

**EUROPEAN FEDERATION OF CHEMICAL ENGINEERING  
FÉDÉRATION EUROPÉENNE DU GÉNIE CHIMIQUE  
EUROPÄISCHE FÖDERATION FÜR CHEMIE-INGENIEUR-WESEN  
FEDERACIÓN EUROPEA DE INGENIERÍA QUÍMICA  
FEDERAZIONE EUROPEA DELL' INGEGNERIA CHIMICA**

**MINUTES OF THE 64<sup>th</sup> MEETING (BUSINESS MEETINGS) OF THE EFCE WORKING PARTY  
ON LOSS PREVENTION IN THE PROCESS INDUSTRIES, PRAHA, 31<sup>st</sup> MAY 2004**

**Present:**

Professor Dr Ir HJ Pasman	(Chairman)	The Netherlands
Dr M Considine	(Secretary)	UK
Dr Ing J Skarka		Czech Republic
Ing L Ivanek		Czech Republic
Dr A Bernatik		Czech Republic
Professor F Babinec		Czech Republic
Professor Dr Ing A Kolaczowski		Poland
Professor Dr H G Schecker		Germany
Mr P Guterl		Germany
Dr Ing P Schmelzer		Germany
Dr Ing S Senni Buratti		Italy
Professor Ing R Pastorino		Italy
Mr P J Bots		Finland
Mr J-L Py		France
Dr G Suter		Switzerland
Professor Ir J Clerinx		Belgium
Ir E De Rademaeker		Belgium
Dr O Fredholm		Sweden
Mr A Jacobsson		Sweden
Mr N Jensen		Denmark
Mr R D Turney		UK

**Apologies:**

Professor J Cistero	Spain
Dr B Fabiano	Italy
Dr S Duffield	Italy
Professor J Suokas	Finland

**1. Review of Praha Conference**

There was unanimous recognition that the Praha event had been an unqualified success and congratulated Professor Skarka and the other representatives from the Czech Republic for their efforts in making it so.

It was agreed that the review would focus only on organisational aspects since the one day session scheduled for the following day would address the technical issues.

In a round table review the following items were raised as possible lessons for Edinburgh 2007:

- There should be greater opportunities for the chairman and presenters to meet before the start of the session. This could be accomplished by prearranged meal/refreshment sessions

- Insufficient time for waiter served lunch meant that post lunch session chairman did not have enough time to eat
- The synchronicity of parallel sessions could be improved
- Need to raise the level of industry attendance
- The table detailing the conference overview (parallel sessions) should contain information on the subject topics as well as authors names
- There was a need for an additional microphone in each room for use during the question and answer session
- Level of technical support was excellent
- Use of politicians as plenary speakers led to slow start for conference
- Too many presentations. Too many parallel sessions. 3 parallel sessions is probably maximum
- Short presentations did not allow adequate time for discussion
- Need to limit number of slides for short presentations
- Procedural information not always fully communicated
- Time schedules for social programme were too tight (ie insufficient time between end of sessions and start of event)
- Posters were not visited by many people – poor location, inadequate free time. Should be a separate session to visit posters. Should be an award for best poster to be judged by industry reps.
- There was some sound disturbance between some of the rooms.
- Conference was located too far from city centre but transport was excellent
- There were a few speaker no shows. If speakers don't register and pay then they should not appear in the proceedings
- There was a good link between the programme and electronic media
- Room for improved preparation by chairmen. Chairmen should have read papers and come prepared with one or two questions on each to stimulate discussion if needed.
- Too few people participated in the meeting convened to select the papers
- Electronic receipt of papers provided real problems over size of files, prevention of incoming viruses
- Need for safety briefings to cover fire and evacuation arrangements at conference and social events

Some additional comments were provided by Robin Turney (see Attachment 2)

## **2. Election of Chairman**

Georg Suter was elected as chairman to serve for a period of three years. He would take over as chairman for the next meeting (65<sup>th</sup>).

## **3. Other Activities (New Ideas Sub Committee)**

A workshop on risk perception, risk acceptability and risk communication would be held sometime in 2006. Nils Jensen and Eddie de Rademaeker volunteered to develop proposals for the next meeting. A workshop on Land Use Planning was also suggested for the future.

**Action** N Jensen and E de Reademaker to develop proposals for workshop on risk

Process Safety in Education should be a topic for the next meeting.

**Action** M Considine to include in agenda for next meeting.

**Action** R Turney to forward questionnaire to WP members

**Action** WP members for each country to elicit responses to questionnaire

Lessons learned from accidents should be a future agenda item for each meeting.  
**Action M** Considine to include in agenda for next meeting.

#### **4. Edinburgh 2007. Timetable of Activities**

Robin Turney presented the following timetable of activities for Edinburgh 2007:

1 <sup>st</sup> circular	May 2005
1 <sup>st</sup> call for papers	March 2006
Abstract deadline	30 June, 2006
Review of abstracts	15 September, 2006
Authors informed	15 October, 2006
Preliminary programme	November 2006
Full paper deadline	15 January, 2007
Review of papers	1 March, 2007
Presentation and final programme	22 – 24 May, 2007

This was agreed but with the following modifications:

Full Paper Deadline.	Declared deadline to be 1st working day in 2007. Internal/ undeclared deadline to be 1 Feb 2007
Circulation of Papers to WP	Mid February
Review of papers	1 March 2007 (no change)

#### **5 Date of next meeting**

The research meeting would be held the following day. The next meeting of the Working Party would be 22<sup>nd</sup> October 2004. The location would be chosen for convenience of travel within a day (eg Frankfurt, Brussels, Paris).

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## ATTACHMENT 2

### FEEDBACK FROM ROBIN TURNEY ON LESSONS FROM PRAGUE SYMPOSIUM

#### **Loss Prevention Symposium Prague 2004 Notes on Review Meeting 3 June 2004**

#### **Conclusions relevant to Edinburgh 2007**

##### **1) Some Statistics**

Participants	450-460
Papers submitted	350
Papers accepted	220
Final papers	220 ( not the same 220)
Full	90
Short	90
Poster only	40

##### **2) Plenary**

Need to keep as short as possible, say 90 minute max.  
Need to select speakers on what they can offer to delegates.

Avoid 'worthy' speakers.

##### **3) Programme**

Provide an overview of whole symposium at plenary  
Provide better printed overview so that delegates can see subject of presentations.

##### **4) Proceedings**

Price included book of abstracts & CD of full papers.  
120 people ordered full proceedings at additional cost.  
Coding for papers was difficult to follow.

##### **5) Paper Submission**

**Need to attract more high quality papers.**

All submitted and accepted by internet.

At peak needed large memory capacity to hold all papers submitted.

**Security problem with several viruses submitted every day.**

**Potentially a serious problem. Need to consider improved security for Edinburgh.**

##### **6) Posters & Papers**

Too little time to view posters or to discuss with authors.

MC suggestion to hold welcome drink alongside posters.

Author CV's hard to obtain. Suggest these are submitted along with paper on form which will limit length of CV. This could then be available to chairman in printed form.

Need opportunity for speakers to meet with chairman. Speaker breakfast or lunch?

##### **7) Publicity**

To attract Industry attendees website needs to show selections of papers based on reader profile of interests.