

<b>Department</b>	<b>Standard Components</b>	<b>Room Tag:</b>	<b>3150</b>
<b>Room Name</b>	<b>Office - 2 Person Shared</b>	<b>Room Code:</b>	<b>OFF-2P-SJ</b>
<b>Net Room Area Briefed</b>	12.0 M2		
<b>No of Rooms</b>	1		
<b>Subtotal of Briefed Area</b>	12.00 M2		
<b>Hours of Operation</b>	8am to 6pm, daily		
<b>Occupancy</b>	Up to 2 staff, up to 2 visitors		
<b>Also covers these Rooms</b>			
<b>Description/ Special Requirements</b>	An Office for two persons to carry out administrative functions in a degree of privacy. This may include preparing rosters, reports, counselling and discussion with staff. An external outlook is desirable.		
<b>Amendment</b>	Acoustics: Sound attenuation level - Medium; Acoustic privacy required 14.03.2014 - First Issue		

**Room Fabric and outline specifications**

ID	Fabric	Material	Finish	Specification	Selection	Remarks
5060	Ceiling	Acoustic	Prefinished	Drop-in tiles, 600x1200		
6025	Cornice	Aluminium	Powdercoat	shadow line		
8000	Door protection	Vinyl	Prefinished	Kickplate, 300mm high		optional
9002	Doors	Solid Core/ Glass	Paint	Single leaf, half glazed		920mm clear opening, lockable, glazing optional
1149	Floor finish	Carpet	90/10 Wool/ Nylon	Broadloom, 48 oz.		
7030	Observation	Alum/ Glass	Powdercoat	Internal window, door height		optional
949496	Skirting	Timber	Paint	150mmH x 20mm thick, nominal		
3000	Wall finish	Paint	Acrylic, washable			
7001	Windows					Desirable

**Fittings and Furniture (FF)**

ID	Description	Category	Group	Qty	Selection / Remarks
1250	Blind: Venetian	Metalwork	3	2	internal/ external windows as required
2100	Chair: ergonomic, office	Furniture/ Fitting	3	2	
2600	Chair: visitor, office	Furniture/ Fitting	3	2	
3400	Coathook	Metalwork	1	2	
7900	Filing cabinet: 4 drawer	Furniture/ Fitting	3	2	optional
17250	Pedestal drawer unit: mobile, 660mmH	Furniture/ Fitting	3	2	lockable, under workstation
17255	Pedestal filing unit: mobile, 660mmH	Furniture/ Fitting	3	2	lockable, under workstation
17360	Pinboard: fabric covered	Furniture/ Fitting	1	2	over workstation
20000	Shelving unit: adjustable	Furniture/ Fitting	1	2	for books, over workstations
24100	Waste bin: paper, 20 Litre	Furniture/ Fitting	3	2	
24400	Whiteboard	Furniture/ Fitting	2	1	900 x 900

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ID	Description	Category	Group	Qty	Selection / Remarks
24440	Workstation: computer	Furniture/ Fitting	3	2	

**Fixtures, Equipment and associated Services (FE)**

ID	Description	Group	Qty	Ele	Data	Cd	W	H	T	W	m	WTap	Dns	Gas	Selection / Remarks
11400	Computer: PC & monitor	3	2	yes	yes	___	___	___	___	___	___	___	___	___	
41100	Printer: networked	3	1	yes	yes	___	___	___	___	___	___	___	___	___	Shared use, optional
54510	Telephone: handset, standard	3	2	___	yes	___	___	___	___	___	___	___	___	___	

**Services**

ID	Description	Service Category	Qty	Selection / Remarks
1006	Voice / Data outlet: double	Communications	3	2 outlets for telephone - 1 per workstation
5000	Airconditioning	HVAC		
6000	General fluorescent	Lighting		
6055	Special: task light, built in	Lighting		under O/H shelving
9001	GPO: Double	Power	5	2 per workstation; 1-printer