

PROGRAM TRANSMISSION  
PATCHING INSTRUCTIONS

1. GENERAL

1.01 This section provides information regarding the procedure for patching on program transmission services of the Southwestern Bell Telephone Company.

1.02 Instructions regarding the making of patches on program transmission services of the Long Lines Department may be found in instructions issued by that department.

1.03 Since the circumstances under which patches may be required and executed may vary in different offices, strict procedures cannot be given. It is the intent of this section to outline procedures which shall be followed whenever practicable.

1.04 Whenever possible, a patch should be made so as to produce a minimum of interference to the service involved.

1.05 Patches of program circuits shall be made, as required, under the direction of the control or sub-control office of the service involved.

2. METHOD OF MAKING PATCHES

2.01 The recommended method of patching consists of using a spare bridge outlet or bridged amplifier on the circuit being patched to feed the same service simultaneously to the patching facility without interrupting the circuit being patched. At the distant terminal of the patching facility, amplifiers should be added to the patching circuit, to permit feeding the facilities beyond the patch (stations network sections, or legs, etc.) without any or with only a momentary interruption to service. Intermediate offices on the patching facility should feed service from the patching facility, when directed to do so, using a spare bridge outlet or bridged amplifier, so as to cause no interruption on the patching facility. This method is desirable when spare bridges or amplifiers, suitable for patching the facilities or services involved, are available. Patches of this nature do not require simultaneous action at the offices concerned to prevent interruptions to service.

2.02 When spare bridge outlets or spare amplifiers of suitable type are not available for energizing the patching facility simultaneously with the facility to be patched, or when the circuit has already failed or is unfit for broadcast, the amplifier section, program circuit unit, or circuit involved shall be patched. This shall be done by using the regular bridge outlet or amplifier for feeding the patching facility. At the receiving terminal of the patch, amplifiers should be added, if available, unless the patching facility is similar to the facility being patched. In order to produce the minimum service interruption, these patches should be made simultaneously at all offices concerned. This will require a high degree of coordination between offices.

2.05 Whenever possible, the patching facility should be of the same or of similar grade and type as the regular facility which is to be made good. When message facilities are used for patching purposes, it may be necessary to remove any associated ringers, echo suppressors, composite sets and 3,000 cycle carrier line filters, depending upon the type of service involved.

2.04 When message facilities are used for patching purposes, a release of the circuit from traffic use shall be obtained at the control office

of the message circuit, in accordance with standard procedures. Care should be taken to insure that the message circuit is idle before it is removed from service. In addition, arrangements shall be made to care for any required patches of carrier and telegraph circuits which may be affected by the use of the message circuit for program purposes. Patching facilities shall be returned to their normal layout immediately after they are removed from the program layout.

2.05 Patches shall not be made unless authorized by the control or subcontrol office. When it is desired to patch a program circuit, the control or subcontrol office shall give instructions to all offices involved, including information such as the following:

(a) Service or facility which is to be patched, source from which it is to be fed, between what offices patch is to be made, and circuits which are to be fed from the new facility.

(b) Facility to be used for patching if spare program facilities are available. If message facilities are to be used, the office responsible for completing the patch will be specified and will be expected to select facilities which are suitable, in cases where this feature has not been predetermined.

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(c) Time patch is to be made; that is, immediately, next pause, next station break, soon as feasible, etc., or at a specified time.

2.06 If the method of patching outlined in 2.01 is to be used, the service being received on the patching facility shall be checked for correctness and for suitability before a station, leg or network section is ordered fed from the patching facility. If the method of patching outlined in 2.02 is to be used, the patching facilities shall be checked for suitability both from a type and trouble standpoint before the patch is made.

2.07 The office at the receiving end shall adjust the gain and equalization to the proper values according to the schedule of service involved, and records of predetermined settings, if available. Immediately after the patch is made the service should be checked by the receiving terminal for continuity, proper volume level, and freedom from trouble. The control or subcontrol office should arrange for any necessary volume checks to insure that satisfactory service is being furnished on the patched layout.

2.08 The office at the receiving end of the patched section shall terminate the receiving end of the regular section or unit in trouble with a 600 ohm resistance plug as soon as the patch has been completed. The section shall remain terminated until restored to normal, except during lineups, monitoring, restoration, or during other periods as directed by the control office.

2.09 All patches established shall be properly tagged, in accordance with other standard instructions, giving sufficient information so there will be no misunderstanding as to the patch.

2.10 Patches on program circuits should be made with patch cords equipped with 154 type plugs.