



# DECLARATION OF CONFORMITY

(According to ISO/IEC GUIDE 22 and EN 45014)

**Manufacturer's Name:** ShoreTel, Inc.  
**Manufacturer's Address:** 960 Stewart Dr.  
Sunnyvale, California 94085 U.S.A.

DECLARES, THAT THE PRODUCT

**Product Name:** SHOREGEAR VOICE SWITCH  
**Model Number:** SG-24, SG-12, SG-8

CONFORMS TO THE FOLLOWING EUROPEAN DIRECTIVES

**Radio and Telecommunications Terminating Device Directive (R&TTE) 99/5/EC**  
**Low Voltage Directive 73 / 23 / EEC**  
**EMC Directive 89 / 336 / EEC**  
**With Amendment 93 / 68 / EEC**

Supplementary Information:

**Safety :** EN 60950: 2000  
**GS Mark from TUV Rheinland (Notified Body)**  
**Prepared by Safety Engineering Laboratory (SEL)**

**EMC:** EN 55022 : 1994 +A1:1995 +A2:1997 Class A  
EN 55024 : 1998 +A1:2001 +A2:2003

**Year Mark First Applied:** 2004

I, the undersigned, hereby declare that the equipment specified above conforms to the above Directives and Standards.

Place: Sunnyvale, CA Signature:

Date: September 16, 2004 Full Name: David P. Dix

Position: Director, Hardware Engineering

**Warning**

This is a Class A product. In a domestic environment this product may cause radio interference in which case the user may be required to take adequate measures.

## ShoreGear-40/8 Voice Switch Requirements, Standards, and Trademark Information

### Environmental Requirements

#### Ventilation

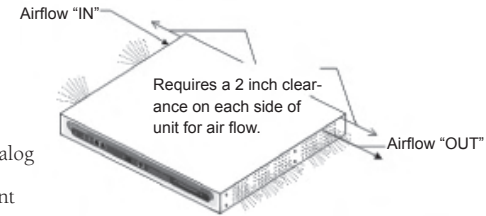
Adequate ventilation must be provided to allow air circulation through the ShoreGear-40/8. Leave at least two inches of open space near all vent holes.

#### Gas and Airborne Particles

To avoid corrosion or oxidation of electrical contacts, the environment should be free from airborne particles and corrosive gas.

#### Electrical Noise

The environment should be free from excessive electrical noise, which could disturb the operation of digital and analog circuits. The system should be located at least 10 feet (3 meters) away from welders, dimmers, or other high-current machines.



#### Lightning Protection and Grounding

The system must be properly grounded to protect from lightning damage and/or power line cross. The following UL conditions must be met to ensure proper grounding:

A permanent earthing protector is to be installed between the system and the wiring system ground. Connect a ground wire to the screw on the back of the unit that is to the right of the product label. Connect the other end of this ground wire to the wiring system ground. Use #16 AWG wire or larger for the permanent earthing protector.

**CAUTION** Connect a permanent earthing protector before connecting telecommunication lines.

Power supply cord: Use the provided 3-conductor power cord to connect power to the ShoreGear-40/8. The power supply cord must be plugged into a grounded outlet.

#### Rack-Mount Ears

The ShoreGear-40/8 is supplied with two brackets already installed on the switch for mounting the unit in a 19-inch rack.

**NOTE** Ambient temperature in the rack must be between 0 and 50° C. Do not block the openings in the housing that are provided for ventilation.

#### Regulatory Standards

The ShoreGear-40/8 switch conforms to the following regulatory standards and specifications:

- Safety— UL 60950, 3<sup>rd</sup> Edition, CAN/CSA 22.2 No. 60950, EN60950 (2000)
- Telephony Registration— FCC Part 68, Canada CS-03
- EMI— FCC Part 15, ICES-003, EN 55022, Class A

#### FCC Rules, Part 68 Information

This equipment complies with Part 68 of the FCC Rules and the requirements adopted by ACTA. On the back of this equipment is a label that contains a product identifier in the format US:AAAEQ##TXXXX. If requested, this information must be provided to your telephone company.

A plug and jack used to connect this equipment to the premises wiring and telephone network must comply with the applicable FCC Rules, Part 68 and requirements adopted by ACTA.

Mfgs Port Identifier	Facilities Interface Code	Service Order Code	REN	Network Jacks	Note
Ports 1-4	02LS2	9.OF	0.0B	RJ-21X	1
Ports 1-2	02RV2-T	9.OF		RJ-21X	2

**NOTE** 1. When used as a loop start line.  
2. When used as a DID line.



The **Ringer Equivalence Number (REN)** is used to determine the number of devices that may connect to a telephone line. Excessive RENs on a telephone line may result in the devices not ringing in response to an incoming call. In most but not all cases, the sum of the RENs should not exceed five (5.0). To be certain of the number of devices that may be connected to a line, as determined by the total RENs, contact your local telephone company. For product approved after July 23, 2001, the REN for this product is part of the product identifier that has the format US:AAAEQ##TXXXX. The digits represented by ## are the REN without the decimal point (e.g., 03 is a REN of 0.3). For earlier products, the REN is separately shown on the label.

If this equipment causes harm to the telephone network, the telephone company will notify you in advance that temporary discontinuance of service may be required. But if advance notice isn't practical, the telephone company will notify the customer as soon as possible. Also, you will be advised of your right to file a complaint with the FCC if you believe it is necessary.

The telephone company may make changes in its facilities, equipment, operations, or procedures that could affect the proper functioning of your equipment. If they do, you will be notified in advance in order for you to make necessary modifications to maintain uninterrupted service.

If trouble is experienced with this unit, for repair or warranty information, please contact ShoreTel Customer Response Center at the address and phone listed on page 4. If the equipment is causing harm to the network, the telephone company may request that you disconnect the equipment until the problem is resolved. **DO NOT DISASSEMBLE THIS EQUIPMENT.** It does not contain any user serviceable components.

## Equal Access

This equipment is capable of providing users access to interstate providers of operator services through the use of access codes. Modifications of this equipment by call aggregators to block access to dialing codes are a violation of the Telephone Operator Consumers Act of 1990.

## Direct Inward Dialing

ALLOWING THIS EQUIPMENT TO BE OPERATED IN SUCH A MANNER AS NOT TO PROVIDE FOR PROPER ANSWER SUPERVISION IS A VIOLATION OF PART 68 OF THE FCC RULES.

Proper answer supervision is provided when:

1. This equipment returns answer supervision to the PSTN when DID calls are:
  - Answered by the called station
  - Answered by the attendant
  - Routed to a recorded announcement that can be administered by the CPE user
  - Routed to a dial prompt
2. This equipment returns answer supervision on all DID calls forwarded to the PSTN. Permissible exceptions are:
  - A call is unanswered
  - A busy tone is received
  - A reorder tone is received

## FCC Rules, Part 15 Statement

**NOTE** This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his own expense.

## Industry Canada Statement

**NOTICE:** This equipment meets the applicable Industry Canada Terminal Equipment Technical Specifications. This is confirmed by the registration number. The abbreviation IC before the registration number signifies that registration was performed based on a Declaration of Conformity indicating that Industry Canada technical specifications were met. It does not imply that Industry Canada approved the equipment. The Industry Canada registration number is located on the back of the unit.

Before installing this equipment, users should ensure that it is permissible to be connected to the facilities of the local telecommunications company. The equipment must also be installed using an acceptable method of connection. The customer should be aware that compliance with the above conditions may not prevent degradation of service in some situations.

Repairs to certified equipment should be coordinated by a representative designated by the supplier. Any repairs or alterations made by the user to this equipment, or equipment malfunctions, may give the telecommunications company cause to request that the user disconnect the equipment.

Users should ensure for their own protection that the electrical ground connections of the power utility, telephone lines, and internal metallic water pipe system, if present, are connected together. This precaution may be particularly important in rural areas.

**CAUTION** Users should not attempt to make such connection themselves, but should contact the appropriate electric inspection authority, or electrician, as appropriate.

**NOTICE:** The **Ringer Equivalence Number (REN)** for this terminal equipment is located on the back of the enclosure. The REN assigned to each terminal device provides an indication of the maximum number of terminals allowed to be connected to a telephone interface. The termination on an interface may consist of any combination of device subject only to the requirement that the sum of the Ringer Equivalence Numbers of all of the devices does not exceed five (5).

## Warning

Any modifications to the unit, unless expressly approved by ShoreTel, Inc. could void the user's authority to operate the equipment.

## Safety

The following information is included in this publication for the use and safety of installation and maintenance personnel.

**NOTE** This equipment uses a three-conductor power cord with safety grounding conductor. Ensure that this is connected to an AC outlet with provision for grounding. Ensure the permanent earthing protector is connected as directed in the installation instructions. Consult a licensed electrician if necessary.

## Important Safety Instructions

- Read all of the instructions before attempting to operate the equipment and before connecting the power supply.
- Always follow basic safety precautions to reduce the risk of fire, electrical shock, and injury to persons.
  - CAUTION** Users should not attempt to make such connection themselves, but should contact the appropriate electric inspection authority, or electrician, as appropriate.
- To prevent fire or shock hazard, do not expose the unit to rain, moisture, or install this product near water. Never spill liquid of any kind on this product.
- Never push objects of any kind into this product through openings, as they may touch dangerous voltage points or short out parts, which could result in the risk of fire or electrical shock.
- Do not open the enclosure, as there are high voltage components inside. Refer servicing to qualified service personnel.
- Do not attach the power supply cord to building surfaces. Do not allow anything to rest on the power cord or allow the cord to be abused by persons walking on it.
- To protect this equipment from overheating, do not block the openings in the housing that are provided for ventilation.

## Safety with Electricity...Danger!

Do not take chances with your life. Follow these guidelines carefully:

- Observe all safety regulations and read the warnings, cautions, and notes posted on the equipment.
- Never assume that the power is turned off. Always check to ensure that a circuit does not have power.
- Disconnect all power before installing changes in systems or wiring.
- Use caution when installing or modifying telephone lines. Never install telephone wiring during an electrical storm.
- Never touch uninsulated telephone wires or terminals unless the telephone line has been disconnected at the network interface.

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