

UIC RAME Regional Office in Tehran

Working Programme for 2010

1-Introduction

1-1 Mission

A permanent assignment of the Regional Office consists in consolidating the UIC RAME community, developing cooperation links between its members and identifying new fields for international cooperation. The Regional Office will also encourage Members from the Middle-East to be more directly involved in activities of the UIC's technical bodies (Forums and Platforms).

1-2 Background and place

After the restructure of UIC and formation of Middle East region as one of the UIC six regional assemblies, the matter of determining the place of regional office was brought up. The creation of a UIC Regional Office for Middle-East was decided at the 1st meeting of UIC Regional Assembly Middle-East (RAME) in Paris. At the following RAME meeting in 2007 in Esfahan, establishing of Middle East Regional Office in Tehran was ratified.

Address: The Regional Office is now located in RAI HQ building in Tehran. At following address:

UIC Middle-East Regional Office
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1-3 Management and working team

According to the *Internal Regulations of the UIC Regional Assembly Middle-East* (revised version unanimously approved by RAME Members on 7 December), The Regional Assembly for Middle East shall nominate a specific officer from his organisation to manage the UIC Regional Office. Presently, administration of the UIC office shall be ensured by management of International Affairs of Railways of the Islamic Republic of Iran (RAI) which shall closely work with the regional Assembly chairman, the chairman deputies, other RAME railway members and Middle East affairs coordinator in UIC H.Q.

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1-4 The office personnel:

In order to expedite the activities of the office, rendering more services to the members as well as further development of the office and making it fruitful and active, the Railways of the Islamic Republic of Iran has seconded two staff of its experts for assisting and supporting the office. The salary of these two staff will be paid by Iranian Railways.

2- Tasks of the Regional Office

2-1 General tasks (according to Internal Regulation)

According to the *Internal Regulation of the UIC Regional Assembly Middle-East* (revised version unanimously approved by RAME Members on 7 December), the UIC Regional Office is in charge of

“-ensuring the follow-up of the decisions of the Regional Assembly,
-reporting on the activities and results,
-disseminating information among the community of Middle-East railways,
-submitting proposals for new activities as the result of its permanent contacts with member railways from the region.”

2-2 Special tasks

a) Implementing the RAME action plans

The Regional Office will focus its activities on the successful organisation of the events planned in the action plan approved by the members.

b) Implementing the RAME 2010 / 2011 Action Plan

For the current year, the regional office shall centre its activities on successful organisation of the events foreseen in the 2010 / 2011 RAME Action Plan (approved by RAME Members at 5th RAME Meeting in Aleppo, May 2009, and 6th Meeting in Paris, 7 December 2009).

The Regional Office will prepare the calendar and organisational framework for these events in close cooperation with the Chair Railway (TCDD), UIC Headquarters and other RAME Member Railways.

The priority will be put on below sated events for 2010-2011:

-the successful organisation of the High-level Workshop “*Vision, Projects and Perspectives for the Middle-East Region*” targeted at decision-makers, international organisations, financial institutions. Invitation of high-ranking personalities from the Region, potential business and trade partners, etc..
(2nd half of 2010 in Turkey),

-the concretisation of the “technical” workshops or seminars already decided on

. *Railway safety* (1st quarter of 2010, Iran),

- . *Infrastructure Asset Management – Desert Operation* (Summer 2010, Jordan),
- . *Rail Transportation of Oil, Gas & Petrochemical Products* (date and location tbc),
- . *Railway Security* (a RAME working group should be set-up before UIC world security congress in Istanbul?)

CFS has invited to hold one of the workshops or seminars in Syria. The Regional Office will make efforts to distribute the RAME workshops and seminars over a large range of Middle-East / RAME countries.

3- Extending RAME Membership

One of the objectives for 2010 is to attract new members from the Middle-East area, both as UIC Members and UIC RAME Members.

Efforts should be made in particular to gain new UIC membership from the Persian Gulf States, the Hijaz Railways, etc., and so to increase the representatives of UIC RAME in the Middle-East Region.

4- Identifying decision-makers, technical experts, institutional partners in the Region

An important task for the Regional Office will consist in the identification of important partners and railway stakeholders in the Middle-East. The purpose is to facilitate lobbying activities, invitation of decision-makers and railway experts from the region to the various events (workshops, seminars, etc.) planned in the UIC RAME Action Plan 2010.

Considering the events and activities planned for 2010, the Regional Office should prepare and submit to the member railways -within a short period of time- lists (and mailing lists) of

a) decision-makers and stakeholders

- transport ministers from the region,
- important representatives from each country with relevance for transport issues (government, parliament, planning bodies, etc.)
- authorities of International organisations, financial institutions (regional banks, etc.) supporting transport projects in the region,
- business partners: ports, shipping lines, intermodal transport..

b) railway management and railways' experts

- CEOs and senior executives of RAME railways,
- Directors of Strategy and other Railway activities (Freight, Passenger, Infrastructure, Rolling Stock, Legal Affairs, etc.)
- Directors of International Affairs departments,
- Managers and experts concerned by Safety issues,
- Managers and experts concerned by Infrastructure construction, operation and maintenance, operation in Desert (Seminar in Jordan);

An objective is to create within the RAME railways' community a "network" of experts and correspondents for the various issues: Safety, Security, Environment and Sustainable Development, Training, etc.

5- Taking initiatives for new activities

The UIC Middle-East Regional Office will regularly be in contact with all RAME Members and representatives that RAME members shall introduce, to identify their specific needs in terms of new projects, exchange of experience and information on best practises.

The Regional Office will consider together with the Chair railway and UIC HQ whether a new item proposed should be preferably handled:

- as a new project for one of the UIC universal technical bodies (Forums, Platforms),
- as a new project specifically related to Middle-East railways (as part of the RAME Action Plan).

Proposals for new RAME activities will be submitted.

In addition, the regional office shall try to make connection with the int'l organizations active in the field of rail transport and make necessary cooperation with them to improve rail transport in the region.

Presenting analytic reports from the regional cooperation status, interacting with shipping lines and ports, studying and working on the crossing corridors of the region and trying to remove the bottlenecks and missing links in the region in close cooperation with member states will be considered the other activities of the regional office.

It should also be mentioned that if some activities will need doing feasibility studies or taking consultants, the office manager will announce the matter to the Chair railway. First this shall be taken on by the RAME experts and then by UIC technical departments; in case there would be a need to a consultant, this shall be done in

coordination with the chair railway and the budget shall be approved by the Regional Assembly members.

Proposals for new RAME activities will be submitted to the Regional Assembly chair and approved in the next Regional Assembly meeting.

6- Reporting

The manager of the UIC Regional Office Middle-East will report on progress of activities and implementation of the Action Plan at each RAME Meeting.

7- Budget

The Internal Regulation of the RAME stipulates that "The costs for the Tehran Regional Office will be considered as part of the Regional functioning budget supported by all members of the Regional Assembly Middle-East".

On this basis the manager of the UIC Regional Office Middle-East will submit the annual budget of the office to chairman of the RAME and also members for their ratification before the holding of second meeting of Regional Assembly each year. Following the discussions at the 6th meeting of RAME in Paris on 7th December 2009 and as it was decided the revised budget for the functioning of the Tehran Office for 2010 (to be endorsed by the UIC Regional Assembly Middle-East) is attached.