

POWER TRANSITIONS
ATTACHMENT WECO HANDBOOK 22, SECTION 1

1. GENERAL

- 1.01** This section face sheet is issued to assign its 9-digit number and title in place of the previous 9-digit number, 201-112-026, which was assigned to the section entitled "Power Transitions – Attachment WECO Handbook 22, Section 1." The previous 9-digit assignment is canceled. Notice of cancellation and a cross reference to this section number will remain in the appropriate Division Index for a minimum of 12 months.
- 1.02** When this section is reissued, it will be issued in a standard format.
- 1.03** Recommendations for changes, additions, or deletions to this section should be forwarded as specified in Section 000-010-015.
- 1.04** The old section and any current addendum and attachments should be removed from their previous place in the file and attached behind this page and then filed by the new number.



NOTICE

Not for use or disclosure outside the
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POWER TRANSITIONS
ATTACHMENT WECO HANDBOOK 22, SECTION 1

1. GENERAL

1.01 The purpose of this section is to make Western Electric Handbook 22, Section 1 dated 6-17-65 available to the central office maintenance

force. This handbook section covers the planning and other preparation to be made before a transition is started and can be used as a guide when a power transition is to be performed at a telephone power plant by the Western Electric Company.

POWER TRANSITIONS

1. GENERAL INFORMATION

1.1 Scope

1.11 This section covers the planning and other preparations to be made before a transition is started. It covers arrangements that can be made with the Telephone Company representative for equipment releases and their restoration to service.

1.12 The sections in this handbook have been assembled to provide methods and other information, necessary to the safe completion of all types of power transitions. The prevention of service interruptions, safety precautions and protection for personnel and equipment are heavily stressed.

1.2 Associated Handbooks

1.21 The following handbooks should be used as required during the transition.

- (a) Power Installation, No. 18.
- (b) Power Machines and Apparatus, No. 19
- (c) Testing Power Plant Equipment, No. 21.

1.3 Reference Tables

1.31 When selecting or ordering transition material required to maintain service and for other information not readily available, refer to Section 90 of this handbook in addition to the section that applies to the transition work to be done. Section 90 lists the various reference tables and the handbook sections where they may be found.

1.4 Protection: For information on protective methods and type of protection to be used, refer to Section 11 of this handbook.

2. TRANSITION WORK

2.1 Planning Procedures

2.11 On major additions to and major modifications of any existing power plant, the procedures that will be followed when doing the transition work are usually initiated by the telephone company. Existing facilities are studied, local operating practices and traffic data are noted, then the ultimate decision is made whether temporary equipment and temporary cabling arrangements are necessary to prevent a service interruption.

2.12 General instructions for any special arrangement and a request for temporary material is then included in the outline specification which is released to the Western Electric Company. This is not to be confused with a detailed transition method of procedure, which must be prepared by the installer.

2.13 Any special protection requested by the telephone company that would increase the job cost should also be noted in the outline specification.

2.2 Transition Conference

2.21 When no method of procedure has been furnished by the telephone company on a major or complicated modification, a transition conference should be arranged prior to the start of the job, between the equipment engineer and the representatives of the telephone company and the Installation Organization.

2.22 The conference should be arranged to decide on the plan to be used for the transition, including the use of temporary material and how it will be obtained. In such cases the job specification should order the transition material (designated "F") and outline the general plan of procedure agreed upon. This will facilitate the preparation of a detailed transition method of procedure by the installer, which is described in Section 40 of this handbook.

2.3 Ordering Transition Material

2.31 When transition material has not been furnished and is not included in the job specification, the necessary material may usually be ordered on a telephone company approved "Installers Requisition" during the installation period.

3. PLANNING CONFERENCES

3.1 When a draft of the "Transition Method of Procedure" is ready, the Western Electric Company's Supervisor shall notify the Telephone Company's Contact Representative, who will arrange a conference with all interested parties, to discuss the work involved.

3.2 Items for discussion should include: the start and completion date of each phase of the transition, the release of equipment from service and its subsequent return, temporary arrangements, hours of work, operations during which the telephone company will take special precautions (distinct from night work), precautions to be observed by the Western Electric Company the equipment and material that the telephone company can make available for use by the installer and plans for restoring service if a service interruption should occur as outlined in Section 10.

3.3 Other meetings shall be held as frequently as required in order to protect working equipment and further the progress of the job.

3.4 When the "Transition Method of Procedure" has the approval of all interested parties, prepare the necessary copies and have them signed and dated by representatives of the telephone company and the Western Electric Company.

4. PRELIMINARY WORK

4.1 The installer should do as much preliminary work as possible such as installing new equipment, running wires and cables, unfastening presently installed wires or cables or any work that can be done to save time during the transition or the time equipment is released from service.

5. OUT-OF-SERVICE CHANGES

5.1 In those cases where the telephone company can release equipment from service, the installer can usually work day time with about the same hazard to service as when installing new equipment.

5.2 This is the most effective way to make changes because fewer precautions are needed.

5.3 Careful verification is required to avoid service interruptions when equipment is returned to service after all work is completed.

6. TEMPORARY OUT-OF-SERVICE CHANGES

6.1 When equipment can only be released from service during certain hours, the installer can work during those hours with small risk to regular service.

6.2 This method may be slower than a complete out-of-service basis, because the work must be planned in small enough bites to insure the return of the equipment to service, at the end of the allotted period.

6.3 Complete verification is required each time the equipment is made ready for its return to service.

➔ Arrowed lines indicate new or changed information.

7. IN-SERVICE CHANGES

7.1 Certain portions of nearly all additions and modifications require working on equipment that is in service.

7.2 These operations require maximum protection and special precautions as described in various sections of this handbook. They are usually performed during light load periods.

8. EQUIPMENT TURNED DOWN OR MADE BUSY

8.1 When necessary to have equipment turned down or made busy, it should be done by the telephone company representative, who should also restore the equipment to service upon completion of work.

8.2 Temporary connections made to keep equipment busy in a nonstandard manner are usually part of the transition and the work involved is done by the installer. Removal of this type of busy condition should only be made with the approval of the telephone company representative.

8.3 Busy conditions should be removed and equipment turndowns restored to service as soon as possible after the step involving them has been completed.

8.4 As each step is completed the telephone company representative and the installer should initial their copies of the "Transition Method of Procedure," to indicate the progress of the job to personnel on other work shifts.

R. W. HILLEGAS

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Reason for Reissue:

- (1) To remove references to Handbook 0.
- (2) To add reference to protection.

Replaces Section 1 dated 8-16-62.