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CAPACITY CALCULATION TOOL SMOKING CABINS

INTRODUCTION

Subsequent to the service & maintenance instructions and the service calculation tool for smoking cabins we now present you the capacity calculation tool. This helps account managers to calculate the minimal amount of smoking cabins needed, based on a given smoking environment.

Attached you find an Excel workbook with one worksheet: Capacity calculation. Please, fill in the yellow cells. There are three main subjects: smoking population, smoking areas according to user intensity, type and amount of Smoke 'n Go smoking cabins.

TIP: print this letter and open the Excel workbook on your computer. Step-by-step you will learn about the working of this application.

SMOKING POLUTION

Here you can enter the figures about smokers that result in the amount of cigarettes per day. If the regular smoking population varies a lot in different sections of the organisation, please make different calculations per section. Below you find an example of data entry.

Total amount of people	250	persons
Percentage of smokers	25	%
Amount of smoking moments daily per smoker	6	moments
Amount of cigarettes per smoking moment	1	cigarettes
Total amount of cigarettes per day	375	cigarettes per day (calculation)

TIP: for good understanding of this letter, please fill in the same answers in the worksheet (and practice with other figures later on).

SMOKING AREAS ACCORDING TO USER INTENSITY

There are two categories of smoking areas to take into account: regular use and high user peaks. Regular use refers to smoking areas where the smoking population is present for quite a large part of the day. High user peaks refer to smoking areas where smokers come together for short time intervals (lunch, coffee break, arrivals). Please, make sure whether one or both of the categories apply to your client and enter the data needed. Of course, it is important to determine and enter the amount of smoking areas where smoking cabins could be placed.

Smoking areas for regular user intensity		
Working/opening hours per day	8	hours
Effective use of the smoking area (all or part of the day)	4	hours
Average smoking time per cigarette (minimum 6, standard 8 minutes)	8	minutes
Normal amount of simultaneous smokers	13	smokers (calculation)
Available amount of smoking areas for regular user intensity	2	smoking areas
Smoking areas for high user peaks		
Amount of smokers during peak e.g. lunch/coffee break/ arrivals	50	smokers
Duration of user peak	20	minutes
Peak amount of simultaneous smokers	20	smokers (calculation)
Available amount of smoking areas for high user peaks	1	smoking areas

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TYPE AND AMOUNT OF SMOKE 'N GO SMOKING CABINS

Based on the calculations above the tool proposes the type and amount of cabins that are needed minimally per smoking area. Also here a difference is made between areas for regular use and for user peaks. If a smoking area needs more than one Double Plaza the tool advises you to call Plymovent.

In our example the tool proposes one Espace cabin per regular smoking area, a total of two. For the area with user peaks it proposes one Double Plaza cabin, a total one unit. Of course, this proposal is not mandatory. Specific practical issues could lead to a different final decision.

ORIGINAL WORKBOOK AS READ-ONLY

Create a new folder where you save the original workbook. To prevent accidental changes to the original workbook file, the best way is to set the workbook as read-only. How? In Excel on the *File* menu, select *Open*. Then, in the *Dialog box*, locate the original workbook and right-click once on the filename. In the list select *Properties*, point to the tab *General*, and select *Read-only*, and click on the button *Apply*.

It is still possible to save the figures you entered together with your clients. But, you will be automatically forced to use a different filename.

TIP: Create a new folder where you save the workbook that you fill in. Use standard file names, like yymmdd_clientname_accountmanager.

COMMENTS AND REQUESTS

This application has been developed to serve as a user friendly tool. Also, it is a first version that may be optimised depending on the intensity of use. We are glad to receive your comments, questions and requests that will enhance the use of this tool. For translations you can fill in the translation table that we enclosed. Please, reply to rvankasteren@lucom.nl (+31 (0)76 5789 590).