

**Provision of Sanitary Fitments in Offices, Shopping Arcades,
Department Stores, Places of Public Entertainment, Cinemas
and Other Public Places**

The Building (Standards of Sanitary Fitments, Plumbing, Drainage Works and Latrines) Regulations (the Regulations) stipulate the drainage requirements for private buildings in Hong Kong. Such requirements, inter alia, include the provisions of sanitary fitments for various types of premises. As these requirements were developed in the late 50s, the Buildings Department (BD) has commissioned a consultancy study to review the drainage regulations with a view to bringing them up-to-date.

2. In the course of the review, the consultant has proposed a number of recommendations, which include, inter alia, a new set of requirements on the provisions of sanitary fitments. To address public concern on the inadequacy of sanitary fitments for female persons in some commercial buildings, Authorized Persons (AP) have been strongly recommended since 2005 to adopt the recommendations as set out in the 2005 version of this practice note voluntarily in new building projects to address the deficiency in the provision of sanitary fitments for female persons in offices, shopping arcades, department stores, places of public entertainment and cinemas.

3. Upon completion of the consultancy study, the BD has consulted relevant stakeholders and revised and finalised the recommendations of the study. To take forward the finalised recommendations, we will pursue amendments to the Regulations. In the meantime, the finalised recommendations relating to the provision of sanitary fitments are set out below and AP are strongly recommended to adopt such recommendations voluntarily in new building projects.

Males to Females Ratio

4. It is recommended that the ratio of male to female persons be taken as 1:1 in the assessment of populations for the provision of sanitary fitments for both male and female persons for office accommodation. In this regard, the Building Authority (BA) is prepared to favourably consider applications for modification to vary the ratio of male to female persons stipulated in section 5(5)(c) of the Regulations.

5. For the assessment of population in shopping arcades, department stores, places of public entertainment, cinemas, religious institutions and funeral parlours, it is recommended that the ratio of male to female persons be taken as 1:1.5 for the assessment of the populations for each group. In this regard, the BA is prepared to grant modification to vary the ratio of male to female persons stipulated in sections 6(3)(b) and 7(3)(b) of the Regulations. As for sports stadiums, it is recommended that the ratio of male to female persons be taken as 1:1 in the assessment of populations for the provision of sanitary fitments for both male and female persons.

/ Assessment

Assessment of Population

6. For the purpose of assessing the provision of sanitary fitments in shopping arcades, department stores, cinemas, places of public entertainment, religious institutions and funeral parlours without fixed seating, it is recommended that the populations be assessed in accordance with Tables 1, 2 and 3 respectively in Appendix A.

7. For cinemas and places of public entertainment with fixed seating, it is recommended that the populations be taken as the total number of seats together with the estimated number of employees.

8. The assessment of population for office shall be assessed in accordance with section 5(5)(a) of the Regulations.

Provision of sanitary fitments

9. In assessing the sanitary fitments for male and female persons for shopping arcades, department stores, places of public entertainment, cinemas, sports stadiums, religious institutions and funeral parlours, it is recommended that Tables 4 to 18 in Appendix A be adopted. In this regard, if there are cases where the number of sanitary fitments provided in accordance with Appendix A is less than that required under the Regulations, the BA is prepared to favourably consider applications for modification to vary the standards of provision of sanitary fitments stipulated in the Regulations.

10. The provision of sanitary fitments for office shall be assessed in accordance with section 5(1), (3) & (4) of the Regulations.

Sanitary fitments for use by children

11. To facilitate children to use sanitary fitments in shopping arcades and department stores and other public places, AP are advised to design some of the provisions (e.g. urinal, basin, water closet) suitable for the use of children, taking into account the size, height and needs of children, etc. so as to ensure that the design of these sanitary fitments is fit for the purpose. As the water closets for use by children are normally not fit for use by adults, they shall not be counted as part of the prescribed requirements under section 4 to 8 of the Regulations.

Provision of unisex toilets

12. To cater for people having practical accessibility difficulty to use the traditional male/female toilets (e.g. caregivers attending to persons with a disability of opposite sex, parents bringing along their children of opposite sex, men caring for babies cannot use traditional baby care rooms which are usually provided inside female toilets, etc.), there are aspirations from the community for the provision of unisex toilets in shopping arcades, department stores and other public places. The provision of such facilities should take into account the usage, location and patronage of the premises

/concerned.

concerned. In assessing the sanitary fitments for male persons and female persons for these public places, AP should indicate clearly on plans whether such unisex toilets are additional provision or counted as provision for male or female persons with justifications. The BA is prepared to favourably consider such proposals taking account of the special circumstances of the case.

Minimum space requirements for sanitary fitments in public places

13. The requirements for the provision of toilets, W.C. cubicles, bathrooms and shower compartments for persons with a disability (including the space requirements for the sanitary fitments concerned) are set out in the Design Manual: Barrier Free Access 2008. As for the installation of sanitary fitments in other public places for persons other than persons with a disability, adequate space should also be provided for access and manoeuvring so as to enable users to comfortably use the sanitary fitments. Guidelines on the minimum space requirements for W.C. cubicles, urinals and lavatory basins are set out in paragraphs 14 to 17 below and sketches illustrating the requirements are provided in Appendix B for reference. AP are encouraged to adopt designs with the space provision for sanitary fitments in public places above the minimum requirements.

14. Minimum space requirements for W.C. cubicles (including squatting toilets)

- (1) The internal dimensions of each W.C. cubicle should be not less than 700mm x 1200mm;
- (2) A minimum 700mm x 600mm clear floor space should be provided in front of the water closet within the W.C. cubicle.
- (3) A circulation space not less than 700mm x 600mm should be provided outside the W.C. cubicle.
- (4) Examples of W.C. cubicle layout are illustrated in Figures 1 to 2 at Appendix B.

15. Minimum space requirements for urinals

- (1) Each urinal should have a clear floor space of not less than 500mm x 500mm in front of it.
- (2) The centreline of the urinal should be located at least 250mm apart from the side wall.
- (3) If there are more than one urinal provided, the urinals should be at least 500mm centre to centre apart from each other.
- (4) In case where an urinal is provided within a cubicle, the minimum internal dimensions of the cubicle should be not less than 1000mm x 500mm and with a clear floor space of not less than 500mm x 500mm in front of the urinal.

- (5) A circulation space not less than 500mm x 600mm should be provided outside the urinal cubicle or in front of the clear floor space for user of the urinal.
- (6) If a trough urinal is installed, every 500mm length of the trough urinal is deemed to be the equivalent of one urinal.
- (7) Examples of urinal layout are illustrated in Figures 3 to 6 at Appendix B.

16. Minimum space requirements for lavatory basins

- (1) Each lavatory basin should have a clear floor space of not less than 600mm x 600mm in front of it.
- (2) The centreline of the lavatory basin should be located at least 400mm apart from the side wall.
- (3) If more than one lavatory basin is provided, the lavatory basins should be at least 600mm centre to centre apart from each other.
- (4) A circulation space not less than 600mm x 600mm should be provided in front of the clear floor space for user of the lavatory basin.
- (5) Examples of lavatory basin layout are illustrated in Figures 7 to 8 at Appendix B.

17. The clear floor space provided for user of an individual sanitary fitment should not be overlapped with the clear floor space for another sanitary fitment while the circulation space for different sanitary fitments may be overlapped.

(AU Choi-kai)
Building Authority

Ref. : BD GP/BREG/SF/1 (III)

(This PNAP is previously known as PNAP 297)

First issue May 2005

This revision November 2012 (AD/NB1)

(Paragraphs 1 to 6, 8 to 11 and Appendix A generally revised, paragraphs 12 to 17 and Appendix B added)

A. Assessment of Population

Table 1

Level of shopping arcades or department stores	Factor representing usable floor area in m² per person
Basement, G/F, 1/F & 2/F	3
3/F or above	4.5

Note: the usable floor area shall include the area of the arcade and its public circulation space.

Table 2

Intended use of storey	Factor representing usable floor area in m² per person
*Assembly halls, auditoria and stadia without seating or with movable seating	0.5
Dance halls (calculated on dancing area), disco and venues for dancing party	0.75
Museums, exhibition halls, trademarts and display areas	2

* The usable floor area shall refer to the areas intended for use by spectators.

Table 3

Intended use of storey	Factor representing usable floor area in m² per person
# Religious institutions and funeral parlours	0.5

The usable floor area shall refer to the areas intended for use as worship places.

B. Provision of Sanitary Fitments in Shopping Arcades and Department Stores

Table 4

No. of male persons	No. of water closets	No. of urinals
1 – 500 inclusive	1 for every 125 persons, or part thereof	1 for every 250 persons, or part thereof
More than 500	4 plus 1 for every additional 250 persons, or part thereof, over 500	

Table 5

No. of female persons	No. of water closets
1 – 50 inclusive	1 for every 25 persons, or part thereof
51 – 125 inclusive	3
126 – 1800 inclusive	3 plus 1 for every additional 80 persons, or part thereof, over 125
More than 1800	24 plus 1 for every additional 90 persons, or part thereof, over 1800

Table 6

No. of persons		No. of lavatory basins
Male	1 – 500 inclusive	1 for every 125 persons, or part thereof
	More than 500	4 plus 1 for every additional 250 persons, or part thereof, over 500
Female	1 – 500 inclusive	1 for every 125 persons or part thereof
	More than 500	4 plus 1 for every additional 250 persons, or part thereof, over 500

C. Provision of Sanitary Fitments in Places of Public Entertainment

Table 7

No. of male persons	No. of water closets	No. of urinals
1 – 400 inclusive	1 for every 100 persons, or part thereof	1 for every 50 persons, or part thereof
More than 400	4 plus 1 for every additional 250 persons, or part thereof, over 400	

Table 8

No. of female persons	No. of water closets
1 – 250 inclusive	2 for every 50 persons, or part thereof
More than 250	10 plus 1 for every additional 40 persons, or part thereof, over 250

Table 9

No. of persons	No. of lavatory basins
Male	1 for every 100 persons, or part thereof
Female	1 for every 100 persons, or part thereof

D. Provision of Sanitary Fitments in Cinemas

Table 10

No. of male persons	No. of water closets	No. of urinals
1 – 200 inclusive	1	1 for every 100 persons, or part thereof
201 – 500 inclusive	2	
501 – 1000 inclusive	3	
More than 1000	3 plus 1 for every additional 500 persons, or part thereof, over 1000	

Table 11

No. of female persons	No. of water closets
1 – 120 inclusive	1 for every 40 persons, or part thereof
121 – 250 inclusive	3 plus 1 for every additional 65 persons, or part thereof, over 120
251 – 420 inclusive	5 plus 1 for every additional 85 persons, or part thereof, over 250
More than 420	7 plus 1 for every additional 100 persons, or part thereof, over 420

Table 12

No. of persons		No. of lavatory basins
Male	1 – 200 inclusive	1
	201 – 500 inclusive	2
	501 – 1000 inclusive	3
	More than 1000	3 plus 1 for every additional 500 persons, or part thereof, over 1000
Female	1 – 200 inclusive	1
	201 – 500 inclusive	2
	501 – 1000 inclusive	3
	More than 1000	3 plus 1 for every additional 500 persons, or part thereof, over 1000

E. Provision of Sanitary Fitments in Sports Stadiums**Table 13**

No. of persons	No. of water closets	No. of urinals
Male	1 for every 100 persons, or part thereof	1 for every 100 persons, or part thereof,

Table 14

No. of persons	No. of water closets
Female	1 for every 50 persons, or part thereof

Table 15

No. of persons	No. of lavatory basins
Male	1 for every 100 persons, or part thereof
Female	1 for every 100 persons, or part thereof

F. Provision of Sanitary Fitments in Religious Institutions and Funeral Parlours

Table 16

No. of persons	No. of water closets	No. of urinals
Male	1 for every 150 persons, or part thereof	1 for every 150 persons, or part thereof

Table 17

No. of persons	No. of water closets
Female	1 for every 75 persons, or part thereof

Table 18

No. of persons	No. of lavatory basins
Male	1 for every 300 persons, or part thereof
Female	1 for every 300 persons, or part thereof

(Rev. 11/2012)

Space Requirements for Sanitary Fixtures in Public Places

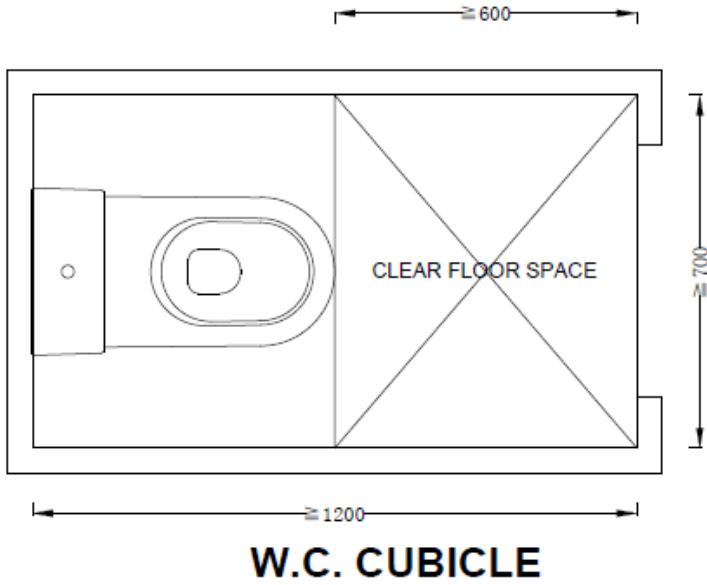


Figure 1 WC cubicle

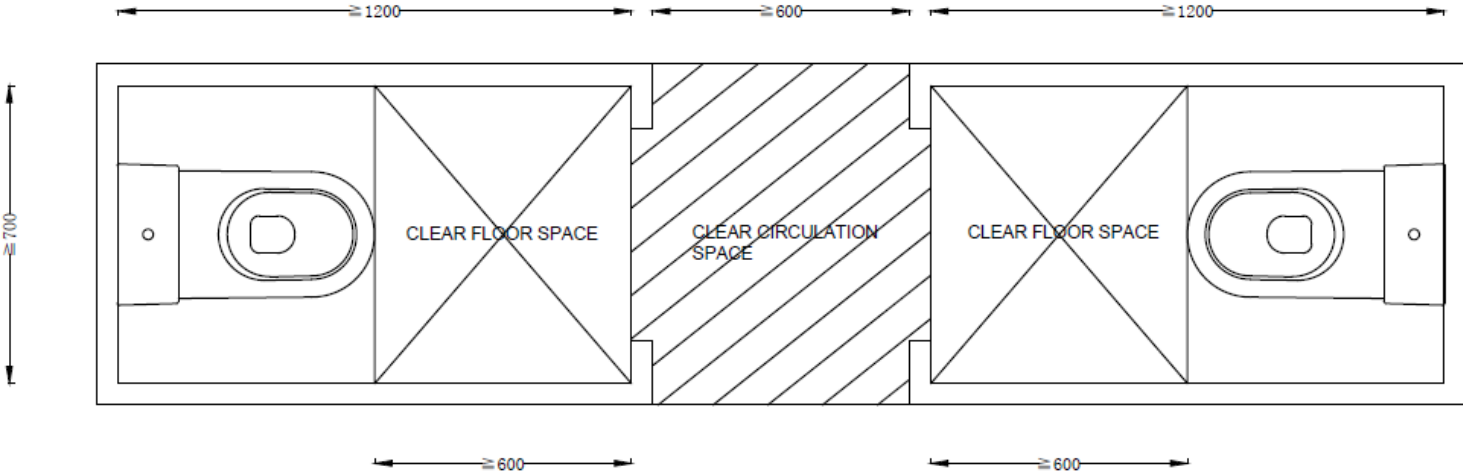


Figure 2 Range of WC cubicles

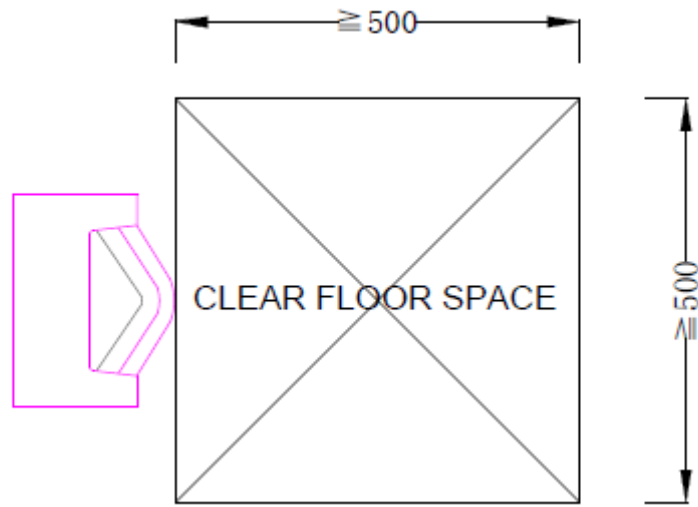


Figure 3 Urinal

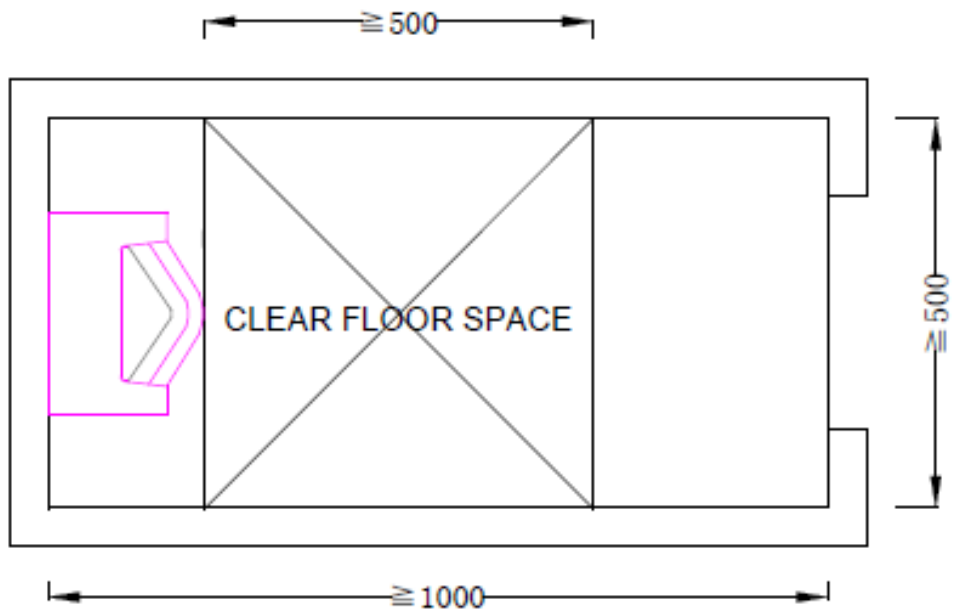


Figure 4 Urinal in a cubicle

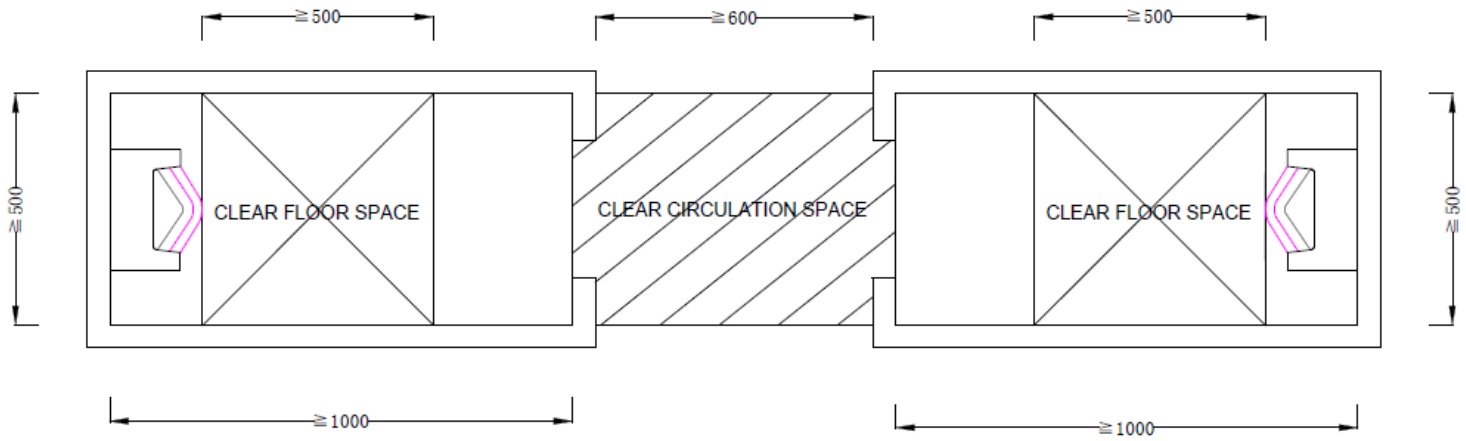


Figure 5 Range of urinal cubicles

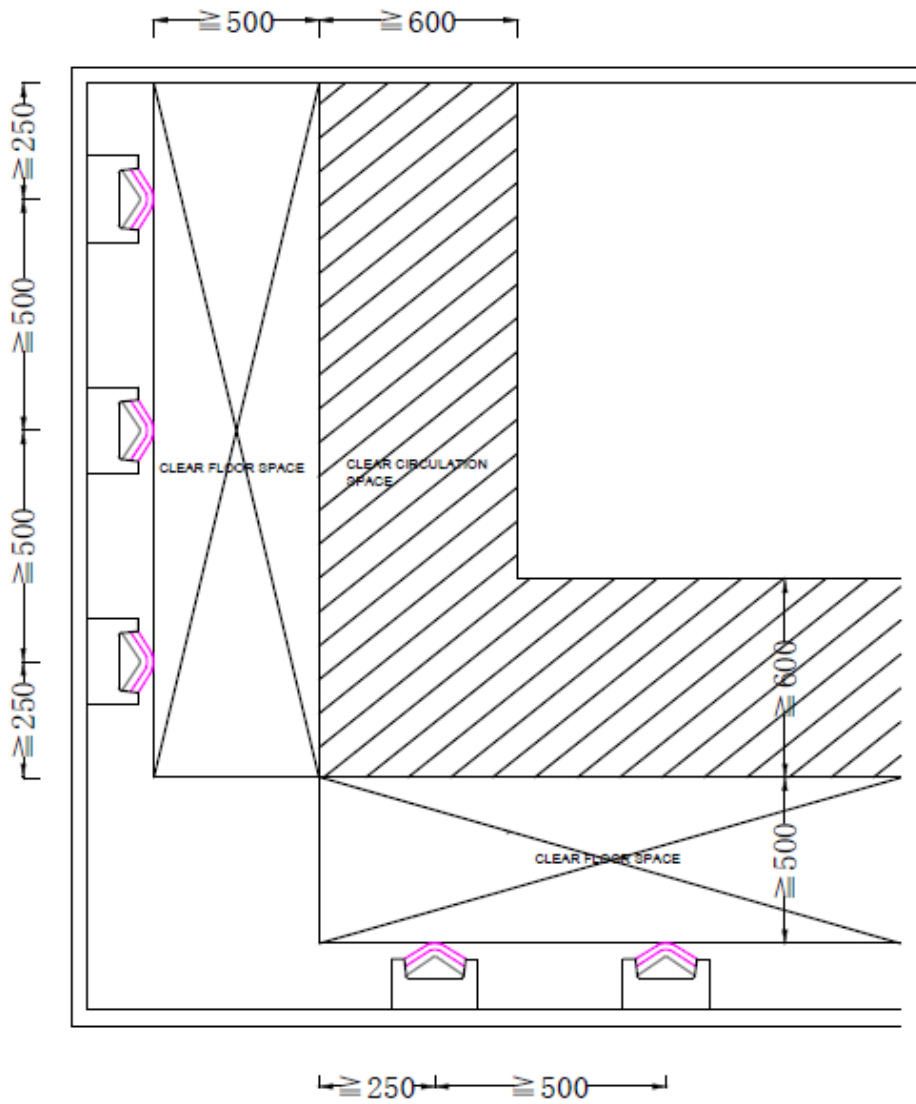


Figure 6 Range of urinals

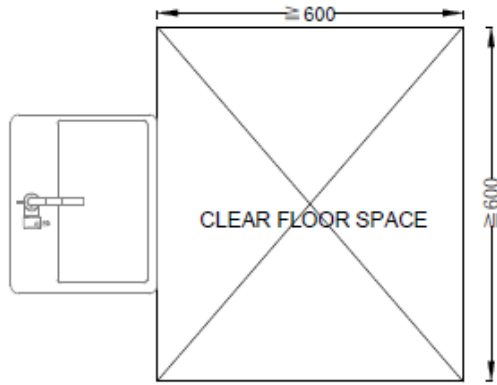


Figure 7 Lavatory basin

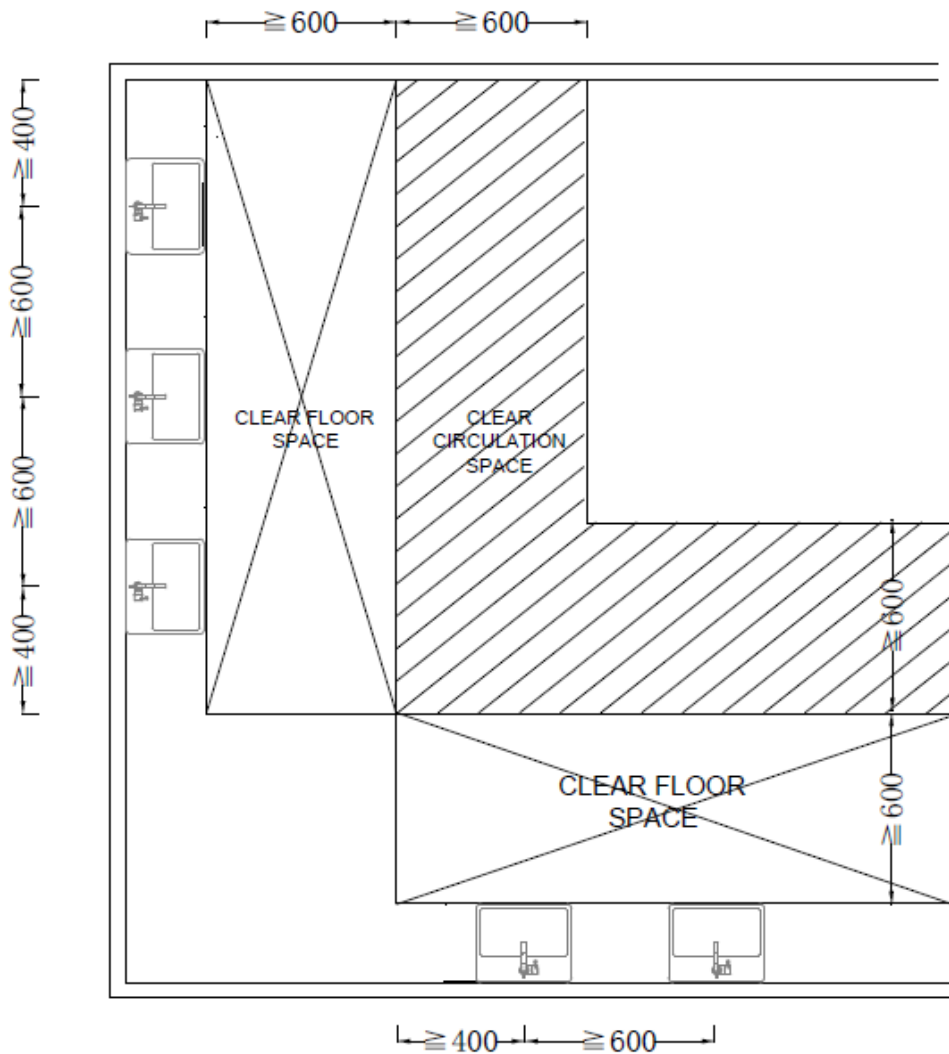


Figure 8 Range of lavatory basins

Remarks: All dimensions in Appendix B are in millimetres.