

Provision of Babycare Rooms in Commercial Buildings

This practice note promotes the provision of babycare rooms ("BB room") in private commercial premises (other than workplaces such as office) and provides guidelines¹ on such provision. Authorized persons are encouraged to recommend to their clients to provide BB rooms in their commercial premises in accordance with the guidelines provided in this practice note.

Babycare Room

2. A BB room is a room equipped with supporting facilities enabling mothers to breastfeed and/or bottle-feed their babies and to change nappies for their babies in a private and appropriate environment. In large scale developments, a BB room could comprise separate nappy changing and baby feeding areas, private breastfeeding areas, play area, etc. for people to care for their children. The number of BB rooms to be provided should be based on the scale of the building and the need of occupiers and visitors, and it is recommended to provide at least one in each building.

Location

3. A BB room should be easily accessible, e.g. located on ground floor with level access or through convenient lift access if located on upper floors. It should be separated from the toilets for hygienic reason. Transmission of any foul air to a BB room should be avoided.

4. Clear directional signs for a BB room should be displayed in conspicuous locations inside a building. A sign with symbol of breastfeeding and nappy changing for a baby is at Appendix A for reference.

Room Size and Layout

5. In designing a BB room, special attention should be paid to the ergonomics of the layout, positioning of furniture and fittings and provision of manoeuvring space for persons with a disability. The minimum size of a BB room should be about 5 m² (2.2m x 2.2m) for a single breastfeeding mother and about 7.5 m² (3.4m x 2.2m) for a room with breastfeeding cubicle. Typical layouts of a BB room for a single breastfeeding mother and that with breastfeeding cubicle are shown in Figures 1 and 2 at Appendix B for reference.

/General

¹ The design requirements for the provision of Babycare Room have been prepared in collaboration with the Food and Health Bureau, Department of Health, Government Property Agency, Architectural Services Department and the Housing Department.

General Design Requirements

6. A BB room should be designed with good illumination and ventilation in accordance with Regulation 36 of the Building (Planning) Regulations (Cap 123, sub. leg. F) where sanitary fitments such as a sink is provided. In order to maintain a comfortable environment for feeding babies, particular attention should be paid to attaining² the optimal ambient temperature of a BB room and health requirements, if any, applicable to the building accommodating the room.

7. A BB room should be family-friendly and safe for young children. Care should be taken in selecting internal finishes for safety reason and easy maintenance. Sharp edges and hard corners should be avoided. Use of non-slip floor surfaces, easily cleanable finishes, etc. is preferable.

8. Privacy of breastfeeding mothers is important and should be properly provided for in a BB room. If space is available, a cubicle with a door or partition should be provided within a BB room for mothers to breastfeed their babies. Proper signages, such as “Breastfeeding Area for Women only” “餵哺範圍，女士專用”，should be provided to indicate that only females are allowed to enter the breastfeeding area.

9. From the feedbacks collected from the breastfeeding mothers by Department of Health, the door to a BB room/breastfeeding area should preferably not be lockable to avoid inconvenience caused to the breastfeeding mother to unlock the door for the access of another user and also in view of concern on misusing the room. If the BB room/breastfeeding area is designed for single user only, the door to such area could be lockable with an ‘engaged’ indicator incorporated into the locking device, but the door lock should be capable of being opened from the outside in case of an emergency.

10. A BB room should be equipped with the following: -

- (a) chair/bench comfortable to the user for feeding;
- (b) nappy changing table with raised edge and wipeable soft mat³;
- (c) sink with lever tap and soap dispenser⁴;
- (d) hand drying facility, such as paper towel dispenser;
- (e) waste container with hinged cover for disposing nappies;
- (f) hot and cold water dispenser (for bottle-feeding)⁵; and
- (g) safety mirror.

/11.

² Provision of thermostat for mothers to adjust the temperature suitable to them is recommended.

³ If space is available, it is desirable to have the nappy changing table/mat placed perpendicular to the wall. Its position should also cater for the use by persons with a disability with adequate height and sufficient manoeuvring and knee spaces.

⁴ Automatic tap and soap dispenser with sensor are desirable.

⁵ Measures to avoid young children reaching the hot water dispenser should be provided.

11. Optional facilities may include the following:
- (a) disinfectant for the nappy changing mat, such as alcohol dispenser with sensor;
 - (b) clothing hooks beside the chair/bench for feeding;
 - (c) small side table (for placing nursing mother's belongings or breast-milk expression equipment); and
 - (d) electrical outlet (for breast-milk expression equipment).



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Building Authority

Ref. : BD GP/BREG/P/45 (II)

First issue February 2009 (AD/NB1)

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Example of Signage for Babycare Room

Note: Clear text, such as “Babycare Room”/“育嬰間” should be shown on the signage.

Appendix B (PNAP 305)

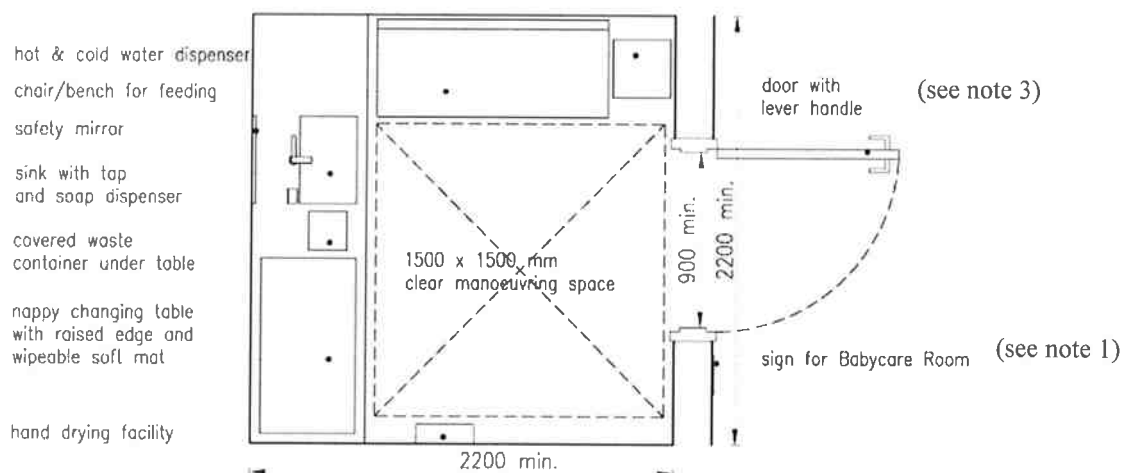


Figure 1: Room for single breastfeeding mother

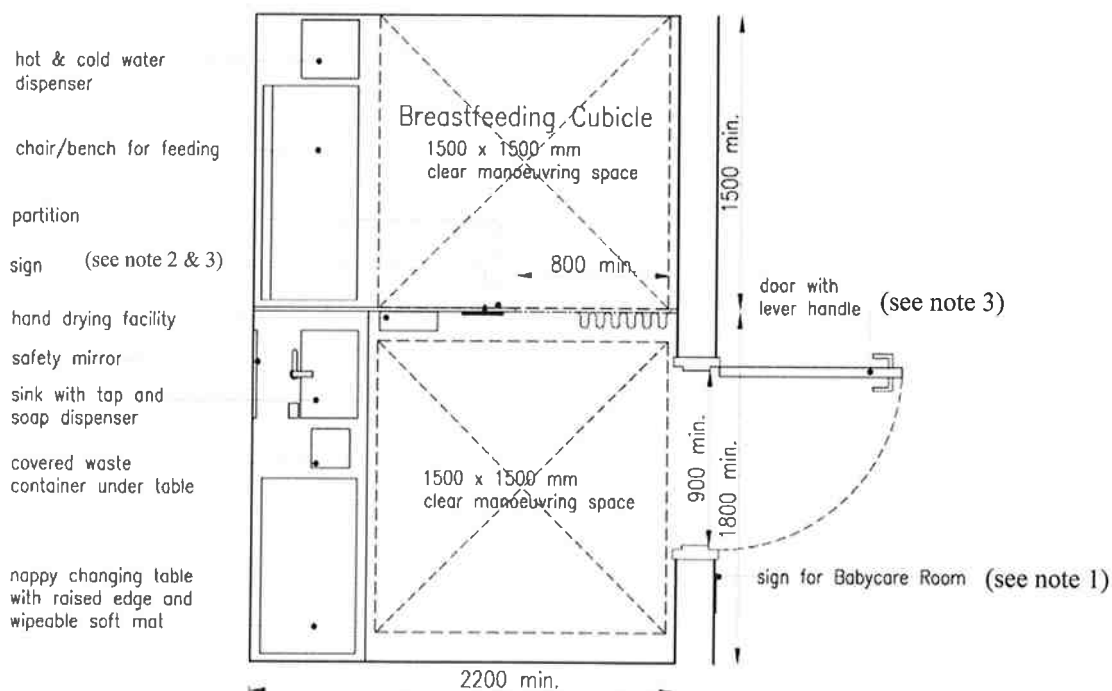


Figure 2: Room for single breastfeeding mother with breastfeeding cubicle

- Note: 1. Example of Signage for Babycare Room is at Appendix A.
 2. Proper signage e.g. "Breastfeeding Area for Women only" "餵哺範圍，女士專用" should be displayed outside the door in Figure 1 and outside the breastfeeding cubicle in Figure 2.
 3. If the BB room/breastfeeding area is designed for single user only, the door to such area could be lockable with an 'engaged' indicator incorporated into the locking device, but the door lock should be capable of being opened from the outside in case of an emergency.