Room Name	Security Observation Room	Room Number SECR

Revision	4
Issue Date	31.01.2024

BRIEFING

Briefed Area	12.00 m^2
Hours of Operation	24 Hours
Occupancy	Up to 2 staff
Acoustics	Sound attenuation level medium; acoustic privacy is required.
Remarks	
Description / Special Requirements	The Security Observation Room is a lockable room for security personnel to observe nearby areas and monitor surveillance equipment. This room may be provided as a satellite room separate to the main Security Department (e.g., in the Emergency Unit) or as a reception area for the Security Department. Security staff in will be responsible maintaining order and de-escalating developing situations where aggression may become an issue. Staff identification and access control cards may be produced by security staff in this room. Security staff may also receive, receipt and record lost items of value, contraband and weapons, including reporting to police services in line with jurisdictional policies and procedures.

Security Observation Rooms are typically located close to the main entrance, after hours entrances and/or overseeing the emergency unit waiting area.

Additional Considerations:

- ICT requirements, including computer, camera and printer may be required for creating identification and access control cards for staff as well as passes for contractors and visitors, depending on facility requirements. Requirements for photography for identification card are to be confirmed based operational policies. Where provided, a camera will need to be located near a computer with unobstructed view through an observation window towards a blank wall in an area with adequate lighting.
- Lockdown buttons to entry ways may be provided within the room dependent on service requirements and will be determined based on overall security strategy for the facility.
- The provision and configuration of a weapons safe within the room will be depending on operational policies and jurisdictional requirements.
- Clear signage indicating the function of the room is required.

SERVICES

Electrical	BODY PROTECTED	☐	CARDIAC PROTECTED ☐
HVAC	AIRCONDITIONING	☑	AIRCONDITIONING: hepa filtered ☐
	AIRCONDITIONING: positive pressure	☐	AIRCONDITIONING: negative pressure ☐
	EXHAUST: room exhaust	☐	VENTILATION ☐
Lighting	LIGHTING: colour corrected	☐	LIGHTING: dimmable ☑
	LIGHTING: downlights	☐	LIGHTING: downlights, dimmable ☐
	LIGHTING: fluorescent/LED, downlights	☐	LIGHTING: fluorescent/LED, flush with ceiling, tamper proof ☐
	LIGHTING: fluorescent/LED, general	☑	LIGHTING: indirect ☐
Security / Nurse Call	NURSE CALL SYSTEM	☐	

Room Fabrics

AusHFG code	Description	Comment
CLTI-002	CEILING: acoustic, drop-in tiles, 600 x 1200	
CLCN-009	CORNICE: wall trim fixing	
DWGL-005	DOOR: 910mm c/o, single leaf, observation panel, solid core/glass, paint	lockable, with secure staff-only access
DWPR-005	DOOR PROTECTION: protection plate to 900 AFFL	
FLVY-007	FLOOR FINISH: vinyl, seamless, coved, standard slip resistant	
DWOB-016	OBSERVATION: internal window, alum/safety glass, one way, powdercoat	

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AusHFG code	Description	Comment
FLSK-010	SKIRTING: vinyl, floor vinyl coved, 150H, prefinished	
WLWA-004	WALL FINISH: paint, acrylic, washable	
DWWH-005	WINDOW	optional, provide as required for surveillance of external areas

Fittings, Furniture and Equipment (FF&E) Items

AusHFG code	Description	Group	Qty	Comment
FIJO-031	BENCH: 750D, open under, laminate finish	1	1	
FIJO-059	BENCH TOP: 600D, joinery under, laminate finish	1	1	
DWWD-004	BLIND: roller	3	1	optional, to external window if provided
FIHR-080	BRACKET: for bench, 750D, wall mounted	1	2	
FIHR-006	BRACKET: for display screen, wall mounted	2	1	
FIJO-212	BULKHEAD: joinery	1	1	plasterboard bulkhead is also acceptable
ITSE-010	CABINET: key management, electronic	1	1	optional
ITSE-019	CAMERA: identification photo	3	1	optional, for provision of identification cards, access cards and visitor passes, this may occur at a central security unit reception
FQBS-018	CHAIR: office, ergonomic	3	2	
FQGE-003	CHARGER: battery	3	1	for radios, cameras and other devices as required
ITNE-007	COMPUTER: desktop, with display screen	3	2	
ITNE-007	COMPUTER: desktop, with display screen	3	1	optional, for provision of identification cards, access cards and visitor passes, this may occur at a central security unit reception
FIJO-117	CUPBOARD: tall, double door, adj shelves, lockable	1	1	
FIJO-136	CUPBOARD: underbench, double door, adj shelves, lockable	1	3	
ITSE-048	DISPLAY SCREEN: CCTV system	3	1	type and quantity to meet security requirements for CCTV camera feed observation
DWWH-002	HATCH: pass-through	1	1	sliding window for reception
ITNE-022	PRINTER: identification / access control card	1	1	optional, for provision of identification cards, access cards and visitor passes, this may occur at a central security unit reception
ITNE-023	PRINTER: networked	3	1	
FQSN-060	SAFE: guns	1	1	optional, for securing contraband and weapons, provision in alignment with operational policies and jurisdictional requirements; may be floor mounted.
FQSN-061	SAFE: medium	1	1	for securing lost items of value as required

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AusHFG code	Description	Group	Qty	Comment
ITNE-050	TELEPHONE: handset, desktop, handsfree	3	2	1 to each computer workstation

Engineering Services

AusHFG code	Description	Group	Qty	Comment
ITSE-006	BUTTON: duress, fixed	1	1	mounted under bench; may be wall mounted
ELGP-223	GPO: emergency power, double, wall mounted	1	2	optional, to PC for provision of identification cards, access cards and visitor passes, this may occur at a central security unit reception
ELGP-223	GPO: emergency power, double, wall mounted	1	1	to CCTV display screen; quantity to meet security requirements
ELGP-223	GPO: emergency power, double, wall mounted	1	6	2 to each workstation, 2 to bench with printers
ITIN-026	OUTLET: data, double RJ45, wall mounted	1	1	to CCTV display screen; quantity to meet security requirements
ITIN-026	OUTLET: data, double RJ45, wall mounted	1	1	optional, to PC for provision of identification cards, access cards and visitor passes, this may occur at a central security unit reception
ITIN-026	OUTLET: data, double RJ45, wall mounted	1	3	1 to each workstation, 1 to bench with printers
ITSE-038	READER: access control, general	1	1	
ELBO-012	SWITCH: light, dimmer	1	1	