

3 PIARC INTERNET WEBSITE

The Internet website of the Association www.piarc.org is a means for internal and external communication and a tool for all PIARC members and its different entities.

The Internet website is designed to complement the other media of communication and dissemination of the results of the works of the Association (Routes/Roads magazine, technical reports...). The content of the website is overseen by the Communication Commission which is also responsible for users' surveys.

3.1 Administration and Structure of the website

The General Secretariat is responsible for the administration, development and maintenance of the website.

The Secretary General reports to the Communication Commission at every meeting about the evolution of the website and provides statistics of consultation.

The website consists of three main parts:

- The public site,
- The members only site,
- Working areas (extranet) for the different PIARC bodies.

3.1.1 *Public site*

The public site contains information accessible to the public that aims to make known the Association, its organisation and its activities. It contains in particular:

- A presentation of PIARC and its statutes,
- How to become a member and a presentation of the rights of members,
- The National Committees with links to their addresses and websites,
- The Strategic Plan, the structure of the Technical Committees and their terms of reference
- The Virtual Library providing access and possibility of downloading free of charge the PDF files of most PIARC reports and past articles of Routes/Roads,
- Information about the events organized by PIARC and an up-dated calendar of the events in the road and road transport domains,
- A presentation and links towards the website of the road administrations of the member countries,
- The World Interchange Network (WIN),
- Online consultation of the PIARC dictionaries and lexicons;
- The Directory of training organizations.

The public site is maintained in French and English, and also in Spanish for its main parts.

The General Secretariat is in charge of its administration.

3.1.2 *Members only site*

Each individual and collective PIARC member up to date with the payment of his membership fee and the members of the different bodies of PIARC get a login and password from the General Secretariat. This gives a right of access to the members only website.

The members only website contains in particular:

- General documents related to the functioning of the Association, in particular the Internal Rules and the Blue Guide, together with the minutes of the Council meetings;
- Detailed information regarding the Commissions, the Technical Committees and their activities: list of members and contact details, minutes of the meetings (for the on-going and the past cycles);
- A calendar of all meetings and seminars;
- An electronic version of the articles of the last issue of the magazine Routes/Roads;
- Information and recommendations about the different projects of the Association.

The members only website is maintained in French and English.

The General Secretariat is in charge of its administration.

3.1.3 *Working areas*

Working areas (extranet) are provided to the different bodies of the Association. These working areas are only accessible to the related members of these bodies. The President of PIARC and the staff of the General Secretariat can access all these working areas.

These working areas are for posting documents for the preparation of meetings and working drafts.

The areas of the Council, the Executive Committee and the Commissions are maintained by the General Secretariat. Administration of the other areas in particular those of the Technical Committees is delegated to these groups. The administrator is nominated by the Chair of the group. The General Secretariat provides information to the administrator who then produces and publishes the web pages.

The Chair of the group is responsible for the content of the working area. The General Secretariat oversees all these working areas and can intervene in case of abnormal use.

3.2 E-mail and Electronic Communication

It is recommended to use the E-mail for communication with the General Secretariat. The E-mail address of the General Secretariat of the World Road Association (PIARC) is:

info@piarc.org