

**STORED PROGRAM CONTROL
SYSTEM DOCUMENTS**

	CONTENTS	PAGE
1.	GENERAL	1
2.	IDENTIFICATION	1
3.	DISTRIBUTION	1
4.	HANDLING	2
5.	DESTRUCTION	2

1. GENERAL

1.01 This section discusses Stored Program Control System (SPCS) documents, their identification, how their distribution is controlled, and what an employee's responsibilities are in their proper handling and destruction.

1.02 This section is reissued to introduce the new restrictive notice which replaces the "trade secret" legend on SPCS documents. Other revisions and additions have been made to bring the information up-to-date with current practice. Since this is a general revision, arrows ordinarily used to indicate changes have been omitted.

1.03 Certain documents relating to systems such as electronic switching, electronic translator, traffic service position, business information systems and the like, in which some functions are controlled by a stored program, are referred to as Stored Program Control System (SPCS) documents, and require special attention. All Bell System documents, however, contain valuable information obtained through research, studies, and experience—all at considerable expense. Such information may relate to equipment or to the network, including new developments, processes, or techniques. All such information from AT&T, Western Electric, Bell Telephone Laboratories, or the Operating Companies should be considered proprietary whether marked so or not. Therefore, Bell System documents are not to be released outside of the Bell System except through standard procedures. (See AT&T GL

73-05-005, May 3, 1973, "Guidelines and Procedures for Safeguarding Proprietary Information.")

2. IDENTIFICATION

2.01 Program documents, or other documents derived from program documentation, are given a rating of "AT&TCo SPCS" or "WECO SPCS" (hereinafter referred to as "SPCS"). Information contained in SPCS documents prepared prior to 1976 was referred to as "trade secret" and the documents bore a legend marking them as trade secrets. The use of this legend has since been discontinued. The restrictive notice shown in Fig. 1 is now used on most BSPs and on certain other Bell System proprietary documents. (See Section 000-010-010, Bell System Practices—9-Digit Series—General Plan, for an explanation of all ratings and legends applicable to BSPs.)

NOTICE

Not for use or disclosure outside the
Bell System except under written agreement

Printed in U.S.A.

Fig. 1—Restrictive Notice

3. DISTRIBUTION

3.01 The distribution of documents rated "SPCS," both on a standing order and a one-time order basis, is restricted and is only authorized to addressees within the Bell System. The address information and requirements are supplied by the telephone companies to Western Electric on the basis of a verified "need to know."

3.02 New and revised BSPs rated "AT&TCo SPCS" are given automatic distribution to those who have entered appropriate orders with Western Electric. The availability of these BSPs is made known by their listing in the division numerical indexes, which are routinely available

SECTION 000-010-021

from Western Electric. The listings for "AT&TCo SPCS" sections in these indexes are preceded by a symbol(★) indicating that these sections are rated "AT&TCo SPCS" and are thus available only to authorized addressees.

3.03 Documents rated "SPCS" are not available for release to the US Department of Defense, to Independent telephone companies, or to any other parties outside the Bell System except under specific written agreements approved by the appropriate Legal or Patent Organization of the Bell System Company involved.

4. HANDLING

4.01 Documents rated "SPCS" shall be carefully retained under the control of those individuals to whom they have been assigned and shall not be shown to or discussed with anyone outside the Bell System. Access shall furthermore be allowed only to those Bell System employees needing these documents for purposes of engineering, installation, operation, maintenance, training, or other needs of the business. If it is necessary to disclose such documents to a nonemployee engaged in work for the Bell System, a specific written agreement approved by the appropriate Legal or Patent

Organization must be signed. (See AT&T GL 73-05-005.)

4.02 "SPCS" documents provided in paper shall not be reproduced in whole or in part. Additional copies of these documents, when needed, may be requisitioned from Western Electric by authorized addressees. When SPCS documents are provided in microfilm, however, it is permissible, if required to complete a given task, to reproduce individual pages onto paper for use where viewing equipment is not available. Such copies are subject to the same restrictions as outlined throughout this section for "SPCS" documents and, when no longer required, are to be destroyed as explained in Part 5.

5. DESTRUCTION

5.01 When a document rated "SPCS" is superseded by a new issue, is canceled, or for any reason is no longer needed, it shall be carefully destroyed in a manner that would prevent it from being inadvertently or otherwise retrieved. It shall be the responsibility of the individual to whom the document has been assigned to destroy it in accordance with standard procedures established by the telephone company for the disposal of proprietary material.