

**FACTORIES, OFFICES AND SHOPS (SANITARY CONVENIENCES) REGULATIONS,  
1970 (LI 656).**

In exercise of the powers conferred on the Minister responsible for Labour by section 30 (1) of the Factories, Offices and Shops Act, 1970 (Act 328), these Regulations are made this 12th day of August 1970.

**Regulation 1—Sanitary Conveniences for Male Employees.**

In any factory, office or shop where males are employed there shall be at least one suitable convenience (not being a convenience suitable merely as a urinal) for every 25 males:

Provided that where the number of males employed exceeds 100, and sufficient urinal accommodation is also provided, it shall be sufficient if there is one such convenience as aforesaid for every 25 males up to the first one hundred, and one for every 40 thereafter.

**Regulation 2—Sanitary Conveniences for Female Employees.**

In every factory, office or shop where females are employed there shall be at least one suitable sanitary convenience for every 25 females employed therein.

**Regulation 3—Access and Ventilation.**

(1) Every sanitary convenience shall be sufficiently ventilated and shall only communicate with any workroom through the open air or through an intervening ventilated space.

(2) Sanitary conveniences shall be so situated as to be conveniently accessible to employees at all times.

**Regulation 4—Privacy.**

(1) Every sanitary convenience, not being one which is solely a urinal, shall be under cover and so constructed as to provide privacy and shall have a door with a fastening device.

(2) Urinals shall be so situated or screened as not to be visible from other parts of the factory, office or shop where persons work or pass.

(3) In factories, offices and shops where persons of both sexes are employed the sanitary conveniences for each sex shall be so situated or screened that the interior is not visible, whether or not the door of any sanitary convenience is open, from any place to which persons of the other sex have access.

(4) There shall be separate approaches to the sanitary conveniences for each sex and a suitable notice shall indicate the identity of each.

**Regulation 5—Cleanliness.**

The occupier of every factory, office or shop shall ensure that all sanitary conveniences therein (including urinals) are properly maintained and kept clean at all times, and in particular that they

are swept or otherwise suitably cleansed once in every working day, and that all closets, cisterns, basins, pipes and drains are kept clean and free from blockage.

Regulation 6—Ascertainment of Number of Employees.

For the purpose of these Regulations the numbers of persons of either sex employed in any factory, office or shop shall be taken to be the maximum number of persons of that sex employed therein at any one time.

Regulation 7—Exemption in Special Cases.

Where for any reason the application of these Regulations to any premises would cause unreasonable hardship or difficulty, or compliance therewith would be impracticable, the Chief Inspector may by certificate exempt such premises from all or any of the requirements of these Regulations to such an extent and subject to such conditions as he may specify in the certificate.

JATOE KALEO

Minister of Labour

Date of Gazette Notification: 20th August 1970.