



Access Statement

OeAD premises in Wasagasse 4
1090 Vienna

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1. Service chain



The service chain serves as a guide to the OeAD's publicly accessible services relating to events and advisory sessions.

The service chain outlines the range of services, from initial information on how to get here to the services available on the OeAD premises.

The OeAD's service chain comprises the following elements:

- + Contact information
- + Getting here
- + Entrance
- + Lifts
- + Mezzanine: Reception
- + Mezzanine: Meeting room
- + Toilets
- + Escape routes

The following sections describe the elements of the service chain in detail.

These descriptions are intended to help you assess whether you can make use of the OeAD's services.

1.1. Contact details

The contact person for accessibility issues at the OeAD is Christoph Kren
christoph.kren@oead.at, telephone number +43 1 53408-209

Address: Ebendorferstraße 7, 1010 Vienna

On-site support is provided by the staff at the OeAD reception on +43 1 53408-11 or +43 1 53408-0

Further information can be found on the website www.oead.at/barrierefreiheit

1.2. Travelling by public transport

1.2.1. Take the U2 to Schottentor station – approximately 250m on foot

You can reach Schottentor station via tram lines 1, 2, D, 37, 38, 40 or 41, the U2 underground line or bus 1A. Take the Universität exit (lift available).

Cross Universitätsstraße (at the traffic lights). Turn right onto Währinger Straße (at the traffic lights) towards Maria-Theresien-Straße. Walk along Maria-Theresien-Straße to the next junction with Wasagasse. Cross Wasagasse (pedestrian crossing). Turn left onto Wasagasse and walk to number 4.

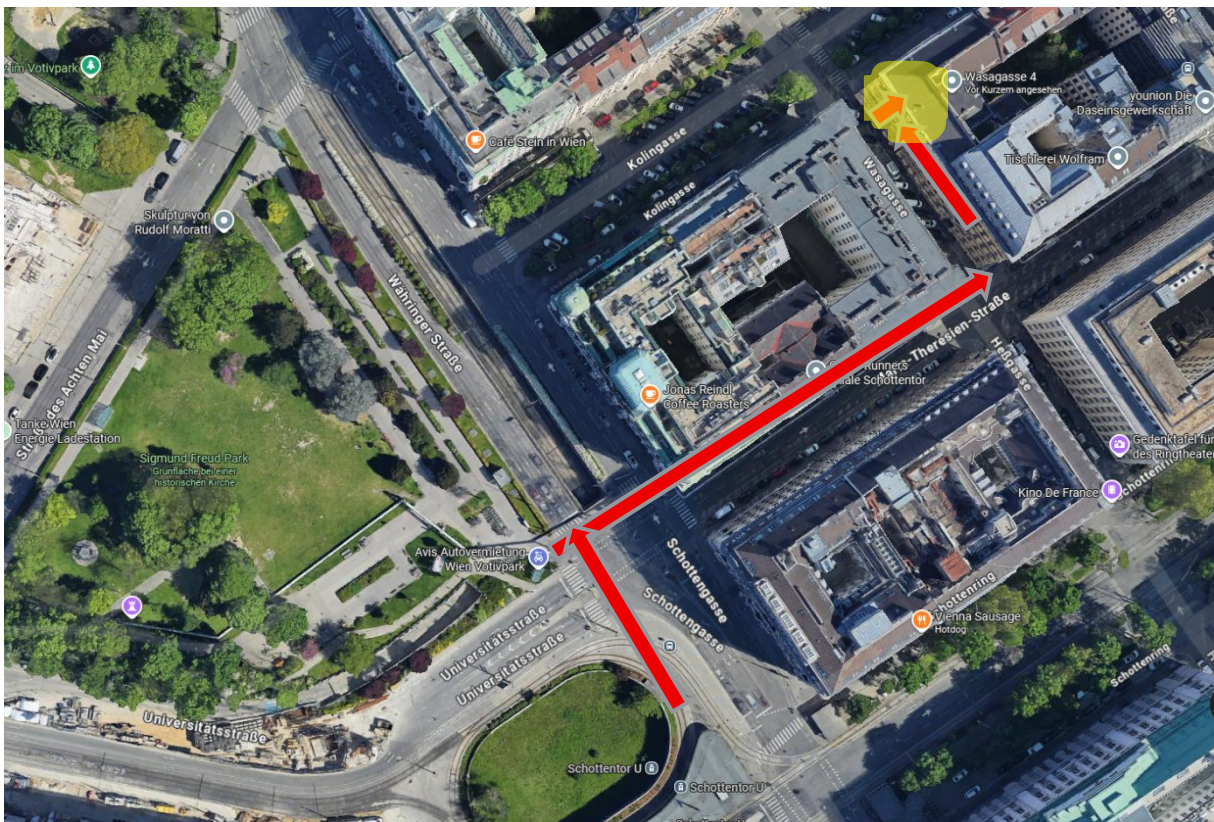


Figure1: Walk from the U2 Schottentor station to the OeAD building at Wasagasse 4

1.3. Travelling by car, parking, arrival

The OeAD's Wasagasse 4 site is located in the City of Vienna's paid short-stay parking zone (weekdays from 09:00 to 22:00). Directly in front of the entrance to the building at Wasagasse 4, there is a designated loading bay where lorries may stop and park on weekdays from 09:00 to 15:00.

There are no parking spaces for customers in front of the building at Wasagasse 4. There are only public parking spaces. These are not restricted to specific licence plates.

1.4. Access to the OeAD building at Wasagasse 4



Figure2: Entrance to the OeAD building at Wasagasse 4

The route from the surrounding public car parks to the entrance of the OeAD building is level with a concrete pavement.



Figure3: OeAD entrance at Wasagasse 4 in Vienna

There is a ramp connecting the carriageway of Wasagasse directly to the pavement in front of the entrance gate (Figure 3). There is no tactile guidance system leading to the main entrance.

To the right of the door is an intercom with a call button. If you require assistance, please ring by pressing the 'OeAD Reception' button. During opening hours, you will be connected to the reception staff. The reception at Wasagasse 4 is open (except on public holidays and during school holidays) Monday to Thursday from 08:00 to 16:00 and on Friday from 08:00 to 12:30.

If you require further assistance, please contact the reception at the OeAD building at Ebendorferstraße 7. It is open Monday to Thursday from 8.00 am to 5.00 pm and on Fridays from 8.00 am to 4.00 pm. Please book in advance by calling +43 1 53408-0 or emailing empfang@oead.at.

1.5. Access and entry to the OeAD building

During opening hours, the building is entered via a wooden swing door. It must be opened manually inwards. It is 87 cm wide.

1.6. Overview: OeAD building at Wasagasse 4

The entrance area is located on the ground floor. From here, you can access all floors of the building.

The reception and non-accessible toilets are located on the mezzanine.

The mezzanine level houses the meeting room and non-accessible toilets.

The following sections provide a detailed description of the building areas and accessibility.

1.7. Ground floor entrance area

The entrance area is not threshold-free. The floor of the entrance area is tiled. There are no tactile floor indicators (Figure 4).

From the entrance area, you have access to the main entrance and reception area on the mezzanine level on your left. To your right is the entrance to the meeting room. Both entrances are accessed via a 12cm-high step. There is a small ramp next to the stairlift on the right-hand staircase to help you negotiate this step. To arrange assistance, please inform your contact person at OeAD in advance and/or call +43 1 53408-0 beforehand.

Do not go straight ahead towards the courtyard. There is no access there.

1.7.1. Entrance to reception at

In the entrance area, you will find the entrance to reception on your left.

Go through the wooden and glass swing door on the left. The door must be opened manually. The arrow pointing to the left indicates the entrance. Once you have passed through the door, you will find yourself in the stairwell. Here you will also find a lift which takes you to the mezzanine. It is not wheelchair accessible.



Figure4: Entrance area on the ground floor of Wasagasse 4; the door on the left leads to the reception on the mezzanine

Note: The mezzanine and reception can alternatively be reached via the stairlift in the right-hand stairwell (see section 1.9.2) and then via a further wheelchair-accessible lift in the office (see section 1.8.4). Please contact reception on +43 1 53408-0.

1.7.2. Access to the lift to the mezzanine

The lift is located in the stairwell on the right. It takes you to the reception area on the mezzanine. In the lift, press the fourth button from the bottom labelled 'M'. The control panel does not feature tactile information.

1.7.2.1. Details of the non-accessible lift



Figure 5: Interior view of the lift car on the ground floor



Figure 6: Control panel inside the lift

Exterior:

Height of the lift call button: 103 cm.

Manually operated lift door: Width: 66 cm

Inside the cabin:

Width: 81 cm

Depth: 149 cm

Note: The lift door opens inwards. When open, the maximum depth of the lift cabin is 112 cm.

When you exit the lift on the mezzanine, the reception is to your right.

1.8. Mezzanine with reception and office space

1.8.1. What is on the mezzanine?

- Reception, Erasmus+ and European Solidarity Corps (ESC) Management Unit, Erasmus+ Youth & Sport, European Solidarity Corps (ESC), National Qualifications Framework (NQF) Coordination Unit (NKS), RQB – Reference Centre for Quality in General and Vocational Education and Training.
- Non-accessible toilets
- Accessible lift to the meeting rooms

Turn right. You will reach the reception via the OeAD entrance door. It is a wooden swing door. The doorbell is located to the right of the door at a height of 130 cm.



Figure5: Double doors on the mezzanine leading to reception

1.8.1.1. Details of the double door

Door width when open: 120 cm

Passage width when the door is half-open: 58 cm

Height of the door handle: 105 cm

The wooden swing door can be opened manually outwards towards the stairwell. If you require assistance, please contact the reception staff.

There are no tactile floor indicators or attention fields in front of the doors.

1.8.2. Reception

Once you have passed through the entrance door, walk two metres to the right to the reception desk. There is no tactile guidance system; there is a red carpet on the floor.

1.8.3. Non-accessible toilets on the mezzanine



Figure6: Reception desk on the right in the corridor

There are two non-accessible toilets in the reception area.

To reach the ladies' toilet, walk 10.5 metres straight ahead from the entrance door to reception. The toilet is on your right-hand side.

To reach the men's toilet, turn left after the reception. The men's toilet is at the end of the corridor.

There are tactile signs on the toilet doors.

1.8.3.1. Details of the ladies' toilet on the mezzanine

Door width when open: 80 cm

The toilet door opens outwards to 90 degrees.

Depth of the toilet seat: 71 cm
Toilet seat height: 44 cm

Equipped with a backrest, grab rails and a folding support handle. The washbasin is wheelchair accessible.

Operating height of fittings: 93 cm

An emergency call button is available and connects you to the staff at reception.

1.8.3.2. Details of the men's toilet on the mezzanine

Door width when open: 80 cm

Depth of the toilet seat: 71 cm

Height of the toilet seat: 42 cm

Height of the urinal: 62 cm

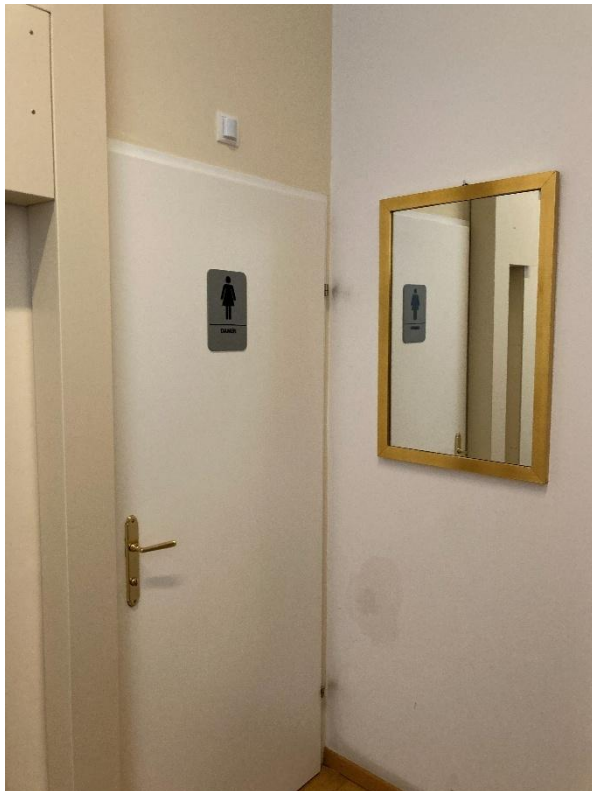


Figure 9: Door to the ladies' toilet on the mezzanine



Figure 10: Interior view of the ladies' toilet on the mezzanine

1.8.4. Lift connecting the reception on the mezzanine to the meeting room on the mezzanine level

From the reception, you can take a lift to the meeting rooms on the ground floor. The door opens automatically. The call button is located on the left-hand side of the lift door at a height of 108 cm.

1.8.4.1. Lift details

Exterior:

Height of the lift call button: 108 cm.

Automatically opening sliding doors: Width: 90 cm

Inside the cabin:

Height of the button for the mezzanine 'M': 102 cm

Height of push button for mezzanine 'P': 98 cm

Width: 107 cm

Depth: 138 cm

The lift has floor buttons without tactile feedback. There is no handrail.

1.9. Meeting room on the mezzanine floor

You can reach the mezzanine from reception via the lift.



Figure 11: Lift doors on the mezzanine



Figure 12: Control panel inside the lift on the mezzanine

From the entrance area on the right, you can reach the mezzanine directly via a staircase or the accessible stairlift.

1.9.1. What is on the mezzanine

- Accessible stairlift
- Lift connecting to reception/mezzanine
- Meeting room
- Non-accessible toilets

The entrance to the meeting room is a wooden swing door. A doorbell is located to the right of the door.



Figure7: Entrance door to the meeting room on the mezzanine

1.9.1.1. Details of the hinged door

Passage width when half-open: 80 cm

The wooden swing door can be opened manually outwards towards the staircase. The door opens to 90 degrees. The manoeuvring area in front of the door is 149 cm long and 159 cm wide. To arrange assistance, please inform your contact person at OeAD in advance and/or call +43 1 53408-0.

There are no tactile floor indicators or attention fields in front of the doors.

After passing through the swing door, you will enter an antechamber. Straight ahead is the lift, which connects the meeting rooms to the reception.

1.9.2. Stairlift to the meeting room/mezzanine

You will need a Euro-Key to use the stairlift. The keyhole for the Euro-Key is located at the bottom of the stairlift on the opposite side.

At the top of the stairlift, the keyhole for the Euro-Key is located to the right of the swing door. If you do not have one, you can request one in advance from reception. To receive assistance, please inform your contact person at OeAD in advance and/or call +43 1 53408-0.

1.9.2.1. Details of the accessible stairlift

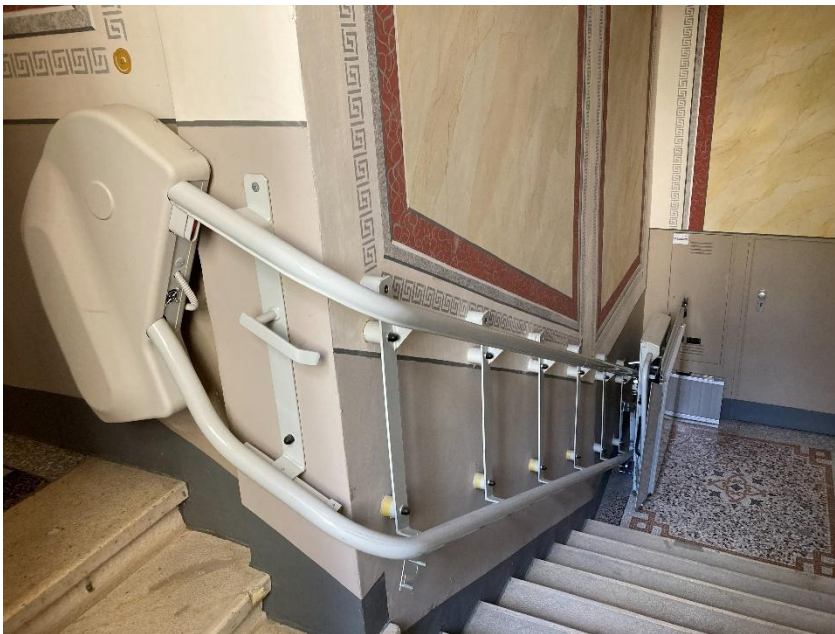


Figure8: Accessible stairlift connecting the entrance area on the ground floor with the access to the meeting room on the mezzanine

Width of the staircase landing next to the stairlift: 158 cm

Step height: 16 cm

Step tread: 35 cm

Handrail: Height: 95 cm

Max. load capacity: 300 kg

Brand: Ganser, Model TL28505

1.9.3. Access to the meeting room

The corridor leading to the meeting room begins on the right after the entrance. Walk straight ahead through the corridor. After approximately 8.2 m, the meeting room is located behind a wooden and glass swing door. The swing door opens inwards. There are no tactile floor indicators or attention fields. The floor is covered with grey carpet.



Figure9: Corridor with adjoining double doors leading to the meeting room on the mezzanine floor

Door width to the meeting room:
61 cm (half-open), fully open: 126 cm.

The armchairs are fitted with backrests. The tables are wheelchair accessible. There is a movable partition wall that can be used to divide the room if necessary.



Figure 16: Interior view of the meeting room on the mezzanine



Figure 17: The doors to the ladies' and gents' toilets on the mezzanine

1.9.4. Toilets on the mezzanine

To reach the toilets, head towards the entrance. After about four metres, the toilets will be on your right.

Both have a manually operated outward-opening swing door. The toilet doors have tactile signage.

Door width when open: 80 cm

There is a washbasin in front of each toilet. The passageway to the washbasins has a width of 157 cm.



Figure11: View of the washbasin in a toilet on the mezzanine floor



Figure10: View of the toilet on the mezzanine floor

1.9.4.1. Data on the non-accessible toilets on the mezzanine

Ladies' toilet: Depth of the toilet seat: 56 cm
Height of the toilet seat: 43 cm

Men's toilet: Depth of toilet seat: 56 cm
Height of toilet seat: 43 cm

Operating heights of fittings: 91 cm
The hand sanitiser is positioned at a height of 90 cm.
There is no emergency call button.

1.10. Escape routes

There is an escape route plan. The fire extinguishers are signposted, and the escape routes are marked with green illuminated signs.

1.11. Additional information

Assistance dogs are permitted.

Unfortunately, we do not have any staff members who speak Austrian Sign Language.

1.12. Details

The Access Statement was created on 18 March 2026 and reviewed by Peter Gaunerstorfer and Ursula Hilmar on 27 March 2026.