



FINANCIAL MANAGEMENT COMMUNITY

## Utilization Benchmark - spreadsheet

### BENCHMARKS

#### Space Standards of Various Agencies and Bureaus

NAME	Calculation usable sq/ft per person	Private Office (PO) size	Cubicle size	Notes
Private sector-Hoteling	60			(per article)
Private-sector-Admin Staff	130			(per article)
Private-sector-Executives		300		(per article)
Fortune 100 TV/internet firms	64			
Service/consulting firms	70			
FY2000 government standard	200			Utilization Rate (per article)
Govt HQs	64-80	80-400		
Army	130			
DHS	129			Utilization rate down from 259
DHS-CAO-DC	106			Shared workstations
DHS (per article)	<100			Down from 215 (per article)
DHS-NY	138			(per article)
DHS-USCIS	80			Utilization rate Down from 108
DOI	180	130		Down from 200..."but 160 usf/p can be achieved"
DOI-Fish and Wildlife	231			Down from 311
DOJ-FBI	75	120-160	7x7	Down from 100
DOJ-US trustee-allocation	250			Down from 340
DOJ-US trustee-attorneys	120			Down from 150

DOJ-US trustee-managers		200		Down from 250
DOJ-US trustee-paralegals	64			Down from 150 usf PO
DOL	<190			Utilization rate
DOT	152.5			Utilization rate
DOT-FAA	152.5			Utilization rate
GSA-HQ	133			(per article)
HHS	170			Down from 215 (per article)
NASA	110			
NIH	160-190			
NSF-AD, DAD		225-300		
NSF-Division Directors		225		
NSF-GS-13 Supv, PM, Ass DD		140		
NSF-personnel			6x9 9x9	
SBA-Deputy DD		200-250		
SBA-District Director		200-300		
SBA-General Attorney		200-250		
SBA-SCORE counselors	64			
SBA-Supv		80-100		
State	154			Down from 240
State	156			2 new leases (per article)
State-Ambassador		375		
State-Branch Chief	116			
State-Chief of Section/Agency		163		
State-Classified Access Area			116	
State-Deputy Chief of Mission		310		
State-Deputy of Section		140		
State-workstation standard			70	
Treasury		100-600		Grade & position dependent
Treasury-	127			Utilization rate
Treasury – open plan	56-112			
Treasury- SES		330		
Treasury-Director/Deputy D		400		

Treasury-GS-14 Supervisor		150		
Treasury-GS-15		225		
Treasury-intern, contractor, support staff	53		7.5x7	
Treasury-new acquisition planning	230			
Treasury-professional	69		8.5x8	
Treasury-senior professional	100		10x10	
USAID	170			Utilization rate at RRB
USAID-new space cubicles			7.5x7.5	
USAID-Security & OHR			6x8	
USDA	150			
VA, DOJ, DOS	155			1800 G Street (per article)

USAID's Utilization rate was 220 USF/P....increase in staffing caused the UR to 170 USF/P..."below the USG standard of 190-210 USF/P"

Per article: New standard utilization rate for USG-- < 157 USF/p

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CHILD PAGES (0)	ATTACHMENTS (0)

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COMMENTS (0)

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KEYWORDS (LABELS)

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No Keywords (Labels)

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