

The aim of this document is to provide a summary of the changes made to the Asbestos Risk Management System in the most recent system updates (June 2018 and January 2020).

This document identifies each change that has been made.

## Changes to Sites / Properties and Assets

### *Linear assets and their associated Surveys can now be managed in ARMS*

Linear assets can now be managed within the ARMS application and can be linked to other Linear or Non-linear assets. Similarly, Non-linear assets can be linked to other non-linear or Linear assets.

Whether an asset is Linear or Non-linear can now be used as criteria when searching Sites and Properties.

### *Available tabs when viewing a Site or Property have changed*

The tabs used to view different information about a Site or Property have now changed as follows:-

- *Action Plan* tab has been replaced with the *OSSAMP* (Operational Site Specific Asbestos Management) tab
- *General Actions* tab has been replaced with the *Refurbishment / Demolition Survey* tab

Both tabs allow the upload of related documents, in **pdf** format.

### *Updates have been made to options available for some Site and Property fields*

The options that can be selected have been updated and extended for the following fields:-

- Asset Type
- Asset Sub-type
- Duty Holder
- Route
- Maintenance Area

The new options are available throughout the ARMS application.

### *Checking added for GPS Latitude and Longitude values*

Values entered for the *GPS Latitude* or *Longitude* for a Site will now be checked. For new Sites and any old Sites where the *GPS Latitude* or *Longitude* values are updated, it will not be possible to save any changes if the values are not valid.

### *A list of Favourite Assets can be maintained by a User*

Users can now add or remove a Site or Property, from a list of *Favourite Assets*. The list is unique to the user and can be accessed directly from the left menu on the ARMS site

## Changes to Surveys and Survey Details

### *Absence of Asbestos can be confirmed by strong evidence*

For Assets where a Survey has not been carried-out and added on ARMS, the absence of Asbestos Containing Materials can now be confirmed by the upload of strong evidence, rather than carrying out an Asbestos Management Survey. Where strong evidence has been uploaded, the Risk Colour assigned to an Asset will become White (*No Survey Required*).

### *The scheduling of Inspection Surveys is more detailed and specific*

Arms Super Users now have the ability to more accurately set the frequency at which Re-inspections should occur.

#### *Some types of Survey have been renamed*

The names of different Survey types have been updated as follows:-

- *Site Survey* is now *Asbestos Management Survey*
- *Inspection Survey* is now *Planned Re-inspection Survey*
- *Work Action Survey* is now *Remediation Update*

#### *The Version numbering for Surveys has changed*

Asbestos Management Surveys will always have a version number of **1**. Subsequent Planned Re-inspection Surveys and Remediation Updates will continue the sequence per **2, 3, 4** and onwards.

#### *Easier access to Analysis Report Images*

For a Survey where a Lab Test has been Performed, the *Analysis Report* tab now shows all report images uploaded for the Survey and allows the quick upload of new images.

#### *Who can authorise completed Surveys has changed*

Surveys with a selected Primary Contractor can only be authorised by Users that are associated with that contractor. Network Rail Users will no longer be able to authorise Surveys carried-out by Asbestos Consultants.

#### *Primary Contractors relate to both Surveys and Survey Details*

A Primary Contractor can now be selected for individual Survey Detail Reports, in addition to a Primary Contractor selected for the parent Survey.

#### *Strongly presumed asbestos material can now be evidenced*

For scenarios where the presence of asbestos containing materials is strongly presumed, related samples that have been previously taken can be referenced.

#### *Additional information is now available when viewing Survey Details for a Survey*

The *Survey Reports Available* grid found on the *Site Survey Performed* page now shows two extra columns:-

- *Extent of Damage or Deterioration*
- *Action (shows the Surveyor's Recommended Action)*

#### *The default behaviour for Site Surveys Performed page has changed*

When the *Survey List* tab is selected when viewing a Site, all Surveys will now be displayed, rather than the latest *Asbestos Management Survey* onwards only.

#### *ARMS now allows the cloning of Survey Details*

Survey Details (Inspections) can now be cloned. The clone will be created with appropriate fields already populated using the original values.

#### *Survey Details now record and provide more information*

New fields have been added to Survey Detail Reports to record more information about the nature of any asbestos found, along with details of the next inspection date.

#### *Surveyors can override the Re-inspection Frequency*

It is now possible for a Surveyor populating a Survey Detail Report to override the Re-inspection Frequency. Overridden Re-inspection Frequencies will be used to calculate corresponding overridden Next Inspection Dates.

## Changes to Survey Areas and the Tree

#### *Floors can now be assigned a Type*

Floors can be designated a type of *Regular Floor, Mezzanine, Floor Void, Ceiling Void* or *Loft Space*.

*Images, Drawings and Documents are now associated with Surveys and Survey Details*

Whereas previously, Images, Drawings and Documents could be associated with Sites, Buildings, Floors, Rooms and Externals, they can now only be associated with Surveys and Survey Details (via the *Survey Areas* tab).

Existing Images, Drawings and Documents can be reassigned to an appropriate Survey or Survey Detail.

## Changes to Risk Colours

*Risk Colours have been updated and expanded*

The Risk Colours applied to Sites, Artefacts, Surveys and Survey Details have changed as follows:-

- A new Risk Colour of **Orange** has been added and indicates “Not Surveyed – Asbestos Presumed”
- The Risk Colour of **White** has changed from denoting that “No Survey Performed” to identifying situations where “No Survey Required”
- All Sites that previously had a Risk Colour of **White** have now been changed to **Orange**, and must be updated accordingly

## General Changes and Improvements

*Updated User Account Privilege Management*

The privileges assigned to users are now controlled by *User Groups*, making it easier to get access to the correct ARMS functionality for your role.

*Work faster with multiple uploads*

Wherever Images, Drawings or Documents can be uploaded, it is now possible to upload more than one file at a time.

*The Available Surveys list will now keep your place*

When returning to the last viewed Site Survey screen, the *Survey Reports Available* grid will be at its last scroll position.

*Improved Search Criteria and Results*

New fields have been added to search criteria and results. For example, it is now possible to search for Sites and Properties by mileage.

*The default behaviour for text searches has changed*

For text fields found on search pages (e.g. *Search Sites / Properties*), the default comparator is now *CONTAINS* rather than *STARTS WITH*.

*Use the Back Button to easily navigate ARMS*

The functionality of the back button within ARMS has been updated in several areas, to ensure that a user is always returned to the previous page.

*The Scope of the Asbestos Survey summary has changed*

The Scope of Survey text accessed via the left menu on the ARMS site has been updated.

*Reports contain more information*

Where relevant, the *Management Survey*, *Data Extract* and *General Extract* reports have been updated to show the new fields that have been added throughout ARMS.

*Management Survey Reports are clearer and more informative*

Updates have been made to ensure that newly-created *Management Survey Reports* are both concise and more informative, with only relevant information displayed and an overview of all Site artefacts added.

*Imports can be used to easily create records*

New Site and Survey records can now be created by using an Excel template to import the required data. This process can be carried out by ARMS users with the correct privileges or requested by those without.

*Survey and Survey Detail information can be exported*

It is now possible to export Survey information from ARMS to an Excel document. An individual Site can be exported along with information about all of its associated Survey Detail Reports, or multiple Sites can be exported along with Survey level information.