

WORKING IN THE CORRIDORS

SUBMISSION FORM and GUIDANCE ON MAKING SUBMISSIONS

A: GUIDANCE ON MAKING SUBMISSIONS:

This form gives guidance and a structure for making submissions, if any, on the draft national code *Working in the Corridors*. It is available in Word format on the NZUAG website: www.nzuag.org.nz

1 Written submissions

Written submissions are due with the Executive Officer of NZUAG by Tuesday 25 March 2008.

Post 68 Curtis Street, Wellington 6012

Email cresmere.hse@actrix.co.nz

Fax 04 4758 413

Enquiries telephone 04 4758 439

2 Comments only on the Code or its implementation

Comments should be made only on the Code or its implementation. Whether there should be a national code is a matter for the Government, and submissions can be made on this to the Select Committee, once the Utilities Access Amendment Bill has been introduced into Parliament

3 Submissions are made on behalf of an organisation

Submissions should be made on behalf of your organisation, and should reflect the views of the organisation, recognising that local authorities may have various departments with conflicting views eg corridor managers, utility operators, planners etc. Utility operators managing more than one utility should also consider the Code from the point of view of all its utilities.

4 Context for submissions

Submitters are requested to make their submissions in the context of the presentations at the February 2008 seminars. For those who have not attended the seminars, the presentations will be on the NZUAG website from 25 February 2008. The presentations identify the changes and include the rationale for them.

5 Internal processes may have to be changed

Both the Directors' Group and NZUAG recognise that the implementation of the Code may have an impact on your current processes, and that changes may be required. The Code has been developed on the basis that the Government is requiring a national code (most likely by March 2009), and it is preferable for the industry to develop this itself. If submitters identify significant issues for the implementation of the Code, it may require some amendment and this will be done before it is fully operational on 1 April 2009.

5 Solution focus

If you identify and gaps in the Code or potential problems for your organisation, please offer a possible solution for the gap or problem.

Thank you for taking time to make a submission on our draft Code.

B: SUBMISSION FORMAT

Organisation.....Postal Address.....

Name of submitter.....Telephone.....

1 General comments on the Code

Space for text

2 Gaps in the Code/ new content required

If you have identified any gaps in the Code or consider an important topic has been omitted, please list them, along with your suggestions of how to address the gaps as follows:

Gap A: Subject

A1 details of identified gap/omission

Space for text

A2 suggestion on how to address the identified gap/omission

Space for text

Gap B: Subject

B1 details of identified gap/omission

Space for text

B2 suggestion on how to address the identified gap/omission

Space for text

3 Implementation issues

What are the issues arising out of the implementation of the Code for your organisation, and how should they be handled:

Issue A

A1 details of issue

Space for text

A2 suggestions on how to address the issue

Space for text

Issue B

B1 details of issue

Space for text

B2 suggestions on how to address the issue

Space for text

4 Impediments to the implementation of the Code

What impediments to implementing the Code have you identified for your organisation, and how should these be addressed?

A1 details of impediment

Space for text

A2 suggestions on how to remove the impediment

Space for text

B1 details of impediment

Space for text

B2 suggestions on how to remove the impediment

Space for text

5 Sections of text which could be improved

Before being finalised, the Code will undergo a professional edit. However, if you consider there are sections of the text which are confusing and could be improved, please identify them along with suggested changes:

Please use the following format for each topic you are commenting on

Topic.....

Page number.....**paragraph**.....

Suggested change

Space for text

6 Any other issues

Have you any other comments you would like NZUAG to consider.

Space for text

Thank you for your comments and input to the Code.

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Once submissions have been analysed, and the Code confirmed for implementation, NZUAG will be publishing a summary of submissions and its responses to these.