## **ABSTRACT**

An office is a place that accommodates work activities carried out by workers by following the standards provided by the company. There are various types of offices according to the field and company, one of which is a bank office. This bank office is divided into two types, namely state banks or commonly referred to as state banks, and private banks. The Branch Office of Private Bank X is an example of a private bank with many branches spread across Indonesia. Every office must have various kinds of problems to support comfort, safety, and health to help work productivity. Especially at the Branch Office of Private Bank X, has a vision and mission as well as the achievement of green design in its buildings to support a healthy and environmentally friendly environment and this has not been applied. This green design concept not only adapts human life to its environment but can reduce or maximize resources efficiently, and increase environmental friendliness, and individual relationships with the community. This design is carried out to create a healthy, comfortable and safe, and environmentally friendly work environment to help employees and visitors work productivity effectively.

Keywords: Office, Branch Office of Private Bank X, Green design