



Service Level Agreement
for
Wholesale Ethernet Interconnect
Link
(WEIL)

Version Control

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1.3		Introduction of AutoClosure of Faults in Pending Clear	21st September 2015
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This document follows change control procedure:

Proposed is defined as a document status when the approved document is uploaded to Proposals Section of open eir Website.

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For information:

- Historical Document History Table located at end of Document.
- Publish means the action of uploading a document to the website regardless of status or location.
- If there are changes to the document **between 'Proposed' and 'Final', change control** operates.

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1. Introduction

This document sets out the service levels that open eir offer with regard to the provision and repair of Wholesale Ethernet Interconnect Link (WEIL). The WSEA SLA covers repair parameters and SLA penalties for customer circuits.

The services include the provision of Wholesale Ethernet Interconnect Link ordered pursuant to a Leased Line Agreement between open eir and an Operator ordering the services.

The Wholesale Ethernet Interconnect Link IPM (Industry Process Manual) is a representation of how the SLA parameters are supported in practice and should be read in conjunction with this document.

A service credit regime for failure to meet the offered service delivery levels against these attributes is also set out in the document.

Operators are requested to provide forecasts on a rolling 12 month quarterly basis. Forecasts should be submitted by an Operator using the process outlined in the WEIL IPM.

2. Wholesale Ethernet Interconnect Link

This section sets out the service levels that open eir offers with regard to the provision and repair of Wholesale Ethernet Interconnect Link. Wholesale Ethernet Interconnect Link will **hereafter comprise the “Services”**.

Each application for the Services is considered on its own merits and effort is made to ensure that save in exceptional circumstances each application for the Services falls within the ambit of this SLA.

Examples of such exceptional circumstances are set out by way of example in Appendix 1 (Definitions and Exclusions). The individual Services are at all times provided subject to open eir's standard terms and conditions for Wholesale Ethernet Interconnect Link.

2.1 Sales Process Points Definitions

Order Receipt (OR): the forwarding of a valid order to open eir on a standard order form. The **SLA “clock” begins when the order form is received by** open eir.



Order Acknowledgement (OA): the acceptance of an order form by open eir and acknowledgement to the Operator that the order has been received, the order form is correctly filled in and is being processed.

Order Validation (OV): confirmation, or otherwise, that an order is deliverable by open eir within the standards set down in the SLA. Standard order delivery time is in accordance with the delivery times listed in Table 1. Where appropriate this step shall include a site survey. At the end of the Order Validation a number of events are allowable:

- **The order is determined to be within the definition of a “standard” order and a delivery date is set in accordance with this SLA;**
- **The order is determined to be a “non-standard” order under the allowable exceptional circumstances set out in Appendix 1;**
- **An order is determined to be a “project” order when it is** accepted by open eir as part of an agreed project¹ and open eir assigns a project manager (subject to availability) to implement the project;
 - when an operator orders a number of circuits to the same premises
 - when an operator orders a network²
 - when an operator requests delivery of circuits over a set period of time.
 - when an Operator requests³ assignment of a Project Manager
- Should an Operator request a circuit to be delivered on a date after the calculated Delivery Due Date (Standard or non-standard or project) then this date shall become the due delivery date and shall be taken as the standard delivery date for the purposes of SLA compliance calculations.
- Excess Costs – Order Validation (OV): In an event that additional infrastructure (duct, pole or fibre build work) is required then additional charges may apply. An estimate of excess costs will be identified on or before Order Validation. When awaiting acceptance of the excess charges, an order will be parked until the Operator has provided confirmation the excess costs are agreed or the Operator can choose to cancel⁴ the order.

¹ All project orders are validated as non-standard for reporting purposes

² A network is dispersed across geographic sites utilising fibre or wireless systems to deliver a Wide Area Network on behalf of a customer e.g. an operator ordering four WSEA and one WEIL

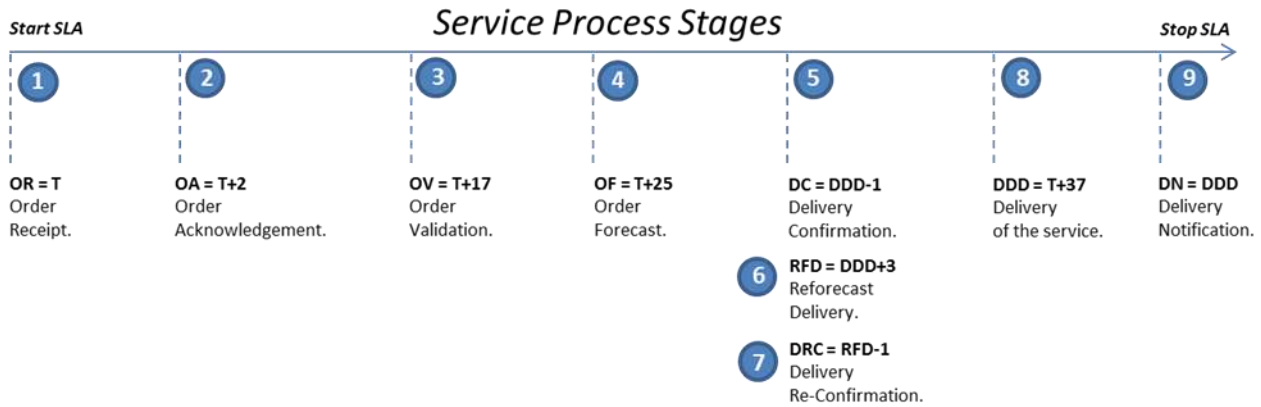
³ In this circumstance a project manager is provided as a professional service

⁴ A breakdown of associated cancellation charges are set out in the Network Price List

-
- Order Forecast (OF): Notification to the Operator of a delivery date of an order that is validated as **“project” or “non-standard”**. **This delivery date shall be taken as the “standard” date for the purposes of SLA compliance calculations**. If new duct/poling and/or fibre build work is required, then additional charges may apply.
 - Delivery Confirmation (DC): The DC notification process will provide a minimum of 1 Working Days notice to the Operator when an Order will be completed. Prior to the delivery date open eir shall confirm in writing to the Operator as to whether the delivery **date will be met. This will enable Operators to better manage their customers’** expectations. In the event that the Delivery Confirmation advises that the Delivery will not be met open eir will provide the Operator a Revised Forecast Date (RFD) within three (3) Working Days of the original due delivery date. Should the new delivery date be in excess of ten (10) Working Days of the previous Due Delivery Date then the cancellation process may be triggered, otherwise the confirmation process recommences.
 - The Delivery Confirmation/Reconfirmation shall be considered a single process for Service Credit calculation purposes.
 - Delivery of Service: the provision of the service by open eir.
 - Delivery Notification (DN): date of issuance of a completion notice by open eir to the Operator.
 - Completion of order: An order is deemed to be completed on dispatch of Delivery Notification (DN). open eir will provide a hand over test⁵ of the service. The Operator has two (2) Working Days to accept the circuit as completed as specified. **At Delivery Notification the service delivery “clock” is stopped. If the Operator cannot accept the circuit because it is faulty the “clock” starts again until such time as the circuit is** accepted. If the Operator does not inform open eir of its acceptance or otherwise of the circuit, it will be deemed to be accepted by the Operator for the purpose of any SLA penalty calculation.
 - Service Provision: the activation by open eir of the ordered service.
 - Working Day: 09:00 – 17:00 Monday to Friday excluding public or bank holidays in Ireland.
 - open eir Service Levels for Wholesale Ethernet Interconnect Link Delivered to Operator

2.1.1 Service processes for a Wholesale Ethernet Interconnect Links

⁵ A handover test is dependent on the NTU type , it is provided within a welcome pack emailed to the contact provided at order entry



- Stage 1** – The order is placed by the operator; the SLA clock is started.
- Stage 2** – Order is accepted and acknowledged
- Stage 3** – An order is validated (Standard Delivery or Non-Standard Delivery), where the outcome is Standard Delivery the date is advised to an Operator
- Stage 4** – Based upon an outcome of OV where the validation was Non-Standard the date is advised to an Operator
- Stage 5** – Confirmation the delivery is on time; if the delivery is not going to be met a revised delivery date will be provided
- Stage 6** – open eir will reissue a revised forecast delivery (RFD) within 3 days of the original due date advised at OV or OF
- Stage 7** – Delivery re-confirmation where the reforecast delivery due date will be met as advised at RFD, if the delivery is not going to be met a revised delivery date will be provided
- Stage 8** – Delivery of the service by open eir
- Stage 9** – Notification on the completion and delivery of the service; the SLA clock is stopped.

Figure 1: Service Process Stages

2.2 Customer Delay

In the event that the Operator delays installation of the Wholesale Ethernet Interconnect Link for reasons as detailed within Appendix 1, this will constitute Customer Delay, stopping the SLA “clock”.

Should the aggregate Customer Delay exceed 5 Working Days, open eir may need to reschedule its work for this delivery and issue a Reforecast of the DDD

In the event that a Customer Delay exceeds 60 Working Days, the following process will apply:

- Orders that are in Customer Delay⁶ greater than an aggregate of 60 Working Days will be deemed to be cancelled unless a revised Due Date can be mutually agreed.

A re-forecasted date will be provided as per the sales process points for a new order or earlier if possible.

If customer delay dispute arises the dispute will be resolved between the parties and the SLA penalty credit will be recalculated if appropriate.

⁶ If an order is cancelled after being in Customer Delay for an aggregate of 60 Working Days a full connection charge will apply.

Customer Delay Notification will be dispatched to the email address provided with the original order form.

2.3 open eir Service Level Summary for Sales Process Points and Provision Parameters

The applicable sales process points are outlined in the table below.

Product	OR	OA	OV	OF	DDD	DC	DN	RFD	DRC
WEIL	T	T+2	T + 17	T + 25	T + 37	DDD-1	DDD	DDD+3	RFD-1

Table 1: Process Points and Provision Parameters

- o T = order is received by open eir
- o DDD = Due Delivery Date
- o Numbers in table refer to Working Days, not including parked time

2.4 Cancellation of Services

2.4.1 Cancellation Fees where Due Delivery Date is Missed

If an order is not going to be fulfilled on or before the Due Delivery Date (DDD) provided at validation, then open eir must notify Operators at the Delivery Confirmation (DC) stage. open eir must then provide Operators with a Revised Forecast Date (RFD) either at the Confirmation Stage or within 3 Working Days from the original DDD.

open eir will provide Operators with a Revised Forecast Date (RFD) either at the Confirmation Stage or within 3 Working Days from the original DDD.

If the RFD provided extends beyond 10 Working Days from the original Due Date (DDD) for standard Orders and 20 Working Days from original Due Date (DDD) for non-standard orders, the Operator has the option of cancelling the order without incurring any cancellation fee.

The Operator must cancel the order within 3 full Working Days of receipt of the Revised Forecast Date (RFD).

However, if the Operator accepts the RFD then the full cancellation fee applies until the RFD is reached when the above rules will be applied again.

2.5 Service Provisioning Penalty Mechanism

The Service Provision penalty mechanism for Wholesale EIL (See Graphic 2 below) is calculated as a linear payment of the connection fee for the period between the Due Delivery Date (DDD) and A. This period is referred to as the “A” days.

If the circuit has still not been delivered after repayment of the connection fee a further linear payment related to the rental per day is due. This payment is to the value of x% of the payable rental per day, where x is 100%.

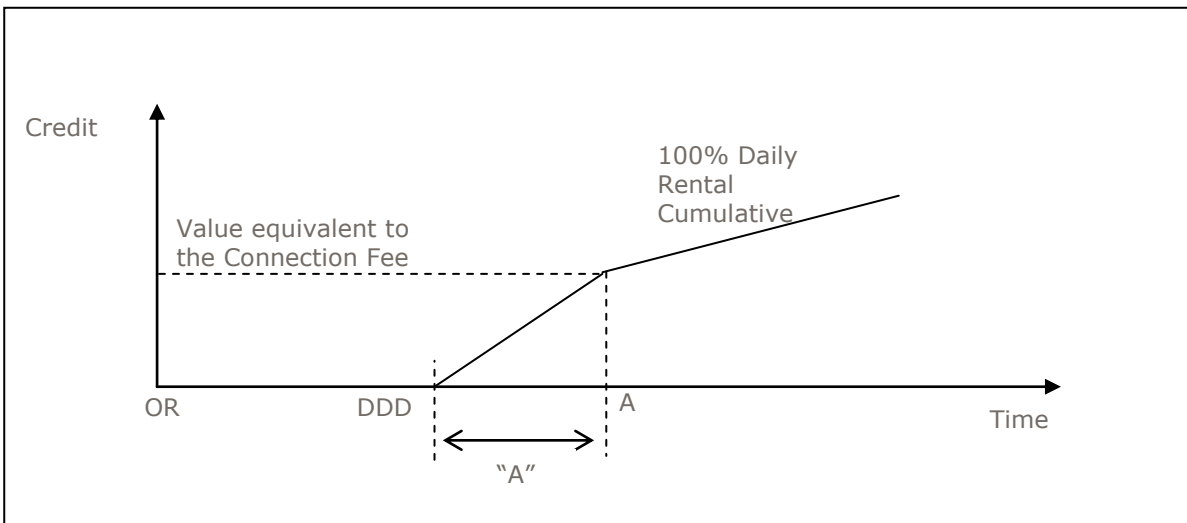


Figure 2: Delivery Provision Penalty Mechanism

Note: OR = Order Receipt DDD = Due Delivery Date

The value **“A”** is defined in the **Table 2** below. The Service Provision penalty mechanism will also apply to circuits ordered with a free connection offer (if applicable)

Service	Standard provisioning Time Scale	Days to be added to the due date to derive the “A”
WEIL	37 Working Days	19 Working Days

Table 2: Delivery Penalty - "A" Days Summary

2.6 Service Provision: Process Service Credits

Service Provision Process service credits apply when conditions to predefined process points are not met in the specified time frame. The table below specifies the Service Credits relating to these processes.

SLA Delivery Process Attributes		Individual Process Point Service Credit	Maximum Process Service Credit per order
Order Acknowledgement Order Validation, Order Forecast, Delivery Confirmation Reforecast Delivery		€250 ⁷	€750 ⁸

Table 3: Service Provisioning Process Service Credits for Non-Compliance

- Failure to meet Delivery Confirmation on one or subsequent occasions will be deemed to fail one Delivery Confirmation process point.

2.7 Penalty Exemption

The SLA exemption applies in the event that open eir is successful in delivering 95% of orders to an individual Operator within the SLA performance metrics. The exemption applies separately to each reporting period.

2.8 Repair Parameters

- Fault reporting hours 24/7.
- Fault Response Time T+1
- Event based repair target: 8 clock hours

- Please refer to the Wholesale EIL IPM for repair processes.

2.9 Service Level Summary for Repair Parameters

SLA Attribute	
Maximum Response Time	T+1 clock hours. T = time fault is logged by open eir following receipt of fault report from Operator.
Time to Repair	8 clock hours

Table 4: Service Level Repair Parameters

2.9.1 Responding to Faults

The response time is measured from when the fault has been correctly logged and acknowledged, preliminary testing and fault localisation has occurred, fault clearance has been instigated and the results of preliminary open eir testing and fault localisation made available to the Operator.

The Maximum response time is T+ 1 clock hours where T is the time that the fault has been logged by open eir.

Repair Time:

The duration between the time a fault is first reported to open eir in accordance with the fault reporting procedures and the time marked by open eir as a **“Confirmed Clear Permanent”**, excluding Parked Time.

On completion of repair, a fault ticket is given a "Pending Clear" status and that ticket is parked i.e. the clock is stopped until the fault clear is either accepted by the Operator
or

8 working hours (for standard SLA faults) has elapsed from the unconfirmed clear notification time and the ticket is automatically permanently closed

or



24 clock hours (for premium SLA faults) has elapsed from the unconfirmed clear notification time and the ticket is automatically permanently closed.

Rejected by the Operator then the ticket is un-parked, the clock is re-started and repair work recommences.

On completion of repair, the "unconfirmed clear" status is applied again, Operator is notified and the fault is parked and the process above is repeated.

2.9.2 Measuring Service Availability

The reporting frequency for service availability is quarterly and will apply to all WLL faults on a retrospective basis. The Measurement Period is the previous year (4 quarters), rolling service availability will be measured on a 7 X 24 hours basis using the formula

$$\frac{8766 - (\text{out of service time})}{8766}$$

Total valid out of service hours is the elapsed time between the time faults are logged and the last Pending Clear Permanent, less Parked Time.

The Measurement Period for service availability is the previous year (4 quarters), rolling.

Out of service time relates only to the open eir network.

For faults logged outside the product SLA hours of cover, standard callout charges will apply, with customer option to request out of hours repair whereby the fault remains open during the out of hours period.

Measuring Faults for Event based SLA.

A circuit will be included for penalty under Event based measurement once a fault is determined to be a fault within the open eir network and not subject to the exclusion described later in this SLA. (see Definitions & Exclusions for Repair Attributes)

The fault must exceed 8 clock hours to be eligible for penalty.

It is the Clear Code associated with the "Confirmed Clear Permanent" that determines the inclusion or exclusion of the fault ticket when calculating penalty on individual faults and for measuring Service Availability.

To safeguard against spurious rejection of repair, in cases where the fault rejection results in open eir determining the rejection to be caused by factors outside of the open eir network, the final clear code will reflect this and the associated fault ticket will be excluded from availability calculations.

Circumstances outside the control of open eir and /or delay resulting from customer related issues which impede the ability of open eir to begin or continue with repair of a fault will result in the fault ticket being parked for the affected period and notification of same to the customer. This parked time will be removed from the out of service time used in calculating service availability.

2.9.3 Repair services: Event Based

Service Credits will apply (as set in the table below) when open eir fail to achieve the Repair time as set in the paragraph on repair parameters.

Parameter	Criteria	Service Credits
WEIL Repair Time	T+8 Clock Hour	2% of the monthly circuit rental per working hour in breach (i.e. greater than 8 Working Hours) to a maximum of 50% of monthly circuit rental per fault. A maximum of 2 months' circuit rental credit in any one 12 month period per circuit.
Fault Reporting	Faults can be logged 24 x 7 as outlined in the WEIL IPM via the Unified Gateway (UG) Or Faults can be logged 24 x 7 via phone at 1800 656 656. open eir fault reporting team will take the call between 8am and 6pm. Calls received on 1800 656 656 will be diverted to the NMC after 6pm and up to 8am the following day.	
Hours of Coverage	Working Day	

Table 4: Summary of Event based Parameters



Service Credit Exemption

open eir performance will be assessed against delivery of all completed orders covered by this SLA with a due date in the month under review.

The SLA exemption applies in the event that open eir is successful in delivering 95% of orders to an individual Operator within the SLA performance metrics. The exemption applies separately to each reporting period.

2.10 Reporting

Activity Description	Performance Metric	Performance Target	Contractual payment for not meeting Performance Metric Target
Submission of monthly provisioning performance metrics to the Operator's	Time to provide performance metrics to the Operator's	1700 hours of the tenth Working Day after the end of the month.	Default Interest rate as per LLRO on all penalties due.
Submission of quarterly repair performance metrics to the Operator's including the service availability metric.	Time to provide performance metrics to the Operator's	1700 hours of the twenty Working Day after the end of the Quarter	Default Interest rate as per LLRO on all penalties due.
open eir will publish due date delivery performance figures on a monthly basis. The figures will include actual figures on the percentage split between standard, non-standard and project orders delivered	Time to provide	These reports to be available two weeks after the month end. The reports will be published on the open eir website. www.openeir.ie .	
open eir will publish on a monthly basis an aged analysis of pending orders along with statistics in relation to open eir's compliance with the SLA process points.		These reports to be available two weeks after the month end. The reports will be published on the open eir website. www.openeir.ie .	

Table 6: Statistical Reporting

Appendix 1: Definitions and Exclusions for Wholesale Ethernet Interconnect Link

1. General

Services will be provided within the standard delivery timescales for WEIL, subject to the following definitions and exclusions in addition to open eir's **general terms and conditions** for the WEIL.

Exclusions to the Service Level Agreement exist if an Operator fails to fulfil all the requirements placed on it and open eir provides notice of such requirements as stated in the Leased Line Agreement or Wholesale EIL IPM. For the avoidance of doubt this includes the provision of accommodation, access and power for the installation of terminating equipment.

Paragraphs (a) – (d) set out the exceptional circumstances applicable for the purpose of the implementation of Service Level Agreements

(a) Where the installation site and/or facilities are not available to open eir for survey and/or installation purposes at the date and time requested by open eir and no other acceptable date and time can be agreed.

(b) Where the Operator specifies a date before which service will not be accepted or an exact date on which the service must be delivered, regardless of validation status

(c) Where it is mutually agreed between open eir and the Operator to construct infrastructure beyond the immediate requirements of the ordered service in order to facilitate future deliveries.

(d) Force majeure.

2. Wholesale Ethernet Interconnect Link Exemptions

Services will be provided within the standard delivery timescales for the specified Wholesale Ethernet Interconnect Link, subject to the following definitions and exclusions in addition to open eir's **general terms and conditions for** the relevant service set out in the LLRO Annex C, Service Schedule 013.

Operator Responsibilities

2.1 General Operator Obligations

The Operator shall inform open eir of any internal Operator changes to its network which are likely to affect the performance of the open eir supplied elements of the network and subsequently open eir's **ability to comply with this Agreement**.

The Operator shall not withhold payments in respect of any service save in accordance with agreed dispute resolution procedures.

2.2 Orders

Where an order is acknowledged, any requests for material modifications, as set out in the Wholesale EIL IPM document, to the order details may only be effected by cancelling the original order and submitting a revised order. In this case open eir's **standard terms** relating to cancellation of orders will apply.

2.3 Customer delay

Services will be provided within SLA timescales however these are subject to events where on an exceptional basis an Operator can delay the installation. These events are treated as Customer delay and will stop the SLA clock until the reason for the delay is rectified. Paragraphs (a) – (k) set out some of the exceptional circumstances applicable for activation of Customer Delay within the Service Level Agreement.

- (a) Where the installation site and/or facilities are not available to open eir for survey and/or installation purposes at the date and time requested by open eir and no other acceptable date and time can be agreed.
- (b) Where fibre jointers are refused access and so cannot complete the ordl(c) An operator needs to provide containment on private property
- (d) Awaiting acceptance of excess costs from the operator
- (e) Awaiting acceptance to use shared duct for primary and diverse fibre before proceeding with an installation
- (f) The customer contact provided on an order is incorrect or the contact is unavailable
- (g) Insufficient space on site or within a customer cabinet, the customer is not ready to take delivery of the service
- (h) The customer needs to arrange access with the site landlord
- (i) Installation is put on hold at a customer request
- (j) A planning issue, permission is sought for removal of obstruction, site civils or poles are required
- (k) Dual power NTU or different power rating required, customer is to contact the operator to amend the order.

3. Definitions and Exclusions for Delivery Attributes.

3.1 Definitions

Wholesale Ethernet Interconnect Link Monthly Rental means the monthly SEA and WES charges payable to open eir as set out in the published network price list

Daily Rental means the monthly rental as defined above divided by 30.5.

Connection Fee means the connection fee payable as appears on the initial bill for the order(s) relating to the penalty calculation.

3.2 Non-Standard Orders

Where orders are non-standard, a Due Delivery Date can be agreed with the Operator and the SLA shall apply to that agreed date and to the order thereafter subject to these terms and conditions. The order shall be deemed to be non-standard where there are impediments to open eir delivering the order. The impediments include the circumstances listed below.

- Following an open eir site survey, open eir is required to build new network components. If this exclusion applies it will be advised to an Operator at the point of Order Validation.
- **Operator's end user premises is not accessible to the existing** open eir fibre access network
- The Operator end user premises are not served by useable open eir owned duct and is more than 500m from an available open eir access fibre.
- In instances where open eir's **ability to deliver is constrained by a force majeure** event.
- Operator end user premises related circumstances preventing or constraining delivery of the order.
- New fibre required.
- Where the order is treated as a project delivery.

4. Definitions & Exclusions for Repair Attributes

4.1 Definitions

Repair attributes:

The daily rental is equal to the applicable monthly or quarterly rental charge payable by the Operator to open eir in respect of the period during which the fault occurred divided by 30.5 or 91.25 respectively

5. Service Restoration Definition

Service shall be deemed to have been restored when the fault condition is resolved on the open eir network and service availability restored to the customer. open eir **reserves the right to put in place 'Temporary Patching' to restore** service (e.g. fibre/radio link re-route) while repairs to network fault are undertaken. Restoration may also mean that service is restored through diverse routing until the network fault is fully cleared.

The period of non-availability will commence at the time a fault is first reported to open eir in accordance with the fault reporting procedures outlined in the WEIL IPM. The period of non-availability shall end from the time logged by open eir that the service is available to the customer.

In the event of any dispute between the parties in respect of service availability or otherwise, open eir reserves the right to determine the period of availability for the purposes of the credit rebates payable.

open eir reserves the right to implement scheduled outages. These will be used to carry out essential network maintenance or alteration procedures, for instance upgrading network management software. These will be excluded from availability calculations.

If the fault is subsequently found to be in the operator network (including its CPE) open eir's **standard terms and conditions regarding recovery of costs for reported** faults found to be in not in the open eir network shall apply.

5.2 Exclusions

The circuit will be deemed available to the customer and is therefore excluded for the purposes of calculating credits if the non-availability arises from or is otherwise caused or contributed to by the following circumstances:

- Where continuous access to the Operator end user premises is not available to open eir on request from the time the fault is reported.
- Where the fault is caused by third party activities such as cable damage; loss or variation of electrical power at the Operator site containing a Wholesale Ethernet Interconnect Link – Edge Node Handover (WEIL-ENH) circuit (see WEIL product description document).
- Where the fault is caused by notified severe weather conditions such as storms, flooding or lightning
- Where a fault occurrence is due to changes in Operator provided apparatus
- Where the fault is not in the open eir network
- Where the Operator or its agents are not available to open eir for the purpose of conducting diagnostic tests between the open eir network and the open eir NTU
- Where a fault is reported and no fault is detected when the service is tested
- Any period of scheduled outages notified to the Operator in accordance with the planned works procedure
- A failure of the Operator end user to allow access to premises or equipment when requested
- A failure of the Operator to allow access to the premises containing a Wholesale Ethernet Interconnect Link – Edge Node Handover (WEIL-ENH) circuit (see WEIL product description document).
- The Operator failing to operate the service in accordance with open eir terms and conditions for the provision of the service
- A failure of the Operator to report the fault in accordance with the **fault reporting procedures specified under “Fault Reporting”** as outlined in the WEIL IPM
- Faults relating to the use of non-type approved or CE certified equipment by the Operator.

6.0 Parked Time

Circumstances whereby a fault cannot be progressed on behalf of an Operator, and the fault is parked are outlined as follows:

- open eir cannot get co-operation from the Operator with testing the line
- When a fault ticket receives a Pending Clear status, it will be parked.
- Where an engineer is dispatched and cannot get access to the end user premises, or to the Operator site containing an associated Wholesale Ethernet Interconnect Link – Edge Node Handover (WEIL-ENH) circuit (see WEIL product description document).
- Where to proceed would result in a health and safety risk, avoidance of which could not have been realistically predicted by open eir.
- If it is requested by the Operator and/or end user
- Where a third party, other than open eir contracted entities, restricts open eir from working on resolution of the fault.
- Force Majeure



Appendix 2 - Guidelines for Payment of Service Credits

Penalty credits will be automatically credited to the account associated with the relevant Operator service order.

open eir shall provide individual Operators with Service Credit statements one month in arrears with the statement being reconciled between the parties during month 3 with payment made in the next billing cycle.

In the event that the Operator is of the opinion that a penalty liability has been incorrectly calculated then a claim must be submitted in writing to:

The Service Credit Manager
open eir Wholesale Operations
2022 Bianconi Avenue
Dublin 24

In the event of a query any supporting documentation must be supplied within ten working days of a request by open eir.

Any adjustment will be remitted by way of credit against the account associated with the claim.

Version Control History

Version	Status	Update	Effective Date
1.0		Final	23rd March 2012
1.1		Final	1st July 2013
1.2		Final	14th March 2014
1.2		Final - Document rebranded from eircom Wholesale to open eir	16th September 2015
1.3		Introduction of AutoClosure of Faults in Pending Clear	21st September 2015
V2.0	Final	This document is based on V1.3 Implementation of Standardised Change Control.	21/06/2017
V3.0	Final	Revised Provisioning SLA	17 th December 2018