



Wilkins Health & Safety Services

How many toilets should my workplace have?

It all depends on the size of the workplace and the number of employees, however, at all times suitable and sufficient sanitary conveniences shall be provided at readily accessible places.

Toilets and the rooms containing them should be kept in a clean and orderly condition, and the rooms adequately ventilated and lit. Separate rooms containing conveniences should be provided for men and women except where and so far as each convenience is in a separate room the door of which is capable of being secured from inside.

The Approved code of practice goes on to give minimum numbers of facilities:
(The number of people at work shown in column 1 refers to the maximum number likely to be in the workplace at any one time)

Number of toilets and washbasins for mixed use (or women only):

Number of people at work	Number of toilets	Number of washbasins
1-5	1	1
6-25	2	2
26-50	3	3
51-75	4	4
76-100	5	5

Toilets used by men only:

Number of men at work	Number of toilets	Number of urinals
1-15	1	1
16-30	2	1
31-45	2	2
46-60	3	2
61-75	3	3
76-90	4	3
91-100	4	4