

SPLIT TRUNK CROSS-CONNECTIONS IN ROTARY CONNECTOR MULTIPLE STEP-BY-STEP DIAL OFFICES

1. GENERAL

1.01 This section describes certain requirements and procedures to be followed when:

(a) The assigned telephone numbers for rotary systems are not in sequence on the pilot number level.

(b) Splitting of the connector multiple is required.

1.02 It is revised to describe the use of the Split Trunk Record, Form F-289.

1.03 Trunks shall be split according to instructions from the Traffic Department, which will be determined as a result of an interview with the subscriber.

2. REQUIREMENTS

2.01 In all cases where the multiple is split, the split contact shall be tied to another assigned terminal. This terminal shall be in the same one hundred group as that of the pilot telephone number.

2.02 The multiple shall not ordinarily be split:

(a) For new service of less than ten trunks.

(b) For additions to existing service of less than five trunks.

2.03 When it is necessary to split the multiple for additions to existing service of five trunks or over, observe the following rules:

(a) For a 5 or 6 trunk system there shall be at least 4 common trunks.

(b) For a 7 or 8 trunk system there shall be at least 5 common trunks.

(c) For a 9 or 10 trunk system there shall be at least 7 common trunks.

2.04 The multiple of the first regular shelf of any group shall not be split.

2.05 The rotary straps shall be so arranged that calls to the pilot telephone number of a rotary system will rotate to the last contact included in the system.

2.06 The rotary straps shall be so arranged that if any of the telephone numbers that are not on pilot number level are dialed and are split into the rotary group, the connectors will not rotate when the number dialed is busy.

2.07 The first case requiring a split multiple for a rotary system shall be split in the second shelf. Each succeeding split shall be made in each succeeding shelf until one contact has been split in each shelf except the first shelf. The next split shall revert to the second shelf and so on.

2.08 When one shelf consists of fewer connectors than the other shelves in the same one hundred group, splits shall be made in the short shelf in proportion to the number of connectors in service. For example, if there are one-half as many connectors in the short shelf as there are in the other regular shelves, there shall not be more than one-half as many split connects in the short shelf as in the others. In no case shall there be as many split contacts in a short shelf as there are connectors in service in the short shelf.

2.09 The standard method of splitting trunks is from the front. However, when the subscriber desires one or more common trunks on his listed telephone number, the splitting may be started from the first contact immediately following the contact of the last listed number night-connection. Trunks shall not be split from the last contact of a rotary system.

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2.10 When a subscriber orders one or more trunks disconnected, the trunks selected for disconnection will ordinarily be those most recently added.

2.11 When a split trunk record, Form F-289, is received on which any of the above requirements have not been followed or cannot be met, the case shall be referred to the Traffic PBX Department (see Figure 1).

3. SPLIT TRUNK DATA

3.01 When the addition or reduction of one or more PBX trunks involves a rearrangement of the connector multiple, the notation "Split-in" will be shown in the "Remarks" space of the service order.

3.02 Form F-289, Split Trunk Record, (see 5.01 and 5.02) will:

- (a) Be originated by the Traffic Department.
- (b) Be associated with the central office copy of the service order.
- (c) Show the split trunk arrangement of the entire PBX system, including:
 - (1) The trunks to be added, or
 - (2) The final arrangement after trunks are disconnected.

3.03 When a trunk is added to an existing PBX which is not to be included in the rotary group, the notation, "Off-group", will be entered in the "Remarks" space of the service order. In such cases the added trunk shall not be "Split-in," and Form F-289 will not be prepared.

3.04 If a service order is received involving PBX trunks on which the "off-group" or "split-in" notation is omitted or Form F-289 is not received, the CO Supervisor shall refer the case to the supervisor of the Plant assignment office. The assignment office will obtain the desired information and will, if Form F-289 is required, forward it to the CO Supervisor as soon as it is received. The CO Supervisor shall enter in the "Remarks" space of the order the appropriate notation, "Off-group" or "Split-in." It may be necessary in some cases to

accept the split trunk data by telephone in order that the work may be completed and a due date met. However, a confirming Form F-289 should be received in all cases.

3.05 When in the opinion of the CO Supervisor a discrepancy exists on Form F-289, he shall refer the case to the Traffic Department who will authorize changes. Those changes affecting the split trunk data on added or disconnected trunks shall be corrected by the CO Supervisor on his copy of Form F-289.

3.06 When the subscriber desires a rearrangement of his trunk group for the purpose of improving his night connection service, and there is no addition or reduction of trunks involved, the PBX department will prepare Form F-289 and forward it directly to the CO Supervisor. In such cases no service order will be issued. The CO Supervisor shall complete the work and forward Form F-289 showing the work completed to the test center for testing and record correcting purposes, after which it will be returned to the CO Supervisor and field.

4. PROCEDURE

Trunk Additions

4.01 The CO Supervisor shall perform the work required, preferably during a period of light traffic, and place a busying cord on each added split trunk. The employee completing the work shall initial Form F-289 and forward it to the PSC.

4.02 When adding split trunks in groups having the H terminals multiplied between shelves, it will be necessary, besides splitting the T, R, and S leads, to:

- (a) Disconnect the wires from the H terminal of the trunk involved.
- (b) Place a strap between the S and H terminals.

4.03 If the trunk being added is to work from an intermediate overflow shelf, it will be necessary to:

- (a) Remove both wires from the H terminal.
- (b) Solder the ends together.

- (c) Insulate them with KS-7851 sleeving.
- (d) Store them between the rows of terminals from which they were removed.

4.04 If the trunk is being added in the last overflow shelf it will, of course, only be necessary to remove one wire from the H terminal, sleeve it, and store it between the terminals.

4.05 The contact that is being split shall be made busy during the time that the splitting is being done to avoid loss of calls to the PBX.

4.06 The test desk will request a CO employee to assist him with a test of the proper arrangement of split trunk ties as indicated on Form F-289 before the installer calls for an O.K. The CO employee shall cooperate in these tests and replace the busying cord when the tests are completed.

4.07 When the order is O.K.'d the test desk will request the removal of the busying cord.

4.08 Form F-289 will be returned to the CO Supervisor after the split trunk line card has been prepared. A file of Split Trunk Records shall be maintained in the switchroom for reference purposes.

Trunk Reductions

4.09 Before a split trunk is disconnected on either the main or intermediate distributing

frame, the split trunk ties shall be removed and the original ties replaced restoring the multiple to normal. This is necessary to avoid loss of calls to the PBX.

4.10 If the multiple wires were removed from the H lead when the split trunk was placed in service these wires should be restored and the strap between the S and H terminals should be removed.

4.11 When the multiple rearrangement is completed, Form F-289 and the order shall be returned to the PSC. The test desk will request a CO employee to assist him with a test of the proper restoration of the connector multiple, after which Form F-289 will be returned to the Central Office and field.

Designation and Verification

4.12 The connector multiple designations shall be corrected in accordance with instructions outlined in Bell System Practices.

4.13 All connections as shown on Form F-289, Split Trunk Record, not involved in the current service order shall be verified with the actual arrangement of the multiple. Discrepancies shall be referred to the Traffic PBX Department.

5. DESCRIPTION OF FORM F-289

5.01 Figure 1 illustrates Form F-289 and shows typical entries with explanations.

SPLIT TRUNK RECORD _____ SHELF GROUP (EXCL. TOLL)

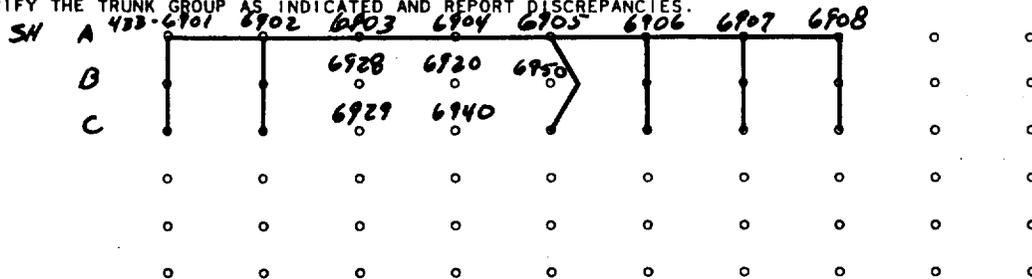
~~PLANT ASSIGNMENT & WIRE SHEET~~
~~TRAFFIC ASSIGNMENT~~
~~SERV. CONSULT./ADV.~~
~~FILE~~

TYPE TEL. SYS.: KTS
 DIAL PBX MULTI-MAN'L PBX
 1 OR 2 POS MAN'L PBX

LISTED NO. 443-6901 NO. WKG. 12
 CUST. NAME CALIF. WEYERS
 ORDER NO. 678087 DUE 6-22-68

	TRUNK NO.	SHELF	LEV. X CONTACT	TRUNK NO.	SHELF	LEV. X CONTACT
Please Connect	<u>443-6928</u>	<u>B</u>	<u>0 x 4</u>			
Disconnect	<u>6940</u>	<u>C</u>	<u>0 x 4</u>			
Rearrange						

VERIFY THE TRUNK GROUP AS INDICATED AND REPORT DISCREPANCIES.



WORK AUTHORIZED BY D. CRAWFORD TEL. NO. 791-2914 DATE 10-9-68 COMPLETED BY JOHN MOON
 SALESMAN F. PIZZUITTO TEL. NO. 290-1104 ASSIGNMENT CLERK M. NALLEY
 SERV. CONSULT./ADV. D. WILDEY DATE & TIME CALLED 10-8-68

NIGHT ARRANGEMENTS: 6901 + 6902 listed for calls after 5 P + Sat. + Sun.

FIGURE 1

- 5.02 The circles represent connector multiple bank contacts.
 - (a) Each horizontal row of circles represents the contacts of a separate connector shelf. (Shelves A, B, and C are shown.)
 - (b) Each vertical row of circles represents the contact numbers on a particular shelf. (The 0 level is shown, contacts 01 to 08.)
- 5.03 The horizontal line drawn through the contacts of the A shelf indicates the number of contacts that are included in one subscriber's rotary system (contacts 01 to 08).
- 5.04 The straight vertical lines show the contacts that are common to all shelves. (Contacts 01, 02, 06, 07, 08 are common to shelves A, B, and C.)
- 5.05 The curved vertical line indicates a contact that is not common to all shelves. (Contact 05 is common only to shelves A and C.)
- 5.06 Circles not joined with either a straight or curved vertical line indicate split contacts. (Contacts 03, 04, and 05 in shelf B and contacts 03 and 04 in shelf C are split contacts.)
- 5.07 The number shown above the split contact is the assigned telephone number to which the split contact is cross-connected.
- 5.08 This chart represents a rotary system of 13 trunks. A case in which contacts 09 and 00 had been previously assigned to another subscriber. The first two contacts, 6901, and 6902 are not split as they are required for listed number night connections.