Standards (operational policy) hierarchy and organisation

19 April 2024

Version 1.0

Hierarchy

The Our Key Documents Framework (framework) sets out the hierarchy and relationships between our external environment (Government policy and strategy and Arataki) and internal NZ Transport Agency Waka Kotahi plans, policy and strategy.

Our Key Documents Framework [PDF, 146 KB]

Transport Services Operational Policy and Standards are part of the "enablers" documents in the framework. Operational Policy gives effect to directional policy and the remainder of the framework. Standards give effect to Operational Policy and the remainder of the framework.

Standards organisation

Standards do not have a specific organisation structure but rather they are included in a digital Standards Catalogue that allows for organisation to suit the information or business need.

NZTA Standards and Guidelines Catalogue [XLSX, 439 KB]

The main Standard attributes for organisation are:

Category: the primary *audience, stakeholder or entity delivering or implementing* the Standard.

Division: the primary *activity type or phase* to which the Standard relates.

Discipline: the primary *technical or business discipline* or focus area to which the Standard relates.

Additional granularity is provided through sub- categories, divisions and disciplines.

Other attributes, such as Standard type (specification, guide, etc), status (approved, draft, withdrawn, etc) and business owner allow for further organisation to suit the business or information need.

Preliminary and general standards

Preliminary and General Standards are prerequisite to other activities in a division (ie, project phase or activity) or apply to all activities in a division. The purpose of this structure is to avoid repeating general requirements in each subdivision and identify activities that must precede other activities in the subdivision. This concept is illustrated in the diagram below for a construction specification division structure.

Construction Division

Preliminary and General	Earthworks
	Pavements and surfaces
	Transport devices, facilities and systems
	Structures
	Stormwater and drainage
	Miscellaneous

Sub-divisions