

LISTING OF ROOM TYPE CODES

UNASSIGNABLE AREAS		LAB SUPPORT TO RESEARCH LABS		SPECIAL USE FACILITIES	
Mechanical	010	Cold Room	256	Athletic/Physical Ed Facility	520
Duct Space	011	Constant Temperature Room	257	Spectator Seating Area	522
Janitorial Closet	012	Equipment/Instrument Room	258	Athletic/Phys Ed Facility Srvc	525
Electrical Equipment Room	013	Fume Hood Room	259	Media Production	530
Mechanical Equipment Room	014	Glass Wash Room	260	Media Production Service	535
Telephone Equipment Room	015	Chemical Storage Room	261	Demonstration	550
Restroom, Men's	016	Iodination Hood Room	262	Demonstration Service	555
Shower	017	Morgue	263	Farm Building	560
Restroom, Women's	018	Special Procedure Room	264	Animal Quarters	570
Restroom, Unisex	019	Dark Room	265	Animal Quarters Biohazard	571
Circulation	020	Sound Control Room	266	Autoclave	572
Tunnel/Enclosed Connector	021	Tissue Culture Room	268	Irradiator	573
Elevator Shaft	022	Warm Room	269	Animal Procedure Room	574
Structural	040			Animal Quarters Service	575
Exterior Covered - Above	071			Animal Surgery Room	576
Exterior Covered - Drip Line	072			Animal Surgery Support	577
Other Significant Area	073			Diagnostic Laboratory	578
				Greenhouse	580
				Greenhouse Service	585
				Other	590
				Student Organization Facility	591
				Non-Stanford Entity	592
TEMPORARILY UNASSIGNABLE AREAS		OFFICES		GENERAL USE FACILITIES	
Inactive Unassigned (Provost)	081	Office – Sr. Administrator	311	Auditorium	611
Under Alteration	082	Office – Admin Staff	312	Chapel	612
Unusable Area	083	Office – Mgr/Professional Staff	313	Theater	613
Unfinished Area	084	Office Service	315	Assembly Facility Service	615
Unfinished/Temporary Storage	085	Department Circulation	320	Public Telephone Booth	616
		Office - Faculty	321	Museum	621
		Office - Student	322	Art Gallery	622
		Office – Emeritus Faculty	326	Museum/Gallery Service	625
		Conference Room	351	Cafeteria/Dining Area	631
		Conference Room Service	355	Snack Bar	632
		Office – Post Doc Fellow	366	Pantry/Kitchenette	633
		Office - Visiting Scholar	367	Food Facilities Service	635
		Office – Res Associate/Lecturer	368	Servery	636
		Office – Clinical Educator	369	Kitchen	637
				Dry Food Storage	638
				Wet Food Storage	639
				Day Care	640
				Lounge	650
				Lounge Service	655
				Merchandising Facility	660
				Merchandising Facility Service	665
				Recreation Facility	670
				Recreation Facility Service	675
CLASSROOMS		LIBRARY FACILITIES			
Classroom – Seminar Room	111	Library Study Seats-Uncntrlld	411		
Classroom – Lecture Room	112	Library Study Seats-Controlled	412		
Classroom – Multipurpose	113	Library Study Room	413		
Classroom - Amphitheater	114	Library Faculty Room	414		
Classroom Service	115	Library Misc. Room	415		
Classroom - Auditorium	116	Library-Open Material	421		
		Library-Closed Material	422		
		Library-Non-Book Materials	423		
		Library-Service	431		
		Library-Technical Processing	441		
		Library-Related Office	451		
		Departmental Library	461		
CLASS LABS					
Lab – Class	210				
Lab – Class Service	215				
Lab – Open	220				
Lab – Open Service	225				
RESEARCH LABS					
Lab – Research, Wet	251				
Lab – Research, Dry	252				
Lab – Research, Basic	253				
Lab – Research Service	255				

LISTING OF ROOM TYPE CODES (cont.)

GENL USE FACIL (CONT.)		HEALTH CARE FACILITIES (CONT.)		RESIDENTIAL FACILITIES	
Meeting Room	680	<u>Surgery</u>		<u>Student Residence</u>	
Meeting Room Service	685	Operating Room	841	Student Room	911
Locker Room	690	Delivery Room	842	Student Closet	912
Staff Lounge	691	Labor Room	843	Lounge/Study Room	913
Lactation Room	692	Recovery Room	844	Guest Room	914
				Hallway	916
		<u>Treatment</u>		Living Room	917
SUPPORT FACILITIES		Treatment Room	851	Private Shower	918
Computer/Networking Facility	711	Examining Room	852	Private Bathroom	919
Specialized Computer Room	712	Therapy Room	853		
PC Cluster Room	713	Recreation Room	854	<u>Other Residence</u>	
Computer Facility Service	715	Dressing Room	855	Sleep/Study with Bath	920
Shops	720	X -Ray Treatment Room	856		
Shops Service	725	Viewing Room	857	<u>Residence Support</u>	
Central Storage	730	Observation Room	858	Residence Service	935
Storage Room, General	733	Consultation Room	859	Laundry	936
Central Storage Service	735			Storage Room	937
Vehicle Storage	740	<u>Support</u>			
Vehicle Storage Service	745	Hospital Laboratory	861	<u>Apartment</u>	
Central Service	750	X -Ray Diagnosis	862	Apartment – Whole Building	950
Central Service Support	755	X -Ray Film Storage	863	Apartment Bedroom	951
Hazardous Materials	760	Work Room	864	Apartment Closet	952
Hazardous Materials Service	765	Pharmacy	865	Apartment Living Room	953
		Satellite Pharmacy	866	Apartment Kitchen	954
		Kitchenette	867	Apartment Service	955
HEALTH CARE FACILITIES		Computer Room	868	Apartment Hallway	956
<u>Patient Bedroom</u>		Computer Service	869	Apartment Sleep/Living Room	957
Patient Room	811	Sterilization Area	870	Apartment Bathroom	959
Nursery	812				
Holding Beds	813	<u>Supplies</u>		<u>House</u>	
Patient Isolation Room	814	Miscellaneous Storage	871	House – Whole Building	970
Patient Anteroom	816	Pharmacy Supplies	872	House Service	975
		Linen Supplies	873		
		Linen Collection	874	<u>Misc Living Quarters</u>	
<u>Patient Bath</u>				Supervisor Living Quarters	980
Patient Bath with Tub	821	<u>Public Service</u>		Employee Living Quarters	985
Patient Bath with Shower	822	Public Waiting Area	881		
Patient Toilet Only	823	Solarium	882		
Patient Shower	824	Patient Reception	883		
Patient Washroom	825	Circulation	884		
		Education Room	885		
<u>Nurse Station</u>		Lobby	886		
Nurse Station	831	Public Telephone	887		
Medication Room	832				
Utility Room	833	<u>Health Care Facilities Service</u>		OTHER	
Physician Station	834	Health Care Facilities Shower	890		
Record Room	835	Health Care Facilities Service	895	Unknown Room Type	999

LISTING OF ROOM TYPE CODES AND DESCRIPTIONS

<u>ROOM TYPE</u>	<u>CODE</u>	<u>DESCRIPTION</u> ¹
<u>UNASSIGNABLE AREAS</u>		
Mechanical	010	Air conditioning and plumbing control rooms.
Duct Space	011	Shaft space containing piping/wiring (e.g. air conditioning, plumbing, electrical, etc.). This space is enclosed between two walls and is thus inaccessible. Typically, this space is coded when a new building or renovation is mapped. This code is not updated by departments.
Janitorial Room	012	Space for custodial/janitorial or housekeeping supplies & equipment, including sinks for wet mop activities. This encompasses storage space for supplies used by University maintenance personnel as well as space used to store departmental janitorial supplies.
Electrical Equipment Room	013	Rooms containing circuit/fuse boxes, transformers, fire alarm panels, etc.
Mechanical Equipment Room	014	Mechanical equipment control rooms housing items other than air conditioning or plumbing, which is included in Room Type Code 010, such as an elevator control room.
Telephone/Networking Equipment Room	015	Telephone/networking equipment room, which contains telephone/networking switching equipment and wiring that supports the building. <i>Does not include telephone booths, which should be Room Type Code 636.</i>
Restroom, Men's	016	Men's restroom (including lounge areas).
Shower	017	Shower only. If the room includes a toilet, code as the appropriate restroom.
Restroom, Women's	018	Women's restroom (including lounge and lactation areas).
Restroom, Unisex	019	Unisex restroom (including lounge areas).

¹ If no description is provided, the room type label is considered to be self-evident.

LISTING OF ROOM TYPE CODES AND DESCRIPTIONS (cont.)

<u>ROOM TYPE</u>	<u>CODE</u>	<u>DESCRIPTION</u>¹
<u>UNASSIGNABLE AREAS (cont.)</u>		
Circulation	020	<p>Hallways/corridors, stairways/landings, lobbies/entries/atriums, inside loading areas, and lifts/escalators. This code is used both for hallways within general-access campus buildings as well as general use corridors within departments which serve as thoroughfares to other buildings or outside areas. Please note the following:</p> <p>(1) <i>Lobbies should be distinguished from office reception rooms which are Code 315. Lobbies are large entrance or waiting areas to a building (reception desk will be a virtual room). Reception rooms to a office area are smaller and usually used to access one department.</i></p> <p>(2) <i>Hallways created by the installation of cubicles, all of which are in the same room are department circulation which is Code 320.</i></p> <p>(3) <i>Hallways used exclusively for department purposes (such as one leading to a suite of offices) should be assigned Code 320.</i></p>
Tunnel/Fully Enclosed Connector	021	<p>Covered and walled tunnels/connectors/bridges connecting two buildings that extend beyond the building footprint. These spaces are used primarily as circulation spaces. Tunnels which house utilities such as steam lines and are not used as circulation areas are considered infrastructure and are not part of the building's space. This code is not updated by departments.</p>
Elevator Shaft	022	<p>Elevator shafts on all floors. Separately identified for GSF calculations. This code is not updated by departments.</p>
Structural	040	<p>Walls (e.g. wall thickness), supports, and partitions and walled off space. Typically, this space is coded when a new building or renovation is mapped. This code is not updated by departments.</p>

LISTING OF ROOM TYPE CODES AND DESCRIPTIONS (cont.)

<u>ROOM TYPE</u>	<u>CODE</u>	<u>DESCRIPTION</u>¹
Exterior Covered – Immediate Above	071	Exterior area which is covered by a permanent structure of the building located directly above the area. These areas can include balconies, patios, decks, porches, breezeways and arcades that are attached to a building. Used in GSF calculations depending on agency. This code is not updated by departments.
Exterior Covered – By Roof Dripline	072	Exterior area which is not covered by a permanent structure located directly above, but is covered by either a higher above floor or the overall roof drip line. These areas can include balconies, patios, decks, porches and breezeways that are attached to a building. Used in GSF calculations depending on agency. This code is not updated by departments.
Other Significant Area	073	Significant area usually outside of a building such as uncovered courtyards, decks, porches, or carports. This can be used for crawl spaces if necessary. Not included in GSF of a building. This code is not updated by departments.

TEMPORARILY UNASSIGNABLE AREAS

Inactive Unassigned (Provost)	081	Inactive assignable space held by Provost, not currently given to a department for occupancy.
Under Alteration	082	Previously assigned space temporarily not in use due to alteration or renovation process.
Unusable Area	083	Previously assigned space requiring alteration or renovation before it can be assigned and used again.
Unfinished Area	084	Potentially assignable area in buildings that are under construction and not completely finished at the time of the inventory, including "shelled" space.
Unfinished/Temporary Storage	085	Unfinished shell space currently being used for temporary storage.

LISTING OF ROOM TYPE CODES AND DESCRIPTIONS (cont.)

<u>ROOM TYPE</u>	<u>CODE</u>	<u>DESCRIPTION</u> ¹
<u>CLASSROOMS</u>		
Classroom - Seminar	111	Room used for seminars or small group instruction.
Classroom - Lecture	112	Room used primarily for lectures, usually has fixed seating.
Classroom - Multipurpose	113	Larger room with movable seating used primarily for lectures, but configurable for alternate instructional activities.
Classroom - Amphitheater	114	Large room <u>with curved, tiered seating</u> , used for lectures and presentations.
Classroom Service	115	Projection, preparation, storage, or other support rooms for Room Type Codes 111-114 and 116.
Classroom - Auditorium	116	Large room with <u>straight, fixed or tiered seating</u> used for lectures and presentations. <i>If the room is a multi-purpose auditorium used by multiple departments, it should be assigned to Room Type Code 611.</i>
<u>CLASS LABS</u>		
Lab – Class	210	Lab for regularly scheduled classes that require special-purpose equipment for student participation, experimentation, observation, or practice in a field of study. Includes computer rooms used for classes.
Lab – Class Service	215	A room that directly serves one or more class labs as an extension of the activities in those rooms, including stock rooms, material storage (including <i>temporary</i> hazardous materials storage), and other rooms supporting class labs ² .
Lab – Open	220	Lab for irregularly or informally scheduled classes that require special-purpose equipment for student participation, experimentation, observation, or practice in a field of study. These rooms range from music/drama practice rooms to language labs to very specialized labs. Includes computer rooms used for open study (i.e. language labs or CAD labs).
Lab – Open Service	225	A room that directly serves one or more open labs as an extension of the activities in those rooms, including balance rooms, stock rooms, material storage (including <i>temporary</i> hazardous materials storage), and other rooms supporting open labs.

² Also see Room Type Codes 256-267. Room Type Codes 570-579 for animal quarters and support areas, and Room Type Codes 580-585 for greenhouses and support areas.

LISTING OF ROOM TYPE CODES AND DESCRIPTIONS (cont.)

<u>ROOM TYPE</u>	<u>CODE</u>	<u>DESCRIPTION</u> ¹
<u>RESEARCH LABS</u>		
Lab – Research, Wet	251	<p>Lab used primarily for laboratory experimentation, research or training in research methods; or professional research and observation; or structured creative activity within a specific program(s).</p> <p>Room construction is driven by use of chemicals, biological agents, and/or other hazardous materials that have special infrastructure requirements for HVAC, exhaust air treatment, compressed air, gases, vacuum, electrical and/or plumbing. Rooms are typically built to accommodate the safe use of biological, chemical or radiological samples and outfitted with chemical resistant benches, chemical storage cabinets, eye wash showers, safety equipment and (in many cases) fume hoods.</p> <p>Includes labs in fields such as molecular biology, cellular physiology, pathology, biology and chemistry.</p>
Lab – Research, Dry	252	<p>Lab used primarily for laboratory experimentation, research or training in research methods; or professional research and observation; or structured creative activity within a specific program(s).</p> <p>Room construction is driven by specific research science requirements with limited or specialized chemical usage requirements. Rooms typically have special infrastructure requirements for HVAC, high electrical or plumbing demands and/or built in support equipment. Room may also have unique architectural elements due to vibration, acoustic, temperature, size or special ceiling/wall considerations.</p> <p>Includes engine labs, laser labs, fluid dynamics labs, MRI and cyclotron facilities, materials analysis rooms etc.</p>
Lab – Research, Basic	253	<p>Lab used primarily for professional research and observation; data gathering; computational/theoretical or structured creative activity within a specific program(s).</p> <p>Room has no and/or extremely limited use of chemicals and/or toxics and the resulting special equipment needs. This room may have lab benches, or may be setup with workstations, work tables or other furniture.</p> <p>Includes computer lab rooms, layout/workrooms and interview/observation rooms used for research.</p>

LISTING OF ROOM TYPE CODES AND DESCRIPTIONS (cont.)

<u>ROOM TYPE</u>	<u>CODE</u>	<u>DESCRIPTION</u>¹
Lab – Research Service	255	A room that directly serves one or more research labs as an extension of the activities in those rooms, including stock room, material storage (including <i>temporary</i> hazardous materials storage), equipment control room, rack room and other rooms supporting research labs ³ .
<u>LAB SUPPORT TO RESEARCH LABS</u>		
Cold Room	256	Room in which the temperature is usually maintained several degrees above freezing (typically 4 C) for experimental processes and storage of material.
Constant Temperature Room	257	Room in which the temperature can be adjusted and maintained within a range between a cold room and a warm room.
Equipment/Instrument Room	258	Room containing movable or fixed equipment, typically shared, is not placed in a non-class lab due to its size, noise levels, heat load, and/or vibration.
Fume Hood Room	259	Room with hoods, vented to the air exhaust, are maintained for experimentation involving processes where chemical containment is necessary.
Glass Wash Room	260	Room for cleaning, drying and sterilization of glassware is performed; frequently used for media preparation and sterilization.
Chemical Storage Room	261	Room in which chemicals can be stored; level of containment is dependent on properties of the stored chemical.
Iodination Hood Room	262	Room contains specialized and dedicated fume hoods designed for work with radioactively-labeled iodine.
Morgue	263	

³ Also see Room Type Codes 256-269. Use Room Type Codes 570-579 for animal quarters and support areas, and Room Type Codes 580-585 for greenhouses and support areas.

LISTING OF ROOM TYPE CODES AND DESCRIPTIONS (cont.)

<u>ROOM TYPE</u>	<u>CODE</u>	<u>DESCRIPTION</u>¹
<u>LAB SUPPORT TO RESEARCH LABS (cont.)</u>		
Special Procedure Room	264	Room for performing unique procedures/processes that will usually contain specialized equipment.
Dark Room	265	Photographic dark room
Sound Controlled Room	266	Room which is acoustically isolated.
Tissue Culture Room	268	Room for biological safety cabinets, typically where a higher degree of cleanliness is desired for experimentation.
Warm Room	269	Room in which higher than ambient temperatures can be adjusted and maintained.
<u>OFFICES</u>		
Office - Administrator	311	Office occupied by senior administrative departmental personnel. This would include VPs, directors, department chairs and other executive level staff.
Office - Administrative Staff	312	Office occupied by administrative departmental personnel. This would include admin staff/assistants and student help (both graduate and undergraduate).
Office - Managerial/Professional Staff	313	Office occupied by director, manager or professional departmental personnel (legal, etc.)
Office Service	315	Support rooms in the office area such as a file room, copy room, printer room, kitchen/pantry, storage room (used regularly) or closet. Department specific mail room, waiting room, interview room, office area lounge (including student), study room or reception area. Also includes a PC cluster room or a private restroom located inside a suite of offices.
Department Circulation	320	Circulation within a department, as opposed to public building circulation. This includes hallways created by the installation of cubicles, all of which are in the same room, as well as hallways within a department (e.g., passageways leading to a suite of offices).
Office - Faculty	321	Office occupied by a person with a faculty appointment.
Office - Student	322	Office of a graduate student including teaching assistants and research assistants.
Office - Emeritus Faculty	326	Office occupied by a retired person who had a faculty appointment prior to retirement from Stanford University.

LISTING OF ROOM TYPE CODES AND DESCRIPTIONS (cont.)

<u>ROOM TYPE</u>	<u>CODE</u>	<u>DESCRIPTION</u>¹
<u>OFFICES cont.</u>		
Conference Room	351	A room serving an office complex and used principally for faculty and staff meetings as well as departmental activities other than scheduled classes. <i>Use Room Type Code 680, "Meeting Room", for general-purpose meeting rooms and rooms used for student services. Student organization activities should be coded to Room Type Code 591, "Student Organization".</i>
Conference Room Service	355	A room that directly serves one or more conference rooms as an extension of the activities in those rooms. This includes storage or A/V closets, kitchenettes, etc.
Office - Post Doc Fellow/Resident	366	Office for clinical fellows, research fellows, or residents who have already received a doctoral equivalent.
Office - Visiting Scholar	367	Office used by a visiting researcher.
Office - Research Assoc/Lecturer	368	Office for research associates. Also used for instructors and lecturers that do not have faculty appointments. <i>Note that this does not include research assistants (eg. Graduate students), see Room Type Code 322.</i>
Office - Clinician Educator	369	School of Medicine ONLY. This office code is for the School of Medicine's physicians in the 'Clinician Educator' line including Clinical Instructors, Clinical Assistant Professors, Clinical Associate Professors and Clinical Professors. (Note: also includes PhD psychologists)

LISTING OF ROOM TYPE CODES AND DESCRIPTIONS (cont.)

<u>ROOM TYPE</u>	<u>CODE</u>	<u>DESCRIPTION</u> ¹
<u>LIBRARY FACILITIES</u>		
(Except Room Type Code 461, all 400-series Room Type Codes are for use only in the University Libraries or the Coordinate Libraries.)		
Library Study Seats - Uncontrolled	411	Seating in uncontrolled areas
Library Study Seats - Controlled	412	Seating in controlled areas
Library Study Room	413	Study Room.
Library Faculty Room	414	Study room for faculty members and/or visiting scholars
Library Misc. Room	415	Typing areas and benches or other transient seating at new book shelves, index tables, or card catalogs, microfiche, computer stations, or reception areas.
Library - Open Material	421	Book shelving (stacks) open to most students: reading room shelving and open stacks (including government documents)
Library - Closed Material	422	Book shelving (stacks) closed to most students: locked stacks, closed reserves, and controlled-access reference shelves.
Library - Non-Book Materials	423	Storage for materials such as sheet maps, manuscripts, tapes, discs, films, microtexts, and prints. "Non-Book" excludes government documents and pamphlets, but includes technical reports.
Library - Service	431	Service staff and related equipment and resources, including shelving for personal or working materials, reference catalogs, storage areas, and circulation desk.
Library - Technical Processing	441	Technical processing staff and related equipment, including shelving, shelf lifts, and storage areas
Library - Related Office	451	Librarian and library staff offices in University, branch, or coordinate libraries
Departmental Library	461	A small library, generally a single room with undifferentiated space, maintained for departmental convenience. <u>This is the only Room Type Code to be used for department libraries.</u> This code may not be used by the University Library System or the Coordinate Libraries.

LISTING OF ROOM TYPE CODES AND DESCRIPTIONS (cont.)

<u>ROOM TYPE</u>	<u>CODE</u>	<u>DESCRIPTION</u>¹
<u>SPECIAL USE FACILITIES</u> (Room Type Codes 520-525 are to be used only by DAPER.)		
Athletic/Physical Education Facility	520	Area where actual athletic and sport activities occur including indoor gyms, courts, pools, etc. (Does not include offices or classrooms).
Spectator Seating Area	522	Permanent seating in gyms and pavilions (usually indoors). Does not include stadiums; these are not part of the space inventory.
Athletic/Physical Education Facility Service	525	Support room for athletic activities including lockers, showers, equipment rooms, coaches' rooms, ticket booths, storage, etc.
Media Production	530	A room used for the <i>production</i> or <i>distribution</i> of multimedia materials or signals, including TV studios, radio studios, sound studios, photo studios, and media centers. These rooms have a clearly defined production or distribution function that serves a broader area than would a typical service room.
Media Production Service	535	A room that directly serves a media production or distribution room as an extension of the activities in that facility, including film, tape or cassette libraries or control rooms; media equipment storage rooms; studio control booths; recording rooms; and darkrooms.
Demonstration	550	Room or group of rooms used to practice, within an instructional program, the principles of certain disciplines, such as teaching, child care or development, and home management or economics. The key criterion is practice activity within an instructional program which closely simulates a real- world or occupational setting.
Demonstration Service	555	Room that directly serves a demonstration facility as an extension of the activities in that facility including storage areas.
Farm Building	560	A barn or similar agricultural structure used for animal shelters or for the handling, storage, or protection of farm products, supplies vehicles, or implementation.
Animal Quarters	570	Room that houses laboratory animals including all vertebrates , invertebrates (ex. arthropods, insects) and marine life used for research or instructional purposes.

LISTING OF ROOM TYPE CODES AND DESCRIPTIONS (cont.)

<u>ROOM TYPE</u>	<u>CODE</u>	<u>DESCRIPTION</u>¹
<u>SPECIAL USE FACILITIES (cont.)</u>		
Animal Quarters Biohazard	571	Animal quarters which are used for the housing of animals with biohazard agents.
Autoclave	572	Room that houses autoclaves, which are used to support specialized animal housing.
Irradiator	573	Room used to irradiate animals.
Animal Procedure Room	574	Room used to study animals and/or perform minor procedures.
Animal Quarters Service	575	Support area for the above, such as feed rooms, cage washing rooms, operating rooms, or storage areas.
Animal Surgery Room	576	Room used to perform surgeries on animals.
Animal Surgery Support	577	Room that supports the surgery room, i.e., animal prep, surgeon's prep., surgery storage.
Diagnostic Laboratory	578	Diagnostic laboratory used to support the animal research colonies.
Greenhouse	580	A building or room usually composed chiefly of glass, plastic, or other light transmitting material, which is used for the cultivation or protection of plants or seedlings for research or, instructional purposes.
Greenhouse Service	585	Room that directly serves a greenhouse facility as an extension of the activities in that facility including storage areas, etc.
Other	590	Category of last resort, to be used only with approval by the Cost and Management Analysis (CMA) department in ORA.
Student Organization Facility	591	Room used <u>exclusively</u> for student groups or activities including offices, meeting rooms and other space used for activities. (See page 24 for further definition.)
Non-Stanford Entity	592	Space occupied by groups that are not part of Stanford University such as Stanford Hospital, Government auditors (DCAA), bookstore, cafeteria operators, etc.

LISTING OF ROOM TYPE CODES AND DESCRIPTIONS (cont.)

<u>ROOM TYPE</u>	<u>CODE</u>	<u>DESCRIPTION¹</u>
<u>GENERAL USE FACILITIES</u>		
Auditorium	611	Facility is a multi-purpose auditorium used by multiple departments. <i>If the facility is department-controlled and is used for either single, joint or multiple purposes, it should be coded to Room Type Code 116.</i>
Chapel	612	Facility for worship serving the institution.
Theater	613	Facility for presentations not used as a classroom. <i>If used as a classroom, code as "Open Lab", Room Type Code 220.</i>
Assembly Facility Service	615	Support area for facilities coded 611, 612, or 613, such as checkroom, ticket booth, costume and property storage, or projection booth.
Public Phone Booth	616	Public accessible telephone booth usually located outside an assembly room.
Museum	621	Room used for public exhibitions in the museum.
Art Gallery	622	Room used for public exhibitions in the art gallery.
Museum/Gallery Service	625	Support area for facilities coded 621 and 622.
Cafeteria/Dining Area	631	Food facilities and eating areas serving the public or residences such as full service cafeterias, dining halls, delis, etc.
Snack Bar	632	Small-scale food facilities (usually with vending machines).
Pantry/Kitchenette	633	Department coffee rooms such as those containing coffee makers, microwaves, and mini refrigerators. These areas can be with or without a sink. <i>This code is not used in an office area (see Room Type Code 315).</i>
Food Facilities Service	635	Support areas for facilities coded to Room Type Codes 631 or 632. This would include miscellaneous service areas not broken out below such as dishwash or pots/scrub rooms, trash or other support functions.
Servery	636	Room where food is set up for serving including serving stations (counters), display cooking, kiosks, customer queuing and cashiers.

LISTING OF ROOM TYPE CODES AND DESCRIPTIONS (cont.)

<u>ROOM TYPE</u>	<u>CODE</u>	<u>DESCRIPTION</u>¹
<u>GENERAL USE FACILITIES (cont.)</u>		
Kitchen	637	Large kitchen in which food is prepared that support Cafeterias and Dining Areas. Dedicated to food production including preparation and cooking.
Dry Food Storage	638	Room dedicated to un-refrigerated storage of dry food and meal service supplies.
Cold Food Storage	639	Room dedicated to refrigerated or frozen storage of either wet or dry food. These would be walk-in refrigerators and freezers.
Day Care	640	Room used for providing day care service
Lounge	650	Room used for rest and relaxation that is not restricted to a specific group of people, unit or area. <i>This type of room differs from an office area or break room lounge (use Room Type Code 315) by virtue of its public availability.</i>
Lounge Service	655	Room that directly serves a general use lounge facility, including kitchenettes, storage areas.
Merchandising Facilities	660	Room used to sell products or services, including bookstores, barber or beauty shops, post offices, or walk-away vending machines rooms.
Merchandising Facilities Service	665	Room that directly serves a merchandising facility as an extension of the activities in that facility.
Recreation Facilities	670	Room used by students, staff or the public for recreational purposes, including casual exercise rooms, bowling alleys, music listening rooms, hobby rooms, etc. <i>Excludes athletics/ P.E. facilities and outdoor facilities (see Room Type Code 520)</i>
Recreation Facilities Service	675	Room that directly serves a recreation facility as an extension of the activities in that facility.
Meeting Room	680	General-purpose meeting room used for a variety of meetings, such as various university departments, outside groups and student government. The key concept is public availability. <i>If the room is used for departmental meetings it should be Room Type Code 350. Or if the room is used for student organization activities it should be Room Type Code 591.</i>

LISTING OF ROOM TYPE CODES AND DESCRIPTIONS (cont.)

<u>ROOM TYPE</u>	<u>CODE</u>	<u>DESCRIPTION</u> ¹
<u>GENERAL USE FACILITIES (cont.)</u>		
Meeting Room Service	685	Room that serves a meeting room as an extension of the activities in that room including kitchenettes, A/V rooms, storage, etc.
Locker Room	690	Room for changing clothes or storing personal materials, used by students or staff. Excludes P.E./Athletics locker rooms.
Staff Lounge	691	Lounge area with or without lockers which are intended for use by faculty members and/or other Stanford University employees.
Lactation Room	692	Room provided for lactating mothers to express milk.
<u>SUPPORT FACILITIES</u>		
Computer/Networking Facility	711	Room containing computers, servers or networking equipment used for data processing and other activities. Room may have A/C upgrades. This, however, would not include equipment covered in Room Type Code 712.
Specialized Computer Room	712	Specially-designed computer rooms with raised floors, and/or specialized electrical wiring, specific air conditioning requirements, etc., including service support rooms for housing high power computers. Rooms may have water cooling without a raised floor.
Personal Computer (PC) Cluster Room	713	Room for multiple PC workstations used for purposes other than Research Labs or Class Labs (see Room Type Codes 253, 210)
Computer Facility Service	715	Support area for Codes 711/712/713, including media storage rooms, output processing rooms, PC repair/maintenance rooms, etc. (These rooms do not require special modification or renovation to function in their current capacity.)
Shops	720	Room used for the manufacture, repair, or maintenance of products or equipment, includes shops supporting research and plant maintenance. Shop examples: machine shops, fabrication shops, carpenter, plumbing, HVAC, electrical and painting shops, and similar physical plant maintenance facilities.
Shop Service	725	Room that directly serves a shop facility as an extension of the activities in that facility including storage areas, etc.

LISTING OF ROOM TYPE CODES AND DESCRIPTIONS (cont.)

<u>ROOM TYPE</u>	<u>CODE</u>	<u>DESCRIPTION</u> ¹
<u>SUPPORT FACILITIES</u> (cont.)		
Central Storage	730	Room or building that is used to store equipment or materials supporting multiple organizational units, buildings, or room use categories. The concept of <i>central</i> or <i>general</i> is key to applying this code correctly. Central storage areas include areas commonly called warehouses, surplus storage, and central campus supply or storage.
Storage Room, General	733	Room used as departmental storage that is not in the office area and is not accessed on a daily basis. <i>If room is actively used and close at hand, code as the appropriate category "service" room (in the office areas, this would be Room Type Code 315).</i>
Central Storage Service	735	Room that directly serves a central storage facility as an extension of the activities in that facility.
Vehicle Storage	740	Room or structure that is used to house or store vehicles such as a garage.
Vehicle Storage Service	745	Room that directly serves a vehicle storage facility as an extension of the activities in that facility.
Central Service	750	Room or area that is used for the processing, preparation, testing, or delivery of a complex-central or campus-wide support service. This category includes <i>central</i> food stores and laundries, <i>central</i> facilities for printing and duplicating, <i>central</i> mail room facilities, shipping and receiving areas, central power services.
Central Service Support	755	Room that serves a central service facility as an extension of the activities in that facility.
Hazardous Materials	760	Centralized facility used for the storage, treatment, or disposal of hazardous or toxic waste materials.
Hazardous Materials Service	765	Facility used that serves a centralized facility used for the storage, treatment, or disposal of hazardous or toxic waste materials.

LISTING OF ROOM TYPE CODES AND DESCRIPTIONS (cont.)

<u>ROOM TYPE</u>	<u>CODE</u>	<u>DESCRIPTION</u>¹
<u>HEALTH CARE FACILITIES</u>		
(Primarily for use by Stanford Health Center and Vaden Student Health Services only)		
<u>Patient Bedroom:</u>		
Patient Room	811	Housing licensed bed(s), including bathroom if available.
Nursery	812	Housing babies
Holding beds	813	State-approved
Patient Isolation Room	814	Housing a licensed bed, including toilet and anteroom
Patient Anteroom	816	Serves patient isolation room
<u>Patient Bath:</u>		
Patient Bath with Tub	821	Bathroom with tub (with or without toilet)
Patient Bath with Shower	822	Bathroom with shower (with or without toilet)
Patient Toilet	823	Bathroom w/o tub or shower
Patient Shower	824	Shower room only
Patient Washroom	825	Sink only
<u>Nurse Station:</u>		
Nurse Station	831	
Medication Room	832	Hospital only
Utility Room	833	Hospital only
Physician Station	834	
Record Room	835	Used for maintaining and storing patient charts while charts are being used in a specific clinic or unit.
<u>Surgery:</u>		
Operating Room	841	
Delivery Room	842	
Labor Room	843	
Recovery Room	844	

LISTING OF ROOM TYPE CODES AND DESCRIPTIONS (cont.)

<u>ROOM TYPE</u>	<u>CODE</u>	<u>DESCRIPTION</u>¹
<u>HEALTH CARE FACILITIES (cont.)</u> (For use by Stanford Health Center and Vaden Student Health Services only)		
<u>Treatment:</u>		
Treatment Room	851	Patient treatment room
Examining Room	852	Patient examination room
Therapy Room	853	Patient therapy room
Recreation Room	854	Patient recreation room
Dressing Room	855	Patient dressing room
X-Ray Treatment Room	856	Room for X-Ray treatments
Viewing Room	857	X-ray viewing, etc.
Observation Room	858	Patient observation room
Consultation Room	859	Patient consultation room
<u>Support:</u>		
Hospital Laboratory	861	Hospital use only.
X-Ray Diagnosis	862	
X-Ray Film Storage	863	
Work Room	864	Working area for hospital staff, nurses and doctors
Pharmacy	865	
Satellite Pharmacy	866	Enlarged nursing-unit medication room staffed by a licensed pharmacist
Kitchenette	867	Kitchen facilities in hospital
Computer Room	868	Computer room supporting a nursing unit
Computer Service	869	Support areas for the above, such as equipment/storage rooms
Sterilization Area	870	

LISTING OF ROOM TYPE CODES AND DESCRIPTIONS (cont.)

<u>ROOM TYPE</u>	<u>CODE</u>	<u>DESCRIPTION</u>¹
<u>HEALTH CARE FACILITIES (cont.)</u> (For use by Stanford Health Center and Vaden Student Health Services only)		
<u>Supplies:</u>		
Miscellaneous Storage	871	
Pharmacy Supplies	872	
Linen Collection	874	Chute or room for collection of soiled linen
<u>Public Service:</u>		
Public Waiting Area	881	Seating area located in patient care areas for patients and visitors.
Solarium	882	Sitting room for patients
Patient Reception	883	Reception room for patients to departments/buildings
Circulation	884	Circulation corridors used to provide access to patient rooms or general nursing units.
Education Room	885	Room used to educate patients and staff (clinical) which is not used by the Medical School for instruction (traditional school teaching).
Lobby	886	Lobby located in patient care areas for patients and visitors.
Public Telephone	887	Public telephone booths located in patient care areas for patients and visitors.
<u>Health Care Facilities Service:</u>		
Health Care Facilities Shower	890	Non-patient shower facility in hospital.
Health Care Facilities Service	895	Service areas not specifically listed above.

LISTING OF ROOM TYPE CODES AND DESCRIPTIONS (cont.)

<u>ROOM TYPE</u>	<u>CODE</u>	<u>DESCRIPTION</u>¹
<u>RESIDENTIAL FACILITIES</u>⁴		
<u>Student Residence:</u>		
Student Room	911	Student residential room for sleep/study (whether combined or separate) without an internally connected toilet/bath.
Closet	912	Closet in a student residential room
Lounge/Study Room	913	Non-residential room that is open to residents for relaxing, or studying. Generally a quiet area.
Guest Room	914	Room reserved for use by Resident Deans for their cases and visiting faculty.
Hallway	916	Private hallway in a student residence not shared by residents and not available to general public.
Living Room	917	Private living area in a student residence. Includes living room, attached dining L's, and alcoves.
Private Shower	918	Private shower for a student room not shared by residents and not available to general public. <i>Shared shower facilities should be Room Type Code 017.</i>
Private Bathroom	919	Private bathroom for a student room not shared by residents and not available to general public. <i>Shared bathroom facilities should be Room Type Code 016, 018, or 019.</i>
Sleep/Study with Bath	920	Student residential room for sleep/study (whether combined or separate) with an internally connected toilet/bath.
<u>Residence Support Rooms:</u>		
Residence Service	935	Support areas for All residence building types (Dorms, Suites and Apartments). This includes kitchenettes, ice machine room, trash/recycling room, etc.
Residence - Laundry	936	Laundry support room for all residence building types.
Residence - Storage Room	937	Storage support room for all residence building types.

⁴ Food facilities serving residences should be reported as Room Type Codes 631 to 639. Likewise, offices serving residences should be reported with the appropriate Room Type Code in the 300 series, general lounge/study rooms are Room Type Code 650 and recreational areas Room Type Code 670.

LISTING OF ROOM TYPE CODES AND DESCRIPTIONS (cont.)

<u>ROOM TYPE</u>	<u>CODE</u>	<u>DESCRIPTION</u>¹
<u>RESIDENTIAL FACILITIES (cont.)</u>		
<u>Apartment and Apartment Rooms:</u>		
Apartment - Whole Building	950	A separate structure forming a complete set of living units. USE ONLY FOR AN ENTIRE APARTMENT BUILDING when not segregating the rooms with codes below.
Apartment - Bedroom	951	Sleeping room in an apartment.
Apartment - Closet	952	Closet in an apartment.
Apartment - Living Room	953	Living area in an apartment. Includes living room, attached dining L's, and alcoves.
Apartment - Kitchen	954	Kitchen in an apartment.
Apartment - Hallway (circulation)	956	Hallway/stairs in an apartment.
Apartment - Bathroom	959	Bathroom in an apartment.
<u>House:</u>		
House (entire building)	970	A separate structure forming a complete living unit. Can be used for rooms or an entire house building.
House Service	975	A separate structure that complements a house, e.g., garage, shed or barn.
<u>Miscellaneous Living Quarters:</u>		
Supervisor Living Quarters	980	Examples include live-in faculty or a RA/RF in a dorm.
Employee Living Quarters	985	Examples include caretakers (e.g., Hopkins Marine Station).
<u>OTHER</u>		
Unknown Room Type	999	Used only when new rooms are added to the space inventory, when room assignments are changed from one department to another, or when a Room Type Code is disputed. This code must be replaced with the appropriate Room Type Code as soon as possible.