

MIL-STD-1160
8 September 1966

MILITARY STANDARD

SHEET SIZES AND HOLE-PUNCHING DATA FOR
FILLER PAPER AND FORMS BOUND IN RING, POST AND
PRONG BINDERS



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MIL-STD-1160

DEPARTMENT OF DEFENSE

WASHINGTON, D. C. 20301

SHEET SIZES AND HOLE-PUNCHING DATA FOR
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PRONG BINDERS

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1. This Military Standard is mandatory for use by all Departments and Agencies of the Department of Defense. .
2. Recommended corrections, additions, or deletions should be addressed to U. S. Army Natick Laboratories, Natick, Massachusetts 01760.

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SHEET SIZES AND HOLE-PUNCHING DATA FOR
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PRONG BINDERS

1. SCOPE

1.1 Items.- This standard establishes sheet sizes and hole-punching criteria for filler papers and forms to be housed in standard looseleaf binders.

1.2 Purpose.- This standard is intended to discourage the design of special-size and hole-punched filler papers and non-standard forms that require special binders.

2. REFERENCED DOCUMENTS

2.1 The issue of the following document in effect on the date of invitation for bids forms a part of this standard to the extent specified herein:

FEDERAL SPECIFICATION

UU-P-320 - Paper, Looseleaf, Ruled and Blank

3. DEFINITIONS

3.1 Binders.- In this standard, binders are defined as covers equipped with rings, posts, or prongs for holding punched pages.

3.2 Sheet Size.- Sheet size represents the length and width of the paper, the number of punched holes, the diameter of the punched holes, and the center-to-center spacing between holes. In citing sheet size, the binding size is given first. All dimensions are in inches.

4. GENERAL REQUIREMENTS

Not applicable

5. DETAILED REQUIREMENTS

5.1 Sheet sizes.- The sheet sizes for ring, post, and prong binders shall be as listed in Table I.

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TABLE I.- Sheet Sizes

| No. | Size of Sheet (Inches \pm 1/32 in) | | Spacing Between Holes Center-to-Center (Inches \pm 1/32 in) | | | | Hole Diameter (Inches \pm 1/32 in) | Suitable Binder Type |
|-----|---|------------------|--|---------|---------|---------|---|-------------------------|
| | Binding Side | Adjacent Side | 2 Holes | 3 Holes | 4 Holes | 6 Holes | | |
| 1 | 3 | 5 | | 3/4 | | | 9/64 | Ring |
| 2 | 3-3/4 | 6-3/4 | | 3/4 | | | 9/64 | Ring |
| 3 | 5 | 3 | 2-3/4 | | | | 1/4 | Ring |
| 4 | 5 | 3 | | | | 3/4 | 9/64 | Ring |
| 5 | 6-3/4 | 3-3/4 | | 2-3/4 | | | 1/4 | Ring |
| 6 | 7-1/4 | 4-1/4 | | 2-3/4 | | | 1/4 | Ring |
| 7 | 7-3/4 | 5 | | 2-3/4 | | | 1/4 | Ring |
| 8 | 8-1/2 | 5-1/2 | | 2-3/4 | | | 1/4 | Ring |
| 9 | 8-1/2 | 11 | 4-1/4 | | | | 1/4 | Prong |
| 10 | 8-1/2 | 11 | | 2-3/4 | | | 1/4 | Ring |
| 11 | 8-1/2 | 14 | 4-1/4 | | | | 3/8 | Post |
| 12 | 8-1/2 | 14 | 4-1/4 | | | | 1/4 | Prong |
| 13 | 9-1/2 | 6 | | 3-1/2 | | | 1/4 | Ring |
| 14 | 9-1/2 | 12 | | 3-1/2 | | | 1/4 | Ring |
| 15 | 10-1/2 | 8 | | 4-1/4 | | | 3/8 ^v | Ring |

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TABLE I.- Sheet Sizes (Cont'd)

| No. | Size of Sheet (Inches \pm 1/32 in) | | Spacing Between Holes | | | | Hole Diameter (Inches \pm 1/32 in) | Suitable Binder Type |
|-----|---|------------------|--|---------|---------|---------|---|-------------------------|
| | Binding Side | Adjacent Side | Center-to-Center (Inches \pm 1/32 in) | 2 Holes | 3 Holes | 4 Holes | 6 Holes | |
| 16 | 11 | 8-1/2 | | 3-1/2 | | | 3/8 | Post |
| 17 | 11 | 8-1/2 | | 7 | | | 3/8 | Post |
| 18 | 11 | 8-1/2 | | 8-1/2 | | | 1/4 | Prong |
| 19 | 11 | 8-1/2 | | | 3-1/2 | | 1/4 | Post |
| 20 | 11 | 8-1/2 | | | 4-1/4 | | 1/4 | Ring |
| 21 | 11 | 8-1/2 | | | | 2-3/4 | 3/16 | Post |
| 22 | 11 | 14 | | 4-1/4 | | | 1/4 | Prong |
| 23 | 11 | 14 | | 7 | | | 3/8 | Post |
| 24 | 11 | 17 | | 7 | | | 3/8 | Post |
| 25 | 11 | 17 | | 8-1/2 | | | 1/4 | Prong |
| 26 | 11-1/4 | 9-1/2 | | | 3-3/8 | | 5/16 | Post |
| 27 | 12 | 9-1/2 | | | 4-1/4 | | 1/4 | Ring |
| 28 | 14 | 17 | | 7 | | | 3/8 | Post |
| 29 | 14-1/4 | 20-1/4 | | 5 | | | 3/8 | Post |
| 30 | 17 | 11 | | 8-1/2 | | | 1/4 | Prong |
| 31 | 17 | 14 | | 8-1/2 | | | 1/4 | Prong |

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5.2 Looseleaf paper.- The paper for ring binders in the sheet size specified in Table I shall conform to UU-P-320.

(Copies of specifications, standards, and drawings required by suppliers in connection with specific procurement functions should be obtained from the procurement activity or as directed by the contracting officer).

Custodians:

Army - GL
Navy - SA
Air Force - 69

Preparing activity:

Army - GL
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