



TOR Reference No.: 2019/03	Author(s): Annelaure Gauthier / Christian Veidig Modified by: Horst Büther Amended by: Elisabete Dias Ramos
Version: 3	Date: 28 August 2019
<b>TERMS OF REFERENCE FOR WORK UNDER THE AUSPICES OF IMPEL</b>	

## 1. Work type and title

1.1 Identify which Expert Team this needs to go to for initial consideration	
Industry	<input checked="" type="checkbox"/>
Waste and TFS	<input type="checkbox"/>
Water and Land	<input type="checkbox"/>
Nature	<input type="checkbox"/>
Cross-cutting tools and approaches	<input type="checkbox"/>
1.2 Type of work you need funding for	
Exchange visits	<input type="checkbox"/>
Peer Reviews (e.g. IRI)	<input type="checkbox"/>
Conference	<input checked="" type="checkbox"/>
Development of tools/guidance	<input type="checkbox"/>
Comparison studies	<input type="checkbox"/>
Assessing legislation (checklist)	<input type="checkbox"/>
Other (please describe):	<input type="checkbox"/>
1.3 Full name of work (enough to fully describe what the work area is)	
Lessons Learnt from Industrial Accidents: 13 <sup>rd</sup> seminar – May 2019.	
1.4 Abbreviated name of work or project	
IMPEL Seminar.	

## 2. Outline business case (why this piece of work?)

2.1 Name the legislative driver(s) where they exist (name the Directive, Regulation, etc.)
<p>Connected to the environmental regulations concerning industrial establishments:</p> <ul style="list-style-type: none"> <li>• Seveso III Directive.</li> <li>• Parts of the ADR, RID, IED and CLP Directives.</li> <li>• TEIA convention.</li> <li>• National regulations of each member state.</li> </ul>



## 2.2 Link to IMPEL MASP priority work areas

1. Assist members to implement new legislation.
2. Build capacity in member organisations through the IMPEL Review Initiatives.
3. Work on 'problem areas' of implementation identified by IMPEL and the European Commission.

  
  


## 2.3 Why is this work needed? (background, motivations, aims, etc.)

Data collection and study of industrial accidents are fundamental in order to prevent technological accidents. Inspectors of the environment need to be aware of actual industrial risks and to perform analysis of accidental situations. This, in order to understand what happened indeed and which measures were taken during and after such events.

12 seminars on lessons learnt were held in the past, in order to ease the dissemination and exchange of information between inspecting bodies of the member states. After the last edition, 78% of the participants were "very satisfied" of the content of the seminar, and 22% were "satisfied".

## 2.4 Desired outcome of the work (what do you want to achieve?)

The desired outcome of the 2-days working session is a more effective implementation and enforcement of environmental legislation. The seminar promotes the development of good practices by the exchange of experience and methods of working. It improves cooperation in National IMPEL networks and with other networks too.

## 3. Structure of the proposed activity

### 3.1 Describe the activities of the proposal (what are you going to do and how?)

During the meeting, inspectors present around 16 selected and recent accidents. They provide a technical description and the results of the root cause analysis carried out: measures taken, organisational failures, systems or material that failed etc. They also detail the lessons learnt from the accidents and their own experience during or following the accident. A short review of the applicable regulation, judicial or organizational subjects is possible.

Time is left for discussion between participants.

### 3.2 Describe the products of the proposal (what are you going to produce in terms of output / outcome?)

- A 2-day seminar for 300 participants and the largest possible number of member states represented (23 countries were represented at the last edition).
- A proceedings printout (in French and English) delivered to participants including a detailed analysis of each accident and reviews of known accidents related to specific topics.



- A larger spreading of this document after the seminar, through the Internet.
- Special issue of the Loss Prevention Bulletin (Institution of Chemical Engineers - IChemE).

### 3.3 Describe the milestones of this proposal (how will you know if you are on track to complete the work on time?)

- Start of the project: 14 March 2018.
- Call for abstracts: June 2018.
- Opening of registration: January 2019.
- 13<sup>rd</sup> Seminar on “Lessons Learned from accidents”: 22 and 23 May 2019.
- Dissemination of the final report on the Internet: July 2019.

## 4. Organisation of the work

### 4.1 Lead (who will lead the work: name, organisation and country) – this must be confirmed prior to submission of the TOR to the General Assembly)

Philippe Merle, French ministry for an Ecological and Solidary Transition, France.

### 4.2 Project team (who will take part: name, organisation and country)

- Jean François Bossuat, Bureau for Analysis of Industrial Risks and Pollution / French Ministry for an Ecological and Solidary Transition, France.
- Christian Veidig, Bureau for Analysis of Industrial Risks and Pollution / French Ministry for an Ecological and Solidary Transition, France.
- Annelaure Gauthier, Bureau for Analysis of Industrial Risks and Pollution / French Ministry for an Ecological and Solidary Transition, France.

### 4.3 Other IMPEL participants (name, organisation and country)

Members of inspection bodies from IMPEL member states.

### 4.4. Other non-IMPEL participants (name, organisation and country)

## 5. High level budget projection of the proposal. In case this is a multi-year project, identify future requirements as much as possible

	Year 2019 (exact)	Year 2	Year 3	Year 4
How much money do you require from IMPEL?	16,520 €			
How much money is to be co-financed?	212,128 €			
<b>Total budget</b>	<b>228,648 €</b>			



## 6. Detailed other costs of the work for year 2019

<b>6.1 Are you using a consultant?</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>6.2 What are the total costs for the consultant?</b>	N/a.
<b>6.3 Who is paying for the consultant?</b>	N/a.
<b>6.4 What will the consultant do?</b>	N/a.
<b>6.5 Are there any additional costs?</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Namely:
<b>6.6 What are the additional costs for?</b>	Rent of the meeting room, proceedings impression, translation (of proceedings and instantaneous during the seminar), technical equipment and technicians, safety.
<b>6.7 Who is paying for the additional costs?</b>	French ministry of the Environment, Energy and the Sea.
<b>6.8 Are you seeking other funding sources?</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Namely:
<b>6.9 Do you need budget for communications around the project? If so, describe what type of activities and the related costs.</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Namely:



## 7. Communication and follow-up (checklist)

	What		By when
<b>7.1 Indicate which communication materials will be developed throughout the project and when.</b>  <i>(all to be sent to the Communications Officer at the IMPEL Secretariat)</i>	TOR <sup>✓</sup> * Interim report <sup>✓</sup> * Project report <sup>✓</sup> * Progress report(s) News items for the website* Project abstract* Other, (give details):	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	December 2018 February 2019 June 2019 30 May 2019 30 May 2019 (proceedings)
<b>7.2 Milestones / Scheduled meetings (for the website diary).</b>	See 3.3.		
<b>7.3 Images for the IMPEL image bank.</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
<b>7.4 Indicate which materials will be translated and into which languages.</b>	Proceedings will be available in French and English.		
<b>7.5 Indicate if web-based tools will be developed and if hosting by IMPEL is required.</b>			
<b>7.6 Identify which groups/institutions will be targeted and how.</b>	Groups invited to the seminar: <ul style="list-style-type: none"> <li>• Industrial facilities inspection bodies.</li> <li>• European Commission.</li> <li>• European IPPC Bureau in Seville, ECHA.</li> </ul>		
<b>7.7 Identify parallel developments / events by other organisations, where the project can be promoted.</b>			

<sup>✓</sup>) Templates are available and should be used. \*) Obligatory



## 8. Remarks

*Is there anything else you would like to add to the Terms of Reference that has not been covered above?*

*In case of doubts or questions please contact the  
IMPEL Secretariat.*

*Draft and final versions need to be sent to the  
IMPEL Secretariat in word format, not in PDF.*

*Thank you.*