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Ground Floor, Building Nr 2
101 Central Street
Houghton Estate, 2198

PO Box 2734
Houghton, 2041
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21st April 2023 # 1

SAHRC

Space Calculation

Teams	Total Qty Team	Workstations									Facilities																																							Storage						IT		Totals
		28,80	17,28	12,96	8,64	5,76	4,32	4,32	2,88		8,64	17,28	8,64	43,20	23,04	51,84	40,32	23,04	34,56	17,28	12,96	8,64	72,00	8,64	8,64	8,64	46,08	8,64	17,28	8,64	43,20	4,32	4,32	8,64	8,64	8,64	8,64	2,88	8,64	8,64	8,64	8,64	11,52	17,28	43,20	8,64	17,28	5,76	
		Executive - Office	Executive - Office	Executive - Work Space	Open Plan Landscape	Open Plan (1800)	Open Plan (1800)	Open Plan - Expansion	Hot Desks	Total workstations	Reception including Switchboard	Waiting Area - 3 Seater - Tender Box	Security Desk / Access Lobby	Training Area - 12 Seater - Flexible	Training Break Away / Refreshment Area	Executive Boardroom 20 Seater	Executive Boardroom 16 Seater	Executive Refreshment / Ante Room	Meeting Room 10 Seater	Meeting Room 6 Seater	Meeting Room 4 Seater	Meeting Room 2 Seater	Library - Bookshelves	Library - Reading Area	Library - Work Area	Library - Comupter Booths	Lunch Area -30 Seater	Warm up / Wash Up Kitchen	Café / Coffee Area	Sick Bay / Serinity Room	Gym / Exercise Room	Shower Change Area	Focus / Quiet / Phone / Zoom Room	Casual Meeting Space	Colab Meeting / Chat Room	Cleaners / Housekeeping Change Room	Utility Area / Printer / Copier / Binding	Utility Area / Printer / Copier	Dry Goods Store	Cleaning Store Room with Map sink	Store / Filing Room - 8 Bays	Store / Filing Room - 11 Bays	Store / Filing Room - 19 Bays	Store / Filing Room - 50 Bays	IT Work Bench - PC / Laptop set ups	IT Server Room	IT Hub / Patch Room	New Workspace
Client Facilities											1	1	1	2	1	1	1	1	1	1	3	3																																	375,84
Internal Facilities - Library	1				1					1													1	1	1	1										1				1												123,84
Internal Facilities	0									0																	1	2	1	2	1	2	4	2	2	1			2	2	1	1								264,96
Provincial - Visitor / Hot Desks	0								10	10																																										28,80
Commissioners Programme	28	2	3	1	9		13	1		29																												1													263,52
Office of the CEO	4	1	2		1					4																																										72,00
National Preventive Mechanism	3		1				2			3																																										25,92
Strategy & Performance	4		1				3	1		5																																										34,56
Internal Audit	4		1				3	1		5																																										34,56
Programme Support	3	1			1		1	1		4																																										46,08
Legal	8		1				7	1		9																												1			1										63,36
Advocom	7		1				6			7																																	1								54,72
Programme Support Research	9		1				8			9																												1													54,72
Financial Support Services	8	1			2		5			8																												1													70,56
Corporate Support	2		1				1	1		3																																										25,92
Human Resources	6				1		5	1		7										1																								1								69,12
Information & Communication Technology	8	1			1		6			8																												1									1	1	1		97,92
Admin & Supply Chain	8				1		7	1		9																																										43,20
Security (Team Office)	2				2					2																																											17,28
Records	5						5	1		6																																							1				69,12
Total	110	6	12	1	19	0	72	9	10	129	1	1	1	2	1	1	1	1	1	2	3	3	1	1	1	1	1	2	1	2	1	2	4	2	2	1	1	5	2	2	3	2	1	1	1	1	1	1 836

Interesting Facts

m² Total Usable Space	2 607
Total Workstations	129
Workstations - Unasigned / Expansion	19
Total Number of Meeting Room Seats	200
m² per Workstation Overall	20,21
% Space of Meeting	38%
% Space of Workstations	51%
% Space of Filing / Store rooms	11%

Sub Total m² Required	1 836
Access	771
Total Usable m² Required	2 607
15% Common	391
Total Estimated Rentable m² Required for Office Area	2 998

Interiors for Change (Pty) Ltd
Reg. No: 2017/383758/07 VAT No: 4661099300
Directors: S Green, C Groves