dial-up service.*

Line Nos. 8 through 527. For **each** of the reporting company’s exchanges, enter the following information. ***Do not*** include Lifeline-supported access lines in this section.

* + Columns C through F: Number of Wireline Lifeline-Supported Access Lines
    - Column C: Number of lines with speed less than 4/1 Mbps.
    - Column D: Number of lines with speed equal to or greater than 4/1 Mbps but less than 20/3 Mbps.
    - Column E: Number of lines where speed equals 20/3 Mbps.
    - Column F: Number of lines with speeds greater than 20/3 Mbps.
  + Columns G through J: Number of Fixed Wireless Lifeline-Supported Access Lines
    - Column G: Number of lines with speed less than 4/1 Mbps.
    - Column H: Number of lines with speed equal to or greater than 4/1 Mbps but less than 20/3 Mbps.
    - Column I: Number of lines where speed equals 20/3 Mbps.
    - Column J: Number of lines with speeds greater than 20/3 Mbps.
  + Columns M through O: Number of Mobile Wireless Lifeline-Supported Access Lines
    - Column M: Number of connections at speeds less than 3G.
    - Column N: Number of connections with speed equal to 3G.
    - Column O: Number of connections at speeds greater than 3G.

Line No. 528. Automatically totals each column.

**ETC-Federal High Cost Section VI – Certification / Signature**

Line Nos. 529 through 532. Please review the language in Section VI. By completing the information in this Section, the respondent is certifying that the information provided to PUD is accurate and complete and contains no material misrepresentation or omission to the knowledge of the respondent. Pursuant to OCC Rule 165:5-11-1(e)(10), the respondent shall immediately supplement this response as required and for any matters discovered that would materially affect the accuracy or completeness of the information provided.

# Part XII. Company-designated Contacts

*Pursuant to OAC 165:55-3-22(g), OAC 165:56-7-4(c), 165:57-5-23(c), OAC 165:58-3-22(c), and OAC 165:59-3-40, each telecommunications service provider shall notify the Director of PUD in writing within thirty (30) days of a change in the company-designated contacts for PUD and CSD issues.*

*Failure to fill in updates to contact information in Line Nos. 3 through 21 will indicate the reporting company does not want to update any contacts.*

Line No. 1. If the reporting company wishes to use the Regulatory Contact information provided in Part I as the contact for **all** categories, indicate by inserting an “X” in the box in Line No. 1.

Line No. 2. If the reporting company wishes to use the Regulatory Contact information provided in Part I as the contact for some categories, but not all, indicate by inserting an “X” in the box in Line No. 2. For any contact that should **not** be the Regulatory Contact, please fill out the contact information requested in Columns C through I on the appropriate line.