

TAKE THE STAIRS

StairWell Refresh and Signage Request



Use one copy of this form for each StairWell Refresh and/or Signage Request.

If you need extra copies, please photocopy this form before filling it out, or print out extras from the online PDF at the UCR Healthy Campus website at https://wellness.ucr.edu/healthy_campus_initiative/built_environment.html.

Submit your completed StairWell Refresh and Signage Request form to healthycampus@ucr.edu.

REQUESTER NAME: _____

BUILDING NAME: _____

WHERE IN THE BUILDING IS THIS STAIRWELL LOCATED?

(How do I get there?): _____

REQUEST DATE: _____

Stairwell refresh includes the following:

- Painting of walls, handrails and baseboards if needed
- Deep cleaning
- Installation of LED light bulbs (this does not include installation of light fixtures)

Stairwell signage includes the approved artwork detailed on the Take the Stairs Design Menu accessible at the UCR Healthy Campus website: https://wellness.ucr.edu/healthy_campus_initiative/built_environment.html.

- Elevator wraps
- Floor signs
- Wall signs
- Stair riser signs

1. Is this request for stairwell refresh, signage, or both? *Refresh* *Signage* *Both*
2. Please complete the following assessment for the stairwell for which you are requesting refresh, signage, or both:
- a. How many floors are in this building? _____ floors
- b. How many flights of stairs per floor and per flight are there? _____ flights _____ stairs per flight
- c. Is there an elevator nearby? *Yes* *No* If yes, how far is it from the stairs? _____
- d. Is this stairwell easy to locate (especially at points of decision, i.e. entrances and elevators)? *Yes* *No*
If no, please describe. _____
- e. Is this stairwell accessible (and unlocked)? *Yes* *No*
If no, please describe. _____

TAKE THE STAIRS
StairWell Refresh and Signage Request CONTINUED



- | | | |
|-------------------------------------|-----|----|
| f. Does this stairwell appear safe? | Yes | No |
| Equipped with a non-slip surface? | Yes | No |
| Well-maintained? | Yes | No |
| Well-lit? | Yes | No |
| Well-trafficked? | Yes | No |
| Free of trip hazards? | Yes | No |

- | | | |
|------------------------------------|-----|----|
| g. Is this stairwell attractive? | Yes | No |
| Fresh paint and/or wall coverings? | Yes | No |
| <i>If no, please describe.</i> | | |

Clean?	Yes	No
<i>If no, please describe.</i>		

Adequate lighting?	Yes	No
<i>If no, please describe.</i>		

Adequate carpet/floor coverings?	Yes	No
<i>If no, please describe.</i>		

- h. Are there obvious deterrents to taking the stairs (i.e. smoking, odors, low light)? Please describe.

- i. Please take note of any opportunities that you have observed to assist people in choosing the stairs.

- j. Are there areas that would benefit from specific way-finding instructions or motivational signage?
