

# Instructions

for the preparation of drawings as annexes  
for *allgemeine bauaufsichtliche Zulassungen*  
(‘national technical approvals’)

These instructions apply in particular to the **manual** preparation of drawings, which shall be reproduced in *allgemeinen bauaufsichtlichen Zulassungen* (‘national technical approvals’). In order to achieve a uniform execution and legibility of drawings for approvals, the following notes shall be observed:

- If delivered on paper, please send originals to DIBt and no copies
- preferably black and white graphics, no shades or shading (e.g. grey shading)
- do not use company logos or the like
- do not place any in-house information (document versions, creation date, etc.) on the drawings.

The drawings shall be prepared according to DIN 1356-1 and DIN 406.

## 1. Format

The drawings may have a maximum size of 22.4 cm x 18.5 cm. It is absolutely mandatory to keep a distance of 3.5 cm to the upper margin.

## 2. Typeface

If electronically delivered, the typeface shall be such that it can be edited (e.g. Arial 10) and reduced with the means on hand at DIBt.

### a) Font

DIN EN ISO 3098 and/or Arial is to be used.

### b) Type height

For drawings the normal type height should be  $\geq 3.5$  mm and/or  $\geq 10$  pt. The type height for indices, exponents, etc. shall be  $\leq 2.5$  mm and/or  $\leq 8$  pt.

## 3. Dimensioning

The measured values shall be legible from the bottom or from the right hand side of the drawing's reading position and must neither be separated nor crossed by lines.

Indication of units, such as m, cm, and mm can be neglected in construction drawings if the following rules are observed:

All measures less than 1 meter will be indicated on the dimension line in centimeter units; measures more than 1 meter and/or with 2 digits after the dot correspond to the meter unit. Millimeters will always be added to the measure as a small exponent.

Examples: 4.00 = 4 meters; 40 = 40 cm;  $42^5$  = 42.5 cm or 425 mm.

In steel construction and for water and sewage treatment plants the dimensioning is always made in millimeter.

For drawings, which are available in landscape format and rotated by 90° it is common practice for the avoidance of mistakes to mark the digits 6 and 9 with a dot (6. and/or 9.), see also DIN 406-10 point 3.4.

## 4. Line thickness

Stroke weights shall be graded proportionally according to DIN 1356-1 point 7:

E.g. Edges of a body (continuous thick lines) = 100 %, center lines (dot-and-dash lines) = 75 %, hidden edges (dashed lines) = 50 %, and ledger lines (dimension lines and the like) = 25 %.

## 5. Completing the annex

The labeling according to the sample as enclosed includes subject of approval, contents of the annex as well as the numbering of the individual annexes. The title block shall be arranged at the bottom of the A 4 page. For each annex the template shall be used in portrait format, if in the case of representation in landscape format.

