

Plant Managers, Auckland, Wellington & Christchurch

15th December, 1966

Maintenance Parts.

A small allowance will be made by the Decimal Currency Board to pay for additional parts over and above those supplied for conversion.

1. Defective Non-Decimal Parts:

Allowance for parts found during conversion that are defective and require replacement to bring the machine into satisfactory working condition. This is to enable the completion of the conversion and the testing of the machine to enable its return to the customer in working order.

2. Lost or Damaged Decimal Parts:

Allowance for lost, damaged parts during shipment, packing or conversion.

The present procedure has been to order parts required during our conversion training on converting "Burroughs Consignment Stock" direct from Burroughs Central Distribution. (Requisition Form NZ 1410A in duplicate). This procedure is only of a temporary nature until lists of "expected parts usage" can be drawn up by the plants and forwarded to Head Office, Burroughs Decimal Currency for ordering and supply.

3. Defective Non-Decimal Parts:

The limit to which we replace parts in a customers' machine has been set by the Decimal Currency Board and will be governed to 1/5th of 1% of the retail price of the machine converted. This would, for example, provide for parts to the value of:-

£2 - £4	Series F (Depending on Style).
£1	Series P6
3/-	Series P & J

(N.B. A Series F Clutch Dog costs £1.16.6)  
A Series F Tappet costs 3.4}

4. Official Publication by Decimal Currency Board (DCPS).

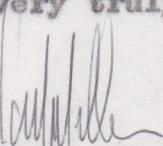
"The Decimal Currency Board reserves the right to classify any machine as unconvertable, because of its condition, lack of skilled personnel to convert it, lack of conversion parts, high cost of conversion, or for any other reason. In these cases the Board will arrange with the owner for the assistance, if any, it considers justifiable."

The procedure to be adopted in handling machines received in the plants that are considered unconvertable will be forwarded to Plant

Managers immediately finality is reached with the Decimal Currency Board on this matter.

Please consider these limitations carefully when making out your Parts Requirements, and we suggest these lists be in our hands by 31st January, 1967.

Yours very truly,

  
P.M. MILLER, Service Manager,  
Decimal Currency Programme

PMM:LME