

29	Consulting Rooms	4	12	48		on same floor as Deputies and Advocates				
30	Witness waiting Rooms	2	12	24		on same floor as Deputies and Advocates				
31	Kitchenette coffee/tea)	4	8	32		one kitchenette on every floor				
32	Child Interview Room	1	20	20		must have joined abulation facilities - on same floor as Deputies and Advocates				
33	Storage/Storg Room	10	30	300		one for IT, two for Inventory/Stationery/two for exhibits, three for high profile documents/dockets, two for Corporate Services - one for Finance, one for Supply Chain				
34	Reception Area	4	8	32		one for each floor				
35	Reception Waiting Area	4	8	32		one for each floor				
36	Reproduction/Printing Room	8	12	96		two for each floor				
37	Main Server Room / Switchboard Room	1	10	10						
38	Sub-Server Room	1	8	8						
39	Common Area	4	12	48		one for each of staff occupied floors				
40	Library	1	100	100		Space has to incorporate added books from Deputies libraries -				
41	Document center archive	1	200	200						
42	Document center active / current	1	100	100						
43	Security offices	3	12	36		one for control room, one for an office - must be fitted with gun safes/cell phone safes, one changing room for guards				
44	warehouse / Disposal rooms	2	30	60		one for it equipment, one for old furniture for disposal				
45	Facilities management	3	12	36		one for supervisor and help desk staff, one for staff - fitted with lockers and desks for them to eat their lunch, one office for other on site staff				
46	Toilets					on each floor - male/female and disabled				
47	Delivery Area	1	20	20		To receive inventory / furniture / equipment				
48	Training facilities	2	60	120		2 rooms to accommodate to 40 staff members each - one to be fitted with computers				
49	Canteen	1	120	120		To accommodate at least 80 people at a time				
TOTAL ASSIGNABLE AREA/SCU'S		ASM	3,996.00							
NON ASSIGNABLE AREA (20%)										
CORRIDORS/ENTRANCE HALL/LIFTS/										
COMMON AREAS										
PARKING										
TOTAL NON ASSIGNABLE AREA										
TOTAL GROSS AREA/SCU'S		GSM	4,044.00							

minimum requirements and are necessary for the proper functioning of the office.

Accounting officer: DATE:



N.P.A. OFFICES PIETERMARITZBURG

REHABILITATION OF DPW WORKSHOP FOR **NDPW**



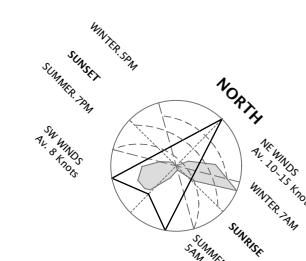
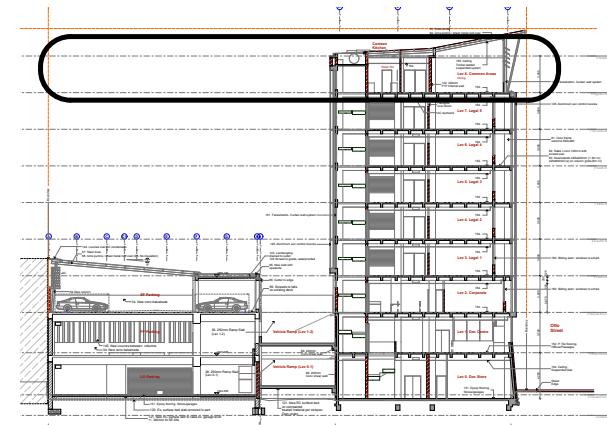
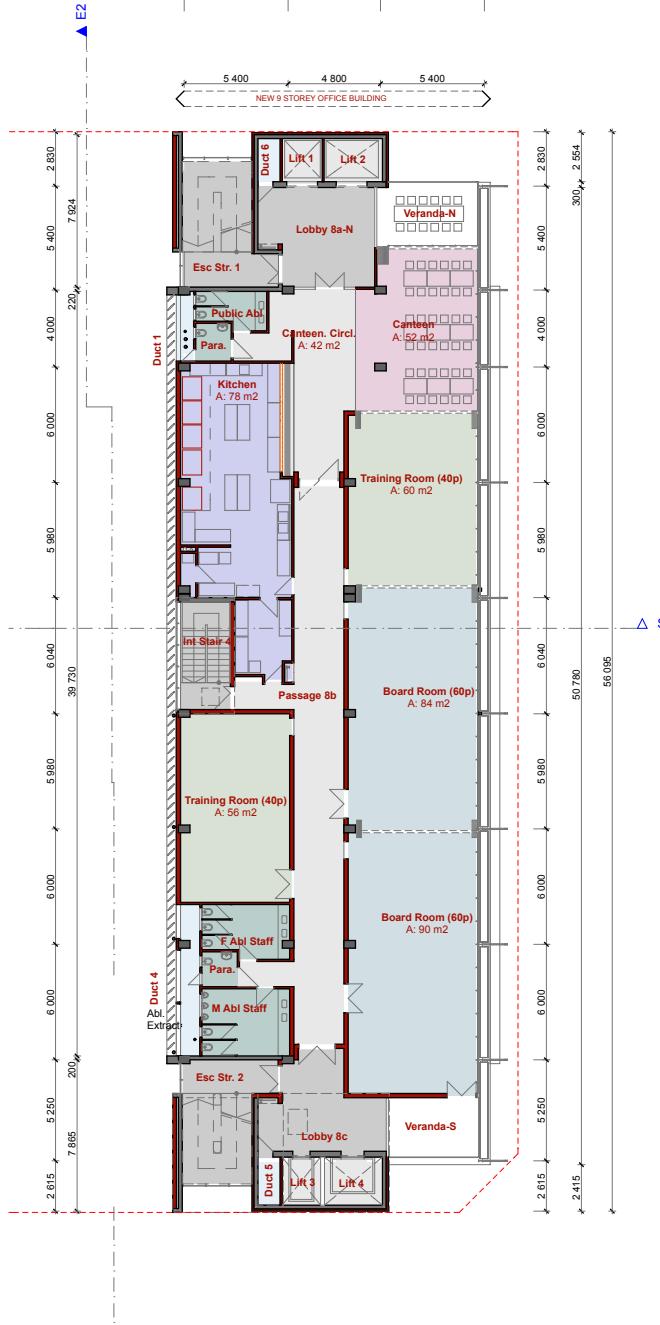
1 SERIAL NO	DESCRIPTION OF SPACE <u>ASSIGNABLE AREA</u>	STAFF	NORM	ASM	SALARY	7				
						REMARKS - REGARDING ARRANGEMENT OF OFFICES				
1	Director of Public Prosecution	1	26	26	15	plus level 9 Secretary to DPP				
2	Deputy Director of Public Prosecution	10	26	260	14	Each Deputy plus level 6 Principal Admin Assistant				
3	Senior Corporate Manager	1	24	24	13	office to be situated in Corporate Services				
4	Corporate Managers	1	24	24	13	office to be situated in Corporate Services				
5	Regional Managers [Risk and Security]	1	20	20	12	To be situated together 3 Risk and Security Specialist				
6	Risk and Security Specialists	3	18	54	12					
7	Senior Maintenance Prosecutor [SCOCA unit]	1	18	18	12	plus 3 SOCA staff and 1 Assistant Manager - to be situated together				
8	Senior State Advocate	30	24	720	12	To be situated with Deputy Directors of Public Prosecution				
9	State Advocate	25	16	400	11					
10	Assistant Librarian	1	16	16	7	Will be situated in library				
11	Regional Communication Officer	1	16	16	10	To be situated with CM in Corporate Services				
12	Regional Labour Relations Officer	1	16	16	10	To be situated with CM in Corporate Services				
13	Administrator Enterprise Performance Management	1	16	16	11	To be situated with CM and Corporate Services				
14	Deputy Manager	3	16	48	9	2 Deputy Managers to be situated with Corporate Manager in Corporate Services, 1 Deputy Manager to be situated in Document Centre				
15	Secretary	1	16	16	9	To DPP				
16	It Support Officer	1	12	12		SITA employee based at NPA offices				
17	Assistant Manager / Supervisor	5	16	80	8	3 Assistant Managers to be situated with Corp Manager in Corporate Services, 1 Assistant Manager to be situated with SOCA, 1 Assistant Manager to be situated with Document Centre				
18	Chief Administrative Assistant	3	12	36	7	To be situated with Corporate Manager in Corporate Services				
19	Principle Administrative Assistant	19	12	228	6	7 PAAs to be situated with CM in Corporate Services, 7 PAAs to be situated with Deputies, 5 PAAs to be situated with Document Centre				
20	Court Preparation Manager	1	18	18	12	To be situated with Legal Staff - Deputies and Advocates				
21	Senior Administrative Assistant	6	12	72	5	2 SAAAs to be situated with CM in Corporate Services and 4 SAAAs to be situated in Document Centre				
22	Administrative assistant	5	12	60	4	2 AAs to be situated with CM in Corporate Services, 3 AAs to be situated in Document Centre				
23	Switchboard Operator	1	12	12	4	To be situated at Reception				
24	Receptionist	1	12	12	4	To be situated at Reception with Switchboard Operator				
25	Messenger	4	8	32	3	To be situated in Document Centre				
	Total	127		2236						
	<u>Other designated space</u>									
26	Boardroom	2	90	180		2 Large boardrooms to accommodate 60 people - 1 on legal services floor, 1 on same floor as Document Centre / Library				
27	Boardroom	2	45	90		2 small board rooms to accommodate 30 people - 1 on same floor as DPP, 1 on same floor as Corporate Services				
28	Function rooms	4	12	48		one next to each boardroom				



N.P.A. OFFICES PIETERMARITZBURG

REHABILITATION OF DPW WORKSHOP FOR **NDPW**

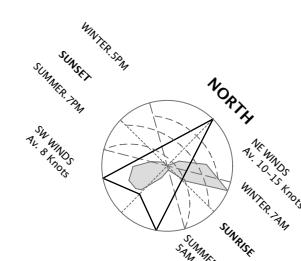
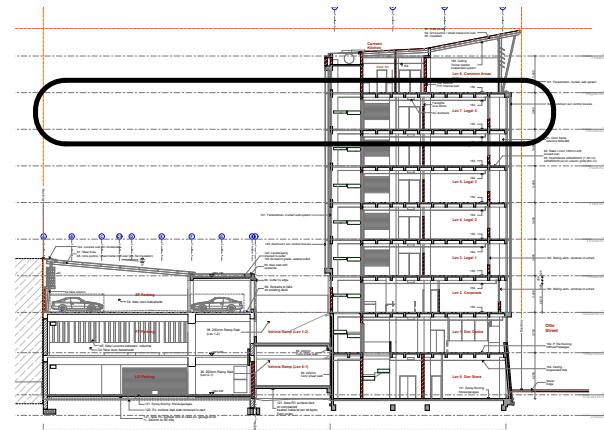
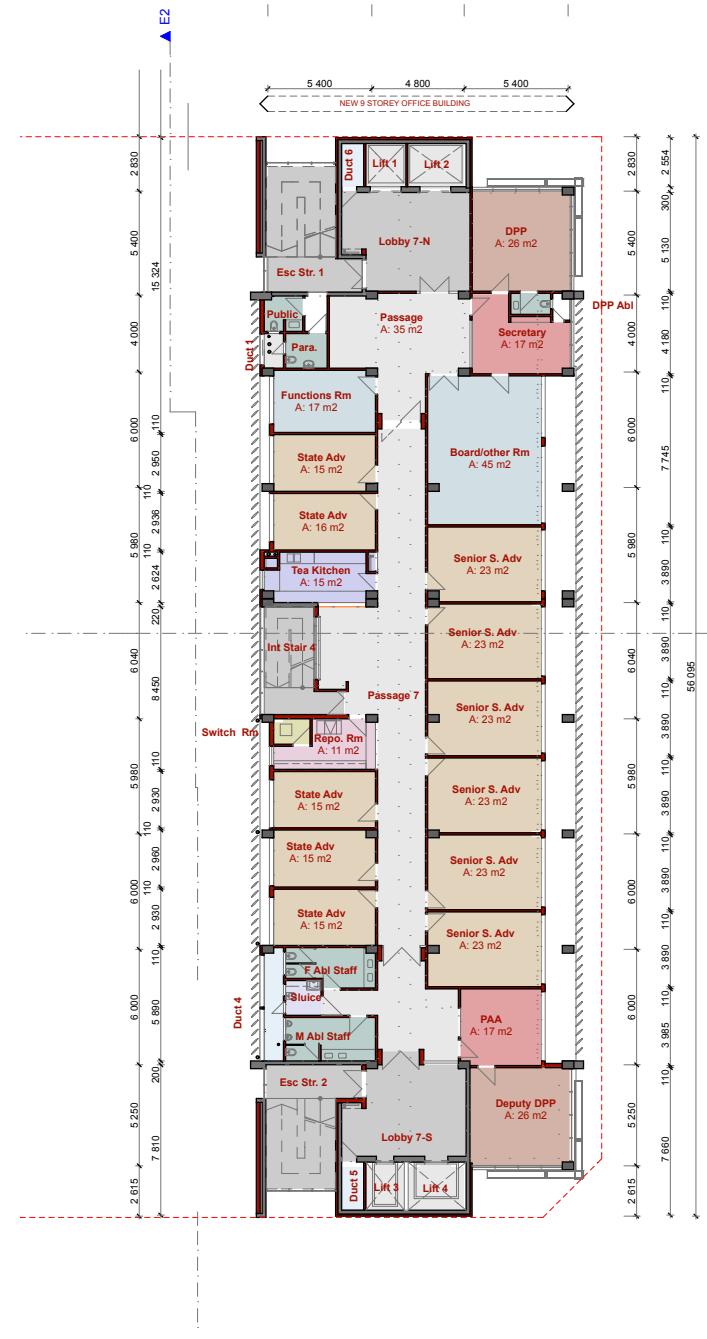




Level 8

EIGHTH FLOOR COMMON SPACES

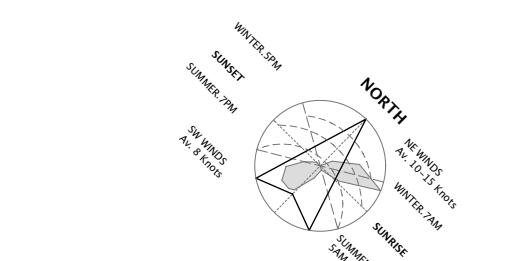
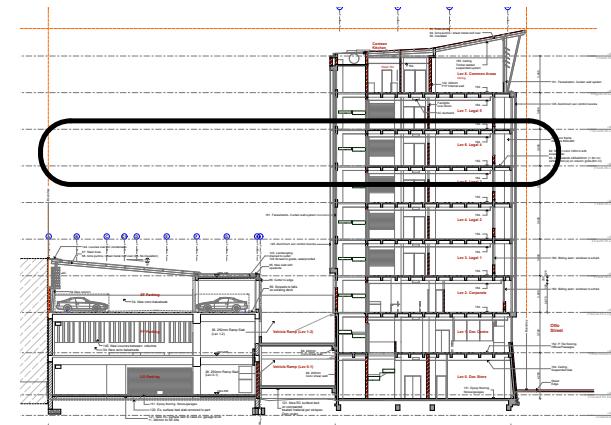




Level 7

SEVENTH FLOOR LEGAL 5



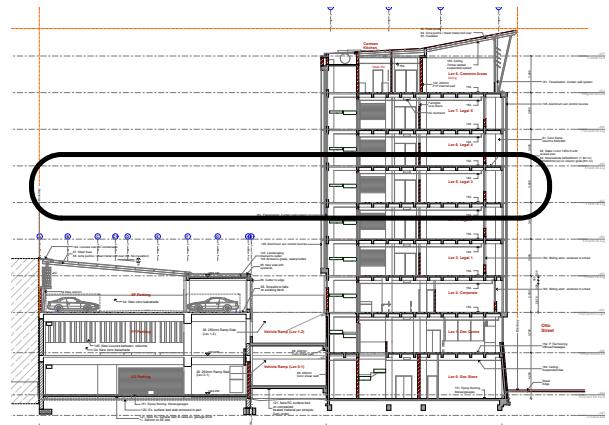
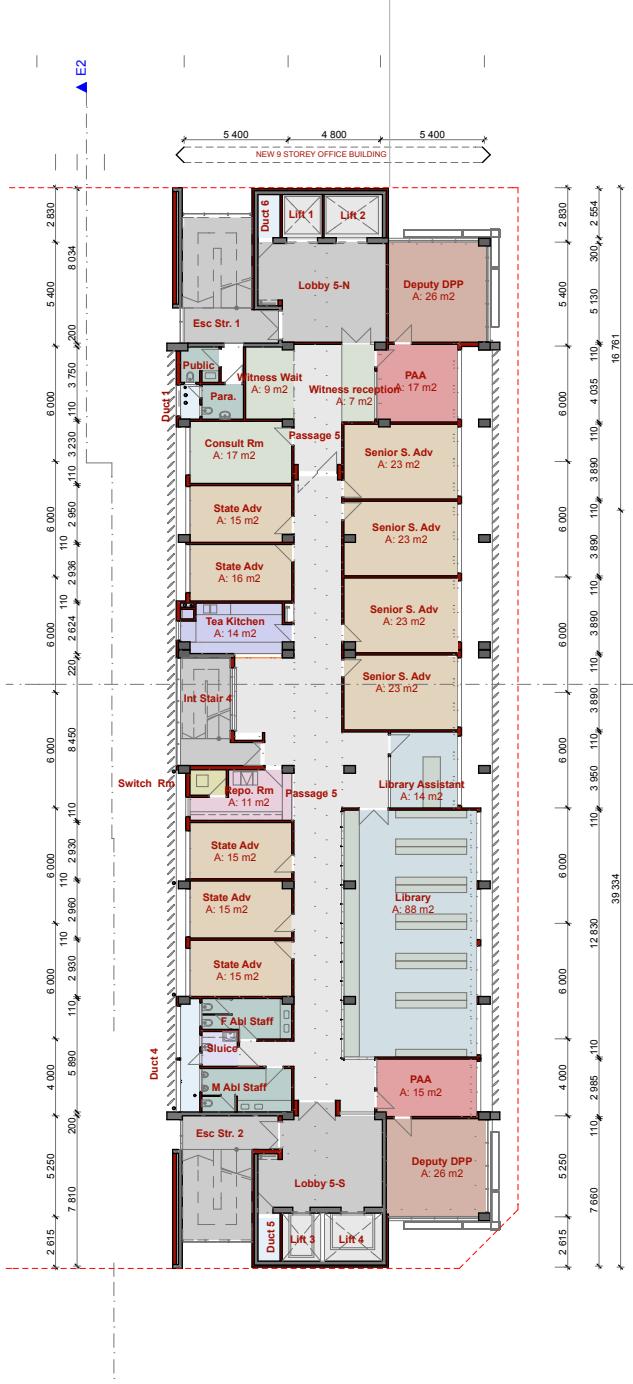


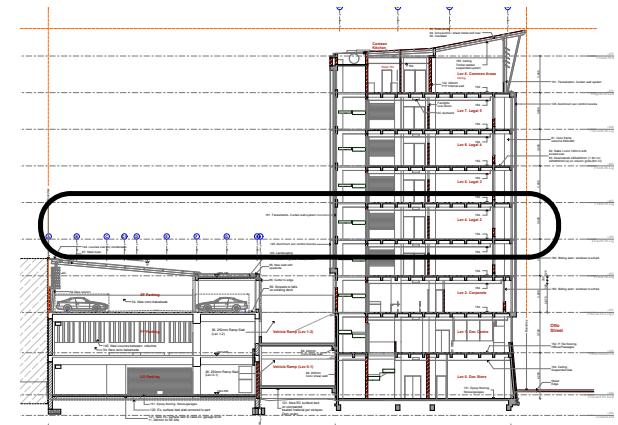
Level 6

SIXH FLOOR

LEGAL 4

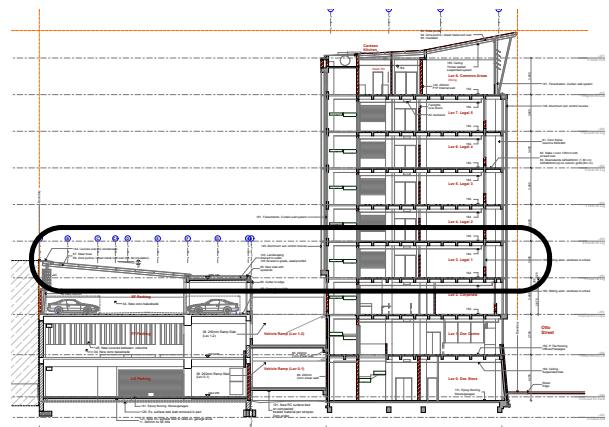
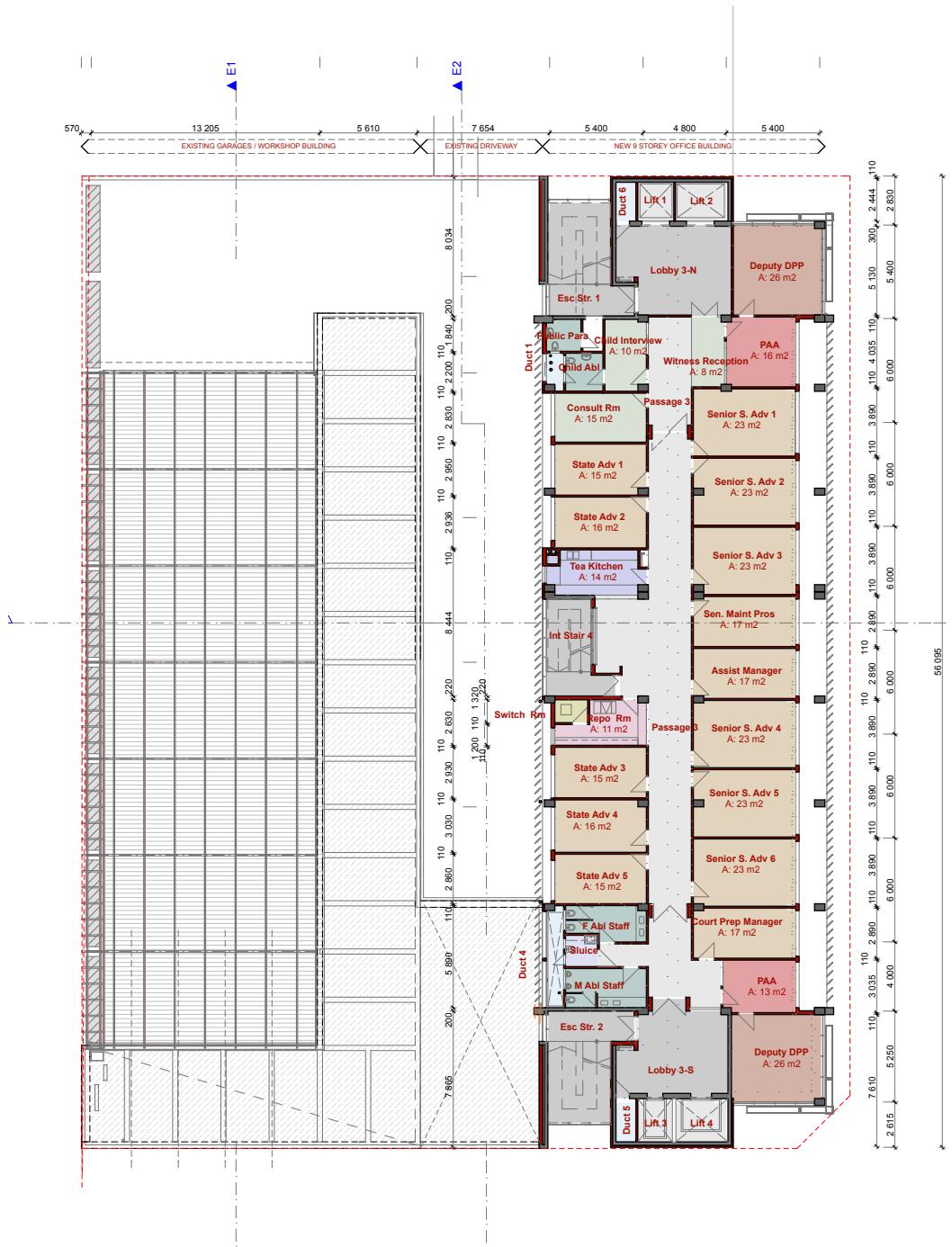






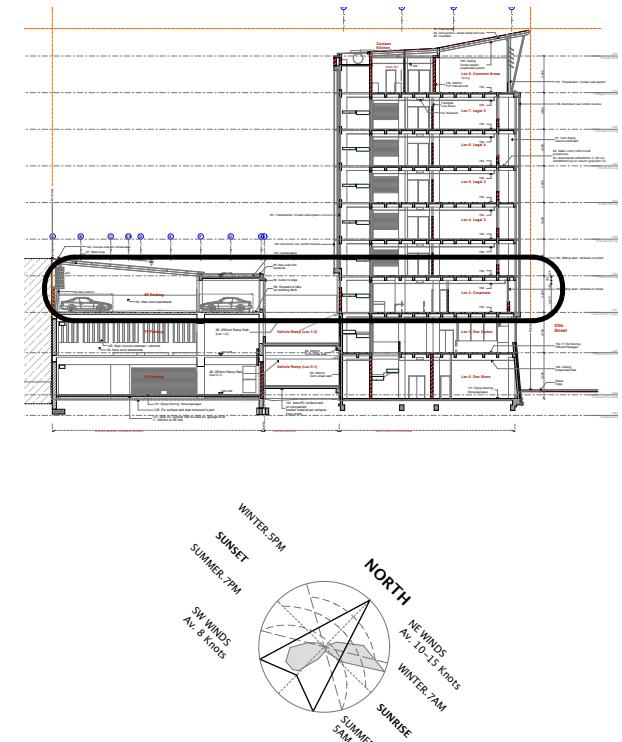
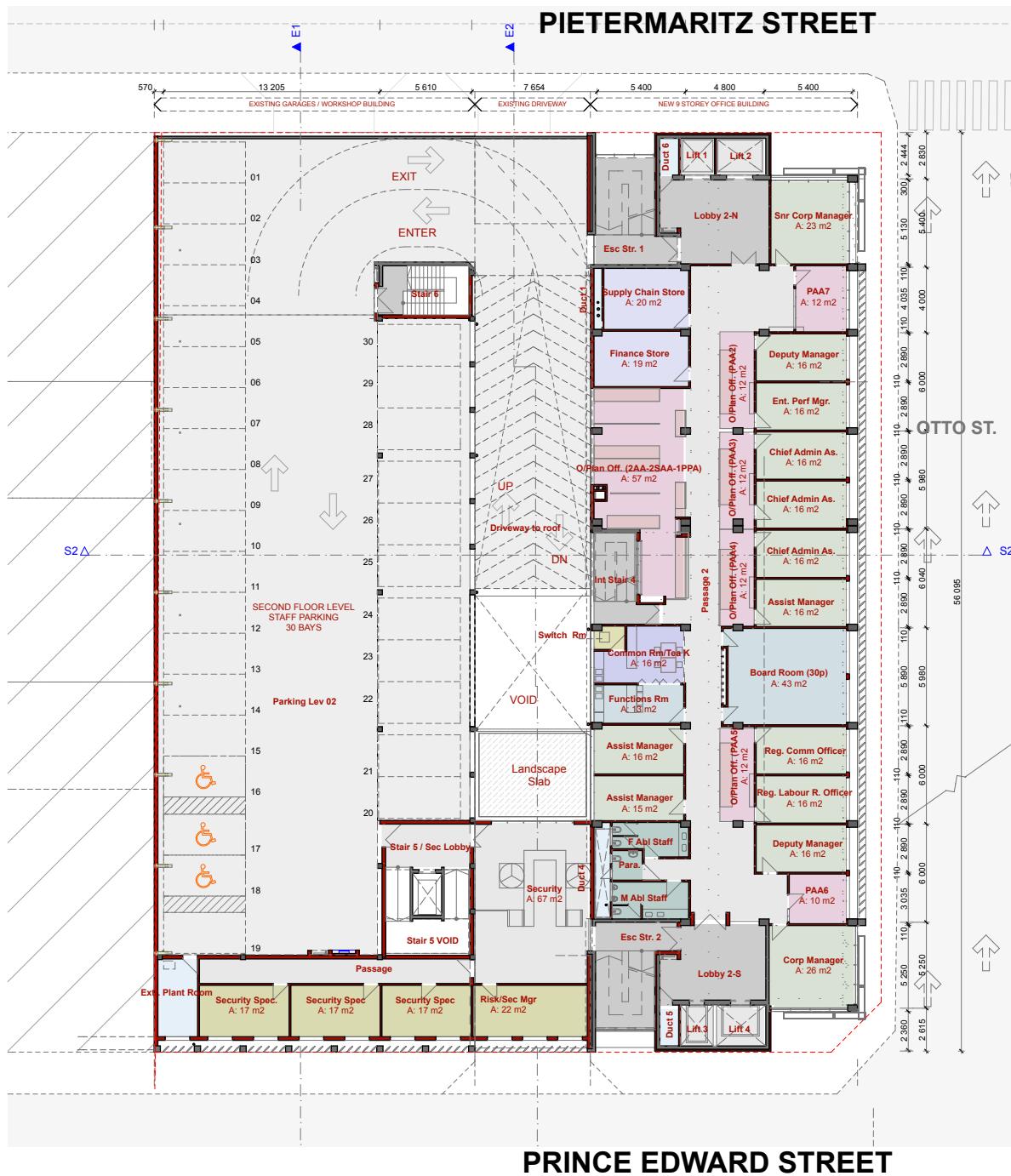
Level 4
FOURTH FLOOR
LEGAL 2





Level 3
THIRD FLOOR
LEGAL 1



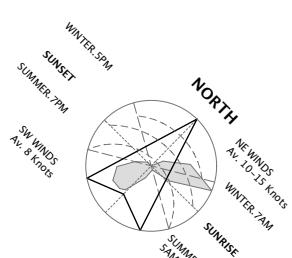
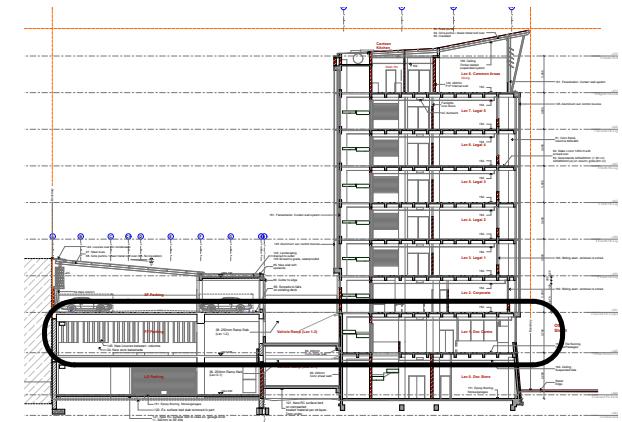
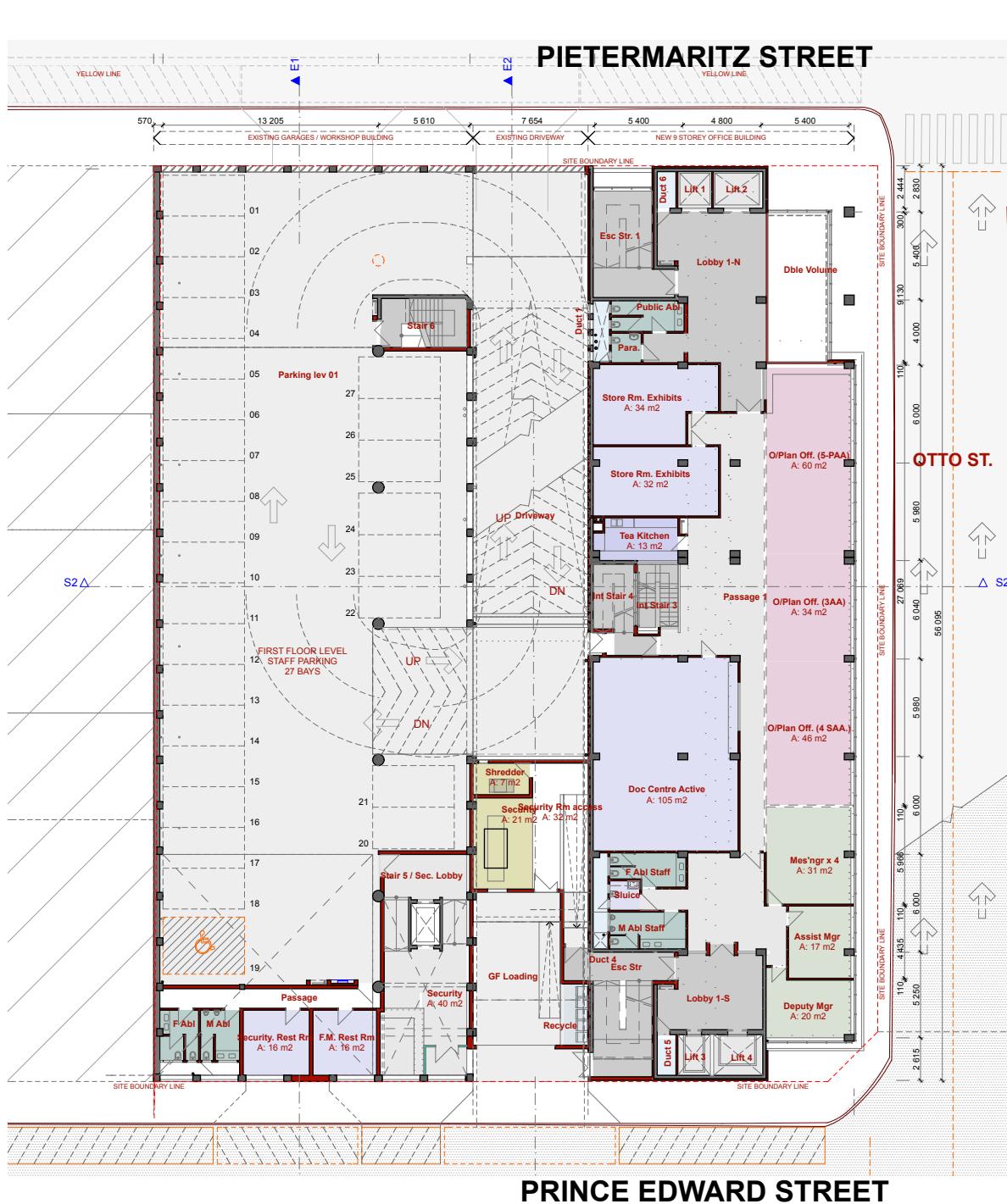


Level 2

SECOND FLOOR

CORPORATE



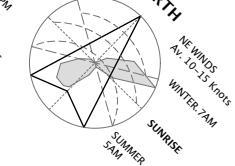
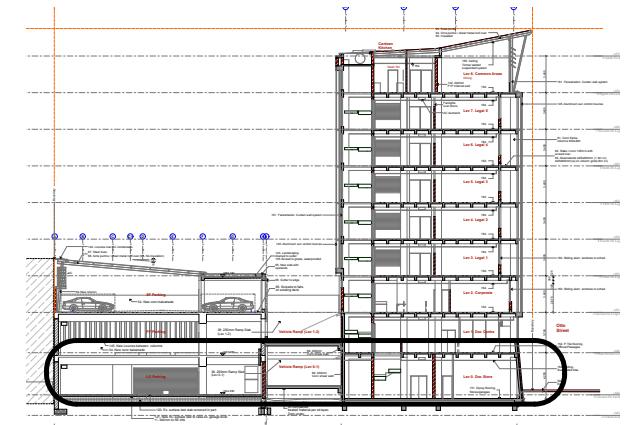
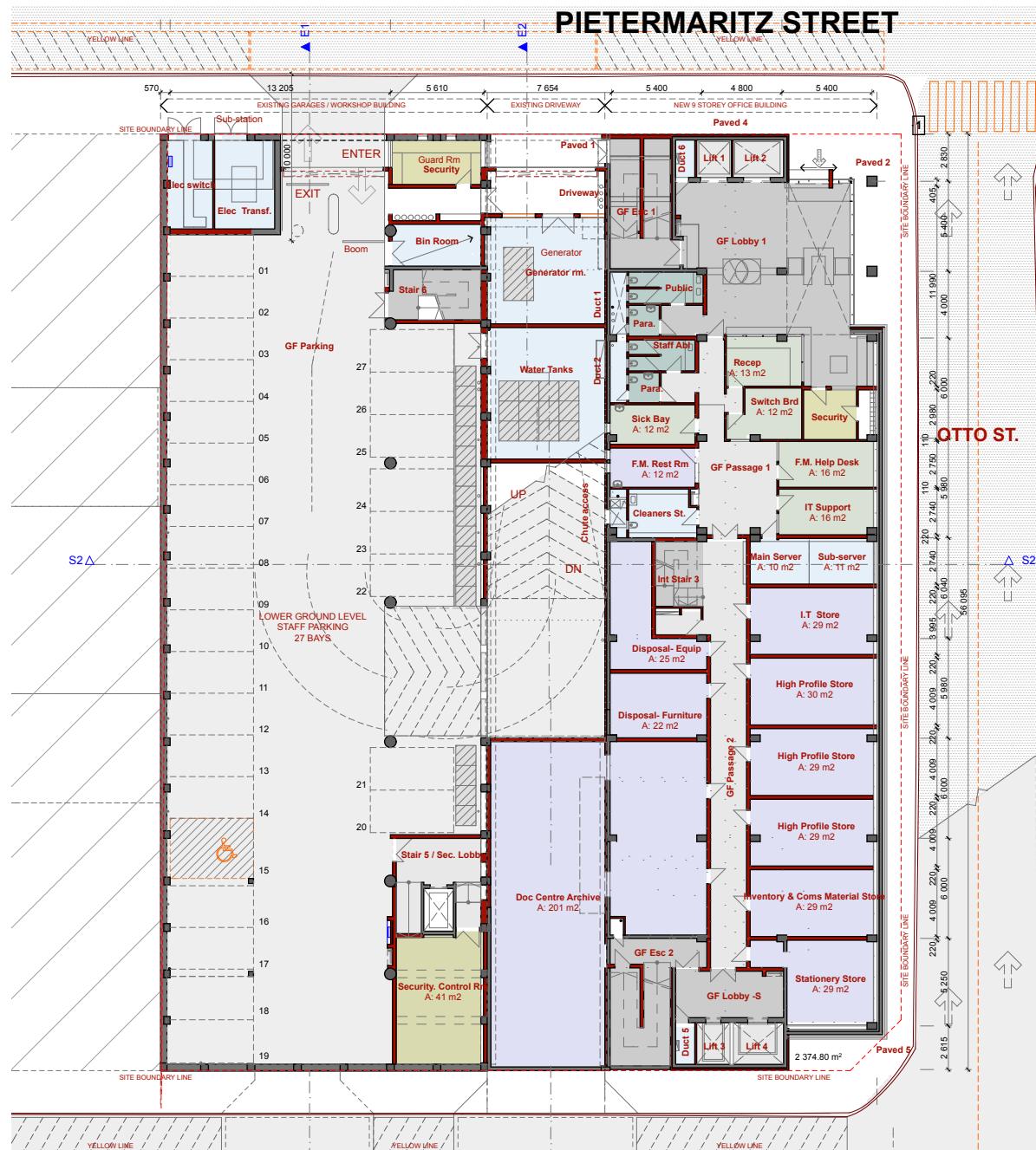


Level 1

FIRST FLOOR

DOCUMENTATION

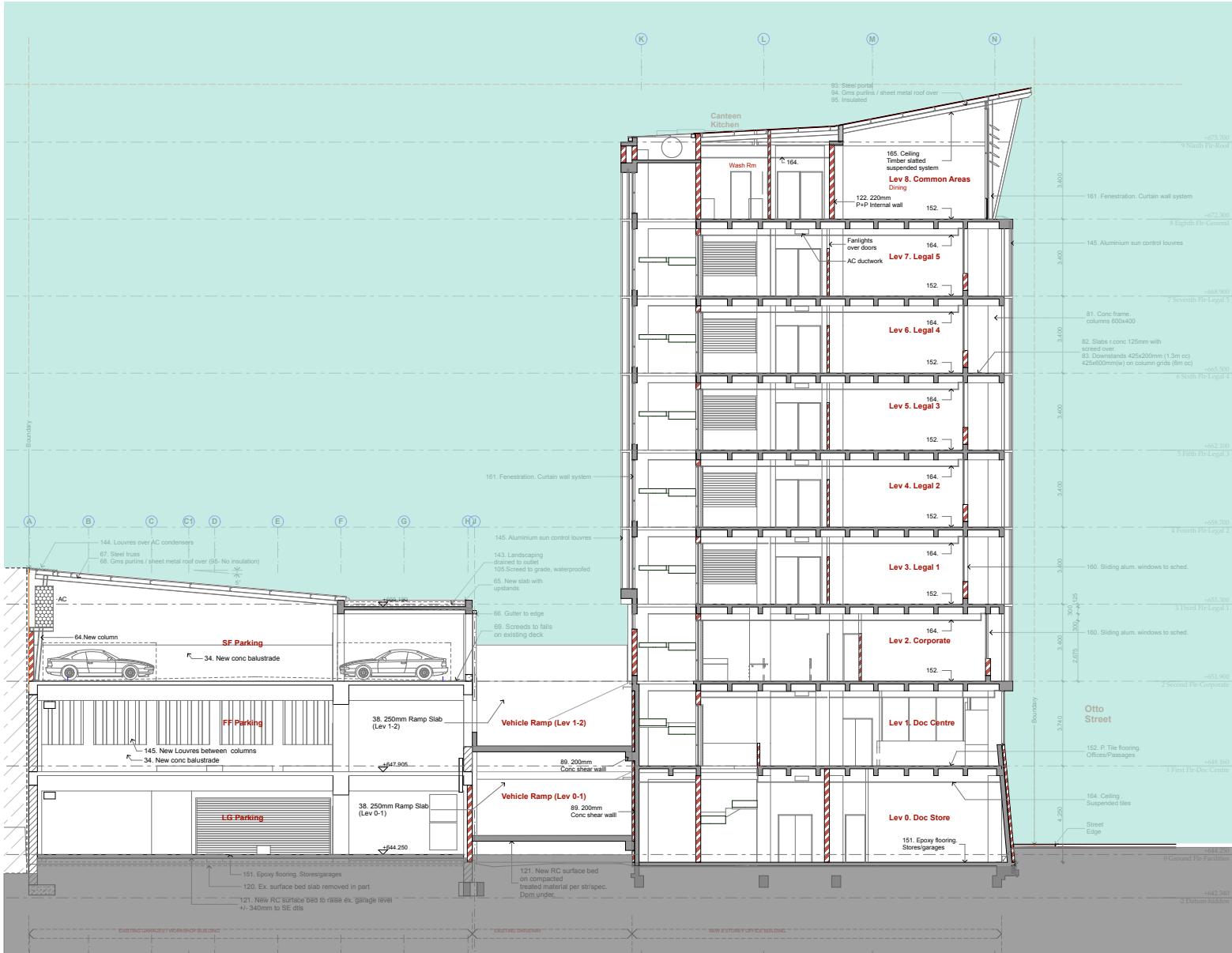




Level 0

GROUND FLOOR ARCHIVES / RECEPTION





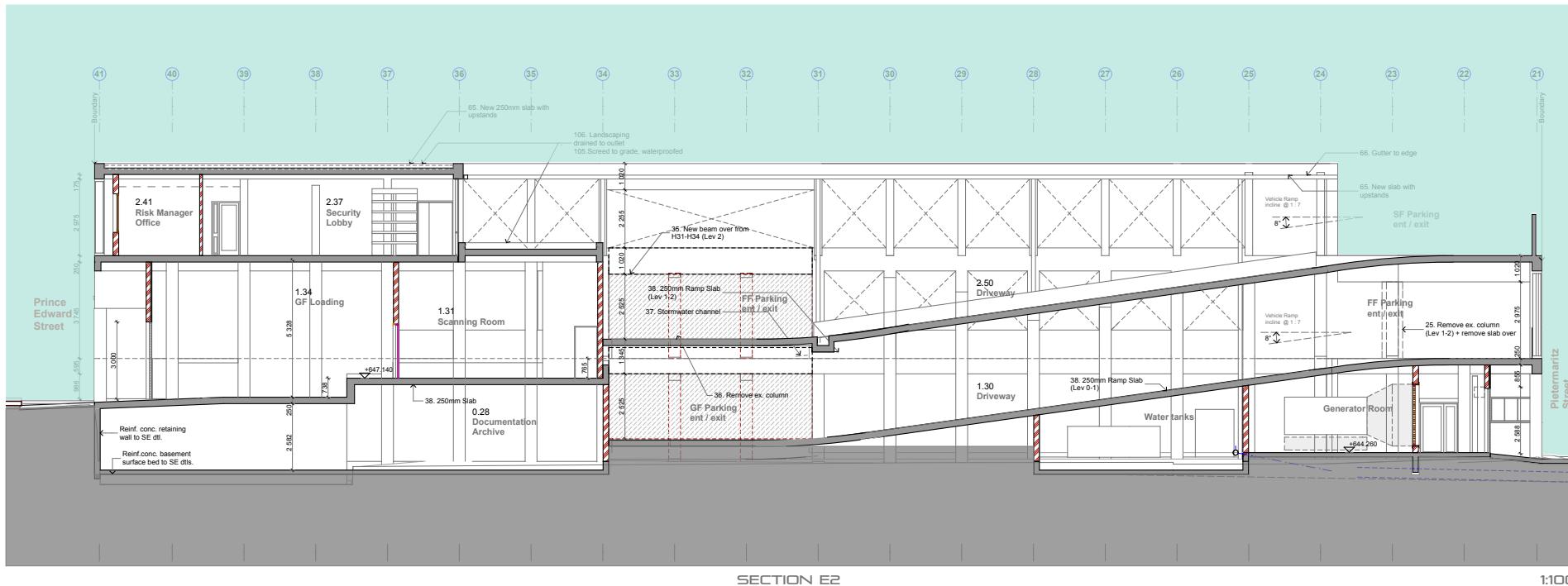
Section A



N.P.A. OFFICES PIETERMARITZBURG

REHABILITATION OF DPW WORKSHOP FOR **NDPW**





Section **E2**



N.P.A. OFFICES PIETERMARITZBURG

REHABILITATION OF DPW WORKSHOP FOR **NDPW**





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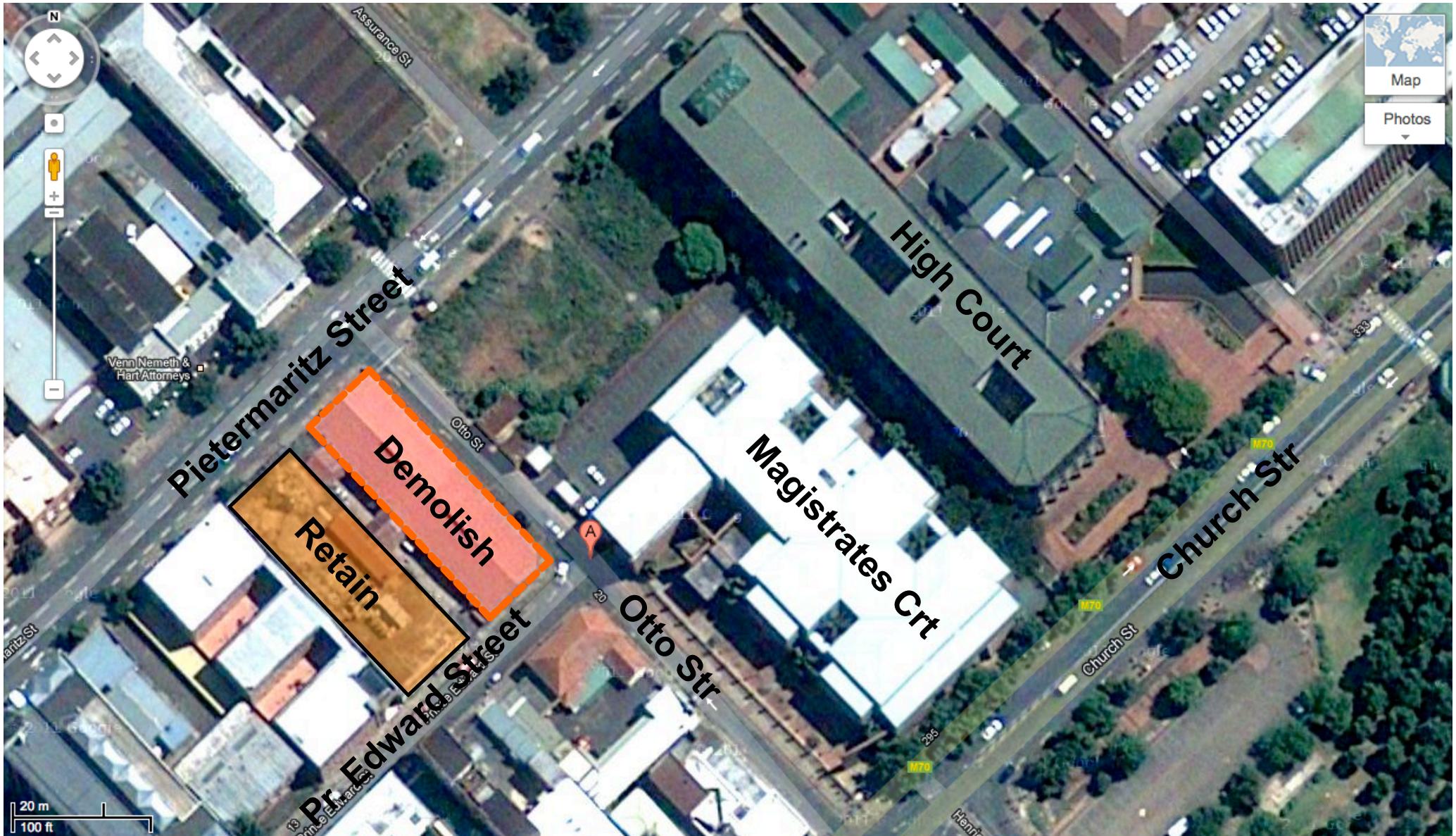




N.P.A. OFFICES PIETERMARITZBURG

REHABILITATION OF DPW WORKSHOP FOR **NDPW**





N.P.A. OFFICES

PIETERMARITZBURG

REHABILITATION OF DPW WORKSHOP FOR NDPW





NATIONAL DEPARTMENT OF PUBLIC WORKS
REPAIR AND MAINTENANCE PROGRAMME

PROJECT: NPA. DPP KZN Offices
WCS Project code: 050033
Rehabilitation of ILD DPW Workshop

PROVINCE : KWA ZULU NATAL
REGION : PIETERMARITZBURG
DISTRICT : PIETERMARITZBURG
BUILDING NAME : ILD DPW WORKSHOP
STREET : 286 PIETERMARITZ STREET
DATE : JULY 2014

SKETCH PLAN COMMITTEE SUBMISSION

Prepared for:

**DEPARTMENT OF PUBLIC
WORKS**

Private Bag X65
PRETORIA
0001

Contact person:
Mr N. Nair



Prepared by:

**Urban
Architects**

500 Esther Roberts Rd
Glenwood
Durban
4001

Contact person:
Marcel Henry



N.P.A. OFFICES PIETERMARITZBURG

REHABILITATION OF DPW WORKSHOP FOR **NDPW**

