

OPERATORS TELEPHONE SET JACKS CLEANING PROCEDURES

1. GENERAL

1.01 This section covers a procedure for cleaning the sleeves of operators telephone set jacks.

1.02 This section is reissued to incorporate material from the addendum in its proper location. In this process marginal arrows have been omitted.

1.03 In order to maintain the jacks in satisfactory operating condition, it will be necessary to perform the cleaning procedure periodically, depending upon local conditions such as humidity, sulphur content of the air, dirt, etc.

2. LIST OF MATERIALS

CODE NO.	DESCRIPTION
—	D-98063 or KS-2423 Cloth
—	KS-7860 Petroleum Spirits
—	KS-6320 Orange Stick
—	KS-6232 Oil
—	Medicine Dropper

3. PREPARATION

3.01 The cleaning solution to be used in the following procedure shall be petroleum spirits to which has been added 2 per cent by volume of the KS-6232 oil. The solution should

be made in small quantities of the order of two ounces or less depending on the number of jacks to be cleaned. Add 17 drops of oil, by means of a medicine dropper, for each ounce of petroleum spirits. Since petroleum spirits is highly volatile, it will evaporate leaving the oil. For this reason it is recommended that the container be kept tightly corked except when moistening the cloth and that no attempt be made to store the solution. In the following procedures, the solution will be referred to as cleaning solution.

3.02 Fold a piece of clean D-98063 or KS-2423 cloth about 5 inches long and 1-1/2 inches wide along its length so as to have a folded strip about 3/4 inches wide. Insert one end of an orange stick inside the fold at one end of the cloth and then wrap the cloth spirally around the orange stick so that the folded edge is exposed having about 3 turns of cloth per inch of length. The end of the cloth winding may be held with the fingers or other suitable means.

4. PROCEDURE

4.01 *Cleaning:* To clean the sleeves of the jacks, moisten the cloth at the end of the orange stick with cleaning solution, insert the wrapped orange stick into the sleeve of the jack and rub back and forth contacting all of the sleeve surface. Care shall be exercised to avoid touching the tip springs of the jacks more than is necessary. Repeat this procedure, using clean cloths, until the cloth is clean when removed from the jack sleeve.