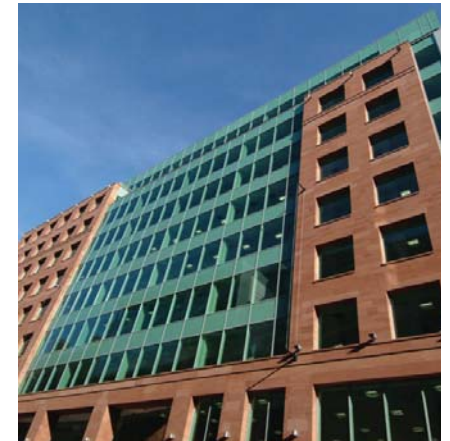


SQA Glasgow Street Map



The Optima Building
58 Robertson Street
Glasgow
G2 8DQ

Tel: 0845 279 1000
Fax: 0845 213 5000

customer@sqa.org.uk
www.sqa.org.uk

SQA Glasgow

Visitor Information

Visiting The Optima Building

On arrival – Please report to SQA Reception located on level 3.

Security – All visitors to The Optima Building will be issued with a security pass on arrival at Reception. The pass must be worn in a prominent place at all times and returned to Reception on departure.

All working floors have sealed security access and visitors can only access these floors when accompanied by a member of SQA staff.

Health and Safety – SQA is committed to providing a safe and healthy working environment for staff and visitors. Our Health and Safety Policy is available on request from Reception. Our Health and Safety Statement is displayed on notice boards.

Evacuation alarm – A continuous bell indicates an evacuation situation. Please vacate the building immediately. Directions to the nearest emergency exits are clearly displayed. Do not use the lifts. Once outside, make your way to the assembly point indicated by SQA staff.

The alarm system is tested every Monday at 10 am.

First aid – For first aid and emergency assistance, contact Reception.

Catering – Tea, coffee and water are offered to visitors at all meetings. A sandwich lunch, if provided, will normally be served in your meeting room. A vegetarian option is always provided. Please contact your meeting host a few days prior to the meeting if you have any special diet requirements. This will give us time to meet your needs.

Parking – Parking in Glasgow City Centre can be difficult and we recommend use of public transport for a stress-free visit! NCP car parks are located in Oswald Street, Cadogan Street and Waterloo Street. There is very limited on-street meter parking in the surrounding area. Limited parking is available for disabled drivers only. To request a space, please contact the Optima reception prior to your visit.

Toilets – Toilets are situated opposite the lifts. Disabled toilets are located on floors 3 and 6.

Smoking – Smoking is not permitted in any part of The Optima Building or surrounding exterior areas.

Staff shop – Visitors are welcome to use the shop on level 7. The shop is open daily from 10 am–4 pm for sale of hot/cold drinks, snacks and newspapers.

Public transport

By car – East/West-bound traffic should leave the M8 at junction 19 and follow signs for City Centre. Car parks are located on Oswald Street, Waterloo Street and Cadogan Street. Many Scotrail stations and subway stations offer free parking as part of the Park & Ride scheme.

By rail: Central and Queen Street Stations – Central Station is about two minutes' walk away and Queen Street Station is about 10 minutes' walk. For further information call 08457 484950.

Subway: The nearest subway station is St Enoch.

By Bus: Buchanan Street Bus Station – Buchanan Street Bus Station is located behind Queen Street Station and is about 15 minutes' walk from SQA. For further information call 0141-333 3708.

By air: Glasgow Airport – Glasgow Airport is approximately 15 minutes' drive by car/taxi via the M8. A regular bus service is available between the airport and Buchanan Street Bus Station. The airport can also be reached by train from Glasgow Central Station to Paisley Gilmour Street and then by bus.