

**NSW Standard Project**  
**Room Data Sheets**

<b>Department</b>	<b>Standard Components</b>	<b>Room Tag: 2370</b>
<b>Room Name</b>	<b>Office - 2 Person Shared</b>	<b>Room Code: OFF-2P</b>
<b>Area</b>	12.0 M2	
<b>No of Rooms</b>	1	
<b>Subtotal of Area</b>	12.0 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 interviewing staff and patients. An external outlook is desirable.	
	Acoustics: Sound attenuation level - Medium; Acoustic privacy required	
<b>Amendment</b>	10.10.03, - First Draft 08.02.05, - BOB User review, Group 3 furniture modified	

**Room Fabric and outline specifications**

ID	Fabric	Material	Finish	Specification	Selection	Remarks
5060	Ceiling	Acoustic	Prefinished	Drop-in tiles, 600x1200		
6030	Cornice	Aluminium	Powdercoat	24mm shadow angle		
8000	Door protection	Vinyl	Prefinished	Kickplate, 300mm high		Equal to 'Acrovyn', optional
9002	Doors	Solid Core	Paint	Single leaf, half glazed		910mm 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
2010	Skirting	Vinyl	Prefinished	Feather edged, 150 mmH		
3000	Wall finish	Paint	Acrylic, washable			
7001	Windows					Desirable

**Fittings and Furniture (FF)**

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

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

ID	Description	Group	Qty	Ele	Data	CdW	HtW	WmW	Tap	Dns	Gas	Selection
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	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	1	under O/H shelving
9001	GPO: Double	Power	5	2 per workstation; 1-printer