

CHES summary of changes – August 2024

1. **CHES Volume 1, Policy and Specification** changes are summarised in Annex A, which provides a breakdown of HSE Global recommendations and Height recommendations.
2. **CHES Vol 2, Processes, procedures and templates** changes relate to, and align with, changes as per CHES Vol 1. Changes are mostly process and procedural updates.
3. **CHES Vol 3, DEI Health and Safety Operations Manual** – provides clarification of day-to-day operational aspects and procedures for DEI staff in their interaction with contractors, and related to the other CHES volumes. Pages for these processes and procedures were also developed on the DEI Knowledge Portal (Annex B) – **not included below**.
4. **CHES Vol 4, Safety by Design** changes mainly relate to:
 - a. clarifying the term 'risk' as 'health and safety risk', and
 - b. removal of the appendix setting out design gate stages and process. These were removed as they have been incorporated in updates to the Capital Delivery Framework – **not included below**.

SUMMARY OF CHANGES TO CHESS VOLUMES 1 AND 2

HSE Global recommendations (HSEG):

Recommendation / Change	Reference
Overall new layout and chapters were realigned	HSEG Rec 15
Glossary: Description of DOC responsibilities (note: DOC role under review and with HR), new definitions added to glossary	HSEG Rec 8
Ch 2 is now CAPEX Project Preliminaries, intro on p23	HSEG Rec 9, 10, 12
A new (short) Ch 3.1 has been added, i.e. Facilities Management Provider Projects/Tasks Preliminaries (p 36 -). This was done to differentiate between the approaches that apply to CAPEX (Ch 2) versus FM (Ch 3). Chapter 3 outlines the guidance and requirements for FMSMP, hazard and risk analysis and FM risk register.	HSEG Rec 16, 17, 18
Ch 4, Running of the project: created from existing processes previously in CHESS (e.g. CSML, JSA, PTW, etc) to improve the logical flow of the document	HSEG Rec 15
Ch 4.3, p 53 -, New PTW process and definitions added	HSEG Rec 9, 10, 12
Ch 4.4, SIMOPS, p 66 - : including OPEX, explanations and output requirements	HSEG Rec 4, 6, 7
Ch 5, p 80 – , Separate Contractors: newly added chapter to reflect the concept of separate contractors as found in the 2023 version of the 3910 standard as modified by NZDF	HSEG Rec 16, 17, 18
Ch 7.1, P 88 – , New CHIPS (Construction H&S Indicative Performance System) added	HSEG Rec 16, 17, 18
Ch 10.2, Worker Engagement and Participation, p 113-, updated to reflect HSW amendment Act changes	HSEG Rec 1
Ch 10.7, Worker Mental Health and Wellbeing....., p120 - : added the mental health requirements for contractors as approved by DEI LT and DCS	HSEG Rec 2
Ch 11.6, Respiratory Protective Equipment, p 133, updated to reflect Worksafe guidance on facial hair	HSEG Rec 3
Ch 12.1, Worksite Emergency Plan, p 136, updated to reflect PMP or maintenance tasks	HSEG Rec 16, 17, 18

UNCLASSIFIED

Recommendation	Reference
Ch 13, Safety Performance Monitoring and Reporting, p142: updated intro to include ArcGIS online	HSEG Rec 16, 17, 18
Ch 13.4, Worksafe New Zealand Notices, p 151, updated to reflect Worksafe guidance	HSEG Rec 1
Ch 15.3, HAIL sites p 165 – clarified that DEI Enviro Services carry the main responsibility	HSEG Rec 17
Ch 15.5, Lead-Based Paint, p 167: updated (and significantly reduced) to reflect the Lead Based Paint Management Plan (which is still to be approved)	HSEG Rec 16, 17, 18
Ch 15.6, Asbestos Management and Removal, p 168: rewritten to reflect DFI 43.4 and process through the DEI Asbestos Manager	HSEG Rec 13
Ch 17.2, Ground Disturbance Site Works, p 198, now includes process for soil sampling. Clarified DEI Enviro Services responsibilities	HSEG Rec 16, 17, 18
Ch 17.7, Scaffolding and Temporary Work Platforms, p 210 -, now includes reference to mobile scaffolding to align with the permit requirements	HSEG Rec 13
New Ch 17.37 – 17.40, p 263 -, added (Loading and Unloading Vehicles, Securing and Covering Loads, Tipping Loads, Working on the Road/Roadside,) to reflect updated / new Worksafe NZ guidance	HSEG Rec 16, 17, 18

Height recommendations:

CHESS – recommendations for change		Comment
4	Develop summaries for the RHSS and DOC roles that sit at the front of CHESS – these summaries should clearly outline all the roles and responsibilities under CHESS for the respective position.	Added to Vol 1 in glossary; Development underway in CHESS Vol 3
5	Develop a summary at the start of CHESS: <ul style="list-style-type: none"> • Objectives at start • Scope – consulting / construction / maintenance • PCBU – overlaps 	Ch 1, Introduction and throughout CHESS Vol 1
6	Amend DDD to EDD within CHESS.	Done throughout all CHESS volumes
7	Amend definitions within CHESS for RHSS and DOC to ensure consistency between Volumes 1 and 2.	Done in Vol 1, Vol 2
8	Review and make minor amendments to CHESS as proposed (Appendix B) to ensure consistency across Volumes 1 and 2.	Completed, PD's reviewed, at HR
9	Within CHESS where “projects” are referred to substitute “ <i>DEI contractors delivering services on the estate</i> ” (or similar).	Not accepted