

Revisiting Office Space Standards

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In the U.S., private offices are concentrated at senior management job levels. The use of open plan predominates for professional, technical, and clerical workers.

Typical Space Standards in the U.S.

Function	Type of space	Typical Office Size
Upper management	95 percent private office 5 percent open plan	280 sq. ft. / 26.0 m ²
Senior management	85 percent private office 15 percent open plan	193 sq. ft. / 17.9 m ²
Middle management	65 percent private office 34 percent open plan 1 percent group room/bullpen	142 sq. ft. / 13.2 m ²
Senior professional	39 percent private office 60 percent open plan 1 percent group room/bullpen	114 sq. ft. / 10.6 m ²
Technical/professional	15 percent private office 80 percent open plan 5 percent group room/bullpen	92 sq. ft. / 8.5 m ²
Senior clerical	9 percent private office 86 percent open plan 5 percent group room/bullpen	84 sq. ft. / 7.8 m ²
General clerical	5 percent private office 82 percent open plan 13 percent group room/bullpen	73 sq. ft. / 6.8 m ²

(International Facility Management Association, 1997)