

ADMINISTRATIVE COUNCIL FOR TERMINAL ATTACHMENTS (ACTA)

MEETING DATE: June 9, 2004

TITLE: ACTA Secretariat Report (incl./Action Items)

SOURCE*: Forrest Wilhoit

PURPOSE: Informative (Report)

DISTRIBUTION TO: ACTA All

ABSTRACT

The following is the Secretariat's written report on ACTA-related activities, events, and work-efforts since the last ACTA General Meeting, March 18, 2004.

This Secretariat report is as of June 7, 2004.

NOTICE

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A. Report on Secretariat's Action Items

The following is the Secretariat's written report on the Action Items stemming from the ACTA March 18, 2004 meeting.

Item 1:

ACTA Database Manager Mark Cassarino will look into the feasibility of tracking waiver issues on the ACTA database and will report back to the ACTA. Tim Jeffries will pull together a white paper that spells out the waiver process to be submitted for posting. The group further agreed that they will draft a letter to the FCC notifying them of ACTA's chosen approach to the waiver process.

The ability to track waivers in the Part 68 database is possible; however it will require considerable resources to accomplish this task. Unfortunately the ability to track waivers was never part of the initial restructuring of the Part 68 AOF filing system or in the original Part 68 access database. The desired changes would not only require changes in programming to the graphical user interface, but also fundamental changes to the table structure of the database. These are changes that will require a testing environment (recreation of the Part 68 database on a test server) that will need to be thoroughly tested before updating the live environment.

The following is an estimate of the resources needed:

Time: 3-6 months for the creation of a test environment, development, programming, and testing.

Cost: \$6,000 - \$9,000

Item 2:

Jim Haynes will provide the ACTA with the documentation on TRIC to assist the ACTA in evaluating the possibility of contributing data to the TRIC.

Mr. Haynes will update the ACTA verbally on this matter at the June 9, 2004 ACTA meeting.

B. Secretariat Report on ACTA Activities:

The following is the Secretariat's written report on activities and events relevant to the ACTA since the last ACTA meeting on March 18, 2004.

I. ACTA On-line Filing ("AOF")/TTE Submission Update:

There are no major changes to report. AOF Filings continue to run smoothly and submissions are audited for completeness and accuracy.

II. ACTA Educational/Awareness Initiatives:

Preparations for the 2004 ACTA Educational Conference are well underway. The Hamilton Crowne Plaza has been selected as a location for the event, and speakers have

been confirmed. Forrest Wilhoit has been working with ATIS marketing staff to develop a plan for marketing the event, and media placement of advertising has been secured in OSP magazine. Conference information and registration materials have been placed on the ACTA website.

III. U.S. Agent of Service

During a recent transfer of Responsible Party filing, the Secretariat noticed a number of filings associated with the Responsible Party being acquired lacked US Agent of Service information. Further research led the Secretariat to believe that it is within the scope of the ACTA to take actions to maintain this information accurately. The Secretariat asked the Council Members if it agreed that during the transfer of RPC process it is appropriate to require the acquiring Responsible Party (the "successor") to provide current US Agent of Service information for every filing in the part 68 database.

The Council Members were polled for their interpretation of 2003 47 CFR Part 68 as it relates to this matter on April 29th 2004. The Council unanimously supported the Secretariat's suggestion to require the US Agent of Service information be updated during and RPC transfer process.

IV. Liaison(s) Request:

In May 2004, John Bipes attended the TR41.9/T1 meeting in Charlotte, NC as the ACTA liaison and provided a written and verbal report on the activities of ACTA.

IV. Technical Criteria:

On April 15, 2004, ACTA released PN-02, announcing the adoption of the technical standard entitled, "Telecommunications Telephone Terminal Equipment Technical Requirements for Connection of Terminal Equipment to the Telephone Network Addendum 2, TIA-968-A-2 (Addendum 2 to TIA-968-A)".

In order to clarify ACTA technical document information and prevent confusion, the ACTA documents web page has been updated to reflect the ACTA adopted date for all technical criteria. Changes can be viewed on the following link:

<http://www.part68.org/documents.cfm>