

<b>Department</b>	<b>Standard Components</b>	<b>Room Tag:</b>	<b>3210</b>
<b>Room Name</b>	<b>Office - Single Person, 9m2</b>	<b>Room Code:</b>	<b>OFF-S9-SJ</b>
<b>Net Room Area Briefed</b>	9.0 M2		
<b>No of Rooms</b>	1		
<b>Subtotal of Briefed Area</b>	9.00 M2		
<b>Hours of Operation</b>	8am to 6pm, daily		
<b>Occupancy</b>	1 staff member; up to 3 visitors		
<b>Also covers these Rooms</b>			
<b>Description/ Special Requirements</b>	A single person office where Unit Managers can carry out administrative functions in a degree of privacy. This includes preparing rosters, reports, counselling and interviewing staff and patients. 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		
9007	Doors	Solid Core/ Safety glass	Paint	Single leaf, half glazed		920mm clear opening, lockable, glazing optional
1149	Floor finish	Carpet	90/10 Wool/ Nylon	Broadloom, 48 oz.		
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	1	if window provided
1300	Bookcase	Furniture/ Fitting	3	1	
2100	Chair: ergonomic, office	Furniture/ Fitting	3	1	
2600	Chair: visitor, office	Furniture/ Fitting	3	2	
3400	Coathook	Metalwork	1	1	
5905	Desk: with computer workstation	Furniture/ Fitting	3	1	
7900	Filing cabinet: 4 drawer	Furniture/ Fitting	3	1	optional
17250	Pedestal drawer unit: mobile, 660mmH	Furniture/ Fitting	3	1	lockable, under workstation
17255	Pedestal filing unit: mobile, 660mmH	Furniture/ Fitting	3	1	lockable, under workstation
17360	Pinboard: fabric covered	Furniture/ Fitting	2	1	optional
24100	Waste bin: paper, 20 Litre	Furniture/ Fitting	3	1	

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ID	Description	Category	Group	Qty	Selection / Remarks
24400	Whiteboard	Furniture/ Fitting	2	1	optional, 900 x 900
24488	Workstation: partitions	Furniture/ Fitting	3	1	optional, may incorporate pinboard
24492	Workstation: shelf unit	Furniture/ Fitting	3	1	to workstation partition, optional

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

ID	Description	Group	Qty	Ele	Data	Cd	WH	T	m	WT	Tap	Dns	Gas	Selection / Remarks
11400	Computer: PC & monitor	3	1	yes	yes	___	___	___	___	___	___	___	___	
41100	Printer: networked	3	1	yes	yes	___	___	___	___	___	___	___	___	optional
54510	Telephone: handset, standard	3	1	___	yes	___	___	___	___	___	___	___	___	

**Services**

ID	Description	Service Category	Qty	Selection / Remarks
1006	Voice / Data outlet: double	Communications	1	1 outlet for telephone
1005	Voice / Data outlet: single	Communications	1	optional, for printer
5000	Airconditioning	HVAC		
6000	General fluorescent	Lighting		
9001	GPO: Double	Power	2	
9001	GPO: Double	Power	1	optional, for printer