

NUMERICAL INDEX — DIVISION 010
ADMINISTRATIVE COORDINATION METHODS

1. GENERAL

- 1.01 This section provides an index of System-issued sections in Division 010.
- 1.02 A bullet (●) indicates an item that has been added or changed since the previous issue of the index.
- 1.03 A square (□) indicates a canceled item. Information relating to the cancellation, if necessary, will be shown in a note following the item. Canceled items and related notes will be deleted upon reissue of the index.
- 1.04 "Add" is the abbreviation for Addendum.

2. LAYERS

- 2.01 This division is arranged in layers as follows:
- 010-0 Index
- 1 First Aid, Rescue, Fire Fighting, Safety Precautions, Restrictions of Plant Activities, and Radiation
 - 2 Records and Reports
 - 3 Administrative Maintenance Methods
 - 4 Centralized Administrative and Operations Centers
 - 5 Intercompany Services Coordination Plan
 - 7 Engineering Complaint Procedures

3. INDEX

Section Number	Issue	Subject
010-0 INDEX		
Index		
● 010-000-000	30	Numerical Index — Division 010 — Administrative Coordination Methods
010-1 FIRST AID, RESCUE, FIRE FIGHTING, SAFETY PRECAUTIONS, RESTRICTIONS OF PLANT ACTIVITIES, AND RADIATION		
010-100-001	3	First Aid
010-100-005	1	Eye Safety
010-100-010	1	Prevention of and First Aid for Skin Irritation from Creosote
010-100-011	1	Rescue of Employee from Manhole
010-100-012	1	Rescue of Employee from Pole
010-100-013	1	Rescue of Person From Live Wire on Ground
010-105-001	1	Principles of Fire Fighting and Description and Use of Equipment and Apparatus
Add010-105-002	1	
010-105-002	3	Procedures for Fighting Fires in Central Office Buildings
Add010-110-001	1	
010-110-001	5	General Safety Precautions — Radio Television, and Carrier Equipment
010-110-002	2	Safety Precautions — Cathode Ray Tubes

Section Number	Issue	Subject
010-110-003	3	General Safety Precautions — Fluorescent Lamps
● 010-110-004	3	Ladder and Ladder Seats — Safety Precautions — General
010-110-005	1	General Safety Precautions — Epoxy Resins
010-111-010	1	Electrical Protection When Using Portable A.C. Operated Equipment
010-122-010	1	Restrictions of Plant Activities During Events of National Interest, Welfare or Emergency

010-150 General Safety — Microwave Radiation

010-150-001	2	General Educational Information
010-150-002	1	Waveguide Hot Patching and Radiation Protective Garment
010-150-003	1	Power Density and Safe Working Distances in Front of Radar Antennas

010-2 RECORDS AND REPORTS

010-210-001	1	Edge Sorted Cards — Method of Coding, Punching and Sorting
010-250-001	1	Crediting Charges on Test Calls

010-3 ADMINISTRATIVE MAINTENANCE METHODS

Add010-300-010	1	
010-300-010	1	Controlled Maintenance Plant for Toll-Type Equipment
010-300-011	3	Equipment Test List — Instructions

010-4 CENTRALIZED ADMINISTRATIVE AND OPERATIONS CENTERS

010-401 DDD Service Bureaus

010-401-000	1	Title Page — Index — Introduction
010-401-010	1	Network Analysis Bureau
010-401-011	1	DDD Service Bureau
010-401-012	1	DDD Task Force
010-401-013	1	Operator Trouble Reporting
010-401-014	1	Trouble Ticket
010-401-015	1	Hold and Trace Procedure
010-401-016	1	Trouble Analysis
010-401-017	1	Service Observing
010-401-018	1	Reorder Analysis

SECTION 010-000-000

Section Number	Issue	Subject
010-401-019	1	DDD Committee Organizations
010-401-020	1	Area Network Service Center
010-401-021	1	DDD Service Bureau Review
010-401-022	1	DDD Service Bureau Directory
010-401-023	1	Miscellaneous Reference Material

010-5 INTERCOMPANY SERVICES COORDINATION (ISC) PLAN

010-520-100	2	Description
010-520-101	2	Coordination of Private Line Services
010-520-102	2	Coordination of Special Exchange Services
010-520-103	1	Control Team Assignment
010-520-104	1	Interval Guide
010-520-105	1	Measurement Plan
010-520-110	2	Planning Services and Preparing Project Schedules
010-520-111	2	Service Inquiries
010-520-112	2	System Service Order Worksheet

Section Number	Issue	Subject
010-520-113	2	System Service Order
010-520-114	2	Engineering Reports
010-520-115	2	System Status Reports
010-520-116	1	Service Analysis Reports
010-520-135	2	Marketing (Sales) Responsibilities
010-520-136	2	Engineering Responsibilities
010-520-137	2	Plant Responsibilities
010-520-138	2	Traffic Responsibilities
010-520-139	2	Western Electric Company, Inc. Member Responsibilities
010-520-149	1	Intercompany Services Coordination Plan — Codes and Abbreviations

010-7 ENGINEERING COMPLAINT PROCEDURES

010-700-010	2	Origination and Processing
010-700-020	6	General Engineering Complaint GEC-9400 — Procedure for Expedited Handling of Certain Initially — Defective Apparatus and Equipment