

BELL SYSTEM PRACTICES
Station Installation and Maintenance

SECTION C11.001
Issue 2, 9-1-32
Standard

PLAN FOR SYSTEM ISSUED PRACTICES

1. GENERAL

1.01 This section covers the plan for System issued "Bell System Practices--Station Installation and Maintenance."

1.02 This section is reissued to cover the definitions of ratings of the Bell System Practices, to cover the treatment of addenda and to make certain rearrangements in the setup of this section.

2. ISSUE NUMBERS AND RATINGS

2.01 Each section is assigned an issue number starting with 1. The issue number is raised each time the section is reissued and it is understood that the higher numbered issue supersedes any lower numbered issue.

2.02 Associated with the issue number of each section, one of the following ratings is given: "Provisional," "Provisional Standard" or "Standard."

2.03 The rating "Provisional" is employed on sections that are prepared for specific trial in one or several places, or for any case where special or limited distribution is desired. These sections are distributed only to the Bell Operating Companies involved.

2.04 The rating "Provisional Standard" is employed on sections which are intended for immediate use under all circumstances where they may apply and are expected ultimately to be standardized, but which have not been fully approved because of insufficient experience or because of some action still pending in connection with the standardization of the associated project. These sections are forwarded to all Bell Operating Companies.

2.05 The rating "Standard" is employed on sections which have been fully approved for general use. These sections are forwarded to all Bell Operating Companies.

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3. ADDENDA

3.01 Addenda are used to supplement Bell System Practices—Station Installation and Maintenance when the reissuance of the section may not be desirable at the time the changed information is required.

3.02 Addenda, in general, cover the following types of information:

- (a) Important additions and improvements in the practices.
- (b) Requirements or procedures for new apparatus, equipment, or systems.
- (c) Important changes in existing practices.

3.03 An addendum is issued only when there is an urgent need in the field for information normally covered in the Bell System Practices and when the section which it modifies is sufficiently up to date and of such size that a revision is not warranted at the time. The addendum should be inserted in the binder in front of the related section.

3.04 When the information is to be further changed on a section having an addendum, another addendum may be issued but the information contained in the earlier addendum is then included in the new addendum so that the section will have but one associated addendum at a time.

3.05 Each addendum carries its own issue number starting with Issue 1 and this therefore may not correspond with the issue number of the section. However, each addendum indicates in the text the issue number of the section with which it is associated, and if an addendum supersedes another addendum, this fact is also indicated.

3.06 Addenda are given ratings the same as for sections but an addendum does not necessarily have the same rating as the section which it modifies.

3.07 Standard and Provisional Standard addenda are forwarded to all Bell Operating Companies. Provisional addenda are forwarded only to the Bell Operating Companies involved.

4. SIZE, BINDING AND COLOR

4.01 Sections of "Bell System Practices—Station Installation and Maintenance" are furnished, size 4 inches by 6-7/8 inches and are tab cut according to divisions. The back edge is suitably punched to facilitate placing in the approved binders available for this purpose.

4.02 In order to readily identify the status of particular sections, the following color scheme has been adopted:

Type of Practice	Color of Paper
Standard Section	White
Provisional Standard Section	Yellow
Provisional Section	*Yellow
Addendum	Pink

*In the case of Provisional sections having limited distribution any color paper may be used.

5. DISTRIBUTION AND REPLACEMENT

5.01 It is important that the latest issue of sections be used in every case and to facilitate this, checking lists are issued from time to time to facilitate the replacement of obsolete sections and to indicate the latest issues of current sections.

5.02 Centralized stocks of "Bell System Practices—Station Installation and Maintenance" are maintained by the Western Electric Company. The plan for ordering, distributing and handling the practices in the Bell Operating Companies may vary somewhat for each company and will be administered locally.

5.03 Addenda may be ordered in the same manner as sections. If a section is ordered which has an associated Standard or Provisional Standard addendum, the addendum will be supplied without being specifically ordered. Provisional addenda will be supplied only on specific order.