



General Office Evaluation Report

Office location.....Date.....Time.....

General Room Lighting

Type

Source of glare

Luminance

Windows

Location

Size

Sun Pattern

Illumination Levels

Locations

Conditions

Desk Lighting

Type

Glare source

Needed

Employees Posture

General

Specific employee

Furniture and equipment

Computer Displays

Type

Size

Reflections

Overall Layout

Remarks

Assessed By