

Schedule of Accommodation

**for New Integrated Rehabilitation Service Centre (Day Training Part)
at G/F, Mei King House, Mei Tin Estate, Sha Tin**

Planned Capacity: DAC (50-P)

IVRSC (50-P: 30-P SW and 20-P SE)

Item No.	Description	Recommended Provision			Remarks
		No. of Occupants	Area (m ²)	Air-Conditioning	
1.	Office for Officer-in-Charge/ Workshop Manager	1	6.6	Yes	To accommodate an officer, with 1 cabinet and 1 visitor chair.
2.	General Office/ Staff Room	15	30	Yes	Adjacent to the general office of the HSMH as a whole for integrated use on this purpose for the whole centre; the provision though based mainly on the one for DAC (24.3m ²) can accommodate the following: - Staff 2 SWA (@5.1m ²), 5 WW(@2m ²) (shared use), 3.75WI (1WI@4m ² + 2.75WI (@2m ² for part-time desk-bound duties), 0.25 ACO (@4.4m ²) and 1.25 CA (@4.1m ²) Ancillary Filing cabinet and office equipment
3.	Sitting Room/ Peer Room/ Conference Room	4	13.5	Yes	Recommended a cosy setting for counselling individual or groups of trainees with conferencing function.
4.	Reception	-	5	Yes	Existing provision is considered appropriate.
5.	Interview Room	2 - 4	6.5	Yes	A standard interview room.
6.	Workshop Area (including Training Room for IVRSC)	32	128	Yes	With reference to the area provision for work area and instructor in SW (provision of 4m ² per capita for 30 trainees and 2 instructors) and the integrated use of the Training Area of DAC in that economy of scale is expected.

Item No.	Description	Recommended Provision			Remarks
		No. of Occupants	Area (m ²)	Air-Conditioning	
7.	Training Area	57	135	Yes	(adjacent to Training Area) Standard provision for DAC and can be provided in 3 rooms. (adjacent to Workshop)
8.	Dining/ Multi-purpose/ Social Training Room/ Living Units	93	98	Yes	Existing provision is considered as appropriate for integrated use of DAC (57m ²) and SW (18m ² , assuming half of the users, i.e. 18, @ 1m ² would use the area) for the dining/ social training area for trainees and staff, and mass programmes for trainees and their parents, where appropriate, held weekly.
9.	Store Room for Tools/ Raw Materials/ Finished Products	—	15	No	With reference to the size of 120-P SW.
10.	General Store	-	10	No	Existing provision is considered appropriate.
11.	Kitchen/ Food Storage	-	30	No	Integrated use for DAC, HSMH and IVRSC with its provision based on the one for DAC, i.e. 30m ² basing 40% of the dining area for 50 person and space for food storage and training purpose, where appropriate.
12.	Pantry	-	6	No	Provision is considered appropriate for food warming, special diet, snack for social gathering, and training for simple cooking etc; and it should be close to kitchen, where applicable.
13.	Sick Bay/ Individualised Training/ Nurse Duty Room	-	-	-	Integrated use of the one provided by the residential service portion.
14.	Trainee Toilet/ Shower	70	As appro.	No	To be advised by architect. The facilities allow access for wheelchair users and provide hot/cold water supply, automatic hand dryer, hand rails, bars and

Item No.	Description	Recommended Provision			Remarks
		No. of Occupants	Area (m ²)	Air-Conditioning	
15.	Staff Toilet	18	As appro.	No	basins required at appropriate location. To be advised by architect.
	NOFA		483.6 m ² say, 484 m²		

Note: NOFA = Net Operational Floor Area. Occupancy bases on notional staffing upon integration.

Rehabilitation and Medical Social Services Branch
 Social Welfare Department
 June 2006