



# PUBLIC NOTICE

Federal Communications Commission  
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DA 03-1771

May 23, 2003

## **PARTIES INTERESTED IN PERFORMING AS A CELLULAR SID ADMINISTRATOR MUST SIGN A MEMORANDUM OF UNDERSTANDING BY JUNE 9, 2003**

On November 7, 2002, the Commercial Wireless Division (Division) began the process of transitioning the administration of Cellular System Identification Numbers (SIDs) from the FCC to the private sector. By this Public Notice, the Division is asking parties interested in being recognized as a Cellular SID Administrator to complete the attached Memorandum of Understanding (MOU) and file it with the Commission by June 9, 2003.<sup>1</sup>

On March 25, 2003, the Division released its proposed general Guidelines to be used by all recognized Cellular SID Administrators and asked the industry to provide comments.<sup>2</sup> The Division received comments from four organizations.<sup>3</sup> After careful consideration of the comments received, we believe that the Guidelines released in March,<sup>4</sup> including the use of multiple Cellular SID Administrators, is the right direction for transitioning the responsibility of Cellular SID administration from the FCC to the private sector. The refinement and further development of the Guidelines, as well as the actual administration process, should be the responsibility of the entities who are recognized to perform Cellular SID Administration and who are knowledgeable of the needs of the Cellular industry.

After the Division receives the completed MOUs from parties interested in performing as a Cellular SID Administrator, another Public Notice will be released identifying the Administrators and asking the Administrators to work together to develop the SID administration process including: developing and maintaining the database, defining the process for a cellular licensee to request a SID, coordinating

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<sup>1</sup> To complete the Memorandum of Understanding, download the MOU into a word document and replace the 8 instances of [SID Administrator] with the name of the organization. Also enter the contact person under *Points of Contact*, Section 5, and sign and date the MOU.

<sup>2</sup> See Commercial Wireless Division Seeks Comments on Its Proposed Guidelines for Cellular SID Administrators, *Public Notice*, DA 03-864, rel. March 25, 2003.

<sup>3</sup> Comments were received from Telcordia Technologies, CIBERNET, the Alliance for Telecommunications Industry Solutions (ATIS), and NECA Services, Inc. In general, the comments expressed some concern with the Division allowing multiple SID Administrators as opposed to one designated Administrator. The comments also offered a few suggestions for expanding the proposed Guidelines.

<sup>4</sup> The Division made minor changes to Sections 5 and 8.

assignments among multiple administrators, developing any industry oversight that might be required, and revising the Guidelines to incorporate the administration process and revising other sections, as appropriate, to meet the needs of the cellular industry. This future Public Notice will ask the Administrators to provide the Division, within forty-five (45) days, a basic outline of their plan and a time frame for implementation and transition to the private sector. **Until announced by Public Notice, the FCC will continue to perform the administration process for Cellular SIDs.**

Parties interested in becoming a Cellular SID Administrator must complete the attached MOU by **June 9, 2003**. All filings should refer to WT Docket No. 01-108 and reference *Cellular SID Administration*. The MOU may be filed electronically via the Commission's Electronic Comment Filing System (ECFS) or by paper, as explained below.

- **If filed by ECFS**, comments shall be sent as an electronic file via the Internet to <http://www.fcc.gov/cgb/ecfs/>. Only one copy of an electronic submission must be filed through ECFS. In completing the transmittal screen, parties should include their full name, Postal Service mailing address, and the applicable docket number, WT 01-108. Parties may also submit an electronic comment by Internet e-mail. To get filing instructions for e-mail comments, parties should send an e-mail to [ecfs@fcc.gov](mailto:ecfs@fcc.gov), and should include the following words in the body of the message, "get form." A sample form and directions will be sent in reply. See the "NOTE" below for an additional filing requirement.
- **If filed by paper**, an original and four copies of each filing must be filed by hand or messenger delivery, by commercial overnight courier, or by first-class or overnight U.S. Postal Service mail.<sup>5</sup> The Commission's contractor, Vistronix, Inc., will receive hand-delivered or messenger-delivered paper filings for the Commission's Secretary at 236 Massachusetts Avenue, N.E., Suite 110, Washington, D.C. 20002.<sup>6</sup> The filing hours at this location are 8:00 a.m. to 7:00 p.m. All hand deliveries must be held together with rubber bands or fasteners. Any envelopes must be disposed of before entering the building. Commercial overnight mail (other than U.S. Postal Service Express Mail and Priority Mail) must be sent to 9300 East Hampton Drive, Capitol Heights, MD 20743. U.S. Postal Service first-class mail, Express Mail, and Priority Mail should be addressed to 445 12th Street, SW, Washington, D.C. 20554. All filings must be addressed to the Commission's Secretary, Office of the Secretary, Federal Communications Commission. See the "NOTE" below for an additional filing requirement.

**NOTE: Regardless of the filing method used, electronic or paper, all parties interested in becoming a Cellular SID Administrator must also send a paper copy of the signed MOU addressed to the Commission's Secretary, Office of the Secretary, Federal Communications Commission, with a cover letter directed to the attention of Denise Walter, Room 4-B421, Commercial Wireless Division, Wireless Telecommunications Bureau. This filing should be accompanied by a self-addressed stamped envelope.**

A copy of the MOU must also be delivered electronically, by e-mail or facsimile, or if delivered as paper copy, by hand or messenger delivery, by commercial overnight courier, or by first-class or overnight U.S. Postal Service mail (according to the procedures set forth above for paper filings) to the Commission's duplicating contractor, Qualex International, at [qualexint@aol.com](mailto:qualexint@aol.com) or (202) 863-2898 (facsimile).

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<sup>5</sup> Please note that we continue to experience delays in receiving U.S. Postal Service mail.

<sup>6</sup> See FCC Announces a New Filing Location for Paper Documents and a New Fax Number for General Correspondence, *Public Notice*, 16 FCC Rcd 22,165 (2001).

The completed MOUs are available for public inspection and copying in the FCC's Reference Center, 445 12<sup>th</sup> Street, SW, Room CY-A257, Washington, DC 20554. Copies of the MOUs may also be obtained from the Commission's duplicating contractor, Qualex International, Portals II, 445 12th Street, SW, Room CY-B402, Washington, DC, 20554, telephone (202) 863-2893, facsimile (202) 863-2898, or e-mail at [qualexint@aol.com](mailto:qualexint@aol.com). The request is also available electronically through ECFS, which may be accessed on the Commission's Internet website at <http://www.fcc.gov/e-file/ecfs.html> by entering the Docket Number of this proceeding, WT Docket No. 01-108.

For further information, contact Denise Walter, Commercial Wireless Division, Wireless Telecommunications Bureau, at 202-418-0620 or [denise.walter@fcc.gov](mailto:denise.walter@fcc.gov).

MEMORANDUM OF UNDERSTANDING  
Between  
Federal Communications Commission  
and  
**[SID Administrator]**

**REGARDING THE ADMINISTRATION OF CELLULAR SYSTEM IDENTIFICATION  
NUMBERS (SIDs)**

1. PARTIES. The parties to this Memorandum of Understanding (MOU or Agreement) are the Federal Communications Commission (FCC) and **[SID Administrator]**.
2. AUTHORITY. The authority to enter into this agreement was delegated to the Wireless Telecommunications Bureau by the Commission.<sup>7</sup>
3. PUPPOSE. The purpose of the MOU is to provide a means for **[SID Administrator]** to administer the process of assigning System Identification Numbers (SIDs) to cellular licensees.
4. RESPONSIBILITIES. The responsibilities of a Cellular SID Administrator are outlined in a separate document entitled *Guidelines for Cellular SID Administrators* (Guidelines) which is included as *Attachment A* of this MOU.
5. POINTS OF CONTACT. For purposes of this Agreement, the point of contact for the FCC is the Wireless Telecommunications Bureau, Commercial Wireless Division, 202-418-0620. The point of contact for **[SID Administrator]** is **[Name of Contact]**.
6. LIMITATION ON ASSIGNMENT OR TRANSFER. This Agreement may not be sold, assigned or transferred to any party without the prior written approval of the FCC. In addition, **[SID Administrator]** agrees to report to the FCC, within **sixty (60) days** of its concurrence, any matters that could reasonably be expected to impair its ability to perform the duties authorized under this Agreement, including, but not limited to, a filing for bankruptcy or any legal or administrative proceeding that may bear upon **[SID Administrator's]** ability to perform the duties authorized under this Agreement.
7. OTHER PROVISIONS. Nothing in this Agreement is intended to conflict with current law or regulation or directives of the FCC. If a term of this Agreement is inconsistent with such authority, then that term shall be invalid, but remaining terms and conditions of this Agreement remain in full force and effect.
8. EFFECTIVE DATE. The terms of this Agreement will become effective on the date of the last signature subscribed below.
9. MODIFICATION. This Agreement and the Guidelines constitute the entire Agreement of the parties. The FCC may initiate changes to the Agreement and the Guidelines by providing at least 30 days written

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<sup>7</sup> See In the Matter of Year 2000 Biennial Regulatory Review – Amendment of Part 22 of the Commission's Rules to Modify or Eliminate Outdated Rules Affecting the Cellular Radiotelephone Service and other Commercial Mobile Radio Services, WT Docket No. 01-108, *Report and Order*, 17 FCC Rcd 18401 (2002).

notice to SID Administrators. Any changes to the Agreement requested by the SID Administrator must be mutually agreed to in writing by both parties to the Agreement. The process to modify the Guidelines is described in Section 8.0 of the Guidelines.

10. TERMINATION. This Agreement is effective until terminated. Either party may terminate this Agreement by providing sixty (60) days notice to the other party. This Agreement may also be terminated by the FCC for cause at any time, if after notice of breach and a sixty (60) day period to cure the breach, the breach remains uncured. A breach is a failure of **[SID Administrator]** to perform any of the responsibilities under Section 4 of this Agreement outlined in the *Guidelines for Cellular SID Administrators*. Notifications required by this paragraph must be provided by Certified Mail – Return Receipt Requested and commence the day the Certified Mail is received by the other party. Within 30 days of termination of this Agreement for any reason, **[SID Administrator]** shall provide the FCC with a current and complete database of all cellular licensees and their SIDs.

11. APPROVAL. In accordance with the forgoing, the parties have indicated their approval of this Agreement as of the dates written below.

**FEDERAL COMMUNICATIONS  
COMMISSION**

**SID Administrator**

By: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

## **ATTACHMENT A**

### **Guidelines for Cellular SID Administrators May 22, 2003**

#### **1.0 PURPOSE AND SCOPE**

This document contains guidelines for the FCC-recognized Administrators for Cellular System Identifier Numbers (SIDs) within the United States.

- 1.1 Since the early 1980's, Cellular SIDs have been assigned by the FCC and have been a required element of the FCC authorization.
- 1.2 In August 2002, the Commission adopted an Order to eliminate SIDs from being a required element of the license and to transition the administration of SIDs to the private sector.

#### **2.0 CELLULAR SID FUNCTION**

- 2.1 System Identification Numbers, or SIDs, are numeric identifiers assigned to cellular systems. SIDs are transmitted by the cellular system so that the cellular mobile stations can determine whether the system through which they are communicating is a system to which they subscribe, or whether they are considered by the system to be roamers.

#### **3.0 ASSUMPTIONS AND CONSTRAINTS**

These guidelines are based on the following assumptions and constraints:

- 3.1 These guidelines should provide the greatest latitude to those providing cellular services while permitting the effective and efficient management of a finite resource.
- 3.2 The Cellular SID Administrators initially recognized by the FCC are responsible for developing an efficient process for administering Cellular SIDs in a multiple Administrator environment. The process will be reviewed by the FCC and then incorporated in these Guidelines under Section 7.0.
- 3.3 A Cellular Carrier can request a SID from any one of the FCC-recognized Cellular SID Administrators.
- 3.4 New Cellular SID Administrators can be recognized by the FCC by filing a letter of intent and certifying they will comply with the guidelines and then signing a Memorandum of Understanding with the Wireless Telecommunications Bureau.

#### **4.0 ASSIGNMENT PRINCIPLES**

The assignment principles defined below allow cellular systems the greatest possible latitude in providing seamless roaming capabilities.

- 4.1 Information requested from applicants for Cellular SID numbers will be kept uniform and kept to a minimum.
- 4.2 Maintain the current practice of assigning odd number SIDs to Channel Block “A” licensees and even number SIDs to Channel Block “B” licensees.
- 4.3 The assignment of a Cellular SID number does not imply ownership of the Cellular SID number.
- 4.4 If a license experiences a transfer of control or assignment of authorization, the authorized use of the Cellular SID remains with the license.
- 4.5 A request to use a SID assigned to another carrier must be accompanied by a notice stating that the authorized SID user concurs with the request

#### **5.0 RESPONSIBILITIES OF CELLULAR SID ADMINISTRATORS**

These general guidelines will be used by the Cellular SID Administrators in reviewing and processing requests for a SID. A Cellular SID Administrator will:

- 5.1 Assign a Cellular SID number to any FCC licensed cellular carrier who submits the appropriate request for a SID assignment.
- 5.2 Assign SID numbers in a fair, timely and impartial manner to any applicant that meets the criteria for assignment (see 5.1).
- 5.3 Assign SID numbers on a first come, first served basis from the available pool.
- 5.4 Request the minimum information necessary to make a SID assignment.
- 5.5 Assign the number of SIDs requested based on industry practices.
- 5.6 Treat sensitive information received from applicants as proprietary and confidential, and not to be shared with non-administrator personnel.
- 5.7 Ensure that fees charged for services are fair and reasonable.
- 5.8 Provide the Public with access to a complete listing of assigned SIDs updated annually.

#### **6.0 RIGHTS AND RESPONSIBILITIES OF CELLULAR SID APPLICANTS AND ASSIGNEES**

Entities requesting a Cellular SID assignment shall:

- 6.1 Keep administrative information current with an Administrator.

- 6.2 Have the right to request a SID from any one of the recognized Cellular SID Administrators
- 6.3 Comply with all applicable regulations.

## **7.0 CELLULAR SID ASSIGNMENT PROCEDURES**

- 7.1 [Reserved for the SID assignment procedures, including the coordination of SID assignments in a multi-administrator environment. Procedures will be developed by the initial FCC-recognized Cellular SID Administrators.]

## **8.0 MAINTENANCE OF GUIDELINES**

- 8.1 Cellular SID Administrators may request modifications to the Guidelines by sending their request to the FCC. Requests to modify the Guidelines should be based on a consensus agreement of all SID Administrators.
- 8.2 The FCC may initiate changes to the Guidelines by providing the Administrators with at least 30 days written notice.