

BELL SYSTEM PRACTICES

CONDITIONAL RELEASING OR CANCELLING

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1. GENERAL

1.01 This section provides instructions for processing Form E-10215 which is to be used for the conditional release and/or cancellation of certain Bell System Practices (BSP).

1.02 Whenever this section is reissued, the reason(s) for reissue will be provided in this paragraph.

1.03 Recommendations for changes to this section should be submitted as specified in Section 000-010-015, Bell System Practices, Commenting Procedures.

2. FORM E-10215

A. Purpose

2.01 Form E-10215 is a multipurpose, multisheet form which shall be used for cancelling or releasing BSPs under certain specified conditions. The purposes are:

- To provide the Western Electric Information Distribution Center (IDC) with information regarding the conditional release of BSPs
- To provide IDC with information regarding the conditions of cancellation of BSPs
- To provide new information for updating the divisional numerical indexes for BSPs.

2.02 The form shall be processed for any one of the following reasons.

- To release a section and its associated appendices, if any, under specific conditions
- To introduce a new BSP division and its layers or a new layer within an existing BSP division
- To cancel a section
- To cancel an appendix.

B. Availability

2.03 A copy of Form E-10215 is shown in Fig. 1. The forms may be ordered from:

AT&T Room 49-11C190 60 Kingsbridge Road Piscataway, N.J. 08854 Telephone: 201-699-7914
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C. Description

2.04 Form E-10215 consists of four pages which are identical except for the color of each sheet and for the designated receiver which is printed at the bottom of each sheet. A description of the form is given in the following subparagraphs. The numbers shown in parentheses are keyed to Fig. 1.

(1) The name and address of each recipient is displayed in this part of the form.

(2) In the **Add Iss** column, **Add** stands for Addendum and **Iss** stands for Issue. Information is no longer needed in this column for the following two reasons:

- An addendum is automatically cancelled when the section it supplements is cancelled.
- An addendum should not be released under conditional circumstances.

(3) In the **App Iss** column, **App** stands for Appendix and **Iss** stands for Issue. This column is used for entering the appendix number and issue number of each appendix. See subparagraph (d) of paragraph 3.04. The following applies to appendices.

- An appendix is automatically cancelled when the section it supplements is cancelled.
- An appendix may be cancelled without cancelling the section it supplements.

(4) The **Section Number** column is used for entering the 9-digit number of the Bell System Practice or its appendix.

(5) The **Section Iss** column is used for entering the issue number of the section.

(6) The **Title** column is used for entering the title of the section or appendix.

(7) The information entered for the **Division** and **Layer** headings is used for the BSP divisional numerical index listings. Information will be entered for the following reasons.

- To introduce a new BSP division and its layers
- To introduce a new layer within an existing BSP division.

(8) This part of the form is no longer applicable since the TOP Advance Notice is used to announce the release of a TOP (Task Oriented Practice).

(9) This part of the form is no longer applicable since coded distribution is now used throughout the Bell System. A rating of SPCS means that the section contains proprietary information and must be handled with special precautions and procedures. The Western Electric Information Distribution Center distributes these practices only when there is a documented authorization on file from the BSP/Documentation Coordinator of each Bell Operating Company.

(10) This part of the form is no longer applicable since coded distribution is now used throughout the system and only those companies that need the section will order it.

(11) This box is checked when the release of a section depends upon certain circumstances, for example, (a) when multiple sections containing interdependent information should be released at the same time or (b) a section should be released at the same time that another is cancelled. See subparagraph (13) below for an example of a statement explaining the conditions of releases.

(12) The indexes are the normal means of informing the Bell Operating Companies that a section has been cancelled. This part of the form specifies when the index will be reissued or if the section is to be cancelled under certain conditions. The three boxes are explained as follows and only one box will be checked.

- **On the next automatic release of index** is the normal routine procedure.
- **By immediate reissue of index** is checked only when there is an urgent need for the section to be cancelled. This option should be used **only** at the suggestion of the AT&T Subject Matter Expert (SME) and with the approval of the AT&T BSP/Documentation Coordinator due to the costly effect on the Bell Operating Companies.
- **Conditionally** means that the cancellation depends upon the release or cancellation of another section.

(13) This part of the form is used when item (11) or the **Conditionally** box of item (12) is checked. An explanation of the conditions of the release or cancellation must be stated.

Examples of Statement:

Release all the above sections at one time.

Do not cancel 123-456-789 until 123-456-987 is released.

(14) This part of the form is used to explain why the section or appendix is being cancelled. The statement will appear in the divisional numerical index directly below the title of the item being cancelled.

Examples of Statement:

Information no longer required.

Information now in 123-456-789.

(15) This part of the form is used for the name of the originator of the form and the date of completion.

(16) This part of the form is used for the name of the person and the telephone number to call for information concerning the content of the form.

3. PROCESSING FORM

A. General Information

3.01 Information for any number of sections can be processed on the same form as long as the in-

formation entered is applicable to all sections listed. See Fig. 2. Additional sections may be listed on an attachment to each sheet of the form. Make sure all copies are legible.

3.02 If a section is cancelled, any supplement to that section will be automatically cancelled. A supplement is defined as an addendum or an appendix.

3.03 Form E-10215 can be used for the reasons specified in paragraphs 3.04, 3.05, 3.06, and 3.07. Complete only those spaces that pertain to your reason for issuing the form.

B. Releasing a Section Conditionally

3.04 The organization preparing the section (AT&T, Bell Laboratories, Western Electric, Teletype Corporation) will process the form when releasing a section under special conditions. Complete the following items of the form. The numbers in parentheses are keyed to Fig. 1.

- (a) Enter the 9-digit number of the section under item (4).
- (b) Enter the issue number of the section under item (5).
- (c) Enter the complete title of the section under item (6).
- (d) If an appendix supplements the section:

- Enter the appendix number and the issue number of the appendix under item (3). This information must be placed below the applicable section information entry. See Fig. 2. To distinguish between the appendix number and the issue number, use the following configuration.

Examples:

App 1
Iss 1

App 2
Iss 1

- Enter the section number that the appendix supplements under item (4).
- Enter the complete title of the appendix under item (6).

SECTION 000-010-016

- (e) Check the box at item (11).
- (f) Enter an explanation statement beside the heading at item (13).
- (g) Sign and enter the date at item (15).
- (h) Enter the name and telephone number of the person to call for information beside item (16).
- (i) Distribute the sheets of the form according to instructions in paragraph 4.01.

C. Introducing a New BSP Division or Layer

3.05 The AT&T Subject Matter Expert will process the form when a new division or a new layer within an existing division is introduced. Complete the following items of the form. The numbers in parentheses are keyed to Fig. 1.

- (a) Enter the appropriate indexing information beside the headings at item (7).
- (b) Sign and enter the date at item (15).
- (c) Enter the name and telephone number of the person to call for information beside item (16).
- (d) Distribute the sheets of the form according to instructions in paragraph 4.01.

D. Cancelling a Section

3.06 Normally, the organization preparing the section (AT&T, Bell Laboratories, Western Electric, Teletype Corporation) will process the form in order to cancel a section. Complete the following items of the form. The numbers in parentheses are keyed to Fig. 1.

- (a) Enter the 9-digit number of the section under item (4).
- (b) Enter the issue number of the section under item (5).
- (c) Enter the complete title of the section under item (6).
- (d) Check the appropriate box beside item (12). See subparagraph (12) of paragraph 2.04.
- (e) Enter an explanation statement beside the heading at item (13) if the Conditionally box of item (12) was checked.

(f) Enter the statement to be used in the divisional numerical index beside item (14). See subparagraph (14) of paragraph 2.04.

- (g) Sign and enter the date at item (15).
- (h) Enter the name and telephone number of the person to call for information beside item (16).
- (i) Distribute the sheets of the form according to instructions in paragraph 4.01.

E. Cancelling an Appendix

3.07 Normally, the organization preparing the appendix (AT&T, Bell Laboratories, Western Electric, Teletype Corporation) will process the form when cancelling an appendix. Complete the following items of the form. The numbers in parentheses are keyed to Fig. 1.

- (a) Enter the appendix number (App 1, App 2, etc) under item (3). Also enter the issue number of the appendix being cancelled. Use the following configuration.

Examples:

App 1
Iss 1

App 2
Iss 1

- (b) Enter the 9-digit number of the appendix under item (4).
- (c) Enter the complete title of the appendix under item (6).
- (d) Check the appropriate box beside item (12).
- (e) Enter an explanation statement beside the heading at item (13) if the Conditionally box of item (12) was checked.
- (f) Enter the statement to be used in the divisional numerical index beside item (14). See subparagraph (14) of paragraph 2.04.
- (g) Sign and enter the date at item (15).
- (h) Enter the name and telephone number of the person to call for information beside item (16).



Bell System Practices Conditions Of Release Or Cancellation And Indexing Information

E-10215
(6-81)

Information For WECO IPC & BSDD

Forward 1 Typewritten Copy Each To

1

AT&T BSP Coordinator
222 Mt. Rd. Rm. 2J3
Basking Ridge, N.J. 07920

WE IPC Dept. 831
2833 N. Franklin Rd.
Indianapolis, Ind. 46228

WE Standards
2400 Reynolds Rd.
Winston-Salem, N.C. 27106

Add Iss	App. Iss	Section Number	Section Iss	Title
2	3	4	5	6

7

Index Listing Information

New Division

New Division—Layer

8

Top BSP
(Coded Distribution Only - Solid Triangle Symbol In Index)

11 **Release Conditionally**

9

Rated SPCS
(Distributed On A Need To Know Basis - Star Symbol In Index)

12 **Cancel:**
 On Next Automatic Release Of Index
 By Immediate Reissue Of Index
 Conditionally

10

Limited Distribution
(Brass List & Coded Distribution Only: Heart Symbol In Index)

(All Cancellations - Square Symbol In Index)

13

Conditions Of Release Or Cancellation

14

Cancellation Footnote

15

Approved

AT&T Admin./BSP Tech. Writer

Date

16

For Information Call

Name

Tel. No.

FCC Item No. 106(b)

Fig. 1—Example of Form E-10215



Bell System Practices Conditions Of Release Or Cancellation And Indexing Information

E-10215
(6-81)

Information For WECO IPC & BSDD

Forward 1 Typewritten Copy Each To

AT&T BSP Coordinator
222 Mt. Rd. Rm. 2J3
Basking Ridge, N.J. 07920

WE IPC Dept. 831
2833 N. Franklin Rd.
Indianapolis, Ind. 46226

WE Standards
2400 Reynolda Rd.
Winston-Salem, N.C. 27106

Add Iss	App. Iss	Section Number	Section Iss	Title
		231-004-501	4	Memory Card Writer - Tests
		231-004-701	4	1A Card Writing Unit - Adjustment Procedures
		231-004-702	3	1A Card Loader - Adjustment Procedures
		231-005-501	6	Program Store Memory Card - Acceptance Tests Using 759A Tool
		231-006-501	6	8K Call Store Margin Checks - Using 762A Tool
		231-006-801	3	Call Store Memory Module - Replacement Procedure
	App 1 Iss 3	231-006-801		Module Configurations
		231-050-030	1	Peripheral Unit Controller
		231-105-303	7	System Evaluation Procedures

Index Listing Information

New Division

New Division-Layer

Top BSP

(Coded Distribution Only - Solid Triangle Symbol In Index)

Release Conditionally

Rated SPCS

(Distributed On A Need To Know Basis - Star Symbol In Index)

Cancel:

On Next Automatic Release Of Index

By Immediate Reissue Of Index

Conditionally

Limited Distribution

(Brass List & Coded Distribution Only: Heart Symbol, In Index)

(All Cancellations - Square Symbol In Index)

Conditions Of Release Or Cancellation	Cancel upon release of Section 231-050-021
Cancellation Footnote	Information now in Section 231-050-021
Approved	AT&T Admin./BSP Tech. Writer <i>M. L. Smith</i>
For Information Call	Name M. L. Smith
	Date 11-12-82
	Tel. No. 919-727-1234

AT&T BSP COORDINATOR

FCC Item No. 106(b)

Fig. 2—Example of a Completed Form E-10215

- (i) Distribute the sheets of the form according to instructions in paragraph 4.01.

4. DISTRIBUTION

4.01 Item (1) of Fig. 1 displays the address of each of the recipients. Distribution shall be as follows after the form has been completed.

- (a) Send the copy marked AT&T BSP COORDINATOR (white) to the AT&T BSP/Documentation Coordinator.

- (b) Send the copy marked WECO-IPC (blue) to the Information Distribution Center (IDC), formerly named Indiana Publications Center (IPC).

- (c) Send the copy marked WECO-DDO (yellow) to the WE Standards Group.

- (d) Retain the copy marked ORIGINATOR (green).