GAI-TRONICS®
A HUBBELL COMPANY

Hookswitch Assembly Replacement Kit

MODEL 12512-001

Confidentiality Notice

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General Information

The Model 12512-001 Hookswitch Assembly Replacement Kit is designed for use on the following telephones:

- 24*x* Series
- 25*x* Series
- 262-001
- 272-001
- 341-001
- 351-001

The kit contains the following components:

Qty	Description
1	Cradle/Hookswitch Assembly
2	Screws
1	Cable tie
1	Gasket

Models 246-001, 247-001, 256-001, 257-001, 341-001 & 351-001

Old Assembly Removal

1. Remove all power from the station before performing any of the following maintenance steps.

2. Remove the front cover screws and pull the front cover away from the back box/enclosure. Retain the screws.

3. Disconnect the yellow, red, green, and black wires from TB1 (See Figure 2).

4. Disconnect the blue and white reed switch wires from the PCBA at E1 and E2.

5. Cut the cable tie used to bundle the wires together.

6. Remove the two screws that secure the handset cradle to the front cover (See Figure 1).

7. Pull the handset cradle with the reed switch attached away from the front panel.

8. Remove the handset cradle gasket from the front panel (if necessary).

New Assembly Installation

1. Cut the black wire lead close to the switch body and discard.

2. Thread the blue and white reed switch leads through the center top hole (See Figure 1).

3. Secure the plastic cradle on the front cover using the two #8 thread-cutting screws (See Figure 1).

4. Plug spades on the blue and white wires into E1 and E2 on the PCBA (See Figure 2).

5. Bundle the wires as before with the cable tie included in the kit.

6. Reconnect the yellow, red, green, and black wires to TB1 (See Figure 2).

7. Replace the front panel and secure using the screws retained from step 1.

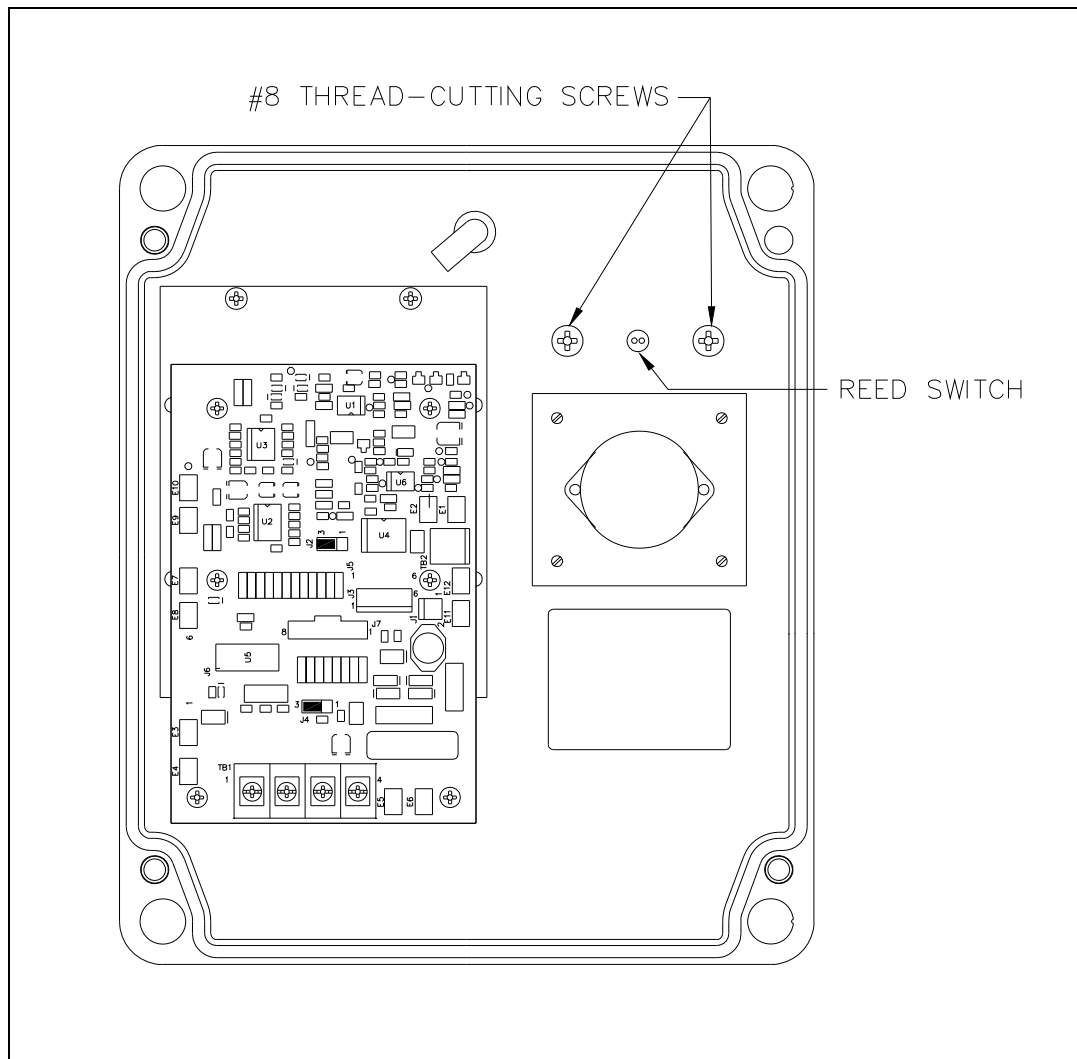8. Test the on-hook/off-hook function to ensure installation has been successful.
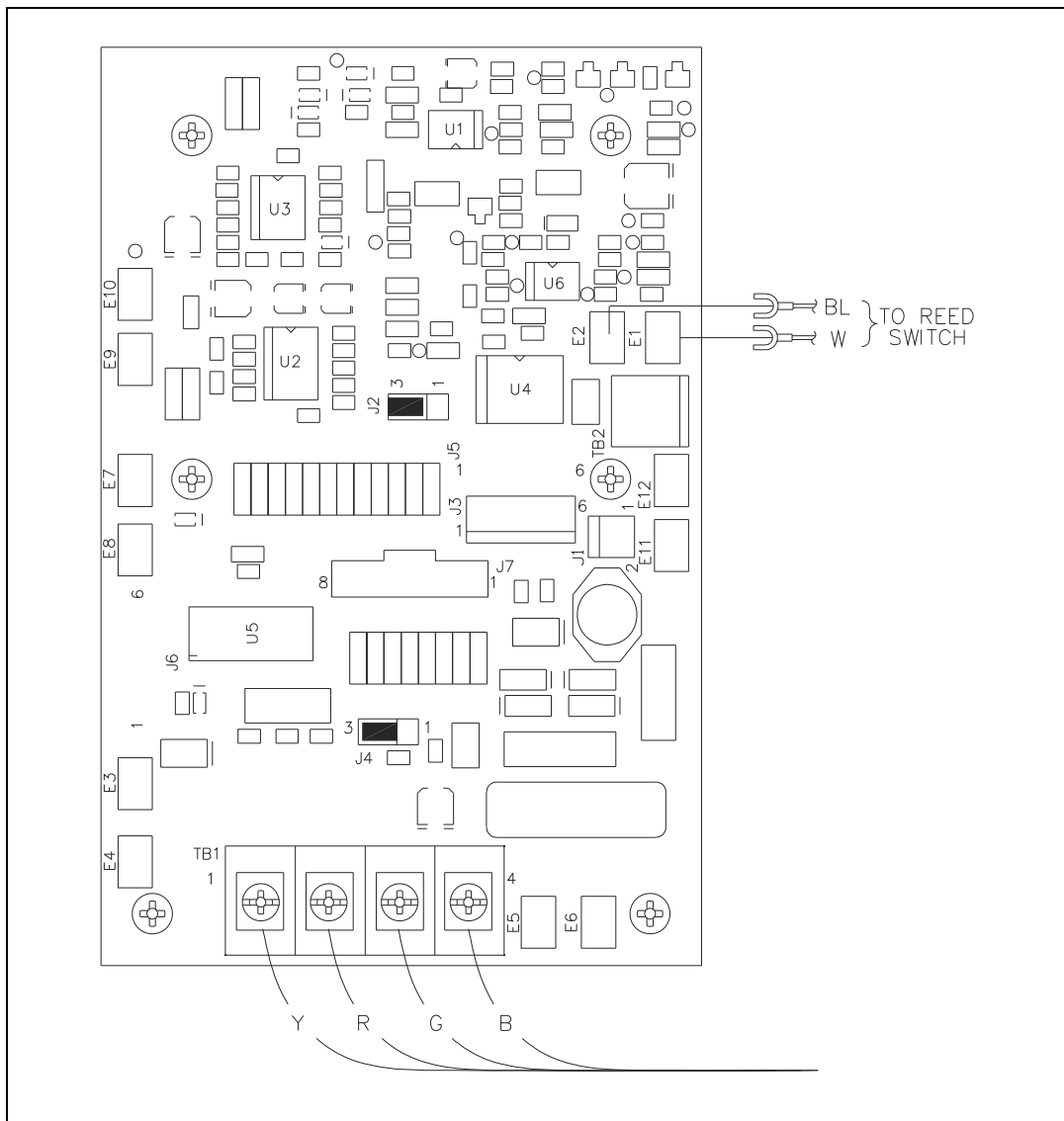

Figure 1. Telephone—Inside Front Panel

Figure 2. Telephone PCBA

Models 262-001 and 272-001

⚠**WARNING** ⚠ —Substitution of components may impair intrinsic safety.

⚠**WARNING** ⚠ —Do not attempt to service this unit yourself. Opening or removing covers may expose you to dangerous voltage or other hazards. Refer all servicing to qualified service personnel.

⚠**CAUTION** ⚠ —These servicing instructions are for use by qualified service personnel only.

⚠**CAUTION** ⚠ —Do not install this equipment in areas other than those indicated on the approval listing in the "Specifications" section of the product manual.

⚠**CAUTION** ⚠ —To reduce the risk of ignition of hazardous atmospheres, disconnect the equipment from the supply circuit before making any adjustments to the PCBA's settings.

⚠**WARNING** ⚠ —Before performing any of the following maintenance steps, remove all power from the station.

Old Assembly Removal

1. Remove the front cover screws and pull front cover away from back box/enclosure. Retain the screws.
2. Disconnect the customer supplied wires from TB1 (See Figure 3).
3. Disconnect the blue, white, and black reed switch wires from the PCBA at E1, E2 and E3.
4. Cut the cable tie used to bundle wires together.
5. Remove the two screws that secure the handset cradle to the front cover (See Figure 1).
6. Pull the handset cradle with the reed switch attached away from the front panel.
7. Remove the handset cradle gasket from the front panel (if necessary).

New Assembly Installation

1. Thread the reed switch leads through the center top hole (See Figure 1).
2. Secure the plastic cradle on the front cover using the two #8 thread-cutting screws (See Figure 1).
3. Plug spades on the blue, white, and black wires into E1, E2, and E3 respectively on the PCBA (See Figure 3).
4. Bundle the wires as before with the cable tie included in the kit.
5. Reconnect the wires from the I.S. barrier unit (customer supplied cable) to TB1 (See Figure 3).
6. Replace the front panel and secure using the screws retained from step 1.
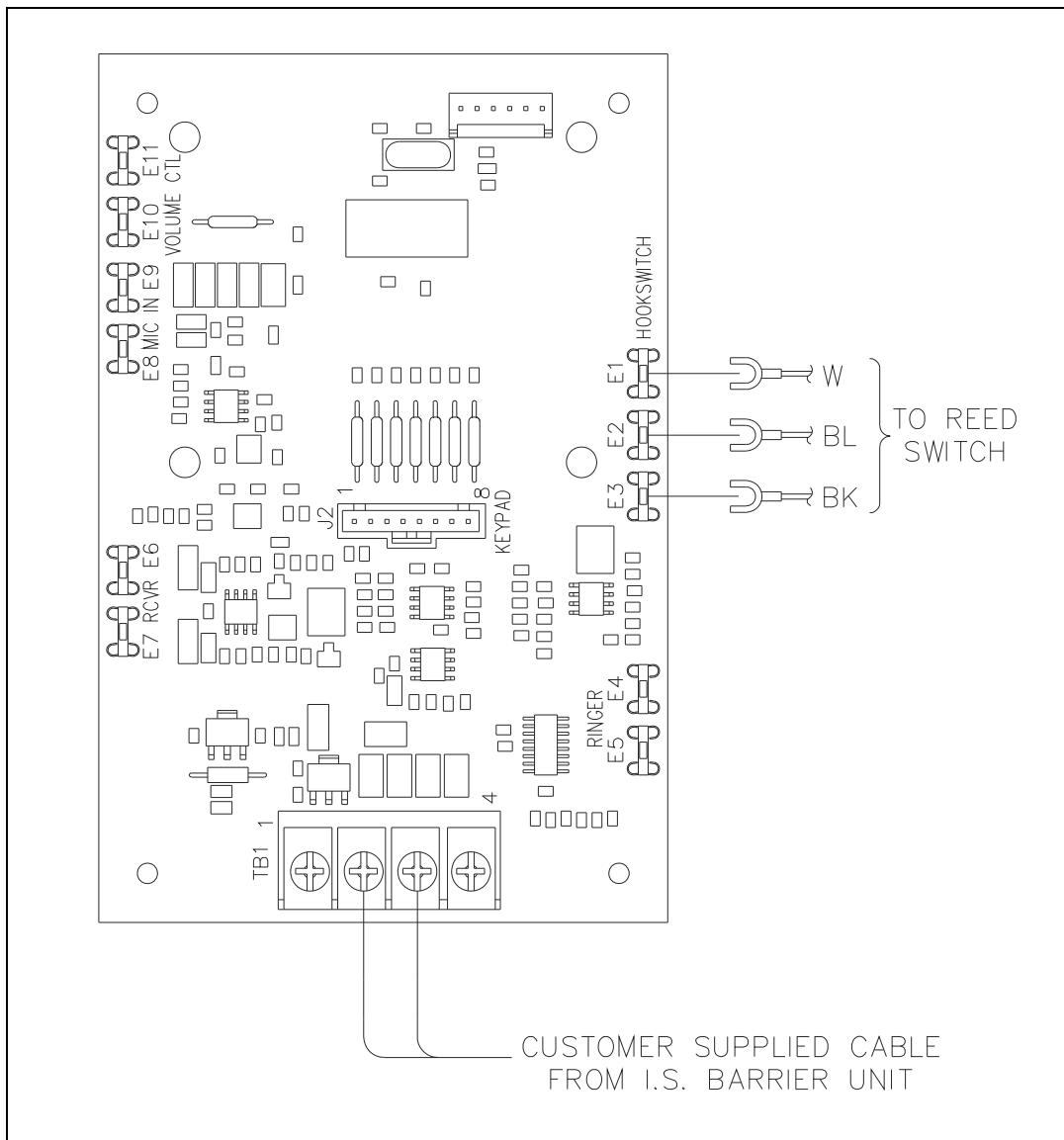7. Test the on-hook/off-hook function to ensure installation has been successful.

Figure 3. I.S. Telephone PCBA (for Models 262-001 and 272-001 only)

Models 24x-003, 24x-005, 25x-003, 25x-005, 246-700 & 256-700

Old Assembly Removal

1. Remove the front cover screws and pull the front cover away from the back box/enclosure. Retain the screws.

2. For Models 24*x*-003 and 24*x*-005: Disconnect the red (Ring) and green (Tip) wires from TB1 (See Figure 5 and Figure 6).

3. For Models 246-700 and 256-700: Disconnect the power plug (P11) or unplug the Ethernet cable if powered via PoE (See Figure 7 or Figure 8).

4. Cut the cable tie used to bundle the wires together.

5. Remove the three screws securing the PCBA mounting bracket to the panel. Retain the screws for reassembly.

6. Remove the remaining screw that secures the handset cradle to the front cover (See Figure 4).

7. Pull the handset cradle with the reed switch attached away from the front panel.

8. Remove the handset cradle gasket from the front panel (if necessary).

New Assembly Installation

1. Thread the leads of the reed switch through the center top hole (See Figure 4).

2. Secure the plastic cradle on the front cover using the #8 thread cutting screw (See Figure 4).

3. Secure the PCBA mounting bracket using the three screws removed in step 5 above. Note the upper right screw is a #8 thread cutting screw and also secures the handset cradle.

4. Plug the spades on the blue and white wires into the appropriate E-clips on the PCBA. For models with the suffixes -005 and -700, (See Figure 6 and Figure 7).
For models with the suffix -003, clip off the spade lugs, strip ¼ inch of insulation from the wire, and install the leads into TB7 (See Figure 5).

5. Bundle wires as before with the cable tie included in the kit.

6. For Models 24*x*-003 and 24*x*-005, reconnect the red (Ring) and green (Tip) wires to TB1. For Models 246-700 and 256-700, reconnect the power cord to P11, or reattach the Ethernet cable for PoE, to the PCBA.

7. Replace the front cover and secure using screws retained from step 1.

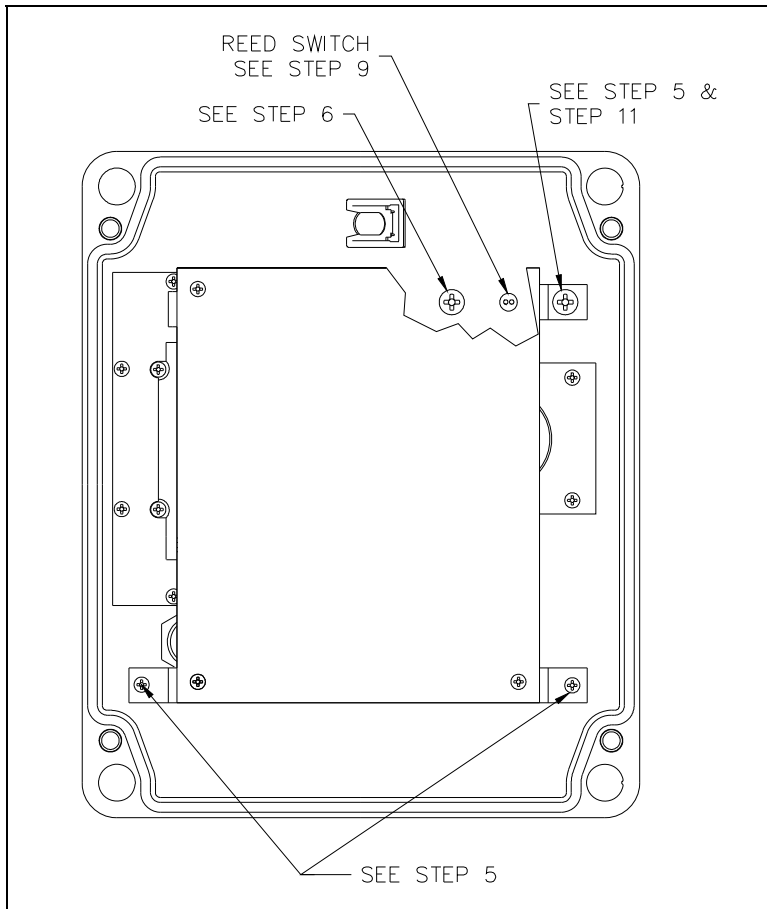8. Test the on-hook/off-hook function to ensure installation has been successful.

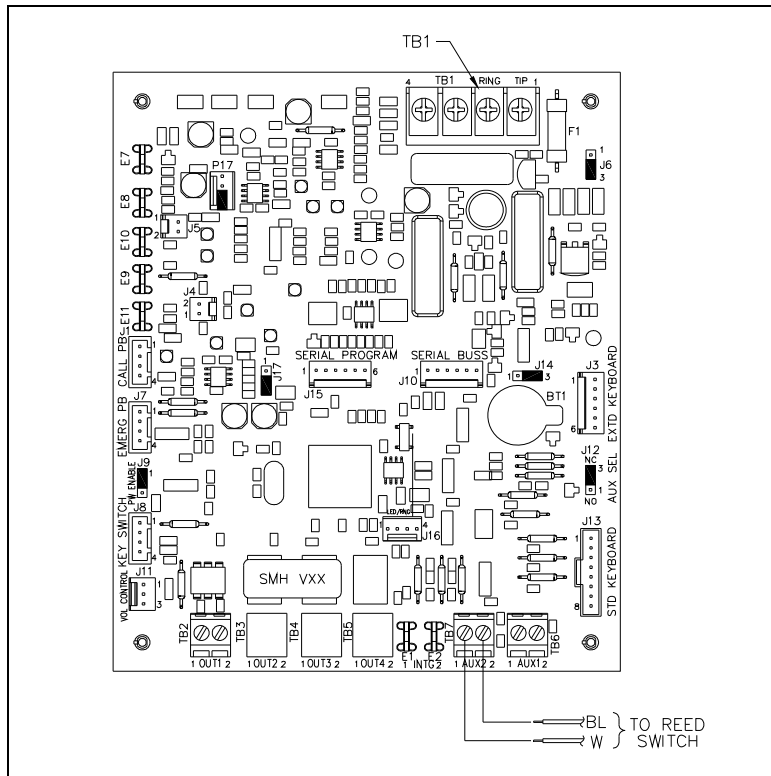Figure 4. Emergency/Smart/VoIP Telephones—Inside Front Panel

Figure 5. Emergency/Smart Telephone PCBA (for Models 24*x*-003 and 25*x*-003)
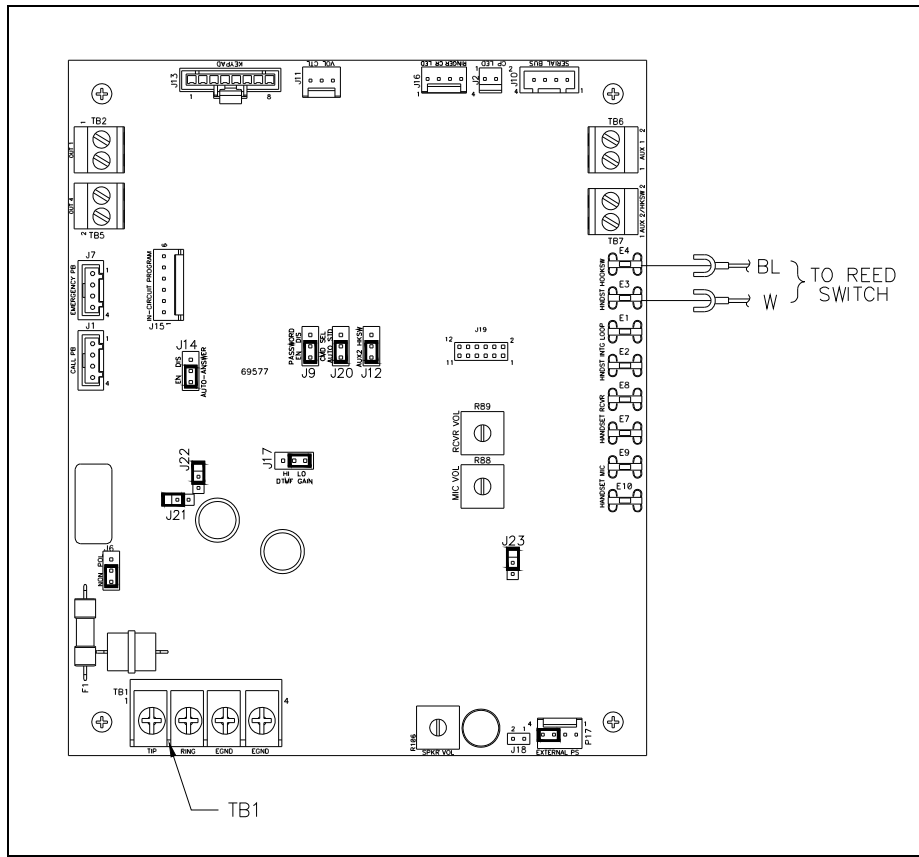
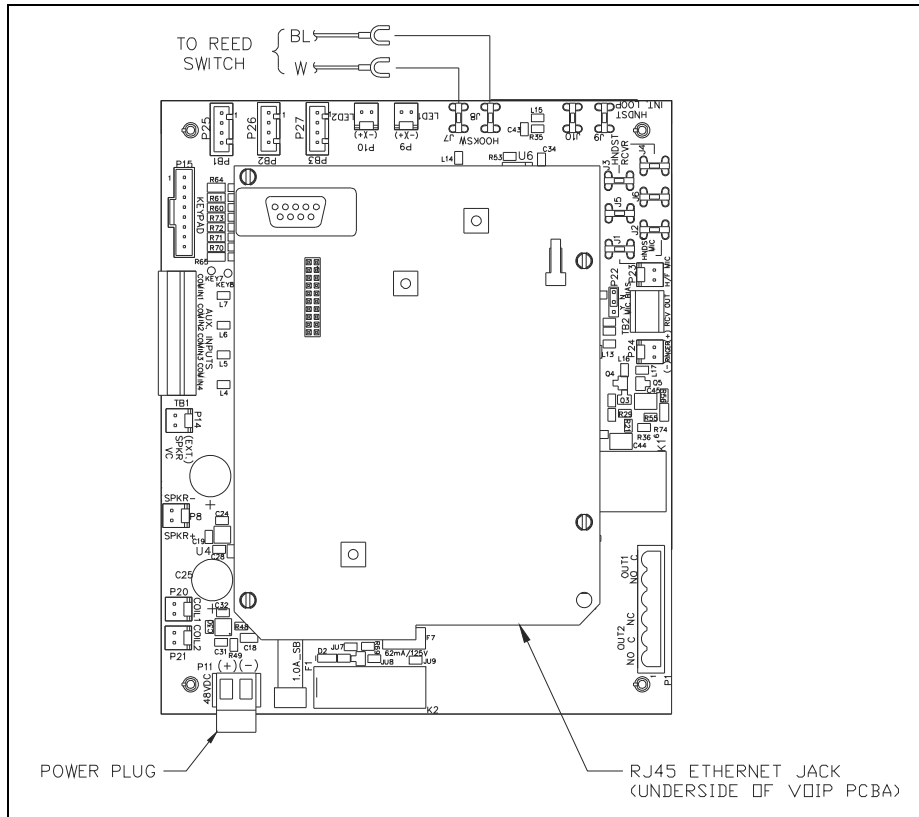Figure 6. Smart Handset Telephone PCBA (for Models 24*x*-005 and 25*x*-005)

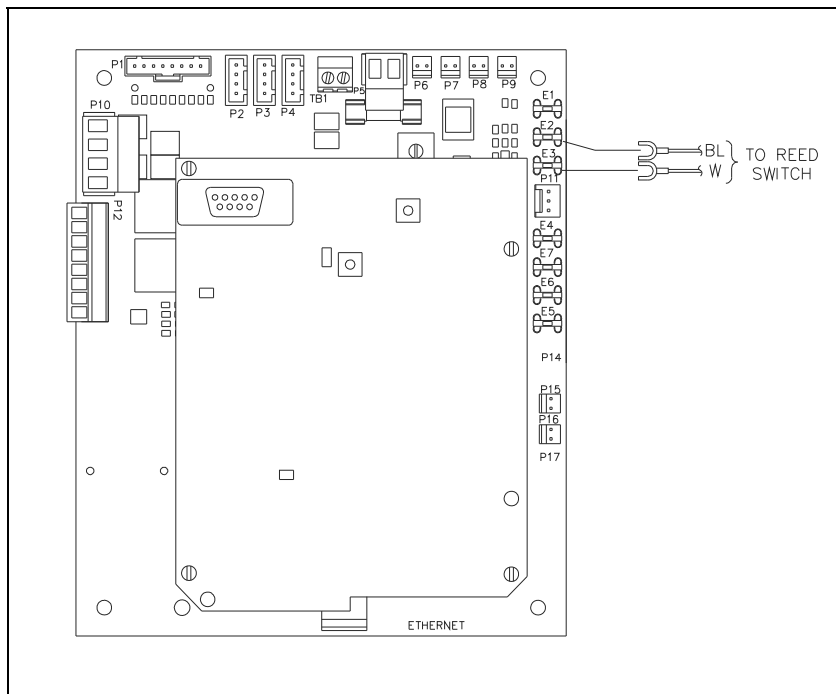Figure 7. VoIP Carrier and Circuit PCBAs (for Models 246-700 and 256-700 using the 69841 PCBA)

Figure 8. VoIP Carrier and Circuit PCBAs (for Models 246-700 and 256-700 using the 69631 PCBA)

Warranty

Equipment. GAI-Tronics warrants for a period of one (1) year from the date of shipment, that any GAI-Tronics equipment supplied hereunder shall be free of defects in material and workmanship, shall comply with the then-current product specifications and product literature, and if applicable, shall be fit for the purpose specified in the agreed-upon quotation or proposal document. If (a) Seller's goods prove to be defective in workmanship and/or material under normal and proper usage, or unfit for the purpose specified and agreed upon, and (b) Buyer's claim is made within the warranty period set forth above, Buyer may return such goods to GAI-Tronics' nearest depot repair facility, freight prepaid, at which time they will be repaired or replaced, at Seller's option, without charge to Buyer. Repair or replacement shall be Buyer's sole and exclusive remedy. The warranty period on any repaired or replacement equipment shall be the greater of the ninety (90) day repair warranty or one (1) year from the date the original equipment was shipped. In no event shall GAI-Tronics warranty obligations with respect to equipment exceed 100% of the total cost of the equipment supplied hereunder. Buyer may also be entitled to the manufacturer's warranty on any third-party goods supplied by GAI-Tronics hereunder. The applicability of any such third-party warranty will be determined by GAI-Tronics.

Services. Any services GAI-Tronics provides hereunder, whether directly or through subcontractors, shall be performed in accordance with the standard of care with which such services are normally provided in the industry. If the services fail to meet the applicable industry standard, GAI-Tronics will re-perform such services at no cost to buyer to correct said deficiency to Company's satisfaction provided any and all issues are identified prior to the demobilization of the Contractor's personnel from the work site. Re-performance of services shall be Buyer's sole and exclusive remedy, and in no event shall GAI-Tronics warranty obligations with respect to services exceed 100% of the total cost of the services provided hereunder.

Warranty Periods. Every claim by Buyer alleging a defect in the goods and/or services provided hereunder shall be deemed waived unless such claim is made in writing within the applicable warranty periods as set forth above. Provided, however, that if the defect complained of is latent and not discoverable within the above warranty periods, every claim arising on account of such latent defect shall be deemed waived unless it is made in writing within a reasonable time after such latent defect is or should have been discovered by Buyer.

Limitations / Exclusions. The warranties herein shall not apply to, and GAI-Tronics shall not be responsible for, any damage to the goods or failure of the services supplied hereunder, to the extent caused by Buyer's neglect, failure to follow operational and maintenance procedures provided with the equipment, or the use of technicians not specifically authorized by GAI-Tronics to maintain or service the equipment. THE WARRANTIES AND REMEDIES CONTAINED HEREIN ARE IN LIEU OF AND EXCLUDE ALL OTHER WARRANTIES AND REMEDIES, WHETHER EXPRESS OR IMPLIED BY OPERATION OF LAW OR OTHERWISE, INCLUDING ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

Return Policy

If the equipment requires service, contact your Regional Service Center for a return authorization number (RA#). Equipment should be shipped prepaid to GAI-Tronics with a return authorization number and a purchase order number. If the equipment is under warranty, repairs or a replacement will be made in accordance with the warranty policy set forth above. Please include a written explanation of all defects to assist our technicians in their troubleshooting efforts.

Call 800-492-1212 (inside the USA) or 610-777-1374 (outside the USA) for help identifying the Regional Service Center closest to you.