

## ELECTRICAL POWER OR LIGHTNING CONTACTS HANDLING AND REPORTING

### 1. GENERAL

1.01 This section covers procedures for handling and reporting electrical contacts with telephone plant.

1.02 It is reissued to:

- Conform with the Company's reorganization
- Make minor text changes
- Include the appropriate legend on Page 1 in accordance with AT&Ts "Guidelines and Procedures for Safeguarding Information" and Pacific Company's System Instruction (SI) 178.

*Note:* Marginal arrows used to indicate changes are omitted.

1.03 Form P 2004 (Exhibit 1) is used to report cases of electrical power or lightning contacts. If the case involves personal injury, refer to Section 010-810-900PT.

1.04 This section includes procedures for notifying personnel working in or around known or suspected hazards which involve foreign potential.

1.05 The term "contact," as used here, means either physical or induced electrical contact. Typical evidence of this type of report is:

- Damage to plant
- Operation of fuses or protectors (field or central office)
- False operation of bells or signals
- Excessive noise on line
- Voltmeter readings of foreign potential

1.06 Notify the Operations Center (OC) or Serving Test Center (STC), as appropriate, of any indications of foreign electrical power in contact with telephone plant.

### 2. SAFEGUARDING EMPLOYEES

2.01 The OC and/or STC should determine the scope of the contact and its possible danger to those working on facilities affected by the contact (ie, cables, frames, central office equipment, etc).

2.02 The OC and/or STC should prevent or suspend work operations on the facilities affected by notifying those involved.

2.03 Work operations are not to be resumed until authorized by the OC or STC.

2.04 Other practices cover safety precautions to be observed under these conditions. They include the use of insulating gloves, testing to determine the presence of foreign potential, etc.

### 3. REPORTING CASES OF POWER OR LIGHTNING CONTACTS

3.01 The supervisor of the OC or STC receiving the report is responsible for preparing Form P 2004 and coordinating the efforts of other departments in gathering the necessary data.

3.02 The OC or STC supervisor shall immediately notify the District Security Office (Chief Special Agent) and the Protection Engineer on any case resulting in personal injury, more than minor plant or property damage, or an abnormal condition report. Obtain a case number from the Security Office and enter it on line 20 of Form P 2004.

### 4. PREPARATION OF FORM P 2004, REPORT OF POWER OR LIGHTNING CONTACTS

4.01 Use Form P 2004 as a checklist to assure proper handling.

#### NOTICE

Not for use or disclosure outside the  
Bell System except under written agreement

## SECTION 010-810-901PT

4.02 Supplement Form P 2004 with sketches (as required) to provide a clearer picture of what happened.

4.03 Make every effort to ascertain when and how the contact occurred. If unsuccessful, prepare the form as completely as possible and enter "UNKNOWN" when you cannot provide details to a specific item.

4.04 Call the local power company and ask if they have any information about the trouble. Enter the information on the form.

4.05 In general, the form is self-explanatory. However, some items need to be defined. They are:

(a) *Line 5 — Conflict:* This refers to two separate pole line leads paralleling each other, one power and the other telephone. If the distance between them would permit either to fall and come in contact with the other, they are in conflict.

(b) *Line 5 — Parallel:* Same as (a), except the distance between them is great enough to eliminate the possibility of conflict.

(c) *Line 9:* Indicate as accurately as possible the length of time the supply conductor remained energized *while in contact with telephone plant.*

*Note:* If a live supply conductor falls on telephone plant and remains there, the duration of energized contact is usually the length of time required for the supply circuit-breakers or fuses to operate. If these devices do not operate, the contact time is the length of time

required for plant burn-off. Under other conditions, a live supply conductor may fall on telephone plant and slide off. The duration of energized contact in this case will be the length of time that the two conductors were in physical contact. The main purpose of this question is to get a reasonable idea of the time that the current from the supply conductor flowed into the telephone plant, whether it was for only a second or for a matter of minutes.

(d) *Line 11:* State the cause of the contact. Be as specific as possible. *Avoid general statements* such as "Supply conductor fell on telephone cable" or "Supply pole broke off." Instead, state "Heavy wind blew tree into power lead, breaking supply conductor which fell on telephone cable," or "Automobile broke supply pole," or any other specific statement.

(e) *Line 16:* If toll line troubles involved special or auxiliary protection on poles adjacent to pole-mounted equipment or way stations, examine the protector blocks at these auxiliary points (as well as those at the station or equipment location) for any evidence of operation. Note findings on the form.

4.06 Prepare Form P 2004 progressively. Within 24 hours, complete and forward as follows:

(a) *Original (White)* — Protection Engineer

*Note:* Refer to the Functional Listing in the Official Directory under Electrical Protection Inductive Coordination Engineers.

(b) *Duplicate (Yellow)* — District Security Office

(c) *Triplicate (Pink)* — File Copy (retain for 1 year)



Report Of Electrical Power Or Lightning Contacts

This copy for \*District Engineer (Responsible For Protection) Chief Special Agent File  
Sector \_\_\_\_\_ Division \_\_\_\_\_  
District \_\_\_\_\_  
Exchange in Which Disturbance Occurred \_\_\_\_\_  
Central Office in Which Disturbance Occurred \_\_\_\_\_

1. Date Trouble Occurred \_\_\_\_\_ 19 \_\_\_\_ : Time \_\_\_\_\_ \* AM, PM
2. Location of Contact or Trouble in Telephone Plant (Street Address, Pole Number, Etc.) \_\_\_\_\_
3. Type of Telephone Plant in Contact: \*Open Wire – Drop Wire – Cable – – – Toll – Exchange.
4. Trouble on Telephone Plant Due to: \*Physical Contact – Induction – Lighting.
5. Type of Construction: \*Joint Use – Crossing – Conflict – Parallel.
6. Name of Disturbing Supply Utility \_\_\_\_\_
7. Supply Circuit: Name \_\_\_\_\_ Voltage \_\_\_\_\_ \* AC-DC
8. Duration of Trouble in Supply System \_\_\_\_\_ Minutes \_\_\_\_\_ Seconds
9. Duration of Contact Between Energized Power Conductors and Telephone Plant \_\_\_\_\_ Minutes \_\_\_\_\_ Seconds
10. Weather Conditions at Time of Trouble: \*Calm – Wind – High Wind – Fog – Light Rain  
Heavy Rain – Snow – Sleet – Lightning.
11. Describe Nature and Cause of Trouble on Supply System † \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

12. Were There Any Deviations From Standard Practices?  
Telephone Plant: Clearances? \*Yes – No; Protectors? \*Yes – No; Other? \*Yes – No  
Details † \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Supply Plant: Clearances? \*Yes – No; Faulty Maintenance? \*Yes – No; Other? \*Yes – No  
Details † \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

13. Damage to Telephone Plant (Describe in Detail) † \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

14. Estimated Cost of Repairs of Telephone Plant \$ \_\_\_\_\_

15. Damage to Other Than Telephone Company Plant (Describe in Detail) † \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

16. What Telephone Protection Operated?	Fuses	Carbon Blocks	Heat Coils
Subscribers Protectors: No. of Stations Where Protection Operated . . . . .			
Protected Bldg. Terms: No. of Lines Where Protection Operated . . . . .			
Central Office Protectors: No. of Lines Where Protection Operated . . . . .			
Other (Specify) † _____			

17. Were There Any Reports of:  
Accoustic Shock (BSP 010-810-900PT) ? \*Yes – No  
Personal Injury or Property Damage (S. I. 58) ? \*Yes – No

18. Further Information of Interest, Including Steps Taken to Correct Unsatisfactory Conditions  
Attach Supplementary Memo or Sketch if Necessary to Clarify. † \_\_\_\_\_  
\_\_\_\_\_

19. Called Local Power Co? Yes – No; Details: \_\_\_\_\_  
\_\_\_\_\_

20. Chief Special Agent Case Number \_\_\_\_\_

21. Reported By \_\_\_\_\_ Title \_\_\_\_\_ Phone \_\_\_\_\_

22. Noted By \_\_\_\_\_ Dist. Level Supvr.: Date \_\_\_\_\_ 19 \_\_\_\_

\*Cross Out Words Which Do Not Apply †Use Reverse Side if Needed