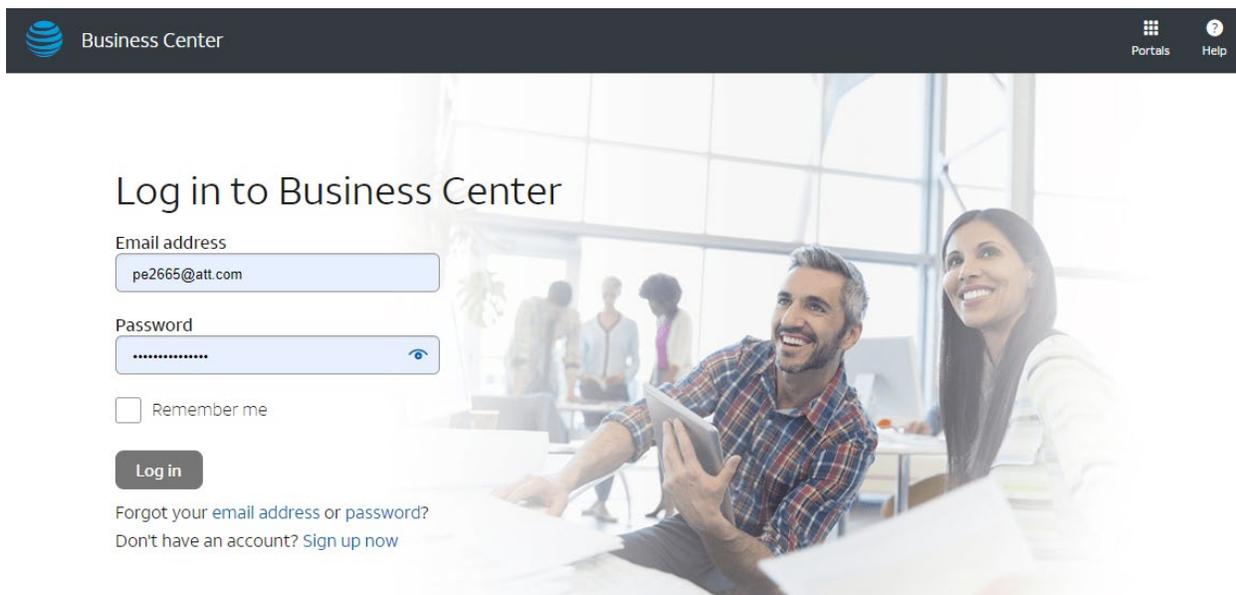


AT&T Facility Portal – Pole Data retrieval and Attachment Data upload

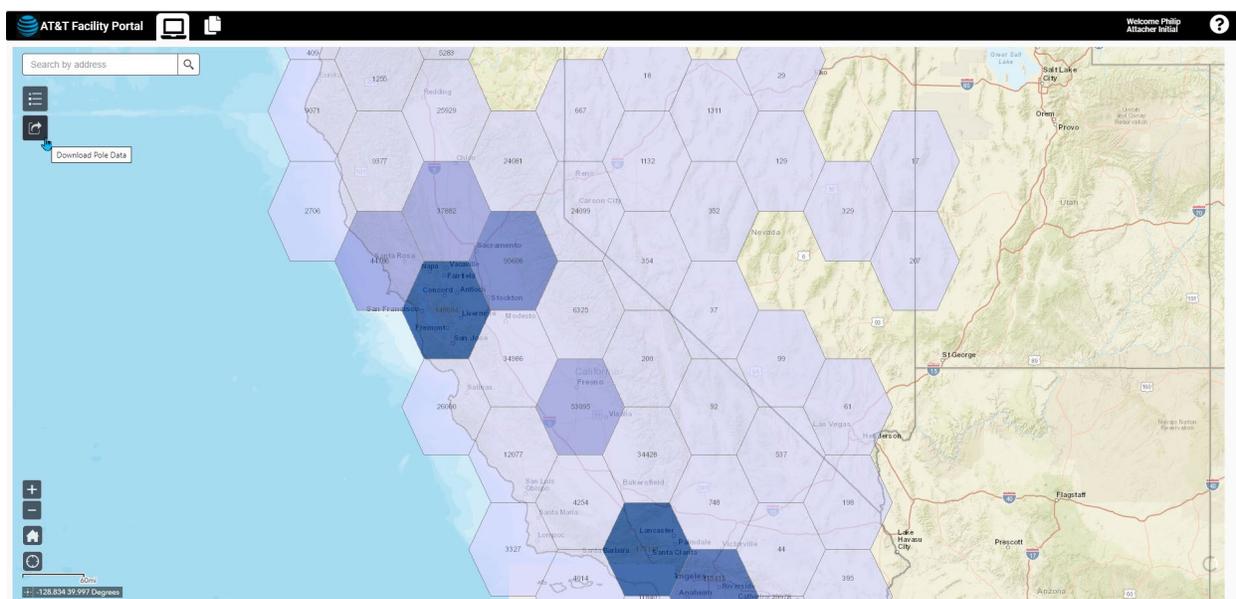
Link to the Facility Portal:

<https://atffacilitiesportal-az-portal.att.com/FacilityPortal/polemapping>

Login through the Business Center using your email address and your password.



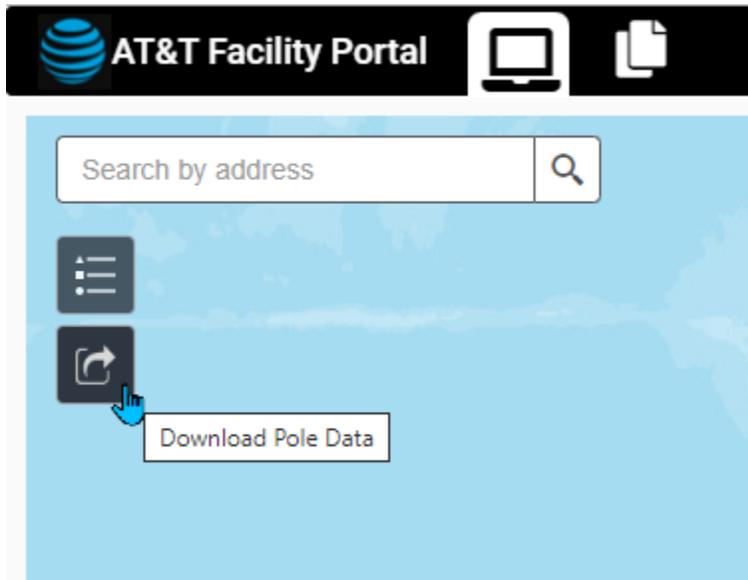
AT&T Facility Portal – Attacher Initial setup:



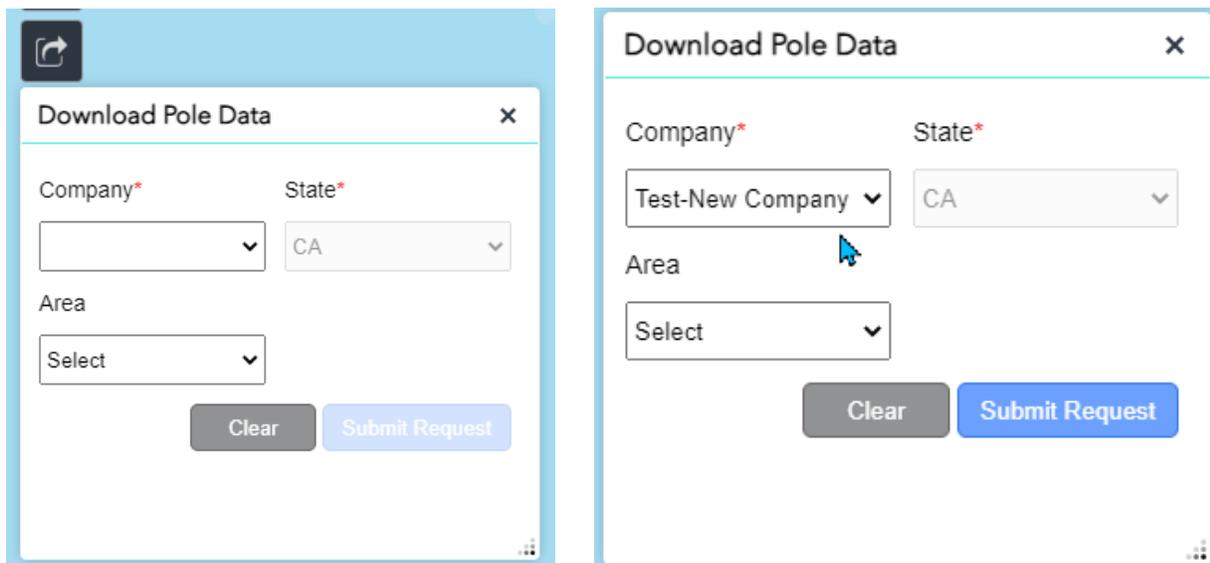
AT&T Facility Portal – Pole Data retrieval and Attachment Data upload

AREA OF INTEREST SELECTION – Download Pole Data

To begin the process of Pole Data retrieval, click on the Download Pole Data icon:



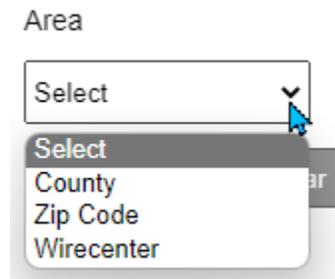
The **Download Pole Data** panel should appear, [please be patient and allow adequate time for the Company picklist to populate](#) before attempting to select the Area (if you experience issues [press the Clear button to start over](#)). Next, ensure you have selected the Company you are representing.



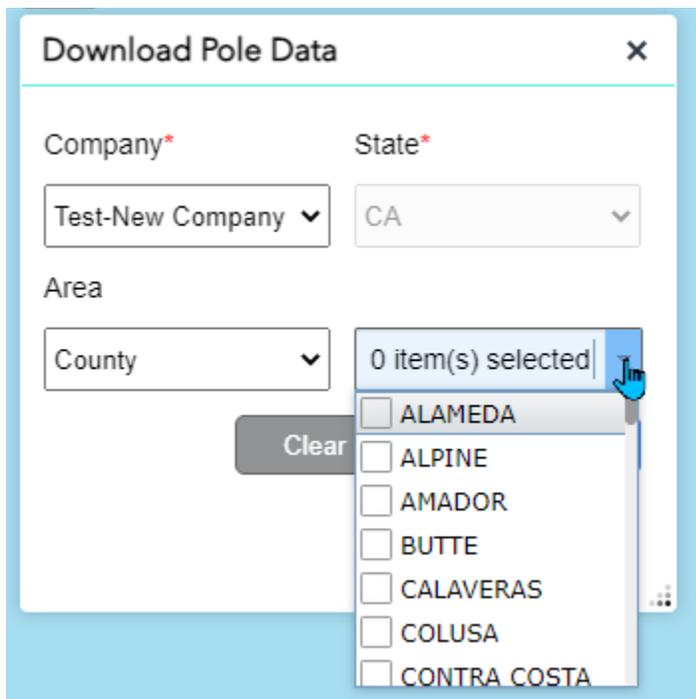
At this point, the **Submit Request** button will be enabled, and you can submit your request for the entire state of California. If you would like to request a smaller geographic area, use the Area options shown on the following page.

AT&T Facility Portal – Pole Data retrieval and Attachment Data upload

The Area options include County, Zip Code, and AT&T Wire Center. County is the option we expect most Attachers will choose.



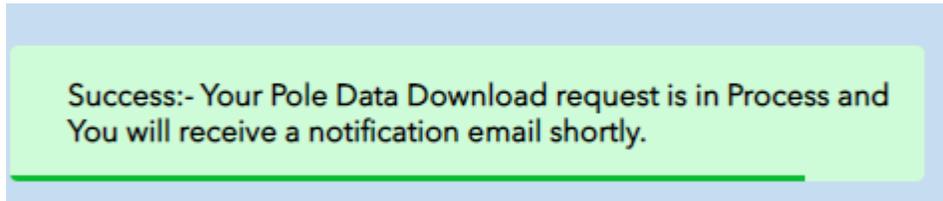
Once you have selected the Area option, the selection list will appear to the right. In this example, you may select multiple counties and the map will zoom to the extents of the selection(s). [Please be patient as you make multiple selections.](#)



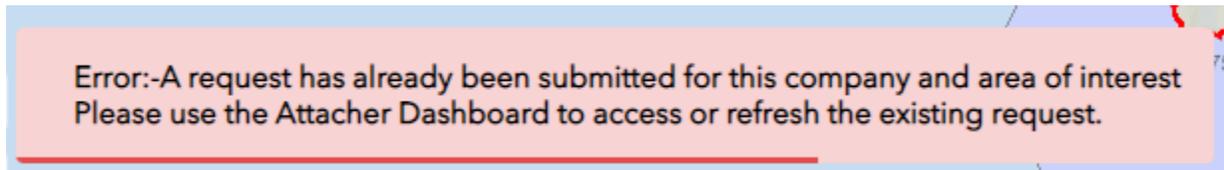
AT&T Facility Portal – Pole Data retrieval and Attachment Data upload

After you have made your selections, press the **Submit Request** button.

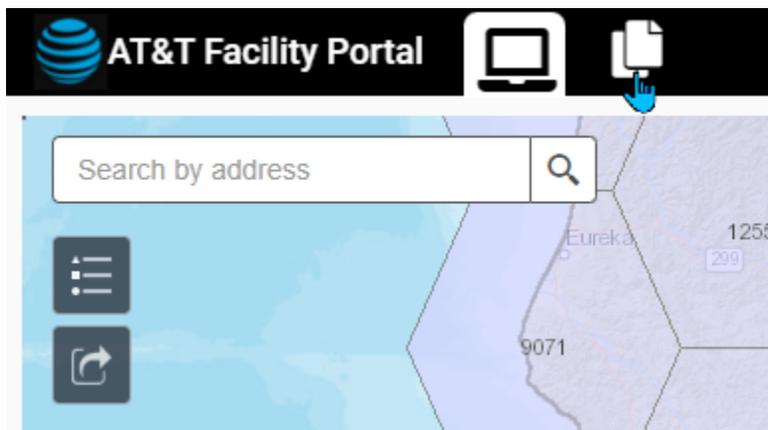
When the request is received, you will see a message appear at the bottom left of the screen. Shown, below, the message informs you the request is in Process. You will receive an email when the data is available for download.



If you, or another representative of the company you selected, has already made the same request for the same Area of Interest, you will see the following reminder:



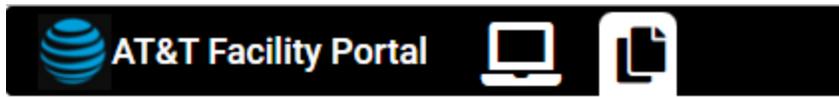
You can find the **Attacher Dashboard** icon at the top left of the screen:



AT&T Facility Portal – Pole Data retrieval and Attachment Data upload

ATTACHER DASHBOARD – Pole Data Download Requests

The first section of the Attacher Dashboard is the Pole Data Download Requests screen:



Pole Data Download Requests | [Pole Data Uploads](#)



Pole Data Download Requests

From this screen, you can review the status of your request(s) and any requests submitted by others for the companies you represent. This screen is also used to download the Pole Information and/or Refresh the data set.

Company Name	Requested Date	File Name	Status	Area Chosen	User Select By	Version
Test-New Company	08/25/2023 04:05:06	Test-New Company20230825040506_4.zip	REFRESH_SUCCESS	ZIP CODE	90003	4
Test-New Company	08/25/2023 03:50:13	Test-New Company20230825035013_3.zip	REFRESH_SUCCESS	ZIP CODE	90007, 90011	3
Test-New Company	08/25/2023 03:42:32	Test-New Company20230825034232_2.zip	REFRESH_SUCCESS	WIRECENTER	ALHBCA01, ANGWCA11, ANHMCA01	2
Test-New Company	08/25/2023 03:42:03	Test-New Company20230825034203_3.zip	REFRESH_SUCCESS	WIRECENTER	ANHMCA01	3
Test-New Company	08/24/2023 19:20:07	Test-New Company20230824192007_2.zip	DOWNLOAD_FAILED	COUNTY	COLUSA, HUMBOLDT	2

For example, the following request for the San Diego County area has been received for the first time (Version 1).

Status	Area Chosen	User Select By	Version
RECEIVED	COUNTY	SAN DIEGO	1

AT&T Facility Portal – Pole Data retrieval and Attachment Data upload

When the request is being processed by the system, the status will change to **INPROGRESS**:

File Name	Status
	INPROGRESS

Once the request is processed, the status will change to **SUCCESS** and there will be a link in the File Name column to download the generated ZIP file:

File Name	Status
ATT Communications20230726102935_5.zip	SUCCESS

When you download and extract the ZIP file (an example of a request for the entire state is shown below), you should find 3 different types of files.

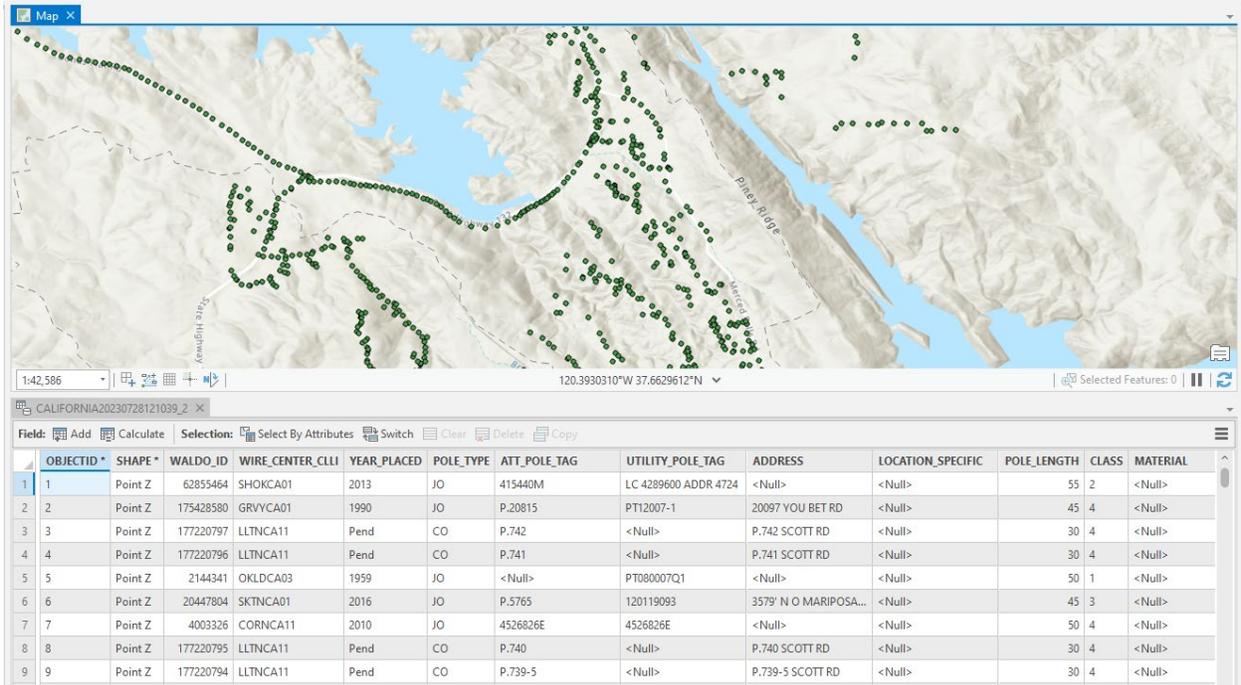
- First, the GDB file includes the pole data within the Area of Interest selected.
- Next, there will be one or more CSV files (depending on the number of poles within the Area of Interest, additional CSV files may be necessary).
- Finally, there will be a Template CSV file which includes the data columns expected back from each Attacher—we recommend you retain the same naming convention when uploading Attachments on the **Pole Data Uploads** page, but it is not a requirement.

Name
 CALIFORNIA20230728121039_2.gdb
 CALIFORNIA20230728121039_2.csv
 CALIFORNIA20230728121039_2_Template.csv
 CALIFORNIA20230728121040_2.csv
 CALIFORNIA20230728121041_2.csv

AT&T Facility Portal – Pole Data retrieval and Attachment Data upload

POLE DATA FILES PROVIDED

The GDB file is useful when utilizing a GIS application for spatial analysis:



The screenshot shows a GIS application interface. The top part is a map view displaying a terrain map with numerous green circular markers representing pole locations. The map includes labels for 'State Highway', 'Piney Ridge', and 'Honey'. Below the map is a toolbar with various GIS tools and a coordinate display showing 120.3930310°W and 37.6629612°N. At the bottom, a data table is displayed with the following columns: OBJECTID, SHAPE, WALDO_ID, WIRE_CENTER_CLLI, YEAR_PLACED, POLE_TYPE, ATT_POLE_TAG, UTILITY_POLE_TAG, ADDRESS, LOCATION_SPECIFIC, POLE_LENGTH, CLASS, and MATERIAL. The table contains 9 rows of data.

OBJECTID	SHAPE	WALDO_ID	WIRE_CENTER_CLLI	YEAR_PLACED	POLE_TYPE	ATT_POLE_TAG	UTILITY_POLE_TAG	ADDRESS	LOCATION_SPECIFIC	POLE_LENGTH	CLASS	MATERIAL
1	Point Z	62855464	SHOKCA01	2013	JO	415440M	LC 4289600 ADDR 4724	<Null>	<Null>	55	2	<Null>
2	Point Z	175428580	GRVYCA01	1990	JO	P.20815	PT12007-1	20097 YOU BET RD	<Null>	45	4	<Null>
3	Point Z	177220797	LLTNCA11	Pend	CO	P.742	<Null>	P.742 SCOTT RD	<Null>	30	4	<Null>
4	Point Z	177220796	LLTNCA11	Pend	CO	P.741	<Null>	P.741 SCOTT RD	<Null>	30	4	<Null>
5	Point Z	2144341	OKLDCA03	1959	JO	<Null>	PT080007Q1	<Null>	<Null>	50	1	<Null>
6	Point Z	20447804	SKTNCA01	2016	JO	P.5765	120119093	3579' N O MARIPOSA...	<Null>	45	3	<Null>
7	Point Z	4003326	CORNCA11	2010	JO	4526826E	4526826E	<Null>	<Null>	50	4	<Null>
8	Point Z	177220795	LLTNCA11	Pend	CO	P.740	<Null>	P.740 SCOTT RD	<Null>	30	4	<Null>
9	Point Z	177220794	LLTNCA11	Pend	CO	P.739-5	<Null>	P.739-5 SCOTT RD	<Null>	30	4	<Null>

Alternatively, the provided CSV file(s) include the same information in a delimited format:

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
WALDO_ID	WIRE_CENTER_CLLI	YEAR_PLACED	POLE_TYPE	ATT_POLE_TAG	UTILITY_POLE_TAG	ADDRESS	LOCATION_SPECIFIC	POLE_LENGTH	CLASS	MATERIAL	GPS_LAT	GPS_LON	MUNICIPALITY	COUNTY	UUID	JOINT_OWNER
2	122515227	TUSTCA11	1982	JO	UNK	F 14772 HOLT AV		40	4		33.74916805	-117.8141419	TUSTIN	ORANGE		
3	122515187	TUSTCA11	1983	JO	UNK	R 13831 BRENNAN WY		40	4		33.76212922	-117.8113269	SANTA ANA	ORANGE		
4	122515184	TUSTCA11	2009	JO	UNK	REDHILL		40	4		33.73494724	-117.8118583	TUSTIN	ORANGE		
5	122515176	TUSTCA11	1962	JO	UNK	R 13772-2 CARLSBAD DR		40	4		33.76280489	-117.81838	SANTA ANA	ORANGE		
6	122515167	TUSTCA11	1971	JO	UNK	R 18402 VANDERLIP AV		40	4		33.75656601	-117.8121517	SANTA ANA	ORANGE		
7	122515157	TUSTCA11	1978	JO	UNK	RW 17131 ALTADENA DR		40	4		33.73138281	-117.8315004	TUSTIN	ORANGE		
8	122515050	TUSTCA11	1994	JO	UNK	R 1101 EL CAMINO REAL		40	4		33.73807949	-117.8207972	TUSTIN	ORANGE		
9	122514960	TUSTCA11	1988	JO	UNK	R 17612 FIESTA WY		40	4		33.75675818	-117.8236856	TUSTIN	ORANGE		
10	122514953	TUSTCA11	1876	JO	UNK	14141 BRENNAN WY		40	4		33.75798962	-117.8114482	SANTA ANA	ORANGE		
11	122514922	TUSTCA11	2008	JO	UNK	P 631884E SKYLINE DR		40	4		33.75664905	-117.7840509	SANTA ANA	ORANGE		
12	122514902	TUSTCA11	1876	JO	UNK	R 14232 LAMBETH		40	4		33.75667924	-117.8165415	TUSTIN	ORANGE		
13	122514861	TUSTCA11	1980	JO	UNK	R 12611 BUBBLING WELL RD		40	4		33.74593724	-117.7945857	SANTA ANA	ORANGE		
14	122514745	TUSTCA11	1983	JO	UNK	R 18571 MEDFORD AV		40	4		33.76219845	-117.8084532	SANTA ANA	ORANGE		
15	122514740	TUSTCA11	1993	JO	UNK	R 18571 SAUGUS AV		40	4		33.76472068	-117.8088642	SANTA ANA	ORANGE		
16	122514706	TUSTCA11	2018	JO	UNK	12932-2 CHARLOMA		40	4		33.74711793	-117.8064765	TUSTIN	ORANGE		
17	122514665	TUSTCA11	2013	JO	UNK	R 1381 MALINA LOD RD		40	4		33.74215613	-117.8081691	TUSTIN	ORANGE		
18	122513818	HGLDCA11	1876	JO	UNK	5607-2 MC KINLEY AV		40	4		34.15190452	-117.23664	SAN BERNARDINO	SAN BERNARDINO		
19	122513802	HGLDCA11	1876	JO	UNK	5615 ARDEN AV		40	4		34.15182791	-117.234337	HIGHLAND	SAN BERNARDINO		

AT&T Facility Portal – Pole Data retrieval and Attachment Data upload

The provided Pole Data includes the following information to help the Attacher locate the pole:

WALDO_ID – the unique identifier used by AT&T for a pole.

WIRE_CENTER_CLLI – the AT&T Wire Center where the pole is located.

YEAR_PLACED – the year the pole was placed or the year the project that placed the pole was Closed.

POLE_TYPE—

CO = AT&T solely owned (aka company owned)

JO = Jointly owned pole

ATT_POLE_TAG—the AT&T Pole Tag if known, this field may have other data.

UTILITY_POLE_TAG—the utility pole tag if known, this field may have other data.

ADDRESS—information helpful to identify the location of the pole.

LOCATION_SPECIFIC—additional information helpful to identify the location of the pole.

POLE_LENGTH—the total length of the pole.

CLASS—the strength of the pole.

MATERIAL—the material the pole is made of.

GPS_LAT—the decimal degrees GPS Latitude of the pole.

GPS_LON—the decimal degrees GPS Longitude of the pole.

MUNICIPALITY—the municipality where the pole is located.

COUNTY—the county where the pole is located.

UUID—the Utility Unique ID for the poles (for instance, some electric companies use an equipment ID).

JOINT_OWNER—the base owner of the pole or communications-space owner on the pole.

The template CSV includes the following columns. You can find more information about the requirements of these fields in the [Pole Attachment DB Phase 2 Schema Details](#).

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	WALDO_ID	Attacher	Attachme	Attachme	Attachme	Attachme	Height_of	Attachme	Attachme	Attachme	Voltage	Support_Structures		
2														
3														
4														
5														
6														
7														
8														
9														

WALDO_ID

Attacher_Application_Number

Attachment_Type

Attachment_Identifying_Number

Attachment_Status

Attachment_Status_Date

Height_of_Attachment

Attachment_Weight

Attachment_Dimensions

Attachment_Tensile_Strength

Voltage

Support_Structures

AT&T Facility Portal – Pole Data retrieval and Attachment Data upload

Refreshing the Pole Data

After you have gone through the initial analysis of the poles, you may choose to generate an updated listing of poles for the same Area of Interest. This may be useful to take advantage of more recent data AT&T has available at that time. Simply choose the Refresh option for that row and the process will be repeated:

SUCCESS	COUNTY	COLUSA, SACRAMENTO	1	
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The request status will update to REFRESH_RECEIVED and the version number will increment by one.

Status 	Area Chosen 	User Select By 	Version 	
REFRESH_RECEIVED	COUNTY	COLUSA, SACRAMENTO	2	

Once the data is available the status will update to REFRESH_SUCCESS.

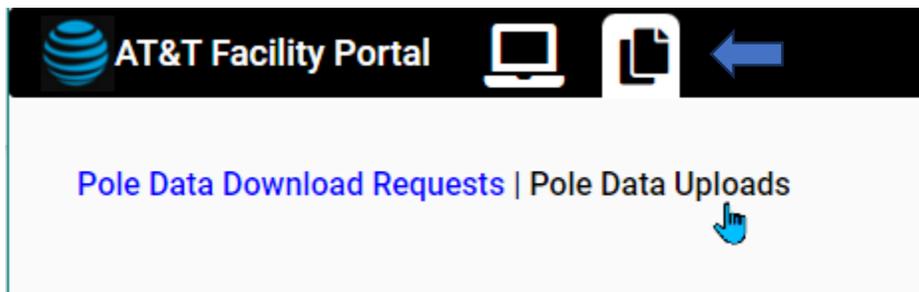
File Name 	Status 
Test-New Company20230825034203_3.zip	REFRESH_SUCCESS

AT&T Facility Portal – Pole Data retrieval and Attachment Data upload

ATTACHER DASHBOARD – Pole Data Uploads

Once the Attacher determines the Attachments to provide for the applicable poles, the previously provided Template CSV file should be used to detail the required Attachment data. The **AT&T Facility Portal** can then be used to access the Attacher Dashboard once more to upload the data. Attachers may provide more than one file; however, please do not provide the same attachment in more than one file (and uploaded files may be deleted as necessary).

Within the **AT&T Facility Portal**, navigate to the **Attacher Dashboard** icon, and then choose the **Pole Data Uploads** tab:



From the **Pole Data Uploads** screen, the Attacher may upload files for any represented companies, delete them, &/or review the current status of the files. [Remember, please do not provide the same attachment in multiple files.](#)

Pole Data Uploads File Upload Help

Select Company Name
Test-New Company

File Name	Uploaded By	Date/Time	Status	
test data 96.csv	rk446u	08/04/2023 09:54:35	RECEIVED	✕
PoleDataUploadTest3.csv	ap1096	08/03/2023 15:23:11	RECEIVED	✕
test data_pass.csv	rk446u	07/27/2023 13:01:12	INPROGRESS	✕
test file 3.csv	sy634t	07/26/2023 12:03:39	INPROGRESS	✕
reject.csv	sy634t	07/26/2023 11:04:42	INPROGRESS	✕

Showing 1 to 5 of 10 entries

Upload

Drag and drop files here
or
[Browse Files](#)
Max 1 file allowed.

[Cancel](#) [Upload File](#)

AT&T Facility Portal – Pole Data retrieval and Attachment Data upload

If you represent more than one company, please ensure you first select the appropriate company when uploading a file:



Pole Data Uploads

Select Company Name
Test-New Company

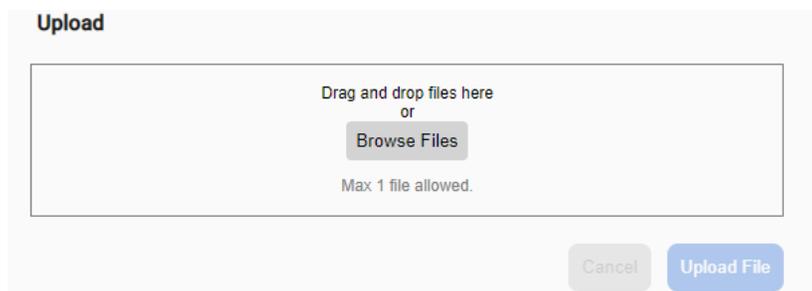
Here are the requirements for any files uploaded on this screen:

Note for Upload file :

- File must be .csv
- Filename character limit upto 50
- Must be different filename than exists for company
- Must not include " Passed" in filename
- Must not include "Rejected " in filename

 File Upload Help

You may 'drag and drop' a file to the browser or use the Browse option to navigate your computer's file system to select the specific file. When you are ready, press the **Upload File** button or press the **Cancel** button to cancel the upload. Please note this option only permits one file at a time, but multiple files can be uploaded in succession.



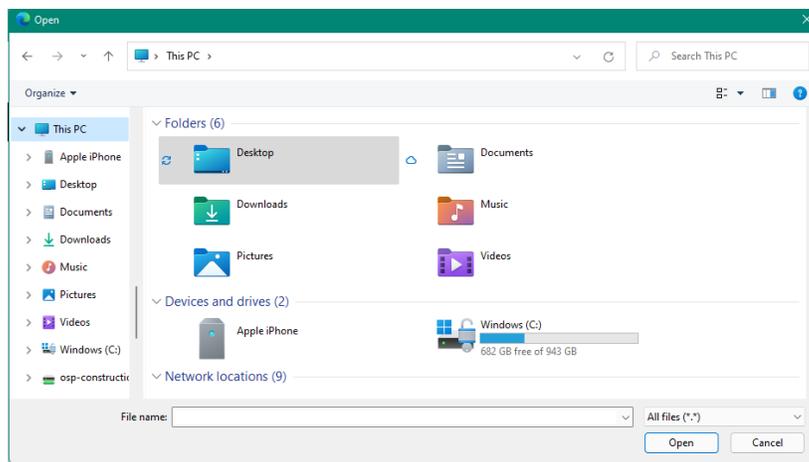
Upload

Drag and drop files here
or
Browse Files

Max 1 file allowed.

Cancel **Upload File**

Browse Files:



AT&T Facility Portal – Pole Data retrieval and Attachment Data upload

Once you have uploaded the necessary files, you can review the status of the files.

File Name	Uploaded By	Date/Time	Status	
test data 96.csv	rk446u	08/04/2023 09:54:35	RECEIVED	✕
PoleDataUploadTest3.csv	ap1096	08/03/2023 15:23:11	RECEIVED	✕
test_data_pass.csv	rk446u	07/27/2023 13:01:12	INPROGRESS	✕
test file 3.csv	sy634t	07/26/2023 12:03:39	INPROGRESS	✕
reject.csv	sy634t	07/26/2023 11:04:42	INPROGRESS	✕

Showing 1 to 5 of 10 entries

Initially, the status will be RECEIVED. When the files are being scanned for errors, the Status will change to INPROGRESS. If you would like to delete an uploaded file, use the X at the far right. In this way, you can upload an updated file as necessary.

Status	
RECEIVED	✕
RECEIVED	✕
INPROGRESS	✕
INPROGRESS	✕
INPROGRESS	✕

If any errors are detected within the uploaded file, an email will be sent to the person who uploaded the data. For instance, if the WALDO_ID is not provided for an attachment, AT&T will have no way to determine which pole the attachment is for and the file will be rejected. The email will include information to help the Attacher identify the errors which must be resolved along with any warnings.

Rejected files should be deleted by the Attacher and new data should be uploaded.

Once the file(s) pass the error detection mechanism, the status will update to PASSED.

AT&T Facility Portal – Pole Data retrieval and Attachment Data upload

Accessing the Pole Database and Structure Access

After an Attacher has uploaded all Attachments, contact AT&T at g10207@att.com to FINALIZE the file(s). Please include the following information in the email:

- Subject Line = “Finalize pole attachment upload”
- Body of Email = Attaching Party company name and the name of the uploaded file

IMPORTANT: Once the files are FINALIZED, the files will be locked and cannot be Deleted.

At a later date, the Attacher files will be uploaded into AT&T’s pole database. At that point in time, the Attacher’s representative’s profile will be updated from “Attacher Initial” to “Attacher” which will enable the Attacher to submit new Structure Access Requests (SAR) through the **AT&T Facility Portal**:

