



Directory Listing Verification & Reports

Carrier Services

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Created: 6/22/2010

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Directory Listing Verification & Reports

Overview

During the course of the year, Local Service Providers (LSPs) submit Directory Listing requests via a Local Service Request (LSR). To assist LSPs in the process of verifying the listing request has been completed as requested, Frontier has verification tools available for this purpose.

Directory Listing Inquiry (DLI) Pre-Order transaction

In Frontier of West Virginia, Local Service Providers should verify the listings by reviewing them on the Directory Listing Inquiry (DLI) Pre-Order transaction.

The Directory Listing Inquiry allows the CLEC to access the listing data belonging to an end user. CLEC have the ability to view both simple and complex listings before making changes to an end user's listing. The Directory Listing inquiry provides a search of the listing databases using a variety of selection criteria. It offers structure information for caption listings, Alpha/Numeric Listing Identifier Codes (ALI) and offers refining choices using "Package ID" and "Listing ID" fields.

The required fields for submission of this inquiry is the "Style Code" and "State/Province."

When the correct spelling of the listing is known and the listing contains more than 12 characters, enter the first 12 characters of the listing being requested, excluding any spaces and special characters, in the "Finding Name" field.

If the listing contains 12 characters or less, enter the complete listing, excluding any spaces and special characters, in the "Finding Name" field.

When the exact listing or correct spelling is not known, enter from 4 to 11 characters followed by a % in the "Finding Name" field.

Pre-Order Samples

The following sample scenarios illustrate the proper fields and valid entries for each of these transactions:

Request a directory listing

- Using the end user's Listed Telephone Number (LTN)

No.	Field	Field Description	Input	Business Rule Entry
2	TXNUM	Transaction Number	Identifies the customer provided tracking number to link the inquiry with the response	xxxxxxxxxxxx
3	TXTYP	Transaction Type	Directory Listing	T
4	D/TSENT	Date and Time Sent	June 8 2006 0800	200608080800
5	CC	Company Code	Z001	Z001
5a	TXACT	Transaction Activity	New Inquiry	A
30	STATE	State/Province	New York	NY
58	STYC	Style Code	Straightline	SL
62	LTN	Listed Telephone Number	6315558626	6315558626

- Using the end user's exact name

No.	Field	Field Description	Input	Business Rule Entry
2	TXNUM	Transaction Number	Identifies the customer provided tracking number to link the inquiry with the response	xxxxxxxxxxxx
3	TXTYP	Transaction Type	Directory Listing	T
4	D/TSENT	Date and Time Sent	June 8 2006 0800	200608080800
5	CC	Company Code	Z001	Z001
5a	TXACT	Transaction Activity	New Inquiry	A
30	STATE	State/Province	New York	NY
42c	FINDINGNAME	Finding Name	BARNEYSMYTHJ	BARNEYSMYTHJ
58	STYC	Style Code	Straightline	SL

Listing Verification Report

The Directory Listing Verification Report (LVR) files are intended for use just prior to the Directory close date to review all the listings your company has submitted for a particular directory. Directory Listing Verification Reports enable a Local Service Provider to confirm that the information sent to the directory publisher is accurate (i.e. there are no typographical or other errors). These reports will be automatically generated by Frontier and provided to Local Service Providers for each directory in which the Local Service Provider has entered end user listings for publication.

Corrections required as a result of Listing Verification Report review, should be submitted via the LSR process. These corrections will be processed as new, change or delete items, as appropriate, following normal listing service order procedures. If a correction is necessary due to a Frontier error, contact the National Market Center 1-888-608-8023 to have the correction made.

Note: The Listing Verification Report format is available electronically. Paper is not an available option. A list of the fields contained in the reports is detailed below.

Timeframes and Method of Delivery

The Listing Verification Report files will be automatically generated and provided to Local Service Providers 30 days prior to Telco Close (extracted the previous day). Electronic delivery is the only delivery method available. To assure prompt delivery of the files the Wholesale Customer Profile Form will need to include or be updated with the delivery method. Please work with your Frontier Account Manager to update the Directory section.

The electronic Listing Verification Reports are placed on the Customer Wholesale Portal in a zipped format. Once extracted, they will appear as flat text files designed to enable customers to import them into spreadsheet and database programs; as such they are very wide and not well suited for printing right from the Customer Wholesale Portal. Importing the file also gives users the ability to search and sort by type of listing, class of service, name, and Billing Account Number (BAN) or telephone number.

Directory Listing Verification Report files are created based upon the report schedule date associated with the directory production schedules, and are generated 30 business days prior to the Telco Close date (extracted one or two days prior). The LVR Schedules identify the date the LVRs are available for each directory. Reports are available for 90 days from the date they are first made available.

Establishing Connectivity to the Customer Wholesale Portal

In order to retrieve the Listing Verification Report LSPs must have access to the Customer Wholesale Portal (CWP). Local Service Providers will access the reports via a standard web browser to the Frontier.com website using secured HTTPS. To access the web portal, the LSPs must obtain a user name and password information from Frontier utilizing the CWP delegated user registration process.

Upon receipt of a User ID and Password the LSP will access the reports by clicking on the reports URL. The user will be asked to login. After a successful login, the user will be presented with the reports available for download. Only the reports that belong to the user's company will be shown to the user for download.

To register for CWP and obtain access to the Listing Verification Report please visit Frontier's Carrier Services website: <http://www.frontier.com/carrier> and follow the links to the Customer Wholesale Portal.

You will need to provide:

- Your name, title, address, telephone number, email address
- Your company name, CCNA(s), ECC(s), OCN(s)
- Your supervisor's name, title, telephone number, email address
- Specify Frontier of West Virginia

Trouble Reporting

Files should be available by the date designated on the LVR schedule. If a file is missing or not accessible please contact your Frontier Account Manager for assistance.

Fields Contained on the LVR Files

The Listing Verification Report format includes the following fields:

HEADER

Record Type
Telco Name
Directory Name
Directory Book Id
Directory Issue Year
Transmission Date
Filler

DETAIL RECORD

Record Type
Listing Type

Class of Service
 Indent Level
 Non-Word Indicator
 Name 1
 Name 2
 Title
 Designation
 Address
 Telephone Number
 Directory Code
 Foreign Listing Book
 Carrier Code
 Filler

TRAILER

Record Type
 Total Number of Listings

Directory Listings Verification Report Layout

Field Name	Length	Type	Notes
Header			
Record Type	1	A	Value of "H"
Telco Name	50	A	Carrier Name
Directory Name	50	A	Directory Book Name
Directory Book Id	6	A	Directory Book Number
Directory Issue Year	4	N	YYYY
Transmission Date	8	N	Date the LVR was created. MMDDYYYY
Filler	347	A	Blank. Reserved for future use.
Detail			
Record Type	1	A	Value of "D"
Listing Type	2	A	SL - Straight Line and CP - Caption
Class of Service	1	A	R for Residential and B for Business
Indent Level	1	N	Caption Indent Level
Non-Word Indicator	1	A	1 indicates that the listing is a non-word o/w value 0.
Name 1	75	A	Business Names, Surnames, Cross References
Name 2	30	A	First Name for residential listing
Title	20	A	Titles such as Sgt, Dr, Prof, Mrs - both Res and Business
Designation	20	A	Res and Bus listings with designations - atty, rl est,
Address	55	A	House Number, Street Prefix, St Name, POBox,
Telephone Number	10	A	NPA-NXX-LINE

Directory Verification and Reports

Directory Code	4	A	FL - Foreign Listing
Foreign Listing Book	6	A	
Carrier Code	4	A	CLEC Id
Filler	144	A	Used for future enhancements. Additional data elements can be placed in here. Individual data elements can be pipe delimited.
Trailer			
Record Type	1	A	Value of "T"
Total Number of Listings	9	N	Maximum Value of 999999999
Filler	456	A	Blank. Reserved for future use.
Field Name	Length	Type	Notes

View the [Directory Listing Verification Report Record Layout](#) and [LVR Schedules](#)