

**NUMERICAL INDEX — DIVISION 770  
BUILDING OPERATION**

**1. GENERAL**

- 1.01** This section provides an index of System-issued sections in Division 770.
- 1.02** A bullet (●) indicates an item that has been added or changed since the previous issue of the index.
- 1.03** A square (□) indicates a canceled item. Information relating to the cancellation, if necessary, will be shown in a note following the item. Canceled items and related notes will be deleted upon reissue of the index.
- 1.04** "Add" is the abbreviation for Addendum.

**2. LAYERS**

- 2.01** This division is arranged in layers as follows:  
770-0 Indexes and Equipment Test Lists  
-1 Building Service  
-2 Building Maintenance  
-3 Building Fire Protection

**3. INDEX**

Section Number	Issue	Subject
<b>770-0 INDEXES AND EQUIPMENT TEST LISTS</b>		
● 770-000-000	31	Numerical Index — Division 770 — Building Operation
770-001-011	1	ETL
<b>770-1 BUILDING SERVICE</b>		
770-120-001	3	Building Service Supplies, Ordering and Stocking
770-120-002	2	Building Service Work, Forecasting Force and Scheduling
770-120-003	1	House Service Work Units Account 707 House Service Expense Forms E-4992 and E-4993
770-120-300	6	Table of Building Cleaning Procedures and Materials
770-120-301	1	Fluorescent Lamps
770-120-302	2	Display of the United States Flag and of the Bell System Flag or Pennant
770-130-301	2	Sweeping General
770-130-302	2	Sweeping, Dustless, Laundered Type Treated Cloth Method
770-130-303	4	Sweeping, Dustless, Disposable Type Treated Cloth Method
770-140-301	3	Dusting, Laundered Type Treated Cloth Method (Floor Reach)
770-140-302	3	Dusting, Disposable Type Treated Cloth Method (Floor Reach)

Section Number	Issue	Subject
770-150-300	5	Cleaning and Protecting Resilient Floor Coverings
770-150-301	1	Measurement of Slip Resistance of Resilient Floors, Principles and Evaluations
770-150-302	4	Floor Mopping and Scrubbing
770-150-304	2	Application of Anti-Slip Floor Finish
770-150-305	3	Floor Waxing
770-150-310	3	Cleaning Hard Floors
770-150-311	1	Cleaning Garage Floors
770-160-301	4	Wall Washing — Painted
770-160-302	5	Wall Washing — Marble and Tile
770-170-301	3	Dilution of Liquid Toilet Soap and Cleaning of Soap Valves
770-170-302	3	Cleaning and Polishing Wood and Metal Furniture
770-170-303	2	Cleaning Window Shades
770-170-304	1	Cleaning Water Bottles (Carafes) — Vacuum Type
770-170-305	2	Maintenance of Interior and Exterior Metals
770-170-306	1	House Service Operations in Electronic Data Processing Centers
770-170-307	1	Care of Washrooms
770-170-308	2	Telephone Booth Cleaning
770-170-309	1	Floor Maintenance in ESS Areas
770-170-310	1	Selection and Maintenance of Carpeting
770-170-320	3	Insect Extermination
770-180-301	2	House Service Inspection
<b>770-2 BUILDING MAINTENANCE</b>		
770-200-000	1	Building Mechanical Equipment — Scheduling Routine Maintenance
770-210-300	2	Low Pressure Heating Boilers — Basic Fundamentals and Bell System Standards
770-210-301	3	Hot-Water Heating Boilers — Operation and Maintenance
770-210-302	3	Steam Heating Boilers — Operation and Maintenance
770-215-301	1	Compressed Air Storage Tanks and Associated Equipment, Testing and Maintenance Procedures

**SECTION 770-000-000**

Section Number	Issue	Subject
770-220-301	3	Air Filter Cell For Unit Ventilators
770-220-304	1	Maintenance of Ventilating Fans
770-220-308	1	Installation and Maintenance of V-Belts
770-230-300	2	Fundamental Principles of Water Conditioning
Add 770-230-301	1	
770-230-301	2	Water Treatment — Air Conditioning Systems
770-230-302	2	Water Treatment Equipment — Open and Closed Heat Exchanger Systems
770-230-303	1	Water Treatment Low-Pressure Heating Boilers
770-240-301	1	Evaporative Condensers
770-240-302	1	Cooling Towers
770-250-301	2	Reciprocating Refrigeration Compressors for Air Conditioning Systems
770-250-302	1	Maintenance and Operation of Centrifugal Refrigeration for Air Conditioning Systems
770-255-301	3	Window Shades Ordering and Installing
770-260-301	1	Painting — Interior — Switching Equipment Protection
770-265-301	1	Hardening and Dustproofing Concrete Floors
770-270-301	1	Care of Lawns and Shrubbery
770-280-501	1	Building Maintenance Inspections — Exterior and Grounds
770-280-502	1	Building Maintenance Inspections — Interior
770-280-503	2	Maintenance of Antenna Supporting Structures
770-280-600	1	Basic Fundamentals of Testing and Maintaining Building Electrical Switchgear and Associated Equipment
770-280-601	1	Maintenance and Testing of Building Switchgear
770-280-602	1	Maintenance and Testing of Transformers, Bus Duct, Cables and Motor Protective Equipment

Section Number	Issue	Subject
<b>770-3</b>		<b>BUILDING FIRE PROTECTION</b>
770-300-150	1	Refinishing Motor Vehicles, Fire Protection Requirements
Add 770-300-152	1	
770-300-152	1	Storage and Handling of Flammable Liquids
770-310-150	1	Fabric Drop Cloths, Treatment for Flameproofing
770-320-150	9	Distribution of Fire Protection Apparatus
770-320-151	3	Fire Protection for Private Branch Exchange, Teletypewriter Switching Systems, Non-Portable Video Equipment and Large Building Non-Central Office Power Plant Installations
770-330-150	5	Water Type Fire Extinguishers
770-330-151	2	Foam Type Fire Extinguishers
770-330-152	7	Carbon Dioxide Type Fire Extinguishers
770-330-153	1	Dry Chemical Fire Extinguishers
770-330-160	2	Asbestos Gloves for Extinguishing Small Fires in Telephone Equipment
770-330-161	6	Tarpaulins for Protection of Telephone Equipment from Water Damage
770-340-501	2	Reporting Fires in Telephone Buildings
770-340-502	2	Means of Egress, Inspection and Testing
770-340-503	5	Fire Protection Apparatus, Routine Inspection and Maintenance
770-340-504	1	Fire Shutters, Inspection and Testing
770-340-505	1	Gas Piping, Inspecting and Testing
770-340-506	1	Sprinkler Systems, Inspecting and Testing
770-340-507	2	Fire Prevention and Protection Self-Inspection Report