

## INDUSTRY PROCESS GROUP

DATE	12 June 2024
TIME	14:00 – 16:00
LOCATION	Teams
CHAIRPERSONS	Tom Merritt (TOTSCo), Jack Abbotts (OTA2)
MEMBERS PRESENT	David Stubbs (VMO2), Niall Gillespie (BT), Hema Kariyappa (Vodafone), Mel Buckley (VMO2), Mark Delo (NowYoYo), Marcel Horst (CWP), Jonathan Davies (TalkTalk), Lindsey Gibson (Zen),
MEMBERS ABSENT	Joe Karthaus (Truespeed), David Stewart (Sky), Gyanesh Pandey (iconectiv), Richard Fletcher (Grain Connect),
GPLB GUESTS	Tony Ellison (BT), Charlene Beatty (BT), Nik Antona (BT), Lee Turner (Gamma), Megan Corcoran (FCS), Laura Meakin (TalkTalk)

## AGENDA ITEMS

- 1) REVIEW OF PROPOSAL FROM GPLB GROUP AROUND RES TO BUS AND BUS TO RES SWITCHES
- 2) AOB

## MINUTES/NOTES

AGENDA ITEM	<b>1</b>
DISCUSSION POINT	Review of proposal from gplb group around res to bus and bus to res switches
CONCLUSION/ RECOMMENDATION	<p>GPLB group gave overview of GPLB process and the differences between OTS and GPLB</p> <p>GPLB group presented a suggestion on how to handle bus to res and res to bus switching. Essential premise is that the GP should use the message set that applies to the customer's existing service contract as opposed to the type of contract they will be moved to. General agreement to the proposal on the call, but group members highlighted potential implementation difficulties and potential need for new response codes for these switches.</p>
ACTION	<p>Group to consider the presentation and come back with any questions for a potential future call.</p> <p>TOTSCo to point group in the direction of published GPLB docs on the GPLB Group to consider production of necessary guidance documents</p>
AGENDA ITEM	<b>2</b>
DISCUSSION POINT	AOB
CONCLUSION/ RECOMMENDATION	No AOB was raised, but TOTSCo gave a brief summary of outstanding actions below and will follow up by email
ACTION	<p>Group members to update Number Porting Guide with appendices</p> <p>Group members to add example to message examples doc</p> <p>Group to review draft guidance on share point around message acceptance</p>

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

## Glossary

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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/>