

BCA UNIVERSAL DESIGN AWARDS FOR BUILT ENVIRONMENT 2010 ENTRY FORM

Project Entry No.
(for official use)

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Entry Submission Details

Name of Project	: _____
TOP/CSC Date	: _____

Entry Category

Please check the box for the category you are participating in.

Commercial/ Mixed Used/ Industrial Buildings	Institutional Buildings	Residential Buildings
<input type="checkbox"/> Hotel <input type="checkbox"/> Shopping Centre <input type="checkbox"/> Cinema <input type="checkbox"/> Theatre <input type="checkbox"/> Offices <input type="checkbox"/> Market &/ Food Centre* <input type="checkbox"/> Factory/ Business Park* <input type="checkbox"/> Others, Pls specify _____	<input type="checkbox"/> Hospital <input type="checkbox"/> School <input type="checkbox"/> Library <input type="checkbox"/> Museum <input type="checkbox"/> Places of Worship <input type="checkbox"/> Others, Pls specify _____	<input type="checkbox"/> Condominium <input type="checkbox"/> HDB Flats <input type="checkbox"/> Town House <input type="checkbox"/> Detached/ Semi-Ds* <input type="checkbox"/> Terrace House <input type="checkbox"/> Service Apartment <input type="checkbox"/> Others, Pls specify _____

Open Category	Outdoor Spaces & Structures	Refurbished Buildings
<input type="checkbox"/> MRT station <input type="checkbox"/> Bus Interchange/ Terminal* <input type="checkbox"/> Sports Complex <input type="checkbox"/> Swimming Complex <input type="checkbox"/> Places of Interest <input type="checkbox"/> Stadium <input type="checkbox"/> Club/ Resorts* <input type="checkbox"/> Theatre/ Amphitheatre/ Performance Hall* <input type="checkbox"/> Others, Pls specify _____	<input type="checkbox"/> Public/ Neighborhood Parks* <input type="checkbox"/> Park Connector <input type="checkbox"/> Promenade <input type="checkbox"/> Plaza <input type="checkbox"/> Others, Pls specify _____	<input type="checkbox"/> Buildings or facilities that have undergone additions and alterations and upgraded with universal design features

*delete accordingly

Project Team Information

Qualified Person(s)

Company name : _____
Qualified Person : _____
Address : _____
Telephone : _____ Mobile: _____ Fax: _____
Email : _____

Associate Designer(s) [if applicable]

Company name : _____
Address : _____
Telephone : _____ Mobile: _____ Fax: _____
Email : _____

Owner/ Developer Information

Check here if owner is the developer

Company name : _____
Address : _____
Telephone : _____ Mobile: _____ Fax: _____
Email : _____

Managing Agent Information (if applicable)

Company name : _____
Address : _____
Telephone : _____ Mobile: _____ Fax: _____
Email : _____

Submission of Materials

A. Description of the Development and UD Facilities

1. A written description of 300-500 words of the development and the Universal Design (UD) facilities and features.
2. Photographs and drawings illustrating the development and the UD facilities and features should be submitted in A3- sized report (max 15 pages).
3. Information on the A3- sized report must include annotated drawings such as site plan at not less than 1:2000 scale and any other plans, sections, perspectives, photographs and axonometric drawings to illustrate:
 - a. Access Route Plans from amenities to the development
 - b. Circulation paths and doorways with sizes clearly annotated
 - c. Family-friendly Facilities and Amenities
 - d. Signage and way-finding cues
 - e. Safety and Emergency evacuation provisions
4. Drawings shall clearly articulate the overall design intent and highlight any unique or innovative UD solutions or ideas, if applicable.

B. Description of Corporate Philosophy

1. A written description of 300-500 words on the corporate philosophy in creating a built environment that is accessible and friendly to all users.
2. The description shall substantiate the corporate philosophy by highlighting details such as procedures to ensure regular inspection, testing and maintenance of facilities, staff training on UD and avenues for the public to give feedback on the facilities provided.

C. Universal Design Awards Accessibility Checklist

1. Please fill up the Universal Design Awards Accessibility Checklist as attached in [Annex A](#), as part of the submission.

Note: A VCD/DVD containing presentation slides (in ppt format) of the above items (A, B & C) must accompany each entry. The picture files shall be at least 300 dpi resolutions. Project Title and Entrant's name must be clearly labeled on the VCD/DVD and VCD/DVD cover. Alternatively, the slides can be submitted online.

Submission Guidelines & Instructions

Eligibility

1. The Competition is open to all owners, developers and professionals in creating an inclusive built- environment that could be used by all people. There is no restriction on the number of entries that each individual, firm or team can submit.
2. The development must have obtained Temporary Occupation Permit/ Certificate of Statutory Completion and be occupied at the time of submission of entry to be deemed qualified for assessment.
3. BCA reserves the right to disqualify any participating individual/ firm/ team.

Assessment of Entries

The assessors will evaluate all entries and shortlist them for site visit. The short-listed entrants will be required to make a presentation to the assessors on the outstanding and innovative Universal Design qualities of the projects prior the walk-around.

Submission Deadline

1. All entry forms must be duly completed and signed. The forms, A3- sized reports, Universal Design Awards Accessibility Checklist and VCD/DVD are to be submitted in a sealed envelope with the words "BCA Universal Design Awards" clearly written on the envelope, attention to **BCA Universal Design Awards Secretariat** at the following address:

**Building and Construction Authority
5 Maxwell Road #07-00
Tower Block MND Complex
Singapore 069110**

2. All entries must be received by 1700hrs, 22 January 2010.
3. No new or additional information will be accepted by BCA or considered by the Committee after the deadline.
4. Any non-compliant submission will not be accepted.
5. Any queries on the awards should be emailed to bca_bfa_upgrading@bca.gov.sg

Intellectual Property Rights

1. BCA shall have the rights to make editorial changes, publish, display, reproduce or otherwise publicize or communicate all entries submitted in any forms during the assessment, exhibition and for promotional, educational or record purposes. Such

rights shall be exercisable by BCA without any payment, charge or fee whatsoever to any person.

2. Winning entries become part of BCA's permanent collection. BCA reserves the right to retain for display and or dispose of any entries after the award winners have been announced. No entries will be returned to participants.

Committee's Decision

The decision of the Assessment Committee shall be final and the Committee has absolute discretion to make or withhold an award. The Committee may also re-categorize any entry, which in their opinion, has been entered in the wrong category.

Declaration of Entrant

I declare that I am authorized by the owner/developer/company* to submit entries for BCA Universal Design Awards for Built Environment 2010. I have read and accepted the entry criteria, guidelines and instructions. I hereby agree to abide by these criteria, guidelines and instructions and certify that all information that I have submitted is correct and true.

Name : _____

NRIC No. : _____

Signature : _____

Company name and stamp : _____

Address : _____

Telephone : _____

Mobile : _____

Fax no. : _____

Email address : _____

Date : _____

*delete accordingly

ANNEX A: Universal Design Awards (UDA) Accessibility Checklist

Date obtained TOP/CSC:				
How to complete the checklist (This checklist will take about 5 to 10 minutes) Please select the appropriate box(es) for each criteria that are applicable to your building(s) or development(s).			Full Compliance	Beyond Full Compliance
1	ACCESSIBLE EXTERNAL ROUTES Accessible external route from nearby facilities leading to entrance (of building or development) is stable, firm, level, slip-resistant & of not less than 1200mm width. From which type of facilities? <input type="checkbox"/> Public street <input type="checkbox"/> Taxi shelter <input type="checkbox"/> Parks or park connectors <input type="checkbox"/> Traffic junction <input type="checkbox"/> Bus shelter <input type="checkbox"/> Other buildings or developments <input type="checkbox"/> Overhead bridge <input type="checkbox"/> Bus terminal <input type="checkbox"/> Underpass <input type="checkbox"/> Train station	At least one	<input type="checkbox"/>	All <input type="checkbox"/>
2	ACCESSIBLE PARKING LOTS (within building or has nearby external accessible vehicle parks) Number of provision is according to the minimum requirements of current code. Number of provision is beyond to the minimum requirements of current code. Designated pedestrian and walkways and crossings leading to the accessible lobbies are provided. Near to access points such as lift lobbies, staircases, ramps, etc.		<input type="checkbox"/>	At least one <input type="checkbox"/> All <input type="checkbox"/>
3	ENTRANCES Entrances (of building or development) is accessible or is accessible from other entrances. (E.g. by vehicular access, through train stations, or from other buildings or developments, etc.). With automated doors.	At least one	<input type="checkbox"/>	All <input type="checkbox"/> At least one <input type="checkbox"/> All <input type="checkbox"/>
4	ACCESSIBLE TOILETS At least one unisex individual washroom or water closet compartment in both male and female toilets for wheelchair users is provided at all levels (for building) or at least one is provided in every cluster of toilets within the same level. Toilet provided with family-friendly facilities and features. Which type of family-friendly facilities and features? <input type="checkbox"/> Urinal for children At which level? _____ <input type="checkbox"/> Child-sized water closet At which level? _____ <input type="checkbox"/> Compartment for ambulant disabled At which level? _____ <input type="checkbox"/> Diaper-changing station At which level? _____ <input type="checkbox"/> Toddler seat within compartment At which level? _____ <input type="checkbox"/> Others, please specify: _____		<input type="checkbox"/>	At least one <input type="checkbox"/> In all toilets <input type="checkbox"/>
5	ACCESSIBLE ROUTES, CORRIDORS and PATHS All accessible routes, corridors and paths are: Ramps and landings are of contrasting colours when provided.	not less than 1200mm	<input type="checkbox"/>	> 1200mm <input type="checkbox"/>
6	RAMPS All ramps have a gradient of 1:12 or gentler. All ramps and landings are of contrasting colours, coloured bands or tactile warning strips at top, bottom & immediate landings with surrounding flooring material. All ramps have a width of not less than 1200mm. All ramps with handrails provided at both sides of the ramps. All ramps with handrails at a height of between 800mm and 900mm above floor level. All ramps with handrails extensions of not less than 300mm beyond top & bottom of ramps. Building or development is designed without the need for ramps. All ramps with handrails for children.		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
7	STAIRCASES (except for fire escape staircases) All staircases have uniform risers and treads. All staircases have nosing strips and treads of contrasting colours. All staircases have handrails provided at both sides of the staircases. All staircases have handrails placed at a height of between 800mm & 900mm above floor level. All staircases have handrails extensions not less than 300mm beyond top & bottom of staircases. Buildings or developments are designed without the need for staircases or steps (E.g. for parks). All staircases have a minimum of three risers and provided landings after every sixteen risers. All staircases have handrails for children. All staircases have Braille markings on the horizontal extended handrails.		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
8	ILLUMINATION Areas are provided with adequate illumination level complying with the current SS 531. All remote areas & key features (E.g. Words in signages) with higher illumination levels to enhance visibility.		<input type="checkbox"/>	<input type="checkbox"/>

9	SIGNAGES		
	Contents of every signage are short and easy to understand.	<input type="checkbox"/>	
	Characters and graphics of every signage are of contrasting colours with the background within the signage.	<input type="checkbox"/>	
	All signages have clear and simple symbols or words with colour distinction.	<input type="checkbox"/>	
	The minimum level of illumination on all the signs is 200 lux.	<input type="checkbox"/>	
	Signages are strategically located.		<input type="checkbox"/>
	(Directional Signs at points where there is a change of direction & Service Identification Signs at accessible facilities)		
10	AMENITIES and/or FACILITIES		
	Where amenities and/or facilities are provided according to the intended use of the building or development, at least one of each amenity and/or facility is made accessible to wheelchair users. (including those with only one of the same amenity and/or facility)	<input type="checkbox"/>	
	All amenities and/or facilities provided are accessible to intended user groups & are strategically located.		<input type="checkbox"/>
	Which type of accessible amenities and/or facilities provided?		
	<input type="checkbox"/> ATM machines	<input type="checkbox"/> Book-drops in libraries	<input type="checkbox"/> AXS, SAM or multimedia kiosks
	<input type="checkbox"/> Public telephone	<input type="checkbox"/> Drinking fountains	<input type="checkbox"/> Bathroom in residential unit
	<input type="checkbox"/> Vending machines	<input type="checkbox"/> Information counters	<input type="checkbox"/> Lockers in sports complexes, schools, etc.
	<input type="checkbox"/> Electric carts	<input type="checkbox"/> Prams/wheelchair rentals	<input type="checkbox"/> Automated External Defibrillator (AED)
	<input type="checkbox"/> Information counters		
	<input type="checkbox"/> PA System with induction loop & enhanced sound system		
	<input type="checkbox"/> Service counters in banks or ticketing offices		
	<input type="checkbox"/> Individual shower stall in sports complexes and public swimming pools		
	<input type="checkbox"/> Checkout lane and counter in departmental stores or supermarkets		
	<input type="checkbox"/> Guestrooms in hotels (at least one in every 200 guestrooms)		
	<input type="checkbox"/> Wheelchair parking spaces in places of public resort. (At least two in every the first 200 seats or less)		
	<input type="checkbox"/> Rooms in hostels, halls of residence or dormitories (at least one in every 100 rooms)		
	<input type="checkbox"/> Fixed seating in eating outlets (at least one table for every 10 tables)		
	<input type="checkbox"/> Others, please specify: _____		
11	TRANSPORTATION FACILITIES		
	All transportation facilities within the building or development are made accessible.	<input type="checkbox"/>	
	All transportation facilities are sheltered or have covered linkways.		<input type="checkbox"/>
	Types of transportation facilities?		
	<input type="checkbox"/> Alighting and boarding point		
	<input type="checkbox"/> Taxi shelter		
	<input type="checkbox"/> Integrated with train station, bus stop or terminal		
12	PASSENGER LIFTS		
	Passenger lifts are made accessible to persons with sensory impairments, ambulant disabled and wheelchair user from one level to another.	At least one <input type="checkbox"/>	All <input type="checkbox"/>
	Lift provided with non-breakable mirrors in the lift interior to allow visual feedback for wheelchair users		<input type="checkbox"/>
13	FAMILY PARKING LOTS		
	Provided.		Only one <input type="checkbox"/>
			More than one <input type="checkbox"/>
14	SEATING FACILITIES		
	Provided according to the intended use of the building or development.		<input type="checkbox"/>
	Seatings are strategically located (E.g. near to lift lobbies, children play areas, etc.).		<input type="checkbox"/>
	Provided with armrests.		<input type="checkbox"/>
	Provided in every 30m or less.		<input type="checkbox"/>
15	FAMILY ROOMS (Includes a diaper changing room/station and/or a nursing room)		
	Provided.	Only at one level <input type="checkbox"/>	
		At some levels <input type="checkbox"/>	
		At all levels <input type="checkbox"/>	
16	CHILDREN PLAY AREAS		
	Provided.	Only at one level <input type="checkbox"/>	
		At some levels <input type="checkbox"/>	
		At all levels <input type="checkbox"/>	
17	FIRST AID ROOMS		
	Provided.	Only at one level <input type="checkbox"/>	
		At some levels <input type="checkbox"/>	
		At all levels <input type="checkbox"/>	
INNOVATIVE FEATURES (Please attach list if applicable)			
INTENDED USER GROUPS – Accessible/Useable by?			
<input type="checkbox"/>	Family with young children	<input type="checkbox"/>	Blind or partially visually impaired persons
<input type="checkbox"/>	Hearing impaired persons	<input type="checkbox"/>	Elderly (more than 50 years old)
<input type="checkbox"/>		<input type="checkbox"/>	Ambulant disabled
<input type="checkbox"/>		<input type="checkbox"/>	Wheelchair users