

**YOU WILL NEED TO UPDATE YOUR 911
PLAN IF:**

- YOUR SERVICE AREA HAS CHANGED...
 - Serving a new County not included in the original 911 Plan
 - Serving a new area code not included in the original 911 Plan
- YOUR TRUNKING CONFIGURATION HAS CHANGED...
 - MF to SS7
 - Number of trunks changes due to traffic study or other
 - Addition of a switch
 - NXX additions

**YOU WILL NOT NEED TO UPDATE YOUR
911 PLAN UNTIL THE ANNUAL UPDATE IF:**

- YOUR METHODS OR PROCEDURES HAVE CHANGED...
 - Operator services
 - Call trace procedures
 - Data handling methods
- YOUR CONTACT INFORMATION HAS CHANGED...
 - Escalation contacts
 - Data contact
 - Primary 911 contact
 - 24 X 7 number

Minor changes listed above can just be handled by memo or email and then can be incorporated into the annual updates to the 911 Plan required by June 1 or each year.

MINNESOTA CODE OF ADMINISTRATIVE RULES, SECTION 7812.0550

7812.0550 911 EMERGENCY SERVICE CAPABILITIES AND REQUIREMENTS

Subpart 1. CLEC 911 plan. Before providing local service in a service area, a competitive local exchange carrier (CLEC) shall submit to the commission a comprehensive plan, detailing how it will provide 911 service to its customers in a manner consistent with applicable law, including chapter 1215, and comparable to the provision of 911 service by the local exchange carrier (LEC) operating in the competitive local exchange carrier's local service area. The CLEC filing the plan shall serve the plan on the department, Office of Attorney General-Residential Utilities Division (OAG-RUD), Department of Administration, and, if the CLEC proposes to serve within the metropolitan area, as defined in Minnesota Statutes, section 403.02, the Executive Director of the Metropolitan 911 Board. The commission shall not permit the CLEC to begin providing local service until the commission has approved the plan.

Subp. 2. LEC cooperation. A LEC shall provide a CLEC with the access to facilities and information necessary to enable the CLEC to meet its 911 service obligations. With respect to resale service, the LEC shall provide a CLEC customer's name, address, and telephone number information to the automatic location identification (ALI) database provider within 24 hours of the daily close of service order activity.

Subp. 3. Factors to apply in reviewing CLEC plan. In determining whether to approve a competitive local exchange carrier's 911 plan under subpart 1, the commission shall consider, at a minimum, the competitive local exchange carrier's ability and intent to:

- A. comply with chapter 1215;
- B. integrate into the 911 tandem network as specified in the relevant county plan to achieve appropriate tandem-based choking, if the county is served by a tandem network;
- C. design a network with adequate diversity and default-routing capability;
- D. provide for the display at the public safety answering point (PSAP) of the customer's old and new telephone numbers when call-forwarding technology is used for interim number portability;
- E. cooperate with each relevant county and system integrator in developing a 911 contingency plan;
- F. maintain circuit-routing profiles and expedite service restoration;
- G. share customer information and data consistent with current national standards for sharing information related to providing emergency telephone service;
- H. enter into nondisclosure agreements with the ALI database provider;
- I. submit data to the ALI database provider in the format required by the database provider;
- J. ensure that the competitive local exchange carrier's identity is shown on the ALI record and displayed at the PSAP to the extent required by the county; and
- K. provide for operator-assisted emergency calls, including calls from speech-impaired, hearing-impaired, or non-English speaking customers.

Subp. 4. Use of decision criteria. The factors identified in subpart 3, items A to K, must be considered as criteria to assist the commission in its evaluation of the adequacy of 911 plans. No one factor may be considered dispositive.