

**SCALE 42**  
**NAAFI FAMILIES SHOP AND MESSING STORE (OVERSEAS EXCEPT 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. Messing Stores will not be provided for the Royal Navy.

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 areas, including storage areas, authorised herein will apply to temperate and sub-tropical areas. In tropical areas, the Families Shop, excluding storage areas, but including the messing lobby and office, will be increased by 20% or be fully air conditioned.

4 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.

5 Accommodation for additional shopping services, e.g. butchery, clothing, footwear, and durables will be provided when such services are considered to be essential, and will be subject to MOD approval. The requirement for selling space, preparation, refrigeration, etc for such services will be determined by the type and extent of service to be given.

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 Kitchen, dining and sitting room facilities will be provided to the Social Clubs Scale, Scale 51. In tropical areas, these spaces, except kitchens, will be fully air-conditioned.

c Separate accommodation will be provided for locally engaged staff as required.

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 system 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.

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 - 20 Spare.

**NAAFI FAMILIES SHOP AND MESSING STORE (OVERSEAS EXCEPT GERMANY) (contd)**

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(a)	(b)	(c)	(d)
21 Verandah	To be provided out of area addition	<b>Illumination</b> - 175 lux	With space for perambulators.
22 Foodhall	<p>Basic area of 37.0m<sup>2</sup>.  Up to 200 families -  Add 0.4m<sup>2</sup> per family  201 to 400 families -  Add 0.3m<sup>2</sup> per family  401 families and over - add  0.1m<sup>2</sup> per family  Minimum area 65.0m<sup>2</sup></p> <p>For extra check-out points an additional 7.0m<sup>2</sup> is to be added to the shop area for every 150 families or part thereof, between 200 and 500, and thereafter, 7.0m<sup>2</sup> for every additional 250 families.</p>	<p><b>Illumination</b> - 500 lux warm white fluorescent strip lighting. Supplementary lighting over cash registers and for display windows, where required.  <b>Electric Power</b> - One 13A double socket outlet for every 3.0m run of counter for display lighting. One 13A double socket outlet to every 12.0m run of wall; supply to all items of powered equipment and to external sign, to be agreed with NAAFI.  <b>Heating if necessary</b> - 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. Self-service fittings and ancillary items as required High level windows. Tiled floor. Display refrigeration to be agreed for each location to reflect demand, climate, and supply facilities. Condensing units are to be sited outside the building and suitably protected (Housing of the units is to be provided out of area addition).</p>

**NAAFI FAMILIES SHOP AND MESSING STORE (OVERSEAS EXCEPT GERMANY) (contd)**

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(a)	(b)	(c)	(d)
22 Shop Support Store	100% of shop area	<p><b>Illumination</b> - 215 lux</p> <p><b>Electric Power</b> - One 13A double socket outlet to every 12.0m run of wall, 13A socket outlets for pre-packing benching, as required; supply to all items of powered equipment to be agreed with NAAFI. Supplies for cold stores and associated safety equipment.</p> <p><b>Heating</b> if necessary - 13.0°C. Supplementary overhead radiant heating for pre-packing benching. If area is sub-divided, the temperature required in each area is to be specified.</p> <p><b>Water Supply</b> - Hot and cold.</p> <p><b>Air Conditioning</b> - Provision for summer and/or winter in pre-packing area where necessary Ceiling fans, if required.</p>	<p>May be sub-divided to provide lock-up stores e.g. beer store, wines and spirits, cigarettes, provision room.</p> <p>High level windows.</p> <p>Shelving, racking, duckboards/pallets as required.</p> <p>Storage refrigeration to be agreed for each location to reflect demand, climate and supply facilities</p>

**NAAFI FAMILIES SHOP AND MESSING STORE (OVERSEAS EXCEPT GERMANY) (contd)**
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(a)	(b)	(c)	(d)
<p>23 Messing Store, including a Issues Lobby</p> <p>b Storage area (in addition to shop support store)</p>	<p>9.3m<sup>2</sup></p> <p>18.6m<sup>2</sup> for ration strength up to 500, plus 0.9m<sup>2</sup> for each additional 100, all ranks.</p>	<p><b>Illumination</b> - 150 lux</p> <p><b>Electric Power</b> - One 13A double socket outlet to every 18.0m<sup>2</sup> of floor space.</p> <p><b>Heating</b> if necessary - 13.0°C</p> <p><b>Water Supply</b> - Hot and cold.</p>	<p>a. Issues lobby to be 2.5m deep on customers' side.</p> <p>b. Counter 2.5m long including 0.5m flap. Binning as required.</p>
25 Staff Toilet Area	<p>Provided out of area addition</p> <p>Separate toilets for local staff where appropriate.</p>		<p>Leading off respective rest rooms.</p> <p>Refer to Scale 1 Annex B</p>
26 Customer Toilet Area for Families Shop only (To be provided only if facilities are not available in the vicinity).	One WC and one wash basin for each sex.		<p>Leading off main shop entrance. Refer to Scale 1 Annex B</p>
27 Staff Changing and Rest Rooms (Male and Female)			<p>Refer to Scales 40 and 47.</p> <p>Independent external access required. Sink accessible from both rest rooms.</p> <p>One locker (NAAFI Supply) for each staff member. Mirror in each rest room.</p>

(a)	(b)	(c)	(d)
28 Yard, with  a Empties Stores  b Refuse Area  c Incinerator	Not to be provided out of area addition. Maximum area 100m <sup>2</sup>  As required. Minimum area 18.6m <sup>2</sup>  As required.	<b>Illumination</b> - 100 lux for empties stores, refuse area and covered loading bay; 10 lux for yard.  Bell Push to communicate from entrance to office (Serial 24). <b>Water Supply - Cold.</b>	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 27m diameter turning circle. a. Lockable covered lean-to shed entered off yard. b. Covered compound for refuse bins with flyproof doors, raised concrete floor and nearby standpipe for hose connection. c. For disposal of refuse.
29 Car Park			Provision subject to site and cost limitations, within a maximum of 10% of the families strength.
30 Calorifier Room (if Required)			Refer to Scale 1 Annex B
31 Cleaners Room			Refer to Scale 1 Annex B

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