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University Campus Accessibility Measure

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UNIVERSITY CAMPUS ACCESSIBILITY MEASURE (UCAM)

Developed by
The Research Alliance for Children with Special
Needs*
and
The School of Occupational Therapy[^],
The University of Western Ontario

(Linda T. Miller [^], Doreen Bartlett* and Lisa Klinger[^])

2003, 2007, 2010, 2013

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Primary Pathways

Primary pathways must first be identified in order to assess a building in terms of priorities. To do so efficiently, each case needs to include an architectural diagram/layout of the building being analyzed. If one cannot be obtained, a personal (accurate) drawing will also suffice. The building must then be reviewed floor by floor in terms of its main uses, in order to decide which are the primary pathways (i.e. the routes that would be used most often). This could include the major entrances, most important hallways, accessible washrooms, and/or the most frequently used classrooms or attractions (for example, circulation desk in a library). Primary pathways should follow a logical progression of entering and utilizing the building for intended uses. For practical purposes, in multifunctional buildings, assessment of accessibility would focus on primary pathways.

Category 1:

Accessibility to and Outside the School

Section 1: Exterior Doors

Section 2: Exterior Ramps

Section 3: Exterior Staircases

Section 4: Accessible Parking

Section 5: Exterior Furnishings

Section 6: Outdoor Sporting Areas

Section 7: Exterior Pathways and Landscaping

1. EXTERIOR DOORS

Total Number of Exterior Doors _____

Please document the actual measurements for each item (regardless of whether it meets the requirements or not)

FOR ALL DOORS	Door 1	Door 2	Door 3	Door 4	Door 5	Priority (A, B, C or X)
1.1 Width* Is the door at least 850 mm wide when in the open position?						A
1.2 Signage a) Does the entrance have tactile signage that is approachable by person with visual impairments? b) Is the tactile sign located between 1200-1500 mm from the floor? c) Is the entrance equipped with audible wireless technology? d) Does the entrance have visual and/or audible alarm signals to prevent entrance in case of fire?						B
1.3 Features a) Is the door handle colour contrasted? b) If a single-door entrance, does it swing to the right side to aid people with guide-dogs?						a) B b) B c) A d) B e) A

FOR ALL DOORS	Door 1	Door 2	Door 3	Door 4	Door 5	Priority (A, B, C or X)
c) If entirely made of glass, are there two coloured horizontal bars 50 mm wide across the entire width of the door? d) Are the horizontal bars lined between 1170 mm to 1220 mm and 1475 mm to 1525 mm from the floor? e) Where a vision panel is provided: <ol style="list-style-type: none"> a. Is it at least 75 mm in width? b. Is the bottom of the panel not more than 900 mm above the floor? c. Is the edge of the panel closest to the latch not more than 250 mm from the latch side of the door? 						
1.4 Number of Entrances For total number of Pedestrian Entrance of: <ol style="list-style-type: none"> a) 1-3, minimum of 1 entrance must be barrier-free b) 3-5, minimum of 2 entrances must be barrier-free c) More than 5, a minimum of 50% of entrances must be barrier-free 						A
1.5 Threshold <i>If a threshold is present...</i> <ol style="list-style-type: none"> i) Is it 13 mm high or less? ii) Is it bevelled? 						A

FOR AUTOMATIC DOORS	Door 1	Door 2	Door 3	Door 4	Door 5	Priority (A, B, C or X)
<p>1.6 Number of Power Doors For a large building (one floor occupies more than 300 m²), is every exterior door equipped with a power door operator?</p>						A
<p>1.7 Signage Are there any entrances marked with the International Symbol of Accessibility?</p>						A – there should be 2 accessible entrances to each building; accessible entrances should be marked
<p>1.8 Opening Device <i>For push button devices ...</i></p> <ul style="list-style-type: none"> a) Is there an opening device on the interior and exterior of the door? b) Is the center of the device between 1000 mm and 1100 mm above the floor? c) Is the center of the device located not less than 600mm beyond the door swing? d) Can the button or pad be operated by contact with any part of the button or pad surface? e) Can the button or pad be operated with a closed hand? 						A

FOR AUTOMATIC DOORS	Door 1	Door 2	Door 3	Door 4	Door 5	Priority (A, B, C or X)
f) Can it be used without special keys or access codes? g) Is there at least 3 seconds before the door starts to close from when fully open? * h) Is information on control pad in large prints? i) Is information on control pad available in tactile/Braille? j) Is there sufficient lighting of at least 100 lux to illuminate device area? * k) Is the International Symbol of Accessibility on the opening device? l) Does it take no more than 3 seconds to fully open?						A
1.9 Automatic Door Safety <i>For all automatic doors...</i> a) If an object is in the path of the opening door, will the door stop opening? b) If the door is stopped, does the automatic opening device continue to work? c) For doors that don't open towards a wall, is there a guard on the latch side of the door to protect pedestrian traffic? Is it detectable by a white-cane?						A

FOR AUTOMATIC DOORS	Door 1	Door 2	Door 3	Door 4	Door 5	Priority (A, B, C or X)
d) Is there an audible alarm when the door is opening and closing?						
1.10 Maintenance Is contact information posted for maintenance in case the door is malfunctioning?						A
MANUAL DOORS ONLY	Door 1	Door 2	Door 3	Door 4	Door 5	Priority (A, B, C or X)
1.11 Signage Is there a sign to locate the barrier-free entrance?						A
1.12 Width* Is the door at least 850 mm wide when in the open position?						If there are 2 doors with automatic openers, then X If there are no such doors, then A for at least 2 manual doors
1.13 Kick Plates Is there a smooth, plated surface at the bottom of the push-side of the door at least 255 mm in height?						C
1.14 Opening Doors a) Can the door handles be operated with a closed hand?						B

MANUAL DOORS ONLY	Door 1	Door 2	Door 3	Door 4	Door 5	Priority (A, B, C or X)
b) Does the door open when 3.89 kg (8.5 lbs. or 38N) of force is applied to the handles?* c) Is the mid-point of the handle located between 900 mm and 1000 mm above the floor?						B
1.15 Manoeuvring Spaces When Approaching Doors* PULL SIDE a) On the pull side, is there at least 1525 mm by 1525 mm of clear, level space in front of the door that does not interfere with the door swing? b) Is there a clear space of at least 915 mm wide and 1525 mm deep beside the latch side of the door? PUSH SIDE c) On the push side, is there at least 1220 mm by 1220 mm of clear, level space in front of the door? d) Is there a clear space of at least 610 mm wide and 1220 mm deep beside the latch side of the door?						X or A, as above

MANUAL DOORS ONLY	Door 1	Door 2	Door 3	Door 4	Door 5	Priority (A, B, C or X)
<p>1.16 Series* <i>For two or more doors in series...</i></p> <p>a) Do the doors either both swing away from the space between them or both swing in the same direction?</p> <p>i. Is there at least 1220 mm plus the width of any door that swings into the space between the doors?</p> <p>b) Is the second door necessary?</p>						X or A, as above
<p>1.17 Presence of Revolving Door</p> <p>a) If a revolving door is present, is there an alternative accessible doorway within the same area?</p> <p>b) Are there directions to that accessible doorway?</p>						X or A, as above

USABILITY SUMMARY: EXTERIOR DOORS

Which elements need to be changed?

Element	Recommended Change	Priority

2. EXTERIOR RAMPS

Total Number of Doors _____

Please document the actual measurements for each item (regardless of whether it meets the requirements or not)

ALL EXTERIOR RAMPS	Ramp 1	Ramp 2	Ramp 3	Ramp 4	Ramp 5	Priority (A, B, C or X)
2.1 Slope Is the slope of the ramp shallower (less) than or equal to a 1:12 ratio?						A
2.2 Cross Slope Is the cross slope of the ramp shallower (less) than, or equal to a 1:50 ratio?						A
2.3 Width (Select one) a) If there are less than 300 students, is the ramp at least 1120 mm wide? b) If there are more than 300 students, is the ramp at least 1525 mm wide?						A
2.4 Ramp Surface a) Is the ramp surface textured? b) Is the surface colour contrasted? c) Is the ramp surface glare-free? d) Is the surface firm & stable? e) Is the surface slip resistant? f) Are there contrasting colour strips at the top, bottom and any landings of the ramp?						A

ALL EXTERIOR RAMPS	Ramp 1	Ramp 2	Ramp 3	Ramp 4	Ramp 5	Priority (A, B, C or X)
g) If there is a lip at the bottom of the ramp, is it no greater than 13 mm high and bevelled between the surfaces?						A
2.5 Ramp Edges a) Is there a curb that extends at least 75 mm above the surface of the ramp? b) Does the ramp surface extend at least 305 mm past the handrails on at least one side of the ramp?						A
2.6 Length of Ramp Runs a) Is the length of the ramp less than or equal to 9000 mm? b) If the ramp is greater than 9000 mm, is there a landing?						B
2.7 Landings <i>For the top landing...</i> a) Is there a clear, flat space of at least 1670 mm long? b) Is there a clear, flat space at least as wide as the ramp but not less than 1670 mm? c) Is this landing smooth and flat? <i>For the bottom landing...</i> d) Is there a clear, flat space of at least 1830 mm in length?						A

ALL EXTERIOR RAMPS	Ramp 1	Ramp 2	Ramp 3	Ramp 4	Ramp 5	Priority (A, B, C or X)
<p>e) Is there a clear, flat space at least as wide as the ramp but not less than 1670 mm?</p> <p>f) Is this landing smooth and flat?</p> <p><i>For straight ramps...</i></p> <p>g) Are there intermediate landings at intervals of not more than 9 m in length?</p> <p>h) Is the intermediate landing at least 1670 mm in length and as wide as the ramp?</p> <p>i) Is this landing smooth and flat?</p> <p><i>For ramps that change direction...</i></p> <p>j) Is the intermediate landing at least 1830 mm in length and as wide as the ramp?</p> <p>k) Is the landing smooth and flat?</p>						A
<p>2.8 Handrails*</p> <p>a) Are handrails present?</p> <p>b) Are there handrails on both sides of the ramp?</p> <p>c) Are handrails circular in cross-section with outside diameter between 32 mm and 38 mm in width or any non-circular shape with a graspable portion that has a perimeter not less than</p>						<p>a) A</p> <p>b) A</p> <p>c) B</p>

ALL EXTERIOR RAMPS	Ramp 1	Ramp 2	Ramp 3	Ramp 4	Ramp 5	Priority (A, B, C or X)
<p>100 mm and not more than 155 mm and whose largest cross-sectional dimension is not more than 57 mm?*</p> <p>d) Is the handrail at least 40 mm from any other adjacent vertical surface?* (e.g. wall)</p> <p>e) Are the handrails smooth?</p> <p>f) Are the handrails firmly mounted?</p> <p>g) Are the handrails rounded at both ends?</p> <p>h) Are the handrails constructed such that it will withstand a non-concurrent application of a concentrated load not less than 0.9kN applied at any point and in any direction and a uniform load not less than 0.7kN/m applied in any direction to the handrail?</p> <p>i) Is the handrail mounted at a height between 865 mm and 965 mm above the ramp surface?</p> <p>j) Is the handrail continuous along the length of the ramp?</p> <p>k) Does the handrail extend at least 305 mm parallel to the top and bottom of the ramp?</p>						<p>d) B</p> <p>e) A</p> <p>f) A</p> <p>g) B</p> <p>h) A</p> <p>i) B</p> <p>j) A</p> <p>k) A</p>

ALL EXTERIOR RAMPS	Ramp 1	Ramp 2	Ramp 3	Ramp 4	Ramp 5	Priority (A, B, C or X)
l) If handrails are recessed into an adjacent surface, is the recess at least 460 mm high from the top edge of the handrail?* m) Is the handrail continuously parallel with the ramp?						l) B m) B
2.9 Guard Is a wall or a guard present on both sides of the ramp? <i>If a guard is present...</i> a) Is it not less than 1070 mm from the ramp surface?						A a) B
2.10 Location a) Are any fixed obstructions blocking access to the ramp? b) If the ramp is located at a crosswalk, does the ramp lead into the crosswalk area? c) Are the ramps protected from being blocked by parked cars (e.g. signs, hash marks, posts)?						A
2.11 Edges If the ramp has a defined edge, is it oriented parallel to pedestrian traffic flow?						A

ALL EXTERIOR RAMPS	Ramp 1	Ramp 2	Ramp 3	Ramp 4	Ramp 5	Priority (A, B, C or X)
2.12 Lighting Is the ramp minimally illuminated to 100 lux?						A
2.13 Signage a) Are there signs on non-accessible pathways to indicate the location of ramps? b) Does the sign have the International Symbol of Accessibility?						a) A b) B

USABILITY SUMMARY: EXTERIOR RAMPS

Which elements need to be changed?

Element	Recommended Change	Priority

3. EXTERIOR STAIRWAYS

Total Number of Exterior Staircases _____

Please document the actual measurements for each item (regardless of whether it meets the requirements or not)

FOR ALL EXTERIOR STAIRWAYS	Stairway 1	Stairway 2	Stairway 3	Stairway 4	Stairway 5	Priority (A, B, C or X)
3.1 Indicator Stripping a) Do the stairs have indicator stripping at the top and bottom steps? b) Is the stripping at least 50 mm wide? c) Does the colour of the indicator stripping contrast with the tread colour on the nosing of every tread? Y/N d) Is the stripe flush with the tread surface?						A
3.2 Treads* a) Are treads at least 280 mm deep from the edge of the step? * b) Are the tread surfaces made of a slip-resistant material (e.g. rubber)?						A
3.3 Risers a) Are the heights of each riser between 125 - 180 mm? b) Are the risers solid without any openings of any kind?						A
3.4 Nosings a) Do nosings project less than 38 mm? b) Are nosings angled greater than 60° to the horizontal?						A

FOR ALL EXTERIOR STAIRWAYS	Stairway 1	Stairway 2	Stairway 3	Stairway 4	Stairway 5	Priority (A, B, C or X)
c) Do nosings have a flushed, angled or rounded edge? d) Do nosings have contrasting colours and textures? e) Are nosings slips resistant? f) Are nosings minimally illuminated to 200 lux?						A
3.5 Handrails* a) Are handrails present? b) Are there handrails on both sides of the ramp? c) Are handrails circular in cross-section with outside diameter between 32 mm and 38 mm in width or any non-circular shape with a graspable portion that has a perimeter not less than 100 mm and not more than 155 mm and whose largest cross-sectional dimension is not more than 57 mm?* d) Is the handrail at least 40 mm from any other adjacent vertical surface?* (e.g. wall) e) Are the handrails smooth? f) Are the handrails firmly mounted? g) Are the handrails rounded at both ends?						a) A b) A c) B d) B e) A f) A g) B

FOR ALL EXTERIOR STAIRWAYS	Stairway 1	Stairway 2	Stairway 3	Stairway 4	Stairway 5	Priority (A, B, C or X)
<p>h) Are the handrails constructed such that it will withstand a non-concurrent application of a concentrated load not less than 0.9kN applied at any point and in any direction and a uniform load not less than 0.7kN/m applied in any direction to the handrail?</p> <p>i) Is the handrail mounted at a height between 865 mm and 965 mm above the ramp surface?</p> <p>j) Is the handrail continuous along the length of the ramp?</p> <p>k) Does the handrail extend at least 305 mm parallel to the top and bottom of the ramp?</p> <p>l) If handrails are recessed into an adjacent surface, is the recess at least 460 mm high from the top edge of the handrail?*</p> <p>m) Is the handrail continuously parallel with the ramp?</p>						<p>h) A i) B j) A k) A l) B m) B</p>
<p>3.6 Lighting Is there lighting beside steps to clearly define the treads, risers and nosings?</p>						A

USABILITY SUMMARY: EXTERIOR STAIRWAYS

Which elements need to be changed?

Element	Recommended Change	Priority

4. ACCESSIBLE PARKING

Total Number of Parking Areas _____

Please document the actual measurements for each item (regardless of whether it meets the requirements or not)

NUMBER OF SPACES FOR EACH PARKING AREA	Area 1	Area 2	Area 3	Area 4	Area 5	Priority (A, B, C or X)
<p>4.1 Number of Accessible Spaces For every 25 spaces, is there at least 1 designated accessible parking space?</p>						B
<p>4.2 Signs*</p> <ul style="list-style-type: none"> a) Is each designated space identified with the International Symbol of Accessibility? b) If the sign is vertically mounted, is the top of the sign no more than 2030 mm from the ground? c) If there is a sign on the pavement, is it at least 1800 mm by 1800 mm?* d) Is directional signage placed along parking entrances to indicate accessible parking areas? <ul style="list-style-type: none"> i) Does it contain an International Symbol of Access? e) Is directional signage placed at accessible parking areas to indicate accessible entrances? 						B

NUMBER OF SPACES FOR EACH PARKING AREA	Area 1	Area 2	Area 3	Area 4	Area 5	Priority (A, B, C or X)
<p>4.3 Physical Location of the Accessible Spaces Is the designated parking space the closest space to the designated accessible entrance?</p>						B
<p>4.4 Walkway Features</p> <ul style="list-style-type: none"> a) Is the walkway at least 1220 mm wide? b) If a fixed object intrudes into this space, is there at least 915 mm of passage maintained? c) Is the walkway free from steps? d) Is the walkway surface paved? e) If there is a grate located on the walk, are the grate openings no greater than 125 mm wide? f) Are the grate openings perpendicular to the path of travel?* g) Is the walkway minimally illuminated to 100 lux? h) Is each parking space minimally illuminated to 30 lux at each accessible parking spaces? i) Are there colour contrasting and tactile markings along the parallel boundaries of a crossing area? 						A

NUMBER OF SPACES FOR EACH PARKING AREA	Area 1	Area 2	Area 3	Area 4	Area 5	Priority (A, B, C or X)
j) Do crossing islands have visual colour contrast and tactilely detectable warning surfaces? k) Is there minimum clear headroom of 2100 mm from floor along the entire path? l) If a fixed object is placed below 2100 mm from floor, is there a guard rail?						
4.5 Slope a) If the exterior walkway is sloped, is it shallower (less) than a 1:20 ratio? b) Is the cross slope shallower (less) than or equal to a 1:50 ratio? c) Are there visually and/or tactilely detectable warning surface areas prior to the slope? d) Is the detectable warning area 600 mm long starting at 150 mm back from the edge of the curb?						A
4.6 Clear Space Is there a clear, level space of 1525 mm by 1525 mm at least every 61000 mm (61 m) along the walkway?						A
4.7 Drop-off Zones* a) Are there signs to indicate accessible drop-off zones?						A

NUMBER OF SPACES FOR EACH PARKING AREA	Area 1	Area 2	Area 3	Area 4	Area 5	Priority (A, B, C or X)
b) Is there a space located adjacent and parallel to a drop-off zone? c) Is the space at the same level as the drop-off zone? d) If the space is not at the same level, is there a curb ramp/cut-out? e) Is the space at least 1525 mm in width? f) Is the space at least 6000 mm long? g) Is the clearance height at least 2750 mm? h) Is the accessible drop-off zone located on an accessible route?						
4.8 Vehicular entrance Is the vehicular entrance to an area intended to be used by wheelchair accessible parking have a vertical clearance of at least 2100 mm?						A

USABILITY SUMMARY: ACCESSIBLE PARKING

Which elements need to be changed?

Element	Recommended Change	Priority

5. EXTERIOR FURNISHINGS

PICNIC TABLES	Table 1	Table 2	Table 3	Table 4	Table 5	Priority (A, B, C or X)
<p>5.1 Seating Space</p> <p>a) Is there at least one side of the table that is not blocked by a fixed seat or bench?</p> <p>i) Does this side of the table have a clear, level space of at least 1525 mm by 1525 mm?</p> <p>ii) If this side of the table was lengthened to serve this purpose, are there guardrails that are detectable by a white cane?</p>						<p>a) B</p> <p>i) B</p> <p>ii) A</p>
<p>5.2 Surface Height</p> <p>Is the top surface of the table between 710 mm and 865 mm above the ground?</p>						B
<p>5.3 Knee Space*</p> <p>a) Is the underside of the table at least 685 mm from the ground?</p> <p>b) Is the knee space at least 485 mm deep?</p> <p>c) Is the knee space at least 760 mm wide?</p>						B
<p>5.4 Pathway</p> <p>a) Is an accessible pathway available to lead to the picnic table?</p>						<p>a) B</p> <p>b) A</p>

BENCHES	Bench 1	Bench 2	Bench 3	Bench 4	Bench 5	Priority (A, B, C or X)
b) Is there a change in surface texture to cue someone who is visually impaired?						
5.5 Clear Space Is there a clear, level space of at least 1525 mm by 1525 mm beside the bench?						B
5.6 Portability Is the bench not fixed to the ground?						C
5.7 Stability Is the bench levelled and firmly placed on the ground?						A
5.8 Colour Is the bench colour contrasted with environment?						B
WALL OR POST-MOUNTED FOUNTAINS	Fountain 1	Fountain 2	Fountain 3	Fountain 4	Fountain 5	Priority (A, B, C or X)
5.9 Clear Space Is there a clear, level space in front of the fountain of 1525 mm by 1525 mm?						B or C or X, depending on the availability of drinking water in the building
5.10 Knee Space a) Is the space from the underside of the fountain to the floor at least 685 mm high?						B or C or X, depending on the availability of fountains in the building

WALL OR POST-MOUNTED FOUNTAINS	Fountain 1	Fountain 2	Fountain 3	Fountain 4	Fountain 5	Priority (A, B, C or X)
b) Is the space underneath the fountain at least 760 mm wide? c) Is the space underneath the fountain at least 485 mm deep?						B or C or X, depending on the availability of drinking water in the building
5.11 Spout Position Is the spout a height between 750 mm and 900 mm from the floor?						B or C or X, depending on the availability of drinking water in the building
5.12 Controls a) Are the controls mounted either on the front or side surface of the fountain? b) If the controls are mounted on the side surface, are they within 150 mm from the front edge of the fountain? c) Can the controls be operated with a closed hand?						B or C or X, depending on the availability of drinking water in the building

OTHER FURNISHINGS (e.g. light post, mail box, trash can, telephone, etc.)	OTHER 1	OTHER 2	OTHER 3	OTHER 5	OTHER 5	Priority (A, B, C or X)
5.13 Positioning Is the furniture placed adjacent to, but not blocking, accessible paths?						A or B depending on whether a hazard or an inconvenience
5.14 Identification a) Is the furniture consistently colour-contrasted with surrounding environments to allow easy identification? b) Is the furniture detectable by a white cane? c) Is there suitable tactile lettering on all waste receptacles? d) Is the tactile sign located between 1200-1500 mm?						a) A b) A c) B d) B

USABILITY SUMMARY: EXTERIOR FURNISHINGS

Which elements need to be changed?

Element	Recommended Change	Priority

6. OUTDOOR SPORTING AREAS

Total Number of Sporting Areas _____

Please document the actual measurements for each item (regardless of whether it meets the requirements or not)

OUTDOOR SPORTING AREAS	Area 1	Area 2	Area 3	Area 4	Area 5	Priority (A, B, C or X)
<p>6.1 Route</p> <p>a) Is there a paved route to the sporting area?</p> <p><i>If there is a route (paved or unpaved)...</i></p> <p>b) Is the route at least 1200 mm wide?</p> <p>c) Is this route free from fixed objects?</p>						<p>a) B</p> <p>b) A</p> <p>c) A</p>
<p>6.2 Slope</p> <p>a) If the exterior walkway is sloped, is it shallower (less) than a 1:20 ratio?</p> <p>b) Is the cross slope shallower (less) than or equal to a 1:50 ratio?</p>						A
<p>6.3 Clear Space</p> <p>Is there a clear, level space of 1525 mm by 1525 mm at least every 6100 mm (61 m) along the walkway?</p>						A
<p>6.4 Surface Changes</p> <p>Is the walkway free from steps?</p>						A

OUTDOOR SPORTING AREAS	Area 1	Area 2	Area 3	Area 4	Area 5	Priority (A, B, C or X)
6.5 Potential Hazards a) Is the walkway surface textured? b) If there is a grate located on the walk, are the grate openings no greater than 125 mm wide? c) Is the grate opening perpendicular to the path of travel?						A
VIEWING AREA						
6.6 Signs Is there an International Sign of Accessibility to designate the location of specific seating areas?						B
6.7 Outdoor Benches/Seating a) Is the bench at least 610 mm deep? b) Is the bench between 430 mm and 485 mm above the floor?						C
6.8 Wheelchair Spaces a) Is there a designated space for wheelchairs? b) Does this space measure at least 920 mm by 1370 mm? c) Is there a companion seat located directly beside each space?						a) B b) A c) A

USABILITY SUMMARY: OUTDOOR SPORTING AREAS

Which elements need to be changed?

Element	Recommended Change	Priority

7. EXTERIOR PATHWAYS AND LANDSCAPING

Total Number of Green Areas _____

Please document the actual measurements for each item (regardless of whether it meets the requirements or not)

Green Areas	Area 1	Area 2	Area 3	Area 4	Area 5	Priority (A, B, C or X)
<p>7.1 Exterior Pathways</p> <p>a) Is the barrier-free pathway not interrupted by steps?</p> <p>b) Is there a permanent, firm, and slip-resistant surface?</p> <p>c) Is there an uninterrupted width of not less than 1100 mm?</p> <p>d) If a slope is present, is the vertical rise less than 1:20?</p> <p>e) If a slope is greater than 1:20, is a ramp present?</p>						A
<p>7.2 Planting</p> <p>a) Are planting beds located adjacent to pedestrian paths? i.e. not obstructing accessible pathways</p> <p> i) Are there colour contrasted and white-cane detectable curbs surrounding planting beds?</p> <p> ii) Are the curbs at least 75 mm high?</p> <p>b) Are there any plants with thorns or sharp edges adjacent to pedestrian paths?</p>						<p>a) A or B depending on whether a hazard or an inconvenience</p> <p> i) A</p> <p> ii) A</p> <p>b) A</p>

Green Areas	Area 1	Area 2	Area 3	Area 4	Area 5	Priority (A, B, C or X)
<ul style="list-style-type: none"> i) Are they planted at least 920 mm away from accessible pathways? b) Are there any plants that drop large seed pods? <ul style="list-style-type: none"> i) Are they planted such that they do not overhang and drop pods onto accessible pathways? c) Is the accessible path free from overhanging branches that reduce headspace to less than 2100 mm from the floor? d) Are gardening wires colour contrasted with environment? 						<ul style="list-style-type: none"> c) A d) A e) A
<p>7.3 Lighting Is the entire exterior pathway minimally illuminated to 30 lux?</p>						A

USABILITY SUMMARY: Exterior Pathways and Landscaping

Which elements need to be changed?

Element	Recommended Change	Priority

Category 2: Mobility to and from School Rooms (One Level, Multiple Levels)

Section 1: Hallways

Section 2: Interior Doors (Hallway, Classroom, Common room and Washroom)

Section 3: Interior Ramps (Multiple Levels)

Section 4: Interior Stairways (Multiple Levels)

Section 5: Elevators (Multiple Levels)

Section 6: Wheelchair Lifts (Multiple Levels)

Section 7: Portable Access

Section 8: Refuge/Rescue Areas

1. HALLWAYS

Total Number of Hallways _____ (Including connecting bridges and tunnels that join different buildings)
Please document the actual measurements for each item (regardless of whether it meets the requirement or not)

FOR ALL HALLWAYS IN THE BUILDING	Hallway 1	Hallway 2	Hallway 3	Hallway 4	Hallway 5	Priority (A, B, C or X)
1.1 Width* Is the width between fixed objects in the hallway at least 1800 mm?						B on the primary pathway, otherwise X
1.2 Level Changes a) Is the hallway free from steps? b) For any level changes that differ between 200 mm – 600 mm, is there a colour contrasting indicator strip along the edges? c) For any level changes that differ greater than 600 mm, is there a guard rail along the edges? d) If a slope is present, is the vertical rise less than 1:20? e) If a slope is greater than 1:20, is a ramp present?						B on the primary pathway, otherwise X
1.3 Benches and Seating Areas a) Is there a clear level space of at least 1525 mm by 1525 mm beside the bench?* b) Is the bench not fixed to the ground?						B on the primary pathway, otherwise X
1.4 Lockers a) Can the locker door be opened with a closed hand?						B

FOR ALL HALLWAYS IN THE BUILDING	Hallway 1	Hallway 2	Hallway 3	Hallway 4	Hallway 5	Priority (A, B, C or X)
b) Are the shelves of these lockers between 380 and 1220 mm above the floor? c) Are the coat hooks located between 900 mm and 1200 mm above the floor? d) Are locker numberings colour contrasted? e) Are locker numberings raised or repeated in Braille?						B
1.5 Obstructions a) For any objects placed between 680 mm & 1980 mm of the floor, do they project less than 100 mm horizontally into the hallway? b) Do ceiling obstructions that hang lower than 2250 mm from floor have contrasting colours? c) Is the minimum clear headroom greater than 2100 mm? d) If a fixed object is placed below 2100 mm from floor, is there a guard rail placed at or below 680 mm to prevent it from being an unmarked obstacle?						A
1.6 Wall Features a) Is the wall colour contrasted with the floor or are there contrasting boundaries?						B

FOR ALL HALLWAYS IN THE BUILDING	Hallway 1	Hallway 2	Hallway 3	Hallway 4	Hallway 5	Priority (A, B, C or X)
b) Is the wall texture smooth to allow a person with visual impairments to trail along the wall? c) Are wall patterns visually uncluttered (as clutter affects people with visual and balance difficulties)?						B
1.7 Floor Features a) Does the floor have a non-glare finish? b) Do mats/carpets have contrasting colours and bevelled edges? c) Is the floor patterning visually plain to avoid visual confusion for person with visual or balance impairment? d) Is the floor surface void of any opening that may permit the passage of a sphere more than 13 mm in diameter?						A
1.8 Signage a) Are there signs to indicate barrier-free emergency exits or refuge areas? i) Are visual instructions presented? ii) Are audible instructions presented? b) Are there visual, tactile and/or audible signs to indicate dead-end corridors?						a) A b) C c) B

FOR ALL HALLWAYS IN THE BUILDING	Hallway 1	Hallway 2	Hallway 3	Hallway 4	Hallway 5	Priority (A, B, C or X)
c) Are the tactile signs mounted between 1200-1500 mm?						
1.9 Lighting Is the entire accessible hallway minimally illuminated to 100 lux in a consistent manner?						A
1.10 Alarms a) Are visual alarms installed? i. Is it a Xenon strobe type or equivalent? ii. Is it in a clear or nominal white colour? iii. Is the flash rate pulsing at 1-3Hz? iv. Is the pulse duration 0.2 sec? v. Is the illumination intensity greater than 75 candela? vi. Are visual alarms placed less than 15 m apart? b) Does the audible alarm guide a person to the exit? c) Are emergency alarm pull stations colour contrasted? d) Are there tactile letters or Braille on the emergency alarm pull stations?						A

FOR ALL HALLWAYS IN THE BUILDING	Hallway 1	Hallway 2	Hallway 3	Hallway 4	Hallway 5	Priority (A, B, C or X)
e) Are alarm pull stations mounted between 1200-1500 mm from the floor? f) Are the controls minimally illuminated to 100 lux?						A

USABILITY SUMMARY: HALLWAYS

Which elements need to be changed?

Element	Recommended Change	Priority

2. INTERIOR DOORS

Total Number of Doors _____ (including door entrances to all classrooms, common rooms, and washrooms)

Please document the actual measurements for each item (regardless of whether it meets the requirement or not)

FOR ALL DOORS	Door 1	Door 2	Door 3	Door 4	Door 5	Priority (A, B, C or X)
2.1 Automatic Doors Is every hallway door on the primary pathway equipped with a power door operator?						A
2.2 Width* Is the door at least 850 mm wide when in the open position?						A
2.3 Signage a) Does the door have tactile signage that is approachable by person with visual impairments? b) Is the tactile sign located between 1200-1500 mm from the floor? c) Is the entrance equipped with audible wireless technology? d) Does the entrance have visual and/or audible alarm signals to prevent entrance in case of fire?						B
2.4 Features a) Is the door handle colour contrasted?						a) B

FOR ALL DOORS	Door 1	Door 2	Door 3	Door 4	Door 5	Priority (A, B, C or X)
b) If a single-door entrance, does it swing to the right side to aid people with guide-dogs? c) If entirely made of glass, are there two coloured horizontal bars 50 mm wide across the entire width of the door? d) Are the horizontal bars lined between 1170 mm to 1220 mm and 1475 mm to 1525 mm from the floor? e) Where a vision panel is provided: i. Is it at least 75 mm in width? ii. Is the bottom of the panel not more than 900 mm above the floor? f) Is the edge of the panel closest to the latch not more than 250 mm from the latch side of the door?						b) B c) A d) B e) A
2.5 Threshold <i>If a threshold is present...</i> a) Is it 13 mm high or less? b) Is it bevelled?						A

AUTOMATIC DOORS ONLY	Door 1	Door 2	Door 3	Door 4	Door 5	Priority (A, B, C or X)
<p>2.6 Signs Are all entrances on the primary pathway marked with the International Symbol of Accessibility?</p>						A
<p>2.7 Opening Device <i>For push button/pad devices...</i></p> <ul style="list-style-type: none"> a) Do all doors on the primary pathway have an opening device? b) If the door does not have an opening device, is there a fire door which is kept open? c) Is there an opening device on the interior and exterior of the door? d) Is the centre of the device between 1000 mm and 1100 mm above the floor? e) Is the center of the device located not less than 600mm beyond the door swing? f) Can the button/pad be operated with any part of the button/pad surface? g) Can the button or pad be operated with a closed hand? h) Can it be used without special keys or access codes? 						A

AUTOMATIC DOORS ONLY	Door 1	Door 2	Door 3	Door 4	Door 5	Priority (A, B, C or X)
i) Is there at least 3 seconds before the door starts to close from when fully open?* j) Is information on the control pads in large print? k) Is information on the control pads available in tactile/Braille? l) Is there sufficient lighting of at least 100 lux to illuminate device area? <i>For power-assisted doors...</i> m) Does it take no more than 3 seconds to fully open? n) Is there at least 3 seconds before the doors starts to close from when fully open?* <i>For automatic sensors...</i> o) Is there at least 3 seconds before the door starts to close from when fully open?*						A
2.8 Automatic Door Safety <i>For all automatic doors...</i> a) If an object is in the path of the opening door, will the door stop opening? b) If the door is stopped, does the automatic opening device continue to work?						A

AUTOMATIC DOORS ONLY	Door 1	Door 2	Door 3	Door 4	Door 5	Priority (A, B, C or X)
c) For doors that don't open towards a wall, is there a guard on the latch side of the door to protect pedestrian traffic? d) Is it detectable by a white-cane? e) Is there an audible alarm when the door is opening and closing?						
2.9 Maintenance Is contact information posted for maintenance in case the door is malfunctioning?						A
MANUAL DOORS ONLY	Door 1	Door 2	Door 3	Door 4	Door 5	Priority (A, B, C or X)
2.10 Kick Plates Is there a smooth, plated surface at the bottom of the push-side of the door at least 255 mm in height?						C
2.11 Opening Doors a) Can the door handles be operated with a closed hand? b) Does the door open when 2.24 kg (4.9 lbs. or 22N) of force is applied to the handles?* c) Is the mid-point of the handle located between 900 mm and 1000 mm above the floor?						B

MANUAL DOORS ONLY	Door 1	Door 2	Door 3	Door 4	Door 5	Priority (A, B, C or X)
d) Is the door handle colour contrasted?						B
<p>2.12 Manoeuvring Spaces When Approaching Doors*</p> <p>PULL SIDE</p> <p>a) On the pull side, is there at least 1525 mm by 1525 mm of clear, level space in front of the door that does not interfere with the door swing?</p> <p>b) Is there a clear space of at least 915 mm wide and 1525 mm deep beside the latch side of the door?</p> <p>PUSH SIDE</p> <p>ii. On the push side, is there at least 1220 mm by 1220 mm of clear, level space in front of the door?</p> <p>iii. Is there a clear space of at least 610 mm wide and of deep beside the latch side of the door?</p>						X or A, as above
<p>2.13 Series</p> <p><i>If there are 2 or more doors in a series...</i></p> <p>a) Do the doors either both swing away from the space between them or both swing in the same direction?</p>						A

MANUAL DOORS ONLY	Door 1	Door 2	Door 3	Door 4	Door 5	Priority (A, B, C or X)
b) Is there at least 1220 mm plus the width of any door that swings into the space between the doors? c) Is the second door necessary?						A

USABILITY SUMMARY: HALLWAY DOORS

Which elements need to be changed?

Element	Recommended Change	Priority

3. INTERIOR RAMPS (MULTIPLE LEVELS)

Total Number of Ramps _____

Please document the actual measurements for each item (regardless of whether it meets the requirement or not)

FOR ALL INTERIOR RAMPS IN THE BUILDING	Ramp 1	Ramp 2	Ramp 3	Ramp 4	Ramp 5	Priority (A, B, C or X)
3.1 Slope* Is the slope of the ramp shallower (less) than or equal to a 1:12 ratio?						A
3.2 Cross Slope Is the cross slope of the ramp shallower (less) than, or equal to a 1:50 ratio?						A
3.3 Width (select one) a) If there are less than 300 students, is the ramp at least 1120 mm wide? b) If there are more than 300 students, is the ramp at least 1525 mm wide?						A
3.4 Ramp Surface a) Is the ramp surface textured? b) Is the surface colour contrasted? c) Is the ramp surface glare-free? d) Is the surface firm and stable? e) Is the surface slip resistant? f) Are there contrasting colour strips at the top, bottom and any landings of the ramp?						A

FOR ALL INTERIOR RAMPS IN THE BUILDING	Ramp 1	Ramp 2	Ramp 3	Ramp 4	Ramp 5	Priority (A, B, C or X)
g) If there is a lip at the bottom of the ramp, is it no greater than 13 mm high and bevelled between the surfaces?						A
3.5 Ramp Edges a) Is there a curb that extends at least 75 mm above the surface of the ramp? b) Does the ramp surface extend at least 305 mm past the handrails on at least one side of the ramp?						A
3.6 Length of Ramp Runs (Select one) a) Is the length of the ramp less than or equal to 9000 mm? b) If the ramp is greater than 9000mm, is there a landing?						B
3.7 Landings <i>For the top landing...</i> a) Is there a clear, flat space of at least 1670 mm long? b) Is there a clear, flat space at least as wide as the ramp but not less than 1670 mm? c) Is this landing smooth and flat? <i>For the bottom landing...</i> d) Is there a clear, flat space of at least 1830 mm in length?						A

FOR ALL INTERIOR RAMPS IN THE BUILDING	Ramp 1	Ramp 2	Ramp 3	Ramp 4	Ramp 5	Priority (A, B, C or X)
<p>e) Is there a clear, flat space at least as wide as the ramp but not less than 1670 mm?</p> <p>f) Is this landing smooth and flat?</p> <p><i>For straight ramps...</i></p> <p>g) Are there intermediate landings at intervals of not more than 9 m in length?</p> <p>h) Is the intermediate landing at least 1670 mm in length and as wide as the ramp?</p> <p>i) Is this landing smooth and flat?</p> <p><i>For ramps that change direction...</i></p> <p>j) Is the intermediate landing at least 1830 mm in length and as wide as the ramp?</p> <p>k) Is this landing smooth and flat?</p>						A
<p>3.8 Handrails*</p> <p>a) Are handrails present?</p> <p>b) Are there handrails on both sides of the ramp?</p>						a) A b) A

FOR ALL INTERIOR RAMPS IN THE BUILDING	Ramp 1	Ramp 2	Ramp 3	Ramp 4	Ramp 5	Priority (A, B, C or X)
<p>c) Are handrails circular in cross-section with outside diameter between 32 mm and 38 mm in width or any non-circular shape with a graspable portion that has a perimeter not less than 100 mm and not more than 155 mm and whose largest cross-sectional dimension is not more than 57 mm?*</p> <p>d) Is the handrail at least 40 mm from any other adjacent vertical surface?* (e.g. wall)</p> <p>e) Are the handrails smooth?</p> <p>f) Are the handrails firmly mounted?</p> <p>g) Are the handrails rounded at both ends?</p> <p>h) Are the handrails constructed such that it will withstand a non-concurrent application of a concentrated load not less than 0.9kN applied at any point and in any direction and a uniform load not less than 0.7kN/m applied in any direction to the handrail?</p> <p>i) Is the handrail mounted at a height between 865 mm and 965 mm above the ramp surface?</p>						<p>c) B</p> <p>d) B</p> <p>e) A</p> <p>f) A</p> <p>g) B</p> <p>h) A</p> <p>i) B</p>

FOR ALL INTERIOR RAMPS IN THE BUILDING	Ramp 1	Ramp 2	Ramp 3	Ramp 4	Ramp 5	Priority (A, B, C or X)
j) Is the handrail continuous along the length of the ramp? k) Does the handrail extend at least 305 mm parallel to the top and bottom of the ramp? l) If handrails are recessed into an adjacent surface, is the recess at least 460 mm high from the top edge of the handrail?*\br/> m) Is the handrail continuously parallel with the ramp?						j) A k) A l) B m) B
3.9 Guard Is a wall or a guard present on both sides of the ramp? <i>If a guard is present...</i> a) Is it not less than 1070 mm from the ramp surface?						A
3.10 Lighting Is the ramp minimally illuminated to 200 lux?						A
3.11 Signage a) Are there signs on non-accessible pathways to indicate the location of ramps? b) Does the sign have the International Symbol of Accessibility?						a) A b) B

USABILITY SUMMARY: INTERIOR RAMPS

Which elements need to be changed?

Element	Recommended Change	Priority

4. INTERIOR STAIRWAYS (MULTIPLE LEVEL)

Total Number of Stairways _____

Please document the actual measurements for each item (regardless of whether it meets the requirement or not)

FOR ALL INTERIOR STAIRWAYS	Stairway 1	Stairway 2	Stairway 3	Stairway 4	Stairway 5	Priority (A, B, C or X)
4.1 Location Is the stairway enclosed and off the path of travel so it is not an obstacle for people with limited or no vision?						A
4.2 Indicator Striping a) Do the stairs have indicator striping at the top and bottom steps? b) Is the striping 50 mm wide? c) Does the colour of the indicator striping contrast with the tread colour on the nosing of every tread? Y/N d) Is the stripe flush with the tread surface? e) Are there visually and tactilely detectable warning surfaces at the top of the stairs f) Do the warning surfaces extend 920 mm from the stairs?						A
4.3 Treads* a) Are the treads at least 280 mm deep from the edge of the step? b) Are the tread surfaces made of a slip-resistant material (e.g. rubber)?						A

FOR ALL INTERIOR STAIRWAYS	Stairway 1	Stairway 2	Stairway 3	Stairway 4	Stairway 5	Priority (A, B, C or X)
c) Are the treads colour contrasted from risers? d) Are patterns used for treads visually uncluttered?						A
4.4 Risers a) Are the heights of each riser between 125 mm and 180 mm? b) Are the risers solid without any openings of any kind?						A
4.5 Nosings a) Do nosings project less than 38 mm? b) Are nosings angled greater than 60° to the horizontal? c) Do nosings have a flushed, angled or rounded edge? d) Do nosings have contrasting colours and textures? e) Are nosings slips resistant? f) Are nosings minimally illuminated to 200 lux?						A
4.6 Handrails* a) Are handrails present? b) Are there handrails on both sides of the stair?						a) A b) A

<p>c) Are handrails circular in cross-section with outside diameter between 32 mm and 38 mm in width or any non-circular shape with a graspable portion that has a perimeter not less than 100 mm and not more than 155 mm and whose largest cross-sectional dimension is not more than 57 mm?*</p> <p>d) Is the handrail at least 40 mm from any other adjacent vertical surface?* (e.g. wall)</p> <p>e) Are the handrails smooth?</p> <p>f) Are the handrails firmly mounted?</p> <p>g) Are the handrails rounded at both ends?</p> <p>h) Are the handrails constructed such that it will withstand a non-concurrent application of a concentrated load not less than 0.9kN applied at any point and in any direction and a uniform load not less than 0.7kN/m applied in any direction to the handrail?</p> <p>i) Is the handrail mounted at a height between 865 mm and 965 mm above the stair surface?</p> <p>j) Is the handrail continuous along the length of the staircase?</p> <p>k) Does the handrail extend at</p>						<p>c) B</p> <p>d) B</p> <p>e) A</p> <p>f) A</p> <p>g) B</p> <p>h) A</p> <p>i) B</p> <p>j) A</p> <p>k) A</p> <p>l) B</p> <p>m) B</p>
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<p>least 305 mm parallel to the top and bottom of the stair?</p> <p>l) If handrails are recessed into an adjacent surface, is the recess at least 460 mm high from the top edge of the handrail?*</p> <p>m) Is the handrail continuously parallel with the stair?</p>						
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USABILITY SUMMARY: INTERIOR STAIRWAYS

Which elements need to be changed?

Element	Recommended Change	Priority

5. INTERIOR STAIRWAYS (MULTIPLE LEVEL)

Total Number of Elevators _____

Please document the actual measurements for each item (regardless of whether it meets the requirement or not)

FOR ALL ELEVATORS IN THE BUILDING	Elevator 1	Elevator 2	Elevator 3	Elevator 4	Elevator 5	Priority (A, B, C or X)
<p>5.1 Elevator Lobby</p> <p>a) Is there a clear floor space of at least 1525 mm by 1525 mm in front of the elevator door?</p> <p>b) Is there an audible signal to indicate direction of travel?</p>						Primary pathways should have accessible elevators, but elevators are costly to revise, therefore priority will range from B to C to X
<p>5.2 Elevator Car</p> <p>a) Is there a clear space within the elevator that is at least 2250 mm by 2250 mm?</p> <p>b) If the elevator is less than 1500 mm in any direction, is there an angled mirror above a height of 2000 mm on the wall opposite the door to assist persons who use wheelchairs to back out?</p>						B, C or X
<p>5.3 Entrance</p> <p>a) Is the elevator entrance at least 915 mm wide when fully open?</p> <p>b) Is the finish of the elevator door glare free?</p> <p>c) Is the elevator door colour contrasted?</p>						B, C or X

FOR ALL ELEVATORS IN THE BUILDING	Elevator 1	Elevator 2	Elevator 3	Elevator 4	Elevator 5	Priority (A, B, C or X)
<p>5.4 Handrails</p> <p>a) Is there at least one handrail provided in the elevator car?</p> <p>b) Is the top surface of the handrail between 865 mm and 965 mm above the floor?</p> <p>c) Is the inner surface of the handrail at least 38 mm from the wall?</p> <p>d) Is the handrail colour contrasted?</p>						A
<p>5.5 Controls*</p> <p>a) Are all controls between 380 mm and 1200 mm above the floor?*</p> <p>b) Are the controls operable with a closed hand?</p> <p>c) Are all emergency controls grouped at the bottom of the panel?</p> <p>d) Are emergency controls colour contrasted?</p> <p>e) Are button numerals colour contrasted?</p> <p>f) Are button numerals 16mm high?</p> <p>g) Are button numerals raised 0.75 mm?</p> <p>h) Are button numerals repeated in Braille and located underneath the number?</p>						A

FOR ALL ELEVATORS IN THE BUILDING	Elevator 1	Elevator 2	Elevator 3	Elevator 4	Elevator 5	Priority (A, B, C or X)
<p>5.6 Emergency Communication</p> <p>a) Is the communication system located between 380 mm and 1200 mm above the floor?</p> <p>b) If a corded handset is used, is the cord at least 1000 mm long, measured from the body of the phone to where it enters the handset?</p> <p>c) If the system is in a compartment, can the compartment be opened with a closed hand?</p> <p>d) Is there a volume control?</p> <p>e) Is there an audible and/or visual confirmation that the call is being received?</p>						A
<p>5.7 Call Button Position</p> <p>a) Is the call button between 380 mm and 1200 mm above the floor?</p> <p>b) Is the call button operable with a closed hand?</p> <p>c) Is there a clear space of at least 1525 mm by 1525 mm in front of the call button?</p> <p>d) Is the button colour contrasted?</p> <p>e) Is the button greater than 20 mm wide?</p> <p>f) Is there tactile and/or Braille information?</p>						A (except (c) which is B, C, or X)

FOR ALL ELEVATORS IN THE BUILDING	Elevator 1	Elevator 2	Elevator 3	Elevator 4	Elevator 5	Priority (A, B, C or X)
5.8 Floor Levelling a) Does the elevator car come to a rest within 13 mm above or below the floor at each level? b) Is the open gap between the elevator car and floor no greater than 32 mm? c) Is the flooring slip resistant? d) Is the flooring colour contrasted?						A
5.9 Duration of Door Open Do the elevator doors remain fully open for at least 8 seconds before closing?						A
5.10 Door Sensors Are there re-opening sensors at 125 mm and 725 mm above floor level?						A
5.11 Maintenance Is contact information posted for maintenance in case the door is malfunctioning?						A
5.12 Floor Numbering a) Is the sign placed on both sides of the door jamb? b) Is it placed 1350 mm from the floor? c) Is it colour contrasted? d) Is the numbering raised by 0.75 mm? e) Is the numbering at least 50 mm high?						B

FOR ALL ELEVATORS IN THE BUILDING	Elevator 1	Elevator 2	Elevator 3	Elevator 4	Elevator 5	Priority (A, B, C or X)
f) Is the numbering repeated in Braille to the left of the number? g) Is there an audible signal to indicate the floor at which the elevator has stopped?						B
5.13 Lighting Is the elevator lobby and car minimally illuminated to 100 lux?						A
5.14 Signage If the elevator is accessible, is there an International Symbol of Accessibility?						B

USABILITY SUMMARY: ELEVATORS

Which elements need to be changed?

Element	Recommended Change	Priority

6. WHEELCHAIR LIFTS (MULTIPLE LEVELS)

Total Number of Wheelchair Lifts _____

Please document the actual measurements for each item (regardless of whether it meets the requirement or not)

FOR ALL WHEELCHAIR LIFTS IN THE BUILDING	Lift 1	Lift 2	Lift 3	Lift 4	Lift 5	Priority (A, B, C or X)
6.1 Weight Capacity Is there a label specifying that the maximum weight capacity is at least 181.6 kg (400 pounds)?						A
6.2 Platform a) Is the lift platform at least 1525 mm by 1525 mm? b) Is the platform enclosed by a gate at least 1065 mm?						a) B b) A
6.3 Operating Controls a) Are the operating controls constant-pressure so that the lift will stop operation if they are released? b) Can the controls be operated with a closed hand?						A
6.4 Call-Send Controls a) Is the call button between 380 mm and 1200 mm above the floor? b) Is the call button operable with a closed hand? c) Is there a clear space of at least 1525 mm by 1525 mm in front of the call button? d) Is there a call-send control available at each landing?						a) A b) A c) B d) A

FOR ALL WHEELCHAIR LIFTS IN THE BUILDING	Lift 1	Lift 2	Lift 3	Lift 4	Lift 5	Priority (A, B, C or X)
6.5 Bystander Safety a) Is there an audible warning signal when the lift is being used? b) Is there a visual warning signal when the lift is being used? c) Are there hash line marks on the floor at the base of the lift? d) Is there a gate at the top landing? i) Does the gate swing away from the lift? e) Is the height of the gate at least 1065 mm?						A
6.6 Landing Size a) For the top landing, is there a clear space of at least 1525 mm by 1525 mm? b) For the bottom landing, is there a clear space of at least 1525 mm by 1525 mm?						B
6.7 Lift Use Does the lift not rise greater than 2400 mm vertically?						A

USABILITY SUMMARY: WHEELCHAIR LIFTS

Which elements need to be changed?

Element	Recommended Change	Priority

8. REFUGE/RESCUE AREAS

Total Number of Refuge/Rescue Areas _____

Please document the actual measurements for each item (regardless of whether it meets the requirement or not)

REFUGE/RESCUE AREAS	Area 1	Area 2	Area 3	Area 4	Area 5	Priority (A, B, C or X)
8.1 Signage a) Is there signage directing users to areas of refuge/rescue? b) Is the area of refuge/rescue identified by a sign? c) Does the sign contain the International Symbol of Access?						A
8.2 Clear Space Is there a minimum floor space of 1700 mm x 2740 mm per 400 occupants?						A
8.3 Fire separation Is there a fire-resistant barrier to separate the refuge/rescue area?						A
8.4 Access Is the area served by a fire-fighter accessible exit (e.g. stairs)?						A
8.5 Communications a) Is there a 2-way voice communication system available? b) Is the communication system mounted not less than 900 mm and not more than 1200 mm from the floor?						A

USABILITY SUMMARY: REFUGE/RESCUE AREAS

Which elements need to be changed?

Element	Recommended Change	Priority

Category 3: Accessibility and Mobility Within Lecture Halls (Classrooms and Auditoriums)

Section 1: Accessibility of Classrooms
Section 2: Accessibility of Auditoriums
Section 3: Lecture Hall Acoustics

1. ACCESSIBILITY OF CLASSROOMS

Total Number of Classrooms _____

Please document the actual measurements for each item (regardless of whether it meets the requirements or not)

CLASSROOMS	Classroom 1	Classroom 2	Classroom 3	Classroom 4	Classroom 5	Priority (A, B, C or X)
CLASSROOM CONFIGURATION						
1.1 Manoeuvring Space <i>Is there a clear floor space of at least 1525 mm by 1525 mm in front of:</i> a) the teacher's desk? b) each chalkboard						B
1.2 Number of Seats a) Are there International Signs of Accessibility to designate the location of accessible seating areas? b) For the following number of fixed seats in the assembly area, is there the respective minimum number of spaces designated for wheelchair users? a. Up to 100 seats, have 2 wheelchair spaces? b. Up to 200 seats, have 3 wheelchair spaces? c. Up to 300 seats, have 4 wheelchair spaces? d. Up to 400 seats, have 5 wheelchair spaces? e. Up to 600 seats, have 6 wheelchair spaces?						a) A b) A

CLASSROOMS	Classroom 1	Classroom 2	Classroom 3	Classroom 4	Classroom 5	Priority (A, B, C or X)
CLASSROOM CONFIGURATION						
f. Over 600 seats, have a minimum of 1% of seats to be wheelchair accessible?						
1.3 Seating Arrangement a) Are all seats, desks and tables separate units? b) Can all seats be moved? c) Can all desks/tables be moved? d) Are there at least two accessible spaces side by side? e) Are all accessible seating areas located adjoining a barrier-free path of travel? f) Are accessible seating areas designed as part of the seating plan, to provide a choice of viewing location and clear view of the event taking place?						a) C b) C c) C d) B e) A f) B
1.4 Chairs a) Can the seat to floor height of the chair be adjusted? <i>For non-adjustable chairs...</i> b) Is the top of the seat pan at least 350 mm above the floor?						B

CLASSROOMS	Classroom 1	Classroom 2	Classroom 3	Classroom 4	Classroom 5	Priority (A, B, C or X)
CLASSROOM CONFIGURATION						
<p>1.5 Desk/Table and Chair Units</p> <p>a) Can the height of the desk/table be adjusted?</p> <p>b) Can the seat to floor height of the chair be adjusted?</p> <p>c) Is the work surface of the desk/table between 710 mm and 865 mm above the floor?</p> <p><i>For non-adjustable units...</i></p> <p>d) Is there a clear space of at least 685 mm from the floor to the underside of the desk/table?</p> <p>e) Is there a clear space under the table of at least 485 mm deep?</p> <p>f) Is the space between the two front legs of the desk/table at least 760 mm wide?</p> <p>g) Is there a space of not less than 900 mm wide and 1525 mm long to permit a wheelchair to enter from a side approach or 1220 mm long to permit a wheelchair to enter from the front or rear of the space?</p>						B

CLASSROOMS	Classroom 1	Classroom 2	Classroom 3	Classroom 4	Classroom 5	Priority (A, B, C or X)
CLASSROOM CONFIGURATION						
1.6 Control, Switches and Outlets a) Is there at least 1525 mm by 1525 mm of clear floor space below the switch, control, or outlets? b) Are all the uppermost controls, switches and outlets between 380 mm and 1200 mm above the floor? c) Are controls and switches operable with a closed hand?						a) A b) B c) B
1.7 Pencil Sharpeners a) Is the topmost surface of the pencil sharpener located between 900 mm and 1000 mm above the floor? b) If the pencil sharpener is on a table, is the pencil sharpener on the edge of the table?						C
1.8 Chalkboard a) Is the bottom edge of the chalkboard no greater than 610 mm above the floor? b) Does the chalkboard ledge protrude no greater than 100 mm from the wall?						a) B b) A

CLASSROOMS	Classroom 1	Classroom 2	Classroom 3	Classroom 4	Classroom 5	Priority (A, B, C or X)
CLASSROOM CONFIGURATION						
c) If there are fixed objects below the chalkboard, do they protrude less than 100 mm?						c) A
1.9 Bookshelves Are books stored on shelves between 380 mm and 1200 mm above the floor?						B
1.10 Supplies a) Are all supplies located between 380 mm and 1200 mm above the floor? b) If supplies are stored in covered containers, can they be opened with a closed hand?						B
1.11 Walk-in Closets, Cabinets, Built-in Shelving a) If the unit is a “walk-in” style storage closet, is there at least 1525 mm by 1525 mm of clear space in the closet? b) Are the storage shelves and cabinets positioned between 380 mm and 1200 mm above the floor?						B
1.12 Floor Levels a) Is the classroom free from steps or elevated platforms?						A

CLASSROOM RAMP	Ramp 1	Ramp 2	Ramp 3	Ramp 4	Ramp 5	Priority (A, B, C or X)
b) If no, is there a ramp present? c) If no, is an alternative barrier-free pathway to the other levels available?						A
1.13 Slope* Is the slope of the ramp shallower (less) than or equal to a 1:12 ratio?						A
1.14 Cross Slope Is the cross slope of the ramp shallower (less) than, or equal to a 1:50 ratio?						A
1.15 Width (select one) a) If there are less than 300 students, is the ramp at least 1120 mm wide? b) If there are more than 300 students, is the ramp at least 1525 mm wide?						A
1.16 Ramp Surface a) Is the ramp surface textured? b) Is the surface colour contrasted? c) Is the ramp surface glare-free? d) Is the surface firm and stable? e) Is the surface slip resistant? f) Are there contrasting colour strips at the top, bottom and any landings of the ramp?						A

CLASSROOM RAMP	Ramp 1	Ramp 2	Ramp 3	Ramp 4	Ramp 5	Priority (A, B, C or X)
g) If there is a lip at the bottom of the ramp, is it no greater than 13 mm high and bevelled between the surfaces?						A
1.17 Ramp Edges a) Is there a curb that extends at least 75 mm above the surface of the ramp? b) Does the ramp surface extend at least 305 mm past the handrails on at least one side of the ramp?						A
1.18 Length of Ramp Runs (Select one) a) Is the length of the ramp less than or equal to 9000 mm? b) If the ramp is greater than 9000 mm, is there a landing?						B
1.19 Landings <i>For the top landing...</i> a) Is there a clear, flat space of at least 1670 mm long? b) Is there a clear, flat space at least as wide as the ramp but not less than 1670 mm? c) Is this landing smooth and flat? <i>For the bottom landing...</i> d) Is there a clear, flat space of at least 1830 mm in length?						A

CLASSROOM RAMP	Ramp 1	Ramp 2	Ramp 3	Ramp 4	Ramp 5	Priority (A, B, C or X)
e) Is there a clear, flat space at least as wide as the ramp but not less than 1670 mm? f) Is this landing smooth and flat? <i>For straight ramps...</i> g) Are there intermediate landings at intervals of not more than 9 m in length? h) Is the intermediate landing at least 1670 mm in length and as wide as the ramp? i) Is this landing smooth and flat? <i>For ramps that change direction...</i> j) Is the intermediate landing at least 1830 mm in length and as wide as the ramp? k) Is this landing smooth and flat?						A
1.20 Lighting Is the classroom minimally illuminated to 100 lux?						A
1.21 Signage a) Are there signs on non-accessible pathways to indicate the location of ramps? b) Does the sign have the International Symbol of Accessibility?						a) A b) B

USABILITY SUMMARY: ACCESSIBILITY OF CLASSROOMS

Which elements need to be changed?

Element	Recommended Change	Priority

2. ACCESSIBILITY OF AUDITORIUM

Total Number of Auditorium(s) _____

Please document the actual measurements for each item (regardless of whether it meets the requirements or not)

AUDITORIUM	Area 1	Area 2	Area 3	Area 4	Area 5	Priority (A, B, C or X)
<p>2.1 Entrance</p> <p>a) Is the route from the hallway into the auditorium free from steps?</p> <p><i>If there are steps along this route...</i></p> <p>b) Is there also a ramp present?</p>						A
VIEWING AREA						
<p>2.2 Number of Seats</p> <p>a) Are there International Signs of Accessibility to designate the location of specific seating areas?</p> <p><i>The number of designated accessible seats is dependent upon the number of total seating:</i></p> <p><i>If there are:</i></p> <p>b) 1-50 seats, is there at least 1 space designated for wheelchair users?</p> <p>c) 51-300 seats, are there at least 4 spaces designated for wheelchair users?</p> <p>d) 301+ seats, are there at least 6 spaces designated for wheelchair users?</p>						B

AUDITORIUM	Area 1	Area 2	Area 3	Area 4	Area 5	Priority (A, B, C or X)
VIEWING AREA						
<p>2.3 Seating Levels* <i>If there are various seating levels...</i></p> <p>a) Are there designated accessible seats on every level?</p> <p>b) Is the route from the auditorium entrance to the designated seating free from steps?</p> <p>c) Is the route from the auditorium entrance to the designated seating area at least 1200 mm wide?</p>						B
<p>2.4 Locations* Is the designated accessible seating in more than one location in the auditorium?</p>						B
<p>2.5 Clear Space <i>For all spaces designated as accessible seating...</i></p> <p>a) Does this space measure at least 1525 mm by 1525 mm?</p> <p>b) Is there a companion seat located directly beside each space?</p>						B
<p>2.6 Other Seating</p> <p>a) Are there at least 2 seats in the auditorium, which have at least 610 mm of leg clearance?</p>						B

AUDITORIUM	Area 1	Area 2	Area 3	Area 4	Area 5	Priority (A, B, C or X)
VIEWING AREA						
b) Are there at least 2 seats in the auditorium, which have removable or folding or no armrests on the aisle side?						B
<p>2.7 Routes <i>For the route to the performing area...</i></p> <p>a) Is there a clear route from the backstage to the performing area at least 1200 mm wide? i) Is this route free from steps?</p> <p>b) Is there a clear route from the dressing room to the backstage at least 1200 mm wide? a. Is this route free from steps?</p> <p>c) Is there a clear route from the performing area to the seating area? i) Is this route free from steps?</p>						B

USABILITY SUMMARY: AUDITORIUM

Which elements need to be changed?

Element	Recommended Change	Priority

3. LECTURE HALL ACOUSTICS

Total Number of Lecture Halls _____

Please document the actual measurements for each item (regardless of whether it meets the requirements or not)

LECTURE HALL	Lecture Hall 1	Lecture Hall 2	Lecture Hall 3	Lecture Hall 4	Lecture Hall 5	Priority (A, B, C or X)
LECTURE HALL ACOUSTICS						
2.1 Microphone System Is a microphone system available?						B
2.2 Assistive Listening Devices (ALD) <i>For classrooms that can accommodate more than 50 people or is greater than 100 sq. m:</i> Is the classroom equipped with ALD, such as induction loop, FM or infrared wireless audible technology?						C
2.3 Signage Is signage installed at entrances to notify patrons of available ALD system?						C
2.4 Induction Loops a) Are audio signals audible and free of static? b) Does it encompass at least 50% of seats?						C

LECTURE HALL	Lecture Hall 1	Lecture Hall 2	Lecture Hall 3	Lecture Hall 4	Lecture Hall 5	Priority (A, B, C or X)
c) If it only services a limited area, are these seats located within 15 m of viewing distance of stage?						
2.5 Infrared Audio System Are seats free from overhanging incandescent lights that would interfere with infrared signals?						C
2.6 FM radio and other ALD Are portable headsets compatible with patrons' hearing aids?						C
2.7 Background Noise* a) Is background noise (e.g. ventilation) minimized? (less than 35 dB) b) Is the signal-to-noise ratio at least 15 dB?						A

USABILITY SUMMARY: LECTURE HALL ACOUSTICS

Which elements need to be changed?

Element	Recommended Change	Priority

Category 4: Accessibility and Mobility within Common Rooms

Section 1: Cafeteria

Section 2: Libraries

Section 3: Locker Rooms and Showers

Section 4: Swimming Pool

Section 5: Gymnasium

Section 6: Auditorium

1. CAFETERIAS*

Total Number of Cafeteria(s) _____

Please document the actual measurements for each item (regardless of whether it meets the requirements or not)

CAFETERIA	Cafeteria 1	Cafeteria 2	Cafeteria 3	Cafeteria 4	Cafeteria 5	Priority (A, B, C or X)
GENERAL CAFETERIA FEATURES						
<p>1.1 Serving Line*</p> <p>a) Is the serving line at least 1200 mm wide?</p> <p>b) At the beginning of the serving line, is there a clear space of at least 1525 mm by 1525 mm?</p> <p>c) At the end of the serving line, is there a clear space of at least 1525 mm by 1525 mm?</p> <p><i>For serving line lengths greater than 6000 mm...</i></p> <p>d) Is there a clear space of at least 1525 mm by 1525 mm every 6000 mm within the serving line?</p>						B
<p>1.2 Tray Slide*</p> <p>a) Is the height from the top surface of the tray slide no greater than 865 mm above the floor?*</p> <p>b) Is the tray slide width no greater than 485 mm?</p>						B

CAFETERIA	Cafeteria 1	Cafeteria 2	Cafeteria 3	Cafeteria 4	Cafeteria 5	Priority (A, B, C or X)
GENERAL CAFETERIA FEATURES						
<p>1.3 Service/Cashier Counter Height*</p> <p>a) Are all counters no greater than 850 mm above the floor?</p> <p>b) Is there a space under the counter?</p> <p><i>If there is a space under the counter...</i></p> <p>c) Is the underside of the counter at least 685 mm above the floor?</p> <p>d) Is there a clear knee space that is at least 485 mm deep?</p>						B
<p>1.4 Food/Beverage Cases</p> <p>a) Are shelves between 380 mm and 1200 mm above the floor?</p> <p>b) Is the back of the shelves no greater than 500 mm from the front edge of the tray slide?</p> <p>c) Can the case be operated with a closed hand?</p> <p>d) Are there large print labels to identify the contents?</p> <p>e) Are there raised or Braille labels to identify the contents?</p>						B

CAFETERIA	Cafeteria 1	Cafeteria 2	Cafeteria 3	Cafeteria 4	Cafeteria 5	Priority (A, B, C or X)
GENERAL CAFETERIA FEATURES						
1.5 Condiments/Utensils Area a) Is the counter height between 380 mm and 1200 mm above the floor? b) Is there a space under the counter? <i>If there is a space under the counter...</i> c) Is the underside of the counter at least 685 mm above the floor? d) Is there a clear knee space that is at least 485 mm deep?						B
1.6 Menu a) Is the menu printed in large letters? b) If the menu is behind a counter, is it repeated and posted at a location that is approachable? c) Does the approachable menu contain raised letters or Braille?						B
1.7 Seating Arrangement a) Are all seats, desks and tables separate units? b) Can all seats be moved? c) Can all desks/tables be moved?						a) C b) C c) C

CAFETERIA	Cafeteria 1	Cafeteria 2	Cafeteria 3	Cafeteria 4	Cafeteria 5	Priority (A, B, C or X)
GENERAL CAFETERIA FEATURES						
<p>d) Are there signs at the entrance to indicate the accessible seating area(s)?</p> <p>e) For the following number of fixed seats in the dining area, is there the respective minimum number of spaces designated for wheelchair users?</p> <ul style="list-style-type: none"> i. Up to 100 seats, have 2 wheelchair spaces? ii. Up to 200 seats, have 3 wheelchair spaces? iii. Up to 300 seats, have 4 wheelchair spaces? iv. Up to 400 seats, have 5 wheelchair spaces? v. Up to 600 seats, have 6 wheelchair spaces? vi. Over 600 seats, have a minimum of 1% of seats to be wheelchair accessible? <p>f) Are there at least two accessible spaces side by side?</p> <p>g) Are all accessible seating areas located adjoining a barrier-free path of travel?</p>						<p>d) B</p> <p>e) A</p> <p>f) A</p> <p>g) A</p>

CAFETERIA	Cafeteria 1	Cafeteria 2	Cafeteria 3	Cafeteria 4	Cafeteria 5	Priority (A, B, C or X)
GENERAL CAFETERIA FEATURES						
h) Are accessible seating areas designed as part of the seating plan, to provide a choice of viewing location and clear view of the event taking place?						h) B
1.8 Chairs a) Can the seat to floor height of the chair be adjusted? <i>For non-adjustable chairs...</i> b) Is the top of the seat pan at least 350 mm above the floor?						B
1.9 Desk/Table and Chair Units a) Can the height of the desk/table be adjusted? b) Can the seat to floor height of the chair be adjusted? c) Is the table surface between 710 mm and 865 mm above the floor? <i>For non-adjustable units...</i> d) Is there a clear space of at least 685 mm from the floor to the underside of the table? e) Is there a clear space under the table of at least 485 mm deep?						B

CAFETERIA	Cafeteria 1	Cafeteria 2	Cafeteria 3	Cafeteria 4	Cafeteria 5	Priority (A, B, C or X)
f) Is the space between the two front legs of the desk/table at least 760 mm wide? g) Is there a space of not less than 900 mm wide and 1525 mm long to permit a wheelchair to enter from a side approach or 1220 mm long to permit a wheelchair to enter from the front or rear of the space?						
DINING AREA						
1.10 Route Between Fixed Seating a) Is each aisle between <i>fixed</i> seating at least 1065 mm wide? b) At both ends of the aisle, is there a clear space of at least 1525 mm but 1525 mm? <i>For aisle lengths greater than 6000 mm...</i> c) Is there a clear floor space of at least 1525 mm by 1525 mm every 6000 mm within the aisle?						B
VENDING MACHINES						
1.11 Clear Space Is there a clear space of at least 1525 mm by 1525 mm in front of the vending machine?						B

CAFETERIA	Cafeteria 1	Cafeteria 2	Cafeteria 3	Cafeteria 4	Cafeteria 5	Priority (A, B, C or X)
<p>1.12 Control Heights/Money Slot*</p> <p>a) Are all operating buttons between 380 mm and 1200 mm above the ground?</p> <p>b) Is the money slot between 380 mm and 1200 mm above the ground?</p> <p>c) Are labels in large print?</p> <p>d) Are controls raised or repeated in Braille?</p> <p>e) Are controls colour contrasted?</p>						B
<p>1.13 Food and Change Return Slots*</p> <p>a) Is the food access slot between 380 mm and 1200 mm above the floor?</p> <p>b) Is the change return slot between 380 mm and 1200 mm above the floor?</p>						B
<p>1.14 Lighting</p> <p>a) Is the vending unit minimally illuminated to 100 lux?</p> <p>b) Is the display area minimally illuminated to 100 lux?</p>						A

USABILITY SUMMARY: CAFETERIAS

Which elements need to be changed?

Element	Recommended Change	Priority

2. LIBRARIES/RESOURCE CENTRES

Total Number of Libraries _____

Please document the actual measurements for each item (regardless of whether it meets the requirements or not)

LIBRARY/RESOURCE CENTRES	Area 1	Area 2	Area 3	Area 4	Area 5	Priority (A, B, C or X)
2.1 Gate/Turnstiles a) If there is a security turnstile at the entrance and/or exit, is there also a gate? b) If there is a gate, is the pathway through the gate at least 850 mm wide? c) If there is a threshold at the controlled entrance/exit, is it less than 6 mm high? d) If no, are the edges of the threshold bevelled?						a) - b) B c) A d) A
2.2 Check-out Aisle* a) Is the check-out aisle at least 1200 mm wide? b) At the beginning of the aisle, is there a clear space of at least 1525 mm by 1525 mm? c) At the end of the aisle, is there a clear space between fixed objects of at least 1525 mm by 1525 mm?						B
2.3 Check-out Counter Are all counters no greater than 850 mm above the floor?						B
2.4 Knee Space a) Is there a space under the counter?						B

LIBRARY/RESOURCE CENTRES	Area 1	Area 2	Area 3	Area 4	Area 5	Priority (A, B, C or X)
<p><i>If there is a space under the counter...</i></p> <p>b) Is the underside of the counter at least 685 mm above the floor?</p> <p>c) Is there a clear knee space of at least 485 mm deep?</p> <p>Is there a clear knee space of at least 760 mm wide?</p>						
READING/STUDY AREAS						
<p>2.5 Route</p> <p>a) Is the route from the entrance to the reading/study area at least 1200 mm wide?</p> <p>b) Is this route free from fixed objects?</p> <p>c) If not, is there signage to indicate accessible study area(s)?</p>						B
<p>2.6 Seats and Tables</p> <p>a) Is there a clear space of at least 1525 mm by 1525 mm in front of each table?</p> <p>b) Can all seats be moved?</p> <p>c) Can all tables be moved?</p> <p>d) Can the height of the table be adjusted?</p> <p>e) Can the seat to floor height of the chairs be adjusted?</p>						B

LIBRARY/RESOURCE CENTRES	Area 1	Area 2	Area 3	Area 4	Area 5	Priority (A, B, C or X)
<p><i>For non-adjustable tables...</i></p> <p>f) Is there a clear space under the table at least 485 mm deep?</p> <p>g) Is the space between the two front legs of the table at least 760 mm wide? Is there a clear space of at least 685 mm from the floor to the underside of the table?</p> <p>h) Is the surface of the table between 710 mm and 865 mm above the floor?</p> <p><i>For non-adjustable seats...</i></p> <p>i) Is the bottom of the seat pan at least 350 mm above the floor?</p>						B
COMPUTER STATIONS						
<p>2.7 Route</p> <p>a) Is the route from the entrance to the computer area at least 1200 mm wide?</p> <p>b) Is this route free from fixed objects?</p> <p>c) If not, is there signage to indicate accessible computer station(s)?</p>						B

LIBRARY/RESOURCE CENTRES	Area 1	Area 2	Area 3	Area 4	Area 5	Priority (A, B, C or X)
<p><i>For non-adjustable workstations...</i></p> <p>a) Is the underside of the workstation at least 685 mm above the floor?</p> <p>b) Is there a clear knee space of at least 485 mm deep?</p> <p>c) Is there a clear knee space of at least 760 mm wide?</p> <p>d) Is the work surface of the workstation between 715 mm and 865 mm above the floor surface?</p>						B
<p>2.8 Computer Stations</p> <p>a) Can the height of the station be adjusted?</p> <p><i>For non-adjustable stations...</i></p> <p>b) Is the underside of the station at least 685 mm above the floor?</p> <p>c) Is there a clear knee space of at least 485 mm deep?</p> <p>d) Is there a clear knee space of at least 760 mm wide?</p> <p>e) Is the work surface of the station between 715 mm and 865 mm above the floor surface?</p>						B

LIBRARY/RESOURCE CENTRES	Area 1	Area 2	Area 3	Area 4	Area 5	Priority (A, B, C or X)
SHELVES						
<p>2.9 Shelves Organized in Rows</p> <p>a) Are aisles with open space at both ends between rows of shelves at least 1200 mm wide?</p> <p>b) Are aisles ending at a wall at least 1565 mm wide?</p> <p>c) Are all shelves holding materials located between 380 mm and 1200 mm above the floor?</p>						B
<p>2.10 All Other Shelves</p> <p>a) Is there a clear floor space of at least 1525 mm by 1525 mm in front of the shelves?</p> <p>b) Are all shelves holding materials located between 380 mm and 1200 mm above the floor?</p>						B

USABILITY SUMMARY: LIBRARIES/RESOURCE CENTRES

Which elements need to be changed?

Element	Recommended Change	Priority

3. LOCKER ROOMS AND SHOWERS

Total Number of Locker Room(s) _____

Please document the actual measurements for each item (regardless of whether it meets the requirements or not)

LOCKER ROOMS	Locker 1	Locker 2	Locker 3	Locker 4	Locker 5	Priority (A, B, C or X)
3.1 Route a) Is the route from the entrance to the locker area at least 1200 mm wide? b) Is the route from the locker area to the gym at least 1200 mm wide?						A
LOCKER AND CHANGE AREA						
3.2 Locker Feature a) Can the locker door be opened with a closed hand? b) Are the shelves of these lockers between 380 mm and 1220 mm above the floor? c) Is locker numberings colour contrasted? d) Are locker numberings raised or repeated in Braille?						A
3.3 Clear Space Is there a clear space of at least 1525 mm by 1525 mm in the change area?						B
3.4 Manoeuvring Space a) Is the route from the entrance to the benches at least 1200 mm wide?						B

LOCKER ROOMS	Locker 1	Locker 2	Locker 3	Locker 4	Locker 5	Priority (A, B, C or X)
LOCKER AND CHANGE AREA						
b) Is there a clear space of at least 1200 mm between the benches and the lockers? c) At the beginning of the bench, is there a clear space of at least 1525 mm by 1525 mm? d) At the end of the bench, is there a clear space of at least 1525 mm by 1525 mm?						
3.5 Bench Depth Is the bench at least 610 mm deep?						B
3.6 Bench Height Is the bench between 430 mm and 485 mm above the floor?						B
3.7 Clothing Hooks Are the coat hooks located between 900 mm and 1200 mm above the floor?						B
3.8 Mirror Height Is there at least one mirror mounted with its bottom edge no greater than 1000 mm above the floor OR is the mirror angled vertically?						B
SHOWER AREAS						
3.9 Shower Presence Is there at least one shower stall in each group of shower stalls to be barrier-free?						B

LOCKER ROOMS	Locker 1	Locker 2	Locker 3	Locker 4	Locker 5	Priority (A, B, C or X)
SHOWER AREAS						
3.10 Manoeuvring Space a) Is there a route from the locker area to the shower that is at least 1200 mm wide? b) Is the flooring surface textured?						B
3.11 Clear Space Is there a clear floor space of at least 1525 mm by 1525 mm in front barrier-free stall?						B
3.12 Entrance Is the entrance to the shower at least 915 mm in width?						B
3.13 Entry Lip/Threshold* <i>If an entry lip/threshold is present...</i> a) Is it 13 mm high or less? b) Is it bevelled? c) Is there a colour contrasted indicator strip along the entire width?						A
3.14 Floor Surface a) Is the floor surface in the shower textured? b) Is the floor slip resistant?						A
3.15 Stall dimensions a) Is the stall at least 1525 mm in wide? b) Is the stall at least 1525 mm in depth?						B

LOCKER ROOMS	Locker 1	Locker 2	Locker 3	Locker 4	Locker 5	Priority (A, B, C or X)
SHOWER AREAS						
<p>3.16 Seating Features</p> <p>a) Is there a folding or fixed seat provided in the shower?</p> <p> i. Is it on the wall opposite from the shower controls?</p> <p> ii. Is the seat to floor height between 430 mm and 485 mm?</p> <p> iii. Is the seat at least 610 mm deep?</p> <p> iv. Is the seat at least 450 mm wide?</p> <p> v. Is the seat colour contrasted?</p> <p> vi. Is the seat designed to carry a minimum load of 1.3kN?</p> <p>b) Is there signage to locate the accessible shower stall or seating feature?</p>						B except for (a.vi), which is A
<p>3.17 Water Controls</p> <p>a) Is the center of the water control mounted between 380 mm and 1200 mm above the floor?</p> <p>b) Can the water control be operated with a closed hand?</p> <p>c) Can the water controls be operated from a seated position?</p>						B except (f) which is A

LOCKER ROOMS	Locker 1	Locker 2	Locker 3	Locker 4	Locker 5	Priority (A, B, C or X)
SHOWER AREAS						
d) Do the controls have differing and contrasting colours? e) Do the controls have tactile information? f) Is it a pressure-equalizing or thermostatic mixing controller?						B except (f) which is A
3.18 Soap Dish/Dispenser <i>If a soap dish is present...</i> a) Is it located between 380 mm and 1200 mm above the floor? b) Is it colour contrasted? c) Is it recessed to avoid being an unmarked hazard? <i>If a soap dispenser is present...</i> d) Is it located between 380 mm and 1200 mm above the floor? e) Can the dispenser be operated with a closed hand? f) Is it colour contrasted?						B except (c) which is A
3.19 Grab Bars* <i>For horizontal grab bar...</i> a) Is a horizontal grab bar present? b) Is it at least 920 mm in length?						A

LOCKER ROOMS	Locker 1	Locker 2	Locker 3	Locker 4	Locker 5	Priority (A, B, C or X)
SHOWER AREAS						
<p>c) Is it mounted horizontally 850 mm above the floor?</p> <p>d) Is it located on the wall such that at least 300 mm of its length is reachable from one side of the seat?</p> <p><i>For vertical grab bar...</i></p> <p>e) Is a vertical grab bar present?</p> <p>f) Is it at least 760 mm in length?</p> <p>g) Is the lower edge mounted from 700 mm to 800 mm from the floor?</p> <p>h) Is it mounted 80 – 120 mm from the front edge of the shower stall?</p> <p><i>For all grab bars...</i></p> <p>i) Are they free of any sharp or abrasive element?</p> <p>j) Are they colour contrasted?</p> <p>k) Is the diameter of the grab bar between 32 and 38 mm?</p> <p>l) Is the clearance between the inside edge of the bar and the wall at least 38 mm?</p> <p>m) Does the grab bar have a slip-resistant surface?</p>						A

LOCKER ROOMS	Locker 1	Locker 2	Locker 3	Locker 4	Locker 5	Priority (A, B, C or X)
SHOWER AREAS						
n) Are they designed to resist a load of at least 1.3kN?						A
3.20 Hand-held Shower Head						B
a) Is there a hand held shower head?						
b) Does the shower head have at least 1525 mm of flexible hose?						
c) Can the shower head also be mounted back on the wall?						
d) Is the hand-held shower reachable from the seated position?						

USABILITY SUMMARY: LOCKER ROOMS AND SHOWERS

Which elements need to be changed?

Element	Recommended Change	Priority

4. SWIMMING POOL

Please document the actual measurements for each item (regardless of whether it meets the requirements or not)

SWIMMING POOL	Pool 1	Pool 2	Pool 3	Pool 4	Pool 5	Priority (A, B, C or X)
4.1 Water Depth Is the change in water depth clearly identified by either floating dividers, contrasting colour, a change in texture, or specific pavement markings?						A
4.2 Pool Perimeter a) Is the pool boundary defined by both colour and textural contrast? b) Does the floor have a firm and slip resistant finish? c) Is there drainage system around the pool deck to prevent slippery hazard? d) Are there pool depth markings? i) Is it colour contrasted? ii) Is it in large print?						A
4.3 Diving Boards a) Are there guardrails along the side to prevent it from being an unmarked hazard? b) Is there a handrail on the diving board? c) Is the starting block/step color contrasted?						A
4.4 Lifeguard Chair a) Is the chair colour contrasted?						A

SWIMMING POOL	Pool 1	Pool 2	Pool 3	Pool 4	Pool 5	Priority (A, B, C or X)
b) Is there guardrail around the chair?						
4.5 Entrance to Pool Area a) Is the route from the locker room to the pool area at least 1200 mm wide? b) Is the path along this route free from steps? c) Is the route from the locker rooms to the pool area free from the thresholds? <i>If thresholds are present...</i> d) Is the threshold no greater than 13 mm high? e) Is the threshold bevelled?						a) B b) B c) B d) A e) A
4.6 Pool Entry a) Is there a ramp entering the pool? <i>If Yes,</i> i) Is there a wheelchair provided for entering and exiting the pool? <i>If No,</i> b) Is a transfer lift available for wheelchair users to enter the pool? c) Are there stairs into the pool?						a) X i) A b) B c) B
FOR RAMP AND STAIR ENTRY						
4.7 Handrails* a) Are handrails present?						a) A

SWIMMING POOL	Pool 1	Pool 2	Pool 3	Pool 4	Pool 5	Priority (A, B, C or X)
FOR RAMP AND STAIR ENTRY						
<p>b) Are there handrails on both sides of the ramp?</p> <p>c) Are handrails circular in cross-section with outside diameter between 32 mm and 38 mm in width or any non-circular shape with a graspable portion that has a perimeter not less than 100 mm and not more than 155 mm and whose largest cross-sectional dimension is not more than 57 mm?*</p> <p>d) Is the handrail at least 40 mm from any other adjacent vertical surface?* (e.g. wall)</p> <p>e) Are the handrails smooth?</p> <p>f) Are the handrails firmly mounted?</p> <p>g) Are the handrails rounded at both ends?</p> <p>h) Are the handrails constructed such that it will withstand a non-concurrent application of a concentrated load not less than 0.9kN applied at any point and in any direction and a uniform load not less than 0.7kN/m applied in any direction to the handrail?</p>						<p>b) A</p> <p>c) B</p> <p>d) B</p> <p>e) A</p> <p>f) A</p> <p>g) B</p> <p>h) A</p>

SWIMMING POOL	Pool 1	Pool 2	Pool 3	Pool 4	Pool 5	Priority (A, B, C or X)
FOR RAMP AND STAIR ENTRY						
i) Is the handrail mounted at a height between 865 mm and 965 mm above the ramp surface? j) Is the handrail continuous along the length of the ramp? k) Does the handrail extend at least 305 mm parallel to the top and bottom of the ramp? l) If handrails are recessed into an adjacent surface, is the recess at least 460 mm high from the top edge of the handrail?* m) Is the handrail continuously parallel with the ramp?						i) B j) A k) A l) B m) B
FOR RAMP ENTRY ONLY						
4.8 Slope* Is the slope of the ramp shallower (less) than or equal to a 1:12 ratio?						A
4.9 Cross Slope Is the cross slope of the ramp shallower (less) than, or equal to a 1:50 ratio?						A
4.10 Width Is the ramp at least 915 mm wide?						A
4.11 Ramp Surface a) Is the ramp surface textured?						

SWIMMING POOL	Pool 1	Pool 2	Pool 3	Pool 4	Pool 5	Priority (A, B, C or X)
FOR RAMP ENTRY ONLY						
b) Is the surface colour contrasted? c) Is the ramp surface glare-free? d) Is the surface firm and stable? e) Is the surface slip resistant? f) Are there contrasting colour strips at the top, bottom and any landings of the ramp? g) If there is a lip at the bottom of the ramp, is it no greater than 13 mm high and bevelled between the surfaces?						A
4.12 Ramp Edges a) Is there a curb that extends at least 75 mm above the surface of the ramp? b) Does the ramp surface extend at least 305 mm past the handrails on at least one side of the ramp?						A
4.13 Landings <i>For the top landing...</i> a) Is there a clear, flat space of at least 1670 mm long? b) Is there a clear, flat space at least as wide as the ramp but not less than 1670 mm? c) Is this landing smooth and flat?						A

SWIMMING POOL	Pool 1	Pool 2	Pool 3	Pool 4	Pool 5	Priority (A, B, C or X)
FOR RAMP ENTRY ONLY						
<p><i>For the bottom landing...</i></p> <p>d) Is there a clear, flat space of at least 1830 mm in length?</p> <p>e) Is there a clear, flat space at least as wide as the ramp but not less than 1670 mm?</p> <p>f) Is this landing smooth and flat?</p> <p><i>For ramps that change direction...</i></p> <p>g) Is the intermediate landing at least 1830 mm in length and as wide as the ramp?</p> <p>h) Is this landing smooth and flat?</p>						A
FOR STAIR ENTRY						
<p>4.14 Indicator Striping</p> <p>a) Do the stairs have indicator striping at the top and bottom steps?</p> <p>b) Is the striping 50 mm wide?</p> <p>c) Does the colour of the indicator striping contrast with the tread colour on the nosing of every tread? Y/N</p> <p>d) Is the stripe flush with the tread surface?</p> <p>e) Are there visually and tactilely detectable warning surfaces at the top of the stairs</p>						A

SWIMMING POOL	Pool 1	Pool 2	Pool 3	Pool 4	Pool 5	Priority (A, B, C or X)
FOR STAIR ENTRY						
f) Do the warning surfaces extend 920 mm from the stairs?						
4.15 Treads* a) Are the treads at least 280 mm deep from the edge of the step? b) Are the tread surfaces made of a slip-resistant material (e.g. rubber)? c) Are the treads colour contrasted from risers? d) Are patterns used for treads visually uncluttered?						A
4.16 Risers a) Are the heights of each riser between 125 mm and 180 mm? b) Are the risers solid without any openings of any kind?						A
4.17 Nosings a) Do nosings project less than 38 mm? b) Are nosings angled greater than 60° to the horizontal? c) Do nosings have a flushed, angled or rounded edge? d) Do nosings have contrasting colours and textures? e) Are nosings slips resistant? f) Are nosings minimally illuminated to 200 lux?						A

USABILITY SUMMARY: SWIMMING POOL

Which elements need to be changed?

Element	Recommended Change	Priority

5. GYMNASIUM

Total Number of Areas _____

Please document the actual measurements for each item (regardless of whether it meets the requirements or not)

GYMANSIUMS	Gym 1	Gym 2	Gym 3	Gym 4	Gym 5	Priority (A, B, C or X)
<p>5.1 Entrance</p> <p>a) Is the route into the gymnasium free from steps?</p> <p><i>If there are steps present within this route...</i></p> <p>b) Is there a ramp present?</p>						A
<p>5.2 Access to Area</p> <p>a) Is there a clear route from the entrance to the viewing area at least 1200 mm wide?</p> <p style="padding-left: 20px;">i) Is this route free of steps?</p> <p><i>If steps are present...</i></p> <p>b) Is there a ramp to the viewing area?</p>						A
<p>5.3 Clear Space*</p> <p><i>For all spaces designated accessible seating...</i></p> <p>a) Does the space measure at least 1525 mm by 1525 mm?</p> <p>b) Is there a companion seat located directly beside each space?</p>						a) B b) C

USABILITY SUMMARY: GYMNASIUM

Which elements need to be changed?

Element	Recommended Change	Priority

Category 5: Accessibility to Activities of Daily Living

Section 1: Telephones

Section 2: Washrooms (Single User)

Section 3: Washrooms (Multiple Users)

Section 4: Water Fountains

1. TELEPHONES

Total Number of Telephones _____

Please document the actual measurements for each item (regardless of whether it meets the requirements or not)

FOR ALL TELEPHONES	Telephone 1	Telephone 2	Telephone 3	Telephone 4	Telephone 5	Priority (A, B, C or X)
<p>1.1 Clear Floor Space Is there a clear floor space of at least 1525 mm by 1525 mm in front of the telephone?</p>						A (a safety issue, for persons without cell phones)
<p>1.2 Knee Space <i>If there is a space under the telephone...</i> a) Is the underside of the telephone or counter at least 685 mm, but not more than 865 mm, from the floor? b) Is the knee space at least 760 mm wide? c) Do shelves or enclosures extend no more than 300 mm from the front surface of the telephone?</p>						A
<p>1.3 Cord Length Is the cord at least 1000 mm long, measured from the body of the phone to where it enters the handset?</p>						A
<p>1.4 Control a) Are all operable parts (e.g. dial pad and coin slot) of the telephone between 685 mm and 1200 mm from the ground?</p>						A

FOR ALL TELEPHONES	Telephone 1	Telephone 2	Telephone 3	Telephone 4	Telephone 5	Priority (A, B, C or X)
b) Are the controls colour contrasted? c) Are at least 25% of telephones (but not less than one) at each telephone bank location equipped with volume controls? <i>Is there at least one telephone at each bank of public telephones:</i> d) Equipped with amplifying technology compatible with hearing aids? e) Equipped with a telecommunication device for deaf (TDD)? f) Equipped with a handset capable of being placed face-up on a counter?						A
1.5 Counter space a) Is there a counter space to accommodate a TDD? b) Is the counter levelled with at least 250 mm wide by 350 mm deep of space? c) Is there no obstruction within 250 mm above the counter space? d) Is there an electrical outlet adjacent to the telephone to be used by the TDD?						A
1.6 Positioning a) Is the telephone recessed into an alcove?						A

FOR ALL TELEPHONES	Telephone 1	Telephone 2	Telephone 3	Telephone 4	Telephone 5	Priority (A, B, C or X)
b) If the telephone is not recessed, is there a guard rail to prevent it from being an unmarked obstacle?						
1.7 Lighting Is the telephone area minimally illuminated to 200 lux?						A
1.8 Signage a) Is directional signage present to indicate the location of: i) accessible telephones? ii) telephones with TDD? iii) telephones with amplifying technology compatible with hearing aids? b) For telephones equipped with amplifying technology compatible with hearing aids, is the International Symbol for Deafness presented?						A

USABILITY SUMMARY: TELEPHONES

Which elements need to be changed?

Element	Recommended Change	Priority

2. WASHROOMS (SINGLE USER)

Total Number of Washrooms _____

Please document the actual measurements for each item (regardless of whether it meets the requirements or not)

ACCESS TO WASHROOMS	Washroom 1	Washroom 2	Washroom 3	Washroom 4	Washroom 5	Priority (A, B, C or X)
<p>2.1 Presence</p> <p>a) Is there at least one single user accessible washroom in the building?</p> <p>b) Is this washroom designated unisex or family?</p> <p>c) If not designated unisex or family, is there at least one male and one female single user accessible washroom in the building?</p> <p>d) Is this washroom a reasonable distance from a non-accessible washroom (45 m)?</p> <p>e) Is this washroom located along a barrier-free path of travel?</p>						<p>a) C</p> <p>If there is a single user washroom:</p> <p>b) B</p> <p>c) A</p> <p>d) A</p> <p>e) A</p>
<p>2.2 Signage</p> <p>a) Are there directions located on the non-accessible washroom(s) to the accessible washroom?</p>						B
WASHROOM ENTRANCE DOOR (in addition to Category 2.2)						
<p>2.3 Door Access</p> <p>Can this washroom be accessed without a special key?</p>						A
<p>2.4 Width*</p> <p>Is the doorway at least 810 mm wide when in the open position?</p>						A

ACCESS TO WASHROOMS	Washroom 1	Washroom 2	Washroom 3	Washroom 4	Washroom 5	Priority (A, B, C or X)
WASHROOM ENTRANCE DOOR (in addition to Category 2.2)						
<p>2.5 Opening Doors</p> <p>a) If it is an outward swinging door, is an extra door pull not less than 140 mm long located on the inside so that its midpoint is not less than 200 mm and not more than 300 mm from the hinged side of the door?</p> <p>b) Is the mid-point of the handle(s) located between 900 mm and 1000 mm above the floor?</p>						B
<p>2.6 Clear Floor Space</p> <p>a) Is there a clear floor space of at least 2440 mm by 2440 mm within the washroom?</p> <p>b) In retrofit situation, is there a clear space of 2130 mm by 2130 mm within the washroom?</p>						A
<p>2.7 Door Locks</p> <p>a) Can the door lock be operated with a closed hand?</p> <p>b) Is the door lock height between 900 mm and 1000 mm above the floor?</p> <p>c) Is the door provided with spring-type or gravity hinges so that the door closes automatically?</p>						A

ACCESS TO WASHROOMS	Washroom 1	Washroom 2	Washroom 3	Washroom 4	Washroom 5	Priority (A, B, C or X)
WASHROOM ENTRANCE DOOR (in addition to Category 2.2)						
d) Is the door handle colour contrasted?						A
e) Is the door capable of being locked from the inside and released from the outside in case of emergency?						
TOILET BOWL CONFIGURATION						
2.8 Space Around the Toilet						A
a) Is there a clear space of at least 1220 mm between the front of the toilet and the nearest fixed object?						
b) Is the toilet bowl located such that its centreline is between 460 mm and 480 mm from an adjacent side wall on one side?						
c) Is there between 900 mm to 1020 mm of clear space on one side of the toilet?						
2.9 Seat						A
a) Is the toilet seat to floor height between 430 mm to 460 mm?						
b) Is it equipped with a back support where there is no seat lid or tank?						
c) Is the seat manually operated (i.e. not by a spring mechanism)?						

ACCESS TO WASHROOMS	Washroom 1	Washroom 2	Washroom 3	Washroom 4	Washroom 5	Priority (A, B, C or X)
<p>2.10 Flush Controls <i>If the flush control is not automatic...</i></p> <ul style="list-style-type: none"> a) Is the flush control no greater than 1200 mm above the floor? b) Is the control operable with a closed hand? c) Is the flush control on the transfer side of the toilet? d) Is the flush control colour contrasted? 						A
<p>2.11 Rear Grab Bars</p> <ul style="list-style-type: none"> a) Is a horizontal grab bar located on the wall behind the toilet? b) Is the horizontal grab bar at least 600 mm in length? c) Is the height from the top surface of the horizontal grab bar between 840 mm and 915 mm above the floor or if the toilet bowl has a water tank, be mounted 150 mm above the tank? d) Is the horizontal grab bar installed to resist a load of at least 1.3kN applied vertically or horizontally? e) Is the diameter of the grab bar between 32 mm and 38 mm? 						A

ACCESS TO WASHROOMS	Washroom 1	Washroom 2	Washroom 3	Washroom 4	Washroom 5	Priority (A, B, C or X)
f) Is the clearance between the inside edge of the bar and wall at least 38 mm?* g) Does the grab bar have a slip-resistant surface? h) Is the grab bar colour contrasted?						A
2.12 Side Grab Bars a) Is the side grab bar installed to resist a load of at least 1.3kN applied vertically or horizontally? b) Is the diameter of the grab bar between 32 mm and 38 mm? c) Is the clearance between the inside edge of the bar and wall at least 38 mm?* d) Does the grab bar have a slip-resistant surface? e) Is the grab bar colour contrasted? <i>If the grab bar is angled...</i> f) Is the bar at least 1065 mm in length?* g) Does the side grab bar extend at least 450 mm in front and 450 mm behind the front edge of the toilet? h) Is the side grab angled between 30° to 50° and sloping upwards, away from the toilet bowl?						A

ACCESS TO WASHROOMS	Washroom 1	Washroom 2	Washroom 3	Washroom 4	Washroom 5	Priority (A, B, C or X)
<p>i) Is the base of the grab bar mounted between 750 mm to 900 mm above the floor?</p> <p><i>If the grab bar is L-shaped...</i></p> <p>j) Is the horizontal component mounted between 750mm to 900 mm above the floor?</p> <p>k) Is the vertical component mounted between 150 mm to 250 mm in front of the toilet bowl?</p> <p>l) Are both the horizontal and vertical components 760 mm in length?</p>						A
<p>2.13 Toilet Paper Dispenser</p> <p>a) Is the bottom edge of the toilet paper dispenser between 600 mm and 1015 mm above the floor?</p> <p>b) Is the dispenser mounted beside the toilet on the closest wall?</p> <p>c) Is the dispenser within 300 mm from the front edge of the toilet?</p>						A
SINKS						
<p>2.14 Sink Height*</p> <p>a) Is the top of the sink rim no more than 840 mm above the floor?</p>						A

ACCESS TO WASHROOMS	Washroom 1	Washroom 2	Washroom 3	Washroom 4	Washroom 5	Priority (A, B, C or X)
SINKS						
b) Is the sink located so that the distance between the centreline of the lavatory and the side wall is not less than 460 mm?						A
2.15 Knee Space*						A
a) Is the underside of the sink basin or bottom edge of the counter at least 735 mm high at the front edge and 685 mm high at a point 205 mm back from the front edge?						
b) Is there a clear foot space of 230 mm high from a point 280 mm to 430 mm back from the front edge?						
c) Is there a clear knee space that is at least 485 mm deep?						
d) Is there a clear knee space that is at least 760 mm wide?						
2.16 Clear Floor Space Is there a clear floor space of at least 1525 mm by 1525 mm in front of the sink?						A
2.17 Controls						A
a) Are the faucets either hand-operated or automatic?						
b) If the faucets are not automatic, are they operable with a closed hand?						

ACCESS TO WASHROOMS	Washroom 1	Washroom 2	Washroom 3	Washroom 4	Washroom 5	Priority (A, B, C or X)
c) If self-closing valves are used, does water flow for at least 10 seconds? d) Is the space between the faucet controls and the front edge of the counter or sink rim less than 485 mm? e) Do hot/cold faucets have differing contrasting colours (e.g. blue / red, etc.)? f) Do hot/cold faucets have tactile information? g) Is the water supply temperature limited to a maximum of 43°C?						A
MISCELLANEOUS FEATURES						
2.18 Projections Are all miscellaneous objects outside the path of travel or protrude no more than 100 mm into the path?						A
2.19 Mirror a) Is there at least one mirror mounted with its bottom edge no greater than 1000 mm above the floor OR is the mirror angled vertically?						A
2.20 Toiletry Dispenser a) Is the money slot mounted between 900 mm and 1200 mm above the floor? b) Are the controls operable with a closed hand? c) Is there a clear floor space						A

of at least 1525 mm by 1525 mm in front of the toiletry dispenser?						
2.21 Hand Dryer/Paper Towel Dispenser a) Is the hand dryer control between 900 mm and 1200 mm above the floor? b) Is the control operable with a closed hand? c) Is there a clear floor space of at least 1525 mm by 1525 mm in front of the hand dryer?						A
2.22 Coat Hooks a) Are coat hooks located between 900 mm and 1200 mm above the floor? b) Is it projecting not more than 50 mm from the wall? c) Is it colour contrasted?						A
2.23 Change table a) Is a change table present? b) Is the table at least 760 mm wide and 1830 mm long? c) Is the change surface no higher than 865 mm? d) Is there an adjacent clear floor space not less than 760 mm by 1370 mm? e) Is it designed to carry a minimum load of 1.33kN (300 lbs.)? f) If it is the fold-down type, is it operable less than 1200 mm?						A

FOR ALL CONTROLS AND SWITCHES	Control 1	Control 2	Control 3	Control 4	Control 5	Priority (A, B, C or X)
<p>2.24 Controls, Switches and Outlets</p> <p>a) Is there at least 1525 mm by 1525 mm of clear floor space below with switch or control?</p> <p>b) Are all controls, switches and electrical outlets between 380 mm and 1200 mm from the ground?</p> <p>c) Are controls and switches operable with a closed hand?</p>						A
<p>2.25 Lighting</p> <p>Is the washroom consistently illuminated minimally at 200 lux?</p>						A
<p>2.26 Safety</p> <p>a) Is there an emergency call system available in the washroom?</p> <p>b) Are visual alarms installed?</p> <p> i. Is it a Xenon strobe type or equivalent?</p> <p> ii. Is it in a clear or nominal white colour?</p> <p> iii. Is the flash rate pulsing at 1-3Hz?</p> <p> iv. Is the pulse duration 0.2 sec?</p> <p> v. Is the illumination intensity greater than 75 candela?</p>						A

FOR ALL CONTROLS AND SWITCHES	Control 1	Control 2	Control 3	Control 4	Control 5	Priority (A, B, C or X)
vi. Are visual alarms placed less than 15 m apart? c) Is there a way of unlocking the door from the outside?						A

USABILITY SUMMARY: WASHROOMS (SINGLE USER)

Which elements need to be changed?

Element	Recommended Change	Priority

3. WASHROOMS (MULTIPLE USERS)

Total Number of Accessible washrooms _____

Please document the actual measurements for each item (regardless of whether it meets the requirements or not)

WASHROOM ENTRANCE	Washroom 1	Washroom 2	Washroom 3	Washroom 4	Washroom 5	Priority (A, B, C or X)
3.1 Presence Is there at least one stall for persons with disabilities? (If not, but a single user accessible washroom is located within a reasonable distance, Category 5: Section 3 can be ignored)						A
3.2 Entry Corridors Is the corridor at least 1200 mm wide?						B
STALL FEATURES						
3.3 Stall Door a) Is the stall door at least 850 mm wide? b) Is there a clear floor space of at least 1525 mm by 1525 mm outside the stall door? c) Does the door swing away from the stall? d) Is there a handle on the inside of the door? i) Is the mid-point of the handle located between 900 mm and 1000 mm above the floor? e) Is there a D-shaped handle on the outside of the door?						A

STALL FEATURES	Washroom 1	Washroom 2	Washroom 3	Washroom 4	Washroom 5	Priority (A, B, C or X)
i) Is the mid-point of the handle located between 900 mm and 1000 mm above the floor? ii) Is the mid-point of the handle located between 200 mm and 300 mm from the latched side of the door? f) From a fully open position, does the door close automatically (e.g. by a spring-type or gravity hinges)? g) Can the closing latch be operated with a closed hand? h) Is the door handle colour contrasted?						A
3.4 Coat Hooks a) Are coat hooks located between 900 mm and 1200 mm above the floor? b) Is it projecting not more than 50mm from the wall? c) Is it colour contrasted?						a) B b) A c) A
3.5 Stall Space* a) Is there at least 1525 mm by 1525 mm of space within the stall?						A

STALL FEATURES	Washroom 1	Washroom 2	Washroom 3	Washroom 4	Washroom 5	Priority (A, B, C or X)
3.6 Water Closet Location Is the toilet bowl located such that its centreline is between 460 mm and 480 mm from an adjacent side wall on one side?						A
3.7 Toe Clearance Does the front partition and at least one side partition provide a toe clearance of at least 230 mm above the floor?						A
3.8 Seat a) Is the toilet seat to floor height between 430 mm to 460 mm? b) Is it equipped with a back support where there is no seat lid or tank? c) Is the seat manually operated (i.e. not by a spring mechanism)?						A
3.9 Flush Controls <i>If the flush control is not automatic...</i> a) Is the flush control no greater than 1120 mm above the floor? b) Is the control operable with a closed hand? c) Is the flush control on the transfer side of the toilet? d) Is the flush control colour contrasted?						A

STALL FEATURES	Washroom 1	Washroom 2	Washroom 3	Washroom 4	Washroom 5	Priority (A, B, C or X)
<p>3.10 Rear Grab Bars*</p> <p>a) Is a horizontal grab bar located on the wall behind the toilet?</p> <p>b) Is the horizontal grab bar at least 600 mm in length?</p> <p>c) Is the height from the top surface of the horizontal grab bar between 840 mm and 915 mm above the floor or if the toilet bowl has a water tank, be mounted 150 mm above the tank?</p> <p>d) Is the horizontal grab bar installed to resist a load of at least 1.3kN applied vertically or horizontally?</p> <p>e) Is the diameter of the grab bar between 32 mm and 38 mm?</p> <p>f) Is the clearance between the inside edge of the bar and wall at least 38 mm?*</p> <p>g) Does the grab bar have a slip-resistant surface?</p> <p>h) Is the grab bar colour contrasted?</p>						A
<p>3.11 Side Grab Bars*</p> <p>a) Is the side grab bar installed to resist a load of at least 1.3kN applied vertically or horizontally?</p> <p>b) Is the diameter of the grab bar between 32 and 38 mm?</p>						

STALL FEATURES	Washroom 1	Washroom 2	Washroom 3	Washroom 4	Washroom 5	Priority (A, B, C or X)
<p>c) Is the clearance between the inside edge of the bar and wall at least 38 mm?*</p> <p>d) Does the grab bar have a slip-resistant surface?</p> <p>e) Is the grab bar colour contrasted?</p> <p><i>If the grab bar is angled...</i></p> <p>f) Is the bar at least 1065 mm in length?*</p> <p>g) Does the side grab bar extend at least 450 mm in front and 450 mm behind the front edge of the toilet?</p> <p>h) Is the side grab angled between 30° to 50° and sloping upwards, away from the toilet bowl?</p> <p>i) Is the base of the grab bar mounted between 750 mm to 900 mm above the floor and 50 mm in front of the toilet bowl?</p> <p><i>If the grab bar is L-shaped...</i></p> <p>j) Is the horizontal component mounted between 750 mm to 900 mm above the floor?</p> <p>k) Is the vertical component mounted between 150 mm to 250 mm in front of the toilet bowl?</p>						A

STALL FEATURES	Washroom 1	Washroom 2	Washroom 3	Washroom 4	Washroom 5	Priority (A, B, C or X)
l) Are both the horizontal and vertical components 760 mm in length?						A
3.12 Toilet Paper Dispenser a) Is the bottom edge of the toilet paper dispenser between 600 mm and 1015 mm above the floor? b) Is it located below the grab bar? c) Is the dispenser on the adjacent wall that is closest to the toilet? d) Is the dispenser colour contrasted? e) Is the dispenser within 300 mm of the front edge of the toilet?						B
URINALS						
3.13 Clear Floor Space Is there a clear, level floor space of at least 760 mm by 1220 mm in front of the urinal?						A
3.14 Flush Controls <i>If flush controls are not automatic...</i> a) Is the flush control no greater than 1200 mm above the floor? b) Can the controls be operated with a closed hand?						B

URINALS	Washroom 1	Washroom 2	Washroom 3	Washroom 4	Washroom 5	Priority (A, B, C or X)
3.15 Grab Bars* a) Is there a vertical grab bar present on the adjacent wall or privacy shield? b) Is the base of the grab bar no greater than 1000 mm above the floor? c) Is the bar at least 300 mm in length?						A
3.16 Identification a) Is the urinal colour contrasted? b) Is there a raised vertical marker 150 mm wide on the wall directly above the urinal to assist people with visual impairments to locate the urinal?						A
SINKS						
3.17 Sink Location* a) Is the top of the sink rim no more than 840 mm above the floor? b) Is the sink located so that the distance between the centreline of the lavatory and the side wall is not less than 460 mm?						B

SINKS	Washroom 1	Washroom 2	Washroom 3	Washroom 4	Washroom 5	Priority (A, B, C or X)
<p>3.18 Knee Space*</p> <p>a) Is the underside of the sink basin or bottom edge of the counter at least 735 mm high at the front edge and 685 mm high at a point 205 mm back from the front edge?</p> <p>b) Is there a clear foot space of 230 mm high from a point 280 mm to 430 mm back from the front edge?</p> <p>c) Is there a clear knee space that is at least 485 mm deep?</p> <p>d) Is there a clear knee space that is at least 760 mm wide?</p>						B
<p>3.19 Clear Floor Space</p> <p>Is there a clear floor space of at least 1525 mm by 1525 mm in front of the sink?</p>						A
<p>3.20 Controls</p> <p>a) Are the faucets either hand-operated or automatic?</p> <p>b) If the faucets are not automatic, are they operable with a closed hand?</p> <p>c) If self-closing valves are used, does water flow for at least 10 seconds?</p>						A

SINKS	Washroom 1	Washroom 2	Washroom 3	Washroom 4	Washroom 5	Priority (A, B, C or X)
d) Is the space between the faucet controls and the front edge of the counter or sink rim less than 485 mm? e) Do hot/cold faucets have differing contrasting colours (e.g. blue / red, etc.)? f) Do hot/cold faucets have tactile information? g) Is the water supply temperature limited to a maximum of 43°C?						A
MISCELLANEOUS FEATURES						
3.21 Projections Are all miscellaneous objects outside the path of travel or protrude no more than 100 mm into the path?						A
3.22 Mirror Is there at least one mirror mounted with its bottom edge no greater than 1000 mm above the floor OR is the mirror angled vertically?						B
3.23 Soap Dispenser a) Is the soap dispenser mounted so that the dispenser controls are between 900 mm and 1200 mm above the floor? b) Is the soap dispenser 485 mm or less from the front edge of the counter?						B

MISCELLANEOUS FEATURES	Washroom 1	Washroom 2	Washroom 3	Washroom 4	Washroom 5	Priority (A, B, C or X)
c) Are the controls operable with a closed hand? d) Are the controls operable with one hand?						B
3.24 Toiletry Dispenser a) Is the money slot mounted between 900 mm and 1200 mm above the floor? b) Are the controls located between 900 mm and 1200 mm above the floor? c) Is the toiletry dispenser color contrasted? d) Are the controls operable with a closed hand? e) Is there a clear floor space of at least 1525 mm by 1525 mm in front of the toiletry dispenser?						B
3.25 Hand Dryer/Paper Towel Dispenser a) Is the hand dryer control between 900 mm and 1200 mm above the floor? b) Is the control operable with a closed hand? c) Is there a clear floor space of at least 1525 mm by 1525 mm in front of the hand dryer?						B

MISCELLANEOUS FEATURES	Washroom 1	Washroom 2	Washroom 3	Washroom 4	Washroom 5	Priority (A, B, C or X)
<p>3.26 Open Space in The Washroom</p> <p>a) Is there at least 1525 mm between all fixed objects in the washroom?</p> <p>b) Is there at least 2250 mm between the outside face of the stall door and the inside face of the washroom door?</p>						A
<p>3.27 Alarms</p> <p>a) Are visual alarms installed?</p> <p> i. Is it a Xenon strobe type or equivalent?</p> <p> ii. Is it in a clear or nominal white colour?</p> <p> iii. Is the flash rate pulsing at 1-3Hz?</p> <p> iv. Is the pulse duration 0.2 sec?</p> <p> v. Is the illumination intensity greater than 75 candela?</p> <p> vi. Are visual alarms placed less than 15m apart?</p>						A

USABILITY SUMMARY: WASHROOMS (MULTIPLE USERS)

Which elements need to be changed?

Element	Recommended Change	Priority

4. WATER FOUNTAINS

Total Number of Fountains _____

Please document the actual measurements for each item (regardless of whether it meets the requirements or not)

WALL- OR POST-MOUNTED FOUNTAINS	Fountain 1	Fountain 2	Fountain 3	Fountain 4	Fountain 5	Priority (A, B, C or X)
4.1 Presence Is there at least one barrier-free drinking fountain among a group of drinking fountains?						A
4.2 Clear Space Is there a clear space of at least 1525 mm by 1525 mm in front of the fountain?						B
4.3 Clear Knee Space a) Is there a clear level space in front of the fountain of 1525 mm by 1525 mm? b) Is the space from the underside of the fountain to the floor at least 685 mm high? c) Is the space underneath the fountain at least 815 mm wide? d) Is the space underneath the fountain at least 460 mm deep?						B
4.4 Spout Position Is the spout a height between 750 mm and 900 mm above the floor?						B
4.5 Controls a) Are the controls mounted either on the front or the side surface of the fountain?						B

WALL- OR POST-MOUNTED FOUNTAINS	Fountain 1	Fountain 2	Fountain 3	Fountain 4	Fountain 5	Priority (A, B, C or X)
b) If the controls are on the side surface, are they within 150 mm from the front edge of the fountain? c) Are the controls operable with a closed hand? d) Are the controls operable with a force of not more than 22 N?						B
4.6 Positioning Is the water fountain recessed into an alcove? If not, is there a guardrail to prevent it from becoming an unmarked obstacle?						A

USABILITY SUMMARY: WATER FOUNTAINS

Which elements need to be changed?

Element	Recommended Change	Priority

Category 6: Wayfinding and Safety

Section 1: Wayfinding and Signage

Section 2: Detectable Warning Surfaces

Section 3: Card Access, safety and security systems

1. WAYFINDING AND SIGNAGE

FOR ALL PERMANENT SIGNS	SIGN 1	SIGN 2	SIGN 4	SIGN 4	SIGN 5	Priority (A, B, C or X)
<p>1.1 Wayfinding</p> <p>a) Are there directories located at all entrances?</p> <p>b) Are directional signs placed at decision points?</p> <p style="padding-left: 20px;">i. Intersections</p> <p style="padding-left: 20px;">ii. Stairs</p> <p style="padding-left: 20px;">iii. Elevators</p> <p>c) Are there different colour schemes and/or tactile cues on wall or floor to differentiate different areas within a building?</p> <p>d) Do all signals intended for the public to indicate the operation of a security system that controls access to a building consist of an audible and visual signal?</p>						<p>a) A</p> <p>b) C</p> <p>c) C</p> <p>d) A</p>
<p>1.2 Positioning</p> <p>a) Are wall-mounted signs placed at 1350mm from the floor?</p> <p>b) Are overhanging signs duplicated and placed on the wall?</p> <p>c) Are signs approachable without obstacles?</p> <p>d) Are all signs within the building consistently located with respect to surrounding objects (e.g. doors)?</p>						<p>a) B</p> <p>b) B</p> <p>c) A</p> <p>d) C</p>

FOR ALL PERMANENT SIGNS	SIGN 1	SIGN 2	SIGN 4	SIGN 4	SIGN 5	Priority (A, B, C or X)
<p>1.3 Font Type <i>Do letters and numerals on signs...</i></p> <ul style="list-style-type: none"> a) use Sans serif font? b) use Arabic numbers? c) have an overall width-to-height ratio between 3:5 and 1:1? d) have a stroke width-to-height ratio between 1:5 and 1:10? 						C
<p>1.4 Surface Feature</p> <ul style="list-style-type: none"> a) Are characters and symbols colour-contrasted? b) Are characters raised? <ul style="list-style-type: none"> i) More than 0.8 mm? ii) Are the edges smooth? iii) Is the font height between 16mm and 50 mm? iv) If the sign is less than 10 words or related to safety, is it accompanied by Grade 1 Braille? v) In a sign of other application, is it accompanied by Grade 2 Braille? c) Is the sign in a glare free finish? 						a) A b) C c) B
<p>1.5 Floor/Door Numbering</p> <ul style="list-style-type: none"> a) Are Arabic numerals mounted on both sides of wall at latch side of door? 						a) A

FOR ALL PERMANENT SIGNS	SIGN 1	SIGN 2	SIGN 4	SIGN 4	SIGN 5	Priority (A, B, C or X)
b) Is the size of the numbers greater than 60mm? c) Is the numbering raised and colour contrasted? d) Is the sign placed between 1350mm and 1500mm from the floor?						a) C b) A c) B
1.6 Audible Signs a) Is an audible sign using wireless (e.g. FM or infrared) technology available for people with visual impairments or with difficulty reading print? b) Is the receiver for the transmitted signal compatible with patrons' hearing aids?						C (If pertain to emergency signals, A)
1.7 Lighting Is the sign minimally illuminated to 100 lux?						A

USABILITY SUMMARY: Wayfinding and Signage

Which elements need to be changed?

Element	Recommended Change	Priority

2. DETECTABLE WARNING SURFACES

FOR ALL WARNING SURFACES	SURFACE 1	SURFACE 2	SURFACE 3	SURFACE 4	SURFACE 5	Priority (A, B, C or X)
2.1 Colour Is the detectable warning surface colour contrasted?						A
2.2 Consistency Are all detectable warning surfaces consistent throughout the facility?						C
FOR STAIRS						
2.3 Positioning a) Is it placed at the top and at landing of stairs? b) Does it extend the full width of the stairs? c) Is it at least 920 mm deep? d) Does it commence at least one tread depth back from the stairs?						A
2.4 Height Is the detectable surface less than 3mm above or below the finished floor?						A
FOR CURB, RAMPS, AND ELEVATED PLATFORMS						
2.5 Material a) Is the surface composed of slip resistant truncated domes? b) Is the height between 4.5mm-5.5mm? c) Is the base diameter 21mm-25mm?						A

FOR ALL WARNING SURFACES	SURFACE 1	SURFACE 2	SURFACE 3	SURFACE 4	SURFACE 5	Priority (A, B, C or X)
FOR CURB, RAMPS, AND ELEVATED PLATFORMS						
d) Is the spacing between domes between 55mm-65mm measured from the center?						A

USABILITY SUMMARY: Detectable warning surfaces

Which elements need to be changed?

Element	Recommended Change	Priority

3. CARD ACCESS, SAFETY, AND SECURITY SYSTEMS

Total Number of Card access and security systems _____

Please document the actual measurements for each item (regardless of whether it meets the requirements or not)

For all Card Access and security systems	Access 1	Access 2	Access 3	Access 4	Access 5	Priority (A, B, C or X)
3.1 Lighting Is the access area minimally illuminated to 100 lux?						A
3.2 Controls <i>For card access:</i> a) If it uses a card slot, is the slot color contrasted? b) If it uses a card access, is the card tactile on one side? <i>For keypad entry:</i> c) Are the buttons tactile? d) Are the buttons color contrasted?						A
3.3 Evacuation Procedures a) Is there an evacuation plan for the building for persons with mobility, visual or hearing impairments? b) Is there a process in place for communicating the evacuation plan to occupants and users of the building? c) Is the evacuation plan regularly tested?						A
3.4 Emergency (Backup) Lighting a) Are there emergency lightings in all primary pathways?						A

For all Card Access and security systems	Access 1	Access 2	Access 3	Access 4	Access 5	Priority (A, B, C or X)
b) Are there emergency lightings in all assembly area intended for public use? c) Is the emergency lighting minimally illuminated to 10 lux at floor level?						A

USABILITY SUMMARY: Card access, safety, and security systems

Which elements need to be changed?

Element	Recommended Change	Priority