A. Introduction

This document contains the detailed automated data processing (ADP) specifications for the automated report to be filed as FCC Report 43-03, the ARMIS Joint Cost Report.

B. General Format and Media

1.   All data must be submitted on 3.5-inch high-density IBM-PC compatible diskettes. Each diskette must have a label that displays the report number, the company name, the COSA(s), the reporting period, the version, the submission number, and the date data was submitted to the FCC. Additionally, the label must be placed on the diskette so that it is readable with the metal plate facing down. See page 6 for sample diskette label.

2.   All files must be coded in ASCII.

3.   See sections B and C on pages 1 and 2 of the Reporting Procedures for a discussion of the Confidential Version, the Public Version, and the Unrestricted Version of this report and for a definition and discussion of data items that are "Not Available" or are "Withheld."

4.   The file name for each file has six components:

   a.   the four letter COSA code (CO = Company, SA = Study Area, see the COSA Code Table for a list of companies and their respective COSAs).
   b.   the last two digits of the year which is covered by the data.
   c.   the letters "JC".
   d.   a decimal point.
   e.   the letter "P", "C", or "U" to indicate whether this is the Public version, the Confidential version, or the Unrestricted version.
   f.   two digits (zero filled) for the submission number: Submission 00 is for test data purposes only; Submission 01 is for the first submission of a year's data. If there is a change in the data in either the automated or paper report, the carrier must resubmit both. A higher number (2, 3, etc.) and a new data entry date must be used each time a change occurs to denote a new submission. The automated and paper report submission numbers must be the same. When correcting format errors, a new submission number is not required, however, the data entry date must be changed to reflect the date of the format change.

   For example, the file name for the Unrestricted Version of the initial Joint Cost Report data file to be submitted by Illinois Bell to cover the calendar year 2000, would be LBIL00JC.U01:

	LBIL	COSA for Illinois Bell
	00	Data for calendar year 00
	JC	Joint Cost Report data file
	.	decimal point
	U	Unrestricted version
	01	First submission of this year's data

5.   A separate file must be prepared for each report. More than one file can be placed on the same diskette, as long as they cover the same period and version (different submission numbers are allowed).

C.   <u>Data Entry Conventions</u>

1.   Give each record a unique record number, beginning with 1001 and incrementing by one, with no numbers skipped.

2.   Begin each data record in column 1 and make each record the proper length as specified in the record layouts. Commas are used as delimiters between fields. All numeric fields are right justified and space filled, <u>e.g.</u> use <u>123</u>, NOT <u>123 </u>. All non-numeric fields are enclosed in double quotation marks and are left justified and space filled within these quotation marks, <u>e.g.</u> use <u>"John Doe "</u>.

3.   If an entry is to be a subtraction, indicate so by placing a minus sign in the column, <u>immediately</u> preceding the numeric data, <u>e.g.</u>, use -4, <u>NOT</u> - 4 or (4).

4.   Do NOT include "$", "%", embedded commas, decimal points, quotes or other formatting characters in any numeric data fields, except for row numbers and percentage fields, which will include a decimal point but not a percent sign.

5.   In any numeric data field designated by N/A, enter -99999. If a "Public Version" diskette is filed, enter -88888 in any numeric data field for which data are "Withheld" to indicate the confidential treatment has been requested. **DO NOT** override N/A. These entries must be formatted according to the format rules for the particular data field; <u>e.g.</u>, in the percentage fields, -99999 would be entered as -99999.00.

6.   If a reporting carrier wishes to apply data to a field containing an N/A, the carrier should enter as a footnote to the field, the amount(s) and an explanation. The amount(s) must not be entered in the N/A field. All other fields must be populated. If there are no data applicable to an open field, enter zero.

D.   Rounding Conventions

    1.   As specified in the Report Definition, all monetary figures must be rounded to the nearest thousand dollars.

    2.   Unless otherwise indicated, account balances must reflect the result of operations as of the end of the reporting period (December 20xx).

E.   Footnotes

    1.   If any data for the current period differs materially from those for the previous period and the difference is not self-explanatory but was caused by unusual circumstances, then include detailed footnote text to explain the specific circumstances.

    2.   If the reporting carrier does not follow the procedures described in the row and column instructions of the Report Definition, it must explain any deviations from those procedures in an explanatory footnote. Such footnotes must provide detailed explanations of the procedures actually used by the carrier and its specific reasons for deviating from procedures prescribed by the Commission's Rules. This provision should not be interpreted to mean that deviations from the prescribed rules will automatically be approved by the Commission. See Section E of the Reporting Procedures for examples of valid footnotes.

    3.   Footnote entries must provide detailed explanations for only those items reported in the current submission. Footnotes from prior submissions should be included only if they remain applicable. In other words, when a resubmission nullifies an existing footnote, remove the footnote.

    4.   Footnotes must be included in the footnote text record(s) of the automated report.

F.   Errata

    1.   Carriers are under a legal obligation to correct any erroneous data discovered in FCC Report 43-03. See Section B of the Reporting Procedures for use of submission numbers when an erratum occurs.

    2.   Submissions containing corrected data must include references to indicate which data items were corrected since the previous submission. If the data items being corrected impact other data items in the report, then those items must also be corrected and referenced. Erratum references should reflect only those items corrected in the new submission. References from prior submissions must not be included in the new submission.

3.   These references must be included in the Erratum Record(s). In addition, carriers must include in the transmittal letter, a brief statement indicating the reason for the errata.

G.   Data Validation Programs

1.   Each reporting carrier must validate its data by using the most recent edit check program(s), provided by the Commission, for the reporting year. When an error is detected, the carrier must correct the error prior to submitting the report to the Commission. Once the carrier corrects its data so that the edit check program identifies no errors, the carrier should submit the ARMIS report along with a copy of the edit check printout to the Commission verifying that the program did not identify any errors.

H.   Data Record Descriptions

The seven data record types are described below. Unless otherwise indicated, report the same number of records per record type, for both Class A and Class B account level reporting. See pages 7 through 17 for record layout. The automated file will consist of the following record types:

1.   Record Type H1 - Header Record
        One Type H1 record per file. The first record of each file. Contains identifying data. See page 7 for record layout.

2.   Record Type L2 - Label Record
        One Type L2 record per file. The second record of each file. Contains report number, accounting level reporting (Class A or Class B), carrier name, study area name, etc. See page 8 for record layout.

3.   Record Type J4 - Joint Cost Data Record
        213 Type J4 records per file for Class A account level reporting as shown on pages 3 – 20 of the Report Definition **or** 67 Type J4 records per file for Class B account level reporting as shown on pages 21 – 26. Each record contains data values for a particular account broken out by the columns. See pages 9 & 10 for record layout.

4.   Record Type C3 - Confidential Treatment Record
        Optional. Zero or more Type C3 records per file. Contains information to identify the data for which the carrier is seeking confidential treatment. See pages 11 & 12 for record layout.

5.   Record Type F2 - Footnote Record
        Optional. Zero or more Type F2 records per file. Contains explanatory footnote text. See pages 13 & 14 for record layout.

6. <u>Record Type E3 - Erratum Record</u>
    Zero Type E3 records in the first submission of a year's data. One or more Type E3 records per file in revisions filed to correct that year's submission. Each time an erratum occurs, a carrier must use a new submission number. The same submission number must be used for the automated report and the paper report. Contains information to identify the data which was corrected in the submission. See pages 15 & 16 for record layout.
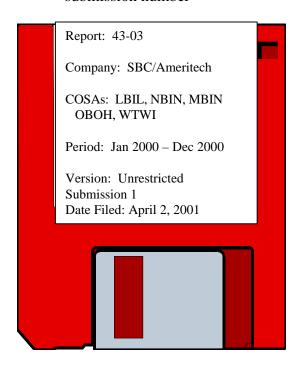
7. <u>Record Type T1 - Trailer Record</u>
    One Type T1 record per file. The last record of each file. Contains contact person, etc. See page 17 for record layout.
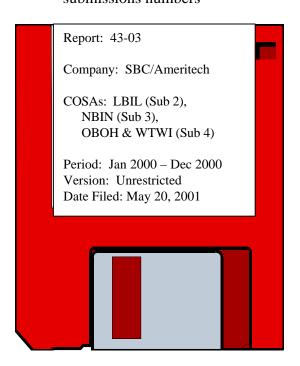
SAMPLE DISKETTE AND LABEL

Each diskette must have a label that displays the report number, the company name, the COSA(s), the reporting period, the version, the submission number, and the date data was submitted to the FCC. Additionally, the label must be placed on the diskette so that it is readable with the metal plate facing down.

Sample 1: COSAs with the same submission number

Sample 2: COSAs with different submissions numbers

Report: 43-03

Company: SBC/Ameritech

COSAs: LBIL, NBIN, MBIN
  OBOH, WTWI

Period: Jan 2000 – Dec 2000

Version: Unrestricted
Submission 1
Date Filed: April 2, 2001

Report: 43-03

Company: SBC/Ameritech

COSAs: LBIL (Sub 2),
  NBIN (Sub 3),
  OBOH & WTWI (Sub 4)

Period: Jan 2000 – Dec 2000
Version: Unrestricted
Date Filed: May 20, 2001

RECORD TYPE H1 - HEADER RECORD

Field	Item	Example	Position	Description
1	Record Number	1001	1 – 4	The sequential number of this record within this data file plus 1000. Format: Right justified and space filled.
2	COSA	"LBIL"	6 – 11	The COSA code for the filing entity. Format: Include quotation marks.
3	Record Type	"H1"	13 – 16	Always contains the letter H capitalized and the number 1 with no space between them. Format: Include quotation marks.
4	File Name	"LBIL00JC.U01"	18 – 31	The name of the ASCII file. Format: See page 1, paragraph B.4. Include quotation marks.
5	Year	2000	33 – 36	The year covered by the data.
6	Quarter #	0	38	Always contains the number 0 since this is an annual data file.
7	Data Entry Date	20010315	40 – 47	The date on which the data were last entered or revised. Format: YYYYMMDD.
8	Version	"U"	49 – 51	The version letter (P, C or U) capitalized (Public, Confidential or Unrestricted). Format: Include quotation marks.
9	Submission #	01	53 – 54	00 for test data purposes only; 01 for first submission of a year's data. Higher numbers (02, 03, etc.) are used each time a change occurs to denote a new submission. The same submission number must be used for the automated and paper reports. Format: Right justified.
10	End of Record Code	"XQ"	56 – 59	Always contains the letters XQ capitalized with no space between them to indicate the end of the record. Format: Include quotation marks.

Note: All fields are separated by commas.

```
           1         2         3         4         5
  12345678901234567890123456789012345678901234567890123456789
Sample record:
1001,"LBIL","H1","LBIL00JC.U01",2000,0,20010315,"U",01,"XQ"
```

RECORD TYPE L2 - LABEL RECORD

Field	Item	Example	Position	Description
1	Record Number	1002	1 – 4	The sequential number of this record within this data file plus 1000. Format: Right justified and space filled.
2	COSA	"LBIL"	6 – 11	The COSA code for the filing entity. Format: Include quotation marks.
3	Record Type	"L2"	13 – 16	Always contains the letter L capitalized and the number 2 with no space between them. Format: Include quotation marks.
4	Report Number	"FCC REPORT 43-03"	18 – 35	Always contains "FCC REPORT 43-03" capitalized. Format: Include quotation marks.
5	Account Filing Level	"A"	37 – 39	Account filing level (Class A or B) capitalized. Format: Include quotation marks.
6	Carrier	"Illinois Bell " (spaces until pos. 70)	41 – 71	Name of the carrier. Format: Left justified and space filled. Include quotation marks.
7	Study Area	"Illinois "	73 – 95	Name of the study area. Format: Left justified and space filled. Include quotation marks.
8	Period Covered	"Jan 2000 to Dec 2000"	97 – 118	Period covered by the data. Format: "mmm yyyy to mmm yyyy". Include quotation marks.
9	End of Record Code	"XQ"	120 – 123	Always contains the letters XQ capitalized with no space between them to indicate the end of the record. Format: Include quotation marks.

Note: All fields are separated by commas.

```
          1         2         3         4         5         6         7         8         9
1234567890123456789012345678901234567890123456789012345678901234567890123456
Sample record:
1002,"LBIL","L2","FCC REPORT 43-03,"A","Illinois Bell           ","Illinois           ",
```

```
    1         1         1
    0         1         2
7890123456789012345678901 23
Continuation of sample record:
"Jan 2000 to Dec 2000","XQ"
```

RECORD TYPE J4 - JOINT COST DATA RECORD

Field	Item	Example	Position	Description
1	Record Number	1044	1 – 4	The sequential number of this record within this data file plus 1000. Format: Right justified and space filled.
2	COSA	"LBIL"	6 – 11	The COSA code for the filing entity. Format: Include quotation marks.
3	Record Type	"J4"	13 – 16	Always contains the letter J capitalized and the number 4 with no space between them. Format: Include quotation marks.
4	Row Number	5200.0	18 – 23	Row numbers as identified on the Report Definition. Valid range: 230.0 to 750.0, 1220.0 to 7990.0. Format: Right justified and space filled, with one decimal place. Since all applicable row numbers are integers, append .0 to each row number.
5	Column (b) data	32592	25 – 33	This field contains the data corresponding to column (b) as shown on the Form Section of the Report Definition. DO NOT override designated N/As. Format: Right justified and space filled. Enter –99999 in integer rows and -99999.00 in percentage rows where a field is designated by N/A. Enter -88888 in integer rows and –88888.00 in percentage rows on the "public version" diskette to indicate that confidential treatment has been requested. All other fields must be populated. If there are no data applicable to an open field enter zero.
6	Column (c) data	5432	35 – 43	Column (c) data Format: See Field 5 above.
7	Column (d) data	5432	45 – 53	Column (d) data Format: See Field 5 above.
8	Column (e) data	5432	55 – 63	Column (e) data Format: See Field 5 above.
9	Column (f) data	34567	65 – 73	Column (f) data Format: See Field 5 above.
10	Column (g) data	54327	75 – 83	Column (g) data Format: See Field 5 above.

RECORD TYPE J4 - JOINT COST DATA RECORD (continued)

Field	Item	Example	Position	Description
11	Column (h) data	0	85 – 93	Column (h) data Format: See Field 5 above.
12	Column (i) data	16296	95 – 103	Column (i) data Format: See Field 5 above.
13	Column (j) data	88899	105 – 113	Column (j) data Format: See Field 5 above.
14	Column (k) data	2345	115 – 123	Column (k) data Format: See Field 5 above.
15	Column (l) data	4801	125 – 133	Column (l) data Format: See Field 5 above.
16	Column (m) data	9150	135 – 143	Column (m) data Format: See Field 5 above.
17	End of Record Code	"XQ"	145 – 148	Always contains the letters XQ capitalized with no space between them to indicate the end of the record. Format: Include quotation marks.

Note: Separate all fields with commas.

Footnote records are needed if any data for the current period differ materially from those for the previous period and the difference is not self–explanatory but was caused by unusual circumstances. Also, if the carrier does not follow the procedures described in the row/column instructions in the Report Definition, footnote records are needed.

```
                                                                                                    1
            1         2         3         4         5         6         7         8         9         0
   12345678901234567890123456789012345678901234567890123456789012345678901234567890123456789012345678901234
Sample records:
1003,"LBIL","J4",5001.0,     5432,     5432,   -99999,   -99999,   -99999,   -99999,   -99999,   -99999,
1033,"LBIL","J4", 525.0,    10864,    10864,   -99999,   -99999,   -99999,   -99999,   -99999,   -99999,
1044,"LBIL","J4",5200.0,    32592,     5432,   -99999,     5432,    34567,    54327,   -99999,    16296,
```

```
        1         1         1         1
        1         2         3         4
   56789012345678901234567890123456789012345678
Continuation of sample records:
   -99999,    36942,   -99999,   -99999,"XQ"
   -99999,        0,   -99999,    49405,"XQ"
   -99999,     2345,     4801,     9150,"XQ"
```

RECORD TYPE C3 - CONFIDENTIAL TREATMENT RECORD

Field	Item	Example	Position	Description
1	Record Number (for this record)	1216	1 – 4	The sequential number of this record within this data file plus 1000. Format: Right justified and space filled.
2	COSA	"LBIL"	6 – 11	The COSA code for the filing entity. Format: Include quotation marks.
3	Record Type	"C3"	13 – 16	Always contains the letter C capitalized and the number 3 with no space between them. Format: Include quotation marks.
4	Record Number (for the confidential data)	1003	18 – 21	This field contains the record number of the record which contains the data for which the carrier is seeking confidential treatment. If the request is for the entire column(s) or the entire submission, use 9999. Format: Right justified and space filled.
5	Table Number	"I "	23 – 28	This field contains the table number (Roman numerals) of the table in which the confidential data appear. If the request is for the entire table, use "ZZZZ". Format: Include quotation marks. Left justified and space filled.
6	Row Number	5001.0	30 – 35	This field contains the row number of the row which contains the confidential data as identified in the Report Definition. If the request is for the entire column(s), an entire table, or the entire submission, enter 9999.0. Format: Right justified and space filled, with one decimal place. Since all applicable row numbers are integers, append .0 to each row number.
7	Column Label	"B "	37 – 40	This field contains the column letter(s) of the confidential data as identified in the Report Definition. If the request is for an entire row, an entire table, or the entire submission, enter "ZZ". If the request is for more than one column but less than the entire row, then populate this field and as many as needed for fields 8 thru 26. Format: Include quotation marks. Left justified and space filled.

RECORD TYPE C3 - CONFIDENTIAL TREATMENT RECORD (continued)

Field	Item	Example	Position	Description
8	Second Column Label	"C "	42 – 45	
9	Third Column Label	"I "	47 – 50	Fields 8 through 26 are similar to field 7 and are used when the request is for the same row and more than one column. Otherwise, enter " ".
26	Twentieth Col. Label	" "	132 – 135	
27	End of Record Code	"XQ"	137 – 140	Always contains the letters XQ capitalized with no space between them to indicate the end of the record. Format: Include quotation marks.

Note: All fields are separated by commas.

```
            1         2         3         4         5         6         7         8         9
   1234567890123456789012345678901234567890123456789012345678901234567890123456789012345678901234567890123456
Sample records:
1216,"LBIL","C3",1003,"I   ",5001.0,"B ","C ","I ","  ","  ","  ","  ","  ","  ","  ","  ","  ","  ",
1217,"LBIL","C3",1012,"I   ", 520.0,"B ","C ","  ","  ","  ","  ","  ","  ","  ","  ","  ","  ","  ",
1218,"LBIL","C3",1033,"I   ", 525.0,"ZZ","  ","  ","  ","  ","  ","  ","  ","  ","  ","  ","  ","  ",
1219,"LBIL","C3",9999,"I   ",9999.0,"L ","  ","  ","  ","  ","  ","  ","  ","  ","  ","  ","  ","  ",
```

```
     1         1         1         1         1
     0         1         2         3         4
   7890123456789012345678901234567890123456789 0
Continuation of sample records:
"  ","  ","  ","  ","  ","  ","  ","  ","XQ"
"  ","  ","  ","  ","  ","  ","  ","  ","XQ"
"  ","  ","  ","  ","  ","  ","  ","  ","XQ"
"  ","  ","  ","  ","  ","  ","  ","  ","XQ"
```

<u>RECORD TYPE F2 - FOOTNOTE TEXT RECORD</u>

<u>Field</u>	<u>Item</u>	<u>Example</u>	<u>Position</u>	<u>Description</u>
1	Record Number (for <u>this</u> record)	1220	1 – 4	The sequential number of <u>this</u> record within this data file plus 1000. Format: Right justified and space filled.
2	COSA	"LBIL"	6 – 11	The COSA code for the filing entity. Format: Include quotation marks.
3	Record Type	"F2"	13 – 16	Always contains the letter F capitalized and the number 2 with no space between them. Format: Include quotation marks.
4	Record Number (for the footnoted data)	1003	18 – 21	This field contains the record number of the record which contains the footnoted data. If the footnote pertains to the entire column(s), an entire table, or the entire submission, use 9999. Format: Right justified and space filled.
5	Table Number	"I "	23 – 28	This field contains the table number (Roman numerals) of the table in which the footnoted data appear. If the footnote pertains to an entire table, use "ZZZZ". Format: Include quotation marks. Left justified and space filled.
6	Row Number	5001.0	30 – 35	This field contains the row number of the row which contains the footnoted data as identified in the Report Definition. If the footnote pertains to the entire column(s), an entire table, or the entire submission, enter 9999.0. Format: Right justified and space filled, with one decimal place. Since all applicable row numbers are integers, append .0 to each row number.
7	Column Label	"B "	37 – 40	This field contains the column letter(s) of the footnoted data as identified in the Report Definition. If the footnote pertains to an entire row, an entire table, or the entire submission, enter "ZZ". Format: Include quotation marks. Left justified and space filled.
8	Footnote Number	1	42 – 44	The number of this particular footnote. Valid range: 1 to 999. Format: Right justified and space filled.

RECORD TYPE F2 – FOOTNOTE TEXT RECORD (continued)

Field	Item	Example	Position	Description
9	Sequence Number	1	46 – 47	The sequence number of the record within the footnote. In other words, the order of the specific record in the sequence of records which, when combined, will provide the entire footnote. Valid range: 1 to 99. Format: Right justified and space filled.
10	Footnote Text	"Footnote text " (Spaces until pos. 104)	49 – 105	The text of the footnote or of the continuation line. Format: Include quotation marks at the beginning and end of this field and left justify within these quotation marks.
11	End of Record Code	"XQ"	107 – 110	Always contains the letters XQ capitalized with no space between them to indicate the end of the record. Format: Include quotation marks.

Note: All fields are separated by commas.

Footnote records are needed if any data for the current period differ materially from those for the previous period and the difference is not self–explanatory but was caused by unusual circumstances. Also, if the carrier does not follow the procedures described in the row/column instructions in the Report Definition, footnote records are needed.

Footnote entries must provide detailed explanations for only those items reported in the current submission. Footnotes from prior submissions should be included only if they remain applicable. In other words, when a resubmission nullifies an existing footnote, remove the footnote

```
                                                                                        1           1
          1         2         3         4         5         6         7         8         9         0           1
1234567890123456789012345678901234567890123456789012345678901234567890123456789012345678901234567890
Sample records:
1220,"LBIL","F2",1003,"I  ",5001.0,"B ",  1, 1,"Footnote text for footnote 1                          ","XQ"
1221,"LBIL","F2",1003,"I  ",5001.0,"B ",  1, 2,"continuation text for footnote 1                      ","XQ"
1222,"LBIL","F2",1003,"I  ",5001.0,"B ",  1, 3,"last line of footnote 1.                              ","XQ"
1223,"LBIL","F2",1003,"I  ",5001.0,"C ",  2, 1,"Footnote 2 pertains to Col C of Table 1 row 5001,     ","XQ"
1224,"LBIL","F2",1033,"I  ", 525.0,"ZZ",  3, 1,"Footnote 3 pertains to all cols. of Table I row 525.0.","XQ"
1225,"LBIL","F2",9999,"I  ",9999.0,"K ",  4, 1,"Footnote 4 pertains to all rows of Table I column K.  ","XQ"
```

RECORD TYPE E3 - ERRATUM RECORD

Field	Item	Example	Position	Description
1	Record Number (for this record)	1226	1 – 4	The sequential number of this record within this data file plus 1000. Format: Right justified and space filled.
2	COSA	"LBIL"	6 – 11	The COSA code for the filing entity. Format: Include quotation marks.
3	Record Type	"E3"	13 – 16	Always contains the letter E capitalized and the number 3 with no space between them. Format: Include quotation marks.
4	Record Number (for the corrected data)	1003	18 – 21	This field contains the record number of the record which contains the data which were corrected in this submission. If the entire column(s), an entire table, or the entire submission was corrected, use 9999. Format: Right justified and space filled.
5	Table Number	"I "	23 – 28	This field contains the table number (Roman numerals) of the table in which the corrected data appear. If an entire table or submission was corrected, use "ZZZZ". Format: Include quotation marks. Left justified and space filled.
6	Row Number	5001.0	30 – 35	This field contains the row number of the row which contains the corrected data as identified in the Report Definition. If the entire column(s), an entire table, or the entire submission was corrected, enter 9999.0. Format: Right justified and space filled, with one decimal place. Since all applicable row numbers are integers, append .0 to each row number.
7	Column Label	"B "	37 – 40	This field contains the column letter of the corrected data as identified in the Report Definition. If an entire row, an entire table, or the entire submission was corrected, enter "ZZ". If more than one column but less than the entire row was corrected, then populate this field and as many as needed of fields 8 through 26. Format: Include quotation marks. Left justified and space filled.

RECORD TYPE E3 - ERRATUM RECORD (continued)

Field	Item	Example	Position	Description
8	Second Column Label	"C "	42 – 45	
9	Third Column Label	" "	47 – 50	Fields 8 thru 26 are similar to Field 7 and are used when the correction is in the same row and more than one column.
.				
.				
.				Otherwise, enter " ".
26	Twentieth Col. Label	" "	132 – 135	
27	Footnote Number	1	137 – 139	This field contains the footnote number that explains the correction. If there is no footnote, use a zero. Format: Right justified and space filled.
28	End of Record Code	"XQ"	141 – 144	Always contains the letters XQ capitalized with no space between them to indicate the end of the record. Format: Include quotation marks.

Note: All fields are separated by commas.

When an erratum occurs, carriers must use higher submission numbers and a new data entry date to denote a new submission. If there is a change in either the automated or paper report, the carrier must re-submit both. The automated report and the paper report submission numbers must be the same.

If the data items being corrected impact other data items in the report, then those items must also be corrected and referenced. Erratum references should reflect only those items corrected in the new submission. References from prior submissions must not be included in the new submission.

In addition to including these references in the erratum record(s) of the automated report, carriers must include a brief statement indicating the reason for the errata in the transmittal letter.

```
          1         2         3         4         5         6         7         8         9
123456789012345678901234567890123456789012345678901234567890123456789012345678901234567890123456
Sample records:
1226,"LBIL","E3",1003,"I   ",5001.0,"B ","C "," "," "," "," "," "," "," "," "," "," "," ",
1227,"LBIL","E3",1033,"I   ", 525.0,"ZZ"," "," "," "," "," "," "," "," "," "," "," "," ",
1228,"LBIL","E3",9999,"I   ",9999.0,"K "," "," "," "," "," "," "," "," "," "," "," "," ",
```

```
  1         1         1         1         1
  0         1         2         3         4
78901234567890123456789012345678901234567890123  4
Continuation of sample records:
" "," "," "," "," "," "," "," ",  1,"XQ"
" "," "," "," "," "," "," "," ",  3,"XQ"
" "," "," "," "," "," "," "," ",  4,"XQ"
```

RECORD TYPE T1 - TRAILER RECORD

Field	Item	Example	Position	Description
1	Record Number	1229	1 – 4	The sequential number of this record within this data file plus 1000. Format: Right justified and space filled.
2	COSA	"LBIL"	6 – 11	The COSA code for the filing entity. Format: Include quotation marks.
3	Record Type	"T1"	13 – 16	Always contains the letter T capitalized and the number 1 with no space between them. Format: Include quotation marks.
4	Contact Person	"John Doe " (spaces until pos. 58)	18 – 59	The name of the person to contact if there are questions about the report. Format: Include quotation marks.
5	Telephone #	"(202) 555-1212 x123 "	61 – 82	The Contact Person's telephone number. Format: Include quotation marks.
6	End of Record Code	"XQ"	84 – 87	Always contains the letters XQ capitalized with no space between them to indicate the end of the record. Format: Include quotation marks.

Note: All fields are separated by commas.

```
          1         2         3         4         5         6         7         8
123456789012345678901234567890123456789012345678901234567890123456789012345678901234567
Sample record:
1229,"LBIL","T1","John Doe                               ","(202) 555-1212 x123 ","XQ"
```

A.   Introduction

This document contains the page layout and detailed specifications for the paper report to be filed as FCC Report 43-03, the ARMIS Joint Cost Report.

B.   General Instructions

1.   See sections B and C on pages 1 and 2 of the Reporting Procedures for a discussion of the Confidential Version, the Public Version, and the Unrestricted Version of this report and for a definition and discussion of data items that are "Not Available" or are "Withheld."

2.   The paper report must be printed on 8 1/2 inch by 11 inch paper. For ease of preparation, an original may be produced on larger paper and reduced to this size for submission. Copies filed must be legible and permanent, in black ink. The report may be printed in portrait mode (8 1/2 inches across the top of the page) or landscape mode (11 inches across the top of the page). In portrait mode, the printing should not be smaller than 17 characters per inch and 8 lines per inch; in landscape mode, the printing should not be smaller than 15 characters per inch and 10 lines per inch.

C.   Data Entry Conventions

1.   If an entry is to be a subtraction, indicate so by placing a minus sign in the column immediately preceding the numeric data, e.g., use -4, NOT - 4 or (4).

2.   Items that need not be reported because they do not apply are designated by N/A. If a "Public Version" report is filed, enter W/H in any numeric data field for which data are "Withheld". **DO NOT** override N/As. If a reporting carrier wishes to apply data to a field containing an N/A, the carrier should enter as a footnote to the field, the amount(s) and an explanation. The amount(s) must not be entered in an N/A field. All other fields must be populated. If there are no data applicable to an open field enter zero.

D.   Rounding Conventions

1.   As specified in the Report Definition, all monetary figures must be rounded to the nearest thousand dollars.

2.   Unless otherwise indicated, account balances must reflect the results of operations as of the end of the reporting period (December 20xx).

E.   Footnotes

1.   If any data for the current period differs materially from those for the previous period and the difference is not self-explanatory but was caused by unusual circumstances, then include detailed footnote text to explain the specific circumstances.

2.   If the reporting carrier does not follow the procedures described in the row and column instructions of the Report Definition, it must explain any deviations from those procedures in an explanatory footnote. Such footnotes must provide detailed explanations of the procedures actually used by the carrier and its specific reasons for deviating from procedures prescribed by the Commission's Rules. This provision should not be interpreted to mean that deviations from the prescribed rules will automatically be approved by the Commission. See Section E of the Reporting Procedures for examples of valid footnote text.

3.   Footnote entries must provide detailed explanations for only those items reported in the current submission. Footnotes from prior submissions should be included only if they remain applicable. In other words, when a resubmission nullifies an existing footnote, remove the footnote.

4.   Footnotes must be included in the Footnote Table, not on individual table pages.

F.   Errata

1.   Carriers are under a legal obligation to correct any erroneous data discovered in FCC Report 43-03. See Section B of the Reporting Procedures for use of submission numbers when an erratum occurs.

2.   Submissions containing corrected data must include references to indicate which data items were corrected since the previous submission. If the data items being corrected impact other data items in the report, then those items must also be corrected and referenced. Erratum references should reflect only those items corrected in the new submission. References from prior submissions must not be included in the new submission.

3.   These references must be included in the Erratum Table. In addition, carriers must include in the transmittal letter, a brief statement indicating the reason for the errata.

G.   Data Validation Programs

1.   Each reporting carrier must validate its data by using the most recent edit check program(s), provided by the Commission, for the reporting year. When an error is detected, the carrier must correct the error prior to submitting the report to the Commission. Once the carrier corrects its data so that the edit check program

identifies no errors, the carrier should submit the ARMIS report along with a copy of the edit check printout to the Commission verifying that the program did not identify any errors.

H.   Page Layouts

1.   The page layout for this report is illustrated in the Form Section of the Report Definition. There is a separate "table view" for Class A account and Class B account filing levels. Depending upon the account level used, the carrier should submit only the "table view" that applies.

2.   The following note must appear at the bottom of all pages, where applicable. THE COMPANY HAS REQUESTED CONFIDENTIAL TREATMENT FOR SOME DATA ON THIS PAGE. SEE THE CONFIDENTIAL TREATMENT TABLE FOR SPECIFIC INFORMATION.

3.   The paper report will consist of the following pages:

		Illustrated in Paper Report Specs. on Page
	The Cover Page	22

	Table	Illustrated in Report Definition Form on Page
Table I	Regulated/Nonregulated Data (Class A Account Level Reporting)	3 – 20
Table I	Regulated/Nonregulated Data (Class B Account Level Reporting)	21 – 26

		Illustrated in Paper Report Specs. on Page
	The Confidential Treatment Table (if reporting confidential data, as many pages as needed)	23
	The Footnote Table (at least one page and as many pages as needed)	24

FCC Report 43-03   Approved by OMB
xxxxxxxxx Version   3060-0513
Submission x   Edition Date: 12/2000
COSA: XXXX   Estimated Avg. Burden Per Response: 83 Hrs

FEDERAL COMMUNICATIONS COMMISSION
WASHINGTON, D.C. 20554

ARMIS JOINT COST REPORT

For Year End _____

Account Filing Level (Class A or Class B):

Name of Company:

Address of Company:

FCC Report 43-03, the ARMIS Joint Cost Report, is prescribed for each local exchange carrier (LEC) with annual operating revenues for the preceding year equal to or above the indexed revenue threshold. This report collects the study area level data for regulated and nonregulated operations for those accounts which are related to a carrier's revenue requirement. The Joint Cost report specifies information requirements in a consistent format and is essential to the FCC to monitor revenue requirements, joint cost allocations, jurisdictional separations and access charges. Response is mandatory.

Public reporting burden for this collection of information is estimated to average 83 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Federal Communications Commission, Office of Managing Director, Washington, D.C. 20554.

An agency may not conduct or sponsor and a person is not required to respond to a collection of information unless it displays a currently valid control number.

FCC REPORT 43-03   Approved by OMB
ARMIS JOINT COST REPORT   3060-0513
                                                             Edition Date: 12/2000

COMPANY: xxxxxxxxxxxxxxxxxxxxxxxxxxxxx   xxxxxxxxxxxx VERSION
STUDY AREA: xxxxxxxxxxxxxxxxxxx   SUBMISSION x
PERIOD: From mmm yyyy to mmm yyyy   CONF. TREATMENT TABLE
COSA: xxxx   PAGE 1 OF x

                        CONFIDENTIAL TREATMENT TABLE

Table	Row	Column(s)
(a)	(b)	(c)
sample entries:		
I	5001.0	B ,C ,I
I	520.0	B ,C
I	525.0	ALL
I	ALL	L

        THE COMPANY HAS REQUESTED CONFIDENTIAL TREATMENT FOR THE ABOVE
                        DATA IN THIS REPORT.

FCC REPORT 43-03   Approved by OMB
ARMIS JOINT COST REPORT   3060-0513
                                                                          Edition Date: 12/2000

COMPANY: xxxxxxxxxxxxxxxxxxxxxxxxxxxxxx   xxxxxxxxxxxx VERSION
STUDY AREA: xxxxxxxxxxxxxxxxxxxx   SUBMISSION x
PERIOD: From mmm yyyy to mmm yyyy   FOOTNOTE TABLE
COSA: xxxx   PAGE 1 OF x

FOOTNOTE TABLE

Table	Row	Col	FN#	Footnote
(a)	(b)	(c)	(d)	(e)

sample entries:

Table	Row	Col	FN#	Footnote
I	5001.0	B	1	Footnote text for footnote 1
				continuation text for footnote 1
				last line of footnote 1
I	5001.0	C	2	Footnote 2 pertains to columns C of Table I row 5001.0
I	525.0	ALL	3	Footnote 3 pertains to all columns of Table I row 525.0
I	ALL	K	4	Footnote 4 pertains to all rows of Table I column K

-OR-

THERE ARE NO FOOTNOTES FOR THIS SUBMISSION

REMINDER:

Footnote records are needed if any data for the current period differ materially from those for the previous period and the difference is not self–explanatory but was caused by unusual circumstances. Also, if the carrier does not follow the procedures described in the row/column instructions in the Report Definition, footnotes records are needed.

Footnote entries must provide detailed explanations for only those items reported in the current submission. Footnotes from prior submissions should be included only if they remain applicable. In other words, when a resubmission nullifies an existing footnote, remove the footnote.

FCC REPORT 43-03   Approved by OMB
ARMIS JOINT COST REPORT   3060-0513
                                                             Edition Date: 12/2000

COMPANY: xxxxxxxxxxxxxxxxxxxxxxxxxxxxxx   xxxxxxxxxxxx VERSION
STUDY AREA: xxxxxxxxxxxxxxxxxxx   SUBMISSION x
PERIOD: From mmm yyyy to mmm yyyy   ERRATUM TABLE
COSA: xxxx   PAGE 1 OF x

                          ERRATUM TABLE

Table	Row	Column(s)	FN#
(a)	(b)	(c)	(d)

sample entries:

I	5001.0	B ,C	1
I	525.0	ALL	3
I	ALL	K	4

        THE ABOVE DATA HAVE BEEN CORRECTED IN THIS SUBMISSION.
        SEE THE FOOTNOTE TABLE FOR FOOTNOTES WHERE APPLICABLE.

REMINDER:

When an erratum occurs, carriers must use higher submission numbers and a new data entry date to denote a new submission. If there is a change in either the automated or paper report, the carrier must re-submit both. The automated report and the paper report submission numbers must be the same.

If the data items being corrected impact other data items in the report, then those items must also be corrected and referenced. Erratum references should reflect only those items corrected in the new submission. References from prior submissions must not be included in the new submission.

In addition to including these references in the erratum record(s) of the automated report, carriers must include a brief statement indicating the reason for the errata in the transmittal letter.