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Disability Access Audit - External Ramps and Steps	
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Name of Premises:		Document Downloaded:	
Address:		Inspector Name:	
Description:			

DAA Ref.	Issue	Technical Tips	Findings and Observations	Action Required	Action Completed	Completion Date
3.1	Are ramps accompanied by steps for the walking disabled	If the ramps rise more than 1500mm or more an alternative access is required				
3.2	Is the ramp wide enough and suitably graded	The ramp should not be more than 1500mm wide Max gradients <ul style="list-style-type: none"><li>• 1:12 for a 1500mm wide ramp</li><li>• 1:15 for a 3300mm wide ramp</li><li>• 1:20 for a 5000mm wide ramp or above</li></ul>				
3.3	Are there suitable handrails on each side. Is kerb edging at correct height	Hand rails to be 900mm high Kerb edging to be 1000mm above ground level				
3.4	If a permanent ramp cannot be constructed is a portable ramp or platform lift available	What arrangements are in place to advise customers and employees of a portable ramp or platform lift				
3.5	Is it a long ramp and consider the cross fall	If a wheel chair user is to use the ramp from one end of the ramp then a passing place should be provided with a minimum of 1800mm wide. The cross fall should not be more than 1:40				

# SAMPLE

3.6	Are there visual and tactile warnings at the top of steps	Consider a corduroy warning surface 800mm wide and 400mm wider than the step
3.7	Are there suitable hand rails on both sides of the steps	Hand rails to be 900mm high with a loop to avoid clothing. Must be easy to grip and provide good forearm support
3.8	Are risers shallow enough, all of the same height, and unlikely to trip users	Steps must have clearly distinguishable nosing. Nosing must be 150-170mm and gap between nosings must be 425mm. Avoid uneven or spirals
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Duty Holder Name:	
Signature:	
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