

PLACING WIRE AND CABLE AT DESKS AND TABLES

1. GENERAL

1.01 This section covers the methods of placing wire and cable at desks and tables or other furniture. It does not, however, cover the requirements for placing wire and cable in pipes, conduits, underfloor duct systems, etc. These requirements are covered in the section on "Placing Wire and Cable in Buildings."

1.02 Where wire or cable passes through floor away from wall or baseboard, protect it from mechanical injury with a floor outlet or standpipe.

1.03 Standpipes for steel and fibre underfloor duct systems are part of the permanent installation and as such are furnished, installed and maintained by the building. If subsequently abandoned, the building should replace standpipes with screw plugs to close the openings. Moreover, where a conduit system of wire distribution is installed, the outlet boxes on walls or columns should be equipped by the building with covers having bushed holes approximately $\frac{3}{8}$ inch in diameter.

2. LOCATING AND PLACING FLOOR OUTLETS AND STANDPIPES

2.01 If practicable, each floor outlet or standpipe should be located near to and in back of a desk leg as shown in Fig. 1 and Fig. 2. In this connection do not locate floor outlet or standpipe where it is likely to be used as a foot rest by occupant of desk.

2.02 Where wire or cable is run under a floor in other than a steel or fibre underfloor duct system, or where wire is run in metal molding, place floor outlet squarely over hole or end of metal molding. On wood floors place gasket or adapter and fasten outlet with two 1-1/4 inch No. 14 F. H. Bright Wood Screws. On other surfaces drill holes and place screw anchors or hammer drive anchors.

3. PLACING WIRE AND CABLE

General

3.01 Where lead-covered cable is run to desks, remove cable sheathing between set or connecting block on desk and a point within the floor outlet, standpipe or similar fitting and approximately two inches from its opening. A convenient method for stripping and butting such cable is outlined in the section on "Splicing Cable." Cover the conductors thus exposed with one layer of friction tape, half lapped, starting at a point on sheathing approximately one inch beyond butt and extending as far as required for terminating.

To Desks

3.02 Place wire or cable to desks as shown in the following typical illustrations:

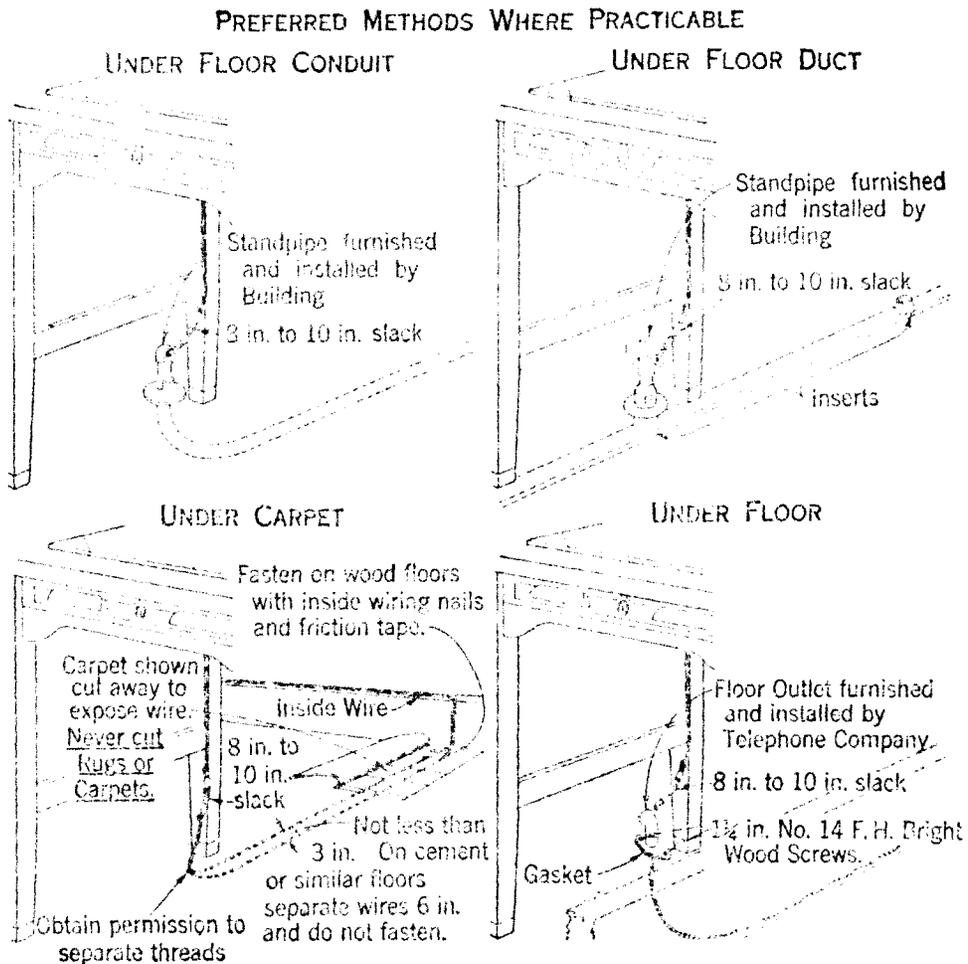


Fig. 1.

ALTERNATIVE METHODS

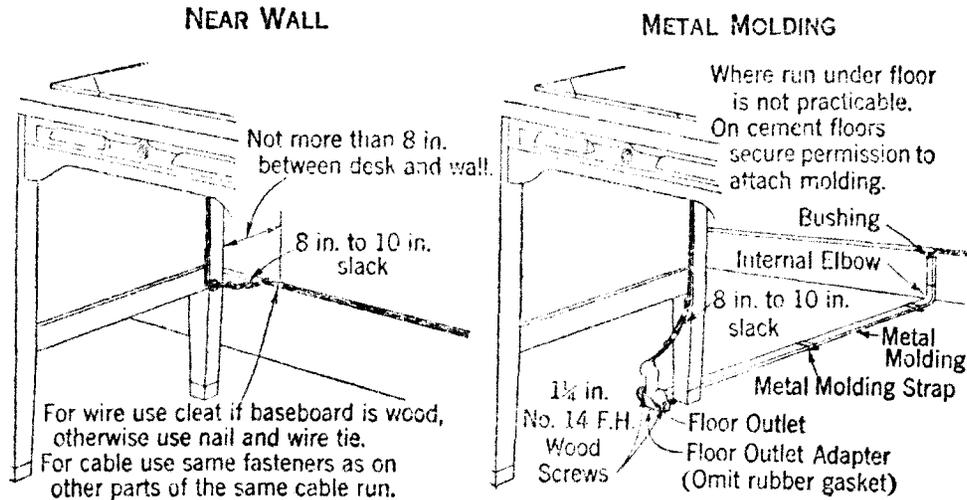


Fig. 2.

3.03 **Installing Metal Molding:** A convenient method for installing metal molding of the type which consists of two parts, a base and a cap, is hereinafter outlined.

3.04 Run the base between desired points and connect to proper fittings. To connect molding to metal molding fittings, push base of molding underneath tongues of such fittings.

3.05 That portion of the run which is made on baseboard or wall does not require the more rigid support obtained by fastening with molding straps. Therefore, fasten through holes provided in bases of both molding and fittings.

3.06 Fasten that portion of the run which is made on floor with molding straps. Place straps at both ends near fittings as shown in Fig. 2 and space intermediate straps, if required, at distances approximately the same as the distance between screw holes in base of molding.

3.07 The fasteners to employ in fastening molding and fittings (not including floor outlet) to the various surfaces which are usually encountered are as follows:

| Surface | Fastener |
|--|---|
| Woodwork, Plaster on Wood Lath or Plaster Board. | 1-1/2 inch No. 8 F. II. Bright Wood Screw. |
| Plaster on Hollow Tile or Metal Lath. | 1/8 inch x 4 inch Button Head Toggle Bolt. |
| Plaster on Masonry or Plaster Block. | 2 inch No. 8 F. II. Bright Wood Screw and No. 6-8 x 1-1/2 inch Wood Screw Anchor. |
| Masonry or Cement. | 1 inch No. 8 F. II. Bright Wood Screw and No. 6-8 x 3/4 inch Wood Screw Anchor. |

3.08 After bases of both molding and fittings have been placed, lay in wires, place bushings at ends in fittings to protect wires from abrasion and then place capping.

Note: Place capping on molding before placing capping on fittings.

3.09 To place capping do not lay it on base and pound it in place, but hold it as shown in Fig. 3 at a slight angle with base. First force one corner into place, then rapidly shift hands along toward free end, exerting sufficient pressure to push capping into place at each shift. This generally requires a succession of pushes at intervals of two or three inches.

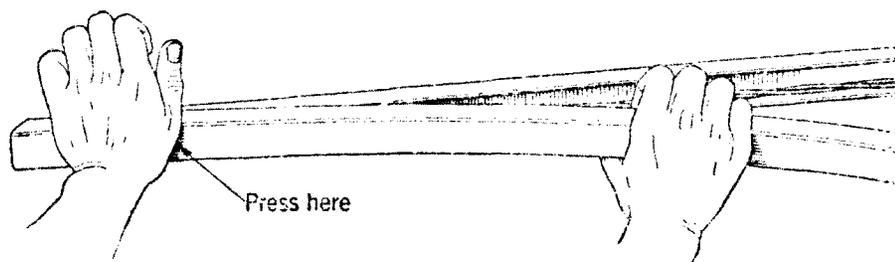


Fig. 3.

3.10 Where the methods shown in Fig. 1 and Fig. 2 are not practicable, the method shown in Fig. 4 may be used (with approval of supervisor) where floor is of cement and subscriber does not want metal molding installed on floor.

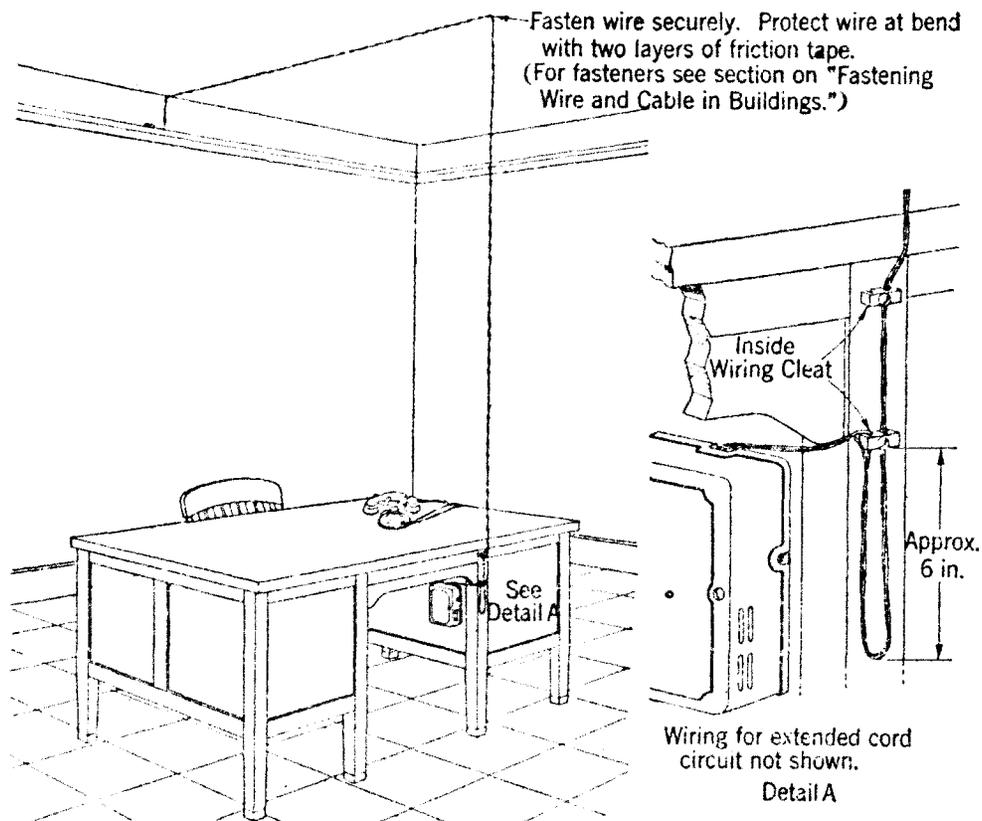


Fig. 4.

To Tables in Hotel Bedrooms

3.11 In large modern hotels equipped with a conduit system of wire distribution, it is generally the practice to furnish suitable tables for the telephones in bedrooms. If no bell-box cabinet is provided, the subscriber sets are mounted on the underside of such tables. This requires the placing of a cord from connecting block in outlet box to subscriber set as shown in Fig. 5.

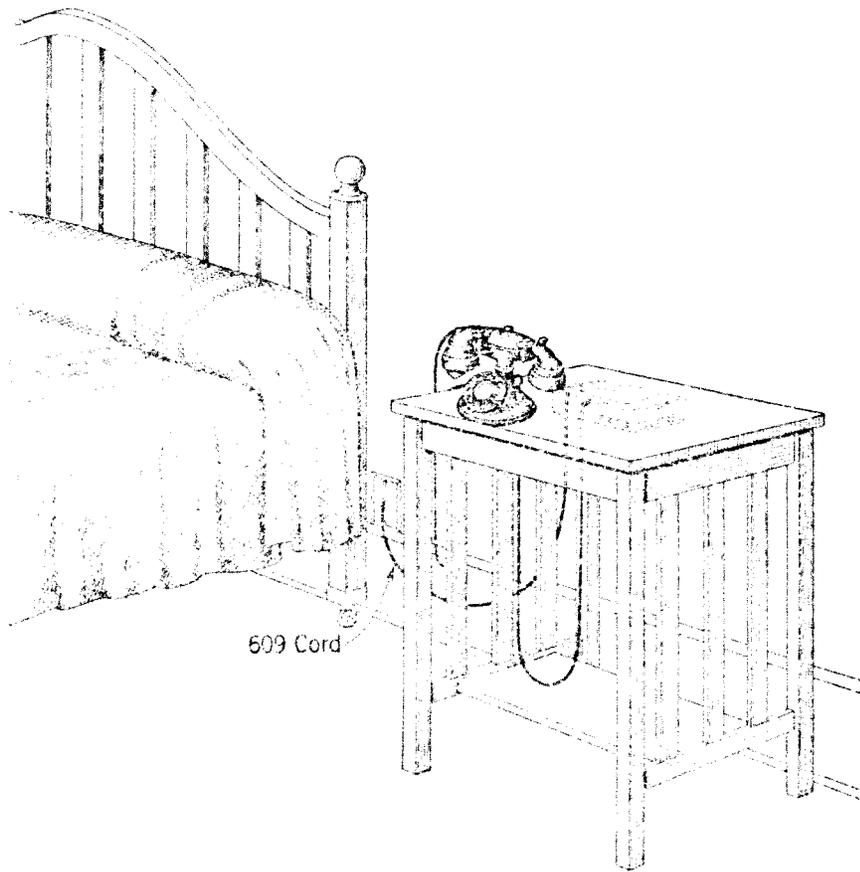


Fig. 5.

On Desks

3.12 **General:** Desk manufacturers are providing facilities in their desks which will permit placing the wire so that it will be, as far as practicable, concealed. Therefore, before attempting to place wire on a desk, make a survey of the desk to determine if wiring facilities are provided. Inasmuch as there are varied types of construction in desks, it is not practicable to show them all in detail. However, a few typical examples are shown in Fig. 7 and Fig. 8.

3.13 Where it is necessary to remove desk drawers, which generally has to be done where wiring facilities are provided, pull the upper drawer out. If the desk is equipped with a stop, raise the stop latch inside of drawer and, supporting drawer in both hands, pull it clear of desk. Mark each drawer on the rear face of its back, as an aid for identification when the drawers are to be replaced.

3.14 When wire is placed, replace the drawers in their proper openings without marring the exposed finish of the desk. Exercise care to enter them properly on their tracks. Also, be sure to turn down the stop latches, where provided, at the rear of each drawer to prevent its accidental removal in service.

3.15 **Wood Desks:** Place wire or cable in or on wood desks as shown in the following typical examples:

DESKS WITHOUT WIRING FACILITIES

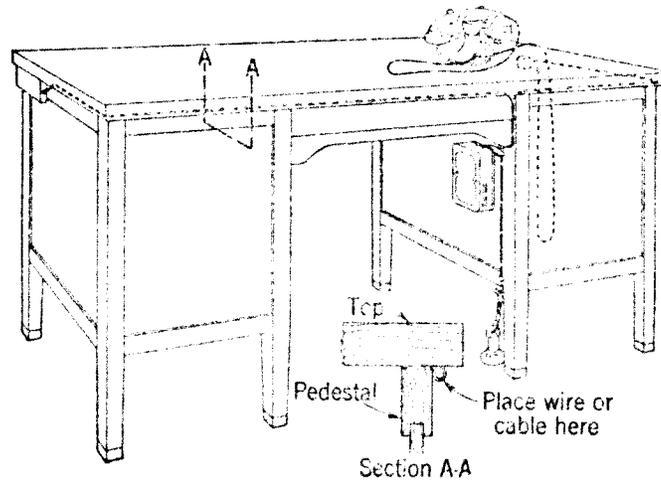


Fig. 6.

DESKS WITH WIRING FACILITIES

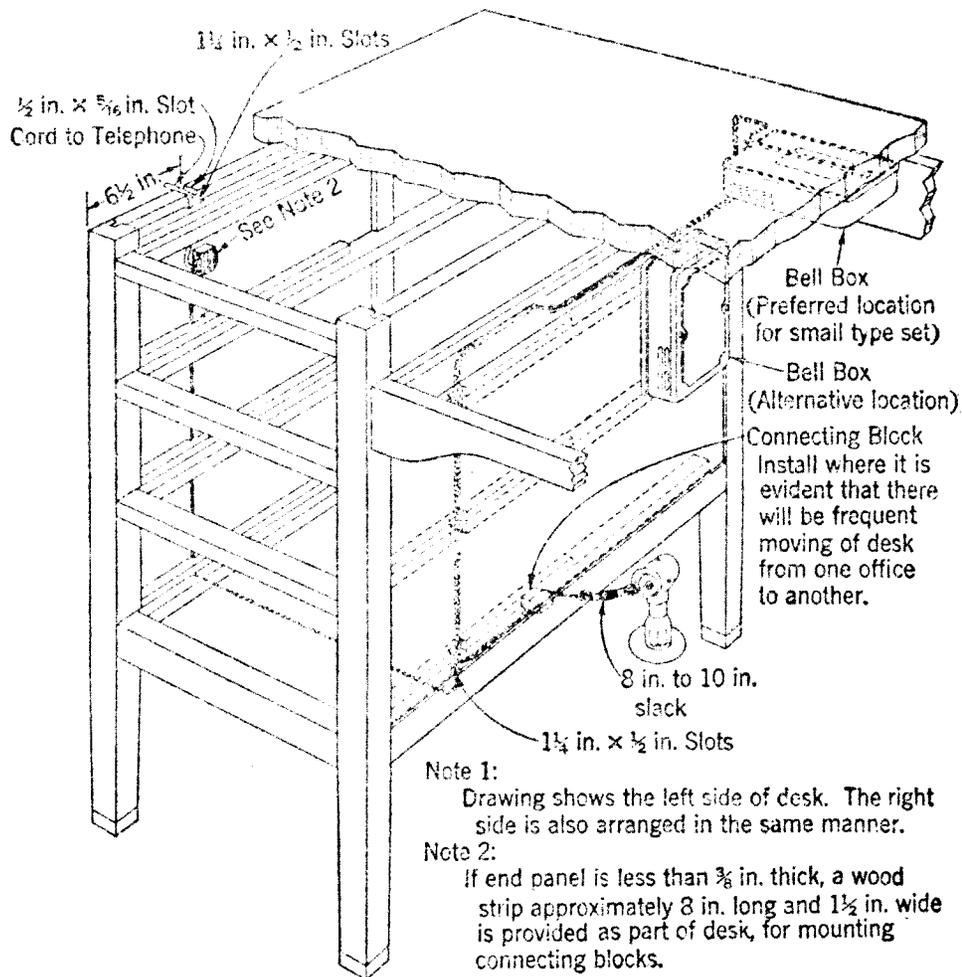


Fig. 7.

3.16 **Metal Desks:** Place wire or cable in metal desks with wiring and mounting facilities as shown in the following typical illustration:

DESKS WITH WIRING AND MOUNTING FACILITIES

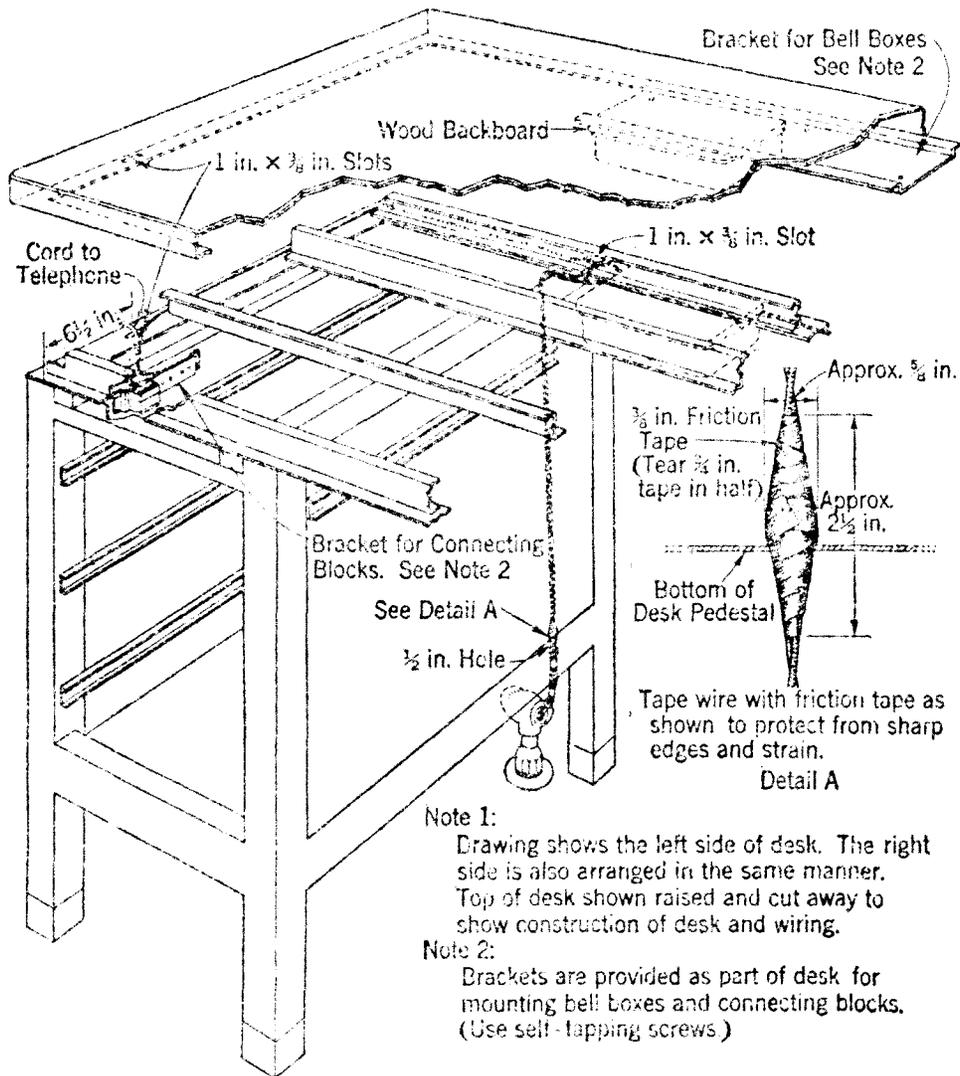


Fig. 8.

3.17 Place wire or cable on metal desks without wiring facilities as shown for wood desks, Fig. 6.