

AIR MOBILITY COMMAND

AIR FORCE OFFICE OF SPECIAL INVESTIGATIONS FACILITIES DESIGN GUIDE









The Air Force Office of Special Investigations (AFOSI) has quality people at each AMC base "Protecting Global Reach for Global Power...Every Day!" Although not an AMC organization, the 3d Field Investigations Region (3 FIR) is a key and indispensable member of the Air Mobility Team.

AMC's partners in 3 FIR should have quality facilities to perform their crucial mission. Use this guide as a tool to better understand their unique requirements and to bring their facilities up to the new AMC standards.

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Chapter 1 Introduction

A. Organization

There are two types of AFOSI units: headquarters and detachments. Each has varying missions and facility requirements. This guide will describe the different types of AFOSI units and the facilities they require.

Headquarters include field investigations region units that align with major commands (MAJCOMs) and field investigations squadrons that align with numbered air forces (NAFs) located overseas. Headquarters exercise command and control over detachments and act as directorates at the MAJCOM and NAF headquarters. A detachment can be a specialist unit, an investigative unit, or a combination of both. Specialist detachments provide computer crime, forensic, polygraph, surveillance, and covert operations support to geographic areas encompassing several states. Each Air Mobility Command (AMC) base has an investigative detachment to conduct criminal investigations and counterintelligence operations for the wing commander.

Air Mobility Command is supported by the 3d Field Investigations Region (3 FIR) and its detachments. See Figure 1-A for an overview of the organizational structure of 3 FIR.



Figure 1-A: 3d Field Investigations Region Organizational Structure.

B. Purpose

This guide provides the basic criteria to organize, evaluate, plan, program, and design investigative facilities on AMC bases. The information is intended to make commanders and their staffs aware of important design considerations and to aid them in project development. Investigative facilities must present a quality environment that conveys an atmosphere of professionalism in which customers feel comfortable while receiving quality assistance.

This guide is for use by commanders, base civil engineers, headquarters staffs, design architects and engineers, and others involved in investigative facility design and construction. It is intended to help all participants better understand investigative facility requirements and design criteria so they can effectively participate in the project development process. Use this guide to supplement other Air Force and Department of Defense policies and instructions.

C. Project Development

The key elements to successful facility delivery are planning, programming, design, and construction.

1. Planning

Effective planning will establish and support the overall objectives for investigative facilities. It should also lead to a timetable for project completion. Planning must be long-term.

The siting of investigative facilities is important. Headquarters 3 FIR is collocated with Headquarters AMC. Although not mandatory, it is advantageous to locate detachments near the wing commanders and key support personnel such as the base staff judge advocate, chief of personnel, and chief of security police. If possible, keep the detachments independent from other buildings to help protect the identity of victims, witnesses, suspects, and potential informants.

When planning a new facility, site selection should be accomplished prior to completing a DD Form 1391, Military Construction Project Data.

2. Programming

Programming includes determining user requirements, developing solutions, identifying funding sources, and forwarding programming documents to the appropriate review and approval authorities. Each programmed project should be consistent with the base comprehensive plan for new and existing facilities. Work is classified as maintenance, repair, or construction.

Information required during preparation of the DD Form 1391, which initiates project development, is found throughout this guide. Included are considerations of space criteria, overall facility size, and special factors for use in estimating costs.

3. Design

Design includes concept development, design reviews, and final design drawings and specifications. It is important for civil engineering and the user to actively communicate throughout the design process to bring about a successful project.

Life safety code requirements take precedence over other facility improvement requirements. All areas should be barrier free and accessible to the disabled in accordance with the <u>Americans with Disabilities Act</u> (ADA) and <u>Uniform Federal Accessibility Standards</u>(UFAS).

Complete a comprehensive interior design (CID) standard for the investigative facility in conjunction with any major design project. The CID standard addresses interior finishes, artwork, signs, and furnishings. It ensures that even small upgrade projects meet the design objectives for the entire facility. Refer to the <u>AMC Interior Design</u> <u>Guide</u> for an expanded discussion of interior design. Integration of engineering, architectural, and interior design considerations during project development creates a well coordinated interior design. Analyze an existing facility's structural, electrical, communications, and mechanical systems before planning interior design upgrades. Include infrastructure improvements concurrently with interior finish work.

4. Construction

Quality reviews of the contractor's submittals by project engineers and daily on-site inspections by civil engineering construction management personnel and the user will help ensure design goals are met.

Chapter 2 Exterior Elements

A. General

The investigative facility exterior elements provide the first impression visitors have of the facility and should project an image of quality service. This chapter addresses the concept site plan, landscaping, signs, parking areas, entries and entry paths, lighting, and radio antenna. The <u>Arch-itectural Compatibility Plan</u> for each base will help in the design of these elements.

B. Landscaping

Landscaping elements help create a quality appearance for people entering an investigative facility. These elements screen parking areas, provide security, add visual interest, and define the building entries. Landscaping elements include earth berms, shrubs and trees, pavement materials, site amenities, lighting, and signs. Refer to the <u>AMC</u> <u>Landscape Design Guide</u> for specific information.



Figure 2-A: Concept Site Plan for the Specialist Detachment. (Dashed Expansion is an Optional Attached Investigative Detachment.)

C. Signs

Include the facility, directional, parking, and flammable code signs. They must comply with the AMC sign standards. See AFM 91-201, <u>Explosives Safety Standards</u>, to determine if fire symbol signs are required on the outside of the building.

D. Parking Areas

All investigative facilities require parking areas for visitors, employees, and official vehicles.

- Locate visitor parking close to the main entrance and clearly mark visitor and handicapped spaces.
- Official vehicles must be parked near the facilities for immediate access by investigative personnel and should be kept separate from visitor vehicles. Use landscaping to conceal this parking area from public view to avoid compromising investigative operations. Combine employee and official vehicle parking for security purposes.

The Concept Site Plan, Figure 2-A, page 3, illustrates the effective use of dedicated parking areas near the facility entries. Include reserved spaces for the commander and others designated in local directives.

E. Entries and Entry Paths

The facility entries and entry paths should be easily identifiable to first-time visitors. The main entry should have an overhang to protect visitors from the weather.

Design the entries to allow simultaneous transit of crime victims, witnesses, and suspects in and out of the facility while avoiding inadvertent contact.

Include electronic intrusion detection devices on all exterior doors and windows.



Use lighting to enhance safety and security at night.

F. Lighting

Provide photo-cell controlled lighting for safety and security in all parking areas and walkways. Install additional lighting outside the garage and rear entrance for loading and unloading equipment at night. Use lighting to enhance safety and security at night.

G. Radio Antenna

The radio antenna must be accessible but not detract from the facility's appearance. Locate the radio antenna away from the prominent views of the facility and use landscaping around the base of the radio antenna. Acceptable fencing is recommended in each base's <u>Architectural</u> <u>Compatibility Guide</u>.

H. Vault Windows

For existing facilities that have evidence and weapons vaults on the building perimeter, fill the window(s) with concrete masonry units (CMUs) and finish to match the facility. Do not use exposed bars for security.

Chapter 3 Functional Areas

A. Administration Areas

1. General

This chapter addresses space requirements within investigative facilities. Headquarter facilities primarily have administrative offices, but detachments require a combination of administrative offices and special use areas to carry out the investigative mission.

The AFOSI assists wing commanders in their responsibilities for dealing with major crimes, security concerns, and force protection issues that affect Air Force resources. A waiting area should be available for visitors arriving early for appointments. Visitors must then be escorted beyond the waiting area to the appropriate office.

2. Staff Offices

The staff is made up of a combination of civilian, active duty, and Air Force Reserve personnel. The number and size of staff offices will be different at the headquarters and detachments. Personnel associated with these organizations are commanders, vice commanders, branch chiefs, special agents, specialists, investigators, and support staff.



Coordinate furnishings with interior finishes.



Use systems furniture in staff offices for effective space utilization.

The commander's office should be large enough to seat four to six staff members or visitors. Special agent offices will require comfortable accommodations to conduct investigative interviews with three visitors. Furnish all staff offices with systems furniture to the greatest extent possible. Use free-standing wood furniture for the commander, vice commander, and secretary and locate these offices in close proximity to each other.

3. Conference Room

This room should present a warm and professional image appropriate for the reception of distinguished visitors and staff officers. Conveniently locate the conference room near the commander and visitor waiting area. Provide a columnfree room with variable seating arrangements for staff meetings, briefings, training sessions, joint investigations, and special meetings.

The room must be capable of accommodating teleconferencing equipment, video cassette recorder, television, and an overhead projector without sacrificing attendee seating.



The conference room may be used for training or conferences.



Adjoin the conference room with the break room and locate it close to the rest rooms to limit corridor activity during training sessions and investigations. Provide counters and cabinets for guests to store brief cases and personal portfolios during all-day sessions. The conference room in a specialist detachment is commonly used for training agents from several investigative detachments. Provide a movable wall in a specialist detachment conference room to allow simultaneous conferences and training sessions.

4. Operations/Training Room

This room functions primarily as an operational command post for controlled surveillance and apprehension missions.

Design as a centralized work room to support daily operational activities and periodic agent training. This room also requires space to set up the portable Firearms Training System (FATS) with minimal furniture rearrangement.

Centrally locate offices around this room to keep key staff members accessible during controlled surveillance and apprehension missions. Dedicate sufficient wall space to display base and local area maps, in addition to a dry erase board and a projection screen.

This room should have sufficient space for mobilization augmentee(s) or additional staff needed to assist with investigations or major "task force" operations.



Artist's illustration of an operations/training room.



The operations/training room requires space to set up the Firearms Training System (FATS).



The visitor waiting area should provide a comfortable setting.

5. Visitor Waiting Area

This is the first area inside the main entry, adjacent to the receptionist. This area should be an open space that will accommodate four to six visitors and a display rack for information pamphlets. The following requirements apply to detachments.

- Provide a large bulletproof glass window between the waiting area and the receptionist.
- Protect walls with bulletproof materials that are not apparent to visitors.
- In an investigative detachment, locate a secure waiting room adjacent to the visitor waiting area.
- Include a remote release cipher lock, controlled by the receptionist, to prevent unauthorized access to the other areas of the facility.

6. Administration Support Room

Centrally locate this room near the staff offices. Include built-in mail and staff distribution boxes. Provide counter space for a copy machine, fax, and network printers.

B. Special Use Areas

1. General

Investigative facilities have special use areas for sensitive activities. Construct these areas to maintain security and confidentiality. Consider including enhanced electronic security devices, such as intrusion/motion detectors, in the evidence vault and weapons vestibule and vault.

2. Secure Visitor Waiting Room

Use this room for people awaiting the results of polygraph testing, individuals under investigation and awaiting interview, and to separate suspects from other visitors and ongoing detachment operations. This separate waiting area helps to maintain security, protect the integrity of investigations, and avoid compromising the facts and circumstances surrounding a criminal inquiry. Provide a special bench bolted to the floor for handcuffed individuals being forcibly detained. Design access to the secure visitor waiting room and corridors to help prevent victims and suspects from making contact.

3. Polygraph/Interview Rooms and Observation Room

Use these rooms to conduct and observe polygraph examinations and interviews in a private and professional environment, free of distractions. These rooms may be prefabricated modules assembled within an existing room or built in as part of the facility. Provide environmental controls in each room to ensure interviewees are comfortable and promote accurate testing. Each detachment facility should have at least two polygraph/interview rooms.

Locate the observation room between the polygraph/interview rooms. It requires sufficient space for a small table, two chairs, and audiovisual recording and monitoring equipment. Provide one-way glass windows that share common walls with the polygraph/interview rooms for monitoring interviews. Include an unobtrusive audio and video taping capability behind the one-way window.



Polygraph/interview rooms require one-way glass windows for monitoring polygraph exams and interviews from the observation room.

At least one polygraph/interview room must have direct access to the secure visitor waiting area. Polygraph/interview rooms should be large enough to comfortably accommodate four chairs and a table. Install duress alarms and secure rooms with locks to prevent unauthorized entry into the polygraph/interview rooms.

4. Evidence Vault

Use this vault to store and protect evidence. It is one of the most critical areas within the investigative facility and must be secured to prevent unauthorized entry and tampering. Include a steel door and frame with a dead-bolt lock and security hinges, plaster ceiling, concrete block floorto-ceiling walls, and intrusion and motion detector alarm systems. Seal windows if unable to locate the vault in an interior space.

The vault should have separately labeled cubicles, with shelves, lockers, bins, and safes to store evidence. Furnish with a work bench to process evidence. Install a water faucet with a hose and a floor drain to allow people to clean evidence and wash hands. Also install a rack for air drying evidence. Include an independent ventilation system and storage containers for hazardous materials (e.g., blood-soaked clothing, chemicals, etc.) and a refrigerator for perishable items. Provide a safe for storage of classified materials. Install a built-in overnight depository system similar to those used in financial institutions for use after duty hours.

5. Weapons Vestibule and Vault

The vestibule and vault are two separate rooms for the secure storage of weapons. Equip the vestibule with individual lockers for each issued weapon, a cleaning counter with proper ventilation, and a safety loading/unloading barrel. Include a hazardous materials storage cabinet for solvent and cleaning materials. Equip the vault with racks for rifles and shotguns and include a safe for submachine guns. Seal windows if unable to locate the weapons vestibule and vault in an interior space.

Security requirements for the weapons vestibule and vault are identified in AFI 31-209, <u>Resources Protection</u> <u>Program</u>. The level of vault security may be different at each facility because different weapons could be stored at each location.



Artist's illustration of an evidence vault.



The weapons vestibule is a room to clear, clean and store handguns in an easily accessible location.

6. Secure Storage Room

This room provides secure storage of crime scene kits, drug testing kits, fingerprint equipment, night vision devices, photo equipment, bomb and arson evidence collection containers, environmental crime protective gear, and other highly pilferable investigative equipment. Use high-density, space-saver shelving to provide efficient storage capability.

7. Computer Room

This room houses the local area network (LAN) file servers and global information network system (GINS). This room is where computer technicians can also repair and set up computers for employees' offices. There should be space allocated for storing equipment, hardware, and supplies. Include a zoned environmental control system.

8. Computer Crime Lab

This lab is used for the analysis of computer hardware and software in conjunction with criminal investigations. Include a computer work bench and storage space for hardware, software manuals, and accessories.

9. Forensic Science Lab

This lab is for studying the scientific and medical aspects of criminal investigations (e.g., fingerprints, tool marks, blood stains, etc.). Include a work bench with a stainless steel counter, storage cabinet for various crime scene and training materials, and a small refrigerator.

10. Technical Services Operations

These areas are used to operate, test, fabricate, and maintain technical investigative equipment in support of covert operations (e.g., eavesdropping, wiretapping, surveillance, etc.). Although this area includes office space for the chief and staff, its most critical functions are performed in the following specialized laboratories.

- The electronics lab is for testing, troubleshooting, calibrating, and storing state-of-the-art portable electronic equipment.
- The fabrication lab is for the fabrication of custom concealment structures used in the field. It contains numerous metal and woodworking tools, stock materials, and work benches.

The majority of photos processed in the photographic lab are sensitive investigative products needed for ongoing counterintelligence operations or criminal investigations. Provide two separate rooms within this space. The first room is a white light print finishing area to store documents and pictures vital to the investigative process. The second room is the film and print darkroom. Provide a safe-light revolving door between the two rooms to prevent inadvertent damage to unexposed film. The dark room requires recessed safe-lights with interchangeable filters, a stain-resistant floor with drain, wall-to-wall counter space with ample receptacles, and a stainless steel sink with filtered hot and cold water. Locate the lab within the interior space of the building.



The electronics labs should have durable finishes and space to allow technicians to work on various projects simultaneously.



The photographic lab requires highly reflective finishes to increase visibility even with low lighting levels.

The garage is used for the installation and maintenance of surveillance equipment in investigative special purpose vehicles. Equip the garage with supplemental heaters and a carbon monoxide-activated ventilator system.

C. Support Areas

1. General

Support areas include the break room, storage rooms, rest rooms, mechanical room, electrical/communication room, and janitor's closet.

2. Break Room

Include seating for enjoying snacks and relaxing. Equip this room with a refrigerator, microwave, coffee maker, and sink with hot and cold water. Locate the break room so it is adjacent to the conference room to help prevent unescorted visitors from entering other areas of the facility during breaks.

3. Storage Rooms

Provide space for administrative supply products, informational pamphlets, booklets, maps, video tapes, and equipment. Additional dedicated space may be required for the storage, maintenance, and inspection of mobility bags, and other contingency deployment gear, depending on the availability of base supply facilities and local procedures.



Consider high-density shelving units for efficient storage.

4. Rest Rooms

Locate rest rooms in the administration area for the investigative and professional staff. Include a single shower and lockers in each rest room. The showers are necessary for personnel to use after crime scene searches and evidence processing.

- Men's rest rooms should include toilets, urinals, sinks, partitions, mirrors, soap dispensers, toilet paper dispensers, a weighing scale, a shelf for caps and small items, and waste receptacles.
- Women's rest rooms should include the same accessories as the men's, excluding urinals, but including sanitary napkin dispensers and disposal.

In facilities where detachments are collocated with other organizations, joint use of rest rooms with non-investigative units is discouraged. Joint use could compromise suspect or informant confidentiality and allow undesirable exposure for victims of crimes.



Agents need showers in the rest rooms for use after investigative operations.

5. Mechanical Room

Investigative facilities contain many areas that require quiet consultation. Provide sound insulation in this room to prevent noise from disrupting operations. This room should be in an area away from administration areas, especially the training, conference, polygraph/interview rooms, and technical services laboratories. Include a double service door to the exterior and a concrete ramp for the convenient moving of large equipment and parts into the room.

6. Electrical/Communications Room

Provide an area for electric service, to include distribution equipment, wiring, receptacles and grounding, interior and exterior lighting and controls, emergency lighting, security and fire alarms, Defense Systems Network (DSN), commercial telephone service, Local Area Network (LAN), and an intrabase radio base station antenna cable connection.

Functional Space Requiremen	ts for the Headqu	arters Facility
Functions	Square Footage	Square Meters ⁽¹⁾
Administration Areas:	200	20
Vice Commander	250	23
Secretary	1,500	140
Conference Room	200 300	19 28
Administration Support Room Special Use Area:	150	14
Computer Room	150	14
Support Areas: Break Room	150	14
Storage Room Rest Rooms (can be shared with other building tenants)	300	28
Coat Closets	40	4
Subtotal Circulation and Walls (20%)	3,490 698	324 65
Total	4,188	389

Table 3-A: Functional Space Requirements for the Headquarters Facility.

Legend for Table 3-A. (1) SM = .0929 x SF (All Measurements are Rounded). (2) 100 Square Feet Per Staff Member.



Figure 3-A: Concept Floor Plan for the Headquarters Facility.

Install a system of conduits (or raceways) for telephone and computer wiring with a central feed to this room. Conduits/raceways should have nylon pulling lines and be easily accessible.

7. Janitor's Closet

This room should have a sink, storage space for cleaning supplies, and a small counter.

Functional Space for the Specialist De	e Requirement etachment Fac	s ility
Functions	Square Feet	Square Meters ⁽¹⁾
Administration Areas:		
Commander	300	28
Branch Chiefs ⁽²⁾	360	33
Private Staff Offices ⁽²⁾	840	78
Open Area Staff Offices ⁽³⁾	1,500	139
Secretary	120	11
Receptionist	120	11
Conference Room	600	56
Visitor Walting Area	200	19
	150	14
Special Use Areas:		
Polygraph/Interview Rooms ⁽²⁾	240	22
Observation Room	60	6
Evidence Vault	200	19
Secure Storage Doom	175	10
Computer Room	180	17
Computer Crime Lab	120	11
Forensic Science Lab	120	11
Electrical Lab	200	19
Fabrication Lab	300	28
Photographic Lab	250	23
Garage	250	23
Support Areas:		
Break Room	250	23
Storage Rooms	550	51
Rest Rooms/Showers	375	35
Mechanical Room	200	19
Electrical Room	80	7
Communications Room	80	7
Janitor's Closet	60	6
File Room	80	7
Subtotal	8,360	776
Circulation and Walls (25%)	2,090	194
Total	10,450	970

 Table 3-B: Functional Space Requirements for the Specialist Detachment Facility.

Legend for Table 3-B. (1) SM = .0929 x SF (All Measurements are Rounded). (2) 120 Square Feet Per Individual (3) 100 Square Feet Per Staff Member



Figure 3-B: Concept Floor Plan for the Specialist Detachment Facility.

Funct for the Inv	ional Spac estigative	e Requirement Detachment F	ts acility
Functions		Square Footage	Square Meters ⁽¹⁾
Administration Areas: Commander Special Agent and Support Staff ⁽²⁾ Receptionist Conference Room Operations/Training Room Visitor Waiting Area Administration Support Room Special Use Areas: Secure Visitor Waiting Area Polygraph/Interview Rooms ⁽²⁾ Observation Room Evidence Vault Weapons Vestibule and Vault Secure Storage Room Computer Room		240 960 120 300 220 150 120 120 240 100 200 120 100 120	22 89 11 28 20 14 11 11 22 9 19 11 9 11
Support Areas: Break Room Storage Room Rest Rooms/Showers Mechanical Room Electrical/Communications Room Janitor's Closet Subtotal Circulation and Walls (25%)		150 260 500 150 100 20 4,290 1,072	14 24 46 14 9 2 396 99
Total		5,362	495

 Table 3-C: Functional Space Requirements for the Investigative Detachment Facility.

Legend for Table 3-C. (1) SM = .0929 x SF (All Measurements are Rounded). (2) 120 Square Feet Per Staff Member or Room.



Figure 3-C: Concept Floor Plan for the Investigative Detachment Facility.

Chapter 4 Interior Standards

A. General

A quality investigative facility reflects a standard of "understated excellence" and creates an environment where professionals can provide quality service. Select finishes for cost effectiveness and life cycle maintenance, as well as appearance. Interior finishes that are durable and easy to maintain are essential to user satisfaction. Quality interiors provide an environment which improves job performance, conveys professionalism, and maintains security in the workplace.

B. Color Concepts

Designers should give special attention to color selection and provide a timeless color scheme. Use accent colors sparingly to complement a neutral color scheme.

Select neutral colors for carpets, wallcoverings, and systems furniture wall panels. Incorporate accent colors in upholstery, graphics, borders, accessories, and artwork for design scheme consistency.

C. Floor Coverings

Consider carpet tile for high-use areas such as corridors, waiting areas, and training rooms. Avoid stripes and linear designs that are hard to line up with walls in corridors, vestibules, or irregularly shaped areas. Select multicolored or solid color carpet in darker shades for offices and interview rooms. Use sheet vinyl or vinyl composition tile in storage rooms and selectively in special use areas where equipment movement and lab requirements may warrant it. Provide ceramic tile floors in rest rooms. Use sealed concrete floors in non-public rooms, including the janitor's closets, mechanical/electrical/communications rooms, and the garage.



Furnish the conference room with a table and chairs that coordinate with interior finishes.

D. Wallcoverings

Use vinyl wallcovering, acoustic wallcovering, ceramic tile, and paint finishes for ease of maintenance and to present a less institutional appearance. Use ceramic wall tile in rest rooms. Where appropriate, include chair rails to protect walls from furniture.

E. Ceilings

Use suspended acoustical ceiling tile with a revealed edge finish. A standardized 2' x 2' tile is recommended as the consistent module throughout the facility. A water resistant gypsum board ceiling works well with water-resistant paint finishes in rest rooms.

F. Window Coverings

Vertical blinds and miniblinds filter daylight and allow outdoor views. Use lined draperies to block daylight in the conference and operations/training rooms for visual presentations. Draperies also create a comfortable environment for visitors and are appropriate for use in the visitor waiting area. Window coverings are essential for security from external observation.

G. Accessories

Framed artwork, wall murals, and live or professional quality silk plants complement the interior finishes and reinforce the design scheme. Choose only professionally framed pictures, paintings, and awards that contribute to the facility's decor.

H. Signs

Develop an interior sign plan as part of the comprehensive interior design. See AFM 91-201, <u>Explosives Safety</u> <u>Standards</u>, to determine if fire symbol signs are required on the inside of the building. Use professionally made signs, appropriately sized for the viewing distance, and compatible with the facility design scheme.

I. Systems Furniture

This furniture includes interchangeable wall panels, panel hung desks, and storage modules which are combined to form office work stations. These stations allow for a reconfiguration of office areas. Design offices with systems furniture that easily integrates computer hardware.

Systems furniture panels should incorporate integrated conduits and raceways for electrical and communications service to hide unsightly wires and cables. Sound absorbent fabric panels will reduce background noise and provide a quiet work area. Finish work surfaces in plastic laminate or wood.



Modular systems furniture can be set up in different configurations to suit the needs of the user.

Systems furniture should be used in all staff offices except the commander's area. Integrate systems and free standing furniture during comprehensive interior design development.

J. Lighting

Natural and artificial lighting are important factors in creating a quality interior appearance. Lighting affects the perception of space, as well as the color of interior finishes. Design lighting to enhance the design scheme.

The designer should provide natural and accent lighting in waiting areas and administration areas. Include task lighting at office desks. Use high-efficiency florescent lighting in lieu of incandescent lighting. Lighting should be sufficient for video teleconferencing in the conference room.

K. Communications

Provide telephone and computer wiring to support voice, data, visual, and security/fire alarm systems. Equip the facility with the capability for intercom, public address system, cable television, defense systems network (DSN), global information network system (GINS), on-base lines, and local area network (LAN) connections.

The designer should contact the base civil engineer and the base communications unit for specific communications requirements before planning major building upgrades or modifications. Incorporate these internal and external requirements in building design and modification specifications. Incorporate the radio antenna's cable into the infrastructure considerations.

L. Wall Construction

For secure areas, filled Concrete Masonry Unit (CMU) walls are standard. Painted CMU walls are acceptable in the weapons vault, but not in administrative areas — they require vinyl or acoustic wallcoverings (see table 4-A, page 17). Where wall thickness must be minimized, use ballistic resistant material with a gypsum board finish. For secure ceiling requirements, use secure lath and plaster with a smooth sand finish.

CEILING

WALLS

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Branch Chief, Staff, and Special Agent	+				+				+			+			
Secretary	+						+		+			+			
Receptionist	+						+		+			+			
Conference Room	+						+			+		+			
Operations/Training Room	+				+					+		+			
Visitor Waiting Area	+						+		+			+			
Administration Support Room	+				+				+			+			
Special Use Areas:															
Secure Visitor Waiting Room	+				+				+			+			
Polygraph/Interview Rooms	+				+					+		+			
Observation Room	+				+					+		+			
Evidence Vault		+			+			+			+		+		
Weapons Vestibule and Vault		+			+			+					+		
Secure Storage Room		+			+			+					+		
Computer Room	+				+			+				+			
Computer Crime Lab	+				+			+				+			
Forensic Science Lab		+			+			+				+			
Electrical Lab		+			+			+				+			
Fabrication Lab		+			+			+				+			
Photographic Lab		+			+			+					+		
Garage				+	+			+						+	
Support Areas:								_						_	
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FLOORS

Table 4-A: Finish Schedule.

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Table 4-B: Furnishings Schedule.

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Table 4-C: Equipment Schedule.

Legend for Table 4-C.	(1) This room does not have equipment.	
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References

NFPA 101	Life Safety Code
NFPA 101	Life Safety Code
NFPA 101	Life Safety Code
NFPA 70	National Electric Code
MIL-HDBK 1190	Military Building Code
MIL-HDBK 1008B	Fire Protection for Facilities Engineering. Design. and Construction
FED STD. 795	Uniform Federal Accessibility Standards
DoD 6055.9	Ammunition and Explosives Safety Standards
DoD 4270.1-M	Construction Criteria Manual
ADA	Americans with Disabilities Act
AFP 88-41	Interior Design Guide
AFP 88-40	Sign Standards
AFP 88-26	Construction of Secure Conference Rooms
AFM 91-201	Explosives Safety Standards
AFM 88-3	Structural Design Criteria Loads
AFI 32-7043	Hazardous Waste Management Guide
AFI 32-7042	Solid and Hazardous Waste Compliance
AFI 32-1032	Planning and Programming Real Property Maintenance Projects Using Appropriated Funds
AFI 32-1024	Standard Facility Requirements
AFI 32-1023	Design and Construction Standards and Execution of Facility Construction
AFI 32-1021	Planning and Programming Facility Construction Projects
AFI 31-401	Information Security Program
AFI 31-209	Resources Protection Program
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AIR MOBILITY COMMAND...



...GLOBAL REACH FOR AMERICA

Prepared by

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