



# **CID Book 4 - Procedures for Capacity and Traffic Management**

**Harmonised texts concerning capacity  
management, coordination and publication of  
planned temporary capacity restrictions, traffic  
management for all corridors**

**2019 timetable year**

**Version Control**

Version number	Chapter changed	Changes	X marks, which part in the chapter concerned has been changed	
			Common part	Corridor-specific part
	x.x.x			X

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## RNE Corridor Information Document Common Structure

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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 Corridor [Corridor name] 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.

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 Corridor [Corridor Name]'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 Corridor [Corridor Name] are placed under the common texts and marked as shown below.

Corridor [Corridor Name] Specificities
The corridor specific parts are displayed in this frame.

## 2 Corridor OSS

According to Article 13 of the Regulation (EU) No 913/2010, the MB of Corridor [Corridor name] has established a C-OSS. The tasks of the C-OSS are carried out in a non-discriminatory way and maintain customer confidentiality.

### 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 Corridor [Corridor name]. 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

Corridor [Corridor Name] Specificities	
Address	
Phone	
Email	

### 2.3 Corridor language

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

Corridor [Corridor Name] Specificities
--

<i>The C-OSS has additional official languages for correspondence:</i>
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### 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 customers, 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
  - 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 [Corridor Name] (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
  - Allocate capacity for the late path request phase – where applicable
- Allocation phase: ad-hoc requests (RC) (running timetable process)
  - Collect, check and review all requests for RC
  - 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 [Corridor Name] adopting the Framework for capacity allocation on the Rail Freight Corridor" (FCA), which was signed by representatives of the ministries of transport on (DD-MM-YYYY). The document is available under:

- Annex 4.A Framework for Capacity Allocation

Corridor [Corridor Name] Specificities
➤ [Link on the Corridor's website]

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 Corridor [Corridor Name] 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.

Corridor [Corridor Name] Specificities	
The Corridors shall apply one of the below solutions:	
<i>A) An overview of the deadlines of the IMs/ABs on Corridor [Corridor Name] (extract from the different Network Statements) is listed below.</i>	
<b>IM</b>	<b>Deadline</b>
Example	X days before the train run
Example	At the moment of application for capacity
<i>B) Detailed information about the deadlines can be found in the Network Statements of IMs involved in Corridor [Corridor name]. Links to the network statements can be found in Book 2 of this CID.</i>	

### 3.3 Requirements for requesting capacity

Corridor [Corridor Name] 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 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 IMs 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.

### 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 Corridor [Corridor Name], PaPs are split up in several sections, instead of being supplied as entire PaPs, as for example from [Start Point(s)] to [End Point(s)]. 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 Corridor's website.

Corridor [Corridor Name] Specificities
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<i>The PaP catalogue can be found under the following link:</i> link to PaP-Catalogue Corridor [Corridor Name]
--

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

Corridor [Corridor Name] Specificities
[Small version of the schematic corridor map to be placed here]

Symbols in schematic corridor map:

Nodes along the Corridor [Corridor Name], 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, especially in combination with Flex PaP, 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 [Large version of the schematic corridor map to be placed in this Annex].

### 3.4.1.3 Features of PaPs

The capacity offer on a Corridor has the following features:

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

Annex 4.1

- 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 (Flex-PaP) (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.
  - Handover times at Handover Points (as defined in Chapter 3.4.1.2) between IMs/ABs are fixed (and harmonised by IMs/ABs) and cannot be changed.
  - 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 and need no change of handover times at Handover Points between IMs/ABs.

The C-OSS promotes the PaPs by presenting them to existing and potential customers (e.g. letters to customers, RAG, customer meetings, conferences, etc.).

Corridor [Corridor Name] Specificities
<p>Corridor-specificities (stating at least, whether the Corridor offers FixPaPs, FlexPaPs or a combination of both) shall be described here and additionally in Annex 4 D.</p> <p>In case the capacity bandwidth approach is applied, its characteristics shall be described here.</p>

**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.

Corridor [Corridor Name] Specificities		
Corridor [Corridor Name] is connected to	at / between	offer
Example: Corridor North Sea - Mediterranean	Basel SBB RB	harmonised

### 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.

Corridor [Corridor Name] Specificities		
Description of common offers on overlapping sections on Corridor [Corridor Name]		
Overlapping section with common offer	Involved corridors	Responsible C-OSS
Example: Åhus to Bratislava	RFC 1 RFC 5	RFC 1
Example: Yddingesjön to Zwycięska	RFC 3 RFC 6	RFC 6

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

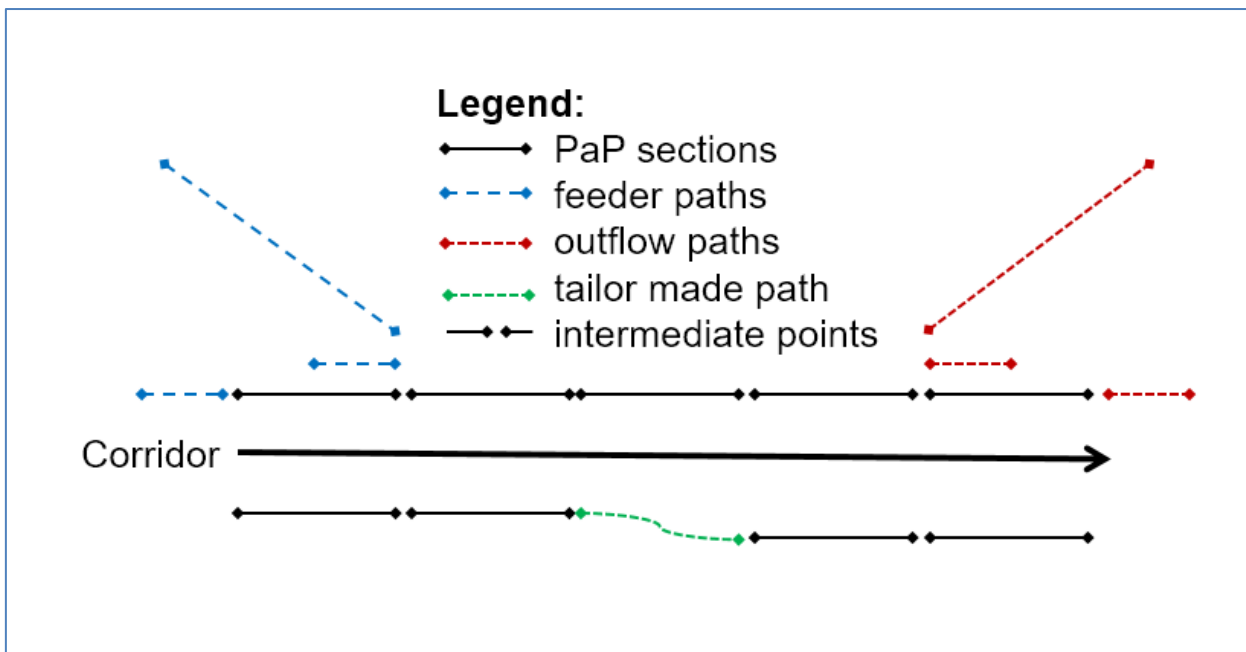
In case available PaPs do not cover the entire requested path, the applicant may include a feeder and/or outflow path to the PaP section(s) in the international request addressed to the C-OSS via PCS in a single request.

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.

#### 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 (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	National tool
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 (e.g. for Flex-PaPs: fixed border time, max. running time)

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).

Corridor [Corridor Name] Specificities	
<i>Checks of the C-OSS additional steps:</i>	

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, the C-OSS pre-books the PaPs with the highest priority in case of conflicting requests, or PaPs that are not involved in conflicts between X-8 and X-7.5.

The C-OSS 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). Requests with a lower priority value will be forwarded to the IMs/ABs concerned to elaborate a tailor-made offer as close as possible to the initial request. Questions occurring during the path elaboration process (e.g. concerning feeders/outflows or connections between corridors) may be discussed and arranged between the IMs/ABs concerned and applicant bilaterally.

**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:
  - o The conflict is only on a single corridor
  - o 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.
  - a. Cases where no Network PaP is involved (see 3.4.3.3)
  - b. 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).

Corridor [Corridor Name] Specificities
<i>Corridor [Corridor Name] applies / does not apply the resolution through consultation.</i>
If conflict-solving through consultation is applied, describe it here.

**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.

Corridor [Corridor Name] Specificities	
<i>Corridor [Corridor Name] does not designate any Network PaPs.</i>	
<i>Corridor [Corridor Name] uses Network PaPs. Within the Corridor [Corridor Name] PaP sections, up to [x]% of the offer may be designated as Network PaPs. Please see details in the PaP catalogue.</i>	
Corridor [Corridor Name] uses Network PaP with Corridor(s)	between
Corridor North Sea - Mediterranean	Bettembourg - Basel SBB RB

### 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:

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

$K$  = 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.

$L^{Other P AP}$  = 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) 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.

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.

Corridor [Corridor Name] Specificities
--

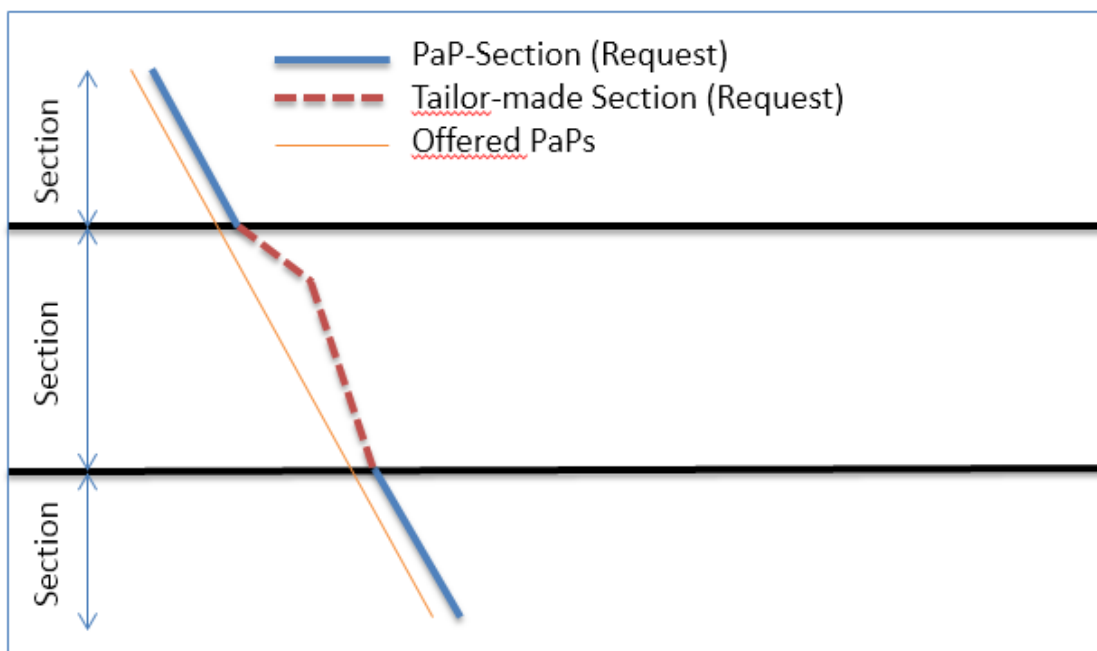
If the corridor uses a different rule for the random selection process, it shall describe it here.
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### **3.4.3.6 Special cases of requests and their treatment**

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 reference point in the request, as follows:

- Reference 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.
- Reference 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.
- Reference 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 applicants regarding the status of their application no later than X-7.5. 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 value, 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.

Except for cases described regarding ‘Downsizing’ in Chapter 3.7.1, applicants and IMs/ABs aim not to change or replace the PaPs – outside of the flexibility range of the FlexPaP, if any – pre-booked by the C-OSS via PCS until the final offer is accepted/rejected.

### 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 possessions.

PaPs that are returned to the IMs/ABs are published in PCS as catalogue paths, 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.

Corridor [Corridor Name] Specificities
<i>Corridor [Corridor Name] handles non-requested PaPs according to A or B above.</i>

### 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 concerned IM/AB will elaborate the flexible parts of the requests:

- Feeder, outflow or intermediate sections
- Timetable of Flex PaPs, if applicable
- 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.

Corridor [Corridor Name] Specificities
The IMs/ABs can mark areas in which flexibility will be available even after the final offer (in case the IMs/ABs create the actual timetable only shortly before operations) as 'Flexible after allocation'.

### 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.

The C-OSS provides partial offers to the applicants or refuses the request in the following cases:

- A) If requested specifically by the applicant and after the applicant has been explicitly informed about the consequences by the C-OSS.
- B) If an IM/AB is forced by national legislation to send the draft offer to applicants at the published deadlines, even if one or more involved IMs/ABs have not yet finished the path elaboration.
- C) If an IM/AB cannot create a draft offer due to specific wishes of the applicant not being feasible.

Corridor [Corridor Name] Specificities
The IMs/ABs can mark areas in which the flexibility will be available even after the final offer (in case the IMs/ABs create the actual timetable only shortly before operations) as 'Flexible after allocation'.

Corridor [Corridor Name] Specificities
<p><i>Corridor [Corridor Name] does not provide partial offers.</i></p> <p><i>Corridor [Corridor Name] / provides partial offers according to A B, C or all.</i></p>

### 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).

### 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

A) Regular process:

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.

B) Partial offer process:

The C-OSS communicates partial offers only if at least one of the following conditions is met:

- a. If requested specifically by the applicant and after the applicant has been explicitly informed about the consequences by the C-OSS.
- b. If an IM/AB is forced by national legislation to send the final offer to applicants at the published deadlines, even if one or more involved IMs/ABs have not yet finished the path elaboration or the post-processing phase.

Requests in partial offer may only be switched to the active timetable in PCS when they have been harmonised, i.e. all of the IMs/ABs concerned switched to final offer in PCS. This is to prevent requests with one part still in post-processing while other parts are already in the active timetable, thus allowing the start of the path modification process.

Corridor [Corridor Name] Specificities	The IMs/ABs can mark areas in which flexibility will be available even after the final offer (in case the IMs/ABs create the actual timetable only shortly before operations) as 'Flexible after allocation'.
--	---

The 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 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.

In case of a partial offer the C-OSS informs the applicant concerned about this deadline at the moment the entire offer is presented. If no response is received within the time frame, the C-OSS will send a reminder and/or try to reach the applicant according to its usual business practice in order to receive feedback.

Corridor [Corridor Name] Specificities	<p><i>Corridor [Corridor Name] does not provide partial offers</i></p> <p><i>Corridor [Corridor Name] / provides partial offers according to A or B or both.</i></p>
--	--



### 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.

Corridor [Corridor Name] Specificities
<i>Corridor [Corridor Name] offers / does not offer the possibility to place late path requests.</i>

#### 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 reference 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.

Corridor [Corridor Name] Specificities
<i>Corridor [Corridor Name] offers the possibility to place late path requests by using the variant [x].</i>
OR
<i>Products for late path requests are not available on Corridor [Corridor Name].</i>

##### 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.

Corridor [Corridor Name] Specificities		
Description of common offers on overlapping sections on Corridor [Corridor Name]		
Overlapping section with common offer	Involved RFC	Responsible C-OSS
Example: Åhus to Bratislava	RFC 5	RFC 1
Example: Yddingesjön to Zwycięska	RFC 3	RFC 6

	RFC 6	
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### 3.5.2 Handling of requests

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

Corridor [Corridor Name] Specificities	
<i>Corridor [Corridor Name] does not offer the possibility to place late path requests.</i>	

#### 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	National tool

Corridor [Corridor Name] Specificities	
<i>Corridor [Corridor Name] does not offer the possibility to place late path requests.</i>	

#### 3.5.2.2 Check of the applications

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

Corridor [Corridor Name] Specificities	
<i>Corridor [Corridor Name] does not offer the possibility to place late path requests.</i>	

### 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”.

Corridor [Corridor Name] Specificities	
<i>Corridor [Corridor Name] does not offer the possibility to place late path requests.</i>	

### 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.

Corridor [Corridor Name] Specificities
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<i>Corridor [Corridor Name] does not offer the possibility to place late path requests.</i>
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#### 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).

#### 3.5.5 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 offers RC based on PaPs or capacity slots to allow for 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 timetable 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 reference points. The indications should respect the indicated standard running times as far as possible.

RC is published by the C-OSS at X-2 in PCS and on the website of Corridor [Corridor Name] under the following link:

Corridor [Corridor Name] Specificities
Link to RC catalogue

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.

Corridor [Corridor Name] Specificities
<i>Corridor [Corridor Name] offers RC through variant A,B or C. In case of B, please specify the time frames.</i>

### 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.

Corridor [Corridor Name] Specificities		
Description of common offers on overlapping sections on Corridor [Corridor Name]		
Overlapping section with common offer	Involved RFC	Leading C-OSS
Example: Åhus to Bratislava	RFC 1 RFC 5	RFC 1
Example: Yddingesjön to Zwycięska	RFC 3 RFC 6	RFC 6

### 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.

### 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 and allocation (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	National tool

### 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

Change requests for PaPs placed by the applicant between X-8 and X-5 are treated by the C-OSS according to the following rules:

- A. "**Downsizing**" changes to the PaP request (e.g. cancellation of running days, shortening of route by deleting entire PaP sections, lower parameters, except in sections with minimum parameter if the downsizing falls below the minimum parameter) that neither affect the international character of the PaP nor the ranking of the request in the allocation decision according to the priority rule are handled by the C-OSS and documented in the PCS dossier and path register accordingly.

- B. **"Substantial"** changes to the PaP request affecting the fixed border times and/or the ranking of the request in the allocation decision according to the priority rule, and downsizing below the minimum parameter, are viewed as complete cancellations of the PaP request. Those change requests are then forwarded to the IM/AB concerned for further treatment (following national processes) within the remaining capacity.

This chapter only applies to PaP requests submitted until X-8.

Corridor [Corridor Name] Specificities
<i>The minimum parameters on Corridor [Corridor Name] are as follows:</i>

### 3.7.2 Withdrawal

Withdrawing a request is only possible

- between X-8 (after path requests deadline) and X-5 (before draft offer) for the annual timetable
- before allocation during the late path request phase (where applicable) and ad-hoc path request phase.

#### 3.7.2.1 Overview of withdrawal fees and deadlines

Corridor [Corridor Name] Specificities						
The Corridor shall apply one of the below solutions: A) <i>An overview of withdrawal fees and deadlines of the IMs/ABs on Corridor [Corridor Name] (extract from the different Network Statements) is listed below.</i>						
<table border="1"> <thead> <tr> <th style="text-align: left;">IM</th> <th style="text-align: left;">Withdrawal fees and deadlines</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	IM	Withdrawal fees and deadlines				
IM	Withdrawal fees and deadlines					
B) <i>Detailed information about withdrawal fees and deadlines can be found in the Network Statements of IMs involved in Corridor [Corridor name]. Links to the Network Statements can be found in Book 2 of this CID.</i>						

### 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 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

Corridor [Corridor Name] Specificities	
The Corridors shall apply one of the below solutions: A) <i>An overview of cancellation fees and deadlines of the IMs/ABs on Corridor [Corridor Name] (extract from the different Network Statements) is listed below.</i>	
<b>IM</b>	<b>Cancellation fees and deadlines</b>
B) <i>Detailed information about cancellation fees and deadlines can be found in the Network Statements of IMs involved in Corridor [Corridor name]. Links to the Network Statements can be found in Book 2 of this CID.</i>	

### 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

Corridor [Corridor Name] Specificities	
The Corridors shall apply one of the below solutions: A) <i>An overview of fees and deadlines for unused paths for the IMs/ABs on Corridor [Corridor Name] (extract from the different Network Statements) is listed below.</i>	
<b>IM</b>	<b>Fees for unused paths</b>
B) <i>Detailed information about fees and deadlines for unused paths can be found in the Network Statements of IMs involved in Corridor [Corridor name]. Links to the Network Statements can be found in Book 2 of this CID.</i>	

### 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 Corridor [Corridor Name].

### 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.

Corridor [Corridor Name] Specificities	
The Corridors shall apply one of the below solutions:	
A) <i>An overview of who has to pay the path charge when a non-RU applicant uses the path on Corridor [Corridor Name] per IM/AB (extract from the different Network Statements) is listed below.</i>	
IM	Explanations
B) <i>Detailed information about who has to pay the charge when a non-RU applicants uses the path can be found in the Network Statements of IMs/ABs involved in Corridor [Corridor name]. Links to the Network Statements can be found in Book 2 of this CID.</i>	

### 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.



Corridor [Corridor Name] Specificities
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The Cooperation Agreement can be found under:

[Link to the Agreement of the RBs](#)

## **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. However, there is a strong customer demand to know in advance which capacity restrictions they will be confronted with. Corridor-relevant TCRs which fulfill the criteria listed in Chapter 4.5.1 have to be coordinated, taking into account the interests of the applicants. The corridor's aim is to do this by regularly updating the information and presenting all TCRs in an easily accessible way.

### **4.2 Legal background**

The legal background to this chapter can be found in Regulation (EU) No 913/2010 Article 12 "Coordination of works". *"The Management Board shall coordinate and ensure the publication in one place, in an appropriate manner and timeframe, of their schedule for carrying out all the works on the infrastructure and its equipment that would restrict available capacity on the freight corridor."*

A framework has been developed by RNE in the "Guidelines for Coordination / Publication of Planned Temporary Capacity Restrictions".

### **4.3 Coordination**

#### **4.3.1 Aim of coordination**

To reduce the operational impact of works on applicants and to optimise capacity utilisation on the whole corridor network for both traffic and works, there is a strong need to coordinate the measures that IMs have to take to allow works on the infrastructure.

#### **4.3.2 Stages of coordination**

Coordination at corridor level is carried out according to the three stages described below.

This process considers at least all the known works in the period X-17 until X-1.

##### **4.3.2.1 Stage 1, bilateral coordination**

In the first stage, coordination will be performed during regular coordination processes between neighbouring IMs on the corridor. The time and frequency of coordination meetings may differ from country to country. The result is an agreed list of coordinated works linked to time frames, describing the impact on capacity as far as it is known.

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

#### 4.3.2.2 Stage 2, corridor level

In the second stage corridors coordinate the relevant TCRs at corridor level. The input is based on the results of the coordination process between neighbouring IMs (Stage 1). The aim of Stage 2 is:

- to check if all restrictions are covered and have been coordinated,
- to check if the combined impact of all the TCRs on the different networks of the corridor is still acceptable,
- to ensure the availability of capacity on diversionary lines and,
- to ensure the possibility to give a capacity offer, if possible.

If necessary the TCR Corridor Coordinator shall organise the coordination on this stage twice a year.

IMs and corridors may agree to combine Stage 1 and Stage 2.

Corridor [Corridor Name] Specificities
<i>The Corridor [Corridor name] has a combined process for Stage 1 and Stage 2.</i> OR <i>The Corridor [Corridor name] has a separate process for Stage 1 and Stage 2.</i>

#### 4.3.2.3 Stage 3, corridor-network level

In this stage conflicts between corridors can be identified. If necessary this coordination is done twice a year by the TCR Corridor Coordinators in a timely manner according to the needs of the timetable process.

#### 4.4 Involvement of applicants

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

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

- 1) The results of the TCRs coordination that are relevant for principal and diversionary lines of Corridor [Corridor Name] are published on Corridor [Corridor Name]'s website. Applicants may send their comments on the planned activities to the Corridor organisation. The TCR Corridor Coordinator submits the issue to the representatives of the involved IMs. 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) are used to discuss issues regarding the planning process of TCRs.
- 3) Additional meetings with applicants, to discuss and solve open issues, will be treated on a case by case basis.

## 4.5 Publication

### 4.5.1 Criteria for publication

In order to cover the main activities on the Corridor that may reduce available capacity, especially in the early phases of the coordination process (i.e. X-17), the following publication criteria are applied:

- Continuous total closure of a line for more than 72 hours (3 days) in a row
- Periodical total closure (e.g. every night) for more than 30 days in a row
- Any other temporary (e.g. 3 hours every afternoon) or continuous TCR for more than 30 days in a row (e.g. closure of one track of a double track line, temporary TCR on a location along Corridor [Corridor Name]). Included in this category are speed, length, weight or traction restrictions.

Halfway through the coordination process (i.e. X-12), the following publication criteria are applied:

- Continuous total closure of a line for more than 24 hours (1 day) in a row
- Periodical total closure (e.g. every night) for more than 14 days in a row
- Any other temporary (e.g. 3 hours every afternoon) or continuous TCR for more than 14 days in a row (e.g. closure of one track of a double track line, temporary TCR on a location along the Corridor [Corridor Name]). Included in this category are speed, length, weight or traction restrictions.

Corridor [Corridor Name] Specificities
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<i>Corridor [Corridor name] also publishes other relevant TCRs with major impact on its website.</i>
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After initial publication of TCRs, further details may be added when they are available.

### 4.5.2 Dates of publication

Corridor [Corridor Name] publishes the coordinated TCRs at least on the following dates:

- X-17 Information on major coordinated TCRs, also based on results of the national consultation of applicants and the harmonisation between IMs – can be taken into consideration before starting the construction of PaPs (common deadline for publication: 31 July 2018)
- X-12 Detailed coordinated TCRs – issued prior to the publication of PaPs at X-11 (common deadline for publication: 09 December 2018)
- X-5 Update of already published TCRs – prior to final allocation and for planning of RC for ad-hoc trains (common deadline for publication: 31 July 2019).

After initial publication at X-17 and during the process described in the RNE Guidelines, available information will be more detailed, and changes and additional TCRs will have to be taken into consideration.

### 4.5.3 Tool for publication

After coordination between all IMs involved on Corridor [Corridor Name] the results are published in the harmonised Excel overview on the Corridors' website.

Corridor [Corridor Name] Specificities
<i>Link to the overview on the Corridor's website:</i>
<i>Corridor [Corridor name] also publishes on its website a map on which the TCRs are indicated.</i>

### 4.6 Legal disclaimer

By publishing the overview of the corridor TCRs, the IMs concerned present the planning status for TCRs to infrastructure availability along Corridor [Corridor Name]. 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.

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.

Corridor [Corridor Name] Specificities
If the corridor is doing more in terms of Traffic Management than stipulated in the Regulation, this shall be described here.

### 5.1 Cross-border section information

In the table below, all cross-border sections covered by Corridor [Corridor name] are listed:

Corridor [Corridor Name] Specificities															
The list of corridor-related cross-border sections shall be displayed here. Example:															
<table border="1"> <thead> <tr> <th>Cross-border section</th> <th>IM 1</th> <th>IM 2</th> </tr> </thead> <tbody> <tr> <td>Badajoz-Elvas</td> <td>ADIF</td> <td>IP</td> </tr> <tr> <td>Fuentes de Oñoro - Vilar Formoso</td> <td>ADIF</td> <td>IP</td> </tr> <tr> <td>Forbach - Saarbrücken</td> <td>SNCF Réseau</td> <td>DB Netz</td> </tr> <tr> <td>Hendaye-Irún</td> <td>SNCF Réseau</td> <td>ADIF</td> </tr> </tbody> </table>	Cross-border section	IM 1	IM 2	Badajoz-Elvas	ADIF	IP	Fuentes de Oñoro - Vilar Formoso	ADIF	IP	Forbach - Saarbrücken	SNCF Réseau	DB Netz	Hendaye-Irún	SNCF Réseau	ADIF
Cross-border section	IM 1	IM 2													
Badajoz-Elvas	ADIF	IP													
Fuentes de Oñoro - Vilar Formoso	ADIF	IP													
Forbach - Saarbrücken	SNCF Réseau	DB Netz													
Hendaye-Irún	SNCF Réseau	ADIF													

#### 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).

Corridor [Corridor Name] Specificities
<p><i>For Corridor [Corridor Name] the above-mentioned information can be found:</i></p> <ul style="list-style-type: none"><li>➤ By providing the link to the relevant CIP section</li><li>➤ By referring to the Network Statements of the IMs involved in the corridor</li><li>➤ By referring to the RNE website – Traffic Management Information – Border section information sheet within the Excel table (<a href="http://www.rne.eu/tm-tpm/other-activities-2/">http://www.rne.eu/tm-tpm/other-activities-2/</a>)</li><li>➤ By copying the corridor-relevant information published in the Traffic Management Information – Border section information sheet (<a href="http://www.rne.eu/tm-tpm/other-activities-2/">http://www.rne.eu/tm-tpm/other-activities-2/</a>)</li></ul>

### 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 Corridor [Corridor name] 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.

Corridor [Corridor Name] Specificities
<p><i>On Corridor [Corridor Name] the above-mentioned overview information can be found:</i></p> <ul style="list-style-type: none"><li>➤ By providing the link to the relevant CIP section</li><li>➤ By referring to the Network Statements of the IMs involved in the corridor</li><li>➤ By referring to the RNE website – Traffic Management Information – Border agreements Level 1 and Level 2 sheets within the Excel table (<a href="http://www.rne.eu/tm-tpm/other-activities-2/">http://www.rne.eu/tm-tpm/other-activities-2/</a>)</li></ul>

- By copying the corridor-relevant information published in the Traffic Management Information – Border agreements Level 1 and Level 2 sheets (<http://www.rne.eu/tm-tpm/other-activities-2/>)

## 5.2 Priority rules in traffic management

In accordance with the Regulation, IMs involved in Corridor [Corridor name] 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.

Corridor [Corridor Name] Specificities

If any additional corridor-specific rules have been agreed, they shall be described here.

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.

### 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.

Corridor [Corridor Name] Specificities

For Corridor [name] the details of the relevant communication procedure can be found:

- If bilateral agreements between IMs are applied, the following text shall be used:
  - *Detailed rules for communication in case of disturbance are included in bilateral agreements, which can be found (CIP, or website or else)*
- If a corridor-specific communication procedure has been agreed upon, the following text shall be used:
  - *For communication with neighbouring IMs about disturbances, IMs along Corridor [Corridor name] have agreed to follow rules based on RNE's "Guidelines for communication between traffic control centres" (<http://www.rne.eu/tm-tpm/other-activities-2/>). These rules can be found (specify which Corridor documents contains the detailed rules and where it can be found).*
  - *To exchange this information between IMs, the TCCCom tool (available in TIS) will be used.*

### 5.3.2 Operational scenarios at borders in the event of disturbance

Corridor [Corridor Name] Specificities

If applicable, the corridor shall use the following common text:

*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.*

*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 corridor shall specify where the above-mentioned overview information can be found:

- By providing the link to the relevant CIP section
- By referring to the Network Statements of the IMs involved in the corridor
- By referring to the RNE website – Traffic Management Information – Operational scenarios sheet within the Excel table (<http://www.rne.eu/tm-tpm/other-activities-2/>)
- By copying the corridor-relevant information published in the Traffic Management Information – Operational scenarios sheet (<http://www.rne.eu/tm-tpm/other-activities-2/>)

If not applicable, the corridor shall use the following common text:

*No operational scenarios have been predefined on Corridor [Corridor name].*

### 5.4 Traffic restrictions

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



Corridor [Corridor Name] Specificities

On Corridor xxx the information about unplanned restrictions can be found:

- By providing the link to the relevant CIP section
- By referring to the Network Statements of the IMs involved in the RFC
- By referring to the relevant section on the IM's website
- Other

### **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 Corridor [Corridor name]. 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 Corridor [Corridor name]. 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.

Corridor [Corridor Name] Specificities

If applicable, the corridor shall use this additional text:

*The practical application of the main principles described in the “RNE Guidelines for Freight Corridor Punctuality Monitoring” can be found in the TPM Manual of Corridor [Corridor name]; it is not dealt with in detail in this document.*

If applicable, the corridor shall use this additional text:

*Corridor [Corridor name] has set up a group within the framework of its organisational structure that is responsible for the train performance management of the corridor [please specify the name within your Corridor]. In this group IMs, [add “RUs” or “RUs and Terminals” if applicable] work together in order to make the railway business more attractive and competitive.*

**Annexes:**

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

Mentioned in Chapter 3.1

**Annex 4.B Table of deadlines**

Date / Deadline	Date in X-System	Description of Activities
8 January 2018	X-11	Publication of PaP Catalogue
8 January 2018 – 22 January 2018	X-11 – X-10.5	Correction phase (corrections of errors to published PaPs)
9 April 2018	X-8	Last day to request a PaP
17 April 2018		Last day to inform applicants about the alternative PaP offer
23 April 2018	X-7.5	Last day for C-OSS to send PaP pre-booking information to applicants
2 July 2018	X-5	Publication of draft timetable
3 July 2018 – 3 August 2018	X-5 – X-4	Observations and comments from applicants
24 April 2018 – 15 October 2018	X-7.5 – X-2	Late path request application phase via the C-OSS
21 August 2018 – 12 November 2018	X-4 – X-1	Late path request allocation phase
20 August 2018	X-3.5	Publication of final offer
26 August 2018	X-3	Acceptance of final offer
9 October 2018	X-2	Publication of RC
9 December 2018	X	Timetable change
9 October 2018 – 7 December 2019	X-2 - X+12	Application and allocation phase for RC

**Annex 4.C Maps of Corridor [Corridor Name]**

Mentioned in Chapter 3.4.1.2

**Annex 4.D Specialities on specific PaP sections on Corridor [Corridor Name]**

Mentioned in Chapter 3.4.1.2

**Annex 4.D-1 Country / IM A**

**Annex 4.D-2 Country / IM B**

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

Mentioned in Chapter 3.4.1.3

IM	PaP section		Number of kilometres
	From	To	