

Australian Standard[®]

Technical drawing

Part 301: Architectural drawing



This Australian Standard® was prepared by Committee ME-072, Technical Drawing. It was approved on behalf of the Council of Standards Australia on 17 September 2008. This Standard was published on 2 December 2008.

The following are represented on Committee ME-072:

- Australian Institute of Quantity Surveyors (AIQS)
 - Department of Defence (Australia)
 - Department of Employment and Technical and Further Education, SA
 - Engineers Australia
 - Master Builders Australia
 - TAFE NSW
 - University of Adelaide
 - University of Melbourne
 - University of New South Wales
 - University of South Australia
-

This Standard was issued in draft form for comment as DR 08023.

Standards Australia wishes to acknowledge the participation of the expert individuals that contributed to the development of this Standard through their representation on the Committee and through the public comment period.

Keeping Standards up-to-date

Australian Standards® are living documents that reflect progress in science, technology and systems. To maintain their currency, all Standards are periodically reviewed, and new editions are published. Between editions, amendments may be issued.

Standards may also be withdrawn. It is important that readers assure themselves they are using a current Standard, which should include any amendments that may have been published since the Standard was published.

Detailed information about Australian Standards, drafts, amendments and new projects can be found by visiting **www.standards.org.au**

Standards Australia welcomes suggestions for improvements, and encourages readers to notify us immediately of any apparent inaccuracies or ambiguities. Contact us via email at **mail@standards.org.au**, or write to Standards Australia, GPO Box 476, Sydney, NSW 2001.

STANDARDS AUSTRALIA

RECONFIRMATION

OF

AS 1100.301–2008

Technical drawing

Part 301: Architectural drawing

RECONFIRMATION NOTICE

Technical Committee ME-072 has reviewed the content of this publication and in accordance with Standards Australia procedures for reconfirmation, it has been determined that the publication is still valid and does not require change.

Certain documents referenced in the publication may have been amended since the original date of publication. Users are advised to ensure that they are using the latest versions of such documents as appropriate, unless advised otherwise in this Reconfirmation Notice.

Approved for reconfirmation in accordance with Standards Australia procedures for reconfirmation on 12 March 2018.

The following are represented on Technical Committee ME-072:

- The University of New South Wales
- Department for Education and Child Development (SA)
- University of South Australia
- Australian Institute of Architects

NOTES

Australian Standard[®]

Technical drawing

Part 301: Architectural drawing

First published as AS 1100.13—1978 and AS 1100.301 Supp 1—1986.
AS 1100.13—1978 revised and redesignated AS 1100.301—1985.
AS 1100.301—1985 and AS 1100.301 Supp 1—1986, amalgamated,
revised and redesignated AS 1100.301—2008.
Reissued incorporating Amendment No. 1 (May 2011).

COPYRIGHT

© Standards Australia Limited

All rights are reserved. No part of this work may be reproduced or copied in any form or by any means, electronic or mechanical, including photocopying, without the written permission of the publisher, unless otherwise permitted under the Copyright Act 1968.

Published by SAI Global Limited under licence from Standards Australia Limited, GPO Box 476, Sydney, NSW 2001, Australia

ISBN 0 7337 8956 0

PREFACE

This Standard was prepared by the Joint Standards Australia/Standards New Zealand Committee ME-072, Technical Drawing, to supersede AS 1100.301—1985, *Technical Drawing*, Part 301: *Architectural drawing*, and AS 1100.301 Suppl 1—1986, *Architectural drawings* (Supplement to AS 1100.301—1985).

This Standard incorporates Amendment No. 1 (May 2011). The changes required by the Amendment are indicated in the text by a marginal bar and amendment number against the clause, note, table, figure or part thereof affected.

The objective of this Standard is to provide architects, builders, drafting officers and others in the building industry with a common method for the representation of buildings and their components to enable the preparation and unambiguous interpretation of architectural drawings.

This Standard is Part 301 of a series dealing with technical drawings, which is comprised of the following:

AS

- 1100 Technical drawing
- 1100.101 Part 101: General principles
- 1100.201 Part 201: Mechanical engineering drawing
- 1100.401 Part 401: Engineering survey and engineering survey design drawing
- 1100.501 Part 501: Structural engineering drawing

Reference to AS 1100.101 is required for the source, definition and basic requirements of some of the contents of this Standard.

In the preparation of this Standard, the committee took account of the recommendations of the International Organization for Standardization.

Acknowledgment is made of the example drawings provided by a number of students in the Faculty of Design, Architecture and Building at the University of Technology, Sydney.

A1

The 2008 edition of AS 1100.301 outlined differences in practice between Australia and New Zealand in the conventions for representing hinged doors and windows. That revised convention for Australia was chosen because it is commonly used in some overseas countries. However, this change in convention has not been accepted by the Australian community. Consequently, the convention in Australia for representing hinged doors and windows will now revert to that which existed prior to the 2008 edition of AS 1100.301 and as was shown in AS 1100.301—1985 and its supplement AS 1100.301 Suppl 1—1986. There is no change to the New Zealand convention. A single convention now applies to both Australia and New Zealand.

Due to these changes, where necessary and especially with plans and/or documents that did or do relate to AS 1100.301—2008, systems should be put in place, in a timely manner, so as to avoid any misunderstanding when interpreting those or subsequent plans and/or documents.

At present, there is no convention for hinged windows and doors in International Standards. Many regions of the world have historically developed their own nomenclature, conventions and symbols that relate to architectural drawings and building works. It is thought that due to such a situation, a worldwide International Standard covering such items will not be possible and that regional or national areas will continue to use their own nomenclature, conventions and symbols.

In addition to relevant international Standards listed in AS 1100.101, this Standard is in agreement with the following international Standards:

ISO

- 4067-2 Building and civil engineering drawings—Installations, Part 2: Simplified representation of sanitary appliances
- 4068 Building and civil engineering drawings; Reference lines
- 6284 Tolerances for building—Indication of tolerances on building and construction drawings
- 7518 Technical drawings—Construction drawings—Simplified representation of demolition and rebuilding
- 8560 Technical drawings—Construction drawings—Representation of modular sizes, lines and grids

CONTENTS

	<i>Page</i>
SECTION 1 SCOPE AND GENERAL	
1.1 SCOPE	5
1.2 APPLICATION	5
1.3 REFERENCED DOCUMENTS	5
1.4 DEFINITIONS	6
1.5 CLASSIFICATION OF DOCUMENTS	6
SECTION 2 GENERAL APPLICATIONS	
2.1 PAPER SIZE	9
2.2 DIMENSIONING	9
2.3 LINES	9
2.4 REFERENCE LINES	10
2.5 INDICATION OF DIMENSIONS AND TOLERANCES	11
2.6 REPRESENTATION OF DEMOLITION AND REBUILDING	12
2.7 SYMBOLS	14
2.8 ABBREVIATIONS	16
2.9 KEY TO THE LIST OF ABBREVIATIONS	17
2.10 DESIGNATION AND CODING OF SPACES AND COMPONENTS	18
2.11 DRAWING SCALES	19
2.12 LAYOUT OF DRAWING SHEETS	19
2.13 ORIENTATION OF PLANS	19
2.14 CROSS-REFERENCING DRAWINGS	20
2.15 EXAMPLE DRAWINGS	20
SECTION 3 INDICATION OF LEVELS AND GRADIENTS	
3.1 EXPRESSION OF LEVELS	21
3.2 EXPRESSION OF SLOPE	22
SECTION 4 ARCHITECTURAL CONVENTIONS	
4.1 GENERAL	23
4.2 WINDOWS	23
4.3 DOORS	26
4.4 MISCELLANEOUS CONVENTIONS	29
SECTION 5 REPRESENTATION OF MATERIALS	
5.1 HATCHING	34
5.2 COLOURING	34
SECTION 6 REPRESENTATION OF MODULAR SIZES, LINES AND GRIDS	
6.1 GENERAL	37
6.2 DESIGNATIONS OF MODULAR SIZES	37
6.3 REPRESENTATION OF MODULAR LINES AND SIZES	37
6.4 REPRESENTATION OF MODULAR GRIDS	38
APPENDICES	
A DIMENSIONING BY COORDINATES AND USE OF GRIDS	41
B CONVENTIONS FOR CROSS-REFERENCING OF DRAWINGS	43
C EXAMPLE DRAWINGS	44

STANDARDS AUSTRALIA

Australian Standard Technical drawing

Part 301: Architectural drawing

SECTION 1 SCOPE AND GENERAL

1.1 SCOPE

This Standard sets out requirements and recommendations for architectural drawing practice. It is complementary to AS 1100.101.

This Standard indicates methods of presenting drawings of architectural work, before, during and after the construction period.

The Standard includes information on abbreviations (additional to those in AS 1100.101), the layout of drawing sheets, line conventions and conventions for the cross-referencing of drawings, coordinates and grids.

NOTE: Examples of drawings are given in Appendix C.

1.2 APPLICATION

The principles given in this Standard are intended for adoption by architects, engineers, drafters and builders in both Government agencies and private enterprise throughout Australia.

The Standard is intended as a basis for common practice and consistency of application, upon which technical organizations can base their own detailed rules or manuals for the preparation and presentation of drafting work.

The application of this Standard may require reference to AS 1100.201, AS 1100.401 AS 1101.501 and AS/NZS 1102.111.

1.3 REFERENCED DOCUMENTS

The following documents are referred to in this Standard:

AS

- | | |
|----------|--|
| 1100 | Technical drawing |
| 1100.101 | Part 101: General principles |
| 1100.201 | Part 201: Mechanical engineering drawing |
| 1100.401 | Part 401: Engineering survey and engineering survey design drawing |
| 1100.501 | Part 501: Structural engineering drawing |

- | | |
|--------|---|
| 1101 | Graphic symbols for general engineering |
| 1101.5 | Part 5: Piping, ducting and mechanical services for buildings |

2700S Colour standards for general purposes

AS ISO

- | | |
|------|--|
| 1000 | The international system of units (SI) and its application |
|------|--|

AS/NZS

- | | |
|----------|---|
| 1102 | Graphical symbols for electrotechnology |
| 1102.111 | Part 111: Architectural and topographical installation plans and diagrams |

NZS	
7702	Specification for colours for identification, coding and special purposes
SA	
HB 20	Graphical symbols for fire protection drawings

1.4 DEFINITIONS

For the purpose of this Standard, the definitions given in AS 1100.101, and those below apply:

1.4.1 Detail

Auxiliary view removed from its true projected position in order to provide added clarity. It may be drawn as a full or partial view and the scale may be the same as that of the main view or larger.

NOTE: Alternative term in AS 1100.101 is 'removed view'.

1.4.2 Elevation

The projection on a vertical plane of any object, such as a building or component, viewed at right angles to the plane of projection.

NOTE: Alternative terms in AS 1100.101 are 'side, front and rear view'.

1.4.3 Job datum

A clearly defined and accessible marker that will be visible and which cannot be moved during the course of a job, from which the required levels of the parts of a building or its site can be readily measured during construction.

1.4.4 Level

The height or depth of an object or point related to a specified datum.

NOTE: Where possible, this datum should be the Australian Height Datum or the New Zealand Height Datum of Mean Sea Level.

1.4.5 Plan

The horizontal section or projection of any object, such as a building, or the projection on a horizontal plane of a site, building or component, viewed from above at right angles to the plane of section or projection.

NOTE: Alternative term in AS 1100.101 is 'top view'.

1.4.6 Reduced level (RL)

A level related to a nominated datum.

1.4.7 Reflected plan

The plan of a ceiling or the like, viewed from above as if reflected by the upper surface of a horizontal plane of section below the ceiling.

1.4.8 Section

The view of an object at the cutting plane, which may typically include that detail beyond the cutting plane.

1.5 CLASSIFICATION OF DOCUMENTS

1.5.1 General

For clarity in communication and to enable information to be found quickly, documents shall be classified according to the type of information to be presented.

Each document should contain only information that is appropriate to its category. Drawings should not contain information which can be better conveyed by schedules or specifications, and vice versa.

1.5.2 Document classification

1.5.2.1 Types

For the purpose of classification, documents may be identified as ‘drawings’ or ‘other documents’, as outlined in Clauses 1.5.2.2 and 1.5.2.3.

1.5.2.2 Drawings

Drawings are classified as follows:

- A1 | (a) *Drawings at design stage* These drawings may also be referred to as concept drawings. Design (or concept) drawings are as follows:
- (i) *Schematic drawing* A preliminary design drawing, sketch or diagram showing, in outline form, the designer’s general intention.
 - (ii) *Development drawing* A design drawing developed to show the building and site as envisaged by the designer and from which production drawings can be produced.

NOTE: These drawings are intended for client decision-making and are non-technical.

- (b) *Drawings at production stage* Production stage drawings are as follows:

- (i) *Location drawing* A drawing produced in order to—
 - (A) gain an overall picture of the layout and shape of the building;
 - (B) determine setting-out dimensions for the building as a whole;
 - (C) locate and identify the spaces and parts of the building, e.g. rooms, doors, cladding panels, drainage; and
 - (D) pick up references that lead to more specific information, particularly about junctions between the parts of the building.

Each group of location drawings will almost always include site plans, floor plans, elevations, sections and very often, drainage plans, but there may be occasions where further categories such as joist layouts, reflected ceiling plans or the enlargement of complex areas may be necessary.

The location drawings may also be commonly referred to as architectural drawings, especially in the residential construction industry.

- (ii) *Construction (or structural) detail drawing* A drawing to show details necessary for the construction phase of the project. Such drawings show how a given item relates to the other items around it (for example, detailed brickwork layout for feature brickwork, sheet flooring layout).
- (iii) *Component drawing* A drawing to show the information necessary for the manufacture and application of components. Information on basic sizes, and system or performance data are often also shown.
- (iv) *Assembly drawing* A drawing to show in detail the relationship of buildings and junctions in and between elements and components.

1.5.2.3 Other documents

Other documents identified at production stage are as follows:

- (a) *Specification* A precise description of materials and workmanship of a project, or parts thereof, that are not shown on drawings or in schedules.

- (b) *Schedule* Tabulated information on a range of similar items differing in detail, such as doors and windows.
- (c) *Bill or schedule of quantities* A complete listing of the quantities of material, labour and any other items required to carry out a project, based on the specification, drawings and schedules.
- (d) Engineering specifications and/or other reports may be required to allow the proposed construction to proceed effectively.
- (e) Other documents that may be required by statutory authorities or that clarify the drawings, specifications, other reports as mentioned above or that may assist with the construction process. Such documents may not be required on all projects (for example, energy efficiency certificates and details to be considered in relation to Occupational Health and Safety).

1.5.2.4 *Appendices to drawings*

The amount of information that the designer may want to put on a given drawing may not physically fit on the drawing sheet. The designer may also wish to avoid making the drawing too cluttered with text; an appendix to such a drawing may be used as required by the designer.

Where an appendix is used, it may be placed at the back of the drawing sheets or immediately behind the relevant drawing (within the collection of drawing sheets).

Where details or notes applicable to any drawing are on a separate sheet (i.e. an Appendix), the drawing concerned shall clearly show that an appendix applies to that drawing. This may be indicated by a note located in the bottom section of the drawing sheet. In addition, the appendix sheet shall have a clear reference back to the relevant drawing sheet. The reference on the appendix (referring to a particular drawing sheet) shall be clearly discernible and located in the bottom section of the appendix sheet.

SECTION 2 GENERAL APPLICATIONS

2.1 PAPER SIZE

The dimensions of the paper sheets upon which the drawings are to be drawn or printed are to be determined by the person doing the drawing. In making such a decision, various relevant issues should be considered (for example, the client's requirements; the size and complexity of the drawings to be done; the end use of the drawings; the requirements of various statutory authorities).

2.2 DIMENSIONING

Units and methods used in dimensioning of drawings shall be in accordance with AS 1100.101 and AS ISO 1000. Dimensions may be indicated in accordance with the conventions in Figure 2.1.

Dimensioning by coordinates shall be as specified in Appendix A.

Dimensions			Convention
(a)	Dimensions	Method 1	
	Method 1 is preferred except with grid lines	Method 2	
(b)	Running dimensions	Method 1 (preferred) Circle dia. $0.8 h$	
		Method 2 Dot dia. $0.5 h$	
(c)	Controlling zone		
(d)	Dimensions or a space taken to coordinating planes		

h = Lettering height

FIGURE 2.1 CONVENTIONS FOR DIMENSION LINES AND TERMINATORS

2.3 LINES

2.3.1 Type of line

A type of line appropriate for each application should be selected from AS 1100.101, and used in accordance with Table 2.1.

2.3.2 Line thickness

Line thicknesses shall be selected in accordance with AS 1100.101.

2.3.3 Contract work

Drawn items showing part of the builder's contract work shall be shown with continuous lines and other items shall be shown with dashed lines along with an applicable note.

TABLE 2.1
APPLICATIONS OF LINES

Drawing and application	Type of line
Schematic drawings:	
Outline of new buildings and site boundaries	Continuous thick
Outline of existing building	Continuous medium
Reference lines, dimension lines and hatching	Continuous thin
Development drawings:	
Outline of site and new building	Continuous thick
General building works and landscaping	Continuous medium
Reference grids, dimension lines and hatching	Continuous thin
Location drawings:	
Primary elements in horizontal or vertical section, outlines requiring emphasis	Continuous thick
Components and assemblies in plan, section and elevation	Continuous medium
Reference grids, dimension lines and hatching	Continuous thin
Component and assembly drawings:	
Profiles in horizontal or vertical section	Continuous thick
Profiles in plan or elevation	Continuous medium
Reference grids, dimension lines and hatching	Continuous thin

2.4 REFERENCE LINES

2.4.1 Reference lines

Reference lines shall be as indicated in Figure 2.2(a) or 2.2 (b).

2.4.2 Arbitrary reference lines

Arbitrary reference lines are independent of a reference system and are generally used in setting out. They shall be drawn with a thick chain line terminating in a circle, as shown in Figure 2.2(c).

2.4.3 Special requirements

Arbitrary reference lines with special requirements, for example where the line is to be set out by an authorized surveyor, shall be drawn with a thick chain line terminating in a diamond drawn with a continuous thin line, as shown in Figure 2.2(d).

2.4.4 References

A reference may be placed within or near the terminator.

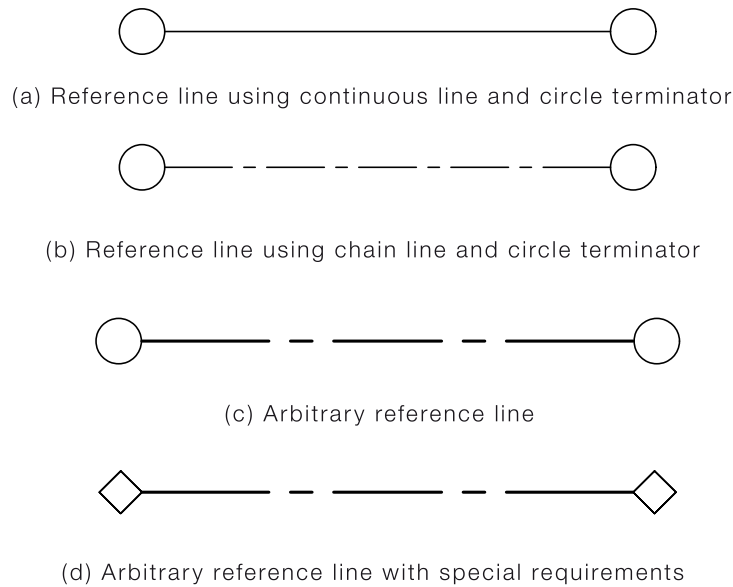


FIGURE 2.2 REFERENCE LINES

2.5 INDICATION OF DIMENSIONS AND TOLERANCES

2.5.1 General

The methods of indicating dimensions and tolerances are provided in AS 1100.101.

2.5.2 Toleranced dimensions

Toleranced dimensions indicate the feature size and permitted deviations.

NOTE: For examples of dimensional tolerances see Figure 2.3.

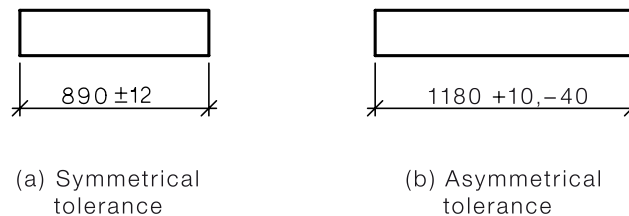


FIGURE 2.3 DIMENSIONAL TOLERANCES—EXAMPLES

2.5.3 Tolerances between features

Tolerances between features are tolerances locating one feature in relation to another.

NOTE: For example of tolerances between features see Figure 2.4.

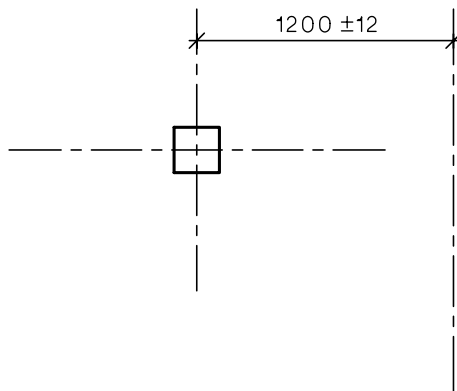


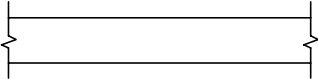
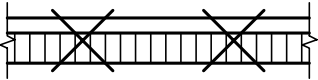
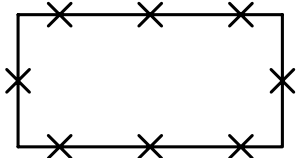
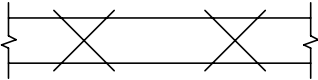
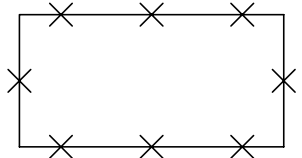
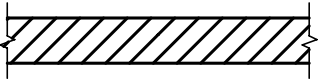
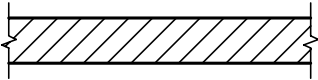
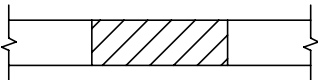
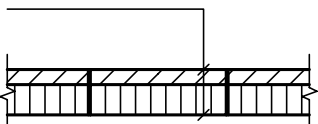
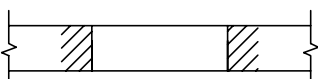
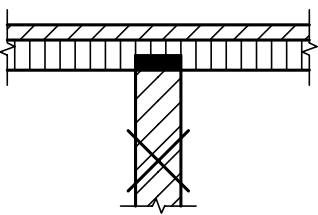
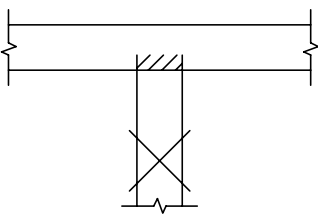
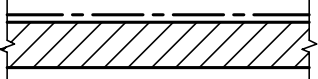
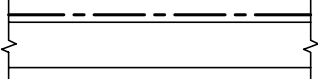
FIGURE 2.4 TOLERANCES BETWEEN FEATURES—EXAMPLE

2.6 REPRESENTATION OF DEMOLITION AND REBUILDING

A clear contrast should be aimed at when indicating retained, removed and new parts. Where necessary the drawings shall be supported by text. Representations of demolition and building are given in Table 2.2.

To clarify the alterations planned, the original or existing state of the building may be shown on a drawing with indications of the planned alterations, as well as using a new drawing of the altered building.

TABLE 2.2
DEMOLITION AND BUILDING

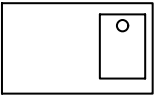
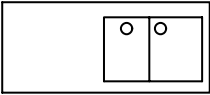
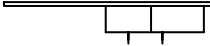
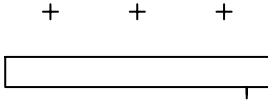
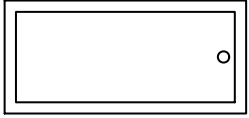
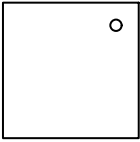
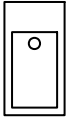
No.	Intention	Indication to be made on	
		Existing drawing	New drawing
1	Existing part to be retained	(no convention)	
2	Existing part to be removed	 	 
3	New part	 Hatching or shading, clearly distinguishable from the existing hatching	 Hatching or shading in accordance with Section 5
4	Closing of an opening part in existing construction	 Hatching or shading, clearly distinguishable from the existing hatching	 Hatching or shading in accordance with Section 5
5	New opening in existing construction	NEW OPENING 	
6	Making good of existing construction after demolition of connected construction		
7	Work requiring modification of the surface layer		

2.7 SYMBOLS

The symbols given in Table 2.3 should be used to indicate relevant features on drawings prepared for general or communication purposes, but only where drawing to scale is impractical.

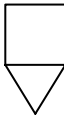
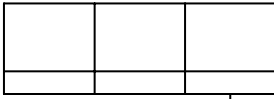
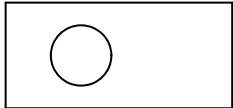
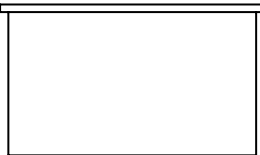
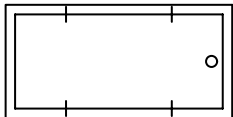
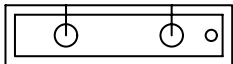
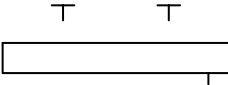
NOTE: Symbol size and line thickness will depend on drawing size and scale. Symbols given have, therefore, not been dimensioned.

TABLE 2.3
GENERAL SYMBOLS

No.	Description	Plan*	Elevation
1	Single sink, left hand drainer		
2	Double sink, left hand drainer		
3	Cleaner's sink		
4	Laundry sink		
5	Washbasin		
6	Industrial washing trough		
7	Bath A shower bath is indicated by the bath symbol with letters SHR superimposed		
8	Shower tray		
9	Bidet		

(continued)

TABLE 2.3 (continued)

No.	Description	Plan*	Elevation
10	WC		
11	Urinal bowl		
12	Urinal stalls		
13	Vanity basin (Locate bowl as required)		
14	Spa bath (Indicate spa jets with marks on shape of bath)		
15	Drinking trough (Show number of fountains)		
16	Drinking fountain		
17	Cook top (Example configuration)		

*The waste hole should be located in the correct position on the symbol

NOTE: The symbols are recommended only and, where possible, the symbols should be drawn without their associated abbreviations, to minimize clutter and improve clarity. Abbreviations should not be required, for example, where a larger scale drawing is cross-referenced, but may be required if there is a need for other symbols of similar appearance.

Examples of symbols not included are refrigerator, dishwasher, clothes washer, clothes dryer, cooker, wall oven. Most of these would be squares or rectangles (possibly with a diagonal through them) and the associated abbreviation.

Some symbols shown in AS 1100.401 are applicable to block and site plans.

2.8 ABBREVIATIONS

Abbreviations for use in general applications shall be in accordance with AS 1100.101 and Tables 2.4 and 2.5. Table 2.5 gives the decoding of the abbreviations given in Table 2.4.

TABLE 2.4
GENERAL ABBREVIATIONS—ENCODING

Word	Abbreviation	Word	Abbreviation
acid-resistant	AR	glass-reinforced concrete	GRC
acid waste	AW	glass-reinforced plastic	GRP
acoustic plaster	AP	glazed earthenware	GEW
acoustic tiling	AT	granolithic	GRANO
air brick	AB	ground floor level	GFL
airconditioning	AIRCOND	heater	HTR
aluminium	AL	hot water unit	HW
asphalt	ASPH	linoleum	LINO
blanket	BLKT	nickel plated	NP
bookcase	BC	off-form concrete	OFC
brickwork	BWK	precast concrete	PC
brick veneer	BV	quarry tile	QT
cavity wall	CW	rainwater head	RWH
cement render	CR	rainwater pipe	RWP
ceramic tile	CT	reduced level	RL
chemical closet	CC	refrigerator	R
clothes dryer	CD	reinforced concrete	RC
cooker	C	roller shutter	RS
corrugated	CORR	shower	SHR
cupboard	CPD	stainless steel	SS
damp-proof course	DPC	standpipe	SP
damp-proof membrane	DPM	structure finished level	SFL
dishwasher	DW	terracotta	TC
door	D	terrazzo	TRZO
double glazing	DG	underside	U/S
double hung	DH	urinal	U
downpipe	DP	vinyl	V
drinking fountain	DF	wardrobe	WR
face brick	FB	washing machine	WM
fibrous cement	FC	water closet	WC
finished ceiling level	FCL	weatherboard	WB
finished floor level	FFL	western red cedar	WRC
fixed	F	window	W
floor waste	FW	yard gully	YG

TABLE 2.5
GENERAL ABBREVIATIONS—DECODING

Abbreviation	Word(s)	Abbreviation	Word(s)
AB	air brick	GEW	glazed earthenware
AIRCOND	airconditioning	GFL	ground floor level
AL	aluminium	GRANO	granolithic
AP	acoustic plaster	GRC	glass-reinforced concrete
AR	acid-resistant	GRP	glass-reinforced plastic
ASPH	asphalt	HTR	heater
AT	acoustic tiling	HW	hot water unit
AW	acid waste	LINO	linoleum
BC	bookcase	NP	nickel plated
BLKT	blanket	OFC	off-form concrete
BV	brick veneer	PC	precast concrete
BWK	brickwork	QT	quarry tile
C	cooker	R	refrigerator
CC	chemical closet	RC	reinforced concrete
CD	clothes dryer	RL	reduced level
CORR	corrugated	RS	roller shutter
CPD	cupboard	RWH	rainwater head
CR	cement render	RWP	rainwater pipe
CT	ceramic tile	SHR	shower
CW	cavity wall	SFL	structure finished level
D	door	SP	standpipe
DF	drinking fountain	SS	stainless steel
DG	double glazing	TC	terracotta
DH	double hung	TRZO	terrazzo
DP	downpipe	U	urinal
DPC	damp-proof course	U/S	underside
DPM	damp-proof membrane	V	vinyl
DW	dishwasher	W	window
F	fixed	WB	weatherboard
FB	face brick	WC	water closet
FC	fibrous cement	WM	washing machine
FCL	finished ceiling level	WR	wardrobe
FFL	finished floor level	WRC	western red cedar
FW	floor waste	YG	yard gully

NOTE: AC was used for asbestos cement on older drawings. It is no longer used.

2.9 KEY TO THE LIST OF ABBREVIATIONS

Where appropriate, a list of abbreviations and their meanings shall be provided in respect of items not represented by standard symbols, such as the following examples:

- (a) Existing work.
- (b) Set-out lines.

NOTES:

- 1 Usage is to be clarified
- 2 See AS 1100.401 and Appendix C for further examples.

This list of abbreviations may be designated (headed) any one of the following, which are defined in this Standard as all having the same meaning:

- (i) LIST OF ABBREVIATIONS.
- (ii) KEY.
- (iii) LEGEND.

2.10 DESIGNATION AND CODING OF SPACES AND COMPONENTS

2.10.1 General

Rooms or enclosed spaces, components, units of equipment and other items may be numbered to facilitate identification, both on drawings and on schedules.

2.10.2 Sequence of numbering

The numbering or referencing should follow a logical sequence, the method adopted being dependent on the nature of the job. Generally, numbering should proceed clockwise.

2.10.3 Designation of levels

Where the use of conventional terminology, e.g. basement, ground floor, first floor and the like, could be confusing, building levels should be numbered from the lowest level (Level 1) upwards. Special levels, such as lobbies at different levels, should be clearly noted against the floor number.

2.10.4 Designation of rooms and spaces

A numerical sequence starting with 1 should be used to designate rooms and other important spaces on each level. Small cupboards should not be given a separate number but should be allocated the number of the room in which they are situated followed by an appropriate suffix.

Stairs, ducts, shafts and the like, which are continuous through two or more levels should be given the same number on each level with an appropriate distinguishing name or letter prefix (e.g. Stair 3 or S3).

In all documentation, the room or space reference should be identified by prefixing it with the level number on which it occurs and a dot, allowing sufficient digits for identification of all rooms and spaces. Thus, where there are between 10 and 99 rooms—

2.08 means level 2, room 8, (not level 20, room 8)

2.12 means level 2, room 12

10.01 means level 10, room 1.

2.10.5 Identification of components

Where appropriate, suitable identification may be allocated to each class of component or item of equipment. The nomenclature adopted shall be clearly stated both on drawings and on schedules. Numbering within each class should be consecutive, starting from 1. Additionally, a type number or letter may be shown if this is desired. Numbering may start from 1 on each floor or may be consecutive for the whole building, as convenient.

When reference is made to a component or item of equipment other than on the plan on which it is shown, the appropriate level number should precede the reference, as for spaces (see Clause 2.10.4) (e.g. 2.S3 indicating level 2 stair S3).

2.10.6 Identification of windows and doors

Windows and doors shall be cross-referenced to drawings or schedules as shown in Appendix B, Item (e).