

---

## **Agenda Item 1 Activity Report 2013**

---

### **Fiscal Year 2013 (1 Apr 2013 – 31 Mar 2014)**

#### **I. Research Activities**

1. Established and issued the Gyropress (rotary cut press-in) Design/Construction Manual.
2. Published the 3rd IPA research proceedings titled “Press-in Engineering 2013,” and distributed it to the Japan National Diet Library as well as to related academic/research associations and universities.

#### **II. International Workshop Activities**

1. Held the 6th IPA Press-in Engineering Seminar, the 2nd young researchers’ workshop, and the first foreign researchers’ seminar in Kochi in July 2013.

- 1-1. The 6<sup>th</sup> IPA press-in engineering seminar at the Sunpia Chres, Kochi, from 13:30 to 17:15 on 9 July 2013. Some 240 people including foreign students from a total of 12 different countries attended the following lectures:

*Lecture 1: Results of Cambridge - Giken joint research and possible application to press-in construction site*

*S. Haigh                  Cambridge University*

*Y. Ishihara                Giken Ltd.*

*Lecture 2: Long-term flood measures for the Nankai Earthquake*

*T. Nonomura              City of Kochi*

*Lecture 3: Applications of press-in piling in South-East Asian countries*

*T.L. Goh                  Atsunew Giken Pte Ltd.*

*Lecture 4: Applications of press-in piling in Japan*

*Y. Kimura                 Giken Ltd.*

- 1-2. The 2<sup>nd</sup> young researchers’ workshop at the Kochi corporate office of the Giken Ltd. from 08:30 to 11:00 on 10 July 2013. 40 people from 6 universities in 9 countries participated, and contributed to international development of the press-in technology, presenting the following short talks:

*Topic 1: Applications of press-in technology and implant structures to disaster prevention, and fundamental understanding of necessary role of IPA*

*K. Ishii                     Giken Ltd.*

*Topic 2: Press-in method by cyclic loading*

*F.B. D'Arezzo Cambridge University*

*Topic 3: Pile penetration experiment and numerical analysis*

*T. Kimura Tokyo University*

*Topic 4: Numerical analysis and experiment of dynamic loading tests on open-tip piles*

*P.T. Le Kanazawa University*

*Topic 5: Experiment on lateral loading of pile foundation*

*Y.S. Umsever Kanazawa University*

*Topic 6: Study on the effect of steel sheet pile reinforced breakwater against Tsunami*

*R. Mizuno Tokyo Univ. of Science*

*Topic 7: Effect of press-in piling on underground pile buried in soft clay in Shanghai*

*X. Li Tongji University*

- 1-3. The first foreign researchers' seminar at the Kochi corporate office of the Giken Ltd. from 13:00 to 16:10 on 10 July 2013. 24 people attended from four countries. Inviting researchers and engineers from the Asian countries where a new foreign market is expected, researches into press-in technology were discussed on the following topics:

*Topic 1: Fundamental understanding necessary for the promotion of IPA activities in Asia*

*K. Ishii Giken Ltd.*

*Topic 2: Proposal of concrete research themes*

*T. Nozaki Giken Ltd.*

*Topic 3: Past, present and future of press-in technology promotion in Singapore*

*T.L. Goh Atsunew Giken Pte Ltd.*

*Topic 4: Research proposal and recognition of press-in technology in Singapore*

*C. F. Leung National Univ. of Singapore*

*Topic 5: Insight into static press-in piling in China*

*F.L. Peng Tongji University*

*Topic 6: On the acceptance of press-in technology at the local government level in Malaysia*

*N.A. Yusoff Univ Tun Hussein Malaysia*

2. Prepared for the 5<sup>th</sup> IPA International Workshop in 2014

Drs. Matsumoto, Okumura and Ishii visited Viet Nam from 26 November to 6 December, 2013 to consider an appropriate venue, possible site visit, and workshop programmes.

### 3. Reinforcement of industry-academia-government collaboration

3-1 Exchanged information with ASCE, DFI, ICSMFE, Society of Chinese Civil Engineers, Society of Shanghai Civil Engineers and so forth.

Dr. Okumura visited Shanghai on 17 – 21 July 2013 for an ACUUS conference, giving a seminar and exchanging information.

Dr. Okumura attended an evaluation meeting by international experts in Qingdao on 23 to 25 November, 2013 on underground space use in Qingdao prepared by Tongji University.

3-2 Reinforced mutual relationships with Tongji University, National University of Singapore, University of Tun Hussein of Malaysia, Viet Nam National University - Ho Chi Minh University of Technology (HCMUT), and Ho Chi Minh City University of Architecture (UAH)

## III. Committee Activities

### 1. Annual General Assembly

Annual General Assembly 2013 was held by e-mail on 1st through 19th April 2013 and everybody agreed with the following four agenda:

Agendum 1: Activity report 2012;

Agendum 2: Income and expenditure report 2012 & auditor's report;

Agendum 3: Activity plan 2013; and

Agendum 4: Budget 2013

### 2. Executive Board Meeting

Executive Board Meeting 2013 was held by e-mail on 28<sup>th</sup> January to 4<sup>th</sup> February 2014, and the following agenda were approved.

Agendum 1: Modified budget 2013; and

Agendum 2: Report on new members 2013

### 3. Research Committees

The 1<sup>st</sup> Research Committee meeting was held on 30<sup>th</sup> January, 2014, and recommended themes for the 5<sup>th</sup> IPA research grant award were discussed.

### 4. Public Relations Committee

Reinforcement of the IPA website, creation of new websites for IPA members, enhancement of presentation tools, and public relations activities like press release were actively carried out.

## **IV. Public Relations**

### 1. Updating the IPA Website.

1-1. Added and updated articles on the IPA Website for the activities and publications.

1-2. A new website was created and activated for IPA members only/

### 2. Lectures

On 6th June 2013, Secretary General Dr Okumura lectured “The latest IPA activities” at the JPA General Assembly.

### 3. Press release

Released occasionally the results of the 4<sup>th</sup> IPA International Workshop, the workshop’s reporting events and researches to the press.

## **V. Service for IPA Members**

### 1. Recruiting New Members

IPA Promotion Team from the Giken Ltd. supported to recruit new Individual and Corporate Members.

As of 31st March 2014: Total of Individual member: 481

Total of Corporate member: 26

## Agenda Item 2 Income and Expenditure Account 2013

### Fiscal Year 2013 (1 Apr 2013 – 31 Mar 2014)

(Unit: Japanese Yen)

Accounting Title	Revised Budget	Actual	Difference	Note
<b>I Operating Activity</b>				
<b>1 Operating Income</b>				
① Entry Fee				
Corporate Member's Entry Fee	100,000	0	(100,000)	
② Membership Subscription				
Individual Member's Annual Fee	4,550,000	4,511,586	(38,414)	452 Individuals
Corporate Member's Annual Fee	3,000,000	2,857,016	(142,984)	29 Lots
③ Donation				
Donation	3,000,000	3,000,000	0	IPC Rent Expense from Giken
④ Miscellaneous Income				
Interest	2,000	1,353	(647)	
Miscellaneous revenues	0	0	0	
<b>Total Operating Income</b>	<b>10,652,000</b>	<b>10,369,955</b>	<b>(282,045)</b>	
<b>2 Operating Expenditure</b>				
① Project Expenditure				
4th IPA Research Grants	500,000	472,558	(27,442)	send to 1 group
Prepare for 5th IPA International Workshop	300,000	856,876	556,876	3 per. 2 times
Investigation current status press-in technology in Vietnam	0	420,160	420,160	2 Univ.
Publishing Press-in Engineering 2013	859,248	859,248	0	
Reward for Reviewing Committee Members	10,000	10,000	0	A paper*2per.
Support for 4th IPA Research Grant Winners	100,000	8,930	(91,070)	
Reward for Research Committee Members	100,000	15,000	(85,000)	
Issue Committee of Gyopress Method Guide	400,000	565,296	165,296	
Issue Committee of Press-in Method Guide	100,000	0	(100,000)	
Issue Committee of Soil Property Estimation Guide	0	0	0	
6th IPA Press-in Engineering Seminar	871,598	871,598	0	Kochi
Support for Site Monitoring	500,000	519,401	19,401	Shanghai , Qingdao
② Management and General				
Revision of IPA Website	140,000	133,350	(6,650)	
Making Membership Cards	10,000	0	(10,000)	
Printing Envelops and Covering Letters	120,000	27,830	(92,170)	
Translation fee	0	0	0	
International and Domestic Postage Expense	200,000	187,852	(12,148)	
Communication Expense	110,000	95,420	(14,580)	
Rent Expense	3,000,000	3,000,000	0	
Office Supplies Expense	400,000	556,139	156,139	Purchased Books and Banners
Commission Expense	50,000	46,422	(3,578)	
③ Domestic Travel Expense				
Secretariat	150,000	171,850	21,850	
Research Committee Members (include Social Meeting)	200,000	214,171	14,171	
④ Expense for Branch Activity				
<b>Total Operating Expenditure</b>	<b>8,120,846</b>	<b>9,032,101</b>	<b>911,255</b>	
<b>Surplus / (Deficit) of Income over Expenditure</b>	<b>2,531,154</b>	<b>1,337,854</b>	<b>(1,193,300)</b>	

Accounting Title	Revised Budget	Actual	Difference	Note
<b>II Investment</b>				
<b>1 Investment</b>				
① Fixed Deposit	2,000,000	0	2,000,000	
<b>Total Investment</b>	2,000,000	0	2,000,000	
<b>1 Investment</b>				
① Fixed Assets				
Fixed Deposit	5,000,000	0	5,000,000	
<b>Total Investment</b>	5,000,000	0	5,000,000	
<b>Surplus / (Deficit) of Investment Activity</b>	(3,000,000)	0	(3,000,000)	
<b>III Contingency Expense</b>				
Contingency Fund	30,000	26,559	(3,441)	
Research Contingency Fund	0	0	0	
<b>Surplus / (Deficit) of the Current Year</b>	(498,846)	1,311,295	(1,189,859)	
<b>Balance brought from the Previous Year</b>	820,958	820,958	0	
<b>Balance carried forward to the Next Year</b>	322,112	2,132,253	(1,810,141)	

監査の結果、重要な点において適正に表示しているものと認める。

2014年 4月 18日

監事

石井一喜 印

監事

Almy Hyle 印

In our opinion, the above statement of accounts are presented fairly in all material respects.

April 18, 2014,

Auditor

K. Ishii

Auditor

Almy Hyle 印

---

## **Agenda Item 1 Activity Plan 2014**

---

### **Fiscal Year 2014 (1 Apr 2014 – 31 Mar 2015)**

#### **I. Research Activities**

1. Establish and issue a technical specification on Press-in Construction Method.
2. Implement the Gyro Press (rotary press-in) Design/Construction specification.
  - 2-1. IPA and JPA will jointly hold the lecture of Implement the Gyro Press (rotary press-in) Design/Construction specification.
3. Authorise the ground information prediction method with the PPT (Pile Penetration Test).
4. Give positive supports to Individual and Corporate members in in-situ measurement programmes.
5. Call for research proposals for the 5<sup>th</sup> IPA research grant awards.

Wed. 9 Apr, 2014	Start of official invitation of research proposals
Mon. 30 Jun	Deadline of research proposal submission
Mon 8 Sept	End of proposal evaluation
Tue 9 Sept	Notification to grant award recipients
Thru 4 & Fri 5 Dec	Award presentations at the 5 <sup>th</sup> IPA International Workshop
6. Support the 5<sup>th</sup> IPA grant award recipients' research work
  - 6-1. Appointment of press-in technology experts as technical advisors to support the grant award recipients' researches.
  - 6-2. Assistance to reflect the request of practical needs from the corporate members in the IPA researches.
7. Assist the 4<sup>th</sup> IPA grant award recipients to write their technical papers

Mon 1 Sept, 2014	Deadline of the submission of research abstracts
Tue 30 Sept	Deadline of the full paper submission
Mon 1 Dec	End of proofreading of submitted papers
Mon 2 Feb, 2015	Deadline of submission of corrected papers
8. Edit "Press-in Engineering 2015," the proceedings of the 5<sup>th</sup> IPA International Workshop in Ho Chi Minh, and prepare for publication
9. Promote press-in technology and run its educational campaign
  - 9-1. Report meeting of the international workshops, press-in engineering seminars, and presentations of research results

## **II . International Conference Activities**

1. Hold the 5<sup>th</sup> IPA International Workshop on 3 – 5 December, 2014 in Ho Chi Minh City, Viet Nam.  
Important preparations and workshop contents are as follows:
  - 1-1. Consideration and preparation of the workshop venue, programme, and field trip to a nearby press-in construction site.
  - 1-2. Delivery of lectures on the state-of-the-art press-in technology and construction records, and those on the promotion of the press-in technology in Viet Nam.
  - 1-3. Presentation of the 5<sup>th</sup> IPA grant awards, and the announcement of major research plans.
  - 1-4. Presentation of major research results by the 4<sup>th</sup> IPA grand award recipients.
2. Hold a press-in engineering seminar, young researchers' workshop, and foreign researchers' seminar in July 2014 in Kochi.
  - 2-1. Contribution to the global promotion of the press-in technology, and to the mutual exchange of the ideas among young researchers from Cambridge University, Tokyo University, Tokyo Institute of Technology, Kanazawa University and so on.
  - 2-2. Invitation of researchers and engineers to IPC and IPA's press-in related events from the countries where a new market is expected to grow
3. Prepare for the 6<sup>th</sup> IPA International Workshop in 2016.
  - 3-1. Consideration of the workshop venue, site visit tour, and programme.
4. Enhance industry-government-academia collaboration
  - 4-1. Exchange of technical and scientific information with ASCE, DFI, Chinese Society of Civil Engineers, Shanghai Society of Civil Engineers, and so on.
  - 4-2. Strengthening network with Tongji University in Shanghai, National University of Singapore, Universiti Tun Hussein Onn Malaysia, and so forth.

## **III . Committee Activities**

1. Enhance the Administrative Committee activities to reinforce the IPA's financial situation.
2. Assist to enhance in-situ measurement techniques related to the press-in construction method.
  - 2-1. Increasing the numbers of the Measurement subcommittee and the Machine subcommittee members to create more activities. Researches focused on the visualisation of underground information, for example analyzing the field measurement data.
3. Develop a technical specification on Press-in Construction Method.
  - 3-1. Foundation of a development committee, and establishment of the technical specification.
4. Advance research collaboration among industry, government and academia in the research committee.
5. Advance public relations activities by the public relations committee.



#### **IV. Public Relations Activities**

1. Promote press-in technology actively towards domestic and international clients, and assist to reflect the promotional activities onto ordering specifications.
2. Announce upcoming press-in technology related events such as workshops and seminars in newspapers and technical magazines at appropriate times, and present research results.
3. Give lectures to introduce the IPA activities in events such as the JPA General Assembly.
4. Update webpage in a timely manner with renewed contents. Enrich the members-only websites for more effective use.

#### **V. Member Services**

1. Actively recruit new IPA members, especially new corporate members. In cooperation with the JCA, recruit new corporate members, making use of JPA events.
2. Provide IPA members with more service, making the most of the IPC (International Press-in Centre) located in Shinagawa, Japan.
3. Actively support domestic and international Individual and Corporate members, this year especially in Asian countries/cities, such as Viet Nam, Thailand, Singapore, Malaysia, and Shanghai.

## Agenda Item 4 Budget 2014

**Fiscal Year 2014(1 Apr 2014-31 Mar 2015)**

(Unit: Japanese Yen)

Accounting Title	Actual 2013	Budget 2014	Difference	Note
<b>I Operating Activity</b>				
<b>1 Operating Income</b>				
① Entry Fee				
Corporate Member's Entry Fee	0	300,000	300,000	3 Companies
② Membership Subscription				
Individual Member's Annual Fee	4,511,586	4,600,000	88,414	460 Individuals
Corporate Member's Annual Fee	2,857,016	3,100,000	242,984	31 Lots
③ Donation				
Donation	3,000,000	3,120,000	120,000	IPC Rent Expense from Giken
④ Miscellaneous Income				
Interest	1,353	1,500	147	
Miscellaneous revenues	0	4,000,000	4,000,000	
<b>Total Operating Income</b>	<b>10,369,955</b>	<b>15,121,500</b>	<b>4,751,545</b>	
<b>2 Operating Expenditure</b>				
① Project Expenditure				
Reward for Reviewing Committee Members	10,000	0	(10,000)	
4th IPA Research Grants	472,558	0	(472,558)	
Support for 4th IPA Research Grant Winners	8,930	0	(8,930)	
Reward for Reviewing Committee Members	0	70,000	70,000	
Prepare for 5th IPA International Workshop	856,876	500,000	(356,876)	
Investigation current status press-in technology in Vietnam	420,160	0	(420,160)	
5th IPA International Workshop	0	4,500,000	4,500,000	
Report meeting of 5th IPA International Workshop	0	300,000	300,000	
5th IPA Research Grants	0	5,000,000	5,000,000	
Support for 5th IPA Research Grant Winners	0	200,000	200,000	
Reward for Selection Committee Members	0	48,000	48,000	8 groups *2per.
6th IPA Press-in Engineering Seminar	871,598	0	(871,598)	Kochi
7th IPA Press-in Engineering Seminar	0	800,000	800,000	Kochi
Reward for Research Committee Members	15,000	130,000	115,000	
Issue Committee of the Gyropress manual	565,296	0	(565,296)	
The lecture of [the Gyropress manual ]	0	30,000	30,000	
Issue Committee of [ the Press-in technology manual]	0	100,000	100,000	
Issue Committee of [Soil Property Estimation manual]	0	50,000	50,000	
Publishing [Press-in Engineering 2013]	859,248	0	(859,248)	
Publishing [the Gyropress manual ]	0	1,350,000	1,350,000	
Publishing [Press-in technology manual ]	0	1,000,000	1,000,000	
Support for Site Monitoring	519,401	250,000	(269,401)	
② Management and General				
Revision of IPA Website	133,350	150,000	16,650	
Making Membership Cards	0	10,000	10,000	
Printing Envelops and Covering Letters	27,830	30,000	2,170	
Translation fee	0	0	0	
International and Domestic Postage Expense	187,852	200,000	12,148	
Communication Expense	95,420	100,000	4,580	
Rent Expense	3,000,000	3,120,000	120,000	
Office Supplies Expense	556,139	300,000	(256,139)	
Commission Expense	46,422	300,000	253,578	
③ Domestic Travel Expense				
Secretariat	171,850	200,000	28,150	
Research Committee Members (include Social Meeting)	214,171	200,000	(14,171)	
<b>Total Operating Expenditure</b>	<b>9,032,101</b>	<b>18,938,000</b>	<b>(9,905,899)</b>	
<b>Surplus / (Deficit) of Income over Expenditure</b>	<b>1,337,854</b>	<b>(3,816,500)</b>	<b>(2,478,646)</b>	

Accounting Title	Actual 2013	Budget 2014	Difference	Note
<b>II Investment</b>				
<b>1 Investment</b>				
① Fixed Deposit	2,000,000	2,000,000	0	
<b>Total Investment</b>	2,000,000	2,000,000	0	
<b>1 Investment</b>				
① Fixed Assets				
Fixed Deposit	0	0	0	
<b>Total Investment</b>	0	0	0	
<b>Surplus / (Deficit) of Investment Activity</b>	2,000,000	2,000,000	0	
<b>III Contingency Expense</b>				
Contingency Fund	26,559	30,000	(3,441)	
Research Contingency Fund	0	0	0	
<b>Surplus / (Deficit) of the Current Year</b>	(498,846)	(1,846,500)	1,347,654	
<b>Balance brought from the Previous Year</b>	820,958	2,132,253	(1,311,295)	
<b>Balance carried forward to the Next Year</b>	2,132,253	285,753	1,846,500	