

# إدارة المباني

## قسم البحوث و أنظمة البناء

### اللائحة التدقيقية للمباني العامة ( الإدارية)

#### القائمة



## Existing Public Administration Buildings

Entrance      Path      Level Changes  
 Stairs, Ramp,      Sanitary      Changing      Furniture      Parking & drop off      Hearing Enhancement  
 Elevators      Provisions      Room      point

All	UA/P	UA	UA/P	UA	UA	UA	UA	UA
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UA	Universally Accessible
UA/P	<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</p>

CODE	CRITERIA	EVALUATION		COMMENTS	AUDIT PHASE
		YES	N/A		
E	Entrance				
E1	Gradients of entrances ≤ 5%	YES	N/A	NON	ACCOMPLISH
E2	When several paths, both accessible and inaccessible marked with directional sign				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				ACCOMPLISH
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



OPERATION						
PE7	<b>Absence of protruding objects:</b> 1-Objects protruding less than 100mm from façade 2-Objects protruding more than 100mm, extends to the floor surface or above the floor level by maximum 300mm					ACCOMPLISH
PE8	Furniture comply detection cone rule					OPERATION
PE9	Illumination level $\geq 10$ lux					ACCOMPLISH
PE10	No drain grids on accessible crossings ( outside the intersection)					ACCOMPLISH
PE11	Free of obstacles and located between the building's façade and the furniture zone					ACCOMPLISH
PE12	Parking entrance do not modify the slope or width of the accessible path					ACCOMPLISH
PE13	Curb height between 100 mm and 150 mm					ACCOMPLISH
PE14	Cross slope gradient $\leq 2\%$					ACCOMPLISH
PE15	Pedestrian bridges with ramps or elevators if provided					ACCOMPLISH
<b>PF</b>	<b>Floor Surface</b>					
PF1	Slip resistance (PTV) comply: Level and inclined with $\leq 5\%$ dry areas indoor - (PTV) Between 15 and 35					ACCOMPLISH
PF2	Slip resistance (PTV) comply: Inclined $< 5\%$ dry areas indoor, (PTV) $\geq 35$					ACCOMPLISH
PF3	Slip resistance (PTV) comply: Level and inclined with $\leq 5\%$ wet areas and outdoor - (PTV) Between 35 and 45					ACCOMPLISH
PF3	Slip resistance (PTV) comply: Inclined $< 5\%$ wet areas and outdoor,(PTV) $\geq 45$					ACCOMPLISH



		OPERATION				
		YES	N/A	NON	Comments	Audit Phase
P16	<b>Absence of protruding objects</b> 1- Objects protruding less than 100mm from façade 2- Objects protruding more than 100mm, extends to the floor surface or above the floor level by maximum 300mm					
<b>LC</b>	<b>Level Changes</b>					
<b>LCG</b>	<b>Guardrails</b>					
LCG1	Absence of unprotected level changes - guardrails for heights $\geq$ 500mm					ACCOMPLISH
LC22	Height $\geq$ 1100mm					ACCOMPLISH
LCG3	With sufficient strength and stiffness to withstand horizontally uniformly distributed force of 3 kN/m					ACCOMPLISH
LCG4	Can not be climbable					ACCOMPLISH
LCG5	Width of Horizontal and Vertical openings $\leq$ 100mm					ACCOMPLISH
LCG6	1- Availability of continuous base on the entire open side length 2- Continuous base $\geq$ 100mm high from the floor surface for ramps & stairs					ACCOMPLISH
<b>LCWT</b>	<b>Warning tactile surface</b>					
LCWT1	Available in the beginning and end of every level change including ramps and stair landings, or any dangerous element					ACCOMPLISH
LCWT2	Installed along the entire width of the element					ACCOMPLISH
LCWT3	The width $\geq$ 300mm					ACCOMPLISH
LCWT4	Located at 300mm away from the edge of the ramp or stair flight or any dangerous element					ACCOMPLISH
LCWT5	Warning tactile truncated cones diameter = 30mm at bottom and 20mm at top, and protruding 4mm					ACCOMPLISH
LCWT6	Non glare on shiny or slippery					ACCOMPLISH
<b>LCR</b>	<b>Ramps</b>					



Handrail for Ramps & Stairs > 500mm high		ACCOMPLISH
LCH1	300 mm horizontal extension at its ends	ACCOMPLISH
LCH2	Presence of intermediate handrail for stairs to keep distance of at most 2100 mm	ACCOMPLISH
LCH3	Mounted at Height of 900 mm	ACCOMPLISH
LCH4	Additional handrail at a height between 650 - 750 mm	ACCOMPLISH
LCH5	In ramps the distance between both sides of handrails is 1000mm	ACCOMPLISH
LCH6	Rounded section of 30 - 40 mm separated from the wall with a distance $\geq$ 40 mm	ACCOMPLISH
LCH7	Handrails designed to allow continuity of gripping without interfering its mounting system	ACCOMPLISH
LCH8	Contrast of 30 LRV against its background	ACCOMPLISH
LCH9	Handrails made of comfortable materials against heat and coldness	ACCOMPLISH
LCE	<b>elevators</b>	
LCE1	Present in buildings with more than one floor	ACCOMPLISH
LCE2	Accessible from ground floor in public areas	ACCOMPLISH
LCE3	Dimensions shall comply: One door $\geq$ 1200 x 1500 mm Two opposing doors $\geq$ 1200 x 1500 mm Two doors in 90° $\geq$ 1500 x 1500 mm	ACCOMPLISH
LCE4	Automatic doors with a width of 900 mm and colour contrast against walls	ACCOMPLISH
LCE5	Manoeuvring space of 1500 x 1500 mm in front the elevator access	ACCOMPLISH
LCE6	Elevator calling buttons height between 900 - 1200 mm	ACCOMPLISH
LCE7	Floor indicator located at 1830mm	ACCOMPLISH
LCE8	Only one mirror inside the cabin on the wall opposite to the door over the handrail level	ACCOMPLISH





LCL4	Doors width of 900 mm								ACCOMPLISH
LCL5	Cabin with side protections to isolate users from side walls								ACCOMPLISH
LCL6	Inside the cabin, minimum two handrails at a height of 800 mm to 1000mm from the floor								ACCOMPLISH
LCL7	Inside the cabin, continuous pressing buttons operable with the elbow								ACCOMPLISH
LCL8	Additional external control by authorized person								OPERATION
LCL9	2000mm travel height if open cabin 4000mm height if full cabin								ACCOMPLISH
<b>LCEs</b>	<b>Escalators, Travellators &amp; Mechanical Ramps</b>								
LCEs1	Moving surface gradient $\leq$ 5%								ACCOMPLISH
LCEs2	Contrast pavement with surrounding at the beginning and end of travellator								ACCOMPLISH
LCEs3	Marked travel direction								ACCOMPLISH
LCEs4	Audio system indicating start and end								ACCOMPLISH

SP	Sanitary Provisions	YES	N/A	NON	Comments	Audit Phase
<b>SPpt</b>	<b>Public Toilets</b>					
SPpt1	Public toilets for male and female provided					ACCOMPLISH
SPpt2	Public toilet within 150 m distance					ACCOMPLISH
SPpt3	Furniture have a reflectance contrast of at least 30 points LRV					OPERATION
SPpt4	Toilet appliances height between 900 - 1200 mm					ACCOMPLISH
SPpt5	Toilet appliances automatically activated or operable with the elbow					ACCOMPLISH
SPpt6	Door clear width 900mm and comply door requirements					ACCOMPLISH
SPpt7	Door latches operable with the elbow installed between 900 - 1200 mm					ACCOMPLISH
SPpt8	Coat hanger on the door from inside the accessible cabin between 1100 - 1400 mm					ACCOMPLISH







CHR	Changing rooms	YES	N/A	NON	Comments	Audit Phase
	<b>Accessible dressing or changing rooms</b>					ACCOMPLISH
CHR1	Corridors width $\geq$ 1000mm and direction changes with manoeuvring turning space of 1500mm					ACCOMPLISH
CHR2	Approaching space for lockers, benches and furniture 1420 x 865mm					ACCOMPLISH
CHR3	1 of 10 showers is accessible, if provided					ACCOMPLISH
CHR4	1 of 10 toilet is accessible, if provided					ACCOMPLISH
FU	<b>Furniture</b>	YES	N/A	NON	Comments	Audit Phase
FU1	Without sharp edges, protruding objects, burning surfaces. With contrasting colour. Made with non-toxic material, and noted if causing allergy					OPERATION
FUt	<b>Tables</b>					
FUr1	Height of the top $\leq$ 800 mm					OPERATION
FUr2	Clearance height under the table $\geq$ 680mm					OPERATION
FUr3	Clearance depth under the table $\geq$ 480mm					OPERATION
FUr4	Tables without integrated seats					OPERATION
FUc	<b>Chairs and Benches</b>					
FUc1	Seat height of 430 mm with a $\pm$ 30 mm tolerance					OPERATION
FUc2	Seat depth between 400 - 450 mm					OPERATION
FUc3	With backrest height between 400 - 460 mm					OPERATION
FUc4	Some seats with armrests					OPERATION



FUv8	Visual and acoustic indication system and alarm system provided								OPERATION
FUv9	Audio information provided								OPERATION
FUv10	CCTV Intercom provided								OPERATION
FUv11	Slots are wide and have a funnel effect								OPERATION
<b>FUb</b>	<b>Bollards, planters, telephone booths and other furniture elements, if provided</b>								
FUb1	Outside the accessible path or do not reduce accessible path $\leq$ 1200mm								OPERATION

<b>PA</b>		<b>Parking and drop off point</b>						<b>Audit Phase</b>	
PA1	Pick up & drop off area provided	YES	N/A	NON	Comments	ACCOMPLISH			
<b>Accessible parking places, access to parking lots</b>									
PA2	<b>Number of accessible parking lots, if parking facilities provided:</b> 1.3 % of the total number of parking spots. A partial parking to be considered as a full parking at the maximum number of 10 parkings					ACCOMPLISH			
PA3	Accessible spaces as close as possible to the entrance of the building and no more than 50 m					ACCOMPLISH			
PA4	Dimensions of accessible parking spaces: 2500 x 6000 mm for angled parking, 2600 x 6000 mm for parking along the sidewalk					ACCOMPLISH			
PA5	With lateral access aisle $\geq$ 1200 mm					ACCOMPLISH			
PA6	Signs mounted at 2200 mm with international symbol					ACCOMPLISH			
PA7	Marked with international symbols					ACCOMPLISH			
PA8	Curb cut with maximum 8% slope					ACCOMPLISH			



HE	Hearing Enhancement induction loop, FM, infrared (through expert advice)	YES	N/A	NON	Comments	Audit Phase
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