



GAI-TRONICS® CORPORATION  
A HUBBELL COMPANY

# Round Push-Button Assembly Replacement Kit

MODELS 12520-006 AND 12520-007

## Confidentiality Notice

This manual is provided solely as an operational, installation, and maintenance guide and contains sensitive business and technical information that is confidential and proprietary to GAI-Tronics. GAI-Tronics retains all intellectual property and other rights in or to the information contained herein, and such information may only be used in connection with the operation of your GAI-Tronics product or system. This manual may not be disclosed in any form, in whole or in part, directly or indirectly, to any third party.

## General Information

The Model 12520-006 is a 1.5-inch red push-button assembly kit used on the Model 293, 293AL, 294AL, 297, and 298 Telephones. The Model 12520-007 is a 1-inch black push-button assembly kit used on the Model 294AL and 298 Telephones. The installation procedures are the same for both kits.

## Kit Components

Qty.	Description	Required Tools
1	Push-button Switch Assembly	<ul style="list-style-type: none"> <li>• #2 Phillips Screwdriver</li> </ul>
1	Mounting Nut	<ul style="list-style-type: none"> <li>• 1/8-inch Straight Slot Screwdriver</li> </ul>
1	Mounting Ring	<ul style="list-style-type: none"> <li>• Model 233 Tamper-Resistant Screwdriver</li> </ul>
1	Tie Wrap	<ul style="list-style-type: none"> <li>• Wire Cutters</li> </ul>

## Model 293, 293AL, and 294AL Telephones

### Removing the Old Push-Button Assembly

1. Use a Model 233 Tamper-Resistant Screwdriver to loosen the four front cover screws. Save the screws for re-assembly.
2. *For Model 293AL and 294AL:* Lift the front cover assembly away from the back box.  
*For Model 293:* Open the front cover assembly of the unit by swinging the cover to the left.
3. Disconnect the telephone line cord.

4. Use the wire cutters to snip the tie wrap that is securing the push-button assembly cable to the other wires.
5. Unplug the push-button assembly cable connector from the PCBA. Be sure to note the location of the connection for re-assembly.
6. *For Model 293AL and 294AL:* Place the front cover assembly face down on a flat surface.

*For Model 293:* Pull the front cover assembly straight out and away from the back box. Place the front cover assembly face down on a flat surface.

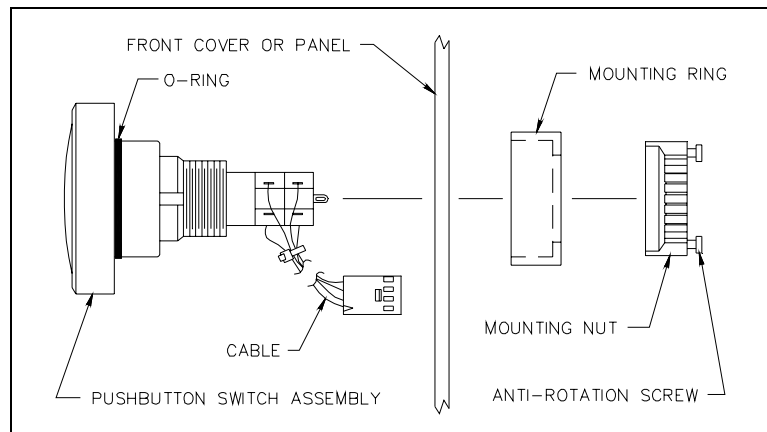


Figure 1. Push-Button Switch Assembly, Exploded View

7. Using the 1/8-inch straight slot screwdriver, loosen the anti-rotation screws on the mounting nut. See Figure 1.
8. Remove and discard the push-button assembly, the mounting nut, and the mounting ring.

### Installing the New Push-Button Assembly

1. From the front side of the panel, push the new push-button assembly through the hole. See Figure 1.
2. Secure the push-button assembly to the front cover using the mounting ring and the mounting nut. See Figure 1.  
**NOTE:** Ensure that the o-ring seal is in its proper location, as shown in Figure 1.
3. Tighten the anti-rotation screws on the mounting nut.
4. *Model 293 only:* Align the hinge plugs with the rear enclosure and push firmly into place.
5. Plug the push-button assembly cable into the PCBA at the proper location noted earlier.
6. Use the enclosed tie wrap to secure the push-button assembly cable to the other wires.
7. Reconnect the telephone line cord.
8. *Model 293 only:* Swing the front cover closed.
9. Align the front cover with the rear enclosure, and use the Model 233 Tamper-Resistant Screwdriver to secure four front cover screws (previously saved).

## Models 297 and 298

### Removing the Old Push-Button Assembly

1. Use a Model 233 Tamper-Resistant Screwdriver to remove the six front panel screws. Save the screws for re-assembly.
2. Lift the front panel assembly away from the back box approximately 6 to 8 inches.
3. Unplug the telephone line cord from the modular block in the back box.
4. Remove the front panel assembly, and place it face down on a flat surface.
5. Use the #2 Phillips screwdriver to remove the four screws securing the shield over the PCBA. Save the screws for re-assembly.
6. Use the wire cutters to snip the tie wrap that is securing the push-button assembly cables to the other wires.
7. Unplug the push-button assembly cable from the PCBA. Be sure to note the location of the connection for re-assembly.
8. Using the 1/8-inch straight slot screwdriver, loosen the anti-rotation screws on the mounting nut.
9. Remove and discard the push-button assembly, the mounting nut and the mounting ring.

### Installing the New Push-Button Assembly

1. From the front side of the panel, push the new push-button assembly through the hole. See Figure 1.
2. Secure the push-button assembly to the panel using the mounting ring, and the mounting nut. See Figure 1.

**NOTE:** Ensure that the O-ring seal is in its proper location, as shown in Figure 1.

3. Tighten the anti-rotation screws on the mounting nut.
4. Plug the push-button assembly cable into the PCBA at the proper location noted earlier.
5. Use the enclosed tie wrap to secure the push-button assembly cable to the other wires.
6. Place the shield over the PCBA and use the #2 Phillips screwdriver to secure the four screws (previously saved).
7. Plug the telephone line cord into the modular block in the back box.
8. Align the front cover with the rear enclosure, and use the Model 233 Tamper-Resistant Screwdriver to secure six front panel screws (previously saved).

# 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.