

INTERNATIONAL INCE

MINUTES OF THE GENERAL ASSEMBLY MEETING MONDAY, 2003 AUGUST 25 JEJU ISLAND, REPUBLIC OF KOREA

1. **Opening:** President T. Kihlman opened the General Assembly meeting of the International Institute of Noise Control Engineering (I-INCE) at 13.09 on Monday, 2003 August 25.

2. **Roll Call:**

Representatives of the following Member Societies were present:

Belgium:	Belgische Akoestische Vereniging
Brazil:	Sociedade Brasileira de Acustica
Canada:	Canadian Acoustical Association.
China:	Acoustical Society of China
Czech Republic:	Czech Acoustical Society
Denmark:	Danish Acoustical Society
France:	Societe Francaise d' Acoustique
Germany:	Deutsche Gesellschaft für Akustik
Hungary:	Acoustical Commission of the Hungarian Academy of Sciences
Hungary:	OPAKFI
Japan:	INCE/Japan
Japan:	Acoustical Society of Japan
Korea:	Acoustical Society. of Korea
Korea:	Korean Society for Noise and Vibration Engineering
Netherlands:	Nederlands Akoestisch Genootschap
New Zealand:	New Zealand Acoustical Society
Poland:	Committee on Acoustics - Polish Academy of Sciences
Spain:	Sociedad Espanola de Acustica
Turkey:	Turkish Acoustical Society
United States:	Acoustical Society of America
United States:	Institute of Noise Control Engineering of the USA

Absent:

Australia:	Australian Acoustical Society
Austria:	Österreichische Arbeitsring für Lärmbekämpfung
Finland:	Acoustical Society of Finland
Germany:	NALS im DIN und VDI
Greece:	Hellenic Acoustical Society
Hong Kong:	Hong Kong Institute of Acoustics
Italy:	Associazione Italiana di Acustica
Lithuania:	Lithuanian Acoustical Society
Mexico:	Instituto Mexicana de Acustica
Norway:	Acoustical Society of Norway
Portugal:	Sociedade Portuguesa de Acustica
Romania:	Academia Romana Comisia d' Acustica

Singapore: The Environmental Engineering Society of Singapore
 Slovakia: Slovak Acoustical Society
 Slovenia: Slovenian Acoustical Society
 South Africa: South African Acoustics Inst.
 Sweden: Swedish Acoustical Society
 Switzerland: Schweizerische Gesellschaft für Akustik
 United Kingdom: Institute of Acoustics

3. Agenda:

The agenda was approved with the addition of reports on INTER-NOISE 2003 and INTER-NOISE 2006 added to item 12. Items 11, 12, and 14 were taken first at the meeting. The approved and revised agenda, without reordering, is appended as Attachment 1.

4. Minutes:

The Minutes of the 28th meeting of the General Assembly (2002) were distributed. The Minutes were approved without discussion.

5. Report of the President:

President Kihlman reported as follows:

- INTER-NOISE 2008 will be held in the Asia-Pacific region. Member Societies from the Asia-Pacific region were invited to present informal proposals for the Congress at the Congress Selection Committee meeting in 2004.
- There are currently six Sustaining Members of I-INCE. I-INCE wants to substantially increase this number. The General Assembly delegates were asked to help with this effort.
- The following were elected as new officers of I-INCE at the Board of Directors meeting:

Office:	Office holder:	Nominated for the office:
President	Tor Kihlman	Hideki Tachibana (2004/01 – 2007/12)
President-Elect	Hideki Tachibana	Gilles Daigle (2004/01 – 2007/12)
Immediate Past President	Bill Lang	Tor Kihlman (2004/01 – 2007/12)
VP Publications & E-in-C	George Maling	George Maling (2004/01 – 2004/12)
VP Pan-America	Robert Bernhard+	Paul Donovan (2004/01 – 2006/12)
VP Global Noise Policy		Bill Lang (2004/01 – 2006/12)
Director representing I-N 97	Andras Illenyi	
Director representing I-N 03*		Hee Joon Eun (2004/01 – 2009/12)
Distinguished Board Member	Per Bruel	Per Bruel (2004/01 – 2004/12)

The complete slate of Officers and Directors of I-INCE is appended as Attachment 2.

6. Report of the Secretary General:

I-INCE Secretariat

The I-INCE Secretariat is well established at Purdue University. The largest remaining challenge is maintaining contact information and getting good response from Member Societies. The Secretariat is attempting to develop secondary contacts for I-INCE business to ensure that communication with the Member Societies is maintained.

I-INCE web site

The I-INCE web site is well established. The Secretary-General is the Webmaster and is responsible for development of content. The National Research Council of Canada, through G. Daigle, is the host for the web site. The address of the web site is www.i-ince.org. Suggestions for improvements of the web site are welcome.

Member Society Applications

- The application of INCE/Europe for membership in I-INCE was presented by President Kihlman. During the discussion period, the delegate from Germany – DEGA rose to inform the General Assembly that the relationship between INCE/Europe and the European Acoustical Association (EAA) had not yet been formalized. President Kihlman recounted for the General Assembly some of the history of the application of INCE/Europe for membership. The first application was in 1999. At that time INCE/Europe was asked to clarify its role relative to the other I-INCE Member Societies in Europe and EAA. In the three years since that application, INCE/Europe has answered these questions to the satisfaction of the I-INCE Board and the Board recommends that the application of INCE/Europe be approved. The vote to accept the application from I-INCE/Europe was 21 For, 2 Against, and 1 Abstain.
- An application for membership for the Sociedad Chilena de Acustica (SOCHA) was presented to the General Assembly. The application met all of the requirements for membership in I-INCE. The Board of Directors recommended that the application be approved. The application was approved unanimously by the General Assembly.
- No requests for change of the status of a Member Society were received in time for the General Assembly meeting.

7. Report of the Treasurer:

The supporting data for the report of the treasurer is posted on the I-INCE web site at www.i-ince.org.

Payment of Dues. The Treasurer reported that the current status of payment of dues is typical of mid-year status. There did not appear to be any significant problems.

Financial Report. The financial report for the year ending 2002 December 31 was presented. The balance in the I-INCE account, as of 2002 December 31, was 92,104.21 euros.

Budget 2003. The draft I-INCE budget for the year from 2003 January 01 to 2003 December 31 was presented. Total budgeted income for the year was 19,830 euros. Total budgeted expenses for year 2003 was 24,327.60 euros. Expenses exceed income because there will be two payments for *NNI* in the 2003 fiscal year.

Estimated Budget 2004. A draft I-INCE budget for the year from 2004 January 01 to 2004 December 31 was presented. Estimated income was approximately 22,605 euros. Estimated expenses were approximately 20,500 euros.

8. Approval of I-INCE Rules

I-INCE Rules, Part 6, approved in 2002, set up the process for establishing Technical Sections. The requirements were met for five Technical Sections of I-INCE; Technical Section 1: Emission, Technical Section 2: Vibration and Shock, Technical Section 3: Immission, Technical Section 4: Instruments and Analysis, and Technical Section 5: Requirements and Policies. The Board reviewed these petitions and the objectives of the Technical Sections and recommended that the General Assembly approve the establishment of the five proposals. The five Technical Sections were approved unanimously by the General Assembly.

Plans for luncheon meetings of the Technical Sections at INTER-NOISE 2003 were announced to the General Assembly.

9. Congress Selection Committee Election

The terms of the members of the Congress Selection Committee (CSC) were reviewed prior to the meeting. At this meeting of the General Assembly it was necessary to elect one member of the CSC for 3-year terms from each of the three geographic regions. To properly constitute the CSC it was also necessary to elect members for 1-year terms from Asia-Pacific and from Pan America. Nominations for each position were invited from the floor. In each case only one candidate was proposed. Each candidate was elected unanimously. The following were elected for three year terms; Jean Pierre Clairbois of Belgium for Europe-Africa, Bob Hellweg of the USA for Pan America, and Yang-Hann Kim of Korea for Asia-Pacific. The following were elected for 1-year terms; Samir Gerges of Brazil for Pan America and Sonoko Kuwano of Japan for Asia-Pacific.

President: Hideki Tachibana	2004-2008
VP Europe/Africa: B. Berry	2003-2005
VP Pan America: P. Donovan	2004-2006
VP Asia Pacific: M. Koyasu	2003-2005

Europe-Africa	
B. Schulte-Fortkamp	2002-2004
N. Porter	2003-2005
J. P. Clairbois	2004-2006

Pan America	
S. Gerges	2004-2004
P. Schomer	2003-2005
B. Hellweg	2004-2006

Asia-Pacific	
M. Burgess	2002-2004
S. Kuwano	2004-2004
Y.-H. Kim	2004-2006

10. Finances of I-INCE

Dues

Dues have been constant since 1998. Many of the new initiatives of I-INCE will cost small amounts of money. In addition, inflationary increases are needed. The Board proposed that dues be increased to \$225 for small members, \$450 for medium members, and \$675 for large members. This recommendation was accepted without comment.

The Board also recommended that dues be indexed annually by the General Assembly to avoid large sudden increases. This proposal was also accepted unanimously.

11. INTER-NOISE 2004

INTER-NOISE 2004 will be held in Prague, the Czech Republic on 2004 August 22-25. O. Jiricek gave a brief summary of planning for the Congress and invited the delegates to attend the Next Congress Planning Committee meeting on Wednesday afternoon, 2003 August 27.

12. Other INTER-NOISE Congresses

INTER-NOISE 2003 A summary of statistical information about the Congress was presented by H-J. Eun. At the Congress there was one tutorial, approximately 658 including nine keynote papers and 103 posters. The exhibition included 46 booths. Preregistration totaled 656 persons. Other details about transportation, lunches, and the venue were also discussed.

INTER-NOISE 2005 INTER-NOISE 2005 will be held in Rio de Janeiro, Brazil 2005 August 07-10. S. Gerges presented a summary of the planning for INTER-NOISE 2005.

INTER-NOISE 2006 INCE/USA and INCE/Japan will jointly organize INTER-NOISE 2006. D. Holger and S. Kuwano, Co-Presidents of the Congress, gave a summary of meeting preparations. The meeting will be held 2006 December 03-06 in Honolulu, Hawaii, USA immediately following a joint meeting of ASA and ASJ. Hotel contracts have been signed with the Sheraton Waikiki.

13. Technical Initiatives

TSG 6 Environmental Noise Impact Assessment

On behalf of A. Marsh, W. Lang presented a proposal to establish Technical Study Group 6, Environmental Noise Impact Assessment (TSG 6). The scope of TSG 6 has been revised since its original approval. The Board of Directors and the VP - Technical Activities, have approved a new convener, Larry Finegold, and new scope. The revised scope is appended as Attachment 3. Member Societies have appointed approximately 18 members to the TSG. The membership is listed in Attachment 4. The Belgian delegate asked if other members could be added. He was encouraged to work with the Convener through his Member Society in Belgium. The proposal to form TSG 6 was approved unanimously by the General Assembly.

Progress of I-INCE Technical Study Groups

W. Lang, on behalf of A. Marsh, summarized the activities of TSG 1-5 since 2002 August. The written version of this report is appended as Attachment 5. There were no questions or discussion.

I-INCE TSG Publication Schedule

W. Lang, again on behalf of A. Marsh, gave a report on the schedule for potential publications of TSG activities. The written version of this report is appended as Attachment 7. There were no questions or discussion.

14. Communications

George Maling reported that the publication of *Noise News International* (NNI) faces fewer challenges than a year ago. The budget is balanced. Balancing was accomplished by moving production to Iowa State University and moving the responsibility for advertising sales to Rich Peppin. This resulted in both lower publishing costs and higher advertising income. In the next year the staff will be looking to improve mailing lists and distribution.

15. Other Business

No other business was proposed from the floor.

16. Closing of the Meeting

The next meeting of the I-INCE General Assembly will be 2004 August 22 at a time and place to be announced in Prague, the Czech Republic. President Kihlman closed the 29th meeting of the I-INCE General Assembly at 14.55.

Respectfully submitted,

Robert J. Bernhard
Secretary General

Attachment 1



**Agenda
General Assembly Meeting**

Room: To be determined
International Convention Center
Seogwipo, Jeju Island, Korea,

2003 August 25; 1400-1700 (*changed to 1300 – 1530*)

1. Opening of the meeting by the President.
2. Roll call of delegates.
3. Adoption of the Agenda.
4. Approval of the minutes of the Twenty-eighth Meeting held in Dearborn, MI, USA, 2002 August 18. (The draft minutes are posted on the I-INCE web site at www.i-ince.org)
5. Report of the President.
(includes report of the Nominating Committee).
6. Report of the Secretary-General on the affairs of I-INCE.
 - Report of the Secretariat
 - Report on the I-INCE web site
 - Matters relating to I-INCE membership
 - Final approval of INCE/Europe's membership application
 - Other membership petitions
 - Petitions for change in category status (if any).
7. Report of the Treasurer of I-INCE
 - Review of payments by Member Societies.
 - Review of the audited account for fiscal year 2002.
 - Review of the budget for 2003.
 - Consideration of preliminary budget for 2004.

8. Establishment of Technical Sections
Part 6 of the Rules of I-INCE was approved at the General Assembly meeting in 2002. Discussion of the Technical Sections and approval of the formation of Technical Sections will be considered at the General Assembly meeting.
9. Membership of the Congress Selection Committee (CSC).
According to the procedures of the CSC (I-INCE Rules, Part 3) as posted on the web on 2000.01.23, the General Assembly shall appoint three members who shall serve for a three-year term; nominations shall be called for under this item of the agenda.
10. Finances of I-INCE.
Several matters relating to future financing of the Institute will be discussed including the Boards deliberations on a possible dues increases and the improvement of the Sustaining Members program.
11. Report on planning for INTER-NOISE 2004 (Prague, Czech Republic) by a member of the congress organizing committee and a report of the Next Congress Planning Committee (NCPC).
12. *Report on INTER-NOISE 2003 in Jeju Island, Republic of Korea.* Report on planning for INTER-NOISE 2005 (Rio de Janeiro, Brazil) by a member of the congress organizing committee. *Report of planning for INTER-NOISE 2006 in Honolulu, Hawaii, USA.*
13. Report on status of current I-INCE technical initiatives.
14. Report of the I-INCE Vice President for Communications on future plans for *Noise News International* including discussion of improving the distribution of *NNI*.
15. Other business.
16. Time and place of the next meeting.
17. Closing of the meeting.

Robert J. Bernhard
Secretary General

Attachment 2

I-INCE Officers and Directors (2004.01.01)

Office:	Office holder:	Term (yrs.):	Ending:
President	Hideki Tachibana	4	2007.12.31
President-Elect	Gilles Daigle	4	2007.12.31
Immediate Past President	Tor Kihlman	4	2007.12.31
Secretary General	Robert Bernhard	4	2004.12.31
Treasurer	Gerrit Vermeir	4	2004.12.31
VP Asia-Pacific	Masaru Koyasu	3	2005.12.31
VP Europe Africa	Bernard Berry	3	2005.12.31
VP Pan-America	Paul Donavan	3	2006.12.31
VP Publications & E-in-C	George Maling	1	2004.12.31
VP Development	Gilles Daigle	3	2005.12.31
VP Technical Activities	Alan Marsh	3	2005.12.31
VP Global Noise Policy	Bill Lang	3	2006.12.31
Director representing I-N 98	Harold Marshall	6	2004.12.31
Director representing I-N 99	Joseph Cuschieri	6	2005.12.31
Director representing I-N 00	Michel Vallet	6	2006.12.31
Director representing I-N 01	Tjeert ten Wolde	6	2007.12.31
Director representing I-N 02	Raj Singh	6	2008.12.31
Director representing I-N 03	Hee Joon Eun	6	2009.12.31
Distinguished Board Member	Per Bruel	1	2004.12.31

2003.10.03

Attachment 3

International Institute of Noise Control Engineering (I-INCE) Technical Study Group (TSG) #6, Community Noise: Environmental Noise Impact Assessment and Mitigation

Revised Scope (2002 August 31)

The objective for this working group is to provide practical guidance to policy makers who are involved with regulation and control of community exposure to environmental noise, excluding the noise generated by neighbors. The Final Report of I-INCE TSG #6, will focus on performing an environmental impact analysis, but will also provide information on the use of dose-response relationship and land use planning, to achieve the goal of effective control of exposure to environmental noise. The report will be aimed primarily at a non-technical audience. It will advocate a flexible approach to control of exposure to environmental noise in a community through informed choices for the estimated costs of achieving various degrees of noise control. The report will also indicate areas that need further standardization and research.

The emphasis of the report will be on how a well-conceived environmental impact analysis process (EIAP) can be an integral part of an effective strategy for control of environmental noise, with land use planning as an essential element of the strategy, especially for countries that are still experiencing substantial community development. The report from will also address the issues of how noise control policies may have to account for national and global regional differences in cultures and expectations, differences in national perceptions of the appropriate role of government, differences in the availability of financing and technical support for effective noise control, and differences in the willingness of populations to accept a long-term commitment to implement the required regulations and noise control measures.

Proposed Final Report Table of Contents:

1. INTRODUCTION: Objective and background of I-INCE TSG #6
2. RATIONALE: Why do we need I-INCE guidelines for control of exposure to community noise?
3. BACKGROUND: An introduction to effective control of community noise
 - 2.1 Overview of recommended strategy
 - 2.1.1 Relationship between national and local noise policies
 - 2.1.2 Relationship between noise emission and noise immission criteria
 - 2.1.3 Importance of land use planning
 - 2.2 Scientific foundation for noise policies

2.3 The Environmental Impact Analysis Process

2.4 Community involvement

4. THE GUIDELINES

4.1. Stage A: Describe the noise problem

4.2. Stage B: Identify potential solutions

4.3. Stage C: Obtain and process the required information

4.4. Stage D: Balance costs and benefits

4.5. Stage E: Recommend solutions and negotiate final Record of Decision

4.6. Stage F: Monitoring implementation of solution and resolution of disputes

4.7. Idealized Process Flow Chart

5. CASE EXAMPLES

5.1. New housing near an existing railway line

5.2. Options for control of aircraft noise at night

5.3. A new road near existing housing

5.4. Industrial fan noise

APPENDIX

Appendix A: Definitions of Terms

**I-INCE TSG #6, Community Noise:
Environmental Noise Impact Assessment and Mitigation**

Convener Lawrence Finegold [LSFinegold@earthlink.net]

Member Societies and representatives

Australia (Australian Acoustical Society)

Stephen Samuels [s.samuels@unsw.edu.au]

2003 substitute [David.Southgate@dotars.gov.au] **

Austria (Osterreichischer Arbeitsring fur Larmbekampfung)

Werner Talasch [tal@m22.magwien.gv.at]

Germany (DEGA)

Brigitte Schulte-Fortkamp [brigitte@aku.physik.uni-oldenburg.de]

Germany (NALS)

Dieter Gottlob [dieter.gottlob@uba.de]

Hong Kong (Hong Kong Institute of Acoustics)

Maurice Yeung [mklyeung@epd.gov.hk]

Italy (Associazione Italiana di Acoustica)

Giovanni Brambilla [brambilla@idac.rm.cnr.it]

Japan (INCE/Japan)

Hideki Tachibana [tachibana@iis.u-tokyo.ac.jp]

Japan (Acoustical Society of Japan)

Hideki Tachibana [tachibana@iis.u-tokyo.ac.jp]

Korea (Korean Society for Noise and Vibration Engineering)

Soogab Lee [solee@plaza.snu.ac.kr]

Lithuania (Lithuanian Acoustical Society)

Danielius Guzas

Norway (Norwegian Acoustical Society)

Ronny Klæboe [rk@toi.no]

New Zealand (New Zealand Acoustical Society)

Philip Dickinson [philip_d@iconz.co.nz]

Republic of South Africa (South African Acoustics Institute)

Verster Meij [gvmeij@xsinet.co.za]

Slovakia (Slovak Acoustical Society)

Ferdinand Dezelak [ferdo.dezelak@zvd.si]

Sweden (Swedish Acoustical Society)

Evy Ohrstrom [evy.ohrstrom@envmed.gu.se]

United Kingdom (Institute of Acoustics)

Nicole Porter [nicole.porter@virgin.net]

U.S.A. (Acoustical Society of America)

Henning von Gierke [hvongierke@woh.rr.com]

U.S.A. (INCE USA)

Henning von Gierke [hvongierke@woh.rr.com]

Consultants

The convener may add a few important consultants to the TSG.

Attachment 5

TSG progress

Progress since 2002 August for I-INCE Technical Study Groups

TSG 1, Noise of Recreational Activities in Outdoor Areas, Phillip Dickinson, Convener

The Convener prepared a single-author manuscript for an invited paper for INTER-NOISE 03. The manuscript summarized the activities and information gathered by the TSG. The manuscript may not be included in the Program because the author could not attend the Congress and did not pay the registration fee. This manuscript should be useful as the basis for a draft of the report from TSG 1 with its findings and recommendations.

TSG 2, Noise Labels for Consumer and Industrial Products, Bernard Berry, Convener

I have no information concerning the activities of TSG 2 since 2002 August.

TSG 3, Assessment of the Effectiveness of Noise Policies and Regulations, Hideki Tachibana and William Lang, Co-Conveners

TSG 3 has made considerable progress since the meeting during INTER-NOISE 02 in Dearborn. For the consideration and discussion on global noise policy in I-INCE, it is necessary to assemble and catalogue the legislation in each country as basic data. TSG#3 has carried out questionnaire surveys and a final report has been drafted. The content of this report is inadequate at present and will be supplemented by future work. It has been realized that there are major differences in the legislative policies (characteristics of noise regulation/guidelines/standards etc.), noise indicators, noise assessment/measurement method around the world. In European countries, unification of the assessment method for environmental noises is now proceeding under the EU Directive. This problem is very important and has to be discussed internationally. When considering noise assessment method and indicators, not only monitoring (measurement) of existing noise situations but also prediction (impact assessment) of future noise situations has to be taken into account. On this point, the noise prediction/calculation methods used in each country should be surveyed internationally.

TSG 4, Noise and Reverberation Control for Schoolrooms, Zerhan Karabiber and Michel Vallet, Co-Conveners

TSG 4 met during INTER-NOISE 02 in Dearborn, Michigan where the member's assignments to provide data on sound levels in classrooms and policies on permissible noise levels were reviewed. Since then, the Conveners have encouraged the members to complete their assignments and submit information. The Co-Conveners produced and submitted a manuscript for an invited paper for INTER-NOISE 03 summarizing the work of TSG 4. Because neither Co-Convener could attend INTER-NOISE 03, no registration fee was paid and the paper may not be included in the Program. A request to waive the fee was made, but may not have been honored.

TSG 5, Noise as a Global Policy Issue, Tjeert ten Wolde and William Lang, Co-Conveners

In the year since INTER-NOISE 02, the Conveners, with inputs from the members of the TSG, have labored to produce drafts of the planned 4-part report from TSG 5. Drafts of the parts will be reviewed at a meeting of the TSG to be held during INTER-NOISE 03.

No meeting of TSG 1, TSG 2, and TSG 4 will occur during INTER-NOISE 03.

Meetings of TSG 3, TSG 5, and TSG 6 were scheduled to occur during INTER-NOISE 03.

Alan Marsh
Vice President-Technical Activities
2003 August 18

Attachment 6

TSG Publication Report

Potential Publication Schedule for I-INCE reports from Technical Study Groups

From correspondence with the Convener of TSG 1 on noise in recreational areas, I understand that no additional information is expected from the Members of the TSG. Hence, the paper prepared by the Convener for presentation at INTER-NOISE 03 (which may not be included in the Program because the Convener was not able to attend the Congress and did not pay the registration fee) will serve as the basis for the draft of the final report. With that background, it is possible, with encouragement, that an I-INCE report from TSG 1 could be ready for review in 2004 and publication in 2005.

I have no information from TSG 2 or TSG 3 to use as the basis for estimating a date for publication of an I-INCE report of the result of the work performed by these two Technical Study Groups. Hideki Tachibana may be able to estimate a date when a complete draft of the report from TSG 3 will be ready for review by the I-INCE Board of Directors.

For TSG 4 on classroom acoustics, it appears that progress has been slow and that we will be lucky to have a draft ready for review in 2005 with potential publication in 2007, if we agree to such a schedule.

For TSG 5, the Co-Conveners and members of the TSG have worked hard since INTER-NOISE 02 on preparation of drafts of a multi-part report related to noise policies. If the momentum is maintained, publication of an I-INCE report from TSG 5 should occur in 2005, possibly in 2004.

It is too early to be able to estimate a date when a complete draft from TSG 6 might be ready for review by the I-INCE Board of Directors. My guess is that it will not be before some time in 2005 with possible publication in 2007.

Alan Marsh
Vice President-Technical Activities