

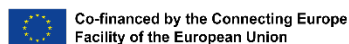


# Corridor Information Document

## Book 4

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# Procedures for Capacity and Traffic Management for timetable 2020



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## Version Control

Version number	Chapter changed	Changes	X marks which part in the chapter concerned has been changed	
			Common part	Corridor specific part
14/01/2019	All	Main changes compared to TT2019 version: <ul style="list-style-type: none"> <li>- Alignments to CID common structure</li> <li>- Update IM specific rules</li> <li>- Deletion partial offer processes</li> </ul>	x	x
	1	Reference to TTR	x	x
	3.4.3	Rewording actions pre-booking phase	x	
	3.7.1	Modification possibilities changed	x	
	4.2	Reference to Annex.VII	x	
	4.3	Revision Corridor level coordination	x	x
	4.4	New subchapter 'Conflict Resolution Process'	x	
	4.6	Criteria and dates for publication updated according to Annex VII	x	
	5	Reference to ICM	x	
	5.1	Updated RFC NSM border list		x
	5.3	Reference to ICM	x	x
	5.3.3	Addition subchapter 'Allocation rules in the event of disturbance'	x	
	6	Detailed process TPM (previously in Book 5)		x
	Annex 4.A	FCA TT2020	x	
	Annex 4.C	Addition Geneve border sections	x	
	Annex 4.D	Switzerland info updated concerning stopping time at Basel yard and additional text for France	x	

	2	RFC North Sea - Med C-OSS name and contact updated		X
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# 1. Introduction

This CID Book 4 describes the procedures for capacity allocation by the Corridor One-Stop-Shop (C-OSS established by the Management Board (MB) of Rail Freight Corridor North Sea - Mediterranean consisting of the Infrastructure Managers (IMs) / Allocation Bodies (ABs) on the Corridor), planned Temporary Capacity Restrictions (TCRs), Traffic Management and Train Performance Management on the Rail Freight Corridors.

All rules concerning applicants, the use of the C-OSS and its products — Pre-Arranged Paths (PaPs) and Reserve Capacity (RC) — and how to order them are explained here. The processes, provisions and steps related to PaPs and RC refer to the Regulation (EU) No 913/2010 and are valid for all applicants. For all other issues, the relevant conditions presented in the Network Statements of the IMs/ABs concerned are applicable.

In addition, specific rules and terms on capacity allocation are applicable to parts of the corridors which the management board of the particular corridors decide upon. These rules and terms are described and defined in Annex 4 of the Framework for Capacity Allocation document and refer to the pilot that is being conducted to test the results of the RNE-FTE project 'Redesign of the international timetabling process' (TTR) on the following lines:

The lines concerned are

- RFC North Sea-Mediterranean: Rotterdam - Antwerp
- RFC Scandinavian-Mediterranean: Munich - Verona
- RFC Atlantic: Mannheim - Miranda de Ebro

Rail Freight Corridor North Sea – Mediterranean Specificities

More details can be found in the document for the pilot under the following link :

<https://cms.rne.eu/ttr-communication-platform/rotterdam-antwerp-library>

For all other sections of the above corridors, the rules described in this Book 4 apply.

This document is revised every year and it is updated before the start of the yearly allocation process for PaPs. Changes in the legal basis of this document (e.g. changes in EU regulations, Framework for Capacity Allocation or national regulations) will be implemented with each revision. Any changes during the running allocation process will be communicated directly to the applicants through publication on Rail Freight Corridor North Sea - Mediterranean 's website.

For ease of understanding and to respect the particularities of some corridors, common procedures are always written at the beginning of a chapter. The particularities of Rail Freight Corridor North Sea - Mediterranean are placed under the common texts and marked as shown below.

Rail Freight Corridor North Sea – Mediterranean Specificities

The corridor specific parts are displayed in this frame

A general glossary can be found in the annex of the CID Book 1 containing relevant terms and abbreviations for this Book 4, which is available on the website of the Corridor under the following link:

Rail Freight Corridor North Sea – Mediterranean Specificities

Link to glossary: <https://www.rfc-northsea-med.eu/en/page/book-i-generalities>



## 2. Corridor OSS

According to Article 13 of the Regulation (EU) No 913/2010, the MB of Rail Freight Corridor North Sea - Mediterranean has established a C-OSS. The tasks of the C-OSS are carried out in a non-discriminatory way and maintain confidentiality regarding applicants.

### 2.1 Function

The C-OSS is the only body where applicants may request and receive the dedicated infrastructure capacity for international freight trains on Rail Freight Corridor North Sea - Mediterranean. The handling of the requests takes place in a single place and a single operation. The C-OSS is exclusively responsible for performing all the activities related to the publication and allocation decision with regard to requests for PaPs and RC on behalf of the IMs / ABs concerned.

### 2.2 Contact

Rail Freight Corridor North Sea – Mediterranean Specificities	
Address	Fonsnylaan 13 1060 Brussels Belgium
Phone	+32 490 47 15 22
Email	<a href="mailto:oss@rfc2.eu">oss@rfc2.eu</a>

### 2.3 Corridor language

The official language of the C-OSS for correspondence is English.

Rail Freight Corridor North Sea – Mediterranean Specificities
Additionally, the C-OSS may assist you in Dutch and French, and has limited knowledge of German and Spanish.

### 2.4 Tasks of the C-OSS

The C-OSS executes the tasks below during the following processes:

Collection of international capacity wishes:

- Consult all interested applicants in order to collect international capacity wishes and needs for the annual timetable by having them fill in a survey. This survey will be sent by the C-OSS to the applicants and/or published on the Corridor's website. The results of the survey will be one part of the inputs for the predesign of PaP offer. It is important to stress that under no

circumstances the Corridor can guarantee the fulfilment of all expressed capacity wishes, nor will there be any priority in allocation linked to the provision of similar capacity.

➤ Predesign of PaP offer:

- Give advice on the capacity offer, based on input received from the applicants, and the experience of the C-OSS and IMs/ABs, based on previous years and the results of the Transport Market Study

➤ Construction phase

- Monitor the PaP/RC construction to ensure harmonised border crossing times, running days calendar and train parameters

➤ Publication phase

- Publish the PaP catalogue at X-11 in the Path Coordination System (PCS)
- Inspect the PaP catalogue in cooperation with IMs/ABs, perform all needed corrections of errors detected by any of the involved parties until X-10,5
- Publish offer for the late path request phase (where late path offer is applicable) in PCS
- Publish the RC at X-2 in PCS

➤ Allocation phase: annual timetable (annual timetable process)

- Collect, check and review all requests for PaPs, including error fixing when possible
- Create a register of the applications and keep it up-to-date
- Manage the resolution of conflicting requests through consultation where applicable
- In case of conflicting requests, take a decision on the basis of priority rules adopted by the Executive Board (Ministries responsible for transport) along Corridor Rail Freight Corridor North Sea - Mediterranean (see Framework for Capacity Allocation (FCA) in Annex 4.A)
- Propose alternative PaPs, if available, to the applicants whose applications have a lower priority value (K value), due to a conflict between several path requests
- Transmit path requests that cannot be treated to the IM/AB concerned, in order for them to elaborate tailor-made offers
- Pre-book capacity and inform applicants about the results at X-7.5
- Allocate capacity (PaPs) in conformity with the relevant international timetabling deadlines and processes as defined by RailNetEurope (RNE) and according to the allocation rules described in the FCA

- Monitor the construction of feeder and/or outflow paths by sending these requests to the IMs/ABs concerned and obtain their responses/offers. In case of non-consistent offers (e.g. non-harmonised border times), ask for correction
  - Send the responses/offers (draft offer and final offer including feeder and outflow) to the applicants on behalf of the IMs/ABs concerned
  - Keep the PaP catalogue updated
- Allocation phase: late path requests (annual timetable process)
- Collect, check and review all requests for the late path request phase – where applicable – including error fixing when possible
  - Allocate capacity for the late path request phase – where applicable
  - Monitor the construction of feeder and/or outflow paths by sending these requests to the IMs/ABs concerned and obtain their responses/offers. In case of non-consistent offers (e.g. non-harmonised border times), ask for correction
  - Send the responses/offers to the applicants on behalf of the IMs/ABs concerned
  - Keep the concerned catalogue updated
- Allocation phase: ad-hoc requests (RC) (running timetable process)
- Collect, check and review all requests for RC – including error fixing when possible
  - Create a register of the applications and keep it up-to-date
  - Allocate capacity for RC
  - Monitor the construction of feeder and/or outflow paths by sending these requests to the IMs/ABs concerned and obtain their responses/offers. In case of non-consistent offers (e.g. non-harmonised border times), ask for correction.
  - Send the responses/offers to the applicants on behalf of the IMs/ABs concerned
  - Keep the RC catalogue updated

### 2.4.1 Path register

The C-OSS manages and keeps a path register up-to-date for all incoming requests, containing the dates of the requests, the names of the applicants, details of the documentation supplied and of incidents that have occurred. A path register shall be made freely available to

all concerned applicants without disclosing the identity of other applicants, unless the applicants concerned have agreed to such a disclosure. The contents of the register will only be communicated to them on request.

## **2.5 Tool**

PCS is the single tool for publishing the binding PaP and RC offer of the corridor and for placing and managing international path requests on the corridor. Access to the tool is free of charge and granted to all applicants who have a valid, signed PCS User Agreement with RNE. To receive access to the tool, applicants have to send their request to RNE via [support.pcs@rne.eu](mailto:support.pcs@rne.eu).

Applications for PaPs/RC can only be made via PCS to the involved C-OSS. If the application is made directly to the IMs/ABs concerned, they inform the applicant that they have to place a correct PaP request in PCS via the C-OSS according to the applicable deadlines. PaP capacity requested only through national tools will not be allocated.

In other words, PaP/RC applications cannot be placed through any other tool than PCS.

### 3. Capacity allocation

The decision on the allocation of PaPs and RC on the corridor is taken by the C-OSS on behalf of the IMs/ABs concerned. As regards feeder and/or outflow paths, the allocation decision is made by the relevant IMs/ABs and communicated to the applicant by the C-OSS. Consistent path construction containing the feeder and outflow sections and the corridor-related path section has to be ensured.

All necessary contractual relations regarding network access have to be dealt with bilaterally between the applicant and each individual IM/AB.

#### 3.1 Framework for Capacity Allocation

Referring to Article 14.1 of Regulation (EU) No 913/2010, the Executive Boards of the Rail Freight Corridors agreed upon a common Framework: “Decision of the Executive Board of Rail Freight Corridor North Sea - Mediterranean adopting the Framework for capacity allocation on the Rail Freight Corridor” (FCA), which was signed by representatives of the ministries of transport on the 12<sup>th</sup> of December 2018. The document is available under:

Annex 4.A Framework for Capacity Allocation

Rail Freight Corridor North Sea – Mediterranean Specificities

The FCA can also be downloaded as a pdf document from our website: <http://www.rfc-northsea-med.eu/en/pages/capacity>

The FCA constitutes the legal basis for capacity allocation by the C-OSS.

#### 3.2 Applicants

In the context of a Corridor, an applicant means a railway undertaking or an international grouping of railway undertakings or other persons or legal entities, such as competent authorities under Regulation (EC) No 1370/2007 and shippers, freight forwarders and combined transport operators, with a commercial interest in procuring infrastructure capacity for rail freight.

Applicants shall accept the general terms and conditions of the Corridor in PCS before placing their requests.

Without accepting the general terms and conditions, the applicant will not be able to send the request. In case a request is placed by several applicants, every applicant requesting PaP sections has to accept the general terms and conditions for each corridor on which the applicant is requesting a PaP section. In case one of the applicants only requests a feeder or outflow section, the acceptance of the general terms and conditions is not needed.









The acceptance shall be done only once per applicant and per corridor and is valid for one timetable period.

With the acceptance the applicant declares that it:

- has read, understood and accepted the Rail Freight Corridor North Sea - Mediterranean CID and, in particular, its Book 4,
- complies with all conditions set by applicable legislation and by the IMs/ABs involved in the paths it has requested, including all administrative and financial requirements,
- shall provide all data required for the path requests,
- accepts the provisions of the national Network Statements (NS) applicable to the path(s) requested.

In case of a non-RU applicant, it shall appoint the RU that will be responsible for train operation and inform the C-OSS and IMs/ABs about this RU as early as possible, but at the latest 30 days before the running day. If the appointment is not provided by this date, the PaP/RC is considered as cancelled and national rules for path cancellation are applicable.

In case the applicant is a non-RU applicant, and applies for feeder / outflow paths, the national rules for nomination of the executing RU will be applied. In the table below the national deadlines for nomination of the executing RU feeder / outflow paths can be found.

Rail Freight Corridor North Sea – Mediterranean Specificities	
An overview of the deadlines of the IMs/ABs on Rail Freight Corridor North Sea - Mediterranean (extract from the different Network Statements) is listed below.	
IM/AB	Deadline to nominate executing RU
	<ul style="list-style-type: none"> <li>• 30 days before the running day</li> </ul>
	<ul style="list-style-type: none"> <li>• 7 days before the first running day</li> </ul>
	<ul style="list-style-type: none"> <li>• 10 working days, subject to the RU having a valid Track Access Contract with Network Rail</li> </ul>
	<ul style="list-style-type: none"> <li>• 30 days before the running day</li> </ul>
	<ul style="list-style-type: none"> <li>• 7 working days before train Circulation date</li> </ul>
 	<ul style="list-style-type: none"> <li>• 40 days before timetabling change</li> <li>• 30 days before monthly updates</li> <li>• for ad hoc requests: when ordering the path</li> </ul>
	<ul style="list-style-type: none"> <li>• 30 days before the first running day</li> </ul>

### 3.3 Requirements for requesting capacity

Rail Freight Corridor North Sea - Mediterranean applies the international timetabling deadlines defined by RNE for placing path requests as well as for allocating paths (for the calendar, see <http://www.rne.eu/sales-timetabling/timetabling-calender> or Annex 4.B)

All applications have to be submitted via PCS, which is the single tool for requesting and managing capacity on all corridors. The C-OSS provides basic assistance with the use of PCS. The C-OSS is not entitled to create PCS dossiers on behalf of the applicant. If requested the C-OSS can support applicants in creating the dossiers in order to prevent inconsistencies and guide the applicants' expectations (until X-8.5, maximum 1 week prior to the request deadline). The IMs/ABs may support applicants by providing a technical check of the requests.

A request for international freight capacity via the C-OSS has to fulfil the following requirements:

- it must be submitted to a C-OSS by using PCS, including at least one PaP/RC section (for access to PCS, see chapter 2.5. Details are explained in the PCS User Manual <http://cms.rne.eu/pcs/pcs-documentation/pcs-basics>)
- it must cross at least one border on a corridor
- it must comprise a train run from origin to destination, including PaP/RC sections on one or more corridors as well as feeder and/or outflow paths, on all of its running days. In certain cases, which are due to technical limitations of PCS, a request may have to be submitted in the form of more than one dossier. These specific cases are the following:
  - Different origin and/or destination depending on running day (But using identical PaP/RC capacity for at least one of the IM for which capacity was requested).
  - Transshipment from one train onto different trains (or vice versa) because of infrastructure restrictions.
  - The IM/AB specifically asks the applicant to split the request into two or more dossiers.
- ⇒ To be able for the C-OSS to identify such dossiers as one request, and to allow a correct calculation of the priority value (K value) in case a request has to be submitted in more than one dossier, the applicant should indicate the link among these dossiers in PCS. Furthermore the applicant should mention the reason for using more than one dossier in the comment field.
- the technical parameters of the path request have to be within the range of the parameters – as originally published – of the requested PaP sections (exceptions are possible if allowed by the IM/AB concerned, e.g. when the timetable of the PaP can be respected)
- as regards sections with flexible times, the applicant may adjust/insert times, stops and parameters according to its individual needs within the given range.

On top of the requests placed meeting the above listed requirements, the C-OSS of Rail Freight Corridor North Sea – Mediterranean will accept the following requests:

- Requests for national path sections only (PaP and/or feeder/outflow), which are part of an international traffic flow (up to the applicant to be able to verify upon request).
- Requests for an international path (PaP and/or feeder/outflow) that doesn't cross a border on a corridor.

In case of conflicting requests, the allocation rules of the FCA will be applied. If the conflict is occurring between requests only meeting the above mentioned requirements, IM/AB specific procedures will apply.

### 3.4 Annual timetable phase

#### 3.4.1 Products

##### 3.4.1.1 PaPs

PaPs are a joint offer of coordinated cross-border paths for the annual timetable produced by IMs/ABs involved in the Corridor. The C-OSS acts as a single point of contact for the publication and allocation of PaPs.

PaPs constitute an off-the-shelf capacity product for international rail freight services. In order to meet the applicant's need for flexibility and the market demand on Rail Freight Corridor North Sea - Mediterranean, PaPs are split up in several sections, instead of being supplied as entire PaPs, as for example from Y.Schijn to Y.Aubange. Therefore, the offer might also include some purely national PaP sections – to be requested from the C-OSS for freight trains crossing at least one border on a corridor in the context of international path applications.

A catalogue of PaPs is published by the C-OSS in preparation of each timetable period. It is published in PCS and on the Corridor's website.

Rail Freight Corridor North Sea – Mediterranean Specificities

The PaP catalogue can be found under the following link: <http://www.rfc-northsea-med.eu/en/pages/capacity>

PaPs are published in PCS at X-11. Between X-11 and X-10.5 the C-OSS is allowed to perform, in PCS, all needed corrections of errors regarding the published PaPs detected by any of the involved parties. In this phase, the published PaPs have 'read only' status for applicants, who may also provide input to the C-OSS regarding the correction of errors.

##### 3.4.1.2 Schematic corridor map

Rail Freight Corridor North Sea – Mediterranean Specificities



See Annex 4C.

Symbols in schematic corridor map:

Nodes along the Rail Freight Corridor North Sea - Mediterranean, shown on the schematic map, are divided into the following types:

➤ Handover Point

Point where planning responsibility is handed over from one IM to another. Published times cannot be changed. In case there are two consecutive Handover Points, only the departure time from the first Handover Point and the arrival time at the second Handover Point cannot be changed.



On the maps, this is shown as:

-  Handover Point

➤ Intermediate Point

Feeder and outflow connections are possible. If the path request ends at an intermediate point without indication of a further path, feeder/outflow or additional PaP section, the destination terminal / parking facility of the train can be mentioned. Intermediate Points also allow stops for train handling, e.g. loco change, driver change, etc. An Intermediate Point can be combined with a Handover Point.

On the maps, this is shown as:

-  Intermediate Point
-  Intermediate Point combined with Handover Point

➤ Operational Point

Train handling (e.g. loco change, driver change) are possible as defined in the PaP section. No feeder or outflow connections are possible.

On the maps, this is shown as:

-  Operational Point

A schematic map of the corridor can be found in Annex 4.C.

### 3.4.1.3 Features of PaPs

The capacity offer on a Corridor has the following features:

A PaP timetable is published containing:

- Sections with fixed times (Data cannot be modified in the path request by an applicant)

- Capacity with fixed origin, intermediate and destination times within one IM/AB.
  - Intermediate points and operational points (as defined in 3.4.1.2) with fixed times. Request for changes to the published PaP have to be examined by the IMs/ABs concerned and can only be accepted if they are feasible and if this does not change the calculation of the priority rule in case of conflicting requests at X-8.
- Sections with flexible times (Data may be modified in the path request by an applicant according to individual needs, but without exceeding the given range of standard running times, stopping times and train parameters. Where applicable, the maximum number of stops and total stopping time per section has to be respected)
- Applicants are free to include their own requirements in their PaP request within the parameters mentioned in the PaP catalogue.
  - Where applicable, the indication of standard journey times for each corridor section has to be respected.
  - Optional: Intermediate Points (as defined in Chapter 3.4.1.2) without fixed times. Other points on the Corridor may be requested.
  - Optional: Operational Points (as defined in Chapter 3.4.1.2) without fixed times.
- ⇒ Requests for changes outside of the above mentioned flexibility have to be examined by the IMs/ABs concerned if they accept the requests. The changes can only be accepted if they are feasible.

The C-OSS promotes the PaPs by presenting them to existing and potential applicants.

#### Rail Freight Corridor North Sea – Mediterranean Specificities


**All** PaPs on RFC NSM are published as Flex PaPs in PCS. However, only the published times and regimes are preconstructed. In line with the framework of capacity allocation, the applicant can request for modifications to the published times, that will be studied by the IM, with the exception of the border times, for which changes will normally not be accepted.

All PaPs are published in PCS for 365 days. This will allow the applicant to request all days for which it needs a path. However, the days for which the PaP has been preconstructed are marked in the notes in PCS, and in the official PaP catalogue published via <http://www.rfc-northsea-med.eu/en/pages/capacity>. For the days for which no PaP has been preconstructed, the IM will study the possibility to supply a path as close as possible to the published PaP timetable.

This method will allow the IMs of RFC NSM to supply a complete draft and final offer via PCS, for a maximum of days, including possible subsidiaries, identical to the information provided via the national systems, under the coordination of the C-OSS.

#### 3.4.1.4 Multiple corridor paths

It is possible for capacity requests to cover more than one corridor. A PaP offer harmonised by different corridors may be published and indicated as such. The applicant may request PaP sections on different corridors within one request. Each C-OSS remains responsible for allocating its own PaP sections, but the applicant may address its questions to only one of the involved C-OSSs, who will coordinate with the other concerned C-OSSs whenever needed.

Rail Freight Corridor North Sea – Mediterranean Specificities		
The Corridor is connected to	at / between	offer
   	<ul style="list-style-type: none"> <li>Basel SBB RB</li> <li>Montzen</li> </ul>	<ul style="list-style-type: none"> <li>Harmonised PaPs offered</li> <li>Harmonised PaPs offered</li> </ul>
	<ul style="list-style-type: none"> <li>Paris</li> <li>Metz</li> </ul>	<ul style="list-style-type: none"> <li>Harmonised PaPs offered</li> <li>Harmonised PaPs offered</li> </ul>
	<ul style="list-style-type: none"> <li>Ambérieu</li> <li>Section Lyon - Marseille</li> </ul>	<ul style="list-style-type: none"> <li>Harmonised PaPs offered</li> <li>Harmonised PaPs offered at various locations</li> <li>Overlapping section with common offer</li> </ul>
	<ul style="list-style-type: none"> <li>Section Antwerp – Roosendaal</li> </ul>	<ul style="list-style-type: none"> <li>Overlapping section with common offer</li> </ul>

### 3.4.1.5 PaPs on overlapping sections

The layout of the corridor lines leads to situations where some corridor lines overlap with others. The aim of the corridors, in this case, is to prepare the best possible offer, taking into account the different traffic flows and to show the possible solutions to link the concerning overlapping sections with the rest of the corridors in question..

In case of overlapping sections, corridors may develop a common offer, visible via all corridors concerned. These involved corridors will decide which C-OSS is responsible for the final allocation decision on the published capacity. In case of conflict, the responsible C-OSS will deal with the process of deciding which request should have priority together with the other C-OSSs. In any case, the applicant will be consulted by the responsible C-OSS.

Rail Freight Corridor North Sea – Mediterranean Specificities		
Overlapping section with common offer	Involved RFCs	Responsible C-OSS
Section Antwerp – Roosendaal		
Section Lyon - Marseille		

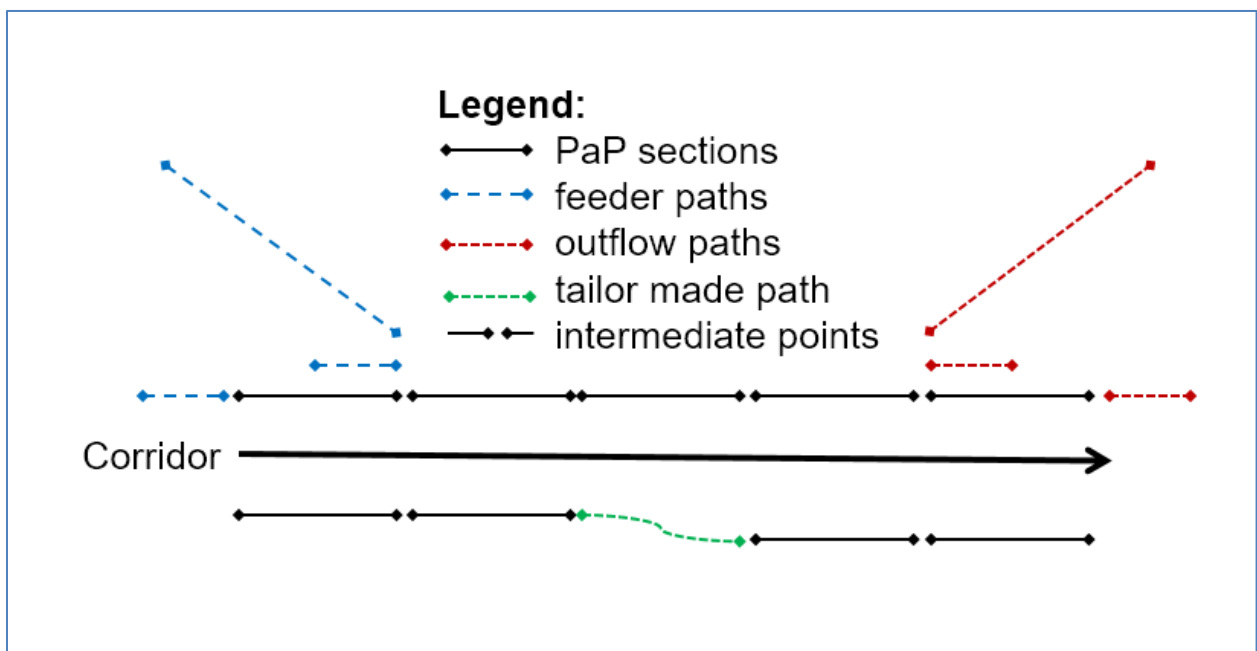
### 3.4.1.6 Feeder, outflow and tailor-made paths

In case available PaPs do not cover the entire requested path, the applicant may include a feeder and/or outflow path to the PaP section(s) in the international request addressed to the C-OSS via PCS in a single request.

A feeder/outflow path refers to any path section prior to reaching an intermediate point on a corridor (feeder path) or any path section after leaving a corridor at an intermediate point (outflow path).

Feeder and outflow paths will be constructed on request in the PCS dossiers concerned by following the national path allocation rules. The offer is communicated to the applicant by the C-OSS within the same time frame available for the communication of the requested PaPs. Requesting a tailor-made path between two PaP sections is possible, but because of the difficulty for IMs/ABs to link two PaP sections, a suitable offer might be less likely (for further explanation see 3.4.3.6).

Graph with possible scenarios for feeder/outflow paths in connection with a request for one or more PaP section(s):



### 3.4.2 Handling of requests

The C-OSS publishes the PaP catalogue at X-11 in PCS, inspects it in cooperation with IMs/ABs, and performs all needed corrections of errors detected by any of the involved parties until X-10.5. Applicants can submit their requests until X-8. The C-OSS offers a single point of contact to applicants, allowing them to submit requests and receive answers regarding corridor capacity for international freight trains crossing at least one border on a corridor in one single operation. If requested, the C-OSS can support applicants in creating the dossiers in order to prevent inconsistencies and guide the applicants' expectations. The IMs/ABs may support the applicants by providing a technical check of the requests.

### 3.4.2.1 Leading tool for the handling of capacity requests

Applicants sending requests to the C-OSS shall use PCS. Within the construction process of feeder and/or outflow paths and tailor-made paths, the national tool may show additional information to the applicant.

The following matrix shows for each step of the process which tool is considered as the leading tool.

Phase	Application (X-11 till X-8)	Withdrawal (X-8 till X-5)	Modification (X-8 till X-5)	Pre-booking (X-7.5)	Draft offer (X-5)	Observation (X-5 till X-4)	Final offer (X-3.5)	Acceptance (until X-3)	Modification (after X-4)	Cancellation (after X-4)
Leading tool	PCS	PCS	PCS	PCS	PCS	PCS	PCS	PCS	National tool/PCS	National tool/PCS
Additional tool				Email (for pre-booking information)						

### 3.4.2.2 Check of the applications

The C-OSS assumes that the applicant has accepted the published PaP characteristics by requesting the selected PaP. However, for all incoming capacity requests it will perform the following plausibility checks:

- Request for freight train using PaP and crossing at least one border on a corridor
- Request without major change of parameters

If there are plausibility flaws, the C-OSS may check with the applicant whether these can be resolved:

- if the issue can be solved, the request will be corrected by the C-OSS (after the approval of the applicants concerned) and processed like all other requests. The applicant has to accept or reject the corrections within 5 calendar days. In case the applicant does not answer or reject the corrections, the C-OSS forwards the original request to the IM/AB concerned.
- if the issue cannot be resolved, the requests will be rejected.

All requests not respecting the published offer are immediately forwarded by the C-OSS to the IM/AB concerned for further treatment. In those cases, answers are provided by the involved IM/AB. The IMs/ABs will accept them as placed in time (i.e. until X-8).

Additional checks include, but are not limited to:

- Inconsistent times
- Inconsistent locations
- Tailormade sections published as PaP
- ...

In case of missing or inconsistent data the C-OSS directly contacts the leading applicant and asks for the relevant data update/changes to be delivered within 5 calendar days.

In general: in case a request contains PaPs on several corridors, the C-OSSs concerned check the capacity request in cooperation with the other involved C-OSS(s) to ensure their cooperation in treating multiple corridor requests. This way, the cumulated length of PaPs requested on each corridor is used to calculate the priority value (K value) of possible conflicting requests (see more details in Chapter 3.4.3.1). The different corridors can thus be seen as part of one combined network.

### 3.4.3 Pre-booking phase

In the event of conflicting requests for PaPs placed until X-8, a priority rule is applied. The priority rules are stated in the FCA (Annex 4.A) and in Chapter 3.4.3.1.

On behalf of the IMs/ABs concerned and according to the result of the application of the priority rules – as detailed in 3.4.3.1, the C-OSS pre-books the PaPs.

The C-OSS also forwards the requested feeder/outflow path and/or adjustment to the IMs/ABs concerned for elaboration of a timetable offer fitting to the PaP already reserved (pre-booked), just as might be the case with requests with a lower priority value (cfr. Priority rule process below). The latter will be handled in the following order:

- Consultation may be applied
- Alternatives may be offered (if available)
- If none of the above steps were applied or successful, the requested timetable will be forwarded to the IMs/ABs concerned to elaborate a tailor-made offer as close as possible to the initial request.

#### 3.4.3.1 *Priority rules in capacity allocation*

Conflicts are solved with the following steps, which are in line with the FCA:

- A) A resolution through consultation may be promoted and performed between applicants and the C-OSS, if the following criteria are met:
  - The conflict is only on a single corridor
  - Suitable alternative PaPs are available.

B) Applying the priority rule as described in Annex 1 of the FCA (see Annex 4.A) and Chapter 3.4.3.2 of this Book 4.

- Cases where no Network PaP is involved (see 3.4.3.3)
- Cases where Network PaP is involved in at least one of the requests (see 3.4.3.4)

The Table of Distances in Annex 4.E shows the distances taken into account in the priority calculation.

C) Random selection (see 3.4.3.5).

In the case that more than one PaP is available for the published reference PaP, the C-OSS pre-books the PaPs with the highest priority until the published threshold is reached. When this threshold is reached, the C-OSS will apply the procedure for handling requests with a lower priority as listed above.

Rail Freight Corridor North Sea – Mediterranean Specificities

*Rail Freight Corridor North Sea - Mediterranean applies the resolution through consultation.*

The C-OSS addresses the involved applicants and proposes a solution. If these applicants agree to the proposed solution, the consultation process ends. If for any reason the consultation process does not lead to an agreement between all parties at X-7.5 the priority rules described in step B and C apply.

### 3.4.3.2 Network PaP

A Network PaP is not a path product. However, certain PaPs may be designated by corridors as 'Network PaPs', in most cases for capacity requests involving more than one corridor. Network PaPs are designed to be taken into account for the definition of the priority of a request, for example on PaP sections with scarce capacity. The aim is to make the best use of available capacity and provide a better match with traffic demand.

Rail Freight Corridor North Sea – Mediterranean Specificities

Rail Freight Corridor North Sea – Mediterranean does not designate any Network PaPs for timetable 2020.

### 3.4.3.3 Priority rule in case no Network PaP is involved

*The priority is calculated according to this formula:*

$$K = (L^{PAP} + L^{F/O}) \times Y^{RD}$$

*$L^{PAP}$  = Total requested length of all PaP sections on all involved corridors included in one request. The definition of a request can be found in Chapter 3.3.*

$L^{F/O}$  = Total requested length of the feeder/outflow path(s) included in one request; for the sake of practicality, is assumed to be the distance as the crow flies.

$Y^{RD}$  = Number of requested running days for the timetable period. A running day will only be taken into account for the priority calculation if it refers to a date with a published PaP offer for the given section.

$K$  = The rate for priority

All lengths are counted in kilometres.

The method of applying this formula is:

- in a first step the priority value ( $K$ ) is calculated using only the total requested length of pre-arranged path ( $L^{PAP}$ ) multiplied by the Number of requested running days ( $Y^{RD}$ );
- if the requests cannot be separated in this way, the priority value ( $K$ ) is calculated using the total length of the complete paths ( $L^{PAP} + L^{F/O}$ ) multiplied by the number of requested running days ( $Y^{RD}$ ) in order to separate the requests;
- if the requests cannot be separated in this way, a random selection is used to separate the requests. This random selection is described in 3.4.3.5.

#### 3.4.3.4 Priority rule if a Network PaP is involved in at least one of the conflicting requests

- if the conflict is not on a “Network PaP”, the priority rule described above applies.
- If the conflict is on a “Network PaP”, the priority is calculated according to the following formula:

$$K = (L^{NetPAP} + L^{Other\ PaP} + L^{F/O}) \times Y^{RD}$$

$K$  = Priority value

$L^{NetPAP}$  = Total requested length (in kilometres) of the PaP defined as “Network PaP” on either corridor included in one request. The definition of a request can be found in Chapter 3.3.

$L^{Other\ PaP}$  = Total requested length (in kilometres) of the PaP not defined as “Network PaP” on either corridor included in one request. The definition of a request can be found in Chapter 3.3.

$L^{F/O}$  = Total requested length of the feeder/outflow path(s); for the sake of practicality, is assumed to be the distance as the crow flies.

$Y^{RD}$  = Number of requested running days for the timetable period. A running day will only be taken into account for the priority calculation if it refers to a date with a published PaP offer for the given section.

The method of applying this formula is:

- in a first step the priority value ( $K$ ) is calculated using only the total requested length of the “Network PaP” ( $L^{NetPAP}$ ) multiplied by the Number of requested running days ( $Y^{RD}$ )



- if the requests cannot be separated in this way, the priority value (K) is calculated using the total length of all requested “Network PaP” sections and other PaP sections ( $L^{NetPaP} + L^{Other PaP}$ ) multiplied by the Number of requested running days ( $Y^{RD}$ ) in order to separate the requests
- if the requests cannot be separated in this way, the priority value (K) is calculated using the total length of the complete paths ( $L^{NetPaP} + L^{Other PaP} + L^{F/O}$ ) multiplied by the Number of requested running days ( $Y^{RD}$ ) in order to separate the requests

If the requests cannot be separated in this way, a random selection is used to separate the requests.

#### 3.4.3.5 Random selection

If the requests cannot be separated by the above mentioned priority rules, a random selection is used to separate the requests.

- The respective applicants will be acknowledged of the undecided conflict before X-7.5 and invited to attend a drawing of lots.
- The actual drawing will be prepared and executed by the C-OSS, with complete transparency.
- The result of the drawing will be communicated to all involved parties, present or not, via PCS and e-mail, before X-7.5.

Rail Freight Corridor North Sea – Mediterranean Specificities
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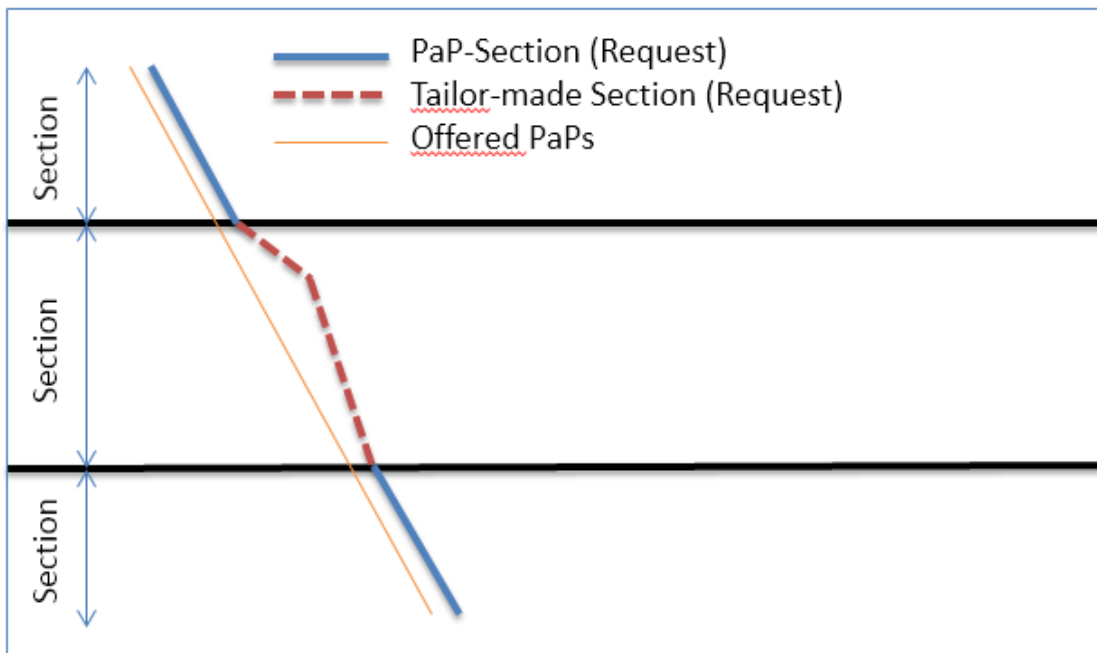
Rail Freight Corridor North Sea – Mediterranean applies the procedure as described above.
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#### 3.4.3.6 Special cases of requests and their treatment

The following special use of PaPs is known out of the allocation within the past timetables:

Division of continuous offer in shares identified by the PaP ID (PaPs / non-PaPs)

- ⇒ This refers to the situation when applicants request corridor capacity (on one or more corridors) in the following order:
  - PaP section
  - Tailor-made section
  - PaP section



These requests will be taken into consideration, depending on the construction starting point in the request, as follows:

- construction starting point at the beginning: the C-OSS pre-books the PaP sections from origin until the end of the first continuous PaP section. No section after the interruption of PaP sections will be pre-booked; they will be treated as tailor-made.
- construction starting point at the end: the C-OSS pre-books the PaP sections from the destination of the request until the end of the last continuous PaP section. No sections between the origin and the interruption of the PaP sections will be pre-booked; they will be treated as tailor-made.
- construction starting point in the middle: the C-OSS pre-books the longest of the requested PaP sections either before or after the interruption. No other section will be pre-booked; they will be treated as tailor-made.

However, in each of the above cases, the requested PaP capacity that becomes tailor-made might be allocated at a later stage if the IMs/ABs can deliver the tailor-made share as requested. In case of allocation, the PaP share that can become tailor-made retains full protection. This type of request doesn't influence the application of the priority rule.

#### 3.4.3.7 Result of the pre-booking

The C-OSS provides interim information to the applicants on the status of their application no later than X-7.5.

In the case that consultation was applied, the applicants concerned are informed about the outcome.

In the case that no consultation was applied, the interim notification informs applicants with a higher priority value (K value) about pre-booking decisions in their favour.

In case of conflicting requests with a lower priority, the C-OSS shall offer an alternative PaP if available. The applicant concerned has to accept or reject the offered alternative within 5 calendar days. In case the applicant does not answer, or rejects the alternative, or no alternative is available, the C-OSS forwards the original request to the IM/AB concerned. The C-OSS informs the applicants with a lower priority value (K value) by X-7.5 that their path request has been forwarded to the IM/AB concerned for further treatment within the regular process for the annual timetable construction, and that the C-OSS will provide the draft path offer on behalf of the IM/AB concerned at X-5 via PCS. These applications are handled by the IM/AB concerned as on-time applications for the annual timetable and are therefore included in the regular national construction process of the annual timetable.

#### 3.4.3.8 Handling of non-requested PaPs

There are two ways of handling non-requested PaPs at X-7.5, based on the decision of the MB.

- A. After pre-booking, all non-requested PaPs are handed over to the IM/AB.
- B. The MB takes a decision regarding the number of PaPs to be kept after X-7.5. The decision on which PaPs to keep and which PaPs to return to the relevant IMs/ABs depends on the “booking situation” at that moment. More precisely, at least the following three criteria must be used (by decreasing order of importance):
  - a. There must be enough capacity for late requests, if applicable, and RC
  - b. Take into account the demand for international paths for freight trains placed by other means than PCS
  - c. Take into account the need for modification of PaP offer due to possible changes in the planning of TCRs.

PaP capacity which is returned to the IMs/ABs is cleared from the published PaP offer, unless each IM/AB individually decides to withdraw them entirely from PCS in order to free capacity on their network.

The remaining PaPs are published during the late request phase (where applicable) in PCS with continuous updating.

Rail Freight Corridor North Sea – Mediterranean Specificities

Rail Freight Corridor North Sea - Mediterranean handles non-requested PaPs according to case B as described above.

### 3.4.4 Path elaboration phase

#### 3.4.4.1 *Preparation of the (draft) offer*

After receiving the pre-booking decision by the C-OSS, the IM/AB concerned will elaborate the flexible parts of the requests:

- Feeder, outflow or intermediate sections
- Pre-booked sections for which the published timetable is not available anymore due to external influences, e.g. temporary capacity restrictions
- In case of modifications to the published timetable requested by the applicant
- In case of an alternative offer that was rejected by the applicant or is not available

In case IMs/ABs cannot create the draft offer due to specific wishes of the applicant not being feasible, the C-OSS has to reject the request.

The C-OSSs shall be informed about the progress, especially regarding the parts of the requests that cannot be fulfilled, as well as conflicts and problems in harmonising the path offers.

#### 3.4.4.2 *Draft offer*

At the RNE draft timetable deadline (X-5) the C-OSS communicates the draft timetable offer for every handled request concerning pre-booked PaPs including feeder and/or outflow to the applicant via PCS on behalf of the IM/AB concerned.

#### 3.4.4.3 *Observations*

Applicants can place observations on the draft timetable offer in PCS, which are monitored by the C-OSS. The C-OSS can support the applicants regarding their observations. This procedure only concerns observations related to the original path request — whereas modifications to the original path requests are treated as described in Chapter 3.7.1 (without further involvement of the C-OSS).

#### 3.4.4.4 *Post-processing*

Based on the above-mentioned observations the IMs/ABs have the opportunity to revise offers. The updated offer is provided to the C-OSS, which – after a consistency check – submits the final offer to the applicant in PCS.

#### 3.4.5 Final offer

At the final offer deadline (X-3.5), the C-OSS communicates the final timetable offer for every valid PaP request including feeder and/or outflow sections to the applicants via PCS on behalf of the IM/AB concerned. If, for operational reasons publication via national tools is still necessary (e.g. to produce documents for train drivers), the IM/AB have to ensure that there are no discrepancies between PCS and the national tool.

The applicant shall accept or reject the final offer within 5 calendar days in PCS.

- Acceptance > leads to allocation
- Rejection > leads to withdrawal of the request
- No answer > The C-OSS will actively try to get an answer. In case there is no answer from the applicants, the C-OSS will end the process (no allocation).

If not all applicants agree on the final offer, the request will be considered as unanswered.

### 3.5 Late path request phase

Late path requests refer to capacity requests concerning the annual timetable sent to the C-OSS within the time frame from X-7.5 until X-2.

Rail Freight Corridor North Sea – Mediterranean Specificities

Rail Freight Corridor North Sea - Mediterranean offers the possibility to place late path requests.

#### 3.5.1 Product

Capacity for late path requests can be offered in the following ways:

- A. In the same way as for PaPs, either specially-constructed paths for late path requests or PaPs which were not used for the annual timetable.
- B. On the basis of capacity slots. Slots are displayed per corridor section and the standard running time is indicated. To order capacity for late path requests, corridor sections without any time indications are available in PCS. The applicant may indicate his individually required departure and/or arrival times, and feeder and outflow path(s), as well as construction starting points. The indications should respect the indicated standard running times.

Capacity for late path request has to be requested via PCS either in the same way as for PaPs or by using capacity slots in PCS.

Rail Freight Corridor North Sea – Mediterranean Specificities

Rail Freight Corridor North Sea - Mediterranean offers the possibility to place late path requests by using the variant A.

### 3.5.1.1 Multiple corridor paths

It is possible for capacity requests to cover more than one corridor if capacity is offered. See Chapter 3.4.1.4.

### 3.5.1.2 Late paths on overlapping sections

See Chapter 3.4.1.5.

#### Rail Freight Corridor North Sea – Mediterranean Specificities

Rail Freight Corridor North Sea – Mediterranean will not provide a common offer for late paths on overlapping sections

## 3.5.2 Handling of requests

The C-OSS receives and collects all path requests that are placed via PCS.

### 3.5.2.1 Leading tool for late path requests

Applicants sending late path requests to the C-OSS shall use PCS. Within the construction process, the national tool may show additional information to the applicant.

The following matrix shows for each step of the process which tool is considered as the leading tool.

Phase	Application (X-7.5 till X-2)	Withdrawal (X-8 till X-2)	Offer (X-1)	Acceptance (until X-0.75)	Modification	Cancellation
Leading tool	PCS	PCS	PCS	PCS	National tool/PCS	National tool/PCS

### 3.5.2.2 Check of the applications

The C-OSS checks all requests as described in 3.4.2.2.

## 3.5.3 Pre-booking

The C-OSS coordinates the offer with the IMs/ABs concerned or other C-OSS if needed by following the rule of “first come – first served”.

### 3.5.4 Path-elaboration

#### 3.5.4.1 *Draft offer*

The offer will be prepared by the concerned IM(s)/AB(s) once the timetable with the requests placed on time has been finalised. The offer is made by the C-OSS to the applicant via PCS.

#### 3.5.4.2 *Observations*

The C-OSS monitors the observations on the draft offer for late path requests placed by the applicant in PCS. The C-OSS can support the applicants regarding their observations. This procedure only concerns observations related to the original late path request — whereas modifications to the original late path requests are treated as described in Chapter 3.7.1 (without further involvement of the C-OSS).

#### 3.5.4.3 *Post-processing*

Based on the above-mentioned observations the IMs/ABs have the opportunity to revise offers. The updated offer is provided to the C-OSS, which – after a consistency check – submits the final offer to the applicant in PCS.

### 3.5.5 Final Offer

All applicants involved shall accept or reject the final offer within 5 calendar days in PCS.

- Acceptance > leads to allocation
- Rejection > leads to withdrawal of the request
- No answer > The C-OSS will actively try to get an answer. In case there is still no answer from the applicants, the C-OSS will end the process (no allocation)

If not all applicants agree on the final offer the request will be considered as unanswered.

## 3.6 Ad-hoc path request phase

### 3.6.1 Product

#### 3.6.1.1 *Reserve capacity (RC)*

During the ad-hoc path request phase, the C-OSS offer RC based on PaPs or capacity slots to allow a quick and optimal answer to ad-hoc path requests:

- A. RC based on PaPs will be a collection of several sections along the corridor, either of non-requested PaPs and/or PaPs constructed out of remaining capacity by the IMs/ABs after the allocation of overall capacity for the annual as well as in the late path request phase.
- B. In case RC is offered on the basis of capacity slots, slots are displayed per corridor section and the standard running time is indicated. The involved IMs/ABs jointly determine the amount of RC for the next timetable year between X-3 and X-2. The determined slots may not be decreased by the IMs during the last three months before real time.

To order reserve capacity slots, corridor sections without any time indication are available in PCS. The applicant may indicate his individually required departure and/or arrival times, feeder and outflow path(s) as well as construction starting points. The indications should respect the indicated standard running times as far as possible.

Rail Freight Corridor North Sea – Mediterranean Specificities

Rail Freight Corridor North Sea - Mediterranean offers RC through variant A.

RC is published by the C-OSS at X-2 in PCS and on the website of Rail Freight Corridor North Sea - Mediterranean under the following link:

Rail Freight Corridor North Sea – Mediterranean Specificities

<http://www.rfc-northsea-med.eu/en/pages/capacity>

The IMs can modify or withdraw Reserve Capacity for a certain period in case of unavailability of capacity due to force majeure

Applicants can book RC via the C-OSS until 30 days before the running day. To make ad-hoc requests less than 30 days before the running day, they have to contact the IMs/ABs directly.

### 3.6.1.2 *Multiple corridor paths*

It is possible for capacity requests to cover more than one corridor. See Chapter 3.4.1.4.

### 3.6.1.3 *Reserve capacity on overlapping sections*

See Chapter 3.4.1.5.

Rail Freight Corridor North Sea – Mediterranean Specificities



Rail Freight Corridor North Sea – Mediterranean will not provide a common offer on overlapping sections for reserve capacity.

### 3.6.1.4 Feeder, outflow and tailor-made paths

See Chapter 3.4.1.6. For RC the same concept applies as for PaPs in the annual timetable.

## 3.6.2 Handling of requests

The C-OSS receives and collects all path requests for RC placed via PCS until 30 days before the running day. If requested the C-OSS can support applicants in creating the dossiers to prevent inconsistencies and guide the applicants' expectations. The IMs/ABs may support the applicants by providing a technical check of the requests.

### 3.6.2.1 Leading tool for ad-hoc requests

Applicants sending requests for RC to the C-OSS shall use PCS. Within the construction process, the national tool may show additional information to the applicant.

The following matrix shows for each step of the process which tool is considered as the leading tool.

Phase	Application (X-2 till X+12)	Withdrawal	Offer (10 calendar days before train run)	Answer (within 5 calendar days after offer)	Modification	Cancellation
Leading tool	PCS	PCS	PCS	PCS	National tool/PCS	National tool/PCS

### 3.6.2.2 Check of the applications

The C-OSS checks all requests as described in 3.4.2.2.

## 3.6.3 Pre-booking

The C-OSS applies the "first come – first served" rule.

## 3.6.4 Path elaboration

Applicants can place observations on the draft timetable offer in PCS, which are monitored by the C-OSS. The C-OSS can support the applicants regarding their observations. This procedure only concerns observations related to the original path request — whereas

modifications to the original path requests are treated as described in Chapter 3.7.1 (without further involvement of the C-OSS).

### 3.6.5 Final offer

Applicants shall receive the final offer no later than 10 calendar days before train run. All applicants involved shall accept or reject the final offer within 5 calendar days in PCS.

- Acceptance > leads to allocation
- Rejection > leads to withdrawal of the request
- No answer > The C-OSS will actively try to get an answer. In case there is still no answer from the applicants, the C-OSS will end the process (no allocation)

If not all applicants agree on the final offer, the request will be considered as unanswered.

## 3.7 Request for changes by the applicant

### 3.7.1 Modification

The Sector Handbook for the communication between Railway Undertakings and Infrastructure Managers (RU/IM Telematics Sector Handbook) is the specification of the TAF-TSI (EC) No 62/2006 regulation. According to its Annex 12.2 UML Model of the yearly timetable path request, it is not possible to place change requests for paths (even including PaPs) by the applicant between X-8 and X-5. The only option in this period is the deletion, meaning the withdrawal, of the path request.

### 3.7.2 Withdrawal










Withdrawing a request is only possible:

- After submitting the request (until X-8) until the end of the observation phase
- before allocation during the late path request phase (where applicable) and ad-hoc path request phase

Resubmitting the withdrawn dossier will be considered as annual request only until X-8.

#### 3.7.2.1 *Overview of withdrawal fees and deadlines*

Rail Freight Corridor North Sea – Mediterranean Specificities	
<b>IM</b>	<b>Withdrawal fees and deadlines</b>

	Free of charge
	Administration fee needs to be paid
	Free of charge
	Free of charge
	Termination of Reservation contract for weekly paths incurs no fees from the notification date onwards, but all Reservation Fees for paths (used or unused) prior to the notification date are payable
 	Free of charge
 	<ul style="list-style-type: none"> <li>• Normally no fees</li> <li>• Exception: on congested lines the cancellation payment becomes due if the following points are given: <ul style="list-style-type: none"> <li>• a provisionally allocated train path if the allocation had been in place for at least five working days;</li> <li>• an ordered train path if the order leads to conflicts among users and the infrastructure managers informed the users concerned about the conflict more than five working days before.</li> </ul> </li> </ul>

### 3.7.3 Transfer of capacity

Once capacity is pre-booked or allocated to an applicant, it shall not be transferred by the recipient to another applicant. The use of capacity by an RU that carries out business on behalf of a non-RU- applicant is not considered as a transfer.







### 3.7.4 Cancellation




Cancellation refers to the phase between final allocation and the train run. Cancellation can refer to one, several or all running days and to one, several or all sections of the allocated path.

#### 3.7.4.1 Addressing and form of a cancellation

In case a path has to be cancelled, for whatever reason, the cancellation has to be done according to national processes.

### 3.7.4.2 Overview of cancellation fees and deadlines




Rail Freight Corridor North Sea – Mediterranean Specificities					
<p><b>IM</b></p>           	<p><b>Cancellation fees and deadlines</b></p> <p>As regards train paths for freight transport and other transport that are requested and allocated as part of the 2019 timetable request, and which are subsequently cancelled at least 30 days before the first running day of the timetable, ProRail will levy a reserve charge in the form of a malus of € 10 per path cancelled. This amount is remitted if the railway undertaking cancels less than 20% of its allocated paths via the first timetable update during the timetable allocation process.</p> <p>In the event of relinquishment, the amount to be paid for the path (except the administrative costs) not used will be calculated as follows:</p> <table border="0"> <tr> <td> <ul style="list-style-type: none"> <li>• &gt; 60 days</li> <li>• Between 31 days and 60 days</li> <li>• Between 24 h and 30 days</li> <li>• &lt; 24 h</li> </ul> </td> <td> <ul style="list-style-type: none"> <li>• 0%</li> <li>• 15%</li> <li>• 30%</li> <li>• 100%</li> </ul> </td> </tr> </table> <p>• Cancellations up to one day before train run are free of charge. Cancellations occurring en-route on the day of operation which impact other Train Operators services will be charged in accordance with the agreed performance regime.</p> <p>• A system of reciprocal incentive (IR) is in operation since 2015 and is described in §6.3 of the Network Statement. A penalty is due when a path is cancelled or modified by freight RUs 2 months before the running day and by the IM 4 months before the running day, with increasing fees when you get closer to the running day.</p> <table border="0"> <tr> <td> <ul style="list-style-type: none"> <li>• Cancellations 61 or more days before the day of operation</li> <li>• Cancellations 31–60 days before the day of operation</li> <li>• Cancellations between 30 days before and 24h before the train run</li> <li>• Cancellations after 24h before train run</li> <li>• Cancellation after departure of the train</li> <li>• On congested lines, special rules apply. See withdrawal</li> </ul> </td> <td> <ul style="list-style-type: none"> <li>• 20%</li> <li>• 50%</li> <li>• 80%</li> <li>• 100%</li> <li>• 200%</li> </ul> </td> </tr> </table>	<ul style="list-style-type: none"> <li>• &gt; 60 days</li> <li>• Between 31 days and 60 days</li> <li>• Between 24 h and 30 days</li> <li>• &lt; 24 h</li> </ul>	<ul style="list-style-type: none"> <li>• 0%</li> <li>• 15%</li> <li>• 30%</li> <li>• 100%</li> </ul>	<ul style="list-style-type: none"> <li>• Cancellations 61 or more days before the day of operation</li> <li>• Cancellations 31–60 days before the day of operation</li> <li>• Cancellations between 30 days before and 24h before the train run</li> <li>• Cancellations after 24h before train run</li> <li>• Cancellation after departure of the train</li> <li>• On congested lines, special rules apply. See withdrawal</li> </ul>	<ul style="list-style-type: none"> <li>• 20%</li> <li>• 50%</li> <li>• 80%</li> <li>• 100%</li> <li>• 200%</li> </ul>
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<ul style="list-style-type: none"> <li>• Cancellations 61 or more days before the day of operation</li> <li>• Cancellations 31–60 days before the day of operation</li> <li>• Cancellations between 30 days before and 24h before the train run</li> <li>• Cancellations after 24h before train run</li> <li>• Cancellation after departure of the train</li> <li>• On congested lines, special rules apply. See withdrawal</li> </ul>	<ul style="list-style-type: none"> <li>• 20%</li> <li>• 50%</li> <li>• 80%</li> <li>• 100%</li> <li>• 200%</li> </ul>				


   	<ul style="list-style-type: none"> <li>• 100% of Reservation Fees – however a cancelled train may be re-planned within a reasonable timeframe [1-2 weeks] without requirement to pay again the Reservation Fee.</li> </ul> <p>For all cancellations, irrelevant of the date, the administration fee will be charged.</p> <p>If cancellation is notified at least 30 calendar days before the scheduled traveling date, no penalty will be due and only the amount covering the administrative costs will be acquired by Fonds du Rail.</p> <p>If cancellation is notified less than 30 calendar days but more than three days before the scheduled date of travel the following penalty will be applied: 12.5 % of the tax for the use of infrastructure for the relevant path.</p> <p>For less than three (3), it is 25% of the tax, and if not notified at all, 37.5% of the tax will be charged.</p>
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### 3.7.5 Unused paths

If an applicant or designated RU does not use the allocated path, the case is treated as follows.

#### 3.7.5.1 Overview of fees and deadlines for unused paths

Rail Freight Corridor North Sea – Mediterranean Specificities	
<b>IM</b>      	<p><b>Fees for unused paths</b></p> <p>Use is made of GTI during the traffic control phase. A railway undertaking can return a path by either 'waiting-room' and 'cancellation'. This is free of charge. However, if a choice is made for 'check-in' or 'reschedule' (and the path is not returned before the time of departure), the path is charged at the standard weight of the running characteristic of the train for which the path was requested.</p> <ul style="list-style-type: none"> <li>• 100% of the path charge and administration fee will be invoiced</li> <li>• In case of an impact on other Train Operators services, the RU/applicant will be charged in accordance with the agreed performance regime.</li> </ul>

	<ul style="list-style-type: none"> <li>• In the event of an allocated train path-day being cancelled before D-1 17h, with D being the date set for use of the train path, SNCF Réseau will refund the amount of the RC received in respect of the deposit on the invoice of M+1. If the train path-day is included in the scope of the Reciprocal incentive (IR), the mechanism of the IR may apply.</li> <li>• In the event of a cancellation after D-1 5pm of an allocated train path-day or in case of non-use, a penalty is applied to the applicant of the allocated train path-day which corresponds to 1.2 times the penalty amount applicable on D-1 5pm under the IR (1.2 x IR(D-1)).</li> </ul>
	<ul style="list-style-type: none"> <li>• 100% of the Reservation Fees (DR), 0% of the Access Fees (DC)</li> </ul>
	<ul style="list-style-type: none"> <li>• 37.5% of the tax for the use of infrastructure plus the administration fee will be charged</li> </ul>
	<ul style="list-style-type: none"> <li>• If a path is not cancelled by the RU, the train is charged in accordance with the standard rates set out in the “List of infrastructure service (section 4.3.2.)”.</li> </ul>

### 3.8 Exceptional transport and dangerous goods

#### 3.8.1 Exceptional transport

PaPs and RC do not include the possibility to manage exceptional consignments (e.g. out-of-gauge loads). The parameters of the PaPs and RC offered have to be respected, including the published combined traffic profiles.

Requests for exceptional consignments are forwarded by the C-OSS directly to the IMs/ABs concerned for further treatment.

#### 3.8.2 Dangerous goods

Dangerous goods may be loaded on trains using PaPs or RC if both international and national rules concerning the movement of hazardous material are respected (e.g. according to RID –Regulation governing the international transport of dangerous goods by rail).

Dangerous goods have to be declared, when making a path request, to all IMs/ABs on Rail Freight Corridor North Sea - Mediterranean.

### 3.9 Rail related services

Rail related services are specific services, the allocation of which follows national rules and partially other deadlines than those stipulated in the process of path allocation. Therefore the request has to be sent to the IMs/ABs concerned directly.

If questions regarding rail related services are sent to the C-OSS, he/she contacts the IMs/ABs concerned, who provide an answer within a reasonable time frame.

### 3.10 Contracting and invoicing.

Network access contracts are concluded between IMs/ABs and the applicant on the basis of national network access conditions.

The C-OSS does not issue any invoices for the use of allocated paths. All costs (charges for using a path, administration fees, etc.) are invoiced by the relevant IMs/ABs.

Currently, differences between various countries exist regarding invoicing for the path charge. In some countries, if a non-RU applicant is involved, it receives the invoice, whereas in other countries the invoice is issued to the RU that has used the path.

Rail Freight Corridor North Sea – Mediterranean Specificities	
IM	Explanations
	Path charge will be invoiced to the RU that used the path.
	Path charge will be invoiced to the applicant
	Path charge will be invoiced to the RU that used the path.
	In 2018, the train-path charge is invoiced to the non RU applicants and the Running charge invoiced to the RU. In 2019, with the draft charging reform, the Running charge (RC) will be entirely invoiced to the non-RU applicants.
	When a non-RU applicant uses the path, the Running Charge (RC) is invoiced to the non-RU applicant.
	Path charge will be invoiced to the path applicant.
	Path charge will be invoiced to the RU that used the path.

### 3.11 Appeal procedure

Based on Article 20 of Regulation (EU) No 913/2010: in case of complaints regarding the allocation of PaPs (e.g. due to a decision based on the priority rules for allocation), the applicants may address the relevant Regulatory Body (RB) as stated in the Cooperation Agreement signed between RBs on the Corridor.

The Cooperation Agreement can be found [here](#).



## 4. Coordination and Publication of planned temporary capacity restrictions

### 4.1 Goals

Planned Temporary Capacity Restrictions (TCRs) are necessary to keep the infrastructure and its equipment in operational condition and to allow changes to the infrastructure necessary to cover market needs. In case of international traffic, these capacity restrictions have to be coordinated among neighbouring countries. In addition, there is a strong customers' demand to know in advance which capacity restrictions they will be confronted with. Infrastructure Managers provide for coordination and publication of the TCRs according to the current legal framework (see 4.2). Notwithstanding the respect of this legal framework and of the national processes for corridor-relevant TCRs, i.e. those TCRs which fulfil the criteria listed in Chapter 4.6.1 RFC's coordination process can be agreed upon, taking into account the interests of the applicants. The corridor's aim is to do this by regularly updating the information and presenting all planned TCRs in an easily accessible way.

### 4.2 Legal background

The legal background to this chapter can be found in

- Commission Delegated Decision (EU) 2017/2075 replacing Annex VII to Directive 2012/34/EU
- Regulation (EU) No 913/2010 Article 12 "Coordination of works".

A framework has been developed by RNE in the "Guidelines for Coordination / Publication of Planned Temporary Capacity Restrictions for the European Railway Network" and it is reflected in Rail Freight Corridor North Sea – Mediterranean's specific procedures.

### 4.3 Coordination process

#### 4.3.1 Coordination

Coordination of corridor-relevant TCRs is carried out according to the following procedure:

##### 4.3.1.1 *First level coordination*

Coordination will be performed during regular coordination processes between neighbouring IMs on the Corridor. The time and frequency as well as any other specific Rail Freight Corridor North Sea – Mediterranean's coordination features are described in the specific Rail Freight Corridor North Sea – Mediterranean's box below.

#### Rail Freight Corridor North Sea – Mediterranean Specificities

Time and frequency of coordination meetings may differ from country to country. The result is an agreed list of coordinated TCRs linked to time frames, describing the impact on capacity as far as it is known.

Coordination meetings shall be organised by the respective IMs; the RFC TCR Coordinator will be invited and will be informed about the results and open issues concerning TCRs on Corridor lines. The RFC TCR Coordinator monitors the results of the coordination.

The RFC TCR coordinator organizes 2 meetings per year (at least) with all the IMs to make sure that the TCR list is a result of a coordination between IMs and has been updated.

#### 4.3.1.2 *Criteria for initiating coordination on Corridor level*

Coordination on Corridor level can be initiated by the RFC TCR Corridor Coordinator if, according to the agreed criteria, the aggregated impacts of the proposed TCR exceed these agreed limits/criteria. The RFC TCR Coordinator informs the MB of the Corridor of the exceedance of those limits/criteria and proposes further coordination.

##### Rail Freight Corridor North Sea – Mediterranean Specificities

In addition to the meetings organized twice a year with the IMs, the RFC TCR coordinator can convene one or several ad hoc meetings if the impact of the works is high on RUs operations (if an RU asks for such a meeting).

## 4.4 Conflict resolution process

Unsolved conflicts on Corridor lines shall be reported to Rail Freight Corridor North Sea – Mediterranean’s MB.

IMs involved in the conflict will initiate the conflict-resolution process (e.g. by initiating specific bi/multi-lateral meetings). The specific Rail Freight Corridor North Sea – Mediterranean’s process is described in the box below.

##### Rail Freight Corridor North Sea – Mediterranean Specificities

An expert with relevant knowledge of planning TCRs and of planning timetables will work on proposals for alternatives to find solutions. The management of the IM(s) where the works take place is responsible for a final decision. Results will be reported to the management of the affected IMs and involved corridors.

The RFC NSM TCR coordinator will organize ad hoc meetings with the involved IMs and RUs in order to share alternatives for a solution.

## 4.5 Involvement of applicants

Each IM has its own national processes and platforms to consult the applicants and inform them about TCRs. These processes are described in the Network Statement of each IM.

At Corridor level, the involvement of applicants is organised in the following way:

##### Rail Freight Corridor North Sea – Mediterranean Specificities

1. The results of the TCRs coordination that are relevant for principal and diversionary lines of Corridor RFC NSM are published on Corridor RFC NSM website. Applicants may send their comments on the planned activities to the involved IM(s). The comments of applicants have an advisory and supportive character and shall be taken into consideration as far as possible.
2. Regular meetings of the Railway Undertaking Advisory Group (RAG) and Terminal Advisory Group (TAG) are used to discuss issues related with TCRs.
3. Additional meetings with applicants, to discuss and resolve open issues, will be treated on a case by case basis.

## 4.6 Publication

### 4.6.1 Criteria for publication

	Consecutive days	Impact on traffic (estimated traffic cancelled, re-routed or replaced by other modes of transport)
Major impact TCR <sup>1</sup>	More than 30 consecutive days	More than 50% of the estimated traffic volume on a railway line per day
High impact TCR <sup>1</sup>	More than 7 consecutive days	More than 30% of the estimated traffic volume on a railway line per day
Medium impact TCR <sup>1</sup>	7 consecutive days or less	More than 50% of the estimated traffic volume on a railway line per day
Minor impact TCR <sup>2</sup>	unspecified <sup>3</sup>	More than 10% of the estimated traffic volume on a railway line per day

1) Commission Delegated Decision (EU) 2017/2075, article (11);

2) Commission Delegated Decision (EU) 2017/2075, article (12).

3) according to Commission Delegated Decision (EU) 2017/2075, article (12) "7 consecutive days or less", modified here.

Rail Freight Corridor North Sea – Mediterranean Specificities

Rail Freight Corridor North Sea - Mediterranean also publishes other relevant TCRs with major impact on its website and applies the procedure described above.

After initial publication of TCRs, further details may be added when they are available.

### 4.6.2 Dates of publication

Rail Freight Corridor North Sea - Mediterranean publishes the coordinated TCRs on the following dates:

	December 2018	December 2018	August 2019	December 2019	December 2019
Major	X (second publication)	X (first publication)		X (second publication)	X (first publication)
High	X (second publication)	X (first publication)		X (second publication)	X (first publication)
Medium	X (international impact)			X (international impact)	
Minor			X		
Applicable timetable	<b>TT 2020</b>	<b>TT 2021</b>	<b>TT 2020</b>	<b>TT 2021</b>	<b>TT 2022</b>

#### 4.6.3 Tool for publication

After coordination between all IMs involved on Rail Freight Corridor North Sea - Mediterranean the results are published in the harmonised Excel overview on the Corridors' website.

Rail Freight Corridor North Sea – Mediterranean Specificities
<p>Rail Freight Corridor North Sea - Mediterranean publishes an overview of the TCRs on its website using the RNE excel template: <a href="http://www.rfc-northsea-med.eu/en/pages/coordination-works">http://www.rfc-northsea-med.eu/en/pages/coordination-works</a></p> <p>The objective is to publish TCRs on the Customer Information Platform as soon as possible (in a geographical way).</p>

#### 4.7 Legal disclaimer

By publishing the overview of the corridor TCRs, the IMs concerned present the planning status for TCRs to infrastructure availability along Rail Freight Corridor North Sea - Mediterranean. The published TCRs are a snapshot of the situation at the date of publication and are subject to further changes. The information provided can be used for rough orientation purposes only and may not constitute the basis for any legal claim.

The publication of TCRs at corridor level does not substitute any national law or legislation. It lies within the IMs' responsibility to publish and communicate TCRs as stated in their Network Statements.

## 5. Traffic management

In line with Article 16 of Regulation (EU) No 913/2010, the management board of the freight corridor has put in place procedures for coordinating traffic management along the freight corridor.

Traffic Management is the prerogative of the national IMs and is subject to national operational rules. The goal of Traffic Management is to guarantee the safety of train traffic and achieve high quality performance. Daily traffic shall operate as close as possible to the planning.

In case of disturbances, IMs work together with the RUs concerned and neighbouring IMs in order to limit the impact as far as possible and to reduce the overall recovery time of the network. For international disruptions longer than 3 days with a high impact on international traffic, the international contingency management, as described in the International Contingency Management handbook (ICM Handbook), [http://www.rne.eu/rneinhalt/uploads/International\\_Contingency\\_Management\\_Handbook\\_fin\\_al\\_v1.5.pdf](http://www.rne.eu/rneinhalt/uploads/International_Contingency_Management_Handbook_fin_al_v1.5.pdf)) applies.

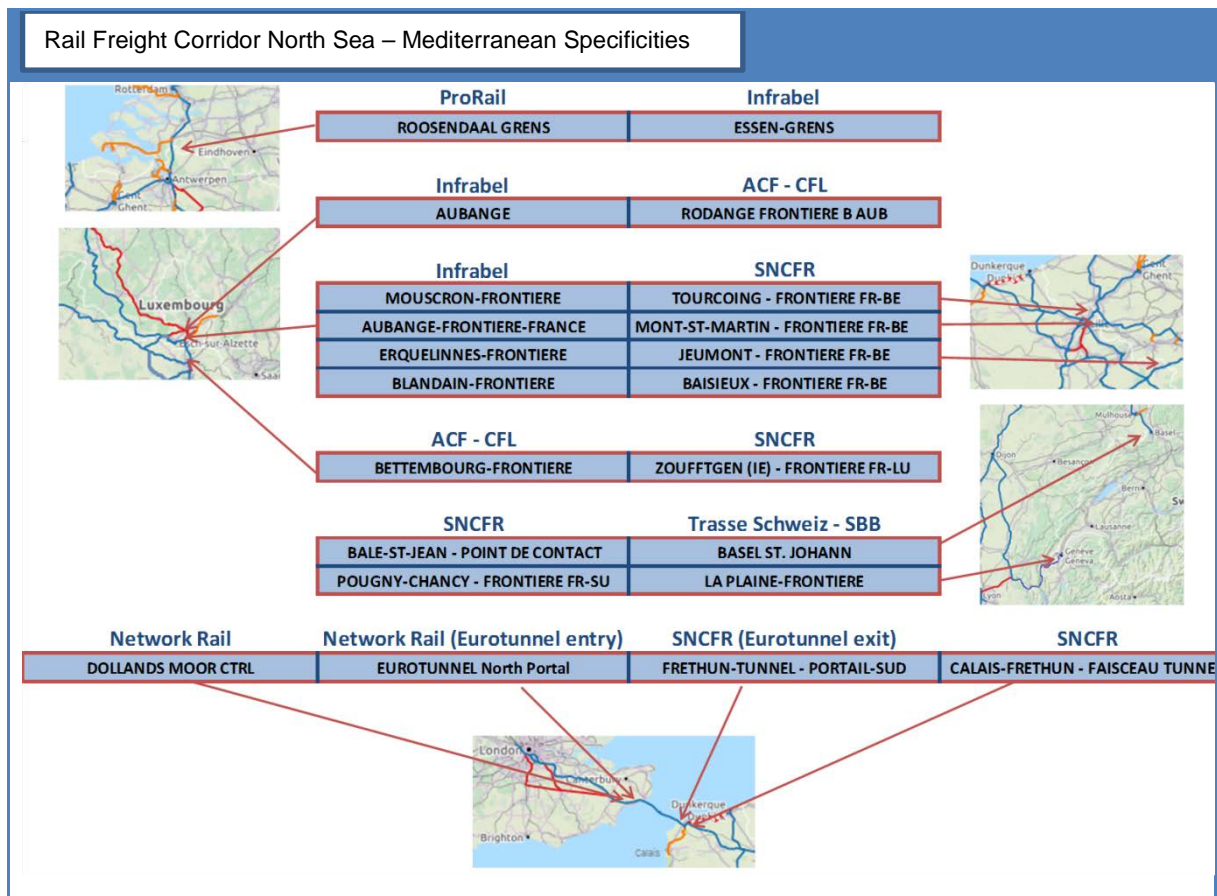
National IMs coordinate international traffic with neighbouring countries on a bilateral level. In this manner they ensure that all traffic on the network is managed in the most optimal way.

Rail Freight Corridor North Sea – Mediterranean Specificities

Rail Freight Corridor North Sea – Mediterranean organises approximately 3 meetings per year with IMs. The objective is to ensure a coordination between IM's on the most important identified topics (ex: TIS data exchange implementation)

## 5.1 Cross-border section information

In the table below, all cross-border sections covered by Rail Freight Corridor North Sea - Mediterranean are listed:



### 5.1.1 Technical features and operational rules

For all corridor related cross-border sections, the following information is available:

- Technical features
  - Maximum train weight and train length
  - Railway line parameters (number of tracks, electrification, profile, loading and vehicle gauge, speed limit, axle load, etc.)
- Operational rules
  - Languages used
  - Requirements running through the border (administrative and technical preconditions)
  - Special rules in case of system breakdown (communication system failure, safety system failure).

For Rail Freight Corridor North Sea - Mediterranean the above-mentioned information can be found:

- In the Network Statements of the IMs involved in the corridor
- On the RNE website – Traffic Management Information – Border section information sheet within the Excel table (<http://www.rne.eu/tm-tpm/other-activities-2>)
- On RFC NSM website, section “Traffic Management” (<https://www.rfc-northsea-med.eu/en/page/traffic-management>) and via the customer information platform ([https://cip.rne.eu/apex/f?p=cip:65:::::P65\\_CORRIDOR:2](https://cip.rne.eu/apex/f?p=cip:65:::::P65_CORRIDOR:2))
- In CID book 5 of the corridor RFC NSM

### 5.1.2 Cross-border agreements

Cooperation between the IMs on a corridor can be described in different types of agreements: in bilateral agreements between states (at ministerial level) and/or between IMs and in the detailed border section procedures.

Agreements applicable on Rail Freight Corridor North Sea - Mediterranean can be found in the overview below and contain the following information:

- Title and description of border agreement
- Validity
- Languages in which agreement is available
- Relevant contact person within IM.

On Rail Freight Corridor North Sea - Mediterranean the above-mentioned overview information can be found:

- On the RFC NSM website, section “Traffic Management” (<https://www.rfc-northsea-med.eu/en/page/traffic-management>)
- Via the Network Statements of the IMs involved in the corridor
- Via the RNE website – Traffic Management Information – Border agreements Level 1 and Level 2 sheets within the Excel table (<http://www.rne.eu/tm-tpm/other-activities-2>)

## 5.2 Priority rules in traffic management

In accordance with the Regulation, IMs involved in Rail Freight Corridor North Sea - Mediterranean commit themselves to treating international freight trains running on the corridor or feeder / outflow lines that run punctually according to the timetable in such a way that a high quality and punctuality level of this traffic is ensured, but always within the current possibilities and within the framework of national operational rules.

Please find more information on our website, section “Traffic Management” (<https://www.rfc-northsea-med.eu/en/page/traffic-management>)

To see the overview of national IM priority rules in traffic management, please visit: <http://www.rne.eu/tm-tpm/other-activities-2/>.

### 5.3 Traffic management in the event of disturbance

The goal of traffic management in case of disturbance is to ensure the safety of train traffic, while aiming to quickly restore the normal situation and/or minimise the impact of the disruption. The overall aim should be to minimise the overall network recovery time.

In order to reach the above-mentioned goals, traffic management in case of disturbance needs an efficient communication flow between all involved parties and a good degree of predictability, obtained by applying predefined operational scenarios at the border.

In case of international disruptions longer than 3 days with a high impact on international traffic, the International contingency management procedures as described in Chapter 4.1 of the ICM Handbook apply.

Please find a link to the Rail Freight Corridor North Sea – Mediterranean ICM handbook below:

<https://www.rfc-northsea-med.eu/index.php/en/page/traffic-management>

#### 5.3.1 Communication procedure

The main principle on which the communication procedure in case of disturbance is based is that the IM concerned is responsible for communication; it must deliver the information as soon as possible through standard channels to the RUs on its own network and to the neighbouring IMs.

In case of international disruptions longer than 3 days with a high impact on international traffic, the International contingency management communication procedures as described in Chapter 4.2 of the ICM Handbook apply.

For Rail Freight Corridor North Sea - Mediterranean the details of the relevant communication procedure can be found:

- Detailed rules for communication in case of disturbance are included in bilateral agreements, which can be found in RFC NSM website (<https://www.rfc-northsea-med.eu/en/page/traffic-management>)



- RFC NSM does not really have language communication issue. Neighbouring IMs on RFC NSM speak each other's language.

### 5.3.2 Operational scenarios within the RFC in the event of disturbance

For international disruptions longer than 3 days with a high impact on international traffic, RFC with its member IMs and related RFCs developed an international corridor re-routing overview combining national re-routing plans across borders along the Corridor, according to Chapter 3 of the ICM Handbook.

#### Rail Freight Corridor North Sea – Mediterranean Specificities

To fulfil the requirement of the Regulation providing for the setting up of Guidelines for traffic management in case of disturbance, IMs set up pre-defined, section-by-section operational scenarios in terms of the availability of diversionary routing, which are options that the IMs can take when a disturbance occurs. The aim of these scenarios is to provide both neighbouring IMs and the customer RUs with a range of predictable actions that they can expect from the IM. An overview can be found [here](#).

The scenarios are described in written bilateral or multi-lateral agreements between IMs and are defined on the basis of information regarding the routes' technical features. The chosen scenario is announced to the relevant RUs in time for them to be aware of operational features and required resources.

The definition of each scenario includes at least the following items:

- Description of the scenario
- Predefined diversionary routes, depending on:
  - Current timetable
  - Safety certification, if relevant
  - Technical equipment and restrictions
- Time frame to inform the RUs
- Available capacity on predefined diversionary routes, if possible.

The above-mentioned information can be found:

- In the Network Statements of the IMs involved in the corridor
- On the RNE website – Traffic Management Information – Operational scenarios sheet within the Excel table (<http://www.rne.eu/tm-tpm/other-activities-2>)
- On our website, section "Traffic Management" (<https://www.rfc-northsea-med.eu/en/page/traffic-management>)

### 5.3.3 Allocation rules in the event of disturbance

In case of international disruptions longer than 3 days with a high impact on international traffic, the International contingency management allocation principles as described in chapter Chapter 3.2 of the ICM Handbook apply.

## 5.4 Traffic restrictions

Information about planned restrictions can be found in Chapter 4, Coordination and Publication of Planned Temporary Capacity Restrictions (TCRs).

### Rail Freight Corridor North Sea – Mediterranean Specificities

On Rail Freight Corridor North Sea - Mediterranean the information about unplanned restrictions can be found:

- In the Network Statements of the IMs involved in the RFC
- In the relevant section on the IM's website (where applicable)

## 5.5 Dangerous goods

Detailed information about conditions for the transport of dangerous goods can be found in the Network Statements of IMs involved in Rail Freight Corridor North Sea - Mediterranean. Links to the network statements can be found in Book 2 of this CID.

## 5.6 Exceptional transport

Detailed information about conditions for the carriage of exceptional consignments can be found in the Network Statements of IMs involved in Rail Freight Corridor North Sea - Mediterranean. Links to the network statements can be found in Book 2 of this CID.

## 6. Train performance management

The aim of the Corridor Train Performance Management (TPM) is to measure punctuality, analyse weak points and recommend corrective measures, thus managing the train performance of international train services and improving punctuality across borders and handover points.

A necessary precondition for Train Performance Management is the implementation and use of the RNE Train Information System (as described in CID Book 1, Chapter 10 IT tools) by all involved IMs.

### Rail Freight Corridor North Sea – Mediterranean Specificities

#### 1. Introduction

The aim of Train Performance Management is to build an international common system and international common procedures which enables a corridor organization to measure, analyse (raw data, weak points, operational information ...) and take actions to improve train performance along the corridor lines. TPM follows a process on international rail traffic and relations to prepare the base for its improvements. These improvements produce benefits for all involved parties within international rail transports, for instance getting more efficiency on rail transport. This will be:

- Improved competitiveness for RUs
- Optimized use of capacity for IMs
- Shifting transport from road to rail

In consequence, this supports the modal shift target of the European Commission.

Train Performance Management allows:

- an international approach for punctuality analysis
- appointing a dedicated team of Performance Managers
- the identification of quality problems as a basis for improvement
- the fulfilment of customer expectations, the improvement of customer satisfaction and the increase of railway transportation
- the fulfilment of current and future obligations with respect to the monitoring of punctuality
- the promotion of international cooperation (look across the borders), involvement of Railway Undertakings (RU) in existing international working groups
- positive influence to insure a stable national network and international traffic

#### 2. TPM Objectives

a. General description of procedure

Train Performance Management leads to a continuous improvement through systematic monitoring and intervention (if necessary) to achieve an optimal quality in the whole production process.

	<p><b>Act: (improve)</b></p> <p><b>Post-processing</b></p> <p>Normative / actual value comparison</p> <p>Set defaults</p> <p>Identification of problems</p>	<p><b>Plan: (prepare)</b></p> <p><b>Operation</b></p> <p>Clarify and define improvement topic</p> <p>Define and describe the problem</p> <p>Collecting information</p> <p>Find of causes</p> <p>Formulation of improvements</p> <p>Set of measures</p>
	<p><b>Check: (evaluate)</b></p> <p><b>Analysis</b></p> <p>Monitoring of results</p> <p>Registration of results</p> <p>Summary of results</p> <p>Visualization of results</p>	<p><b>Do: (implement)</b></p> <p><b>Operation</b></p> <p>Implementation of the measures</p> <p>Keep deadlines</p> <p>Documentation of measures</p>

TPM Production Process

All activities regarding quality improvements have to be covered by a circle of management, which describes all necessities of planning, doings, check and acting. This means in particular to create exactly defined measures for all phases of improving quality on the rail network. The main purpose of such a working approach will be at least to have a very clear process description for all involved participants. The input for all phases has to be predefined by experts, worked out within special meetings of sub-groups.

**Measure punctuality**

Punctuality of a train is measured on the base of comparisons between the planned time in the timetable of a train identified by its train number and the actual running time at certain measuring points. A measuring point is a specific location on the route where the trains running data is captured. One can choose to measure arrival, departure or both, or run through time. Punctuality measurement is based on the internationally agreed timetable for the whole train run. Some IMs allocate a new timetable in case of delays. There may be cases where train runs should not be considered and are excluded from the punctuality measurement, e.g.

allocation of a new timetable in case of big delays for the remaining part of the train run (load shifting), missing running advices at specific measuring points, timetable inconsistencies at the border etc....

The main Corridor axes are defined, on which the traffic is monitored. Per axis, different measuring points are selected based on the number of trains passing, data quality and handling importance. This list is updated periodically.

It is neither possible nor advisable to monitor all the trains running along the Corridor. Therefore, a selection must be made. This selection is revised on a regular basis. The basic principles to take a train into account in the selection are the following:

- *Only trains which are available in the information tool (TIS)*
- *Only trains crossing at least one Corridor border point AND one other predefined corridor TPM point*

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### Cross corridor reporting

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If traffic flows on several corridors can be identified, cross-corridor reporting may be considered.

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### International data exchange

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The objective of the international data exchange, which will become mandatory with the implementation of TAF TSI, is to provide electronic data. This defines the obligations of the parties regarding confidential information and the conditions under which this information may be passed on to third parties. Confidentiality of data is a precondition to have access to the tools and to share information.

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### Confidentiality of data

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The data shall remain the property of the IMs providing it. Notwithstanding this circumstance, the data shall be confidential for IMs and RUs receiving it. In this respect the involved organisations (IMs or RUs) may divulge information on the data according to laws or contractual provisions governing the use and confidentiality of data. This confidentiality is ensured by the use of confidentiality agreements. This defines the obligations of the parties regarding confidential information and the conditions under which this information may be passed on to third parties. Signing the confidentiality agreement is a precondition to have access to the tools and to share information. From 2018, the confidentiality agreement for TPM is harmonised for all RFCs and can be obtained via the C-OSS (send mail to [oss@rfc2.eu](mailto:oss@rfc2.eu)).

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### Data quality checks

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Data quality needs to be monitored and is an integral part of Train Performance Management. A systematic procedure for the analysis of data quality issues as well as for the setting up of corrective actions is necessary. It does not concern the analysis of performance and related improvement actions. The data source is TIS and data is processed by Oracle Business Intelligence (OBI SE 1) through standardized templates provided by RNE.

## b. Tasks & roles of IM/RU members in Train Performance Management

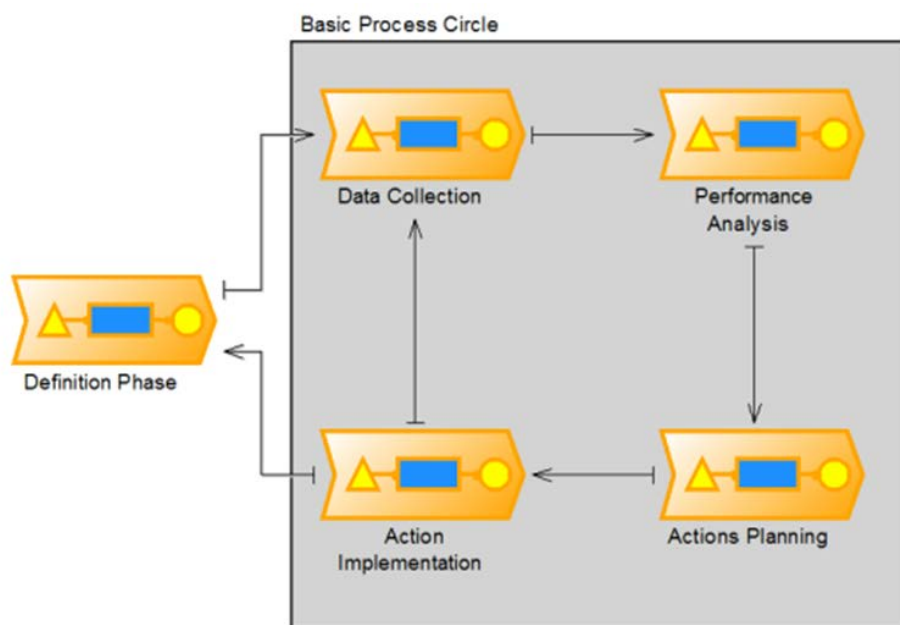
The project is guided by the TPM Working Group, with dedicated tasks and roles. This expert working group consists of:

- A Project Leader (member of the Corridor Permanent Team)
- A Corridor Performance Coordinator (person, member of an IM, in charge of the overall coordination of IM Performance Managers along a corridor and acting as a consultation partner for the Project Leader regarding questions of performance analyses)
- IM Performance Managers (person who represents their IM in the expert working group. This person is also responsible for taking care of needed measures in his area to improve the punctuality (together with the concerned RU(s)).

The TPM WG meets approximately 4 times a year. Generally, for two of these meetings, RUs are invited to participate to give feedback on ongoing issues. These numbers are only indicative.

Apart from the TPM WG, pragmatic bilateral working groups can be set-up, with composition depending on subject and/or corridor section, to act on issues raised in the TPM WG. These working groups are led by an IM Performance Manager (or the TPM Project Leader, when needed), and include concerned IM and RU representatives. The goal of these bilateral working groups is to investigate more deeply the concerned issues, draft an action plan, and follow-up on measures to be taken.

The following graphic shows the work flow for each part of the whole TPM-process:



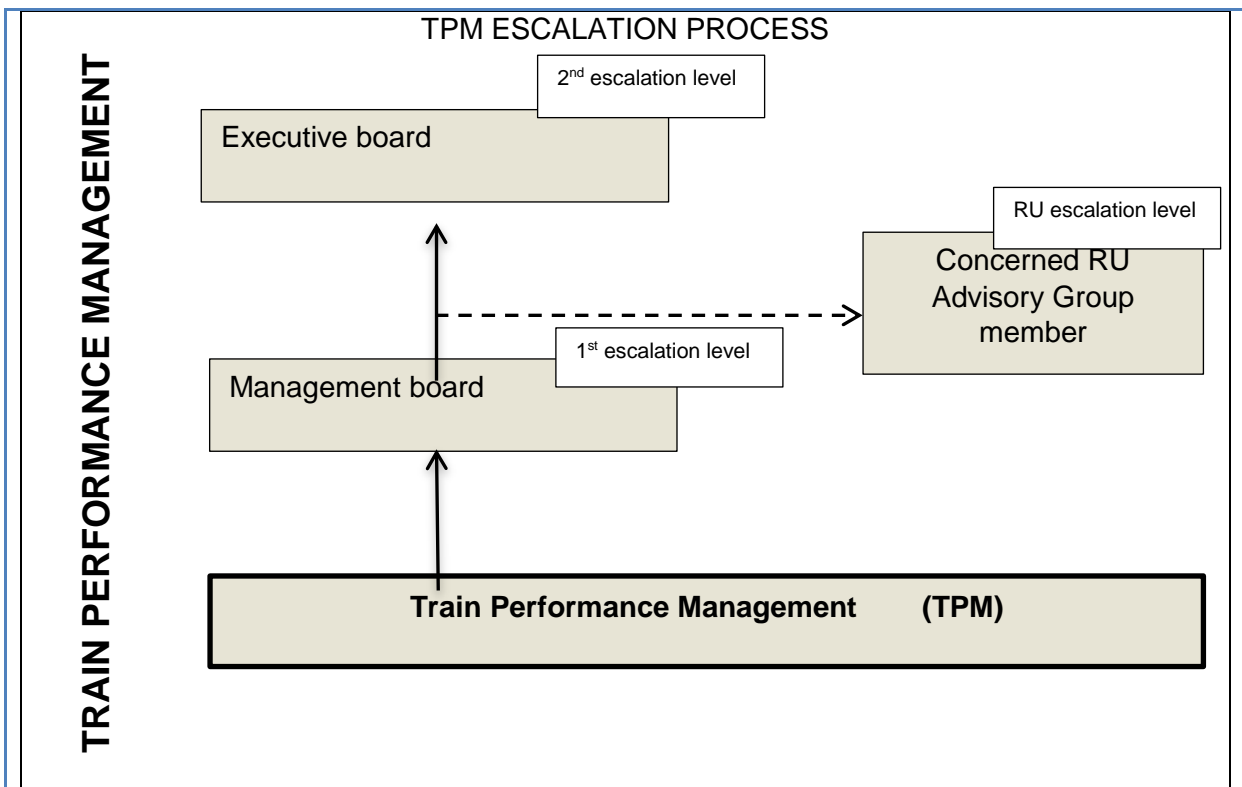
*work flow for each part of the TPM-process*

A non-exhaustive list of tasks and responsibilities of the TPM WG-members can be found below:

<b>Allocation of TPM Tasks</b>	<b>Project Leader</b>	<b>Performance Coordinator</b>	<b>IM Performance Manager</b>
<b>Definition Phase</b>			
Defining processes and standards for the TPM	R	X	X
Implementing processes for the TPM	R	X	X
Requesting development of IT tools based on requirements of TPM	R	X	X
Defining punctuality thresholds related to international products and traffics	R	X	X
Makes strategic decisions	R	X	X
Contact point for questions related to corridor issues at PM meetings	X		X
Checking processes and standards for the TPM		R	
<b>Data Collection</b>			
Updating train lists	X	R	X
Collection of data		X	R
Defining/implementing/checking the templates for reporting	X	R	X
Ensuring high data quality (raw data)		X	R
Distributing of defined performance reports	R	X	
<b>Performance Analysis</b>			
Combining national data into international performance data		R	X
Analysing the punctuality and delay causes in the reports		R	X
Analysing and ensuring high data quality, addressing problems to improve data completeness		X	R
Interpretation of graphs to define the problems	X	X	R
Addressing of weak points to the proper working group for taking actions	X	X	R
Receiving of feedbacks in terms of concrete actions and deadlines		X	R
Controlling of results of implemented measures		X	R
Combining national data into international performance data		R	X
<b>Action Planning</b>			
Organising TPM meetings for freight	R		X
Organising operational bilateral or multilateral meetings for freight and passenger	X	X	R
Analysing the reasons behind the problems		X	R
International escalation process	R	X	

Action Implementation			
Taking actions to eliminate the problems	X	R	X
<i>R = responsible, X = involved in the process</i>			
<p>During all tasks, Corridor and IM representatives may consult concerned RUs to execute these topics in the most optimal way.</p> <p style="text-align: center;">c. Documentation of results</p> <p>The major tools for documenting results of TPM are explained below.</p> <p style="text-align: center;">i. Reporting incl. catalogue of measures</p> <p>Train Performance Management works with standardized templates which are used by all participating countries. In this way comparability and aggregation is promoted. All monitored traffic will be evaluated and regularly reported. The reports show the current development of important key figures. Some of these figures are used to calculate the KPI described in chapter 4.8.1 of this Implementation Plan. The identified weaknesses and the formulated measures to eliminate them are collected in a catalogue of measures.</p> <p style="text-align: center;">d. Escalation</p> <p>Insufficient quality in the production process has to be addressed at the appropriate level and is escalated where necessary. Primarily, the problem must be solved on the national level by the involved IMs and RUs according to national processes. If the problem is not solvable by the IMs and RUs themselves, an escalation process can be started.</p> <p>Different scenarios like:</p> <ul style="list-style-type: none"> <li>- <i>problem in the cooperation amongst IMs</i></li> <li>- <i>problems in the cooperation between IMs and RUs</i></li> </ul>			





During all TPM WG meetings, reporting is done concerning the past TPM bilateral meetings. Problems that occur during these meetings can be identified, and possible escalation can be discussed.

If the TPM WG agrees on the escalation of a given case, the TPM Project Leader will address this case to the Management board.

The Management board can decide to tackle this issue within the higher hierarchy of the concerned IM or to escalate further.

This further escalation can imply three decisions: the MB can decide if this case will be discussed in a RAG meeting (for problems concerning all RUs), in a bi- or multilateral meeting with the involved RU representatives to the RAG, or to escalate immediately to the Executive board of the Corridor.

- e. Used tools
  - i. RNE Train Information System (TIS)

The Train Information System (TIS) supports international train management by delivering real-time train data concerning international passenger and freight trains. The tool allows tracking the complete train run of an international train across European borders. TIS serves as a source of information for international quality analysis, e.g. TPM.

TIS data is based on the standard UIC data exchange process. Most RFC North Sea-Mediterranean routes are currently covered by TIS.

The IMs send data to TIS, where all the information from the different IMs is combined into one train run from departure or origin to final destination. In this manner, a train can be monitored from start to end across borders. All collected data for the train runs, is accessible in TIS.

## Annexes

### **Annex 4.A Framework for Capacity Allocation**

Mentioned in Chapter 3.1

#### **Decision of the Executive Board of the Rail Freight Corridor North Sea-Mediterranean**

adopting the Framework for capacity allocation  
on the Rail Freight Corridor

Having regard to

- Regulation (EU) No 913/2010 of the European Parliament and of the Council and in particular Article 14 thereof;
- Directive 2012/34/EU of the European Parliament and of the Council and in particular Chapter IV (Section 3) thereof;

Whereas:

- Directive 2012/34/EU provides the general conditions and objectives of infrastructure capacity allocation;
- Article 14 of Regulation (EU) No 913/2010 provides the particular conditions applicable in the context of rail freight corridors;
- Article 14(1) of Regulation (EU) No 913/2010 requires the Executive Board to define the framework for the allocation of infrastructure capacity on the rail freight corridor;
- Articles 14(2) to (10) of Regulation (EU) No 913/2010 establish the procedures to be followed by the Management Board, Infrastructure Managers and Allocation Bodies, with reference to the general rules contained in Directive 2012/34/EU;
- The Executive Board invites the Management Board to cooperate with the other Management Boards in order to harmonise as far as possible the time limit mentioned in Article 14(5) of Regulation (EU) No 913/2010;
- The Executive Board invites the Management Board to cooperate with the relevant stakeholders in order to harmonise the conditions for capacity allocated but ultimately not used, taking into account Article 14(7) of Regulation (EU) No 913/2010.

Acting in accordance with its internal rules of procedure,

**THE EXECUTIVE BOARD HAS ADOPTED THIS DECISION:**

## Chapter I

### PURPOSE, SCOPE AND CHARACTER OF THE FRAMEWORK

#### *Article 1*

1. This framework for the allocation of infrastructure capacity on the rail freight corridor (“Corridor Framework”) concerns the allocation of pre-arranged paths as defined according to Article 14(3) of Regulation (EU) No 913/2010 (“the Regulation”), and of reserve capacity as defined according to Article 14(5) of the Regulation, displayed by the Corridor One-Stop-Shop (“C-OSS”) for freight trains crossing at least one border on a rail freight corridor. It describes the key activities of the C-OSS and Management Board in this respect, and also identifies the responsibilities of the Regulatory Bodies in accordance with Article 20 of the Regulation.
2. The scope of application of the Corridor Framework is the railway network defined in the rail freight corridor implementation plan where principal, diversionary and connecting lines are designated.
3. The Executive Board may decide to allow specific rules within this Corridor Framework for networks which are applying the provisions permitted in accordance with Article 2(6) of Directive 2012/34/EU.
4. In addition, specific rules and terms on capacity allocation may be applicable on parts of the rail freight corridor for the timetable periods 2020 to 2024. These rules and terms are described and defined in Annex 4.

#### *Article 2*

The document to be published by the Management Board in accordance with Article 18 of the Regulation – hereinafter referred to as the Corridor Information Document (“CID”) – shall reflect the processes in this Corridor Framework.

## Chapter II

### PRINCIPLES FOR THE OFFER OF PRE-ARRANGED PATHS AND RESERVE CAPACITY

#### *Article 3*

1. The offer displayed by the C-OSS contains pre-arranged paths and reserve capacity. The pre-arranged paths and reserve capacity are jointly defined and organised by the IMs/ABs in accordance with Article 14 of the Regulation. In addition, they shall take into account as appropriate:
  - recommendations from the C-OSS based on its experience;
  - customer feedback concerning previous years (e.g. received from the Railway Undertaking Advisory Group);
  - customer expectations and forecast (e.g. received from the Railway Undertaking Advisory Group);
  - results from the annual users satisfaction survey of the rail freight corridor;

- findings of any investigation conducted by the Regulatory Body in the previous year;
2. The infrastructure managers and allocation bodies (IMs/ABs) shall ensure that the pre-arranged path catalogue and reserve capacity are appropriately published. Before publication of the pre-arranged path catalogue and reserve capacity, the Management Board shall inform the Executive Board about the offer and its preparation.
  3. Upon request of the Regulatory Bodies and in accordance with Articles 20(3) and 20(6) of the Regulation, IMs/ABs shall provide all relevant information allowing Regulatory Bodies to assess the non-discriminatory designation and offer of pre-arranged paths and reserve capacity and the rules applying to them.

#### *Article 4*

1. The pre-arranged paths shall be handed over to the C-OSS for exclusive management at the latest by X-11<sup>1</sup>, and reserve capacity at the latest by X-2. The Management Board is required to decide whether, and if so to what extent, unused pre-arranged paths are to be returned by the C-OSS to the relevant IMs/ABs at X-7.5 or kept by the C-OSS after X-7.5 in order to accept late requests, taking into account the need for sufficient reserve capacity. The Management Board shall publish in the CID the principles on which it will base its decision.

#### *Article 5*

1. The pre-arranged paths managed by the C-OSS for allocation in the annual timetable and the reserve capacity are dedicated solely to the rail freight corridor. Therefore, it is essential that the displayed dedicated capacity is protected between its publication in the pre-arranged path catalogue and the allocation decision by the C-OSS at X-7.5 against unilateral modification by the IMs/ABs.
2. Following the allocation decision by the C-OSS at X-7.5, an IM/AB and an applicant may agree to minor modifications of the allocated capacity that do not impact the results of the allocation decision. In that case, the modified capacity shall have the same level of protection as that applied to the original capacity.

#### *Article 6*

1. Certain pre-arranged paths may be designated by the Management Board for the application of the network pre-arranged path priority rule “Network PaP rule” (defined in Annex 1) aimed at better matching traffic demand and best use of available capacity, especially for capacity requests involving more than one rail freight corridor. The Network PaP rule may apply to pre-arranged path sections linked together within one single or across several rail freight corridors. These sections are designated to promote the optimal use of infrastructure capacity available on rail freight corridors. A pre-arranged path on which the Network PaP rule applies is called “Network PaP”.
2. The designation of Network PaPs, in terms of origin and destination and quantity should take into account the following as appropriate:
  - scarcity of capacity;

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<sup>1</sup> X indicates the date of the timetable change; figures refer to months. Therefore X-11 is 11 months before the timetable change etc.

- the number and characteristics of conflicting requests as observed in previous years;
  - number of requests involving more than one rail freight corridor as observed in previous years;
  - number of requests not satisfied, etc. as observed in previous years.
3. Explanations for the designation of Network PaPs, the rail freight corridor sections to be covered by Network PaPs and an indicative share of Network PaPs as a proportion of all pre-arranged paths offered on the rail freight corridor shall be published in the CID.
  4. Where Network PaPs relate to more than one rail freight corridor, the Management Board shall cooperate with the Management Board(s) of the other relevant rail freight corridor(s) to engage the IMs/ABs in the designation process. If one rail freight corridor identifies a need for Network PaPs on several rail freight corridors, the other rail freight corridor(s) involved should if possible meet the request. These Network PaPs can only be designated if the Management Boards of all relevant rail freight corridors agree.

### Chapter III

#### PRINCIPLES OF ALLOCATION OF PRE-ARRANGED PATHS AND RESERVE CAPACITY

##### *Article 7*

1. The decision on the allocation of pre-arranged paths and reserve capacity on the rail freight corridor shall be taken by the C-OSS, in accordance with Article 13 of the Regulation.

The activities under the timetabling processes concerning pre-arranged paths and reserve capacity are set out in Annex 2.

#### III-A GENERAL PRINCIPLES RELATED TO THE FUNCTIONING OF THE C-OSS

##### *Article 8*

1. The CID to be published by the Management Board shall describe at least the competences, the form of organisation, the responsibilities vis-à-vis applicants and the mode of functioning of the C-OSS and its conditions of use.
2. The corridor capacity shall be published and allocated via an international path request coordination system, which is as far as possible harmonised with the other rail freight corridors.

#### III-B PRINCIPLES OF ALLOCATION

##### *Article 9*

1. The C-OSS is responsible for the allocation of pre-arranged paths and reserve capacity on its own rail freight corridor.
2. An applicant requesting pre-arranged paths or reserve capacity covering more than one rail freight corridor may select one C-OSS to act as a single point of contact to co-ordinate its request, but that C-OSS remains responsible for the allocation of capacity on its own rail freight corridor only.

3. Where the same pre-arranged paths are jointly offered by more than one rail freight corridor, the Management Board shall coordinate with the other Management Board(s) concerned to designate the C-OSS responsible for allocating those paths and publish this in the CID.

#### *Article 10*

1. After receipt of all path requests for pre-arranged paths at X-8 (standard deadline for submitting path requests for the annual timetable) the C-OSS shall decide on the -allocation of pre-arranged paths by X-7.5 and indicate the allocation in the path register accordingly.
2. Requests for pre-arranged paths that cannot be met pursuant to Article 13(3) of the Regulation and that are forwarded to the competent IMs / ABs in accordance with Article 13(4) are to be considered by IMs/ABs as having been submitted before the X-8 deadline. The IMs/ABs shall take their decision and inform the C-OSS within the timescales set out in Annex VII of Directive 2012/34/EU and described in Annex 2 of this Corridor Framework. The C-OSS shall complete the processing of the request and inform the applicant of the decision as soon as possible after receiving the decision from the competent IMs/ABs.
3. The Management Board is invited to decide the deadline for submitting requests for reserve capacity to the C-OSS in a harmonised way at 30 days before the running date.
4. Without prejudice to Article 48(1) of Directive 2012/34/EU, the C-OSS shall endeavour to provide a first response to requests for reserve capacity within five calendar days of receiving the path request.

### III-C PRINCIPLES OF FAIRNESS AND INDEPENDENCE

#### *Article 11*

1. The C-OSS shall respect the commercial confidentiality of information provided to it.
2. In the context of the rail freight corridor, and consequently from the point of view of international cooperation, C-OSS staff shall, within their mandate, work independently of their IMs/ABs in taking allocation decisions for pre-arranged paths and reserve capacity on a rail freight corridor. However, the C-OSS staff should work with the IMs/ABs for the purpose of coordinating the allocation of pre-arranged paths and reserve capacity with the allocation of feeder/outflow national paths.

### III-D PRIORITIES TO BE APPLIED BY THE C-OSS IN CASE OF CONFLICTING REQUESTS

#### *Article 12*

1. In the event of conflicting requests, the C-OSS may seek resolution through consultation as a first step, if the following criteria are met:
  - The conflict is only on a single rail freight corridor;
  - Suitable alternative pre-arranged paths are available.



2. Where consultation is undertaken, the C-OSS shall address the applicants and propose a solution. If the applicants agree to the proposed solution, the consultation process ends.
3. If for any reason the consultation process does not lead to an agreement between all parties by X-7.5 the priority rules described in Annex 1 apply.

#### *Article 13*

1. Where consultation under Article 12 is not undertaken, the C-OSS shall apply the priority rules and the process described in Annex 1 immediately.
2. The priority rules concern only pre-arranged paths and are applied only between X-8 and X-7.5 in the event of conflicting applications.
3. Once the allocation decision is made for requests received by X-8, the C-OSS shall propose suitable alternative pre-arranged paths, if available, to the applicant(s) with the lower priority ratings or, in the absence of suitable alternative pre-arranged paths, shall without any delay forward the requests to the competent IMs/ABs in accordance with Article 13(4) of the Regulation. These path requests are to be considered by IMs/ABs as having been submitted before the X-8 deadline.
4. Experience of the conflict resolution process should be assessed by the Management Board and taken into consideration for the pre-arranged path planning process in following timetable periods, in order to reduce the number of conflicts in following years.

#### *Article 14*

With regard to requests placed after X-8, the principle “first come, first served” shall apply.

### Chapter IV

#### APPLICANTS

#### *Article 15*

1. An applicant may apply directly to the C-OSS for the allocation of pre-arranged paths or reserve capacity.
2. Applicants shall accept the rail freight corridor’s general terms and conditions as laid down in the CID in order to place requests for pre-arranged path and reserve capacity. A copy of these general terms and conditions shall be provided free of charge upon request. The applicant shall confirm that:
  - it accepts the conditions relating to the procedures of allocation as described in the CID,
  - it is able to place path requests via the system referred to in Article 8,
  - it is able to provide all data required for the path requests.

The conditions shall be non-discriminatory and transparent.

3. The allocation of pre-arranged paths and reserve capacity by the C-OSS to an applicant is without prejudice to the national administrative provisions for the use of capacity.
4. Once the pre-arranged path/reserve capacity is allocated by the C-OSS, the applicant shall appoint the railway undertaking(s) which will use the train path/reserve capacity on its behalf and shall inform the C-OSS and the IMs / ABs accordingly. If this appointment is

not provided by the applicant by 30 days before the running day at the latest, regardless of whether it is a prearranged path or reserve capacity, the allocated path shall be considered as cancelled.

5. The CID shall describe the rights and obligations of applicants vis-à-vis the C-OSS, in particular where no undertaking has yet been appointed.

## Chapter V

### REGULATORY CONTROL

#### *Article 16*

1. The application of this Corridor Framework on the annual allocation of capacity shall be subject to the control of the Regulatory Bodies.
2. Article 20 of the Regulation requires the relevant Regulatory Body in each rail freight corridor to collaborate with other relevant Regulatory Bodies. The Executive Board invites the Regulatory Bodies involved on the corridor to set out the way in which they intend to cooperate on regulatory control of the C-OSS, by developing and publishing a cooperation agreement defining how complaints regarding the allocation process of the C-OSS are to be filed and how decisions following a complaint are to be taken. The Executive Board also invites the Regulatory Bodies to set out the procedures they envisage for co-operation across rail freight corridors.
3. Where a cooperation agreement has been developed and published, the CID should provide a link to it.

## Chapter VI

### FINAL PROVISIONS

#### *Article 17*

The Management Board shall inform the Executive Board on an annual basis, using the indicators identified in Annex 3, of the quantitative and qualitative development of pre-arranged paths and reserve capacity, in accordance with Article 9(1)c and 19(2) of the Regulation. On this basis, the Executive Board shall evaluate the functioning of the Corridor Framework annually and exchange the findings with the other rail freight corridors applying this Corridor Framework. The Regulatory Bodies may inform the Executive Board of their own observations on the monitoring of the relevant freight corridor.

#### *Article 18*

1. The Executive Board has taken this Decision on the basis of mutual consent of the representatives of the authorities of all its participating States, in accordance with the provisions of Article 14(1) of the Regulation. This Decision is legally binding on its addressees and shall be published.
2. This Corridor Framework replaces any previous Corridor Framework. It shall come into force on 14 December 2019 for the timetable period 2020.

3. Changes to this Corridor Framework can be made but only after consultation with the Management Board and with all rail freight corridors' Executive Boards and Regulatory Bodies.

*Article 19*

1. The priority rule and the process described in Annex 1, which are based on frequency and distance criteria, shall be evaluated by the rail freight corridor at the latest in the second half of 2021. This evaluation shall be based on a general assessment undertaken by the rail freight corridor taking into account its experience in terms of allocation. The evaluation shall also take into account the experiences from the specific rules and terms as referred to in Article 1(4).
2. In accordance with the results of the evaluation of the priority rule, as described above, any potential modification would take effect for the timetable period 2023 and onwards.

*Article 20*

A reference to this Corridor Framework will be included in the CID and in the network statements of the IMs/ABs.

*Article 21*

This Decision is addressed to the IMs/ABs and the Management Board of the rail freight corridor.

## ANNEXES

1. Description of the priority rule at X-8 in the event of conflicting requests for pre-arranged paths
2. Activities within the timetabling processes concerning pre-arranged paths and reserve capacity
3. Evaluation of the allocation process.
4. Specific rules and terms on capacity allocation applicable on parts of the rail freight corridor according to Art. 1(4)

## ANNEX 1

### **Description of the priority rule at X-8 in the event of conflicting requests for pre-arranged paths.**

For the purpose of this Annex, a request comprises a train run from origin to destination, including sections on one or more rail freight corridors as well as feeder and/or outflow paths, on all of its running days. In certain cases, which are due to technical limitations of the IT system used, a request may have to be submitted in the form of more than one dossier. These cases must be described in the CID.

#### **If no “Network PaP” is involved in the conflicting requests**

The priority is calculated according to this formula:

$$K = (L^{\text{PAP}} + L^{\text{F/O}}) \times Y^{\text{RD}}$$

$L^{\text{PAP}}$  = Total requested length of all PaP sections on all involved RFCs included in one request.

$L^{\text{F/O}}$  = Total requested length of the feeder/outflow path(s) included in one request; for the sake of practicality, is assumed to be the distance as the crow flies.

$Y^{\text{RD}}$  = Number of requested running days for the timetable period. A running day will only be taken into account for the priority calculation if it refers to a date with a published PaP offer for the given section.

K = The rate for priority

All lengths are counted in kilometres.

The method of applying this formula is:

in a first step the priority value (K) is calculated using only the total requested length of pre-arranged path ( $L^{\text{PAP}}$ ) multiplied by the Number of requested running days ( $Y^{\text{RD}}$ );

- if the requests cannot be separated in this way, the priority value (K) is calculated using the total length of the complete paths ( $L^{\text{PAP}} + L^{\text{F/O}}$ ) multiplied by the number of requested running days ( $Y^{\text{RD}}$ ) in order to separate the requests;
- if the requests cannot be separated in this way, a random selection is used to separate the requests. This random selection shall be defined in the CID.

#### **If a “Network PaP” is involved in at least one of the conflicting requests:**

- If the conflict is not on a “Network PaP”, the priority rule described above applies
- If the conflict is on a “Network PaP”, the priority is calculated according to the following formula:

$$K = (L^{\text{NetPAP}} + L^{\text{Other PAP}} + L^{\text{F/O}}) \times Y^{\text{RD}}$$

K = Priority value

$L^{\text{NetPAP}}$  = Total requested length (in kilometres) of the PaP defined as “Network PaP” on either RFC included in one request.

$L^{\text{Other PAP}}$  = Total requested length (in kilometres) of the PaP (not defined as “Network PaP”) on either RFC included in one request.

$L^{\text{F/O}}$  = Total requested length of the feeder/outflow path(s) included in one request; for the sake of practicality, is assumed to be the distance as the crow flies.

$Y^{\text{RD}}$  = Number of requested running days for the timetable period. A running day will only be taken into account for the priority calculation if it refers to a date with a published PaP offer for the given section.

The method of applying this formula is:

- in a first step the priority value (K) is calculated using only the total requested length of the “Network PaP” ( $L^{\text{NetPAP}}$ ) multiplied by the Number of requested running days ( $Y^{\text{RD}}$ )
- if the requests cannot be separated in this way, the priority value (K) is calculated using the total length of all requested “Network PaP” sections and other PaP sections ( $L^{\text{NetPAP}} + L^{\text{Other PAP}}$ ) multiplied by the Number of requested running days ( $Y^{\text{RD}}$ ) in order to separate the requests
- if the requests cannot be separated in this way, the priority value (K) is calculated using the total length of the complete paths ( $L^{\text{NetPAP}} + L^{\text{Other PAP}} + L^{\text{F/O}}$ ) multiplied by the Number of requested running days ( $Y^{\text{RD}}$ ) in order to separate the requests

If the requests cannot be separated in this way, a random selection is used to separate the requests. This random selection shall be defined in the CID.

## ANNEX 2

### Activities under the timetabling processes concerning pre-arranged paths and reserve capacity.

Date/period	Activity
X-19 – X-16	Preparation phase
X-16 – X-12	Construction phase
X-12 – X-11	Approval and publication
X-11	Publication of pre-arranged paths provided by the IMs/ABs and identification among them of the designated Network PaPs
X-11 – X-8	Application for the Annual Timetable
X-8	Deadline for submitting path requests
X-8 – X-7.5	Pre-booking phase
X-7.5	Forwarding requests with “flexible approaches” (e.g. Feeder/Outflow) “special treatments” and requests where the applicant has neither received the requested pre-arranged path nor accepted – if applicable – an appropriate alternative pre-arranged path to IMs/ABs
X-7.5	Possible return of some remaining (unused) pre-arranged paths to the competent IMs/ABs – based on the decision of the rail freight corridor Management Board – for use during the elaboration of the annual timetable by the IMs/ABs
X-7.5 – X-5.5	Path construction phase for the “flexible approaches”
X-5.5	Finalisation of path construction for requested “flexible approaches” by the IMs/ABs and delivering of the results to C-OSS for information and development of the draft timetable
X-5	Publication of the draft timetable for pre-arranged paths – including sections provided by the IMs/ABs for requested “flexible approaches” by the C-OSS - and for tailor-made alternatives in case the applicant has neither received the requested pre-arranged path nor accepted – if applicable – an appropriate alternative pre-arranged path
X-5 – X-4	Observations from applicants
X-4 – X-3.5	Post-processing and final allocation
X-7,5 – X-2	Late path request application phase
X-4 – X-1	Late path request allocation phase
X-4 – X-2	Planning (production) reserve capacity for ad-hoc traffic
X-2	Publication reserve capacity for ad-hoc traffic
X-2 – X+12	Application and allocation phase for ad hoc path requests

X+12 – X+15	Evaluation phase
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## ANNEX 3

### Evaluation of the allocation process

The process of capacity allocation on the rail freight corridor shall be evaluated throughout the allocation process, with a focus on continuous improvement of the working of the C-OSS. The evaluation shall take place after the major deadlines:

X-11: Publication of PaPs

X-8: Deadline for submitting path requests in the annual timetabling process

X-7.5: Deadline for treatment of PaP requests for the annual timetable by the C-OSS

X-2: Publication of reserve capacity for ad-hoc traffic

The evaluation shall be undertaken by the Management Board. Furthermore, the Management Board shall compile an annual evaluation report which includes recommendations for improvements of the capacity allocation process. The Annual report shall be addressed to the Executive Board.

The results of the monitoring shall be published by the Management Board, and to be included in the reporting as referred to in Article 19 of the Regulation.

The following basic indicators shall at least be evaluated using the methodology outlined below:

Indicator	Calculation formula	Timing
Volume of offered capacity	Km*days offered	At X-11 and X-2
Volume of requested capacity	Km*days requested	At X-8
Volume of requests	Number of requests	At X-8
Volume of capacity (pre-booking phase)	Km*days -(pre-booking phase)	At X-7.5
Number of conflicts	Number of requests submitted to the C-OSS which are in conflict with at least one other request	At X-8



## ANNEX 4

### **Specific rules and terms on capacity allocation applicable on parts of the rail freight corridor according to Art. 1(4)**

This Annex will apply on the following parts of the rail freight corridor:

- Rotterdam-Antwerp, on the RFC “North Sea-Mediterranean”
- Mannheim-Miranda de Ebro, on the RFC “Atlantic”
- Munich-Verona, on the RFC “Scandinavian-Mediterranean”

For additional routes, the Management Board shall make a proposal to the Executive Board for approval.

The decision shall be published by the Management Board in accordance with Article 18 of the Regulation.

The timeline of Annex 2 shall be adapted as follows for the reserve capacity provided in accordance to Article 1(4):

- [X-4 – X-2: Planning (production) reserve capacity for ad-hoc traffic] shall be replaced by [Until X-11: Planning (production) reserve capacity]
- [X-2: Publication reserve capacity for ad-hoc traffic” shall be replaced by [X-11: Publication of reserve capacity]
- [X-2 – X+12: Application and allocation phase for ad hoc path requests] shall be replaced by [M-4 – M-1: Application for reserve capacity and start of allocation phase]

In its request, the applicant has to indicate the timetable period of the request. If one or several operation days (following the first day of operation) are part of subsequent timetable periods, the applicant may announce this in its request. The request may not exceed a period of 36 months.

The C-OSS must consider the request in all timetable periods concerned:

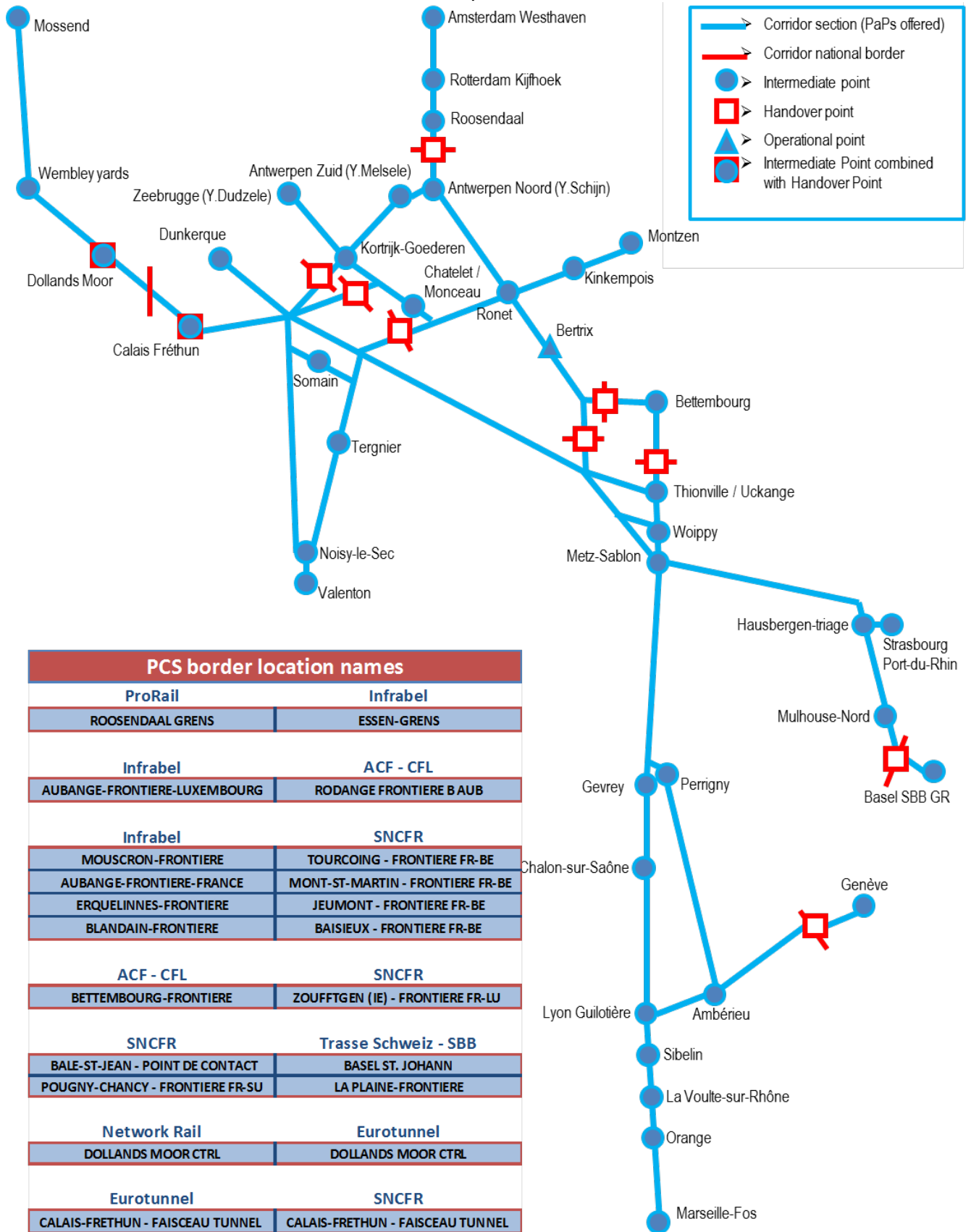
- For the first timetable period, the C-OSS has to allocate a path, if available;
- For subsequent timetable periods, the concerned IMs may conclude a framework agreement in compliance with Article 42 of Directive 2012/34/EU and Commission Implementing Regulation (EU) 2016/545 where possible.

## Annex 4.B Table of deadlines

Date / Deadline	Date in X-System	Description of Activities
14 January 2019	X-11	Publication of PaP Catalogue
14 January 2019 – 28 January 2019	X-11 – X-10.5	Correction phase (corrections of errors to published PaPs)
8 April 2019	X-8	Last day to request a PaP
16 April 2019		Last day to inform applicants about the alternative PaP offer
22 April 2019	X-7.5	Last day for C-OSS to send PaP pre-booking information to applicants
1 July 2019	X-5	Publication of draft timetable
2 July 2019 – 2 August 2019	X-5 – X-4	Observations and comments from applicants
23 April 2019 – 21 October 2019	X-7.5 – X-2	Late path request application phase via the C-OSS
20 August 2019 – 18 November 2019	X-3.5 – X-1	Late path request allocation phase
19 August 2019	X-3.5	Publication of final offer
25 August 2019	X-2.5	Acceptance of final offer
15 October 2019	X-2	Publication of RC
15 December 2019	X	Timetable change
15 October 2019 – 13 December 2020	X-2 - X+12	Application and allocation phase for RC

# Annex 4.C Schematic Map

Mentioned in Chapter 3.4.1.2



PCS border location names	
<b>ProRail</b>	<b>Infrabel</b>
ROOSENDAAL GRENS	ESSEN-GRENS
<b>Infrabel</b>	<b>ACF - CFL</b>
AUBANGE-FRONTIERE-LUXEMBOURG	RODANGE FRONTIERE B AUB
<b>Infrabel</b>	<b>SNCFR</b>
MOUSCRON-FRONTIERE	TOURCOING - FRONTIERE FR-BE
AUBANGE-FRONTIERE-FRANCE	MONT-ST-MARTIN - FRONTIERE FR-BE
ERQUELINNES-FRONTIERE	JEUMONT - FRONTIERE FR-BE
BLANDAIN-FRONTIERE	BAISIEUX - FRONTIERE FR-BE
<b>ACF - CFL</b>	<b>SNCFR</b>
BETTEMBOURG-FRONTIERE	ZOUFFTGEN (IE) - FRONTIERE FR-LU
<b>SNCFR</b>	<b>Trasse Schweiz - SBB</b>
BALE-ST-JEAN - POINT DE CONTACT	BASEL ST. JOHANN
POUGNY-CHANCY - FRONTIERE FR-SU	LA PLAINE-FRONTIERE
<b>Network Rail</b>	<b>Eurotunnel</b>
DOLLANDS MOOR CTRL	DOLLANDS MOOR CTRL
<b>Eurotunnel</b>	<b>SNCFR</b>
CALAIS-FRETHUN - FAISCEAU TUNNEL	CALAIS-FRETHUN - FAISCEAU TUNNEL

## **Annex 4.D Specialities on specific PaP sections on Rail Freight Corridor North Sea - Mediterranean**

Mentioned in Chapter [3.4.1.2](#)

### **Annex 4.D-1 Prorail**

All PaPs on Prorail sections are published in PCS as Flex PaPs for 365 days, for technical reasons only. Only the displayed timetable is guaranteed. Border times should be respected in all cases. The regime of the PaP can be found in the notes of the PaP in PCS, or in the PaP catalogue, published on the RFC NSM website (<http://www.rfc-northsea-med.eu/en/pages/capacity>). For days for which the PaP has not been constructed, a tailor made offer will be drafted as close as possible to the published PaP timetable.

Specific rules apply for the section ‘Roosendaal – Kijfhoek’ in the scope of the TTR pilot Antwerp-Rotterdam. PaPs are published for the annual timetable (normal PaPs) or for rolling planning. For the latter a specific procedure applies. These PaPs are identified in January via the pilot capacity model and the RFC NSM PaP catalogue, but can only be ordered via PCS and the RFC NSM C-OSS from X-4 (before the first scheduled train run). More information can be found in the Pilot Information Document which can be found [here](#).

### **Annex 4.D-2 Infrabel**

All PaPs on Infrabel sections are published as Flex PaPs. Flexibility is offered via optional stops where possible, and/or by giving the applicant the possibility to request minor changes to the published PaP timetable, for which the feasibility will be studied by the IM. Border times should be respected in all cases.

The PaPs are also all published for 365 days, for technical reasons only. The regime of the PaP can be found in the notes of the PaP in PCS, or in the PaP catalogue, published on the RFC NSM website (<http://www.rfc-northsea-med.eu/en/pages/capacity>). For days for which the PaP has not been constructed, a tailor made offer will be drafted as close as possible to the published PaP timetable.

Specific rules apply for the section ‘Y.Schijn – Essen grens’ in the scope of the TTR pilot Antwerp-Rotterdam. PaPs are published for the annual timetable (normal PaPs) or for rolling planning. For the latter a specific procedure applies. These PaPs are identified in January via the pilot capacity model and the RFC NSM PaP catalogue, but can only be ordered via PCS and the RFC NSM C-OSS from X-4 (before the first scheduled train run). More information can be found in the Pilot Information Document which can be found [here](#).

### **Annex 4.D-3 SNCF-Réseau**

All PaPs on SNCF Réseau sections are published as Flex PaPs. Flexibility is offered via optional stops where possible, and/or by giving the applicant the possibility to request minor changes to the published PaP timetable, for which the feasibility will be studied by the IM. Border time should be respected in all cases.

The PaPs are also published for 365 days for technical reasons only. The regime of the PaP can be found in the notes of the PaPs in PCS and in the PaP catalogue published on the Corridor's website. For days for which a PaP has not been allocated, the applicant has to make a new request (a demande tardive au service – DTS), taking into consideration the reason why the path couldn't be allocated.

In addition, in the weeks following the publication, an information on the days for which the PaPs have a risk of being in conflict with TCRs will be provided. These days can be requested as a PaP, but there is a high probability that no path will be allocated for these requests.

#### Annex 4.D-4 Network Rail

All PaPs on Network Rail sections are published in PCS as Flex PaPs for 365 days, for technical reasons only. Only the displayed timetable is guaranteed. Border times should be respected in all cases. The regime of the PaP can be found in the notes of the PaP in PCS, or in the PaP catalogue, published on the RFC NSM website (<http://www.rfc-northsea-med.eu/en/pages/capacity>). For days for which the PaP has not been constructed, a tailor made offer will be drafted as close as possible to the published PaP timetable.

#### Annex 4.D-5 Eurotunnel

All PaPs on Eurotunnel sections are published as Fix PaPs. The PaPs are also all published for 365 days, for technical reasons only. The regime of the PaP can be found in the notes of the PaP in PCS, or in the PaP catalogue, published on the RFC NSM website (<http://www.rfc-northsea-med.eu/en/pages/capacity>). For days for which the PaP has not been constructed, a tailor made offer will be drafted as close as possible to the published PaP timetable.

#### Annex 4.D-6 CFL / ACF

All PaPs on CFL/ACF sections are published as Flex PaPs. Flexibility is offered by giving the applicant the possibility to request minor changes to the published PaP timetable, for which the feasibility will be studied by the IM. Border times should be respected in all cases.

The PaPs are also all published for 365 days, for technical reasons only. The regime of the PaP can be found in the notes of the PaP in PCS, or in the PaP catalogue, published on the RFC NSM website (<http://www.rfc-northsea-med.eu/en/pages/capacity>). For days for which the PaP has not been constructed, a tailor made offer will be drafted as close as possible to the published PaP timetable.

#### Annex 4.D-7 SBB / Trasse Schweiz

All PaPs on SBB/TS sections are published as Flex PaPs. Flexibility is offered by giving the applicant the possibility to request minor changes to the published PaP timetable, for which the feasibility will be studied by the IM. Border times should be respected in all cases.

The PaPs are also all published for 365 days, for technical reasons only. The regime of the PaP can be found in the notes of the PaP in PCS, or in the PaP catalogue, published on the RFC NSM website (<http://www.rfc-northsea-med.eu/en/pages/capacity>). For days for which the PaP has not been constructed, a tailor made offer will be drafted as close as possible to the published PaP timetable.

Section / Location	Parameter	Condition
Stopping time in border shunting yard	Basel from / to France	standard 60 minutes / max 90 minutes

## Annex 4.E Table of distances (PaP sections)

Mentioned in Chapter 3.4.1.3

	N°	Section	Border with Section X	KM
ProRail	S1	Amsterdam - Rotterdam Kijfhoek		90.7
	S2a	Rotterdam Maasvlakte - Rotterdam Kijfhoek		45
	S2b	Rotterdam Kijfhoek - Roosendaal Grens	S3	51

Infrabel	S3	Essen Grens - Antwerpen Noord	S2	23.3
	S4	Antwerpen Noord - Antwerpen Zuid W.H.		23
	S5a	Zeebrugge - Kortrijk		67.1
	S5b	Kortrijk - Tournai		35.1
	S6	Antwerpen Zuid W.H. - Moeskroen Grens	S23	109.8
	S7a	Antwerpen Noord - Namur		140.5
	S7b	Namur - Y.Aubange		167.9
	S7c	Y.Aubange - Aubange Frontière CFL	S12	0.8
	S7d	Y.Aubange - Aubange Frontière SNCFR	S15	1.5
	S8	Baisieux - Charleroi	S24	110.7
	S9	Erquelines Frontière - Charleroi	S30	19.6
	S10	Charleroi - Namur		37.3
	S11a	Namur - Liège		56.2
S11b	Liège - Montzen		46.3	

CFL-ACF	S12	Rodange Frontière - Bettembourg	S7c	31.2
	S13	Bettembourg - Bettembourg Frontière	S14	2.5

SNCFR	S14	Zoufftgen Frontière - Thionville	S13	15
	S15	Mont Saint Martin Frontière - Thionville	S7d	69.5
	S16	Thionville - Metz		34.3
	S17	Metz - Strasbourg		159.9
	S18	Strasbourg - St.Louis Frontière	S34	138.3
	S19	Metz - Toul		71.5
	S20	Toul - Dijon		194.6
	S21	Dijon - Ambérieu		193.8
	S22	Dijon - Lyon		196.7
	S23	Tourcoing Frontière - Lille	S6	15.6
	S24	Baisieux Frontière - Lille	S8	11.3
	S25	Lille - Dunkerque		95.6
	S26	Lille - Calais	S36	99.8
	S27	Lille - Somain		42.8
	S28	Lille - Valenciennes		47.8
	S29	Lille - Paris		242.8
S30	Jeumont Frontière - Somain	S9	81.3	

	<b>S31</b>	Somain - Tergnier		<b>99.6</b>
	<b>S32</b>	Tergnier - Paris		<b>175.9</b>
	<b>S33</b>	Valenciennes - Thionville		<b>272.8</b>
	<b>S34</b>	Lyon - Marseille		<b>341.2</b>
	<b>S35</b>	Ambérieu - Pougny-Chancy Frontière	<b>S41</b>	<b>100.8</b>

<b>Eurotunnel</b>	<b>S36</b>	Calais Fréthun - Dollands Moor	<b>S26</b>	<b>55</b>
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<b>Network Rail</b>	<b>S37</b>	Dollands Moor - Wembley	<b>S36</b>	<b>125.4</b>
	<b>S38</b>	Wembley - Mossend		<b>616.4</b>

<b>SBB-TS</b>	<b>S40</b>	St.Johann Grenze - Basel SBB GR	<b>S18</b>	<b>11</b>
	<b>S41</b>	La Plaine Frontière - Geneva (La Praille)	<b>S35</b>	<b>18</b>