Door signs in the customer environment standard

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The following sheets provide a visual reference and manufacturing details for common signing required on doors within Transport for London station areas. This document is not exhaustive but covers the common signing messages only. Where other door signs are required these should follow the same graphic principles. They should be read in conjunction with TfL safety standards. For colour references refer to the TfL Corporate Identity Standard.

All signs listed comply with TfL Corporate Standards and current statutory Health and Safety legislation.
1.0  Room identification signs (Type P – for public areas)

Single faced flat vitreous steel signs as detailed and in accordance with TfL standards.

Individual door codes to be applied in white stove enamel. Plates to be labelled on reverse with door number from ordering schedule.

Plates to be fitted to doors using 3M VHB double sided adhesive tape around all four edges, inset 1mm. (Signs to be delivered with tape applied).
1.1 Room identification signs (Type S – for public areas)

Single faced flat vitreous steel signs as detailed and in accordance with TfL standards.

Lettering to be VE finish if for doors in public areas, but may be cut 10 yr. vinyl in staff areas. Plates to be labelled on reverse with door number from ordering schedule.

Plates to be fitted to doors using 3M VHB double sided adhesive tape around all four edges, inset 1mm. (Signs to be delivered with tape applied).

TEXT SIZES Cap sizes 15, 12 or 10mm may be used - the largest possible for each legend as detailed.
2.0 Fire safety signs

Single faced flat vitreous steel signs as detailed and in accordance with TfL standards.

Full-size layouts available from TfL Signs Unit.

Plates to be fitted to doors using 3M VHB double sided adhesive White tape around all four edges, inset 1mm. (Signs to be delivered with tape applied).
2.1 Fire safety signs (standard detail)

- **FVI**: Fire main stop valve inside
  - Sign ref.: FVI
  - Cap height: 21
  - Size: 229 x 109

- **SVI**: Sprinkler stop valve inside
  - Sign ref.: SVI
  - Cap height: 21
  - Size: 229 x 109

- **FMSV**: Fire main stop valve
  - Sign ref.: FMSV
  - Cap height: 21
  - Size: 229 x 109

- **SSV**: Sprinkler stop valve
  - Sign ref.: SSV
  - Cap height: 21
  - Size: 229 x 109
3.0 Warning signs

Single faced flat vitreous steel signs as detailed and in accordance with TfL standards.

Full-size layouts available from TfL Signs Unit.

Plates to be fitted to doors using 3M VHB double sided adhesive White tape around all four edges, inset 1mm. (Signs to be delivered with tape applied).
3.1 Warning signs (standard detail)

<table>
<thead>
<tr>
<th>Sign ref.</th>
<th>Sign ref. Content</th>
<th>Cap height</th>
<th>Sign ref. Content</th>
<th>Cap height</th>
<th>Sign ref. Content</th>
<th>Cap height</th>
</tr>
</thead>
<tbody>
<tr>
<td>DHV</td>
<td>Danger High voltage</td>
<td>28</td>
<td>DOO</td>
<td>Caution Door opens outwards</td>
<td>25</td>
<td>DPC</td>
</tr>
<tr>
<td>DDI</td>
<td>Danger Deep drop inside</td>
<td>28</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>DMM</td>
<td>Danger Moving machinery</td>
<td>28</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MTS</td>
<td>Caution Mind the step</td>
<td>25</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Standard BS CORROSIVE symbol
### 4.0 Mandatory signs

Single faced flat vitreous steel signs as detailed and in White accordance with TfL standards.

Full-size layouts available from TfL Signs Unit.

Plates to be fitted to doors using 2mm rad 3M VHB double sided adhesive 4mm rad tape around all four edges, inset 1mm. (Signs to be delivered with 2mm white borders tape applied).
4.1 Mandatory signs (standard detail)

- **FDKS**: Fire door Keep shut
  - Sign ref.: FDKS
  - Cap height: 15 mm
  - Size: 229 x 64
- **FDKL**: Fire door Keep locked
  - Sign ref.: FDKL
  - Cap height: 15 mm
  - Size: 229 x 64
- **FDA**: Automatic fire door Keep clear
  - Sign ref.: FDA
  - Cap height: 12 mm
  - Size: 229 x 64
- **RO**: Report to Operations room
  - Sign ref.: RO
  - Cap height: 12 mm
  - Size: 229 x 64
- **LLO**: Leave light on at all times
  - Sign ref.: LLO
  - Cap height: 15 mm
  - Size: 229 x 64
- **ISB**: Inform Station Supervisor before leaving
  - Sign ref.: ISB
  - Cap height: 12 mm
  - Size: 229 x 64

For use on outside faces of Emergency exit doors.
- 30 mm cap height
- 4 mm white borders
- 8 mm external rad
- 4 mm internal rad
5.0 Emergency exit signs

Single faced flat vitreous steel signs as detailed and in accordance with TfL standards.

Full-size layouts available from TfL Signs Unit.

Plates to be fitted to doors using 4mm rad 3M VHB double sided adhesive tape around all four edges, inset 1mm. (Signs to be delivered with tape applied).

Emergency exit

White New Johnston Medium text & symbol on Safety Green ground

8mm rad

4mm rad

4mm white borders

450

100
5.1 Emergency exit signs (standard detail)

<table>
<thead>
<tr>
<th>Sign ref.</th>
<th>Cap height</th>
</tr>
</thead>
<tbody>
<tr>
<td>EE</td>
<td>28mm (F)</td>
</tr>
<tr>
<td>PBO</td>
<td>28mm (F)</td>
</tr>
<tr>
<td>EEA</td>
<td>28mm (F)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Height</th>
</tr>
</thead>
<tbody>
<tr>
<td>450 x 100</td>
</tr>
</tbody>
</table>

- **EE**
  - Emergency exit
  - 450 x 100

- **PBO**
  - Emergency exit
  - Push bar to open
  - 450 x 100

- **EEA**
  - Emergency exit
  - This door is fitted with an alarm
  - 450 x 100
6.0 Prohibition signs

Single faced flat vitreous steel signs as detailed and in accordance with TfL standards.

Full-size layouts available from TfL Signs Unit.

Plates to be fitted to doors using 3M VHB double sided adhesive tape around all four edges, inset 1mm. (Signs to be delivered with tape applied).
6.1 Prohibition signs (standard detail)

<table>
<thead>
<tr>
<th>Slgn ref.</th>
<th>Cap height</th>
</tr>
</thead>
<tbody>
<tr>
<td>NE</td>
<td>21</td>
</tr>
<tr>
<td>NEK</td>
<td>21</td>
</tr>
<tr>
<td>NS</td>
<td>16</td>
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7.0 General safety signs

Single faced flat vitreous steel signs as detailed and in accordance with TfL standards.

Full-size layouts available from TfL Signs Unit.
7.1 General safety signs continued

Single faced flat vitreous steel signs as detailed and in accordance with TfL standards.

Full-size layouts available from TfL Signs Unit.

Sign ref. SNS
7.2 General safety signs continued

Single faced flat vitreous steel signs as detailed and in accordance with TfL standards.

Full-size layouts available from TfL Signs Unit.

White New Johnston Medium text on Corporate Blue ground

2mm rad

15mm caps

4mm rad

73

2mm white borders

64
7.3 General safety signs continued

When door signs are combined they should be stacked in vertical alignment and horizontally centred within the door width.

Fire safety signs should be positioned at a fixed height of 1.6m above floor level.

All other signs should be ranged down from a 1.3m datum as shown.

When combining signs a gap of 10mm should be left between.

Door signs should be positioned in the following order, top to bottom:

- Fire safety
- Prohibition
- Warning
- Safe condition
- Mandatory
- Information

If in any doubt regarding the position of signs on a particular style of door, please contact the LUL Premises Engineer.

Examples are shown contain more signs than would normally be present on a typical door.

When fitting new signing it is essential that any existing signing conveying the same information is removed.

Example of typical sign layout for flush door
On panel doors, ensure signs are not fitted within actual panels unless absolutely necessary.

Where vision panels are fitted, a clear space of 50mm should be left around the glazing frame.

Where vision panels dictate the signs should be to one side, try to align elements vertically centred within remaining space.

For double doors, signs should be fitted to right hand door only, unless specified.
8.0 Public toilet facilities signs

Single faced flat vitreous steel signs as detailed and in accordance with TfL standards.

Individual door codes to be applied in white stove enamel. Plates to be labelled on reverse with door number from ordering schedule.

Plates to be fitted to doors using 3M VHB double sided adhesive tape around all four edges, inset 1mm. (Signs to be LUL Dark Blue delivered with tape applied).
8.1 Public toilet facilities signs (standard detail)

**TM**
- Sign ref.
- Cap height
- Men

**TW**
- Sign ref.
- Cap height
- Women

**MF**
- Sign ref.
- Cap height
- Toilets

**MFD**
- Sign ref.
- Cap height
- Toilets

**BC**
- Sign ref.
- Cap height
- Baby changing

**TD**
- Sign ref.
- Cap height
- Toilet
For further information:

These standards intend to outline basic principles and therefore cannot cover every application or eventuality.

In case of difficulty or doubt as to the correctness in the application of these standards, please contact TfL Corporate Design.
Telephone: 020 7126 4462
Internal extension: 64462

Suggestions for improving this document should be directed through the change control process. Contact TfL Corporate Design.

All TfL corporate design standards are available from the TfL internet site.
tfl.gov.uk/corporatedesign
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