

SCALE 43
NAAFI FAMILIES SHOP AND MESSING STORE (BRITISH FORCES GERMANY)

1 This scale is to be read in conjunction with Scales 1, 17, 40, 47, and 51. It relates to self-service Families Shops designed to serve 50 or more entitled families and to Messing Stores catering for the single element of units in excess of 100 all ranks. For units with a single element of 100 or less, arrangements will be made for messing requirements to be obtained from the Families Shop, for which no increase in scale is allowed.

2 Areas for Families Shops are to be based on the total families quarter entitlement authorised for all ranks, including accredited civilians where applicable. Areas for messing stores are to be based on 100% of the single element of the establishment.

3 The Families Shop and Messing Store will normally be combined and sited in relation to the families quarters area. Where due to exceptional circumstances, the Families Shop cannot be sited within reasonable distance of all families quarters, the provision of a supplementary shop for the excluded quarters will be considered.

4 The main types of shops with ranges stocked are:

a TYPE A. Full range of groceries, provisions, bakery products, meat, fruit and vegetables, beer, liquors and minerals, cigarettes and tobacco, full range of durable goods, standard clothing, footwear and drapery, plus fashion clothing and footwear.

b TYPE B. As for Type A except that fashion clothing and footwear are not stocked and the range of durable goods is limited.

c A third category of shop may be provided as a foodhall whose sales and stores areas are restricted to Serials 16 and 17.

d A butchery is normally incorporated with a type 'A' shop but exceptionally may be located with a type 'B' shop.

5 Each shop serves a dependency within a main catchment area agreed by HQ British Forces Germany and HQ NAAFI (ES). The scaled provision for a family to shop is met once only except in respect of durable goods where the entitlement is shared between a type A shop and a type B shop.

6 Where necessary for the provision of an efficient service an agreed number of staff quarters may be provided. The standard of accommodation is to be as laid down in Scale 51 and the following conditions are to be met:

a Quarters for the manager and chargehand, normally to be attached or adjacent to the shop/store, are to be planned to permit the simple conversion to a flat to accommodate a man and wife as manager and assistant manager or chargehand.

b Female staff sleeping accommodation is to be provided with, and in addition to, that authorised for the social club staff.

c Dining facilities for male and female staff are to be provided in the staff dining room in the social club.

d Where distance and circumstance render this arrangement impracticable, dining and sitting room facilities are to be provided with the shop to the scale authorised for the social club staff.

7 The building is to be made adequately secure for its purpose. This will normally be achieved by the installation of a suitable burglar alarm linked to the Guard House. In certain circumstances and where requested or agreed by NAAFI, constructional security measures may be taken in lieu of a burglar alarm system. This would normally entail the provision

of security locks or sliding metal grilles on all external doors, entrances and external display windows, and security bars on all external windows and roof lights. Extra protection is to be provided for areas of high risk; i.e. secure stores for valuable durables, wines/spirits and tobacco area.

8 In areas where food is handled, the walls, floors and ceiling finishes are to be dust-free and hygienic. Electrically operated insect killers may be provided in food preparation areas, including butcheries.

9 M & E installations in public areas.

a Particular attention should be paid to those areas open to the public where heavy demands are placed upon air freshness and air movement during periods of peak shopping. Maximum benefit should be derived from natural ventilation supplemented by local mechanical extract.

b Lighting should be designed to produce a low glare factor and be in keeping with the architectural styling for the shop display area.

c During silent hours and non-shopping periods separate arrangements should be considered to maintain a satisfactory internal environment so that stocks do not suffer deterioration caused by extremes of temperature or humidity.

10 The list of shop fittings and ancillary items which may be provided under the works service on an as required basis is in Annex A.

11 Emergency lighting may be provided as required by local regulations.

12 - 20 Spare

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Accommodation	Area		M & E Services	Planning Notes, Special Fittings, etc.
(a)	(b)		(c)	(d)
21 Entrance/Draught Lobby	Approx. No of		Illumination - 175 lux Heating - 16.0 ⁰ C. Heating units to be positioned to protect checkout operators from draughts.	To be lockable. With approach ramp for prams, wheelchairs and pushchairs. Doors to be wide enough to admit double buggy.
No of families	m ²	Pram Spaces		
Up to 50	9.0	2		
51 - 150	11.0	4		
151 - 200	14.0	6		
201 - 250	16.0	8		
251 - 350	20.0	10		
351 - 500	23.0	12		
501 - 600	27.0	14		
601 - 800	31.0	16		
801 -1000	36.0	18		
1001 -1200	40.0	20		
1201 -1400	45.0	22		
1401 -1600	50.0	24		

(a)	(b)	(c)	(d)
22 Foodhall	<p>48.0m² plus 0.52m² per family Minimum area 85.0m² Checkout counters: Up to 200 families - Two (included in above area) 201 - 350 families - 3 351 - 500 families - 4 Over 500 families - Add 1 checkout counter for every additional 250 families or part thereof, at 9.0m² per checkout.</p>	<p>Illumination - 500 lux warm white fluorescent strip lighting. Supplementary lighting over cash registers and for display windows where required Electric Power - Separately fused supply, single or 3 phase, 380V, as required to all items of powered equipment, display fittings and external signs, to be agreed with NAAFI. Heating - 18.5°C.</p>	<p>Division between foodhall and Support Store should be demountable partition fixed from floor to ceiling, which must provided a minimum 1 hour fire resistance. High level windows, capable of opening, with remote opening capability. Self-service fittings and ancillary items as required (see Serial 10). Condensing units are to be sited outside the building and suitably protected (Housing of the units is to be provided out of area addition). Display refrigeration is to be provided as detailed at Annex B.</p>

(a)	(b)	(c)	(d)
23 Shop Support Store	80% of Serial 22 excluding area for additional checkout counters. Additional storage to support Serials , and to be dealt with separately.	Illumination - 215 lux Electric Power -Separately fused supply, single or 3 phase 380V as required, to all items of powered equipment to be agreed with NAAFI. Heating - 13.0 ⁰ C. If area is sub-divided, the beer store and provision room are to have frost protection only.	May be sub-divided to provide lock-up stores; beer store with cooling plant if required and provision room. High level windows. Shelving, racking, duckboards/pallets binning and work benches as required. Storage refrigeration is to be provided as detailed at Annex C.
24 Preparation Room	10% of Serial 22 Minimum area 11.0m ²	Illumination - 150 lux Electric Power - 220V, 10A, 2 pin and earth SCHUKO socket outlets for pre-packing bench as required. Heating - 13.0 ⁰ C Supplementary overhead radiant heating over pre-packing benches. Water Supply - Hot and cold.	Tiled floor; tiled wall to height of 2m. Stainless steel sink. Wash basin, electric hand drier. Benching for pre-packing.

(a)	(b)	(c)	(d)
<p>25 Messing Store</p> <p>a Messing Issues</p> <p>b Lock-Up Store</p>	<p>0.1m² per person in the Single element to be added to the area entitlement under Serial 17, when combined with the Families Shop. Where the Messing Store is located separately, the minimum area is to be 180.0m² including the facilities below.</p> <p>Within above area.</p> <p>Within above area; 2.3m² plus 0.1m² per person; minimum area 9.3m².</p>	<p>Illumination - 150 lux</p> <p>Electric Power - Separately fused supply, single or 3 phase 380V, as required for refrigeration equipment, when fitted.</p> <p>Heating - 13.0⁰C for messing issues, frost precautions only for lock-up store and provisions room. Supplementary overhead heating if required for permanent work positions.</p> <p>Water Supply - Hot and cold.</p>	<p>External access for vehicles. Separate vehicle access/exit for messing vehicles. High level windows. Shelving, metal racking, duckboards/ pallets, benching and binning as required. Storage refrigeration will be provided as under:</p> <p>a Deep freeze storage: to be provided in the form of a cell - minimum area 4.2m³ for up to 500 persons in single element. Add 0.5m³ for each additional 500 or part thereof. Operating temperature -21⁰C to -18⁰C.</p> <p>b Lock up store; no external windows. Ventilation by air brick, high and low level. Door to be metal lined on store side. Metal racking as required.</p>

(a)	(b)	(c)	(d)
25 contd c Provision Room	Within above area; 2.8m ² plus 0.01m ² per person; minimum area 7.4m ² .		c Provisions storage: to be provided in the form of a cell - minimum area 4.2m ³ for up to 500 persons in single element. Add 0.5m ³ for each additional 500 or part thereof. Operating temperature: +1 ⁰ C to +3 ⁰ C. Counter length as required, flap and gate minimum width 1.1m. Provision room to be sited so as to obviate solar gain, otherwise to be heat insulated. Tiled floor; tiled wall to height of 2.0m. Free standing bench, wash basin, electric hand drier.
26 Butchery Prep and storage area normally provided at Type A shops only	13.9m ² plus 0.1m ² per family served by Type A shop plus 0.033m ² per family served by Type B shops in catchment area Minimum area 69.7m ² Maximum area 120.0m ²	Illumination - 350 lux warm white fluorescent strip lighting. Electric Power - 220V, 10A, 2 pin and earth SCHUKO socket outlets as required; separately fused supply	Walls to be tiled in white ceramic glazed tiles to a minimum height of 2.0m. Tiled floors laid to falls to gullies, with coved tile skirtings. Windows to be flyproof. Solid screen behind

(a)	(b)	(c)	(d)
26 contd		<p>single or 3 phase 380V as required, to all items of power equipment as agreed with NAAFI.</p> <p>Heating - 13.0⁰C</p> <p>Water Supply - Hot and cold.</p>	<p>meat display cabinets 2.0m high with access to Prep Area. Heights and clearances to be sufficient to allow the handling of sides of beef.</p> <p>Double stainless steel sink and draining board. Sink to be large enough to permit steel trays 0.7 x 0.4 x 0.2m to be fully immersed. Mincing machine. Wash basin, hot water standpipe/drain, electric hand drier, weighing table, cutting table, and mincer table to lengths as required. Carcass table, and cutting block for each butcher. Light duty hanging rails, heavy duty hanging rails at minimum height of 2.0m</p> <p>Storage refrigeration to be provided in the form of cells to scale as under:</p>

(a)	(b)	(c)	(d)
26 contd			<p>a Frozen storage - For each family (including those served by Type B shops in catchment area) up to 1000, 0.014m³; minimum area 8.5m³. For each family over 1000, 0.007m³ Operating temperature: -20⁰C to -18⁰C</p> <p>b Fresh meat storage - For each family up to 1000, 0.016m³; minimum area 11.33m³ For each family over 1000, 0.008m³ Operating temperature: -2⁰C to 0⁰C.</p>
27 Durable Goods Type A Shop	Minimum area 36.0m ² 0.2m ² per family served by Type A shop plus 0.05m ² per family served by Type B shops within catchment area 0.18m ² per family in dependency	<p>Illumination - 500 lux warm white fluorescent strip lighting. Supplementary lighting for display windows if required.</p> <p>Electric Power - One 220V, 10A, 2 pin and earth</p>	<p>Shop fittings and ancillary items as required.</p> <p>High level window, capable of opening, with remote opening capability.</p> <p>Division between sales area and support store, (Serial 22)</p>

(a)	(b)	(c)	(d)
27 contd Type B Shop	0.18m ² per family in dependency	SCHUKO socket outlet for every 3.0m run of counter for display lighting, one 220V, 10A, 2 pin and earth SCHUKO socket outlet to every 12m run of wall. Separately fused supply, single or 3 phase 380V as required to all items of powered equipment and display fittings as agreed with NAAFI. Heating - 18.5 ⁰ C	may be a demountable partition fixed from floor to ceiling which must provide a minimum of one hour fire resistance.
28 Durable Goods Store	10% of sales area (Serial 27) Minimum Area 10.0m ²	Illumination - 225 lux Electric Power - One 220V, 10A, 2 pin and earth SCHUKO socket outlet. Heating - 13.0 ⁰ C.	Metal racking. Duckboards/pallets as required. Free-standing work bench. High level windows, capable of opening, with remote opening capability.
29 Clothing, Footwear and Drapery	0.18m ² per family in dependency		See Serial 27.

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(a)	(b)	(c)	(d)
30 Fashion Clothing and Footwear (Type A shops only)			See Serial 27.
31 Clothing Store	10% of Total clothing Sales Area (Serials 29 and 30 as applicable) Minimum area 10.0m ²		See Serial 28

32 Offices	Refer to Scale 45.	Illumination - 350 lux Electric Power - Two 220V, 10A, 2 pin and earth SCHUKO sockets for each occupant. Heating - 18.5 ⁰ C Internal and external lighting panel(s) to be sited in or near to the manager's office.	Separate office facilities to be provided for each department (as applicable) and to be planned in association with those departments. Where the Messing Store is not located with the Families Shop, offices may be at each location. Glazed hatches as required. Foodhall Office(s); floor level to be 0.5m above shop floor level, partition wall to be clear glazed 1.5m from floor. Offices to be sited to afford natural ventilation and light where possible. Secured safe (NAAFI supply).
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(a)	(b)	(c)	(d)
33 Customer Toilet Area for Families Shop only.	One WC and one wash basin for each sex.		Refer to Scale 1 Annex B. Leading off main shop entrance.
34 Staff Toilets			Refer to Scale 1 Annex B. Leading off respective restrooms.

<p>35 Staff Changing and Rest Rooms (Male and Female)</p>			<p>Refer to Scales 40 and 47. Independent external access required. Sink accessible from both rest rooms. One locker (NAAFI Supply) for each staff member. Mirror in each rest room. When the Messing Store is not located with the Families Shop, rooms are to be provided at each location to scale.</p>
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(a)	(b)	(c)	(d)
36 Yard with	Not to be provided out of area addition. The requirements may vary between a minimum of 100m ² and a maximum of 200m ² includes the requirements at a - f below.	Illumination - 100 lux for outbuildings and covered loading bay, 10 lux for yard. Electric Power - supply for Baling Press if required. Bell Push to communicate from entrance to office (Serial 26). Water Supply - Cold.	Yard to have minimum width of 3.7m, vehicle access and lockable gates, with 4.0m headroom clearance and covered loading bay. Access to the yard from service road must allow sufficient room to manoeuvre for a vehicle with a 27m diameter turning circle.
a Oil Store	4.6m ²		a. Double doors: racking as required.
b Gas Cylinder Store	4.6m ²		b. Metal racking as required. Refer to JSP 319 JS Safety Regs for Storage and Handling of LPG.
c Matches Store	4.6m ²		d. Lockable and entered off yard. To include area for packing material.
d Empties store			e. Covered compound for refuse bins with flyproof doors, raised concrete floor and nearby standpipe for hose connection.
0 - 200 families	9.3m ²		f. Baling press and/or refuse compressor NAAFI supply
201 - 300	15.6m ²		
301 - 400	21.9m ²		
401 - 500	28.5m ²		
501 - 600	34.8m ²		
601 - 700	41.1m ²		
701 - 800	47.4m ²		
801 - 900	53.7m ²		
901 and over	60.0m ²		
e Refuse Area (including space for skip where necessary)			
f Covered space for baling press or refuse compressor			

(a)	(b)	(c)	(d)
37 Car Park			The number of car parking spaces at any one shop will be within a maximum of 10% of the number of families in its dependency. The car park will be near the shop entrance.
38 Calorifier Room (if Required)			Refer to Scale 1 Annex B
39 Cleaners Room			Refer to Scale 1 Annex B

SHOP FITTINGS AND ANCILLARY ITEMS PROVIDED UNDER THE WORKS SERVICE (SERIAL 10)

ANNEX A

Check Out	Gondola Unit - Half, Durables	Ancillary - Barrier Rail Assembly
Check Out - Return Panel and Door	Gondola Unit - Durables	Ancillary - Trolley Return
Check Out - Moving Belt	Gondola Unit - Durables/Gifts	Ancillary - Bag Rack
Wall Unit - Grocery	Gondola Unit - Half, General/Grocery	Ancillary - Turnstile
Wall Unit - Fruit and Vegetables	Gondola Unit - General/Grocery	Ancillary - Shelf Bin
Wall Unit - Confectionery	Gondola Unit - End, General/Grocery	Ancillary - Glass Counter Screen
Wall Unit - Internal Corner, Grocery	Counter - Display	Ancillary - Basket Display Unit Mobile
Wall Unit - External Corner, Grocery	Counter - Tray	Ancillary - Basket Display Unit
Wall Unit - Durables	Counter - Display/Tray	Ancillary - Garment Rail
Wall Unit - Audio	Counter - Solid Top and Front	Ancillary - Suspended Show-case Unit
Wall Unit - Internal Corner, Durables	Counter - Display Solid Top Glass	Ancillary - Base Showcase Unit
Wall Unit - External Corner, Durables	Front	Ancillary - Cupboard Unit
Wall Unit - Greetings Cards	Counter - Display Glass Top and Front	Ancillary - Base Cabinet
Wall Unit - Durables or Gifts	Counter - Fruit and Vegetables	
Wall Unit - Durables or Clothing	Counter - Scales	

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STORAGE REFRIGERATION FOR FOOD HALL

ANNEX B

1 Deep frozen foods - open access cabinets.

Up to 300 families - 8.61m²

301 - 500 - 14.35m²

501 - 700 - 17.23m²

701 -1000 - 22.96m²

more than 1000 - 25.84m²

Operating temperature: -21°C to -18°C

2 Provisions - wall sited open access cabinets, illuminated, shelved super-structure, 100 families or less - 9m² of display area, plus 0.7m² for each additional 100 families or part thereof.

Operating temperature: +3°C to +6°C.

3 Fresh milk - included in Provisions entitlement.

4 Refrigerated meat display

Fresh Meat

Frozen

Up to 200 families 2.8m² 1.5m²

201 - 300 4.3m² 1.5m²

301 - 400 5.6m² 2.0m²

401 - 750 7.0m² 2.0m²

over 750 8.6m² 3.3m²

Operating Temperature -2°C to 0°C -21°C to -18°C

5 Fruit and Vegetable display.

Up to 500 families - 4.0m² plus 0.6m² for each additional 100 families or part thereof. Maximum 8.0m².

Operating temperature as for 2 above.

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STORAGE REFRIGERATION FOR SHOP SUPPORT STORE

1 Deep freeze storage is to be provided in the form of a cell.

Up to 300 families - 4.2m³

301 - 500 - 5.7m³

501 - 700 - 7.0m³

701 - 900 - 8.5m³

901 - 1200 - 10.0m³

Over 1200 - 11.5m³

Operating temperature: -21°C to -18°C

2 Provisions storage is to be provided in the form of a cell.

Up to 100 families - 4.2m³

101 - 300 - 8.5m³

301 - 500 - 11.3m³

ANNEX C

501 - 700 - 12.7m³

700 - 900 - 14.2m³

901 - 1200 - 15.7m³

Over 1200 - 17.2m³

Operating temperature: +1°C to +3°C.

Milk entitlement is included in 2 above.

See Serial 24 for Messing Store.

3 Meat Storage - Type B shops (entitlement for Type A shops is included in Serial 25). To be provided in the form of a vertical reach-in cabinet on a scale of 0.002m³ per family to be served. Minimum area 0.6m³.

Operating temperature: -2°C to 0°C
