

Schedule of Accommodation

Project No. / Description : Care and Attention Home for Severely Disabled Persons (Capacity: 40 - 50)

Department : Social Welfare Department

Item No.	Description	No. of Rooms / Persons/ F&E Items	Unit Area (m ² in NOFA)	Air Conditioning	Area (m ² in NOFA)		Remarks/ Special Requirement
					Cellular Office	Open Plan	
1	Cellular Offices Superintendent's office	1	7.4 - 7.7	Yes	7.4 - 7.7		7.4m ² for capacity of 40 places - (a) 1 SSWA @ 5.1m ² ; (b) 1 filing cabinet (@ 0.8m ²); (c) 1/2 visitor chair (@ 1m ²) and (d) 1 safe (@ 1m ²) (work center for SSWA has included 1/2 visitor chair) 7.7m ² for capacity of 50 places - (a) 1 CSWA @ 5.8m ² ; (b) 1/2 filing cabinet (@ 0.8m ²); (c) 1/2 visitor chair (@ 1m ²) and (d) 1 safe (@ 1m ²) (work center for CSWA has included 1/2 filing cabinet and 1/2 visitor chair)
	Open Plan for staff and F/E						
2	Assistant Superintendent's Office	1	6.6	Yes		6.6	To accommodate 1 RN, 1 filing cabinet (@ 0.8m ²) and 1 visitor chair (@ 1m ²)
3	<u>General Office</u> Social Welfare Assistant (SWA) / Welfare Worker (WW) Assistant Clerical Officer (ACO) / Clerical Officer II Fax machine Photocopying machine Filing cabinet	1 - 3 1 1 1 2 - 4	5.1 4.4 1 2 0.8	Yes		5.1 - 15.3 4.4 1 2 1.6 - 3.2	40 places: 1 SWA/WW; 50 places: 3 SWA/WW 40 places: 2 filing cabinets; 50 places: 4 filing cabinets
	Cellular Rooms						
4	Dormitory	—	—	Yes	260 - 325		Provision of 6.5m ² per capita is supported in view of deteriorating physical conditions of resident. Division and partitioning of dormitory area is subject to decision of project architect.
5	TV/ Common Room	1	60 - 75	Yes	60 - 75		Residents: 1.4m ² per resident Staff: 1 staff per 10 residents @ 1m ²
6	Dining/ Multi-purpose Room	1	64 - 80	Yes	64 - 80		Residents: 1.4m ² per resident Staff: 2 staff per 10 residents @ 1m ²
7	Sick Bay	1	12	Yes	12		On basis of 6 m ² per bed with attached toilet/bath facilities
8	Pantry	1	6	No	6		
9	General storage area	1	20 - 22.5	No	20 - 22.5		Provision of 10 m ² for miscellaneous items. Additional storage space of 0.25m ² per capita for blankets and clothes of other seasons.
10	Laundry/ Workroom/ Linen Store	1	16 - 17	No	16 - 17		12m ² for laundry area (1 washing m/c, 1 drying machine and 1 hydro extractor); linen store @ 1m ² per every 10 residents.
11	Kitchen	1	16 - 20	No	16 - 20		40% of ordinary dining area which equals 1m ² * no of residents - 40 places: 40m ² * 40% = 16m ² 50 places: 50m ² * 40% = 20m ²
12	Kitchen store	1	3.2 - 4	No	3.2 - 4		20% of kitchen area
13	<u>Physiotherapy Room/ Exercise Room</u> (i) Office for PTI (ii) Physiotherapy/ Exercise Area	1 1	5.9 19.1	Yes Yes	5.9 19.1		Breakdown: Office for PTI: 5.9m ² (5.1m ² + 1 filing cabinet @ 0.8m ²) Physiotherapy/Exercise Area: 19.1m ²
14	<u>Occupation Therapy Area</u> (i) Aids/ Adaptation Workshop (ii) Store (iii) Assessment Room/Office for OT I/OTA	1 1 1	9 5 15	Yes No Yes	9 5 15		In line with similar facility at other premises Proposed provision is considered appropriate Proposed provision is considered appropriate
15	Club Room	1	12 - 15	Yes	12 - 15		1m ² per person: 40 places: 1m ² * 12 = 12m ² 50 places: 1m ² * 15 = 15m ²
16	Interview Room	1	7	Yes	7		Standard provision of an interview room with larger space for wheelchair user
17	Nurse Duty Room/Station (2nos)	2	8	Yes	16		On basis of 8m ² each room to accommodate 1 nurse and 1 patient.
18	Staff Common/ Rest Room	1	10	Yes	10		Supported on group of special nature of operation (half of the provision to office with 60-120 staff)
19	Meeting Room	1	18 - 22.5	Yes	18 - 22.5		Unit area per user @ 1.5m ² : - 40 places: 18m ² = 12 users * 1.5m ² - 50 places: 22.5m ² = 15 users * 1.5m ²

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20	Staff barrack room (on duty)	1	21	Yes	21		Assumption: (a) Barrack room for 30% of staff on shift (b) Separate rooms for male and female staff (c) 3.5m ² per staff on duty Both 40 and 50 place homes with respectively about 19 and 21 staff on shift require 6 barrack places.
21	Staff changing room	1	19 - 23	No	19 - 23		Including locker space & changing area for - 40 places: 19 staff (i.e. 7 minor staff + 12 other staff) 50 places: 23 staff (i.e. 8 minor staff + 15 other staff)
	Open Plan						
22	Reception/Waiting Area	—	—	Yes		8 - 10	40 places: 8m ² ; 50 places: 10m ²
	Others						
23	Cleansing Store	—	—	No	as appro	as appro	To be advised by project architect.
24	Serving lift for food delivery	—	—	No	as appro	as appro	To be advised by project architect.
25	Toilet and bath/showers for residents	—	—	No	as appro	as appro	To be advised by project architect. Sufficient area should be provided for wheelchair users and staff in assisting bath
26	Toilet for staff & guest	—	—	No	as appro	as appro	To be advised by project architect
27	Toilet/Bath	—	—	No	as appro	as appro	To be advised by project architect (combined with Changing Room for better space utilization)
Total area (in NOFA)					650.3 - 780.2 (say 650 to 780)		

NOFA: Net Operational Floor Area