

Office Space Metrics

These guidelines are intended as an aid in planning and assigning office space. They are not to be considered mandatory allotments, nor are they intended to imply entitlement, as actual space assignments will vary based on architectural and other space restrictions. Rather, these guidelines should serve as a reference for sound management decisions. These numbers are determined by the [Space Planning Advisory Committee \(SPAC\)](#).

The [Regulations and Procedures Manual](#) states the Lab's official policies pertaining to the workplace.

Group	Description	Recommended Metric (Max. Net SF/Person)
1	One level below Division Directors (and above)	140
2	Scientific Leadership (Senior & Distinguished Scientists)	120
3	Scientists, Engineers, Group Leaders, Managers	100
4	Other technical staff, administrative staff & rehired retirees	64
5	Post-docs & graduate students	48