

**Provision of mechanical ventilation  
under Building (Planning) Regulation 34**

Every room used or intended to be used for the purpose of an office shall be provided with adequate means of lighting and ventilation in accordance with Building (Planning) Regulations (B(P)R) 30 and 31. Pursuant to B(P)R 34(a), where, owing to the position, level or unsuitable surroundings of any room used or intended to be used for the purpose of an office, the provisions of B(P)R 31 cannot be complied with, in respect of such room, to the satisfaction of the Building Authority, there shall be provided a mechanical means of ventilation which shall be capable of supplying fresh air to all parts of such room at a rate of not less than 5 changes of air per hour.

2. It is a common practice of the industry to engage professional or other personnel in the related field for the design and installation of air-conditioning and ventilation systems in building. In this connection, when a large scale or complex ventilation system comprising a centralized plant and a ducted system serving multiple rooms or floors is to be installed for the purpose of complying with the requirements under B(P)R34(a), it is advisable to engage a Registered Professional Engineer in the Building Services Discipline to provide engineering advice on the design and installation of such system.

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Building Authority

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