

Data collection report MAP 2011-15

Introduction

One of the longest and most important processes in preparation of SEETO Multi Annual Plan every year is traffic and infrastructure data collection. All Regional Participants are involved in data collection for seven transport modes, Road Safety, Border Crossing and priority projects. A notification to National Coordinators for starting the campaign process is sent in April every year, with all details, supporting files and questionnaires template which are afterwards spread in respective institutions and key users. SEETO staff is providing for the necessary support all the time during the process by every day contact with the National coordinators.

Also, throughout the years, several trainings are done from key users to national coordinators for the way of filling the questionnaires. Data sent by National coordinators are submitted in database (MS Access) after which, with the help of the SEETIS system, the needed analysis are produced. During the process, further clarifications are asked, in order to have correct and accurate information before the data is finally confirmed and validated.

Data Collection Process - MAP 2011-15

Starting from the notification in April 2010, two data collection deadlines are foreseen. The first was 30.06.2010 for the preparation of the first draft of MAP 2011-15. By this time it was supposed that all data are submitted in SEETO secretariat in order to have enough time in preparation of tables, analysis, reports, graphs and maps based on these data. The second deadline was the mid of September and is used for further clarification and confirmation of submitted data.

For this year, it is evident that the delay in submission of data to the SEETO Secretariat is substantial comparing to the previous years. Some of the data are received well beyond the first deadline (at the beginning of August), and some of the data have not been submitted even after this extended date (showed in Fig.1.), which has significantly delayed the whole process and can seriously affect the quality and description of the analysis.

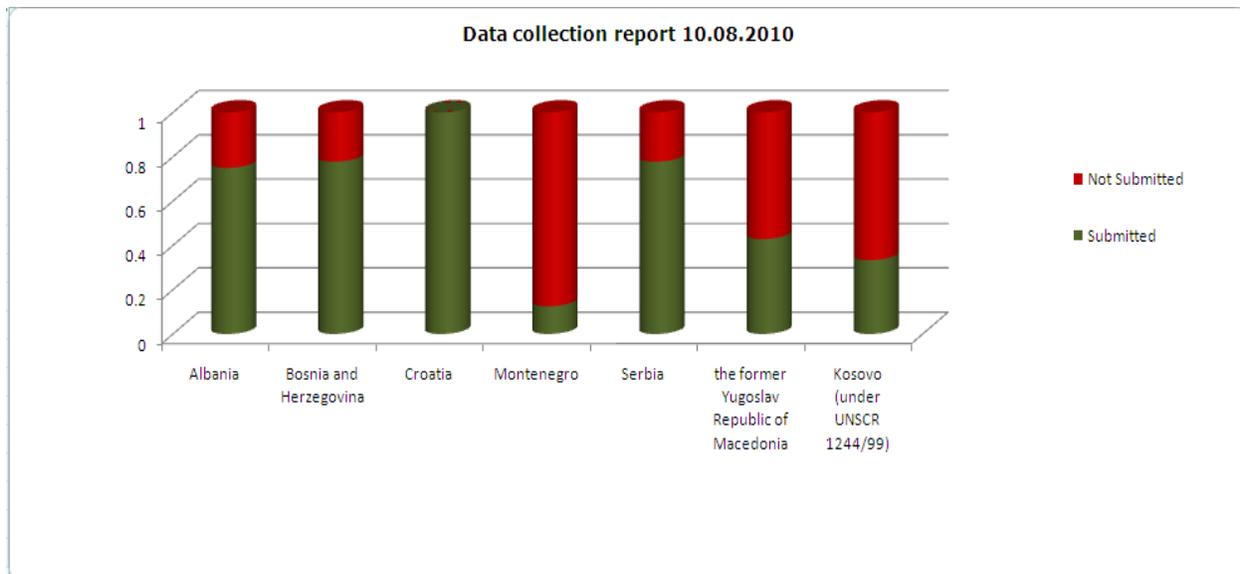


Fig.1

In addition and what is more worrying is the fact that data collection and submission by the National Coordinators are finished at the end of September, and that this is hardly affecting preparatory work on the MAP Final Draft. Although this is the sixth year since the beginning of the data collection rolling process and therefore, higher volume of data is expected to be collected, in contrary the issue has worsened and in 2010, it can be reported that only 70% of overall requested data from all Regional Participants has been collected and submitted till deadline for preparation of the MAP First Draft. This imposes a big impediment to one of the main aims of the MoU - maintaining an accurate Core Network inventory of data and jeopardizes the quality of the Multi-Annual Plan.

Proposals to Steering Committee on Data Collection Activities for MAP 2012-16

In order to come up with solutions, this report gives several proposals and raises some questions that need to be discussed by the SC and NC in order to improve the process in year 2011.

1. Re-checking the methodology of collecting data. According to the National Coordinators' and key users' assessments on the obstacles and difficulties experienced during the data collection process, SEETO should evaluate if there is a need to modify some of the questionnaires and requested data records. It will be part of the inputs for traffic data collection within the future soft measure for Harmonisation of the data collection mechanism. It is planned to organize several workshops in cooperation with TAIEX, where representatives of EUROSTAT, TEN-T Agency, etc. will share their experience in data collection with Regional Participants. Furthermore, preparatory work on development a harmonised SEETO methodology for data collection, as well as trainings for the users will be done.
2. Visits of SEETO staff, notably the Transport Planning Manager and Information Resources Manager to Regional Participants. This will enable better communication between the National coordinators and key users on one hand, and SEETO on the other, as well as on-the-spot demonstration of the system and on-the spot collection of data. It will also help SEETO to establish good network with the users and to get

clearer picture how the system operates in the Regional Participants. This will lead to conclusions whether the difficulties during the data collection process arise from objective nature or they are rather due to ineffective coordination. SEETO Secretariat will provide the Steering Committee with Plan of visits. All details of the visits will be communicated by the SEETO Secretariat in advance and it is expected that they will be organised in joint coordination with the National Coordinators and SC members in order to cover all involved institutions within the Regional Participants.

3. Training of the key users and showing the data effects, as well as training for the new updated SEETIS. Taking into account the previously said visits and checks, SEETO will issue some useful written guidelines to the Participants with clarifications on how to improve the system and in addition it will organise in-house training for the National coordinators and key users once the updated SEETIS application is ready. In this way, they will have a very useful and convenient tool in their daily work. (One training session, as well as one NC meeting are already envisaged in the Action plan for 2011). The results of the on-spot visits, as well as the recommendations will be discussed with the SC in order to raise the awareness of the importance of the process.
4. Sharing best practises and exchange of views among the Regional Participants. Having in mind that some Participants, like Croatia have completed the data collection process without many difficulties, it is useful if presentation and exchange of views is done during the NC meeting.
5. Personal accountability of the National coordinators. Given that the NC tasks are crucial for implementation of the MoU, their tasks are clearly stated in a document that is adopted by the SC. If all abovementioned items have been undertaken, but afterwards there is still lack of data or other deficiencies along the data collection process arise, SEETO will inform the Steering Committee and ask to take the necessary measures for on-time data collection. The modalities of those measures should be decided by the Steering Committee. For these purposes, written procedure should be established within SEETO and should be approved by the Steering Committee.