

Minutes from the Technical Committee 3.2 (TC 3.2) meeting

Date	April 24 and 25, 2006
Place	Melia Hotel, Hanoi, Vietnam
Taken by	Line Tremblay, French-speaking secretary/Hiroyuki Nakajima, English speaking secretary
	_____ Signature

Subject	Fifth meeting of the PIARC Risk Management for Roads committee (CT 3.2)
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Present		
Members		
Michio Okahara	Japan	Chairman
Line Tremblay	Canada-Québec	French-speaking secretary
Hiroyuki Nakajima	Japan	English-speaking secretary
Robert Ardit	Italy	
Michel Cloutier	Canada	
Denis Davi	France	
Michel Donzel	Switzerland	
Roly Frost	New Zealand	
Hervé Guérard	France	
Johan Hansen	Sweden	
Gunnar Lotsberg	Norway	
Akira Sasaki	Japan	Observer
Bui Thien Thu	Vietnam	Guest
Kei Teshima	Japan	Guest

Absent			
Members and corresponding members			
Frederico Fernandez Alonso	Spain	Philippe Rome	France
Tiecoura Coulibaly	Mali	Mohammad Sadegh Vajdi	Iran
Richard Deacon	United Kingdom	Wigberto Sanchez-Gonzalez	Cuba
S.L Dhingra	India	Adama Savadogo	Burkina Faso
Jean Louis Durville	France	Shahin Shabini	Tehran
Enrique Belda Esplages	Spain	Keiichi Tamura	Japan
John Fenwick	Australia	Peter Vermey	Netherlands
Tadeusz Jastrzebski	Poland	Gerthe Vikane	Norway
Pavel Kratochvil	Czech Republic	Nicolae Vlad	Romania
Seydou Maiga	Burkina Faso		
Marcelo Medina-Santibanez	Chile		
Cluney Mercer	Canada		
Albert Ngoma-Nzaou	Congo		
Charles D. Nottingham	United States		
Byamba Oyunchimeg	Mongolia		
Ferenc Pausz	Hungary		
Anders Plovgaard	Denmark		
Santiago Rico	Mexico		

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**Tasks to be completed by
and date**

1. Welcome address and opening remarks

Mr. Nguyen Tuong, Deputy Director General of the Department of International Co-operation Department in Vietnam's Ministry of Transport, welcomed all committee members.

Dr. Michio Okahara thanked members for coming to the meeting. He thanked them for their help with the next World Road Congress.

Dr. Okahara introduced the new participants to the committee: Mr. Roly Frost from New Zealand, Mr. Hervé Guérard from France and Mr. Kei Teshima from Japan.

2. Summary of the last meeting

Mr. Hiroyuki Nakajima presented the summary of the last meeting, which was held in Tokyo.

3. Presentation of the week's agenda

Mr. Nakajima presented the week's agenda and invited Mr. Tuong to add further information.

4. Risk management for roads presentations

- "Road administration and risk management in Vietnam", by Mr. Doan Van Tien, Vice Chairman, Vietnam Road Administration, Ministry of Transport. Vietnam
- "Risk management of major projects", by Mr. Akira Sasaki, instead of Mr. Daniel C. Wood, member of the United States federal administration and T.C. 2.3.

5. Risk management toolbox

Mr. Teshima presented the latest version of the toolbox.

Dr. Okahara asked members to help develop the tool.
We need more data in various countries to have this tool box completed for the use of any road sectors.

The toolbox can be used in all countries. The methodology is included in the tool.

6. Final report

Members were divided into 3 groups and discussed the scheme and contents of each chapter of the final report. Group 1 (for Chap.4) and Group 2 (Chap.5) had a joint meeting.

In each group, members talked with those responsible for a given chapter.

Chapter 4 Risk management techniques for the road sector
Mr. Roly Frost and Mr. Johan Hansen

Chapter 5 Risk management for mega-projects
Mr. Denis Davi

Send relevant information for developing the toolbox (all members)

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<p>Chapter 6 Security and risk management Mr. Michel Cloutier</p> <p>The following changes were made:</p> <ul style="list-style-type: none">- The overview of risk management will be included in chapter 4, not chapter 3;- Chapter 3 will cover the current status of risk management practices (Based on the data of the international surveys);- Chapter 4 will be divided as follows:<ul style="list-style-type: none">4.0 Framework for risk management in the road sector4.1 Risk management: general concepts (responsibility: Roly Frost)4.2 Overall organizational risk management (including strategic and operational risk management) (responsibility: Johan Hansen)4.3 Managing risks in a road network (including risk management in emergency situations) (responsibility: Roly Frost, Gunnar Lotsberg)4.4 Project risk management (including mega-projects) (responsibility: Denis Davi)4.5 Highway security and risk management (responsibility: Michel Cloutier)4.6 Internal security (responsibility: Michel Donzel)- Chapter 7 will cover the risk management toolbox (responsibility: Michio Okahara). <p>The first drafts for chapters 5 and 6 were presented by Mr. Davi and Mr. Cloutier respectively.</p> <p>The following points were agreed upon:</p> <ul style="list-style-type: none">- The format of the report should adhere to the new guidelines in PIARC's Blue guide.- Chapter 4 will play the role of `umbrella` for the following chapters and include some `essence` part of the chapters 5 and 6.- Risk management for mega-projects. Incorporate risk management concepts at the planning and design stages. Include "administrative" risks.- The risk management toolbox will not be completely incorporated into the committee's final report. Only the basics will be included, or this chapter may go to appendices according to the data and examples to be collected.- It may be helpful, during the next seminar, to invite a representative from the United States to help develop the section of the report that deals with security.- The final report must be published before the World Road Congress.- Sections of the final report must be written in both official languages and sent to Ms. Line Tremblay.	<p>Incorporate changes into the first version. Send to members for comments (L. Tremblay)</p> <p>Make the corrections to the first version (D. Davi)</p> <p>Take the necessary steps (M. Cloutier, L. Tremblay or Dr. Okahara)</p> <p>Write the final report by November 2007 (appropriate members)</p>

	Tasks to be completed by and date
<p>7. International survey</p> <p>Mr. Nakajima provided an update on the responses to the first survey. He suggested members include the results in the final report.</p> <p>Mr. Nakajima presented the responses to the second surveys. Two countries replied: Finland and Sweden as of now.</p>	<p>Incorporate responses into the final report (those responsible for a section of the final report)</p>
<p>8. Next meeting</p> <p>Ms. Tremblay gave the details of the next committee meeting, which will be held in Québec City from October 10 to 12, 2006.</p>	<p>Confirm attendance (all members)</p>
<p>9. International seminars</p> <p>Between 150 and 170 participants are expected to attend the Vietnam seminar. Mr. Donzel, Mr. Hansen, Mr. Lotsberg and Ms. Tremblay will take notes during the seminar so that the proceedings can be published (The synopsis of each section and presentation materials will be uploaded in the PIARC site).</p> <p>Second international seminar: no information to date.</p>	<p>Send notes to H. Nakajima within one month of the seminar.</p> <p>Update de web site (L. Tremblay)</p>
<p>10. World Road Congress</p> <p>Mr. Nakajima presented the tentative agenda for committee 3.2's technical session.</p> <ul style="list-style-type: none">- Working group leaders will give presentations: Mr. Roly Frost or Mr. Hansen for strategic theme 1, Mr. Denis Davi for theme 2 and Mr. Michel Cloutier for theme 3;- Two presentations will be given by people outside the committee. These presenters will be decided from the candidates who respond to the call for paper, but member are asked to find some candidates eligible for the session just in case. <p>Dr. Okahara mentioned that a special session on disaster mitigation- and preparedness- related theme for roads would be held. Until now, it seems to have been organized by the PIARC secretariat. He asked members to express any interest to Mr. Nakajima. Mr. Roly Frost was interested.</p> <p>Mr. Hervé Guérard will ask PIARC to change the session in which he is scheduled to present. At the moment, he is part of the session on climate change.</p> <p>Organization of the world congress should be discussed when the committee presidents and secretaries meet in Berlin.</p> <p>Ms. Line Tremblay mentioned that the committee has to write its activities report by Spring 2007.</p>	<p>Find a representative from France (D. Davi) and a representative from Italy (R. Arditi)</p> <p>Identify other candidates (all the members)</p> <p>Express any interest for giving a presentation at the special session (all members)</p>

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	Tasks to be completed by and date
<p>11. Strategic planning for next term</p> <p>Dr. Okahara asked members to suggest ideas for the next Risk Management for Roads committee (2008-2011 term).</p> <p>The following ideas were mentioned:</p> <ul style="list-style-type: none">- Trends, new risks.- Feedback.- Introducing risk management to developing countries and countries in transition.- Financial risks and infrastructure owners.- Communicating the consequences of disasters on road infrastructures.- Identifying critical assets. <p>It was agreed that the security issue would require input from field experts. If the next committee were to retain this issue, this requirement would have to be considered. The solution could be to create a new committee that would focus primarily on security.</p> <p>12. Technical visit</p> <p>Participants visited route 5, which leads to Halong Bay and Halong Bay.</p> <p>13. Adjournment</p> <p>Dr. Okahara thanked committee members and adjourned the meeting.</p>	