

RADIO ADMINISTRATION
POINT TO POINT MICROWAVE RADIO SERVICE
PRE-TURN UP INSPECTION

1. GENERAL

1.001 This Addendum supplements Section 400-401-000 and provides a pre-turn up inspection check list for microwave radio.

1.002 This Addendum is reissued to update Exhibit 1, Microwave Radio FCC Compliance Check List for Pre-Turn Up Inspection, Form SW-6127, and to clarify the membership of the inspection team.

1.003 The check list items on Form SW-6127 are required to be in compliance with Federal Communication Commission (FCC) rules and regulations before a microwave radio station can be licensed to operate.

1.004 FCC Form 436, "Application for Station License," shall not be filed until the inspection is completed and all defects are corrected.

4. OPERATIONAL TECHNICAL REQUIREMENTS

(Change the following paragraph)

4.04 Form SW-6127 is 8½ by 11 and punched on the left margin for filing in a two, three or four ring binder. The Form is printed on both sides (Exhibit 1 and 2) and is to be used to record the results of pre-turn up inspections:

- Inspections shall be made on new stations and when additions or changes occur at existing stations.
- Inspections shall be made after all physical construction has been completed.

- A separate SW-6127 should be prepared for each station.
- Information regarding "discrepancies found" should be listed on a separate sheet and attached to the SW-6127. Include name of station and date on the attachment.
- Inspections will be conducted jointly by Network Transmission Engineering and Network Maintenance. The Section FCC Compliance Coordinator shall be a member of the inspection team.
- Distribution of Form SW-6127 shall be as follows:

(a) The original Form SW-6127 and attachments shall be forwarded, upon satisfactory completion of the inspection, to the Assistant Vice President-Network Central Office Operations.

(b) A copy of Form SW-6127 shall be retained by the Section in the FCC Engineering Administrative Coordinator's Station File.

18. ORDERING FORM SW-6127

(Add the following paragraph)

18.01 Form SW-6127 can be ordered through the Western Electric Company on a hard copy requisition. The ordering unit is 100 ea.

EXHIBIT 1

FORM SW-6127 (FRONT)



SW-6127
(Rev. 8-82)

Retention Period—See J.P. 47
BSP 400-401-000SW

**MICROWAVE RADIO FCC COMPLIANCE CHECK LIST
FOR PRE-TURN UP INSPECTION**

Date _____

Compliance Team: Net. Mtce. _____, Net Trans. Engr. _____

System Name _____

Station Name _____ Call Sign _____

New _____ Addition or Change (Explain) _____

CP File No. _____ Date CP/STA. Granted _____ CP Expiration Date _____

Check off Legend: ✓ = OK, X = Discrepancy, (X) = Discrepancy Corrected, NA = Not Applicable

STATION LOCATION

CHECK OFF

A. Station details to verify with C.P. *:

1. Structure (verify with station drawings & architect)

- a) Antenna Structure Height _____ ft. _____
- b) Is lighting and marking as specified? FCC Form 715, par _____
- c) Antenna information (FCC Code No., Mgf. No., Model No.) _____

2. Transmitting Equipment Information

- a) Type or model number _____
- b) Power Output _____
- c) Frequency _____

B. Equipment Tests:

- 1. Date construction and installation completed per C.P. _____
- 2. Date tests started _____
- 3. Is test information entered on technical log (Frequency, Modulation and Power)? _____

C. Station Authorization:

- 1. Is construction permit posted or PN and FCC Form 435? _____
- 2. Is FCC Form 715 posted with authorization? _____
- 3. Are applicable waivers posted? _____

D. Station Logs:

- 1. Has station log book been implemented? _____
- 2. Does station log book contain:
 - a) Current licensed operator's register [E-5182]? _____
 - b) Key sheet of abbreviations (BSP 400-100-001)? _____
 - c) Antenna structure lighting log [E-5176]? _____
 - d) Technical Log [E-5175]? _____
 - e) Telephone number for the nearest FAA Flight Service Station? _____
 - f) Location and telephone number of alarm center? _____

E. Alarms:

- 1. Have all equipment and building alarms been tested with Alarm Center? _____

Official File Copy, unless reproduced

EXHIBIT 2

FORM SW-6127 (BACK)

ALARM CENTER

A. Primary: Location: _____ Tel. No. _____

B. Secondary Location: _____ Tel. No. _____

CHECK OFF

C. Station Logs:

- 1. Has Station log book been implemented? _____
- 2. Does station log book contain:
 - a) Key sheet of abbreviations [BSP 400-100-001]? _____
 - b) Antenna structure lighting log [E-5176]? _____
 - c) Alarm indication log [E-3870]? _____
 - d) Is telephone number for appropriate FAA Flight Service Station in the log? _____

D. Alarms:

- 1. Are radio and associated equipment alarms uniquely identified? _____
- 2. Are building alarms uniquely identified? _____
- 3. Are antenna lighting alarms uniquely identified? [top, side and flasher]? _____
- 4. Are the alarm indications in items 1, 2, and 3 identified at the secondary alarm center? _____
- 5. Are the primary and secondary alarm center telephone numbers on file with the FCC? _____

FCC RULES AND REGULATIONS

A. Is Part 21 available and current at:

- **1. Station location? _____
- **2. Maintenance location? _____
- **3. Alarm center? _____

B. Is Part 17 available and current at:

- **1. Station location? _____
- **2. Maintenance location? _____
- **3. Alarm center? _____

C. Training:

- 1. Are all personnel associated with the station and alarm center familiar with the FCC Rules and Regulations? _____

* If CP has not been issued, verify with FCC Form 435.

** It is an FCC requirement that the rules be maintained at the transmitter location, maintenance location or alarm center. However, it is recommended that a copy be maintained at the maintenance location and at all alarm centers. It is also recommended that a copy of Section 400 be maintained at all alarm and maintenance centers.