



directing council

PAN AMERICAN
SANITARY
ORGANIZATION
VI MEETING

regional committee

WORLD
HEALTH
ORGANIZATION
IV MEETING



*Havana, Cuba
15-24 September 1952*

CD6/24 (Eng.)
14 September 1952
ORIGINAL: ENGLISH

Topic 28: BUILDINGS AND INSTALLATIONS AT HEADQUARTERS

The Executive Committee, at its 17th Meeting, adopted the following Resolution (Document CE17/35, p.20) on this topic of the Agenda:

RESOLUTION IX

- BUILDINGS AND INSTALLATIONS AT HEADQUARTERS
- A. REPORT OF THE SUBCOMMITTEE ON INTERIM HEADQUARTERS
 - B. REPORT OF THE DIRECTOR

THE EXECUTIVE COMMITTEE

RESOLVES:

1. To express its thanks to the Subcommittee on Interim Headquarters for its efforts.
2. To transmit the report of the Subcommittee to the Directing Council with the following recommendations:
 - a) That the action taken by the Subcommittee to date be approved;
 - b) To interpret the word "interim" as a period of at least 10 years;
 - c) To reconstitute the Subcommittee as a Permanent Subcommittee on Buildings and Installations with a membership of three to be determined by the Executive Committee;

- d) To authorize the Permanent Subcommittee to approve an additional expenditure of not more than 15% over the amount set by the Directing Council for the work of construction and alterations on the buildings of the interim headquarters.

3. To instruct the Permanent Subcommittee to submit its reports to the Executive Committee to make comments thereon for transmittal to the Directing Council.

In accordance with paragraph 2 of the operative part of this Resolution, Documents CE17/10-A and CE17/10-B are attached herewith.



*executive committee of
the directing council*

PAN AMERICAN
SANITARY
ORGANIZATION

*working party of
the regional committee*

WORLD
HEALTH
ORGANIZATION



*17th Meeting
Havana, Cuba
10-12 September 1952*

CE17/10-A (Eng.)
6 September 1952
ORIGINAL: ENGLISH

Topic 15: BUILDINGS AND INSTALLATIONS AT HEADQUARTERS

- A. Report of the Subcommittee on Interim Headquarters
- B. Report of the Director prepared at the request of the Subcommittee on Interim Headquarters

A. Report of the Subcommittee on Interim Headquarters

Background

By virtue of the authority vested in the Executive Committee by Resolution XXII adopted by the XIII Pan American Sanitary Conference (Document CSP13/R XXII Rev. 1) the Executive Committee at its XII Meeting appointed a Subcommittee on Interim Headquarters composed of the Dominican Republic, Guatemala and the United States of America (Document CE12/R II). The Executive Committee (a) authorized the Subcommittee, in collaboration with the Director of the Bureau, to select and contract for buildings or property to serve as interim headquarters pending the construction of a permanent building; (b) empowered the Subcommittee to delegate to the Director authority for making contractual and other commitments in the name of the Executive Committee, for providing the Interim Headquarters; (c) authorized the Subcommittee to approve allotments or to borrow such funds as might be necessary to carry out contracts or to contract for other commitments as required; and (d) authorized the Director to defray the expenses, including travel and per diem, of the Subcommittee from general funds of the Bureau.

After study of a considerable number of available properties the Subcommittee authorized the Director to negotiate for three adjoining buildings at Dupont Circle. Unfortunately, soon after negotiations were started towards the acquisition of the three properties, one building was sold and it was possible to acquire only two of the buildings.

The action taken by the Subcommittee on Interim Headquarters in the purchase of these two buildings was approved by the Executive Committee at its 13th Meeting in April 1951.

Due to the impossibility of acquiring the third building, the Headquarters office space situation remained critical. Despite remodeling which resulted in a net gain of 1,000 square feet of usable office space during the early months of 1952, the lack of sufficient space continued to hamper efficient operations of Headquarters staff.

In light of this situation, consideration was given to the fact that the adjoining building next to 1515 New Hampshire Avenue had been offered for rent or sale. Preliminary investigations were made just prior to the 16th Meeting of the Executive Committee to determine the proper market value of the property.

The details concerning the proposed plan to purchase this adjoining building was brought to the attention of the Executive Committee at its 16th Meeting in April 1952 by the Director, especially in view of the need for additional space to house the new Division of Education and Training.

Subsequently the building was inspected by the three members of the Subcommittee on Interim Headquarters and the reply of Dr. Gándara, Representative of Guatemala, to this proposal is attached as Annex I.

At this time, another problem arose, the solution of which could further ease our space situation. It became apparent at the end of the spring heating season that some immediate action would be required with respect to the heating system in the building at 1501 New Hampshire Avenue. Due to the fact that this system was over 40 years old and had been used by the Bureau at full capacity during the preceding winter, several leaks requiring major repair had developed. Cost to make these repairs had been reliably estimated at \$1000 each and even then, its operation through another heating season was doubtful. Further, it required tremendous quantities of hard coal which is currently much more expensive than other heating fuels e.g. oil, in addition to creating higher cleaning costs. An additional and vital point was the fact that it operated through the use of considerable bulky duct work which made the basement space in 1501 useless for office purposes.

There were therefore two compelling reasons requiring an early meeting of the Subcommittee on Interim Headquarters:

1. An immediate decision was required on the heating system in order to permit installation for the Fall heating season.
2. A recommended solution to our space problem in view of the Subcommittee's earlier decision not to purchase the building adjoining 1515.

Accordingly a meeting of the Subcommittee called by the Acting Director was held on 1 and 2 July at Headquarters.

The following Subcommittee members were present:

Chairman, Dr. Frederick J. Brady (United States)

Dr. Roberto Gándara Lacape (Guatemala)

Dr. Luis F. Thomen (Dominican Republic)

The Bureau was represented by:

Dr. M.G. Candau (Acting Director)

Mr. Harry A. Hinderer (Chief, Division of Administration)

During these meetings the following expenditures were approved:

1. The installation of new heating system at 1501 New Hampshire Avenue (Bid) \$13,648.

The installation of heavier equipment was authorized in order to provide for adequate heating of a new fourth floor if necessary. It has since been determined that the additional cost involved is (Bid) 438.

2. Installation of additional radiators in basement (Bid) 1,986.

3. Removal of old heating system: necessary patch-up and repair after installation of new system (Bid) \$ 4,409.
 4. Installation of new pit to allow for re-positioning of furnace (Bid) 255
 5. Fireproofing of wall around furnace (Bid) 240.
 6. Installation of a new gas water heater in new furnace room (Bid) 400.
 7. Removal of wooden partitions (Estimate) 500.
 8. Installation of new partitions, new shelves, alterations and repairs to basement windows to provide adequate ventilation and fire escapes (Estimate) 1,000.
The Subcommittee accepted the offer of the Chairman to arrange for a Sanitary Engineer of the U.S. Public Health Service to make a survey and report on ventilating problems involved in the use of the basement for office space. The installation of this ventilating system was not considered necessary although provision for adequate fire exits was recommended. A copy of the Sanitary Engineer's report is attached as Annex II.
 9. Installation of proper lighting and electrical outlets (Estimate) 3,000.
 10. Painting of walls and ceilings (Estimate) 700.
 11. Repairs to floors and installation of new tiles where necessary (Estimate) 800.
- \$27,376.

The Subcommittee also decided that the construction of a ramp or subway between the two buildings should not be approved on the basis that the need did not justify the expenditure.

The Subcommittee instructed the Director to engage the services of architects and/or engineers to study the following proposals and prepare their recommendations and estimates of costs for presentation to the next meeting of the Executive Committee. It was understood that expenses would not be incurred for elaborate blue prints or specifications and that free services of contractors, U.S. Government engineers and others would be obtained wherever possible. However, the sum of \$500 was approved by the Subcommittee to cover any necessary architectural or engineering services required at this time:

1. The removal of the present 4th floor of 1501 New Hampshire Avenue and the cost of constructing one or two new floors including extension of elevator. (This survey to include Zoning laws, if foundation is strong enough, etc.)
2. The cost of installation of air conditioning as follows:
 - a) In present quarters including all floors, both buildings.
 - b) In any new floors; added if not included in general estimate for addition of floors.
3. Survey present bathroom facilities in both buildings and recommend desirable additions or changes. Estimate cost of implementing recommendations.
4. Survey possibility of removing additional partitions and eliminating closets in both buildings, to provide more space. Estimate cost of implementing recommendations.
5. Study advisability of removing stone and concrete wall around driveway and improving driveway. Estimate cost.
6. Study advisability of removal or closing of all fireplaces, estimate cost.
7. Study the advisability of constructing a ramp into the back of the basement of 1501 to permit entrance of large crates. Estimate cost.

The Subcommittee in considering the above seven long-range proposals felt that these major alterations and additions to the present premises should be seriously considered only if the "Interim" period of the present location of the Headquarters is interpreted to mean "for at least ten years."

The Subcommittee representing only three countries of the twenty-one member governments was not in a position to render this interpretation as a final conclusion.

The Subcommittee therefore requests that the Executive Committee:

1. Approve the action taken so far by the Subcommittee on Interim Headquarters
2. Interpret the term "Interim Headquarters"
3. Reconstitute the Subcommittee on Interim Headquarters as a permanent Committee on Housing and more clearly define its authority.

CE17/10-A (Eng.)
ANNEX I
ORIGINAL: SPANISH
Page 1

EMBASSY OF GUATEMALA

Washington, D.C.
2 May 1952

Dear Dr. Soper:

As a member of the Permanent Committee appointed to arrange for the purchase of buildings for the offices of the Pan American Sanitary Organization, the undersigned, Delegate of Guatemala, wishes to submit the following information:

1. I visited the building indicated by you, which could be used for administrative offices. It is my opinion that although, in accordance with the information you gave, it might be a good investment for the future, it does not appear to meet the necessary requirements for the immediate purpose, that is, the installation of offices.
 - a) It is an old building and an investment of not less than 50% of its present value would be required to recondition it.
 - b) Even if the investment were made, I do not believe that the present possibilities of the building are such as will meet the requirements for installation of technical offices.
2. Confirming my conversation with Dr. Cancau on this matter, I believe that in order to reach a definite decision as to the advisability or inadvisability of acquiring this or any other building, the Committee should be furnished with the specific information needed to enable it to formulate a definite opinion, such as: cost of the building, cost of repairs, distribution of offices within the building, as well as distribution of offices in the buildings presently in use. With this information, the Committee, meeting in plenary session, will be in a position to give its opinion, within a few days and with a sufficient basis of facts to obtain the approval of the Directing Council.

In summary, until the aforesaid conditions have been met, the Delegate of Guatemala, as member of the Permanent Committee, regrets to state that he is unable to authorize purchase of the building in question,

CE17/10-A

ANNEX I

Page 2

and he believes that, in the interests of the Organization, the proposed meeting should be held, on whatever date you may wish to designate.

Very truly yours,

(signed) Roberto Gandara L.
Member of the Permanent Committee on
Purchase of Buildings and
Delegate of Guatemala at the
Pan American Sanitary Bureau

Dr. Fred L. Soper
Director of the Pan American Sanitary Bureau
Washington, D. C.

CC: Executive Committee of the Organization

July 28, 1952

To: Sub-Committee on Interim Headquarters for P.A.S.B.
From: Henry N. Doyle, Sr. Sanitary Engineer
Subject: 1501 New Hampshire Avenue

On July 1 an inspection was made of the basement at 1501 New Hampshire Avenue in order to determine its fitness for use as offices.

The writer was informed that the northwest corner of the basement was to be converted into space for offices. In order to accomplish this it was proposed to remove all of the existing wood partitions, overhead air ducts and pipe, repaint the walls and tile the floors. The other wing of the basement is to be used as a supplementary room to the archives and will not be occupied continuously.

In my opinion this arrangement should be satisfactory and should not constitute a health hazard as this space is to be used solely for office purposes. It is felt that forced ventilation in the office area would be desirable but it does not appear to be necessary. It will doubtless be necessary to use wall and floor fans in order to assist the circulation of air in this area.

In the remodeling program I should like to suggest that all windows be made usable and that they be well equipped with metal casements. Consideration should be given to providing additional outlets to the outside in the basement for use in case of an emergency.

(signed) Henry N. Doyle

C O P Y



*executive committee of
the directing council*

PAN AMERICAN
SANITARY
ORGANIZATION

*working party of
the regional committee*

WORLD
HEALTH
ORGANIZATION



17th Meeting
Havana, Cuba
10-12 September 1952

CEL7/10-B (Eng.)
26 August 1952
ORIGINAL: ENGLISH

Topic 15: BUILDINGS AND INSTALLATIONS AT HEADQUARTERS

- A. Report of the Subcommittee on Interim Headquarters
- B. Report of the Director prepared at the request of the Subcommittee on Interim Headquarters

B. Report of the Director prepared at Request of Subcommittee on Interim Headquarters

In accordance with the instructions of the Subcommittee on Interim Headquarters (Document CEL7/10-A), the Director respectfully submits the following estimates and relative data covering the specific points raised by the Subcommittee.

Point 1. Removal of the present 4th floor of the 1501 New Hampshire Avenue building and the cost of constructing one or two new floors including the extension of the present elevator.

Zone restrictions would not permit a fifth floor being added to the building but would allow reconstruction of the present 4th floor. The existing foundation and masonry walls are adequate to carry the additional weight. The complete job including adequate toilet facilities but excluding the extension of the elevator is estimated to cost \$ 96,000.

The age and condition of the elevator presently serving the 1st, 2nd and 3rd floor would not permit it being extended to the 4th floor. A new automatic elevator with new machinery to serve all floors of 1501 New Hampshire Avenue is estimated to cost \$ 16,500.

If the 4th floor is reconstructed, it would be necessary to have architectural and structural plans which would require about two months to prepare, and would cost approximately \$ 3,000.

The total estimated cost of reconstructing the 4th floor of 1501 New Hampshire Avenue and the installation of the new elevator is \$115,500.

Point 2. Cost of installing air conditioning

(a) In present quarters including all floors, both buildings.

(b) In any new floors; if not included in general estimate for addition of floors.

This would require a seventy-five horsepower compressor with separate air-conditioning units for each building. The estimate includes construction of a separate building to the rear of and to follow the east lot line of 1515. The building is to be of a color of brick to match existing buildings as near as possible and to conform in architecture; size thereof to be 18 ft. long, 13 ft. wide and 15 ft. ceiling height and constructed to carry a condensing unit on the roof with balance of equipment inside. The estimate also includes all duct work which will be constructed in accordance with the specifications of the American Society of Heating, Ventilating and Air Conditioning Engineers. Total estimated cost \$ 68,000.

Estimated cost to operate this equipment during each season is \$960 for additional electric current, water, supplies and maintenance.

An important consideration in connection with the proposed system is that to date, each building has been operated independently of the other, so that at any future date either could be sold, or rented without affecting the other.

Installation of the system proposed above, would represent an important departure from this principle of independent maintenance, in that the new small building housing the basic equipment for both buildings would be located to the rear of 1515. Building regulations will only permit construction on one lot or the other - not on both.

The above costs are based on installation adequate to serve the present space. However, basic equipment would also be adequate to serve an expanded fourth floor and estimates on the 4th floor renovation includes provision for air-conditioning that floor.

Point 3. Survey present bathroom facilities in both buildings and recommend desirable additions or changes.

Architect's drawings and contractor's cost estimates for proposed improvements are attached as Annex B-I. No new bathrooms have been recommended except for the basement in 1501. Instead, the proposed revisions will provide generally for use of the present bathrooms by more than one person at a time - at present a serious limitation. Of the total ten floors in both buildings, five would have both men's and women's facilities while each of the remaining five would have one or the other so arranged that a bathroom would be available on the next floor above or below for each employee.

The plans provide for expanded facilities on the present 4th floor in 1501 to cost \$1,200 which would be unnecessary if this floor is re-constructed. Further, provision is made for a completely new men's toilet in the basement of 1501 to cost an estimated \$2,500 and to be so laid out as to permit simultaneous use. No sketch of this additional facility is included in the attached plans. Also, no change of any kind is possible, due to space limitation, in the existing women's toilet on the 2nd floor of 1501. Proposed facilities on the first and third floors have been expanded accordingly.

Estimated cost:	1501 -	\$8,500.
	1515 -	<u>7,000.</u>
	Total	\$15,500.

Point 4. Survey possibility of removing additional partitions and eliminating closets in both buildings to provide more space.

Bid on removing several partitions, one large closet, and other presently unusable space on 4th floor of 1515 to provide a net gain of only 206 square feet is \$ 3,700.

Point 5. Study advisability of removing stone and cement wall around driveway and improving driveway.

Architect's drawings of recommended changes are attached as Annex B-II. Replacement of present concrete in front of both buildings is recommended due to varying slopes and levels now existent. Most of the present granite and cement walls would be eliminated with a minor portion reset as shown. Street curbing would be re-arranged to conform with District of Columbia Highway Department requirements. Total bid for all work as shown is \$3,500.

This cost could be reduced by \$675 by planting hedges on both sides in front of 1501 instead of the proposed resetting of the stone wall. In the architect's opinion, this would not detract from the general appearance.

Point 6. Study advisability of removal or closing of all fireplaces, estimate cost.

No removal of any complete chimneys and fireplaces in 1501 is recommended by the architect unless the 4th floor is rebuilt. If the 4th floor is rebuilt, removal of several fireplaces is recommended in instances where these project so as to result in loss of floor space. In other instances, only the closing of fireplace openings is recommended. Estimated cost of this work in 1501 is \$1,760.

No removal of fireplaces is recommended in 1515 but closing of these is advised for safety purposes. Estimated cost is... \$ 360.

Point 7. Study the advisability of constructing a ramp into back of basement of 1501 to permit entrance of large crates.

Due to need for through ventilation and for an exit from the front of the basement in 1501, both architect and contractor recommend construction of a combination ramp and stairway along the front wall as shown in the architect's sketch referred to under Point 5 above. This entrance would be concealed from public view, either by resetting the stone wall or planting hedge, as described above. The ramp portion would be wide enough so that large crates could be lowered or raised with a minimum of effort.

Total bid for ramp, steps, retaining wall, entrance door and water drain: \$1,500.

In addition to the above seven points, specifically requested by the Subcommittee, the following information is submitted regarding utilization of presently available space.

Floor plans showing present space layouts for each floor are attached as Annex B-III. Our present situation is summarized as follows:

Usable Office Space - 1501

<u>Floor</u>	<u>Number of Positions</u>	<u>Usable Square Feet</u>	<u>Average Square Feet Per Person</u>
4th	27	1720	64
3rd	21	2340	111
2nd	46	3010	65
1st	26	1577	61
Basement	5	400	80
Total 1501:	125	9047	72

Usable Office Space - 1515

<u>Floor</u>	<u>Number of Positions</u>	<u>Usable Square Feet</u>	<u>Average Square Feet Per Person</u>
4th	29	1521	52
3rd	24	1777	74
2nd	33	2051	62
1st	14	1338	96
Basement	11	779	77
Total 1515:	111	7466	67
Total Usable Office Space - Both Buildings	236	16,513	70

Auxiliary Space

In addition, the following space, while not available for placement of desks, is necessary for general utility purposes:

	<u>Square Feet</u>
1501 - 3rd floor conference room	350
1st floor switchboard equipment	246
1st floor library book shelves	460
1515 - Basement - Printing machinery	379
Total Auxiliary space	1435

Total usable office space and auxiliary space in both buildings is 17,948 square feet.

The Director wishes to inform the Executive Committee of the reply received from the Government of the United States concerning the Directing Council's desire to receive another offer of land that may be more suitably located as the site for the construction of the permanent headquarters for the Pan American Sanitary Bureau. (Resolution XXX-V Meeting of the Directing Council).

The communication from the U.S. Government reads as follows:

DEPARTMENT OF STATE
Washington

August 1, 1952

My dear Dr. Soper:

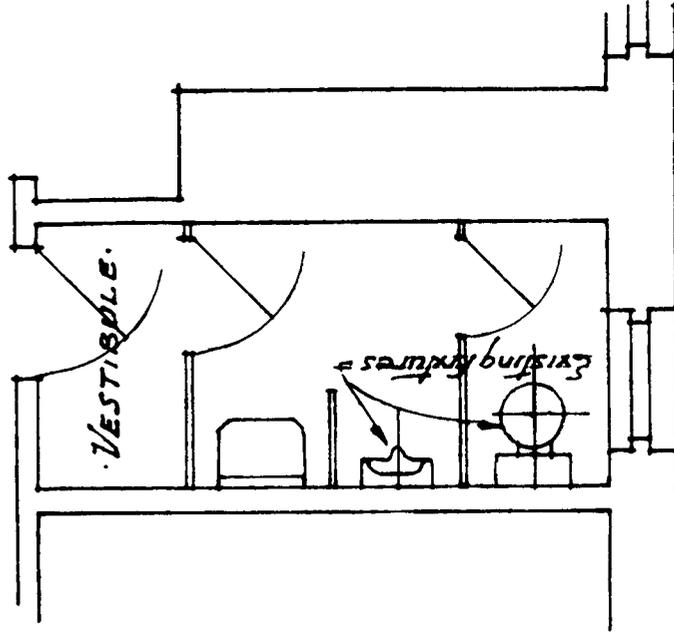
I refer to the Acting Director's letter of December 5, 1951, regarding the Directing Council's decision on the property offered by the United States as the site for the construction of the permanent headquarters for the Pan American Sanitary Bureau. The Directing Council expressed the desire to receive another offer of land that was more suitably located. I have delayed in replying to this letter in the hope that I could make such an offer. However, the Department has been unable to locate a site which will meet the criterion set forth in the last paragraph of the Acting Director's letter.

The Subcommittee on Interim Headquarters met July 1 and 2, 1952 to consider the general headquarters question. While the Subcommittee devoted its attention primarily to urgent improvements in the Hitt House, it gave some consideration to the long-range housing needs of the Bureau. With respect to this latter point, I understand that the Subcommittee was of the opinion that the Bureau should plan on the use of the present headquarters for a minimum period of ten years and is so recommending to the Directing Council through the Executive Committee. In reaching this decision it undoubtedly had in mind the fact that until the program of decentralization is completed, it will be very difficult to determine precisely what the permanent headquarters requirements of the Bureau will be. At the end of this period the Pan American Sanitary Bureau will undoubtedly wish to reconsider this matter in the light of the prevailing space needs and the location desired. In this connection, I doubt very much whether the Department will be able to offer a site which will be as strategically located with respect to Government offices, diplomatic missions, hotels and public transportation as is the Dupont Circle property.

The recommendations of the Subcommittee on Interim Headquarters would postpone further consideration of the permanent headquarters question for a period of at least ten years and direct attention toward improving the premises now occupied by the Bureau. If the Directing Council approves these recommendations, it may wish to defer its request for the offer of another site. Pending such a decision, the Department will continue to bear in mind the request of the Directing Council.

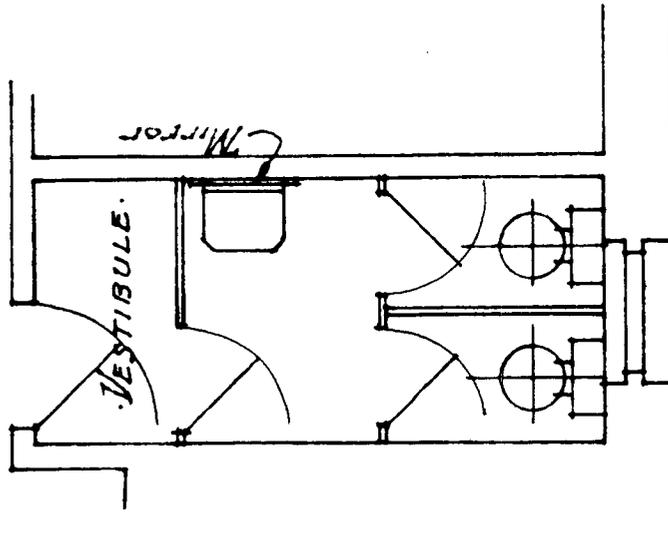
Sincerely yours,

(signed) John D. Hickerson
Assistant Secretary



MEN'S TOILET

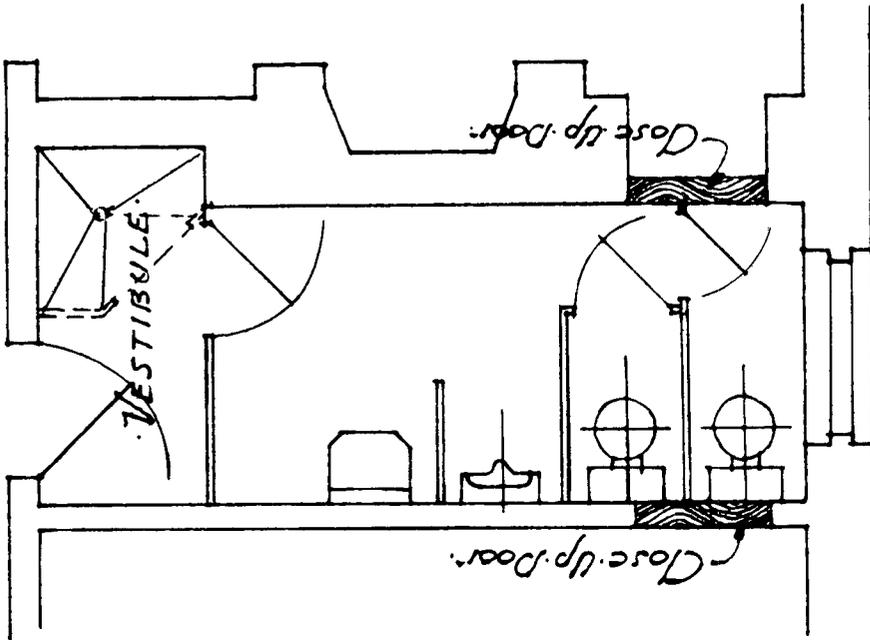
- Remove Wash Basin.
 - Add One Near Basin.
 - Add Toilet Partition.
 - Add Vestibule Partition.
 - Add Screen Beside Urinal.
- COST \$ 475.00



WOMEN'S TOILET

- Remove Bath Tub.
 - Relocate Toilet Basin.
 - Add One Toilet.
 - Add Two Toilet Partitions.
 - Add Vestibule Partition.
- COST \$ 725.00

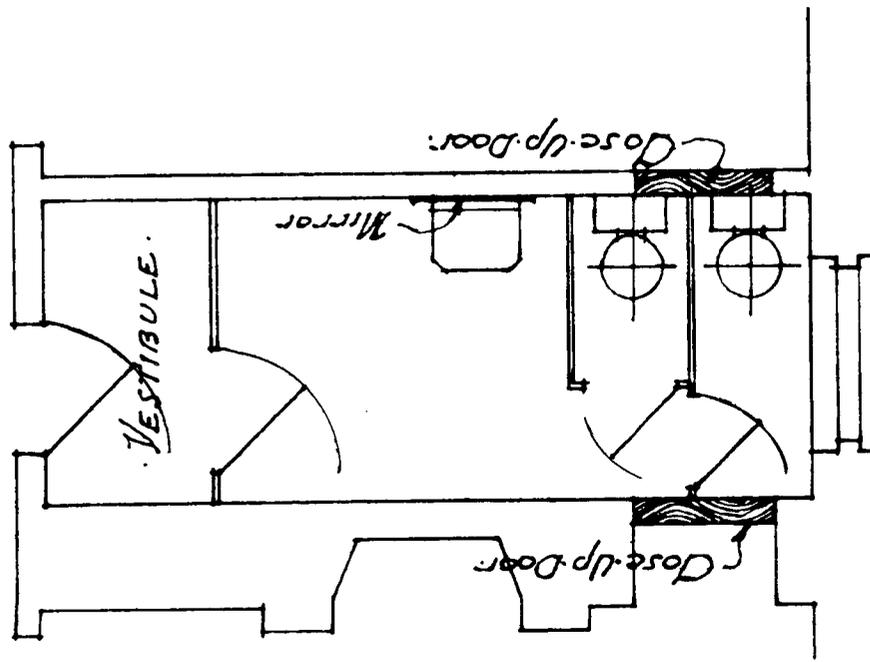
FOURTH FLOOR PLAN
1501 NEW HAMPSHIRE AVE



MEN'S TOILET.

- Remove Shower Stall & Basin.
- Relocate Toilet & Urinal.
- Add One Toilet & One Basin.
- Add Two Toilet Partitions - Screen beside Urinal & Vestibule Bath.

COST \$1520.00



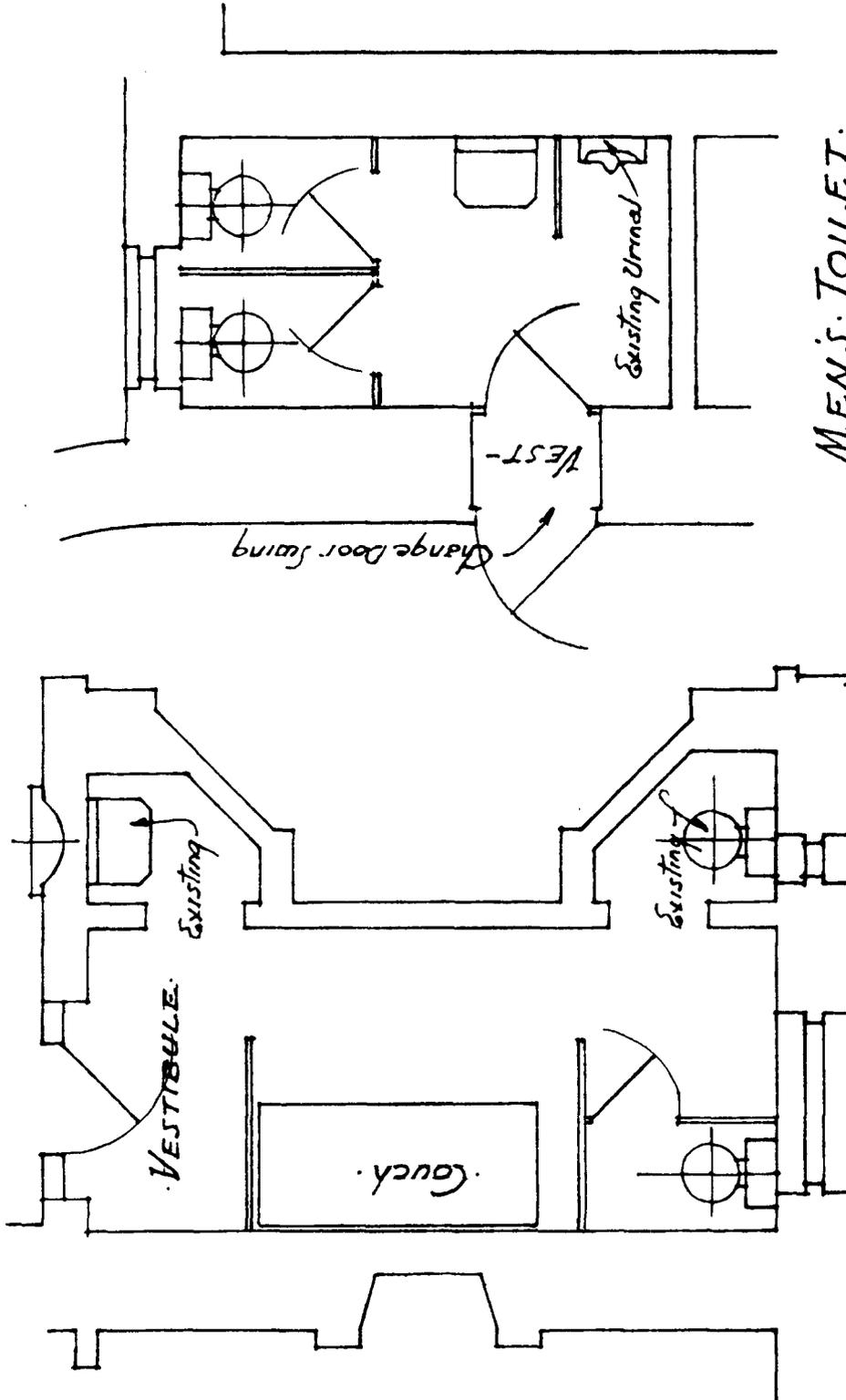
WOMEN'S TOILET.

- Remove Bath Tub & Basin.
- Relocate Existing Toilet.
- Add One Toilet & One Basin.
- Add Two Toilet Partitions
- Add Vestibule Partition.

COST \$1375.00

THIRD FLOOR PLAN.

1501 NEW HAMPSHIRE AVE.
SCALE 1/4" = 1'-0"



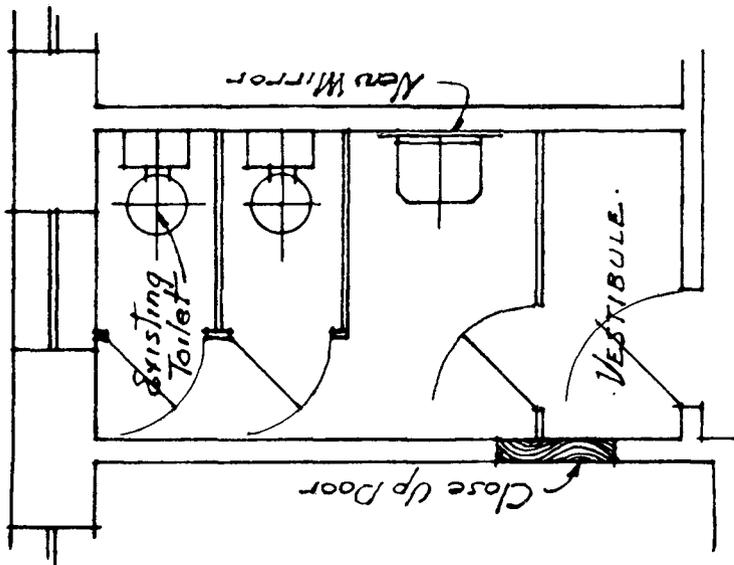
MEN'S TOILET.

Remove Wash Basin
Relocate Toilet.
Add One Toilet & One Basin.
Add Two Toilet Partitions - Screen
beside Urinal & Vestibule Door
COST \$1025.00

WOMEN'S TOILET.

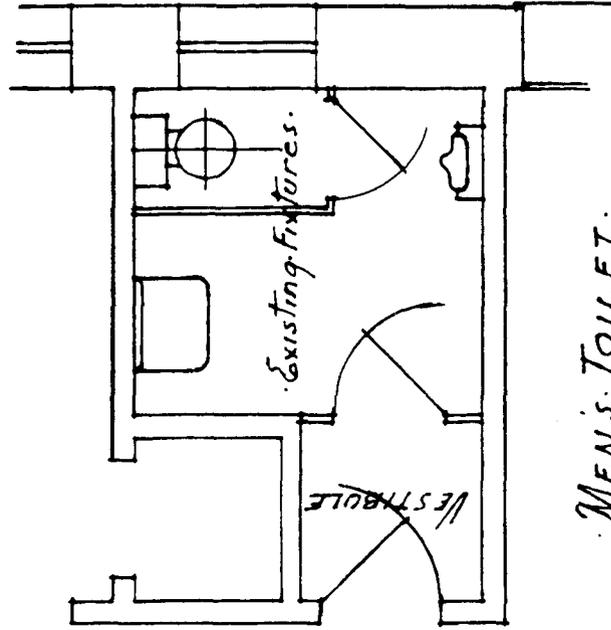
Add One Toilet.
Add One Toilet Partition.
Add Vestibule Partition.
COST \$880.00

FIRST FLOOR PLAN.
1501 NEW HAMPSHIRE AVE.



WOMEN'S TOILET.

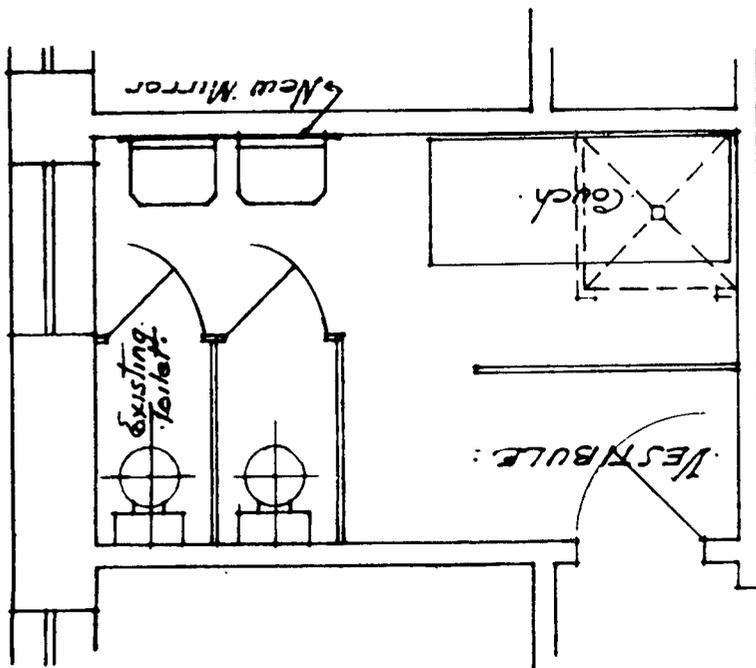
Move Wash Basin.
Add One Toilet.
Add 2 Toilet Partitions.
Add Vestibule Partition.
COST \$950.00



MEN'S TOILET.

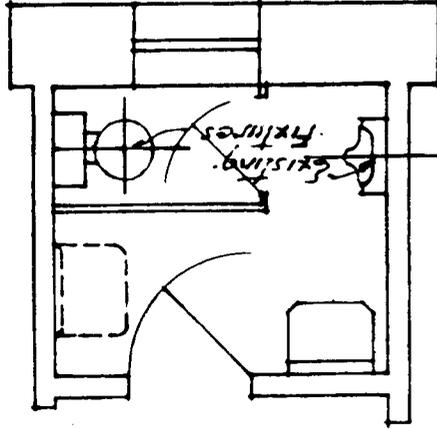
Plumbing Fixtures Unchanged.
Add One Toilet Partition.
Add Vestibule Partition.
COST \$250.00

FOURTH FLOOR PLAN.
1515 NEW HAMPSHIRE AVE.



WOMEN'S TOILET.

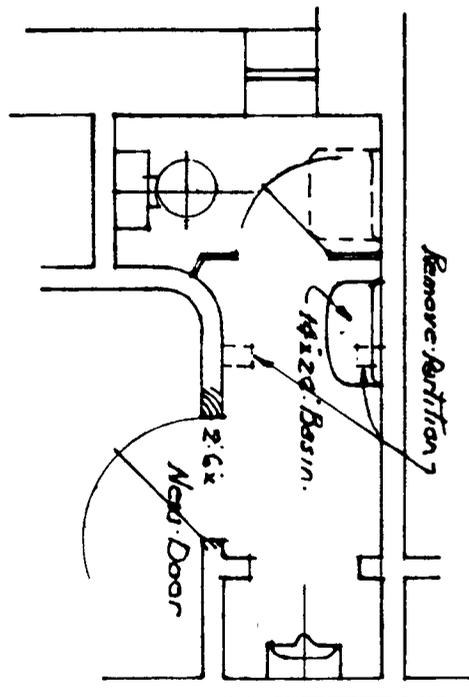
- Remove Existing Basin.
 - Remove Shower Stall.
 - Add One Toilet
 - Add Two New Basins.
 - Add Two Toilet Partitions.
 - Add Vestibule Screen Part'n
- COST \$1100.00



MEN'S TOILET.

- Relocate Wash Basin.
 - Add One Toilet Partition.
- COST \$500.00

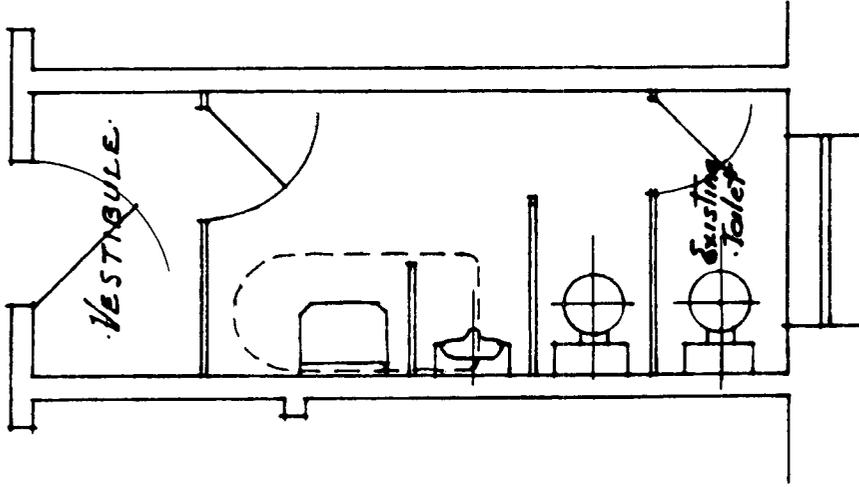
THIRD FLOOR PLAN.
1515 NEW HAMPSHIRE AVE.



MEN'S TOILET.

- Remove Wash Basin.
- Add One Basin & One Urinal.
- Add Toilet Partition ~

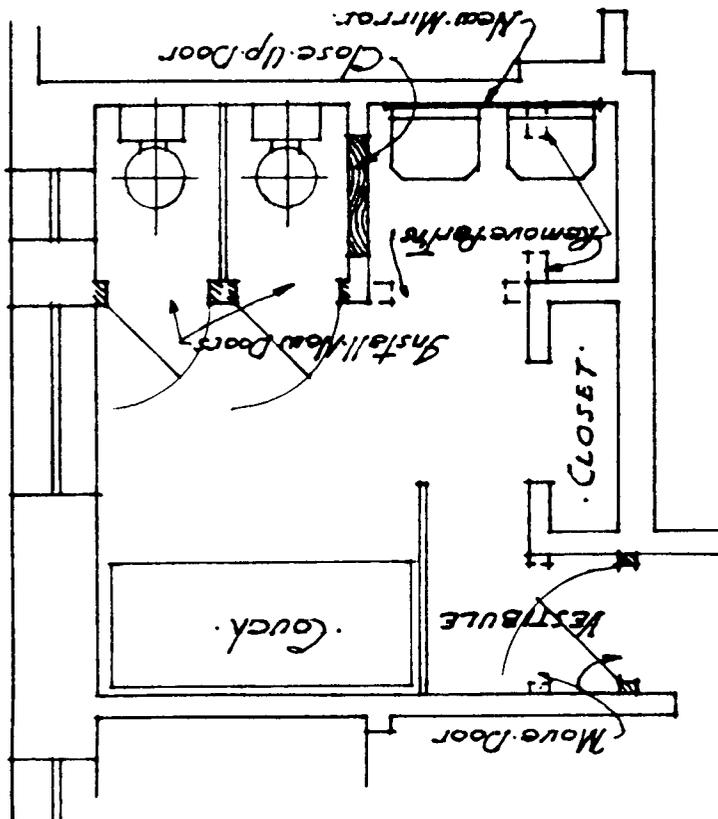
SECOND FLOOR
Cost \$ 900.00



MEN'S TOILET - BASEMENT

- Remove Bath Tub & Existing Basin.
- Add One Toilet - One Urinal - One Basin.
- Add Toilet Partition & Two Screen Partns
- Add Vestibule Partitions.

COST \$ 2000.00

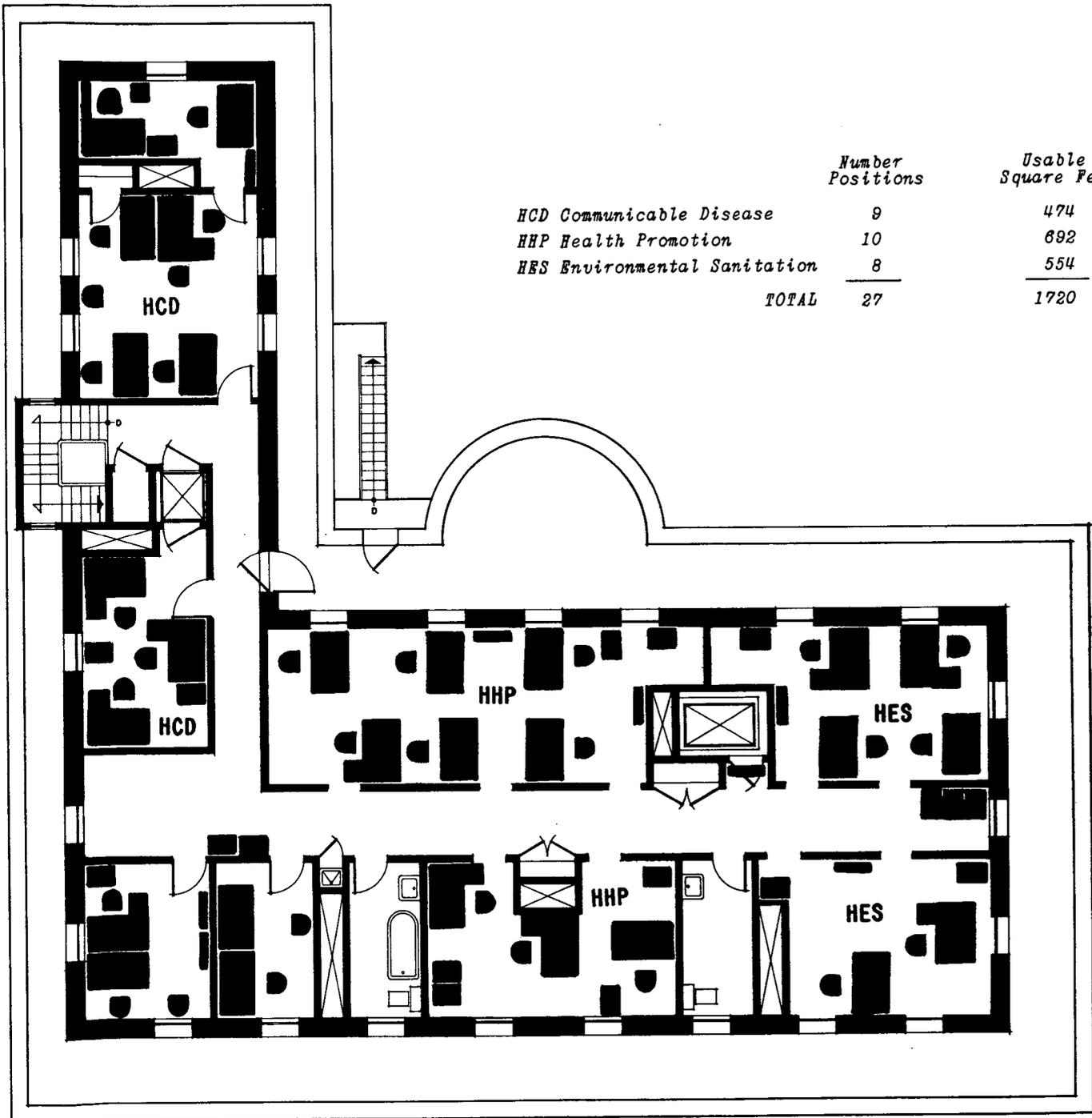


WOMEN'S TOILET - FIRST FLOOR

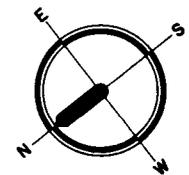
- Remove Existing Basin.
- Add One Toilet.
- Add Two New Basins.
- Add Two Toilet Doors.
- Add Partition Between Toilets.
- Add Vestibule Screen Partition.

COST \$ 1300.00

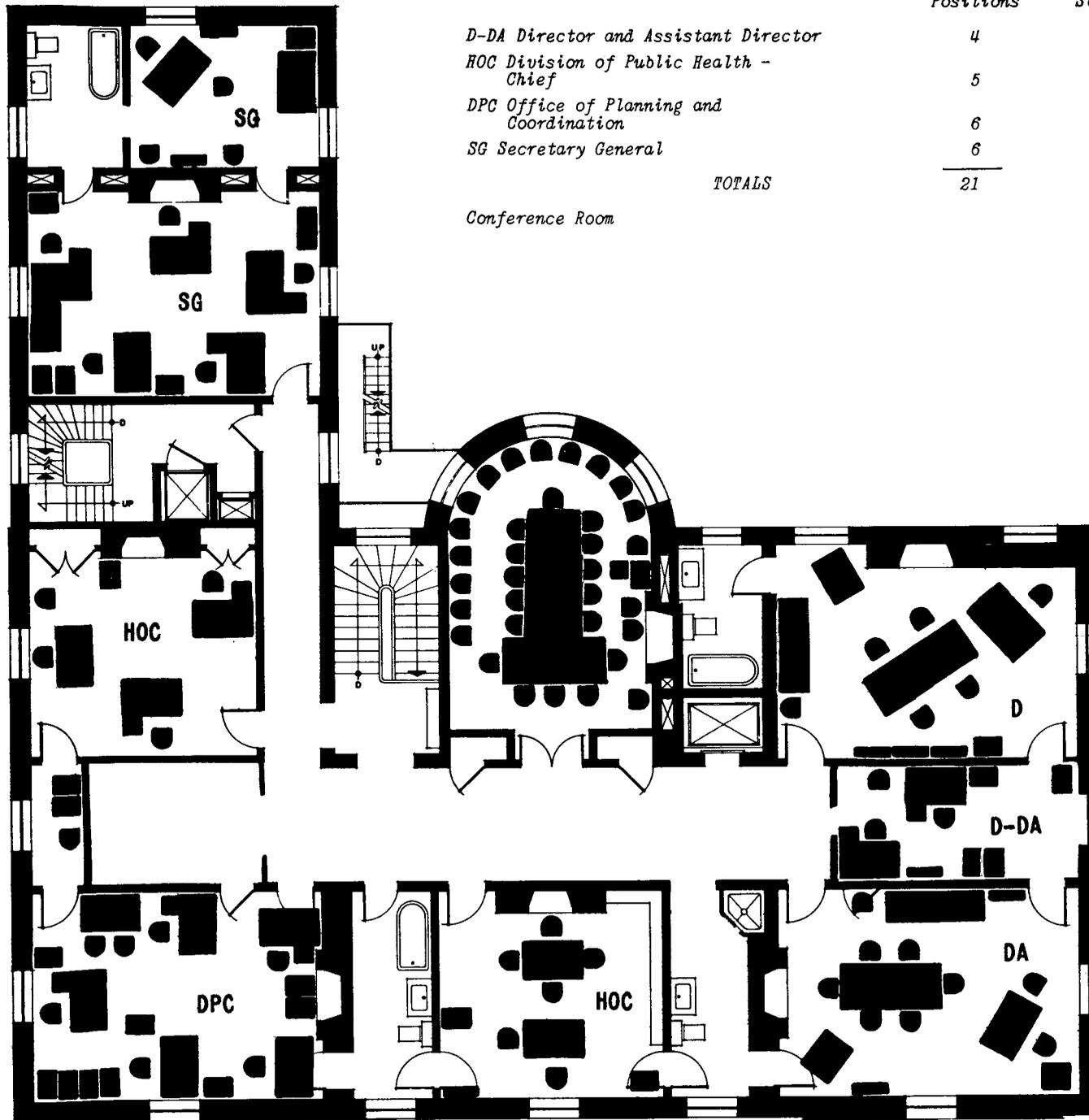
1515 NEW HAMPSHIRE AVE



	<i>Number Positions</i>	<i>Usable Square Feet</i>	<i>Average Square Feet per person</i>
<i>HCD Communicable Disease</i>	9	474	53
<i>HHP Health Promotion</i>	10	692	69
<i>HES Environmental Sanitation</i>	8	554	69
<i>TOTAL</i>	27	1720	64



FOURTH FLOOR PLAN
 P. A. S. B. BUILDING
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 WASHINGTON, D. C.

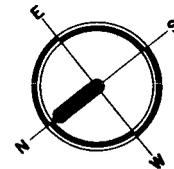


D-DA Director and Assistant Director
 HOC Division of Public Health - Chief
 DPC Office of Planning and Coordination
 SG Secretary General

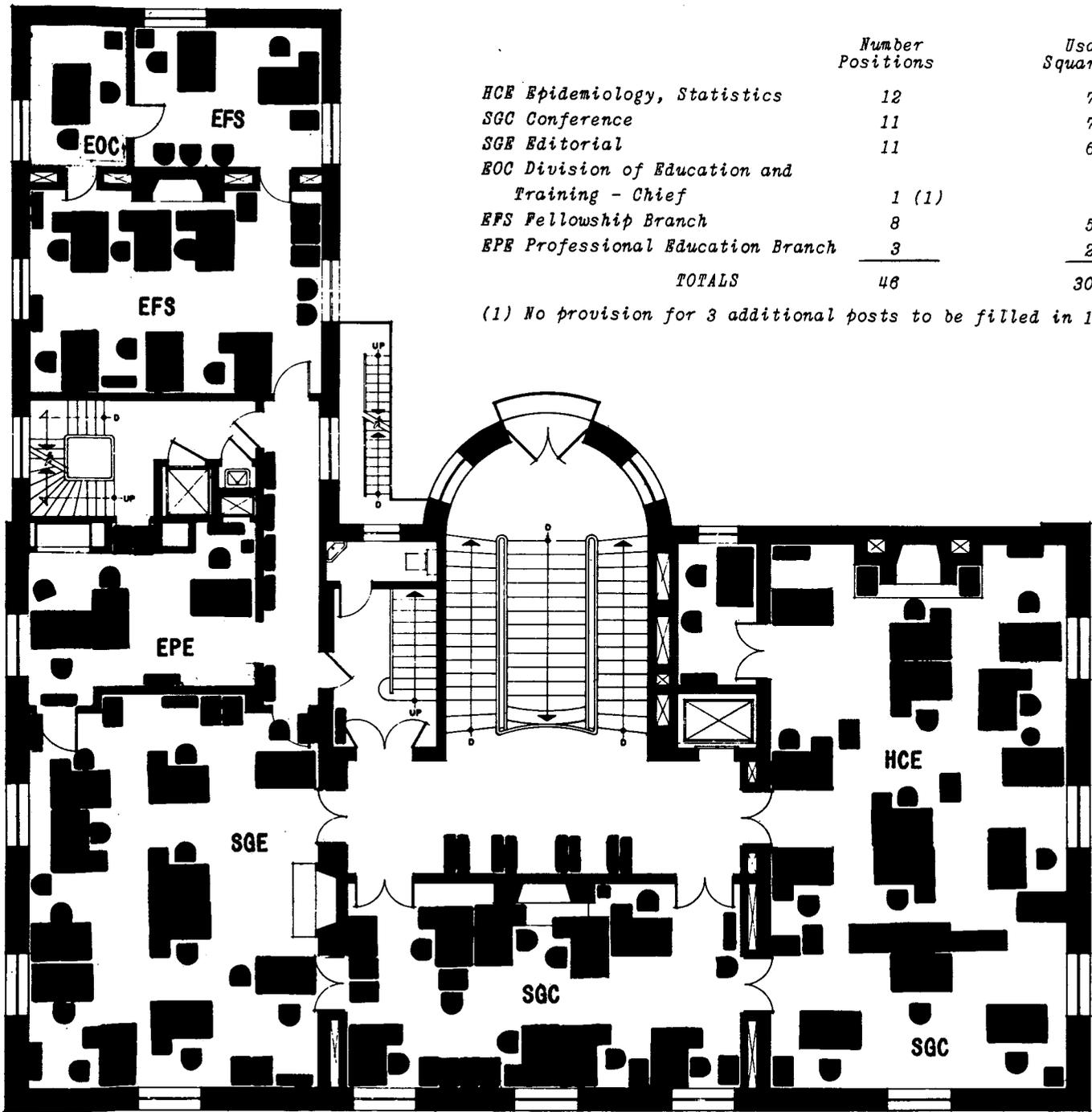
TOTALS

Conference Room

	Number Positions	Usable Square Feet	Average Square Feet per person
D-DA Director and Assistant Director	4	915	229
HOC Division of Public Health - Chief	5	529	106
DPC Office of Planning and Coordination	6	368	61
SG Secretary General	6	528	88
TOTALS	21	2340	111
Conference Room		350	
		2690	

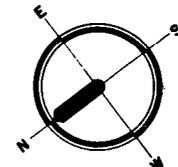


THIRD FLOOR PLAN
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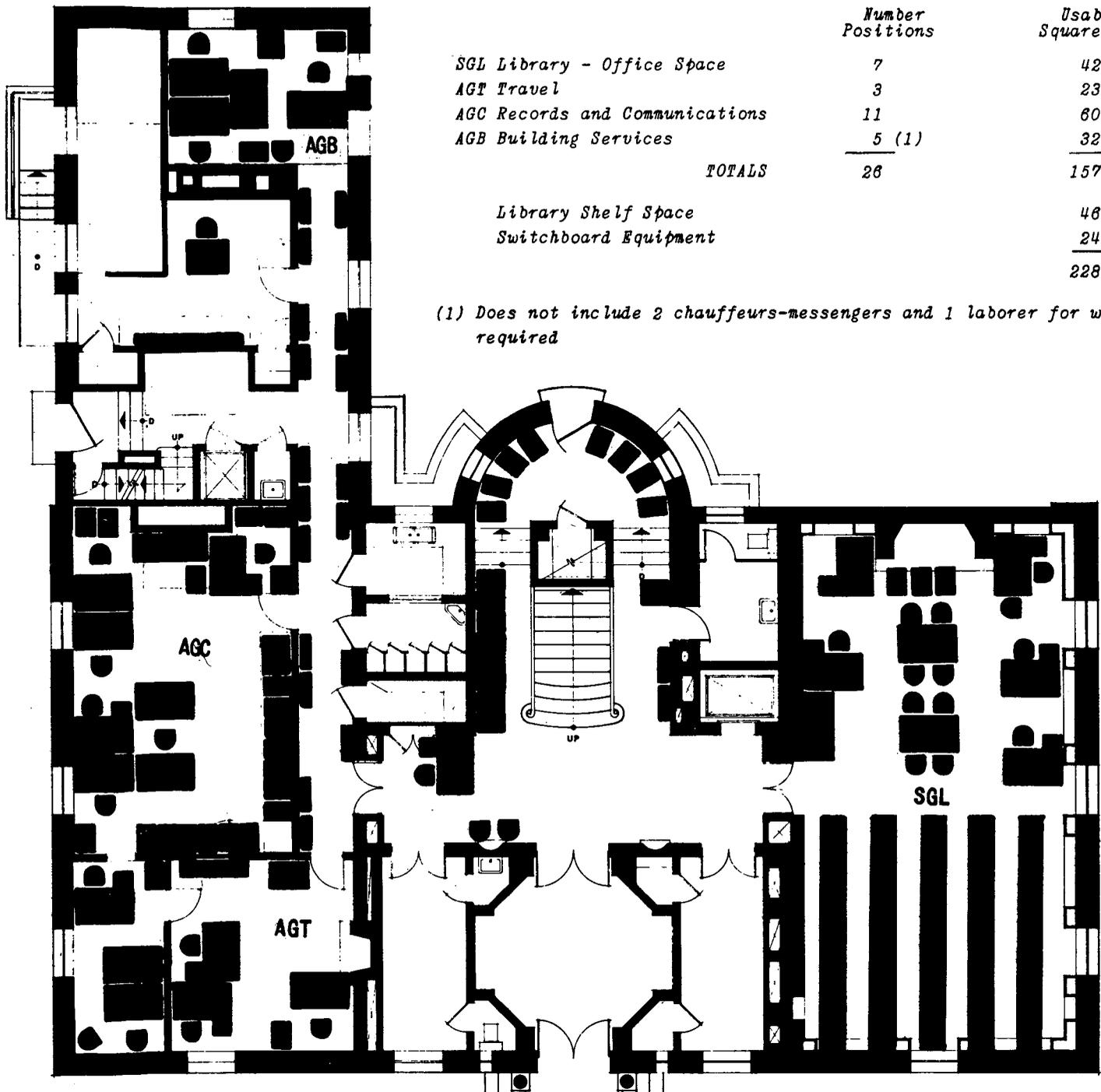


	Number Positions	Usable Square Feet	Average Square Feet per person
HCE Epidemiology, Statistics	12	736	61
SGC Conference	11	749	68
SGE Editorial	11	696	63
EOC Division of Education and Training - Chief	1 (1)	88	88
EFS Fellowship Branch	8	533	66
EPE Professional Education Branch	3	218	73
TOTALS	48	3010	65

(1) No provision for 3 additional posts to be filled in 1953

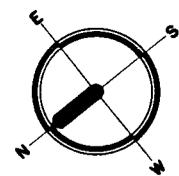


SECOND FLOOR PLAN
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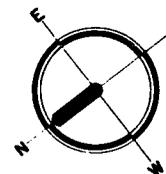
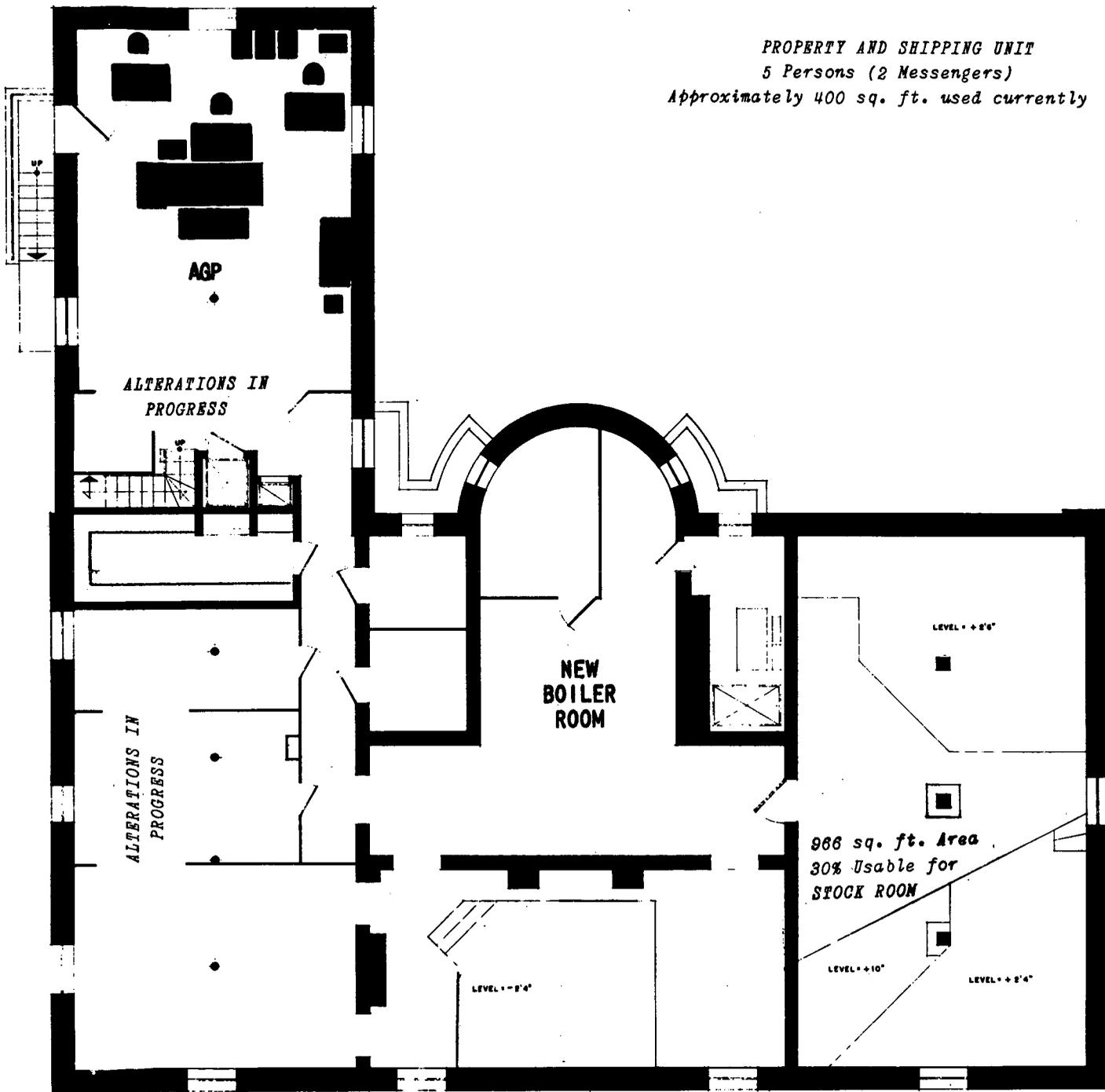
	Number Positions	Usable Square Feet	Average Square Feet per person
SGL Library - Office Space	7	420	60
AGT Travel	3	233	77
AGC Records and Communications	11	604	55
AGB Building Services	5 (1)	320	64
TOTALS	26	1577	61
Library Shelf Space		480	
Switchboard Equipment		246	
		2283	

(1) Does not include 2 chauffeurs-messengers and 1 laborer for whom desk space is not required



FIRST FLOOR PLAN
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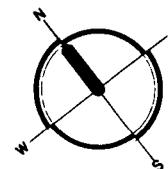
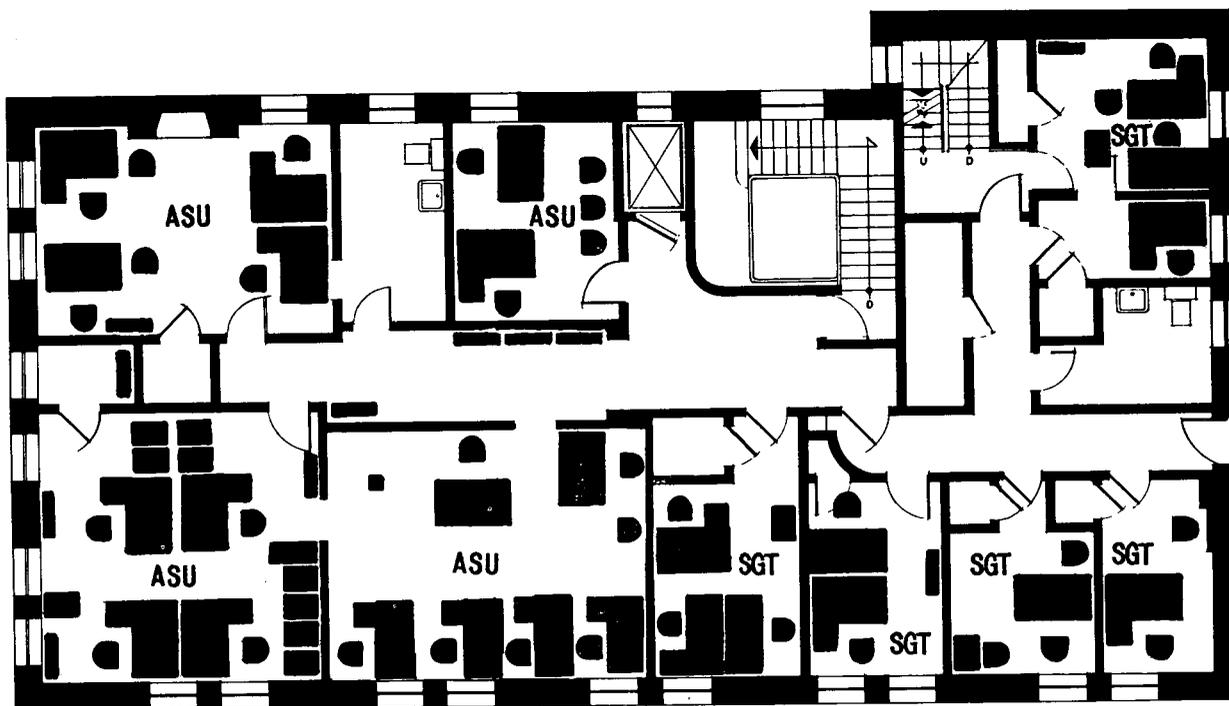
PROPERTY AND SHIPPING UNIT
5 Persons (2 Messengers)
Approximately 400 sq. ft. used currently



BASEMENT PLAN
P. A. S. B. BUILDING
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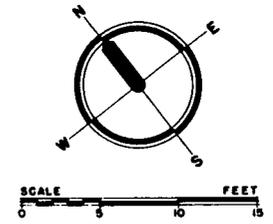
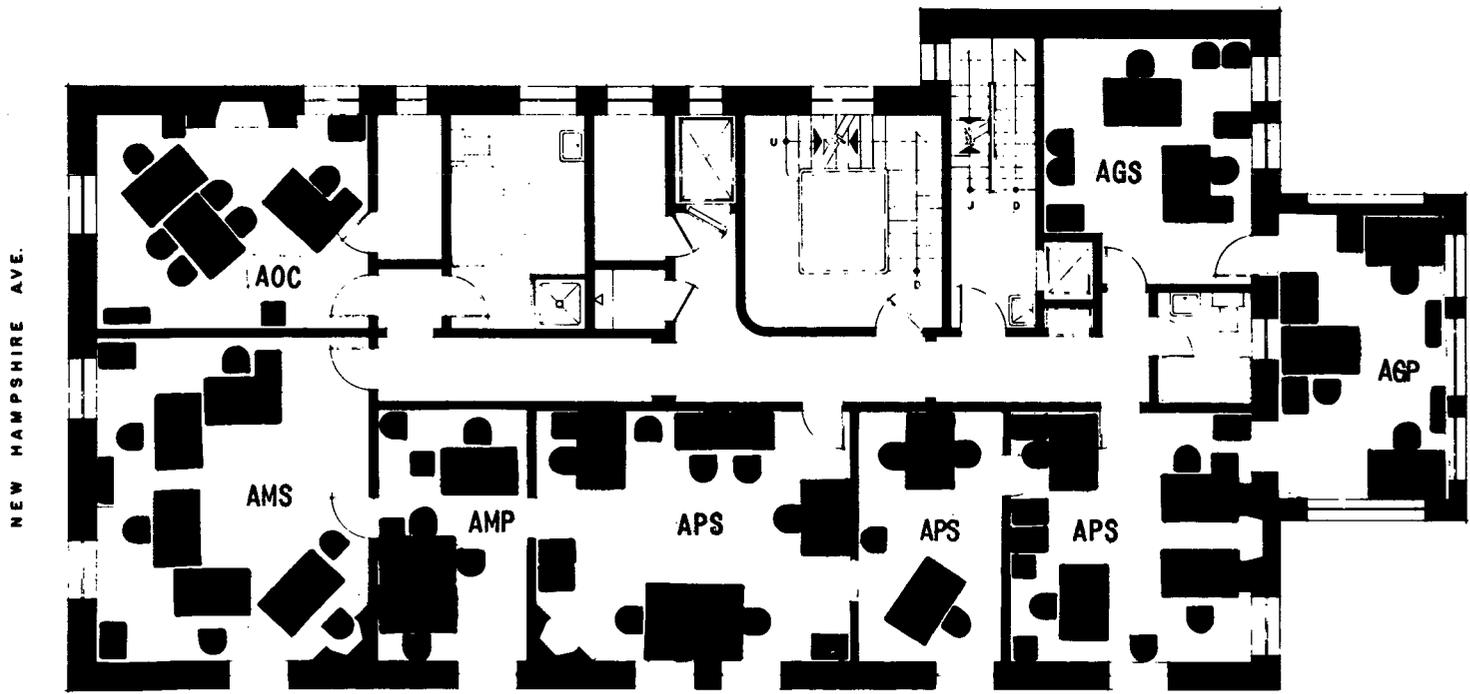
	<i>Number Positions</i>	<i>Usable Square Feet</i>	<i>Average Square Feet per person</i>
<i>ASU Supply</i>	18	967	54
<i>SGT Translating</i>	11	554	50
TOTAL	29	1521	52

NEW HAMPSHIRE AVE.



FOURTH FLOOR PLAN
PASB. BUILDING
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WASHINGTON, D.C.

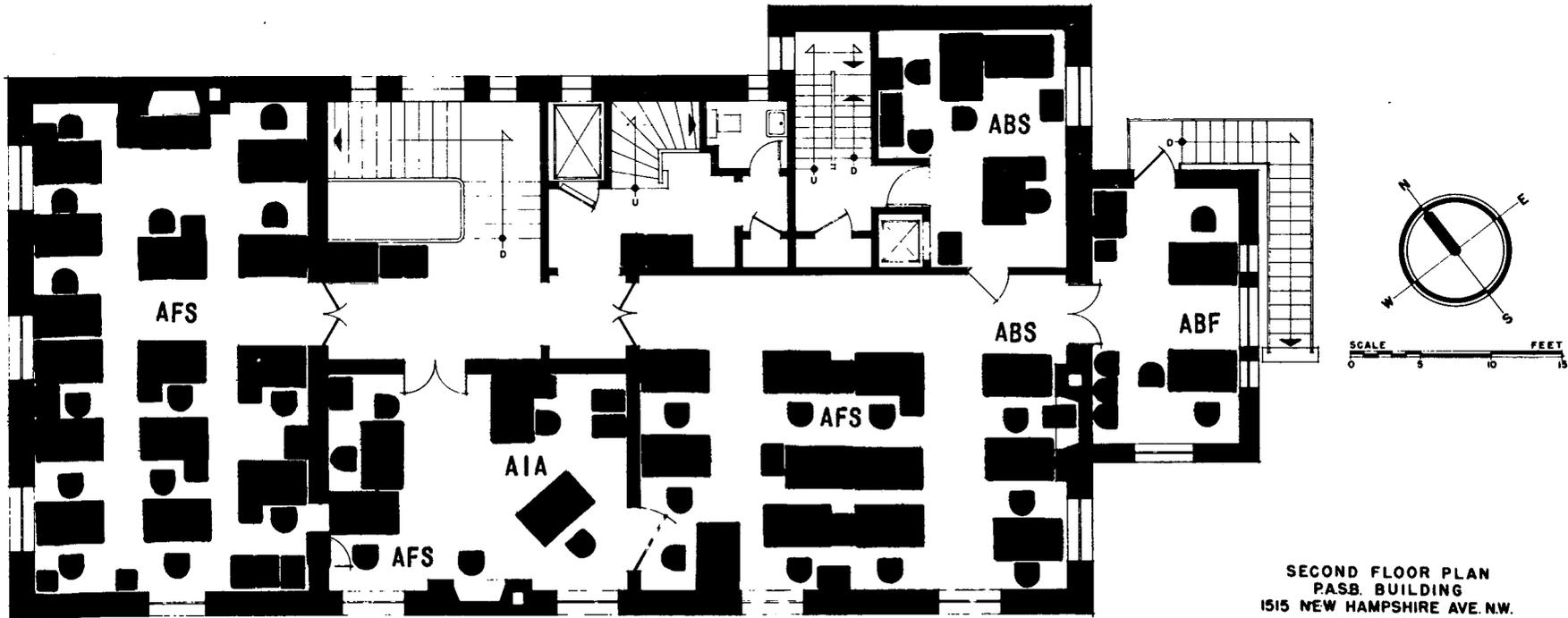
	Number Positions	Usable Square Feet	Average Square Feet per person
AOC Division of Administrative - Chief	2	233	116
ANP Administrative Management and Personnel - Branch Chief	3	130	43
AMS Administrative Management	5	354	61
APS Personnel	9	691	69
AGP Property and Shipping	3	189	63
AGS General Services - Chief	2	180	90
TOTALS	24	1777	74



THIRD FLOOR PLAN
PASB. BUILDING
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WASHINGTON, D.C.

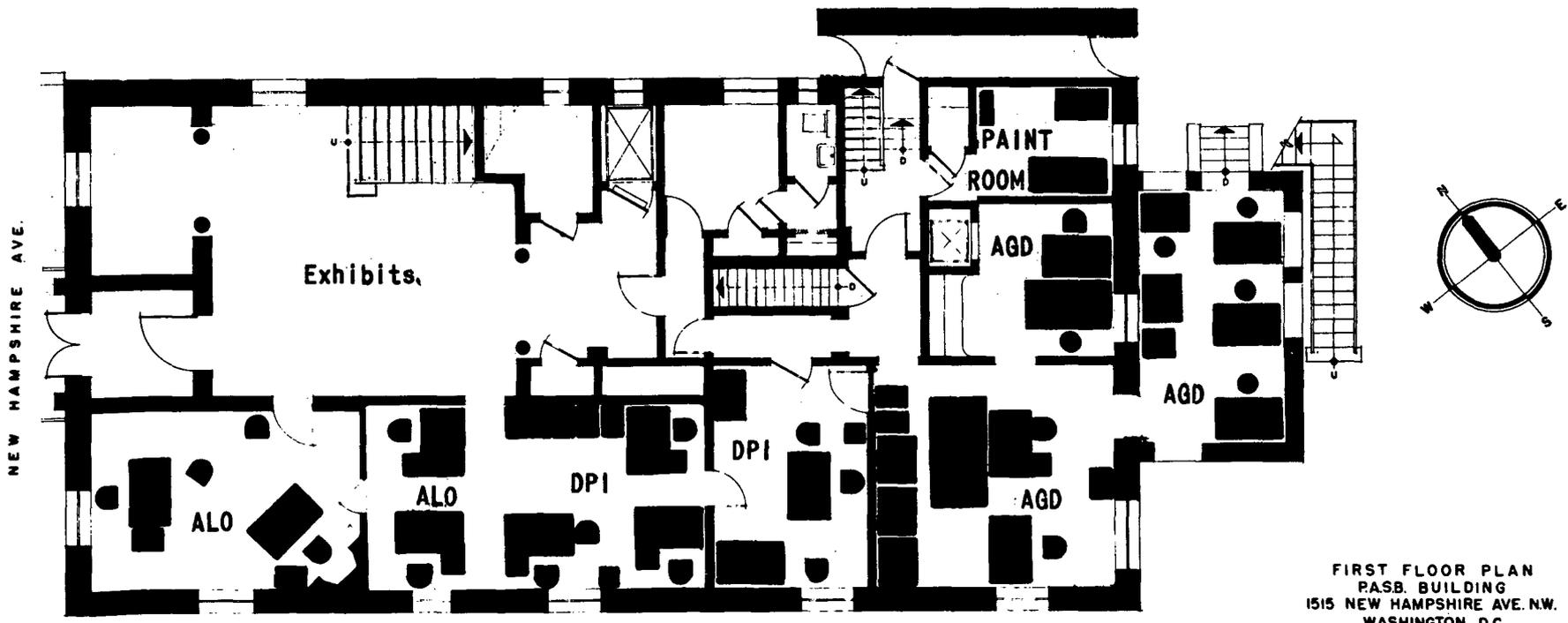
NEW HAMPSHIRE AVE.

	<i>Number Positions</i>	<i>Usable Square Feet</i>	<i>Average Square Feet per person</i>
<i>AFS Finance</i>	23	1355	59
<i>ABS Budget</i>	6	347	58
<i>ABF Budget and Finance Branch</i>	2	189	94
<i>AIA Internal Auditor</i>	2	180	80
<i>TOTAL</i>	33	2051	62



SECOND FLOOR PLAN
PASB. BUILDING
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WASHINGTON, D.C.

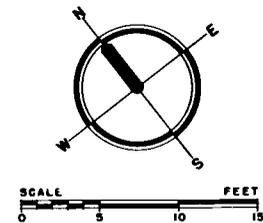
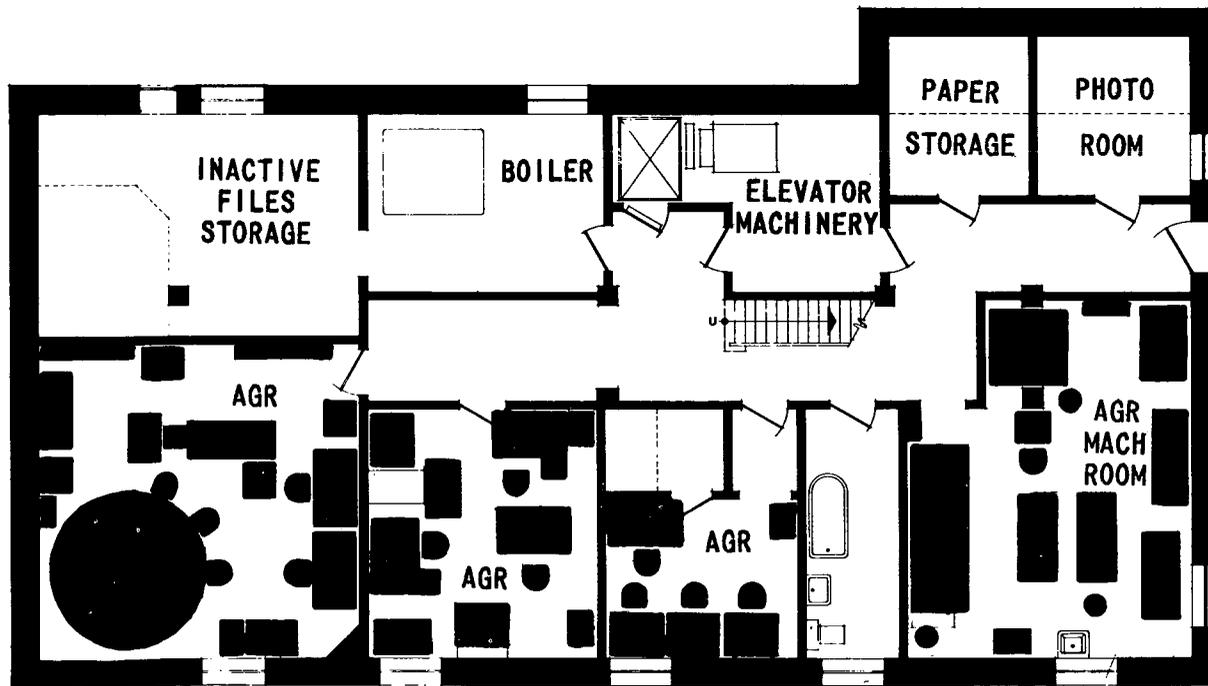
	<i>Number Positions</i>	<i>Usable Square Feet</i>	<i>Average Square Feet per person</i>
<i>ALO Legal</i>	4	380	95
<i>DPI Public Information</i>	4	371	93
<i>AGD Cartographic and Drafting</i>	6	587	98
TOTAL	14	1338	96



FIRST FLOOR PLAN
PASB. BUILDING
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NEW HAMPSHIRE AVE.

	<i>Number Positions</i>	<i>Usable Square Feet</i>	<i>Average Square Feet per person</i>
<i>AGR Reproduction Unit</i>	11	779	77
<i>Reproduction Machine Room</i>	--	379	--
		<hr/> 1158	



BASEMENT PLAN
PASB. BUILDING
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CE17/10
ANNEX B-III
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