



EAP WORKING GROUP 2

“Speed Management and Traffic Laws Enforcement Improvement”

Meeting 4
(workshop meeting in Minsk)

October 17th, 2018

Summary

INTRODUCTION

The meeting of the Working Group 2 (WG 2) took place on October 17th in Minsk, Belarus. Representatives of all six EaP countries were present as well as local representatives of the EaP Civil Society Forum. Veronika Liskova, DG MOVE represented the European Commission.

The meeting was opened by introductory remarks by DG MOVE (Veronika Liskova), National Assembly of the Republic of Belarus (Andrey Rybak, Chairman of the Standing Commission on Industry, Fuel-Energy Complex, Transport and Communication) and the World Bank (Radoslaw Czapski, Senior Infrastructure Specialist) highlighting the importance of road safety cooperation in the EaP region and focusing on some recent developments since last face-to-face meeting in March 2018.

Following the introductory remarks Veronika Liskova, DG MOVE has provided an update on the recent EU initiative in road safety focusing on the 3rd Mobility package. She also presented a useful web tool led by the European Commission - the European Road Safety Charter (<http://www.erscharter.eu/>), which is the largest civil society platform on road safety related initiatives.

The subsequent technical discussion of the WG 2 meeting was divided into several sessions as outlined below:

- Follow-up on the Ljubljana Declaration
- Follow-up on the Road Safety Cooperation Framework
- Good practice example(s) and knowledge exchange
- ToRs for priority project(s)
- Country road safety profiles
- EaP road safety website

FOLLOW-UP ON THE LJUBLJANA DECLARATION

At the 15th EaP Transport Panel meeting on 18 September 2018 the EaP countries shared an extensive list of actions they are undertaking on the follow up of the Ljubljana Declaration on Road Safety. For the ease of reference DG MOVE prepared a table mirroring the structure of the declaration and sent it to the EaP countries so they could outline their follow-up activities and share it with DG MOVE. Since not all EaP countries provided their response to the European Commission, the World Bank team asked the EaP countries' delegates to prepare relevant presentations for these WGs meetings in Minsk. The process of receiving the EaP countries' feedback is ongoing and is expected to be completed by mid-November 2018.

FOLLOW-UP ON THE ROAD SAFETY COOPERATION FRAMEWORK

The Road Safety Cooperation Framework for EaP Countries Cooperation in Road Safety has established the strategic objective for all the three WGs for the 2-year period (2018-2019) to achieve the 25% reduction target by 2020 compared with 2016. The Framework was adopted at the meeting of the three WGs in March 2018 in Tbilisi.

World Bank asked the EaP countries in advance of this meeting to present country-level activities related to progress achieved in the two focus areas per WG and relevant supporting measures as outlined in the Framework. The EaP countries were asked to give priority in their presentations to all the measures with a deadline set for end of 2018. The process of receiving the EaP countries' feedback is ongoing and is expected to be completed by mid-November 2018.

GOOD PRACTICE EXAMPLES AND KNOWLEDGE EXCHANGE

The International Road Federation (IRF) was invited to lead a one-day **workshop on safety camera use for speed enforcement** on October 16th. The workshop featured presentations on data-driven speed enforcement, a technology brief for automated speed enforcement (ASE), a discussion on EaP countries' readiness for ASE, a session on ASE communications and engagement, discussion on enforcement and the prosecution chain, as well as presentations of funding possibilities.

The Closed Joint-Stock Company "Safe Roads of Belarus" invited WG2 participants on October 17th, 2018 to a demonstration of the **National Photo Enforcement and Traffic Monitoring System**, in operation in Belarus since 2012. The system integrates a data storage and processing centre with traffic management channel (TMC) equipment, more than 200 stationary and over 20 mobile speed sensors, as well as test sensors for other traffic violations. The company has 6 specialized departments and employs over 90 qualified officers. The facilities in Minsk host back-office workstations, with supporting IT equipment and clear separation of functions, of two different types: technical violation processing, and police enforcement.

Poland's **fixed enforcement system** was presented to WG2 participants by Marcin Flieger, Road Policing Capacity Building GRSP Program Manager. The Polish Centre for Automatic Traffic Enforcement was established in 2011 within the General Inspectorate of Road Transport. By the end of 2015 all control devices had been installed under the "CANARD" system. It contains over 400 fixed cameras and just under 100 other types (section control, red light, mobile speed cameras). The "CANARD" system combines photo analysis, investigation, fine ticket dispatch, management of speed cameras, payment management and creation of application forms to courts. Its operation contributed to a sharp drop in fatality and injury rates.

TORS FOR PRIORITY PROJECTS

At the meeting in June 2018 the World Bank team has presented four proposed project concepts for consideration by the WG 2 members. Countries' representatives in the WG were asked to indicate their preference (or strong preference, as relevant) among the four projects. **Table 1** lists the projects rated for WG 2.

Table 1 – Rating of projects for WG2

WG 2	ARM	AZE	BEL	GEO	MDL	UKR
Project 1: Review of speed limits on core road network			+	+		
Project 2: Introduction of traffic calming measures to lower speed below 50 km/h limit near schools, hospitals or in residential areas.			++		+	
Project 3: Definition of legal, institutional, procedural and technical/training requirements supporting more regular and efficient speed enforcement by Police				+		
Project 4: Improving legislation and operational procedures reinforcing seatbelt use at front- and backseats						

For the identified priority project "Introduction of traffic calming measures to lower speed below 50 km/h limit near schools, hospitals or in residential areas" the World Bank team has developed the first

draft of generic Terms of Reference (ToRs) and presented it during the meeting. The full text of the draft ToRs detailing key tasks as well as possible timelines and qualifications is included as **Annex C**. The WG members are expected to tailor the generic ToRs to the individual EaP countries' needs before proposing them for financing by EC or other international donors.

COUNTRIES ROAD SAFETY PROFILES

The EaP countries have committed to improving quality of systematic and consolidated data collection and to share this data with the future Regional Road Safety Observatory by endorsing the EaP Declaration on Road Safety in April 2018.

The country profiles focusing on the regional dimension of road safety with comparative data for all six EaP countries should foster exchange of expertise and good practices between these countries. They are also meant to help provide a more solid evidence base for decision makers to: (i) develop better policies and to monitoring progress in road safety; (ii) ensure better coordination between the other IFI's and donors' activities; and (iii) help in better understanding of main road safety challenges in each country.

As of October 2018, the "pilot" structure of the Road Safety Country Profiles has been developed and presented to the EaP countries. Information collection by the Regional Working Groups and the World Bank team is underway. An inventory of all data collected is under preparation to spot any serious gaps. Subsequently, an optimal set of data for each of the EaP countries can be developed, so that first drafts of the Country Profiles can be produced in the near future.

The expected results include:

- A "go-to" source for experts, providing an overview of the road safety situation in the EaP region and in each of the EaP countries
- Comparative data for six EaP countries
- Visually impactful fact sheets with detailed information and data available divided into topical sections
- Simple on-line data-base with all key info and data, which can become the seed for the future EaP Road Safety Regional Observatory

EAP ROAD SAFETY WEBSITE

The process of the EaP road safety website modernization to better serve the needs of the users' community is ongoing.

As of October 2018, plans for its further development include:

- Events: detailed information about all WG meetings will be accessible
- Updating of "Documents" and "Featured Content" folders, to include RS Declaration, RS Cooperation Framework and other strategic documents
- Discussion Forum enhancements including surveys and possibility for users to initiate their own discussions

You can visit new portal by clicking here: <https://bit.ly/2JKZFjD>.

CONCLUSIONS AND NEXT STEPS

The following points regarding scope and organization of WG 2 future work have been agreed as the results of the meeting.

Action priorities and next steps

- The WG 2 members have undertaken to provide a consolidated information for the follow-up actions on the EaP Road Safety Declaration and the EaP Road Safety Cooperation Framework by

filling in the tables sent to the WGs members on October, 10th. Reminder sent on October, 26th (this applies to the EaP countries who have not provided their response yet). The feedback should be provided to the World Bank team by **November, 16th**.

- The members of the WG have undertaken to propose (i) overall modifications to the draft ToRs for the priority project that can be potentially useful to all six EaP countries and (ii) tailored country specific draft ToRs for the priority projects for each country that needs to implement them. The relevant country specific comments or modified TORs should be sent to the World Bank team by **November, 30th**.
- The WG 2 members will continue working with the World Bank team on data collection for the Road Safety Country Profiles in line with the agreed “pilot” structure.
- The World Bank team will continue working on Guidelines for road accident data collection in accordance with CAdaS for all EaP countries as well on general model of road safety country reports and concept of the EaP Road Safety Observatory.
- The World Bank team will continue assisting all the EaP countries in preparation of the national level action plans for improving national data-base systems based on country specific Data System Country Reports recommendations.
- The World Bank team will continue working on preparation of RS status in EaP countries based on EaP declaration (Ljubljana 2018), as well as on collecting benchmarking data based on questionnaire circulated and VC meetings with all EaP countries.
- The EaP countries have undertaken to become authorized users of the EaP road safety web-platform by applying for registration at the link: <https://bit.ly/2SMELZ>.

Project organization and communication

- The next WG 2 virtual meeting is planned to take place in December 2018 or January 2019. The precise date will be confirmed by the World Bank Team.
- There is a certain thematic interrelation between the scope of each working group. For example, crash data is the object of WG 2 and at the same time it is central to all types of road safety interventions, thus is relevant to the other two WGs. The thematic interaction was reflected also in the composition of WGs, so some individuals represent countries in more than one group. It was agreed for the next workshop meeting to consider either (i) better composition of the EaP countries’ delegations to ensure that individuals with relevant backgrounds are represented in all WGs meetings (more than one) or (ii) increasing the number of sponsored delegates per country to ensure their presence during all days of meetings. Both options are subject to further discussion and confirmation with the European Commission.
- Achieving the objectives of the EaP Road Safety Cooperation Framework requires coordination among different stakeholders at the country level and among member countries within the scope of each working group at the regional level. All the EaP countries have been invited by the World Bank Team to identify a national coordinator from among WG 2 members for each country and inform the World Bank team about such appointment. The regional coordinators for each of the three WGs were proposed to be considered at the next WGs meeting.

ANNEXES

List of Annexes:

Annex A - WG 2 Meeting Agenda and Agenda of IRF one-day workshop on safety camera use for speed enforcement on October 16th

Annex B - List of meeting participants

Annex C - ToRs for priority project “Introduction of traffic calming measures to lower speed below 50 km/h limit near schools, hospitals or in residential areas”

Annex D - The materials of the meeting are available for download from the EaP road safety web-platform: <https://bit.ly/2OKjZ7W>.

Working Group 2: Speed Management and Enforcement

October 17th, 2018

Agenda

09:00-09:15 Welcoming and introduction (*Belorussian Government*), (*EC*), (*World Bank*)

9:15-10:15 EaP Declaration on road safety – Progress in achievement of strategic targets and implementation action plans

- Presentation on the EaP road safety declaration and the strategic targets, Veronika Liskova, EC, DG MOVE
- Presentation on the recent EU initiatives in the road safety (3rd Mobility package), Veronika Liskova, EC, DG MOVE
- Presentation of the national action plans as a follow up of the Declaration on road safety, each of the EaP countries
- Up-date on the status of EaP Cooperation Framework and next steps, World Bank/EaP countries

10:15-10:45 Trends in speed enforcement in advanced and EaP countries. Good practice example(s) from EU countries, World Bank

10:45-11:15 Coffee break

11:15-11:45 Central European Enforcement Experience: Poland - development of fixed speed enforcement system, Marcin Flieger, Global Road Safety Partnership

11:45-12:30 Measuring enforcement: indicators and parameters used. Clarifications regarding enforcement related data collection from EaP countries for benchmarking among them and against EU countries, World Bank

12:30-12:45 «Road Safety Strategy of Belarus «Good Road», Dmitriy Navoy, Head of Traffic Management and Department of State Automobile Inspection Department of the Ministry of Internal Affairs

12:45-13:00 "Development and maintenance of the electronic road tolling system in Belarus", Oleg Burak, Deputy Chairman of the Directorate of Technical Maintenance of Kapsch TrafficCom

13:00-14:00 Lunch break

14:00-15:30 Visiting Belarussian center of fixed speed cameras system - Vehicle Speed Photo Fixation Center, address: Pervomayskaya str., 16.

15:30-16:30 Presentation of EU instruments of support to EaP countries, including contacts & useful sources of information, EC, DG NEAR

16:30-17:15 Enforcement related support projects for EaP countries:

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- Priority projects
 - Draft TOR for developing comprehensive system of traffic calming measures around schools (primarily infra)

17:15 - 17:30 Developing closer cooperation on Road Safety

- Presentation of the Country road safety profiles
- EaP road safety website

17:30-17:45 Conclusions, closing remarks and next steps

<p align="center">Safety Camera Use for Speed Enforcement Workshop October 16th, 2018</p>

09:00-09:30

What we Want to Achieve

- Welcome and Introductions
- Speed as a Key Risk Factor
- Overview of scientific & empirical evidence
- Benefits of Automated Speed Enforcement

09:30-10:45

Data-driven Speed Enforcement Strategies

- The principles of data driven enforcement and its effectiveness
- Why is data so important, and how do we priorities enforcement locations?
- Monitoring & Evaluation strategies

10:45-11:30

ASE Technology Brief

- How do speed cameras work?
- Presentation of different systems (fixed, mobile, average, red light)
- Emerging enforcement technologies (close following, distracting driving)
- Ensuring accuracy & integrity with type approval processes

11:30-12:30

Are you ready for Automated Speed Enforcement?

- Country profiles – *presented by participants*
- Role of Political Leadership
- Institutional, Legislative & Administrative framework
- Establishing National Guidelines

12:30-13:30

Lunch – Exchanges with Instructors

13:30-14:15

ASE Communications & Engagement

- Introducing Safety Partnerships: Rationale, Successes & Challenges
- Identifying Stakeholder Groups
- Effective road safety campaigns and education linked to enforcement
- Media engagement: speaking to the media, key risk factor messages for the public

14:30-15:00

Enforcement & the Prosecution Chain

- Back office functions and the prosecution process
- Right-sizing the Back Office
- Alternatives to prosecution

15:30-16:00

Funding ASE Programs

- Funding models
- Making PPPs work in Practice

16:00-17:00

Participant-led discussions & Workshop conclusions

17/10/2018



Workshop of the Regional Working Groups on Road Safety under the EaP Transport Panel

16-19 October 2018

Minsk, Belarus

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Attendance List

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EaP Countries					
Nr	Country	Surname	First Name	Organisation	Signature
1	Armenia	KOSTANYAN	Kostantin	Road Police Service of the RA Police	Cancelled
2	Armenia	MURADOV	Mikayel	Road Police Service of the RA Police	Cancelled
3	Armenia	SHAHINYAN	Poghos	National Road Safety Council	
4	Armenia	TADEVOSYAN	Gurgen	"Armenian roads directorate" SNCO of Ministry of Transport communication and information technologies	
5	Azerbaijan	ABILOV	SUBHAN	The State Road Transport Service	
6	Azerbaijan	ALIYEV	KAMRAN	THE MINISTRY OF INTERNAL AFFAIRS OF AZERBAIJAN	
7	Azerbaijan	HUSEYZADE	ELVIN	THE MINISTRY OF INTERNAL AFFAIRS OF AZERBAIJAN	
8	Azerbaijan	SADIKHOV	Anar	State Agency of Azerbaijan Automobile Roads	
9	Belarus	ASIPUK	Anatoli	Beldorcentr	
10	Belarus	STALIARCHUK	Aliaksandr	Beldorcentr	
11	Belarus	BURTYL	Yura	Beldorcentr	
12	Belarus	CHARNIUK	Aliaksei	Minskavtodor-center	
13	Belarus	LEONCHIK	SERGEY	Ministry of transport and communications	
14	Belarus	MUSAEV	Raphael	Belarusian Auto Moto Touring Club	
15	Belarus	POTYAKINA	Irina	Belarusian Auto Moto Touring Club	
16	Georgia	GOGILAVA	Mzevar	Tbilisi Municipality City Hall Department of Transport	ARRIVING 18/10 05:45
17	Georgia	JINCHARADZE	Guram	Ministry of Regional Development and Infrastructure of Georgia, Road Department of Georgia	ARRIVING 18/10 05:45
18	Georgia	KEZHERASHVILI	Erekle	Ministry of Economy and Sustainable Development of Georgia	ARRIVING 17/10 05:45
19	Georgia	BUJIASHVILI	Sopio	Ministry of Internal Affairs of Georgia	
20	Georgia	PAPASHVILI	Tinatini	Ministry of Internal Affairs of Georgia	
21	Moldova	BRINISTER	Valentin	Ministry of Economy and Infrastructure	ARRIVING 18/10 11:20
22	Moldova	APOSTOL	Pavel	National Patrol Inspectorate of the General Inspectorate of Police	ARRIVING 17/10 15:25
23	Moldova	COCIUG	Victor	Ministry of Economy and Infrastructure	ARRIVING 18/10 11:20
24	Moldova	GIRBU	Oleg	State Chancellery	

17/10/2018

25	Moldova	ION	Cotruta	Ministry of Economy and Infrastructure	ARRIVING 15:25
26	Moldova	LUPASCU	Dumitru	National Patrol Inspectorate of the General Inspectorate of Police	
27	Moldova	ROGOVEI	Radu	Ministry of Economy and Infrastructure	ARRIVING 15:25
28	Moldova	SCURTU	Nicolae	National Patrol Inspectorate of the General Police Inspectorate	ARRIVING 18/10 11:20
29	Ukraine	PANCHYSHYN	Mykola	Ministry of Infrastructure of Ukraine	ARRIVING 19/10 21:30
30	Ukraine	SILCHENKO	Maryna	State Road Agency of Ukraine	ARRIVING 19/10?
31	Ukraine	SYRVATKA	Pavlo	LCE "Lvivavtodor"	ARRIVING 18/10 16:35
32	Ukraine	ZAGREBA	Viktor	Ministry of Infrastructure of Ukraine	ARRIVING 18/10 06:55
Other Organizations					
33		CZAPSKI	Radoslaw	World Bank	
34		HALLEMAN	Brendan	International Road Federation	
35		DIMITROPOULOS	Ioannis	World Bank	
36		IVCHENKO	Mariya	World Bank	
37		KELLY	Emma	Road Safety Support	
38		KUKIĆ	Dragoslav	World Bank	
39		LISKOVA	Veronika	European Commission, DG MOVE	
40		NUNEZ	Antonio	World Bank	
41		SJORUP	Jan	Road safety support (RSS)	
42		FLIEGER	Marcin	Global Road Safety Partnership	
43		WUERS	Philip	Sensys Gatso Group	

Соловьев Батр. ППН СРБ

Курочкин Валерий ППН СРБ

Робак Андрей -

Nijat Valiger WP

Александр Кунин

Александр Кобальник

Александр Хонченко

Андрей Умаров

Роман Вадим

Торбунд Павел

ToR

“INTRODUCTION OF TRAFFIC CALMING MEASURES TO LOWER SPEED BELOW 50 KM/H LIMIT NEAR SCHOOLS, HOSPITALS OR IN RESIDENTIAL AREAS”

1. BACKGROUND

Typically, economic growth in EaP countries concerns the secondary and tertiary sectors of the economy, i.e. the industrial and service sectors. Since economic activities in these sectors primarily take place in urban areas, it is crucial to have organized and better-managed, people-friendly cities. In this regard, the transport infrastructure in cities plays a crucial role.

The urban roads in most EaP countries have a heterogeneous mix of traffic, including pedestrians, slow-moving vehicles like bicycles, freight movement, and motorized vehicles like motorcycles, cars, and public transport vehicles. The space occupied by each of these vehicles, their masses and speeds are essentially different. This state highly influences the risks and consequences of crashes.

Traffic calming is widely seen as one of the possibilities to tackle road safety problems in urban areas effectively. It involves application through traffic engineering of regulation and physical measures designed to control traffic speeds and encourage driving behavior appropriate to the environment. Traffic calming has in many cases been adopted in its narrow sense (reducing the dominance of vehicles in order to achieve a reduction in the level and severity of accidents, noise and air pollution and also the enhancement of the street environment for pedestrians) and more broadly as a means of retrieving the primary purpose of streets which has been distorted by the speed and volume of traffic.

Being an effective approach, traffic calming has become commonplace in most local authorities which consider traffic calming as an important element in their transport strategies. Today, in many Lower-Middle Income Countries there is an increasing demand from citizens for the introduction of traffic calming schemes in residential areas (with speed limits below 50 km/h) e.g. around schools, hospitals or residential areas.

[Paragraph can be inserted with country-specific context e.g. national program, part of which is the assignment in question. Reference to EaP context.].

To address traffic calming schemes in residential areas, the _____
(hereinafter “Client”) seeks to appoint firms (hereinafter “Consultant”) to implement this ToR.

2. OBJECTIVES

The main purposes of this project is improving of speed management system by introducing traffic calming measures in selected areas with speed limits below 50 km/h, such as around schools, hospitals or residential areas.

The necessary steps to achieve those objectives include:

- Preparation of "Practical Guide for implementation of typical traffic calming measures in urban areas";
- Review and update of legislation and regulation needed for implementation of traffic calming measures;

-
- Pilot testing of traffic calming schemes at least five different situations;
 - Preparation of typical traffic calming measure specifications needed for tendering/contracting and assuring of funding for implementation in selected locations;
 - Developing of training courses curriculum for traffic calming measures;
 - Collecting information on all sensitive locations requiring traffic calming on national road network and prepare medium, long-term (sub)program of traffic calming in sensitive areas as a part of regular annual work program;
 - Preparing promotion of traffic calming measures on lower level roads – if applicable in cooperation with self-government partners;
 - Undertaking reviews of impact of traffic calming measures on fatalities and injuries at specific locations.

3. TASKS AND SCOPE OF WORKS

The Consultant should implement the following tasks:

Task 1: Preparation of "Practical Guide for implementation of typical traffic calming measures in urban areas"

- *Collection of good practices in traffic calming measures for sensitive areas and adopting them for use in the country*
- *Selection of typical traffic calming measures with basic requirements and expected outcomes after implementation*

Task 2: Update of legal and technical regulations

- *Reviewing and if necessary defining proposed enhancements national laws, by-laws or rulebooks, as well as other technical regulations (standards, norms, etc.) to reflect proposed traffic calming measures*

Task 3: Identification of typical priority locations for traffic calming and proposal of traffic calming measures

- *Selecting at least five typical priority locations for piloting installation of traffic calming measures (preferably of different nature) in urban areas*
- *Developing standard specifications and documents for tendering/contracting traffic calming improvements (including sketches or preliminary design proposals)*
- *Identifying funding possibilities for introduction of traffic calming measures in the selected locations*

Task 4: Sharing of traffic calming knowledge within country (creating a pool of educated specialists)

- *Developing promotion and training program for professionals designing and implementing traffic calming solutions – preferably with technical university*
- *Perform of initial training of at least 20 designers for designing of traffic calming measures on urban roads*

Task 5: Widening of traffic calming interventions on national road network

- *Collecting information on all sensitive locations requiring traffic calming on national road network*

-
- *Preparing medium, long-term (sub)program of traffic calming in sensitive areas at least on national road network – it should preferably become part of regular annual work program*
 - *Preparing promotion of traffic calming measures on lower level roads – if applicable in cooperation with self-government partners*

Task 6: Follow-up and review

- *Supervision and follow-up on the implementation of traffic calming measures, in case of implementation of the detailed designs and improvement works in the selected locations or similar locations [for a unit price]*
- *Undertaking reviews of impact of traffic calming measures on fatalities and injuries at the selected locations or similar locations and evaluation of effects [for a unit price]*

Notes:

Consultant is obliged to establish communication and to have consultations with relevant institutions/organizations (e.g. with national road administration/local road managers as main supporters of project, national and local traffic police, training body, etc.) in all tasks at stages where some of agreements between different stakeholders or decisions should be made.

4. TIME SCHEDULE AND ACTION PLAN

The above stated activities the Consultant should finish within 12 months of the date of signing of the Contract. The consultant in his proposal will submit detail plan with proposed methodology and activities with time frames for each of the activities and for whole scope of works.

Expected timeline is:

- *Task 1: Preparation of Practical Guide: Consultancy start date + 2 months*
- *Task 2: Proposed enhancements of legal and technical regulations: Consultancy start date + 3 months*
- *Task 3: Identification of typical locations and proposal of sketches or preliminary design traffic calming measures: Consultancy start date + 6 months*
- *Task 4: Sharing of traffic calming knowledge + 9 months*
- *Task 5: Extension of traffic calming measures on national road network + 12 months*
- *Task 6: Follow-up and review [as needed – possible downstream work]*

5. DELIVERABLES

The Consultant shall prepare the following deliverables:

5.1. Technical Deliverables

- Task 1 draft Practical Guide: 1.5 months
- Task 1 final Practical Guide: 2 months
- Task 2 draft proposal of legal and technical regulations: 2.5 months
- Task 2 final proposal of legal and technical regulations: 3 months
- Task 3 draft proposal of locations and measures: 5 months

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- Task 3 final proposal and bidding documents: 6 months
 - Task 4 draft training program: 8.5 months
 - Task 4 final training report: 9 months
 - Task 5 draft traffic calming measures on national road network: 10.5 months
 - Task 5 final traffic calming measures on national road network: 11 months
 - Final compiled report: 12 months

5.2. Management Deliverables

- An inception report with the results of the assessment of the background information available and its reflection to ToR.
- Short, E-mail based progress reports detailing work done and to be done in next month. Monthly reports should indicate faced risks and their mitigation.
- Quarterly progress interim reports detailing the work done in the previous quarter, the detailed plan of activities to be taken in the next quarter, and an updated outline plan to be completed until the end of the project.
- A final report providing guidance on the result of the different activities with Chapter dedicated to the "Lessons learned".

The reports shall be delivered in the local country language and English in two hard copies and in the electronic format as a '*.pdf' file. Translation and interpretation costs will be borne by the Consultant.

6. GENERAL REQUIREMENTS AND QUALIFICATION

6.1. Qualifications of the Consultancy firm or JV:

- **Firm's profile** (*organization and capabilities*)
At least two designs containing traffic calming measures of total value above 150,000 EUR in last 5 years
- **Specific experience of the firm**, relevant to the assignment or of similar nature
At least two projects undertaken in EaP countries
- **Experience under similar conditions**
At least two projects regarding traffic calming activities and at least one project involving crash data analysis in last 7 years

6.2. Qualifications of the Experts' team:

- **Team leader:** Road infrastructure safety management specialist, minimum 10 y (5 years of international experience and work with traffic calming measures. Preferably work experience at some EaP countries).
- **Team member:** Road traffic management specialist, minimum 5 y (Preferably international experience including some EaP countries).
- **Team member:** Civil engineer, road designer specialized in traffic calming solutions, minimum 5 y (Preferably international experience including some EaP countries).
- **Team member:** Legal expert, minimum 5 y (can be local).