

**Table 11. Recommended Load Factors for Various Types of Offices**

Load Density of Office	Load Factor, W/m <sup>2</sup>	Description
Light	5.4	Assumes 15.5 m <sup>2</sup> /workstation (6.5 workstations per 100 m <sup>2</sup> ) with computer and monitor at each plus printer and fax. Computer, monitor, and fax diversity 0.67, printer diversity 0.33.
Medium	10.8	Assumes 11.6 m <sup>2</sup> /workstation (8.5 workstations per 100 m <sup>2</sup> ) with computer and monitor at each plus printer and fax. Computer, monitor, and fax diversity 0.75, printer diversity 0.50.
Medium/Heavy	16.1	Assumes 9.3 m <sup>2</sup> /workstation (11 workstations per 100 m <sup>2</sup> ) with computer and monitor at each plus printer and fax. Computer and monitor diversity 0.75, printer and fax diversity 0.50.
Heavy	21.5	Assumes 7.8 m <sup>2</sup> /workstation (13 workstations per 100 m <sup>2</sup> ) with computer and monitor at each plus printer and fax. Computer and monitor diversity 1.0, printer and fax diversity 0.50.

Source: Wilkins and Hosni (2000).

**Table 12. Cooling Load Estimates for Various Office Load Densities**

Load Density*	Number	Each, W	Total, W	Diversity	Load, W
<b>Light</b>					
Computers	6	55	330	0.67	220
Monitors	6	55	330	0.67	220
Laser printer—small desk top	1	130	130	0.33	43
Fax machine	1	15	15	0.67	10
Total Area Load					494
Recommended equipment load factor = 5.4 W/m <sup>2</sup>					
<b>Medium</b>					
Computers	8	65	520	0.75	390
Monitors	8	70	560	0.75	420
Laser printer—desk	1	215	215	0.5	108
Fax machine	1	15	15	0.75	11
Total Area Load					929
Recommended equipment load factor = 10.8 W/m <sup>2</sup>					
<b>Medium/Heavy</b>					
Computers	10	65	650	1	650
Monitors	10	70	700	1	700
Laser printer—small office	1	320	320	0.5	160
Facsimile machine	1	30	30	0.5	15
Total Area Load					1525
Recommended equipment load factor = 16.1 W/m <sup>2</sup>					
<b>Heavy Load Density<sup>a</sup></b>					
Computers	12	75	900	1	900
Monitors	12	80	960	1	960
Laser printer-small office	1	320	320	0.5	160
Facsimile machine	1	30	30	0.5	15
Total Area Load					2035
Recommended equipment load factor = 21.5 W/m <sup>2</sup>					

Source: Wilkins and Hosni (2000).

<sup>a</sup> See Table 11 for descriptions of load densities.