

Inclusive workplace environmental audit

Physical Accessibility:

Is the workplace accessible by wheelchair? NO YES

Are toilets accessible by wheelchair? NO YES

(Has a work health and safety audit been carried out for the individual and recommended assessment? NO YES)

Sensory Inclusivity:

Is the lighting LED rather than fluorescent? NO YES **If not, remove the fluorescent tubes and replace with LED lighting or desk lighting.**

Do windows have sun filtering blinds/curtains that can be adjusted? NO YES

If computer screens are used are they positioned to minimise reflecting light? NO YES **If not, reposition.**

Are noise minimising strategies in place (such as sound dampening flooring, plants, wall and ceiling coverings)? NO YES

Are noise cancelling headphones/ear plugs available if needed? NO YES

Social Inclusion:

Is wayfinding clear outside the workplace (Buildings labelled clearly)? NO YES

Is wayfinding clear inside the workplace (Clear and understandable signage)? NO YES

Are work/other zones clearly identified, with clear booking/usage information? NO YES

Strategies to address any NO responses: