

NUMBER OF FIXTURES REQUIRED IN TOILET ROOMS

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1. GENERAL

1.01 This Section outlines the number of fixtures required in the toilet rooms of Bell System buildings. Where local, State or Federal regulations require more toilet fixtures than the number specified in this Section, the authority having jurisdiction should be followed.

1.02 This Section applies to buildings which are permanently attended. These requirements do not apply to normally unattended buildings provided that employees working at these locations have transportation immediately available to nearby toilet facilities. (See Paragraph 1.08 for definitions.)

1.03 The number of fixtures provided should be based upon the maximum number of Operating Company employees who will be using the toilet room at any time during a normal shift.

1.04 Where separate toilet rooms are provided for each sex, the number of fixtures installed shall be based on the number of employees of that sex for whom the rooms are furnished.

1.05 Separate toilet rooms for each sex need not be provided where these rooms will be occupied by no more than one person at a time, can be locked from the inside and contain at least one water closet. Where single-occupancy toilet rooms have more than one toilet facility, only one such facility in each toilet room shall be counted for the purpose of Paragraph 2.01.

1.06 Section 800-614-150, of the Bell System Practices, titled "General Installation Requirements — General Equipment Requirements", obligates the Operating Company to provide "proper and easily accessible toilet facilities and supplies, such as towels and soap, in all locations" in which Western Electric work is in progress. Furthermore, "any unusual arrangements shall be by agreement between the Operating Company and Western Electric prior to the start of installation". Fixtures in excess of those required by Paragraph 1.03 should not be provided for temporary Western Electric installation forces unless they are absolutely necessary and the rental charges exceed the total owning and operating costs for the additional permanent fixtures and their associated building space.

1.07 This Section has been completely revised to conform to several major plumbing codes and the Code of Federal Regulations Title 29, Part 1910.141 Sanitation (OSHA).

1.08 Definitions applicable to this Section:

(a) "Toilet room" means a room maintained within or on the premises of any place of employment which contains toilet facilities for use by employees.

(b) "Toilet facility" means a fixture maintained within a toilet room for the purpose of defecation or urination, or both.

(c) "Water closet" means a toilet facility maintained within a toilet room for the purpose of both defecation and urination and which is flushed with water.

(d) "Lavatory" means a basin or similar vessel

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used exclusively for washing the hands, arms, face and head.

(e) "Number of fixtures" means the combined total of toilet facilities and lavatories.

(f) "Permanently attended" means a building which is occupied by at least one person for a minimum of five complete work-days per week.

1.09 The following Bell System Practices may be of assistance in the planning of toilet rooms:

- 760-240-150 Service Sink Rooms — General
- 760-240-151 Toilet Rooms — General
- 760-240-152 Toilet Room Fixture Spacings
- 760-520-150 Soap Dispensing Systems
- 760-520-151 Plumbing Fixtures in Toilet Rooms and House Service Closets

2. NUMBER OF TOILET FIXTURES REQUIRED

2.01

<u>Number of Employees</u>	<u>Water Closets</u>	<u>Urinals (Men's Room Only)</u>
1-15	1	0 or 1
16-35	2	0 or 1
36-55	3	see 2.02
56-80	4	see 2.02
81-110	5	see 2.02
111-150	6	see 2.02
over 150	1 Additional fixture for each additional 40 employees.	see 2.02

2.02 Where toilet facilities will not be used by women, urinals may be provided instead of water closets such that the number of water closets shall not be reduced to less than 2/3 (or the next larger whole number) of the amount specified.

<u>2.03</u>	<u>Number of Employees</u>	<u>Lavatories</u>
	1-15	1
	16-35	2
	36-60	3
	61-90	4
	91-125	5
	over 125	1 Additional fixture for each additional 45 employees.

2.04 In a multiple-use lavatory, 24 lineal inches of wash sink or 20 inches of a circular basin, when provided with water outlets for each space, shall be considered equivalent to one lavatory.

2.05 Each lavatory shall be provided with tepid or hot and cold running water.

3. PAPER TOWEL DISPENSERS

3.01 One paper towel dispenser should be installed for every 3 lavatories. Each dispenser should have a capacity of approximately 500 towels and be mounted adjacent to the lavatories. In addition to sturdy construction and modern design, they should be easy to service and maintain.

4. PAPER TOWEL RECEPTACLES

4.01 Receptacles shall be provided for the disposal of used paper towels. The number and volume of the receptacles will depend upon towel usage and the frequency of collections.

5. TISSUE DISPENSERS

5.01 A toilet tissue dispenser shall be installed adjacent to every water closet.

6. SANITARY NAPKIN DISPENSERS AND DISPOSAL UNITS

6.01 Women's toilets should be provided with one sanitary napkin dispenser for each five water closets.

6.02 For the disposal of sanitary napkins, one covered receptacle should be installed in all toilet stalls used by women. Disposal units can be the type which serve two compartments with self-closing doors on each side of the partition.

7. TOILET SEATS

7.01 Every water closet shall have a hinged seat made of substantial material having a nonabsorbent finish.

7.02 All new and replacement seats must be of the open-front type.

8. MIRRORS

8.01 At least one mirror should be provided in each toilet room. Plain mirrors in relatively small sections are recommended. See Section 760-240-152, Figures 1 and 2 for the suggested mirror locations in toilet rooms.

9. SHELVES

9.01 A shelf or shelves should be provided in women's toilet rooms above or near wash basin. Painted or enameled shelves requiring frequent refinishing are not recommended.

10. SHOWERS

10.01 Where required by a particular ordinance, one shower shall be provided for each 10 employees of each sex, or numerical fraction thereof, who are required to shower during the same shift.

10.02 Showers shall be provided with hot and cold water feeding a common discharge line.