

MODULE 6

RURAL ROAD MAINTENANCE MANAGEMENT PROCESS

Objectives

After fulfilling Module 6, you will be able to:

- Understand main activities in the management process of rural road maintenance.
- Understand your own positions and responsibilities in rural road management process.
- Self-Assessment

Requirement

The participants are required to have comprehended following modules:

Module 1: "*Rural Road Network*"

Module 2: "*The Concepts of Rural Road Maintenance*"

Module 5: "*Fund Mobilization and Rural Road Maintenance Implementation*"

Methodology

- The participants are introduced the Annual Rural Road Maintenance management process and the main activities in the process.
- The participants apply the Annual Rural Road Maintenance management process to their own local circumstances.
- The participants will find out the relationship between Rural Road Maintenance activities and their own responsibilities.
- Self-Assessment

Training Kit

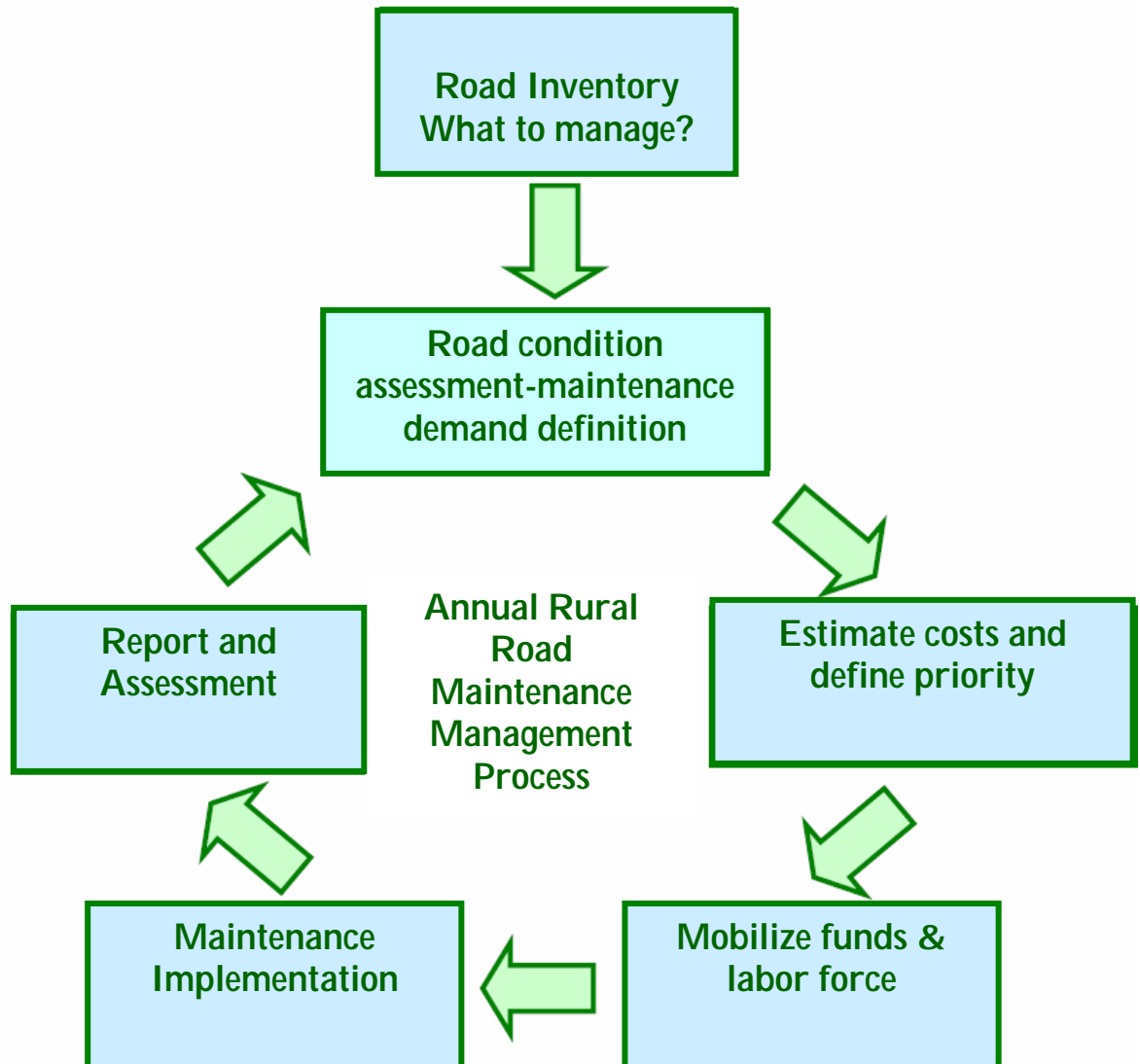
- Rural Road Maintenance Handbook
- Module 6 "*Rural Road Maintenance Management Process*"

Studying Activities

1. Learn about the Annual Rural Road Maintenance Management Process
2. Compare the Annual Rural Road Maintenance Management Process with road maintenance management at local conditions
3. Learn about your own daily activities in relation with road maintenance management.
4. Self - assessment

1. Learn about the Annual Rural Road Maintenance Management Process

☞ Look at the Annual Rural Road Maintenance Management Process Chart



☞ Look at the below *picture* to understand *main tasks and participants* in each stage of the annual management process



Road Inventory

- Sketch the Commune Road Network and mark on-road structures.
- Establish a Road Inventory (length, pavement type, width, number of bridges and culverts..., material sources.
- Establish a Bridge Inventory (position, structure types, loading capacity, length...)



Road condition assessment-maintenance demand definition

- Field Survey.
- Fill in the Survey Form.
- Compare the road quality assessment standards to define maintenance demand



Determine quantity, costs and define priority

- Establish the quantity of road maintenance
- Estimate the cost for road maintenance
- Define priorities for road maintenance activities



Raising funds & other resources

- Establish the fund mobilization plan
- Balance the budget to allocate budget
- Balance funding sources, establish a specific fund for maintenance.
- Mobilize the community to contribute for road maintenance



Maintenance Implementation

- Implement maintenance program in compliance with approved plan and specifications



Report and Assessment

- Quantity Measurement, quality assessment of road maintenance activities
- Prepare the report of road condition and completed road maintenance works.



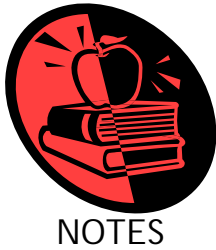
CDOT Staff



Commune Leaders



Units, organizations or individuals take part in maintenance



A complete management process + capital = Good Rural Road Network

2. Apply to Rural Road Maintenance Management in Local Conditions

☞ Fill in the below figure with tasks that Commune Transport Staff of your local undertakes concurrently



☞ Recall the steps in the above *Annual Rural Road Maintenance Management Process*, and complete tasks that have been undertaken by your Commune Transport Staff in the table below

1. Establish Road Inventory Document.....

2.

3.

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Recall duties of *Commune Leaders* in Rural Road Maintenance Process and fill in blacks below maintenance tasks that they have undertaken



1. Establish proposals to apply for Province Budget for Commune Road Maintenance.
2.
3.
-
-
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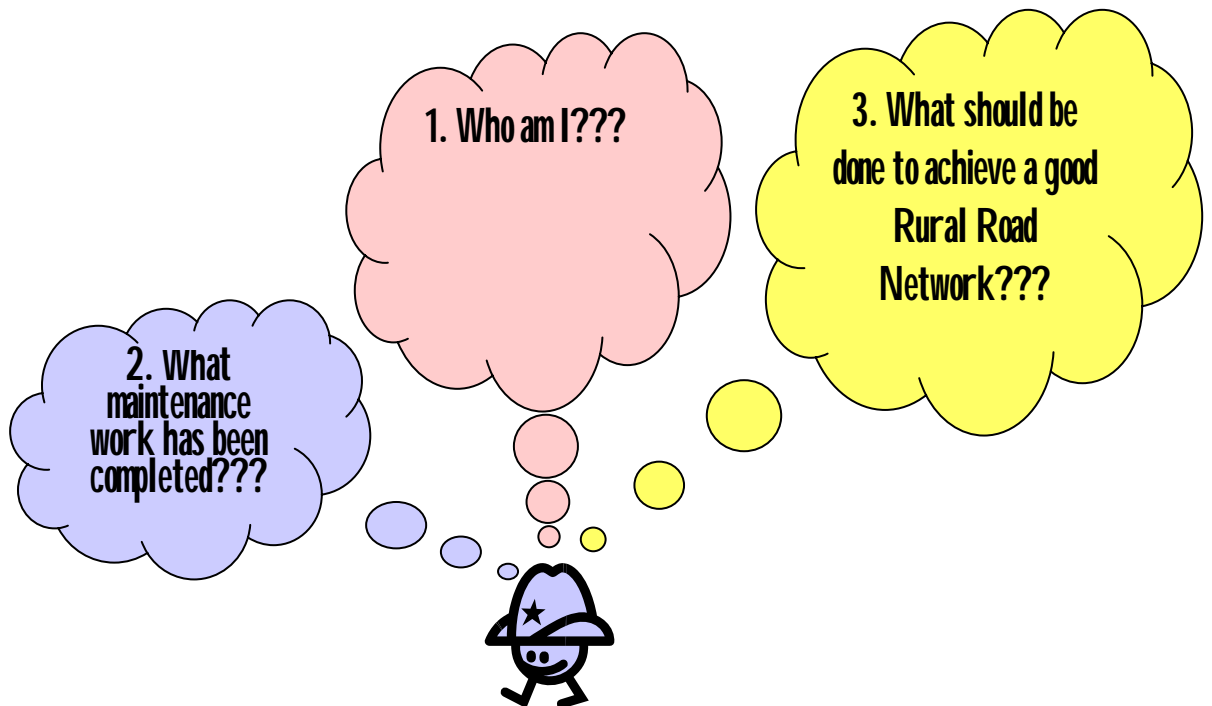
NOTES

In order to complete the Annual Management Process, each member should attempt to complete his/her own tasks.

3. Apply to your daily work and activities for Rural Road Maintenance



Look at below drawings and questions



 *Answer* above questions in the below table

Question 1
Question 2	1..... 2.....
Question 3	1..... 2..... 3.....

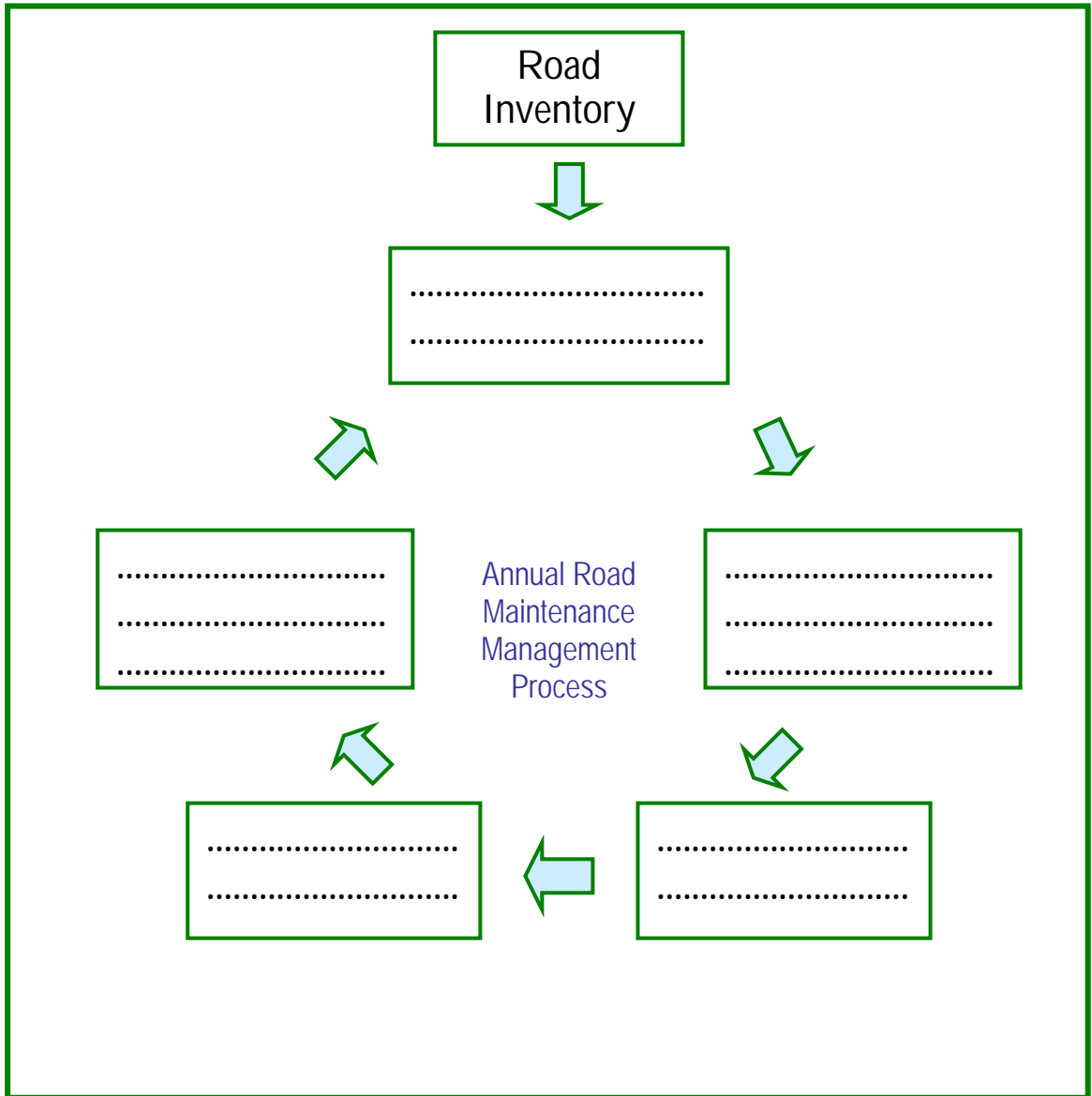


NOTES

Whoever you are, your effort is very important to the Road Network – You are a link/a vital part in the process



1. Complete the below Annual Rural Road Maintenance Management Process



Good

Not good

1. Link following tasks with the appropriate person in picture on the right

1. *Measuring area of defected road surface*

2. *Repair road surface defects*

3. *Organize meetings with Enterprises in Commune relating to fund mobilization for the Commune Road Maintenance*

4. *Review the Commune Road Maintenance plan*

5. *Check completed road maintenance works*

6. *Prepare the Road Maintenance Estimation*

7. *Allocate Commune Budget for rural road maintenance*

8. *Establish Road Inventory Documents*

9. *Sign contract with contractors to implement Commune Road Maintenance*



Good

Not good