

MISCELLANEOUS OPERATIONS

1. **Priming.** To prime a circuit, either a sender supervisory or coin control circuit, momentarily plug a cord into the priming jack of the circuit involved, first removing any shield that may be in this jack. If a cord is in the answering jack, remove it and use it in priming. If the signal does not go out in a few seconds, replace any shield that you had removed and continue to hold the circuit.

2. **Sender group busy signal or link down drive signal lights. (Panel office)** Operate the release key if one is associated with the signal involved. If the signal remains lighted for an appreciable time or remains lighted after you operate the associated release key, try to release all senders in the group involved on which there are flashing signals by priming them and notify your supervisor, giving her the sender group number. Continue to prime all senders with flashing signals in the group involved until directed to resume normal operation.

SUPERVISOR: Immediately report the condition urging that all possible senders be released for service. Keep in touch with the situation and if necessary again advise the plant forces. Notify your chief operator.

3. **Signal lights indicating traffic congestion. (Crossbar office)**

a. If any of the following signals lights, operate the release key, observe whether the signal goes out or lights again in a few seconds, notify your supervisor, and record the time of appearance on your log record as locally directed. In the case of the originating sender load signal, also try to release all senders with flashing signals by priming instead of holding them, until further notice from your supervisor. The signals involved are as follows:

- Marker busy delay signal
- Originating sender load signal
- Terminating sender busy signal
- All coin control circuits busy signal

SUPERVISOR: In general proceed in accordance with local directions as regards notifying and assisting the plant forces. Keep closely in touch with the situation and tell assistance operators how to report to customers who claim difficulty that might be caused by the congestion. Notify your chief operator if the condition does not clear immediately.

In the case of a "B" sender signal, if the calls waiting signals at the "B" position indicate a heavy load and there are vacant positions, try to relieve the congestion by having one or more additional positions at the "B" board occupied.

b. If either the originating or a terminating load control signal lights, record the time each signal appeared and the time it went out, each time it lights. Notify your supervisor if she does not already know.

SUPERVISOR: See "a,Sr."

4. **Permanent signal holding trunk overflow signal lights.** Observe the holding trunk signals to see which district or office frame group has all holding trunks in use. Immediately report the trouble, specifying the frame number or numbers involved. Notify your supervisor.

SUPERVISOR: See "3a,Sr."

5. **Toll board pilot signal lights.** See Div. F, Sec. 4, 9.

MISCELLANEOUS OPERATIONS—Continued

6. **Emergency call indicated.** Do all you can to dispose of the call promptly as provided in Gen. Div., Sec. 3. In addition observe the following.

a. If you must use an emergency completing cord to an assistance operator, say to the calling party, "I'll give you the operator. One moment, please?" Then substitute the emergency completing cord for the cord in the answering jack and proceed with the call.

b. If you find it necessary to ring back the calling party use a regular cord, being sure to operate the holding key before changing cords on a permanent signal holding trunk.

Do not ring on a sender supervisory circuit but report the line for tracing, explaining that the call is an emergency.