New South Wales

Department of Education
Field Data Capture Project

FIELD DATA CAPTURE

SPECIFICATIONS FOR

SCHOOLS AND TAFE COLLEGES

9h May 2019

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1 Specification

1.1 General

This is a asset capture project. The intention is to record attribute information.
Site features, that are a closed shape (polygon) have a display TAG in them. Small site features are shown as a point symbol.
Building features, that are a closed shape (polygon) have a unique polygon number. These polygon numbers are added to a portable Microsoft Access Database (DocDET.mdb). Small building features are shown as a point symbol.

This specification sets out the process of asset data capture related to TAFE Colleges and school facilities. The specification includes the data elements to be captured, the accuracy to be achieved and the format of the data to be submitted.

All data must be returned to The Project Manager, of the Schools Field Data Capture Project within four (4) weeks of commencement of the field data capture for each site.

A Registered Surveyor is to supervise all fieldwork and sign the compliance statements that the Consultant has met the accuracy requirements of the specifications prior to data being submitted to The Principal.

Plots in the form of a site plan, a plan of each floor of each building with dimension tables and a printout of the attribute data will be returned to the Consultant for verification. Each separate printed page must be signed by the Consultant as certification that they are an accurate and complete representation of the data captured.

1.2 Data provided by NSW Public Works

PDF plans (A3) of existing buildings and rooms.
DXF files.
Access Database (DocDET) containing existing building data and room listing.
All textual data must be returned in the DocDET file.
This file contains all the available choices and rules for the various types of facilities.

1.3 When to capture

Site features are captured when they are changed or added or deleted.

Rooms are captured when they are new rooms or the area of the room is changed. Rooms in a shared building that have a institution user change, are captured. This way the new user information is passed to the client.

Rooms are captured when the new works are completed.

2 Field Notes Returned

2.1 Site Features

As preferred shall be up to A1 size, although where possible A3 size preferred.

2.2 Building Detail Sheets

Shall be A3 size and show one floor of one building on each page. Sheets must be numbered to indicate that they are one of a series within a particular site ie Sheet 1 of 20, Sheet 2 of 20 etc.

Building Details Sheets are to be marked with the appropriate headings including building number/letter and floor level. Plans of the building may be used for field notes, provided a red pen is used to clearly show all information, including walls, doors, dimensions etc. A north point would be nice.

Copies of field notes and text data are to be retained by the Consultant for 12 months after the Consultant's final certification of data of the last Site in the engagement. This data must be made available upon request to The Project Manager, of the Schools Field Data Capture Project during this 12-month period.

The QA checklists provided must be completed by the Consultant and submitted with the data for each Site.

2.3 A Returned Field Data Package Contains

- Plans with external dimension for new buildings, internal room dimensions, (you can use the architectural if you have them) and room numbers or DXF, DWG.
- All field notes have a north point.
- STAIRS- width between rails and number of rises. RAMPS – width between rails and length of ramp. Stair polygon to be width of stairs. Refer to stair specs.
- All Electrical Distribution Boards (EDB's) to be captured.
- All bubblers to be captured.
- Photos of new buildings, vista photo (main entrance of the school or TAFE from the street) and photos of works that have been captured for the school. In a **JPG** format.
- Photos of new works, ie new rooms. For TAFE'S its best to take a photo of the door with the room information on it as this is very important and has to be noted correctly. In a **JPG** format.
- All photos to be numbered ie P4568_01.jpg.
- Plan showing position of photos that were taken.
- Completed DoCDET with a copy of the QA Summary from the DoCDET (this should always be WinZipped if sending by email).
- Signed Representative Sign Off Checklist (SUCSU27).
- Signed Field Data Capture Consultant Job Completion sheet (SUCSU28).
- Signed copy of the Code of Conduct- Child Protection sheet (SUF0430).
- A cover sheet is handy as it's a quick reference of what was sent.

2.4 Field Data Capture Return Address

NSW Public Works, Survey
The Project Manager, for the Schools Field Data Capture
Level 13, 2-24 Rawson Place
SYDNEY NSW 2000
02 9372 7957

3 Photographs

The data capture consultant should provide a comprehensive photographic record of the site.

3.1 New Buildings

New buildings at least two external photos should be taken from different perspectives.

3.2 Internal Photographs

Internal photographs, take lots. Particularly where interpretation is an issue, like STAIRS. At the top, middle and bottom. With digital photos, there are no excuses for taking lots.

3.3 Vista Photograph

A site **vista** photograph. A photograph generally of the front of the school, like Google street view taken from the road of the main access.

Photographs relating to a site not previously captured will include:
front area of the college/school site including the facade of the main site buildings
Heritage items notable site and building features (including internal features)
any area where the consultant encounters difficulties with interpretation

The Consultant must submit the photos in a digital format. Each photo must be numbered, eg **P4555_01.jpg** and resized to 1024 pixels. A plan showing the position and direction in which each photograph was taken is to be provided.
For all subsequent visits to a site the following are the minimum number of photos required.

4 Access to Sites

4.1 TAFE Colleges

One week prior to the commencement of the data capture the Consultant shall contact the nominated Institute Officer to discuss the field data capture and any special requirements or constraints.

4.2 Schools

Two days prior to arrival on the school site the Consultant shall contact the Principal to confirm the start date and expected duration of the field data capture work.

5 Onsite Requirements

Upon arrival at each site, the Consultant shall report to the appropriate person in accordance with arrangements made with the nominated Institute/School.
Members of the data capture team shall display their identification tag issued by Department of Finance, Services and Innovation where it can be readily seen.

5.1 Access to Spaces

Access to rooms and other spaces will be provided by the nominated Institute Representative in the case of TAFE Colleges or School Principal or School representative.

Any space, for which access cannot be gained, will be listed on the Representative

Sign Off Checklist (Form SUCSU27) and certified by the nominated Institute or School Representative.

Should significant problems be encountered gaining access, then the Consultant should phone the Project Manager Denis Piccolo, Public Works on **02 9372 7957** who will assist in resolving the matter.

Where access to a space is not possible attribute data should be provided as set out for "NO ACCESS" rooms.

5.2 Conduct

During the site data capture work, the members of the Consultant's data capture team shall be courteous to all staff and shall ensure that any disruption to the facility is minimised. All persons must also read and certify that they have read the Code of Conduct – Child Protection Document (Appendix 2) before commencing data capture work.

5.3 Completion

On completion of the fieldwork, the Consultant shall report to the nominated Institute Representative in the case of TAFE Colleges or School Principal or School representative to obtain their certification of the Representative Signoff Checklist. This will confirm that the Site has been visited and that access has been provided to all spaces, except for those that are indicated on this Checklist.

6 Shared Sites - Shared Building

The data element specifications below describe data to be collected for TAFE and School facilities.

6.1 Shared Sites

TAFE Colleges and school facilities sometimes share a site but utilise separate parts of the site and separate facilities (eg buildings). Data capture for a TAFE or School facility on a shared site is confined to that part of the site and buildings utilised by the TAFE or School facility being captured. The arbitrary "boundary" between the TAFE or School facility referred to as a "DEMARCATION LINE", show other, eg; uni, private school.

6.2 Shared Building Sites

Where institution share one or more buildings on a site. Then the data capture consultant will be instructed by Public Works to collect all features within that building.
Where the site is a shared building TAFE/School **all** data elements relating to TAFE or School facility should be collected.
In other words, the attribute data will be collected twice as the polygon / room usages can be different between institutions.

7 Site - Graphic Definitions

All site elements should be shown on the site detail sheet and digital graphic file, DXF.

7.1 Access Roads

7.1.1 TAFE

All access roads within the site boundary are to be defined.
Accuracy: ≥90% positional, category E.

7.1.2 Schools

Main access roads only are to be defined. Main access roads are those that serve the main car park, the waste disposal areas, the canteen, the Industrial Arts Building and Drop OFF zone within the site boundary.

The extents of the access road should align with kerbs where they exist. If no formal kerbs exist define the outline of the road material.
The tag "ACCESS ROAD – ##" is to be shown. The tag includes the code (##) from the materials table to indicate the ***predominant*** material of the surface of the road.
Accuracy: ≥90% positional, category E.

7.2 Agricultural Plots

The extents of all agricultural plots including any permanent agricultural/horticulture plots, vineyards, market gardens etc are to be defined.
The element may be defined by a surrounding fence. Where no fence exists the extent of the cultivated area should be defined.
The tag "AGRICULTURAL PLOT" is to be shown.
Accuracy: ≥90% positional, ≥95% dimensional, category D.

7.3 Animal Enclosures (TAFE only)

The extents of all permanent animal enclosures are to be defined.
The tag "ANIMAL ENCLOSURE" is to be shown.
Accuracy: ≥90% positional, ≥90% dimensional, category C.

7.4 Assembly Area (Paved) (Schools only)

All extents of all assembly areas are to be defined.
A tag "ASSEMBLY AREA" is to be shown.
Accuracy: ≥90% positional, ≥95% dimensional, category D.

7.5 Building Outline

All buildings within the site boundary are to be defined. The building outline should extend over all rooms within the building, excluding external rooms.
Coordinates of key points must be provided on the site detail sheet or within the DXF or TOPCODE ASCII file to orientate the position of the building with respect to the site boundary.
Buildings have at least ¾ height walls on at least three sides.
Only completed buildings should be captured. Buildings under construction should be noted in the Consultant's Report.
Accuracy: ≥95% positional, ≥99% dimensional, category B.

7.5.1 CADD Note for Site Building Footprint Outline Display

Site Building Footprint outline is defined by all covered internal and external rooms. The Site Building Footprint outline is not a roof outline representation.

The BUILDINGS listed below should be collected in the following manner:

7.5.2 Explosive Store and Flammable Goods

Define the building outline as set out above and create a corresponding BUILDING ATTRIBUTE data record. The internal rooms are not to be measured and there is no requirement for the consultant to enter the building. A room record is to be created in the ROOM ATTRIBUTE data and "EXPLOSIVE STORE" or "FLAMMABLE GOODS" must be entered in the Accommodation Code (TAFE) or in the Current Room Usage (SCHOOL) field.

The fields following “EXPLOSIVE STORE” or “FLAMMABLE GOODS” must be empty.

7.5.3 Gate Keepers Structure

Define the building outline as set out above and create a corresponding BUILDING ATTRIBUTE data record. The internal rooms are not to be measured and there is no requirement for the consultant to enter the building.
A room record is to be created in the ROOM ATTRIBUTE data and “GATEHOUSE” must be entered in the Accommodation Code (TAFE) or in the Current Room Usage (SCHOOL) field.
The fields following “GATEHOUSE” must be empty.

7.5.4 Railway Carriages

Define the building outline as set out above and create a corresponding BUILDING ATTRIBUTE data record.

7.5.4.1 Schools

The internal rooms are **not** to be measured and there is no requirement for the consultant to enter the building.
A room record is to be created in the ROOM ATTRIBUTE data and “RAILWAY CARRIAGE” must be entered in the Current Room Usage (SCHOOL) field.
The fields following “RAILWAY CARRIAGE” must be empty.

7.5.4.2 TAFE

Railway carriages **are** to be captured as for a permanent building and ATTRIBUTE data entered into the appropriate fields.

7.5.5 Residence

Define the building outline as set out above and create a corresponding BUILDING ATTRIBUTE data record. The internal rooms are not to be measured and there is no requirement for the consultant to enter the building.
A room record is to be created in the ROOM ATTRIBUTE data and “RESIDENCE” must be entered in the Accommodation Code (TAFE) or in the Current Room Usage (SCHOOL) field.
The fields following “RESIDENCE” must be empty.

7.5.6 Demountable Buildings

7.5.6.1 SCHOOLS

Demountable buildings are not to be captured.

7.5.6.2 TAFE

Demountable buildings **are** to be captured as permanent buildings and ATTRIBUTE data entered into the appropriate fields.

7.6 Bubblers (Schools only)

Bubblers are to be shown as a cross at the centre of the bubbler station with the text “#BU”. The text includes the number (#) of individual bubblers at the bubbler station.
Accuracy: ≥90% positional, category E.

7.7 Bus Bay

All bus bays within the site boundary are to be defined. The extents of the bus bay should align with kerbs where they exist. If no formal kerbs exist define the outline of the bus bay road material.

A tag “BUS BAY” is to be shown.
Accuracy: ≥90% positional, ≥90% dimensional, category C.

7.8 Bus Bay External to the Site Boundary

External bus bays are to be shown as a cross with the text “BUS BAY” to approximate the centre.
The extents of external bus bays are **NOT** required.
Accuracy: ≥90% positional, ≥90% dimensional, category C.

7.9 Car Parks

All car parks are to be defined. The extents of the car park should align with kerbs where they exist. If no formal kerbs exist define the outline of the car park material. Car park markings are not to be defined.

The tag “CAR PARK – ##” is to be shown. The tag includes the code (##) from the materials table to indicate the ***predominant*** material of the surface of the road.

The tag should also reflect the number of levels of the car park in the case of multi level structures.
Where necessary the line of delineation between single, double and other multi level structures should be clearly shown with separate tags reflecting the number of levels ie “2 LEVEL CAR PARK-##”, “3
LEVEL CAR PARK-##”.
Accuracy: ≥90% positional, ≥95% dimensional, category D.

7.10 Containers

7.10.1.1 Schools

Containers are considered as a non-permanent building. Where a container is installed onto a hard surface, consider it to be a shed.

The tag “SHED” is to be shown.
Accuracy: ≥90% positional, ≥90% dimensional, category C.

7.10.1.2 TAFE

1. If the container is adjacent or near a building and has a definite usage, eg. storing tools, equipment or materials, teaching (confined spaces, etc), it shall be picked as a room of that building.
2. If the container is adjacent or near a building and does not have a definite usage, it shall be located as a shed.
3. If the container is used for storage and used for transporting the contents to various locations, such as work around or off the campus, it shall be located as a shed.
4. If the container is on the campus but not in the vicinity of a building and within an ELA it will be included in the ELA confines and not shown separately.

7.11 Covered Way

Covered ways are single or multi-level structures used to provide cover for access between buildings.
Covered ways are to be defined as if the roof outline, regardless of height or floor level, was projected to the ground, excluding gutters.
The tag “COVERED WAY” is to be placed within the limits of the polygon.
Where necessary the line of delineation between single, double and other multi level structures should be clearly shown with individual tags reflecting the number of levels, ie “2 LEVEL COVERED WAY”, “3 LEVEL COVERED WAY”.
The width dimension of the covered walkway must be shown to facilitate CADD

plotting. The width is defined as the width of the roof excluding gutters.
Covered ways abutting buildings, have entry to that building should be captured as external room polygons with attribute data collected.
Accuracy: ≥90% positional, ≥95% dimensional, category D.

7.12 External Learning Area (ELA) (TAFE only)

The extents of all external learning areas are to be defined.
The tag "ELA" is to be placed within the extents of the polygon.
Accuracy: ≥90% positional, ≥95% dimensional, category D.

7.13 Fire Hydrants

Fire hydrants are to be shown as a cross with the text "FH".
Accuracy: ≥90% positional, category E.

7.14 Fuel Tanks other than Gas Tanks

Fuel tanks (other than gas tanks) within the site boundary are to be shown as a cross with the text "OIL TANK" or "PETROL TANK".
Accuracy: ≥90% positional, category E.

7.15 Gas Tanks

The extents of all gas tank enclosures are to be shown or where there is no enclosure, the tanks themselves are to be defined.
The tag "GAS TANK" is to be shown.
If it's a small GAS TANK, in a cage for example, see picture, use the GAS TANK point symbol.

Accuracy: ≥90% positional, category E.

7.16 Gates

Lockable vehicular access gates on main access roads to and within the site are to be shown as a cross with the text "GATE".
Accuracy: ≥90% positional, category E.

7.17 Green House

7.17.1Public Schools

Green / Glass Houses are to be located as a site feature. Internal details are not required to be collected. Green Houses are only collected for SCHOOLS.
Green Houses are collected like Sheds.
The tag "GREEN HOUSE" is to be shown.
Accuracy: ≥90% positional, ≥95% dimensional, category D.

7.17.2 High and Central Schools

Green / Glass Houses are to be located as a building. The room usage can be "Plant Space".
Accuracy: ≥95% positional, ≥99% dimensional, category B.

7.18 High Voltage Transmission Lines

The alignment of the centre line of transmission lines is to be defined by a line with the text "TRANSMISSION LINE". Transmission towers are **NOT** to be shown.
Accuracy: ≥90% positional, category E.

7.19 Plant

Large equipment, like air-conditioning (bigger than a domestic split system unit) is to be located as a point feature. Plant is to be shown with a cross and the text "PLANT" placed at the approximate centre.
Accuracy: ≥90% positional, category E.

7.20 Playground Equipment (Schools only)

The extents of areas containing permanent playground equipment are to be defined. The tag "PLAYGROUND EQUIPMENT" is to be shown.

A single piece of playground equipment can be shown as a cross with the text "PLAYGROUND EQUIPMENT".
Accuracy: ≥90% positional, category E.

7.21 Pumps – e.g. Water, Sewerage (Schools only)

Pumps are to be shown as a cross with the text "WATER PUMP" or "SEWERAGE PUMP".
Accuracy: ≥90% positional, category E.

7.22 Memorial (Schools only)

Memorials are to be shown as a cross with the text "MEMORIAL".
Accuracy: ≥90% positional, category E.

7.23 Satellite Receiver (Schools only)

Satellite receivers are to be shown as a cross with the text "SATELLITE RECEIVER".
Accuracy: ≥90% positional, category E.

7.24 Shade Structure

Shade Structures are covered freestanding structures with a solid or fabric roof material for Students. Shade Structures are to be defined as if the roof outline, was projected to the ground, regardless of height or floor level.

The extents of all Shade Structures are to be defined.
The tags:

7.24.1 TAFE

"COVERED AREA"

7.24.2 SCHOOLS

7.24.2.1 "SHADE STRUCTURE-SOLID"

Areas that have solid roof sheeting material eg. metal, polycarbonate and fibreglass sheeting.
or

7.24.2.2 "SHADE STRUCTURE-FABRIC"

Areas that have a fabric roof material eg. Shade cloth or the various types of sail structures.

Accuracy: ≥90% positional, ≥95% dimensional, category D.

7.25 Shared Site: Demarcation Line

Where the site is shared with another facility (School or TAFE), the arbitrary boundary between each facility is defined as a line with the text "DEMARCATION LINE".

7.26 Shared Site: Name of Second Facility

Where the site is shared with another facility (School or TAFE), the name of the second facility is to be placed within that part of the site occupied by the second facility, eg "PICTON HIGH SCHOOL".

7.27 Sheds

All permanent or difficult to remove sheds are to be located as a site feature. Internal details are not required to be collected, eg; "pump housing".
A shed becomes a building where its usage is listed under the Room Usage schedule for Schools or the Accommodation Code Table for TAFE.
The tag "SHED" is to be shown.
Accuracy: ≥90% positional, ≥90% dimensional, category C.

7.28 Site Boundary

7.28.1 TAFE

A TAFE site boundary is defined by the external boundaries of a compiled cadastre of a single contiguous parcel of land in the name of the Department of Education and Communities.
This boundary will be included in the data provided to a consultant by NSW Public Works for a TAFE update.

7.28.2 Schools

A SCHOOL site boundary is defined by the external boundaries of a compiled cadastre of the contiguous parcel/s of land in the name of the Department of Education and Communities.

Where the "SCHOOL" comprises more than one site, the coordinates of each site should reflect the relative position of each site with respect to the other.

This/these boundary/ies will be included in the data provided to a consultant by NSW Public Works for a SCHOOL update.

Where the Data Capture Consultant finds differences in the site boundary from that included in the data delivered, details of the differences shall be included in the surveyors report.

Where the Consultant has been engaged to collect data related to a new site the Consultant will provide the site boundary as a site element.

If it is necessary to obtain a search, the Consultant will be paid in accordance with the rates in Section 3.10.1 in the Guide For Survey Fees published by the Institution of Surveyors, NSW. A limit of $30 will apply for any individual Site. If search costs exceed this limit, prior approval must be obtained from The Principal. Any additional search obtained must be identified in the Consultant report for the Site. All search must be returned to The Principal with the final data.

Accuracy: locate on co-ordinate base supplied, category A.

7.29 Sporting Facilities

The extents of all sporting facilities including swimming pools, playing fields and sports courts and ovals within the site boundary are to be defined. The extents of the sporting facility should align with the following features in priority:

fencing, where it exists or formal line markings or the grass verge or any recognisable border

The tag "SPORTS COURT – ##" is to be shown.

Normal tags are, **Sports Court – Bitumen**, **Sports Court – Concrete**, **Sports Court – Softfall**, **Sports Court – Grass**, **Sports Court – Synthetic Grass**, **Sport Oval** and **Sport Pool**. Accuracy: ≥90% positional, category E.

7.30 Substation (TAFE only)

Substations are to be captured as either a building or a point feature depending on the size of the structure. Refer to Building Outline for method of capture when the substation is regarded as a building. Smaller substations are to be shown as a cross with the text "SUB STATION".

Accuracy: ≥90% positional, category E.

7.31 Water Tank

All water tanks are to be shown. This includes underground tanks if locality is known. Water Tanks are to be shown as a cross with the text "WATER TANK" or "WATER TANK U/G" placed at the approximate centre.

Accuracy: ≥90% positional, category E.

7.32 Water Filtration Unit

Filtration units for the external water tanks are to be shown. These may not necessarily be co-located with the water tank. A cross with the text "WFU" is to be shown.

Accuracy: ≥90% positional, category E.

Site - Attribute Data Definitions

Definitions apply to TAFE Colleges and Schools except where otherwise defined or described.
Site attribute elements are to be delivered in the portable Microsoft Access Database (DocDET.mdb).

7.33 Site Identifier

7.33.1 TAFE

The TAFE Site Identifier is the unique identifier for the TAFE "SITE".
The identifier comprises:
The TAFE Campus Code
The TAFE SITE Code

Eg. T6015S01000

7.33.2 Schools

The SCHOOL Site Identifier is the unique identifier for the SCHOOL "SITE".
The identifier comprises:
The SCHOOL Category Code

H – High School	I - Infants
P – Public School	F – Environmental Education Centres
C – Central School	A - Regional Office

The SCHOOL Code
The SCHOOL SITE Code

Eg. H8234S11756

7.34 Car Parking Spaces (TAFE only)

The number of formal car parking spaces should be provided by the nominated Institute Representative.
If the Institute Representative is unable to supply the number, the second field in the Site ATTRIBUTE file should be left blank.

7.35 Site_Category (Schools only)

There are 4 categories that require identification –
SOLE SITE – one school with one site number only.
SHARED SITE – two schools or school/TAFE sharing one site number.
SPLIT SITE – one or more site numbers physically separated for one school.
SPLIT/SHARED SITE – one school on one or more sites and sharing another.

7.36 Number of Bubblers (Schools only)

Record the total number of bubblers on the site.

7.37 School Residence (Schools only)

Record a "Y" where a residence exists on the site. If none, record an "N".

7.38 Satellite Receiver (Schools only)

Record a "Y" where a satellite receiver exists on the site. If none, record an "N".

7.39 Computer Data Cabling (Schools only)

Record a "Y" where category five cabling is available on site. If none, record an "N".

8 Building - Graphic Definitions

Definitions apply to TAFE Colleges and Schools except where otherwise defined or described.
All building elements are to be shown on the building detail sheets.

8.1 Building Outline:

The building outline is defined by the external, full height walls of the building at each level.
Spaces outside the building outline including attached open sided corridors and balconies will not be included in the building outline, but shown as external rooms and fully dimensioned and numbered.
Buildings have at least ¾ height walls on at least three sides.

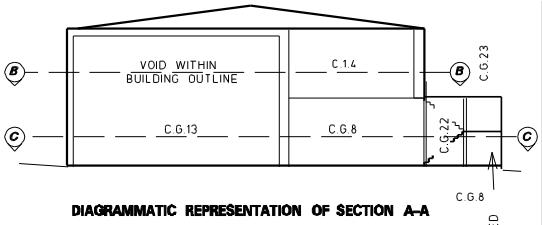
Uninhabitable external features including engaged piers, buttresses, columns and eaves should not be included in the building outline.
Dimensions and the relationship of each building outline to the "Site Building Outline" must be shown.
Accuracy: ≥95% positional, ≥99% dimensional, category B.

8.1.1 CADD Note for the Site File Building Outline Display

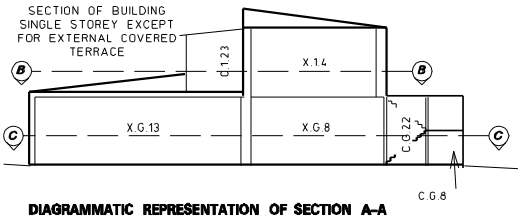
The Site File Building Outline, includes the room Building Outline and any external covered areas at ground level. Or an aerial representation.
For example see the below attached photo.
Showing trees within the within the building outline, would have a Site File Building Outline having a void. A dough-nut type building. Even though there is a underground covered area under the whole building, including the void.

BUILDING OUTLINE SAMPLE SHEET 1

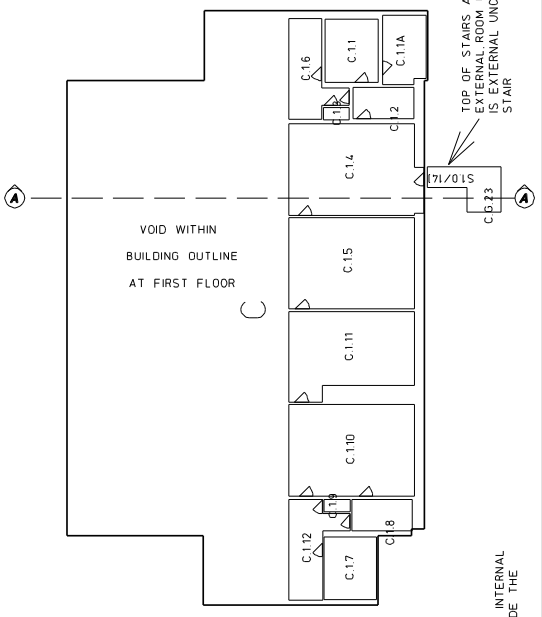
VOIDS AND STAIRS WITHIN THE BUILDING OUTLINES AND EXTERNAL ROOMS



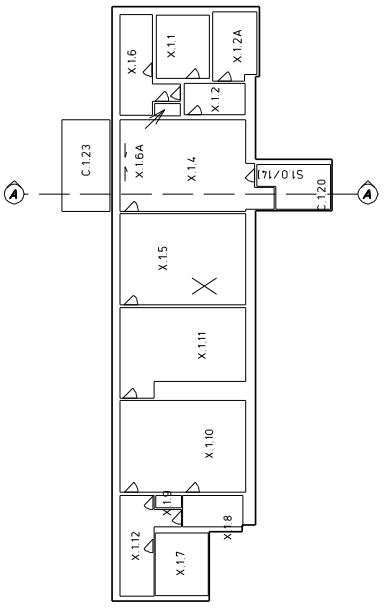
DIAGRAMMATIC REPRESENTATION OF SECTION A-A



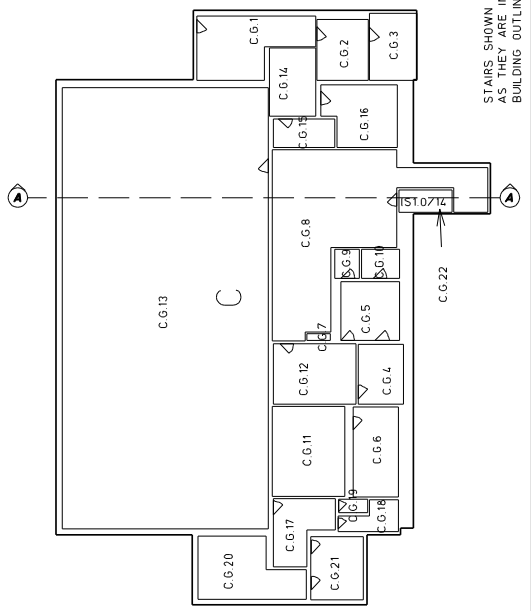
DIAGRAMMATIC REPRESENTATION OF SECTION A-A



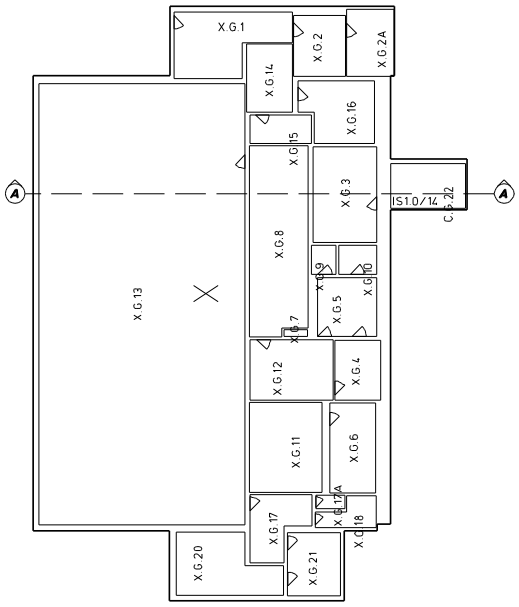
PROJECT PRESENTATION – FIRST FLOOR SECTION B-B



PROJECT PRESENTATION – FIRST FLOOR SECTION B-B



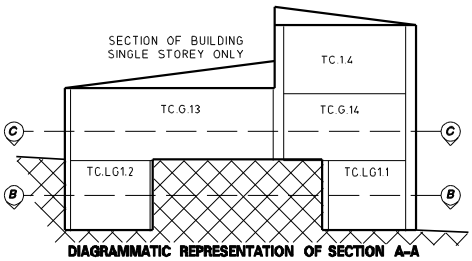
PROJECT PRESENTATION – GROUND FLOOR SECTION C-C



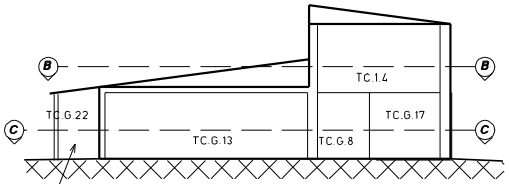
PROJECT PRESENTATION – GROUND FLOOR SECTION C-C

BUILDING OUTLINE SAMPLE SHEET 2

MULTIPLE BUILDING OUTLINES AND ROOMS OUTSIDE THE BUILDING OUTLINE

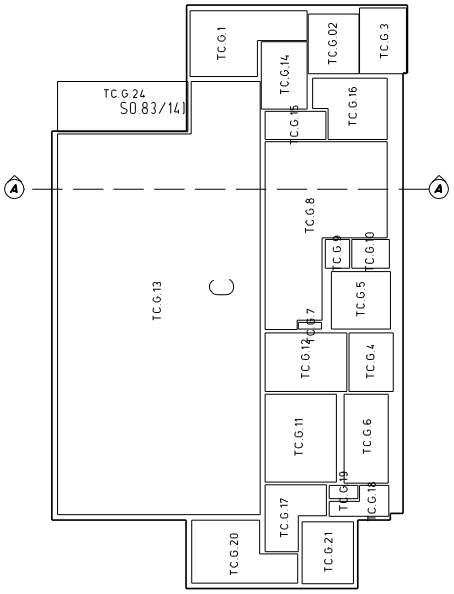


DIAGRAMMATIC REPRESENTATION OF SECTION A-A

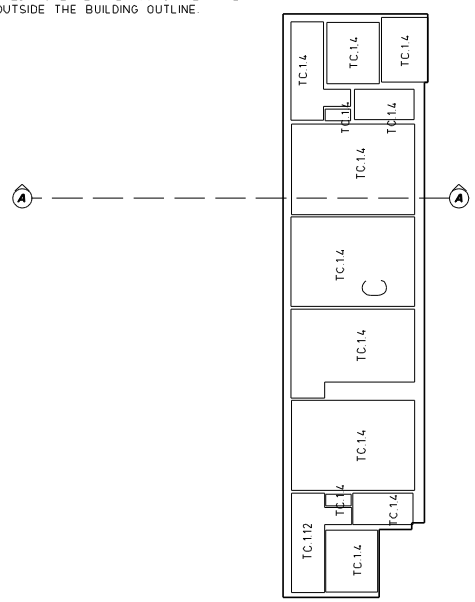


DIAGRAMMATIC REPRESENTATION OF SECTION A-A

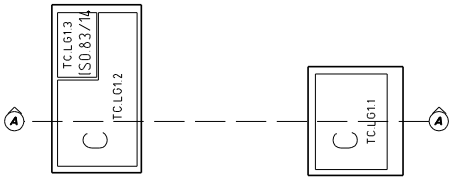
COVERED WAYS THAT ABUT BUILDINGS ARE CLASSIFIED AS EXTERNAL ROOMS THEY ARE OUTSIDE THE BUILDING OUTLINE.



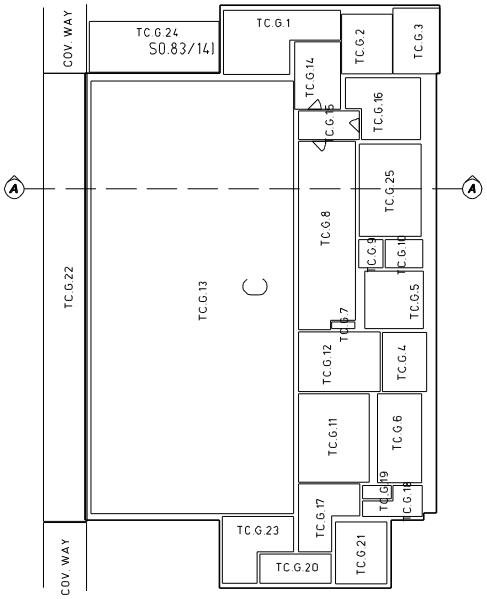
PROJECT PRESENTATION – GROUND FLOOR SECTION C-C



PROJECT PRESENTATION – FIRST FLOOR SECTION B-B

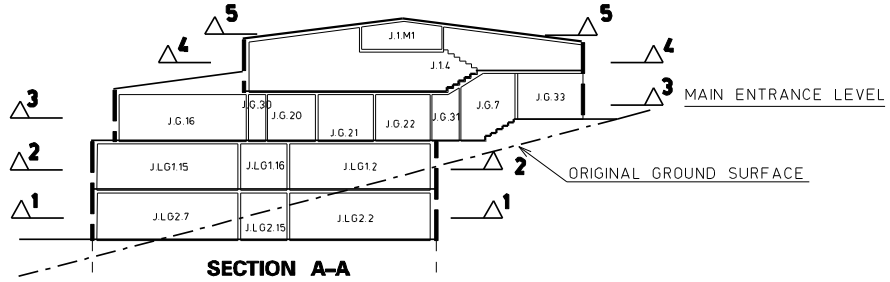


PROJECT PRESENTATION – BASEMENT SECTION B-B

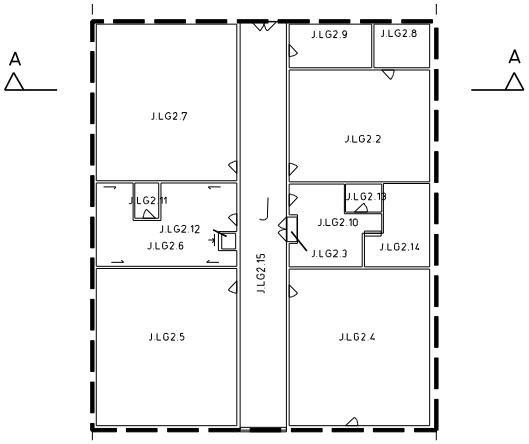


PROJECT PRESENTATION – GROUND FLOOR SECTION C-C

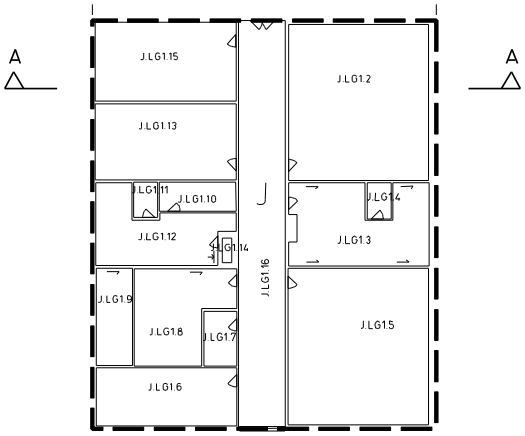
BUILDING OUTLINE SAMPLE SHEET 3



SECTION A–A

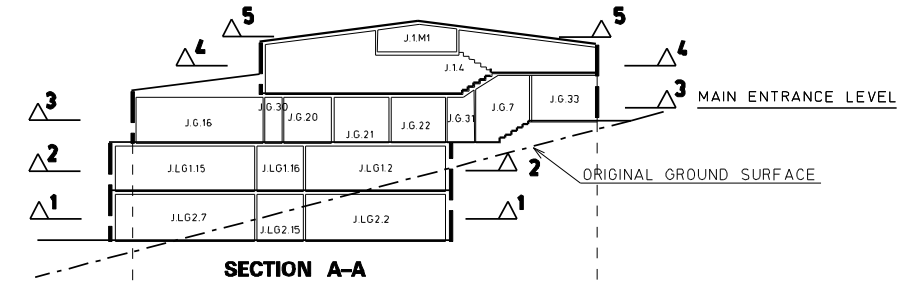


LOWER GROUND 2 FLOOR PLAN (SECTION 1–1)

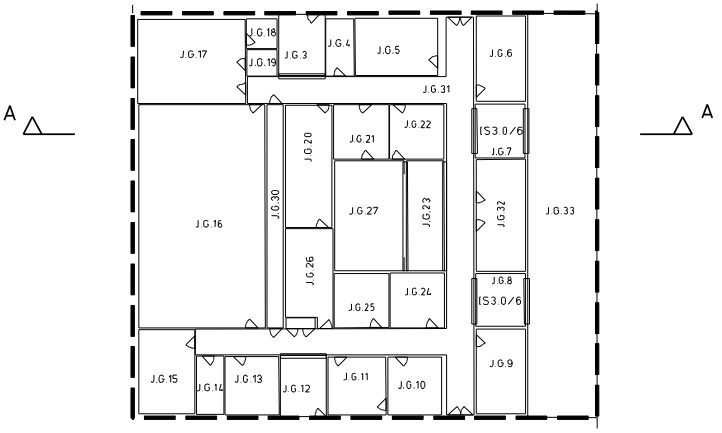


LOWER GROUND FLOOR PLAN (SECTION 2–2)

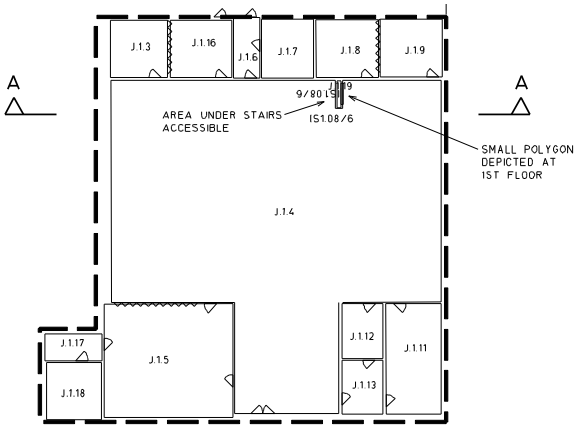
BUILDING OUTLINE SAMPLE SHEET 4



SECTION A–A

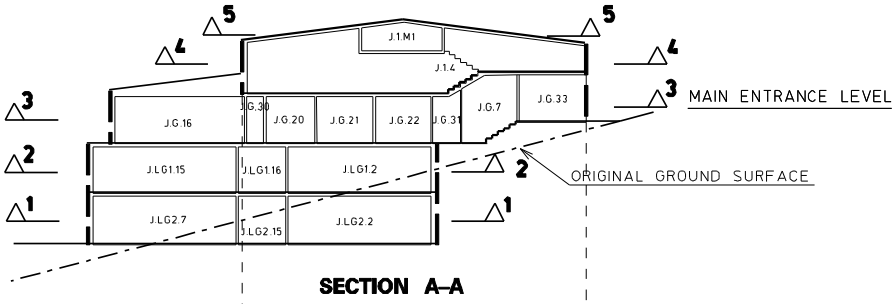


GROUND FLOOR PLAN (SECTION 3–3)

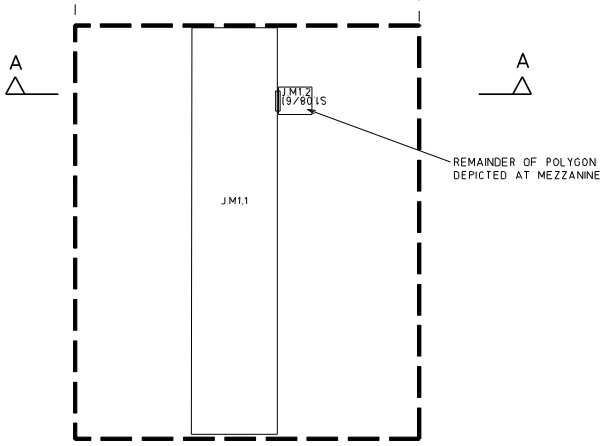


FIRST FLOOR PLAN (SECTION 4–4)

BUILDING OUTLINE SAMPLE SHEET 5



SECTION A–A



FIRST FLOOR MEZZANINE (SECTION 5–5)

8.2 Rooms / Polygons

The term "room" is interchangeable with the term "polygon".
In this project we capture **usages** and record their attributes in a portable Microsoft Access Database (DocDET.mdb).
A space may have more than one usage. For example a physical classroom may have a kitchen in the corner, and then there would be two usages and two corresponding polygons.
The polygons would have a "no door" symbol where the polygons would touch, to show free movement between the two usage areas.

8.3 Room / Polygon Outline

8.3.1 Definition of a Room in a School

The area of a usable space, that is covered and on a hard surface.

8.3.2 Definition of a Room in a TAFE

The area of a usable space, that is covered or un-covered and on a hard surface.

Measure every **space** within the building as a polygon including built in cupboards, storerooms and circulation/movement areas below stairs and ramps. Matching the Room / Polygon Usage Tables.

A built-in cupboard is regarded as part of a polygon and should be included in the measured space. Where the cupboard has a specific usage, eg an EDB, it should be measured as a separate polygon.

The space occupied by removable furniture is to be included in the polygon. Removable furniture includes a display cabinet or shelving.

Measurements must be taken where the wall meets the floor (excluding skirting boards).

A space accessed by a ladder is **not** excluded from being measured as a polygon.

A space where access is by a manhole only is not considered a polygon.

Ducts within the building are not to be measured as polygon.

Spaces outside the building outline that function as part of the building should also be measured as polygon. These spaces include open sided attached corridors, balconies and stairs and ramps attached to the building.

Any polygon with a Room Usage/Accommodation Code not included in the Room Usage/Accommodation Code schedule should be noted as “OTHER” in the attribute data and an explanation included in the Consultant’s report.

The consultant should provide sufficient measurements to enable the polygon to be accurately plotted. This may require diagonals or angles to be measured.

Partitions within rooms do not have to be measured unless there are different polygon usages on each side of the partition, when each side of the partition should be treated as a separate polygon.
Accuracy: ≥95% positional, ≥99% dimensional, category B.

8.4 Mezzanine Rooms

Mezzanine rooms share the same ceiling as another room. Commonly the other room has a high ceiling, too accommodate a mezzanine, see picture.
A mezzanine room can also have full height walls.

8.5 Movement Areas, Covered for Schools and TAFE

Spaces outside the building outline that function as part of the building should also be measured as polygons. These spaces include attached corridors which has the majority covered and open sided, verandas and stairs and ramps attached to the building.
Dimensions are taken to reflect one of the two possible conditions.

- Dimensions to the inside of the railing, if present.
- Dimensions to where the cover stops. This may be the outside face of columns or posts or even further. It is assumed that you can still walk on a man-made surface, like concrete / paving. Movement can be between columns.

The dimensions reflect where you can move.

Not an External Room.
An External Movement Room under eaves. If the eaves are greater than 1m and there is a door to access, then this space is a movement area,
Accuracy: ≥95% positional, ≥99% dimensional, category B.

8.6 Covered Area

An area which is covered that can be used, most likely has seats or tables that is attached to a building, probably does not have door into a building.
Much like an external Movement but students are not moving between places.
Use the “COVERED AREA” room usage code for High Schools. Use “SHELTER” for Public, Infants, Special and Central Schools.

8.7 External Room, Uncovered (TAFE)

These are external uncovered spaces that have a usage, such as “Loading Bays”, “Plant Canteen Areas” and so on. They don’t have to have walls or fences, they can be completely open. As long as these spaces have a usage. These rooms are only shown in the building plan and shown on the Site plan.
Accuracy: ≥90% positional, ≥95% dimensional, category D.

8.8 Room / Polygon Number for TAFE and Schools

The polygon number as shown on the door should be used. If there is no number on the door, then the number on supplied drawings should be adopted where possible. If neither of these is appropriate then the next available number is to be used.

Polygon numbers cannot be duplicated with existing or deleted polygon numbers. The graphics tag will be depicted as
TAFE e.g. A.G.1, A.M.1, A.LG2.23, A.LM2.3, A.3.79, A.M3.1

SCHOOL e.g. AR0001, AM0001, AR8023, AM8003, AR3079, AM3001

8.9 Bubblers (Schools only)

Bubblers within the building are to be shown as a cross at the centre of the bubbler station with the text “#BU”. The text includes the number (#) of individual bubblers at the bubbler station.
Accuracy: ≥90% positional, category E.

8.10 Electrical Distribution Boards

Electrical distribution boards within the building are to be shown as a cross with the text “EDB”.
Accuracy: ≥90% positional, category E.

8.11 Fire Hose Reels (TAFE only)

Fire hose reels within the building are to be shown as a cross with the text “FHR”.
Accuracy: ≥90% positional, category E.

8.12 Fire Hydrants (TAFE only)

Fire hydrants within the building are to be shown as a cross with the text “FH”.
Accuracy: ≥90% positional, category E.

8.13 Hoist Apparatus (TAFE only)

Hoists within the building are to be shown as a cross with the text “HOIST”. Where a hoist has been installed for the purpose of transferring equipment and materials to or from the building, the symbol should be placed within the building with an appropriate door symbol at the opening. Hoists are also a feature in motor industry teaching spaces.
Accuracy: ≥90% positional, category E.

8.14 Home Base Rooms – Open Plan layout

Open plan Home Bases are designed to have more than one class in a Home Base room. A single Home Base is about 60m sq; so a double Home Base room, which can fit two classes, would be about 120m sq and have the room usage of “Home Base X2” and a triple home base follows this trend (180m sq, “Home Base X3”).

A practical activities area/withdrawal room attached to a Home Base X2 room is effectively serving two homebases, so the usage would be “practical activities 2hb”/”withdrawal 2hb”.

8.15 Doors/Door Swings

Doors providing access to and within the building must be shown by a symbol to identify the particular type of door. The symbol should be placed diagrammatically in relation to the walls. Doors are full height only. Half doors are not doors, see picture.

Note 1: Roller shutters on windows are not to be shown.

8.16 Personal Effects Storage

If there is an identifiable space, ie a bag room, then collect the room usage as “PERSONAL EFFECTS STORAGE”.

If there are hooks on a wall, it’s not a “PERSONAL EFFECTS STORAGE”, even if it is noted on the architectural plans.

8.17 Plant

Large equipment, like air-conditioning (bigger than a domestic split system unit) inside walls (may or may not be covered), is to be located as a room.

Use the “PLANT” room usage code.

8.18 Shelter

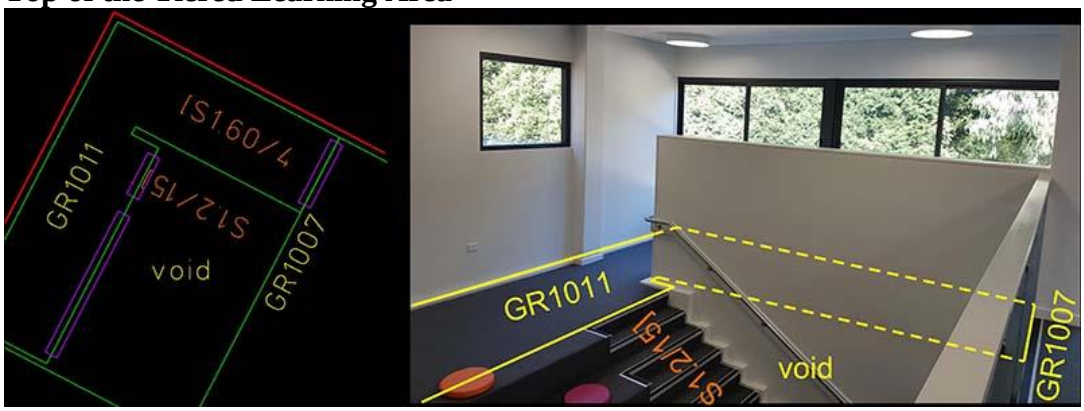
An area which is covered that can be used, most likely has seats or tables, probably does not have door around it or into a building.

Use the “SHELTER” room usage code for Public, Infants, Special and Central schools. Use “COVERED AREA” for High Schools.

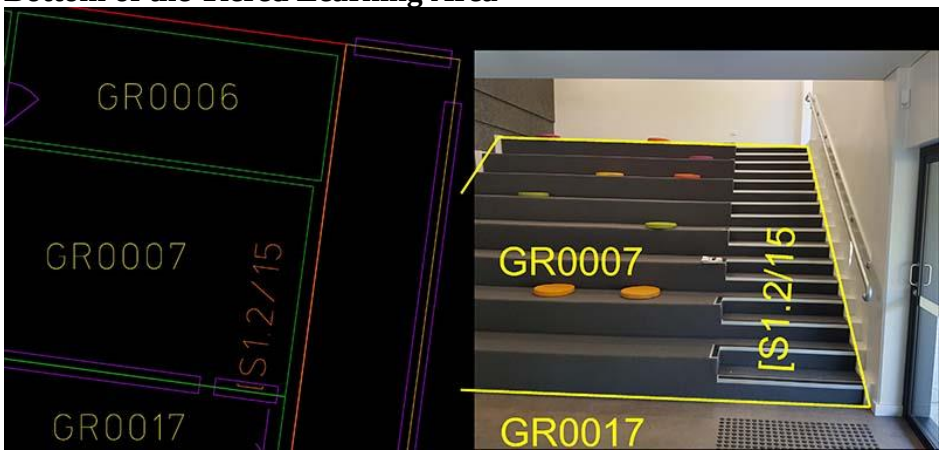
8.19 Tiered Learning Area

An area which has stepped seating. There may also be a stair on the side to allow movement to the higher levels.
Use the "TIERED LEARNING AREA" room usage code for High Schools. Use "TIERED LEARNING SPACE" for Public Schools.

Top of the Tiered Learning Area



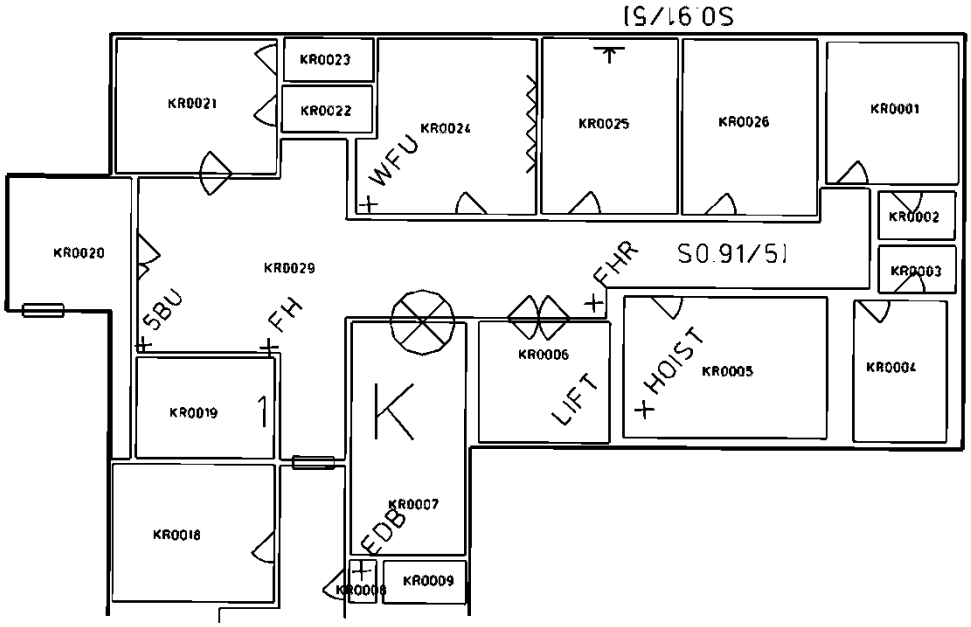
Bottom of the Tiered Learning Area

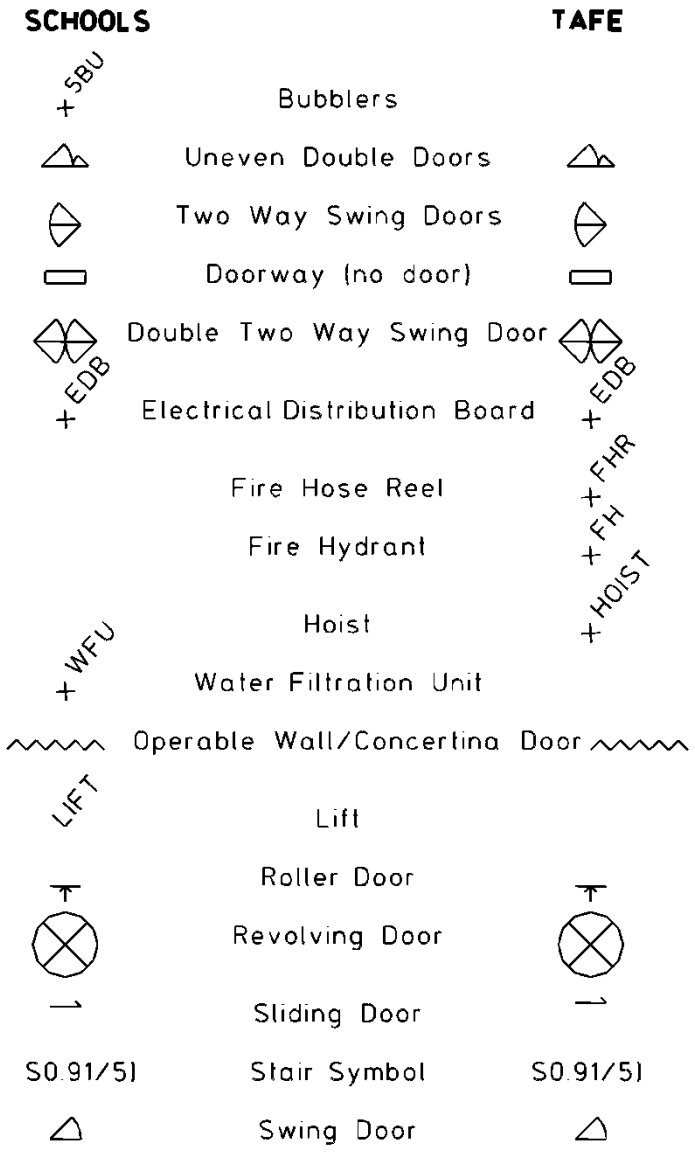


8.20 Animal Space / Agriculture Covered Area

This is an Animal Space / Agriculture Covered Area.
Use the "ANIMAL SPACE - AGRICULTURE COVERED AREA" room usage code for High and Central Schools.

8.21 Architectural Features Diagrammatically



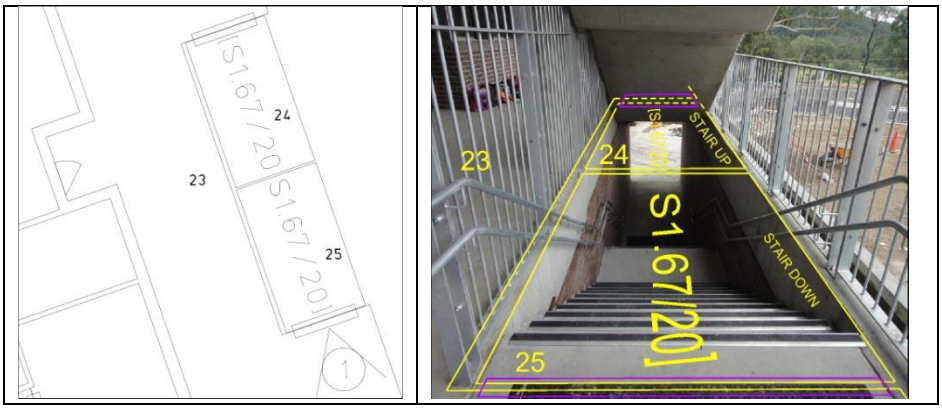


9 Stairs and Ramps, Internal

9.1 Stairs / Ramps to the Next Floor Level

Stairs and Ramps between floors are to be shown as a polygon. The size of the stair polygon, is area the stair takes up on that floor level.

Stair / Ramp polygons, do not overlap other polygons on the same Floor Level.



The stair TAG, is made up of the width between hand rails and the number of risers to the next floor.

The ramp TAG is made up of the width between hand rails and the ramp length.

The character '**S**' and '**R**' are used to separate stair tags from ramp tags.

The square bracket '**[**' or '**]**' indicate the bottom or top of a stair. Ie this tag **[S2.6/20** is used to indicate that the stair is going UP from this floor level, this tag **S2.6/20]** is used to indicate that the stair is going down from this floor level.

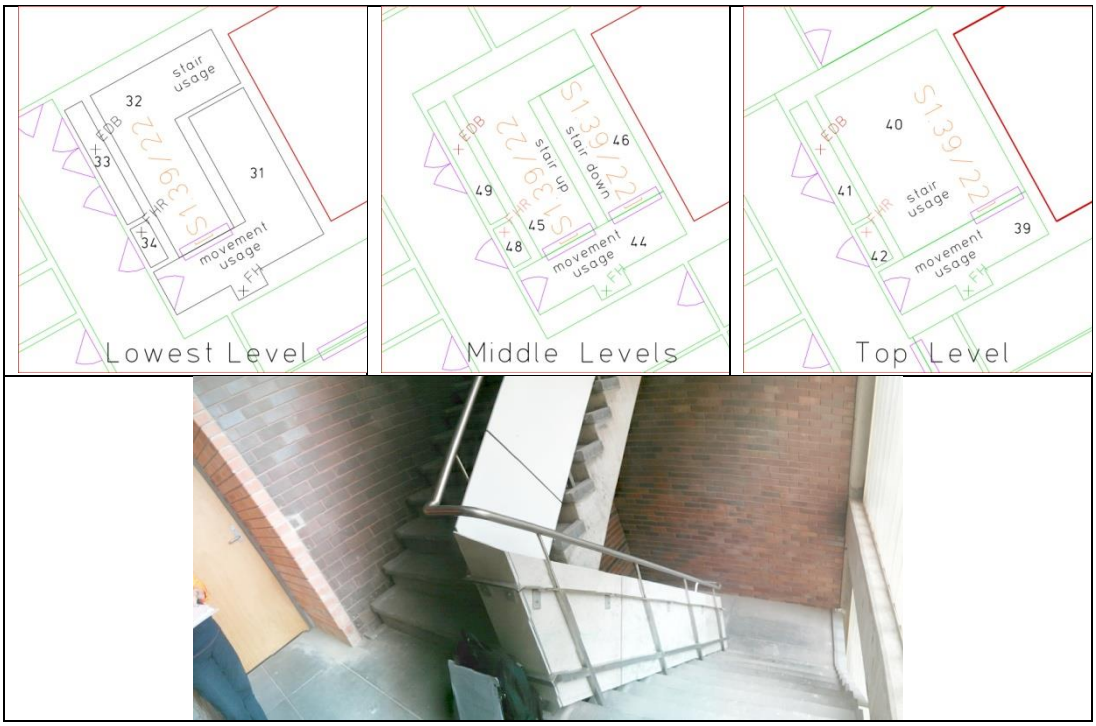
The tag for a stair looks like this **"[S2.6/14"** or **"S2.6/14]"**.
The tag for a ramp looks like this **"[R2.5/8.34"** or **"R2.5/8.34]"**.

Bottom of stair tag = **[S2.6/20.**
Top of stair tag = **S2.6/20].**

The placement of the tag is in the middle of the top, or bottom, of the stair / ramp.

Tip; capture the easy spaces first, like movement, storage rooms. Then capture the stairs. Fill in the spaces; make the level whole, no voids.

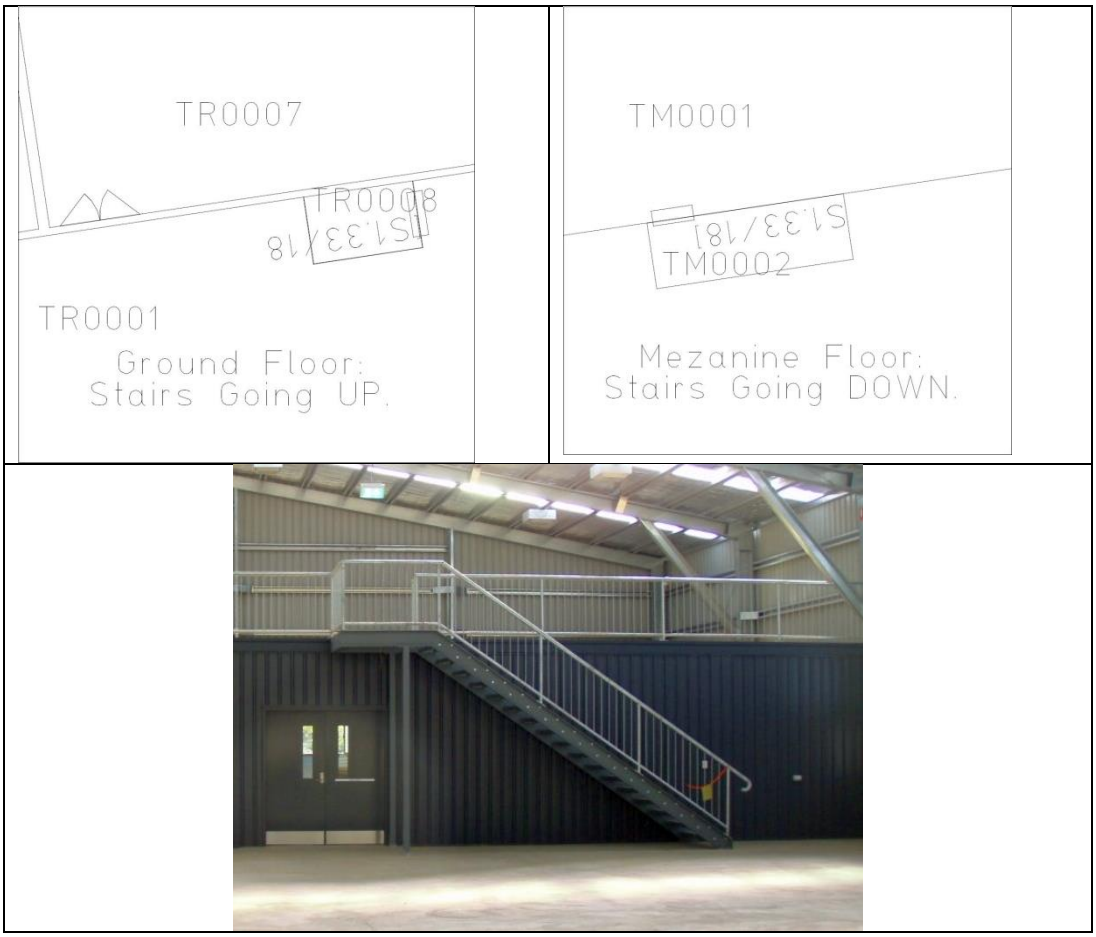
For stairwells, we have decided to show stair polygons for UP and DOWN, see below.



Also see "Stair Reference Guide" SUM0422.pdf.

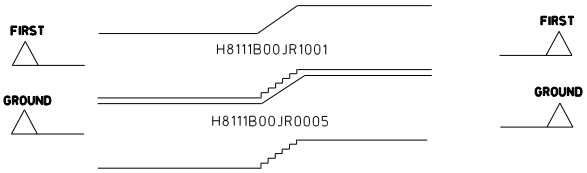
9.2 Stairs to a Mezzanine

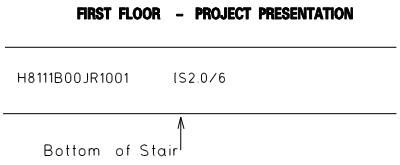
The stair polygons are shown with a two small polygons at the foot of the stair, about 2m long. Then a larger polygon for the rest of the stair.

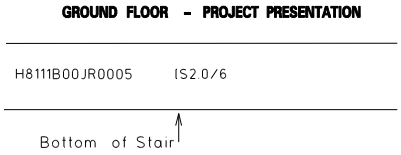


9.3 Stairs / Ramps on a Split Level Floor

Stairs and Ramps that provide access between changes in levels on the same floor, are to be shown as stair / ramp **tag** only. The symbol '**[**' depicting the centre **bottom** of the stair or ramp and the tag indicating the rising direction (going up).
'**S**' for stair and '**R**' for ramp.
The stair symbol will show the minimum width and the number of risers ([S2.0/6).
The ramp symbol will show the minimum width and the length of the ramp being symbolised ([R1.2/5.0).



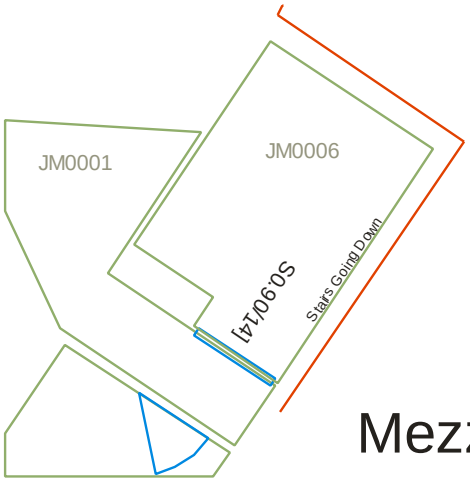




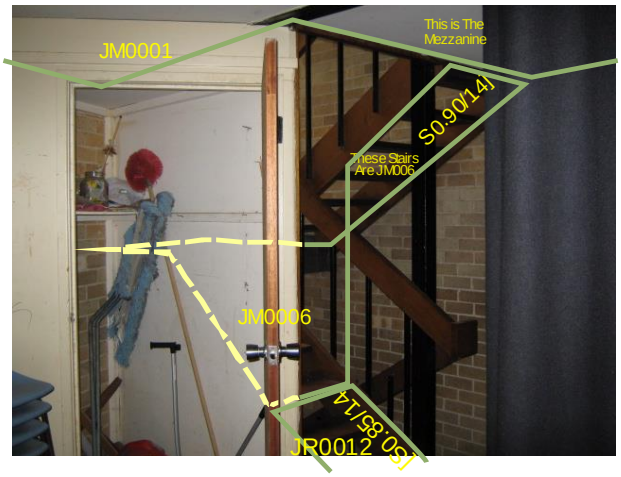
9.4 Ladders

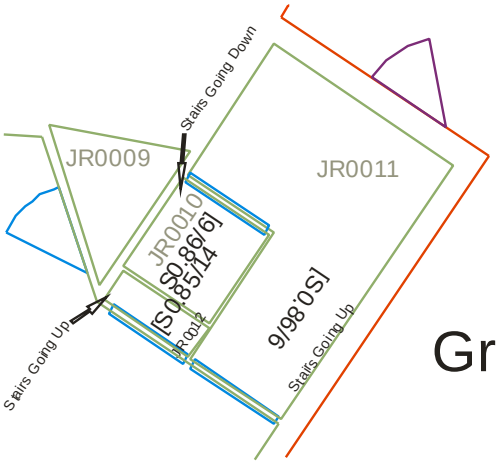
Ladders are only captured when they have hand rails.
The two stair polygons are shown about the same size. Much like a mezzanine.

The following page has a real example, showing where the polygons are measured.

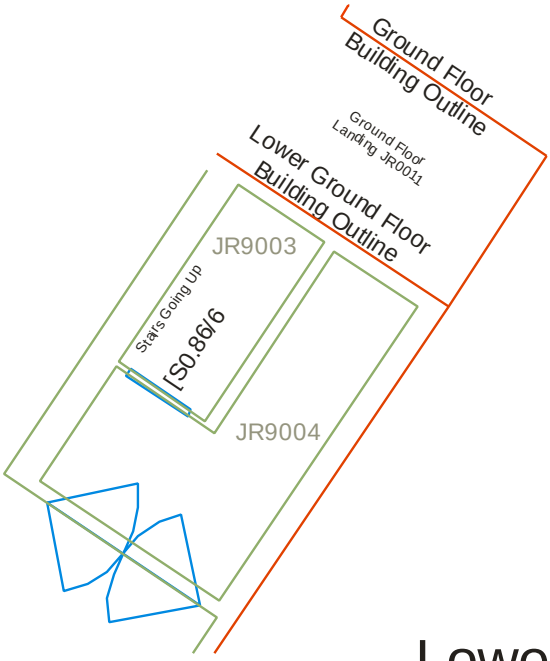


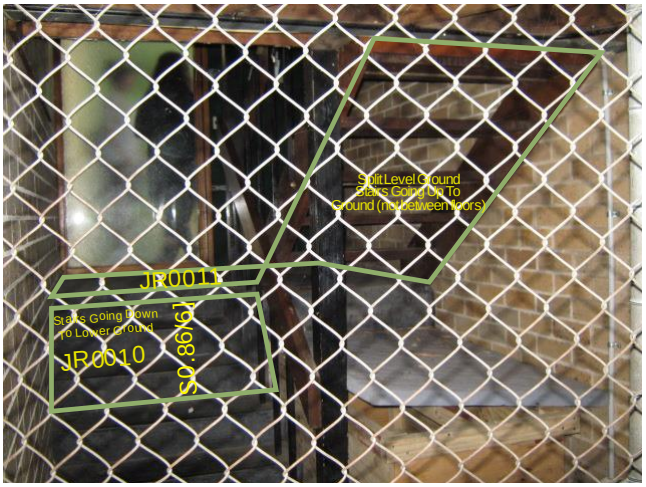
Mezzanine





Ground





Lower Ground

10 Stairs and Ramps, External (Schools)

The only truly external stairs and ramps are uncovered. Covered stairs and ramps would be within an external room.

10.1 Covered Definition

A covered structure will have a purpose built roof over it, to keep off the environmental elements.

Uncovered

Covered

10.2 Uncovered Stairs and Ramps

Uncovered stairs and ramps are captured with a **top** stair / ramp symbol "S1.8/6]".

10.3 Covered Stairs and Ramps not between floors

Covered stairs and ramps are captured with a **bottom** stair / ramp symbol within an external room, i.e. a movement area, [S1.8/6".

10.4 Covered Stairs and Ramps between floors

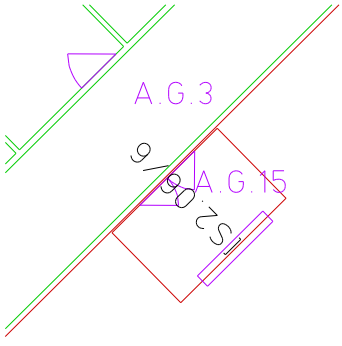
Stairs and Ramps between floors are to be shown as a polygon, at the bottom and top, representing the space occupied by the stairs at each level

11 Stairs and Ramps, External (TAFE)

The format for collection of stairs and ramps that abut buildings is set out below.

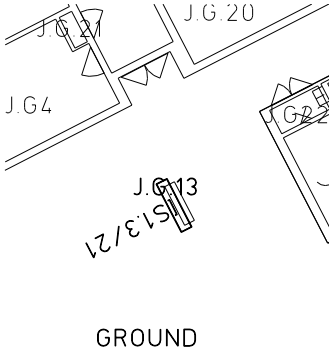
11.1 Covered Stairs / Ramp – Not Between Floors

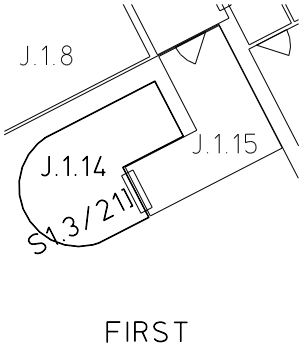
Where stairs / ramp are **covered** and the stairs **do not** provide access from one floor to another, the and stairs / ramp can be regarded as one polygon with a stair symbol shown at the bottom. Attribute data is to be collected.



11.2 Covered Stairs / Ramp – Between Floors

Where stairs / ramp **do** provide access from one floor to another they are to be shown as polygons, at the bottom and top, representing the space occupied by the stairs / ramp at each level. Attribute data is to be collected.





11.3 Uncovered Stair / Ramp - Not Between Floors

Where the stairs / ramp are **uncovered,** the stairs / ramp do **not** provide access from one floor to another, the stairs / ramp are shown, with a top of stair or ramp symbol, shown at the floor level that the stairs or ramp access.

11.4 Uncovered Stair / Ramp – Between Floors

Where the and stairs / ramp are **uncovered**, the stairs / ramp **do** provide access from one floor to another and the stairs / ramp should be regarded as separate rooms with a stair / ramp symbol shown as with internal rooms, at the floor at which they occur. Attribute data is to be collected with the ceiling material shown as **"OP"**

Care should be taken to represent the true area occupied by the external stairs / ramp. As polygons are shown at each level, duplication of the same area should be avoided.

12 Lifts

12.1 Lifts (Schools)

Lift rooms are to be shown at Ground Floor only and room attribute data is to be collected. The lift is then to be depicted at each other level it accesses by **TEXT** only (LIFT). The doors accessing the lift at all other levels are to be shown in the adjoining room.
Accuracy: ≥95% positional, ≥99% dimensional, category B.

12.2 Lifts (TAFE)

Lift rooms are shown at Every Floor and attribute data is to be collected. The doors accessing the lift at that level are to be shown in the adjoining room.
Accuracy: ≥95% positional, ≥99% dimensional, category B.

13 Water Filtration Units

Filtration units for the external water tanks are to be shown. These may not necessarily be co-located with the water tank and may be internal. A cross with the text "WFU" is to be shown.
Accuracy: ≥90% positional, category E.

14 Building - Attribute Data Definitions

Definitions apply to TAFE Colleges and Schools except where otherwise defined or described.

14.1 Building Identifier

The Building Identifier is the unique identifier for each building within the **School Site** or the **TAFE Campus**.

The Building Identifier should reflect the building numbering system used locally by the TAFE Institute/SCHOOL (discuss with the nominated Institute/School Officer if necessary).

Where this will cause duplication with an existing Building or a building that has been deleted from the site being updated, the Building Identifier should be suffixed by the next available numeric value.

e.g. A or 5 Or where building A or 5 already exists: A1 or 51

Note: TAFE data is collected on a site basis. It will not be possible for the Data Capture Consultant to determine that a new building entity on a site is not in use on another site within the Campus. The building identifier selected by the Data Capture Consultant may be altered by NSW Public Works prior to the sign off where conflict within the Campus occurs.

14.2 Local Building Name (TAFE only)

Record the name of the building as it is known locally.

Eg. FRED SMITH BUILDING

14.3 Building Ground Floor Naming

All Buildings have at least a Ground Floor.
The Ground Floor is the main walk-in level from a natural surface level.
If there is more than one, main walk-in entrance, choose the larger one.

14.4 Building Category / Style

14.4.1 TAFE

The TAFE Building Category is defined by a Code as set out below.

CODE	CATEGORY
CF	CONCRETE FRAMED
DE	DEMOUNTABLE
LB	LOAD BEARING BRICK
LF	LIGHTWEIGHT FRAMED AND CLAD
NC	NON CLASSIFIED
SF	STEEL FRAME
ST	SANDSTONE & TIMBER
TF	TIMBER FRAMED
ZZ	DELETED

14.4.2 Schools

At the moment there is just a list of three predefined styles **CDR**, **MDR** and **BDR** (smaller version of MDR) designs.
Below are some images to help.

CDR

MDR

Bolwarra Public School Photo of building B00H_1 (Loaded 18/03/14) Close

BDR

The full SCHOOL Building Style is defined by the text descriptions listed below.

Building Style	High	Public
14 CORE CANTEEN	×	✓
14 CORE HALL	×	✓
14 CORE LIN LIB MDR	×	✓
14 CORE LIN LIBRARY	×	✓

Building Style	High	Public
K PLAN	×	✓
KIT LIBRARY	×	✓
LETHBRIDGE	×	✓
LIB LAB	✓	×

14 CORE SQ CANTEEN	×	✓
14 CORE SQ HALL	×	✓
14 CORE SQ LIB	×	✓
21 CORE LIN CANTEEN	×	✓
21 CORE LIN LIBRARY	×	✓
21 CORE LINEAR HALL	×	✓
21 CORE SQ CANTEEN	×	✓
21 CORE SQ LIBRARY	×	✓
21 CORE SQUARE HALL	×	✓
3C ADMIN/LIB MDR NOM	×	✓
7 CORE CANTEEN	×	✓
7 CORE HALL	×	✓
7 CORE LIBRARY CDR	×	✓
7 CORE LIBRARY MDR	×	✓
ASSEMBLY HALL	✓	×
BDR HOMEBASE	×	✓
BDR LIBRARY	×	✓
BINI DOME	✓	×
BV60	×	✓
CDR	×	✓
DELETED	✓	✓
DOUBLE CLASSROOM CDR	×	✓
DOUBLE CLASSROOM MDR	×	✓
DOUGHNUT	✓	×
HAWKESLEY	×	✓
HSDR1	✓	×

LIBRARY	✓	×
MDR APB	×	✓
MDR BENDIGO	✓	✓
MDR GROVE	×	✓
MDR NOMAD	✓	✓
MDR TOILET	✓	✓
MONOCRETE	✓	✓
MULTI PURPOSE CENTRE	✓	×
MULTI PURPOSE HALL	✓	×
NC KIT	×	✓
OLD WEATHERBOARD	×	✓
OTHER	✓	✓
RABONG KIT	×	✓
RAILWAY CARRIAGE	✓	✓
SLC	✓	×
SPEC BRIEF CLASSROOM	×	✓
SPEC BRIEF LIB/CLASS	×	✓
SPECIAL BRIEF HALL	×	✓
SPECIAL BRIEF LIB	×	✓
STUDY 2/2A	✓	×
STUDY 3	✓	×
TIMBER FIXED	×	✓
TIMBER PORTABLE	✓	✓
TYPE 1 HALL	×	✓
VAN DER STEIN	×	✓
WYNDHAM	✓	×

14.5 Major Building Function (High Schools only)

This is the main current usage for the building. This should be obtained during discussions with the Principal. A maximum of two major building functions is allowable e.g. if Music and Art are the major functions then MUSIC/ART should be shown.

14.5.1 High Schools

ADMINISTRATION	OTHER - COMMUNITY USE
AGRICULTURAL SCIENCE	OTHER - DSE ADMIN
ART	OTHER - MUSEUM
BUILDING SERVICES	OTHER - TAFE
COMPUTER LEARNING	OTHER - VACANT
ELECTRICAL SERVICES	PERFORMING ARTS
GENERAL LEARNING	PHYSICAL EDUCATION
INTENSIVE ENGLISH CENTRE	PUPIL FACILITIES
LIBRARY	RESIDENTIAL FACILITIES
MECHANICAL SERVICES	SCIENCE
MULTI PURPOSE FACILITIES	SENIOR LEARNING
MUSIC	STAFF FACILITIES
OTHER	SUPPORT UNIT (IS)
OTHER - AFTER SCHOOL CARE	TECHNOLOGICAL & APPLIED STUDIES
OTHER - COMMERCIAL	TIERED LEARNING

Data shown in brackets is for information purposes only and does not form part of the usage code.

* Exceptions must be noted in the Consultant Report

** Technological & Applied Studies (TAS) replaces Home Economics and Industrial Arts

14.6 Major Building Function (Public Schools only)

This is the main current usage for the building. This should be obtained during discussions with the Principal. A maximum of two major building functions is allowable e.g. if Music and General Learning are the major functions then MUSIC/GENERAL LEARNING should be shown.

14.6.1 Public Schools

ADMINISTRATION	OTHER - COMMUNITY USE
BUILDING SERVICES	OTHER - DSE ADMIN
COMMUNAL FACILITIES	OTHER - MUSEUM
ELECTRICAL SERVICES	OTHER - NON-GOVT PRE-SCHOOL
GENERAL LEARNING	OTHER - TAFE
INTENSIVE ENGLISH CENTRE	OTHER - VACANT
LIBRARY	PRE-SCHOOL FACILITIES
MECHANICAL SERVICES	PUPIL FACILITIES
MUSIC	RESIDENTIAL FACILITIES
OTHER	SPECIAL PURPOSE (CRAFT, ART, SCIENCE, TAS ETC)
OTHER - AFTER SCHOOL CARE	STAFF FACILITIES
OTHER - COMMERCIAL	SUPPORT UNIT (M,P,S)
	TIERED LEARNING

NOTE: Major building functions for Central Schools must be taken from the appropriate High School or Public School and is to be placed in the appropriate field.

When a building has been partly destroyed by fire or the internals have been totally refurbished it will be necessary to collect a new Building functionality.

14.7 Number of Storeys (Schools only)

Record the total number of floors within the building including basements.

14.8 Main External Material

Record the main external material from the Table of Materials Codes below and note whether it is painted or unpainted.

14.9 Secondary External Material

Record a secondary external material where appropriate from the Table of Materials Codes below and note whether it is painted or unpainted.

14.10 Main Roof Material

Record the predominant roof material from the Table of Materials Codes below.

14.11 Secondary Roof Material

Record a secondary roof material where appropriate from the Table of Materials Codes below.

14.12 Main Window Frame Material

Record the dominant window frame material for the building from the Table of Materials Codes below.

14.13 Secondary Window Frame Material

Record the secondary window frame material where appropriate from the Table of Materials Codes below.

15 Material Codes

The codes listed are to be used in the -
EXTERNAL FABRIC, ROOF, WINDOW FRAME, FLOOR COVERING, INTERNAL FABRIC AND CEILING FINISH
Fields in the ASCII files and the
ROAD AND PAVED SURFACE DESCRIPTIONS
In the relevant site element tags.

Fabric	Code		Fabric	Code
Acoustic Tile	AT		Oil	OL
Aluminium	AL		Open	OP
Bitumen	BI		Parquetry	PQ
Blockwork	BL		Particle Board	PA
Brickwork	BK		Paving Bricks	PV
Carpet	CA		Perforated Metal	PM
Cement Render	CR		Perspex (incl. Plastic and Polycarbonate)	PX
Central Heating	CH		Pineboard	PB
Ceramic Tile	TL		Plaster	PL
Concrete (incl. Pebblecrete)	CO		Plywood	PW
Concrete Tiles	CT		Sand	SD
Electric Off Peak	EO		Shadecloth (Mesh)	ME
Electric Radiant	ER		Slate	SL
Fabric	FA		Slow Combustion	SC
Fibre Sheeting	FS		Softfall	SF
Foil (Aluminium)	AF		Steel	ST
Gas	GS		Steel Mesh	SM
Glass	GL		Stone	SN
Gravel	GR		Terra-cotta Tile	TT
Gyprock	GY		Terrazzo	TZ
Marble	MA		Timber	TI
Masonite	MS		Unformed	UN
Membrane	MB		Vermiculite	VC
Metal Clad / Sheet	MC		Vinyl	VN
Mod-Grass	MG			

15.1 External Window Area (TAFE only)

Record an estimate of the total window area for a building.

15.2 Ceiling Height (School only)

Is best estimated as the internal height of the ground floor room of the building and is compulsory.

15.3 Disabled Access (TAFE only)

Record a “Y” where at least one entrance to the building has a clearance of more than 760mm does not have stairs. Where a ramp provides access to the building it must have a grade of less than 1:12 to record a “Y”.
Record an “N” where the entrance is less than 760 mm or access is only provided by stairs.

15.4 Sprinklers (TAFE only)

Record a “Y” where the building has a sprinkler system. If none, record an “N”.

15.5 Exit Signage (TAFE only)

Record a “Y” where the building generally has exit signage. If none, record an “N”.
Note: Once identified there is no requirement to check rooms within the building.

15.6 Emergency Lighting (TAFE only)

Record a “Y” where the building has emergency lighting. If none, record an “N”.
Note: Once identified there is no requirement to check rooms within the building.

15.7 Electronic Surveillance (Schools only)

Record a “Y” where the building has any form of electronic surveillance. If none, record an “N”.
Note: Once identified there is no requirement to check rooms within the building.

15.8 Year of Construction (Schools only)

Record the year of construction of the building.
Note: If no year of construction can be found the field is to be left blank. An estimate is not appropriate.

15.9 Building Identifier

This is what the building is known as locally e.g. A, BA,1 etc.

16 Room - Attribute Data Definitions)

Definitions apply to TAFE Colleges and Schools except where otherwise defined or described.

16.1 Room / Polygon Identifier

The Room Identifier is the unique identifier for each Room.
The identifier comprises: Building Letter/Number
Floor Number
Room Number

16.1.1 TAFE

16.1.1.1 Floor Number

The FLOOR NUMBER follows the convention set out below.

"M3"
"3"
"M2"
"2"
"M1"
"1"
"M"
"G" "GROUND"
"LM1"
"LG1"
"LM2"
"LG2"
"LM3"
"LG3"

Note: "M" indicates a mezzanine within that level.

16.1.2 Schools

16.1.2.1 Floor Number

The FLOOR NUMBER follows the convention set out below

Lower Ground Floor 2 : R8### (### represents the room number)
Lower Ground Floor 2 Mezzanine: M8###
Lower Ground Floor 1: R9###
Lower Ground Floor 1 Mezzanine: M9###
Ground Floor: R0###
Ground Level Mezzanine: M0###
First Floor: R1###
First Floor Mezzanine: M1###
Second Floor: R2###
Second Floor Mezzanine: M2###
Third Floor: R3###
Third Floor Mezzanine: M3###

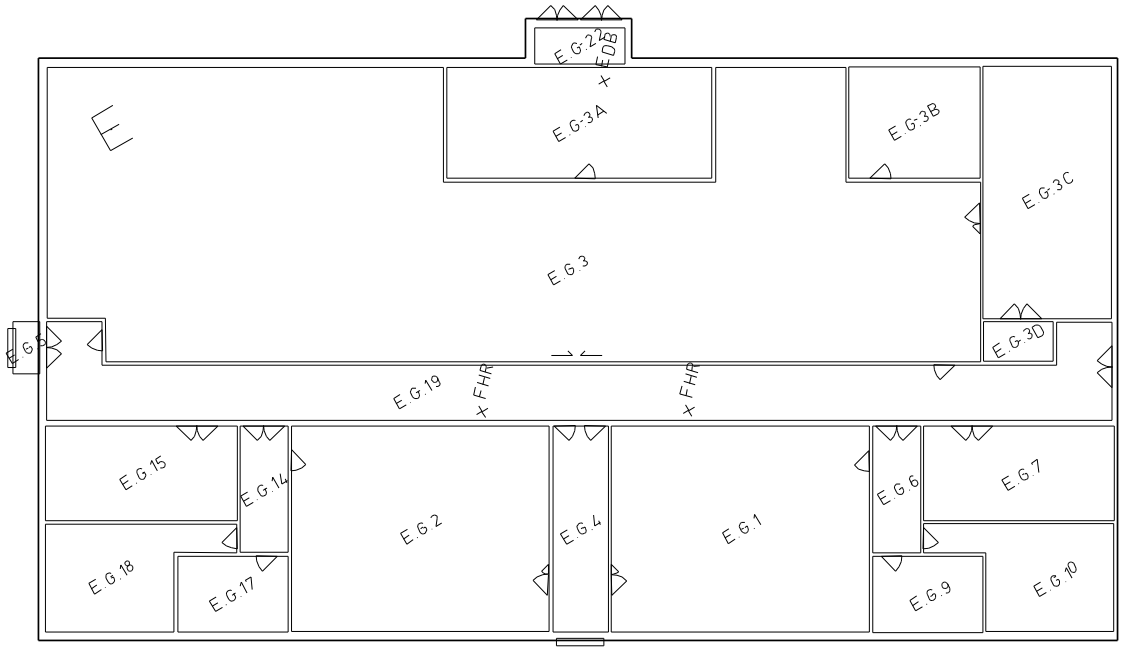
16.2 Local Room Name/Number

This is what is shown on the door. If no name or number exists then the field is to be left blank.

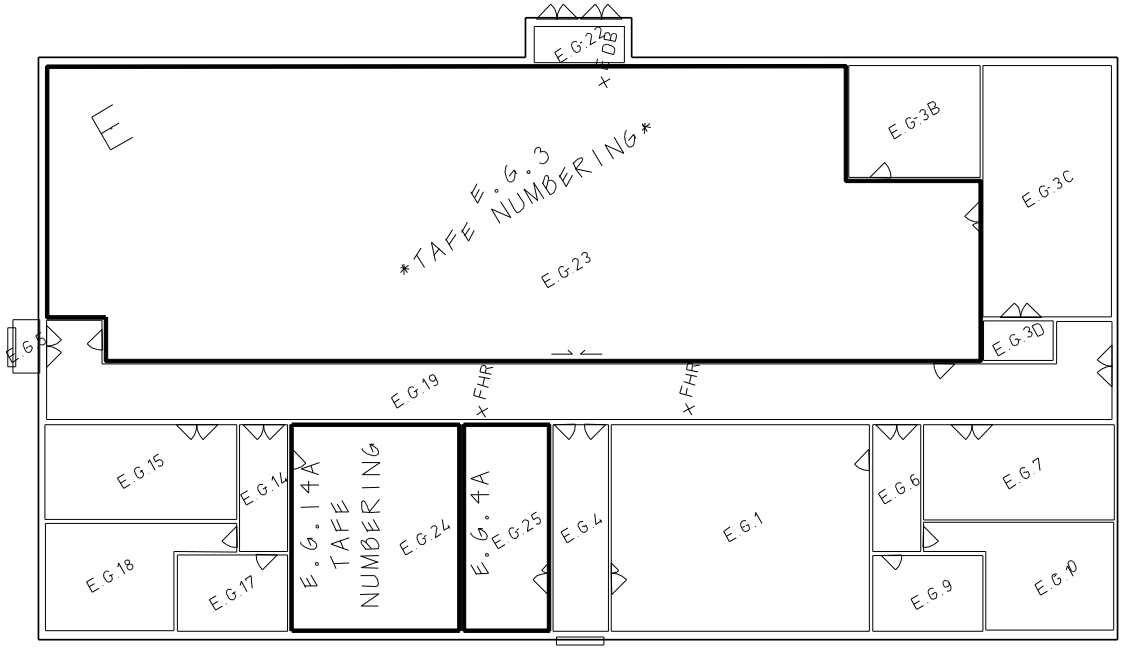
17 Data Capture Standards (TAFE / Schools)

TAFE /SCHOOL DATA CAPTURE STANDARDS

REMOVAL AND ADDITION OF ROOM RECORDS



BUILDING E BEFORE REFURBISHMENT



BUILDING E AFTER REFURBISHMENT

ROOMS 3 AND 3A HAVE BEEN RECORDED AS DELETED AS PARTITIONING HAS BEEN REMOVED AND ROOM 23 CREATED.ASCII WOULD SHOW FOR IDENTIFICATION
H8147.E.G.23,E.G.3,,,,,,,,,,,,,,,,,,E,G,3

ROOM 2 HAS BEEN DELETED HAVING BEEN DIVIDED INTO ROOMS 24 AND 25.
ASCII WOULD SHOW FOR IDENTIFICATION
H8147.E.G.24,E.G.14A,,,,,,,,,,,,,,,,,,E,G,14A
H8147.E.G.25,E.G.4A,,,,,,,,,,,,,,,,,,E,G,4A

17.1 Room Usage (High Schools only)

This is the current usage at the time of field inspection. If the Consultant encounters a room that has a usage not on the list supplied, then it should be noted as "OTHER'.A brief explanation of its use should be made in the Consultant Report. This will generate an error message for the ATTRIBUTE data. NSW Public Works will investigate the room usage.
A photograph is required for any room classified as "OTHER".
Use the major Building Function as a guide. Discussion with the School representative may resolve any problem rooms where usage is unclear.

17.2 Room Usage (TAFE only)

Determine the room usage using the schedule provided.

17.3 Room Usage (Public Schools only)

This is the current usage at the time of field inspection. If the Consultant encounters a room that has a usage not on the list supplied, then it should be noted as "OTHER'. A brief explanation of its use should be made in the Consultant Report. This will generate an error message for the ATTRIBUTE data. NSW Public Works will investigate the room usage.
A photograph is required for any room classified as "OTHER".
Use the major Building Function as a guide. Discussion with the School representative may resolve any problem rooms where usage is unclear.

17.4 Major Internal Material

Select the correct material from the supplied Table of Materials Codes and also note whether it is painted or unpainted e.g. GY/P. The 'OP', open material code is almost useless code; only use it when there is nothing. For example a stage in a hall, the back wall is plywood and the stage is surrounded by a steel rail, so the major and minor material codes would be PW/P & ST/U.

17.5 Secondary Internal Material

If there is a significant secondary internal material it should be collected and also note whether it is painted or unpainted e.g. GL/U.

17.6 Ceiling Material

Note the predominant type of material and select the correct code from the supplied Table of Material Codes.

17.7 Ceiling Height

Measure between the normal finished floor and prevailing ceiling height of the room. Where there is no full ceiling, measure to the underside of the prevailing lighting or service grid level. If there is a raked floor or ceiling measure from the lowest floor level to the highest ceiling level.
Required in building report for schools e.g. ground floor to first floor ceiling.
Required in every room for TAFE's.

17.8 Floor Covering

Refer to the supplied Table of Material Codes to indicate the predominant floor covering for each room.

17.9 Window Area

An estimate of the total window area for each room is to be determined. If a door contains glass panelling then this is to be included.

17.10 Disabled Access (TAFE only)

The same rules apply as shown for Building ATTRIBUTE Data. If the building does not have disabled access to upper or lower floors, then each room on those levels will not have disabled access. A "Y" or "N" is required.

17.11 Electronic Surveillance (TAFE only)

Note if the room has any form of electronic surveillance. A "Y" or "N" is required.

17.12 Air Cooling

Note which category from the following is the appropriate air cooling for the room.

D	Ducted Air Conditioning
E	Ducted Evaporative Cooling
SD	Split System - Dept
SS	Split System – Sch
W	Window Unit
None	Leave field vacant

The Principal of the School should be consulted where a Split System is found to determine whether it was supplied by the Department or funded by the School.

17.13 Number of Workstations (TAFE only)

This is the total number of chairs/tables that are set up for teaching purposes within a room at the time of inspection. The Teacher workstation is to be included.

17.14 Dust Extraction (Schools only)

Note whether the room has DUCT, FAN or NONE (N). Examples of rooms where these may be found are Design Technology L.S., Materials Technology L.S. and Wood Technology areas.

17.15 Fume Extraction (Schools only)

There are 3 forms of fume extraction in school rooms: -

i) Fume cupboards - usually found in Science preparation rooms and comprise enclosures which are mounted on benches and which contain gas, electricity and water services as well as ducted fume extraction. These are not to be measured or shown.

ii) Exhaust cabinets - enclosures which are also bench-mounted, usually located in Science Learning Spaces and have fume extraction only. They do not contain the services and safety switching devices of fume cupboards.

iii) Mechanical exhaust systems - simple fume extraction units comprising a fan and ducting, which can be located in dark rooms, chemical stores, hot metal areas and duplicating rooms.

Examples of rooms where these may be found are Clerical Office/Workrooms, Toilets, Darkrooms, Chemical Stores, Breeding areas, Plant spaces, Sick Bays, Laundries, Kiln Spaces, Welding areas, Laboratories, Preparation rooms and Materials Technology L.S. areas

For Kiln Spaces, “EXT” instead of “FAN” or “DUCT” should be noted if there is ducting to an external wall.

For Laboratories and Preparation Rooms the ATTRIBUTE data must include the following:

S : Services available (in a fume cupboard or cabinet)
U : No services available (in a fume cupboard or cabinet)
O : On/Off switch found for extraction system (in a fume cupboard or cabinet).
N : On/Off switch **not** found for extraction system (in a fume cupboard or cabinet).

MANY OF THESE ROOMS WILL BE SERVED BY A MECHANICAL EXHAUST ONLY.

Examples:

(1) A fume cabinet in a laboratory with a ducted system, services and power to an extraction unit would be shown as:
.....,DUCT/SO,

(2) A Laboratory with a mechanical exhaust fan in a window would be shown as:
......,FAN,

17.16 Heater Types (Schools only)

In every room the Consultant should search for permanent heaters.
The entry should be the type of heater that exists in the room e.g. GS for GAS, OL for OIL etc.

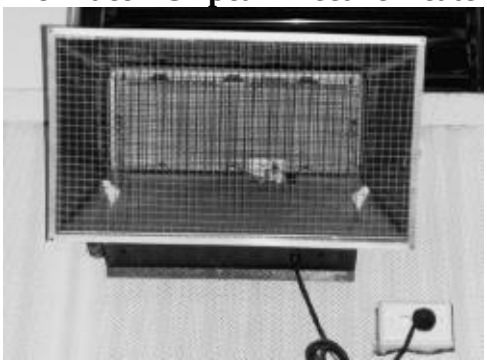
17.16.1 Examples of Room Heaters

****

Old Styles Gas Heater

Modern Low Nox Gas Convection Heater

Thermacon Offpeak Electric Heater



Gas Radiant Heater with Electric Start

Thermolator Gas Convection Heater

Electric Fan Convection Heater

High-mounted Electric Fan Convection Heater

Abrev	Description
CH	Central Heating
EO	Electric Off Peak
ER	Electric Radiant
GS	Gas
OL	Oil
SC	Slow Combustion

17.17 Shower Cubicles

The number of shower cubicles must be counted in every room they occur.

17.18 Toilet Bowls

The number of bowls must be counted in all toilets.

17.19 Urinals

The number of urinals per room must be counted. The total length of the urinals must also be measured to the nearest 0.1m and recorded. If there are three urinals each of 1.5 then the entry will be 3/ 4.5. Where the urinals are wall mounted the count will be for each individual unit and the individual widths totalled.

17.20 Category 5 Cabling (Schools only)

Note whether the room has RJ45 Computer Cabling sockets. A “Y” or “N” is required.

17.21 Building Identifier

This is what the building is known as locally.

17.22 Floor Identifier

This is the floor level as it is known locally.

17.23 Room Identifier

This is the local room number or the number allocated by the FDCC.

18 Room Usages – Permanent Buildings

Usage	Public	Infants	Special	Central	High	TAFE
Aboriginal Resource Centre	✓	✓	✓	✓	✓	✓
Access Shower/Toilet	✓	✓	✓	✓	×	×
Access Shower/Toilet/Change	✓	✓	✓	✓	×	×
Access Staff Shower/Toilet	×	×	✓	✓	✓	×
Access Student Shower/Toilet/Change	×	×	✓	✓	✓	×
Adjoining School	✓	✓	✓	✓	✓	✓
Administration - Clerical	×	×	✓	✓	✓	×
Administration - Executive	×	×	✓	✓	✓	×
Advanced Techniques	×	×	×	×	×	✓
Aerobics Training Room	×	×	×	×	×	✓
Agriculture Covered Area	×	×	✓	✓	✓	×
Aircraft - Airframe & Engine	×	×	×	×	×	✓
Aircraft - Avionics	×	×	×	×	×	✓
Aircraft - Structures/Mechanical/Avionics	×	×	×	×	×	✓
Airlock Store	×	×	×	×	×	✓
Ancillary Staff	×	×	✓	✓	×	×
Animal Science	×	×	×	×	×	✓
Animal Space	×	×	✓	✓	✓	×
Animal Technology	×	×	×	×	×	✓
Apparatus Storage	×	×	✓	✓	✓	×
Apparatus Store	×	×	✓	✓	✓	×
Applied Heat	×	×	×	×	×	✓
Aquaculture Workroom	×	×	×	×	×	✓
Archive Store	×	×	✓	✓	✓	×
Arena	×	×	×	×	×	✓
Art - Drawing	×	×	×	×	×	✓
Art - Painting	×	×	×	×	×	✓
Art - Printmaking	×	×	×	×	×	✓
Art - Sculpture	×	×	×	×	×	✓
Art Entry/Display	×	×	✓	✓	×	×
Art Learning Space	×	×	✓	✓	×	×
Art Outdoor Area	×	×	✓	✓	×	×
Audio Visual Workroom	×	×	✓	✓	×	×
Autobody Refinishing	×	×	×	×	×	✓
Autobody Repair	×	×	×	×	×	✓
Automotive - Electrical System	×	×	×	×	×	✓
Automotive - Heavy Engine Running	×	×	×	×	×	✓
Automotive - Hydraulics Systems	×	×	×	×	×	✓
Automotive - Light Engine Running	×	×	×	×	×	✓
Automotive - Mechanical Systems	×	×	×	×	×	✓
Baking	×	×	×	×	×	✓
Bar	×	×	×	×	×	✓
Barbeque Terrace (Internal)	×	×	×	×	×	✓
Barrel Store	×	×	×	×	×	✓
Bathroom	×	×	×	×	×	✓
Battery Charger	×	×	×	×	×	✓
Beauty Therapy	×	×	×	×	×	✓
Biochemistry Workroom	×	×	×	×	×	✓
Biology Workroom	×	×	×	×	×	✓
Biomethods Workroom	×	×	×	×	×	✓
Blacksmithing	×	×	×	×	×	✓
Boat And Ship Building	×	×	×	×	×	✓

Usage	Public	Infants	Special	Central	High	TAFE
Boilermaking	×	×	×	×	×	✓
Botany Workroom	×	×	×	×	×	✓
Botany/Zoology	×	×	✓	✓	✓	×
Breakout Area	✓	✓	✓	✓	×	×
Brick Cutting	×	×	×	×	×	✓
Bricklaying	×	×	×	×	×	✓
Building Services	×	×	×	×	×	✓
Bulk Store	×	×	✓	✓	✓	×
Cabinet Making	×	×	×	×	×	✓
Cafeteria	×	×	×	×	×	✓
Call Off	×	×	×	×	×	✓
Canteen	✓	✓	✓	✓	×	×
Canteen Covered Area	✓	✓	✓	✓	×	×
Canteen Kitchen	×	×	×	×	×	✓
Canteen Office/Store	✓	✓	✓	✓	×	×
Canteen/Kiosk	×	×	×	×	×	✓
Careers Advisers Office	×	×	✓	✓	✓	×
Carpentry And Joinery	×	×	×	×	×	✓
Cellar	×	×	×	×	×	✓
Ceramic Tile Cutting	×	×	×	×	×	✓
Ceramics	×	×	×	×	×	✓
Chair Store	×	×	✓	✓	✓	✓
Chair Storeroom	✓	✓	✓	✓	×	✓
Chair Storeroom	×	×	✓	✓	✓	✓
Chair Storeroom	×	×	×	×	×	✓
Change	×	×	✓	✓	✓	×
Change Room - Female	×	×	×	×	×	✓
Change Room - Male	×	×	×	×	×	✓
Change Room - Unisex	×	×	×	×	×	✓
Chemical And Biological Instrumentation	×	×	×	×	×	✓
Chemical Instrumentation	×	×	×	×	×	✓
Chemical Store	×	×	✓	✓	✓	×
Chemistry	×	×	×	×	×	✓
Child Care Centre	✓	✓	✓	✓	✓	✓
Child Care Centre	×	×	×	×	×	✓
Circulation	×	×	×	×	×	✓
Class Tools Storage	×	×	✓	✓	✓	×
Cleaning Distributed Store	✓	✓	✓	✓	×	×
Cleaning Store - Distributed	×	×	✓	✓	✓	×
Cleaning Supplies	✓	✓	✓	✓	×	×
Cleaning Supplies Store	×	×	✓	✓	✓	×
Clerical Office	✓	✓	✓	✓	×	×
Clerical Office - Pre	✓	✓	✓	✓	×	×
Clerical Office/Workroom	✓	✓	✓	✓	×	×
Clerical/Printing	✓	✓	✓	✓	×	×
Clinic	×	×	✓	✓	×	×
Clinic - Boys	×	×	✓	✓	✓	×
Clinic - Girls	×	×	✓	✓	✓	×
Clinical Dentistry	×	×	×	×	×	✓
Clinical Nursing	×	×	×	×	×	✓
Clinic-Toilets	×	×	✓	✓	×	×
Clinic-Waiting	×	×	✓	✓	×	×
Commercial Hairdressing Salon	×	×	×	×	×	✓
Commonroom	×	×	✓	✓	×	×

Usage	Public	Infants	Special	Central	High	TAFE
Communal Space	✓	✓	✓	✓	×	×
Communal/Performance Store	✓	✓	✓	✓	×	×
Communication Space	×	×	✓	✓	✓	×
Communications Cupboard	✓	✓	✓	✓	✓	×
Communications Room	✓	✓	✓	✓	×	×
Community Clinic	✓	✓	✓	✓	×	×
Community Languages	✓	✓	✓	✓	✓	×
Component Cleaning	×	×	×	×	×	✓
Computer - Communications	×	×	×	×	×	✓
Computer Assembly	×	×	×	×	×	✓
Computer Learning Space	×	×	✓	✓	✓	×
Computer Numerical Control	×	×	×	×	×	✓
Computer Numerical Control Machining	×	×	×	×	×	✓
Computer Resource	×	×	✓	✓	×	×
Computer Room	✓	✓	✓	✓	✓	×
Computer Software Applications General	×	×	×	×	×	✓
Computer Software Applications Specialised	×	×	×	×	×	✓
Computer Store	×	×	✓	✓	✓	×
Concrete Testing Workroom	×	×	×	×	×	✓
Conference Room	×	×	×	×	×	✓
Control Room	×	×	✓	✓	✓	×
Covered Area	×	×	✓	✓	×	×
Covered Carpark	×	×	×	×	×	✓
Covered Outdoor Learning Area	✓	✓	✓	✓	×	×
Covered Outdoor Learning Area - M	✓	✓	✓	✓	×	×
Covered Outdoor Learning Area - P	✓	✓	✓	✓	×	×
Covered Outdoor Learning Area - Pre	✓	✓	✓	✓	×	×
Covered Outdoor Learning Area - S	✓	✓	✓	✓	×	×
Covered Outdoor Space	×	×	✓	✓	✓	×
Covered Vehicle Area/Porte Cochere	✓	✓	✓	✓	✓	✓
Craft Room	✓	✓	✓	✓	✓	×
Craft Store	✓	✓	✓	✓	✓	×
Dark Room	×	×	✓	✓	✓	×
Darkroom Space	×	×	✓	✓	×	×
DELETED	✓	✓	✓	✓	✓	✓
Demountable Platform	×	×	✓	✓	✓	×
Dental Clinic	✓	✓	✓	✓	✓	✓
Dental Technology	×	×	×	×	×	✓
Deputy Principal	✓	✓	✓	✓	×	×
Deputy Principal - Type 1	✓	✓	✓	✓	×	×
Deputy Principal - Type 2	✓	✓	✓	✓	×	×
Deputy Principal Office	×	×	✓	✓	✓	×
Design - Photography	×	×	×	×	×	✓
Design L.S.	×	×	✓	✓	×	×
Design/Technology L.S.	×	×	✓	✓	×	×
Diesel	×	×	×	×	×	✓
Diesel Fuel Systems	×	×	×	×	×	✓
Dining Room	×	×	×	×	×	✓
Disabled Shower/Toilet	✓	✓	✓	✓	×	×
Disabled Toilet	✓	✓	✓	✓	×	×
Dish Wash	×	×	×	×	×	✓
Distance Education Centre	✓	✓	✓	✓	✓	×
Distribution & Transmission	×	×	×	×	×	✓

Usage	Public	Infants	Special	Central	High	TAFE
Distribution Board	✓	✓	✓	✓	×	×
Distribution Board Cupboard	×	×	✓	✓	✓	×
Diversional Therapy	×	×	×	×	×	✓
Dorm Monitors Room	✓	✓	✓	✓	✓	×
Dormitory	✓	✓	✓	✓	✓	×
Drainlaying Yard	×	×	×	×	×	✓
Drawing Room	×	×	×	×	×	✓
Drinking Facilities	✓	✓	✓	✓	×	×
Drying Room	×	×	×	×	×	✓
Duplicating Workroom	✓	✓	✓	✓	×	×
Dust Extraction Space	×	×	✓	✓	✓	×
Duty Room	✓	✓	✓	✓	✓	×
Dynamics	×	×	×	×	×	✓
Dynamometer - Chassis - Heavy	×	×	×	×	×	✓
Dynamometer - Chassis - Heavy/Light	×	×	×	×	×	✓
Dynamometer - Chassis - Light	×	×	×	×	×	✓
Dynamometer - Engine - Heavy	×	×	×	×	×	✓
Dynamometer - Engine - Heavy/Light	×	×	×	×	×	✓
Dynamometer - Engine - Light	×	×	×	×	×	✓
Dynamometer - Engine & Chassis - Light	×	×	×	×	×	✓
E.S.L.	✓	✓	✓	✓	✓	×
Educational Office - Multi Teacher	×	×	×	×	×	✓
Electrical/Electronics Learning Centre	×	×	×	×	×	✓
Electrical/Electronics/Refrig Lt Duty Wk Area	×	×	×	×	×	✓
Electroplating	×	×	×	×	×	✓
Entry	×	×	✓	✓	×	×
Entry Vestibule	✓	✓	✓	✓	×	×
Equipment Cleaning	×	×	×	×	×	✓
Exhibition Space	×	×	×	×	×	✓
External Child Care Centre Area	×	×	×	×	×	✓
External Covered Cafeteria	×	×	×	×	×	✓
External Covered Car Park	×	×	×	×	×	✓
External Covered Flammable Goods	×	×	×	×	×	✓
External Covered Flammable Goods Store	×	×	×	×	×	✓
External Covered Loading Bay	×	×	×	×	×	✓
External Covered Movement Area	×	×	×	×	×	✓
External Covered Plant	×	×	×	×	×	✓
External Covered Ramp	×	×	×	×	×	✓
External Covered Staff Amenity	×	×	×	×	×	✓
External Covered Stair	×	×	×	×	×	✓
External Covered Store	×	×	×	×	×	✓
External Covered Student Amenity	×	×	×	×	×	✓
External Exhibition Space	×	×	×	×	×	✓
External Learning Area	×	×	×	×	×	✓
External Learning Area - Aquaculture Ponds	×	×	×	×	×	✓
External Learning Area - Arts/Crafts	×	×	×	×	×	✓
External Learning Area - Cattle Yards	×	×	×	×	×	✓
External Learning Area - Child Studies	×	×	×	×	×	✓
External Learning Area - Cooling Tower	×	×	×	×	×	✓
External Learning Area - Field	×	×	×	×	×	✓
External Learning Area - Field Station	×	×	×	×	×	✓
External Learning Area - Fisheries Ponds	×	×	×	×	×	✓

Usage	Public	Infants	Special	Central	High	TAFE
External Learning Area - Horse Riding Arena	×	×	×	×	×	✓
External Learning Area - Hospitality	×	×	×	×	×	✓
External Learning Area - Kiln	×	×	×	×	×	✓
External Learning Area - Metal Trades	×	×	×	×	×	✓
External Learning Area - Nursery	×	×	×	×	×	✓
External Learning Area - Orchard	×	×	×	×	×	✓
External Learning Area - Performance Space	×	×	×	×	×	✓
External Learning Area - Plumbing	×	×	×	×	×	✓
External Learning Area - Rigging	×	×	×	×	×	✓
External Learning Area - Scaffolding	×	×	×	×	×	✓
External Learning Area - Sheep Yards	×	×	×	×	×	✓
External Learning Area - Teaching Space	×	×	×	×	×	✓
External Learning Area - Vehicle Trades	×	×	×	×	×	✓
External Learning Area - Vineyard	×	×	×	×	×	✓
External Learning Area - Winery	×	×	×	×	×	✓
External Learning Area - Wool	×	×	×	×	×	✓
External Stairs	✓	✓	✓	✓	✓	✓
External Uncovered Cafeteria	×	×	×	×	×	✓
External Uncovered Carpark	×	×	×	×	×	✓
External Uncovered Flammable Goods Store	×	×	×	×	×	✓
External Uncovered Loading Bay	×	×	×	×	×	✓
External Uncovered Movement Area	×	×	×	×	×	✓
External Uncovered Plant	×	×	×	×	×	✓
External Uncovered Ramp	×	×	×	×	×	✓
External Uncovered Staff Amenity	×	×	×	×	×	✓
External Uncovered Stair	×	×	×	×	×	✓
External Uncovered Store	×	×	×	×	×	✓
External Uncovered Student Amenity	×	×	×	×	×	✓
External Washing Area	×	×	×	×	×	✓
Extnl Learning Area - Artificial Insemination	×	×	×	×	×	✓
Extnl Learning Area - Carpentry And Joinery	×	×	×	×	×	✓
Extnl Learning Area - Standout Area (Plants)	×	×	×	×	×	✓
Farm Mechanics	×	×	×	×	×	✓
Farm Technology	×	×	×	×	×	✓
Farriery	×	×	×	×	×	✓
Fashion Practical Training Area	×	×	×	×	×	✓
Fashion Workroom	×	×	×	×	×	✓
Feed Store	×	×	×	×	×	✓
Fibreglass Reinforced Plastic	×	×	×	×	×	✓
Fibrous Plaster	×	×	×	×	×	✓
Film & Television Dubbing Suite	×	×	×	×	×	✓
Film & Television Editing	×	×	×	×	×	✓
Film & Television Studio	×	×	×	×	×	✓
Film Contacting	×	×	×	×	×	✓
Film Planning	×	×	×	×	×	✓
First Aid	×	×	✓	✓	✓	×
First Aid Room	×	×	×	×	×	✓
Fitness Laboratory	×	×	✓	✓	✓	×

Usage	Public	Infants	Special	Central	High	TAFE
Fitness Store	×	×	✓	✓	✓	×
Fitness Testing Room	×	×	×	×	×	✓
Fitting	×	×	×	×	×	✓
Fitting And Machining Workshop	×	×	×	×	×	✓
Fixed Engines	×	×	×	×	×	✓
Flat Glass	×	×	×	×	×	✓
Floor And Wall Tiling	×	×	×	×	×	✓
Floor Covering	×	×	×	×	×	✓
Fluid Power	×	×	×	×	×	✓
Food Technology L.S.	×	×	✓	✓	×	×
Food Technology Workroom	×	×	×	×	×	✓
Food/Research Space	×	×	✓	✓	×	×
Footwear	×	×	×	×	×	✓
Formal Lease Agreement	✓	✓	✓	✓	✓	✓
Foundry	×	×	×	×	×	✓
Foyer	×	×	×	×	×	✓
French Polishing	×	×	×	×	×	✓
Front Of Bar	×	×	×	×	×	✓
G.L.S. Store	×	×	✓	✓	✓	×
Garage/Carport	✓	✓	✓	✓	×	×
Garbage Room	×	×	×	×	×	✓
Garbage Wash Area	×	×	×	×	×	✓
Garden Store	✓	✓	✓	✓	×	×
Garden Store Room	×	×	✓	✓	✓	×
Gas	×	×	×	×	×	✓
Gas Testing Chamber	×	×	×	×	×	✓
Gatehouse	×	×	×	×	×	✓
Gem Cutting	×	×	×	×	×	✓
General Assistant/Bulk Store	✓	✓	✓	✓	×	×
General Assistants	×	×	✓	✓	×	×
General Learning Space	×	×	✓	✓	×	×
General Learning Space - Bd/Cd/Ed	×	×	✓	✓	✓	×
General Learning Space - M	×	×	✓	✓	✓	×
General Learning Space - S/P	×	×	✓	✓	✓	×
General Learning Space - Type 1	×	×	✓	✓	✓	×
General Learning Space - Type 10	×	×	✓	✓	✓	×
General Learning Space - Type 11	×	×	✓	✓	✓	×
General Learning Space - Type 12	×	×	✓	✓	✓	×
General Learning Space - Type 13	×	×	✓	✓	✓	×
General Learning Space - Type 14	×	×	✓	✓	✓	×
General Learning Space - Type 2	×	×	✓	✓	✓	×
General Learning Space - Type 3	×	×	✓	✓	✓	×
General Learning Space - Type 4	×	×	✓	✓	✓	×
General Learning Space - Type 5	×	×	✓	✓	✓	×
General Learning Space - Type 6	×	×	✓	✓	✓	×
General Learning Space - Type 7	×	×	✓	✓	✓	×
General Learning Space - Type 8	×	×	✓	✓	✓	×
General Learning Space - Type 9	×	×	✓	✓	✓	×
General Purpose Workshop	×	×	×	×	×	✓
General Storeroom	✓	✓	✓	✓	✓	×
General Storeroom - Pre	✓	✓	✓	✓	×	×
Geology	×	×	×	×	×	✓
Glass House	×	×	×	×	×	✓
Glazing	×	×	×	×	×	✓

Usage	Public	Infants	Special	Central	High	TAFE
Greenhouse	×	×	×	×	×	✓
Group Study Room	×	×	×	×	×	✓
Growing/Breeding	×	×	✓	✓	×	×
Gymnasium	×	×	✓	✓	✓	×
Haematology Workroom	×	×	×	×	×	✓
Hairdressing	×	×	×	×	×	✓
Hairdressing Reception/ Drying Area	×	×	×	×	×	✓
Hall Chair Store	✓	✓	✓	✓	×	×
Handwashing Facilities	✓	✓	✓	✓	✓	×
Hangar	×	×	×	×	×	✓
Heavy Vehicle	×	×	×	×	×	✓
Heavy Vehicle - Chassis & Engine Systems	×	×	×	×	×	✓
Heavy Vehicle - Chassis Systems	×	×	×	×	×	✓
Heavy Vehicle - Engine Systems	×	×	×	×	×	✓
Histopathology Workroom	×	×	×	×	×	✓
Home & Community Care	×	×	×	×	×	✓
Home Base	✓	✓	✓	✓	×	×
Home Base - Bd/Cd/Ed	✓	✓	✓	✓	×	×
Home Base - E	✓	✓	✓	✓	×	×
Home Base - M	✓	✓	✓	✓	×	×
Home Base - P	✓	✓	✓	✓	×	×
Home Base - Pre	✓	✓	✓	✓	×	×
Home Base - S	✓	✓	✓	✓	×	×
Home Base Store	✓	✓	✓	✓	×	×
Home Base Store - E	✓	✓	✓	✓	×	×
Home Base Store - M	✓	✓	✓	✓	×	×
Home Base Store - P	✓	✓	✓	✓	×	×
Home Base Store - S	✓	✓	✓	✓	×	×
Home Base/Practical Activities	✓	✓	✓	✓	×	×
Home Base/Practical Activities - E	✓	✓	✓	✓	×	×
Home Base/Practical Activities - M	✓	✓	✓	✓	×	×
Home Base/Practical Activities - P	✓	✓	✓	✓	×	×
Home Base/Practical Activities - S	✓	✓	✓	✓	×	×
Horse Equipment Tackroom	×	×	×	×	×	✓
Horse Stall	×	×	×	×	×	✓
Horticulture	×	×	×	×	×	✓
Horticulture - Potting Shed	×	×	×	×	×	✓
Hospital Ward - Simulated	×	×	×	×	×	✓
Hotel/Motel - Front Office	×	×	×	×	×	✓
Hotel/Motel Guest Rooms	×	×	×	×	×	✓
Hydraulic Workshop	×	×	×	×	×	✓
Hydrotherapy	✓	✓	✓	✓	✓	×
Hydrotherapy - Pool	✓	✓	✓	✓	✓	×
Hydrotherapy - Spa	✓	✓	✓	✓	✓	×
Independent Learning Space	×	×	✓	✓	✓	×
Industrial Chemistry	×	×	×	×	×	✓
Instructional Design Centre	×	×	×	×	×	✓
Interior Design	×	×	×	×	×	✓
Internal Terrace/Balcony	×	×	×	×	×	✓
Interview	✓	✓	✓	✓	×	×
Interview Room	×	×	×	×	×	✓
Interview/Meeting	×	×	✓	✓	✓	×
Interview/Office - Type 1	×	×	✓	✓	✓	×
Interview/Office - Type 2	×	×	✓	✓	✓	×

Usage	Public	Infants	Special	Central	High	TAFE
Interview/Office - Type 3	✓	✓	✓	✓	×	×
Isolation Space	✓	✓	✓	✓	✓	×
Itinerant Teachers Unit	✓	✓	✓	✓	✓	×
Jet Engine Testing - Simulator	×	×	×	×	×	✓
Jewellery	×	×	×	×	×	✓
K.L.A. Store	✓	✓	✓	✓	×	×
Kiln	×	×	×	×	×	✓
Kiln Room	✓	✓	✓	✓	×	×
Kiln Space	×	×	✓	✓	✓	×
Kitchen - Commercial	×	×	×	×	×	✓
Kitchen - Light Commercial	×	×	×	×	×	✓
Kitchen - Pre	✓	✓	✓	✓	×	×
Kitchen - Staff/ Student	×	×	×	×	×	✓
Kitchen - Type 1	×	×	✓	✓	✓	×
Kitchen - Type 2	×	×	✓	✓	✓	×
Kitchen - Type 3	×	×	✓	✓	✓	×
Kitchenette	×	×	×	×	×	✓
L.P.G. Store	×	×	✓	✓	✓	×
Laboratory L.S.	×	×	✓	✓	×	×
Language Lab	×	×	×	×	×	✓
Large Equipment Store	×	×	✓	✓	✓	×
Large Lecture Room	×	×	×	×	×	✓
Large Lecture Room - Audio Visual	×	×	×	×	×	✓
Laundry	×	×	✓	✓	✓	×
Laundry - P	✓	✓	✓	✓	×	×
Laundry - Pre	✓	✓	✓	✓	×	×
Laundry - S	✓	✓	✓	✓	×	×
Laundry - Type 2	✓	✓	✓	✓	×	×
Laundry - Type 3	✓	✓	✓	✓	×	×
Laundry - Type 4	✓	✓	✓	✓	×	×
Laundry Room	×	×	×	×	×	✓
Leading Teacher	×	×	✓	✓	×	×
Learning Centre	×	×	×	×	×	✓
Leased Out Facility	×	×	×	×	×	✓
Lecture Room	×	×	×	×	×	✓
Lecture Room - Audio Visual	×	×	×	×	×	✓
Lecture Space	×	×	✓	✓	✓	×
Lecture Store	×	×	✓	✓	✓	×
Lecture Theatre	×	×	×	×	×	✓
Letterpress	×	×	×	×	×	✓
Librarian	×	×	✓	✓	×	×
Library Administration	×	×	✓	✓	✓	×
Library Office/Workroom	✓	✓	✓	✓	×	×
Library Public Area	×	×	×	×	×	✓
Library Resource Room	×	×	×	×	×	✓
Library Stack	×	×	×	×	×	✓
Library Workroom	×	×	×	×	×	✓
Lift	✓	✓	✓	✓	✓	✓
Lift	×	×	×	×	×	✓
Light Vehicle	×	×	×	×	×	✓
Light Vehicle - Chassis & Engine Systems	×	×	×	×	×	✓
Light Vehicle - Chassis Systems	×	×	×	×	×	✓
Light Vehicle - Engine	×	×	×	×	×	✓
Lithographic Pressroom	×	×	×	×	×	✓

Usage	Public	Infants	Special	Central	High	TAFE
Loading Bay	×	×	×	×	×	✓
Locksmithing	×	×	×	×	×	✓
Lounge - Staff/ Student	×	×	×	×	×	✓
Machine Pattern Making	×	×	×	×	×	✓
Machine Storage	×	×	✓	✓	×	×
Machinery	×	×	×	×	×	✓
Machinery Shed	×	×	×	×	×	✓
Machinery Washdown Area	×	×	×	×	×	✓
Main Area	×	×	✓	✓	✓	×
Main Entry	×	×	✓	✓	✓	×
Main Switch Board	✓	✓	✓	✓	×	×
Main Switch Board Cupboard	✓	✓	✓	✓	✓	✓
Main Switchroom	×	×	✓	✓	✓	×
Maintenance	×	×	×	×	×	✓
Maintenance Bulk Store	×	×	✓	✓	×	×
Maintenance Facility	×	×	×	×	×	✓
Marine Engineering Electrical Systems	×	×	×	×	×	✓
Marine Engineering Mechanical Systems	×	×	×	×	×	✓
Marine Mechanics	×	×	×	×	×	✓
Marine Navigation - Charts	×	×	×	×	×	✓
Marine Navigation - Equipment	×	×	×	×	×	✓
Marine Navigation - Simulator	×	×	×	×	×	✓
Masonry Cutting	×	×	×	×	×	✓
Massage	×	×	×	×	×	✓
Materials Learning Space - Type 1	×	×	✓	✓	✓	×
Materials Store	×	×	✓	✓	×	×
Materials Store - Type 1	×	×	✓	✓	✓	×
Materials Store - Type 2	×	×	✓	✓	✓	×
Materials Technology L.S.	×	×	✓	✓	×	×
Materials Testing	×	×	×	×	×	✓
Materials Workshop - Type 2	×	×	✓	✓	✓	×
Materials Workshop - Type 3	×	×	✓	✓	✓	×
Meat Processing/Retail/Small Goods	×	×	×	×	×	✓
Mechanical	×	×	×	×	×	✓
Mechanical Engineering	×	×	×	×	×	✓
Mechanics	×	×	×	×	×	✓
Meeting Room	×	×	×	×	×	✓
Metal Composition	×	×	×	×	×	✓
Metal Fabrication	×	×	×	×	×	✓
Metal Technology Bay	×	×	✓	✓	×	×
Metal Testing	×	×	×	×	×	✓
Metal Workroom	×	×	×	×	×	✓
Metallurgy	×	×	×	×	×	✓
Microbiology Workroom	×	×	×	×	×	✓
Mineral Processing	×	×	×	×	×	✓
Mining	×	×	×	×	×	✓
Model Office	×	×	×	×	×	✓
Motor Trimming	×	×	×	×	×	✓
Movement	✓	✓	✓	✓	✓	×
Movement Studio	×	×	✓	✓	✓	×
Movement Studio Store	×	×	✓	✓	✓	×
Multi Media Store	×	×	✓	✓	✓	×
Multi Media Studio	×	×	✓	✓	✓	×
Multi Media Workshop	×	×	✓	✓	✓	×

Usage	Public	Infants	Special	Central	High	TAFE
Multipurpose Room	×	×	×	×	×	✓
Multipurpose Room With Wet Area	×	×	×	×	×	✓
Multi-Purpose Space	×	×	✓	✓	×	×
Multi-Purpose Space - Type 3	×	×	✓	✓	✓	×
Museum	✓	✓	✓	✓	✓	✓
Museum Wines	×	×	×	×	×	✓
Music	×	×	×	×	×	✓
Music Entry/Display	×	×	✓	✓	×	×
Music Learning Space	×	×	✓	✓	×	×
Music Store	×	×	✓	✓	×	×
Naval Architecture	×	×	×	×	×	✓
Negative Matching Workroom	×	×	×	×	×	✓
No Access	✓	✓	✓	✓	✓	✓
Non Destructive Testing	×	×	×	×	×	✓
Nutrition Room	✓	✓	✓	✓	✓	×
Observation Room	×	×	×	×	×	✓
Office - Administrative	×	×	×	×	×	✓
Office - Educational	×	×	×	×	×	✓
Office - Eight Teacher	×	×	×	×	×	✓
Office - Five Teacher	×	×	×	×	×	✓
Office - Hospitality Receiving	×	×	×	×	×	✓
Office - Library	×	×	×	×	×	✓
Office - Stores Receiving	×	×	×	×	×	✓
Office - Student Services	×	×	×	×	×	✓
Office - Three Teacher	×	×	×	×	×	✓
Office - Type 1	×	×	×	×	×	✓
Office - Type 2	×	×	×	×	×	✓
Office - Type 3	×	×	×	×	×	✓
Office/Store	×	×	✓	✓	✓	×
Optical Dispensing	×	×	×	×	×	✓
Optical Fitting Workroom	×	×	×	×	×	✓
Optical Surfacing Workroom	×	×	×	×	×	✓
Organic Chemistry	×	×	×	×	×	✓
Other	✓	✓	✓	✓	✓	✓
Other - D.E.T. Admin	✓	✓	✓	✓	✓	✓
Other - Regional Use	✓	✓	✓	✓	✓	✓
Other - Site Manager	✓	✓	✓	✓	✓	✓
Other-After School Care	✓	✓	✓	✓	✓	✓
Other-Before School Care	✓	✓	✓	✓	✓	✓
Other-Commercial	✓	✓	✓	✓	✓	✓
Other-Community Use	✓	✓	✓	✓	✓	✓
Other-Non Government Pre-Sch	✓	✓	✓	✓	✓	✓
Other-Not Used	✓	✓	✓	✓	✓	✓
Other-Vacant	✓	✓	✓	✓	✓	✓
Out of School Hours Care Centre	✓	✓	✓	✓	✓	✓
Outdoor Equipment Store	×	×	✓	✓	✓	×
Outdoor Learning Area	✓	✓	✓	✓	✓	×
Outdoor Learning Space - Type 1	×	×	✓	✓	✓	×
Outdoor Learning Space - Type 2	×	×	✓	✓	✓	×
Outdoor Learning Space - Type 3	×	×	✓	✓	✓	×
Outdoor Learning Space - Type 4	×	×	✓	✓	✓	×
Outdoor Workshop	×	×	✓	✓	✓	×
P.E. Store	✓	✓	✓	✓	×	×
Packaged Wine Storage	×	×	×	×	×	✓

Usage	Public	Infants	Special	Central	High	TAFE
Packaging	×	×	×	×	×	✓
Paint Mixing	×	×	×	×	×	✓
Painting	×	×	×	×	×	✓
Painting And Decorating	×	×	×	×	×	✓
Pantry	×	×	✓	✓	✓	×
Pantry/Preparation	×	×	×	×	×	✓
Parents As Teachers Program	✓	✓	✓	✓	✓	×
Performance Store	×	×	✓	✓	✓	×
Performance Venue	×	×	×	×	×	✓
Performance Workshop	×	×	✓	✓	✓	×
Performance Workspace	×	×	✓	✓	×	×
Performing Arts Chair Store	×	×	✓	✓	×	×
Performing Arts Changeroom	×	×	✓	✓	×	×
Performing Arts Store	×	×	✓	✓	×	×
Personal Effects - E	✓	✓	✓	✓	×	×
Personal Effects - M	✓	✓	✓	✓	×	×
Personal Effects - P	✓	✓	✓	✓	×	×
Personal Effects - Pre	✓	✓	✓	✓	×	×
Personal Effects - S	✓	✓	✓	✓	×	×
Personal Effects Storage	✓	✓	✓	✓	×	×
Petrol Fuel Systems	×	×	×	×	×	✓
Petrology	×	×	×	×	×	✓
Photo Composing	×	×	×	×	×	✓
Photo Darkrm Colour Print Machine Processing	×	×	×	×	×	✓
Photo Darkroom B&W Film Machine Processing	×	×	×	×	×	✓
Photo Darkroom B&W Print Machine Processing	×	×	×	×	×	✓
Photo Darkroom Colour Film Processing	×	×	×	×	×	✓
Photo Engraving & Etching	×	×	×	×	×	✓
Photo Imposing	×	×	×	×	×	✓
Photo Stencil	×	×	×	×	×	✓
Photocopy Room	×	×	×	×	×	✓
Photogrammetry	×	×	×	×	×	✓
Photographic Booth	×	×	×	×	×	✓
Photographic Darkroom B&W Film Processing	×	×	×	×	×	✓
Photographic Darkroom B&W Print Processing	×	×	×	×	×	✓
Photographic Darkroom B&W Printing	×	×	×	×	×	✓
Photographic Darkroom Colour Printing	×	×	×	×	×	✓
Photographic Print Finishing	×	×	×	×	×	✓
Photographic Studio	×	×	×	×	✓	✓
Photography Studio	×	×	×	×	×	✓
Photomicrography	×	×	×	×	×	✓
Plant	✓	✓	✓	✓	✓	×
Plant Growing Space	×	×	✓	✓	×	×
Plant Room	×	×	×	×	×	✓
Plant Space	×	×	✓	✓	✓	×
Plastics	×	×	×	×	×	✓
Platemaking	×	×	×	×	×	✓
Play Room	×	×	×	×	×	✓
Plumbing	×	×	×	×	×	✓

Usage	Public	Infants	Special	Central	High	TAFE
Plumbing - Gas Fitting	×	×	×	×	×	✓
Plumbing - Metal Grinding	×	×	×	×	×	✓
Plumbing And Draining	×	×	×	×	×	✓
Pneumatics	×	×	×	×	×	✓
Polishing Workroom	×	×	×	×	×	✓
Pottery	×	×	×	×	×	✓
Pottery Store	×	×	✓	✓	✓	×
Practical Activities	✓	✓	✓	✓	✓	×
Practical Activities - 1hb	✓	✓	✓	✓	×	×
Practical Activities - 2hb	✓	✓	✓	✓	×	×
Practical Activities - 3hb	✓	✓	✓	✓	×	×
Practical Activities - 4hb	✓	✓	✓	✓	×	×
Practical Activities - E	✓	✓	✓	✓	×	×
Practical Activities - M - 1hb	✓	✓	✓	✓	×	×
Practical Activities - M - 2hb	✓	✓	✓	✓	×	×
Practical Activities - P - 1hb	✓	✓	✓	✓	×	×
Practical Activities - P - 2hb	✓	✓	✓	✓	×	×
Practical Activities - Pre	✓	✓	✓	✓	×	×
Practical Activities - S - 1hb	✓	✓	✓	✓	×	×
Practical Activities - S - 2hb	✓	✓	✓	✓	×	×
Practical Activities Area - 2 G.L.S.	×	×	✓	✓	✓	×
Practical Activities Area - 4 G.L.S.	×	×	✓	✓	✓	×
Practical Activities/Movement - 1hb	✓	✓	✓	✓	×	×
Practical Activities/Movement - 2hb	✓	✓	✓	✓	×	×
Practical Activities/Movement - 4hb	✓	✓	✓	✓	×	×
Practical Activity Area	×	×	✓	✓	✓	×
Practice/Seminar	×	×	✓	✓	✓	×
Preparation	×	×	✓	✓	×	×
Preparation - Materials	×	×	✓	✓	✓	×
Preparation - Science	×	×	✓	✓	✓	×
Preparation Room	×	×	×	×	×	✓
Preparation/Printing	×	×	✓	✓	✓	×
Prepress Scanning	×	×	×	×	×	✓
Press Room	×	×	×	×	×	✓
Principal	✓	✓	✓	✓	×	×
Principal Office	×	×	✓	✓	✓	×
Printing	×	×	×	×	×	✓
Printing/Photocopying	×	×	✓	✓	✓	×
Process	×	×	×	×	×	✓
Project Store - Type 1	×	×	✓	✓	✓	×
Project Store - Type 2	×	×	✓	✓	✓	×
Project Store - Type 3	×	×	✓	✓	✓	×
Project Store - Type 4	×	×	✓	✓	✓	×
Public Entry	×	×	✓	✓	×	×
Public Reception	×	×	✓	✓	✓	×
Pupil Entry	×	×	✓	✓	×	×
Radar Workroom Highly Serviced	×	×	×	×	×	✓
Radar Workroom Perimeter Serviced	×	×	×	×	×	✓
Radio Communications	×	×	×	×	×	✓
Radio Studio	×	×	×	×	×	✓
Railway Carriage	✓	✓	✓	✓	✓	✓
Raised Platform	✓	✓	✓	✓	×	×
Ramp	✓	✓	✓	✓	✓	✓
Ramp	×	×	×	×	×	✓

Usage	Public	Infants	Special	Central	High	TAFE
Reading Area	✓	✓	✓	✓	×	×
Reception	×	×	×	×	×	✓
Reference	×	×	×	×	×	✓
Refrig/Air Conditioning Learning Centre	×	×	×	×	×	✓
Refrigeration/ Air Conditioning Work Area	×	×	×	×	×	✓
Registered Club Front Office	×	×	×	×	×	✓
Reinforced Composites	×	×	×	×	×	✓
Reinforced Plastics	×	×	×	×	×	✓
Reinforced Plastics/Fibreglass	×	×	×	×	×	✓
Reprographic	×	×	×	×	×	✓
Reprographic Camera Room	×	×	×	×	×	✓
Res. Common Room	✓	✓	✓	✓	✓	×
Res. Locker Area	✓	✓	✓	✓	✓	×
Residence	×	×	×	×	×	✓
Residence - Bathroom	×	×	×	×	×	✓
Residence - Bedroom	×	×	×	×	×	✓
Residence - Dining Room	×	×	×	×	×	✓
Residence - Dormitory	×	×	×	×	×	✓
Residence - Kitchen	×	×	×	×	×	✓
Residence - Lounge	×	×	×	×	×	✓
Residential Bedroom	✓	✓	✓	✓	✓	×
Residential Coolroom	✓	✓	✓	✓	✓	×
Residential Dining Room	✓	✓	✓	✓	✓	×
Residential Kitchen	✓	✓	✓	✓	✓	×
Residential Laundry	✓	✓	✓	✓	✓	×
Residential Living Room	✓	✓	✓	✓	✓	×
Residential Pantry	✓	✓	✓	✓	✓	×
Residential Showers	✓	✓	✓	✓	✓	×
Residential Staff Kitchen	✓	✓	✓	✓	✓	×
Resource Centre	×	×	×	×	×	✓
Resource/Project Store	×	×	✓	✓	×	×
Resource/Toy Space	✓	✓	✓	✓	✓	×
Resources	×	×	✓	✓	×	×
Resources Space	×	×	✓	✓	×	×
Resources Store	×	×	✓	✓	×	×
Restaurant	×	×	×	×	×	✓
Restaurant Foyer	×	×	×	×	×	✓
Rigging	×	×	×	×	×	✓
Robotics	×	×	×	×	×	✓
Roof Tiling	×	×	×	×	×	✓
Sand Moulding	×	×	×	×	×	✓
Sand Testing Workroom	×	×	×	×	×	✓
Sanding	×	×	×	×	×	✓
Scaffolding	×	×	×	×	×	✓
School Utilised	×	×	×	×	×	✓
Schools As Community Centres Program	✓	✓	✓	✓	✓	×
Science Laboratory	×	×	✓	✓	✓	×
Science Workroom Highly Serviced	×	×	×	×	×	✓
Science Workroom Perimeter Serviced	×	×	×	×	×	✓
Screen Drying	×	×	×	×	×	✓
Screen Printing	×	×	×	×	×	✓
Screen Reclaiming	×	×	×	×	×	✓
Scullery	×	×	×	×	×	✓
Sculpture	×	×	×	×	×	✓

Usage	Public	Infants	Special	Central	High	TAFE
Secure Storeroom	×	×	✓	✓	×	×
Security Store	✓	✓	✓	✓	×	×
Self Help Toilet	✓	✓	✓	✓	✓	×
Seminar	×	×	✓	✓	×	×
Seminar - Type 1	×	×	✓	✓	✓	×
Seminar - Type 2	×	×	✓	✓	✓	×
Seminar - Type 3	×	×	✓	✓	✓	×
Seminar Room	×	×	×	×	×	✓
Seminar Room - Audio Visual	×	×	×	×	×	✓
Seminar Space	×	×	✓	✓	✓	×
Seminar/Study	✓	✓	✓	✓	✓	×
Seminar/Technology Space	×	×	✓	✓	×	×
Senior Dormitory	✓	✓	✓	✓	✓	×
Senior Learning Centre	×	×	✓	✓	✓	×
Senior Seminar	×	×	✓	✓	×	×
Senior Study	×	×	✓	✓	✓	×
Servery	×	×	×	×	×	✓
Servery Covered Area	✓	✓	✓	✓	×	×
Service Room	×	×	×	×	×	✓
Serviced Learning Space	×	×	✓	✓	×	×
Shadehouse	×	×	×	×	×	✓
Shared Learning Space	×	×	✓	✓	✓	×
Shared Study Space	×	×	✓	✓	✓	×
Shearing Shed	×	×	×	×	×	✓
Shed Workshop	×	×	✓	✓	✓	×
Shelter	✓	✓	✓	✓	×	×
Shipbuilding	×	×	×	×	×	✓
Shop	×	×	×	×	×	✓
Shopfitting	×	×	×	×	×	✓
Shower	×	×	✓	✓	✓	×
Shower Room	×	×	×	×	×	✓
Shower/Change	✓	✓	✓	✓	×	×
Sick Bay	✓	✓	✓	✓	×	×
Sick Bay - Shower/Toilet	✓	✓	✓	✓	×	×
Signwriting	×	×	×	×	×	✓
Signwriting Stencil Cutting	×	×	×	×	×	✓
Simulated Bathroom	×	×	×	×	×	✓
Simulated Office	×	×	×	×	×	✓
Simulated Pier	×	×	×	×	×	✓
Small Offset Press Room	×	×	×	×	×	✓
Soil Workroom	×	×	×	×	×	✓
Solid Plaster	×	×	×	×	×	✓
Sound Cupboard	✓	✓	✓	✓	×	×
Sound Post-Production Studio	×	×	×	×	×	✓
Sound Studio	×	×	×	×	×	✓
Special Education Support Centre	✓	✓	✓	✓	✓	×
Special Learning Space	×	×	✓	✓	×	×
Special Programs Room	✓	✓	✓	✓	×	×
Special Programs Room - Type 1	✓	✓	✓	✓	×	×
Special Programs Room - Type 2	✓	✓	✓	✓	×	×
Special Programs Store	✓	✓	✓	✓	×	×
Speech Therapy	✓	✓	✓	✓	×	×
Sport Equipment Store	×	×	✓	✓	✓	×
Sports Store	✓	✓	✓	✓	×	×

Usage	Public	Infants	Special	Central	High	TAFE
Squash Courts	×	×	×	×	×	✓
Staff - Toilet	×	×	✓	✓	✓	×
Staff Amenity	×	×	×	×	×	✓
Staff Change	✓	✓	✓	✓	✓	×
Staff Kitchen	✓	✓	✓	✓	✓	×
Staff Lounge	×	×	✓	✓	✓	×
Staff Room	✓	✓	✓	✓	×	×
Staff Room - Pre	✓	✓	✓	✓	×	×
Staff Room Annexe	✓	✓	✓	✓	×	×
Staff Shower	×	×	✓	✓	✓	×
Staff Shower/Change	✓	✓	✓	✓	×	×
Staff Study	×	×	✓	✓	✓	×
Staff Toilet	✓	✓	✓	✓	×	×
Staff Toilet - Pre	✓	✓	✓	✓	×	×
Staff/Student Gymnasium	×	×	×	×	×	✓
Stage	×	×	✓	✓	✓	×
Stairs	✓	✓	✓	✓	✓	✓
Stairs	×	×	×	×	×	✓
Stencil Cutting	×	×	×	×	×	✓
Store	×	×	✓	✓	✓	×
Store - Administrative	×	×	×	×	×	✓
Store - Audio Visual	×	×	×	×	×	✓
Store - Bar	×	×	×	×	×	✓
Store - Bulk	×	×	×	×	×	✓
Store - Chemical	×	×	×	×	×	✓
Store - Cleaners	×	×	×	×	×	✓
Store - Coolroom	×	×	×	×	×	✓
Store - Dry	×	×	×	×	×	✓
Store - Educational	×	×	×	×	×	✓
Store - Fitness	×	×	×	×	×	✓
Store - Freezer	×	×	×	×	×	✓
Store - Hazardous Materials	×	×	×	×	×	✓
Store - Library	×	×	×	×	×	✓
Store - Linen	×	×	×	×	×	✓
Store - Maintenance	×	×	×	×	×	✓
Store - Refrigerated Garbage	×	×	×	×	×	✓
Store - Tools/ Equipment	×	×	×	×	×	✓
Store - Utensils	×	×	×	×	×	✓
Store - Wet	×	×	×	×	×	✓
Stress Analysis	×	×	×	×	×	✓
Student Amenity	×	×	×	×	×	✓
Student Canteen	×	×	✓	✓	✓	×
Student Drinking Facilities	×	×	✓	✓	✓	×
Student Kitchen	×	×	✓	✓	✓	×
Student Laundry - Type 2	×	×	✓	✓	✓	×
Student Laundry - Type 3	×	×	✓	✓	✓	×
Student Laundry - Type 4	×	×	✓	✓	✓	×
Student Lounge	×	×	✓	✓	✓	×
Student Reception	×	×	✓	✓	✓	×
Student Shower	×	×	✓	✓	✓	×
Student Waiting	×	×	✓	✓	✓	×
Studio	×	×	×	×	×	✓
Study Annexe	✓	✓	✓	✓	×	×
Study Space	×	×	✓	✓	×	×

Usage	Public	Infants	Special	Central	High	TAFE
Survey	×	×	×	×	×	✓
Swimming Pool	×	×	×	×	×	✓
System Administrators Office	×	×	✓	✓	✓	×
Systems	×	×	×	×	×	✓
T.A.S. Entry/Display	×	×	✓	✓	×	×
T.A.S. Outdoor Area	×	×	✓	✓	×	×
Tafe Utilised	✓	✓	✓	✓	✓	×
Tannery	×	×	×	×	×	✓
Tea Room	×	×	✓	✓	✓	×
Teacher Bathroom	✓	✓	✓	✓	✓	×
Teacher Bedroom	✓	✓	✓	✓	✓	×
Teacher Living Quarters	✓	✓	✓	✓	✓	×
Teachers Aide Special Ed	✓	✓	✓	✓	×	×
Teachers Aides	×	×	✓	✓	×	×
Teaching Wines	×	×	×	×	×	✓
Telecommunications	×	×	×	×	×	✓
Telematics	✓	✓	✓	✓	✓	×
Terrace	×	×	×	×	×	✓
Textile Care	×	×	×	×	×	✓
Textile Care - Laundry	×	×	×	×	×	✓
Therapy	✓	✓	✓	✓	×	×
Therapy Store	✓	✓	✓	✓	×	×
Tiered Learning Area	×	×	×	×	×	×
Tiered Learning Space	✓	✓	✓	✓	×	×
Tiered Learning Store	✓	✓	✓	✓	×	×
Tissue Culture Workroom	×	×	×	×	×	✓
Toilet	×	×	×	×	×	✓
Toilet - Children	×	×	×	×	×	✓
Toilet - Disabled	×	×	×	×	×	✓
Toilet - E	✓	✓	✓	✓	×	×
Toilet - Female	×	×	×	×	×	✓
Toilet - Lobby	✓	×	×	×	×	×
Toilet - Lobby	×	×	×	×	✓	×
Toilet - Lobby	×	×	×	×	×	✓
Toilet - M	✓	✓	✓	✓	×	×
Toilet - Male	×	×	×	×	×	✓
Toilet - P	✓	✓	✓	✓	×	×
Toilet - S	✓	✓	✓	✓	×	×
Toilet - Staff	×	×	×	×	×	✓
Toilets - Boys	✓	✓	✓	✓	×	×
Toilets - Boys/Disabled Cubicle	✓	✓	✓	✓	×	×
Toilets - Boys/Girls	✓	✓	✓	✓	×	×
Toilets - Boys/Girls - Pre	✓	✓	✓	✓	×	×
Toilets - Girls	✓	✓	✓	✓	×	×
Toilets - Girls/Disabled Cubicle	✓	✓	✓	✓	×	×
Toilets-Boys	×	×	✓	✓	✓	×
Toilets-Boys/Girls	×	×	✓	✓	✓	×
Toilets-Disabled	×	×	✓	✓	✓	×
Toilets-Girls	×	×	✓	✓	✓	×
Toilets-Unisex	✓	✓	✓	✓	✓	×
Tone & Number	×	×	×	×	×	✓
Toolmaking	×	×	×	×	×	✓
Transmission	×	×	×	×	×	✓
Tutorial Centre	✓	✓	✓	✓	✓	×

Usage	Public	Infants	Special	Central	High	TAFE
Unclassified	×	×	×	×	×	✓
Uniform Shop	✓	✓	✓	✓	✓	×
Upholstery	×	×	×	×	×	✓
Utility Space	×	×	✓	✓	✓	×
Vacant	×	×	×	×	×	✓
Vehicle Body	×	×	×	×	×	✓
Vehicle Body Building	×	×	×	×	×	✓
Vehicle Painting	×	×	×	×	×	✓
Vehicle Trimming	×	×	×	×	×	✓
Vending Machines	×	×	✓	✓	✓	×
Ventilated Garbage	×	×	×	×	×	✓
Ventilation	×	×	×	×	×	✓
Ventilation & Electrical	×	×	×	×	×	✓
Veterinary Nursing	×	×	×	×	×	✓
Visitors Office	×	×	✓	✓	✓	×
Visual Arts Store	×	×	✓	✓	✓	×
Visual Arts Workshop	×	×	✓	✓	✓	×
Waiting Room	×	×	×	×	×	✓
Walk-In Robe	✓	✓	✓	✓	✓	×
Washing Area	×	×	×	×	×	✓
Watchmaking	×	×	×	×	×	✓
Weaving Plant	×	×	×	×	×	✓
Weight/ Resistance Training Room	×	×	×	×	×	✓
Welding	×	×	×	×	×	✓
Welding Area	×	×	✓	✓	×	×
Welding Store	×	×	✓	✓	×	×
Welding/Hot Metals Area	×	×	✓	✓	✓	×
Wheelchair Store	✓	✓	✓	✓	×	×
Wheelchair Store-Special Ed	✓	✓	✓	✓	✓	×
Wheelforming	×	×	×	×	×	✓
Wiring	×	×	×	×	×	✓
Wiring Centre	×	×	×	×	×	✓
Withdrawal - M	✓	✓	✓	✓	×	×
Withdrawal - P	✓	✓	✓	✓	×	×
Withdrawal - Pre	✓	✓	✓	✓	×	×
Withdrawal - S	✓	✓	✓	✓	×	×
Withdrawal Space - 1hb	✓	✓	✓	✓	×	×
Withdrawal Space - 2hb	✓	✓	✓	✓	×	×
Wood Framing	×	×	×	×	×	✓
Wood Machining	×	×	×	×	×	✓
Wood Technology Bay	×	×	✓	✓	×	×
Wool Classing Workroom	×	×	×	×	×	✓
Wool Experting	×	×	×	×	×	✓
Wool Testing	×	×	×	×	×	✓
Workroom	×	×	✓	✓	×	×
Workshop	×	×	✓	✓	×	×
Workshop Area	×	×	✓	✓	×	×
X-Ray Spectrometry	×	×	×	×	×	✓

19 Room Definitions - High Schools

This list is to assist in the classification of rooms. Some facilities may vary from the description provided below.

Note: Technological & Applied Studies has replaced Home Science and Industrial Arts

CLASSIFICATION	DESCRIPTION
	ADMINISTRATION FACILITIES
Public Entry	Access clearly designed for visitors.
Pupil Entry	Student access routes separate from public access.
Secure Storeroom (**General Learning**)	A secure storeroom must have a door with a minimum of two locking points. If this is not the case and a deadlock, for example, is installed on the door; this space is considered a **GENERAL STOREROOM** only and should be identified as such.
(Uni-sex) Clinic	If clinic is not nominated as boys or girls - use boys. (Obviously use girls in an all girl school).
	STAFF FACILITIES
Cleaning Staff (Room)	This space is provided for tea and meal breaks for cleaning staff.
	LIBRARY
Librarian	Used for the professional work of the librarian. Generally glazed area. Should contain a VDU/Monitor and phone.
Workroom	For clerical work, microfiche reading, covering new books etc.
Seminar	Student Group Discussion Rooms
	TIERED LEARNING
Tiered Learning Area	Similar to stepped theatrette.

MULTI-PURPOSE FACILITIES

Kitchen	This classification is **NOT** to be used in T.A.S. areas.
Multi-Purpose space	Assembly Halls are now known as multi-purpose spaces. Other examples include where the movement area in front of a canteen is also used as a sport court such as a basketball court. The seating area for a multi-purpose space is considered part of that space.
Gymnasium	This is where specific gymnasium equipment such as parallel bars is erected for use.

PERFORMING ARTS FACILITIES

Performance Workshop	Drama rooms etc. Also in this category are schools newspapers and radios - an expanded local room number to be used to indicate the usage.

GENERAL LEARNING FACILITIES

General Learning Space	Most learning activities occur within the General Learning Spaces. Furniture is used to create degrees of formality and informality:- • Tables and chairs in rows facing a screen, chalkboard and/or teacher • Groups of tables arranged in conference or cafe patterns.
Serviced Learning Space	This is a General Learning Space that provides facilities for Science classes that cannot be timetabled into a Laboratory. Lessons other than Science will also take place in this space. Provision is required for demonstration, appropriate practical work and viewing audio-visual material. Storage is required for equipment.
Special Learning Space	A learning space specifically designed for pupils with intellectual disabilities.
Secure Storeroom	A secure storeroom must have a door with a minimum of two **(General Learning)** locking points. If this is not the case and a deadlock, for example, is installed on the door; this space is considered a **GENERAL STOREROOM** only and should be identified as such.

SENIOR LEARNING FACILITIES

Senior study	It will be necessary to enquire as to who uses this space to confirm that it is a senior study rather than a "STUDY SPACE".

COMPUTER LEARNING FACILITIES

Computer Resource	Will probably contain equipment such as printers and plotters.
Communication Space	This is the control room for schools at which "Category 5 Cabling" has been installed. The room may be double locked.

Communication Cupboard	These may be found throughout schools at which "Category 5 Cabling" has been installed. They may be similar to electrical distribution cupboards and should not be confused.
Category 5 Cabling	Communication cabling for phone, data and video. These use RJ45 outlets.

SCIENCE

Breeding	Room for breeding - care of small animals.
Growing/Breeding	Where there are no Agricultural Science facilities there may be a growing/breeding space instead of a breeding space. This may house plants and/or animals.

TECHNOLOGICAL & APPLIED STUDIES

Food Technology L.S.	This is like the old home science learning spaces and can include a kitchen or small dining room (12-15 m^2)
Food/Research Space	This is a small learning space usually attached to a Food Technology Learning Space.
Design L.S.-Textiles	Design work using materials etc - separate from sewing.
Design L.S.-Tech Drawing	Old industrial arts learning space, includes Technical Drawing and Graphic Arts etc.
Design L.S.-Testing	For soil testing, materials testing etc.
Design/Technology	This is a type of room more so than a particular usage. There are usually extra power points hanging down from the ceiling and the windows are often double-glazed. Usually set up like a normal learning space with normal desks. When this type of room is used for an identified purpose e.g. Computer L.S. or General L.S. then that code should be used. Design/Technology should only be used for Robotics or Electronics or if there is not a specific use e.g. the room is vacant.
Materials Technology L.S.	Learning space for metal and plastics technologies. This is different to a "METAL TECHNOLOGY BAY" in that there should be a blackboard for formal lessons whereas the latter is designed to hold a number of machines only.
Workshop	Formerly the Major Projects area, e.g. cars, canoe making etc. These will be rare and unlikely to occur more than once in a school.

AGRICULTURAL SCIENCES

Agriculture Covered Area.	An area for agricultural demonstrations - may be a closed in room or open sided.

BUILDING SERVICE

Cleaning Distributed Store	These are provided throughout the School to facilitate daily ready use of supplies and equipment by minimising carrying distances. Changing lockers may be found in these spaces.

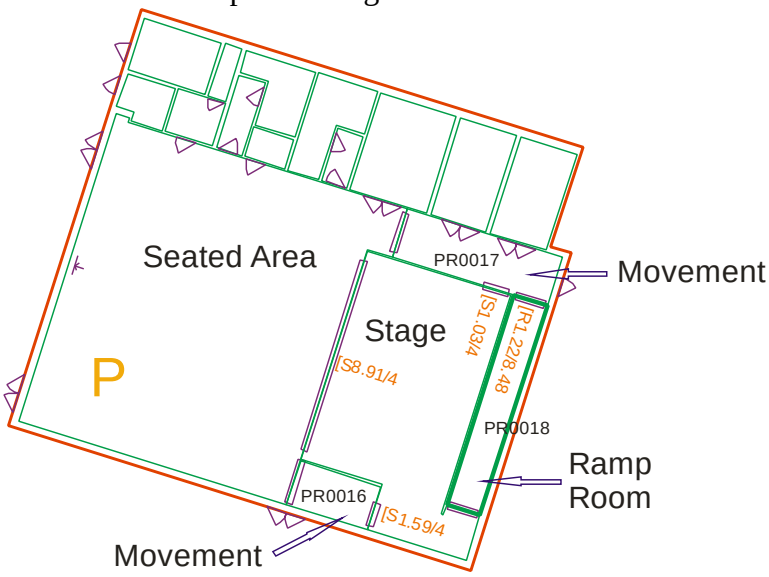
OTHER

Movement Area	An area within the building outline used for the purpose of movement between other rooms within that particular building. These will include all hallways and corridors running around and through the building. Movement areas also include foyers and entry areas under the main roof outline. The line of delineation between a movement area and a covered way occurs where the structure becomes free standing providing movement between buildings. *See Covered Ways description.* When measuring the corridors of some older style buildings lockers line the walls. At the base of these lockers is a low brick or timber wall that the lockers rest upon. This is the point that the dimensions of the movement area should be determined from.
Handwashing	A room exclusively for students to wash. If attached to toilet shower etc - it is part of toilet, shower etc.

21 Exceptions

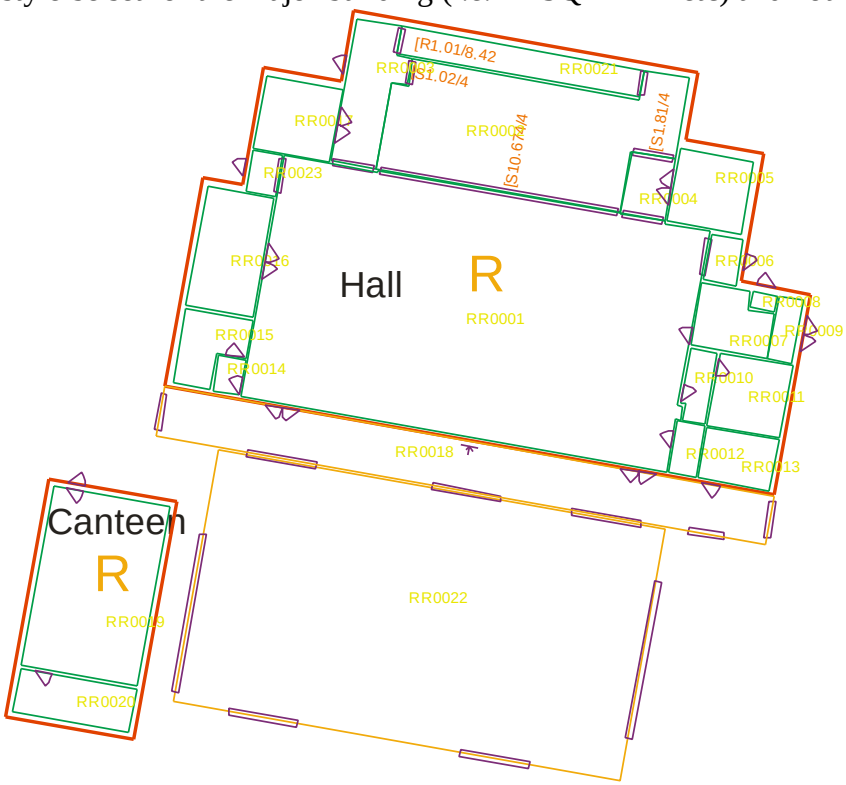
21.1 Ramp Room

Where there is a stage and a ramp between the stage and the back wall. The ramp is used for access from the seated area to the stage level.
This ramp would normally be a ramp symbol with in a movement area polygon.
The client has requested that the ramp be within its own ramp polygon and attribute data collected as a ramp. See diagram.



21.2 Hall and Canteen

When there is, say a 14 Core Square Hall and Canteen built together.
These two buildings would have had different building numbers.
The client has requested that these two buildings have the same number and the building style be set for the major building (i.e. 14 SQ HALL etc) and not CANTEEN.



22 School/TAFE Representative Sign Off Checklist

NSW GOVERNMENT | Public Works

SURVEYING AND SPATIAL INFORMATION SERVICES

School/TAFE Representative Sign Off Checklist

School/TAFE Name: …….. Date of Commencement: / /

School/TAFE Number: …….. Date of Departure: / /

Survey Team Leader: ……..

1. Have there been changes other than covered in this brief? Yes/No
2. Were keys available to the Project Officer when required? Yes/No
3. If keys were available, have they been returned? Yes/No
4. What rooms, if any, **could not** be accessed?
   List details

ROOM:	**REASON:**
…….	…….
.....	…….
…….	…….
…….	…….
……	…….
……	…….

Signed: …… ……
(School/TAFE Representative) *(Project Officer)*

Date: / /

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23 Field Data Capture Project Completion Checklist

SCHOOL DETAILS			
School Name		School No.	

SITE ELEMENTS:		
1	Project Safety Plan completed and attached	☐
2	Discussion with School/TAFE Representative – Sign Off Checklist signed	☐
3	North Point shown	☐
4	**Vista** and **New Building** photographs taken, numbered & positioned on field notes or reference sheet	☐
5	All new site elements captured as per Field Data Specifications (SUM0413)	☐

BUILDING ELEMENTS:		
1	North Point shown	☐
2	Building Dimensions **Close**	☐
	Building Dimensions **Does Not Close.** Will require an explanation and this Job may be rejected	☐
3	Number of Building Details Sheets attached (SLIS Plots, Diagrams & Architecturals etc)	
4	All new/modified building elements captured as per Field Data Specifications	☐

ROOM ELEMENTS:		
1	All room elements captured as per Field Data Specifications	☐
2	All rooms dimensioned. (Including movement area near stairs)	☐
3	Room Dimensions **Close**	☐
4	All rooms have architectural features such as doors, operable walls etc	☐
5	All rooms are numbered	☐
6	The internal rooms fit inside the Building Envelope	☐

FDCC OFFICE WORK:		
1	All photographs have been numbered	☐
2	Building Details Sheets should be numbered 1 of __, 2 of __ etc)	☐
3	Number of Building Detail Sheets and DocDEC sheets attached for the site:	
4	DocDEC completed	☐
6	Surveyor comments (DocDEC), entered & printed	☐
7	QA Summary printed & signed	☐

Signed	Choose an item.	Date	Click here to enter a date.

24 APPENDIX

24.1 Co-ordinate System

Lambert - NSW Mapping Agencies (pre GDA) note, not present Lambert co-ordinate used by people like RTA (2010).

This Lambert projection was used by many NSW mapping agencies (primarily CMA) for state-wide hard copy maps based on the Australian Geodetic Datum 1966 see www.ga.gov.au/geodesy/datums/agd.jsp

Projection:	Conformal Conic
Standard Parallels:	-29º 30' 00"
	-35º 30' 00"
Latitude of Origin:	-32º 30' 00"
Central Meridian:	147º 00' 00"
False Easting:	n/a
False Northing:	n/a
Units:	Metre
Ellipsoid:	ANS

24.2 Data Accuracy Requirements

Each data element to be captured has positional and dimensional accuracy requirements depending on the DEC user requirements for the element. The accuracy requirement categories are set out below.

24.2.1 Category A

Positional:
Locate on the coordinate base of the data provided by NSW Public Works or where data is not available on an arbitrary coordinate base.
Dimensional:
Plot to the accuracy of the source data.

24.2.2 Category B

Positional:
≥95% of the element's true location with respect to surrounding elements and the site boundary.
Dimensional:
≥99% of the element's true dimension for distances less than 5 metres and +/- 0.05 for distances greater than 5 metres.

24.2.3 Category C

Positional:
≥90% of the element's true location with respect to surrounding elements and the site boundary.
Dimensional:
≥90% of the element's true area.

24.2.4 Category D

Positional:
≥90% of the elements true location with respect to the surrounding elements and the site boundary.
Dimensional:
≥95% of the element's true dimension.

24.2.5 Category E

Positional:
≥90% of the element's true location with respect to the surrounding elements and the site boundary.

24.3 Terms and Definitions for this project

24.3.1 Geographic Information System (G.I.S.)

A system of capturing, storing, checking, integrating, analysing and displaying data about the earth that is spatially referenced. It is normally taken to include a spatially referenced database and appropriate application software.

24.3.2 Line Feature

A set of ordered co-ordinates that represents the shape of a geographic feature that is too narrow to be displayed as an area eg. centreline of transmission lines, contours.

24.3.3 Polygon Feature

A closed shape that defines a feature.
It must contain a tag.

24.3.4 Tag

A unique descriptive identifier found in the graphic and/or textual database; and can be used to link the two together.

24.3.5 QA

Abbreviation for Quality Assurance.

24.4 Code of Conduct – Child Protection

This code applies to all contractors and their subcontractors, suppliers and consultants.

All persons must read and certify that they have read and understood this Code before commencing work and/or entering School /TAFE premises.

Any breach of the Code is a serious offence and will lead to disciplinary and/or contractual action.

All persons must gain permission to enter the School/TAFE or other facility before commencing work and they may only enter approved areas.

Generally, the following arrangements will apply, unless the senior person at the School/TAFE or other facility gives written authority to use alternative arrangements.

All persons must comply with the following rules:

The contractor's or subcontractor's (when working unsupervised) representative attending the site must report their presence to the School/TAFE Principal immediately on arrival each day and record their details and all employees and/or subcontractors staff on School/TAFE premises in the Site visit log, located at the Administration Office.

No talking with, touching or interacting with any children or residents except in a serious emergency or safety situation.

No use of toilets or amenities – toilets, bubblers, bike racks, showers, canteens or other facilities at the School/TAFE. Only approved separate toilets and other facilities are to be used and these must be kept separate from any area used by children.

The work area must not be able to be used/accessed by children. Clear signs and barricades (wherever possible) must be used to prevent any inadvertent and/or unauthorised access.

Where maintenance and/or cleaning of toilets and similar facilities are necessary, two persons must always be present. Wherever possible, at least one male should be present when male toilets are being maintained/repainted/cleaned and at least one female should be present when similar work is being done to female toilets.

Any concerns about children's behaviour must be immediately reported to a senior client representative, such as School/TAFE Principal or similar person at DOCS and Juvenile Justice and other facilities.

An identity card must be worn or carried at all times when on or near the School/TAFE site.

Tidy clothing must be worn at all times, including a shirt, shorts or trousers, and must be in good condition.

…….
Signature

…….
Name

…….
Company

…….
Date

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