**WBSA (Wholesale Broadband Service Agreement) Ordering Quick Reference**

Please take Brightspeed Web Based Training for EASE LSR before submitting requests.

When ordering WBSA, all standard required fields are to be populated on Req Type=E (Resale) PON.

Along with those standard fields, there are some field and field values that are specific to WBSA that must also be populated:

* PON naming convention must always begin with DSL (Ex: DSLxxxxxxxxx)
* The Project ID field on the LSR form must be populated and begin with the values of CWS. The Project ID is assigned to the CLEC by their Account Manager. (Ex: CWSxxxxxxx)
* The PROJINDR field is always populated with the value of B.
* Remarks1 field is required.

Ordering scenarios by activity:

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| **Scenario** | **If…** | **Then…** |
| New Install | New install of WBSA service | * Activity Type=N * All required fields for LSR * Required DSL fields as mentioned above * LNA=N * Required DSL Feature Codes: Price Plans should include (when applicable) - access line, speed, full install, modem & static IP |
| Disconnect | Disconnect of existing WBSA service | * Activity Type=D * All required fields for LSR. * Required DSL fields as mentioned above * LNA=D |
| Change | Speed change on existing WBSA service | * Activity Type=C * All required fields for LSR * Required DSL fields as mentioned above * FA=D on existing DSL/CBR features * FA=N for new features * LNA=C * Required DSL Feature Codes: Price Plans should include (when applicable) - access line, speed, full install, modem & static IP |
| Change | Removing Static IP to existing CBR (business end-user only) | * Activity Type= C * All required fields for LSR * Required DSL fields as mentioned above * LNA=C * FA=D to remove old features |

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| Change | Changing number of Static IP addresses | * Activity Type=C * All required fields for LSR * Required DSL fields as mentioned above * LNA=C * FA=D to remove old features (include 7112) * FA=N for new features (include C7112B) |
| Convert | Same Customer CBR contract with PBB and converting to WBSA PBB | * Activity Type=V * All required fields for LSR * MI=C * TNS=PBB TN to be converted * Required DSL fields as mentioned above * LNA=V * Required DSL Feature Codes: Price Plans should include (when applicable) - access line, speed, full install, modem & static IP |
| Convert | Same Customer (CBR or CLEC DSL) with DSL over voice (dial tone) and converting to WBSA PBB | * Activity Type=V * All required fields for LSR * MI=C * Required DSL fields as mentioned above * TNS=N * OTN=populate with current TN * LNA=X * Required DSL Feature Codes: Price Plans should include (when applicable) - access line, speed, full install, modem & static IP |
| Convert | Other Provider with PBB and converting to WBSA PBB | * Activity Type=V * MI=C * All required fields for LSR * Required DSL fields as mentioned above * TNS= PBB TN to be converted * LNA=V * Required DSL Feature Codes: Price Plans should include (when applicable) - access line, speed, full install, modem & static IP |
| Convert | Other Provider with DSL over voice (dial tone) and converting to WBSA PBB | * Activity Type=V * MI=C * All required fields for LSR * Required DSL fields as mentioned above * TNS=N * OTN=populated with current TN * LNA=X Telephone number change required * Required DSL Feature Codes: Price Plans should include (when applicable) - access line, speed, full install, modem & static IP |

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| **Scenario** | **If…** | **Then…** |
| Suspend | WBSA | * Activity Type=S * All required fields for LSR * Required DSL fields as mentioned above * TNS=TN to be suspended * LNA=S * FA=do not enter any features |
| Restore | WBSA | * Activity Type=B * All required fields for LSR * Required DSL fields as mentioned above * TNS=TN to be restored * LNA=B * FA=do not enter any features |
| SUP1 | Canceling existing PON that is in Sent, Confirm, Reject or Jeopardy status |  |
| SUP2 | Revising Due Date on existing PON that is in Sent, Confirm, Reject or Jeopardy status |  |
| SUP3 | Adding additional information or making a change to what was original provided on existing PON that is in Sent, Confirm, Reject or Jeopardy status |  |