

CABLE SHEATH OPENINGS

REPORTING OF OPENINGS AND CLOSINGS TO THE CABLE TEST DESK

1. GENERAL

1.01 This section describes the administrative responsibilities of all field forces involved in opening and/or closing sheaths of working cables. These responsibilities include: protecting services and protection systems against interruption, simultaneously clearing defective pairs, preventing use of high-voltage breakdown sets or similar type apparatus while other work is being performed in the same sheath, and clearing trouble reports resulting from the cable work.

1.02 Throughout this practice, "Cable Test Desk" is defined as those positions whose function is to test, dispatch, coordinate, work with, and receive reports from the field splicing and maintenance force. The cable test desk may be positions in a repair service bureau or a cable maintenance center.

1.03 The reporting responsibilities of the field forces in this practice match the recording requirements of the cable test desk as defined in Section 660-101-302.

2. REPORTING

2.01 Before starting any work operation involving the opening or closing of a sheath containing working pairs, field personnel shall call the cable test desk for an opening or closing number. This includes **ANY** initial opening, the reopening of temporary closings, and closings either temporary or final.

2.02 When contacting the test desk for an opening number, field personnel will provide the following information to the test desk as applicable: name, work order number or transfer sheet number, splice number, "From" and "To" cable and count, pressurization status, and the work location. Figure

1 is Form E-4024 and illustrates the information recorded by the test desk.

2.03 Field personnel shall obtain the following information from the test desk as appropriate:

(a) A list of special circuits including toll involved in the cable work or exposed to possible interruption,

(b) Confirmation that the use of a high-voltage breakdown set or other test equipment will not interrupt or endanger personnel, property, or service,

(c) A list of defective pairs to be tested and/or cleared in conjunction with the proposed work,

(d) A cable opening number, and

(e) Any assignment or pair transfer changes.

2.04 When a sheath opening involves the transfer of working pairs for which transfer sheets have been prepared, those sheets must have forms attached to them listing the special services and defective pairs. For special services, the Form E-2573 listing the transfers must have notations defining which pairs involve special services. An additional E-2573 (Fig. 2) labeled "Special Service List" is to be furnished to the field forces listing all other special service pairs in the splice which will be **exposed** to interruption. This "Special Service List" shall be provided by the assignment office even if the transferred pairs involve no special services.

2.05 A form E-4108 (Fig. 3) listing defective pairs in cable being opened for work, shall be furnished to the field forces. The requirements for these forms are clearly defined in Section

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SECTION 620-020-005

680-300-012 and the "Cable Transfer Administration Plan." Field forces must assure that timely and complete information on the correct forms are provided them before any sheath is opened.

2.06 Field personnel should give the cable test desk reasonable advance notice of an opening in order to expedite the research for and provision of the required information.

2.07 Field personnel should demand positive reporting from the test desk on these items and should not begin any work until they have full knowledge of the sheath to be opened. Field personnel will note the opening number provided by the test desk on the appropriate work authorization, eg; trouble ticket, work order, transfer sheet, etc.

2.08 If toll circuits are or could be affected in the work operation, the cable test desk is to arrange all releases and transfers plus to notify the toll test desk of the opening and closing. Any special conditions, such as testing and troubleshooting restrictions, must be listed on the transfer sheets. It is essential the field forces ensure that the cable test desk provides this information in order to prevent disruption of sensitive services and to minimize the problems of circuit testing and restoration when the toll test desk does not realize field forces are working in a sheath.

2.09 Before closing a sheath, whether temporary or final, field personnel shall call the test desk for a closing number. This number will be recorded on the work authorization. Before the sheath closure is made, field personnel should positively ascertain there is no pending trouble within the sheath opening.

3. WORK OPERATIONS

3.01 The opening of a cable sheath is *not* a simple and inconsequential task. Much

planning must be done and care taken merely to maintain the status of the systems which can be adversely affected by a sheath opening. Critical systems which can be influenced often at great embarrassment and cost include toll, special circuits, transmission, and pressurization. Any field personnel opening or closing sheaths must comply with the instructions in the following Sections and Plans:

- 460-110-100: Special Safeguard Measures and Special Service Protection,
- 633-040-201: Temporary Splice Protection Using CR Tape,
- 633-040-202: Cable Splicing General—C & D Splice Covers,
- 634-305-501: Fault Location—Using the Breakdown Test Set,
- 637-305-303: Cable Pressure Systems—Maintaining Cables Under Pressure—Sheath Openings,
- 637-450-500: Cable Pressure Systems—Construction Test—Procedure During Placing,
- 637-450-501: Cable Pressure Systems—Construction Tests—Procedure During Splicing,
- Cable Transfer Administration Plan, and
- Defective Pair Administration Plan.

3.02 Knowledge of the listed sections and plans together with pertinent local practices will not prevent system failures, but such failures will be minimized and their restoration enhanced.

CABLE SHEATH OPENING RECORD

	NAME	WORK ORDER NO.	SPLICE NO.	TRANSFER NO.	"FROM" CABLE & COUNT	"TO" CABLE & COUNT	LOCATION OF WORK	SPECIAL SERVICES	DEF. PAIRS	OPENING NO.	CLOSING NO.
1											
2											
3											
4											
5											
6											
7											
8											
9											
10											
11											
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Fig. 1

