

**MEASURE OF ACCESSIBILITY TO URBAN INFRASTRUCTURES  
FOR ADULTS PRESENTING PHYSICAL DISABILITIES**

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## **Objectives and outcome of the instrument :**

This instrument proposes the “ideal” environmental layout of urban infrastructures with the intention of including all citizens. The urban infrastructures that can be evaluated by this instrument are public buildings used for the education of adults and leisure (libraries, leisure centres, school environments for adults), as well as pedestrian environments. It does not prioritize modifications to be made to the environment, but it evaluates globally the accessibility of the environment by considering three aspects in separable from one another: 1) an accessibility rating, 2) objective and measurable environmental characteristics and 3) comments representing the evaluator’s concerns and observations. These three elements are primordial in the analysis of the obtained results since they allow, when all things are considered, propositions of solutions regarding accessibility.

The checklists were created to gather objective observations on the level of accessible design of seven different urban infrastructures: parking lot, pedestrian facilities, building access from the exterior, interior manoeuvring areas, places for learning and leisure, services, public restroom. There is no global score for either the entire measure or for each section. There is, however, a summary of the accessibility ratings attributed to items evaluating the same environmental element, when this element is evaluated for more than one item. For scientific feasibility and statistical considerations, in order to measure the validity of this instrument, a minimum of 20 evaluations were required for each item. We excluded certain items if it was not possible to evaluate them at least 20 times, as certain peculiarities of sporting infrastructures (pool, gymnasium, ice rink, fitness centre, playground and parks) and transportation facilities (bus or train station). By “scientific feasibility”, we mean having access to an environmental sample representative of exemplary to inaccessible practices. Note that certain exemplary environmental characteristics which we would have liked to observe in the seven targeted environments were not in the sample here or were practically impossible to evaluate in a reasonable timeframe (e.g. audio warning (65-95 dB)). These characteristics are not included in the checklist, but are found in the “Comments” section indicated by a “?”. In other words, in the development of the instrument, it is impossible to propose elements to be considered if they cannot be measured in reality (e.g. adapted parking in streets). The elements which were “not fixed” to urban infrastructures or required human assistance for their use (e.g. dressing table, display unit, bench, stairlift) were excluded from the instrument. Moreover, even if exterior and interior stairs favour access for many citizens, they are not accessible to all of the population (e.g. wheelchair users) and therefore were not included in this instrument in order to respect the concept of universal design. However, because stairs are more frequently used than elevators for some people, some recommendations for stairs are presented in Annex B as well as in section 9 of the Guide pratique d’accessibilité universelle indicating accessibility criteria for interior and exterior stairs (Service de l’aménagement du territoire de la Ville de Québec, 2010).

The results of such evaluations should enable people with a physical disability (visual, hearing, motor) or those wishing to ensure environmental accessibility to suggest precise solutions to architects, engineers and town planners to improve certain aspects of the environment.

## **Who can use these checklists?**

These checklists can be used by various organizations defending the rights of people with disabilities, clinicians, designers and managers of urban infrastructures or any person who wants to ensure fair access for people with physical disabilities. Moreover, this checklist can be used in research projects to compare accessibility practices between different cities, and eventually, to document links between good accessibility practices and social participation of people living with handicap situations.

The evaluation of an environment with this instrument must be associated with steps for planned improvement of the environment. It is important to mention that this instrument needs to be used diligently by providing all of the collected information (ratings, identification of the environmental characteristics present and comments) to the concerned parties by offering solution(s) and by avoiding the use of non-analyzed or undetailed ratings.

## Theoretical concepts underlying the instrument's development :

This instrument is based on the principles of universal design, considering the greatest number of users possible, with or without a physical disability, within the layout of the environment. Therefore, this instrument fits with the perspective of sustainable development by considering the population as a whole within the layout of the physical environment. Also an ideal is targeted; where the rating of "exemplary" accessibility is proposed in this instrument to indicate that everything has been done to allow access to citizens presenting a visual, hearing or motor disability as well as to the mobility-impaired aging population and parents with strollers. The prioritization of one environmental characteristic over another was therefore not considered. In this respect, four principles of universal design were used as the base of the development of the instrument, these are: 1) equitable use for people presenting all types of impairments or disabilities, 2) perceptible information for users, 3) low physical effort and 4) size and space for approach and use of infrastructures (The Center for Universal Design, 1997). Items to be observed are inspired by the "Code de construction du Québec", the National Building Code of Canada 2005 (Régie du bâtiment du Québec, 2005), the "Guide pratique d'accessibilité universelle de la Ville de Québec" (Service de l'aménagement du territoire de la Ville de Québec, 2010), the "Pratiques exemplaires de conception universelle à l'échelle internationale" (Commission canadienne des droits de la personne, 2007), the road construction norms of the ministère des Transports du Québec (Transports Québec, 2007) and a literature review (see References).

## Instructions intended for the evaluator :

The evaluator first has to target the physical layout he or she wishes to evaluate from the elements presented in the Table of contents. Then, he or she must evaluate the signage (when required), the physical layout and the safe use of the environment. For these three aspects of the physical layout, the evaluator has to rate each item (11-33 items), as well as all the characteristics presented for each item (1-16 checkboxes (☐)). The characteristics, which are measurable observations, are presented as a checklist (☐). They can include one or more elements of information needed in order to fulfill the accessibility criteria. In the presence of many elements, an "AND" indicates that all the characteristics must be evaluated, while an "OR" means either of the options before or after the "OR" is valid. If there are no "AND" or "OR" but there are many elements, all of them need to be evaluated in order to rate this characteristic as being accessible. **Key points** of accessibility are indicated in bold since they are crucial characteristics without which the use of the environment would be impossible or greatly hindered. All of the other characteristics are considered of equal importance to each other. In this way, one population with a specific disability (motor, visual or hearing) is not favoured over another. After completing the checklist, the percentage of checked-off characteristics for each item has to be calculated :

$$\text{(number of characteristics checked off for an item} \div \text{total number of characteristics for the item)}$$

However, if certain characteristics cannot be evaluated without direct observation, (e.g. exterior lighting not visible during the day, alarm cannot be tested), ask a crewmember of the building for the respective information. If the information cannot be found, evaluate the item by excluding the characteristic in question from the calculation of the percentage of characteristics present for the item. For example in item 6.1 "The building has security devices that are functional and accessible" there are 15 characteristics to check off, but if you cannot test if the exit route is lit in the dark, the calculation of the percentage of characteristics will be carried out on 14 characteristics.

Once this calculation is made, the rating of accessibility of this item can be determined from the rating proposed to the right of the checklist :

- Not present (1) : the element(s) of the environment measured by the item's characteristics is/are not present;
- Inaccessible (1) : 0 % of the item's characteristics are checked off, but the element(s) is/are present in the environment;
- Poor to moderate accessibility (2) : less than 50 % of the item's characteristics are checked off;
- Moderate to excellent accessibility (3) : 50 % or more of the item's characteristics are checked off;
- Exemplary accessibility (4) : all the item's characteristics are checked off.

The “ Summary of the obtained scores “ allows a global vision of all the accessibility ratings attributed for the same environmental element, if it is comprised of more than one item to be evaluated. If an environmental element is evaluated by only one item, there is no need for a summary of the obtained scores. The objective is not to add all the scores in one section, but to determine the number of ratings for each level (1 to 4) when evaluating an environmental element, demonstrating the homogeneity of the ratings and the extent of the improvements needed to be made.

The following example represents the evaluation of a curb cut and proposes two items: one concerned with accessibility (3/5 characteristics are present (60 %) for an accessibility score of 3- Moderate to excellent) and the other concerned with security (2/5 characteristics are present (40 %) for an accessibility score of 2-Poor to moderate). The evaluator has also noted comments. The summary of the obtained scores leads us to note that there is one 2 and one 3 rating.

## 2- Pedestrian facilities

### Curb cut or Sloped curb to access the sidewalk

	Accessibility				
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible	

#### **CURB CUT OU SLOPED CURB TO ACCESS THE SIDEWALK (specify where : intersection street a and b)**

<p>2.1 The curb cut or the sloped curb to the sidewalk is accessible</p> <p><input type="checkbox"/> Lip of 20 mm or less with respect to the pavement (preferably 13 mm or less) without being reduced to 0 in order to easily locate it and for it to be detectable with the foot (locate it with a white stick) (key point)</p> <p><input checked="" type="checkbox"/> Longitudinal slope :</p> <p style="margin-left: 20px;">Curb cut : longitudinal slope of 1:12 (8,33%) or less (slope between the interior (side of the grass or buildings) and the exterior curbs (side of the street), measure taken in the middle of the curb cut)</p> <p style="margin-left: 20px;">OR</p> <p style="margin-left: 20px;">Sloped curb : longitudinal slope of 1:12 (8,33 %) or less (slope in the center of the incline) and which has a length of 1500 mm or more (measure taken horizontally, not on the slope)</p> <p><input type="checkbox"/> Cross slopes :</p> <p style="margin-left: 20px;">Curb cut : cross slopes of 1:8 (12,50 %) or less (slopes joining sidewalks at the bottom of the curb cut, measures taken on the curb as close to the street as possible) and which has a length of 1500 mm or more (measures taken horizontally, not on the slope)</p> <p style="margin-left: 20px;">OR</p> <p style="margin-left: 20px;">Sloped curb :cross slope of 1:50 (2,00 %) or less (measure taken perpendicular to pedestrian traffic)</p> <p><input checked="" type="checkbox"/> Extremity of the curb cut or the sloped curb touching the street with a length of 1,2 m or more (width between the 2 cross slopes or width of the sloped curb)</p>	<p><b>Comments :</b></p> <p><b>Key point not present</b></p>												
<p>2.2 The curb cut or the sloped curb to the sidewalk is safe</p> <p><input type="checkbox"/> Uniform surface without joints or with saw kerf joints (well defined separation of the slabs without texture variation on either side of the joint), continuous and slip resistant even if wet</p> <p><input checked="" type="checkbox"/> Absence of irregularities, holes or grates in front of the curb cut or the sloped curb</p> <p><input type="checkbox"/> Curb cut or sloped curb with designs of contrasting colours (70 %), decorative bands or granite curb to locate it more easily</p> <p><input checked="" type="checkbox"/> Aligned with the free area for pedestrian traffic on the sidewalk</p> <p><input type="checkbox"/> Lighting directed on the curb cut or the sloped curb (50 lux or more)</p>	<p><b>Comments :</b></p> <p><b>Trowel joints</b></p> <p><b>Absence of lamppost</b></p>												
<p><b>Summary of the obtained scores for the 2 items Curb cut or Sloped curb to access the sidewalk :</b></p> <p><b>Indicate the number of checked off items for each accessibility rating</b></p>	<table border="1"> <tr> <td>Rating :</td> <td>1 <input type="checkbox"/></td> <td>1 <input type="checkbox"/></td> <td>2 <input checked="" type="checkbox"/></td> <td>3 <input type="checkbox"/></td> <td>4 <input type="checkbox"/></td> </tr> <tr> <td></td> <td></td> <td></td> <td>1</td> <td>1</td> <td></td> </tr> </table>	Rating :	1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input checked="" type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>				1	1	
Rating :	1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input checked="" type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>								
			1	1									

To ensure a proper interpretation of accessibility, the accessibility rating must always be accompanied by the characteristic presented in the checklist and the comments. The characteristics allow the targeting of certain problematic aspects of the environment. By identifying missing characteristics, the importance of their absence can then be identified. The rating is therefore dependant on the importance given to missing characteristics. For example, a rating of “Moderate to excellent accessibility” can appear acceptable functionally, however, if a key point is not checked off for this rating, the value of such a rating is greatly altered. It is therefore very important to note in the “Comments” section all concerns regarding accessibility. This allows the evaluator to indicate his/her observations and to specify the problems when a characteristic could not be observed or when questions were raised. Comments can indicate the availability of human assistance and environmental problems, such as buttons out of order or an accessible door that is locked. The addition of comments allows one to detail the specific situation and to better target the priorities for adaptation and the needs of the people using the environment. As mentioned previously, the rating “Exemplary accessibility” is ideal. A rating “Moderate to excellent accessibility” indicates that the environment is can be functional for its use. There are no obligations to adapt the environment if the rating is not perfect, but an environment rated “Exemplary accessibility” is preferred.

The global evaluation of an infrastructure should not be limited to a single time of evaluation. Certain seasonal aspects (snow) or circumstances (roadwork, garage sale, etc.) can modify the level of accessibility. The time, season, maintenance and use of the infrastructures are to be considered in the use of this instrument.

The time required to complete the checklist can vary greatly. Certain checklists take less than 10 minutes (i.e. pedestrian facilities) to complete and others can take up to 40 minutes (i.e. learning and leisure infrastructures). The time required for rating decreases with the level of experience of the evaluator. It is important to read each item of a targeted checklist(s) with great care in order to avoid mistakes.

## **Specifications :**

Note that the turning radius and approach areas (free and level manoeuvring area) proposed in this instrument consider scooter users when lengthy trips are concerned, that is outside. According to the Ministry of Health and Social Services (2009, révisé en 2010), it should be realized that scooter users have a certain capacity to walk that enables them to access the environment (principles of assigning a scooter: capacity to transfer oneself independently, severe walking incapacity on a distance of approximately 30 meters). This instrument proposes a free and level manoeuvring area of 1700 mm in diameter outdoors which allows access for manual or electric wheelchair as well as scooter users. It also proposes a diameter of 1500 mm indoors which allows access for manual and electric wheelchair users and considers the characteristics of scooter users mentioned above. Note that it is suggested to have a dimension of 1700 mm indoors. This dimension goes way beyond construction norms in place, but favours a better indoors access to scooter users.

When a free manoeuvring area is needed in front of an equipment which must be interacted with (e.g. telephone, elevator), this area needs to have its central point aligned with the controls of the evaluated structure (buttons) (excluding the area in front of a door). The evaluated structure should not be inside the manoeuvring area. Note that if the clearance height allows it, the free area under a counter can be part of the free manoeuvring area. If furniture in the manoeuvring area is mobile, note this in the “Comments” section, but consider that the manoeuvring area is free if the furniture can be moved by one person.

In considering obstacles in the manoeuvring area, consider people who have a visual disability. These people have a tendency to walk close to walls. If an object protrudes where a person could walk (without necessarily knowing if it is the right route to follow), rate accordingly, there is an obstacle.

It is to be noted that the main entrance is the one used by most people. However, another entrance can be evaluated to measure its accessibility as well.

When Braille signage is concerned, it would be preferable that it is standardized French Braille (Croisetière, D’Amour, Ferland, & Rainville, 2008).

To measure the height of environmental elements with this instrument, make sure to always take the measure from the accessible ground for a wheelchair user. For example, for a parking meter placed on a raised grass curb without access on a sidewalk, the height of the controls has to be measured from the asphalt of the parking space and not from the raised grass curb.

**Necessary material :**

The rater should always identify the evaluated environment (specify where : \_\_\_\_\_) and bring :

- a measuring tape in centimetres of at least 8 m;
- an inclinometer, an electronic level or a cell phone with an application that measures angles to measure the angle of slopes (ramp, curb cuts, sidewalk) (see Annex A for the calculation of the slope);



- a measuring wheel to measure the length of crosswalks;



- a luxmeter to measure light intensity;



- a sonometer to measure the volume of the sound emitted by voice controls (ticket machine, toll stations, elevator, automated telling machine);



- a chronometer or a watch to measure time (i.e. crosswalk, time for a door to close);
- a pencil;
- a calculator.

You can buy an inclinometer, an electronic level, a measuring wheel or a sonometer at specialized measuring equipment suppliers for health professionals, in hardware centers or at specialized measuring equipment suppliers. Make sure to buy an inclinometer or an electronic level precise to the tenth of a degree (i.e. 10,5°).



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## Identification of the rated environment

- 1) Name of the building or of the place : \_\_\_\_\_
- 2) Type of environment (i.e. leisure centre, CÉGEP, library) : \_\_\_\_\_
- 3) Address : \_\_\_\_\_
- 4) Date and time of the evaluation : \_\_\_\_\_
- 5) Weather conditions (sunlight, precipitations, etc.) : \_\_\_\_\_
- 6) Temperature : \_\_\_\_\_
- 7) Comments :  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 8) Rater's name : \_\_\_\_\_

# 1- Parking lot

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

In the absence of an accessible parking space, indicate 3 points in the not present box and go to the indications preceding item 1.4 to evaluate the route leading to a **Parking meter (1.8)** OR to a **Ticket machine or a toll station (1.10)** depending on the nature of the equipment present.

**PARKING LOT (specify where : \_\_\_\_\_)**

1.1 The signage is accessible


Surface of the accessible parking space is blue and delimited by white lines 100-150 mm wide  
With the international pictogram of accessibility in the center  
With a hatched drop-off zone

**Presence of a standardized sign clearly indicating the accessible parking space (key point)**

Sign visible and lit (200 lux or more)  
With contrasting background and writing (70 %)  
With a character size of 22 mm or more  
Simple characters sans serif (verdana, arial, frutiger)  
Essential message (avoid sentences)

Vertical allowance under the sign of 2100 mm or more

Access route(s) for pedestrians marked with yellow diagonal lines



**Rating :** 1  1  2  3  4

**Comments :**

1.2 The accessible parking space is accessible

Minimal number of accessible parking spaces required  
If there are **25 parking spaces of less**, 1 space or more is accessible  
OR  
If there are **more than 25 parking spaces**, 2 % or more of the spaces are accessible

**Presence of an accessible parking space near all accessible entrances (or to an elevator for interior parking) (key point)**

Accessible parking space of rectangular shape, parallel to the drop-off area

**Dimensions of the accessible parking space : (key point)**  
If it is a single accessible parking space  
Width of 4600 mm or more (3 m for the vehicle and 1600 mm for the drop-off area)  
Length of 5500 mm or more  
OR  
If there are two reserved adjoining spaces  
Width on each side of 3 m for the vehicle and of 1800 mm for the common drop-off area that is free from obstacles  
Length of 5500 mm or more

Level continuous surface including the accessible parking space and the drop-off area

If it is interior parking, add :

Clearance height of 2750 mm or more for the entire route from the access to the exit (in vehicle)

Clearance height of 2300 mm or more above the accessible parking space

**Rating :** 1  1  2  3  4

**Comments :**



# 1- Parking lot

	1- Not present	Accessibility			
		1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
<p>1.3 The accessible parking space is safe</p> <p><input type="checkbox"/> Route leading to the building does not necessitate circulation behind other vehicles</p> <p><input type="checkbox"/> Drop-off area not included in the area where vehicles circulate (if the accessible parking space is not large enough and that the drop-off area spills out into another parking space or into an area where vehicles circulate, do not check off this box)</p> <p><input type="checkbox"/> Ground surface firm and slip resistant even if wet</p> <p><input type="checkbox"/> Uniform lighting, continuous and non blinding on the accessible parking space and the drop-off area (50 lux or more with luminous transitions of 300 lux or less)</p> <p>If it is interior parking, add :</p> <p><input type="checkbox"/> Non obstructed vision or presence of convex mirrors where vision is obstructed</p> <p><input type="checkbox"/> Presence of a call-bell or a bidirectional communication device located near the accessible space(s)</p>					
					<p>Comments :</p>
					<p>Rating : 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/></p>
<p>If the accessible parking space is free for disabled parking permit owners or for all users, or if the payment is done with an employee or when you are in your car, indicate 24 points in the exemplary accessibility box. If the parking is not free for all users, proceed with the rating to evaluate the parking's accessibility for people who do not own a disabled parking permit. If the parking space is not free for disabled parking permit owners, go to the next item (1.4) to evaluate the route leading to a Parking meter OR a Ticket machine or a toll station.</p>					
<p>If one needs to traverse vehicle circulating areas in order to reach the parking meter, ticket machine or toll station, indicate 1 point in the not present box. If the location of the parking meter, ticket machine or toll station is on the same level as the circulation area, indicate 8 points in the exemplary accessibility box and go to the indications preceding item 1.6. Otherwise, go to the following item (1.4).</p>					
<p>1.4 The curb cut or the sloped curb leading to the surface on which the parking meter, ticket machine or toll station is placed is accessible</p> <p><input type="checkbox"/> Lip of 20 mm or less with respect to the pavement (preferably 13 mm or less) without being reduced to 0 in order to easily locate it and for it to be detectable with the foot (locate it with a white stick) (key point)</p> <p><input type="checkbox"/> Longitudinal slope :</p> <p>    Curb cut : longitudinal slope of 1:12 (8,33%) or less (slope between the interior (side of the grass or buildings) and the exterior curbs (side of the street), measure taken in the middle of the curb cut)</p> <p>    OR</p> <p>    Sloped curb : longitudinal slope of 1:12 (8,33 %) or less (slope in the center of the incline) and which has a length of 1500 mm or more (measure taken horizontally, not on the slope)</p> <p><input type="checkbox"/> Cross slopes :</p> <p>    Curb cut : cross slopes of 1:8 (12,50 %) or less (slopes joining sidewalks at the bottom of the curb cut, measures taken on the curb as close to the street as possible) and which has a length of 1500 mm or more (measures taken horizontally, not on the slope)</p> <p>    OR</p> <p>    Sloped curb : cross slope of 1:50 (2,00 %) or less (measure taken perpendicular to pedestrian traffic)</p> <p><input type="checkbox"/> Extremity of the curb cut or the sloped curb touching the street with a length of 1,2 m or more (width between the 2 cross slopes or width of the sloped curb)</p>					<p>Comments :</p>
					<p>Rating : 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/></p>



# 1- Parking lot

	Accessibility				
	1- Not present	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
<p>1.5 The curb cut of the sloped curb leading to the surface on which the parking meter, ticket machine or toll station is placed is safe</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Uniform surface without joints or with saw kerf joints (well defined separation of the slabs without texture variation on either side of the joint), continuous and slip resistant even if wet</li> <li><input type="checkbox"/> Absence of irregularities, holes or grates <b>in front of</b> the curb cut or the sloped curb</li> <li><input type="checkbox"/> Curb cut or sloped curb with designs of contrasting colours (70 %), decorative bands or granite curb to locate it more easily</li> <li><input type="checkbox"/> Aligned with the free area for pedestrian traffic on the surface on which the parking meter, ticket machine or toll station is placed</li> <li><input type="checkbox"/> Lighting directed on the curb cut or the sloped curb (50 lux or more)</li> </ul> <p style="text-align: right;"><b>Rating :</b></p>					
<p><b>If there is no determined surface for pedestrians</b> in front of the parking meter, ticket machine or toll station and that the user is in a zone where cars circulate, <b>indicate 2 points</b> in the <b>not present</b> box. <b>If there is an area meant for pedestrians</b> and that it is separated from the curb cut by a sidewalk section and it answers the criteria for sidewalks (see pages 18 and 19) with respect to slope, presence of obstacles, clearance height, uniform surface and lighting, <b>indicate 8 points</b> in the <b>exemplary accessibility</b> box. In both cases, go to <b>item 1.6</b> to evaluate the surface on which the <b>Parking meter</b> OR the <b>Ticket machine or toll station</b> is placed.</p>					
<p>1.6 The surface on which the parking meter, ticket machine or toll station is placed is accessible</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Surface with a longitudinal slope (in the same direction as the pedestrian traffic) of 1:6 (16,67 %) or less (excluding ramps)</li> <li><input type="checkbox"/> Surface with a cross slope (perpendicular to pedestrian traffic) of 1:50 (2,00 %) or less</li> <li><input type="checkbox"/> Available width for pedestrians on the surface : <ul style="list-style-type: none"> <li>For a <b>surface of a less than 3m in width</b> : width of 1200 mm or more</li> <li>OR</li> <li>For a <b>surface of 3 m or more in width</b> : width of 1750 mm or more</li> </ul> </li> <li><input type="checkbox"/> Absence of sidewalk junction(s) <ul style="list-style-type: none"> <li>OR</li> <li>Presence of sidewalk junction(s) indicated visually with imbedded designs different from those on either side of the junction(s) and with a free and level manoeuvring area of 1700 mm par 1700 mm or more</li> </ul> </li> <li><input type="checkbox"/> Absence of depressions in the sidewalk (excluding the sloped curb allowing access to the surface, if such is the case) <ul style="list-style-type: none"> <li>OR</li> <li>Transition at depressions in the sidewalk with a longitudinal slope of 1:12 (8,33 %) or less (slope in the center of the incline) and of a length of 1500 mm or more (measure taken horizontally, not on the slope)</li> </ul> </li> <li><input type="checkbox"/> Width of the control and expansion joints (kerf joints) of 10 mm or less <ul style="list-style-type: none"> <li>Width of the construction joints (dark asphaltic plank) of 12,5 mm or less</li> </ul> </li> <li><input type="checkbox"/> Vertical offset (depth) of sidewalk joints of 10 mm or less</li> </ul> <p style="text-align: right;"><b>Rating :</b></p>					



# 1- Parking lot

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
<p><b>Comments :</b></p>				
<p><b>Rating :</b> 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/></p>				

- 1.7 The surface on which the parking meter, ticket machine or toll station is placed is safe
- Clearance height above the surface of 1980 mm or more
  - Uniform surface without joints or with saw kerf joints (well defined separation of the slabs without texture variation on either side of the joint), continuous and slip resistant even if wet
  - Absence of obstacles or furniture in the pedestrian traffic area (terrace, work zones, trashcans, street furniture, snow bank, sidewalk sale)
    - OR
    - Presence of tactile clues on the ground and of visual contrast to indicate the presence of an obstacle placed at 600 mm or more from the obstacle
    - OR
    - The obstacles are all on the same side of the sidewalk or of the pedestrian path
  - Uniform lighting, continuous and non blinding on the surface (50 lux or more with luminous transitions of 300 lux or less)
  - Adjoining surface excluding the area where vehicles circulated (if present) on the same level as the surface
  - Interior and exterior edges of the surface visible and clearly defined by a change in texture or a colour contrast (70 %) (gravel, grass, etc.)
  - Absence of a change in level
    - OR
    - Curb of 100 mm in height if there is a **small difference in level** near the surface
    - OR
    - Presence of handrails and railing if the **difference in level is of 600 mm or more in height** :
      - One at a height of 750 mm (height at the top of the handrail) and the other at 920-1070 mm (height at the top of the handrail) for each side
      - Of tubular shape with a diameter of 30-43 mm
      - With an undermount fixation allowing a continuous prehension for the entire handrail
      - With horizontal extension (flat) continuous with the handrail of 300 mm at the extremities
      - At a distance of 50 mm or more from a wall (60 mm if the wall surface is abrasive) or a 2<sup>nd</sup> handrail considered as a railing
      - Of a contrasting colour with the walls (if present) and the sidewalk
      - Has a surface that is not rough
      - Does not transmit cold or heat
      - Extremities bent towards the ground or the wall
    - AND
    - Colour or texture contrasts on the ground indicating changes in level or the presence of stairs
  - Absence of irregularities, holes or grates
- If the surface is of a width greater than 2 m, add :
- Designs of contrasting colours (70 %), decorative bands or granite band in the area free from obstacles for pedestrian traffic



# 1- Parking lot

## Parking meter

Accessibility				
1- Not present	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

**PARKING METER** (specify where : \_\_\_\_\_)

<p>1.8 The signage for the use of the parking meter is accessible</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Parking meter located in a well lit place (200 lux or more)</li> <li><input type="checkbox"/> Display of instructions near the parking meter placed so that the horizontal line of the lettering is at an average height of 1070 mm (± 100 mm)               <ul style="list-style-type: none"> <li>With contrasting background and writing (70 %)</li> <li>With a character size of 22 mm or more</li> <li>Simple characters sans serif (verdana, arial, frutiger)</li> <li>Essential message (avoid sentences)</li> </ul> </li> <li><input type="checkbox"/> Display at a height of 1070 mm (± 100 mm)</li> </ul>	<p><b>Comments :</b></p>												
<p>1.9 The parking meter is accessible</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Free surface without slope or level changes of 1700 mm or more in diameter in front of the parking meter</li> <li><input type="checkbox"/> Parking meter oriented towards the surface on which it is placed and not side of the street, perpendicularly to the free pedestrian traffic area on the sidewalk               <ul style="list-style-type: none"> <li>OR</li> <li>On a free and level surface out of the parking space</li> </ul> </li> <li><input type="checkbox"/> Height of less than 1220 mm for the center of :               <ul style="list-style-type: none"> <li>Control buttons</li> <li>Coin slot</li> </ul> </li> <li><input type="checkbox"/> Controls operable with a closed fist without torsion of the wrist</li> <li><input type="checkbox"/> Controls requiring a small amount of force to activate (use of 2 fingers)</li> </ul>	<p><b>Comments :</b></p>												
<p><b>Summary of the obtained scores for the 9 items if it necessitates the use of a parking meter :</b>  <b>Indicate the number of checked off items for each accessibility rating</b></p>	<table border="1"> <tr> <td>Rating :</td> <td>1 <input type="checkbox"/></td> <td>1 <input type="checkbox"/></td> <td>2 <input type="checkbox"/></td> <td>3 <input type="checkbox"/></td> <td>4 <input type="checkbox"/></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>	Rating :	1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>						
Rating :	1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>								





# 1- Parking lot

## Ticket machine or toll station

Accessibility				
1- Not present	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

TICKET MACHINE OR TOLL STATION (specify where : \_\_\_\_\_)

1.10 The signage for the use of the ticket machine or the toll station is accessible

- Presence of a sign indicating the location of the equipment
- Equipment located in a well lit area (200 lux or more)
- Display of instructions near the equipment placed so that the horizontal line of the lettering is at an average height of 1070 mm (± 100 mm)
  - With contrasting background and writing (70 %)
  - With a character size of 22 mm or more
  - Simple characters sans serif (verdana, arial, frutiger)
  - Essential message (avoid sentences)
- Display for which the center is at a height of 1070 mm (±100 mm)
  - With contrasting background and writing (70 %)
  - With a character size of 22 mm or more
- Sign indicating an operation or the location of a function of the equipment
  - Audible (10-80 dB, at least 10 dB above ambient sounds)
  - Visually contrasting

**Comments :**

Presence of an assistance system (i.e. visual phone, webcam) allowing the person answering in case of emergency to see the person asking for help who cannot talk (keyboard and screen to transmit messages)?

Rating : 1  1  2  3  4

1.11 The ticket machine or the toll station is accessible

- Free surface without slope or level changes of 1700 mm or more in diameter in front of the equipment
- Height of less than 1220 mm for the center of :
  - Control buttons
  - Coin slot as well as money and parking ticket returns
- Controls operable with a closed fist without torsion of the wrist and of a diameter of 19 mm or more
- Controls with indication of their function with raised characters of contrasting colour (70 %) and of a height of 16 mm or more
- Controls requiring a small amount of force to activate (use of 2 fingers)

If the parking is not free for disabled parking permit owners, add :

- Located near accessible spaces or in the hall of the adjacent building

**Comments :**

Rating : 1  1  2  3  4

Summary of the obtained scores for the 9 items if the parking necessitates the use of a ticket machine or toll station :  
Indicate the number of checked off items for each accessibility rating

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## 2- Pedestrian facilities

### Curb cut or Sloped curb to access the sidewalk

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

#### CURB CUT OR SLOPED CURB TO ACCESS THE SIDEWALK

(specify where : \_\_\_\_\_)

<p>2.1 The curb cut or the sloped curb to the sidewalk is accessible</p> <p><input type="checkbox"/> <b>Lip of 20 mm or less with respect to the pavement (preferably 13 mm or less) without being reduced to 0 in order to easily locate it and for it to be detectable with the foot (locate it with a white stick) (key point)</b></p> <p><input type="checkbox"/> Longitudinal slope :</p> <p style="padding-left: 20px;">Curb cut : longitudinal slope of 1:12 (8,33%) or less (slope between the interior (side of the grass or buildings) and the exterior curbs (side of the street), measure taken in the middle of the curb cut)</p> <p style="padding-left: 20px;">OR</p> <p style="padding-left: 20px;">Sloped curb : longitudinal slope of 1:12 (8,33 %) or less (slope in the center of the incline) and which has a length of 1500 mm or more (measure taken horizontally, not on the slope)</p> <p><input type="checkbox"/> Cross slopes :</p> <p style="padding-left: 20px;">Curb cut : cross slopes of 1:8 (12,50 %) or less (slopes joining sidewalks at the bottom of the curb cut, measures taken on the curb as close to the street as possible) and which has a length of 1500 mm or more (measures taken horizontally, not on the slope)</p> <p style="padding-left: 20px;">OR</p> <p style="padding-left: 20px;">Sloped curb :cross slope of 1:50 (2,00 %) or less (measure taken perpendicular to pedestrian traffic)</p> <p><input type="checkbox"/> Extremity of the curb cut or the sloped curb touching the street with a length of 1,2 m or more (width between the 2 cross slopes or width of the sloped curb)</p>	<p><b>Comments :</b></p>														
<p>2.2 The curb cut or the sloped curb to the sidewalk is safe</p> <p><input type="checkbox"/> Uniform surface without joints or with saw kerf joints (well defined separation of the slabs without texture variation on either side of the joint), continuous and slip resistant even if wet</p> <p><input type="checkbox"/> Absence of irregularities, holes or grates <b>in front of</b> the curb cut or the sloped curb</p> <p><input type="checkbox"/> Curb cut or sloped curb with designs of contrasting colours (70 %), decorative bands or granite curb to locate it more easily</p> <p><input type="checkbox"/> Aligned with the free area for pedestrian traffic on the sidewalk</p> <p><input type="checkbox"/> Lighting directed on the curb cut or the sloped curb (50 lux or more)</p>	<p><b>Comments :</b></p>														
<p><b>Summary of the obtained scores for the 2 items of Curb cut or Sloped curb to access the sidewalk :</b></p> <p><b>Indicate the number of checked off items for each accessibility rating</b></p>	<table border="1"> <tr> <td colspan="2">Rating :</td> <td>1 <input type="checkbox"/></td> <td>1 <input type="checkbox"/></td> <td>2 <input type="checkbox"/></td> <td>3 <input type="checkbox"/></td> <td>4 <input type="checkbox"/></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>	Rating :		1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>							
Rating :		1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>									



# 2- Pedestrian facilities

## Sidewalk and pedestrian path

Accessibility	
1- Not present	1- Inaccessible <input type="checkbox"/> 0 % accessible
	2- Poor to moderate <input type="checkbox"/> < 50 % accessible
	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible
	4- Exemplary <input type="checkbox"/> 100 % accessible

**SIDEWALK AND PEDESTRIAN PATH (specify where : \_\_\_\_\_)**

2.3  The sidewalk or the pedestrian path is accessible

Sidewalk or pedestrian path having the following characteristics :

With a longitudinal slope (in the same direction as the pedestrian traffic) of 1:6 (16,67 %) or less (excluding ramps)

Pedestrian path with a slope of more than 1:16 (6,25 %), of 30 m or more of length with an horizontal landing for each 30 m-long section and signage indicating the percentage of the slope

With a slope of more than 1:6 (16,67 %) and the presence of handrails having the following characteristics :

One at a height of 750 mm and another at 920-1070 mm (height of the top of the handrail) for each side

Of tubular shape with a diameter of 30-43 mm

With an undermount fixation allowing continuous prehension for the entire handrail

With horizontal extension (flat) continuous with the handrail of 300 mm at the extremities

At a distance of 50 mm or more from a wall (60 mm if the wall surface is abrasive) or a 2nd handrail considered as a railing

Of a contrasting colour with the walls (if present) and the sidewalk

Has a surface that is not rough

Does not transmit cold or heat

Extremities bent towards the ground or the wall

Sidewalk with a cross slope (perpendicular to pedestrian traffic) of 1:50 (2,00 %) or less

OR

Pedestrian path with a cross slope (perpendicular to pedestrian traffic) of 1:16 (6,25 %) or less

Available width for pedestrians on the sidewalk :

For **sidewalks of less than 3 m in width** : width of 1200 mm or more

OR

For **sidewalks of 3 m or more in width** : width of 1750 mm or more

OR

Pedestrian path with an available width of 3 m or more

AND

Junction areas of 1800 mm of width every 30 m

Absence of sidewalk junction(s)

OR

Presence of sidewalk junction(s) indicated visually with imbedded designs different from those on either side of the junction(s) and with a free and level manoeuvring area of 1700 mm par 1700 mm or more

Absence of depressions in the sidewalk (excluding the sloped curb allowing access to the surface, if it is the case)

OR

Transition at depressions in the sidewalk with a longitudinal slope of 1:12 (8,33 %) or less (slope in the center of the incline) and of a length of 1500 mm or more (measure taken horizontally, not on the slope)

Width of the control and expansion joints (kerf joints) of 10 mm or less

Width of the construction joints (dark asphaltic plank) of 12,5 mm or less

Vertical offset (depth) of sidewalk joints of 10 mm or less

Comments :

Rating : 1  1  2  3  4



## 2- Pedestrian facilities

### Sidewalk and pedestrian path

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

- 2.4 The sidewalk or the pedestrian path is safe
- Clearance height above the sidewalk or the pedestrian path of 1980 mm or more
  - Uniform surface without joints or with saw kerf joints (well defined separation of the slabs without texture variation on either side of the joint), continuous and slip resistant even if wet
  - Absence of obstacles or furniture in the pedestrian traffic area (terrace, work zones, trashcans, street furniture, snow bank, sidewalk sale)
    - OR
    - Presence of tactile clues on the ground and of visual contrast to indicate the presence of an obstacle placed at 600 mm or more from the obstacle
    - OR
    - The obstacles are all on the same side of the sidewalk or of the pedestrian path
  - Uniform lighting, continuous and non blinding on the sidewalk or the pedestrian path (50 lux or more with luminous transitions of 300 lux or less)
  - Adjoining surface excluding the area where vehicles circulated (if present) on the same level as the sidewalk or the pedestrian path
  - Interior and exterior edges of the sidewalk visible and clearly defined by a change in texture or a colour contrast (70 %) (gravel, grass, etc.)
  - Absence of a change in level
    - OR
    - Curb of 100 mm in height if there is a **small difference in level** near the sidewalk or the pedestrian path
    - OR
    - Presence of handrails and railing if the **difference in level is of 600 mm or more in height** :
      - One at a height of 750 mm (height at the top of the handrail) and the other at 920-1070 mm (height at the top of the handrail) for each side
      - Of tubular shape with a diameter of 30-43 mm
      - With an undermount fixation allowing a continuous prehension for the entire handrail
      - With horizontal extension (flat) continuous with the handrail of 300 mm at the extremities
      - At a distance of 50 mm or more from a wall (60 mm if the wall surface is abrasive) or a 2<sup>nd</sup> handrail considered as a railing
      - Of a contrasting colour with the walls (if present) and the sidewalk
      - Has a surface that is not rough
      - Does not transmit cold or heat
      - Extremities bent towards the ground or the wall
    - AND
    - Colour or texture contrasts on the ground indicating changes in level or the presence of stairs
  - Absence of irregularities, holes or grates
- If the surface is of a width greater than 2 m, add :
- Designs of contrasting colours (70 %), decorative bands or granite band in the area free from obstacles for pedestrian traffic

Comments :

Rating : 1  1  2  3  4

Summary of the obtained scores for the 2 items of Sidewalk and Pedestrian Path:  
Indicate the number of checked off items for each accessibility rating



## 2- Pedestrian facilities

### Curb cut or Sloped curb to leave the sidewalk

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

#### CURB CUT OR SLOPED CURB TO LEAVE THE SIDEWALK

(specify where : \_\_\_\_\_)

<p>2.5 The curb cut or the sloped curb to leave the sidewalk is accessible</p> <p><input type="checkbox"/> Lip of 20 mm or less with respect to the pavement (preferably 13 mm or less) without being reduced to 0 in order to easily locate it and for it to be detectable with the foot (locate it with a white stick) (key point)</p> <p><input type="checkbox"/> Longitudinal slope : Curb cut : longitudinal slope of 1:12 (8,33%) or less (slope between the interior (side of the grass or buildings) and the exterior curbs (side of the street), measure taken in the middle of the curb cut) OR Sloped curb : longitudinal slope of 1:12 (8,33 %) or less (slope in the center of the incline) and which has a length of 1500 mm or more (measure taken horizontally, not on the slope)</p> <p><input type="checkbox"/> Cross slopes : Curb cut : cross slopes of 1:8 (12,50 %) or less (slopes joining sidewalks at the bottom of the curb cut, measures taken on the curb as close to the street as possible) and which has a length of 1500 mm or more (measures taken horizontally, not on the slope) OR Sloped curb :cross slope of 1:50 (2,00 %) or less (measure taken perpendicular to pedestrian traffic)</p> <p><input type="checkbox"/> Extremity of the curb cut or the sloped curb touching the street with a length of 1,2 m or more (width between the 2 cross slopes or width of the sloped curb)</p>	<p>Comments :</p>						
<p>2.6 The curb cut or the sloped curb is safe</p> <p><input type="checkbox"/> Uniform surface without joints or with saw kerf joints (well defined separation of the slabs without texture variation on either side of the joint), continuous and slip resistant even if wet</p> <p><input type="checkbox"/> Absence of irregularities, holes or grates <b>in front of</b> the curb cut or the sloped curb</p> <p><input type="checkbox"/> Curb cut or sloped curb with designs of contrasting colours (70 %), decorative bands or granite curb to locate it more easily</p> <p><input type="checkbox"/> Aligned with the free area for pedestrian traffic on the sidewalk</p> <p><input type="checkbox"/> Lighting directed on the curb cut or the sloped curb (50 lux or more)</p>	<p>Comments :</p>						
<p>Summary of the obtained scores for the 2 items of Curb cut or Sloped curb to leave the sidewalk : Indicate the number of checked off items for each accessibility rating</p>	<table border="1"> <tr> <td>Rating :</td> <td>1 <input type="checkbox"/></td> <td>1 <input type="checkbox"/></td> <td>2 <input type="checkbox"/></td> <td>3 <input type="checkbox"/></td> <td>4 <input type="checkbox"/></td> </tr> </table>	Rating :	1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
Rating :	1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>		



# 2- Pedestrian facilities

## Pedestrian traffic light and Crosswalk

	Accessibility			
1- Not present	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

PEDESTRIAN TRAFFIC LIGHT (specify where : \_\_\_\_\_)

2.7 The pedestrian traffic light is safe  
If it is a crosswalk with a priority for pedestrians, **check off the box 4 – exemplary accessibility.**

Bottom of the control equipment for the pedestrian traffic light obvious and at a height of 350 mm or less

Access to the call button on a uniform surface, continuous and slip resistant even when wet

Call button along the axis of the sidewalk at a height of 1-1,25 m and detectable tactilely  
OR automatic signage


Audible signal including a warning message (10-80 dB of at least 10 dB above ambient sounds)

Presence of remaining time to cross the street

**Time of pedestrian phase according to the situation : (key point)**  
4 lanes or less : length of the crosswalk ÷ allocated time ≤ 0,9 m/s  
Length of the crosswalk : \_\_\_\_\_ allocated time : \_\_\_\_\_ ( \_\_\_\_\_ ÷ \_\_\_\_\_ = \_\_\_\_\_ )

OR  
More than 4 lanes : central island lowered with call button : total length of the crosswalk ÷ allocated time ≤ 0,9 m/s  
Length of the crosswalk : \_\_\_\_\_ allocated time : \_\_\_\_\_ ( \_\_\_\_\_ ÷ \_\_\_\_\_ = \_\_\_\_\_ )

IDEALY THE TIME ALLOCATED TO CROSS INTERSECTIONS OF 4 LANES OR MORE SHOULD ALLOW TIME TO REACH THE OTHER SIDE OF THE STREET



Rating : 1  1  2  3  4

Comments :

CROSSWALK (specify where : \_\_\_\_\_)

2.8 The crosswalk is accessible

Crosswalk aligned with a curb cut to leave the sidewalk to cross the street

Straight crosswalk

Crosswalk aligned with a curb cut to access the sidewalk after crossing the street

Rating : 1  1  2  3  4

2.9 The crosswalk is safe

Uniform surface, continuous and slip resistant even when wet

Crosswalk delimited by a different textured material (mildly pronounced) or clean lines of a different colour than that of the pavement

Crosswalk lighting uniform and continuous (50 lux or more with luminous transitions of 300 lux or less)

Visibility of pedestrians (absence of parking spaces or street furniture obstructing the view)

Absence of irregularities, holes or grates

Rating : 1  1  2  3  4

Comments :

Summary of the obtained scores for the 2 items of Crosswalk :  
Indicate the number of checked off items for each accessibility rating

--	--	--	--	--



## 2- Pedestrian facilities

### Curb cut or Sloped curb to access the sidewalk after crossing the street

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

#### CURB CUT OR SLOPED CURB TO ACCESS THE SIDEWALK AFTER CROSSING THE STREET

(specify where : \_\_\_\_\_)

<p>2.10 The curb cut or the sloped curb to access the sidewalk after crossing the street is accessible</p> <p><input type="checkbox"/> Lip of 20 mm or less with respect to the pavement (preferably 13 mm or less) without being reduced to 0 in order to easily locate it and for it to be detectable with the foot (locate it with a white stick) (key point)</p> <p><input type="checkbox"/> Longitudinal slope :</p> <p style="margin-left: 20px;">Curb cut : longitudinal slope of 1:12 (8,33%) or less (slope between the interior (side of the grass or buildings) and the exterior curbs (side of the street), measure taken in the middle of the curb cut)</p> <p style="margin-left: 20px;">OR</p> <p style="margin-left: 20px;">Sloped curb : longitudinal slope of 1:12 (8,33 %) or less (slope in the center of the incline) and which has a length of 1500 mm or more (measure taken horizontally, not on the slope)</p> <p><input type="checkbox"/> Cross slopes :</p> <p style="margin-left: 20px;">Curb cut : cross slopes of 1:8 (12,50 %) or less (slopes joining sidewalks at the bottom of the curb cut, measures taken on the curb as close to the street as possible) and which has a length of 1500 mm or more (measures taken horizontally, not on the slope)</p> <p style="margin-left: 20px;">OR</p> <p style="margin-left: 20px;">Sloped curb :cross slope of 1:50 (2,00 %) or less (measure taken perpendicular to pedestrian traffic)</p> <p><input type="checkbox"/> Extremity of the curb cut or the sloped curb touching the street with a length of 1,2 m or more (width between the 2 cross slopes or width of the sloped curb)</p>	<p>Comments :</p>												
<p>2.11 The curb cut or the sloped curb to access the sidewalk after crossing the street is safe</p> <p><input type="checkbox"/> Uniform surface without joints or with saw kerf joints (well defined separation of the slabs without texture variation on either side of the joint), continuous and slip resistant even if wet</p> <p><input type="checkbox"/> Absence of irregularities, holes or grates <b>in front of</b> the curb cut or the sloped curb</p> <p><input type="checkbox"/> Curb cut or sloped curb with designs of contrasting colours (70 %), decorative bands or granite curb to locate it more easily</p> <p><input type="checkbox"/> Aligned with the free area for pedestrian traffic on the sidewalk</p> <p><input type="checkbox"/> Lighting directed on the curb cut or the sloped curb (50 lux or more)</p>	<p>Comments :</p>												
<p><b>Summary of the obtained scores for the 2 items of Curb cut or Sloped curb to access the sidewalk after crossing the street :</b> <b>Indicate the number of checked off items for each accessibility rating</b></p>	<table border="1"> <tr> <td>Rating :</td> <td>1 <input type="checkbox"/></td> <td>1 <input type="checkbox"/></td> <td>2 <input type="checkbox"/></td> <td>3 <input type="checkbox"/></td> <td>4 <input type="checkbox"/></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>	Rating :	1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>						
Rating :	1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>								



# 3- Building access from the exterior

## Curb cut or Sloped curb to access the building

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

### CURB CUT OR SLOPED CURB TO ACCESS THE BUILDING

(specify where : \_\_\_\_\_)

<p>3.1 The curb cut or the sloped curb to access the sidewalk leading to the building's entrance is accessible</p> <p><input type="checkbox"/> Lip of 20 mm or less with respect to the pavement (preferably 13 mm or less) without being reduced to 0 in order to easily locate it and for it to be detectable with the foot (locate it with a white stick) (key point)</p> <p><input type="checkbox"/> Longitudinal slope : Curb cut : longitudinal slope of 1:12 (8,33%) or less (slope between the interior (side of the grass or buildings) and the exterior curbs (side of the street), OR Sloped curb : longitudinal slope of 1:12 (8,33 %) or less (slope in the center of the incline) and which has a length of 1500 mm or more (measure taken horizontally, not on the slope)</p> <p><input type="checkbox"/> Cross slopes : Curb cut : cross slopes of 1:8 (12,50 %) or less (slopes joining sidewalks at the bottom of the curb cut, measures taken on the curb as close to the street as possible) and which has a length of 1500 mm or more (measures taken horizontally, not on the slope) OR Sloped curb :cross slope of 1:50 (2,00 %) or less (measure taken perpendicular to pedestrian traffic)</p> <p><input type="checkbox"/> Extremity of the curb cut or the sloped curb touching the street with a length of 1,2 m or more (width between the 2 cross slopes or width of the sloped curb)</p>	<p>Comments :</p>												
<p>3.2 The curb cut or the sloped curb to access the sidewalk leading to the building's entrance is safe</p> <p><input type="checkbox"/> Uniform surface without joints or with saw kerf joints (well defined separation of the slabs without texture variation on either side of the joint), continuous and slip resistant even if wet</p> <p><input type="checkbox"/> Absence of irregularities, holes or grates <b>in front of</b> the curb cut or the sloped curb</p> <p><input type="checkbox"/> Curb cut or sloped curb with designs of contrasting colours (70 %), decorative bands or granite curb to locate it more easily</p> <p><input type="checkbox"/> Aligned with the free area for pedestrian traffic on the sidewalk</p> <p><input type="checkbox"/> Lighting directed on the curb cut or the sloped curb (50 lux or more)</p>	<p>Comments :</p>												
<p><b>Summary of the obtained scores for the 2 items of Curb cut or Sloped curb to access the building :</b> <b>Indicate the number of checked off items for each accessibility rating</b></p>	<table border="1"> <tr> <td>Rating :</td> <td>1 <input type="checkbox"/></td> <td>1 <input type="checkbox"/></td> <td>2 <input type="checkbox"/></td> <td>3 <input type="checkbox"/></td> <td>4 <input type="checkbox"/></td> </tr> <tr> <td></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </table>	Rating :	1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rating :	1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>								
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								





# 3- Building access from the exterior

## Sidewalk and pedestrian path to access the building

Accessibility				
1- Not present	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

### SIDEWALK AND PEDESTRIAN PATH TO ACCESS THE BUILDING (specify where \_\_\_\_\_)

3.3 The sidewalk or the pedestrian path to access the building is accessible

Sidewalk or pedestrian path having the following characteristics :

With a longitudinal slope (in the same direction as the pedestrian traffic) of 1:6 (16,67 %) or less (excluding ramps)  
Pedestrian path with a slope of more than 1:16 (6,25 %), of 30 m or more of length with an horizontal landing for each 30 m long section and signage indicating the percentage of the slope  
With a slope of more than 1:6 (16,67 %) and the presence of handrails having the following characteristics :

- One at a height of 750 mm and another at 920-1070 mm (height of the top of the handrail) for each side
- Of tubular shape with a diameter of 30-43 mm
- With an undermount fixation allowing continuous prehension for the entire handrail
- With horizontal extension (flat) continuous with the handrail of 300 mm at the extremities
- At a distance of 50 mm or more from a wall (60 mm if the wall surface is abrasive) or a 2nd handrail considered as a railing
- Of a contrasting colour with the walls (if present) and the sidewalk
- Has a surface that is not rough
- Does not transmit cold or heat
- Extremities bent towards the ground or the wall

Sidewalk with a cross slope (perpendicular to pedestrian traffic) of 1:50 (2,00 %) or less  
OR  
Pedestrian path with a cross slope (perpendicular to pedestrian traffic) of 1:16 (6,25 %) or less

Available width for pedestrians on the sidewalk :

- For **sidewalks of less than 3 m in width** : width of 1200 mm or more
- OR
- For **sidewalks of 3 m or more in width** : width of 1750 mm or more
- OR
- Pedestrian path with a available width of 3 m or more

AND  
Junction areas of 1800 mm of width every 30 m

Absence of sidewalk junction(s)  
OR  
Presence of sidewalk junction(s) indicated visually with imbedded designs different from those on either side of the junction(s) and with a free and level manoeuvring area of 1700 mm par 1700 mm or more

Absence of depressions in the sidewalk (excluding the sloped curb allowing access to the surface, if it is the case)  
OR  
Transition at depressions in the sidewalk with a longitudinal slope of 1:12 (8,33 %) or less (slope in the center of the incline) and of a length of 1500 mm or more (measure taken horizontally, not on the slope)

Width of the control and expansion joints (kerf joints) of 10 mm or less  
Width of the construction joints (dark asphaltic plank) of 12,5 mm or less

Vertical offset (depth) of sidewalk joints of 10 mm or less

**Comments :**

**Rating :** 1  1  2  3  4





# 3- Building access from the exterior

## Sidewalk and pedestrian path to access the building

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

- 3.4 The sidewalk or the pedestrian path to access the building is safe
- Clearance height above the sidewalk or the pedestrian path of 1980 mm or more
  - Uniform surface without joints or with saw kerf joints (well defined separation of the slabs without texture variation on either side of the joint), continuous and slip resistant even if wet
  - Absence of obstacles or furniture in the pedestrian traffic area (terrace, work zones, trashcans, street furniture, snow bank, sidewalk sale)
    - OR
    - Presence of tactile clues on the ground and of visual contrast to indicate the presence of an obstacle placed at 600 mm or more from the obstacle
    - OR
    - The obstacles are all on the same side of the sidewalk or of the pedestrian path
  - Uniform lighting, continuous and non blinding on the sidewalk or the pedestrian path (50 lux or more with luminous transitions of 300 lux or less)
  - Adjoining surface excluding the area where vehicles circulated (if present) on the same level as the sidewalk or the pedestrian path
  - Interior and exterior edges of the sidewalk visible and clearly defined by a change in texture or a colour contrast (70 %) (gravel, grass, etc.)
  - Absence of a change in level
    - OR
    - Curb of 100 mm in height if there is a **small difference in level** near the sidewalk or the pedestrian path
    - OR
    - Presence of handrails and railing if the **difference in level is of 600 mm or more in height** :
      - One at a height of 750 mm (height at the top of the handrail) and the other at 920-1070 mm (height at the top of the handrail) for each side
      - Of tubular shape with a diameter of 30-43 mm
      - With an undermount fixation allowing a continuous prehension for the entire handrail
      - With horizontal extension (flat) continuous with the handrail of 300 mm at the extremities
      - At a distance of 50 mm or more from a wall (60 mm if the wall surface is abrasive) or a 2<sup>nd</sup> handrail considered as a railing
      - Of a contrasting colour with the walls (if present) and the sidewalk
      - Has a surface that is not rough
      - Does not transmit cold or heat
      - Extremities bent towards the ground or the wall
    - AND
    - Colour or texture contrasts on the ground indicating changes in level or the presence of stairs
  - Absence of irregularities, holes or grates
- If the surface is of a width greater than 2 m, add :
- Designs of contrasting colours (70 %), decorative bands or granite band in the area free from obstacles for pedestrian traffic

Comments :

Rating : 1  1  2  3  4

Summary of the obtained scores for the 2 items of Sidewalk and pedestrian path to access the building :  
 Indicate the number of checked off items for each accessibility rating



# 3- Building access from the exterior

## Ramp to access the building

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

Presence of a ramp to access the building. If so, go to the following item (3.5).  
 If there is no ramp and that entrance is accessible (following the evaluation of the curb cut and the sidewalk leading to the door), **indicate 8 points** in the **exemplary accessibility checkbox** and go to the section **Exterior signage (3.7)**.  
 In the absence of a ramp or any other way for a wheelchair user to access the building (i.e. if the only access requires the use of stairs), **indicate 2 points** in the **not present checkbox** and go to the section **Exterior signage (3.7)**.

### RAMP TO ACCESS THE BUILDING

(specify where : \_\_\_\_\_)

- 3.5 The layout of the ramp leading to the building is accessible
- Level inferior landing of 1800 mm by 1800 mm or more
  - Longitudinal slope (in the same direction as the pedestrian traffic) :  
 If the ramp is less than 9 m in length : slope of 1:12 (8,33%)  
 OR  
 If the ramp is 9 m or more in length : slope of 1:16 (6,25 %)
  - Cross slope (perpendicular to the pedestrian traffic on the ramp) of less than 1:50 (2,00 %)
  - Available width between the curbs of 1200 mm
  - Ramp of 9 m or less in length without changes in direction (key point)**  
 OR  
 Presence of a level intermediate landing every 9 m having the following dimensions according to the situation :  
 Without changes in direction : landing of a length of 1200 mm or more  
 “ L-shaped “ change in direction : landing of 1800 mm by 1800 mm or more  
 “ U-shaped “ change in direction : landing of 2200 mm by 2200 mm or more
  - Level superior landing with a free area of 1800 mm by 1800 mm or more out of the area occupied by the door’s opening space

Comments :

Rating : 1  1  2  3  4



# 3- Building access from the exterior

## Ramp to access the building

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
<p>3.6 The ramp leading to the building is safe</p> <p><input type="checkbox"/> Colour (70 %) / material contrast on the ground allowing a better visibility at the beginning and the end of the ramp</p> <p><input type="checkbox"/> Slip resistant surface for the ramp and the landings</p> <p><input type="checkbox"/> Curbs of 100 mm or more in height on each side of the ramp</p> <p><input type="checkbox"/> <b>Presence of a single ramp for which the available width between the handrails is of 1 m (key point)</b>  OR  Presence of a double ramp (2 lanes wide) of 2200 mm or more with an intermediate handrail and a space between handrails of less than 1650 mm  AND  <b>Handrails :</b>  One at a height of 750 mm (height at the top of the handrail) and the other at 920-1070 mm (height at the top of the handrail) for each side  Of tubular shape with a diameter of 30-43 mm  With an undermount fixation allowing a continuous prehension for the entire handrail (continuous at the intermediate landing)  With horizontal extension (flat) continuous with the handrail of 300 mm at the ramp's extremities  At a distance of 50 mm or more from a wall (60 mm if the wall surface is abrasive) or a 2nd handrail considered as a railing</p> <p><input type="checkbox"/> Handrails of a contrasting colour (70 %) with the walls and the ramp  Has a surface that is not rough  Does not transmit cold or heat  Extremities bent towards the ground or the wall</p> <p><input type="checkbox"/> Uniform lighting, continuous and non blinding over the ramp (150 lux or more with luminous transitions of 300 lux or less)</p> <p><input type="checkbox"/> Covered ramp to protect from bad weather</p>				
<p>Comments :</p>				
<p>Rating :</p>				
1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
<p>Summary of the obtained scores for the 2 items of Ramp to access the building :</p> <p>Indicate the number of checked off items for each accessibility rating</p>				



# 3- Building access from the exterior

## Exterior signage

Accessibility	
1- Not present	1- Inaccessible <input type="checkbox"/> 0 % accessible
	2- Poor to moderate <input type="checkbox"/> < 50 % accessible
	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible
	4- Exemplary <input type="checkbox"/> 100 % accessible

EXTERIOR SIGNAGE (specify where : \_\_\_\_\_)

3.7 The exterior signage is accessible

- Civic number with characters of 100 mm or more in height, contrasting with the wall (70%), visible and lit (200 lux or more)
- Civic number fixed so that the horizontal line of the lettering is at an average height of 1500 mm (± 100 mm)
- Main entrance indicated as being accessible (key point)**  
**OR**  
**If the main entrance is not accessible, presence of indications leading to an entrance which is accessible and indicated as such**
- Signage of accessibility fixed in such a way as the horizontal line of the lettering is at an average height of 1500 mm (± 100 mm)
- Identification and lighting of the equipment for the opening of the door (i.e. opening device, visual telephone) (200 lux or more)

Comments :

Rating : 1  1  2  3  4



# 3- Building access from the exterior

## Entrance

Accessibility				
1- Not present	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

According to the Code de construction du Québec, at least 50 % of entrances have to be free of obstacles and open at the sidewalk's level or on a ramp in accordance with the article 3.8.3.4 related to a sidewalk. The main entrance needs to be accessible.

ENTRANCE DOOR (specify which one : \_\_\_\_\_)

- 3.8 The entrance door is accessible from the exterior
- Lateral clearance **outside** on the side of the handle
    - If the door **pivots towards oneself**, clearance of 750 mm or more
    - OR
    - If the door **pivots in the opposite direction**, clearance of 300 mm or more
  - Free and level manoeuvring area of 1800 mm or more in diameter **outside** not occupied by the doors opening space
  - Entrance in the building possible with one of the following options : (key point)**
    - Automatic door (with an opening device or not) (sliding door or door opening opposite to oneself or towards oneself with a delay)
    - Bend " L-shaped " handle
    - " D-shaped " handle
    - Tubular vertical handle with a diameter of 40 mm or less

AND the door opening towards the wall

AND **If the door pivots towards oneself**, the handle is on the left, making the door pivot to the right for people with guide-dogs  
**If the door pivots in the opposite direction**, the handle is on the right

AND **If it is not an automatic door**

    - With a space of 35-45 mm between the handle and the door
    - With a contrasting handle (70 %) against the door (colour, finish)
  - Automatic door not requiring manipulation (key point)**
    - OR
    - Handle **outside** for which the center is at a height of 915 mm (± 100 mm)
    - OR
    - Automatic door opening device located on a wall close to the door at 1 m from it if it opens towards oneself OR closer if it opens in the opposite direction
    - OR
    - On a metal structure close to the door and for which the center is at a height of 915 mm (± 100 mm)

Comments :

Rating : 1  1  2  3  4



# 3- Building access from the exterior Entrance

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

3.9 The entrance door is functional and safe

Door (interior and exterior): Of contrasting colour (70 %) with the adjacent walls  
OR  
With a door frame of contrasting colour (70 %)

AND

**If it is a glass door**, presence of a band or horizontal motif of a contrasting colour (70 %) at a height of 900-1500 mm

Presence of a protective band of 300 mm or more at the bottom of the door inside and outside

Free opening of a width of 920 mm or more (from the greatest protuberance of the frame opposite to the hinges to the closest structure, the opened door or the opposite frame) (measure taken at 90° with the interior door frame)  
Of a height of 2030 mm or more

**If there is a door closer**, the clearance height under the door closer is of 1980 mm or more

Bevelled threshold of a height of less than 13 mm

Automatic door, automatic opening device or door requiring a small amount of force to open (use of 2 fingers)

Time for the door to close of 3-15 seconds

**Rating :** 1  1  2  3  4

**Comments :**

If the entrance is not done through the same door as the exit, evaluate the following item (3.10) for the door used to exit the building. Otherwise, go to item 3.11.

3.10 The entrance door is functional and safe

Door (interior and exterior): Of contrasting colour (70 %) with the adjacent walls  
OR  
With a door frame of contrasting colour (70 %)

AND

**If it is a glass door**, presence of a band or horizontal motif of a contrasting colour (70 %) at a height of 900-1500 mm

Presence of a protective band of 300 mm or more at the bottom of the door inside and outside

Free opening of a width of 920 mm or more (from the greatest protuberance of the frame opposite to the hinges to the closest structure, the opened door or the opposite frame) (measure taken at 90° with the interior door frame)  
Of a height of 2030 mm or more

**If there is a door closer**, the clearance height under the door closer is of 1980 mm or more

Bevelled threshold of a height of less than 13 mm

Automatic door, automatic opening device or door requiring a small amount of force to open (use of 2 fingers)

Time for the door to close of 3-15 seconds

**Rating :** 1  1  2  3  4

**Comments :**



# 3- Building access from the exterior Entrance

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
Presence of a vestibule. If so, go to the next item (3.11). Otherwise, indicate <b>not present</b> and go to <b>item 3.17</b> to evaluate the entrance door for the exit of the building.				
<b>3.11</b> The vestibule is accessible and safe <input type="checkbox"/> Presence of a space of 1200 mm between the edge of the opened entrance door and the next door <input type="checkbox"/> Presence of an area of 1700 mm by 1700 mm or more between the closed doors <input type="checkbox"/> Opening of the doors in series not requiring a change in direction				
<b>3.12</b> The floor, the walls and the lighting of the vestibule are safe <input type="checkbox"/> Floor with a mat finish eliminating glare AND Presence of a colour contrast (70 %) between the walls and the floor OR Presence of a contrast (70 %) at the bottom of the wall <input type="checkbox"/> Non-complex motifs on the floor that will not confuse people with a visual disability <input type="checkbox"/> Floor with a firm, stable and slip resistant surface even if wet <input type="checkbox"/> Surface without steps, change in level or unstable carpet Passage marked to indicate step(s), change in level or ramp and handrails, if present <input type="checkbox"/> Floor surface with a longitudinal slope (in the same direction as the traffic) of 1:20 (5,00 %) or less OR Floor surface with a longitudinal slope of more than 1:20 (5,00 %) considered as a ramp and following the accessibility criteria (see evaluation of a ramp on page 39) <input type="checkbox"/> Floor surface without openings (crack) OR With openings of less than 13 mm in diameter and are perpendicular to the traffic <input type="checkbox"/> Smooth wall surface, not posing a risk of injuries (evaluate the texture of the wall and not the presence of obstacles or objects fixed to the wall) <input type="checkbox"/> Wall surface with mat finish and not reflective AND not made of glass OR Presence of glass wall(s) with bands or horizontal contrasting motifs (70 %) at a height of 900-1500 mm AND <b>If the glass wall is exterior, presence of shading</b> <input type="checkbox"/> Absence of full length mirror on the walls <input type="checkbox"/> Uniform lighting, continuous and non blinding on the manoeuvring areas (200 lux or more with luminous transitions of 300 lux or less)				
<b>Rating :</b> 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/>				
<b>Comments :</b>				
<b>Rating :</b> 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/>				
<b>Comments :</b>				





# 3- Building access from the exterior Entrance

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

3.13 The interior vestibule door is accessible from inside the vestibule (entrance of the building)

Lateral clearance **in the vestibule** on the side of the handle  
If the door **pivots towards oneself**, clearance of 750 mm or more  
OR  
If the door **pivots in the opposite direction**, clearance of 300 mm or more

**Entrance in the building possible with one of the following options : (key point)**  
Automatic door (with an opening device or not) (sliding door or door opening opposite to oneself or towards oneself with a delay)  
Bend " L-shaped " handle  
" D-shaped " handle  
Pivoting door without handle or push bar  
  
AND the door opening towards the wall  
  
AND **If the door pivots towards oneself**, the handle is on the left, making the door pivot to the right for people with guide-dogs  
**If the door pivots in the opposite direction**, the handle is on the right  
  
AND **If it is not an automatic door**  
With a space of 35-45 mm between the handle and the door  
With a contrasting handle (70 %) against the door (colour, finish)

**Automatic door not requiring manipulation (key point)**  
OR  
Handle **outside** for which the center is at a height of 915 mm (± 100 mm)  
OR  
Automatic door opening device located on a wall close to the door at 1 m from it if it opens towards oneself OR closer if it opens in the opposite direction  
OR  
On a metal structure close to the door and for which the center is at a height of 915 mm (± 100 mm)

**Rating :** 1  1  2  3  4

**Comments :**

3.14 The interior vestibule door is functional and safe

Door (interior and exterior): Of contrasting colour (70 %) with the adjacent walls  
OR  
With a door frame of contrasting colour (70 %)  
AND  
**If it is a glass door**, presence of a band or horizontal motif of a contrasting colour (70 %) at a height of 900-1500 mm

Presence of a protective band of 300 mm or more at the bottom of the door inside and outside

Free opening of a width of 865 mm or more (from the greatest protuberance of the frame opposite to the hinges to the closest structure, the opened door or the opposite frame) (measure taken at 90° with the interior door frame)  
AND  
Of a height of 1980 mm or more

Absence of threshold

Automatic door, automatic opening device or door requiring a small amount of force to open (use of 2 fingers)

**Rating :** 1  1  2  3  4

**Comments :**





# 3- Building access from the exterior Entrance

Accessibility				
1- Not present	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

If the entrance is not done through the same door as the exit, evaluate the following item (3.15) for the door used to exit the building. Otherwise, go to item 3.16.

<p>3.15 The interior vestibule door is functional and safe</p> <p><input type="checkbox"/> Door (interior and exterior): Of contrasting colour (70 %) with the adjacent walls OR With a door frame of contrasting colour (70 %) AND If it is a <b>glass door</b>, presence of a band or horizontal motif of a contrasting colour (70 %) at a height of 900-1500 mm</p> <p><input type="checkbox"/> Presence of a protective band of 300 mm or more at the bottom of the door inside and outside</p> <p><input type="checkbox"/> Free opening of a width of 865 mm or more (from the greatest protuberance of the frame opposite to the hinges to the closest structure, the opened door or the opposite frame) (measure taken at 90° with the interior door frame) AND Of a height of 1980 mm or more</p> <p><input type="checkbox"/> Bevelled threshold of a height of less than 13 mm</p> <p><input type="checkbox"/> Automatic door, automatic opening device or door requiring a small amount of force to open (use of 2 fingers)</p>	<p><b>Comments :</b></p>					
<b>Rating :</b>	<table border="1" style="width: 100%;"> <tr> <td style="width: 20%;">1 <input type="checkbox"/></td> <td style="width: 20%;">1 <input type="checkbox"/></td> <td style="width: 20%;">2 <input type="checkbox"/></td> <td style="width: 20%;">3 <input type="checkbox"/></td> <td style="width: 20%;">4 <input type="checkbox"/></td> </tr> </table>	1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>		

<p>3.16 The interior vestibule door is accessible from outside the vestibule (exit of the building)</p> <p><input type="checkbox"/> Lateral clearance <b>in the vestibule</b> on the side of the handle If the door <b>pivots towards oneself</b>, clearance of 750 mm or more If the door <b>pivots in the opposite direction</b>, clearance of 300 mm or more</p> <p><input type="checkbox"/> Free and level manoeuvring area of 1500 mm or more in diameter <b>outside the vestibule</b> not occupied by the doors opening space</p> <p><input type="checkbox"/> <b>Exit of the building possible with one of the following options : (key point)</b> Automatic door (with an opening device or not) (sliding door or door opening opposite to oneself or towards oneself with a delay) Bend " L-shaped " handle " D-shaped " handle Pivoting door without handle or push bar AND the door opening towards the wall AND <b>If the door pivots towards oneself</b>, the handle is on the left, making the door pivot to the right for people with guide-dogs <b>If the door pivots in the opposite direction</b>, the handle is on the right AND <b>If it is not an automatic door</b> With a space of 35-45 mm between the handle and the door With a contrasting handle (70 %) against the door (colour, finish)</p> <p><input type="checkbox"/> <b>Automatic door not requiring manipulation (key point)</b> OR Handle <b>outside</b> for which the center is at a height of 915 mm (± 100 mm) OR Automatic door opening device located on a wall close to the door at 1 m from it if it opens towards oneself OR closer if it opens in the opposite direction OR On a metal structure close to the door and for which the center is at a height of 915 mm (± 100 mm)</p>	<p><b>Comments :</b></p>					
<b>Rating :</b>	<table border="1" style="width: 100%;"> <tr> <td style="width: 20%;">1 <input type="checkbox"/></td> <td style="width: 20%;">1 <input type="checkbox"/></td> <td style="width: 20%;">2 <input type="checkbox"/></td> <td style="width: 20%;">3 <input type="checkbox"/></td> <td style="width: 20%;">4 <input type="checkbox"/></td> </tr> </table>	1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>		



# 3- Building access from the exterior Entrance

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
<p>3.17 The entrance door is accessible from inside</p> <p><input type="checkbox"/> Lateral clearance <b>inside</b> on the side of the handle            If the door <b>pivots towards oneself</b>, clearance of 750 mm or more            OR            If the door <b>pivots in the opposite direction</b>, clearance of 300 mm or more</p> <p><input type="checkbox"/> <b>Exit of the building possible with one of the following options : (key point)</b>            Automatic door (with an opening device or not) (sliding door or door opening opposite to oneself or towards oneself with a delay)            Bend “ L-shaped “ handle            “ D-shaped “ handle            Tubular vertical handle with a diameter of 40 mm or less</p> <p>AND the door opening towards the wall</p> <p>AND <b>If the door pivots towards oneself</b>, the handle is on the left, making the door pivot to the right for people with guide-dogs  <b>If the door pivots in the opposite direction</b>, the handle is on the right</p> <p>AND <b>If it is not an automatic door</b>            With a space of 35-45 mm between the handle and the door            With a contrasting handle (70 %) against the door (colour, finish)</p> <p><input type="checkbox"/> <b>Automatic door not requiring manipulation (key point)</b>            OR            Handle <b>outside</b> for which the center is at a height of 915 mm (± 100 mm)            OR            Automatic door opening device located on a wall close to the door at 1 m from it if it opens towards oneself OR closer if it opens in the opposite direction            OR            On a metal structure close to the door and for which the center is at a height of 915 mm (± 100 mm)</p> <p><input type="checkbox"/> In the absence of a vestibule, add :            Free and level manoeuvring area of 1500 mm or more in diameter inside not occupied by the space needed for opening the doors</p>				
<p>Comments :</p>				
<p>Rating :</p>				
1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
<p>Summary of the obtained scores for the 10 items of Entrance :            Indicate the number of checked off items for each accessibility rating</p>				



# 4- Interior manoeuvring areas

## Global signage for the building

Accessibility	
1- Not present	
1- Inaccessible <input type="checkbox"/> 0 % accessible	
2- Poor to moderate <input type="checkbox"/> < 50 % accessible	
3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	
4- Exemplary <input type="checkbox"/> 100 % accessible	

GLOBAL SIGNAGE FOR THE BUILDING (specify where : \_\_\_\_\_)

- 4.1 The global signage for the building is accessible
- Visual panel located in the entrance hall or near the accessible entrance indicating all of the services
    - Fixed to the wall so that the horizontal line of the lettering is at an average height of 1500 mm (± 100 mm)
    - OR
    - Suspended to the ceiling with a clearance under the panel of 1980-2300 mm
    - OR
    - If the accessible entrance is not the main entrance and that there is no global signage panel of the services**, presence of indications leading to the reception desk, if there is one
      - With a writing in relief (if the signage panel is on the wall)
      - With a character size of 22 mm or more
      - With a mat finish and lit (200 lux or more)
      - Location of the panel outside a back lighting zone
      - Simple characters sans serif (verdana, arial, frutiger)
      - Essential message (avoid sentences)
  - Presence of a free and level manoeuvring area of 1500 mm or more in diameter in front of the signage panel of all the services in the building
  - Signage of all the services with contrasting background and writing (70 %)
    - With a writing in relief (if the signage panel is on the wall)
    - With a character size of 22 mm or more
    - With a mat finish and lit (200 lux or more)
    - Location of the panel outside a back lighting zone
    - Simple characters sans serif (verdana, arial, frutiger)
    - Essential message (avoid sentences)
  - Tactile signage (Braille) of all the services in the entrance hall or near the accessible entrance fixed to the wall so that the horizontal line of the lettering is at an average height of 1500 mm (± 100 mm)
  - Signage panel indicating the way to the restroom(s), the elevator (if present) and all other services present (cafeteria, library)
  - Identification of the level with a colour code and tactile cues
  - Visuals cues (display of the room number and visual signage panels of all the services) uniform in the entire building (colour, contrast, lettering, pictograms used)

**Comments :**  
 Visual signage panel of all the services near the reception desk, a help phone or a computer?  
  
 The adapted equipments (pay phone TTY) or automatic teller machine are indicated on the signage panel with all the services, if they are present in the building?

Rating : 1  1  2  3  4

Note : The global signage of a level should be found near **stairs and elevators** and the same criteria need to be answered.



# 4- Interior manoeuvring areas

## Floor, walls and lighting

Accessibility				
1- Not present	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

**FLOOR, WALLS AND LIGHTING (specify where : \_\_\_\_\_)**

4.2 The floor, the walls and the lighting are safe

- Floor with a mat finish eliminating glare  
AND  
Presence of a colour contrast (70 %) between the walls and the floor  
OR  
Presence of a contrast (70 %) at the bottom of the wall
- Non-complex motifs on the floor that will not confuse people with a visual disability
- Floor with a firm, stable and slip resistant surface even if wet
- Surface without steps, change in level or unstable carpet  
Passage marked to indicate step(s), change in level or ramp and handrails, if present
- Floor surface with a longitudinal slope (in the same direction as the traffic) of 1:20 (5,00 %) or less  
OR  
Floor surface with a longitudinal slope of more than 1:20 (5,00 %) considered as a ramp and following the accessibility criteria (see evaluation of a ramp on page 39)
- Floor surface without openings (crack)  
OR  
With openings of less than 13 mm in diameter and are perpendicular to the traffic
- Smooth wall surface, not posing a risk of injuries (evaluate the texture of the wall and not the presence of obstacles or objects fixed to the wall)
- Wall surface with mat finish and not reflective  
AND  
Not made of glass  
OR  
Presence of glass wall(s) with bands or horizontal contrasting motifs (70 %) at a height of 900-1500 mm  
AND  
**If the glass wall is exterior, presence of shading**
- Absence of full length mirror on the walls
- Uniform lighting, continuous and non blinding on the manoeuvring areas (150 lux or more with luminous transitions of 300 lux or less)

Comments :

Rating : 1  1  2  3  4



# 4- Interior manoeuvring areas

## Hallway

Accessibility				
1- Not present	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

HALLWAY (specify where : \_\_\_\_\_)

4.3 The hallway is accessible and safe

- Absence of objects (obstacle or furniture) projecting in the hallway (tables, chairs, plants, trashcans, etc.)  
OR  
Presence of object(s) located on the same side
- Presence of object(s) projecting from the wall with its front edge at a height of less than 350 mm or more than 1980 mm  
OR  
Presence of object(s) projecting from the wall with its front edge at a height between 350-1980 mm not projecting more than 100 mm in the hallway
- AND  
Detectable by a cue on the floor for a person using a white stick
- Available width without obstacles for manoeuvring of 1800 mm or more
- Available height without obstacles for manoeuvring of 1980 mm or more
- Presence of handrails on each side of the hallway with the top at a height of 915 mm
  - Of tubular shape with a diameter of 30-43 mm
  - With an undermount fixation allowing a continuous prehension
  - At a distance of 50 mm or more from a wall (60 mm if the wall surface is abrasive)
  - With a contrasting colour (70 %) with the wall
  - Has a surface that is not rough
  - Extremities bent towards the ground or the wall

For the entire building :

- Absence of stairs in the building  
OR  
Presence of a staircase perpendicular to traffic or withdrawn from the traffic area with the underface of the stairs indicated by a cue on the ground detectable with a white stick and delimiting manoeuvring when the clearance height is of 2 m or less
- Presence of a staircase perpendicular to traffic or withdrawn from the traffic area with superimposed flights of stairs, making the undersection of stairs not accessible

Comments :

Rating : 1  1  2  3  4



# 4- Interior manoeuvring areas

## Environmental control

Accessibility				
1- Not present	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

**ENVIRONMENTAL CONTROL** (ex. thermostat, switch, plug, network jack (internet), etc.)  
(specify which one : \_\_\_\_\_)

4.4 The environmental control is accessible

- Presence of an area of 1500 mm by 1500 mm in front of the environmental control
- Maximum height of the environmental control of 400-1200 mm
- Environmental control of a contrasting colour (70 %) to walls or its wall mounting plate

If there is/are control button(s), add :

- Environmental control operable with a fist without twisting of the wrist
- Control button(s) requiring a small amount of force for its activation (use of 2 fingers)

Comments :

Rating : 1  1  2  3  4

Experimental Checklist



# 4- Interior manoeuvring areas

## Ramp

Accessibility				
1- Not present	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

RAMP (specify which one : \_\_\_\_\_ )

4.5 The layout of the ramp is accessible

- Level inferior landing of 1800 mm by 1800 mm or more
- Longitudinal slope (in the same direction as the pedestrian traffic) :
  - If the ramp is less than 9 m in length : slope of 1:12 (8,33%)
  - OR
  - If the ramp is 9 m or more in length : slope of 1:16 (6,25 %)
- Cross slope (perpendicular to the pedestrian traffic on the ramp) of less than 1:50 (2,00 %)
- Available width between the curbs of 1200 mm
- Ramp of 9 m or less in length without changes in direction (key point)**
  - OR
  - Presence of a level intermediate landing every 9 m having the following dimensions according to the situation :
    - Without changes in direction : landing of a length of 1200 mm or more
    - “ L-shaped “ change in direction : landing of 1800 mm by 1800 mm or more
    - “ U-shaped “ change in direction : landing of 2200 mm by 2200 mm or more
- Level superior landing with a free area of 1800 mm by 1800 mm or more out of the area occupied by the door's opening space

Comments :

Rating : 1  1  2  3  4



# 4- Interior manoeuvring areas

## Ramp

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
Comments :				
Rating :				
1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
<b>Summary of the obtained scores for the 2 items of Ramp:</b> <b>Indicate the number of checked off items for each accessibility rating</b>				

- 4.6 The ramp is safe
- Colour (70 %) / material contrast on the ground allowing a better visibility at the beginning and the end of the ramp
  - Slip resistant surface for the ramp and the landings
  - Curbs of 100 mm or more in height on each side of the ramp
  - Presence of a single ramp for which the available width between the handrails is of 1 m (key point)**  
 OR  
 Presence of a double ramp (2 lanes wide) of 2200 mm or more with an intermediate handrail and a space between handrails of less than 1650 mm  
 AND  
**Handrails :**  
 One at a height of 750 mm (height at the top of the handrail) and the other at 920-1070 mm (height at the top of the handrail) for each side  
 Of tubular shape with a diameter of 30-43 mm  
 With an undermount fixation allowing a continuous prehension for the entire handrail (continuous at the intermediate landing)  
 With horizontal extension (flat) continuous with the handrail of 300 mm at the ramp's extremities  
 At a distance of 50 mm or more from a wall (60 mm if the wall surface is abrasive) or a 2nd handrail considered as a railing
  - Handrails of a contrasting colour (70 %) with the walls and the ramp  
 Has a surface that is not rough  
 Does not transmit cold or heat  
 Extremities bent towards the ground or the wall
  - Uniform lighting, continuous and non blinding over the ramp (150 lux or more with luminous transitions of 300 lux or less)

If the equipment used to change levels is a stairlift or a platform lift with oblique trajectory (equipments requiring assistance or supervision when used), indicate **not present**. The elevator or the platform lift (vertical trajectory) should be accessible **without human assistance or facility management**.





# 4- Interior manoeuvring areas

## Elevator

Accessibility	
1- Not present	
1- Inaccessible <input type="checkbox"/> 0 % accessible	
2- Poor to moderate <input type="checkbox"/> < 50 % accessible	
3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	
4- Exemplary <input type="checkbox"/> 100 % accessible	

ELEVATOR (specify which one : \_\_\_\_\_)

- 4.7 The exterior of the elevator is accessible
- Free and level manoeuvring area at the entrance in front of the elevator of 1500 mm by 1500 mm or more
  - Visual signage in relief, in Arabic numerals of contrasting colour (70 %) with the surface to identify each level and placed so that the mean horizontal line of the lettering is at a height of 1500 mm ( $\pm$  100 mm) on :
    - The door frame
    - OR
    - The wall perpendicular to the door
  - Tactile signage (Braille) to identify each level and fixed so that the mean horizontal line of the lettering is at a height of 1500 mm ( $\pm$  100 mm) on :
    - The door frame
    - OR
    - The wall perpendicular to the door
  - Exterior call buttons with their center at a height of 1200 mm or less :
    - If there is only **one elevator**, the exterior call buttons are located to the right if space allows
    - OR
    - If there are **many elevators**, the exterior call buttons are centered between the elevator doors
  - Exterior call buttons (up and down) with a contrasting coloured contour (70 %)
    - Luminescent when called and not when the doors open
    - Up button located above the down button
    - Presence of a pictogram in relief on the button or to its left, of contrasting colour (70 %) with the surface, indicating the function of the button
  - Exterior call buttons operable with a fist, without twisting of the wrist and of a diameter of 20 mm or more
  - Call buttons requiring a small amount of force for activation (use of 2 fingers)
  - Presence of a luminous indicator indicating the opening of the doors of a diameter of 60 mm or more
    - AND
    - Centered above the doors and the center at a height of 2-2,4 m
    - OR
    - Placed on the exterior door frame and the center at a height of 1500 mm ( $\pm$  100 mm)
  - Presence of an audible indicator for the opening of the doors and the direction of the elevator (1 bip to go up and 2 bips to go down) (10-80 dB of at least 10 dB above ambient sounds)
  - Free and level manoeuvring area at the exit in front of the elevator of 1500 mm by 1500 mm or more

Comments :

Rating : 1  1  2  3  4

# 4- Interior manoeuvring areas

## Elevator

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
<p><b>Comments :</b> The number of each attained level is visible on the command panel with the button's light?</p>				
<p><b>Rating :</b> 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/></p>				

- 4.8 The interior of the elevator is accessible
- Free clearance of the door : (measure taken at 90° with the interior frame of the door)  
If the door is **centered** on the wall of the lift car, free width of 1100 mm or more  
OR  
If the door is **not centered** on the wall of the lift car, free width of 915 mm or more
  - Gap between the threshold of the landing and the lift car, at the entrance and at the exit, preferably of 0 mm or up to 13 mm
  - Minimum dimensions of the lift car : (key point)**  
If the door is **centered** on the wall of the lift car : 2030 mm in width by 1700 mm in depth  
OR  
If the door is **not centered** on the wall of the lift car : 1725 mm in width by 1400 mm in depth
  - Presence of a convex mirror on the opposite side of the entrance allowing manoeuvring in a wheelchair
  - Control panel located on a lateral wall at 400 mm or more from the corner of the lift car  
Height of the control buttons of 200 mm or less
  - Control buttons with pictograms in relief with luminescent contour when activated and not when destination is reached :  
With a contrasting colour (70 %)  
OR  
Lit from behind
  - Braille identification **on** the buttons
  - Buttons operable with a fist without twisting of the wrist and of a diameter of 20 mm or more
  - Buttons requiring a small amount of force for its activation (use of 2 fingers)
  - Presence of a luminous indicator indicating the opening of the doors  
Of a diameter of 60 mm or more  
AND  
Centered above the doors and the center at a height of 2-2,4 m  
OR  
Placed on the exterior door frame and the center at a height of 1500 mm (± 100 mm)
  - Presence of an audible feedback of floor level (10-80 dB of at least 10 dB above ambient sounds)  
AND  
An audible cue indicating the opening of the doors and the direction of the elevator (1 bip to go up and 2 bips do go down) (10-80 dB at least 10 dB above ambient sounds)



# 4- Interior manoeuvring areas

## Elevator

	Accessibility					
	1- Not present	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible	
<p>4.9 The elevator is safe</p> <p><input type="checkbox"/> Doors and walls' surface with a mat finish to avoid glare</p> <p><input type="checkbox"/> Minimum delay of 4 seconds before the doors close AND Reopening device of the doors activated without physical contact for a duration of 20 seconds or more</p> <p><input type="checkbox"/> Colour (70 %) / material contrast between the floor and the walls inside the lift car</p> <p><input type="checkbox"/> Slip resistant floor surface inside the car lift</p> <p><input type="checkbox"/> Handrails on the walls of the lift car without doors, fixed at a height of 800-920 mm (height of the top of the handrail) Of tubular shape with a diameter of 35-45 mm At a distance of 50 mm or more Of a contrasting colour (70 %) with the walls Has bent ends towards the wall</p> <p><input type="checkbox"/> Lighting inside the lift car uniform (100 lux or more) and oriented to avoid glare on the control panel</p> <p><input type="checkbox"/> Emergency buttons located at the base of the panel and the center is at a height of 890 mm or less</p> <p><input type="checkbox"/> Visual phone or luminous indicator indicating that the malfunction signal has been received</p> <p><input type="checkbox"/> Presence of an intercom with the center of the control button at a height of 890 mm or less OR Presence of a phone / visual phone with the center at a height of 1200 mm or less with a cord of 915 mm or more If the phone is behind a door, it can be opened with a fist without twisting of the wrist and requiring a small amount of force (use of 2 fingers)</p>	<p><b>Comments :</b> Red flashing luminescent alarm OR audio warning (65-95 dB)?</p> <p>Presence of an assistance system (i.e. visual phone, webcam) allowing the person answering in case of emergency to see the person asking for help who cannot talk (keyboard and screen to transmit messages)?</p>					
	Rating :	1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
<p><b>Summary of the obtained scores for the 3 items of Elevator:</b> Indicate the number of checked off items for each accessibility rating</p>						



# 4- Interior manoeuvring areas

## Platform lift

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

**PLATFORM LIFT (specify which one : \_\_\_\_\_)**

<p>4.10 The exterior of the platform lift is accessible</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Free and level manoeuvring area at the entrance in front of the platform lift of 1500 mm by 1500 mm or more</li> <li><input type="checkbox"/> Call buttons (entrance/exit) with the center at a height of 1200 mm or less</li> <li><input type="checkbox"/> Call buttons (entrance/exit) operable with a fist without twisting of the wrist and of a diameter of 20 mm or more</li> <li><input type="checkbox"/> Call buttons (entrance/exit) requiring a small amount of force for its activation (use of 2 fingers)</li> <li><input type="checkbox"/> Free and level manoeuvring area at the exit in front of the platform lift of 1500 mm by 1500 mm or more</li> </ul>	<p><b>Comments :</b></p>										
<p>4.11 The interior of the lift is accessible</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Gap between the threshold of the landing and the lift car, at the entrance and at the exit, preferably of 0 mm or up to 13 mm</li> <li><input type="checkbox"/> <b>Lift car dimensions : (key point)</b> If the exit is made through the same door as the entrance : 1500 mm in depth by 1500 mm in width or more OR If the entrance and the exit are made through distinct doors : 1400 mm in depth by 865 mm in width or more</li> <li><input type="checkbox"/> Free clearance of the door of 865 mm or more (measure taken at 90° with the interior door frame)</li> <li><input type="checkbox"/> "Maintained pressure" controls (push-button or toggle switch) going back to stop position when released</li> <li><input type="checkbox"/> Controls inside the platform lift with the center at a height of 1200 mm or less</li> <li><input type="checkbox"/> Controls inside the platform lift operable with a fist without twisting of the wrist and of a diameter of 20 mm or more</li> <li><input type="checkbox"/> Controls inside the platform lift requiring a small amount of force for its activation (use of 2 fingers)</li> </ul>	<p><b>Comments :</b></p>										
<p>4.12 The platform lift is safe</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Exclusive use for the transportation of people (not for the transportation of merchandise)</li> <li><input type="checkbox"/> <b>Operating procedure and security measures posted so that the horizontal line of the lettering is at an average height of 1070 mm (±100 mm) (key point)</b> Essential message (avoid sentences) – favour pictograms With contrasting background and writing (70 %) Simple characters sans serif (verdana, arial, frutiger) With a character size of 22 mm or more With a mat finish and lit (200 lux or more)</li> <li><input type="checkbox"/> Mode of operation and security measures indicated in Braille</li> <li><input type="checkbox"/> Emergency buttons located at the base of the panel and the center is at a height of 890 mm or less</li> <li><input type="checkbox"/> Slip resistant floor surface</li> <li><input type="checkbox"/> Uniform lighting (100 lux or more) and oriented to avoid glare on the control panel</li> <li><input type="checkbox"/> <b>Side walls of a height of 1065 mm or more (key point)</b></li> </ul>	<p><b>Comments :</b> Presence of an assistance system (i.e. visual phone, webcam) allowing the person answering in case of emergency to see the person asking for help who cannot talk (keyboard and screen to transmit messages)?</p>										
<p><b>Summary of the obtained scores for the 3 items of Platform lift: Indicate the number of checked off items for each accessibility rating</b></p>	<table border="1"> <tr> <td>1</td> <td>1</td> <td>2</td> <td>3</td> <td>4</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </table>	1	1	2	3	4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1	1	2	3	4							
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>							

# 5- Places for learning and leisure

## Classroom, meeting room, multipurpose room, community hall and auditorium

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
If the classroom, meeting room, multipurpose room, community hall or auditorium is accessible only when using stairs, <b>indicate 7 points</b> in the <b>not present</b> box, but continue the evaluation of the room to measure its accessibility by going to the following item (5.1).				

**CLASSROOM, MEETING ROOM, MULTIPURPOSE ROOM, COMMUNITY HALL AND AUDITORIUM (specify which one) :**  
\_\_\_\_\_

- 5.1 The signage of the classroom, meeting room, multipurpose room, community hall or auditorium is accessible
- Presence of a free and level manoeuvring area of 1500 mm or more in diameter in front of the signage
  - Signage with contrasting colours for background and writing (70 %)
    - With a character size of 22 mm or more
    - With a writing in relief
    - With a mat finish and lit (200 lux or more)
    - Simple characters sans serif (verdana, arial, frutiger)
    - Essential message (avoid sentences)
  - Signage fixed so that the mean horizontal line of the lettering is at a height of 1500 mm (± 100 mm) :
    - If there is space** on the wall on the handle's side, at about 200 mm of the frame
    - OR
    - If there is no space** on the door's wall, on the door
  - Braille signage fixed so that the mean horizontal line of the lettering is at an average height of 1500 mm (± 100 mm) :
    - If there is space** on the wall on the handle's side, at about 200 mm of the frame
    - OR
    - If there is no space** on the door's wall, on the door

**Comments :**

**Rating :** 1  1  2  3  4



# 5- Places for learning and leisure

## Classroom, meeting room, multipurpose room, community hall and auditorium

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
<p><b>Comments :</b></p>				
<p><b>Rating :</b> 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/></p>				

- 5.2 The classroom, meeting room, multipurpose room, community hall or auditorium door is accessible from outside
- Lateral clearance **outside** the room on the side of the handle
    - If the door **pivots towards oneself**, clearance of 750 mm or more
    - OR
    - If the door **pivots in the opposite direction**, clearance of 300 mm or more
  - Free and level manoeuvring area of 1500 mm or more in diameter **outside the room** not occupied by the doors opening space
  - Entrance possible with one of the following options : (key point)**
    - Automatic door (with an opening device or not) (sliding door or door opening opposite to oneself or towards oneself with a delay)
    - Bend “ L-shaped “ handle
    - “ D-shaped “ handle
    - Pivoting door without handle or push bar

AND the door opening towards the wall

AND **If the door pivots towards oneself**, the handle is on the left, making the door pivot to the right for people with guide-dogs  
**If the door pivots in the opposite direction**, the handle is on the right

AND **If it is not an automatic door**

    - With a space of 35-45 mm between the handle and the door
    - With a contrasting handle (70 %) against the door (colour, finish)
  - Automatic door not requiring manipulation (key point)**
    - OR
    - Handle **outside** for which the center is at a height of 915 mm (± 100 mm)
    - OR
    - Automatic door opening device located on a wall close to the door at 1 m from it if it opens towards oneself OR closer if it opens in the opposite direction
    - OR
    - On a metal structure close to the door and for which the center is at a height of 915 mm (± 100 mm)



# 5- Places for learning and leisure

## Classroom, meeting room, multipurpose room, community hall and auditorium

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
<p>5.3 The classroom, meeting room, multipurpose room, community hall or auditorium room is functional and safe</p> <p><input type="checkbox"/> Door (interior and exterior): Of contrasting colour (70 %) with the adjacent walls OR With a door frame of contrasting colour (70 %) AND <b>If it is a glass door</b>, presence of a band or horizontal motif of a contrasting colour (70 %) at a height of 900-1500 mm</p> <p><input type="checkbox"/> Presence of a protective band of 300 mm or more at the bottom of the door inside and outside</p> <p><input type="checkbox"/> Door opening opposite to the hallway, recessed door opening towards the hallway or door at the extremity of the hallway</p> <p><input type="checkbox"/> Free opening of a width of 865 mm or more (from the greatest protuberance of the frame opposite to the hinges to the closest structure, the opened door or the opposite frame) (measure taken at 90° with the interior door frame) AND Of a height of 1980 mm or more</p> <p><input type="checkbox"/> Absence of threshold</p> <p><input type="checkbox"/> Automatic door, automatic opening device or door requiring a small amount of force to open (use of 2 fingers)</p>				
<p><b>Comments :</b></p>				
<p><b>Rating :</b> 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/></p>				



# 5- Places for learning and leisure

## Classroom, meeting room, multipurpose room, community hall and auditorium

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
<p>5.4 The classroom, meeting room, multipurpose room, community hall or auditorium door is accessible from inside</p> <p><input type="checkbox"/> Lateral clearance <b>inside the room</b> on the side of the handle            If the door <b>pivots towards oneself</b>, clearance of 750 mm or more            OR            If the door <b>pivots in the opposite direction</b>, clearance of 300 mm or more</p> <p><input type="checkbox"/> Free and level manoeuvring area of 1500 mm or more in diameter <b>inside the room</b> not occupied by the doors opening space</p> <p><input type="checkbox"/> <b>Exit possible with one of the following options : (key point)</b>            Automatic door (with an opening device or not) (sliding door or door opening opposite to oneself or towards oneself with a delay)            Bend “ L-shaped “ handle            “ D-shaped “ handle            Pivoting door without handle or push bar</p> <p>AND the door opening towards the wall</p> <p>AND <b>If the door pivots towards oneself</b>, the handle is on the left, making the door pivot to the right for people with guide-dogs  <b>If the door pivots in the opposite direction</b>, the handle is on the right</p> <p>AND <b>If it is not an automatic door</b>            With a space of 35-45 mm between the handle and the door            With a contrasting handle (70 %) against the door (colour, finish)</p> <p><input type="checkbox"/> <b>Automatic door not requiring manipulation (key point)</b>            OR            Handle <b>outside</b> for which the center is at a height of 915 mm (± 100 mm)            OR            Automatic door opening device located on a wall close to the door at 1 m from it if it opens towards oneself OR closer if it opens in the opposite direction            OR            On a metal structure close to the door and for which the center is at a height of 915 mm (± 100 mm)</p>				
<p>Comments :</p>				
<p>Rating : 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/></p>				

Experimental Checklist





# 5- Places for learning and leisure

## Classroom, meeting room, multipurpose room, community hall and auditorium

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

<p>5.5 The floor, the walls and the lighting in the classroom, meeting room, multipurpose room, community hall or auditorium are safe</p> <p><input type="checkbox"/> Floor with a mat finish eliminating glare AND Presence of a colour contrast (70 %) between the walls and the floor OR Presence of a contrast (70 %) at the bottom of the wall</p> <p><input type="checkbox"/> Non-complex motifs on the floor that will not confuse people with a visual disability</p> <p><input type="checkbox"/> Floor with a firm, stable and slip resistant surface even if wet</p> <p><input type="checkbox"/> Floor surface with a longitudinal slope (in the same direction as the traffic) of 1:20 (5,00 %) or less OR Floor surface with a longitudinal slope of more than 1:20 (5,00 %) considered as a ramp and following the accessibility criteria (see evaluation of a ramp on page 39)</p> <p><input type="checkbox"/> Floor surface without openings (crack) OR With openings of less than 13 mm in diameter and are perpendicular to the traffic</p> <p><input type="checkbox"/> Smooth wall surface, not posing a risk of injuries (evaluate the texture of the wall and not the presence of obstacles or objects fixed to the wall)</p> <p><input type="checkbox"/> Wall surface with mat finish and not reflective AND Not made of glass OR Presence of glass wall(s) with bands or horizontal contrasting motifs (70 %) at a height of 900-1500 mm AND <b>If the glass wall is exterior, presence of shading</b></p> <p><input type="checkbox"/> Absence of full length mirror on the walls</p> <p><input type="checkbox"/> Uniform lighting, continuous and non blinding on the manoeuvring areas (150 lux or more with luminous transitions of 300 lux or less)</p>	<p><b>Comments :</b></p> <p><b>Rating :</b> 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/></p>
<p>5.6 The environmental controls of the classroom, meeting room, multipurpose room, community hall or auditorium are accessible (thermostat, switch, plug and network jack (internet) (preferably on a desk or on an adjacent wall), remote for the computer, etc.)</p> <p><input type="checkbox"/> Presence of an area of 1500 mm by 1500 mm in front of the environmental control</p> <p><input type="checkbox"/> Maximum height of the environmental control of 400-1200 mm</p> <p><input type="checkbox"/> Environmental control of a contrasting colour (70 %) to walls or its wall mounting plate</p> <p>If there is/are control button(s), add :</p> <p><input type="checkbox"/> Environmental control operable with a fist without twisting of the wrist</p> <p><input type="checkbox"/> Control button(s) requiring a small amount of force for its activation (use of 2 fingers)</p>	<p><b>Comments :</b></p> <p><b>Rating :</b> 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/></p>



# 5- Places for learning and leisure

## Classroom, meeting room, multipurpose room, community hall and auditorium

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

5.7 The classroom, meeting room, multipurpose room, community hall or auditorium is accessible

- Free and level manoeuvring area of 1500 mm by 1500 mm or more and accessible in front of the blackboard and the teacher's desk
- Width of the aisles between tables of 1065 mm or more
- Presence of seats not fixed to the ground which can be moved according to the number of fixed seats :

Number of fixed seats	Number of not fixed seats required
2 - 100	2
101 – 200	3
201 – 300	4
301 – 400	5
401 – 500	6
For every 400 other seats	An additional seat

At least 2 accessible seats have to be next to each other and allow a companion (needing an accessible seat or not) to sit. A space is available for a sign language interpreter in a row facing accessible seats without the interpreter being in the aisle.

- Height of the seats of 450-520 mm
- If it is not a performance hall  
Free space for seating of 900 mm in width by 1525 mm in depth or more including the clearance under the table
- If it is not a performance hall  
Height of the work surface of 710-865 mm  
Clearance of 685 mm in height (or adjustable height) by 760 mm in width and 485 mm in depth or more
- Ground surface without steps or a route leading to an accessible seat and in front of the class without steps
- Non obstructed vision from the accessible seats of the screen and the presenter
- Adjustable height of the lectern  
OR  
Presence of a table having the following characteristics :  
Free space for seating of 900 mm in width by 1525 mm in depth or more including the clearance under the table  
Height of the work surface of 710-865 mm  
Clearance of 685 mm in height (or adjustable height) by 760 mm in width and 485 mm in depth or more
- Adjustable lighting control on the presenter (300 lux or more)
- Uniform lighting, continuous and non blinding on the accessible seats (200 lux or more with luminous transitions of 300 lux or less)
- If it is an auditorium, the accessible seats are indicated as being accessible  
AND  
The zone is defined with a color (70 %) and a texture contrast on the ground
- If there is a stage, it is accessible from an accessible ramp (see page 39)
- If it is a classroom of more than 50 seats, presence of an adjustable height or portable mike

**Comments :**  
Presence of a magnetic system (induction loop), FM or infrared for people with a hearing impairment?

Rating : 1  1  2  3  4

Summary of the obtained scores for the 7 items of Classroom, meeting room, multipurpose room, community hall and auditorium:  
Indicate the number of checked off items for each accessibility rating

--	--	--	--	--



# 5- Places for learning and leisure

## Library / Resource centre

	1- Not present	Accessibility			
		1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
<p>If it is a building with the vocation of a library or resource centre, first complete checklists 1, 2, 3 and 4 if needed. Item 5.8 is not to be completed in this situation. Items 5.9 to 5.12 are to be completed if needed.</p> <p>If the library / resource centre is inside a building with multiple functions and is accessible only through the use of stairs, <b>indicate 10 points</b> in the <b>not present</b> box, but continue the evaluation of the library / resource centre to measure its accessibility by going to the following item (5.8).</p>					
<p>5.8 The general signage of the library / resource centre is accessible</p> <p><input type="checkbox"/> Library / resource centre identified and located clearly with a comprehensible pictogram</p> <p><input type="checkbox"/> Presence of a free and level manoeuvring area of 1500 mm or more in diameter in front of the signage</p> <p><input type="checkbox"/> Signage with contrasting colours for background and writing (70 %)</p> <p style="padding-left: 20px;">With a character size of 22 mm or more</p> <p style="padding-left: 20px;">With a writing in relief</p> <p style="padding-left: 20px;">With a mat finish and lit (200 lux or more)</p> <p style="padding-left: 20px;">Simple characters sans serif (verdana, arial, frutiger)</p> <p style="padding-left: 20px;">Essential message (avoid sentences)</p> <p><input type="checkbox"/> Signage fixed so that the mean horizontal line of the lettering is at a height of 1500 mm (± 100 mm) :</p> <p style="padding-left: 20px;"><b>If there is space</b> on the wall on the handle's side, at about 200 mm of the frame</p> <p style="padding-left: 20px;">OR</p> <p style="padding-left: 20px;"><b>If there is no space</b> on the door's wall, on the door</p> <p><input type="checkbox"/> Braille signage fixed so that the mean horizontal line of the lettering is at an average height of 1500 mm (± 100 mm) :</p> <p style="padding-left: 20px;"><b>If there is space</b> on the wall on the handle's side, at about 200 mm of the frame</p> <p style="padding-left: 20px;">OR</p> <p style="padding-left: 20px;"><b>If there is no space</b> on the door's wall, on the door</p>		<p><b>Comments :</b></p>			
		<p>Rating : 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/></p>			



# 5- Places for learning and leisure

## Library / Resource centre

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
<p><b>Comments :</b></p>				
<p><b>Rating :</b> 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/></p>				

- 5.9 The library or resource centre door is accessible from outside
- Lateral clearance **outside** the room on the side of the handle
    - If the door **pivots towards oneself**, clearance of 750 mm or more
    - OR
    - If the door **pivots in the opposite direction**, clearance of 300 mm or more
  - Free and level manoeuvring area of 1500 mm or more in diameter **outside the room** not occupied by the doors opening space
  - Entrance possible with one of the following options : (key point)**
    - Automatic door (with an opening device or not) (sliding door or door opening opposite to oneself or towards oneself with a delay)
    - Bend “ L-shaped “ handle
    - “ D-shaped “ handle
    - Pivoting door without handle or push bar

AND the door opening towards the wall

AND **If the door pivots towards oneself**, the handle is on the left, making the door pivot to the right for people with guide-dogs  
**If the door pivots in the opposite direction**, the handle is on the right

AND **If it is not an automatic door**

    - With a space of 35-45 mm between the handle and the door
    - With a contrasting handle (70 %) against the door (colour, finish)
  - Automatic door not requiring manipulation (key point)**
    - OR
    - Handle **outside** for which the center is at a height of 915 mm (± 100 mm)
    - OR
    - Automatic door opening device located on a wall close to the door at 1 m from it if it opens towards oneself OR closer if it opens in the opposite direction
    - OR
    - On a metal structure close to the door and for which the center is at a height of 915 mm (± 100 mm)



# 5- Places for learning and leisure

## Library / Resource centre

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
<b>Comments :</b>          				
<b>Rating :</b> 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/>				

5.10 The library or resource centre door is functional and safe

Door (interior and exterior): Of contrasting colour (70 %) with the adjacent walls

OR

With a door frame of contrasting colour (70 %)

AND

**If it is a glass door**, presence of a band or horizontal motif of a contrasting colour (70 %) at a height of 900-1500 mm

Presence of a protective band of 300 mm or more at the bottom of the door inside and outside

Door opening opposite to the hallway, recessed door opening towards the hallway or door at the extremity of the hallway

Free opening of a width of 865 mm or more (from the greatest protuberance of the frame opposite to the hinges to the closest structure, the opened door or the opposite frame) (measure taken at 90° with the interior door frame)

AND

Of a height of 1980 mm or more

Absence of threshold

Automatic door, automatic opening device or door requiring a small amount of force to open (use of 2 fingers)

If the entrance is not done through the same door as the exit, evaluate the following item (5.11) for the door used to exit the building. Otherwise, go to item 5.12.

5.11 The library or resource centre door is functional and safe

Door (interior and exterior): Of contrasting colour (70 %) with the adjacent walls

OR

With a door frame of contrasting colour (70 %)

AND

**If it is a glass door**, presence of a band or horizontal motif of a contrasting colour (70 %) at a height of 900-1500 mm

Presence of a protective band of 300 mm or more at the bottom of the door inside and outside

Door opening opposite to the hallway, recessed door opening towards the hallway or door at the extremity of the hallway

Free opening of a width of 865 mm or more (from the greatest protuberance of the frame opposite to the hinges to the closest structure, the opened door or the opposite frame) (measure taken at 90° with the interior door frame)

AND

Of a height of 1980 mm or more

Absence of threshold

Automatic door, automatic opening device or door requiring a small amount of force to open (use of 2 fingers)

<b>Comments :</b>          				
<b>Rating :</b> 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/>				



# 5- Places for learning and leisure

## Library / Resource centre

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
<p><b>Comments :</b></p>				
<p><b>Rating :</b> 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/></p>				

- 5.12 The library of resource centre door is accessible from inside
- Lateral clearance **inside the room** on the side of the handle
    - If the door **pivots towards oneself**, clearance of 750 mm or more
    - OR
    - If the door **pivots in the opposite direction**, clearance of 300 mm or more
  - Free and level manoeuvring area of 1500 mm or more in diameter **inside the room** not occupied by the doors opening space
  - Exit possible with one of the following options : (key point)**
    - Automatic door (with an opening device or not) (sliding door or door opening opposite to oneself or towards oneself with a delay)
    - Bend “ L-shaped “ handle
    - “ D-shaped “ handle
    - Pivoting door without handle or push bar

AND the door opening towards the wall

AND **If the door pivots towards oneself**, the handle is on the left, making the door pivot to the right for people with guide-dogs  
**If the door pivots in the opposite direction**, the handle is on the right

AND **If it is not an automatic door**

    - With a space of 35-45 mm between the handle and the door
    - With a contrasting handle (70 %) against the door (colour, finish)
  - Automatic door not requiring manipulation (key point)**
    - OR
    - Handle **outside** for which the center is at a height of 915 mm (± 100 mm)
    - OR
    - Automatic door opening device located on a wall close to the door at 1 m from it if it opens towards oneself OR closer if it opens in the opposite direction
    - OR
    - On a metal structure close to the door and for which the center is at a height of 915 mm (± 100 mm)



# 5- Places for learning and leisure

## Library / Resource centre

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

5.13 The floor, the walls and the lighting of the library or the resource centre are safe

Floor with a mat finish eliminating glare  
AND  
Presence of a colour contrast (70 %) between the walls and the floor  
OR  
Presence of a contrast (70 %) at the bottom of the wall

Non-complex motifs on the floor that will not confuse people with a visual disability

Floor with a firm, stable and slip resistant surface even if wet

Surface without steps, change in level or unstable carpet  
Passage marked to indicate step(s), change in level or ramp and handrails, if present

Floor surface with a longitudinal slope (in the same direction as the traffic) of 1:20 (5,00 %) or less  
OR  
Floor surface with a longitudinal slope of more than 1:20 (5,00 %) considered as a ramp and following the accessibility criteria (see evaluation of a ramp on page 39)

Floor surface without openings (crack)  
OR  
With openings of less than 13 mm in diameter and are perpendicular to the traffic

Smooth wall surface, not posing a risk of injuries (evaluate the texture of the wall and not the presence of obstacles or objects fixed to the wall)

Wall surface with mat finish and not reflective  
AND  
Not made of glass  
OR  
Presence of glass wall(s) with bands or horizontal contrasting motifs (70 %) at a height of 900-1500 mm  
AND  
**If the glass wall is exterior, presence of shading**

Absence of full length mirror on the walls

Uniform lighting, continuous and non blinding on the manoeuvring areas (150 lux or more with luminous transitions of 300 lux or less)

Comments :

Rating : 1  1  2  3  4

5.14 The environmental controls in the library / resource centre are accessible (thermostat, switch, plug and network jack (internet) (preferably on a desk or on an adjacent wall), remote for the computer, etc.)

Presence of an area of 1500 mm by 1500 mm in front of the environmental control

Maximum height of the environmental control of 400-1200 mm

Environmental control of a contrasting colour (70 %) to walls or its wall mounting plate

If there is/are control button(s), add :

Environmental control operable with a fist without twisting of the wrist

Control button(s) requiring a small amount of force for its activation (use of 2 fingers)

Comments :

Rating : 1  1  2  3  4



# 5- Places for learning and leisure

## Library / Resource centre

	Accessibility				
	1- Not present	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
If the shelves are only accessible to the library's or the resource centre's employees, <b>indicate 8 points</b> in the <b>exemplary accessibility</b> box and go to <b>item 5.17</b> .					
<p>5.15 The library / resource centre's bookshelves are accessible</p> <p><input type="checkbox"/> Free and level manoeuvring area of 1500 mm by 1500 mm or more at the beginning and at the end of each aisle</p> <p><input type="checkbox"/> Width of the aisles of 1200 mm or more</p> <p><input type="checkbox"/> Continuous and uniform lighting of the bookshelves (200 lux or more with luminous transitions of 300 lux or less)</p> <p><input type="checkbox"/> Signage of the bookshelves with contrasting background and writing (70 %)</p> <p style="margin-left: 20px;">With a character size of 22 mm or more</p> <p style="margin-left: 20px;">With a writing in relief</p> <p style="margin-left: 20px;">With a mat finish</p> <p style="margin-left: 20px;">Simple characters sans serif (verdana, arial, frutiger)</p> <p style="margin-left: 20px;">Essential message (avoid sentences)</p> <p><input type="checkbox"/> Signage fixed so that the mean horizontal line of the lettering is at a height of 1500 mm (± 100 mm)</p>	<p><b>Comments :</b></p>				
<b>Rating :</b>	1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
<p>5.16 The shelves are accessible</p> <p>Estimate the percentage of shelves located at a height between 400-1200 mm. Relate the percentage to the possible rating categories.</p>	<p><b>Comments :</b></p>				
<b>Rating :</b>	1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>





# 5- Places for learning and leisure

## Library / Resource centre

Accessibility				
1- Not present	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

A reception desk should be present on each level of the library or resource centre.

**RECEPTION DESK (specify which one : \_\_\_\_\_)**

5.17 The reception desk is accessible

- Desk visible and accessible from the library / resource centre door or the elevator
- Presence of tactile cues contrasting (70 %) to the ground indicating the presence of a desk
- Presence of a free and level manoeuvring area of 1500 mm or more in diameter in front of the desk
- Presence of a desk section accessible at a height of 865 mm or less
- Clearance under the desk of 920 mm in width, 510 mm in depth and 700 mm in height or more
- Desk surface not blinding and of contrasting colour (70 %) with the walls and the floor
- Lighting directed towards the agent's face (700 lux or more)
  
- If there is a glass panel**, it has horizontal and contrasting bands or motifs (70 %) at a height of 900-1500 mm, but it would be preferable if there was no glass panel

**Comments :**

**Rating :** 1  1  2  3  4

**COMPUTER STATION OR WORK STATION (specify which one : \_\_\_\_\_)**

5.18 The computer station or work station is accessible

- Free and level manoeuvring area of 1500 mm by 1500 mm or more in front of the accessible table(s)
- Height of the work surface of 710-865 mm  
Clearance of 685 mm in height (or adjustable height), 760 mm in width and 485 mm in depth or more
- Certain stations do not have seats for wheelchair users  
OR  
Presence of chairs that are not fixed to the ground
- Presence of seats with a backrest, some with and others without armrests
- Height of the seats of 450-520 mm

**Comments :**

Computer station with vocal software?

**Rating :** 1  1  2  3  4

**Summary of the obtained scores for the 11 items of Library / Resource centre:**  
**Indicate the number of checked off items for each accessibility rating**

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# 5- Places for learning and leisure

## Locker room entrance

	1- Not present	Accessibility			
		1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
If the locker room is accessible only through the use of stairs, <b>indicate 15 points</b> in the <b>not present</b> box, but continue the evaluation of the locker room to measure its accessibility by going to the following item (5.19).					
If there is no door and that the clearance of the opening is of a width of 865 mm or more and that the frame is of a contrasting colour with the walls (70 %), <b>indicate 12 points</b> in the <b>exemplary accessibility</b> box. Go to the indications preceding <b>item 5.22</b> .					
<p>5.19 The locker room door is accessible from outside</p> <p><input type="checkbox"/> Lateral clearance <b>outside</b> the room on the side of the handle            If the door <b>pivots towards oneself</b>, clearance of 750 mm or more            OR            If the door <b>pivots in the opposite direction</b>, clearance of 300 mm or more</p> <p><input type="checkbox"/> Free and level manoeuvring area of 1500 mm or more in diameter <b>outside the room</b> not occupied by the doors opening space</p> <p><input type="checkbox"/> <b>Entrance possible with one of the following options : (key point)</b>            Automatic door (with an opening device or not) (sliding door or door opening opposite to oneself or towards oneself with a delay)            Bend “ L-shaped “ handle            “ D-shaped “ handle            Pivoting door without handle or push bar</p> <p>AND the door opening towards the wall</p> <p>AND <b>If the door pivots towards oneself</b>, the handle is on the left, making the door pivot to the right for people with guide-dogs  <b>If the door pivots in the opposite direction</b>, the handle is on the right</p> <p>AND <b>If it is not an automatic door</b>            With a space of 35-45 mm between the handle and the door            With a contrasting handle (70 %) against the door (colour, finish)</p> <p><input type="checkbox"/> <b>Automatic door not requiring manipulation (key point)</b>            OR            Handle <b>outside</b> for which the center is at a height of 915 mm (± 100 mm)            OR            Automatic door opening device located on a wall close to the door at 1 m from it if it opens towards oneself OR closer if it opens in the opposite direction            OR            On a metal structure close to the door and for which the center is at a height of 915 mm (± 100 mm)</p>					<p><b>Comments :</b></p>
					<p><b>Rating :</b> 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/></p>



# 5- Places for learning and leisure

## Locker room entrance

	1- Not present	Accessibility				
		1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible	
<p>5.20 The locker room door is functional and safe</p> <p><input type="checkbox"/> Door (interior and exterior): Of contrasting colour (70 %) with the adjacent walls  OR  With a door frame of contrasting colour (70 %)</p> <p>AND</p> <p><b>If it is a glass door</b>, presence of a band or horizontal motif of a contrasting colour (70 %) at a height of 900-1500 mm</p> <p><input type="checkbox"/> Presence of a protective band of 300 mm or more at the bottom of the door inside and outside</p> <p><input type="checkbox"/> Door opening opposite to the hallway, recessed door opening towards the hallway or door at the extremity of the hallway</p> <p><input type="checkbox"/> Free opening of a width of 865 mm or more (from the greatest protuberance of the frame opposite to the hinges to the closest structure, the opened door or the opposite frame) (measure taken at 90° with the interior door frame)</p> <p>AND</p> <p>Of a height of 1980 mm or more</p> <p><input type="checkbox"/> Absence of threshold</p> <p><input type="checkbox"/> Automatic door, automatic opening device or door requiring a small amount of force to open (use of 2 fingers)</p>		<p><b>Comments :</b></p>				
	<p><b>Rating :</b></p>	1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>



# 5- Places for learning and leisure

## Locker room entrance

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
Comments :				
Rating :				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Summary of the obtained scores for the 3 items of Locker room entrance:</b> <b>Indicate the number of checked off items for each accessibility rating</b>				

5.21 The locker room door is accessible from inside

Lateral clearance **inside the room** on the side of the handle  
 If the door **pivots towards oneself**, clearance of 750 mm or more  
 OR  
 If the door **pivots in the opposite direction**, clearance of 300 mm or more

Free and level manoeuvring area of 1500 mm or more in diameter **inside the room** not occupied by the doors opening space

**Exit possible with one of the following options : (key point)**  
 Automatic door (with an opening device or not) (sliding door or door opening opposite to oneself or towards oneself with a delay)  
 Bend “ L-shaped “ handle  
 “ D-shaped “ handle  
 Pivoting door without handle or push bar

AND the door opening towards the wall

AND **If the door pivots towards oneself**, the handle is on the left, making the door pivot to the right for people with guide-dogs  
**If the door pivots in the opposite direction**, the handle is on the right

AND **If it is not an automatic door**  
 With a space of 35-45 mm between the handle and the door  
 With a contrasting handle (70 %) against the door (colour, finish)

**Automatic door not requiring manipulation (key point)**  
 OR  
 Handle **outside** for which the center is at a height of 915 mm (± 100 mm)  
 OR  
 Automatic door opening device located on a wall close to the door at 1 m from it if it opens towards oneself OR closer if it opens in the opposite direction  
 OR  
 On a metal structure close to the door and for which the center is at a height of 915 mm (± 100 mm)

**If there is a threshold** in the manoeuvring area of the locker room which is higher than 13 mm and is not bevelled, **indicate 1 point** in the **not present** box.



# 5- Places for learning and leisure

## Dressing room

	1- Not present	Accessibility				
		1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible	
If the dressing room is only accessible through the use of stairs, <b>indicate 5 points</b> in the <b>not present</b> box, but continue the evaluation of the dressing room to measure its accessibility by going to the following item (5.22).						
If there are no dressing rooms in the locker room, the area used to change needs to respond to the criteria in <b>items 5.24 and 5.25</b> (except the second characteristic concerned with the hooks). Check off the <b>not present</b> box for <b>items 5.22, 5.23 and 5.26</b> .						
If there is no <b>accessible</b> dressing room in the locker room, <b>indicate 4 points</b> in the <b>not present</b> box.						
<p>5.22 The signage of the dressing room is accessible</p> <p><input type="checkbox"/> Dressing room identified and located clearly with a comprehensible pictogram</p> <p><input type="checkbox"/> Presence of a free and level manoeuvring area of 1500 mm or more in diameter in front of the signage</p> <p><input type="checkbox"/> Signage with contrasting colours for background and writing (70 %)          With a character size of 22 mm or more          With a writing in relief          With a mat finish and lit (200 lux or more)          Simple characters sans serif (verdana, arial, frutiger)          Essential message (avoid sentences)</p> <p><input type="checkbox"/> Signage fixed so that the mean horizontal line of the lettering is at a height of 1500 mm (<math>\pm</math> 100 mm) :  <b>If there is space</b> on the wall on the handle's side, at about 200 mm of the frame          OR  <b>If there is no space</b> on the door's wall, on the door</p> <p><input type="checkbox"/> Braille signage fixed so that the mean horizontal line of the lettering is at an average height of 1500 mm (<math>\pm</math> 100 mm) :  <b>If there is space</b> on the wall on the handle's side, at about 200 mm of the frame          OR  <b>If there is no space</b> on the door's wall, on the door</p>		<p>Comments :</p>				
	Rating :	1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>



# 5- Places for learning and leisure

## Dressing room

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

5.23 The opening and closing mechanism of the dressing room door is functional

Presence of a curtain :

- Clearance of the opening of 865 mm or more (measure taken at 90° with the interior frame of the opening)
- Absence of threshold
- Operable with a fist without twisting of the wrist
- Requires a small amount of force to open (use of 2 fingers)

OR

Presence of a door :

- Stall door opening towards the exterior
- Clearance of the opening of the stall door of 65 mm or more (from the most protuberant part of the frame opposite to the hinges to the closest structure, the opened door or the opposite frame) (measure taken at 90° with the interior door frame)  
AND  
Of a clearance height of 1980 mm or more
- Free and level manoeuvring area of 1500 mm or more in diameter **outside the stall** not occupied by the opening space of the door
- Absence of threshold for the stall door
- Exterior** stall door handle with the center at a height of 915 mm (± 100 mm)  
Located on the side opposite to the hinges  
Of contrasting colour (70 %) with the door (colour, finish)
- Exterior** stall door handle operable with a fist without twisting of the wrist
- Interior** stall door handle, horizontal, with the center at a height of 900-1000 mm  
Of 140 mm or more in length  
With the center at 200-300 mm from the hinges  
Contrasting (70 %) with the door (colour, finish)
- Interior** stall door handle operable with a fist without twisting of the wrist
- Stall door requiring a small amount of force to open (use of 2 fingers)
- Locking mechanism with the center at a height of 900-1000 mm
- Locking mechanism operable with a fist without twisting of the wrist (size of the mechanism and alignment of the latch facilitating the handling)
- Locking mechanism requiring a small amount of force (use of 2 fingers)

Comments :

Rating : 1  1  2  3  4



# 5- Places for learning and leisure

## Dressing room

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
<p>5.24 The floor, the walls and the lighting of the dressing room are safe</p> <p><input type="checkbox"/> Floor with a mat finish eliminating glare AND Presence of a colour contrast (70 %) between the walls and the floor OR Presence of a contrast (70 %) at the bottom of the wall</p> <p><input type="checkbox"/> Non-complex motifs on the floor that will not confuse people with a visual disability</p> <p><input type="checkbox"/> Floor with a firm, stable and slip resistant surface even if wet</p> <p><input type="checkbox"/> Surface without steps, change in level or unstable carpet</p> <p><input type="checkbox"/> Floor surface with a longitudinal slope (in the same direction as the traffic) of 1:20 (5,00 %) or less</p> <p><input type="checkbox"/> Floor surface without openings (crack) OR With openings of less than 13 mm in diameter and are perpendicular to the traffic</p> <p><input type="checkbox"/> Smooth wall surface, not posing a risk of injuries (evaluate the texture of the wall and not the presence of obstacles or objects fixed to the wall)</p> <p><input type="checkbox"/> Wall surface with mat finish and not reflective</p> <p><input type="checkbox"/> Absence of full length mirror on the walls</p> <p><input type="checkbox"/> Uniform lighting, continuous and non blinding on the manoeuvring areas (200 lux or more with luminous transitions of 300 lux or less)</p>				
<p><b>Comments :</b></p>				
<p><b>Rating :</b> 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/></p>				
<p>5.25 The dressing room is accessible</p> <p><input type="checkbox"/> Free and level manoeuvring area of 1500 mm or more in diameter in the dressing room</p> <p><input type="checkbox"/> Hooks, one fixed near the seat and the other on the lateral wall : With a projection of 50 mm or less With the center fixed at a height of 1200 mm</p> <p><input type="checkbox"/> Presence of a mirror with the lowest portion at a height of 1 m or less</p> <p><input type="checkbox"/> Presence of an inclined mirror</p>				
<p><b>Comments :</b></p>				
<p><b>Rating :</b> 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/></p>				



# 5- Places for learning and leisure

## Dressing room

	1- Not present	Accessibility				
		1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible	
5.26 The dressing room is safe <input type="checkbox"/> Presence of a folding seat of contrasting colour (70 %) with the walls, without a spring mechanism Of 450 mm in width by 400 mm in depth or more With the top fixed at a height of 450 mm  2 grab bars on the longitudinal wall of the dressing room : <input type="checkbox"/> <b>Horizontal</b> grab bar that is slip resistant and of contrasting colour (70 %) with the walls Of tubular shape of 30-40 mm in diameter Of 900 mm or more in length At a distance from the wall of 35-45 mm <input type="checkbox"/> <b>Horizontal</b> grab bar fixed so that it goes 300 mm or more towards the wall on which the seat is fixed With the center at a height of 850 mm  <input type="checkbox"/> <b>Vertical</b> grab bar that is slip resistant and of contrasting colour (70 %) with the walls Of tubular shape of 30-40 mm in diameter Of 750 mm or more in length At a distance from the wall of 35-45 mm <input type="checkbox"/> <b>Vertical</b> grab bar fixed at a distance of 400-500 mm from the left corner of the wall With the center at a height of 900 mm	<b>Comments :</b>          					
	Rating :	1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
<b>Summary of the obtained scores for the 5 items of Dressing room:            Indicate the number of checked off items for each accessibility rating</b>						





# 5- Places for learning and leisure

## Locker

Accessibility				
1- Not present	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

LOCKER (specify which one : \_\_\_\_\_)

5.27 Some lockers are accessible

- Number of the locker attached such that the horizontal line of the lettering is at an average height of 1500 mm (± 100 mm)
  - Of contrasting colour (70 %) with the surface
  - With a character size of 22 mm or more
  - With a writing in relief
  - With a mat finish and lit (200 lux or more)
  - Simple characters sans serif (verdana, arial, frutiger)
- Free and level manoeuvring area of 1500 mm or more in diameter in front of the locker
- Locker can be opened with a fist without twisting of the wrist
- Shelves with the top of the shelf at a height of 400-1200 mm from the ground
- Hook with the center fixed at a height between 900-1200 mm from the ground
- Route free from obstacles of 1065 mm or more in width leading to
  - A shower stall (if present)
  - A dressing room (if present)
  - A toilet stall (if present)

**Comments :**

Presence of Braille signage indicating the number of the locker at a mean height of 1500 mm?

Rating : 1  1  2  3  4

Experimental Checklist



# 5- Places for learning and leisure

## Shower stall

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

Presence of an accessible shower stall with a vestibule. If yes, go to the following item (5.28). If there is no **accessible** stall, indicate **6 points** in the **not present** box.

If there is a stall indicated as being accessible, but there is no vestibule, go to the following item (5.28) and indicate **not present for the vestibule** (5.31) and continue the evaluation.

**SHOWER STALL (specify which one : \_\_\_\_\_)**

5.28 The signage of the shower stall is accessible

- Shower stall identified and located clearly with a comprehensible pictogram
- Presence of a free and level manoeuvring area of 1500 mm or more in diameter in front of the signage
- Signage with contrasting colours for background and writing (70 %)
  - With a character size of 22 mm or more
  - With a writing in relief
  - With a mat finish and lit (200 lux or more)
  - Simple characters sans serif (verdana, arial, frutiger)
  - Essential message (avoid sentences)
- Signage fixed so that the mean horizontal line of the lettering is at a height of 1500 mm (± 100 mm) :
  - If there is space** on the wall on the handle's side, at about 200 mm of the frame
  - OR
  - If there is no space** on the door's wall, on the door
- Braille signage fixed so that the mean horizontal line of the lettering is at an average height of 1500 mm (± 100 mm) :
  - If there is space** on the wall on the handle's side, at about 200 mm of the frame
  - OR
  - If there is no space** on the door's wall, on the door

Comments :

Rating : 1  1  2  3  4



# 5- Places for learning and leisure

## Shower stall

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

5.29 The opening and closing mechanism of the shower stall door is functional

Presence of a curtain :

- Clearance of the opening of 865 mm or more (measure taken at 90° with the interior frame of the opening)
- Absence of threshold
- Operable with a fist without twisting of the wrist
- Requires a small amount of force to open (use of 2 fingers)

OR

Presence of a door :

- Stall door opening towards the exterior
- Clearance of the opening of the stall door of 65 mm or more (from the most protuberant part of the frame opposite to the hinges to the closest structure, the opened door or the opposite frame) (measure taken at 90° with the interior door frame)

AND

Of a clearance height of 1980 mm or more

- Free and level manoeuvring area of 1500 mm or more in diameter **outside the stall** not occupied by the opening space of the door
- Absence of threshold for the stall door
- Exterior** stall door handle with the center at a height of 915 mm (± 100 mm)
  - Located on the side opposite to the hinges
  - Of contrasting colour (70 %) with the door (colour, finish)
- Exterior** stall door handle operable with a fist without twisting of the wrist
- Interior** stall door handle, horizontal, with the center at a height of 900-1000 mm
  - Of 140 mm or more in length
  - With the center at 200-300 mm from the hinges
  - Of contrasting colour (70 %) with the door (colour, finish)
- Interior** stall door handle operable with a fist without twisting of the wrist
- Stall door requiring a small amount of force to open (use of 2 fingers)
- Locking mechanism with the center at a height of 900-1000 mm
- Locking mechanism operable with a fist without twisting of the wrist (size of the mechanism and alignment of the latch facilitating the handling)
- Locking mechanism requiring a small amount of force (use of 2 fingers)

Comments :

Rating : 1  1  2  3  4



# 5- Places for learning and leisure

## Shower stall

	Accessibility				
	1- Not present	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
<p>5.30 The floor, the walls and the lighting of the shower stall are safe</p> <p><input type="checkbox"/> Floor with a mat finish eliminating glare AND Presence of a colour contrast (70 %) between the walls and the floor OR Presence of a contrast (70 %) at the bottom of the wall</p> <p><input type="checkbox"/> Non-complex motifs on the floor that will not confuse people with a visual disability</p> <p><input type="checkbox"/> Floor with a firm, stable and slip resistant surface even if wet</p> <p><input type="checkbox"/> Surface without steps, change in level or unstable carpet</p> <p><input type="checkbox"/> Floor surface with a longitudinal slope (in the same direction as the traffic) of 1:20 (5,00 %) or less</p> <p><input type="checkbox"/> Floor surface without openings (crack) OR With openings of less than 13 mm in diameter and are perpendicular to the traffic</p> <p><input type="checkbox"/> Smooth wall surface, not posing a risk of injuries (evaluate the texture of the wall and not the presence of obstacles or objects fixed to the wall)</p> <p><input type="checkbox"/> Wall surface with mat finish and not reflective</p> <p><input type="checkbox"/> Uniform lighting, continuous and non blinding on the manoeuvring areas (200 lux or more with luminous transitions of 300 lux or less)</p>	<p>Comments :</p>				
<b>Rating :</b>	1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>



# 5- Places for learning and leisure

## Shower stall

	Accessibility				
	1- Not present	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
<p>5.31 The vestibule leading to the shower is accessible and safe</p> <p><input type="checkbox"/> Dimensions of the vestibule of 900 mm in width by 1500 mm in depth or more Separated from the shower with a curtain</p> <p><input type="checkbox"/> Hooks, one fixed near the seat and the other on the lateral wall : With a projection of 50 mm or less With the center fixed at a height of 1200 mm</p> <p>2 grab bars on the longitudinal wall of the vestibule :</p> <p><input type="checkbox"/> <b>Horizontal</b> grab bar that is slip resistant and of contrasting colour (70 %) with the walls Of tubular shape of 30-40 mm in diameter Of 900 mm or more in length At a distance from the wall of 35-45 mm</p> <p><input type="checkbox"/> <b>Horizontal</b> grab bar fixed so that it goes 300 mm or more towards the wall on which the seat is fixed With the center at a height of 850 mm</p> <p><input type="checkbox"/> <b>Vertical</b> grab bar that is slip resistant and of contrasting colour (70 %) with the walls Of tubular shape of 30-40 mm in diameter Of 750 mm or more in length At a distance from the wall of 35-45 mm</p> <p><input type="checkbox"/> <b>Vertical</b> grab bar fixed at a distance of 400-500 mm from the left corner of the wall With the center at a height of 900 mm</p>	<p><b>Comments :</b> Presence of a space of 865 mm in width by 1600 mm in depth to leave a scooter?</p>				
<b>Rating :</b>	1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>



# 5- Places for learning and leisure

## Shower stall

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
<p>5.32 The shower stall is accessible and safe</p> <p><input type="checkbox"/> Dimensions of the shower stall of 1500 mm in length by 1500 mm in width or more</p> <p><input type="checkbox"/> Presence of a folding shower seat of contrasting colour (70 %) with the walls, without a spring mechanism Of 450 mm in width by 400 mm in depth or more With the top fixed at a height of 450 mm</p> <p>2 grab bars on the wall opposite to the seat :</p> <p><input type="checkbox"/> <b>Horizontal</b> grab bar that is slip resistant and of contrasting colour (70 %) with the walls Of tubular shape of 30-40 mm in diameter Of 900 mm or more in length At a distance from the wall of 35-45 mm</p> <p><input type="checkbox"/> <b>Horizontal</b> grab bar with the center at a height of 850 mm</p> <p><input type="checkbox"/> <b>Vertical</b> grab bar that is slip resistant and of contrasting colour (70 %) with the walls Of tubular shape of 30-40 mm in diameter Of 900 mm or more in length At a distance from the wall of 35-45 mm</p> <p><input type="checkbox"/> <b>Vertical</b> grab bar fixed at a distance of 50-80 mm from the beginning of the wall With the center at a height of 850 mm</p> <p>2 grab bars of the wall adjacent to the seat :</p> <p><input type="checkbox"/> <b>Horizontal</b> grab bar that is slip resistant and of contrasting colour (70 %) with the walls Of tubular shape of 30-40 mm in diameter Of 900 mm or more in length At a distance from the wall of 35-45 mm</p> <p><input type="checkbox"/> <b>Horizontal</b> grab bar fixed so that it goes 300 mm or more towards the wall on which the seat is fixed With the center at a height of 850 mm</p> <p><input type="checkbox"/> <b>Vertical</b> grab bar that is slip resistant and of contrasting colour (70 %) with the walls Of tubular shape of 30-40 mm in diameter Of 750 mm or more in length At a distance from the wall of 35-45 mm</p> <p><input type="checkbox"/> <b>Vertical</b> grab bar fixed at a distance of 400-500 mm from the left corner of the wall With the center at a height of 900 mm</p>				
<p>Comments :</p>				
<p>Rating : 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/></p>				



# 5- Places for learning and leisure

## Shower stall

	Accessibility				
	1- Not present	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
<p>5.33 The components of the shower stall are accessible</p> <p><input type="checkbox"/> Level tap, automatic tap or push-button tap operable with a fist without twisting of the wrist</p> <p><input type="checkbox"/> Tap requiring a small amount of force for its activation (use of 2 fingers)</p> <p><input type="checkbox"/> Tap at a height of 1-1,2 m (center of the tap) on the wall adjacent to the seat</p> <p><input type="checkbox"/> Indications for temperature having the following characteristics :</p> <p style="padding-left: 20px;">Of different contrasting colours (70 %) (blue, red)</p> <p style="padding-left: 20px;">With tactile information to differentiate them</p> <p style="padding-left: 20px;">Automatic tap or push-button tap not requiring adjustment of the temperature</p> <p><input type="checkbox"/> Sliding hand-held shower head on a vertical support with on/off control, and a flexible hose of 1500 mm or more in length and accessible at a height of 920 mm (± 100 mm)</p> <p style="padding-left: 20px;">OR</p> <p style="padding-left: 20px;">Two shower heads : one at a height of 1320 mm and the other at a height of 1900 mm</p> <p><input type="checkbox"/> Soap holder / bottle holder / dispensers embedded in the wall with the operable mechanism or the bottle accessible at a height of 920 mm (± 100 mm) on the wall adjacent to the seat</p> <p><input type="checkbox"/> Soap holder / bottle holder / dispensers embedded in the wall of a contrasting colour (70 %) with the walls</p> <p>If there are dispensers :</p> <p><input type="checkbox"/> They are operable with a fist without twisting of the wrist</p> <p><input type="checkbox"/> They require a small amount of force to activate (use of 2 fingers)</p>	<p><b>Comments :</b> Temperature of the water no higher than 55 °C?</p>				
<b>Rating :</b>	1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
<b>Summary of the obtained scores for the 6 items of Shower stall: Indicate the number of checked off items for each accessibility rating</b>					



# 6- Services

## Functional security of the building

Accessibility				
1- Not present	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

**FUNCTIONAL SECURITY OF THE BUILDING (specify where : \_\_\_\_\_)**

6.1 The building has security devices that are functional and accessible

- Visual evacuation plan located near each level's access fixed so that the horizontal line of the lettering is at an average height of 1500 mm (± 100 mm)
- Presence of a free and level manoeuvring area of 1500 mm or more in diameter in front of the evacuation plan
- Evacuation plan oriented adequately (in the same orientation as that of the person looking at it)
  - With a character size of 22 mm or more
  - With a mat finish and lit (200 lux or more)
  - Simple characters sans serif (verdana, arial, frutiger)
  - Essential message (avoid sentences)
- Tactile evacuation plan (Braille) located near each level's access fixed so that the mean horizontal line of the lettering is at a height of 1500 mm (± 100 mm)
- Red flashing luminescent alarm fixed at a height of 2030 mm (in the restrooms, elevators, hallways on each level)
- Free and level manoeuvring area of 1500 mm or more in diameter in front of the trigger of the fire alarm system
- Trigger of the fire alarm system (operable part) at a height of 1200 mm or less
- Free and level manoeuvring area of 1500 mm or more in diameter in front of the emergency phone
- Emergency phone at a mean height of 1200 mm or less and with a cord of a length of 915 mm or more
- Free and level manoeuvring area of 1500 mm or more in diameter in front of the extinguisher
- Extinguisher at a mean height of 1200 mm or less
  - AND
  - If the extinguisher is behind a door, it can be opened with a fist without twisting of the wrist and the opening requires a small amount of force (use of 2 fingers)
- Exit route lit when in the dark
- Rescue zone clearly identified and of a dimension of 865 mm by 1600 mm or more
- Emergency exit clearly identified, with a door of contrasting colour for the entire building and located on ground level
- Emergency exit door respecting the criteria of accessibility of an exterior entrance door, including an adequate signage (see page 29)

**Comments :**

Audio warning signal (65-95 db) throughout the entire building?

**Rating :** 1  1  2  3  4





# 6- Services

## Reception desk at the entrance of the building

Accessibility	
1- Not present	1- Inaccessible <input type="checkbox"/> 0 % accessible
	2- Poor to moderate <input type="checkbox"/> < 50 % accessible
	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible
	4- Exemplary <input type="checkbox"/> 100 % accessible

RECEPTION DESK AT THE ENTRANCE OF THE BUILDING (specify which one : \_\_\_\_\_)

6.2 The reception desk is accessible

- Desk visible and accessible from the library / resource centre door or the elevator
- Presence of tactile cues contrasting (70 %) to the ground indicating the presence of a desk
- Presence of a free and level manoeuvring area of 1500 mm or more in diameter in front of the desk
- Presence of a desk section accessible at a height of 865 mm or less
- Clearance under the desk of 920 mm in width, 510 mm in depth and 700 mm in height or more
- Desk surface not blinding and of contrasting colour (70 %) with the walls and the floor
- Lighting directed towards the agent's face (700 lux or more)
  
- If there is a glass panel**, it has horizontal and contrasting bands or motifs (70 %) at a height of 900-1500 mm, but it would be preferable if there was no glass panel

Comments :

Rating : 1  1  2  3  4

Experimental Checklist



## 6- Services

### Service signage

	Accessibility			
	1- Not present 1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
6.3 The signage of the service is accessible <ul style="list-style-type: none"> <li><input type="checkbox"/> Service identified and located clearly with a comprehensible pictogram</li> <li><input type="checkbox"/> Presence of a free and level manoeuvring area of 1500 mm or more in diameter in front of the signage</li> <li><input type="checkbox"/> Signage with contrasting colours for background and writing (70 %)               <ul style="list-style-type: none"> <li>With a character size of 22 mm or more</li> <li>With a writing in relief</li> <li>With a mat finish and lit (200 lux or more)</li> <li>Simple characters sans serif (verdana, arial, frutiger)</li> <li>Essential message (avoid sentences)</li> </ul> </li> <li><input type="checkbox"/> Signage fixed so that the mean horizontal line of the lettering is at a height of 1500 mm (<math>\pm</math> 100 mm) :               <ul style="list-style-type: none"> <li><b>If there is space</b> on the wall on the handle's side, at about 200 mm of the frame</li> <li>OR</li> <li><b>If there is no space</b> on the door's wall, on the door</li> </ul> </li> <li><input type="checkbox"/> Braille signage fixed so that the mean horizontal line of the lettering is at an average height of 1500 mm (<math>\pm</math> 100 mm) :               <ul style="list-style-type: none"> <li><b>If there is space</b> on the wall on the handle's side, at about 200 mm of the frame</li> <li>OR</li> <li><b>If there is no space</b> on the door's wall, on the door</li> </ul> </li> </ul>	Comments :          			
Rating :    1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/>				



# 6- Services

## Door

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

If it is a garage door or if there is no door and the clearance of the opening is of a width of 865 mm or more and if the frame is of a contrasting colour with the walls (70 %), **indicate 12 points** in the **exemplary accessibility** box.

6.4 The door is accessible from outside

- Lateral clearance **outside** the room on the side of the handle  
If the door **pivots towards oneself**, clearance of 750 mm or more  
OR  
If the door **pivots in the opposite direction**, clearance of 300 mm or more
- Free and level manoeuvring area of 1500 mm or more in diameter **outside the room** not occupied by the doors opening space
- Entrance possible with one of the following options : (key point)**  
Automatic door (with an opening device or not) (sliding door or door opening opposite to oneself or towards oneself with a delay)  
Bend “ L-shaped “ handle  
“ D-shaped “ handle  
Pivoting door without handle or push bar  
  
AND the door opening towards the wall  
  
AND **If the door pivots towards oneself**, the handle is on the left, making the door pivot to the right for people with guide-dogs  
**If the door pivots in the opposite direction**, the handle is on the right  
  
AND **If it is not an automatic door**  
With a space of 35-45 mm between the handle and the door  
With a contrasting handle (70 %) against the door (colour, finish)
- Automatic door not requiring manipulation (key point)**  
OR  
Handle **outside** for which the center is at a height of 915 mm (± 100 mm)  
OR  
Automatic door opening device located on a wall close to the door at 1 m from it if it opens towards oneself OR closer if it opens in the opposite direction  
OR  
On a metal structure close to the door and for which the center is at a height of 915 mm (± 100 mm)

Comments :

Rating : 1  1  2  3  4



# 6- Services

## Door

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
Comments :				
Rating : 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/>				

6.5 The door is functional and safe

- Door (interior and exterior): Of contrasting colour (70 %) with the adjacent walls  
OR  
With a door frame of contrasting colour (70 %)  
AND  
**If it is a glass door**, presence of a band or horizontal motif of a contrasting colour (70 %) at a height of 900-1500 mm
- Presence of a protective band of 300 mm or more at the bottom of the door inside and outside
- Door opening opposite to the hallway, recessed door opening towards the hallway or door at the extremity of the hallway
- Free opening of a width of 865 mm or more (from the greatest protuberance of the frame opposite to the hinges to the closest structure, the opened door or the opposite frame) (measure taken at 90° with the interior door frame)  
AND  
Of a height of 1980 mm or more
- Absence of threshold
- Automatic door, automatic opening device or door requiring a small amount of force to open (use of 2 fingers)

Comments :				
Rating : 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/>				

If the entrance is not done through the same door as the exit, evaluate the following item (6.6) for the door used to exit the service. Otherwise, go to item 6.7.

6.6 The exit door is functional and safe

- Door (interior and exterior): Of contrasting colour (70 %) with the adjacent walls  
OR  
With a door frame of contrasting colour (70 %)  
AND  
**If it is a glass door**, presence of a band or horizontal motif of a contrasting colour (70 %) at a height of 900-1500 mm
- Presence of a protective band of 300 mm or more at the bottom of the door inside and outside
- Door opening opposite to the hallway, recessed door opening towards the hallway or door at the extremity of the hallway
- Free opening of a width of 865 mm or more (from the greatest protuberance of the frame opposite to the hinges to the closest structure, the opened door or the opposite frame) (measure taken at 90° with the interior door frame)  
AND  
Of a height of 1980 mm or more
- Absence of threshold
- Automatic door, automatic opening device or door requiring a small amount of force to open (use of 2 fingers)

Comments :				
Rating : 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/>				



# 6- Services

## Door

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
<p>6.7 The door is accessible from inside</p> <p><input type="checkbox"/> Lateral clearance <b>inside the room</b> on the side of the handle            If the door <b>pivots towards oneself</b>, clearance of 750 mm or more            OR            If the door <b>pivots in the opposite direction</b>, clearance of 300 mm or more</p> <p><input type="checkbox"/> Free and level manoeuvring area of 1500 mm or more in diameter <b>inside the room</b> not occupied by the doors opening space</p> <p><input type="checkbox"/> <b>Exit possible with one of the following options : (key point)</b>            Automatic door (with an opening device or not) (sliding door or door opening opposite to oneself or towards oneself with a delay)            Bend “ L-shaped “ handle            “ D-shaped “ handle            Pivoting door without handle or push bar</p> <p>AND the door opening towards the wall</p> <p>AND <b>If the door pivots towards oneself</b>, the handle is on the left, making the door pivot to the right for people with guide-dogs  <b>If the door pivots in the opposite direction</b>, the handle is on the right</p> <p>AND <b>If it is not an automatic door</b>            With a space of 35-45 mm between the handle and the door            With a contrasting handle (70 %) against the door (colour, finish)</p> <p><input type="checkbox"/> <b>Automatic door not requiring manipulation (key point)</b>            OR            Handle <b>outside</b> for which the center is at a height of 915 mm (± 100 mm)            OR            Automatic door opening device located on a wall close to the door at 1 m from it if it opens towards oneself OR closer if it opens in the opposite direction            OR            On a metal structure close to the door and for which the center is at a height of 915 mm (± 100 mm)</p>				
<p>Comments :</p>				
<p>Rating : 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/></p>				
<p><b>Summary of the obtained scores for the 4 items of Door:</b>  <b>Indicate the number of checked off items for each accessibility rating</b></p>				



# 6- Services

## Environmental control

Accessibility				
1- Not present	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

**ENVIRONMENTAL CONTROL (specify which one : \_\_\_\_\_)**

6.8 The environmental control is accessible (thermostat, switch, plug and network jack (internet) (preferably on the desk or on an adjacent wall), remote for the computer, etc.)

- Presence of an area of 1500 mm by 1500 mm in front of the environmental control
- Maximum height of the environmental control of 400-1200 mm
- Environmental control of a contrasting colour (70 %) to walls or its wall mounting plate

If there is/are control button(s), add :

- Environmental control operable with a fist without twisting of the wrist
- Control button(s) requiring a small amount of force for its activation (use of 2 fingers)

**Comments :**

**Rating :** 1  1  2  3  4

Experimental Checklist



# 6- Services

## Area with chairs and tables

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
If the area with chairs and tables is accessible only through the use of stairs, <b>indicate 3 points</b> in the <b>not present</b> box and go to the following item (6.9).				

**AREA WITH CHAIRS AND TABLES** (specify where: \_\_\_\_\_)

<p>6.9 The signage of the area with chairs and tables is accessible</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Area with chairs and tables identified and located clearly with a comprehensible pictogram</li> <li><input type="checkbox"/> Presence of a free and level manoeuvring area of 1500 mm or more in diameter in front of the signage</li> <li><input type="checkbox"/> Signage with contrasting colours for background and writing (70 %)             <ul style="list-style-type: none"> <li>With a character size of 22 mm or more</li> <li>With a writing in relief</li> <li>With a mat finish and lit (200 lux or more)</li> <li>Simple characters sans serif (verdana, arial, frutiger)</li> <li>Essential message (avoid sentences)</li> </ul> </li> <li><input type="checkbox"/> Signage fixed so that the mean horizontal line of the lettering is at a height of 1500 mm (<math>\pm 100</math> mm) :             <ul style="list-style-type: none"> <li><b>If there is space</b> on the wall on the handle's side, at about 200 mm of the frame</li> <li>OR</li> <li><b>If there is no space</b> on the door's wall, on the door</li> </ul> </li> <li><input type="checkbox"/> Braille signage fixed so that the mean horizontal line of the lettering is at an average height of 1500 mm (<math>\pm 100</math> mm) :             <ul style="list-style-type: none"> <li><b>If there is space</b> on the wall on the handle's side, at about 200 mm of the frame</li> <li>OR</li> <li><b>If there is no space</b> on the door's wall, on the door</li> </ul> </li> </ul>	<p><b>Comments :</b></p>          
<p><b>Rating :</b></p>	<p>1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/></p>

Experimental Checklist



# 6- Services

## Area with chairs and tables

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

6.10 The floor, the walls and the lighting of the area with chairs and tables are safe

Floor with a mat finish eliminating glare  
AND  
Presence of a colour contrast (70 %) between the walls and the floor  
OR  
Presence of a contrast (70 %) at the bottom of the wall

Non-complex motifs on the floor that will not confuse people with a visual disability

Floor with a firm, stable and slip resistant surface even if wet

Surface without steps, change in level or unstable carpet  
Passage marked to indicate step(s), change in level or ramp and handrails, if present

Floor surface with a longitudinal slope (in the same direction as the traffic) of 1:20 (5,00 %) or less  
OR  
Floor surface with a longitudinal slope of more than 1:20 (5,00 %) considered as a ramp and following the accessibility criteria (see evaluation of a ramp on page 39)

Floor surface without openings (crack)  
OR  
With openings of less than 13 mm in diameter and are perpendicular to the traffic

Zone including the chairs and tables delimited by a colour (70 %) and texture contrast on the floor

Smooth wall surface, not posing a risk of injuries (evaluate the texture of the wall and not the presence of obstacles or objects fixed to the wall)

Wall surface with mat finish and not reflective  
AND  
Not made of glass  
OR  
Presence of glass wall(s) with bands or horizontal contrasting motifs (70 %) at a height of 900-1500 mm  
AND  
**If the glass wall is exterior, presence of shading**

Absence of full length mirror on the walls

Uniform lighting, continuous and non blinding on the manoeuvring areas (150 lux or more with luminous transitions of 300 lux or less)

Comments :

Rating : 1  1  2  3  4

NOTE : In the absence of walls, do not include the 8<sup>th</sup>, 9<sup>th</sup> and 10<sup>th</sup> checkboxes in the calculation for the item's rating.





# 6- Services

## Area with chairs and tables

	Accessibility				
	1- Not present	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
6.11 The area with chairs and tables is accessible <input type="checkbox"/> Width of the aisles between the tables of 1065 mm or more <input type="checkbox"/> Tables with a surface of 710-865 mm in height Clearance of 685 mm in height, 760 mm in width and 485 mm in depth or more <input type="checkbox"/> Certain places are free of seats for wheelchair users OR Presence of chairs that are not fixed to the ground <input type="checkbox"/> Presence of seats with a backrest, some with and others without armrests <input type="checkbox"/> Height of the seats of 450-520 mm	<b>Comments :</b> Soundproofing of the space (absence of echo and sound absorption)?				
<b>Rating :</b>	1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
<b>Summary of the obtained scores for the 3 items of Area with chairs and tables:            Indicate the number of checked off items for each accessibility rating</b>					

Experimental Checklist



# 6- Services

## Cafeteria / Snack bar

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
<p>If the cafeteria / snack bar is accessible only through the use of stairs, <b>indicate 9 points</b> in the <b>not present</b> box and go to the following item (6.12).</p>				

**CAFETERIA / SNACK BAR (specify where: \_\_\_\_\_)**

6.12 The signage of the cafeteria / snack bar is accessible

- Cafeteria / snack bar identified and located clearly with a comprehensible pictogram
- Presence of a free and level manoeuvring area of 1500 mm or more in diameter in front of the signage
- Signage with contrasting colours for background and writing (70 %)
  - With a character size of 22 mm or more
  - With a writing in relief
  - With a mat finish and lit (200 lux or more)
  - Simple characters sans serif (verdana, arial, frutiger)
  - Essential message (avoid sentences)
- Signage fixed so that the mean horizontal line of the lettering is at a height of 1500 mm (± 100 mm) :
  - If there is space** on the wall on the handle's side, at about 200 mm of the frame
  - OR
  - If there is no space** on the door's wall, on the door
- Braille signage fixed so that the mean horizontal line of the lettering is at an average height of 1500 mm (± 100 mm) :
  - If there is space** on the wall on the handle's side, at about 200 mm of the frame
  - OR
  - If there is no space** on the door's wall, on the door

**Comments :**

Rating : 1  1  2  3  4

Experimental Checklist



# 6- Services

## Cafeteria / Snack bar

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

6.13 The floor, the walls and the lighting of the cafeteria / snack bar are safe

Floor with a mat finish eliminating glare  
AND  
Presence of a colour contrast (70 %) between the walls and the floor  
OR  
Presence of a contrast (70 %) at the bottom of the wall

Non-complex motifs on the floor that will not confuse people with a visual disability

Floor with a firm, stable and slip resistant surface even if wet

Surface without steps, change in level or unstable carpet  
Passage marked to indicate step(s), change in level or ramp and handrails, if present

Floor surface with a longitudinal slope (in the same direction as the traffic) of 1:20 (5,00 %) or less  
OR  
Floor surface with a longitudinal slope of more than 1:20 (5,00 %) considered as a ramp and following the accessibility criteria (see evaluation of a ramp on page 39)

Floor surface without openings (crack)  
OR  
With openings of less than 13 mm in diameter and are perpendicular to the traffic

Smooth wall surface, not posing a risk of injuries (evaluate the texture of the wall and not the presence of obstacles or objects fixed to the wall)

Wall surface with mat finish and not reflective  
AND  
Not made of glass  
OR  
Presence of glass wall(s) with bands or horizontal contrasting motifs (70 %) at a height of 900-1500 mm  
AND  
**If the glass wall is exterior, presence of shading**

Absence of full length mirror on the walls

Uniform lighting, continuous and non blinding on the manoeuvring areas (150 lux or more with luminous transitions of 300 lux or less)

Comments :

Rating : 1  1  2  3  4

6.14 The cafeteria / snack bar is accessible

Width of the service aisles of 1200 mm or more without obstructions

Presence of a free and level manoeuvring area of 1500 mm or more in diameter where there are changes in direction

Presence of a CONTINUOUS tray slide for a section where the same type of food can be taken (if there are joints, they need to be flat for continuous gliding)  
At a height of 865 mm or less  
Of a depth of less than 485 mm  
Lit (200 lux or more)

Comments :

Rating : 1  1  2  3  4



# 6- Services

## Cafeteria / Snack bar

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

<p>6.15 The cafeteria or snack bar menu is accessible</p> <p><input type="checkbox"/> Contrasting background and writing (70 %) (preferably dark background and light writing)            With a character size of 22 mm or more            With a mat finish and lit (200 lux or more)            Simple characters sans serif (verdana, arial, frutiger)</p> <p><input type="checkbox"/> Presence of a free and level manoeuvring area of 1500 mm or more in diameter in front of the menu display</p> <p><input type="checkbox"/> Menu placed so that the mean horizontal line of the display is at a height of 1500 mm (± 100 mm)</p> <p><input type="checkbox"/> Presence of Braille indications on the menu</p> <p><input type="checkbox"/> Menu associating meals with a number</p>	<p><b>Comments :</b></p> <p><b>Rating :</b> 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/></p>
<p>6.16 All of the dispensers are accessible (ex. coffee machines, juice fountains)            If <b>at 250-600 mm from the counter</b>, at a height of 1 m or less            OR            If <b>closer to the edge of the counter</b>, at a height of 380-1200 mm</p> <p>AND</p> <p>Dispensers operable with a fist without twisting of the wrist            Dispensers requiring a small amount of force for their activation (use of 2 fingers)</p> <p>Estimate the percentage of dispensers answering the mentioned criteria. Associate the percentage to the possible rating categories.</p>	<p><b>Comments :</b>            Presence of Braille indications on the equipments to identify the food present?</p> <p><b>Rating :</b> 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/></p>
<p>6.17 All of the food is accessible (food or service utensils)            If <b>at 250-600 mm from the counter</b>, at a height of 1 m or less            OR            If <b>closer to the edge of the counter</b>, at a height of 380-1200 mm</p> <p>Estimate the percentage of dispensers answering the mentioned criteria. Associate the percentage to the possible rating categories.</p>	<p><b>Comments :</b>            Presence of Braille indications on the equipments to identify the food present?</p> <p><b>Rating :</b> 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/></p>
<p>6.18 All of the utensils and the dishes/plates are accessible            If <b>at 250-600 mm from the counter</b>, at a height of 1 m or less            OR            If <b>closer to the edge of the counter</b>, at a height of 380-1200 mm</p> <p>AND</p> <p>Utensils operable with a fist without twisting of the wrist            Utensils requiring a small amount of force for their activation (use of 2 fingers)</p> <p>Estimate the percentage of dispensers answering the mentioned criteria. Associate the percentage to the possible rating categories.</p>	<p><b>Comments :</b></p> <p><b>Rating :</b> 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/></p>



# 6- Services

## Cafeteria / Snack bar

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

6.19 Ordering food is accessible

- Presence of a direct pass-through between the employee and the service user
- Presence of a pass-through with the characteristics of a CONTINUOUS tray slide (if there are joints, they need to be flat for continuous gliding) and lit (200 lux or more)
- Tray slide with the top at a height of 865 mm or less  
Of a depth of less than 485 mm

**Rating :** 1  1  2  3  4

**Comments :**

6.20 The cashier's counter is accessible

- Desk visible and accessible from the entrance of the cafeteria or snack bar
- Presence of tactile cues contrasting (70 %) to the ground indicating the presence of a counter
- Presence of a free and level manoeuvring area of 1500 mm or more in diameter in front of the counter
- Presence of a counter section accessible at a height of 865 mm or less
- Clearance under the counter of 920 mm in width, 510 mm in depth and 700 mm in height or more
- Counter surface not blinding and of contrasting colour (70 %) with the walls and the floor
- Lighting directed towards the cashier's face (700 lux or more)
- Cash register's screen directed towards the client
  - With a contrasting background and writing of the price on the cash register (70 %)
  - With a character size of 22 mm or more
  - With a mat finish and lit (200 lux or more)

If there is a credit/debit card terminal, add :

- Screen with a contrasting colours for background and writing on the screen (70 %)
  - Simple characters sans serif (verdana, arial, frutiger)
- Control buttons with contrasting colours for background and writing (70 %)
  - Simple characters sans serif (verdana, arial, frutiger)
- Presence of tactile cues on the control buttons
- Presence of a colour code for the possible operations
- Absence of a keygard

**Rating :** 1  1  2  3  4

**Comments :**

**Summary of the obtained scores for the 9 items of Cafeteria / Snack bar:**

**Indicate the number of checked off items for each accessibility rating**

--	--	--	--	--	--	--	--



# 6- Services

## Phone

Accessibility				
1- Not present	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

PHONE (specify which one: \_\_\_\_\_)

<p>6.21 The equipment is accessible</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Identification of the presence and location of the equipment</li> <li><input type="checkbox"/> Colour contrast (70 %) between the equipment and             <ul style="list-style-type: none"> <li>The walls (or surface on which it is fixed)</li> <li>The floor</li> </ul> </li> <li><input type="checkbox"/> Uniform lighting, continuous and non blinding (300 lux or more) on the equipment</li> <li><input type="checkbox"/> Absence of glare or reflections on the surfaces of the equipment</li> <li><input type="checkbox"/> Equipment not projecting in the manoeuvring areas             <ul style="list-style-type: none"> <li>OR</li> <li>Projection of 100 mm or less in the manoeuvring areas if the front edge is at a height of 350-1980 mm</li> <li>Detectable with a cue on the floor for a person using a white stick</li> </ul> </li> <li><input type="checkbox"/> Presence of a free and level manoeuvring area of 1500 mm or more in diameter in front of the equipment</li> <li><input type="checkbox"/> Free space of 300 mm or more between the equipment and the adjacent wall</li> </ul>	<p><b>Comments :</b></p>					
<b>Rating :</b>	<table border="1" style="width: 100%; text-align: center;"> <tr> <td>1 <input type="checkbox"/></td> <td>1 <input type="checkbox"/></td> <td>2 <input type="checkbox"/></td> <td>3 <input type="checkbox"/></td> <td>4 <input type="checkbox"/></td> </tr> </table>	1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>		

<p>6.22 The phone is accessible</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> TTY Phone</li> <li><input type="checkbox"/> Phone with volume control</li> <li><input type="checkbox"/> Indications on the keys of contrasting colour (70 %)</li> <li><input type="checkbox"/> Presence of tactile cues on the keys</li> <li><input type="checkbox"/> Presence of a shelf supporting a phonebook of 500 mm in width by 350 mm in depth or more             <ul style="list-style-type: none"> <li>With the top at a height of 865 mm or less</li> </ul> </li> <li><input type="checkbox"/> Clearance above the shelf of 250 mm in width by 250 mm in height or more             <ul style="list-style-type: none"> <li>Clearance under the shelf of 700 mm in height by 350 mm in depth or more</li> </ul> </li> <li><input type="checkbox"/> Height of the center of the control buttons and the money slots (deposit, return) of 1050-1200 mm</li> <li><input type="checkbox"/> Length of the cord of 915 mm or more</li> </ul>	<p><b>Comments :</b></p>					
<b>Rating :</b>	<table border="1" style="width: 100%; text-align: center;"> <tr> <td>1 <input type="checkbox"/></td> <td>1 <input type="checkbox"/></td> <td>2 <input type="checkbox"/></td> <td>3 <input type="checkbox"/></td> <td>4 <input type="checkbox"/></td> </tr> </table>	1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>		

<p><b>Summary of the obtained scores for the 2 items of Phone:</b>  <b>Indicate the number of checked off items for each accessibility rating</b></p>	<table border="1" style="width: 100%;"> <tr> <td style="width: 20%;"></td> <td style="width: 20%;"></td> <td style="width: 20%;"></td> <td style="width: 20%;"></td> <td style="width: 20%;"></td> </tr> </table>					



# 6- Services

## Water fountain

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

**WATER FOUNTAIN (specify which one: \_\_\_\_\_)**

<p>6.23 The equipment is accessible</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Identification of the presence and location of the equipment</li> <li><input type="checkbox"/> Colour contrast (70 %) between the equipment and               <ul style="list-style-type: none"> <li>The walls (or surface on which it is fixed)</li> <li>The floor</li> </ul> </li> <li><input type="checkbox"/> Uniform lighting, continuous and non blinding (300 lux or more) on the equipment</li> <li><input type="checkbox"/> Absence of glare or reflections on the surfaces of the equipment</li> <li><input type="checkbox"/> Equipment not projecting in the manoeuvring areas               <ul style="list-style-type: none"> <li>OR</li> <li>Projecting of 100 mm or less in the manoeuvring areas if the front edge is at a height of 350-1980 mm</li> <li>Detectable with a cue on the floor for a person using a white stick</li> </ul> </li> <li><input type="checkbox"/> Presence of a free and level manoeuvring area of 1500 mm or more in diameter in front of the equipment</li> <li><input type="checkbox"/> Free space of 300 mm or more between the equipment and the adjacent wall</li> </ul>	<p><b>Comments :</b></p>															
<p>6.24 The water fountain is accessible</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Height of the surface of the fountain of 865 mm or less               <ul style="list-style-type: none"> <li>Height of the nozzle at the front of the equipment of 915 mm or less</li> </ul> </li> <li><input type="checkbox"/> Clearance under the water fountain of 760 mm in width, 230 mm in depth and 700 mm in height or more</li> <li><input type="checkbox"/> Water jet of 100 mm in height and parallel to the front of the water fountain</li> <li><input type="checkbox"/> Control located on the front of the equipment or on the side at 150 mm or less from the front</li> <li><input type="checkbox"/> Control operable with a fist without twisting of the wrist</li> <li><input type="checkbox"/> Control requiring a small amount of force (use of 2 fingers)</li> </ul>	<p><b>Comments :</b></p>															
<p><b>Summary of the obtained scores for the 2 items of Water fountain: Indicate the number of checked off items for each accessibility rating</b></p>	<table border="1" style="width: 100%; text-align: center;"> <tr> <td colspan="5"><b>Rating :</b></td> </tr> <tr> <td>1 <input type="checkbox"/></td> <td>1 <input type="checkbox"/></td> <td>2 <input type="checkbox"/></td> <td>3 <input type="checkbox"/></td> <td>4 <input type="checkbox"/></td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </table>	<b>Rating :</b>					1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>					
<b>Rating :</b>																
1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>												



# 6- Services

## Automatic teller machine

Accessibility				
1- Not present	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

**AUTOMATIC TELLER MACHINE (specify which one: )**

6.25 The equipment is accessible

- Identification of the presence and location of the equipment
- Colour contrast (70 %) between the equipment and  
The walls (or surface on which it is fixed)  
The floor
- Uniform lighting, continuous and non blinding (300 lux or more) on the equipment
- Absence of glare or reflections on the surfaces of the equipment
- Equipment not projecting in the manoeuvring areas  
OR  
Projecting of 100 mm or less in the manoeuvring areas if the front edge is at a height of 350-1980 mm  
Detectable with a cue on the floor for a person using a white stick
- Presence of a free and level manoeuvring area of 1500 mm or more in diameter in front of the equipment
- Free space of 300 mm or more between the equipment and the adjacent wall

**Rating :** 1  1  2  3  4

**Comments :**

6.26 The automatic teller machine is accessible

- Absence of a low shelf in front of the automatic teller machine (limits wheelchair access)
- Absence of keyguard on the keyboard
- Presence of a grab bar, when used to stand up, allows a person to be centered in front of the screen of the automatic teller machine  
Grab bar reachable at a height of 900 mm ± 100 mm
- Centered screen with the center at a height of 1200 mm or less
- Screen with contrasting colours for background and writing on the screen (70 %)  
With a character size of 22 mm or more  
Simple characters sans serif (verdana, arial, frutiger)
- Presence of an headphone jack to use the integrated voice synthesis
- Presence of tactile cues on the control buttons
- Presence of light cues indicating the different operations to be made (card, envelope, account statement, bank passbook)
- Height of the center of the control buttons and the slots necessary for use of the automatic teller machine's use of 1050-1200 mm
- Presence of an accessible counter used for writing of 865 mm or less in height  
With a clearance under the surface of 730 mm in height, of 920 mm in width and of 510 mm in depth or more
- Presence of an emergency phone OR  
Indication of a phone number for assistance With a character size of 22 mm or more  
With a mat finish and lit (300 lux or more)  
Simple characters sans serif (verdana, arial, frutiger)  
Essential message (avoid sentences)

**Rating :** 1  1  2  3  4

**Comments :**

**Summary of the obtained scores for the 2 items of Automatic teller machine: Indicate the number of checked off items for each accessibility rating**

1	1	2	3	4
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>





# 7- Public restroom

## Restroom with stall(s)

	1- Not present	Accessibility			
		1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
Presence of a restroom on the level. If it is a <b>restroom with stall(s) with an accessible stall</b> , go to the following item (7.1). If it is a <b>single toilet without stalls</b> , go to <b>item 7.13</b> . Otherwise, check off the <b>not present</b> box.					
If the restroom with or without stalls is accessible only through the use of stairs, check off the <b>not present</b> box, but continue the evaluation of the restroom to measure its accessibility by going to the following item (7.1) if it is a restroom with stall(s) or to <b>item 7.13</b> if it is a toilet without stalls.					

**This section is meant for restrooms with stall(s)) (specify the location of the restroom):** \_\_\_\_\_ )

### Accessibility

<p>7.1 The signage of the restroom is accessible</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Restroom identified and located clearly with a comprehensible pictogram</li> <li><input type="checkbox"/> <b>Presence of an indicated accessible stall (key point)</b></li> <li><input type="checkbox"/> Presence of a free and level manoeuvring area of 1500 mm or more in diameter in front of the signage</li> <li><input type="checkbox"/> Signage with contrasting colours for background and writing (70 %)           <ul style="list-style-type: none"> <li>With a character size of 22 mm or more</li> <li>With a writing in relief</li> <li>With a mat finish and lit (200 lux or more)</li> <li>Simple characters sans serif (verdana, arial, frutiger)</li> <li>Essential message (avoid sentences)</li> </ul> </li> <li><input type="checkbox"/> Signage fixed so that the mean horizontal line of the lettering is at a height of 1500 mm (± 100 mm) :           <ul style="list-style-type: none"> <li><b>If there is space</b> on the wall on the handle's side, at about 200 mm of the frame</li> <li>OR</li> <li><b>If there is no space</b> on the door's wall, on the door</li> </ul> </li> <li><input type="checkbox"/> Braille signage fixed so that the mean horizontal line of the lettering is at an average height of 1500 mm (± 100 mm) :           <ul style="list-style-type: none"> <li><b>If there is space</b> on the wall on the handle's side, at about 200 mm of the frame</li> <li>OR</li> <li><b>If there is no space</b> on the door's wall, on the door</li> </ul> </li> </ul>	<p><b>Comments :</b> Presence of luminescent signage perpendicular to the wall near the restroom to indicate its presence?</p>
<p><b>Rating :</b></p>	<p>1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/></p>



# 7- Public restroom

## Restroom with stall(s)

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
<b>Comments :</b>				
<b>Rating :</b> 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/>				

If there is no door and that the clearance of the opening is of a width of 865 mm or more and that the frame is of a contrasting colour with the walls (70 %), **indicate 12 points** in the **exemplary accessibility** box. Go to **item 7.5**.

7.2 The restroom door is accessible from outside

- Lateral clearance **outside** the room on the side of the handle  
If the door **pivots towards oneself**, clearance of 750 mm or more  
OR  
If the door **pivots in the opposite direction**, clearance of 300 mm or more
- Free and level manoeuvring area of 1500 mm or more in diameter **outside the room** not occupied by the doors opening space
- Entrance possible with one of the following options : (key point)**  
Automatic door (with an opening device or not) (sliding door or door opening opposite to oneself or towards oneself with a delay)  
Bend “ L-shaped “ handle  
“ D-shaped “ handle  
Pivoting door without handle or push bar  
  
AND the door opening towards the wall  
  
AND **If the door pivots towards oneself**, the handle is on the left, making the door pivot to the right for people with guide-dogs  
**If the door pivots in the opposite direction**, the handle is on the right  
  
AND **If it is not an automatic door**  
With a space of 35-45 mm between the handle and the door  
With a contrasting handle (70 %) against the door (colour, finish)
- Automatic door not requiring manipulation (key point)**  
OR  
Handle **outside** for which the center is at a height of 915 mm (± 100 mm)  
OR  
Automatic door opening device located on a wall close to the door at 1 m from it if it opens towards oneself OR closer if it opens in the opposite direction  
OR  
On a metal structure close to the door and for which the center is at a height of 915 mm (± 100 mm)



# 7- Public restroom

## Restroom with stall(s)

	Accessibility				
	1- Not present	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
<p>7.3 The restroom door is functional and safe</p> <p><input type="checkbox"/> Door (interior and exterior): Of contrasting colour (70 %) with the adjacent walls  OR  With a door frame of contrasting colour (70 %)</p> <p>AND</p> <p><b>If it is a glass door</b>, presence of a band or horizontal motif of a contrasting colour (70 %) at a height of 900-1500 mm</p> <p><input type="checkbox"/> Presence of a protective band of 300 mm or more at the bottom of the door inside and outside</p> <p><input type="checkbox"/> Door opening opposite to the hallway, recessed door opening towards the hallway or door at the extremity of the hallway</p> <p><input type="checkbox"/> Free opening of a width of 865 mm or more (from the greatest protuberance of the frame opposite to the hinges to the closest structure, the opened door or the opposite frame) (measure taken at 90° with the interior door frame)</p> <p>AND</p> <p>Of a height of 1980 mm or more</p> <p><input type="checkbox"/> Absence of threshold</p> <p><input type="checkbox"/> Automatic door, automatic opening device or door requiring a small amount of force to open (use of 2 fingers)</p>	<p>Comments :</p>				
<p>Rating :</p>	1 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>

# 7- Public restroom

## Restroom with stall(s)

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
Comments :				
<p>7.4 The restroom door is accessible from inside</p> <p><input type="checkbox"/> Lateral clearance <b>inside the room</b> on the side of the handle If the door <b>pivots towards oneself</b>, clearance of 750 mm or more OR If the door <b>pivots in the opposite direction</b>, clearance of 300 mm or more</p> <p><input type="checkbox"/> Free and level manoeuvring area of 1500 mm or more in diameter <b>inside the room</b> not occupied by the doors opening space</p> <p><input type="checkbox"/> <b>Exit possible with one of the following options : (key point)</b> Automatic door (with an opening device or not) (sliding door or door opening opposite to oneself or towards oneself with a delay) Bend “ L-shaped “ handle “ D-shaped “ handle Pivoting door without handle or push bar</p> <p>AND the door opening towards the wall</p> <p>AND <b>If the door pivots towards oneself</b>, the handle is on the left, making the door pivot to the right for people with guide-dogs <b>If the door pivots in the opposite direction</b>, the handle is on the right</p> <p>AND <b>If it is not an automatic door</b> With a space of 35-45 mm between the handle and the door With a contrasting handle (70 %) against the door (colour, finish)</p> <p><input type="checkbox"/> <b>Automatic door not requiring manipulation (key point)</b> OR Handle <b>outside</b> for which the center is at a height of 915 mm (± 100 mm) OR Automatic door opening device located on a wall close to the door at 1 m from it if it opens towards oneself OR closer if it opens in the opposite direction OR On a metal structure close to the door and for which the center is at a height of 915 mm (± 100 mm)</p>				
<p>Rating : 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/></p>				



# 7- Public restroom

## Restroom with stall(s)

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

- 7.5 The floor, the walls and the lighting in the restroom are safe
- Floor with a mat finish eliminating glare  
AND  
Presence of a colour contrast (70 %) between the walls and the floor  
OR  
Presence of a contrast (70 %) at the bottom of the wall
  - Non-complex motifs on the floor that will not confuse people with a visual disability
  - Floor with a firm, stable and slip resistant surface even if wet
  - Surface without steps, change in level or unstable carpet
  - Floor surface with a longitudinal slope (in the same direction as the traffic) of 1:20 (5,00 %) or less
  - Free and level manoeuvring area of 1500 mm or more in diameter in the restroom
  - Floor surface without openings (crack)  
OR  
With openings of less than 13 mm in diameter and are perpendicular to the traffic
  - Smooth wall surface, not posing a risk of injuries (evaluate the texture of the wall and not the presence of obstacles or objects fixed to the wall)
  - Wall surface with mat finish and not reflective
  - Absence of full length mirror on the walls
  - Uniform lighting, continuous and non blinding on the manoeuvring areas (150 lux or more with luminous transitions of 300 lux or less)
  - Lighting in the stall(s) (200 lux or more with luminous transitions of 300 lux or less)
  - Lighting near the sinks (200 lux or more)
- If the entrance door is in front of the stall door(s), add :
- Free space of 1700 mm or more between the stall door(s) and the entrance door
- If the stall door(s) is/are in front of urinals, other stalls or the counter, add :
- Free space of 1400 mm or more between the exterior face of the stall door(s) and
    - The other stall doors
    - The sinks
    - The urinals

Comments :

Rating : 1  1  2  3  4



# 7- Public restroom

## Restroom with stall(s)

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
<b>Comments :</b>				
<b>Rating :</b>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

7.6 The environmental controls in the restroom are accessible (thermostat, switch, plug, etc.)

- Presence of an area of 1500 mm by 1500 mm in front of the environmental control
- Maximum height of the environmental control of 400-1200 mm
- Environmental control of a contrasting colour (70 %) to walls or its wall mounting plate

If there is/are control button(s), add :

- Environmental control operable with a fist without twisting of the wrist
- Control button(s) requiring a small amount of force for its activation (use of 2 fingers)

**Summary of the obtained scores for the 6 items of Accessibility:  
Indicate the number of checked off items for each accessibility rating**

**STALL (specify which one: \_\_\_\_\_)**

7.7 The layout of the stall allows access to the toilet

- Accessible stall located near the entrance
- Free opening of the stall door of a width of 865 mm or more (from the most protuberant part of the frame opposite to the hinges to the closest structure, the opened door or the opposite frame) (measure taken at 90° with the interior door frame)  
AND  
Of a height of 1980 mm or more
- Absence of threshold for the stall door
- Stall door not aligned with the toilet
- Free space of 285-305 mm between the toilet and the closest lateral wall
- Dimensions of the stall of 1800 mm in width by 1700 mm in depth or more (key point)**
- Hooks fixed on a lateral wall :  
With a projection of 50 mm or less  
A hook with the center at a height of 1200 mm and another hook at a height of 1600 mm

**Comments :**

**Rating :**

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------	--------------------------	--------------------------	--------------------------

# 7- Public restroom

## Restroom with stall(s)

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
<p><b>Comments :</b></p>				
<p><b>Rating :</b> 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/></p>				

- 7.8 The opening and closing mechanism of the stall door is functional
- Stall door opening towards the exterior
  - Exterior** stall door handle with the center at a height of 915 mm (± 100 mm)
    - Located on the side opposite to the hinges
    - Of a contrasting colour (70 %) with the door (colour, finish)
  - Exterior** stall door handle operable with a fist without twisting of the wrist
  - Interior** stall door handle, horizontal, with the center at a height of 900-1000 mm
    - Of 140 mm or more in length
    - With the center at 200-300 mm from the hinges
    - Of a contrasting colour (70 %) with the door (colour, finish)
  - Interior** stall door handle operable with a fist without twisting of the wrist
  - Stall door requiring a small amount of force to open (use of 2 fingers)
  - Locking mechanism with the center at a height of 900-1000 mm
  - Locking mechanism operable with a fist without twisting of the wrist (size of the mechanism and alignment of the latch facilitating manipulation)
  - Locking mechanism requiring a small amount of force to operate (use of 2 fingers)



# 7- Public restroom

## Restroom with stall(s)

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
7.9 The grab bars in the stall are accessible				
<p><b>Horizontal</b> grab bar (behind the toilet) :</p> <input type="checkbox"/> Grab bar that is slip resistant and of contrasting colour (70 %) with the walls Of tubular shape of 30-40 mm in diameter Of 600 mm or more in length At a distance from the wall of 35-45 mm <input type="checkbox"/> Grab bar fixed to the stall wall behind the toilet and with the center at a height of 840-920 mm				
<b>AND</b>				
<p><b>“L-shaped” or “inverted L-shaped” grab bar</b> (lateral stall wall near the toilet) :</p> <input type="checkbox"/> Grab bar that is slip resistant and of contrasting colour (70 %) with the walls Of tubular shape of 30-40 mm in diameter Of 750 mm by 750 mm or more At a distance from the wall of 35-45 mm <input type="checkbox"/> Grab bar fixed to the lateral stall wall closest to the toilette and with the center of the inferior fixation at a height of 750-840 mm With the vertical section 250 mm in front of the toilet				
<b>OR</b>				
<input type="checkbox"/> Presence of a foldable grab bar perpendicular to the wall in absence of an adjacent wall (equivalent to the two preceding characteristics) <input type="checkbox"/> Foldable grab bar that is slip resistant and of contrasting colour (70 %) with the walls and the floor Of tubular shape of 30-40 mm in diameter				
<b>Rating :</b>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Summary of the obtained scores for the 3 items of Stall:</b> <b>Indicate the number of checked off items for each accessibility rating</b>				





# 7- Public restroom

## Restroom with stall(s)

Accessibility	
1- Not present	
1- Inaccessible <input type="checkbox"/> 0 % accessible	
2- Poor to moderate <input type="checkbox"/> < 50 % accessible	
3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	
4- Exemplary <input type="checkbox"/> 100 % accessible	

### USE OF THE TOILET

7.10 The toilet's components are accessible

- Toilet fixed to the wall or to the floor with a narrow base
- Top of the toilet (without the seat) at a height of 400-460 mm
- Presence of a backrest or a lid so a person can lean against it when on the toilet
- Lever flush requiring a small amount of force to activate (use of 2 fingers)
  - OR
  - Automatic flush
- Flush located on the side where there is more space for a transfer from a wheelchair
  - OR
  - Automatic flush
- Toilet-paper dispenser :
  - Fixed to the lateral wall closest to the toilet
  - At 200 mm from the front of the toilet and the top at a height of 700 mm
  - With a projection of 150 mm or less from the wall
- Toilet paper unrolling with a fist without twisting of the wrist

Comments :

Rating : 1  1  2  3  4



# 7- Public restroom

## Restroom with stall(s)

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

Presence of a sink in the restroom. If so, go to the following item (7.11). Otherwise, indicate 2 points in the not present box.

**COUNTER, SINK AND MIRROR (specify which one: \_\_\_\_\_)**

7.11 The counter is accessible to use the sink

If it is a foot-activated fountain, indicate **not present**

Height of the counter of 865 mm or less

**Clearance under the counter of 760 mm in width (key point)**

**With a height of 700 mm or more between the front extremity of the counter and 280 mm or more of depth**

**With a height of 230 mm or more between 280-430 mm from the front extremity of the counter**

Pipes under the sink are isolated (covered)

Distance of 460 mm or more between the center of the sink and the lateral wall

Free space on the counter of a width of 900 mm or more for a space used as a changing table

OR

Presence of a wall-mounted changing table

Comments :

Rating : 1  1  2  3  4

7.12 The elements necessary to wash hands and to look at oneself are accessible

Level tap, automatic tap or push-button tap operable with a fist without twisting of the wrist

Tap requiring a small amount of force for its activation (use of 2 fingers)

Tap not requiring the use of feet or of maintained pressure

At a height of 920 mm (± 100 mm)

At a distance of 485 mm or less from the front of the counter

Indications for temperature having the following characteristics :

Of different contrasting colour (70 %) (blue, red)

With tactile information to differentiate them

Automatic tap or push-button tap not requiring adjustment of the temperature

Soap dispenser located near the sink

At a height of 600-1200 mm (height of the operable mechanism)

At a distance of 485 or less from the front of the counter

Soap dispenser operable with a fist without twisting of the wrist

Soap dispenser requiring a small amount of force for its activation (use of 2 fingers)

Paper-towel dispenser / hand dryer located near the sink and with the operable mechanism at a height of 900-1200 mm

Paper-towel dispenser / hand dryer operable with a fist without twisting of the wrist

Paper-towel dispenser / hand dryer requiring a small amount of force for its activation (use of 2 fingers)

Lowest part of the mirror at a height of 1 m or less

Presence of an inclined mirror

Comments :

Temperature of the water no higher than 55 °C?

Rating : 1  1  2  3  4

Summary of the obtained scores for the 2 items of Counter, sink and mirror: Indicate the number of checked off items for each accessibility rating



# 7- Public restroom

## Toilet without stalls

Accessibility	
1- Not present	
1- Inaccessible <input type="checkbox"/> 0 % accessible	
2- Poor to moderate <input type="checkbox"/> < 50 % accessible	
3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	
4- Exemplary <input type="checkbox"/> 100 % accessible	

This section is meant for single toilet restrooms without stalls (specify the location of the toilet without stalls):

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### Accessibility

7.13 The signage of the restroom is accessible

- Restroom identified and located clearly with a comprehensible pictogram
- Presence of an indicated accessible stall (key point)**
- Presence of a free and level manoeuvring area of 1500 mm or more in diameter in front of the signage
- Signage with contrasting colours for background and writing (70 %)
  - With a character size of 22 mm or more
  - With a writing in relief
  - With a mat finish and lit (200 lux or more)
  - Simple characters sans serif (verdana, arial, frutiger)
  - Essential message (avoid sentences)
- Signage fixed so that the mean horizontal line of the lettering is at a height of 1500 mm ( $\pm$  100 mm) :
  - If there is space** on the wall on the handle's side, at about 200 mm of the frame
  - OR
  - If there is no space** on the door's wall, on the door
- Braille signage fixed so that the mean horizontal line of the lettering is at an average height of 1500 mm ( $\pm$  100 mm) :
  - If there is space** on the wall on the handle's side, at about 200 mm of the frame
  - OR
  - If there is no space** on the door's wall, on the door

### Comments :

Presence of luminescent signage perpendicular to the wall near the restroom to indicate its presence?

Rating : 1  1  2  3  4

# 7- Public restroom

## Toilet without stalls

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
<p>7.14 The restroom door is accessible from outside</p> <p><input type="checkbox"/> Lateral clearance <b>outside</b> the room on the side of the handle            If the door <b>pivots towards oneself</b>, clearance of 750 mm or more            OR            If the door <b>pivots in the opposite direction</b>, clearance of 300 mm or more</p> <p><input type="checkbox"/> Free and level manoeuvring area of 1500 mm or more in diameter <b>outside the room</b> not occupied by the doors opening space</p> <p><input type="checkbox"/> <b>Entrance possible with one of the following options : (key point)</b>            Automatic door (with an opening device or not) (sliding door or door opening opposite to oneself or towards oneself with a delay)            Bend “ L-shaped “ handle            “ D-shaped “ handle            Pivoting door without handle or push bar</p> <p>AND the door opening towards the wall</p> <p>AND <b>If the door pivots towards oneself</b>, the handle is on the left, making the door pivot to the right for people with guide-dogs  <b>If the door pivots in the opposite direction</b>, the handle is on the right</p> <p>AND <b>If it is not an automatic door</b>            With a space of 35-45 mm between the handle and the door            With a contrasting handle (70 %) against the door (colour, finish)</p> <p><input type="checkbox"/> <b>Automatic door not requiring manipulation (key point)</b>            OR            Handle <b>outside</b> for which the center is at a height of 915 mm (± 100 mm)            OR            Automatic door opening device located on a wall close to the door at 1 m from it if it opens towards oneself OR closer if it opens in the opposite direction            OR            On a metal structure close to the door and for which the center is at a height of 915 mm (± 100 mm)</p>				
<p>Comments :</p>				
<p>Rating : 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/></p>				

Experimental Checklist



# 7- Public restroom

## Toilet without stalls

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
<p>7.15 The restroom door is functional and safe</p> <p><input type="checkbox"/> Door (interior and exterior): Of contrasting colour (70 %) with the adjacent walls  OR  With a door frame of contrasting colour (70 %)  AND  <b>If it is a glass door</b>, presence of a band or horizontal motif of a contrasting colour (70 %) at a height of 900-1500 mm</p> <p><input type="checkbox"/> Presence of a protective band of 300 mm or more at the bottom of the door inside and outside</p> <p><input type="checkbox"/> Door opening opposite to the hallway, recessed door opening towards the hallway or door at the extremity of the hallway</p> <p><input type="checkbox"/> Free opening of a width of 865 mm or more (from the greatest protuberance of the frame opposite to the hinges to the closest structure, the opened door or the opposite frame) (measure taken at 90° with the interior door frame)  AND  Of a height of 1980 mm or more</p> <p><input type="checkbox"/> Absence of threshold</p> <p><input type="checkbox"/> Automatic door, automatic opening device or door requiring a small amount of force to open (use of 2 fingers)</p> <p><input type="checkbox"/> Locking mechanism with the center at a height of 900-1000 mm</p> <p><input type="checkbox"/> Locking mechanism operable with a fist without twisting of the wrist</p> <p><input type="checkbox"/> Locking mechanism requiring a small amount of force (use of 2 fingers)</p>				
<p>Comments :</p>				
<p>Rating : 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/></p>				

Experimental checklist



# 7- Public restroom

## Toilet without stalls

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
<p>7.16 The restroom door is accessible from inside</p> <p><input type="checkbox"/> Lateral clearance <b>inside the room</b> on the side of the handle            If the door <b>pivots towards oneself</b>, clearance of 750 mm or more            OR            If the door <b>pivots in the opposite direction</b>, clearance of 300 mm or more</p> <p><input type="checkbox"/> Free and level manoeuvring area of 1500 mm or more in diameter <b>inside the room</b> not occupied by the doors opening space</p> <p><input type="checkbox"/> <b>Exit possible with one of the following options : (key point)</b>            Automatic door (with an opening device or not) (sliding door or door opening opposite to oneself or towards oneself with a delay)            Bend “ L-shaped “ handle            “ D-shaped “ handle            Pivoting door without handle or push bar</p> <p>AND the door opening towards the wall</p> <p>AND <b>If the door pivots towards oneself</b>, the handle is on the left, making the door pivot to the right for people with guide-dogs  <b>If the door pivots in the opposite direction</b>, the handle is on the right</p> <p>AND <b>If it is not an automatic door</b>            With a space of 35-45 mm between the handle and the door            With a contrasting handle (70 %) against the door (colour, finish)</p> <p><input type="checkbox"/> <b>Automatic door not requiring manipulation (key point)</b>            OR            Handle <b>outside</b> for which the center is at a height of 915 mm (± 100 mm)            OR            Automatic door opening device located on a wall close to the door at 1 m from it if it opens towards oneself OR closer if it opens in the opposite direction            OR            On a metal structure close to the door and for which the center is at a height of 915 mm (± 100 mm)</p> <p><b>Rating :</b> 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/></p>				
<p>Comments :</p>				



# 7- Public restroom

## Toilet without stalls

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible
<p>7.17 The floor, the walls and the lighting of the restroom are safe</p> <p><input type="checkbox"/> Floor with a mat finish eliminating glare AND Presence of a colour contrast (70 %) between the walls and the floor OR Presence of a contrast (70 %) at the bottom of the wall</p> <p><input type="checkbox"/> Non-complex motifs on the floor that will not confuse people with a visual disability</p> <p><input type="checkbox"/> Floor with a firm, stable and slip resistant surface even if wet</p> <p><input type="checkbox"/> Surface without steps, change in level or unstable carpet</p> <p><input type="checkbox"/> Floor surface with a longitudinal slope (in the same direction as the traffic) of 1:20 (5,00 %) or less</p> <p><input type="checkbox"/> Free and level manoeuvring area of 1500 mm or more in diameter in the restroom</p> <p><input type="checkbox"/> Floor surface without openings (crack) OR With openings of less than 13 mm in diameter and are perpendicular to the traffic</p> <p><input type="checkbox"/> Smooth wall surface, not posing a risk of injuries (evaluate the texture of the wall and not the presence of obstacles or objects fixed to the wall)</p> <p><input type="checkbox"/> Wall surface with mat finish and not reflective</p> <p><input type="checkbox"/> Absence of full length mirror on the walls</p> <p><input type="checkbox"/> Uniform lighting, continuous and non blinding on the manoeuvring areas (200 lux or more with luminous transitions of 300 lux or less)</p> <p><input type="checkbox"/> Lighting near the sinks (200 lux or more)</p>				
<p><b>Comments :</b></p>				
<p><b>Rating :</b> 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/></p>				
<p>7.18 The environmental controls in the restroom are accessible (thermostat, switch, plug, etc.)</p> <p><input type="checkbox"/> Presence of an area of 1500 mm by 1500 mm in front of the environmental control</p> <p><input type="checkbox"/> Maximum height of the environmental control of 400-1200 mm</p> <p><input type="checkbox"/> Environmental control of a contrasting colour (70 %) to walls or its wall mounting plate</p> <p>If there is/are control button(s), add :</p> <p><input type="checkbox"/> Environmental control operable with a fist without twisting of the wrist</p> <p><input type="checkbox"/> Control button(s) requiring a small amount of force for its activation (use of 2 fingers)</p>				
<p><b>Comments :</b></p>				
<p><b>Rating :</b> 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/></p>				
<p><b>Summary of the obtained scores for the 6 items of Accessibility: Indicate the number of checked off items for each accessibility rating</b></p>				



# 7- Public restroom

## Toilet without stalls

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

### TOILET WITHOUT STALLS

<p>7.19 The layout of the restroom allows access to the toilet</p> <p><input type="checkbox"/> Free space of 285-305 mm between the toilet and the closest lateral wall</p> <p><input type="checkbox"/> Free space of 875 mm or more between the toilet and the nearest obstacle on the side of the furthest lateral wall</p> <p><input type="checkbox"/> <b>Dimensions of the stall of 1800 mm in width by 1700 mm in depth or more (key point)</b></p> <p><input type="checkbox"/> Stall door not aligned with the toilet</p> <p><input type="checkbox"/> Hooks fixed on a lateral wall : With a projection of 50 mm or less A hook with the center at a height of 1200 mm and another hook at a height of 1600 mm</p>	<p><b>Comments :</b></p> <p>Rating : 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/></p>
<p>7.20 The grab bars in the toilet without stalls are accessible</p> <p><b>Horizontal</b> grab bar (behind the toilet) :</p> <p><input type="checkbox"/> Grab bar that is slip resistant and of contrasting colour (70 %) with the walls Of tubular shape of 30-40 mm in diameter Of 600 mm or more in length At a distance from the wall of 35-45 mm</p> <p><input type="checkbox"/> Grab bar fixed to the stall wall behind the toilet and with the center at a height of 840-920 mm</p> <p>AND</p> <p><b>"L-shaped" or "inverted L-shaped" grab bar</b> (lateral stall wall near the toilet) :</p> <p><input type="checkbox"/> Grab bar that is slip resistant and of contrasting colour (70 %) with the walls Of tubular shape of 30-40 mm in diameter Of 750 mm by 750 mm or more At a distance from the wall of 35-45 mm</p> <p><input type="checkbox"/> Grab bar fixed to the lateral stall wall closest to the toilette and with the center of the inferior fixation at a height of 750-840 mm With the vertical section 250 mm in front of the toilet</p> <p>OR</p> <p><input type="checkbox"/> Presence of a foldable grab bar perpendicular to the wall in absence of an adjacent wall (equivalent to the two preceding characteristics)</p> <p><input type="checkbox"/> Foldable grab bar that is slip resistant and of contrasting colour (70 %) with the walls and the floor Of tubular shape of 30-40 mm in diameter</p>	<p><b>Comments :</b></p> <p>Rating : 1 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/></p>
<p><b>Summary of the obtained scores for the 2 items of Toilet without stalls: Indicate the number of checked off items for each accessibility rating</b></p>	





# 7- Public restroom

## Toilet without stalls

Accessibility	
1- Not present	
1- Inaccessible <input type="checkbox"/> 0 % accessible	
2- Poor to moderate <input type="checkbox"/> < 50 % accessible	
3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	
4- Exemplary <input type="checkbox"/> 100 % accessible	

### USE OF THE TOILET

7.21 The toilet's components are accessible

- Toilet model fixed to the wall or to the floor with a narrow base
- Top of the toilet (without the seat) at a height of 400-460 mm
- Presence of a backrest or a lid so a person can lean against it when on the toilet
- Lever flush requiring a small amount of force to activate (use of 2 fingers)
  - OR
  - Automatic flush
- Flush located on the side where there is more space for a transfer from a wheelchair
  - OR
  - Automatic flush
- Toilet-paper dispenser :
  - Fixed to the lateral wall closest to the toilet
  - At 200 mm from the front of the toilet and the top at a height of 700 mm
  - With a projection of 150 mm or less from the wall
- Toilet-paper unrolling with a fist without twisting of the wrist

Comments :

Rating : 1  1  2  3  4

# 7- Public restroom

## Toilet without stalls

1- Not present	Accessibility			
	1- Inaccessible <input type="checkbox"/> 0 % accessible	2- Poor to moderate <input type="checkbox"/> < 50 % accessible	3- Moderate to excellent <input type="checkbox"/> ≥50 % accessible	4- Exemplary <input type="checkbox"/> 100 % accessible

Presence of a sink in the restroom. If so, go to the following item (7.22). Otherwise, indicate 2 points in the not present box.

### COUNTER, SINK AND MIRROR (specify which one: \_\_\_\_\_)

7.22 The counter is accessible to use the sink

If it is a foot-activated fountain, indicate **not present**

- Height of the counter of 865 mm or less
- Clearance under the counter of 760 mm in width (key point)**  
 With a height of 700 mm or more between the front extremity of the counter and 280 mm or more of depth  
 With a height of 230 mm or more between 280-430 mm from the front extremity of the counter
- Pipes under the sink are isolated (covered)
- Distance of 460 mm or more between the center of the sink and the lateral wall
- Free space on the counter of a width of 900 mm or more for a space used as a changing table  
 OR  
 Presence of a wall-mounted changing table

Comments :

Rating : 1  1  2  3  4

7.23 The elements necessary to wash hands and to look at oneself are accessible

- Level tap, automatic tap or push-button tap operable with a fist without twisting of the wrist
- Tap requiring a small amount of force for its activation (use of 2 fingers)
- Tap not requiring the use of feet or of maintained pressure  
 At a height of 920 mm (± 100 mm)  
 At a distance of 485 mm or less from the front of the counter
- Indications for temperature having the following characteristics :  
 Of different contrasting colour (70 %) (blue, red)  
 With tactile information to differentiate them  
 Automatic tap or push-button tap not requiring adjustment of the temperature
- Soap dispenser located near the sink  
 At a height of 600-1200 mm (height of the operable mechanism)  
 At a distance of 485 or less from the front of the counter
- Soap dispenser operable with a fist without twisting of the wrist
- Soap dispenser requiring a small amount of force for its activation (use of 2 fingers)
- Paper-towel dispenser / hand dryer located near the sink and with the operable mechanism at a height of 900-1200 mm
- Paper-towel dispenser / hand dryer operable with a fist without twisting of the wrist
- Paper-towel dispenser / hand dryer requiring a small amount of force for its activation (use of 2 fingers)
- Lowest part of the mirror at a height of 1 m or less
- Presence of an inclined mirror

Comments :

Temperature of the water no higher than 55 °C?

Rating : 1  1  2  3  4

Summary of the obtained scores for the 2 items of Counter, sink and mirror: Indicate the number of checked off items for each accessibility rating



## Glossary :

**Accessible design** : its goal is to eliminate artificial restrictions to opportunities in the use of the environment. Building codes and other legislations concerned with disabled people are based on norms and recommendations of accessible design. Accessible design has the goal of only being beneficial to people with incapacities. Contrarily to the principles of universal design, which aim at avoiding adaptations of the environment but also making it accessible to all, accessible design aims at creating accessible environments, but which can include additions and adaptations to accommodate the population. (Steinfeld, & Maisel, 2012)

**VS.**

**Universal design** : process allowing diverse populations to favor their performance, health, well-being and social participation. It is a concept which is not absolute for which there are no predefined criteria and which adapts to each utilization of the environment. Universal design is not related to a legislative power. Universal design aims at the development of an accessible environment for all without the need for adaptation. (Steinfeld, & Maisel, 2012)

**Backlight** : lighting of an object receiving light from the opposite side from which we look at it.

**Chairlift** : (requires human assistance for its use)



**Curb cut** : lowering of the sidewalk at intersections allowing to go from the sidewalk to the street which has a circular shape to allow both perpendicular sections of the sidewalk to meet.

**Drop-off area** : space allowing people to get out of their vehicle. The equivalent used in the « Guide pratique d'accessibilité universelle » in section 13 is "aire de manœuvre latérale de la case accessible" (lateral manoeuvring area to the accessible space).

**Pedestrian path**: a path accessible to pedestrians as well as municipal maintenance equipment. (ex : a path in a park, a path leading to a waterway)

**Platform lift (oblique trajectory)** : (requires human assistance for its use)



**Ramp** : inclined surface facilitating the access from a level to another.

**Serif** : in typography, the serif represents the small lines projecting perpendicularly from the extremities of the characters.

With serif

Sans serif

## ANNEX A :

### Calculation of a slope :

Measure the angle of the slope with an inclinometer or an electronic level :

Curb cut :

The cross slope is the inclined surface joining the sidewalks to the curb cut. The measure needs to be taken by positioning the device flat on the surface on the curb.

The longitudinal slope is the inclined surface between the interior edge (towards the grass or the buildings) and the exterior edge (side of the street) of the curb cut. The device needs to be placed in the center of the arch of the curb cut to take this measure.

Sidewalk, pedestrian path or ramp :

The cross slope is the inclined surface between the interior and exterior edges. The measure needs to be taken by positioning the device perpendicularly to the traffic on the surface.

The longitudinal slope is the inclined surface in the direction of the traffic. The device needs to be placed in the same direction as the pedestrian traffic on the surface.

In all cases, many measures need to be taken on the entire inclined surface in the same proposed orientation to find the greatest angle. That angle is in fact the measure used for the accessibility rating.

Convert the slope angle with the Conversion table from the slope ratio in degrees to percentage.

### Conversion table of the slope ratio in degrees and percentage

Ratio	Degrees	Percentage
1 :111	0,52	0,90
1 :100	0,57	1,00
1 :90	0,64	1,11
1 :83	0,69	1,20
1 :80	0,72	1,25
1 :70	0,82	1,43
1 :60	0,95	1,67
1 :50	1,15	2,00
1 :45	1,27	2,22
1 :40	1,43	2,50
1 :35	1,64	2,86
1 :30	1,91	3,33
1 :25	2,29	4,00
1 :20	2,86	5,00
1 :19	3,01	5,26
1 :18	3,18	5,56
1 :17	3,37	5,88
1 :16	3,58	6,25
1 :15	3,81	6,67
1 :14	4,09	7,14
1 :13	4,40	7,69
1 :12	4,76	8,33
1 :11	5,19	9,09
1 :10	5,71	10,00
1 :9	6,34	11,11
1 :8	7,13	12,50
1 :7	8,13	14,29
1 :6	9,46	16,67
1 :5	11,31	20,00
1 :4	14,04	25,00
1 :3	18,43	33,33
1 :2	26,57	50,00
1	45,00	100,00

It is to be notes that a slope of 1:50 is less abrupt (less inclined) than a 1:40 slope and requires less effort to overcome.

## ANNEX B :

Proposed criteria to evaluate exterior and interior stairs :

- Signage of the levels for each level
  - Uniform lighting, continuous and non blinding in the stairs (100 lux or more outside OR 300 lux à inside)
  - Presence of a raiser for interior stairs
  - Presence of contrasting marks (70 %) on the first and last steps, but preferably on all steps (key point)**
  - Handrails of a contrasting colour (70 %) with the walls and the stairs (key point)**
    - Has a surface that is not rough
    - Does not transmit cold or heat
    - Extremities bent towards the ground or the wall
  - Presence of a staircase perpendicular to traffic with the underface of the stairs indicated by a cue on the ground detectable with a white stick and delimiting manoeuvring when the clearance height is of 2 m or less
- OR
- Presence of a staircase perpendicular to traffic with superimposed flights of stairs, making the undersection of stairs not accessible
  - Absence of objects projecting in the manoeuvring area
  - Absence of back lighting
- OR
- Presence of a shade screen on the windows

# Fiche 9 – Escaliers intérieurs et extérieurs Guide pratique d'accessibilité universelle

From the Service de l'aménagement du territoire de la Ville de Québec (2010)

## GUIDE PRATIQUE D'ACCESSIBILITÉ UNIVERSELLE

## Escaliers intérieurs et extérieurs

9

- Respecte les normes du Code de construction du Québec - Chapitre 1, Bâtiment et du Code national du bâtiment - Canada 2005 (modifié).
- Constitue le résultat du vécu des personnes ayant une déficience, de l'expertise des professionnels de l'IRD PQ et de la Ville de Québec ainsi que de la recherche de pratiques exemplaires.
- Correspond à la « zone confort » pour l'ensemble des utilisateurs.



### OBJECTIFS

Permettre la transition d'un niveau à un autre avec aisance et en toute sécurité.

- Toujours envisager la construction d'une rampe en même temps que l'escalier.
- Privilégier une uniformisation des aménagements à tous les étages d'un édifice.
- Localiser les escaliers à proximité des services (hall, comptoir d'accueil, ascenseur, etc.).
- Mettre en place une signalisation facilitant le repérage des escaliers.



Escalier intérieur avec contremarches fermées



Escalier extérieur avec contremarches fermées



CRITÈRES DE DESIGN

**Accès et aire de manœuvre :**

**Intérieur et extérieur**

- favoriser un escalier droit, sans marche d'angle ou en pointe;
- prévoir un palier si un changement de direction est nécessaire, ou à tous les 3700 mm de hauteur, mesurés verticalement. Prévoir un palier à tous les 2400 mm pour les établissements de soins ou de détention;
- privilégier une longueur de palier au moins égale à la largeur de la volée d'escalier : 1100 mm minimum dans le cas d'escaliers droits;
- privilégier une largeur de palier identique à celle des marches, en haut et en bas de chaque volée d'escalier;
- prévoir un palier en haut et en bas de chaque volée d'escalier;
- assurer une profondeur minimale égale à la largeur de la porte une fois ouverte, plus 300 mm pour un palier donnant sur une porte dont l'ouverture se fait vers l'escalier;
- uniformiser la dimension des volées d'un même escalier;
- privilégier des dimensions constantes pour les marches d'une même volée;
- respecter une largeur minimale de l'escalier de 1100 mm ou, à défaut, jamais moins de 915 mm;
- respecter une profondeur minimale des marches de 305 mm, limitée à 1 pas par marche;
- utiliser des marches plus profondes, s'il y a beaucoup d'espace. S'il y en a peu, prévoir des marches en nombre impair pour éviter une ascension systématique avec le même pied (impression de boiter);
- réaliser des contremarches d'une hauteur comprise entre 125 mm et 180 mm;
- privilégier un nez de marche de forme arrondie ou taillé en biseau, de couleur contrastante, en saillie de 25 mm maximum (voir dessin page 73);
- prévoir une échappée verticale (dégagement de la tête) minimale de 2050 mm à partir du nez de la marche ou du palier.

**N.B. : Pour plus de détails, consulter la Fiche n° 8 : « Mains courantes et garde-corps ».**

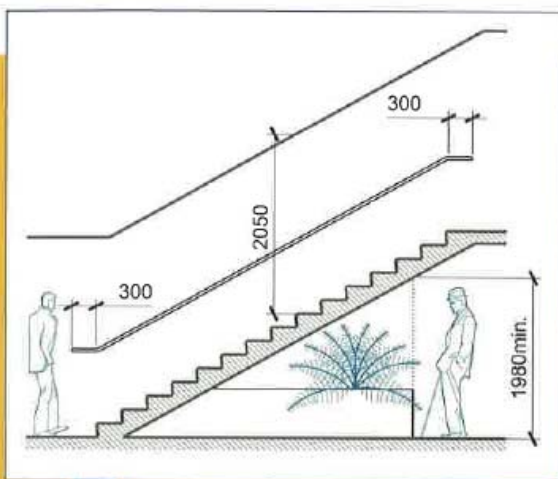
**Sécurité fonctionnelle :**

- surface antidérapante, dure et sans-reflet;
- escalier non-cloisonné :
  - perpendiculaire au corridor afin d'éviter les chutes;
  - première contremarche descendante à 900 mm minimum du point de changement de direction;
- escalier cloisonné :
  - proscrire l'emplacement d'une porte face à la volée descendante d'un escalier (voir dessin page 73);
- éclairage de 100 lux minimum, uniforme, de jour comme de soir;
- volée minimale de 3 contremarches;
- bande texturée d'au moins 600 mm de profondeur à la pleine largeur de l'escalier, à 300 mm avant la première contremarche descendante de chaque volée;
- démarcation tactile et de couleurs contrastantes d'au moins 70 % de 50 mm de largeur, de préférence à chaque nez de marche. Si cela est impossible, marquer obligatoirement la première et la dernière marche de chaque volée (voir dessin page 73);
- dessous de l'escalier rendu inaccessible jusqu'à une hauteur libre de 1980 mm au moyen d'éléments architecturaux détectables par une personne utilisant une canne blanche (voir dessin page 73);
- escaliers avec marches ouvertes (sans contremarche) ou ajourées proscrits, l'altération de la perception des profondeurs pouvant provoquer des vertiges;
- escaliers en spirale proscrits;
- alarme lumineuse de type « gyrophare » ou stroboscopique (en plus de l'alarme sonore) dans les cages d'escalier pour signaler une alarme de feu généralisée dans l'édifice.

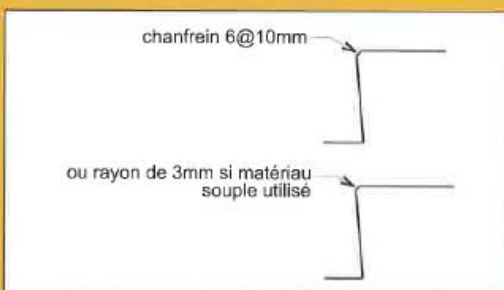
**Orientation spatiale :**

- numérotation bien visible des paliers à chaque étage (voir dessin page 73);
- changements de direction à 90° à privilégier pour préserver l'orientation spatiale;
- tapis à motifs à éviter dans les escaliers (accroissement des problèmes de perception, car les motifs réduisent la définition des arêtes des marches) (voir dessin page 71).

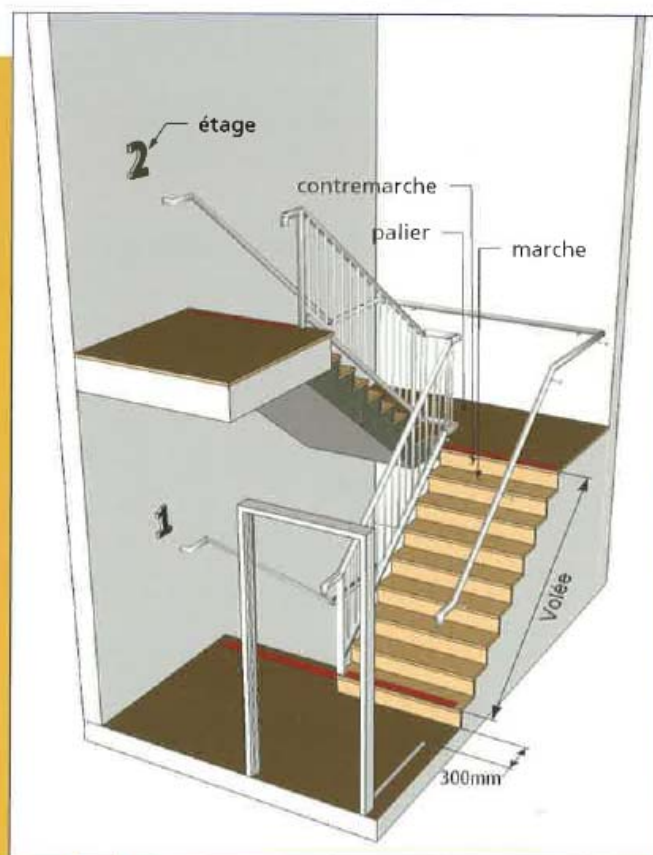
## CRITÈRES DE DESIGN



Dégagement vertical



Détails de marche



Cage d'escalier

## ÉLÉMENTS ADDITIONNELS À CONSIDÉRER POUR LES ESCALIERS EXTÉRIEURS :

**Accès et aire de manœuvre :**

- favoriser les dénivellations en rampes plutôt qu'en escaliers (facilité d'entretien), dans la mesure du possible en pente douce;
- prévoir des pentes maximales de 1:12 (8 %);
- construire des volées d'escalier de 3 à 5 marches, entrecoupées de paliers pour les pentes de plus de 1:12 (8 %), présentant une distance de plus de 2 m de dénivelé et pour lesquelles aucun autre tracé n'est possible;
- prévoir un escalier continu avec un palier à tous les 3700 mm de hauteur, mesurés verticalement, pour les pentes de plus de 1:3 (35 %);
- concevoir les escaliers en fonction de la longueur de 1 pas de marche;

- concevoir les escaliers pour pente forte en relation avec le type de construction :
  - escaliers au sol (avec contremarches) :
    - profondeur des marches plus grande pour compenser le danger d'accumulation de neige et/ou de glace;
    - légère pente vers l'avant des marches (2 %) pour permettre l'égouttement;
  - escaliers dégagés du sol (en dépit des recommandations faites pour les escaliers intérieurs) :
    - contremarches légèrement ouvertes pour limiter l'accumulation de neige et/ou de glace, pour faciliter le déneigement et également pour préserver la perception des profondeurs;
    - légère pente vers le fond des marches (2 %) pour faciliter l'égouttement et garantir une pose du pied sécuritaire.



ÉLÉMENTS ADDITIONNELS À CONSIDÉRER POUR LES ESCALIERS EXTÉRIEURS :

- laisser un espace horizontal libre minimal de 600 mm au haut et au bas de l'escalier s'il est perpendiculaire à un sentier ou un trottoir;
- éclairage : 50 lux minimum, uniforme de jour comme de nuit;
- éviter les contrastes entre les zones bien éclairées et les zones ombragées.

**Sécurité fonctionnelle :**

- surface antidérapante et sans reflet :
  - pour les matériaux de pierre (calcaire, granite), privilégier un fini texturé;
  - pour le bois ou le métal, prévoir des rainures longitudinales ou des bandes antidérapantes au devant des marches.

**Orientation spatiale :**

- contraste de couleurs et de textures entre les surfaces horizontales et les escaliers.



Escalier extérieur à contremarches ouvertes



Escalier extérieur à contremarches ouvertes

AUTRES RÉFÉRENCES

Articles du Code de construction du Québec - Chapitre 1, Bâtiment, et Code national du bâtiment - Canada 2005 (modifié) :

Pour les bâtiments visés par la partie 3 du Code (article 1.3.3.2.) : 3.3.1.14., 3.4.3., 3.4.6.1., 3.4.6.2., 3.4.6.3., 3.4.6.7., 3.4.6.8., 3.4.7.5.

Pour les bâtiments visés par la partie 9 du Code (article 1.3.3.3.) : 9.8.1., 9.8.2., 9.8.3., 9.8.4., 9.8.6., 9.8.9., 9.9.

**Publications :**

- Barker, P., Barrick, J., & Wilson, R. (1997). *Building Sight. A handbook of building and design solutions to include the needs of visually impaired people.* London: HMSO in association with RNIB.

- Commission canadienne des droits de la personne, (2007). *Pratiques exemplaires de conception universelle à l'échelle internationale: Examen général.* [http://www.chrc-ccdp.ca/pdf/bestpractices\\_fr.pdf](http://www.chrc-ccdp.ca/pdf/bestpractices_fr.pdf) Consulté le 10 mai 2010
- Richard, P., *Guide normatif d'accessibilité universelle.* Laval : Ville de Laval.

**Fiches complémentaires :**

- Fiche n° 2 : « Entrées principales »
- Fiche n° 4 : « Halls et corridors »
- Fiche n° 6 : « Information et signalisation »
- Fiche n° 8 : « Mains courantes et garde-corps »
- Fiche n° 11 : « Trottoirs et liens piétonniers »
- Fiche n° 14 : « Salles de spectacles »
- Fiche n° 15 : « Sentiers »

## ANNEX C :

### Contrast, in percentage between different colours

From the Société Logique & Institut Nazareth et Louis-Braille (2003)

Construction neuve Rénovation		<b>Critères d'accessibilité répondant aux besoins des personnes ayant une déficience visuelle</b>																			
<b>8.2 Utilisation de couleur/contraste (suite)</b>																					
<b>Tableau 2 : Contraste, en pourcentage, entre différentes couleurs nommées</b>																					
Le tableau 2 indique le contraste, en pourcentage, entre différentes couleurs nommées. Dans le cas de surfaces déjà peintes, l'utilisation d'un photomètre est recommandée afin de mesurer précisément l'indice de réflexion de la lumière des couleurs en place.																					
	Beige	Blanc	Gris	Noir	Brun	Rose	Pourpre	Vert	Orange	Bleu	Jaune	Rouge									
<b>Rouge</b>	78	84	32	38	7	57	28	24	62	13	82	0									
<b>Jaune</b>	14	16	73	89	80	58	75	76	52	79	0										
<b>Bleu</b>	75	82	21	47	7	50	17	12	56	0											
<b>Orange</b>	44	60	44	76	59	12	47	50	0												
<b>Vert</b>	72	80	11	53	18	43	6	0													
<b>Pourpre</b>	70	79	5	56	22	40	0														
<b>Rose</b>	51	65	37	73	53	0			ne pas utiliser												
<b>Brun</b>	77	84	26	43	0																
<b>Noir</b>	87	91	58	0																	
<b>Gris</b>	69	78	0																		
<b>Blanc</b>	28	0																			
<b>Beige</b>	0																				
									ne pas utiliser												
									acceptable												
									cas limite												
Tiré de Arthur, P. (1988). <i>Orientations et points de repère dans les édifices publics</i> , Survol, p. 84.																					
<table border="0" style="width: 100%;"> <tr> <td style="text-align: left;">M Minimum requis</td> <td style="text-align: left;">R Recommandé</td> <td style="text-align: left;">(C) Code de construction du Québec</td> <td style="text-align: right;">No 8: Couleur/Contraste / page 3</td> </tr> <tr> <td colspan="3" style="text-align: left;">Société Logique / Institut Nazareth et Louis-Braille</td> <td style="text-align: right;">Octobre 2003</td> </tr> </table>														M Minimum requis	R Recommandé	(C) Code de construction du Québec	No 8: Couleur/Contraste / page 3	Société Logique / Institut Nazareth et Louis-Braille			Octobre 2003
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Société Logique / Institut Nazareth et Louis-Braille			Octobre 2003																		