

INDUSTRY PROCESS GROUP

DATE	05 June 2024
TIME	14:00 – 16:00
LOCATION	Teams
CHAIRPERSONS	Tom Merritt (TOTSCo), Jack Abbotts (OTA2)
MEMBERS PRESENT	David Stubbs (VMO2), Niall Gillespie (BT), Gyanesh Pandey (iconectiv), Richard Fletcher (Grain Connect), Hema Kariyappa (Vodafone), Mel Buckley (VMO2), Mark Delo (NowYoYo), Marcel Horst (CWP),
MEMBERS ABSENT	Joe Karthaus (Truespeed), Jonathan Davies (TalkTalk), David Stewart (Sky), Lindsey Gibson (Zen),

AGENDA ITEMS

- 1) UPDATE ON OUTSTANDING ACTIONS
- 2) DISCUSSION AROUND POTENTIAL GUIDANCE ON RETRIED MESSAGES
- 3) FURTHER CONSIDERATION OF ISSUE AROUND RETURNING ACPIDS IN MATCH CONFIRMATION
- 4) AOB

MINUTES/NOTES

AGENDA ITEM	1
DISCUSSION POINT	Update on outstanding actions
CONCLUSION/ RECOMMENDATION	TOTSCo gave minor update on approach to change process for prospective after go live changes TOTSCo and OTA2 mentioned that next week's call will be to discuss res to bus and bus to res switches with GPLB members Group considered whether additional match request for FWA services would be necessary for message examples doc
ACTION	Group to update Number Porting Guide with appendices Group to add example to message examples Group to consider bus/res res/bus switching for future discussions, Target date 12/06 meeting if possible, but materials to be shared in advance Group to review existing guidance docs for any enhancements required
AGENDA ITEM	2
DISCUSSION POINT	Discussion around potential guidance on retried messages
CONCLUSION/ RECOMMENDATION	Group shared email around potential guidance on time to accept delivery from the Hub
ACTION	Group to draft short bulletin around accepting messages and the Hub's retry policy

AGENDA ITEM	3
DISCUSSION POINT	Discussion around potential guidance on retried messages
CONCLUSION/ RECOMMENDATION	Group shared email exchange around the returning of ACPID in match confirmation and group considered the need for MAPs to be aware of any customers having any Openreach provided services.
ACTION	TOTSCo to discuss internally the wording in the UA around the ACPID list

AGENDA ITEM	4
DISCUSSION POINT	AOB
CONCLUSION/ RECOMMENDATION	Group considered previously published guidance around swagger file
ACTION	

	Upcoming Group Actions/Agenda
Open Points	<ul style="list-style-type: none"> - GROUP TO CONSIDER TOPICS FOR FURTHER GUIDANCE - BUS TO RES AND RES TO BUS

Glossary

OTS = One Touch Switch

CP = Communications Provider

OTA2 = Office of the Telecommunications Adjudicator

TOTSCo = The One Touch Switching Company Ltd

Industry Process (or "IP") = OTS Industry Process. The latest version can be found at <https://totsco.org.uk/process-technical-documents/>

Change Control Process: the process governing changes to the OTS Industry Process, which can be found at <https://totsco.org.uk/process-technical-documents/>