

# RMIT University

## Signage Design Standards

Revision 5 | 27 MAY 2024

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# Introduction

This section explains the purpose of the Signage Design Standards and how to use this document.

# Introduction

## Overview

The Signage Design Standards provide a set of guidelines for users to implement wayfinding information consistently throughout RMIT University campuses and buildings.

The successful implementation of the Signage Design Standards will help create campuses that are legible, welcoming, memorable and most importantly, understood by all RMIT University students, staff and visitors.

This document is intended for use by nominated university staff, planners, architects, wayfinding consultants and signage contractors to implement signage from project initiation through to project completion across all external and internal campus environments.

The Signage Design Standards provide the approved information system, its principles and application. It also details the individual sign types and the technical data required to procure, manufacture, install and maintain signage assets. To be effective it is important that all users adhere the principles set out in this document.

The Signage Design Standards should be referred to in the following circumstances;

- New development projects
- Wayfinding and signage upgrades
- Maintenance

The signage family consists of signs for the following purposes;

- Identification
- Directional information
- Directories
- Amenity identification
- Interpretive information
- Statutory information

The Signage Design Standards should be read in conjunction with the RMIT Brand Guidelines.

The Royal Melbourne Institute of Technology and RMIT University will be referred to as RMIT hereafter.

RMIT is responsible for the administration and ownership of this document.

# Introduction

## RMIT Signage Review and Approval Process

Consistent implementation of the Signage Design Standards requires compliance with the following approvals process.

The overall responsibility for this Signage Design Standard resides with RMIT Property Services Group (PSG). The most current version of the Signage Design Standard can be found on the RMIT University website: <http://www1.rmit.edu.au/propertyservices/dsb>

### **Review and Approval Responsibilities:**

#### **1. New Build**

The appointed RMIT project manager will arrange review and endorsement of new build signage proposals from the Technical User Group Forum and Design Compliance Committee in Schematic & Design Development stages.

#### **2. Refurbishments**

The appointed RMIT project manager will arrange review and endorsement of refurbishment proposals from the Technical User Group Forum and Design Compliance Committee in Schematic & Design Development stages.

#### **3. Existing Signage / Updates / Maintenance**

All existing signage, updates and maintenance proposal requests are to be actioned via PSG Maintenance and Minor Works. For the Swanston Academic Building and Design Hub buildings refer to respective bespoke signage packages.

#### **4. Signage Design Standard Deviations**

For signage proposals that deviate from the Signage Design Standard, the Architect / lead consultant / RMIT project manager will need to seek endorsement from the Design Compliance Committee.

#### **5. Room Numbering and Naming**

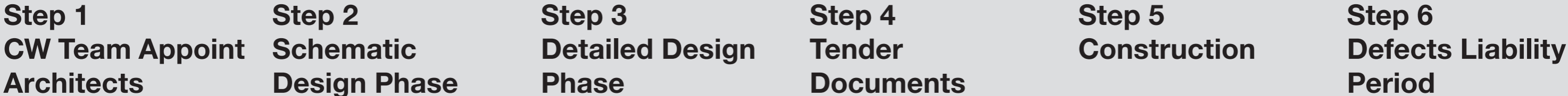
All room names must be reviewed and approved by the relevant project stakeholders and Campus Planning. Room numbering must follow RMIT's established room numbering system, refer to Appendix A.

Refer to the diagram on the following page for an overview of the tasks required at each stage of the project to establish an approved room numbering strategy. This process is to be followed for all new buildings and refurbishments involving reconfigured room layouts.

# Introduction

## RMIT Signage Review and Approval Process

Diagram showing the steps for approval of room numbering across the stages of a typical project.



Kick off Meeting - Signage Standards & Room Naming as Agenda item.

Issue drawings to Campus Planning (CPS) for review.  
  
CPS to confirm room numbers to be used.

ITS or AV representative to log ServiceNow request for the room to be added to Outlook if centrally bookable room providing the PC dates for projects.

Full set of drawings issued to CPS so SISFM can be updated.  
  
Contact Details:  
property.central@rmit.edu.au

# Introduction

## Reference documents

The following documents have been referenced within this document, and must be adhered to during the roll out of these guidelines. Ensure current versions of each document are referenced.

- RMIT Design Standards
- RMIT Inclusion, Diversity, Equity and Accessible (IDEA) Framework, and Responsible Practice
- RMIT Brand Guidelines
- NCC Building Code of Australia (BCA) National Construction Code Series
- AS 1319  
Safety signs for the occupational environment
- AS 1428.1  
Design for access and mobility - General requirements for access -  
New building work
- AS1428.2  
Design for access and mobility
- AS 1428.4.2  
Design for access and mobility- Means to assist the orientation of people with vision  
impairment - Wayfinding signs
- AS 1288  
Glass in buildings
- AS/NZS 2243.3  
Safety in laboratories Part 3: Microbiological safety and containment
- AS 1743  
Road Signs And Traffic Signals  
S.R No. 41/2017, Version No 008 Road Safety Rules
- Access Studio undertook an access audit report on the RMIT University Signage Design  
Standards on the 23 November 2020.

# Introduction

## Document Sections

This Signage Design Standards is divided into 7 sections:

### **01 Inclusion, Diversity, Equity and Access**

This section provides an overview of RMIT's vision towards inclusive design, accessibility, reconciliation and the design response to incorporate this vision into the signage family.

### **05 Design Elements**

This section outlines the overarching graphic elements for the sign family. This includes use of brand, typography, braille, pictograms, arrows and colour.

### **02 Sign Family Overview**

This section provides an overview of each sign type included in the Signage Design Standards.

### **06 Sign Type Documentation**

This section outlines each sign type within the Signage Design Standards in detail. It provides information on how and where to locate signs, typical graphic set outs and construction and installation details.

### **03 Wayfinding Principles**

This section sets the guiding principles for how to select, locate and message a sign to suit the operational requirements of the environment.

### **07 Performance Specification and Maintenance**

This section provides guidance on the ongoing maintenance of signage once installed. It outlines the assessment process to ensure signage is of the highest quality standard at all times

### **04 Sign Messaging**

This section provides guidance on information delivery, hierarchy and approved terminology to ensure a consistent language is used across all RMIT campuses.



# Introduction

## Signage Implementation

This page provides an overview of the steps to follow when implementing new signage elements. Once the need for a new sign has been identified, follow these next steps.

<b>Step 1 Purpose</b>	<b>Step 2 Location and Context</b>	<b>Step 3 Sign Selection</b>	<b>Step 4 Design Documentation</b>	<b>Step 5 Implementation</b>	<b>Step 6 Maintenance</b>
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Analyse the function of the space, consider the key users, their journey, key decision points and information requirements.

Refer to Section 03 Wayfinding Principles for guidance on the required sign type/s to suit the intended purpose and stage of the user journey identified in Step 1.

Refer to Section 06 Sign type Design Documentation for guidance on location and placement of signage.

Refer to Section 02 Sign Family Overview to select the sign that is appropriate for the context and functional requirements.

Refer to Section 04 Sign Messaging to generate content for each selected sign.

Refer to Section 05 Design Elements and 06 Sign type Design Documentation to prepare a collated design documentation package including the following:

- Summary of sign types required, referencing the sign type code(s) from this document.
- Sign location plan.
- Sign message schedule, outlining the content that will appear on the sign(s).

Refer to Section 06 Sign type Design Documentation for design intent drawings.

The signage manufacture and installation will be undertaken by an appointed signage contractor.

The signage contractor will create shop drawings for each sign and issue to the stakeholder group for approval prior to fabrication.

Refer to Section 07 Performance Specification and Maintenance for guidance on performance specification and the ongoing maintenance of signage once installed.

# 01

## Inclusion, Diversity, Equity and Access


This section provides an overview of RMIT's vision towards inclusive design, accessibility, reconciliation and the design response to incorporate this vision into the signage family.

# 01 Inclusion, Diversity Equity and Access Vision

“Inclusion is a commitment against which we must all be held to account.

At RMIT, inclusion is a core value. It’s at the heart of our Knowledge with Action strategy, and it’s integral to the way we contribute to the communities we exist to serve.”

*Excerpt from RMIT’s Inclusion, Diversity, Equity and Access (IDEA) Framework, and Responsible Practice.*



**Inclusion, Diversity, Equity  
and Access Framework**

**Inclusive by Design: Everyone, Everywhere, All the Time**

RMIT UNIVERSITY

**Acknowledgement of Country**

RMIT University acknowledges the people of the Woi wurrung and Boon wurrung language groups of the eastern Kulin Nation on whose unceded lands we conduct the business of the University.

RMIT University respectfully acknowledges their Ancestors and Elders, past and present.

RMIT also acknowledges the Traditional Custodians and their ancestors of the lands and waters across Australia where we conduct our business.

RMIT’s Inclusion, Diversity, Equity and Access Framework seeks to include and benefit from Indigenous knowledges and perspectives in the continued delivery and evaluation of this plan towards 2030.




**Our Aim: Inclusive by Design**

RMIT knows that when a system is built with inclusion in mind, enabling practices become the norm, and fewer barriers impede a person’s agency and ability to thrive.

We also know we still need to address unique needs and discrimination, and create enabling environments for people with differing lived experiences.

This Inclusion, Diversity, Equity and Access (IDEA) Framework creates a blueprint for our continued journey towards a more inclusive and accessible RMIT. To achieve our strategic aspirations, we need to ensure that everyone is included and enabled to thrive, whoever and wherever they are.

This means we need to enhance local action across the locations and entities of the RMIT Group, and over the nine years of the Framework, we aim to shape an RMIT that is: Inclusive by design.



IDEA Framework | 4


**Adopting ‘Responsible Practice’ to guide us in reconciliation, equity, diversity and inclusion**

At the heart of how we live our values, including the RMIT value of inclusion, is our commitment to a just and meaningful relationship between Indigenous communities and the RMIT community.

We acknowledge that RMIT was established, and continues to operate, as a colonial institution on Aboriginal country in its Australian locations.

The RMIT strategy, ‘Knowledge with Action’ commits to our strategic transition as an RMIT community from Reconciliation to Responsible Practice. This transition reflects the growth in our maturity in this space through our shared reconciliation journey over the past six years.

- Responsible Practice is about behaving in a fair, honest and ethical manner in all our activities and relationships, respecting Indigenous populations across the globe and in the locations RMIT operates.
- This involves recognising, interpreting, and acting upon multiple principles and values including reconciliation, cultural safety, ethical responsibility, diversity and inclusion, among others.
- It also means being conscious of and working to address the power dynamics, biases, and prejudices at play in our own and other’s behaviours and that are embedded structurally within the RMIT Group and across society more broadly.
- Responsible practice is therefore about working continually and with great focus to enlive these principles and values in our day-to-day as part of who we are, not as separate or standalone activities and behaviours that we engage with at specific times or in certain contexts.
- The commitment to responsible practice informs this Framework and its implementation.



IDEA Framework | 9

# 01 Inclusion, Diversity Equity and Access

## Vision Design Response

### Overview

To respond to our vision towards reconciliation, the sign family includes several signs to deliver Welcome to Country statements, indigenous recognition content and indigenous graphic motifs.

### Welcome/Entry Statement Piece

Details of this element are currently being developed and will be included once complete.

### S.20 Indigenous Recognition Sign

Located at main pedestrian entrances into RMIT's University campuses.

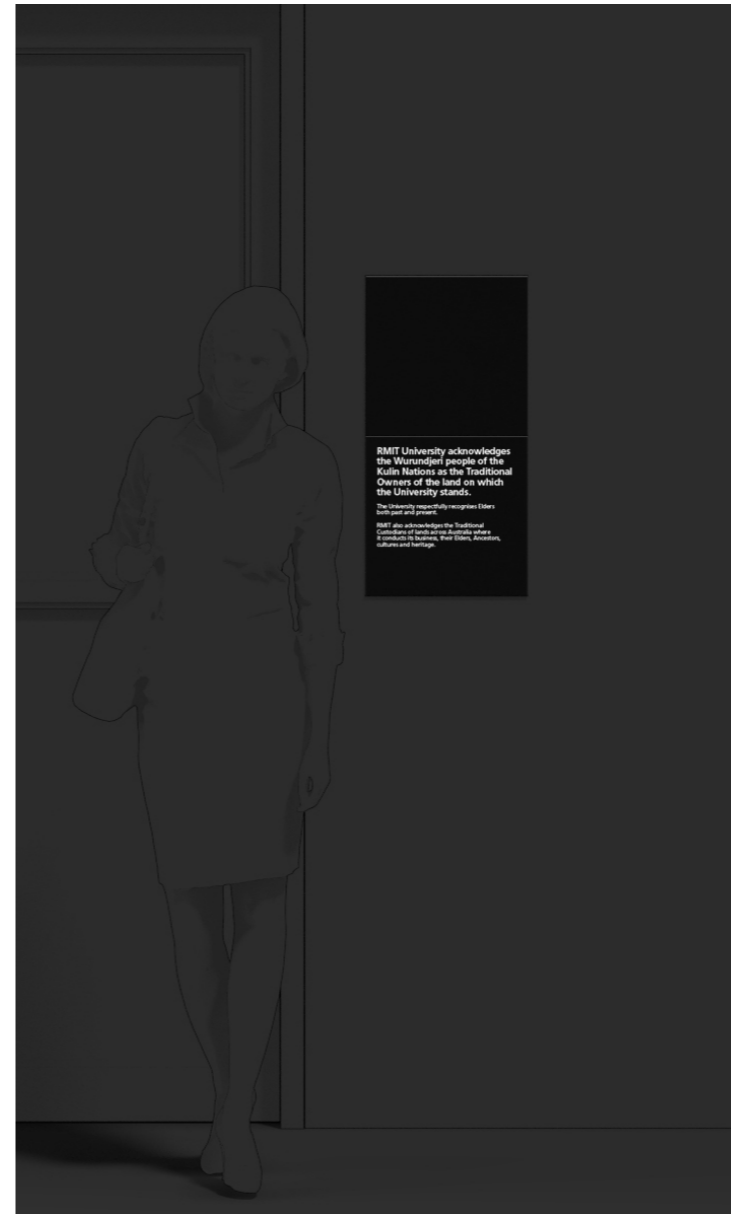
### Indigenous Motif

An indigenous motif is currently being developed for integration with the following sign types;

- S.20 Indigenous Recognition Sign
- S.38A Room Sign Supplementary Panel

NOTE: PLACEHOLDER ONLY.

Welcome / Entry Statement Piece  
To be developed on a project by project basis.



S.20 Indigenous Recognition Sign



S.38A Room Sign  
Supplementary Panel

# 02

## Sign Family Overview

This section provides an overview of each sign type included in the Signage Design Standards.

## 02 Sign Family Overview

### Campus and Building Identification (1 of 10)

#### Overview

This diagram shows each sign type within the sign family.



#### S.01

RMIT Campus Identification  
Illuminated

RMIT University brand sign, typically mounted to a building facade at a high level to help identify RMIT University campuses and buildings from long distances.

Illumination: Yes  
Digital: No  
Data: Yes

#### S.02

RMIT Campus Identification  
Non-Illuminated

RMIT University brand sign to provide identification of RMIT University campuses and buildings on approach.

Illumination: No  
Digital: No  
Data: No

#### S.03

Campus Entry Identification  
- Primary  
Free-standing Totem

Free-standing totem to identify major RMIT Campus entries. Sign includes a digital screen to provide dynamic content such as university announcements and event information.

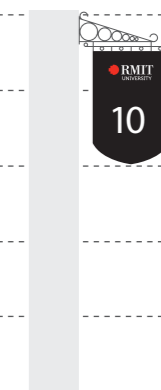
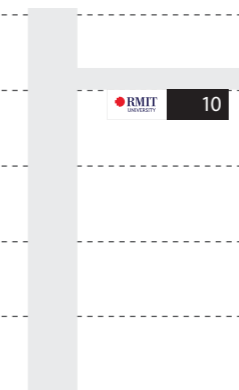
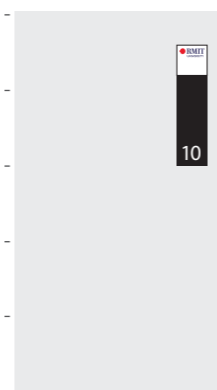
Illumination: Yes  
Digital: Yes  
Data: Yes

#### S.04

Campus Entry Identification  
- Secondary  
Free-standing Totem

Free-standing totem to identify RMIT campus entries when digital content is not required.

Illumination: Yes  
Digital: No  
Data: No



#### S.05

Building Identification  
Projected

Facade mounted projected sign identifying building number. To be used when the approach path is parallel with the edge of building.

Illumination: No  
Digital: No  
Data: No

#### S.06

Building Identification  
Wall Mounted

Facade mounted sign identifying building number.

Illumination: No  
Digital: No  
Data: No

#### S.07

Building Identification  
Awning Mounted

Awning mounted sign identifying building number and name at main entry of buildings.

Illumination: No  
Digital: No  
Data: No

#### S.08

Building Identification  
Projected Heritage Building

Facade mounted sign identifying building number at main entry of heritage buildings.

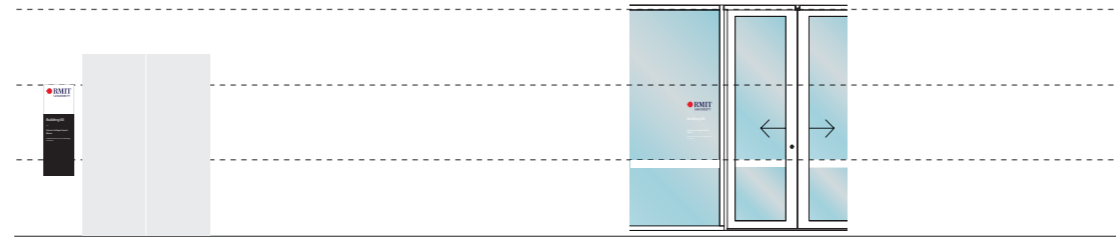
Illumination: No  
Digital: No  
Data: No

## 02 Sign Family Overview

### Campus and Building Identification (2 of 10)

#### Overview

This diagram shows each sign type within the sign family.



#### S.09

##### Building Entry Sign

Wall Mounted

Wall mounted sign to identify main building entries. Includes RMIT branding, building number or street address, school or department name(s) and conditions of entry / security information as required.

Illumination: No  
Digital: No  
Data: No

#### S.10

##### Building Entry Sign

Glazing Mounted

Glazing mounted sign to identify main building entries. Includes RMIT branding, building number or street address, school or department name(s) and conditions of entry / security information as required.

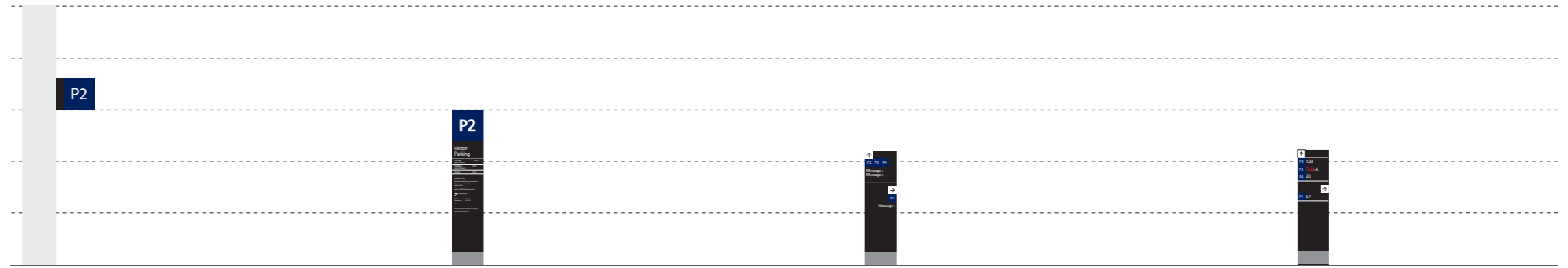
Illumination: No  
Digital: No  
Data: No

# 02 Sign Family Overview

## Car Park and Vehicular Directional Signs (3 of 10)

### Overview

This diagram shows each sign type within the sign family.



**S.11**  
Car Park Identification  
Projected

Facade mounted sign to identify RMIT car parks.

Illumination: No  
Digital: No  
Data: No

**S.12**  
Car Park Entry Identification  
Free-standing Totem

Free-standing totem to identify RMIT car parks. Provides conditions of entry if required.

Illumination: No  
Digital: No  
Data: No

**S.13**  
Vehicular Directional Sign  
Free-standing Totem

Free standing totem providing vehicular directional information at key decision points.

Illumination: No  
Digital: No  
Data: No

**S.14**  
Vehicular Directional Sign with Digital  
Free-standing Totem

Free-standing totem providing vehicular directional information at key decision points, and includes digital display providing information about available car spaces.

Illumination: No  
Digital: Yes  
Data: Yes



**S.15**  
Vehicular Directional Sign  
Suspended

Suspended sign providing vehicular directional information at key decision points.

Illumination: No  
Digital: No  
Data: No



**S.16**  
Vehicular Directional Sign  
Wall Mounted

Wall mounted sign providing vehicular directional information at key decision points.

Illumination: No  
Digital: No  
Data: No



**S.17**  
Parking Zone Identification  
Column Mounted

Identifies parking zones within car parks to assist with orientation.

Illumination: No  
Digital: No  
Data: No



**S.18**  
Ticketing Information

Identifies ticketing machine and provides ticketing and parking information and conditions.

Illumination: No  
Digital: No  
Data: No

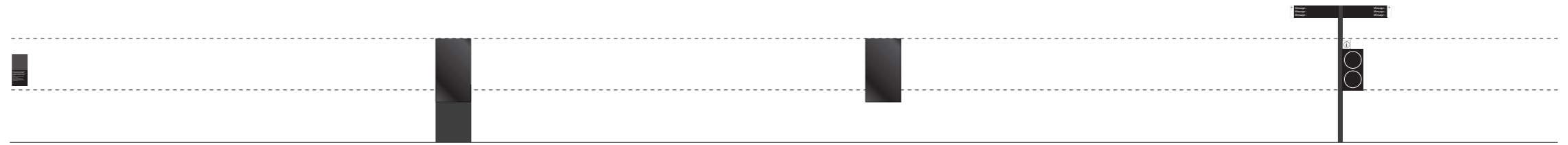


# 02 Sign Family Overview

## Wayfinding, Information and Room Signs (4 of 10)

### Overview

This diagram shows each sign type within the sign family.



**S.20**  
Indigenous Recognition Sign

Sign to provide indigenous recognition messaging in line with RMIT's Inclusion, Diversity, Equity and Accessibility (IDEA) Framework, and Responsible Practice throughout campuses and buildings.

Illumination: No  
Digital: No  
Data: No

**S.21**  
Digital Display  
Free-standing Totem

Free-standing digital screen providing dynamic content such as wayfinding, advertising and event information.

Illumination: Yes  
Digital: Yes  
Data: Yes

**S.22**  
Digital Display  
Wall Mounted

Wall mounted digital screen providing dynamic content such as wayfinding, advertising and event information.

Illumination: Yes  
Digital: Yes  
Data: Yes

**S.23**  
Pedestrian Directional Sign with Map  
Pole Mounted

External pole mounted sign providing directional information for pedestrians at major decision points. Directs to major destinations, amenities and building entries. Includes 'you are here' campus and precinct map.

Illumination: No  
Digital: No  
Data: No



**S.24**  
Pedestrian Directional Sign  
Pole Mounted

External pole mounted sign providing directional information for pedestrians at major decision points. Directs to major destinations, amenities and building entries.

Illumination: No  
Digital: No  
Data: No

**S.25**  
Pedestrian Directional Sign  
Wall Mounted

External or internal wall mounted sign providing directional information for pedestrians at major decision points. Directs to major destinations, amenities and building or room entries.

Illumination: No  
Digital: No  
Data: No

**S.26**  
Pedestrian Directional Sign  
Suspended

Internal suspended sign providing directional information for pedestrians at major decision points.

Illumination: No  
Digital: No  
Data: No

**S.27**  
Building Directory  
Free-standing Totem

Free-standing building directory located at building entry foyers and level lobbies.

Illumination: No  
Digital: No  
Data: No

# 02 Sign Family Overview

## Wayfinding, Information and Room Signs (5 of 10)

### Overview

This diagram shows each sign type within the sign family.



**S.28**  
Building Directory  
Wall Mounted

Wall mounted building directory located at building entry foyers and level lobbies.

Illumination: No  
Digital: No  
Data: No

**S.29**  
Internal Building Threshold Identification

Provides building identification and directional information at internal building thresholds.

Illumination: No  
Digital: No  
Data: No

**S.30**  
Level Identification

Identifies levels within building, located opposite lift cores or within stairwells.

Illumination: No  
Digital: No  
Data: No

**S.31**  
Destination Identification  
Wall Mounted

Wall mounted identification sign for major and minor destinations within RMIT University campuses and buildings, eg RMIT Connect, Library etc.

Illumination: No  
Digital: No  
Data: No



**S.32**  
Destination Identification  
Desk Mounted

Desk mounted identification sign for major and minor destinations within RMIT University campuses and buildings, eg RMIT Connect, Library etc.

Illumination: No  
Digital: No  
Data: No

**S.33**  
Destination Identification  
Suspended

Suspended identification sign for major and minor destinations within RMIT University campuses and buildings, eg RMIT Connect, Library etc.

Illumination: No  
Digital: No  
Data: No

**S.34**  
Amenity Identification  
Projected

Projected sign used to identify:  
- wireless internet locations  
- the entry to amenities  
- the entry to a stair or lift

Illumination: No  
Digital: No  
Data: No

**S.35**  
Room Sign  
Teaching Space

Wall or glazing mounted sign to identify teaching spaces.

Illumination: No  
Digital: No  
Data: No

# 02 Sign Family Overview

## Wayfinding, Information and Room Signs (6 of 10)

### Overview

This diagram shows each sign type within the sign family.



**S.36**  
Room Sign  
Office / Meeting Room

Wall or glazing mounted sign to identify offices and meeting rooms.

Illumination: No  
Digital: No  
Data: No

**S.37**  
Room Sign  
Store / Utility

Door mounted sign to identify store and utility rooms (eg communication rooms, electrical, cleaners room).

Illumination: No  
Digital: No  
Data: No

**S.38**  
Room Sign  
Supplementary Panel

This sign allows for provision of extra information at room entries where required.

Illumination: No  
Digital: No  
Data: No

**S.39**  
Room Information Sign

Wall mounted sign to provide information at entry to lecture theatres, auditoriums and classrooms. Provides details on audio and visual services, room capacity, room layout and support phone numbers.

Illumination: No  
Digital: No  
Data: No



**S.40**  
Asset Code

Room codes used for building maintenance.

Illumination: No  
Digital: No  
Data: No

**S.41**  
Push / Pull Door Sign

Door mounted sign to identify the opening direction of doors.

Illumination: No  
Digital: No  
Data: No

# 02 Sign Family Overview

## Statutory and Regulatory Signs (7 of 10)

### Overview

This diagram shows each sign type within the sign family.



**S.50**  
Amenities  
Braille & Tactile Sign

Raised braille and tactile signs to identify amenities.

Illumination: No  
Digital: No  
Data: No

**S.51**  
Level Exit  
Braille & Tactile Sign

Raised braille and tactile signs to identify exits on each level.

Illumination: No  
Digital: No  
Data: No

**S.52**  
Hearing Loop  
Braille & Tactile Sign

Raised braille and tactile signs to identify hearing loop facilities within spaces.

Illumination: No  
Digital: No  
Data: No

**S.53**  
Safe Refuge  
Braille & Tactile Sign

Raised braille and tactile signs to identify safe refuge locations.

Illumination: No  
Digital: No  
Data: No



**S.54A**  
Accessible Entry  
Braille & Tactile Sign  
Wall Mounted

Raised braille and tactile signs to identify accessible route and entries to buildings.

Illumination: No  
Digital: No  
Data: No

**S.54B**  
Accessible Entry  
Braille & Tactile Sign  
Free-standing Totem

Freestanding sign to identify accessible route and entries to buildings.

Illumination: No  
Digital: No  
Data: No

**S.55**  
75mm Fire Services  
- External

External door mounted sign to identify fire services, eg Sprinkler Valve, Sprinkler Booster, Water Meter, etc.

Illumination: No  
Digital: No  
Data: No

**S.56**  
50mm Fire Services  
- Internal

Internal door mounted sign to identify fire services, eg Fire Hose Reel, Fire Extinguisher, Electrical etc.

Illumination: No  
Digital: No  
Data: No

## 02 Sign Family Overview

### Statutory and Regulatory Signs (8 of 10)

#### Overview

This diagram shows each sign type within the sign family.



#### S.57

20mm Fire Services

- Internal

Door mounted signs to identify smoke and fire safety doors.

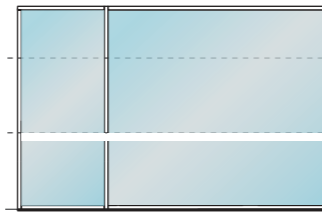
Illumination: No  
Digital: No  
Data: No

## 02 Sign Family Overview

### Glazing Mounted Decals (9 of 10)

#### Overview

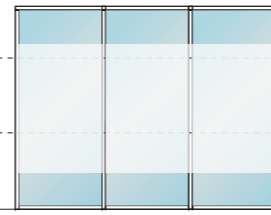
This diagram shows each sign type within the sign family.



**S.60**  
Safety Decal to Glazing

Provides manifestation on glazing to reduce chance of accidental impact.

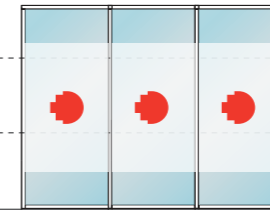
Illumination: No  
Digital: No  
Data: No



**S.61**  
Privacy Glazing to Glazing

Provides privacy on glazing to offices, teaching spaces, etc.

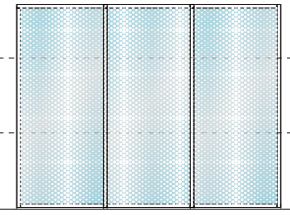
Illumination: No  
Digital: No  
Data: No



**S.62**  
RMIT Brand Graphic to Glazing

RMIT branded glazing film to provide privacy to offices, teaching spaces, etc.

Illumination: No  
Digital: No  
Data: No



**S.63**  
Environmental Graphic to Glazing

Film with graphic pattern applied to glazing to provide privacy to offices, teaching spaces, etc.

Illumination: No  
Digital: No  
Data: No

## 02 Sign Family Overview

### Sign Holders and Templates (10 of 10)

#### Overview

This diagram shows each sign type within the sign family.



#### **S.70**

##### Paper Insert A3

Landscape

A3 landscape paper insert holder for temporary signage, internal notices, etc.

Illumination: No  
Digital: No  
Data: No

#### **S.71**

##### Paper Insert A3

Portrait

A3 portrait paper insert holder for temporary signage, internal notices, etc.

Illumination: No  
Digital: No  
Data: No

#### **S.72**

##### Paper Insert A4

Landscape

A4 paper landscape insert holder for temporary signage, internal notices, etc.

Illumination: No  
Digital: No  
Data: No

#### **S.73**

##### Paper Insert A4

Portrait

A4 paper portrait insert holder for temporary signage, internal notices, etc.

Illumination: No  
Digital: No  
Data: No



#### **S.74**

##### Evacuation Map Holder

Wall mounted holder for emergency evacuation map which identifies exit/evacuation routes and position of emergency and fire fighting equipment.

Illumination: No  
Digital: No  
Data: No

#### **S.75**

##### Notice Sign

Landscape

Wall mounted sign to provide notices.

Illumination: No  
Digital: No  
Data: No

#### **S.76**

##### Notice Sign

Portrait

Wall mounted sign to provide notices.

Illumination: No  
Digital: No  
Data: No

# 03

## Wayfinding Principles

This section sets the guiding principles for how to select, locate and message a sign to suit the operational requirements of the environment.



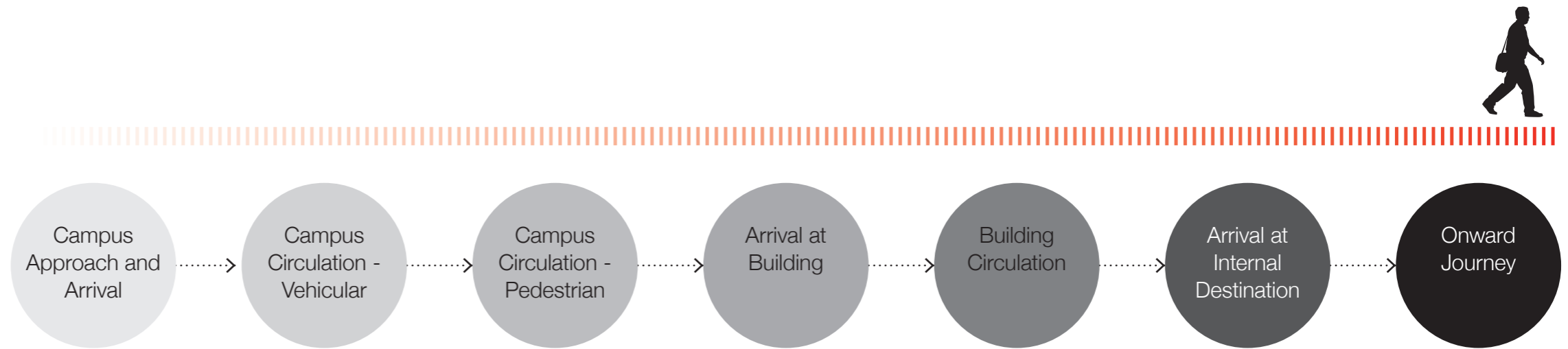
# 03 Wayfinding Principles

## Typical User Journey Overview

### Overview

This section provides details on sign planning at each stage of the user journey.

This diagram illustrates 7 key stages within a comprehensive user journey.



# 03 Wayfinding Principles

## Sign Selection and Content

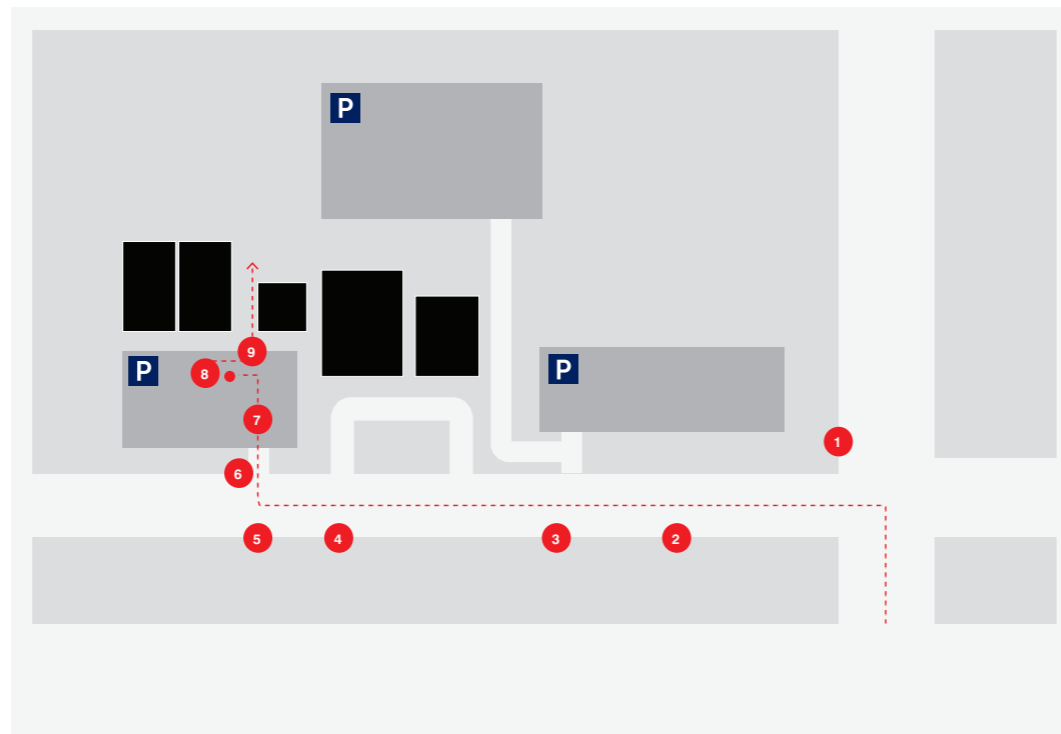
### Overview

This diagram illustrates a typical vehicular journey from campus entry to an external open space car park.

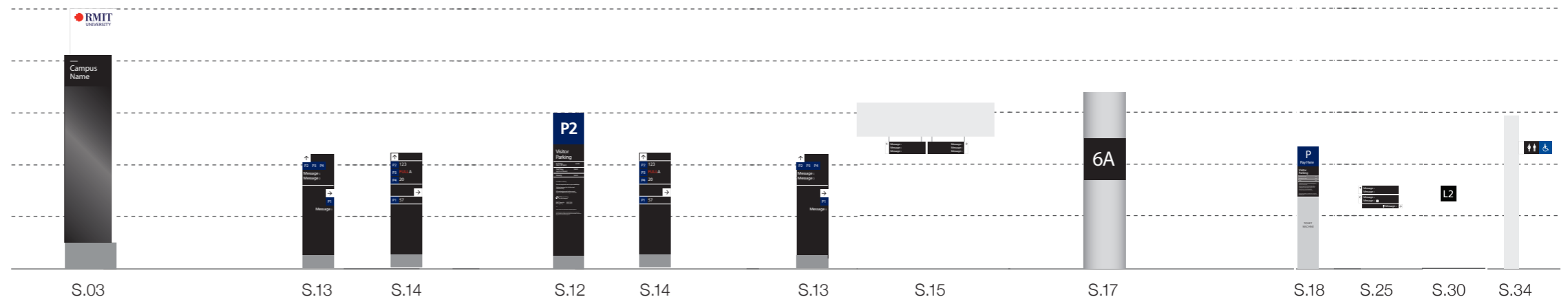
Building an understanding of the main path of travel for each context is necessary to plan and select the sign type required for the context. Each number on the diagram is indicative of a key decision point. The corresponding table details the required information and suitable sign types.

Refer to the sign type section for more detailed information on each sign type.

### Typical Vehicular Journey - Campus entry to open space car park



1	2 3 4 5	6	7	8	9
<b>Campus Identification on Approach</b>	<b>Campus Circulation Vehicular</b>	<b>Entry to Car Park</b>	<b>Car Park Circulation Vehicular</b>	<b>Parking Bay Identification</b>	<b>Pedestrian Circulation</b>
<b>Content</b> - RMIT Logo - Car Park Identification - Entrance Address/Identification	<b>Content</b> - Directional Information - Digital Display (parking spaces)	<b>Content</b> - Digital Display (parking spaces) - Conditions of Entry - Parking Conditions	<b>Content</b> - Directional Information	<b>Content</b> - Parking Zone Identification	<b>Content</b> - Ticketing Information - Onward Directional Information
<b>Relevant sign type(s)</b> - S.03 / S.04 Campus Entry Identification signs	<b>Relevant sign type(s)</b> - S.13, / S.14 Vehicular Directional Signs	<b>Relevant sign type(s)</b> - S.14 Vehicular Directional Signs - S.12 Car Park Identification	<b>Relevant sign type(s)</b> - S.13 / S.14 / S.15 / S.16 Vehicular Directional Signs	<b>Relevant sign type(s)</b> - S.17 Parking Zone Identification	<b>Relevant sign type(s)</b> - S.18 Ticketing Information - S.23 / S.24 / S.25 / S.26/ S.27 Pedestrian Directional Signs



# 03 Wayfinding Principles

## Sign Selection and Content

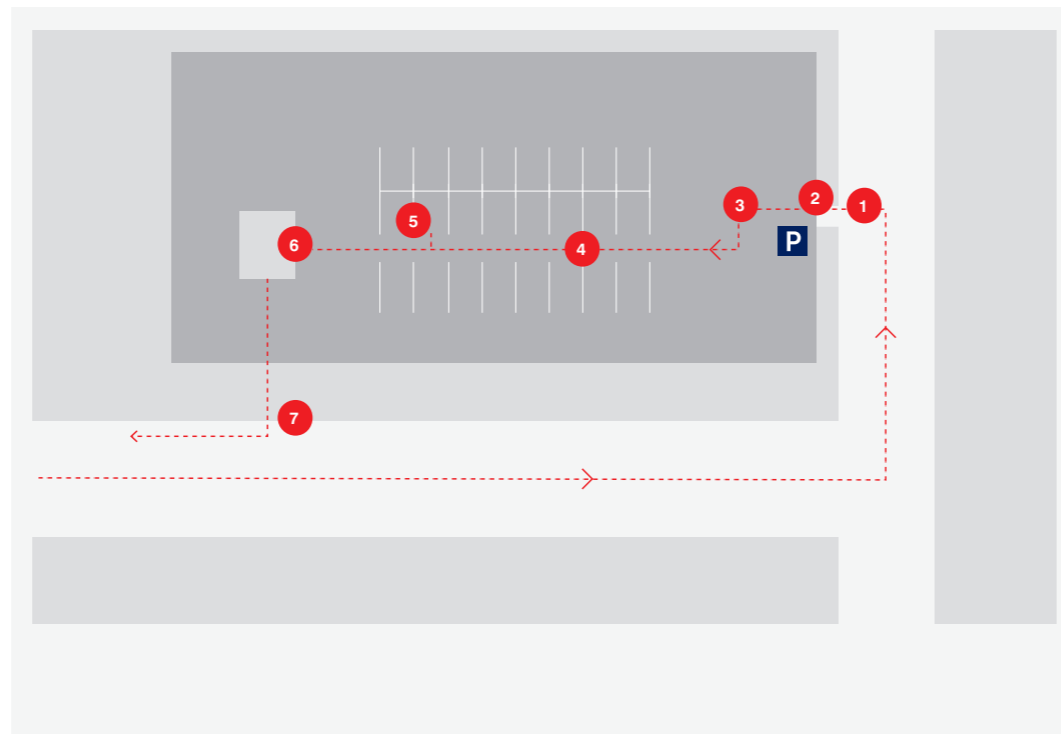
### Overview

This diagram illustrates a typical vehicular journey to and within a covered or multi-level car park.

Building an understanding of the main path of travel for each context is necessary to plan and select the sign type required for the context. Each number on the diagram is indicative of a key decision point. The corresponding table details the required information and suitable sign types.

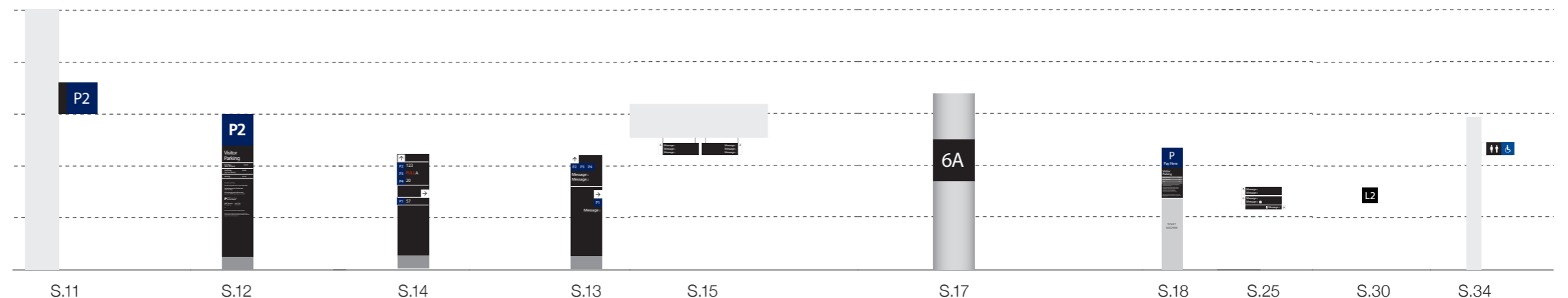
Refer to the sign type section for more detailed information on each sign type.

### Typical Vehicular Journey - Circulation to and within covered or multi-level car park



1	2	3 4	5	6	7
<b>Car Park Identification on Approach</b>	<b>Entry to Car Park</b>	<b>Car Park Circulation - Vehicular</b>	<b>Parking Bay Identification</b>	<b>Car Park / Vertical Circulation - Pedestrian</b>	<b>Campus Circulation</b>
<b>Content</b> - Car Park Identification	<b>Content</b> - Digital Display (parking spaces) - Conditions of Entry - Parking Conditions	<b>Content</b> - Directional Information	<b>Content</b> - Parking Zone Identification	<b>Content</b> - Ticketing Information - Directional Information - Vertical Transport Identification	<b>Content</b> - Directional Information
<b>Relevant sign type(s)</b> - S.11, S.12 Car Park Identification signs.	<b>Relevant sign type(s)</b> - S.14 Vehicular Directional Signs - S.12 Car Park Identification	<b>Relevant sign type(s)</b> -S.13 / S.14 / S.15 / S.16 Vehicular Directional Signs	<b>Relevant sign type(s)</b> S.17 - Parking Zone Identification	<b>Relevant sign type(s)</b> - S.18 Ticketing Information - S.25 / S.26 Pedestrian Directional Signs - S.28 Building Directory - S.30 Level Identification - S.34 Amenity Identification Projected (for lifts or stairwell entry)	<b>Relevant sign type(s)</b> - S.23 / S.24 / S.25 / S.26/ S.27 Pedestrian Directional Signs

### Corresponding sign types



# 03 Wayfinding

## Principles

### Sign Selection and Content

#### Overview

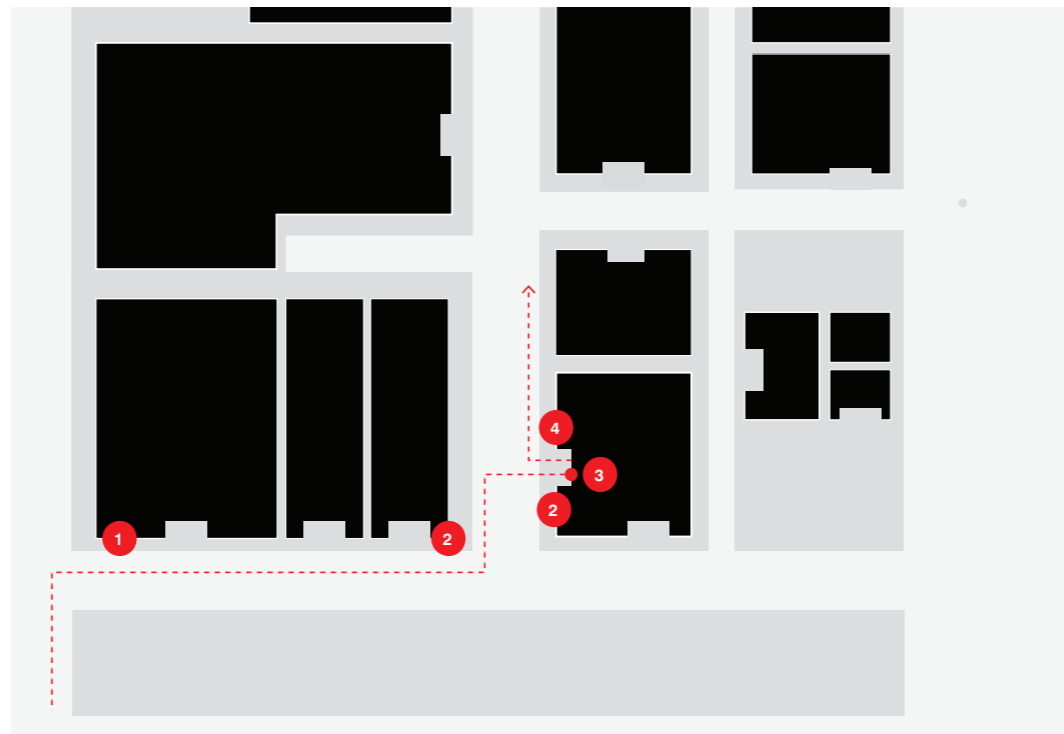
This diagram illustrates a typical bike journey from campus entry to Bike Hub.

The cycle journeys within each campus will differ according to the context. When planning signage for cycle routes, consideration must be given to the location of bike paths, shared user paths and areas where cyclist must dismount. Consideration should also be given to existing cycle signage that is part of the broader public cycle network. When planning cycle signage for journeys that utilise public roads, refer to the signage chapter of the Bike Lane Design Guidelines for the relevant council area.

Building an understanding of the main path of travel for each context is necessary to plan and select the sign type required for the context. Each number on the diagram is indicative of a key decision point. The corresponding table details the required information and suitable sign types.

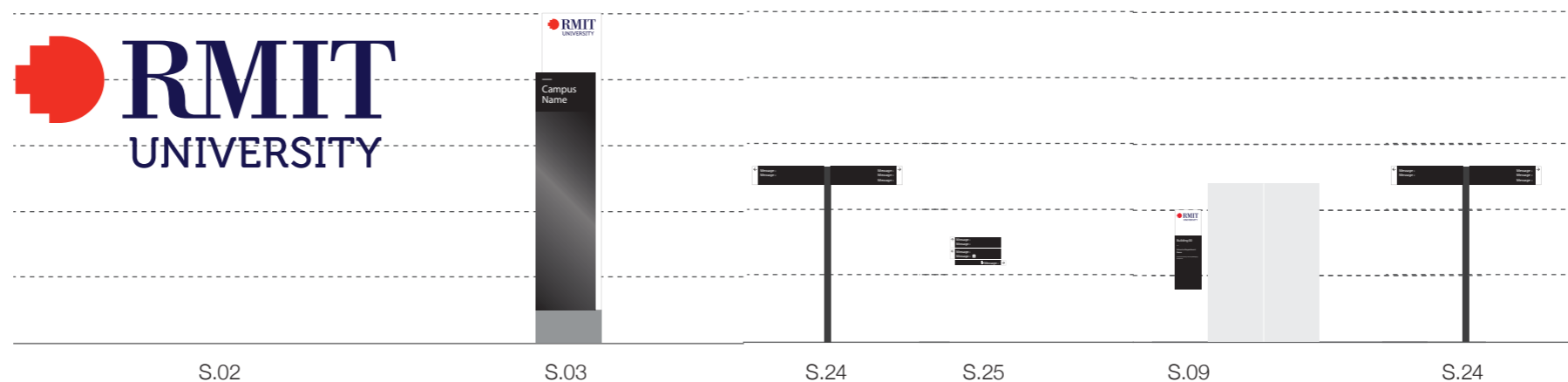
Refer to the sign type section for more detailed information on each sign type.

#### Typical Cycle Journey - Campus entry to Bike Hub



1	2	3	4
<b>Campus Entry</b>	<b>Campus Circulation</b>	<b>Bike Hub Entry</b>	<b>Onward Journey</b>
<b>Content</b> - RMIT Logo - Campus Name	<b>Content</b> - Directional Information	<b>Content</b> - RMIT Logo - Bike Hub Identification - Opening Hours/Conditions of Entry - Custom Graphic (if appropriate)	<b>Content</b> - Directional Information
<b>Relevant sign type(s)</b> - S.01 / S.02 RMIT Brand - S.03 Campus Entry Sign	<b>Relevant sign type(s)</b> - S.23 / S.24 / S.25 / S.26 / S.27 Pedestrian Directional Signs	<b>Relevant sign type(s)</b> - S.09 / S.10 Building Entry Sign	<b>Relevant sign type(s)</b> - S.23 / S.24 / S.25 / S.26 / S.27 Pedestrian Directional Signs

#### Corresponding sign types



# 03 Wayfinding Principles

## Sign Selection and Content

### Overview

This diagram illustrates the journey from campus arrival to a building entry.

Building an understanding of the main path of travel for each context is necessary to plan and select the sign type required for the context. Each number on the diagram is indicative of a key decision point. The corresponding table details the required information and suitable sign types.

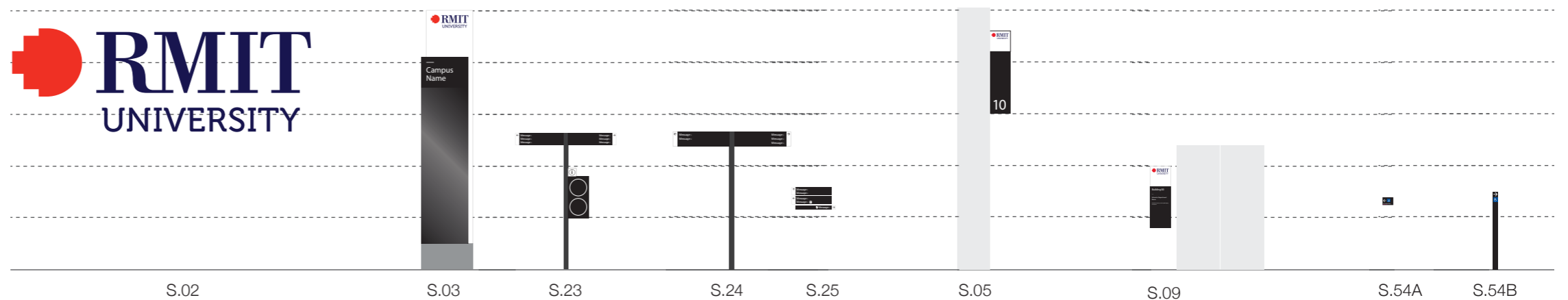
Refer to the sign type section for more detailed information on each sign type.

### Typical Pedestrian Journey - Campus entry to building entry



1	2	3	4	5	6
<b>Campus Identification on Approach</b>	<b>Arrival at Campus</b>	<b>Campus Circulation</b>	<b>Building Approach</b>	<b>Building Entry</b>	<b>Accessible Entry</b>
<b>Content</b> - RMIT Logo - Campus Name	<b>Content</b> - Directional Information - You are Here Map (location context) - Indigenous Recognition	<b>Content</b> - Directional Information	<b>Content</b> - Building Number	<b>Content</b> - RMIT Logo - Building Number/ Department Name - Opening Hours/ Conditions of Entry - Indigenous Recognition	<b>Content</b> - Directional information for accessible routes if different from typical route.
<b>Relevant sign type(s)</b> - S.01, S.02 RMIT Brand - S.03 / S.04 Campus Entry Signs	<b>Relevant sign type(s)</b> - S.23 Pedestrian Directional Signs	<b>Relevant sign type(s)</b> - S.23 / S.24 / S.25 / S.26/ S.27 Pedestrian Directional Signs	<b>Relevant sign type(s)</b> - S.05 / S.06 / S.07 Building Identification Signs	<b>Relevant sign type(s)</b> - S.09 / S.10 Building Entry Signs	<b>Relevant sign type(s)</b> - S.54A, S.54B Accessible Entry Braille & Tactile Signs

### Corresponding sign types



# 03 Wayfinding Principles

## Sign Selection and Content

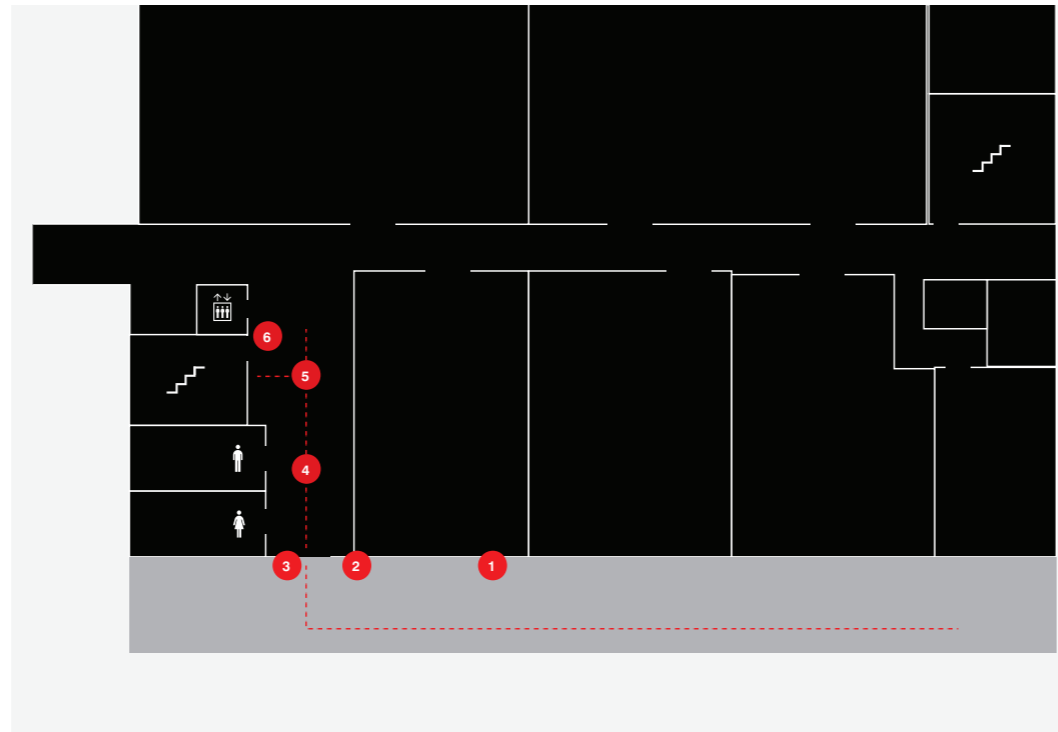
### Overview

This diagram illustrates arrival to and circulation through a building.

Building an understanding of the main path of travel for each context is necessary to plan and select the sign type required for the context. Each number on the diagram is indicative of a key decision point. The corresponding table details the required information and suitable sign types.

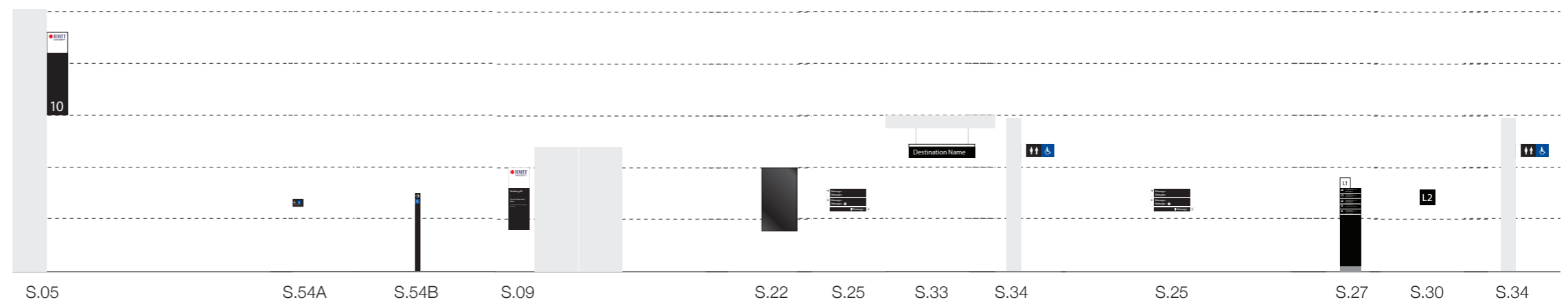
Refer to the sign type section for more detailed information on each sign type.

### Typical Internal Building Circulation (1 of 2)



1	2	3	4	5	6
<b>Building Approach</b>	<b>Accessible Entry</b>	<b>Building Entry</b>	<b>Building Entry Foyer</b>	<b>Internal Building Circulation</b>	<b>Vertical Circulation</b>
<b>Content</b> - Building Number	<b>Content</b> - Directional information for accessible routes if different from typical route.	<b>Content</b> - RMIT Logo - Building Number/ Department Name - Opening Hours/Conditions of Entry - Indigenous Recognition	<b>Content</b> - Building Directory - Dynamic Content - Destination Name - Amenity Identification - Directional Information	<b>Content</b> - Directional Information	<b>Content</b> - Level Number - Building Directory - Vertical Circulation Identification
<b>Relevant sign type(s)</b> - S.05 / S.06 / S.07 Building Identification Signs	<b>Relevant sign type(s)</b> - S.54A / S.54B Accessible Entry Braille & Tactile Signs	<b>Relevant sign type(s)</b> - S.09 / S.10 Building Entry Signs	<b>Relevant sign type(s)</b> - S.21 / S.22 Digital Displays - S.25 / S.26 Pedestrian Directional Signs - S.27 / S.28 Building Directories - S.31 / S.32 / S.33 Destination Identification - S.34 Amenity Identification	<b>Relevant sign type(s)</b> - S.25 / S.26 Pedestrian Directional Signs	<b>Relevant sign type(s) (Lift)</b> - S.27 / S.28 Building Directory - S.30 Level Identification - S.34 Amenity Identification Projected <b>Relevant sign type(s) (Stairs)</b> - S.30 Level Identification - S.34 Amenity Identification Projected

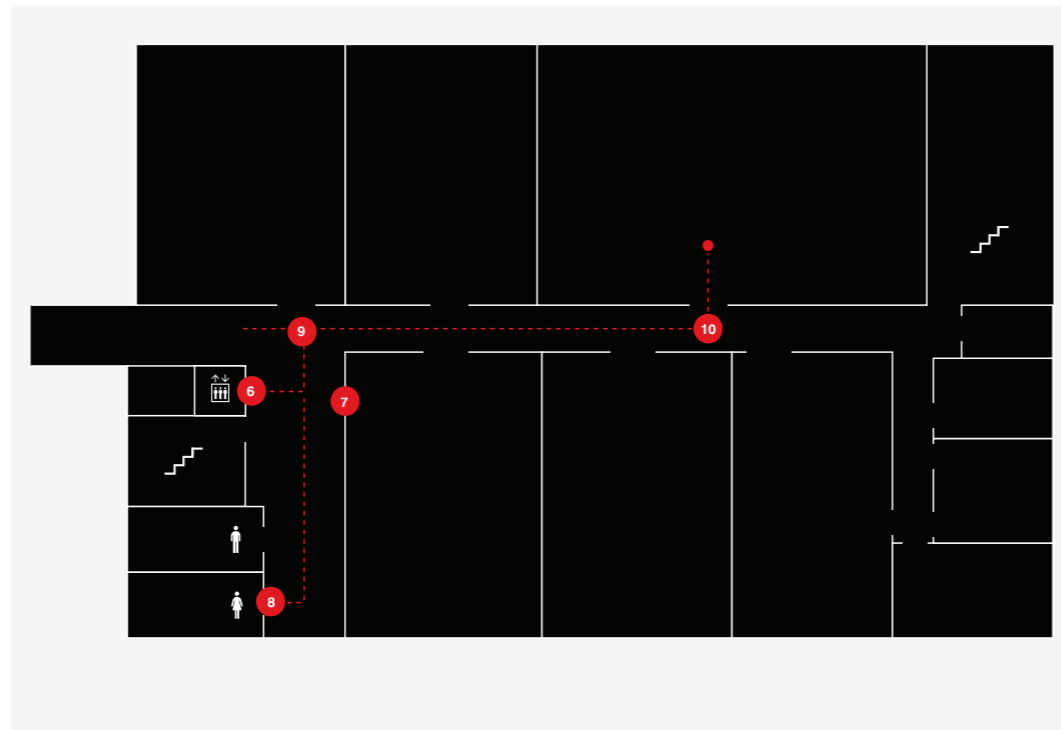
### Corresponding sign types



# 03 Wayfinding Principles

## Sign Selection and Content

### Typical Internal Building Circulation (2 of 2)



6

#### Vertical Circulation

##### Content

- Level Number
- Building Directory
- Vertical Circulation Identification

##### Relevant sign type(s) (Lift)

- S.27 / S.28 Building Directory
- S.30 Level Identification
- S.34 Amenity Identification Projected

##### Relevant sign type(s) (Stairs)

- Level Identification; S.30
- Amenity Identification Projected; S.34

7 8

#### Level Entry Foyer

##### Content

- Destination Name
- Directional Information
- Amenities Identification

##### Relevant sign type(s)

- S.25 / S.26 Pedestrian Directional Signs
- S.31 / S.32 / S.33 Destination Identification

##### Relevant sign type(s) (Amenities)

- S.34 Amenity Identification Projected

9

#### Internal Building Circulation

##### Content

- Directional Information

##### Relevant sign type(s)

- S.25 / S.26 Pedestrian Directional Signs

10

#### Arrival at Room Destination

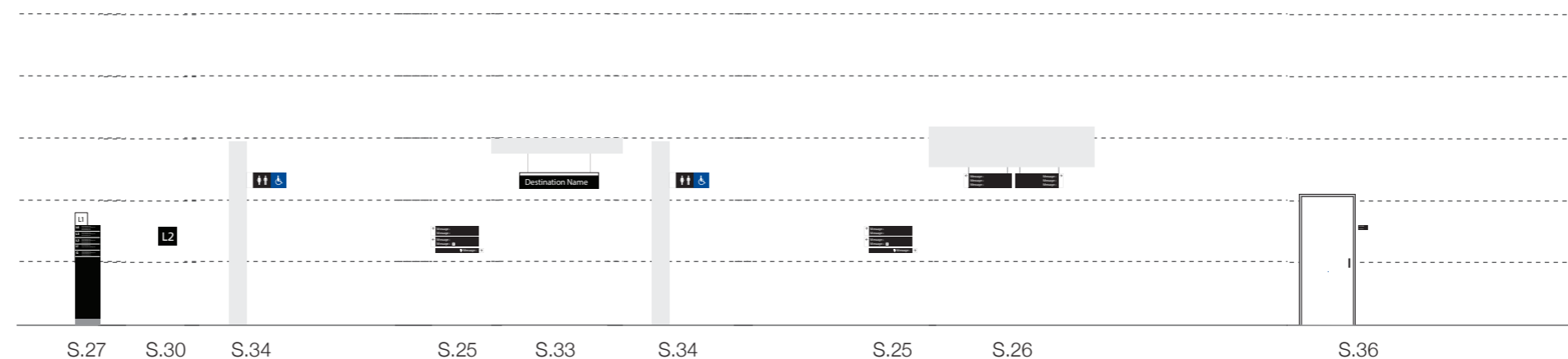
##### Content

- Room Identification
- Room Information

##### Relevant sign type(s)

- S.35 / S.36 / S.37 / S.38 / S.39 / S.40 Room Signs

### Corresponding sign types



# 04

## Sign Messaging

This section provides guidance on information delivery, hierarchy and approved terminology to ensure a consistent language is used across all RMIT campuses.



# 04 Sign Messaging

## Overview

### General Rules

Clear and succinct information delivery will help support an intuitive and memorable user journey.

For optimum comprehension, sign messaging should adopt simple English terminology. Avoid use of acronyms and abbreviations unless they are widely understood.

Where appropriate, wording should be supported with relevant pictograms.

### Case

Messaging should follow sentence case. Words in all caps should never be used on wayfinding signs, except when acronyms are used.

Title case should be used for room names, building names, department names.

### Message Hierarchy

Refer to the graphic set out principles detailed on the sign type pages for relevant message hierarchy.

### Case

Message one 

Message One 

Title case for room names, building names, department names

MESSAGE ONE 

### Alternative Fonts

Message one 

Message One 

Message One 

### Type Treatment

Message one 

Message one 

**Message one** 

# 04 Sign Messaging

## Terminology Table

### Overview

The terminology table lists naming and messaging conventions for RMIT's key services, destinations and amenities to ensure consistent nomenclature across each of RMIT's campuses.

This should be used as a reference point when designing wayfinding signage and preparing signage documentation.

Destination names that are outside of those listed are to be approved by RMIT point of contact on a case by case basis.

Individual names are not to be used on door signs, only titles as required.

This table will remain live and be updated over time. Please refer to the relevant RMIT point of contact for the current terminology table.

The current terminology table is produced on 8 December 2020. Please confirm the terminology with RMIT representatives when commencing a new project.

### Destination Names

P1, P2, P3, etc.

Bike Hub

Bike Parking

Building 8, 11, etc.

Student Connect

Business Connect

RMIT Security

RUSU  
*(RMIT University Student Union)*

SLAMS  
*(Student Learning Advisor Mentors)*

Compass Drop In Centre

Service and Support Centre

Ngarara Willim Centre

Academic Services Centre

Library

### Amenities and Facilities

All Gender Toilet

All Gender Accessible Toilet

All Gender Shower

All Gender Accessible Shower

All Gender Change Room

Male Toilet

Male Accessible Toilet

Male Shower

Male Accessible Shower

Male Change Room

Female Toilet

Female Accessible Toilet

Female Shower

Female Accessible Shower

Female Change Room

Parents Room

Baby Change

First Aid

Prayer Room

Reflection Room

### Vertical Transport

Lift

Escalator

Stair

# 04 Sign Messaging Principles



## Overview

This page provides an overview of messaging to be included on directional and directory sign types at each stage in the user journey.

Adopting the following principles will ensure sign messaging is easy to comprehend and not overwhelming for the user:

## Consistency

Consistently identify destinations, services and amenities across all signage elements, including pre-visit touch points (eg RMIT website, RMIT App). Refer to Terminology Table for agreed naming and messaging conventions.

## Progressive Disclosure

Destinations are to be consolidated and grouped where possible to provide a progressive approach when delivering information and messaging. This keeps sign messaging concise and efficient.

## User Journey Stage & Context

Consideration should be given to the type of information the user is likely to be seeking at any given point along a journey, so as to eliminate superfluous information on signage.

## Rooms

All room naming is to only include a person's title and not their name, reducing the need to update room signage for new staff.

Wayfinding signage to offices should use the Department name, format 'Office of XXX' (eg 'Office of DVC Stem') and only show the building and level numbers not the room number (eg B1 L3B).

Wayfinding on building directories to refer to building and level. Specific room numbers are only to be used on room identification signs and directional signage on that level.

Journey Point	Campus Approach and Arrival	Campus Circulation - Vehicular	Campus Circulation - Pedestrian	Arrival at Building	Building Circulation	Arrival at Internal Destination
<b>User Response</b>	Where is the RMIT Campus?	Where can I find a car park? Can I park here?	Where is my destination? How do I get there?	Is this the right building?	Where is my internal destination? How do I get there? Where are the amenities?	Is this my destination?
<b>Information Needs</b>	<ul style="list-style-type: none"> <li>- Confirmation of arrival at campus and campus identification</li> </ul>	<ul style="list-style-type: none"> <li>- Directional information to car park destinations</li> <li>- Confirmation of arrival at car park destination</li> <li>- Directional Information within car park</li> </ul>	<ul style="list-style-type: none"> <li>- Directional information to campus destinations</li> <li>- Confirmation of arrival at campus destination</li> </ul>	<ul style="list-style-type: none"> <li>- Confirmation of arrival at building</li> </ul>	<ul style="list-style-type: none"> <li>- Directional information to internal destinations</li> <li>- Amenities Identification (Lifts, Stairs, Toilets, etc.)</li> </ul>	<ul style="list-style-type: none"> <li>- Confirmation of arrival at internal destination</li> <li>- Amenities Identification (Lifts, Stairs, Toilets, etc.)</li> </ul>
<b>Messaging Requirements</b>	<ul style="list-style-type: none"> <li>- RMIT logo</li> <li>- Entrance address/ Identification</li> <li>- Digital content (eg exhibitions, events etc)</li> </ul>	<ul style="list-style-type: none"> <li>- Car Park Destination eg P1, P2 etc.</li> <li>- Available Spaces</li> <li>- Conditions of Entry information</li> <li>- Security and Opening Hours</li> <li>- CCTV Message</li> <li>- Car Park Internal Destinations (eg Floor Level, Parking Bay, Lift Lobby, Ticket Machine, Stair, Way Out)</li> </ul>	<ul style="list-style-type: none"> <li>- Campus Destinations (eg Security, RMIT Connect, Library, Bike Hub, etc.)</li> <li>- Building Destinations (eg Building 2, Building 10, etc.)</li> <li>- Onward Journey (eg tram and bus stops at RMIT City campus)</li> </ul>	<ul style="list-style-type: none"> <li>- Building Number</li> <li>- Building Name (if appropriate)</li> <li>- School Name (if appropriate)</li> <li>- Department Name (if appropriate)</li> <li>- Specific Conditions of Entry</li> <li>- Security and Opening Hours</li> <li>- CCTV Message</li> <li>- Indigenous Recognition</li> </ul>	<ul style="list-style-type: none"> <li>- Department Name/Faculty Student Facing Building</li> <li>- Destinations (eg RMIT Connect, Library, etc.)</li> <li>- Building Destinations Connecting Buildings/ Thresholds</li> <li>- Room Sequence (X.X.XXX - X.X.XXX)</li> <li>- Amenities &amp; Facilities (eg Toilets, First Aid, Reflection Room, etc.)</li> <li>- Vertical Transport (eg Lift &amp; Stairs)</li> </ul>	<ul style="list-style-type: none"> <li>- Room Sequence (X.X.XXX - X.X.XXX)</li> <li>- Room Number X.X.XXX</li> <li>- Amenities &amp; Facilities (eg Toilets, First Aid, Reflection Room, etc.)</li> <li>- Vertical Transport (eg Lift &amp; Stairs)</li> </ul>

## 04 Sign Messaging

### Room Numbering

#### Room Numbering Principles

Rooms are referred to by a unique room number. This number sequence includes (in order):

- Building number
- Level number
- Room number

The building number, level and room number are separated by a decimal point.

#### Sign Messaging

Rooms numbers are only included on the following sign types:

- S.25 Pedestrian Directional - Wall Mounted
- S.26 Pedestrian Directional - Suspended
- S.27 Building Directory - Freestanding
- S.28 Building Directory - Wall Mounted
- S.35 Room Sign (Teaching Space)
- S.36 Room Sign (Office/Meeting)
- S.37 Room Sign (Store/Utility)

#### General Notes

Room numbers are to be coordinated with RMIT University space management. Refer to Page 6 for an overview of the tasks required at each stage of the project to establish an approved room numbering strategy.

Refer to Appendix A for detailed RMIT room numbering principles.



# 04 Sign Messaging

## Level Numbering

### Level Numbering Principles

When referring to a level number, preface with 'L'. for example:

L1, L2, L3

An exception applies to levels below ground, in which case, preface with 'B' as follows:

B, B1, B2

L12



Level L Prefix



Level Number

# 05

## Design Elements

This section outlines the overarching graphic elements for the sign family. This includes use of brand, typography, braille, pictograms, arrows and colour.

# 05 Design Elements

## RMIT Logo

### Overview

All instances of RMIT brand assets, including the logo, must adhere to the latest revision of the RMIT Brand Guidelines.

The wayfinding signage family adopts the 'Full colour positive' version of the logo.

### Clear Space

In all signage applications, the RMIT logo is to be surrounded by a defined area of clear space to allow it to remain prominent.

Refer to the latest revision of the RMIT Brand Guidelines for clear space rules.

**Logo suite**


As a preference the full colour positive logo should be used. Where this is not possible the mono RMIT Blue positive logo should be used.

The mono black positive logo should only be used when full colour is not an option, e.g. single colour print applications.


For a detailed explanation, please see page 32 for PMS specifications and colour breakdowns in CMYK.

**NOTE:**  
The two colour black and red logo is currently used for signage and stationery. Moving forward the full colour positive logo will replace the two colour black and red logo.

**Primary logo suite**



**Limited use logo suite**




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**Clear space**


The RMIT logo needs to be surrounded by an area of uninterrupted clear space to allow it to remain prominent in all communications. Clear space is the non-print area surrounding the logo.

No other graphic elements (such as photography or typography) should appear within this zone. Wherever possible, apply more clear space than the minimum specified.



**Minimum size**

To avoid any possible reproduction problems, the logo must never be reproduced at a size smaller than the minimum specified width.



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These pages have been extracted from the rmit-brand-guidelines-february-2022.pdf

## 05 Design Elements

### Typeface

#### Overview

Frutiger, a humanist San-Serif typeface designed by Adrian Frutiger, is used for all RMIT University wayfinding and signage. It's refined, modernist and functional characteristics provides optimal legibility over large distances for signage.

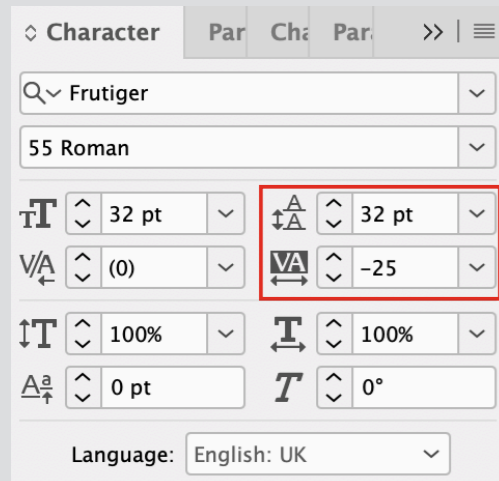
Frutiger 65 Bold and Frutiger 55 Roman font weight are typically used across all signage elements, unless a different weight is otherwise noted. This typeface is not to be substituted for any other typeface.

If this typeface is not installed it can be downloaded from the following link;  
<https://www.myfonts.com/fonts/linotype/frutiger/>

#### Typesetting Rules

Tracking and kerning should be set to match the details below;

**Tracking:** -25  
**Leading:** 32/32 (to match text size)



#### Statutory & Regulatory Typography

Arial typeface has been specified for use on all statutory and regulatory signage to comply with the NCC and applicable Australian standards.

# Frutiger 65 Bold

AaBbCcDdEeFfGgHhIiJjKkLlMmNn  
OoPpQqRrSsTtUuVvWwXxYyZz  
0123456789

# Frutiger 55 Roman

AaBbCcDdEeFfGgHhIiJjKkLlMmNnOo  
PpQqRrSsTtUuV vWwXxYyZz  
0123456789



# 05 Design Elements

## Pictograms (1 of 2)

### Overview

The RMIT pictogram family is based on the ISO (International Organisation for Standardisation) industry standards which are considered widely understood by users.

Only pictograms from this suite should be used on signs. Refer to the codes under each pictogram for identification when preparing the design documentation.

### P13 Accessible Adult Change Facilities

This pictogram should be used when facilities meets formal accreditation by a Building Surveyor.

### P14 Changing Places

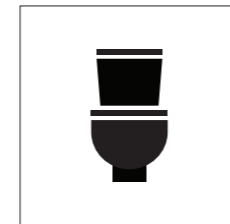
May be used as an alternative, for facilities that are not accredited by a Building Surveyor but go beyond general facility requirements.



**P01**  
Female



**P02**  
Male



**P03**  
All Gender



**P04**  
Male & Female Facilities  
located together



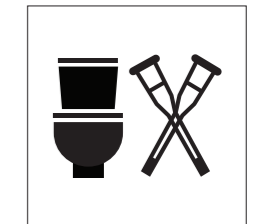
**P05**  
Accessible Facing  
Right



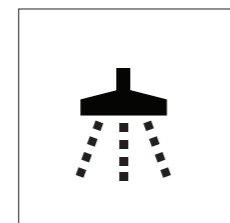
**P06**  
Female Ambulant



**P07**  
Male Ambulant



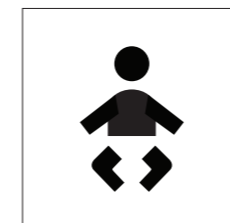
**P08**  
All Gender Ambulant



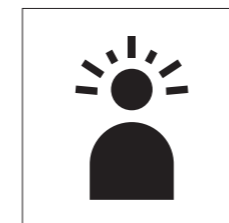
**P09**  
Shower



**P10**  
Parents Room



**P11**  
Baby Change



**P12**  
Reflection Room



**P13**  
Accessible Adult  
Change Facility



**P14**  
Changing Places



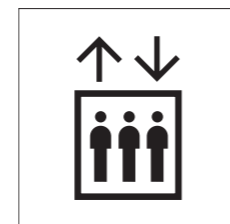
**P15**  
Hearing Loop



**P16**  
Safe Refuge



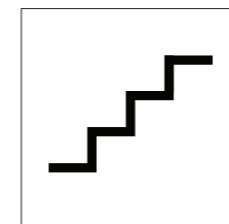
**P17**  
First Aid



**P18**  
Lifts



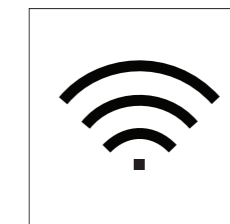
**P19**  
Escalators



**P20**  
Stairs



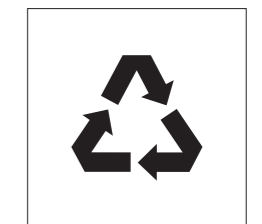
**P21**  
Information



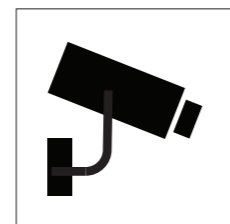
**P22**  
Wireless



**P23**  
Rubbish



**P24**  
Recycling



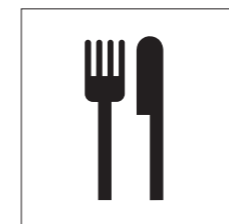
**P25**  
CCTV



**P26**  
Cafe



**P27**  
Drinking Fountain



**P28**  
Food



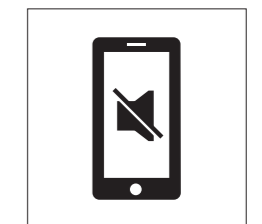
**P29**  
Telephone



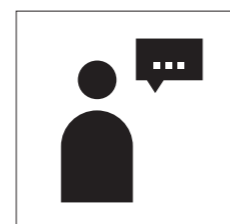
**P30**  
Recording



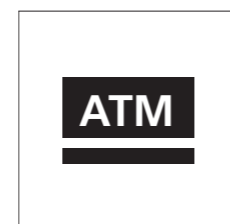
**P31**  
Computer Lab



**P32**  
Phone On Silent



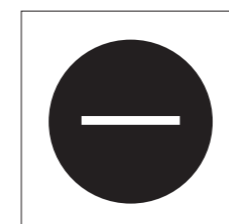
**P33**  
Student Services



**P34**  
ATM



**P35**  
Pedestrian



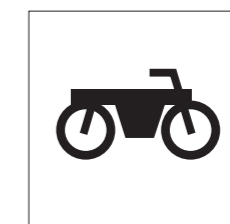
**P36**  
No Access



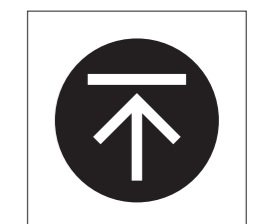
**P37**  
Bicycle Parking



**P38**  
Loading Dock



**P39**  
Motorcycle Parking



**P40**  
You Are Here

# 05 Design Elements

## Pictograms (2 of 2)



**P41**  
Car



**P42**  
Taxi



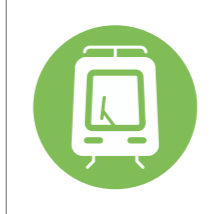
**P43**  
Cycle Path



**P44**  
Parking (Number Varies)



**P45**  
PTV Train



**P46**  
PTV Tram



**P47**  
PTV Bus



**P48**  
No Smoking or Vaping



**P49**  
No Smoking or Vaping  
(Australian Standards)



**P50**  
No Phones



**P51**  
No Talking



**P52**  
No Photography



**P53**  
No Drinks



**P54**  
No Food or Drinks



**P55**  
No Pedestrians



**P56**  
PPE Lab Coat



**P57**  
PPE Gloves



**P58**  
PPE Glasses



**P59**  
PPE Footwear

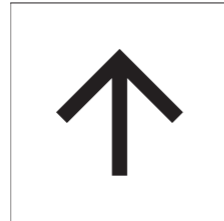
## 05 Design Elements

### Arrows

#### Overview

The arrows are also based on the ISO (International Organisation for Standardisation) industry standards.

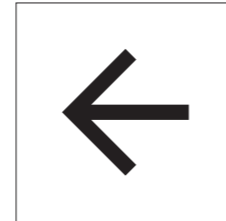
Refer to the codes under each pictogram for identification when preparing signage documentation.



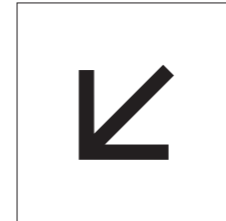
**A01**  
Up



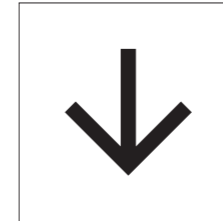
**A02**  
Up Left



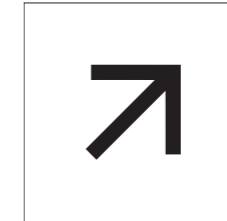
**A03**  
Left



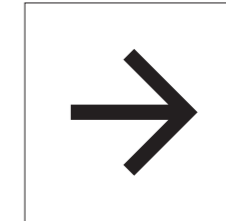
**A04**  
Down Left



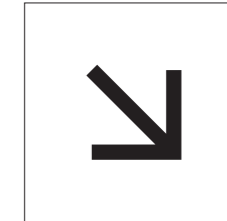
**A05**  
Down



**A06**  
Up Right



**A07**  
Right



**A08**  
Down Right

# 05 Design Elements

## Arrows

### Arrow Usage

Arrows are only to be used on directional signage.

Messages in the same direction should be grouped with only one arrow.

### Arrow and Text Position

Arrows always point away from the message. Both arrows and text are to be aligned to the direction of travel.

### Message Hierarchy

The order of messages on directional signs should be dictated by the direction of their associated arrows. Destinations straight ahead should be listed at the top, followed by destinations to the left, then destinations to the right.

### Arrow Direction

When directing forward, use the 'Up' arrow (A01).

Diagonal arrows (A02/04/06/08) are to be used to direct diagonally ahead, and when located next to stairs or escalators to direct up or down. They are not to be used to direct diagonally backward.

The 'Down' arrow (A05) is to be used when directing down escalators or stairs only. The arrow is positioned directly above escalator or stair entry point.

Variations to the arrows listed above are not permitted. Arrows cannot be used to direct backwards.

### Arrow & Text Position

Both arrows and text are to be aligned matching the direction of travel.



Left Aligned Text

Right Aligned Text



Left Aligned Text

Right Aligned Text



Left Aligned Text

Right Aligned Text



Left Aligned Text

Right Aligned Text



### Message Hierarchy

Arrows must follow this order when messaging directional sign types.



1



2



3



4



5



6



7

# 05 Design Elements

## Colour

### General Notes

This table summarises the standard colours to be used on signage.

Refer to Chapter 06 for colour, materials and finishes specifications. Alternative specifications, if warranted, must be submitted to RMIT for approval.



**RMIT Black**  
PMS PROCESS BLACK  
C0 M0 Y0 K100  
R0 G0 B0



**RMIT White**  
PMS -  
C0 M0 Y0 K0  
R255 G255 B255



**RMIT Red**  
PMS PANTONE 485C  
C003 M100 Y095 K000  
R230 G30 B42



**RMIT Blue**  
PMS PANTONE 2757CP  
C100 M095 Y004 K042  
R0 G0 B84



**Accessible Blue**  
PMS PANTONE 2945C

# 05 Design Elements

## Pictogram Setout Principles

### Overview

Where appropriate, pictograms should be used alongside messages on directional signs and directories.

For clarity, they should not to be contained within another shape or outline.

On the S.26 Amenity Identification Projected sign type, pictograms are applied as a standalone graphic.

### Spacing and Size

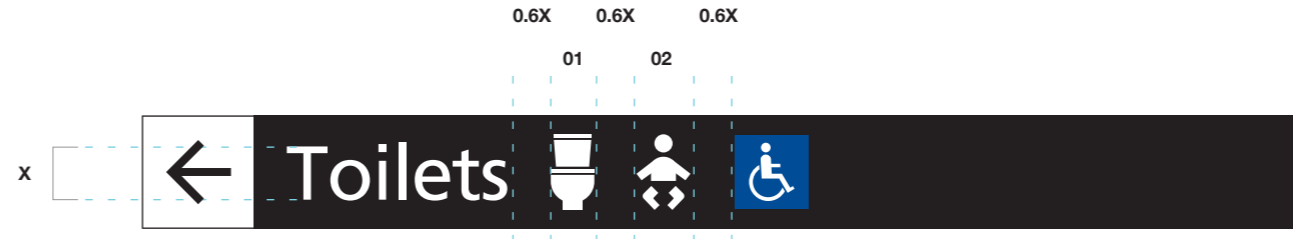
The adjacent diagrams demonstrate general spacing, size and sequence rules for pictogram when used on directional signs and directories.

Refer to specific sign types for details on pictogram size, spacing and graphic setout specific to that sign type.

### Accessible Pictogram

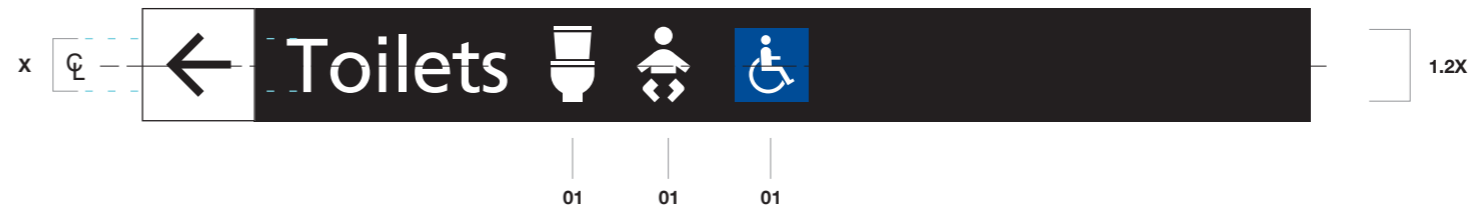
Where relevant, the accessible pictogram should appear on a blue background and be listed last in the pictogram sequence on directional signs and directories (Refer to Diagram 03).

**DIAGRAM 01**  
SPACING



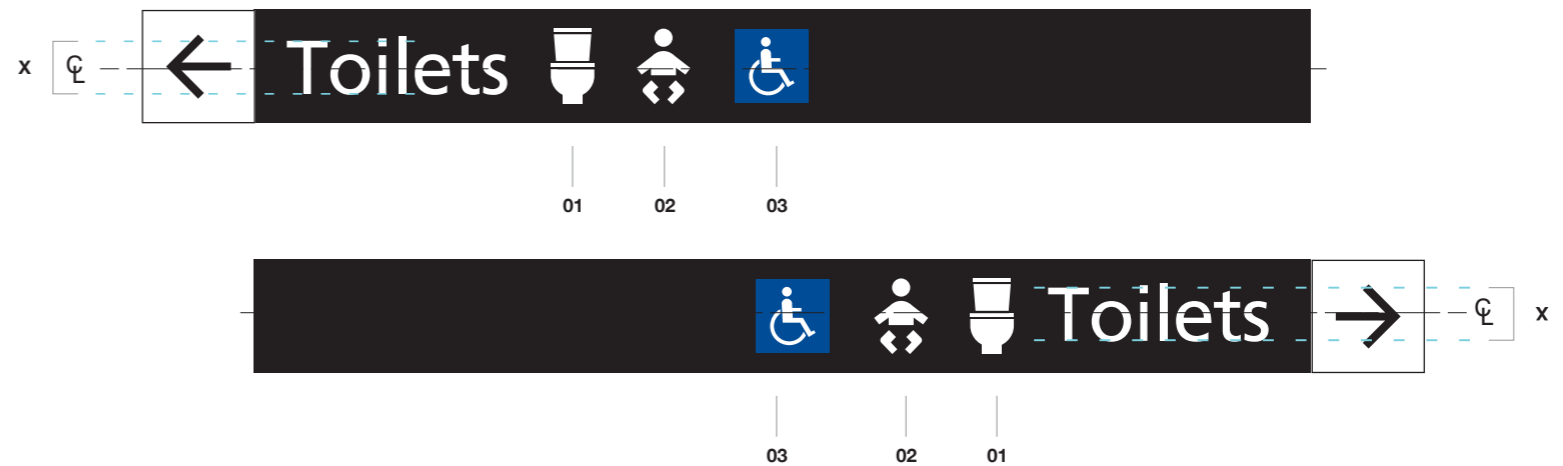
- 01.** This space between the destination and pictogram, is 60% less than the cap height (X)
- 02.** The space between text and pictogram (1), and between each pictogram (2) is 60% of the text cap height. This spacing aligns with the space between destination and pictogram.

**DIAGRAM 02**  
SIZE



- 01.** The height of the pictogram is to be 120% of the text cap height. For example;  
Cap Height: 35mm height  
Pictogram: 42mm height

**DIAGRAM 03**  
SEQUENCE



- 01. ALL GENDER PICTOGRAM**  
All gender pictogram is always used first in listing of amenities.
- 02. OTHER PICTOGRAMS**  
Other pictograms for example, baby change, shower, changing places follow 01. All Gender Pictogram.
- 03. ACCESSIBLE PICTOGRAM**  
Accessible pictogram is always used last in a listing of amenities.

## 05 Design Elements

### Braille and Tactile

#### Overview

The following sign types require the inclusion of braille and tactile text:

- S.50 Amenities Braille & Tactile Sign
- S.51 Level Exit Braille & Tactile Sign
- S.52 Hearing Loop Sign
- S.53 Safe Refuge Sign
- S.54A Accessible Entry Sign Braille & Tactile Sign

#### Braille and Tactile Setout

Braille and Tactile signs should be laid out using the rules shown on the diagram adjacent.

A braille indicator is required for signs with multiple lines of braille text. The braille indicator must be placed on the left margin and horizontally aligned with the first line of Braille text.

Braille and tactile text and pictograms must be manufactured to comply with the NCC and applicable Australian standard requirements/codes. Braille and tactile components are to be approved by a braille professional prior to fabrication and installation.



# 05 Design Elements

## Braille and Tactile

### Overview

This page illustrates sign placement heights for signs with braille and tactile text.

Braille and tactile components of a sign must be located not less than 1200 mm and not higher than 1600 mm above the floor.

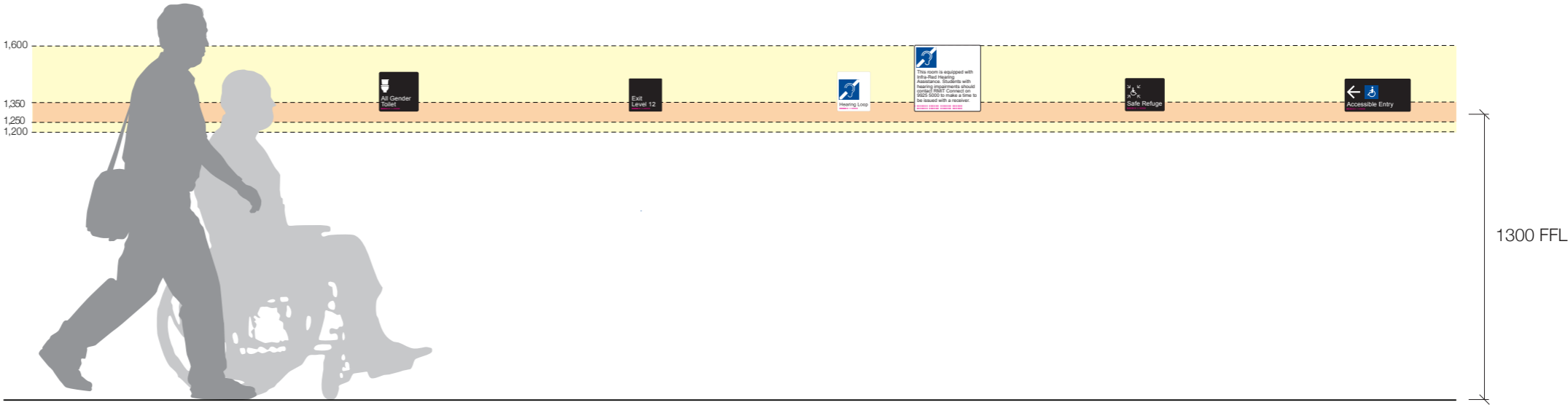
### Multiple Lines of Braille

The bottom line of braille text must sit between 1200mm - 1600mm.

### Single Line of Braille

The braille text must sit between 1250mm and 1350mm above the floor.

Note: Ensure all braille and tactile signs comply with the current NCC and applicable Australian standard requirements/codes.



 **TYPICAL FRONT ELEVATION** (Scale 1:25)
 S.50 AMENITIES BRAILLE & TACTILE
 S.51 LEVEL EXIT BRAILLE & TACTILE
 S.52 HEARING LOOP SIGN
 S.53 SAFE REFUGE SIGN
 S.54 ACCESSIBLE ENTRY SIGN

**KEY**

	<b>Multiple Line of Braille Zone</b> 1200mm - 1600mm		<b>Single Line of Braille Zone</b> 1250mm - 1350mm
---	---	---	---

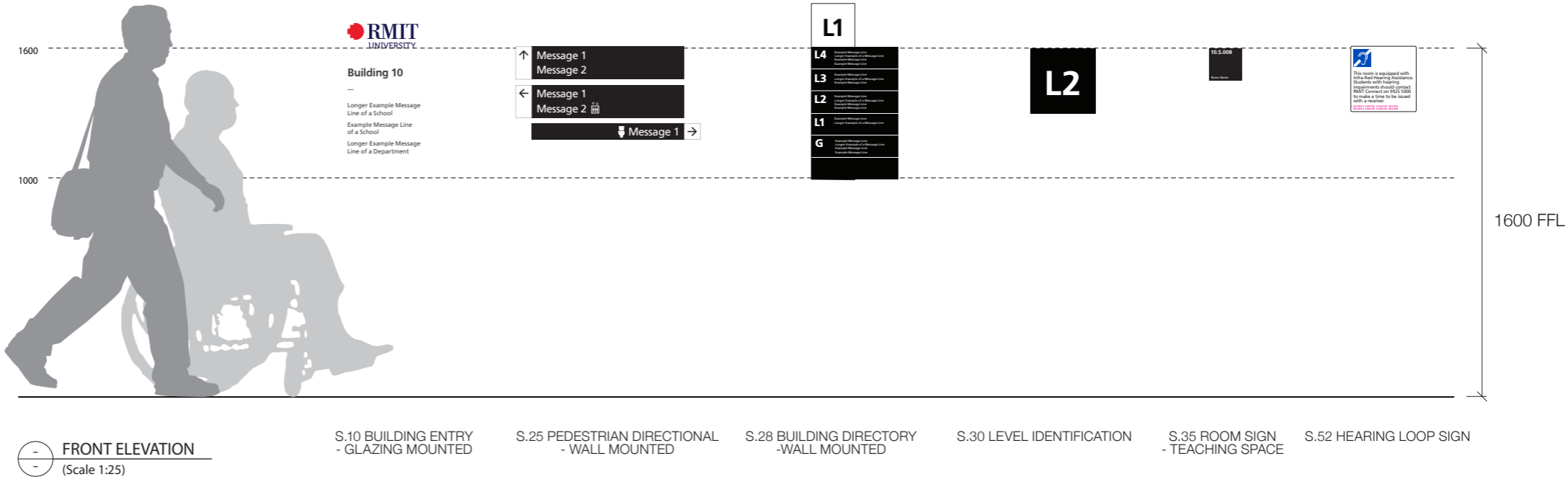


# 05 Design Elements

## Datum Line

### Overview

The sign family aligns to an overarching datum line. Consistent sign placement will support a legible and cohesive wayfinding system that ensures optimum viewing heights for all users.



# 06

## Sign Type Documentation

This section outlines each sign type within the Signage Design Standards in detail. It provides information on how and where to locate signs, typical graphic set outs and construction and installation details.

# Sign Type Directory

## Campus and Building Identification

S.01 RMIT Brand Illuminated	54
S.02 RMIT Brand Non-illuminated	58
S.03 Campus Entry Identification - Primary Free-standing Totem	60
S.04 Campus Entry Identification - Secondary Free-standing Totem	67
S.05 Building Identification Projected	74
S.06 Building Identification Wall Mounted	79
S.07 Building Identification Awning Mounted	84
S.08 Heritage Building Identification	89
S.09 Building Entry Sign Wall Mounted	92
S.10 Building Entry Sign Glazing Mounted	95

## Car Park and Vehicular Directional Signs

S.11 Car Park Identification Projected	98
S.12 Car Park Identification Free-standing Totem	103
S.13 Vehicular Directional Sign Free-standing Totem	109
S.14 Vehicular Directional Sign with Digital Free-standing Totem	113
S.15 Vehicular Directional Sign Suspended	116
S.16 Vehicular Directional Sign Wall Mounted	124
S.17 Parking Zone Identification	128
S.18 Ticketing Information	130

## Wayfinding, Information and Room Signs

S.20 Indigenous Recognition Sign	133
S.21 Digital Display Free-standing Totem	137
S.22 Digital Display Wall Mounted	142
S.23 Pedestrian Directional Sign with Map Pole Mounted	150
S.24 Pedestrian Directional Sign Pole Mounted	156
S.25 Pedestrian Directional Sign Wall Mounted	160
S.26 Pedestrian Directional Sign Suspended	165
S.27 Building Directory Free-standing	170
S.28 Building Directory Wall Mounted	175
S.29 Internal Building Threshold Identification	182
S.30 Level Identification	184
S.31 Destination Identification Wall Mounted	187
S.32 Destination Identification Desk Mounted	190
S.33 Destination Identification Suspended	192
S.34 Amenity Identification Projected	195
S.35 Room Sign Teaching Space	202
S.36 Room Sign Office / Meeting Room	209
S.37 Room Sign Store/Utility	212
S.38 Room Sign - Supplementary Panel	216
S.39 Room Information Sign	225
S.40 Asset Code	227
S.41 Push/Pull Door Sign	228

## Statutory and Regulatory Signs

S.50 Amenities Braille & Tactile Sign	230
S.51 Level Exit Braille & Tactile Sign	232
S.52 Hearing Loop Braille & Tactile Sign	234
S.53 Safe Refuge Braille & Tactile Sign	237
S.54A Accessible Entry Braille & Tactile Sign Wall Mounted	239
S.54B Accessible Entry Braille & Tactile Sign Free-standing Totem	241
S.55 75mm Fire Services - External	244
S.56 50mm Fire Services - Internal	246
S.57 20mm Fire Services - Internal	248

## Glazing Mounted Decals

S.60 Safety Decal to Glazing	251
S.61 Privacy Film to Glazing	252
S.62 RMIT Brand Graphic to Glazing	253
S.63 Environmental Graphic to Glazing	254

## Sign Holders and Templates

S.70 Paper Insert A3 - Landscape	256
S.71 Paper Insert A3 - Portrait	257
S.72 Paper Insert A4 - Landscape	258
S.73 Paper Insert A4 - Portrait	259
S.74 Evacuation Map Holder	260
S.75 Notice Sign	261

# 05 Design Elements

## Colour, Materiality and Finishes

### General Notes

This page summarises the standard materials and finishes to be used on signage.

Alternative specifications, if warranted, must be submitted to RMIT for approval.

All colours are subject to sample and prototype review and approval. Contractor to provide samples of all materials and finishes for client approval prior to fabrication. It is the responsibility of the signage contractor to ensure all swatches comply with the latest revision of any relevant standards or statutory requirements.

Refer to general performance specification in 07 Maintenance chapter for further information.



### RMIT Black

PMS PROCESS BLACK  
C0 M0 Y0 K100  
R0 G0 B0

#### Paint

POWDERCOAT  
DULUX DURATEC ZEUS BLACK MATT  
90Z9202M

#### Acrylic

PERSPEX 'FROST MIDNIGHT BLACK'  
S2 9221 MATTE FINISH

#### Vinyl

AVERY 900 SUPERCASST SERIES  
(OR SIMILAR APPROVED)  
'BLACK' 921

#### Day & Night Vinyl

AVERY V-4000 PREMIUM  
REFLECTIVE FILMS SERIES (OR  
SIMILAR) 'BLACK' V-4000-190

#### Retro Reflective Vinyl

3M DUAL COLOUR FILM 3635  
SERIES (OR SIMILAR)  
'BLACK' 3635-222



### RMIT White

PMS -  
C0 M0 Y0 K0  
R255 G255 B255

#### Paint

POWDERCOAT  
DULUX DURATEC ZEUS' WHITE MATT'  
90Z1110

#### Acrylic

PERSPEX 'FROST MOONLIGHT  
WHITE' S2 1T41 MATTE FINISH

#### Vinyl

AVERY 900 SUPERCASST SERIES  
(OR SIMILAR APPROVED)  
'WHITE' 920

#### Day & Night Vinyl

AVERY V-4000 PREMIUM  
REFLECTIVE FILMS SERIES (OR  
SIMILAR) 'WHITE' V-4000-101

#### Retro Reflective Vinyl

3M DUAL COLOUR FILM 3635  
SERIES (OR SIMILAR)  
'WHITE' 3635-210



### RMIT Red

PMS PANTONE 485C  
C003 M100 Y095 K000  
R230 G30 B42

#### Paint

DULUX 'OUTRAGEOUS RED' SB7F2

#### Vinyl

AVERY 900 SUPERCASST SERIES  
(OR SIMILAR APPROVED)  
'SIGNAL RED' 925



### RMIT Blue

PMS PANTONE 2757CP  
C100 M095 Y004 K042  
R0 G0 B84

#### Paint

DULUX 'BLUE LOBELIA' S41E9

#### Vinyl

AVERY 900 SUPERCASST SERIES  
(OR SIMILAR APPROVED)  
'MIDNIGHT BLUE' 933



### Accessible Blue

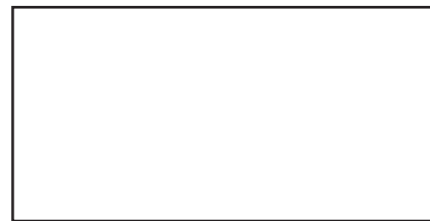
PMS PANTONE 2945C

#### Paint

POWDERCOAT TO MATCH B21,  
ULTRAMARINE

#### Vinyl

AVERY 900 SUPERCASST SERIES  
(OR SIMILAR APPROVED)  
'VIVID BLUE' 934



### Digitally Printed Vinyl

CLEAR

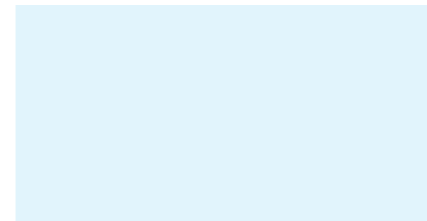
#### Vinyl

AVERY 900 SUPERCASST SERIES.  
Clear laminate to be placed over any  
digitally printed artwork for protection.



### Precast Concrete

CLASS 2  
SEALED FINISH  
Pencil round radius to all corners.



### Privacy Film

AVERY DENNISON FROSTED GLASS  
WINDOW FILM

# Campus and Building Identification

**S.01**

RMIT Brand  
Illuminated



**RMIT**  
**UNIVERSITY**

# S.01

## RMIT Brand Illuminated

### Overview

**Description**  
RMIT University brand sign, typically mounted to a building facade at a high level to help identify RMIT University campuses and buildings from long distances. Illuminated brand signs should be used only if visible both during the day and at night.

**Illumination**  
Yes - sign is back-lit to provide halo illumination.

Digital	Data
No	Yes

**Mounting Height & Placement**  
To suit specific location and conditions.

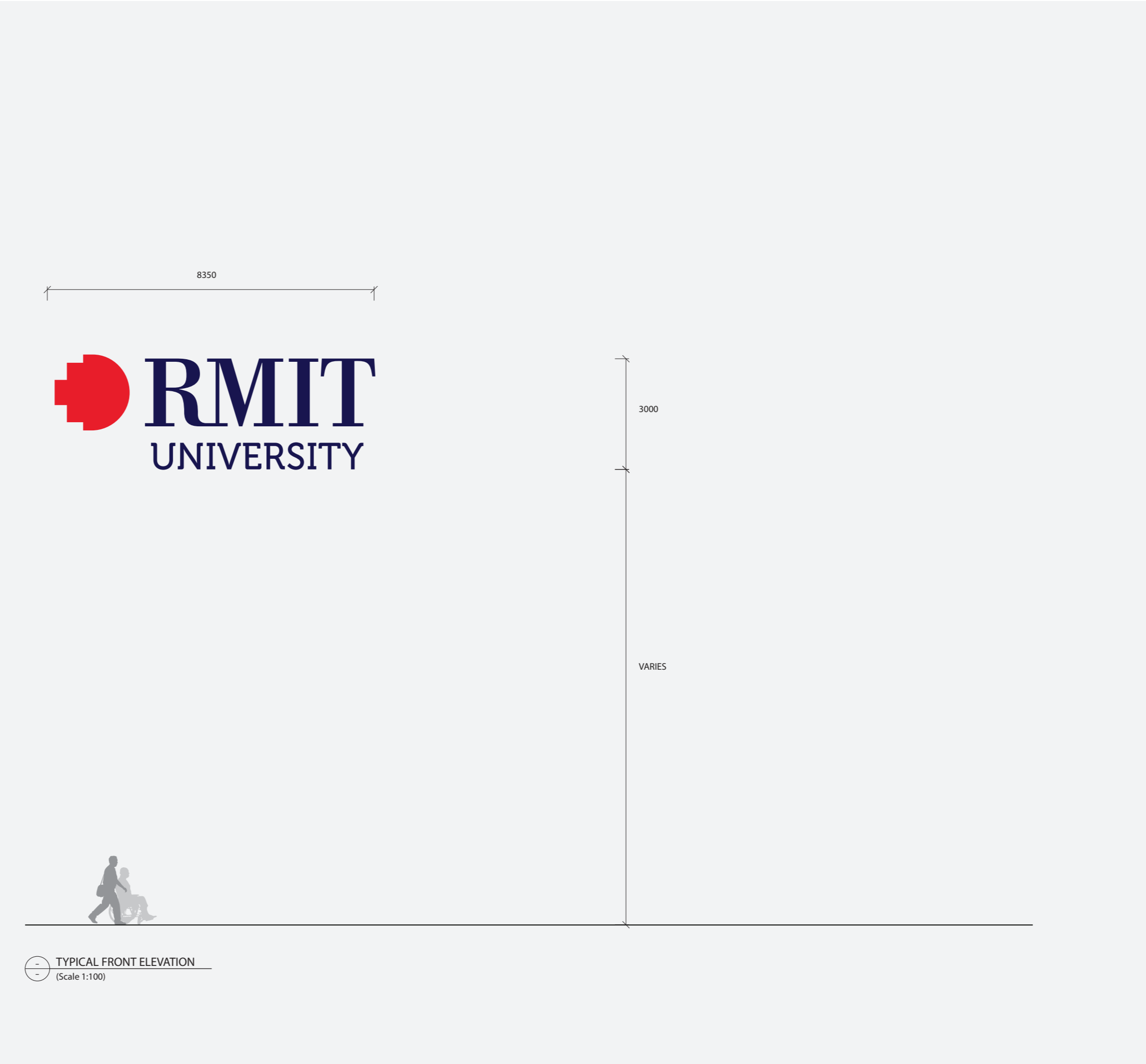
**General Notes**  
Dimensions shown are indicative only. Size may be reviewed to suit building scale, specific location and conditions. Height to width ratio must be maintained when scaling up or down.

Text colour may switch from black to white to achieve 30% contrast with background.

Facade mounted signs must comply with any specific council planning regulations.

Facade mounted sign must comply with relevant fire regulations and be non-combustible. Signage to be fabricated using Class 1 and Class 2 materials only.

Elevation is typical and indicative only.



**S.01**  
**RMIT Brand**  
**Illuminated**

**Location and Graphic Setout**

**How to Locate**  
 Sign is typically located on a building facade facing a major path of approach, to clearly identify the campus.

Sign should be placed in the most suitable position with consideration to sightlines along major approaches and site specific conditions.

Ensure sightlines aren't obstructed by buildings or landscaping, or effected by environmental factors such as glare. Legibility and sight line testing is required for all applications of this sign type.

**Graphic Setout**  
 Brand application and clear space to comply with the latest RMIT Brand Guidelines.



TOP VIEW  
 (Scale 1:50)



RMIT BRAND & CLEAR SPACE  
 REFER TO RMIT BRAND GUIDELINES  
 FOR CLEAR SPACE REQUIREMENTS

TYPICAL GRAPHIC SETOUT  
 (Scale 1:50)



# S.01

## RMIT Brand Illuminated

### Construction Detail

#### Specification Details

Sign consists of individual 50mm deep canister letters and logo, fabricated from 3mm aluminium with subframe as required, powdercoated to match RMIT brand colours, pin fixed 50mm off facade substrate.

Signage must comply with relevant fire regulations and be non-combustible. Signage to be fabricated using Class 1 and Class 2 materials only.

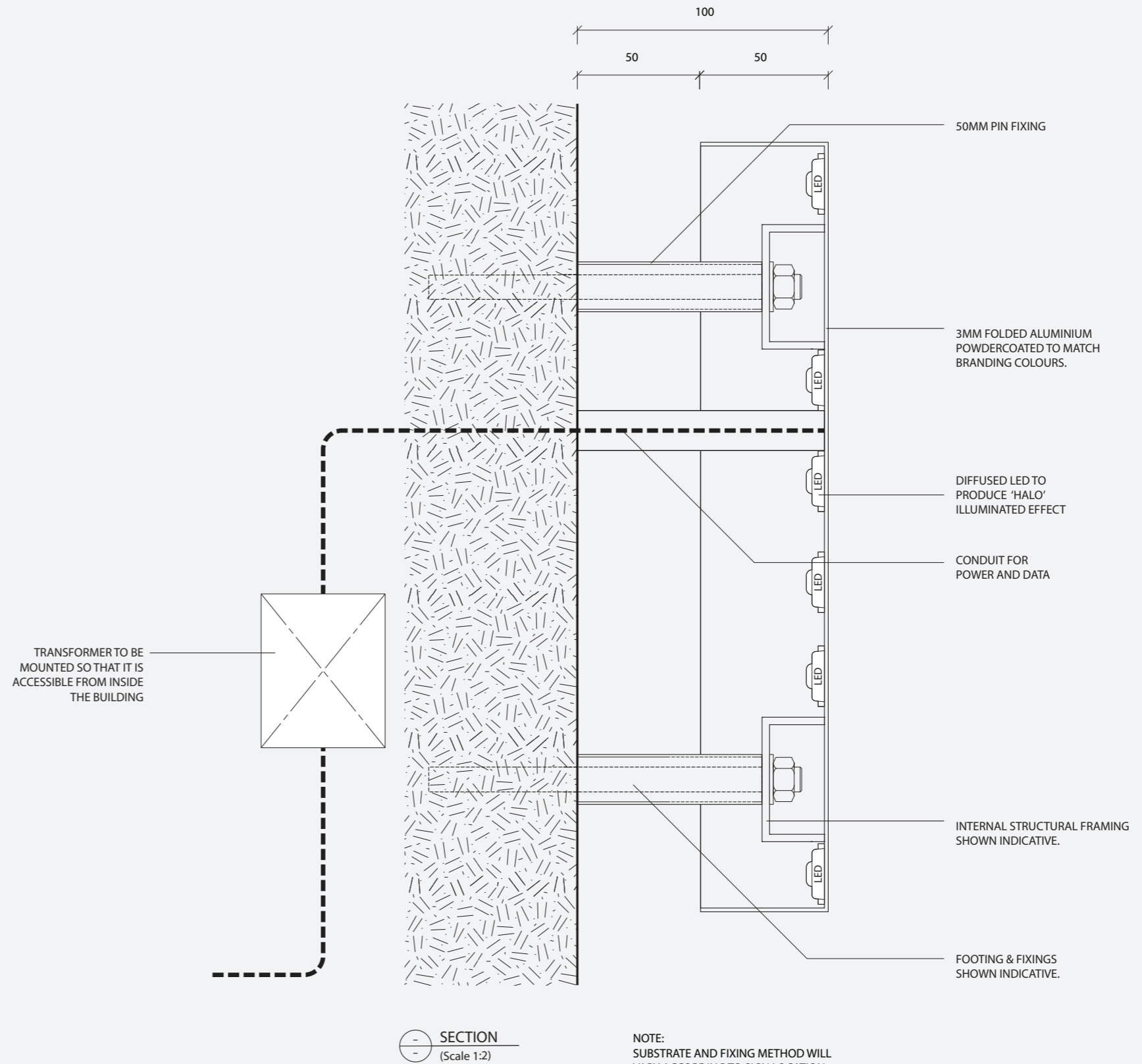
Substrate and fixing method will vary according to sign location.

Sign is 'halo' illuminated and requires power and data.

Transformer to be mounted so that it is easily accessible from inside the building. Illumination to be consistent and even with no hotspots.

Signage contractor to co-ordinate power requirements with client and/or lead contractor. Sign to meet fire codes and all other applicable standards.

Details shown convey design intent only. Signage contractor to provide shop drawings, specific installation details and structural engineering certification for approval prior to manufacture.



## S.02

### RMIT Brand Non-illuminated

#### Overview

##### Description

RMIT University brand sign to provide identification of RMIT University campuses and buildings on approach.

##### Illumination

No

##### Digital

No

##### Data

No

##### Mounting Height & Placement

To suit specific location and conditions.

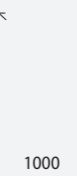
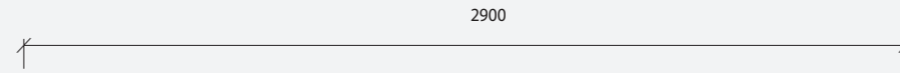
##### General Notes

Dimensions shown are indicative only. Size may be reviewed to suit building scale, specific location and conditions. Height to width ratio must be maintained when scaling up or down.

Text colour may switch from black to white to achieve 30% contrast with background.

Facade mounted signs must comply with any specific council planning regulations.

Facade mounted sign must comply with relevant fire regulations and be non-combustible. Signage to be fabricated using Class 1 and Class 2 materials only.



VARIES



⊖ TYPICAL FRONT ELEVATION  
(Scale 1:100)

**S.02**  
 RMIT Brand  
 Non-illuminated

Location, Graphic Setout and  
 Construction Details

**How to Locate**  
 Sign is typically located on building facade, facing major path of approach.

Sign should be placed in the most suitable position with consideration to sightlines and site specific conditions.

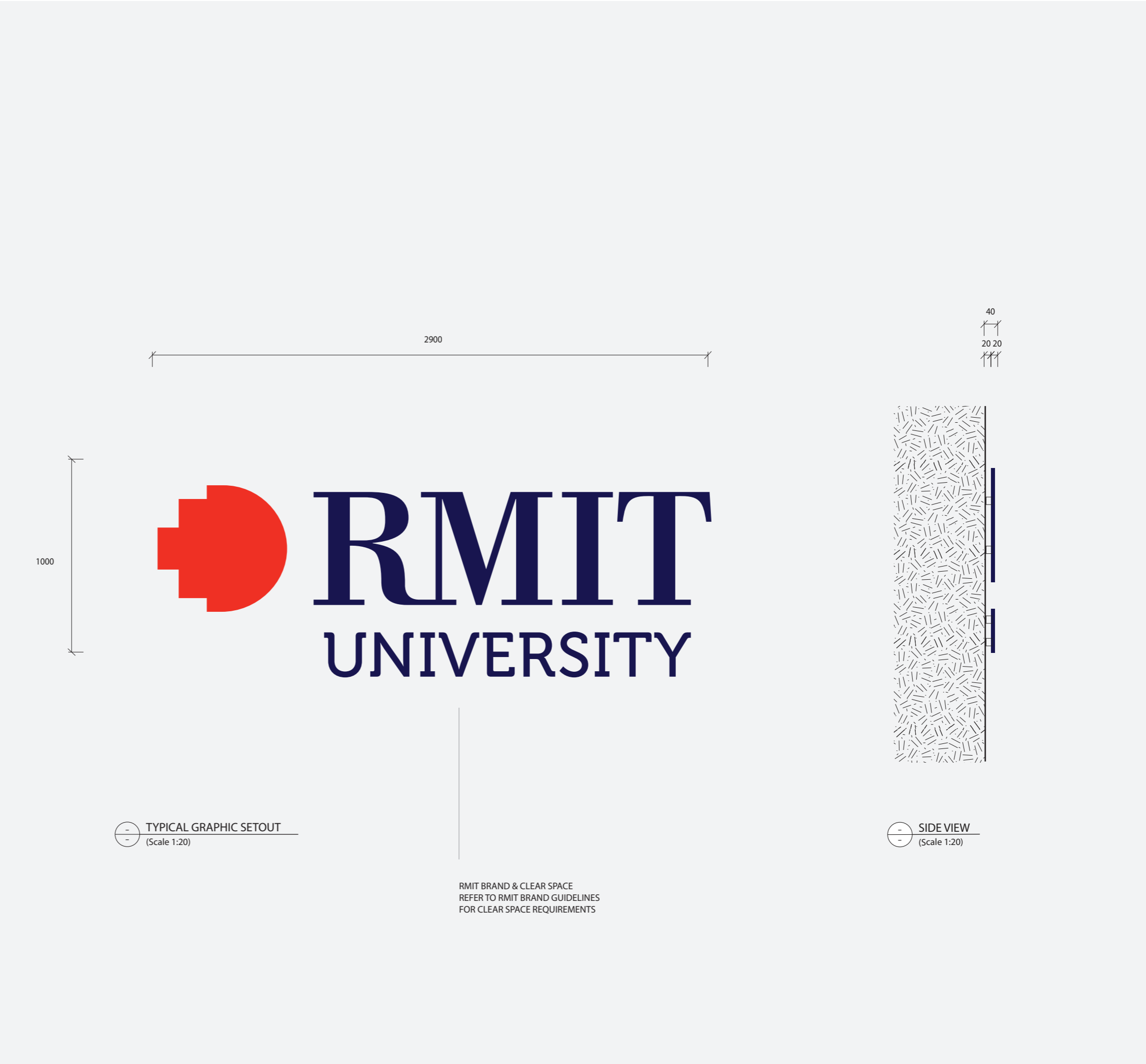
Ensure sightlines aren't obstructed by buildings or landscaping, or effected by environmental factors such as glare. Legibility and sight line testing is required for all applications of this sign type.

**Graphic Setout**  
 Ensure brand application and clear space complies with the latest RMIT Brand Guidelines.

**Specification Details**  
 20mm deep individual canister letters and logo fabricated from 3mm aluminium with internal subframe as required, powdercoated to match RMIT brand colours, pin fixed 20mm off facade with concealed fixings as required.

Signage must comply with relevant fire regulations and be non-combustible. Signage to be fabricated using Class 1 and Class 2 materials only.

Details shown convey design intent only and are subject to engineering certification.



### S.03

Campus Entry Identification -  
Primary  
Free-standing Totem



## S.03

### Campus Entry Identification - Primary Free-standing Totem

#### Overview

##### Description

Free-standing totem to identify major RMIT Campus entries. Sign includes a digital screen to provide dynamic content such as university announcements and event information.

##### Illumination

Yes

##### Digital

Yes

##### Data

Yes

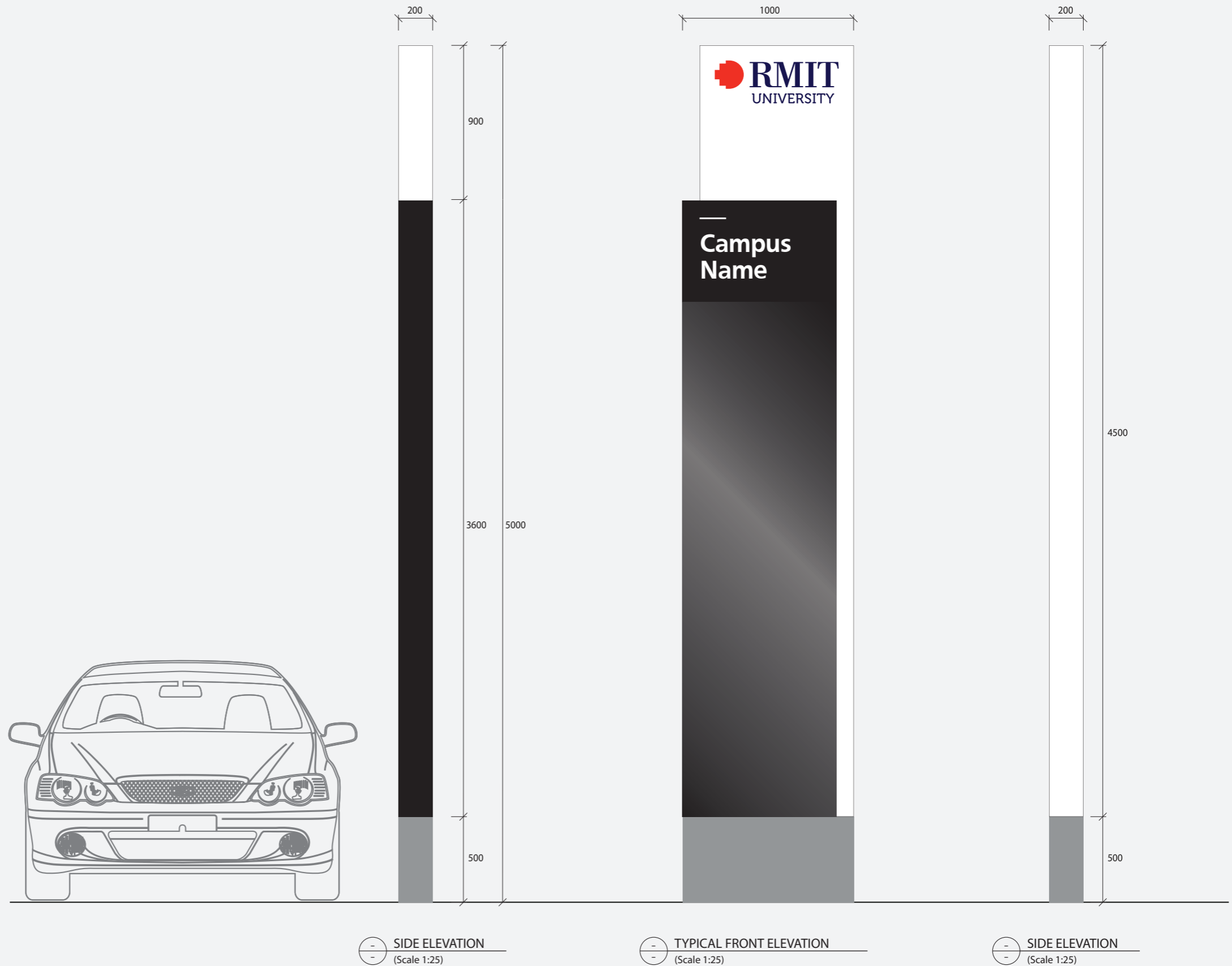
Refer to RMIT AV Standard for digital specification.

Digital content, functionality and software to be developed by digital/AV team to suit specific location and conditions.

##### General Notes

Sign is double sided, digital component to both sides.

Message shown is indicative only.



## S.03

# Campus Entry Identification - Primary Free-standing Totem

## Placement Principles

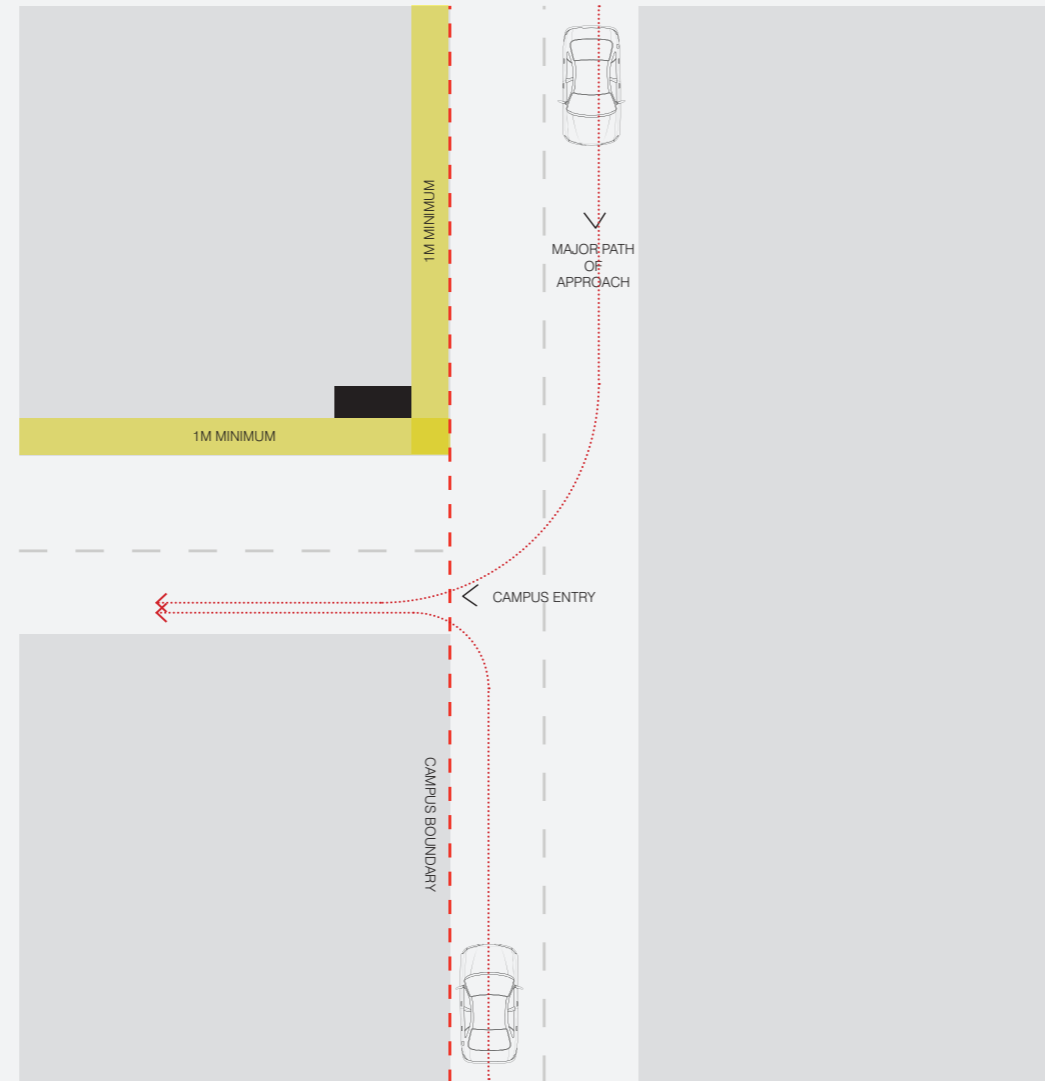
### How to Locate

Sign to be located within the campus boundary, adjacent to primary entries, within sightline of primary vehicular approach.

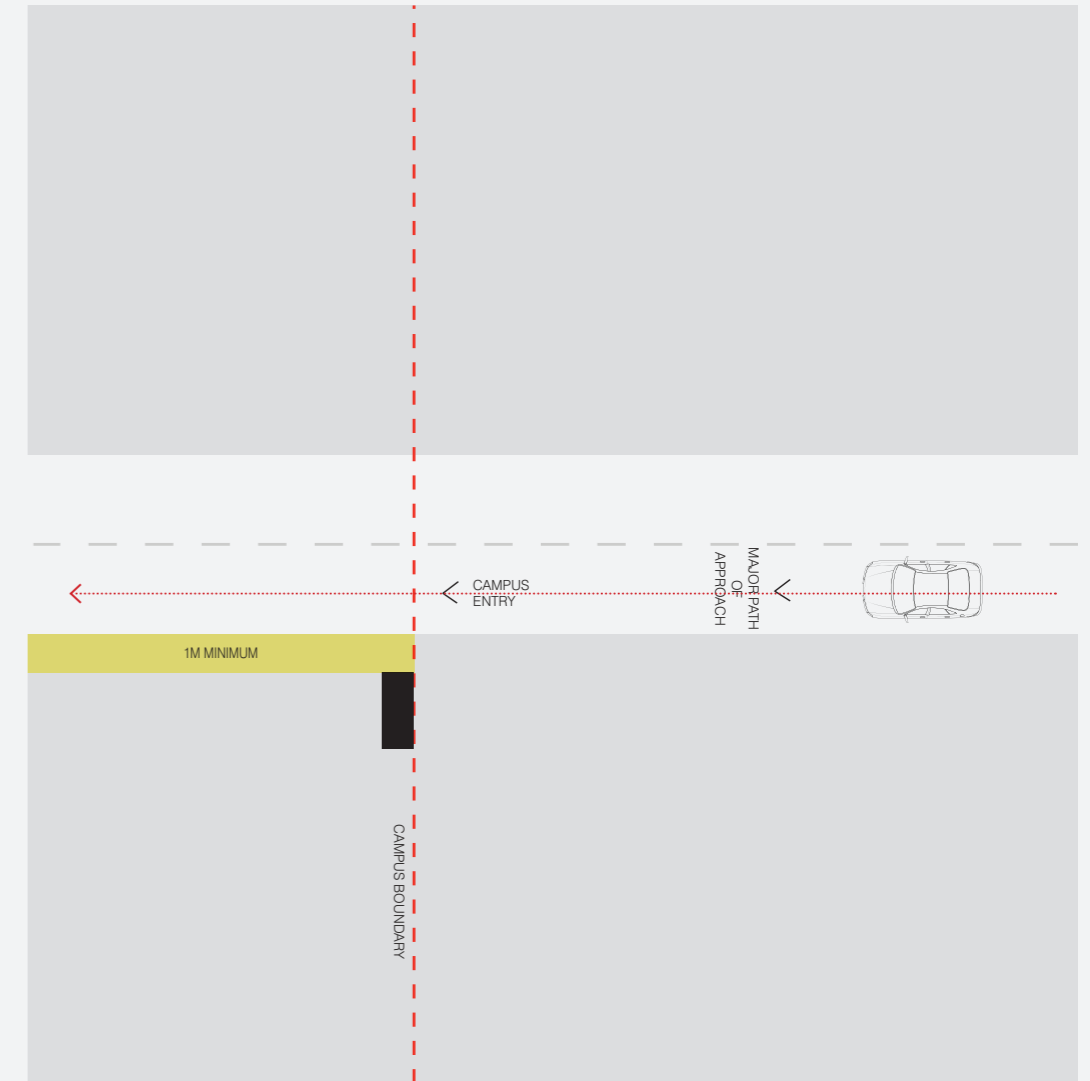
Sign should be placed in the most suitable position with consideration to approach sightlines and site specific condition. Ensure sightlines aren't obstructed by buildings or landscaping, or effected by environmental factors such as glare.

Placement should give consideration to the safety of pedestrians. Ensure sign does not create a safety hazard by obstructing views to pedestrian routes or crossings.

Placement of signs adjacent public roads must follow VicRoads and Local Council planning guidelines.



TYPICAL PLACEMENT 01  
(NTS - DIAGRAMMATIC ONLY)



TYPICAL PLACEMENT 02  
(NTS - DIAGRAMMATIC ONLY)

### S.03

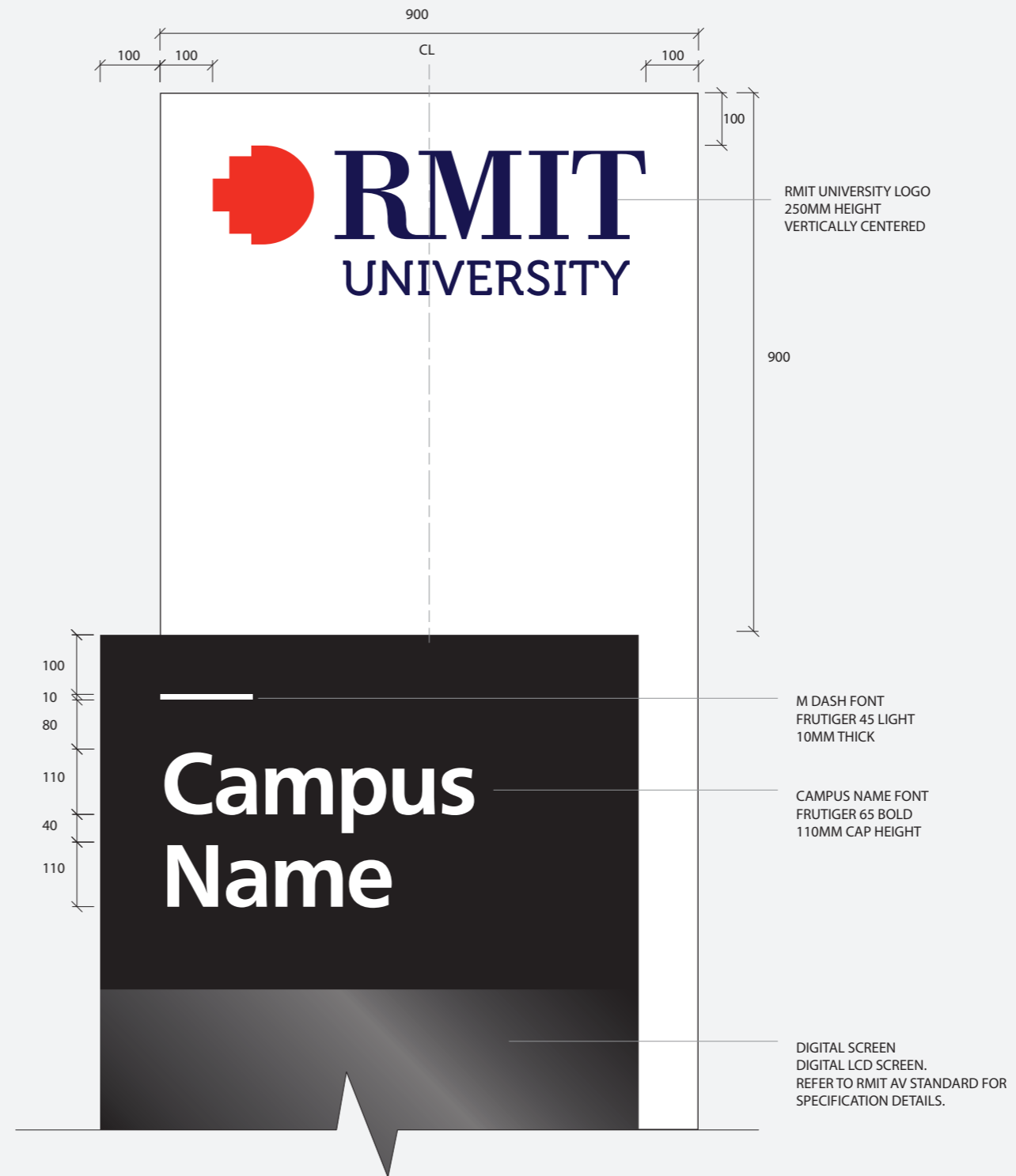
## Campus Entry Identification - Primary Free-standing Totem

### Typical Graphic Setout

Brand application and clear space to comply with the latest RMIT Brand Guidelines.

Refer to diagram for graphic setout.

Message shown is indicative only



TYPICAL GRAPHIC SETOUT  
(Scale 1:10)

# S.03

## Campus Entry Identification - Primary Free-standing Totem

### Construction Detail

#### Specification

200mm deep fabricated sign form from 3mm folded aluminium, powdercoated finish with internal subframe.

Top of sign form to allow for adequate draining and shedding of rainwater.

Illuminated 'RMIT University' logo intracut flush with sign face. 'RMIT University' logo to be made from profile cut day/ night acrylic, so that brand lettering appears black during the day, and illuminates white at night. Illumination to be consistent, with no shadows or hotspots. RMIT brand is internally illuminated using LED array and requires power and data. Lighting is to be centrally controlled.

Digital screen set flush with sign face. Refer to RMIT AV Standard for specification details - screen requires power and data.

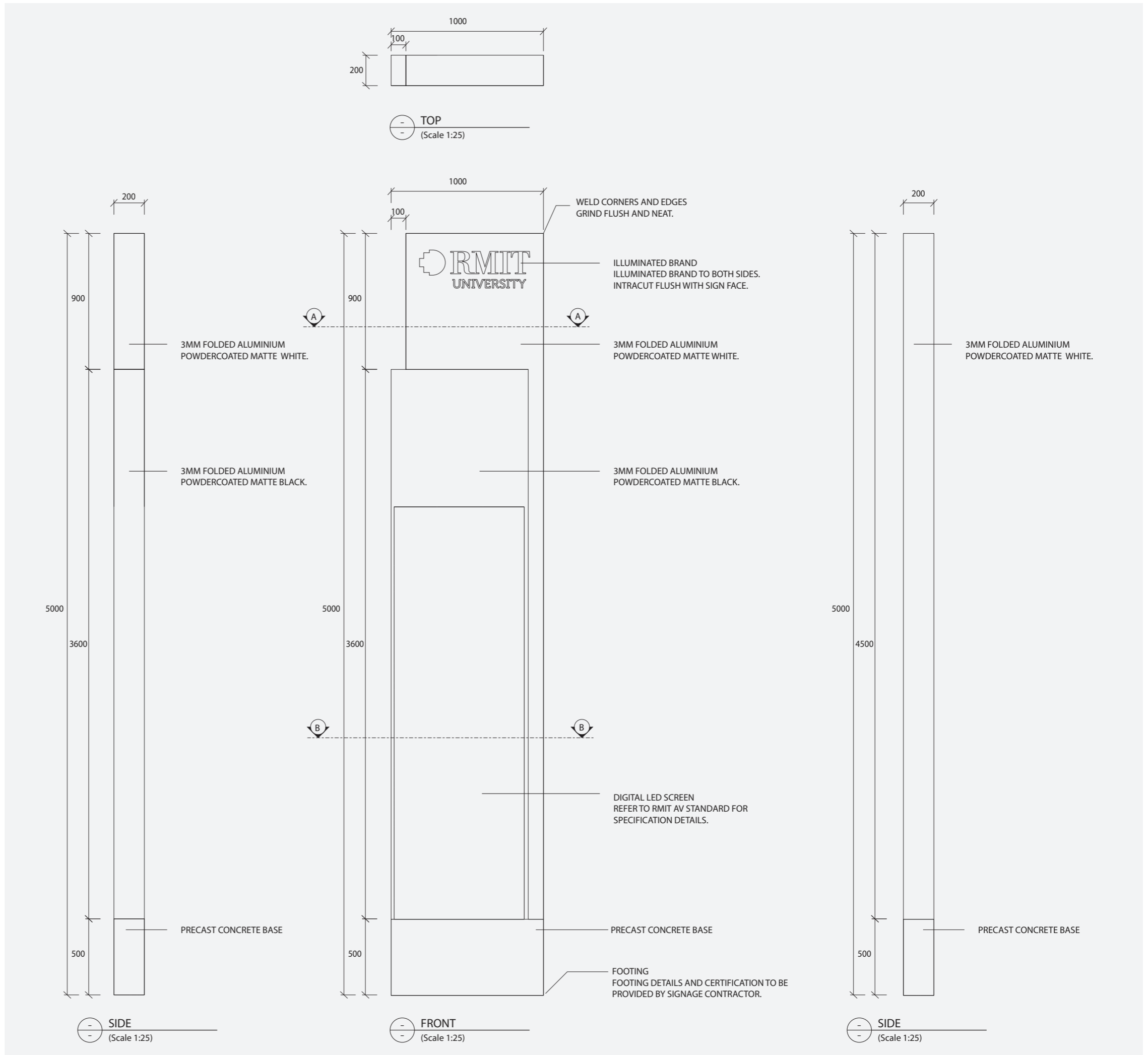
Fabricated sign form fixed to concrete base with concealed fixings as required.

All footings and fixings to be concealed below ground. Signage contractor to supply engineering footing details.

When located adjacent a road, sign to be frangible at base.

Sign is double sided, with digital screen to both sides.

Details shown convey design intent only and are subject to engineering certification.



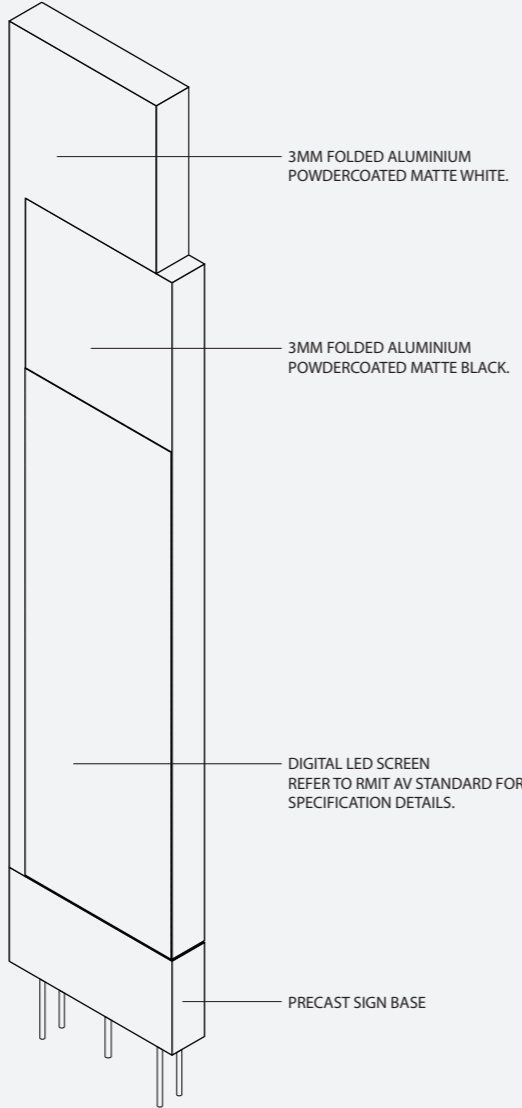


**S.03**

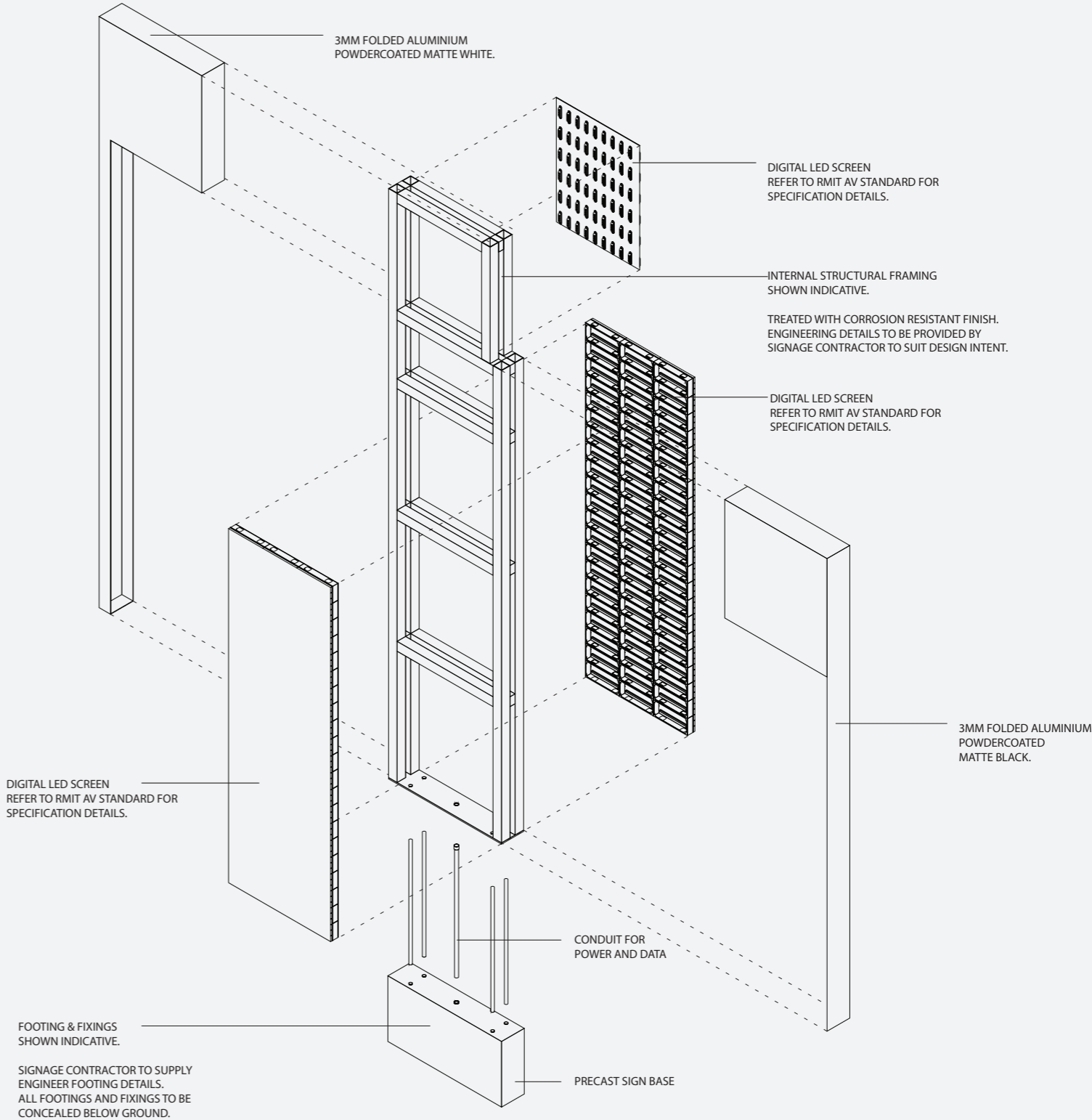
Campus Entry Identification -  
Primary  
Free-standing Totem

Construction Detail

Details shown convey design intent only and are subject to engineering certification.



ISOMETRIC (NTS)

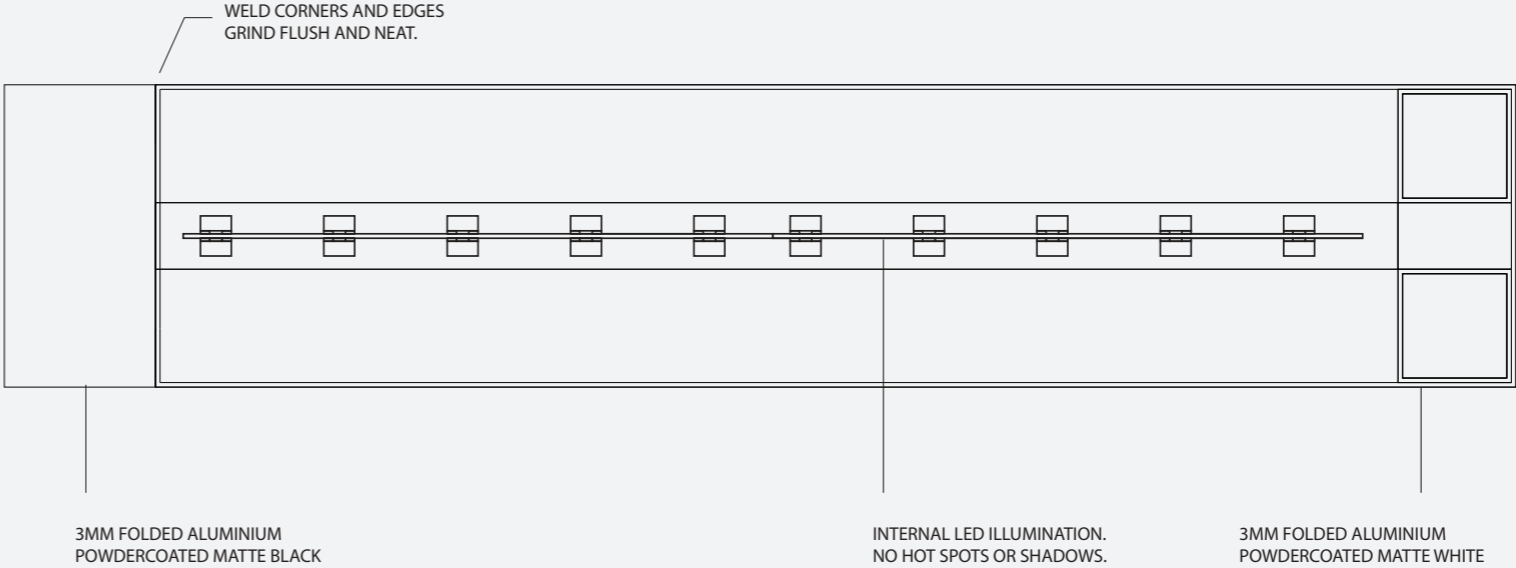


**S.03**

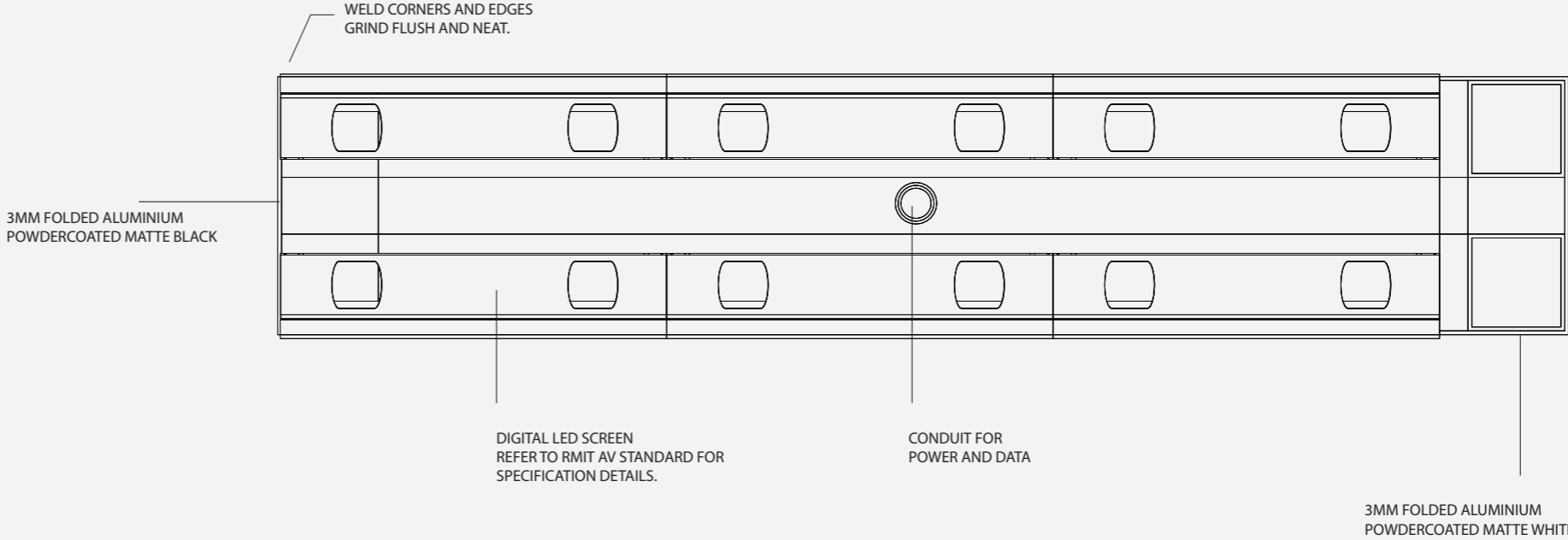
Campus Entry Identification -  
Primary  
Free-standing Totem

Construction Detail

Details shown convey design intent only and are subject to engineering certification.



SECTION A-A  
(Scale 1:20)



SECTION B-B  
(Scale 1:20)

## S.04

Campus Entry Identification -  
Secondary  
Free-standing Totem



## S.04

### Campus Entry Identification - Secondary Free-standing Totem

#### Overview

##### Description

Free-standing totem to identify RMIT campus entries when digital content is not required.

##### Illumination

Yes

##### Digital

No

##### Data

Yes

##### Message

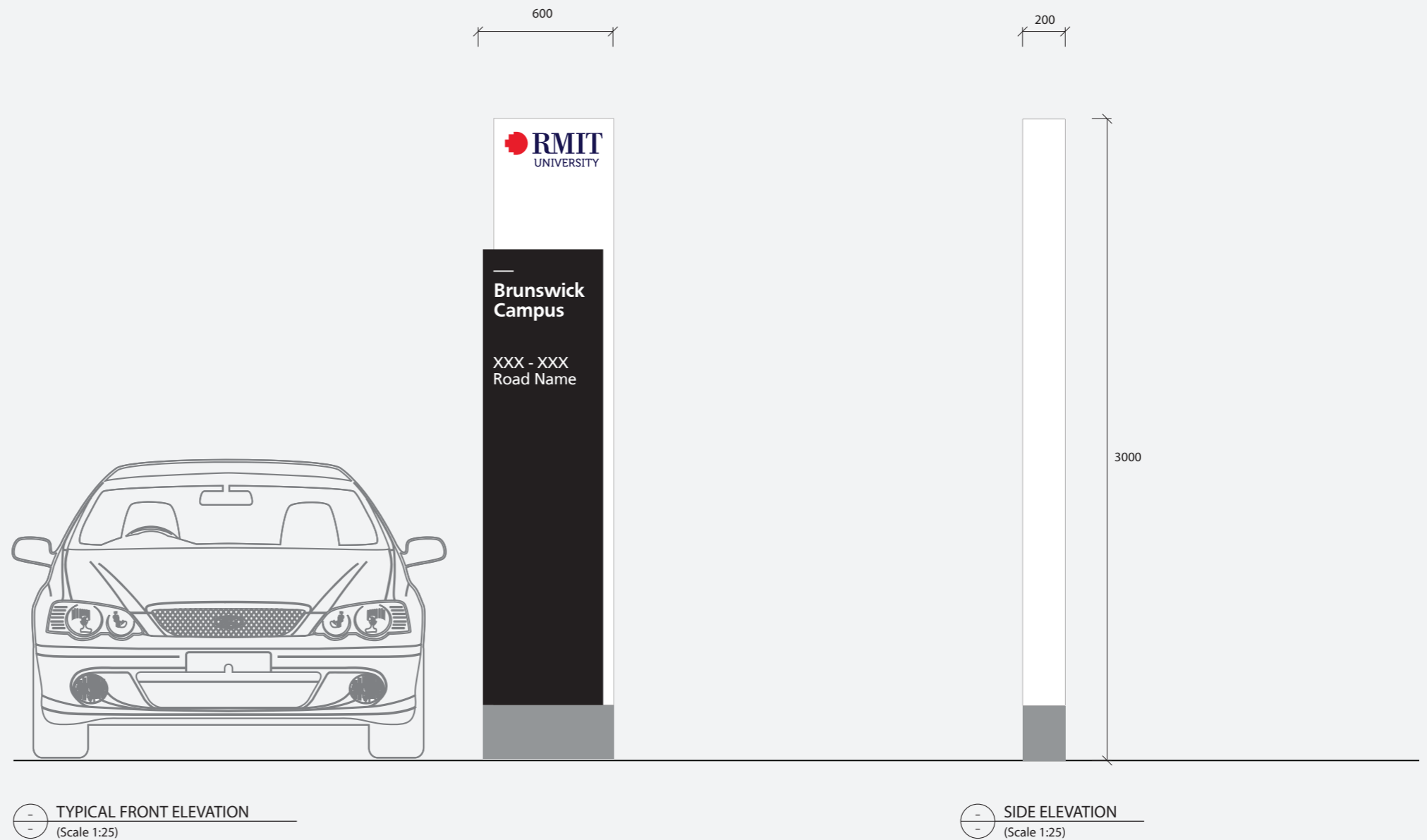
This sign shows the RMIT Brand, the campus name and the campus address.

##### General Notes

Message can be applied to both sides of the sign if required.

Elevation is typical and indicative only.

Message is indicative only.



## S.04

# Campus Entry Identification - Secondary Free-standing Totem

## Placement Principles

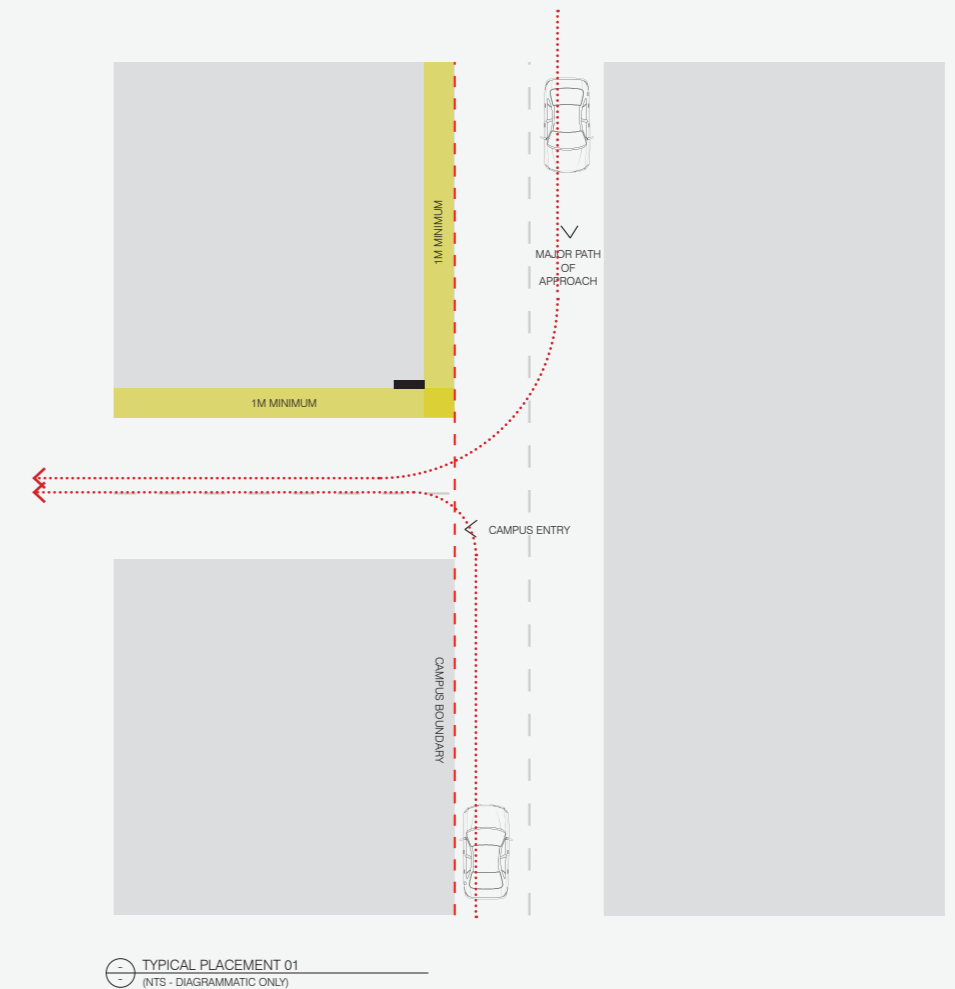
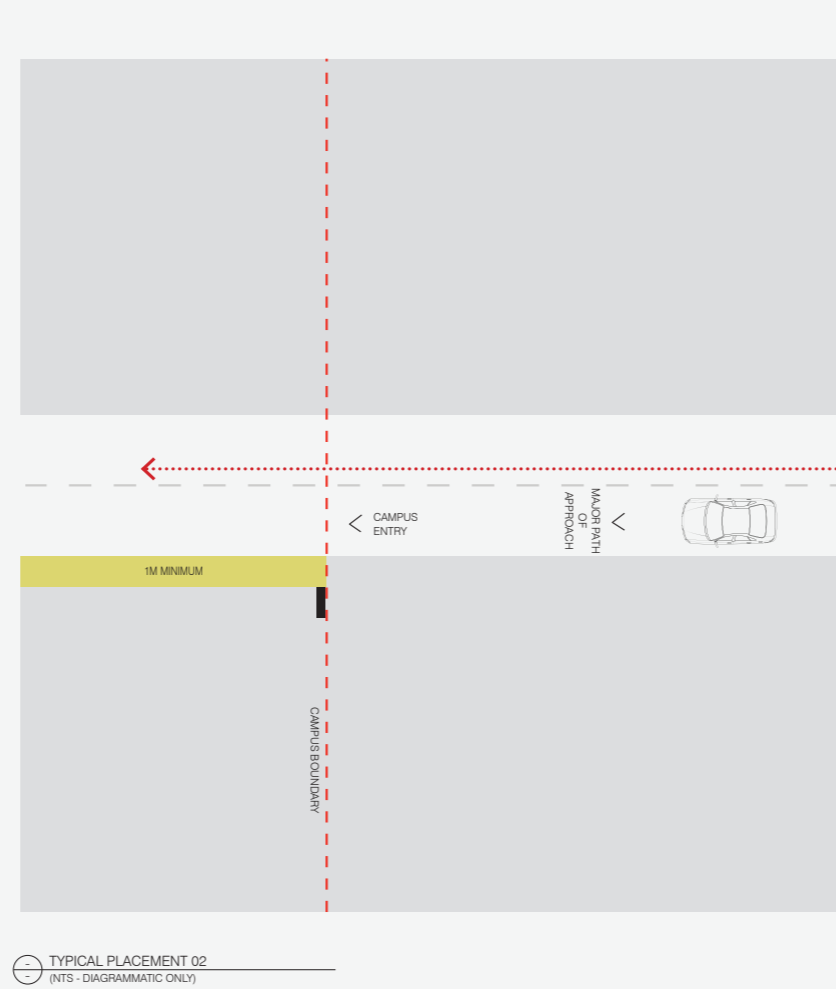
### How to Locate

Sign to be located within the campus boundary where possible, adjacent to campus entry, within sightline of main vehicular approach.

Sign should be placed in the most suitable position with consideration to approach sightlines and site specific condition. Ensure sightlines aren't obstructed by buildings or landscaping, or effected by environmental factors such as glare.

Placement should give consideration to the safety of pedestrians. Ensure sign does not create a safety hazard by obstructing views to pedestrian routes or crossings.

Placement of signs adjacent public roads must follow VicRoads and Local Council planning guidelines.



## S.04

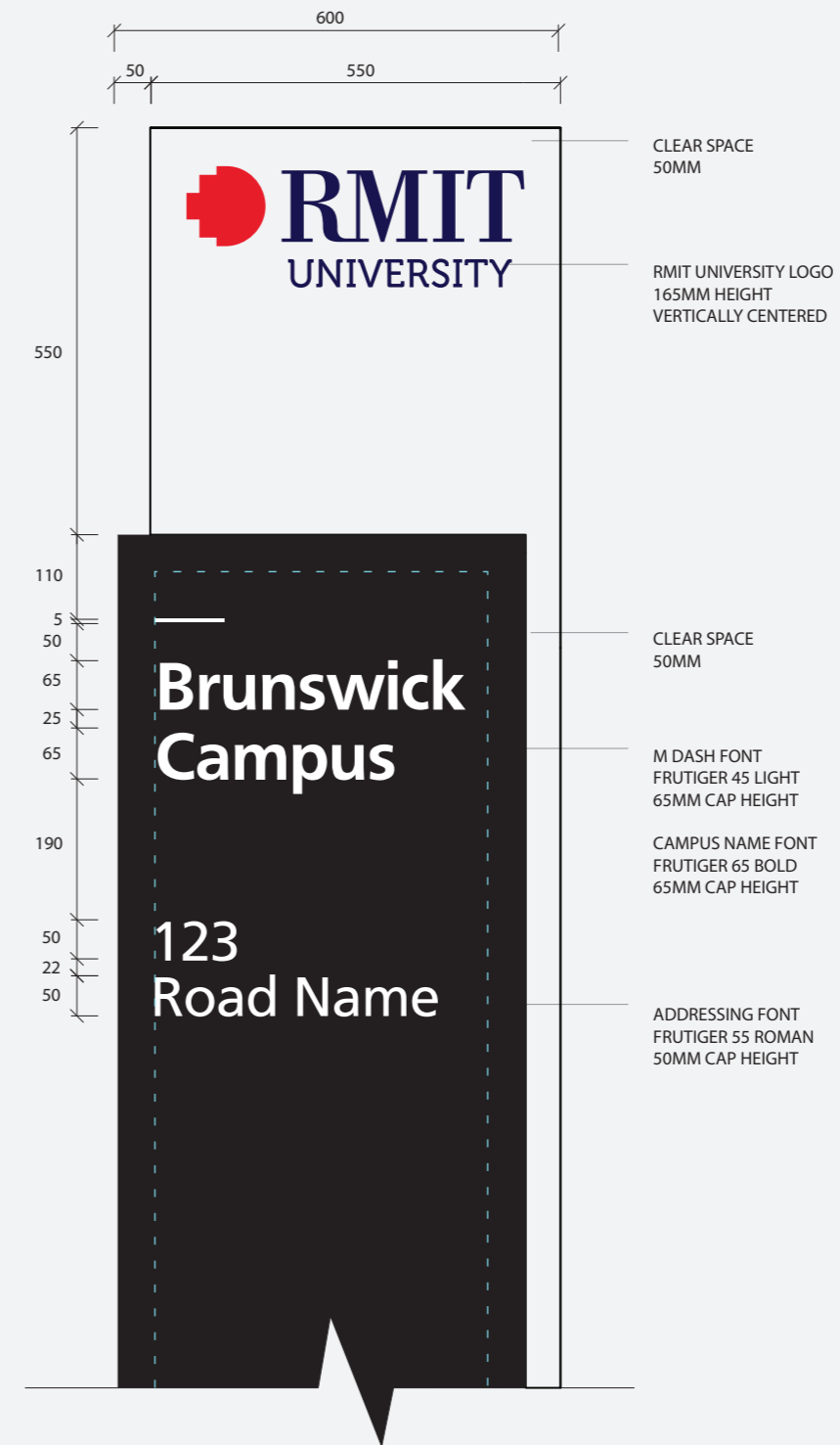
### Campus Entry Identification - Secondary Free-standing Totem

#### Typical Graphic Setout

Brand application and clear space to comply with the latest RMIT Brand Guidelines.

Refer to diagram for graphic setout.

Message shown is indicative only.



TYPICAL GRAPHIC SETOUT  
(Scale 1:10)

## S.04

# Campus Entry Identification - Secondary Free-standing Totem

## Construction Detail

### Specification

200mm deep fabricated sign form from 3mm folded aluminium, powdercoated finish with internal subframe.

Top of sign form to allow for adequate draining and shedding of rainwater.

Illuminated 'RMIT University' logo intracut flush with sign face. 'RMIT University' logo to be made from profile cut day/ night acrylic, so that brand lettering appears black during the day, and illuminates white at night. Illumination to be consistent, with no shadows or hotspots. RMIT brand is internally illuminated using LED array and requires power and data. Lighting is to be centrally controlled.

Campus address text to be profile cut cast vinyl.

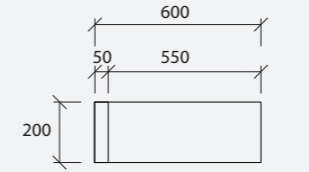
Fabricated sign form fixed to concrete base with concealed fixings as required.

All footings and fixings to be concealed below ground. Signage contractor to supply engineering footing details.

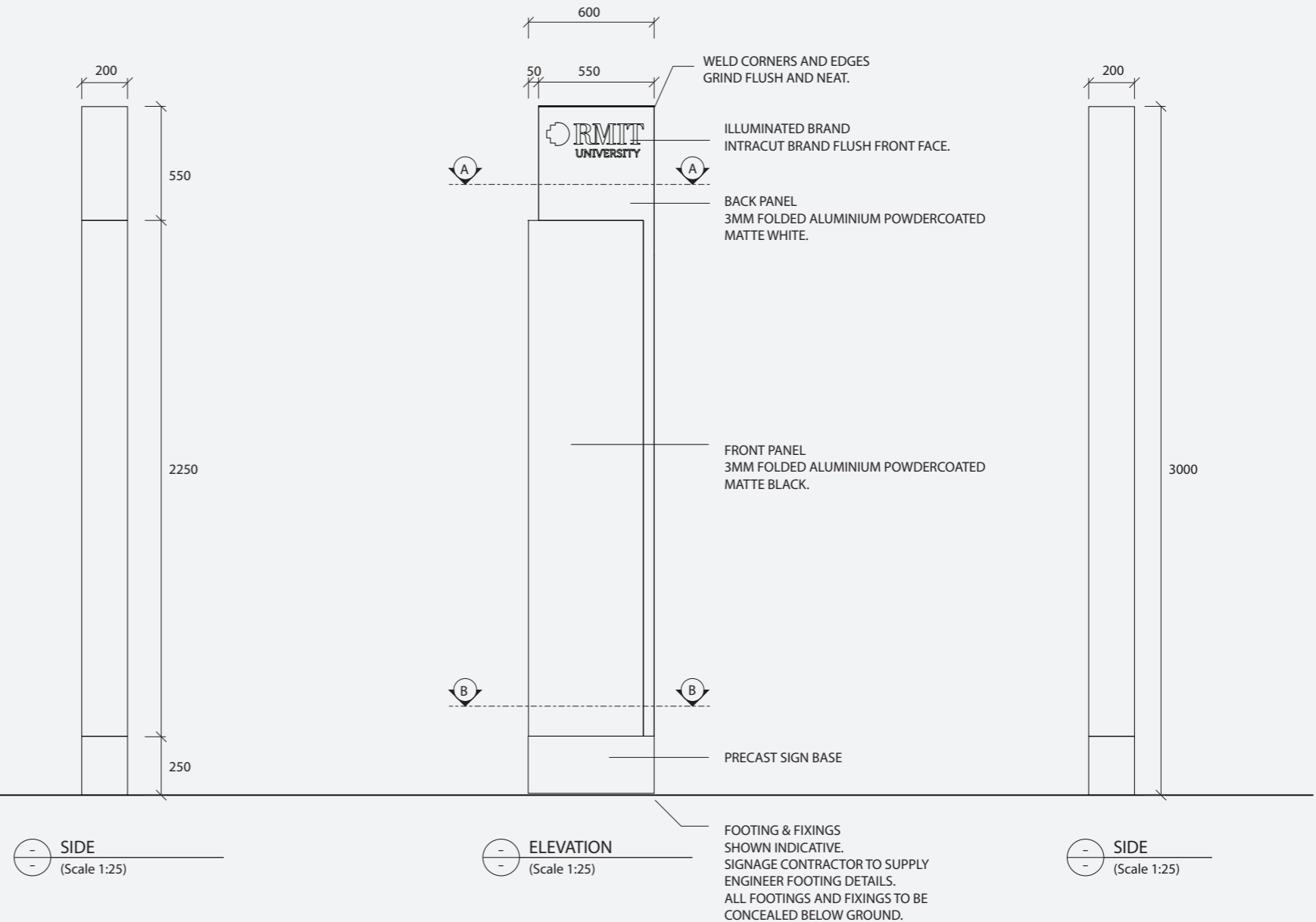
When located adjacent a road, sign to be frangible at base.

Sign is double sided.

Details shown convey design intent only and are subject to engineering certification.



TOP  
(Scale 1:25)

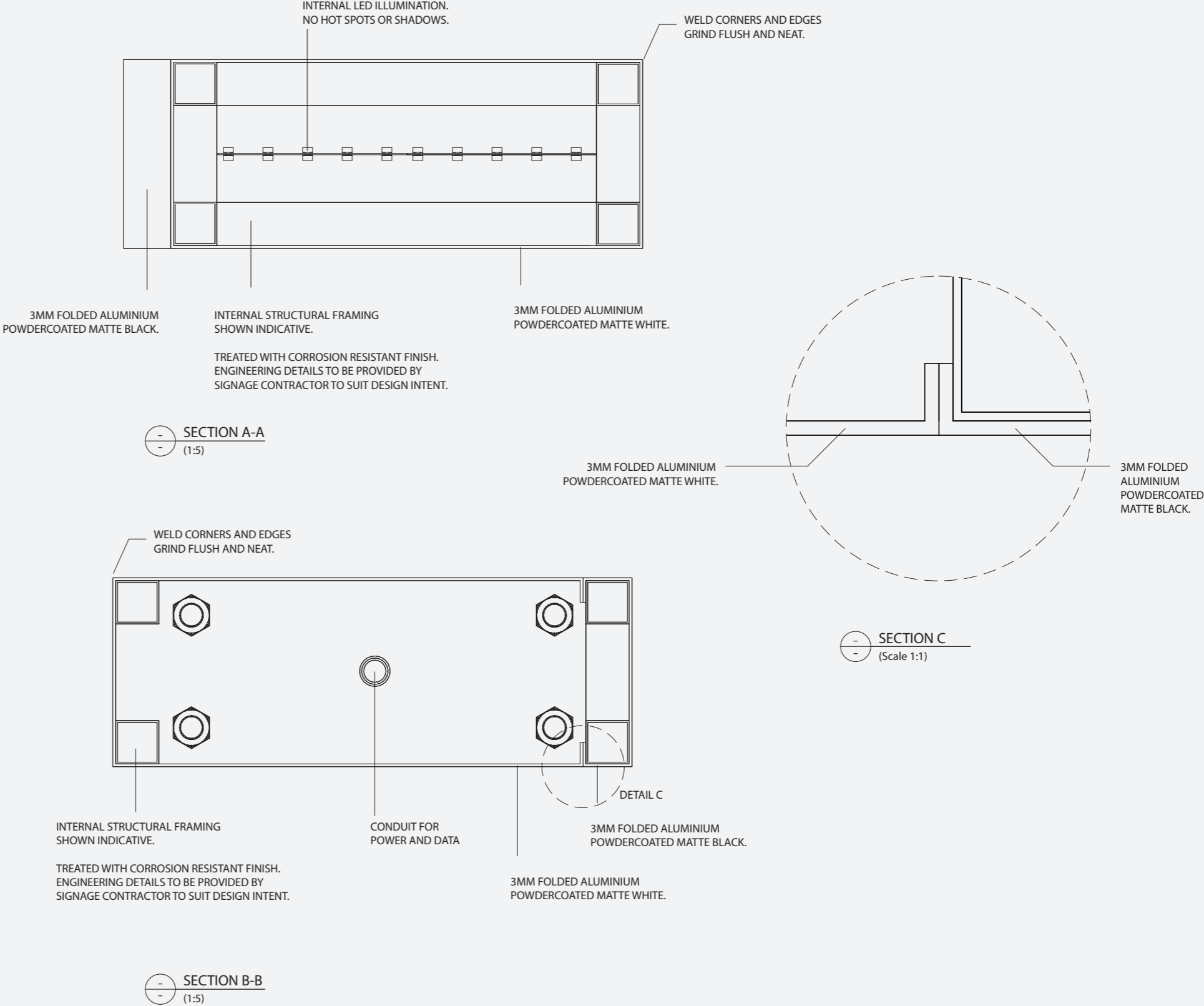


**S.04**

Campus Entry Identification -  
Secondary  
Free-standing Totem

Construction Detail

Details shown convey design intent only and are subject to engineering certification.



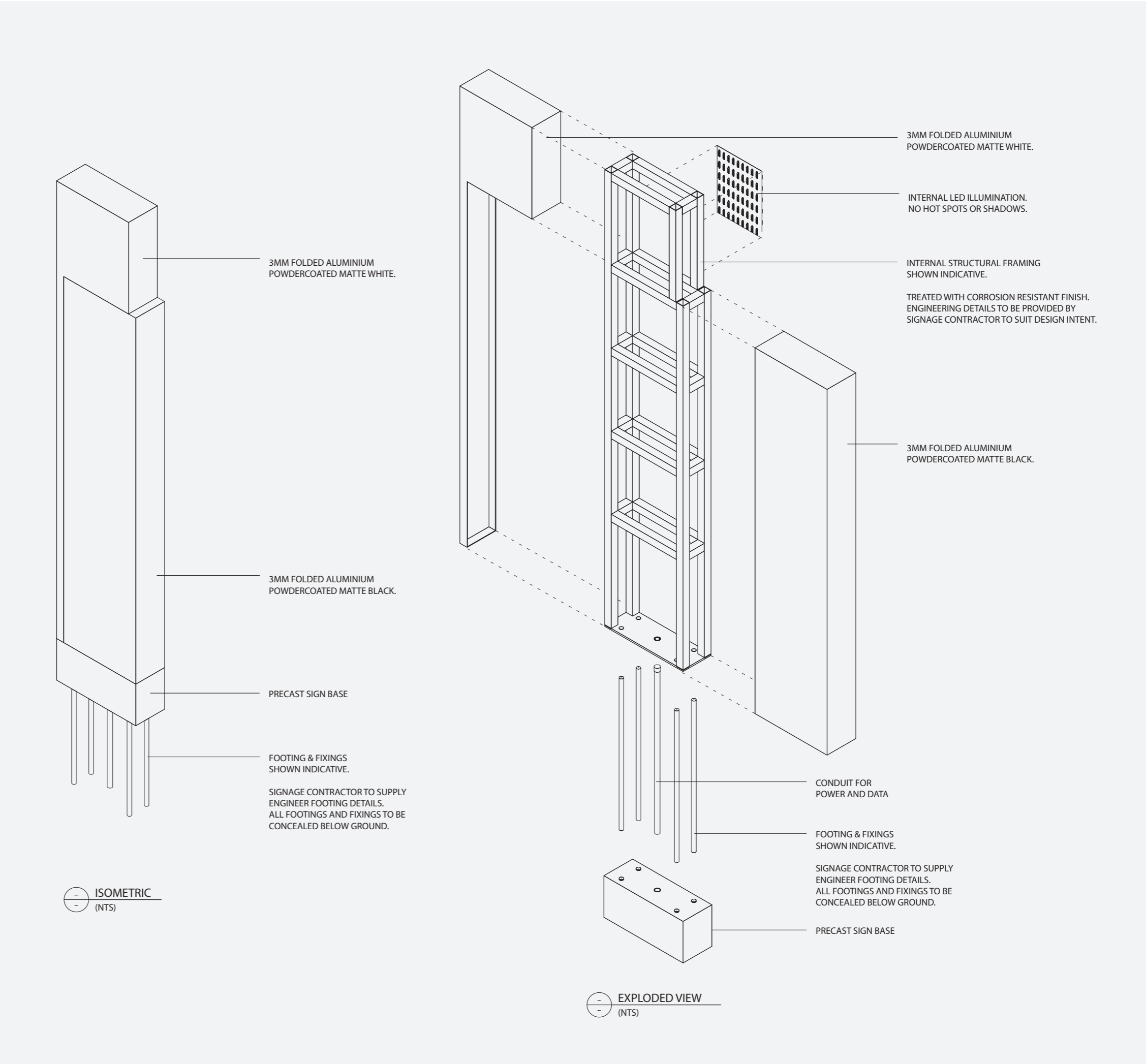


**S.04**

Campus Entry Identification -  
Secondary  
Free-standing Totem

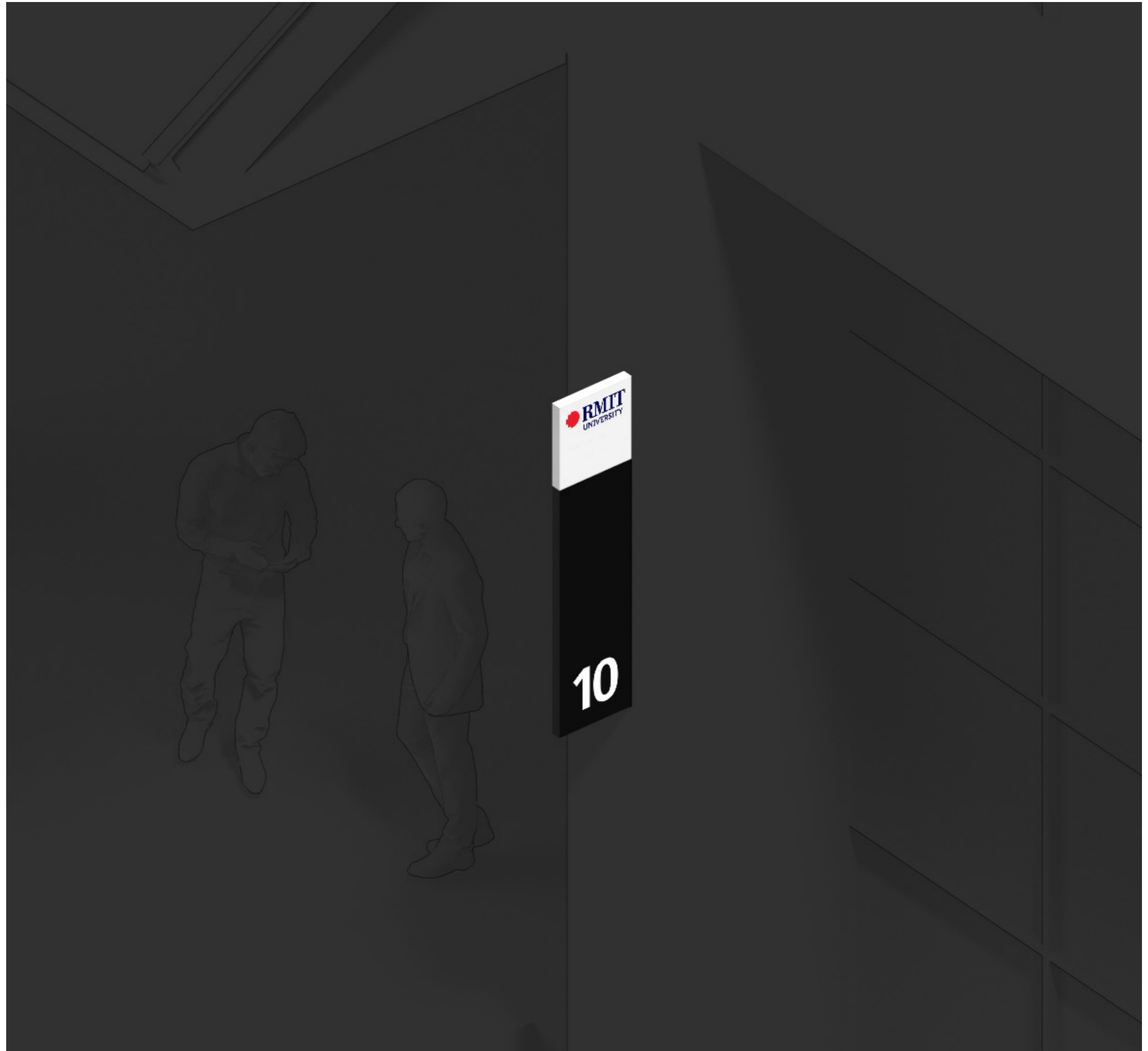
Construction Detail

Details shown convey design intent only and are subject to engineering certification.



**S.05**

Building Identification  
Projected



# S.05

## Building Identification Projected

### Overview

#### Description

Facade mounted projected sign identifying building number. To be used when the approach path is parallel with the edge of building.

#### Illumination

No

#### Digital

No

#### Data

No

#### Mounting Height

Minimum 3,000mm AFFL to bottom edge of sign.

#### Message

RMIT Brand and building number

#### General Notes

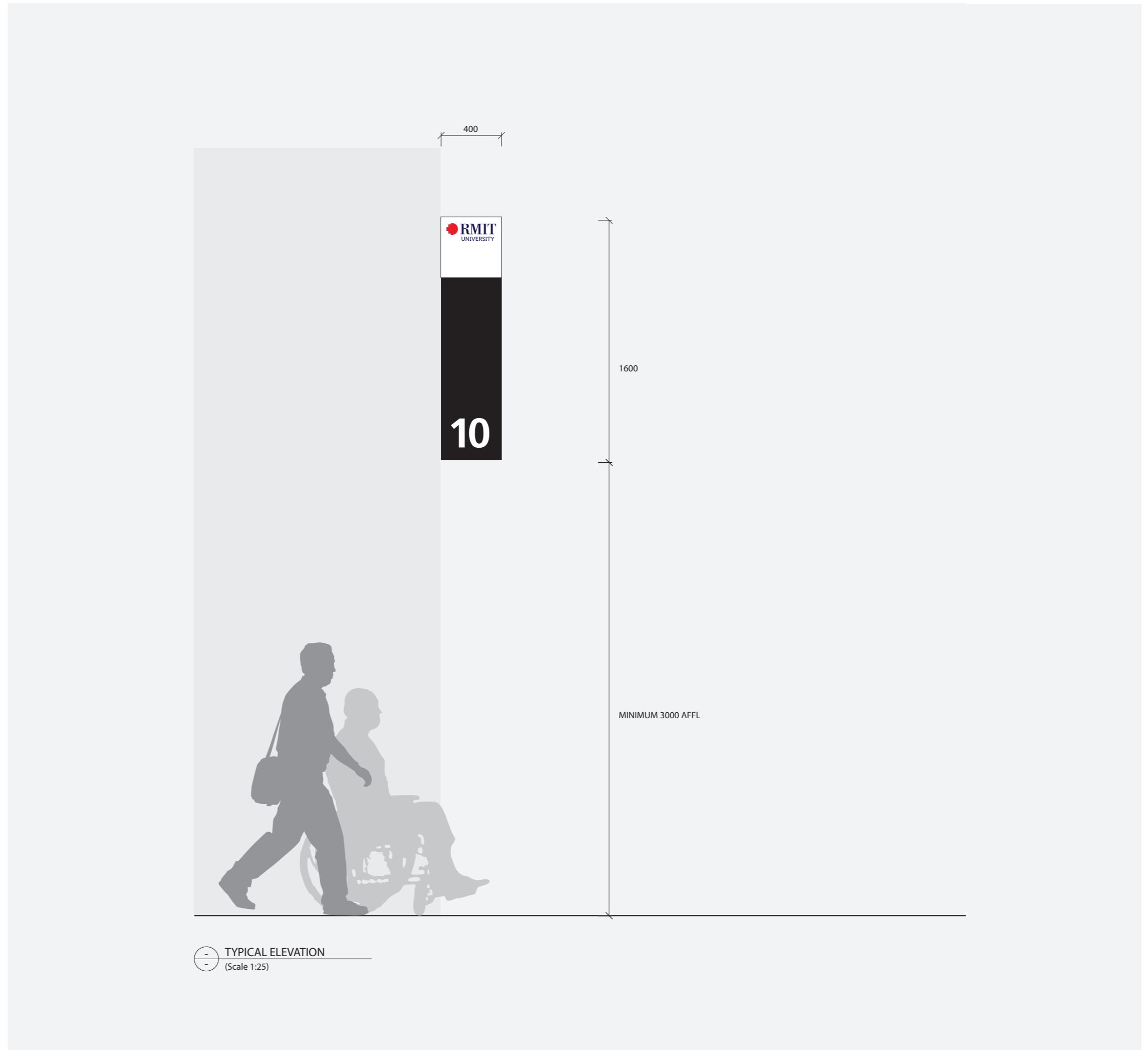
Sign is double sided.

Facade mounted signs must comply with any specific council planning regulations.

Facade mounted sign must comply with relevant fire regulations and be non-combustible. Signage to be fabricated using Class 1 and Class 2 materials only.

Elevation is typical and indicative only.

Message is indicative only.



**S.05**  
 Building Identification  
 Projected

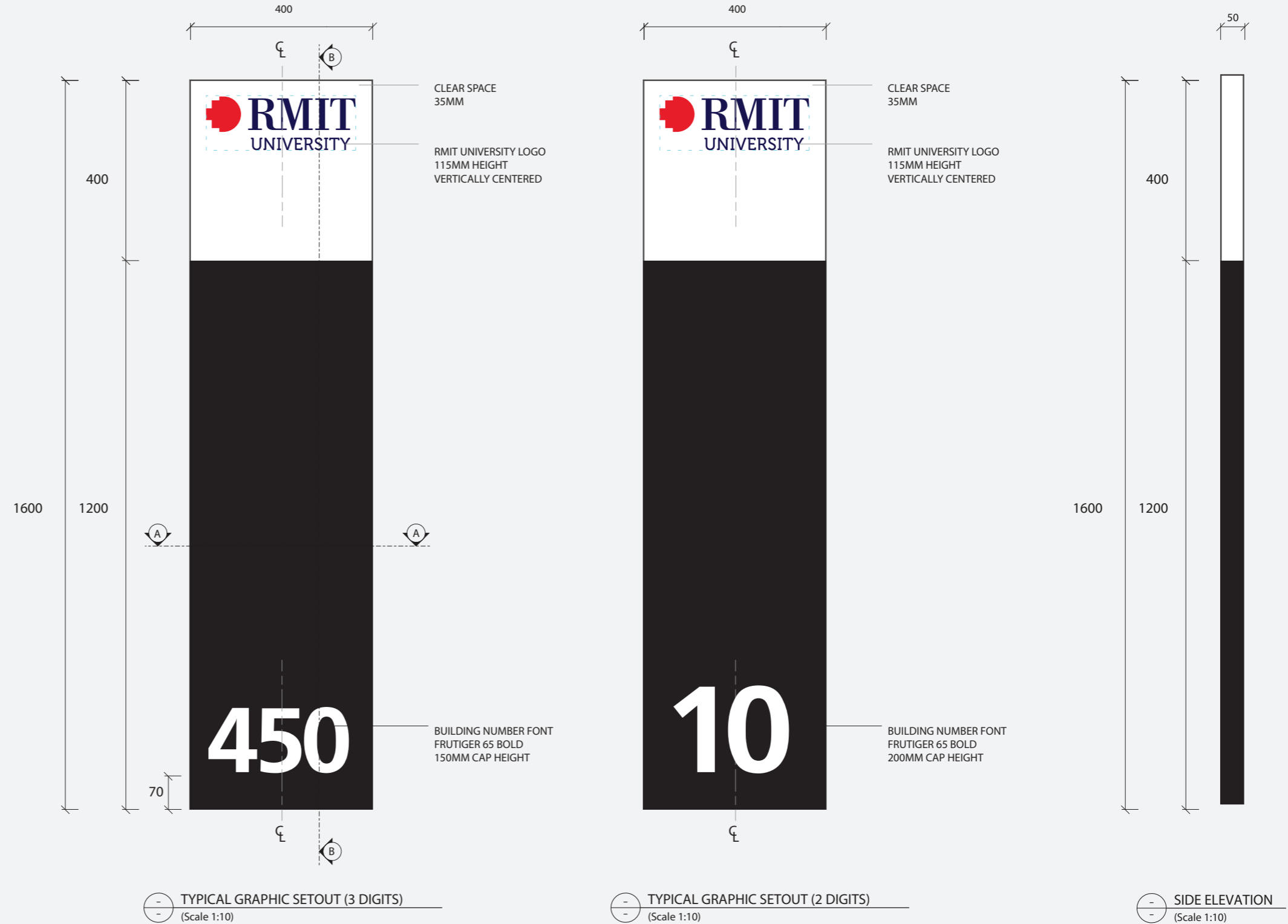
Placement Principles and  
 Typical Graphic Setout

**How to Locate**  
 Sign to be projected from building facade adjacent the building's main entry.

Sign to be positioned so it is clearly visible on approach to building, and placed in the best position with consideration to site specific conditions.

Sign to be mounted minimum 3000mm to underside and minimum 500mm in from edge of building.

Message is indicative only.



# S.05

## Building Identification

### Projected

### Construction Detail

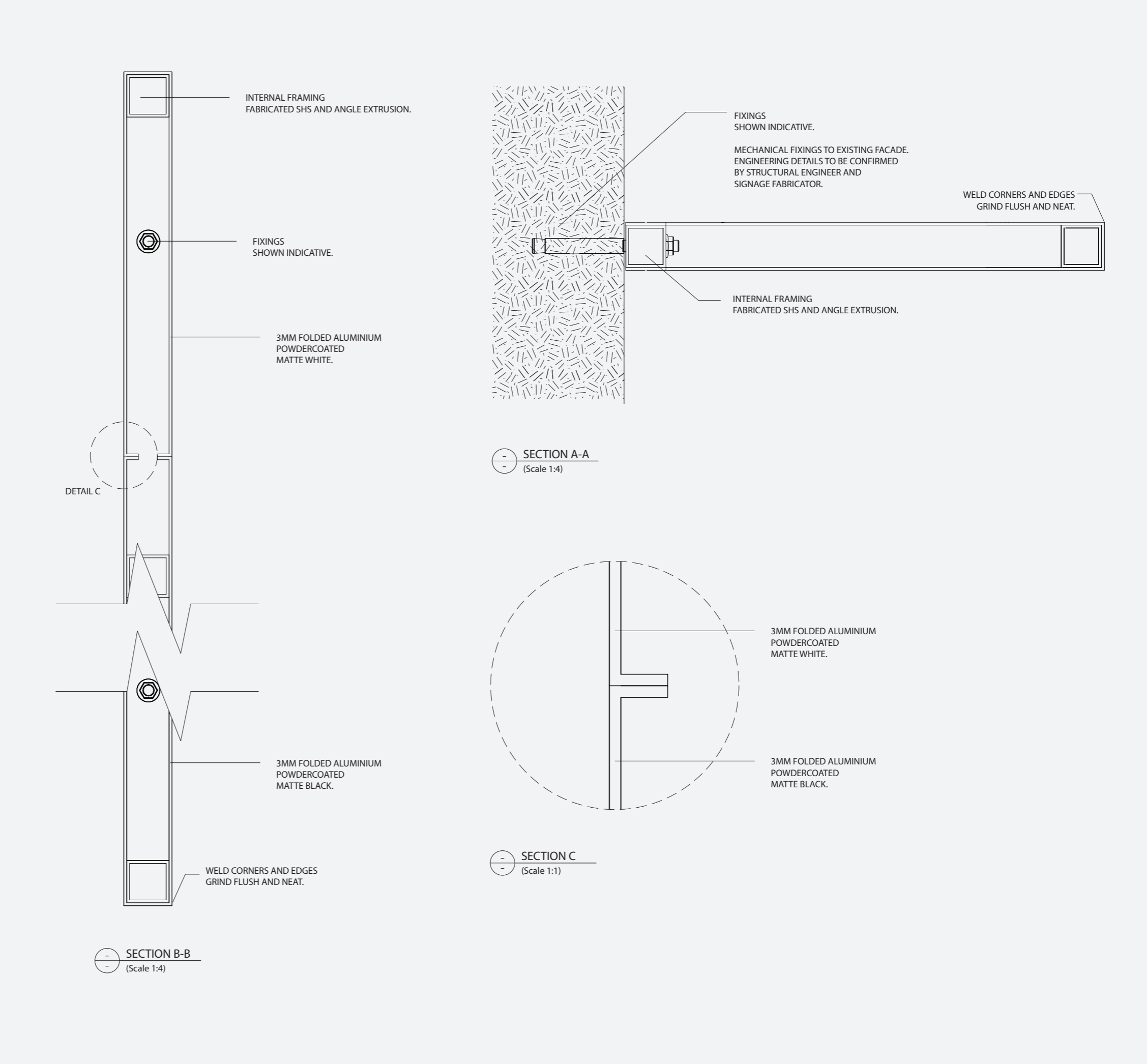
**Specification Details**  
 40mm deep fabricated sign form from 3mm folded powdercoated aluminium, with digitally printed 'RMIT University' logo and building number to match RMIT brand colours. Protective clear coat applied to sign form.

Sign pin fixed to facade with concealed fixings as required.

Sign is double sided.

Signage must comply with relevant fire regulations and be non-combustible. Signage to be fabricated using Class 1 and Class 2 materials only.

Details shown convey design intent only and are subject to engineering certification.

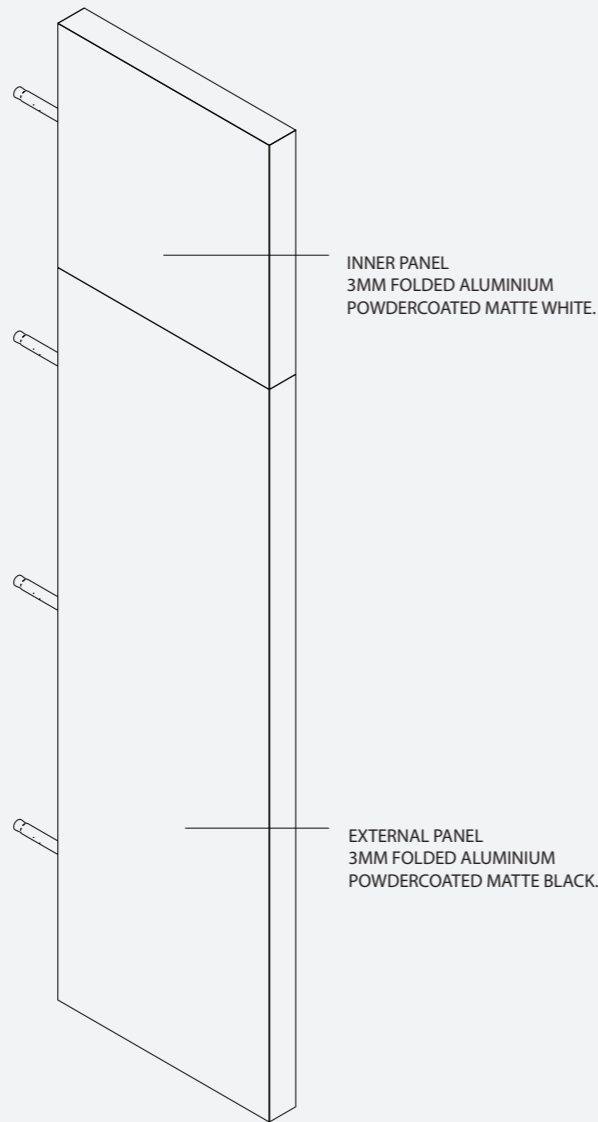


# S.05

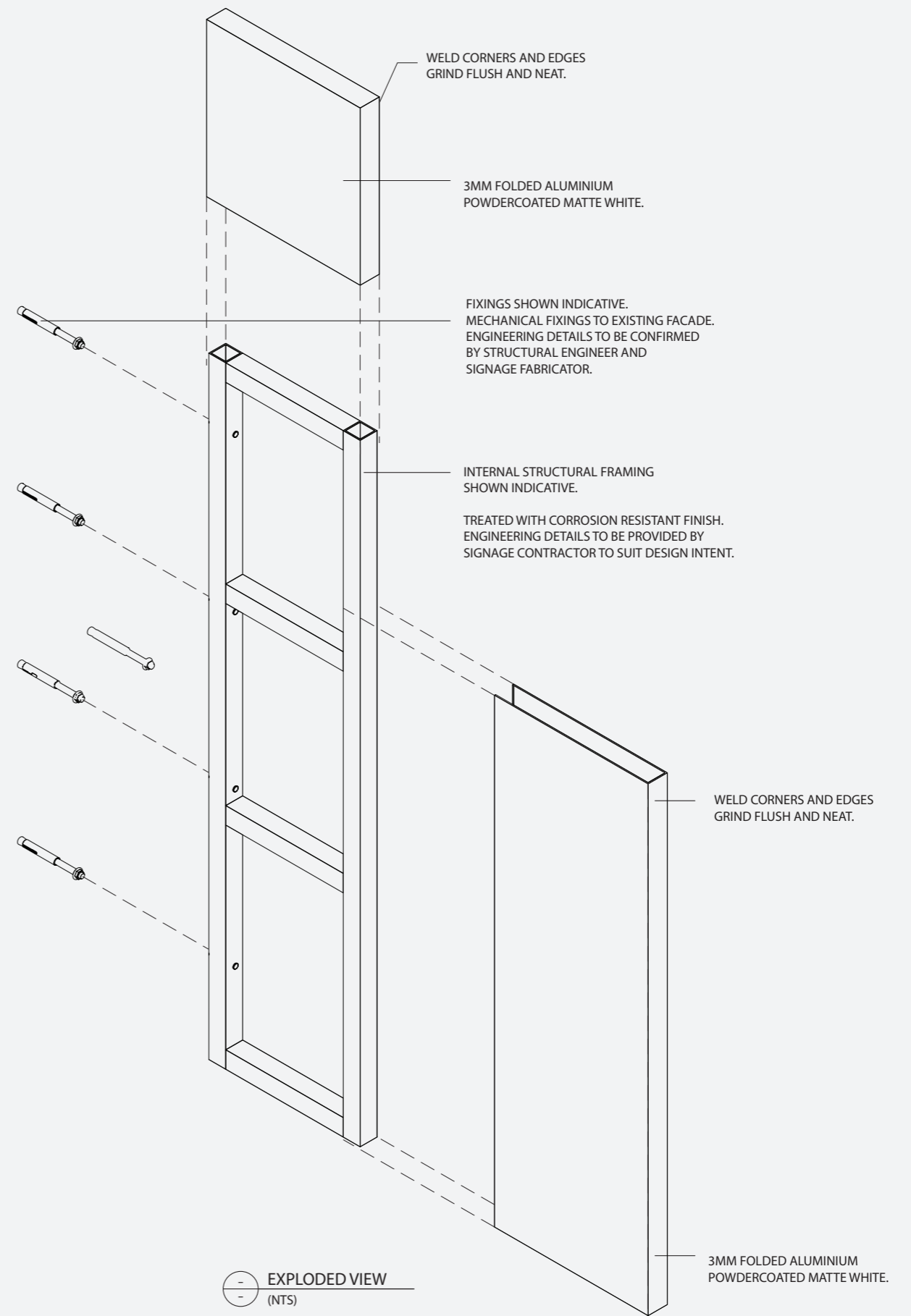
## Building Identification Projected

### Construction Detail

Details shown convey design intent only and are subject to engineering certification.



ISOMETRIC  
(NTS)



EXPLODED VIEW  
(NTS)

## S.06

Building Identification  
Wall Mounted



# S.06

## Building Identification Wall Mounted

### Overview

#### Description

Facade mounted sign identifying building number.

#### Illumination

No

#### Digital

No

#### Data

No

#### Mounting Height

To suit building entry. Minimum 3000mm AFFL

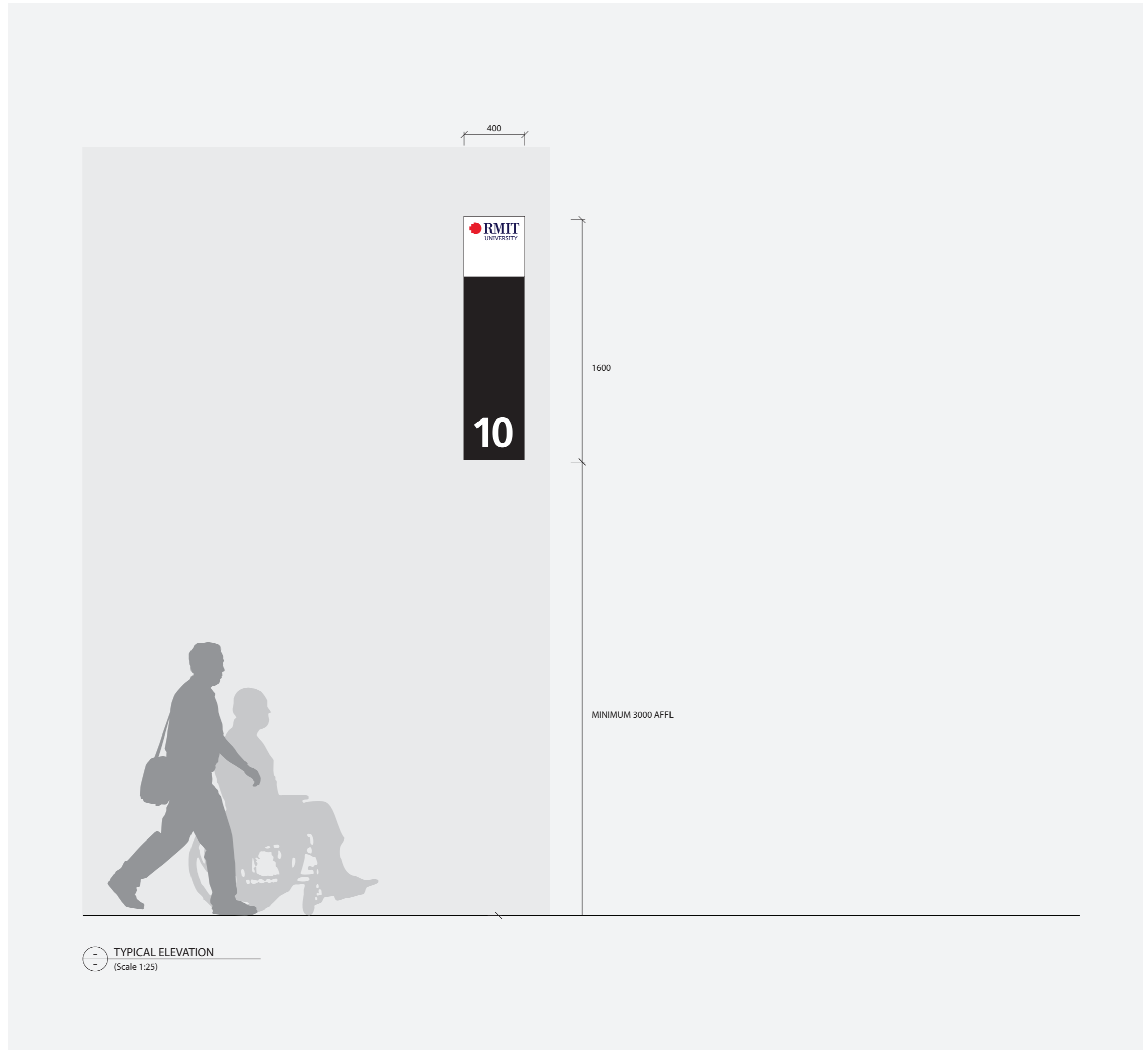
#### General Notes

Elevation is typical and indicative only.

Message is indicative only.

Facade mounted signs must comply with any specific council planning regulations.

Facade mounted sign must comply with relevant fire regulations and be non-combustible. Signage to be fabricated using Class 1 and Class 2 materials only.





**S.06**  
 Building Identification  
 Wall Mounted

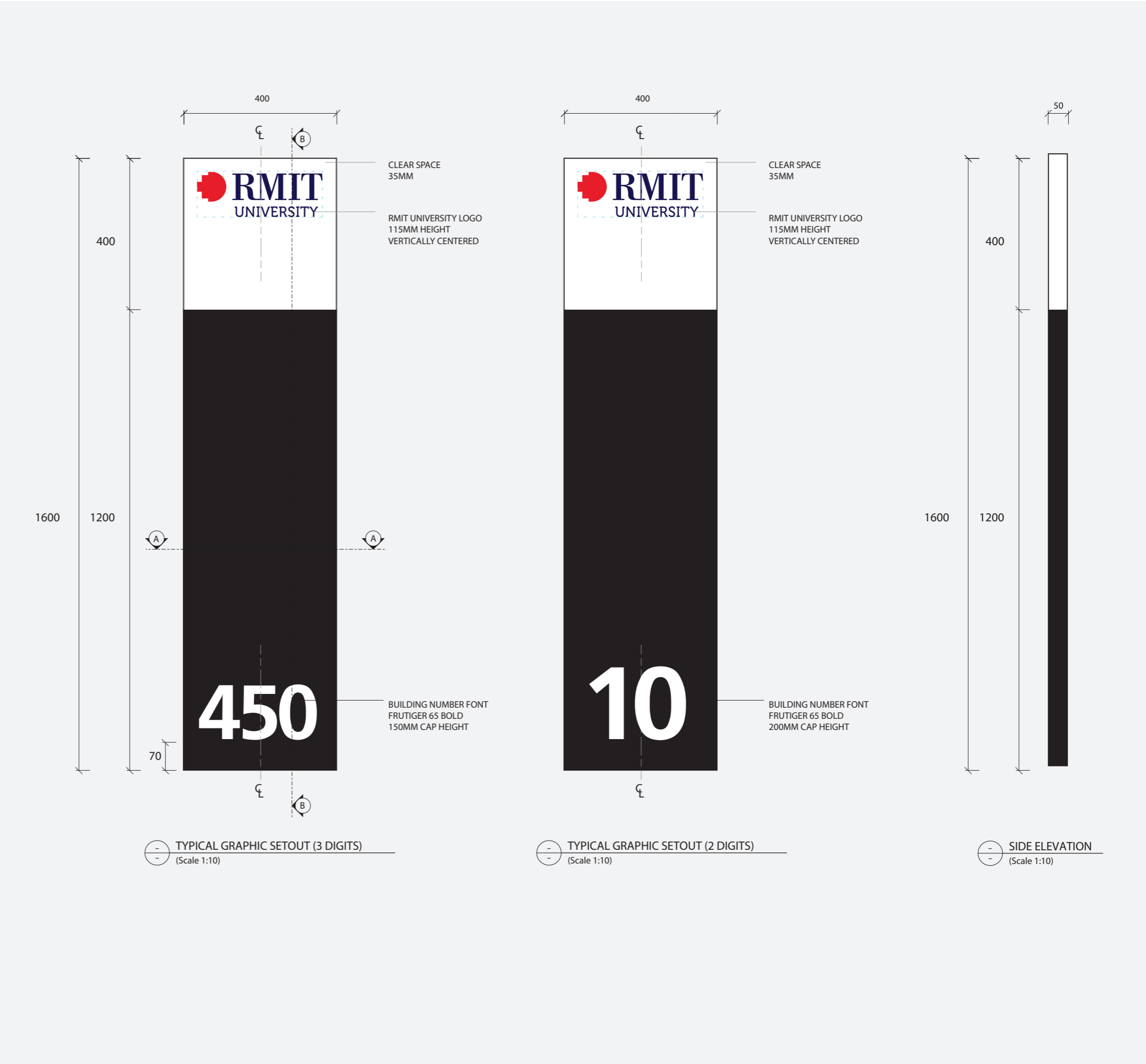
Typical Graphic Setout

**How to Locate**  
 Sign to be mounted to facade of building adjacent to building's main entry.

Sign to be positioned so it is clearly visible on approach to building, and placed in the best position with consideration to site specific conditions.

Sign to be mounted minimum 3000mm to the top of the sign and minimum 500m in from the edge of the building.

Message is indicative only



# S.06

## Building Identification

### Wall Mounted

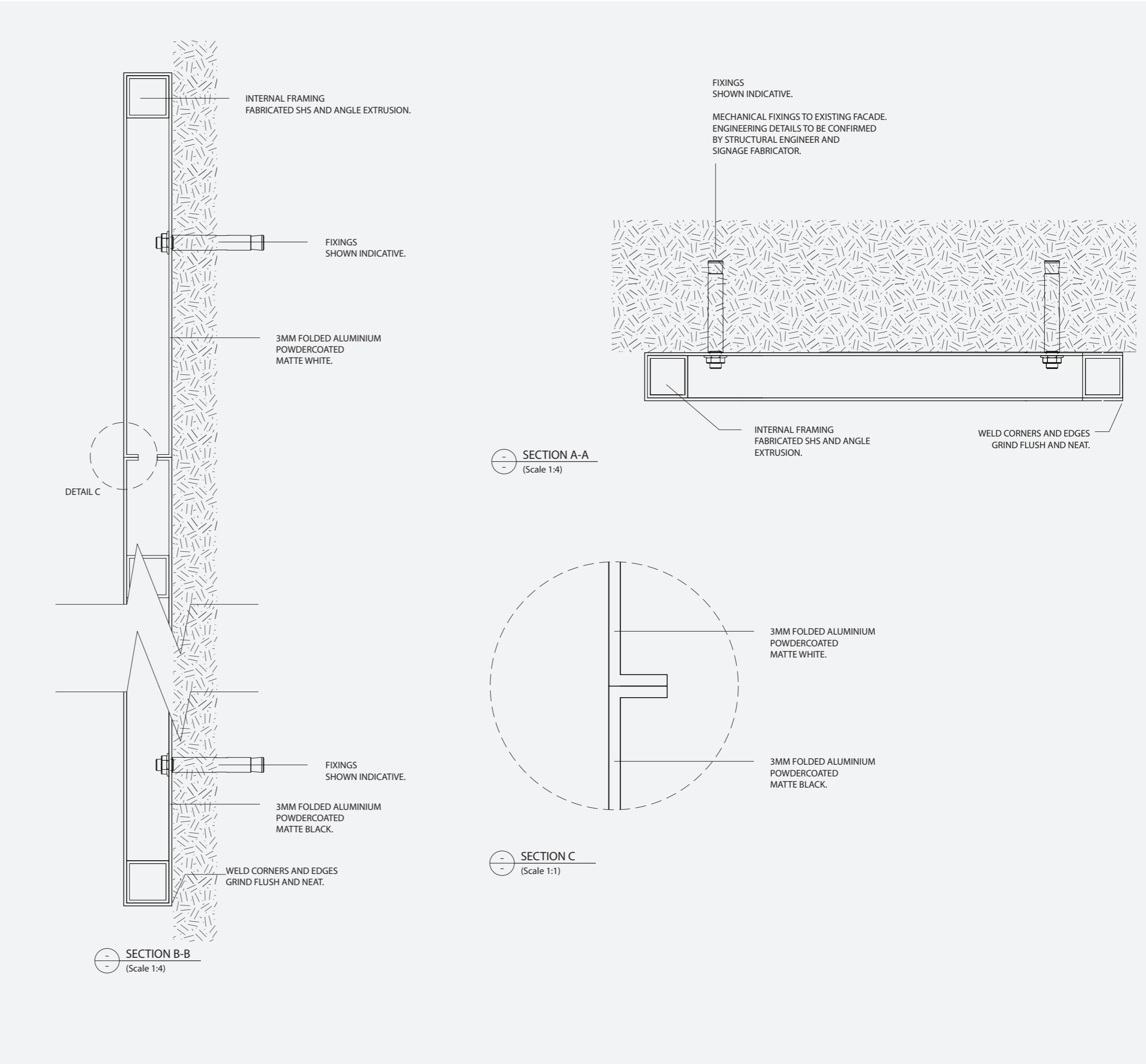
### Construction Detail

**Specification Details**  
 40mm deep fabricated sign form from 3mm folded powdercoated aluminium, with digitally printed 'RMIT University' logo and building number to match RMIT brand colours. Protective clear coat applied to sign form.

Fixed to facade with concealed fixings as required.

Signage must comply with relevant fire regulations and be non-combustible. Signage to be fabricated using Class 1 and Class 2 materials only.

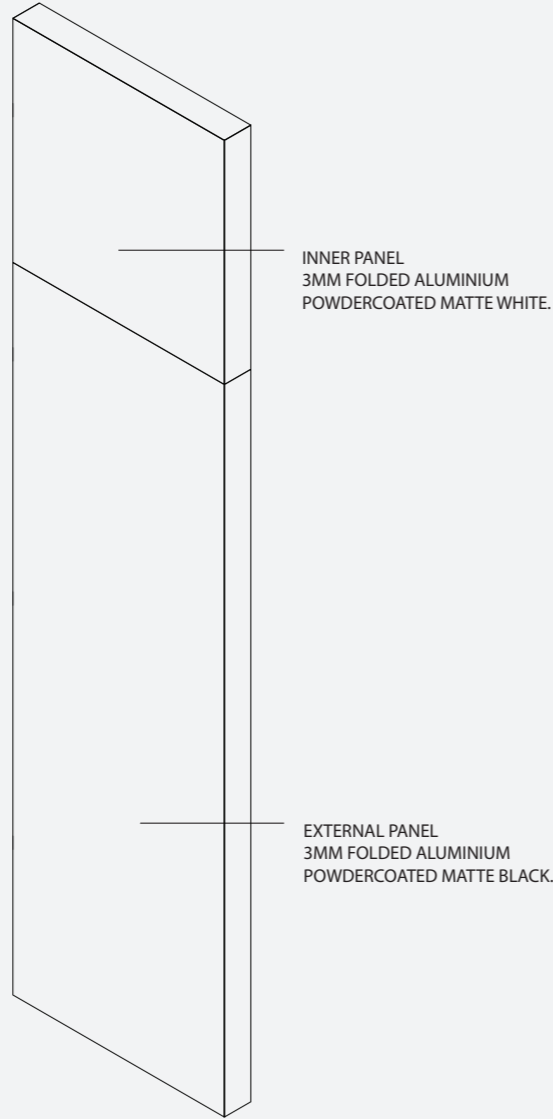
Details shown convey design intent only and are subject to engineering certification.



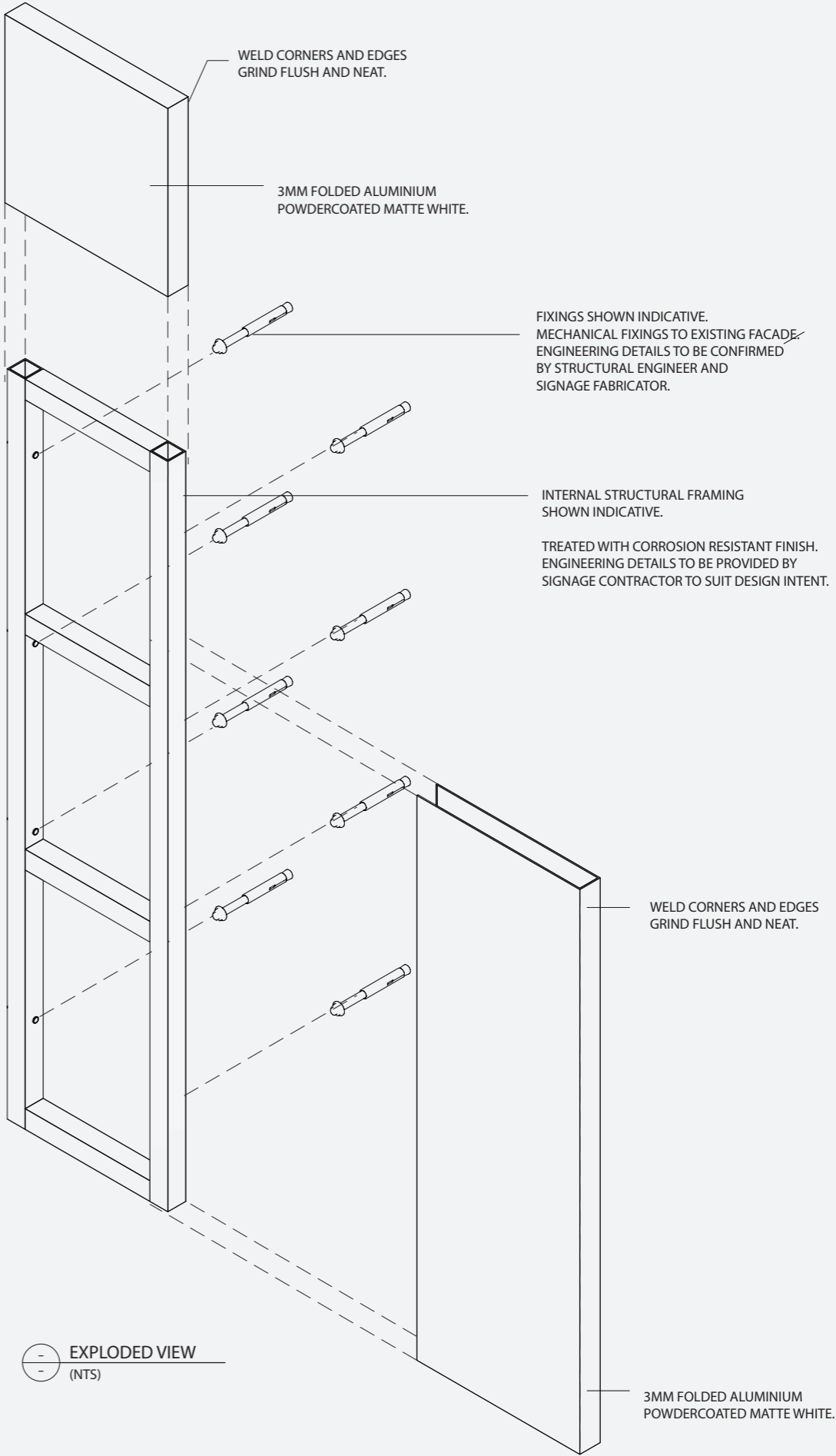
**S.06**  
 Building Identification  
 Wall Mounted

Construction Detail

Details shown convey design intent only and are subject to engineering certification.



ISOMETRIC  
 (NTS)



EXPLODED VIEW  
 (NTS)

**S.07**

Building Identification  
Awning Mounted



# S.07

## Building Identification

### Awning Mounted

#### Overview

##### Description

Awning mounted sign identifying building number and name at main entry of buildings.

##### Illumination

No

##### Digital

No

##### Data

No

##### Mounting Height

To suit location and conditions.  
Sign to be mounted centered to awning.

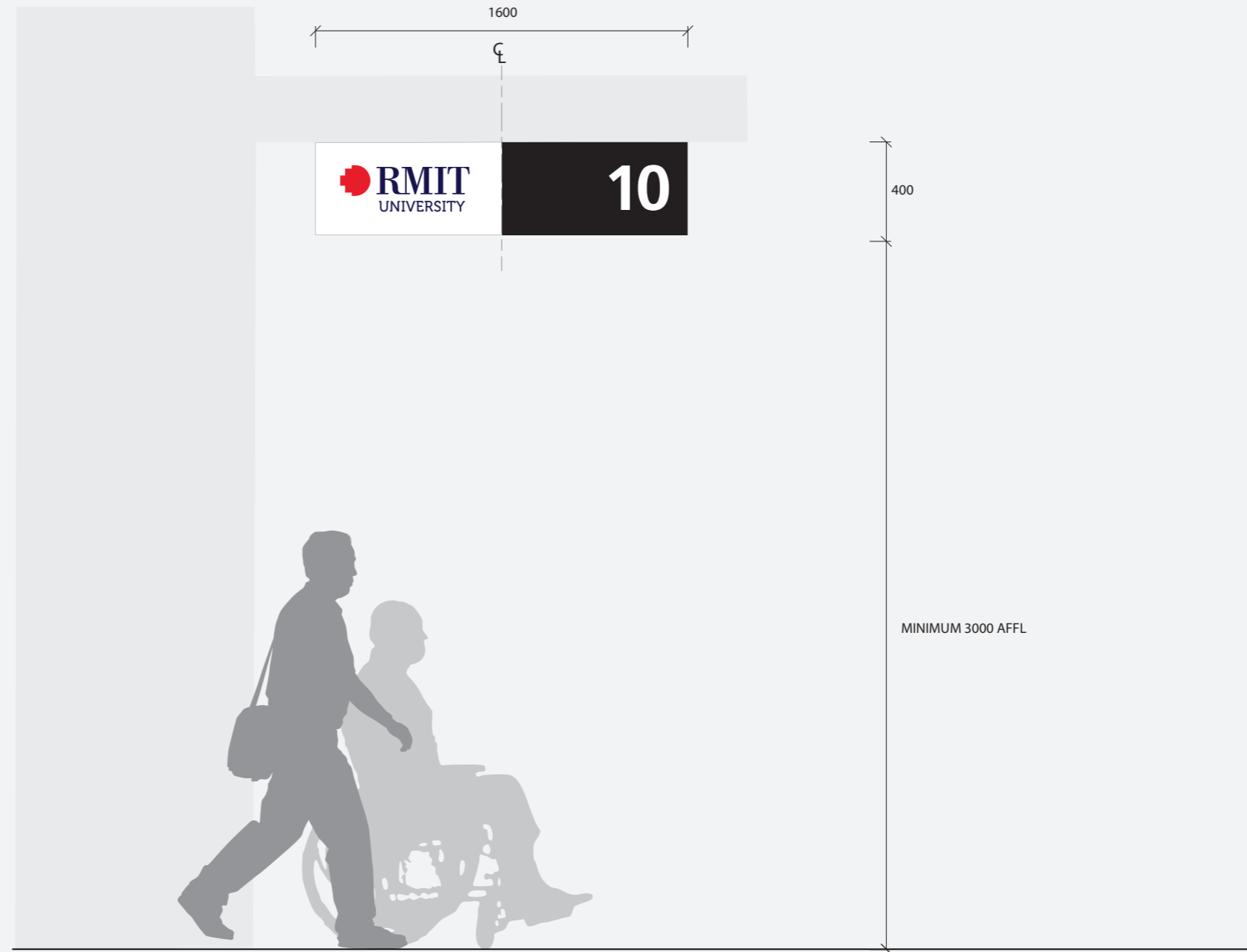
##### General Notes

Sign is double sided.

Elevation is a typical and indicative only.  
Message is indicative only.

Facade mounted signs must comply with any specific council planning regulations.

Facade mounted sign must comply with relevant fire regulations and be non-combustible. Signage to be fabricated using Class 1 and Class 2 materials only.



TYPICAL ELEVATION  
(Scale 1:25)

## S.07

### Building Identification Awning Mounted

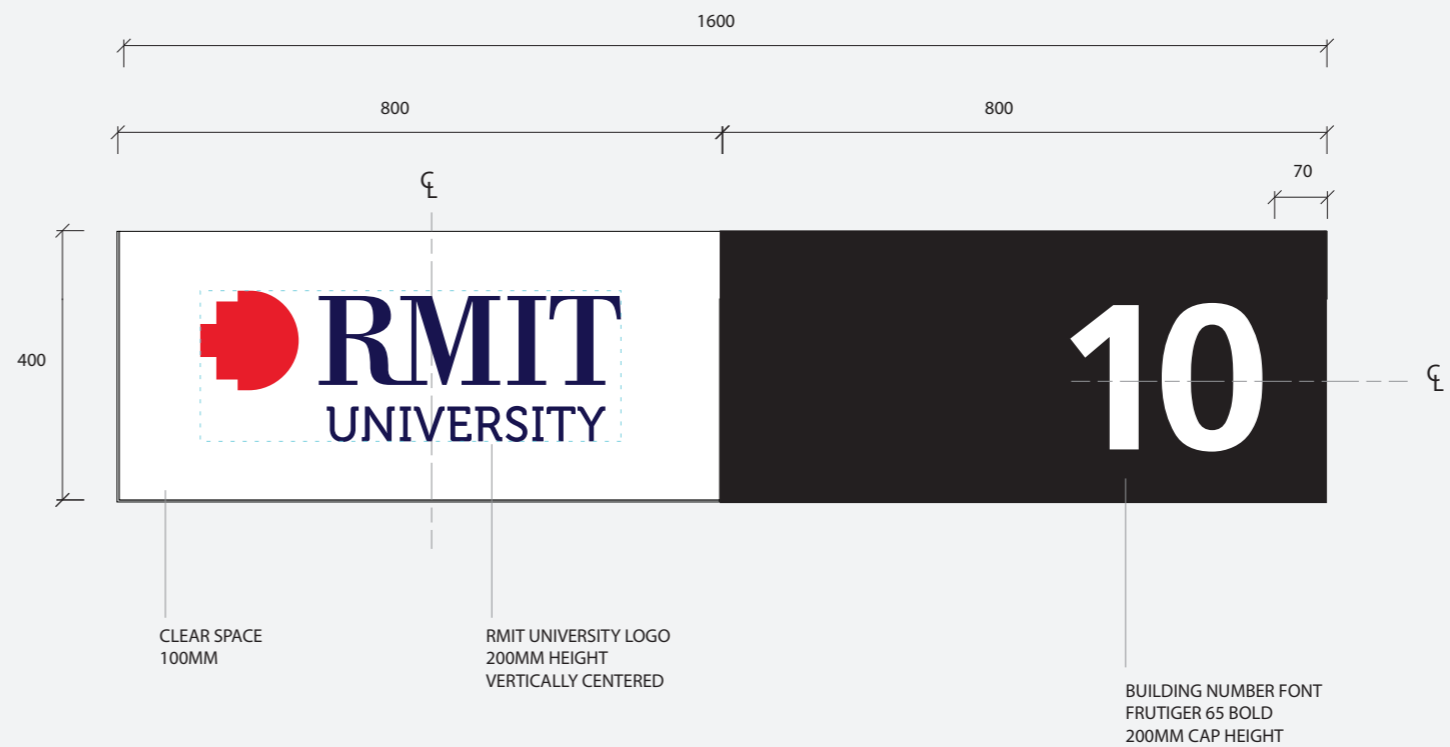
#### Placement Principles and Typical Graphic Setout

##### How to Locate

Sign to be mounted to underside of building awning, visible on approach.

Sign should be placed in the most suitable position with consideration to site specific conditions.

Message is indicative only



⊕ TYPICAL GRAPHIC SETOUT  
(Scale 1:10)

# S.07

## Building Identification

### Awning Mounted

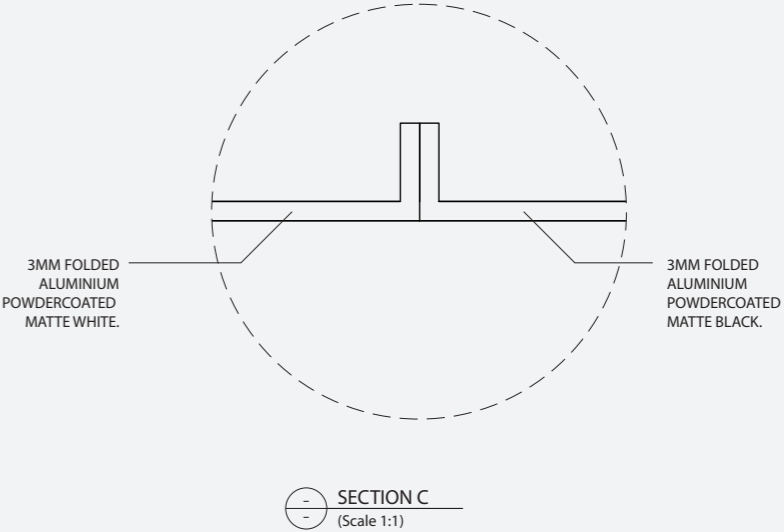
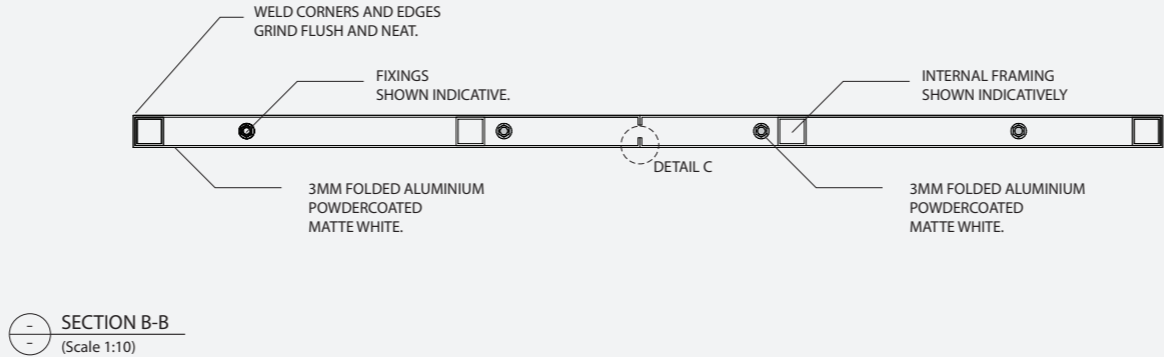
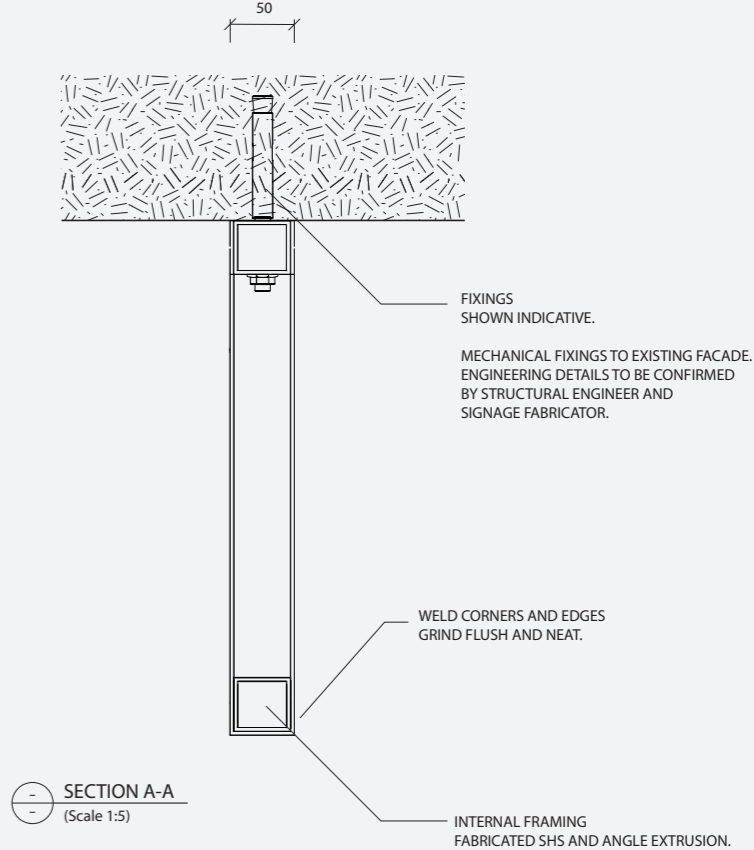
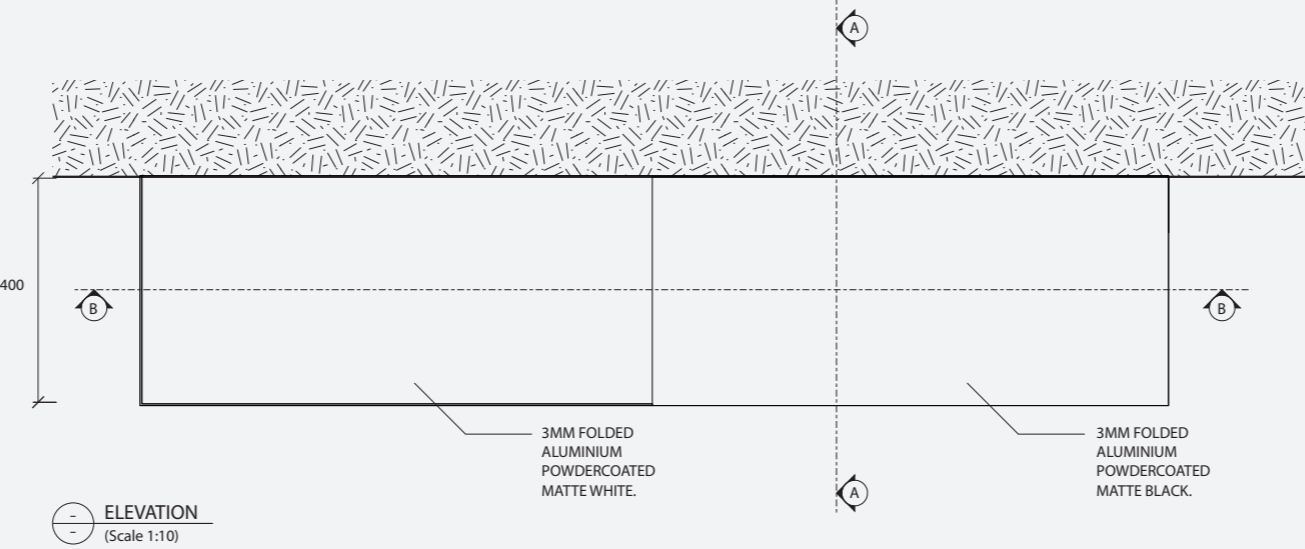
### Construction Detail

**Specification Details**  
 40mm deep fabricated sign form from 3mm folded powdercoated aluminium, with digitally printed 'RMIT University' logo and building number to match RMIT brand colours. Protective clear coat applied to sign form.

Sign mounted underside of awning with concealed fixings. Droppers may be used to suit awning height.

Signage must comply with relevant fire regulations and be non-combustible. Signage to be fabricated using Class 1 and Class 2 materials only.

Details shown convey design intent only and are subject to engineering certification.



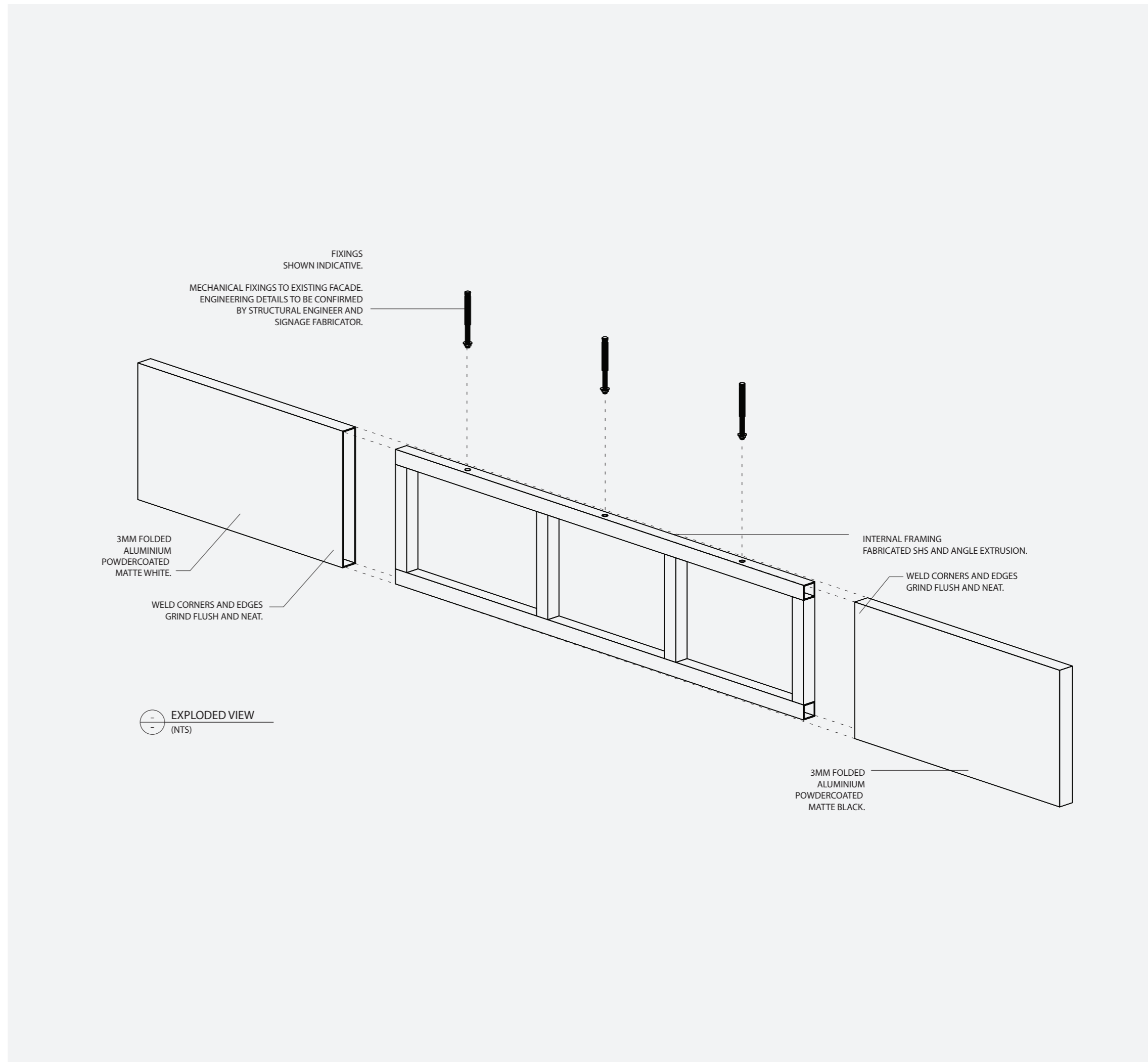
# S.07

## Building Identification

### Awning Mounted

#### Construction Detail

Details shown convey design intent only and are subject to engineering certification.





## S.08

# Heritage Building Identification

### Overview

#### Description

Facade mounted sign identifying building number at main entry of heritage buildings.

#### Illumination

No

#### Digital

No

#### Data

No

#### Mounting Height & Placement

To suit building facade and entry.

#### General Notes

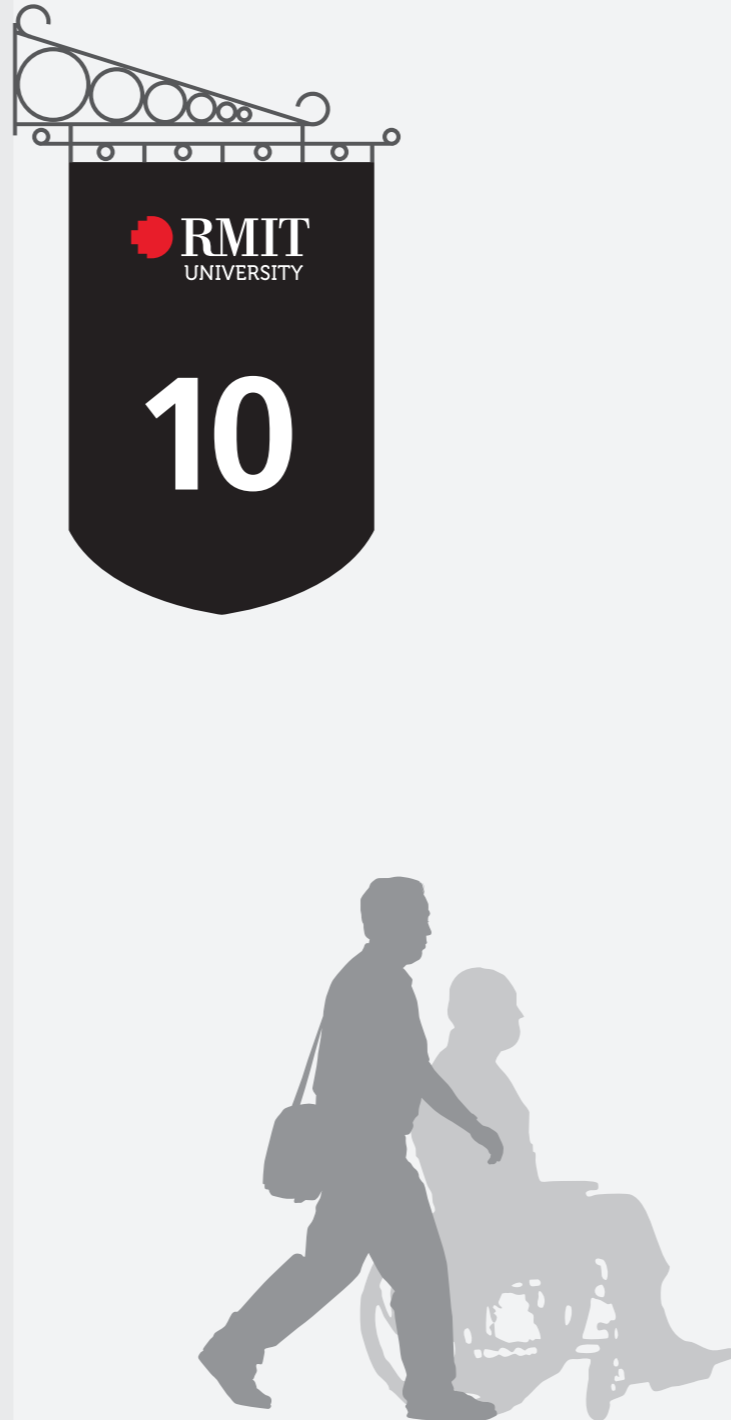
Elevation is typical and indicative only.


Message is indicative only.

Design and location of signage for heritage buildings may require approval from external authorities such as Heritage Victoria. Mounting bracket to be designed to suit heritage facade.

Facade mounted signs must comply with any specific council planning regulations.

Facade mounted sign must comply with relevant fire regulations and be non-combustible. Signage to be fabricated using Class 1 and Class 2 materials only.



 TYPICAL FRONT ELEVATION  
(Scale 1:25)

## S.08

### Heritage Building Identification

#### Typical Graphic Setout

##### Specification

Fabricated sign form from 3mm folded aluminum powdercoated in matte black.

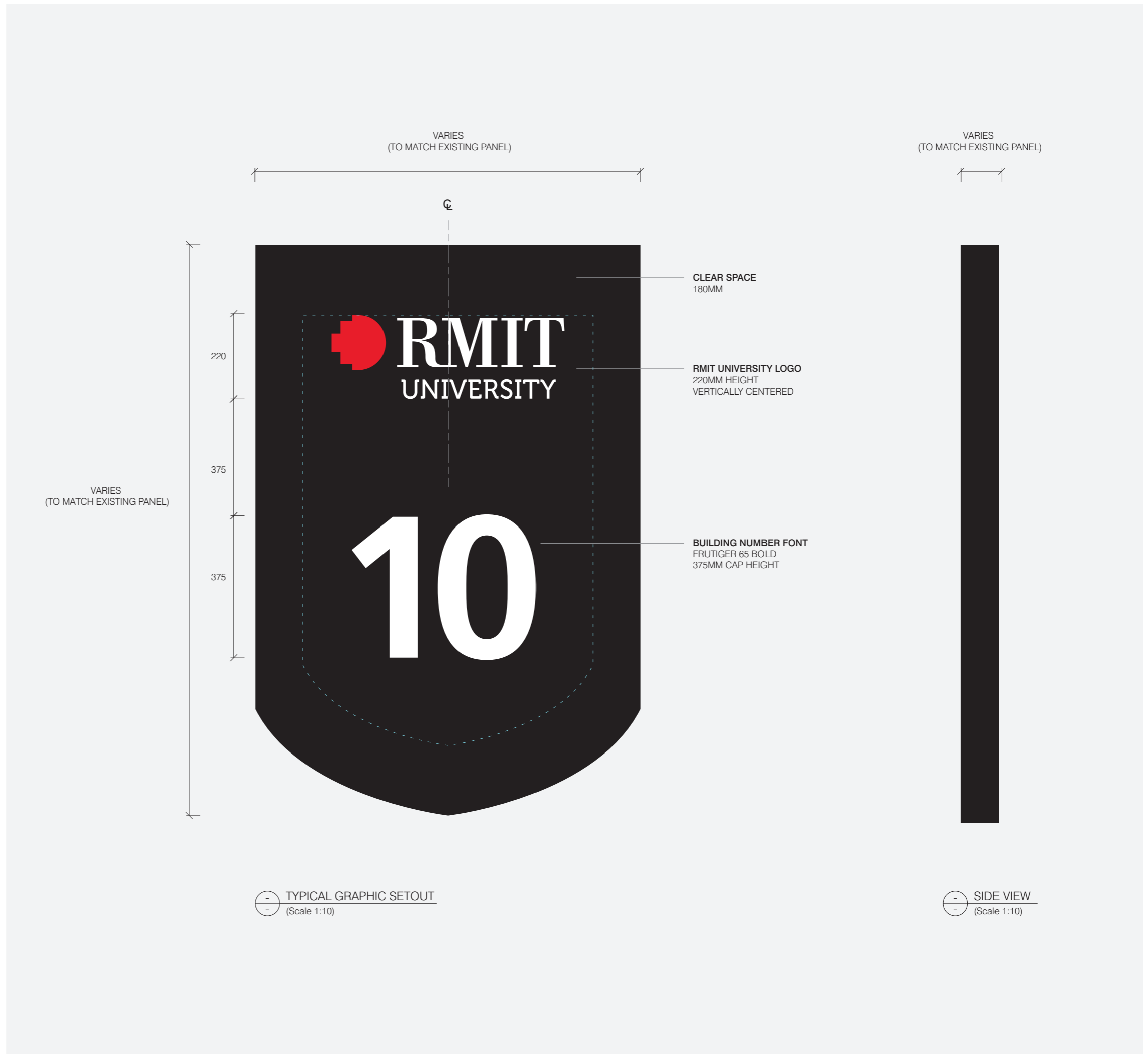
Digitally printed 'RMIT University' logo and building number to match RMIT brand colours. Protective clear coat applied to sign form.

Facade mounted signs must comply with any specific council planning regulations.

Facade mounted sign must comply with relevant fire regulations and be non-combustible. Signage to be fabricated using Class 1 and Class 2 materials only.

Sign is double sided.

Message is indicative only.



# S.09 / S.10

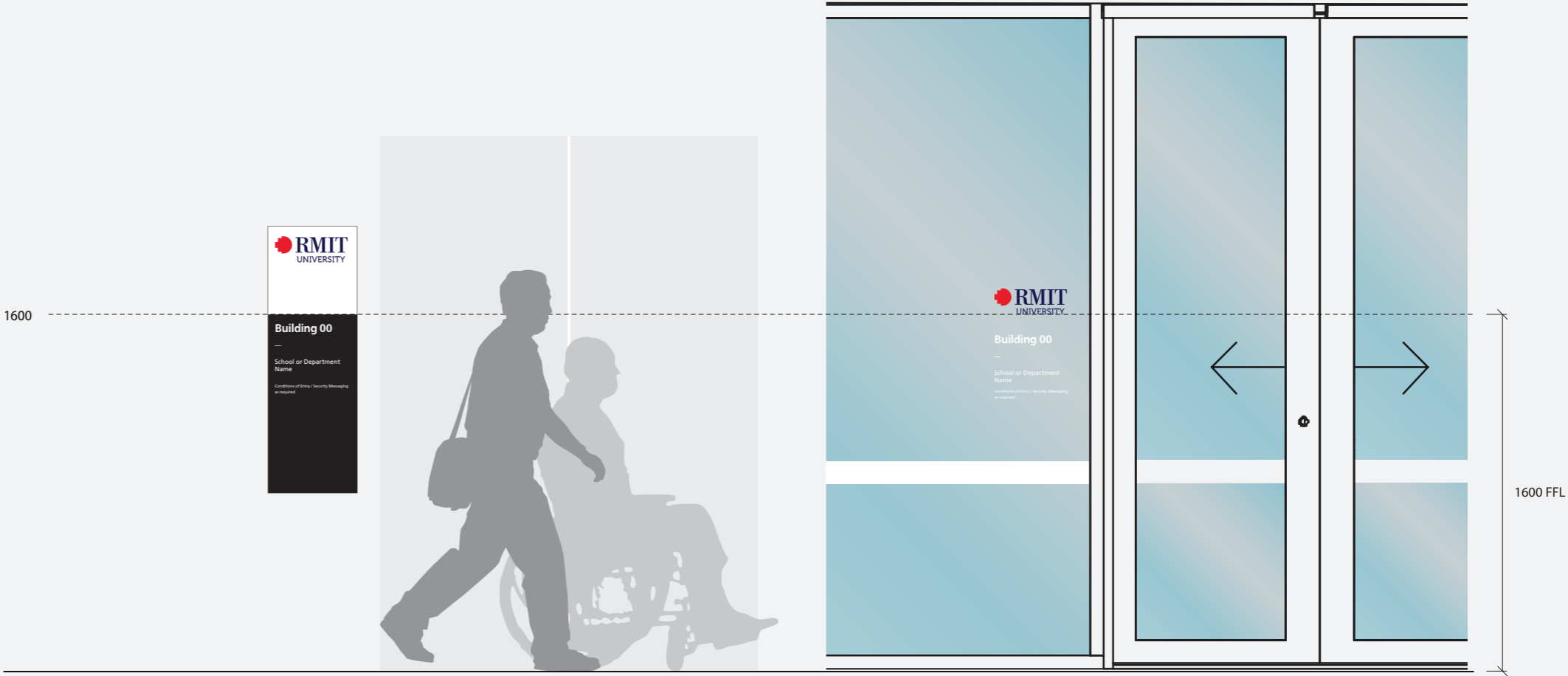
## Building Entry Signs

### Overview

**Description**  
The following is an overview of the Building Entry Identification sign type variations.

**Illumination**  
No

**Digital**                      **Data**  
No                                      No

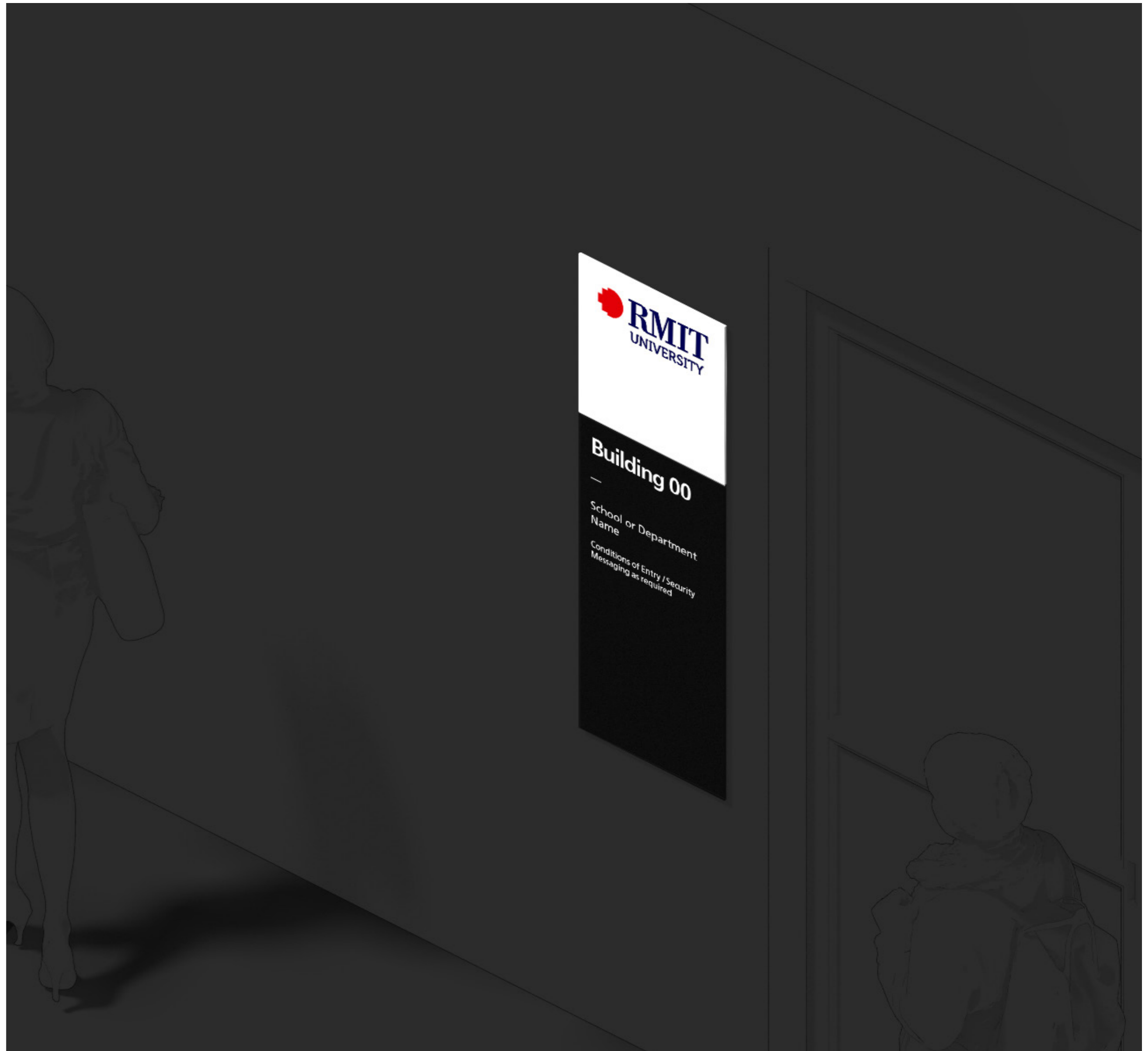


⊖ S.09 BUILDING ENTRY - WALL MOUNTED  
(Scale 1:25)

⊖ S.10 BUILDING ENTRY - GLAZING MOUNTED  
(Scale 1:25)

## S.09

Building Entry Sign  
Wall Mounted



# S.09

## Building Entry Sign Wall Mounted

### Overview

#### Description

Wall mounted sign to identify main building entries. Includes RMIT branding, building number or street address, school or department name(s) and conditions of entry / security information as required.

#### Illumination

No

#### Digital

No

#### Data

No

#### Mounting Height & Placement

1,600mm to bottom edge of RMIT University logo panel.  
Ensure 100mm clear space to all edges of sign.

#### How to Locate

##### – Externally

Sign to be applied to wall on latch side of entry.

##### – Internally

Sign to be used at thresholds between buildings that are joined via bridges or corridors.

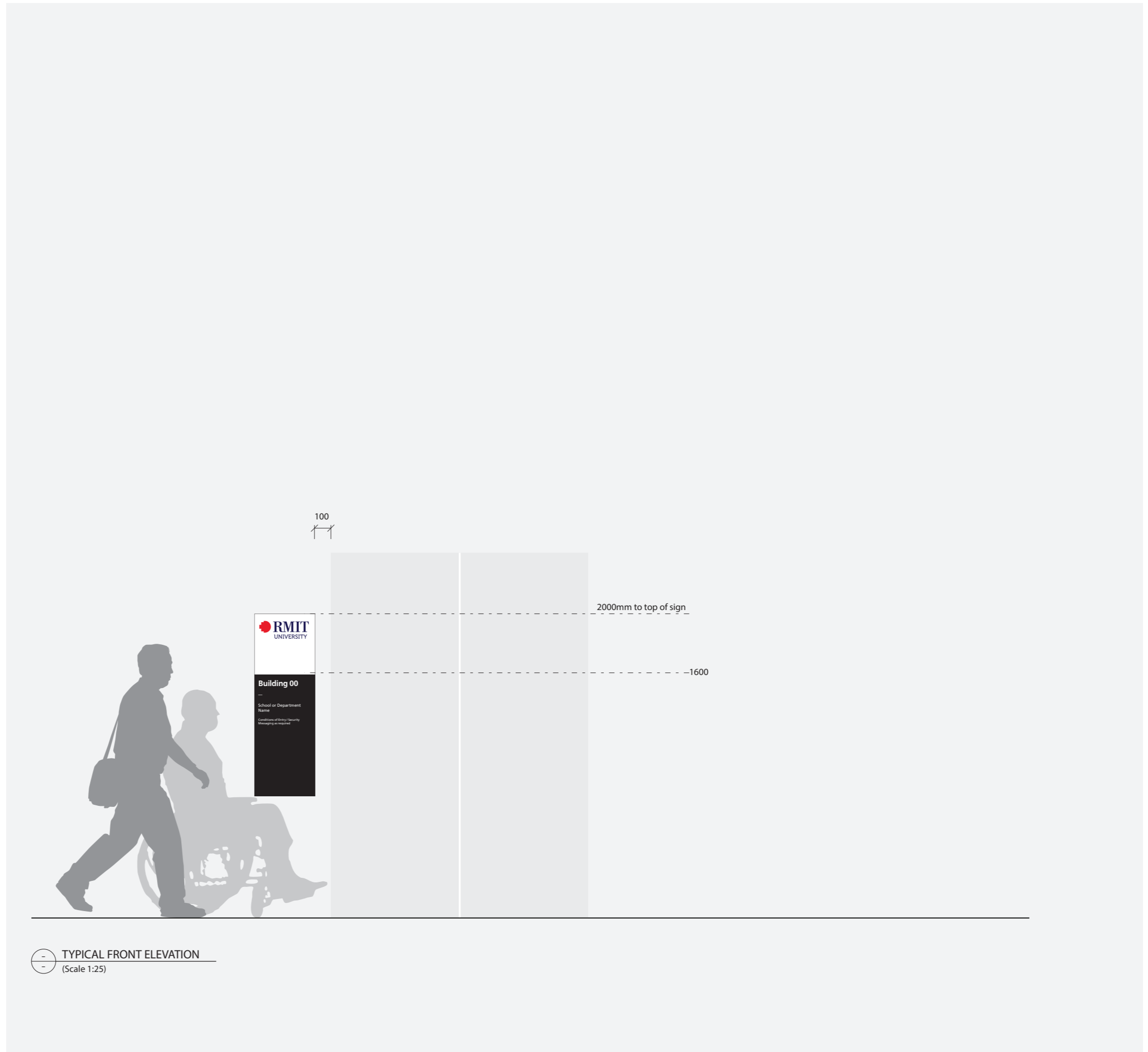
#### General Notes

Elevation is typical and indicative only.

Message is indicative only.

Facade mounted signs must comply with any specific council planning regulations.

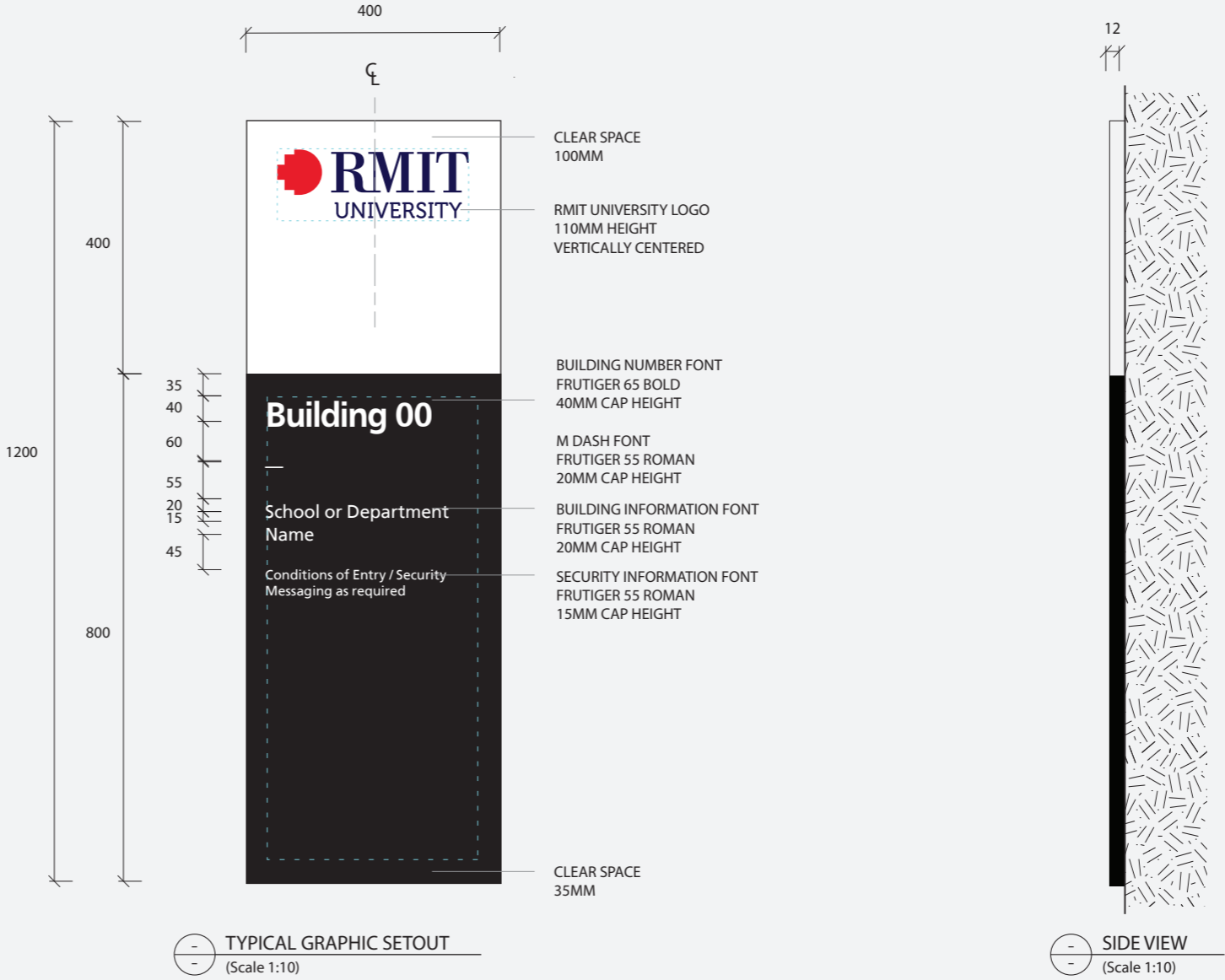
Facade mounted sign must comply with relevant fire regulations and be non-combustible. Signage to be fabricated using Class 1 and Class 2 materials only.



**S.09**  
 Building Entry Sign  
 Wall Mounted

Typical Graphic Setout

**Specification Details**  
 6mm matte white acrylic panel with 'RMIT University' logo from profile cut vinyl to match RMIT brand colours applied to panel.  
 6mm matte black acrylic panel with profile cut vinyl graphics in matte white.  
 Both panels mounted direct to wall using VHB tape.  
 Signage must comply with relevant fire regulations and be non-combustible. Signage to be fabricated using Class 1 and Class 2 materials only.  
 Message is indicative only.



# S.10

## Building Entry Sign Glazing Mounted

### Overview

#### Description

Glazing mounted sign to identify main building entries. Includes RMIT branding, building number or street address, school or department name(s) and conditions of entry / security information as required.

#### Illumination

No

#### Digital

No

#### Data

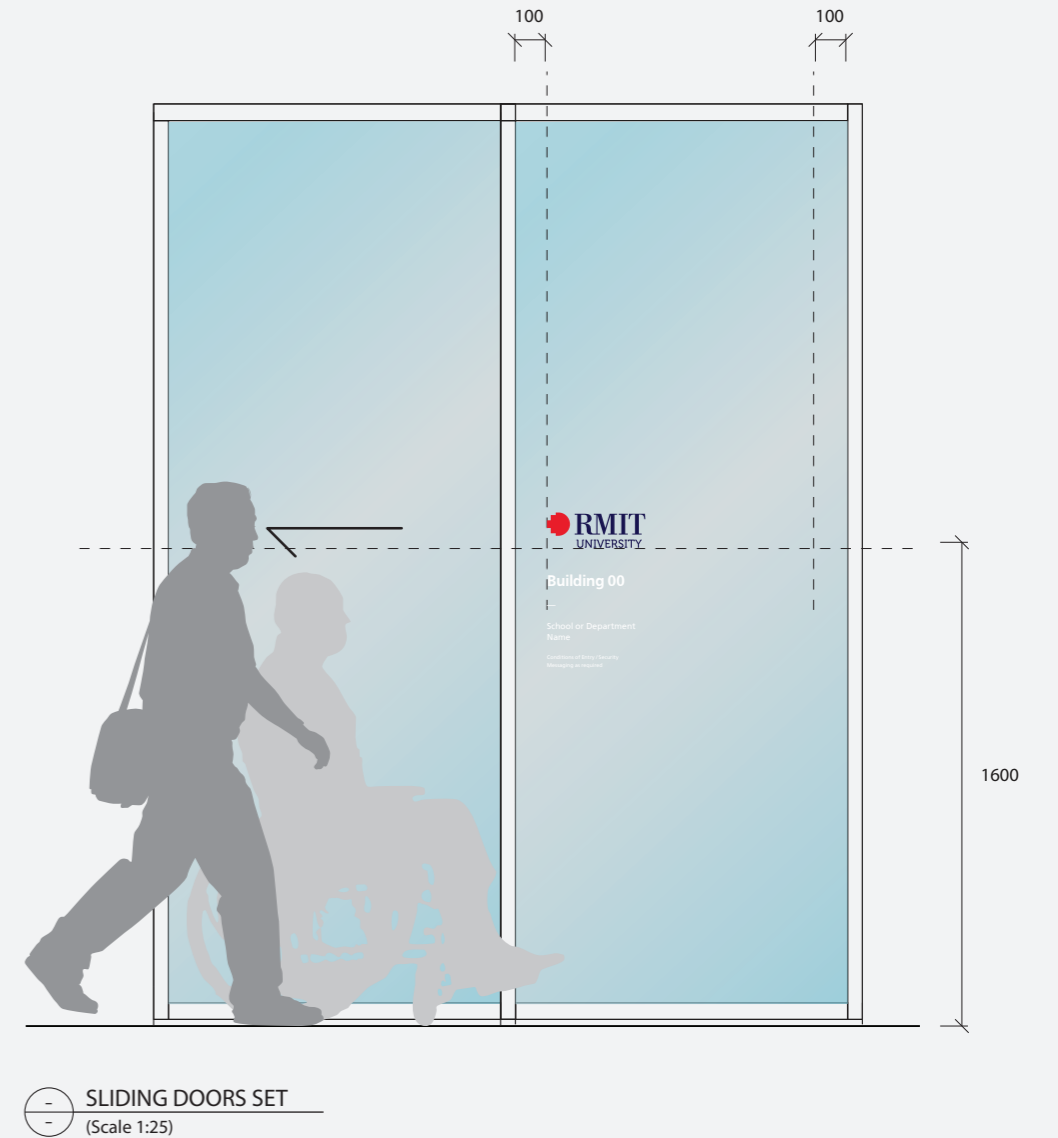
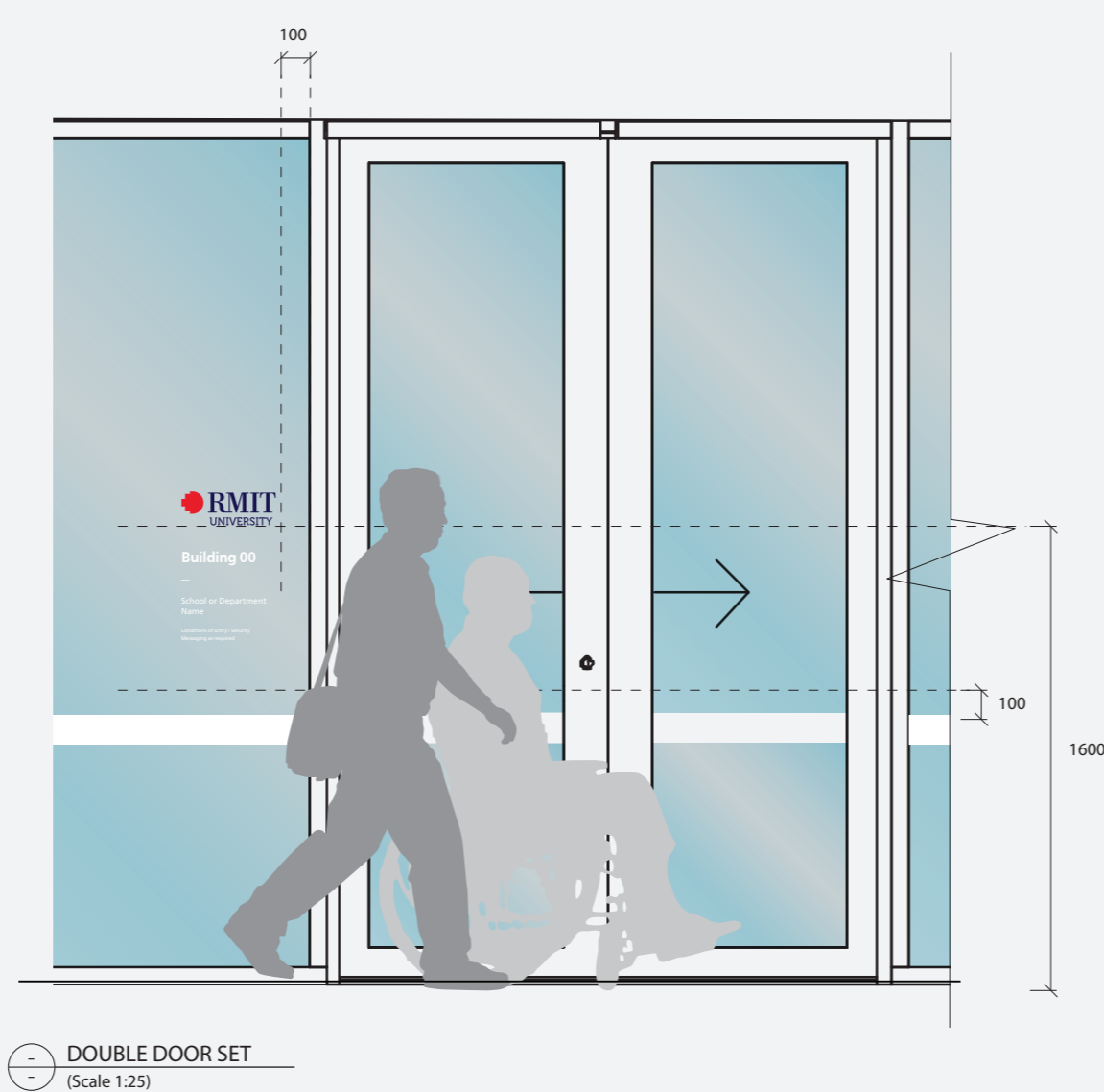
No

#### Mounting Height & Placement

1600mm to bottom edge of RMIT University logo.  
Ensure 100mm clear space to all edges of sign.

#### General Notes

Elevation is typical and indicative only.  
Message is indicative only.



# S.10

## Building Entry Sign

### Glazing Mounted

### Placement, Typical Graphic Setout and Specification

**How to Locate**  
 Sign to be located on fixed glazing panel adjacent to main entry door. Sign to remain visible when doors are open. When used on sliding doors, mount sign to outside face of adjacent fixed panel and ensure sign is not obstructed when door slides open.

Ensure 100mm clear space around all edges of sign.

**Specification Details**  
**- RMIT Brand**  
 'RMIT University' logo profile cut graphics to match RMIT brand colours applied to internal face of glazing.

**- Building Number & Information**  
 Profile cut graphics in white applied to internal face of glazing.

If glazing is tinted or mirrored such that it effects the legibility of the sign when mounted to the inside face, apply sign to the outside face.

Sign colour palette may be inverted to achieve 30% contrast with background. On site testing may be required to determine most suitable colour.

**General Notes**  
 When building name/sign size exceeds 350mm width, refer to graphic setout for 'Building Name - Long'.

Message is indicative only.

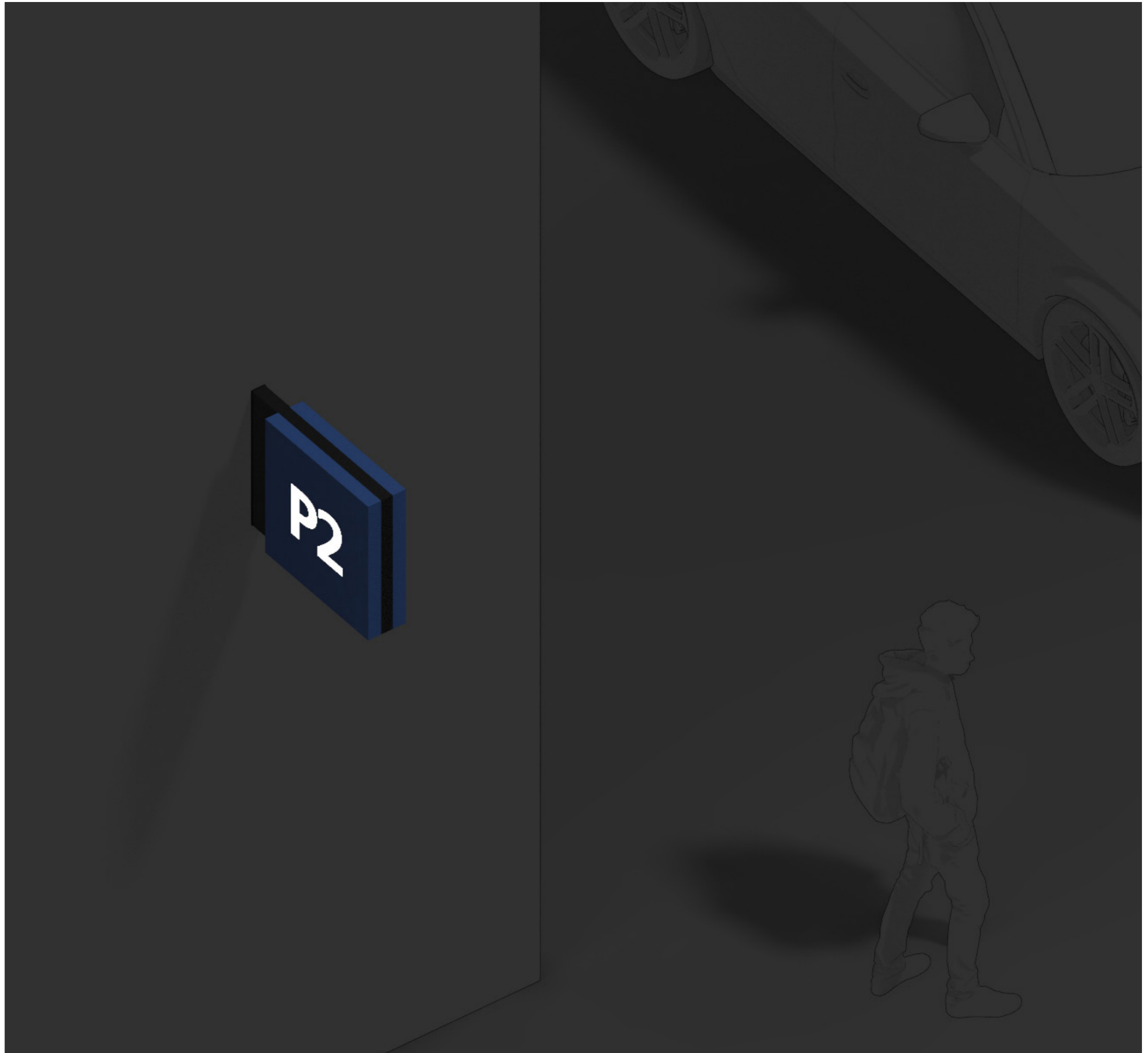




# Car Park and Vehicular Directional Signs

**S.11**

Car Park Identification  
Projected



# S.11

## Car Park Identification Projected

### Overview

#### Description

Facade mounted sign to identify RMIT car parks.

#### Illumination

No

#### Digital

No

#### Data

No

#### General Notes

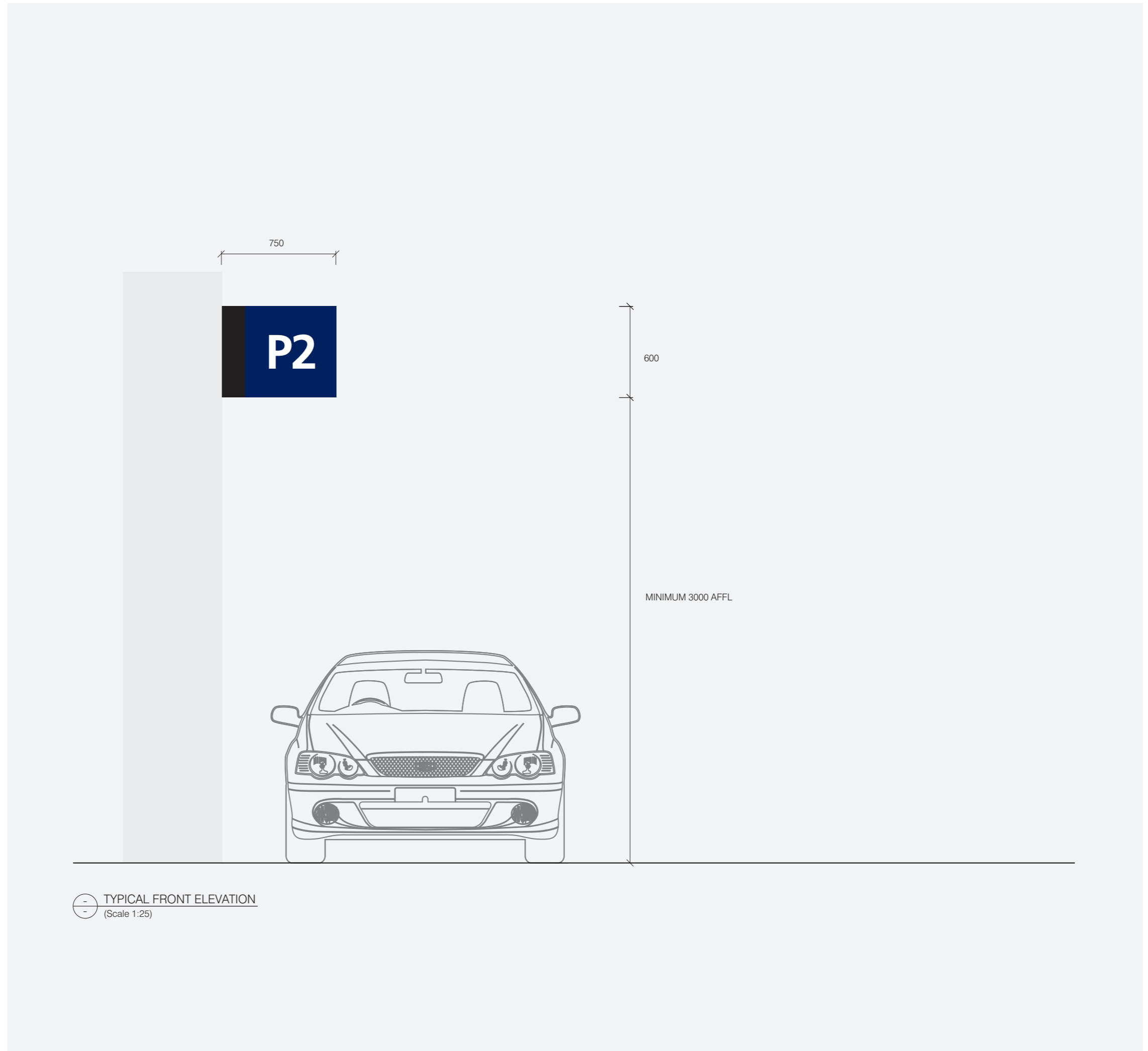
Sign is double sided.

Elevation is typical and indicative only.

Message is indicative only.

Facade mounted signs must comply with any specific council planning regulations.

Facade mounted sign must comply with relevant fire regulations and be non-combustible. Signage to be fabricated using Class 1 and Class 2 materials only.



⊖ TYPICAL FRONT ELEVATION  
⊖ (Scale 1:25)

# S.11

## Car Park Identification Projected

### Placement Principles and Typical Graphic Setout

#### How to Locate

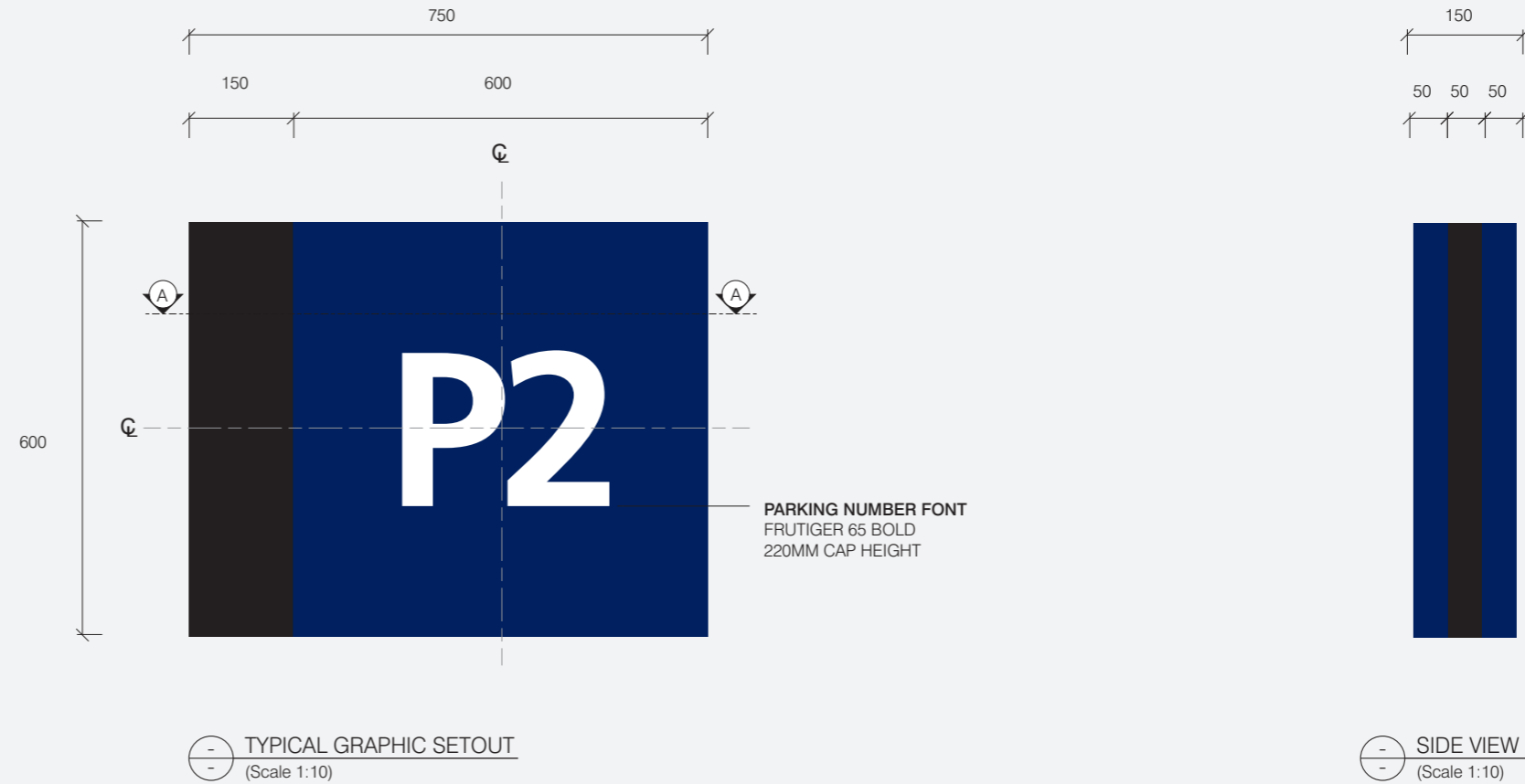
Sign to be located on multi-level car park facade at high level.

Sign to be visible on primary approach to car park from long distances. Sign to be wall mounted or projected according to direction of approach.

Sign should be placed in the most suitable position with consideration to site specific conditions.

Ensure sightlines aren't obstructed by buildings or landscaping, or effected by environmental factors such as glare.

Message is indicative only.



# S.11

## Car Park Identification Projected

### Construction Detail

#### Specification Details

150mm deep fabricated sign form from 3mm folded powdercoated aluminium. Finish to be black and blue (to match PMS 2757). Graphics digitally printed with protective clear coat over sign form.

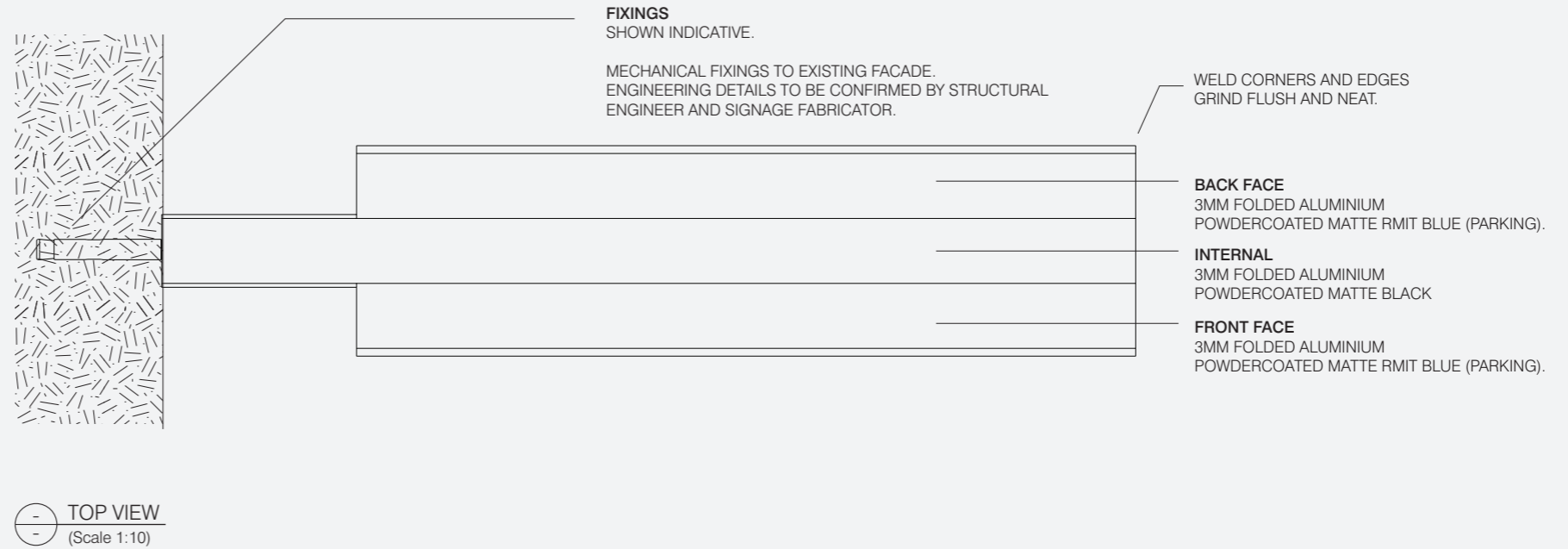
No visible panel joins or fixings to sign faces.

Sign to be pin fixed to facade with concealed fixings as required.

If projected, sign is double sided.

Signage must comply with relevant fire regulations and be non-combustible. Signage to be fabricated using Class 1 and Class 2 materials only.

Details shown convey design intent only and are subject to engineering certification.

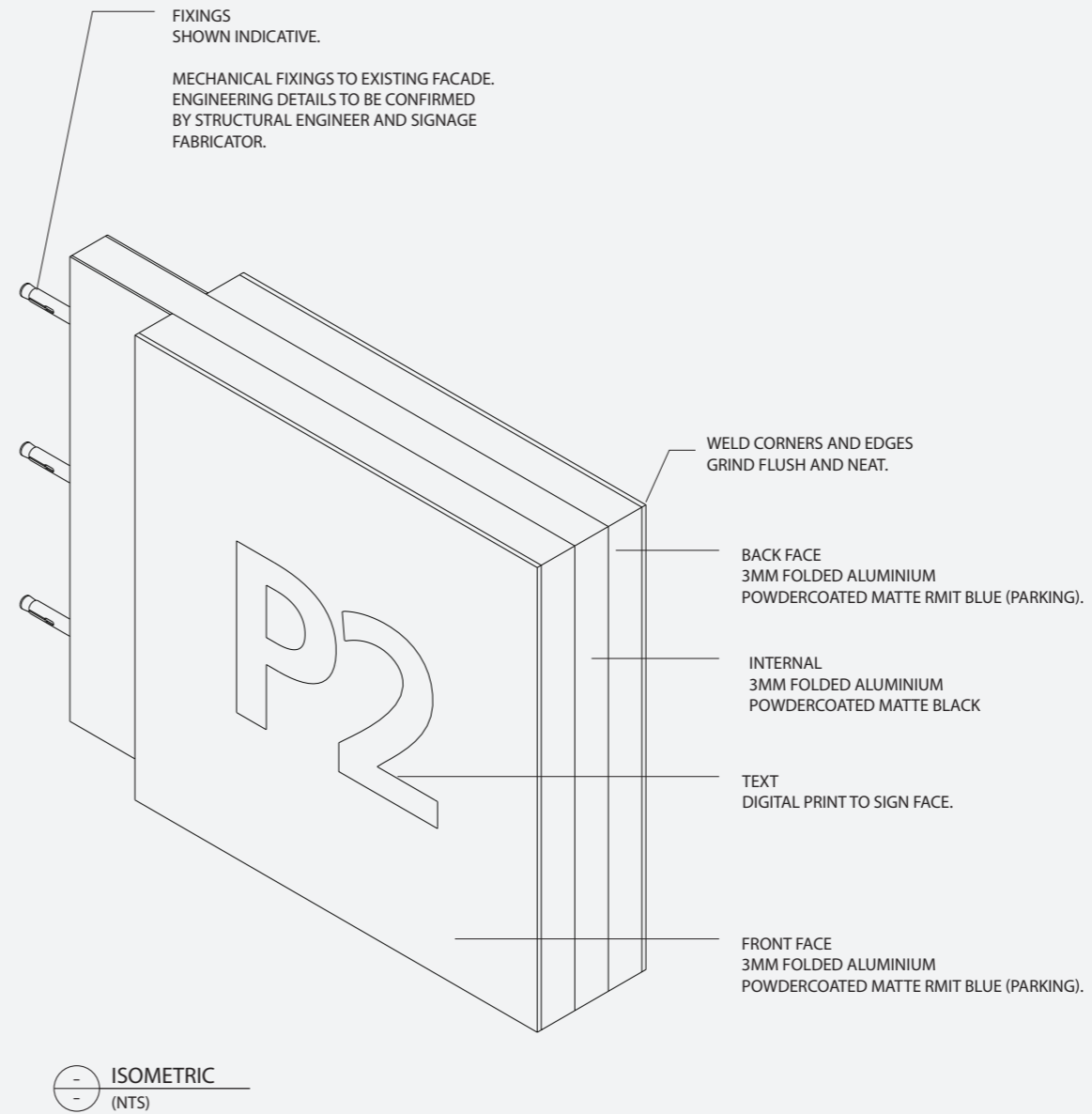


# S.11

## Car Park Identification Projected

### Construction Detail

Details shown convey design intent only and are subject to engineering certification.



## S.12

### Car Park Identification Free-standing Totem



# S.12

## Car Park Identification

### Free-standing Totem

### Overview

**Description**  
Free-standing totem to identify RMIT car parks. Provides conditions of entry if required.

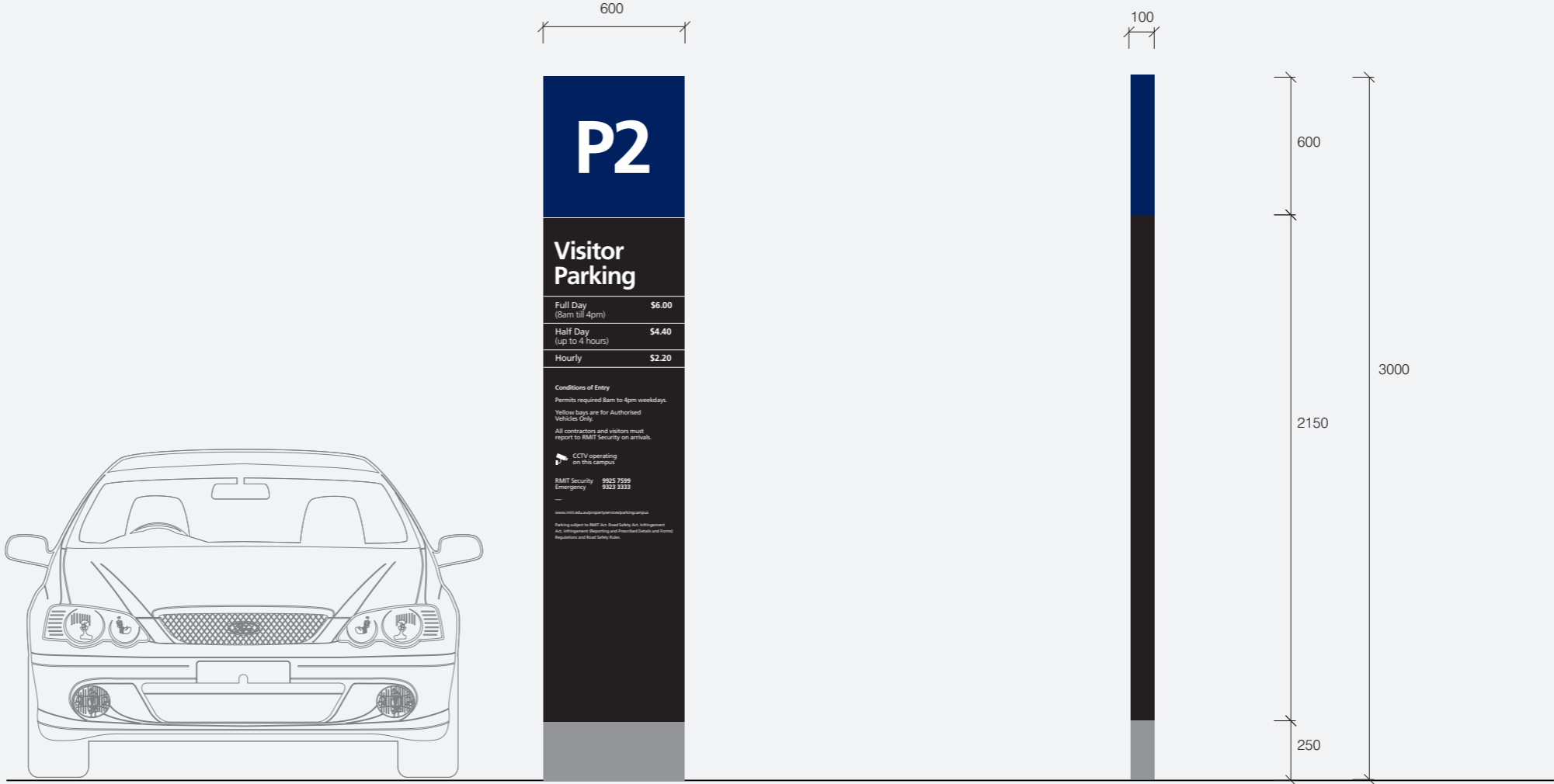
**Illumination**  
No

**Digital**                      **Data**  
No                                      No

**General Notes**  
Sign is typically single sided, however message can be repeated on both faces if sign is read from both directions.

Elevation is typical and indicative only.

Message is indicative only.



⊖ TYPICAL FRONT ELEVATION  
⊖ (Scale 1:25)

⊖ SIDE ELEVATION  
⊖ (Scale 1:25)



# S.12

## Car Park Identification

### Free-standing Totem

### Placement Principles and Typical Graphic Setout

**How to Locate Overview**  
Sign to be located at primary entrances to external and multi-level car parks.

Sign to be located within sightline of primary vehicular approach.

Sign should be placed in the most suitable position with consideration to site specific conditions.

Placement should give consideration to the safety of pedestrians. Ensure sign does not create a safety hazard by obstructing views to pedestrian routes or crossings.

Placement of signs adjacent roads must follow VicRoads planning guidelines.

Ensure sightlines aren't obstructed by buildings or landscaping, or effected by environmental factors such as glare.

Message is indicative only.



# S.12

## Car Park Identification Free-standing Totem

### Construction Detail

#### Specification Details

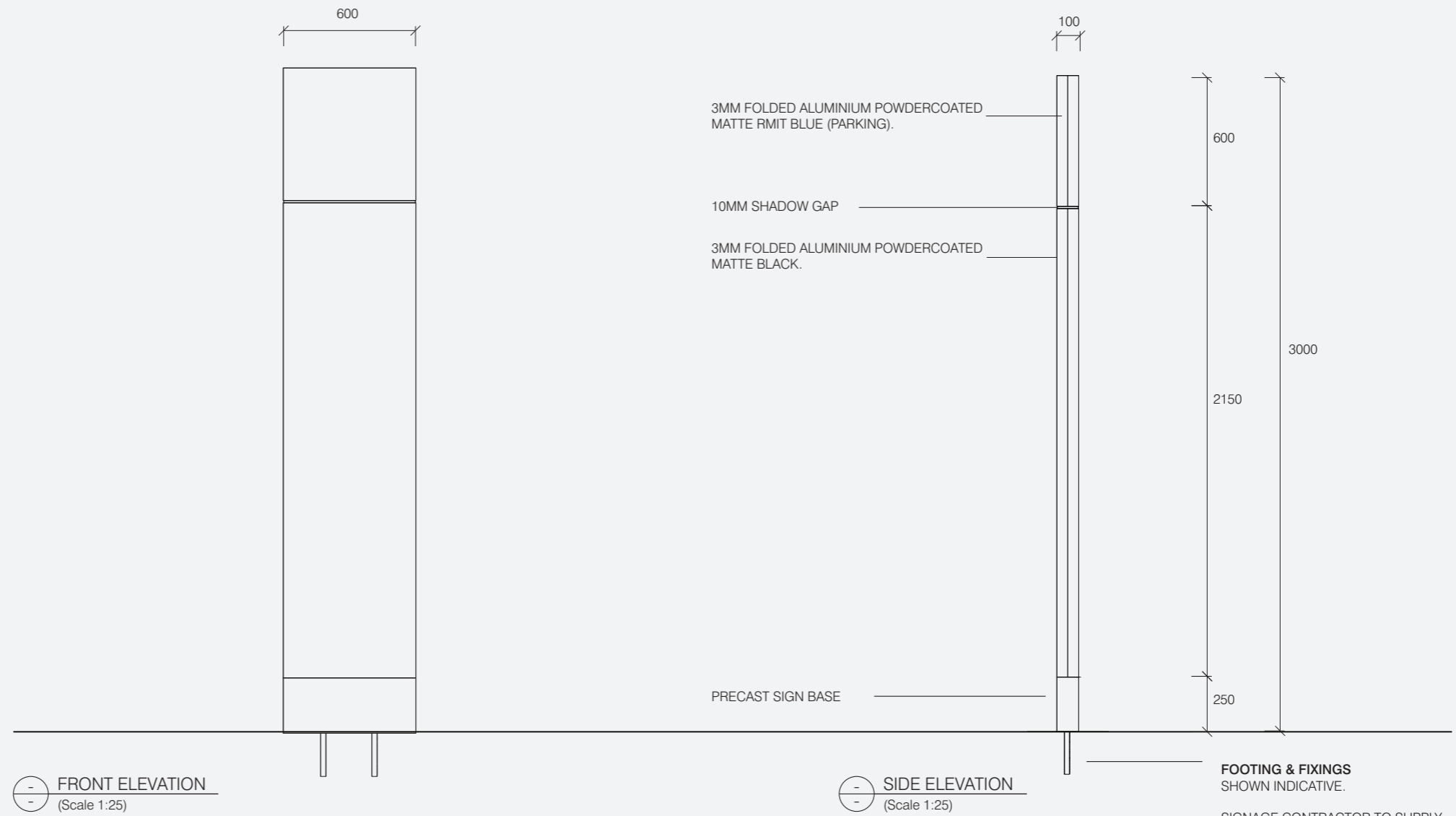
100mm deep fabricated sign form from 3mm folded aluminium powdercoated in matte black and RMIT blue (to match PMS 2757), with profile cut retro-reflective graphics applied to front and back face with protective clear coat.

Fabricated sign form fixed to concrete based with concealed fixings as required. All footings and fixings to be concealed below ground. Sign to be frangible at base when located adjacent a road.

Signage contractor to supply engineering footing details.

Sign is double sided.

Details shown convey design intent only and are subject to engineering certification.



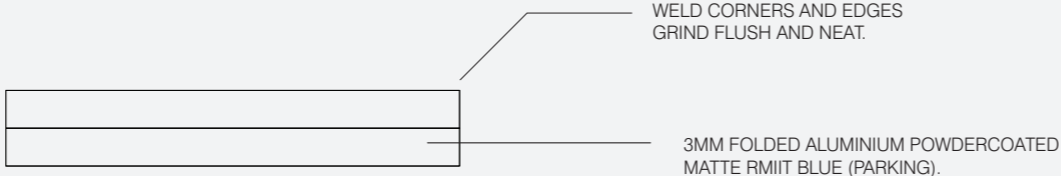
# S.12

## Car Park Identification

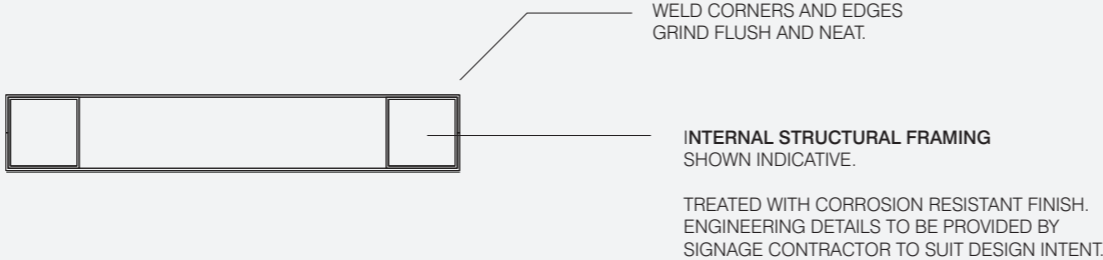
### Free-standing Totem

### Construction Detail

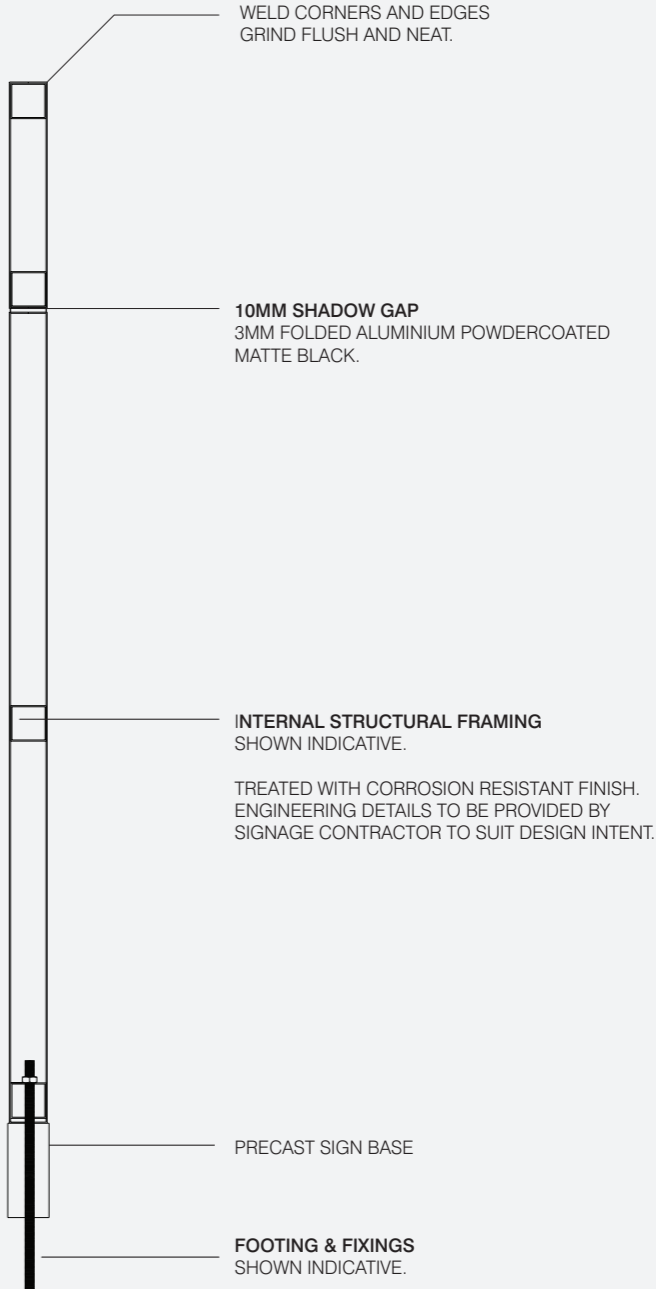
Details shown convey design intent only and are subject to engineering certification.



TOP VIEW  
(Scale 1:10)



SECTION A  
(Scale 1:10)



SECTION B  
(Scale 1:20)

SIGNAGE CONTRACTOR TO SUPPLY  
ENGINEER FOOTING DETAILS.  
ALL FOOTINGS AND FIXINGS TO BE  
CONCEALED BELOW GROUND.

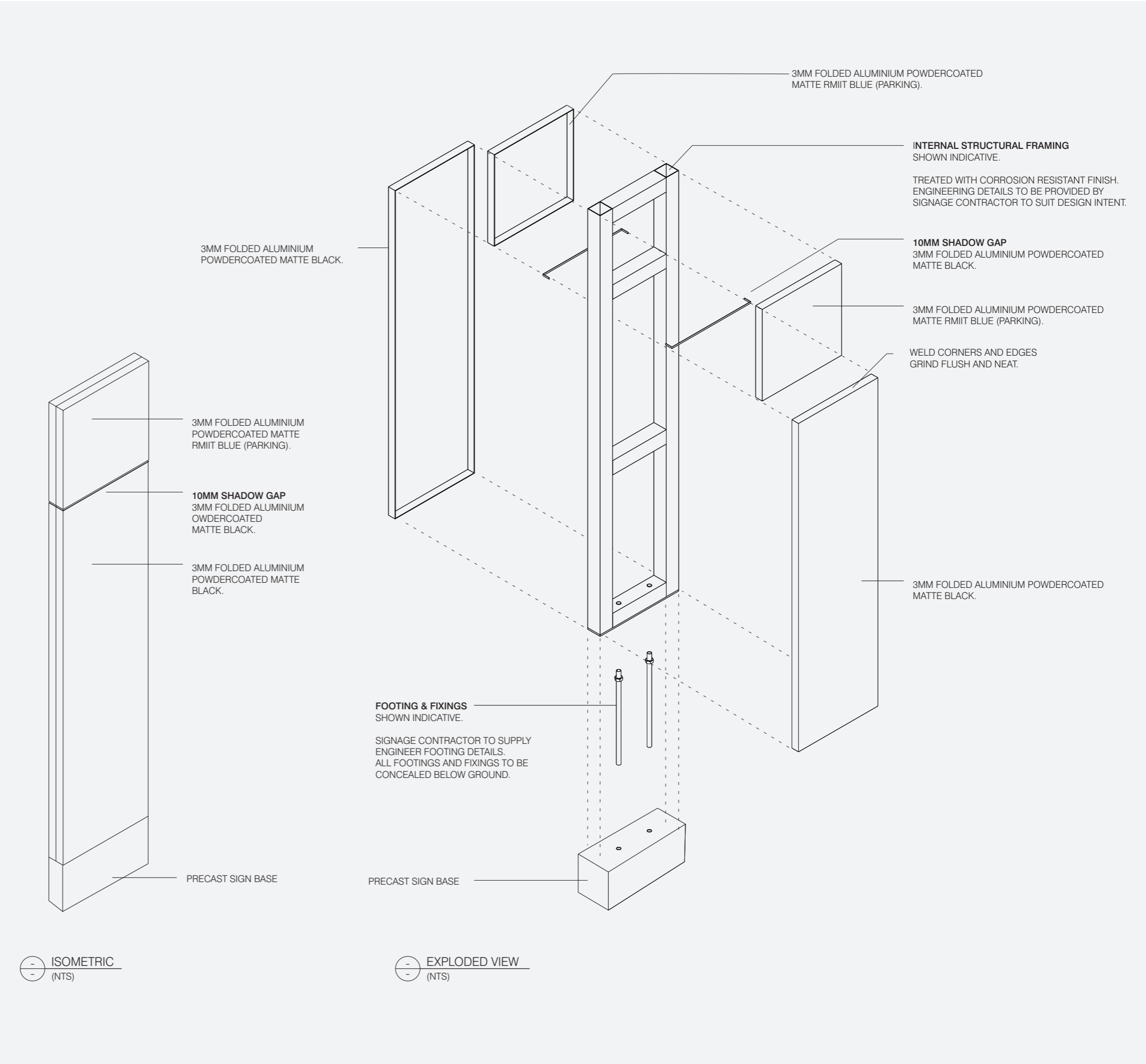
# S.12

## Car Park Identification

### Free-standing Totem

### Construction Detail

Details shown convey design intent only and are subject to engineering certification.



## S.13

### Vehicular Directional Sign Free-standing Totem



# S.13

## Vehicular Directional Sign Free-standing Totem

### Overview

#### Description

Free standing totem providing vehicular and cyclist directional information at key decision points.

#### Illumination

No

#### Digital

No

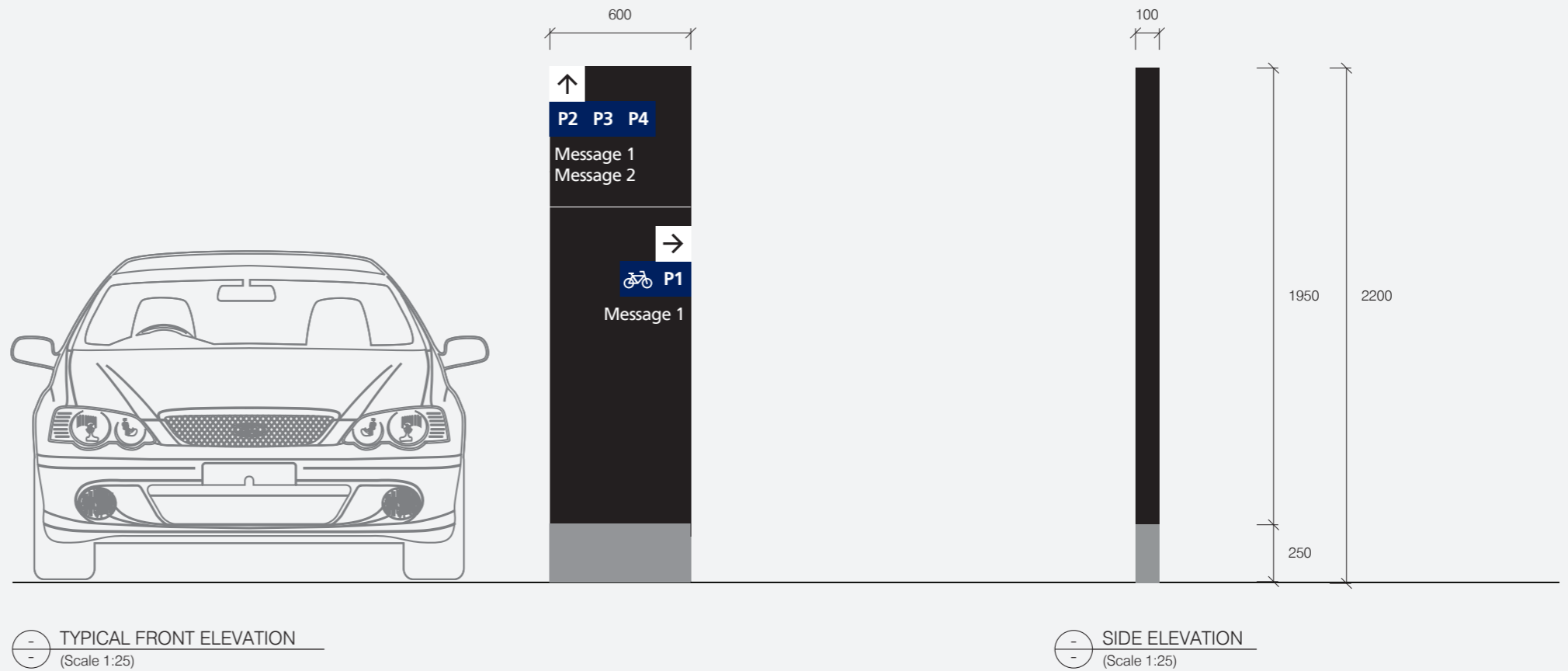
#### Data

No

#### General Notes

Sign is double sided.

Elevation is typical and indicative only.  
Message is indicative only.



# S.13

## Vehicular Directional Sign

Free-standing Totem  
(Alternative Messaging)

### Overview

#### Description

Free standing totem providing vehicular and cyclist directional information at key decision points.

#### Illumination

No

#### Digital

No

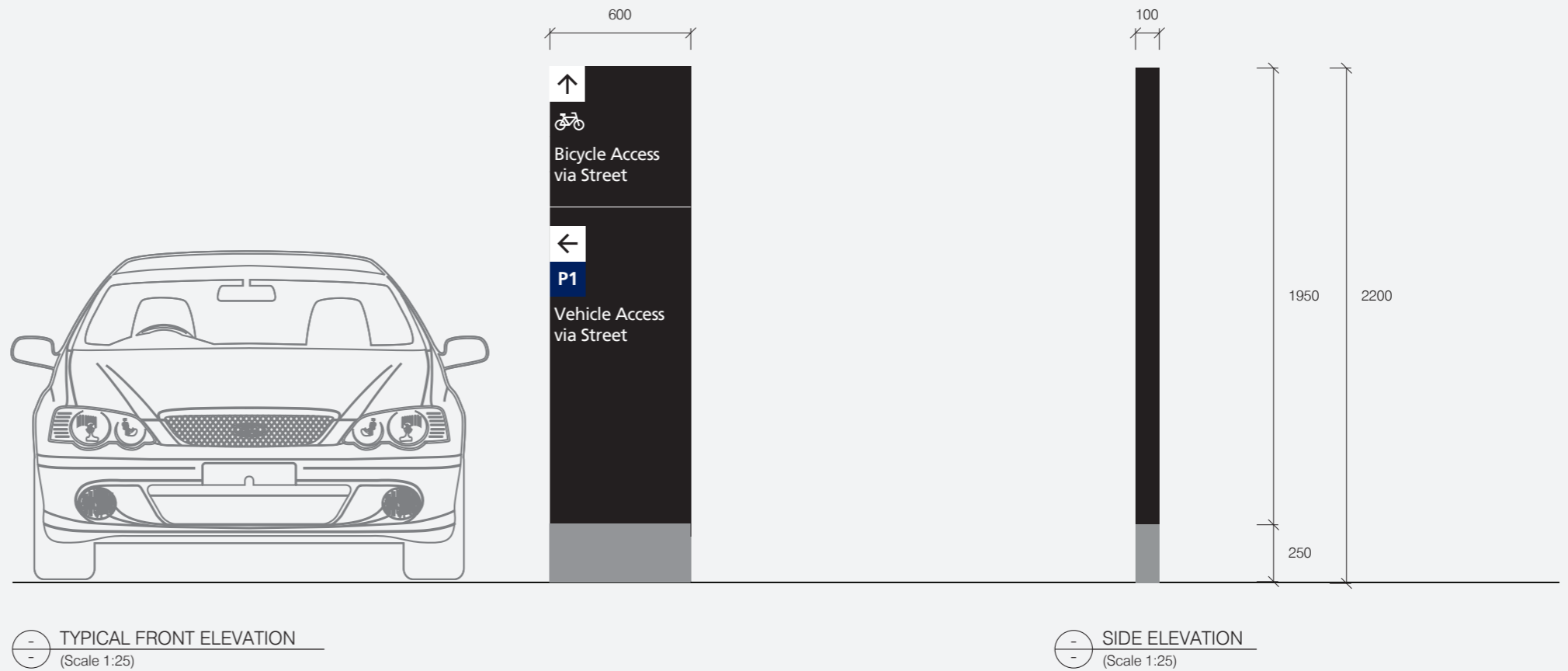
#### Data

No

#### General Notes

Sign is double sided.

Elevation is typical and indicative only.  
Message is indicative only.



## S.13

### Vehicular Directional Sign Free-standing Totem

#### Placement Principles

##### How to Locate

Sign to be located to suit decision points within the campus road network. Signs should be located before intersections to allow adequate time to make and implement directional decisions.

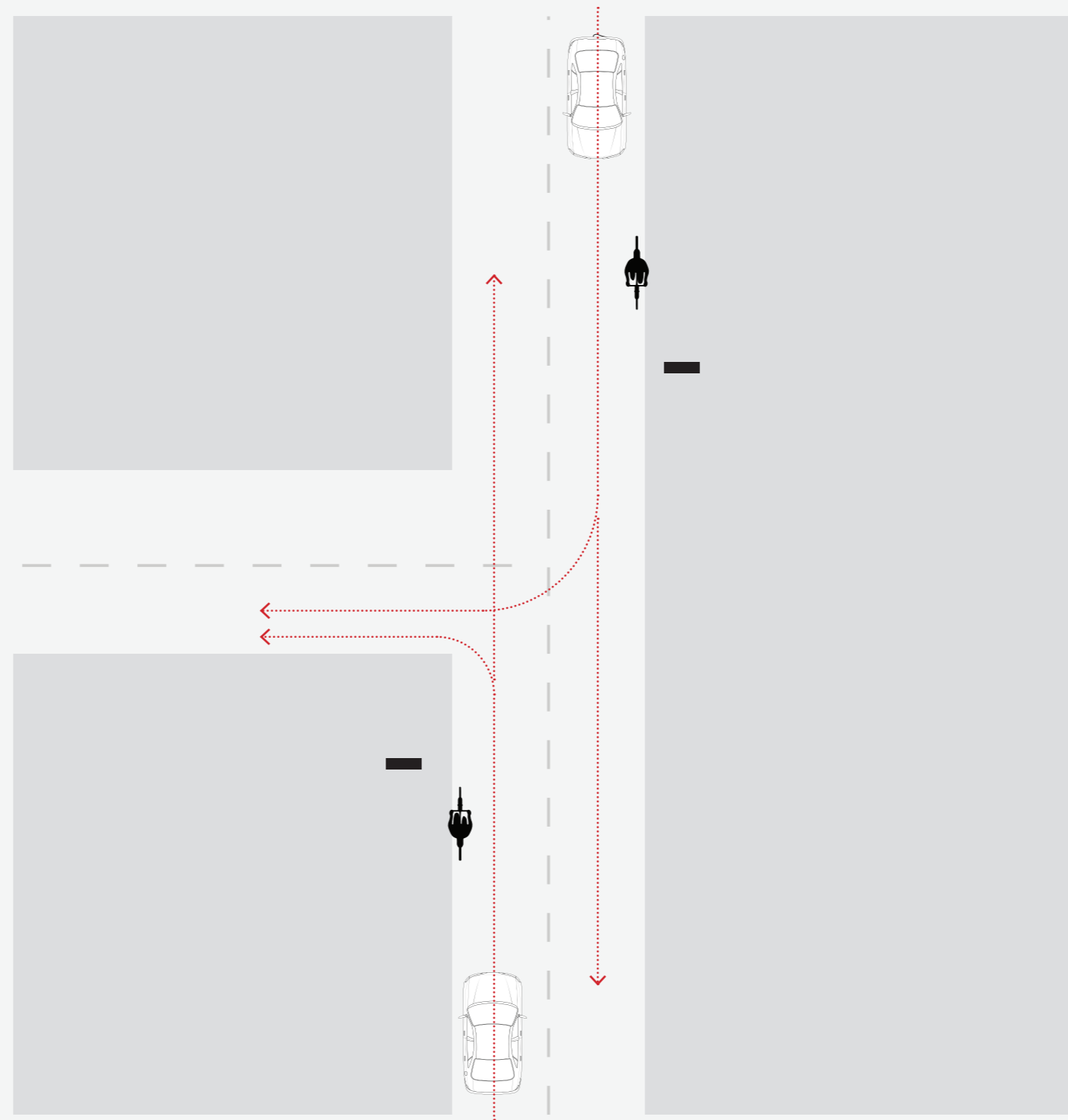
Sign to be oriented to address oncoming traffic.

Sign should be placed in the most suitable position with consideration to site specific conditions.

Ensure sightlines aren't obstructed by buildings or landscaping, or effected by environmental factors such as glare.

Placement should give consideration to the safety of pedestrians and cyclists. Ensure sign does not create a safety hazard by obstructing views to for cyclist and pedestrian routes or crossings.

Placement of signs adjacent roads must follow VicRoads planning guidelines.



⊖ TYPICAL PLACEMENT AT INTERSECTION  
⊖ (NTS - DIAGRAMMATIC ONLY)





# S.14

## Vehicular Directional Sign with Digital Free-standing Totem

### Overview

#### Description

Free-standing totem providing vehicular directional information at key decision points, and includes digital display providing information about available car spaces.

#### Illumination

No

#### Digital

Yes

#### Data

Yes

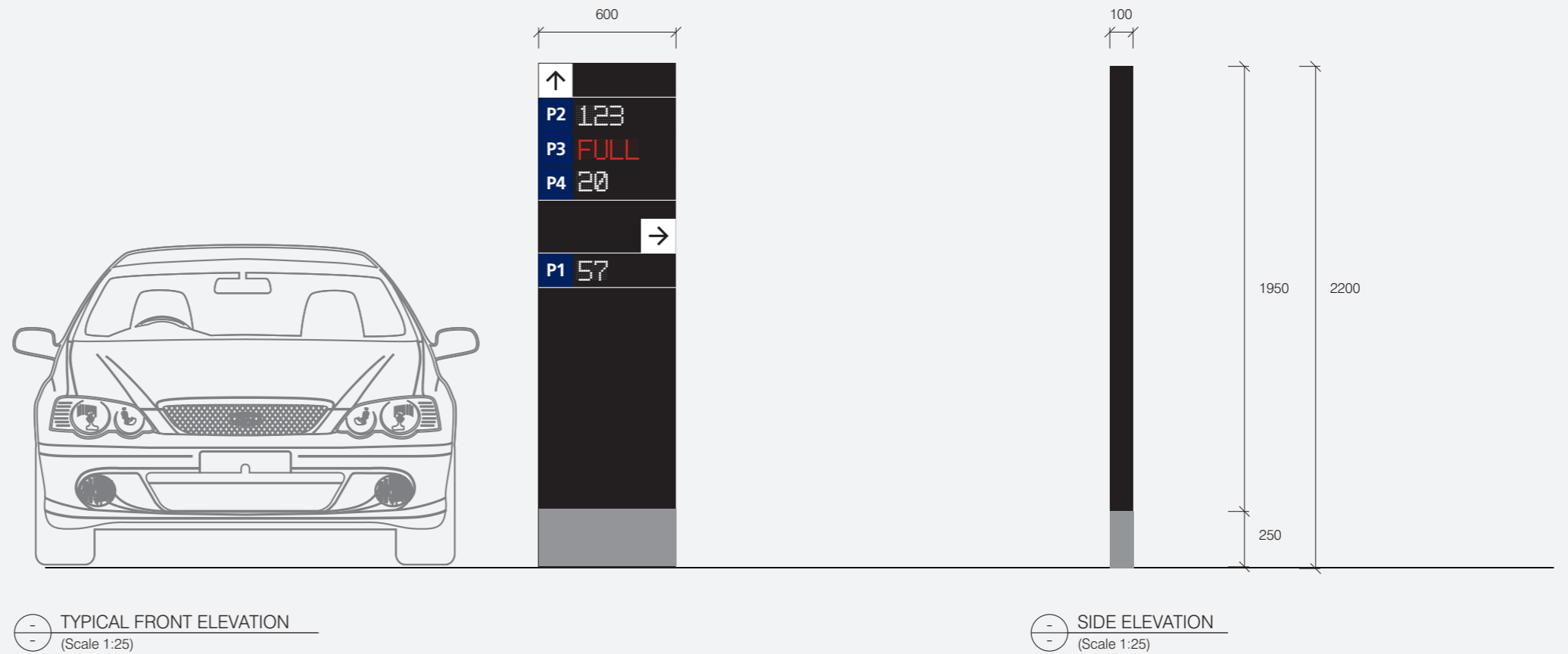
Refer to RMIT AV Standard for screen specifications.

Content of screen to be centrally managed as part of a dynamic traffic management system to reflect parking availability within each car park on campus.

#### General Notes

Sign is single sided.

Elevation is typical and indicative only.  
Message is indicative only.



## S.14

### Vehicular Directional Sign with Digital Free-standing Totem

#### Placement Principles

##### How to Locate

Sign to be located just after entry to campus, to provide drivers with an overview of available parking spaces across the campus.

Sign may also be placed near the entry to multi-level car parks to provide information on available parking on each level.

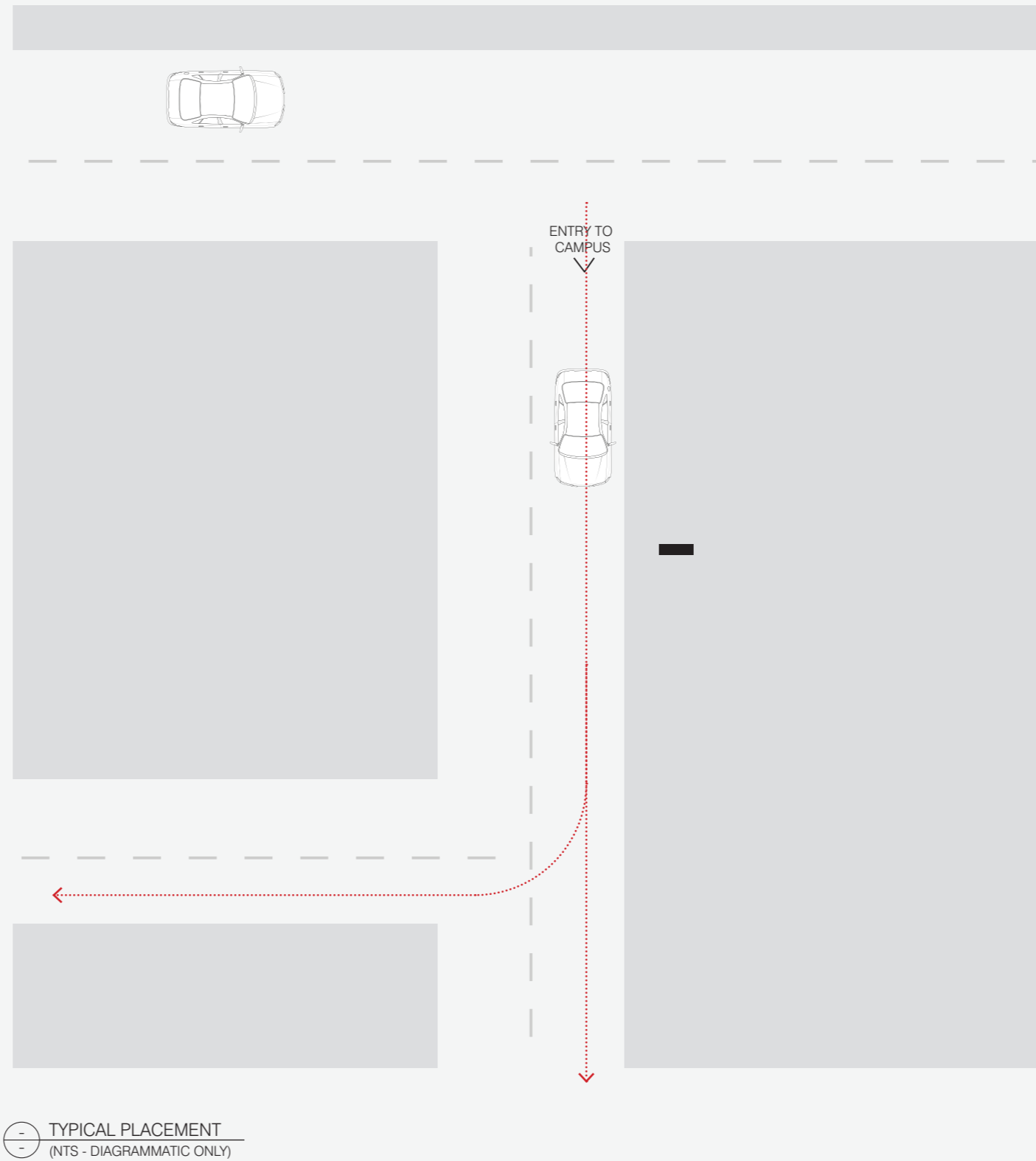
Sign to be orientated to face oncoming traffic.

Sign should be placed in the most suitable position with consideration to site specific conditions.

Ensure sightlines aren't obstructed by buildings or landscaping, or effected by environmental factors such as glare.

Placement should give consideration to the safety of pedestrians. Ensure sign does not create a safety hazard by obstructing views to pedestrian routes or crossings.

Placement of signs adjacent roads must follow VicRoads planning guidelines.



## S.14

# Vehicular Directional Sign with Digital Free-standing Totem

## Typical Graphic Setout

### Specification Details

100mm deep fabricated sign form from 3mm folded aluminium powdercoated in matte black with profile cut retro-reflective graphics applied to front and back face with protective clear coat.

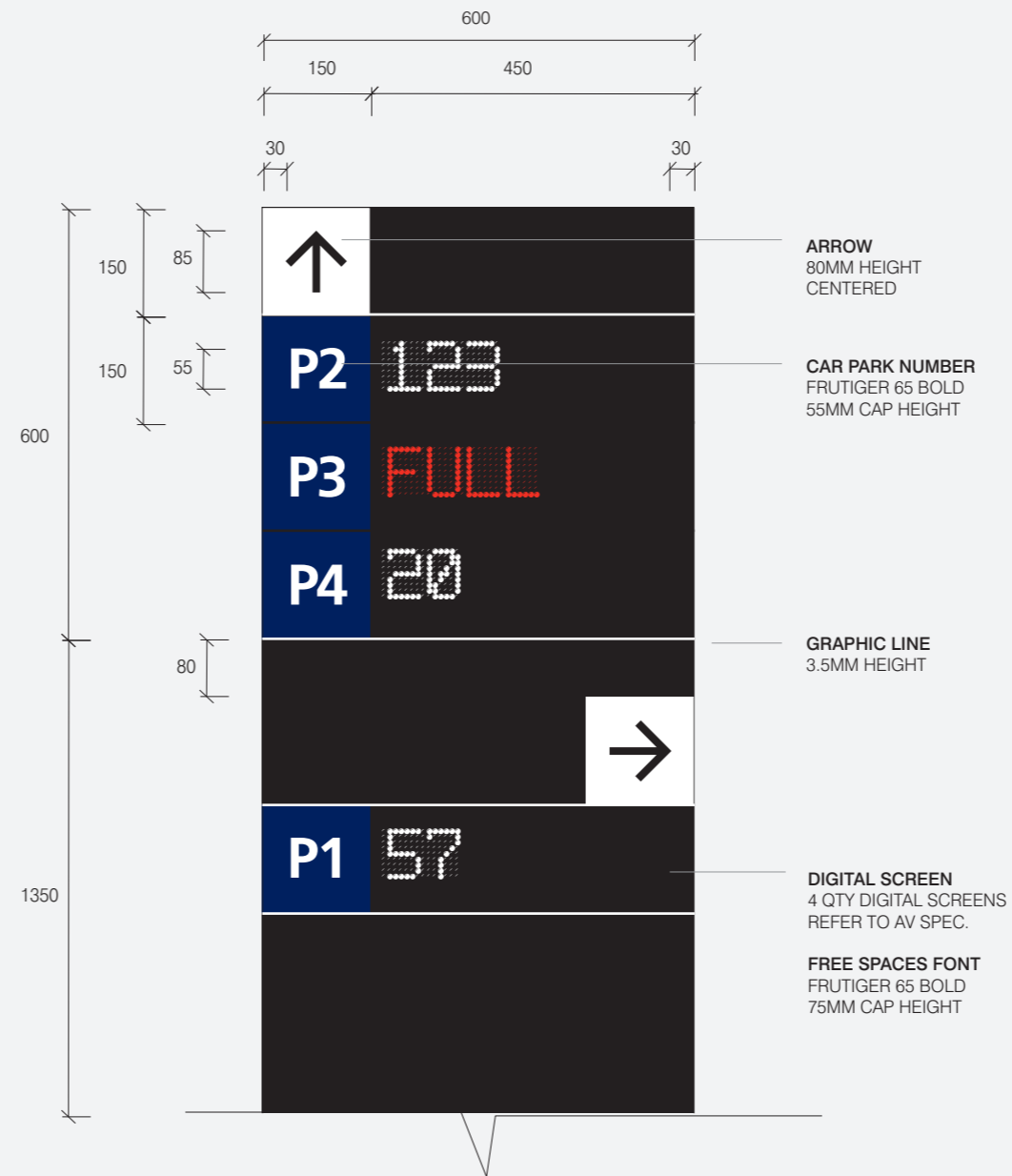
Refer to AV Standard for screen specification.

Fabricated sign form fixed to concrete based with concealed fixings as required. All footings and fixings to be concealed below ground. Signage contractor to supply engineering footing details. Sign to be frangible at base when located adjacent a road.

Sign requires power and data.

For construction details refer to sign type:  
S.12 Car Park Identification – Free-standing Totem. Details to be modified to accommodate digital screen.

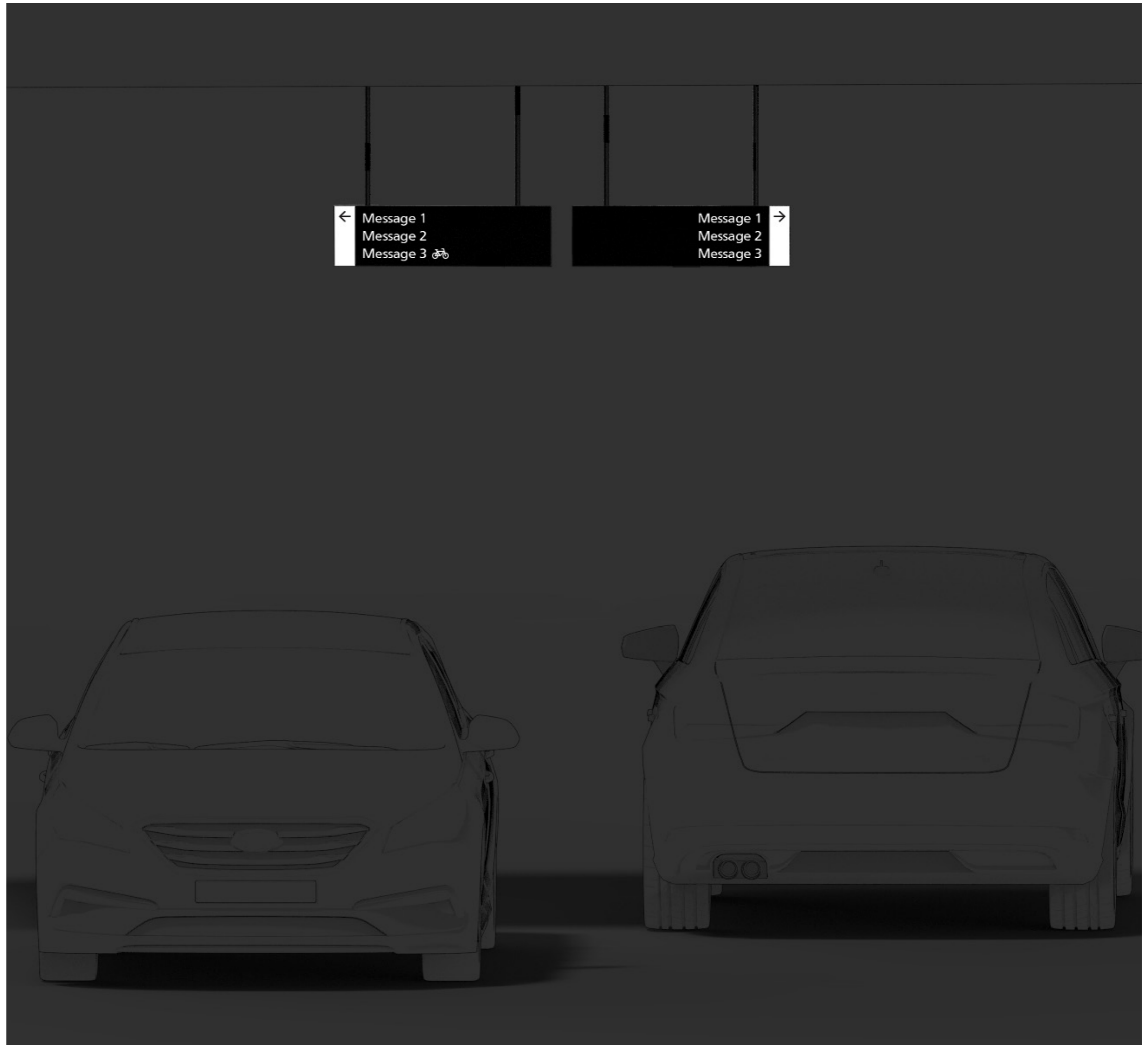
Message is indicative only.



TYPICAL GRAPHIC SETOUT  
(Scale 1:10)

# S.15

## Vehicular Directional Sign Suspended



# S.15

## Vehicular Directional Sign Suspended

### Overview

#### Description

Suspended sign providing vehicular directional information at key decision points.

#### Illumination

No

#### Digital

No

#### Data

No

#### Mounting Height

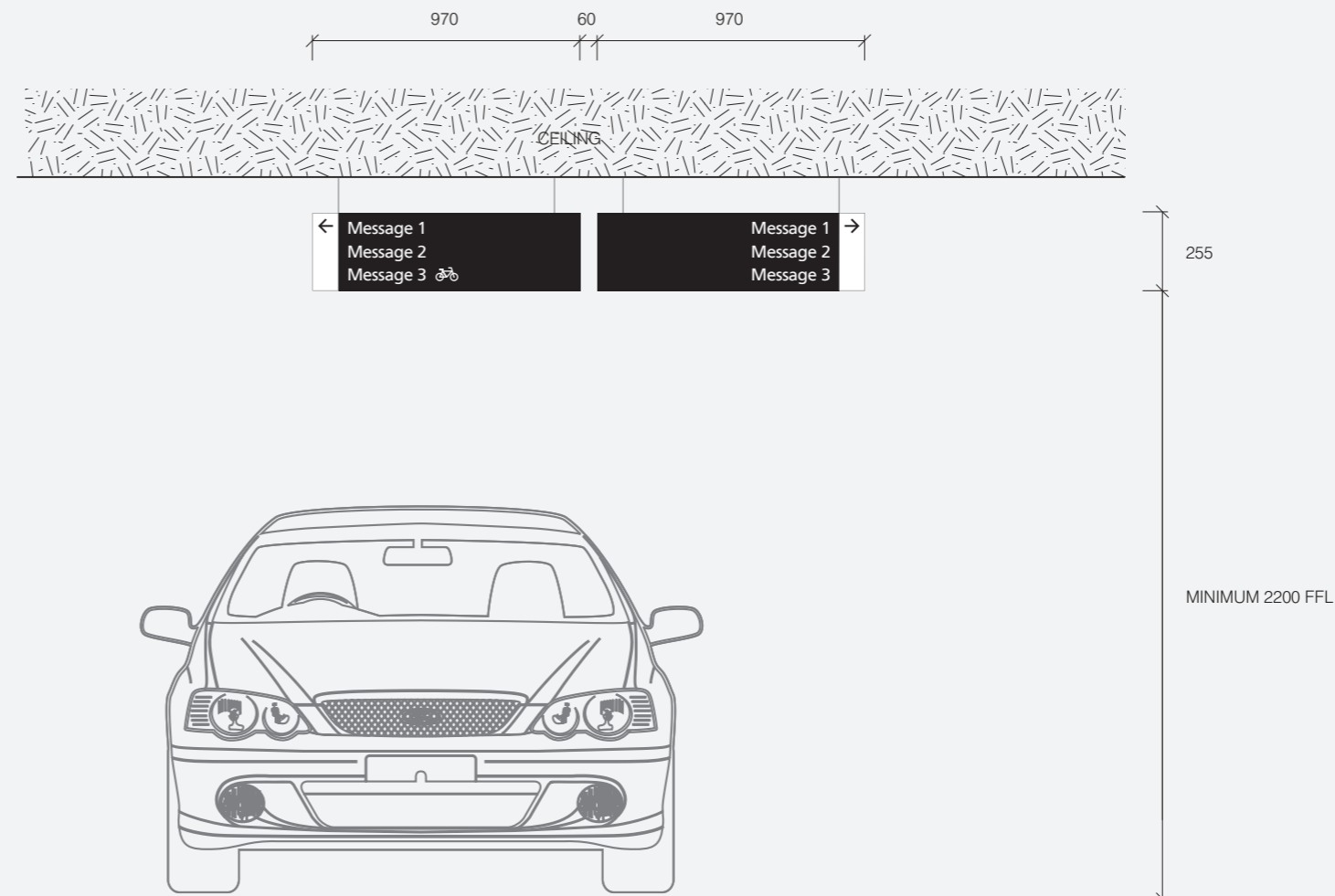
Minimum 2200mm from FFL to bottom edge of sign (or to suit minimum clearance within car park if it is higher than 2200mm).  
60mm clear space between when two panels are used.

#### General Notes

Sign can be double sided.

Elevation is typical and indicative only.

Message is indicative only.



FRONT ELEVATION  
(Scale 1:25)

# S.15

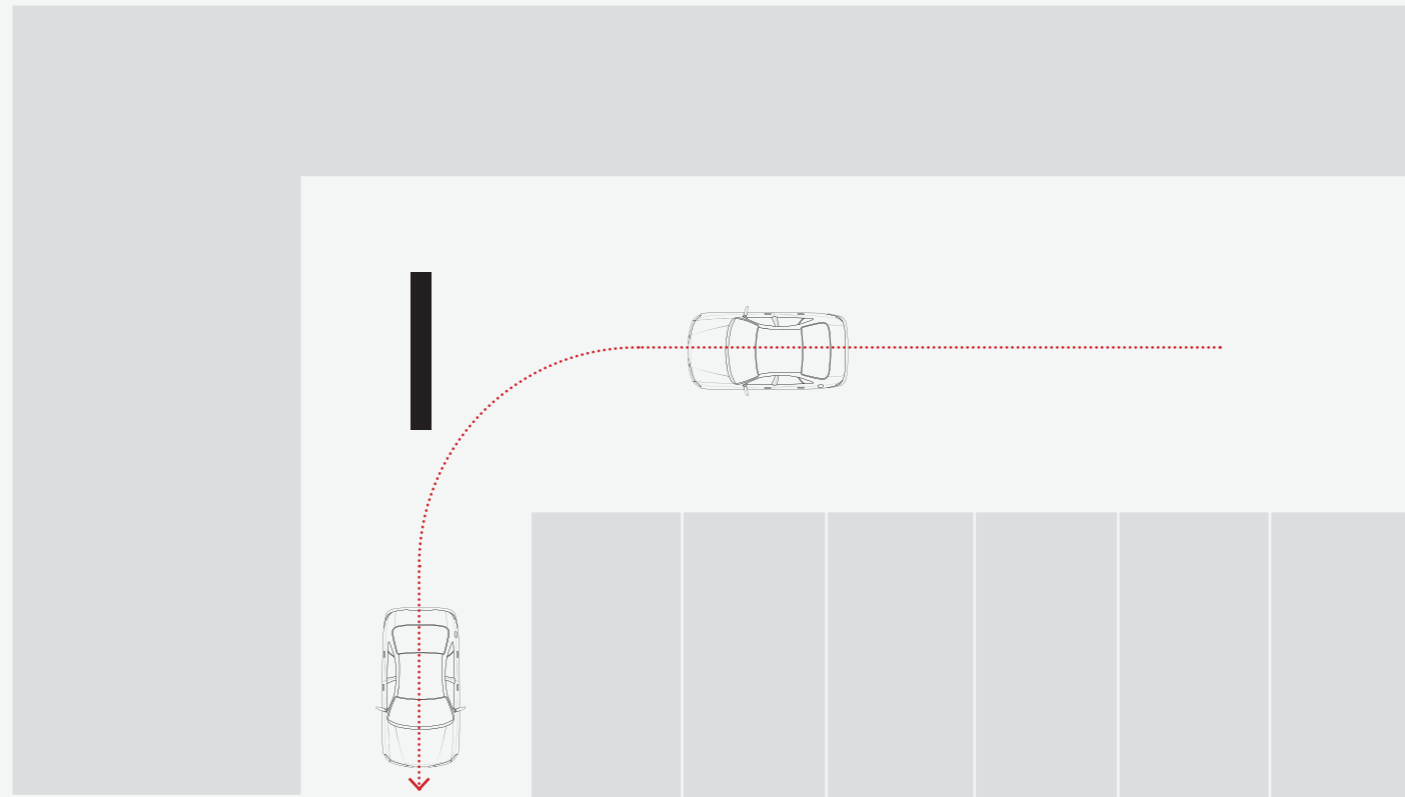
## Vehicular Directional Sign Suspended

### Placement Principles

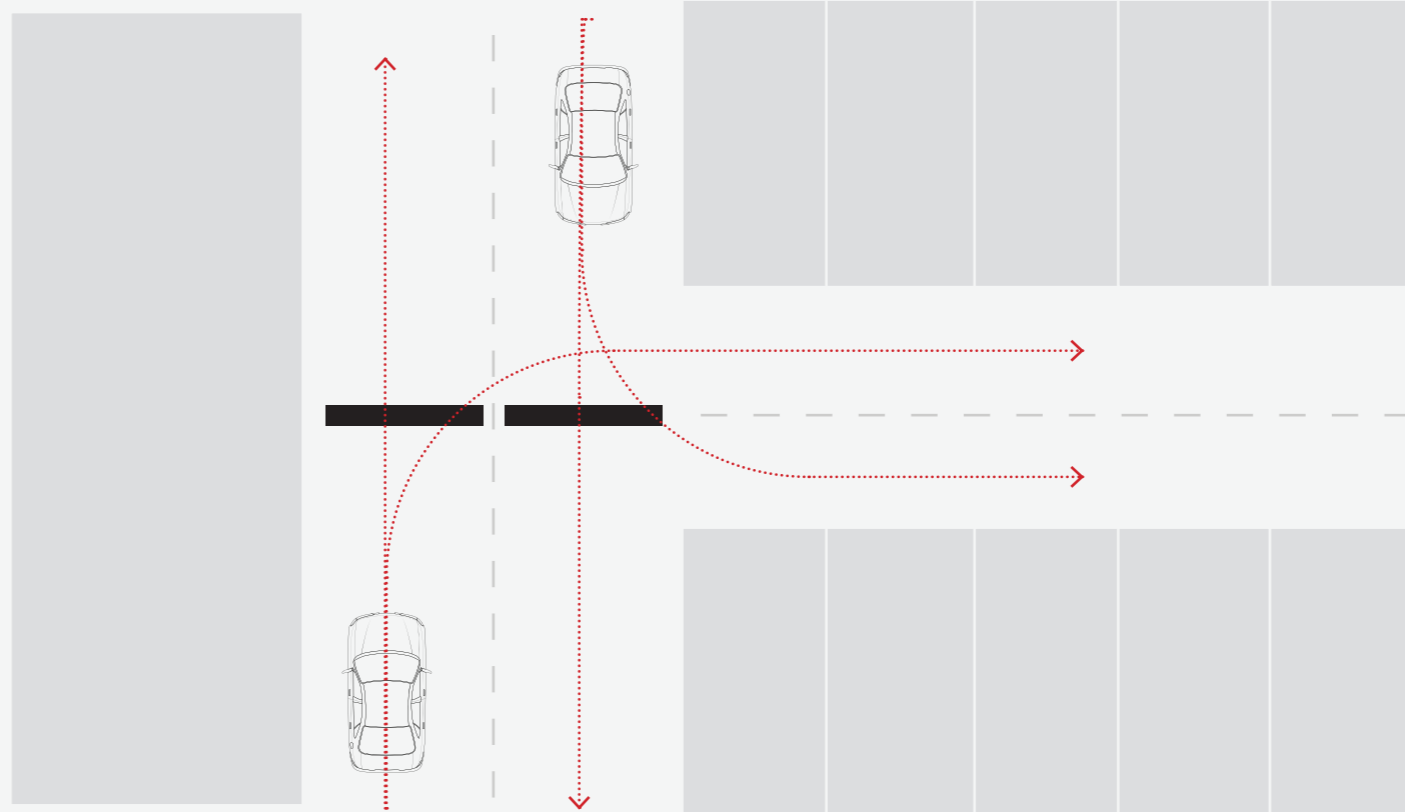
#### How to Locate

Sign to be located centrally along vehicular circulation to suit decision points and intersections.

Ensure no obstruction to sightlines by ceiling mounted services objects such as sprinklers, cameras etc.



TYPICAL PLACEMENT: SINGLE PANEL  
(NTS - DIAGRAMMATIC ONLY)



TYPICAL PLACEMENT: MULTIPLE PANEL  
(NTS - DIAGRAMMATIC ONLY)

# S.15

## Vehicular Directional Sign Suspended

### Typical Graphic Setout

This is an overview of typical setouts for the following sign types:

- S.15 Vehicular Directional Sign - Suspended
- S.23 Pedestrian Directional Sign with Map - Pole Mounted
- S.24 Pedestrian Directional Sign - Pole Mounted
- S.26 Pedestrian Directional Sign - Suspended

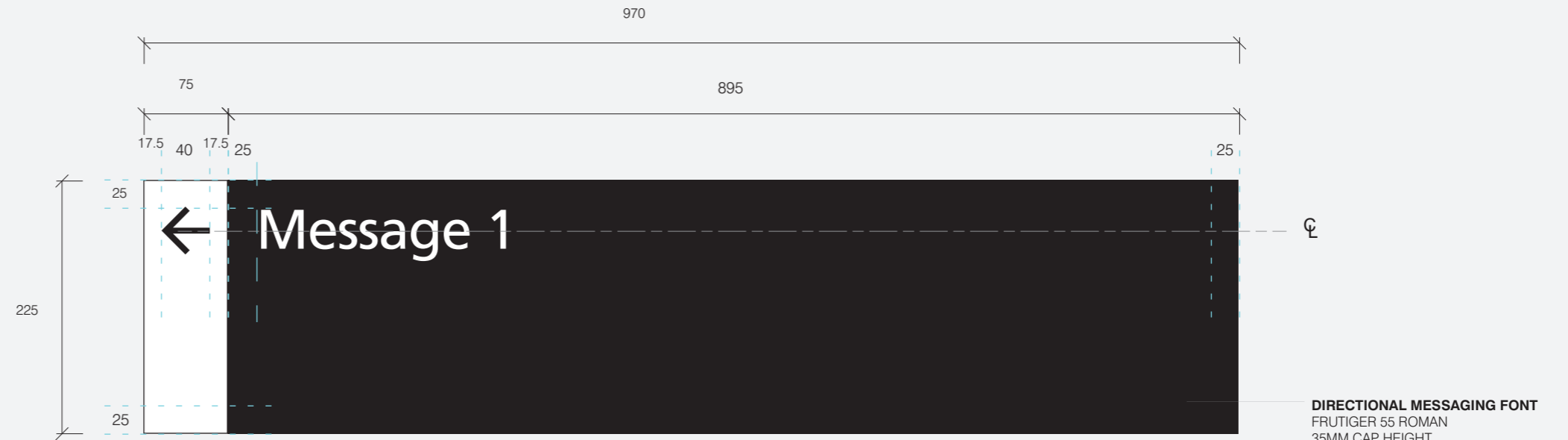
#### General Notes

Message is indicative only.

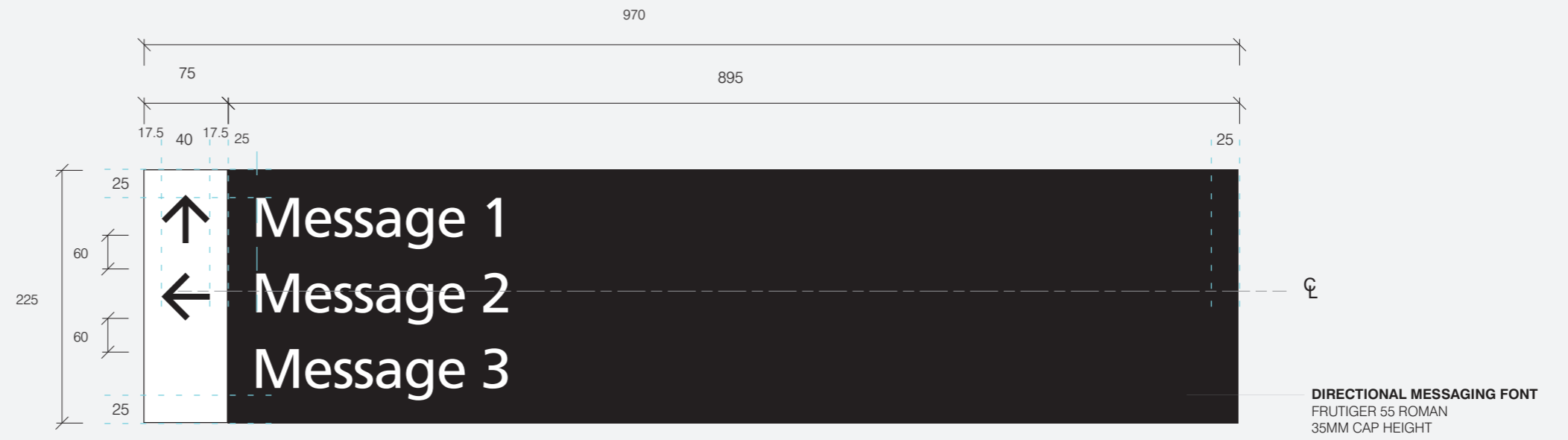
#### Messaging to Accessible Spaces

If the route to accessible parking spaces is not readily apparent from the vehicular entrance to the car park, directional signs comprising the international symbol of access and an arrow should be used at the entrance and at each change of directions to direct traffic to these spaces.

The symbol should point in the same direction as the arrow.



TYPICAL GRAPHIC SETOUT - SINGLE MESSAGE  
(Scale 1:5)



TYPICAL GRAPHIC SETOUT - MULTIPLE MESSAGES  
(Scale 1:5)

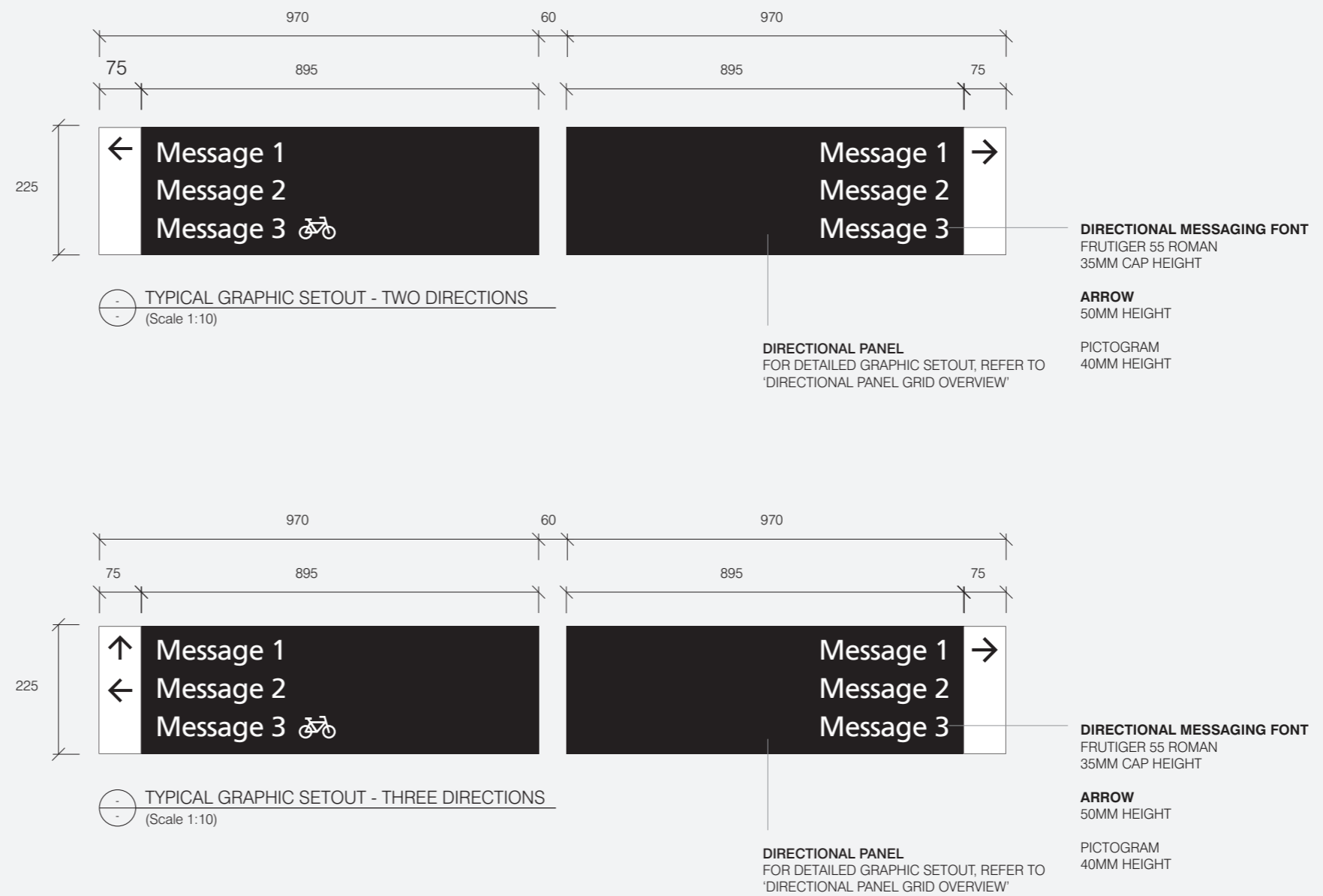


# S.15

## Vehicular Directional Sign Suspended

### Panel Sizing and Arrangement

Panel sizes can change width and height to suit message length. Text size should remain consistent and align with the rules as illustrated.



# S.15

## Vehicular Directional Sign Suspended

### Construction Detail

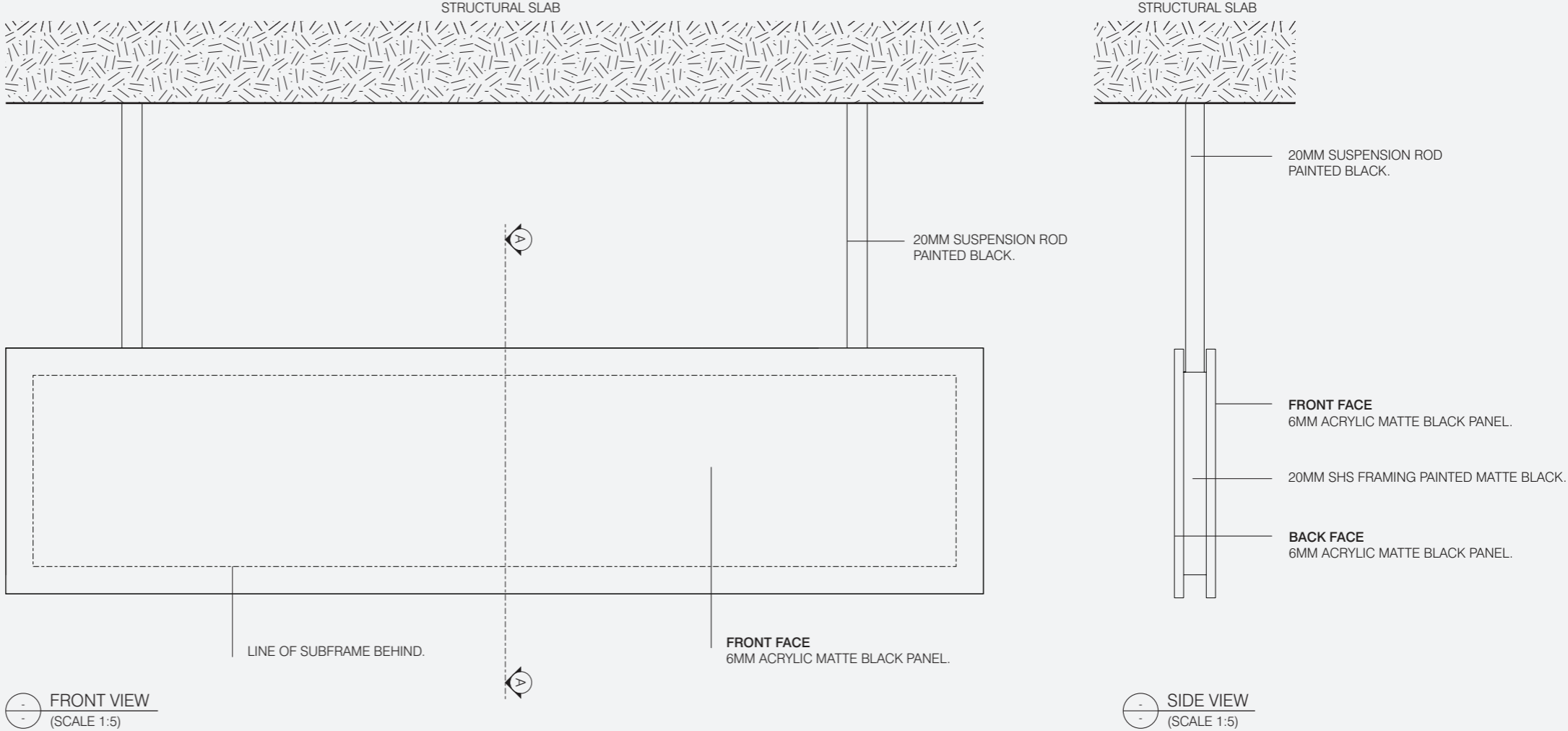
#### Specification Details

6mm matte black acrylic panel with profile cut vinyl graphics in matte white, fixed to front and back of 20mm SHS internal sign frame, with 20mm overhang on all sides. Frame to be painted matte black.

20mm suspension rod, painted matte black, fixed to underside of slab.

Sign can be double sided.

Details shown convey design intent only and are subject to engineering certification.

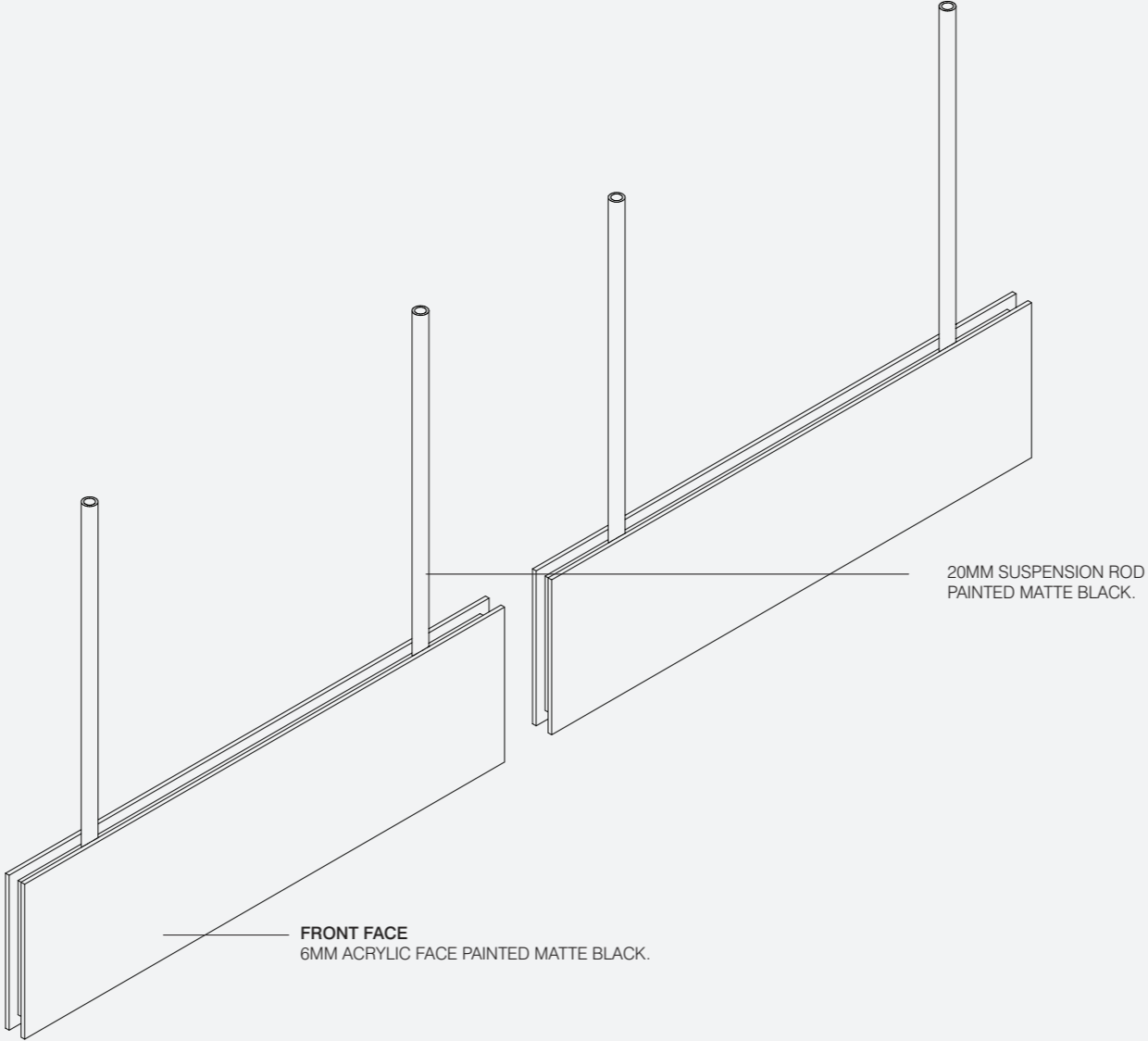


**S.15**

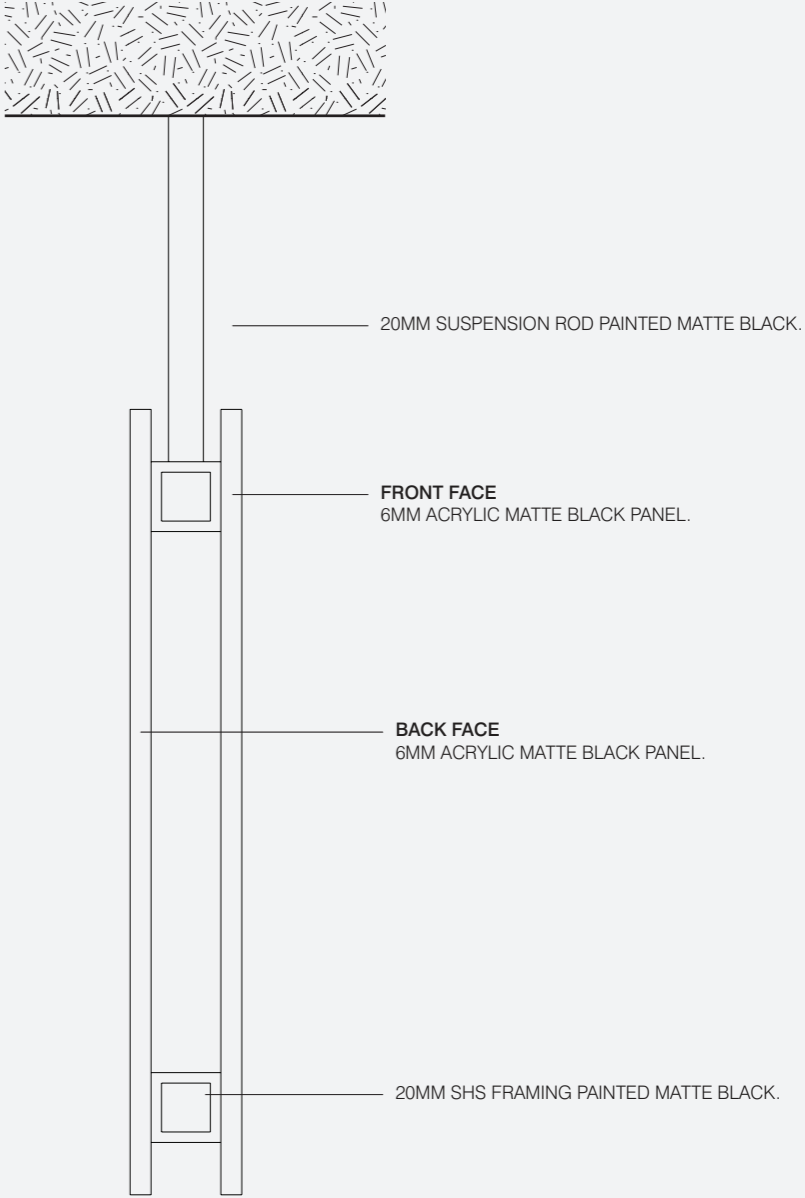
**Vehicular Directional Sign  
Suspended**

**Construction Detail**

Details shown convey design intent only and are subject to engineering certification.



ISOMETRIC  
(NTS)



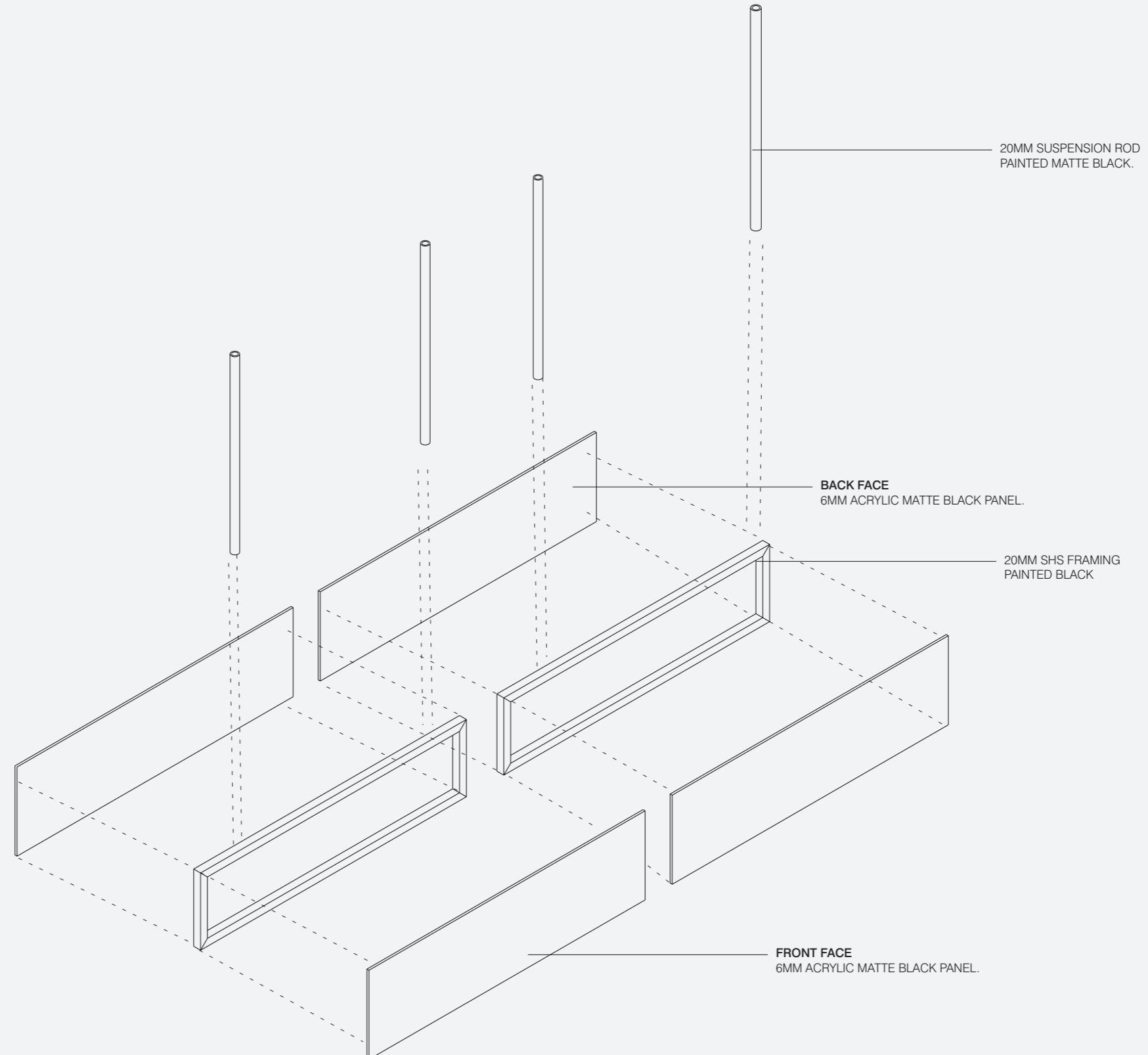
SECTION A  
(SCALE 1:2)

# S.15

## Vehicular Directional Sign Suspended

### Construction Detail

Details shown convey design intent only and are subject to engineering certification.



EXPLODED VIEW  
(NTS)

## S.16

### Vehicular Directional Sign Wall Mounted



# S.16

## Vehicular Directional Sign Wall Mounted

### Overview

#### Description

Wall mounted sign providing vehicular directional information at key decision points.

#### Illumination

No

#### Digital

No

#### Data

No

#### Mounting Height

Minimum 1600mm from FFL to top edge of sign.

#### General Notes

Elevation is typical and indicative only.

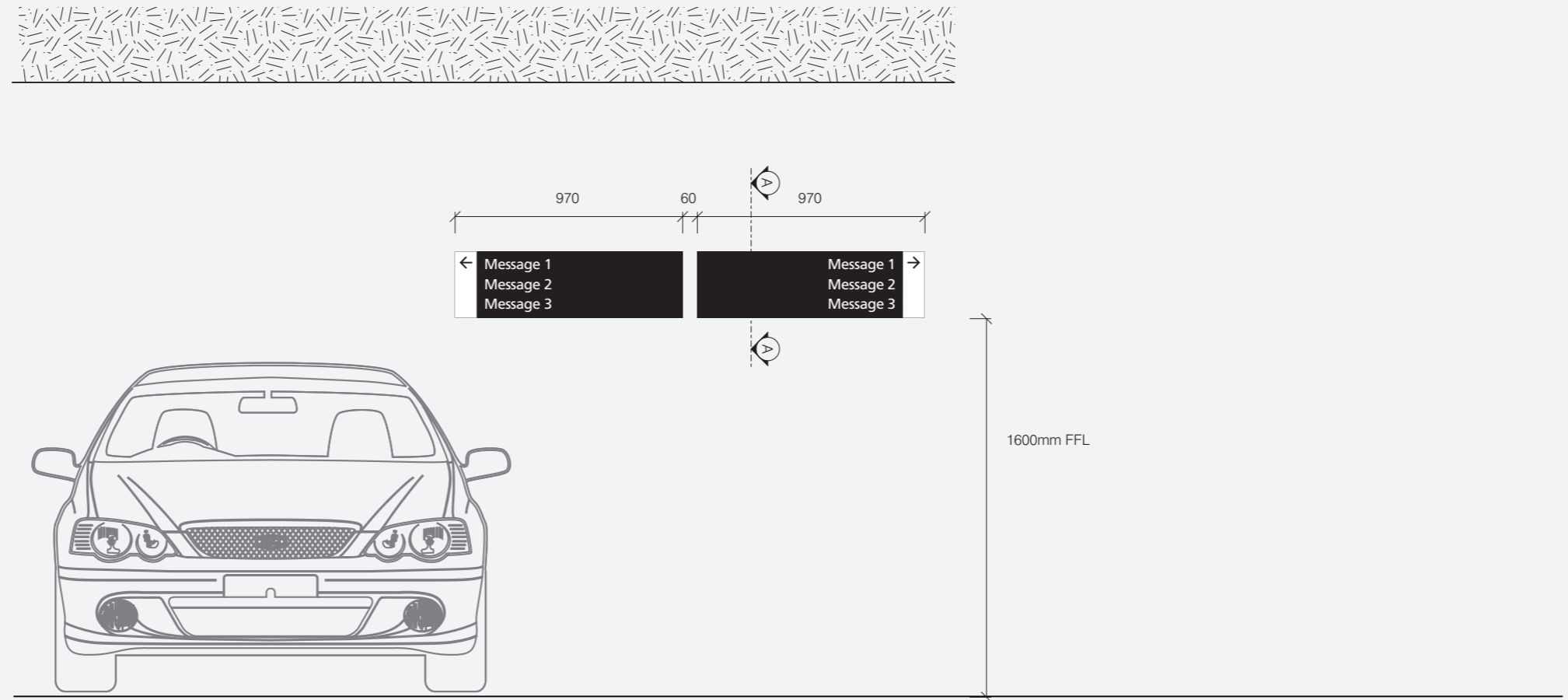
Message is indicative only.

Refer to S.15 Vehicular Directional Sign - Suspended for typical graphic set outs.

#### Messaging to Accessible Spaces

If the route to accessible parking spaces is not readily apparent from the vehicular entrance to the car park, directional signs comprising the international symbol of access and an arrow should be used at the entrance and at each change of directions to direct traffic to these spaces.

The symbol should point in the same direction as the arrow.



FRONT ELEVATION  
(Scale 1:25)

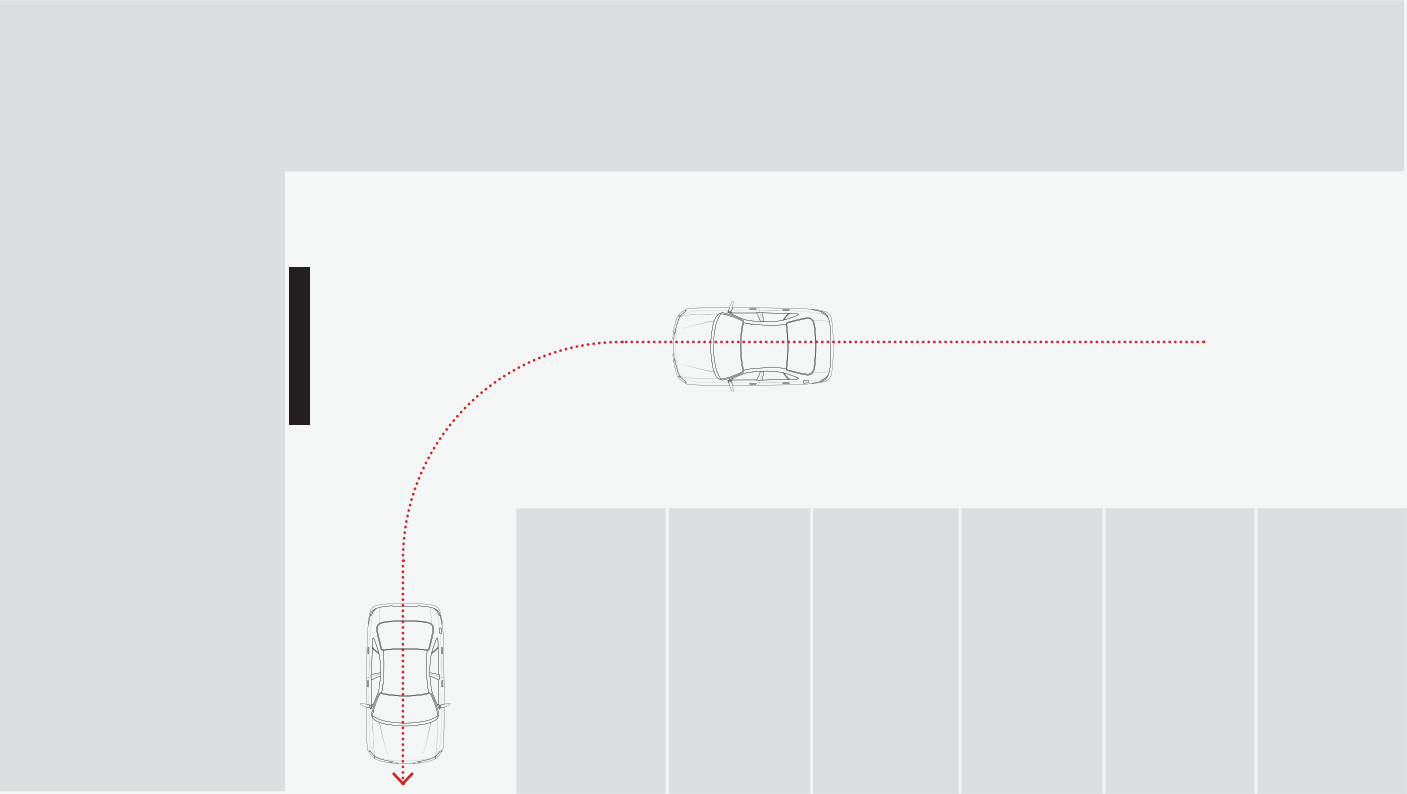
## S.16

### Vehicular Directional Sign Wall Mounted

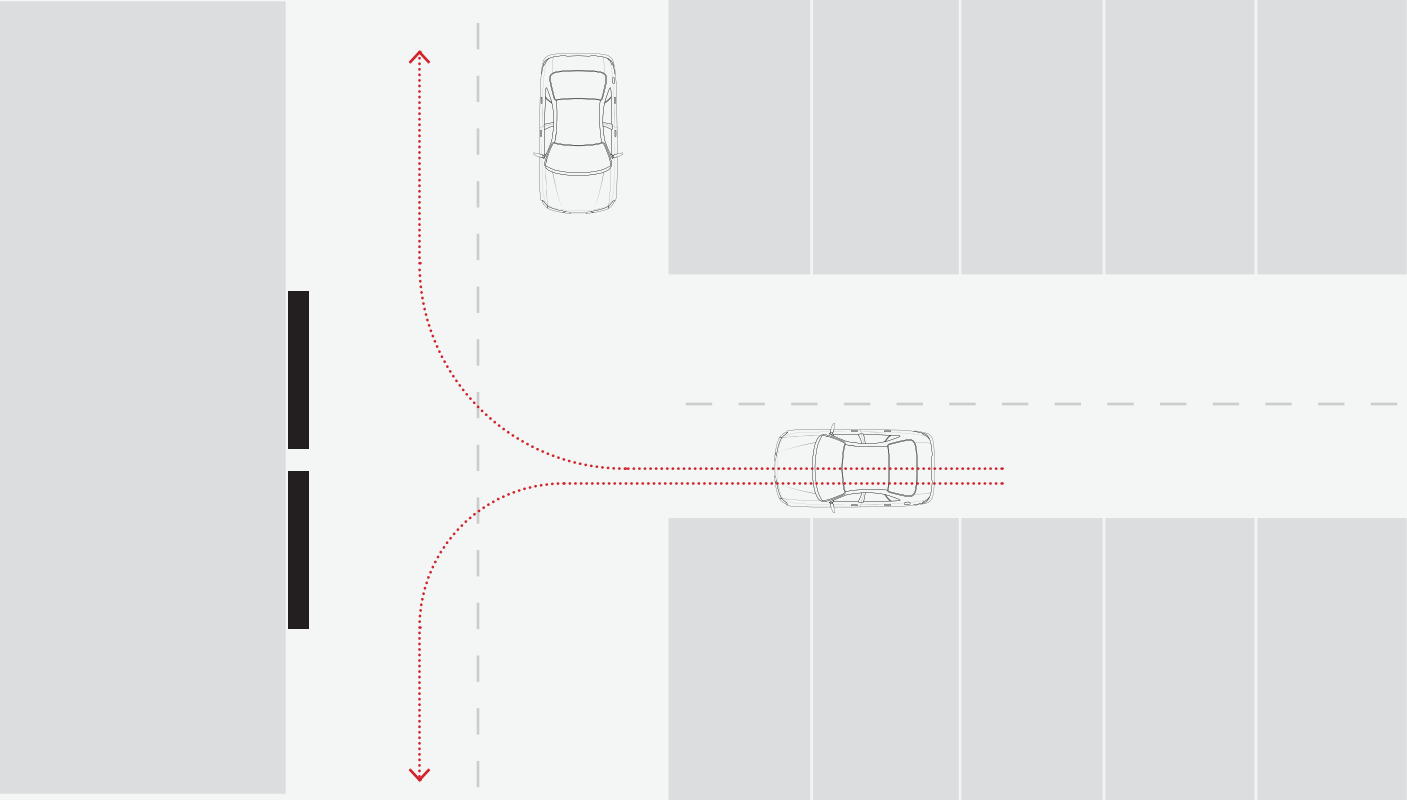
#### Placement Principles

##### How to Locate

Sign to be located centrally along vehicular circulation to suit decision points and intersections.



TYPICAL PLACEMENT: SINGLE PANEL  
(NTS - DIAGRAMMATIC ONLY)



TYPICAL PLACEMENT: MULTIPLE PANEL  
(NTS - DIAGRAMMATIC ONLY)

## S.16

### Vehicular Directional Sign Wall Mounted

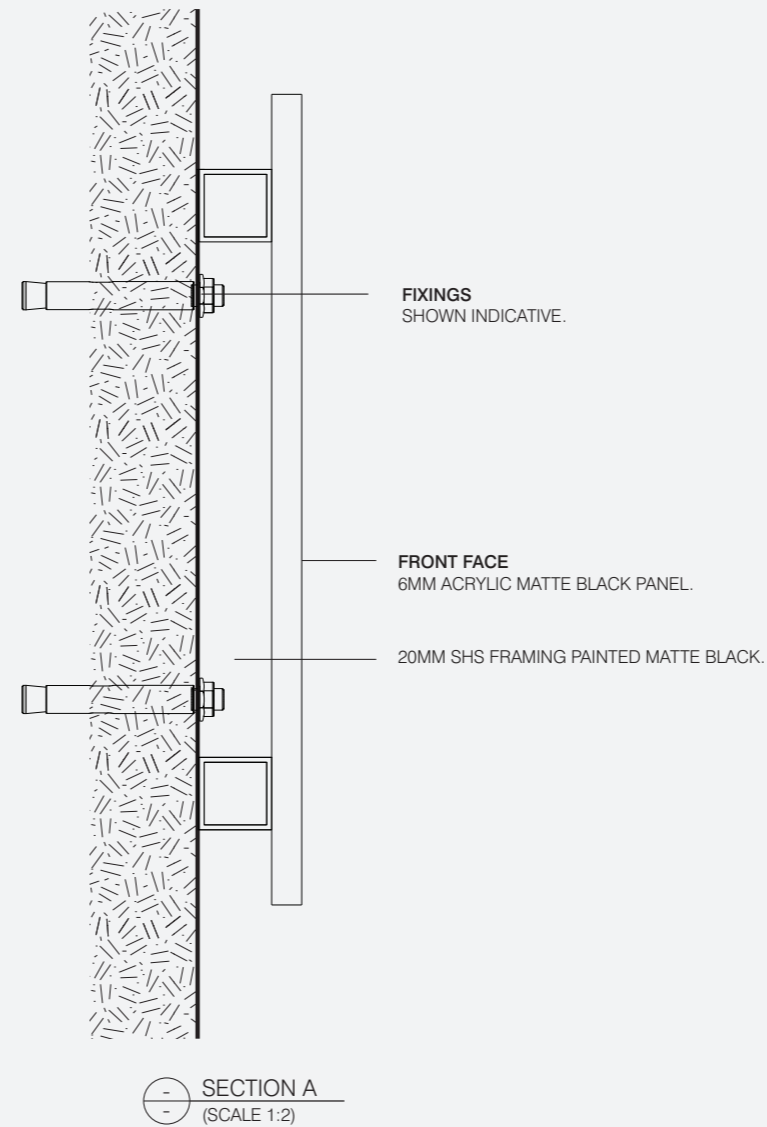
#### Construction Detail

##### Specification Details

6mm matte black acrylic panel with profile cut vinyl graphics in matte white, fixed to front of 20mm SHS internal sign frame, with 20mm overhang on all sides. Frame to be painted matte black.

Fixed to wall with concealed fixings as required.

Details shown convey design intent only and are subject to engineering certification.





# S.17

## Parking Zone Identification Column Mounted

### Overview

#### Description

Identifies parking zones within car parks to assist with orientation.

#### Illumination

No

#### Digital

No

#### Data

No

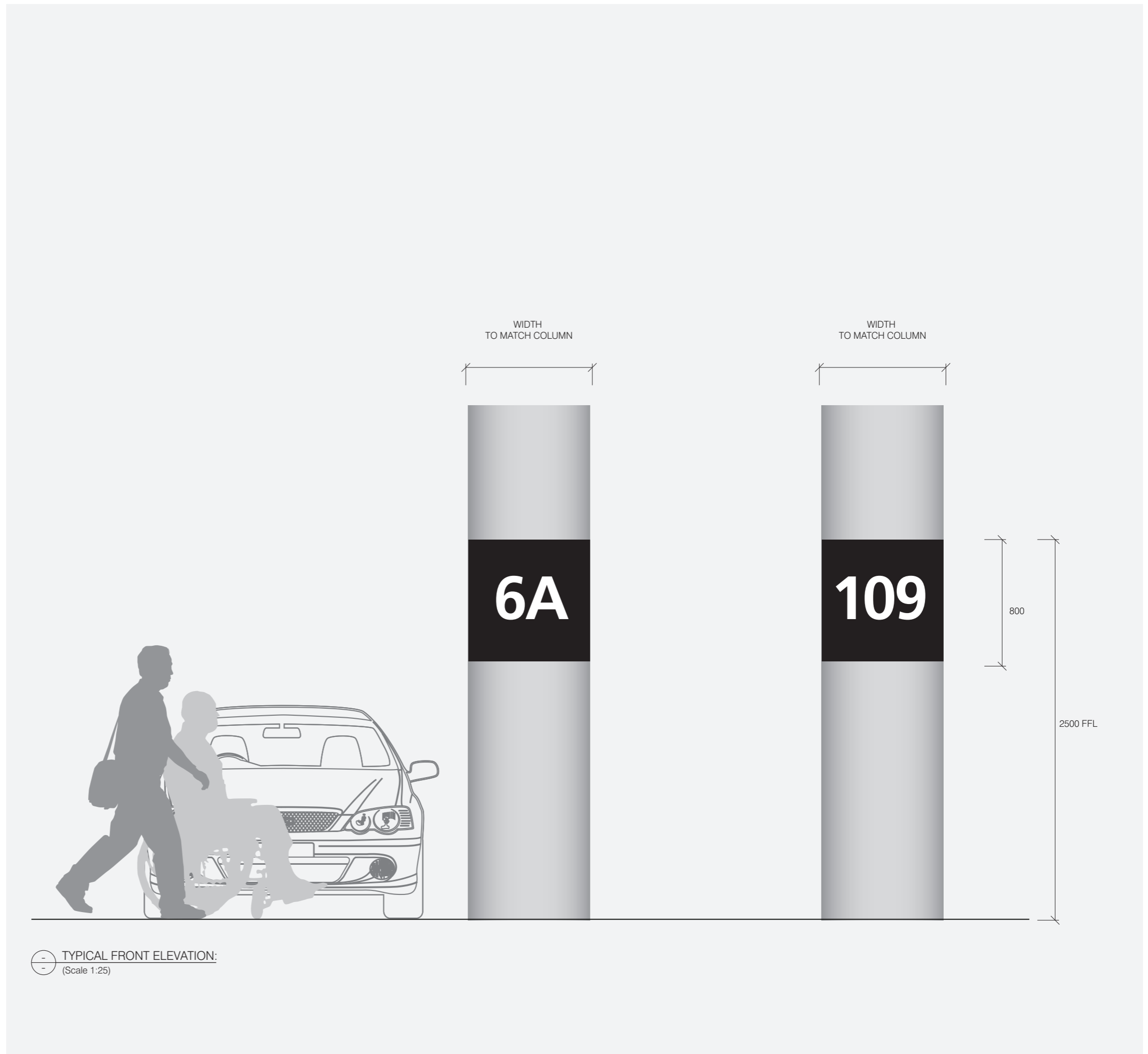
#### Mounting Height

2,500mm from the FFL to top edge of sign.

#### General Notes

Elevation is typical and indicative only.  
Message is indicative only.

Parking zone numbering sequence to align with RMIT existing system.



**S.17**

Parking Zone Identification  
Column Mounted

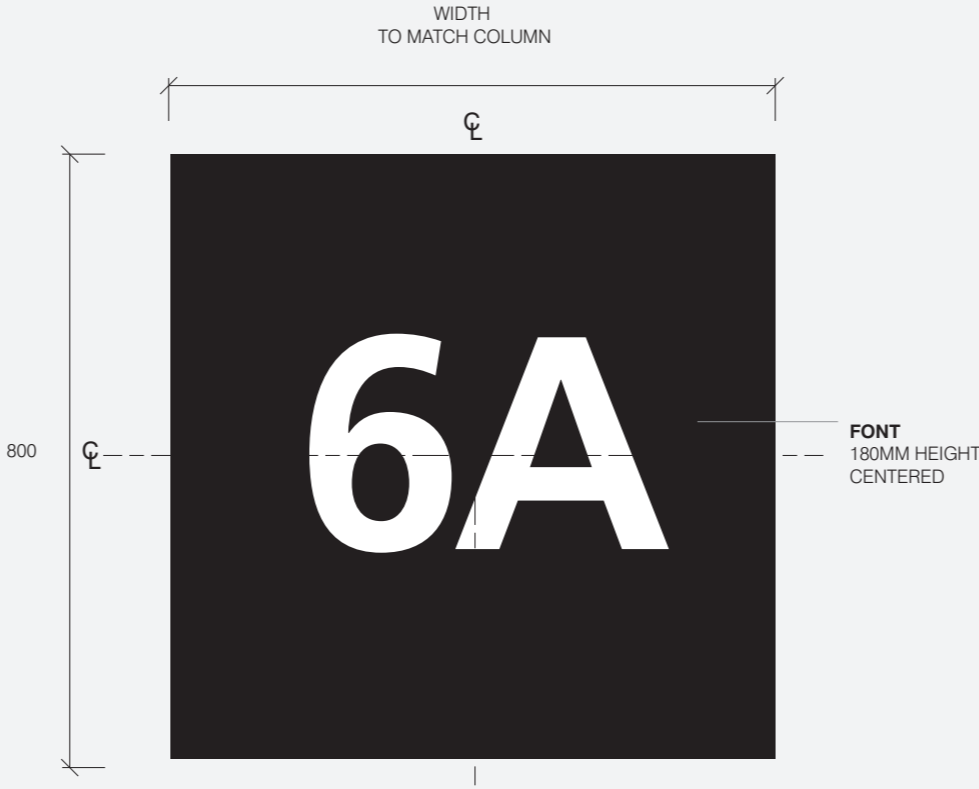
Typical Graphic Setout

**Specification Details**

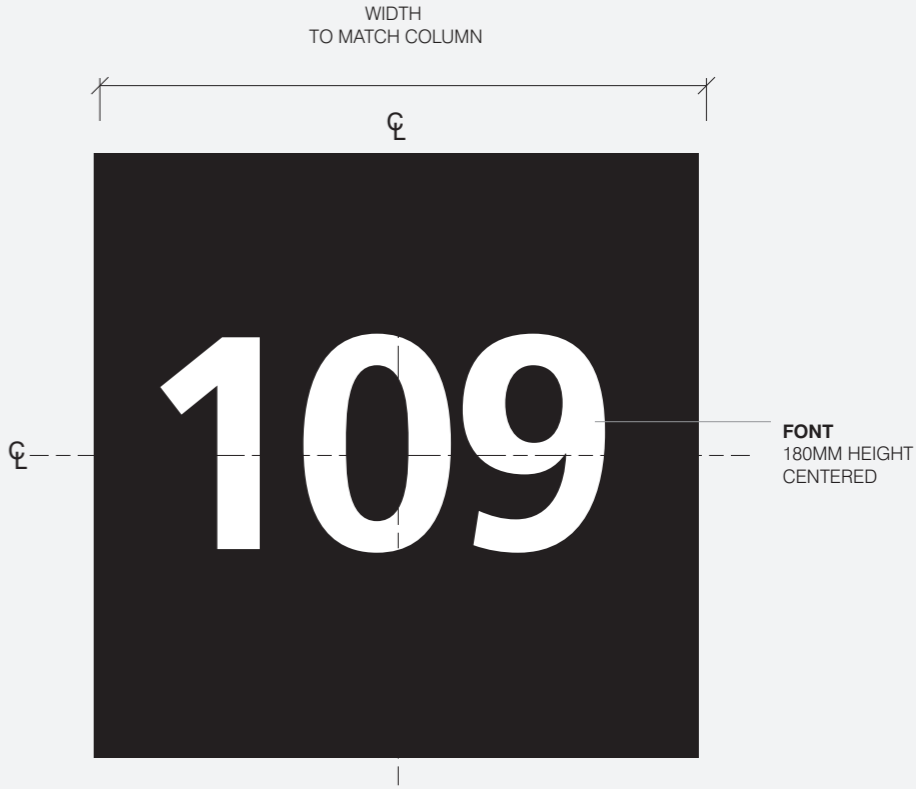
Mask and spray graphics in matte black and white applied direct to front face of column. If column is cylindrical, apply sign as a painted band around column.

Level specific colours can be used as a wayfinding tool to suit project specific requirements.

Message is indicative only.



TYPICAL GRAPHIC SETOUT: ALPHA NUMERICAL  
(Scale 1:10)



TYPICAL GRAPHIC SETOUT: NUMERICAL  
(Scale 1:10)

# S.18

## Ticketing Information

### Overview

#### Description

Identifies ticketing machine and provides ticketing and parking information and conditions.

#### Illumination

No

#### Digital

No

#### Data

No

#### Mounting Height

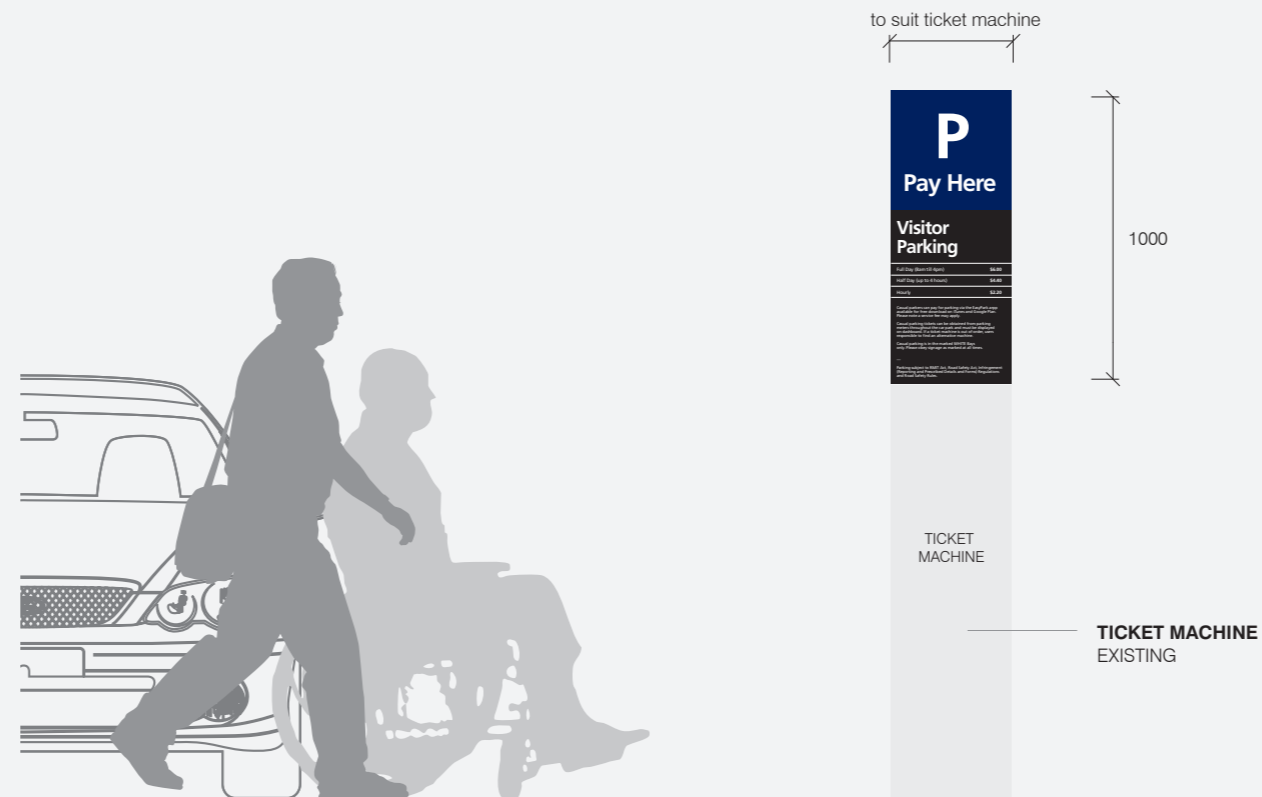
Sign to be fixed above new or existing ticket machine.

#### General Notes

Sign is single sided

Elevation is typical and indicative only.

Message is indicative only.



⊖ TYPICAL FRONT ELEVATION  
(Scale 1:25)

# S.18

## Ticketing Information

### Typical Graphic Setout and Construction Detail

#### Specification Details

20mm deep fabricated sign form from 3mm folded powdercoated in matte black and RMIT blue (to match PMS 2757), with profile cut vinyl graphics in matte white applied to panel.

Sign fixed to new or existing ticket machine with concealed fixings as required.

Message is indicative only. All text to be confirmed prior to manufacture.



TYPICAL GRAPHIC SETOUT  
(Scale 1:5)

# Wayfinding, Information and Room Signs

## S.20

# Indigenous Recognition Sign

### Overview

#### Description

Sign to provide indigenous recognition messaging in line with RMIT's Inclusion, Diversity, Equity and Accessibility (IDEA) Framework, and Responsible Practice throughout campuses and buildings.

#### Illumination

No

#### Digital

No

#### Data

No

#### Mounting Height

1600mm AFFL to the bottom edge of sign. Ensure 100mm clear space around sign.



## S.20

# Indigenous Recognition Sign

## Placement Principles

### How to Locate Overview

Sign typically located at building entrances throughout campuses, co-located with building entry signs.

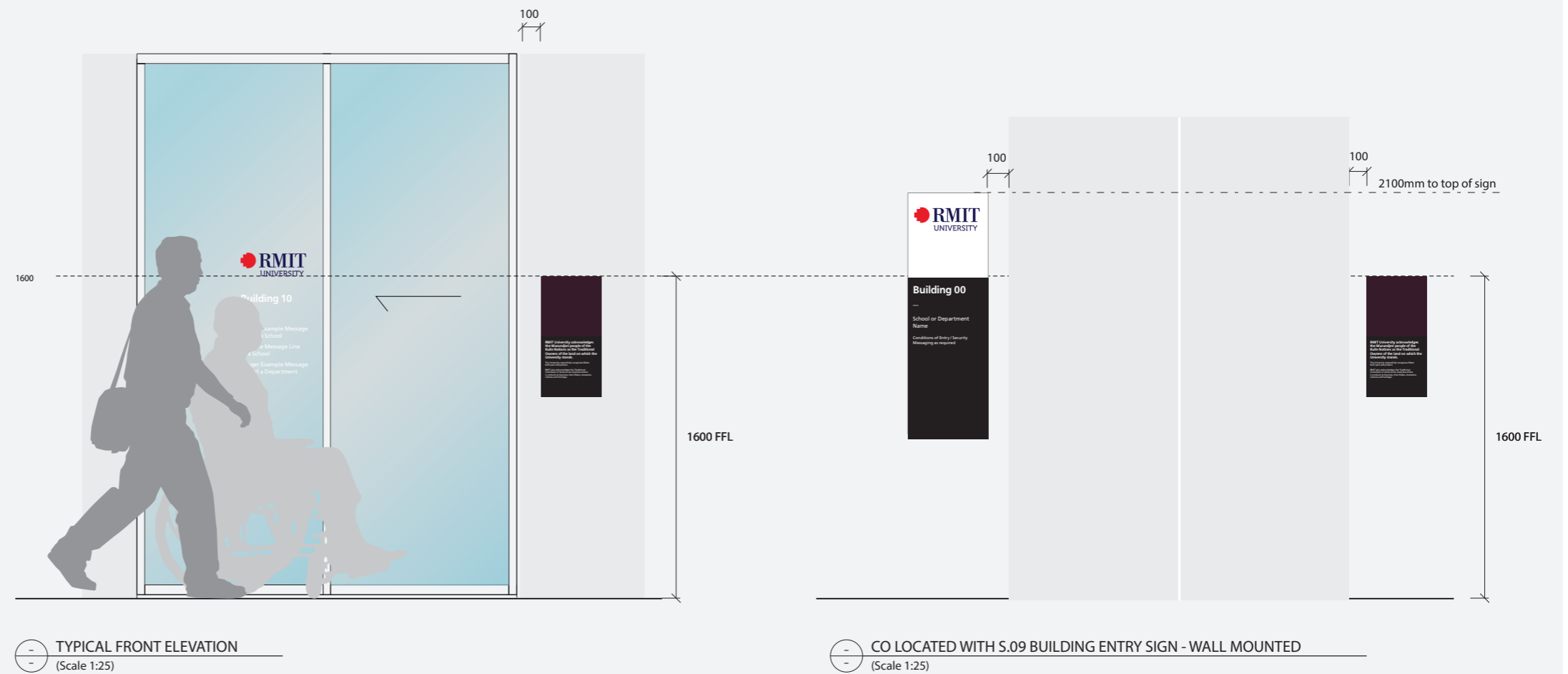
### How to Locate

#### – at entries with glazing

Locate on closest solid wall, latch side, with 100mm clear space to edge of glazing.

#### – at entries without glazing

Co-locate with S.09 Building Entry Sign - Wall Mounted.



# S.20

## Indigenous Recognition Sign

### Typical Graphic Setout

#### Specification Details

3mm powdercoated aluminium panel with profile cut vinyl graphics, surface mounted direct to wall.

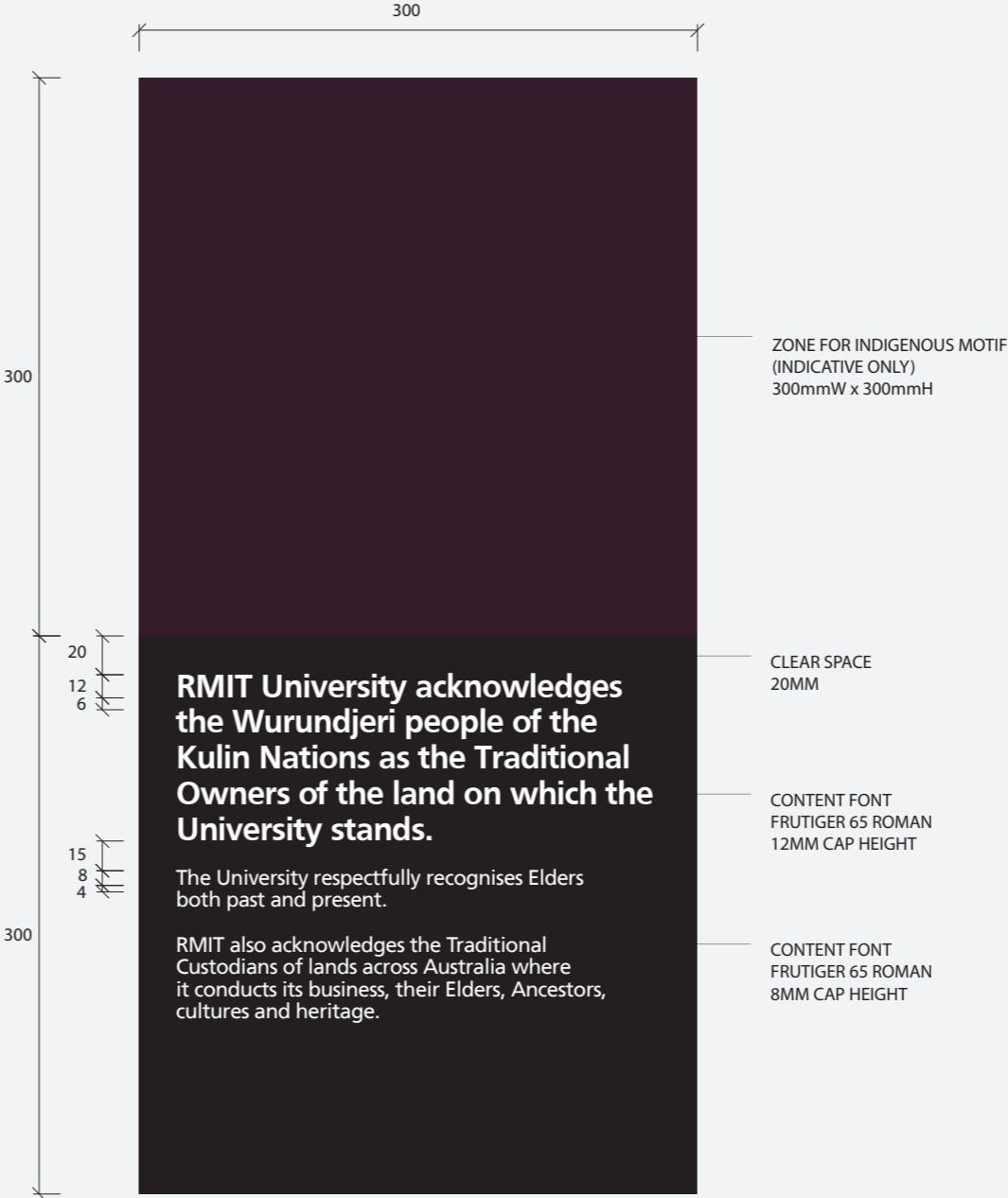
Panel to be black with white text. Colour palette can invert to achieve 30% contrast to background if required.

When applied to a glazed wall, apply a profile cut vinyl patch to inside face of glazing to conceal adhesive. Vinyl colour to match panel colour.

#### Sign Content

Message is typical and indicative only. Sign content to be provided and approved by RMIT prior to manufacture.

Zone for indigenous motif is shown indicatively. Motif to be supplied by RMIT. Artwork application method to suit motif design.



TYPICAL GRAPHIC SETOUT  
(Scale 1:4)



# S.21 / S.22

## Digital Display

### Overview

#### Description

The following is an overview of the Digital Display sign type variations.

#### Illumination

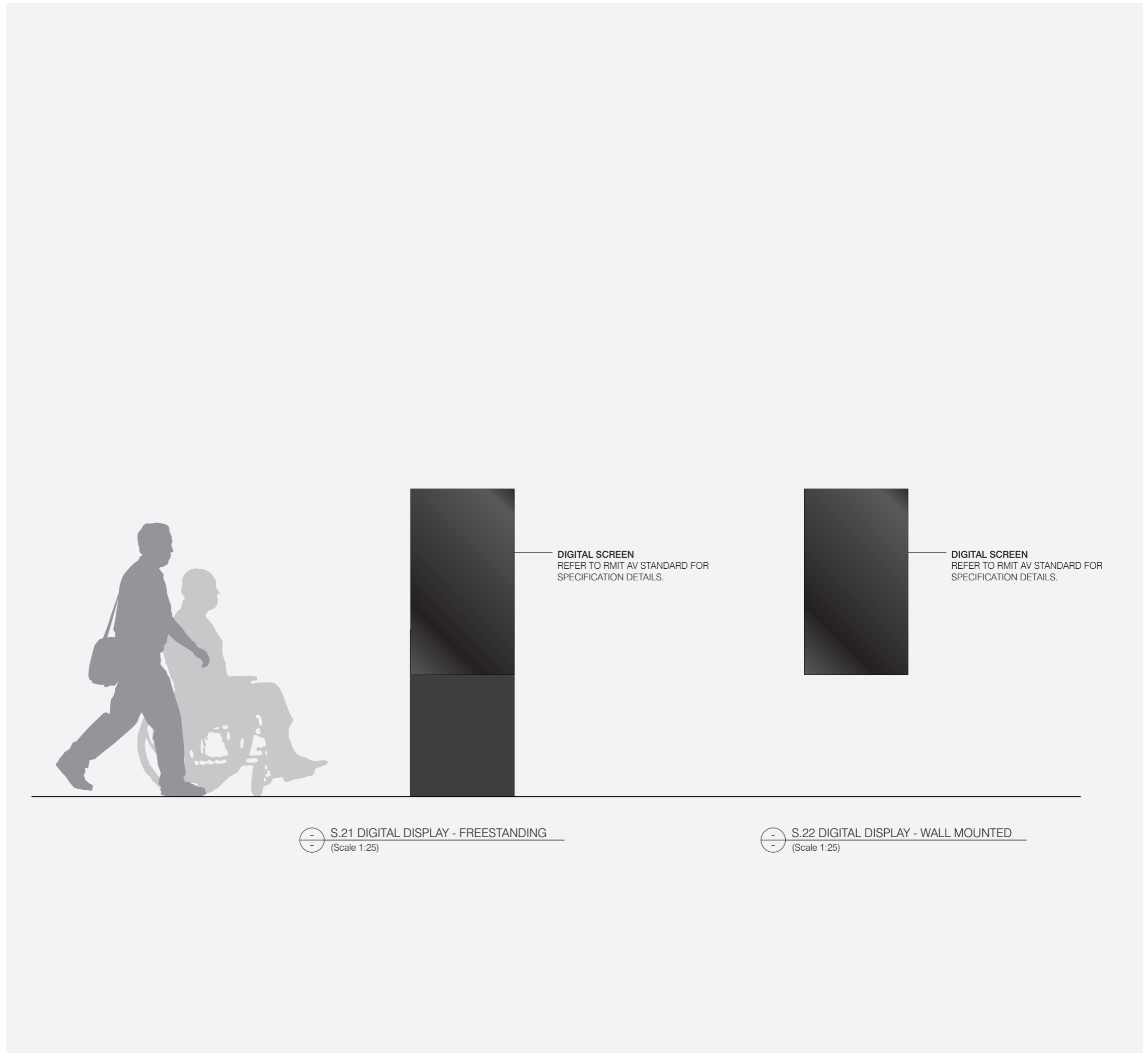
Yes

Digital	Data
Yes	Yes

Refer to RMIT AV Standard for screen specification details.

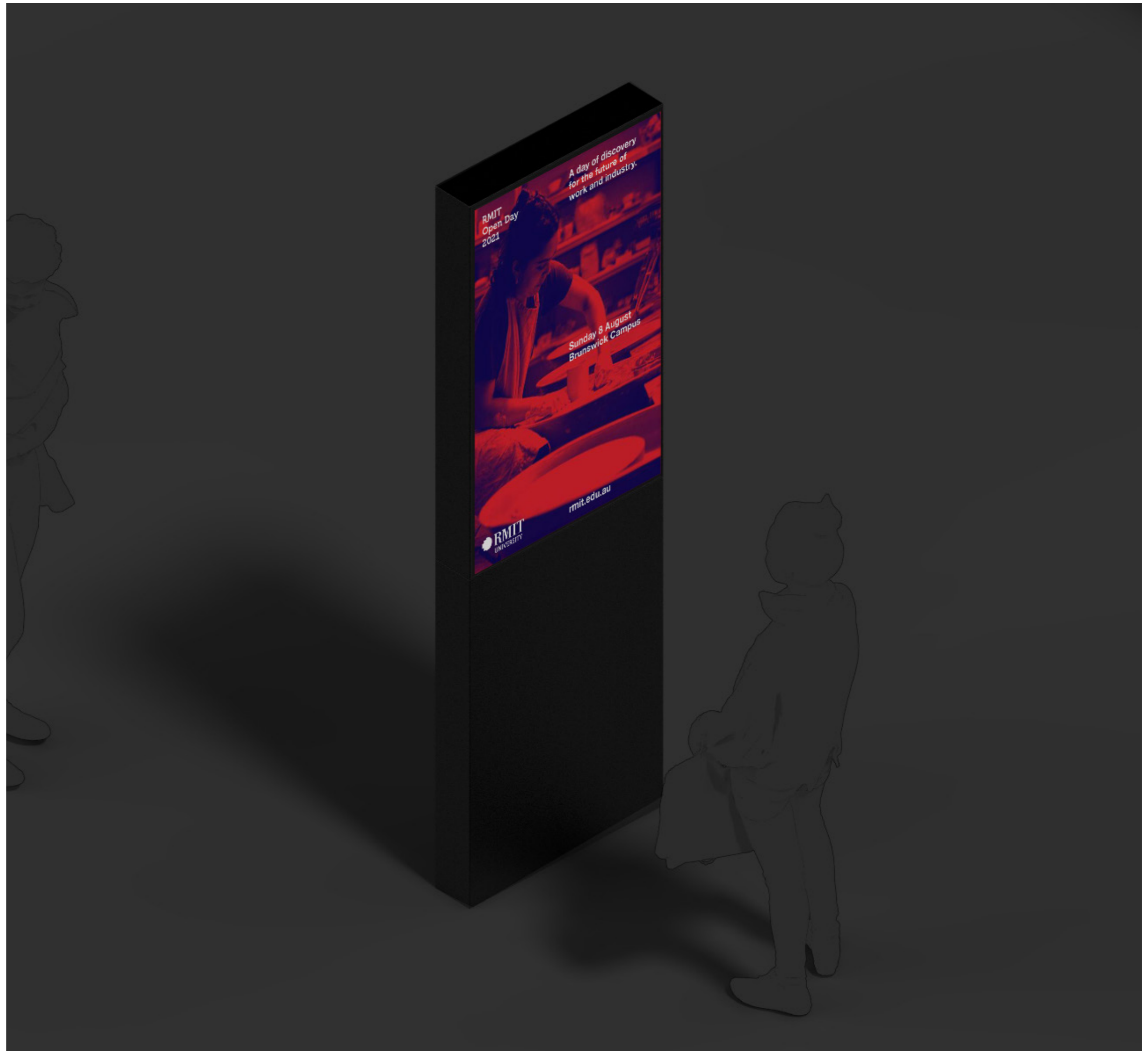
Digital content, functionality and software to be developed by digital/AV team to suit specific location and functional requirements.

Digital display to have an IP rating to suit RMIT AV standards and proposed location.



## S.21

Digital Display  
Free-standing Totem



# S.21

## Digital Display

### Free-standing Totem

#### Overview

**Description**  
Free-standing digital screen providing dynamic content such as wayfinding, advertising and event information.

**Illumination**  
Yes

**Digital**                      **Data**  
Yes                                      Yes

Refer to RMIT AV Standard for screen and media player specifications.

Digital content, functionality and software to be developed by digital/AV team to suit specific location and functional requirements.

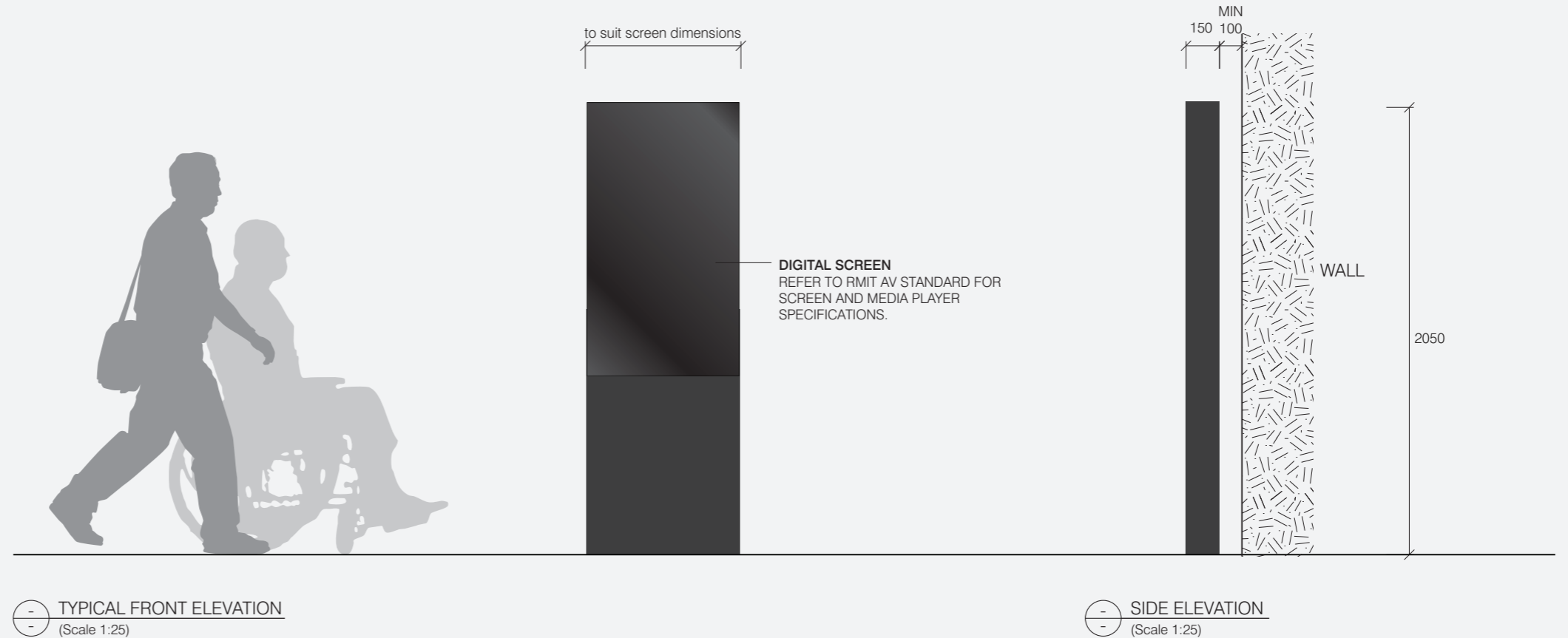
Digital display to have an IP rating to suit RMIT AV standards and proposed location.

**Placement**  
To suit location and conditions.

Ensure 100mm clear space around sign, min 100mm to wall.

**General Notes**  
Sign is single sided.

Elevation is typical and indicative only.



# S.21

## Digital Display

### Free-standing Totem

#### Construction Detail

##### Specification Details

###### Screen Housing

3mm folded powdercoated aluminium housing, with internal subframe as required. Housing to be seamless and painted black. All fixings to be fully concealed.

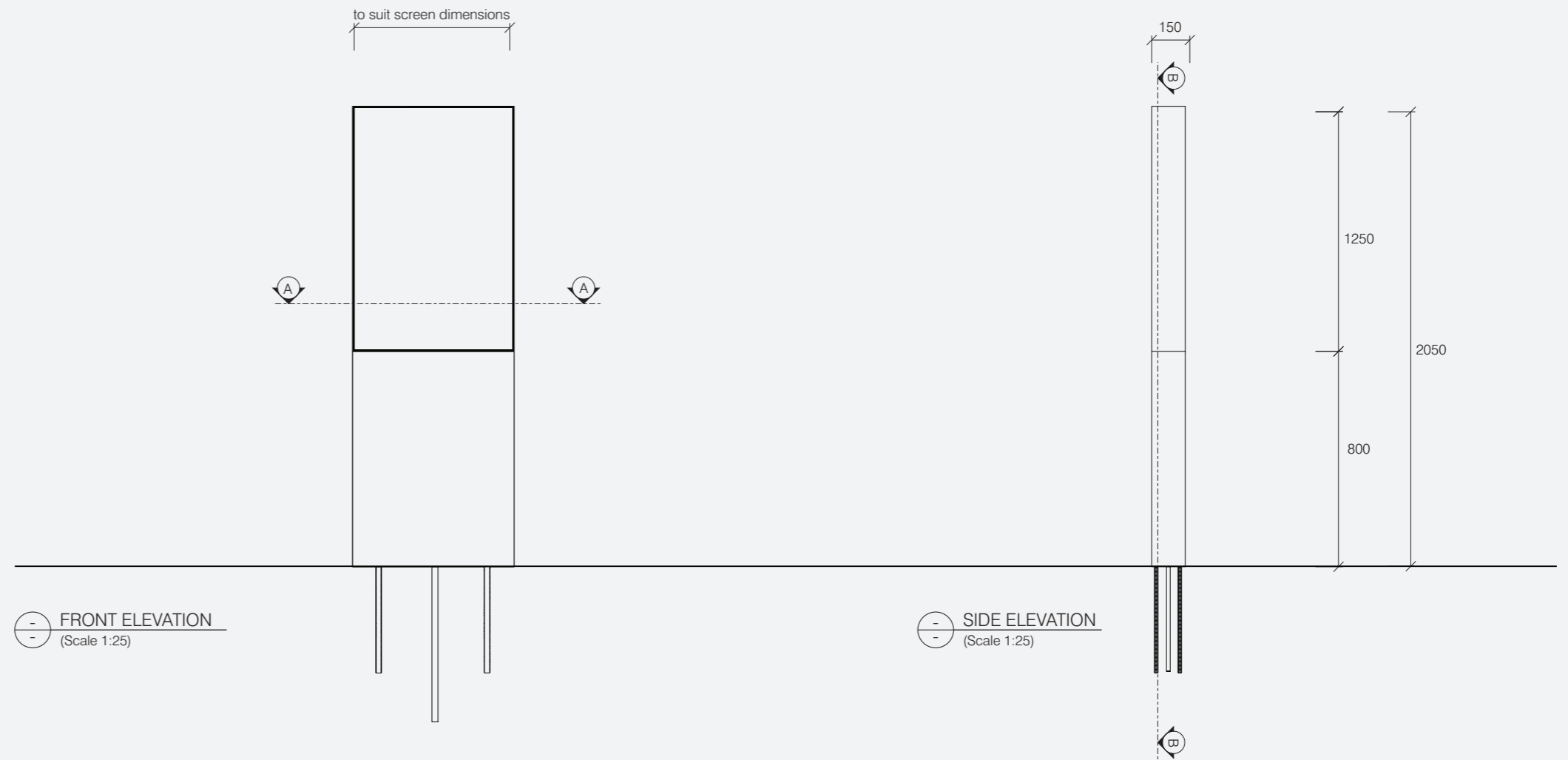
Refer to RMIT AV Standard for screen and media player specifications.

Digital display to have an IP rating to suit RMIT AV standards and proposed location.

Sign form fixed to concealed baseplate.

Signage contractor to ensure adequate ventilation and allowance for screen and media player to be removable / serviceable.

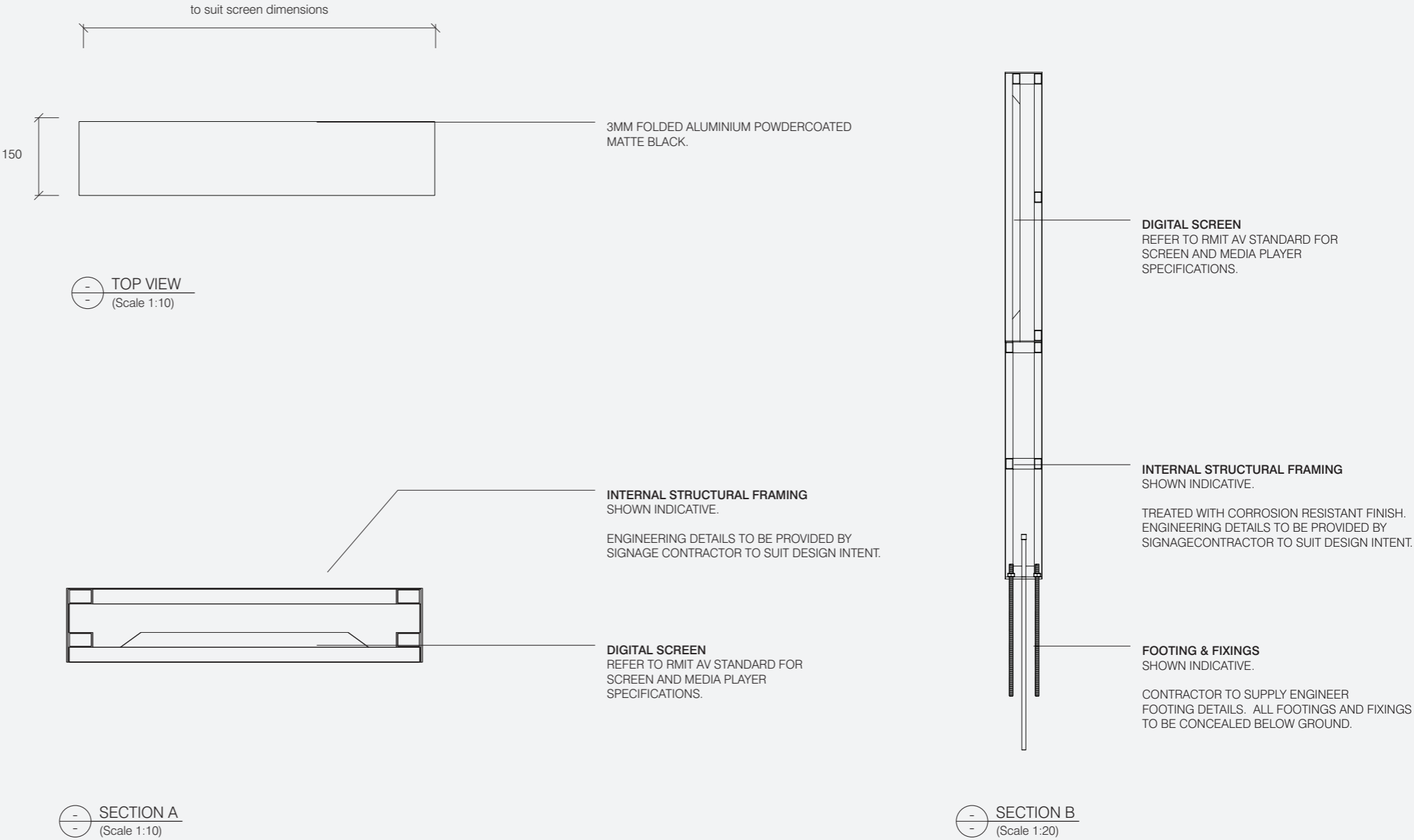
Details shown convey design intent only and are subject to engineering certification.



**S.21**  
 Digital Display  
 Free-standing Totem

Construction Detail

Details shown convey design intent only and are subject to engineering certification.



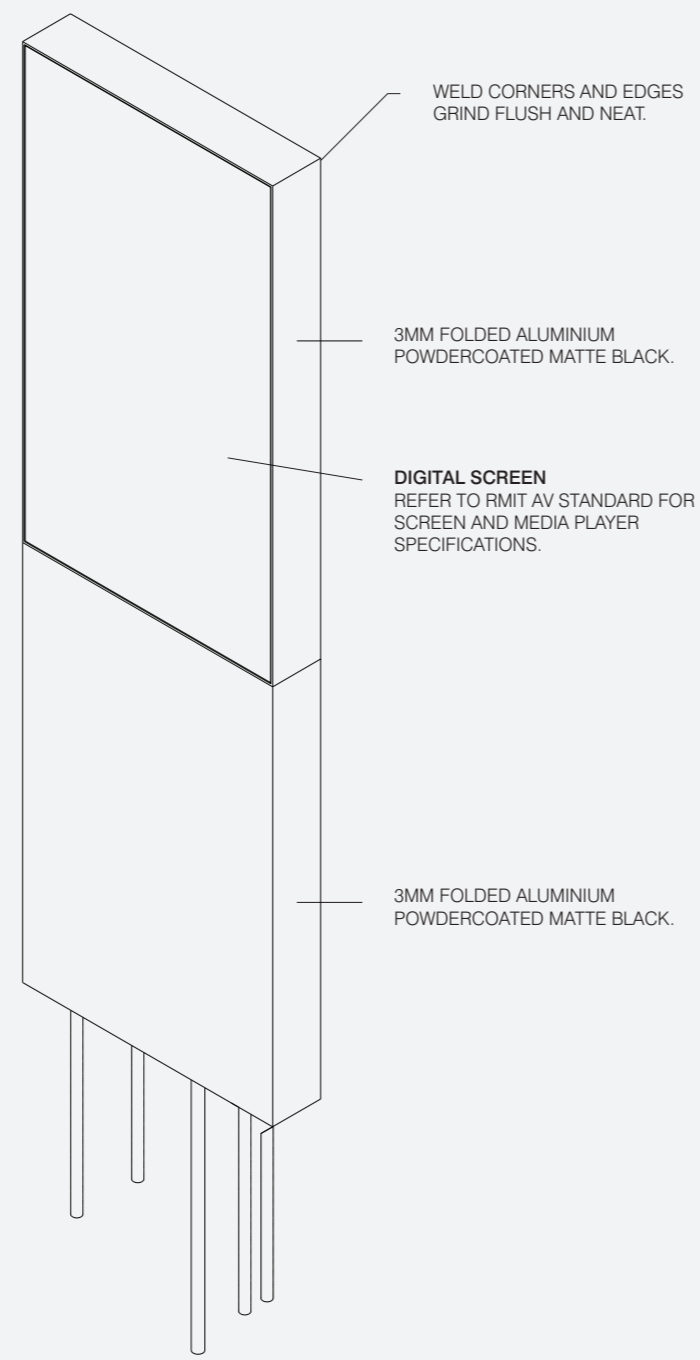
# S.21

## Digital Display

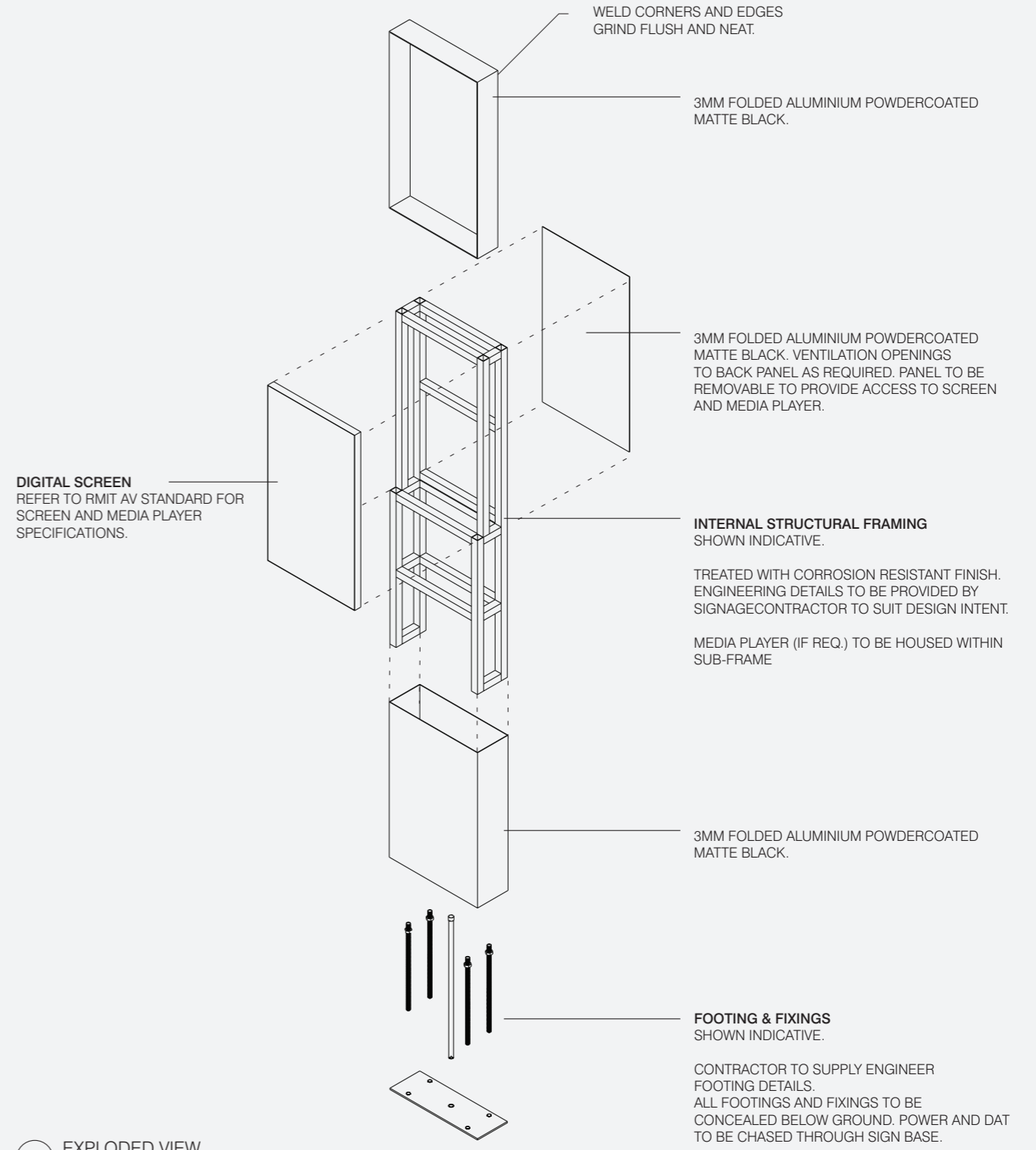
### Free-standing Totem

#### Construction Detail

Details shown convey design intent only and are subject to engineering certification.



ISOMETRIC  
(NTS)



EXPLODED VIEW  
(NTS)

## S.22

Digital Display  
Free-standing Totem



## S.22

### Digital Display Wall Mounted

#### Overview

##### Description

Wall mounted digital screen providing dynamic content such as wayfinding, advertising and event information.

##### Illumination

Yes

##### Digital

Yes

##### Data

Yes

Refer to RMIT AV Standard for digital screen and media player specification.

Digital content, functionality and software to be developed by digital/AV team to suit specific location and functional requirements.

Digital display to have an IP rating to suit RMIT AV standards and proposed location.

##### Placement

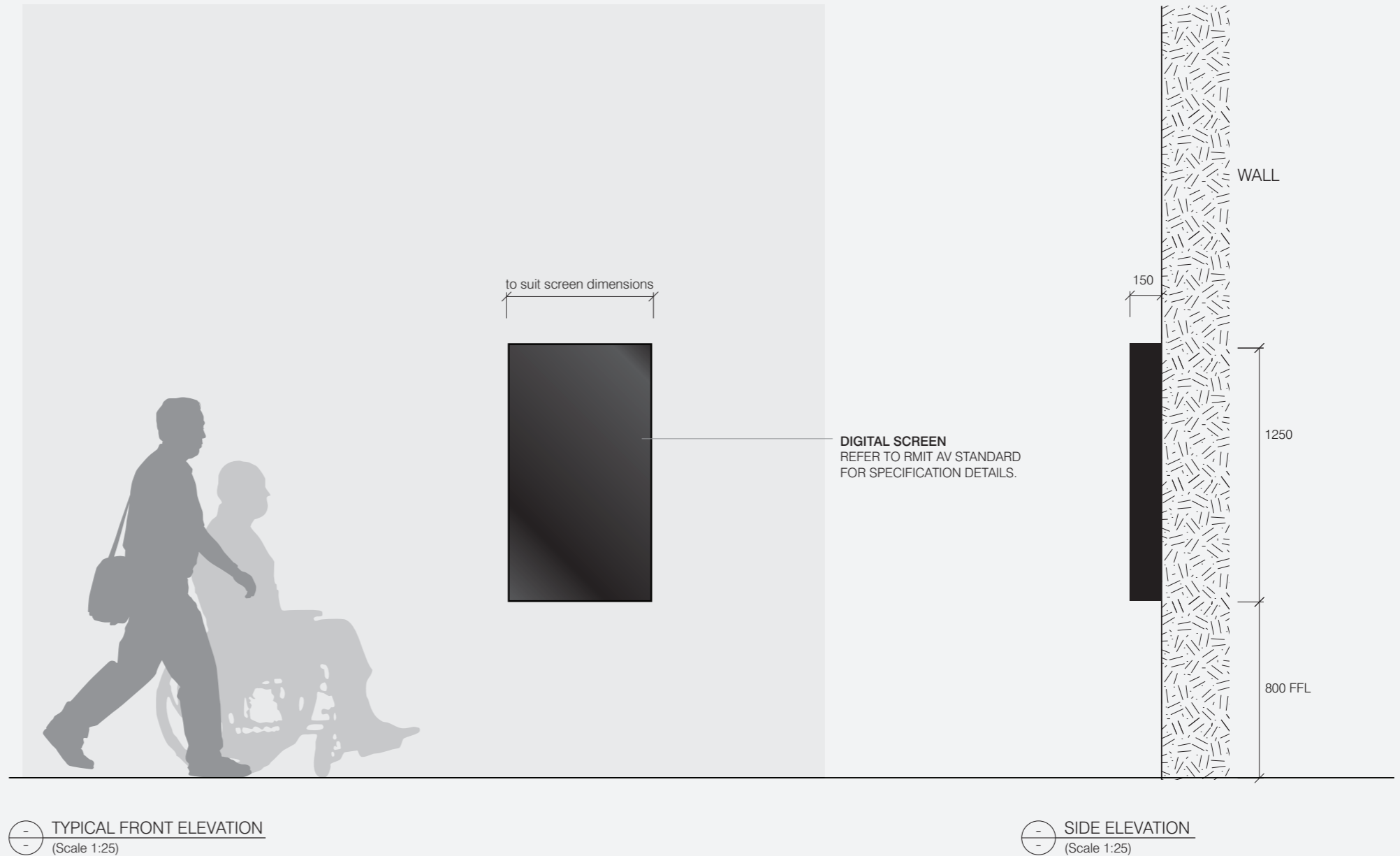
To suit location and conditions.

##### Mounting Height

800mm from FFL to the bottom edge of sign.  
Ensure 100mm clear space around sign.

##### General Notes

Elevation is typical and indicative only.





# S.22

## Digital Display Wall Mounted

### Construction Detail

#### Specification Details

##### Screen Housing

3mm folded powdercoated aluminium housing, with internal subframe as required. Housing to be seamless and painted black. All fixings to be fully concealed.

Refer to RMIT AV Standard for screen and media player specifications.

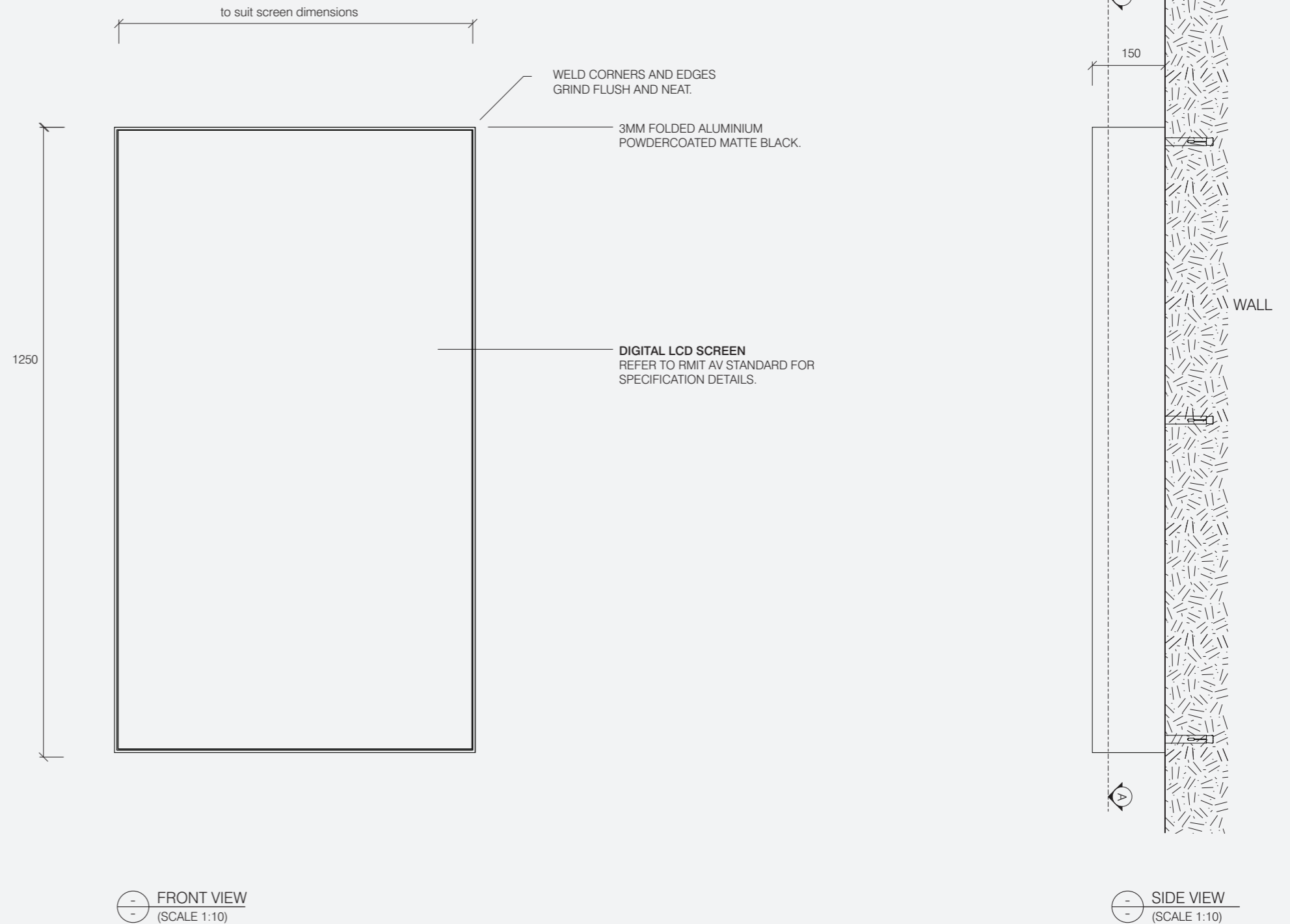
Digital display to have an IP rating to suit RMIT AV standards and proposed location.

Screen to be mounted in portrait format.

Signage contractor to ensure adequate ventilation and allowance for screen and media player to be removable / serviceable. Power and data conduit to be chased into wall. If chasing is not possible, run conduit down from ceiling above, surface mounting conduit and painting to match substrate.

Ensure adequate structural support is provided within wall at mounting point.

Details shown convey design intent only and are subject to engineering certification.

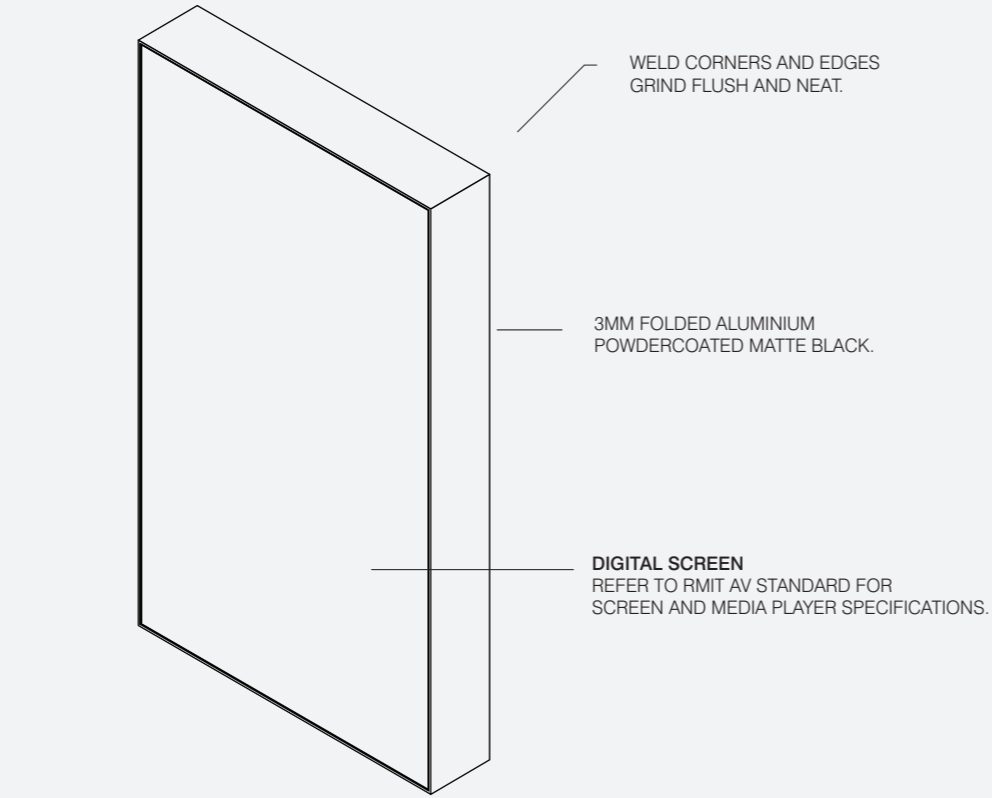


# S.22

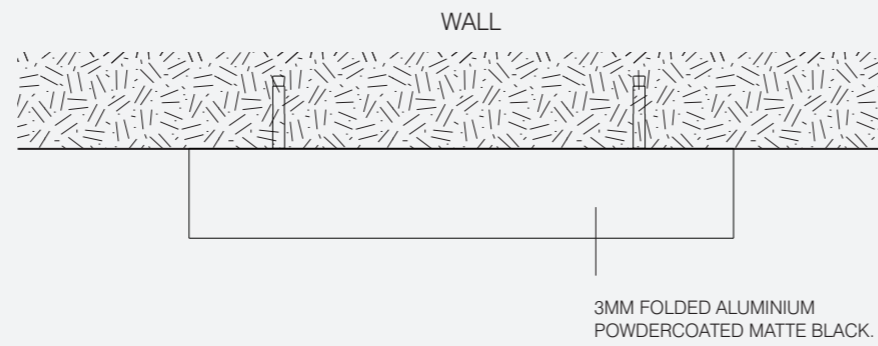
## Digital Display Wall Mounted

### Construction Detail

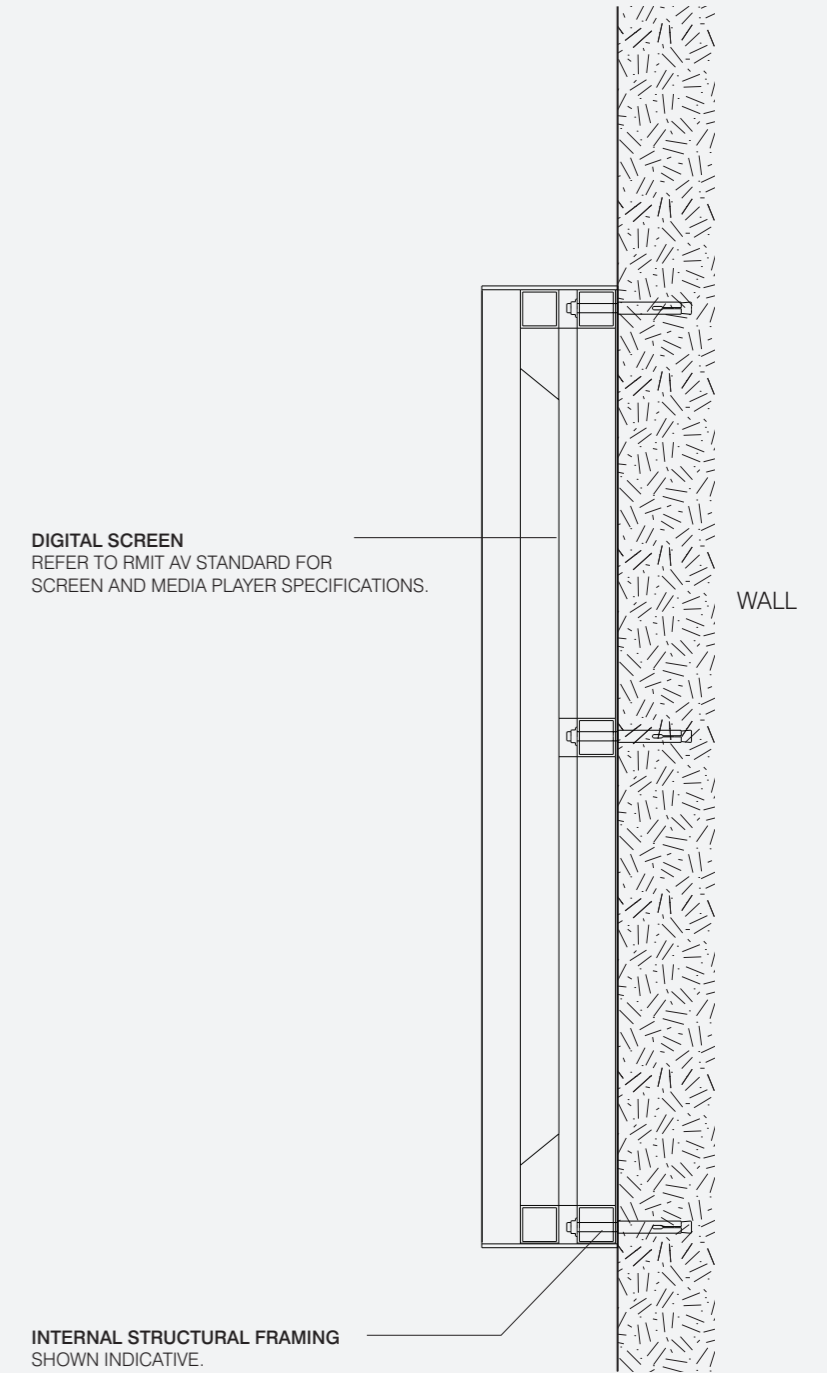
Details shown convey design intent only and are subject to engineering certification.



ISOMETRIC  
(SCALE NTS)



TOP VIEW  
(SCALE 1:10)



ENGINEERING DETAILS TO  
BE PROVIDED BY SIGNAGE  
CONTRACTOR TO SUIT DESIGN INTENT.

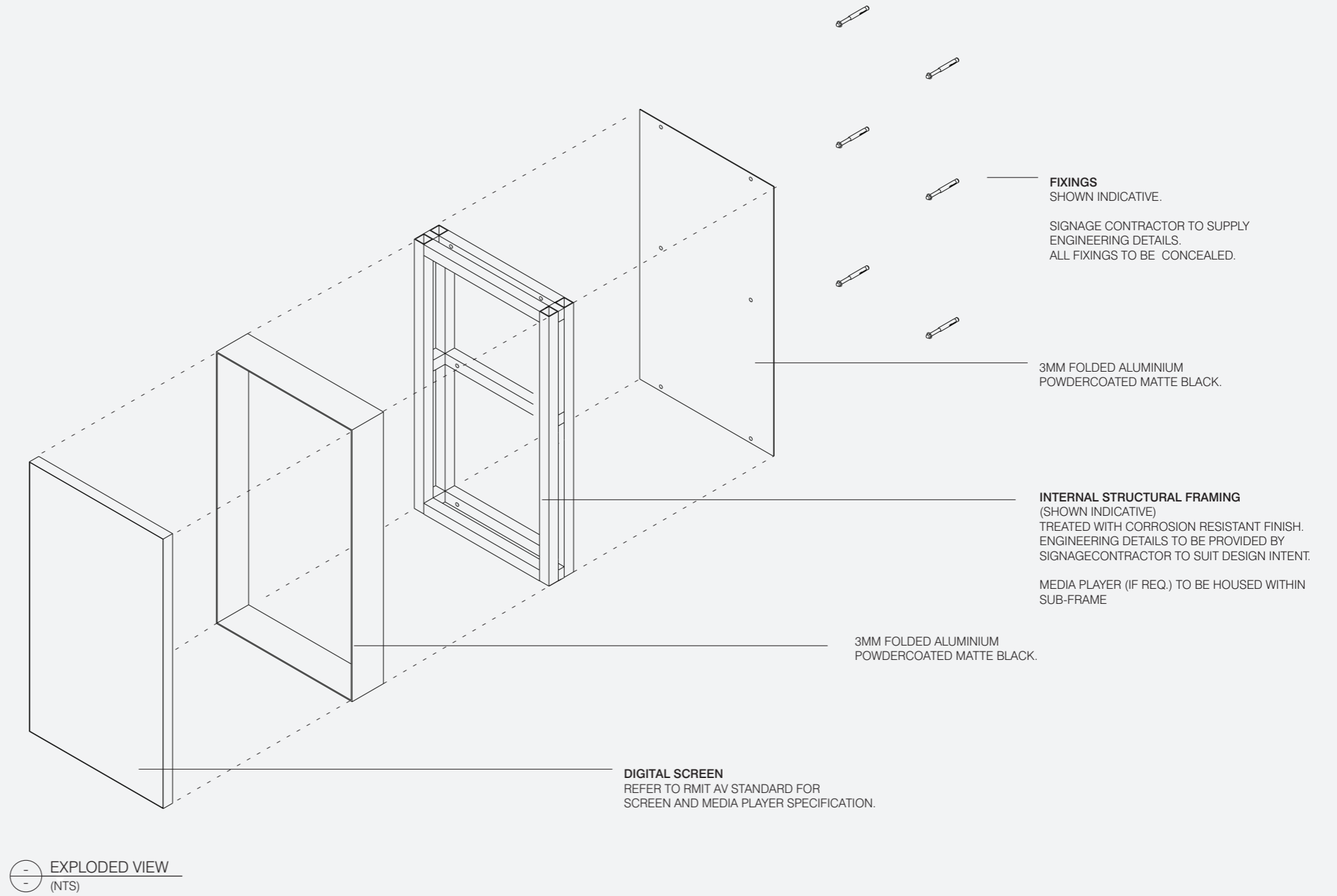
SECTION A  
(SCALE 1:10)

# S.22

## Digital Display Wall Mounted

### Construction Detail

Details shown convey design intent only and are subject to engineering certification.



# S.23 / S.24

## Pedestrian Directional Signs Pole Mounted

### Overview

#### Description

The following is an overview of Pedestrian Directional - Pole Mounted Sign type variations.

#### Illumination

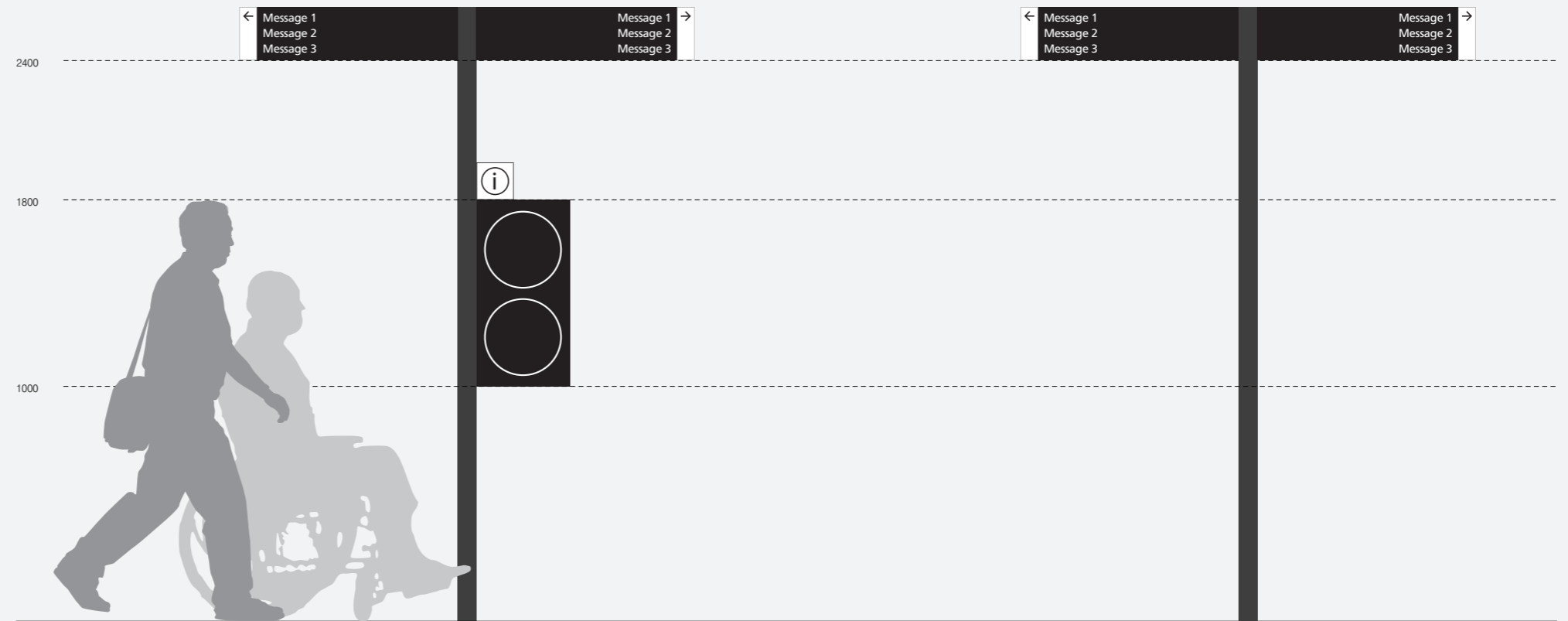
No


#### Digital


No

#### Data

No



 S.23 PEDESTRIAN DIRECTIONAL WITH MAP - POLE MOUNTED  
(Scale 1:25)

 S.24 PEDESTRIAN DIRECTIONAL - POLE MOUNTED  
(Scale 1:25)

## S.23 / S.24

### Pedestrian Directional Signs Pole Mounted

#### Panel

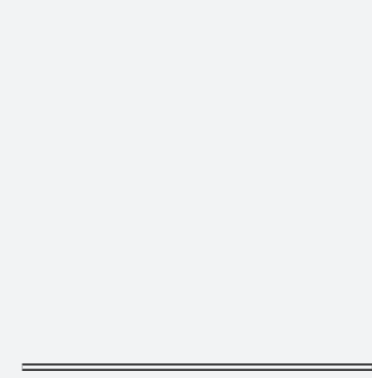
#### General Notes

The following diagrams show the variations for messaging for multiple directions and panels.

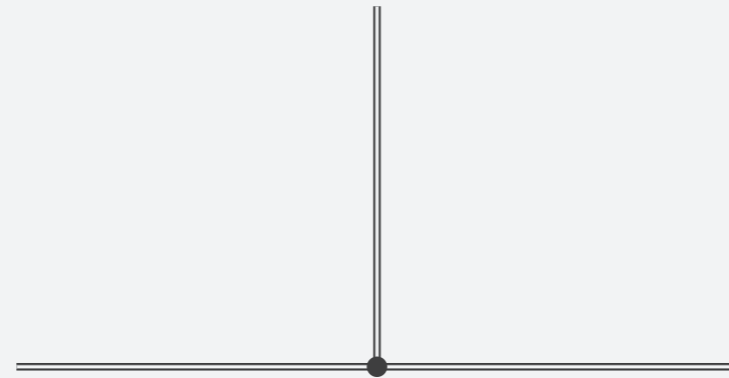
A min 90' angle is to be maintained between panels to ensure legibility.



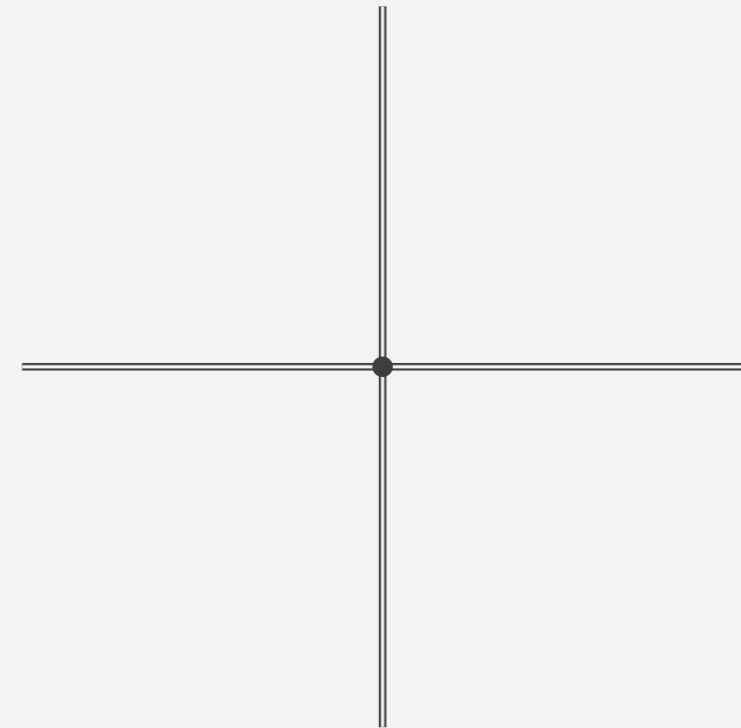
TOP ELEVATION: TYPICAL TWO DIRECTION SIGN 1  
(Scale 1:25)



TOP ELEVATION: TYPICAL TWO DIRECTION SIGN 2  
(Scale 1:25)



TOP ELEVATION: TYPICAL THREE DIRECTION SIGN  
(Scale 1:25)



TOP ELEVATION: TYPICAL FOUR DIRECTION SIGN  
(Scale 1:25)

## S.23 / S.24

### Pedestrian Directional Signs Pole Mounted

#### Typical Graphic Setout

This is an overview of typical setouts for the following sign types:

- S.15 Vehicular Directional Sign - Suspended
- S.23 Pedestrian Directional Sign with Map - Pole Mounted
- S.24 Pedestrian Directional Sign - Pole Mounted
- S.26 Pedestrian Directional Sign - Suspended

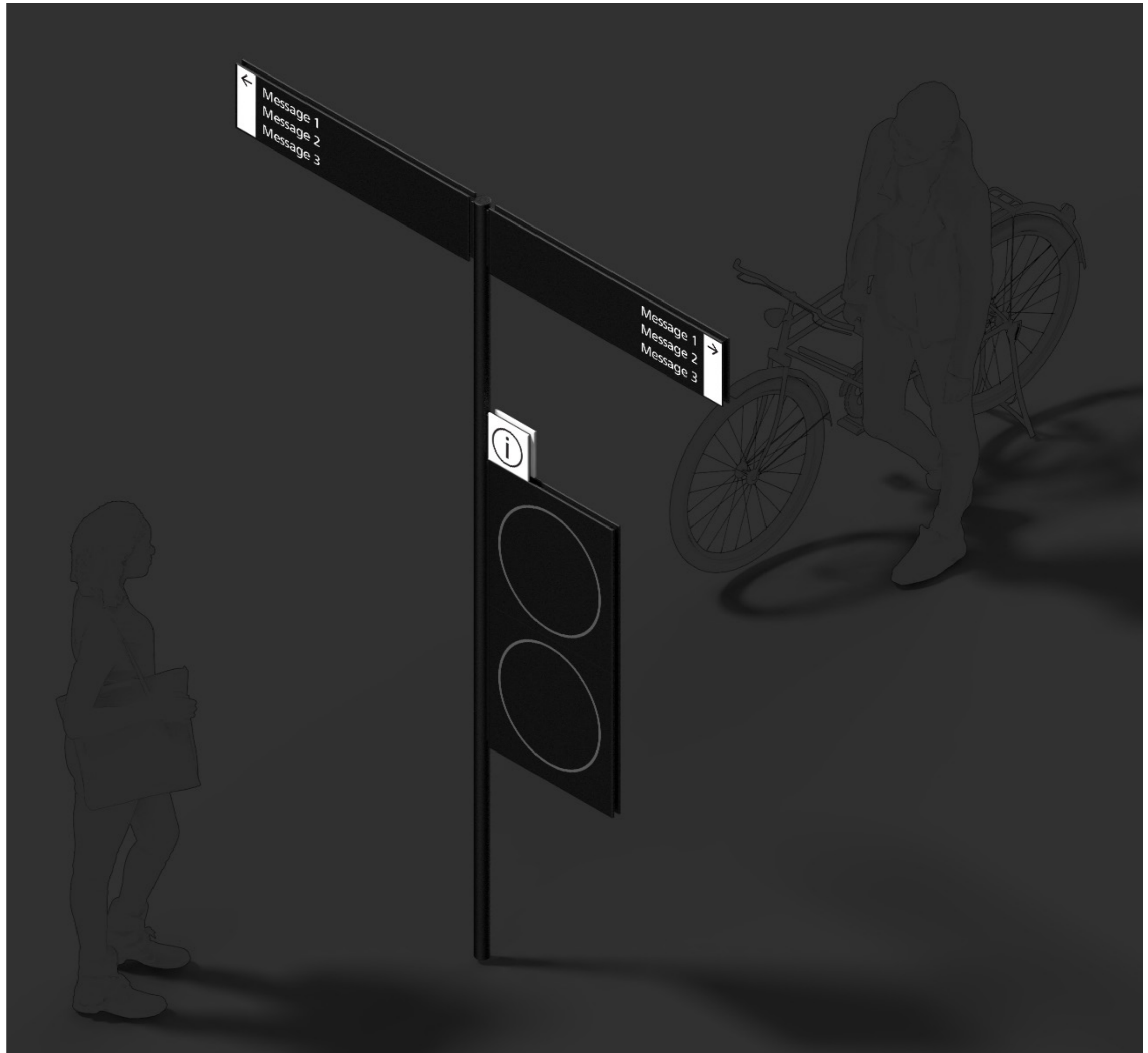
#### General Notes

Message is indicative only.



## S.23

### Pedestrian Directional Sign with Map Pole Mounted







## S.23

### Pedestrian Directional Sign with Map Pole Mounted

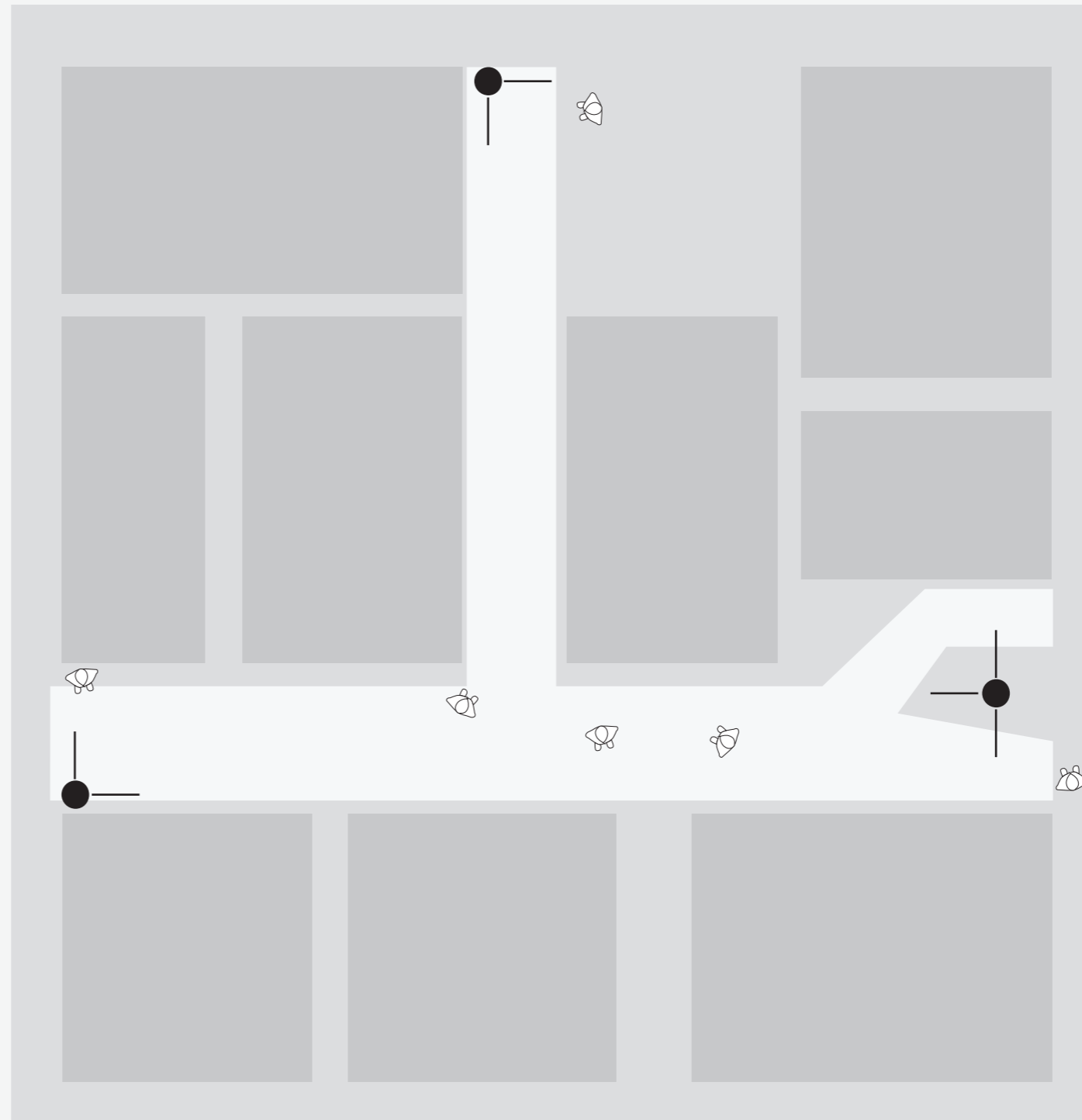
#### Placement Principles

##### How to Locate

Sign to be located at key decision points at campus entries and throughout the campus, where a map is required to assist with navigation.

Sign should be placed in the most suitable position with consideration to site specific conditions, and should not obstruct pedestrian circulation, or views to pedestrian routes and crossings.

Ensure sightlines aren't obstructed by buildings or effected by environmental factors such as glare or landscaping.



⊖ TYPICAL PLACEMENT  
(NTS - DIAGRAMMATIC ONLY)

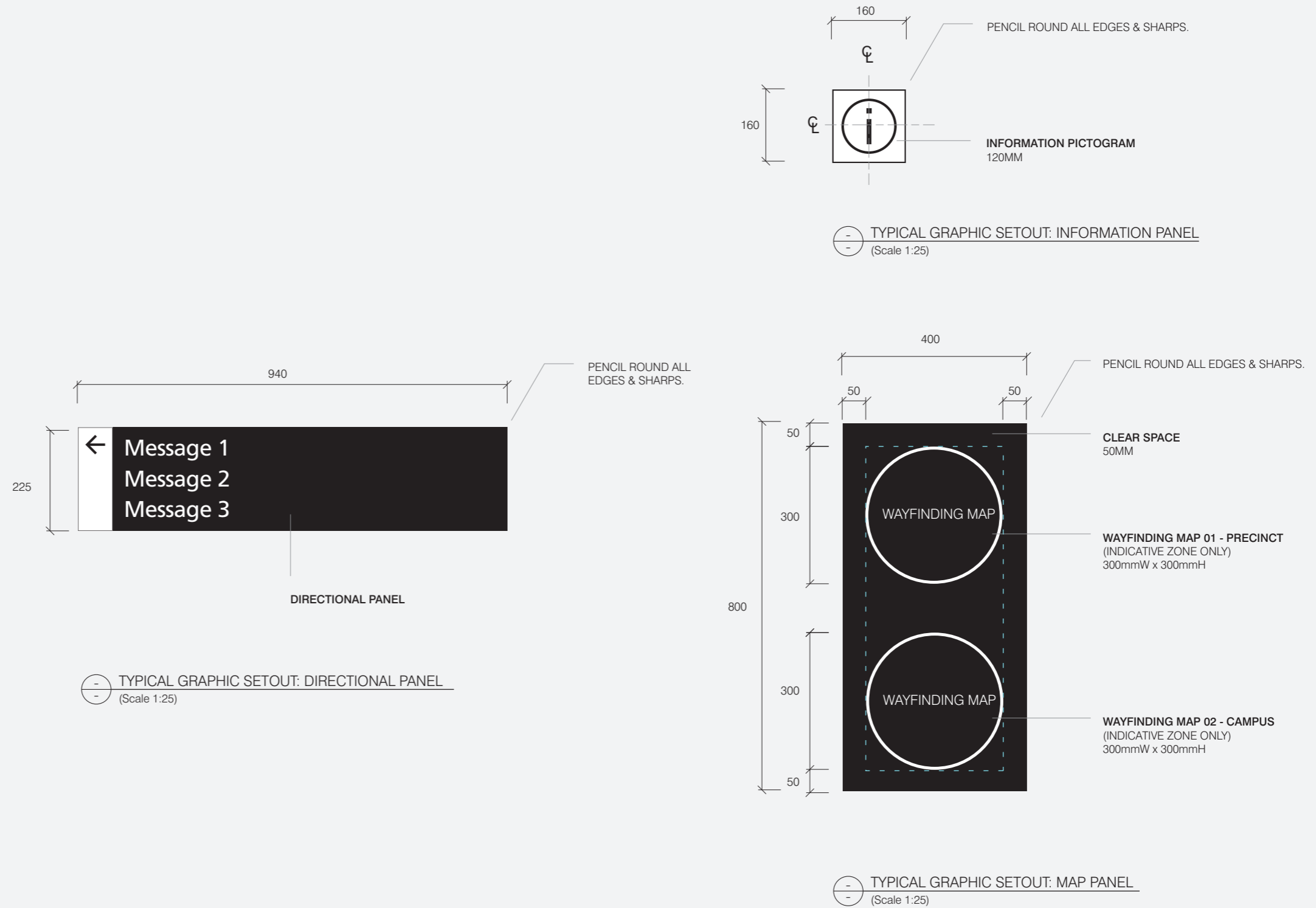
# S.23

## Pedestrian Directional Sign with Map Pole Mounted

### Typical Graphic Setout

#### General Notes

Message and map is shown indicatively only. Map artwork to be developed on project specific basis.



## S.23

# Pedestrian Directional Sign with Map Pole Mounted

## Construction Detail

### Specification Details

#### — Directional and Map Panels

3mm matte black aluminium panels with profile cut vinyl graphics in matte white, mounted to front and back face of 20mm SHS subframe. Clear overlamine to map panels.

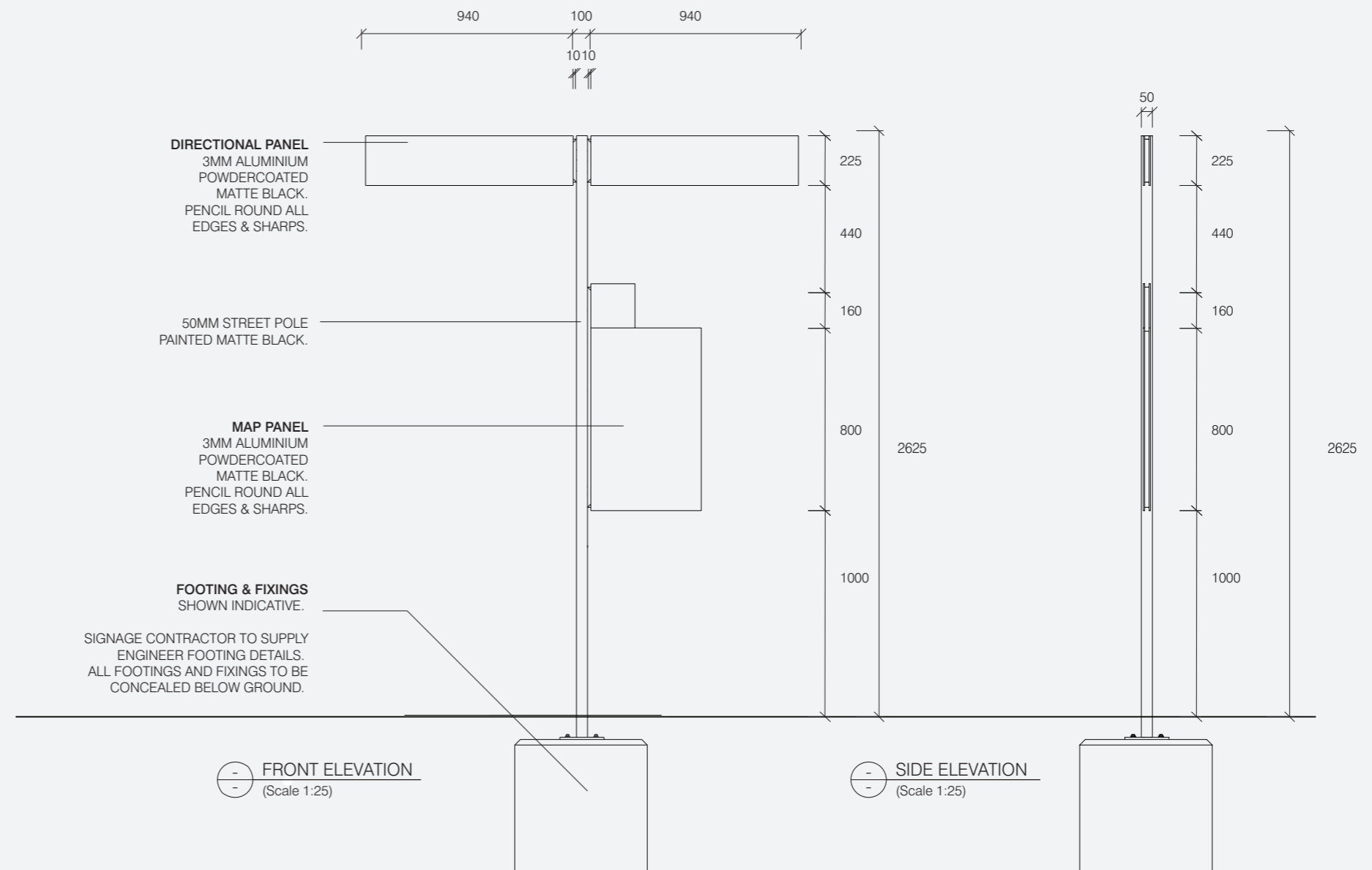
#### — Pole & Footing

100x100 SHS section sign post.

All footings and fixings to be concealed below ground.

Signage contractor to supply engineering footing details.

Details shown convey design intent only and are subject to engineering certification.



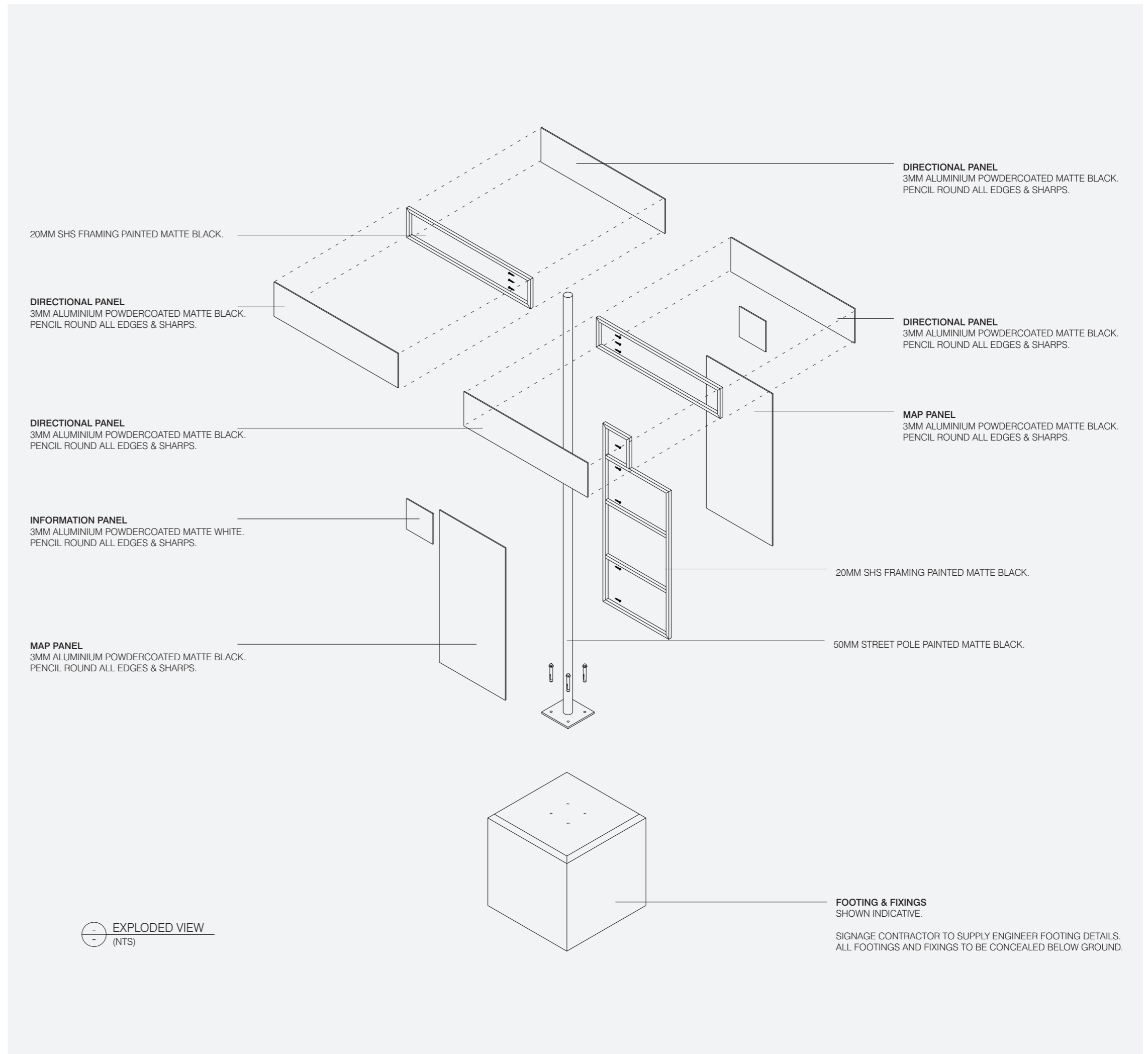
# S.23

## Pedestrian Directional Sign with Map Pole Mounted

### Construction Detail

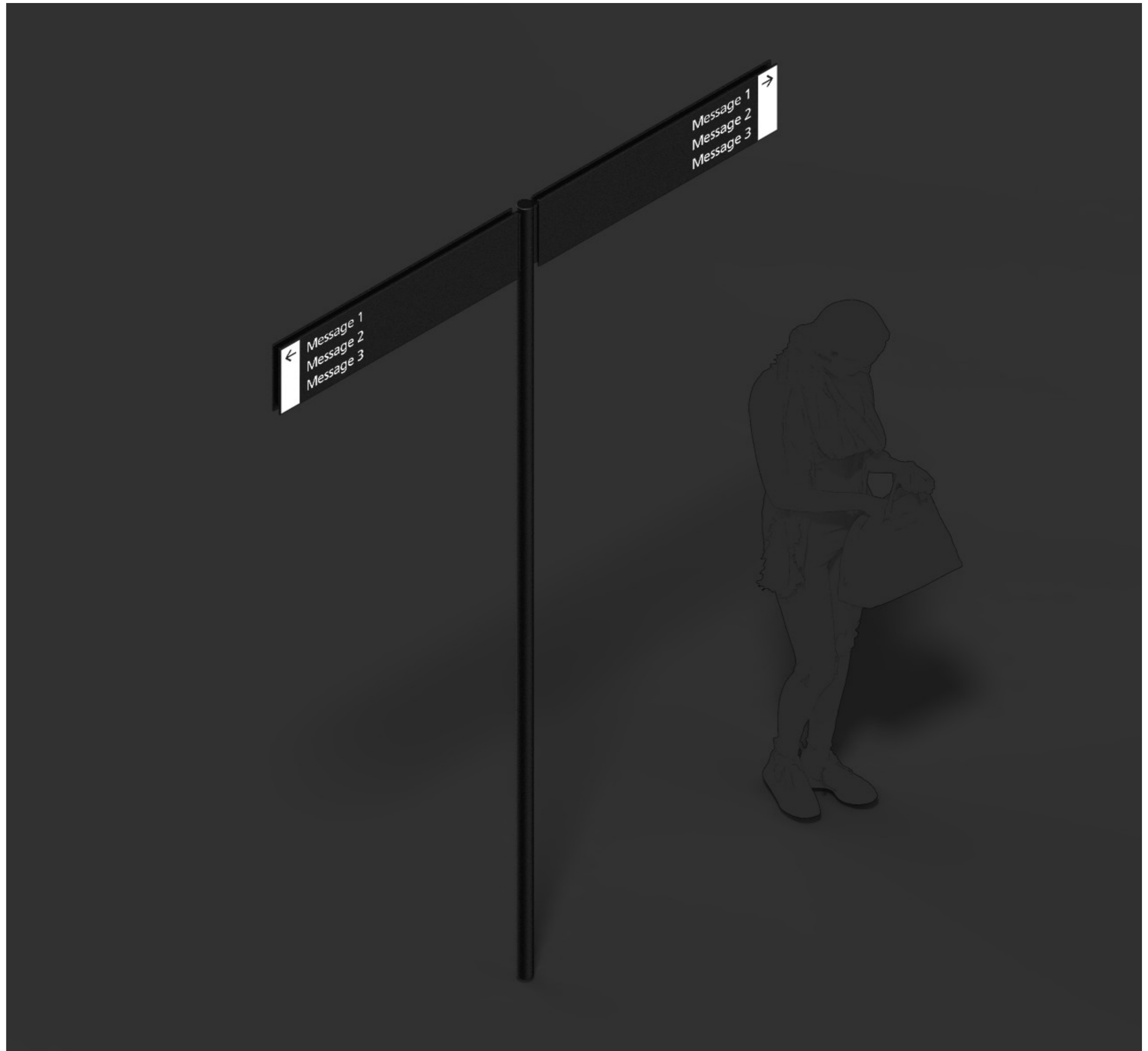
#### Specification Details

Details shown convey design intent only and are subject to engineering certification.



## S.24

### Pedestrian Directional Sign Pole Mounted



# S.24

## Pedestrian Directional Sign Pole Mounted

### Overview

#### Description

External pole mounted sign providing directional information for pedestrians at major decision points. Directs to major destinations, amenities and building entries.

#### Illumination

No

#### Digital

No

#### Data

No

#### Messaging

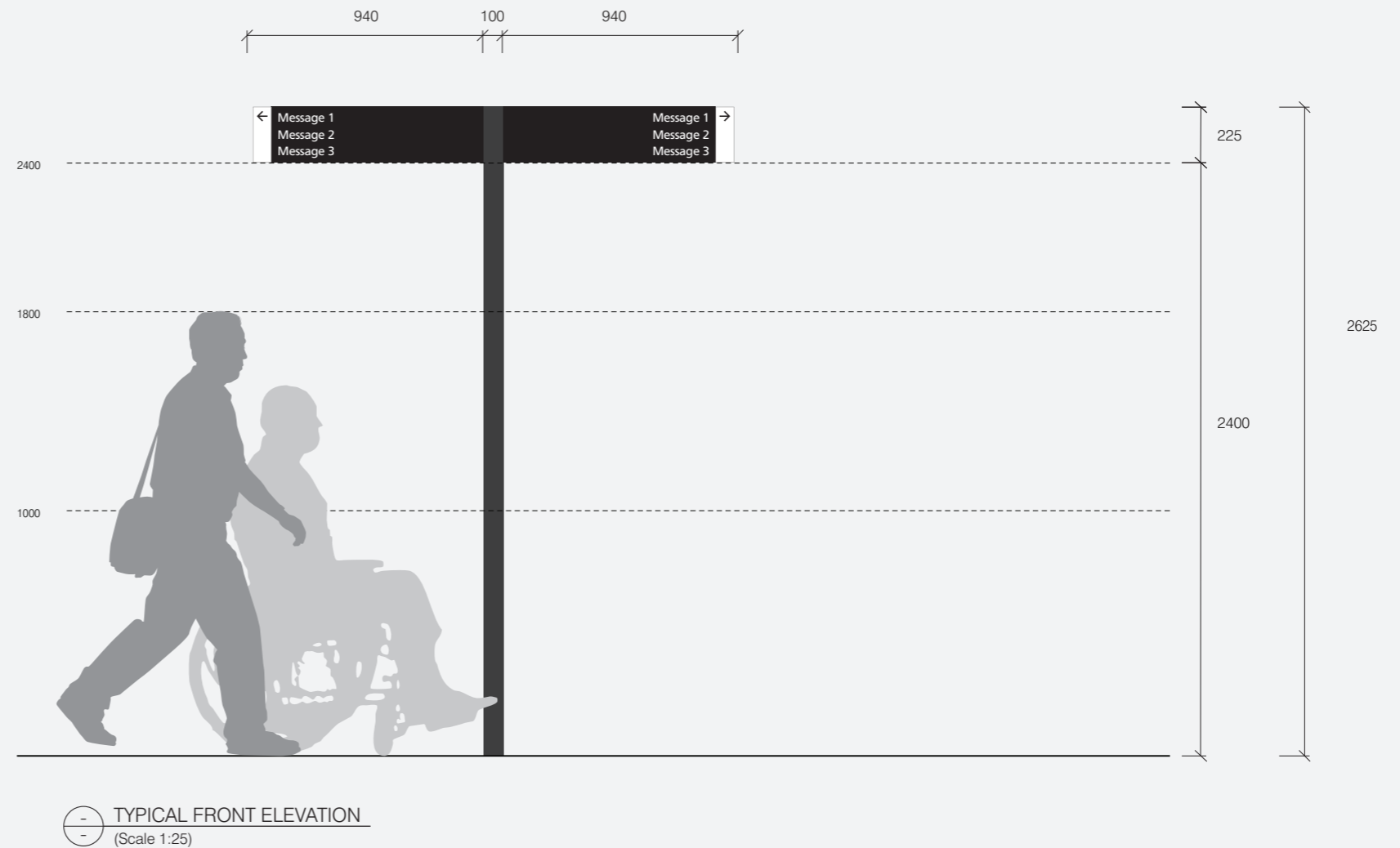
Directional signs may direct to the following destinations:

- Staff and student services and facilities
- Amenities
- Major destinations and outdoor spaces
- Buildings and Building Entries
- Lecture Theatres and Auditoriums
- Sporting facilities
- Cafes and dining
- Car parking
- Bicycle parking
- Public transport nodes
- Nearby streets

#### General Notes

All panels are double sided.

Elevation is a typical and indicative only.  
Message is indicative only.



## S.24

### Pedestrian Directional Sign Pole Mounted

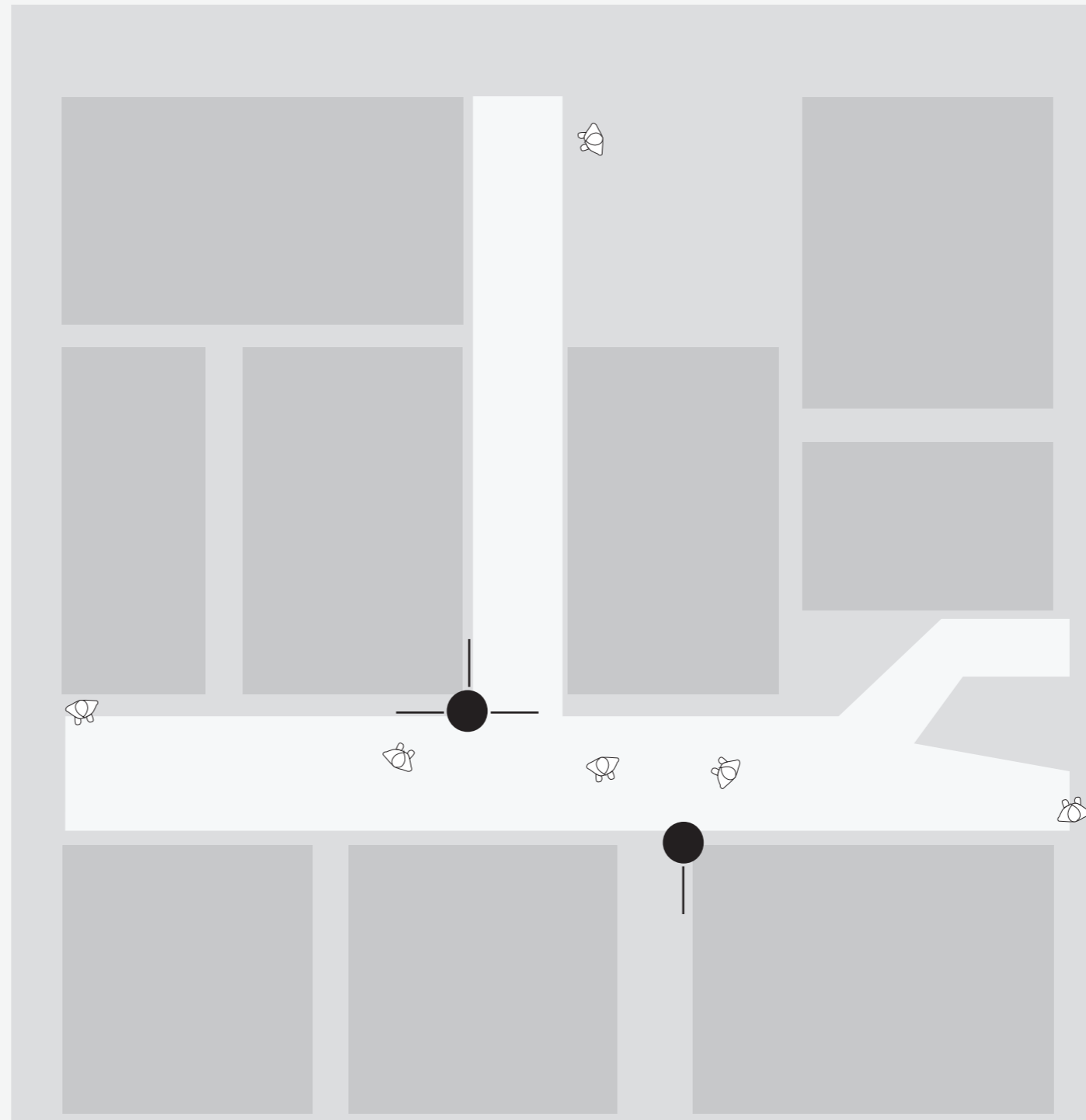
#### Placement Principles


##### How to Locate

Sign to be located at key decision points at campus entries and throughout the campus.

Sign should be placed in the most suitable position with consideration to site specific conditions, and should not obstruct pedestrian circulation, or views to pedestrian routes and crossings.

Ensure sightlines aren't obstructed by buildings or effected by environmental factors such as glare or landscaping.



 TYPICAL PLACEMENT: CAMPUS  
(NTS - DIAGRAMMATIC ONLY)

## S.24

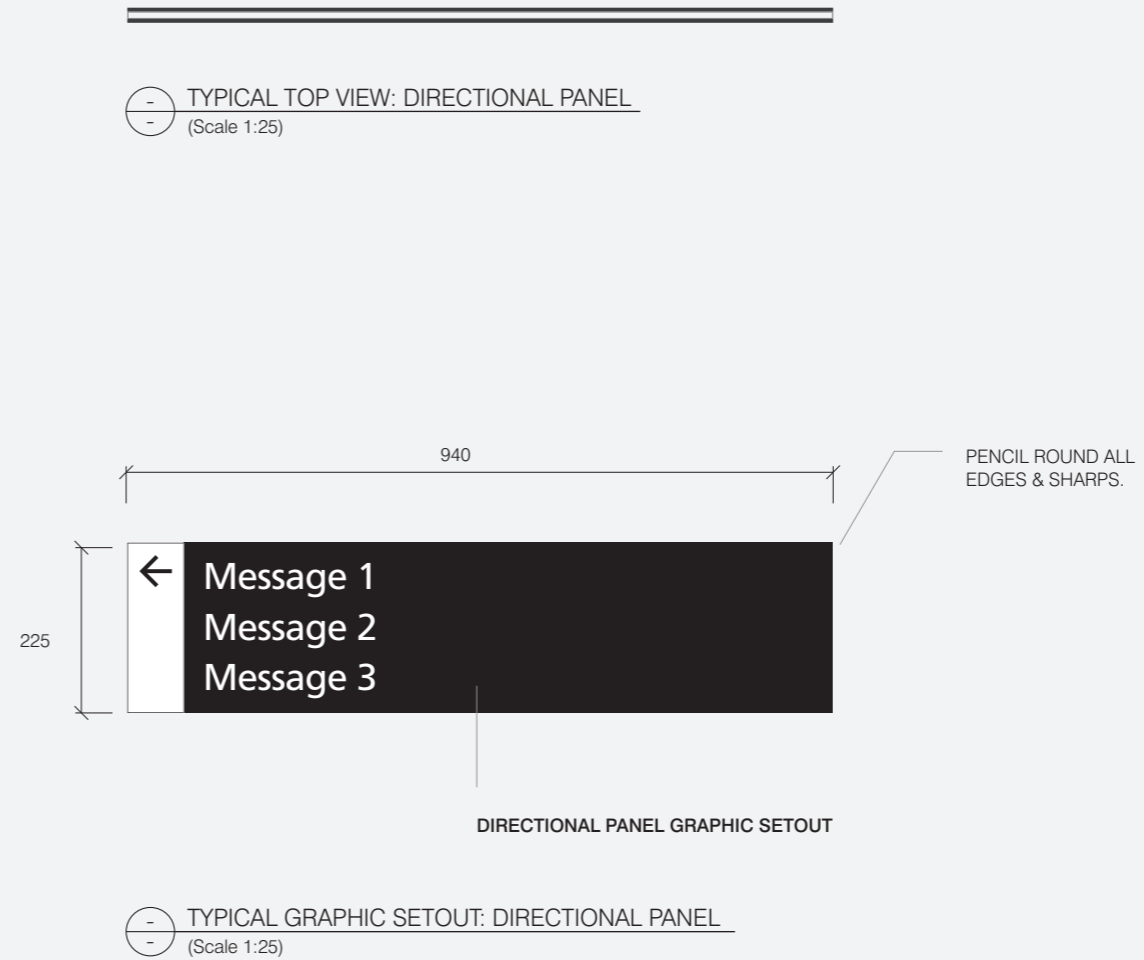
### Pedestrian Directional Sign Pole Mounted

#### Typical Graphic Setout

##### General Notes

All panels can be double sided.

Message is shown indicatively only.

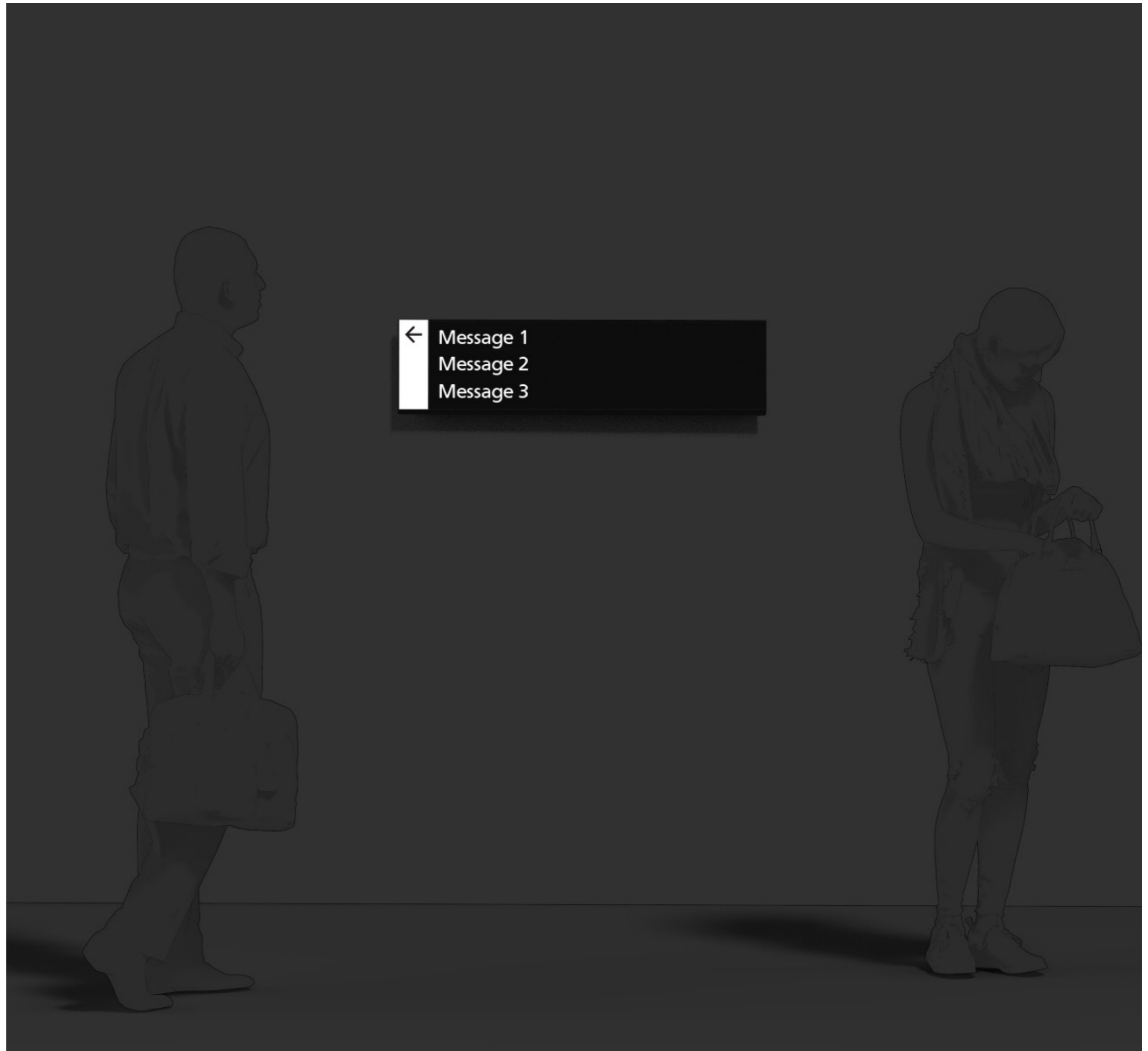




## S.25

### Pedestrian Directional Sign

Wall Mounted



# S.25

## Pedestrian Directional Sign Wall Mounted

### Overview

#### Description

External or internal wall mounted sign providing directional information for pedestrians at major decision points. Directs to major destinations, amenities and building or room entries.

#### Illumination

No

#### Digital

No

#### Data

No

#### Mounting Height

1600mm to the top edge of sign. Ensure 100mm clear space to all edges of sign.

#### Messaging

Directional signs may direct to the following destinations:

External:

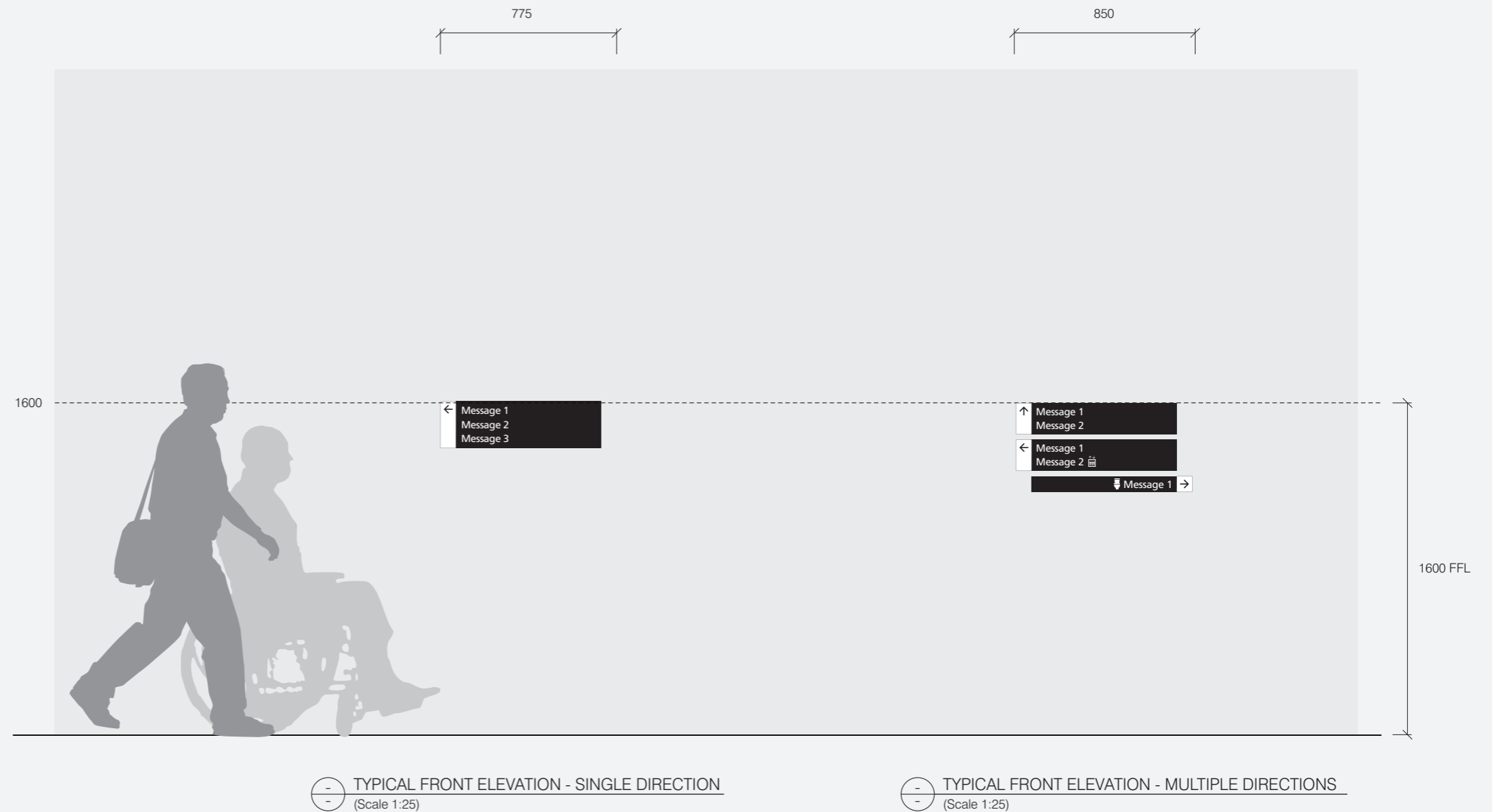
- Staff and student services and facilities
- Amenities
- Major destinations and outdoor spaces
- Buildings and Building Entries
- Lecture Theatres and Auditoriums
- Sporting facilities
- Cafes and dining
- Car parking
- Bicycle parking
- Public transport nodes
- Nearby streets

Internal:

- Staff and student services and facilities
- Amenities
- Vertical transport
- Lecture Theatres and Auditoriums
- Major Teaching Spaces
- Meeting Rooms and Offices
- Communal Areas
- Internal building connections
- To support complex journeys eg hard to find rooms.

#### General Notes

Message is typical and indicative only.



# S.25

## Pedestrian Directional Sign Wall Mounted

### Placement Principles

#### How to Locate

##### – Externally

To be applied to building facade / solid walls at key decision points along circulation paths throughout the campus.

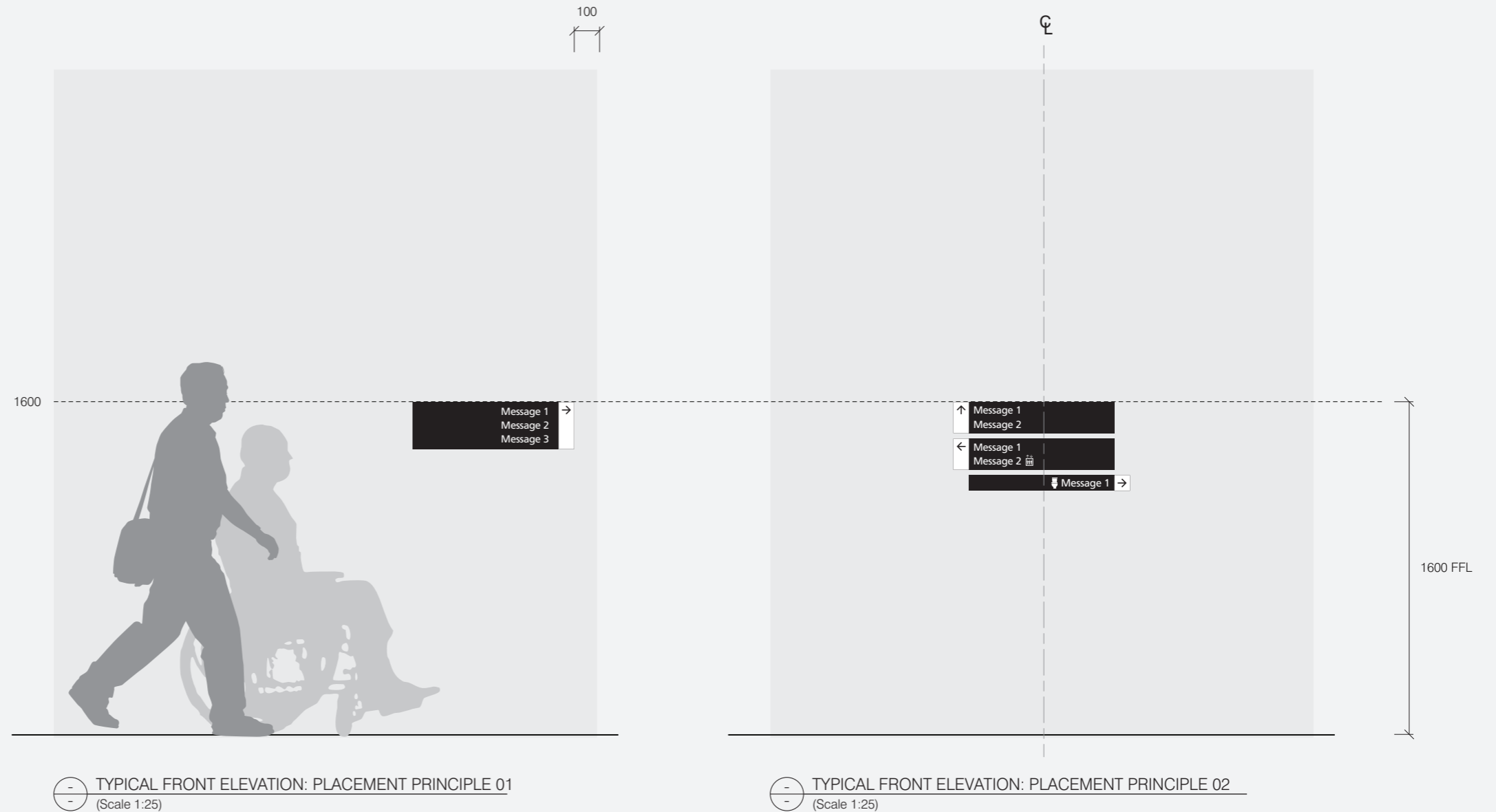
#### How to Locate

##### – Internally

When possible, use wall mounted signs in lieu of suspended signs.

Signs to be located at key decision points throughout buildings.

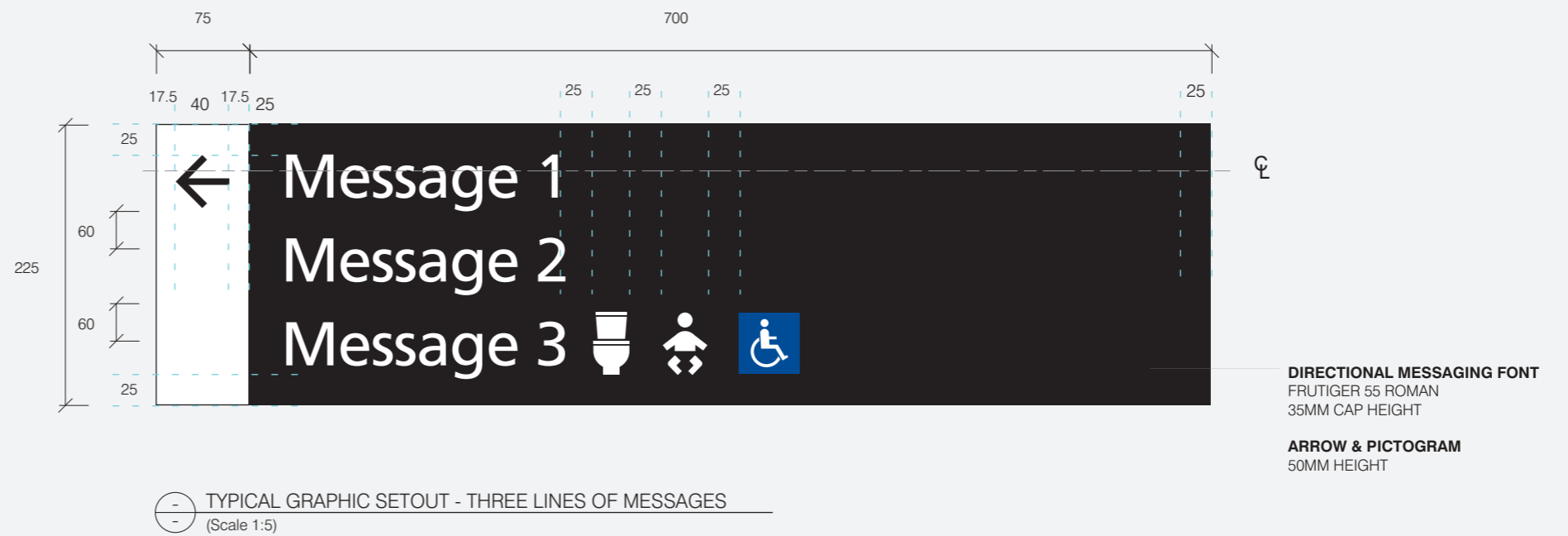
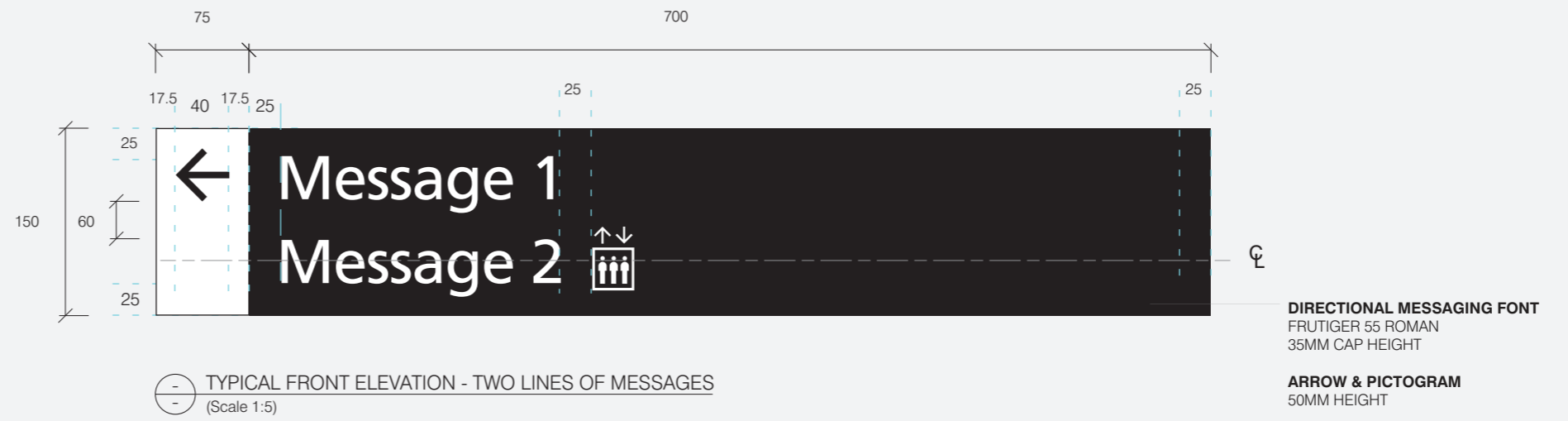
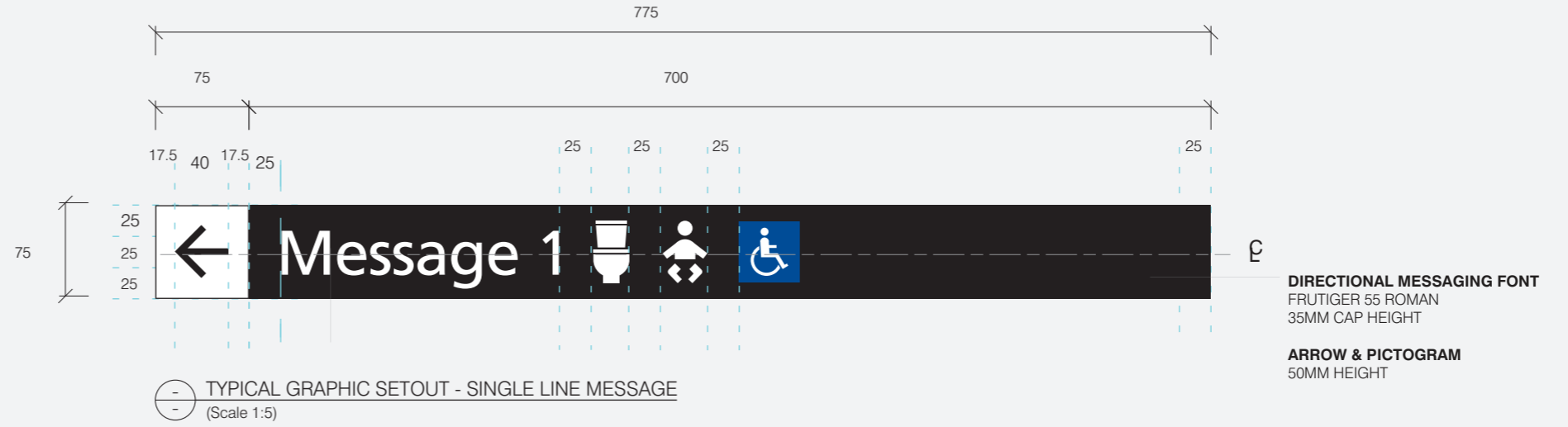
Sign should be placed in the most suitable position with consideration to site specific conditions. Ensure no obstruction to sightlines by furniture, open doors or other objects.



# S.25

## Pedestrian Directional Sign Wall Mounted

### Typical Graphic Setout



# S.25

## Pedestrian Directional Sign Wall Mounted

### Panel Layouts and Construction Detail

#### Panel Layouts

If message length exceeds available space on sign, spread message across multiple lines, or increase the length of the panel.

Panel lengths can be reduced to suit shorter messages, to avoid large amounts of blank areas on signs. Ensure clear space between end of message and panel edge matches rules illustrated in this document.

Where multiple panels are used to make up a sign, all panels should be the same length.

Text size and weight should remain consistent and align with the rules illustrated in this document.

Each sign panel should display no more than 3 lines of messages.

#### Specification

For internal use:

6mm matte black acrylic panel with profile cut vinyl graphics in matte white applied to panel.

Black panel VHB fixed to white panel. Sign surface mounted direct to wall.

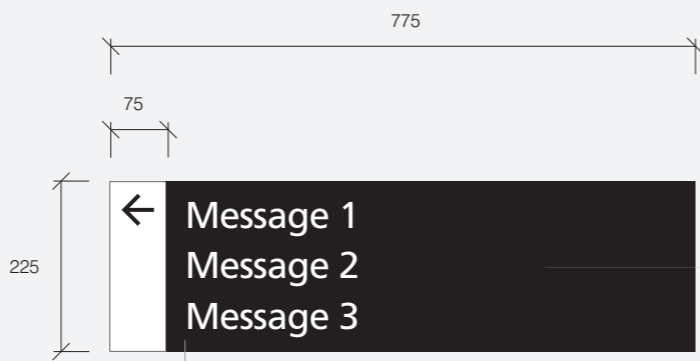
For external use: Refer to S.16 construction detail.

#### General Notes

Message is indicative only.



TYPICAL TOP DETAIL  
(Scale 1:10)

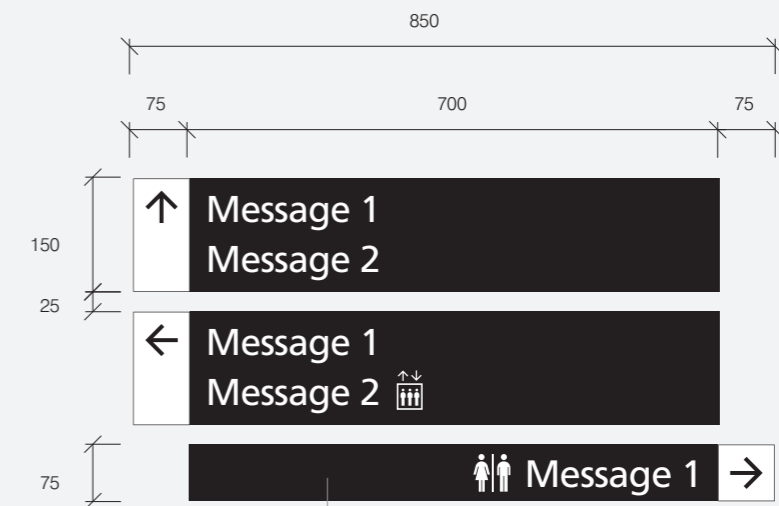


DIRECTIONAL PANEL

TYPICAL GRAPHIC SETOUT: SINGLE DIRECTION  
(Scale 1:10)



TYPICAL TOP DETAIL  
(Scale 1:10)

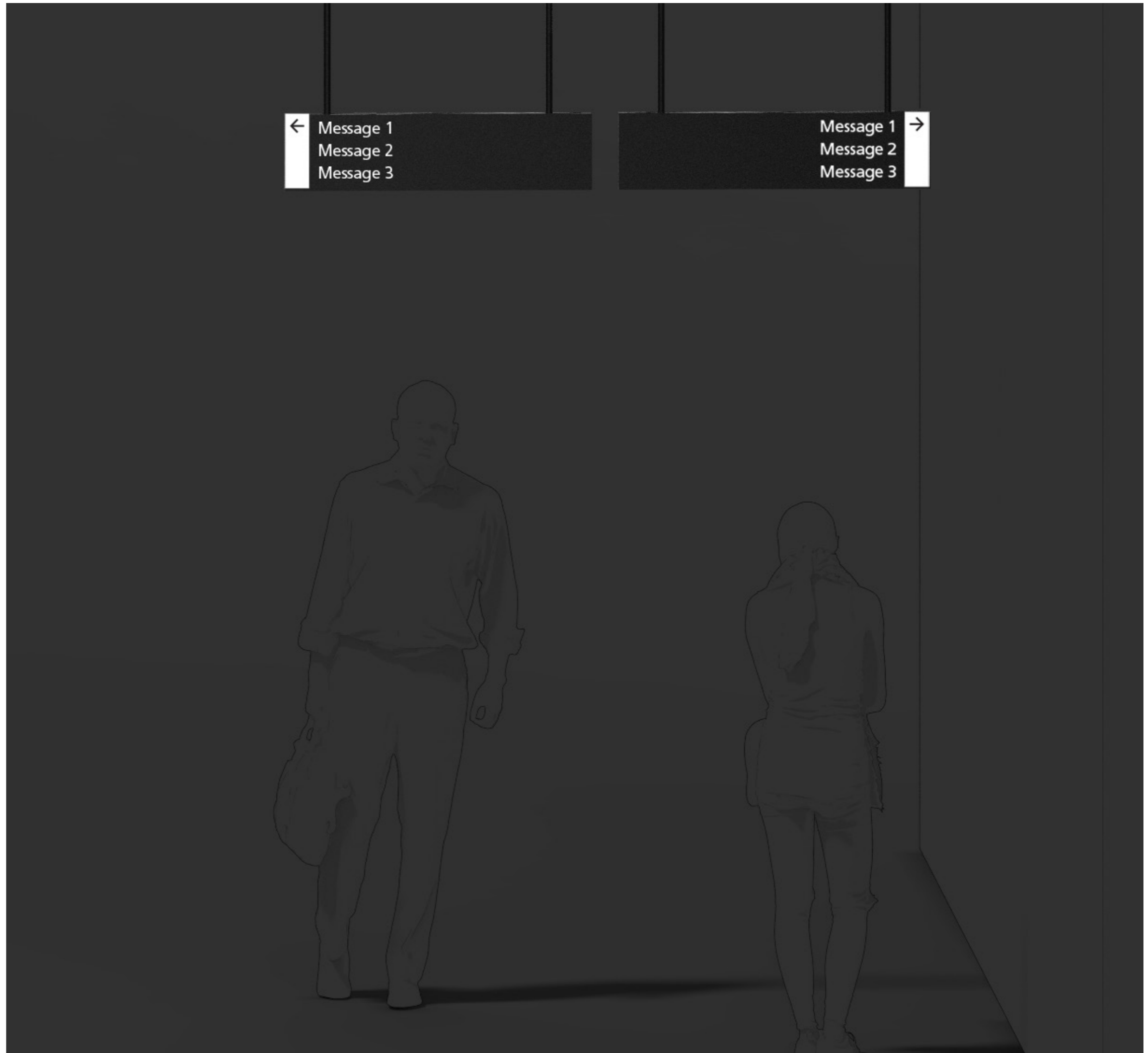


DIRECTIONAL PANEL

TYPICAL GRAPHIC SETOUT: MULTIPLE DIRECTIONS  
(Scale 1:10)

## S.26

### Pedestrian Directional Sign Suspended



## S.26

### Pedestrian Directional Sign Suspended

#### Overview

##### Description

Internal suspended sign providing directional information for pedestrians at major decision points.

##### Illumination

No

##### Digital

No

##### Data

No

##### Mounting Height

Minimum 2200mm from the FFL to bottom edge of sign.  
60mm clear space when two suspended sign sits next to each other.

##### Messaging

Directional signs may direct to the following internal destinations:

Staff and student services and facilities

Amenities

Vertical transport

Lecture Theatres and Auditoriums

Major Teaching Spaces

Meeting Rooms and Offices

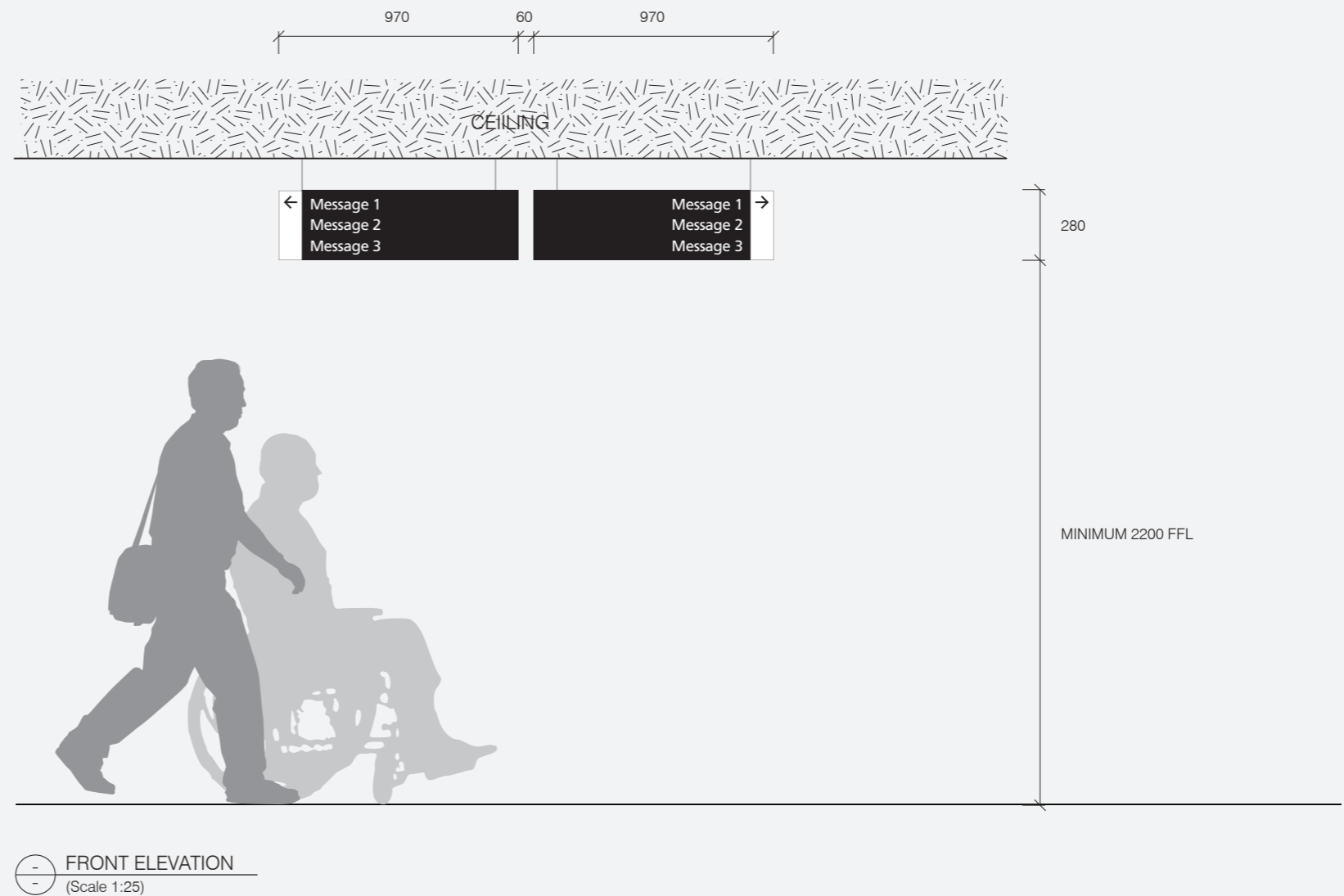
Communal Areas

Internal building connections

To support complex journeys eg hard to find rooms.

##### General Notes

Message is typical and indicative only.



## S.26

### Pedestrian Directional Sign Suspended

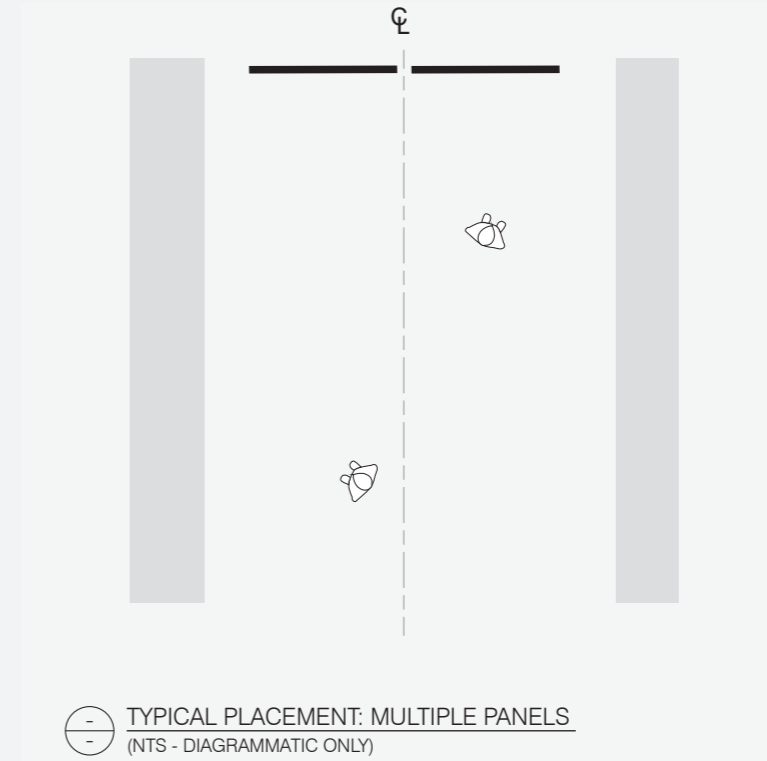
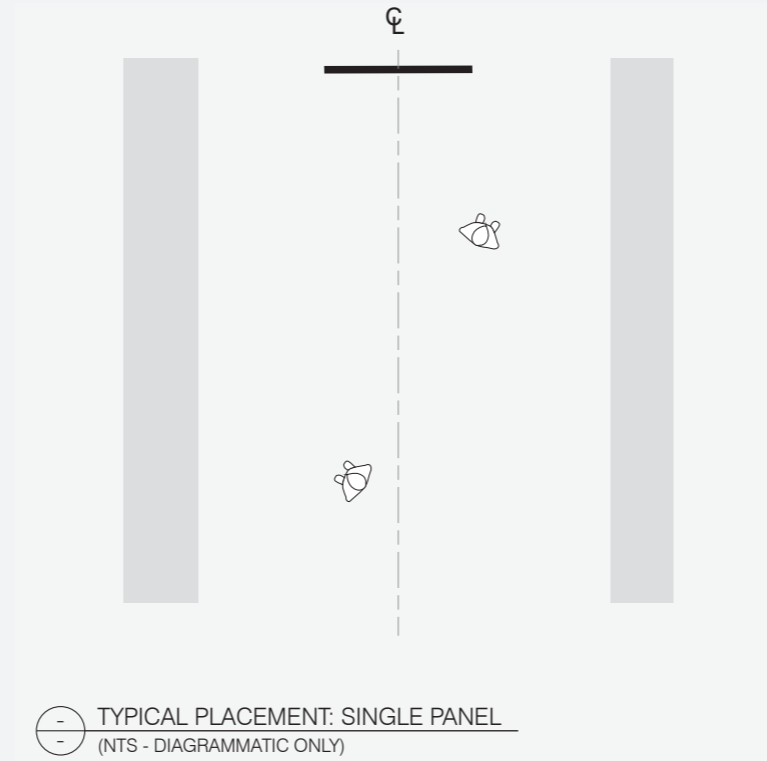
#### Placement Principles

##### How to Locate

Sign is to only be used when a wall mounted sign is not suitable.

Sign to be located centrally along pedestrian circulation at key decision points.

The sign must not be obstructed by or interfere with building services such as; sprinkler systems, security cameras, emergency egress or exit signage.





# S.26

## Pedestrian Directional Sign Suspended

### Typical Graphic Setout

#### Graphic Setout

This is an overview of typical setouts for the following sign types:

- S.15 Vehicular Directional Sign - Suspended
- S.23 Pedestrian Directional Sign with Map - Pole Mounted
- S.24 Pedestrian Directional Sign - Pole Mounted
- S.26 Pedestrian Directional Sign - Suspended

#### Specification Details

2qty 6mm matte black acrylic panel with profile cut vinyl graphics in matte white applied to panel fixed to front and back of internal sign form.

Fixed to ceiling via cable suspension system.  
Product: Griplock 'Wisp' Cable Suspension System

<https://www.griplocksystems.com/product/wisp>

Sign is double sided.

Details shown convey design intent only and are subject to engineering certification.

For construction detail refer to sign type:  
S.15 Vehicular Directional - Suspended

#### General Notes

Message is indicative only.



# S.27 / S.28

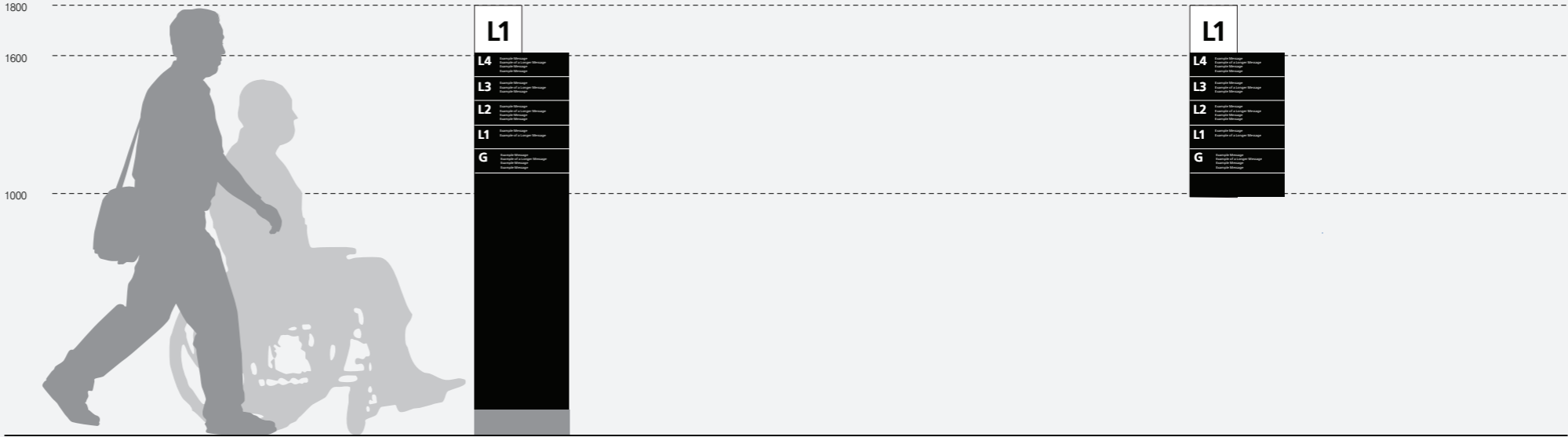
## Building Directory

### Overview

**Description**  
The following is an overview of Building Directory sign type variations.

**Illumination**  
No

**Digital**                      **Data**  
No                                      No

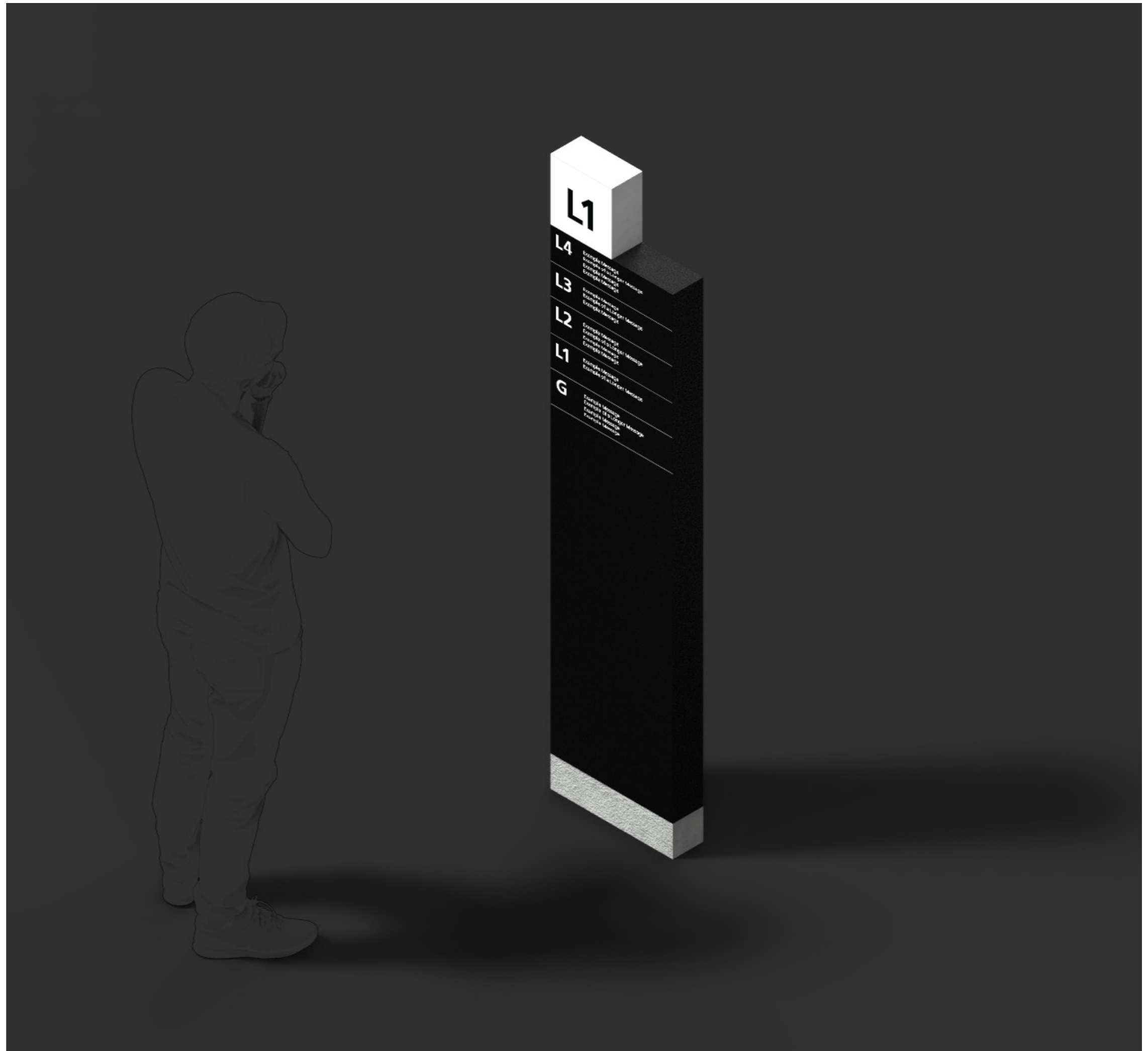


⊖ S.27 BUILDING DIRECTORY - FREE STANDING  
⊖ (Scale 1:25)

⊖ S.28 BUILDING DIRECTORY - WALL MOUNTED  
⊖ (Scale 1:25)

## S.27

### Building Directory Free-standing Totem



## S.27

### Building Directory Free-standing Totem

#### Overview

##### Description

Free-standing building directory located at building entry foyers and level lobbies.

##### Illumination

No

##### Digital

No

##### Data

No

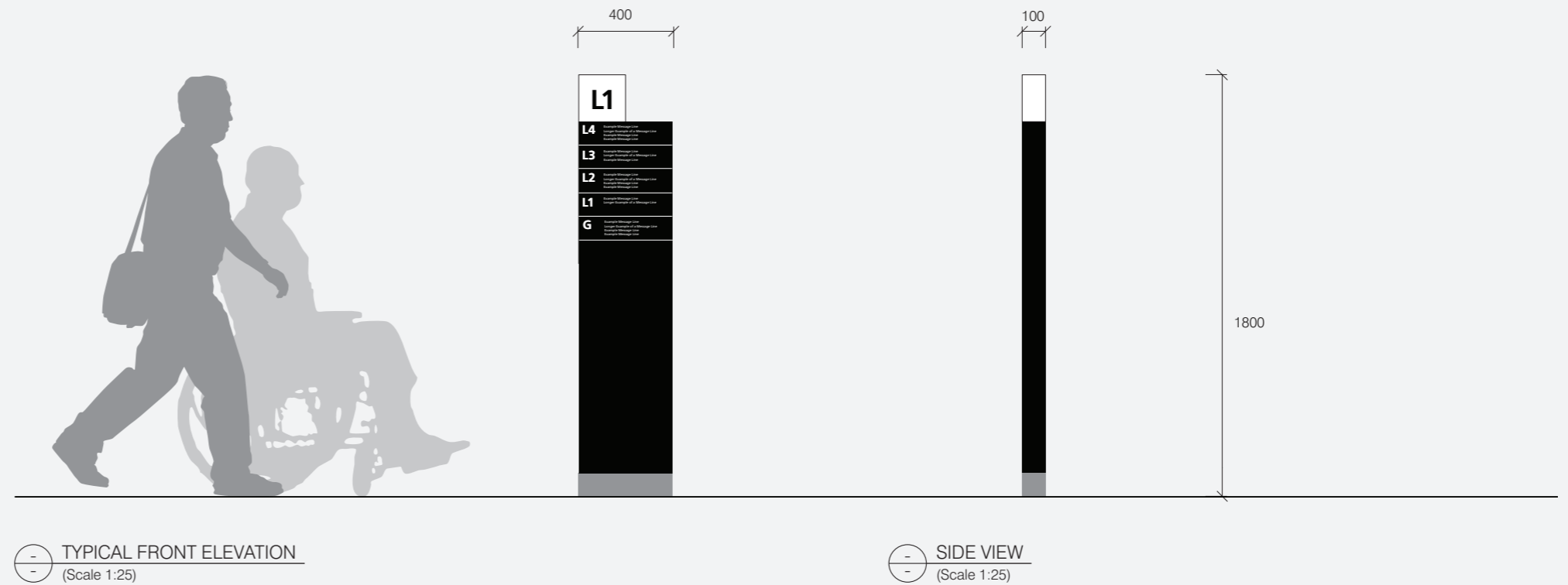
##### Message

Provides level identification and information about key destinations and amenities on each level of the building.

##### General Notes

Sign is single sided.

Message is typical and indicative only.



# S.27

## Building Directory Free-standing Totem

### Placement Principles and Typical Graphic Setout

#### How to Locate

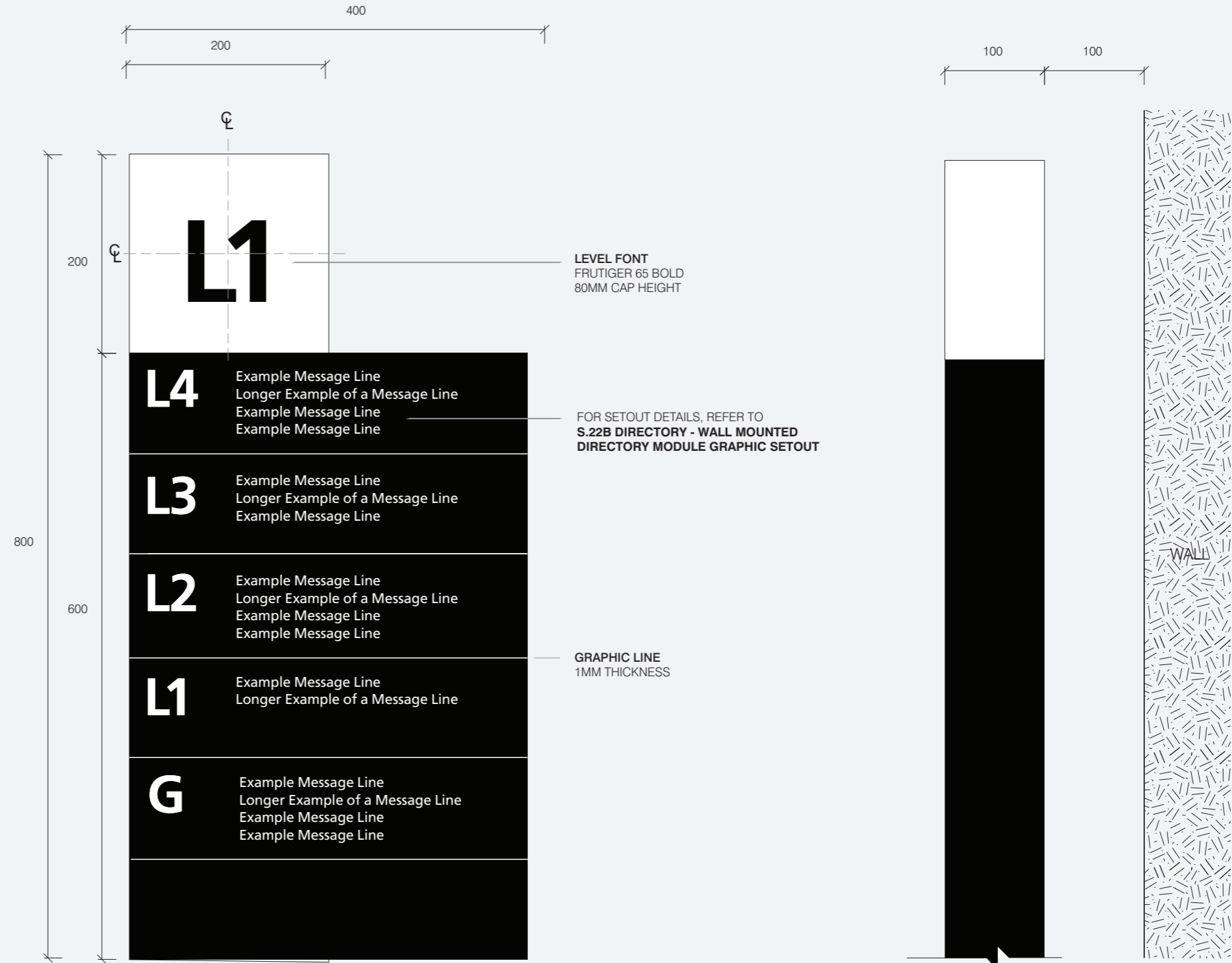
- Sign to be located:
- In building entry foyer
  - Lift or stair lobbies on each level as required.

Sign to have a minimum 100mm clear space to any corner, door, window or lift door/s.

Sign should be located so that is visible upon entry to building or floor from lift or stairs. Ensure no obstruction to sightlines by open doors, furniture or other objects. Ensure placement does not obstruct circulation flow.

#### General Notes

For panel and graphic setout rules, refer to sign type S28 Building Directory – Wall Mounted.



TYPICAL GRAPHIC SETOUT  
(Scale 1:5)

SIDE ELEVATION  
(Scale 1:5)

## S.27

### Building Directory Free-standing Totem

#### Construction Details

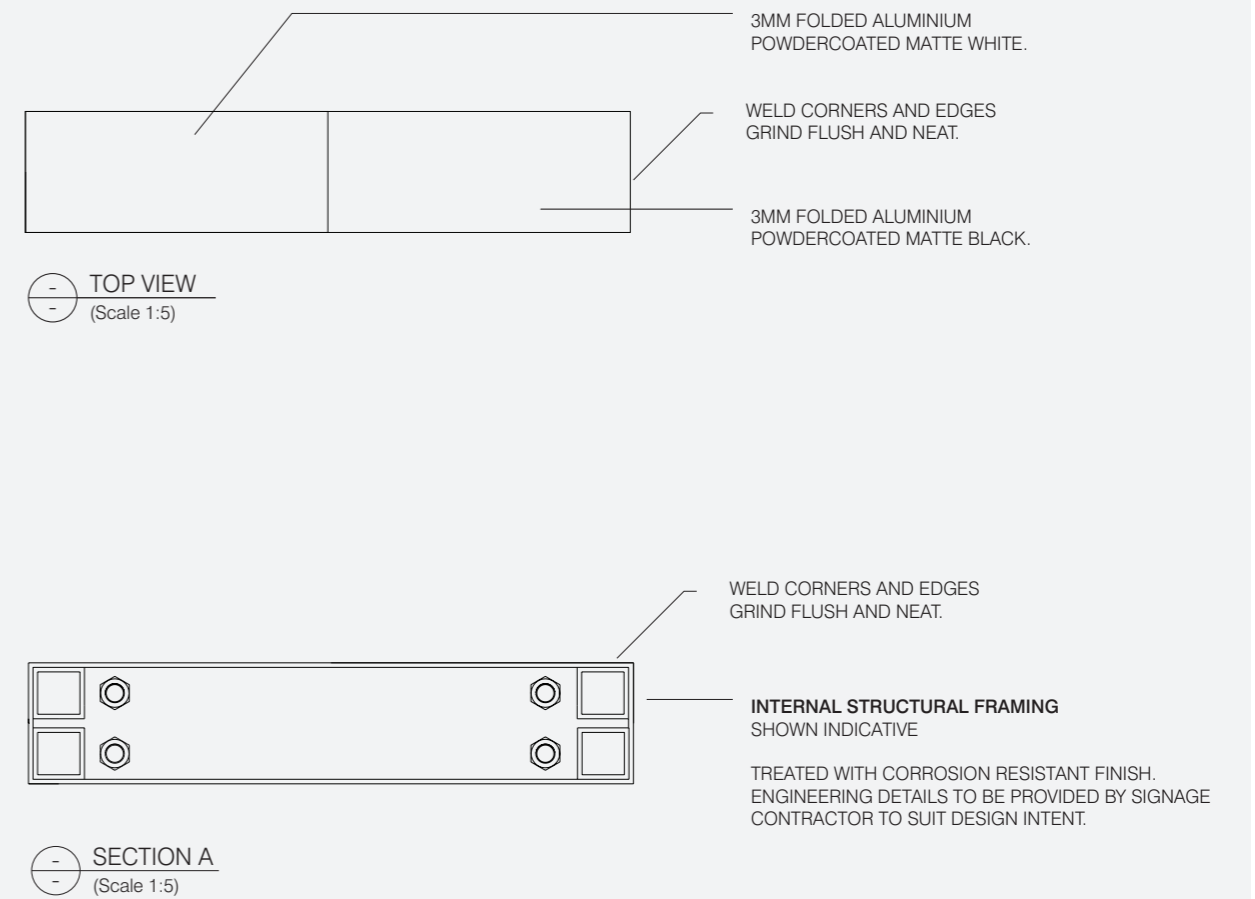
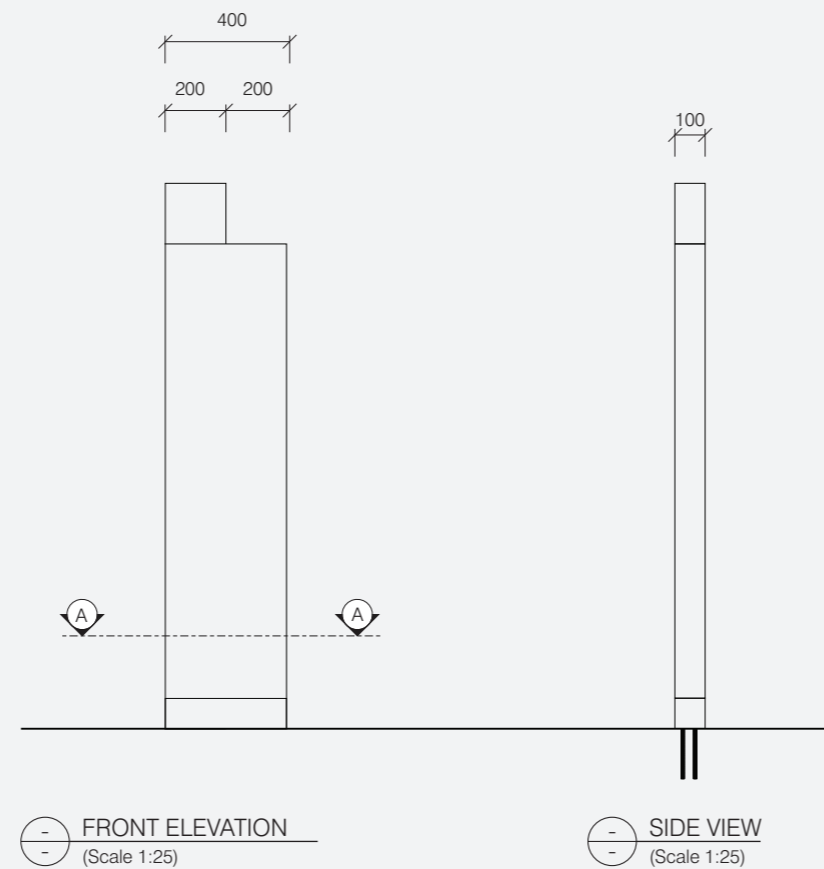
##### Specification Details

100mm deep fabricated sign form from 3mm folded aluminium powdercoated in matte white / black, with internal sub-frame. Profile cut vinyl graphics applied to sign form.

Fabricated sign form fixed to concrete based with concealed fixings as required. All footings and fixings to be concealed below ground. Signage contractor to supply engineering footing details.

Sign is single sided.

Details shown convey design intent only and are subject to engineering certification.

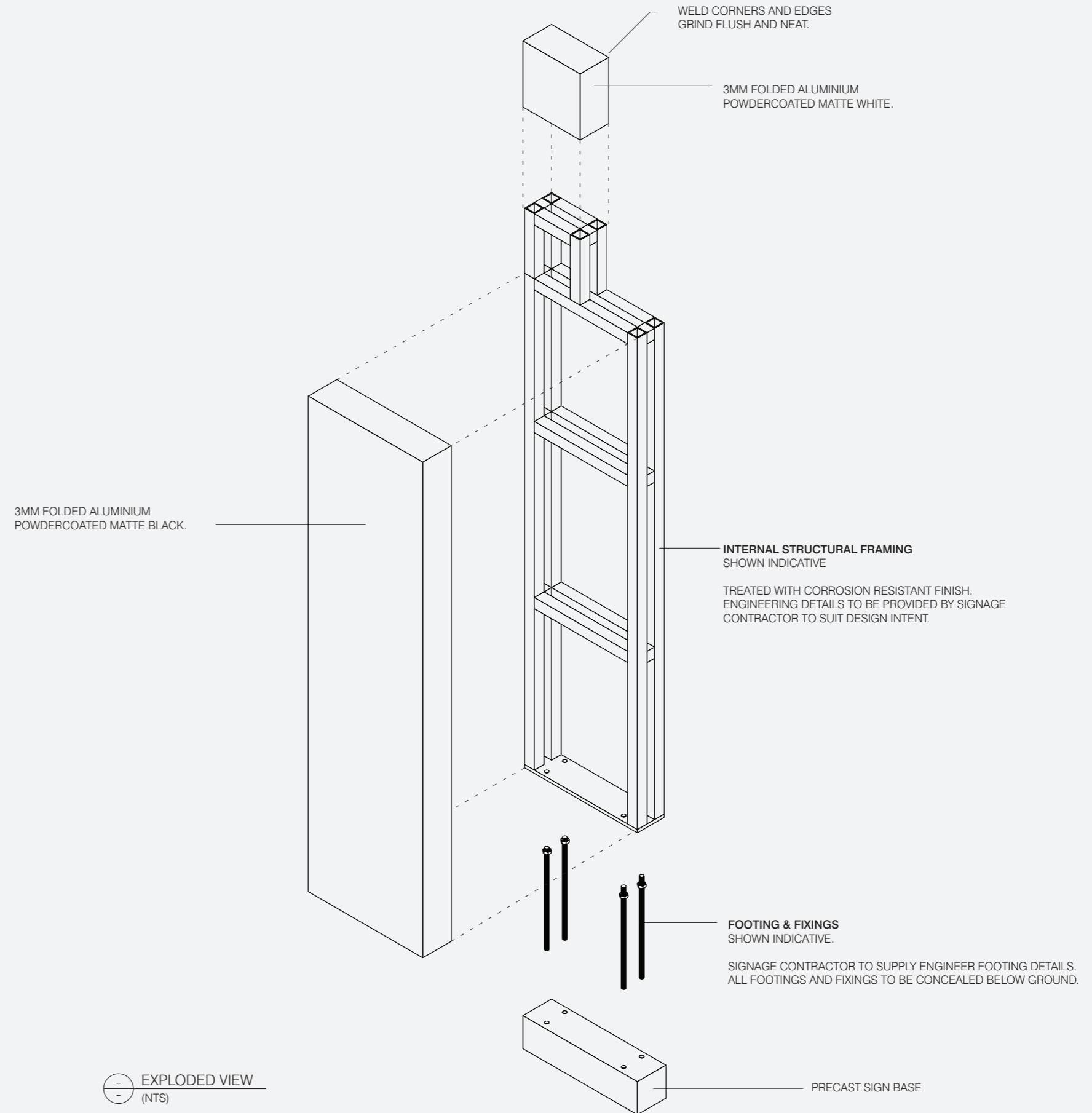


# S.27

## Building Directory Free-standing Totem

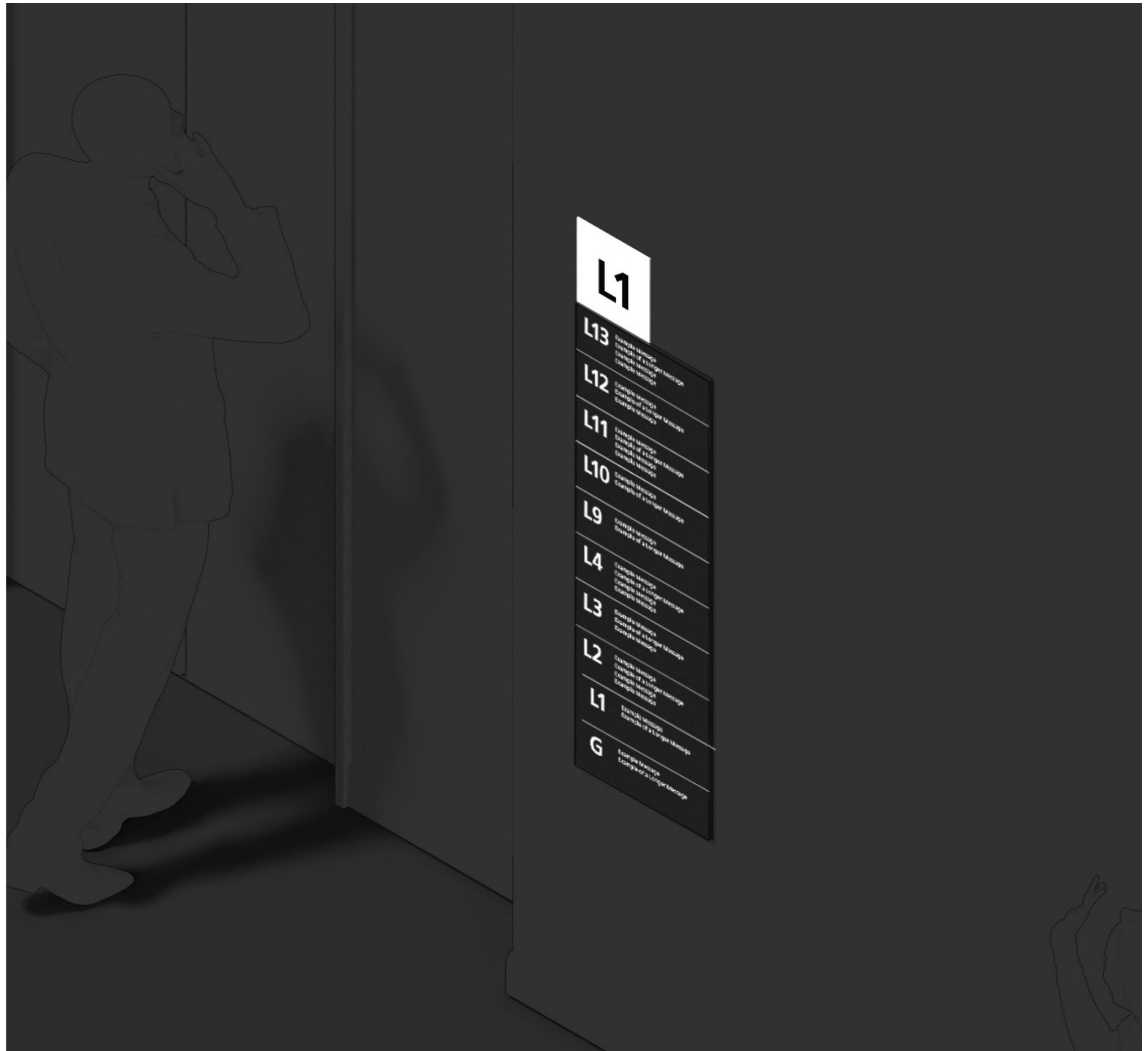
### Construction Details

Details shown convey design intent only and are subject to engineering certification.



# S.28

Building Directory  
Wall Mounted





# S.28

## Building Directory Wall Mounted

### Overview

#### Description

Wall mounted building directory located at building entry foyers and level lobbies.

#### Illumination

No

#### Digital

No

#### Data

No

#### Mounting Height & Placement

1,600mm to the top edge of black panel, mounted with 100mm clear space to edge of lift doors.

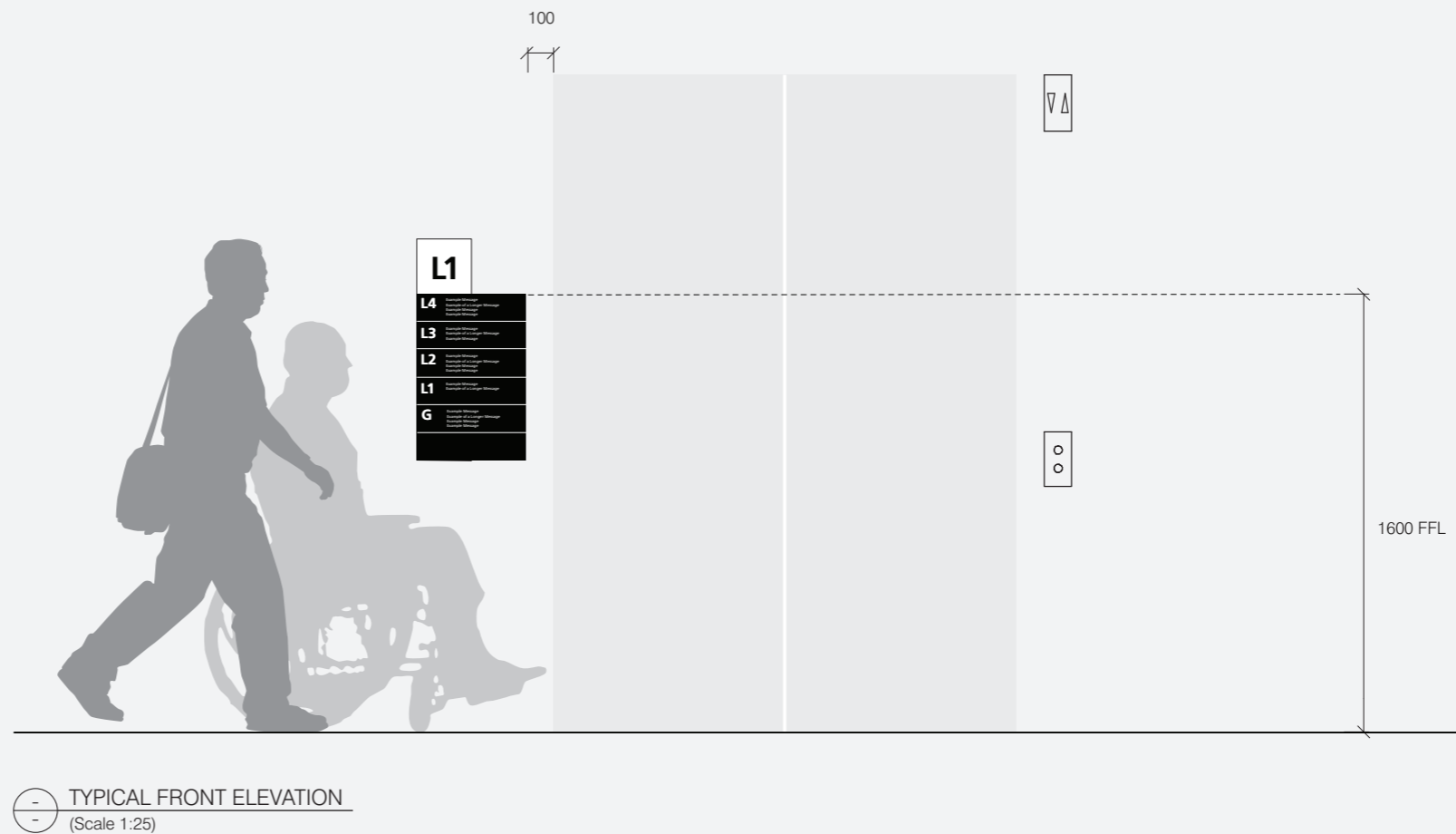
#### Message

Provides level identification and information about key destinations and amenities on each level of the building.

#### General Notes

Elevation is typical and indicative only.

Message is indicative only.



# S.28

## Building Directory Wall Mounted

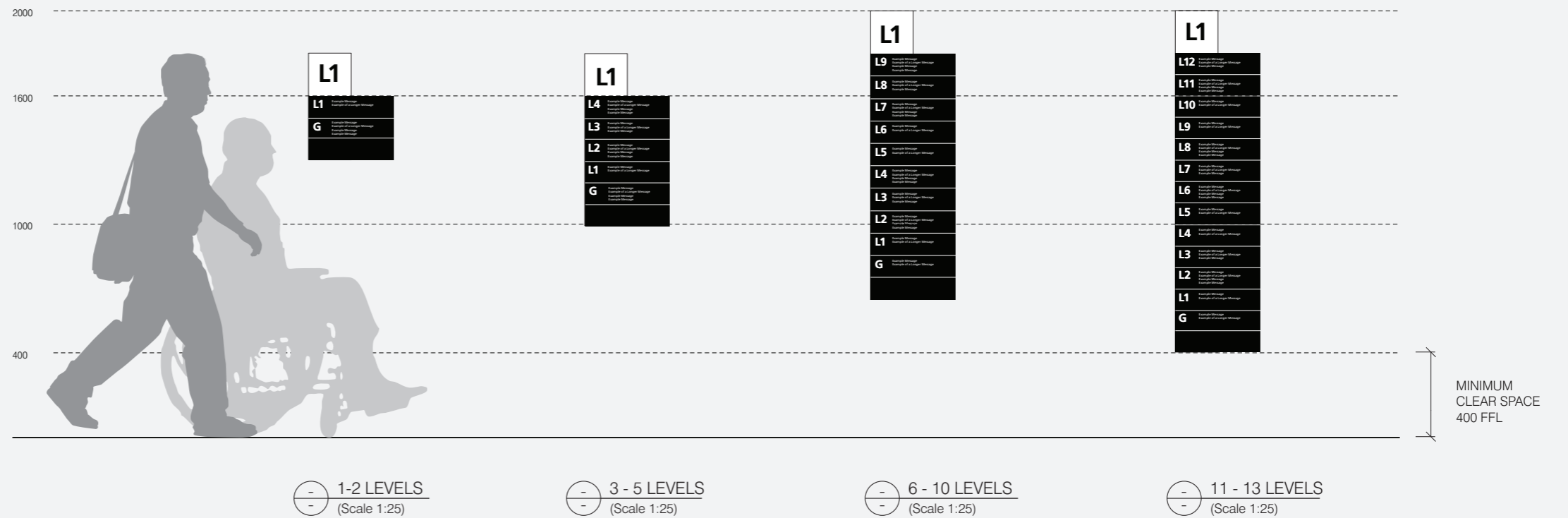
### Datum Line Overview

#### Description

The following is an overview of panel size variations and mounting heights.

#### Mounting Height & Placement

Ensure bottom edge of sign does not sit under 400mm FFL.



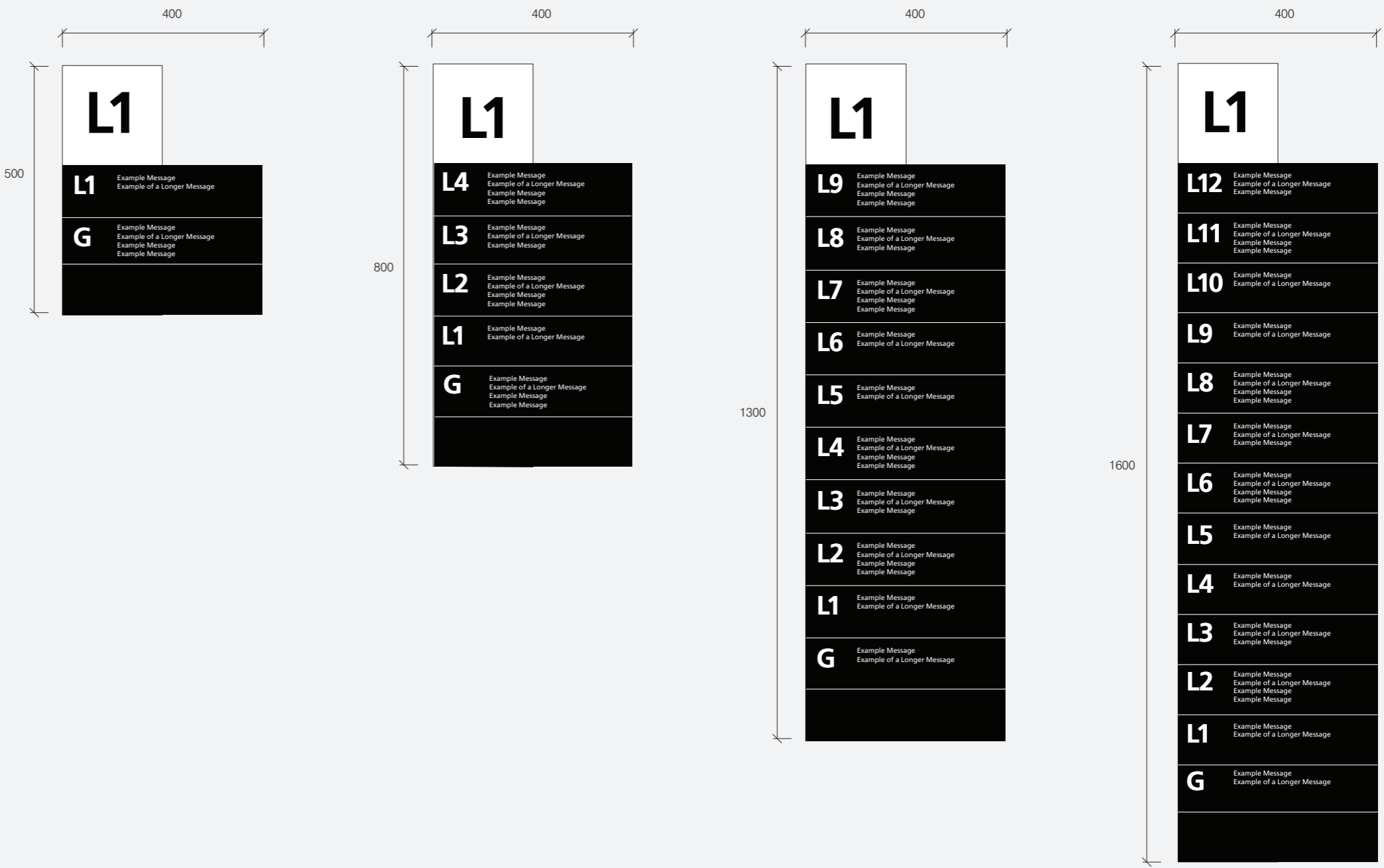
# S.28

## Building Directory

### Wall Mounted

### Typical Variations

**Description**  
 There are four standard variations in size for this sign. Each variation is based on number of levels within the building.  
 This shows the overall minimum height for typical variations.  
 A blank panel is to be provided at the bottom of each sign to allow for future updates.



1 - 2 LEVELS  
 (Scale 1:10)

3 - 5 LEVELS  
 (Scale 1:10)

6 - 10 LEVELS  
 (Scale 1:10)

11 - 13 LEVELS  
 (Scale 1:10)

# S.28

## Building Directory

### Wall Mounted

### Placement Principles and Construction Detail

**How to Locate**  
 Sign to be located:  
 - In building entry foyer  
 - Lift or stair lobbies on each level as required.

Sign to have a minimum 100mm clear space to any corner, door, window or lift door/s

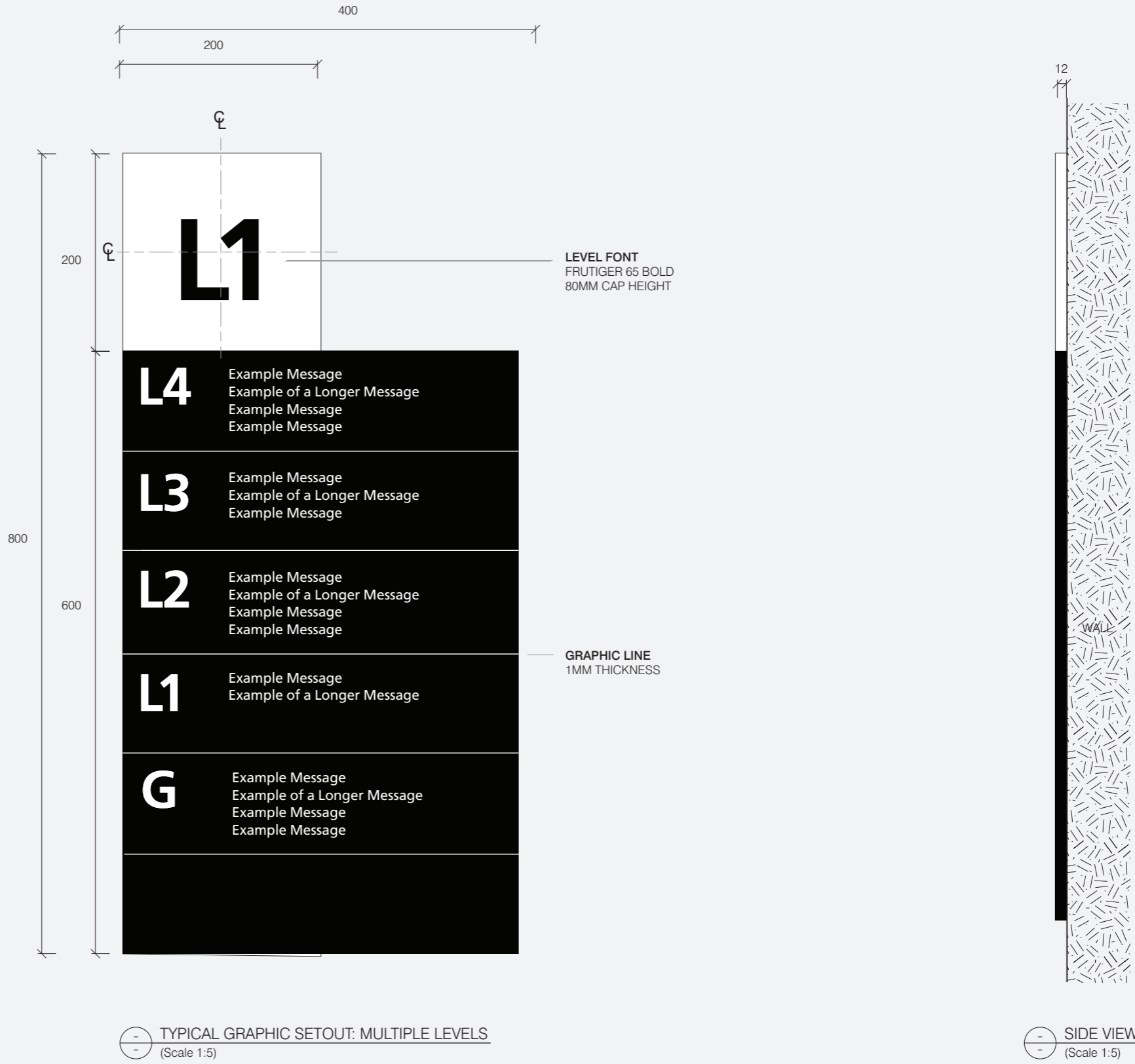
Sign should be located so that is visible upon entry to building or floor from lift or stairs. Ensure no obstruction to sightlines by open doors, furniture or other objects.

**Specification Details**  
**- Level Panel**  
 12mm matte white acrylic panel, with profile cut vinyl graphics in matte black applied to panel, surface mounted direct to wall.

**Specification Details**  
**- Directory/Spacer Module Panel**  
 12mm matte black acrylic panel, with profile cut vinyl graphics in matte white applied to panel, surface mounted direct to wall.

When a directory is required to be updated, profile cut vinyl graphics are to be removed and replaced. In instances where text within a level panel is to be re-ordered to suit the new message, all text within that panel is to be removed and replaced to ensure consistency with the graphic layout principles.

Ensure replacement works follow the **07 Maintenance, Remove and Make Good** section.



**S.28**  
 Building Directory  
 Wall Mounted

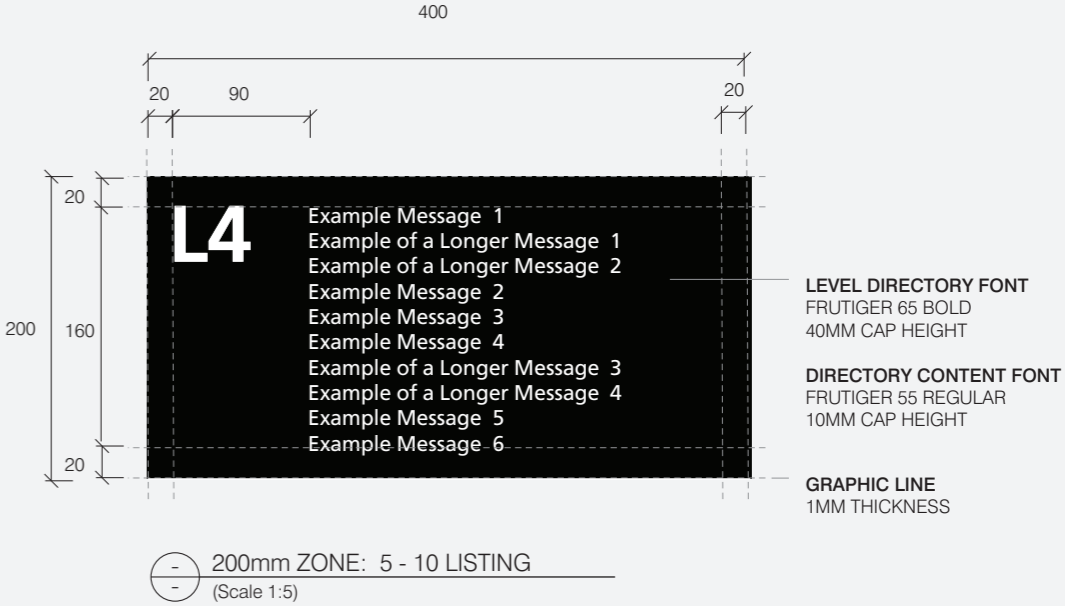
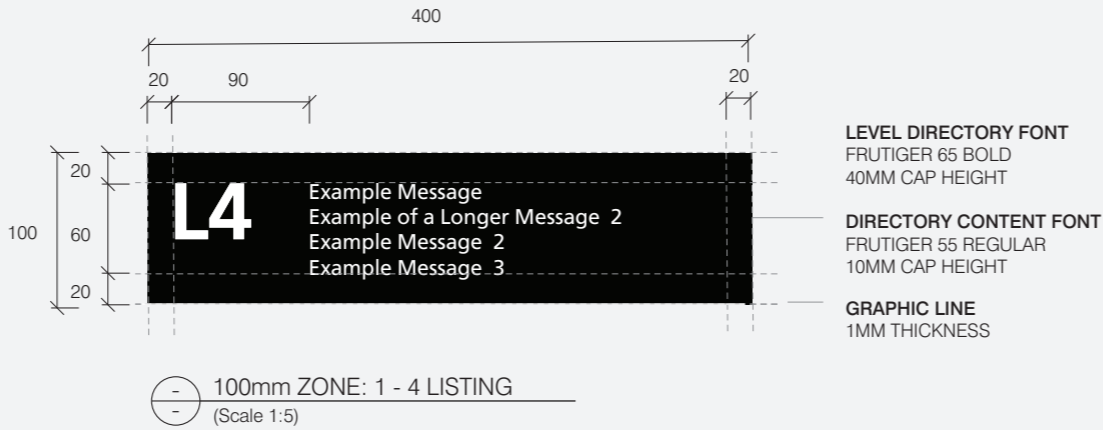
Graphic Setout

**Overview**  
 Each level is allocated either a 100mm zone or 200mm zone on the sign, depending on the number of destinations on the level.

**100mm zone**  
 To be used for 1 - 4 listings

**200mm zone**  
 To be used for 5 - 10 listings

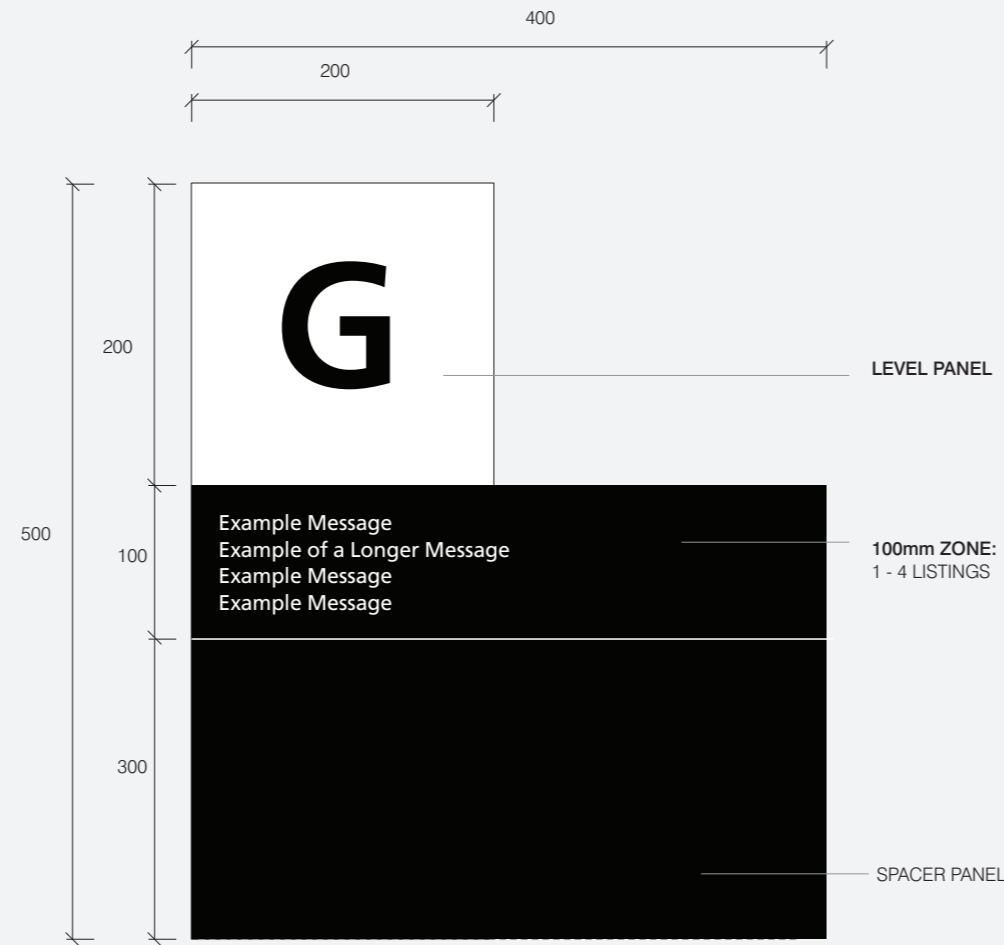
Message shown is indicative only.



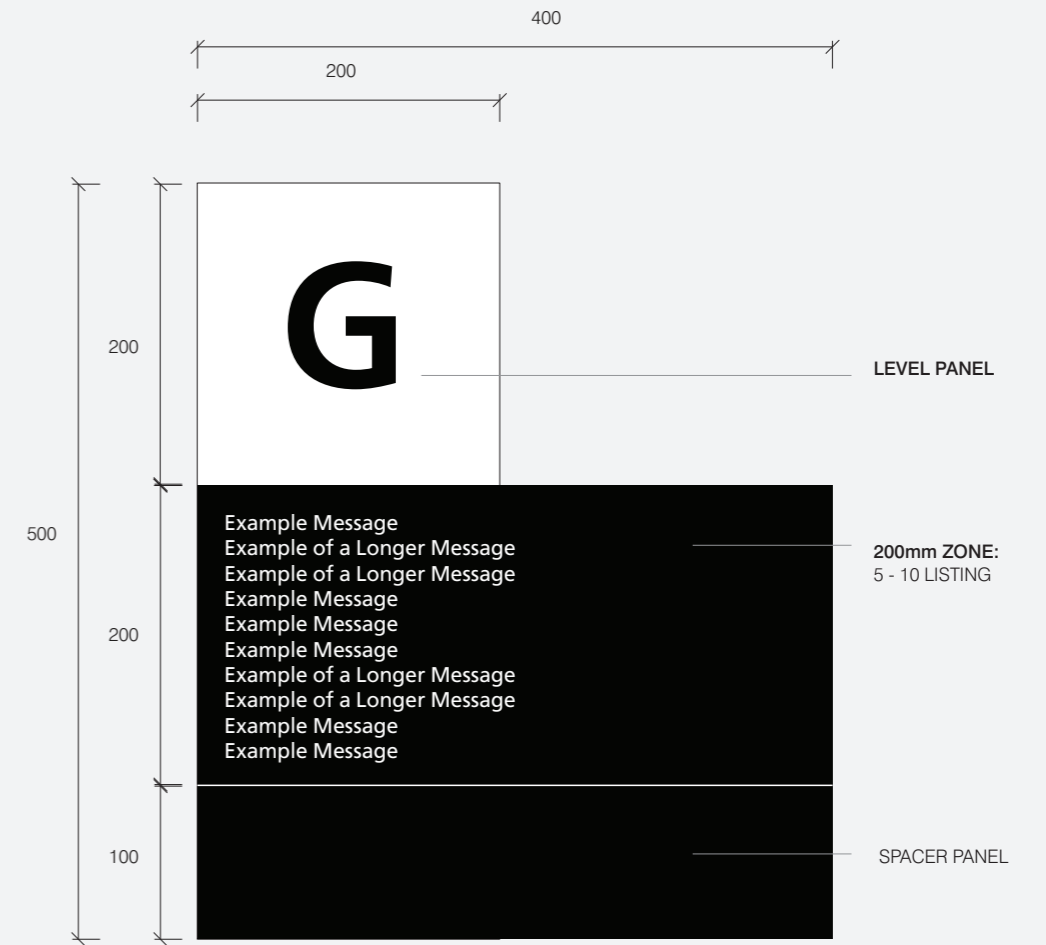
# S.28

## Building Directory Wall Mounted

### Typical Panel Setout for Single Level Building



○ TYPICAL SINGLE LEVEL GRAPHIC SETOUT: PANEL SETOUT 01  
(Scale 1:5)



○ TYPICAL SINGLE LEVEL GRAPHIC SETOUT: PANEL SETOUT 02  
(Scale 1:5)

## S.29

# Internal Building Threshold Identification

### Overview

#### Description

Provides building identification and directional information at internal building thresholds.

#### Illumination

No

#### Digital

No

#### Data

No

#### Mounting Height & Placement

Sign to be mounted above portal threshold onto the bulkhead directly above doorway between two buildings on both sides of the internal threshold.

Width to align with width of threshold and align bottom edge of sign to sit flush with top edge of portal threshold.

Sign to have 100mm clear space to top edge of sign.

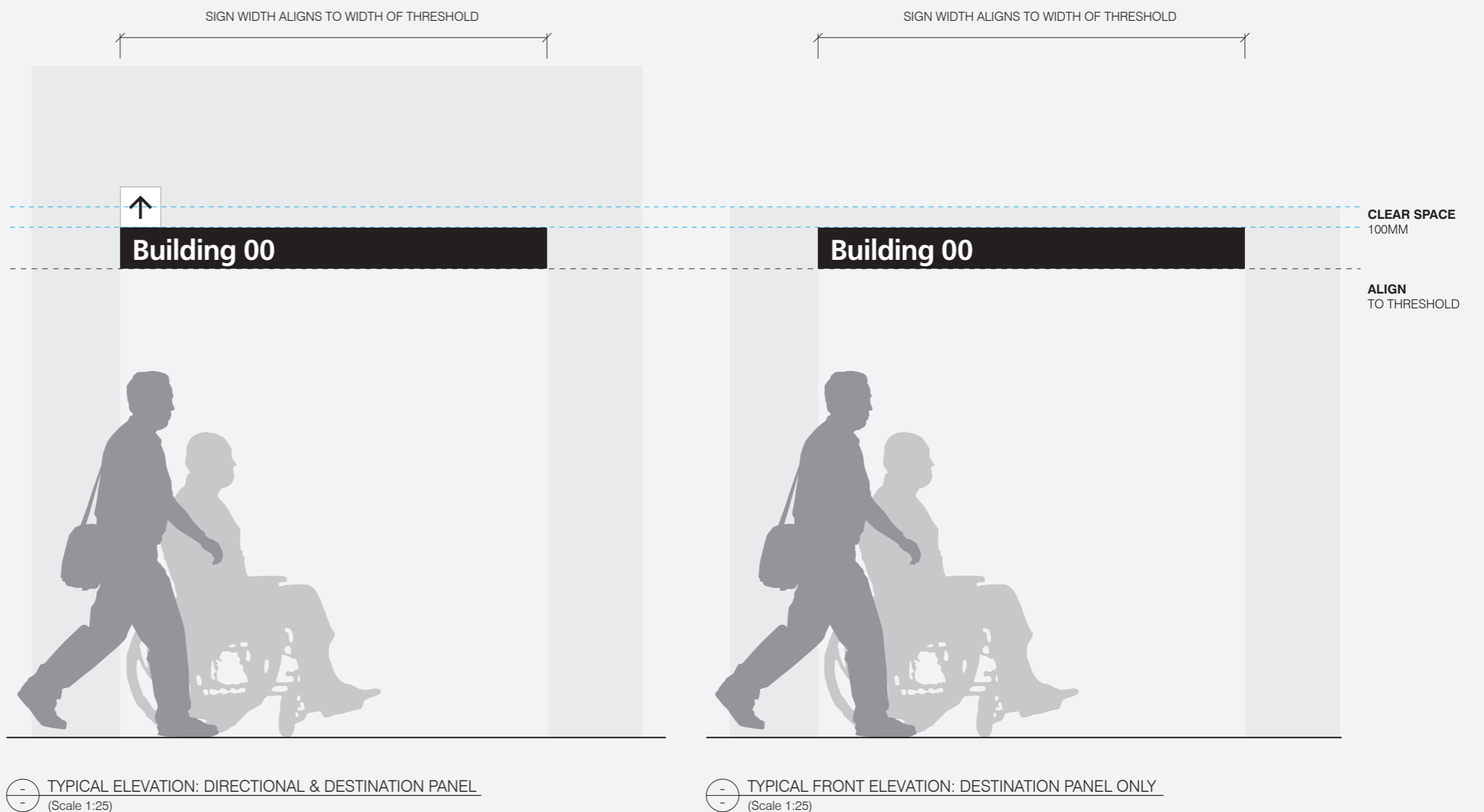
#### Message

Building number or name, arrow if required.

#### General Notes

Elevation is typical and indicative only.

Message and map is indicative only.



# S.29

## Internal Building Threshold Identification

### Typical Graphic Setout

#### Specification Details

##### - Directional Panel

12mm matte white acrylic panel, with profile cut vinyl graphics in matte black applied to panel, surface mounted direct to wall.

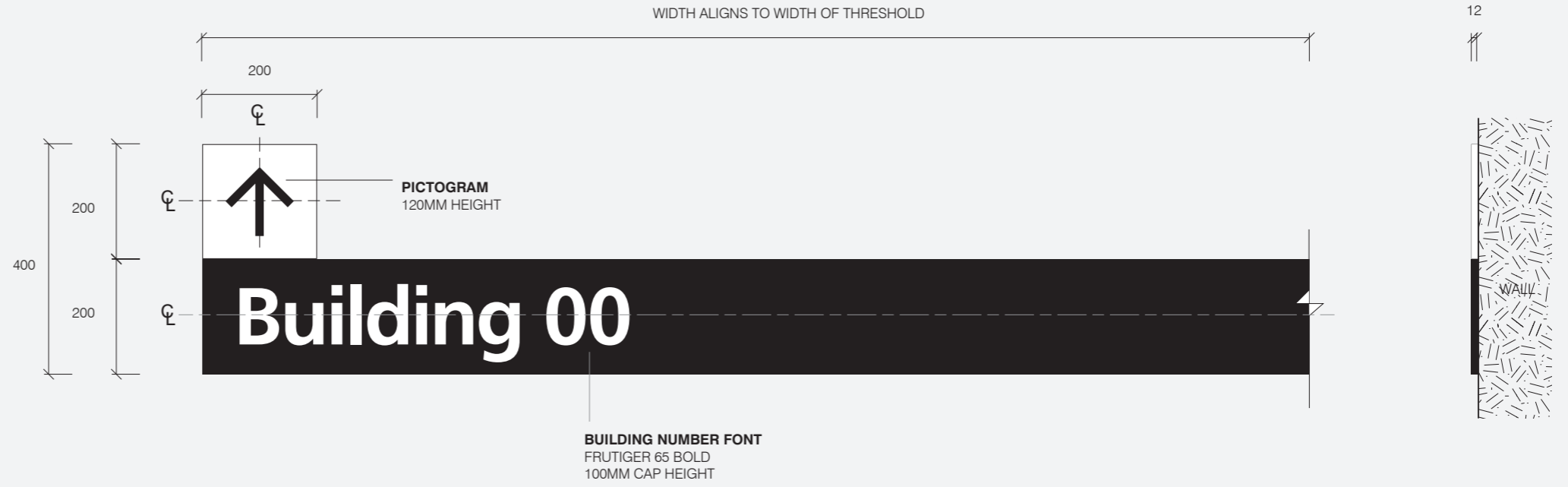
#### Specification Details

##### - Destination Panel

12mm matte black acrylic panel with profile cut vinyl graphics in matte white applied to panel, surface mounted direct to wall.

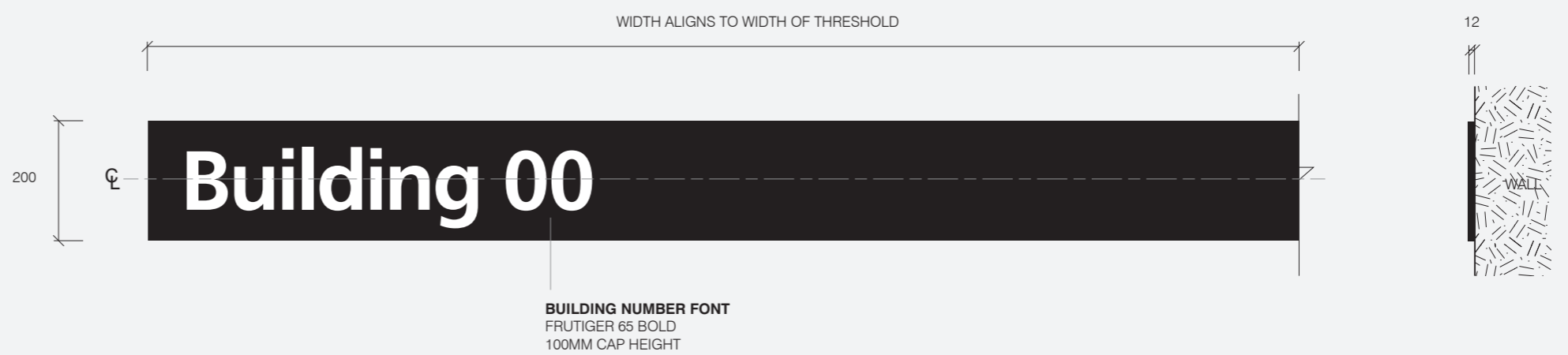
#### General Notes

Message is typical only.



TYPICAL GRAPHIC SETOUT: DIRECTIONAL & DESTINATION PANEL  
(Scale 1:10)

SIDE VIEW  
(Scale 1:10)



TYPICAL GRAPHIC SETOUT: DESTINATION PANEL ONLY  
(Scale 1:10)

SIDE VIEW  
(Scale 1:10)



# S.30

## Level Identification

### Overview

#### Description

Identifies levels within building, located opposite lift cores or within stairwells.

#### Illumination

No

#### Digital

No

#### Data

No

#### Mounting Height

1,600mm from the FFL top edge of sign.  
Ensure 100mm clear space around sign panel.

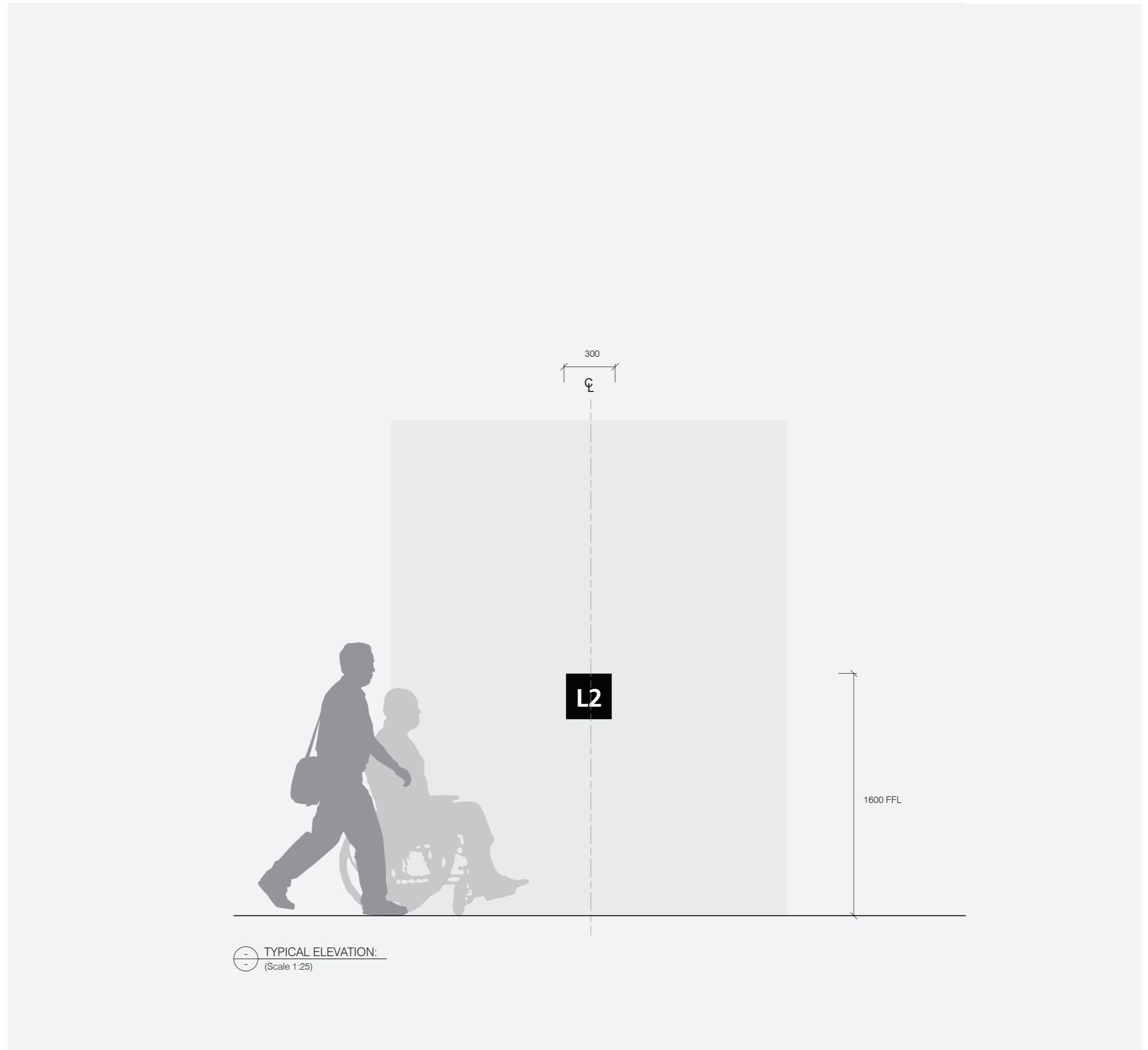
#### Message

Level number

#### General Notes

Elevation is typical and indicative only.

Message and map is indicative only.



## S.30

### Level Identification

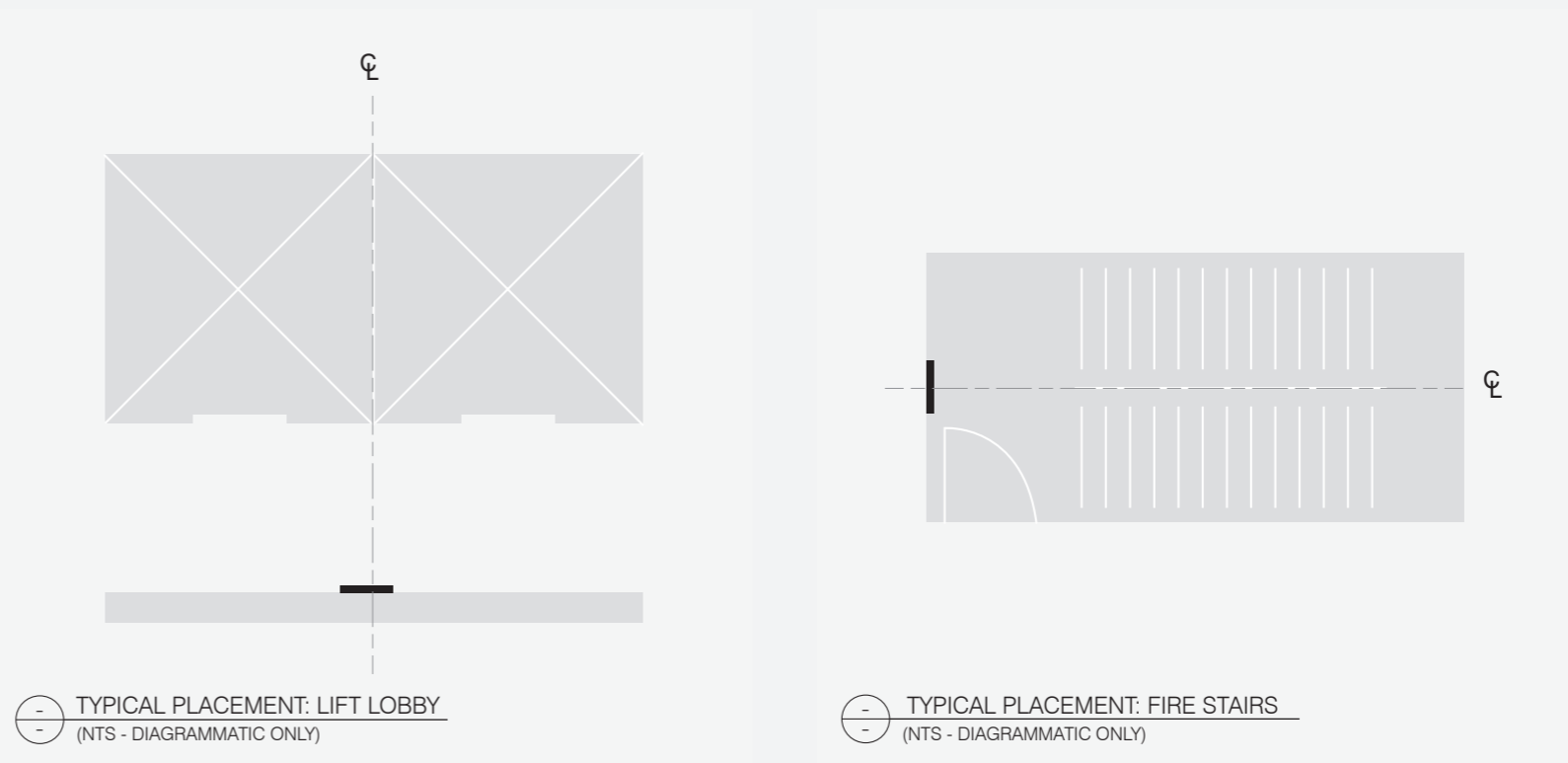
#### Placement Principles

##### How to Locate

Sign to be located so that it is visible on arrival to the level, and mounted on wall directly opposite:

- Lift opening
- Escalator landing
- Stair landing

Ensure sign is not obstructed by open doors or furniture placement.



# S.30

## Level Identification

### Typical Graphic Setout

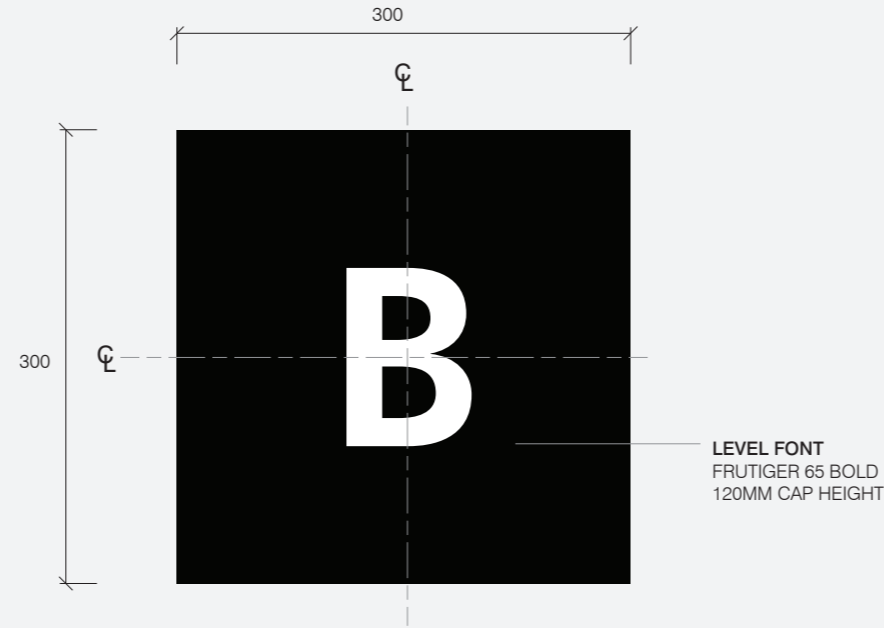
#### Specification Details

6mm matte black acrylic panel with profile cut vinyl graphics in matte white applied to panel.

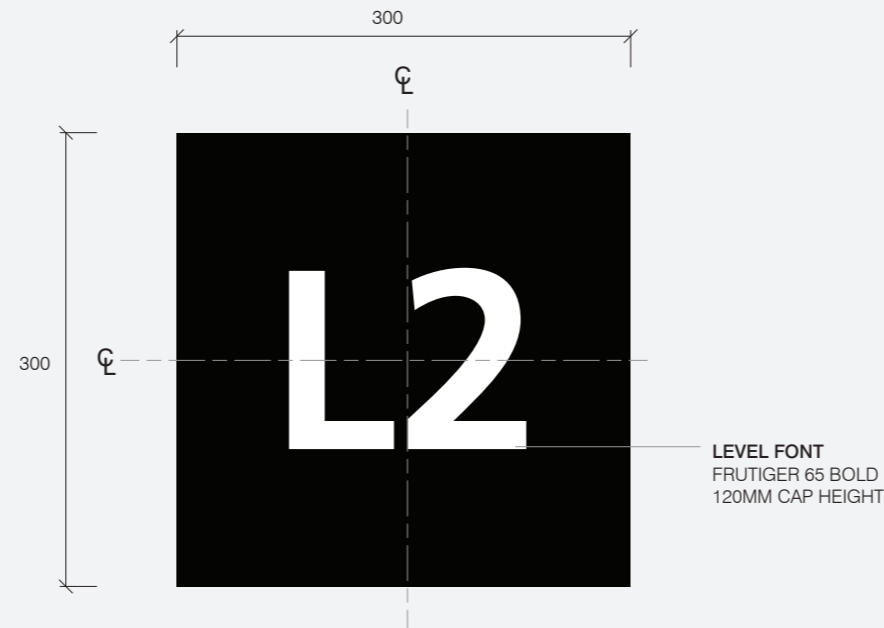
Sign surface mounted direct to wall.

#### General Notes

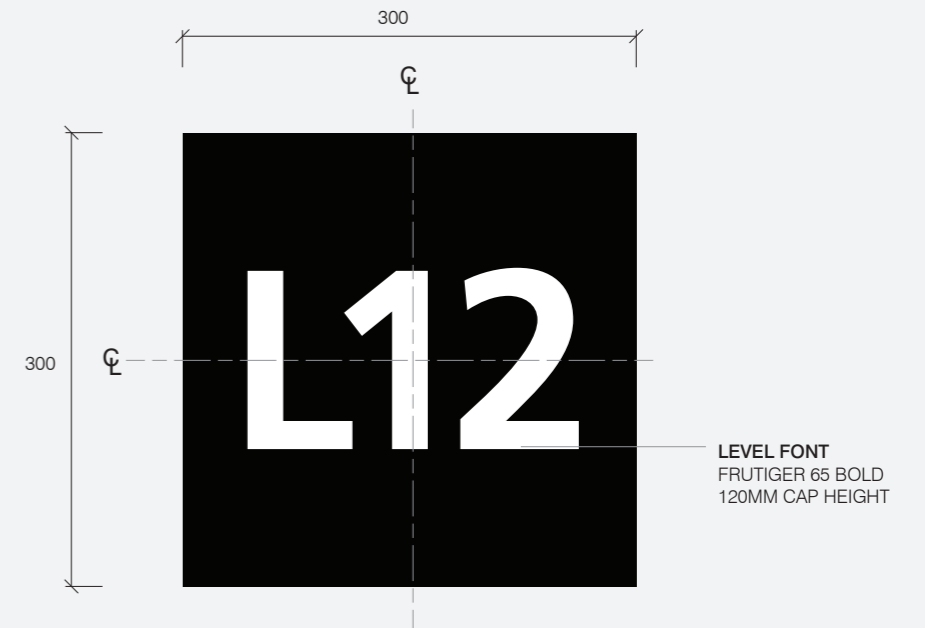
Message is typical only.



TYPICAL GRAPHIC SETOUT 01  
(Scale 1:5)



TYPICAL GRAPHIC SETOUT 02  
(Scale 1:5)



TYPICAL GRAPHIC SETOUT 03  
(Scale 1:5)

# S.31 / S.32 / S.33

## Destination Identification

### Overview

**General Notes**  
The following is an overview of the Destination Identification sign type variations.

**Illumination**  
No

**Digital**                      **Data**  
No                                      No

# Long Destination Name Example



⊖ S.31 DESTINATION IDENTIFICATION - WALL MOUNTED  
⊖ (Scale 1:25)

⊖ S.32 DESTINATION IDENTIFICATION - DESK MOUNTED  
⊖ (Scale 1:25)

⊖ S.33 DESTINATION IDENTIFICATION - SUSPENDED  
⊖ (Scale 1:25)

# S.31

## Destination Identification Wall Mounted

### Overview

#### Description

Wall mounted identification sign for major and minor destinations within RMIT University campuses and buildings, eg RMIT Connect, Library etc.

#### Illumination

No

#### Digital

No

#### Data

No

#### Mounting Height & Placement

Minimum 2400mm from the FFL to the base of sign, with 200mm clear space to all edges of sign.

#### How to Locate

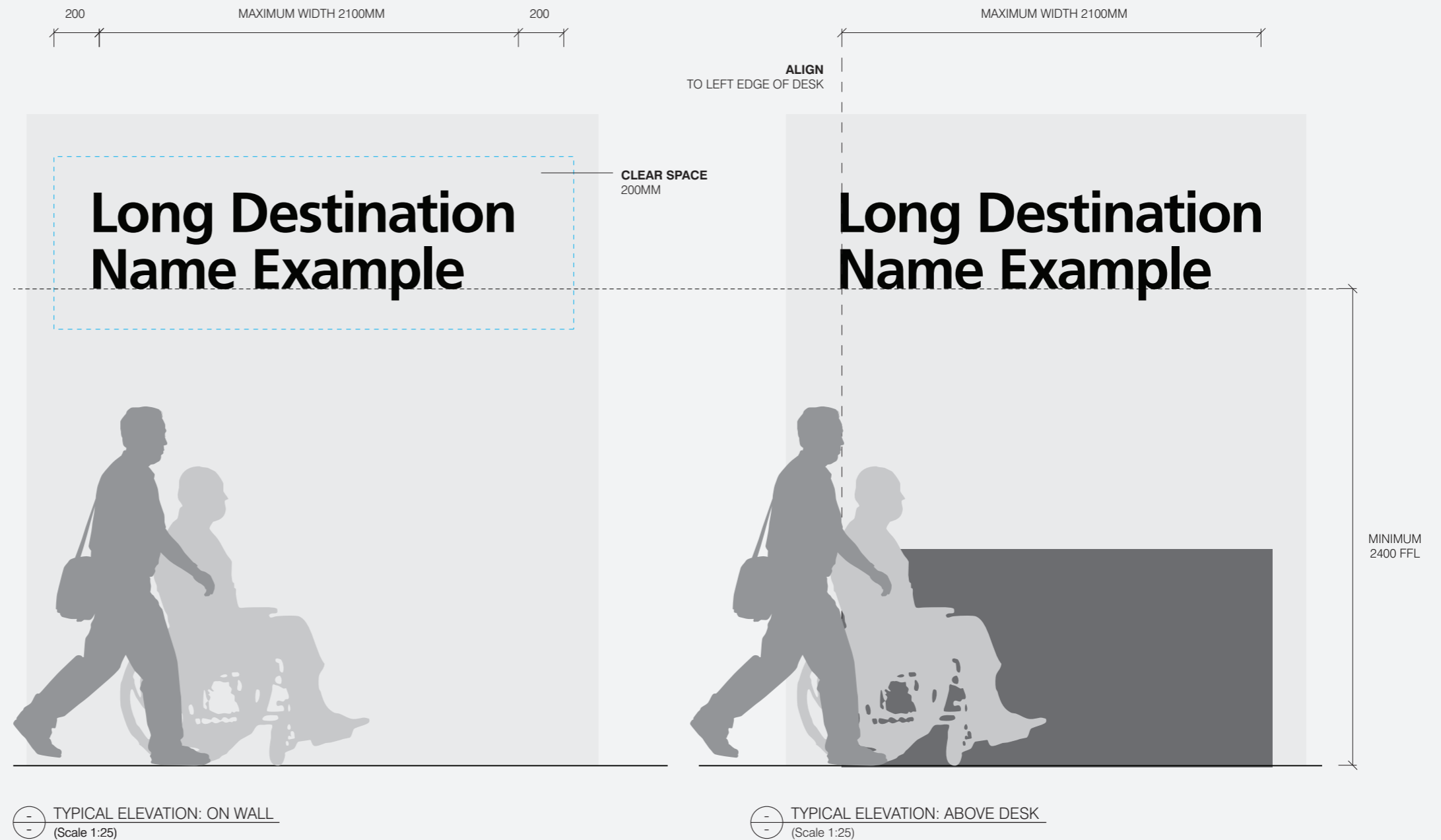
##### - Wall

Sign to be mounted to wall behind desk, either centred above desk or aligned to left edge of desk.

#### General Notes

Elevation is typical and indicative only.

Message is indicative only.



**S.31**

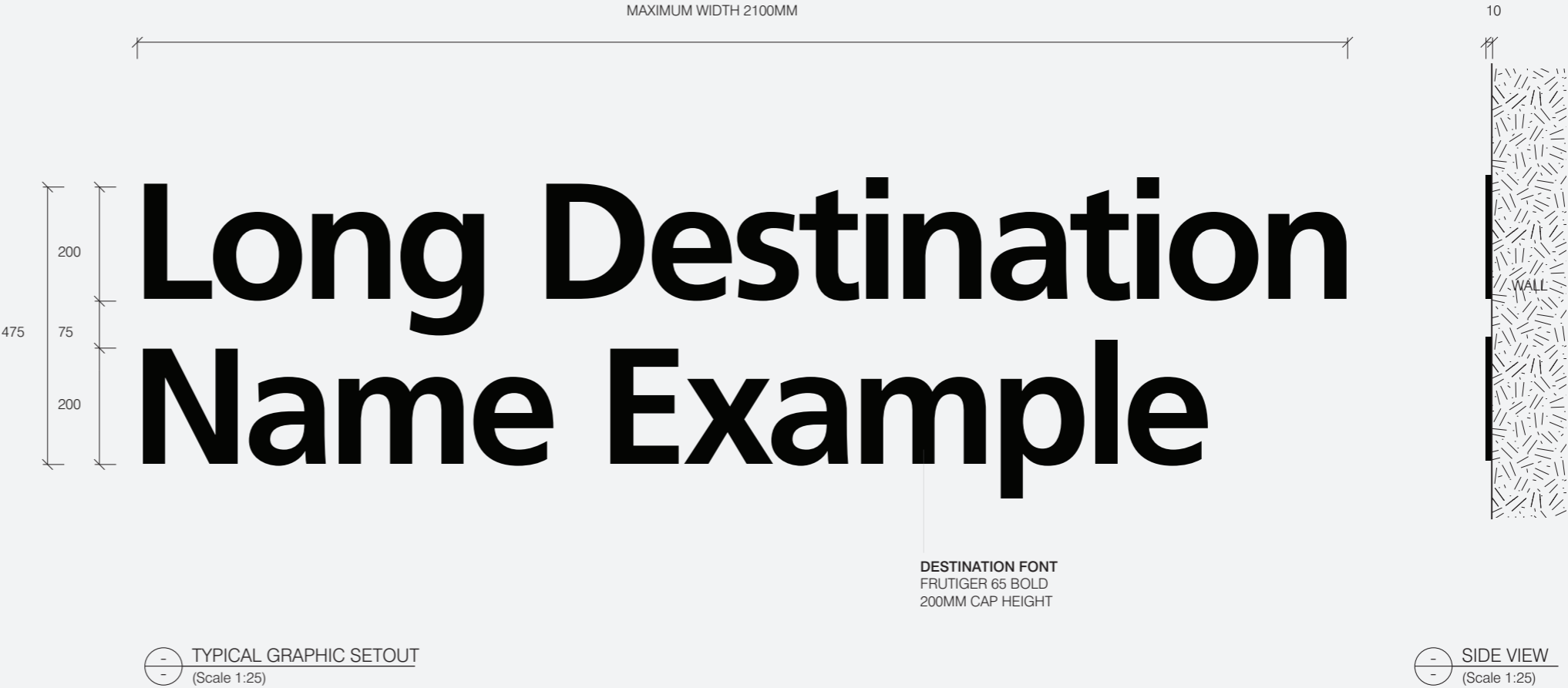
Destination Identification  
Wall Mounted

Typical Graphic Setout

**Specification Details**  
10mm matte black acrylic profile cut lettering, surface mounted direct to wall.

White lettering can be used in lieu of black to achieve 30% contrast with background.

Message is typical only.



## S.32

### Destination Identification Desk Mounted

#### Overview

##### Description

Desk mounted identification sign for major and minor destinations within RMIT University campuses and buildings, eg RMIT Connect, Library etc.

##### Illumination

No

##### Digital

No

##### Data

No

##### Placement

Sign mounted direct to joinery with 100mm clear space to all edges of sign.

##### General Notes

Elevation is typical and indicative only.

Message is indicative only.



**S.32**

Destination Identification  
Desk Mounted

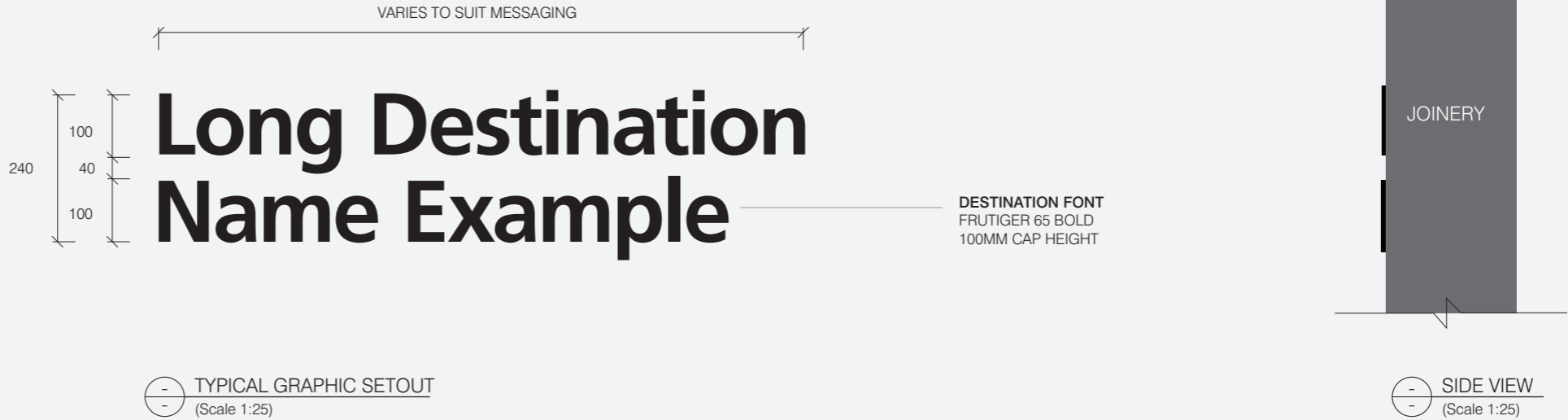
Typical Graphic Setout

**Specification Details**

6mm matte black acrylic profile cut lettering, surface mounted direct to joinery.

White lettering can be used in lieu of black to achieve 30% contrast with background.

Message is typical only.





# S.33

## Destination Identification Suspended

### Overview

#### Description

Suspended identification sign for major and minor destinations within RMIT University campuses and buildings, eg RMIT Connect, Library etc.

#### Illumination

No

#### Digital

No

#### Data

No

#### Mounting Height & Placement

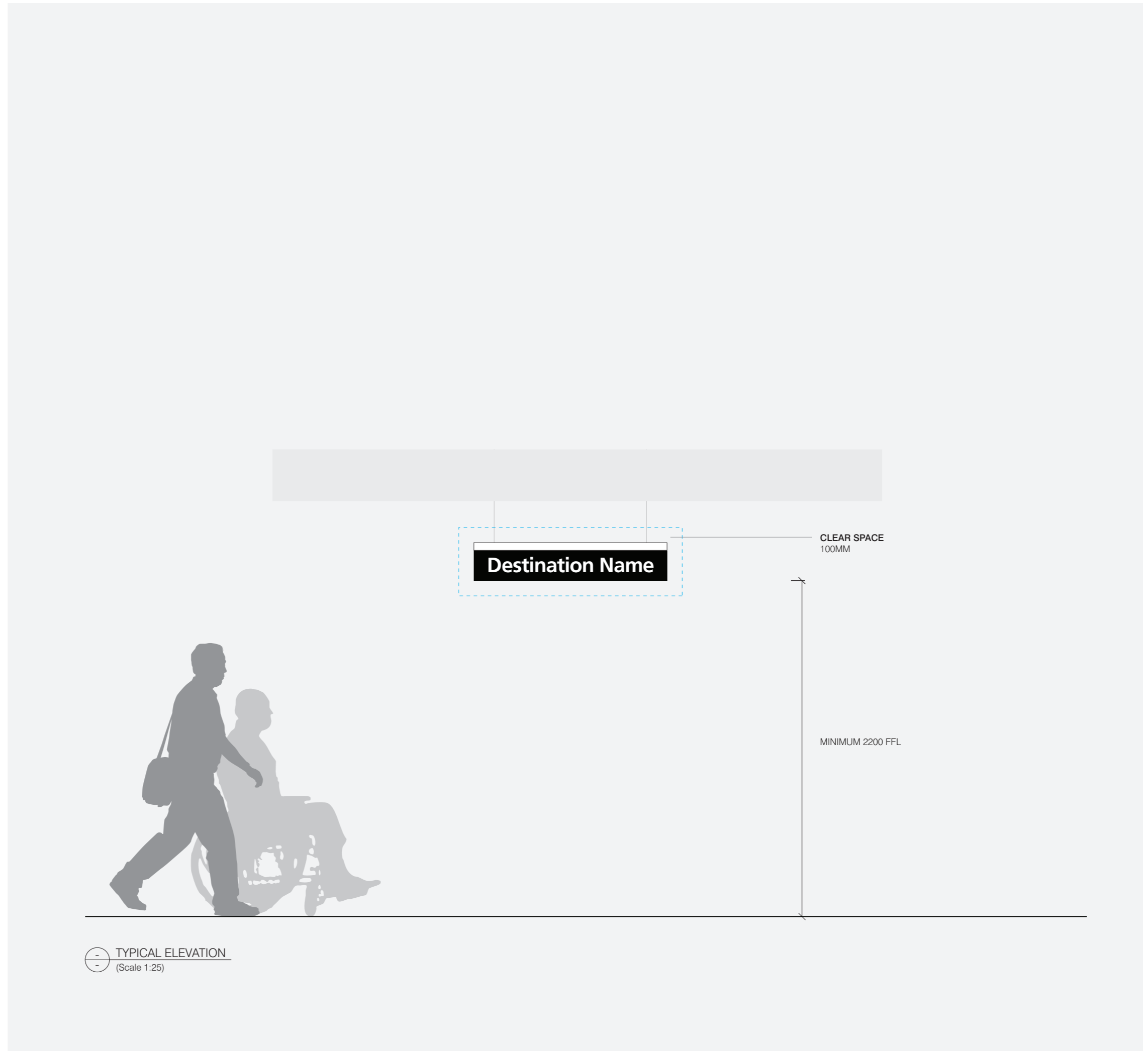
Minimum 2200mm from the FFL to bottom edge of sign.

#### General Notes

Sign is double sided.

Elevation is typical and indicative only.

Message is indicative only.



## S.33

### Destination Identification Suspended

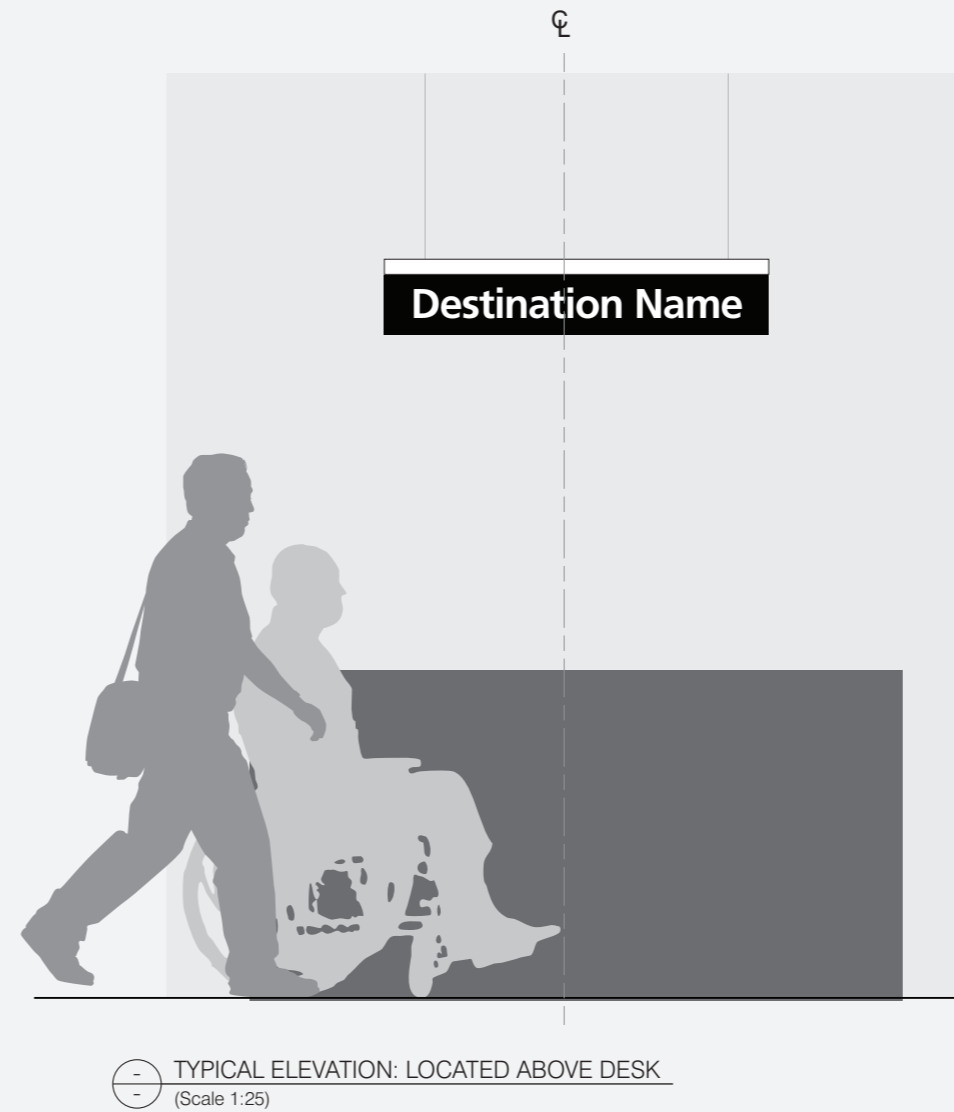
#### Placement Principle

##### How to Locate

Sign to be located centered above desk.

The sign must not be obstructed by or interfere with building services such as; sprinkler systems, security cameras, emergency egress or exit signage.

Front face of sign to align to front edge of desk.



⊖ TYPICAL ELEVATION: LOCATED ABOVE DESK  
(Scale 1:25)

## S.33

# Destination Identification Suspended

## Typical Graphic Setout

### Specification Details

10mm matte white acrylic panel.

2qty 5mm matte black acrylic panel with profile cut vinyl graphics in matte white applied to panel.

Black panels VHB mounted to front and back face of white panel.

Fixed to ceiling via cable suspension system.  
Product: Griplock 'Wisp' Cable Suspension System  
<https://www.griplocksyste.ms.com/product/wisp>

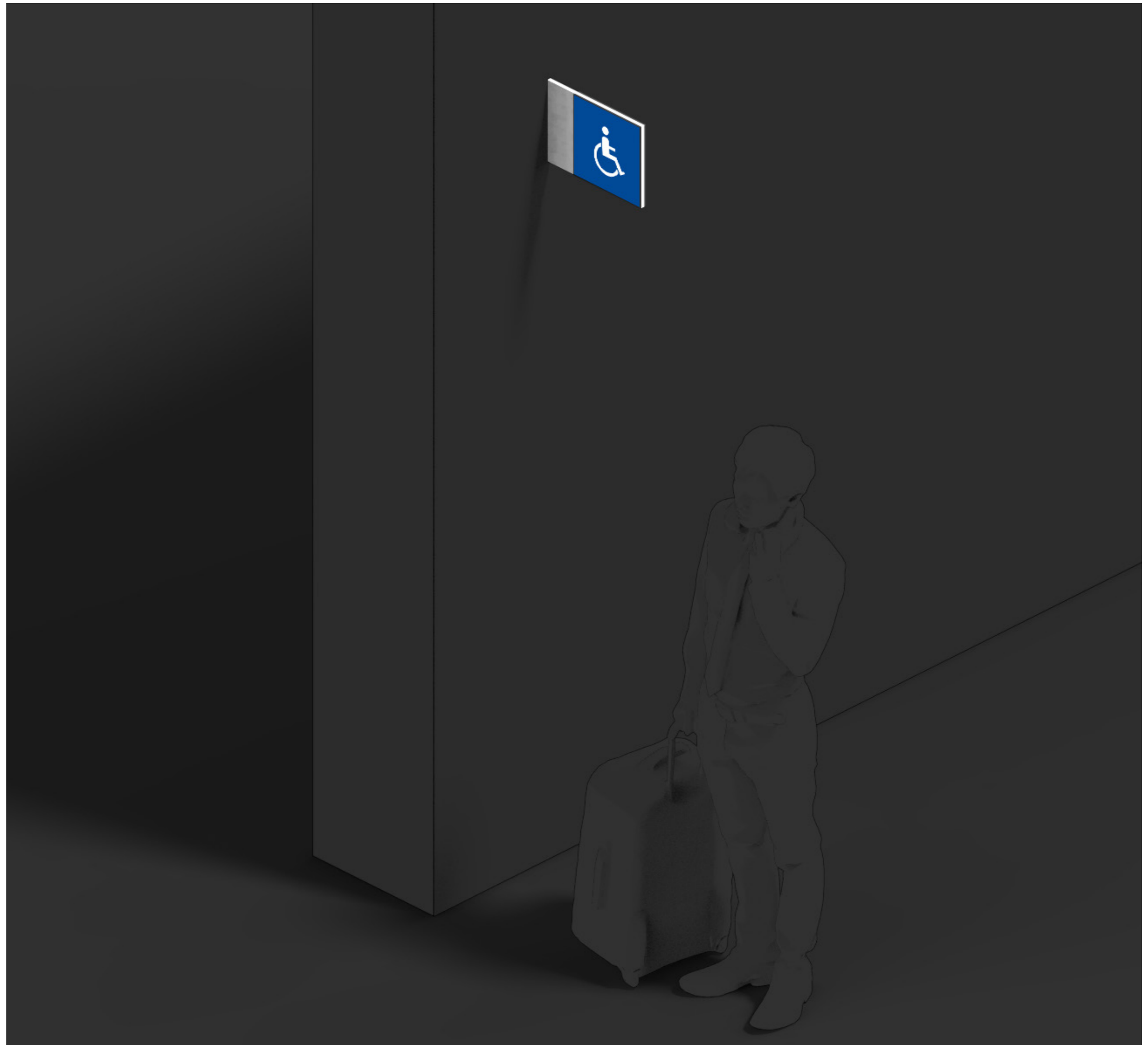
Sign can be double sided.

Message is typical only.



**S.34**

Amenity Identification  
Projected



# S.34

## Amenity Identification Projected

### Overview

#### Description

- Projected sign used to identify:
- wireless internet locations
  - the entry to amenities
  - the entry to a stair or lift

#### Illumination

No

#### Digital

No

#### Data

No

#### Mounting Height & Placement

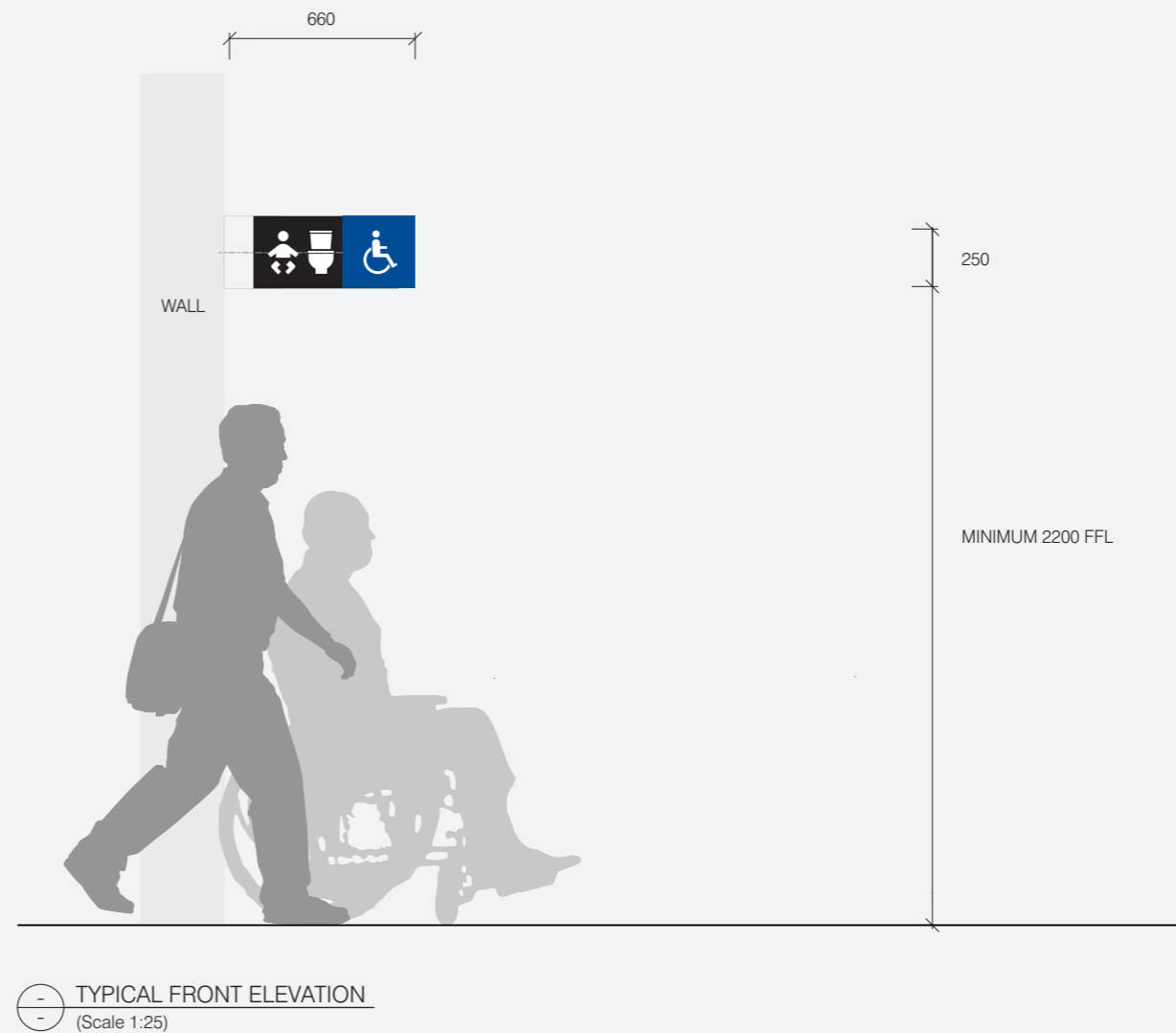
Minimum 2200mm to the FFL to bottom edge of sign.

#### General Notes

Sign can be double sided.

Elevation is typical and indicative only.

Message is indicative only.



# S.34

## Amenity Identification Projected

### Placement Principle

#### How to Locate

Located at entry to amenities eg:

- Toilets
- Showers
- Parents Room
- Baby Change
- Reflection Room

services:

- Wireless Internet Location
- ATM

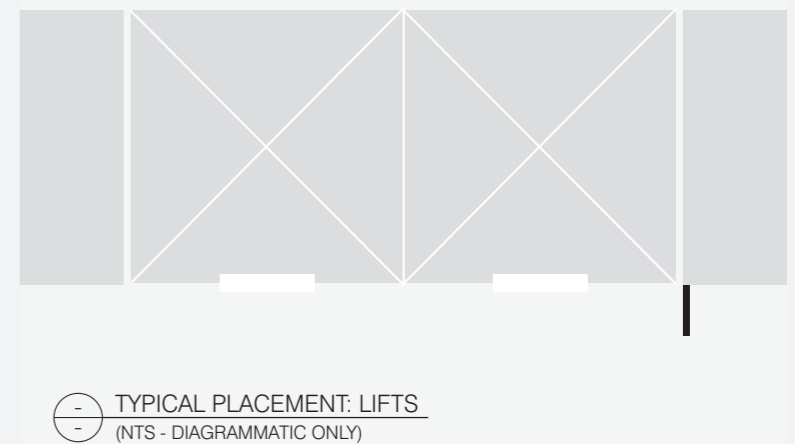
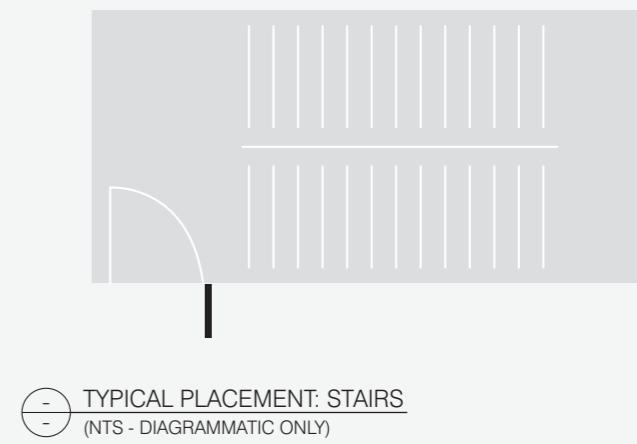
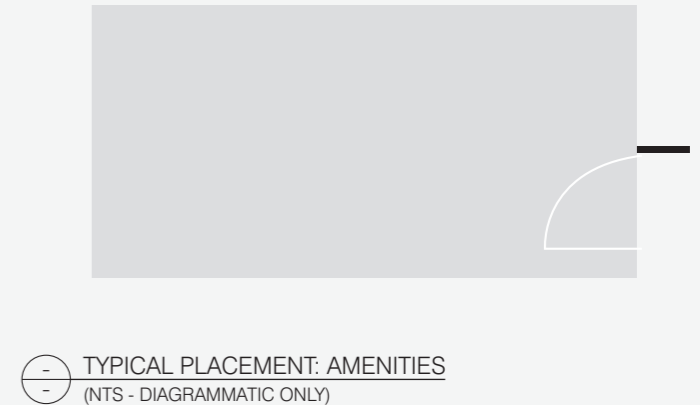
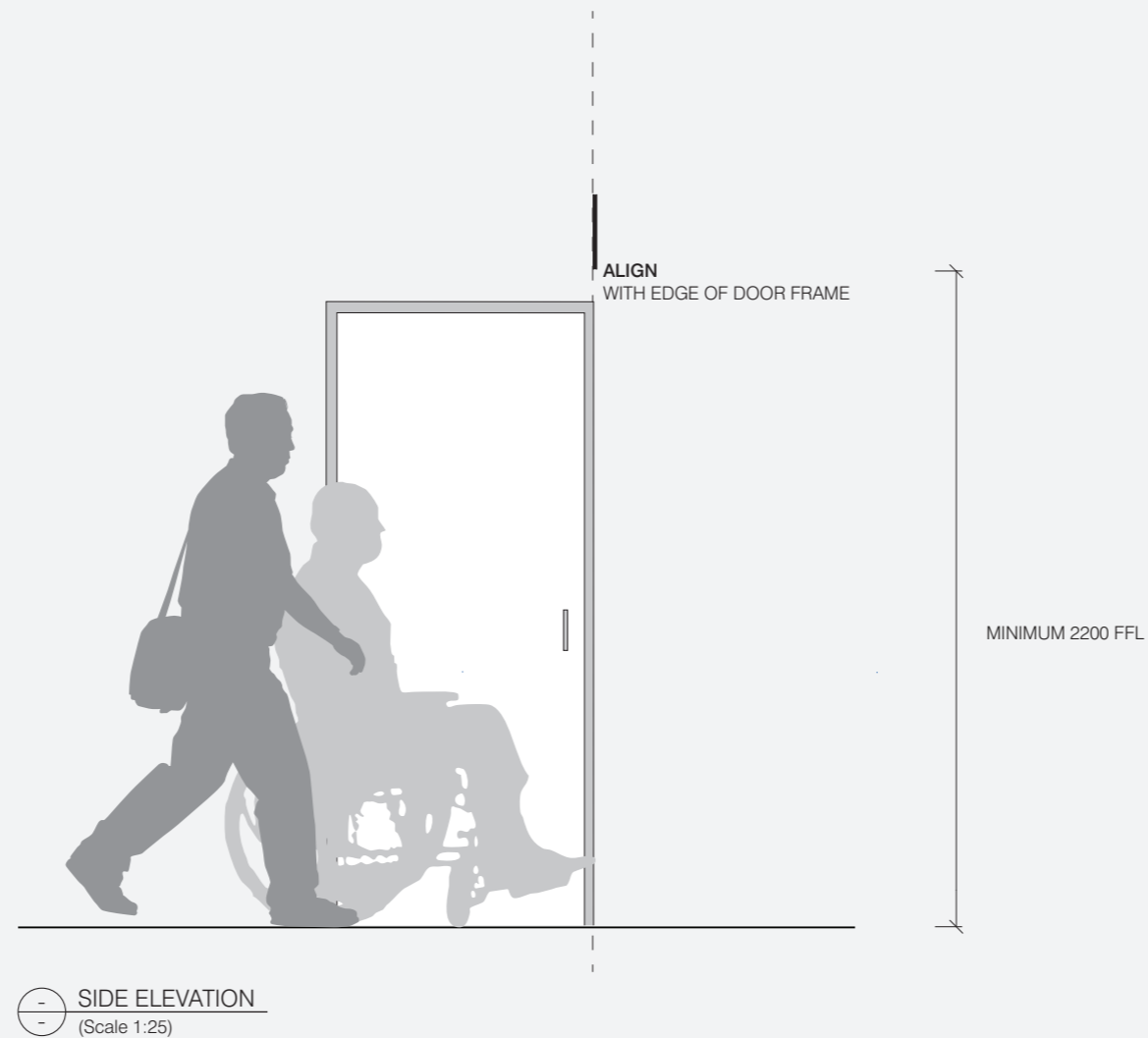
and vertical transport:

- Stairs
- Lifts
- Escalators

Sign to be located so it is visible from main path of circulation, orientated to suit direction of approach.

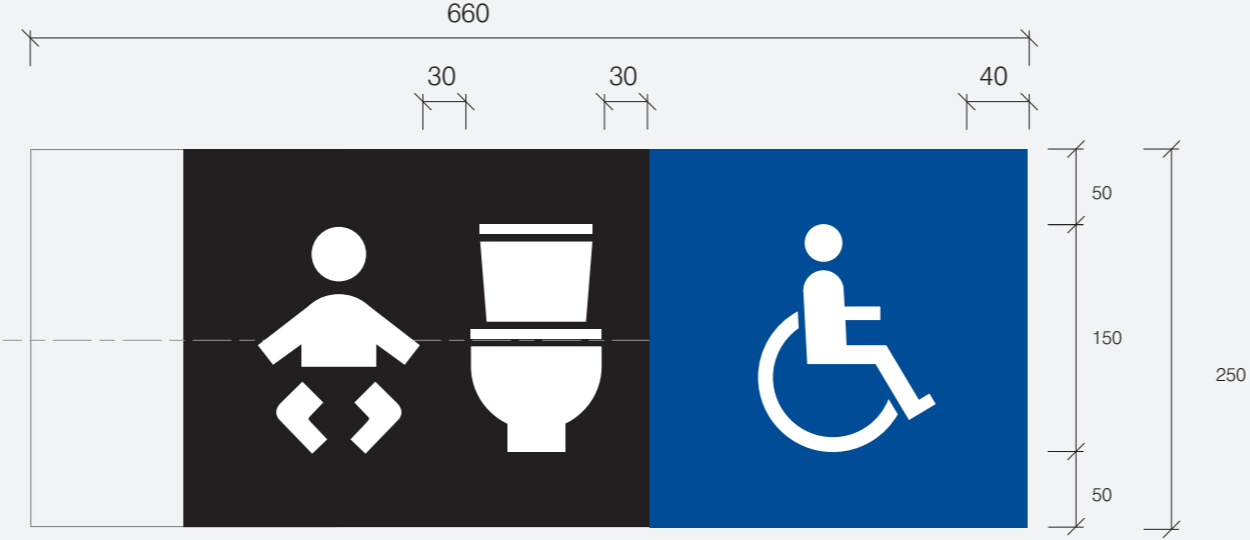
Sign to sit above the door, latch side, with sign face to align with the edge of the door frame.

Ensure no obstruction to sightlines by ceiling mounted objects such as pipes, sprinklers, security cameras, emergency egress or exit signage.

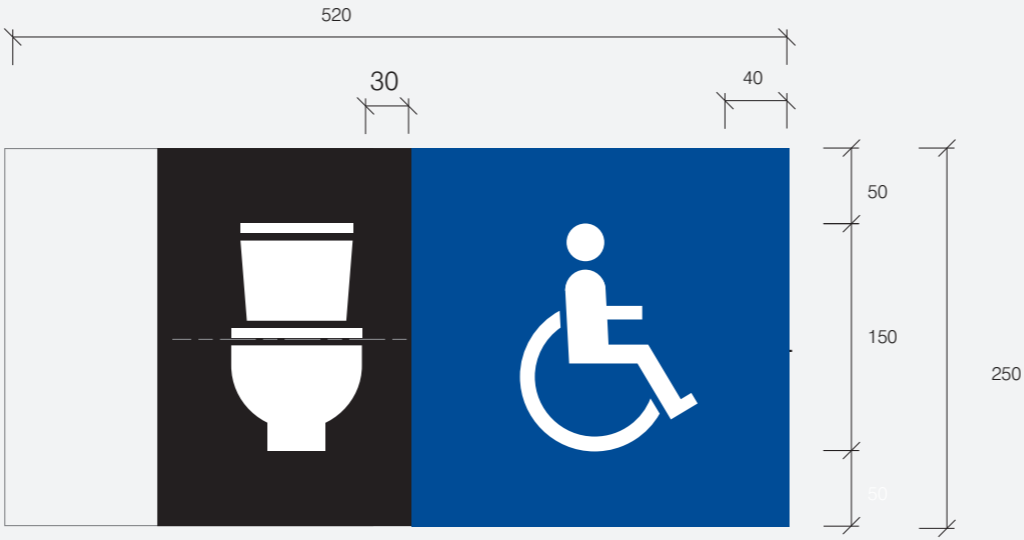


**S.34**  
Amenity Identification  
Projected

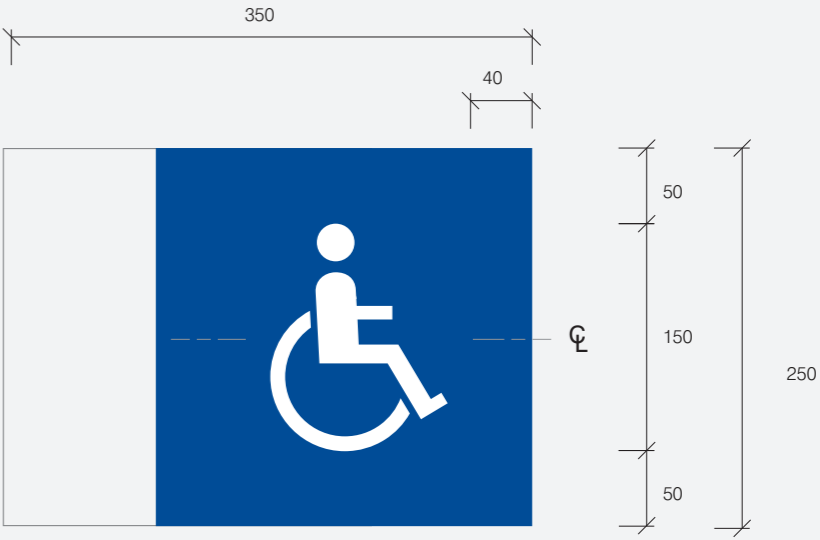
Typical Graphic Setout



⊖ TYPICAL GRAPHIC SETOUT 01: 3 PICTOGRAMS  
⊖ (Scale 1:5)



⊖ TYPICAL GRAPHIC SETOUT 02: 2 PICTOGRAMS  
⊖ (Scale 1:5)



⊖ TYPICAL GRAPHIC SETOUT 03: 1 PICTOGRAM  
⊖ (Scale 1:5)

# S.34

## Amenity Identification

### Projected

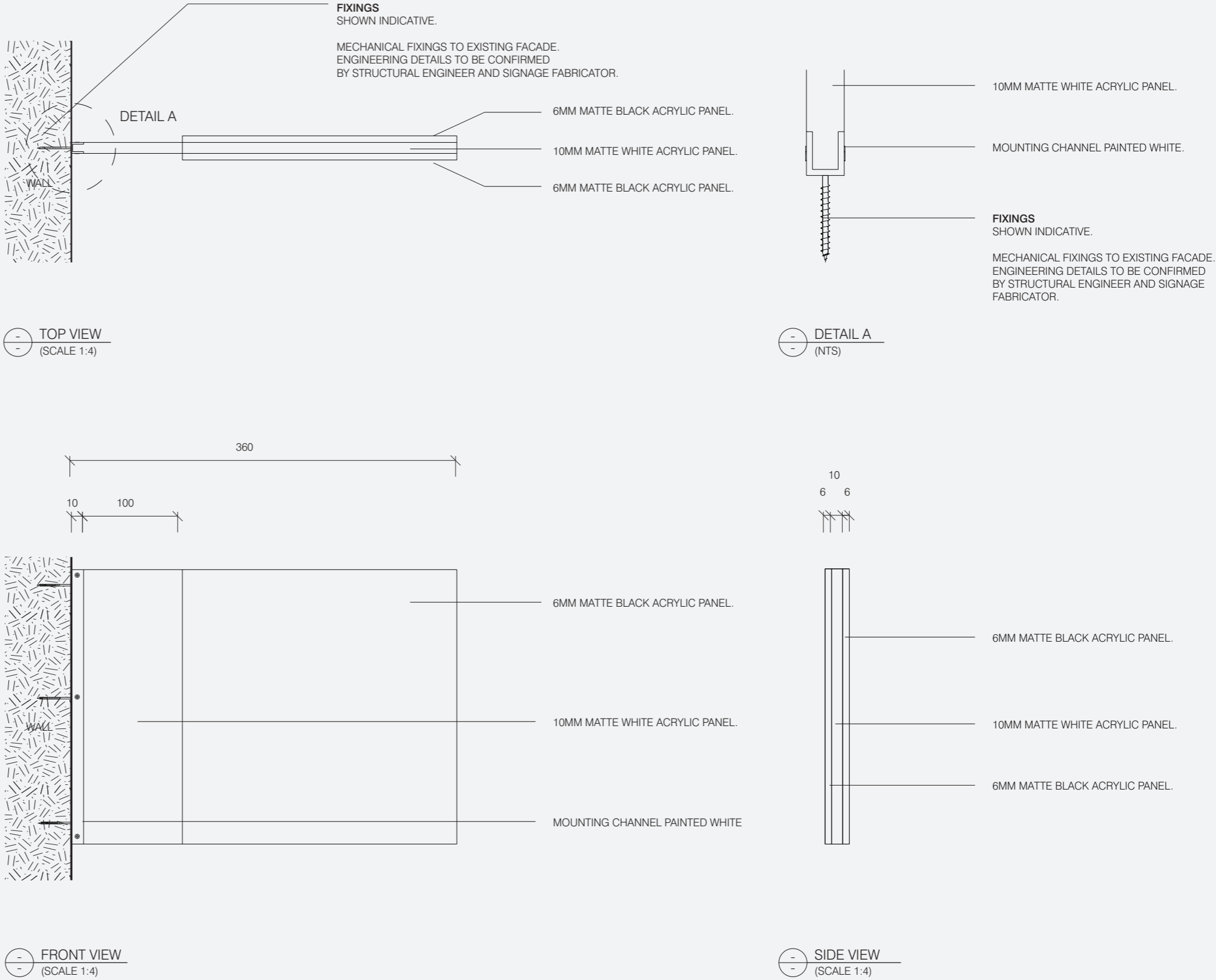
### Construction Detail

**Specification Details**  
 10mm matte white acrylic internal panel.

2qty 6mm matte black acrylic panels with profile cut vinyl graphics applied to panel faces, VHB mounted to front and back face of white panel.

Sign fixed to wall substrate with aluminium channel and concealed fixings as required.

Details shown convey design intent only and are subject to engineering certification.



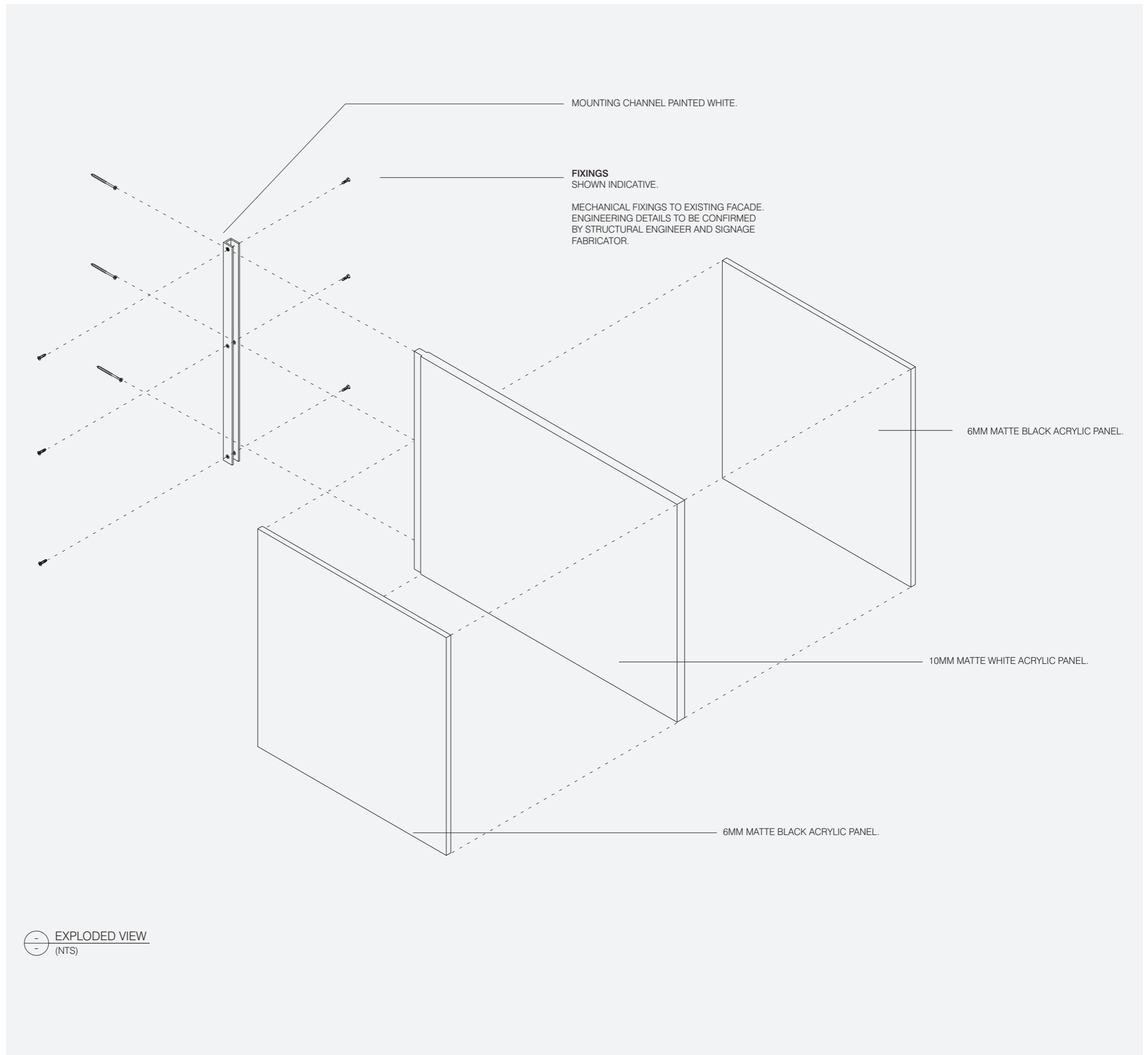


# S.34

## Amenity Identification Projected

### Construction Detail

Details shown convey design intent only and are subject to engineering certification.



# S.35 / S.36 / S.37

## Room Signs

### Overview

#### Overview

The following is an overview of the sign types used to identify rooms.

#### Illumination

No

#### Digital

No

#### Data

No

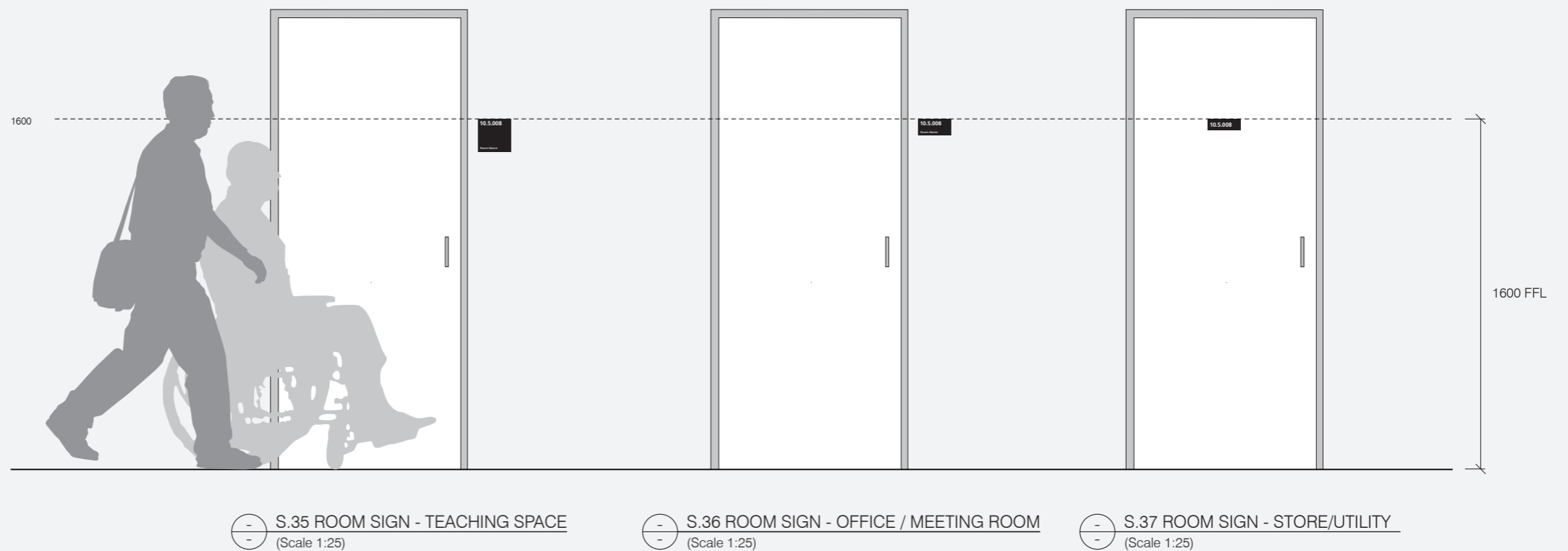
#### Mounting Height & Placement

1600mm from the FFL to the top of sign.

#### General Notes

Elevation is typical and indicative only.

Message is indicative only.



**S.35**

Room Sign  
Teaching Space



## S.35

### Room Sign Teaching Space

#### Overview

#### Description

Wall or glazing mounted sign to identify teaching spaces.

#### Illumination

No

#### Digital

No

#### Data

No

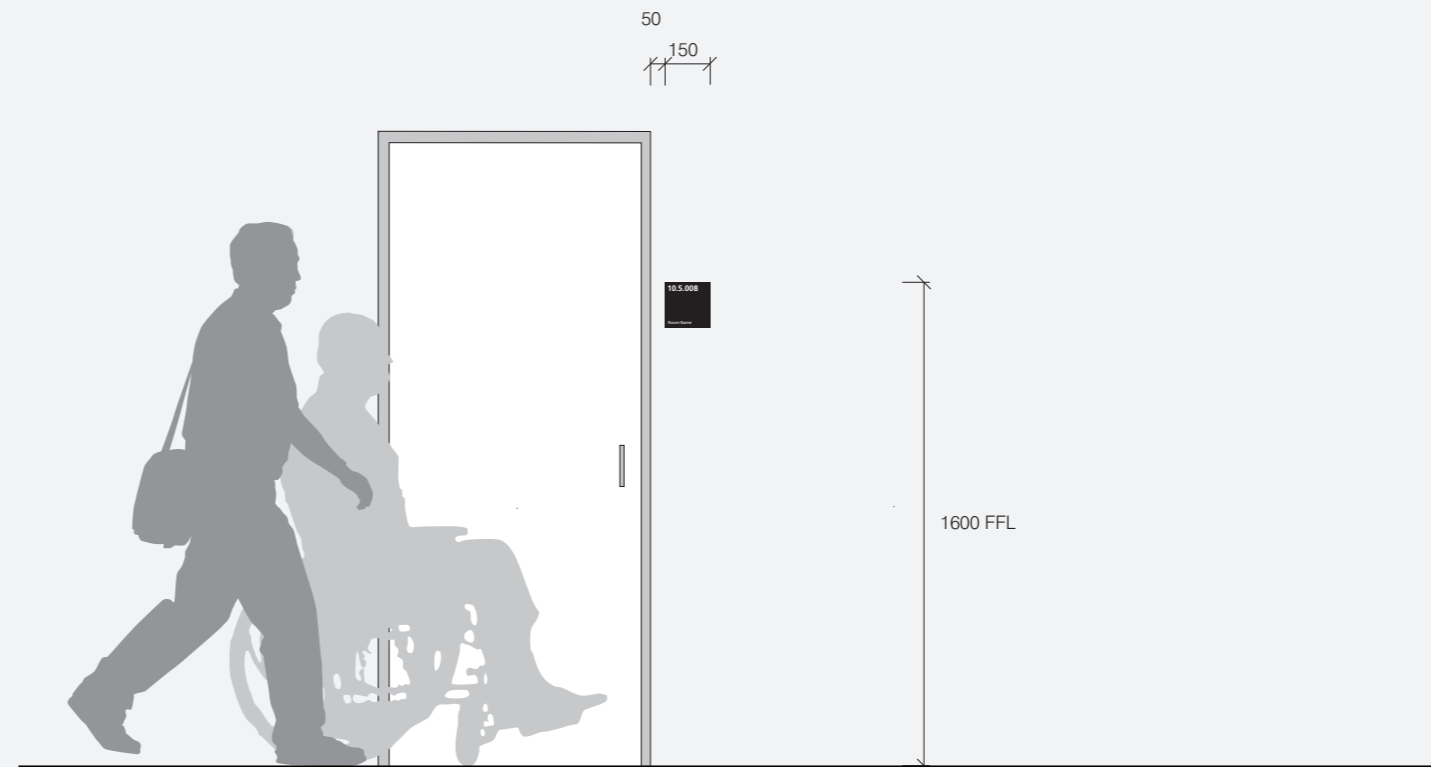
#### Mounting Height & Placement

1600mm from the FFL to the top of sign, mounted to latch side of door, offset 50mm from door frame.

#### General Notes

Elevation is typical and indicative only.

Message and map is indicative only.



⊖ TYPICAL FRONT ELEVATION  
(Scale 1:25)

# S.35

## Room Sign Teaching Space

### Typical Graphic Setout and Construction Detail

#### Graphic Setout

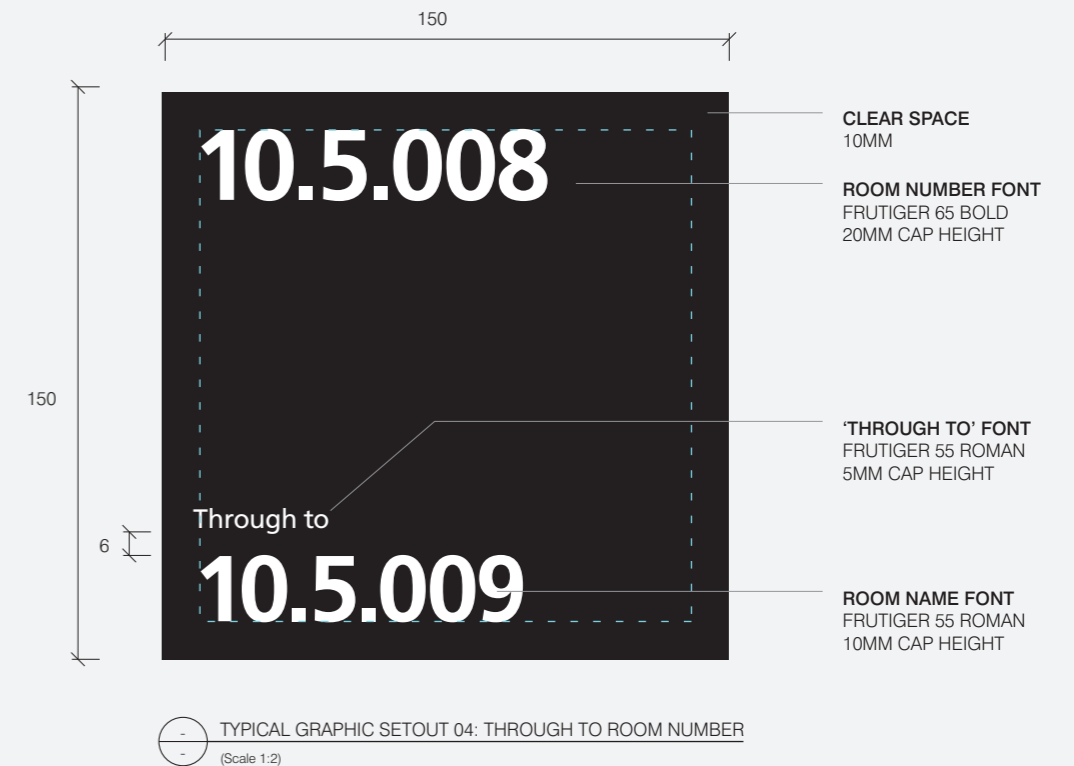
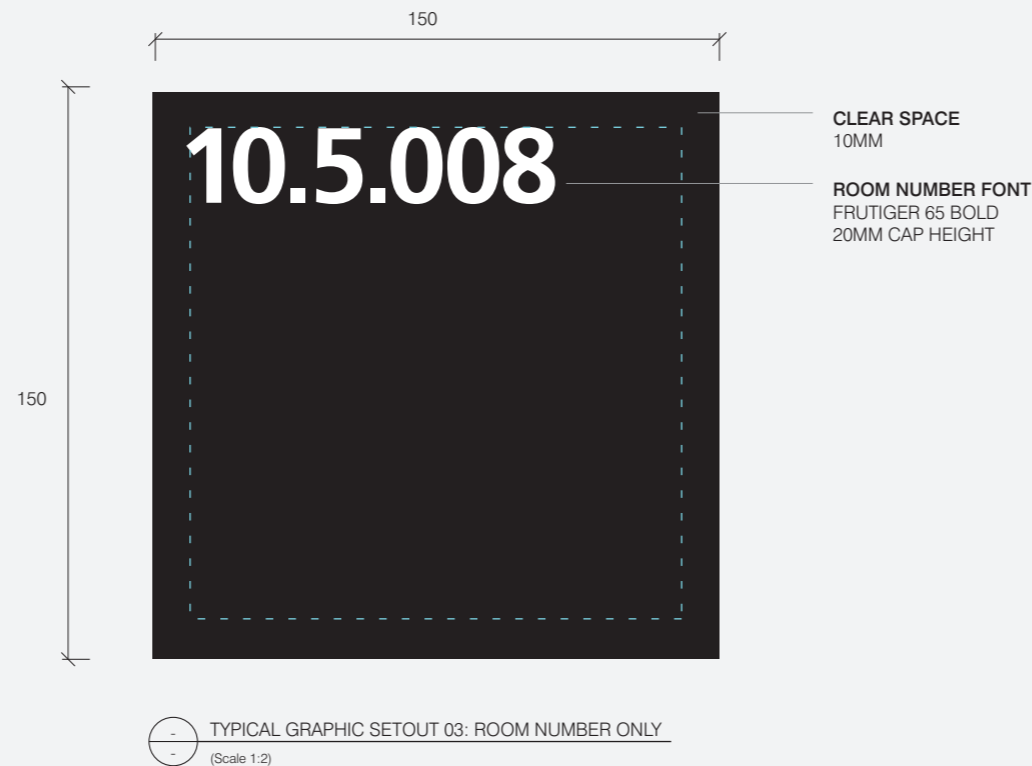
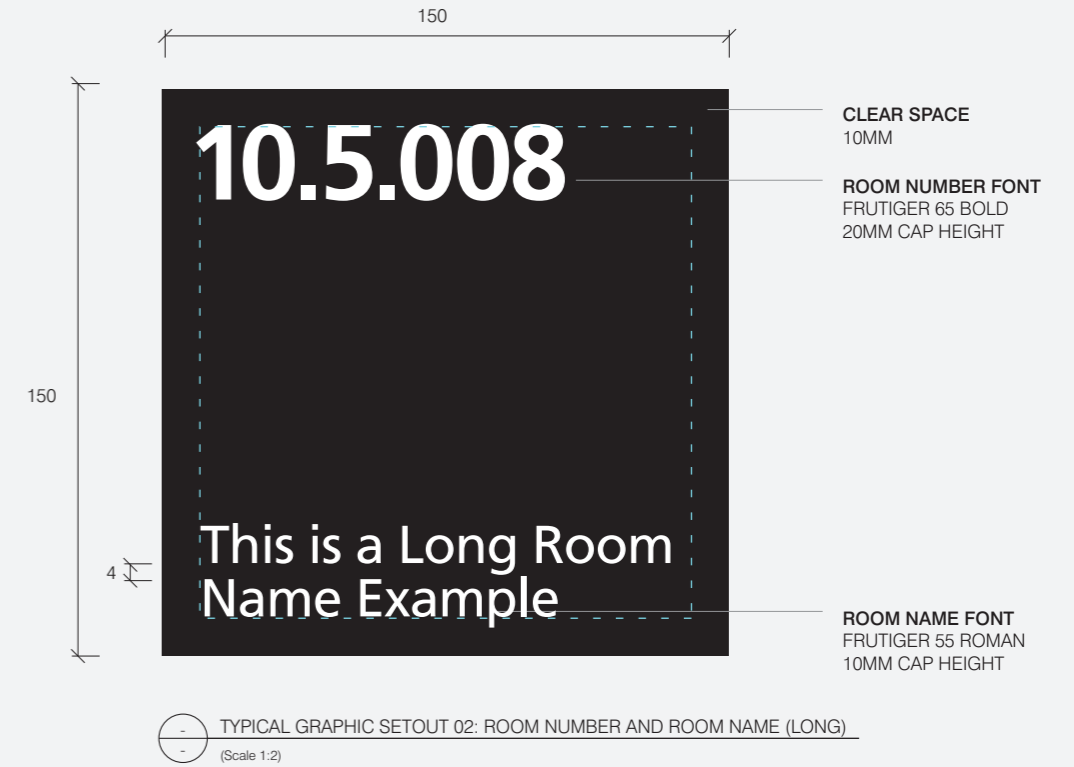
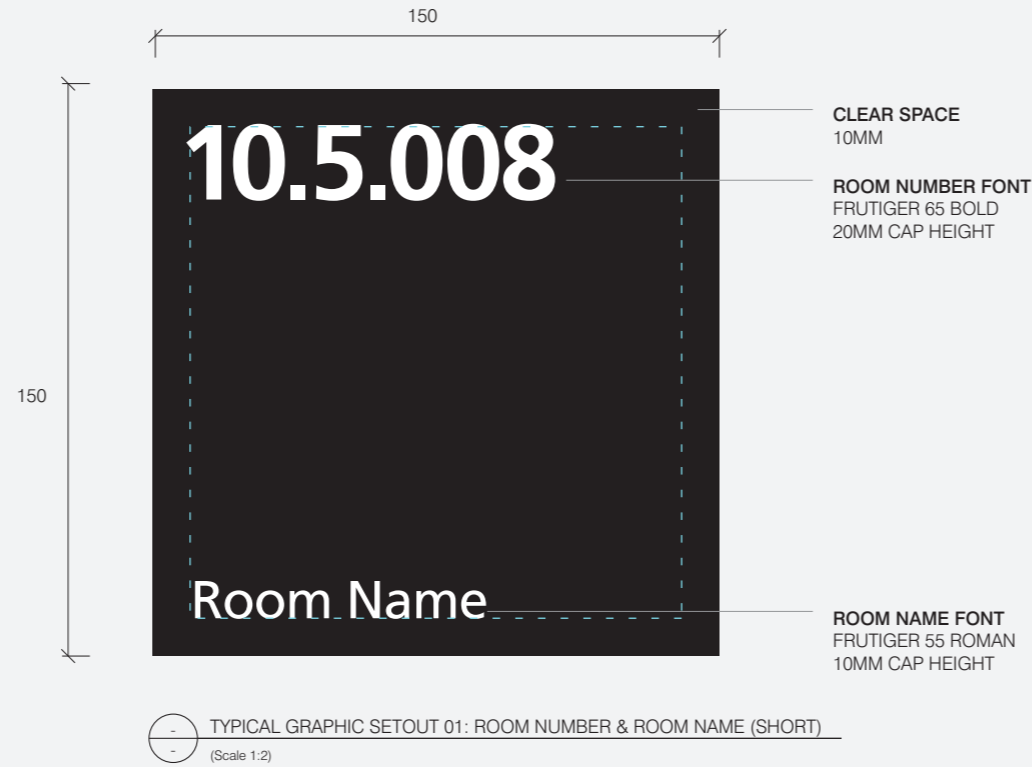
The following is an overview of typical graphic setouts.

Message is indicative only.

#### Specification Details

6mm matte black acrylic panel with profile cut vinyl graphics in matte white applied to panel, surface mounted direct to wall or glazing using VHB tape.

When applied to glazing, apply a profile cut vinyl patch to back face of glazing to conceal adhesive. Vinyl colour and size to match panel colour and size.



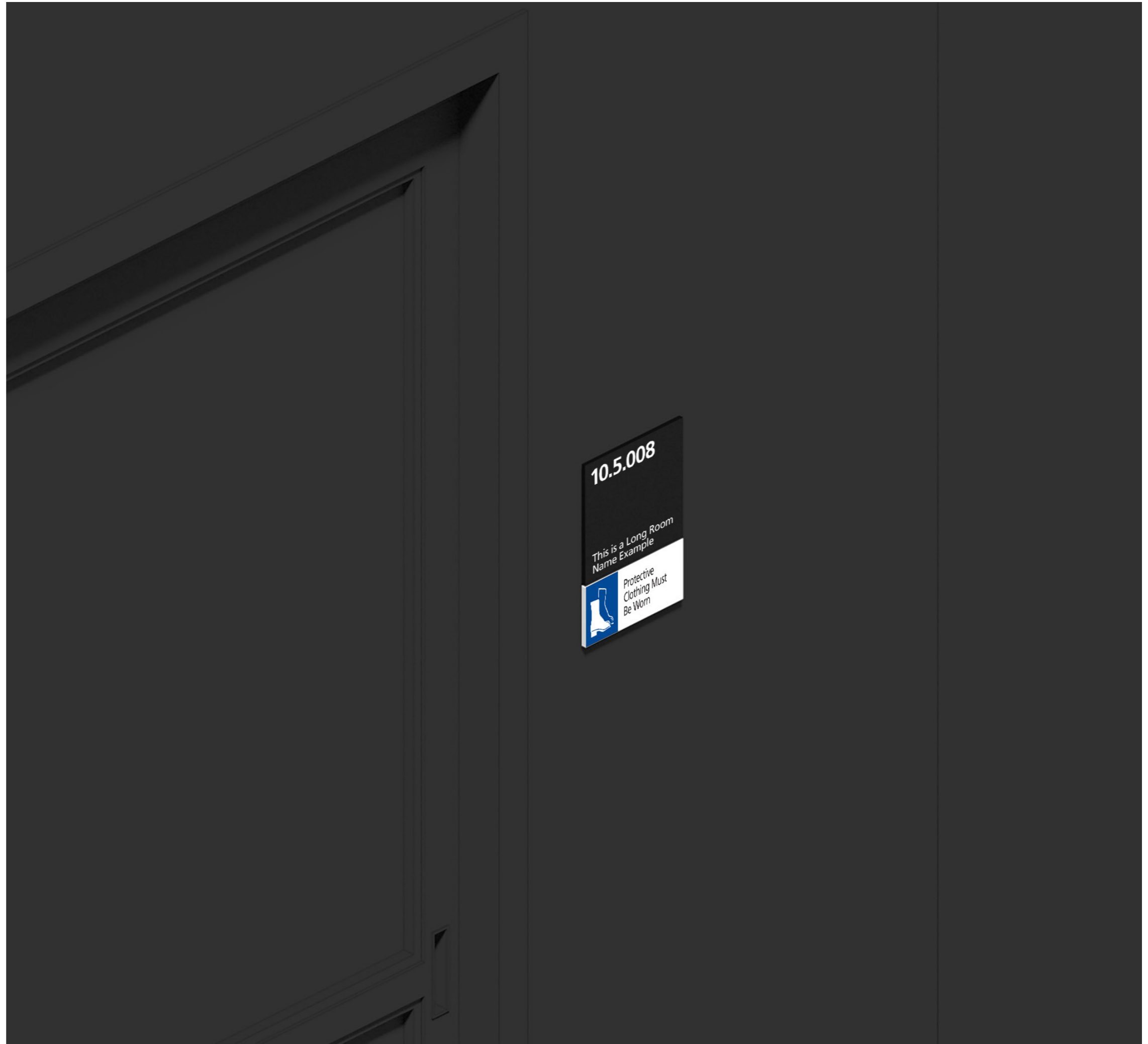
## S.35

Room Sign

Teaching Space

Co-located with S.38 Room Sign

Supplementary Panel



# S.35

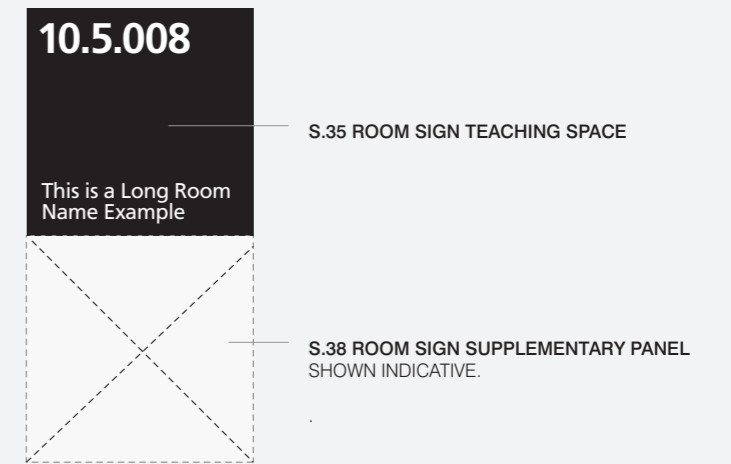
## Room Sign Teaching Space

### Co-locating Principles

Additional panels can be added below the room sign if required. Refer to S.38 Room Sign Supplementary Panel for more information.



TYPICAL FRONT ELEVATION: CO LOCATED WITH S.38 ROOM SIGN SUPPLEMENTARY PANEL  
(Scale 1:25)



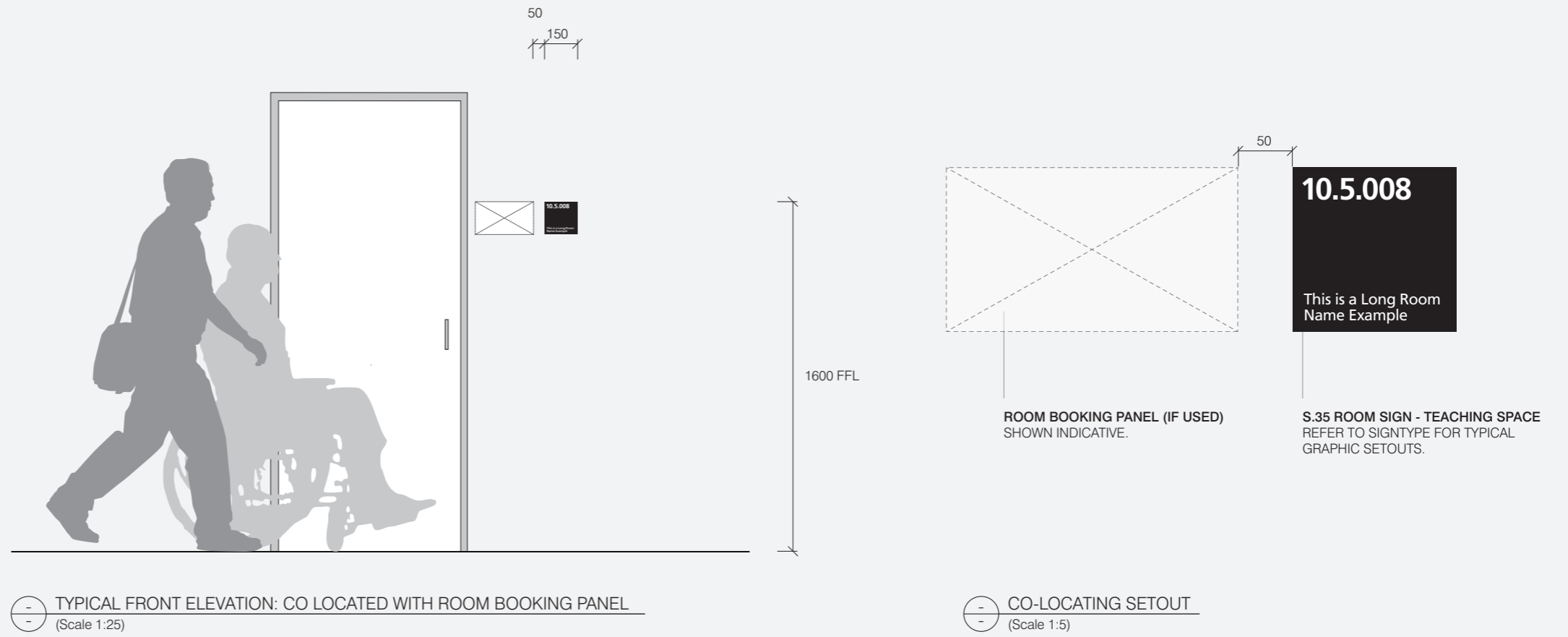
TYPICAL CO-LOCATING SETOUT  
(Scale 1:5)

# S.35

## Room Sign Teaching Space

### Co-Locating Principles

When co-located with a digital room booking panel, align the top edge of the sign with the top edge of the room booking panel, and offset 50mm.

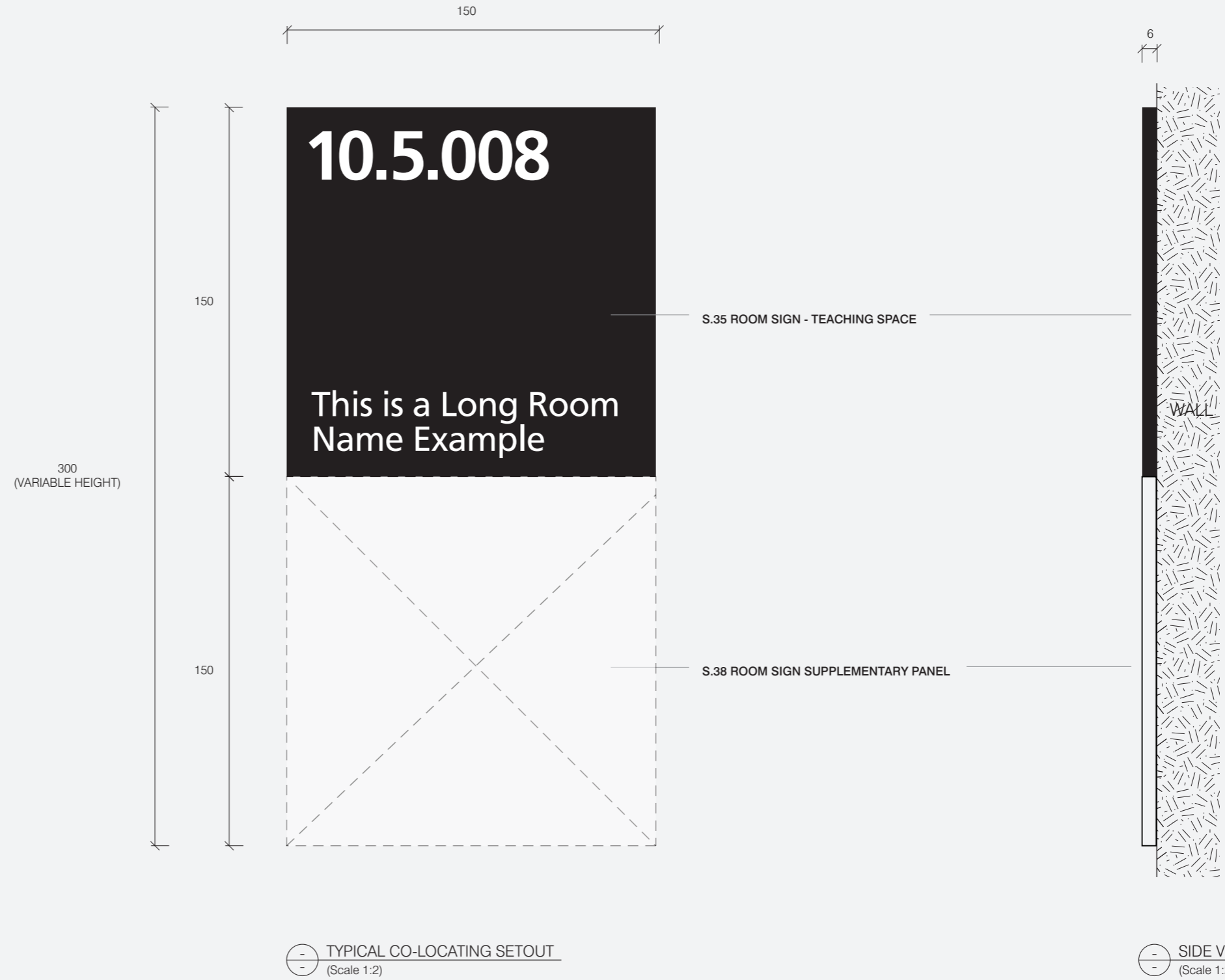




# S.35

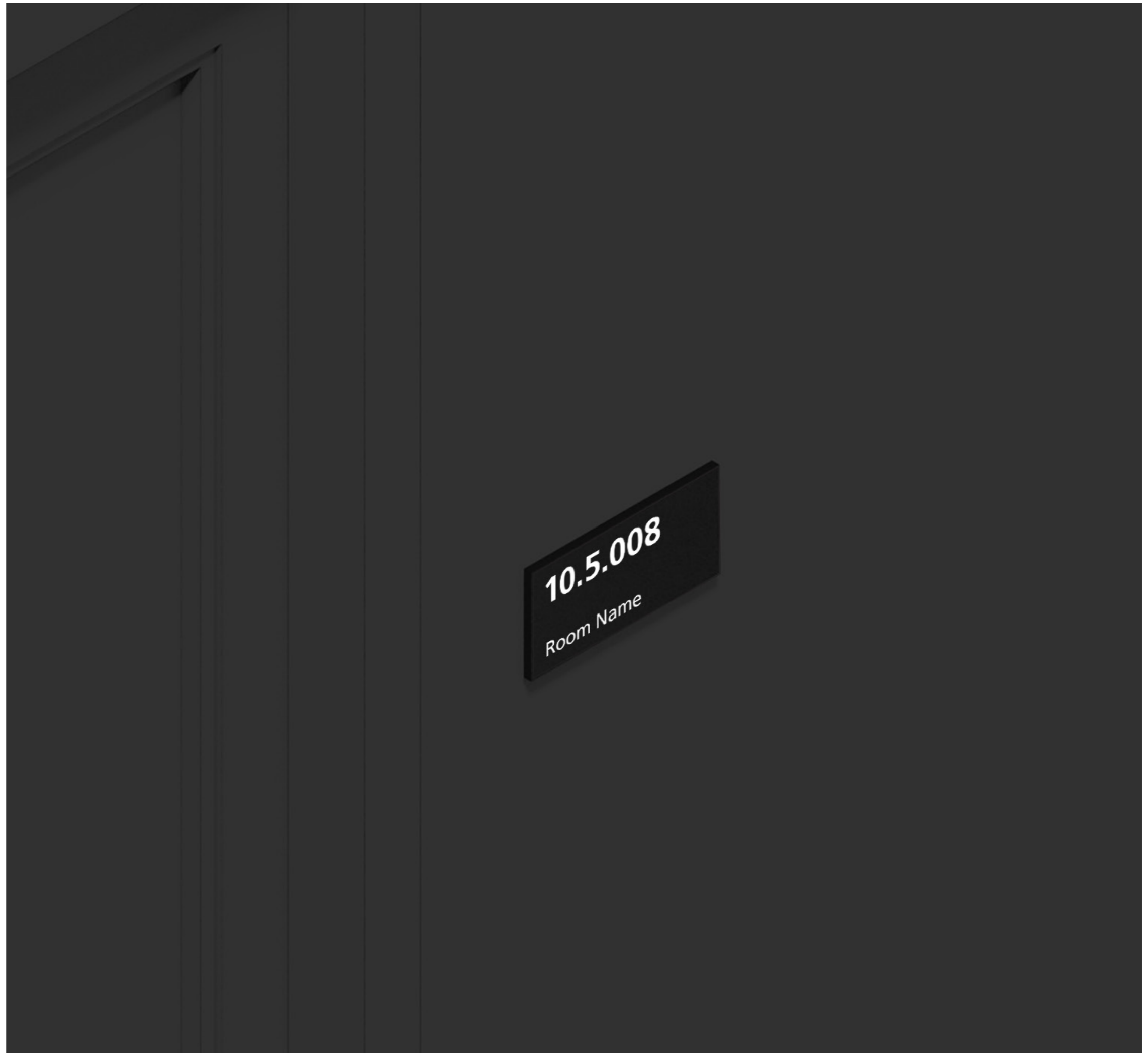
Room Sign  
Teaching Space

Co-Locating Principles



**S.36**

Room Sign  
Office / Meeting Room



# S.36

## Room Sign Office / Meeting Room

### Overview

#### Description

Wall or glazing mounted sign to identify offices and meeting rooms.

#### Illumination

No

#### Digital

No

#### Data

No

#### Mounting Height & Placement

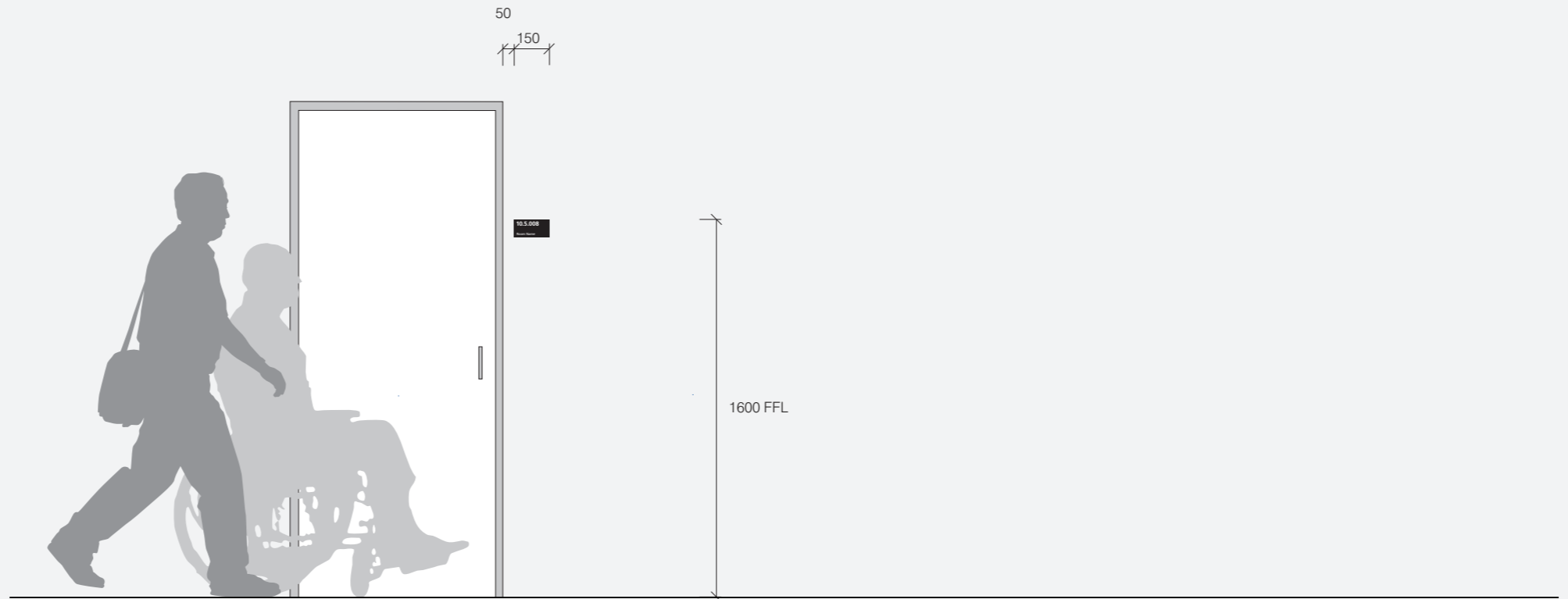
1600mm from the FFL to the top of sign, mounted to latch side of door, offset 50mm from door frame.

#### General Notes

Elevation is typical and indicative only.

Message is indicative only.

For rooms that may change names and uses often, a combination of S.37 and S.38 may be used.



TYPICAL FRONT ELEVATION  
(Scale 1:25)

# S.36

## Room Sign Office / Meeting Room

### Typical Graphic Setout and Construction Detail

#### Graphic Setout

The following is an overview of typical graphic setouts.

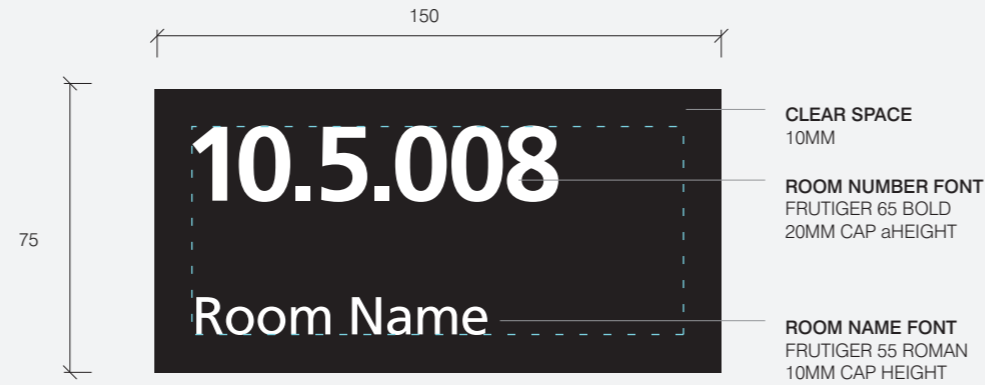
Message is indicative only.

#### Specification Details

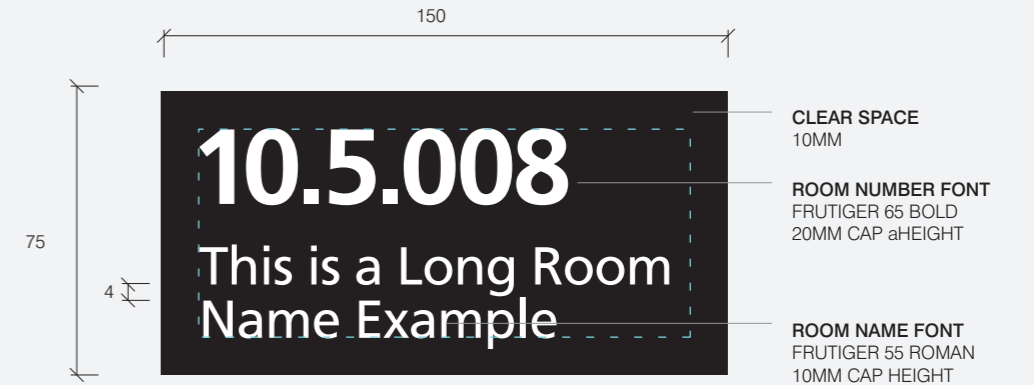
6mm matte black acrylic panel with profile cut vinyl graphics in matte white applied to panel, surface mounted direct to wall or glazing using VHB tape.

When applied to glazing, apply a profile cut vinyl patch to back face of glazing to conceal adhesive. Vinyl colour and size to match panel colour and size.

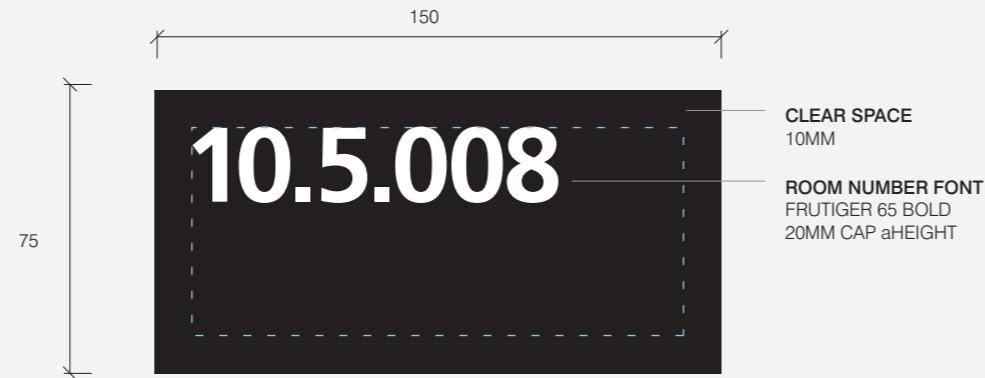
For details on co-location with other signs, refer to S.35 Room Sign - Teaching Space.



TYPICAL GRAPHIC SETOUT: ROOM NUMBER & ROOM NAME (SHORT)  
(Scale 1:2)



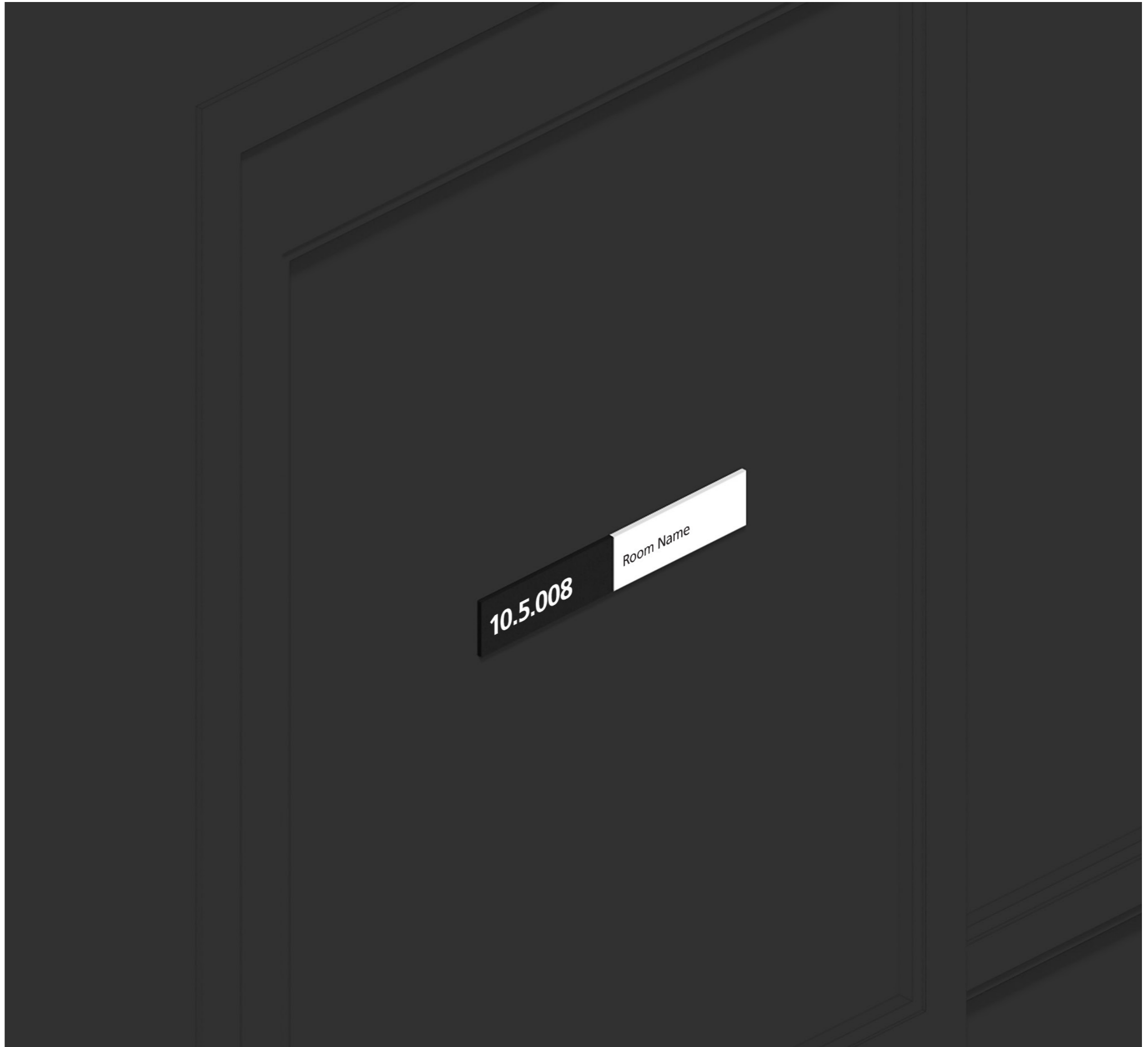
TYPICAL GRAPHIC SETOUT: ROOM NUMBER & ROOM NAME (LONG)  
(Scale 1:2)



TYPICAL GRAPHIC SETOUT: ROOM NUMBER ONLY  
(Scale 1:2)

**S.37**

Room Sign  
Store / Utility



## S.37

### Room Sign Store / Utility

#### Overview

#### Description

Door mounted sign to identify store and utility rooms (eg communication rooms, electrical, cleaners room).

#### Illumination

No

#### Digital

No

#### Data

No

#### Mounting Height & Placement

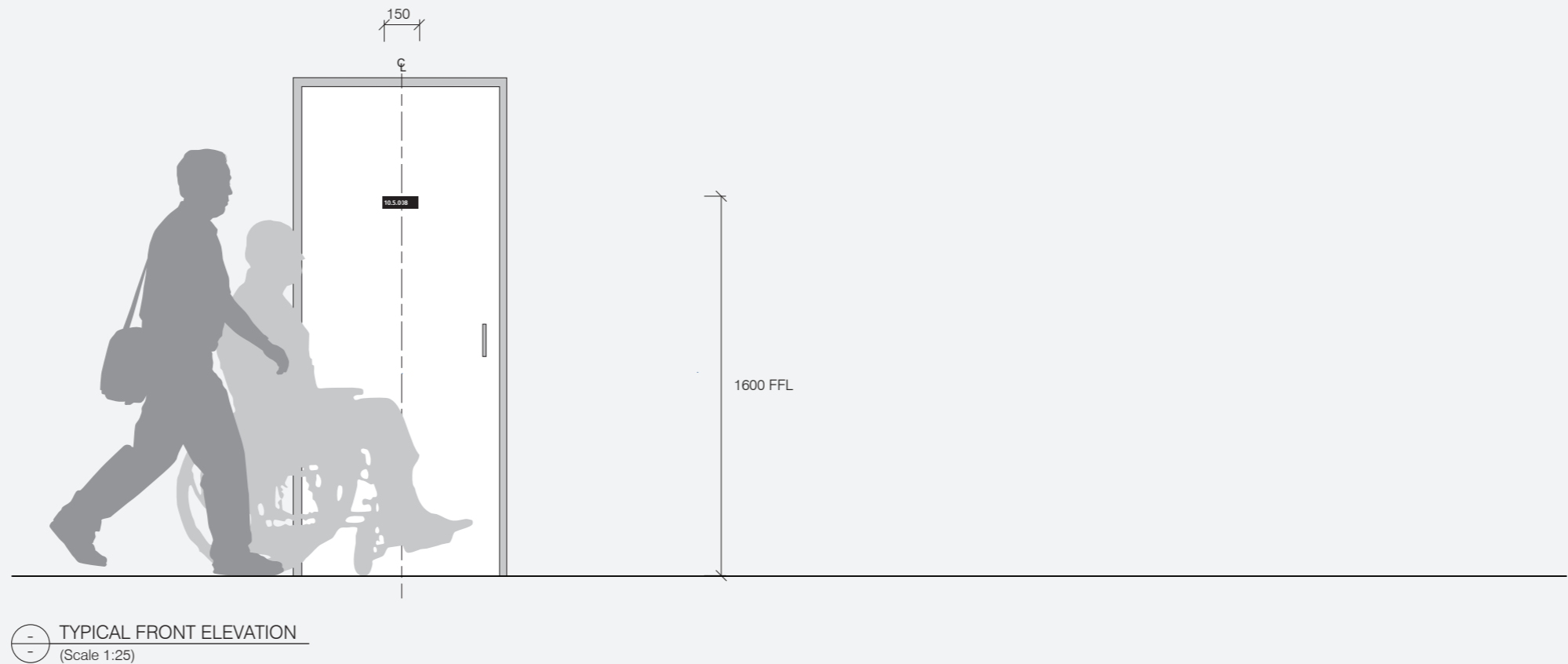
1,600mm from the FFL to the top of sign, centered on door.

#### General Notes

Elevation is typical and indicative only.

Message and map is indicative only.

For rooms that may change names and uses often, a combination of S.37 and S.38 may be used.



## S.37

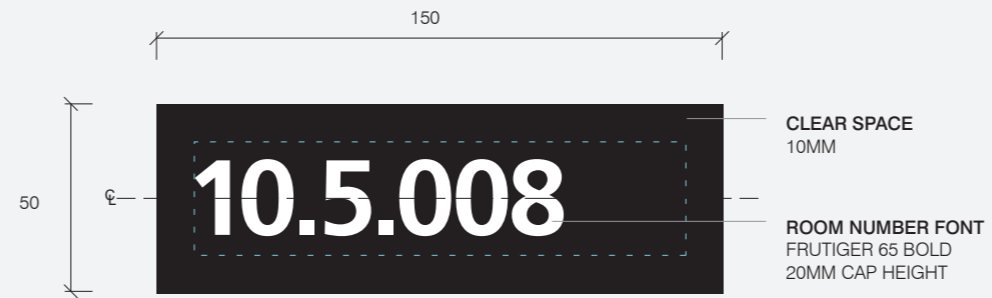
### Room Sign Store / Utility

#### Typical Graphic Setout and Construction Detail

##### Specification Details

6mm matte black acrylic panel with profile cut vinyl graphics in matte white applied to panel, surface mounted direct to wall or glazing using VHB tape.

When applied to glazing, apply a profile cut vinyl patch to back face of glazing to conceal adhesive. Vinyl colour and size to match panel colour and size.



TYPICAL GRAPHIC SETOUT: ROOM NUMBER  
(Scale 1:2)

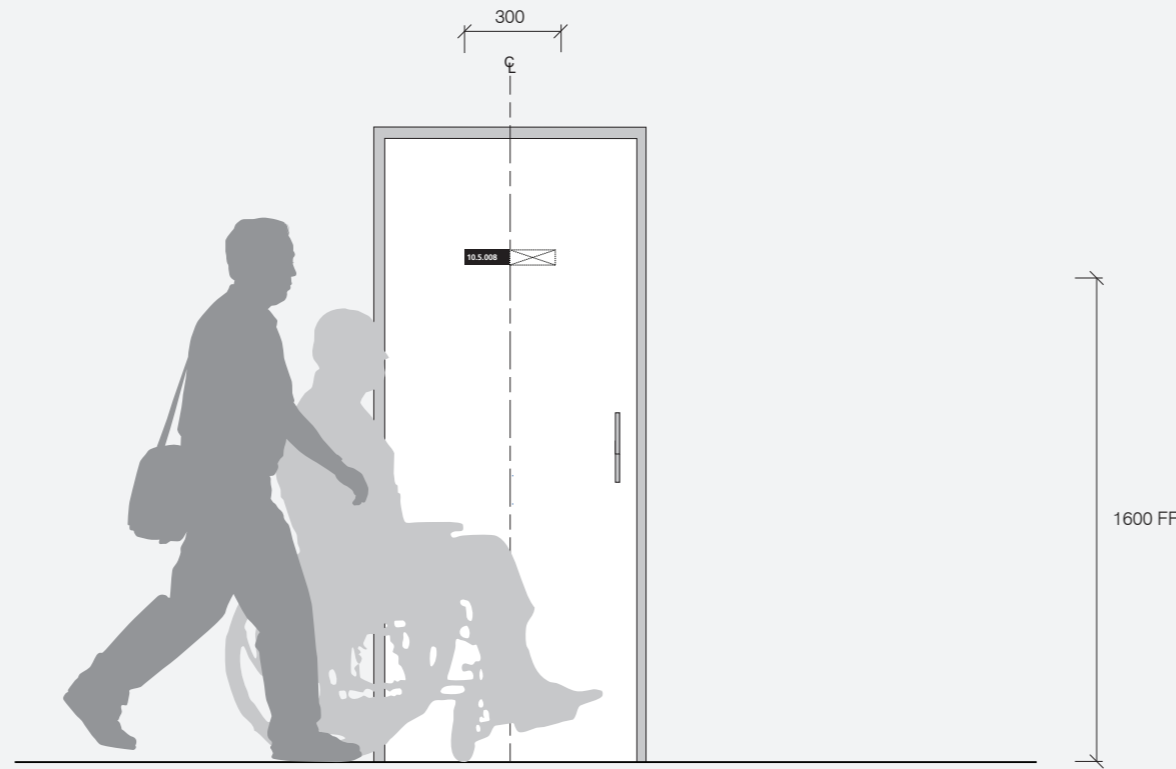
# S.37

## Room Sign

### Store / Utility

## Co-Locating Principles

Additional panels can be added next to the sign if required  
Refer to S.38 Room Sign Supplementary Panel for more information.



⊖ TYPICAL FRONT ELEVATION: CO LOCATED WITH S.38 ROOM SIGN SUPPLEMENTARY PANEL  
(Scale 1:25)



S.37 ROOM SIGN - STORE/UTILITY S.38 ROOM SIGN SUPPLEMENTARY PANEL  
SHOWN INDICATIVE.

⊖ TYPICAL CO-LOCATING SETOUT  
(Scale 1:5)



# S.38

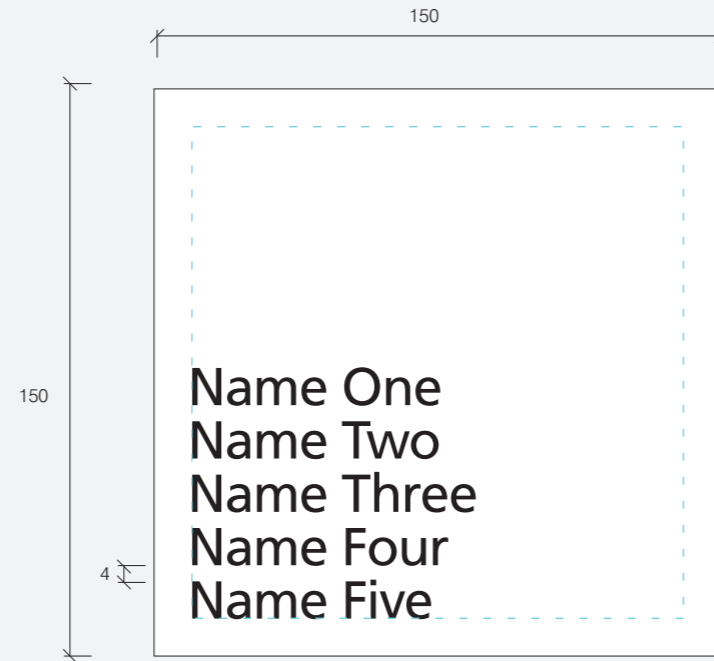
## Room Sign Supplementary Panel

### Overview

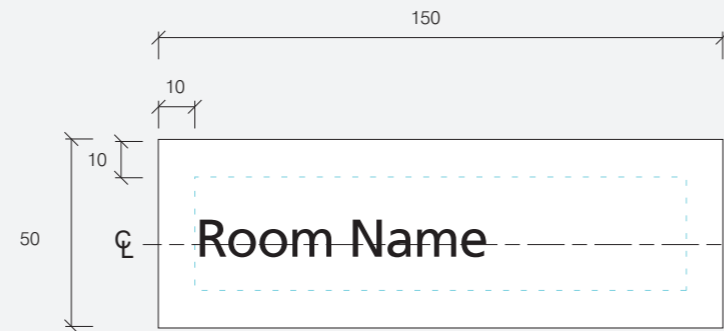
#### General Notes

This sign allows for provision of extra information at room entries where required.

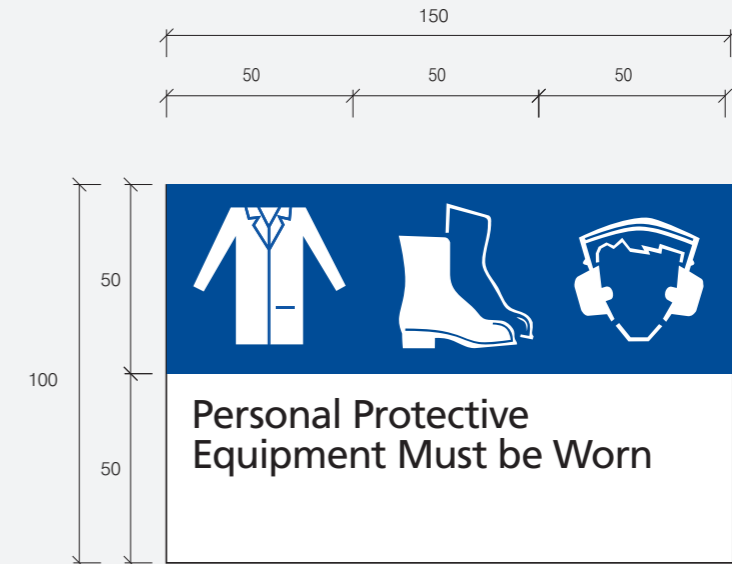
The following is an overview of the Supplementary Panel sign type panel variations.



S.38A ROOM SIGN SUPPLEMENTARY PANEL  
(Scale 1:2)



S.38C ROOM SIGN SUPPLEMENTARY PANEL  
(Scale 1:2)



S.38B ROOM SIGN SUPPLEMENTARY PANEL  
(Scale 1:2)



S.38D ROOM SIGN SUPPLEMENTARY PANEL  
(Scale 1:2)

# S.38A

## Room Sign Supplementary Panel

### Typical Graphic Setout

#### General Notes

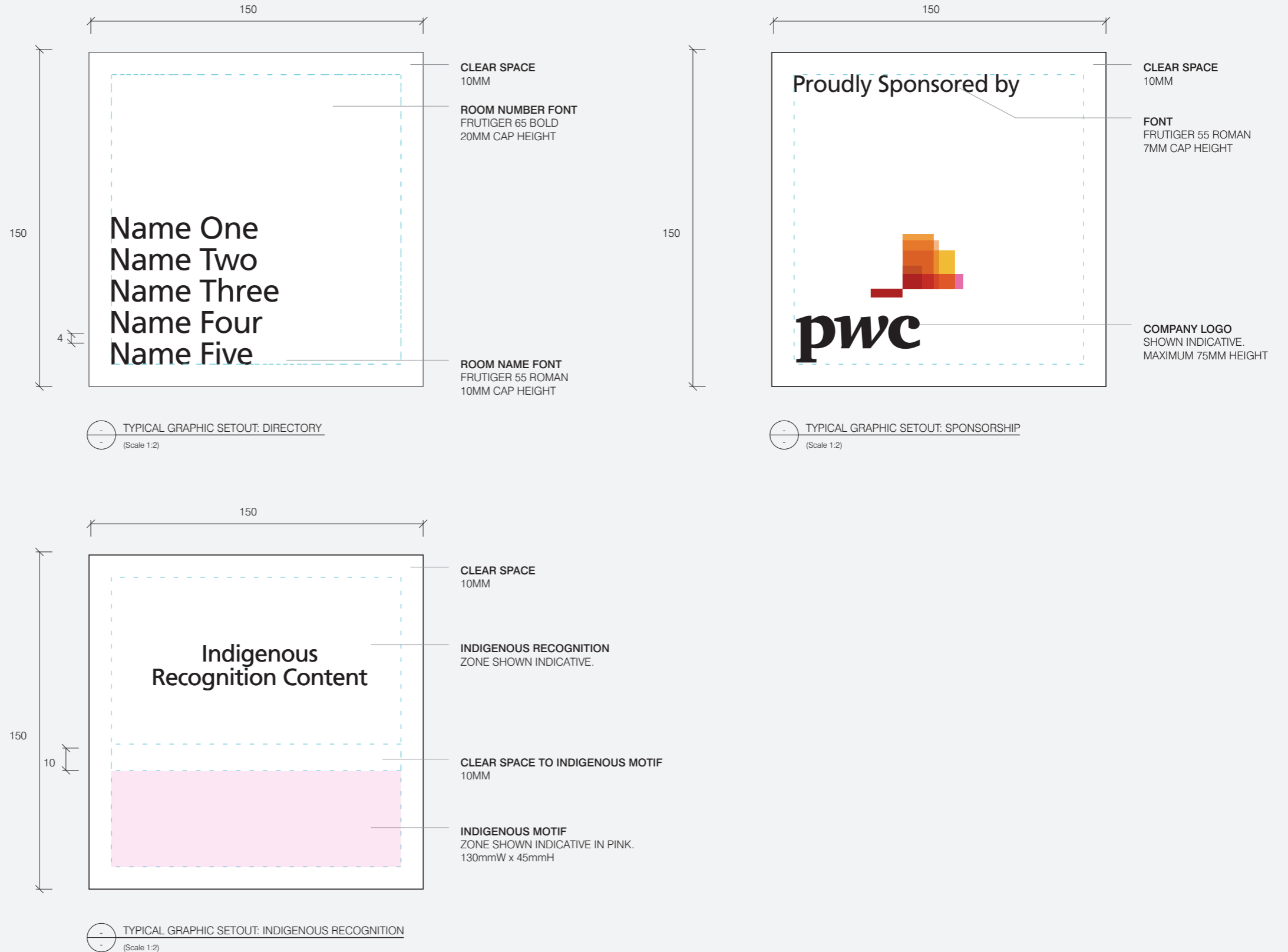
The following is an overview of typical graphic setouts for S.38A Room Sign Supplementary Panel.

Message is indicative only.

#### Specification Details

6mm matte white acrylic panel with profile cut vinyl graphics applied to panel, surface mounted direct to wall or glazing.

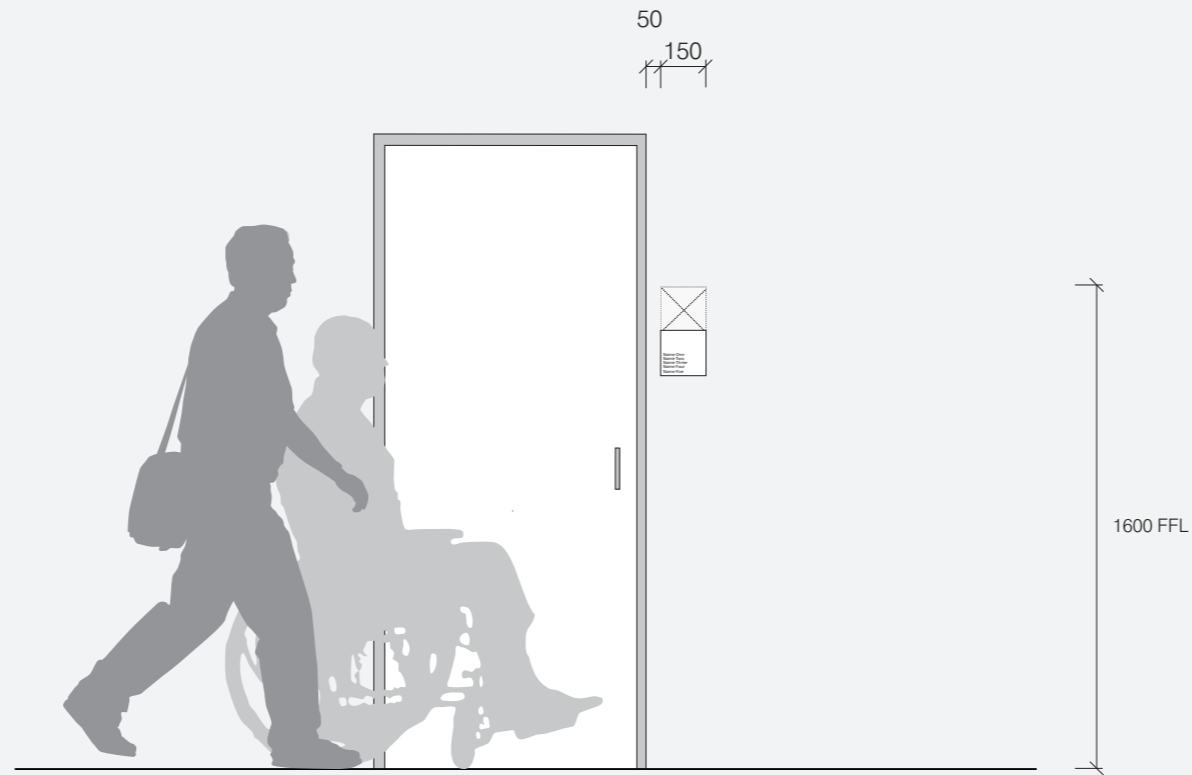
When applied to glazing, apply a profile cut vinyl patch to back face of glazing to conceal adhesive. Vinyl colour and size to match panel colour and size.



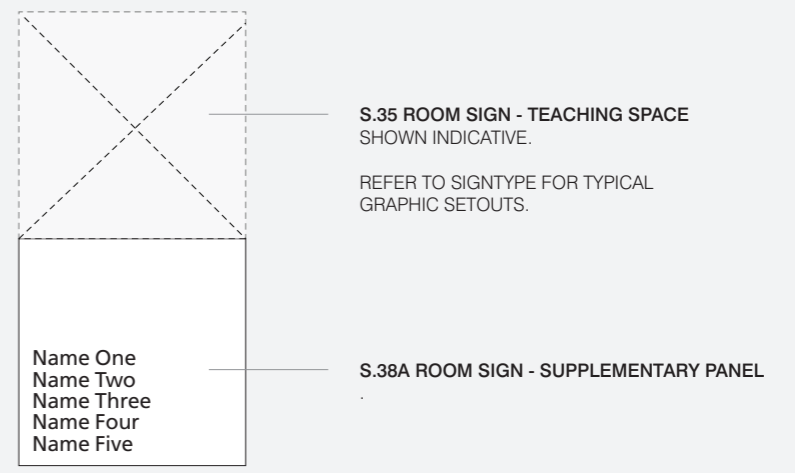
# S.38A

Room Sign  
Supplementary Panel

Co-Locating Principles



○ TYPICAL FRONT ELEVATION: CO LOCATED WITH S.35 ROOM SIGN - TEACHING SPACE  
(Scale 1:25)



○ TYPICAL CO-LOCATING SETOUT  
(Scale 1:5)

## S.38B

### Room Sign Supplementary Panel

#### Typical Graphic Setout

##### General Notes

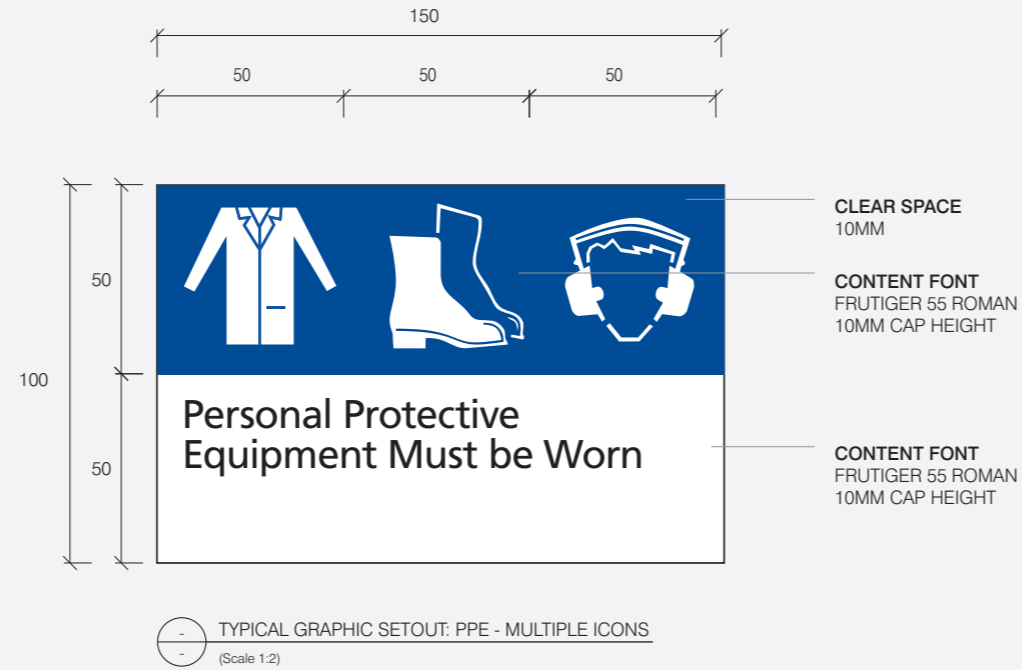
The following is an overview of typical graphic setouts for S.38B Room Sign Supplementary Panel

Message is indicative only.

##### Specification Details

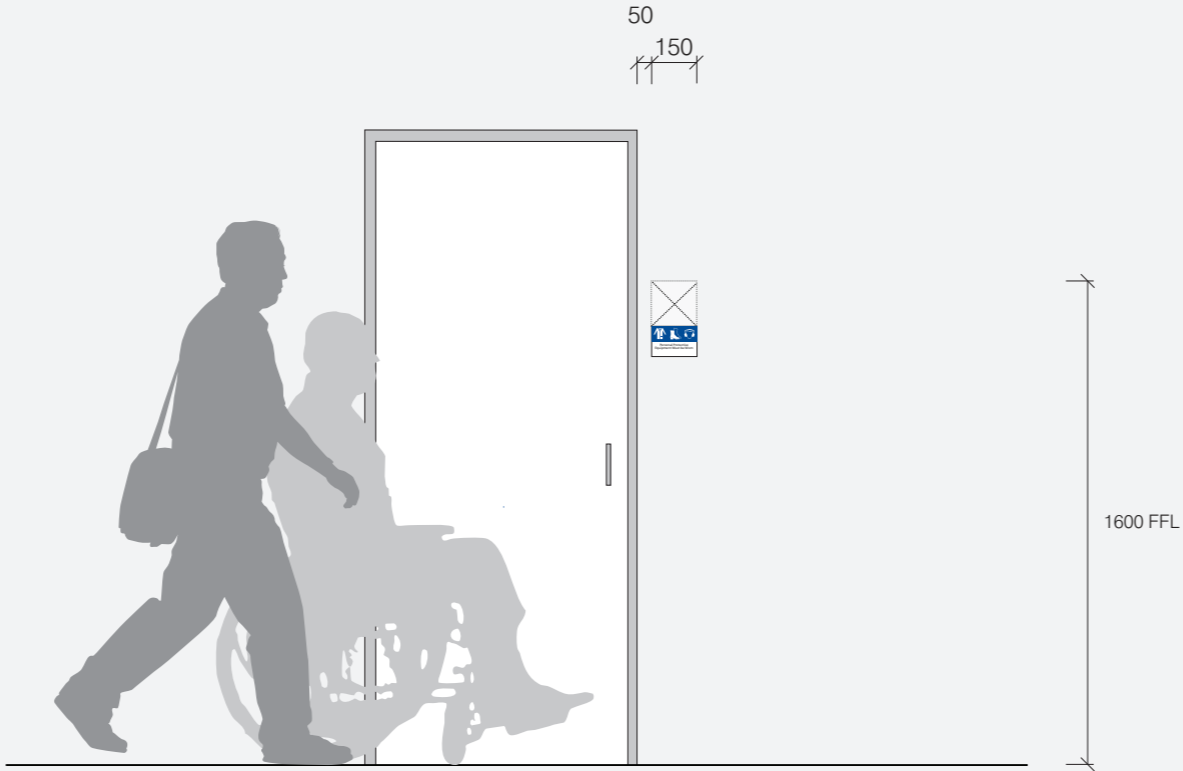
6mm matte white acrylic panel with profile cut vinyl graphics applied to panel, surface mounted direct to wall or glazing.

When applied to glazing, apply a profile cut vinyl patch to back face of glazing to conceal adhesive. Vinyl colour and size to match panel colour and size.

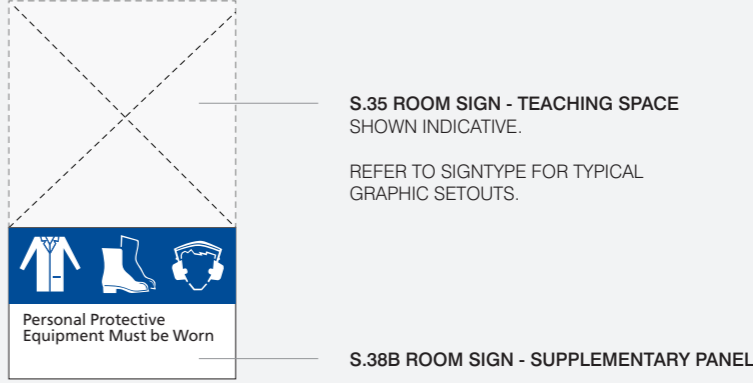


**S.38B**  
 Room Sign  
 Supplementary Panel

Co-Locating Principles



○ TYPICAL FRONT ELEVATION: CO LOCATED WITH **S.35 ROOM SIGN - TEACHING SPACE**  
 (Scale 1:25)



○ TYPICAL CO-LOCATING SETOUT  
 (Scale 1:5)

# S.38C

## Room Sign Supplementary Panel

### Typical Graphic Setout

#### General Notes

The following is an overview of typical graphic setouts for S.38C Room Sign Supplementary Panel.

Message is indicative only.

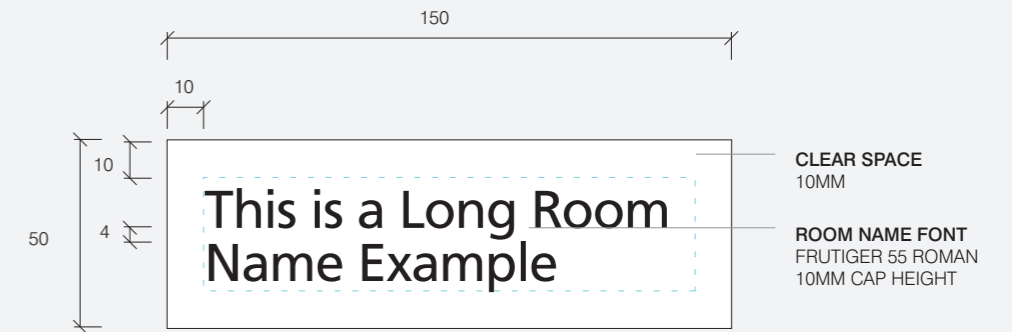
#### Specification Details

6mm matte white acrylic panel with profile cut vinyl graphics applied to panel, surface mounted direct to wall/glazing.

When applied to glazing, apply a profile cut vinyl patch to back face of glazing to conceal adhesive. Vinyl colour and size to match panel colour and size.



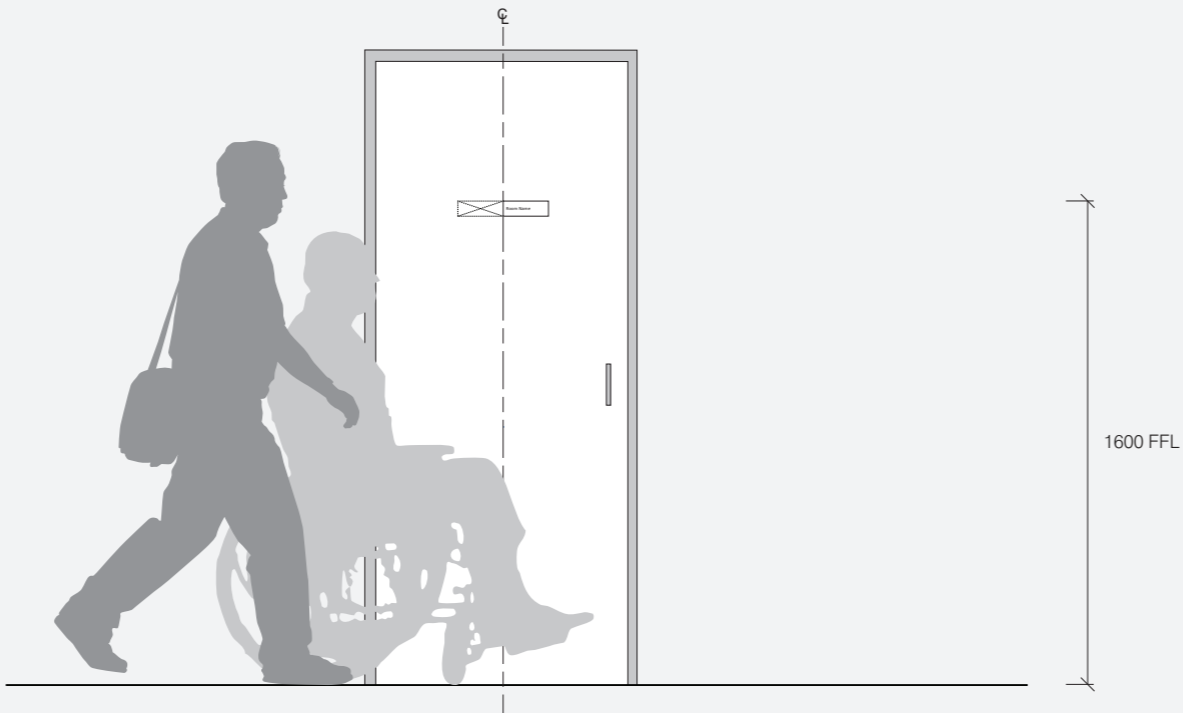
TYPICAL GRAPHIC SETOUT: ROOM NUMBER & ROOM NAME (SHORT)  
(Scale 1:2)



TYPICAL GRAPHIC SETOUT: ROOM NUMBER & ROOM NAME (LONG)  
(Scale 1:2)

**S.38C**  
Room Sign  
Supplementary Panel

Co-Locating Principles



⊖ TYPICAL FRONT ELEVATION: CO LOCATED WITH **S.37 ROOM SIGN - STORE/UTILITY**  
(Scale 1:25)



**S.37 ROOM SIGN - STORE/UTILITY** SHOWN INDICATIVE. **S.38C ROOM SIGN SUPPLEMENTARY PANEL**

⊖ TYPICAL CO-LOCATING SETOUT  
(Scale 1:5)

## S.38D

### Room Sign Supplementary Panel

#### Typical Graphic Setout

##### General Notes

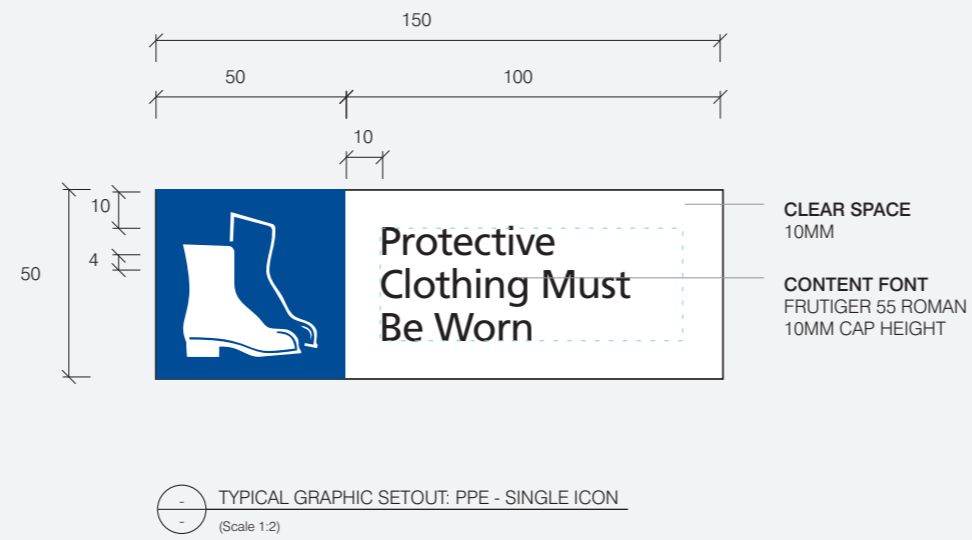
The following is an overview of typical graphic setouts for S.38D Room Sign Supplementary Panel.

Message is indicative only.

##### Specification Details

6mm matte white acrylic panel with profile cut vinyl graphics applied to panel, surface mounted direct to wall or glazing.

When applied to glazing, apply a profile cut vinyl patch to back face of glazing to conceal adhesive. Vinyl colour and size to match panel colour and size.

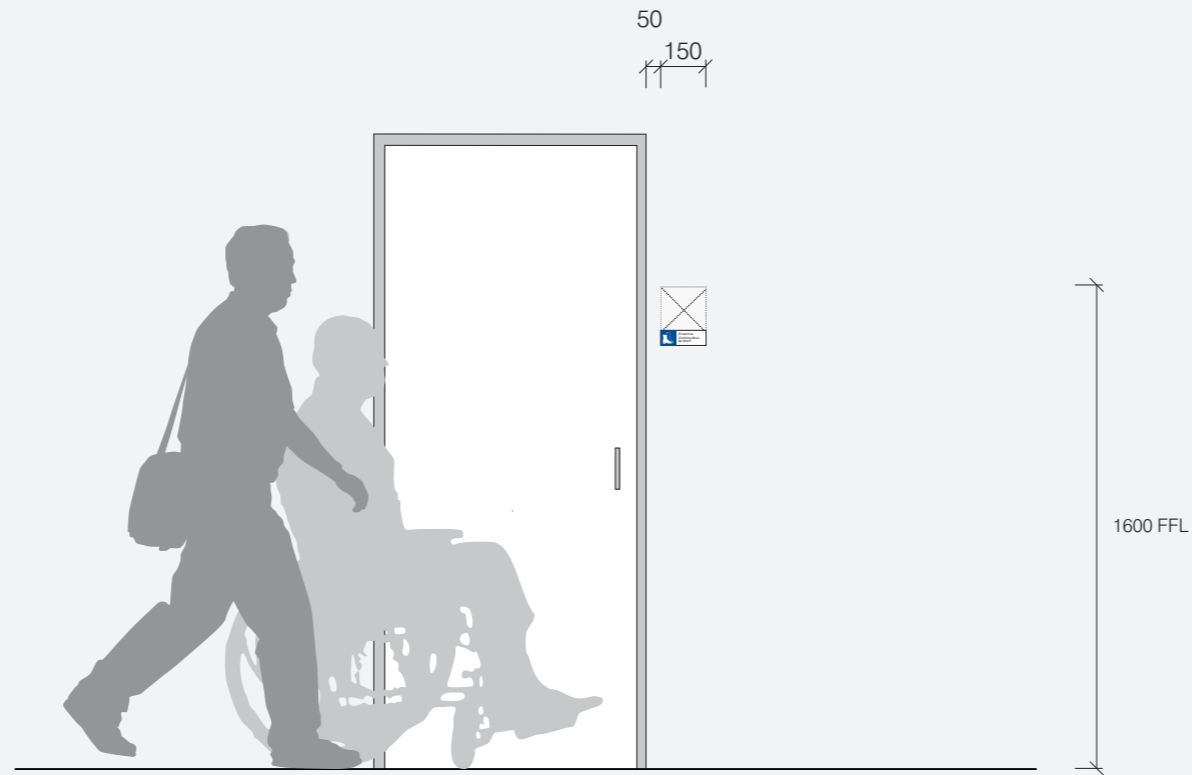




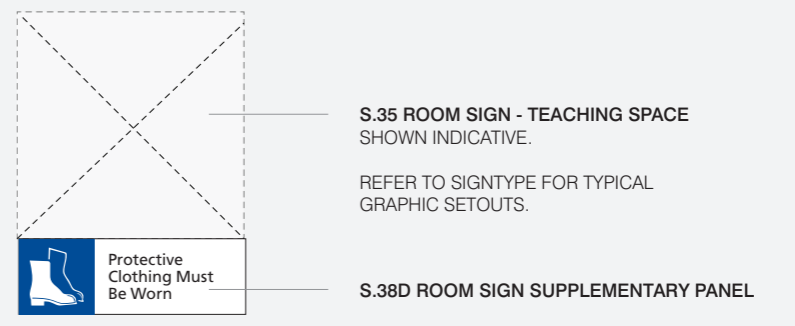
# S.38

## Room Sign Supplementary Panel

### Co-Locating Principles



⊖ TYPICAL FRONT ELEVATION: CO LOCATED WITH S.35 ROOM SIGN -- TEACHING SPACE  
(Scale 1:25)



⊖ TYPICAL CO-LOCATING SETOUT  
(Scale 1:5)

## S.39

# Room Information Sign

## Overview

### Description

Wall mounted sign to provide information at entry to lecture theatres, auditoriums and classrooms. Provides details on audio and visual services, room capacity, room layout and support phone numbers.

Sign is made up of two panels:

Information Panel - providing text based content.

Floorplan Panel - providing a diagrammatic illustration of the room layout.

### Illumination

No

### Digital

No

### Data

No

### Mounting Height & Placement

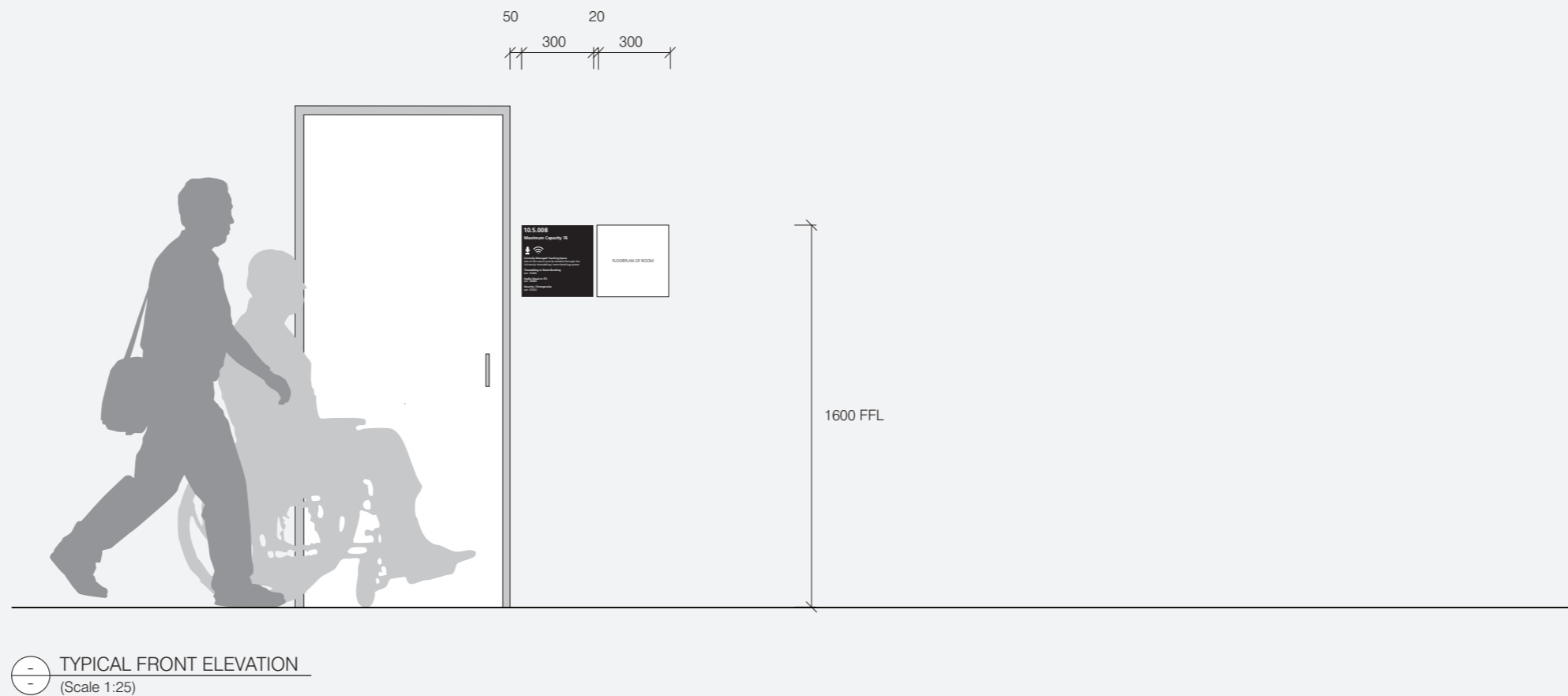
1600mm from the FFL to the top of sign. Mounted inside room, adjacent latch side of door, offset 50mm from door frame (or nearest suitable location to suit light switches and other wall mounted objects).

20mm clear space between Information Panel and Floorplan Panel.

### General Notes

Elevation is typical and indicative only.

Message and map is indicative only.



# S.39

## Room Information Sign

### Typical Graphic Setout

#### Specification Details

##### - Information Panel

6mm matte black acrylic panel with profile cut vinyl graphics in matte white applied to panel, surface mounted direct to wall.

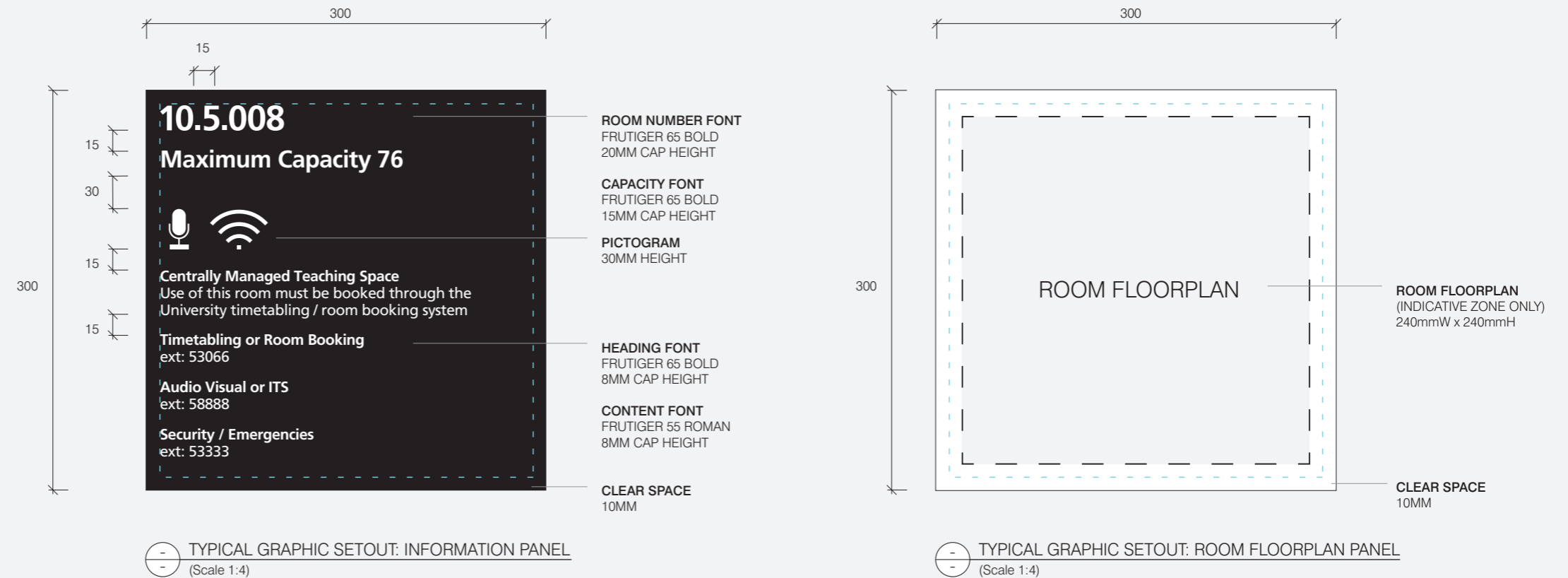
##### - Floorplan Panel

6mm matte white acrylic panel with vinyl graphics applied to panel, surface mounted direct to wall.

#### General Notes

Message is indicative only.

Content and room requirements will be supplied by RMIT.



# S.40

## Asset Code

### Overview & Typical Graphic Setout

**Description**  
Room codes used for building maintenance.

**Illumination**  
No

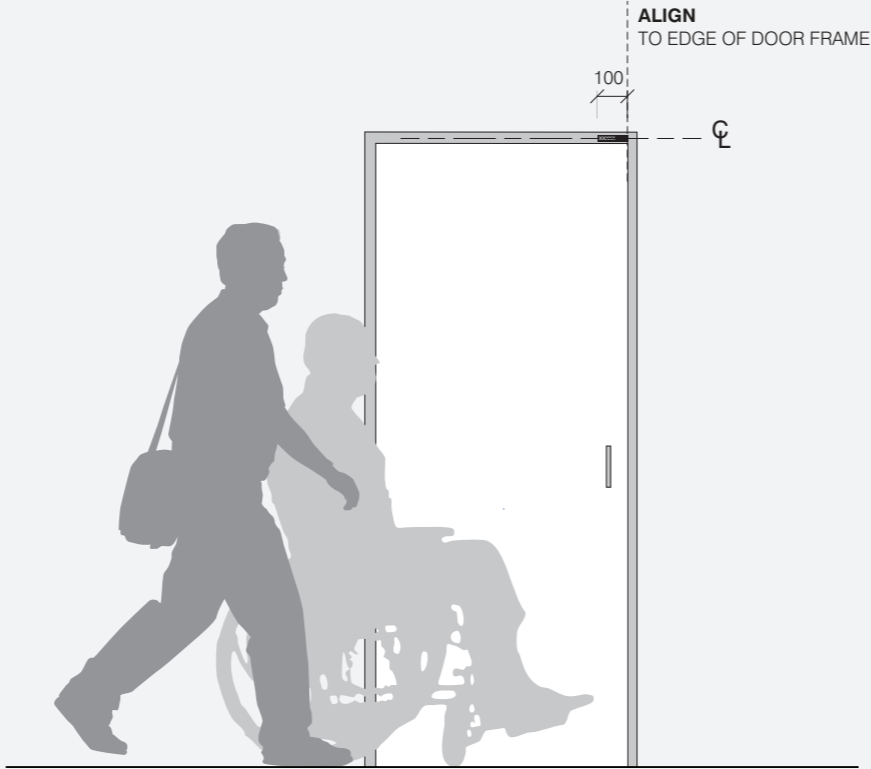
**Digital**                      **Data**  
No                                      No

**Placement**  
Sign to be located on door frame, latch side of door, centered vertically on door frame.

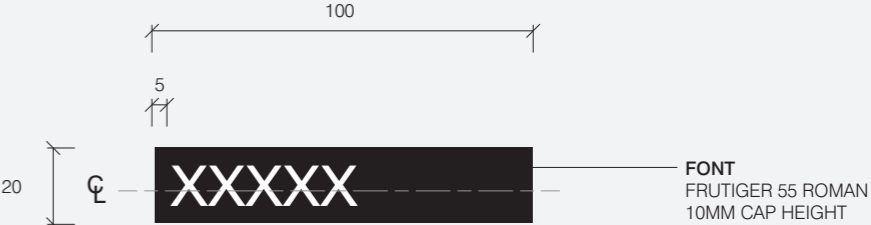
**Specification Details**  
Profile cut vinyl in matte black, with digitally printed graphics in matte white applied to door frame.

**General Notes**  
Messaging is indicative only.

Asset code numbering to align with RMIT existing system.



⊖ TYPICAL FRONT ELEVATION  
⊖ (Scale 1:25)



⊖ TYPICAL GRAPHIC SETOUT  
⊖ (Scale 1:2)

# S.41

## Push / Pull Door Sign

### Overview & Typical Graphic Setout

#### Description

Door mounted sign to identify the opening direction of doors.

#### Illumination

No

#### Digital

No

#### Data

No

#### Specification Details

3mm acrylic panel with profile cut vinyl graphics applied to panel, surface mounted direct to door.

To ensure contrast and legibility, colour palette may be inverted to achieve 30% contrast with background.

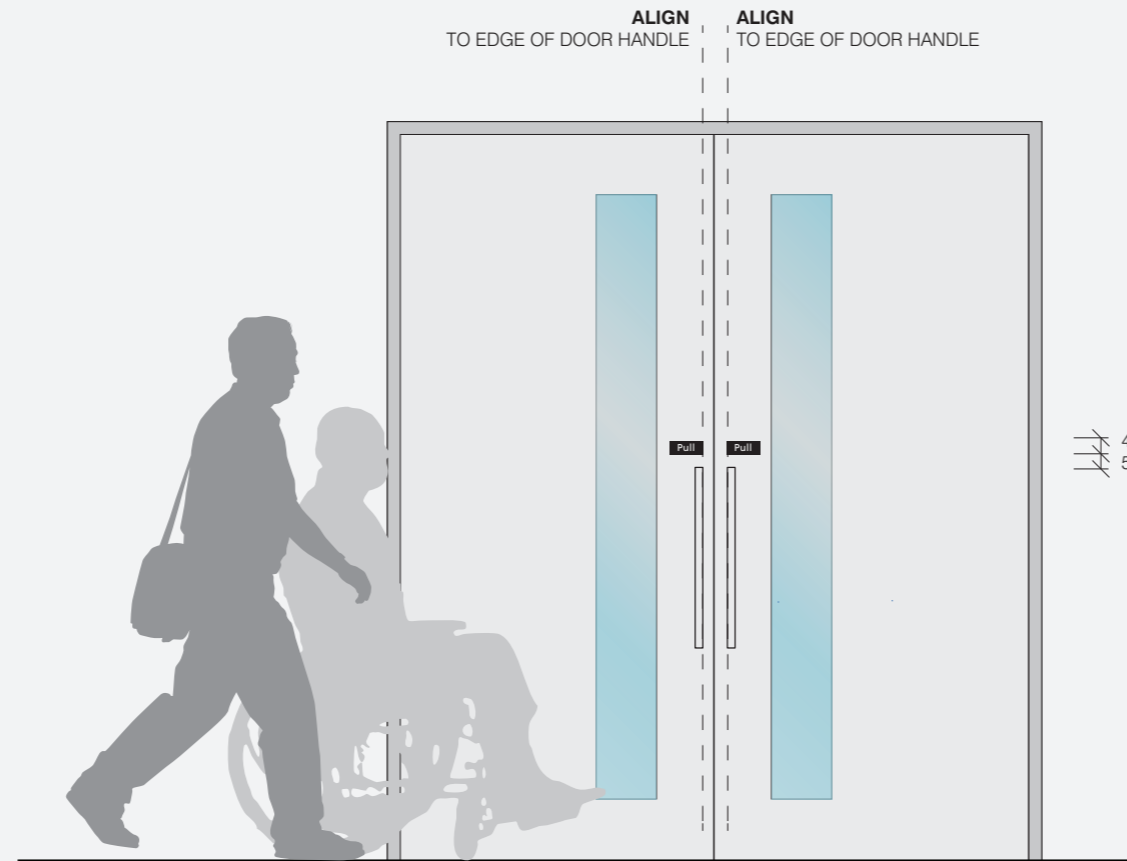
When applied to glazing, apply a profile cut vinyl patch to back face of glazing to conceal adhesive. Vinyl colour and size to match panel colour and size.

#### Mounting Height & Placement

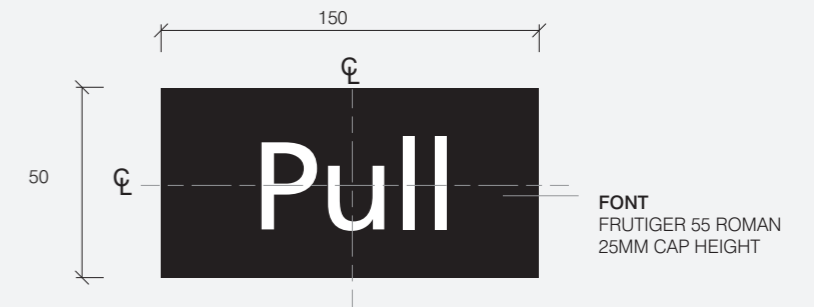
Align signs neatly with door handles to suit specific conditions.

#### General Notes

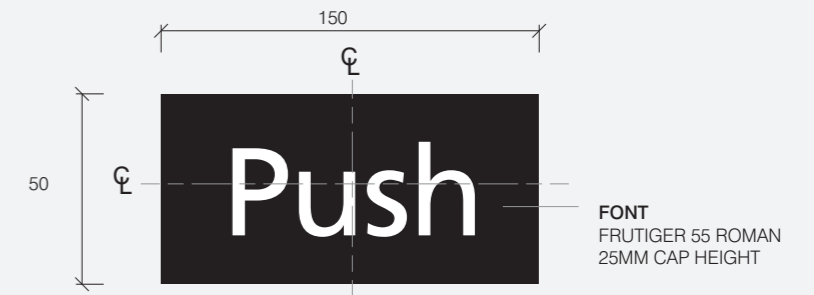
Elevation is typical and indicative only.



TYPICAL FRONT ELEVATION  
(Scale 1:25)



TYPICAL GRAPHIC SETOUT - PULL  
(Scale 1:2)



TYPICAL GRAPHIC SETOUT - PUSH  
(Scale 1:2)

# Statutory and Regulatory Signs

# S.50

## Amenities Braille & Tactile Sign

### Overview

#### Description

Raised braille and tactile signs to identify amenities. To be placed adjacent entry into facility.

Ensure compliance with current NCC and AS.1428.

#### Illumination

No

#### Digital

No

#### Data

No

#### Mounting Height & Placement

##### - Primary

1,300mm from the FFL to the top of first line of Braille and mounted on latch side of door offset 50mm from door frame.

#### Mounting Height & Placement

##### - Secondary

1300mm from the FFL to the top of first line of Braille and mounted centered on door.

#### Mounting Height & Placement

##### - Ambulant Amenities

1300mm from the FFL to the top of first line of Braille and must be mounted centered on door of the facility (AS 1428.1).

#### Mounting Height & Placement

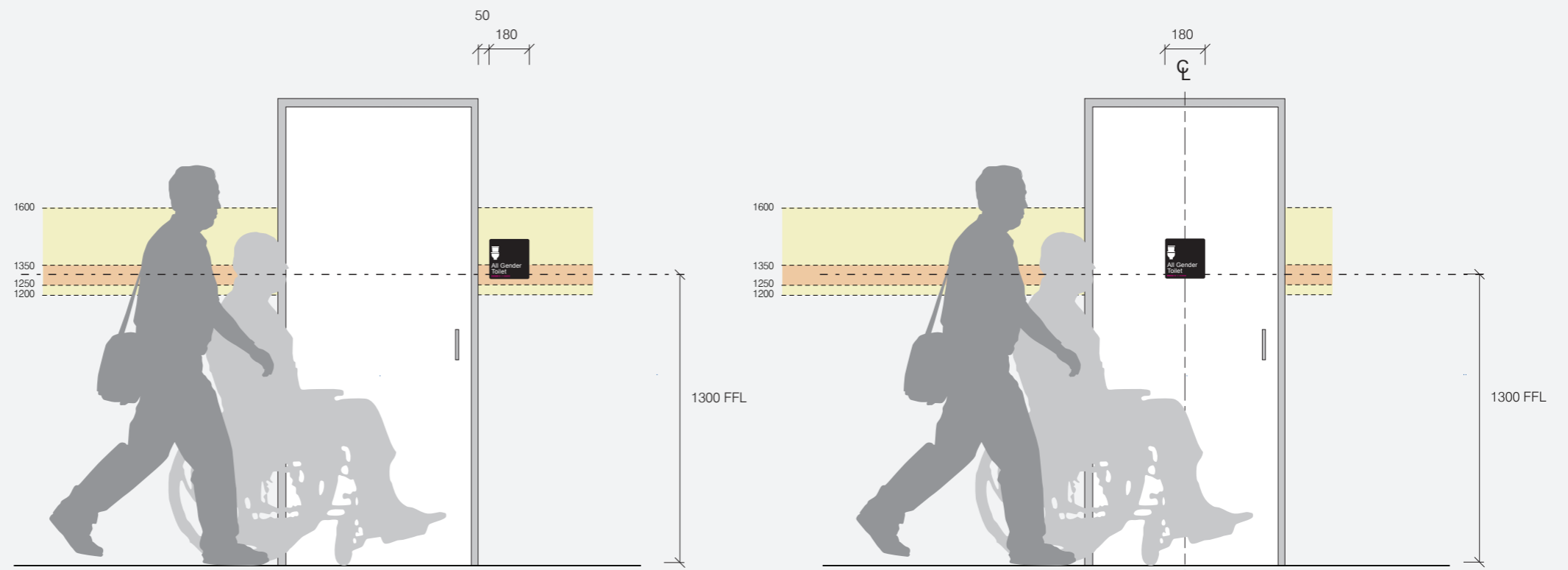
##### - Directional to Amenities

1300mm from the FFL to the top of first line of Braille. Ensure 100mm clear space to edge of sign.

#### General Notes

Elevation is typical and indicative only.

Message is indicative only.



⊖ TYPICAL FRONT ELEVATION: PRIMARY PLACEMENT  
(Scale 1:25)

⊖ TYPICAL FRONT ELEVATION: SECONDARY PLACEMENT  
(Scale 1:25)

#### KEY

Multiple Line of Braille Zone  
1200mm - 1600mm

Single Line of Braille Zone  
1250mm - 1350mm

# S.50

## Amenities Braille & Tactile Sign

### Typical Graphic Setout and Construction Detail

#### Messaging Principles

##### - Accessible Toilet

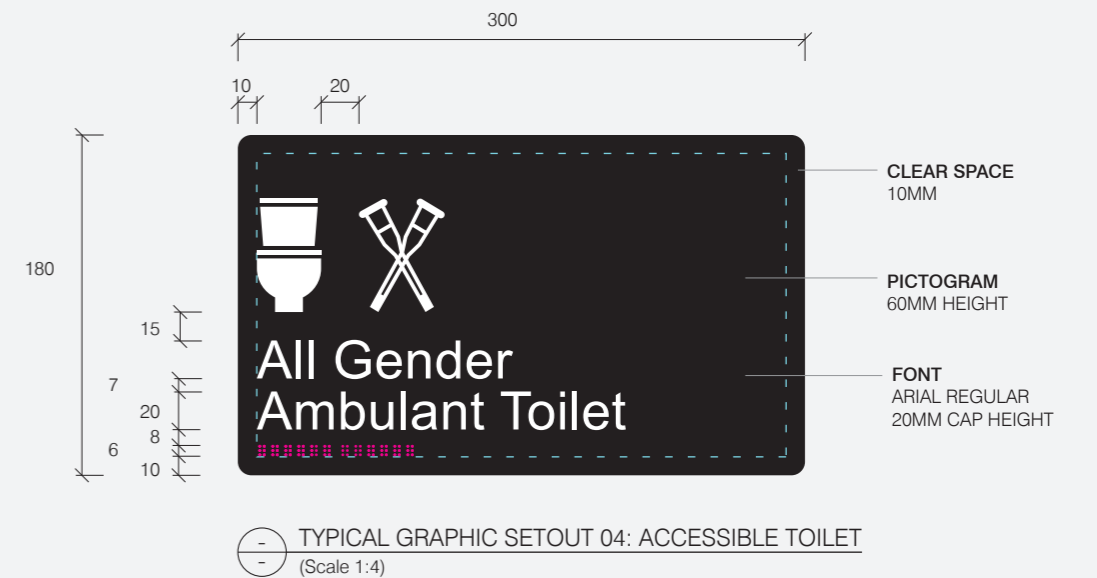
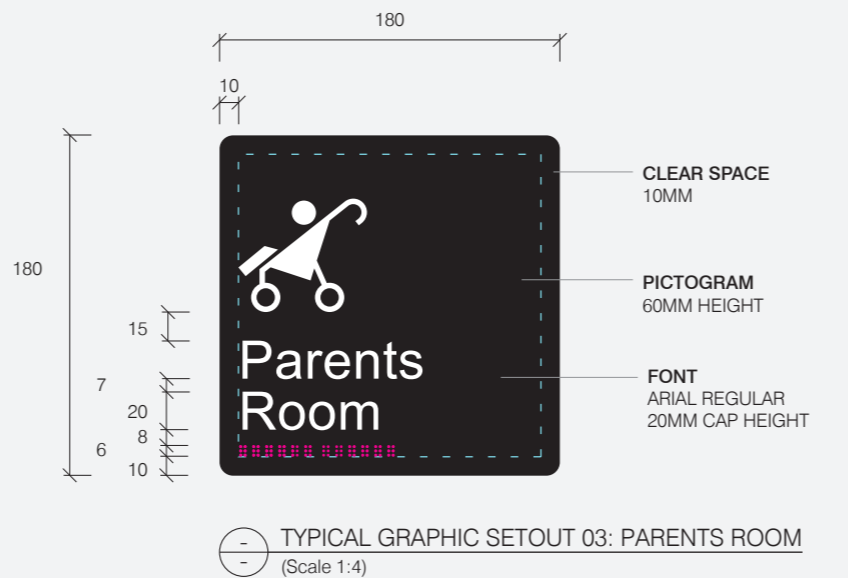
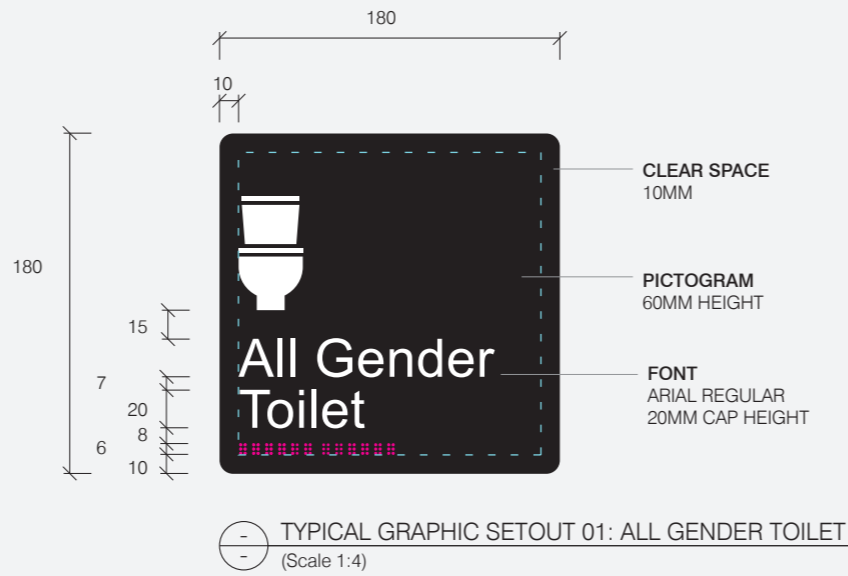
Sign for accessible facilities must identify if the facility is suitable for left or right-handed use (in accordance with AS 1428.1)

#### Specification Details

3mm powdercoated aluminium panel with raised braille, surface mounted direct to wall/glazing.

Text and icons manufactured to comply the NCC and applicable Australian standard requirements.

Message and braille (shown in pink) is indicative only.





# S.51

## Level Exit Braille & Tactile Sign

### Overview

#### Description

Raised braille and tactile signs to identify exits on each level. To be placed adjacent exit door on each level.

Ensure compliance with current NCC and AS.1428.

#### Illumination

No

#### Digital

No

#### Data

No

#### Mounting Height & Placement

##### - Primary

1300mm from the FFL to the top of first line of Braille and mounted on latch side of door offset 50mm from door frame.

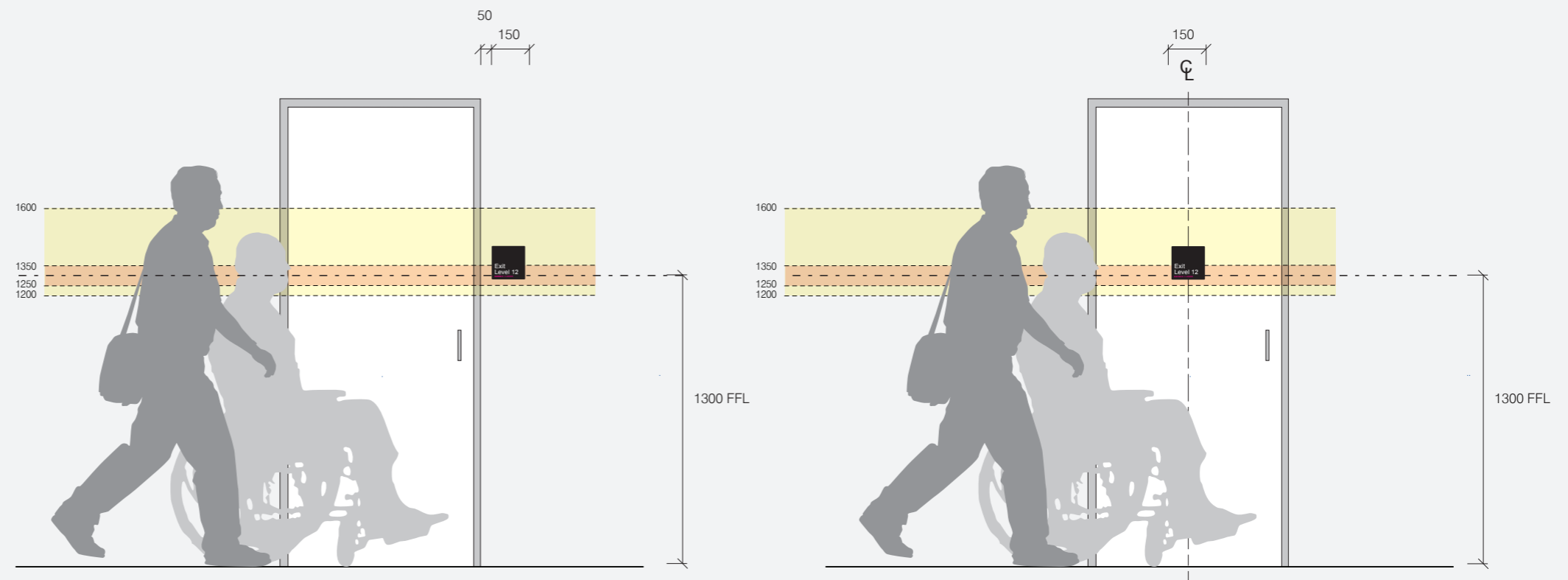
#### Mounting Height & Placement

##### - Secondary

1,300mm from the FFL to the top of first line of Braille and mounted centered on door.

Elevation is typical and indicative only.

Message is indicative only.



⊖ TYPICAL FRONT ELEVATION: PRIMARY PLACEMENT  
(Scale 1:25)

⊖ TYPICAL FRONT ELEVATION: SECONDARY PLACEMENT  
(Scale 1:25)

**KEY**

	<b>Multiple Line of Braille Zone</b> 1200mm - 1600mm		<b>Single Line of Braille Zone</b> 1250mm - 1350mm
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## S.51

### Level Exit Braille & Tactile Sign

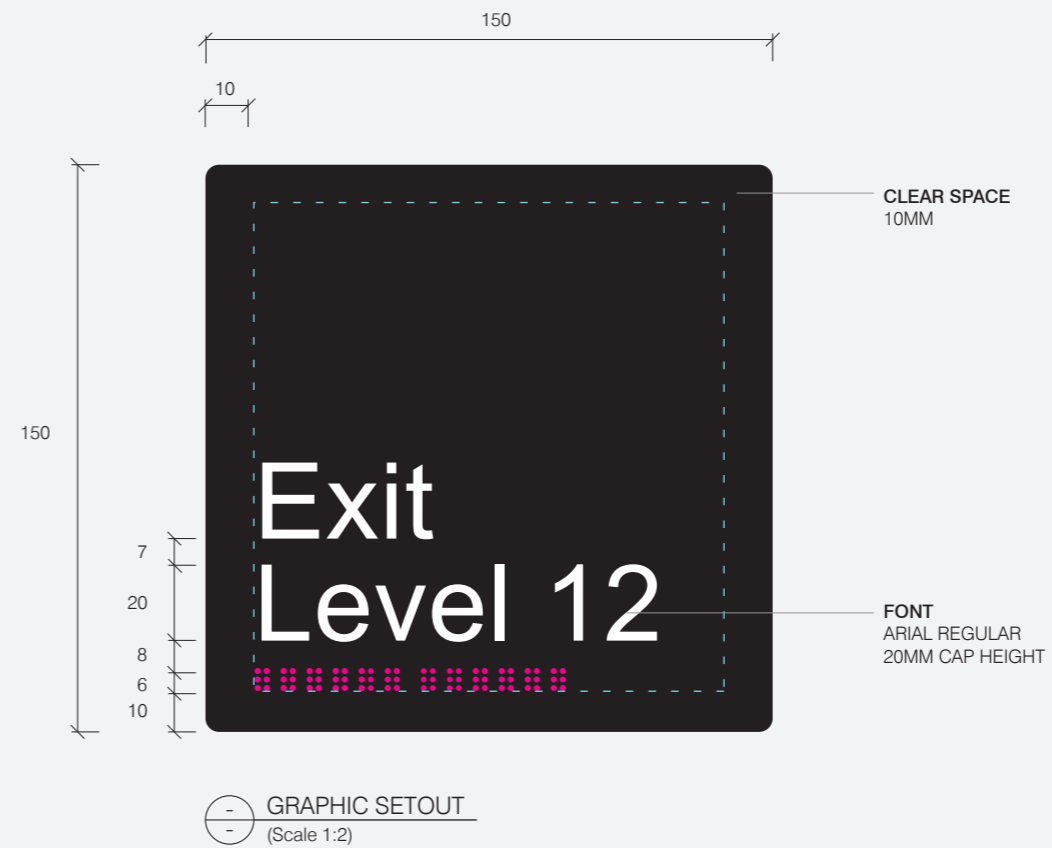
#### Typical Graphic Setout and Construction Detail

##### Specification Details

3mm powdercoated aluminium panel with raised braille,  
surface mounted direct to wall/glazing.

Text and icons manufactured to comply the NCC and  
applicable Australian standard requirements.

Message and braille (shown in pink) is indicative only.



## S.52

# Hearing Loop Braille & Tactile Sign

## Overview

### Description

Raised braille and tactile signs to identify hearing loop facilities within buildings.

Ensure compliance with current NCC and AS.1428.

### Illumination

No

### Digital

No

### Data

No

### Mounting Height

#### – Hearing Loop

1300mm from the FFL to the top of first line of Braille and, if positioned adjacent a door, mounted on latch side of door offset 50mm from door frame.

### Mounting Height

#### – Infra Red Hearing Assistance

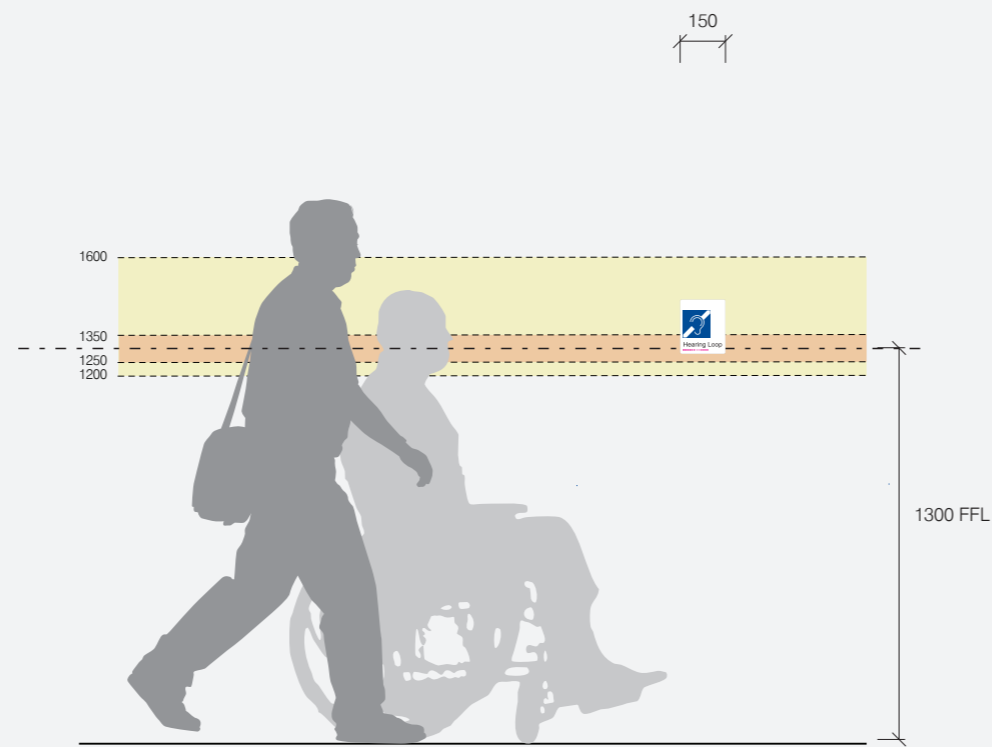
1600mm from the FFL to the top edge of sign.

### General Notes

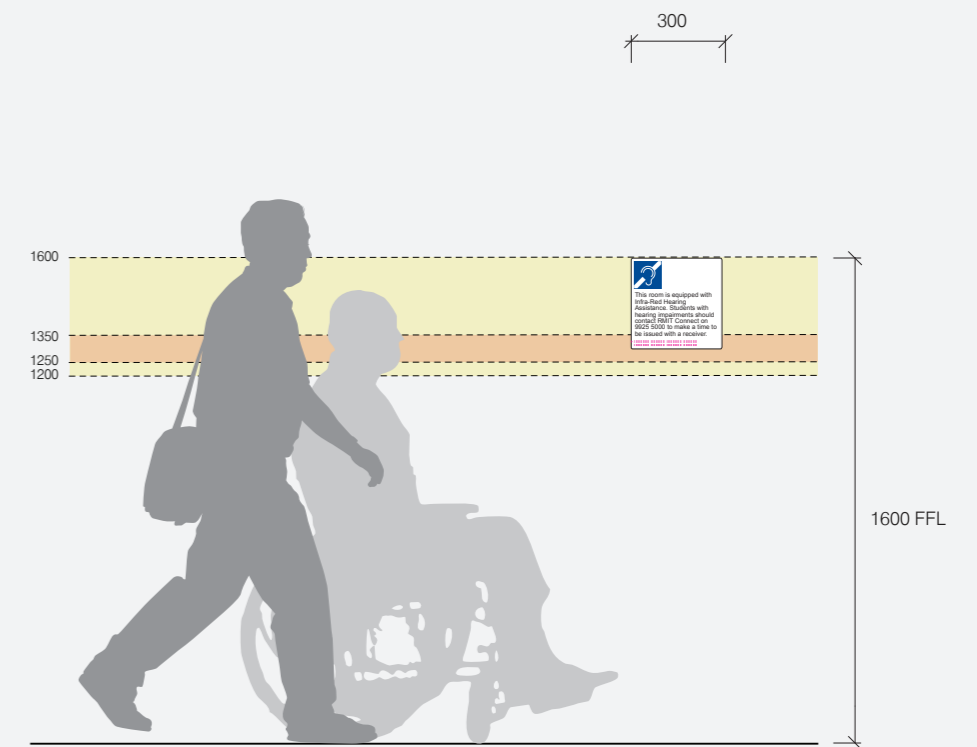
Hearing loop sign allocated to suit hearing loop type specific to room/space.

Elevation is a typical and indicative only.

Message and Braille (in pink) is indicative only.



⊖ TYPICAL FRONT ELEVATION: HEARING LOOP  
(Scale 1:25)



⊖ TYPICAL FRONT ELEVATION: INFRA-RED HEARING ASSISTANCE  
(Scale 1:25)

### KEY

Multiple Line of Braille Zone  
1200mm - 1600mm

Single Line of Braille Zone  
1250mm - 1350mm

## S.52

# Hearing Loop Braille & Tactile Sign

## Co-Location Principles

### How to Locate

#### - Hearing Loop

When sign is co-located with S.35 Room Sign - Teaching Space

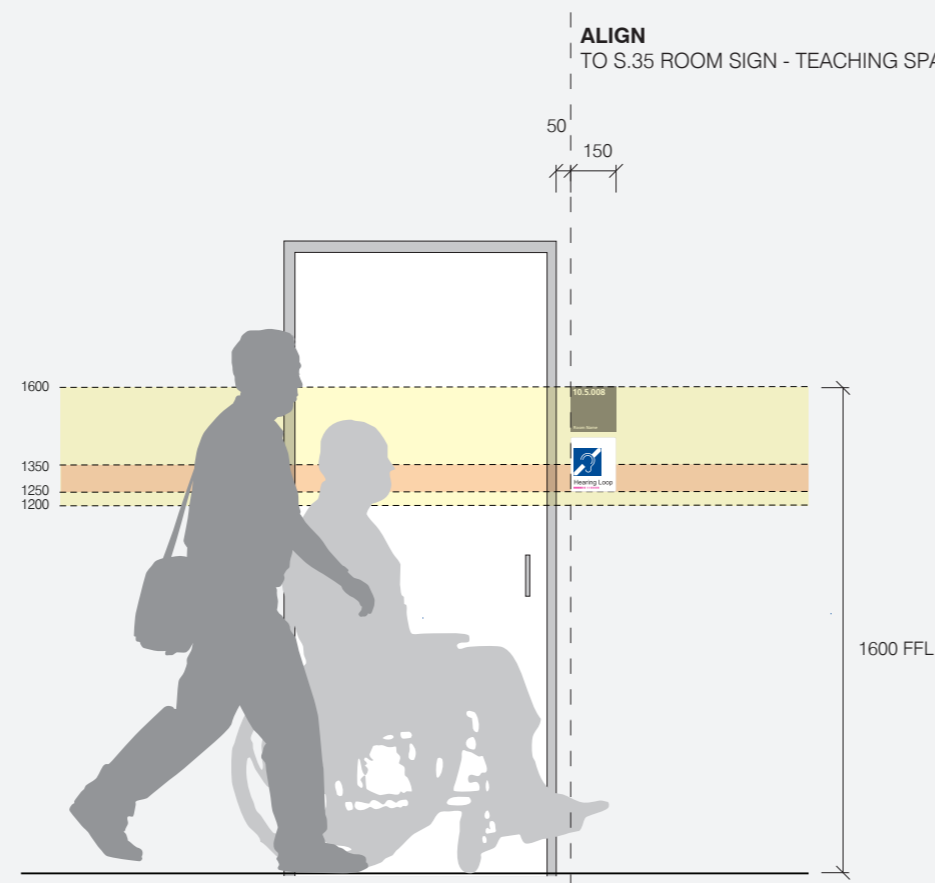
1300mm from the FFL to the top of first line of Braille, with left edge of sign aligned to other sign.

### How to Locate

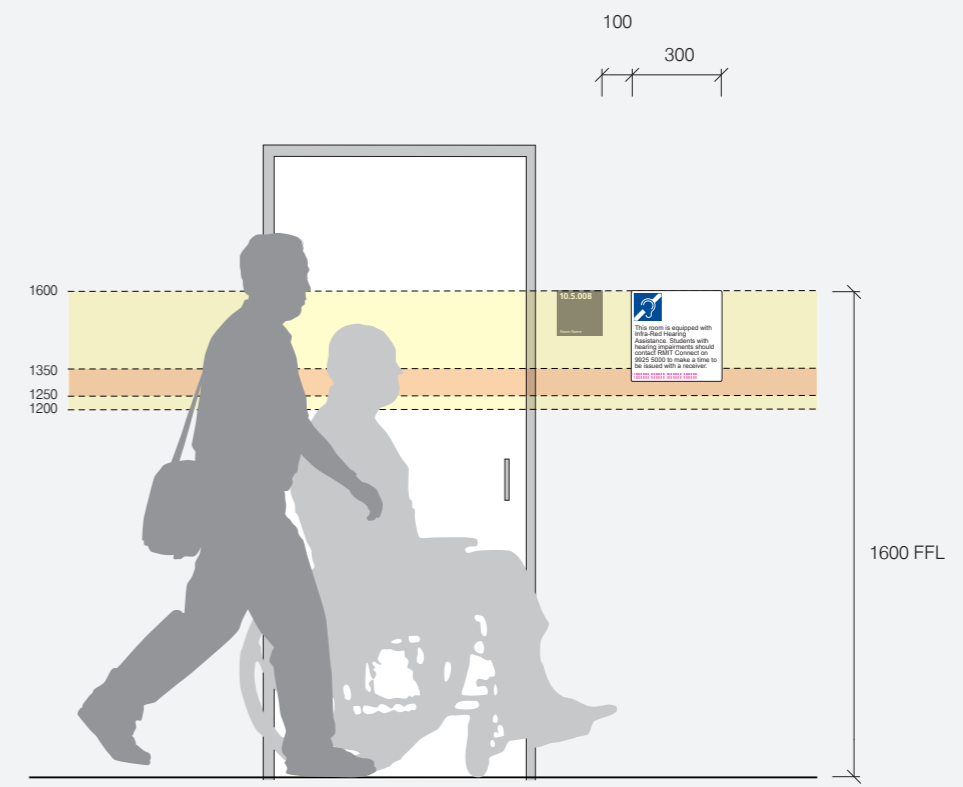
#### - Infra Red Hearing Assistance

When sign is co-located with S.35 Room Sign - Teaching Space

1600mm from the FFL to the top edge of sign and in alignment with other sign, mounted with 100mm clear space to left edge of sign.



HEARING LOOP LOCATED WITH S.35 ROOM SIGN - TEACHING SPACE  
(Scale 1:25)



INFRA-RED HEARING ASSISTANCE LOCATED WITH S.35 ROOM SIGN - TEACHING SPACE  
(Scale 1:25)

### KEY

Multiple Line of Braille Zone  
1200mm - 1600mm

Single Line of Braille Zone  
1250mm - 1350mm

## S.52

### Hearing Loop Braille & Tactile Sign

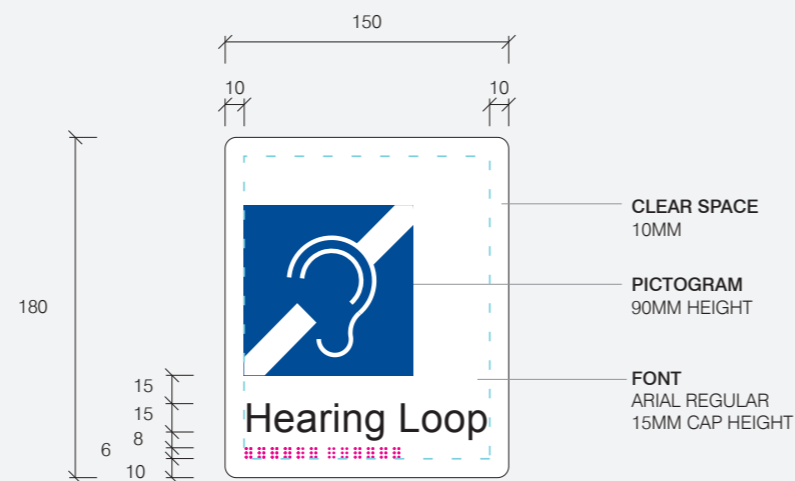
#### Typical Graphic Setout and Construction Detail

##### Specification Details

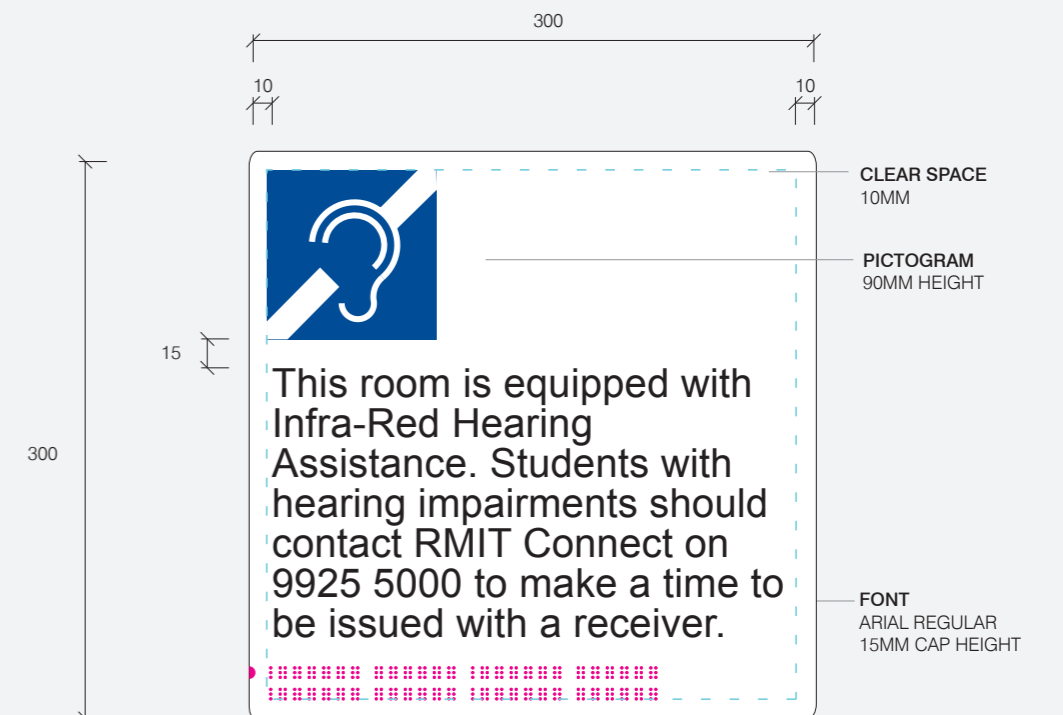
3mm powdercoated aluminium panel with raised braille, surface mounted direct to wall/glazing.

Text and icons manufactured to comply the NCC and applicable Australian standard requirements.

Message and braille (shown in pink) is indicative only.



TYPICAL GRAPHIC SETOUT 01: HEARING LOOP  
(Scale 1:4)



TYPICAL GRAPHIC SETOUT 02: INFRA RED HEARING ASSISTANCE  
(Scale 1:4)

# S.53

## Safe Refuge Braille & Tactile Sign

### Overview

#### Description

Raised braille and tactile signs to identify safe refuge locations.

Ensure compliance with current NCC and AS.1428.

#### Illumination

No

#### Digital

No

#### Data

No

#### Mounting Height & Placement

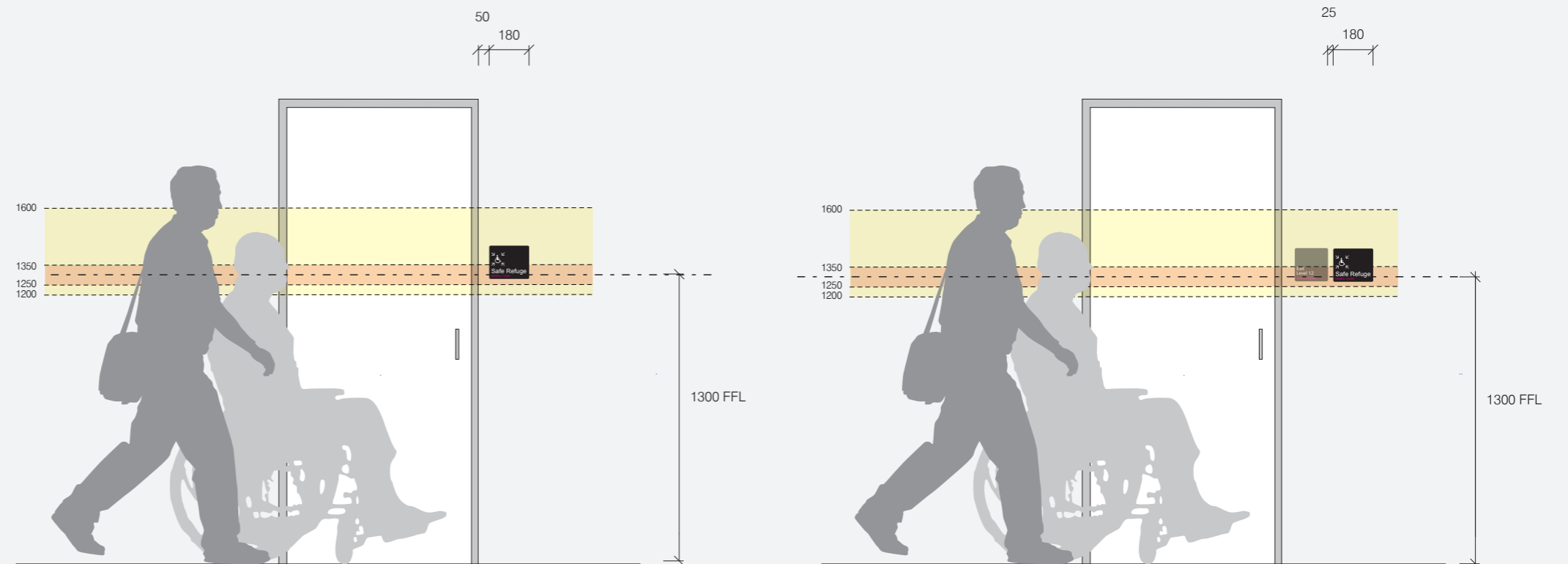
1300mm from the FFL to the top of first line of Braille, mounted to latch side of door, offset 50mm from door frame.

When sign is co-located with S.51 Level Exit Braille & Tactile – Sign to be mounted with 25mm clear space between sign.

#### General Notes

Elevation is typical and indicative only.

Message is indicative only.



TYPICAL FRONT ELEVATION: PRIMARY PLACEMENT  
(Scale 1:25)

TYPICAL FRONT ELEVATION: WHEN CO- LOCATED WITH S.51  
(Scale 1:25)

#### KEY

Multiple Line of Braille Zone  
1200mm - 1600mm

Single Line of Braille Zone  
1250mm - 1350mm

## S.53

### Safe Refuge Braille & Tactile Sign

#### Typical Graphic Setout and Construction Detail

##### Specification Details

3mm powdercoated aluminium panel with raised braille, surface mounted direct to wall/glazing.

Text and icons manufactured to comply the NCC and applicable Australian standard requirements.

Message and braille (shown in pink) is indicative only.



# S.54A

## Accessible Entry Braille & Tactile Sign Wall Mounted

### Overview

#### Description

Raised braille and tactile signs to identify accessible route and entries to buildings.

Ensure compliance with current NCC and AS.1428.

#### Illumination

No

#### Digital

No

#### Data

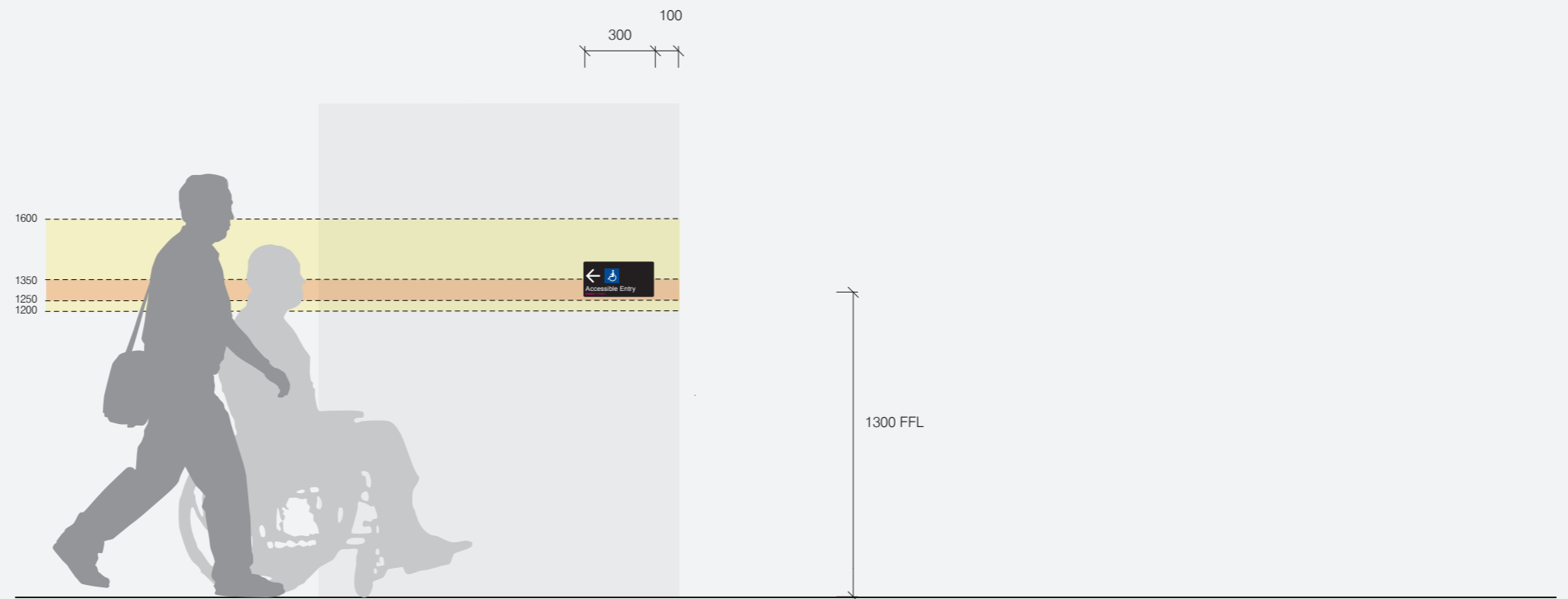
No

#### Mounting Height & Placement

1300mm from the FFL to the top of first line of Braille.  
Ensure 100mm clear space to edge of sign.

#### General Notes

Elevation is a typical and indicative only.  
Message is indicative only.



⊖ TYPICAL FRONT ELEVATION  
(Scale 1:25)

#### KEY

Multiple Line of Braille Zone  
1200mm - 1600mm

Single Line of Braille Zone  
1250mm - 1350mm



# S.54A

## Accessible Entry Braille & Tactile Sign

### Wall Mounted

### Typical Graphic Setout and Construction Detail

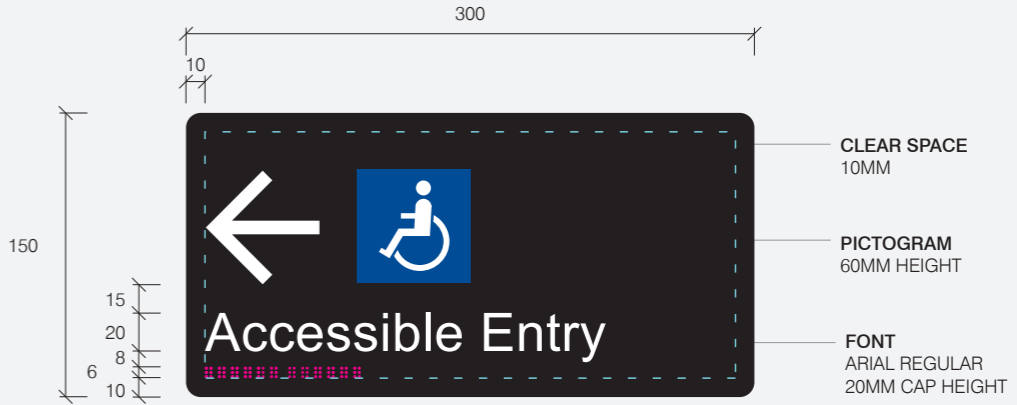
**Specification Details**  
 3mm powdercoated aluminium panel with raised braille, surface mounted direct to wall/glazing.

Text and icons manufactured to comply the NCC and applicable Australian standard requirements.

Message and braille (shown in pink) is indicative only.



TYPICAL GRAPHIC SETOUT 01: ACCESSIBLE ACCESS (Scale 1:4)



TYPICAL GRAPHIC SETOU 02: ACCESSIBLE ENTRY (Scale 1:4)



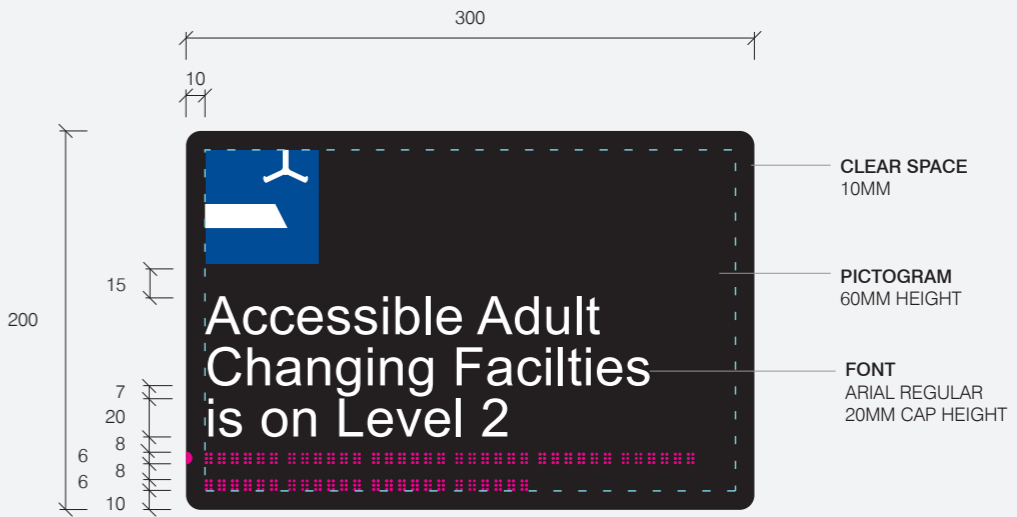
TYPICAL GRAPHIC SETOUT 03: ACCESSIBLE ACCESS - AMENITIES (Scale 1:4)



TYPICAL GRAPHIC SETOUT 04: ACCESSIBLE ACCESS - AMENITIES (Scale 1:4)



TYPICAL GRAPHIC SETOUT 06: ACCESSIBLE ACCESS - CHANGING (Scale 1:4)



TYPICAL GRAPHIC SETOUT 06: ACCESSIBLE ACCESS - CHANGING (Scale 1:4)

## S.54B

# Accessible Entry Braille & Tactile Sign Free-standing Totem

## Overview

### Description

Free-standing sign to identify accessible route and entries to buildings.

Ensure compliance with current NCC and AS.1428.

### Illumination

No

### Digital

No

### Data

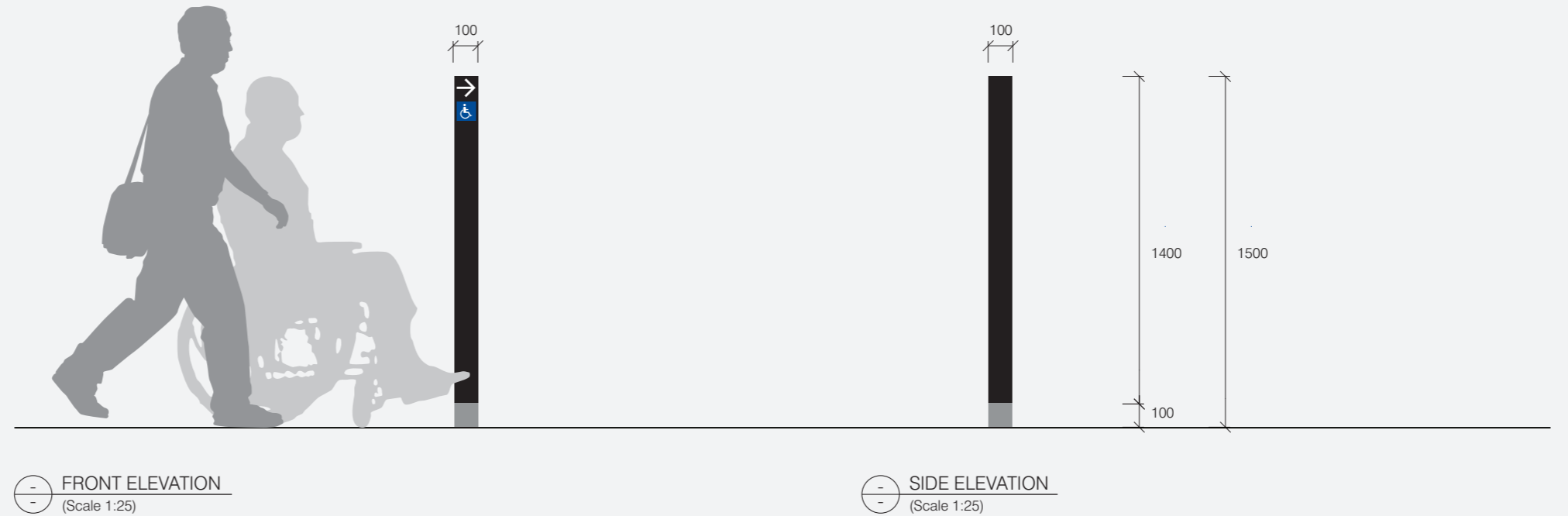
No

### Placement Principles

- Sign to be located to provide access to enable people to;
- Approach the building from the road boundary and from any accessible parking spaces associated with the building.
  - Approach the building from any accessible associated building.
  - Access work and public spaces, accommodation and facilities for personal hygiene.

### General Notes

Elevation is a typical and indicative only.  
Message is indicative only.



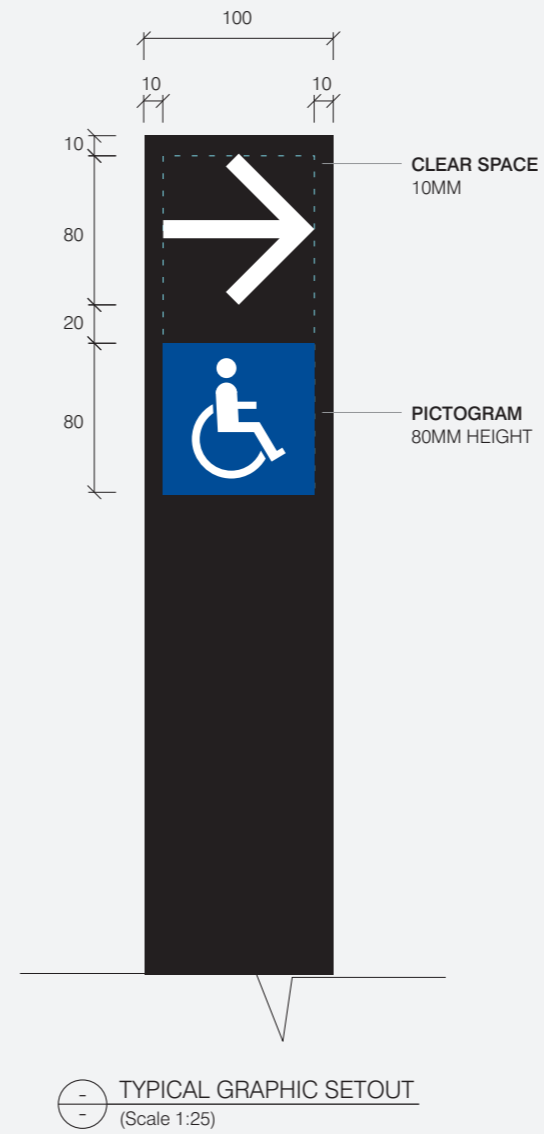
## S.54B

### Accessible Entry Braille & Tactile Sign Free-standing Totem

#### Typical Graphic Setout

##### General Notes

Message is indicative only.



## S.54B

# Accessible Entry Braille & Tactile Sign Free-standing Totem

## Construction Detail

### Specification

100mm deep fabricated sign form from 3mm folded aluminium powdercoated in matte black.

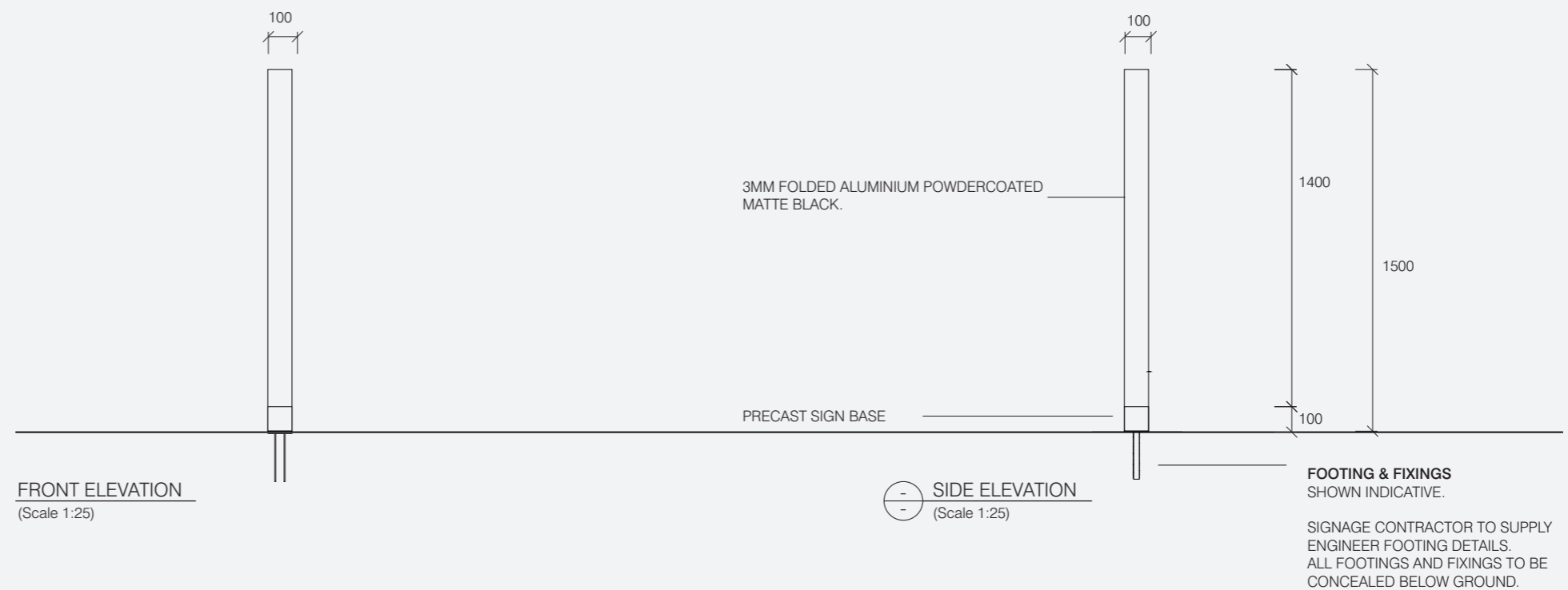
Graphics to be profile cut cast vinyl.

Fabricated sign form fixed to concrete based with concealed fixings as required. All footings and fixings to be concealed below ground. Signage contractor to supply engineering footing details. Sign to be frangible at base when located adjacent a road.

Signage contractor to supply engineering footing details.

Sign can be double sided.

Details shown convey design intent only and are subject to engineering certification.



# S.55

## 75mm Fire Service External

### Overview

#### Description

External door mounted sign to identify fire services, eg Sprinkler Valve, Sprinkler Booster, Water Meter, etc.

#### Illumination

No

#### Digital

No

#### Data

No

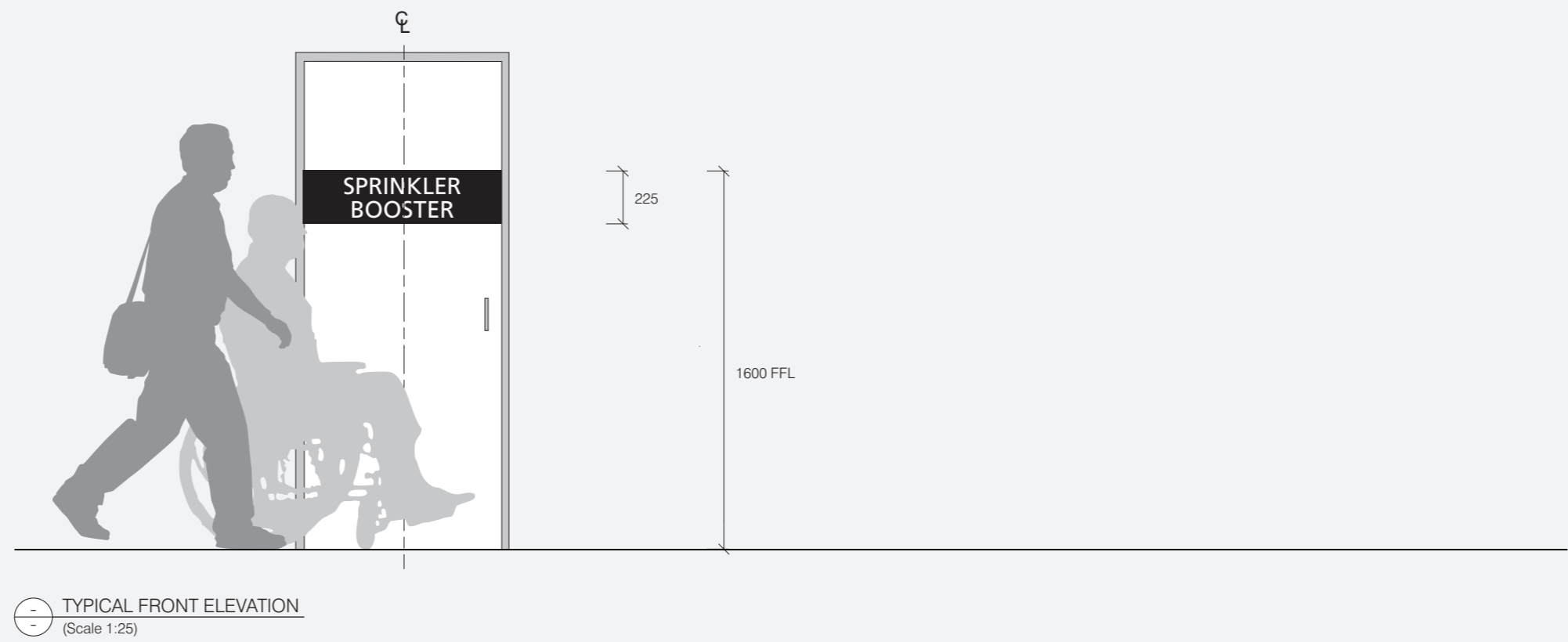
#### Mounting Height & Placement

1600mm from the FFL to the top edge of sign and centered on door.

#### General Notes

Elevation is typical and indicative only.

Message is indicative only.



# S.55

## 75mm Fire Service External

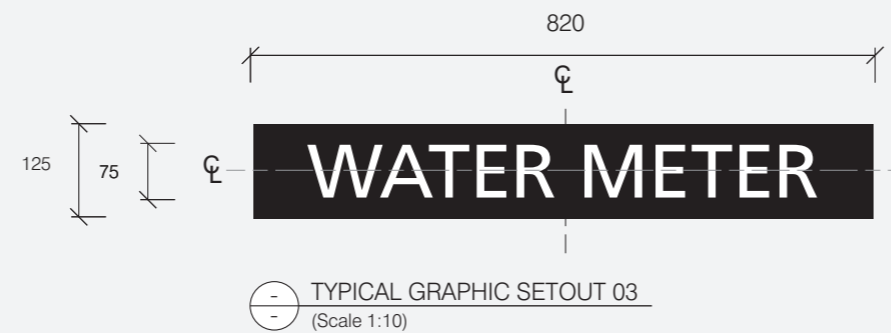
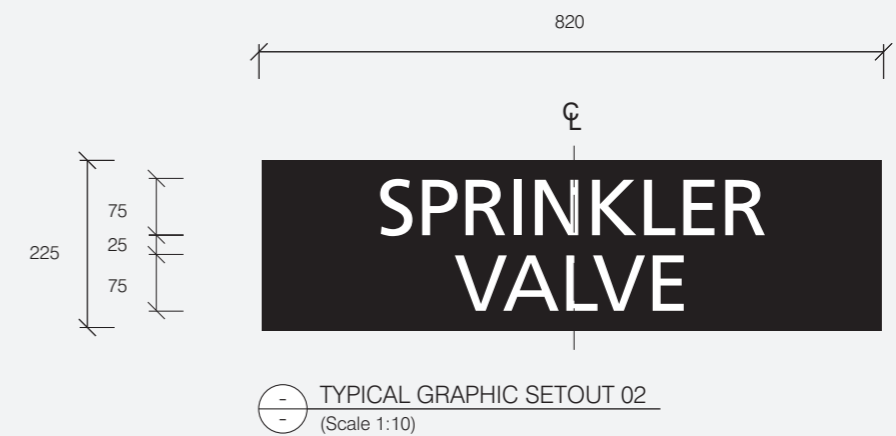
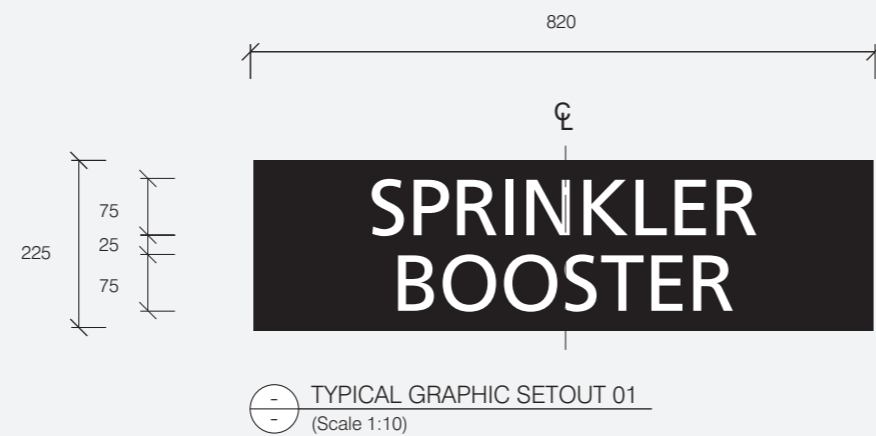
### Typical Graphic Setout and Construction Detail

#### Specification

3mm acrylic panel with profile cut vinyl graphics applied to panel, surface mounted direct to door. Clear coat over for protection.

Sign to meet NCC and Australian Standards.

Message is indicative only.



**FONT**  
FRUTIGER 55 ROMAN  
75MM CAP HEIGHT

## S.56

### 50mm Fire Service Internal

#### Overview

#### Description

Internal door mounted sign to identify fire services, eg Fire Hose Reel, Fire Extinguisher etc.

#### Illumination

No

#### Digital

No

#### Data

No

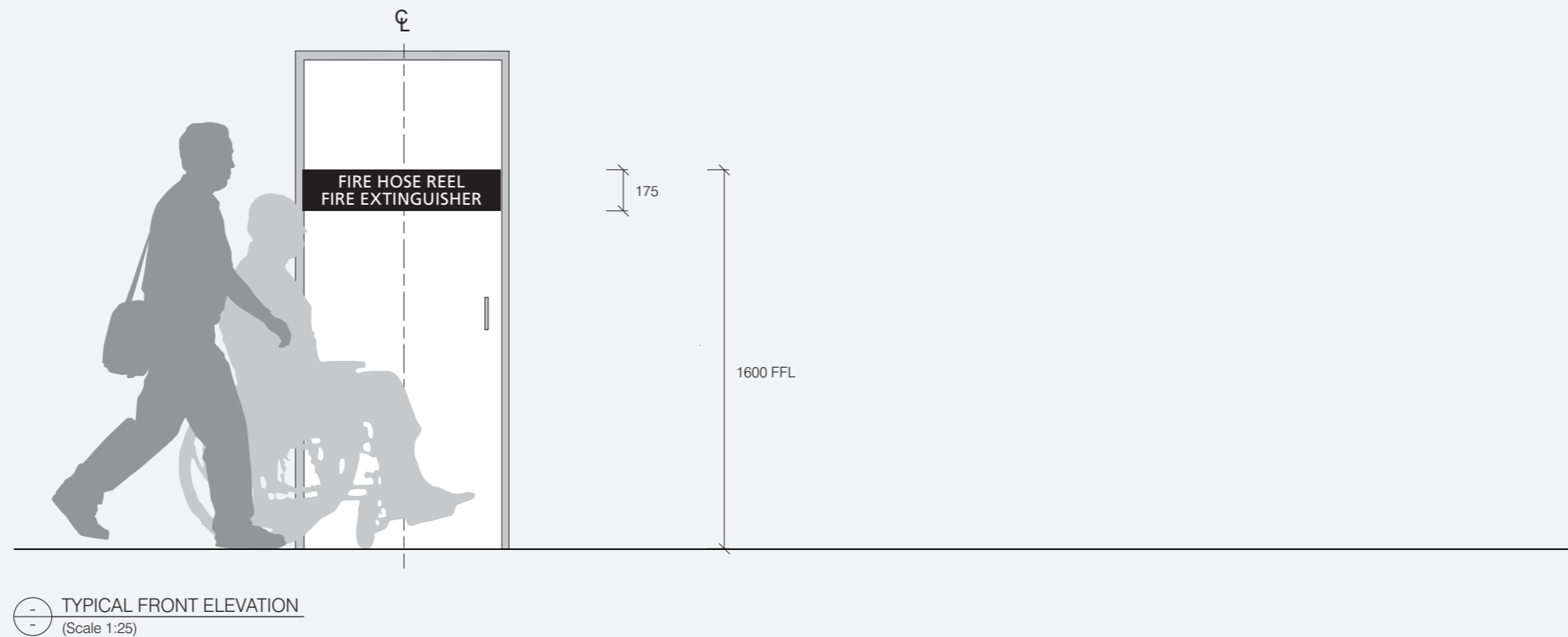
#### Mounting Height & Placement

1600mm from the FFL to the top edge of sign and centered on door.

#### General Notes

Elevation is typical and indicative only.

Message is indicative only.



## S.56

### 50mm Fire Service Internal

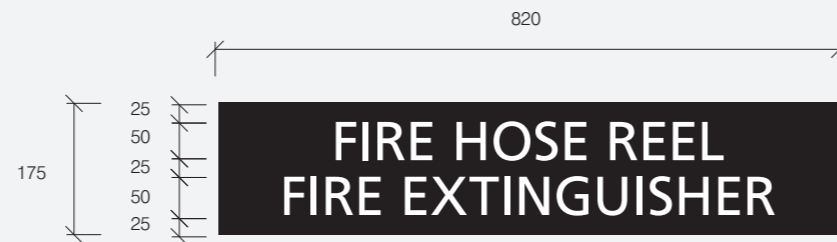
#### Typical Graphic Setout and Construction Detail

##### Specification

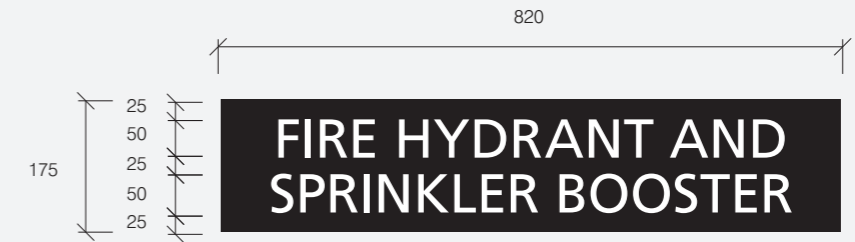
3mm acrylic panel with profile cut vinyl graphics applied to panel, surface mounted direct to door.

Sign to meet NCC and Australian Standards.

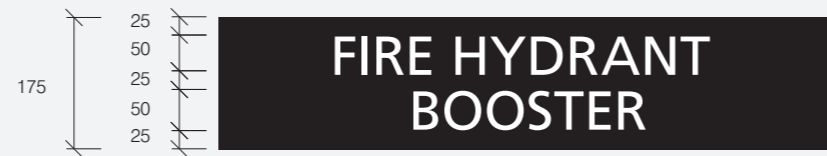
Message is indicative only.



TYPICAL GRAPHIC SETOUT 01  
(Scale 1:10)



TYPICAL GRAPHIC SETOUT 02  
(Scale 1:10)



TYPICAL GRAPHIC SETOUT 03  
(Scale 1:10)



TYPICAL GRAPHIC SETOUT 04  
(Scale 1:10)



TYPICAL GRAPHIC SETOUT 05  
(Scale 1:10)



TYPICAL GRAPHIC SETOUT 06  
(Scale 1:10)



# S.57

## 20mm Fire Service Internal

### Overview

**Description**  
Door mounted signs to identify smoke and fire safety doors.

**Illumination**  
No

<b>Digital</b>	<b>Data</b>
No	No

**Mounting Height & Placement**  
1600mm from the FFL to the top edge of sign and centered on door.

**General Notes**  
Elevation is typical and indicative only.

Message is indicative only.



# S.57

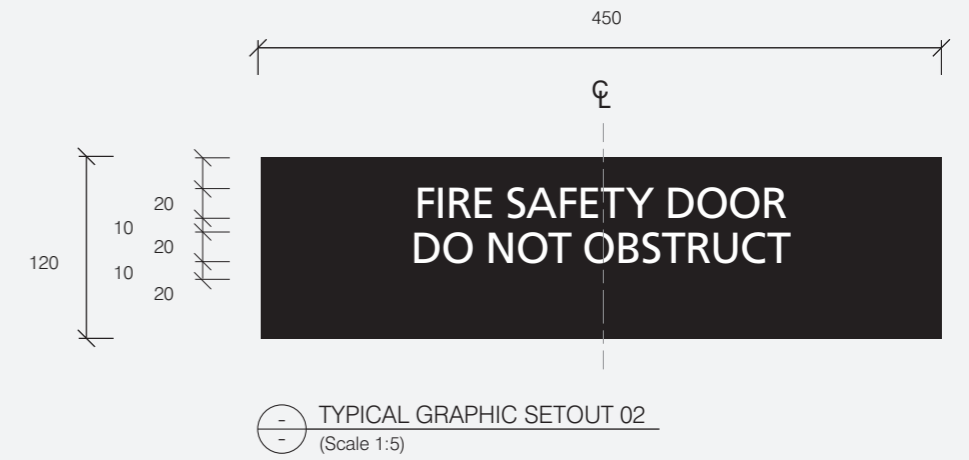
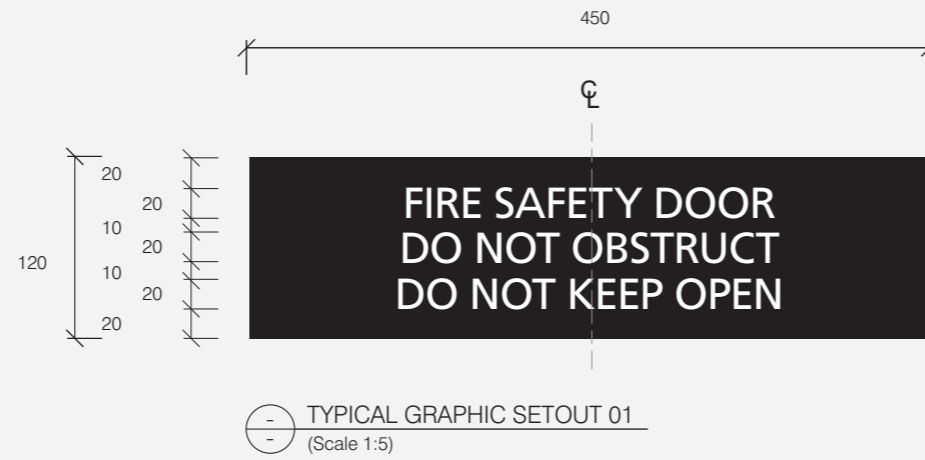
## 20mm Fire Service Internal

### Typical Graphic Setout and Construction Detail

**Specification**  
3mm acrylic panel with profile cut vinyl graphics applied to panel, surface mounted direct to door.

Sign to meet NCC and Australian Standards.

Message is indicative only.



**FONT**  
FRUTIGER 55 ROMAN  
20MM CAP HEIGHT

# Glazing Mounted Decals

# S.60

## Safety Decal to Glazing

### Overview

**Description**  
Provides manifestation on glazing to reduce chance of accidental impact.

**Illumination**  
No

**Digital**                      **Data**  
No                                      No

**Mounting Height & Placement**  
900mm from the FFL to base of safety band.

**Specification Details**  
100mm high safety band from matte white self adhesive vinyl, applied to internal face of glazing.

To ensure there is sufficient contrast for the viewer, the safety decal may need to be black depending on the colour of the floor surface behind.

Ensure safety band is compliant with NCC and applicable Australian standard.

**General Notes**  
Elevation is typical and indicative only.



⊖ TYPICAL FRONT ELEVATION  
(Scale 1:25)

# S.61

## Privacy Film to Glazing

### Overview

#### Description

Provides privacy on glazing to offices, teaching spaces, etc.

#### Illumination

No

#### Digital

No

#### Data

No

#### Mounting Height & Placement

500mm from the FFL to the base of privacy decal band.

#### Specification Details

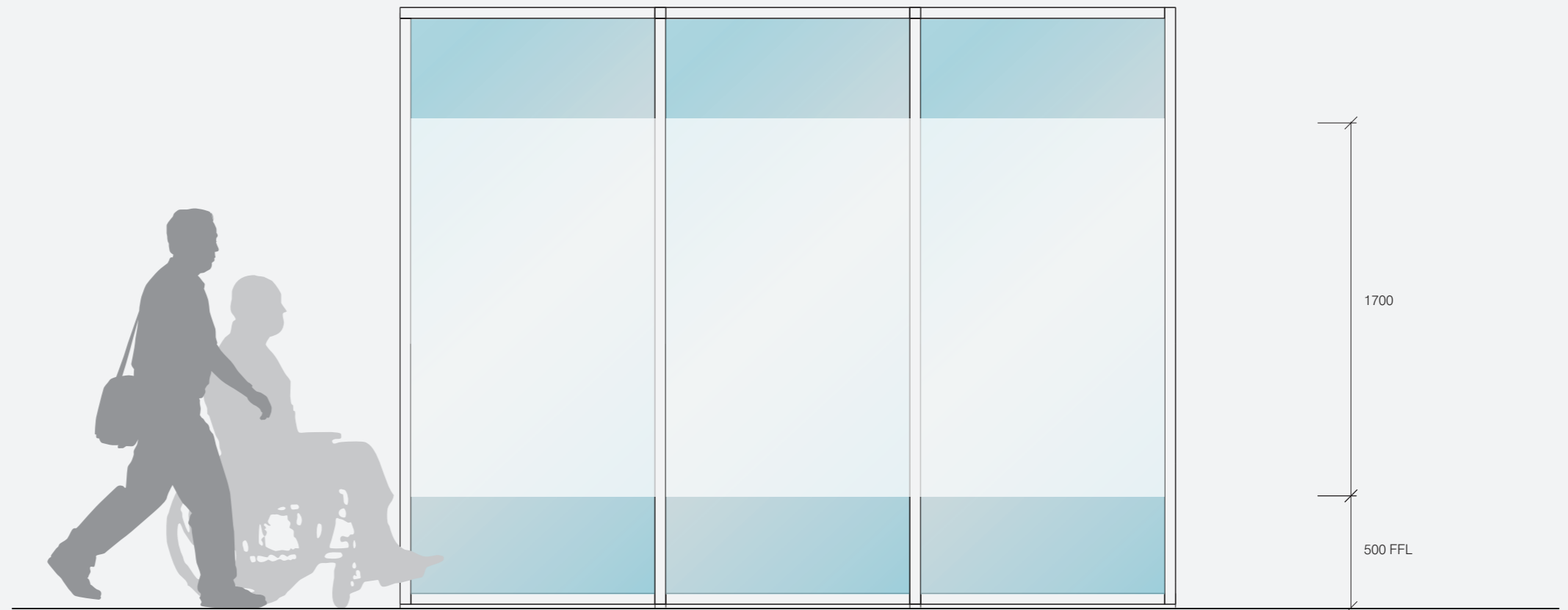
1700mm high privacy band from translucent white self-adhesive vinyl, applied to internal face of glazing.

#### NOTE:

Glazing graphic height can vary to privacy requirements.

#### General Notes

Elevation is typical and indicative only.



⊖ TYPICAL FRONT ELEVATION  
(Scale 1:25)

## S.62

# RMIT Brand Graphic to Glazing

### Overview

#### Overview

RMIT branded glazing film to provide privacy to offices, teaching spaces, etc.

#### Illumination

No

#### Digital

No

#### Data

No

#### Mounting Height & Placement

500mm from the FFL to the base of privacy decal band.

#### Specification Details

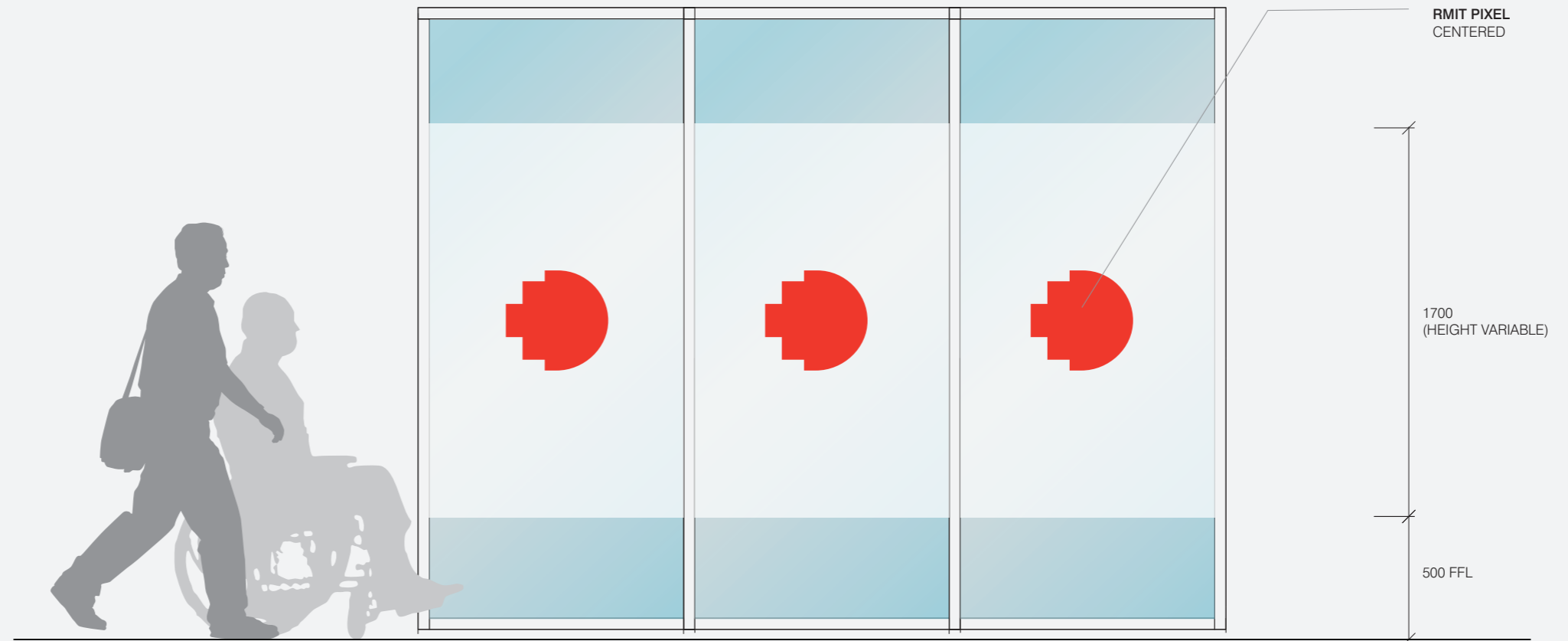
1700mm high privacy band from translucent white self-adhesive vinyl with digitally printed RMIT logo (brandmark only - no text) to match PMS 485, applied to internal face of glazing.

#### NOTE:

Glazing graphic height can vary to suit privacy requirements.

Design application is project specific.

Elevation is typical and indicative only.



TYPICAL FRONT ELEVATION  
(Scale 1:25)

# S.63

## Environmental Graphic to Glazing

### Overview

**Overview**  
 Film with graphic pattern applied to glazing to provide privacy to offices, teaching spaces, etc.

**Illumination**  
 No

**Digital**                      **Data**  
 No                                      No

**Mounting Height & Placement**  
 500mm from the FFL to the base of privacy decal band.

**Specification Details**  
 1700mm high privacy band from optically clear self-adhesive vinyl with digitally printed graphic in white solvent ink, applied to internal face of glazing.

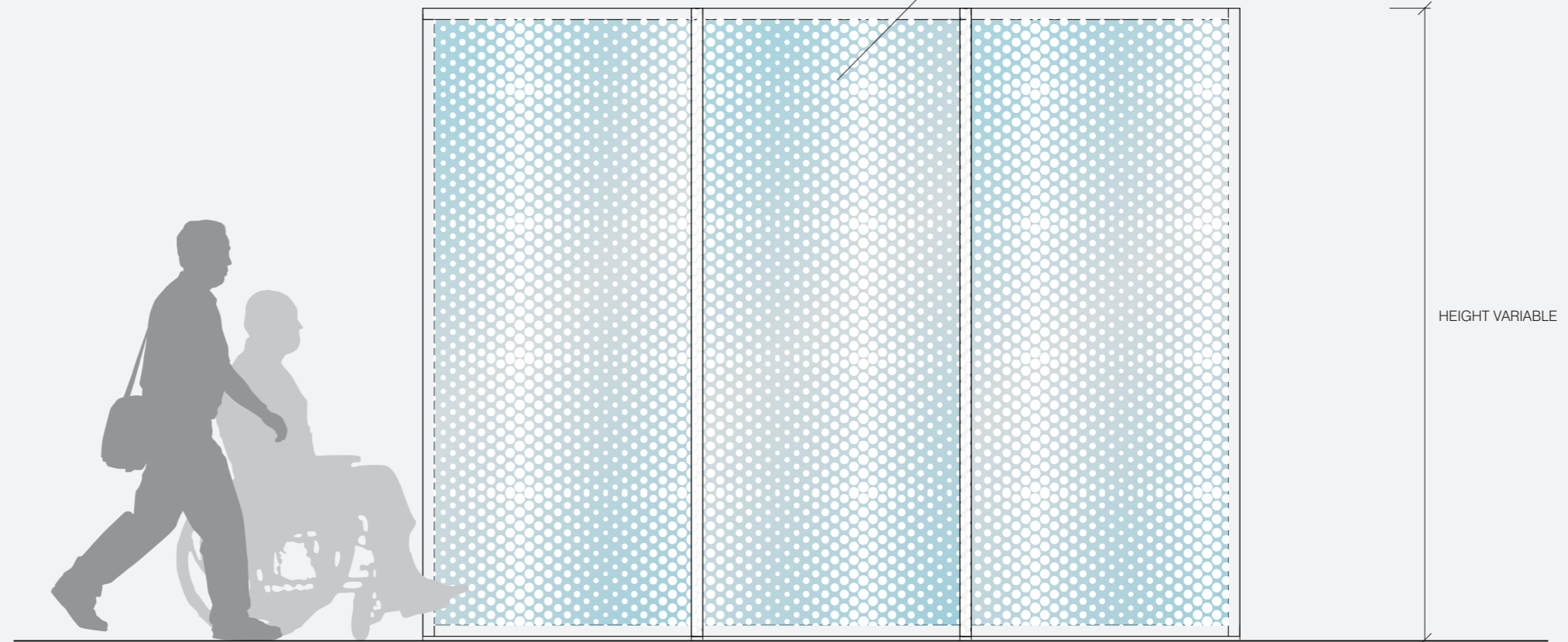
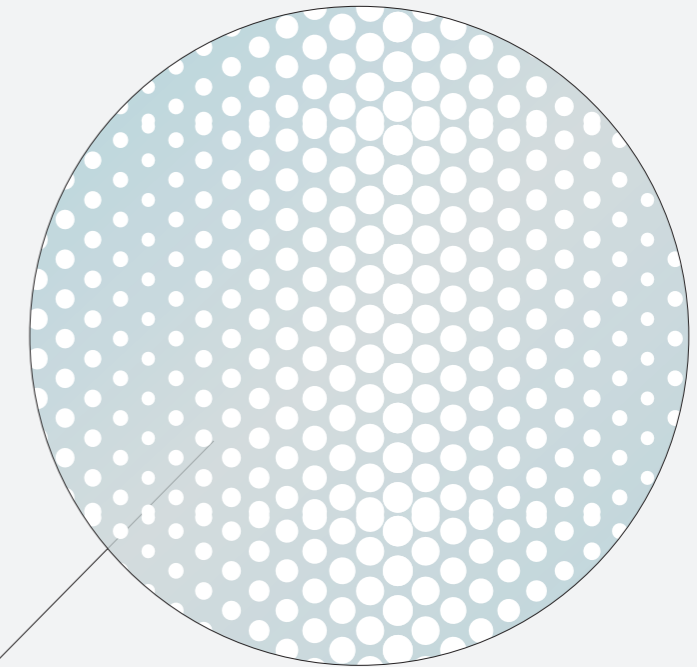
NOTE:  
 Glazing film height can vary to suit privacy requirements.

Alternative project-specific graphic artwork may be used in lieu of artwork shown, as illustrated in the reference images. RMIT approval is required for any custom designed graphic artwork.

Elevation is typical and indicative only.



Reference image only



⊖ TYPICAL FRONT ELEVATION  
 (Scale 1:25)

# Sign Holders and Templates



# S.70

## Paper Insert

### A3 Landscape

#### Overview

**Description**  
A3 landscape paper insert holder for temporary signage, internal notices, etc.

**Illumination**  
No

<b>Digital</b>	<b>Data</b>
No	No

**Specification Details**  
Archi-Frame Series Product Code  
A3 Landscape: AF A3L  
Paper Size: 297mmH x 420mmW  
Overall Size: 300mmH x 423mmW

<http://www.s2k.com.au/product/archiframe-series>

Follow product manufacturer installation instructions.

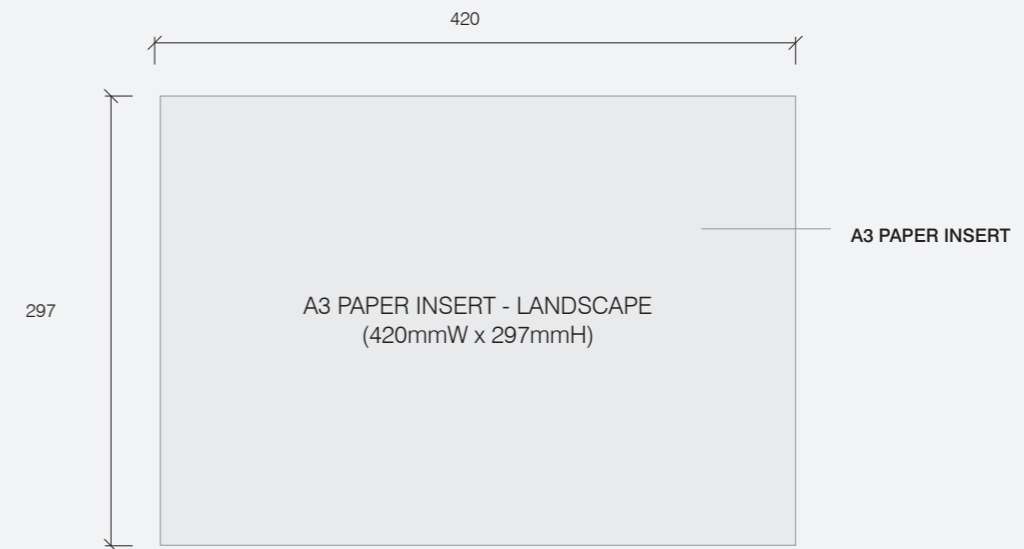
**Location & Placement**  
To suit specific function and site conditions.  
Ensure 100mm clear space around sign.



Reference image only



TYPICAL FRONT ELEVATION  
(Scale 1:25)



TYPICAL GRAPHIC SETOUT  
(Scale 1:5)

# S.71

## Paper Insert A3 Portrait

### Overview

#### Description

A3 portrait paper insert holder for temporary signage, internal notices, etc.

#### Illumination

No

#### Digital

No

#### Data

No

#### Specification Details

Archi-Frame Series Product Code

A3 Portrait - AF A3P

Paper Size: 420mmH x 297mmW

Overall Size: 423mmH x 300mmW

<http://www.s2k.com.au/product/archiframe-series>

Follow product manufacturer installation instructions.

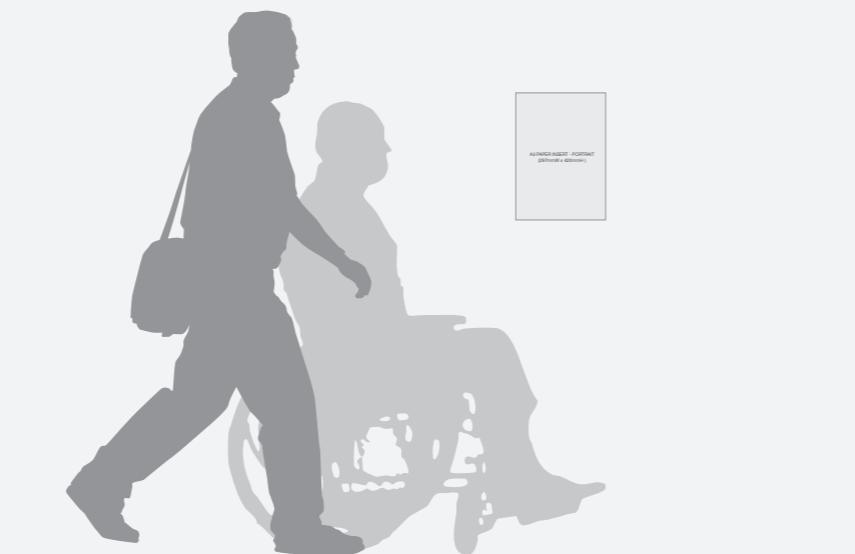
#### Location & Placement

To suit specific function and site conditions.

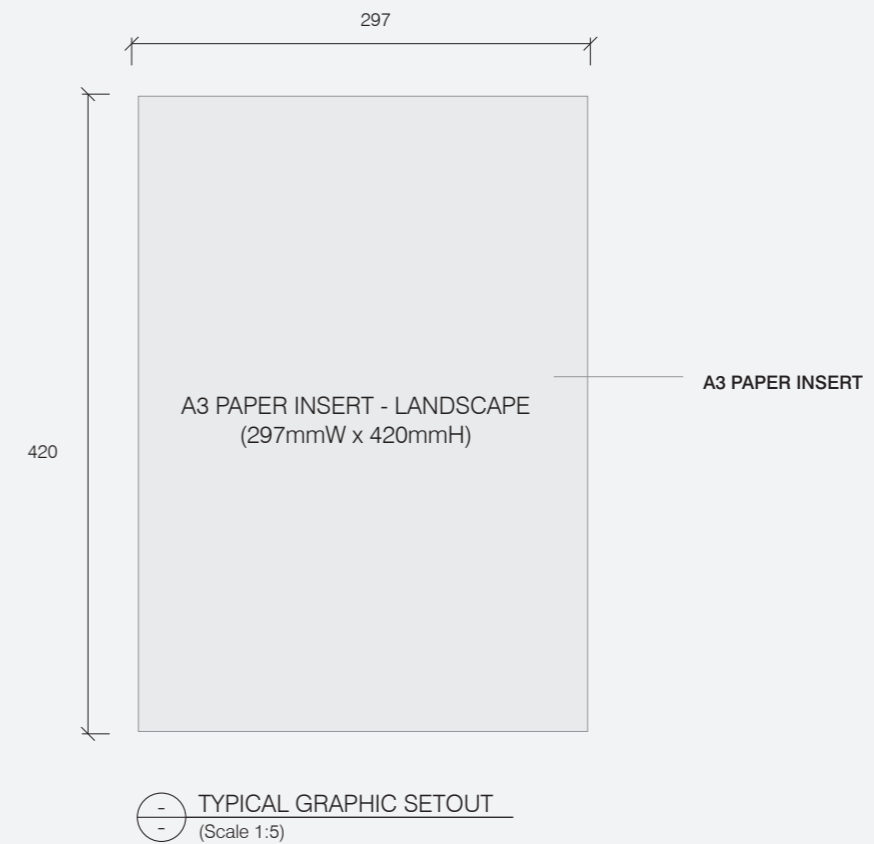
Ensure 100mm clear space around sign.



Reference image only



TYPICAL FRONT ELEVATION  
(Scale 1:25)



# S.72

## Paper Insert A4 Landscape

### Overview

#### Description

A4 paper landscape insert holder for temporary signage, internal notices, etc.

#### Illumination

No

#### Digital

No

#### Data

No

#### Specification Details

Archi-Frame Series Product Code

A4 Landscape: AF A4L

Paper Size: 210mmH x 297mmW

Overall Size: 213mmH x 300mmW

<http://www.s2k.com.au/product/archiframe-series>

Follow product manufacturer installation instructions.

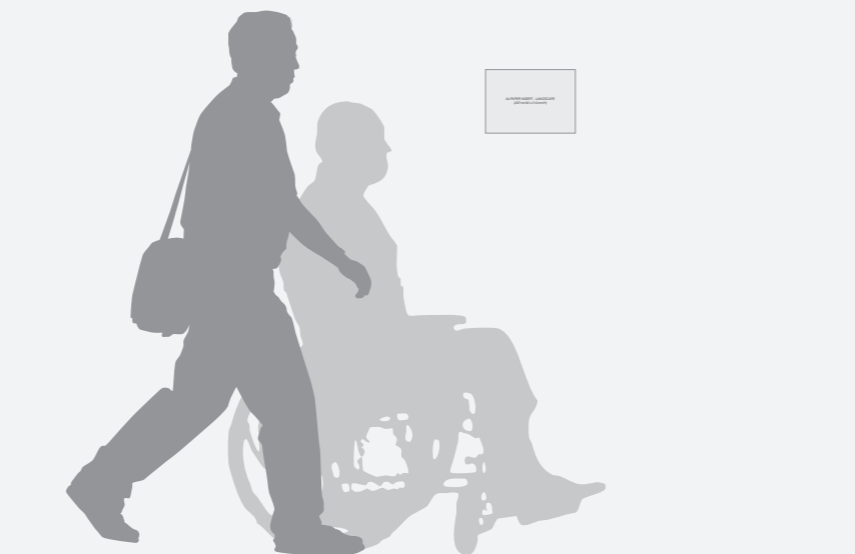
#### Location & Placement

To suit specific function and site conditions.

Ensure 100mm clear space around sign.



Reference image only



TYPICAL FRONT ELEVATION  
(Scale 1:25)



TYPICAL GRAPHIC SETOUT  
(Scale 1:5)

# S.73

## Paper Insert A4 Portrait

### Overview

#### Description

A4 paper portrait insert holder for temporary signage, internal notices, etc.

#### Illumination

No

Digital	Data
No	No

#### Specification Details

Archi-Frame Series Product Code	
A4 Portrait -	AF A4P
Paper Size:	210mmH x 297mmW
Overall Size:	300mmH x 213mmW

<http://www.s2k.com.au/product/archiframe-series>

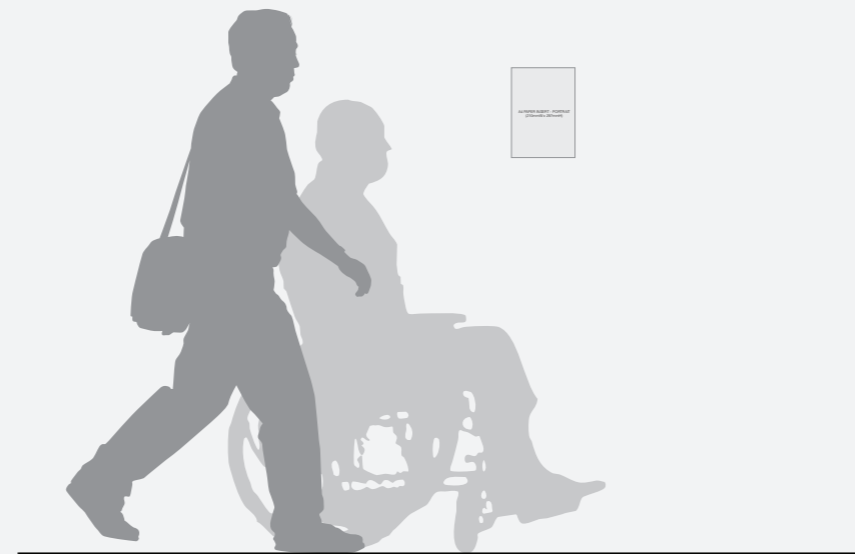
Follow product manufacturer installation instructions.

#### Location & Placement

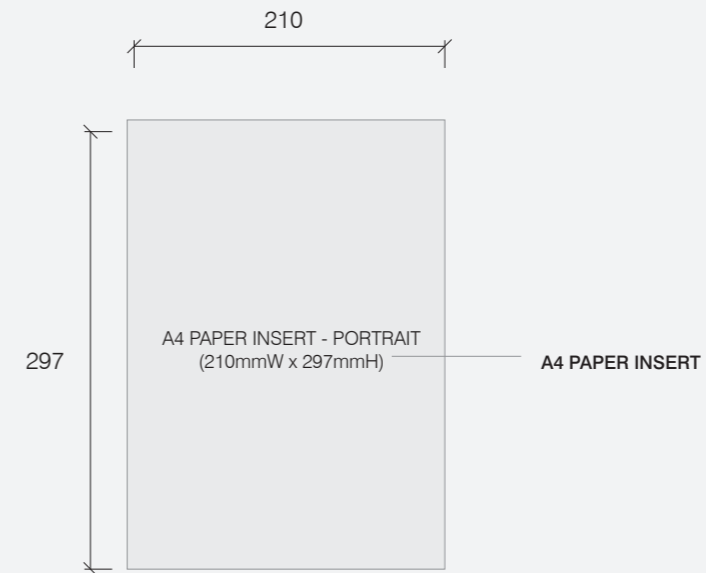
To suit specific function and site conditions.  
Ensure 100mm clear space around sign.



Reference image only



TYPICAL FRONT ELEVATION  
(Scale 1:25)



TYPICAL GRAPHIC SETOUT  
(Scale 1:5)

# S.74

## Evacuation Map Holder

### Overview

**Description**  
 Wall mounted holder for emergency evacuation map which identifies exit/evacuation routes and position of emergency and fire fighting equipment.

**Illumination**  
 No

**Digital**                      **Data**  
 No                                      No

**Specification Details**  
 Archi-Frame Series Product Code  
 A3 Landscape:      AF A3L  
 Paper Size:            297mmH x 420mmW  
 Overall Size:            300mmH x 423mmW

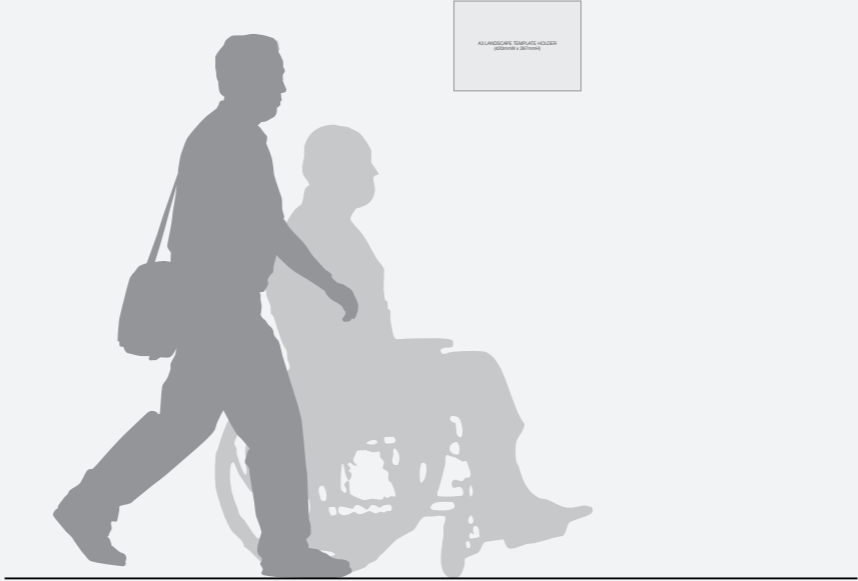
<http://www.s2k.com.au/product/archiframe-series>

Follow product manufacturer installation instructions.

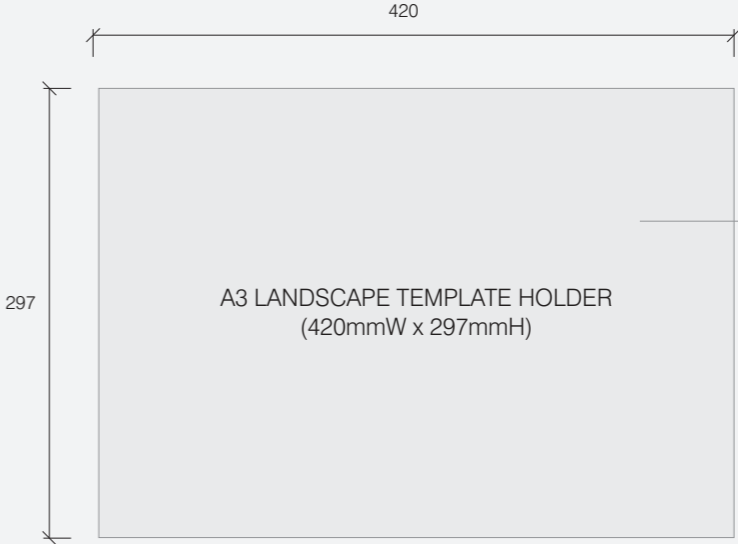
**Mounting Height, Location & Placement**  
 To comply with NCC and applicable Australian standards.



Reference image only



⊖ TYPICAL FRONT ELEVATION  
 (Scale 1:25)



⊖ TYPICAL GRAPHIC SETOUT  
 (Scale 1:5)

**EVACUATION MAP**  
 MAP AND LOCATION TO BE  
 SUPPLIED AND CO-ORDINATED  
 WITH FIRE CONSULTANT

# S.75

## Notice Sign

### Landscape

#### Overview & Typical Graphic Setout

##### Description

Wall mounted sign to provide general notices.

##### Illumination

No

##### Digital

No

##### Data

No

##### Specification Details

3mm acrylic panel with profile cut vinyl graphics applied to panel, surface mounted direct to wall.

To ensure contrast and legibility, colour palette can invert to achieve 30% contrast with substrate.

Dimensions of sign panel can vary to suit message and application, however the text and icon size must remain consistent with rules as illustrated.

When applied to glazing, apply a profile cut vinyl patch to back face of glazing to conceal adhesive. Vinyl colour and size to match panel colour and size.

##### Mounting Height & Placement

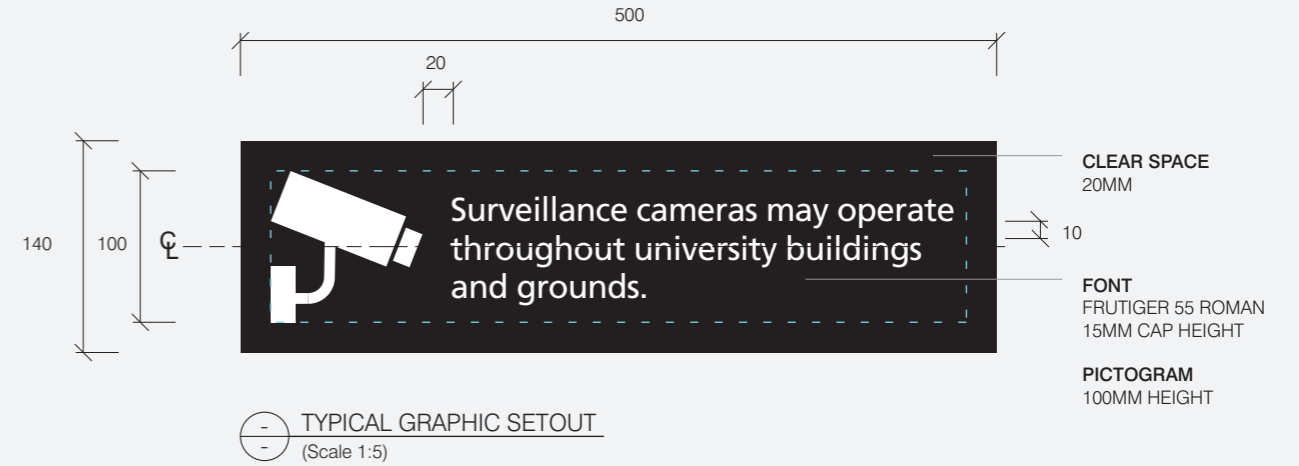
1,600mm from the FFL to top edge of sign.  
Ensure 50mm clear space around sign panel.

##### General Notes

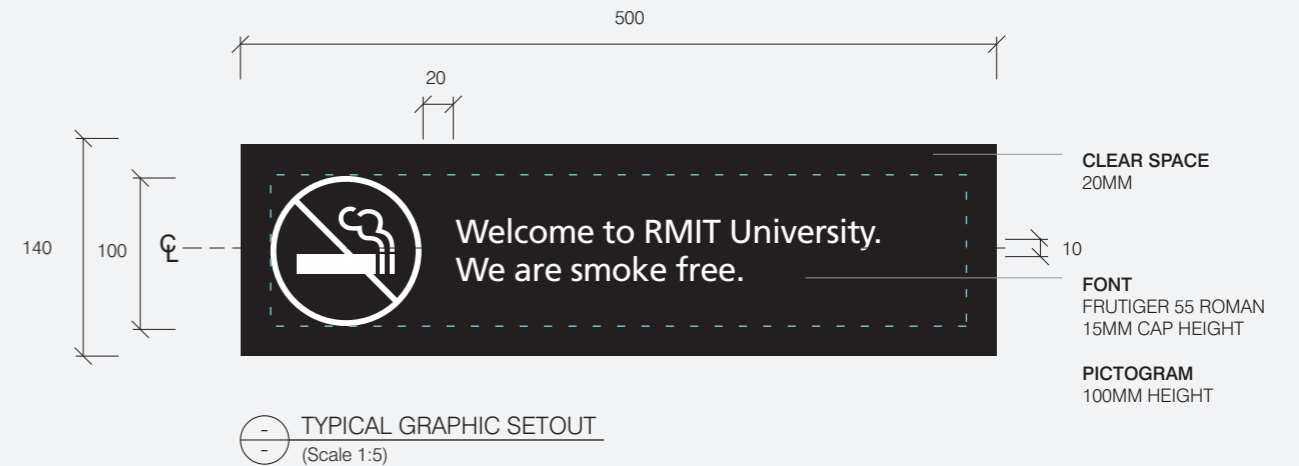
Elevation is a typical and indicative only.  
Message is indicative only



TYPICAL FRONT ELEVATION  
(Scale 1:25)



TYPICAL GRAPHIC SETOUT  
(Scale 1:5)



TYPICAL GRAPHIC SETOUT  
(Scale 1:5)

# S.76

## Notice Sign

### Portrait

### Overview & Typical Graphic Setout

**Description**  
Wall mounted sign to provide general notices.

**Illumination**  
No

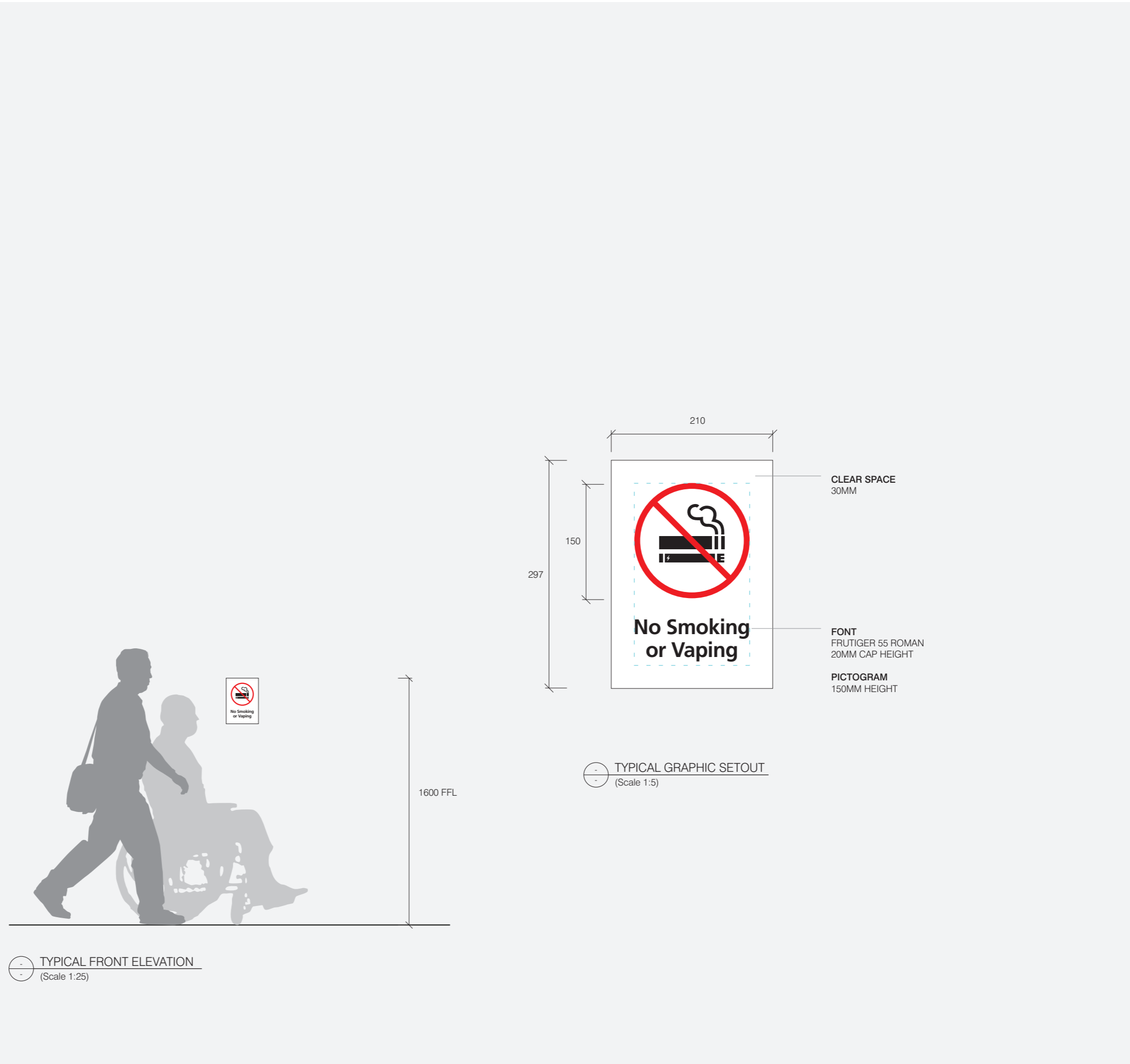
Digital	Data
No	No

**Specification Details**  
3mm acrylic panel with profile cut vinyl graphics applied to panel, surface mounted direct to wall. If mounted to building facade externally, sign to be fabricated from aluminum.

**Mounting Height & Placement**  
1,600mm from the FFL to top edge of sign.  
Ensure 50mm clear space around sign panel.

**General Notes**  
Elevation is a typical and indicative only.  
Message is indicative only

To be compliant to Australian Standard AS1319-1994, the design must have a red symbolic annulus and slash over a plain white interior or an action symbol in black.



# 07

## Performance Specification and Maintenance

This section provides an example performance specification and guidance on the maintenance of RMIT University signage to ensure it is of the best standard at all times.



# 07 Maintenance

## Example Performance Specification

(1 of 2)

### 1.0 .0 GENERAL

#### 1.0.1 Scope

The work in this section comprises the provision of all safety, supervision, labour, materials, plant and equipment necessary to complete the supply and installation of the signage and associated work (the Works) including related items as indicated on the drawings and Specification Details to the satisfaction of The Client, Authorities, Australian Standards and Codes of Practice.

This document is to be read in conjunction with Message Schedule, Sign Location Plans and any other associated documentation provided by the Client.

The drawings in the document represent design intent only, and are not for construction.

All fabrication, detailing and installation is to be of the highest possible standard within the Specification Details given.

The following clauses shall be read in conjunction with the drawings, Specification Details and all relevant clauses are applicable.

The subcontractor is to ensure that referencing to the drawings is carried out prior to all works throughout the duration of the project. The Client requires a conforming bid: however, will also consider a separate alternative bid, provided the cost and or time savings are clearly defined. Failure to provide all information required in this scope of works which adheres to the conditions of tendering for the subcontract and the Specification Details may result in the exclusion of the tender.

#### 1.0.2 Knowledge of the site

Subcontractors who are not familiar with the site or its conditions are required to visit site prior to submitting their price. No consideration will be given to subcontractors who are unaware of the workplace conditions.

### 1.1.0 APPLICABLE DOCUMENTS

#### 1.1.1 Standards

All work and materials shall comply with the applicable Australian Standards and BCA.

Compliance with standards does not relieve the subcontractor from fully meeting the operating, interface, ownership, support, and operating environment requirements specified or reasonably expected. Disparities between standards and requirements require a written approval from The Client.

#### 1.1.2 Order of Precedence

In the case of ambiguity between any of the documents then the more stringent conditions will apply. Any ambiguity should be clearly noted in the tender.

Nothing in this document, however, supersedes applicable laws and regulations unless a specific exemption from The Client has been obtained.

#### 1.1.3 Intent of the technical drawings an Specification Details

The intent of the schedules and Specification Details set out herein is to describe nominal dimensions, materials and finishes of the items consistent with the design intent.

Details may be refined or modified provided that such refinement or modification is consistent with the operating, interface, ownership, support, and operating environment requirements specified. All modifications require client's approval.

In all cases the subcontractor shall be responsible for ensuring that the finished product is structurally and aesthetically sufficient for the service conditions and of a quality which would be reasonably expected. This shall include any structural computations as required.

### 2.0.0 REQUIREMENTS

#### 2.0.1 Copyright

The Client will hold the Copyright to all work, including, but not limited to design and shop drawings.

#### 2.0.2 Publicity

During and after completion of the project, the subcontractor, or any of its sub-contractors, shall not advertise or issue any information, publication, document or article concerning the project or any matter associated therewith in any media without the prior written consent of The Client. The subcontractor shall refer to The Client any enquiries concerning the project or any of the aforementioned matters from the media.

#### 2.0.3 Design, materials and manufacturing processes

Unless otherwise specified, the design, materials, and manufacturing process selection is the prerogative of the subcontractor as long as all items submitted to The Client fully meet the qualitative, operating, interface, ownership, support, and operating environment requirements specified. All alterations and changes require client approval.

#### 2.0.4 Mandatory Requirements

The provided information is mandatory with respect to the following:

##### Font

Text and graphic layout

Colours - PMS

Graphic application

Overall size of each sign

Materials and nominated finishes of each sign

Terminology and messaging

Modularity of nominated signs

#### 2.0.5 Operating Requirements

Each item shall provides qualitative, functional, operational and performance capabilities that are to be expected for items in the environment they will be used in.

### 2.1.0 PROJECT MANAGEMENT

#### 2.1.1 Personnel

Contractor will nominate an on site project manager and a foreman for the duration of the contract. Subcontractor will nominate one contact person from subcontractor's management.

#### 2.1.2 Work Programme

The subcontractor will provide a works programme, clearly showing the commencement and completion of all activities, including engineering, prototyping, shop drawings, structural provisions to install signs and required approvals, before commencement of the project. This programme must be in accordance with The Client's construction programme.

The Client has the right to make any changes to this programme to ensure it fits in with the construction programme.

Changes made to the programme by subcontractor without The Client approval do not relieve subcontractor of its obligations in terms of timing of deliverables in the project.

#### 2.1.3 Shop drawings and detail development.

Shop drawings for all signs, indicating the relevant text and artwork and fabrication details of the signs as well as any joins or fixings, shall be submitted to The Client for examination and approval.

The date for the submission of shop drawings shall allow for ample time for review (minimum 14 business days), amendment and re-submission before fabrication commences.

Rectification through rejection of shop drawings is the responsibility of the subcontractor and will not be used to justify a change in the programme.

The subcontractor shall allow:

- For any design input as necessary to clarify details, improve the build-ability or Identify savings or improvements to the finished product and be submitted for approval by The Client.

- For design development of fixings and accessories.

- For attendance to all design and subcontractor meetings and working groups required to complete the works.

- To coordinate and develop as built drawings of completed works with the consultants and suppliers.

- To develop details for all movement and finish junctions, for The Client's approval.

- For any design and detailing of secondary steel or structural elements not included in this Specification Details and required to support signage or tree grate elements.

#### 2.1.4 Site Measurements

Whilst all care has been taken in the preparation of this work, it is the responsibility of the proprietor to ensure that all information is correct. Subcontractors are to verify dimensions prior to commencement of work. Written dimensions take precedence over scale. Refer all discrepancies back to The Client before commencing works.

#### 2.1.5 Samples and Prototypes

Samples and prototypes shall be provided by the subcontractor where requested to The Client for all materials associated with this project (including proprietary items).

All samples shall be submitted in sufficient time to permit proper evaluation (minimum of 30 working days) and where necessary, re-submission, in order to allow production to proceed in accordance with the programme.

Samples and prototypes are to show material, finish, colour and workmanship. Approved samples and prototypes shall become the standard against which work will be matched. Rejection of samples and prototypes will not be used to justify a change of programme.

Minimum of 1 sample is required for all materials submitted. Printed samples of signs are required for review by The Client.

### 2.2.0 ARTWORK

#### 2.2.1

Digital files supplied by The Client and Semaphore. Digital files in Adobe Illustrator CS or Adobe Photoshop CS format, showing graphic applications only will be supplied to subcontractor for unique items only. Files other than above requested by subcontractor from The Client will be charged to the subcontractor.

Make provisions for some modification in the design, detail and graphic application of signs within each Sign type and the redistribution of sign quantities accordingly.

Modification to the graphic set out and format of information will not constitute a variation to the scope of work.

Contractor is responsible for all production artwork, allowance to be made for;

- All artwork production and for the enlargement as required of this material.

- Preparation of full size graphic layouts for each unique item for approval.

#### 2.2.2 Typefaces

Submit one sample of the reproduction of the typeface(s) used in production for approval. Samples should include typical point sizes to be used and the minimum point sizes used in each typeface and weight.

### 3.0.0 MATERIALS AND MANUFACTURING

#### 3.0.1 Alternative Materials

Alternative materials for use in works are only allowed with express approval from the Client. Submission shall be considered without obligation.

#### 3.0.2 Proprietary Products

Where proprietary products are used the manufacturer's instructions and Specification Details shall be strictly adhered to.

#### 3.0.3 General Finishes

Edges shall be clean, neat and free from burrs and indentations. All sharp edges to be arrised, .5mm nominal. Surfaces shall be true and free from any warping or bowing across length.

#### 3.0.4 Joints

Contractor to show all visible joints on shop drawings for approval by the Client. Contractor to show all visible joints on shop drawings for approval by the Client. Joints that were not approved on the shop drawings shall not appear on the finished product.

# 07 Maintenance

## Example Performance Specification (2 of 2)

### 3.1.0 PAINT FINISHES

Subcontractors to provide certification of the paint and paint application systems used. Colours to match PMS colours specified, provide 3No. samples and documented formulations of each colour for approval by Client. Paint systems as specified. Refer to AS2310 for a description of terms used below.

#### 3.1.1 Structural Steel (Hidden)

Refer Dulux Specification Details sheet PC552, for surface preparation and application procedures. Refer also AS 2312:2002.

1st Coat – Dulux Luxaprime 75µm DFT  
2nd Coat – Dulux Ferrodor 810 50µm DFT  
3rd Coat – Dulux Ferrodor 810 50µm DFT

#### 3.1.2 Aluminium (Visible)

Refer AS1231-2000 for Anodic oxidation coatings. Refer AS 3750.6:2009 for two-component, solventborne, full gloss polyurethane paints.

#### 3.1.3 Colour Accuracy

Paint finishes to match the PMS (Pantone Matching System) colours specified in the documentation. Include the formulation and type and brand of paint system in the as built documentation package.

#### 3.1.4 Colour Consistency

Colour to be even and consistent across sign face surface without orange peel/poor flow, poor opacity, clouding or mottling, dirt or dust inclusion, runs, solvent pop or any gloss level variance.

#### 3.1.5 Batching

Sign cladding panels that are to be installed on the same sign or seen in proximity to each other shall be painted in the same 'batch' to ensure finish consistency.

#### 3.1.6 Surface Preparation

Surface preparation to conform to the recommendations of AS 2312:2000, AS 1627.9:2002 and industry best practice.

#### 3.1.7 Application

Paint application to conform to the recommendations of the manufacturer, AS 2312:2000 and industry best practice. Subcontractor to provide certification of the paints and paint application procedures used.

#### 3.1.8 UV Resistance

All paint systems to be demonstrated as suitable for long term outdoor UV exposure without yellowing, colour change, chalking or film deterioration.

### 3.2.0 APPLIED GRAPHICS

#### 3.2.1 Vinyl

Only cast vinyl shall be used, with a gloss level to match sign face surface. Contractor to provide certification of the materials used.

Edges of profile cut vinyl shall be sharp, crisp and free from any tearing and associated defects.

Application is to be straight and true on the sign face, free from air bubbles, dust and any other defects.

Samples must be provided for all vinyl types and colours specified for approval.

Digitally printed vinyl samples must also be provided for approval.

#### 3.2.2 Screen printing

N/A

#### 3.2.3 Digital printing.

Digitally printed graphics shall be applied using appropriate inks, printing methods, printed medium and laminates for the environment the item is to be used in and the expected quality level of the item. Colours must not fade over time, and be as vibrant as possible. Opaque inks must be used.

Contractor is to provide certification of the materials and printing systems used.

#### 3.4.0 Paint finish

All paints to meet the total Volatile Organic Compounds (VOC) limit table. Refer to Section Twelve – Enclosure 12.10 Adhesives, Sealants and Fasteners in the RMIT Design Standards.

#### 3.5.0 Mild Steel

All mild steel requires paint application to all surfaces as detailed in Section 2.5.

#### 3.6.0 Stainless Steel

All stainless steel used (including fasteners) to be 316L grade. Copper based anti seize to be used on installation of all stainless fasteners to prevent galling. All stainless steel shall be fabricated in clean shops, isolated from contamination from other ferrous alloys. Tools used for fabrication shall be either used exclusively for the fabrication of stainless steel or thoroughly cleaned before use.

#### 3.7.0 Dissimilar Metals

Separate dissimilar or incompatible metals by suitable means, including but not limited to separation layers, sleeves, gaskets, plastic film, bituminous felt, mastic, paint coatings and the like. Separation materials shall not be visible on exposed surfaces.

#### 3.8.0 Welding

All welding shall be carried out in accordance with AS 1554 and other applicable Australian Standards.

Welded, brazed or soldered joints on exposed surfaces shall be ground, buffed or polished as applicable to the material and specified finish. There shall be no buckling or visible surface colour variations in exposed metal finishes.

#### 3.9.0 Fastenings

Fastenings including, anchors, screws, lugs, rivets, bolts, double sided tape and the like shall be appropriate to the work, capable of transmitting the loads and stresses imposed and sufficient to ensure the rigidity of the assembly.

Fastenings shall not be exposed unless specifically detailed on shop drawings and approved.

Where a fastener is 'structural' in nature and transmitting significant loads and forces, eg. sign anchor bolts, engineering design and certification is required to be arranged by contractor.

#### 3.10.0 VHB Tape

All double-sided VHB tape fastening to be 3M brand. Surface preparation and application to manufacturers recommendations.

#### 3.11.0 Adhesives / Sealants

Low Volatile Organic Compounds (VOC) material and adhesives shall be used for all signage. Refer to Section 12.10 Adhesives, Sealants and Fasteners in the RMIT Design Standards.

#### 3.12.0 Glass

N/A

### 4.0.0 IMPLEMENTATION

#### 4.0.1 Protection of works

The subcontractor shall be responsible for protection of all materials and workmanship that are part of the contract against damages until such time as the work is accepted by The Client.

Adjacent work and materials in areas where work is progressing or through which materials are brought shall be protected from damage by the subcontractor during the erection of this work.

#### 4.0.2 Protection of other trades

Adjacent work shall be protected from damage during the installation of this work. The cost to rectify any damages to other trades / work will be deducted from invoices.

#### 4.0.3 Other trades

Coordination of all trades as necessary or appropriate for the production or implementation of the works is the responsibility of the subcontractor.

#### 4.0.4 Subcontractors

The subcontractor is the lead subcontractor and is responsible for the organisation of its own subcontractors and other subcontractors on site. The subcontractor is fully responsible for the quality of their subcontractors work.

#### 4.0.5 Cleaning up

Contractor will keep the site clean of material associated with the Works and their installation and the complete area will be cleaned on completion. It is a requirement for these Contractors to have a plan for responsible removal of waste.

#### 4.0.6 Storage on site

Subcontractor is responsible for storage. Storage may be available on site at the discretion of The Client.

#### 4.0.7 Installation locations

Installation locations for each item will be shown on supplied plans. In the event of conflict between the text of the plans or instructions and the situation on site, the subcontractor is to contact The Client for instructions. No part of the documentation supersedes applicable laws and regulations unless a specific exemption has been obtained.

#### 5.0.0 As Built Documentation

The Subcontractor shall provide a revised copy of the Specification Details detailing the final installation. All relevant shop drawings, 'as built' allocation plans and corresponding schedules are to be provided to the Client in digital format at the completion of the project.

# 07 Maintenance

## Maintenance Policy

### Overview

RMIT's signage maintenance policy ensures that all signage assets are maintained to a high standard at all times, and are free from defects and signs of vandalism.

Signs should be inspected and assessed periodically. Signs located in high traffic areas may require more frequent inspections and updates.

The following checklist should be used when inspecting and assessing signage.

### Sustainability

To support the University's environmental sustainability policies, all materials, where practicable, should be recovered and recycled when maintenance or general replacement is undertaken.

Checklist	Yes	No	Action
Does the sign perform the function it was designed to fulfill?			
Does the design of the signage and use of the RMIT brand meet current RMIT Standards?			
Does the design of the signage meet current building codes and regulations?			
Is the messaging is still appropriate and accurate?			
Are there visible defects or signs of vandalism?			
Is there wear and tear on sign panels?			
What condition are footings and fixings in?			
Is digital signage still in good working order and safe to use?			
Can the sign be consolidated with other signs to reduce overuse of signs and visual clutter?			
Does temporary signage need to be replaced with permanent signage?			

## 07 Maintenance

### General Maintenance Manual

#### Overview

This section outlines general procedures to clean and maintain signage.

Signage contractors are required to provide specific maintenance manuals outlining proposed methods of routine care and maintenance procedures for any signage they install at RMIT Campuses.

#### Illuminated Letters

Lettering to be dusted or dry wiped with a soft non-abrasive, lint free anti-static cloth.

Care must be taken not to damage or misalign letters or damage any vinyl layers during cleaning.

For stains and marks, spot clean wipe with a non-spirit based detergent applied to soft non-abrasive, lint free anti-static cloth.

#### Digital Signage

Monitors and sign faces to be dusted or dry wiped with a soft non-abrasive, lint free anti-static cloth.

Do not to introduce moisture to monitors.

For marks or stains to sign faces, wipe with a non-spirit based detergent.

#### Panel Signage

Panels to be dusted or dry wiped with a soft non-abrasive, lint free anti-static cloth.

Care must be taken not to damage or misalign panels or vinyl lettering / artwork during cleaning.

For stains and marks, spot clean wipe with a non-spirit based detergent applied to soft non-abrasive, lint free anti-static cloth.

#### Vinyl Cut Signage, Statutory Signage & Braille

Dust off using an air compressor or similar.

Sign are not to be cleaned with any liquids or abrasive materials. Care must be taken when using cleaning cloths to avoid the risk of getting cloth caught on vinyl edges.

#### Painted Signage

Sign to be dusted or dry wiped with a soft non-abrasive, lint free anti-static cloth, taking care not to peel edges of paint.

For stains and marks, spot clean wipe with a non-spirit based detergent applied to soft non-abrasive, lint free anti-static cloth.

# 07 Maintenance

## Remove and Make Good

### Overview

When existing signage is removed or replaced, the expectation is that the signage contractor will 'make good' the substrate and return the surface to an approved standard.

'Make good' refers to the required repair to conceal any defects left to a surface - wall, ceiling or floor substrate, from the removal of previous signage elements, or any damage that occurs during the installation/replacement of a signage element.

Any 'make good' repairs should not be visible to the naked eye and meet the approved RMIT standard.

The following outlines the general expectations of 'make good' to typical substrates found throughout the campus.

### Concrete

Concrete surfaces (walls, ceiling or floors) including rendered or painted concrete to be patched appropriately with colour and finish to match existing.

Where a substrate is painted or rendered, the full extent of the substrate is to be painted up to a corner, join line or where the substrate finishes.

### Brick

Brick surfaces, including painted brick, to be patched appropriately to match the finish of the existing.

Where a substrate is painted, the full extent of the substrate is to be painted up to a corner, join line or where the substrate finishes.

### Plasterboard

Plasterboard surfaces (walls or ceilings) to be patched appropriately with colour and finish to match existing.

Where a substrate is painted, the full extent of the substrate is to be painted up to a corner, join line or where the substrate finishes.

### Glass

Glass surfaces must be free from any defects or residue left from the removal of previous signage elements.

Substrate is to be clean and returned to match the finish and condition of the existing. If glazing has vinyl film applied, which is damaged in the removal process, the vinyl film is to be replaced.

### Timber

Timber (solid or veneer) must be repaired to remove any visible defects left from the removal of previous signage elements.

Where a substrate is painted or varnished, the full extent of the substrate is to be painted/varnished up to a corner, join line or where the substrate finishes.

If timber is replaced, it must match the same product or timber species as existing.

### Metal

Metal (including but not limited to Stainless Steel, Aluminium, Zinc) surfaces must be free from any defects or residue left from the removal of previous signage elements.

Where visible penetrations are evident, metal panels must be replaced and be matched with the same product as existing.

Substrates to be cleaned to match the finish and condition of the existing.

### ACM

ACM surfaces must be free from any defects or residue left from the removal of previous signage elements.

Where visible penetrations are evident, ACM panels must be replaced and be matched with the same product as existing.

Substrates to be cleaned to match the finish and condition of the existing.

All replacement ACM panels must be fire rated in accordance with Australian and local building codes and standards.

### Footings

Where freestanding signage is removed, all signage elements including footings, base plates, posts and sleeves must be removed and the area returned to its previous condition.

Any ground surface removed must be reinstated or paving and landscaping to be repaired to original condition.

If powered, a qualified electrician is required to terminate power to the site.

### Screws, Bolts, Pin Fixings

Where wall mounted/ projected signage is removed, all signage elements including the battens, framing, fixing plates and brackets must be removed and the area returned to its previous condition.

Fixings penetrating the substrate must be removed, and defects required to be repaired as specified according to the substrate, as outlined in this section.

### Glue, VHB Tape, Silicon

Adhesive fixings must be removed with no remaining residue visible.

Defects created by the removal of adhesives will require repair suited to the substrate, as outlined in this section.

