

Building Department

Research & Building Systems Section

New Museums Checklist



New Museums

	Entrance	Path	Level Changes Stairs, Ramp, Elevators	Sanitary Provisions	Parking & drop off point	Hearing Enhancement
≤ 1000 m2	UA*	UA/P	UA	UA/P	UA	UA

UA	Universally Accessible
UA*	When the building is built in a floodable zone the entrances of the building can have a change in level from the exterior floor level. In this exceptional case the entrances solutions may be permitted.
UA/P	Only for small new and existing buildings: paths can be smaller respecting the Tolerance Limits and is permitted interaction space only in one side in the toilet. Only for retrofitting existing buildings: The building facility shall be Universally Accessible; however, if the Universal Accessibility level is technically or economically impossible exceptions can be accepted respecting the Tolerance Limits

CODE	CRITERIA	EVALUATION			COMMENTS	AUDIT PHASE
E	Entrance	YES	N/A	NON		
E1	Gradients of entrances ≤ 5%					PERMIT
E2	When several paths, both accessible and inaccessible marked					ACCOMPLISH
E3	If accessible door not the main door, it is marked with directional sign					ACCOMPLISH
E4	Identification number and exact address for each entrance					OPERATION
E5	In public use buildings, reception desk near the entrance					ACCOMPLISH
E6	Dimensions doors ≥ 900mm width x 2100mm height					PERMIT
E7	Automatic door					ACCOMPLISH
E8	3 seconds or more to move from closed to fully open position - Remain fully open for a minimum 5 seconds - Force not more than 66N					ACCOMPLISH
E9	Doormats levelled with ± 2mm					ACCOMPLISH
E10	Access controls barriers with at least one barrier with width ≥ 900mm if provided					OPERATION

PA	Parking and drop off point	YES	N/A	NON	Comments	Audit Phase
PA1	Pick up & drop off area provided					PERMIT
Accessible parking places, access to parking lots						
PA2	<p>Number of accessible parking lots, if parking facilities provided:</p> <p>1.3 % of the total number of parking spots.</p> <p>A partial parking to be considered as a full parking at the maximum number of 10 parkings</p> <p>If parking facilities not provided:</p> <p>2 bays in public areas close to the entrance</p>					PERMIT
PA3	Accessible spaces as close as possible to the entrance of the building and no more than 50 m					PERMIT
PA4	<p>Dimensions of accessible parking spaces:</p> <p>2500 x 6000 mm for angled parking,</p> <p>2600 x 6000 mm for parking along the sidewalk</p>					PERMIT
PA5	With lateral access aisle \geq 1200 mm					PERMIT
PA6	Signs mounted at 2200 mm with international symbol					ACCOMPLISH
PA7	Marked with international symbols					ACCOMPLISH
PA8	Curb cut with maximum 8% slope					ACCOMPLISH
RS	Reserved Seating Spaces	YES	N/A	NON	Comments	Audit Phase
RS1	Number of reserved seats: one reserved wheelchair space for every 50 seats or fraction thereof and beyond 500 seats, one more every 100 seats of fraction thereof , as on general checklist GAU					ACCOMPLISH
HE	Hearing Enhancement	YES	N/A	NON	Comments	Audit Phase

	induction loop, FM, infrared (through expert advice)							
HE1	Hearing enhancement system is provided in the service countries and assembly areas							ACCOMPLISH
HE2	Hearing enhancement system is provided in the meeting rooms serving more than 25 person							ACCOMPLISH
HE3	Hearing enhancement system provided in the auditoriums and theaters							ACCOMPLISH
HE4	Posted sign to indicate that the enhancement system is available							ACCOMPLISH
HE5	Compatible with language translation system							ACCOMPLISH
HE6	International symbol of access for hearing loss is provided, when the system is provided for persons with hearing impairment							ACCOMPLISH
HE7	Induction loop provided when acoustic information is provided							ACCOMPLISH

MD	Museums Design aspects	YES	N/A	NON	Comments	Audit Phase
MD1	Sensorial elements used to assist visitors to perceive the informations through different senses , like lights, smells,soundes, colours and others.					ACCOMPLISH
MD2	Audio guides provided to explain, guide and assist the visitors					ACCOMPLISH
MD3	Displays are visible at anamaxim height of 1 m					ACCOMPLISH
MD4	Signage of at least 14 pt and well illuminated					ACCOMPLISH