

TELEPHONE SETS AND ASSOCIATED STATION APPARATUS

SELECTION OF INDOOR LOCATIONS

1. GENERAL

1.01 This section serves as a guide in planning the location of telephone sets and associated station apparatus as follows:

- For general indoor use.
- At normal temperatures.
- In a nonexplosive atmosphere.
- At dry locations.

1.02 This section is reissued to state that telephone apparatus equipped with plastic covers should not be installed in locations where there is a possibility that surrounding temperatures will reach 150 degrees F. This could cause warping or deformation of the plastic.

1.03 Whenever service is provided in other than the above indoor locations, use special sets and follow special procedures as covered in other sections.

2. LOCATION

2.01 Install the telephone apparatus in the location chosen by the customer. It may be helpful to point out that some locations are not conducive to concealed wiring or proper maintenance. Give consideration to ability to hear the ring throughout the premises.

2.02 From a maintenance viewpoint, avoid locations where the room noise is likely to cause customer complaints of "Can't hear" or "Can't be heard." However, if no quieter location is available, review the section on apparatus for use at noisy locations. In addition, apparatus should be accessible for maintenance and free from accidental mechanical damage or receiver-off-hook trouble.

2.03 If the customer, after being acquainted with these facts, insists upon a location which is undesirable from a maintenance viewpoint, refer the matter to a supervisor.

2.04 Where the appearance of the completed installation may have a bearing on customer choice of location, inform the customer as to where it may be necessary to have holes drilled, and where wire or cable will be placed and exposed.

2.05 Discourage locations on finely finished surfaces such as:

- Marble.
- Expensive wood paneling.
- Ceramic or glass tile.

Note: The customer should make arrangements to have holes drilled for the above surfaces.

2.06 To avoid inductive noise, do not place telephone apparatus near fluorescent light units.

2.07 Consider the use of available conduit facilities when planning station apparatus locations, and point out to the customer the advantages of concealing wire in conduit.

2.08 Available niches and shelves may be used. Table A gives necessary dimensions of shelves.

2.09 The subscriber set may be mounted in a wall cabinet provided for that purpose. Be sure the set is mounted in the proper position. Adjust signal to satisfy the customer.

2.10 When the customer desires a telephone in a dimly lit location, a set with a dial light such as the 700 type (Fig. 1) may be desirable.

TABLE A
SHELF DIMENSIONS

Type Set	Depth	Width
	inches	inches
202	6	12
300	8	12
500*	9-1/2	12
5300	8-1/2	12
540	10	12
560*	10	12
700*	5	12

* The TOUCH-TONE versions of these sets require the same shelf dimensions.

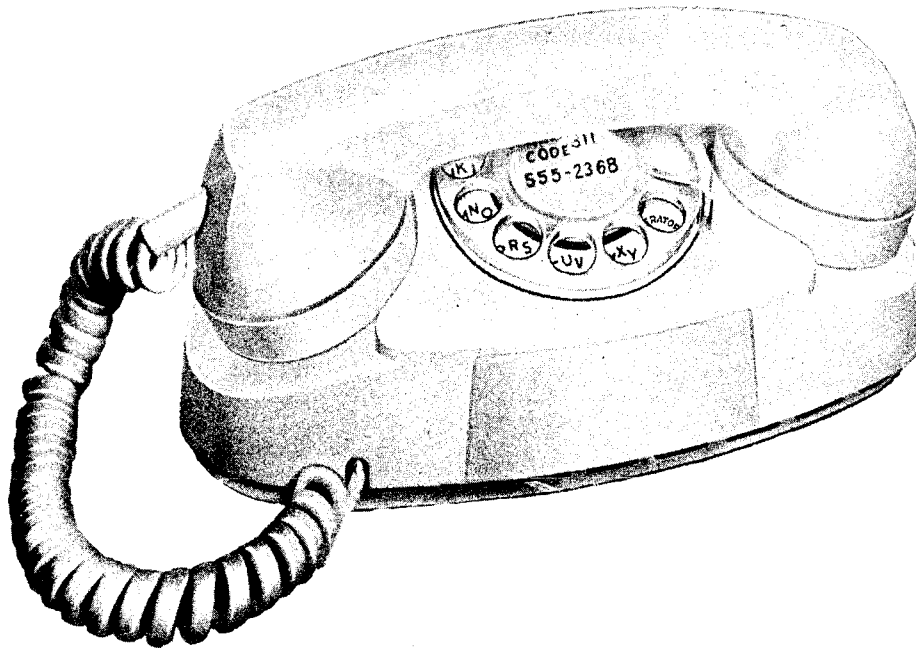


Fig. 1 — 700-Type Telephone Set

3. LOCATING ON DESKS OR TABLES

3.01 When locating a connecting block or subscriber set on a desk or table, consider which hand the customer uses to hold the handset.

3.02 Inspect desk for special wiring facilities which may be provided by the manufacturer, such as built-in brackets for mounting connecting blocks, subscriber sets with bakelite covers, or knock-out discs with rubber grommets for telephone set mounting cord.

3.03 Where no special provisions are made for mounting connecting block or subscriber set, select a location as follows:

Connecting Block

- (a) Locate on one of the outer panels just below the top of the desk. A practical objective is to place the connecting block high enough to hold the cord off the floor. Consider, where necessary, the use of a spring mounting cord.

Subscriber Set

- (a) On the side of the pedestal of desk near the top, inside the knee well, and away from leg area of customer.
- (b) On the underside of a table.
- (c) Near the top, on the left or right side of a desk or table.

Convenience

- (a) This location will permit the station set to be moved to practically any position on desk or table top.

Maintenance

- (a) The cord will not be subjected to damage by being stepped on or crushed, or by floor cleaning operations such as sweeping, mopping, or waxing. There will be less chance of the station set being accidentally pulled off the desk or table.

4. BATHROOM LOCATIONS

4.01 Whenever possible, install a wall set in these locations.

4.02 If a wall set installation is not feasible, a desk set may be installed subject to the following conditions:

- (a) The telephone set cannot be brought into the bathtub or shower.
- (b) The telephone set cannot rest on the edge of the bathtub.

4.03 If a jack is installed in the bathroom, it must be located so the preceding requirements will be met.

5. WALL AND HANG-UP TYPE HAND TELEPHONE SETS

5.01 Place telephone set at a height most suitable for the customer. Generally, the determining factor will be whether the customer will stand or sit while using the equipment.