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## Agenda 1: Activity Report 2017

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### Fiscal Year 2017 (1 Apr 2017 – 31 Mar 2018)

#### Introduction

The fiscal year 2017 was a successful year for IPA in many aspects. The followings outline the activities in the fiscal year 2017.

#### 1. Forming and developing the international network

##### A) Quarterly publication of IPA Newsletter.

The publication of IPA, launched September 2016, has successfully continued and the following issues were published on time and distributed to all the IPA members during the fiscal year 2017.

Vol.2, No.2	June 2017	27 pages
Vol.2, No.3	September 2017	22 pages
Vol.2, No.4	December 2017	28 pages
Vol.3, No.1	March 2018	36 pages

IPA Newsletter was also distributed to all the participants of the Seminar on Press-in technology described in 2, B, (2). The current total number of distribution amounts to 2,300. The bounded Newsletter was also published in a form of book with hardcover, compiling previous 6 issues in February 2018.

##### B) Periodic convening of the Press-in seminars, symposiums and conferences

###### a. The Press-in Engineering Seminar:

The Press-in Engineering Seminar has been held every year since 2010, and the 10<sup>th</sup> Press-in Engineering Seminar was held in July 2017, with 280 participants from 11 countries. The key contents of the Seminar were reported in the Newsletter Vol. 2, Issue 3.

###### b. TC Symposiums and Seminars:

The Seminar on Steel Sheet Pile organized by the Technical Committee 3 (TC3 - Chaired by Prof. Otani) was held in Ho Chi Minh City University of Technology, in Ho Chi Minh City, with 52 participants. The key contents of the seminar were reported in the Newsletter Vol.2, Issue 4.

###### c. International Conference (ICPE):

The first International Conference on Press-in Engineering has been planned to be held in September, 2018, in Kochi, Japan. The organizing committee chaired by the IPA president consists of the Science division and the General affair division and met twice during the fiscal year 2017 for the preparation of the conference. Nearly 100 abstracts have been accepted. Review process is in progress.

Funding has been committed from four organizations (International Science Exchange Fund of Japan Society of Civil Engineers, The Kajima Foundation, The Maeda Engineering Foundation and Kochi Visitors and Convention Association). Supporting has also been received from 28 organizations, including International Society for Soil Mechanics and Geotechnical Engineering, Asian Civil Engineering Coordinating Council, Japan Society of Civil Engineering, and Japanese Geotechnical Society.

## C) Periodic interaction with other organizations in various countries and expanding IPA network

### a. South-East Asia

The President and the Secretary General had a series of meeting with the President of South-East Asian Geotechnical Society in Bangkok, the President of Philippine Institute of Civil Engineers and the President of Philippines Geotechnical Society in Manila, in February 2018, to improve the awareness of Press-in Technology in these regions.

### b. USA

The President also had a meeting with some secretariat staff of Deep Foundation Institute on the occasion of International Foundations Conference and Equipment Exhibition (IFCEE 2018) held in Orland, Florida, US, in March 2018 and discussed possible collaboration in the future. The bounded Newsletter was distributed to all the participants attended in a session where the presentation on Press-in Engineering was given, as was reported in the Newsletter Vol.3, Issue 1.

### c. China

The President and the Secretary General had a meeting with the President of Chinese Geotechnical Society in Beijing, in March 2018.

### d. Japan

The joint technical meetings have been conducted with the Japan Press-in Association (JPA) and both organizations confirmed to continue collaborative activities.

## 2. Contribution to society by progressing researches and practices

### A) Enhancement of research activities by various Technical Committees

Three Technical committee have been established during the fiscal year 2017.

#### TC-1: "Application of Self Retaining Tubular Pile Wall to Hard Ground"

Chair: Dr. Jiro Takemura / Tokyo Institute of Technology

Members: 14 members from 12 organizations

Activities: Seven meetings were held and as the outputs, technical papers were submitted to the annual meeting of Japanese Geotechnical Society (JGS) as well as to ICPE.

#### TC-2: "Estimation of Subsurface Information from Data Obtained during Press-in Piling"

Chair: Dr. Osamu Kusakabe / the President of IPA

Members: 9 members from 6 organizations

Activities: Two electric meetings were held and as the outputs a technical material was finalized, and some technical papers were submitted to JGS and ICPE.

The technical material finalized by this technical committee was in Japanese with the title of "**Technical material on the use of piling data in the Press-in Method, I . Estimation of subsurface information**" and was published by IPA. With the finalization of this material, the activity of this committee was terminated. English translation of the material will be conducted by a new technical committee established in 2018.

#### TC-3: "Expansion of Applicability and Assessment of Seismic Performance of PFS (Partial Floating Sheet-pile) Method"

Chair: Dr. Jun Otani / Kumamoto University  
Members: 24 members from 20 organizations  
Activities: Nine meetings were held. As the outputs, TC-3 organized a symposium (see, 1, B), b) and technical papers were submitted to JGS and ICPE.

**B) Global dissemination of the Press-in Method utilizing the Press-in manual and/or Handbook which were published in last two fiscal years.**

(1) Multilingualization of the Handbook has been in progress. Current situations are as follows.

1) Chinese version

(a) Translation of English Handbook into Chinese was completed by the team of the Hong Kong University of Science and Technology (HKUST) led by Dr. Zhang Limin.

(b) "China Architecture and Building Press – CABP" was appointed as a possible publisher in China and the proposed contract with terms and conditions are being discussed. Target to publish the Chinese version is the end of 2018.

(c) Review works will be carried out under the supervision by the geotechnical group in Tsinghou University.

2) French version

(a) Test translation for approximately 70 pages was completed by a Professional conference interpreter/translator.

(b) Technical proof reading was conducted by Prof. Mounir Bouassida, University of Tunis El Manar.

3) Other languages (Russian proposal)

(a) Prof. Michael Doubrovsky, IPA Director, has made an offer for translation into Russian.

(2) Seminar on the Press-in Technology at Maya Hotel Kuala Lumpur in Malaysia was held on 1st November 2017 with 7 lectures and 80 participants. The event was reported in the Newsletter Vo.2, Issue 4. Following the Press-in Seminar on the Press-in Technology, an arrangement by an IPA director and Secretary General were made to offer a special presentation about PFS method to the group of engineers from the Publics Works Department in Malaysia. One of the engineers was a member of the Local Organizing Committee of the Seminar.

(3) The first draft for an introductory book was completed.

**3. Contribution to society with human resource development**

A) Conducting consecutive research and educational programs through Technical Committees' activities with participation of young researchers and engineers.

Ten (10) young researchers and engineers were appointed as members of three Technical Committees and were encouraged to be engaged in particular roles such as conducting numerical analysis, centrifuge testing, collecting case histories and so on.

B) Soliciting young researchers and engineer's participation in the editing process of technological books and papers with respect to the Press-in technology.

Five (5) young researchers and engineers were appointed as members of Publicity Committee and were engaged in editing processes of IPA Newsletters, Case History Volume and Handbook.

- C) Forming international network for upbringing of young researchers and engineers throughout the world.

Abstracts for ICPE 2018, Kochi were collected from 13 countries. This will provide an opportunity of international networking in ICPE in the fiscal year 2018.

IPA the overseas Seminar on Press-in Technology in Malaysia as well as TC meetings with international members in Kochi in July allowed young researchers and engineers to communicate and form a network among them.

- D) Driving collaboration activities with the Japan Press-in Association (JPA) for viable study or research work.

Two meetings were held for possible research collaboration.

#### **4. Functional operation**

Development of the organized IPA administration with an appropriate resolution level and process.

##### **1) General assembly**

The General assembly was held during 6<sup>th</sup> June through 21<sup>st</sup> June 2017, approving the revised Constitutions, new board members together with the activity report of the fiscal year 2016 and the activity plan for the fiscal year 2017.

##### **2) Board of Directors meeting**

The Board of Directors members meeting was held on 20<sup>th</sup> July 2017, approving the Vice presidents, and the chairpersons of the standing committees and discussing the activity plan for the fiscal year 2017. By-laws and Regulations were discussed and approved with taking some comments.

##### **3) Steering Committee**

The Steering Committee consists of the President, all the chairpersons of the Standing Committee and the Secretary General. There were three meetings on 25<sup>th</sup> May, 23<sup>rd</sup> October 2017 and 28<sup>th</sup> March 2018 in the fiscal year 2017. The main agenda of the meetings includes the operation of the Standing Committees, the progress of research activities, the preparation of the proposed Seminars on Press-in technology and the First International Conference on Press-in Engineering (ICPE) to be held in September 2018.

##### **4) Standing Committee**

IPA has five Standing Committees; Research Committee, Award Committee, Development Committee, Publicity Committee and Administration Committee. Chairs and Co-chair of the five committees were nominated by the President and approved by the Board of Directors meeting held on 20<sup>th</sup> July. Since then, the President has communicated with each Committee Chair and Co-chair about the Terms of Reference, membership and activity plan for the fiscal year 2017-18. Attachment – 1, as material for the 5<sup>th</sup> Steering Committee meeting, lists the members and terms of reference for the standing committee.

#### **5. Organizational operation**

Improvement of the organizational management system was made with respect to the followings:

- A) Conducting direct management by the full-time assignment of IPA President

IPA President has conducted close management over the planned activities for 2017 as day-to-day basis.

B) Development of Human resources to the IPA Secretariat with continuous securement

A new staff has been assigned to the IPA Secretariat since July 2017 and the Secretariat has continued to develop human resources to implement more efficient management.

C) Introduction of the independent accounting system for an effective operation on financial management

Four independent accounts have been set-up under the main IPA account to manage ICPE and 3 Technical Committees and IPA Secretariat appointed the accounting firm to properly control consolidated financials

## 6. Others

A) Re-construction of IPA web-site

To improve the power of dissemination of IPA information and also to improve the services for the IPA members, the re-construction of IPA web-site was made, and the renewed web-site was released on 25<sup>th</sup> April 2018, which enables to:

- (1) apply for membership (Individual & Student Member) with on-line payment system for membership due.
- (2) apply for registration to Conferences, Seminars and events organized by IPA include on-line payment system.
- (3) apply for purchasing PDF data of publication with on-line payment system.
- (4) vote in the General Assembly on IPA Membership Site. (under construction and will be available for the General Assembly 2018)
- (5) browse and download technical documents, terminologies and others on IPA Membership site.

B) Membership

Numbers of membership as of 31<sup>st</sup> March 2018

Individual members: 609 [ Last year 575 (+34 increased) ]

Corporate members: 48 [ Last year 43 (+5 increased) ]

## Activity reports of Standing committees

28<sup>th</sup> March 2018

### Members and Terms of Reference for the Standing Committees

#### (1) Research Committee

Chair	Dr. Tatsunori Matsumoto	IPA Director
Co-Chair	Dr. Stuart Haigh	IPA Director
Members	Dr. Jiro Takemura	IPA Director
	Dr. Osamu Kusakabe	IPA Director, President
	Dr. Jun Otani	IPA Director
	Dr. Michael Doubrovsky	IPA Director
	Mr. Yukihiro Ishihara	IPA Director
	Dr. C F Leung	IPA Director, Vice President
	Dr. David White	IPA Director, Vice President
	Dr. Kenneth Gavin	IPA Director
	Dr. Taro Uchimura	IPA Director

#### Terms of reference:

1. Identify relevant research subjects with consideration of Academia-Industry fusion
  - (a) *Some research subjects have been proposed and analyzed for possible establishment of new Technical Committees.*
  - (b) *Joint Committee meeting with JPA have been conducted several times to nail-down possible collaborative subjects.*
2. Form research groups to each research subject as a new Technical Committee  
*Three Technical Committees (TC1/TC2/TC3) were organized and have continued research activities.*
3. Coordinate Technical Committees for steady research activities, and encourage TCs for publishing research outcomes and/or holding a symposium  
*TC2 published "Technical material on the use of piling data in the Press-in Method I. Estimation of subsurface information" (in Japanese) in November 2017.*
4. Allocate and manage the research budget for activities of Technical Committees  
*The budget for administrative expenses has been allocated to each Technical Committee at the beginning of 2017 fiscal year and appointed the administrators to manage them.*
5. Encourage and support Technical Committees to apply for outside research funds available  
*Each Technical Committee obtained research fund.*  
*Note: Brief oral explanation will be given in the meeting.*
6. Gather case histories for publishing Case History Volume
  - (a) *Request to obtain cases was made to the IPA Corporate members as well as to JPA members.*
  - (b) *Approximately 15 papers as case histories are being submitted for ICPE.*

7. Plan and organize Kochi seminar in 2019

*This action has not been commenced yet.*

**Research activities during the fiscal year of 2017:**

1. Coordinate and support the activities of on-going three Technical Committees

**TC-1: “Application of Self Retaining Tubular Pile Wall to Hard Ground”**

Chair: Assoc. Prof. Jiro Takemura / Tokyo Institute of Technology

No. of members: 14 (fourteen)

Agenda in the fiscal year of 2017

September February: Centrifuge test, Literature review (mainly on socketed piles)

March Write up an annual report

**TC-2: “Estimation of Subsurface Information from Data Obtained during Press-in Piling”**

Chair: Dr. Osamu Kusakabe / the President of IPA

No. of members: 9 (nine)

Agenda in the fiscal year of 2017

September Modify the technical material

October Publish the technical material

**TC-3: “Expansion of Applicability and Assessment of Seismic Performance of PFS Method”**

Chair: Prof. Dr. Jun Otani / Kumamoto University

No. of Members: 24 (twenty-four)

Agenda in the fiscal year of 2017

September February: Collection of site data, Centrifuge test, Numerical analysis, Review of current design method

March Write up an annual report

2. Discuss suggested research topics; their feasibilities and possible research fund raising from industries.
3. Collect case histories of press-in piles and edit the first case history volume to be published in 2018.
4. Collect data of performance of press-in piles, including planning of possible loading tests in collaboration with Japan Press-in Association and other industries.

## (2) Awards Committee

Chair	Dr. Masaaki Terashi	IPA Director
Co-Chair	Dr. Andrew McNamara	IPA Director
Members	Dr. Masayuki Koda	IPA Director
	Dr. Rodrigo Salgado	IPA Director
	Dr. Limin Zhang	IPA Director, Vice President
	Dr. Kenichi Soga	IPA Director, Vice President
	Dr. Koichi Maekawa	IPA Director

Additional members may be appointed in due course for the selection of awardee.

- a) ICPE Organizing Committee Liaison (for ICPE Best Paper Award)
- b) Research Committee Liaison
- c) Publicity Committee Liaison
- d) JPA (Japan Press-in Association) Liaison

### **Terms of reference:**

#### 1. Identify effective Awards Scheme for IPA

*Award Scheme is drafted by the Chair and being discussed among committee members and the basic framework was agreed with some comments. It plans to be finalized early April.*

*Proposed Scheme is categorized in four (4) areas as 1. Outstanding Project, 2. Innovative technology, 3. Distinguished Research work and 4. Life-long contribution to Press-in Engineering.*

#### 2. Establish Best Paper Award for International Conference of Press-in Engineering (ICPE)

*This action will be conducted in due course.*

#### 3. Select ICPE Best Paper (working with ICPE Organizing Committee)

*This action will be conducted in due course.*

### **Activities during the fiscal year of 2017:**

#### 1. Preparing *Draft IPA Awards Scheme*:

- Discuss several awards to recognize and honor the achievements and contributions of individuals, teams and companies/organizations in the field of Press-in Engineering. IPA Awards may include but not limited to the award given to Completion of Outstanding Project, Development of Innovative Technology, Distinguished Research work, and life-long contribution to Press-in Engineering.
- Prepare *Draft IPA Award Scheme* which will contain Eligibility, Selection Criteria, Selection Process, Anonymous Selection Committee for each Award.
- *Draft* will be submitted to the Board of Directors Meeting for approval after the review/modification by the Executive Committee.

#### 2. Planning **ICPE 2018 Best Paper Award** (working with the Organizing Committee.)

#### 3. Establish Anonymous Selection Committee for **ICPE 2018 Best Paper Award** and select awardee (working with the Organizing Committee.)

#### 4. Preliminary discussion on the Honorary Title Grant Procedure



### (3) Publicity Committee

Chair	Mr. Yukihiro Ishihara	IPA Director
Co-Chair	Dr. Michael Doubrovsky	IPA Director
Members	Dr. Azizi Yusoff	IPA Director
	Mr. Hiroyuki Yasuoka	IPA Director
	Mr. Kazuyoshi Ishii	Secretary General
	Mr. Masafumi Yamaguchi	Secretariat
	Mr. Mitsuhiro Okada	(GIKEN)
	Ms. Nanase Ogawa	(GIKEN)
	Ms. Tomoko Miyanohara	(GIKEN)
	Ms. Hongjuan He	Secretariat
	Mr. Guozhu Chen	(GIKEN, China)
	Dr. Pastsakorn Kittiyodom	(GFE, Thailand)

#### **Terms of reference:**

1. Increase IPA Membership working with Administration Committee  
*Individual Member: increased by 32 (from 575 to 607)*  
*Corporate Member: increased by 5 (from 43 to 48)*
2. Publish IPA newsletter and its compact edition (IPA magazine)  
*(a) IPA Newsletters have been published every 3 months period without delay.*  
*(b) Bind-up edition with 6 volumes was published in March 2018.*
3. Maintain and update IPA website  
*(a) New website framework as “Phase I” was completed in October 2017 and contents have been continually implemented. On-line payment system is introduced so that the payment for seminar registrations and IPA membership applications with a credit card are available. The “Phase II” has commenced for voting to the General Assembly and it should be available for the next General Assembly.*  
*(b) These continual activities have conducted together with Administration Committee.*
4. Work with Research Committee for publishing and disseminating research outcomes and Case History Volume  
*Collaboration with JPA has commenced and Research Committee to gather case histories.*
5. Develop a long-term plan for IPA publication, including multilingualization of the handbook  
*(a) Translation of Handbook in English to Chinese by the team of the Hong Kong University of Science and Technology (HKUST) lead by Dr. Zhang Limin was completed.*  
*(b) “China Architecture and Building Press – CABP” was appointed as a publisher in China and the proposed contract with terms and conditions are being discussed. Target to publish the Chinese version is the end of 2018.*  
*(c) Over-all strategy for multilingualization of a Handbook and the implementation of its contents was discussed and confirmed in 22<sup>nd</sup> January. Working group has commenced the necessary actions, e.g. inventory of Figures, Tables, Illustrations, Pictures and etc.*

### **Activities during the fiscal year of 2017:**

1. Planning for increasing IPA membership (working with Administration Committee)

Dissemination of IPA leaflets:

- October (Symposium @Vietnam)
- November (Seminar @Malaysia)
- March (Seminar @Thailand)

Planning for increasing the advantage of being an IPA member: to be planned in October-December

Direct meeting with potential companies: to be planned in October

2. Planning for the publication of IPA magazine (working with Editorial Board)

Publish 1<sup>st</sup> IPA compact edition of IPA newsletter in 2016-2017: January

Planning for the 2<sup>nd</sup> IPA compact edition to be planned in March

3. Assisting the regular publication of IPA newsletter

Collection of information: continuously

Edit and publication: September, December and March

4. Assisting the maintenance and improvement of IPA Website (working with Administration Committee)

Renewal of Website: September

Update of old contents: by the end of March

Update of latest information: continuously

5. Publishing a case history volume

Collecting the cases: up to March (in line with ICPE paper collection)

Editing: Fiscal year of 2018 (April)

Publication: Fiscal year of 2018 (July)

6. Update and translation of Handbook

Update (modification of addendum II): September - November

Preparing a compact version for translation: December - March

Translation into French: Fiscal year of 2018

Translation into Chinese: Fiscal year of 2018

#### (4) Development Committee

Chair	Dr. Jun Otani	IPA Director
Co-Chair	Dr. Jiro Takemura	IPA Director
Members	Dr. Peter Cali	IPA Director
	Mr. Yukihiro Ishihara	IPA Director
	Dr. Dang Dang Tung	IPA Director
	Dr. Nor Azizi Bin Yusoff	IPA Director
	Dr. Shinji Taenaka	TC member (NSSMC)
	Dr. Kiyonobu Kasama	TC member (Kyushu Univ.)
	Mr. Tsunenobu Nozaki	(GIKEN)
	Dr. Pastsakorn Kittiyodom,	TC member (GFE, Thai)
	Dr. Ittichai Boonsiri	(GFE, Thai)
	Dr. Wang Guixuan	(Dalian Univ.)

#### Terms of reference:

- Plan and organize seminars, symposia and lecture tours
  - The seminar on Steel sheet pile was held in Ho Chi Minh City University of Technology on 25<sup>th</sup> October 2017 with 4 lectures and 52 participants organized by TC3 and the event reported in the Newsletter Vo.2, Issue 4 (Dr. Jun Otani, Dr. Dang Dang Tung, Dr. Shinji Taenaka, and Mr. Yukihiro Ishihara)*
  - Seminar on the Press-in Engineering in Malaysia was held on 1<sup>st</sup> November 2017 with 7 lectures and 80 participants. The event reported in the Newsletter Vo.2, No.4 (Dr. Nor Azizi Bin Yusoff)*

*Note: Followings are plans for 2018-2019*

- Seminar in Bangkok to be held in mid-May. (Dr. Jiro Takemura, Dr. Pastsakorn Kittiyodom, Dr. Ittichai Boonsiri, Mr. Tsunenobu Nozaki)*
  - Seminar in Philippines to be held in April. (Mr. Tsunenobu Nozaki)*
  - Seminar in Vietnam (Dr. Dang Dang Tung) to be held in October*
- Assist the organizing committee for ICPE
 

*Abstracts from TC1 for 5 nos., TC2 for 2 nos. and TC3 for 6 nos. were submitted.*
  - Support on the TC activities (TC-1 and TC-3) for the development of new techniques on piles and sheet-piles
 

*TC1: Two times of Committee meetings were held on 12<sup>th</sup> April and 21<sup>st</sup> July.*

*TC2: A report on “**Technical material on the use of piling data in the Press-in Method I. Estimation of subsurface information**” was published in November 2017.*

*TC3: Four times of Committee meetings were held on 17<sup>th</sup> May, 14<sup>th</sup> June, 6<sup>th</sup> July and 21<sup>st</sup> July.*

*A seminar was organized by TC3 in Ho Chi Minh in October 2017.*
  - Utilize the Handbook at any chances of meeting and seminars
 

*A handbook on the Press-in retaining structures was utilized as a text book at the seminars*

*in Malaysia and Vietnam and they will be utilized in the coming seminars as well.*

5. To plan and assist possible Handbook seminars to be held in Bangkok and Hanoi in 2018  
*Refer No.1 above.*
6. To study the feasibility to have a Handbook seminar in US and China in the future
  - (a) A preliminary discussion was made for the seminar in China.*
  - (b) No discussion has been made for the seminar in USA yet.*

**Action plan for 2017:**

1. To have seminar in Vietnam (HCM City) on Oct.25 (tentative)
2. To submit abstracts (at least 5papers from TC-1 and TC-3) and propose the organized sessions under TC-1 and TC-3
3. To enhance the TC meetings (TC-1 and TC3)
4. To plan the 2nd ICPE 2020
5. To plan and assist possible Handbook seminars to be held in Bangkok and Hanoi in 2018
6. To study the feasibility to have a Handbook seminar in US and China in the future

## (5) Administration Committee

Chair	Dr. Osamu Kusakabe	IPA Director, President
Co-Chair	Mr. Kazuyoshi Ishii	Secretary General
Members	Dr. Yoshiaki Kikuchi	IPA Director
	Dr. Fang-Le Peng	IPA Director
	Mr. Hiroyuki Yasuoka	IPA Director
	Mr. Masafumi Yamaguchi	Secretariat
	Ms. Mutsumi Minami	Secretariat
	Ms. Hongjuan He	Secretariat
	Ms. Rie Takeuchi	(GIKEN)

### **Terms of reference:**

1. Maintain Constitution, Bylaws and Regulations
  - (a) *Constitution was approved in the General Assembly held in June 2017.*
  - (b) *Bylaws and Regulations in conjunction with Constitution were drafted and presented in the Board of Directors meeting held on 20<sup>th</sup> July for discussions and comments. Those were amended with received comments, then approved by all Directors in November 2017.*
2. Manage the general assembly and the board member meetings
  - (a) *The General Assembly was held for the period of 30<sup>th</sup> May and 22<sup>nd</sup> June and achieved a quorum, then all six (6) Agendas were approved.*
  - (b) *The Board of Directors meeting was held on 20<sup>th</sup> July 2017 in Kochi prior to the 10<sup>th</sup> IPA Press-in Seminar.*
3. Assist Research Committee and Award Committee on administrative activities
  - (a) *Organized three (3) Technical Committees, TC1/TC2/TC3.*
  - (b) *Organized three times of collaboration meetings between Research Committee and Japan Press-in Association (JPA) to segregate research themes.*
  - (c) *Assist ICPE Scientific working group on translation of submitted papers.*
4. Assist Publicity Committee to organize various activities on scheduling and coordination
  - (a) *IPA Newsletters have been issued every three-month period without delay.*
  - (b) *Bind-up version of IPA Newsletter was issued in March 2018*
  - (c) *New IPA website was released in October 2017 and implementation of contents and updating on articles are being continued.*
5. Assist Development Committee to organize seminars and International Conferences
  - (a) *Seminar on the Press-in Engineering at Maya Hotel Kuala Lumpur in Malaysia was held on 1st November 2017 with 7 lectures and 80 participants. The event reported in the Newsletter Vo.2, No.4 (Dr. Nor Azizi Bin Yusoff)*
  - (b) *Preparation of the Seminar on Press-in Engineering in Thailand and Philippines are currently in progress.*

6. Manage financial matters on Budget and monthly cost control  
*Independent accounting system was introduced with an independent Certified Public Accountant for monthly cost control.*
  
7. Develop alliance or collaboration with other entities
  - (a) *28 of supporting organizations have been developed for ICPE.*
  - (b) *Subsidization from 3 organizations were confirmed*
    - 1) *International Scientific Exchange Fund of **Japan Society of Civil Engineers***  
*(Amount to be informed by JSCE in due course)*
    - 2) *Maeda Engineering Foundation (¥1,000,000)*
    - 3) *Kajima Foundation (¥500,000)*
  - (c) *Assisting Research Committee on collaboration with JPA for joint research works*

## Agenda 2: Income and Expenditure Statement for 2017

### Income & Expenditure Statement for Fiscal Year 2017

Period : 1<sup>st</sup> Apr. 2017 - 31<sup>st</sup> Mar. 2018

(Unit: JPY)

Items	2017 Budget	2017 Actual	Note
<b>I Operating Activity</b>			
<b>1 Operating Income</b>			
① Admission Fee			
Corporate Member's Admission Fee	0	488,320	No admission fee required 2017 after Directors meeting
② Membership Fee			
Individual Member's Annual Fee	5,600,000	4,988,320	
Corporate Member's Annual Fee	6,300,000	5,898,822	
③ Contribution			
Contribution	16,000,000	17,000,000	includes 1,000,000 contribution by Giken 50 yrs. anniversary
④ Miscellaneous Income			
Research commission	5,000,000	5,000,000	for Research activities
Miscellaneous income	3,000,000	5,417,035	sales of Handbook, Technical books and etc.
<b>Total Operating Income</b>	<b>35,900,000</b>	<b>38,792,497</b>	
<b>2 Operating Expenditure</b>			
① Expenditure for projects and activities			
Director's remuneration	10,000,000	10,362,000	includes Insurance
10th IPA Press-in Engineering Seminar preparation	1,200,000	898,860	
Preparation expenditure for 1st ICPE 2018	500,000	505,008	Preparation activities for ICPE 2018
Seminars on Press-in technology (for the Press-in Handbook)	900,000	709,370	Seminar in Malaysia and preparation for Thailand / Philippines
Editorial Committee expenditures (the Press-in Handbook)	5,000,000	2,765,115	Translation expense for Chinese and French
Printing cost of the Press-in Handbook (EN version)	1,200,000	0	Digital data in USB (Utilized left-over from 2016)
Additional printing of the Press-in Manual (JP version)	1,500,000	0	Migration to 2018
Re-print of Press-in Manual (JP)	500,000	0	Migration to 2018
Directors meeting and Steering Committee meetings	2,000,000	2,212,573	1 Directors Mtg. in July / Steering Committee (3 times)
Research committee / Technical committee expenses	5,500,000	5,030,240	3 Technical committees in active
Supporting expenditures for international members	300,000	0	
Other activities (e.g. Participations to other conferences)	800,000	727,542	
② Administrative Expenditure			
Website renewal and maintenance	8,000,000	8,704,800	Reconstruction of IPA website and Members site
Membership cards and certificates	50,000	20,000	
Printing expenditures	150,000	2,770,941	Bound Newsletter, Technical book (TC2)
Postage cost for international / domestic	200,000	178,321	
Communication expenses	150,000	167,797	
Lease expenses	3,500,000	3,333,448	Office rent, Copy machine, Account system and etc.
Office supplies	400,000	347,999	
Commission expense	1,800,000	2,737,407	Certified accountant fee, Bank fee and etc.
③ Other expenditures			
Miscellaneous expense	500,000	330,928	
Reserve fund	500,000	0	
<b>Total Operating Expenditure</b>	<b>44,650,000</b>	<b>41,802,349</b>	
<b>Surplus / (Deficit) of Income over Expenditure</b>	<b>-8,750,000</b>	<b>-3,009,852</b>	
<b>II Investments</b>			
<b>1 Investment</b>			
① Sales of fixed assets			
Fixed deposit refund	0	0	
<b>Total Investment</b>	<b>0</b>	<b>0</b>	
<b>2 Investment</b>			
① Acquisition of fixed assets			
Fixed deposit	0	0	
<b>Total Investment</b>	<b>0</b>	<b>0</b>	
<b>Surplus / (Deficit) of Investment Activity</b>	<b>0</b>	<b>0</b>	
<b>III Other revenue / expense</b>			
Non-operating income / expense	0	0	
<b>Surplus / (Deficit) of the Current Year</b>	<b>-8,750,000</b>	<b>-3,009,852</b>	
<b>Balance brought from the Previous Year</b>	<b>13,503,460</b>	<b>13,503,460</b>	
<b>Balance carried forward to the Next Year</b>	<b>4,753,460</b>	<b>10,493,608</b>	

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

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。

Date: June 5th, 2018,

Auditor \_\_\_\_\_

Dr. Albert T. Yeung

Auditor  \_\_\_\_\_

Mr. Yoshihisa Fujisaki



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## Agenda 3: Activity Plan 2018

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### Fiscal Year 2018 (1 Apr 2018 – 31 Mar 2019)

#### Introduction

Following the success of IPA activities and operations in the fiscal year 2017, IPA will adhere fundamentally to continue strengthening and expanding its organization and activities throughout the fiscal year 2018.

1. Forming and developing the international network
2. Contribution to society by progressing researches and practices
3. Contribution to society with human resource development
4. Functional operation
5. Organizational operation

The followings are summary of the activity plan for the fiscal year 2018.

#### 1. Forming and developing the international network

##### A) Newsletter

Publication of Newsletter has become a kind of “steady state” after one and a half year experience and will continue as a quarterly publication, with wider contributions from various parts of the world. December issue of 2018 will be the Special issue on the 1<sup>st</sup> International Conference on Press-in Engineering (ICPE). The number of distribution is expected to significantly increase by adding new potential readers from the participants of the ICPE and of the three seminars to be held in the fiscal year 2018.

A special edition of Newsletter for the ICPE is planned to be issued as Volume 3, Issue 4 in December 2018.

##### B) Periodic convening of the Press-in seminars, symposiums and conferences.

###### a. The press-in Engineering Seminar:

IPA holds the first International Conference on Press-in Engineering (ICPE) in Kochi, Japan, in September 2018, therefore the Press-in Engineering Seminar in Kochi will not be planned, which has been regularly held in July in Kochi. The Press-in Engineering Seminar will be held in fiscal year 2019 and 2020 consecutively, since the ICPE will be held in a triennial basis. The contents and schedule for the 11<sup>th</sup> Press-in Engineering Seminar, however, will be planned by the Research Committee in the fiscal year 2018.

###### b. TC Symposiums and Seminars:

A few symposia and seminars may be organized by three technical committees, depending on the outcomes of the committees.

###### c. International Conference (ICPE):

The International Conference on Press-in Engineering (ICEP 2018) will be held during 19-20<sup>th</sup> of September 2018. More than 60 technical papers will be presented with more than three hundred participants. The proceedings will be published at the time of the ICPE.

## C) Periodic interaction with other organizations in various countries and expanding IPA network

Based on the previous record of construction projects adopting the Press-in method, there are four major blank areas for Press-in Technology; namely Middle East, Eastern Europe, Africa and South America. Possibility of establishing IPA network in South America will be examined by the Presidential visit. Further discussion with Deep Foundation Institute will continue to consider making collaborative activities.

## 2. Contribution to society by progressing researches and practices

### A) Technical Committees

This is the second fiscal year of the existing two technical committees (TC1 on Steel Tubular Pile Wall and TC3 on Partially Floating Sheet-pile Method). In both committees, centrifuge model tests and numerical analyses are the main activities in the fiscal year 2018, aiming to summarize these results to publish technical materials on design methods in the fiscal year 2019.

TC2 was terminated with publication of “**Technical material on the use of piling data in the Press-in Method, I . Estimation of subsurface information**” (in Japanese) in the fiscal year 2017 and the English translation version is planned to be issued in the fiscal year 2018.

Research activities will continue mainly through Technical Committees and a few new Technical committees may be considered to form. Themes for new technical committees will be determined and several preparatory meetings will be held, to establish at least one technical committee in the fiscal year 2018.

### B) Global dissemination of the Press-in Method

Publication of technical book is a good form of disseminating the technology. The effort of multilingualization of the Handbook on retaining walls will continue.

#### a. The Press-in Handbook, Japanese manual:

It will be revised by forming an editorial group, since major Japanese design codes and guidelines of foundation have been renewed during the period of 2017-2018.

#### b. The Chinese version of the Handbook:

It will be published within the fiscal year 2018.

#### c. French version of the Handbook:

The trial translation and proof-reading were completed for approximately 70 pages. Further progress will be made during the fiscal year 2018.

#### d. English concise version of the Handbook:

Amendment to Addendum II for Design was completed in 2017, thereafter the concise version will be developed in 2018.

#### e. Other languages:

Following completion of the English concise version, the multilingualization of the handbook is planned to be developed.

#### f. The Press-in Seminars on Press-in technology:

The holding Seminars with the Press-in Handbook to facilitate dissemination of the Press-in technology will be continued in the fiscal year 2018. It is planned to hold the Seminars in Thailand and Philippines in May and in Vietnam. Seminars in some other ASEAN countries may follow thereafter in the fiscal year 2019.

A consideration of holding the similar seminars in other parts of the world such as in US and Europe will be made with the aim to materialize in the fiscal year 2019.

China is also the next target upon publication of the Chinese version of the Press-in handbook, which is targeted to publish by the end of fiscal year 2018.

### C) The technological books

Works on other publications will continue, including an introductory book and a case history volume throughout the fiscal year 2018.

#### a. Case history volume

Activities of collecting information on press-in piling projects and editing articles to summarize the information will continue, aiming to publish Case History Volume 1 in the fiscal year 2018.

#### b. Introductory book

The efforts for publishing “The introductory book on Press-in Technology” will continue, by finalizing the manuscript and aiming to publish in the fiscal year 2018.

## 3. Contribution to society with human resource development

### A) Conducting consecutive research and educational programs through Technical Committees’ activities with participation of young researchers and engineers.

Opportunities of investigation, 1g or centrifuge model tests and numerical analyses will be provided for young researchers and engineers. TC Seminars and Symposia will be planned to encourage young researchers and engineers to participate into the activities of TCs as well as to communicate with each other.

### B) Soliciting young researchers and engineers’ participation in the editing process of technological books and papers with respect to the Press-in technology.

Opportunities of joining in the processes of multilingualization of Handbook and editing of Case History Volume 1 will be provided for young researchers and engineers as the activities of Publicity Committee.

Opportunities of submitting technical papers to conferences including the ICPE will be provided for young researchers and researchers.

### C) Forming international network for upbringing of young researchers and engineers throughout the world.

The ICPE in Kochi in September 2018 and the Seminars on the Press-in technology held two or three times in Southeast Asian countries will provide opportunities for young researchers and engineers to communicate with each other and learn the state-of-the-art issues related to construction and Press-in.

### D) Driving collaboration activities with the Japan Press-in Association (JPA) for viable study or research work.

Meetings between JPA Technical Committee and IPA Research Committee will be held several times to discuss the effective ways for the practical engineers in JPA to participate in the activities of technical committees in IPA.

## 4. Functional operation

### A) Recruitment of Directors to enhance IPA activities as well as upbringing of young generation in the organization.

According to the By-laws, the nomination committee will prepare the draft short list for the directors and auditors for the term 2018-2019, with the view of “Alternation of generations.”

B) Aiming for the globalization through enhancement of the possible establishment of IPA branch office

In order to achieve further expansion of the Association in a global scale, the creation of branches may offer a practical solution as a long-time view, which IPA Constitution anticipates in Article 3. To facilitate and support for the creation of a branch, strengthening the Secretariat may be appropriate and necessary by appointing, for instance, a few Deputy Secretary Generals stationed in some other regions outside Japan, where the Secretariat is currently located. IPA envisages that one Deputy Secretary General stationed in Europe and the other in the US would be an initial option. The fiscal year 2018 will take a first step towards this direction.

C) Aiming for economic self-sustainability operation

From the fiscal year 2017, the principle of economic self-sustainability operation was introduced and will be applied in the various activities, such as

- a. TC activities: raising research fund from the industry or funding organizations
- b. Seminars: collecting registration fee and raising donations from industry
- c. ICPE: independent budget with some financial supports from other organizations.

## 5. Organizational operation

### Better services for IPA members

Throughout the fiscal year 2017, IPA renewed website functions mainly for the benefit to IPA members. IPA will continue to work on providing better services to the IPA members, for example, by adding “library function”. Library function will be added by collecting books and proceedings, including digital form documents. First investment will be made in the fiscal year 2018.

Renewed IPA website will provide the following effective services to the members:

- a. Voting in the General Assembly
- b. Updating membership registration
- c. Registrations and on-line payments to various activities such as Conferences and Seminars
- d. Purchasing Books and Papers published by IPA

### Awarding function for IPA members

The Award Committee will draft the “IPA Awards program” as an institutional scheme and it is planned to be incorporated in the IPA Regulation subject to the Board of Directors’ approval prior to the ICPE 2018.

Then, the Award Committee will issue IPA awards at the time of the ICPE, working with the Organizing Committee of the ICPE.

## Agenda 4: Budget for 2018

### Budget for Fiscal Year 2018

Period : 1<sup>st</sup> Apr. 2018 - 31<sup>st</sup> Mar. 2019

(Unit: JPY)

Accounting Title	2017 Actual	2018 Budget	Note
<b>I Operating Activity</b>			
<b>1 Operating Income</b>			
① Admission Fee			
Corporate Member's Admission Fee	488,320	0	Admission fee no longer applied
② Membership Fee			
Individual Member's Annual Fee	4,988,320	6,000,000	
Corporate Member's Annual Fee	5,898,822	7,000,000	
③ Contribution			
Contribution	17,000,000	16,000,000	
④ Miscellaneous Income			
Research commission	5,000,000	5,000,000	Research commission
Miscellaneous income	5,417,035	2,000,000	sales of Handbook, Technical books and etc.
<b>Total Operating Income</b>	<b>38,792,497</b>	<b>36,000,000</b>	
<b>2 Operating Expenditure</b>			
① Expenditure for projects and activities			
Director's remuneration	10,362,000	10,500,000	includes insurance
10th IPA Press-in Engineering Seminar (2017)	898,860	0	No Press-in Engineering Seminar will be held 2018
11th IPA Press-in Engineering Seminar preparation	0	200,000	Note: The Seminar to be held with stand-alone account
1st International Conference on Press-in Engineering (ICPE)	505,008	400,000	Preparation for ICPE 2018
Financial aid from IPA to ICPE	0	1,000,000	Contribution by GIKEN (50th anniversary) to be utilized
Press-in Seminars on overseas (for the Press-in Handbook)	709,370	1,200,000	Seminar to be held in Thailand, Philippines and Vietnam
Editorial Committee expenditures (the Press-in Handbook)	2,765,115	3,500,000	Edit concise version includes translation expense
Publication cost of the Press-in Handbook (CN version)	0	2,500,000	Chinese version to be published in 2018
Additional printing of the Press-in manual (JP version)	0	0	
Amendments to Press-in manual (JP) with the editing committee	0	800,000	
Research committee / Technical committee expenses	2,212,573	2,200,000	Board of Directors Mtg (Sep.) and Steering Committees (4 times)
Research committee / Technical committee expenses	5,030,240	5,000,000	3 Technical committees in active
Supporting expenditures for international members	0	300,000	
IPA library	0	2,500,000	Library facility at IPA office
Other activities (e.g. Participations to other conferences)	727,542	500,000	
② Administrative Expenditure			
Website maintenance	8,704,800	3,200,000	IPA website renewal (phase 2) and maintenance
Membership cards and certificates	20,000	50,000	
Printing expenditures	2,770,941	3,200,000	Introductory Press-in book / Case history volume
Postage cost for international / domestic	178,321	200,000	
Communication expenses	167,797	150,000	
Lease expenses	3,333,448	3,400,000	Office, Copy machine, Account system and etc.
Office supplies	347,999	350,000	
Commission expense	2,737,407	2,800,000	Certified accountant fee includes account system
③ Other expenditures			
Miscellaneous expense	330,928	200,000	
Reserve fund	0	200,000	
<b>Total Operating Expenditure</b>	<b>41,802,349</b>	<b>44,350,000</b>	
<b>Surplus / (Deficit) of Income over Expenditure</b>	<b>-3,009,852</b>	<b>-8,350,000</b>	
<b>II Investments</b>			
<b>1 Investment</b>			
① Sales of fixed assets			
Fixed deposit refund	0	0	
<b>Total Investment</b>	<b>0</b>	<b>0</b>	
<b>2 Investment</b>			
① Acquisition of fixed assets			
Fixed deposit	0	0	
<b>Total Investment</b>	<b>0</b>	<b>0</b>	
<b>Surplus / (Deficit) of Investment Activity</b>	<b>0</b>	<b>0</b>	
<b>III Other revenue / expense</b>			
Non-operating income / expense	0	0	
<b>Surplus / (Deficit) of the Current Year</b>	<b>-3,009,852</b>	<b>-8,350,000</b>	
<b>Balance brought from the Previous Year</b>	<b>13,503,460</b>	<b>10,493,608</b>	
<b>Balance carried forward to the Next Year</b>	<b>10,493,608</b>	<b>2,143,608</b>	

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## Agenda 5: Election of the incoming Directors

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The Nomination Committee<sup>(\*1)</sup> hereby proposes the following two (2) candidates as the incoming Directors for two fiscal years 2018 and 2019 in accordance with Chapter IV, Article 12 in IPA Constitution.

### Candidate 1:

Name: **Mr. Yang Lei**  
Current position: Vice President  
Shanghai Tunnel Engineering Co., Ltd.  
Nationality: China

### Education Background

June 2013 Chongqing University, Civil Engineering  
Major: Civil Engineering and Construction Management  
Water Supply and Sewerage Works Management,  
Structural Mechanics

### Professional Experience

2015 – Present Vice President  
Shanghai Tunnel Engineering Co., Ltd.  
2013 – 2015 General Manager  
Shanghai Urban Construction Group  
2003 – 2013 Chairman, General Manager  
Shanghai Tunnel Engineering Company  
1995 – 2003 Project Manager  
Shanghai Tunnel Engineering Company  
1982 – 1995 Technical Site Manager / Associate Project manager,  
Shanghai Tunnel Engineering Company

**Qualifications** Highly qualified leading person authorized by Shanghai City  
Qualified Senior Engineer in China

## Candidate 2:

Name: **Dr. Pastsakorn Kitiyodom**  
Current position: Deputy Managing Director  
Geotechnical & Foundation Engineering Co., Ltd., Thailand  
Nationality: Thailand

### Education Background

1997 B. Eng. (2nd honour) in Civil Engineering, SIIT, Thammasat University, Thailand  
2001 M. Eng. in Civil Engineering, Kanazawa University, Japan  
2004 D. Eng. in Civil Engineering, Kanazawa University, Japan

### Academic Awards/Scholarship

1996 Best Academic Performance Award, Siam Cement Company  
1995 – 1996 Outstanding Student of the Year  
1998 – 2004 Scholarship from Ministry of Education, Culture, Sports, Science and Technology, Japan  
2004 – 2005 Postdoctoral Fellowships  
Japan Society for Promotion of Science (JSPS)

### Professional Experience

2013 – Present Deputy Managing Director  
Geotechnical & Foundation Engineering Co., Ltd., Thailand  
2008 – 2013 Senior Geotechnical Engineer  
Geotechnical & Foundation Engineering Co., Ltd., Thailand  
2008 – 2016 Part time Lecturer  
SIIT\*, Thammasat University, Thailand  
*Note: SIIT stands for Sirindhorn International Institute of Technology*  
2004 – 2005 JSPS Postdoctoral Fellow  
Kanazawa University, Japan  
1997 – 1998 Teaching and Research Assistant  
SIIT, Thammasat University, Thailand

Note: The Nomination Committee<sup>(\*)</sup> was organized in accordance with Section 4 of By-laws

Remarks: Agenda 5 asks for collective approval on two candidates instead of individuals.  
Should you have any comments on Agenda 5, please post your comments in the on-line voting page.

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## Agenda 6: Election of the Directors

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The Nomination Committee<sup>(\*)</sup> hereby proposes the following eleven (11) candidates as the Directors for two fiscal years 2018 and 2019 in accordance with Chapter IV, Article 12 in IPA Constitution.

Candidates for the Directors:

Name	Affiliation	Country Region
Dr. Osamu Kusakabe	Tokyo Institute of Technology Professor Emeritus	JPN
Dr. Kenichi Soga	University of California, Berkeley Chancellor's Professor	USA
Dr. David. White	University of Southampton Professor	GBR
Dr. C.F. Leung	National University of Singapore Professor	SGP
Dr. Limin Zhang	The Hong Kong University of Science and Technology Professor	HKG
Dr. Yoshiaki Kikuchi	Tokyo University of Science Professor	JPN
Dr. Koichi Maekawa	Yokohama National University Professor	JPN
Dr. Tatsunori Matsumoto	Kanazawa University Professor	JPN
Dr. Masaaki Terashi	GIKEN LTD., Technical Advisor Japanese Geotechnical Society, Honorary Member	JPN
Dr. Taro Uchimura	Saitama University Associate Professor	JPN
Dr. Dang Dang Tung	Ho Chi Minh City University of Technology Vice Director	VNM

Note: The Nomination Committee<sup>(\*)</sup> was organized in accordance with Section 4 of By-laws

Remarks: Agenda 6 asks for collective approval on eleven (11) candidates instead of individuals.  
Should you have any comments on Agenda 6, please post your comments in the on-line voting page.