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## **1<sup>th</sup> Meeting of Road Safety Task Force (RSA TF) and Informal Meeting of Road Safety Working Group (RS WG)**

Tirana, January 29<sup>th</sup>, 2009

**Present:**

### **RSA TF Members:**

- Nenad Nikolic, Transport Planning Manager, SEETO - Chairman of RSA TF,
- Besnik Petrela, Lawyer, Ministry of Public Works, Transport and Telecommunication, Albania,
- Valben Mustafa, Adviser, Ministry of Transport and Communications, the former Yugoslav Republic of Macedonia,
- Miroslav Masic, Adviser for Road Transport, Ministry of Transport, Maritime Affairs and Telecommunications, Montenegro
- Demir Hadzic, Head of Road Safety Department, Ministry of Infrastructure, Serbia
- Rame Qupeva, Director of Road Infrastructure Department, Ministry of Transport and Communications, Kosovo (under UNSCR 1244/99)

### **RSA TF Deputy Members**

- Snezana Mastilovic, Senior Expert Associate for Infrastructure, Rehabilitation and Database Updating, Ministry of Communications and Transport, Bosnia and Herzegovina

### **The Project (RWR/RSA Project)**

- Lutz Pfeiffer, Senior Road Safety Auditing Expert, RWR/RSA Project
- Marina Blazevic, Project Administrator, RWR/RSA Project

### **Apologies for absence from**

- Kemal Karkin, Head of Project Implementation Unit, Ministry of Communications and Transport, Bosnia and Herzegovina,
- Drazan Antolovic, Directorate of Strategic Infrastructure Objects, Ministry of Sea, Transport and Infrastructure, Croatia,
- Vjekoslav Bolanca, Directorate for Road Traffic, Ministry of Sea, Transport and Infrastructure, Croatia,
- Kiril Karkalasev, Agency for State Roads, the former Yugoslav Republic of Macedonia.

The background documents referred to in these minutes were sent in advance and hardcopies were distributed to all participants.

### **Introduction and welcome (Presentation of the RS WG and RSA TF members)**

The Chairman opened 1<sup>st</sup> RSA TF Meeting and Informal meeting for RS WG, said that it is obvious that Regional cooperation is necessary and welcomed all attendants. Mr. Nikolic asked all representatives to introduce themselves.

He explained that presence of the most members of WG and TF in Tirana raised the idea to have Informal meeting of RS WG besides 1<sup>st</sup> RSA TF meeting.

Mr. Nikolic presented SEETO network, their background, role, stakeholders and timeframe. Role of Steering Committee, Working Group, Task Forces and National Coordinators were explained in detail as well as the objectives of each stakeholder. Information about RWR/RSA Project role is delivered to Participants.

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## **Item 1. Presentation of Terms of Reference for Road Safety Working Group**

The Chairman presented ToR for RS WG (adopted by SC) which includes explanations of RS WG tasks, activities and mandates. Mandate of WG is not time limited. He also briefly explained participation (Chairman from EC DG TREN, 7 Participants and SEETO). He suggested that one of seven Participants can be appointed as co-chairman. Other experts can come to make presentations on topics that concern RS WG. Two meetings of RS WG per year are proposed.

Participants agreed about the importance of RS WG role in the future.

### Conclusion

- *RS WG could play important role in regional cooperation;*
- *Contacts with EC DG TREN should intensified more.*

## **Item 2. Presentation of Terms of Reference for Road Safety Audit Task Force**

The Chairman presented ToR for RSA TF. He said that members of TF should be same as in WG and from Ministries of Transport and Road Authorities. TF's are chaired by SEETO and TF observers are from EC DG TREN and WB. The Tasks of TF (monitoring and decision making of deliverables and reports through discussion and comments sent) were presented to the meeting.

The Chairman pointed out that Mr. Petrela gave good comments for Progress report. Mr. Pfeiffer said that in next days it will be good to receive more comments which will be taken in consideration and that from EC there were no received comments yet.

Mr. Mustafa asked if the Project intends to provide certificates and to whom. Mr. Pfeiffer said that RSA certification can be provided only after specific training courses and this is not included in ToR. The Test Pilot Project for Auditing which will be carried out in every Participant considers a combination of short training and actual RS auditing.

Mr. Qupeva asked if is it possible to combine RSA TF meeting with SC meeting. The Chairman said that next SC meeting will be at the end of the February and the idea will be discussed with RWR/RSA Project.

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### **Item 3. Progress Report no. 1 – Support for Implementing Measures for South East Core Regional Transport Network, Multi Annual Plan 2008-2012**

Mr. Pfeiffer presented RWR/RSA Project, its tasks (assisting the implementation of soft measures in RSA, RWR and BC) and communication network (which include EC and SEETO) as well as the Project Team and Project time plan. On the subject of Project Activities, Mr. Pfeiffer presented the activities that were carried out (analysis of local conditions, legal framework, and traffic data of SEETO Participants) and the activities for months ahead such as:

- Regional RS Strategy - a proposal will be made next month,
- RS Agreement to make RSA Mandatory - next month will be made a draft proposal,
- Draft of RSA Manual - by the end of March,
- RSA Pilots - it will connect RS Auditors with local experts. This will be one of the topics on next WS and before that it will be good to give comments in order to finalize RSA Manual (next RS WS is planned on week April 27<sup>th</sup>- May 1<sup>st</sup> and all Participants will be informed on time).

Mr. Pfeiffer also presented the Project achievements and pointed out that all deliverables, reports, activities and missions were done according to the schedule. All submitted reports are approved, except Progress Report which is still open.

The Chairman stressed out that it is important to read deliverables and give comments to SEETO and RWR/RSA Project in order to improve deliverables.

Mr. Petrela said that it is good that Progress report is understandable and useful to all Participants. Mr. Pfeiffer commented that report includes a lot of numbers and it is important that SEETO Participants should be so kind to check data again (Participants were advised if in disagreement to send corrected data in written way to the Project).

Mr. Qupeva said that he is pleased with what has been done so far and that soon he will have report from WB regarding road safety which is very important by his opinion.

Mr. Mustafa thanked for the organization and hosting of RS WS, WG and TF meeting. RWR/RSA Consultants are doing very good work. He stated that data collection is very important, but complex task for each Participant (supporting the development and data collection).

Mrs. Mastilovic commented the way of preparing Progress Report suggesting that RSA part and RWR part should be done on the same way (Mission reports from the railway component are available as Annex but not the mission reports from RSA component). Chairman commented that RWR analysis has Annex in report and that RSA analysis is more complex. It was agreed on the meeting that this will be taken in consideration. Mrs. Mastilovic also said that Bosnia and Herzegovina is a State not Republic and that it should be changed in the report. It was agreed that correction will be made.

Mr. Masic said that he has small technical suggestion which he will send by email.

Mr. Hadzic proposed how to improve main results of SWOT analysis by choosing main areas (education, legalization, infrastructure...) and present them at Regional level. Mr. Pfeiffer commented that it is not possible to mark and evaluate the stages of considered areas for short period of time, but that a Regional SWOT will be prepared. Mr. Hadzic also said that education capacity of all SEETO Participants should be analyzed better. Mr. Pfeiffer answered that Education capacity topic is established in Questionnaire, but some of Participants did not provide those data.

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The Consultant will implement the mentioned comments in the revised edition of the 1<sup>st</sup> Progress Report, which will be issued after the similar TF meeting concerning the railways will take place in Belgrade on February 27<sup>th</sup>.

Mr. Pfeiffer presented to the meeting next Project steps such as:

- Making of Draft law and regulations to make RSA/RSI mandatory in the Core Network (to give comments by the end of June and discuss on RS WS in September);
- Draft Regional RS Strategy;
- Providing draft Manual for RSA and RSI (to give also comments by the end of June and discuss on RS WS in September, later we will add examples from pilot project); the Consultant will deliver an additional document about how to prepare and train Auditors
- In period May-June to visit Participants due to Pilot RSA for 2 days each (one day for analyzing drawings and documents, second day for preparing a report). Recommendation is to nominate no more than 8 persons in order to have effective and efficient training. It was announced that by the end of February each Participant should make proposals for the road section for inspection and which road design project should be audited;
- Draft Regional RSA Agreement and Action plan - as time frame with Agreement for implementation period in the final stage of project (project phase 3).

#### **Item 4. Conclusion and AOB**

The Chairman thanked to all attendants for participation and said that exchange of opinions and comments are very useful to all as well as collection of information about RS WG, TF and RWR/RSA Project. He thanked to RWR/RSA Project and Albanian hosts for excellent organization.

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