

**Best Practices Guideline:  
BASIC PROVISION SCHEDULE  
Specific Requirements for  
Residential Care Home for Persons with Disabilities (RCHD)  
Hostel for Severely Mentally Handicapped Persons (HSMH)  
(Capacity: 30 / 50)**

	<b>Contents</b>	<b>Page</b>
<b>General Requirements/ Builder's Works</b>	<ol style="list-style-type: none"> <li>1. Height Limit</li> <li>2. Access</li> <li>3. Ceiling Height</li> <li>4. Dormitory</li> <li>5. Attached Bathrooms/Shower Room</li> <li>6. Rooms with Natural Lighting and Ventilation</li> <li>7. Sunken Slab</li> <li>8. Window Grilles</li> <li>9. Kitchen Design</li> <li>10. Laundry Design</li> </ol>	<p>1</p> <p>1</p> <p>1</p> <p>1</p> <p>1</p> <p>1</p> <p>2</p> <p>2</p> <p>2</p> <p>2-3</p>
<b>Building Services Works / Utilities Works</b>	<ol style="list-style-type: none"> <li>11. Fresh Water Supply</li> <li>12. Flush Water Supply</li> <li>13. Drainage</li> <li>14. Lift</li> <li>15. Dumbwaiter</li> <li>16. Main Electricity Supply</li> <li>17. Town Gas Supply</li> <li>18. Fire Service</li> <li>19. Mechanical Ventilation and Air Conditioning</li> <li>20. Connection for CABD/BRI</li> <li>21. Connection for Telephone/Fax Line</li> </ol>	<p>3</p> <p>3</p> <p>3</p> <p>3</p> <p>3-4</p> <p>4</p> <p>4-5</p> <p>5-6</p> <p>6</p> <p>6</p> <p>6</p>
	<b>Appendix A</b> (for reference only)	8

**Best Practices Guideline:**  
**BASIC PROVISION SCHEDULE**  
**Specific Requirements for**  
**Residential Care Home for Persons with Disabilities (RCHD)**  
**Hostel for Severely Mentally Handicapped Persons (HSMH)**  
**(Capacity: 30 / 50)**

Item	Description
1. Height Limit	a) HSMH including any part of it, must not be situated at a height more than 24m above the street level, measuring vertically from the street level to the floor of the premises in which the HSMH is or is to be situated.
2. Access	a) One designated parking space measuring 8m (L) x 3m (W) with minimum headroom of 3.3m for private light bus for 50-p HSMH is required.  b) Convenient access to shared public loading/unloading bay or lay-by for ambulance is required. Barrier free access with convenient vehicular access is preferred.  c) Separate entrance for the HSMH premises is required.
3. Ceiling Height	a) The finished ceiling (i.e. the finished ceiling structure and associated building services installation underneath or suspended false ceiling) of every room must be situated at a height <u>not less than 2.5m</u> measuring vertically from the finished floor or <u>not less than 2.3m</u> measuring vertically from the finished floor to the underside of any finished structural beam or building services installation.
4. Dormitory	a) The capacity of each room shall be not more than six unless otherwise agreed.  b) Dead end type means of escape (MOE) for dormitories shall be avoided.
5. Attached Bathroom/ Shower Room	a) Attached Accessible Toilet cum Shower Room should be provided to Dormitory/Living Units, Sick Bay/Nurse Duty Room and Isolation Rooms, which should be accessible directly within the above rooms.
6. Rooms with Natural Lighting and Ventilation	a) Dormitory/Living Units, Sick Bay/Nurse Duty Room and Isolation Rooms should be provided with windows for natural lighting and ventilation in compliance with statutory prescribed window requirements and a direct view to outside.

Item	Description
7. Sunken Slab	a) Minimum 350mm deep sunken slab shall be allowed for future construction of recess drainage installation in wet areas. All sunken slabs shall be provided with drainage connection points for future connection and shall not be back-filled.
8. Window Grilles	a) Metal grilles shall be installed for all openable windows within the HSMH premises.
9. Kitchen Design	<p>a) Builder's work provisions for hydro-vent exhaust system should be provided.</p> <p>b) Refer to <b>Appendix A</b> (for reference only) – ‘Laundry and Kitchen Equipment for RCHD included in Fitting-out Work’ regarding design requirements of basic provisions for kitchen equipment.</p> <p>c) Considerations should be given on the location of the kitchen and associated exhaust air outlet to avoid causing air pollution problem, noise or odour nuisances to users in the HSMH premises or any occupants in the vicinity, and shall comply with Environmental Protection Department's guidelines and requirements.</p> <p>d) Exhaust air outlet and fresh air intake at external wall of kitchen shall be provided and completed with louvres to facilitate future ductwork connections by the Service Operator.</p> <p>e) The floor-to-ceiling height of the kitchen shall be adequate for future installation of the proper mechanical ventilation system by the Service Operator.</p> <p>f) Drainage, water supply and gas supply connection points shall be provided for future installation of kitchen equipment by Service Operator.</p>
10. Laundry Design	<p>a) Refer to <b>Appendix A</b> (for reference only) – ‘Laundry and Kitchen Equipment for RCHD included in Fitting-out Work’ regarding design requirements of basic provisions for laundry equipment.</p> <p>b) Space provision for laundry equipment with the following required size of concrete plinths (all 150mm thick) (for reference only) :</p> <ul style="list-style-type: none"> <li>• 1,400mm(W) x 1,400mm(D) for 20kg Industrial Type Washing Machine</li> <li>• 1,400mm(W) x 1,400mm(D) for 26kg Industrial Type Washing Machine</li> <li>• 1,400mm(W) x 1,400mm(D) for 20kg Industrial Type Drying Machine</li> <li>• 1,400mm(W) x 1,400mm(D) for 26kg Industrial Type Drying Machine</li> </ul>

Item	Description
	<p>Exhaust : one 200mmØ opening for each industrial type drying machine</p> <p>Drain : one 80mmØ drain connection for each industrial type washing machine</p> <p>c) Exhaust air outlet and fresh air intake at external wall of laundry shall be provided and completed with louvres to facilitate future ductwork connections by the Service Operator.</p> <p>d) Drainage, water supply and gas supply connection points shall be provided for future installation of laundry equipment by the Service Operator.</p>
11. Fresh Water Supply	<p>a) 2 nos. of water meters (one for general use and one for hydro-vent system).</p> <ul style="list-style-type: none"> <li>● 42mmØ main water supply pipe</li> <li>● 22mmØ separate water supply pipe for hydro-vent make-up tank</li> </ul>
12. Flush Water Supply	<ul style="list-style-type: none"> <li>● 40mmØ main water supply pipe</li> </ul>
13. Drainage	<p>a) Two-pipe drainage system consisting of separated waste pipe system and soil pipe system with individual vent pipes should be provided for future connection by the Service Operator.</p> <p>b) Dedicated grease interceptor should be provided for the kitchen.</p> <p>c) The capacity of the grease interceptor should be designed and provided according to the operational usage of the kitchen.</p> <p>d) The grease interceptor should be located at the proper and non-sensitive area or plant room to facilitate future maintenance access and to avoid any potential odour nuisance.</p>
14. Lift	<p>a) If the HSMH is not located on the same floor as the vehicular access or the HSMH occupies more than one floor, lift service shall be provided for the HSMH to reach the vehicular access.</p>
15. Dumbwaiter	<p>a) Provisions for future installation of a dumbwaiter are required if the dining rooms are located on a different floor from the kitchen.</p> <p>b) The dumbwaiter shall be floor type and suitable to accommodate one food trolley of size 800mm (W) x 950mm (D) x 1,100mm (H).</p> <p>c) Floor openings, shaft enclosure, pit and machine room for the dumbwaiter shall be provided as below:</p>

Item	Description
	<ul style="list-style-type: none"> <li>• Loading : 200 kg</li> <li>• Internal car dimension of dumbwaiter car : 1,000mm (W) x 1,000mm (D) x 1,200mm (H)</li> </ul> <p>d) Temporary enclosure to all shaft openings shall be provided.</p>
16. Main Electricity Supply	<p>a) Independent main power supply switch shall be provided at a dedicated switch room within the HSMH premises.</p> <p>b) Minimum electricity supply (for 30 persons):</p> <ul style="list-style-type: none"> <li>• <b>500A, 3 phase</b></li> </ul> <p>c) Minimum electricity supply (for 50 persons), if <u>instantaneous electric water heaters</u> are provided for dormitory showers:</p> <ul style="list-style-type: none"> <li>• <b>800A, 3 phase</b></li> </ul> <p>Minimum electricity supply (for 50 persons), if <u>instantaneous gas water heaters</u> are provided for dormitory showers:</p> <ul style="list-style-type: none"> <li>• <b>600A, 3 phase</b></li> </ul> <p>d) The above provisions should be adjusted for different capacity of HSMH and combination of gas and electric water heaters.</p> <p>e) The above power supply has included the electrical loading for future provision of air-conditioning for the entire HSMH premises.</p> <p>f) The calculation of electrical loading should be based on the following assumptions :</p> <ul style="list-style-type: none"> <li>(i) Allowance for the use of electric cooking equipment in kitchen</li> <li>(ii) 5 persons per electric water heater (average)</li> <li>(iii) 18kW instantaneous electric water heaters</li> <li>(iv) 0.8 diversity factor for the power consumption</li> </ul>
17. Town Gas Supply	<p>a) Gas supply main with gas meter position shall be plugged and terminated with valve at high level of the kitchen for future connection.</p> <p>b) Gas distribution pipes shall be provided from gas meter position to each room/area where gas appliances are installed. Such gas distribution pipes shall be plugged and terminated with valves at high level of the entry point of each room/area for future connection.</p> <p>c) Gas supply for the town gas equipment including instantaneous gas water heaters for showers, kitchen equipment and laundry equipment.</p>

Item	Description
	<p>Minimum town gas requirement for <u>water heaters for showers</u> :</p> <ul style="list-style-type: none"> <li>• 150kW (for 30 persons)</li> <li>• 250kW (for 50 persons)</li> </ul> <p>Minimum town gas requirement for <u>kitchen equipment</u> :</p> <ul style="list-style-type: none"> <li>• 185kW (for 30 &amp; 50 persons)</li> </ul> <p>Minimum town gas requirement for <u>laundry equipment</u> :</p> <ul style="list-style-type: none"> <li>• 66kW (for 30 &amp; 50 persons)</li> </ul> <p>d) The calculation of town gas supply should be based on the provision of instantaneous gas water heaters for all shower rooms and gas loading demand of all kitchen and laundry equipment.</p> <p>e) Adjustment should be made for different capacity of HSMH and combination of electric and gas water heaters.</p> <p>f) Wall opening for the installation of aperture of balanced flue gas water heater shall be provided for each shower cubicle.</p>
18. Fire Service	<p>a) Fire Service (FS) installations in accordance with statutory requirements, relevant specifications and Code of Practices, which are necessary for obtaining occupation permit as well as all provisions for future FS installation by the Service Operator to comply with licensing requirements for the HSMH premises shall be provided.</p> <p>b) Local Master FS Panel for HSMH premises will be installed at the main entrance (inside) of the premises by future Service Operator.</p> <p>c) Builder's works and essential power supply provisions for the future installation of Local Master FS Panel at the main entrance (inside) of the HSMH premises shall be provided.</p> <p>d) All necessary FS signal communication cables and associated conduit/trunking system connecting the Local Master FS Panel in HSMH premises to the Development's FS Control Room for future FS installations by the Service Operator shall be provided.</p> <p>e) The FS interfacing connection points for the FS signal communication cables shall be terminated with adaptable boxes at high level of the main entrance of the HSMH premises. Exact location of the termination should be agreed on project basis.</p> <p>f) The following provisions shall be provided for future FS installations in complying the licensing requirements:</p>

Item	Description
	<ul style="list-style-type: none"> <li>(i) Conduit provision for the future installation of FS direct link up to the Local Master FS Panel; <i>(Independent direct link for the premises will be applied by the Service Operator.)</i></li> <li>(ii) Provisions of the Development's FS Control Panel at the FS Control Room for complying the licensing requirements;</li> <li>(iii) Any other provisions as required by FSD for licensing.</li> </ul>
19. Mechanical Ventilation and Air Conditioning	<ul style="list-style-type: none"> <li>a) Additional space, structural openings to install room coolers or split type A/C units in the areas with provision of air conditioning shall be provided. Those areas include all dormitories, common rooms, dining room, office, etc.</li> <li>b) Condensate drain pipe connections shall be provided for room coolers and outdoor units of split type A/C units.</li> <li>c) The provision of external louvres with adequate net free areas in designated positions for the accommodation of all fresh air intakes and exhaust air outlets for future installation of mechanical ventilation and air-conditioning system shall be provided.</li> <li>d) The separation distance between fresh air intakes and other sources of contamination or exhaust air outlets of the HSMH premises or adjacent premises shall be at minimum 7.5m.</li> <li>e) Minimum fresh air supply rate at 10 litre/s/person shall be provided.</li> </ul>
20. Connection for CABD/BRI	<ul style="list-style-type: none"> <li>a) A source of CABD/BRI system with all necessary signal cables, G.I. conduit/trunking system and associated accessories shall be provided from the ELV room/meter room and terminated within the HSMH premises for future connection.</li> <li>b) Minimum 5 nos. TV/FM points shall be allowed for the CABD/BRI system for the HSMH premises.</li> </ul>
21. Connection for Telephone/Fax Line	<ul style="list-style-type: none"> <li>a) G.I. conduit/trunking system shall be provided up to the interfacing points within the HSMH premises, and shall be adequate for cabling of minimum 15 nos. Telephone/Fax Lines.</li> </ul>

**Remarks :**

1. The design, construction and basic provisions for the RCHD shall comply with all relevant statutory requirements, including the latest version of Code of Practice for Residential Care Homes (Persons with Disabilities).
2. The provision shall allow flexibility for the Service Operator to have free choice in using any fuel type instantaneous water heaters and kitchen equipment.

**Laundry and Kitchen Equipment for RCHD included in Fitting-out Work**

**A. Laundry Equipment**

	<b>30 persons</b>	<b>50 persons</b>
Industrial Type Washing Machine	1 no. 20 kg	1 no. 26 kg
Industrial Type Drying Machine	1 no. 20 kg	1 no. 26kg

**B. Kitchen Equipment**

	<b>30 / 50 persons</b>
Chinese Cooking Range <i>(or Chinese Induction Wok Station)</i>	1 no. Wok 450mm dia.
Chinese Food Steamer <i>(or Chinese Electric Food Steamer)</i>	1 no. Single Unit
Stock Pot Stove <i>(or Electric Stock Pot Stove)</i>	1 no.
4-ring Open Flame Stove <i>(or Induction 4 head Range)</i>	1 no.
Upright Vegetable Refrigerator	1 no. 400 litre (approx.)
Upright Meat Freezer	1 no. 400 litre (approx.)
Gas or Electric Water Heater for sink	1 no.
Hot Water Boiler	1 no.
Gas or Electric Rice Cooker	2 nos.
Kitchen Exhaust Air System	Hydro Vent System
Hand Dryer	1 no.
Insect Killer	To suit area