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## Report 1: Activity Report 2020

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### Fiscal Year 2020 (1 Apr 2020 – 31 Mar 2021)

#### Introduction

At the time of the General Assembly in May 2020, it was practically impossible for the Board of Directors to predict such a global pandemic of COVID-19. Due to the wide spread of COVID-19, the activity plan for 2020 was inevitably changed and modified in such a way that the physical meetings were changed to on-line meeting and the events such as seminars were postponed, as will be described in the following. Obviously, this unexpected situation has also led to modify the financial plan for 2020.

The activity plan for the fiscal year 2020 was designed to adhere fundamentally to the continuing development of the following four themes.

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**

The achievements for each theme are summarized herein.

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

##### A) IPA Newsletters

The quarterly publication of the IPA Newsletter continued in the fiscal year 2020 as follows.

- |               |                |          |
|---------------|----------------|----------|
| • Vol.5, No.2 | June 2020      | 21 pages |
| • Vol.5, No.3 | September 2020 | 26 pages |
| • Vol.5, No.4 | December 2020  | 23 pages |
| • Vol.6, No.1 | March 2021     | 29 pages |

The fourth bound version No.4 in a hard cover which contains the four issues (Vol.5, No.1 to No.4) was published in March 2021.

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

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

The 12th IPA Press-in Engineering Seminar in Tokyo 2020 was held on Zoom online system on 30th November 2020 with the title of "Toward a new development of the Press-in Piling Method". The research outcomes of Technical Committees were presented from TC 1 "Cantilever type steel tubular pile wall embedded to stiff ground" and TC 3 "Partial floating sheet pile method". About 100 participants attended this seminar. The report on the Seminar is found in the Newsletter Vol.5, Issue 4, December 2020.

###### b. TC Symposia

The plan of the symposium outside Japan was interrupted because of COVID-19.

###### c. International Conference on Press-in Engineering (ICPE) 2021

The second International Conference on Press-in Engineering is scheduled to be held on 19th and 20th June 2021. Due to the COVID-19 situation, the ICPE 2021 organizing committee decided to hold the conference online. The committee is in the process of preparing the conference.

## C) Periodic interaction with other organizations in various countries

### a. China

Due to the prevalence of COVID-19 in China, the planned international conferences by the CCESS were cancelled. IPA members in China submitted a TC proposal to the IPA Research Committee (RC) and if it is approved by the RC, the new TC is expected to start from the fiscal year 2021.

### b. Japan

The IPA provided online seminars with Japan Press-in Association (JPA) for disseminating the "Design and construction manual of the Press-in Method, 2020 version" published in March 2020. Also, the JPA corporate members continued to participate in the working group of the Technical Committee 4 (TC-4), "Vertical performance and construction management of sheet piles installed by the Press-in Method and tubular piles installed by Rotary Cutting Press-in Method".

### c. IPA Network

IPA encouraged IPA Vice Presidents and corresponding members of Regional Offices to facilitate interaction activities to expand IPA network.

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

### A) Research Committee

The Research Committee has reviewed the framework for recruitment, establishment, activities and operation of the Technical Committees in order to facilitate their activities. RC is planning to open a website for open recruitment of the Technical Committees.

Preparations were made to publish the ICPE 2018 papers on external academic search engines "J-stage". It's will be released in the fiscal year 2021.

### B) Technical Committees

#### a. Technical Committee 1 (TC-1)

Research Subject:

Application of Cantilever Type Steel Tubular Pile Wall Embedded to Stiff Ground

Activity:

- TC-1 commenced in 2017 with a 4-year research program (an extension of one year was approved in the fiscal year 2019), and 2020 was the final year for TC-1 to conclude this activity.
- In the fiscal year 2020, one plenary meeting and 3 times working group meetings were held on online meeting.
- TC-1 prepared the outcomes of the research at the Press-in Engineering Seminar in November 2020. It will be reported at ICPE 2021.
- 8 research papers and one state of the art report were submitted to ICPE 2021, and one paper to the Japanese Geotechnical Society Annual Meeting in 2021.
- TC-1 is going to submit the final report to the Research Committee in August 2021.

#### b. Technical Committee 3 (TC-3)

Research Subject:

Expansion of Applicability and Assessment of Seismic Performance of PFS\* Method  
\*Partial Floating Sheet-pile

Activity:

- TC-3 commenced in 2017 with a 4-year research program (an extension of one year was approved in the fiscal year 2019), and 2020 was the final year for TC-3 to conclude its activity.
- In the fiscal year 2020, one plenary meeting and 13 times working group meetings were held on line meeting.
- TC-3 prepared the outcomes of the research at the Press-in Engineering Seminar in November 2020. It will be reported at ICPE 2021.
- 5 research papers and one state of the art report were submitted to ICPE 2021, and one paper will be submitted to a Journal of Japan Society of Civil Engineers in 2021.

- TC-3 is going to draft “Design Manual of PFS Method”, and submit the final report to the Research Committee in August 2021.

**c. Technical Committee 4 (TC-4)**

Research Subject:

Vertical Performance and Construction Management of Sheet Piles Installed by the Press-in Method and Tubular Piles Installed by Rotary Cutting Press-in Method

Activity:

- TC-4 commenced in 2019 with a 3-year research program and 2020 was the second year for TC-4.
- In this fiscal year 2020, working groups were active and these results were submitted to ICPE 2021.
- The interim report will be submitted to the Research Committee by the end of the fiscal year 2020.
- 6 research papers were submitted to ICPE 2021.

**d. Technical Committee 5 (TC-5)**

Research Subject:

Influence of Operator Skill and Experience on Field Performance of Press-in Piling

Activity:

- TC-5 is a three-year research activity from 2020, and the fiscal year 2020 was the first year for this activity.
- A question survey was conducted for the Press-in Piling operators. (This questionnaire asked what kinds of settings for machine operation were selected for a given ground condition.)
- In the fiscal year 2020, three plenary meetings and several working group meetings were held.
- One research paper was submitted to ICPE 2021.

**C) Global dissemination of the Press-in Method**

Publication of technical books continued as an effective form of disseminating the Press-in technology.

**a. Press-in retaining structures: a handbook (Second edition) in English**

The Editorial Committee was organized at the beginning of the fiscal year 2020, and the second edition is expected to be published in June 2021.

**b. Multilingualization of the Press-in Handbook:**

**(a) French version**

Following completion of Press-in retaining structures: a handbook (Second edition) in English, a translation into French was commenced thereafter and IPA will prepare for the publication of the French version.

**(b) Russian version**

Following completion of “Press-in retaining structures: a handbook (Second edition)”, a translation into Russian was commenced, and IPA will prepare for the publication of the Russian version.

**(c) Portuguese version**

Following completion of “Press-in retaining structures: a handbook (Second edition)”, a translation into Portuguese was commenced, and IPA will prepare for the publication of the Portuguese version.

**(d) Other languages**

Following completion of “Press-in retaining structures: a handbook (Second edition)”, further multilingualization to other languages, including Thai and Vietnamese, was prepared.

**c. The introductory book on Press-in Technology**

The introductory book on Press-in Technology, "New Horizons in Piling – Development and Application of Press-in Piling" by Malcolm Bolton et al. was published by CRC Press in December 2020.

**d. Seminars on Press-in Technology**

Due to the prolonged COVID-19 situation, seminars in Taiwan and Indonesia were postponed to the fiscal year 2021. And also, the IPA postponed to hold the second-round seminars in ASEAN countries such as Singapore, Malaysia, Thailand, the Philippines and Vietnam where the IPA already held its seminars in the past.

**D) Award granting**

Reviewing a number of publications concerning the Press-in piling technology, the Awards Committee engaged in selection of the awardees in the following three categories.

1. Outstanding Project Award
2. Innovative Technology Award
3. Distinguished Research Award

**E) IPA Library (collection of books)**

97 books (Japanese books 67, English books 30 are included) were furnished and the total number of books is 628 in the fiscal year 2020. In January 2021 the IPA started subscribing to the Japanese monthly magazine "KISOKO", which specializes in civil engineering, architecture foundation work and materials.

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

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

Young researchers and engineers were invited to participate in the editing process of Press-in Introductory Book and the translation process of Press-in Handbook.

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

Engineers from JPA corporate members joined TC-4 and TC-5 activity.

**4. Functional operation**

**A) Recruitment of Directors to enhance IPA activities as well as the cultivation of the next generation in the organization.**

As a result of recruiting IPA Directors with regional consideration for diversification of IPA activities, new IPA Directors were selected from Australia and Vietnam. Additionally, the Nomination Committee prepared the short list including female candidates.

**B) Aiming for globalization through enhancement of the possible establishment of IPA Regional Office.**

The Regional Offices contributed to the IPA activity through writing articles in Newsletters.

**C) Aiming for economic self-sustainability operation**

The IPA kept applying the economic self-sustainability principle to events. The 12th IPA Press-in Seminar 2020 was held in the fiscal year 2020 with this principle.

**5. Organizational operation**

**A) Better services for IPA members**

**a. Services for IPA members**

The following services continued:

- (a) Participation in the IPA global network through IPA activities including Technical committees for research works

- (b) Receiving the IPA Newsletter periodically with valuable information
  - (c) Browsing research papers through the IPA membership site
  - (d) Admission and registration to conferences, seminars, symposia with special rate
  - (e) Submission of papers to proceedings for conferences
  - (f) Facilitation of IPA website and membership site
  - (g) Operation of IPA Library (Refer to 2.D).
- b. Implementation and development of the IPA website and membership site continued, providing better content and improving the privilege.
  - c. Chinese Website was opened in September 2020. (<https://ipa-press.org/cn/>)
  - d. IPA Directors' website has been in service since January 2020. The website facilitates IPA Directors participating in IPA activities and accessing documents related to past IPA Board Meetings and others.

## **B) Amendments of Constitution and By-laws**

Amendments to the Constitution were approved at the General Assembly in 2020. Amendments to the By-laws were approved at the meeting of the Board of Directors which was held in December, 2020.

## **6. Others**

### **A) General Assembly**

The General Assembly was held during the period of 13th to 22nd May 2020 (ten days), approving the new Board Members together with the "Activity Report" and "Income and Expenditure Statement" for the fiscal year 2019, the activity plan and Budget for the fiscal year 2020 and amendments to the Constitution.

### **B) Board of Directors meeting**

Due to COVID-19, the Board of Directors could not meet physically this fiscal year. An e-mail meeting was held on 4th to 10th June 2020 with the participation of 27 Directors and 1 Auditor. The Directors unanimously approved proposals on President, Vice Presidents, Chairs of the Standing Committees, Executive Director and Secretary General.

An e-mail meeting was held on 7th to 11th December 2020 with the participation of 25 Directors and 1 Auditor. The Directors unanimously approved proposals on the Nomination Committee and amendments to the By-laws.

Another e-mail meeting was held on 15th to 19th March 2021 with the participation of 23 Directors and 2 Auditors. The Directors unanimously approved proposals including the draft Activity Plan and the Budget for the next fiscal year.

### **C) Steering Committee**

The Steering Committee consists of the President, all Chairs of the Standing Committees, Executive Director and Secretary General. There were two online meetings on 9th November 2020 and 22nd February 2021. The main agendas of the meetings included ICPE 2021 preparation, an activity report of the fiscal year 2020, activity plan of the fiscal year 2021 and the agendas for the next Board of Directors meeting and General Assembly.

### **D) Memberships**

Numbers of IPA members as of 31st March 2021

Individual members	680	[ Last year	675	(+5) ]
Student Members	61	[ Last year	26	(+35) ]
Corporate members	54	[ Last year	54	(±0) ]

## Report 2: Income and Expenditure Statement for 2020

### Income & Expenditure Statement for the Fiscal Year 2020

Period : 1st Apr. 2020 - 31st Mar. 2021

(Unit: JPY)

Items	2020 Budget	2020 Actual	Note
<b>Operating Activity</b>			
<b>1 Operating Income</b>			
① <b>Membership Fee</b>			
Individual Member's Annual Fee	6,950,000	6,930,000	
Corporate Member's Annual Fee	7,200,000	7,000,000	
② <b>Contribution</b>			
Contribution	16,000,000	16,000,000	
③ <b>Miscellaneous Income</b>			
Research commission	1,300,000	1,430,550	Research Commission from GIKEN LTD.
Sales of Books	5,450,000	6,187,000	Design and construction manual of the Press-in Method (JP version) - March 2020, etc.
Other Income	20,000	2,382	
<b>Total Operating Income</b>	<b>36,920,000</b>	<b>37,549,932</b>	
<b>2 Operating Expenditure</b>			
① <b>Expenditure for Conference and Seminar</b>			
2nd International Conference on Press-in Engineering (ICPE2021)	300,000	1,002,000	Financial aid to ICPE2021 Organizing Committee, etc.
12th IPA Press-in Engineering Seminar	0	0	Preparation cost only (*Independent account for Seminar)
Press-in Seminars on overseas (for the Press-in Handbook)	1,200,000	0	Seminar in Taiwan, Indonesia, China *Postponed
② <b>Expenditure for Publication</b>			
Press-in Handbook 2nd edition (EN version)	3,360,000	3,156,518	Review fee, translation cost, etc.
Press-in Handbook (CN version)	1,260,000	391,000	Cost for purchasing from China Architecture & Building Press
Press-in Handbook 2nd edition (Other languages)	3,000,000	2,196,824	French, Russian, Portuguese, Thai, Vietnamese
IPA Newsletter (bound version #4)	1,000,000	856,350	Published in March 2021
Introductory Book on Press-in Technology	300,000	364,530	Published in December 2020 (CRC Press)
③ <b>Expenditure for Research Activity</b>			
Board of Directors' meeting / Steering committee expenses	4,940,000	24,462	Travel expense, etc. *All the meetings were held online.
Research committee / Technical committee expenses	2,300,000	2,430,550	TC1, TC3, TC4, TC5 and additional JPY 1,000,000- for new TC(s)
Awarding expenditures	100,000	0	Trophies, Certificates, etc. for 3 Award categories
IPA library	1,400,000	1,283,676	Purchasing of books, Maintenance cost for library system
Other activities (e.g. Participations to other conferences)	300,000	0	
④ <b>Administrative Expenditure</b>			
System maintenance	4,850,000	4,714,163	IPA website renewal, maintenance cost for IPA website and Email server
Membership cards and certificates	30,000	15,400	
Printing expenditures	50,000	63,692	Guidance of IPA, etc.
Postage cost for international / domestic	100,000	60,279	
Communication expenses	120,000	96,911	Telephone charge
Director's remuneration	10,850,000	10,852,080	
Compensation for additional staff(s)	3,000,000	0	Personnel cost for temporary staff(s), etc.
Lease expenses	3,480,000	3,375,148	Office rent, Copy machine, etc.
Outsourcing expense	1,730,000	1,720,704	Certified accountant fee, and etc.
Commission expense	300,000	277,365	Bank charges
Office supplies expense	290,000	104,280	
Miscellaneous expense	150,000	208,962	
Reserve fund	0	0	
<b>Total Expenditure</b>	<b>44,410,000</b>	<b>33,194,894</b>	
<b>Surplus / (Deficit) of Income over Expenditure</b>	<b>(7,490,000)</b>	<b>4,355,038</b>	
<b>Balance brought from the Previous Year</b>	<b>10,138,286</b>	<b>10,138,286</b>	
<b>Surplus / (Deficit) of the Current Year</b>	<b>(7,490,000)</b>	<b>4,355,038</b>	
<b>Balance carried forward to the Next Year</b>	<b>2,648,286</b>	<b>14,493,324</b>	

Note 1:

Due to the spread of the novel coronavirus (COVID-19), IPA postponed the Press-in Seminar planned in Taiwan, Indonesia and China. Also, IPA held the board of directors meeting online, which had been planned to be convened physically in Singapore. Based on these facts, the balance carried forward to the following years increases approximately 12 million Japanese Yen compared to that of the initial budget.

Although it is unclear whether the situation improves near future or not, IPA will utilize the accumulated funds for the activities aiming for global dissemination of Press-in Method, for instance, multilingualization of Press-in Handbook, collecting case studies and creating the specifications related to Press-in Method based on the long-term perspective.

Note 2:

The budget of 300,000 yen was made for travel and meeting expenses of IPA related people for activities of ICPE2021. But this budget was not spent due to COVID-19. Instead, it was expected that the sponsorship income of ICPE2021 would be decreased as the conference would be held online. Based on this prospect it was decided to contribute 1,000,000 yen to the Organizing committee of ICPE2021 with approval of the Board of Directors.

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: 17 May, 2021,

Auditor Wang Guixuan  
Dr. Wang Guixuan

Auditor   
Mr. Yoshihisa Fujisaki