AT&T Switched Ethernet (ASE) Ordering Process

Create New Ethernet Virtual Circuit (EVC)

Scenario

You (Rick Miller from ABC Telecom) submitted a request to create a new standalone port for your customer (Data Systems) and you just received the below Firm Order Confirmation (FOC).

You are now ready to create a new Ethernet Virtual Circuit (EVC) to logically connect your two ports.

For this example, you are setting up a Point-to-Point (P2P) EVC. The first port (new standalone port you created for Data Systems) will have a Port-Based configuration and your existing port will have a VLAN-Based configuration.

Create New Ethernet Virtual Circuit (EVC)

Steps

#	Description	Example
1	Log in to CAFE.	
2	From the ASR menu, click **Create ASR**.	
3	On the **Create ASR** page, populate the following fields:	

As Request Type
This identifies the type of service being requested. Select **Ethernet Virtual Connection - Standalone (REQTYP = S)**. The S stands for Special Access.

Ethernet Virtual Connection - Standalone (REQTYP = S)

Click **Continue**.

4   On the **Administrative Section**, populate the following fields:

PON (Purchase Order Number)
Any unique number you choose to use for your company's internal records. Up to 16 alpha/numeric characters.

N323EVC

ICSC (Interexchange Customer Service Center)
Four-character code associated to the state where the port will be established.

SB01
(same as port ICSC)

Note: The ICSC code needs to match the first RUID (Related UNI Identifier) field on this EVC request. For example, if RUID #1 is in Atlanta and RUID #2 is in Dallas, then select SB01 (GA).

DDD (Desired Due Date)
Choose the date you are expecting for service turn-up. AT&T will meet this date if possible, if not, a new date will be given.

May 15 2018
(same as port due date)

PROJECT (Project Number)
This is an optional field to identify the AT&T Managed project with which this request is to be associated. If applicable, your AT&T Account Team will notify you of the project number.

Create New Ethernet Virtual Circuit (EVC)

Steps (continued)

#	Description	Example
	CNO (Case Number) A tracking number related to a special provisioning arrangement inquiry. Enter **ZZZZZZZZZZZZ** unless otherwise instructed.	ZZZZZZZZZZZZ (12 Zs)
	REQTYP (Requisition Type) The second field of REQTYP further identifies the type of service being requested. Always select **D - Manual/Mechanized**.	D - Manual/Mechanized
	ACT (Activity) Identifies the type of activity being requested for the service request. Select **N - New Installation** as the activity type.	N - New Installation
	RTR (Response Type Requested) Identifies the type of confirmation response you are requesting. Always enter **F - FOC Only**.	F - FOC Only
	CUST (Customer Name) Identifies the name of the company issuing this request.	ABC Telecom
	PIU (Percentage Interstate Usage) Identifies the expected percentage of interstate usage to be carried on the circuit. Always place value of **100**.	100
	QTY (Quantity) Identifies the number of ports you are requesting. Always enter **0000001**.	0000001
	BAN (Billing Account Number) Identifies the billing account to which the recurring and non-recurring charges will be billed. The BAN needs to be provided by your AT&T Account Manager. Note: Do not remove spaces and dashes. Do not place the letters N or E in this field, the actual BAN number needs to be populated.	123 N25-1000 (same as port BAN)

Create New Ethernet Virtual Circuit (EVC)

Steps (continued)

#	Description	Example
	REMARKS A comment area which can be used to expand upon or clarify other information for this service request. Click **Continue**.	EVC request.
5	On the **Bill Section**, populate the following fields:	
	BILLNM (Billing Name) Identifies the name of company where the bill will be sent.	ABC Telecom
	ACNA (Access Customer Name Abbreviation) The abbreviated name of the company to which the bill is to be sent. Needs to be same as the ACNA on the contract.	XXX
	FUSF (Federal Universal Service Fee) Identifies if the service being ordered should be either exempted or non-exempted from the Federal Universal Service Fee. Enter **E** for Exempt and **N** for Non-Exempt.	N (same as port FUSF)
6	On the **Contact Section**, populate the following fields:	
	INIT (Request Initiator) Identifies the name of the person who initiated this request.	Rick Miller
	TEL NO Enter the requester initiator's phone number.	770-454-4444
	DSGCON (DESIGN/ENGINEERING CONTACT) Identifies the names of the design and engineering contact.	Rick Miller
	TEL NO Enter the design/engineering contact's phone number.	770-454-4444

Create New Ethernet Virtual Circuit (EVC)

#	Description	Example
	IMPCON (Implementation Contact) Identifies the name of the employee or office that is responsible for implementation control at the end-customer's location.	Rick Miller
	TEL NO Enter the implementation contact's phone number.	770-454-4444
	Click **Continue**.	
7	On the **Firm Order** page, populate the following fields:	
	NC (Network-Channel Code) Identifies the customer's circuit configuration type: • **VLP-** = Virtual LAN Point-to-Point (P2P) • **VLM-** = Virtual LAN Multi-point (MTP)	VLP- (Don't forget the dash at the end)
	ICSC (Interexchange Customer Service Center) Four-character code associated to the state where the port will be established.	SB01 - GA
	Click **Validate NC**. If you get a successful transaction status, click **Continue**.	
8	On the **Ethernet Virtual Connection Detail Section**, populate the following field:	
	NUT (Number of Terminations) Identifes the number of EVC UNI terminations on the ASR. Valid entires: 01-20. Note: The total number of UREFs must equal the value of NUT. Click **Continue**.	02

Create New Ethernet Virtual Circuit (EVC)

Steps (continued)

#	Description	Example
9	On the **UNI Mapping Detail Section**, populate the following fields:	

Populate the following fields to create the First UREF:

Field	Description	Example
UREF (UNI Reference Number)	A unique reference number associated to each EVC UNI termination point.	01 (populated by default)
UACT (UNI Activity Indicator)	Identifies the activity that is taking place at this UNI termination point. (N- New, C - Change, D - Disconnect, K- Cancel, R - Record Activity)	N
NCI (Network Channel Interface Code)	Identifies the interface characteristics on the circuit at the Access Carrier Termination Location (ACTL) or primary location. • **Port-Based** - 02VLN.A2 (transports tagged & untagged traffic) • **VLAN-Based** - 02VLN.V (CE-VLAN field must be populated) Note: Refer to the ASE Business Service Guide for details.	02VLN.A2
EVCSP (Ethernet Virtual Connection Switch Point)	Identifies the Ethernet Switching Point (ESP) in CLLI code format at the UNI termination point. You can find the ESP value in the Location section of the standalone port ASR request.	MRTTJANA3FW
RUID (Related UNI Identifier)	Identifies the termination point's related Circuit ID for which the EVC activity is requested. Retrieve from *ECCKT* field in FOC (see page 1 of this guide). Ensure you use slashes and no spaces.	38/KQGN/123456//SB
LREF (Level of Service Reference)	Identifies the reference number associated to the level of service mapping configuration requested. Always enter **1**.	1

Create New Ethernet Virtual Circuit (EVC)

Steps (continued)

#	Description	Example
	LOSACT (Level of Service Activity Indicator) Identifies the activity for the level of service at the UNI termination occurence. Enter **N** for New, **C** for Change, **K** for Cancel, and **D** for Disconnect.	N (same as UACT value)
	SPEC (Service and Product Enhancement Code) Identifies the Class of Service (CoS) and number of MAC addresses.	OEMAR1 (same as port SPEC)
	BDW (CIR Bandwidth) Identifies the average rate in bits per second (bps). The M at the end of the value indicates Mega (M) bits per second (bps). Note: EVC CIR cannot exceed 1G without prior approval. Point-to-Point (P2P) EVC requires same bandwidth on both ports. Multi-Point (MTP) EVC does not require same bandwidth. Total EVC CIR bandwidth cannot exceed the UNI CIR value.	100M

Populate the following fields to create the Second UREF:

#	Description	Example
	UREF (UNI Reference Number) A unique reference number associated to each EVC UNI termination point.	02 (populated by default)
	UACT (UNI Activity Indicator) Identifies the activity that is taking place at this UNI termination point. (N- New, C - Change, D - Disconnect, K- Cancel, R - Record Activity)	N
	NCI (Network Channel Interface Code) Identifies the interface characteristics on the circuit at the Access Carrier Termination Location (ACTL) or primary location. • **Port-Based** - 02VLN.A2 (transports tagged & untagged traffic) • **VLAN-Based** - 02VLN.V (CE-VLAN field must be populated) Note: Refer to the ASE Business Service Guide for details.	02VLN.V

Create New Ethernet Virtual Circuit (EVC)

Steps (continued)

#	Description	Example
	EVCSP (Ethernet Virtual Connection Switch Point) Identifies the ethernet switching point (in CLLI code format) at the UNI termination point. Found in the ESP field of the ASR that created this UNI port (for support contact AT&T Account Team).	SMYRGAMA2ZW
	RUID (Related UNI Identifier) Identifies the termination point's related Circuit ID for which the EVC activity is requested. Found in the ECCKT field of the ASR that created this UNI port (for support contact AT&T Account Team).	76/KQGN/989891//SB
	CE-VLAN (Customer Edge Virtual Local Area Network) Identifies the activity requested for CE-VLAN. The VLAN ID needs to be between 0002-4090. Not applicable for Port-Based UNI termination point.	1000
	LREF (Level of Service Reference) Identifies the reference number associated to the level of service mapping configuration requested. Always enter **1**.	1
	LOSACT (Level of Service Activity Indicator) Identifies the activity for the level of service at the UNI termination occurence. Enter **N** for New, **C** for Change, and **D** for Disconnect.	N (same as UACT value)
	SPEC (Service and Product Enhancement Code) Identifies the Class of Service (CoS) and number of MAC addresses.	OEMAR1 (same as port SPEC)
	BDW (CIR Bandwidth) Identifies the average rate in bits per second (bps). The M at the end of the value indicates Mega (M) bits per second (bps). Note: Total EVC CIR bandwidth cannot exceed the UNI CIR value. Click **Continue**.	100M
10	Click **Continue** to submit your ASR to EXACT.	

Create New Ethernet Virtual Circuit (EVC)

Steps (continued)

#	Description
10	On the **ASR Confirmation** page, you will get the *ASR successfully submitted message*. This screen confirms your request to create an Ethernet Virtual Circuit has been submitted to the Service Center.

Create New Ethernet Virtual Circuit (EVC)

Order Status

We recommend you check your order status every 24 hours by logging into the CAFE Site
(if you are already logged in, click **mainmenu** in the upper right corner of the site to refresh)

Status Type	Description
PARTIAL	You started the request but have not yet submitted it to the Service Center.
RECEIVED	Request has been received by Center, order is pending.
CLARIFICATION	Request has been received by Center, but you need to clarify something. Click on the status to open a window displaying the details.
JEOPARDY	Request has been received by Center, but there are major issues with your request. Click on the status to open a window displaying the details.
CONFIRMED	The Firm Order Confirmation (FOC) information is now available. Highlight the confirmed ASR from the main menu, and then click "View Feedback".
COMPLETED	All work has been completed.
SUPP IN PROGRESS	A change request has been started, but not yet completed.
SUPP RECEIVED	A change request has been received, order is pending.

Note: You need to manually check status, an e-mail alert will not be sent.
Note: For support, contact AT&T Access Ordering Helpdesk (Phone: 214-268-1399)

Confirmation Feedback

Once your request is completed by the Service Center (**CONFIRMED** status), you will receive a Firm Order Confirmation (FOC) for your new EVC configuration.

To access the feedback screen, highlight the confirmed ASR from the main menu, and then click "View Feedback".