

**BELL SYSTEM PRACTICES**  
Station Installation and Maintenance

**SECTION C46.102**  
Issue 3, Oct., 1954  
AT&T Co Standard

## **TELEPHONE DIRECTORIES SUPPLIES AND INSTALLATION**

### **1. GENERAL**

1.01 This section covers the installation of telephone directories at public telephone stations and lists the supplies used for this work. It is reissued to include information on 24-type directory cabinets and KS-6472 directory fasteners, to omit information on certain shelves and tables that are no longer manufactured, and to bring the other information up to date. Due to extensive changes, marginal arrows have been omitted.

1.02 Ordering information and installation procedures for directory cabinets, fasteners, hangers, shelves, and tables are included in this section. Illustrations and instructions contained herein may be supplemented by any local instructions that may apply.

### **2. SUPPLIES**

2.01 The following list contains items used in the installation of telephone directories. This list may be supplemented by materials obtainable from recovery stock or local distributing houses which are no longer manufactured.

#### INDEX

#### ORDERING INFORMATION AND DESCRIPTION

##### **Assemblies**

##### **P-19B636, PARTITION ASSEMBLY, (SPECIFY FINISH).**

Finishes: **Dark Mahogany, Med. Oak, Walnut, and Unfinished.**

Adjustable partitions used with 24-type cabinets.

##### **P-370940, BOOK HOLDER ASSEMBLY.**

Metal book holders used with 24-type cabinets.

INDEX

ORDERING INFORMATION AND  
DESCRIPTION

**Backboard**

**BACKBOARD, 164A.**

For installing directory hangers (except KS-7302) on surfaces which do not permit secure mounting directly on surface.

**Brace**

**BRACE, CORNER, STEEL, BRASS FINISH.**

Size: 2 in. x 2 in. x 3/4 in., 3/32 in. thick. Used to anchor cabinets and tables.

**Cabinets**

**CABINET, DIRECTORY, 24F.**

Birch wood with dark mahogany finish.

**CABINET, DIRECTORY, 24H.**

Birch wood with walnut finish.

**CABINET, DIRECTORY, 24T.**

Birch wood, unfinished.

**CABINET, DIRECTORY, 24U.**

Birch wood with medium oak finish.

**Note:** Cabinets listed above are intended for use at public telephone installations to hold several directories in individual compartments on metal book holders. Partitions and book holders must be ordered separately as covered in this section under "Assemblies." Dimensions of these cabinets are 20-7/8 in. wide x 43-1/2 in. high x 11-1/2 in. deep.

**Fasteners**

**FASTENER, DIRECTORY, NO. 1.**

For holding a directory 1 in. or more in thickness.

**FASTENER, DIRECTORY, NO. 2.**

For holding a directory 1/2 in. to 1 in. thick.

**FASTENER, DIRECTORY, NO. 3.**

Used where three or four directories must be held in one fastener. Three of the looped rods will take directories 1 in. or more in thickness. The fourth rod will hold a directory 1/2 in. to 1 in. thick.

**FASTENER, DIRECTORY, NO. 4.**

Same as No. 3 fastener except that a clevis and bolt are substituted for one of the rods to accommodate a thin local directory.

## Hangers

### **FASTENER, DIRECTORY, KS-6472.**

For holding seven directories of various thicknesses on a shelf or table. Used primarily in metropolitan areas where several directories are required.

### **HANGER, DIRECTORY, KS-7302.**

For hanging directories equipped with detachable binders.

### **HANGER, DIRECTORY, KS-13350, L1.**

For hanging one thick directory.

### **HANGER, DIRECTORY, KS-13350, L2.**

For hanging a thin local directory.

### **HANGER, DIRECTORY, KS-13350, L3.**

For hanging two thick directories.

### **HANGER, DIRECTORY, KS-13350, L4.**

For hanging one thick and one thin directory.

## Shelves

### 11 Type

#### **SHELF, DIRECTORY, 11A.**

Birch wood with flat medium mahogany finish.

#### **SHELF, DIRECTORY, 11C.**

Oak wood with flat medium oak finish.

#### **SHELF, DIRECTORY, 11E.**

Birch wood with dark mahogany finish.

#### **SHELF, DIRECTORY, 11G.**

Birch wood with flat medium walnut finish.

#### **SHELF, DIRECTORY, 11L.**

Birch wood, unfinished.

#### **SHELF, DIRECTORY, 11N.**

Oak wood, unfinished.

#### **SHELF, DIRECTORY, 11U.**

Birch wood with flat medium oak finish.

**Note:** The above listed 11-type shelves are used on side of wood booths or walls. Length of shelf is 30 in. When installing these shelves on 1-type booths an unfinished wood spacer strip (P-370040) must be used. This strip is ordered separately.

INDEX

ORDERING INFORMATION AND  
DESCRIPTION

**Shelves (Contd)**

12 Type

**SHELF, DIRECTORY, 12C.**

Oak wood with flat medium oak finish.

**SHELF, DIRECTORY, 12L.**

Birch wood, unfinished.

**SHELF, DIRECTORY, 12N.**

Oak wood, unfinished.

**Note:** The above listed 12-type shelves are used on walls only. Length of shelf is 50 in.

13 Type

**SHELF, DIRECTORY, 13C.**

Oak wood with flat medium oak finish.

**SHELF, DIRECTORY, 13L.**

Birch wood, unfinished.

**SHELF, DIRECTORY, 13N.**

Oak wood, unfinished.

**Note:** The above listed 13-type shelves are used on walls only. Length of shelf is 60 in.

17 Type

**SHELF, DIRECTORY, 17C.**

Oak wood with flat medium oak finish.

**SHELF, DIRECTORY, 17L.**

Birch wood, unfinished.

**SHELF, DIRECTORY, 17N.**

Oak wood, unfinished.

**Note:** The above listed 17-type shelves are used on 7-type booths and on walls. Length of shelf is 36 in.

**Strip (Spacer)**

**P-370040, SPACER STRIP.**

Unfinished wood, used when mounting 11-type shelf on 1-type booth.

**Tables**

51 Type

**TABLE, DIRECTORY, 51A.**

Birch wood with flat medium mahogany finish.

**TABLE, DIRECTORY, 51C.**

Oak wood with flat medium oak finish.

**TABLE, DIRECTORY, 51E.**

Birch wood with flat dark mahogany finish.

**TABLE, DIRECTORY, 51G.**

Birch wood with flat medium walnut finish.

**TABLE, DIRECTORY, 51L.**

Birch wood, unfinished.

**TABLE, DIRECTORY, 51N.**

Oak wood, unfinished.

**TABLE, DIRECTORY, 51U.**

Birch wood with flat medium oak finish.

**Note:** These tables are used for holding directories where hangers or shelves are not used. Length of the 51-type table is 31-7/8 in.

52 Type

**TABLE, DIRECTORY, 52C.**

Oak wood with flat medium oak finish.

**TABLE, DIRECTORY, 52L.**

Birch wood, unfinished.

**TABLE, DIRECTORY, 52N.**

Oak wood, unfinished.

**Note:** These tables are used for holding directories where shelves are not used. Length of the 52-type table is 51-7/8 in.

53 Type

**TABLE, DIRECTORY, 53A.**

Birch wood with flat medium mahogany finish.

**TABLE, DIRECTORY, 53C.**

Oak wood with flat medium oak finish.

**TABLE, DIRECTORY, 53E.**

Birch wood with flat dark mahogany finish.

**TABLE, DIRECTORY, 53G.**

Birch wood with flat medium walnut finish.

**TABLE, DIRECTORY, 53L.**

Birch wood, unfinished.

**TABLE, DIRECTORY, 53N.**

Oak wood, unfinished.

**TABLE, DIRECTORY, 53U.**

Birch wood with flat medium oak finish.

**Note:** These tables are used for holding directories where hangers or shelves are not used. Length of the 53-type table is 21 in.

### 3. INSTALLATION

3.01 **24-Type Directory Cabinets:** These cabinets are used primarily at locations requiring several directories. Adequate lighting should be provided at all installations of these cabinets. To anchor the cabinets to the floor, use the steel corner braces listed in the supplies in this section.

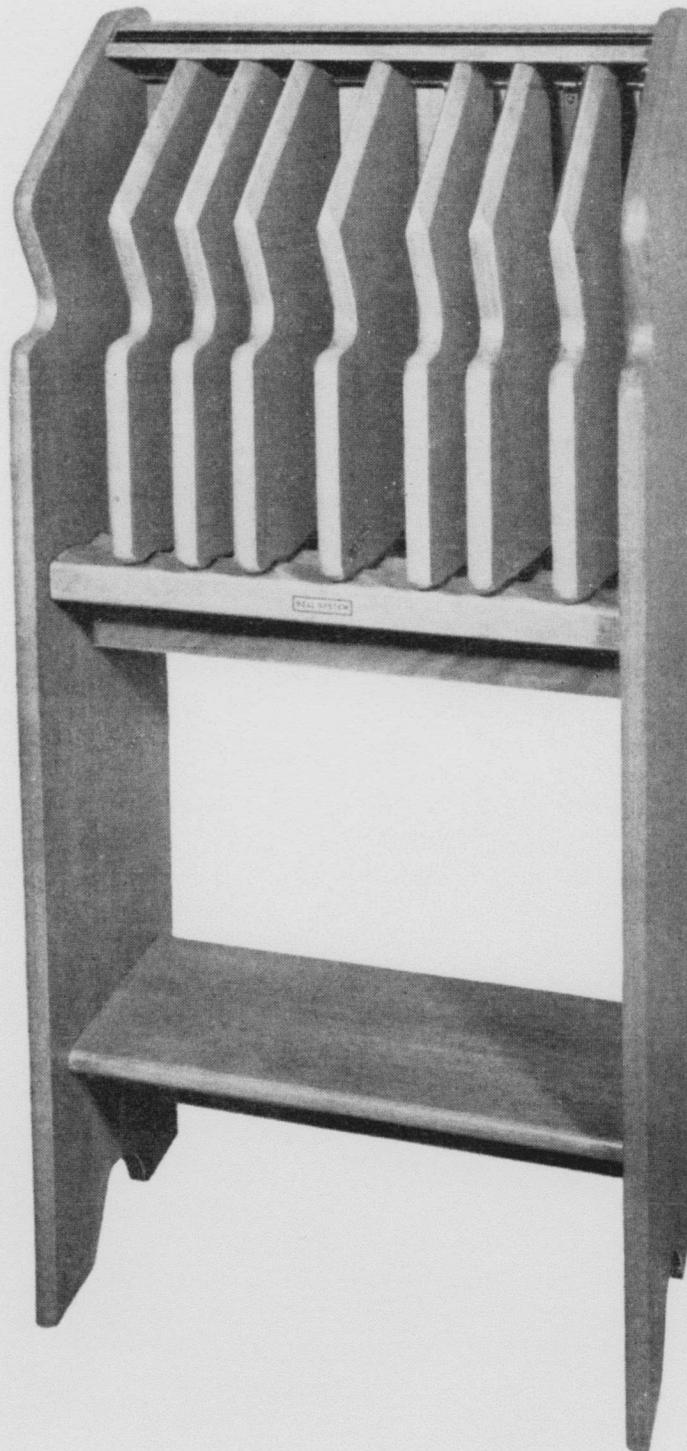
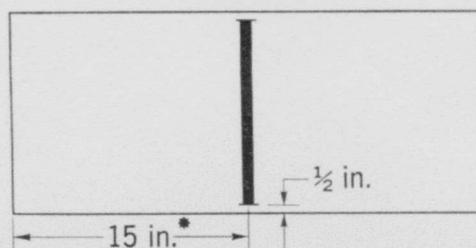


Fig. 1—24-Type Directory Cabinet



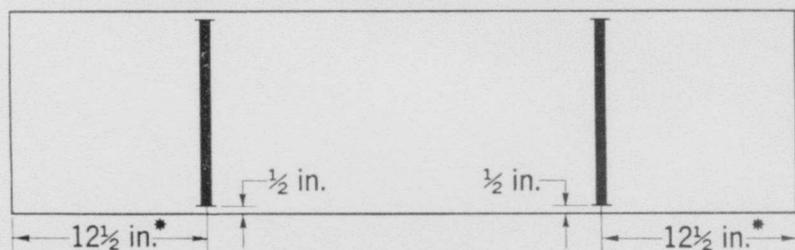
3.02 **Directory Fasteners:** Locate the fasteners on directory shelves or tables as shown in Fig. 2 and secure with 3/4-inch No. 8 RH blued wood screws. Where directory fasteners are mounted on specially built shelves, counters, or tables, use dimensions shown in Fig. 3 as far as practicable.

**NO. 11 DIRECTORY SHELF OR  
NO. 51 DIRECTORY TABLE**



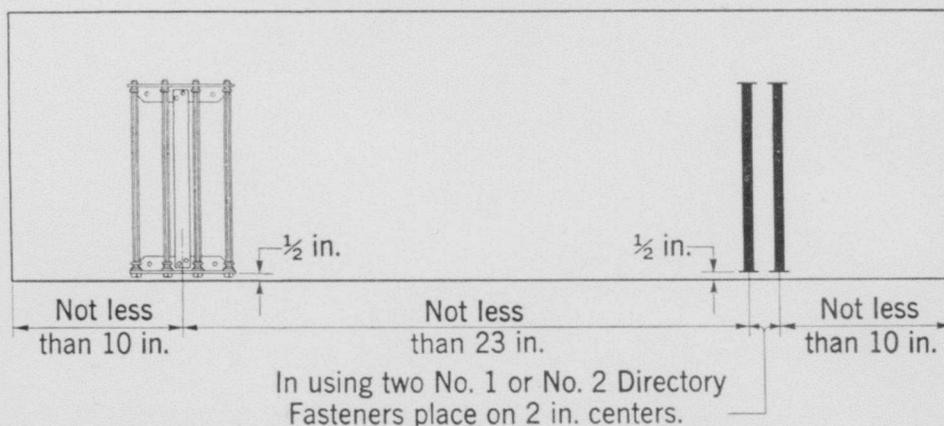
\* Use 10½ in. for No. 53 Directory Table.  
Use 18 in. for No. 17 Directory Shelf

**NO. 12 DIRECTORY SHELF OR NO. 52 DIRECTORY TABLE**



\* Use 15 in. for No. 13 Directory Shelf.

**Fig. 2—Locating Directory Fasteners**



**Fig. 3—Locating Directory Fasteners**

3.03 **Directory Hangers:** On indoor installations the directory hanger should not be installed inside the booth. When the hanger is installed on the wall it should be located as near the telephone as practicable. Where secure mounting on wall surfaces cannot be obtained, use a 164A backboard for the KS-13350 directory hanger and a suitable backboard prepared locally for the KS-7302 directory hanger. Fig. 4 shows typical installations of directory hangers on booths.

IF ONLY ONE HANGER IS USED IT SHOULD BE PLACED IN CENTER OF PANEL. USE THREE 3/4" NO. 8 R.H. BLUED WOOD SCREWS FOR EACH HANGER.

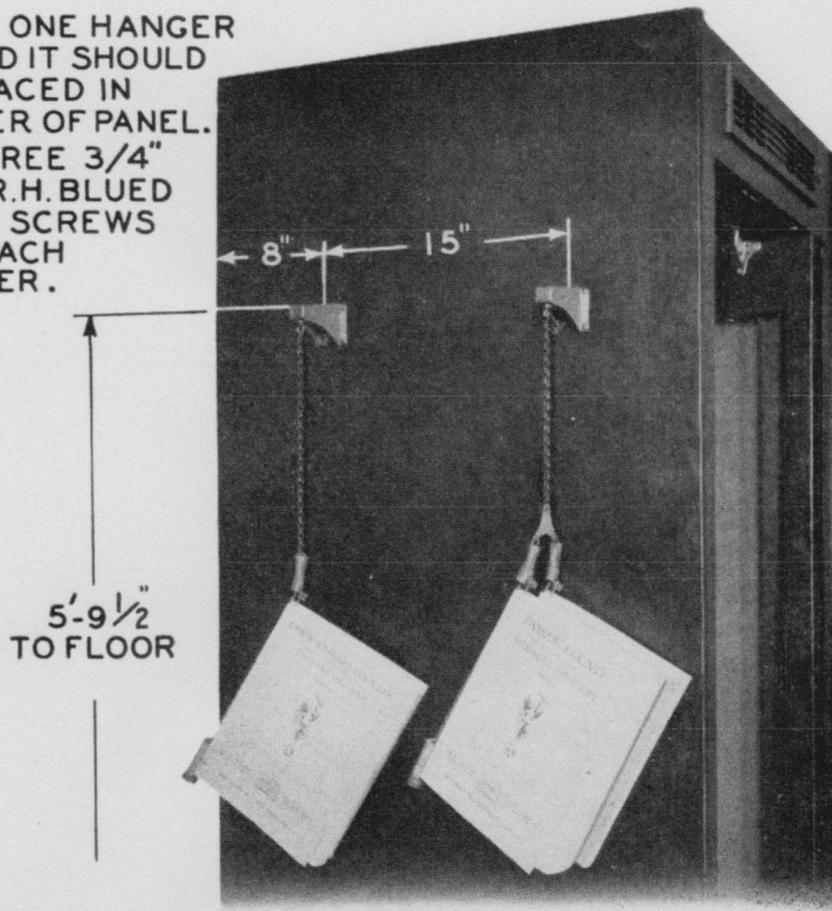


Fig. 4—Directory Hangers on Booths

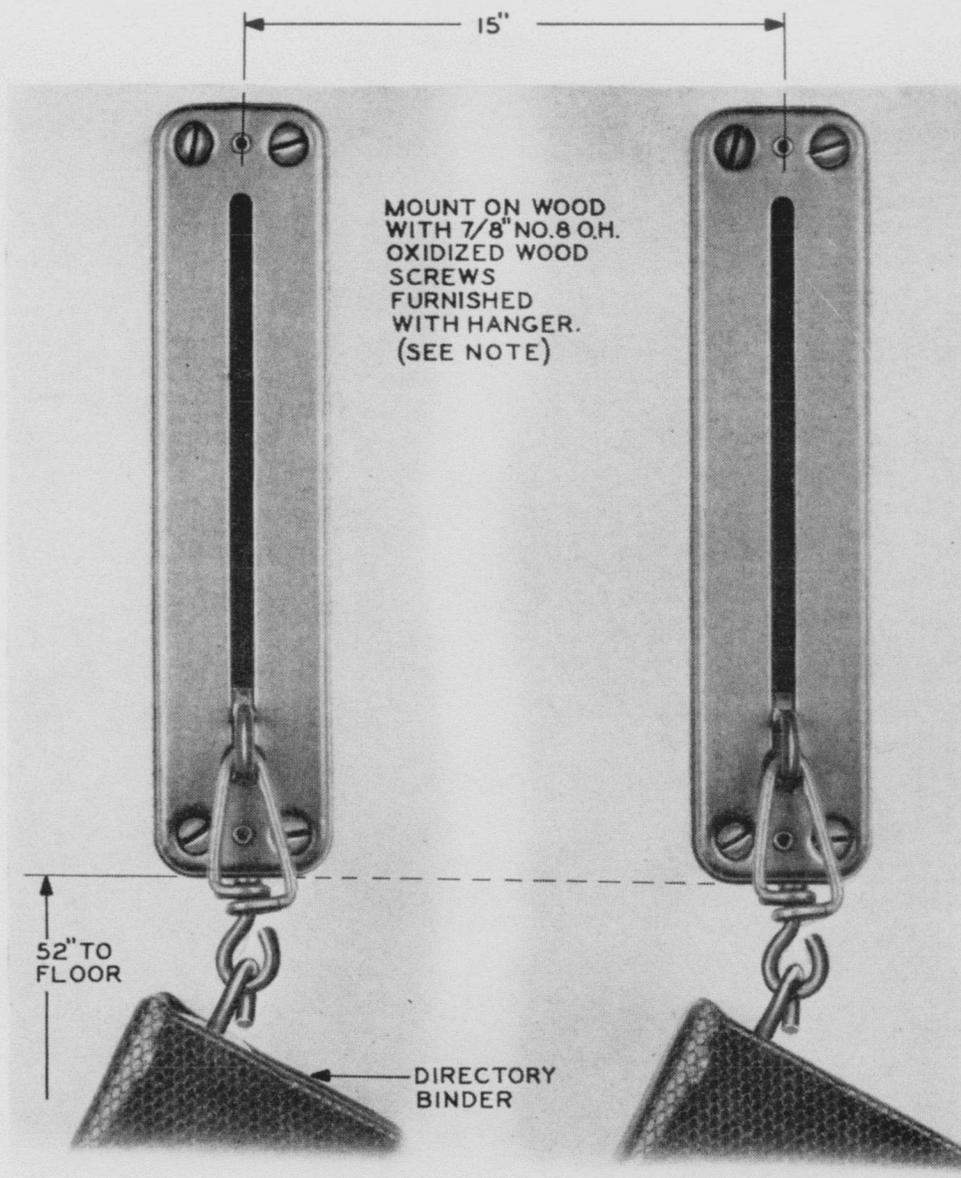


Fig. 5—KS-7302 Directory Hanger

3.04 **Directory Shelves:** The directory shelves are provided with forked brackets fastened to the underside of the shelf mounting edge to facilitate installation. The 11- and 17-type shelves have a single bracket, and the longer 12- and 13-type shelves have two brackets.

3.05 When installing 11- and 17-type shelves, a No. 10 FH bright wood screw should be placed in the middle of the mounting surface at a point  $42\frac{1}{8}$  inches above the floor. Leave sufficient room between the screwhead and the mounting surface to hang the shelf by means of the bracket. For the 12- and 13-type shelves, two screws are required and are placed  $6\frac{3}{4}$  inches apart and  $43\frac{1}{8}$  inches above the floor. Use  $1\frac{3}{4}$ -inch No. 10 FH bright wood screws for mounting the 11- or 17-type shelves on booths. For mounting the 12- and 13-type shelves on different wall surfaces, use the fasteners shown in the following table. Upper edge of shelf should be  $42\frac{1}{2}$  inches from the floor. Fig. 6 shows typical installation of shelf on a booth.

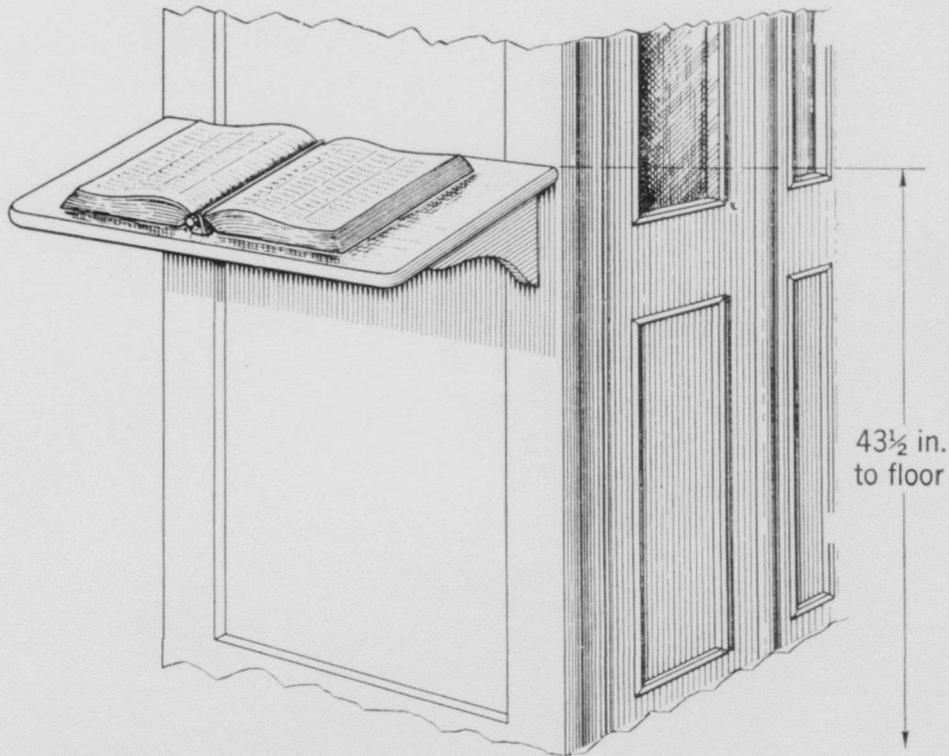


Fig. 6—Wood Shelf on Folding Door Booth

Surface	Fastener	
Wood or Metal Sheath on Wood	1-3/4-in. No. 10 FH bright wood screws	
Masonry Plastered	Install suitable wooden batten at least 7/8 in. thick, using attaching devices shown opposite and then attach shelves to batten with 1-3/4-in. No. 10 FH bright wood screws.	2-1/2-in. No. 8 RH blued wood screws in 1-1/2-in. No. 6 to 8 screw anchors.
Hollow Tile Plastered		3/16-in. by 4-in. BH toggles. If solid part of tile is struck, tilt drill towards hollow part or insert seasoned wood plug and use screws.
Wood Lath Plastered		2-1/2-in. No. 8 RH blued wood screws.
Wire Lath Plastered		3/16-in. by 4-in. BH toggles.

3.06 **Directory Tables:** When directory tables are required to be fastened to the floor, use the steel corner braces supplied with the table. These are attached to tables with 3/4-inch No. 8 RH galvanized wood screws and secured to wood floors with 1-1/2-inch No. 8 RH galvanized wood screws in 1-1/2-inch No. 6 to 8 screw anchors or approved equivalent.

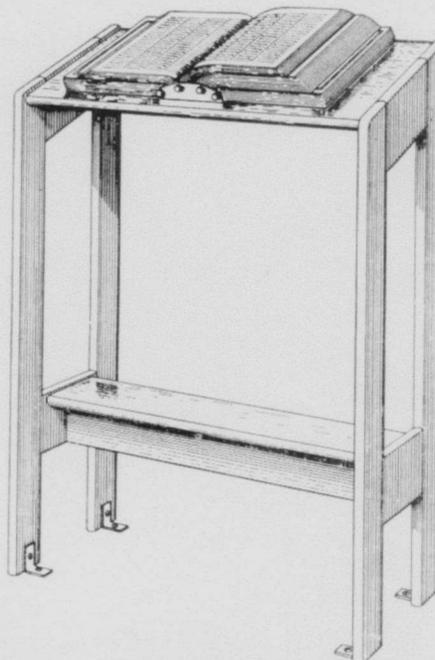
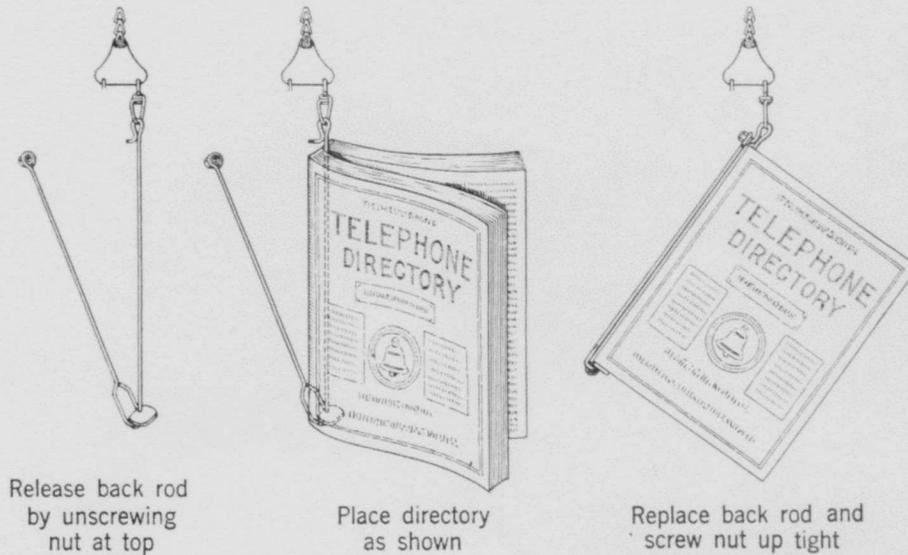


Fig. 7—Directory Table

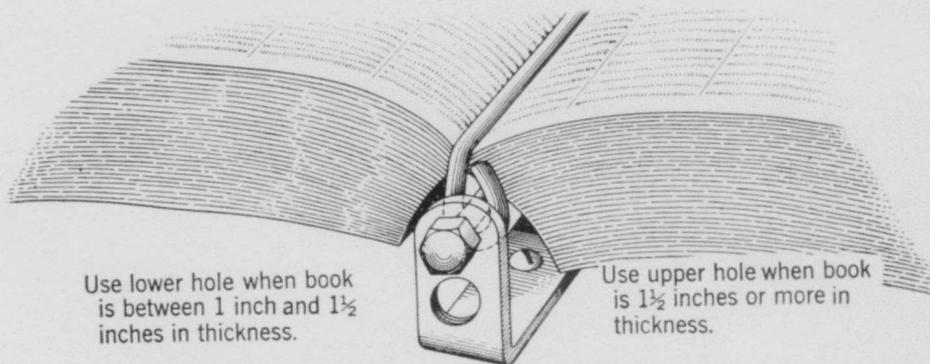
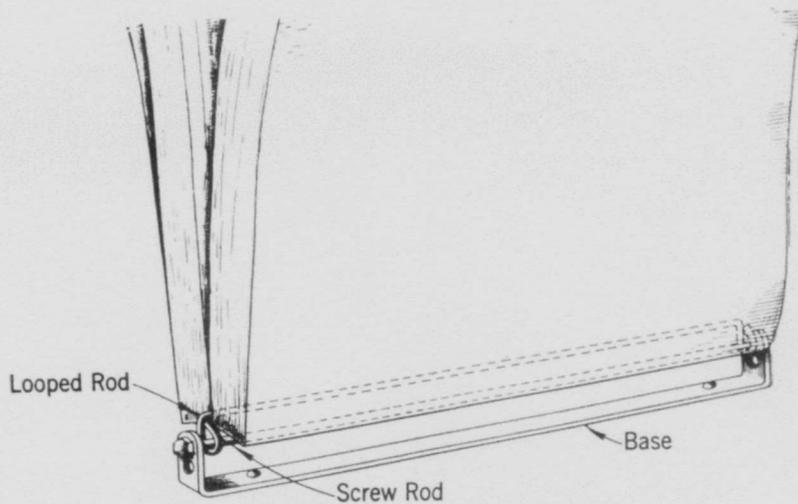
#### 4. PLACING DIRECTORIES

4.01 **Placing directories in hangers** is shown in Fig. 8.

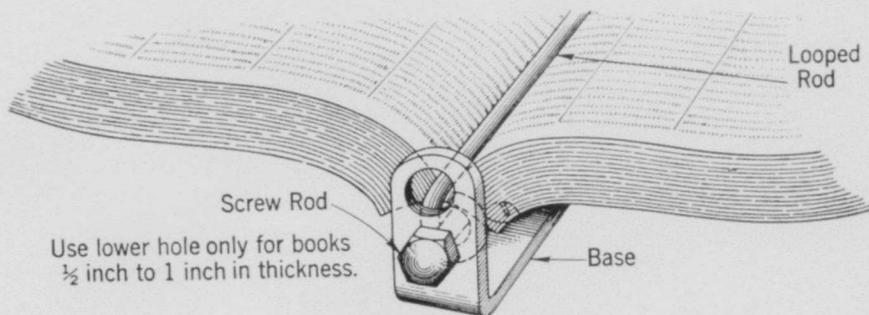


**Fig. 8—Placing Directories in Hangers**

4.02 **Placing Directories in Fasteners:** Remove screw rod and looped rod. Place looped rod in center of open directory with loops down. Insert screw rod through threaded hole in base, then through the two loops in rod, and finally through plain hole in base. Turn up screw rod with socket wrench to prevent unauthorized removal of directory. See Fig. 9.



No. 1 Directory Fastener



No. 2 Directory Fastener

**Fig. 9—Placing Directory in Fasteners**

C46.102

Page 13  
13 Pages

TELEPHONE DIRECTORIES  
SUPPLIES AND INSTALLATION