



UNIVERSAL ACCESS SPECIFICATION

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REVISION 00



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DEFINITIONS AND ABBREVIATIONS

Adequate

- i) In relation to this document
- ii) In the opinion of any local (municipal) authority

Balustrade

A railing supported by balusters, especially one forming an ornamental parapet to balcony, bridge, or terrace; safety measure at externally accessible areas at minimum first floor level.

Best Practice

Compliance at all levels at the highest standard, being correct and most effective, providing superior solutions. Will assume the minimum requirement is being met in the first instance.

Building

Includes any structure erected, whether of a temporary or permanent nature, and irrespective of the materials used

Compliant

Accepted in terms of satisfying or meeting the rules/standards/requirements/guidelines/parameters

Competent person

A person who is qualified by virtue of her/his education, training, experience and contextual knowledge to make a determination regarding the performance of a building or part thereof in relation to a functional regulation or to undertake such duties as may be assigned to him in terms of these regulations.

Such as Professional Architect.

Checklist

A set of items required and points to be considered .

Dignity

Being worthy of respect; embodied state of self-respect.

Emergency route

An evacuation route to get out of the building if there is an emergency

Escape door

Is a door that allows people to quickly pass through even if it is locked. It is fitted with simple fastenings that can be easily operated by people making an escape

Fire resistant

Shortest period of which a building element or building component will comply with the requirements for stability, integrity and insulation

Minimum requirement

Compliance with National Building regulations and minimum guidelines set out in this document

NBR

National Building Regulations SANS 10400

Occupancy

Particular use or the type of use to which a building or a portion thereof is normally put or intended to be put (SANS 10400-A:2010, PG 18)

OHSA

Each Eskom site is to have a comprehensive OHS audit and SPECIFICATION on site at all time to comply with the national Occupational Health and Safety Act. It is to be administered and managed by a registered OHS agent.

Parameter/s

The limits or scope of the defined activity

Partition

Interior construction less than one storey in height, and which is generally of a light construction and demountable

Person with disabilities

Those persons who have long-term physical, mental, intellectual or sensory impairments which in interaction with various barriers might hinder their full and effective participation in society on an equal basis with others. (SANS 10400-A:2010, PG 18)

Rational assessment

Assessment by a competent person of the adequacy of the performance of a solution in relation to requirements including, as necessary, a process of reasoning, calculation and consideration of accepted analytical principles, based on a combination of deduction from available information, research and data, appropriate testing and service experience.

(SANS 10400-A:2010, PG 18)

Rational Design

Any design by a competent person involving a process of reasoning and calculation and which may include a design based on a standard or other suitable document. (SANS 10400-A:2010, PG 18)

Relevant Stakeholder

Disability forum members, members of project sterling committee (PSC), project manager, building users, project consultant team members

Sanitary Fixture

Receptacle to which water is permanently supplied, and from which waste water or soil water is discharged.

Site

Any building or property used by the client to conduct their business and processes, whether owned or leased.

- Office Building/s
- Client Hub for serving members of the public
- CNC – customer network centres
- Temporary CNC – same function as CNC above, housed in temporary facilities such as mobile offices and containers
- Power stations

Specification

The detailed description and stating of precise requirements to satisfy the Universal Access

Stairway

Any part of a building which provides a route of travel between different levels in such building and is formed by a single flight or by a combination of two or more flights and one or more intervening landings (SANS 10400-A:2010, PG 19)

Suitable

Capable of fulfilling or having fulfilled the intended function or fit for its intended purpose.

(SANS 10400-A:2010, PG 20)

U.A.S.

Universal Access Specification – this document.

PREFACE

What is THE UNIVERSAL ACCESS SPECIFICATION (UAS)?

It is a guideline and policy for the design of new and retrofitted working and/or living spaces in Eskom's properties portfolio.

Its intent is to benefit the widest range of people by limiting or eliminating special or separate design.

The UAS addresses design considerations for 3 major spectrums of disability, encompassing both temporary and permanent impairments:

1. Visual impairment
 - Myopic and Hyperopic vision (near and far sightedness)
 - Colour-blindness
 - Legal blindness and total blindness
2. Hearing impairment
 - Partial to complete deafness
3. Mobility impairment
 - Crutches and prosthetics
 - Wheelchair bound persons– paraplegic and quadriplegic
 - Prams and push-chairs

Delimits

The scope of this UAS does not consider cognitive impairments or psychological impairments.

This Specification provides a *HOW TO* guide for both **high-level** study as well as for a **detailed** study and is structured as illustrated below.

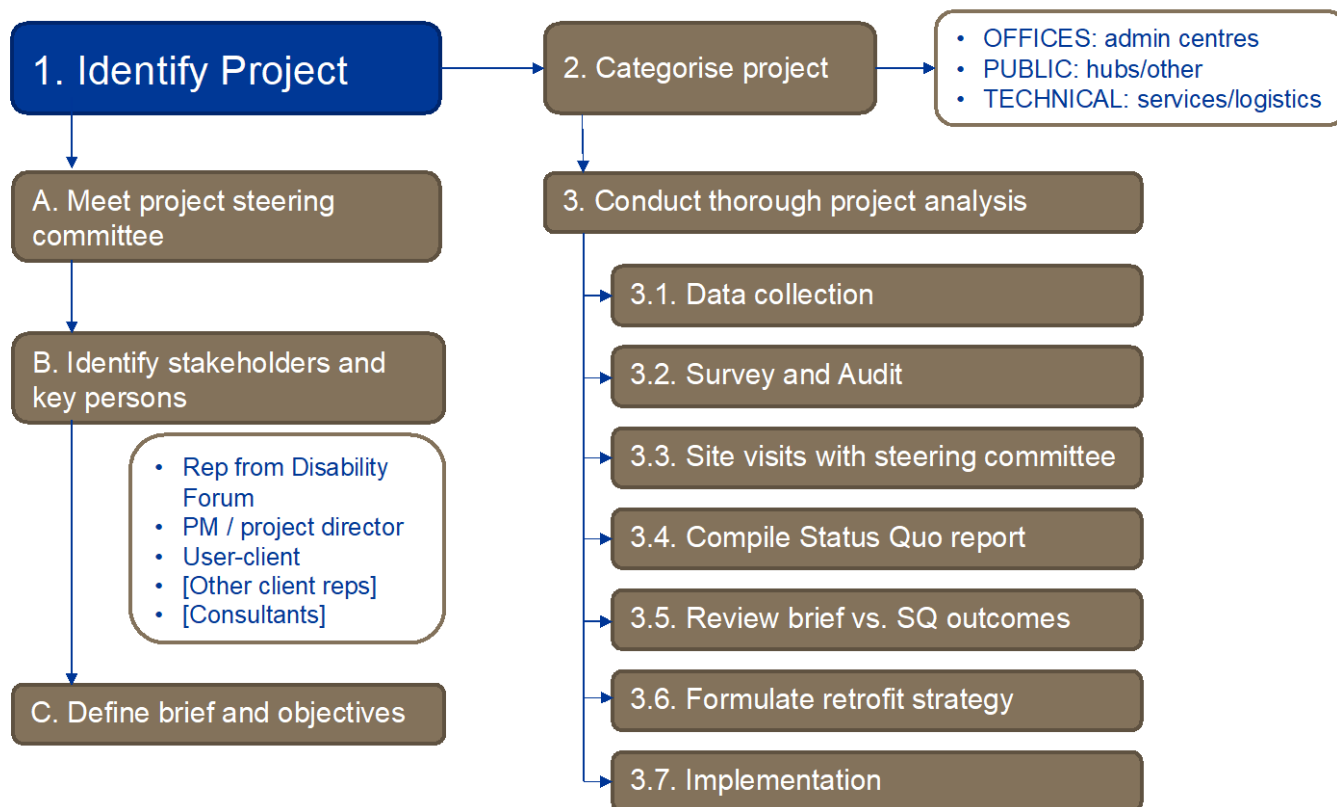
SECTION 01	HOW TO USE THIS SPECIFICATION
-------------------	--------------------------------------

- 01 This specification will allow you to conduct and produce a HIGH-LEVEL or a DETAILED report for both EXISTING (RETROFIT) and NEW BUILDINGS/SITE (NEW BUILD)
- 02 Please refer the GENERAL PRINCIPLES below, in **Section 02**, to understand the necessity of this SPECIFICATION.
- 03 A high-level report can be done at project inception to determine broad scope of a RETROFIT project and can be undertaken by a project manager or other relevant stakeholder.
- 04 The process for compiling a high – level report is outlined in fig. 003 below and refers to point 3.4 from the process diagram fig. 001
- 05 A detailed report should be done by the Competent Person appointed for the project, such as a professionally registered architect.
- 06 The process for compiling a detailed report is outlined in fig 003 below and refers to point 3.2 from the process diagram fig. 002
- 07 Each building/site will have 7 elements in the evaluation criteria in no particular order:
1. Entrance and exit – arrival, emergencies
 2. Level changes – internal and external
 3. Ablution/convenience facilities
 4. Signage
 5. Compliance within building programme
 6. Finishes and compliance with corporate identity
 7. Furniture and fittings
- 08 The checklists in APPENDIX A and B are to be used as a system for risk management.
Use the minimum and best practice guidelines to determine the corrective action
- 09 Instructions for RETROFIT, and where relevant, for NEW buildings:
1. Establish all existing data
 2. Locate drawings of existing building

3. Where no drawings are available survey, measure and create drawings for site – plans, sections and elevations
4. Complete forms
5. Establish building type and function
6. Make meticulous photographic record
7. Reference photos in report
8. Locate photos on a plan
9. Complete each form per floor

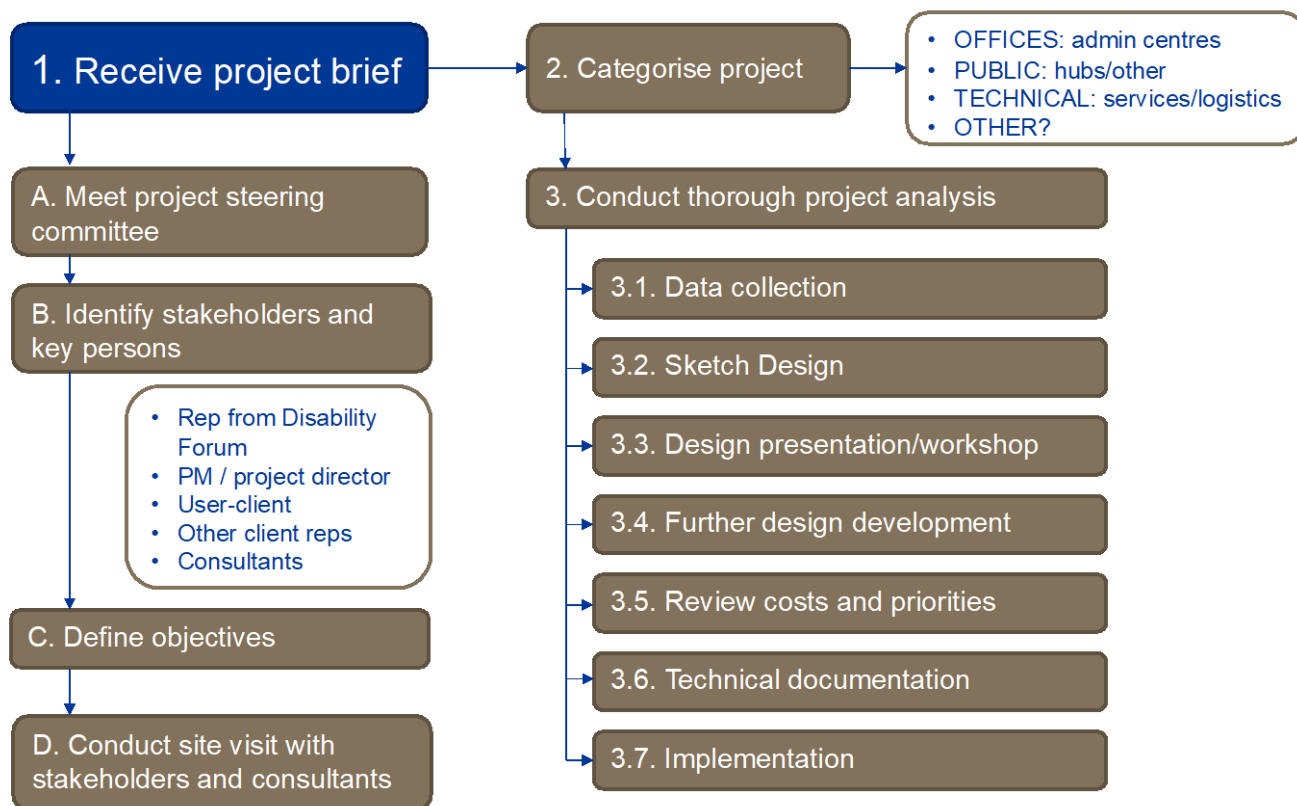
PROCESS FOR RETROFIT / OR EXISTING SITE

fig. 001



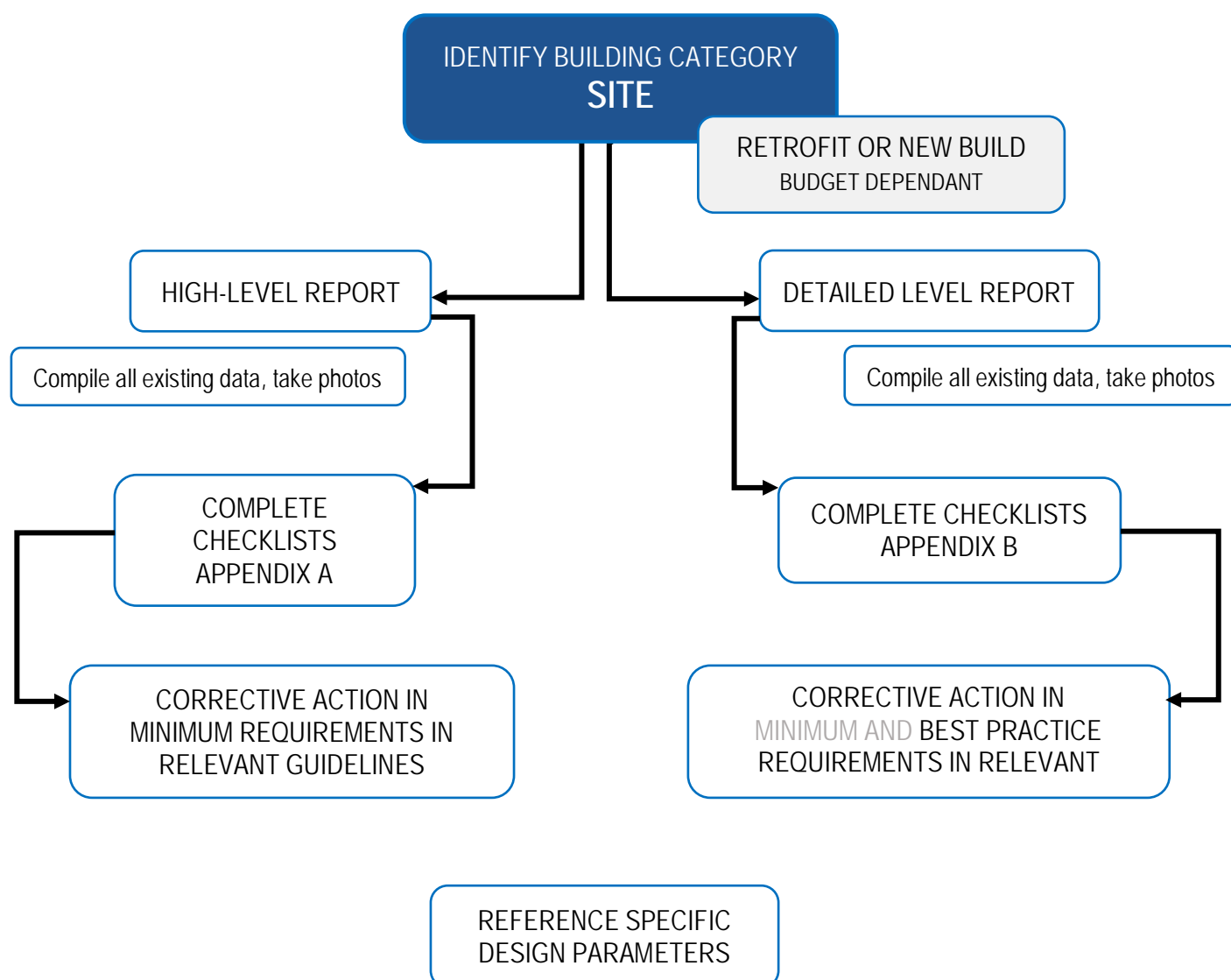
PROCESS FOR NEW BUILD / SITE

fig. 002



PROCESS FOR COMPILING REPORT

fig. 003



CONTENT FOR HIGH LEVEL SURVEY REPORT

HIGH-LEVEL SURVEY		
01	Establish the category of building for record purposes	A, B, C, or D
02	Establish all existing data for site <ul style="list-style-type: none"> - Plans - Sections - Elevations - Other relevant data: 	Ground, first, second, etc At least 2 North, east, south, west fire rational design, electrical and lighting layouts, mechanical engineering layouts
03	Take photographs <ul style="list-style-type: none"> - Create record of all spaces 	Reference photos on a plan at every level
04	Complete checklist per floor in ANNEXURE A	
05	Reference the relevant section for design guidelines.	
06	Refer to design parameters	

CONTENT FOR DETAILED SURVEY REPORT

DETAILED SURVEY		
1	Establish the category of building for record purposes	A, B, C, or D
2	Establish all existing data for site <ul style="list-style-type: none"> - Plans - Sections - Elevations - Other relevant data: 	Ground, first, second, etc At least 2 North, east, south, west fire rational design, electrical and lighting layouts, mechanical engineering layouts
3	Take photographs <ul style="list-style-type: none"> - Create record of all spaces 	Reference photos on a plan at every level
4	Complete checklist per floor in ANNEXURE B	
5	Reference the relevant section for design guidelines.	
6	Refer to design parameters	

SAMPLE CHECKLIST TABLE - FOR RETROFIT OR NEW BUILD

TABLE A

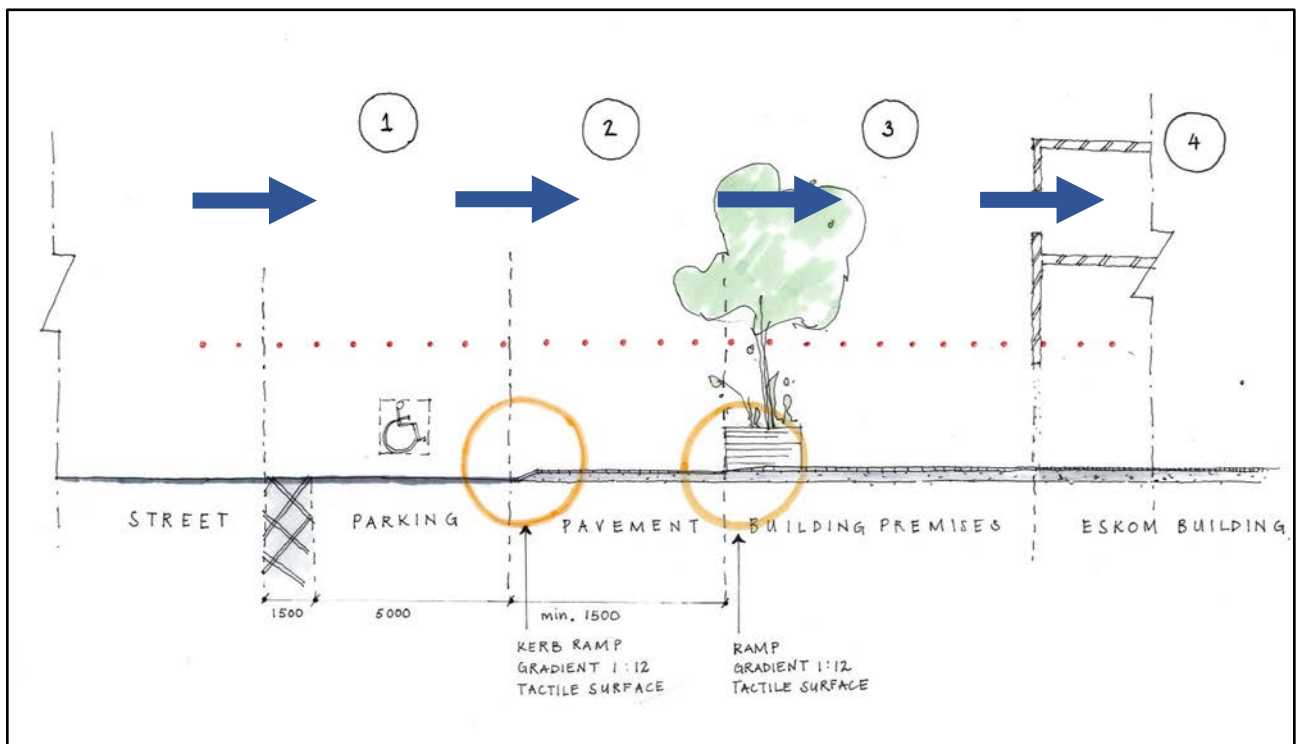
	ELEMENT	COMPLIANT		CORRECTIVE ACTION
				Refer to section 03, guideline 10
				RETROFIT
		YES	NO	

SECTION 02 GENERAL PRINCIPLES

The Following general principals are the foundation of this specification document

	PRINCIPLE	CLARIFICATION
1	Equitable Use	Useful and marketable to people with diverse abilities.
2	Flexibility in Use	Accommodates a wide range of individual preferences and abilities.
3	Simple and Intuitive Use	Easy to understand, regardless of the user's experience, knowledge, language skills, or current concentration level.
4	Perceptible Information	Communicates necessary information effectively to the user, regardless of ambient conditions or the user's sensory abilities.
5	Tolerance for Error	Minimizes hazards and the adverse consequences of accidental or unintended actions.
6	Low Physical Effort	Can be used efficiently and comfortably and with a minimum of fatigue.
7	Size and Space for Approach and Use	Appropriate size and space is provided for approach, reach, manipulation, and use, regardless of user's body size, posture, or mobility.

The general approach and structure of this guideline document follows how one would move through a standard 'site' as illustrated in the diagram below, i.e from outside to inside – *fig.004*



SECTION 03 ADMINISTRATION

All drawings and documentation of new buildings or alterations to existing buildings must, at a minimum, comply with the National Building Regulations SANS 10400 and at best practice comply with the following:

1. Documentation to be provided

Each building or site must have as part of their submission the following

- Plans, sections and elevations
- Site plans
- Fire safety drawings / Rational Fire Design
- Space planning drawings
- Detailed furniture and fittings layouts
- Detailed drawings for immovable structures
- Detailed drawings for specific design elements where deemed necessary or where required by the client eg, ramps
- Additional specialist drawings and diagrams in accordance with the NBR
- Approved municipal and local authority drawings where applicable, including but not limited to Site Development Plan

2. Competent persons

- The client will appoint and retain the services of a competent person/s to undertake the work as set out by the guideline.
- This may be Project Manager, Professional Architect, Facilities Manager, etc
- This will be done in accordance with client procurement policies and procedures

3. Preliminary design

- drawings and documents may be submitted for review and comment to the client

4. Forms and Access Audit Checklists

- Forms and checklists contained herein are to be completed in full and form part of the project documentation
- Series of templates included as reference for minimum drawings requirements

5. Drawings

- The following drawing scales shall be applicable: 1:500; 1:100; 1:50; 1:20
- All drawings for all buildings shall be clearly dimensioned and labelled in compliance with minimum requirements as set out by SANS 10400-A:2010
- Site plans shall be clearly dimensioned and labelled in compliance with minimum requirements as set out by SANS 10400-A:2010

6. Fire Rational plan

- A competent person shall be retained to prepare a fire rational design and drawings for the building and site in compliance with this guideline and well as the National Building Regulations and relevant SANS guidelines

7. Building Materials

- Materials used in the construction or renovation of ESKOM buildings are at a minimum required to comply with SANS 10400, and any other relevant SANS performance guidelines
- Materials used are additionally required to comply with this guideline

8. Construction of the Works

- All building or construction work to be carried out must be executed by a competent person/ or company.
- Such works will be governed and due diligence measured by the relevant construction contract signed by all relevant parties, such as CIBD,JBCC or NEC,etc
- The client is to appoint a registered professional consultant team to carry out design, supervision and coordination services from, but not limited to, the following professionally registered consultants
 - Architect
 - Space planner
 - Civil engineer
 - Structural engineer
 - Mechanical engineer
 - Electrical engineer
 - Electronic engineer
 - Fire Safety consultant
 - Occupational Health and Safety Agent

9. Occupancy

- The classification and occupancy of each building is to be determined at the inception of each project

- SANS10400 is to be referenced. See below extract from NBR – PART A – TABLE 1

TABLE B

CLASS OF OCCUPANCY OF BUILDING	OCCUPANCY
A3	Places of instruction Occupancy where school children, students or other persons assemble for the purpose of tuition or learning.
D1	High risk industrial Occupancy where an industrial process is carried out and where either the material handled or the process carried out is liable, in the event of fire, to cause combustion with extreme rapidity or give rise to poisonous fumes, or cause explosions.
D2	Moderate risk industrial Occupancy where an industrial process is carried out and where either the material handled or the process carried out is liable, in the event of fire, to cause combustion with moderate rapidity but is not likely to give rise to poisonous fumes, or cause explosions.
D3	Low risk industrial Occupancy where an industrial process is carried out and where neither the material handled nor the process carried out falls into the high or moderate risk category.
D4	Plant room Occupancy comprising usually unattended mechanical or electrical services necessary for the running of a building.
G1	Offices Occupancy comprising offices, banks, consulting rooms and other similar usage.
H5	Hospitality Occupancy where unrelated persons rent furnished rooms on a transient basis within a dwelling house or domestic residence with sleeping accommodation for not more than 16 persons within a dwelling unit.
J1	High risk storage Occupancy where material is stored and where the stored material is liable, in the event of fire, to cause combustion with extreme rapidity or give rise to poisonous fumes, or cause explosions.
J2	Moderate risk storage Occupancy where material is stored and where the stored material is liable, in the event of fire, to cause combustion with moderate rapidity but is not likely to give rise to poisonous fumes, or cause explosions.
J3	Low risk storage Occupancy where the material stored does not fall into the high or moderate risk category.
J4	Parking garage Occupancy used for storing or parking of more than 10 motor vehicles.

10. Standardization

- The client is entitled to determine compliance with this GUIDELINE at all its properties and premises
- The client may make and require recommendations towards compliance with this GUIDELINE

GUIDELINES

INTRODUCTION

This set of guidelines are set to be read in conjunction with Access Audit Checklists in Appendix A, B, C, D & E

SECTION 04	CATEGORIES OF SITES
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The guideline is applicable to the various categories of site in the ESKOM portfolio. Compliance must be met at all such sites. It is assumed that some sites may be one or a combination of all of the identified categories.

Some sites may have limited compliance with the UAS, e.g. technical, where employment of persons with disabilities is selective due to safety concerns.

CATEGORY	SITE TYPE	DESCRIPTION
A	OFFICE	Where the organisations administrative functions are carried out by Eskom employees <ul style="list-style-type: none"> • Open plan and cellular offices • Meeting and board rooms • Kitchen and pause areas • Collaborations spaces / areas • Ablutions • Security, waiting and reception areas
B	PUBLIC Client Hub	A service centre in a municipal or other location which serves the general public <ul style="list-style-type: none"> • Client Hub
C	TECHNICAL	A site and series of buildings which service Eskom infrastructure and includes but is not limited to the following: <ul style="list-style-type: none"> • Customer network centre (temporary or permanent)

CATEGORY	SITE TYPE	DESCRIPTION
		<ul style="list-style-type: none"> • Storage areas • Parking • Office component • Ablutions • Logistics
D	OTHER	<p>A training or teaching and instruction facility which may have the following building programmes</p> <ul style="list-style-type: none"> • Residential component – dormitory or chalet type • Classrooms or seminar rooms • Conferencing or auditoria • Ablutions • Hospitality • Research and development • Laboratories • Administrative (<i>see category 01 above</i>)

SECTION 05	BUILDING / SITE PROGRAMME AND FUNCTION GUIDELINES
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	Minimum requirements	Best Practice
01	Parking	
	<ol style="list-style-type: none"> 1. Adequate numbers of accessible car parking spaces shall be provided with unobstructed access, proper designation and directional signage in the car parks 2. Parking numbers to be provided to comply with the SANS 10400 requirement and the building occupancy. 3. Parking bays for disabled persons should be provided close to the entrance of the building 4. The parking bay surface should allow the safe transfer of a passenger or driver to a wheelchair and transfer from the parking bay to the access route to the building without undue effort, barriers to wheelchairs or tripping hazards See fig 005, 006 5. Where a ticket dispensing machine is installed, it should be located at maximum height of 900mm above finished floor surface to allow wheelchair users, or persons of short stature, to conveniently approach the machine and perform the payment and ticket dispensing functions. 6. See Fig 018 	<ol style="list-style-type: none"> 1. Demarcation of parking bays can be paved instead of painted to reduce maintenance 2. Parking spaces should not be used as emergency assembly points. 3. The provision of the parking should include all indicated disabilities, wheelchair access and parents with prams See fig 006 4. As part of the OHS compliance, designated movement lanes to be painted on the road surface at a minimum width of 900mm. An alternate surface treatment, e.g. paving, could also be used to demarcate this lane. 5. Parking should be provided for bicycles and other NMT vehicles 6. Where electrical charging stations for electrical vehicles are provided, they are to be located secondary to parking for disabled persons and should not present barriers or obstacles for any users. 7. Where site restricts vehicle access to the entrance of buildings, a shuttle service and drop off area to be provided. 8. Drop-off zones / area are to accommodate disabled persons through level surfaces or close to level surfaces, easily navigable surfaces

	Minimum requirements	Best Practice
	<ol style="list-style-type: none"> 7. At the entrance of public parking facilities, signage should be displayed in prominent positions to indicate the designated numbers of the parking spaces reserved for persons with a disability 8. Parking spaces shall be identified by a vertical sign incorporating the international symbol for access by persons with disabilities. The international symbol shall also be clearly painted on the road surface and it shall be 1000 mm x 1000 mm. 9. Emergency vehicles to be accommodated – ambulances and fire trucks 10. It is the minimum requirement that where an identified parking for persons with disabilities is provided, a kerb cut that has a slip-resistance finish and gradient that does not exceed 1:12 shall be provided immediately adjacent to the bay – see fig 007 	<ol style="list-style-type: none"> 9. Changes of levels to accommodate persons with disabilities should not compromise storm water management or allow ingress of water into the building envelope. 10. Kerbing at parking areas should be concrete mountable kerbs in all instances, provided storm water management is not compromised. See fig. 007 4. Storm water management should not compromise any person or any assisting device such and wheelchair or crutches. See Fig 009
02	Pavements, Walkways and Corridors	
	<ol style="list-style-type: none"> 1. The material pavements are made of should be wheelchair friendly, gravel and cobble should be avoided. 2. An easily accessible route from the site entrance to the drop off area and main entrance of the building must be provided. 3. Access routes to be a minimum of 1200mm wide See fig. 007, 008 	<ol style="list-style-type: none"> 1. Due to the varying physical abilities resting areas along an accessible route at 20m intervals can be provided 2. All efforts to be made to reduce distances from parking areas to entrances 3. Walkways and corridors/passages to comply with fire regulations relative to building occupancy. Widths to be minimum of 1500mm

	Minimum requirements	Best Practice
	<p>4. This rule will also apply to open plan offices or to movement spaces between partitioning, screen or furniture.</p> <p>See TABLE D</p>	
03	Entrances and exits	
	<ol style="list-style-type: none"> 1. Main Entrances and exits should be clearly marked with clearly visible and legible signage. 2. All entrances and exits to be well lit for night time or low daylight usage 3. Automated doors should be of minimum 900mm wide to allow wheelchair and an assisting person to pass through unimpeded 4. Employees may have their own access while visitors may be granted access by security personnel, where privacy levels require stricter security measures 5. Security scanners placed at entryways are to allow sufficient space for persons with disabilities and should not be placed directly behind doors 6. Transition level difference between spaces not to exceed 15mm 	<ol style="list-style-type: none"> 1. Where access control is used, automated door opening and closing to be installed. 2. Emergency exits to have sliding doors or outward opening doors 3. Entrance doors to be generous at minimum 1000mm 4. Revolving doors are not supported 5. Automated doors to emit a sound at opening and closing to alert a vision impaired person 6. Door handles to have braille indication for push or pull motion 7. Emergency exit doors to have a push bar not a handle 8. Handles and locks to be installed at 900mm above finished floor surface 9. Provide voice aided facilities 10. Where barrier of 20mm exists a transition strip to be installed to create flush accessible surface on either side of transition
04	Meeting room / Boardroom / Quiet booth	
	<ol style="list-style-type: none"> 1. Meeting table to be at height of 750mm minimum. 	<ol style="list-style-type: none"> 1. No lecterns to be provided. 2. Conferencing technology to allow for seated individuals.

	Minimum requirements	Best Practice
	<ol style="list-style-type: none"> 2. Legs of table to easily permit access of wheelchair, to allow for minimum space of 800mm. 3. Fire equipment and signage to be clearly visible at all times. 4. Fire exit plan to be placed in a clearly visible area within the meeting or boardroom, as these spaces are often occupied by visitors who may not be familiar with the layout of the building or site at which they are at. 5. Inductions and emergency exit procedures to be conducted in every meeting and boardroom. 	<ol style="list-style-type: none"> 3. Smart boards with closed captioning for the hearing impaired. 4. Braille indicators on microphones and other conferencing equipment to be provided. 5. Emergency exiting procedures to be announced on public address systems which are audible in all boardrooms and meeting rooms. 6. Fire alarms to be linked to lighting system which will flash inside all boardrooms and meeting rooms. 7. Entrance and exit to meeting rooms are to be have outward opening double doors for larger boardrooms, single for smaller meeting rooms. 8. Emergency procedure manual to be available in the boardroom as risk mitigation in the event that team leader is unable to conduct the exit procedures. 9. Provide voice aided facilities
05	Ablutions	
	<ol style="list-style-type: none"> 1. Toilets for disabled persons should be provided 2. A changing station for parents should be provided 3. Ablutions are to be grouped together for ease of construction and servicing 4. Toilets for disabled are not to be isolated from other ablution facilities. 5. Showers and shower rooms to be provided. Refer to sections 07 and section 09 below. 	<ol style="list-style-type: none"> 1. Where size of site allows, a male, female or unisex bathroom to be provided. 2. A family toilet to be provided. 3. None gender specific toilets to be provided. 4. A nursing station for nursing mothers to be provided. 5. Provide voice aided facilities

	Minimum requirements	Best Practice
		6. Provide emergency call button linked to monitored security and safety system
06	Kitchens, Pause Areas, Waiting areas, Collaboration spaces	
	<ol style="list-style-type: none"> 1. The height of the worktop station should be at an accessible height at maximum 800mm above finished floor surface. 2. Units and equipment should be easy to use, move, open or close. 3. Braille indicators on handles to be installed. 4. Milk dispensers and Hydroboil or other hot water dispensers to be installed at height 900mm or reasonably accessible height. 5. Other fittings to comply with specifications set out in section 07 and section 09 below. 	<ol style="list-style-type: none"> 1. It is recommended that a partial area of the worktop be dropped for access, while the remainder is installed at the standard height of 900mm above finished floor level. 2. Consideration should be given to the colour of the finishes to create contrast between work surfaces to assist people with visual impairments.
07	Conference room and Auditoria	
	<ol style="list-style-type: none"> 1. If the facility has a ranked floor entrance and access should be provided at higher or lower level 2. Seating and/or spaces for wheelchairs should also be provided and clearly designated. 3. Access should be provided to the low and high levels of the auditorium 4. Seating allocations for persons with a disability should be accessible by provision of a direct, easily identifiable route free from obstructions and preferably adjacent to the means of egress and accessible toilets. 	<ol style="list-style-type: none"> 1. Allocated wheelchair spaces at different levels of the seating area in order to have a variety of viewing positions 2. Safety barriers to be provided to wheelchair spaces at high levels to minimize the risk of the wheelchair falling over the edge 3. Where conventional seat numbers are provided, braille and tactile seat numbers should be provided at the top of each seat rest.

	Minimum requirements	Best Practice
	5. Consideration for fire exit for these conditions must be made. See fig 015 , 016, 017	4. The wheelchair spaces should be located that the wheelchair user may have the choice of sitting with another wheelchair user or conventional seated companion
08	Change Rooms	
	1. Where single sex change rooms are not prerequisite, unisex change rooms are acceptable. 2. The floor of the change room must be level and slip resistant in both wet and dry conditions.	1. Lockers should be at least 300 mm wide, maximum 600 mm deep and set between 400 mm and 800 mm above finished door level. 2. Lockers to store crutches, callipers and artificial limbs should be a minimum height of 1200 mm, while lockers for walking frames must be 800 mm wide ,600 mm deep and 1200 mm high. 3. All locks must be located at 1000 mm above finished floor level. 4. It is preferable for lockers to be located in a communal area leading to the changing room
09	Sick room or medical centre	
	1. The room should contain a WHB as well as a bed 2. Hand rails should be provided at bed positions 3. Level changes should comply with ramp requirements 4. Door openings should be of minimum width 1150mm to accommodate stretcher bed 5. Storage of first aid kit or other medical supplies to be located at accessible heights 6. Emergency exit signage to be installed	1. Standard hospital bed to be provided with adjustable safety rails 2. Nurses call or emergency call button to be located at the bed side or as part of bedhead unit 3. Doors should open outwards 4. Waiting areas to be accommodate 5. All other facilities pertaining to primary healthcare to be provided: toilets, phlebotomy, consultation rooms, counselling rooms, emergency reception, secure dispensary, etc

	Minimum requirements	Best Practice
	7. Emergency alert to be visible and audible in these spaces	6. Document storage rooms to be provided and to have accessible storage units
10	Other : server room, store room	
	1. Reasonable access and safety considerations to be applied. 2. Compliance with fire and electrical requirements and NBR to be satisfied.	

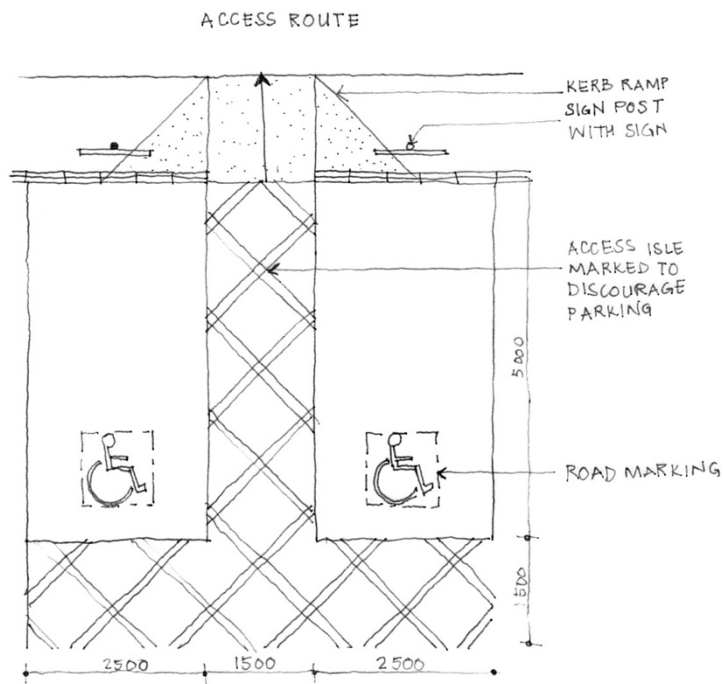


Fig 005 – MINIMUM PARKING SPACE ALLOCATION

(ref: second edition 2015. Architective. South Africa. Page 087)

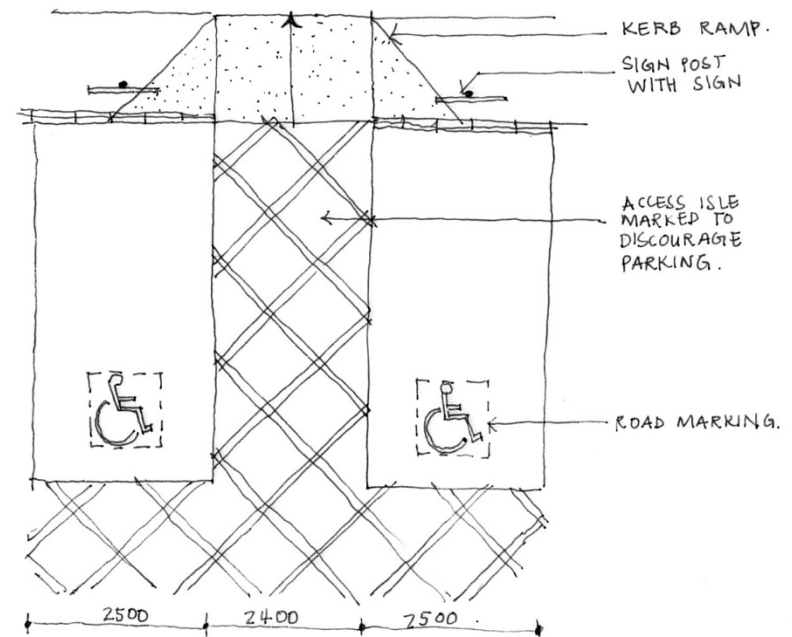


Fig 006 – RECOMMENDED PARKING SPACE ALLOCATED

(ref: second edition 2015. Architective. South Africa. Page 087)

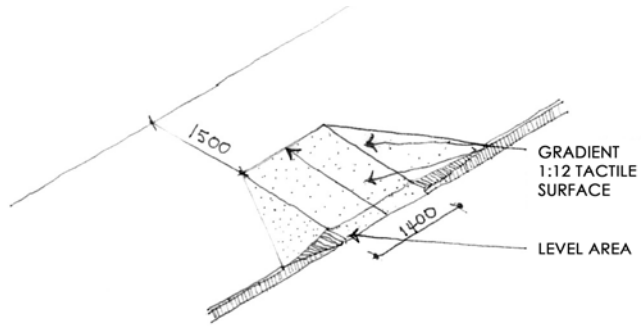


Fig 007 – KERB RAMP – WIDE ACCESS ROUTE

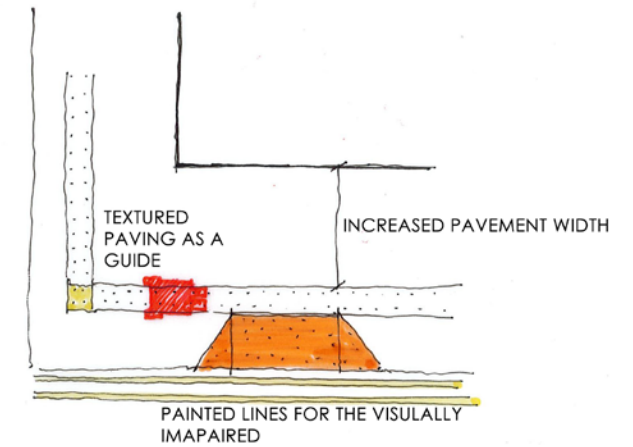
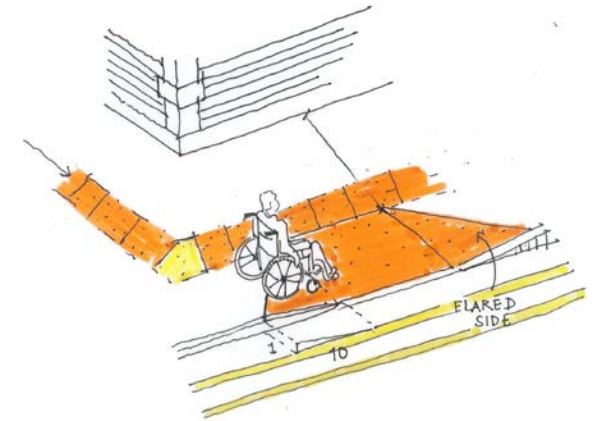


Fig 008 – MOUNTABLE KERB

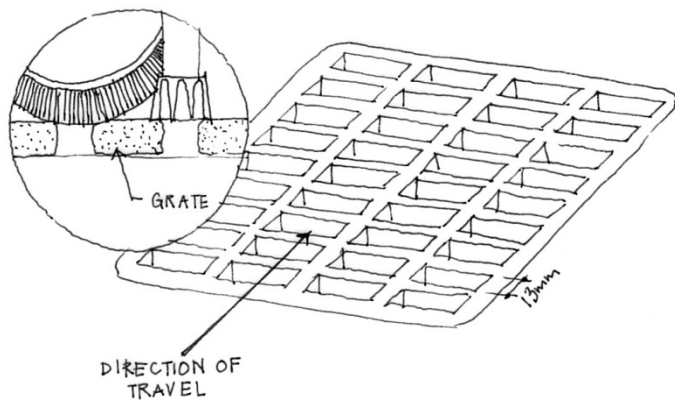


Fig 009 – GRILL OR GRATE FOR STORM WATER
MANAGEMENT

DESCRIPTION	WIDTH
High Traffic	1800 mm
Medium Traffic	1500 mm
Low Traffic	1200mm
Recommended min width	1000 mm
Min SANS width (SANS 10400 – S)	900 mm

TABLE D – MOVEMENT ROUTES

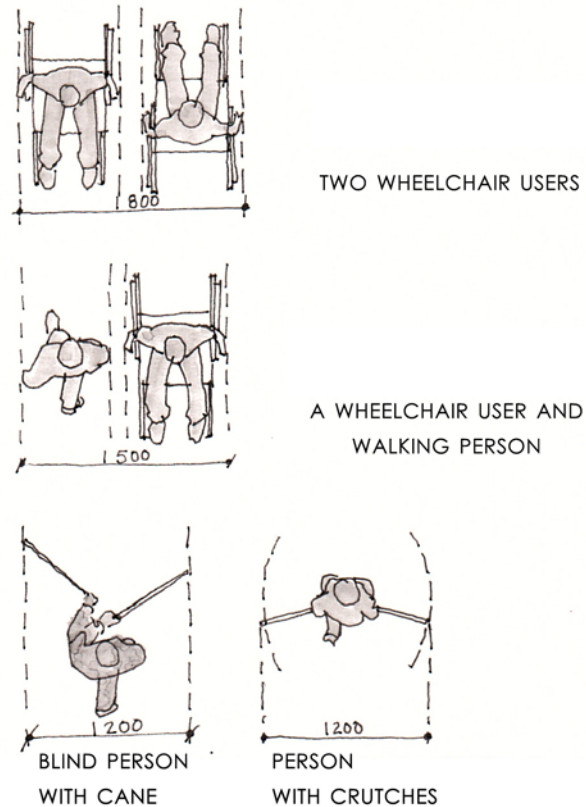


Fig 010 – THE MINIMUM SPACE REQUIRED FOR TWO PEOPLE NEXT TO EACH OTHER

(ref: second edition 2015. Architective. South Africa. Page 101)

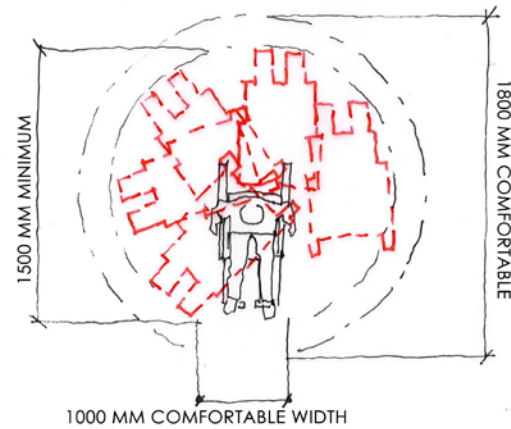
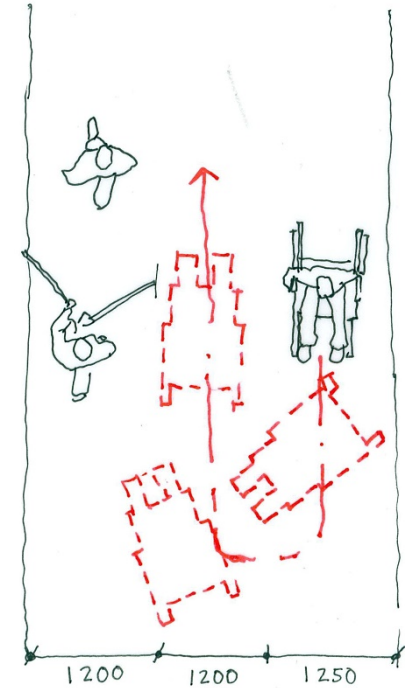


Fig 011 – IDEAL SPACE PROVISION FOR TWO PEOPLE NEXT TO EACH OTHER



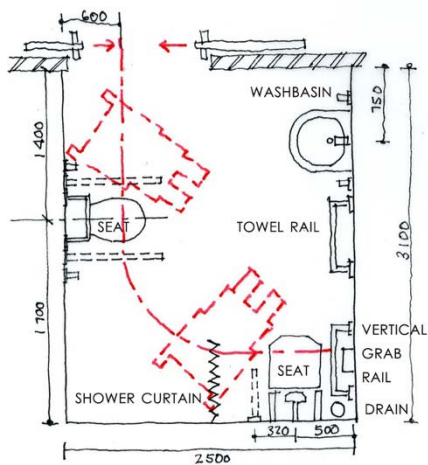


Fig 012 – Shower with a ceiling mounted tracked hoist for independent or assisted use (ref: second edition 2015. Architective. South Africa. Page 089)

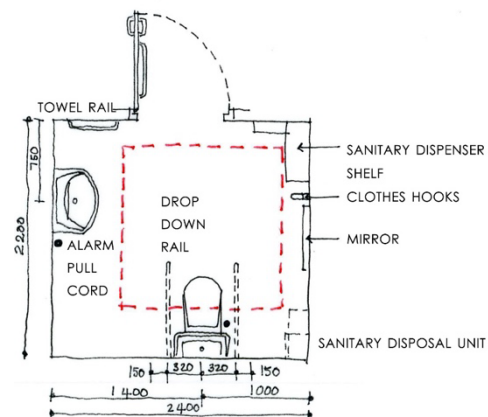


Fig 013– Layout of a typical facility for assisted use
(ref: second edition 2015. Architective. South Africa. Page 087)

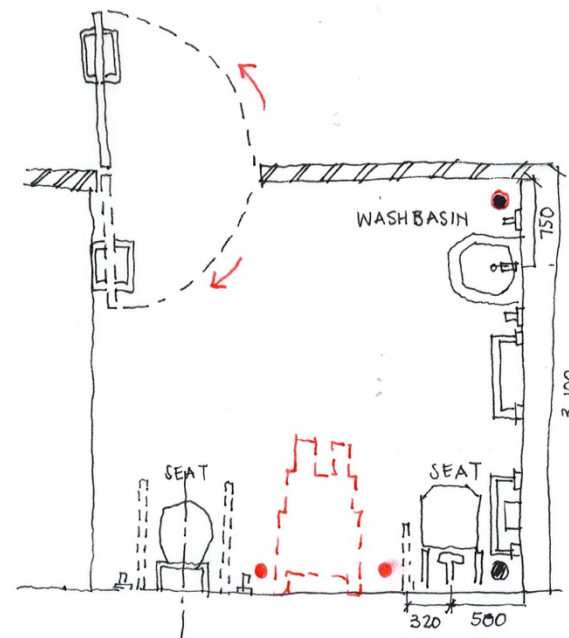


Fig 014– Shower with a ceiling mounted tracked hoist for independent or assisted use (ref: second edition 2015. Architective. South Africa. Page 089)

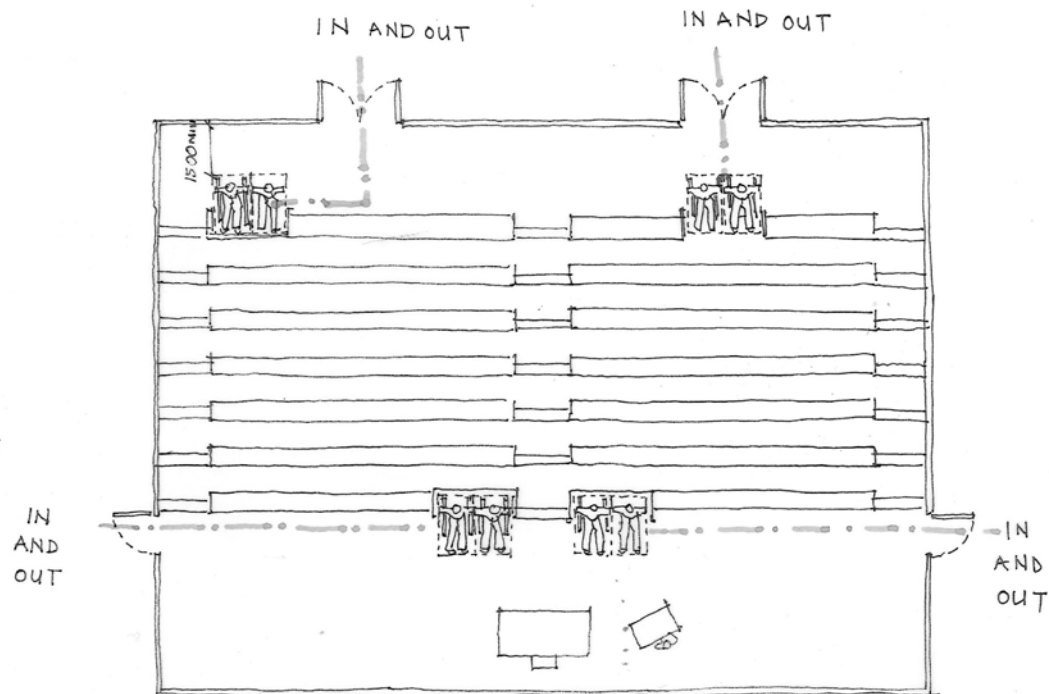


Fig 015 – PLAN VIEW – wheelchair space in Auditorium

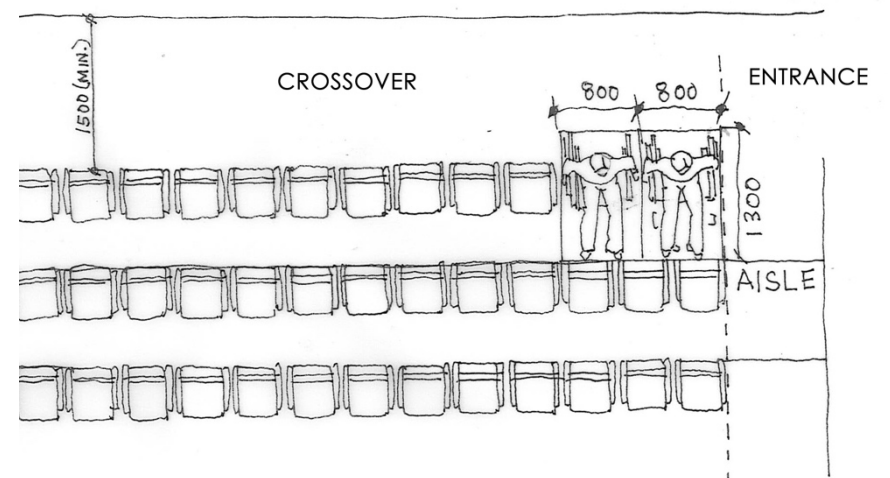


Fig 016– DETAIL PLAN VIEW – wheelchair space in

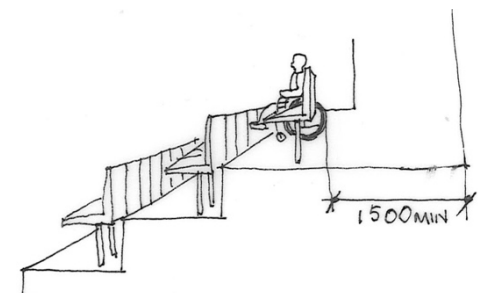


Fig 017 – SECTIONAL VIEW – wheelchair space in

SECTION 06	ELEMENTS GUIDELINES
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		Minimum requirements	Best Practice
01	Ramp	<ol style="list-style-type: none"> 1. Level changes from outside should have a ramp compliant with NBR 2. To be a 1:12 gradient ramp. Finish to be a none-slip surface. 3. Small level changes should be handled with a ramp 4. Ramp or transition plate to be installed over stormwater drainage channels 	<ol style="list-style-type: none"> 1. Level changes to be continuous without any interruptions in floor finish levels. 2. Excessive length ramps to be avoided. Installation of stair lift preferred for level changes or more than one(1) meter.
02	Stair and handrails/balustrade	<ol style="list-style-type: none"> 1. Stair riser to be maximum of 170mm and stair tread minimum of 300mm 2. Stair surface to be none slip/skid 3. Stair nosing to be such that it does not present tripping hazard 4. Handrails to be provided on either side at 900 mm high 5. Handrail finish to be comfortable and smooth. 	<ol style="list-style-type: none"> 1. Indicate in braille the number steps taken on the handrail for a vision impaired person. See Fig 021 2. Change of surface of last step to indicate last step or first step. See Fig 022 3. Fire escape stairs to have wide landing of minimum 1500mm depth where site allows. 4. Emergency wheelchair to be clearly located and easily accessible within the stairwell. 5. In multi-storey buildings each floor to have an OHS officer who can direct how emergency wheelchair to be used and by whom.

		Minimum requirements	Best Practice
			6. Each level to have an emergency call telephone which connects to security or manned facilities management systems.
03	Door	<ol style="list-style-type: none"> 1. Door widths to comply with minimum of 900mm wide as per NBR 2. Door handles should be at height of 900mm above finished floor level 3. Door ironmongery should allow for pushing and pulling with minimal effort 4. Where door closers are required on doors, that they be set to close slowly and be within the acceptable fire regulations 5. Steel framed, aluminium and timber doors to comply with NBR at a minimum. 6. Competent person (e.g. architect) to design all doors and door openings to comply to this guideline 	<ol style="list-style-type: none"> 1. Automated doors linked to access control system 2. All emergency exit doors to be linked to fire alarm systems
04	Window	<ol style="list-style-type: none"> 1. Opening windows should be easily accessible for opening and closing. 2. See fig 019 	1. Windows to have floor to sill height of maximum 900 mm in specific areas, where allowable.

		Minimum requirements	Best Practice
05	Floor	<ol style="list-style-type: none"> 1. Suitable Non-skid, non-slip, flooring to be installed suitable for the area 2. All surfaces to be level 3. Where there is a change of surface material, junctions to be level. 4. Eskom national specification to be followed. 	
06	Passage	<ol style="list-style-type: none"> 1. Corridors and routes are not obstructed by deliveries, machinery or anything else 2. The turning space allowance e.g. for a wheelchair, guide dog or person on crutches, shall be a minimum of 1,5m in diameter, inclusive of any toe and knee clearances 3. Doors should not be allowed to swing into the turning spaces 4. See Fig 010 	
07	Lift	<ol style="list-style-type: none"> 1. Where there are more than 3-meter height differences it is advisable to install a lift for disabled persons. 2. Where a standard lift is installed, lift shaft and/or lift car should have fire rating of minimum 2 hours. 3. Stair lifts to be installed for short level changes where a ramp will not fit. 	<ol style="list-style-type: none"> 1. Stair lifts may be used / installed where a standard lift/elevator cannot be installed. 2. In multi-storey buildings each floor to have an OHS officer who can direct how emergency

		Minimum requirements	Best Practice
		<ol style="list-style-type: none"> 4. Dog-leg stairs to have stair lift to navigate the turn in direction 	
08	Metal detector / security scanner	<ol style="list-style-type: none"> 1. All security equipment to make space allowances for persons with disabilities 2. Personnel at Security checkpoints to be sensitized to deal with employees or visitors with disabilities. 3. No barriers or equipment which compromises the safety and dignity of disabled persons to be used or installed 	
09	Lighting	<p>General Lighting</p> <ol style="list-style-type: none"> 1. For pedestrian areas, low level lighting by means of bollards which do not emit light above the horizontal will often find favour with people who are visually impaired because it provides light on the ground without glare. 2. Provide a gradual reduction in illuminance from inside to outside at night. This will allow the extended adaptation times of people who are visually impaired to be accommodated. <p>Emergency Lighting</p> <ol style="list-style-type: none"> 3. Traditional overhead emergency lighting luminaries is acceptable 	<p>General Lighting</p> <ol style="list-style-type: none"> 1. In walkways or none motorised movement routes Lighting with bollards which does not emit glare and therefore does not further compromise the visually impaired 2. Provide a gradual reduction in illuminance from inside to outside at night, thus allowing the extended adaptation times of people who are visually impaired to be accommodated. 3. Reduce overhead lighting whenever possible and use table top or desk lamps with full spectrum light bulbs <p>Emergency Lighting</p>

		Minimum requirements	Best Practice
		<p>Other</p> <ol style="list-style-type: none"> Digital screens should be away from windows where glare can become a problem Fluorescent light filters for offices act like drapes or shades that swag under florescent light coverings to soften the effects of fluorescent light bulbs. 	<ol style="list-style-type: none"> Strobe or variable lighting installed at the edges of passages or fire escape routes to guide visually impaired users Strobe lighting to be used under advisement as this may compromise persons who have light sensitive epilepsy
10	Signage – way finding	<ol style="list-style-type: none"> Wayfinding and signage is of prime importance and should be clearly visible and legible In the case of visually impaired people, the use of colors or texture and contrasts suitable for optimal understanding of the message you want to convey. For blind people it is useful to place vertical pillars all along the way and support them with tactile elements on the ground to contain the direction of walk, in addition to descriptive information panels in Braille placed especially in crucial points of the route and in front of main points of interest. Signage should have Braille in addition to English and or other official language. 	<ol style="list-style-type: none"> To provide information panels en-route which are colour coded, have lighting or are in braille Colour coding for the visually impaired or with limited visual acuity to assist in way finding It is useful to provide information kiosks to receive multimedia explanations, video explanations should be clear, with a speaker in frontal position, using simple language and a proper diction and accompanied by clear subtitles.

		Minimum requirements	Best Practice
		<p>5. All signage should be luminescent or be well lit where access is required at night or in the event of power failures, where lighting conditions are anticipated to be poor.</p> <p>6. See Fig 020</p>	

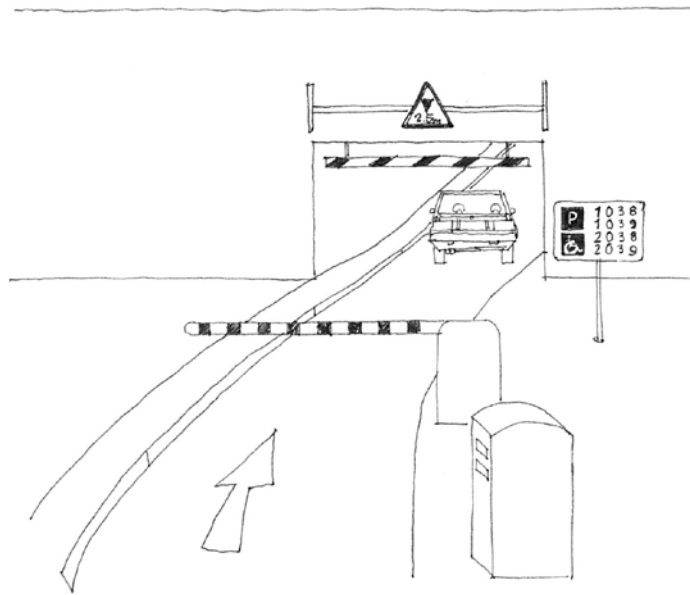


Fig 018 – PARKING SPACE INDICATION

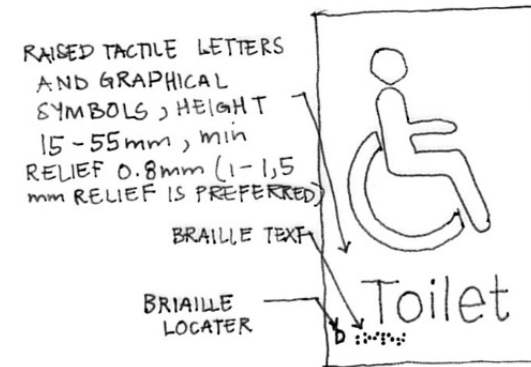


Fig 020 – ACCESSIBLE SIGNAGE QUALITIES

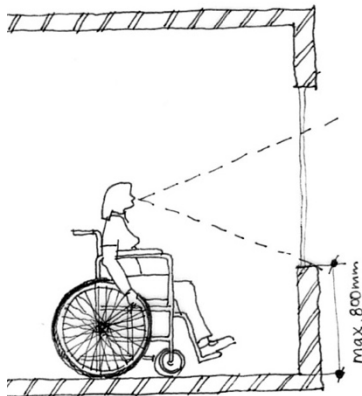


Fig 019 – FLOOR FINISH TO CILL MAXIMUM –

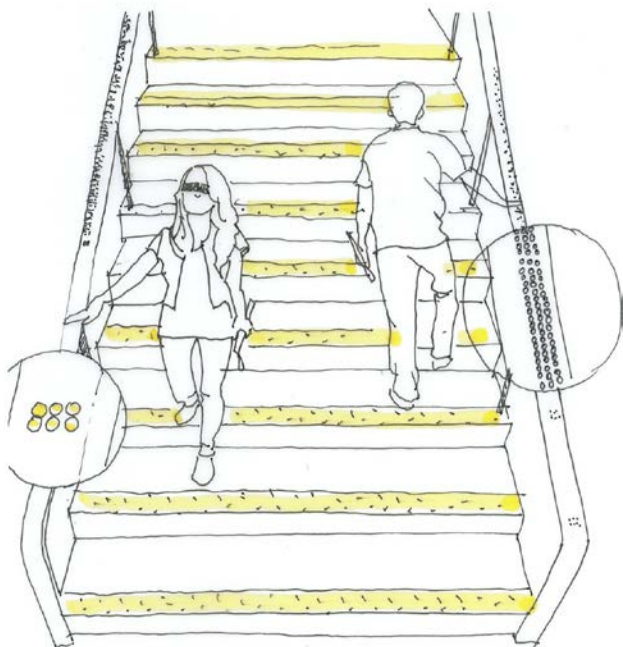


Fig 021 – STAIRCASE HANDRAIL WITH BRAILLE INDICATIONS

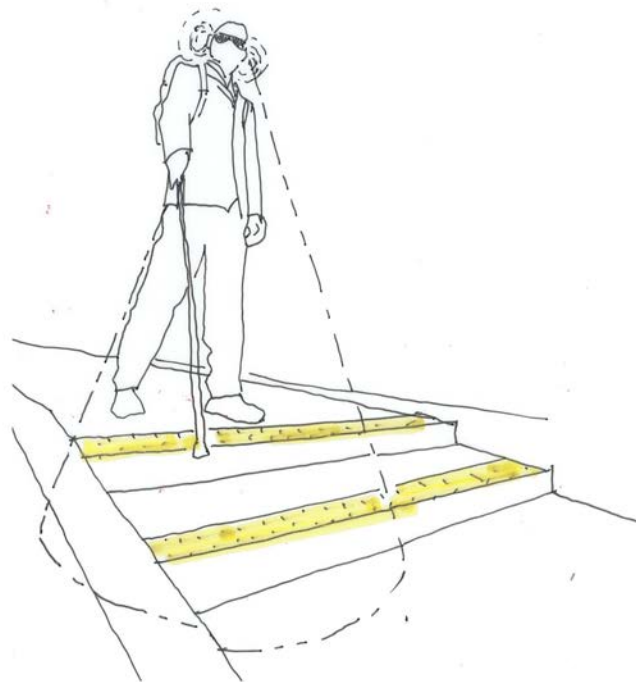


Fig 022 – EASY ACCESSIBLE STAIRS. FLOOR FINISH INDICATORS

SECTION 07	FINISHES /MATERIALS GUIDELINES
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		Minimum requirements	Best Practice
01		All finishes should comply with the corporate identity manual. Document Ref – ESKOM	
02	Tile	<ol style="list-style-type: none"> 1. To be none slip/skid 2. Larger tiles of 600 x 600 preferred 3. Jointing of floor tile to be flush with tile surface to prevent tripping hazards 4. Tiles to be installed level 	<ol style="list-style-type: none"> 1. All tile edges to be smooth or protected by transition strip or other approved safety strip
03	Paint	<ol style="list-style-type: none"> 1. Compliance with the Eskom national standards documents 	<ol style="list-style-type: none"> 1. Use of colour as a way -finding device for hearing impaired persons
04	Carpet		<ol style="list-style-type: none"> 1. Carpets should not be difficult to drive the wheelchair or prams
05	Vinyl		<ol style="list-style-type: none"> 1. Vinyl to be in sheets where allowable 2. None slip products to be installed to manufacturers specifications
06	Timber		<ol style="list-style-type: none"> 1. Employed as a device to distinguish surface for wayfinding, as alternative texture.
07	Steel		
08	Aluminium		

09	Concrete		
10	Rubber	1. Allows for a non-skid traction for wheelchairs and allows for grip and comfort	

SECTION 08 FITTINGS GUIDELINES

CATEGORY	SITE TYPE	DESCRIPTION	
		Minimum requirements	Best Practice
	ABLUTIONS		
01	Toilet	<ol style="list-style-type: none"> 1. A distance of not less than 450 mm and not more than 500 mm shall be provided between the centre line of the toilet and the nearer side wall of such compartments 2. Grab rails to be fixed to such side wall and the rear wall 3. The distance from the edge of the toilet to the rear wall of such compartment shall not be less than 690mm 4. The top surface of the seat of the toilet shall not be less than 480 mm and not more than 500 mm above the floor level 5. Grab rails suitable for use by persons with disabilities shall be provided. The tube of any grab rail shall have an outside diameter between 32 mm and 38 mm 	<ol style="list-style-type: none"> 1. In addition to the grab rails indicated, a hinged support arm may be added to the transfer side of the toilet, at 300 mm from the centre of the toilet. 2. Grab rails may be automated 3. Material of grab rail should have none slip/skid surface 4. Flushing mechanism to have push plate with concealed cistern or flushvalve with long lever 5. See Fig 012,013,014

CATEGORY	SITE TYPE	DESCRIPTION	
		Minimum requirements	Best Practice
02	Urinals	<ol style="list-style-type: none"> Where urinals are provided, include one unit accessible for persons in wheel chairs and the ambulatory disabled A lower urinal is also accessible for young boys or person of short stature A grab rail to be provided on the wall at a height of 900 mm 	<ol style="list-style-type: none"> It is suitable for wall space to be kept free of pipework to 200 above the floor unless urinal projects more than the minimum 360 from the wall See Fig 023
03	Basin or sink	<ol style="list-style-type: none"> The washbasin shall be mounted without legs or pedestal The height from the floor to the top edge of such basin shall not be more than 820 mm 	
04	Vanity	<ol style="list-style-type: none"> Either a vanity slab or shelf shall be fitted level with the top of the washbasin, with a clear height beneath it of minimum 750mm 	
05	Taps	<ol style="list-style-type: none"> To be medical taps with levers The cold water should be the closest to the toilet in all toilet facilities where a basin is installed. Tap to be installed to eliminate splashing 	<ol style="list-style-type: none"> Operated by a sensor, obviating the need to turn or twist a handle. This is also a more hygienic solution. Hot and cold-water mixer taps preferred It is recommended that the temperature of the hot water in accessible facilities be reduces to 45 degrees Celsius.

CATEGORY	SITE TYPE	DESCRIPTION	
		Minimum requirements	Best Practice
			<ol style="list-style-type: none"> The suggested lower temperature can be achieved through the use of a mixing valve
06	Shower	<ol style="list-style-type: none"> In ablutions with showers, a shower seat should be provided at recommended height No barrier should be installed between shower floor and the rest of the bathroom space Shower floor to be tiled or finished with none-slip/skid surface in both wet and dry areas Grab rails to be installed in compliance with NBR 	<ol style="list-style-type: none"> Shower seat should not obstruct taps Shower seat to be located conveniently below shower head Raking of shower floor should be shallow enough to provide drainage, but should prevent wheelchair from rolling or slipping Shower to be of size which permits roll in access
07	Soap dispenser, Toilet roll holder and paper towel dispenser, waste bins	<ol style="list-style-type: none"> Soap dispensers installed with levers or sensors 	<ol style="list-style-type: none"> Fitting with Sensors are preferred
08	Plugs and switches	<ol style="list-style-type: none"> Ease of operation and visible Plugs and switches should be at an accessible height When power outlets are located above a work top, the power outlet should be 150 mm higher than the work surface Motion sensors may be used to augment switches 	<ol style="list-style-type: none"> All plugs and switches should be at 900 mm high For ease of use it should be placed in line with door handles and located in similar locations throughout the building A single switch per cover plate prevents inadvertently turning on the adjacent control

CATEGORY	SITE TYPE	DESCRIPTION	
		Minimum requirements	Best Practice
		<ol style="list-style-type: none"> Where floor switches are required it is recommended that access flooring is installed. Alternatively, power poles may be installed. In meeting rooms / board rooms, install desk mounted plugs and data points to avoid wires on the floor on movement routes. 	<ol style="list-style-type: none"> Rocker switches are preferable, operating in the vertical position and with a minimum width of 15mm. Pad push type switches can also be used
09	Doors	<ol style="list-style-type: none"> The door of the compartment that contains the toilet facilities shall open outwards unless a 1.2 m diameter area that is clear of all fittings, fixtures and the line of the door swing is provided Doors into accessible toilets shall have a clear opening of min 900 minimum It shall be fitted with a grab rail on the inside and an easy to use locking device. The door leaf shall be openable from the outside by the use of a suitable device in case of emergency and such leaf shall be fitted with a suitable means of indicating whether the compartment is occupied 	<ol style="list-style-type: none"> A double swing door is preferable Automated doors with safety sensors are recommended Emergency shut off or access to be provided The door handle to be installed at maximum 900mm above finished floor level
10	Reception counter	<ul style="list-style-type: none"> Service counters should be at a comfortable height 	<ul style="list-style-type: none"> Wheelchair friendly height : 850 mm high by 600 mm wide

CATEGORY	SITE TYPE	DESCRIPTION	
		Minimum requirements	Best Practice
11	Desks, Work surfaces	<ol style="list-style-type: none"> 1. Positioning desks and workstations to allow for wheelchair widths 2. That all workstations are at minimum height of 750 mm from the floor finish level 3. See Fig 024 	<ol style="list-style-type: none"> 1. To avoid very long rectangular desks or other configurations which creates an exclusive environment.
12	White boards and pin boards	<ol style="list-style-type: none"> 1. the boards fitted should be at an accessible height 	<ol style="list-style-type: none"> 1. The bottom of the board to the floor finished level should be a maximum of 850 mm
13	Cupboards, filing	<ol style="list-style-type: none"> 1. All cupboards handles and locks should be at an accessible height 	<ol style="list-style-type: none"> 1. Handles and locks should be at a height of 900 mm 2. Handles and locks should be easy to use and present no barrier for accessibility
14	Chair and seats	<ol style="list-style-type: none"> 1. To be of minimum height 500mm above finished floor level 2. To be of minimum width of 800mm 	<ol style="list-style-type: none"> 1. To have grab rails in strategic places 2. in waiting rooms etc, space to be provided and planned for wheelchair to sit comfortably
15	Access Control	<ol style="list-style-type: none"> 1. Access control systems are installed at 900mm above floor finish 	<ol style="list-style-type: none"> 1. Hands free cards require only for the user to get to the access point. The card is 'read' while on the bearer's person (usually within 1 to 2m of the scanner) and is the best solution for persons with disabilities. 2. Braille signage is recommended at all access control points

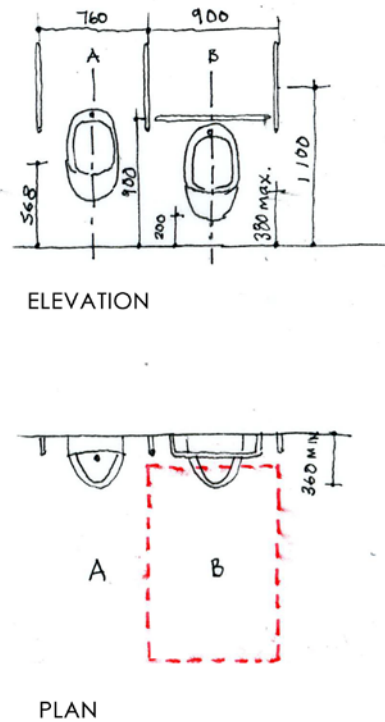


Fig 023 : A – Suitable for ambulant disabled people
B – Suitable for wheelchair users
(ref: second edition 2015. Architective. South Africa. Page 087)

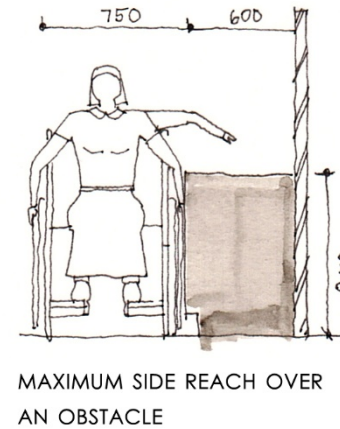


Fig 024 – Maximum side reach over an obstacle
(ref: second edition 2015. Architective. South Africa. Page 101)

SECTION 09**FIRE SAFETY GUIDELINES**

This section is to be read and understood in conjunction with the Rational Fire design, compiled by a competent person being a professional Registered or Certified fire consultant. In addition, it would highlight it is to be closely integrated with the Eskom Occupational Health and Safety Plan for each site or building. It is the onus of the Safety Officer to integrate these minimum requirements into their planning.

In an emergency there may be 4 categories of persons who will require assistance in exiting the building safely:

- Permanently disabled persons
- Pregnant women – between 6 and 9 months
- Temporarily disabled persons – who may be ill or injured
- Children

Permanently disabled persons are:


- Persons who are hearing impaired or deaf
- People with visual impairment or blind
- Persons with physical impairments – in wheelchairs or on crutches

CATEGORY	ELEMENT	DESCRIPTION
		Minimum / Best Practice requirements
01	Route	<ol style="list-style-type: none"> 1. All escape and emergency routes must comply with the requirements of SANS 10400-T: 2011 2. A rational fire design should be undertaken by a competent person. 3. Fire escape stairways may be used as a holding or waiting area for persons with disabilities to be assisted by a designated safety officer or trained security personnel. 4. Where there are multiple floors, each floor to have a rational fire design. 5. A fire escape layout should be visible and legible at all times with clear escape paths 6. Fire safety protocols to be established, maintained and practiced e.g. Regular fire drills should be conducted
02	Alarms	<ol style="list-style-type: none"> 1. For the hearing impaired, there are specially crafted alarms. This circumstance has permitted the use of a “stroboscopic alarm.” It differs from a normal one because it does not rely on piercing sounds to wake you up, but on intense ever-changing bursts of colour. 2. Public address systems should be audible in all areas, including conference spaces and ablutions.
03	Lighting	<ol style="list-style-type: none"> 1. Emergency lighting and signal lighting should be installed for hearing impaired persons to locate and access emergency exits.
04	Fire equipment	<ol style="list-style-type: none"> 1. All fire safety equipment should be regularly serviced. 2. Evacuation chairs can be provided at all fire escape staircases to assist in the safe evacuation of the disabled. 3. Staff – training in the operation of these chairs are important.

SECTION 10 PARAMETERS

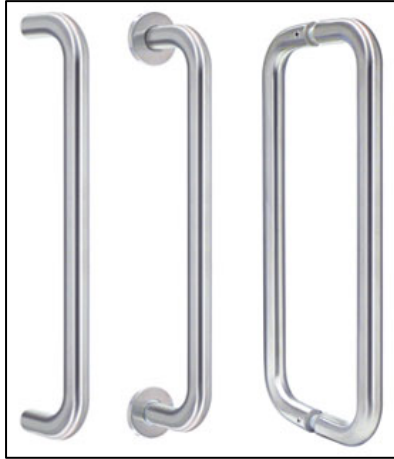
SANITARY FITTINGS

TABLE E - Sample sanitary schedule

 LEMONpebble <small>water care & water designs</small>	SANITARY SCHEDULE			
	PROJECT	SIMMERPAN SWITCH HOUSE	DRAWING NUMBER	LPD-WD-400
	CLIENT	ESKOM	ISSUED FOR	CONSTRUCTION
	ADDRESS		REVISION NUMBER	1
	TOWNSHIP	GERMISTON	DATE	Wednesday, December 06, 2017
	PROJECT NUMBER	1706	CHECKED BY	AP
	PURCHASE NUMBER	4502602132	DRAWN BY	NT

MEZZANINE FLOOR		
DISABLED		SPECIFICATION
	PARAGLEGIC WC	Vaal Sanitaryware vitreous china "Protea Paralegic" 90° outlet pan (code 750200) and matching 9 litre cistern (code 7116LP) complete with lid, fittings, and purpose-made C.P. side-flush lever (left or right). Bottom inlet water supply must be on same side as flush lever. The suite is designed to flush effectively on 6 litres or similar approval, local product to client/architect approval.
1	PARAGLEGIC GRAB RAILS	Stainless Steel- Chairman Grabrail-DL2. PlumbLink-Chairman-Stainless Steel Grab Rail with 2 flanges, or similar approved set.
	WC	Vaal Sanitaryware vitreous china "Parktown" 90° outlet top inlet (Code 431500) closed rim back-to-wall pan. To be used with an exposed Flushmaster Flushvalve:KF4-213 or similar approved.
	URINAL	Vaal Sanitaryware vitreous china wall hung "Lavatera" urinal with top inlet (code 705426). Overall size 600 x 385 x 380mm. Top inlet fittings (code 7054Z1) include a 38 mm c.p. Domical girdling a spreader (with a 20mm diameter thread), and two hanger brackets. To be used with an exposed (top-inlet) Flushmaster Flushvalve:FJ0000 or similar approved.
1	WHB	Vaal sanitaryware vitreous china 510 x 405mm rounded "Hibiscus" basin with two semi-punched tapholes, integrated overflow, and chainstay hole through the centre semi-punched taphole, supported o a classic floor mounted pedestal (code 715000), or similar approval, local product to client/ architect approval.
	SINK	FRANKE- Double bowl NEX 621 Stainless Steel Sinks, 1160mm x 510 mm, Product code:101.0040.718 fitted with countertop to architects detail Local code:1010004, or similar approval, local product to client/architect approval.
2	TAPS:WHB	Cobra Pillar Tap NM-502-21B ¼ turn elbow action pillar tap mixer with a dry spout design that eliminates stagnated water that can foster the growth of bacteria. ½ BSP male inlet SANS 226 TYPE 2, or similar approved.
	TAPS:SINK	Cobra Basin Mixer NM-851 Single lever elbow action basin mixer with progressive cartridge. ½ BSP female inlets SANS 1480, or similar approved.
	HYDROBOIL	ZIP HydroBoil Pro 3 litre or 7.5 litre Stainless Steel instant boiling water unit. Manufactured from Stainless Steel with a two-way tap, complete with twin-chamber technology, a steam-heat boost system and Power-Pulse technology. Unit to be installed in accordance with manufacturer's installation instruction manual and equipped with Zip GlobalPlus™ Water Filtration Kit. Recommended for hard-water conditions, or similar approval, local product to client/ architect approval.
	MIRRORS	400mm x 600mm mirror with bevelled edges, or similar approval, local product to client/architect approval.
1	TOILET ROLL HOLDERS	Toilet roll holder for 4 rolls for wall mounting, stainless steel, surface satin finished, material thickness 0.8mm with spindle system, cylinder lock with FRANKE standard key incl stainless steel screws and dowels. Or similar approved.
1	PAPER TOWEL DISPENSER	FRANKE- Paper towel dispenser for wall mounting, stainless steel, surface satin finished, material thickness 0.8mm, folded front cover, cylinder lock with franke standard key, inspection windows on sides, loading capacity 500 - 800 pcs. of paper depending on convolution, or similar approval, local production to client/architect approval.
1	WASTE BINS	FRANKE- Waste bin for wall mounting, stainless steel, surface satin finished, material thickness 0.8mm, rounded edges, mounting either with mounting bracket or directly onto the wall, or similar approval, local product to client/architect approval.
	SANITARY BIN	FRANKE-RODX611 Sanitary towel and disposal bin for wall mounting, stainless steel, surface satin finished, material thickness 0.8mm folded front cover, approx 3.7 liter capacity, removable plastic container inside or similar approval, local production to client/ architect approval.
1	SOAP DISPENSER	FRANKE- RODOX616 Foam soap dispenser for wall mounting, stainless steel, surface satin finished, material thickness 0.8mm, cylinder lock with franke standard key, inspection windows on sides, similar approval, local product to client/ architect approval.
1	TOILET BRUSH	FRANKE- RODOX687 Toilet brush holder for wall mounting, stainless steel, surface satin finished, material thickness 0.8mm, folded front, closed cover to the front. Jasered opening to brush, white nylon brush with flushing rim cleaner, withdrawal opening either left or right, depending on mounting, removable plastic drip tray, or similar approval, local product to client/ architect approval.

DOOR HANDLES



- Pull handles
- Supplier - Ironmongery warehouse

LOCKS



- For toilets
- Aluminium door set with turn and emergency release, indicator bolt
- Supplier – *Ironmongery Warehouse*



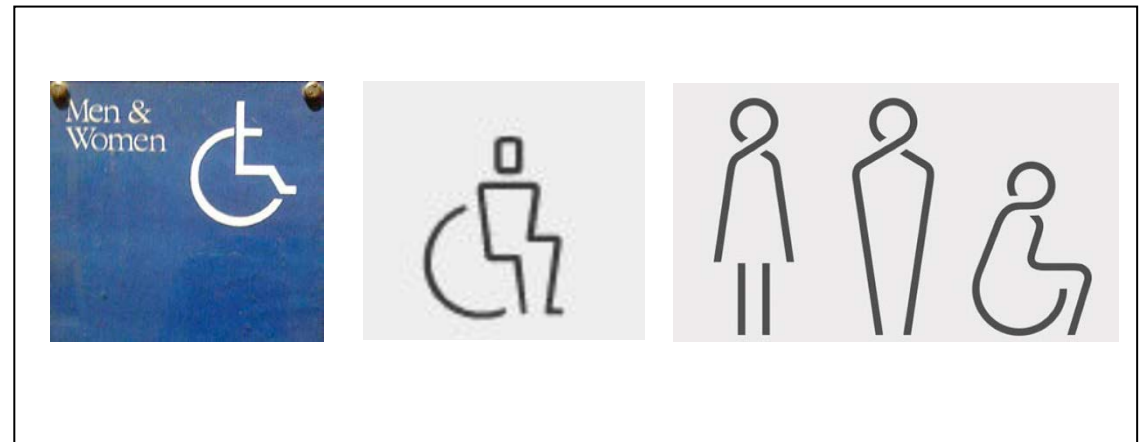
SIGNAGE

Internationally recognizable signage and symbols should be used at all times.
Signage interpretation should be obvious, rational and reasonable.

STANDARD ACCEPTABLE SIGNS



UNACCEPTABLE SIGNAGE



SECTION 11	SUPPLIERS LIST
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<p>Grab rails and other convenience fittings</p> <p>Company: Medcop cc</p> <p>Address: Cape Town:1 Park Road, Block C, Units 8& 9, Viking Business Park, Epping Industrial 2,Cape Town, 7460</p> <p>Contact Details: 011 827 5893/4/5</p> <p>https://medop.co.za</p> <p>Company: Disability info South Africa</p> <p>Address: Plumstead Cape Town, 7800</p> <p>Contact Details: Alan – 021 761 4831</p> <p>http://disabilityinfosa.co.za</p> <p>Company: Disabled Travel</p> <p>Address: 82 Mitchell street, Eastcliff, Hermanus South Africa</p> <p>Contact Details: 083 923 3201</p> <p style="padding-left: 100px;">086 6090 932</p> <p>Email: info@ disabledtravel.co.za</p> <p>http://www.disabledtravel.co.za</p>	<p>Signage</p> <p>Company: inclusive solutions</p> <p>Address: 2000 Greenleaf Street, Suite 3</p> <p style="padding-left: 100px;">Evanston, IL 60202</p> <p>Contact Details: t 847 869 2500</p> <p style="padding-left: 100px;">f 847 869 2515</p> <p>https://www.inclusionsolutions.com</p> <p>Company: Disability info South Africa</p> <p>Address: Plumstead Cape Town, 7800</p> <p>Contact Details: Alan – 021 761 4831</p> <p>http://disabilityinfosa.co.za</p> <p>Company: Signarama</p> <p>Contact Details: 012 285 0412</p> <p>https://signarama.co.za</p>
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<p>Company: The Independent Lifestyle Company Address: 1c Avenue Montagne Corner of High Cape Avenue and Avenue Montagne, High Cape, Devils Peak, Cape Town Contact Details: 086 107 2387 Email: help@theilc.co.za https://www.theilc.co.za</p> <p>Company: CE Mobility Contact Details: Roodepoort: 010 593 2903 Pretoria: 012 000 2455 Sandton: 010 300 9424 Port Elizabeth: 041 373 3780 Bloemfontein: 051 000 0021 George: 044 873 6129 Cape Town: 021 511 6537 Durban: 031 202 3242 http://www.cemobility.co.za</p>	<p>Ramps</p> <p>Company: Mobility Solutions Address: 18 Briarpark, 10 Queen Nandi Drive, Briardene, Durban North 4051 Contact Details: 031 564 2303 Email: info@mobilitysolutions.co.za http://www.mobilitysolutions.co.za</p> <p>Company: Rubber United Contact Details: 021 012 5212 Email: info@rubberunited.co.za https://rubberunited.co.za</p> <p>Evac chair</p> <p>Company: Evac + Chair Address: Unit 1, Radon Park, 379 Bergvlei Road, Wadeville, Germiston, Contact Details: 011 865 4249 083 653 5659 Email: sales@evac-chair.co.za https://www.evac-chair.co.za</p>
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Stair lifts and elevators

Company: ACORN Stairlifts

Address: Acorn Stairlifts PTY Ltd

Unit 15 Prema Park

No. 12 Engine Road

Montague Gardens

Cape Town 7441

South Africa

Contact Details: 0800 000 661

<https://www.acornstairlifts.co.za>

Company: Lifta

Address: 13A St Michaels Park

Corner St Michaels Street and Howe Street

Observatory

Cape Town 7925

Contact Details: Cape Town 021 426 5048

Johannesburg 011 234 8111

Durban 031 561 6050

<https://www.lifta.co.za/stairlifts/>

<p>Company: Shorts Mobility Address: 435 Nut Avenue Clayville, Johannesburg Contact Details: 087 898 3859 011 848 2323 Email: admin@shortsmorbility.co.za http://www.shortsmobility.co.za/products.htm</p> <p>Company: Hands On Lifts Address: N12 Industrial Park, Unit 17, Boksburg Email: lynn@handsonlift http://handsonlifts.co.za</p> <p>Ironmongery for disabled person</p> <p>Company: Ironmongery Warehouse</p> <p>Address: Johannesburg - Ironmongery Warehouse Tel: +27 11 444 8677 3 Commerce Place, Kramerville, Sandton</p> <p>Pretoria - Ironmongery Warehouse Tel: +27 12 681 9160 Simarlo Rainbow Park, 118 Jakaranda street, Hennopspark, Centurion</p> <p>Cape Town - Ironmongery Warehouse Tel: : +27 21 001 2458/9</p>	
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Unit 12, The Reserve 2, Corner Kruis Street, & Capricorn Way, Brackenfell

Cape Town - Euro Brass
Tel: : +27 21 712 3800
155 Main Road. Diep River

Email: enquiries@ironware.co.za

<https://www.ironmongerywarehouse.co.za>

Sight and hearing-impaired product suppliers

Company: Sight Seekers

Address: 40 Recreation Road, Mount Pleasant, PortElizabeth

Contact Details: 041 368 458

Email: info@sightseekers.co.za

<https://www.sightseekers.co.za>

Company: Sensory Solutions

Address: 4 Oxford Street, Durbanville, Cape Town, 7550

Contact Details: 021 973 3558

Email: info@sensorysolutions.co.za

<https://sensorysolutions.co.za>

Company: Edit Microsystems

Address: Unit 601, The Point Shopping Centre (Galleria)

76 Regent Road

Sea Point

Cape Town

8005

Contact Details: 086 111 3973

Email: info@editmicro.co.za

<http://editmicro.co.za>

Company: Disability info South Africa

Address: Plumstead Cape Town, 7800

Contact Details: Alan – 021 761 4831

<http://disabilityinfosa.co.za>

Company: Microlink South Africa

Contact Details: 084 9900 140

Email: info@microlinkpc.co.za

<https://www.assistive-technology.org>

APPENDIX A

CHECKLISTS FOR EXISTING BUILDINGS

CHECKLIST 01

SIGNAGE

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
				Refer to SECTION 06, GUIDELINE 10 – 39 - 41
				RETROFIT
		YES	NO	
1	Clearly visible Fire and emergency escape signage			
2	Fire equipment is signposted			
3	Convenience spaces clearly indicated – toilets, natal room, prayer room, sick room			
4	Size of signage is minimum of 150mm x 150mm			
5	Visibility of signage or other wayfinding is acceptable			
6	Accessibility Signage provided at specific c amenities			
7	Signage at height which is clearly visible			
8	All way finding has braille alternative			
9	Signage is well lit and clearly visible from minimum distance of 5000mm (5 meters)			
10	Emergency evacuation plans clearly visible and located on escape routes, with location of said plan indicated			

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
				Refer to SECTION 06, GUIDELINE 10 – 39 - 41
				RETROFIT
		YES	NO	
11	All signage e.g. name plates or departmental names to have braille alternative			
12	Audio option available			
13				
14				

CHECKLIST 02
ENTRY AND EXIT – horizontal and vertical travel

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
				Refer to SECTION 05, GUIDELINE 10 – pg 23 - 34
				RETROFIT
		YES	NO	
1	Parking for disabled provided			
2	Entry and exit doors compliant			
3	Surface finish materials do not pose hazard			
4	Entry and exit clearly marked			
5	Ramps provided – 1:12 minimum incline			
6	Handrails on ramps provided – at minimum height 1000mm from finished floor level			
7	Change of level of 170mm – small ramp installed			
8	Change of level of 3000mm – long ramp or chair lift			
9	Multi-storey – dedicated lift of disabled			

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
				Refer to SECTION 05, GUIDELINE 10 – pg 23 - 34
				RETROFIT
		YES	NO	
10	Multi-storey – 4 storeys and above – fully functioning passenger lifts with emergency functions			
11	Reception desk clearly visible and accessible			
12	Reception counter at accessible height			
13				
14				

CHECKLIST 03

LEVEL CHANGES AND FLOOR SURFACES

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
				Refer to SECTION 07, GUIDELINE 10 – pg 42 - 43
				RETROFIT
		YES	NO	
1	Floor finishes in good condition			
2	Levels between finishes are even			
3	Level changes of more than 170mm (2 bricks high) accessible by short ramp			
4	Level changes with stairs only – accessible by chair lift			
5	All levels accessible for persons with disabilities with dedicated or general lift system			
6	Floor finishes are none slip			
7	Carpet finishes do not hamper wheelchair movement			
8				
9				
10				

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
				Refer to SECTION 07, GUIDELINE 10 – pg 42 - 43
				RETROFIT
11				
12				
13				
14				

CHECKLIST 04

DOORWAYS, DOORS, DOOR HANDLES

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
				Refer to SECTION 06, GUIDELINE 10 – pg 36
				RETROFIT
		YES	NO	
1	Door opening larger than 900mm			
2	Doors open outwards			
3	Access control accessible			
4	Door closer – slow or fast closing			
5	Door handle usable			
6	Push plates installed			
7	Kick plates to doors installed			
8	Doors and entryways to toilets are of acceptable widths – minimum 900mm			
9	Doors have appropriate signage at appropriate height			
10	Timber doors to have kickplates			
13	All doors to have appropriate fire rating			

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
				Refer to SECTION 06, GUIDELINE 10 – pg 36
				RETROFIT
		YES	NO	
14	Door handles and locks in toilets have push plate and indicator bolt which is easily used			
	Door stops and door hooks are in a reachable position and do not compromise the opening or closing of the door			
	Automated doors open in the appropriate direction			
	Automated doors have clear emergency operation manual function			

CHECKLIST 05

ABLUTIONS FACILITIES

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
				Refer to SECTION 08, GUIDELINE 10 – pg 44-47
				RETROFIT
		YES	NO	
1	Toilet facilities provided			
2	Toilet provided at the correct size			
3	Facilities for male, female and unisex			
4	Convenience – toilets, natal room,			
5	Facility easily found in the building			
6	Location of facility grouped with other ablutions in acceptable position			
7	Facilities are easily accessible			
8	Toilet pan at correct height, with appropriate flushing mechanism			
9	Grab rails installed			
10	Hand wash basin installed at appropriate height			

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
				Refer to SECTION 08, GUIDELINE 10 – pg 44-47
				RETROFIT
		YES	NO	
11	Taps installed are medical taps or taps with lever			
	Showers installed with shower seat			
	No level change between shower floor and the rest of the bathroom space, but floor to shower to be raked for drainage			
14				

CHECKLIST 06 WORK SURFACES | WORK STATIONS

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
				Refer to SECTION 08, GUIDELINE 10 – pg 48
				RETROFIT
		YES	NO	
1	Desks and workstations are at minimum / maximum 750mm above finished floor level			
2	Space under desk is unobstructed			
3	Location of plugs and cords do not obstruct access and movement around workstations			
4	Configuration of desks in open plan offices does not obstruct movement.			
5	Movement space between work stations is a minimum of 1200mm.			
6	Lighting is adequate at work station and does not cause discomfort for persons with vision impairments			

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
				Refer to SECTION 08, GUIDELINE 10 – pg 48
				RETROFIT
		YES	NO	
8				
9				
10				
11				
12				
13				
14				

CHECKLIST 07 CONTROLS, SWITCHES, POWER POINTS, LIGHTS

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
				Refer to SECTION 06, GUIDELINE 10 – pg 38
				RETROFIT
		YES	NO	
1	Plug points installed at accessible height of minimum 800mm above finished floor level			
2	Light switches installed at maximum height of 900mm above finished floor level			
3	Motion detectors installed			
4	Desk mounted plug and data points installed			
5	Floor mounted plugs and data points installed flush with the floor and do not present tripping hazard			
6	Floor mounted plugs and data points installed in access flooring.			
7				
8				

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
				Refer to SECTION 06, GUIDELINE 10 – pg 38
				RETROFIT
		YES	NO	
9				
10				
11				

CHECKLIST 08 EMERGENCY SIGNALS

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
				Refer to SECTION 09, GUIDELINE 10 – pg 50 - 51
				RETROFIT
		YES	NO	
1	Public Address (PA) system			
2	Strobing directional Floor lights			
3	Smoke or heat detection alarms			
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				

CHECKLIST 09 SECURITY

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
				Refer to SECTION 08, GUIDELINE 10 – pg 48
				RETROFIT
		YES	NO	
1	Security desk or station			
2	Guardhouse with toilet, kitchenette			
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				

CHECKLIST 10 SPECIALIST EQUIPMENT

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
				Refer to SECTION 05, GUIDELINE 10 – pg.24-36
				RETROFIT
		YES	NO	
1	Specially adapted vehicles			
2				
3				
4				
5				
6				
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11				
12				
13				
14				

APPENDIX B

CHECKLISTS FOR NEW BUILDINGS

CHECKLIST 01

SIGNAGE

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
		YES	NO	Refer to SECTION 06, GUIDELINE 10 – 39 - 41
				NEW BUILDING
1	Clearly visible Fire and emergency escape signage			
2	Fire equipment is signposted			
3	Convenience spaces clearly indicated – toilets, natal room, prayer room, sick room			
4	Size of signage is minimum of 150mm x 150mm			
5	Visibility of signage or other wayfinding is acceptable			
6	Accessibility Signage provided at specific c amenities			
7	Signage at height which is clearly visible			
8	All way finding has braille alternative			
9	Signage is well lit and clearly visible from minimum distance of 5000mm (5 meters)			
10	Emergency evacuation plans clearly visible and located on escape routes, with location of said plan indicated			

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
				Refer to SECTION 06, GUIDELINE 10 – 39 - 41
				NEW BUILDING
		YES	NO	
11	All signage e.g. name plates or departmental names to have braille alternative			
12	Audio option available			
13				
14				

CHECKLIST 02
ENTRY AND EXIT – horizontal and vertical travel

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
				Refer to SECTION 05, GUIDELINE 10 – pg 23 - 34
				NEW BUILDING
		YES	NO	
1	Parking for disabled provided			
2	Entry and exit doors compliant			
3	Surface finish materials do not pose hazard			
4	Entry and exit clearly marked			
5	Ramps provided – 1:12 minimum incline			
6	Handrails on ramps provided – at minimum height 1000mm from finished floor level			
7	Change of level of 170mm – small ramp installed			
8	Change of level of 3000mm – long ramp or chair lift			
9	Multi-storey – dedicated lift of disabled			

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
				Refer to SECTION 05, GUIDELINE 10 – pg 23 - 34
				NEW BUILDING
		YES	NO	
10	Multi-storey – 4 storeys and above – fully functioning passenger lifts with emergency functions			
11	Reception desk clearly visible and accessible			
12	Reception counter at accessible height			
13				
14				

CHECKLIST 03

LEVEL CHANGES AND FLOOR SURFACES

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
				Refer to SECTION 07, GUIDELINE 10 – pg 42 - 43
				NEW BUILDING
		YES	NO	
1	Floor finishes in good condition			
2	Levels between finishes are even			
3	Level changes of more than 170mm (2 bricks high) accessible by short ramp			
4	Level changes with stairs only – accessible by chair lift			
5	All levels accessible for persons with disabilities with dedicated or general lift system			
6	Floor finishes are none slip			
7	Carpet finishes do not hamper wheelchair movement			
8				
9				
10				

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
				Refer to SECTION 07, GUIDELINE 10 – pg 42 - 43
				NEW BUILDING
11				
12				
13				
14				

CHECKLIST 04

DOORWAYS, DOORS, DOOR HANDLES

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
				Refer to SECTION 06, GUIDELINE 10 – pg 36
				NEW BUILDING
		YES	NO	
1	Door opening larger than 900mm			
2	Doors open outwards			
3	Access control accessible			
4	Door closer – slow or fast closing			
5	Door handle usable			
6	Push plates installed			
7	Kick plates to doors installed			
8	Doors and entryways to toilets are of acceptable widths – minimum 900mm			
9	Doors have appropriate signage at appropriate height			
10	Timber doors to have kickplates			
13	All doors to have appropriate fire rating			

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
				Refer to SECTION 06, GUIDELINE 10 – pg 36
				NEW BUILDING
		YES	NO	
14	Door handles and locks in toilets have push plate and indicator bolt which is easily used			
	Door stops and door hooks are in a reachable position and do not compromise the opening or closing of the door			
	Automated doors open in the appropriate direction			
	Automated doors have clear emergency operation manual function			

CHECKLIST 05

ABLUTIONS FACILITIES

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
				Refer to SECTION 08, GUIDELINE 10 – pg 44-47
				NEW BUILDING
		YES	NO	
1	Toilet facilities provided			
2	Toilet provided at the correct size			
3	Facilities for male, female and unisex			
4	Convenience – toilets, natal room,			
5	Facility easily found in the building			
6	Location of facility grouped with other ablutions in acceptable position			
7	Facilities are easily accessible			
8	Toilet pan at correct height, with appropriate flushing mechanism			
9	Grab rails installed			
10	Hand wash basin installed at appropriate height			

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
				Refer to SECTION 08, GUIDELINE 10 – pg 44-47
				NEW BUILDING
		YES	NO	
11	Taps installed are medical taps or taps with lever			
	Showers installed with shower seat			
	No level change between shower floor and the rest of the bathroom space, but floor to shower to be raked for drainage			
14				

CHECKLIST 06 WORK SURFACES | WORK STATIONS

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
				Refer to SECTION 08, GUIDELINE 10 – pg 48
				NEW BUILDING
		YES	NO	
1	Desks and workstations are at minimum / maximum 750mm above finished floor level			
2	Space under desk is unobstructed			
3	Location of plugs and cords do not obstruct access and movement around workstations			
4	Configuration of desks in open plan offices does not obstruct movement.			
5	Movement space between work stations is a minimum of 1200mm.			
6	Lighting is adequate at work station and does not cause discomfort for persons with vision impairments			

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
				Refer to SECTION 08, GUIDELINE 10 – pg 48
				NEW BUILDING
		YES	NO	
8				
9				
10				
11				
12				
13				
14				

CHECKLIST 07 CONTROLS, SWITCHES, POWER POINTS, LIGHTS

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
				Refer to SECTION 06, GUIDELINE 10 – pg 38
				NEW BUILDING
		YES	NO	
1	Plug points installed at accessible height of minimum 800mm above finished floor level			
2	Light switches installed at maximum height of 900mm above finished floor level			
3	Motion detectors installed			
4	Desk mounted plug and data points installed			
5	Floor mounted plugs and data points installed flush with the floor and do not present tripping hazard			
6	Floor mounted plugs and data points installed in access flooring.			
7				
8				

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
				Refer to SECTION 06, GUIDELINE 10 – pg 38
				NEW BUILDING
		YES	NO	
9				
10				
11				

CHECKLIST 08 EMERGENCY SIGNALS

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
				Refer to SECTION 09, GUIDELINE 10 – pg 50 - 51
				NEW BUILDING
		YES	NO	
1	Public Address (PA) system			
2	Strobing directional Floor lights			
3	Smoke or heat detection alarms			
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				

CHECKLIST 09 SECURITY

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
				Refer to SECTION 08, GUIDELINE 10 – pg 48
				NEW BUILDING
		YES	NO	
1	Security desk or station			
2	Guardhouse with toilet, kitchenette			
3				
4				
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7				
8				
9				
10				
11				
12				
13				
14				

CHECKLIST 10 SPECIALIST EQUIPMENT

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
				Refer to SECTION 05, GUIDELINE 10 – pg.24-36
				NEW BUILDING
		YES	NO	
1	Specially adapted vehicles			
2				
3				
4				
5				
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14				

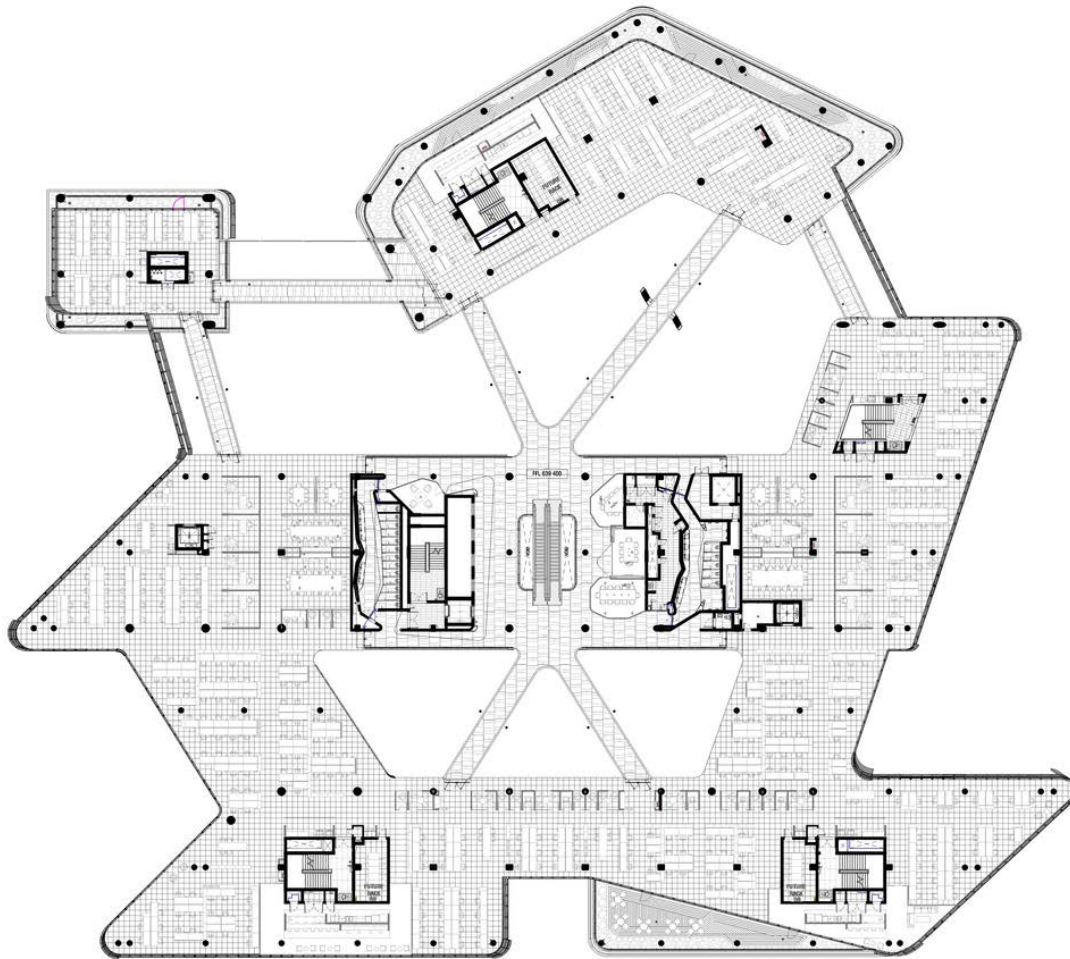
APPENDIX C

CASE STUDY + BASELINE STUDY

CASE STUDY 01 Local Precedent

SITE	SASOL PLACE <i>(Site visit conducted October 2018)</i> Architects - PARAGON
ADDRESS	SANDTON, CATHERINE STREET
BUILDING PROGRAMME	HEADQUARTERS - OFFICES
APPROACH	NEW BUILDING
DATE	DD/MM/2018
FLOOR	GROUND FLOOR OR FIRST FLOOR , ETC





All images of SASOL Place, Sandton, JHB, courtesy of:
www.archdaily.com/873726/sasol-place-paragon-architects
Photographer: Tristan McClaren
Architects: Paragon

ESKOM – UNIVERSAL ACCESS SPECIFICATION- DRAFT – rev 01



Strengths	Weaknesses
<ul style="list-style-type: none"> • Good occupational health and safety standards • Excellent security • Good visitor management – innovation with app • There is a public address system which is meant to be audible even in sound proofed areas e.g. the conference rooms • Many energy efficient systems introduced. E.g. motion sensors on escalators • Specifically identified emergency lifts • Lifts and lift shafts are 2-hour fire rated 	<ul style="list-style-type: none"> • Complex floor plan – not simple to navigate • Poor / inconsistent signage • No way clear finding • Disabled personnel need a lot of guidance around the building due to its complex floor layout • There are some floor finishes which have not been installed at the same level – tripping hazards • No clear public / street level interface • There are no staircases for general access
Opportunities	Threats
<ul style="list-style-type: none"> • There could be a system of emergency lighting to guide a person with hearing impairments • Toilet facilities should be grouped together to prevent perception of discrimination 	<ul style="list-style-type: none"> • No clear fire escape plans in good locations • A disabled person must always have assistance • The only staircases are fire escape stairs • Access control for disabled persons is restrictive • No fire escape plans are visible in all public areas e.g. conference rooms • Facilities for disabled persons are not in well located places. In one case it is opposite a kitchenette and entry was blocked by a serving trolley • Fire escape pathways also double up as general access e.g. in the art gallery. This is confusing

BASELINE STUDY

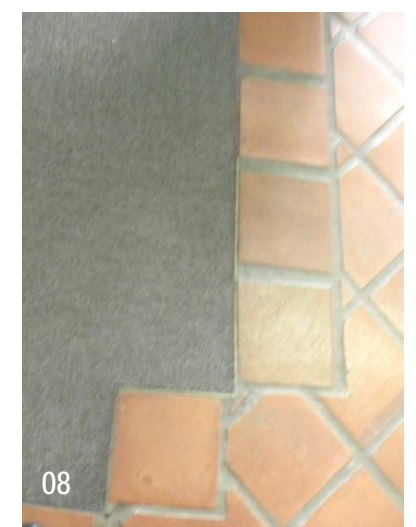
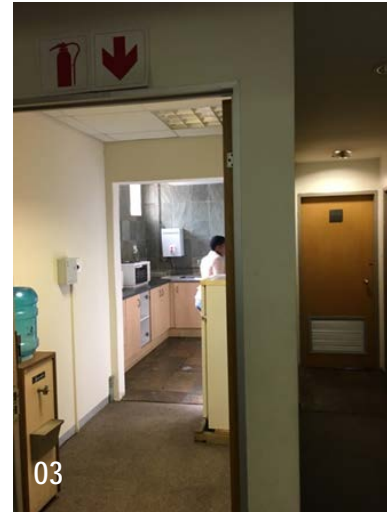
SITE	SIMMERPAN – SWITCHGEAR BUILDING
ADDRESS	GERMISTON
BUILDING PROGRAMME	OFFICES FOR VARIOUS ADMINISTRATIVE DEPARTMENTS
APPROACH	RETROFIT
DATE	DD/MM/YYYY
FLOOR	GROUND FLOOR OR FIRST FLOOR , ETC

FUNCTION/PROGRAMME	OBSERVATION	CORRECTIVE ACTION
Refer to photo No. 03 Kitchen/pause area	<ol style="list-style-type: none"> 1. Circuitous planning 2. Counters and fittings at inaccessible heights 3. Poor lighting 4. Multiple floor finishes with uneven surfaces levels 5. Insufficient and unclear signage 6. Door handles at inconvenient heights 7. Light and plug switches not at consistent, convenient heights 	<ol style="list-style-type: none"> 1. Rationalise planning 2. Improve lighting to correct and appropriate lighting levels 3. Adjust heights of fittings or provide additional alternatives 4. Level floors or install floor strip to manage level changes 5. Replace signage with appropriate approved signage 6. Replace doors and door frames where feasible to fit accessibility specification 7. Relocate plugs and switches or add additional

FUNCTION/PROGRAMME	OBSERVATION	ACTION
Refer to photo No.02 Existing access for disabled persons	<ol style="list-style-type: none"> 1. Unacceptable access through a services/plant room 2. Not visible from outside. 3. Shared space with plant equipment and therefore poses health and safety risk. 4. Lift not functioning 5. Lifts only serves one floor i.e. the first floor. 6. Access to other floors are only by stairs 7. Insufficient lighting 8. Poor finishes 	<ol style="list-style-type: none"> 1. Service lift as backup access 2. Renovate access to existing lift 3. Add additional lift on the interior of the building to service all floors 4. Consider closing off plant room completely with appropriate materials and finishes 5. Renovate to have appropriate entrance 6. Install signage 7. Install appropriate lighting 8. Install floor finishes

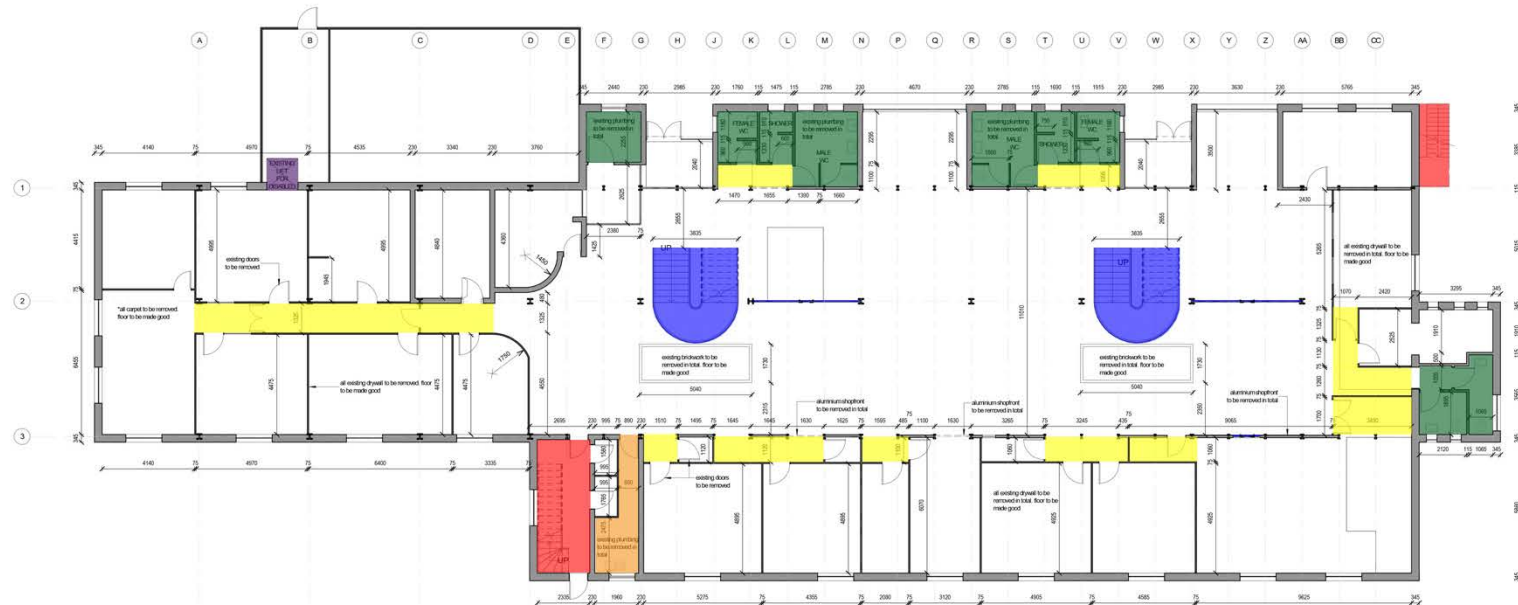
PHOTOS

- 01 MAIN ENTRANCE
- 02 ENTRANCE TO EXISTING LIFT FOR DISABLED
- 03 ENTRANCE TO KITCHEN / PAUSE AREA
- 04 FIRST FLOOR PASSAGE AND ACCESS TO STAIRCASE
- 05 LOBBY TO TOILETS
- 06 GROUND FLOOR – TYPICAL EXISTING DESKING LAYOUT
- 07 KITCHEN SPACE ON SECOND FLOOR
- 08 CHANGE ON FLOOR MATERIALS – JUNCTION



DRAWINGS

PLANS



EXISTING GROUND FLOOR PLAN
SCALE 1: 100

KEY

- FIRE ESCAPE
- KITCHEN
- ABLUTIONS
- LIFT
- STAIRCASE CIRCULATION
- PASSAGES

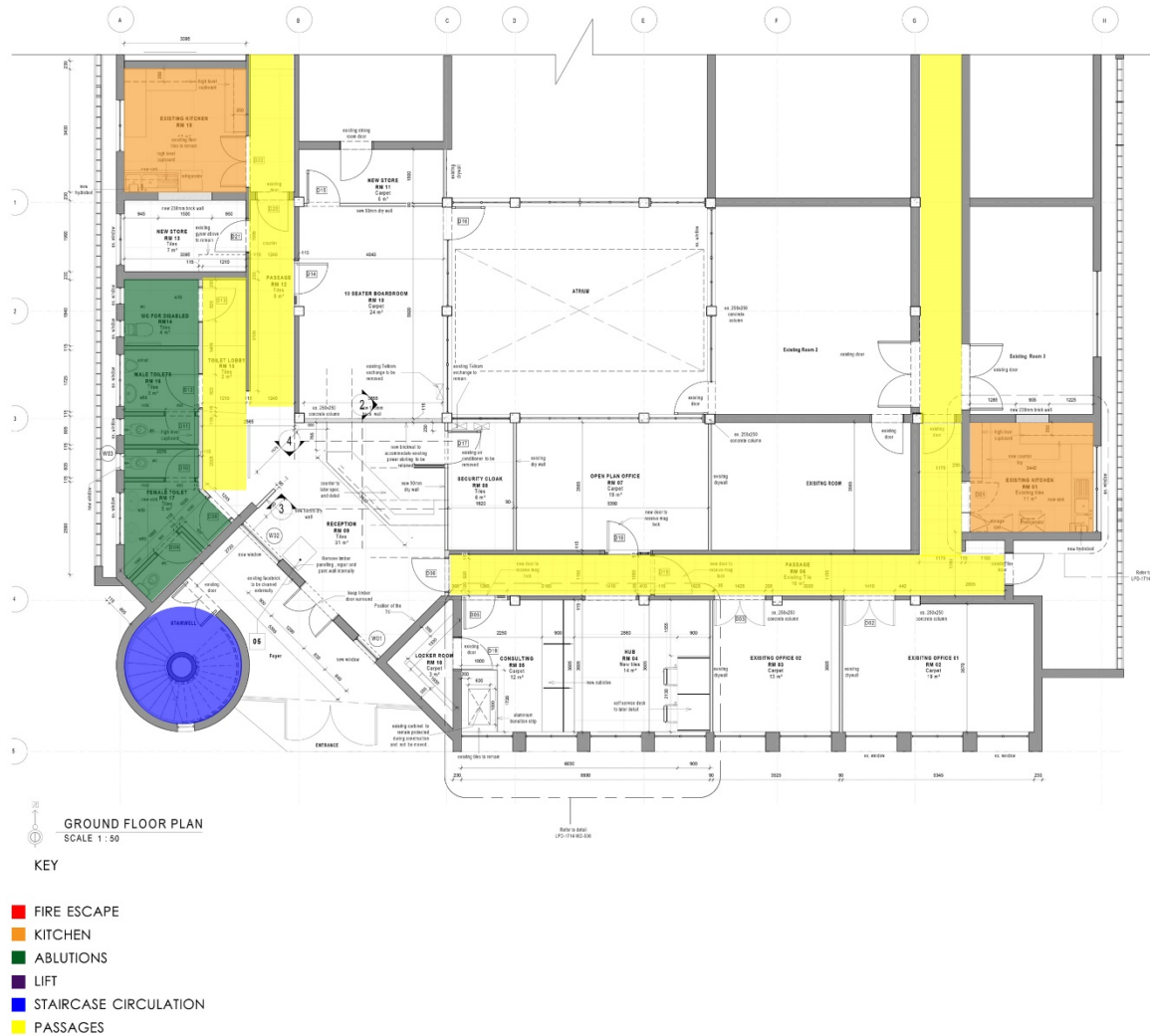


EXISTING FIRST FLOOR PLAN

SCALE 1:100

KEY

- FIRE ESCAPE
- KITCHEN
- ABLUTIONS
- LIFT
- STAIRCASE CIRCULATION
- PASSAGES



SITE	ESKOM CALTONVILLE
ADDRESS	02 FLOURSPAR STREET
BUILDING PROGRAMME	HUB - OFFICES FOR VARIOUS ADMINISTRATIVE DEPARTMENTS
APPROACH	RETROFIT
DATE	DD/MM/YYYY
FLOOR	GROUND FLOOR

CHECKLIST 01

SIGNAGE

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
		YES	NO	Refer to SECTION 06, GUIDELINE 10 – 39 - 41 RETROFIT
1	Clearly visible Fire and emergency escape signage	●		
2	Fire equipment is signposted		●	
3	Convenience spaces clearly indicated – toilets, natal room, prayer room, sick room	●		
4	Size of signage is minimum of 150mm x 150mm		●	
5	Visibility of signage or other wayfinding is acceptable		●	
6	Accessibility Signage provided at specific c amenities		●	
7	Signage at height which is clearly visible		●	
8	All way finding has braille alternative		●	
9	Signage is well lit and clearly visible from minimum distance of 5000mm (5 meters)		●	

	ELEMENT	COMPLIANT		CORRECTIVE ACTION Refer to SECTION 06, GUIDELINE 10 – 39 - 41
				RETROFIT
		YES	NO	
10	Emergency evacuation plans clearly visible and located on escape routes, with location of said plan indicated		●	
11	All signage e.g. name plates or departmental names to have braille alternative		●	
12	Audio option available		●	
13				
14				

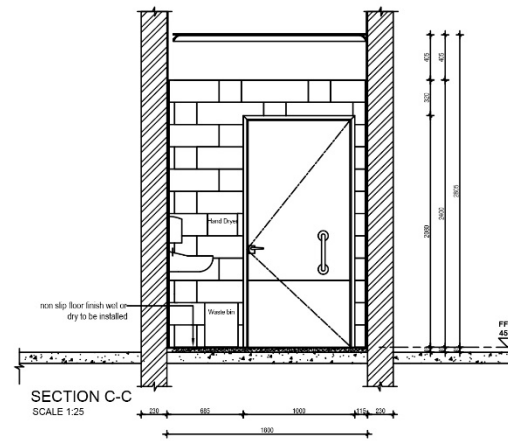
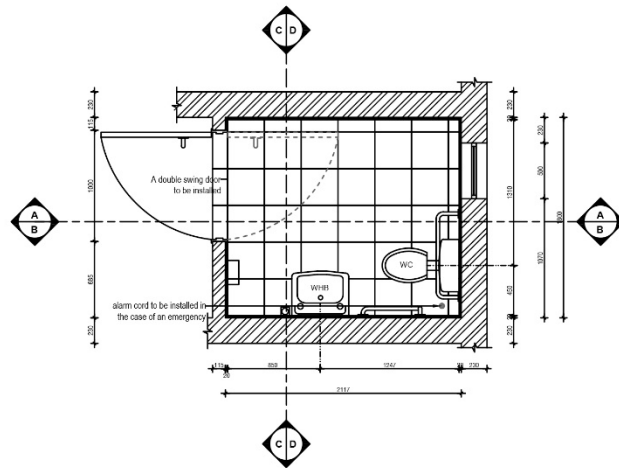
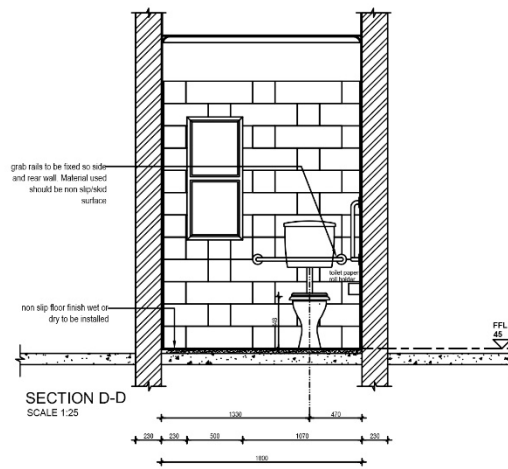
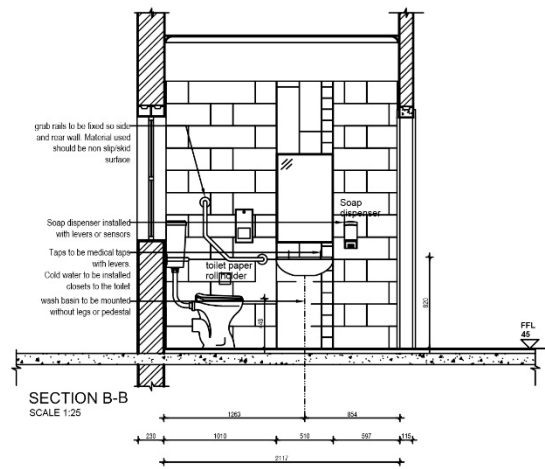
CHECKLIST 02

ENTRY AND EXIT – horizontal and vertical travel

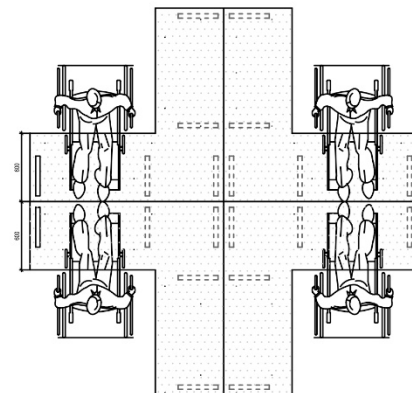
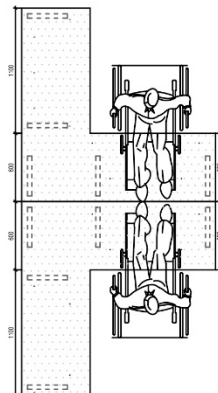
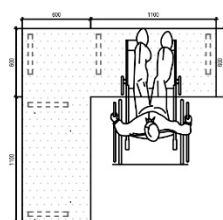
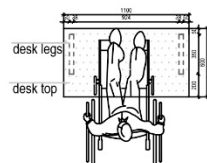
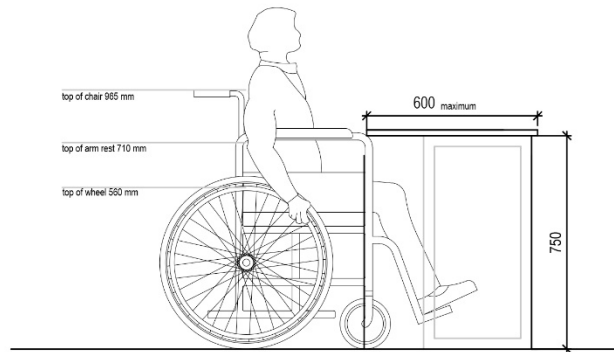
	ELEMENT	COMPLIANT		CORRECTIVE ACTION Refer to SECTION 05, GUIDELINE 10 – pg 23 - 34
				RETROFIT
		YES	NO	
1	Parking for disabled provided		●	
2	Entry and exit doors compliant		●	
3	Surface finish materials do not pose hazard		●	
4	Entry and exit clearly marked	●		
5	Ramps provided – 1:12 minimum incline		●	
6	Handrails on ramps provided – at minimum height 1000mm from finished floor level		●	

	ELEMENT	COMPLIANT		CORRECTIVE ACTION
		YES	NO	Refer to SECTION 05, GUIDELINE 10 – pg 23 - 34 RETROFIT
7	Change of level of 170mm – small ramp installed		●	
8	Change of level of 3000mm – long ramp or chair lift		●	
9	Multi-storey – dedicated lift of disabled		●	
10	Multi-storey – 4 storeys and above – fully functioning passenger lifts with emergency functions			
11	Reception desk clearly visible and accessible		●	
12	Reception counter at accessible height		●	
13				
14				

APPENDIX D

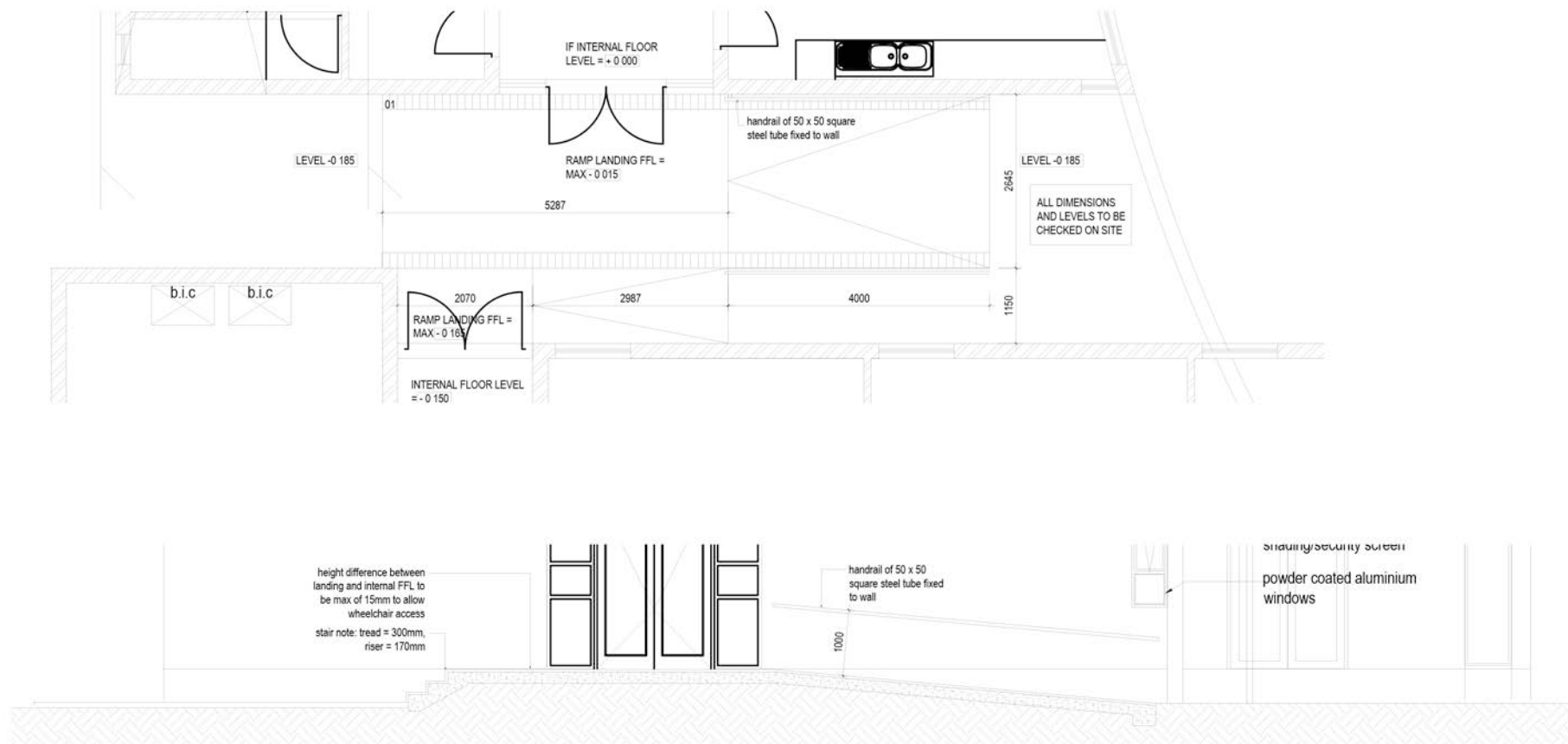


TOILET FOR DISABLED PERSONS



WHEELCHAIR FRIENDLY DESKS/CONFIGURATIONS

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RAMP ACCESSIBILITY

