

Federal Regulatory Compliance Calendar  
2015

	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)
Due	Burden (Hrs)	# of Pages in Filing	# of Pages in Instructions	Pre-Transformation Order Filings	Resulting from Transformation Order	Form 477 Extra Burden Hours After Transformation Order	Form 477 Burden Hours Before Transformation Order	Note	Filing Requirement Description
Annually	1.0	3	5	x					FORM 473 Universal Service for Schools & Libraries Service Provider Annual Certification Form
Annually	5.0	1	N/A	x					Do Not Call Notification for Telecommunications Carriers
Variable due date 120 days after the last date service is received or 120 days after date of the form 486 notification letter whichever is later	1.5	4	5	x					FCC Form 474 Universal Service for Schools and Libraries Service Provider Invoice Form
N/A	2.0	Varies	N/A	x				Should review annually	CALEA Manuals
N/A	1.5	9	20	x				Review as necessary	FCC 498 SPIN and Contact Info Form
January	2.5	2	3	x					FCC Form 497 – Low Income Monthly Reporting (December)
January	2.5	24	12	x					HAC Handset Reporting Deadline - FCC Form 655
January	3.0	1	5	x					COCOT Reporting (Fourth Quarter)
January	15.0	4	7	x					FCC Form 555 – Annual Lifeline ETC Certification Form
January	2.0	3	6	x					Carrier Identification Code Report
January	44.4	14	8	x					FCC Form 502 – Numbering Resource Utilization/Forecast (July 1st – December 31st of previous year)
February	10.0	1	21	x					FCC Form 499Q – Telecommunications Reporting Worksheet (4th Quarter of previous year)
February	2.5	2	3	x					FCC Form 497 – Low Income Monthly Reporting (January)
February	2.0	1	1	x					Mandatory Access Line Forecast data collection for September access lines
February	85.0	50	Parts 32/36/69	x				Number of pages varies by company. Requires Part 36, Part 69, and support work papers	Interstate Revenue Projections (current year and subsequent two years)
February	15.0	24	9	x					Advanced Services Questionnaire
March	387.0	94	40	x		322.0	65.0	Form 477 "Guide" is 94 pages; numerous other FAQ's and other documents associated with Form 477	FCC Form 477 – Local Competition and Broadband Reporting
March	15.0	3	8	x				Number of pages varies by company	CPNI Certification
March	2.5	2	3	x					FCC Form 497 – Low Income Monthly Reporting (February)
March	2.0	1	26		x				File initial study area boundary data (maps) - pending due date notice from FCC  File updates (if necessary) to mapping data annually on March 15  If data does not change, certify accuracy every two years (anticipate the first such filing in 2015)
March	40.0	14	14		x				ICC / CAF Data Collection  This is phase 1 of the annual data request to be filed with NECA as part of the annual access tariff filing and also to calculate ARC and CAF ICC. NECA will review and make corrections if needed. Corrected data, if any, will need to be certified by May 28.
March	1.6	1	1	x					FCC Form 508 – Projected Common Line Reporting
March	2.0	1	1	x					FCC Form 492 - Annual Rate of Return Carrier Report

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April	5.0	1	11	x				Instructions include a FAQ's and other general instructions	Annual Accessibility Certification (14.31(b)(1))
April	13.5	8	40	x					FCC Form 499A – Telecommunications Reporting Worksheet (Annual reporting for previous calendar year)
April	2.0	1	40	x					Annual International Circuit Status Report
April	20.0	24	9	x					Advance Services Data Request
April	2.5	2	3	x					FCC Form 497 – Low Income Monthly Reporting (March)
April	3.0	1	5	x					COCOT Reporting (First Quarter)
May	10.0	1	21	x					FCC Form 499Q – Telecommunications Reporting Worksheet (1st Quarter)
May	1.0	1	1	x					IXC Detariff Annual Certification/Geographic Rate Averaging (\$64.1900 of FCC Rules)
May	2.5	2	3	x					FCC Form 497 – Low Income Monthly Reporting (April)
May	1.0	2	3	x					FCC Form 395 – Common Carrier Annual Employment Report & Discrimination
June	20.0	1	1		x				Rate of Return Carrier CAF ICC Support (54.304 (d)) Any RoR carrier seeking CAF ICC support must file data for eligibility. Verify that you have supplied the necessary certification to NECA who will then submit to the FCC and USAC. This must also be filed with a state commission.
June	5.0	57	8		x			NECA FAQ's is 8 pages	54.304(d)(1)  File projected CAF ICC during upcoming funding period (July 1, XX - following June 30, XX). Filing made with FCC, USAC, state commission/Tribal entity.
June	2.0	2	2		x				51.917(f)(3) - Certify Compliance with 51.917(d)&(e) 51.917(d)(vii) - Duplicative Recovery Certification This filing is to certify that the calculation of the CAF ICC support was done in accordance with 51.917(d) & (e). Applies to carriers charging ARC and/or receiving ICC/CAF support
June	2.5	2	3	x					FCC Form 497 – Low Income Monthly Reporting (May)
June	2.0	1	1	x				Filed with annual tariff/TRP filings	Accuracy Certification  All carriers must file a certification regarding the accuracy of the tariff filing and TRP supporting materials
June	2.0	1	1	x					ICLS Use Certification (FCC & USAC)
July	100.0	5	41		x				Annual ETC Reporting and Form 481, including local rate floor Various reporting requirements per 54.313.
July	2.5	2	3	x					FCC Form 497 – Low Income Monthly Reporting (June)
July	5.3	1	1	x					FCC Form 507 – ICLS Mechanism Line Count Form (as of 12/31 of previous year) & NECA 1.3 Loop Data Request
July	3.0	1	5	x					COCOT Reporting (Second Quarter)
July	25.5	20	Parts 32/36/54	x				Number of pages varies by company. Requires Parts 32/36 data as well as supporting work papers	USF 16-1 (YE 12/31) – High Loop Cost Data Collection (USAC) (January 1– December 31)
July	50.0	25	Parts 32/36/69	x				Number of pages varies by company. Requires Part 36, Part 69, and support work papers	Interstate Separations Cost Study (January – December of prior year)
July	5.0	1	12	x					International Traffic Report
July	5.0	3	6	x					Carrier Identification Code Report
August	44.4	14	8	x					FCC Form 502 – Numbering Resource Utilization/Forecast (January 1st – June 30th of current year)
August	10.0	1	21	x					FCC Form 499Q – Telecommunications Reporting Worksheet (2nd Quarter)

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August	2.0	1	1	x					FCC Reg Fee Election
August	2.5	2	3	x					FCC Form 497 – Low Income Monthly Reporting (July)
August	24.0	24	47	x					Mandatory Company Services Questionnaire. Collects data for NECA including data about types of services and technologies in place
September	2.5	2	3	x					FCC Form 497 – Low Income Monthly Reporting (August)
September	387.0	94	40	x		322.0	65.0		FCC Form 477 – Local Competition and Broadband Reporting
October	24.0	1	1	x					Universal Support Use Certification (§ 54.314(d))
October	2.5	2	3	x					FCC Form 497 – Low Income Monthly Reporting (September)
October	3.0	1	5	x					COCOT Reporting (Third Quarter)
November	10.0	1	21	x					FCC Form 499Q – Telecommunications Reporting Worksheet (3rd Quarter)
November	2.5	2	3	x					FCC Form 497 – Low Income Monthly Reporting (October)
December	2.5	2	3	x					FCC Form 497 – Low Income Monthly Reporting (November)
December	2.7	1	1	x					FCC Form 509 - Actual Common Line Reporting
December	35.0	4	7	x					Lifeline Customer Recertification (54.405(e)(4)) Recertification process must be completed during the year, results to be reported on Form 555 by January 31 of the following year

Total Burden Hours 1490  
Federal Filings 62  
Number of Pages 576 585

677 813 644 130

Filings in yellow do not have specific burden estimates published by the FCC and represent an estimate based on our actual experience in dealing with the filing or analysis of the rules  
Filings with this color depict the burden estimate published by the FCC

NOTE: THIS CALENDAR IS A GENERAL GUIDELINE ONLY AND MAY NOT INCLUDE EVERY REGULATORY DEADLINE. DUE DATES MAY CHANGE AND FILINGS MAY BE ADDED OR REMOVED THROUGHOUT THE YEAR. FILINGS LISTED MIGHT NOT APPLY TO ALL CARRIERS. THIS CALENDAR DOES NOT INCLUDE STATE FILING REQUIREMENTS OR NECA SETTLEMENT REPORTING REQUIREMENTS, HOWEVER IT DOES INCLUDE MANDATORY FILINGS THAT ARE REQUESTED BY AND SUBMITTED TO NECA. THE NUMBER OF PAGES OF INSTRUCTIONS IS SIGNIFICANTLY MORE THAN REPORTED ABOVE IN COLUMN "C" AS MANY PARTS AND SUBPARTS OF FCC RULES ARE NECESSARY TO PREPARE SOME OF THE FILINGS