

DRAWING CHANGE INFORMATION

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1. GENERAL

1.1 Office records on a specific order number must be revised to indicate any change from the information shown thereon. In order to accomplish this the Installer must report all deviations to the Regional Engineering Center. The vehicles available to accomplish this transmittal of information are the "Marked Print" or the various work sheets in the SD-97-104 Series listed in Handbook 250, Section 0. The use of the work sheet is to be employed whenever feasible for small changes in preference to the actual marking of a print.

verse side of a work sheet. Appropriate information shall be inserted as shown in Figure 1.

SD-48-128 (4-72)

Western Electric

INSTALLERS MARKED PRINT

ORDER NO. 12345 GT

J.I.M. NO. 3

DATE _____

ENG. COPY
 FILE COPY

PLEASE VERIFY THAT THESE CHANGES ARE MADE BEFORE DISCARDING THIS COPY.

FIG. 1 TYPICAL INSTALLERS MARKED PRINT LABEL (PAR. 2.31)

2. MARKING DRAWINGS OR WORK SHEETS

2.1 The drawing should be marked to remove all nonapplicable technical information and notes. This should be accomplished by using any medium that provides a distinct contrast with the background material; however, it is recommended that additions be clearly marked in red and deletions marked in yellow.

2.2 Marking Cabling Plan Drawings

2.21 When so directed by the job specification the height of the two highest points at each designated cabling path shall be shown on the Cabling Plan Drawing. In addition to overhead structures, the clearance between the top of the pile-up and the obstruction shall also be shown.

2.3 Marked Drawings for Forwarding

2.31 SD-48-128 Installers Marked Print Label shall be applied to the outside of each folded drawing or on the re-

3. WHEN TO FORWARD

3.1 A drawing or work sheet shall be forwarded as soon as it is determined, with reasonable certainty, that no other changes will be made on it. When this cannot be done, drawings or work sheets shall be forwarded no later than completion date. For exceptions, see Paragraphs 3.2 to 3.4.

3.2 On WEE step-by-step jobs, marked Terminal Assembly drawings or work sheets or a J.I.M. stating that there will be no changes, shall be forwarded to the Field Service Department at least six weeks prior to job completion in order to receive the changed photostat of the DTA drawing.

3.3 On short interval orders which do not allow sufficient time for processing changes of the marked DTA drawing, the installer shall mark the necessary changes on either the mounted

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photostat or regular print furnished on that order. This marked document will serve as a temporary record until the final changed photostat is received on the job. The engineer shall be notified of these changes in accordance with Paragraph 4.

- 3.4 On jobs where audible and visual maintenance alarm equipment is installed, marked "Wiring Table of Equipment and Terminal Strip Strapping for Miscellaneous Alarm Units" drawings or a J.I.M. stating that there will be no changes shall be forwarded to the Field Service Department as far in advance of job completion as possible.

→ 4. PAPERS REQUIRED

- 4.1 When Drawings and Work Sheets are Marked.
- 4.11 Issue a JIM per CI 47.242 on WEE, ESO, and TCE orders when forwarding marked drawings and work sheets to the Regional Headquarters. A group of marked prints and work sheets may be combined under one JIM. Indicate on the JIM when last marked print or work sheet is included.
- 4.12 These JIM's shall be issued no later than the completion date.
- 4.13 Under "SUBJECT" indicate one of the following:
- (a) "Marked Drawings" or "Work Sheets"
- (b) "Final-Marked Drawings" or "Final Work Sheets" (when it is reasonably certain that no more marked prints or work sheets will be forwarded.)

- (c) "Final - Additional Marked Drawings" or "Final - Additional Work Sheets" (when it is necessary to forward additional information after JIM per item B above has been issued.)

- 4.14 On the JIM, list the drawings and issue numbers, and suffix each entry with appropriate designation.

- (a) "W" - for Wire Chief's file (include mailing address)
- (b) "I" - for Installer's file

These suffixes will be used for distribution. See CI 47.242, Appendix B for JIM routing.

- 4.15 All JIM's will be forwarded by first class mail.

- 4.2 When there are no marked prints or work sheets to be forwarded to Regional Headquarters, no longer will a Route "J" JIM be required. Instead, the form SD-42-20 (Confirmation of Installation Completion) will be completed per instructions covered in CI 42.203-20.

5. CORRECTED DRAWINGS OR WORK SHEETS TO BE RECEIVED BY THE WIRE CHIEF

- 5.1 All drawings and work sheets to be turned over to the Wire Chief in accordance with CI 47.218-23 shall be marked to indicate any changed information. Work sheets specified in Paragraph 1 shall be used to transmit the changes.
- 5.2 On step-by-step jobs also furnish the Wire Chief with a marked set of terminal assembly drawings.

→ Indicates new or changed information.

Planning, Development
and Engineering Manager

Reason for Reissue:
To revise Paragraphs under
4. Paper Required.