

SCALE 21 OFFICERS' FAMILIES QUARTERS

PART 1 GENERAL INFORMATION INTRODUCTION

1 This scale is to be read in conjunction with Scale 1. It is a guide to standards for Services Families' Accommodation for officers.

SPACE

2a Five types of OFQ are provided:

Type I	7 person 3 double & 1 single bedroom
Type II	7 person 3 double & 1 single bedroom
Type III	6 person 2 double & 2 single bedrooms
Type IV	6 person 2 double & 2 single bedrooms
Type V	5 person 2 double & 1 single bedroom

b Types IV and V are normally to be semi-detached, the other types detached, but see Serial 5a for the impact of planning requirements. The quarters are to be designed to provide areas in square metres of Net Space (N) and General Storage Space (S) as shown in the following table

Type	I	II	III	IV	V
N	240.0	199.0	147.5	129.5	110.5
S	11.0	11.0	8.0	8.0	6.0

The breakdown of these areas into individual room sizes is given in Parts 2 to 6 of this scale.

c The above areas are defined as the areas enclosed by the inside face of the external walls of the house. It excludes the floor areas of the dustbin enclosure and fuel store (if any) and any porch, lobby, or covered way. It also excludes any area in rooms with sloping ceilings where the height of the ceiling is less than 1.5m. In the case of a 'single access house' any space within a store required to serve as access from one side of a house to the other is to be provided in addition to the areas in the table

d About 3m² of the general storage space should have external access and be lockable. This space, or part of it, may be an extension of the garage, preferably at the end rather than at the sides.

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e A reasonable provision of shelving is required within the general storage space. External access stores are mainly for bicycles, packing cases and garden implements, etc., but space should be provided for a work bench. Internal storage should partly be located on the ground floor and be suitable for sports gear.

f Dustbin enclosures should be sited and designed both to comply with the Local Authority's requirements and with security considerations. They should take either bin or bag stand without the receptacle having to be pulled out to be used. Enclosures must be adequately ventilated. A minimum of 0.8m³ storage per house is to be provided.

g This Scale refers to the construction of new quarters. Whilst it provides guidance for the modernisation and adaptation of existing quarters, the space and room standards set out herein are not an authority for retrospective provision, and any provision of additional space or facilities during a major alteration is at the discretion of Defence Estates, D Ops Housing.

DESIGN

3a Type III, IV and V OFQs are essentially family houses, but in Types I and II, there is a need for senior officers to entertain and accommodate official guests. JSP 448

(Guidance on OSR Management and Expenditure) article 0202 stipulates the requirement for MOD ministers to be informed whenever Type I and II OFQs are created by build, purchase, hire or lease. JSP 462 Chapter 44 provides guidance on official entertainment.

b The overall design of all quarters should aim to provide a pleasing, comfortable, yet practical and economic internal and external environment. At the same time due note should be taken of the frequency of change of occupant, and of the need for finishes which are robust and of a quality and type requiring minimum maintenance. Externally maintenance free materials and methods of construction should be used. Tile hanging at ground level should be avoided.

c All windows and glazed external doors are to be double glazed except where noise attenuation is required. When SFA are within the 70Db(A) range, measures to attenuate noise intrusion to acceptable levels are to be provided to all habitable rooms. Window area should be compatible with adequate natural lighting, ventilation, and the establishment of a satisfactory environment. Glazing below waist height should be avoided, and windows above ground floor should, wherever possible, be easily cleaned from the inside. All windows and glazed external doors are to be provided to Crime Prevention through Environmental Design (CPTED) standards.

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d Bedrooms should be designed to allow for beds to be placed other than under windows, and the minimum principal dimensions are to be at least 2.0m. Doors should be hung to allow maximum utilisation of space, and it is not essential that they screen beds.

e All radiators should be fitted with thermostatic controls, and heating is to be to CISBE standards.

f **Crime Prevention and Crime Prevention through Environmental Design:** - Section 17 of the Crime and Disorder Act 1998 makes it a requirement for local authorities, the police and other key partners to take account of community safety in all aspects of their work. Care taken at the early stage in the environmental and building design helps in creating areas that are both safe and feel safe. Well-planned developments encourage a sense of responsibility and ownership by people who live and work there. Good design with safety and security built in need not cost more particularly when considered from the outset. Once the development has been completed the most cost-effective opportunity to incorporate crime and safety measures will have been lost. Ministry of Defence Police have specially trained Crime Reduction and Architectural Liaison Officers on hand to offer specialist advice. Listed at Annex C are the minimum standards that will be recommended to conform to Crime Prevention standards

FITTINGS AND EQUIPMENT

4a Sketch plans should show fittings, equipment and furniture in order to demonstrate that the proposed house layout provides a workable environment.

b Kitchens should contain durable fitted units arranged in such a way as to provide a satisfactory working sequence for the user. Built-in cookers or hob/oven units, or free standing cookers, from a reputable source, with easy availability of spare parts, are to be provided. The open door of the oven should not impede circulation. Space is to be provided for a fridge/freezer and a dishwasher. The minimum capacity of readily accessible storage in or adjacent to the kitchen, including larder and broom cupboard, is: Types I and II 4m³; Type III 3.5m³; Type IV 3.25m³; Type V 3m³. The utility room is to provide space for a washing machine and tumble drier. Refer to Annex B for details of white goods supplied at public expense.

c Meter boxes accessible from outside are to be provided for gas, electricity and water meters as appropriate.

d Suitable curtain track is to be provided in all rooms for which curtains are authorised in JSPs 308 and 384.

f All quarters will be provided with lights over external doors.

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g Provide facilities for cable and satellite TV reception.

h Where Gas cooking or heating appliances are installed, a Carbon Monoxide detector is to be provided.

LAYOUT AND LANDSCAPING

5a The density of the development will be agreed at an early stage in consultation with the Local Planning Authority and the Service Department concerned. In urban or other areas of pressure on land, it may be suitable to adopt town houses, linked development or terraces, or, where higher densities are necessary, flats or maisonettes.

b A private garden will be provided to each house. The size will be dependent on Local Authority density requirements. The main requirement is for a pleasant outdoor amenity with privacy for sitting or eating outside. A clothes drying facility and a hard surface access are to be provided. A hard paved patio, minimum area 10m² should be provided. Approximately two-thirds of the remaining area should be grassed, and the remainder prepared for cultivation by the occupier. Type I and II houses will normally stand in their own grounds.

c For privacy, a screen fence approx.1.7m high enclosing the rear of the garden will be provided. Brick walls may be substituted where costs permit. Fencing and gates should be designed to be dog- and child-proof.

d Landscaping must be considered together with the layout and space requirements from the earliest stage. Climatic, soil, topographical and scenic factors must be considered, as also the needs of the family for external space, in relation to natural features and existing trees etc., which should be retained and protected during building operations. In some situations shelter belts of planting, or tree screens may be required. It is essential that landscaping should be designed for ease and economy of maintenance, and the right balance be achieved between initial robustness and the need for the softening effect of landscape planting. The design and specification of both hard and soft landscaping must take account of the safety of children and their natural destructiveness. Landscaping must be planned as far as possible to be finished at the same time as the houses are completed.

e **CHILDREN'S PLAYGROUNDS:** Reference should be made to the "Children's Play Area Design Guide" (Defence Works Functional Standard No 1) in planning these facilities.

UTILITIES

6a Roads, lighting, street furniture, parking spaces, footpaths, and sewers must be in accordance with the requirements of the relevant Local Authority, and be capable of being adopted by them on completion of the works.

b Electricity and Gas mains, Electricity sub stations, street and pathway lighting will be provided by statutory undertakings. These services must be carefully integrated into the site layout and the positioning of the sub-station will require detailed consideration.

c The water main and fire hydrants will normally be provided by the local Water Board. The fire hydrants will be located in accordance with the appropriate fire officer's requirements.

d Every house will have internet broadband capable telephone connections, and the access duct and any necessary ducting under roads should be provided in consultation with the contractor/supplier..

DEPARTURE FROM SCALES; EFFECT ON GRADINGS.

7 These scales show entitlements to space, fixtures and fittings. When building new quarters or modernising old

stock, Housing providers may deviate from the scales to suit local circumstances, subject to SP Pol approval.

FACILITIES FOR THE DISABLED.

8a Where medical opinion confirms that the nature and extent of a dependant's disability is such that an accompanied posting to a families' quarter is feasible, a suitable quarter should be allocated and necessary modifications carried out. When possible a modified quarter should be maintained in its adapted form for preferential allocation in the future.

b Consideration should be given in planning a new estate to the building of a quarter with special facilities such as access ramps, raised power sockets, lowered light switches, and handrails where required.

SPACE STANDARDS FOR OFQs IN HIGH COST AND HIGH DENSITY AREAS

9a A high cost area or location is one where the cost of a comparable house to the appropriate OFQ, based on statistics produced by the Valuation Office Agency, is a factor of 1.5 higher than the nation-wide average. A high density area is one in which LA planning requirements make it impossible to achieve the required densities by building to normal scales.

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b Sponsors of all new build SFA programmes are responsible for determining the applicability of this definition to the project under consideration; when a high cost or high density area or location is declared, the sponsor is responsible for negotiating appropriate reduced space standards (in consultation with D Ops Housing, SP Pol, and the Services as appropriate) in accordance with the following guideline minima:

OFQ Type	I	OFQ size (m ²)	205.0
	II		173.0
	III		137.5
	IV		122.0
	V		105.0

c The detail of the accommodation to be provided will depend on the individual circumstances of each project (smaller gardens would, however, normally be expected; garages will be required), but the value for money of all alternative solutions considered must be tested through the application of an Investment Appraisal.

GARAGES AND CAR PARKING

10a Garages are provided on a 100% basis for all families' quarters, except in High Cost/High Density areas where a minimum of one parking space per quarter will be provided.

b They should normally be built on to the quarter they serve in such a way as to provide easy access.

c The clear internal dimensions of a garage should normally be 5.3m x 3.0m, excluding any storage at the rear, but for a Type I or II quarter they may be 6.1m x 3.0m.

d All garages will have forecourt aprons, and will be provided with adequate locks, an interior light fitting, double socket outlet, and a cold water hose connection point.

e In planning parking arrangements, visitors' as well as residents' vehicles should be taken into account and the total number of spaces to be provided will be by agreement with the Local Planning Authority.

OFFICERS' FAMILIES' QUARTERS (contd)
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PART 2 - TYPE I QUARTERS

Accommodation	Area	M & E Services	Planning Notes, Special Fittings, etc.
(a)	(b)	(c)	(d)
11 Porch or Lobby	To design	1 light point Electric door bell.	With easy access and space for pushchairs etc. Front and back doors to CPTED standard (see Annex C) .
12 Hall and Pram Space with coat cupboard	To be provided from Net Space (coat cupboard from General Storage Space)	1 light point } per 1 double socket outlet } storey Power source for smoke detectors. Heating - 16.0°C.	Smoke detector to BS 5839 Pt 6 to be fitted to the stairwell at each storey level (to be interconnected). Fixing for safety gate at head and foot of stairs. Telephone point, situated near to socket outlet.
13 Lavatory, WC and basin	To be provided from Net Space	1 light point Heating - 16.0°C.	Toilet roll holder. Clothes hook. Washbasin with splashback, mirror, shelf, towel rail.

OFFICERS' FAMILIES' QUARTERS (contd)**JSP 315****PART 2 - TYPE I QUARTERS (contd)**

(a)	(b)	(c)	(d)
14 Sitting Room with adjoining Dining Room. Each to seat	75.0m ² 12	Sitting Room: 2 light points 4 double sockets Dining Room: 1 light point 2 double sockets Heating - 18.0°C. TV aerial socket.	Focal point electric or gas fire.
15 Study	9.0m ²	1 light point. 2 double sockets. Heating - 18.0°C.	Telephone point.
16a Kitchen	25.0m ²	2 fluorescent light points. 6 double sockets (1 switched for fridge/freezer & 1 permanently wired for dishwasher). Extractor (hood type or wall/window mounted). Heating - 16.0°C.	Kitchen to have either connecting door or hatch to dining room. Cooker (double oven). Towel rail. Plumbing for dishwasher.

OFFICERS' FAMILIES' QUARTERS (contd)**JSP 315****PART 2 - TYPE I QUARTERS (contd)**

(a)	(b)	(c)	(d)
16b Utility Room	5.0m ²	1 light point. 2 double sockets (1 permanently wired for washing machine and 1 for tumble drier with sockets below work surface, and switch with indicator above). Heating - 16.0°C.	Plumbing for washing machine and tumble drier. Extract for tumble drier.
c Staff Room	10.0m ²	1 light point. 1 double socket. Heating - 18.0°C. TV Aerial Socket	Sited to provide easy access to kitchen. Telephone point
d Staff WC	6.0m ²	1 light point. Heating - 16.0°C.	Toilet roll holder. Clothes hook. Washbasin with splashback, mirror, shelf, fitting for paper towel dispenser.

OFFICERS' FAMILIES' QUARTERS (contd)
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PART 2 - TYPE I QUARTERS (contd)

(a)	(b)	(c)	(d)
17 Bedroom 1	16.5m ²	2 light points. 3 double sockets. Heating - 18.0 ⁰ C. TV aerial socket.	Full length mirror. Double fitted wardrobe. Telephone point.
18 Dressing Room	7.5m ²	1 light point and one over basin. 1 double socket. Heating - 18.0 ⁰ C.	To be available as a spare bedroom.
19 En -suite Toilet area	3.75m ² Shower, WC and Vanity unit	Illumination -125 lux Supplementary lighting over mirror with shaver socket. Heating - 21.0 ⁰ C.	En suite with Serials 17 and 18. One fixed seat, two clothes hooks, soap holder, shelf and heated towel rail. Toilet roll holder.
20a Bedroom 2	16.0m ²	2 light points 3 double sockets. Heating - 18.0 ⁰ C. TV aerial socket.	Full length mirror. Double fitted wardrobe. Telephone point.
20b En suite Toilet Area			As Serial 19

OFFICERS' FAMILIES' QUARTERS (contd)
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PART 2 - TYPE I QUARTERS (contd)

(a)	(b)	(c)	(d)
21 Bedroom 3	9.5m ²	1 light point. 2 double sockets. Heating - 18.0 ⁰ C. TV Aerial socket	Single fitted wardrobe. Telephone point.
22 Bedroom 4	8.5m ²		As Serial 21.
23 Separate Bathroom	To be provided from Net Space.	1 light point. 1 shaver point. High level electric fan heater if required. Heating - 21.0 ⁰ C.	Washbasin with splashback, mirror, shelf. Bath with tiling round to full height, soap holder. Independent shower over bath or separate shower cubicle. Heated towel rail. Clothes hook. Wall mounted lockable bathroom cabinet.
24 Separate WC			As Serial 13.
25 Linen/Airing Cupboard	To provide 0.6m ³ clear storage space	Heated by means of insulated HW Cylinder.	2.0m ² of slatted shelving.

PART 3 - TYPE II QUARTERS

Accommodation	Area	M & E Services	Planning Notes, Special Fittings, etc.
(a)	(b)	(c)	(d)
26 Porch or Lobby	To design	1 light point. Electric door bell.	With easy access and space for pushchairs etc. Front and back doors to be to CPTED standard.(see Annex C)
27 Hall and Pram Space with coat cupboard	To be provided from Net Space (coat cupboard from General Storage Space)	1 light point } per 1 double socket outlet } storey Power source for smoke detectors. Heating - 16.0°C.	Smoke detector to BS 5839 Pt 6 to be fitted in the stairwell at each storey level (To be interconnected). Fixing for safety gate at head and foot of stairs. Telephone point, situated near to socket outlet.
28 Lavatory, WC and basin	To be provided from Net Space	1 light point. Heating - 16.0°C.	Toilet roll holder. Clothes hook. Washbasin with splashback, mirror, shelf, towel rail.

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PART 3 - TYPE II QUARTERS (contd)

(a)	(b)	(c)	(d)
29 Sitting Room with adjoining Dining Room. Each to seat	55.0m ² 10	Sitting Room: 2 light points 4 double sockets Dining Room: 1 light point 2 double sockets Heating - 18.0°C. TV aerial socket.	Focal point electric or gas fire.
30 Study	9.0m ²	1 light point. 2 double sockets. Heating - 18.0°C.	Telephone point.
31a Kitchen	20.0m ²	2 fluorescent light points. 6 double sockets (1 switched for fridge/freezer & 1 permanently wired for dishwasher). Extractor (hood type or wall/window mounted). Heating - 16.0°C.	Kitchen to have either connecting door or hatch to dining room. Cooker. Towel rail. Plumbing for dishwasher.

OFFICERS' FAMILIES' QUARTERS (contd)**JSP 315****PART 3 - TYPE II QUARTERS (contd)**

(a)	(b)	(c)	(d)
31b Utility Room	5.0m ²	1 light point. 2 double sockets (1 permanently wired for washing machine & 1 for tumble drier with sockets below work surface, and switch with indicator above). Heating - 16.0 ⁰ C.	Plumbing for washing machine and tumble drier. Extract for tumble drier.
32 Bedroom 1	16.5m ²	2 light points. 3 double sockets. Heating - 18.0 ⁰ C. TV aerial socket	Full length mirror. Double fitted wardrobe. Telephone point.
33 Dressing Room	7.5m ²	1 light point and one over basin. 1 double socket. Heating - 18.0 ⁰ C.	To be available as a spare bedroom.

OFFICERS' FAMILIES' QUARTERS (contd)**JSP 315****PART 3 - TYPE II QUARTERS (contd)**

(a)	(b)	(c)	(d)
34 En -suite Toilet area	3.75m ² Shower, WC and Vanity unit	Illumination -125 lux Supplementary lighting over mirror with shaver socket. Heating - 21.0 ⁰ C.	En suite with Serials 32 & 33. One fixed seat, two clothes hooks, soap holder, shelf and heated towel rail. Toilet roll holder
35a Bedroom 2	16.0m ²	2 light points . 3 double sockets. Heating - 18.0 ⁰ C. TV aerial socket	Full length mirror. Double fitted wardrobe. Telephone point.
35b En -suite Toilet area			As Serial 34.
36 Bedroom 3	9.5m ²	1 light point. 2 double sockets. Heating - 18.0 ⁰ C. TV aerial socket	Single fitted wardrobe. telephone point
37 Bedroom 4	8.5m ²		As Serial 36.

OFFICERS' FAMILIES' QUARTERS (contd)**JSP 315****PART 3 - TYPE II QUARTERS (contd)**

(a)	(b)	(c)	(d)
38 Separate Bathroom	To be provided from Net Space	1 light point. 1 shaver point. High level electric fan heater if required Heating - 21.0 ⁰ C.	Washbasin with splashback, mirror, shelf. Bath with tiling round to full height, soap holder. Independent shower over bath or separate shower cubicle. Heated towel rail. Clothes hook. Wall mounted lockable bathroom cabinet.
39 Separate WC			As Serial 28.
40 Linen/Airing Cupboard	To provide 0.6m ³ clear storage space	Heating by means of insulated HW cylinder.	2.0m ² of slatted shelving.

PART 4 - TYPE III QUARTERS

Accommodation	Area	M & E Services	Planning Notes, Special Fittings, etc.
(a)	(b)	(c)	(d)
41 Porch or Lobby	To design	1 light point. Electric door bell.	With easy access and space for pushchairs etc. Front and back doors to be to CPTED standard. (See Annex C)
42 Hall and Pram Space with coat cupboard	To be provided from Net Space (coat cupboard from General Storage Space)	1 light point } per 1 double socket outlet } storey Power source for smoke detectors. Heating - 16.0°C.	Smoke detector to BS 5839 Pt 6 to be fitted in the stairwell at each storey level (To be interconnected). Fixing for safety gate at head and foot of stairs. Telephone point, situated near to socket outlet.
43 Lavatory, WC and basin	To be provided from Net Space	1 light point. Heating - 16.0°C.	Toilet roll holder. Clothes hook. Washbasin with splashback, mirror, shelf, towel rail.

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PART 4 - TYPE III QUARTERS (contd)

(a)	(b)	(c)	(d)
44 Sitting Room with adjoining Dining Room. Each to seat	35.0m ² 8	Sitting Room: 2 light points 4 double sockets Dining Room: 1 light point 2 double sockets Heating - 18.0°C. TV aerial socket.	Focal point electric or gas fire.
45 Study	9.0m ²	1 light point. 2 double sockets. Heating - 18.0°C.	Telephone point.
46a Kitchen	12.5m ²	1 fluorescent light point. 6 double sockets (1 switched for fridge/ freezer & 1 permanently wired for dishwasher). Extractor fan (hood type or wall/window mounted).	Kitchen to have either connecting door or hatch to dining room. Cooker. Towel rail. Plumbing for dishwasher.

OFFICERS' FAMILIES' QUARTERS (contd)**JSP 315****PART 4 - TYPE III QUARTERS (contd)**

(a)	(b)	(c)	(d)
46b Utility	5.0m ²	1 light point. 2 double sockets (1 permanently wired for washing machine & 1 for tumble drier with sockets below work surface, and switch with indicator above). Heating - 16.0 ⁰ C.	May be provided as part of Serial 46a or as a separate room. Plumbing for washing machine & tumble drier. Extract for tumble drier.
47a Bedroom 1	16.5m ²	2 light points 3 double sockets. Heating - 18.0 ⁰ C. TV aerial socket	Full length mirror. Double fitted wardrobe. Telephone point.
47b En -suite Toilet area	3.75m ² Shower, WC and Vanity unit	Illumination -125 lux Supplementary lighting over mirror with shaver socket. Heating - 21.0 ⁰ C.	One fixed seat, two clothes hooks, soap holder, shelf and heated towel rail. Toilet roll holder.
48 Bedroom 2	15.0m ²	2 light points 3 double socket outlets. Heating - 18.0 ⁰ C. TV aerial socket	Full length mirror. Double fitted wardrobe. Telephone point

OFFICERS' FAMILIES' QUARTERS (contd)**JSP 315****PART 4 - TYPE III QUARTERS (contd)**

(a)	(b)	(c)	(d)
49 Bedroom 3	8.5m ²	1 light point. 2 double sockets. Heating - 18.0 ⁰ C. TV aerial socket.	Single fitted wardrobe. Telephone point.
50 Bedroom 4	7.5m ²		As Serial 49.
51 Bathroom	To be provided from Net Space	1 light point. 1 shaver point. High level electric fan heater if required Heating - 21.0 ⁰ C.	Washbasin with splashback, mirror, shelf. Bath with tiling round to full height, soap holder. Independent shower over bath or separate shower cubicle. Heated towel rail. Clothes hook. Wall mounted lockable bathroom cabinet.
52 Separate WC			As Serial 43.
53 Linen/Airing Cupboard	To provide 0.6m ³ of clear storage	Heating by means of insulated HW cylinder	2.0m ² of slatted shelving.

PART 5 - TYPE IV QUARTERS

Accommodation	Area	M & E Services	Planning Notes, Special Fittings, etc.
(a)	(b)	(c)	(d)
54 Porch or Lobby	To design	1 light point. Electric door bell.	With easy access and space for pushchairs etc. Front and back doors to be to CPTED standard. (see Annex C)
55 Hall and Pram Space with coat cupboard	To be provided from Net Space (coat cupboard from General Storage Space)	1 light point } per 1 double socket outlet } storey Power source for smoke detectors. Heating - 16.0°C.	Smoke detector to BS 5839 Pt 6 to be fitted in the stairwell at each storey level (To be interconnected). Fixing for safety gate at head and foot of stairs. Telephone point, situated near to socket outlet.
56 Lavatory, WC and basin	To be provided from Net Space	1 light point. Heating - 16.0°C.	Toilet roll holder. Clothes hook. Washbasin with splashback, mirror, shelf, towel rail.

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PART 5 - TYPE IV QUARTERS (contd)

(a)	(b)	(c)	(d)
57 Sitting Room with adjoining Dining Room. Each to seat	33.5m ² 8	Sitting Room: 2 light points 4 double sockets Dining Room: 1 light point 2 double sockets Heating - 18.0°C. TV aerial socket.	Focal point electric or gas fire. Telephone point.
58a Kitchen	11.5m ²	1 fluorescent light point. 6 double sockets (1 switched for fridge/ freezer & 1 permanently wired for dishwasher). Extractor fan (hood type or wall/window mounted).	Kitchen to have either connecting door or hatch to dining room. Cooker. Towel rail. Plumbing for dishwasher.
58b Utility	5.0m ²	1 light point. 2 double sockets (1 permanently wired for washing machine & 1 for tumble drier with sockets below work surface, and switch with indicator above). Heating - 16.0°C.	May be provided as part of Serial 58a or as a separate room. Plumbing for washing machine and tumble drier. Extract for tumble drier.

OFFICERS' FAMILIES' QUARTERS (contd)**JSP 315****PART 5 - TYPE IV QUARTERS (contd)**

(a)	(b)	(c)	(d)
59a Bedroom 1	15.5m ²	2 light points. 3 double sockets. Heating - 18.0°C. TV aerial socket.	Full length mirror. Double fitted wardrobe. Telephone point.
59b En -suite Toilet area	3.75m ² Shower, WC and Vanity unit	Illumination -125 lux Supplementary lighting over mirror with shaver socket. Heating - 21.0°C.	One fixed seat, two clothes hooks, soap holder, shelf and heated towel rail. Toilet roll holder.
60 Bedroom 2	14.5m ²	1 light point 3 double sockets. Heating - 18.0°C. TV aerial socket.	Full length mirror. Double fitted wardrobe. Telephone point.
61 Bedroom 3	8.5m ²	1 light point. 2 double sockets. Heating - 18.0°C. TV aerial socket.	Single fitted wardrobe. Telephone point
62 Bedroom 4	7.5m ²		As Serial 61.

OFFICERS' FAMILIES' QUARTERS (contd)**JSP 315****PART 5 - TYPE IV QUARTERS (contd)**

(a)	(b)	(c)	(d)
63b Bathroom	To be provided from Net Space	1 light point. 1 shaver point. High level electric fan heater if required Heating - 21.0 ⁰ C.	Washbasin with splashback, mirror, shelf. Bath with tiling round to full height, soap holder. Independent shower over bath or separate shower cubicle. Heated towel rail. Clothes hook. Wall mounted lockable bathroom cabinet.
64 Separate WC			As Serial 56.
65 Linen/Airing Cupboard	To provide 0.6m ³ clear storage space.	Heating by means of insulated HW cylinder.	2.0m ² of slatted shelving.

PART 6 - TYPE V QUARTERS

Accommodation	Area	M & E Services	Planning Notes, Special Fittings, etc.
(a)	(b)	(c)	(d)
66 Porch or Lobby	To design	1 light point. Electric door bell.	With easy access and space for pushchairs etc. Front and back doors to be to CPTED standard. (see Annex C)
67 Hall and Pram Space with coat cupboard	To be provided from Net Space (coat cupboard from General Storage Space)	1 light point } per 1 double socket outlet } storey Power source for smoke detectors. Heating - 16.0°C.	Smoke detector to BS 5839 Pt 6 to be fitted in the stairwell at each storey level (To be interconnected). Fixing for safety gate at head and foot of stairs. Telephone point, situated near to socket outlet.
68 Lavatory, WC and basin	To be provided from Net Space	1 light point. Heating - 16.0°C.	Toilet roll holder. Clothes hook. Washbasin with splashback, mirror, shelf, towel rail.

OFFICERS' FAMILIES' QUARTERS (contd)
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PART 6 - TYPE V QUARTERS (contd)

(a)	(b)	(c)	(d)
69 Sitting Room with adjoining Dining Room. Each to seat	31.5m ² 6	Sitting Room: 2 light points 4 double sockets Dining Room: 1 light point 2 double sockets Heating - 18.0°C. TV Aerial socket.	Focal point electric or gas fire. Telephone point
70a Kitchen	10.5m ²	1 fluorescent light point. 6 double sockets (1 switched for fridge/ freezer & 1 permanently wired for dishwasher). Extractor fan (hood type or wall/window mounted).	Kitchen to have either connecting door or hatch to dining room. Cooker. Towel rail. Plumbing for dishwasher.
70b Utility	5.0m ²	1 light point. 2 double sockets (1 permanently wired for washing machine & 1 for tumble drier with sockets below work surface, and switch with indicator above). Heating - 16.0°C.	May be provided as part of Serial 70a or as a separate room. Plumbing for washing machine and tumble drier. Extract for tumble drier.

OFFICERS' FAMILIES' QUARTERS (contd)**JSP 315****PART 6 - TYPE V QUARTERS (contd)**

(a)	(b)	(c)	(d)
71a Bedroom 1	15.0m ²	2 light points. 3 double sockets. Heating - 18.0 ⁰ C. TV Aerial socket.	Full length mirror. Double fitted wardrobe. Telephone point
71b En -suite Toilet area	3.75m ² Shower, WC and Vanity unit	Illumination -125 lux Supplementary lighting over mirror with shaver socket. Heating - 21.0 ⁰ C.	One fixed seat, two clothes hooks, soap holder, shelf and heated towel rail. Toilet roll holder.
72 Bedroom 2	13.5m ²	1 light point. 3 double sockets. Heating - 18.0 ⁰ C. TV Aerial Socket.	Double fitted wardrobe. Telephone point
73 Bedroom 3	7.5m ²	1 light point. 2 double sockets. Heating - 18.0 ⁰ C. TV Aerial socket.	Single fitted wardrobe. Telephone point.

PART 6 - TYPE V QUARTERS (contd)

(a)	(b)	(c)	(d)
74 Bathroom with WC	To be provided from Net Space	1 light point. 1 shaver point. High level electric fan heater if required. Heating - 21.0°C.	Washbasin with splashback, mirror, shelf. Bath with tiling round to full height, soap holder. Independent shower over bath or separate shower cubicle. Heated towel rail. Clothes hook. Wall mounted lockable bathroom cabinet. Toilet roll holder.
75 Linen/Airing Cupboard	To provide 0.6m ³ clear storage Space	Heating by means of insulated HW cylinder.	2.0m ² of slatted shelving.

OFFICERS' FAMILIES' QUARTERS (contd)**JSP 315****OFFICIAL SERVICE RESIDENCES (OSRs)****ANNEX A**

Where it is necessary to provide an OSR for an entitled Senior Officer, certain increments to the appropriate Type I or II Scale may be authorised as shown below. The extent of the increments to be applied is to be assessed against the requirements of each individual appointment based on the anticipated level of official entertainment to be provided.

(a)	(b)	(c)	(d)
A1 Sitting Room with Dining Room to seat (persons)	5.0m ² for each additional seat over 12.(over 10 for Type II)	As Serial 14, with additional light points as required.	
A2 Kitchen	5.0m ² for every 6 seats or part thereof provided at A1 above.	As Serial 16a.	
A3 Staff Room	1.0m ² per additional person over six where more than six people are regularly on duty in support of entertainment	As Serial 16c.	Staff Room of 10.0m ² already provided for Type I OFQ. Serial 16c will also apply to a Type II OSR. Clothing Lockers as required.
A4 Staff WC			Staff WC of 6.0m ² already provided for Type I OFQ. Serial 16d will also apply to a Type II OSR.
A5 Staff Shower	3.0m ²	Illumination - 125 lux Heating - 18.5 ⁰ C. Water Supply - hot and cold.	Fixed seat, 2 clothes hooks, soap holder, shelf and towel rail.

OFFICERS' FAMILIES' QUARTERS (contd)**JSP 315****OFFICIAL SERVICE RESIDENCES (OSRs) (contd)****ANNEX A (contd)**

(a)	(b)	(c)	(d)
A6 Double Bedroom with en-suite WC, washbasin and shower	16.5m ²	As Serial 17.	As Serials 17 and 19.
A7 Single Bedroom with en-suite WC, washbasin and shower	11.0m ²	As Serial 21.	As Serials 19 and 21. To provide accommodation for ADCs etc.

OFFICERS' FAMILIES' QUARTERS (contd)
JSP 315
PROVISION OF WHITE GOODS AT PUBLIC EXPENSE (WORKS)
ANNEX B

OFQ TYPE	LOCATION	REFRIGERATOR (a) (litres)	DEEP FREEZE (a) (litres)	REMARKS
OSR (h)	UK, NW Europe, Gibraltar	284	340	(a) Quantity usually 1.
	Cyprus	454	490	(b) Combined fridge/freezer
I	UK, NW Europe	227	227	(c) Also applies to hirings and BDF
II	UK, NW Europe, Gibraltar,	227	-(g)	(d) Brig/Col or equivalent in command
	Belize (c), Falklands	227	340	(e) Not applicable to Gibraltar
	Cyprus	399(b)		(f) Kenya - all hirings 227ltr refrigerator
III	UK (d), NW Europe (d), Gibraltar	227	-(g)	(g) Saxa Vord - all quarters 200ltr freezer
	Belize(c), Falklands, Nepal	170	340	(h) A washing machine and a tumble drier are provided for OSRs and JS/3 quarters
	Cyprus	339(b)		
IV/V	Gibraltar	170	-(g)	(j) A washing machine is provided for quarters at BATUS and Goose Bay under DAS arrangements
	Belize(c), Falklands, Nepal	170	340	
	Cyprus	284(b)		

CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN

ANNEX C

C1. Front Door. To PAS 24 standard, fitted with a 5-lever mortise deadlock with boxed staple supported with a Night latch, both of which conform to BS3621. A door viewer should be fitted (Not required with unobscured glazing) along with a door chain or door limiter. Glazed panels, in and adjacent to external doors, must be laminated, (outer pane to a minimum of 6.4mm thickness), and securely fixed in accordance with GGF guidelines.

C2. Rear Door. **Must** meet the same physical standards as the front door. Additionally a multi point locking system with three or more deadbolts/hook bolts or combination thereof. The standard for all lock cylinders is BS EN 1303 Grade 3 incorporating anti-drill and pick resistant. Glazed panels, in and adjacent to external doors, must be laminated, (outer pane to a minimum of 6.4mm thickness), and securely fixed in accordance with GGF guidelines.

C3. Patio Doors. Patio door locks at the top and bottom of the opening section of the patio door. There should be a minimum of three locking points. The lock should comply with BS EN 1303 Grade 3. The patio doors should be fitted with an anti lifting device to prevent the opening door being lifted and removed. Glazed panels must be laminated, (outer pane to a minimum of 6.4mm thickness), and securely fixed in accordance with GGF guidelines.

C4. Double French Doors. A multi-point dead locking system with three or more deadbolts/hook bolts or combination thereof. Flush bolts may be fitted to the leading edge of the first closing door as an alternative to mortice security bolts. Locks must be to BS EN 1303 Grade 3, incorporating anti-drill and pick resistance. Glazed panels must be laminated, (outer pane to a minimum of 6.4mm thickness), and securely fixed in accordance with GGF guidelines
