

## **PROCEDURES FOR ASSIGNING 4-DIGIT ACCESS CODES**

### **1. Introduction**

1.1 Access codes of the form "1XXX" level are divided into two pools - Pool A and Pool B. Codes in Pool B have recognisable patterns and are considered more desirable than the codes in Pool A. These codes are shown and explained in Attachments A & B.

### **2. General Principles and Procedures**

2.1 IDA will determine a FBO applicant's qualification for 4-digit codes upon justification. Upon confirmation of eligibility, applicants will be notified of the access code level that is open for balloting or bidding. Access code levels available for applicants' use are based on the services in which the applicants intend to offer. (E.g. enquiry services in the "16XX" and prepaid/postpaid cards in the "18XX").

2.2 Service-based Operators (SBOs) (Individual) licensees providing International Simple Resale (ISR) service (excluding solely wholesale service) where customers can have one stage IDD dialling through PSTN and where access is not via card mode nor Personal Computer-based, are eligible for short codes from the '15XX' level.

2.3 Access codes used for network routing and testing (i.e. '19XX') are assigned sequentially

2.4 Qualified applicants may request for 4-digit access codes from either Pool A or Pool B. Access codes from Pool A which are allocated through balloting, are allocated without charge. Qualified applicants requesting for Pool A access codes are to follow the balloting procedures listed in Attachment A. Access codes from Pool B which are allocated through bidding, are allocated at the bid price. The minimum bid price for Pool B access codes is S\$50,000 (excluding GST). Qualified applicants requesting for Pool B access codes are to follow the bidding procedures listed in Attachment B.

2.5 Applicants who have successfully balloted for access codes from Pool A but do not wish to retain the balloted codes, are eligible to bid for access codes in Pool B. These applicants may take part in the next available bidding session. Upon successfully bidding for a code from Pool B, the code initially balloted from Pool A will be recovered by IDA.

- 2.6 Applicants who have successfully bid for codes from Pool B are required to pay the offered amount. These applicants will no longer be eligible for balloting or bidding of codes.
- 2.7 Except where approved, assigned access codes must be activated within 6 months from the date of assignment<sup>28</sup>. Codes not activated within the stipulated period will be recovered from licensees. Inefficiently used codes will also be recovered.
- 2.8 Extension to activation date of access code may be granted to licensees upon justification. The period of extension granted will not exceed 6 months. Codes not put into use after the extension will be recovered without refund. Licensees who have their Pool A code recovered shall pay an Access Code Acquisition Fee of S\$20,000 (exclude GST) before they can reapply to acquire access codes from either Pool A or Pool B. Licensees affected by the recovery of Pool B code are exempted from the payment of the Access Code Acquisition Fee if they reapply to acquire access codes from either Pool A or Pool B.
- 2.9 Access codes assigned to licensees are not transferable and will be recovered by IDA if the licensees fail to:
  - a. Hold a valid FBO/SBO (Individual) license; or
  - b. Commence or provide the service requiring the access code
- 2.10 Once code assignment and payment have been made, no refund will be made even if the access code is returned to IDA.

### **3. PAYMENT FOR POOL B ACCESS CODES**

The amount payable for each access code from Pool B is based on the amount that the access code was bid for. All payment for access codes must be forwarded to IDA within seven (7) working days from receiving the invoice for the access code.

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<sup>28</sup> Date of assignment for codes from Pool A (i.e. codes allocated through balloting), is the date of successful ballot allocation or the date of license approval, whichever later. Date of assignment for codes from Pool B (i.e. codes allocated through bidding), is the date of receipt of payment for the bid.

**Attachment A**

**PROCEDURES FOR BALLOTING 4-DIGIT ACCESS CODES IN POOL A**

**1. Introduction**

- 1.1 A first-come-first-served principle is adopted in the assignment of Pool A access codes through balloting.
- 1.2 The sequence in which applicants ballot for the access code in a balloting session is determined by the corresponding order (date and time) in which the licence or short code application, whichever later, are approved by IDA.

**2. Ordinary Access Codes for Balloting**

- 2.1 Pool A access codes are:

1300 to 1399  
1500 to 1599  
1600 to 1699  
1800 to 1899, less the numbers in Pool B.

- 2.2 IDA will inform approved FBO and SBO (Individual) applicants of the Pool A codes that are available for balloting.

**3. Balloting Arrangements**

- 3.1 Applicants whose licence and access code applications have been approved by IDA will be invited to attend a balloting session held in IDA's premises. The date and time of the balloting session will be arranged between IDA and the applicants.
- 3.2 The arrangement for the balloting process will be explained to applicants prior the actual balloting session.
- 3.3 Each applicant will randomly draw an access code from the access codes available in Pool A.
- 3.4 The access code drawn in the ballot will be assigned to the applicant upon the successful acquisition of the required licence by the applicant.

## Attachment B

## **PROCEDURES FOR BIDDING 4-DIGIT ACCESS CODES FROM POOL B**

## 1. INTRODUCTION

- 1.1 Upon receipt of a qualifying applicant's request to bid for a Pool B access codes, IDA will wait for a period of 1 month to collate similar requests from other applicants.
- 1.2 If there is more than one request to bid at the expiry of the 1 month waiting period, IDA will conduct a bidding session. If only one request is received, the applicant may pay the minimum bid amount of S\$50,000 and select an available Pool B access code.
- 1.3 An applicant who fails to attend the bidding session despite indicating the intention to do so shall be handled as per Para. 3.5 or 3.6, whichever applicable.

## 2. Special Access Codes for Bidding

## 2.1 The Pool B access codes are:

1YXX  
1Y1Y  
1YY1 (where Y = 3, 5 - 8  
X = 0 to 9)

2.2 IDA will inform the approved FBO and SBO (Individual) applicants of all the Pool B access codes that are available for bidding.

### 3. Bidding Arrangements

- 3.1 Applicants whose licence and access code applications have been approved by IDA, and have indicated their intention to bid for a Pool B code will be invited to attend a bidding session held in IDA's premises. Applicants will be informed of the date and time of the bidding session.
- 3.2 The arrangement for the bidding process will be explained to applicants prior the actual bidding session.
- 3.3 The available Pool B access codes will be sequentially put up for bidding. Bidders interested to bid for an access code at a particular price shall submit a bid by raising the bidding card provided. The bid price for each access

code will be systematically increased by a fixed amount from the floor price of S\$50,000 until only one interested bidder (the highest bidder) is left.

- 3.4 An access code successfully bid for by the highest bidder will be assigned to the applicant upon the successful acquisition of the required licence.
- 3.5 Bidders who were either unsuccessful in the bidding or did not take part in the bidding session, but have earlier balloted for access codes, will retain the access code that was earlier balloted.
- 3.6 Bidders who were either unsuccessful in the bidding or did not take part in the bidding session, but *have not* earlier balloted for access codes, will have to ballot for an ordinary access code. Bidders will subsequently have to accept the access code is balloted and will not be allowed to take part in the bidding again.