

BP 344 PROFESSIONAL COMPLIANCE AUDIT CHECKLIST

Integrated & Finalized Checklist Based on Amended IRR of BP 344 • Official Gazette • July 8, 2024

This finalized professional audit checklist consolidates the original BP344_COMPLIANCE_CHECKLISTS format with additional numerical standards, inspection references, dimensional requirements, lighting standards, tactile requirements, signage criteria, accessibility computations, and professional audit sections from the Executive Accessibility Audit Package (3.pdf).

Project Name	
Project Location	
Owner / Client	
Architect / Engineer	
Accessibility Consultant	
Inspector / Auditor	
Date of Inspection	
Occupancy Classification	

1. GENERAL ACCESSIBILITY & PLANNING

#	Compliance Item	Required Standard / Value	Check	Remarks / Deficiency
1	Continuous barrier-free route provided	Continuous and unobstructed	<input type="checkbox"/>	
2	Accessible route connects all public-use areas	Required	<input type="checkbox"/>	
3	Accessible route unobstructed	No hazards or protrusions	<input type="checkbox"/>	
4	Wheelchair maneuvering spaces provided	1500 mm turning diameter	<input type="checkbox"/>	
5	Reachability and usability requirements met	Required	<input type="checkbox"/>	
6	Accessible route illuminated	100 lux minimum	<input type="checkbox"/>	
7	Accessible facilities properly identified	Required signage	<input type="checkbox"/>	
8	Safe evacuation routes accessible	Required	<input type="checkbox"/>	
9	Maximum wall protrusion	100 mm	<input type="checkbox"/>	
10	Minimum headroom clearance	2000 mm	<input type="checkbox"/>	
11	Detectable tapping rails installed	400–580 mm above floor	<input type="checkbox"/>	
12	Abrupt level changes avoided	Required	<input type="checkbox"/>	

2. FLOORS, SURFACES & MATERIALS

#	Compliance Item	Required Standard / Value	Check	Remarks / Deficiency
1	Slip-resistant flooring used	Wet and dry conditions	<input type="checkbox"/>	
2	Surfaces stable and level	Required	<input type="checkbox"/>	
3	30% luminance contrast maintained	Minimum 30%	<input type="checkbox"/>	
4	Contrasting color bands provided	Required	<input type="checkbox"/>	
5	Carpets securely attached	Required	<input type="checkbox"/>	
6	Carpet pile thickness compliant	13 mm maximum	<input type="checkbox"/>	
7	No tripping hazards from wiring	Required	<input type="checkbox"/>	
8	Surface patterns simple and non-confusing	Required	<input type="checkbox"/>	

9	Surface variation controlled	6 mm maximum	<input type="checkbox"/>	
10	Grating openings compliant	13 mm maximum	<input type="checkbox"/>	

3. RAMPS

#	Compliance Item	Required Standard / Value	Check	Remarks / Deficiency
1	Minimum width 1200 mm	1200 mm minimum	<input type="checkbox"/>	
2	Preferred ramp slope	1:20	<input type="checkbox"/>	
3	Special condition slope	1:15	<input type="checkbox"/>	
4	Maximum rise at 1:15	700 mm	<input type="checkbox"/>	
5	Maximum ramp length	10.50 m	<input type="checkbox"/>	
6	Intermediate landings provided	1800 mm minimum	<input type="checkbox"/>	
7	Landing minimum length 1800 mm	1800 mm minimum	<input type="checkbox"/>	
8	Level top and bottom landing provided	1800 mm minimum	<input type="checkbox"/>	
9	Dual handrails at 700 mm and 900 mm	Required	<input type="checkbox"/>	
10	300 mm handrail extension installed	Required	<input type="checkbox"/>	
11	Raised edge curb minimum 100 mm	100 mm minimum	<input type="checkbox"/>	
12	Warning tactile blocks installed	600 mm depth	<input type="checkbox"/>	
13	Warning tactile setback	300 mm	<input type="checkbox"/>	
14	Slip-resistant finish installed	Required	<input type="checkbox"/>	
15	Vehicular protection barrier	Required where applicable	<input type="checkbox"/>	

4. STAIRS

#	Compliance Item	Required Standard / Value	Check	Remarks / Deficiency
1	Maximum riser 150 mm	150 mm maximum	<input type="checkbox"/>	
2	Minimum tread 300 mm	300 mm minimum	<input type="checkbox"/>	
3	Slip-resistant nosing installed	Required	<input type="checkbox"/>	
4	No protruding nosing	Required	<input type="checkbox"/>	
5	Continuous handrails both sides	Required	<input type="checkbox"/>	
6	Braille floor indicators installed	Required	<input type="checkbox"/>	
7	Warning tactile blocks installed	600 mm depth	<input type="checkbox"/>	
8	Minimum width 1500 mm	1500 mm minimum	<input type="checkbox"/>	
9	Landings every 3 meters maximum	Required	<input type="checkbox"/>	
10	Landing depth	1500 mm minimum	<input type="checkbox"/>	
11	Adequate lighting provided	100–200 lux	<input type="checkbox"/>	
12	Spiral/winding stairs avoided	Not permitted	<input type="checkbox"/>	
13	Nosing luminance contrast	30% minimum	<input type="checkbox"/>	

5. HANDRAILS & GRAB BARS

#	Compliance Item	Required Standard / Value	Check	Remarks / Deficiency
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1	Diameter between 30 mm and 40 mm	30–40 mm	<input type="checkbox"/>	
2	Minimum wall clearance maintained	50 mm minimum	<input type="checkbox"/>	
3	Ledge clearance maintained	40 mm minimum	<input type="checkbox"/>	
4	Continuous gripping surface maintained	Required	<input type="checkbox"/>	
5	No sharp edges/projections	Required	<input type="checkbox"/>	
6	Closed-end handrail return provided	Required	<input type="checkbox"/>	
7	Braille destination markers installed	Required	<input type="checkbox"/>	
8	Handrails unobstructed	Required	<input type="checkbox"/>	
9	Guardrail height	1100 mm minimum	<input type="checkbox"/>	

6. ACCESSIBLE PARKING

#	Compliance Item	Required Standard / Value	Check	Remarks / Deficiency
1	Required accessible parking count provided	Per BP344 parking table	<input type="checkbox"/>	
2	Parking nearest accessible entrance	Required	<input type="checkbox"/>	
3	Parking width minimum 4000 mm	4000 mm	<input type="checkbox"/>	
4	Parking length minimum 5000 mm	5000 mm	<input type="checkbox"/>	
5	Level parking surface maintained	Firm and level	<input type="checkbox"/>	
6	Pole-mounted accessibility signs installed	600 × 600 mm	<input type="checkbox"/>	
7	Pole sign mounting height	2200 mm minimum	<input type="checkbox"/>	
8	Pavement markings installed	1000–1500 mm	<input type="checkbox"/>	
9	Accessible route connected to building	Required	<input type="checkbox"/>	
10	Accessible walkway width	1200 mm minimum	<input type="checkbox"/>	

7. SIDEWALKS, PATHWAYS & WALKWAYS

#	Compliance Item	Required Standard / Value	Check	Remarks / Deficiency
1	Minimum width 1500 mm	1500 mm minimum	<input type="checkbox"/>	
2	Passing space 1800 mm provided	1800 mm	<input type="checkbox"/>	
3	Cross slope maximum 1%	1% maximum	<input type="checkbox"/>	
4	Walkway slope	1:20 maximum	<input type="checkbox"/>	
5	Continuous accessible surface maintained	Required	<input type="checkbox"/>	
6	Cracks less than 6 mm	6 mm maximum	<input type="checkbox"/>	
7	Grating openings maximum 13 mm	13 mm maximum	<input type="checkbox"/>	
8	Directional tactile blocks installed	Required	<input type="checkbox"/>	
9	Turnaround spaces provided	Every 12 m maximum	<input type="checkbox"/>	
10	Dead-end turnaround	Within 3500 mm	<input type="checkbox"/>	
11	Vegetation trimmed	Required	<input type="checkbox"/>	
12	Walkways unobstructed	Required	<input type="checkbox"/>	

8. CURB RAMPS & DROPPED SIDEWALKS

#	Compliance Item	Required Standard / Value	Check	Remarks / Deficiency
1	Dropped sidewalks provided at crossings	Required	<input type="checkbox"/>	
2	Curb ramps do not obstruct pathways	Required	<input type="checkbox"/>	
3	Slope maximum 1:15	1:15 maximum	<input type="checkbox"/>	
4	Turning areas compliant	1500 x 1500 mm	<input type="checkbox"/>	
5	ISA signage installed	Required	<input type="checkbox"/>	
6	Pole-mounted signs installed	600 x 600 mm	<input type="checkbox"/>	
7	Pavement markings installed	Required	<input type="checkbox"/>	
8	Road elevation difference	19 mm maximum	<input type="checkbox"/>	
9	Drop-off ramp width	900 mm minimum	<input type="checkbox"/>	

9. DOORS & ENTRANCES

#	Compliance Item	Required Standard / Value	Check	Remarks / Deficiency
1	Accessible entrance provided	Required	<input type="checkbox"/>	
2	Door maneuvering clearance compliant	Required	<input type="checkbox"/>	
3	Accessible hardware installed	Required	<input type="checkbox"/>	
4	Thresholds minimized	Required	<input type="checkbox"/>	
5	Door swing does not obstruct route	Required	<input type="checkbox"/>	
6	Accessible entrance signage installed	Required	<input type="checkbox"/>	

10. ELEVATORS, ESCALATORS & LIFTS

#	Compliance Item	Required Standard / Value	Check	Remarks / Deficiency
1	Accessible elevator provided where required	Required	<input type="checkbox"/>	
2	Braille buttons installed	Required	<input type="checkbox"/>	
3	Audible floor announcements operational	Required	<input type="checkbox"/>	
4	Visual indicators operational	Required	<input type="checkbox"/>	
5	Accessible control heights maintained	Required	<input type="checkbox"/>	
6	Tactile warnings installed at waiting areas	300 mm setback	<input type="checkbox"/>	
7	Escalator tactile warnings installed	600 mm depth	<input type="checkbox"/>	
8	Elevator connected to accessible route	Required	<input type="checkbox"/>	

11. SIGNAGE & WAYFINDING

#	Compliance Item	Required Standard / Value	Check	Remarks / Deficiency
1	International Symbol of Access compliant	Pantone 279 / #5b92E5	<input type="checkbox"/>	
2	Braille signage installed	Grade 2 Braille	<input type="checkbox"/>	
3	Tactile maps provided	Required	<input type="checkbox"/>	
4	Directional signage installed	Required	<input type="checkbox"/>	
5	30% luminance contrast maintained	Minimum 30%	<input type="checkbox"/>	
6	Mounting heights compliant	1500 mm	<input type="checkbox"/>	
7	Audio/visual/tactile signage coordinated	Required	<input type="checkbox"/>	

8	Accessible toilet signs installed	200 x 200 mm minimum	<input type="checkbox"/>	
9	Raised letter height	16–50 mm	<input type="checkbox"/>	
10	Embossed character depth	0.75 mm minimum	<input type="checkbox"/>	
11	Pictogram border dimension	150 mm minimum	<input type="checkbox"/>	
12	Pole sign clearance	2200 mm minimum	<input type="checkbox"/>	

12. TACTILE FLOOR SYSTEMS

#	Compliance Item	Required Standard / Value	Check	Remarks / Deficiency
1	Directional tactile blocks installed	Minimum 4 bars	<input type="checkbox"/>	
2	Warning tactile blocks installed	Minimum 25 domes	<input type="checkbox"/>	
3	Positional tactile blocks installed	Required	<input type="checkbox"/>	
4	50% luminance contrast maintained	Minimum 50%	<input type="checkbox"/>	
5	Tactile route connected to key destinations	Required	<input type="checkbox"/>	
6	Tactile guidance to elevators provided	Required	<input type="checkbox"/>	
7	Tactile guidance to toilets provided	Required	<input type="checkbox"/>	
8	Warning blocks before stairs/escalators	600 mm depth	<input type="checkbox"/>	
9	Tactile tile size	300 x 300 mm	<input type="checkbox"/>	
10	Raised element height	5 mm	<input type="checkbox"/>	

13. ACCESSIBLE TOILETS & WASHROOMS

#	Compliance Item	Required Standard / Value	Check	Remarks / Deficiency
1	Accessible toilet provided	Required	<input type="checkbox"/>	
2	Turning clearance compliant	Wheelchair turning space	<input type="checkbox"/>	
3	Grab bars installed	Required	<input type="checkbox"/>	
4	Accessible lavatory installed	Required	<input type="checkbox"/>	
5	Slip-resistant flooring provided	Required	<input type="checkbox"/>	
6	Braille signage installed	Required	<input type="checkbox"/>	
7	Door maneuvering clearance compliant	Required	<input type="checkbox"/>	
8	Accessible accessories reachable	Required	<input type="checkbox"/>	
9	Accessible route connection	Required	<input type="checkbox"/>	

14. LIGHTING & ILLUMINATION

#	Compliance Item	Required Standard / Value	Check	Remarks / Deficiency
1	Minimum 100 lux along accessible routes	100 lux minimum	<input type="checkbox"/>	
2	Uniform lighting without glare	Required	<input type="checkbox"/>	
3	Controls illuminated	100 lux minimum	<input type="checkbox"/>	
4	30% luminance contrast maintained	Minimum 30%	<input type="checkbox"/>	
5	Reflective finishes properly balanced	Required	<input type="checkbox"/>	
6	Walls smooth or with trailing guides	Required	<input type="checkbox"/>	

7	Corridor illumination	100 lux minimum	<input type="checkbox"/>	
8	Stair illumination	200 lux preferred	<input type="checkbox"/>	

15. PROTRUSIONS & LOW HEADROOM

#	Compliance Item	Required Standard / Value	Check	Remarks / Deficiency
1	Objects do not protrude more than 100 mm	100 mm maximum	<input type="checkbox"/>	
2	Detectable tapping rails installed where required	400–580 mm	<input type="checkbox"/>	
3	Warning tactile blocks installed at hazards	Required	<input type="checkbox"/>	
4	Accessible width not reduced by projections	Required	<input type="checkbox"/>	
5	Sharp edges avoided	Required	<input type="checkbox"/>	
6	Minimum headroom maintained	2000 mm	<input type="checkbox"/>	

16. HEARING ENHANCEMENT SYSTEMS

#	Compliance Item	Required Standard / Value	Check	Remarks / Deficiency
1	Assistive listening systems installed where required	Assembly spaces	<input type="checkbox"/>	
2	Hearing enhancement signage installed	Required	<input type="checkbox"/>	
3	Audio-visual announcements coordinated	Required	<input type="checkbox"/>	
4	Accessible public service counters available	At least one	<input type="checkbox"/>	

17. PUBLIC TRANSPORT FACILITIES

#	Compliance Item	Required Standard / Value	Check	Remarks / Deficiency
1	Accessible boarding areas provided	Required	<input type="checkbox"/>	
2	Accessible ticket counters available	Required	<input type="checkbox"/>	
3	Priority seating designated	Required	<input type="checkbox"/>	
4	Audio and visual announcements operational	Required	<input type="checkbox"/>	
5	Tactile guidance systems installed	Required	<input type="checkbox"/>	
6	Accessible elevators/escalators available	Required	<input type="checkbox"/>	

18. EMERGENCY & LIFE SAFETY

#	Compliance Item	Required Standard / Value	Check	Remarks / Deficiency
1	Accessible emergency route	Required	<input type="checkbox"/>	
2	Visual alarms	Required	<input type="checkbox"/>	
3	Audible alarms	Required	<input type="checkbox"/>	
4	Accessible emergency signage	Required	<input type="checkbox"/>	
5	Accessible refuge areas	Where applicable	<input type="checkbox"/>	

19. BUILDING PERMIT, INSPECTION & OCCUPANCY

#	Compliance Item	Required Standard / Value	Check	Remarks / Deficiency
1	BP 344 compliance included in permit review	Required	<input type="checkbox"/>	
2	Accessibility inspection conducted	Required	<input type="checkbox"/>	
3	As-built accessibility verified	Required	<input type="checkbox"/>	

4	Non-compliance deficiencies corrected	Required	<input type="checkbox"/>	
5	Occupancy compliance confirmed	Required	<input type="checkbox"/>	
6	Accessibility documentation maintained	Required	<input type="checkbox"/>	

ACCESSIBLE PARKING COMPUTATION TABLE

Total Parking Slots	Required Accessible Parking Slots
1–25	1
26–50	2
51–75	3
76–100	4
101–150	5
151–200	6
201–300	7
301–400	8
401–500	9
501–1000	2% of total parking slots
1001+	20 + 1 per additional 100

SIGNAGE LETTER HEIGHT REFERENCE

Viewing Distance	Minimum Letter Height
1 m	10 mm
3 m	30 mm
5 m	50 mm
10 m	100 mm
20 m	200 mm
30 m	300 mm
50 m	500 mm

FINAL ACCESSIBILITY AUDIT SUMMARY

Total Audit Items	
Compliant Items	
Non-Compliant Items	
Items Requiring Correction	
Recommended Corrective Action	
Recommended Re-Inspection Date	

Prepared By

Reviewed By

Approved By

Name & Signature

Name & Signature

Name & Signature