

**ASSOCIATION INTERNATIONALE DES TUNNELS
ET DE L'ESPACE SOUTERRAIN**
**INTERNATIONAL TUNNELLING AND
UNDERGROUND SPACE ASSOCIATION**

Compte-rendu de la 40^{ème} Assemblée Générale
IGUAÇU
11 – 14 mai 2014

Minutes of the 40th General Assembly
IGUASSU
11 – 14 May 2014

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The 40th meeting of the General Assembly of the Member Nations of ITA was held in Iguassu (Brazil) on 11 and 14 May 2014 under the presidency of Mr. Søren Degn Eskesen (Denmark), assisted by the Executive Council Members (see encl. 0) and the Executive Director.

VOTING REPRESENTATIVES

South Africa	H. J. (Ron) Tluczek
Algeria	--
Germany	Roland Leucker
Saudi Arabia	Emad Al Bisher (on Wednesday)
Argentina	Martin Böfer
Australia	Simon Knight
Austria	Robert Galler
Azerbaijan	-- (by correspondence)
Belarus	Viktor Polishchuck
Belgium	Willy De Lathauwer
Bhutan	Dorji P. Phuntshok
Bolivia	Grover Vargas
Bosnia-Herzegovina	--
Brazil	Hugo C. Rocha
Bulgaria	Victor Tashev
Cambodia	--
Canada	Erik Eberhardt
Chile	Christani Masad
China	Guo Shanyun
Colombia	Andrés Marulanda Escobar (on Sunday) and Camilo Marulanda (on Wednesday)
Republic of Korea	Myung Sagong
Costa Rica	Danilo Jimenez Ugalde
Croatia	Zvonimir Dekovic
Denmark	Niels Peter Hoj (on Sunday) and Michael Tonnesen (on Wednesday)
Egypt	Esmail Zedan (on Sunday)
United Arab Emirates	--
Ecuador	Jose Vega C.
Spain	Miguel Fernández-Bollo
USA	Randall Essex
Finland	Ari Laitinen
France	Yann Leblais
Greece	Petros Fortsakis
Hungary	Tibor Horváth
India	R. K. Khali

Indonesia	--
Iran	Jamal Rostami
Iceland	-- (by correspondence)
Israel	-- (by correspondence)
Italy	Andrea Pigorini
Japan	Nobuhiko Sato
Kazakhstan	--
Lao PDR	--
Lesotho	--
Macedonia (FYROM)	--
Malaysia	--
Morocco	--
Mexico	José Francisco Suárez Fino
Montenegro	--
Myanmar	--
Nepal	--
Norway	Heidi Berg
Panama	--
Netherlands	Jan H. Jonker
Peru	César Torres
Poland	Monika Mitew-Czajewska
Portugal	João Bilé Serra
Romania	Sorin Calinescu
United Kingdom	Donald Lamont
Russia	Mikhail Belenkiy
Serbia	-- (represented by Canada)
Singapore	--
Slovakia	--
Slovenia	-- (represented by Croatia)
Sweden	Örjan Wolff
Switzerland	Luzi Reto Gruber
Czech Republic	Karel Rossler
Thailand	Phienwej Noppadol
Turkey	Hamdi Aydin
Ukraine	-- (by correspondence)
Venezuela	--
Vietnam	--

AGENDA

Sunday morning 11 May 2014 from 9.00 am to 1.00 pm

1. Opening speech
2. Approval of the agenda
3. Approval of the minutes of the General Assembly 2013
4. Report of Activity of the Executive Council - Comments from the Assembly
5. Approval of new members
6. Report from the Internal Auditor - Comments from the Assembly
7. Report from the Governance Board
8. Report of Activity of the Member Nations - Comments from the Assembly
9. Report of activity of the ITACET Foundation
10. Communication from the Sister International Associations
11. Financial report for 2013 - Comments and approval of the Accounts
12. Preparation of the election of Executive Members
13. Presentation of the new strategy
14. Preparation of the other decisions of the General Assembly on Wednesday 14 May 2014
 - 14.1 Creation of the young members Group (ITA YMG)
 - 14.2 Modification of membership fees
 - 14.3 Renewal of the contract of the financial auditor for 3 years.
 - 14.4 Presentation of the candidatures for the 2017 General Assembly

Wednesday afternoon 14 May 2014 from 1.30 pm to 4.30 pm

15. Election of the Executive Council Members
16. Report on the Open Session held on Tuesday 13 May 2014
17. Working Groups and Committees: Reports and projects of activity – Approval
18. Appointment of the Auditor of the conformity of the actions of the Executive Council
19. Decision concerning the creation of the young members Group (ITA YMG)
20. Decision concerning membership fees
21. Decision concerning the renewal of the contract of the financial auditor for 3 years
22. Preparation of the General Assemblies 2015 and 2016
23. Presentation and approbation of the Budget for 2014
24. Draft budget 2015
25. Choice of the place for the General Assembly 2017
26. Other business
27. Closing address

A – ASSEMBLY ON SUNDAY 11 MAY 2014

1 – OPENING SPEECH

The President Søren Degn Eskesen welcomed the delegates of the Member Nations represented and the representatives of the sister associations PIARC (Pierre Schmitz) and ACUUS (Nasri Munfah).

He then thanked the Brazilian Tunnelling Committee (CBT) for organising the General Assembly and World Tunnel Congress and then he declared the 40th ITA General Assembly to be opened. (See opening speech in encl. 1)

2 – APPROVAL OF THE AGENDA

This year the notice, the agenda and the files were sent on March 7, May 1st, and May 8, 2014, to all 71 Member Nations.

The President presented the agenda; it was approved without amendments.

3 – APPROVAL OF THE MINUTES OF THE GENERAL ASSEMBLY 2013

The minutes of the General Assembly 2013 were sent on December 20, 2013; they were approved without any comment.

4 – REPORT OF ACTIVITY OF THE EXECUTIVE COUNCIL

The President reminded that the report of activity was sent to the Member Nations on May 1st, 2014, and asked for the comments from the Assembly. (Encl. 2)

The President highlighted the main items of the report, which were:

Functioning: The Executive Council took actions to strengthen the relations with the new Member Nations, to develop the relationship with Sister Associations and to establish new relationship, to encourage the work of the Committees and to develop membership notably towards the industry through new Prime Sponsors and Supporters.

Distribution of Roles among Executive Council Members:

- | | |
|--|--|
| a) A. Elioff (VP) and E. Leca | General Affairs |
| b) T. Celestino (VP) and A. Gomes | Development of the WGs |
| c) D. Peila (VP), N. Kazilis & D. Kolic | Development of the Committees |
| d) R. Lovat (VP), R. Haug and J. Yan | Industry relations / Sponsorship |
| e) S. Eskesen | MN dev. and consolidation in all countries |
| f) S. Eskesen and E. Leca | MN dev. and consolidation in the Middle East |
| g) T. Celestino and A. Gomes | Mn dev. and consolidation in Latin America |
| h) J. Yan | MN dev. and consolidation in China |
| i) T. Melbye (expert) | Representative of PS, Industry relations / Sponsorship |
| j) M. Belenkiy (expert) | MN dev. and consolidation in CIS countries |
| k) Z. Z. Aye (expert) | MN dev. and consolidation in South East Asia |
| l) H. Wagner (expert) | Relations with the World Bank |

Tom Melbye has been chosen to represent the PS inside ExCo for an additional year (until WTC 2015).

Task Forces

- **Working Groups and Committees**

Task force members: Tarcisio Celestino, Amanda Elioff, Daniele Peila, Eric Leca and Felix Amberg.

The task force worked to take into account request and feedback from the latest meeting organised between WGs animateurs, committees' chairs and ExCo members during WTC.

- **Industry relations**

Task force members: R. Lovat, R. Haug, J. Yan, T. Melbye, F. Amberg and O. Vion.

This task force was implemented to strengthen the relationship between ITA and the industry represented by Affiliate members, Supporters and Prime Sponsors.

A special leaflet summarising the roles and benefits has been prepared.

In order to recognize the efforts made by companies / organisations which allow their staff to be ITA ExCo members, it has been decided to grant them the status of “Supporter Company”: **Parsons Brinckerhoff, L2Advisors, Politecnico Torino, Themag, Geoconsult, LNS, Systra, and Geodata Greece.**

- **Creation of the Young Members group**

Task force members: Amanda Elioff, Daniele Peila, Alexandre Gomes, Olivier Vion, Jurij Karlovsek and Petr Salak.

At the General Assembly in 2013, the GA requested the ExCo to study how a specific group for young members could be established.

This task force worked from September 2013 to January 2014 to come to a final proposal (item 14.1)

- **Open Session 2014**

Task force members: Alexandre Gomes, Ruth Gunlaug Haug and Eric Leca.

After three consecutive Open Sessions dedicated to delivering/Planning and Deciding Better and Resilient Cities, the ExCo chose a new theme for Open Sessions, tentatively for a three year period: “Underground Space and Natural Resources”. For the Open Session in 2014, the theme will be mainly focus on mining. Following topics may include hydro and other energies.

- **ITA Strategy**

Task force members: Søren Degn Eskesen, Olivier Vion, Rick Lovat, Amanda Elioff, and Tom Melbye.

At its first meeting immediately after the Geneva GA the ExCo decided to work with updating the ITA Strategy for the period 2013 to 2016 with the aim of presenting it at the GA in Iguassu

Governance

To comply with the decision of the General Assembly, the Governance/compliance group (Sorin Calinescu, Martin Knights and Simon Knight) evaluated the compliance of the ExCo functions in relation to the document, “Code of Ethics and conducts for NGOs” published by the WANGO (World Association of NGO).

Relations with Member Nations:

- Visiting 29 Member Nations.
- Endorsing Conferences organised by Member Nations.
- Representing ITA at Regional and local conferences, seminars and workshops organised by Member Nations.

Development of Affiliates: Eleven New Corporate Affiliates.

Development of Prime Sponsors: One new Prime Sponsor: **ZOOMLION** (China)

Development of Supporters: Eight new Supporters:

AECOM (Canada), AKKORD (Azerbaijan), **ALDEA** (USA), ARUP (USA), BABENDERERDE (Germany), BONAR (UK), BOUYGUES TP (France), CBE (France), **CHINA RAILWAY CONSTR. HEAVY INDUSTRY** (China), **CHINA RAILWAY 16th BUREAU GROUP** (China), CHINA RAILWAY SOUTHWEST RESEARCH INSTITUTE (China), COWI (Denmark), DATWYLER (Germany), DENKA (Germany), DYWIDAG (Austria), ELASTO (Ireland), GEODATA (Italy), GEODATA Ziviltechniker (Austria), GIERTSEN TUNNEL (Norway), GRACE & Co (USA), HAGERBACH (Switzerland),

HALCROW (UK), HARVEY PARKER & ASSOCIATES (USA), HIC (South Korea), HITACHI ZOSEN (Japan), HOLCIM (Switzerland), HYDROMAT (Bulgaria), INFOTERRA (Germany), MACCAFERRI (Italy), MINOVA MAI (Austria), MORGAN SINDALL (UK), MOTT MACDONALD (UK), **MOSTOVIK** (Russia), OBRAS SUBTERRANEAS (Spain), OTB CONCRETE (UK), **PENGUIN** (Canada), PROPEX (UK), PUTZMEISTER (Spain), RAMBOLL (Denmark), **ROCKSOIL** (Italy), SOLETANCHE-BACHY (France), SOLETANCHE-BACHY-TUNNELS (France), STEC (China), STIRLING LLOYD POLYCHEM (UK), SWS Engineering (Italy), **TECHNOLOGIES IN STRUCTURAL ENGINEERING** (Australia), TERRATEC (Australia), **TRE** (Italy), TRELLEBORG (Netherlands), VMT (Germany), WACKER CHEMIE (Germany).

Relations with Sister Associations: IRF, ISRM, ISSMGE, IAEG, AIPCR, FIDIC, ITIG, ISOCARP, ACUUS.

Relations with International Organisations: UN Habitat, UN ISDR and World Bank

Working Groups:

- Since WTC 2013 in Geneva, Working Groups sent 2 progress reports in September 2013 and April 2014
- These reports allow ITA ExCo to monitor and support WGs.
- Progress Reports shows that a lot of works is done by the WGs (mainly Animateurs and Vice-Animateurs) in between the WTCs meetings.
- WG5 has released an ITA Report on “Refuge Chambers”.

Committees: All four committees have been very active during the year.

- **ITA COSUF**

- organised in collaboration with the EU the 3rd Forum for European Tunnel Officers
- published the report on “An engineering methodology for performance-based fire safety design of underground rail systems”

- **ITA-CET**

- organised itself with four Activity Groups:
 - AG 1: Training and Education for Member Nations; Michel Deffayet
 - AG2: Training and Education for professionals; Volker Wetzig
 - AG3: University Network; Georg Anagnostou
 - AG4: development of didactic material including for E-learning; Fulvio Tonon
- prepared program for 10 training courses organised by the ITACET Foundation
- has a new Chair : Robert Galler and a new Vice Chair : Michel Deffayet

- **Itacus**

- prepared a road map for the period 2013-2016
- participated in several training courses organized by the ITACET Foundation (Singapore, Zagreb)
- participated in Working Groups of UN ISDR and UN Habitat
- participated in the WUF in Medellin with side event and training course

- **ITAtch**

- participated in IRF conference in Riyadh
- has six active Activity Groups, some of them have got sub activity groups
- will propose a new Chair: Arturo Henniger from Implenia (CH).
- has published two reports:
 - Monitoring Frequencies in Urban Tunnelling
 - Best Practices for Back Fill Grouting

No particular remarks were expressed from the Representatives of the Member Nations. The report was unanimously approved.

5 – APPROVAL OF NEW MEMBERS

5.1. Member Nations

The Association did not register any new request for admission.

The number of Member Nations therefore remains at 71. (Encl. 3)

5.2. Affiliates

5.2.1. Requests for membership

a) Corporate Members: 11

325	Penguin Automated Systems Inc	Canada
326	The scientific and industrial company Mostovik Ltd	Russia
327	Technologies in Structural Engineering Pty. Ltd.	Australia
328	MMM Group Limited	Canada
329	China Railway Construction Heavy Industry Co., Ltd	China
330	Zoomlion Heavy Industry Science & Technology Co., Ltd	China
331	Aldea Services LLC	USA
332	Brugg Contec AG	Switzerland
333	Kistec	South Korea
334	China Railway 16th Bureau Group Co., Ltd	China
335	TRE	Italy

b) Individual Members: 1

404	Irwin Shane (Parsons Brinckerhoff)	Ireland
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c) The voting delegates of the concerned Member Nations did not object and the General Assembly confirmed these candidatures.

5.2.2. Resignations

a) Corporate Members: 8

183	Promel Projekt d.o.o.	Croatia
194	Ecoratio	Netherlands
221	Thorn Europhane SA	France
255	Gammon Construction Limited	Hong Kong
261	Société Nationale des Autoroutes du Maroc	Maroc
270	Esco Consultant & Engineers Company	Korea (South)
285	Bartz SA	Spain
293	Tam Holding AG (Ltd)	Switzerland

b) Individual Members: 8

057	Lucien Lupiac	France
069	Anthony Umney	UK
162	Jon Kaneshiro	USA
215	Gerhard Girmscheid	Switzerland
267	Terry Mellors	UK
327	Philippe Autuori	France
345	Alexandre B.L. Matheson	USA
381	Alain Mercusot	France

5.2.3. Exclusions

The exclusions of Affiliate Members, pronounced for non-payment of the subscription fee for over three years, are the following ones:

a) Corporate Members: 10

162	EDL Ingenieros Consultores	Colombia
185	Antea France	France
196	General Consulting Ltd Istria	Greece
248	Sambo Engineering Co Ltd	Korea
263	Daewoo E & C	Korea
264	Hyundai Development Company	Korea
271	Lotte Engineering & Construction Co	Korea
273	Seoyeong Engineering Co., Ltd	Korea
276	Ekol & Asdem Construction Co. Ltd	Saudi Arabia
279	Dongbu Corporation	Korea

b) Individual Members: 4

361	Paul Marinos	Greece
362	Mohammed A. Bahareth	Saudi Arabia
373	Wern-Ping (Nick) Chen	USA
379	Jung In Kim	USA

5.2.4. *The number of Affiliate Members therefore reaches 285 (Corporate: 192 – Individual: 93). (Encl. 4 and Encl. 5)*

5.3 Prime Sponsors

One company has decided to become Prime Sponsor:

- Zoomlion Heavy Industry Science & Technology Co., Ltd (China)

The number of Prime Sponsors therefore reaches 15 (Encl. 6)

The President expressed his gratitude to this company for having decided to support the Association by becoming Prime Sponsor.

5.4 Supporters

5.4.1 Admissions

Eight companies have decided to become Supporters:

52/325	Penguin Automated Systems Inc	Canada
53/326	The scientific and industrial company Mostovik Ltd (NPO Mostovik)	Russia
54/329	China Railway Construction Heavy Industry Co., Ltd	China
55/331	Aldea Services	USA
56/284	Rocksoil SpA	Italy
57/327	Technologies in Structural Engineering Pty. Ltd.	Australia
58/334	China Railway 16th Bureau Group Co., Ltd	China
59/335	TRE	Italy

The President expressed his gratitude to these 8 companies for having decided to support the Association more actively in becoming Supporters.

5.4.2. Resignations

Three companies have decided to resign as a Supporter:

10/267	Tunnelling and Underground Construction Academy	UK
11/270	Esco Consultant & Engineers Company	South Korea
14/179	CSM Bessac	France

5.4.3. Exclusions

The exclusions of companies, pronounced for non-payment of the support fees for over three years, are the following ones:

05/254	Hyundai Engineering & Const. Co., Ltd	South Korea
06/257	SKE&C	South Korea
07/258	Doosan Engineering & Constr. Co., Ltd	South Korea
09/262	Daelim Industrial Company Ltd	South Korea

The number of Supporters therefore reaches 51. (Encl. 7)

5.5. ITA COSUF Committee

5.5.1. Requests for membership: 10

094	Pöyry Switzerland Ltd	Switzerland
095	Netivei Israel - National Transport Infrastructure Company	Israel
096	London Bridge Associates Ltd	United Kingdom
097	Riyadh Municipality, Kingdom of Saudi Arabia	Saudi Arabia
098	Frontier Works Organization	Pakistan
099	Escota	France
100	Swedish Transport Administration ConBef AB	Sweden
101	Mirabit Consultoria Ltda	Brazil
102	IFAB Institut für angewandte Brandschutzforschung	Germany
103	Metroselskabet I/S	Denmark

5.5.2. Resignations: 8

004	Cur Bow Infra	Netherlands
044	Movares	Netherlands
060	Out E.V. Network tusec	Germany
065	Sund & Baelt Holding	Denmark
066	Ota Engineering	Japan
073	Autoroutes du Sud de la France	France
084	Schüssler-Plan Ingenieurgesellschaft mbH	Germany
088	Barbara Consult	United Kingdom

The General Assembly did not present any remarks concerning the eight additional organizations that have asked to become member of the Committee ITA COSUF; their candidature was approved. (Encl. 8)

5.6. ITA-CET Committee

5.6.1. Requests for membership: 2

T037	Colorado School of Mines, Center of Underground Construction	USA
E012	CETU	France

The General Assembly did not present any remarks concerning the two organizations that have asked to become a member of the Committee ITA-CET; their candidatures were approved. (Encl. 9)

5.7. itacus Committee

5.7.1. Requests for membership: 9

30	Rock Engineering Research Foundation - BeFo	Sweden
31	Mirabit Consultoria	Brazil
32	John Reilly Associates International	USA
33	IAGIG – Italian Young Geotechnical Engineers	Italy
34	Geotehnicki Sdudio d.o.o.	Croatia
35	Underground d.o.o.	Croatia
36	Underground Ltd	Croatia
37	Tepro d.o.o.	Croatia
38	Spektar-Agrar d.o.o.	Croatia

The General Assembly did not present any remarks concerning the nine organizations that have asked to become a member of the Committee itacus; their candidatures were thus approved. (Encl. 10)

5.8. ITAtech Committee

All Prime Sponsors and Supporters are entitled to be member of ITAtech Committee. At the moment, 15 Prime Sponsors and 51 Supporters are participating actively.

6 – REPORT FROM THE AUDITOR ON THE CONFORMITY OF THE ACTIONS OF THE EXECUTIVE COUNCIL

In 2007 a motion on the strategy adopted by the General Assembly reaffirmed the vision of the Association as “*ITA, the Leader in Tunnelling and Underground Space*”.

Since the last General Assembly, notable steps towards the achievement of the strategic goals were made as presented by the minutes of the Executive Council meetings and the extensive report prepared for the General Assembly, that outlines the progress registered.

The five main lines of strategic development that were set are:

1) Development of the Working Groups

The activities of the 13 active Working Groups were given continuous support from the Executive Council, and the results of this year actions are to be presented directly to the General Assembly. A Task Force of the ExCo has been set up in order to better manage the activities of the Working Groups with the general target of making them a truly ITA Institution as stated in the Statutes and By-Laws.

From this year’s 15 000 Euros budget, the money allocated was not spent as expected, a situation that still needs attention.

2) Relations with the Member Nations and development

Great efforts were made by the Executive Council to strengthen the contacts with a large number of Member Nations worldwide, summing up a total of 29 countries, namely Australia, Bhutan, Brazil, Canada, Chile, Colombia, Croatia, Czech Republic, Denmark, France, Germany, India, Iran, Italy, Mexico, Myanmar, Nepal, Norway, Panama, Russia, Saudi Arabia, Spain, Switzerland, Thailand, Turkey, UAE, UK, USA, Vietnam, one more as compared to the previous year. The increased number of member nations of the Association poses a new challenge to the Executive Council to maintain close contacts with all member nations as it seems that these direct contacts have reached a physical and financial limit of less than 50% of the total member nations. And this aspect should be addressed for the future good functioning of our Association, in order to address worldwide coverage.

Geographically contacts are well spread but we have to observe that not a single contact in Africa is present.

Some interesting new actions to be mentioned are:

- The initiative of the Russian Association to make an information tour that was positively answered by Austria, Denmark, Greece, Norway, Poland and Turkey;
- Support for the regional conference meetings;
- Creation of the Young Members Group.

The Auditor would like to greatly appreciate the circulation of the Internal Bulletin made available to Member Nations after each ExCo meeting, a great leap forward in making much more transparent the activities of the Association and getting the ExCo progress out of the black box for our tunnelling family.

The Ex-Co pursued its contacts with several potential new Member Nations which could become ITA, out of which Albania, Andorra, Bahrain, Georgia, Kenya, Lithuania, Philippines, Qatar, and Sri Lanka. The main obstacle in establishing new contacts is the absence of appropriate national bodies able to effectively represent new member nations.

3) Cooperation with the industry

Continuous efforts were made to increase the cooperation with the industry and to affiliate a greater number of Corporate Affiliate Members. For this year General Assembly 9 new applications for membership will have to be decided as compared to eleven last year.

Another constant item on every meeting was the development of Supporters with one new Prime Sponsor and eight new Supporters.

4) Development of the actions in favor of education and training

The Scientific, Technical and Training actions of the Associations have been continued through the various formats of the ITA Committees: ITA COSUF, ITA-CET, itacus and ITAtech.

There are currently under analysis several strategic actions to improve the capacity for professional training.

5) Promotion of the underground use

The Ex-Co followed on with planned actions for improving relations with all international organizations, such as the UNITED NATIONS, the World Bank and the EUROPEAN UNION. Good results of the traditional joint professional cooperation continued also with Sister Organizations.

The Ex-Co also looked for the proper way to promote the activity of ITA in relation with the Media and the General Public. As usual, the communication issues were always on every agenda of the Ex-Co meetings.

The related organizational aspects of the priority action plan were also pursued according to the schedule with four plenary meetings of the ExCo.

Based on the good practice guide for better governance and transparency, more detailed tasks, rules, responsibilities and targets were set for the ExCo members and the Secretariat.

The auditor would like to make a special remark concerning the items on this year's priority agenda of the Ex-Co, which are:

- Working Groups and Committees;*
- Industry relations;*
- ITA Young Members;*
- Open Session WTC;*
- Consolidate/Activate Member Nations;*
- Knowledge sharing;*
- Use of underground space;*
- Communication.*

A special task force with a comprehensive action plan has been put in place for the new Global Strategy to be presented for approval of the General Assembly.

The first step was a Strength / Weakness / Opportunity / Threat analysis of the Association as a basis for the future Global Strategy and Action Plan that would take into consideration all the stakeholders involved and install a better follow-up of the progress achieved.

The General Assembly unanimously approved the presented report, without any comment.

7 – REPORT FROM THE GOVERNANCE BOARD

The team of the Governance Board is composed of Messrs. Martin Knights (UK), Simon Knight (Australia) and Sorin Calinescu (Romania).

The report was presented by Simon Knight.

The General Assembly asked the team to review the ITA's compliance against the *Code of Ethics & Conduct for NGOs*, an initiative of the **World Association of Non-Governmental Organizations**.

In the code, the key issues concerning ITA are:

- Transparency/ Accountability
- Structure
- Conduct
- Responsibilities
- Use of Funds
- Relationship with Donors
- Collaboration
- Relations with Sister Organisations
- Relationship with FOR PROFIT Organisations

The team has noticed some main points that could be improved in the management of our Association:

- **Plan of governance.** The NGO shall establish a plan of governance that best allows it to fulfill its mission, and reflects the core values and cultural standards of the organization. Democratic principles are to be used where appropriate and applicable.
 - Do our actions reflect our core values? are they democratic?
- **Director resources.** The NGO's governing body shall consist of individuals who are dedicated to the mission of the organization, willing to volunteer their time and energies toward achievement of the mission, and able to offer substantial contributions to the organization.
 - How well do we at this? Refer to the book "**Race for Relevance: 5 Radical Changes for Associations**"
- How does the governing body communicate to the association's membership, officers, staff, and the general public, with the exception of discussions related to personnel evaluation and other such confidential information?
 - Does the governing body take responsibility for its own conduct, monitoring and evaluating itself accordingly?
 - Has the governing body established written expectations for board members?

Conflict of interest

- Does the organization have a written conflict of interest policy, which is applicable to the directors and any staff or volunteers who have significant decision-making authority regarding the organization's activities or resources, as well as relevant organizational partners?

- Does the governing body provide to the members of the governing body the written conflict of interest statement at the outset of each term of service?
- Does each of the members of the governing body sign this conflict of interest statement?

Taking into account all the answers to the questionnaire included in the Code of Ethics (see Encl. 11)

- The team was able to confirm that the ITA as managed by the ExCo generally complies with the *Code of Ethics & Conduct for NGOs*.
- The team congratulates the ExCo on its compliance.
- But we believe that the functioning of the ExCo might be improved in some areas to the benefit of ExCo and the membership.

8 – REPORT OF ACTIVITY OF THE MEMBER NATIONS

Thirty-five Member Nations 2013 activity reports were received at the secretariat and were posted on ITA website. The reports were coming from following Member Nations:

- | | | |
|----------------|------------------------|---------------|
| • South Africa | • United Arab Emirates | • Nepal |
| • Germany | • Spain | • Norway |
| • Argentina | • USA | • Netherlands |
| • Australia | • Finland | • Poland |
| • Belgium | • France | • Portugal |
| • Brazil | • Greece | • Romania |
| • Bulgaria | • Hungary | • UK |
| • Canada | • Iran | • Russia |
| • China | • Iceland | • Slovakia |
| • South Korea | • Israel | • Sweden |
| • Costa Rica | • Italy | • Turkey |
| • Egypt | • Japan | |

These reports are enclosed to the Minutes (encl. 12)

During the General Assembly, following Member Nation informed the Assembly of their actions:

- | | | |
|------------|---------------|-------------------|
| • Austria* | • Italy | • South Africa |
| • Brazil | • South Korea | • Spain* |
| • Canada* | • Mexico* | • Sweden |
| • France | • Norway | • Switzerland* |
| • Germany* | • Portugal* | • Turkey* |
| • India | • Romania* | • United Kingdom* |
| • Iran* | • Russia* | • USA* |

* Texts are enclosed to the Minutes (encl. 13).

9 – REPORT OF ACTIVITY OF THE ITACET FOUNDATION (encl. 14)

Piergiorgio GRASSO, Vice President of the Council of the ITACET Foundation, made a short presentation of the activities of the Foundation, on behalf of the Council.

1. Created in September 2009, the ITACET Foundation finished the fourth year of its activity in June 2013 and is now completing its fifth year.
The main objective is to encourage the Education and the Professional Training of specialists in Underground Space Use for the benefits of the emerging countries.

2. The Foundation has very close relations with ITA and particularly with the ITA-CET Committee as indicated earlier during the General Assembly; the ITA-CET committee is in charge of preparing the training programme and of choosing the lecturers of the sessions organized by the Foundation.
A letter to ITA Member Nations, co-signed by ITA and Foundation Presidents, was sent in 2013 to the ITA Member nations in order to promote the actions prepared by the Foundation
The Foundation is also developing its relationship with the Industry, directly with the Companies represented in the Council of Foundation; it is still expected to develop these activities through ITAtech Committee.
3. Since the ITA 2013 General Assembly, the Foundation organized the following events:
 - **Opatija (Croatia)** on 14 June 2013 on **Immersed Tunnels**; the client was ITA Croatia – 50 participants
 - **Riyadh (KSA)** on 23-24 June 2013 on **Tunnelling in limestone**; the client was the Ministry of Transport - 80 participants
 - **Singapore** on 11-12 July 2013 on **Underground Space facilities**; the client was the Nanyang Center for Underground Space (NCUS) – 50 participants
 - **Sao Paulo (Brazil)** on 8-9 November 2013 on **Immersed tunnels**; the client was CBT, the Brazilian Tunnelling Association - 110 participants
 - **Zagreb (Croatia)** on 3 December 2013 on **Underground Space use**; the client was ITA Croatia - 50 participants
 - **Kathmandu (Nepal)** on 19-20 December 2013 on **Investigation, Design and Construction**; the client was NTA, the Tunnelling Association of Nepal – 180 participants
 - **Riyadh (KSA)** on 9-10 February 2014 on **Common Utility Tunnels**; the client was Riyadh Municipality – 160 participants
 - **Hanoi (Vietnam)** on 9-11 April 2014 on **Tunnelling in Urban Areas** the client was VTA, the Vietnamese Tunnelling Association) - 130 participants
 - **Shanghai (China)** on 23 April 2014 on **Modern techniques of Design, Construction and Operation in Road and Metro Tunnels**; the client was Tongji University and SSCE - 100 participants
 - **Iguassu (Brazil)** on 9-10 May 2014 on **Tunnels for Energy** at the occasion of WTC2014; the client was CBT, the Brazilian Tunnelling Association – XXX participants

In total, the Foundation organized 34 sessions gathering more than 3600 participants since the creation of the Foundation, late 2009.

The reports concerning all these events were published in the Foundation Newsletters (18 published) and in the Foundation website (www.itacet.org), which was completely relooked.

On these occasions the Foundation significantly increased the list of its donors (list on the website) who accepted to spend their money and their time for the benefit of the Foundation and of the ITA.

The Foundation is now preparing events in Mexico, Bhutan, Islamabad, Malaysia,... and of course Dubrovnik at the occasion of WTC2015

4. The Foundation gave sponsorship to students accepted in the ITA-endorsed Postgraduate Master Courses; this sponsorship was granted this year to one student for each course:
 - FRANCE: INSA Lyon & ENTPE, **“TUNNELS AND UNDERGROUND STRUCTURES, from design to operation”**.
 - ITALY: Politecnico di Torino, **“TUNNELLING and TUNNELLING BORING MACHINES”**
5. The Foundation Award was granted during WTC2014 to:
 - **Andre ASSIS** for his action since the creation of the Foundation
 - ITA Member Nation of **SAUDI ARABIA** for its continual support toward the Foundation
6. The Foundation also created the alumni of the participants to its Training Sessions; the participants can now communicate among themselves using LinkedIn.

10 – COMMUNICATION FROM THE SISTER INTERNATIONAL ASSOCIATIONS

10.1 World Road Association (PIARC)

Pierre Schmitz, Vice-President of TC 3.3, thanked ITA for having invited the World Road Association to participate in its General Assembly. During the year 2013-2014 it is to note: (see full report in encl. 15)

Technical Committee Road Tunnel Operations Activity Report 2013-2014

The TC 3.3 "Road Tunnel Operations" has six Working Groups:

- WG1: Sustainable operation
- WG2: Safety
- WG3: Human behaviour
- WG4: Fire safety
- WG5: Complex road tunnels
- WG6: Knowledge management

And Members are from all over the world:

- 53 Members (from 35 countries)
- 16 Corresponding Members (from 15 countries)
- 12 Associate Members (from 6 countries)
- 109 WGs Associate Members designated by the committee

TOTAL: 180 experts coming from 37 countries

ITA is represented in TC3.3 by Olivier Vion, ITA Executive Director. He is member of the WG6.

Actions in cooperation with ITA COSUF

- COSUF represented in TC 3.3: *Roland LEUCKER*
- PIARC represented in COSUF Steering Board: *Gary CLARK (UK)*
- PIARC represented in some COSUF Activity Groups:
 - *AG2 : Gary CLARK (UK)*
 - *AG3 : Nikolaos VAGIOKAS (GR)*
 - *AG4 : Johan BOSCH (NL)*
- Participation to the COSUF annual workshop: Balancing Operational Needs and Safety Research Developments, Berlin – 5 June 2014: Ulf Lundström and Les Fielding

Actions in cooperation with ITA-CET

- A basic set of 3 types of training sessions, on the following topics: Design in tunnelling, Construction of tunnels, Operation in tunnelling and tailor-made training sessions
- Participation in 2 training sessions:
 - Riyadh: Safety operations in railway and road tunnels
 - Riyadh : Safety in urban transport tunnels
- No participation in training sessions since the GA in Geneva

Last PIARC TC 3.3 seminar

- Topic : **Sustainable Road Tunnel Operation**
- Location : Da Nang (Vietnam)
- Date : 23 – 25 October 2013
- Attendance : 100 persons from 13 countries
- 16 presentations
- Technical visit : Hai Van tunnel
Olivier Vion participated in the meeting.

PIARC International Winter Road Congress

It took place in Andorra-la-Vella on 4-7 February, 2014, with a Special session on “winter maintenance in road tunnels”

Technical reports in progress

1. Sustainable road tunnel operations
2. Best practice for life cycle analysis on technical systems
3. Experience with Significant Incidents in Road Tunnels
4. Best practice on measures to support persons with reduced mobility
5. Recommendations on real time communications with users
6. Fixed fire-fighting systems in road tunnels: current practices and recommendations
7. Underground road networks: case studies

Dictionary on Road Tunnel Operations

- 140 terms and definitions translated in 12 languages: English, French, Spanish + Arabic, Chinese, Czech, German, Greek, Italian, Japanese, Korean, Slovene
- Translations available for free on www.piarc.org (menu : Terminology)
- Translations in progress in 8 new languages: Danish, Dutch, Finnish, Norwegian, Persian, Portuguese, Swedish and Vietnamese
- New terms and definitions + photos in the 20 languages

PIARC Road Tunnel Manual

- Fully available in 6 languages : English, French, Spanish, Chinese, Czech, Italian
- Fully translated in 2 new languages: Arabic and Portuguese
- Translation in progress in 2 other languages: Japanese and Korean
- The Manual will be moved in the next months to the new website with a common layout for the 2 other PIARC web manuals:
 - Road Safety Manual
 - Network Operation Handbook

New online courses on Road Tunnels

- First course: Vehicles Emissions and Air Demand for Ventilation
- In three languages: English, French and Spanish
- Course + Webinar

Next PIARC TC 3.3 seminar

- Topic : Binational and high altitude road tunnel operations
- Location : San Juan (Argentina)
- Date : 15-17 April 2015
- Website : www.seminariodetuneles.com.ar

Next PIARC world congress

- Topic: Roads and mobility - Creating new value from transport
- Proposal of a Special Session: Complex multimodal underground networks. Harmonized operational and safety strategies.
- Potential partners: ITA COSUF, UN Habitat, UITP and, potentially, fire fighting organizations
- <http://piarcseoul2015.org>

10.2 Association research Centers for the Urban Underground Space (ACUUS)

The report was presented by Mr. Nasri Munfah (see encl. 16)

Mission and Overview of Main Activities

What is ACUUS?

- ACUUS was established in 1983 at its first Conference in Australia, and was incorporated in Canada in 1996 as an international non-governmental association actively promoting partnership among professionals – individuals, organizations, and academia - in the field of planning, research, design, construction, and maintenance and operations of urban underground facilities and general urban subsurface space.
- It establishes the common platform for all professionals involved in urban underground space aspects to explore and adopt innovative and sustainable solutions related to modern underground space use

ACUUS Mission

- ACUUS provides support and services to international organizations and research centers having similar goals and activities, facilitates international networking ever expanding its platform at an international level
- Facilitates the exchanges between the end users (owners, clients) and the world experts in the industry and academia in exploring underground space potentials and its best use.
- Raises awareness of the private sector, governments at all levels and the general public on the specific issues related to the modern use of the urban underground

Latest and next ACUUS Conferences

2012 Singapore	13 th Underground Space Development – Opportunities and Challenges
2014 Seoul (Korea)	14 th Underground Space: Planning, Administration and Design Challenges
2016 St-Petersburg (Russia)	15 th Underground construction for sustainable development of the cities

ACUUS main activities

- The core activity of ACUUS has been its international conferences, organized every two or three years. The conferences bring together planners, architects, engineers, decision-makers, builders and investors, scholars and researchers, and many other professionals involved in the use and development of the urban underground space and foster international cooperation and exchange of knowledge, expertise and innovative ideas.

ACUUS activities in 2013-2014

- ACUUS members are involved in ongoing research in several fields related to underground development (safety, city resiliency, functionality)
- ACUUS was invited to provide lectures in various conferences around the world (Beijing, Macao, Kuala Lumpur, Shanghai, Hong Kong, Tehran)
- ACUUS held a successful presentation and networking session at UN Habitat conference in Medellin, Columbia in April 2014 raising high interests in urban space use issues
- We invite you to join ACUUS as individual or institutional members

14th ACUUS International Conference “Underground Space: Planning, Administration and Design Challenges” – Seoul (South Korea) – September 24-26, 2014 - www.acuus2014.com

2016 St-Petersburg (Russia) - Underground construction for sustainable development of cities.

10.3 World Bank (the report was received at the end of the General Assembly)

Reference is made to the meeting between The World Bank (TWB) Manager for Hydropower, Mr. Pravin Karki, and ITA Expert Dr. Harald Wagner in Bangkok on April 24, 2014. Subject of the meeting was the update of ITA on new focus of TWB activities.

Under the new TWB President the focus of the World Bank has been shifted towards Climate Change and financing of projects of renewable energies and urban infrastructures. Emphasis is given in particular to hydropower projects including underground structures.

No infrastructure project will be accepted by TWB without consequent focus on climate change related aspects of Geotechnical Engineering in project development including risk management and disaster prevention.

In order to realize respective projects the bank understood that in general more Training @ Education of young engineers, in particular in the field of tunneling will be necessary. The bank is open to cooperate with ITA and to finance on a project related basis training courses.

11 - FINANCIAL REPORT FOR 2013-2014

11.1. Closing of the Accounts - Report from the Auditor

The closing accounts for the year 2013-2014 were sent to the Member Nations on May 5, 2014. (Encl. 17 & 18)

The closing has been prepared by the Executive Director and the Treasurer of the Association, while the certification, sent along with the accounts, has been made by the Swiss Auditor DSK, in accordance with the decisions of the 2004 General Assembly.

The Treasurer commented on the documents.

ITA balance 2013 – 2014

Comparison with previous year 2012-2013:

- increase of revenues by 22%
- increase of expenditures by 32%

Main features:

- Drop in budgeted revenues by approx. 15% and in budgeted expenditures by approx. 18%
Done: revenues 637'474 € / expenditures 604'405 €
Budget: revenues 756'000 € / expenditures 743'500 €
- Final result better than budgeted
Done: revenues in excess 34'898 €
Budget: revenues in excess 12'500 €

Revenues:

- Membership: Slight decrease in membership subscriptions due to members that didn't pay on time.
- Sponsorship: Less from Prime Sponsors than budgeted (one paid only after 31st March, fewer new PS than budgeted)
- WTC contribution: Contribution from WTC 2013 has been the highest ever since and better than budgeted.
- Committees: Positive result of ITA COSUF. Revenues and expenditures of ITAtech in line with budget including DemInar and Industry dinner at WTC 2013

Expenditures:

- Secretariat: Increase by 16% as planned (increase in staff)
- Communication: Expenditures have increased by 16%, close to the budget
- Committees: Less than budgeted for ITA COSUF, ITA-CET and ITAtech
- WG: Less than budgeted as no specific actions were implemented (unlike in 2012).

ITA Fortune	2012-2013	2013-2014
• Capital Fund:	24'044 €	24'044 €
• Accumulated reserve:	264'509 €	301'169 €
• Profit of the year:	60'058 €	34'898 €
• Reserve COSUF:	77'558 €	100'957 €
• TOTAL:	426'171 €	461'068 €

11.2. Approval of the accounts

The report was unanimously approved.

The General Assembly unanimously gave their quitus to the Executive Council and notably to the Treasurer for the financial situation and the management for 2013-2014.

12 – PREPARATION OF THE ELECTION OF EXECUTIVE MEMBERS

The President reminded the name of the only candidate to the position of ExCo Member: Mrs. Anna Sieminska Lewandowska of Poland.

13 – PRESENTATION OF THE NEW STRATEGY

A task force worked during the year to update the vision, the goals and actions for the period 2013-2016. The President Søren Degn Eskesen presented to the General Assembly the status of progress of the new strategy.

A new vision statement has been defined for the Association:

«ITA, the leading international organization promoting the use of underground space through knowledge sharing and application of technology»

From this vision, the mission of ITA is then to “be committed to develop sustainable solutions for increased use of Underground Space that enable the industry to excel with:

- Reliable and Economical Solutions
- Improved Safety
- Environmental Friendly Solutions”

After a SWOT analysis (Strengths, Weaknesses, Opportunities, Threats) completed by the task force,

STRENGTH	WEAKNESS	OPPORTUNITY	THREAT
Global Network – 71 Member Nations	Known inside the industry but not sufficiently outside	Growth of urban development requires more use of underground space	Many competing conferences and organisations
Covering all types of the underground work	Low representation of contractors and clients	Respond to the need of education and training	Lack of youth and middle management involvement
International and unbiased voice	Most of the work is done on voluntary basis	Improve communication	Other organisations seeking for the same resources as ITA

Seven strategic goals have been defined:

1. Goal #1: Consolidate/Activate Member Nations – particularly newly joined Member Nations
2. Goal #2: Improve Communication and Functioning of Working Groups and Committees
3. Goal #3: Expand Industry Relations
4. Goal #4: Encourage knowledge sharing through education and training
5. Goal #5: Create and develop an ITA Young Members Group
6. Goal #6: Promote the use of underground space
7. Goal #7: Improve communication towards Member Nations, industry and public

Strategic Goal 1

Consolidate/Activate Member Nations particularly newly joined Member Nations:

- Consolidate/Activate Member Nations - Actions
 - Consolidate New Member Nations, 10 entered in last 3 years
 - Activate Member Nations
 - Expand in Middle East – 2 New Members
 - Facilitate participation of Member Nations in WTC and General Assembly
 - Facilitate participation of Member Nations in Working Groups

Strategic Goal 2

Improve Communication and Functioning of Working Groups and Committees:

- Working Groups and Committees Actions:
 - Follow up on Working Groups and Committees bi-annual report on status
 - Peer review process of all reports of Working Groups and Committees
 - Request WG and Committee members to act as primary reviewers and facilitate interaction of Working Groups and Committees
 - Reduce response time in review and publication process
 - Establish an acceptance procedure for other communication means produced by committees
 - Survey the Animators for functioning of the Website annually for feedback and improvement

Strategic Goal 3

Expand Industry Relations:

- Industry Related Actions:
 - Develop 4 new Prime Sponsors and 10 new Supporters in the next 2 years, with a long term goal to add 20 new Prime Sponsors and 80 Supporters
 - Networking with Member Nations and invite Prime Sponsors to be involved in ITA endorsed seminars on Member Nations Seminars
 - ITA expert/ExCo participation in specific Prime Sponsors seminars/meetings as speaker or resource person/expert
 - Update Website with Prime Sponsors Corporate project information
 - Closer relationship with Senior Management of Prime Sponsors, ie meetings WTC participation, thank-you, tokens...

Strategic Goal 4

Encourage further knowledge sharing through Education and Training:

- Knowledge Sharing - Actions:
 - Support Member Nations through training and workshops
 - Organize Regional correspondents to ITA-CET
 - Implement e-learning/webinars
 - Create and Develop the University network
 - Improve and expand lecturer and subject database
 - Communication outside and inside of ITA-CET activities

Strategic Goal 5

Create and Develop ITA Young Members Group:

- Young Members - Actions:
 - Create the group ≤ 35 years old
 - Encourage young people to participate in WTC and ITA Working Groups, attractive rates
 - Encourage Participation of younger members in regional Member Nation Events
 - Contribute to the development of students in tunnelling

Strategic Goal 6

Further Promote the Use of Underground Space:

- Promote Use of Underground Space - Actions:
 - Continue relationship with UN ISDR through city resilience program
 - Continue the promotion of underground space with UN Habitat including training
 - Pursue collaboration with sister associations (ISOCARP, ICLEI, IFME)
 - Appoint “ambassadors” of use of underground space in Member Nations
 - Contribute in collaborating with media through a press relation agency
 - Promote use of underground space through videos and other promotional materials

Strategic Goal 7

Improve Communication Towards Member Nations, Industry and Public:

- Communication - Actions:
 - Communication towards Industry, Institutions, Project Stakeholders, Public
 - Raise ITA voice in International Journals and Magazines
 - Work with a press relation agency, JC Giesbert & Associates
 - Improve access and facilities for journalists to WTC
 - Work closely with WTC organizers to promote and communicate the event
 - ITA Press conference at WTC

Implementation

These actions will be analysed and developed after the General Assembly with the collaboration of other ITA stakeholders (WGs, Committees, Member Nations) before being sent to all ITA Members.

The above seven strategic goals and suggested action plans will provide the basis for the Executive Council's work in the period 2014 to 2016.

During the period, the Executive Council will work on the implementation of the strategic plan through the agreed actions.

Membership feedback and involvement will be integral to helping implement these plans.

The Executive Council will follow-up and continue to review the actions performed with a focus on the objectives achieved.

Member Nation UK suggested changing "underground space" to "tunnels and underground space" in the vision statement. The Exco agreed to incorporate this proposal.

The vision motto accepted is then:

«ITA, the leading international organization promoting the use of tunnels and underground space through knowledge sharing and application of technology»

14 - PREPARATION OF THE OTHER DECISIONS OF THE GENERAL ASSEMBLY ON WEDNESDAY

For all these items the Member Nations received complete files together with the notice to the General Assembly.

14.1 Creation of the Young Members Group (ITA YMG)

Following a proposal made in 2013 by the Member Nation UK, the Executive Council set up a task force to work on the creation of a group for Young Members. The Executive Council proposes to introduce it as a new Sub-section in Section VI of ITA By-Laws (see encl. 19) with the following items:

- **Members** are individuals up to and including the age of 35
- Overseen by a steering board made up of a **Chair and a Vice-Chair**, and a representative number of its members elected by the members of the Group. Chair is subject to approval of the General Assembly.
- **Objectives:**
 - Provide a technical networking platform within ITA for young professionals and students
 - Bridge the gap between generations and to network across all experience levels in the industry
 - Awareness of the tunnelling and underground space industry to new generations
 - Provide young professionals and students with a voice in the ITA, including the Working Groups
 - To look after the next generation of tunnelling professionals and to pass on the aims and ideals of the ITA
- **Main activities:**
 - Arrange events for international networking, exchange of experience and technology between young professionals and students
 - Inspire young generation to join and actively participate inside ITA
 - Encourage member nations in establishing domestic YM groups for each individual ITA Member Nation

- **Financing of activities:**

- Executive Council will propose a budget line for organizing the activities of the Group.
- Any contract prepared by the Group will have to be approved and signed by the President or an authorized person

14.2 Modification of membership fees

To take into account the general inflation since 2011 and the increase of activities of the Association, the Executive Council proposes to modify the annual membership fees of the members as follows:

- Member Nations, from 2015 on :

Category I	1 200 EUR	instead of	1 100 EUR
Category II	850 EUR	instead of	775 EUR
Category III	500 EUR	remains unchanged	
- Corporate Affiliate Members, from July 1st, 2014, on:

	850 EUR	instead of	500 EUR
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- Individual Affiliate Members, from July 1st, 2014, on:

	150 EUR	instead of	130 EUR
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Taking into account the new scale of assessments for the apportionment of the expenses of the United Nations (December 2012), it is to note that Belarus changes from category III to category II, United Arab Emirates and Venezuela change from category II to category I, and finally Portugal changes from category I to category II.

14.3 Renewal of the contract of the financial auditor for three years

The Executive Council proposes to renew the contract with the current financial auditor of the ITA, DSK in Switzerland, for a term of three years.

14.4 Presentation of the candidatures for 2017 General Assembly

For the first time the new process as established by the GA in 2013 to be candidate to host the WTC and General Assembly has been applied. The same procedure will be applied for the coming years, meaning that Member Nations candidates have to send a complete file, in accordance with By-Laws by January 10th. Some additional information might be requested in the following weeks. The Executive Council examine the compliance of the candidature with Statutes and By-Laws and send two months ahead of the General Assembly the complete file of the Member Nations which are candidates.

The first part of the General Assembly ended with vivid presentations of the three candidates for the organisation of 2017 General Assembly and the joint WTC: France, Norway and Netherlands.

B – ASSEMBLY ON WEDNESDAY MAY 14, 2014

The President opened the second session of the General Assembly.

He asked the Assembly to pay a tribute to the victims of the collapse that happened in a coal mine in Soma (Turkey) on the day before, by observing a minute of silence.

15 – ELECTION OF THE EXECUTIVE COUNCIL MEMBER

a) Appointment of the scrutineers:

- Erik Eberhardt Delegate from Canada
- Donald Lamont Delegate from United Kingdom

b) Voting delegates :

Present: 46

Votes by correspondence: 3 (Azerbaijan, Iceland, and Israel)

Votes by proxy: 2 (Serbia and Slovenia)

Absolute majority for the first round is: 26

Absolute majority for the second round is: 25 (no vote by correspondence)

It is reminded that an absolute majority is needed to be elected.

c) Result of the election of the additional Executive Members

At the first round, the only candidate for one seat obtained 48 votes. So **Mrs. Anna Sieminska Lewandowska** of Poland was elected as new member of the Executive Council for the term of 2014-2017.

16 – REPORT ON THE OPEN SESSION HELD ON TUESDAY 13 MAY 2014 – TITLE: “UNDERGROUND SPACE AND NATURAL RESOURCES”

The report was presented by Ruth Haug, member of the task force on the Open Session.

On May 13, 2014, during the World Congress of Tunnels (World Tunnel Congress 2014), was the ITA Open Session, organized by the International Association of Tunnels and Underground Space (ITA - International Tunnelling and Underground Space Association). With the theme "Underground Space and Natural Resources", the event was especially focused on the mining industry.

"Mining operations are always very complicated. Ramps and access tunnels, the use of TBMs is becoming standard around the world" recalled Mark Diederichs, Queens University professor in Canada. "There are many opportunities and challenges. Both the industry and the mining tunnels have to adjust and adapt to face these challenges."

"Mining in surface tends to end. As mining is directly connected to financial return, the answers to the challenges that have to be quick.

"The integrated development and complexity of facilities rival any kind of work" said Diederichs. "But it is important to note that tunnel contractors will be in an environment that they do not fully control. It is necessary, therefore, much flexibility to respond to complex challenges. In this way, many special opportunities should arise."

Besides Diederichs, participated in the debate Alexandre Gomes, Member of Executive Committee and Chairman of ITA Chilean Committee of Tunnels and Underground Space, Yann Leblais, President of the French Association of Tunnels and Underground Space and Global Head of Infrastructure Arcadis, Jorge Baraqui Schwarze, Manager of Continuous Mining Codelco, Frode M. Nielsen, President of Leonard Nilsen & Sonner AS (LNS), and Sergio Brito, President of BVP Engineering.

Experts advocated mutual cooperation between tunnelling and mining industries. An arduous task, but it can bring benefits to both parties.

Frode Nilsen, President of Leonard Nilsen & Sonner AS (LNS), a leading Norwegian tunnelling company, argues the same point of view of fellow Canadian. "The mining and tunnelling have to learn from each other. It is essential to cooperate between the two technological knowledge on issues such as organization, geological knowledge, investigative methods, organization and work culture," noted Nielsen.

Sergio Brito spoke about some challenges that must be faced by the Brazilian mining industry. "We need to be more competitive in the copper mines projects. Another challenge, even more difficult is trying to go to underground mining."

As for opportunities for synergy between the two industries, Professor Dietrichs totally agrees. "Mining is a laboratory scale for the behaviour of rocks. And we can learn a lot about the behaviour of processes if we add the two activities."

Though he thinks that the cooperation is important, Jorge Baraqui Schwarze is not optimistic on the fact that this process will change easily. "There is great difficulty in the minds of those working in mines, we need to have a cultural change, revise the contractual relationship, and explore alternatives" he said. "The challenges can be shared in two industries; I believe there is much to do in terms of working together. We can join forces."

Financial factors are also barriers to the exchange of experiences to be done quickly. "The mining industry is very conservative, with specific rules, private clients. The return on investment is the key. Many companies have shares on the Stock Exchange, which is quite different from a civil tunnel, where the targets are anticipated in the market," says Yann Leblais. "We have to go faster and deeper into the underground mining and I see a lot of opportunities to optimize strategies in both areas."

Currently, about 80 % of ore production is derived from open pit mining. A rapid change in this industry is expected over the next 20 or 30 years, due to the decrease in available ore superficial level, the need to preserve the environment and the emergence of new technologies. It is estimated that 50% of the ore production are obtained from underground mining within 20 years.

17 – WORKING GROUPS AND COMMITTEES – REPORTS OF ACTIVITY

During the WTC, all ITA Working Groups met once or twice to make progress in their ongoing activities and study further possible topics.

17.1 - Working Group 2 - Research

Animator: Chungsik Yoo (South Korea), Vice-Animator: Elena Chiriotti (France), Tutor: Eric Leca (France) - Report presented by Chungsik Yoo:

Two meetings were held in Iguassu on May 11st & 12nd, with 19 participants from 11 countries: Austria (1), Belgium (1), Brazil (1), Colombia (1), Korea (1), Spain (1), France (3), Germany (1), Italy (4), Sweden (1), and USA (4).

Agenda

- Review of **on-going activities**
 - Site Investigations
 - Risk Management
 - Fiber Reinforced Tunnel Linings
- Identification of Future Items

Site Investigations

- Review of draft recommendation
- Additional input:
 - UCA document for management of risk
 - Benefit of site investigations for project cost control
- Collection of case histories
- Cooperation with WG3
- Internal review + Review by WG3 by July of 2014
- Final draft: July of 2014 for ExCo review

Risk Management

- Check on status of activity
- Progress update of 2004 ITA Guidelines
- Collection of case histories
- Final draft: mid 2015

Fiber reinforced Cast Concrete for Tunnel Linings

- Presentation of updated draft document
- Incorporation of case histories
- Cooperation with ITAtech
- Peer review of draft document by end of September 2014
- Ask parallel preliminary feedback from ITAtech by end of 2014

Future items

- Recommended practice on tunnel face pressure
- Recommendation on building damage assessment due to tunnelling induced settlement
- Stress measurement and hydraulic fracturing
- Selection criteria for geophysical exploration methods

17.2 - Working Group 3 - Contractual practices

Animator: Arnold Dix (Australia), Vice-Animator: Martin Smith (UK), Tutor: Tarcisio Celestino (Brazil) - Report presented by Alan Hodgkinson, who chaired the meetings of the Group in Iguassu in the absence of the Animator and of the Vice-animator:

Collaboration with FIDIC

- Three liaison people named
- Key sub-surface contractual issues identified
- Issues to be discussed with FIDIC

Geological Baseline Reports

- Outline for document complete
- Group to supply content for each section

Contractual Practices Survey

- Pilot survey completed
- Results being analyzed
- Survey to be refined for final run

17.3 - Working Group 5 – Health and Safety in Works

Animator: Donald Lamont (UK), Vice-Animator: Martin Vogel (Switzerland), Tutor: Ruth Gunlaug Haug (Norway) - Report presented by Donald Lamont:

The Group met twice during WTC 2014. Only seven people from six countries – Brazil, Finland, Germany, India, Norway and UK - attended either one or both meetings. This was a particularly poor attendance for WG5.

The poor attendance has meant the level of scrutiny of the documents reviewed was not as great as I would have wanted and could result in a delay of one year in our work programme.

ITA Report No 14 “Guidelines for the provision of refuge chambers in tunnels under construction” has been published for WTC 2014.

The first major item of work was the revision of ITA Report 10, “Guidelines for good working practice in High Pressure Compressed Air” done jointly with BTS CAWG. WG5 completed its review of the document on Monday afternoon. Timescale to completion requires review of the document by BTS CAWG in May 2014; Peer review by ExCo and final sign off of the document by WG5 and CAWG in November 2014. Publication is planned by WTC 2015.

The second major item of work this year was the drafting of our Guideline on “Safety requirements for vehicles used in tunnelling”. Our timescale for this work is 90% completion and initial peer review before WTC 2015; final review by WG5 at WTC 2015 with publication at WTC 2016.

WG5 noted with concern the absence of H&S from the ITA training course immediately prior to the WTC. WG5 also noted the lack of H&S in recent or forthcoming training courses of a general tunnelling nature run by ITACET. Some courses would be in countries which probably do not have a history of good H&S regulation. WG5 requests ExCo to insist that H&S is included in relevant future training courses.

Because of the poor attendance, we decided to suspend our future work programme beyond completion of the work items currently being progressed.

The Executive Council noted the remark from the Animateur of WG5. The Executive Council is aware that H&S is of prime importance and therefore will ensure that this topic is included in the next training sessions.

17.4 - Working Group 6 – Maintenance and Repair

Animator: Henry A. Russell (USA), Vice-Animator: Rene Van Der Bosch (Netherlands), New Tutor: Tarcisio Celestino (Brazil) - Report presented by Henry Russell:

Attendees: seven nations - Austria, China, Netherlands, Norway, Sweden, Switzerland, United States

Items Discussed:

- Comments on 2014 Fire Resistance for Road tunnels
- Status of Groundwater Control for Operating Tunnels
- Recommendations for establishment of a Working Group for Fire Protection

New Document 2014: “Structural Fire Protection for Road Tunnels” (July 2014).

New Maintenance Document 2013: “Groundwater Control for Operating Tunnels”

- Methodology for inspection
- Methodology for repairs
- Data Management
- Identification of Operator repairs/capabilities
- Details of typical repairs
- Recommendations for reduced maintenance

17.5 - Working Group 9 – Seismic effects

New Animator: Giorgio Piaggio (Chile), New Vice-Animator: Wenge Qiu (China), Tutor: Daniele Peila (Italy) - Report presented by Giorgio Piaggio:

Objectives

- To incorporate key country members (and no members) into the group, for knowledge and information sharing.
- To reactivate worldwide the interest for seismic analysis and design, for rock and soil tunnels.
- To produce state of the art reports for the tunnelling community.

Current countries working in the group: Chile, China, Italy, Japan and Norway. Other countries with extensive seismic experience will be invited to participate.

State of the art reports:

- Currently working in a report about mountain tunnels and its damages due to earthquakes.
 - Mainly focused on Asian experience so far.
 - Introduction of damage classification.
 - Statistical analysis using the data collected.
- Will be extended the scope of the report in order to include a comprehensive database of tunnels with damages due to earthquakes:
 - Geometrical section
 - Geo information (geological context, rock mass quality, overburden)
 - Type of support (bolts, shotcrete, in situ concrete, precast)
 - Earthquake parameters (epicenter, magnitude)
 - Damage identification
- Strong focused on investigation of design and analysis methodologies that countries with seismic experience are currently using:
 - Design earthquakes criteria
 - Ground motion parameters
 - Seismic loading
 - Response analysis
 - Analytical/numerical/dynamic/empirical solutions

We invite all people interested on this important topic to take contact and share their experience and knowledge.

17.6 - Working Group 11 – Immersed and Submerged Floating Tunnels

Animator: Jonathan Baber (UK), Vice-Animator: Eelco van Putten (Netherlands), Tutor: Davorin Kolic (Croatia) - Report presented by Jonathan Baber:

Report from meetings:

- 21 attendees from 6 countries
- Both Sunday and Monday meetings
- Clear plan developed for coming year
- Eight project reports/technical presentations
- Workshop on health and safety aspects

Achievements 2013-2014

- Owner's guide to immersed tunnels:
 - 11 new appendices finalised and submitted for ExCo review.
 - Glossary of terms
 - Closure joints
 - Steel construction
 - Element construction / casting basin
 - Soil conditions
 - Seismic design

- Compaction grouting
- Refurbishment
- Tunnel element alignment
- Tunnel element transportation
- Tunnel element mounted equipment
- 10 further new draft appendices prepared and undergoing review within the WG
- Environmental paper progressed
- Immersed Tunnel Catalogue: agreed searchable index
- Training support du ITACET:
 - Opatija, Croatia seminar June 2013
 - Sao Paulo, November 2014, 2-day training seminar

Plan for 2014-2015

- Environmental paper : Final draft completed by WTC2015
- SFT Owners Guide : First draft completed by WTC2015
- Immersed Tunnel Owners Guide (ITA report no.7):
 - Publication of 2nd Edition 2014
 - Publication of 3rd Edition 2015
 - Publication of 4th (and final) Edition 2015/16
 - 2no. Web based coordination meetings per year

Other objectives

- Searchable catalogue on ITA website
- Greater involvement in the working group from non-European countries.

17.7 - Working Group 12 – Sprayed Concrete Use

Animator: Eivind Grov (Norway), Vice-Animator: Stefan Bernard (Australia), Tutor: Nikolaos Kazilis (Greece) - Report presented by Eivind Grov:

The Group met on Sunday afternoon with an attendance of 27 participants from 17 member nations: Australia, Chile, France, Germany, Italy, Japan, Norway, Russia, South Africa, Switzerland, Thailand, United Kingdom, and USA.

Current Activities, prioritised by the WG

- Fiber-reinforced sprayed concrete
A draft report has been prepared, which will reviewed internally in the WG, to be updated to enable preparation of ITA report
- Mix design and durability
A draft paper has been circulated and to be reviewed by the WG
- Quality control
The initiative came up last year and the WG appointed persons to be dedicated to develop the document
- Permanent sprayed concrete lining
Updating of report published in 2001, allocated persons to update the report

Other issues to work with in the WG

- Coordination and liaison with ITAtech
There is a need to strengthen the coordination with ITAtech and activity groups, this is a responsibility of the Animateur and Vice-Animateur, and will be followed up activity groups leaders;
- Management structure of WG12
A management structure will be prepared by the Animateur and Vice-Animateur to run and operate the WG to enable the desired level of deliverables and production
- Communication architecture
There is a risk that participants in the meetings are not receiving the distributed documents, the Animateur and Vice-Animateur need to establish a architecture that secures comprehensive distribution

17.8 - Working Group 14 – Mechanization of excavation

Animator: Lars Babendererde (Germany), Vice-Animator: Brian Fulcher (USA), Tutor: Rick Lovat (Canada) - Report presented by Lars Babendererde:

21 persons from nine member nations participated in the meeting of the Group.

List of Challenging Projects

From year 2009

1. Shanghai Yangtze Road Tunnel, China
2. Shanghai Shangzhong Road River-crossing, China
3. Shanghai East Fuxing Road Tunnel, China
4. Uetliberg Highway Tunnel, Zürich, Switzerland

From year 2010

5. Trans-Bay Gas Pipeline, Futtsu City, Japan

From year 2011

6. Galleria Sparvo, Castiglione dei Pepoli (BO), Italy
7. Dez to Ghomroud Water Conveyance Project, Long Tunnel Lot 1, Iran

From year 2012

8. Hallandsås Project, Sweden

Developing underground projects while maintaining the tunnelling options

- Common work with WG19 Conventional Tunnelling
- Review of the already elaborated document
- Adjustment of the structure according to discussions in the WGs
- Definition of adjusted milestones
- Aim is to publish a document by ITA 2016

17.9 - Working Group 15 – Underground and Environment

Animator: Jan K. G. Rohde (Norway), New Vice-Animator: Nikolai Bobylev (Russia), New Tutor: Anna Lewandowska (Poland) - Report presented by Jan Rohde:

During the Meeting held on 11th May, 6 members representing 5 nations participated: Austria, Poland, Chinese Taipei, USA, and Norway.

Questionnaires distributed, good response.

Two reports under preparation:

- Handling of excavated material
- Noise and vibrations

Cooperation with **Austria and France** on excavated material

Cooperation with **EFEE** on vibrations from Conventional tunnelling

Proposed Time Schedule Excavated Material:

Preparation of draft report	September 2014
Send to Core WG members	September 2014
Draft Final Report to ExCo	December 2014
Final Report	April 2015

Noise and vibrations to follow closely.

17.10 - Working Group 17 – Long tunnels at great depth

Animator: Gérard Seingre (Switzerland), Vice-Animator: Magali Schivre (France), Tutor: Jinxiu (Jenny) Yan (China) – Report presented by Gérard Seingre:

Two meetings were held in Iguassu with the participation of nine members from eight different countries: Argentina, China, Italy, Korea, Norway, France, USA and Switzerland. Six of the attendees were former members to the WG.

Presentations on projects and review of state of advancement of exiting project :

- Brenner Base Tunnel (Austria / Italy)
- Central Bioceanic Corridor (Argentina and Chile)
- Nant de Drance pumped storage (Switzerland)

The report on “Adits for long and deep tunnels” was published last year in Geneva.

Agreement for a **new report** on the following topic:

- **The use of TBM in long and deep tunnels in difficult rock (Squeezing, Buckling, Faults zone, Rock burst):**

1. Introduction and purpose of the report
2. Definitions of the different phenomena
3. TBM tunneling related consequences

Appendix: constitution of a data base

Definitions of the different phenomena: Spalling / Rockburst / Buckling / Squeezing / Fault zone / High water pressure

Constitution of a data base

Information to other animators:

- WG 14 Mechanised tunnelling
- ITAtech group Excavation

17.11 - Working Group 19 – Conventional Tunnelling

Animator: Heinz Ehrbar (Switzerland), Vice-Animator: Robert Galler (Austria), Tutor: Alexandre Gomes (Chile) - Report presented by Heinz Ehrbar:

On Sunday the group held its meeting with the participation of 14 delegates from nine nations. On Monday the group held a joint meeting with WG 14 “Mechanization of excavation”, intended by 13 delegates from 7 nations.

Goals of the meeting 2014

- Overview on the status of our work
- Discussion of the “Recommendations on the selection of tunnel excavation methods” in cooperation with WG 14
- Organisation of the future activities of WG 19

Basic Document: “Guidelines on the selection of excavation methods” (Vs 2a)

Table of Contents:

Abstract

- 1 Introduction and Summary Page
- 2 Intended Use of this Guideline
- 3 Project Requirements
- 4 Responsibilities for Decisions
- 5 Characteristics of the Tunnelling Methods
- 6 Recommended Analysis of the Decision Making Criteria
- 7 Recommendations
- 8 References and Additional Readings

Result of the discussion within WG 19 (Sunday's meeting)

1. The recommendations should be addressed to **Owner's organisations** not very familiar with tunnelling and **to consultants**.
2. The report should rather show the **complexity of the process** than indicating simple solutions („**no cooking book**“).
3. The report should highlight the **high importance of the decisions** made by the Owner or the Consultants **in the early project phases**. The Owner has to become aware of his high responsibility in this phase.
4. The draft has to be **redesigned**.
5. The report is **important** and has to be of **highest quality**.

Project development phases

Owner's Tasks	Consultant's Tasks	Aims
1. Project definition	0 Analysis of the needs	Needs, objectives and framework defined, solution strategy set
	1 Conceptualization	Clarification of the task (planning basics / inventory of data)
2. Design	2 Feasibility assessment	Proof of concept, cost estimate
	3 Preliminary design	Obtaining public legal planning approval
	4 Final design	Optimized project, ready for tendering and construction Milestones defined , cost calculation
	5 Construction documents	Documents for construction
3. Preparation of the construction	6 Tender documents	Contract model and risk sharing fixed Qualification criteria and award criteria fixed
	7 Assistance in the tender process	
4. Construction	8 Site supervision	Execution in accordance with contractual specifications
5. Completion	9 Documentation	ensure operation Preserve usability and value

Criteria

The report has to analyze the most important project requirements to be considered during the project development and has to give specific recommendations how to deal with in the different phases:

1. Requirements from the ground conditions
2. Costs and Financing
3. Time Schedule
4. Quality / Functionality
5. Work Safety
6. Environmental Aspects
7. Public Acceptance
8. Market Conditions
9. Experiences
10. Processes (design, legal processes)
11. Logistics (accessibility, energy supply, water supply)

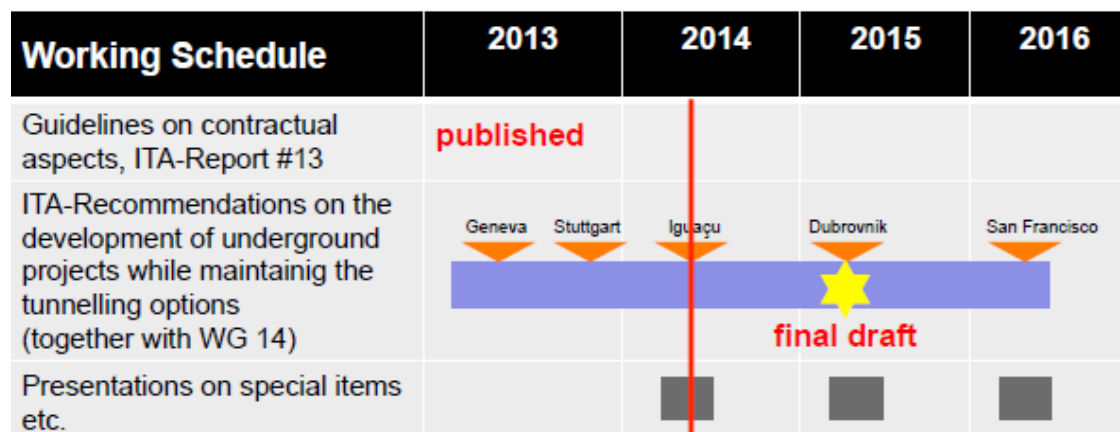
General Approach

		Project development phases			
		Project definition	Design	Preparation of construction	Construction
Criteria	Ground conditions	X	X	X	
	Costs and Financing	X	X	X	
	Time Schedule	X	X	X	
	Quality / Functionality	X	X	X	
	Work Safety	X	X	X	
	Environmental Aspects	X	X	X	
	Public Acceptance	X	X	X	
	Experiences	X	X	X	
	Market Conditions	X	X	X	
	Processes (design, legal processes)	X	X	X	
	Logistics	X	X	X	

Adapted table of contents

1. Summary
2. Introduction
 - 2.1 Intended use of the recommendations
 - 2.2 Description of the project development process
 - 2.3 Description of the main project requirements
3. Owner's Tasks during the Project Development Phases
 - 3.1 Tasks of the project definition phase
 - 3.2 Tasks of the design phase
 - 3.3 Tasks during the preparation of the construction
 - 3.4 Tasks during the construction
4. Conclusions
5. References

Activity schedule



17.12 - Working Group 20 – Urban Problems – Underground Solutions

Animator: Wout Broere (Netherlands), Vice-Animator: Vishaweeet Ahuja (Indonesia), Tutor: In-Mo Lee (South Korea) - Report presented by Wout Broere:

Ten delegates representing eight countries participated in the meeting of the group. They are coming from: The Netherlands, Korea, France, Italy, Australia, Sweden, Turkey and UK.

There were **interactions with itacus**.

Presentation on various projects concerning the **Metro in Sao Paulo**:

- Congestion
- Technical challenges

Highlight the solutions the underground can bring:

- Get more people involved
- Bring it to a wider audience
- Set up a web-based survey and searchable database of urban underground projects

17.13 - Working Group 21 – Life Cycle Asset Management

Animator: Martin Muncke (Austria), Vice-Animator: -, Tutor: Soren Degn Eskesen (Denmark) - Report presented by Martin Muncke:

- 10 colleagues (from AT, DE, DK, IT, JP, NO, SA, SE, US) met here in Iguassu Falls in two meetings to discuss in this new working group.
- The main focus of this WG will be the preparation of guidelines for the owners of tunnels to support the “Life Cycle Asset Management”.
- We had a very good discussion about the different aspects of this work and prepared the structure for a guideline. Important factors are under others the need of maintenance, the financial conditions, social and environmental aspects.
- We discussed also other possible deliverables e.g. checklists or technical descriptions. We will try to prepare a first document for presentation to the ExCo next year in Croatia.
- We had presentations from SA, JP and US with very good inputs for the work.
- Unfortunately the new proposed vice-animateur was not present and the group remitted the election to the next meeting.

17.14 – ITA COSUF Committee – ITA Committee on Operational Safety in Underground Facilities

Chair: Roland Leucker (Germany), New Vice-Chair: Max Wietek (Switzerland), Tutor: Felix Amberg (Switzerland) - Report presented by Roland Leucker.

ITA COSUF didn't meet during WTC 2014. During the year 2013-2014, the committee developed the following actions:

ITA COSUF supporting organisations

ITA COSUF is a committee of ITA also supported by PIARC, the World Road Association. There is a Memorandum of Understanding between PIARC and ITA:

- ITA = supporting organisation
- Co-ordination with PIARC activities
- PIARC represented in COSUF Steering Board
- COSUF represented in PIARC Committee 3.3

Membership

The Committee is open to corporate and individual members; 23 countries from 4 continents are represented.

Strategic positioning

ITA COSUF plays a particular role in underground safety/security:

- Scope: covers all underground facilities
- Membership: authorities, consultants, research, industry, contractors, operators, safety officers, etc.
- Focus: devoted to underground safety/security only

ITA COSUF is unique and should be the platform for communication on operational safety and security underground

Activity groups

Four AG's open to all ITA COSUF members

Two meetings per year at ITA COSUF workshops

- AG 1: Interaction with European and international activities
- AG 2: Regulations and best practice
- AG 3: Research and new findings
- AG 4: Road Tunnel Safety Officers

For more information: cosuf.ita-aites.org

Latest publications

New Guideline: "An Engineering Methodology for Performance-Based Fire Safety Design of Underground Rail Systems". It has been distributed as print-out and is available on the website.

Future publications

"Survey of road tunnel safety regulations":

- version 1.0 available on website
- with links to regulations
- update currently in progress
- planned as next "report"

Public Workshops

One open workshop every year:

4 June 2013 at WTC in Geneva: "Complex Underground Multipurpose Facilities - Safety Challenges and Solutions"

Private Workshops

One private workshop every year (reserved for members and invited persons):

30 Sept. 2013 in Prague: Blanka Tunnel project presentation and site visit

TSO Forum

European Road Tunnel Safety Officers Forum (Luxembourg) on 26-28 March 2014, supported by PIARC & European Commission

Other events endorsed by ITA COSUF

- ISTSS 2014, Marseille, 12-14 March 2014
- International Symposium on Tunnel Safety and Security
- L-SurF Workshop on New Energy Carriers in Tunnels and Underground Facilities

Other work done by ITA COSUF

Review of the updated ITA WG6 draft report on "Structural Fire Protection for road tunnels"

- Check of contents regarding operational topics
- Comments to enhance the quality of the report

Future activities

- Next open workshop: 5 June 2014 in Berlin (Germany) together with General Assembly
- Next private workshop: Autumn 2014 in Copenhagen (DK) (site visit to Metro)

ITA COSUF Award

- 2013 Winner: Enrico Ronchi (28 years old) for his works on Evacuation Modelling in Tunnel Fires
- 2014 Winner: will be announced during workshop in Berlin (June 2014)

ITA COSUF Vice-Chair

The COSUF Steering Board proposed Max Wietek as new vice-chair.
The ITA General Assembly confirmed this proposal.

17.15 – Committee ITA-CET

Chair: Robert Galler (Austria), Vice-Chair: Michel Deffayet (France), Tutor: Daniele Peila (Italy) - Report presented by Robert Galler:

Since last ITA General Assembly, the new organization of ITA-CET has been established:

- New steering board:
Chair: Robert Galler (Austria)
Vice-Chair: Michel Deffayet (France)
AG1 Leader: Michel Deffayet (France)
AG2 Leader: Volker Wetzig (Switzerland)
AG3 Leader: Georg Anagnostou (Switzerland)
AG4 Leader: Fulvio Tonon (USA)
Tutor: Daniele Peila

The new Chair and Vice Chair have been confirmed by the General Assembly
- Other members:
Felix Amberg, ITAtech representative
Roland Leucker, ITA COSUF correspondent
Antonia Cornaro, itacus correspondent
Bai Yun (China)
Secretary General: Claude Bérenguier
Technical Secretary: Berenice Moreau
- Updating of the Committee Members:
29 Universities + 14 Companies involved in training
New members awaited!
- Data Base for lecturers: 115

ITA-CET is in charge of preparing training programmes

Present portfolio, 17 programmes:

- Mechanized Tunnelling
- Conventional Tunnelling
- Sprayed Concrete
- Health and Safety during Construction and Operation
- Risk Management
- Waterproofing
- Management of User Safety
- Immersed Tunnels
- Utility Tunnels in Cities
- Design for Tunnelling
- Monitoring and Control
- Maintenance and Repair

- Numerical Simulation
- Underground Space use
- Innovations in Tunnelling
- Site Investigation

And specific programmes (especially for the WTCs)

New expected topics:

- Environmental impact
- Numerical Simulation
- Long tunnels at great depth (rail tunnels)
- Ground improvement for underground structures
- Contract and project management
- Life Cycle Assessment

To be improved for the training sessions:

- Notepads
- More practical case studies

Programme of the Activity Groups

AG1: Training and Education for ITA Member Nations

- Member nations network
- Review of the training courses
- Set up of the programmes for the new topics

AG2: Training and Education for Professionals

- New contacts to training organizations (TTA Malaysia, CAMPUS SURSEE, Industry)
- Relation to ITAtech (waterproofing, support measures)

AG3: University network

- Questionnaire about the courses offered by the Universities
(at the moment: 17 answers + 12 awaited)

AG4: Development of E-learning and other didactic materials

- Discussion concerning the development of Webinars

Communication

Plan of communication

- Communication strategy accepted: website, newsletters, leaflets...
- Implementation to be studied

One important mean: Website

One important channel: Member Nations network

- Regional meetings at the occasion of some Training sessions organized by the ITACET Foundation

Relationship with ITACET Foundation:

- ITA-CET Committee: programmes and lecturers
- ITACET Foundation: organization with the clients

17.16 – Committee itacus – ITA Committee on underground space

Chair: Han Admiraal (Netherlands), New Vice-Chair: Antonia Cornaro (Switzerland), Tutor: Amanda Elioff (USA) - Report presented by Han Admiraal: (see full report in encl. 20)

The new Vice Chair has been approved by the General Assembly.

It is nearly one year ago since itacus organised the final of three consecutive ITA open sessions. Last year in Geneva we rounded off this series of events, which basically tried to heighten awareness within our own association on underground space in a changing world. It was also meant to bring in people from outside the association and to get their support in our claim that underground space use can help cities cope with the challenges they are facing.

Antonia Cornaro, the Secretary General of itacus, went live on BBC World the day after the WTC2013 closed. Live from inside the UN building in Geneva, she was interviewed by Mishal Husain in her programme impact. The programme has an audience reach of 250 million households. Antonia explained the concept of underground space to this audience.

Last year I told the General Assembly that the essence of what itacus is doing can be described as: “we tell the world about an urban underground future”.

And telling the world is what we have been doing this past year.

I will not sum up all our activities. You can find those in the progress report you have been given. But I do want to highlight some very recent events.

[1] itacus participated in the world urban forum, which was held in April in Medellin in Colombia. This mega event, which was attended by 10,000 people, brings together people from all over the world and from all kinds of organisations and businesses. I was invited to attend a session on urban drainage. During this session, ITA was named as one of the partners in the expert group on urban drainage, set up by UN Habitat. The example of smart kl was given. And ... the five basic principles of urban drainage were revealed including a reference to tunnelling and underground space.

[2] five basic principles on urban drainage approved by the governing council of UN Habitat. Tunnelling and underground space is now becoming part of UN policy. This is only a first step, but it is significant and it does show our work is achieving what we set out to do.

The first weekend of May itacus attended the Abu Dhabi ascent meeting. It was a high level meeting organised by the UN and the United Arab Emirates, as preparation for the climate summit to be held in New York in September this year.

ITA is being challenged to demonstrate what we have been promoting. We have reached the point where we can no longer just say underground space is going to help. People are asking us how, show us, how does it work, what about this, how do you cope with that?

We have to act now and demonstrate to the world what underground space can really do. We need to develop viable concepts that are supported by our global partners. We are challenged to come up with an alliance in September during the climate summit as part of the general assembly of the United Nations and explain what we are going to do.

Itacus working with the other committees needs the prime sponsors and other private sector partners of ITA to do what Unilever, Philips, Accenture and Arcadis are already doing both inside and outside the world urban campaign. The world is rapidly transforming, we need to start transforming in our thinking and in our actions. ITA needs to move forward from telling the world to serving the world. During the meeting in Abu Dhabi someone said: if you want to go quick go alone; if you want to go far go together. So I am happy to announce that the existing MoU between ITA and UN Habitat will be extended to make ITA a supporter of the World Urban Campaign.

ITAtch please do develop concepts that demonstrate the difference we're making. Tell us how storm water tunnels can transport people and produce energy; please tell us how we can prevent or at least drastically reduce pollution at tunnel portals and do tell us how tunnels can become carbon capturing systems.

Join the Conversation

www.itacus.ita-aites.org

itacus@ita-aites.org

#u2fc urban underground future conversation

17.17 – ITAtch Committee

New Chair: Arturo Henniger (Switzerland), Tutor: Rick Lovat (Canada) - Report presented by the past Chair, Daniel Ruckstuhl:

Achievements

ITAtch has published **two reports**:

- Monitoring Frequencies in Urban Tunnelling
- Best practices for Back Fill Grouting

Deminar video on Sprayable Waterproofing Membrane has been released.

All publications are available on the ITA website (comments are welcomed)

Activity Groups

Investigation	Excavation	Support	Lining & Waterproofing	Installation & Interior Works	Monitoring	Rehabilitation
n/a	Mechanized Excavation	Sustainable Sprayed Concrete	Training scheme	n/a	Frequency of Measurement	Best practice
	Flexible Excavation	Fibre Reinforced Concrete Precast Segments			Communication Systems	
		Bolting & Arches			Remote Measurement	
Design						

Activity and Sub-activity Group Leaders

AG Excavation - Lok Home - The Robbins Company

- Sub-AG Mechanised - Lok Home - The Robbins Company
- Sub-AG Flexible Excavation - Juha Kukkonen – Sandvik

AG Support - Gustav Bracher - Sika

- Sub-AG FRCPS – Alun Thomas - Ramboll
- Sub-AG Bolts & Arches - Karl Boehm - Dywidag-systems
- Sub-AG Sustainable Sprayed Concrete - Lars Hage – BASF

AG Lining & Waterproofing – Ross Dimmock - Normet

AG Monitoring - Felix Amberg - Amberg

- Sub-AG Frequency of Measurements - Eric Gastine – ITMsoil
- Sub-AG Communication Systems - Klaus Rabensteiner -Geodata
- Sub-AG Remote Measurements Olivier Schneider - Amberg

AG Rehabilitation - Enrico Dal Negro - Mapei

AG Design - Martin Knights - CH2MHill

Organization

- ITAtech proposes a new Chair: Arturo Henniger from Implenia (CH). The new Chair has been confirmed by the General Assembly.
- Steering board augmented with new PS participation from Atlas Copco, Herrenknecht, Implenia and Sandvik

Expected reports from ITAtech

- Fibre Reinforced Concrete Precast Segments
- Specification for new – rebuild – used tunnel equipment
- Training scheme for application of sprayable waterproofing membrane

The President thanked Daniel Ruckshuhl for his enthusiastic and motivated work in getting the ITAtech committee mobilised and inaugurated.

18 – APPOINTMENT OF THE AUDITOR OF THE CONFORMITY OF THE ACTIONS OF THE EXECUTIVE COUNCIL

The Member Nation Romania proposed Sorin Calinescu as auditor; no other candidates.

The General Assembly unanimously confirmed the choice of S. CALINESCU for the year 2014.

19 – DECISION CONCERNING THE CREATION OF THE YOUNG MEMBERS GROUP (ITA YMG)

The general Assembly unanimously approved the creation of the Young Members Group (ITA YMG)

20 – DECISION CONCERNING MEMBERSHIP FEES

The general Assembly unanimously approved the motion concerning the membership fees.

21 – DECISION CONCERNING THE RENEWAL OF THE CONTRACT OF THE FINANCIAL AUDITOR FOR THREE YEARS

The renewal of the contract of the financial auditor for three years was unanimously accepted by the Member Nations present or represented.

22 – PREPARATION OF THE GENERAL ASSEMBLIES 2015 AND 2016

22.1 – Assembly 2015

Davorin Kolic presented the progress of the preparation of the Congress 2015 in Dubrovnik (Croatia); this presentation gave rise to a remark from Switzerland who asked the Executive Council to tightly follow up the progress of this file as it seems already now to be behind schedule.

22.2 - Assembly 2016

Mike Smithson presented the progress of the preparation of the Congress 2016 in San Francisco (USA); this presentation did not give rise to any remarks from the Member Nations.

23 – APPROBATION OF THE BUDGET FOR 2014-2015

The budget for 2014-2015 (encl. 21), sent to the members with the invitation to the General Assembly, was presented and commented by the Treasurer. It shows a stabilization of revenues and an increase of expenditures by 5% compared to the figures of the present year. At the end the budget forecast a deficit of 13 500€.

The General Assembly unanimously approved the budget for 2014-2015.

24 – DRAFT BUDGET 2015-2016

The draft budget for 2015-2016 (encl. 21) also sent with the invitation to the General Assembly, was shortly commented by the Treasurer. It shows an increase in revenues and in expenditures of 12% and forecast a positive result of 32 400€.

25 - CHOICE OF THE PLACE FOR THE GENERAL ASSEMBLY 2017

- a) The same **scrutineers** as for item 15 are appointed:
- Erik Eberhardt Delegate from Canada
 - Donald Lamont Delegate from United Kingdom

b) **Voting delegates:**

Present: 47

Votes by correspondence: 3 (Azerbaijan, Iceland, and Israel)

Votes by proxy: 2 (Serbia and Slovenia)

Absolute majority for the first round is: 27

It is reminded that an absolute majority is needed to be elected.

c) The votes gave following **results:**

	1 st round
France	23
Norway	27
Netherlands	2

Norway will organize the Congress and the General Assembly of the Member Nations in May 2017 in Bergen.

26 – OTHER BUSINESS

At the request of Han Admiraal, the Assembly decided that ITA should to use from now on the designations “Chair” and “Vice-Chair” instead of “Chairman” and “Vice-Chairman”, avoiding so confusion when the title is used for a woman. This proposal is agreed by the General Assembly and will be implemented in the Statutes and By-laws in the next change.

27 – CLOSING ADDRESS

The President Søren Degn Eskesen declared the 40th General Assembly officially closed.

The President

The Executive Director

Soren Degn Eskesen

Olivier Vion