



**University  
of Victoria**

Facilities  
Management

# Interior Signage

## Design Standards

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## **SUPPORTING DOCUMENTS**

This document shall be read in conjunction with University of Victoria Signage Policy and Interior Wayfinding, Safety & Info Signage - Specifications and Details.

The Signage Policy can be downloaded through the University of Victoria Website at the following location:  
<http://www.uvic.ca/universitysecretary/policies/index.php>

Specifications and Details can be downloaded through the University of Victoria Website at the following location: <https://www.uvic.ca/facilities/service/projects/design.php>



## NAMING CONVENTIONS

Facilities Management will use its discretion to abbreviate or otherwise alter the official names of university entities on signage with the aim of facilitating ease of wayfinding. In most cases, this involves removing redundancies from the beginning official names such as “Department of”, “University of Victoria” and “Office of”. The intent is to permit visitors to easily read a list of building occupants in alphabetical order. The use of ampersands will not be permitted.

All office signs shall show occupants’ title(s) and name(s) on separate plates. Occupant names shall be formatted with first initial and last name.

All rooms shall be Numbered with uppercase prefixes and lowercase suffixes where used (i.e. A202b)

In cases where titles must be separated into multiple lines, it is best practice to separate the titles into one phrase on each line.

The follow are examples of official names as compared to names used for signage.

### GENERAL OFFICES

<b>Official Name</b>	<b>Sign</b>
Department of Writing	Writing General Office
Faculty of Science	Science General Office
School of Child and Youth Care	Child and Youth Care General Office

### OFFICES

<b>Official Name</b>	<b>Sign</b>
Office of the Registrar	Registrar
Office of Indigenous Affairs	Indigenous Affairs
Benefits	Benefits
Equity & Human Rights Office	Equity and Human Rights

### SERVICES

<b>Official Name</b>	<b>Sign</b>
Department of Accounting Services	Accounting Services
Department of Printing & Duplicating Services	Printing and Duplicating Services
Department of UVic Communications Services	Communications Services

### OFFICIAL NAMES THAT BEGIN WITH “UNIVERSITY OF VICTORIA” OR “UVic”

<b>Official Name</b>	<b>Sign</b>
University of Victoria Art Collections	Art Collections
University of Victoria Archives	Archives
Office of the University Secretary	University Secretary
University Systems	University Systems

**NAMING CONVENTIONS, CONT.**

## ROOM OCCUPANT NAMES

**Name**

Kerry Smythe

**Sign**

K. Smythe

## ROOM OCCUPANT TITLES

**Title**

Coordinator, Project Planning

**Sign**

Coordinator, Project Planning

## ROOM NUMBERS

**Number**

101a

**Sign**

101a

The following is an example of improper vs. proper title separation where the title must appear on multiple lines - See example on sign W2.

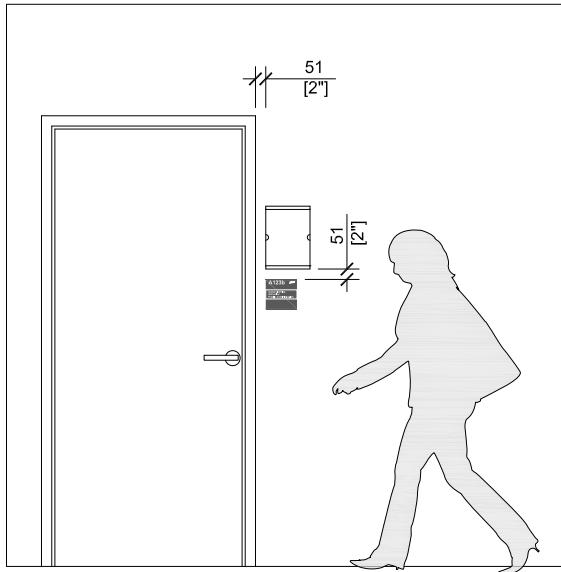
**Improper Title Separation**Social Sciences Interdisciplinary  
Studies**Proper Title Separation**Social Sciences  
Interdisciplinary Studies

## GENERAL INSTALLATION GUIDELINES

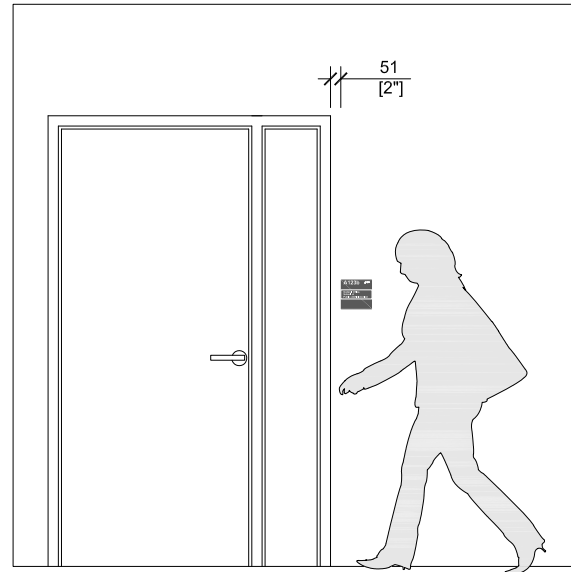
### Signs on Glazing:

Signs taped onto glazing will always have an identically sized sign mounted on the reverse side of the glass when no additional sign is specified in that location.

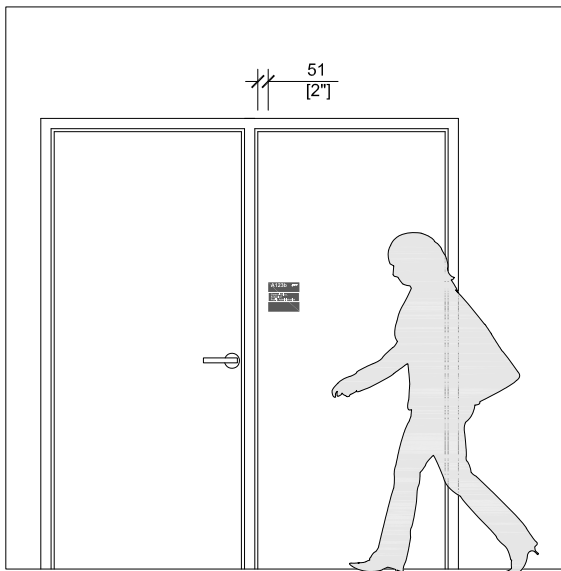
Signs shall not be mounted on sidelights measuring less than 305mm [12"]. Signs will be placed beside the sidelights in these instances.



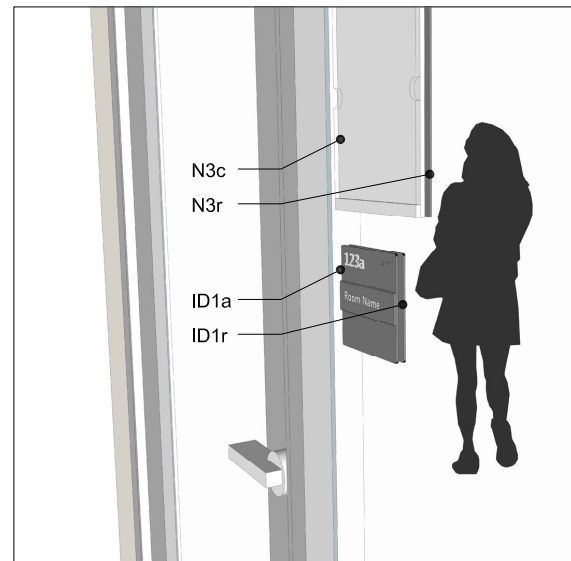
*Typical installation beside door - Note that signs must be a min. of 51mm apart and 51mm from the door frame.*



*An installation beside sidelight measuring less than 305mm wide*



*Installation on sidelight measuring greater than 305mm wide. This sign is taped on the glass. If there is no identical sign on the reverse side of clear glazing, a sign with just the UVic crest will be installed. Confirm installation with UVic in locations where window film is to be used.*



*View showing ID1 and N3c signs installed on clear glazing with corresponding backing plates*

## Accessible Furniture Tags [A1, A2]

### Intent:

Located on classroom furniture that is reserved for accessible use. A1 Signs are mounted on tables / desks and A2 signs are hung as tags on chairs. A1a signs are typically mounted beneath A1 signs and are designed to be easily replaced when furniture is relocated.

### Size:

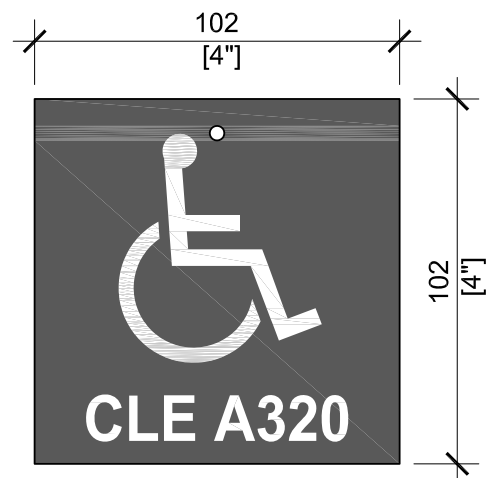
A1, A2	102mm x 102mm [4" x 4"]
A1a	102mm x 26mm [4" x 1"]

### General Sign Construction:

A1 and A1a signs consist of one engraved Lamicaid panel (3) with 30 degree beveled edges, all four sides and corners, adhered to table surface with double sided adhesive (20). A2 signs consist of two identical engraved lamicaid panels (3) with 30 degree beveled edges, all four sides and corners, adhered together and attached to chairs with chain. Refer to section details, materials list and specifications for complete construction and material information.



**Accessible Desk Tag [A1] shown with  
Accessible Desk Room Number Tag  
[A1a]**



**Accessible Chair Tag [A2]**



**Typical Installation of Accessible Desk Tag with  
Accessible Desk Room Number Tag [A1, A1a]**

## Automatic Door Signs [A3]

### Intent:

Located on doors with automatic controls.

### Size:

A3: 213mm x 152mm [8 3/8" x 6"]

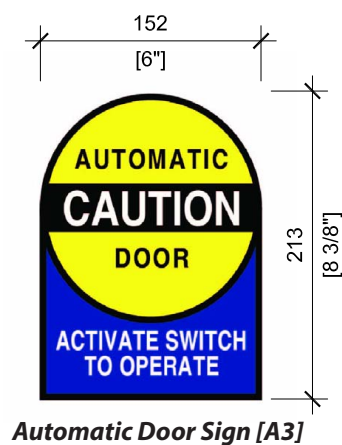
### General Sign Construction:

Adhesive vinyl decals applied directly to door surface. Digital files of the logos to be supplied by UVic. Refer to section details, materials list and specifications for complete construction and material information.

### Note:

Signs on washroom doors are located in order to accommodate WID signs above. Most new automatic doors are supplied with Automatic Door Signs installed by manufacturer. In these cases, it is acceptable to use the supplied decal as long as the decal is mounted at the height specified by UVic.

When mounting signs on glass doors, mount two signs back-to-back on the inside face of the door with the sign facing exterior to be reverse printed on adhesive vinyl.



Installation of Automatic Door Sign [A3] on Washroom Door

### Building Directory [D1]

#### Intent:

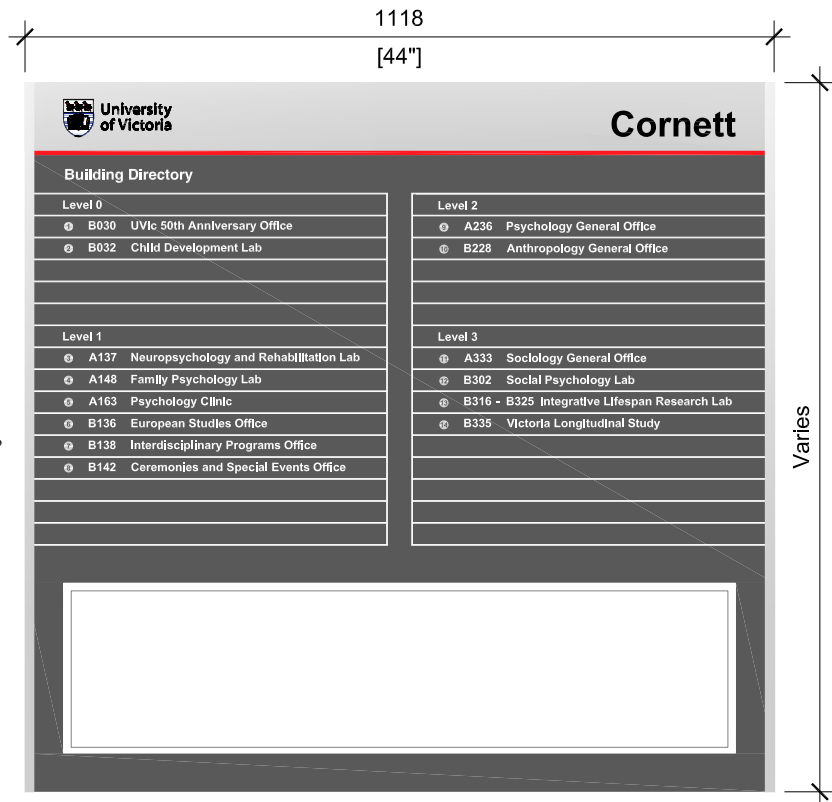
Building Directories are to be installed in strategic locations within building lobbies and/or at all major entrances. The intent is to capture the attention of building users upon entry and help direct them to their intended destination.

#### Size:

1118mm x Varies [44" x Varies]

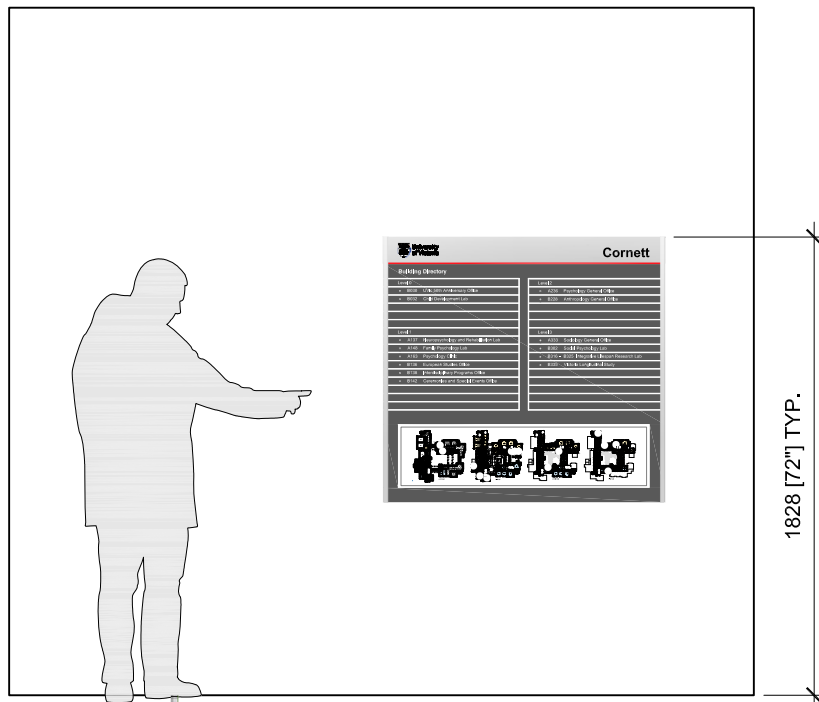
#### General Sign Construction:

Constructed of G1S plywood backer with a layer of Lamicoid adhered to the surface. Two layers of laminate are applied on top of this at the header, with vinyl logos and letters as shown. On the body of the sign add Lamicoid strips complete with reveals and engraved text and arrows. Behind map insert, substitute white styrene (refer to details) for Lamicoid. Printed plans are to be supplied by UVic and will be displayed behind a matte acrylic cover with a white vinyl border applied to the back. Insert plan by temporarily removing angle and Lamicoid panel on one side of sign. Adhere acrylic cover to styrene with double sided tape on three sides, with the fourth side left open for map insertion. Apply aluminum angles to the sides of the sign. Refer to section details, materials list and specifications for complete construction and material information.

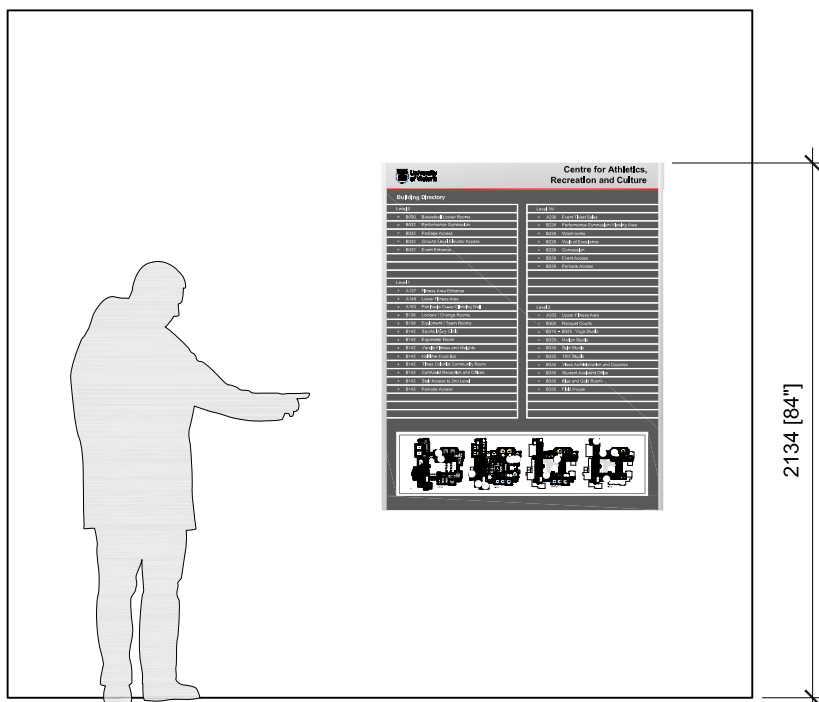


**Main Directory [D1]**

## Building Directory [D1], continued



Typical Installation of Building Directory [D1] measuring less than 1219mm [4']



Installation of Building Directory [D1] measuring more than 1219mm [4']. Height to be increased in 152mm [6"] increments to ensure that bottom of sign is not less than 559mm [24"] above the floor. Height to be confirmed by Uvic.

## Mini Building Directory [D2]

### Intent:

Building Directories are to be installed in strategic locations within building lobbies and/or at all major entrances. The intent is to capture the attention of building users upon entry and help direct them to their intended destination.

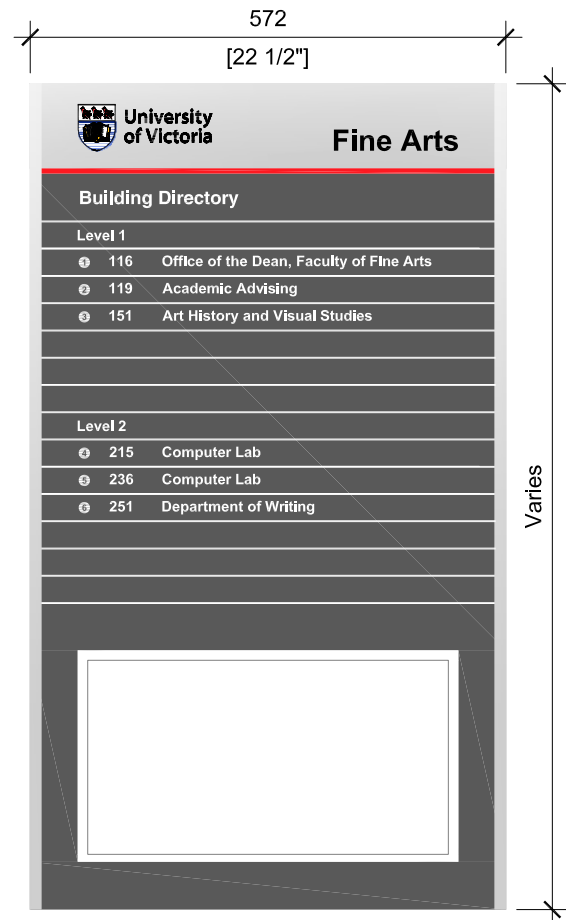
Mini Directories are used in smaller buildings or in locations with limited width.

### Size:

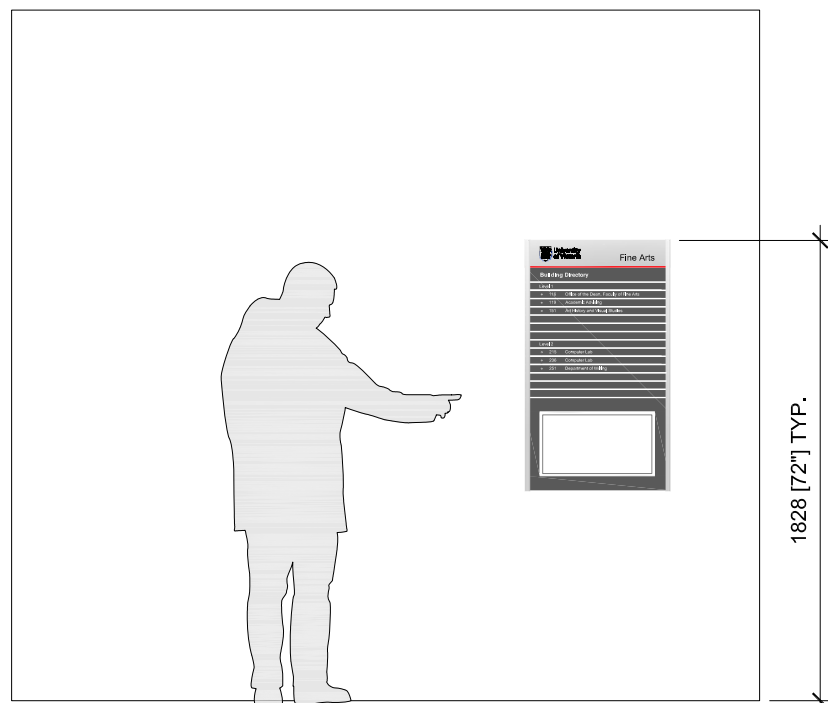
572mm x Varies [22 1/2" x Varies]

### General Sign Construction:

Constructed of G1S plywood backer with a layer of Lamicaid adhered to the surface. Two layers of laminate are applied on top of this at the header, with vinyl logos and letters as shown. On the body of the sign add Lamicaid strips complete with reveals and engraved text and arrows. Behind map insert, substitute white styrene (refer to details) for Lamicaid. Printed plans are to be supplied by UVic and will be displayed behind a matte acrylic cover with a white vinyl border applied to the back. Insert plan by temporarily removing angle and Lamicaid panel on one side of sign. Adhere acrylic cover to styrene with double sided tape on three sides, with the fourth side left open for map insertion. Apply aluminum angles to the sides of the sign. Refer to section details, materials list and specifications for complete construction and material information.



Mini Building Directory [D2]



Typical Installation of Mini Building Directory [D2]



## Subdirectory [SD1,SD2,SD3]

### Intent:

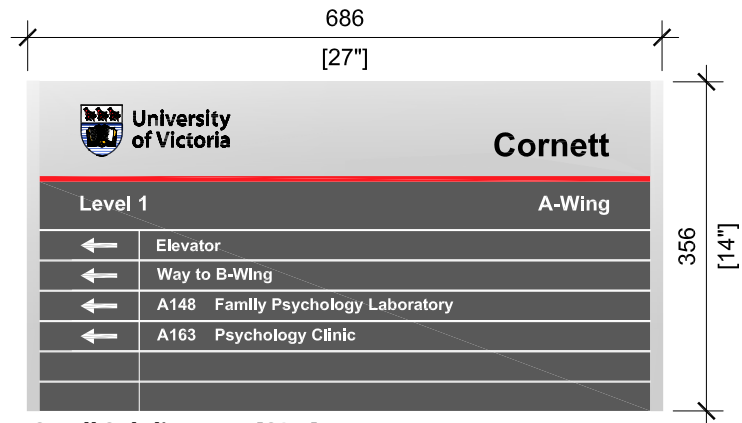
Subdirectories to be installed in strategic locations near stairwells, elevators, and/or secondary entrances. The intent is to direct building occupants to their destination.

### Size:

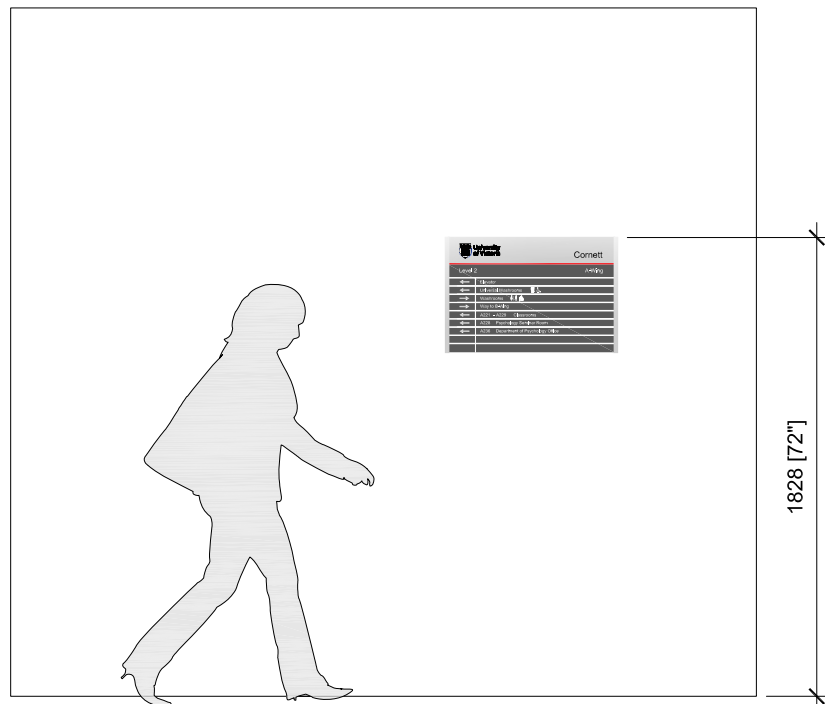
SD1	686mm x 356mm [27" x 14"]
SD2	686mm x 457mm [27" x 18"]
SD3	686mm x 552mm [27" x 21 3/4"]

### General Sign Construction:

Sign constructed of 3/4" plywood backer with one continuous layer of Lamicoïd adhered to the surface. On the header of the sign apply two layers of laminate with vinyl logos, vinyl graphics on top of the laminate. Add Lamicoïd strips to body of the sign as shown in elevation complete with reveals and engraved text and arrows. Apply aluminum angles to the sides of the sign. Refer to section details, materials list and specifications for complete construction and material information.

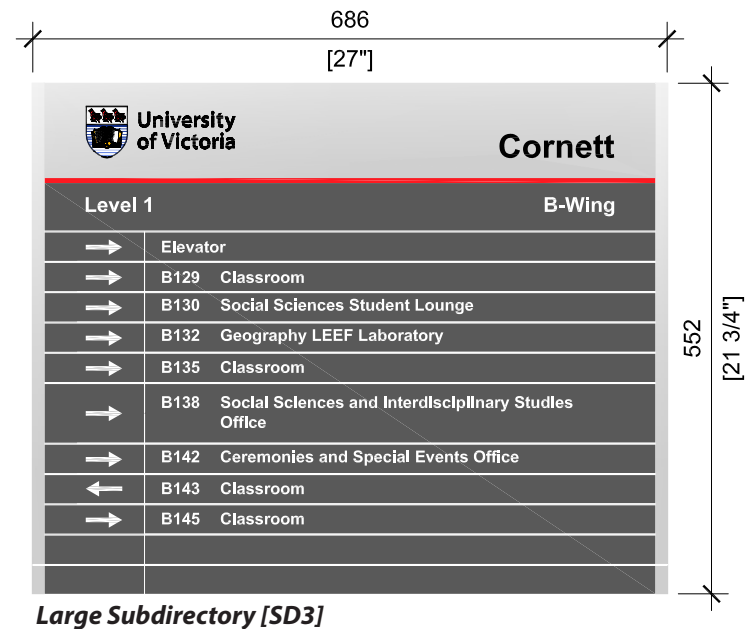
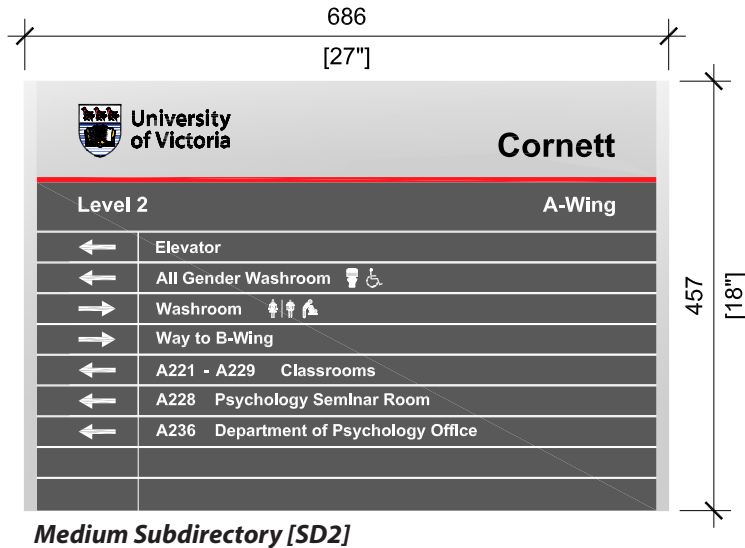


**Small Subdirectory [SD1]**



**Installation of Sub-Directory [SD1,SD2,SD3]**

Sub-Directory [SD2,SD3], continued



## Department Identification Signs [DEP1a, DEP1b, DEP1c, DEP2a, DEP2b, DEP2c]

### Intent:

Department Identification Signs to be installed at main entrance to departmental main offices and building facilities. The intent is to provide a formal and consistent appearance to departmental identification.

### Size:

DEP1a 406mm x 267mm [16" x 10-1/2"]

DEP1b 406mm x 267mm [16" x 10-1/2"]

DEP1c 406mm x Varies [16" x Varies]

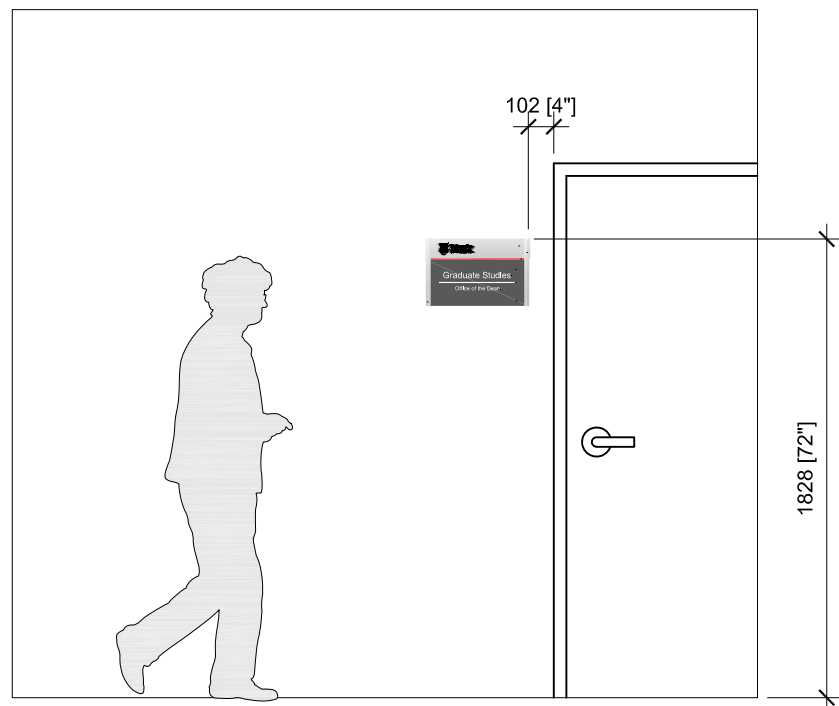
DEP2a 610mm x 356mm [24" x 14"]

DEP2b 610mm x 356mm [24" x 14"]

DEP2c 610mm x Varies [24" x Varies]

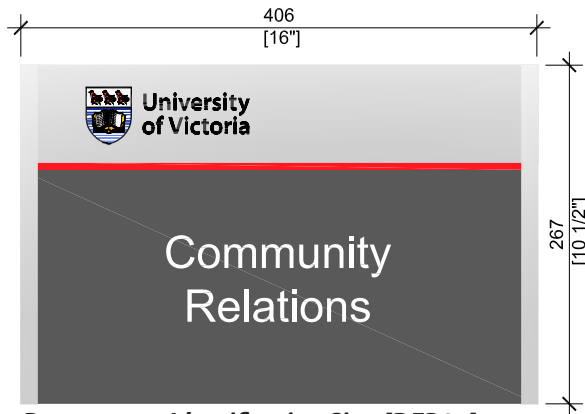
### Materials:

Sign constructed of a 3/4" G1S plywood backer with one continuous layer of Lamicaid adhered to the surface. On the sign header apply two layers of laminate with vinyl logo and graphics as shown. On the body of the sign is a second layer of Lamicaid with engraved letters and graphics. Apply aluminum angles to the sides of the sign. Refer to section details, materials list and specifications for complete construction and material information.

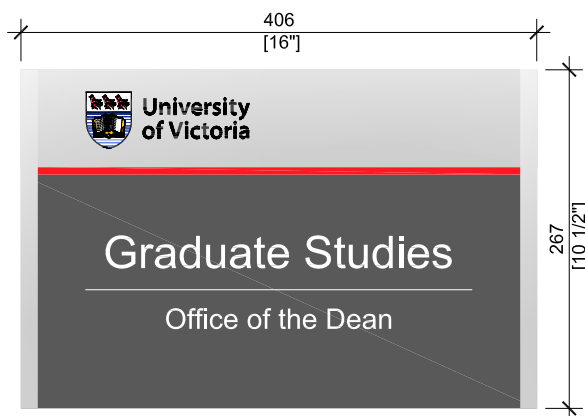


Installation of Department Identification Sign [DEP1b]

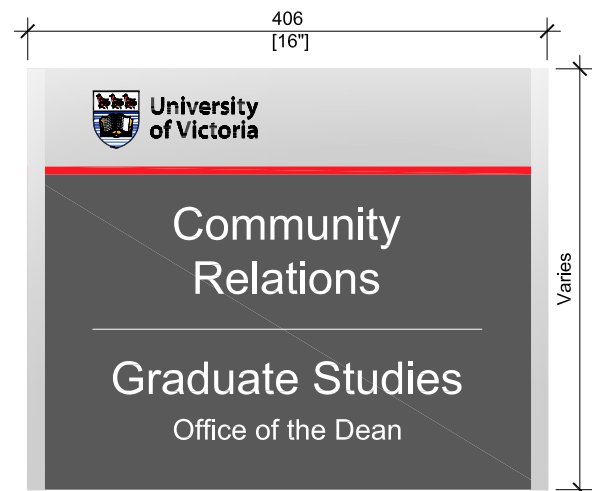
## Department Identification Signs [DEP1a, DEP1b, DEP1c, DEP2a], continued



**Department Identification Sign [DEP1a]**



**Department Identification Sign [DEP1b]**

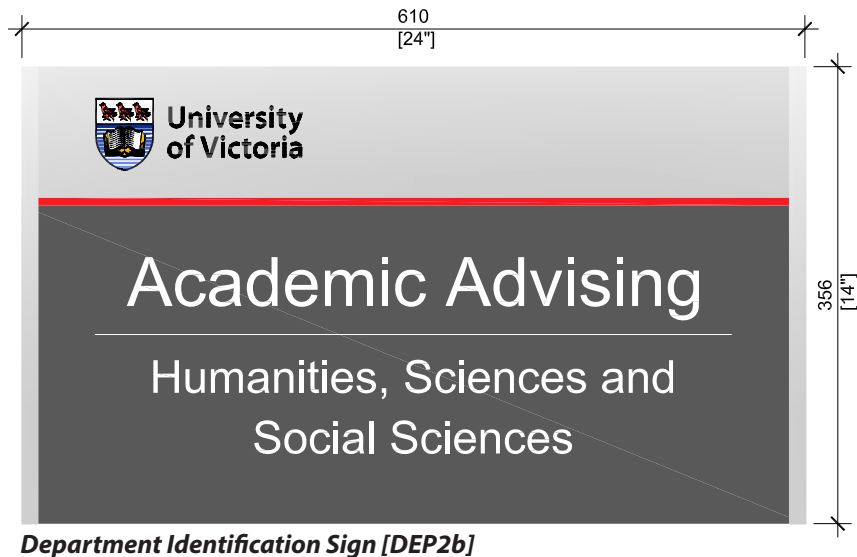


**Department Identification Sign [DEP1c]**



**Department Identification Sign [DEP2a]**

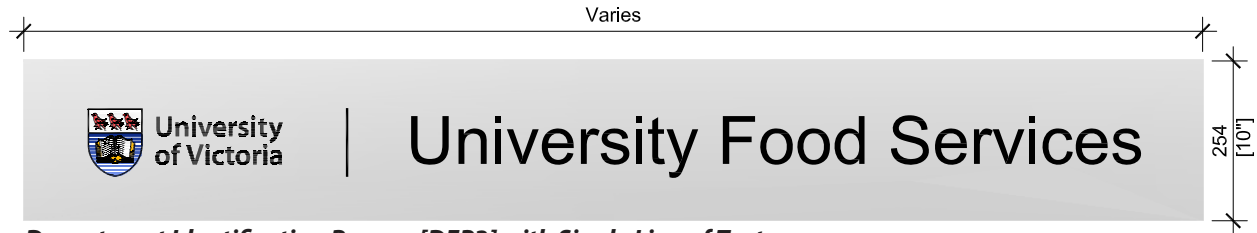
## Department Identification Signs [DEP2b, DEP2c], continued



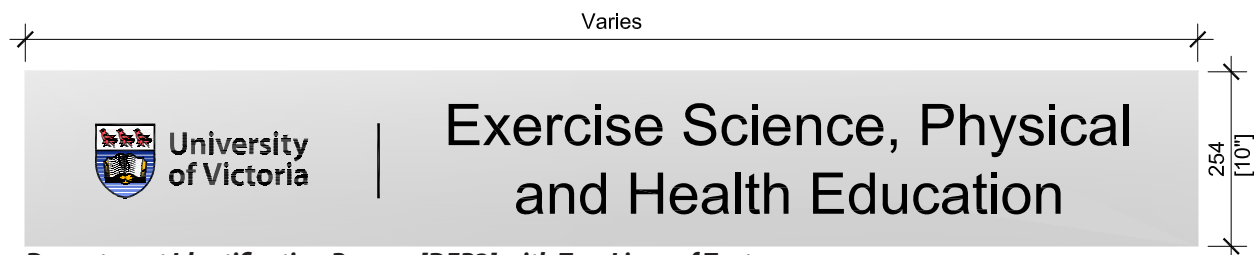
## Department Identification Banner [DEP3]

### Intent:

Department Identification Banner is to be installed behind reception counters or on bulkheads at reception areas. The intent is to provide a formal and consistent appearance to departmental identification.



*Department Identification Banner [DEP3] with Single Line of Text*



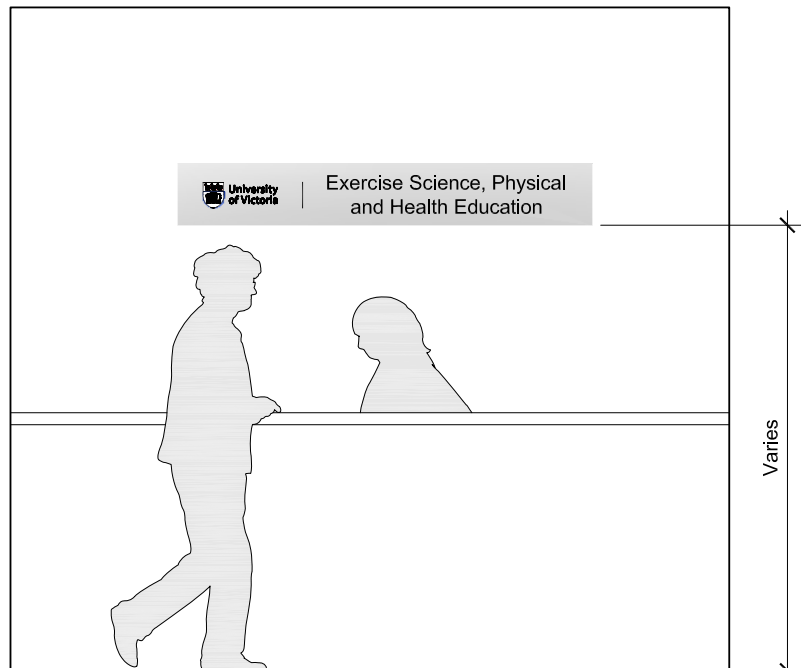
*Department Identification Banner [DEP3] with Two Lines of Text*

### Size:

DEP3 254mm x Varies [10" x Varies]

### Materials:

Sign constructed of a 3/4" G1S plywood backer with one continuous layer of plastic laminate adhered to the surface, top, bottom and sides. Vinyl decals are applied to the laminate. Refer to section details, materials list and specifications for complete construction and material information.

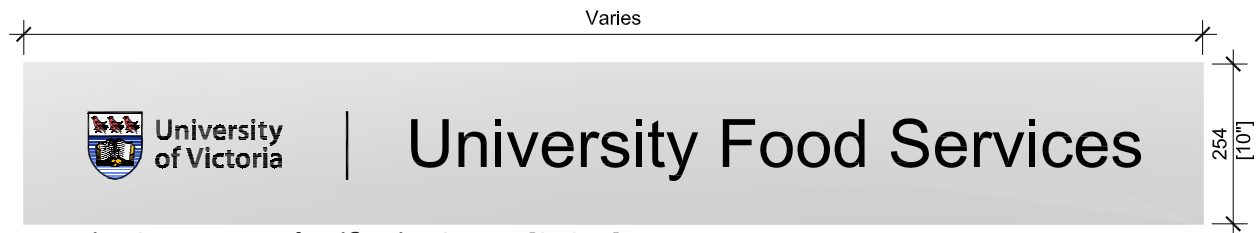


*Installation of Department Identification Banner [DEP3]*

## Hanging Department Identification Banner [DEP3a]

### Intent:

Department Identification Banner is to be installed behind reception counters or on bulkheads at reception areas. The intent is to provide a formal and consistent appearance to departmental identification.



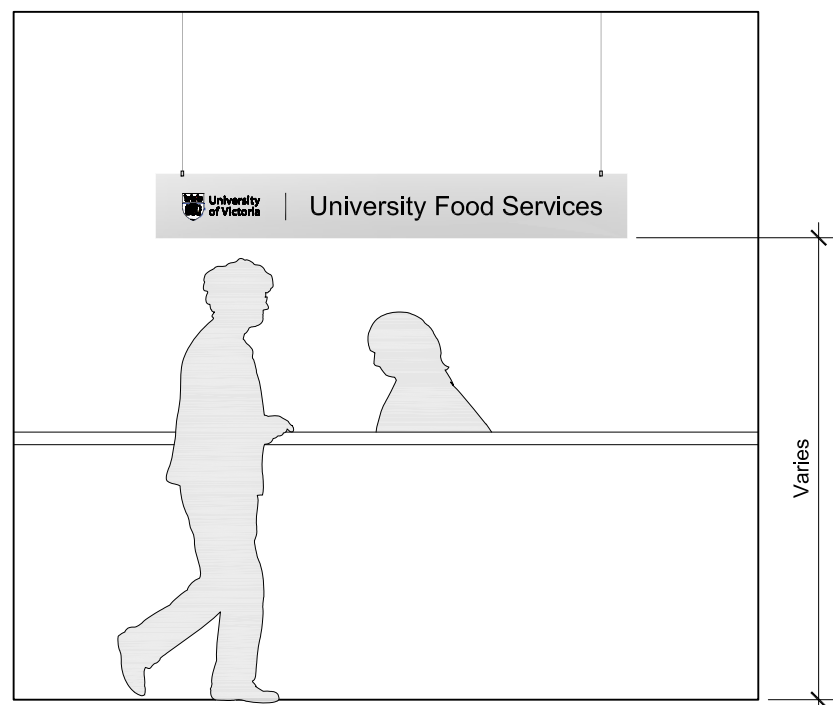
*Hanging Department Identification Banner [DEP3a]*

### Size:

DEP3 254mm x Varies [10" x Varies]

### Materials:

Sign constructed of a vinyl logo and graphics on a 3/16" on laminate on an aluminum composite material. Department identification is either on one or both sides as specified. Vinyl decals are applied to the laminate. Refer to section details, materials list and specifications for complete construction and material information.



*Installation of Hanging Department Identification Banner [DEP3a]*

## Hanging Department Service Sign [DEP4]

### Intent:

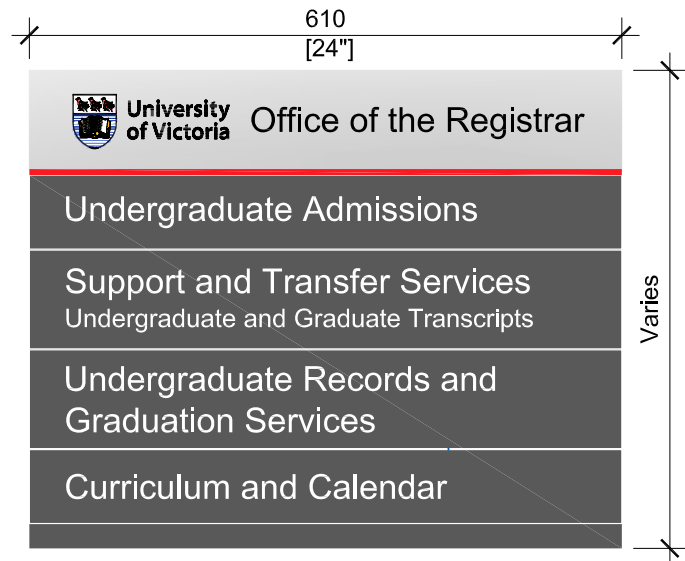
Department Identification Banner is to be installed above service counters or on bulkheads at reception areas. The intent is to describe the range of services available at the service counter.

### Size:

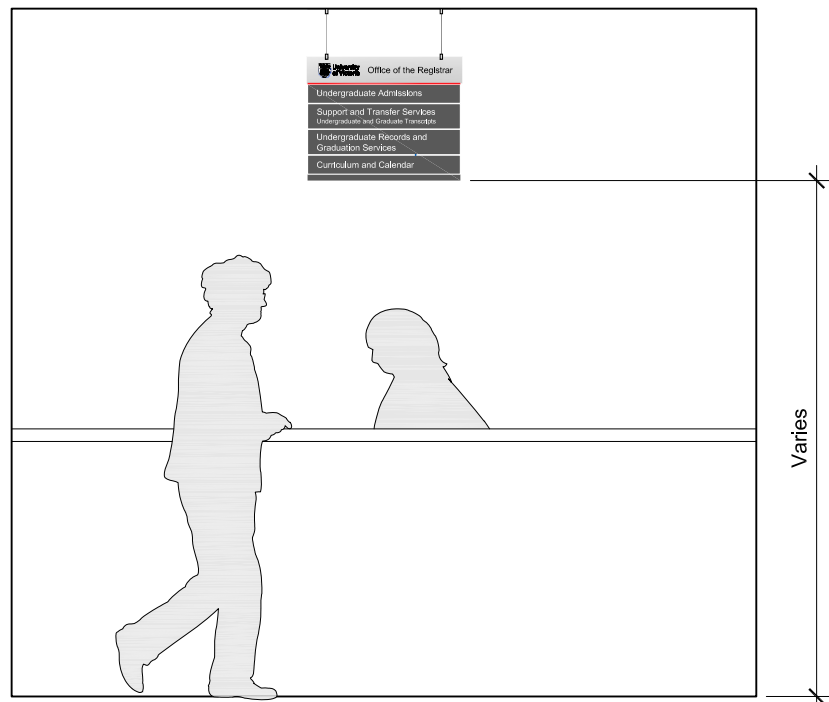
DEP4 610mm x Varies [24" x Varies]

### Materials:

A plexiglass backer sandwiched between a continuous layer of Lamicoid, both sides, with engraved Lamicoid panels on top. One continuous layer of plastic laminate adhered to the surface. Vinyl decals are applied to the laminate. Suspended from ceiling with hanging hardware. Refer to section details, materials list and specifications for complete construction and material information.



*Hanging Department Service Sign [DEP4]*



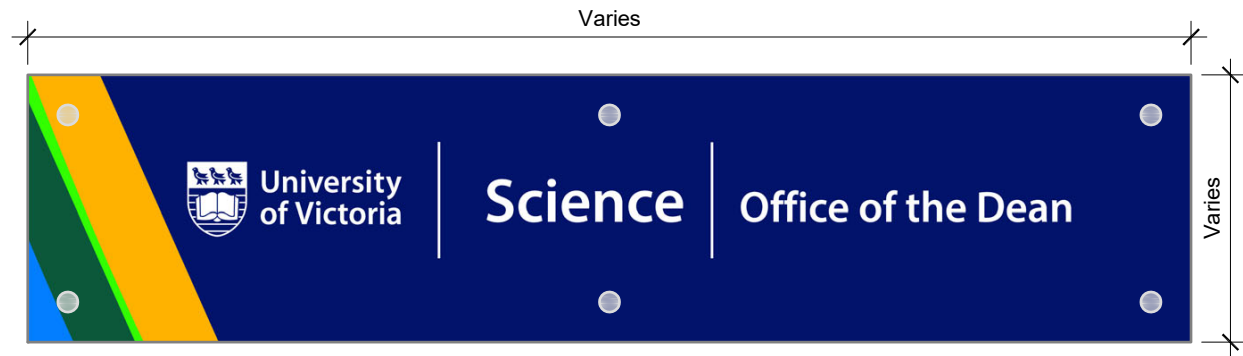
*Installation of Hanging Department Service Sign [DEP4]*



## Department Identification Sign with Edge Graphic [DEP5]

### Intent:

Department Identification Banner with Edge Graphic is to be installed behind reception counters or on bulkheads at reception areas or on corridor walls outside reception areas. The intent is to provide a formal and consistent appearance to departmental identification.



**Example of Department Identification Banner with Edge Graphic [DEP5]**



**Example of Department Identification Banner with Edge Graphic [DEP5]**

### Size:

Varies

### Installation:

As directed by UVic.

### General Sign Construction:

Consists of a sheet of non-glare acrylic/plexi with a vinyl decal reverse printed, and applied to the back of the plexi. A second layer of white vinyl is applied after the graphic, so the sign is opaque. Mount with Mustang Standoffs. Number of standoffs and placement to be supplied by UVic. Refer to section details, materials list and specifications for complete construction and material information.

## Evacuation Plan Sign [E1, E2]

### Intent:

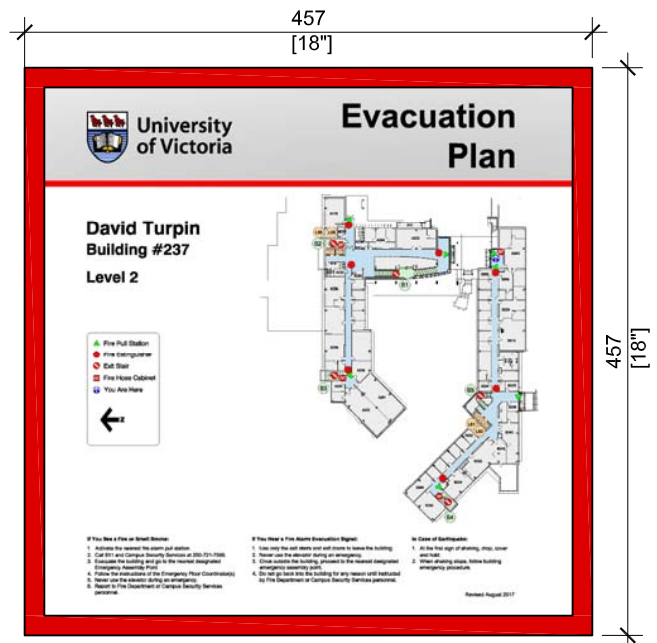
Located at key areas to outline emergency procedures in the event of an evacuation, as well as locating pull stations, fire extinguishers, areas of refuge, exit stairs and standpipes.

### Size:

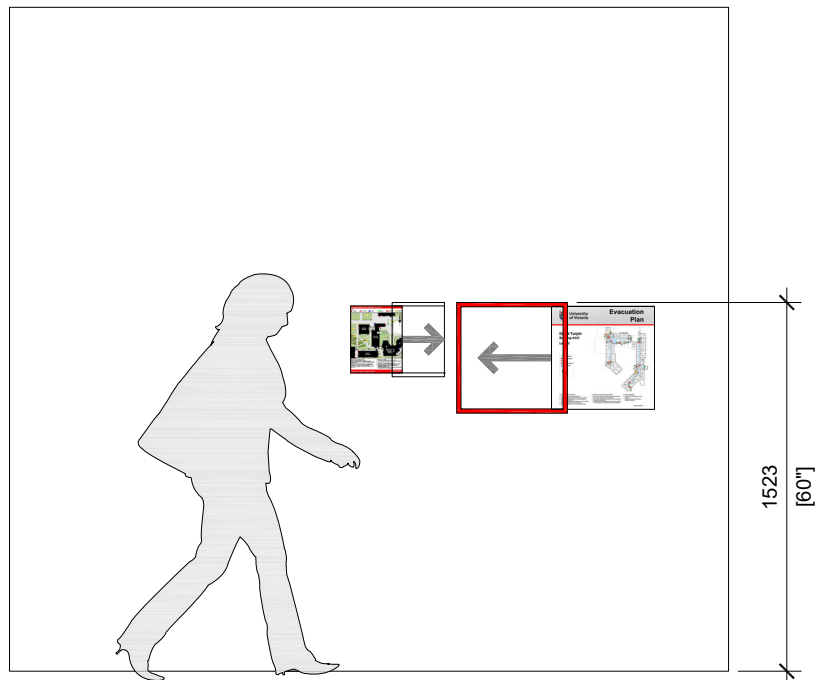
457mm x 457mm [18" x 18"]

### General Sign Construction:

E1 Consists of a sheet of non-glare acrylic/plexi with a 16mm red vinyl strip applied to the back. The plexi frame is taped on three sides to a foam board backer. A paper plan will be supplied by UVic, and is typically (depending on clearance) to be inserted at the left or right side edge of the sign where the tape is absent. E2 Consists of a 2mm sheet of non-glare acrylic/plexi with a vinyl decal reverse printed, and applied to the back of the plexi. A second layer of white vinyl is applied after the graphic, so the sign is opaque. Refer to details, materials list and specifications for complete construction and material information.



Evacuation Plan Sign [E1 / E2]



Installation of Evacuation Plan [E1 / E2]. E1 shown beside N6d with insert being inserted into right side.

## Residence Room Evacuation Plan Sign [E3]

### Intent:

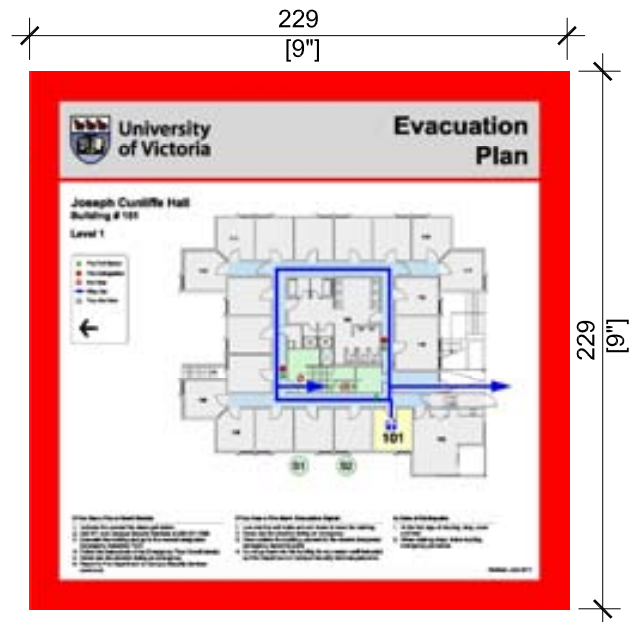
Located inside residence rooms to outline emergency procedures in the event of an evacuation, as well as locating pull stations, fire extinguishers, areas of refuge, exit stairs and standpipes. Note that E3 signs are located in rooms only and E2 Evacuation Plan Signs are also placed in residence common areas.

### Size:

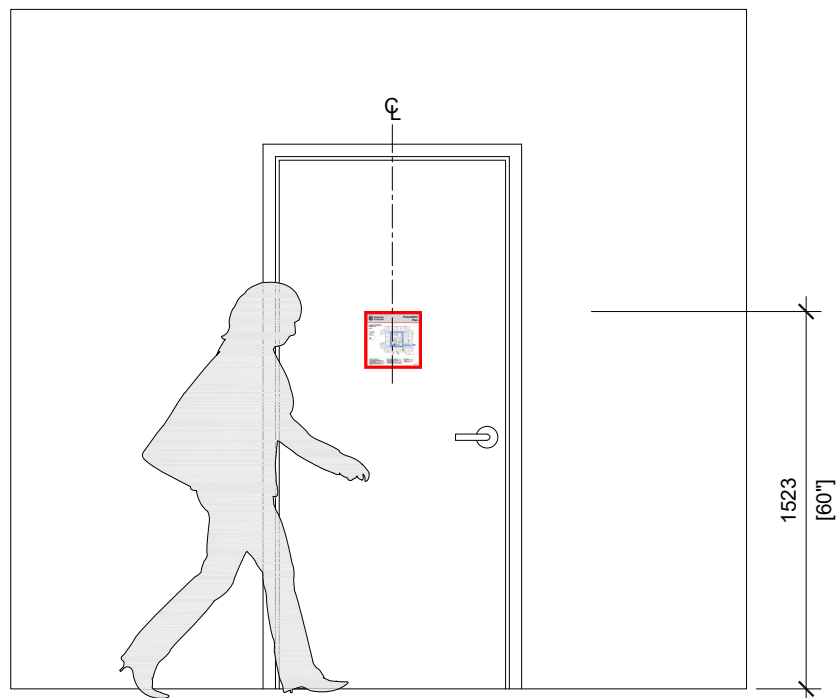
As directed by UVic.

### General Sign Construction:

E3 Consists of a 2mm sheet of non-glare acrylic/plexi with a vinyl decal reverse printed, and applied to the back of the plexi. A second layer of white vinyl is applied after the graphic, so the sign is opaque. Refer to details, materials list and specifications for complete construction and material information.

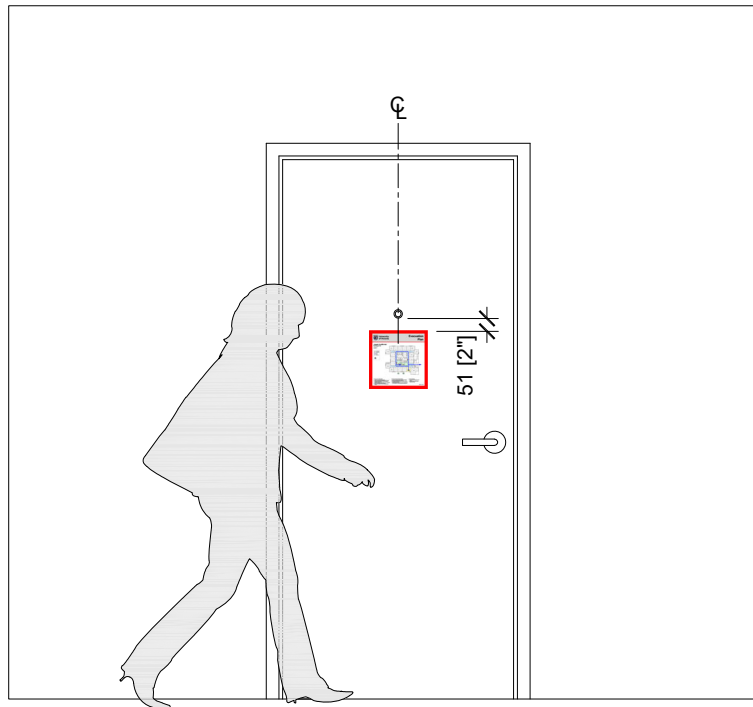


**9x9" Residence Room Evacuation Plan Sign [E3]**

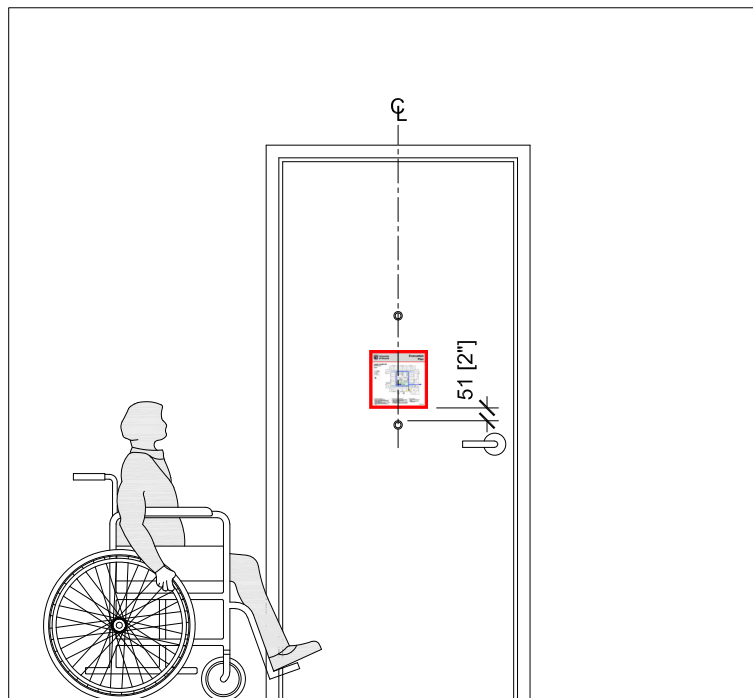


**Typical Installation of Residence Room Evacuation Plan [E3]**

## Residence Room Evacuation Plan Sign [E3], Cont.

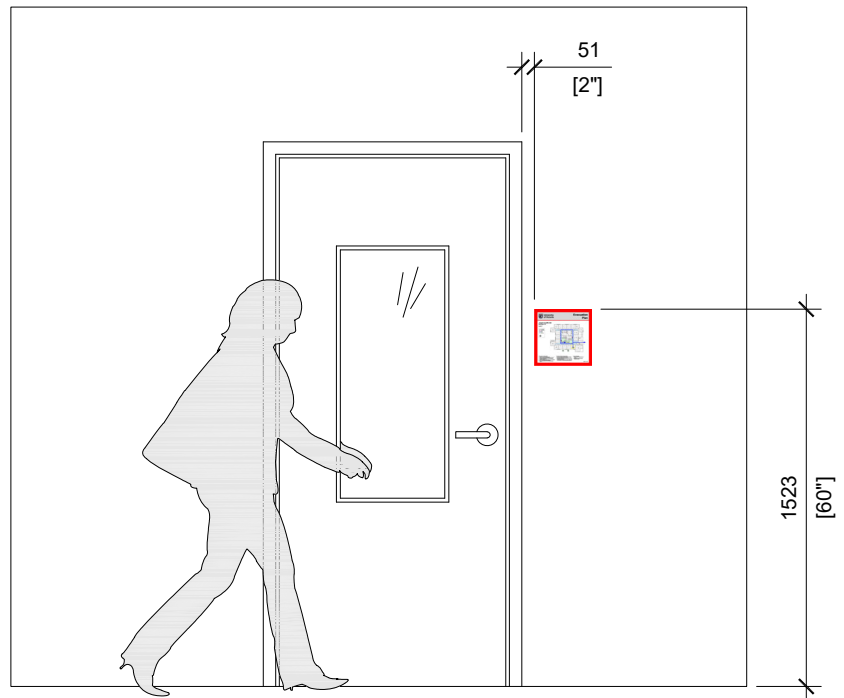


*Typical Installation of Residence Room Evacuation Plan [E3] on a Door where Hardware Affects Installation Position*

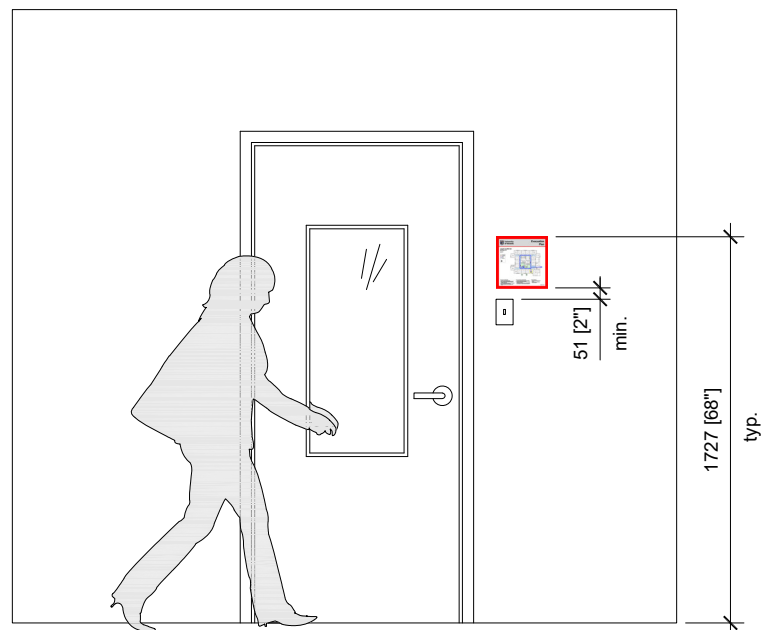


*Typical Installation of Residence Room Evacuation Plan [E3] on a Door in an Accessible Room*

## Residence Room Evacuation Plan Sign [E3], Cont.



*Typical Installation of Residence Room Evacuation Plan [E3] on Door with Mirror*



*Typical Installation of Residence Room Evacuation Plan [E3] on Door with Mirror where Hardware Affects Installation Position*

## Building Number Signs [F1a, F1b]

### Intent:

This wall mounted sign identifies buildings by number. Large (F1a) signs are typically located facing fire routes. Small (F1b) signs are typically located at building entrances and annunciator panel locations. Locations to be determined by UVic.

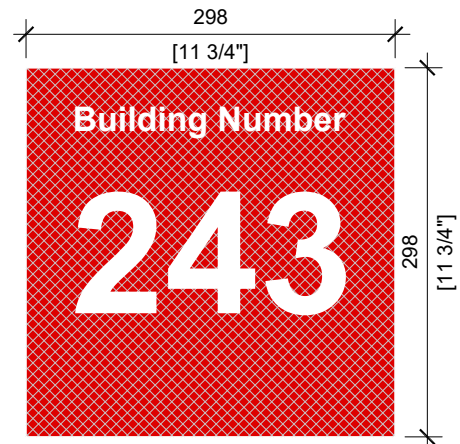
### Size:

F1a 152mm x 152mm [6" x 6"]

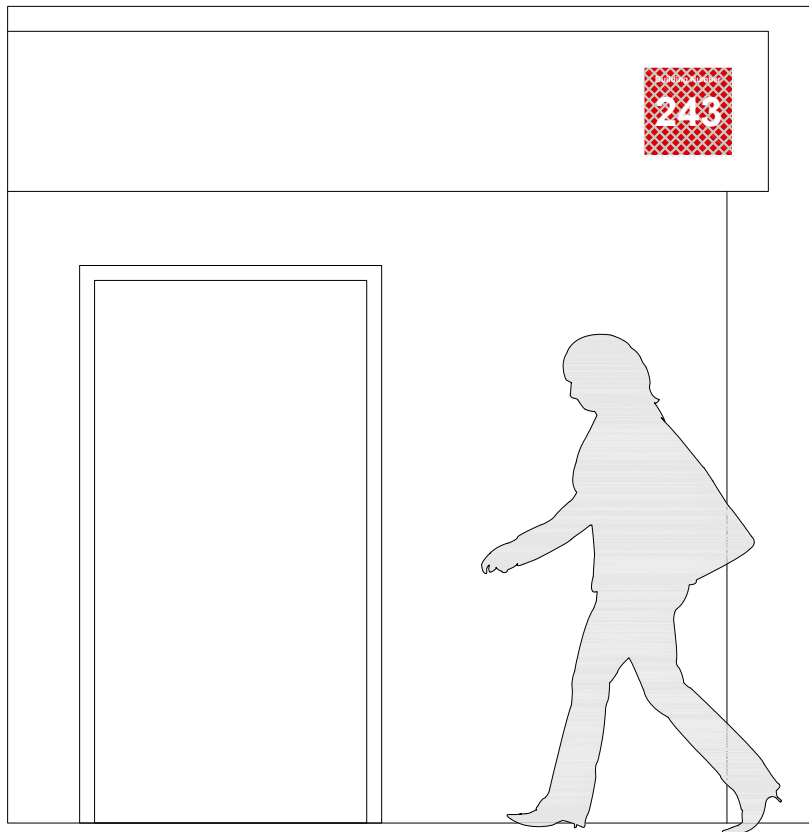
F1b 298mm x 298mm [11 3/4" x 11 3/4"]

### General Sign Construction:

One aluminum composite panel (24) with printed clear vinyl (x) on durable reflective sheeting with UV coating, adhered to wall surface with hi-tack tape (14) or screws. Refer to section details, materials list and specifications for complete construction and material information.

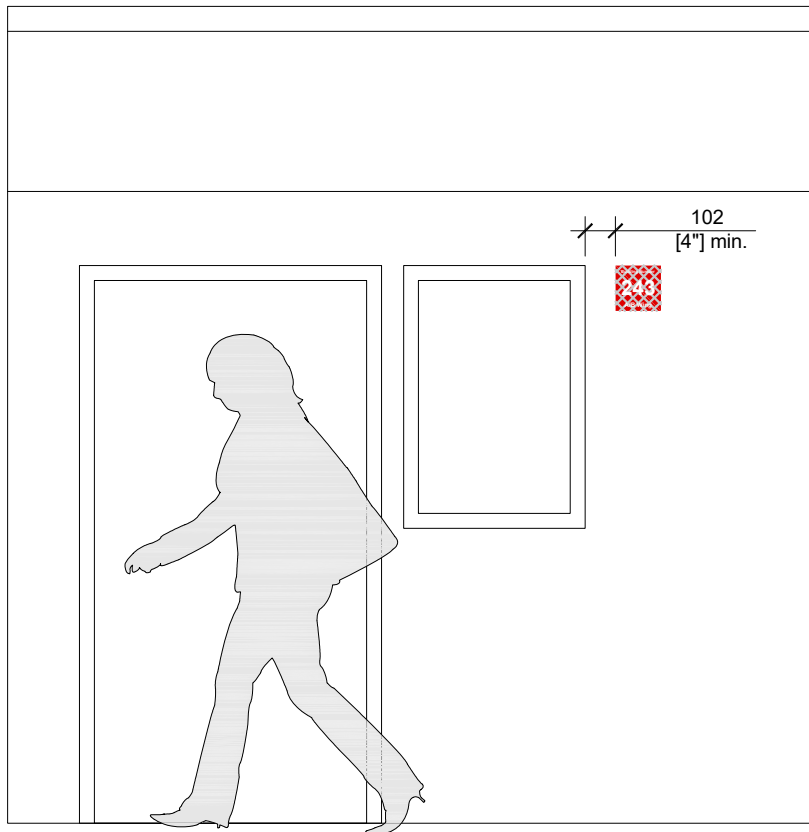
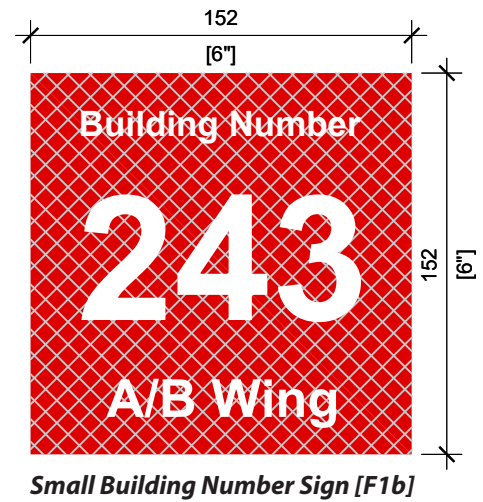


**Large Building Number Sign [F1a]**



**Typical Installation of Large Building Number Sign [F1a]**

## Building Number Signs [F1b], Cont.



*Typical Installation of Small Building Number Sign [F1b]*

## Fire Alarm / Fire Door Signs [F2]

### Intent:

These door mounted sign identify rooms containing fire alarm controls or fire doors. F2a signs to be installed on rooms containing Fire Alarm Control Panels. F2b signs to be installed at discretion of Fire Department.

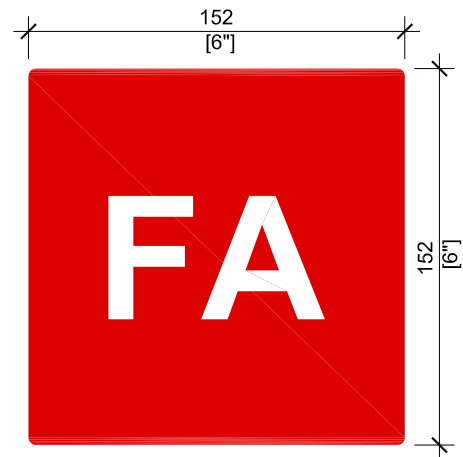
### Size:

F2a 152mm x 152mm [6" x 6"]

F2b 152mm x 178mm [6" x 7"]

### General Sign Construction:

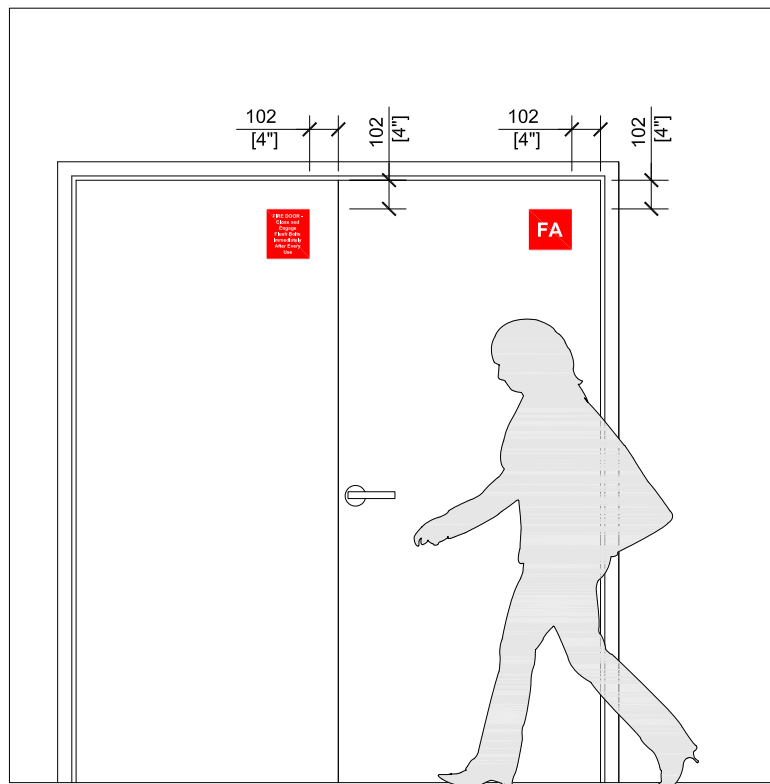
One engraved Lamicoid panel (3b) with 30 degree beveled edges, all four sides and corners, adhered to wall surface with double sided adhesive (20). Refer to section details, materials list and specifications for complete construction and material



**Fire Alarm Sign [F2a]**



**Fire Door Sign [F2b]**



*Installation of Fire Alarm Sign [F2a] shown with Fire Door Sign [F2b]*



## Fire Department Connection Signs [F3, F3a]

### Intent:

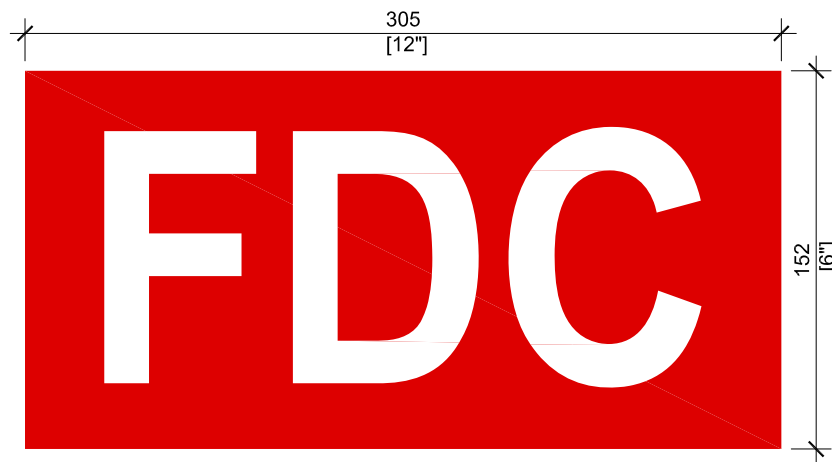
This wall mounted sign identifies Fire Department Connections. Normally to be located above building connection, below free-standing connection. F3a to be used on free-standing connections where a sign below the connection would not be adequately visible.

### Size:

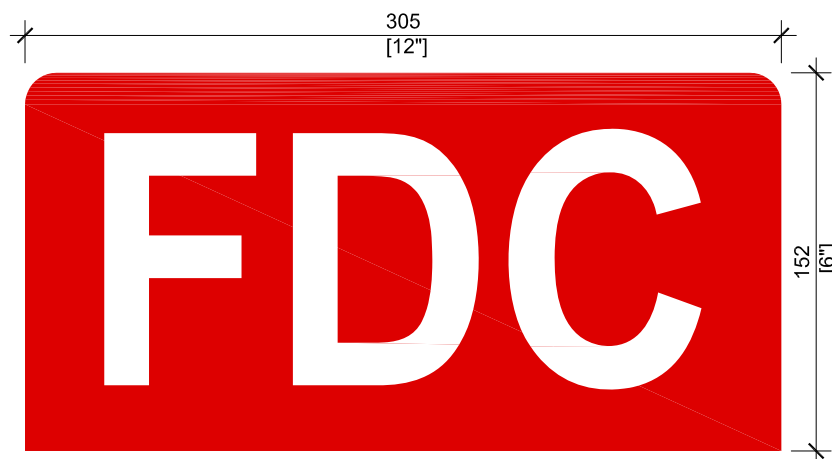
F3, F3a 305mm x 152mm [12" x 6"]

### General Sign Construction:

One engraved Lamicoid panel (3b) with 30 degree beveled edges, all four sides and corners, adhered to wall surface with double sided adhesive (20). F3a to be mounted on bent steel plate. Refer to section details, materials list and specifications for complete construction and material information.



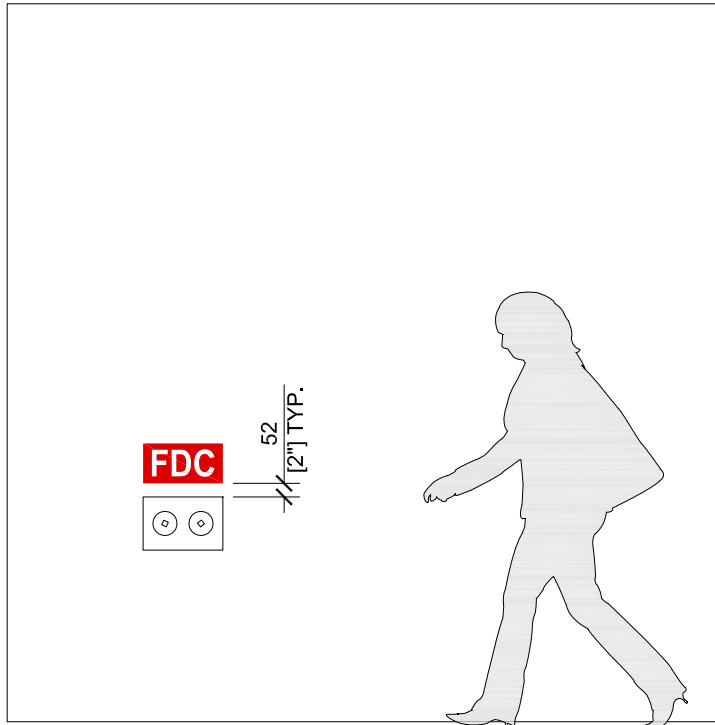
**Fire Department Connection Sign [F3]**



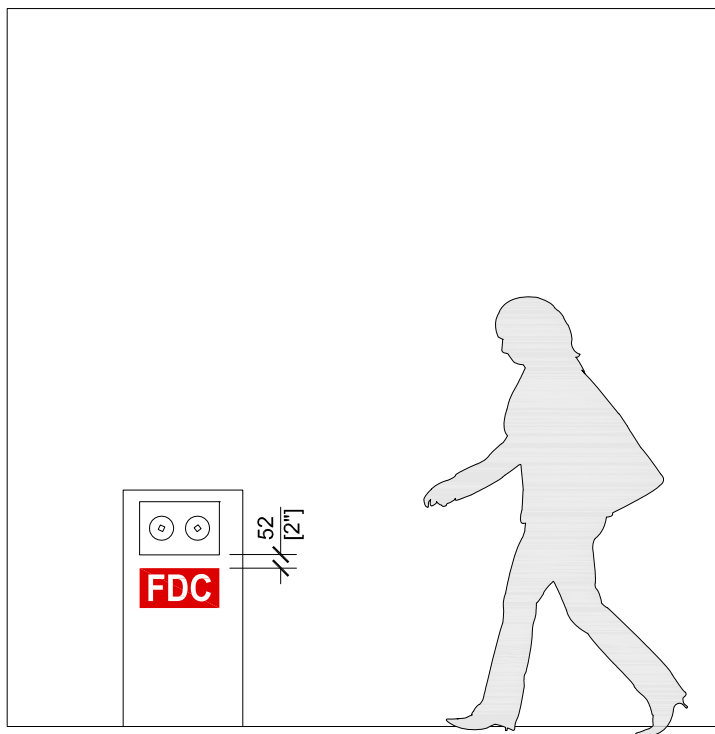
**Fire Department Connection Sign for mounting on metal plate [F3a]**

### Installation of Building Number Sign [F1]

## Fire Department Connection Signs, continued

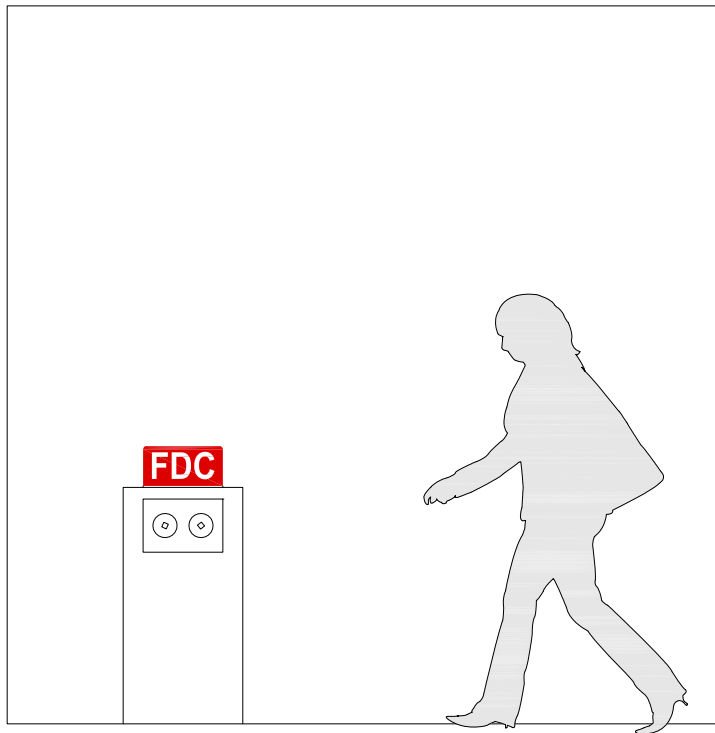


*Installation of Fire Department Connection Sign [F3] on building*



*Installation of Fire Department Connection Sign [F3] on face of free-standing connection*

## Fire Department Connection Signs, continued



*Installation of Fire Department Connection Sign [F3a] on top of free-standing connection*

## Emergency Gas Shut-Off Signs [F4]

### Intent:

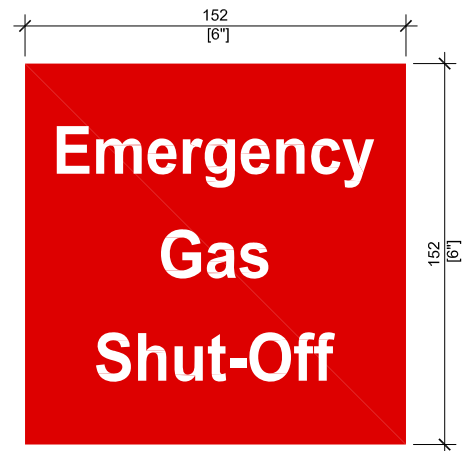
This wall mounted sign identifies rooms containing fire alarm controls.

### Size:

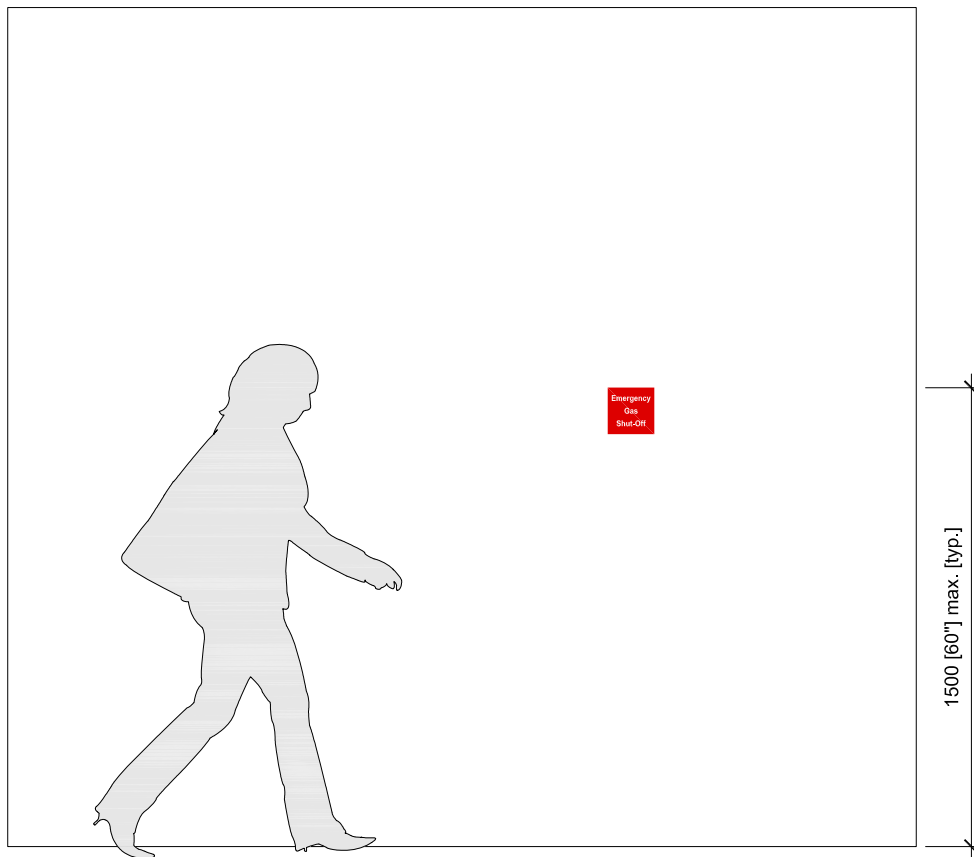
F4 152mm x 152mm [6" x 6"]

### General Sign Construction:

One engraved Lamicoid panel (3b) with 30 degree beveled edges, all four sides and corners, adhered to wall surface with double sided adhesive (20). Refer to section details, materials list and specifications for complete construction and material information.



**Emergency Gas Shut-Off Sign [F4]**



**Installation of Emergency Gas Shut-Off Sign [F4]**

## Emergency Information Signs [F5]

### Intent:

This wall-mounted sign communicates emergency contact information and location information that occupants are to convey when communicating with emergency services. F5 signs are generally located next to other emergency signs and/or AED and Naloxone kits. Locations to be determined by UVic.

### Size:

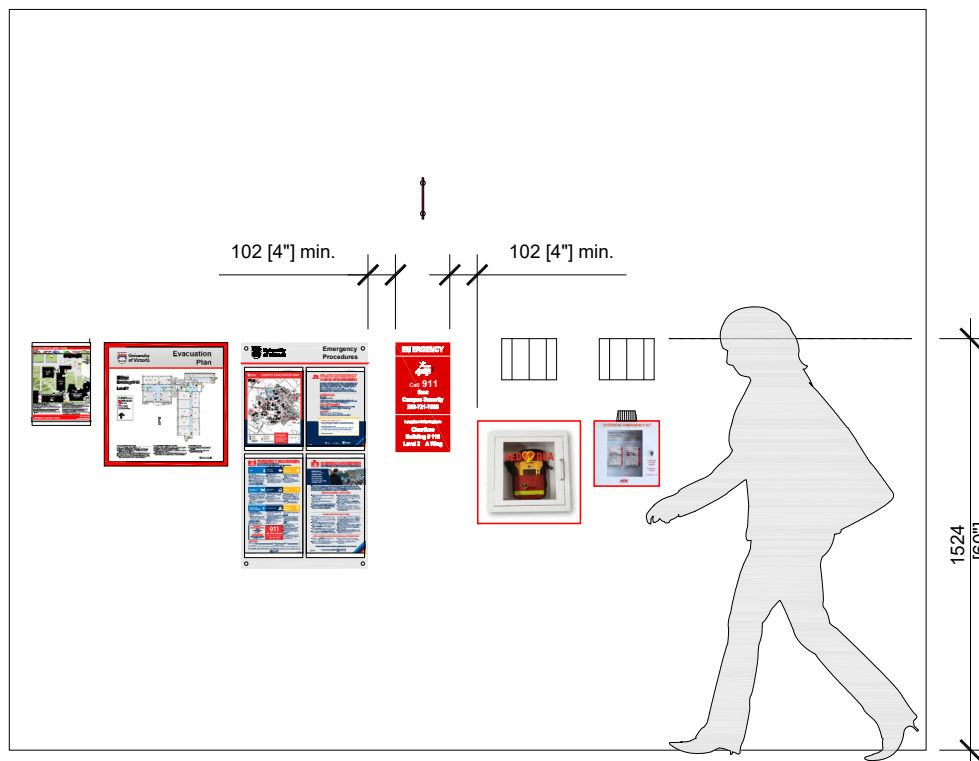
F5 203mm x 406mm [8" x 16"]

### General Sign Construction:

One engraved Lamicoid panel (3b) with 30 degree beveled edges, all four sides and corners, adhered to wall surface with double sided adhesive (20). F5 signs in residences are typically screwed to walls, depending on surface. Refer to section details, materials list and specifications for complete construction and material information.



*Emergency Information Sign [F5]*



*Typical Installation of Emergency Information Sign [F5] shown in relation to other life safety signs and AED & Naloxone kits with their respective projecting signs. Projecting Emergency Information Sign [PF5] shown above.*

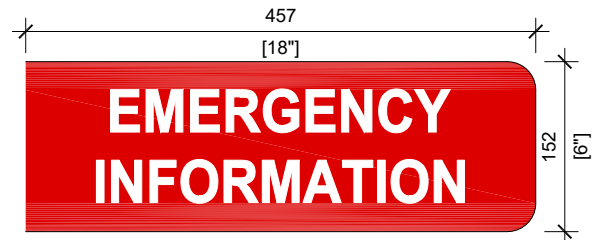
## Projecting Emergency Information Signs [PF5]

### Intent:

This projecting sign is located in buildings above Emergency Information Signs [F5]. Signs may be centred above F5 signs or at corners if those locations allow for more visibility. Locations to be determined by UVic.

### Size:

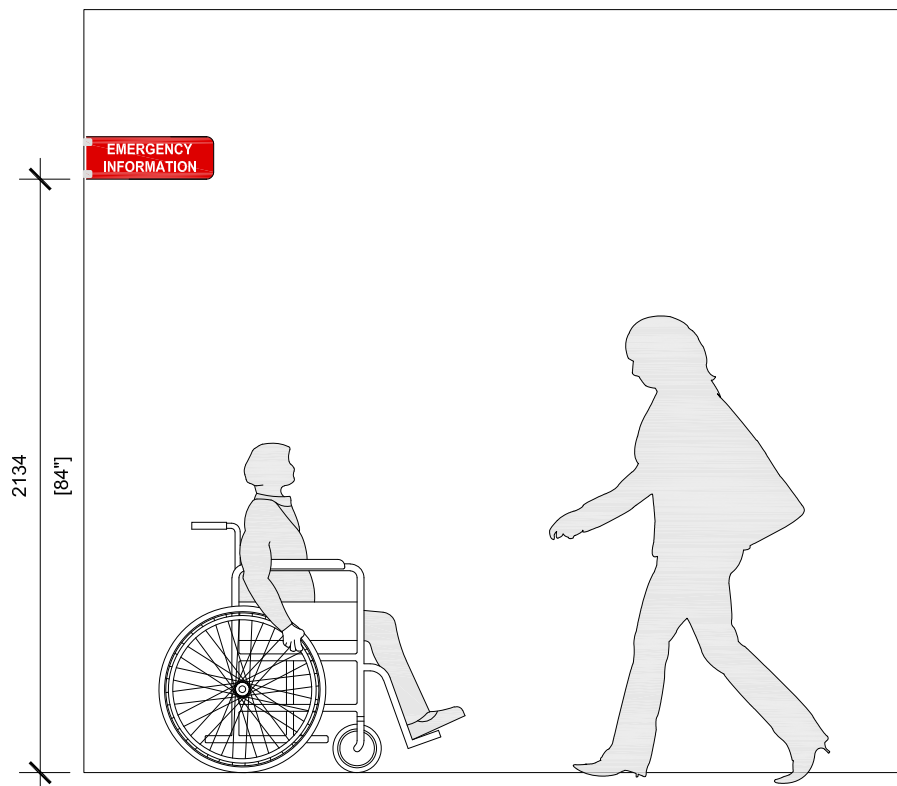
PF5 457mm x 152mm [18" x 6"]



*Projecting Emergency Information Sign [PF5]*

### General Sign Construction:

One engraved Lamicoid panel (3q) with 30 degree beveled edges, all four sides and corners, adhered to wall surface with double sided adhesive (20). F5 signs are located in academic buildings and incorporate raised text and graphics. Refer to section details, materials list and specifications for complete construction and material information.



*Installation of Emergency Information Sign [PF5]. Illustration shows height only. Note that sign is typically to be centred above N5 Sign.*

## Room Number Door Plates [ID1a, ID1b]

### Intent:

This wall mounted sign identifies rooms and department offices.

### Size:

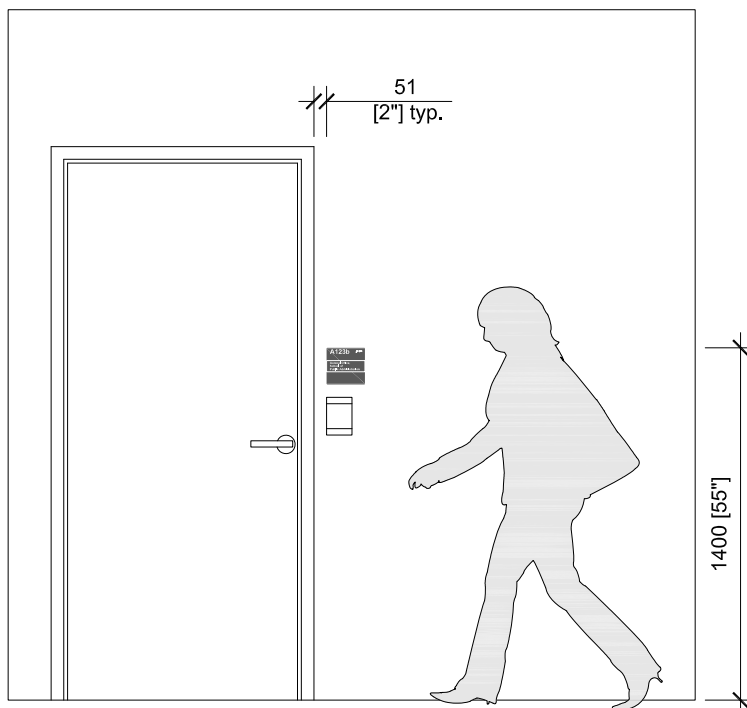
ID1a 152mm x 152mm [6" x 6"]

ID1b 152mm x 203mm [6" x 8"]

Note: ID1b can be lengthened as needed in 51mm increments.

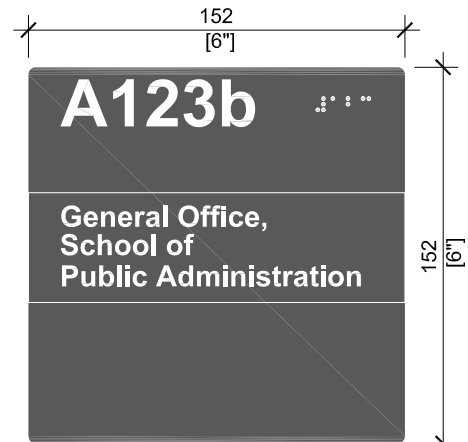
### General Sign Construction:

Consists of one layer of Lamicoid adhered to wall with double sided tape, topped with ID5 Lamicoid panels with engraved text and one or more ID6 Lamicoid panels as needed. Embossed Lamicoid room number is to be ADA compliant, true and tactile. ID5 Lamicoid panels for washrooms to be ADA compliant, true and tactile. The braille raster balls shall show the room number, shall be grade two braille, lower case only and numerals shall always have the Braille 'number follows' character before them. Refer to section details, materials list and specifications for complete construction and material information.

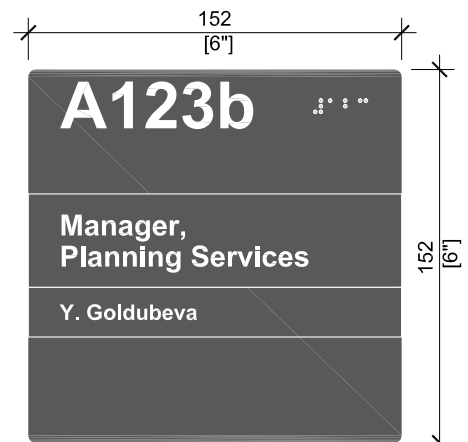


### Installation of Room Identification Sign [ID1a]

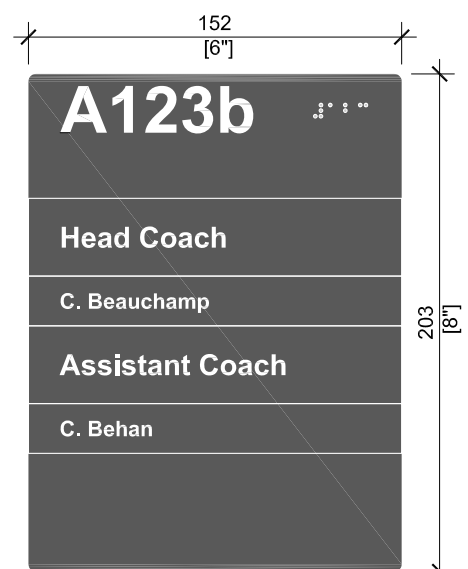
Note: Illustration also shows ideal placement of card readers, in line with the side of the sign closest to the door frame and a minimum of 51mm [2"] below the sign. If card readers are already installed, the signs will be in line with them as the discretion of owner.



Room Identification Signs [ID1a] with ID5c plate



Room Identification Signs [ID1a] with ID5b and ID6a plates



Room Identification Signs [ID1b] with ID5a, ID5e, ID6, ID5e, ID6

## Room Number Back Plates [ID1r, ID1s]

### Intent:

This glass mounted sign is placed directly behind identically-dimensioned signs that are taped to the opposite side of the glass surface to conceal any visible tape.

### Size:

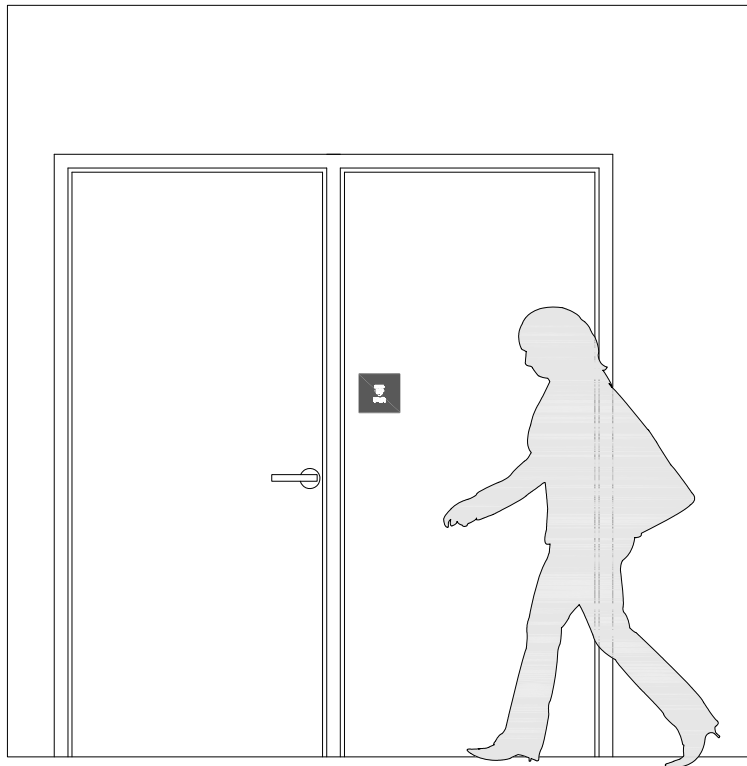
ID1r 152mm x 152mm [6" x 6"]

ID1s 152mm x 203mm [6" x 8"] or to match size of holder applied to glass (any ID Series) Crest to be centered and proportioned to size.

Note: ID1s can be lengthened as needed in 51mm increments.

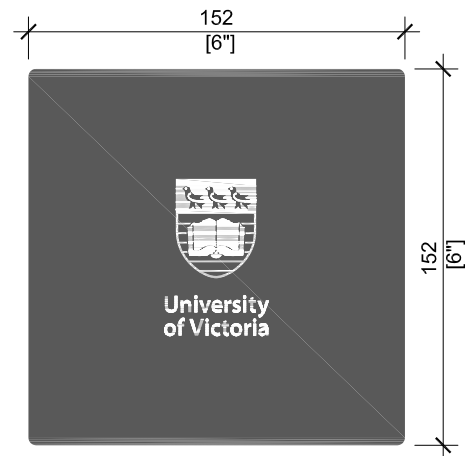
### General Sign Construction:

Consists of one layer of Lamicoid with engraved logo adhered to glass with double sided tape. Refer to section details, materials list and specifications for complete construction and material information.

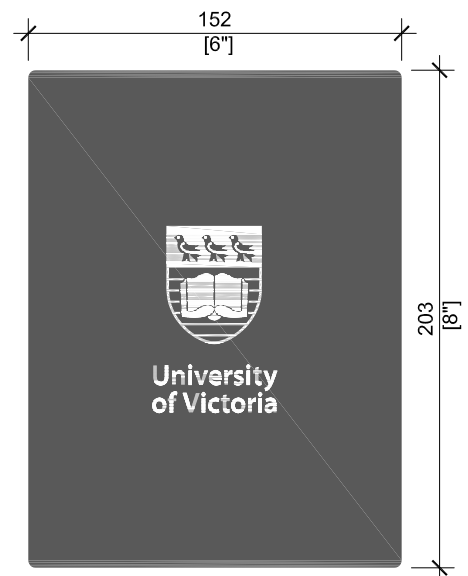


### Installation of Room Number Back Plate [ID1r]

Note: Identically sized plate on reverse side of glass.



**Room Number Back Plate [ID1r]**



**Large Room Number Back Plate [ID1s]**



## Office Information Signs [ID2, ID3, ID4]

### Intent:

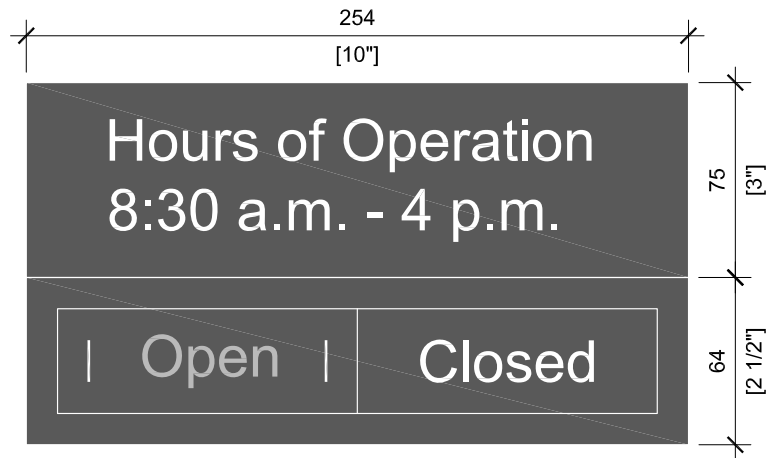
These wall mounted signs establish information about the operating hours and open status of Departments / Offices.

### Size:

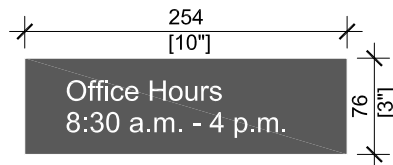
ID2	254mm x 75mm [10" x 3"]
ID3	254mm x 64mm [10" x 2-1/2"]
ID4	254mm x 51mm [10" x 2"]

### General Sign Construction:

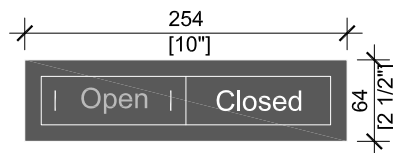
One or two layer(s) of Lamicoid with engraved text. Where ID2 or ID4 is used in combination with ID3, two layers of Lamicoid are required to match the thickness of ID3, which is always constructed of two layers of Lamicoid because of the sliding panel (see details). If ID2 or ID4 are used on their own then only one layer of engraved Lamicoid is required. Refer to section details, materials list and specifications for complete construction and material information.



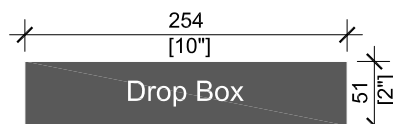
**Office Information Signs [ID2 combined with ID3]**



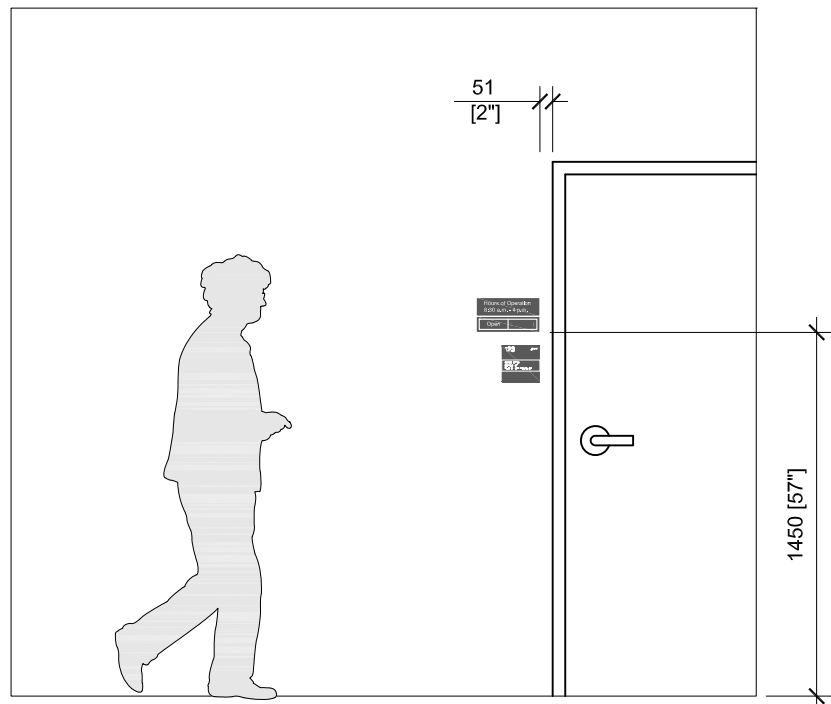
**Office Hours Sign [ID2]**



**Sliding Sign [ID3]**



**Drop Box / Mail Slot Sign [ID4]**



**Installation of Office Information Signs [ID2 combined with ID3]  
shown above ID1a Sign**

## Room Occupant Badges and Nameplates [ID5a-d, ID6]

### Intent:

These Badges and nameplates establish information about the function and occupants of rooms. To be mounted on ID1 signs.

### Size:

ID5a	152mm x 32mm [6" x 1-1/4"]
ID5b	152mm x 38mm [6" x 1-1/2"]
ID5c	152mm x 44mm [6" x 1-3/4"]
ID5d	152mm x 57mm [6" x 2-1/4"]*
ID6	152mm x 20mm [6" x 0.8"]

\*Minimum Height - ID5d signs may contain between 4 and 8 lines and increase by 1/2" in height for each additional line of text.

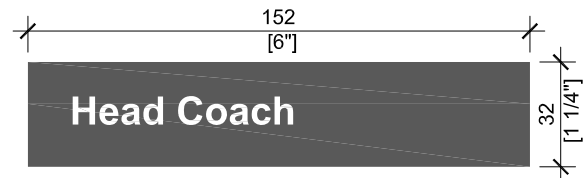
### General Sign Construction:

ID5 & ID6 signs consist of one layer of Lamicoid with engraved text adhered to ID1 or ID9 with double sided tape.

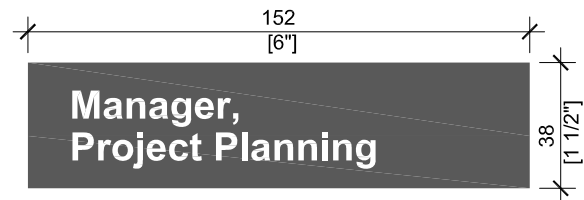
Refer to section details, materials list and specifications for complete construction and material information.

### Office and Occupant Titles:

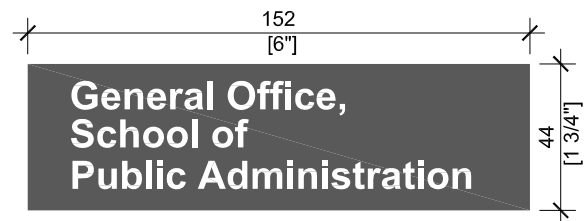
Refer to section on Naming Conventions.



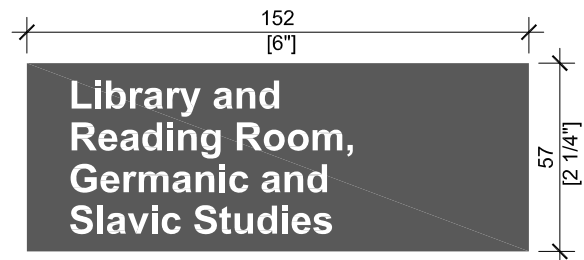
Room Occupant Badge [ID5a]



Room Occupant Badge [ID5b]



Room Occupant Badge [ID5c]

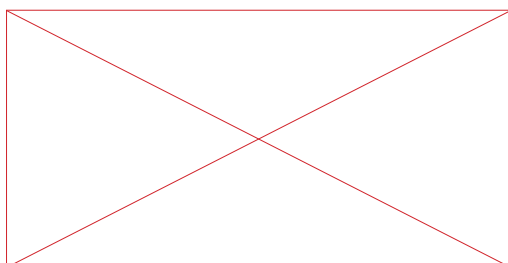


Room Occupant Badge [ID5d]

- 4 Line Example



Room Occupant Nameplate [ID6]



Washroom Badges [ID5f,g,h] - Deleted - See IDW

## Washroom Badges [IDW1-IDW7]

### Intent:

These Badges establish information about the function and occupants of washrooms and showers. To be mounted on ID1.

### Size:

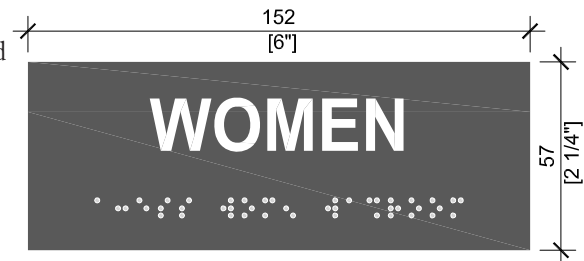
IDW1a,b,c,d	152mm x 57mm [6" x 2-1/4"]
IDW3a-g	152mm x 76mm [6 x 3"]
IDW4a-e	152mm x 89mm [6" x 3-1/2"]
IDW5a,b,c,d	152mm x 95mm [6" x 3-3/4"]
IDW6a,b	152mm x 108mm [6" x 4-1/4"]
IDW7a	152mm x 145mm [6" x 4-7/8"]

### General Sign Construction:

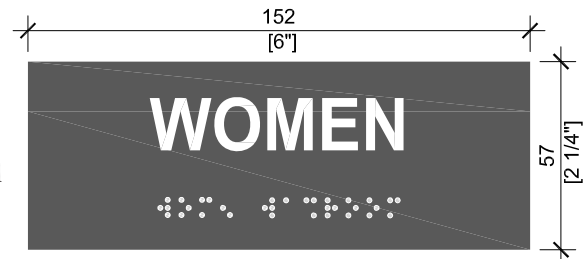
IDW signs consist of one layer of Lamicoid with engraved text adhered to ID1 with double sided tape.

IDW consist of of one layer of Lamicoid with adhered to ID1 with double sided tape. Embossed Lamicoid room number is to be ADA compliant, true and tactile. The braille raster balls shall show the room function, shall be grade two braille, lower case only and shall state if a washroom is accessible. Refer to following page for braille translations.

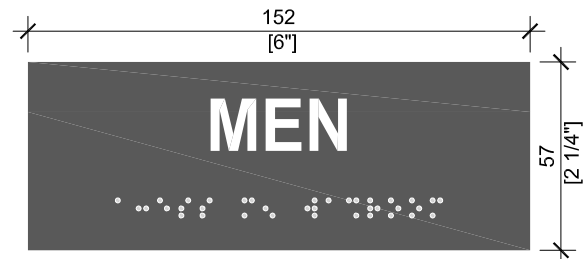
Refer to section details, materials list and specifications for complete construction and material information.



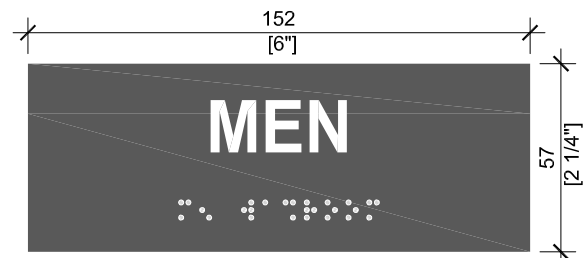
**Washroom Badge [IDW1a]**



**Washroom Badge [IDW1b]**



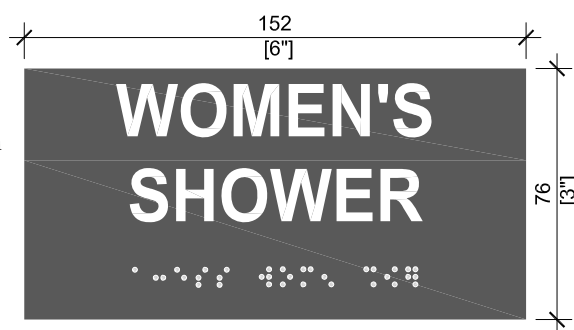
**Washroom Badge [IDW1c]**



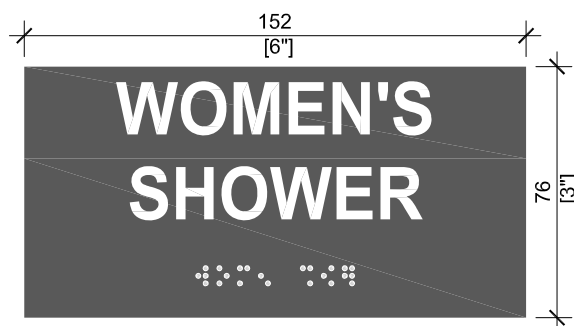
**Washroom Badge [IDW1d]**

## Washroom Badges [IDW1-IDW7, cont.]

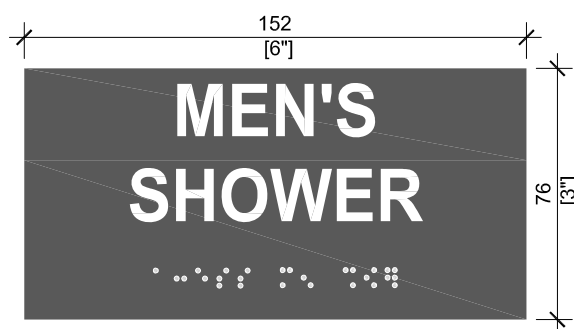
Sign	Used With	Braille Translation
IDW1a	WID1	access women washroom
IDW1b	WID4	women washroom
IDW1c	WID2	access men washroom
IDW1d	WID5	men washroom
IDW3a	WID7	access women shower
IDW3b	WID10	women shower
IDW3c	WID8	access men shower
IDW3d	WID11	men shower
IDW3e	WID23	all gender washroom
IDW3f	WID29	access all gender shower
IDW3g	WID30	all gender shower
IDW4a	WID24	access all gender washroom
IDW4b	WID26	access all gender washroom w urinal
IDW4c	WID25	all gender washroom w urinal
IDW4d	WID31	all gender washroom w change table
IDW4e	WID33	access all gender washroom change place
IDW5a	WID13	women washroom shower
IDW5b	WID16	access men washroom shower
IDW5c	WID14	men washroom shower
IDW5d	WID27	all gender washroom shower
IDW6a	WID15	access women washroom shower
IDW6b	WID28	access all gender washroom shower
IDW6c	-	all-gender washroom w access shower
IDW7a	WID34	access all gender washroom change place w shower
IDW7b	WID35	access all gender washroom shower w change table



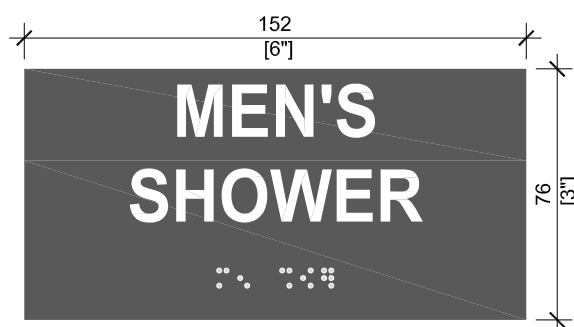
**Shower Badge [IDW3a]**



**Shower Badge [IDW3b]**



**Shower Badge [IDW3c]**



**Shower Badge [IDW3d]**

Washroom Badges [IDW1-IDW7, cont.]



Washroom Badge [IDW3e]



Washroom Badge [IDW4b]



Shower Badge [IDW3f]



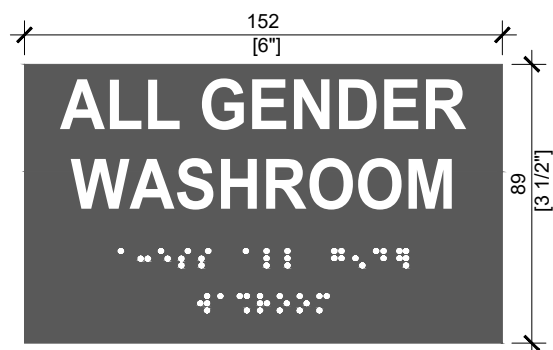
Washroom Badge [IDW4c]



Shower Badge [IDW3g]



Washroom Badge [IDW4d]



Washroom Badge [IDW4a]



Washroom Badge [IDW4e]

Washroom Badges [IDW1-IDW7, cont.]



Washroom Shower Badge [IDW5a]



Washroom Shower Badge [IDW5c]



Washroom Shower Badge [IDW5b]



Washroom Shower Badge [IDW5d]



Washroom Shower Badge [IDW6a]



Washroom Shower Badge [IDW6b]



**Washroom Badges [IDW1-IDW7, cont.]**



*Washroom / Shower Badge [IDW7a]*



*Washroom / Shower Badge [IDW7b]*

## Occupant Load Wall Plates [ID7, ID7a, ID7b]

### Intent:

This wall mounted sign identifies Maximum Occupant Load in a room as specified. Use ID7 in rooms that are enclosed by walls and ID7a in rooms that are less well-delineated or open onto adjacent spaces.

ID7 and ID7a signs must be installed in Assembly Occupancies where occupant load exceeds 60. ID7b signs are installed in classrooms with movable furniture. If Occupancy exceeds 60 in a classroom with movable furniture, both ID7 and ID7b signs are to be used but maximum capacity is to be stated on the ID7 sign only.

### Size:

ID7, ID7a 152mm x 152mm [6" x 6"]

ID7b accommodates paper in portrait format in letter-size [8.5" x 11"] only.

### General Sign Construction:

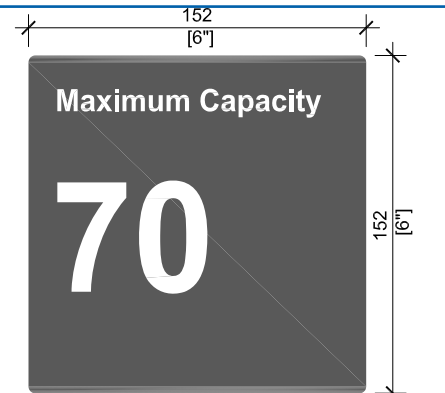
ID7 & ID7a Consists of one layer of Lamicoid with engraved text adhered to wall with double sided tape.

ID7b Consists of one layer of Sintra board topped with plastic laminate, Lamicoid with engraved text, plexiglass and Braille Core, adhered to wall with double-sided tape. Refer to section details, materials list and specifications for complete construction and material information.

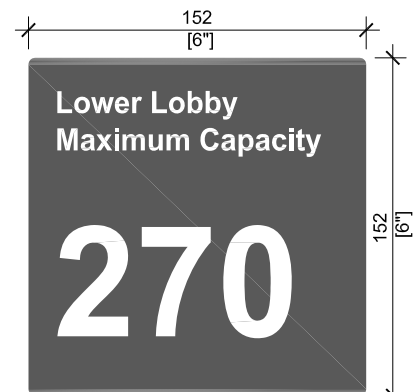
Refer to section details, materials list and specifications for complete construction and material information.

### Installation:

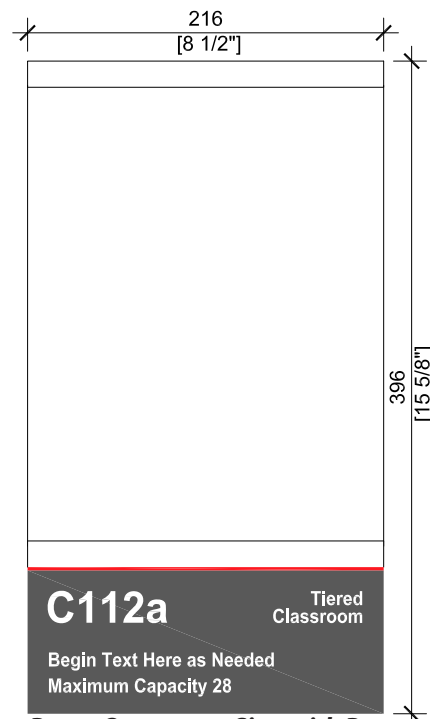
To be mounted inside rooms in conspicuous locations as directed by University of Victoria.



**Enclosed Room Occupant Load Sign [ID7]**



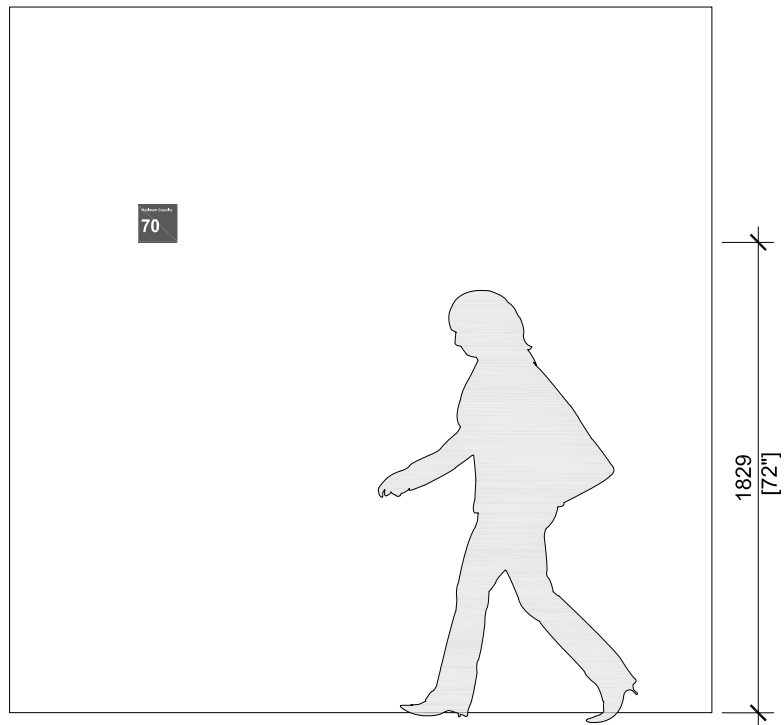
**Unenclosed Room Occupant Load Sign [ID7a]**



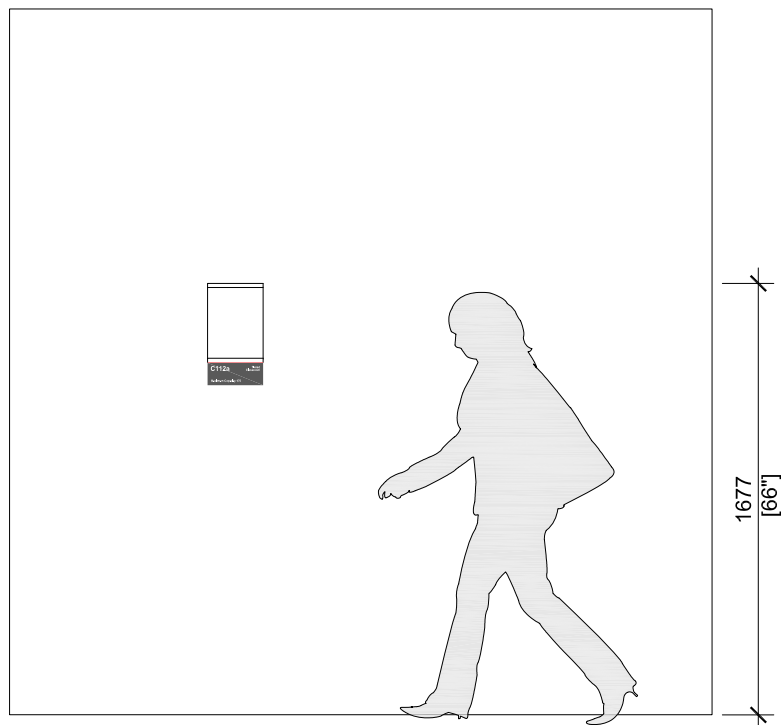
**Room Occupancy Sign with Room Layout Holder [ID7b]**



## Occupant Load Wall Plates [ID7, ID7a, ID7b cont.]



*Typical Installation of Room Occupant Load Sign [ID7, ID7a]*



*Typical Installation of Room Occupant Load Sign [ID7b]*

## Meeting Room Sleeves [ID8a, ID8c]

### Intent:

This sign identifies rooms and department offices and convey occupied or vacant status of Meeting and Conference Rooms. They also contain a plexiglass sleeve for an 8-1/2 x 11" sheet of paper for daily schedules or additional room information. ID8a sleeves are typically used outside meeting rooms and ID8c sleeves are typically used in locations where it is important to convey a message to passersby when the room is in use. Both signs may contain custom text under the slider.

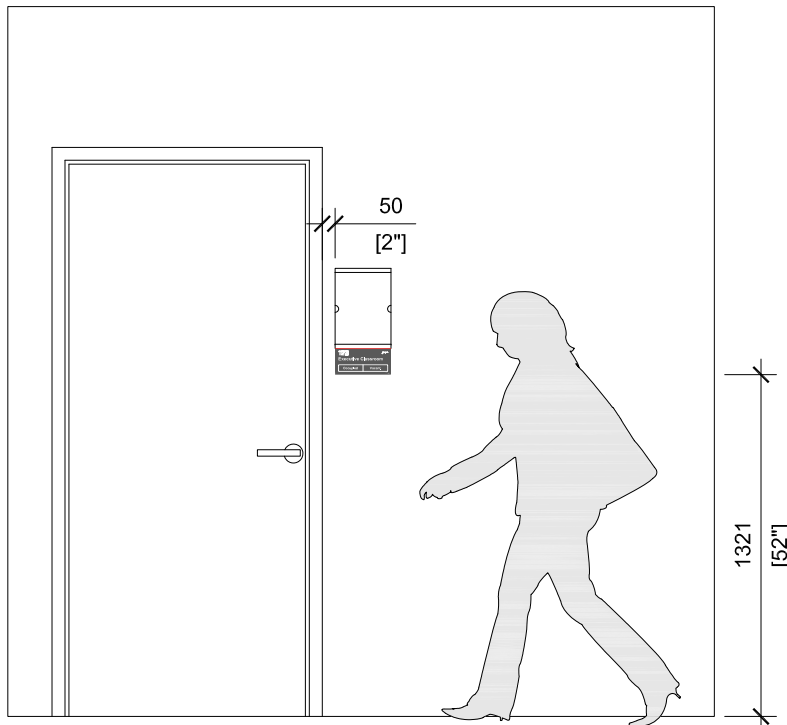
### Size:

ID8a: 216mm x 410mm [8-1/2" x 16-1/8"]

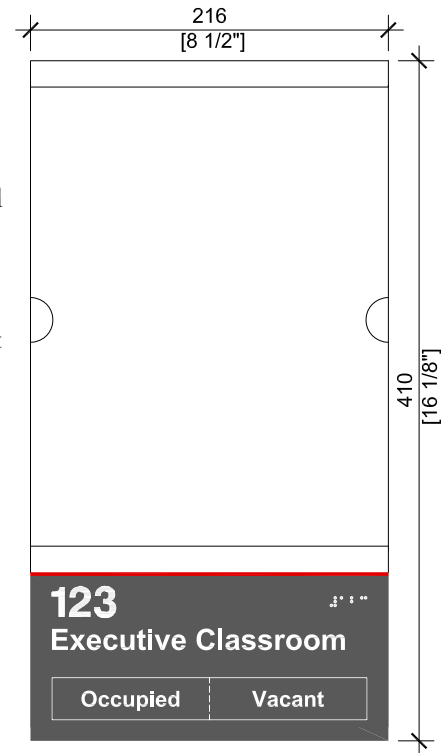
ID8b, ID8c: 216mm x 410mm [8-1/2" x 17-1/8"]

### General Sign Construction:

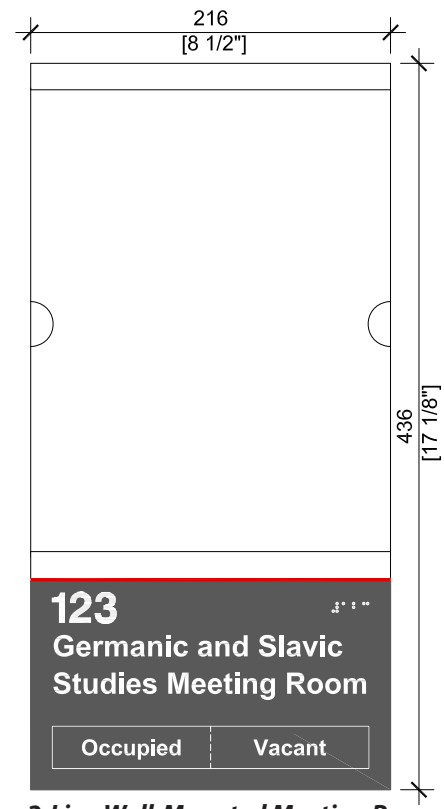
Consist of one layer of Sintra board topped with two layers of Lamicaid with engraved text, plexiglass and Braille Core. Embossed Lamicaid occupancy number is to be ADA compliant, true and tactile. The braille raster balls shall show the room number, shall be grade two braille, lower case only and numerals shall always have the Braille 'number follows' character before them. To be mounted to wall with double-sided tape. Refer to section details, materials list and specifications for complete construction and material information.



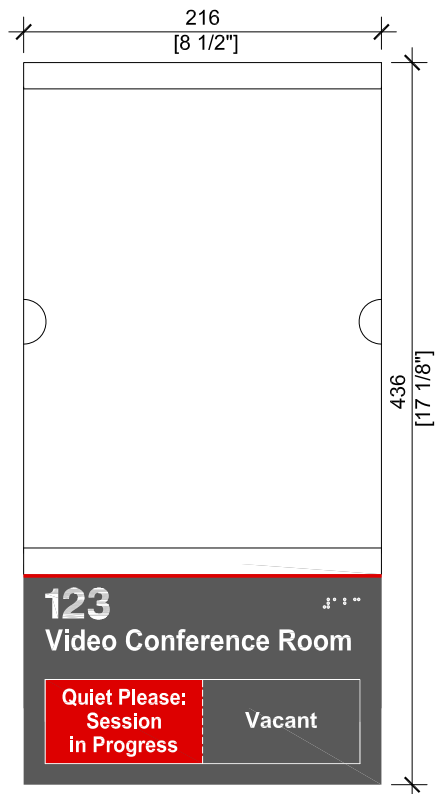
Installation of Wall-Mounted Meeting Room Sleeve [ID8a].  
ID8b & c installation identical.



Wall-Mounted Meeting Room  
Sleeve [ID8a]



2-Line Wall-Mounted Meeting Room  
Sleeve [ID8b]



**Wall-Mounted Meeting Room  
Sleeve with Red Warning Plate  
[ID8c]**

## Room Number Sleeves [ID9a, ID9b]

### Intent:

This sign identifies rooms and department offices. They also contain a Plexiglass sleeve for an 8-1/2 x 11" sheet of paper for additional room information. ID9a Signs are used where a single line of text is needed and ID9b signs in locations where 2 or 3 lines of text are needed.

### Size:

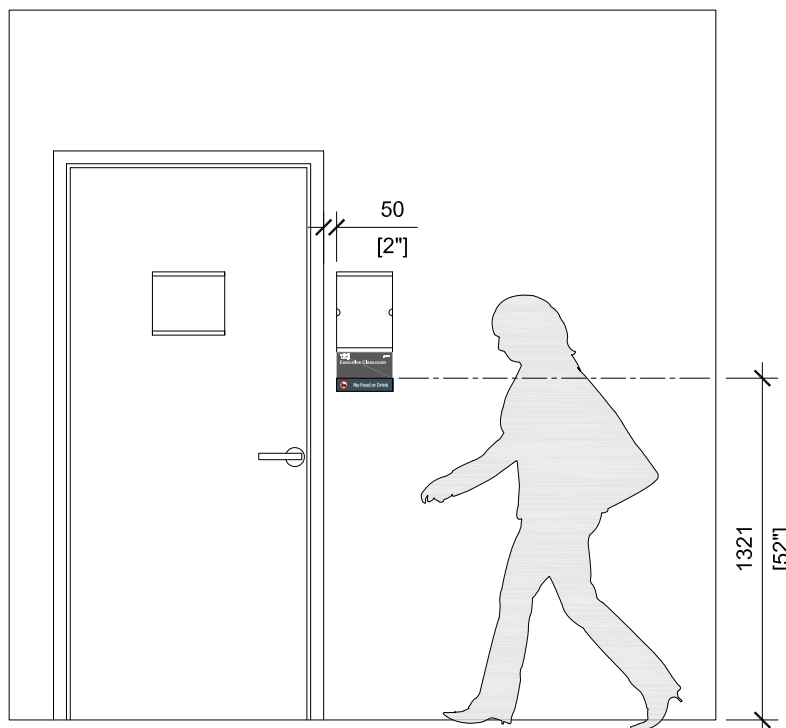
ID9a: 216mm x 388mm [8-1/2" x 15-1/4"]

ID9b: 216mm x 410mm [8-1/2" x 16-1/8"]

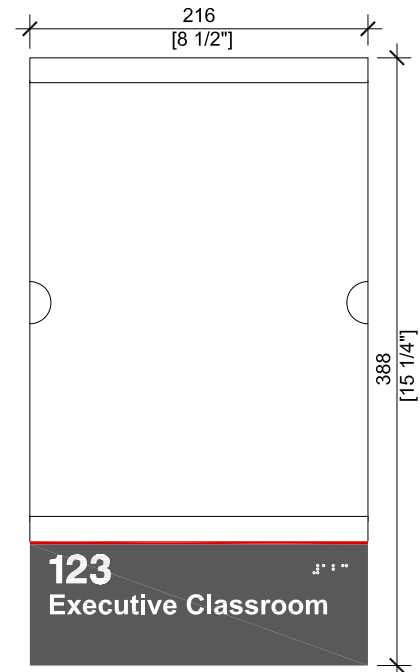
### General Sign Construction:

Consists of one layer of Sintra board topped with plastic laminate, Lamicoid with Engraved Text, plexiglass and Braille Core. Embossed Lamicoid occupancy number is to be ADA compliant, true and tactile. The braille raster balls shall show the room number, shall be grade two braille, lower case only and numerals shall always have the Braille 'number follows' character before them. To be mounted to wall with double-sided tape. Refer to section details, materials list and specifications for complete construction and material information.

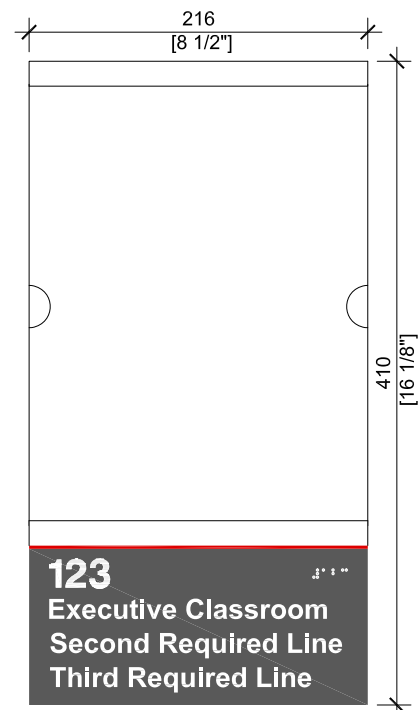
Note that Classroom signs are always installed with N2 (No Food or Drink) Signs.



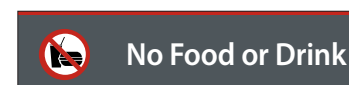
Installation of Wall-Mounted Room Number Sleeve [ID9]  
Shown with N2 (No Food or Drink) and Horizontal N3d on Door



Single-Line Wall-Mounted  
Room Number Sleeve [ID9a]  
with engraved text



Multiple-Line Wall-Mounted  
Room Number Sleeve [ID9b]  
with engraved text



N2 sign to be placed below all  
classroom signs

## Room Number Reverse Plates [ID8r, ID9r]

**Intent:**

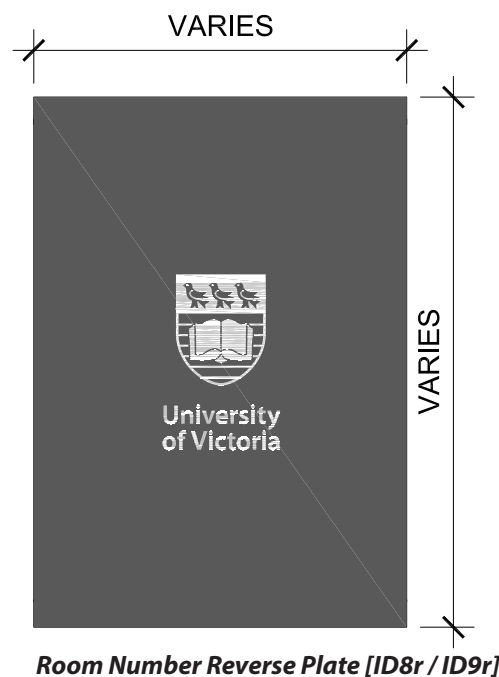
Located on clear glazing on the reverse side from ID8 or ID9 plates.

**Size:**

ID8r and ID9r signs are to match the size of notice signs on reverse.

**General Sign Construction:**

Consists of one engraved Lamicoid panel adhered to glazing with double sided tape. Refer to section details, materials list and specifications for complete construction and material information.





## First Aid Door Signs [ID10, ID10a]

### Intent:

This door mounted sign identifies First Aid Facilities.

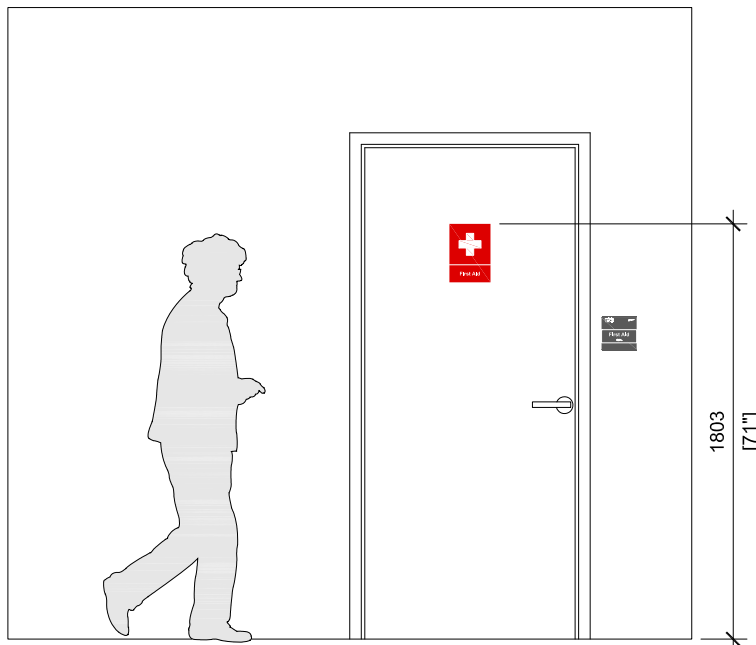
### Size:

ID10, ID10a 178mm x 254mm [7" x 10"]

ID10c 178mm x 178mm [7" x 7"]

### General Sign Construction:

ID10 and ID10a consist of one engraved Lamicoid panel (3b) with 30 degree beveled edges, all four sides, adhered to door surface with double sided adhesive (20). Digital files of the logos to be supplied by UVic. Refer to section details, materials list and specifications for complete construction and material information.



Installation of First Aid Door Sign [ID10]



First Aid Room Door Plate [ID10]



First Aid Kit Door Plate [ID10a]

## First Aid Cabinet Stickers [ID10c]

### Intent:

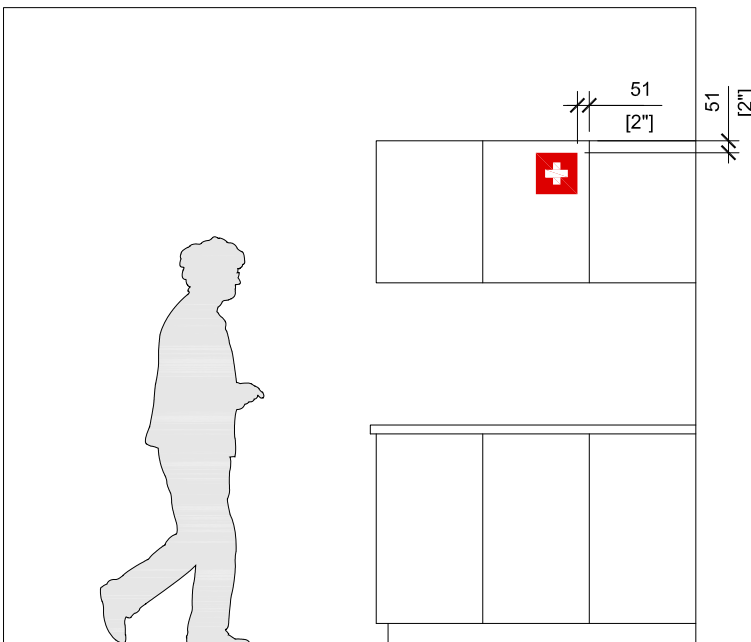
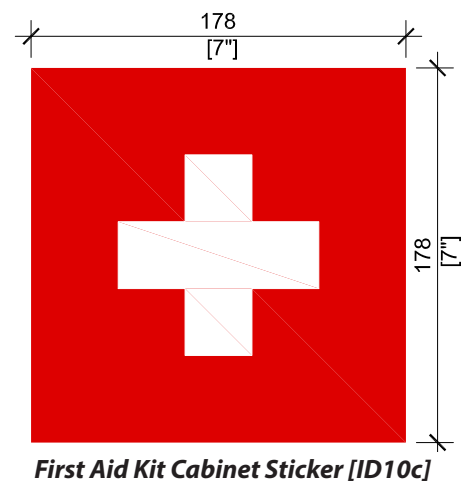
This vinyl sticker identifies first aid equipment in cabinets.

### Size:

ID10c 178mm x 178mm [7" x 7"]

### General Sign Construction:

ID10c consists of an image printed on adhesive vinyl. Digital files of the logos to be supplied by UVic. Refer to section details, materials list and specifications for complete construction and material information.



*Installation of First Aid Cabinet Sticker [ID10c]*

## Projecting First Aid Signs [PID10, PID10-45]

### Intent:

Projecting First Aid Signs are to be installed above or near first aid rooms and cabinets.

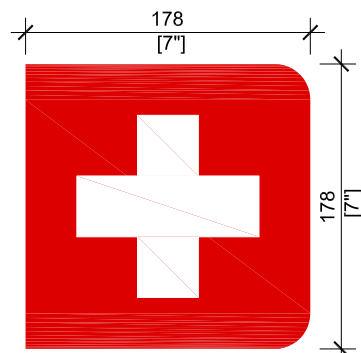
### Size:

PID10 178mm x 178mm [7" x 7"]

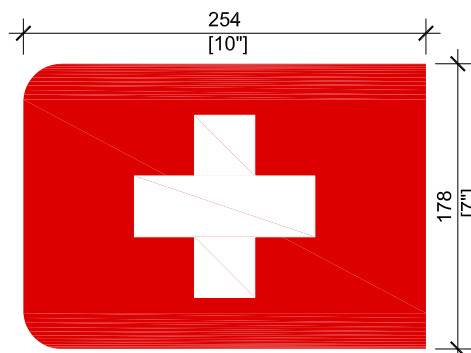
PID10-45 254mm x 178mm [10" x 7"]

### General Sign Construction:

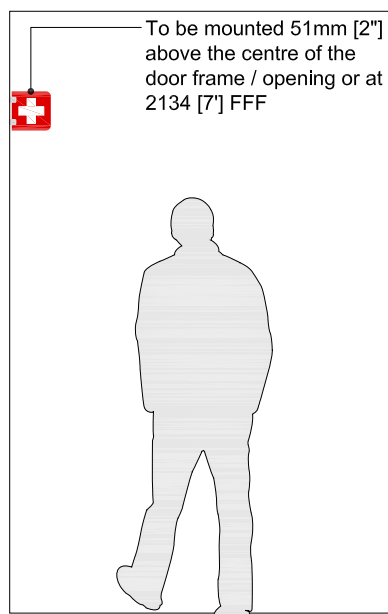
Mustang Aluminum Shelf Standoffs with Aluminum Composite Panel with engraved Lamicoid panels on either side where mounted perpendicular to wall. Aluminum mounting bracket with engraved Lamicoid panels on either side where mounted at angle. Where the sign is mounted on a corner or in a special situation, the bracket is constructed to conform to the walls. Digital files of the logos to be supplied by UVic. Refer to section details, materials list and specifications for complete construction and material information.



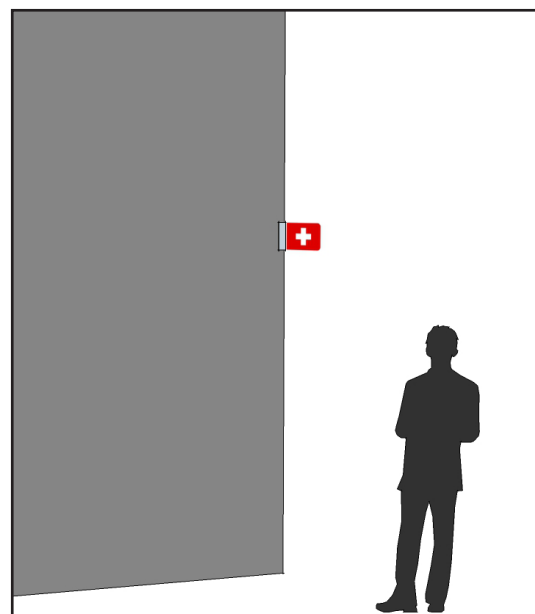
**Projecting First Aid Sign [PID10]**



**45° angle Projecting First Aid Sign [PID10-45]**



*Installation of Projecting First Aid Sign [PID10]*



*Installation of 45° angle Projecting First Aid Sign [PID10-45] on a corner. Note that 178mm wide signs are extended to 254mm on corners to make them more visible.*



## Door Information Plates [ID12]

### Intent:

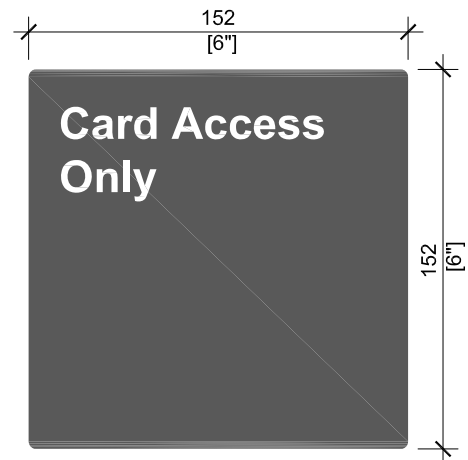
This wall mounted sign conveys information regarding doors or rooms.

### Size:

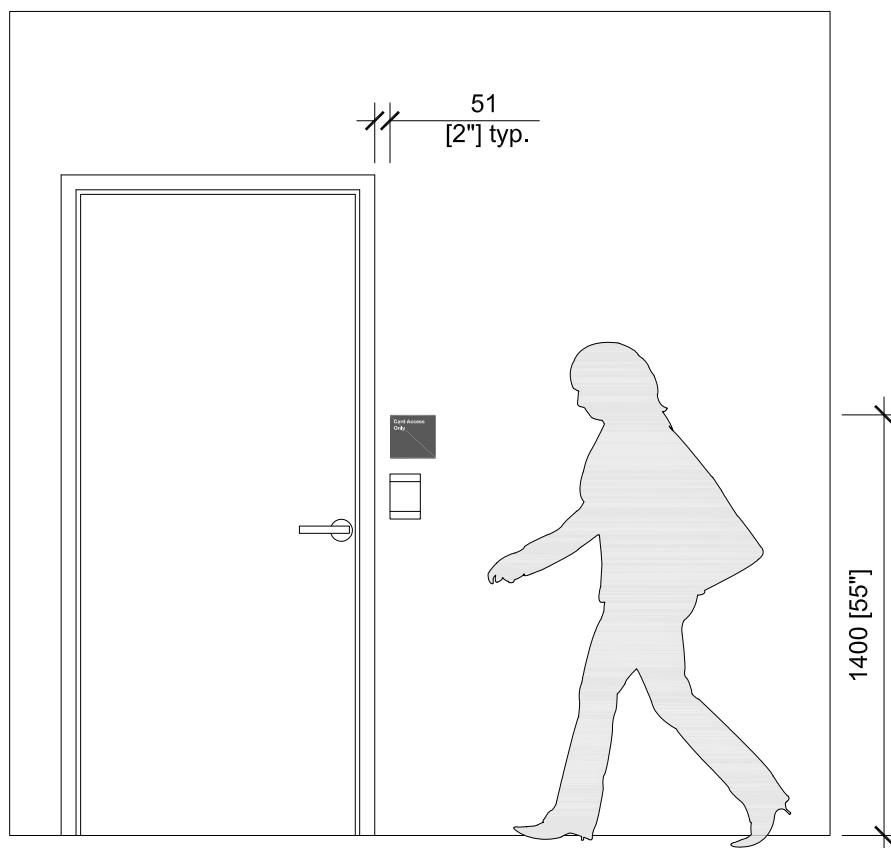
ID12 152mm x 152mm [6" x 6"]

### General Sign Construction:

One engraved Lamicoid panel (3) with 30 degree beveled edges, all four sides and corners, adhered to wall surface with double sided adhesive (20). Refer to section details, materials list and specifications for complete construction and material information.



Door Information Plate [ID12]



Installation of Door Information Plate [ID12]

## Desktop / Workstation Divider Nameplates [ID14a, ID14b]

### Intent:

These Signs, mounted on desks, workstation dividers or walls identify occupants.

### Size:

Holder: 203mm x 58mm x 25mm [8" x 2.25" x 1"]

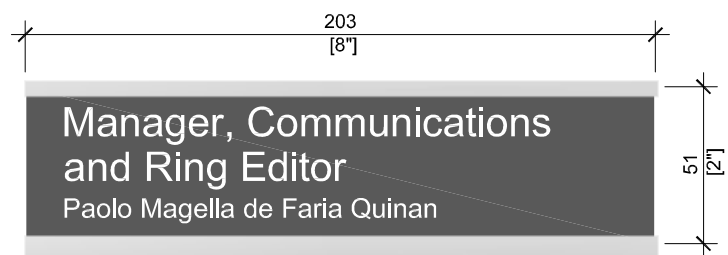
Insert: 203mm x 51mm [8" x 2"]

### General Sign Construction:

Trotec 2x8" Desktop Nameplate holder with layer of Lamicoid with engraved text. 14a or 14b to be used depending on amount of text in title. Refer to section details, materials list and specifications for complete construction and material information.



**Desktop Nameplate with single title line [ID14a]**



**Desktop Nameplate with double title line [ID14b]**

## Freestanding Partition Nameplates [ID15a, ID15b]

### Intent:

These nameplates are to be mounted in cubicles where door signs are not appropriate.

### Size:

Holder: 203mm x 54mm x 5mm [8" x 2 1/8" x 3/16"]

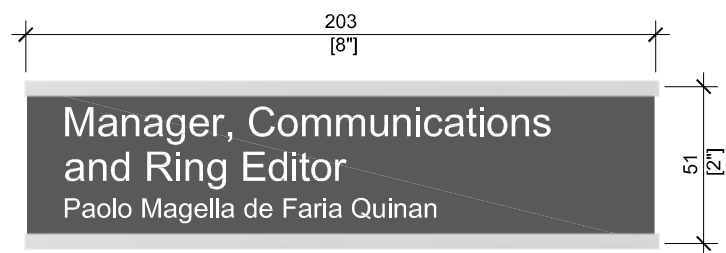
Insert: 203mm x 51mm [8" x 2"]

### General Sign Construction:

Trotec 2x8" Flat Plate holder with layer of Lamicoid with engraved text. 15a or 15b to be used depending on amount of text in title. Refer to section details, materials list and specifications for complete construction and material information.



**Freestanding Partition Nameplate with single title line  
[ID15a]**



**Freestanding Partition Nameplate with double title line  
[ID15b]**

## Out of Office Signs [ID16]

### Intent:

These nameplates are to be mounted in cubicles where door signs are not appropriate.

### Size:

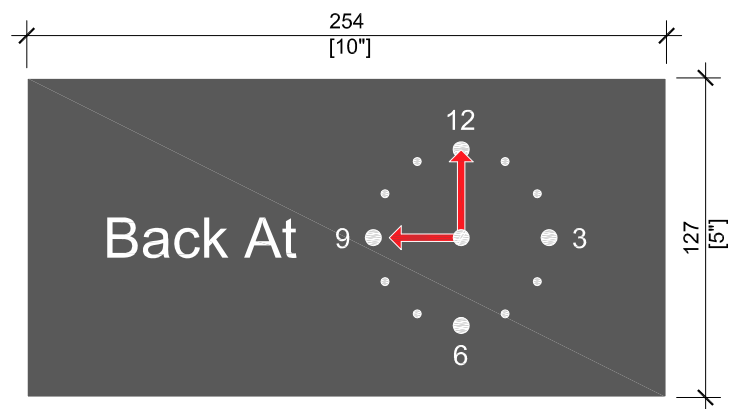
ID16: 254mm x 127mm  
[10" x 5"]

### General Sign Construction:

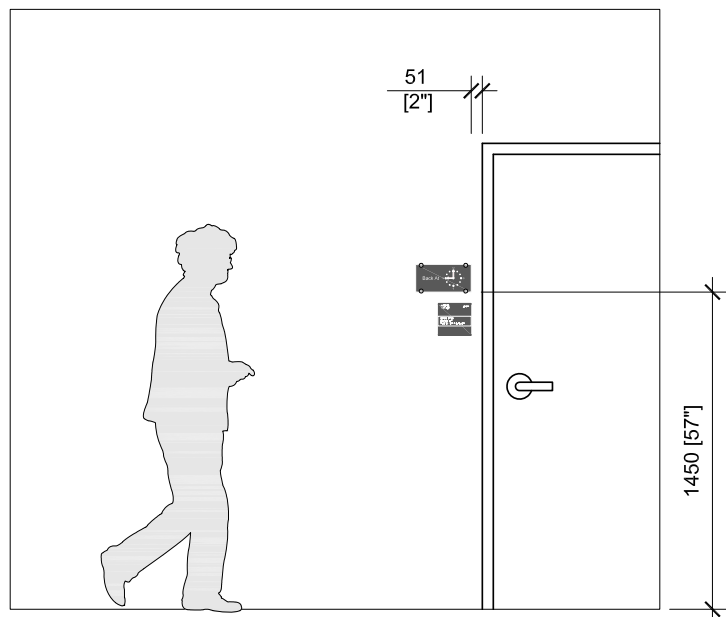
Consists of two layers of Lamicoid with engraved text, Lamicoid clock hands and a screw complete with washers & bolt. Refer to section details, materials list and specifications for complete construction and material information.

### Installation:

Out of Office Signs may be inserted into Mustang Side Grip Standoffs on walls or using alternative methods depending on available space and/or user requirements.



*Out of Office Sign [ID16]*



*Example of installation of Out of Office Sign [ID16]*

## Residence Door Signs [ID17]

### Intent:

These door signs are placed identify residence room numbers and allow residents to share information on magnetic tackboards, paper inserts and bulletin boards incorporated into the signs.

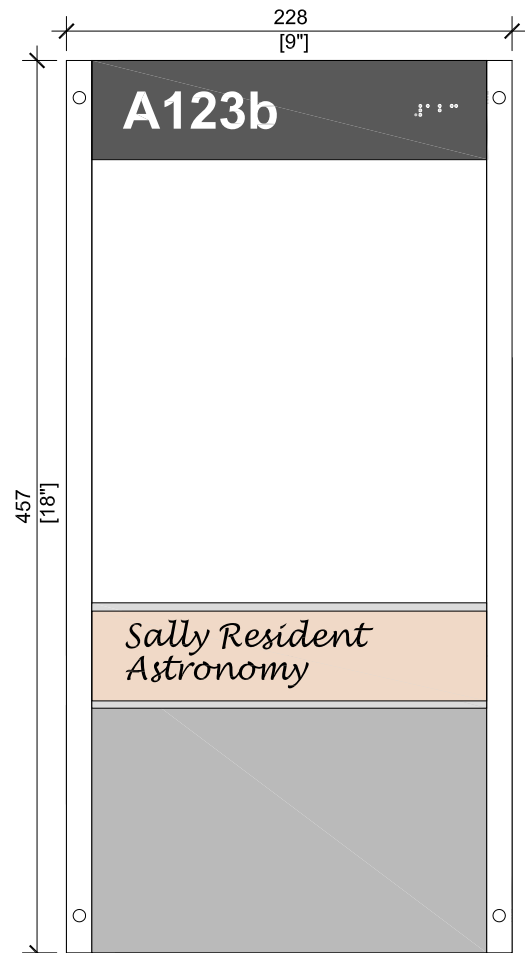
### Size:

228mm x 457mm

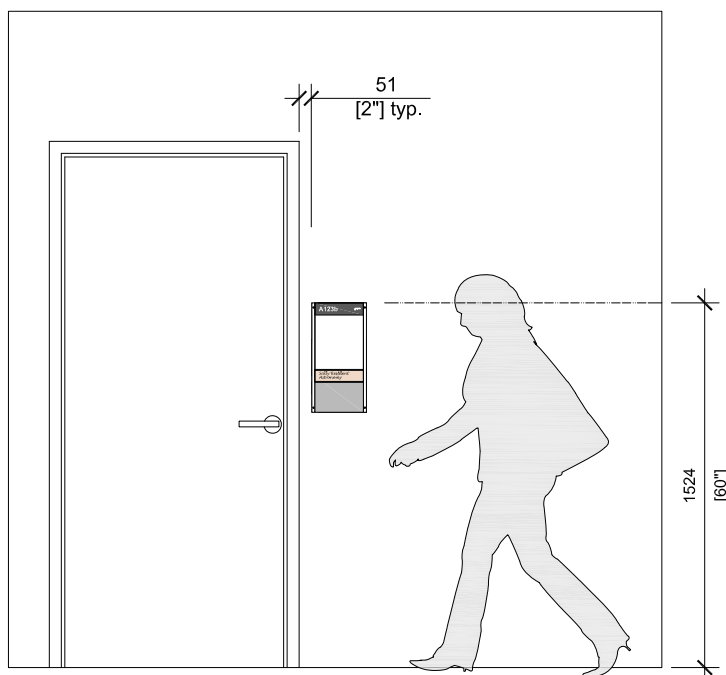
[9" x 18"]

### General Sign Construction:

Sign consists of one layer of Sintra Board with an additional layer of Sintra and a bulletin board placed on top. On these layers, a laminate door plate, marker board and a name plate are placed on top. The sign is enclosed by an aluminum U-Channel and capped with Braille Core and secured to walls with screws. Refer to section details, materials list and specifications for complete construction and material information.



**Residence Door Sign [ID17]**



**Installation of Residence Door Sign [ID17]**

## Projecting Office Information Signs [PID1a, PID1b, PID2a, PID2b]

### Intent:

These two sided projecting signs direct you to various Departments / Offices / Help Desks.

### Size:

PID1a 457mm x 89mm [18" x 3.5"]

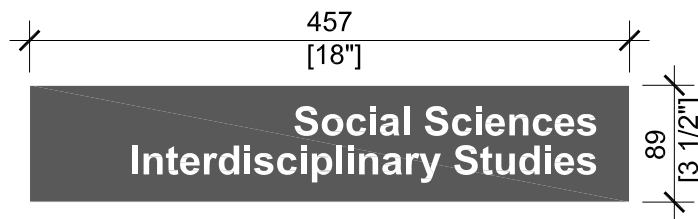
PID1b 457mm x 89mm [18" x 3.5"]

PID2a 457mm x 89mm [18" x 3.5"]

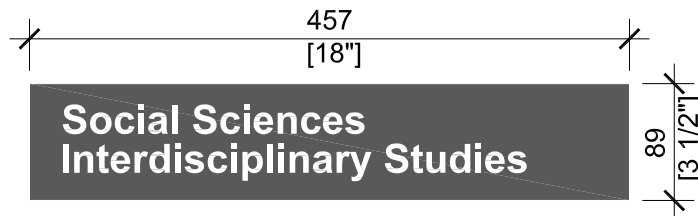
PID2b 457mm x 89mm [18" x 3.5"]

### General Sign Construction:

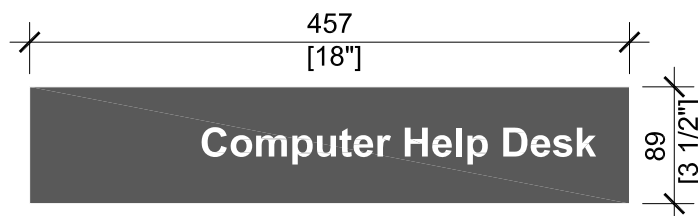
Mustang Aluminum Shelf Standoffs with Plexiglass with engraved Lamicoid panels on either side. Refer to details, materials list and specifications for complete construction and material information.



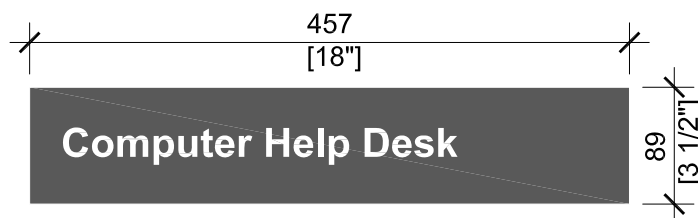
*Projecting Office Information Sign [PID1a]*



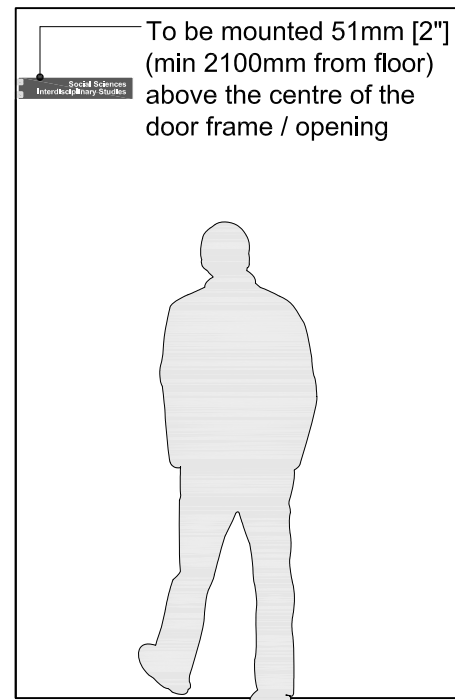
*Projecting Office Information Sign [PID1b]*



*Projecting Office Information Sign [PID2a]*



*Projecting Office Information Sign [PID2b]*



*Installation of Projecting Office Information Signs*

## Projecting Graphic Room Signs [PID3a, PID3a-45]

### Intent:

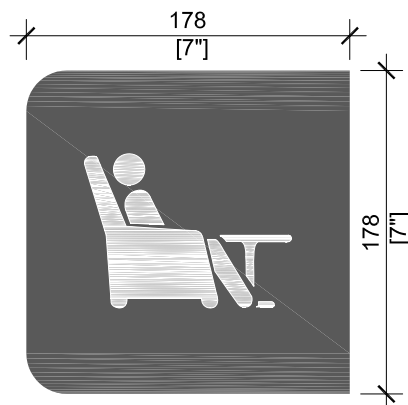
These two sided projecting signs are located near rooms such as lounges where a graphic image is the ideal way of communicating room function.

### Size:

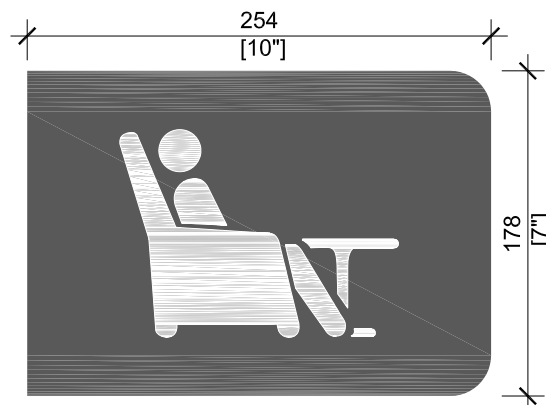
PID3a	178mm x 178mm [7" x 7"]
PID3a-45	254mm x 178mm [10" x 7"]

### General Sign Construction:

Mustang Aluminum Shelf Standoffs with Aluminum Composite Panel with engraved Lamicoid panels on either side where mounted perpendicular to wall. Aluminum mounting bracket with engraved Lamicoid panels on either side where mounted at angle. Where the sign is mounted on a corner or in a special situation, the bracket is constructed to conform to the walls. Digital files of the logos to be supplied by UVic. Refer to section details, materials list and specifications for complete construction and material information.



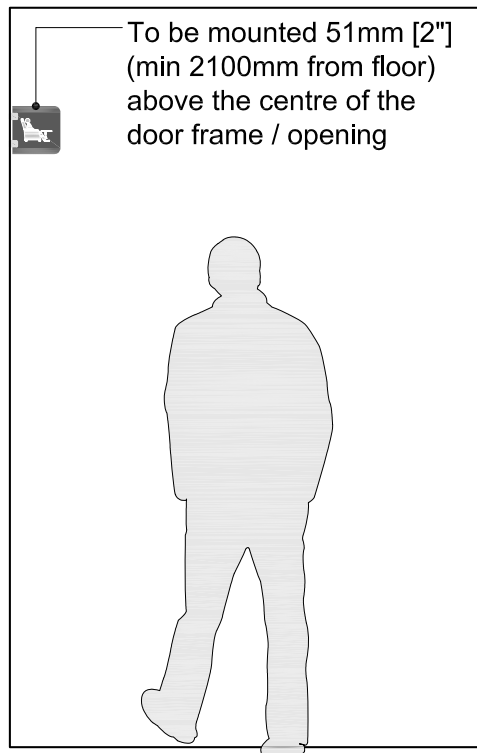
**Projecting Graphic Lounge Sign**  
[PID3a]



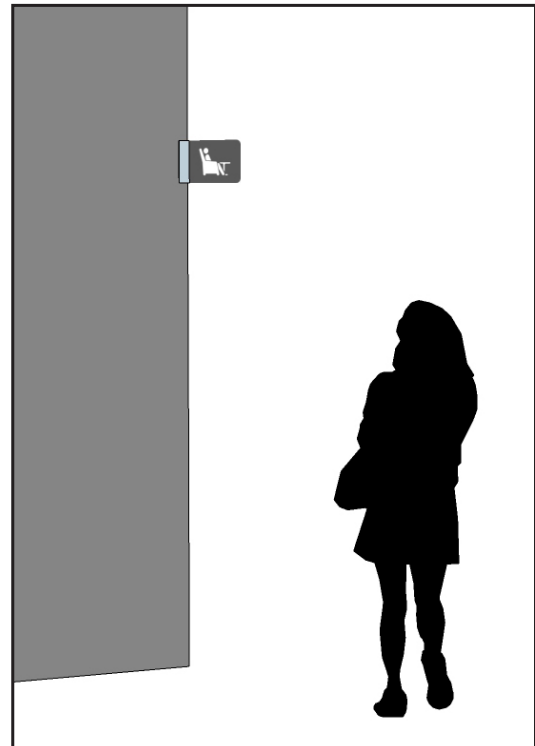
**45-Degree Projecting Graphic Lounge Sign**  
[PID3a-45]



## Projecting Graphic Room Signs [PID3a, PID3a-45], cont.



*Installation of Projecting Graphic Room Signs*



*Installation of 45-Degree Projecting Graphic Room Signs*



## Digital Signage [M1]

**Intent:**

Located at key areas within lobbies and public areas, Digital Signage show University and Department specific content. Displays must be requested through the Digital Signage Coordinator, and locations approved by Facilities Management. Once approved, standard displays and hardware will be ordered through the Technology Solutions Centre.

**Size:**

Varies

**General Sign Construction:**

Digital Signage should be wall mounted where an appropriate mounting surface is available. If a wall mounting solution does not work in a specific location, a suspended ceiling mount may be considered.

**Installation:**

All heights and locations to be approved by UVic Interior Modification Services.



*Installation of Digital Signage [M1]*

## Safety Signs [N1]

### Intent:

Located at key areas to provide information about hazards, safety and prohibitions. Where appropriate, logos shall be consistent with CAN/CSA-Z321-96 Signs and Symbols for the Workplace.

### Size:

216mm x 279mm [8.5" x 11"]

### General Sign Construction:

Consists of a sheet of non-glare acrylic/plexi with a vinyl decal reverse printed, and applied to the back of the plexi. A second layer of white vinyl is applied after the graphic, so the sign is opaque. Mount on layer of plywood where the sign is to be mounted on rough surfaces.

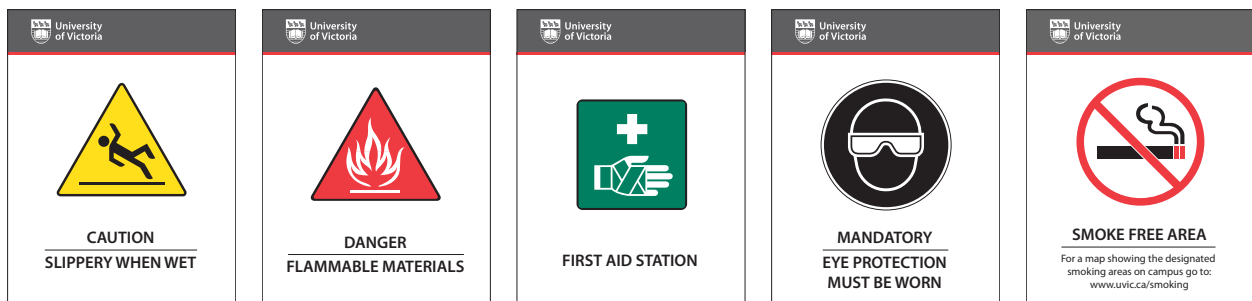
### Colors:

Pantone 425C

Pantone 185C

Pantone 109C Pantone 341C

Process Black



**Warning**

**Danger**

**Safety**

**Mandatory**

**Prohibition**



**Warning**



**Danger**



**Safety**



**Prohibition**



**Mandatory**

## Notices [N2]

### Intent:

Located at key areas to provide information. Where appropriate, logos shall be consistent with CAN/CSA-Z321-96 Signs and Symbols for the Workplace.

### Size:

Sign N2 can be ordered in the following sizes as well as custom sizes in both portrait and landscape format.

Letter	216mm x 279mm [8.5" x 11"]
Legal	216mm x 356mm [8.5" x 14"]
Tabloid	279mm x 432mm [11" x 17"]
S8R	203mm x 305mm [8"x12"]

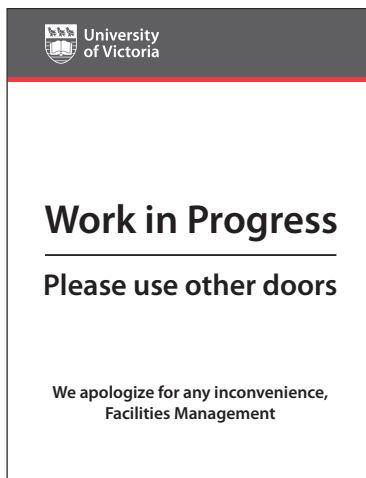
### General Sign Construction:

Consists of a sheet of non-glare acrylic/plexi with a vinyl decal reverse printed, and applied to the back of the plexi. A second layer of white vinyl is applied after the graphic, so the sign is opaque. Mount on layer of plywood where the sign is to be mounted on rough surfaces.

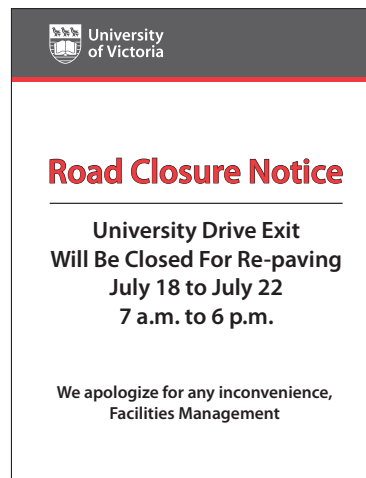
### Colors:

Pantone 425C

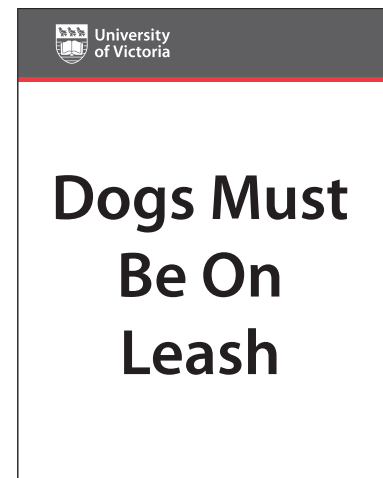
Pantone 185C



**Letter-Size Notice Example [N2]**

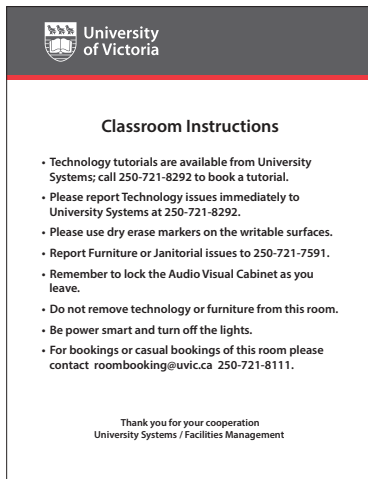


**Letter-Size Notice Example [N2]**



**Letter-Size Notice Example [N2]**

Notices [N2] cont.



Letter-Size Notice Example [N2]



14"x18" Poster Size Notice  
Example [N2]



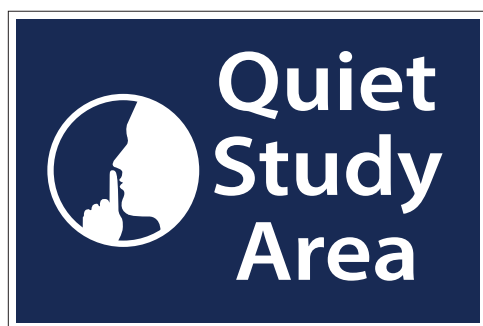
Letter-Size Notice Example [N2]



Letter-Size Notice Example [N2]



Letter-Size Notice Example [N2]



S8R-Size Notice Example [N2]



Letter-Size Notice Example [N2]

**Notices [N2] cont.**



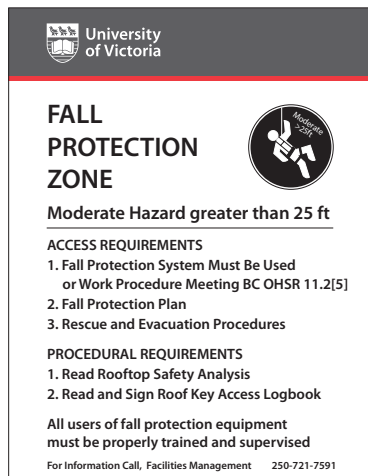
**Letter-Size Notice Example [N2]  
- Fall Protection Zone**



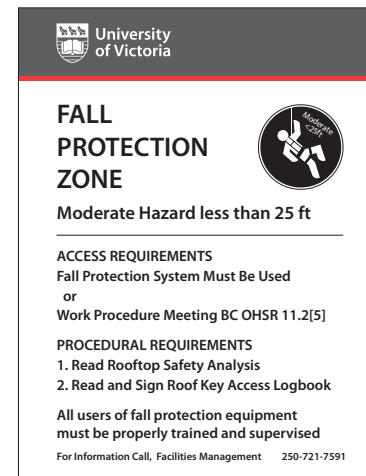
**Letter-Size Notice Example [N2]  
- Fall Protection Zone**



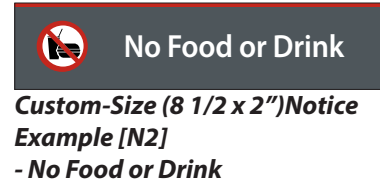
**Letter-Size Notice Example [N2]  
- Fall Protection Zone**



**Letter-Size Notice Example [N2]  
- Fall Protection Zone**



**Letter-Size Notice Example [N2]  
- Fall Protection Zone**



**Custom-Size (8 1/2 x 2'') Notice  
Example [N2]  
- No Food or Drink**



**Letter-Size Notice Example [N2]**



**Letter-Size Notice Example [N2]**

## Notice Stickers [N2a]

**Intent:**

Located at key areas to provide information. Notice stickers are often placed on doors to convey information about the space

**Size:**

Sign N2a can be ordered in the following sizes as well as custom sizes in both portrait and landscape format.

Letter	216mm x 279mm [8.5" x 11"]
Legal	216mm x 356mm [8.5" x 14"]
Tabloid	279mm x 432mm [11" x 17"]

**General Sign Construction:**

Consists of a vinyl decal, When necessary, a second layer of white vinyl is applied after the graphic when necessary, so the sign is opaque. A reverse sticker is to be provided when mounted on transparent glass. Graphics, details and installation instructions to be supplied by UVic.



**152mm x 76mm [6" x 3"] Notice Sticker**  
**Example [N2a]**



**Letter-Size Notice Example [N2a]**

## Wall Mounted Notice Holders [N3a]

### Intent:

Located at key areas in meetings rooms, and outside main offices. Notice holders are intended to accommodate standard paper signs that can supplied and installed by the client. Note that N3c and N3d signs (without headers) are preferred and N3a signs are used only in rare circumstances where a UVic logo is desired.

### Size:

N3a Signs can be ordered to accommodate the following paper sizes in both portrait and landscape format.

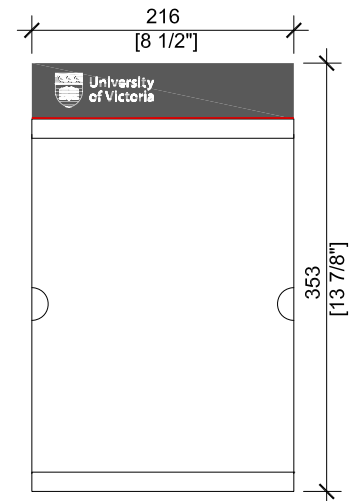
Letter [8.5" x 11"]

Legal [8.5" x 14"]

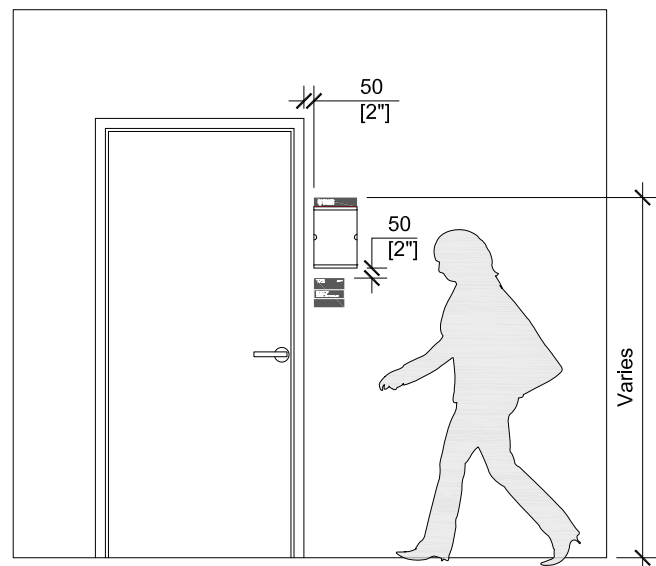
Tabloid [11" x 17"]

### General Sign Construction:

Consists of one layer of Sintra board topped with plastic laminate, Lamicoid with engraved Logo, plexiglass and Braille Core. To be mounted to wall with double-sided tape. Refer to section details, materials list and specifications for complete construction and material information.



**Wall Mounted Sign Holder [N3a] with Letter Size opening**



**Installation of Wall Mounted Sign Holder [N3a]**

## Wall Mounted Sign Holders [N3c]

### Intent:

Located at key areas in meetings rooms, and outside main offices. The sign holders are intended to accommodate standard paper signs that can supplied and installed by the client. N3c is to be used where the UVic Logo is placed on the paper insert.

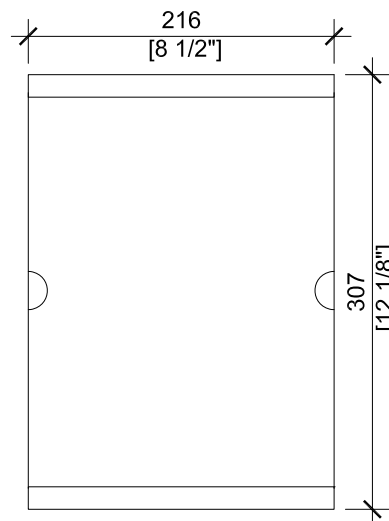
### Size:

Sign N3c can be ordered to accommodate the following paper sizes in both portrait and landscape format.

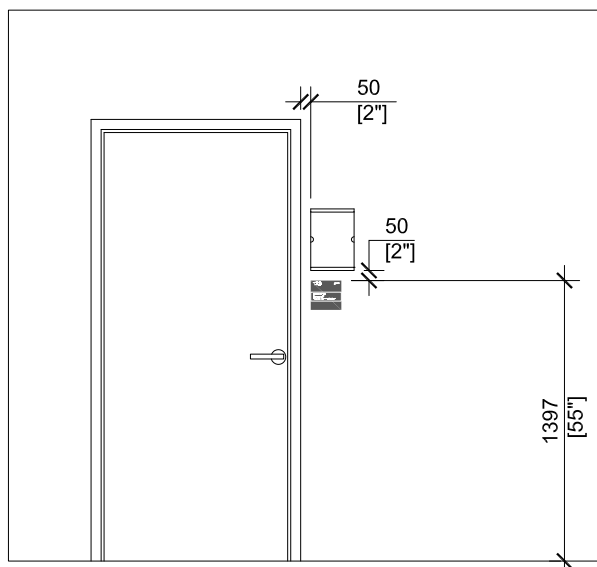
Letter	216mm x 279mm [8.5" x 11"]
Legal	216mm x 356mm [8.5" x 14"]
Tabloid	279mm x 432mm [11" x 17"]

### General Sign Construction:

Consists of one layer of Sintra board topped with plastic laminate, plexiglass and Braille Core. N3c to be mounted to wall or door with double-sided tape. Refer to section details, materials list and specifications for complete construction and material information.



**Wall Mounted Sign Holder [N3c]  
with Letter Size opening**



**Typical Installation of Wall Mounted Sign Holder [N3c]**



## Wall Mounted Sign Holders [N3d]

### Intent:

Located at key areas in meetings rooms, and outside main offices. The sign holders are intended to accommodate standard paper signs that can be supplied and installed by the client. N3d lacks the access cutouts of the N3c and is to be used in situations where the paper inserts rarely need to be changed.

### Size:

Sign N3d can be ordered to accommodate the following paper sizes in both portrait and landscape format.

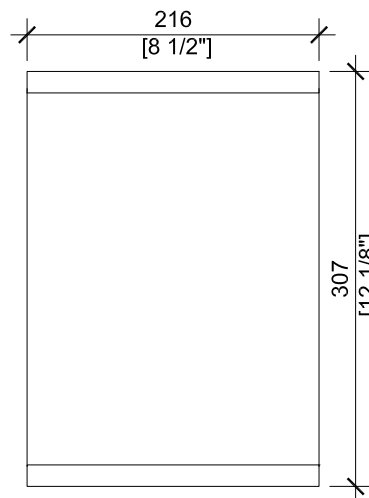
Letter [8.5" x 11"]

Legal [8.5" x 14"]

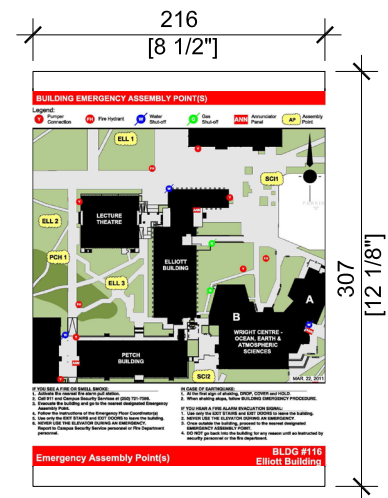
Tabloid [11" x 17"]

### General Sign Construction:

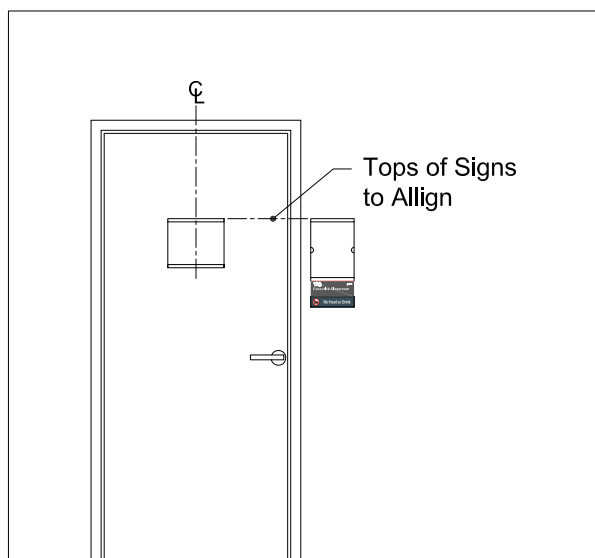
Consists of one layer of Sintra board topped with plastic laminate, plexiglass and Braille Core. N3d to be mounted to wall or door with double-sided tape. Refer to section details, materials list and specifications for complete construction and material information.



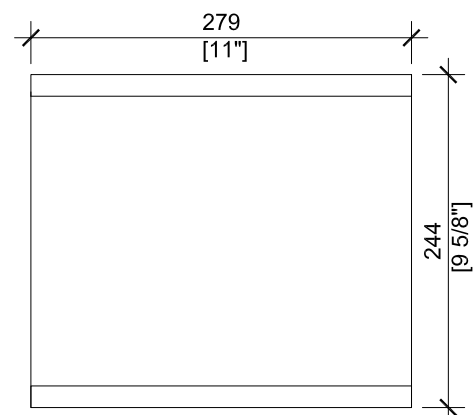
**Wall Mounted Sign Holder [N3d] with Portrait Letter Size opening**



**Wall Mounted Sign Holder [N3d] with Letter Size opening For Assembly Areas (supplied by FMGT). Typical installation beside or near Evacuation Plan E1 / E2**



*Installation of Horizontal N3d on Classroom Door*



**Wall Mounted Sign Holder [N3d] with Landscape Letter Size opening**

## Wall Mounted Sign Holders with Grey Header [N3f]

### Intent:

Located at key areas in classrooms. The sign holders are intended to accommodate standard paper signs that can be supplied and installed by the client. N3f lacks access cutouts and is to be used in situations where the paper inserts rarely need to be changed.

### Size:

Sign N3f can be ordered to accommodate the following paper sizes in both portrait and landscape format.

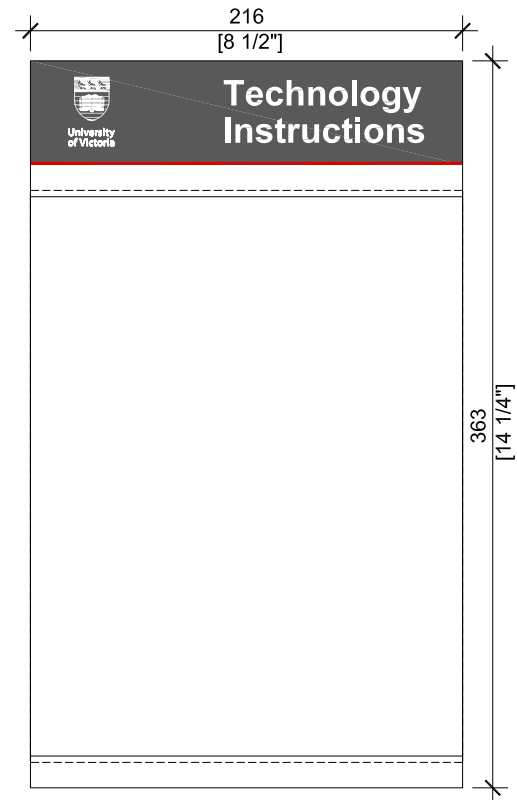
Letter [8.5" x 11"]

Legal [8.5" x 14"]

Tabloid [11" x 17"]

### General Sign Construction:

Consists of one layer of Sintra board topped with plastic laminate, Lamicoid with engraved Logo, plexiglass and Braille Core. N3f to be mounted to wall with double-sided tape. Refer to section details, materials list and specifications for complete construction and material information.



**Wall Mounted Sign Holder [N3f]  
with Letter Size opening**

## Suspended Sign Holders [N3h]

### Intent:

Located at key areas near building entrances. The sign holders are intended to accommodate standard paper signs that can be supplied and installed by the client. N3h is double-sided and accommodates two sheets of paper or one double-sided sheet.

### Size:

Sign N3h can be ordered to accommodate the following paper sizes in both portrait and landscape format.

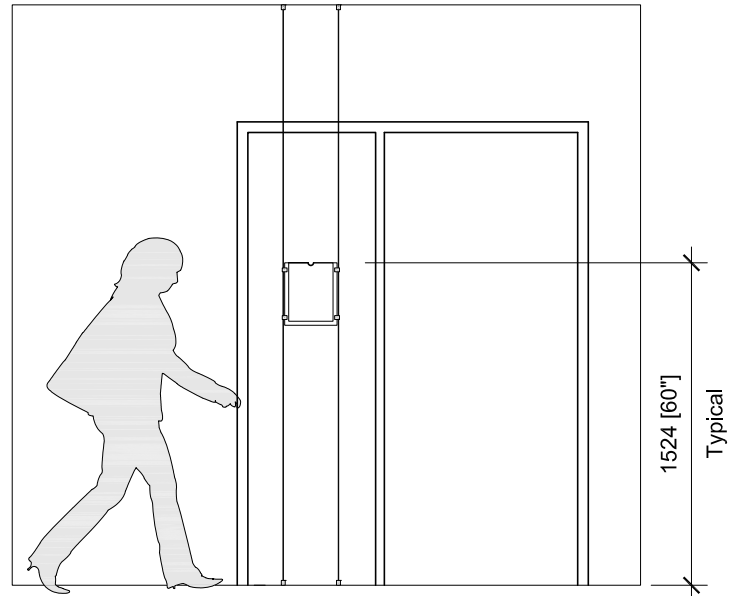
Letter [8.5" x 11"]

Legal [8.5" x 14"]

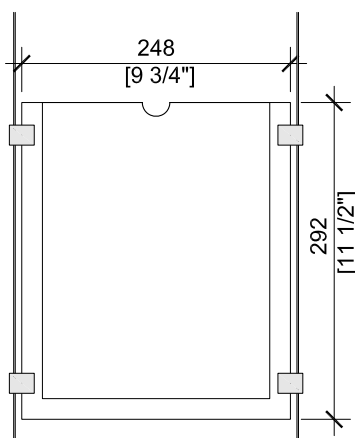
Tabloid [11" x 17"]

### General Sign Construction:

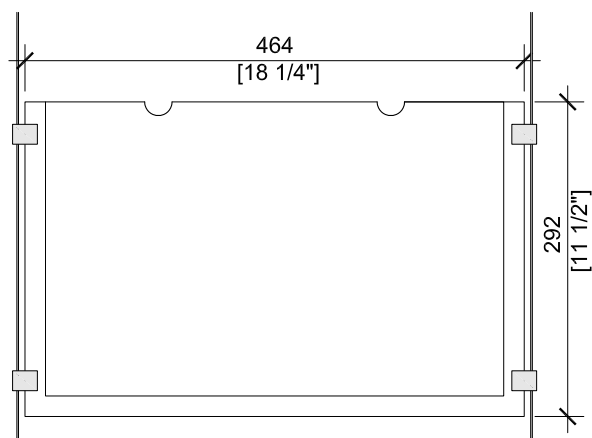
Consists of two layers of non-glare plexiglass, held together with Double-Sided Tape with strips of Braille Core on the sides and bottom. N3h is to be suspended from Mustang Floor to Ceiling Fixing Kits or Mustang Wall Mounted Swivel Kits. Refer to section details, materials list and specifications for complete construction and material information.



*Installation of Suspended Sign Holder [N3h] with Floor to Ceiling Fixing Kit*

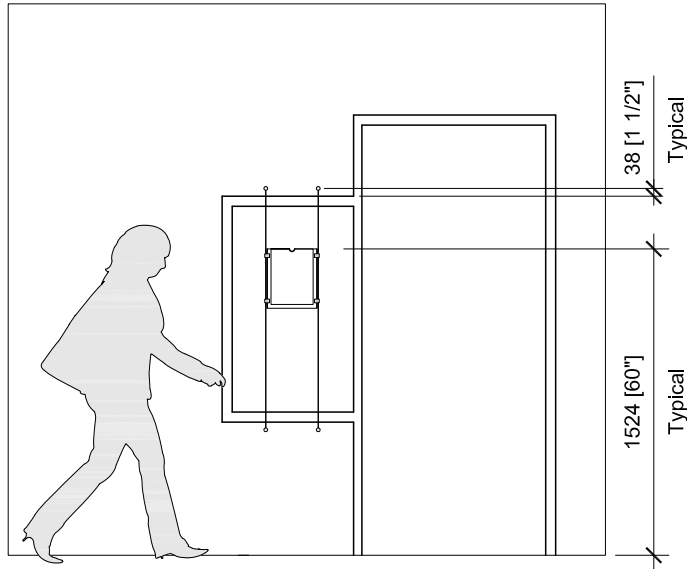


**Suspended Sign Holder [N3h] with Letter Size opening**



**Suspended Sign Holder [N3h] with Horizontal Tabloid Size opening - note that the holder contains two thumbholes to insert two letter-size sheets as needed**

## Suspended Sign Holders [N3h], Continued



*Installation of Suspended Sign Holder [N3h]  
with Wall Mounted Swivel Kit*

## Notice Reverse Plates [N3r]

**Intent:**

Located on clear glazing on the reverse side from notices.

**Size:**

N3r and N4r signs are to match the size of notice signs on reverse.

**General Sign Construction:**

Consists of one engraved Lamicoid panel adhered to glazing with double sided tape. Refer to section details, materials list and specifications for complete construction and material information.



## Lab Information Sign Holder [N4a, N4b, N4r]

### Intent:

Located at entry points to laboratory and other rooms containing hazardous materials or equipment. The sign holders are intended to accommodate standard paper signs that can be revised. The N4b is a secondary information holder which accommodate safety related signage as required. N4r is only used in locations where N4a is mounted on clear glazing.

### Size:

Signs N4a and N4b accommodate Tabloid [11" x 17"] paper in landscape format.

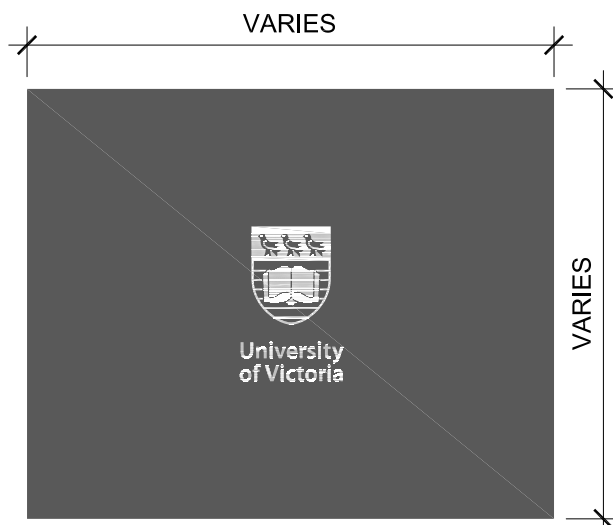
### General Sign Construction:

N4a and N4b consist of one layer of Sintra board topped with plastic foam tape, plexiglass and Braille Core, adhered to door with double-sided tape. N4a includes Lamicoid with engraved text over Plastic Laminate. N4r consists of an engraved Lamicoid panel. Paper signs are to be supplied and installed with consultation by UVic Occupational Health, Safety and Environment. Refer to details, materials list and specifications for complete construction and material information.

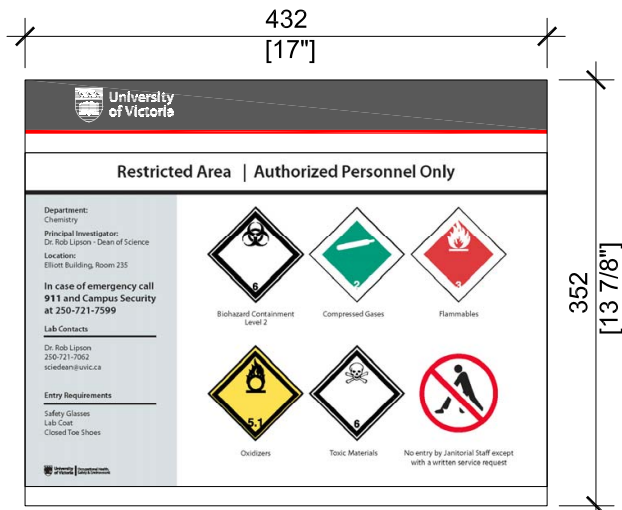
### Installation Notes:

In situations where doors may be propped open, install duplicate signs on interior faces of doors in order for signs to be visible whether doors are open or closed.

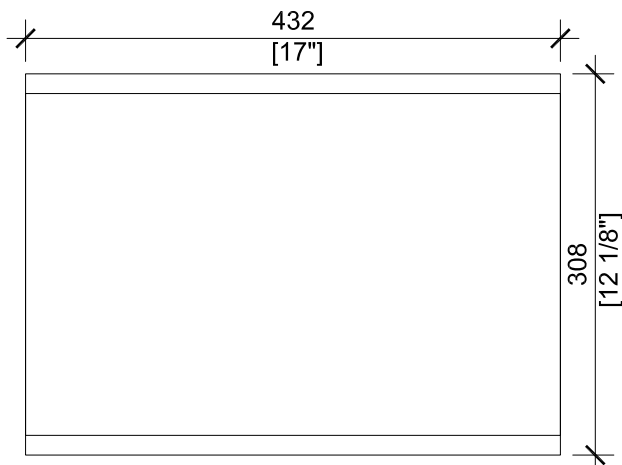
Confirm placement with UVic in all situations where glazing on doors affects sign locations.



**Lab Information Sign Holder Reverse Plate [N4r]**

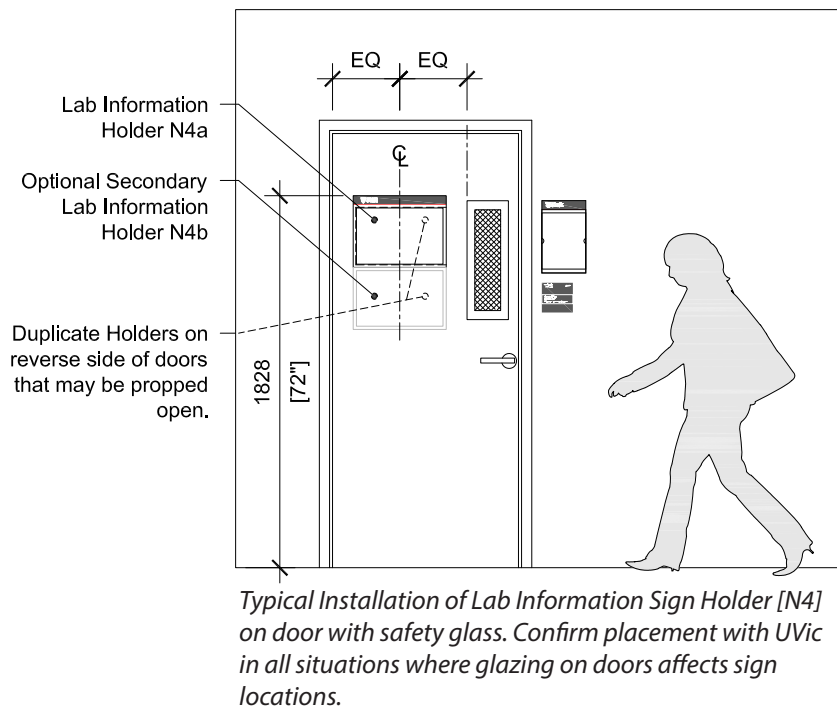
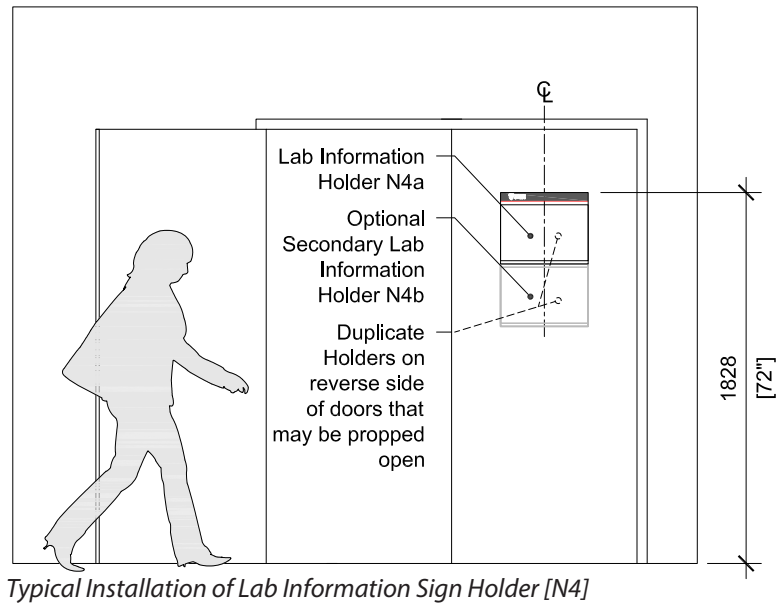


**Lab Information Sign Holder [N4a]**

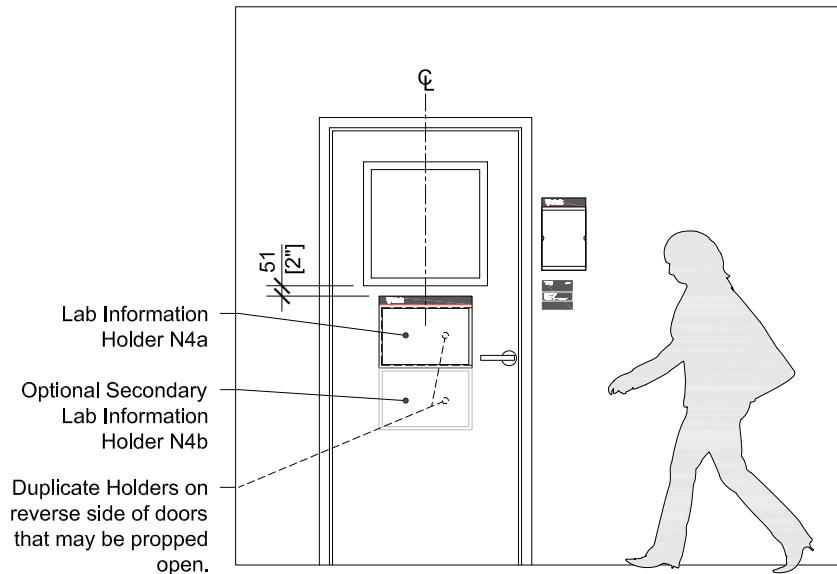


**Secondary Lab Information Sign Holder [N4b]**

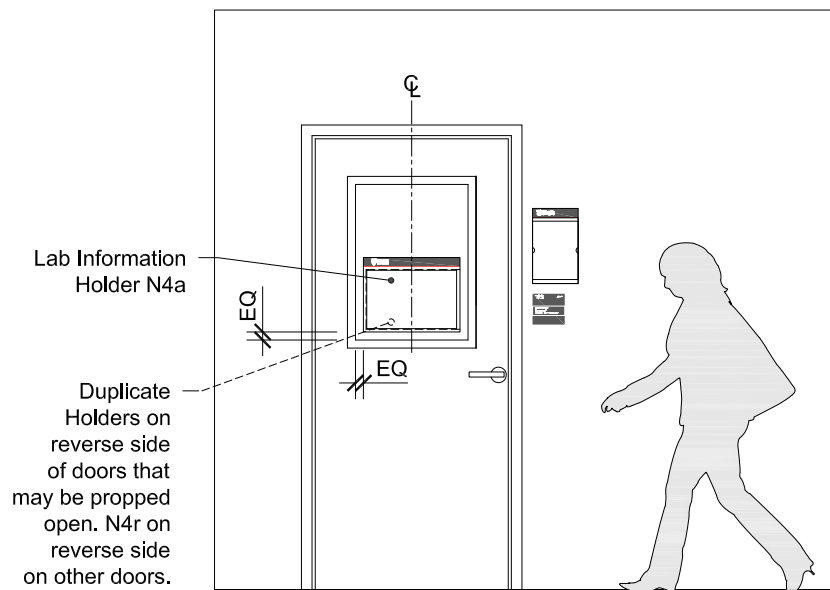
## Lab Information Sign Holder [N4], continued



## Lab Information Sign Holder [N4], continued



*Typical Installation of Lab Information Sign Holder [N4] on door with square glazing. Confirm placement with UVic in all situations where glazing on doors affects sign locations.*



*Typical Installation of Lab Information Sign Holder [N4] on door with rectangular glazing. Confirm placement with UVic in all situations where glazing on doors affects sign locations.*



## Joint Local Safety Committee Sign [N5]

### Intent:

The Joint Local Safety Committee Signs are intended to accommodate posting of meeting minutes and other safety related information. To be located with input from Local Safety Committee.

### Size:

445mm x 838mm  
[17 1/2" x 33"]

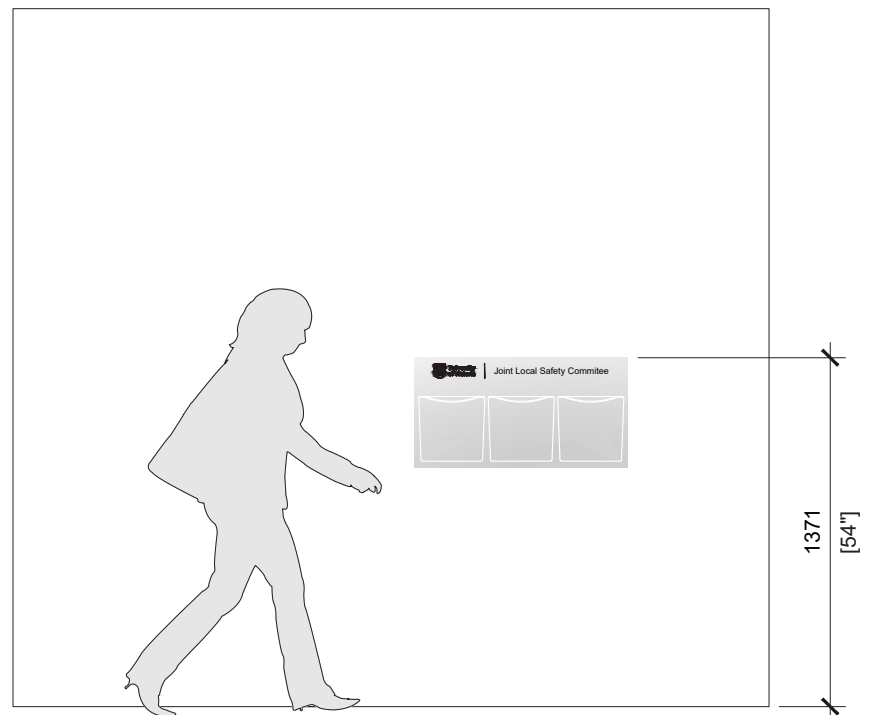
### General Sign

#### Construction:

Sign constructed of a 1/2" G1S plywood backer with one continuous layer of plastic laminate adhered to the surface, top, bottom and sides. Vinyl decals and an acrylic magazine holders are applied on top of the plastic laminate. Refer to section details, materials list and specifications for complete construction and material information.



**Joint Local Safety Committee Sign [N5]**



**Installation of Joint Local Safety Committee Sign [N5]**

## Emergency Procedures Signs [N5c]

### Intent:

The Emergency Procedures Signs are intended to accommodate posting of Campus Evacuation Maps and Emergency Procedure Information. N5c signs are designed with two letter-sized and two legal sized holders. One sign is typically located on each floor of buildings, close to major entry points.

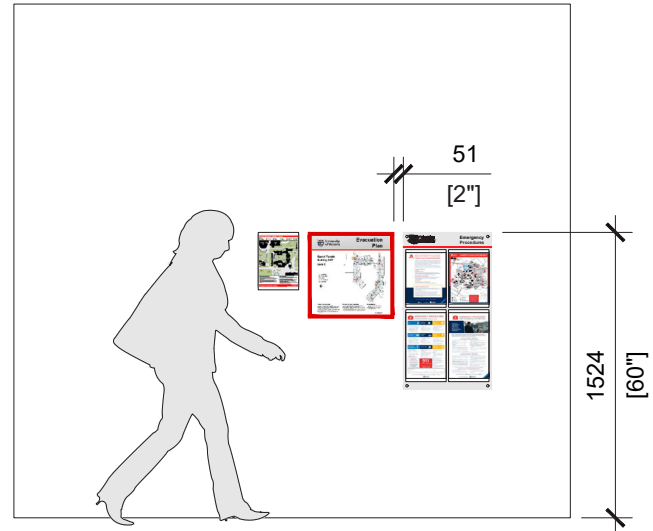
N5c signs are not to be used in Residences. In residences, letter- and legal- size N2 signs are to be used where an N5c sign would normally be located.

### Size:

457mm x 813mm [18"x 32"]

### General Sign Construction:

Sign constructed of a Silver Plastic Laminate mounted on Aluminum Composite. Vinyl decals and N5c holders are applied on top of the sign. Consultant shall allow provision for Major Earthquake, Campus Evacuation Map and Emergency Procedures posters via holders, sleeves, etc. UVic Emergency Planning shall insert Major Earthquake, Campus Evacuation Map and Emergency Procedures posters. Refer to section details, materials list and specifications for complete construction and material information.



*Installation of Safety Information Sign [N5c] shown beside Evacuation Plan Holder [E1] and Wall-Mounted Sign Holder [N3d] with Emergency Assembly Point Plan*



*Safety Information Sign with Holders [N5c] shown with posters*

## Restricted Access Notices [N6a - N6r]

### Intent:

Located at key areas to provide access, alarm and video surveillance information and door information. Where appropriate, logos shall be consistent with CAN/CSA-Z321-96 Signs and Symbols for the Workplace.

### Size:

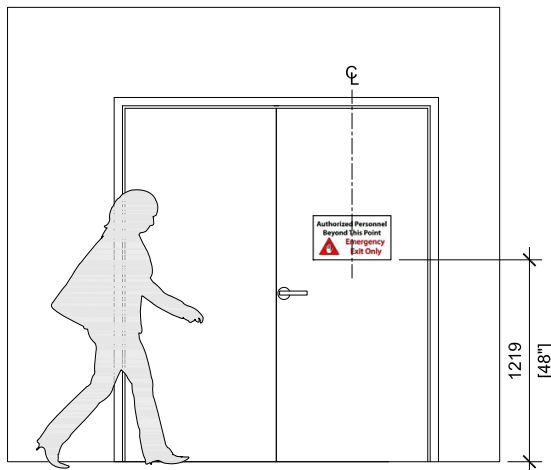
N6a, N6d, N6e, N6f, N6g, N6k, N6l, N6m, N6n, N6r	457mm x 203mm [18" x 8"]
N6b, N6h, N6p, N6q	457mm x 254mm [18" x 10"]
N6c	457mm x 229mm [18" x 9"]

### General Sign Construction:

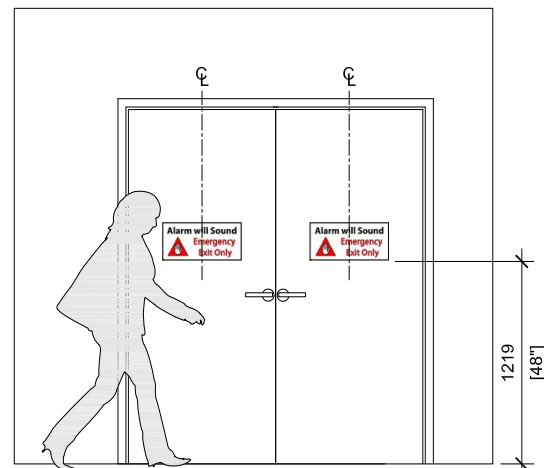
Consists of a sheet of non-glare acrylic/plexi with a vinyl decal reverse printed, and applied to the back of the plexi. A second layer of white vinyl is applied after the graphic, so the sign is opaque. Mount on layer of plywood where the sign is to be mounted on rough surfaces.

### Installation:

On doors as directed by UVic.



Installation of Restricted Access Notice [N6b]  
on single leaf.



Installation of Alarm Notice [N6a]  
on double doors.

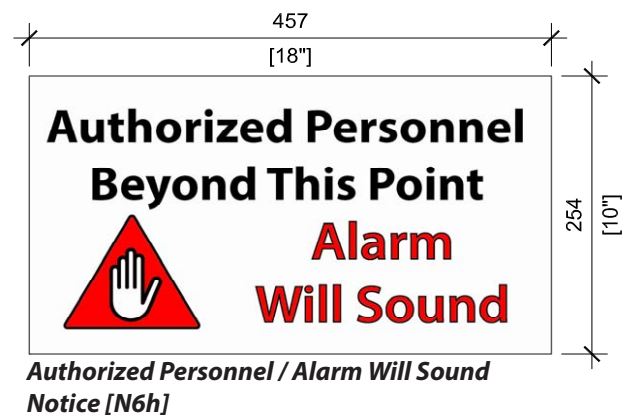


Alarm Notice [N6a]



Restricted Access Notice [N6b]

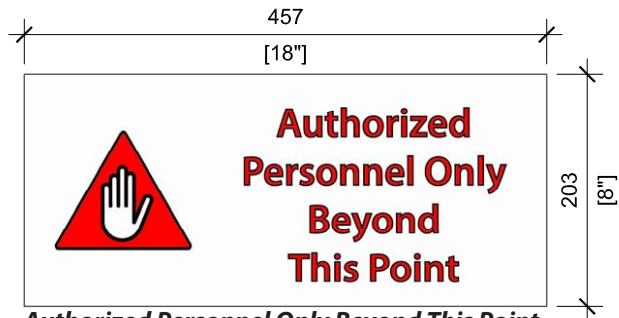
Restricted Access Notices [N6a - N6r] cont.



Restricted Access Notices [N6a - N6r] cont.



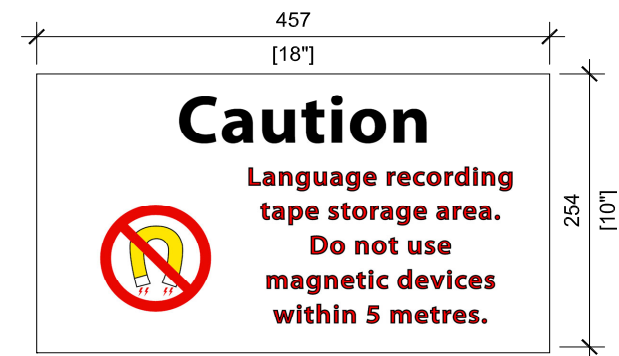
*Keep Door Closed Notice [N6m]*



*Authorized Personnel Only Beyond This Point Notice [N6n]*



*Restricted Access / Authorized Personnel Only Notice [N6p]*



*Language recording tape storage area Notice [N6q]*



*No Exit / Restricted Access Notice [N6r]*

## Emergency Information Notices [N7]

### Intent:

Located in conspicuous locations in all washrooms. Where appropriate, logos shall be consistent with CAN/CSA-Z321-96 Signs and Symbols for the Workplace. To be installed as indicated on plans.

### Size:

216mm x 279mm [8.5" x 11"]

### General Sign Construction:

Consists of a sheet of non-glare acrylic/plexi with a vinyl decal reverse printed, and applied to the back of the plexi. A second layer of white vinyl is applied after the graphic, so the sign is opaque. Mount on layer of plywood where the sign is to be mounted on rough surfaces.

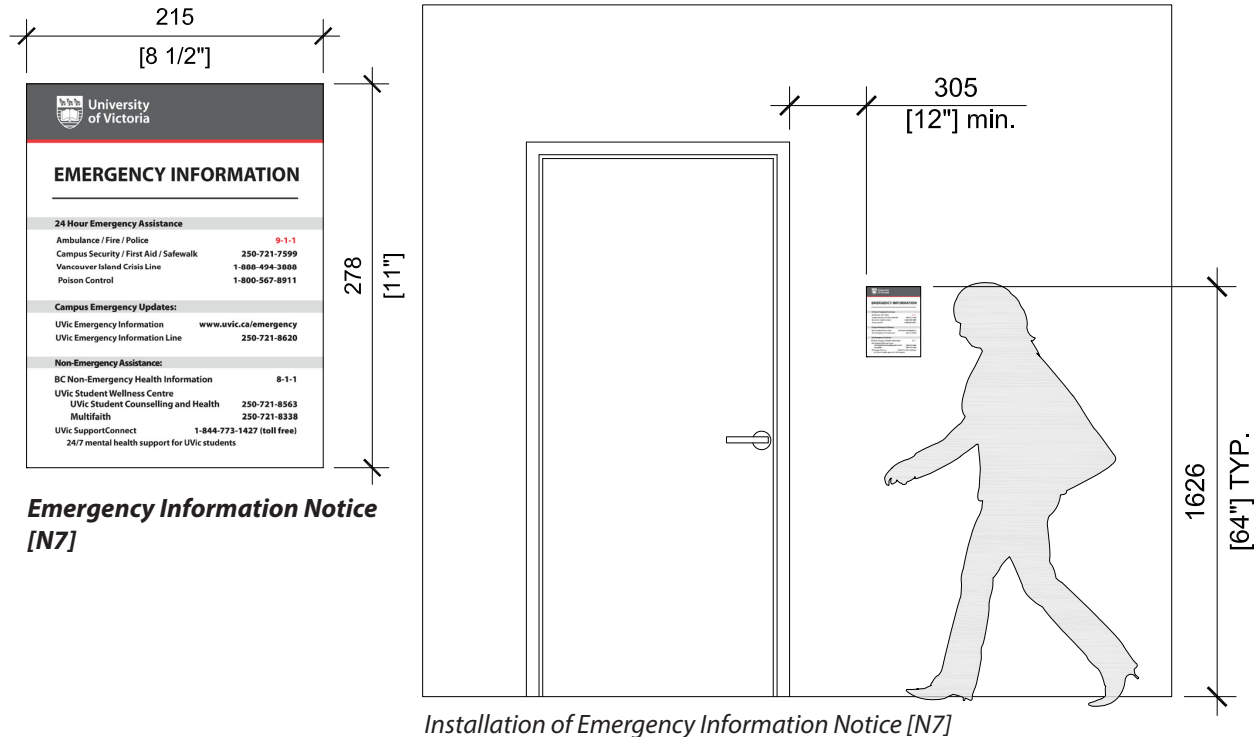
### Installation:

To be located in all washrooms, normally located near the washroom exit. All locations to be confirmed by UVic.

### Colors:

Pantone 425C

Pantone 185C



## Closed Circuit Television Notices and Video Camera Signs [N8a, N8b, N8c, N8g]

### Intent:

Located inside and outside areas monitored by closed circuit television or rooms with live video cameras. These signs describe the type of surveillance or recording occurring in these areas.

### Size:

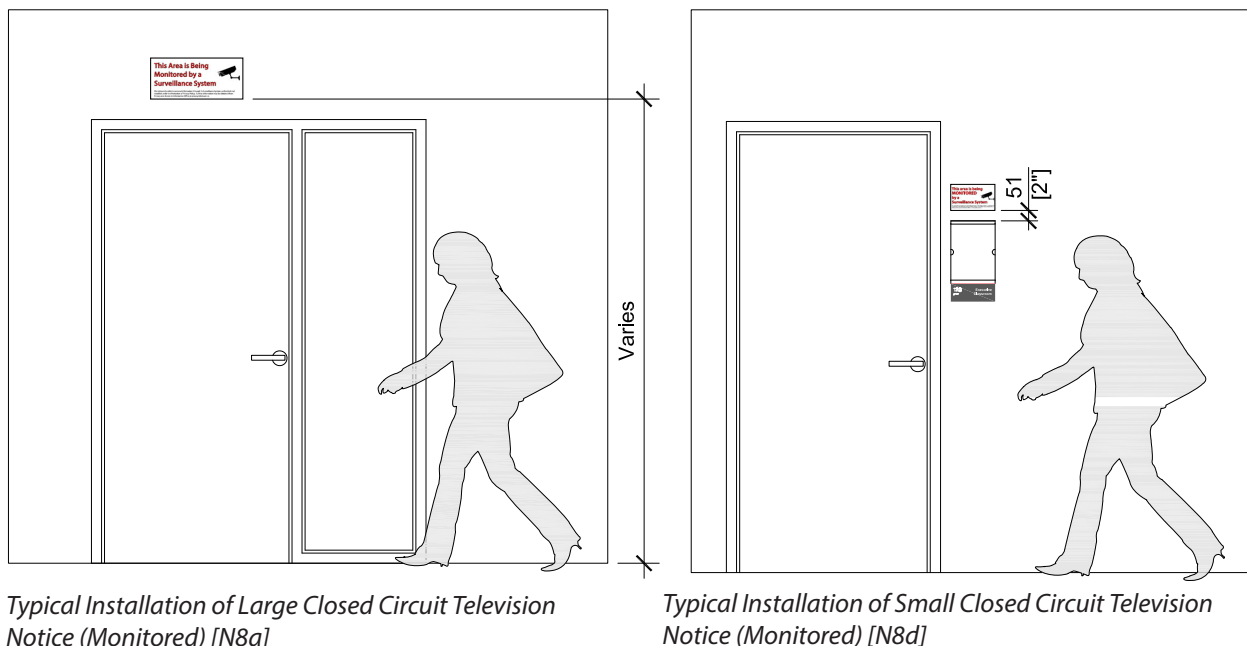
N8a1, N8b1, N8c1	457mm x 203mm [18" x 8"]
N8a2, N8b2, N8c2	304mm x 154mm [12" x 6"]
N8a3, N8b3, N8c3, N8g	216mm x 127mm [8 1/2" x 5"]

### General Sign Construction:

Consists of a sheet of non-glare acrylic/plexi with a vinyl decal reverse printed, and applied to the back of the plexi. A second layer of white vinyl is applied after the graphic, so the sign is opaque. Mount on layer of plywood where the sign is to be mounted on rough surfaces.

### Installation:

As directed by UVic. N8a, N8b & N8c signs are normally placed above entrances to monitored areas. N8d, N8e, N8f & N8g signs are placed above Door ID signs or along corridors of monitored areas.

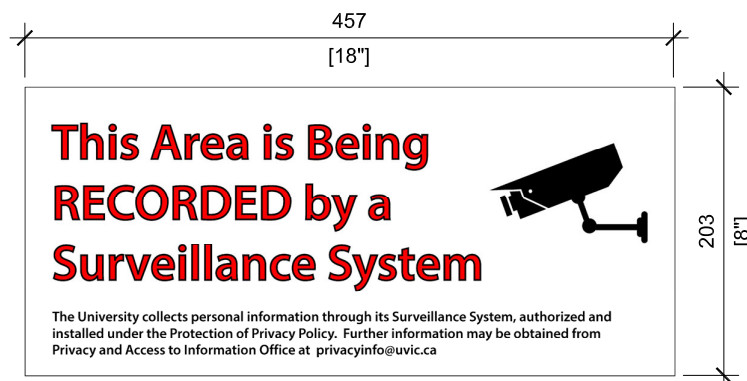




## Closed Circuit Television Notices and Video Camera Signs [N8a, N8b, N8c, N8d, N8e, N8f, N8g], Continued



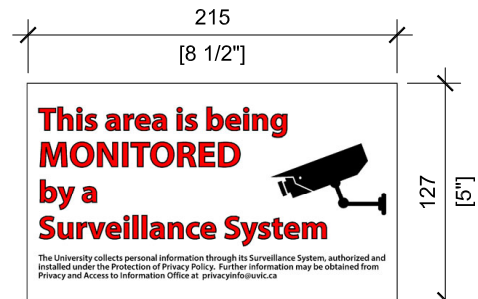
**Large Closed Circuit Television Notice (Monitored) [N8a]**



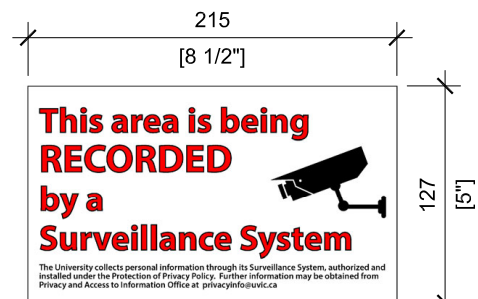
**Large Closed Circuit Television Notice (Recorded) [N8b]**



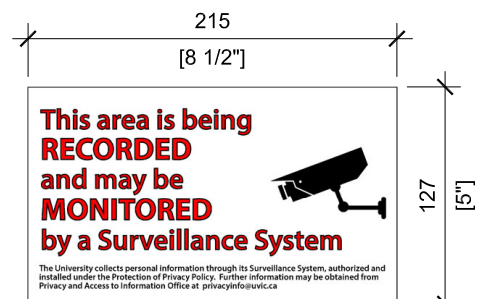
**Large Closed Circuit Television Notice (Recorded and Monitored) [N8c]**



**Small Closed Circuit Television Notice (Monitored) [N8d]**



**Small Closed Circuit Television Notice (Recorded) [N8e]**



**Small Closed Circuit Television Notice (Recorded and Monitored) [N8f]**



**Live Video Camera Sign [N8g]**



## Emergency Eyewash / Shower Signs [N10a, N10b, N10c]

### Intent:

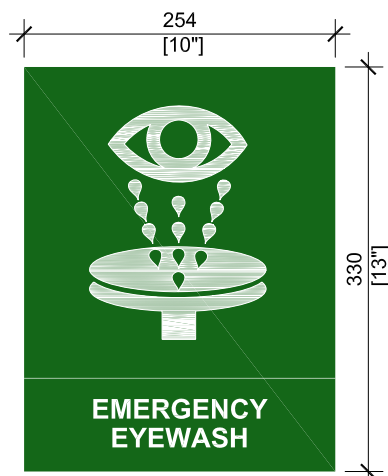
Located on walls near emergency showers and/or eyewash stations and on doors on rooms containing emergency showers and/or eyewash stations.

### Size:

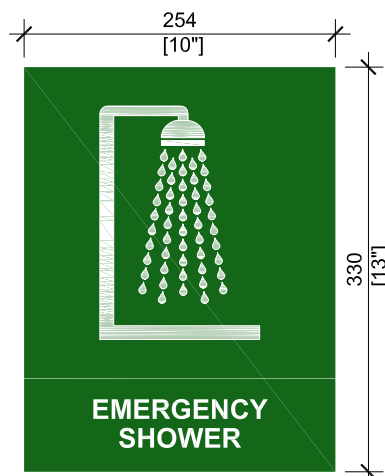
203mm x 330mm [10" x 13"]

### General Sign Construction:

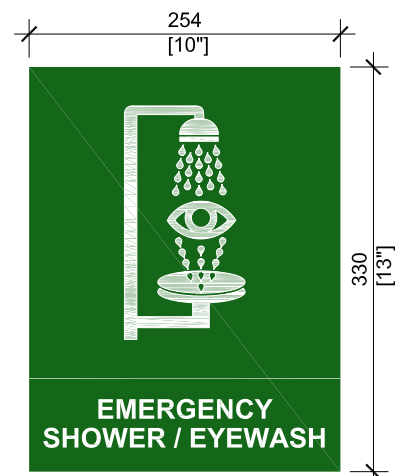
One engraved Lamicoid panel (3d) with 30 degree beveled edges, all four sides, adhered to door surface with double sided adhesive (20). Digital files of the logos to be supplied by UVic. Refer to section details, materials list and specifications for complete construction and material information.



**Emergency Eyewash Station Sign [N10a]**

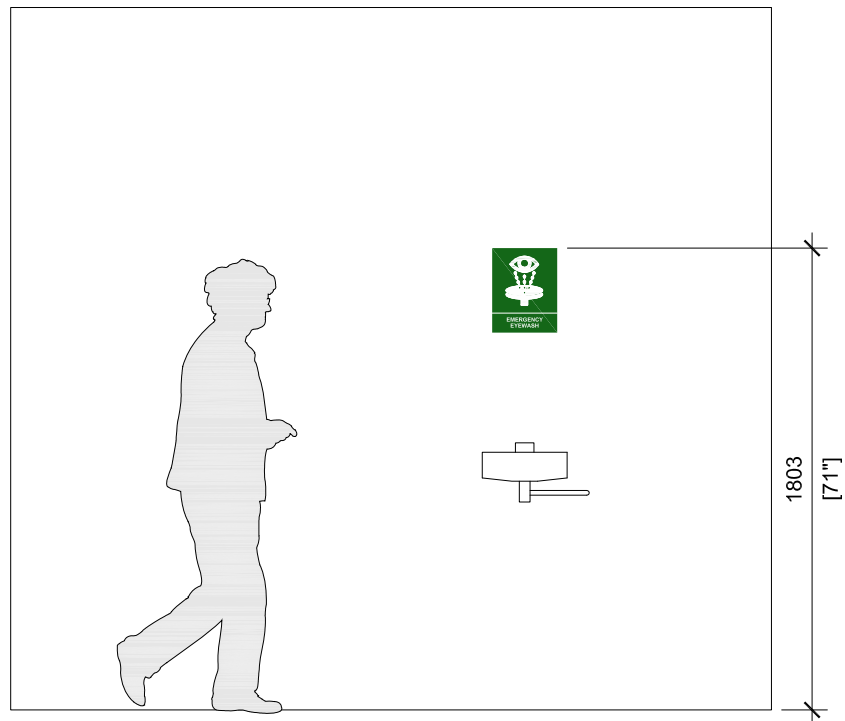


**Emergency Shower Sign [N10b]**



**Emergency Shower / Eyewash Station Sign [N10c]**

**Emergency Eyewash / Shower Signs [N10a, N10b, N10c] cont.**



Installation of Emergency Eyewash Station Sign [N10a] in Corridor



Installation of Emergency Shower / Eyewash Station Sign [N10c] on Door

## Emergency Eyewash / Shower Projecting Signs [NP1a, NP1b, NP1c, NP1a-45, NP1b-45, NP1c-45, NP1d, NP1e, NP1f]

### Intent:

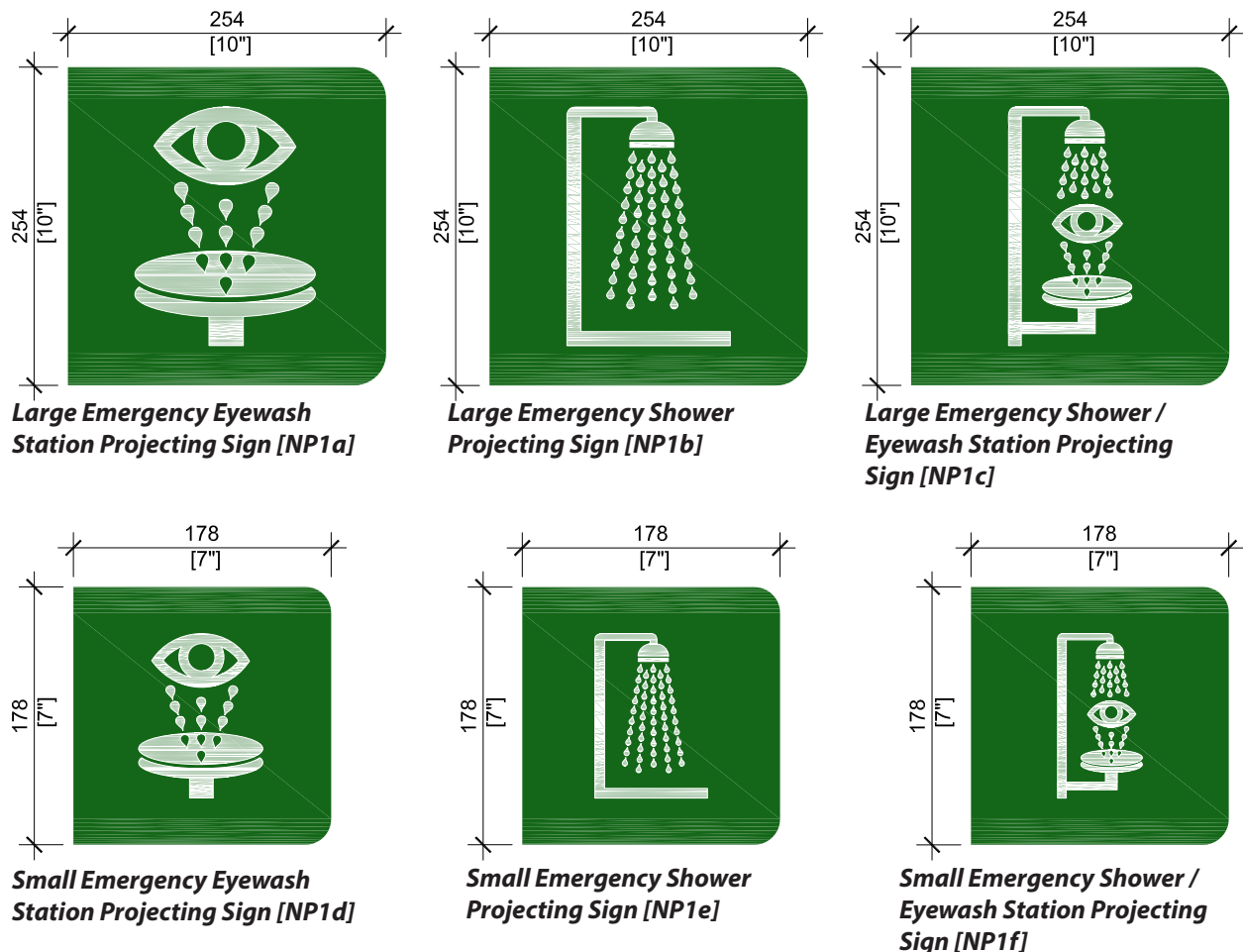
Located on walls near emergency showers and/or eyewash stations and on doors on rooms containing emergency showers and/or eyewash stations. The large signs (NP1a, NP1b, NP1c) are to be used unless ceiling clearance is limited. In that case, the smaller signs are to be used.

### Size:

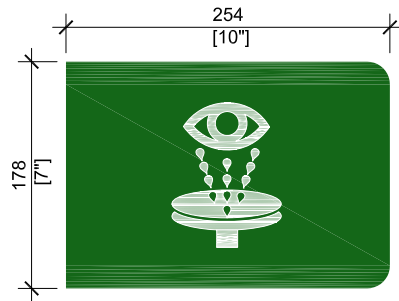
NP1a, NP1b, NP1c, NP1a-45, NP1b-45, NP1c-45:	254mm x 254mm [10" x 10"]
NP1d, NP1e, NP1f:	178mm x 178mm [7" x 7"]
NP1a-45, NP1b-45, NP1c-45:	254mm x 178mm [10" x 7"]

### General Sign Construction:

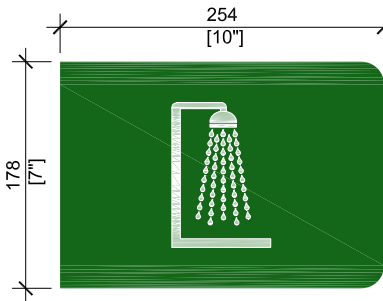
Mustang Aluminum Shelf Standoffs with Aluminum Composite Panel with engraved Lamicoid panels on either side where mounted perpendicular to wall. Aluminum mounting bracket with engraved Lamicoid panels on either side where mounted at angle. Where the sign is mounted on a corner or in a special situation, the bracket is constructed to conform to the walls. Digital files of the logos to be supplied by UVic. Refer to section details, materials list and specifications for complete construction and material information.



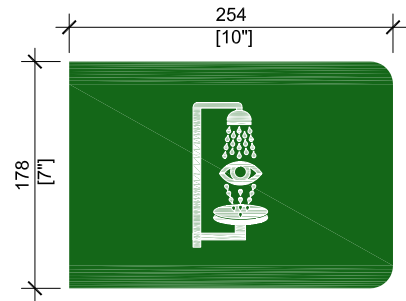
**Projecting Emergency Eyewash / Shower Signs [NP1a, NP1b, NP1c] cont.**



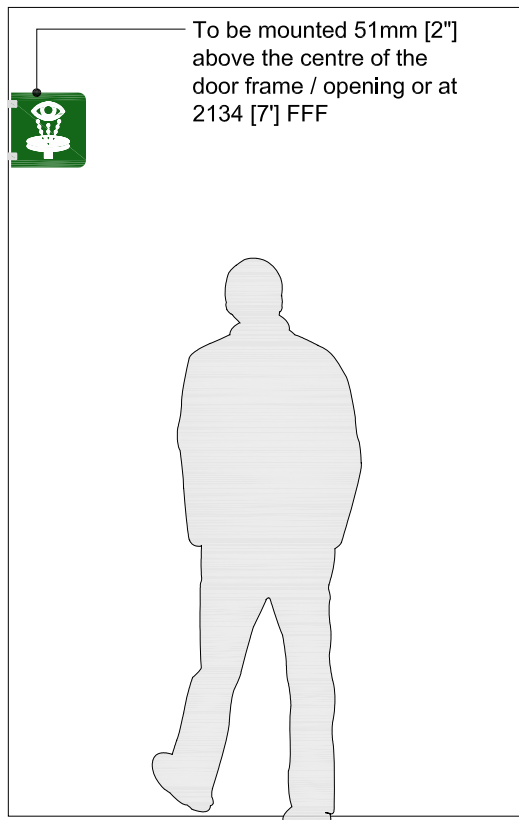
**45° angle Small Emergency Eyewash Station Projecting Sign [NP1d-45]**



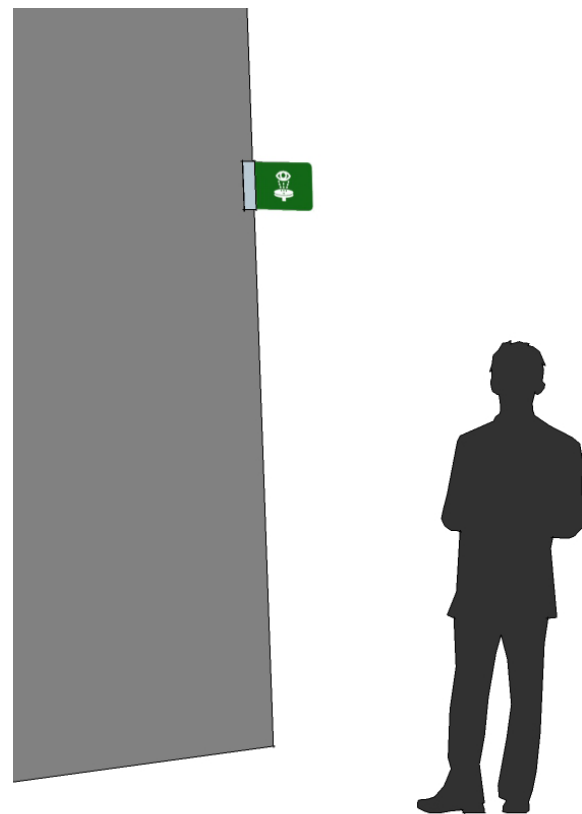
**45° angle Small Emergency Shower Projecting Sign [NP1e-45]**



**45° angle Small Emergency Shower / Eyewash Station Projecting Sign [NP1f-45]**



*Installation of Large Projecting Emergency Eyewash Station Sign [NP1a] perpendicular to wall*



*Installation of Small Projecting Emergency Eyewash Station Sign [NP1d-45] on a corner. Note that 178mm wide signs are extended to 254mm on corners to make them more visible.*

## Stairwell Sign [S1, S1r]

### Intent:

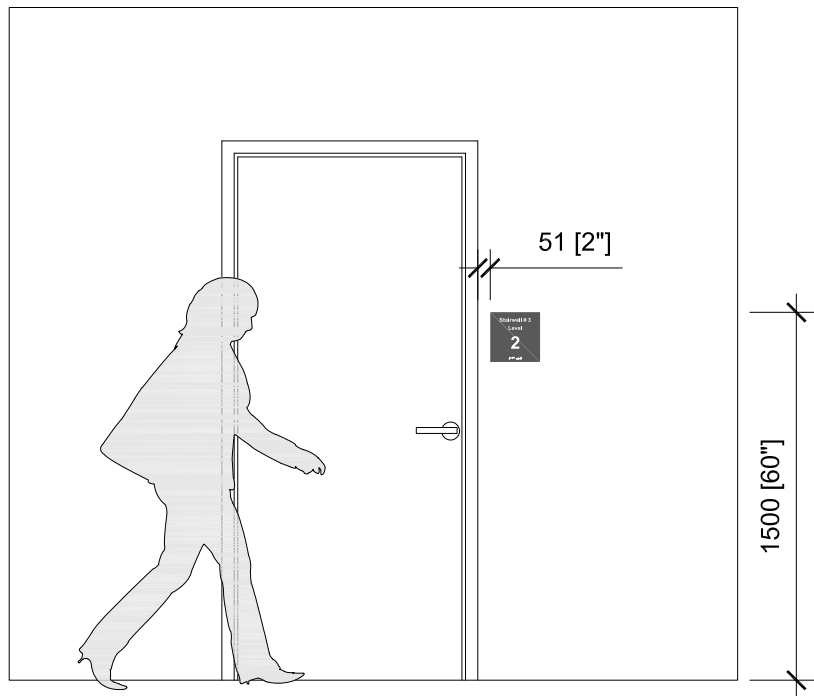
Stairwell Signs are to be installed at each level both outside and inside stairwells. These signs are required by code and include a tactile level number and braille.

### Size:

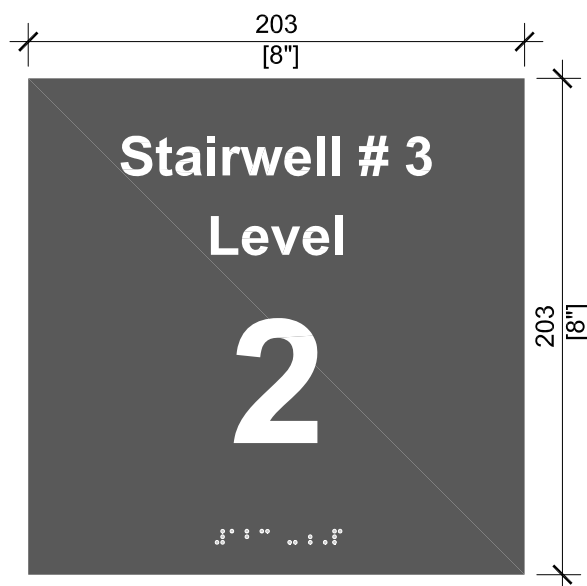
203mm x 203mm [8" x 8"]

### General Sign Construction:

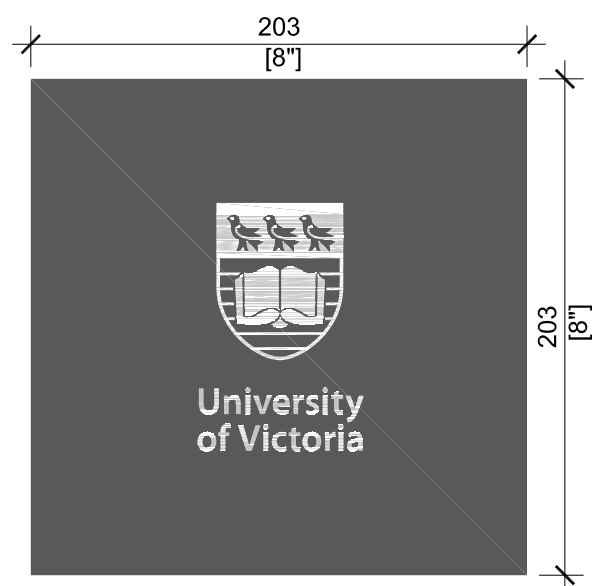
S1 Consists of one layer of Lamicaid adhered to wall or glass with double sided tape. Embossed Lamicaid level number is to be ADA compliant, true and tactile. The braille raster balls shall show stairwell number and level number, shall be grade two braille, lower case only and numerals shall always have the Braille 'number follows' character before them. S1r Consists of one layer of Lamicaid adhered to glass with double sided tape - see note on S1r placement on following page. Refer to section details, materials list and specifications for complete construction and material information.



Installation of Stairwell Signs at entry on opaque walls



Stairwell Sign [S1]

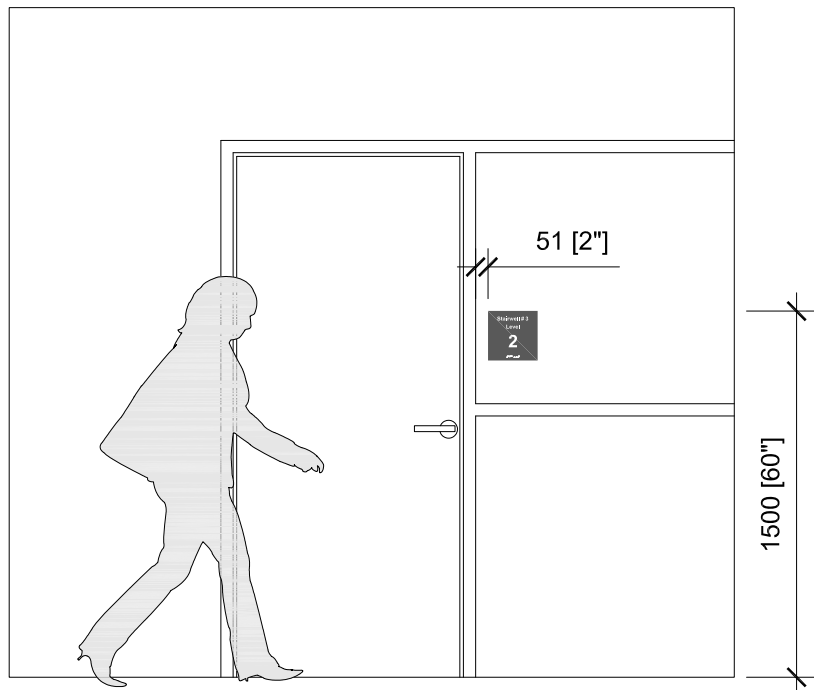


Stairwell Blank Plate [S1r]

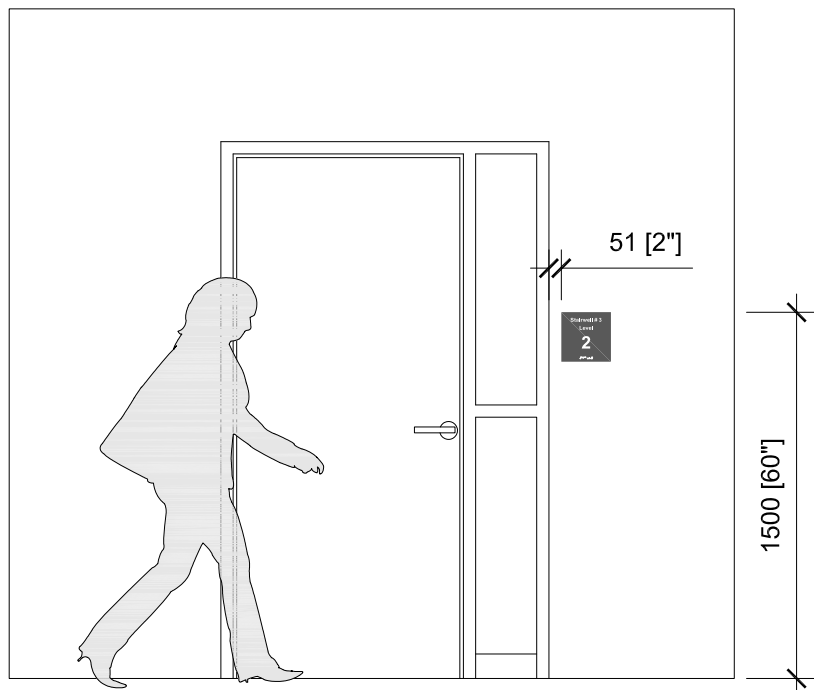


**Note:**

When mounting on glass, mount an S1 on the opposite side of the glass in order to conceal tape. Alternately, mount an S1r on the opposite side S1 signs inside or outside the stairwell are not located opposite one another.



*Installation of Stairwell Signs at entry with glazing measuring greater than 300mm*



*Installation of Stairwell Signs at entry with sidelight measuring less than 300mm*

## Stairwell Wayfinding Sign [S2, S2r]

### Intent:

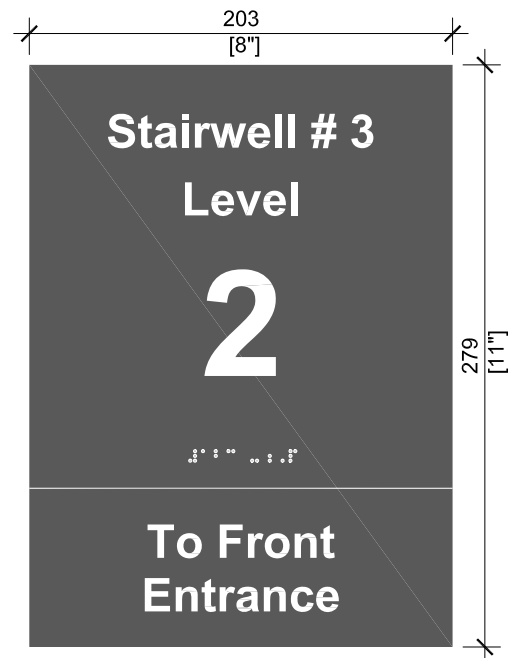
Stairwell Wayfinding Signs are to be installed outside stairwells. Stairwell signs are required by code and include a tactile level number and braille. These signs are used in place of S1 signs in locations where it is necessary to include basic wayfinding information but it is difficult to add additional signage.

### Size:

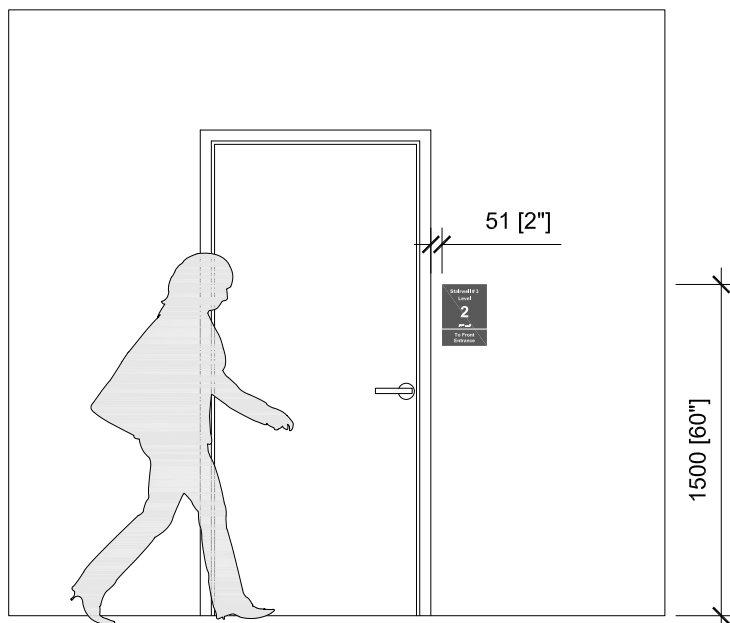
203mm x 279mm [8" x 11"]

### General Sign Construction:

S2 Consists of one layer of Lamicoid adhered to wall or glass with double sided tape. Embossed Lamicoid level number is to be ADA compliant, true and tactile. The braille raster balls shall show stairwell number and level number, shall be grade two braille, lower case only and numerals shall always have the Braille 'number follows' character before them. S2r Consists of one layer of Lamicoid adhered to glass with double sided tape - see note on S2r placement on following page. Refer to section details, materials list and specifications for complete construction and material information.



*Stairwell Wayfinding Sign [S2]*



*Installation of Stairwell Wayfinding Signs at entry on opaque walls*

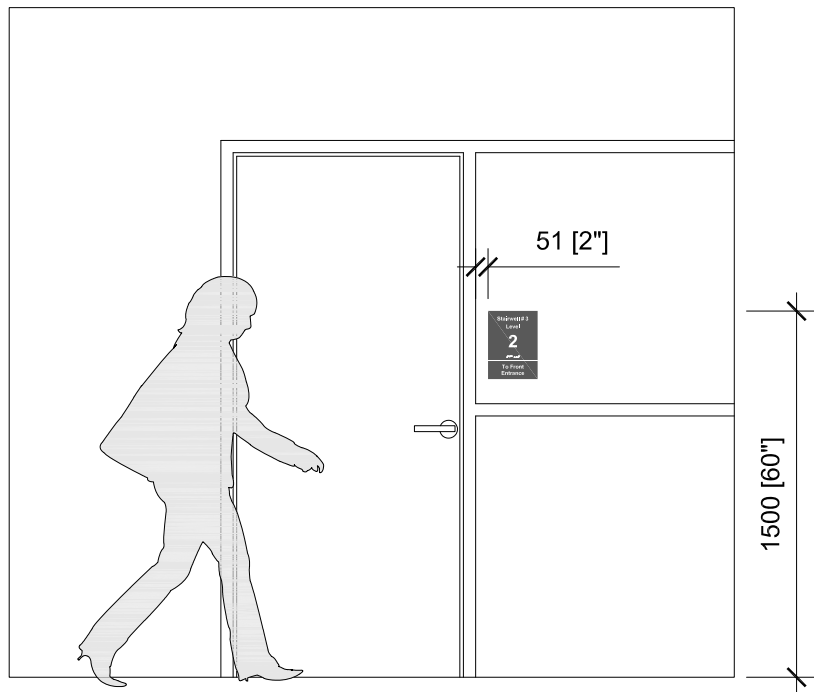


*Stairwell Wayfinding Blank Plate [S2r]*

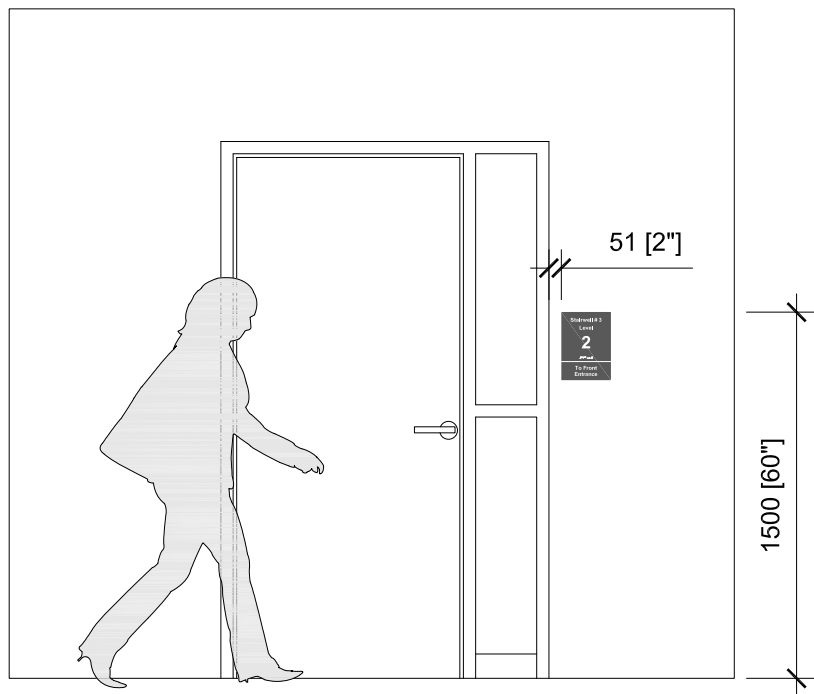


**Note:**

When mounting on glass, mount an S2 on the opposite side of the glass in order to conceal tape. Alternately, mount an S2r on the opposite side S2 signs inside or outside the stairwell are not located opposite one another.



**Installation of Stairwell Wayfinding Signs at entry with glazing measuring greater than 300mm**



**Installation of Stairwell Wayfinding Signs at entry with sidelight measuring less than 300mm**



## Stairwell / Elevator Graphic Signs [S3, S4]

### Intent:

Stairwell / Elevator Signs are to be installed outside stairwells and elevators in locations where it is difficult to install Projecting Signs.

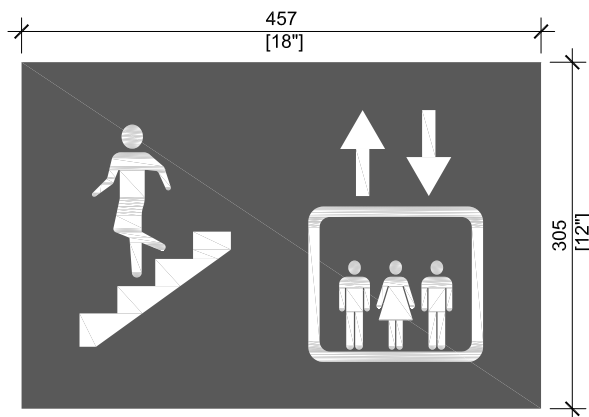
### Size:

S3 457mm x 305mm [18" x 12"]

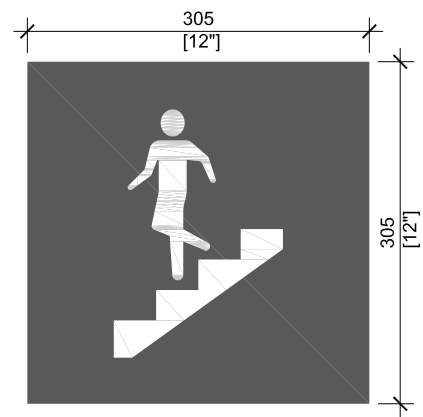
S4 305mm x 305mm [12" x 12"]

### General Sign Construction:

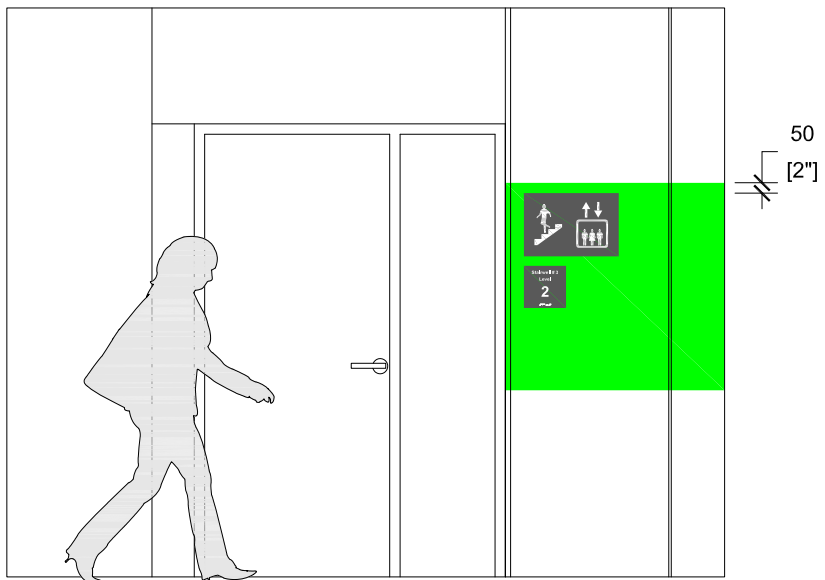
Consists of one engraved Lamicoid panel adhered to wall with double sided tape. Refer to section details, materials list and specifications for complete construction and material information.



**Stairwell / Elevator Graphic Sign [S3]**



**Stairwell Graphic Sign [S4]**



**Installation of Stairwell / Elevator Graphic Sign [S3], shown above S1**

## Stairwell No Exit Signs [S5]

### Intent:

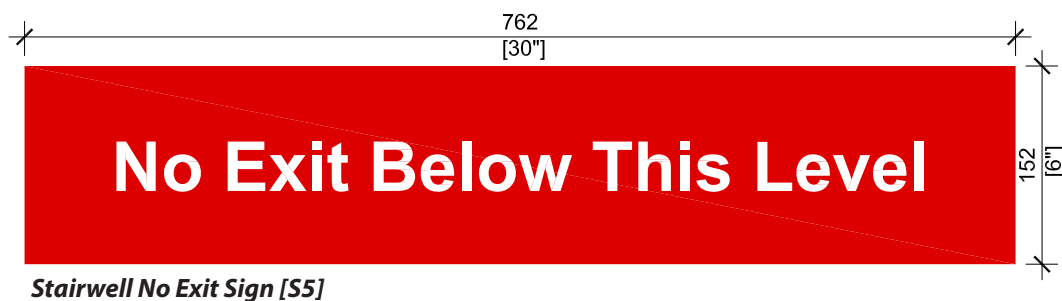
Stairwell No Exit Signs are to be installed in stairwells that lead down to levels without exits. To be installed at centre line of stairwell heading down.

### Size:

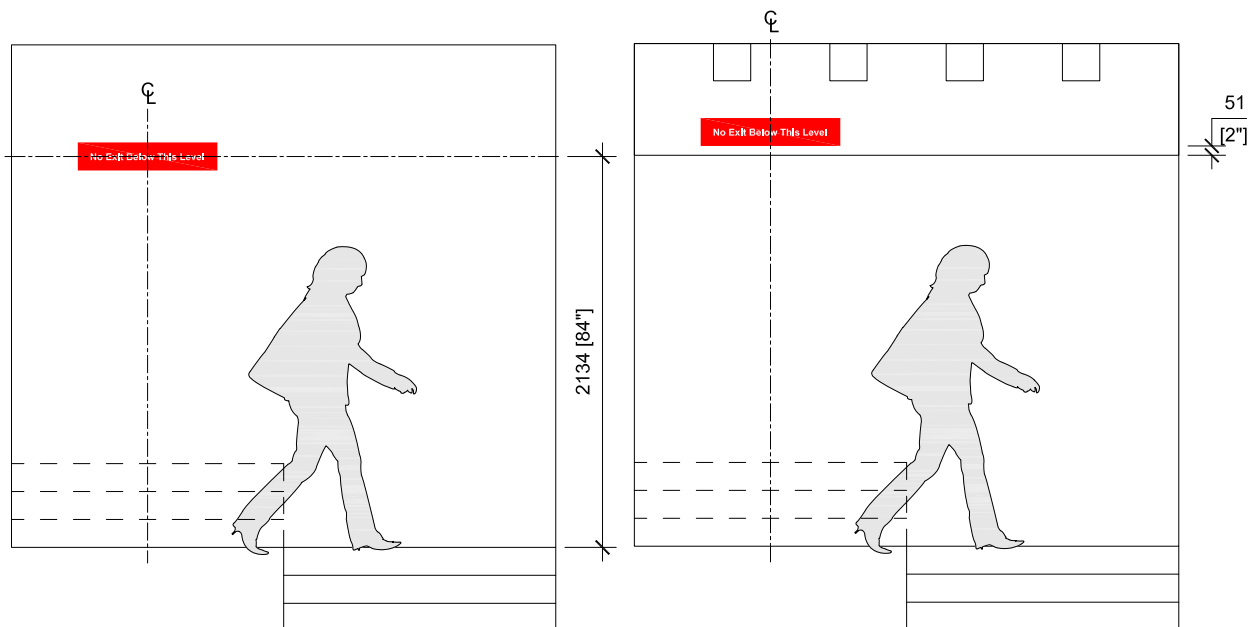
S5 762mm x 152mm [30" x 6"]

### General Sign Construction:

Consists of one engraved Lamicoid panel adhered to wall with double sided tape. Refer to section details, materials list and specifications for complete construction and material information.



*Stairwell No Exit Sign [S5]*



*Installation of Stairwell No Exit Sign [S5], shown on flush wall*

*Installation of Stairwell No Exit Sign [S5], shown on beam*



## Stairwell No Storage Signs [S6]

### Intent:

Stairwell No Storage Signs are to be installed in stairwells as directed by UVic.

### Size:

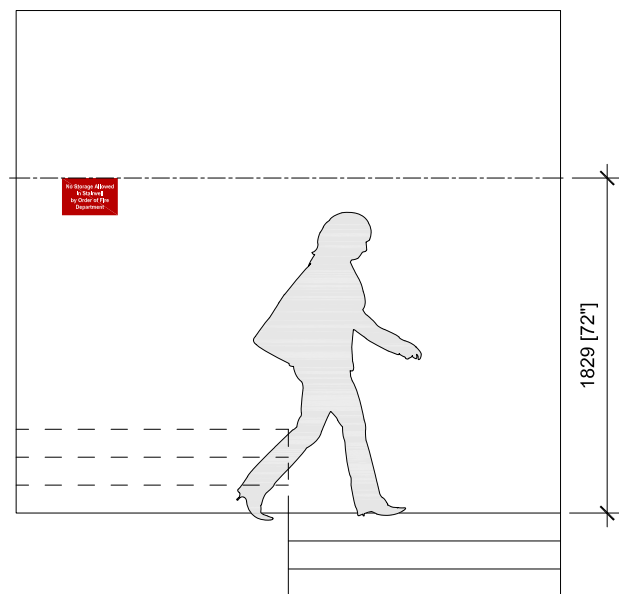
S6 305mm x 203mm [12" x 8"]

### General Sign Construction:

Consists of one engraved Lamicoid panel adhered to wall with double sided tape. Refer to section details, materials list and specifications for complete construction and material information.

### Installation:

To be mounted at 1829mm [6'-0"] as directed by UVic.





## Stairwell Roof Access Signs [S7]

### Intent:

Stairwell Roof Access Only are to be installed in stairwells as directed by UVic.

### Size:

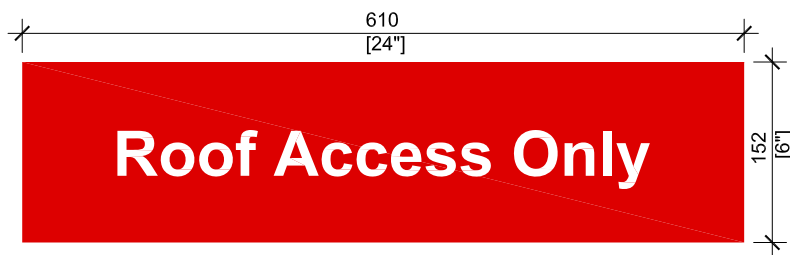
591mm x 152mm [23 1/4" x 6"]

### General Sign Construction:

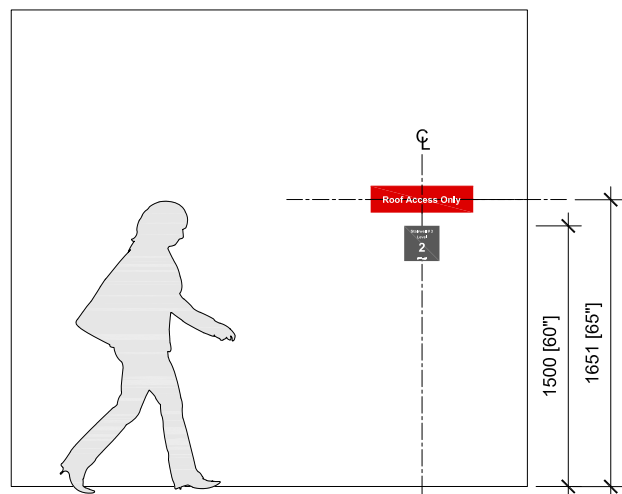
Consists of one engraved Lamicoïd panel adhered to wall with double sided tape. Refer to section details, materials list and specifications for complete construction and material information.

### Installation:

To be mounted at 1651mm [5'-5"] or as directed by UVic.



*Stairwell Roof Access Only Sign [S7]*



*Installation of Stairwell Roof Access Only Sign [S7]*

## Elevator In Case of Emergency Signs [S8]

### Intent:

Elevator In Case of Emergency Signs are to be installed on the exterior of elevators beside controls.

### Size:

203mm x 203mm [8" x 8"]

### General Sign Construction:

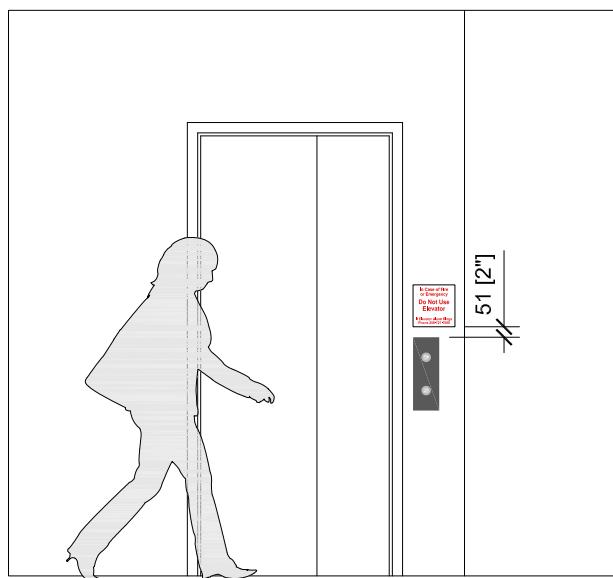
Consists of one engraved Lamicoid panel adhered to wall with double sided tape. Refer to section details, materials list and specifications for complete construction and material information.



**Elevator In Case of Emergency Sign [S8]**



**Typical Installation of Elevator In Case of Emergency Sign [S8]**



**Alternative Installation of Elevator In Case of Emergency Sign [S8]**

## Area of Refuge Signs [S9]

### Intent:

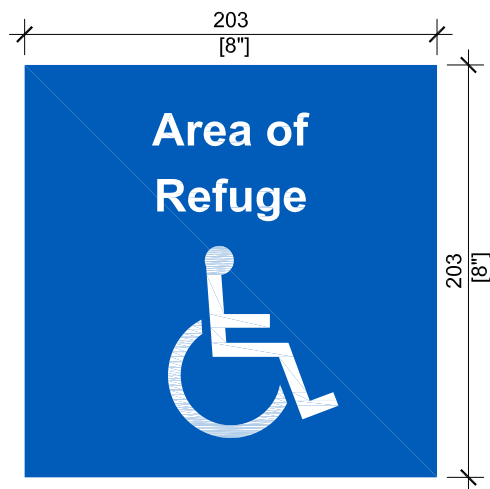
Area of Refuge Signs are to be installed in officially designated Areas of Refuge.

### Size:

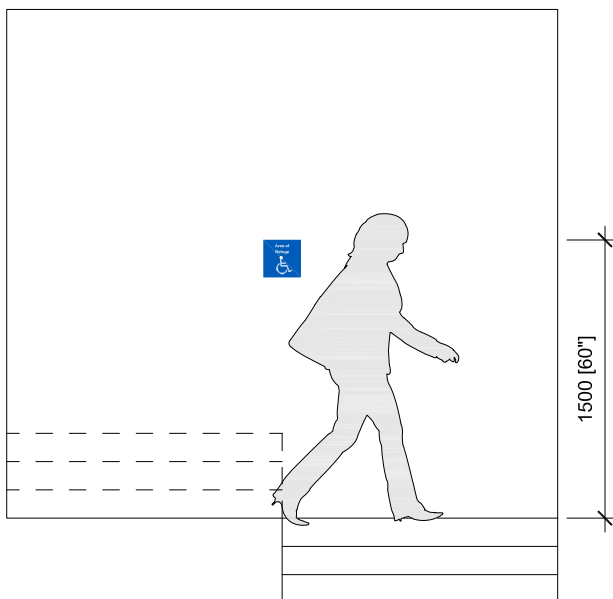
203mm x 203mm [8" x 8"]

### General Sign Construction:

Consists of one engraved Lamicoid panel adhered to wall with double sided tape. Refer to section details, materials list and specifications for complete construction and material information.



*Area of Refuge Sign [S9]*



*Typical Installation of Area of Refuge Sign [S9]*

## STAIRWELL & ELEVATOR DIRECTIONAL SIGNS [SE]

### Intent:

Stairwell & Elevator Directional Signs are to be installed in locations where stairs, elevators or accessible lifts would otherwise be difficult to find.

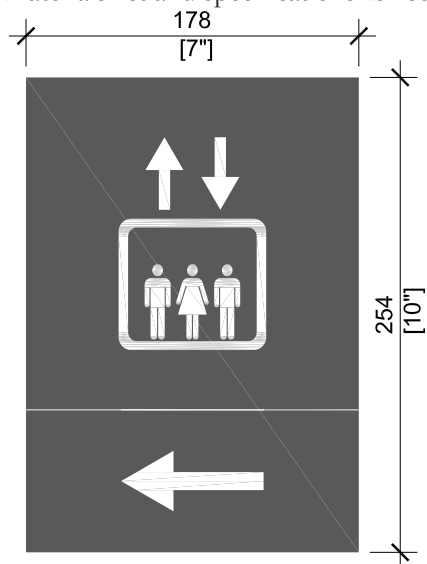
### Size:

SE1, SE2, SE6: 178mm x 254mm [7" x 10"]

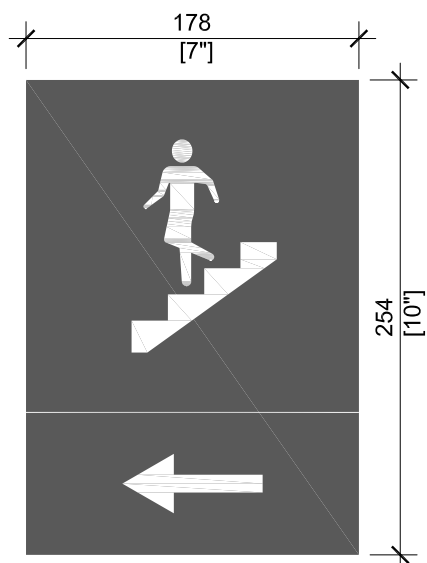
SE3: 241mm x 254mm [9 1/2" x 10"]

### General Sign Construction:

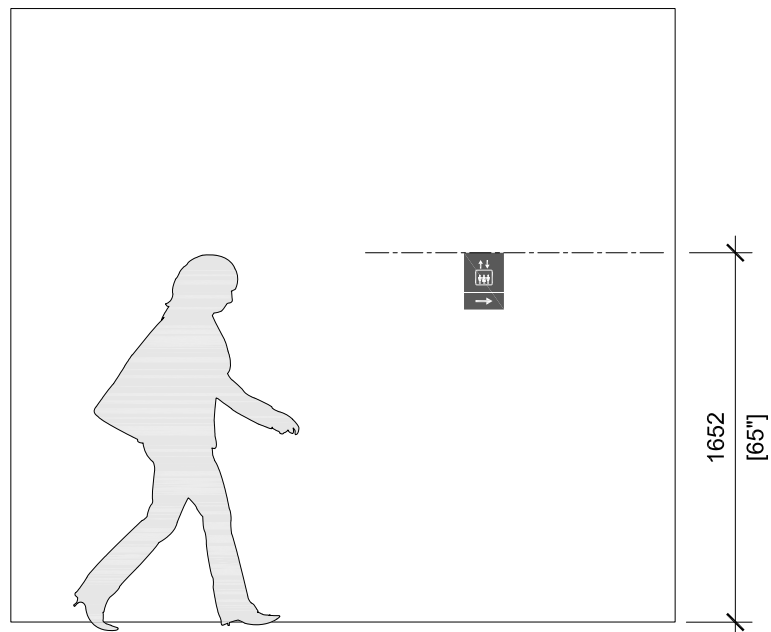
Consists of one engraved Lamicoid panel adhered to wall with double sided tape. Refer to section details, materials list and specifications for complete construction and material information.



**Elevator Directional Sign [SE1]**



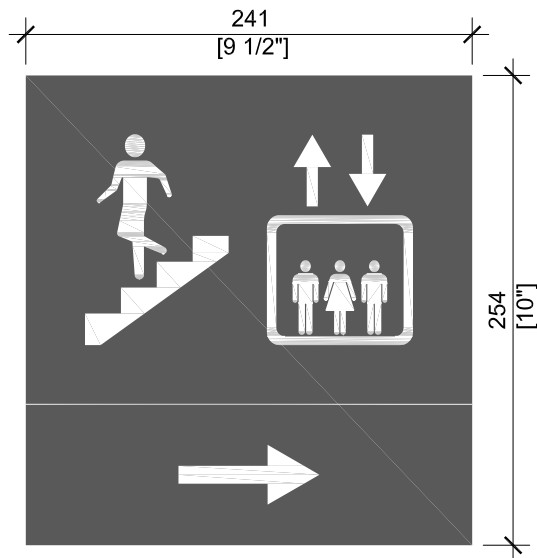
**Stairwell Directional Sign [SE2]**



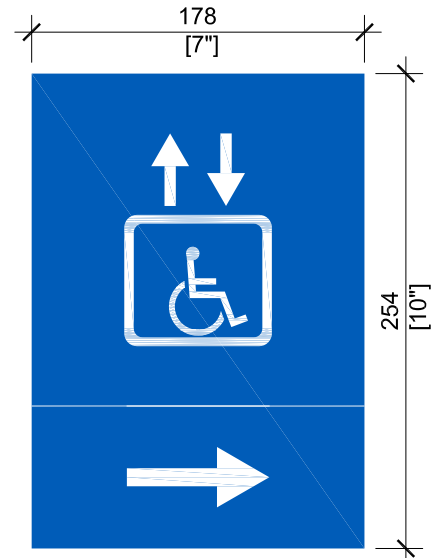
*Typical Installation of Stairwell & Elevator  
Directional Sign [SE1]*



**STAIRWELL & ELEVATOR DIRECTIONAL SIGNS [SE], cont.**



***Stairwell & Elevator Directional Sign  
[SE3]***



***Accessible Lift Directional  
Sign [SE6]***





## Projecting Signs [P1, P2, P3, P5, P6]

### Intent:

Projecting Signs are to be installed above doors to help identify facilities that are within corridors.

### Size:

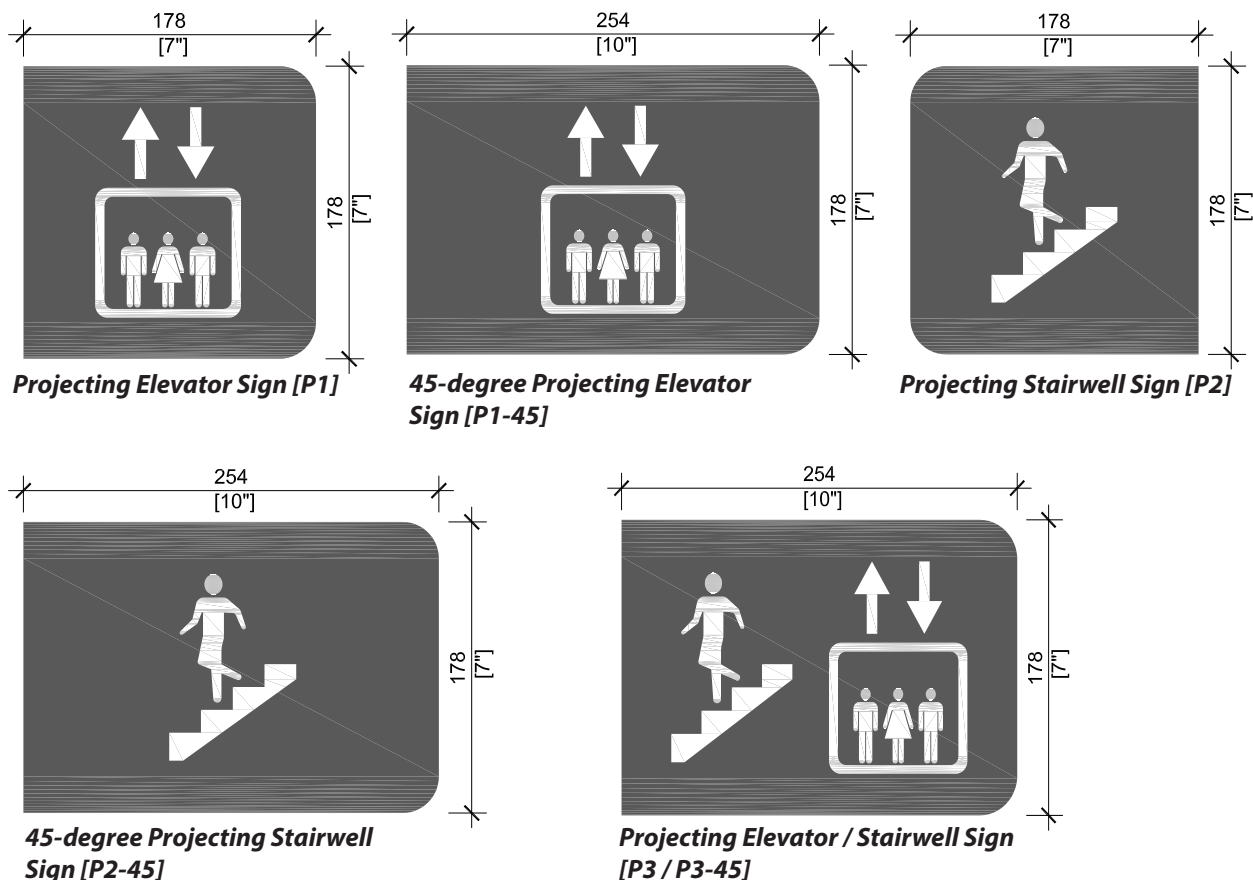
P1, P2, P6	178mm x 178mm [7" x 7"]
P1-45, P2-45, P3, P3-45	254mm x 178mm [10" x 7"]
P5, P5-45	457mm x 305mm [18" x 12"]
P6, P6-45	305mm x 305mm [12" x 12"]

### General Sign Construction:

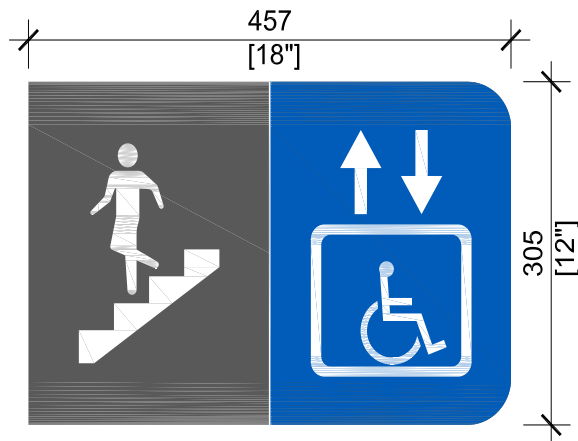
Mustang Aluminum Shelf Standoffs with Aluminum Composite Panel with engraved Lamicoid panels on either side where mounted perpendicular to wall. Aluminum mounting bracket with engraved Lamicoid panels on either side where mounted at angle. Mounted perpendicular to wall in most situations.

Projecting Signs are laid out in the same manner on both sides.

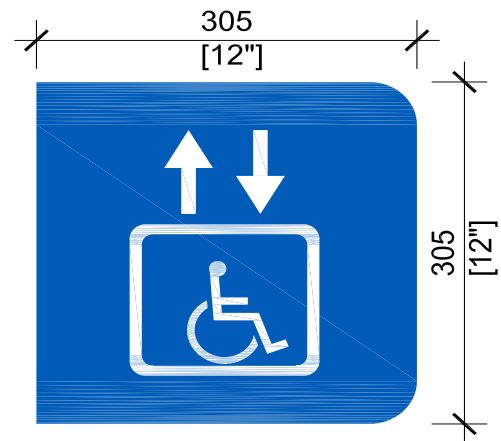
Digital files of the logos to be supplied by UVic.



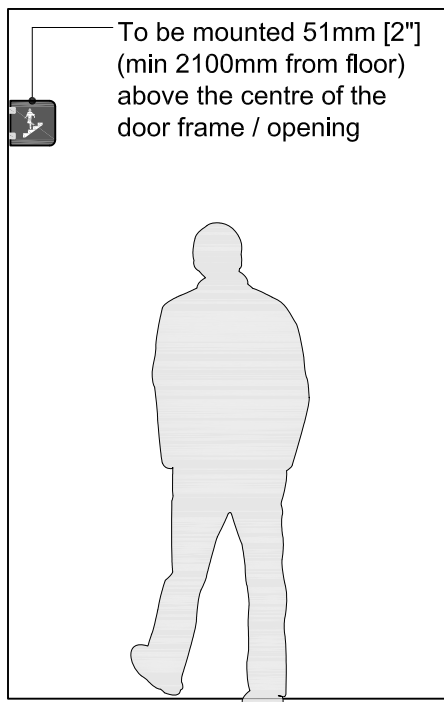
## Projecting Signs, cont.



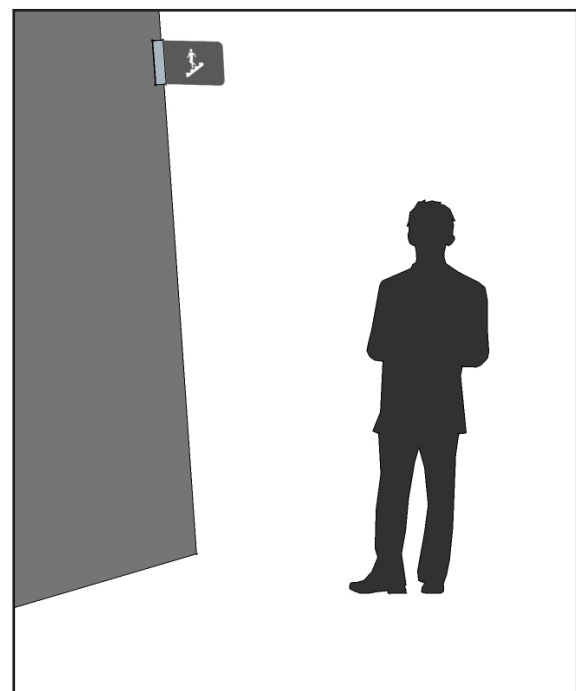
**Projecting Accessible Elevator / Stairwell Sign [P5 / P5-45]**



**Projecting Accessible Elevator Sign [P6 / P6-45]**



*Installation of Projecting Stairwell Signs perpendicular to a wall*



*Installation of 45° angle Projecting Stairwell Signs on a corner. Note that 178mm wide signs are extended to 241mm on corners to make them more visible.*

## Wall Mounted Wayfinding [W1, W1a]

### Intent:

Wall Mounted Wayfinding signs are installed at corridor intersections and other strategic locations. The intent is to direct building occupants to their destination and reassure them that they are heading in the right direction.

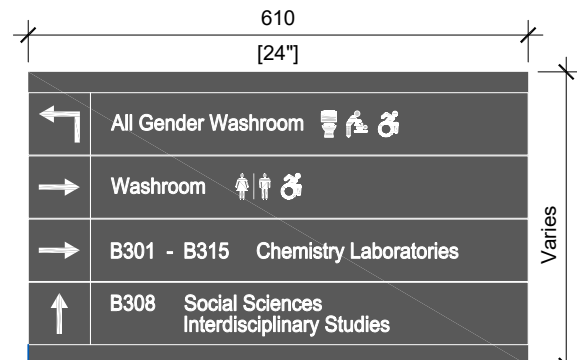
### Size:

W1 610mm x Varies [24" x Varies]

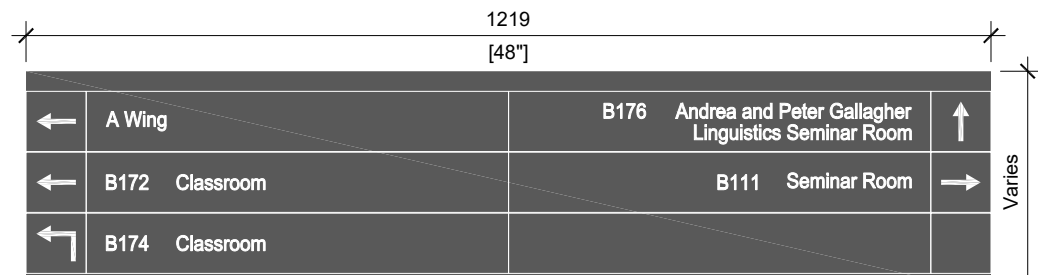
W1a 1219mm x Varies [48" x Varies]

### General Sign Construction:

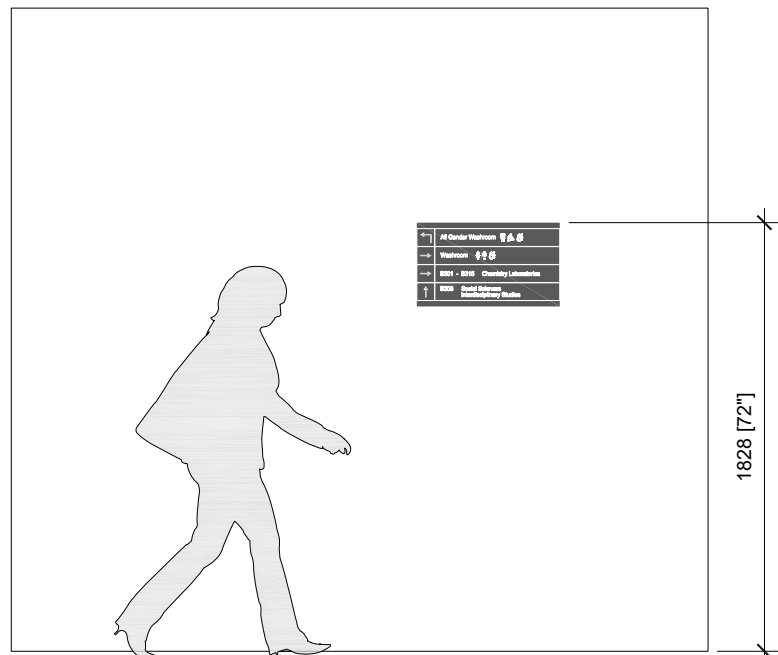
Sign constructed of one continuous layer of Lamicoid with engraved Lamicoid panels on top. Sign is to be applied to wall surface using double sided tape. Maximum 4 lines of text. Use W1a where text exceeds 4 lines. Add blank plates on W1a where number of lines is not equal on both sides. Refer to section details, materials list and specifications for complete construction and material information.



**Wall Mounted Wayfinding [W1]**



**Double-Wide Wall Mounted Wayfinding [W1a]**



**Installation of Wall Mounted Wayfinding [W1]**

## Large Wall Mounted Wayfinding [W1b]

### Intent:

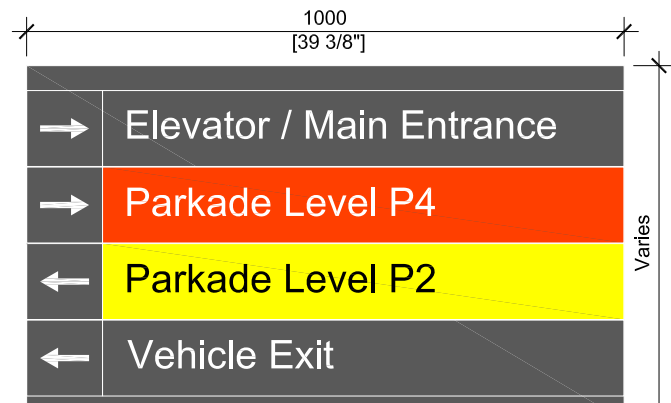
Large Wall Mounted Wayfinding signs are installed in locations such as parkades. The intent is to direct pedestrians and drivers to their destination and reassure them that they are heading in the right direction.

### Size:

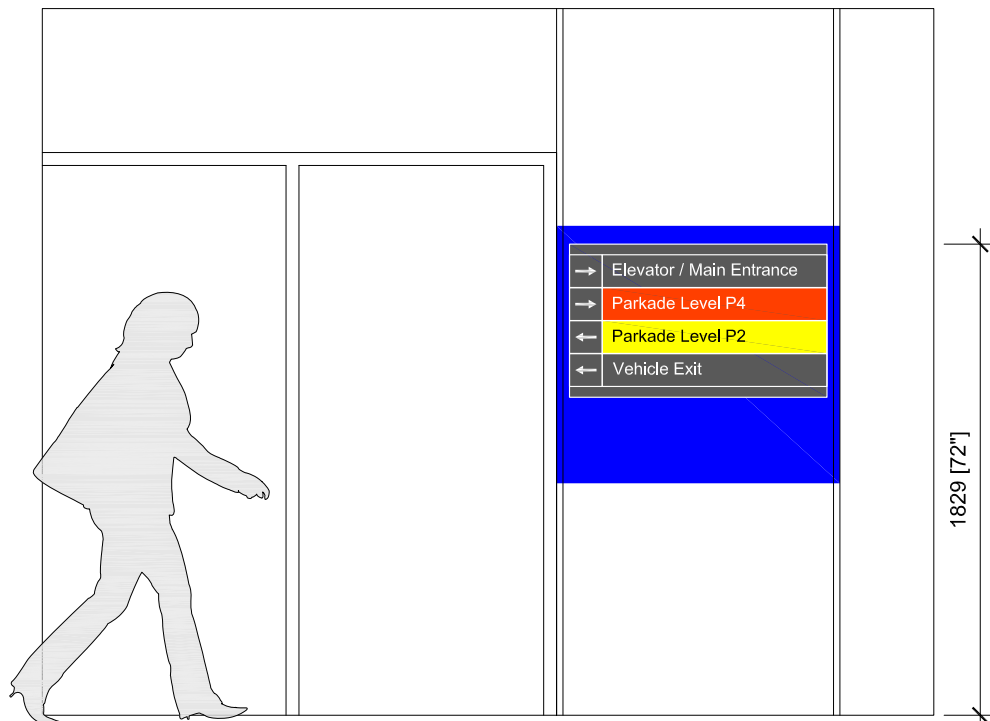
W1b 1000mm x Varies [39 3/8" x Varies]

### General Sign Construction:

Sign constructed of one continuous layer of Lamicoid with engraved Lamicoid panels on top. Sign is to be applied to wall surface using double sided tape. Refer to section details, materials list and specifications for complete construction and material information.



Large Wall Mounted Wayfinding [W1b]



Typical Installation of Large Wall Mounted Wayfinding [W1b] on flush surface



## Suspended Wayfinding [W2, W2a]

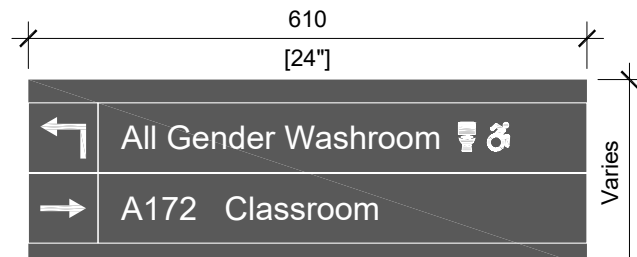
### Intent:

Suspended Wayfinding signs are installed at corridor intersections and other strategic locations. The intent is to direct building occupants to their destination and reassure them that they are heading in the right direction. These signs will be utilized when walls do not permit Wall Mounted Wayfinding signs.

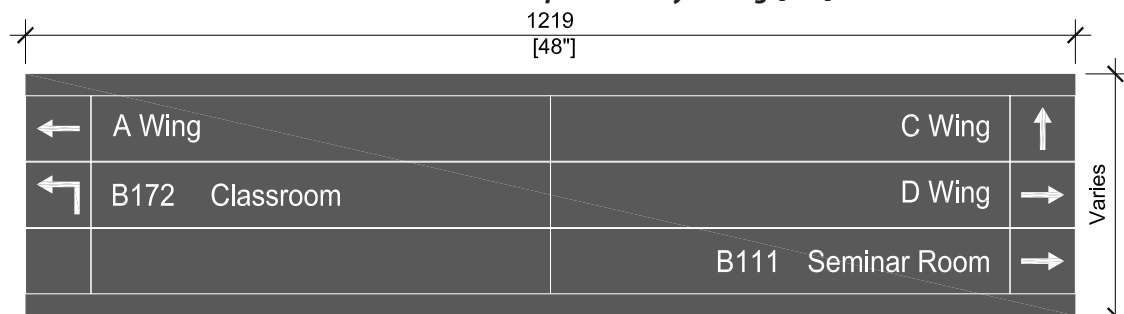
### Size:

W2 610mm x Varies [24" x Varies]

W2a 1219mm x Varies [48" x Varies]



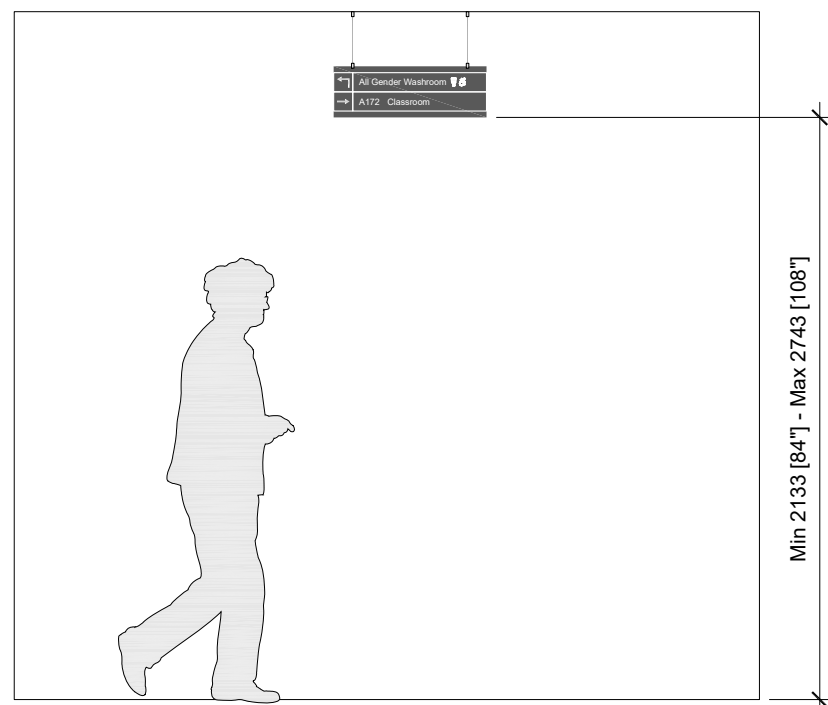
**Suspended Wayfinding [W2]**



**Double-Wide Suspended Wayfinding [W2a]**

### General Sign Construction:

A plexiglass backer sandwiched between a continuous layer of Lamicoid, both sides, with engraved Lamicoid panels on top. Suspended from ceiling with hanging hardware. Maximum 4 lines of text. Use W2a where text exceeds 4 lines. Add blank plates on W2a where number of lines is not equal on both sides. Refer to section details, materials list and specifications for complete construction and material information.



**Installation of Suspended Wayfinding [W2]**

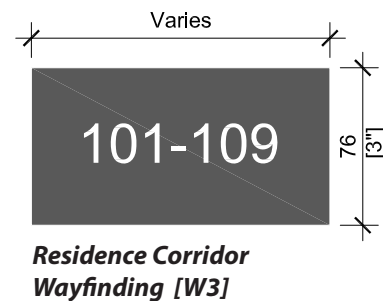
## Residence Corridor Wayfinding [W3]

### Intent:

Residence Corridor Wayfinding signs are installed on or beside doors in residences where it would be impractical to install larger Wayfinding Signs. The intent is to direct occupants and visitors to their destination and reassure them that they are heading in the right direction. These signs are to be used to indicate residence room ranges only and are to only be used in existing residences, not in new construction.

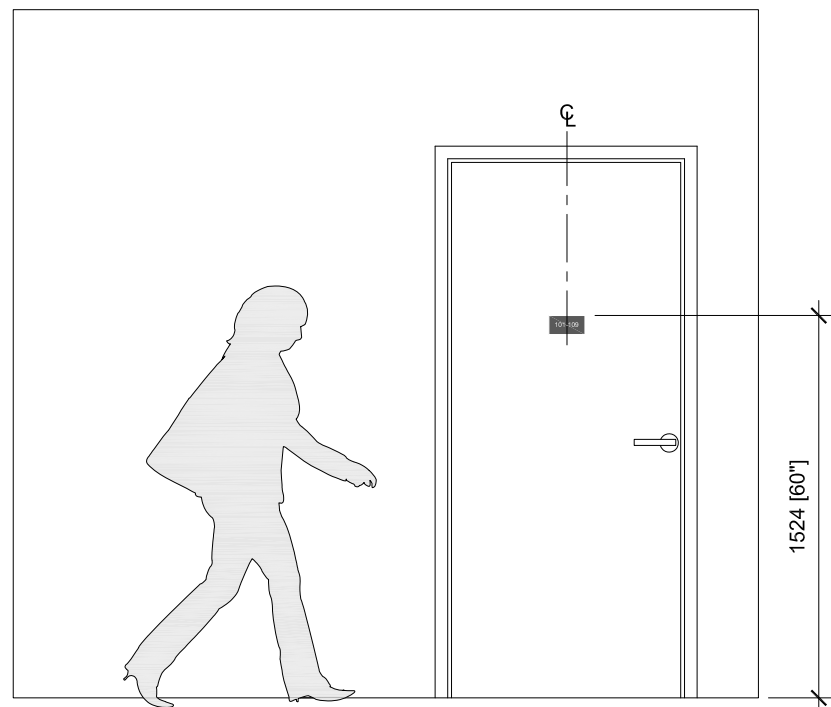
### Size:

W3 610mm x Varies [24" x Varies]



### General Sign Construction:

Sign constructed of one layer of Lamicoid with engraved text. Sign is to be applied to door or wall surface using double sided tape. Refer to section details, materials list and specifications for complete construction and material information.



*Typical Installation of Residence Corridor Wayfinding [W3]*



## Washroom Door Signs [WID1-WID35]

### Intent:

Washroom Signs are to be installed on washroom doors to help identify the facilities.

### Size:

152mm x 146mm [6" x 5 3/4"]  
178mm x 254mm [7" x 10"]  
178mm x 279mm [7" x 11"]  
241mm x 254mm [9-1/2" x 10"]  
291mm x 254mm [11-1/2" x 10"]

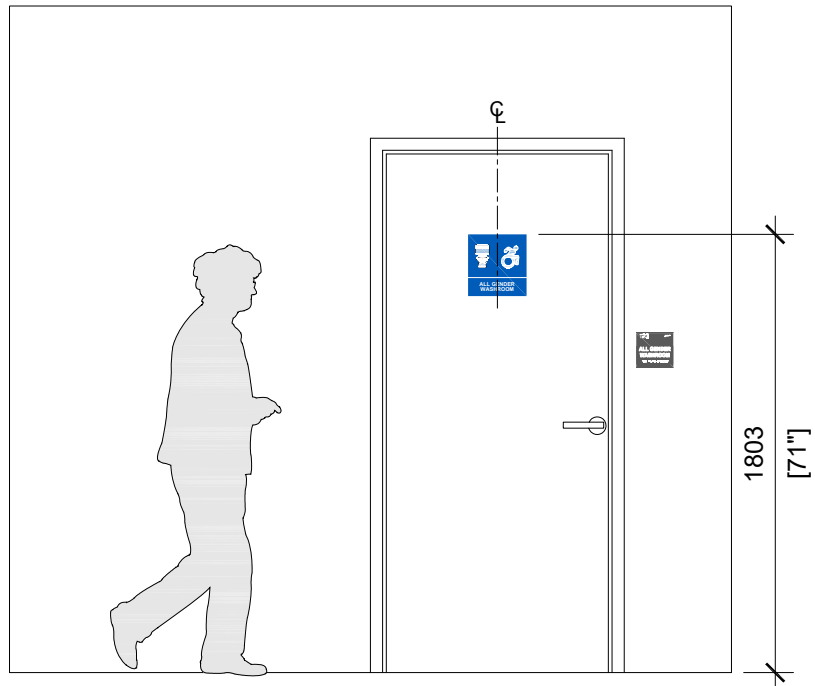
### General Sign Construction:

One engraved Lamicoid panel (3 or 3c) with 30 degree beveled edges, all four sides, adhered to door surface with double sided adhesive (20). Digital files of the logos to be supplied by UVic.

**Note that where WID signs are placed on top of WB signs, WB 3M Highland 9579 tape replaces Double Sided Foam Tape on WID signs.** Refer to section details, materials list and specifications for complete construction and material information.

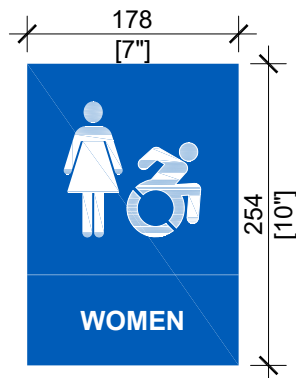
### Note on Braille on Washroom Plates:

Braille on Washroom Plates on ID signs beside doors should match WID sign descriptions. All WID signs shown below show braille translation. Refer to section on Room Occupant Plates (ID5) for further information.



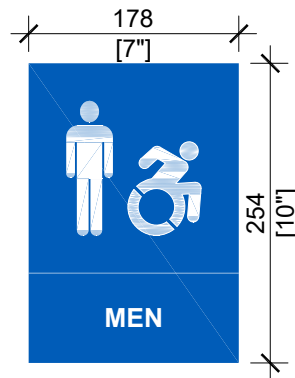
Installation of Washroom Door Signs

### [WID1-WID11] Washroom Door Signs Cont.



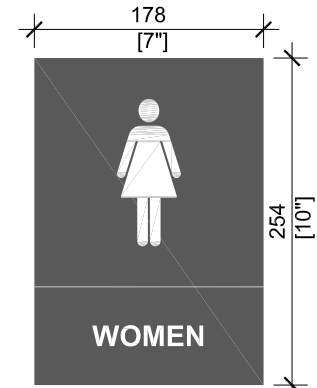
**Accessible Women's Washroom [WID1]**

-Companion Badge:  
IDW1a



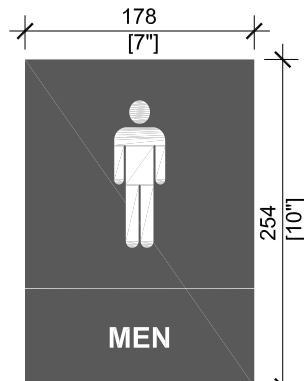
**Accessible Men's Washroom [WID2]**

-Companion Badge:  
IDW1c



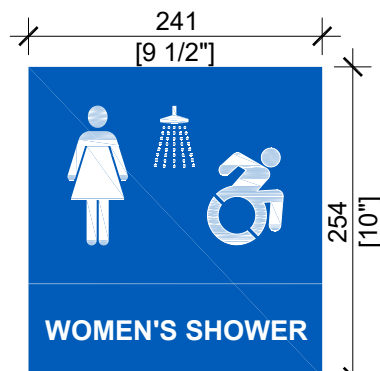
**Women's Washroom [WID4]**

-Companion Badge:  
IDW1b



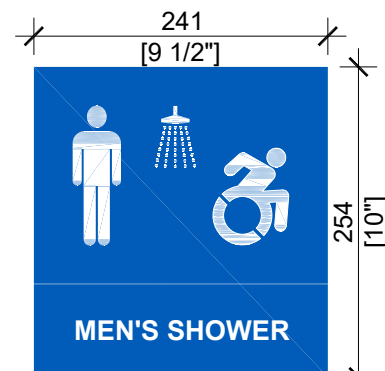
**Men's Washroom [WID5]**

-Companion Badge:  
IDW1d



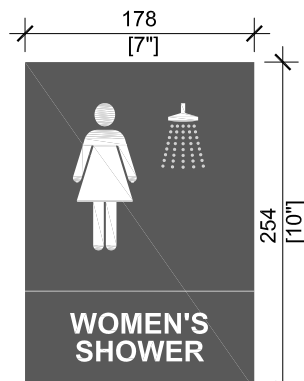
**Accessible Women's Shower [WID7]**

-Companion Badge:  
IDW3a



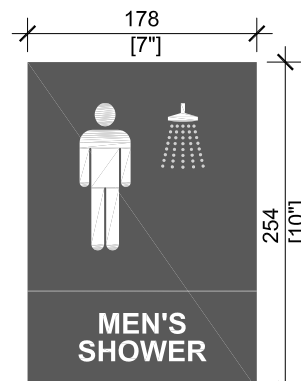
**Accessible Men's Shower [WID8]**

-Companion Badge:  
IDW3c



**Women's Shower [WID10]**

-Companion Badge:  
IDW3b



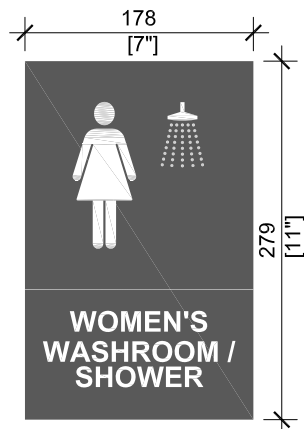
**Men's Shower [WID11]**

-Companion Badge:  
IDW3d



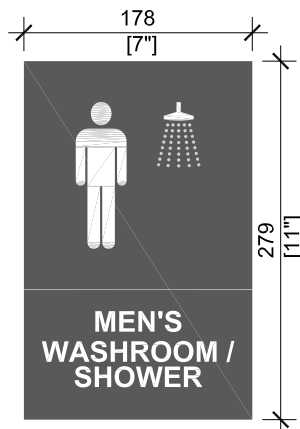


[WID13-WID16, WID18-WID18] Washroom Door Signs Cont.



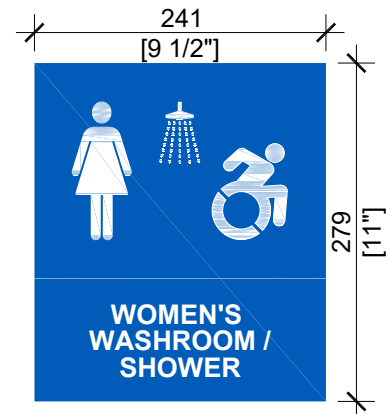
**Women's Washroom / Shower [WID13]**

-Companion Badge:  
IDW5a



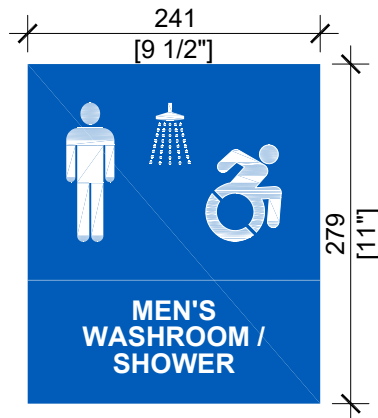
**Men's Washroom / Shower [WID14]**

-Companion Badge:  
IDW5c



**Accessible Women's Washroom / Shower [WID15]**

-Companion Badge:  
IDW6a

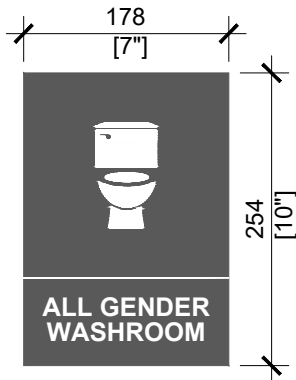


**Accessible Men's Washroom / Shower [WID16]**

-Companion Badge:  
IDW5b

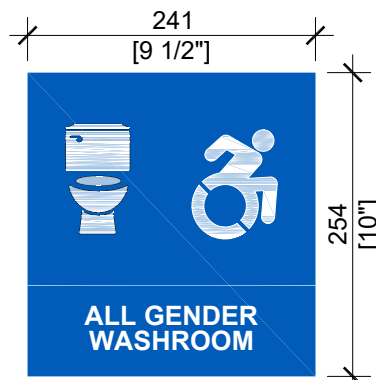


[WID23-WID31] Washroom Door Signs Cont.



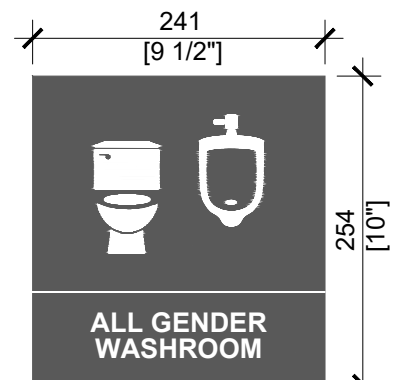
**All Gender Washroom  
[WID23]**

-Companion Badge: IDW3e



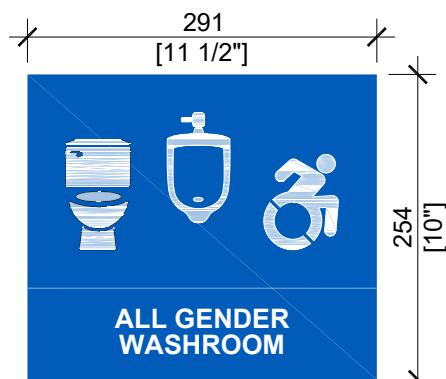
**Accessible All Gender  
Washroom [WID24]**

-Companion Badge:  
IDW4a



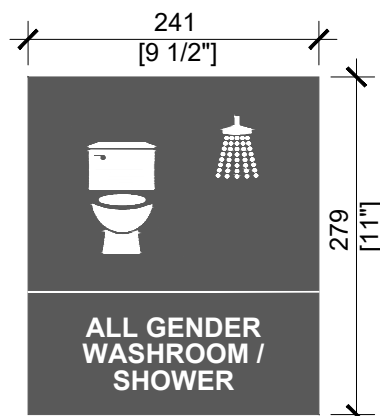
**All Gender Washroom w/ Urinal  
[WID25]**

-Companion Badge: IDW4c



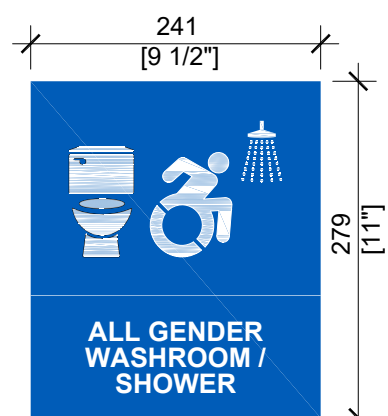
**Accessible All Gender Washroom  
w/ Urinal [WID26]**

-Companion Badge: IDW4b



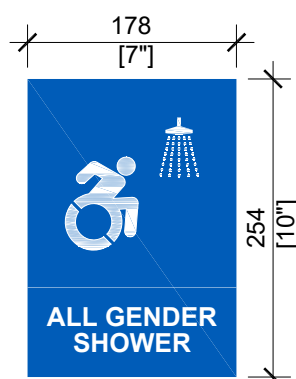
**All Gender Washroom / Shower  
[WID27]**

-Companion Badge: IDW5d



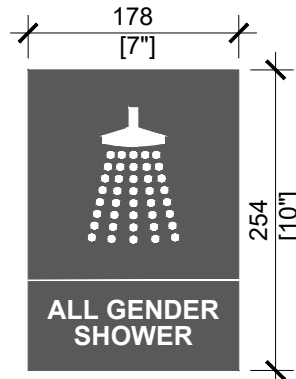
**Accessible All Gender Washroom  
/ Shower [WID28]**

-Companion Badge: IDW6b



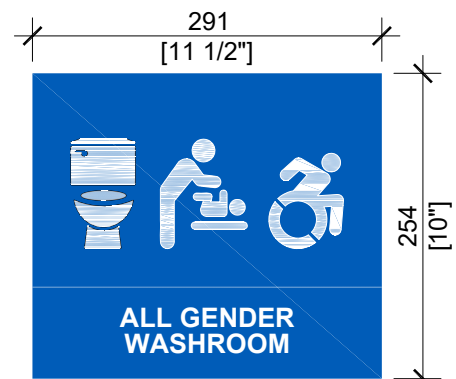
**Accessible All Gender Shower  
[WID29]**

-Companion Badge: IDW3f



**All Gender Shower  
[WID30]**

-Companion Badge: IDW3g

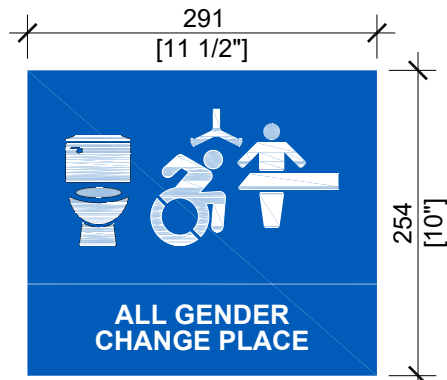


**Accessible All Gender Washroom w/  
Baby Change Station [WID31]**

-Companion Badge: IDW4d

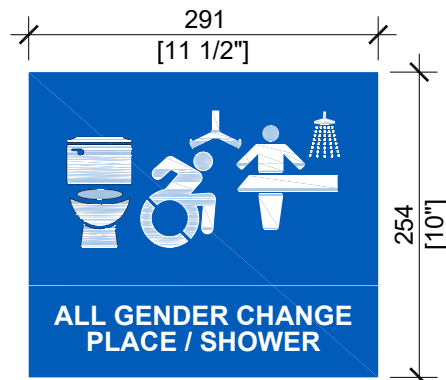


[WID33-WID35] Washroom Door Signs Cont.



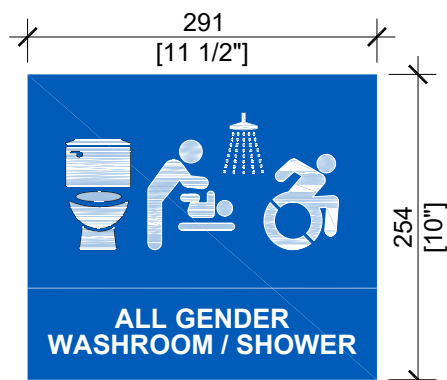
**All Gender Washroom with Accessible Changing Place [WID33]**

-Companion Badge: IDW4e



**All Gender Washroom with Accessible Changing Place and Shower [WID34]**

-Companion Badge: IDW7a



**Accessible All Gender Washroom with Change Table and Shower [WID35]**

-Companion Badge: IDW7b



## Washroom Directional Signs [WID1a-WID35a]

### Intent:

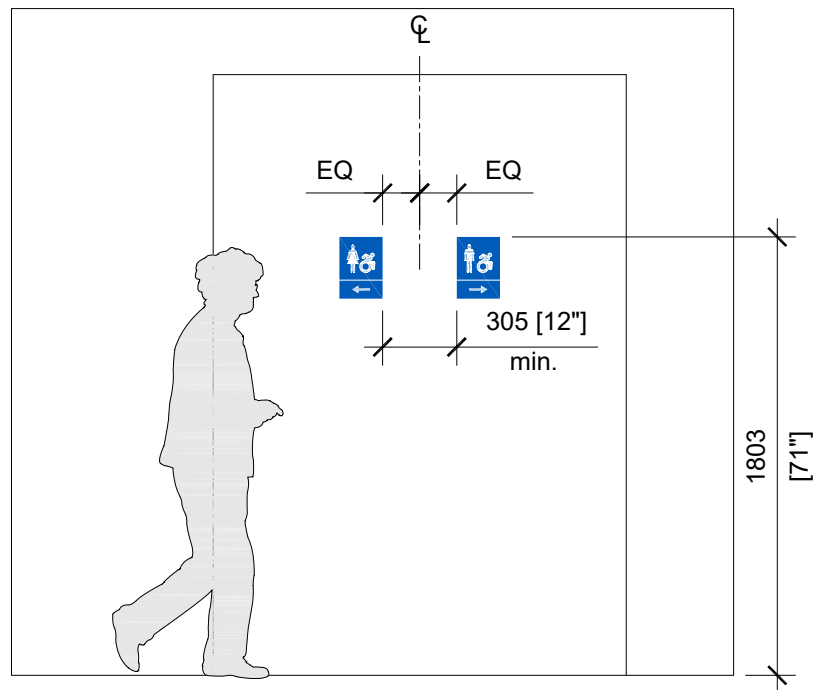
Washroom Directional Signs are normally to be installed on walls of corridors leading to washrooms where washroom door signs are not easily visible. Arrows point toward appropriate washrooms. Washroom Directional Signs are to be used in conjunction with Washroom Door Signs and Washroom Projecting Signs.

### Size:

178mm x 254mm [7" x 10"]  
241mm x 254mm [9-1/2" x 10"]  
291mm x 254mm [11-1/2" x 10"]  
343mm x 254mm [13-1/2" x 10"]

### General Sign Construction:

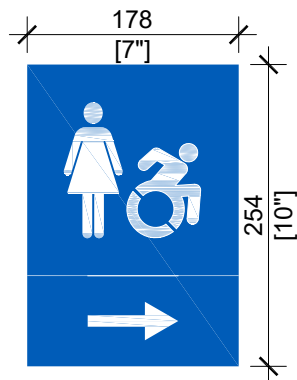
One engraved Lamicoid panel (3 or 3c) with 30 degree beveled edges, all four sides, adhered to door surface with double sided adhesive (20). Digital files of the logos to be supplied by UVic. Refer to section details, materials list and specifications for complete construction and material information.



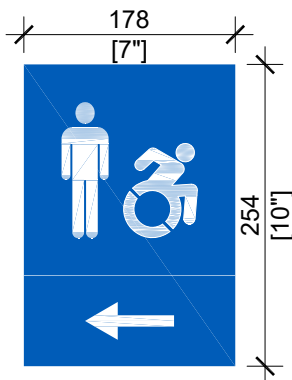
*Typical Installation of Washroom Directional Signs WID1a and WID2a*



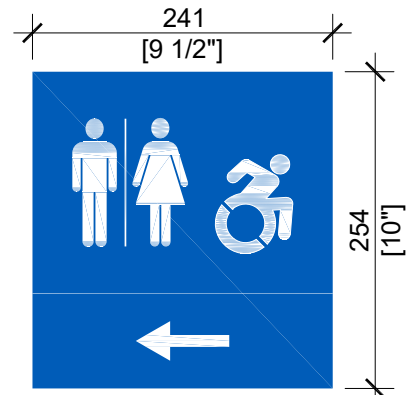
[WID1a-WID10a] Washroom Directional Signs Cont.



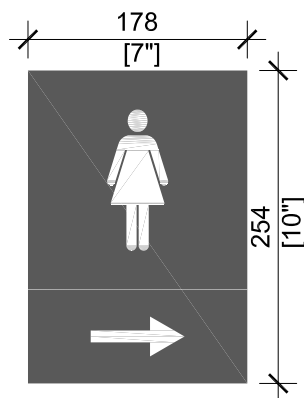
*To Accessible Women's Washroom [WID1a]*



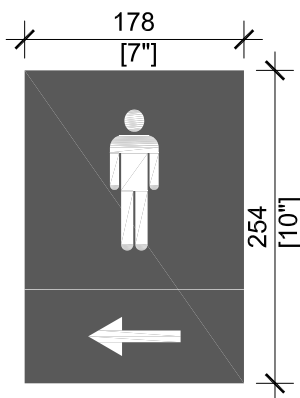
*To Accessible Men's Washroom [WID2a]*



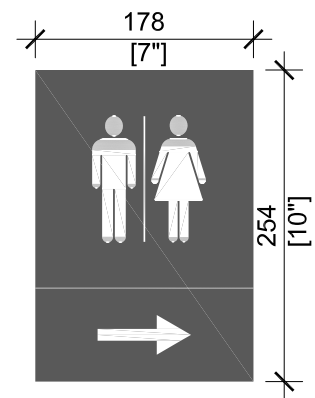
*To Separate Accessible Men's and Women's Washrooms [WID3a]*



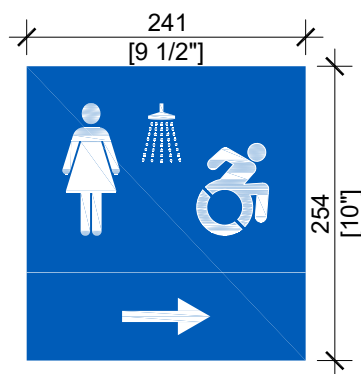
*To Women's Washroom [WID4a]*



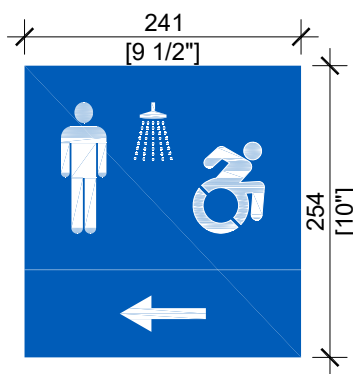
*To Men's Washroom [WID5a]*



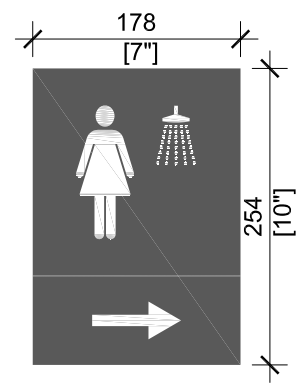
*To Separate Men's and Women's Washrooms [WID6a]*



*To Accessible Women's Shower [WID7a]*

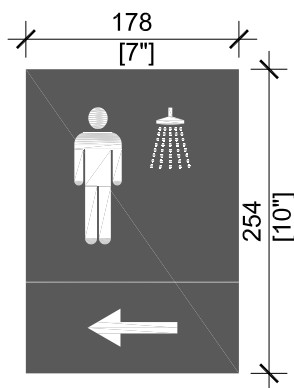


*To Accessible Men's Shower [WID8a]*

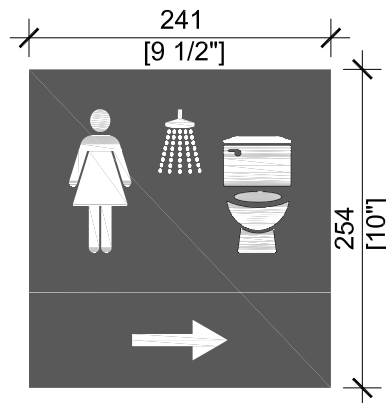


*To Women's Shower [WID10a]*

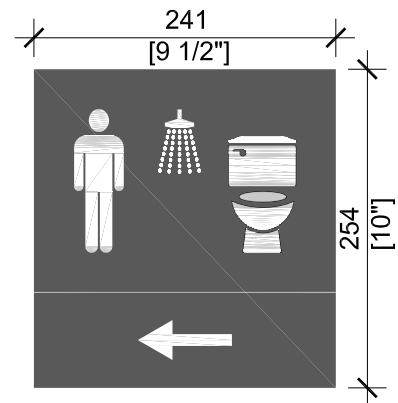
[WID11a-WID25a] Washroom Directional Signs Cont.



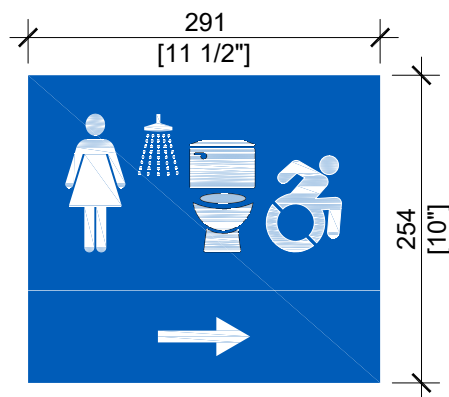
**To Men's Shower**  
**[WID11a]**



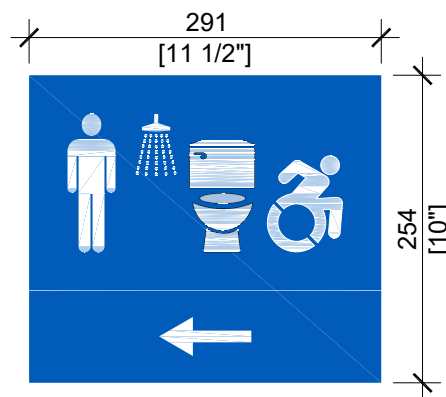
**To Women's Washroom /**  
**Shower [WID13a]**



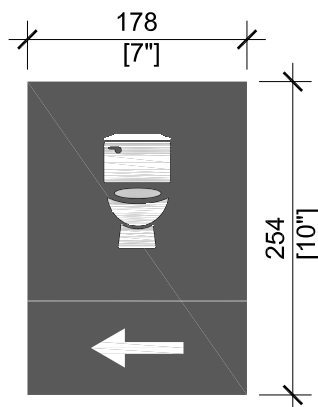
**To Men's Washroom / Shower**  
**[WID14a]**



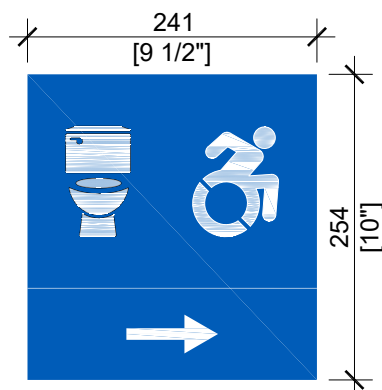
**To Accessible Women's**  
**Washroom / Shower [WID15a]**



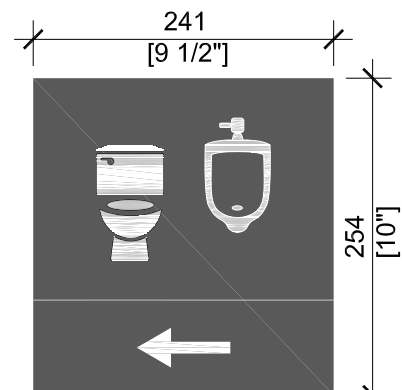
**To Accessible Men's Washroom**  
**/ Shower [WID16a]**



**To All Gender**  
**Washroom(s)**  
**[WID23a]**



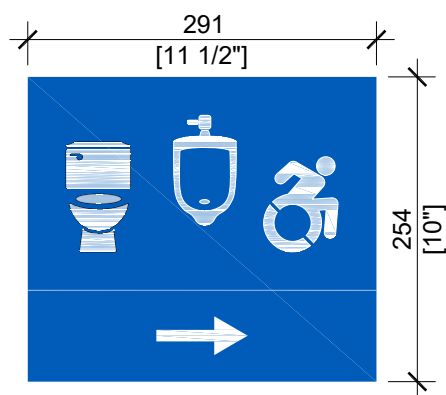
**To Accessible All Gender**  
**Washroom(s) [WID24a]**



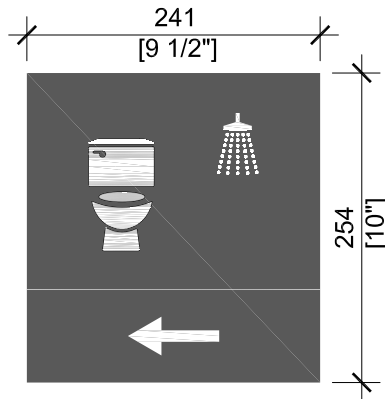
**To All Gender Washroom with**  
**Urinal [WID25a]**



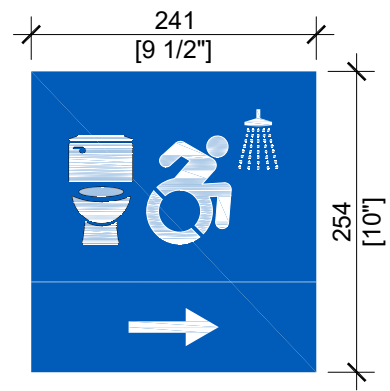
[WID26a-WID33a] Washroom Directional Signs Cont.



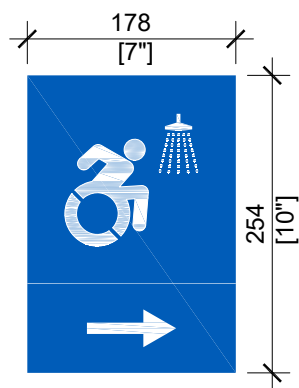
**To Accessible All Gender Washroom  
with Urinal [WID26a]**



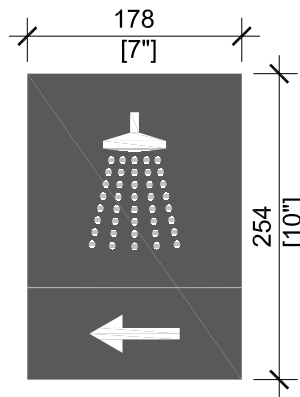
**To All Gender Washroom /  
Shower [WID27a]**



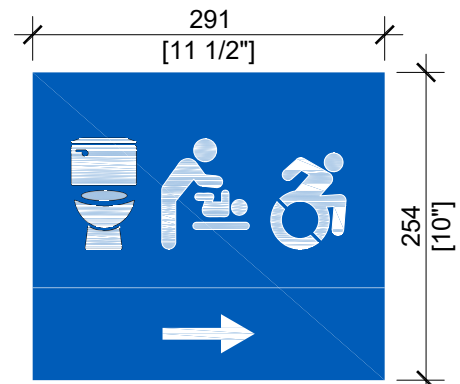
**To Accessible All Gender  
Washroom / Shower [WID28a]**



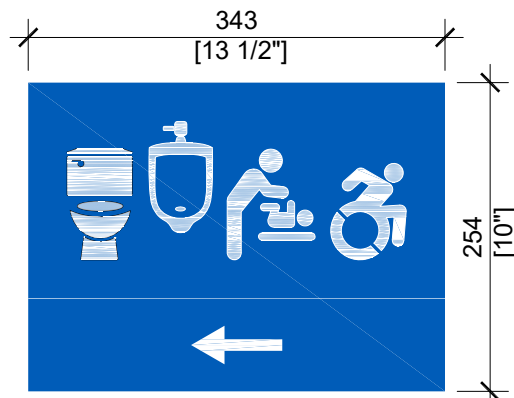
**To Accessible All  
Gender Shower(s)  
[WID29a]**



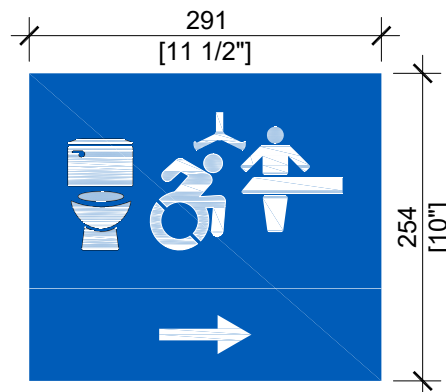
**To All Gender  
Shower(s) [WID30a]**



**To Accessible All Gender Washroom  
with Baby Change Station  
[WID31a]**



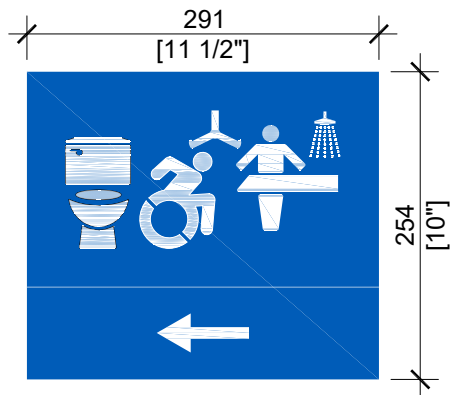
**To Accessible All Gender Washroom  
with Urinal and Baby Change Station  
[WID32a]**



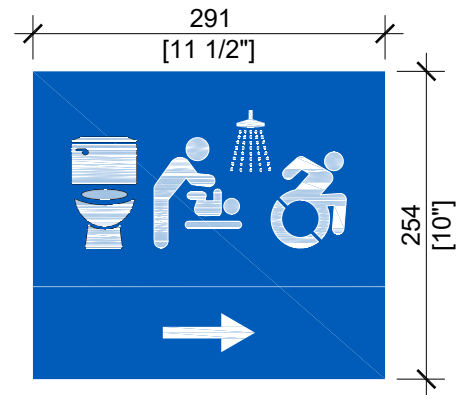
**To All Gender Washroom with  
Accessible Changing Place  
[WID33a]**



[WID34a-WID35a] Washroom Directional Signs Cont.



***To All Gender Washroom with  
Accessible Changing Place and  
Shower [WID34a]***



***To Accessible All Gender Washroom  
with Change Table and Shower  
[WID35a]***



## Washroom Backing Signs [WB]

### Intent:

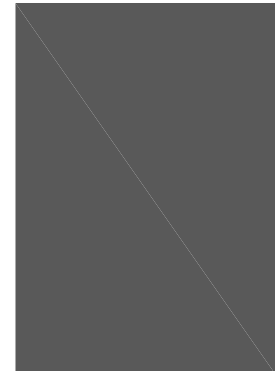
Washroom Backing Signs are to be installed on doors in locations where washroom use varies according to gender ratio in the building, normally in residences. The signs serve as bases to allow WID signs to easily interchanged and are the same size and colour as the WID signs on top.

### Size:

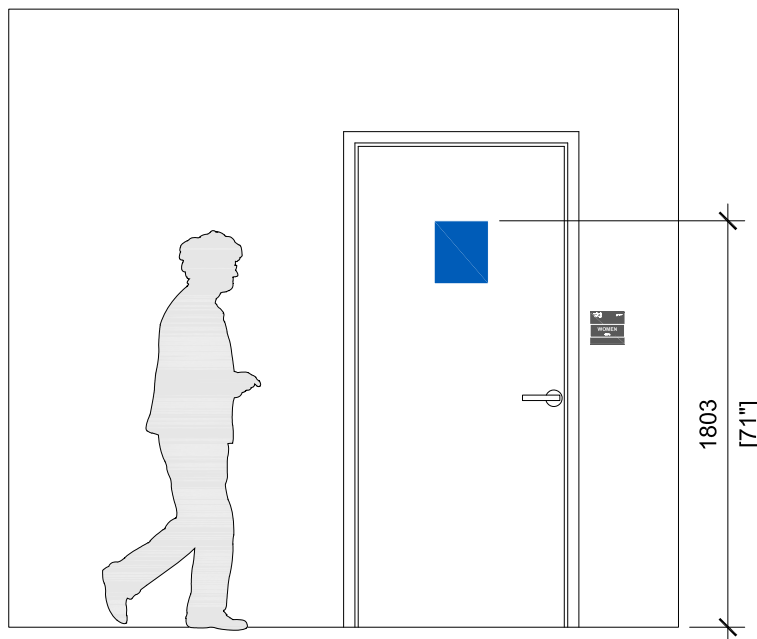
178mm x 171mm [7" x 6 3/4"]  
203mm x 279mm [8" x 11"]  
203mm x 305mm [8" x 12"]  
267mm x 279mm [10-1/2" x 11"]  
291mm x 254mm [11-1/2" x 10"]

### General Sign Construction:

One engraved Lamicoid panel (3 OR 3c) with 30 degree beveled edges, all four sides, adhered to door surface with double sided adhesive (20). **Note that where WB signs are used, 3M Highland 9579 tape replaces Double Sided Foam Tape on WID signs on top.** Refer to section details, materials list and specifications for complete construction and material information.



**Washroom Backing  
Sign [WB]**



*Installation of Washroom Backing Sign shown to accommodate  
WID15 & WID16 Signs*

## Projecting Washroom Signs [WP1 - WP26]

### Intent:

Projecting Washroom Signs are to be installed above washroom doors to help identify facilities that are within corridors.

### Size:

178mm x 178mm [7" x 7"]

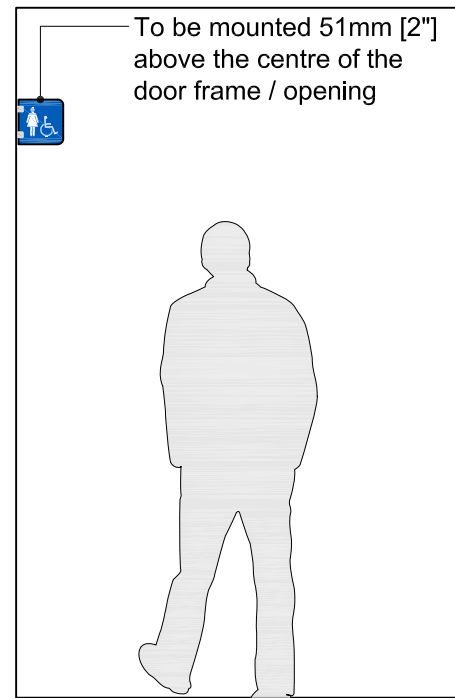
241mm x 178mm [9-1/2" x 7"]

305mm x 178mm [12" x 7"]

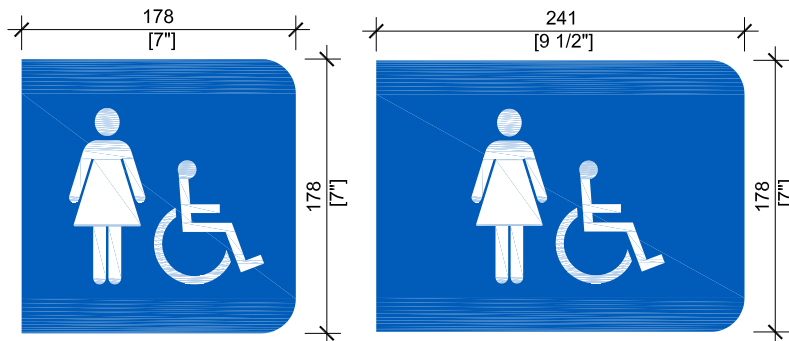
### General Sign Construction:

Mustang Aluminum Shelf Standoffs with Aluminum Composite Panel with engraved Lamicoïd panels on either side where mounted perpendicular to wall. Aluminum mounting bracket with engraved Lamicoïd panels on either side where mounted at angle. Mounted perpendicular to wall in most situations. Digital files of the logos to be supplied by UVic. Refer to section details, materials list and specifications for complete construction and material information.

Projecting Washroom Signs are laid out in the same manner on both sides. Where an accessible logo is shown, the logo should always be placed on the right side of the sign, facing to the right.

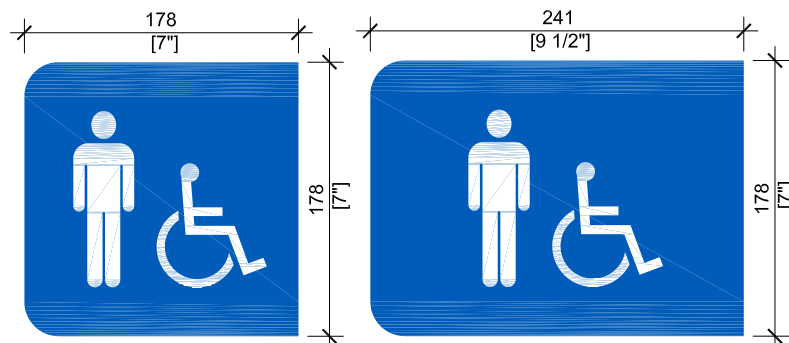


*Installation of Projecting Washroom Signs perpendicular to a wall*



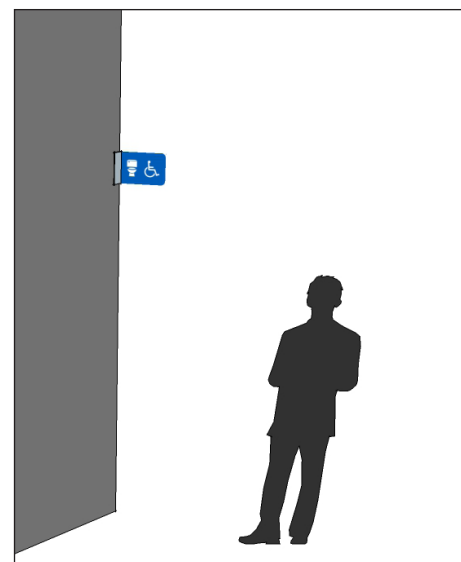
**Accessible Women's Washroom [WP1]**

**45 Degree Accessible Women's Washroom [WP1-45]**



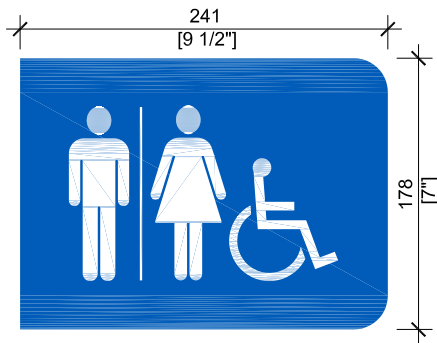
**Accessible Men's Washroom [WP2]**

**45 Degree Accessible Men's Washroom [WP2-45]**

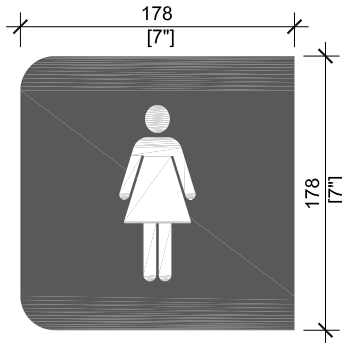


*Installation of 45° angle Projecting Washroom Signs on a corner. Note that 178mm wide signs are extended to 241mm on corners to make them more visible.*

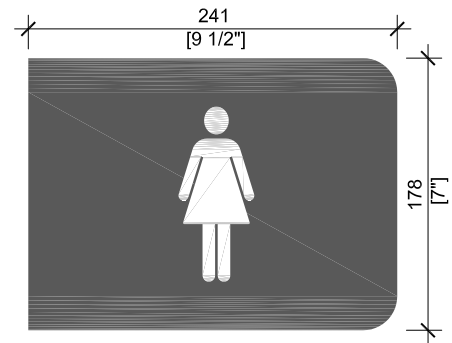
## Projecting Washroom Signs [WP3-WP14]



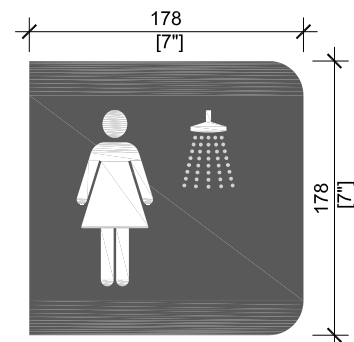
**Accessible Separate Men's and Women's Washrooms [WP3]**



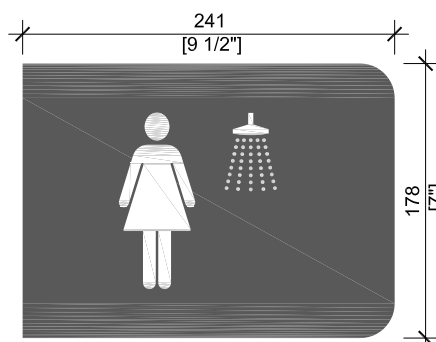
**Women's Washroom [WP4]**



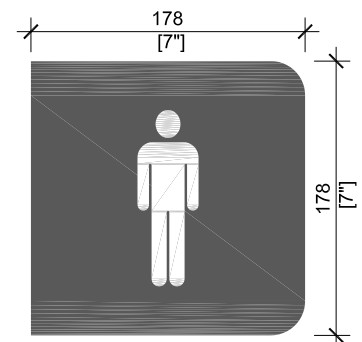
**45 Degree Women's Washroom [WP4-45]**



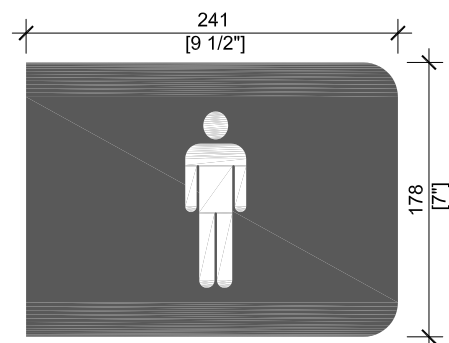
**Women's Washroom / Shower [WP4a]**



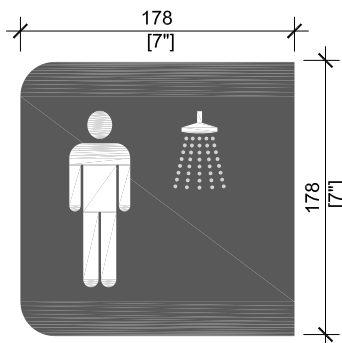
**45 Degree Women's Washroom / Shower [WP4a-45]**



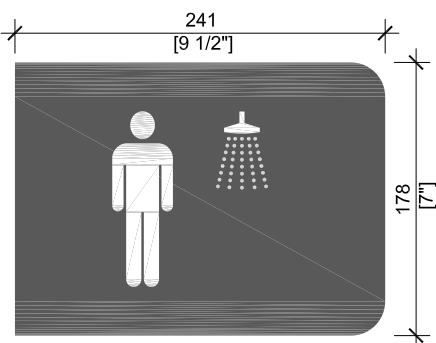
**Men's Washroom [WP5]**



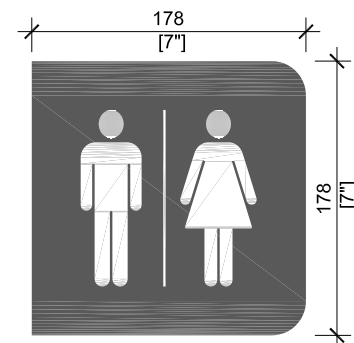
**45 Degree Men's Washroom [WP5-45]**



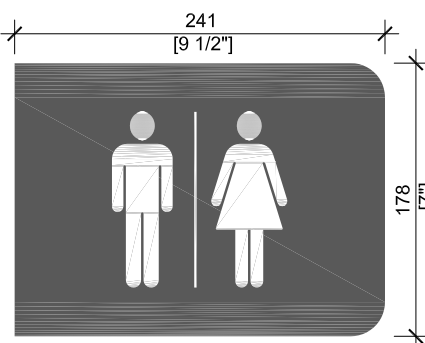
**Men's Washroom / Shower [WP5a]**



**45 Degree Men's Washroom / Shower [WP5a-45]**

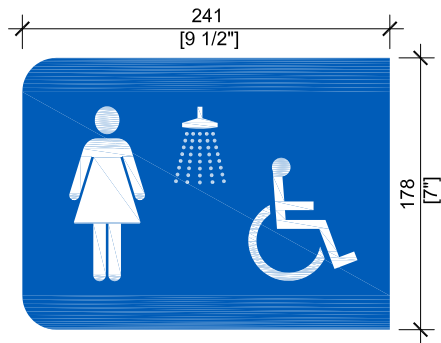


**Separate Men's and Women's Washrooms [WP6]**

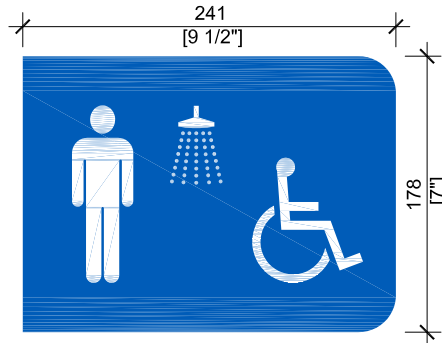


**Separate Men's and Women's Washrooms [WP6-45]**

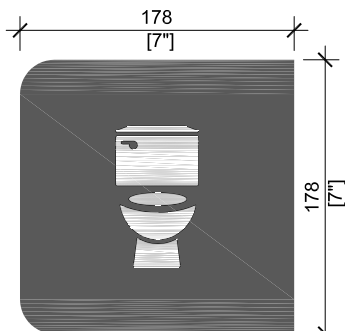
## Projecting Washroom Signs [WP7-WP20]



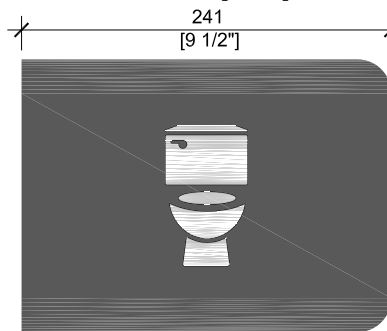
**Accessible Women's Washroom / Shower [WP7]**



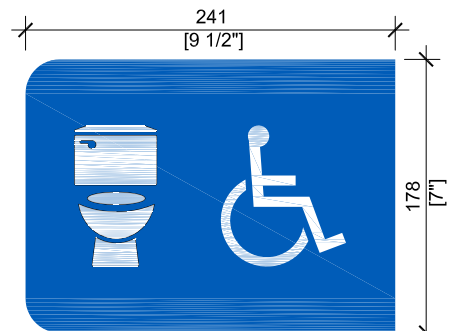
**Accessible Men's Washroom / Shower [WP8]**



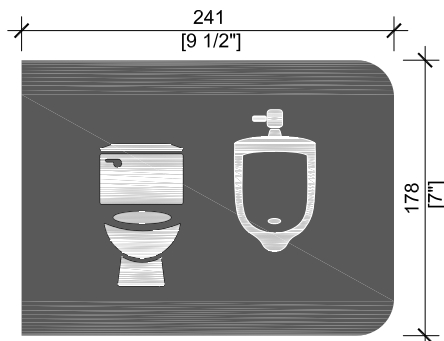
**All Gender Washroom [WP14]**



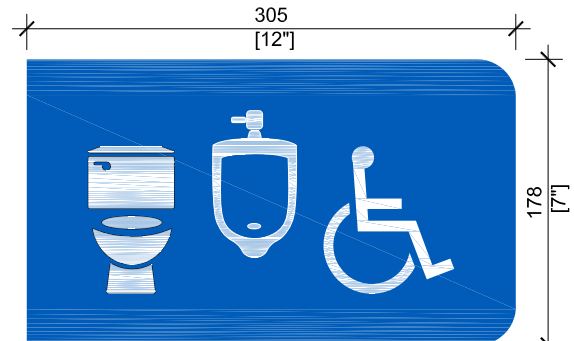
**45 Degree All Gender Washroom [WP14-45]**



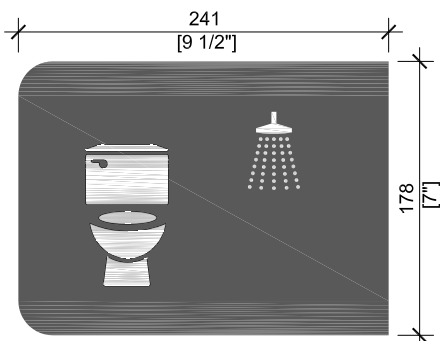
**Accessible All Gender Washroom [WP15]**



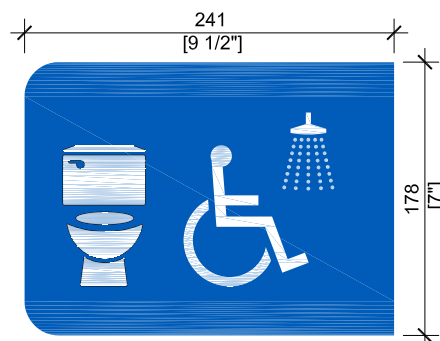
**All Gender Washroom w/ Urinal [WP16]**



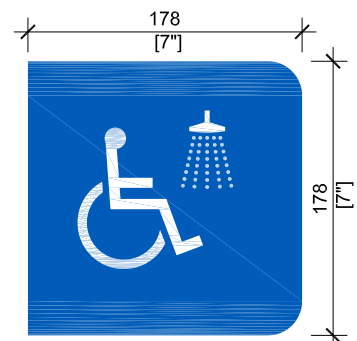
**Accessible All Gender Washroom w/ Urinal [WP17]**



**All Gender Washroom / Shower [WP18]**

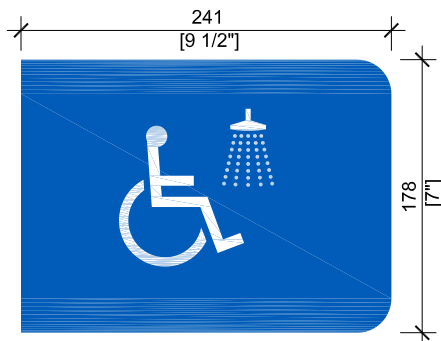


**Accessible All Gender Washroom / Shower [WP19]**

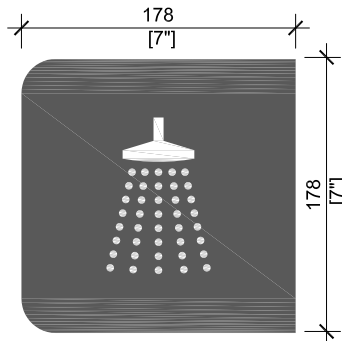


**Accessible All Gender Shower [WP20]**

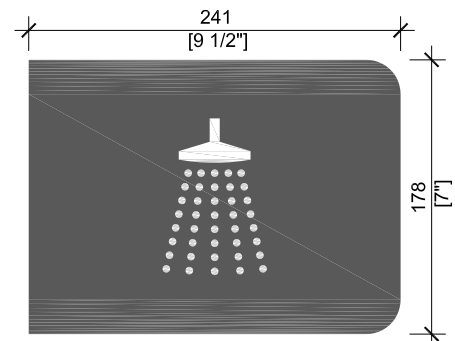
## Projecting Washroom Signs [WP20-26]



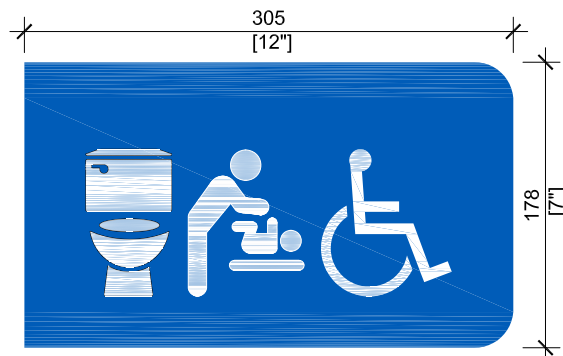
**45 Degree Accessible All Gender Shower [WP20-45]**



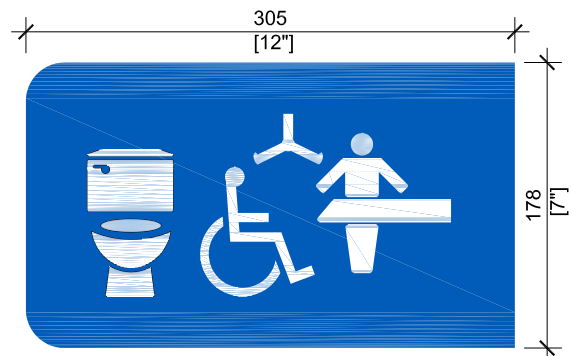
**All Gender Shower [WP21]**



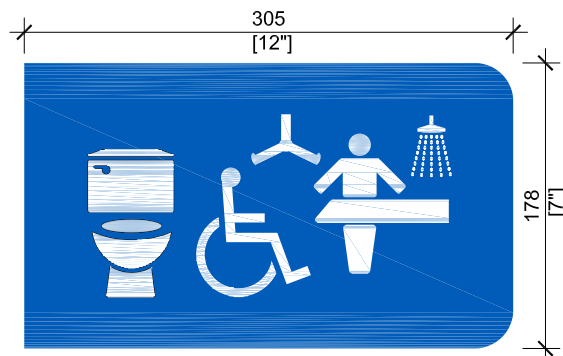
**45 Degree All Gender Shower [WP21-45]**



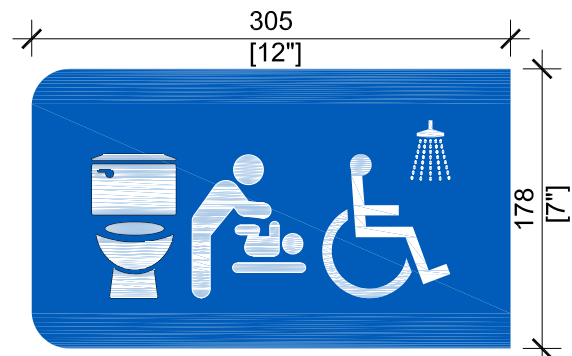
**Accessible All Gender Washroom w/ Change Table [WP22]**



**All Gender Washroom with Accessible Changing Place [WP24]**



**All Gender Washroom with Accessible Changing Place and Shower [WP25]**



**Accessible All Gender Washroom Shower with Change Table [WP26]**

## Projecting Washroom Directional Signs [WPA1 - WPA26]

### Intent:

Directional Projecting Washroom Signs are to be installed in corridors in locations where it is difficult to place washroom directional signs or wayfinding signs or where a large graphic sign is easier to read than a wayfinding sign.

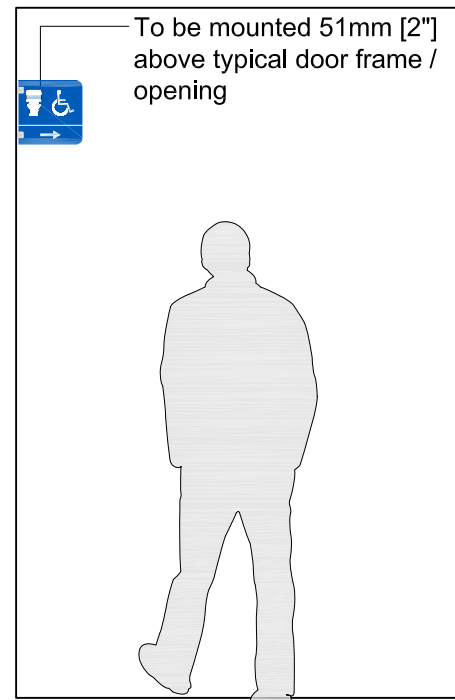
### Size:

254mm x 254mm [10" x 10"]

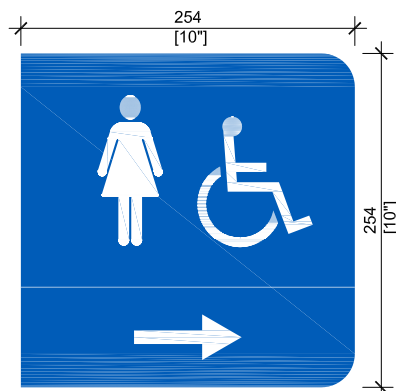
### General Sign Construction:

Mustang Aluminum Shelf Standoffs with Aluminum Composite Panel with engraved Lamicoid panels on either side where mounted perpendicular to wall. Aluminum mounting bracket with engraved Lamicoid panels on either side where mounted at angle. Mounted perpendicular to wall in most situations. Digital files of the logos to be supplied by UVic. Refer to section details, materials list and specifications for complete construction and material information.

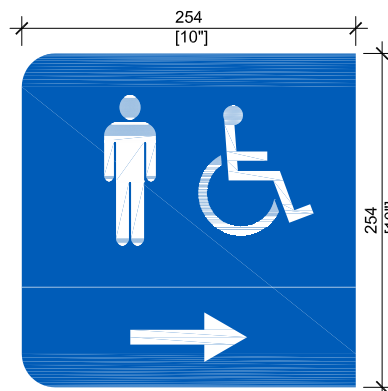
Projecting Washroom Directional Signs are laid out in the same manner on both sides. Where an accessible logo is shown, the logo should always be placed on the right side of the sign, facing to the right.



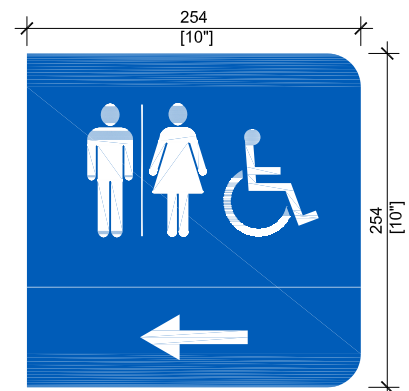
*Installation of Projecting Washroom Signs perpendicular to a wall*



**Projecting Accessible Women's Washroom Directional Sign [WPA1]**



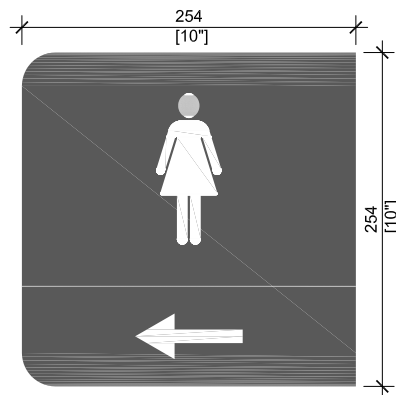
**Projecting Accessible Men's Washroom Directional Sign [WPA2]**



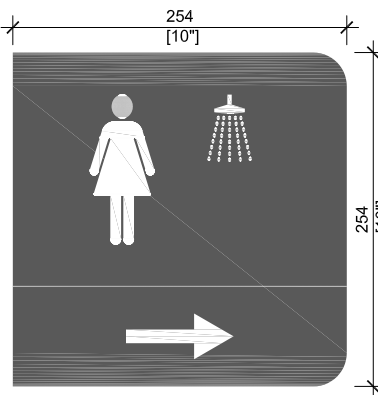
**Projecting Accessible Separate Men's and Women's Washrooms Directional Sign [WPA3]**



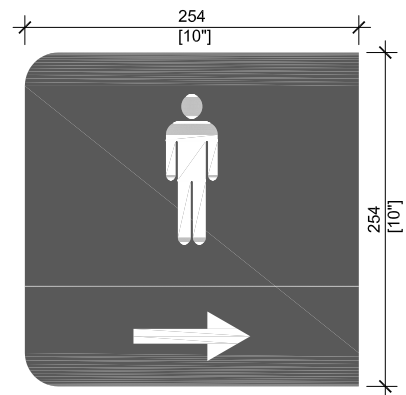
## Projecting Washroom Directional Signs [WPA3-WPA15]



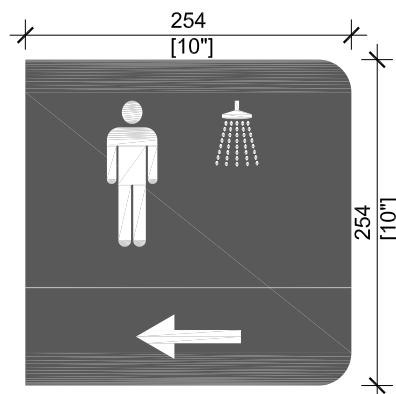
**Projecting Women's Washroom  
Directional Sign [WPA4]**



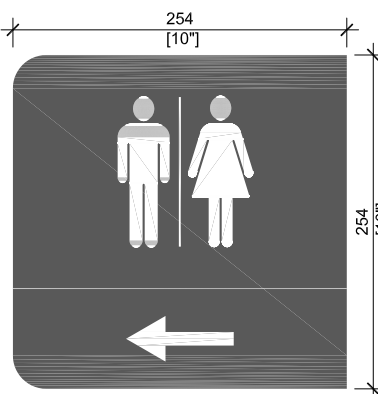
**Projecting Women's Washroom  
/ Shower Directional Sign  
[WPA4a]**



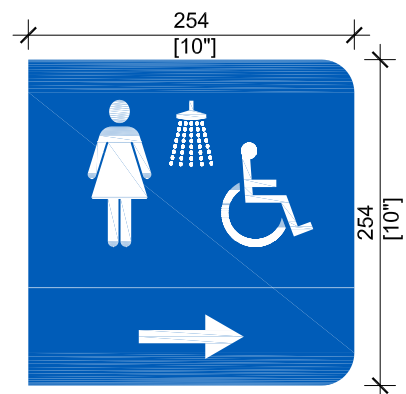
**Projecting Men's Washroom  
Directional Sign [WPA5]**



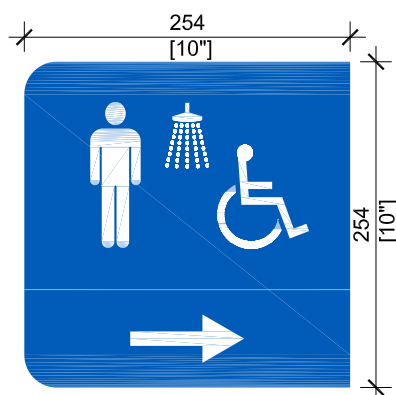
**Projecting Men's Washroom  
/ Shower Directional Sign  
[WPA5a]**



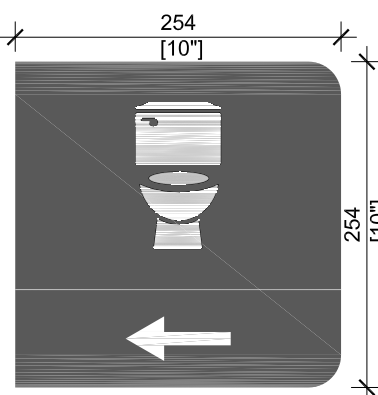
**Projecting Separate Men's  
and Women's Washrooms  
Directional Sign [WPA6]**



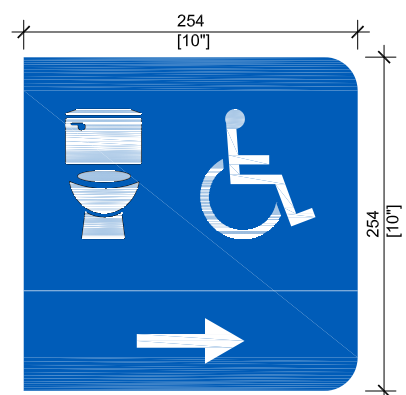
**Projecting Accessible Women's  
Washroom / Shower Directional  
Sign [WPA7]**



**Projecting Accessible Men's  
Washroom / Shower  
Directional Sign [WPA8]**



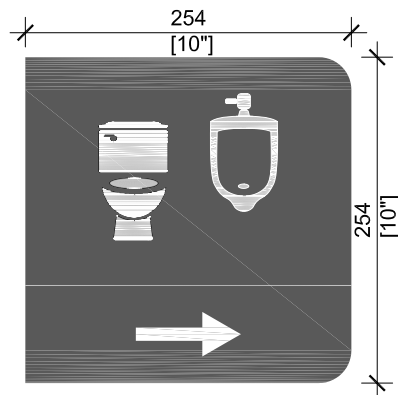
**Projecting All Gender  
Washroom Directional Sign  
[WPA14]**



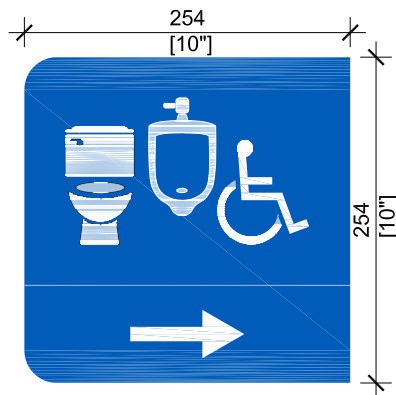
**Projecting Accessible All Gender  
Washroom Directional Sign  
[WPA15]**



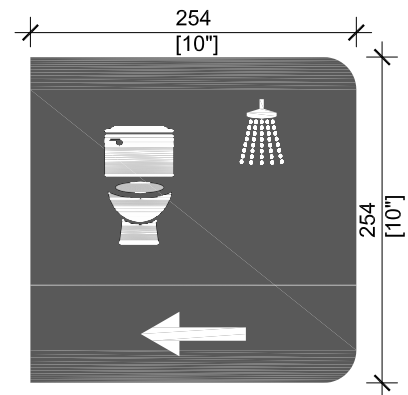
Projecting Washroom Directional Signs [WPA16-WPA25]



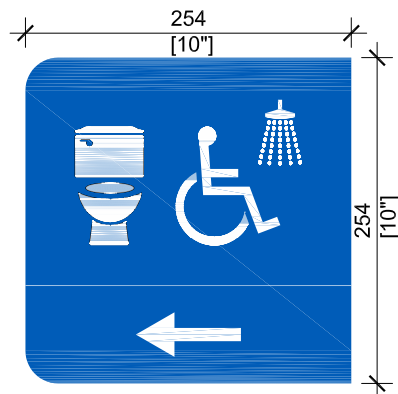
**Projecting All Gender Washroom w/ Urinal Directional Sign [WPA16]**



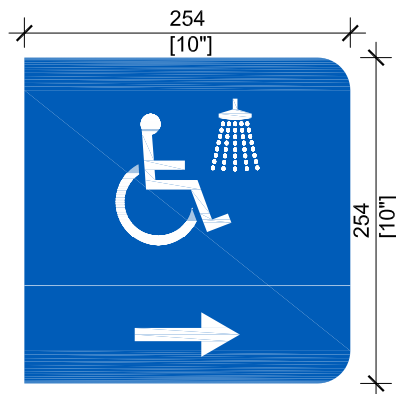
**Projecting Accessible All Gender Washroom w/ Urinal Directional Sign [WPA17]**



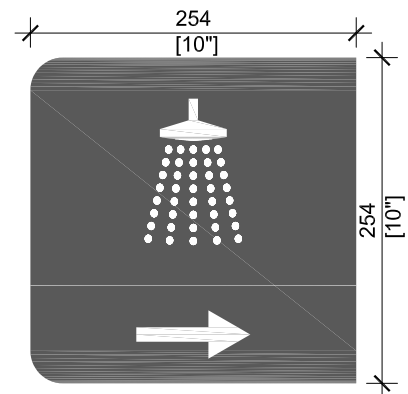
**Projecting All Gender Washroom / Shower Directional Sign [WPA18]**



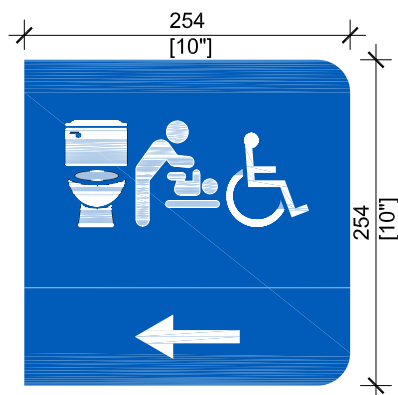
**Projecting Accessible All Gender Washroom / Shower Directional Sign [WPA19]**



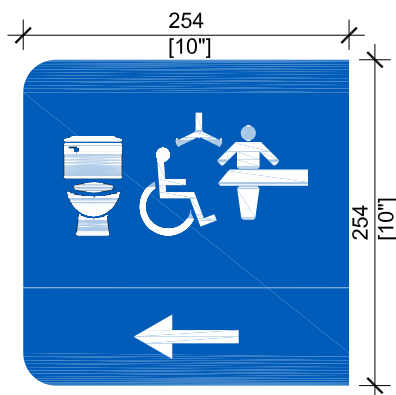
**Projecting Accessible All Gender Shower Directional Sign [WPA20]**



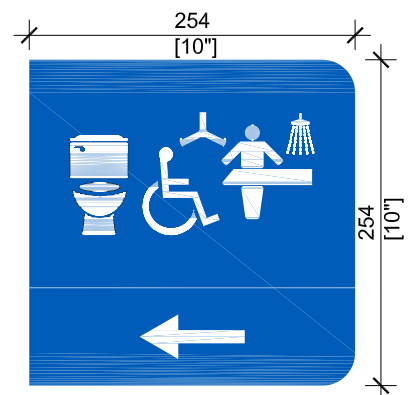
**Projecting All Gender Shower Directional Sign [WPA21]**



**Projecting Accessible All Gender Washroom w/ Change Table Directional Sign [WPA22]**



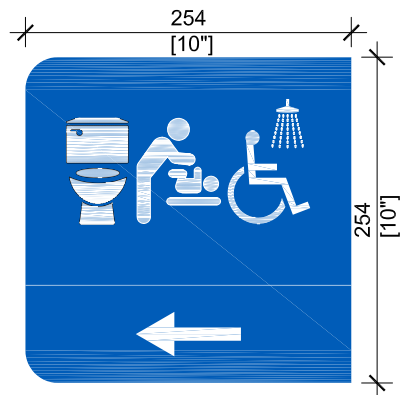
**Projecting All Gender Washroom with Accessible Changing Place Directional Sign [WPA24]**



**Projecting All Gender Washroom with Accessible Changing Place and Shower Directional Sign [WPA25]**



## Projecting Washroom Directional Signs [WPA26]



***Projecting All Gender Washroom  
Shower w/ Change Table  
Directional Sign [WPA26]***



## Washroom Stall Sign [WS1]

### Intent:

Washroom Stall Signs are to be installed on washroom stall doors where necessary.

### Size:

178mm x 254mm [7" x 10"]

### General Sign Construction:

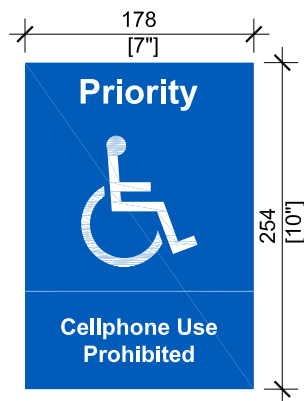
One engraved Lamicoid panel (3c) with 30 degree beveled edges, all four sides, adhered to door surface with double sided adhesive (20). Digital files of the logos to be supplied by UVic. Refer to section details, materials list and specifications for complete construction and material information.

### Installation Note:

Signs to be installed on both sides of stall door.



*Installation of Washroom Stall Signs*



**Accessible Priority Use  
[WS1]**

## Washroom Stall Plaques [WSP1-WSP6]

### Intent:

Washroom Stall Plaques are to be installed in all gender washrooms where the facilities within stalls aren't immediately obvious.

### Size:

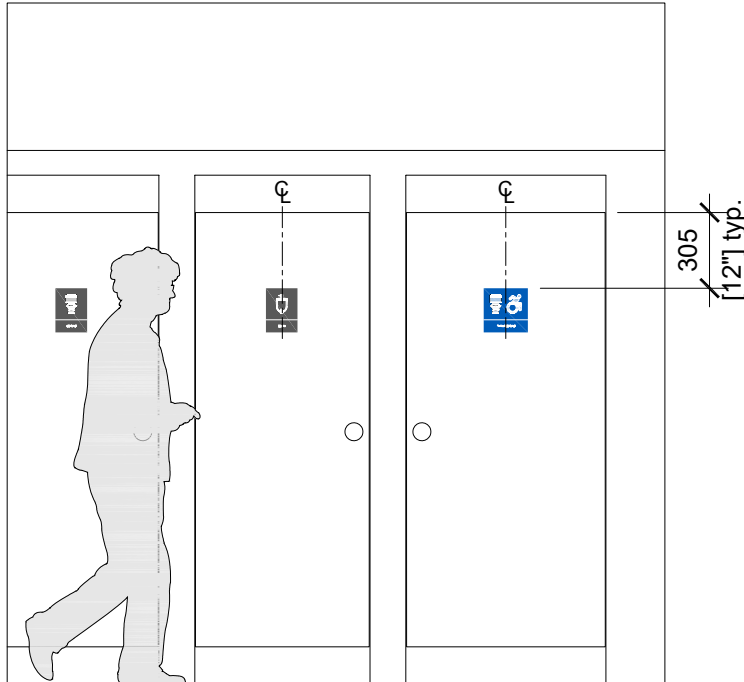
WSP1, 4: 178mm x 178mm [7" x 7"]

WSP2-3, 5: 127mm x 178mm [5" x 7"]

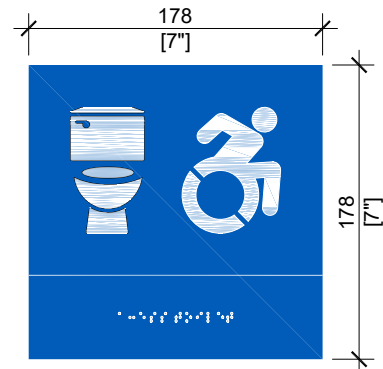
WSP6: 229mm x 178mm [9" x 7"]

### General Sign Construction:

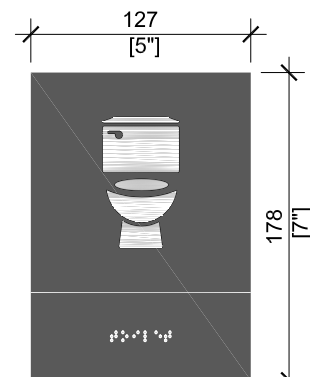
One engraved Lamicoid panel (3 or 3c) with 30 degree beveled edges, all four sides. The braille raster balls shall show the stall function, shall be grade two braille, lower case only and shall state if a stall is accessible. See Specifications and Details for braille translations. Signs shall be adhered to door surface with double sided adhesive (20). Digital files of the logos to be supplied by UVic. Refer to section details, materials list and specifications for complete construction and material information.



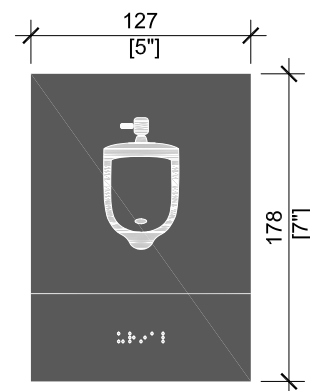
Installation of Washroom Stall Plaques



Accessible All Gender Toilet Stall Plaque [WSP1]



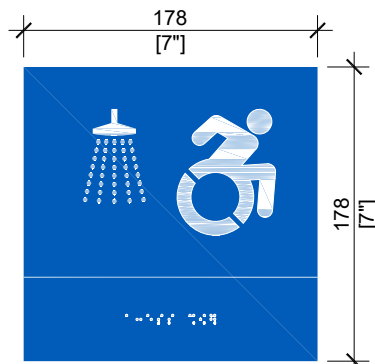
Non-Accessible All Gender Toilet Stall Plaque [WSP2]



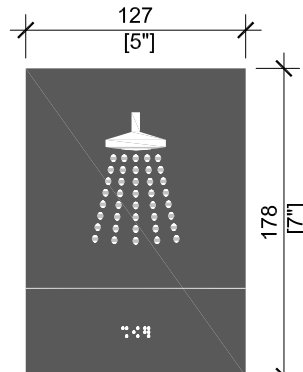
Urinal Stall Plaque [WSP3]



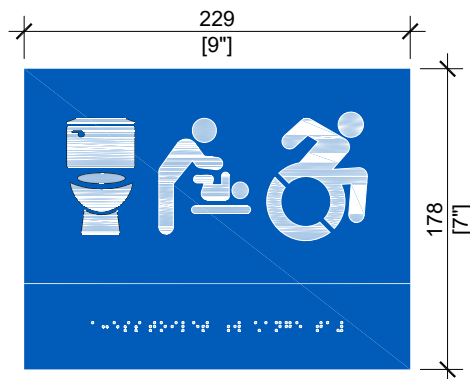
## Washroom Stall Plaques [WSP3-WSP6]



**Accessible All Gender Shower  
Stall Plaque [WSP4]**



**Non-Accessible All Gender  
Shower Stall Plaque  
[WSP5]**



**Accessible All Gender Toilet  
with Change Table  
Stall Plaque [WSP6]**



## Water Bottle Filling Station Signs [WF1]

### Intent:

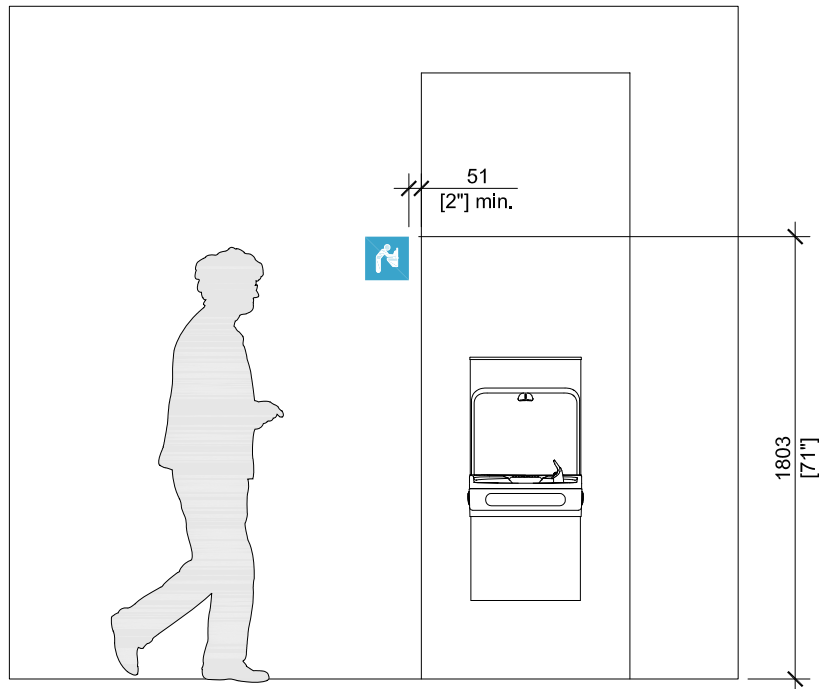
Water Bottle Filling Station Signs are to be installed beside water filling stations. WF signs are to be installed in tandem with Water Bottle Filling Station Projecting Signs [WP4] wherever possible.

### Size:

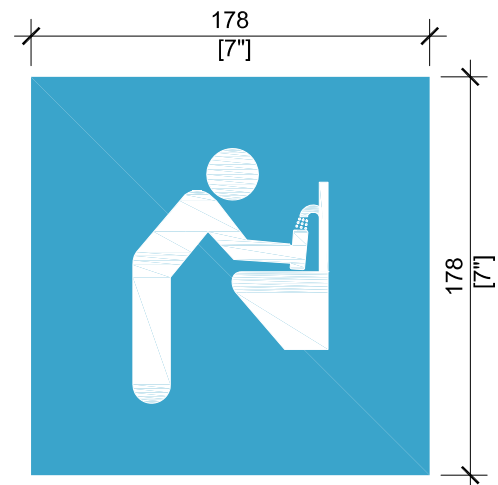
178mm x 178mm [7" x 7"]

### General Sign Construction:

One engraved Lamicoid panel (3p) with 30 degree beveled edges, all four sides, adhered to door surface with double sided adhesive (20). Digital files of the logos to be supplied by UVic. Refer to section details, materials list and specifications for complete construction and material information.



Installation of Water Filling Station Signs



Water Bottle Filling Station Sign [WF1]



## Water Bottle Filling Station Projecting Signs [PWF1, PWF1-45]

### Intent:

Projecting Water Bottle Filling Station Signs are to be installed above or near water bottle filling stations to help identify facilities. PWF signs are used in tandem with Water Bottle Filling Station [WF1] signs wherever possible.

### Size:

PWF1: 178mm x 178mm [7" x 7"]

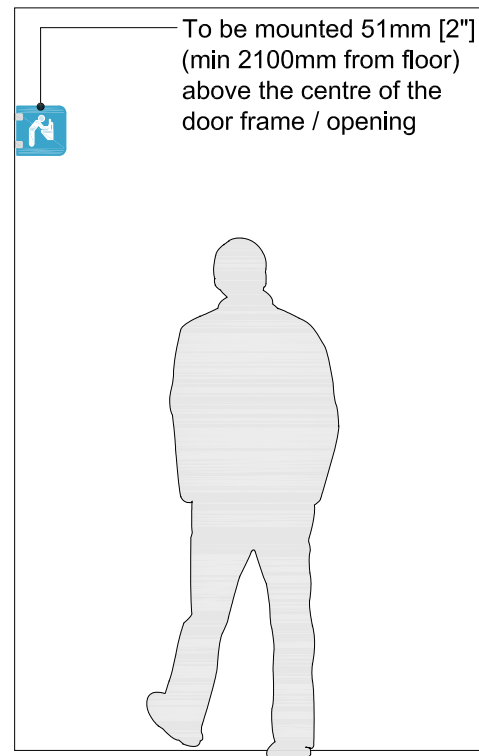
PWF1-45: 254mm x 178mm [10" x 7"]

### General Sign Construction:

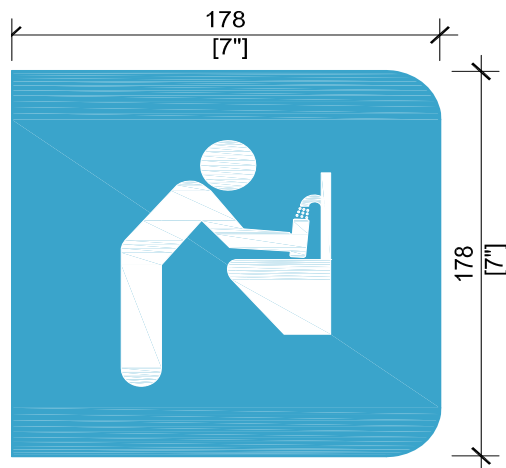
Mustang Aluminum Shelf Standoffs with Aluminum Composite Panel with engraved Lamicoïd panels on either side where mounted perpendicular to wall. Aluminum mounting bracket with engraved Lamicoïd panels on either side where mounted at angle. Mounted perpendicular to wall in most situations.

Projecting Washroom Signs are laid out in the same manner on both sides.

Where the sign is mounted on a corner or in a special situation, a PWF1-45 sign is used or the bracket is constructed to conform to the walls. Digital files of the logos to be supplied by UVic.



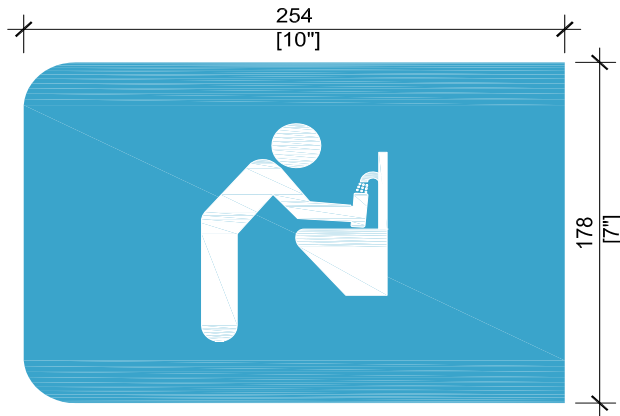
*Installation of Water Bottle Filling Station Signs [PWF1]*



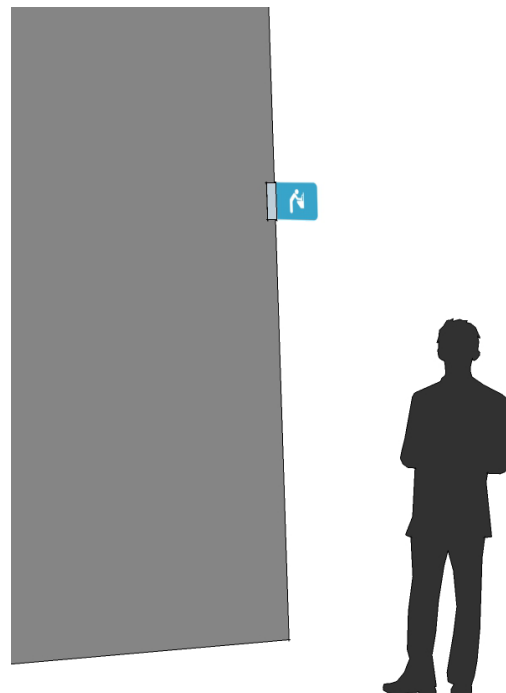
**Projecting Water Bottle Filling Station Sign [PWF1]**



## Water Bottle Filling Station Projecting Signs [PWF1-45], Continued



**45° Projecting Water Bottle Filling  
Station Sign [PWF1-45]**



*Installation of 45° Angle Bottle Filling Station  
Signs [PWF1-45] on a corner. Note that 178mm  
wide signs are extended to 241mm on corners to  
make them more visible.*