

**ADMINISTRATIVE COUNCIL FOR TERMINAL ATTACHMENTS (ACTA)**

MEETING DATE: December 10, 2002

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

SOURCE\*: Tim Jeffries

PURPOSE: Informative (Report)

DISTRIBUTION TO: ACTA All

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**ABSTRACT**

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The following is the Secretariat's written report on ACTA-related activities, events, and work-efforts since the last ACTA General Meeting, August 8, 2002.

This Secretariat report is as of November 8, 2002.

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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 August 8, 2002 meeting.

**Item #1:**

*AGREEMENT REACHED AND ACTION ITEM: The revised Operating Principles and Procedures (ACTA-EXEC-02-07-12-07) was conditionally approved. The Secretariat will make editorial changes to the document and post it to the web site for a one-week review period.*

Pursuant to request, editorial changes were made to the proposed Operating Principles and Procedures ("OP&P") and distributed to the Council Members for consideration. No negative responses were received. Subsequently, the revised OP&P, Revision 1.2, Adopted September 3, 2002 was released and posted to the ACTA web site.

**Item #2:**

*ACTION ITEM: Mr. Jeffries will make all suggested changes to the revised Guidelines and Procedures (Contribution ACTA-02-08-08-04) and send it to the Council for its comment.*

Pursuant to request, changes were made to the proposed Guidelines and Procedures ("G&P") and distributed to the Council Members for consideration. No negative responses were received. Subsequently, the revised G&P, Revision 2.3, September 2002 was released and posted to the ACTA web site. Changes also included those identified under Action Item #3 and #4.

**Item #3 & #4:**

*ACTION ITEM: The Secretariat will change the word "filee" to "filer" throughout the Guidelines and Procedures document (Contribution ACTA-02-08-08-04). In addition, the change should be made in the AOF process as well.*

*ACTION ITEM AND AGREEMENT REACHED: The Secretariat will make a global change to all ACTA documents where there is mention of the PSTN. Instead of including just the PSTN in ACTA language, private line services should also be included. The language agreed upon is "public switched telephone network (PSTN) services and certain private line services that require such approval."*

In addition to modifying existing text in relevant ACTA documents, verbiage surrounding ACTA On-Line Filing ("AOF") was changed as well to reflect the Council's decision.

**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 August 8, 2002.

**I. ACTA On-line Filing ("AOF"):**

The development of the ACTA Online Filing is reaching its final stages of development. On July 29, 2002 a working version of the ACTA Online Filing system was released to the ACTA Database Working Group, and several Members agreed to work as Beta Testers on the AOF. Error reporting and comments were reported and then incorporated into the working version of the AOF. The ACTA Secretariat has been working off an internal version of the AOF and has been processing submissions through the AOF since August 1, 2002. Coupled with the comments and suggestions from the Beta Testers, this has allowed for additional testing of the AOF to isolate any issues.

On October 8, 2002, the revised version of the AOF was released to the ACTA Database Working Group and the Beta Testers for final review. The release of the AOF is being done in three stages.

- ▶ On October 29, 2002 the Phase I of the AOF release was initiated. TCBs that have filed Part 68 submissions in the past were contacted and the process of establishing a login and password to access the AOF was initiated.
- ▶ Phase II of the release will focus on Responsible Parties with high volumes of submissions. Similar to the approach utilized during Phase I, parties will be contacted to establish their login & password.
- ▶ The final Phase III will consist of issuing a Public Notice and opening up the AOF to the general public.

This controlled release will allow the greatest amount of support for filing parties. In the months to follow, support will be provided to users of the AOF. The ACTA Secretariat will continue to process "special" submissions that are not supported by the AOF. For the next six months the AOF will continue to be closely monitored to identify any issues or concerns to provide the best available product.

**II. TTE Submission Update:**

- ▶ On September 6, 2002, the ACTA Secretariat released Public Notice, PN02-05 notifying parties of ACTA's inclusion of a \$150 surcharge for a period of 6 months, effective November 4, 2002. General responses to the ACTA Secretariat regarding this surcharge have been favorable.
- ▶ As of November 5, 2002 the ACTA Secretariat has entered 1,380 TTE filings (year to date for 2002) into the database of approved Part 68 equipment. Approximately, 60 filings are pending entry due to administrative errors.
- ▶ While a slight increase in the number of submissions to ACTA has been noted over the last 2 months, the number of submissions for the months remaining in 2002 is expected to decrease due to the traditional reduction in manufacturing at year's end. The inclusion of the surcharge is also expected to impact submissions, initially.

### III. ACTA Educational/Awareness Initiatives:

Several trade magazines have “picked-up” and published articles on the ACTA.

- ▶ In August 2002 *Conformity Magazine* ran a “News Break” article dealing with ACTA’s concerns over the reduction in TTE submissions, and included an “*Editor’s Letter*” on a Responsible Party’s responsibility. In October 2002 they again issued a “News Break” article on ACTA Public Notice PN02-05 regarding “Timeliness of Filings.” In November 2002 they are expected to publish a feature article on the privatization of Part 68 submitted by Mr. John Bipes.
- ▶ In November 2002, *Compliance Engineering* is expected to run an article on ACTA’s activities since assuming its duties and responsibilities. They will continue to monitor the ACTA and have asked to receive future “Public Notices.”

Also:

- ▶ The FCC has indicated that they will revise their Part 68 Homepage in November to include a section on “Frequently Asked Questions (FAQ)” concerning ACTA.
- ▶ ATIS included the ACTA within its *2001 Annual Report*.

### IV. Liaison(s) Request:

In September, Mark Cassarino, ACTA Database Manager, gave a presentation on the ACTA’s latest activities and its on-line filing system to the TCB Council. Afterwards, the TCB Council requested an official liaison with the ACTA. Mr. Roland Gubisch, ACTA Lab Segment Primary Rep., has graciously volunteered to act as the official ACTA liaison to the TCB Council.

### V. Inquiries:

As of late, an increase in the number of inquiries has been received regarding:

- ▶ Part 68 technical criteria for VDSL-supported products; and
- ▶ ACTA’s filing requirements for IP terminals as well as the applicability of Part 68 to IP terminal equipment.

The issue pertaining to IP terminals was distributed to the Council for deliberation.

### VI. Technical Criteria:

On November 7, 2002 the ACTA Secretariat issued Public Notice PN02-06 with which notification was issued of ACTA’s intent to adopt ANSI/TIA-968-A. As noted by Mr. Whitesell, Chair TIA-TR41, “TIA-968-A is a revision of IS-968 with an upgrade to ANS status. A part of that revision was to incorporate the stutter dial tone and ADSL criteria that we originally had to place in a separate document to comply with the FCC R&O, which required the initial issue of the industry standard to be technically identical to the existing Part 68 rules. The other significant changes in the document are outlined in the forward.”