

Disability Access Audit (Car Parking and Setting Down Points)

Name of Premises:		Document Downloaded:	
Address:		Inspector Name:	
Description:			

DAA Ref.	Issue	Technical Tips	Findings and Observations	Action Required	Action Completed	Completion Date
2.1	Are the bays clearly signposted from the entrance	Are the signs suitable for visually impaired				
2.2	Are the disabled users only spaces identified	Is this enforced and not obscured				
2.3	How many disabled spaces have you got	Guidelines suggest: <ul style="list-style-type: none">One space for every 10 disabled employeesOne space for every 100 total capacityOr 5% of the total capacity				
2.4	Is the parking close enough to the facility	This may not always be the case if there are access situations i.e. steep slopes				
2.5	Can doors be opened fully to enable disabled people to transfer into a wheel chair	The size of a car park space should be 3600mm wide and 4800mm deep, with a protected area at the rear of 1200 mm for access using a hoist				
2.6	Is the route from the parking space clear	Make sure that kerbs are not too high and that there are appropriate tactile warnings at hazardous road crossings				

2.7	Is the surface smooth, even and free from loose stones	Avoid gravel and loose stones. Ensure the area is regularly maintained
2.8	Is there a requirement for a setting down point	Setting down point to be clearly signed with a recessed line of 3600mm. Same criteria as parking spaces and kerbs
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2.10		
2.11		

Duty Holder Name:	
Signature:	
Date:	

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