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

Subject Fifth meeting of the PIARC Risk Management for Roads committee (CT 3.2)

Present

Members
Michio Okahara Japan Chairman
Line Tremblay Canada-Québec French-speaking secretary
Hiroyuki Nakajima Japan English-speaking secretary
Robert Ardìti 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
Tiecoure 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 Keichi 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

Note: If you believe these minutes are inaccurate or incomplete, please advise the signatory, who will make the necessary corrections.
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
Chapter 6  Security and risk management  
Mr. Michel Cloutier  

The following changes were made:

- 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:
  4.0 Framework for risk management in the road sector
  4.1 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).

The first drafts for chapters 5 and 6 were presented by Mr. Davi and Mr. Cloutier respectively.

The following points were agreed upon:

- 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.

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<thead>
<tr>
<th>Tasks to be completed by and date</th>
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<tbody>
<tr>
<td>Incorporate changes into the first version. Send to members for comments (L. Tremblay)</td>
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<td>Make the corrections to the first version (D. Davi)</td>
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<tr>
<td>Take the necessary steps (M. Cloutier, L. Tremblay or Dr. Okahara)</td>
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<td>Write the final report by November 2007 (appropriate members)</td>
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7. **International survey**

Mr. Nakajima provided an update on the responses to the first survey. He suggested members include the results in the final report.

Mr. Nakajima presented the responses to the second surveys. Two countries replied: Finland and Sweden as of now.

8. **Next meeting**

Ms. Tremblay gave the details of the next committee meeting, which will be held in Québec City from October 10 to 12, 2006.

9. **International seminars**

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).

Second international seminar: no information to date.

10. **World Road Congress**

Mr. Nakajima presented the tentative agenda for committee 3.2’s technical session.

- 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.

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.

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.

Organization of the world congress should be discussed when the committee presidents and secretaries meet in Berlin.

Ms. Line Tremblay mentioned that the committee has to write its activities report by Spring 2007.
11. **Strategic planning for next term**

Dr. Okahara asked members to suggest ideas for the next Risk Management for Roads committee (2008–2011 term).

The following ideas were mentioned:

- 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.

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.

12. **Technical visit**

Participants visited route 5, which leads to Halong Bay and Halong Bay.

13. **Adjournment**

Dr. Okahara thanked committee members and adjourned the meeting.