

MISCELLANEOUS CENTRAL OFFICE FACILITIES RECORD
FORM E-4052

1. GENERAL

- 1.01 This section describes the Miscellaneous Central Office Facilities Record, Form E-4052, prepared and used by assignment centers.
- 1.02 The facilities to be included in this record are the miscellaneous central office equipment units which are assigned specifically to a particular subscriber's service or subscriber's line. They generally include long line equipment, repeaters, battery and generator feeder terminals, bunch blocks, etc. They do not include facilities which are recorded by other departments, such as, telephone numbers and line equipment numbers.
- 1.03 This record will serve as a means for the assigner to determine the availability of particular types of central office facilities and to assign spare units by serial number.

2. DESCRIPTION OF FORMS

- 2.01 Forms E-4052R and E-4052L are provided on 5" x 8" cards. The suffix letters R and L indicate right and left index tab positions, respectively. The two forms are designed to be used in pairs, for filing in a visible type file (Fig. 1).
- 2.02 Form E-4052A is provided on 8-3/8" x 10-7/8" sheets for filing in standard loose leaf binders. Each sheet is printed on both sides, providing spaces for listing 60 equipment units on each side. The arrangement of preprinted space captions is identical to that illustrated in Fig. 1 for Forms E-4052R and E-4052L.

3. PREPARATION AND USE OF RECORD

(A) General

- 3.01 This record forms a part of the permanent plant records and its use has definite influence on installation and maintenance activities. Care in the preparation and the use of the record through neatness, legibility, and accuracy of entries will enhance its effectiveness. An aid in promoting neatness and legibility is the use of ink or typed entries for the permanent part of the record and a good grade of drawing pencil, of sufficient hardness to avoid smearing, for the temporary entries.

(B) Permanent Entries (Typed or Ink)

- 3.02 Type: Enter the type of equipment in the same form as the assigner will designate the assignment entry on a service order such as LLE (long line equipment) - Type A, Battery Feeder - 24V, Voice Repeater - E1, etc.
- 3.03 Terminals: Enter the group of circuit numbers or terminations appearing on each form, such as, 1-15, 121-150, etc.
- 3.04 Office: Enter the designation of the central office building in which the equipment is located.
- 3.05 Total Terminals: Enter the total group of circuits of the type shown on the index tab which are installed in the central office building.
- 3.06 Wiring List - Issue: Enter the wiring list drawing number and last issue for which the record is posted. If circuits are not shown on a wiring list, enter the specification or other authorization that covered the installation of the equipment.
- 3.07 Bay Location: Enter the bay or equipment frame designation at which the equipment units are located.
- 3.08 Frame Location: Enter the frame designation at which the equipment wiring terminates to which cross-connections are run to connect the equipment to a subscriber's service.
- 3.09 Dwg. No. - Issue: Enter the circuit drawing number and issue for the equipment which is recorded on the record.
- 3.10 Fig. - App. - Wiring: Enter this information from the circuit drawing as it applies to the equipment installed. When this information varies for different groups of equipment listed on the same form, it may be indicated for each group in the blank column provided on the form (Fig. 3).
- 3.11 Instructions: Enter any special instructions necessary for the assignment of the equipment, such as, restrictions or priority for use, wiring instructions, etc.
- 3.12 Term's.: Enter in this column the frame termination numbers corresponding to the physical numbering on the central office frame.

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3.13 Column with No Preprinted Heading: Provide a column heading, as required, for various types of equipment, and enter in the column spaces the appropriate information (Fig. 3). This column may be used for temporary entries as covered in Paragraph 3.15.

(C) Temporary Entries (Pencil)

3.14 Date Verified: Enter the date on which the record was verified by a physical check of equipment. Initially this will be the date of establishment of the record.

3.15 Column with No Preprinted Heading: Provide a column heading, as required, and make appropriate entries in the column spaces as equipment is assigned (Fig. 4).

3.16 Working Service Ref.: Enter the telephone or circuit number or other reference (Fig. 4) on the line opposite the equipment number which is assigned to the subscriber's service. These entries serve as a cross reference for working circuits to the subscriber line card in the test center. The absence of an entry in this space indicates a spare circuit available for assignment.

3.17 Remarks: This column is provided for use to indicate the status of pending assignments, such as, order number, date, cable and pair, etc., when this information is required.

Note: Space has been provided under the preprinted column headings for amplifying or changing column headings to fit special situations.

(D) Illustrations of Preparation and Use, Figs. 2 through 9

3.18 Form E-4052 is adaptable to the varying types of equipment and terminal designations that are used for miscellaneous central office facilities. Figs. 2 through 9 illustrate various arrangements that may be used. These illustrations do not include all records that may be set up nor do they portray actual conditions, but, are provided to illustrate principles and means of using this form for various types of facility records.

4. FILING

4.01 The forms provided for this record are designed for flexibility in filing arrangements that may be suited to any assignment center organization.

4.02 The first consideration, of course, in determining the filing location is the accessibility to the record by the assignment

clerk who uses it. Normally, the use of this record is primarily associated with cable assignment work. It also has close association with wire assignment; telephone number and central office originating equipment assignment; and PBX, key equipment, and special services assignment. With these thoughts in mind, the location and method of filing will depend on the size of the assignment center and the degree of specialization in assignment functions.

4.03 Determination of the type of form to be used in a specific assignment center, to be filed in visible card files or in loose leaf binders, will be controlled by the location of the file. It is recommended that consideration be given filing location in the following order of preference:

- (a) Associated with special services assignment, if separated from other cable assignment positions.
- (b) Associated with cable and wire records.
- (c) Associated with central office assignment availability lists.
- (d) Associated with terminal assignment records.

4.04 The description and filing arrangements concerning visible card filing equipment for assignment records are covered in Section 680-000-100.

5. MAINTENANCE OF RECORD

5.01 The maintenance of this record, as affected by additions, rearrangements, or removals of facilities, is accomplished by notification from equipment engineers through the lines of organization to the assignment center.

5.02 The accuracy of the record is maintained by periodic verification of the spare circuits as reflected by the record compared to the spare terminals on the central office frame.

5.03 Care should be exercised in day-to-day posting of the record in order to maintain neatness and legibility. The use of the recommended pencils, erasers, erasing shields, etc., described in other sections of the M series, will contribute considerably to this achievement.

6. ORDERING INFORMATION

6.01 Forms E-4052R-VR and E-4052L-VR are packaged separately in groups of 10 cards per package. Equal numbers of each form should be ordered as they are used in pairs (Paragraph 2.01).

6.02 Form E-4052A-VR is packaged in 10 sheets per package.

6.03 When convenient, the forms should be ordered in multiples of the package unit, as follows:
(Quantity) Form E- (number)

LLE-D-PEX Trunk				1-50			
<small>TYPE</small>				<small>TERMINALS</small>			
DATE VERIFIED 12-1-59		OFFICE Alpha		TOTAL TERMINALS 1-50			
WIRING LIST T131-502		ISSUE 27		BAY LOCATION 3 FL - 506		FRAME LOCATION H-11	
DWG. NO. SD-66192		ISSUE 2		FIG. Below		APP. _____ WIRING _____	
INSTRUCTIONS:							
Assign Fig. 1-x in RZ-C Assign Fig. 2-y in RZ-D In RZ-A & B see LLE-C or E							
TERM'S.	WIRING	WORKING SERVICE REF.	REMARKS	TERM'S.	WIRING	WORKING SERVICE REF.	REMARKS
1	Fig. 1-x	MA2-6111		26	Fig. 2-y		
2	"	6112		27	"		
3	"	6113		28	"		
4	"	6114		29	"		
5	"			30	"		
6	"			31	"		
7	"			32	"		
8	"			33	"		
MISCELLANEOUS CENTRAL OFFICE FACILITIES							
<small>PRINTED IN U.S.A.</small>							
<small>E4052L -VR (8-53)</small>							
9	"			34	"		
10	"			35	"		
11	Fig. 2-y	MA3-5151		36	"		
12	"	PR4-2324		37	"		
13	"			38	"		
14	"			39	"		
15	"			40	"		

Fig. 3 - Illustrates a Typical Record of One Type of Long Line Equipment (Note Relation of Entry on Index Tab to One of the Index Tabs in Fig. 2). The Use of the Column with No Preprinted Heading for Permanent Entries Is Also Illustrated

Generator Feeder				F1-5			
<small>TYPE</small>				<small>TERMINALS</small>			
DATE VERIFIED 8-10-62		OFFICE Alpha		TOTAL TERMINALS F1-80			
WIRING LIST _____		ISSUE _____		BAY LOCATION _____		FRAME LOCATION H-65	
DWG. NO. _____		ISSUE _____		FIG. _____		APP. _____	
WIRING _____							
INSTRUCTIONS:							
Assign for each feeder fuse-lamp-lug, as follows: 3-A-1							
The allowable load on each fuse is 10 swbd. positions or equivalent							
Indicate in the FUSE LOAD column the load in equivalent swbd. positions.							
TERM'S. F-L-L	FUSE LOAD	WORKING SERVICE REF.	REMARKS	TERM'S. F-L-L	FUSE LOAD	WORKING SERVICE REF.	REMARKS
1-A-1	10	JONES BLDG.		3-B-3			
2	}	RINGING PANEL		3-C-1			
3				2			
1-B-1				3			
2				Load F3			
3				4-A-1	3	CO6-1881	
1-C-1				2	}	}	
2				3			
MISCELLANEOUS CENTRAL OFFICE FACILITIES							
<small>PRINTED IN U.S.A.</small>							
<small>E4052L -VR (9-59)</small>							
3	}			4-B-1	3	CO6-7623 (CO6-1881)	EMERG
Load F1		10			2	}	}
2-A-1	2	MA4-1112/MA2-3021		3			
2	1	AL6-1221		4-C-1	1	PR2-8663	
3				2			
2-B-1				3			
2							
3							

Fig. 4 - Illustrates a Typical Record of Central Office Generator (Ringing) Feeder Terminals. This Figure Illustrates One of Many Types of Terminal Designations That Are in Use. The Record as Set Up for a Particular Central Office Will, of Course, Reflect the Actual Condition Existing in That Central Office. This Figure Brings Out the Use of the Column with No Preprinted Heading as a Means of Indicating Loads on Generator Circuits to Guard Against Overloading (Note the Use of One Line to Total the Load on Each Fuse). The Telephone Number Reference in Parenthesis for Circuit 4-B-1, Illustrates a Method of Showing an Emergency Feeder.

Battery Feeders - 24V		Fl-50					
TYPE		TERMINALS					
DATE VERIFIED	<u>8-10-62</u>	OFFICE	<u>Alpha</u>				
		TOTAL TERMINALS	<u>Fl-120</u>				
WIRING LIST		ISSUE					
		BAY LOCATION					
		FRAME LOCATION	<u>H-69</u>				
DWG. NO.		ISSUE					
		FIG.					
		APP.					
		WIRING					
INSTRUCTIONS:							
Assign for direct or charging feeders - only one feeder per fuse. Maximum load per fuse - .6 Amp. (600 mils)							
TERM'S.		WORKING SERVICE REF.	REMARKS	TERM'S.		WORKING SERVICE REF.	REMARKS
1	}	<u>JONES BLDG.</u>		26			
2		<u>BATTERY #1</u>		27			
3		<u>MA6-1231</u>		28			
4		<u>MA5-1060</u>		29			
5		<u>LU2-1331</u>		30			
6		<u>LU3-6053</u>		31			
7		<u>MA5-3434</u>		32			
8		<u>MA5-0521</u>		33			
MISCELLANEOUS CENTRAL OFFICE FACILITIES <small>PRINTED IN U.S.A.</small>				E4052L-VR (5-53)			
9				34			
10				35			
11				36			
12				37			
13				38			
14				39			
15				40			

Fig. 5 - Illustrates a Typical Record of Central Office Battery Feeder Terminals

Jones Bldg.-Generator Panel

TYPE _____ TERMINALS _____

DATE VERIFIED 6-10-56 OFFICE _____ TOTAL TERMINALS _____

WIRING LIST _____ ISSUE _____ BAY LOCATION _____ FRAME LOCATION _____

DWG. NO. _____ ISSUE _____ FIG. _____ APP. _____ WIRING _____

INSTRUCTIONS:

Alpha C.O. Ringing Feeder from Fuse 1.
 Assign one ringing lead for each equipment unit.
 Maximum load on panel - 10 equipment units.

TERM'S.	LOAD	WORKING SERVICE REF.	REMARKS	TERM'S.	LOAD	WORKING SERVICE REF.	REMARKS
1-A-B-C	7	TOTAL					
A	1	MA6-1841					
B	1	MA2-1651					
C	1	MA6-8432					
D	1	AL3-1062					
E	1	AL3-1662					
F	1						
G	1	AL2-6541					
MISCELLANEOUS CENTRAL OFFICE FACILITIES							
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H							
J							
K							

Fig. 6 - Illustrates the Use of This Form for Generator Panels or Terminal Strips in a Subscriber's Building, When This Type of Record is Required. Note the Relation Between This Record and the Reference Shown in Fig. 4 for Fuse 1. This Type of Record Should be Filed in a Separate Group, Alphabetically by Building Name or by Address, for Ease in Determining the Availability of These Facilities in a Specific Building

Jones Bldg. - Battery #1

DATE VERIFIED 6-10-60 OFFICE _____ TOTAL TERMINALS _____

WIRING LIST _____ ISSUE _____ BAY LOCATION _____ FRAME LOCATION _____

DWG. NO. _____ ISSUE _____ FIG. _____ APP. _____ WIRING _____

INSTRUCTIONS:
 Alpha C.O. charging feeder - 24V, fuses 1 & 2.
 18V Bldg. Batt. - Fuse panel located at term. SW corner Bsmt. Rm. 2A.
 Assign only one service per fuse, use Grd. return in house cable.

TERM'S.	WORKING SERVICE REF.	REMARKS	TERM'S.	WORKING SERVICE REF.	REMARKS
1	MA 2-3469				
2	MA2-6432				
3	LU5-6051				
4	LU5-1212				
5	LU3-6161				
6					
7					
8	MA2-2331				
MISCELLANEOUS CENTRAL OFFICE FACILITIES					
PRINTED IN U.S.A.					
E4052L-VR (8-59)					
9					
10					
11					
12					

Fig. 7 - Illustrates a Record of a Central Battery in a Subscriber's Building.
 For Recommended Filing Arrangement See Fig. 6.

Code Ring. Terms. (C-1 1-25)		TERMINALS 1-25	
DATE VERIFIED _____ OFFICE <u>Alpha</u>		TOTAL TERMINALS <u>1-50 ea.</u>	
WIRING LIST _____ ISSUE _____ BAY LOCATION _____		FRAME LOCATION <u>H-105</u>	
DWG. NO. _____ ISSUE _____ FIG. _____ APP. _____		WIRING _____	
INSTRUCTIONS:			
Assign for 8 pty. service in Alpha 2 & 3 units.			
Assign as follows: 1st & 2nd pty. - C-1 (Term. No.)			
3rd & 4th pty. - C-2 (Term. No.)			
C-1 TERMINALS		C-2 TERMINALS	
TERM'S.	WORKING SERVICE REF.	REMARKS	TERM'S.
1	2-1643	:	1
2	2-1683	:	2
3	2-1664	:	3
4	2-1623	:	4
5	2-1601	:	5
			6
			2-6374
			2-7806
			2-6305
			2-6312
			2-7813
			3-6354

Code Ring Terms. (C-3 1-25)		TERMINALS 1-25	
DATE VERIFIED _____ OFFICE <u>Alpha</u>		TOTAL TERMINALS <u>1-50 ea.</u>	
WIRING LIST _____ ISSUE _____ BAY LOCATION _____		FRAME LOCATION <u>H-106</u>	
DWG. NO. _____ ISSUE _____ FIG. _____ APP. _____		WIRING _____	
INSTRUCTIONS:			
Assign for 8 pty. service in Alpha 2 & 3 units.			
Assign as follows: 5th & 6th pty. - C-3 (Term. No.)			
7th & 8th pty. - C-4 (Term. No.)			
C-3 TERMINALS		C-4 TERMINALS	
TERM'S.	WORKING SERVICE REF.	REMARKS	TERM'S.
1	3-1751	:	1
2	2-1789	:	2
3		:	3
4		:	4
5		:	
			2-6502
			3-6312
			2-6589
			3-1080

Fig. 8 - Illustrates a Record of Code Ringing Terminals Which Are Required in Some Locations for the Assignment of Ringing Leads on Multi-party Lines. This Illustration Also Shows a Method of Using Sub-headings for Various Groups of Columns on the Form.

Private Line (Auto. Ring)		1-10			
TYPE	TERMINALS				
DATE VERIFIED 8-10-56	OFFICE Alpha	TOTAL TERMINALS 1-10			
WIRING LIST T168-001	ISSUE 1	BAY LOCATION 203	FRAME LOCATION H-23		
DWG. NO. SD-78337	ISSUE 3	FIG. 1	APP. _____ WIRING X		
INSTRUCTIONS:					
<p>Assign one ckt. for each private line for automatic ringing. For secretarial cutoff see Private Line (Sec. C.O.)</p>					
TERM'S.	WORKING SERVICE REF.	REMARKS	TERM'S.	WORKING SERVICE REF.	REMARKS
1	3 PL 15	:			
2	3 PL 10	:			
3	3 PL 9	:			
4		:			
5		:			
6		:			
7		:			
8		:			
MISCELLANEOUS CENTRAL OFFICE FACILITIES PRINTED IN U.S.A. E4052L-YR (2-53)					

Fig. 9 - Illustrates the Use of the Form as a Record of Private Line Equipment and a Method of Indicating Cross Reference Information in the "Instructions" Space