

Buildings and facilities checklist*

This document contains checklists. If you require the checklists in an alternative format please contact the Access and Inclusion Branch on 9426 9200.

These checklists relate to the following Disability Access and Inclusion Plan Outcome:

Outcome 2 – People with disability have the same opportunities as other people to access the buildings and other facilities of a public authority.

Outcome 7 – People with disability have the same opportunities as other people to obtain and maintain employment with a public authority.

*Disclaimer

While care has been taken by the Disability Services Commission in preparing this Disability Access and Inclusion Resource Kit for public authorities, the Commission does not accept responsibility or liability for the results of specific action taken on the basis of this information nor for any errors or omissions.

Legal requirements in the area of anti-discrimination law change. All actions taken by a public authority in reliance on the information in this resource kit remain the responsibility of that public authority.

The Commission recommends that those planning new building works consult the relevant Australian standards and building legislation.

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Aim

- To assess the level of access of a wide range of existing buildings, facilities and the external environment for people with a variety of disabilities.

Examples

- People who use wheelchairs face difficulties such as abrupt changes in levels (eg steps and steep slopes/gradients) and limited access under basins, benches and tables. They also need an increased circulation area, particularly at doorways and changes in direction.
- People who experience difficulty walking may have stiff hips, balance problems or uncoordinated movements that require attention to stairs and handrails, seating in waiting areas, slip-resistant floor finishes and ramps with gentle slopes/gradients.
- People with manipulatory difficulties (finger or hand control) require appropriately selected handles, switches, buttons (eg in lifts) and taps to enable usage.
- People with sensory disability, which affect either their hearing or vision, require clear, easy-to-understand signage and tactile indicators. This requires attention to a variety of factors including colour, luminance contrast, font size and type, levels of illumination and the provision of appropriate communication systems in public areas.
- People with intellectual disability may have difficulty finding their way in new environments. Therefore, direct access routes and clear directional signage with graphics are important.

Reasons for checklist

The provision of appropriate access benefits not only people with long-term disability but also seniors, people with short-term disability and parents with young children in prams.

The whole community benefits, as people with disability live, work and shop in the community and contribute in a host of ways to all aspects of community life.

The increasing community recognition of the importance of providing access to public buildings and facilities is reflected in a variety of legislation, standards and codes that relate to the provision of access.

There are several pieces of legislation that protect and promote the rights of people with disability as well as codes and standards that relate to the development of buildings and facilities.

Major developments have taken place to ensure that people with disability can have better access to buildings and facilities. These developments are particularly relevant to staff in state government agencies responsible for designing, building,

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owning, managing, leasing, operating or regulating the use of public buildings and facilities.

Inappropriate design within the built environment frequently results in people with disability being unable to participate fully in community life because they then have difficulty with everyday activities such as hearing public announcements, reading signs, opening doors, using stairs or entering public buildings.

Informed planning and design plays a vital role in enabling people of all ages and abilities to participate in community life. Given this, and the usual lifespan of buildings, it is crucial that current best practice guidelines are followed when buildings and facilities are being built or refurbished by government or with government funds.

Legislation

Various pieces of relevant legislation have been enacted since the United Nations International Year of Disabled Persons in 1981. Acts applicable in WA include:

- Equal Opportunity Act 1984 (amended 1988)
- Disability Services Act 1993 (amended 2004)
- the Commonwealth Disability Discrimination Act (DDA) (1992).

A summary of these Acts is contained in Appendix B, part four of this Kit.

It is important that service providers and developers are aware of their legislative responsibilities concerning the provision of access.

Stages when builders and developers should plan for access

Commonwealth and State legislation and regulations require that all new developments and refurbishments, where an application for approval for building works is required, are constructed so that they can be accessed and that services within them are able to be used by people with disability.

To achieve functional access and meet legislative and regulatory requirements it is recommended that access issues be addressed at a number of stages during the documentation and construction stages of a development. If access requirements are not incorporated into the early developmental stages, and any access issues picked up during the construction stage then the outcome could be a serious compromise to the design or budget.

In some cases the design team may have expertise in designing in access for people with disability. In other cases it is appropriate to engage an access consultant as part of the project consultancy team to ensure compliance with all the access requirements of the project brief including regulatory and legislative requirements. This is particularly recommended for major new public

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developments or redevelopments as comprehensive, informed access planning can save the need for costly remedial works later.

To ensure compliance and quality control, it is recommended that access requirements are specifically considered at the following seven stages during the documentation and construction process:

1. Developing the brief. Ensure that regulatory access requirements and universal design principles are incorporated and the responsibility for access planning designated.
2. Schematic design. Examine, evaluate, report and progressively provide input throughout the schematic design stage to define approaches and solutions necessary to ensure compliance with the regulations and a universal design approach.
3. Design development. Review design development details progressively to identify any potentially non-compliant items and propose compliant, creative and cost-effective solutions. Clarification and agreement at this stage will avoid unresolved issues later in the project.
4. Contract documentation. Examine and review the contract documents, drawings and specifications to ensure compliance. The works should be signed off at this stage which is always prior to calling tenders. Alterations or additions after this time could incur time delays and/or cost variations.
5. Construction. Conduct site visits at critical phases to ensure that the construction works comply with the detail drawings. Reach prior agreement with the architects as to appropriate phases to monitor.
6. Practical completion. Conduct a final inspection of the works on completion of construction to ensure compliance with the design documentation and the correctness of the constructed details.
7. Sign off. It may be required that a letter of compliance for disability access is provided after all issues have been rectified.

Prior to the introduction of the DDA, legislative access requirements were contained in the Building Code of Australia (BCA), which sets out the minimum requirements of building design and construction throughout Australia. Historically however, a development that complied with the BCA may still have been inconsistent with the intent and objectives of the DDA and thereby subject to complaint under the DDA.

Significant work has been undertaken to better align the BCA and DDA to the benefit of people with disability accessing buildings and builders and designers. The result of this work is the DDA Access to Premises Standards (May 2011).

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The purpose of the Premises Standards is to:

- provide for equitable and dignified access to new public buildings and those areas of existing buildings that undergo renovation or upgrade that requires a building approval
- develop a single set of design and construction requirements covering access to new buildings and upgrades to existing buildings, and thereby
- provide greater certainty to those involved in the design, construction, certification and management of buildings in relation to the level of access required in the buildings covered by the Premises Standards.

The Premises Standards specify a nationally applicable set of Performance Requirements in providing non-discriminatory access to, and use of, those buildings (and areas of buildings to which they apply) and provide technical Deemed-to-Satisfy Provisions for these Performance Requirements. The BCA has also been revised to align with the Access to Premises Standards.

The Australian Human Rights Commission developed guidelines on the Access to Premises Standards to assist building professionals and those concerned with access to understand better how the Premises Standards apply to new and upgraded public buildings. The guidelines are available at www.hreoc.gov.au/disability_rights/index.html .

Building Code of Australia (BCA)

The Building Code of Australia (BCA) references various Australian Standards and Codes to provide technical building requirements. Standards referenced by the BCA have legal application to ensure that minimum requirements for health, safety and amenity in relation to buildings are maintained. Part D3 of the BCA, titled “Access for People with Disabilities”, determines which buildings must comply with the access requirements currently referenced by the BCA.

To achieve access in the built environment state government agencies should ensure that:

- the design and construction of all public buildings and facilities funded by government comply with the BCA and the requirements of the DDA’s Access to Premises Standards, and
- appropriate access for people with disability is an integral part of any services provided, funded or contracted out.

The DDA’s Access to Premises Standards outlines minimum access requirements in relation to new and updated buildings.

It is recommended that the opportunity is taken to exceed the minimum requirements to ensure the best level of accessibility to buildings and facilities for people with disability, particularly in relation to significant infrastructure projects which will be visited and used by many people, including interstate and international visitors.

It is essential that the design brief for buildings and facilities specifically addresses access provision requirements.

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To assist achieve full access and meet legislative requirements, it is recommended that builders and developers plan access issues during all stages of the design and construction of a development or major redevelopment.

It is recommended that accredited access consultants are engaged as part of the design team throughout the planning and construction phases of major projects to ensure that access is appropriately addressed. Information about access consultants can be obtained from the Association of Consultants in Access, Australia Inc www.access.asn.au .

Further information, including a sheet on the different stages during the planning, development and construction phases where access needs to be incorporated, is outlined in the State Government 'Access Guidelines, for Information, Services and Facilities'.

Public authorities should be aware that areas that are not covered under the DDA Access to Premises Standards may still be the subject of a successful complaint to Australian Human Rights Commission under the Commonwealth DDA (1992).

Australian Standards on access and mobility

The main Australian Standard that relates to the provision of Disability Access is the Australian Standard AS1428.

AS1428 comprises four parts:

Part 1: General Requirements for Access – New Building Works provides a minimum level of access that is currently mandatory and is referenced in the BCA.

Part 2: Enhanced and Additional Requirements – Buildings and Facilities (in part only as almost two-thirds have been merged with AS1428.1 – 2009). Part 2 includes references to many standard items used in our everyday environment which are not covered in Part 1, such as fixtures, fittings and fitments. This standard is currently being updated and expanded to include all areas that involve fixtures and fitments within buildings and the outside environment

Part 3: Requirements for Children and Adolescents with Physical Disabilities refers to dimensions required for children and adolescents, and should be perused particularly when designing facilities for younger age groups.

Part 4: Tactile Ground Surface Indicators for the Orientation of People with Vision Impairment has sections that are mandatory, with the remainder being increasingly used in the development of public facilities.

Part 5 was released in the latter half of 2010. This standard deals with all aspects of hearing augmentation for people with a hearing impairment. Although not referenced in the BCA, it is hoped that in the not too distant future it will be referenced by some regulatory or legislative bodies.

Buildings and facilities checklist

There are other Australian Standards relating to access, and these are listed in Part 4 of this kit.

The Access to Buildings and Facilities checklist is intended to be used when assessing the level of access to and within your existing buildings and facilities.

The checklist information may also be useful to building officers, surveyors or architects when they are designing solutions to the access barriers identified in the checklist.

In designing solutions to barriers, it is important that the checklists are not used as a sole reference and that planners directly consult the most up-to-date copies of source documents, such as the AHRC Advisory Notes on Access to Premises, the Building Codes of Australia (BCA) and the Australian Standards on Access.

Checklist scope

Please note that these checklists are recommended for checking the level of access in existing buildings and **not for the design of new buildings**. Those designing new building works are reminded again that it is recommended that they consult the latest editions of the current AHRC Advisory Notes on Access to Premises as well as BCA requirements to meet their access responsibilities.

Checklist format

This checklist is divided into sections dealing with general access issues that are likely to apply to all building and facilities and others that deal with access issues that apply to some specific facilities such as community halls and sporting venues.

The checklist covers the main issues that are important when providing access for people with disability. The specific facilities checklists give some of the key factors to consider in relation to these facilities. They are not, however, a foolproof guide to achieving a fully accessible facility. For more detailed information and dimensions, consult the relevant Australian Standards as noted at the beginning of each section.

This checklist is made up of the following four components:

1. Planner

This is a one-page planner listing the service to be assessed, the buildings and facilities that will be included and the sections of these checklists required to undertake the assessment.

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2. General access for buildings and facilities

The following seven sections provide essential components for assessing any building or facility. A summary of the relevant Australian Standards and important points to consider are listed at the top of each section:

- transport and car-parking
- external access
- entrances
- interiors – general
- lifts
- toilets
- utilities (telephones, drinking fountains, vending machines).

3. Supplementary sections for specific facilities

Sections are included to cover the following:

- community halls
- exhibition spaces
- recreation/sporting venues
- transport facilities
- educational facilities
- public open spaces.

4. Summary sheets

Issues and actions sheets are provided at the end of this checklist.

Carrying out the assessment

1. To carry out an assessment of any building or facility you will require one of each of the seven sections on general access.
2. The checklist will enable you to assess a building with more than one level. Up to five levels can be recorded on one page. If you are assessing more than five levels please use additional copies of the same page. It is important that you nominate the levels that are appropriate to your facility.
3. For specific buildings or facilities you will also require the questions that relate to the specific building or facility you wish to assess. You should list on the Planner page all the sections to be used so you will know which ones are required prior to the assessment.

To carry out an assessment of any specific facility you will require one of the supplementary sections listed above. Remember when assessing a specific facility it is important to complete the relevant sections. For example,

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community halls may require the following general sections – toilets, internal access, and external access – as well as the supplementary section.

4. Please refer to the graphics that are provided for easy reference at the beginning of each section and the definitions listed at the end of this checklist.
5. All questions asked should be answered with either a YES or NO
6. After you have completed your assessment please fill in the Issues and Actions sheet at the back of the checklist.

Equipment required for assessment

- tape measure
- camera – may be used when unsure of problem and/or solution.
- sketch pad/note book. If in doubt about any dimension or feature, record the situation by sketch or photo and seek additional information as appropriate
- calculator to determine slope/gradient of ramps
- appliance for the measuring of luminance contrast

Planner

Please photocopy this sheet before use. By keeping the original unmarked it can be used indefinitely.

The following questions are asked to enable you to plan your assessment of buildings and facilities and ensure that you have with you all the sections of this checklist that you might require.

What is the service being assessed? _____
(eg building approvals services, licensing services, payment of property rates)

What buildings/facilities are involved in the provision of this service? (Please list buildings and indicate how many levels in each. This should include administration buildings, public open spaces, car parks, etc).

| Building/facility | No. of levels |
|--------------------------|----------------------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

Based on the list you have written above, identify the sections of the checklists (and how many copies) you require to conduct the assessment of the buildings/facilities. In most cases you will need one complete set (seven components) of the General Access for Buildings and Facilities checklist for each building/facility being assessed.

| Building/facility | Checklists required | No. of copies |
|--------------------------|----------------------------|----------------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

You should now photocopy the relevant sections, including diagrams and definitions, and start the assessment.

Transport and car-parking

Diagram 2: Provision of parking bays for people with disability

| Facility | per cent of the total number of bays |
|---|--|
| Retail | 2 per cent up to 1,000 spaces – 1 per cent thereafter |
| Commercial | 1 per cent |
| Schools | 1 per cent |
| Community/Entertainment | 2 per cent up to 1,000 spaces – 1 per cent thereafter |
| Recreation | 1 per cent |
| Hospital: | |
| Outpatient areas | 2 per cent up to 1,000 spaces – 1 per cent thereafter |
| Non-outpatient areas | 1 per cent |
| Clinic – not forming part of a hospital | 1 per cent |
| Aged care facility | 1 per cent |

Source: Building Code of Australia 2010 – Table D3.5

Transport and car-parking

Facility: _____

Date: _____

Assessor: _____

Relevant access requirements:

- **Disability (Access to Premises – Buildings) Standards**
- **The Guidelines on the Application on The Premises Standards**
- **AS1428.1 – 2009 – Design for access and mobility – New Building Work.**
- **AS1428.2 – 1992 – Design for access and mobility – Building and Facilities**
(In part only as the majority of this standard has been merged with AS1428.1 – 2009, the remaining sections still apply on fixtures, fittings and fitments)
- **AS1428.4.1 – 2009 Design for access and mobility – Tactile ground surface indicators for the orientation of people with vision impairment.**
- **AS2890.6 – 2009 – Off Street Parking for people with disability**

Important points to consider:

- It is important that the checklist is not used as a sole reference and the most up-to-date copies of source documents are consulted.
- A continuous accessible path of travel should be provided between each parking space and the main entrance.
- Parking bays for people with disability should be as close as possible to the main entrance. They should be clearly signposted and without obstructions.
- Appropriate paving surfaces (level and firm with no loose particles) and a suitable slope/gradient are vital.
- There should be a set-down area, preferably covered.

| Public transport | Yes | No |
|--|--------------------------|--------------------------|
| Is public transport available to the facility? | <input type="checkbox"/> | <input type="checkbox"/> |
| Is there a designated set-down area suitable for: | <input type="checkbox"/> | <input type="checkbox"/> |
| • buses | <input type="checkbox"/> | <input type="checkbox"/> |
| • taxis | <input type="checkbox"/> | <input type="checkbox"/> |
| • private vehicles | <input type="checkbox"/> | <input type="checkbox"/> |
| Does the set-down area have protection from the weather? | <input type="checkbox"/> | <input type="checkbox"/> |
| | <input type="checkbox"/> | <input type="checkbox"/> |

Transport and car-parking

| | | Yes | No |
|--|--------------------------|--|--------------------------|
| <p>Is there a continuous accessible path of travel from the set-down area/transport stop to the facility entrance? (AS1428.1 – Clause 6.3)</p> <p>If NO, what are the obstacles to be removed? (Please list). (eg obstacles include: stairs, steep ramps, bollards, kerbs without ramps)</p> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> | | <input type="checkbox"/> | <input type="checkbox"/> |
| Car-parking | | Legend: <input checked="" type="checkbox"/> yes <input checked="" type="checkbox"/> no | |
| Insert building levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <p>Are the designated bays:</p> <ul style="list-style-type: none"> Clearly visible with an elevated sign? (AS2890.1 – Clause 2.4.5(f)) 14.1 and AS1428.2 Clause 8.2.1) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <p>Are the designated parking bays:</p> <ul style="list-style-type: none"> Signed by the international symbol of access with a blue background and white wheelchair between 800mm to 1000mm? (AS1428.1 – Clause 14.1 and AS1428.2 Clause 8.2.1) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Transport and car-parking

| | Legend: <input checked="" type="checkbox"/> yes <input type="checkbox"/> no | | | | | <input checked="" type="checkbox"/> n |
|--|---|--------------------------|--------------------------|--------------------------|--------------------------|---------------------------------------|
| Insert building levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Are the designated parking bays: Noted on the ground with blue lines and the symbol of access? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Is there a lift available? (see section on lifts) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Are the designated bays located close to the entrance/lift(s)? (As close as possible is preferred). | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Is there a continuous accessible path of travel from the parking bays to the exit, lift or building entrance? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Is the designated bay/s on level ground, with a firm surface and free of loose material, eg gradient less than 1:40 for concrete and 1:33 for asphalt? (AS2890.6 – Clause 14.1 and AS1428.2 Clause 8.2.1) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Is the bay width a minimum of 3200mm for parallel parking? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Are there the appropriate number of parking bays designated for people with disability? (See diagram No 2)(Recommended AS2890.6 – Table B1) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Are the designated bays: <ul style="list-style-type: none"> clearly visible with an elevated sign? (AS2890.1 – Clause 2.4.5(f)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Are the designated bays: <ul style="list-style-type: none"> signed by the international symbol of access with a blue background and white wheelchair between | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |

Transport and car-parking

| | | | | | |
|---|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| 800mm to 1000mm? (AS1428.1—Clause 14.1 and AS1428.2 Clause 8.2.1) noted on the ground with blue lines and the symbol of access? | | | | | |
| Is there a lift available? (see section on lifts) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are the designated bays located close to the entrance/lift(s)? (As close as possible is preferred.) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Is there a continuous accessible path of travel from the parking bays to the exit, lift or building entrance? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Is the designated bay/s on level ground, with a firm surface and free of loose material, eg gradient less than 1:40 for concrete and 1:33 for asphalt? (AS2890.6 – Clause 2.3) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Is the bay width a minimum of 3200mm for parallel parking? (AS2890.6 – Clause 2.2.2 (a)) (i) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Is the bay/s width a minimum of 2400mm with a shared area of 2400mm adjacent to the parking space for angle parking? (AS2890.6 – Clause 2.2.1 (a)) (i) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Is the headroom height above the accessible parking bay a minimum of 2500mm to allow use of a car-top hoist? (AS2890.6 – Clause 2.4) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Parking payment | | | | | |
| Is there a continuous accessible path of travel to the ticket machine? (AS1428.1 – Clause 7) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Transport and car-parking

| | | Legend: <input checked="" type="checkbox"/> yes <input type="checkbox"/> no | | | |
|--|--------------------------|---|--------------------------|--------------------------|--------------------------|
| Insert building levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are the ticket machine instructions clear and easy to read? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Can the ticket machine be operated with one hand? (AS1428.2 – Clause 23.2) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Is a staffed ticket payment booth available? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| If a booth is available, is there a well-signed continuous accessible path of travel provided? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are the control buttons on the ticket machine 900–1000mm high? (AS1428.2 – Clause 23) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Is the area around the ticket machine well lit and is the lighting even? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

External access

Facility: _____

Date: _____

Assessor: _____

Relevant access requirements:

- **Disability (Access to Premises – Buildings) Standards**
- **The Guidelines on the Application on The Premises Standards**
- **AS1428.1 – 2009 – Design for access and mobility – New Building Work**
- **AS1428.2 – 1992 – Design for access and mobility – Buildings and Facilities**
(in part only, as the majority of this standard has been merged with AS1428.1 – 2009, the remaining sections still apply on fixtures, fittings and fitments).
- **AS1428.4.1 – 2009 – Design for access and mobility – Tactile ground surface indicators (TGSIs) for the orientation of people with vision impairment**

Important points to consider:

- It is important that the checklist is not used as a sole reference and the most up-to-date copies of source documents are consulted.
- Access routes should be obvious or well signposted, well illuminated and if lengthy, should provide some protection from the weather, plus compliant seating at minimum intervals of 60 metres.
- A continuous accessible path of travel for people with disability begins at the car park and/or public transport set-down area. This route can consist of pathways, roadways, ramps and the building entrance.
- Pathways should have a minimum width of 1000mm (1200mm preferred) and ramps a maximum slope/gradient of 1:14 with landings at regular intervals no greater than nine metres or less for gradient of 1:14 and 14 metres for gradients 1:19.
- Any changes in the walkway surface must be within the following tolerances, otherwise pedestrians will be subjected to a tripping hazard.
 - Allowed only once in the following situations, not to be repeated.
 - Vertical rises are less than or equal to 3mm.
 - Vertical rises between 3mm and less than or equal 5mm are to be bevelled or rounded off to reduce the incidence of tripping.
 - Any rise over 5mm is a tripping hazard and must be avoided.
 - For continuous paving units, a maximum variation of 2mm.
- Ramp gradients shall be constant throughout its length with a maximum allowable tolerance of 3 per cent provided no section of the ramp is steeper than 1:14.

External access

- Seating set back a minimum of 500mm, bins, bollards, signs, etc need to be adjacent and clear of the path of travel and easily seen by people with vision impairment.
- Appropriately placed which is clear and easy to read, and sufficiently illuminated.
- Stairs and ramps on the access route should have handrails, kerb rails and TGSIs on each change of level on the landings where both handrails are not continuous.
- Alternative access routes, if required, should be adjacent to the main route to the building.
- TGSIs are required to warn people with vision impairment that they are approaching a stairway, escalator, travelator, ramps, boarding point or platform edge.

External access

| Pathways/ramps | Yes | No |
|--|--------------------------|--------------------------|
| 1. Is there a continuous accessible path of travel from the car park to the building/facility? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. If NO, what are the obstacles to be removed? (Please list) (eg obstacles include: stairs, steep ramps, bollards, kerbs without ramps) <hr/> <hr/> | | |
| 3. Are all pathways/ramps a minimum width of 1000mm? (AS1428.1 – Clause 6.3) | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Does the full length of the pathway/ramp have overhead clearance of 2000mm? (AS1428.1 – Clause 6.2) | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Does the pathway/ramp have a firm, smooth and slip-resistant surface? (AS1428.1 – Clause 7.1) | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Does the pathway/ramp fall within the allowable tolerances for height changes, eg “once only” – max 2mm and continuous vertical 3mm, rounded/bevelled less than or equal to 5mm? (AS1428.1 – Clause 7.2) | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Are the edges of pathways/ramps in luminance contrast to their background? | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Is there provision of luminance contrast at changes in levels? | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Is compliant seating provided between the car-parking and entrance? (minimum every 60m) (AS1428.2 – Clause 7(e)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Is there lighting of the pathways/ramps for night use? | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. Are there any ramps on route to the entrance? | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. If yes, do they have a slope/gradient where the ratio is 1:14 or greater? (AS1428.1 – Clause 10.3(a)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. Do the 1:14 ramps have landings every nine metres? (AS1428.1 – Clause 10.3(c)) | <input type="checkbox"/> | <input type="checkbox"/> |

External access

| | Yes | No |
|--|--------------------------|--------------------------|
| 14. Do landings have a minimum length of 1200mm where there is no change in direction? (AS1428.1 – Clause 10.8.1 (a)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 15. Where there is a change in direction not exceeding 90° do landings have a minimum length of 1500mm and the internal corner truncated for a minimum of 500mm in both directions as shown in figure 25 (B) (AS1428.1 – Clause 10.8.1. (b))? | <input type="checkbox"/> | <input type="checkbox"/> |
| 16. Where there is a change in direction of 180° on landings, are they designed as shown in figure 25 (C) (AS1428.1 – Clause 10.8.1. (c)) eg 2070mm x 1540mm? | <input type="checkbox"/> | <input type="checkbox"/> |
| 17. Do the ramps have kerbs or kerb rails on both sides? | <input type="checkbox"/> | <input type="checkbox"/> |
| 18. Do the ramps have handrails on both sides and have the support posts set back? (AS1428.1 – Clause 10.3 (e) and (j)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 19. Is the rail height between 865mm and 1000mm? | <input type="checkbox"/> | <input type="checkbox"/> |
| 20. Is there a clear 600mm above the handrail along its full length? (AS1428.1 – Clause 12 (h)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 21. Does the handrail have a minimum clearance of 50mm from an adjacent wall or any obstruction? (AS1428.1 – Clause 12 (h)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 22. Does the handrail stop and not encroach into required circulation spaces? (AS1428.1 – Clause 12 (a)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 23. Is the diameter of the handrail between 30mm and 50mm? (AS1428.1 – Clause 12 (b)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 24. Is the top 270° arc free along the full length of the handrail with no obstruction within 15mm? (AS1428.1 – Clause 12 (b)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 25. Do the handrails extend a minimum of 300mm past the edge of the ramp transition and return back on itself for 180° away to the side wall or turned downwards to the floor? AS1428.1 – Figures 26 (C) and 26 (D) and Clause 12 (g) | <input type="checkbox"/> | <input type="checkbox"/> |

External access

| | Yes | No |
|--|--------------------------|--------------------------|
| 26. Where the ramp is at the boundary, is it set back a minimum of 900mm to ensure correct handrail configuration and to allow the TGSIs to be within the boundary line? (AS1428.1 – Clause 10.3 (f)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 27. If ramps are curved do they have a minimum width of 1500mm at the curve? (AS1428.1 – Figure 20 and Clause 10.4 (d)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 28. Is the ramp surface slip resistant in all weather conditions? (AS1428.1 – Clause 7.1) | <input type="checkbox"/> | <input type="checkbox"/> |
| 29. Are there TGSIs at the top and bottom of the ramp on the landings, set back 300mm from the edge of the transition points at the top and bottom of the ramp? (AS1428.4.1 – Clause 2.3.3.2(c)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 30. Do the TGSIs extend across the full width of the (AS1428.4.1 – Clause 2.2.3.(a)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 31. Do the TGSIs have the minimum luminance contrast of 0.3 or 30 per cent compared to the surrounding surface? (AS1428.4.1 – Clause 2.2(b)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 32. If discrete or composite TGSIs are used do they meet the required higher luminance contrast levels of 45 per cent or 60 per cent respectively? (AS1428.4.1 – Clause 2.2 (b) (ii) and (iii)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 33. Is there sufficient lighting for night use? | <input type="checkbox"/> | <input type="checkbox"/> |
| Kerb ramps/crossovers | | |
| 34. Does the continuous accessible path of travel cross any vehicle traffic areas? (eg parking lot, internal roads) | <input type="checkbox"/> | <input type="checkbox"/> |
| 35. If there is a change in level, is a kerb ramp provided? (AS1428.1 – Clause 10.7.2) | <input type="checkbox"/> | <input type="checkbox"/> |
| 36. Are the kerb ramps a maximum length of 1520mm and do they have a slope/gradient where the ratio is not greater than 1:8? (AS1428.1 – Clause 10.7.2 (b) and Figure 24 (A)) | <input type="checkbox"/> | <input type="checkbox"/> |

External access

| | Yes | No |
|---|--------------------------|--------------------------|
| 37. Is the angle at the base of the kerb ramp greater than 166°? (AS1428.1 – Clause 10.7.2 (b) and Figure 24 (A)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 38. Are the kerb ramps flush with the road and pathway? (AS1428.1 – Figure 24 (A) section A-A) | <input type="checkbox"/> | <input type="checkbox"/> |
| 39. Are there any TGSIs on the kerb ramps set back 300mm from the roadway and a minimum of 12 truncated cones in depth across the full width of the kerb ramp? (AS1428.4.1 – Appendix “C3”) | <input type="checkbox"/> | <input type="checkbox"/> |
| External stairs | | |
| 40. Are there any steps on the direct access route to the facility? | <input type="checkbox"/> | <input type="checkbox"/> |
| 41. Is each step of equal height and less than 180mm? | <input type="checkbox"/> | <input type="checkbox"/> |
| 42. Do the steps have a slip-resistant surface? | <input type="checkbox"/> | <input type="checkbox"/> |
| 43. Are all of the stair risers enclosed? (AS1428.1 – Clause 11.1 (c)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 44. Does the top of the nosings of the treads/goings have a contrasting strip of colour or texture with a minimum luminance contrast of 30 per cent of between 50–75mm in depth, across the full width of the step? (AS1428.1 – Clause 11.1 (f) Figure 27 (A) and (B)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 45. Are handrails provided on both sides? (AS1428.1 – Clause 11.2(b)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 46. Do the handrails at the bottom of the stairs extend at least one tread depth plus horizontally for a minimum of 300mm from the last riser? (AS1428.1 – Clause 11.2 (d)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 47. Do the handrails at the top of the stairs extend horizontally for a minimum of 300mm from the last stair nosing? (AS1428.1 – Clause 11.2 (e)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 48. Do the ends of the handrails return back on themselves 180° away to the side wall or turned downwards to the floor? (AS1428.1 – Clause 12(g) & Figures 26 (C) and 26 (D)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 49. Is the handrail height between 865–1000mm above the step (AS 1428.1 – Clause 11.2(g) and 12)d)) | <input type="checkbox"/> | <input type="checkbox"/> |

External access

| | Yes | No |
|--|--------------------------|--------------------------|
| 50. Is there at least 600mm clearance above the handrail along its full length? (AS1428.1 – Clause 12 (h)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 51. Does the handrail have a minimum clearance of 50mm from any obstruction? (AS1428.1 – Clause 12 (h)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 52. Does the handrail stop and not encroach into required circulation spaces (AS1428.1 – Clause 12(a)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 53. Where the stairway is at the boundary, is it set back a minimum of 900mm to ensure correct handrail configuration and to allow the TGSIs to be within the boundary line? (AS1428.1 – Clause 10.3 (f) and Figure 26 (A)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 54. Do the handrails have a diameter of 30–50mm? (AS1428.1 – Clause 12 (b)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 55. Is the top 270° arc free along the full length of the handrail with no obstruction within 15mm? (AS1428.1 – Clause 12 (i) and Figure 29) | <input type="checkbox"/> | <input type="checkbox"/> |
| 56. Do stair handrails in an Aged Residential Facility where TGSIs have not been used have a domed button on top of the rail 150mm (±10mm) from each end of both handrails? | <input type="checkbox"/> | <input type="checkbox"/> |
| 57. Does the domed button have a diameter of between 12mm–15mm and a height of between 4mm–5mm? | <input type="checkbox"/> | <input type="checkbox"/> |
| 58. Are the handrails of non-reflective material and do they have a minimum luminance contrast of 30 per cent to the background? | <input type="checkbox"/> | <input type="checkbox"/> |
| 59. Are there any TGSIs at the top and bottom of each flight of stairs? (AS1428.4 – Clause 2.4) | <input type="checkbox"/> | <input type="checkbox"/> |
| 60. Are the TGSIs set back 300mm (±10mm) from the nosing or riser and do they extend across the full width of the stairs? (AS1428.4 – Clause 2.3.3.(c)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 61. Do the TGSIs have a minimum of 12 truncated cones in depth when being approached from an open | <input type="checkbox"/> | <input type="checkbox"/> |

External access

| | | |
|--|--------------------------|--------------------------|
| area and a minimum of 6 truncated cones in depth when being approached from an enclosed area? (AS1428.1 – (e) and (f) Figure 2.1) | | |
| 62. Do the TGSIs have the minimum luminance contrast of 0.3 or 30 per cent compared to the surrounding surface? (AS1428.4.1 – Clause 2.2 (b)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 63. If discrete or composite TGSIs are used do they meet the required higher luminance contrast levels of 45 per cent or 60 per cent respectively? (AS1428.4.1 – Clause 2.2 (b) (ii) and (iii)) | <input type="checkbox"/> | <input type="checkbox"/> |

External access

Relevant access requirements:

- **Disability (Access to Premises – Buildings) Standards**
- **The Guidelines on the Application on The Premises Standards**
- **AS1428.1 – 2009 – Design for access and mobility – New Building Work.**
- **AS1428.2 – 1992 – Design for access and mobility – Building and Facilities (in part only as the majority of this standard has been merged with AS1428.1 – 2009, the remaining sections still apply on fixtures, fittings and fitments)**
- **AS1428.4.1 – 2009 – Design for access and mobility – Tactile Ground Surface Indicators (TGSi) for the orientation of people with vision impairment**

Important points to consider in relation to signage:

- It is important that the checklist is not used as a sole reference and the most up-to-date copies of source documents are consulted.
- Signage should be clear and easy to read to assist people with intellectual, cognitive and sensory disabilities.
- Signage should provide access to information and directions to services.
- Tactile ground surface indicators (TGSi's) should be provided at changes in levels or direction.

| External signage | Yes | No |
|--|--------------------------|--------------------------|
| 64. Is signage located at the following: | | |
| Car parks (AS2890.6 – Clause 3.1 & A3) | <input type="checkbox"/> | <input type="checkbox"/> |
| Set-down areas | <input type="checkbox"/> | <input type="checkbox"/> |
| Building entrances | <input type="checkbox"/> | <input type="checkbox"/> |
| Change of direction | <input type="checkbox"/> | <input type="checkbox"/> |
| Other? _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 65. Does the signage give directional information about buildings facilities (including toilets, lifts, entrances and hearing augmentation) and services? (AS1428.1 – Clause 8.1(a)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 66. Does the signage give general information about the buildings, facilities and services? | <input type="checkbox"/> | <input type="checkbox"/> |
| 67. Does the signage provide information about access for people with disability? (AS1428.1 – Clause 8.2) | <input type="checkbox"/> | <input type="checkbox"/> |

External access

| | Yes | No |
|---|--------------------------|--------------------------|
| 68. Is there sufficient signage to allow a person to move independently around the buildings and facilities? (AS1428.1 – Clause 8.2.1 (d)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 69. Is the signage located at a height of between 1200mm and 1600mm above the finished floor/ground surface? (AS1428.1 – Clause 8.1 (d)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 70. Where signage may be obscured, eg by crowds, is it at a minimum height of 2000mm above the finished floor level? (AS1428.2 – Clause 17.4) | <input type="checkbox"/> | <input type="checkbox"/> |
| 71. Where signage is obscured eg by crowds, etc is there a sign >2m above floor/ground level and does the size of the letters comply with the recommended sizes for viewing distance? | <input type="checkbox"/> | <input type="checkbox"/> |
| 72. For signage below a height of 1600mm AFL/AGL is information provided in raised tactile? | <input type="checkbox"/> | <input type="checkbox"/> |
| 73. Is information provided in Braille? | <input type="checkbox"/> | <input type="checkbox"/> |
| 74. Is the preferred font style used for printing? Helvetica Medium typeface is preferred or similar (AS1428.1 – Clause 8.1 (a) (ii)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 75. Does the colour of the letters provide a minimum luminance contrast of 30 per cent with the background? (BCA Specification D3.6 Clause 2.3 (a) 17.3) | <input type="checkbox"/> | <input type="checkbox"/> |
| 76. Are the signs made of a non-reflective material? (BCA Specification D3.6 clause 2.2 (i) and (j)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 77. Does the signage contain appropriate graphics? (recognised (AS1428.1 – Clause 8.1 and 8.2)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 78. Where the symbol for access is used, does it comply with (AS1428.1 – Clause 8.2.1 and Figures 10 and 11) | <input type="checkbox"/> | <input type="checkbox"/> |

External access

| | Yes | No |
|--|--------------------------|--------------------------|
| 79. Are TGSIs used in potentially hazardous situations? (AS1428.4.1 – Clause 2.1) Pedestrian crossings Platform edges Changes in direction Boarding points | <input type="checkbox"/> | <input type="checkbox"/> |
| 80. Does the signage have adequate illumination for day and night use? | <input type="checkbox"/> | <input type="checkbox"/> |
| 81. Does the signage include a map? | <input type="checkbox"/> | <input type="checkbox"/> |
| 82. Are take-away maps of the facility available? | <input type="checkbox"/> | <input type="checkbox"/> |
| Main entrance | | |
| 83. Is there a blended kerb outside the main entrance? If so are TGSIs used to indicate the delineation between the pedestrian and vehicle areas? (1428.4 – Clause 2.5 and Figure 2.5 (A)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 84. Are the TGSIs 600mm (± 10 mm) in depth along the full length of the blended kerb? (1428.4 – Clause 2.5 & Figure 2.5 (A) and (B)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 85. Do the TGSIs comply with the luminance contrast criteria of not less than 30 per cent contrast compared to the surrounding pavement? (AS1428.4.1 – Clause 2.2(b)) | <input type="checkbox"/> | <input type="checkbox"/> |

Entrances

Facility: _____

Date: _____

Assessor: _____

Relevant access requirements:

- **Disability (Access to Premises – Buildings) Standards**
- **The Guidelines on the Application on The Premises Standards**
- **AS1428.1 – 2009 – Design for access and mobility – New Building Work**
- **AS1428.2 – 1992 – Design for access and mobility – Building and Facilities (in part only as the majority of this standard has been merged with AS1428.1 – 2009, the remaining still applies on fixtures, fittings and fitments)**
- **AS 1428.4.1 – 2009 Design for access and mobility – Tactile Ground Surface Indicators (TGSi) for the orientation of people with vision impairment.**

Important points to consider:

- It is important that the checklist is not used as a sole reference and the most up-to-date copies of source documents are consulted.
- There should be a continuous accessible path of travel through the main entrance.
- The minimum clear opening of a doorway required is 850mm.
- If the entrance is a revolving door or turnstile, an alternate sliding or swing door shall be provided.
- Entrance doors should provide good wheelchair circulation on both sides.
- If a threshold at the entry is unavoidable, a threshold ramp with a maximum slope/gradient of 1:8 and a maximum length of 280mm and rise of 35mm should be provided with adequate circulation space at the threshold allowed.
- Doors should be easy to open with one hand and have lever or 'D'-shaped handles.

Circulation spaces

- | | |
|-----------------------------------|-----------------------|
| • Space for stationary wheelchair | AS1428.1 Clause 2 |
| • Circulation space for 180° turn | AS1428.1 Clause 6.5.3 |
| • Width of path of travel | AS1428.1 Clause 6.3 |
| • Walkways, ramps and landings | AS1428.1 Clause 10 |
| • Passing space for wheelchairs | AS1428.1 Clause 6.4 |
| • Vertical clearance | AS1428.1 Clause 6.2 |

Doorways

- Swinging doors AS1428 1 Clause 13.3.2
- Sliding doors AS1428 1 Clause 13.3.3
- Circulation spaces at doorways AS1428.1 Clause 13.3
- Sanitary facilities AS1428.1 Clause 15.2.9
- Urinals AS1428.2 Clause 15.5
- Shower recesses AS1428.1.Clause 15.5
- Baths AS1428.2 Clause 15.6 (f)
- Sanitary compartment for people with ambulant disabilities AS1428.1 Clause 16.3

| Entrances | Legend: <input checked="" type="checkbox"/> yes <input type="checkbox"/> no | | | | |
|---|---|--------------------------|--------------------------|--------------------------|--------------------------|
| Insert building levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 1. Is access provided through 50 per cent of public entrances? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Style of door to main entrance is : | | | | | |
| Revolving? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Hinged? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Sliding? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Automatic self-opening (preferred) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. If there is a revolving door or turnstile, is an alternative accessible hinged or sliding door provided? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Is the entrance door easy to open (no heavy closer or spring eg less than or equal to 20N? (AS1428.1—Clause 13.5.2 (e)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Is the entrance door width 850mm or greater? (AS1428.1—Clause 13.2) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

| Entrances | Legend: <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | | | | |
|---|---|--------------------------|--------------------------|--------------------------|--------------------------|
| Insert building levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Do the door handles provide an easy to use grip (AS1428.1 – Clause 13.5.2 (a)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Are the door handles operable with one hand? (AS1428.1 – Clause 13.5.2 (a) Figure 35 (A) and 35 (B)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Are the door handles at a height of 900–1100mm? (AS1428.1 – Clause 14.1 and Figure 37) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Are the door handles set out from the face of the door between 35–45mm (AS1428.1 – Clause 13.5.2 (b) and Figure 35) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Are the door handles of non-reflective material and have a contrasting colour to the background? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. If there are double doors, does the first leaf to be opened have a clear opening clearance of 850mm? (AS1428.2 – Clause 13.2) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. Is there a luminance contrast between: | | | | | |
| <ul style="list-style-type: none"> the door leaf and door jamb or | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <ul style="list-style-type: none"> the door leaf and adjacent wall or | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <ul style="list-style-type: none"> architrave and wall or | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <ul style="list-style-type: none"> door leaf and architrave or | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

| | | | | | |
|---|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| <ul style="list-style-type: none"> door jamb and adjacent wall <p>The minimum width of the luminance contrast shall be 50mm (AS1428.1 – Clause 13.1)</p> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <p>13. If the doors are glass and situated in a glass wall, identification with a continuous solid, not transparent 75mm wide contrasting strip across the full width of the doors and sidelights at a height between 900mm and 1000mm? (AS1428.1 – Clause 6.6)</p> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <p>14. Is the door threshold level? (no step, threshold, mat or weather strip)</p> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <p>15. If there is a threshold at the entrance or doorway, is there a ramp not more than 280mm in length, less than or equal to 35mm in height and greater than 1:8? (AS1428.1 – Clause 10.5)</p> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <p>16. Is there wheelchair circulation space on both (AS1428.1 – Clause 13.3)</p> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <p>17. Is there direct access from the entrance to the reception area?</p> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <p>18. If No, is there suitable signage providing clear directions?</p> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Interiors – general

Facility: _____

Date: _____

Assessor: _____

Relevant access requirements:

- **Disability (Access to Premises – Buildings) Standards**
- **The Guidelines on the Application on The Premises Standards**
- **AS1428.1 – 2009 – Design for access and mobility – New Building Work.**
- **AS1428.2 – 1992 – Design for access and mobility – Buildings and Facilities (in part only as the majority of this standard has been merged with AS1428.1 – 2009, the remaining sections still apply on fixtures, fittings and fitments).**
- **AS1428.4.1 – 2009 – Design for access and mobility – Tactile Ground Surface Indicators (TGSi) for the orientation of people with vision impairment.**

Important points to consider:

- It is important that the checklist is not used as a sole reference and the most up-to-date copies of source documents are consulted.
- Interiors should provide lighting that is even, non-glare and sufficient, and a continuous accessible path of travel to the front counter/reception as well as to the stairs/ramp/lift that provides access to other levels of the building.
- Directional signage should be clearly visible from the entrance, particularly if no reception facility is available.
- Signage should be clear and easy to read to assist people with intellectual, cognitive and sensory disabilities.
- Signage should provide access to information and directions to services.
- Furniture access (eg desks, counters, seating) should be considered.

Interiors – general

| Reception | Legend: <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | | | | |
|---|---|--------------------------|--------------------------|--------------------------|--------------------------|
| Insert building levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 1. Does the entrance provide direct unobstructed access to the reception/counter area? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Does the reception/counter/ticket booth provide a wheelchair-accessible area with a height of 830–870mm and leg clearance of 800–840mm underneath? (AS1428.2—Clause 24.1.1) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Is there sufficient depth for toe plate and leg clearance (AS1428.2—Clause 24.1.4) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Is there a “Hearing Augmentation Counter Card” on display? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Are staff available at reception areas to assist with providing information? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Is there seating provided in the reception area? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. If Yes, does the chair have armrests and a flat seat of height 450–520mm? (AS1428.2 – Clause 27.2) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Do the colours of the chairs have colour contrast with those of the flooring and walls? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Is the floor surface slip resistant? (AS1428.1 – Clause 7.1) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. If carpeted, is it a low-level pile of less than or equal to 6mm and underlay less than or equal to 4mm, a total of 10mm? (AS1428.1 – Clause 7.4.1 (a) and Figure 8) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Interiors – general

| Reception | Legend: <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | | | | |
|---|---|--------------------------|--------------------------|--------------------------|--------------------------|
| Insert building levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. Is the reception area well lit, non-glare and is the lighting even? (AS1428.2 – Clause 19) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. Are internal walkways a minimum of 1000mm wide? (AS1428.1 – Clause 6.3) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. Is a unisex accessible toilet provided? (see section on Toilets) (AS1428.1 – Clause 15) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Internal Stairs | | | | | |
| 14. Is there stair access between floors? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 15. Is there an alternative accessible route close to the stairs? (eg ramp, lift) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 16. Is each step of equal height and less than or equal to 190mm? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 17. Do the steps have a slip-resistant surface? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 18. Are all of the stair risers opaque and enclosed? (AS1428.1 – Clause 11.1c) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 19. Do the top front edges of the trends/goings have a contrasting strip of colour or texture with a minimum luminance contrast of 30 per cent of between 50–75mm in depth across the full width of the step? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Interiors – general

| Internal stairs | Legend: <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | | | | |
|---|---|--------------------------|--------------------------|--------------------------|--------------------------|
| Insert building levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 20. Are handrails provide on both sides? (AS1428.1 – Clause11.2(b)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 21. Do the handrails at the bottom extend at least one tread wide plus a minimum of 300mm from the last riser? (AS1428.1 – Clause 11.2 (d)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 22. Do the handrails at the top of the stairs extend horizontally for a minimum of 300mm from the last riser? (AS1428.1 – Clause 11.2 (d)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 23. Do the end of the handrails return back on themselves 180°, away to the side wall or turned downwards to the floor? (AS1428.1 – Clause 12 (g) and Figures 26 (C) and 26 (D)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 24. Is the handrail height between 865–1000mm above the step nosing? (AS1428.1 – Clause 11.2 (g) and 12 (d)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 25. Is there at least 600mm clearance above the handrail along its full length? (AS1428.1 – Clause 12 (h)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 26. Does the handrails have a minimum clearance of 50mm from any obstruction? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 27. Does the handrail stop and not encroach into required circulation spaces? (AS1428.1 – Clause 12 (a)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Interiors – general

| Internal stairs | Legend: <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | | | | |
|--|---|--------------------------|--------------------------|--------------------------|--------------------------|
| Insert building levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 28. Where the stairway is at the boundary, is it set back a minimum of 900mm to ensure correct handrail configuration and to allow the TGSIs to be within the boundary line? (AS1428.1 – Clause 10.4 (f) and Figure 26 (A)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 29. Where the stairway is at the intersection of a corridor, is it set back minimum of 400mm to ensure correct handrail configuration? (AS1428.1 – Clause 10.3 (g)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 30. Do the handrails have a diameter of 30–50mm? (AS1428.1 – Clause 12 (b)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 31. Is the top 270° arc free along the full length of the (AS1428.1 – Clause 12 (i) and Figure 29) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 32. Do stair handrails in an Aged Residential Facility where TGSIs have not been used have a domed button on top of the rail, (± 10 mm) from each end? (AS1428.4.1 – Clause 2.4 and BCA – D3.8 (c)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 33. Does the domed button have a diameter of between 12–15mm and a height of between 4–5mm? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 34. Are the handrails of non-reflective material and have a minimum luminance contrast of 30 per cent to the background? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Interiors – general

| Internal stairs | Legend: <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | | | | |
|--|---|--------------------------|--------------------------|--------------------------|--------------------------|
| Insert building levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 35. Are there any TGSIs at the top and bottom of each flight of stairs? (AS1428.4 – Clause 2.4) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 36. Are the TGSIs set back 300mm (±10mm) from the nosing or riser and extend across the full width of the stairs? (AS1428.4 – Clause 2.3.3.(c)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 37. Do the TGSIs have a minimum of 12 truncated cones in depth when being approached from an open area and a minimum of 6 truncated cones in depth when being approached from an enclosed area? (AS1428.1 (e) and (f) Figure 2.1) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 38. Do the TGSIs have the minimum luminance contrast of 0.3 or 30 per cent compared to the surrounding surface? (AS1428.4.1 – Clause 2.2 (b)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 39. If discrete or composite TGSIs are used do they meet the required higher luminance contrast levels of 45 per cent or 60 per cent respectively? (AS1428.4.1 – Clause 2.2 (b) (ii) and (iii)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Internal Ramps | | | | | |
| Are there any internal ramps? 40. If yes, do they have a slope/gradient where the ratio is 1:14 or greater? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Interiors – general

| Internal ramps | Legend: <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | | | | |
|---|---|--------------------------|--------------------------|--------------------------|--------------------------|
| Insert building levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 41. Do the 1:14 ramps have landings every nine metres? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 42. Do landings have a minimum length of 1200mm where there is no change in direction? (AS1428.1 – Clause 10.8.1 (a)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 43. Where there is a change in direction not exceeding 90° do landings have a minimum length of 1500mm and the internal corner truncated for a minimum of 500mm in both directions as shown in Figure 25 (B)? (AS1428.1 – Clause 10.8.1 (b)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 44. Where there is a change in direction of 180° on (AS1428.1 – Clause 10.8.1 (c)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 45. Do the ramps have kerbs on both sides? (AS1428.1 – Clause 10.3 (i)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 46. Do the ramps have handrails on both sides and (AS 1428.1 – Clause 10.3 (e) and (j)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 47. Is the rail height between 865–1000mm? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 48. Is there a clear 600mm above the handrail along (AS1428.1 – Clause 12 (h)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 49. Does the handrail have a minimum clearance of (AS1428.1 – Clause 12 (h)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Interiors – general

| Internal ramps | Legend: <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | | | | |
|--|---|--------------------------|--------------------------|--------------------------|--------------------------|
| Insert building levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 50. Does the handrail stop and not encroach into required circulation spaces? (as1428.1 – Clause 12 (a)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 51. Is the diameter of the handrail between 30mm and 50mm? (AS1428.1 – Clause 12 (b)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 52. Is the top 270° arc free along the full length of the (AS1428.1 – Clause 12 (b)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 53. Do the handrails extend a minimum of 300mm past itself for 180°, away to the side wall or turned downwards to the floor? (AS 1428.1 – Figures 26 (C) and 26 (D) and Clause 12 (g)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 54. If a ramp is curved does it have a minimum width of (AS1428.1 – Figure 20 and Clause 10.4 (d)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 55. Is the ramp surface slip resistant? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 56. Are there TGSIs at the top and bottom of the ramp of the transition points at the top and bottom of the ramp? (AS1428.4.1 – Clause 2.3.3 (c)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 57. Do the TGSIs extend across the full width of the (AS1428.4.1 – Clause 2.2.3 (a)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 58. Do the TGSIs have the minimum luminance contrast surface? (AS1428.4.1 – Clause 2.2 (b)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Interiors – general

| Internal ramps | Legend: <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | | | | |
|---|---|--------------------------|--------------------------|--------------------------|--------------------------|
| Insert building levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 59. If a discrete or composite TGSIs are used do they of 45 per cent or 60 per cent respectively? (AS 1428.4.1 – Clause 2.2 (b) (ii) and (iii)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 60. Do the TGSIs have a minimum of 12 truncated cones in depth when being approached from an open area and a minimum of six truncated cones in depth when being approached from an enclosed area? (AS1428.1 – Clause 10.3 (f) Figure 16 and 17 and AS 1428.4.1 Clause 2.3.3 (e) and (f)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Dining/Canteen | | | | | |
| 61. Is there a continuously accessible path of travel provided to the dining area/canteen? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 62. Is the food and drink counter accessible to people in wheelchairs? (height of 830–870mm and leg clearance of 800–840mm underneath?) (AS1428.2 – Clause 24.1.1) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 63. Is there sufficient depth for toe plate and knee clearance (AS1428.2 – Clause 24.1.4) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 64. Is pre-packaged food and drink from a vending machine in an easy-to-reach position (height 500–1200mm) (AS1428.2 – Clause 29.1) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Interiors – general

| Dining/canteen | Legend: <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | | | | |
|---|---|--------------------------|--------------------------|--------------------------|--------------------------|
| Insert building levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 65. Is there suitable wheelchair circulation between tables? (minimum 900mm preferred) (AS1428.2 – Clause 24.1.7) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 66. Do tables provide 710–840mm leg clearance beneath the unit and a table height of 730–870mm? (AS1428.2 – Clause 24.1.2) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 67. Is a unisex accessible toilet provided? (see section on Toilets) (AS1428.1 – Clause 15) If the answer is “No” where is the nearest one located? _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 68. Does the emergency exit provide a continuously accessible path of travel away from the building? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Interiors – general

Relevant access requirements:

- **Disability (Access to Premises – Buildings) Standards**
- **The Guidelines on the Application on The Premises Standards**
- **AS1428.1 – 2009 – Design for access and mobility – New Building Work.**
- **AS1428.2 – 1992 – Design for access and mobility – Buildings and Facilities (in part only as the majority of this standard has been merged with AS1428.1 – 2009, the remaining sections still apply on fixtures, fittings and fitments)**

Important points to consider:

- It is important that the checklist is not used as a sole reference and the most up-to-date copies of source documents are consulted.
- Signage should be clear and easy to read to assist people with intellectual, cognitive and sensory disabilities.
- Signage should provide access to information and directions to services.

| Internal signage | Yes | No |
|--|--------------------------|--------------------------|
| 69. Is signage located at the following: | | |
| Entrances | <input type="checkbox"/> | <input type="checkbox"/> |
| Reception desks | <input type="checkbox"/> | <input type="checkbox"/> |
| Changes of direction | <input type="checkbox"/> | <input type="checkbox"/> |
| 70. Does the signage give directional information about buildings, augmentation and services? (AS1428.1 – Clause 8.1) | <input type="checkbox"/> | <input type="checkbox"/> |
| 71. Does the signage give general information about the buildings, facilities and services? | <input type="checkbox"/> | <input type="checkbox"/> |
| 72. Is there sufficient signage to allow a person to move independently around the buildings and facilities? (AS1428.1 – Clause 8.2.1 (d)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 73. Where signage cannot be located at a height of between 1200–1600mm, is it above a height of 2000mm? (AS1428.2 – Clause 17.4) | <input type="checkbox"/> | <input type="checkbox"/> |
| 74. Do the size of the letters for signs 2000mm AFL/AGL comply with the recommended sizes for people with disability, eg. 17.5mm for each metre of viewing distance? | <input type="checkbox"/> | <input type="checkbox"/> |

Interiors – general

| Internal signage | Yes | No |
|---|--------------------------|--------------------------|
| 75. Is information provided in raised tactile lettering? | <input type="checkbox"/> | <input type="checkbox"/> |
| 76. Is information provided in Braille? | <input type="checkbox"/> | <input type="checkbox"/> |
| 77. Is the preferred font style used for printing? (AS1428.1 – Clause 8.1 (a) (ii)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 78. Does the colour of the letters provide a minimum luminance contrast of 30 per cent with the background colour? (BCA Specification D3.6 -2.3 (c)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 79. Are the signs made of a non-reflective material? | <input type="checkbox"/> | <input type="checkbox"/> |
| 80. Does the signage contain appropriate graphics? (recognised international symbols preferred) (AS1428.1 – Clause 8.2.1 and AS 1428.2 – Clause 16) | <input type="checkbox"/> | <input type="checkbox"/> |
| 81. Where the symbol for access is used, does it comply with the international standard in style, colour and layout? (AS1428.1 – Clause 8.2) | <input type="checkbox"/> | <input type="checkbox"/> |

| Emergency exits and evacuations | Legend: / yes X no | | | | |
|---|---------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Insert building levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 82. Are audible alarms provided in this building/facility? (AS1428.2 – Clause 18.2.2) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 83. Are visual alarms provided in this building/facility? (AS1428.2 – Clause 18.2.3) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 84. Are safe havens provided for people with mobility difficulties on levels above the main entrance level? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 85. Is training provided to your fire warden on assisting people with disability in emergency situations? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Interiors – general

| Emergency exits and evacuations | Legend: <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | | | | |
|--|---|--------------------------|--------------------------|--------------------------|--------------------------|
| Insert building levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 86. Does your emergency plan/procedures include instructions for safe placement/evacuation and identification of people with disability who will require assistance? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 87. Is there a continuous accessible path of travel from the set-down area/transport stop to the facility entrance? (AS1428.1 Clause 7 and BCA Clause 3.2 (c)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Lifts

Facility: _____

Date: _____

Assessor: _____

Relevant access requirements

- **Disability (Access to Premises – Buildings) Standards**
- **The Guidelines on the Application on The Premises Standards**
- **AS1428.1 – 2001 – Design for access and mobility – New Building Work.**
- **AS1428.2 – 1992 – Design for access and mobility – Buildings and Facilities (in part only as the majority of this standard has been merged with AS1428.1 – 2009, the remaining sections still apply on fixtures, fittings and fitments).**
- **AS1735.12 – 1999 – Lifts, escalators and moving walks.**

Important points to consider:

- It is important that the checklist is not used as a sole reference and the most up-to-date copies of source documents are consulted.
- Lifts are essential for people with disability to have access to all levels of the facility. Consideration needs to be given to door width, lift size and control button style and height.
- For people with sensory disabilities (hearing and vision impairment), auditory, tactile and visual considerations are important (eg luminance contrast, glare, font size and type of controls/instructions).

| Lifts | | Legend: <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | | | |
|---|--------------------------|---|--------------------------|--------------------------|--------------------------|
| Insert building levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 1. Is there a lift available to all floors? (AS1428.2 – Clause 12) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Is it clearly signposted from the entrance area? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Is each floor level clearly signed (visual and tactile) on lift entrance frame? (AS1735.12 – Appendix 8.5(a)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Are the external control buttons at a height of 900–1200mm? (AS1735.12 – Clause 7.3.1) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Lifts

| Lifts | | Legend: / yes <input checked="" type="checkbox"/> no | | | |
|---|--------------------------|--|--------------------------|--------------------------|--------------------------|
| Insert building levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Is the lift door width a minimum of 900mm clear opening? (AS1735.12 – Clause 2.2) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

| Lifts | Yes | No |
|---|--------------------------|--------------------------|
| 6. Is the travel \geq or equal to 12m (except a platform lift) or the floor area \geq or equal to 1100mm wide x 1400mm depth. | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Travel \geq or equal to, is the floor area less than 1400mm wide x 1600m depth? | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. If used, does the stair platform lift (SPL), have a floor area \geq or equal to 810mm wide x 1200mm depth? | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Is handrail of minimum length 600mm provided in the lift? (AS1735.12 – Clause 5.3) (not required in SPL) | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Are the handrails in colour contrast to the walls? | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. Are handrails within 500mm of a control panel? (AS1735 – Part 12 – Clause 5.3.1) | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. Are handrails between 30mm–50mm in diameter? (AS1735 – Part 12 – Clause 5.3.2(a)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. Is the top 270° arc free along the full length of the handrail with no obstruction within 15mm? (AS1735 – Part 12 – Clause 5.3.2(e)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. Is the top of the handrail between 850–950mm above the floor? (AS1735—Part 12—Clause 5.3.2(d)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 15. Is there a minimum clearance of 50mm from the handrail to the wall? (AS1735 – Part 12 – Clause 5.3.2(g)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 16. Are any clearances behind the handrail of less than 50mm filled in? (AS1735 – Part 12 – Clause 5.3.2(g)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 17. Are the internal walls of the lift of a non-reflective material? | <input type="checkbox"/> | <input type="checkbox"/> |
| Lifts | <input type="checkbox"/> | <input type="checkbox"/> |
| 18. Are the internal control buttons at a height of between 900–1200mm AFL? (AS1735.12 – Clause 7.3.1) | <input type="checkbox"/> | <input type="checkbox"/> |
| 19. Are the control buttons raised and illuminated to assist a person with impaired vision? (AS1735.12 – Clause 8.2, 8.3 and 8.4) | <input type="checkbox"/> | <input type="checkbox"/> |
| 20. Do all buttons with the exception of the stop | <input type="checkbox"/> | <input type="checkbox"/> |

Lifts

| | | |
|--|--------------------------|--------------------------|
| button and the communication button have: <ul style="list-style-type: none"> • contrasting characters not less than 10mm high • Braille equivalent adjacent to or on the button • tactile characters not less than 12mm high adjacent (AS1735 – Part 12 – Clause 8.3) | | |
| 21. Are there movement detection beams on the doors? | <input type="checkbox"/> | <input type="checkbox"/> |
| 22. Are the emergency procedures clearly identified in the event of a lift malfunction? | <input type="checkbox"/> | <input type="checkbox"/> |
| 23. Is the emergency telephone easy to access and use? | <input type="checkbox"/> | <input type="checkbox"/> |
| 24. Is there an audible announcement provided where lifts travel over two floors? (oral announcement or bell) (AS1735.12 – Clause 8.5 (b)) | <input type="checkbox"/> | <input type="checkbox"/> |

Toilets

Facility: _____

Date: _____

Assessor: _____

Relevant access requirements:

- **Disability (Access to Premises – Buildings) Standards**
- **The Guidelines on the Application on The Premises Standards AS1428.1 – 2009 – Design for access and mobility – New Building Work**

Important points to consider:

- It is important that the checklist is not used as a sole reference and the most up-to-date copies of source documents are consulted.
- Accessible toilets will allow people with a wide range of disability to be independent.
- The first toilet in every building should be a unisex accessible facility accessed via a non-gender specific area.
- The next toilets are to be ambulant accessible facilities that are accessed via a gender specific area in the male and female facilities.
- Unisex accessible toilets are preferable to separate male and female accessible toilets, to enable partners and carers of the opposite gender to assist if required.
- Accessible toilet cubicles should provide unobstructed circulation space.
- Toilet pan, basin and handrails should be positioned at correct heights and locations.
- Hand basins are required to be located inside the accessible cubicle.
- Ambulant accessible toilets are an alternative for people with disability who do not require the larger accessible toilet.
- Sole occupancy units require different dimensioning for basins in sanitary facilities.

Toilets

No. of standard toilets: female _____ male _____ unisex _____

No. of accessible toilets: female _____ male _____ unisex _____

Toilets

| Unisex accessible facilities | Legend: <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | | | | |
|---|---|--------------------------|--------------------------|--------------------------|--------------------------|
| Insert building levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 1. Is a toilet designated as wheelchair accessible available in the building/facility? If not, how far is the nearest one? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Is there a continuously accessible path of travel from the set-down area/transport stop to the facility entrance? (AS1428.1 – Clause 7 and BCA Clause D3.2 (c)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Is the toilet signposted with the international access symbol? (AS1428.1 – Clause 14) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Is the accessible toilet unisex? Not through a gender specific area (AS1428.1 – Clause 15.2) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. If there is an airlock, is there a minimum of 1450mm between the doors or the leading edge of either door if it opens into the airlock? (AS1428.1 – Clause 13.4 and Figure 34) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Is the door opening width 850mm or greater when (AS1428.1 – Clause 13.2) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Does the door have an “occupied” indicator and can it be opened from the outside in an emergency? (AS1428.1 – Clause 15.2.9(b)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Toilets

| Unisex accessible facilities | Legend: <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | | | | |
|---|---|--------------------------|--------------------------|--------------------------|--------------------------|
| Insert building levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 8.Can the door be unlocked and opened by one hand by a snib catch that has a minimum length of 45mm from the centre of the spindle? (AS1428.1 – Clause 15.2.9 (b)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 9.Is there sufficient circulation space on both sides of the door for accessing the latch mechanism? (AS1428.1 – Clause 13.3) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Are all door handles between 900–1100mm above the floor level? (AS1428.1 – Clause 13.5.3 (a)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. Is the clearance between the inside edge of the handle between 35mm and 45mm to the face of the door? (AS1428.1 – Clause 13.5.2) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. Is the door handle a 'D' type lever handle that will enable the opening of the door with one hand? (AS1428.1 – Clause 13.5.2 (a)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. Do the door handles have a minimum luminance contrast to the background? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. If the door opens inwards, is the circulation space large enough for a person in a wheelchair to shut the door once inside? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Toilets

| Unisex accessible facilities | Legend: <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | | | | |
|---|---|--------------------------|--------------------------|--------------------------|--------------------------|
| Insert building levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 15. Is there a 1400mm space in front of the pan? (100mm of the 1200mm is allowed under the basin) (This allows front transfers from a wheelchair) (AS1428.1 – Figure 43) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 16. Is there 1250mm at one side of the pan? (This allows side transfers from a wheelchair) (AS1428.1 – Figure 43) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 17. Is the seat height between 460–480mm? (AS1428.1 – Figure 41) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 18. Is the front of the pan 800mm +/-10mm from the rear wall? (AS1428.1 – Figure 39) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 19. Is there a grab-rail next to the toilet at a height of 800–810mm high? (AS1428.1 – Clause 15.2.7 and Figure 42) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 20. Is there a rail behind the toilet at 800–810mm (AS1428.1 – Clause 15.2.7 and Figure 42(b)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 21. Can the toilet paper be easily reached? (forward) (AS1428.1 – Clause 15.2.6 and Figure 41) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 22. Is the flushing control within easy reach and easy to operate? (maximum height 1100mm) (AS1428.1 – Clause 15.2.5 and Figure 40) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Toilets

| Unisex accessible facilities | Legend: <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | | | | |
|---|---|--------------------------|--------------------------|--------------------------|--------------------------|
| Insert building levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 23. Is there a basin in the toilet cubicle and outside the required pan circulation area? (AS1428.1 – Clause 15.3.1 and Figure 43) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 24. Is the basin located not closer than 1400mm to the pan? (AS1428.1 – Figure 43) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 25. Is there sufficient toe plate and leg room under the basin, as well as knee/toe clearance of 300mm minimum from floor? (AS1428.1 – Figure 44 (A) and 44 (B)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 26. Does the basin have knee space underneath? (AS1428.1 – Figure 44 (A) and 44 (B)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 27. Are the tap handles lever, sensor type or similar? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 28. Are the taps clearly identified as hot and cold (colour/tactile) with the hot on the left? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 29. Is there a common outlet for the hot and cold water? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 30. Is the mirror a vertical mirror and not an angled mirror? (AS1428.1 – Clause 15.4.1) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Toilets

| Unisex accessible facilities | Legend: <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | | | | |
|--|---|--------------------------|--------------------------|--------------------------|--------------------------|
| Insert building levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 31. If a mirror is provided above the basin, does it have than 900mm above the floor and not less than 1850mm above the plane of the finished floor? (AS1428.1 – Clause 15.4.1) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 32. If a second mirror is provided does it extend from a height not less than 600mm above the floor and up to a minimum of not less than 1850mm? (AS1428.1 – Clause 15.4.1) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 33. Are hand dryers, soap dispensers, shelves etc (AS1428.1 – Clause 15.4.2 and 15.4.3) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 34. Are light switches provided at a height between 900–1100mm? (AS1428.1 – Clause 14.1) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 35. Is there a coat hook between 1200–350mm above the floor? And not less than 500mm from an internal corner? (AS1428.1 – Clause 15.4.4) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 36. If a baby change table is provided is it outside the required circulation spaces? (AS1428.1 – Clause 15.2.8.2) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 37. Does the baby change table have the handle to open it below 1100mm above the floor level? (AS1428.1 – Clause 14.1) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 38. Is the top of the baby change table under 820mm above the floor level? (AS1428.1—Clause 15.2.8.2) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Toilets

| Unisex accessible facilities | Legend: <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | | | | |
|---|---|--------------------------|--------------------------|--------------------------|--------------------------|
| Insert building levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 39. Is there a minimum clearance under the baby change (AS1428.1 – Clause 15.2.8.2) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 40. Has a backrest been provided on the pan with an angle between 95–100° and height up to 875mm? (AS1428.1 – Clause 15.2.4 and Figure 39 and 40) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Ambulant accessible facilities | | | | | |
| 41. Is there one cubicle in each male and female toilet facility for use by people with ambulant disabilities? (AS1428.1 – Clause 16.1) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 42. Is there a continuous accessible path of travel from the set down area/transport stop to the facility entrance? (AS1428.1 – Clause 7 and BCA Clause D3.2 (c)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 43. Is the toilet signposted with the ambulant access symbol? (AS1428.1 – Clause 8.1 and Figure 9) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 44. Is the door opening width 700mm or greater when open? (AS1428.1 – Clause 16.3) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 45. Does the door have an “occupied” indicator and can it be opened outside in an emergency? (AS1428.1 – Clause 16.3) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Toilets

| Unisex accessible facilities | Legend: <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | | | | |
|--|---|--------------------------|--------------------------|--------------------------|--------------------------|
| Insert building levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 46. Can the door be unlocked and opened by one hand? (AS1428.1 – Clause 16.3) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 47. Is there sufficient circulation space on both sides of (AS1428.1 – Figure 53 (b)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 48. Are the door handles colour contrasting to their background? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 49. Is there a 900mm space in front of the pan? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 50. Is there a coat between 1200–1350mm (AS1428.1 – Clause 16.5) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 51. Are there grab-rails on either side of the toilet at 800–810mm high? (AS1428.1 – Clause 16.2 and Figure 53) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 52. Can the toilet paper be easily reached? (forward) (AS1428.1 – Figure 53 (a)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Sole occupancy accessible facilities

These in most respects can be the same as public facilities, however the basins are to be in accordance with Clause 15.3.2 and Figure 45.

Utilities

Facility: _____

Date: _____

Relevant access requirements:

- **Disability (Access to Premises – Buildings) Standards**
- **The Guidelines on the Application on The Premises Standards**
- **AS1428.1 – 2009 – Design for access and mobility – New Building Work**
- **AS1428.2 – 1992 – Design for access and mobility – Building and Facilities (in part only as the majority of this standard has been merged with AS1428.1 – 2009, the remaining sections still apply on fixtures, fittings and fitments).**
- **AS1428.4.1 – 2009 – Design for access and mobility – Tactile Ground Surface Indicators (TGSi) for the orientation of people with vision impairment.**

Important points to consider:

- It is important that the checklist is not used as a sole reference and the most up-to-date copies of source documents are consulted.
- Accessible public telephones are essential for people with disability who rely on others for assistance, particularly for transport.
- Accessible telephones should be provided both internally and externally to buildings, should be adjacent to other public telephones and should be located on main access ways.
- Free-standing drinking fountains provide better access than recessed ones. Controls need to be at the front of the unit and be operable with one hand.
- Vending machines should be placed so that they do not obstruct access routes. The control buttons need to be in the height range of 500–1200mm.
- All utilities should be provided on even ground and in well-lit areas.

Utilities

| Telephones | Legend: <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | | | | |
|--|---|--------------------------|--------------------------|--------------------------|--------------------------|
| Insert building levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 1. Is a public telephone available? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Is there a continuously accessible path of travel from the set down area/transport stop to the facility entrance? (AS1428.1 – Clause 6.3) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Does the public telephone have a telephone typewriter | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Is the telephone and surrounding area on a level surface, ie maximum gradient of 1:40? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Is there a clear circulation area in front of the telephone? (AS1428.2 – Clause 30.1.10) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. If the telephone is in a booth, is the minimum clear opening of the doorway 850mm or greater? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Are the highest operable parts of the telephone (AS1428.2 – Clause 30.1.3) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Does the telephone have push-button controls? (AS1428.2 – Clause 30.1.6) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Does the telephone have large print numbers? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Are telephone directories available? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. Is there a bench area to set down and use the telephone directory? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. Do the toe plate and knee room under the bench: have a clear height of 640–650mm? (AS1428.2 Figure 35) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Utilities

| Telephones | Legend: <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | | | | |
|---|---|--------------------------|--------------------------|--------------------------|--------------------------|
| Indicate building levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. Is area around the telephone well lit and is the lighting even? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. Is the handset cord length 735mm or greater? (AS1428.2 – Clause 30.1.8) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 15. Does the phone have a volume control? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 16. Does the telephone have phone card facilities? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 17. Is a seat available for telephone users? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Drinking fountains | | | | | |
| 18. Are drinking fountains provided in the building/facility? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 19. Is there an accessible drinking fountain provided? (ie water outlet 800–850mm high and at front of unit) (AS1428.2 – Figure 33) (775-800mm preferred) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 20. Is leg clearance of 640–650mm provided under the fountain? (AS1428.2 – Figure 33) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 21. Is the depth of toe plate and knee space between 490mm and 500mm? (AS1428.2 – Figure 33) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 22. Is the surface around the foundation firm and level? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 23. Are the controls positioned in an accessible position – either centre front or to the side? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Utilities

| Drinking fountains | Legend: <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | | | | |
|--|---|--------------------------|--------------------------|--------------------------|--------------------------|
| Indicate building levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 24. Are the controls operable by one hand? If a push button, does it have a maximum force of 19.5N? (AS1428.3 – Clause 27.3.3) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 25. Is there a wheelchair circulation area immediately in front of the water outlet? (2450mm x 2450mm) (AS1428.2 – Clause 6.3) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Vending machines | | | | | |
| 26. Are vending machines provided in the facility? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 27. Is the height of all operative components between 500mm and 1200mm? (AS1428.2 – Clause 29.1) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 28. Can the controls clearly be identified by both touch and sight? (raised buttons with luminance contrast) (AS1428.2 – Clause 29.2) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 29. Is there a wheelchair circulation area immediately in front of the vending machine? (2450mm x 2450mm) (AS14.2 – Clause 6.3) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Community halls

Facility: _____

Date: _____

Assessor: _____

Relevant access requirement

- **Disability (Access to Premises – Buildings) Standards**
- **The Guidelines on the Application on The Premises Standards**
- **AS 1428.1 – 2009 Design for access and mobility – New Building Work**
- **AS 1428.2 – 1992 – Design for access and mobility – Building and Facilities (in part only as the majority of this standard has been merged with AS1428.1 – 2009, the remaining sections still apply on fixtures, fittings and fitments).**
- **AS1428.4.1 – 2009 Design for access and mobility – Tactile ground surface indicators (TGSi) for the orientation of people with vision impairment.**

Important points to consider:

- It is important that the checklist is not used as a sole reference and the most up-to-date copies of source documents are consulted.
- Seating is moveable.
- Provision of a hearing augmentation system for people with hearing impairments.
- Access to a stage area for wheelchair users.

| Community halls | Yes | No |
|--|--------------------------|--------------------------|
| 1. If seating is available, is it moveable? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Is there a stage in the hall? (If Yes, refer to External Access section on pathways/ramps and steps) | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Are handrails available on the steps or ramp? (refer to section on ramp details) | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Are there change-rooms? | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Is there a continuous accessible path of travel from the set down area/transport stop to the facility entrance? (AS1428.1 – Clause 6.3) | <input type="checkbox"/> | <input type="checkbox"/> |

Community halls

| Community halls | Yes | No |
|---|--------------------------|--------------------------|
| 6. Is the change-room large enough to allow ease of movement for people using wheelchairs? (2450mm x 2450mm minimum) (AS1428.2 – Clause 6.3) | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Is there an integrated amplification system other than one used for emergency purposes? If so, an audio loop must be provided. (AS1428.1 – Clause 16 and AS1428.2 – Clause 21.1) | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. If an audio loop is available is a sign indicating its location and area serviced clearly visible at the main entrance to the assembly area? (AS1428.1 – Clause 8.2.2 and AS1428.2 – Clause 21.1) | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Is the flooring safe for all users of the hall? (eg slip resistant for people with poor mobility and those using wheelchairs). | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Are there toilets available in the facility? | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. If Yes, is there a unisex toilet available? (see section on Toilets) | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. If Yes, is it clearly signposted from the entry area? | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. Does the emergency exit provide a continuous accessible path of travel away from the building? | <input type="checkbox"/> | <input type="checkbox"/> |

Exhibition spaces

Facility: _____

Date: _____

Assessor: _____

Relevant access requirements:

- **Disability (Access to Premises – Buildings) Standards**
- **The Guidelines on the Application on The Premises Standards**

Important points to consider:

- It is important that the checklist is not used as a sole reference and the most up-to-date copies of source documents are consulted.
- There ought to be alternative communication systems to assist a wider range of people to access services.
- Regular seating needs to be provided along access routes.
- Clear, easy-to-read signage to facilities and exhibits should be provided to assist people with vision and hearing impairments.

| | Legend: <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | | | | |
|--|---|--------------------------|--------------------------|--------------------------|--------------------------|
| Indicate building levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 1.Are there alternative information systems available (eg maps, audio system, brochures with large print and Braille?) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Are guided tours available if required? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Is there suitable signage to indicate exhibitions (see section on internal signage) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4.Is there suitable signage on the individual exhibits? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5.Are exhibits and their signage well lit, and is the (AS1428.2 – Clause 19) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Exhibition spaces

| | Legend: <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | | | | |
|---|---|--------------------------|--------------------------|--------------------------|--------------------------|
| Indicate building levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Is there suitable circulation areas between exhibits – 1200mm minimum width? (AS1428.2 – Clause 6.4) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Is compliant seating available at minimum intervals of (AS1428.2 – Clause 7(e)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. If “yes”, do the chairs have armrests and a flat seat (AS1428.2 – Clause 27.2) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Is there a gift shop? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. If “yes”, is there a continuously accessible path of travel to it? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Recreation/sporting venues

Facility: _____

Date: _____

Assessor: _____

Relevant access requirements:

- **Disability (Access to Premises – Buildings) Standards**
- **The Guidelines on the Application on The Premises Standards**
 - **AS 1482.1 – 2001 – Design for access and mobility – New Building Work.**
 - **AS 1428.2 – 1992 – Design for access and mobility – Building and Facilities (in part only as the majority of this standard has been merged with AS1428.1 – 2009, the remaining sections still apply on fixtures, fittings and fitments).**

Important points to consider:

- It is important that the checklist is not used as a sole reference and the most up-to-date copies of source documents are consulted.
- All areas of the facility – courts, pools, spectator areas, food areas, change facilities and toilets – should be accessible.
- Provision of an accessible shower cubicle/change-room.
- Provision of wheelchair access to spectator areas.
- Provision of suitable scoring systems should be provided for people with vision and hearing impairments.

| Swimming pool | Yes | No |
|---|--------------------------|--------------------------|
| 1. Is there level access to the poolside from the entry? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Are there slip-resistant floor surfaces surrounding the pool? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Is there colour to provide a minimum luminance contrast of 30 per cent around the edge of the pool? | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. What type of entry is there to the pool (eg vertical steps, standard steps, ramp “beach access”)? _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Are there handrails available at the entry point? | <input type="checkbox"/> | <input type="checkbox"/> |

Recreation/sporting venues

| Swimming pool | Yes | No |
|--|--------------------------|--------------------------|
| 6. Are there rails around the perimeter of the pool for use when in the water? | <input type="checkbox"/> | <input type="checkbox"/> |
| Change/shower area | | |
| 7. Is there a designated shower cubicle for people using wheelchairs? | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Do all shower doorways have a clear opening of 850mm? (AS1428.1 – Clause 13.2) | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Is the shower cubicle a minimum size of 1600mm x 2350mm? (AS1428.2—Figure 47) | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Is the shower recess accessible with no hob or step? (AS1428.1 – Clause 15.5.2 (a)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. Are there grab rails available? (AS1428.1 – Clause 15.5.4) | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. Is a seat provided in the shower recess at a height of 470–480mm? (AS1428.1 – Clause 15.5.9 and Figure 47 and 48) | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. Is there a maximum of 40mm between the end wall of the shower recess and the seat? (AS1428 – Figure 47) | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. Is the seat 390–400mm in width and 1000mm minimum length? (AS1428.1 – Figures 47) | <input type="checkbox"/> | <input type="checkbox"/> |
| 15. Is a mobile shower chair provided? (AS1428.2 – Clause 15.4(a)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 16. Is a hand-held shower within reach when seated? (AS1428.1 – Clause 15.5.6 (d)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 17. Is the floor slip resistant? | <input type="checkbox"/> | <input type="checkbox"/> |
| 18. Are the tap handles lever or capstan (+) style? (AS1428.1 – Clause 15.5.8 and 15.2.1) | <input type="checkbox"/> | <input type="checkbox"/> |
| 19. Is the hot tap above the cold tap or is it on the left of the cold tap? (AS1428 – Clause 15.2.1(c) – Figure 48) | <input type="checkbox"/> | <input type="checkbox"/> |

Recreation/sporting venues

| Swimming pool | Yes | No |
|--|--------------------------|--------------------------|
| 20. Are all controls between 900mm and 1100mm above the level of the shower floor? (AS1428.1 – Figure 48) | <input type="checkbox"/> | <input type="checkbox"/> |
| 21. Are there clothes-hanging hooks 1200–1350mm high and not less than 500mm from any internal corner? (AS1428.1 – Clause 15.5.1 (b)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 22. Is there a fold-up change table available? (Between 480–500mm recommended) (AS1428.2 – Clause 24.3(b)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 23. Is there an accessible toilet available in the change area? (see section on toilets) | <input type="checkbox"/> | <input type="checkbox"/> |
| Spectator facilities | | |
| 24. Is a continuously accessible path of travel and sufficient space provided for people using wheelchairs to sit with partners, friends, etc in standard spectator area? (AS1428.1 – Clause 18.1 and AS1428.2 – Clause 26.1) | <input type="checkbox"/> | <input type="checkbox"/> |
| 24. Is a continuously accessible path of travel and sufficient space provided for people using wheelchairs to sit with partners, friends, etc in standard spectator area? (AS1428.1 – Clause 18.1 and AS1428.2 – Clause 26.1) | <input type="checkbox"/> | <input type="checkbox"/> |
| 25. Are positions provided in various locations for people using wheelchairs? (multiple locations and no more than two adjacent spaces at any one location) (AS1428.1 – Clause 18.1) | <input type="checkbox"/> | <input type="checkbox"/> |
| 26. Are positions located to allow comparable lines of sight to the general viewing areas? (AS1428.1 – Clause 18.1 (b)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 27. Are wheelchair spaces a minimum of 800mm wide? (AS1428.1 – Figure 54 (A)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 28. Do the wheelchair spaces have a minimum depth of 1900mm? (AS1428.1 – Figure 54 (C)) | <input type="checkbox"/> | <input type="checkbox"/> |

Recreation/sporting venues

| | | |
|--|--------------------------|--------------------------|
| | | |
| 29. Is the scoring auditory as well as visual? | <input type="checkbox"/> | <input type="checkbox"/> |

Transport facility

Facility: _____

Date: _____

Assessor: _____

Relevant access requirements:

- **Disability (Access to Premises – Buildings) Standards**
- **The Guidelines on the Application on The Premises Standards**
 - **AS1428.1 – 2001 – Design for access and mobility – New Building Work.**
 - **AS1428.4 – 2002 – Design for access and mobility – Building and Facilities (in part only as the majority of this standard has been merged with AS1428.1 – 2009, the remaining sections still apply on fixtures, fittings and fitments).**
 - **AS1428.4.1 – 2009 Design for access and mobility – Tactile ground surface indicators (TGSi) for the orientation of people with vision impairment.**

Important points to consider:

- It is important that the checklist is not used as a sole reference and the most up-to-date copies of source documents are consulted.
- Provision of accessible ticket retail outlets and machines with clear, easy-to-read instructions.
- Continuously accessible path of travel.
- Provision of suitable visual and auditory information.
- Provision of tactile indicators on access ways for people with visual impairment.

| Includes platforms and jetties | Yes | No |
|--|--------------------------|--------------------------|
| 1. Is there a continuously accessible path of travel from the ticket-purchase area to the arrival/departure point? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Is the route to the facility confusing for a person who is blind or vision impaired? If so, are there TGSIs available to the arrival/departure point? (AS1428.4.1 – Clause A3.2) | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Does the edge of the arrival/departure point have ground tactile indicators? (AS1428.4.1 – Clause A3.2) | <input type="checkbox"/> | <input type="checkbox"/> |

Transport facility

| Includes platforms and jetties | Yes | No |
|---|--------------------------|--------------------------|
| 4. Are the TGSIs set back 600–900mm from the edge of the platform/wharf and have a minimum depth of a minimum of 12 truncated cones 600mm? (AS1428.4 – Figure A3.3) | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Do the TGSI's comply with the required luminance contrast criteria? (AS1428.4 – Clause 2.2(b)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Are staff available for enquires regarding departure/ arrival times and general enquires? | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Is there accessible timetable information available at the arrival/departure point? (see Information checklist) Written information Auditory information | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Do the timetable and other information sources comply with the signage criteria? (see section on Signage) | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Is there seating available at the arrival/departure point? (refer to general section on Interiors—General) | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Are ticket machines accessible? (see section on Transport/Car-parking) | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. Are ticket retail outlets accessible? (see general section on Interiors—General) | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. Is there a continuously accessible path of travel into all major facilities in the complex, for example shops, eating places? (see section on External Access) | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. If transport by boat, does the linking ramp have appropriate gradient? (see section on Pathways/Ramps) | <input type="checkbox"/> | <input type="checkbox"/> |

Educational facilities

Facility: _____

Date: _____

Assessor: _____

Relevant access requirements:

- **Disability (Access to Premises – Buildings) Standards**
- **The Guidelines on the Application on The Premises Standards**
- **AS1428.1 – 2001 Design for access and mobility – New Building Work**
- **AS1428.2 – 1992 Design for access and mobility – Building and Facilities (in part only as the majority of this standard has been merged with AS1428.1 – 2009, the remaining sections still apply on fixtures, fittings and fitments).**
- **AS1428.4.1 – 2009 Design for access and mobility – Tactile ground surface indicators (TGSi) for the orientation of people with vision impairment.**

Important points to consider:

- It is important that the checklist is not used as a sole reference and the most up-to-date copies of source documents are consulted.
- A continuously accessible path of travel should be available in and within the building and facilities.
- Provision of seating should allow integrated wheelchair access.
- Access to podium area or stage for wheelchair users.

| Lecture theatres/auditoriums | Legend: <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | | | | |
|---|---|--------------------------|--------------------------|--------------------------|--------------------------|
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Indicate building levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 1. Is there wheelchair access to the following parts of the theatre? | | | | | |
| Front | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Back | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Are positions provided in various locations for people using wheelchairs? (AS1428.1 – Clause 18.1) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Are positions located to allow comparable lines of sight to those of the general viewing areas? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Educational facilities

| | | | | | |
|---|--|--------------------------|--------------------------|--------------------------|--------------------------|
| (AS1428.1 – Clause 18.1 (b)) | | | | | |
| Lecture theatres/auditoriums | Legend: / <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | | | | |
| | | | | | |
| Indicate building levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Are wheelchair spaces a minimum of 800mm wide? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Do the wheelchair spaces have a minimum depth of 1900mm? (AS1428.1 – Clause 18.3 and Figure 54 (C)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Is there a continuously accessible path of travel to the podium or stage? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Can all controls for sound, lighting, microphones and audio-visual equipment be controlled from the podium? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Is there an integrated amplification system other than one used for emergency purposes? If so, an assistive listening device must be provided. (BCA – Clause D3.7 (a)) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. If an audio loop is available, is a sign indicating its location and area serviced clearly visible at the main entrance to the assembly area? (AS1428.2 – Clause 8.2.2) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Where writing facilities are available to the general students, do people in wheelchairs have access to similar facilities? (See Interiors – general for dimensioning and clearances) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Educational facilities

| Classrooms/laboratories | | Legend: <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | | | |
|---|--------------------------|--|--------------------------|--------------------------|--------------------------|
| Indicate building levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. Is there a continuously accessible path of travel to all key functional areas of the room? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. Can the desks be moved? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. If not, can sufficient space be made available for people using wheelchairs to use a desk? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. Are there height-adjustable desks available? (AS1428.2 – Clause 24.1) (height range of 700–850mm recommended) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 15. Is there an assistive listening device available? (portable or built-in) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 16. Do the benches have a fixed position and height? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 17. Is there an accessible bench provided for people using wheelchairs? (AS 1428.2 – Clause 24) (height of 830–870mm and leg clearance of 800–840mm underneath) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 18. If required, can the water, power and other equipment be adjusted in position or height for students with disability? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Public open spaces

Facility: _____

Date: _____

Assessor: _____

Relevant access requirements:

- **Disability (Access to Premises – Buildings) Standards**
- **The Guidelines on the Application on The Premises Standards**
- **S1428.1 – 2001 – Design for access and mobility – New Building Work**
- **AS1428.2 – 1992 – Design for access and mobility—Building and Facilities (in part only as the majority of this standard has been merged with AS1428.1 – 2009, the remaining sections still apply on fixtures, fittings and fitments).**
- **AS1428.4.1 – 2009 Design for access and mobility – Tactile ground surface indicators (TGSi) for the orientation of people with vision impairment.**

Important points to consider:

- It is important that the checklist is not used as a sole reference and the most up-to-date copies of source documents are consulted.
 - Well-designed and modified outdoor facilities should provide access to all members of the community.
 - Where it is not practical to provide access to all areas of public open space, it is important that access is provided to each type of facility or attraction such as BBQ areas and nature trails.
 - Provision of accessible paths, seating and eating areas.
 - Provision of seating and shade at regular intervals.
1. List all facilities and attractions available within the area. These can include kiosks, barbecues, bush walkways, playgrounds, jetties, bird-watching areas, drinking fountains, rubbish bins, tables and seats.

Public open spaces

| | Yes | No |
|---|--------------------------|--------------------------|
| 2. Is there a continuously accessible path of travel to all the facilities and attractions you have listed? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Are there any bridges, gates, turnstiles, narrow paths etc that limit access? | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. If Yes, is an alternative route provided at these points? | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Are shelters provided to protect against sun, rain and wind available? | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Are they situated near set-down points, seating and eating and viewing areas? | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Do they have a firm, level flooring surface to allow easy wheelchair access? | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Are tables and seats located on firm, level ground? | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Is there room for a person using a wheelchair to manoeuvre around the table? | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Are any facilities such as barbeques, tables and seating linked by an accessible path to main pathways? | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. Is the height of the barbecue consistent with wheelchair access requirements? | <input type="checkbox"/> | <input type="checkbox"/> |

Issues and actions

The preceding checklist identified a number of issues. Where you have answered “NO”, this may identify areas for consideration. This table is intended to provide a summary of actions that will increase or improve access for people with disability.

| Issues | Action | Responsibility | Timeframe for achievement | Provided for in Disability Access and Inclusion Plan (Yes/No) |
|--------|--------|----------------|---------------------------|---|
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The actions identified above should be transferred into the Disability Action and Inclusion Plan (DAIP) (where this has not already been done).