



NANP Notification System (NNS) NANP Administration System (NAS) User Guide

Version: 1.0

Version History

Revision History		
Date	Version	Description
October 28, 2024	1.0	Initial release of the combined NAS NANP Administration System (NAS) User Guide for NANP Notification System (NNS).

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1 Introduction

1.1 Purpose

This document outlines the NANP Notification System (NNS) tools associated with the **Subscription Choice of NANP Notification System (NNS)** in the web-based application of the NANP Administration System (NAS). The **Subscription Choice of NANP Notification System (NNS)** in NAS automates the search function of NNS notifications. NAS manages NNS notifications by electronic means so that any registered user can access them via a connection to the World Wide Web.

1.2 NANP Notification System (NNS) Subscription

The **Subscription Choice of NANP Notification System (NNS)** allows a user to submit and view data associated with NANP Notification System (NNS) notifications. In order to access the **NANP Notification System (NNS)** toolbar, the **Subscription Choice of NANP Notification System (NNS)** must be selected in the user's profile [see the appropriate *NANP Administration System (NAS) User Registration Guide*] based on the user type.

The NNS notification search options available will be based on user type and the **NANP Notification System (NNS) Resource Subscription** checkboxes selected in the user's profile.

1.3 Content Summary

This document will guide users through the search process for the following types of notifications in the NANP Notification System (NNS):

- Select All
- CO Code/Thousands-Block
- Jeopardy
- Other Geographic Notifications
- NPA Relief Planning
- INC (Industry Numbering Committee) Guideline Changes
- NRUF Reporting
- NANPA Planning Letters
- Other Non-Geographic Notifications
- Other Resources
- p-ANI

1.4 Related Documents

Other related documents include the user's specific User Type *NANP Administration System (NAS) User Registration Guide* (e.g., Service Provider/Service Provider Consultant, FCC/State Regulator, etc.).

1.5 Conventions

This document presents the text that appears on NAS screens (e.g., toolbar items, field labels and button text) as well as internal and external document references. Toolbar items, field names and internal document references are shown in **bold black**, internal document references are hyperlinked, and external document references are *black italicized*.

1.6 User Access

The data available to an active NAS user with the subscription of **NANP Notification System (NNS)** shall be restricted based on the user type selected, the **NANP Notification System (NNS)**

Resource Subscription checkboxes selected in the user’s profile, and the State(s) and NPA(s) selected for geographic notifications.

NOTE: NPA Relief Planning notifications are only available to those entities directly involved in the development of area code relief plans.

NOTE: **Suspended** NAS users will continue to receive **NANP Notification System (NNS)** notifications but will not be able to use the **NANP Notification System (NNS)** function in NAS until they are active. **Disabled** NAS user will not receive **NANP Notification System (NNS)** notifications and will not be able to use the **NANP Notification System (NNS)** function in NAS until they are active.

1.7 Preparations

1.7.1 NANP Administration System (NAS) Registration

A user is required to have an approved user registration with the **Subscription Choice** of **NANP Notification System (NNS)** selected as the **Resource Subscription** selected in their user profile [see the User Type *NANP Administration System (NAS) User Registration Guide*].

1.7.2 Two-Factor Authentication

The NANP Administration System (NAS) requires two-factor authentication for FISMA compliance, therefore, NAS users are required to establish two-factor authentication in order to access the NAS (see the *Two-Factor Authentication User Guide*).

1.8 Troubleshooting

Any questions or issues may be emailed to support@nanpa.com or call 866-623-2282.

2 Login

To log in to NAS the user must be a registered user, have a valid and active username and password, and have established two-factor authentication.

2.1 NAS Log In

From the NANPA home page (<https://www.nanpa.com>), select **Login** located in the upper right corner (see in Figure 2-1), then **Log In To NAS** screen will be displayed (Figure 2-2).

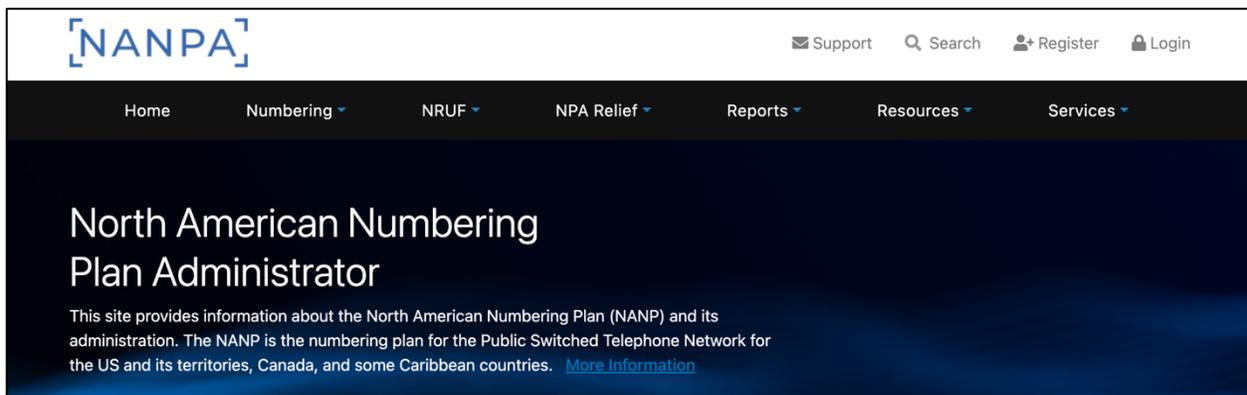


Figure 2-1

The NAS Log In screen (Figure 2-2) allows the user to enter their login credentials. All fields with a red asterisk (*) are required.

Figure 2-2

The user must enter valid data for the following fields:

- **Username**
- **Password**

When all data is entered the user must select **Login**. When all validations are met, NAS will provide the **Multi-Factor Verification** screen (Figure 2-3).

2.2 Multi-Factor Verification

The user must enter the Two-Factor Authentication code associated with their NAS account. All fields with a red asterisk (*) are required.

Figure 2-3

The user must enter a valid:

- **Verification Code**

When all data is entered, the user must select **Verify**. When all validations are met, NAS will provide the **Dashboard**.

3 Access NANP Notification System (NNS) Toolbar

To access the **NANP Notification System (NNS)** toolbar, which includes all tasks outlined in **1.3 Content Summary**, the user must have the **Subscription Choice** of **NANP Notification System (NNS)** in their user profile.

3.1 Accessing NANP Notification System (NNS) Toolbar

From the **Dashboard**, select **NANP Notification System (NNS)** from the toolbar (Figure 3-1).

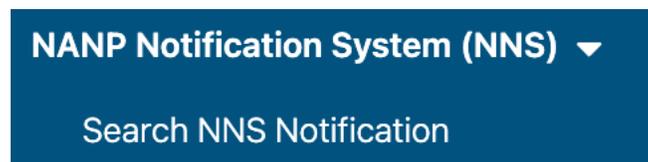


Figure 3-1

4 Search NNS Notification

This section provides direction on the **Search NNS Notification** functions which allows the user to search the following notification types:

- **Select All**, which allows users to search all NNS notifications in NAS.
- **CO Code/Thousands-Block**, which allows users to search CO Code/Thousands-Block related NNS notifications in NAS.
- **Jeopardy**, which allows users to search Jeopardy related NNS notifications in NAS.
- **Other Geographic Notifications**, which allows users to search Other Geographic (e.g., press releases, regulatory directives, etc.) NNS notifications in NAS.
- **NPA Relief Planning**, which allows users to search NPA Relief Planning related NNS notifications in NAS.
- **INC (Industry Numbering Committee) Guideline Changes**, which allows users to search all INC Guideline Change NNS notifications in NAS.
- **NRUF Reporting**, which allows users to search NRUF Reporting NNS notifications in NAS.
- **NANPA Planning Letters**, which allows users to search NANPA Planning Letter NNS notifications in NAS.
- **Other Non-Geographic Notifications**, which allows users to search Other Non-Geographic NNS notifications (e.g., NANPA process/personnel changes, international numbering activities, NANP Exhaust forecasts, system maintenance, client education, etc.) in NAS.
- **Other Resources**, which allows users to search Other Resource (5XX-NXX, 9YY-NXX, CIC) related NNS notifications in NAS.
- **p-ANI**, which allows users to search p-ANI related NNS notifications in NAS.

From the **Dashboard**, select **NANP Notification System (NNS)** from the toolbar, then **Search NNS Notification** (Figure 3-1). NAS will provide the Search NNS screen (Figure 4-1).

Figure 4-1

The user must select the following using the drop-down menu:

- **Type of Notification** (Figure 4-2)
- **State** (Figure 4-3)

Figure 4-2

NOTE: The **Type of Notifications** listed will depend on the **NANP Notification System (NNS) Resource Subscription** checkboxes selected in the user’s profile.

NOTE: When **Select All** is selected, NAS will provide data for all NNS notifications that meet the search criteria entered.

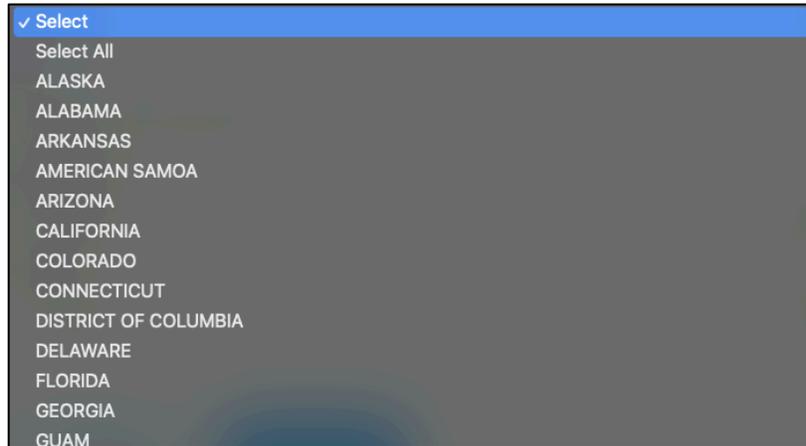


Figure 4-3

NOTE: When **Select All** is selected, NAS will provide data for all selected **Type of Notification(s)**.

The user may also select the following using the drop-down menu:

- **NPA** (Figure 4- 4-4)



Figure 4-4

NOTE: When **Select All** is selected, NAS will provide data for all NPAs in the selected **State(s)**.

The user must enter the following:

- **From Date**
- **To Date**

To clear the data from the fields, the user must select **Clear Form**.

The user must select **View Notifications** to proceed. NAS will provide all notifications meeting the search criteria at the bottom of the **Search NNS** screen (Figure 4-5).

NOTE: The results will include the following information (Figure 4-6 and Figure 4-7), however, the user will need to scroll left to see the following information:

- **Date Sent**
- **State(s)**
- **NPA(s)**
- **Type of Notification**
- **Title**

- **View**

To view a notification, select the **eye** icon (Figure 4-3), NAS will open the notification in a new window.

Search NNS

Type of Notification *

Select All
✓ ▾

State *

ARIZONA
✓ ▾

NPA

Select All
▾

From Date *

01/01/2024
✓
🗓

To Date *

08/31/2024
✓
🗓

Clear Form

View Notifications

Date Sent ▲	State(s)	NPA(s)	Type of Notification	Title
01/02/2024	N/A	N/A	Other Non-Geographic Notifications	2023 Annual Carrier Identification Code (CIC) Reportin
01/08/2024	N/A	N/A	Other Non-Geographic Notifications	NANPA System and Website Update
01/16/2024	N/A	N/A	NRUF Reporting	February 1, 2024 NRUF Due Date Approaching
01/24/2024	N/A	N/A	NANPA Planning Letters	NANPA Planning Letter 614
02/01/2024	N/A	N/A	Other Non-Geographic Notifications	2023 Annual Carrier Identification Code (CIC) Reportin
02/01/2024	N/A	N/A	Other Non-Geographic Notifications	NANC Seeks Public Input on the 2023 Performance of
02/06/2024	N/A	N/A	NANPA Planning Letters	NANPA Planning Letter 624
02/13/2024	N/A	N/A	NANPA Planning Letters	NANPA Planning Letter 625
02/26/2024	N/A	N/A	Other Non-Geographic Notifications	REMINDER - NANC Seeks Public Input on the 2023 Per
03/01/2024	N/A	N/A	Other Non-Geographic Notifications	2023 Annual Carrier Identification Code (CIC) Reportin

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Figure 4-1

Date Sent ▲	State(s)	NPA(s)	Type of Notification
01/02/2024	N/A	N/A	Other Non-Geographic Notifications
01/08/2024	N/A	N/A	Other Non-Geographic Notifications
01/12/2024	CA	559	NPA Relief Planning
01/16/2024	N/A	N/A	NRUF Reporting
01/16/2024	TN	423	NPA Relief Planning
01/18/2024	CA	559	NPA Relief Planning
01/24/2024	CO	970	NPA Relief Planning
01/24/2024	N/A	N/A	NANPA Planning Letters
01/29/2024	CA	559	NPA Relief Planning
02/01/2024	N/A	N/A	Other Non-Geographic Notifications

Figure 4-2

Title	View
2023 Annual Carrier Identification Code (CIC) Reporting Timeframe 1/1/24 3/31/24	View
NANPA System and Website Update	View
REMINDER NOTICE: (CA) 559/357 NPA Invitation to Initial Implementation Meeting on January 16, 2024	View
February 1, 2024 NRUF Due Date Approaching	View
(TN) Industry Implementation Committee Meeting for the 423/729 NPA Overlay	View
(CA) Industry Implementation Committee Meeting for the 559/357 NPA Overlay and Urgent Need for PEP Task Force Subcommittee Volunteers	View
REMINDER NOTICE: (CO) 970 NPA Notice of Initial Implementation Meeting on January 26, 2024	View
NANPA Planning Letter 614	View
(CA) 559 NPA Draft Minutes of January 16, 2024 Initial Implementation Meeting and Volunteers Needed for PEP Task Force Subcommittees	View
2023 Annual Carrier Identification Code (CIC) Reporting Timeframe 1/1/24 3/31/24	View

Figure 4-3