

100**Classroom
Facilities**

This category aggregates classroom facilities as an institution-wide resource, even though these areas may fall under different levels of organizational control. The term “classroom” includes not only general purpose classrooms, but also lecture halls, recitation rooms, seminar rooms, and other spaces used primarily for scheduled nonlaboratory instruction. Total classroom facilities include any support rooms that serve the classroom activity.

110**Classroom**

A space used primarily for academic classes and that is not tied to a specific subject or discipline by equipment in the room or the configuration of the space. Includes lecture halls, seminar rooms, or other general-purpose classrooms.

110.1

**Classroom Movable
Seating**

Scheduled instruction space equipped with moveable seating. Not tied to a specific subject or discipline.

110.2

**Classroom Fixed
Seating**

Scheduled instruction space equipped with fixed seating. Not tied to a specific subject or discipline.

115**Classroom Service**

A space that directly serves one or more classrooms as an extension of the activities in that space. (Audio/visual control rooms, Demo prep, classroom storage)

200	Laboratory Facilities	A laboratory is a facility characterized by special purpose equipment or a specific space configuration that limits instructional or research activities to a particular discipline or a closely related group of disciplines. These activities may be individual or group in nature, with or without supervision. Laboratories may be found in all fields of study including letters, humanities, natural sciences, social sciences, vocational and technical disciplines, etc.
210	Class Laboratory	A space used primarily for formally or regularly scheduled instruction (including associated mandatory, but non- credit-earning laboratories) that require special purpose equipment or a specific space configuration for student participation, experimentation, observation, or practice in an academic discipline. A space is considered to be scheduled if the activities generate weekly student contact hours (WSCHs), the activities fulfill course requirements, and/or there is a formal convener present.
210.1	Dry	A space used for formally or regularly scheduled classes that require special purpose equipment or a specific room configuration for student participation, experimentation, observation, or practice in an academic discipline method; does not require water or utility services.
210.2	Wet	A space used for formally or regularly scheduled classes that require special purpose equipment or a specific room configuration for student participation, experimentation, observation, or practice in an academic discipline method; requires water or utility services.
210.3	Computational	A space used for formally or regularly scheduled classes that require special purpose equipment or a specific room configuration for student participation, experimentation, observation, or practice in an academic discipline; uses computers.
210.4	Studio	A space used for formally or regularly scheduled classes that require special purpose equipment or a specific type of furniture for student participation, experimentation, observation, or practice in an academic discipline; equipment or configuration provides studio workspace for demonstration, experimentation or practice.

210.5	Simulation / Occupational	A space used for formally or regularly scheduled classes that require special purpose equipment or a specific room configuration for student participation, experimentation, observation, or practice in an academic discipline; equipment or configuration provides simulated learning experience or occupational training.
215	Class Laboratory Service	A space that directly serves one or more class laboratories as an extension of the activities in those spaces.
215.1	Storage Room	A storage space that directly serves a Class Laboratory or group of Class Laboratories as an extension of the activities in those rooms.
215.2	Assignable Circulation	A lobby, hallway or stairway that directly serves a Class Laboratory or group of Class Laboratories as an extension of the activities in those rooms.
215.3	Assignable Rest Room	A rest room that directly serves a Class Laboratory or group of Class Laboratories as an extension of the activities in those rooms. This is a private toilet room with restricted access – and it is not accessible to the general public.
215.4	Assignable Shower	A shower room that directly serves a Class Laboratory or group of Class Laboratories as an extension of the activities in those rooms. This is a private shower room with restricted access – and it is not accessible to the general public.
215.5	Preparation Room	A space to prepare materials used in one or more Class Laboratories as an extension of the activities in those rooms.
215.6	Temp Controlled Room	A temperature controlled walk-in space where materials are utilized or stored and maintained in a controlled environment within a defined temperature range that directly serves a class laboratory.
215.7	Fume Hood Room	A fume hood is a ventilated, enclosed work space intended to capture, contain and exhaust harmful or dangerous fumes, vapors and particulate matter generated by procedures conducted within the hood.
215.8	Darkroom	A space for developing photographs, in which normal light is excluded, or for use in nondestructive testing, such as magnetic particle inspection, that directly serves a Class Laboratory.

220	Open Laboratory	A laboratory used primarily for individual or group instruction that is informally scheduled, unscheduled, or open.
220.1	Dry	A space used for informally scheduled, unscheduled or open instruction that requires special purpose equipment or a specific room configuration for student participation, experimentation, observation, or practice in an academic discipline method; does not require water or utility services.
220.2	Wet	A space used for informally scheduled, unscheduled or open instruction that requires special purpose equipment or a specific room configuration for student participation, experimentation, observation, or practice in an academic discipline method; requires water or utility services.
220.3	Computational	A space used for informally scheduled, unscheduled or open instruction that requires special purpose equipment or a specific room configuration for student participation, experimentation, observation, or practice in an academic discipline; uses computers.
220.4	Studio	A space used for informally scheduled, unscheduled or open instruction that requires special purpose equipment or a specific type of furniture for student participation, experimentation, observation, or practice in an academic discipline; equipment or configuration provides studio workspace for demonstration, experimentation or practice.
220.5	Simulation / Occupational	A space used for informally scheduled, unscheduled or open instruction that requires special purpose equipment or a specific room configuration for student participation, experimentation, observation, or practice in an academic discipline; equipment or configuration provides simulated learning experience or occupational training.
225	Open Laboratory Service	A space that directly serves one or more open laboratories as an extension of the activities in those spaces.
225.1	Storage Room	A storage space that directly serves a Open Laboratory or group of Open Laboratories as an extension of the activities in those rooms.
225.2	Assignable Circulation	A lobby, hallway or stairway that directly serves a Open Laboratory or group of Open Laboratories as an extension of the activities in those rooms.

225.3	Assignable Rest Room	A rest room that directly serves a Open Laboratory or group of Open Laboratories as an extension of the activities in those rooms. This is a private toilet room with restricted access – and it is not accessible to the general public.
225.4	Assignable Shower	A shower room that directly serves a Open Laboratory or group of Open Laboratories as an extension of the activities in those rooms. This is a private shower room with restricted access – and it is not accessible to the general public.
225.5	Preparation Room	A space to prepare materials used in one or more Open Laboratories as an extension of the activities in those rooms.
225.6	Temp Controlled Room	A temperature controlled walk-in space where materials are utilized or stored and maintained in a controlled environment within a defined temperature range that directly serves a Open laboratory.
225.7	Fume Hood Room	A fume hood is a ventilated, enclosed work space intended to capture, contain and exhaust harmful or dangerous fumes, vapors and particulate matter generated by procedures conducted within the hood.
225.8	Darkroom	A space for developing photographs, in which normal light is excluded, or for use in nondestructive testing, such as magnetic particle inspection, that directly serves a Open Laboratory.
250	Research Non-Class Lab	A space used for laboratory experimentation, research, or training in research methods; professional research and observation; or structured creative activity within a specific program or for sponsored research (whether sponsored with federal, state, private, or institutional funds).
250.1	Dry	A space used primarily for bench top laboratory experimentation, research or training in research methods that does not require water or utility services.
250.2	Wet	A space used primarily for bench top laboratory experimentation, research or training in research methods that requires water or utility services.

250.3	Computational	A space used primarily for laboratory experimentation, research or training in research methods; or professional research and observation; or structured creative activity within a specific program that uses computers.
255	Research Non-Class Laboratory Service	A space that directly serves one or more research/nonclass laboratories as an extension of the activities in those spaces.
255.1	Storage Room	A storage space that directly serves a Research/Non-Class Lab Laboratory or group of Research/Non-Class Lab Laboratories as an extension of the activities in those rooms.
255.2	Assignable Circulation	A lobby, hallway or stairway that directly serves a Research/Non-Class Lab Laboratory or group of Research/Non-Class Lab Laboratories as an extension of the activities in those rooms.
255.3	Assignable Rest Room	A rest room that directly serves a Research/Non-Class Lab Laboratory or group of Research/Non-Class Lab Laboratories as an extension of the activities in those rooms. This is a private toilet room with restricted access – and it is not accessible to the general public.
255.4	Assignable Shower	A shower room that directly serves a Research/Non-Class Lab Laboratory or group of Research/Non-Class Lab Laboratories as an extension of the activities in those rooms. This is a private shower room with restricted access – and it is not accessible to the general public.
255.5	Preparation Room	A space to prepare materials used in one or more Research/Non-Class Lab Laboratories as an extension of the activities in those rooms.
255.6	Temp Controlled Room	A temperature controlled walk-in space where materials are utilized or stored and maintained in a controlled environment within a defined temperature range that directly serves a Research/Non-Class Lab laboratory.
255.7	Fume Hood Room	A fume hood is a ventilated, enclosed work space intended to capture, contain and exhaust harmful or dangerous fumes, vapors and particulate matter generated by procedures conducted within the hood.

255.8	Darkroom	A space for developing photographs, in which normal light is excluded, or for use in nondestructive testing, such as magnetic particle inspection, that directly serves a Research/Non-Class Lab Laboratory.
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300	Office Facilities	Office facilities are individual, multiperson, or workstation spaces specifically assigned to academic, administrative, and service functions of a college or university.
310	Office	A space housing faculty, staff, or students working at one or more desks, tables, or workstations.
310.1	Office	Enclosed office for single occupant (fixed walls).
310.2	Office Workstation	A single occupant cubicle/workstation located in an open office plan area. Single room number.
310.3	Office Open Plan	A group of cubicles/workstations in large open plan office area; can include some circulation area. Cubicles ARE NOT numbered, room is.
310.4	Office Walkthrough	Enclosed office that provides access to a private office, not necessarily assigned to people who would describe themselves in a receptionist role. Singular or multi occupant.
310.5	Office Reception	Open area that serves a reception function, includes staff workstations and waiting areas, circulation area, and small amounts of other office support areas (copy, file, etc.)
315	Office Service	A space that directly serves an office or group of offices as an extension of the activities in those spaces.
315.1	Storage	Active storage areas within or adjacent to office space that is typically accessible to most, if not all office staff.
315.2	Assignable Circulation	Hallways or walkways that directly serves an office or group of offices in a department
315.3	Assignable Restroom	Private restroom typically serving a private office or group of offices, not available to public.
315.4	Workroom	A space that is used for a combination of activities, e.g. copy/filing, large work surfaces, intermittent workstations, mail. Should only include swing or public workstations, not workstations that should otherwise be classified under 310.

315.5	Breakroom	Breakroom that directly serves an office or group of offices in a department. This space may also function as a private lounge and or kitchenette.
350	Conference Room/Office Related	A space serving an office complex and used primarily for staff meetings and departmental activities.
355	Conf Room SVC/Office Related service	A space that directly serves one or more conference spaces as an extension of the activities in those spaces.

Study Facilities

Study space is classified into five categories: study room, stack, open-stack study room, processing room, and study service. Offices used for library activities are coded as office facilities. A study space may contain equipment or materials that aid the study or learning process (e.g., computers, multimedia carrels, CD and DVD players, typewriters, records and tapes) and that do not restrict the space to a particular academic discipline or discipline group. Whereas a Study Room (410) may appear in almost any type of building on campus (e.g., academic, residential, student service), Stacks (420), Open-Stack Study Rooms (430), and Processing Rooms (440) are typically located in central, branch, and departmental libraries. Identification of library space should be made through the use of functional categories, and departmental space through the combined use of academic discipline and functional categories.

410	Study Space	A room or area used by individuals to study at their convenience, the space not being restricted to a particular subject or discipline by contained equipment.
420	Stack	A space used to house arranged collections of educational materials for use as a study resource.
430	Open-Stack Study Room	A combination study space and stack, generally without physical boundaries between the stack and study areas.
440	Processing Room	A room or area devoted to processes and operations in support of library functions.
455	Study Service	A space that directly serves study spaces, stacks, open-stack study spaces, or processing rooms as a direct extension of the activities in those spaces.

500	Special Use Facilities	This category includes several space use categories that are sufficiently specialized in their primary activity or function to merit a unique space code. Areas and rooms for military training, athletic activity, media production, clinical activities (outside of separately organized health care facilities), demonstration, agricultural field activities, and animal and plant shelters are included here. Although many of these special use facilities provide service to other areas, their special use or configuration dictates that these areas not be coded as service spaces
510	Armory	A room or area used by Reserve Officer Training Corps (ROTC) and ancillary units for military training and/or instructional activities.
515	Armory Service	A space that directly serves an armory facility as an extension of the activities in that facility.
520	Athletic or Physical Education	A room or area used by students, staff, or the public for athletic or physical education activities.
523	Athletic Facilities Spectator Seating	The covered seating area used by students, staff, or the public to watch athletic events.
525	Athletic or Physical Education Service	A space that directly serves an athletic or physical education facility as an extension of the activities in that facility.
525.1	Storage Room	A storage room that directly serves an Athletic or Physical Education facility room or rooms.
525.2	Assignable Circulation	A lobby, hallway or stairway that directly serves an Athletic or Physical Education facility room or rooms as an extension of the activities in those rooms.
525.3	Assignable Toilet	A toilet room that directly serves an Athletic or Physical Education facility room or rooms as an extension of the activities in those rooms. This is a private toilet room with restricted access – and it is not accessible to the general public.

525.4	Locker Room	A locker room that directly serves an Athletic or Physical Education facility room or rooms as an extension of the activities in those rooms.
525.5	Shower Room	A shower room that directly serves an Athletic or Physical Education facility room or rooms.
525.6	Ticket Booth	A room where tickets of admission are sold that directly serves an Athletic or Physical Education facility.
525.7	Physical Therapy/Treatment Room	A space used for examinations, diagnosis, consultation, or treatment that directly serves an Athletic Physical Education facility.
525.8	Private Lounge	A lounge space that directly serves an Athletic or Physical Education facility. This is a private lounge with restricted access and is not accessible to the general public.
525.9	Kitchenette	A kitchenette that directly serves an Athletic or Physical Education facility. This is a private kitchenette with restricted access and is not accessible to the general public.
530	Media Production	A space used for the production or distribution of multimedia materials or signals.
535	Media Production Service	A space that directly serves a media production or distribution space as an extension of the activities in that facility.
540	Clinic	A space used for providing diagnosis, consultation, treatment, or other services to patients or clients or subjects with a primary purpose of instruction, research, or public service.
545	Clinic Service	A space that directly serves a clinic as an extension of the activities in that space.
550	Demonstration	A room or group of spaces used to practice, within an instructional program, the principles of certain disciplines such as teaching, child care or development, and family and consumer science.

555	Demonstration Service	A space that directly serves a demonstration facility as an extension of the activities in that facility.
560	Field Building	A barn or similar agricultural structure used for animal shelters or for the handling, storage, or protection of farm products, supplies, vehicles, or implements.
570	Animal Facilities	A space that houses laboratory animals used for research and/or instructional purposes.
575	Animal Facilities Service	A space that directly serves an animal quarters facility as an extension of the activities in that facility.
580	Greenhouse	A building or space, usually composed chiefly of glass, plastic, or other light-transmitting material, that is used for the cultivation or protection of plants or seedlings for research, instruction, or campus physical maintenance or improvement purposes.
585	Greenhouse Service	A space that directly serves a greenhouse facility as an extension of the activities in that facility.
590	Other	A category of last resort.
591	Quality Of Life Room	Private space accommodation dedicated to a special use.
591.1	Lactation Room	Private space accommodation for parents who are nursing.
591.2	Prayer/Meditation Room	Private space accommodation for prayer, meditation and or reflection.

600	General Use Facilities	A space designed and equipped for the assembly of many persons for such events as dramatic, musical, devotional, livestock judging, or commencement activities
610	Assembly	A space designed and equipped for the assembly of many persons for such events as dramatic, musical, devotional, livestock judging, or commencement activities
610.1	Chapel	A space used for religious services.
610.2	Non-Class Auditorium	Auditorium/Assembly room used for a non-class presentations and performances.
615	Assembly Service	A room or area that directly serves an assembly facility as an extension of the activities in that facility.
615.1	Storage Room	A storage space that directly serves an Assembly room or rooms.
615.2	Assignable Circulation	A lobby, hallway or stairway that directly serves an Assembly room or rooms as an extension of the activities in those rooms.
615.3	Assignable Restroom	A toilet room that directly serves an Assembly room or rooms as an extension of the activities in those rooms. This is a private toilet room with restricted access – and it is not accessible to the general public.
615.4	Ticket Booth	Ticket booth that directly serves an Assembly room. Central ticket outlets serving multiple facilities or services are classified as 660 Merchandising.
615.5	Coat Room	Coat storage that directly serves an Assembly room.
615.6	Dressing Room	A dressing room that directly serves an Assembly room or rooms as an extension of the activities in those rooms.
615.7	Private Lounge	A lounge that directly serves an Assembly room or rooms as an extension of the activities in those rooms. This is a private lounge that serves a specified group.
615.8	Kitchenette	Kitchenette that directly serves an assembly room or rooms as an extension of the activities in those rooms
620	Exhibition	A room or area used for exhibition of materials, works of art, artifacts, etc., and intended for general use by faculty, students, staff, and the public.
625	Exhibition Service	A space that directly serves an exhibition facility as an extension of the activities in that facility.

630	Food Facility	A space used for eating.
630.1	Dining Hall Seating	A space within a dining hall used for eating. i.e. a seating area.
630.2	Café Seating	A space within a café used for eating i.e. a seating area.
630.3	Shop Kitchen and Dining	A space with kitchen and seating facilities for food assembly and consumption - shop personnel only.
635	Food Facility Service	A space that directly serves a food facility as an extension of the activities in that facility.
635.1	Storage Room	A storage space that directly serves a Food Facility room or rooms. NOT food storage.
635.2	Assignable Circulation	A lobby, hallway or stairway that directly serves a Food Facility room or rooms as an extension of the activities in those rooms.
635.3	Assignable Restroom	A toilet room that directly serves an Food Facility room or rooms as an extension of the activities in those rooms. This is a private toilet room with restricted access – and it is not accessible to the general public.
635.4	Kitchen	An area used for cooking and food preparation.
635.5	Assembly/Serving Area	An area used for the final stages of cooking, food preparation and assembly. This area may also include a self-serve food line.
635.6	Cold Storage	Cold storage or freezer refrigeration room that serves a Food Facility as an extension of the activities in that facility.
635.7	Dry Storage	Non temperature controlled food storage room that directly serves a Food Facility as an extension of the activities in that facility.

635.8	Dishwashing Room	Dishwashing room that serves a Food Facility.
640	Day Care	A space used to provide day or night, child or elderly adult care as a nonmedical service to members of the institutional community.
645	Day Care Service	A space that directly serves a primary activity space in a day care facility as an extension of the activities in that space.
650	Lounge	A space used for rest and relaxation that is not restricted to a specific group of people, unit, or area.
655	Lounge Service	A space that directly serves a general use lounge facility.
660	Merchandising	A space used to sell products or services.
665	Merchandising Service	A space that directly serves a merchandising facility as an extension of the activities in that facility.
670	Recreation	A space used by students, staff, or the public for recreational purposes
675	Recreation Service	A space that directly serves a recreation facility as an extension of the activities in that facility.
680	Meeting Room	A room that is used by the institution or the public for a variety of nonclass meetings.
685	Meeting Room Service	A space that serves a meeting space as an extension of the activities in that space.

700	Support Facilities	Support facilities, which provide centralized space for various auxiliary support systems and services of a campus, help keep all institutional programs and activities operational. While not as directly accessible to institutional and community members as General Use Facilities (Code 600 series), these areas provide a continuous, indirect support system to faculty, staff, students, and the public. Support facilities are centralized in that they typically serve an area ranging from an entire building or organizational unit to the entire campus. Included are centralized areas for computer-based data processing and telecommunications, shop services, general storage and supply, vehicle storage, central services (e.g., printing and duplicating, mail, shipping and receiving, environmental testing or monitoring, laundry, or food stores), and hazardous materials areas.
710	Central Computer or Telecommunications	A space used as a data or telecommunications center with applications that are broad enough to serve the overall administrative or academic primary equipment needs of a central group of users, department, college, school, or entire institution.
715	Central Comp. or Telecommunications Service	A space that directly serves a central computer or telecommunications facility as an extension of the activities in that facility.
720	Shop	A space used for the manufacture, repair, or maintenance of products or equipment.
725	Shop Service	A space that directly serves a shop facility as an extension of the activities in that facility.
730	Central Storage	A space or building that is used to store equipment or materials and that serves multiple space use categories, organizational units, or buildings.
735	Central Storage Service	A space that directly serves a central storage facility as an extension of the activities in that facility.
740	Vehicle Storage	A space or structure that is used to house or store vehicles.
745	Vehicle Storage Service	A space that directly serves a vehicle storage facility as an extension of the activities in that facility.
750	Central Service	A room or area that is used for the processing, preparation, testing, or delivery of a complex-central or campus-wide support service.

755	Central Service Support	A space that directly serves a central service facility as an extension of the activities in that facility.
760	Hazardous Materials	A centralized facility used for the storage of materials planned for future use or distribution that are considered hazardous by the physical, chemical, biological, or radioactive nature of the materials.
770	Hazardous Waste Storage	A centralized storage facility used for the treatment and/or disposal of hazardous or toxic waste materials as defined, classified, and controlled under government environmental regulations.
775	Hazardous Waste Service	Small storage areas distributed throughout the institution used for temporary storage of hazardous or toxic waste materials as defined, classified, and controlled under government environmental regulations.
780	Unit Storage	A dedicated storage area or location under the direct control and management of a specific institutional division, department, office, business unit, or similar organizational unit.

800	Health Care Facilities	This series provides space use classifications for patient care areas that are located in separately organized and budgeted health care facilities: student infirmaries and centers, teaching hospitals, stand-alone clinics run by these hospitals, and veterinary and medical schools. Space codes and definitions apply to both human and animal health care areas; excluded are clinic facilities located outside of separately organized and budgeted health care facilities (see Clinic-540). Although the codes in this series are confined to the settings listed, these facilities may also house areas that are classified using applicable codes from other classification series (e.g., classroom, laboratory, office, special use, general use, supporting facilities, etc.).
830	Nurse Station	A room or area used by nurses or other patient care staff who are supervising or administering health care services.
835	Nurse Station Service	A space that directly serves one or more nurse station spaces as an extension of the activities in those spaces.
850	Treatment/Examination Clinic	A space used for examinations, diagnosis, consultation, or treatment.
855	Treatment/Examination Clinic Service	A space that directly serves a Treatment/Examination Clinic room as an extension of the activities in those spaces.
860	Diagnostic Service Laboratory	A space used to provide diagnostic support services to an entire health care facility.
865	Diagnostic Service Laboratory Support	A space that directly serves a diagnostic service laboratory as an extension of the activities in that facility.
870	Central Supplies	A room used centrally to store health care supplies in a health care facility.
880	Public Waiting	A space used by the public to await admission, treatment, or information within a health care facility.

900	Residential Facilities	Residential facilities include housing for students, faculty, staff, and visitors to the institution. Hotel or motel and other guest facilities are included in this series if they are owned or controlled by the institution and used for purposes associated with defined institutional missions (i.e., excluding commercial investment). Note: Not all space in residential facilities is coded using the 900 series. Conventional primary activity and service codes, as with libraries, apply to specific areas. Included are Offices (310), Lounges (650), Study Rooms (410), dining areas (see Food Facility-630), Recreation (670) rooms, and their corresponding service codes. Service rooms that typically appear in residential facilities are specified in the Sleep/Study Service (935) or Apartment Service (955) descriptions.
910	Sleep/Study Without Toilet or Bath	A residential room for one or more individuals typically furnished with bed(s), wardrobe(s), closet(s), desk(s), and chair(s), without an internally connected bath or toilet.
919	Toilet or Bath	A toilet or bathroom intended only for the occupants of the residential facilities, rather than for the public.
920	Sleep/Study With Toilet or Bath	A residential room for one or more individuals typically furnished with bed(s), wardrobe(s), closet(s), desk(s), and chair(s), with an internally connected bath or toilet.
935	Sleep/Study Service	A room that directly serves the occupants of sleep/study rooms.
950	Apartment	A complete living unit, with private cooking facilities, that is not a separate structure.
955	Apartment Service	A room or area that directly serves an apartment or group of apartments as an extension of the activities in that facility.
970	House	A complete living unit, with private cooking facilities, that is a separate structure. Should include fraternity and sorority houses only if owned or controlled by the institution.

000	Unclassified Facilities	Unclassified facilities include those assignable areas that are inactive or unassigned; in the process of being altered, renovated, or converted; or in an unfinished state.
050	Inactive Area	Rooms available for assignment to an organizational unit or activity but unassigned at the time of the inventory.
060	Alteration or Conversion Area	Spaces temporarily out of use because they are being altered, remodeled, or rehabilitated at the time of the inventory.
070	Unfinished Area	All potentially assignable areas in new buildings, shell space, or additions to existing buildings not completely finished at the time of the inventory.

WWW	Circulation Area	Nonassignable spaces required for physical access to floors or subdivisions of space within the building, whether directly bounded by partitions or not.
W01	Bridge/Tunnel;	A covered and walled connecting passageway for people to pass over or under the ground to gain access to another facility.
W02	Elevator	The structural shaft built to accommodate one or more elevator cabs. The entire cross-sectional shaft area is to be inventoried at each floor level through which it passes.
W04	Loading Dock	A covered area of a platform used to load or off-load goods or materials that are to be transported elsewhere within a reasonable amount of time such that the platform is not considered as a storage location. Only the length and width of the platform's covered area is to be included in the inventory. If the platform is internal to the building line, that area of the platform covered by the floor immediately above is to be included in the inventory.
W05	Lobby	A circulation area used to transition from the floor's external entrance to internal circulation space, to pass from one corridor to another, or to move to a different level such as a lobby area outside an elevator bank. Although a Lobby may have some limited seating furniture, it is designed more for passing through (or having standing conversations) than for sitting and relaxing.
W06	Public Corridor	A covered passageway or ramped area available to the general public, whether walled or not, to transport people or things from one location to another. The use of phantom walls is recommended to identify portions of passageways on the same floor level that may represent differing purposes, e.g., a main corridor versus a side corridor, or differing maintenance needs, e.g., terrazzo flooring versus carpeted flooring.

W07

Stairway

The covered internal or external space dedicated to provide nonmechanically assisted passage from one floor level to another. In an enclosed stairway, the crosssectional area of the stairwell is inventoried at each floor through which it passes. In an unenclosed stairway, only that area beneath the stairway structure that is not accessible or has less than a 3-foot ceiling height is included.

XXX	Building Service Area	Nonassignable spaces used to support a building's cleaning and public hygiene functions.
X01	Custodial Supply Closet	A small area or closet that houses limited quantities of custodial supplies for daily use by custodial staff.
X02	Janitor Room	A space dedicated for use by janitorial staff. It may include a clothes changing area, clothes lockers, shower facility, a small eating and relaxing space, a desk for completing paperwork, a sink room for wet mop activities, or a temporary trash collection area for nonhazardous waste materials.
X03	Public Rest Room	Includes all toilet facilities, whether locked or not, that are made available for general public use. Accompanying rest areas that are contiguous to a public rest room are also included as part of the toilet facility's area. For planning purposes, some may wish to provide subcategories of this space use that identifies gender- or nongender-specific rest rooms, handicapped accessibility, etc.
X03.F	Female	Female Public Restroom
X03.M	Male	Male Public Restroom
X03.U	Unisex	Unisex Public Restroom
X03.G	Gender Neutral	Gender Neutral Public Restroom
X04	Trash Room	A space for the temporary storage of nonhazardous waste awaiting disposal or removal.
X06	Restricted Access Circulation	A covered passageway or ramped area restricted to a select group (often maintenance personnel, etc.) whether walled or not, to transport people or things from one location to another. The use of phantom walls is recommended to identify portions of passageways on the same floor level that may represent differing purposes, e.g., a main corridor versus a side corridor, or differing maintenance needs, e.g., terrazzo flooring versus carpeted flooring.

YYY	Mechanical Area	Nonassignable spaces of a building designed to house mechanical equipment and utility services, and shaft areas.
Y01	Central Utility Plant	A facility that primarily houses central utility production and/or distribution to more than one facility on campus. These include such facilities as steam plants, cogeneration facilities, and electrical distribution facilities.
Y02	Fuel Room	A room or area within a building in which fuel for the heating/cooling of the building is stored.
Y03	Shaft	Included are accessible or nonaccessible shaft spaces available to house utility pipes and cables, or to distribute air within or to the exterior of a building. The cross-sectional area of every shaft is to be inventoried at each floor level through which it passes.
Y04	Utility - Mechanical Space	Included are covered and walled areas that house one or more utility and/or mechanical functions for the building. These areas range from large rooms co-located on a “mechanical” floor or basement area to small closet spaces distributed throughout the building. Such areas, while generally located within the exterior walls of a building or as an accessible roof structure, may be separately housed adjacent to the structure that they serve. They include such areas sometimes referred to as electrical, meter, network, or telecommunication spaces. Some may prefer to identify these specific spaces separately and may do so by adding them as subcategories of this space use.
Y10	Utility- Cooling Tower	