



Corridor Information Document Common Structure

Version 9 8 December 2016

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Version Control

Version	Summary of changes	Date
1st Draft by the Project Team		1 June 2011
1.0 Draft	Major review following consultation with the Network Statement Working Group and the Legal Matters WG. Two new chapters related to the legal character of the Corridor Statement and the next steps have been inserted.	5 July 2011
1.1Draft	Review derived from comments received from Corridors 1, 2, 6 and 7. Changes in: Main document - Chapter 3 Main document - Chapter 5 Main document - Chapter 7 Annex 1 - Chapter 5 moved to position 2 Annex 1 - Chapter 7 Annex 2 - Chapter 6.4 Annex 3 - Chapter 1 Annex 4 - Chapter 2 Annex 4 - Chapter 3 Annex 4 - Chapter 5 Annex 5 - Chapter 6.1 Annex 5 - Chapter 6.2 Annex 5 - Chapter 6.3	8 November 2011
1.1	GA approval	30 November 2011
1.2 Draft	Minor review made at the RNE Network Statement WG meeting. Change in: Annex 4 – Chapter 3	28 March 2012
1.2	GA approval	9 May 2012
1.3	Renaming of Document from "Corridor Statement Common Structure Specification" to "Corridor Information Document Common Structure "	5 December 2012
1.4 Draft	Review made at the RNE Network Statement WG meeting. Changes in: Main document – New Chapter 10 Annex 1 – New chapter 10 and 11	28 March 2013
1.4	GA approval	16 May 2013
5 Draft	 Review done by the CID SG. Changes in: Main document - Chapter 5 Main document - Chapter 11 deleted Annex 1 - Chapter 2 Annex 2 - Chapter 2.3.3 added Annex 1 - Chapter 11 Annex 2 - Chapter 3.6 renamed "Service Facilities" Annex 2 - Chapters 3.6.1 to 3.6.10 added Annex 2 - Chapter 3.7 renamed "Infrastructure Development" Annex 2 - Chapter 3.8 deleted 	7 July 2014



	 Annex 2 – Changes to Chapter 5.2 – minimum Access Package Annex 2 – Changes to Chapter 5.3 – Access to Services Facilities and supply of services Annex 2 – Chapters 5.3.1 to5.3.8 replaced with 5.3.1 (5.3.1.1 to 5.3.1.9) to 5.3.2 (5.3.2.1 to 5.3.2.2) Annex 2 – Changes to Chapter 5.4 – Additional services Annex 2 – Changes to Chapter 5.4.1 to 5.4.99 Annex 2 – Changes to Chapter 5.5 – Ancillary services Annex 2 – Changes to Chapter 5.5.1 to 5.5.99 Annex 2 – Changes to Chapter 6.1.2 to 6.1.3 Annex 2 – Changes to Chapter 6.3.2 to 6.3.3 Annex 2 – Chapter 6.4 – Financial Penalties and Incentives, and sections 6.4.1 to 6.4.4 added Annex 2 – Chapters 6.5 to 6.7 renumbered Annex 4 – Chapter 2 Annex 4 – Chapters 5.1 to 5.2 added Annex 4 – Chapters 6.1 to 6.6 added Annex 5 – Chapters 2.1 to 2.5 added Annex 5 – Chapters 4.1 to 4.8 added Annex 5 – Chapters 4.1 to 4.8 added Annex 5 – previous chapters 5.1 and 5.2 are now 4.8.1 and 4.8.2 	
5	GA approval	3 September 2014
6 Draft	Review done by the CID SG. Changes in: Main document – 2 Specification Objective Main document – 10 Terminal information Annex 1 – Chapter 6 Legal Framework Annex 1 – Chapter 10 IT Tools Annex 1 – Chapter 11 Glossary and Abbreviations Annex 1 – Chapter 11 (new) Corridor Language Annex 1 – Annexes Annex 2 – 2.2.1 Conditions for applying for capacity Annex 2 – 2.2.2 Conditions for access to the railway infrastructure Annex 2 – 2.3.2 Contracts with RUs Annex 2 – 2.3.3 Contracts with non-RU Applicants Annex 2 – 3.6.6 Other Technical Facilities, including cleaning and washing facilities Annex 2 – 3.6.9 Refuelling facilities Annex 2 – Annexes	9 April 2015



	Annex 2 – Suggestions for the publishing of Book2	
	Annex 3 – Terminal Details	
	Annex 3 – Annexes	
	Annex 4 – 3.3.1 PaPs for Annual Timetable	
	Annex 4 – 3.3.2 Late Path Requests	
	Annex 4 – 3.3.3 Reserve Capacity	
	Annex 4 – 3.3.4 Feeder, Outflow and	
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	Annex 4 – 3.6 Request for Changes	
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	Annex 4 – 3.6.4 Cancellation	
	Annex 4 – 3.6.5 Non-Usage	
	Annex 4 – 3.3.5 Multiple Corridor Paths	
	Annex 4 – 3.5.1 Leading tool for the handling of	
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	Annex 4 – 3.5.2 Path Request Phase (annual	
	timetabling process)	
	Annex 4 – 3.5.3 Priority Rules in Capacity	
	Allocation	
	Annex 4 – 3.5.4 Handling of Unused PaPs at X-	
	7.5	
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	Annex 4 – 3.5.6 Final Offer Phase	
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	Annex 4 – 3.5.8 Ad-Hoc Path Request Phase	
	Annex 4 – 3.5.9 Exceptional Transports and	
	Dangerous Goods	
	Annex 4 – 3.9 Appealing Procedure	
	Annex 4 – Annexes	
	Annex 5 – 6.2 Deployment Plan	
	Annex 5 – Annexes	
	GA approval	6 May 2015
	In April 2015, RNE started a project called RFC	
	Management in Overlapping Sections. Work	
	Package 1 of this project dealt with the Corridor	
	Information Document. The final deliverable of	
	this WP was finalised in October 2015. The final	
	recommendations are included in this Common	
	Structure.	
7 Draft	Changes in:	
	Annex 1 – 3 Corridor Description	
	Annex 3 – 2 Terminal Overview	
	Annex 3 – 3 Terminal Details	
	Annex 4 – 3.5.10 Overlapping Sections	
	Annex 4 – 4 Coordination of Works and	
	possessions	
	Annex 5 – 2 Corridor Description	
	Annex 5 – 2.1 Key Parameters of Corridor Lines	
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	Annex 5 – 2.2 Connections with Other Corridors Annex 5 – 2.3 Corridor Terminals Annex 5 – 2.4 Bottlenecks Annex 5 – 3 Essential Elements of the Transport Market Study Annex 5 – 6.1 List of projects	
	GA approval	3 December 2015
8 Draft	2 Specification Objective 3 Corridor Information Document Main Structure 5 Publication and Updating Process 6 Corridor Information Document Language 7 The preparation process 9 Connected documents Annex 1 – Glossary Annex 1 – 10. IT tools Annex 2 Annex 4 – 3.3.5 Multiple Corridor Paths Annex 4- 3.5.2 Path Request Phase (annual timetabling process) Annex 4 – 3.5.5 Path Elaboration Phase (including tailor-made and f/o), Draft Offer and Acceptance Phases Annex 4 – 4 Coordination of planned temporary capacity restrictions (TCRs) Annex 4 – 5.1 Border Section Information Annex 4 – 5.1.2 Traffic Management Annex 4 – 5.2 Priority rules in Traffic Management Annex 4 – 5.3 Traffic Management in the Event of Disturbance Annex 4 – 5.3.1 Generalities Annex 4 – 5.3.2 Communication Annex 4 – 5.3 Communication Annex 4 – 5.4 Traffic Restrictions Annex 4 – 5.5 Dangerous Goods Annex 4 – 5.6 Exceptional Transport Annex 5 – 4.1 Coordination of planned temporary capacity restrictions Annex 5 – 4.8.1 Performance Monitoring Report Annex 5 – 4.8.2 User Satisfaction Survey Annex 5 – 6.3 Capacity Management Plan Annex 5 – 6.3 Capacity Management Plan	9 March 2016
	GA approval 7 The preparation process	21 April 2016
9 Draft	NEW 11 Harmonisation of content of the CID Annex 1 – Glossary Annex 2 – 2 Network Statement Excerpt NEW Annex 2.1 Complete revision and renewal of Annex 4 NEW Annex 4.1	



	CA approval	8 December
	GA approval	2016



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1. Context

Regulation (EU) No 913/2010 of the European Parliament and of the Council concerning a European rail network for competitive freight (hereinafter: Regulation) was adopted on 22 September 2010. In its Annex the final deadline for establishing Rail Freight Corridors was determined: for corridors 1, 2, 4, 6, 7 and 9 the establishment date is 10 November 2013; for corridors 3, 5 and 8 the establishment date is 10 November 2015.

In Article 18, the Regulation refers to a document that should be drawn up, published and regularly updated by the Management Board of the given Rail Freight Corridor.

This document should contain:

- » all the information in relation with the Rail Freight Corridor contained in the national network statements
- » information on Terminals
- » information on capacity allocation (C-OSS operation) and traffic management, also in the event of disturbance
- » the implementation plan that contains:
 - the characteristics of the Rail Freight Corridor
 - the essential elements of the transport market study that should be carried out on a regular basis
 - the objectives for the Rail Freight Corridor
 - the investment plan described in the Regulation
 - measures to implement the provisions for co-ordination of work, capacity allocation (C-OSS), traffic management, etc.

2. Specification Objective

The objective of this specification is to offer guidelines for the expected content, organisation and other information useful for the production of the Corridor Information Document (CID).

The aim is for Applicants to get access to similar documents along different corridors and in principle, as in the case of the national Network Statements, to find the same information at the same place in each one.

The key clients of this specification are the Corridor Management organisations who are responsible for producing the CID. This specification is meant to facilitate the production process of the CID and also to allow the adoption of a common structure along all Rail Freight Corridors that leads to comparable and structured information – this is particularly important for IMs concerned by more than one corridor.

It is a well/known fact that in Europe the framework for Infrastructure Management activities can vary substantially from country to country. On the other hand, Regulation 913/2010 leaves some degree of flexibility for the corridor organisations to select the level of information included in the CID. The objective of this specification is to provide a "wide-format" solution for the CID that allows an easy integration of information, whilst opening perspectives but not imposing the inclusion of undesired content, as determined by the corridor organisations. It follows the logic of the Network Statement specification, where the RNE Common Structure specification is largely respected but not all IMs choose to use the totality of the described chapters.

As with the experience of the Network Statement production, it is likely that the first versions of the CID will include basic information, while later versions will gradually become more detailed. Also, it is to be expected that experiences derived from the operation of the Corridors will lead to the identification of new content for the CID. The flexibility of the CID specification is designed to



accommodate those future developments. Nevertheless, this specification shall require regular updating in order to better adjust to market needs.

3. Corridor Information Document Main Structure

Considering the specificity and independence of the CID key contents, it is recommended to divide the CID into several books in order to facilitate the organisation and updating of the information and to allow the adoption of chapter numbering starting from 1; this is particularly important for the Network Statement Excerpt, where a direct relation with the national Network Statement is advantageous.

The proposed main structure for the CID for the working timetabling year Y is:

- » Book 1 Generalities
- » Book 2 Network Statement Excerpts Timetabling year Y
- » Book 3 Terminal Description
- » Book 4 Procedures for Capacity and Traffic Management
- » Book 5 Implementation Plan

The CID is a single document and therefore all 5 books should be considered as integrated. However, the 5 books can be considered as independent from each other (and may have different updating needs), with the exception of Book 1, where a record is kept of all changes in the CID.

Book 1 is the only one not directly referred to in the Regulation. Its key purpose is the management of all the content included in the other 4 books and to provide the reader with an efficient guide for the consultation of the CID information.

If a chapter (up to the 4th level) is not applicable on an RFC, it shall be clearly stated in its CID in the chapter concerned. In this way, the provision of information is more transparent from the applicants' point of view, and compliance with this CID CS can be promoted to a full extent.

4. Proposed Content for the Five Books

The proposed content for "Book 1 – Generalities" is presented in Annex 1.

The proposed content for "Book 2 – Network Statement Excerpts" is presented in Annex 2.

The proposed content for "Book 3 – Terminal Description" is presented in Annex 3.

The proposed content for "Book 4 – Procedures for Capacity and Traffic Management" is presented in Annex 4.

The proposed content for "Book 5 – Implementation Plan" is presented in Annex 5.

5. Publication and updating process

Books 1, 2 (and 3 depending on the national legislation on Terminals) will be published at least once a year, but it is probable that intermediate versions will be required due to changes in any of the books. Books 4 and 5 can have a different updating process depending on the context.

Unlike with the Network Statement, there is no need for a consultation process for the CID. Therefore, any change in the CID can be immediately published. However, it must be noted that both the Network Statement and the Implementation Plan have specific consultation processes.



It is recommended to synchronise the CID's annual publication date with the Network Statement, which is published 1 month earlier (in December). Therefore the CID for the timetabling year Y shall be published by the 2nd Monday of January of the year Y-1 (the same date as the publication of the pre-arranged train paths). This is meant to minimise the impact on the production of the Network Statement and allow for the compilation and translation of the related corridor information.

It is recommended to carry out a parallel publication/updating for the CID every year – one for the timetabling year Y and the second for the timetabling year Y-1, as with the Network Statement process.

6. Corridor Information Document Language

The CID is an international document and therefore its original version shall be in the English language.

With the exception of Book 2 – NS Excerpt (and 3 depending on the national legislation on Terminals), it is recommended that the English version should prevail over all other translations in case of inconsistencies.

7. The preparation process

The Regulation states that the CID should be drawn up, published and regularly updated by the Management Board of the Rail Freight Corridor. However, in some cases data will be produced by the national Infrastructure Manager or Capacity Allocation Body concerned, while other documents should be prepared internationally by the Management Board itself as an entity. The table below presents – for each Book – the entity that is responsible for the production and delivery of the content to the Corridor Management Board.

Book	corridor organisation	Infrastructure Manager or Allocation Body	Others, e.g. Terminal Owners
Book 1 – Generalities	X		
Book 2 – Network Statement Excerpts		X	
Book 3 – Terminal Description		X	X
Book 4 – Procedures for Capacity and Traffic Management	X		
Book 5 – Implementation Plan	X		

It is recommended that the Corridor Management Board should designate a person in charge of writing and generally handling the management of the CID.

This person will carry out the following tasks:

- a) Define the overall yearly work programme for the CID production/updating.
- b) Ensure that all information suppliers comply with the requirements, in terms of timescale and quality, including the translation. This will include a clear definition of responsibilities for the information.



- c) Provide a contact point for information suppliers to update any relevant data, and keep a registry of it.
- d) Initiate the yearly work programme updates, when necessary.
- e) Undertake the final document review in terms of the consistency of content (including the provided translations) and graphical presentation.

In the case of Book 2 (and potentially Book 3), the corridor organisation is particularly dependent on the information produced by the IMs/ABs, namely the national Network Statements. It is recommended to set up a formal process between the corridor organisation and the IMs/ABs.

The key stages for Book 2 (and potentially Book 3) are:

- i. Agreement on the document template and content/data format (following this specification as closely as possible)
- ii. Submission of the required content in the English language by the IMs/ABs
- iii. Compilation and review of the information by the corridor organisation
- iv. Resolution of issues (e.g. doubts / errors / claims / inconsistencies) with the IMs/ABs
- v. Final publication of the book.

The detailed process for Book 2 is step-by-step as follows:

1. Short-term solution

- i. A harmonised template shall be used as defined in Annex 2.1.
- ii. The harmonised template will be stored on an online platform (currently: Projectplace / RNE / Network Statement Working Group / CID Common Structure / Network Statement Excerpts / Timetable year), which is provided by RNE.
- iii. Each IM/AB, which is involved in an RFC, shall fill in the template and upload it to Projectplace within 5 calendar days after the X-11.5 deadline for 2018, and within 5 calendar days after the X-12 deadline from the 2019 NS onwards. However, if the English version of the NS is not available by that time, the IM/AB concerned shall provide a link to the NS published in its national language. As soon as the English language version is available, the IM/AB concerned has to change the link to the English version.

One single file shall be used by each IM/AB. The template includes all chapters as defined in the RNE NS Common Structure. However, if an IM's NS includes additional chapters, it can add this information as a table footnote in order to provide a complete overview of its NS.

Information and legend for filling in the template are described in Annex 2, Chapter 2 of this RNE CID Common Structure.

- iv. The RFCs will download the harmonised template from Projectplace and select their IMs/ABs from it in order to prepare the table for their CID Book 2.
- v. If the NS has been updated and the update has an impact on the content of the template / the missing English-language NS is available, the IM/AB concerned has to update the template immediately and inform the RFCs in which it is involved immediately. This will enable the RFCs to keep the Book 2 up-to-date.

It is the IMs/ABs' sole responsibility to fill in the harmonised template, upload it to Projectplace by the given deadline and keep it up-do-date.



The IMs/ABs, within the framework of the above process, are the IMs/ABs' representatives in the RNE NS WG. Of course, the IMs/ABs will make an internal decision about who actually has to fulfil this task. However, it is recommended that the main contact person should be the NS WG representative. It is important to establish this link between the RNE NS WG and CID Subgroup members due to the joint meetings as well, because the RNE NS WG members can act as facilitators of the process. In case of outdated, inconsistent or incorrect information in the template / if the template has not been filled in by the given deadline / if the English-language version of the NS is not available, the RFCs may contact the members of the RNE NS WG concerned. If an IM/AB involved in an RFC is not a Member of RNE, the RFC concerned shall approach the IM/AB concerned in order to gather the necessary information for the template.

2. Medium or long-term solution: IT tool

The development of a content management system will be investigated by RNE with a project team consisting of members of the RNE NS WG and CID Subgroup. It will aim to facilitate the analysis and comparison of the various NSs and CIDs with advanced filtering functions. It is recommended to investigate, in this project, if and how this system could replace or generate the above template.

It is also recommended to investigate the potential synergies between the template, the above-mentioned IT tool once it has gone live and the Corridor Information Platform.

RNE has produced an English-language *Glossary of terms related to network statements* (available on the RNE website under http://www.rne.eu/ns_glossary) that can be used by all information providers who are under the obligation to deliver English texts.

8. Legal Character of the Corridor Information Document

National Network Statements are produced in different legal contexts and this needs to be considered while analysing the nature of CIDs.

Given the definitions provided in the Regulation, the likely indications concerning the legal character of the CID, depending on the end solution determined by the corridor organisations, are presented in the table below.

Book	Legal Character
Book 1 – Generalities	Binding, depending on the quality of the
	information given in the following books
Book 2 – Network Statement	Depending on the national legislation
Excerpts	governing the NS
Book 3 – Terminal Description	Depending on the national legislation
	governing Terminals
Book 4 – Procedures for	Binding if defined exclusively by the Corridor
Capacity and Traffic	according to Reg. 913/2010 Art. 14.1. If not, it
Management	will depend on the character of the NS Excerpt
	(Book 2)
Book 5 – Implementation Plan	Binding

In this context "legally binding" means information that is complete, valid and subject to legal responsibility.



9. Connected documents

Given the complexity and size of the CID, there might be advantages in producing smaller associated documents that can provide information in a more focused manner. Examples of these are the former RNE Corridor Brochures.

10. Terminal Information

At Book 3 – Terminals, the RFCs will have two basic options: either describe the terminals' detailed information inside it – considering the data structure provided in this specification, or provide a cross-link to the website of the Terminal Manager.

If the preferred option is the cross-link, and the Terminals have not yet published the required information on their website, then the RFC can suggest a template for it.

In support of this RFC action, this RNE specification presents a harmonised template that is meant to comply with the EC legislation. Its structure respects the logic of the Network Statements, but in a much simplified manner, adjusted to the Terminals' context.

RNE suggests that the Terminals use the reference "Information Related to RFCs" in their website. The proposed structure for this information is presented in the table below:

	Information Related to RFCs		
Number of chapter	Heading text	Illustration of the expected information	
	VERSION CONTROL	All previous versions of this information should be identified, together with a short description of the changes.	
	TABLE OF CONTENTS		
1	General information	 Name of terminal, address, how to find the terminal Terminal xx is part of RFC No. X,Y,Z Terminal owner (name, address, contact) Terminal operator (name, address, contact) Terminal character (factory siding, intermodal –rail/road/ water) 	
2	Access conditions	 Open access for all market players (RU, forwarder, logistic provider): Yes / No / Partly (= under special conditions) Legal requirements (contract, certificates, insurance) Technical conditions (type of handled intermodal units-ISO containers/ continental containers/ trailers/swap bodies/RoLa/ tanks, max. weight/ length of trains/ shipments, allowed RID classes) 	
3	Terminal description	 Number and length of tracks Storing capacity (m²) Equipment (cranes, ramps, stackers) Equipment capacity – e.g. XX units per hour Connection to main railway infrastructure (name of connecting railway station, agreed timetabling for service trains if exists,) Technical map of terminal (position of tracks, siding areas) 	
4	Capacity allocation	Process description	



	Information Related to RFCs		
Number of chapter	Heading text	Illustration of the expected information	
		Booking forms, time limits for booking, cancellation conditions, special requirements	
5	Services	 List of provided services (storage, unloading, refuelling, maintenance,) Operating times (terminal / particular services) 	
6	Charging	Price listPayment conditions (billing arrangements)	

11 Harmonisation of the contents of the CID

In 2016, the next stage of the harmonisation of the various CIDs started when a common template and process were elaborated for Book 2 and harmonised texts were delivered for Book 4 by dedicated task forces under the RNE umbrella.

The common template for the CID Book 2 can be found in Annex 2.1 of this document.

The harmonised texts for the CID Book 4 are available in Annex 4.1.

As not all processes have been harmonised across the corridors, the harmonised Book 4 shall also show regard for the specificities of the corridors. The corridor specificities shall be described in text boxes as shown below in order to distinguish them from the harmonised parts.

Corridor [Corridor Name] Specificities

The corridor-specific parts are displayed in this frame.

The texts written in the pre-defined text boxes are distinguished by letter type as follows. The texts that are written in italics in the corridor-specific text boxes shall be used by the corridor if applicable to it, while the texts that are not written in italics include instructions/recommendations as regards what information shall be written there by the corridor itself.



Annex 1 - Proposed content for "Book 1 – Generalities"

	Book 1 – Generalities		
Number of chapter / subchapte r	Heading text	Implementation guide	
	VERSION CONTROL	All previous versions of the Corridor Information Document (CID) should be identified, together with a short description of the changes in the relevant timetabling year. This table comprehends all the 5 Books. Consequently, any change in any of the Books will require updating of Book 1.	
	TABLE OF CONTENTS		
Removed from previous Chapter 11 in Book 1	GLOSSARY	Provide a glossary of terms and abbreviations used in the CID. The wide-ranging Glossary published annually by RNE since 2010 should be used to ensure that the terminologies of RFCs are harmonised. Please see: http://www.rne.eu/ns_glossary	
1	Introduction	State the purpose of the CID and how it fulfils the requirements of Regulation 913/2010. State the purpose of Book 1. Summarise the key strategic objectives pursued by the creation of this Corridor. How have all the national IMs coordinated themselves in order to achieve the creation of the Corridor?	
2	Structure of the CID	Explain the structure of the CID and the content of the other books. Include the following statement: "This CID applies the RNE CID Common Structure so that all Applicants can access similar documents along different corridors and in principle, as is the case with national Network Statements, find the same information at the same place in each one."	
2015	Corridor Description	Provide a brief description of the Corridor Infrastructure. This description (map overview) shall be general, as the detailed characteristics will be presented in Book 2 – Network Statement Excerpt and Book 5 – Implementation Plan. Use a map overview here, which displays - the contiguous corridors, - the contiguous major railway lines for freight transport, - points where a corridor ends and another corridor starts,	

	Book 1 – Generalities			
Number of chapter / subchapte r	Heading text	Implementation guide		
		 overlapping sections, shared stations (without overlaps). The managing entities (IMs or other RFCs) shall be also named. 		
		It is also recommended to include a list of overlapping sections in a table as an Annex. The RFCs concerned shall coordinate the contents of this table with each other, so that they provide the same information and the same data on overlapping sections. The recommended information to be presented in this table is as follows.		
		Overlapping IMs involved RFCs involved Section lenght routes		
4	Corridor Organisation	Provide a description of the corridor organisation, including its aims, mission, organigram, legal form. Describe the relation between the national IMs and the corridor organisation. Describe the relation between the corridor organisation and the Advisory Groups foreseen in Reg. 913/2010 Art. 8.7 and 8.8.		
5	Contacts	Provide the relevant contacts in the corridor organisation. If some of the functions are carried out by the national IMs, then include these relevant contacts.		
2015	Legal Framework	List the main legislation and regulations to be considered by applicants, including: » International regulations » The framework for capacity allocation as mentioned in Regulation 913/2010 - Article 14.1 Refer to Book 2 for the remaining applicable legislation and regulations.		
7	Legal Status	Describe the legal status of the CID. Is the corridor management (especially the OSS) acting on behalf of, and in addition to, the related IMs? Is it acting on behalf of himself? Describe the generally applicable liability conditions, especially concerning OSS activities. State which document prevails (CID or the Network Statement) in case of inconsistencies.		
8	Validity and Updating Process	State the dates of the period of validity for the CID. Describe how the CID is updated.		
9	Publishing	List the available formats of the CID (e.g. printed document, website document, CD-ROM), how they can be obtained and their prices.		

	Book 1 – Generalities		
Number of chapter / subchapte r	Heading text	Implementation guide	
2015 2016	IT Tools	Describe the main IT tools that are made available for the RFC clients. Examples are the PCS, the CIS, the TIS and the CIP (if applicable). Consider using a cross-reference to the relevant RNE web pages: http://pcs.rne.eu/ http://cis.rne.eu/ http://cis.rne.eu/ http://cis.rne.eu/	
		Or copy-paste the recommended texts from Chapter 1.10 in the RNE Network Statement Common Structure.	
11	Corridor Language	Define for each of the corridor processes (CID, C-OSS, IT Tools, etc.) what languages apply and what the leading language is.	
	Annexes	Annexes shall be numbered according to the following criterion: The Book name shall be reproduced in the Annex title, using then a sequential letter. Example: Annex 4.A Priority Rules	



Annex 2 - Proposed content for "Book 2 - Network Statement Excerpt"

Number of chapter / subchapt er	Heading text	Implementation guide
	VERSION CONTROL	All previous versions of the CID should be identified, together with a short description of the changes in the relevant timetabling year.
	TABLE OF CONTENTS	
1	GENERAL INFORMATION	
1.1	Introduction	Identify the applicable NS. Refer to the NS of the related IMs along the corridor.
1.2	Objective	Fulfilment of Regulation 913/2010 Art. 18 a)
1.3	Legal Framework	List the applicable legislation by IM NS, possibly in the form of a link/cross-reference. Book 1 also addresses the legal framework concerning the corridor itself.
1.4	Legal Status	State the Legal Status of each national NS. The Legal Status of the CID itself is defined in Book 1.
2016	Structure of NS Excerpt	Provide reference to the RNE Corridor Information Document Common Structure and to the RNE Network Statement Common Structure, adapted to the specific needs of the CID – some of the Network Statement chapters are not considered relevant.
2016	Network Statement Excerpt	An overview per IM Network Statement and per chapter and sub-chapter is provided here. It is recommended to use a common template for the Network Statement Excerpt (Annex 2.1 of this RNE CID Common Structure). The structure of this common template is as follows: Top: General link to the English-language NS Column 1: Number of chapter or sub-chapter of the RNE NS Common Structure Column 2: Heading of the chapter or sub-chapter of the RNE NS Common Structure Column 3, 4, 5, etc.: A column is dedicated to each IM NS, which includes the following information: - If the content exists and its location coincides with the RNE NS CS, then insert a "check mark", - If the content does not exist, then insert a "cross",



	- If the content exists but in a different chapter, then insert the number of actual IM NS chapter.
	For example:
	√ Content exists (link to relevant chapter)
	X Content does not exist
	Content exists in this other chapter of the 5.3.5 IM NS (link to relevant chapter)
	This table may also includes links that lead to the corresponding pages in the English versions of the IMs` network statements. It shall be the long-term goal of all IMs to apply this approach.
	In the special case of chapters 5.3.2.2, 5.4.4 and 5.5.6, which correspond to all other service categories that are not standard, please include all the applicable chapter numbers.
	If an IM's NS includes additional chapters, it can add this information as a table footnote in order to provide a complete overview of its NS.

RNE

Annex 3 - Proposed content for "Book 3 - Terminal Description"

	Book 3 –	Terminal Description
Number of chapter / subchap ter	Heading text	Implementation guide
	VERSION CONTROL	All previous versions of Book 3 should be identified together with a short description of the changes in the relevant timetabling year.
	TABLE OF CONTENTS	
1	Introduction	State the purpose of the Terminal Description Book. Include a more extended definition of "Terminal" (in relation to the Regulation 913/2010 – Article 2.2.c) and present the criteria adopted. Refer how to become a member of the Terminal Advisory Group.
2015	Terminal Overview	Provide a global overview of the existing Terminals, that shall include: a) A map of the Corridor with the highlighted location of all Terminals b) A table with the summary of the key features of each Terminal, namely: » Location » Type of services provided » Owner/Operator » Contacts It is recommended that corridors with overlapping sections should request information from terminals jointly in order to ensure that information on the same terminals is identical everywhere.
2015	Terminal Details	If the RFC decides to present detailed characterisation of the Terminals, then use the common template presented in this specification. This shall include: a) A map of the Corridor with the individual location of the Terminal b) A general layout of the Terminal c) A definition of the available services d) Information on the applicable prices (either the concrete prices or how to obtain them) e) Information on the opening times f) Information on how to request the services g) Owner contacts If there is a "Terminal Statement" for the Terminal then include the link.



	Book 3 – Terminal Description		
Number of chapter / subchap ter	Heading text	Implementation guide	
		It is recommended that corridors with overlapping sections should request information from terminals jointly in order to ensure that information on the same terminals is identical everywhere.	
2015	Annexes	Annexes shall be numbered according to the following criterion: The Book name shall be reproduced in the Annex title, using then a sequential letter. Example: Annex 4.A Priority Rules	



Annex 4 - Proposed content for "Book 4 - Procedures for Capacity and Traffic Management"

Harmonised texts for this chapter can be found in Annex 4.1.

В	ook 4 - Procedures fo	or Capacity and Traffic Management
Number of chapter / subchap ter	Heading text	Implementation guide
2016	VERSION CONTROL	All previous versions of Book 4 should be identified, together with a short description of the changes in the relevant timetabling year. It is recommended to clearly mark in the version control table if the common part (harmonised text) or the RFC-specific part (RFC-specific text) has been amended.
	TABLE OF CONTENTS	
2016	Introduction	State the purpose of the Procedures for Capacity and Traffic Management Book. Explain the use and display of harmonised and RFC-specific texts. The RFC-specific parts shall be displayed in a frame: Corridor [Corridor Name] Specificities RFC-specific text
2016	Corridor OSS	Describe the C-OSS functions and procedures (including information on how applicants can find the path catalogue / reserve capacity) [Reg. 913/2010 - Article 13].
2.1	Function	Describe the role of the C-OSS in the allocation process by the corridor.
2.2	Contact	Describe how the C-OSS can be reached.
2.3	Corridor language	Describe the official language for all correspondence with the C-OSS.
2.4	Tasks of the C-OSS	Describe precisely the tasks that the C-OSS executes in the timetabling process.
2.4.1	Path register	Describe the function, the information provided and the modalities to request access to the path register.



		1
2016		
2.5	Tool	Describe the mandatory tool for requesting capacity from / through the C-OSS.
2016	Capacity allocation	Describe who is responsible for the allocation of PaPs, feeder sections and outflow sections. Make a reference to the necessity for network access contracts.
2016	Framework for capacity allocation	Describe the Corridor Framework for the allocation of capacity according to Reg. 913/2010 - Art.14.1.
2016	Applicants	Describe the conditions applicable to applicants [Reg. 913/2010 - Article 15].
3.3 2016	Requirements for requesting capacity	Describe the conditions that apply for correctly placing a request for capacity from / through the C-OSS.
3.4 2016	Annual timetable phase	
3.4.1 2016	Products	
3.4.1.1 2016	PaPs	Explain the PaP concept.
3.4.1.2 2016	Schematic corridor map	Add a schematic corridor map here and indicate the PaP sections.
3.4.1.3 2016	Features of PaPs	Describe the different PaP types (Fix PaP and Flex PaP).
3.4.1.4 2016	Multiple corridor paths	Describe how PaPs are harmonised with, and treated by other corridors.
3.4.1.5 2016	PaPs on overlapping sections	Describe the process of offering PaPs on overlapping sections involving at least two RFCs.
3.4.1.6 2016	Feeder and outflow and tailor-made paths	Describe the possibility to add feeder, outflow and tailor-made paths to the PaP request.
3.4.2 2016	Handling of requests	Describe the handling of requests by the C-OSS.
3.4.2.1	Leading tool for the handling of capacity requests	Explain, for each step of the process, the leading tool used to handle capacity requests.



3.4.2.2 2016	Check of the applications	Describe the checking and handling of the applications by the C-OSS.
3.4.3 2016	Pre-booking and allocation phase	Describe the process of the pre-booking phase.
3.4.3.1	Priority rules in capacity allocation	Explain the priority rules applied in the capacity allocation in case of conflicting requests.
3.4.3.2 2016	Network PaP	Explain the use of Network PaPs.
3.4.3.3 2016	Priority rule in case no Network PaP is involved	Describe the formula for the priority rule applied in case no Network PaP is involved in the conflicting requests.
3.4.3.4 2016	Priority rule if a Network PaP is involved in at least one of the conflicting requests	Describe the formula for the priority rule applied if a Network PaP is involved in at least one of the conflicting requests.
3.4.3.5 2016	Random selection	Describe the process for random selection in case the conflict cannot be solved by the priority rules.
3.4.3.6 2016	Special cases and their treatment	Provide information about special cases involving requests, such as division of continuous offer into shares and conflicts on overlapping sections; explain how they will be treated.
3.4.3.7 2016	Result of the allocation	Describe the process leading to the result of the allocation.
3.4.3.8 2016	Handling of non- requested PaPs	Describe what will happen with non-requested PaPs on an RFC.
3.4.3.9	Draft offer	Describe the process for the Draft Offer by C-OSS.
3.4.3.10	Observations	Describe the process and rules for observation.
3.4.3.11	Final offer	Describe the process for the Final Offer by the C-OSS.
3.5 2016	Late path request phase	Describe the time frame for this timetable phase.
3.5.1 2016	Products	Describe the different products that apply to this allocation phase.
3.5.1.1	Multiple corridor paths	Describe how late paths are harmonised with, and treated by other corridors.
3.5.1.2	Late paths on overlapping sections	Describe the process for offering late paths on overlapping sections with at least two RFCs.



3.5.2	Handling of requests	Describe the handling of requests by the C-OSS.
2016		
3.5.2.1 2016	Leading tool for late path requests	Explain for each step of the process the leading tool used to handle capacity requests.
3.5.2.2 2016	Check of the applications	Describe the checking and handling of the applications by the C-OSS.
3.5.3 2016	Allocation	Describe the process for the allocation phase.
3.5.3.1 2016	Priority rule	Explain the priority rule applied in the capacity allocation for the late path request phase.
3.5.3.2 2016	Offer	Describe the process for the submission of the offer by the C-OSS and its acceptance / rejection by the applicant.
3.6 2016	Ad-hoc path request phase	
3.6.1 2016	Product	
3.6.1.1 2016	Reserve capacity	Describe the different product types for RC.
3.6.1.2 2016	Multiple corridor paths	Describe the possibility to submit capacity requests which cover more than one rail freight corridor.
3.6.1.3	RCs on overlapping sections	Describe the process for offering RC on overlapping sections involving at least two RFCs.
3.6.1.4	Feeder and outflow and tailor-made paths	Describe the possibility to add feeder, outflow and tailor-made paths to the RC request.
3.6.2 2016	Handling of requests	Describe the handling of requests by the C-OSS.
3.6.2.1 2016	Leading tool for ad hoc requests	Explain for each step of the process the leading tool for the handling of capacity requests.
3.6.2.2 2016	Check of the applications	Describe the check and handling of the applications by the C-OSS.
3.6.3 2016	Allocation	Describes the process for the allocation phase.
3.6.3.1	Priority rule	Explain the priority rule applied in the capacity allocation.



3. 6 .3.2	Offer	Describe the process for the submission of the offer by the C-OSS and its acceptance / rejection by the applicant.
3.7 2016	Request for changes by the applicant	
3.7.1 2016	Modification	Describes the process for the modification of a PaP request.
3. 7.2 2016	Withdrawal	Describe the process for the withdrawal of a request.
3.7.2.1 2016	Overview of withdrawal fees and deadlines	Provide excerpt of the NSs of the IMs concerning withdrawal by the involved IMs/ABs on the corridor OR make a reference to the CID Book 2.
3.7.3 2016	Transfer of capacity	Explain that transfer of capacity is not allowed.
3.7.4 2016	Cancellation	Describe the process for the cancellation of an allocated path.
3.7.4.1 2016	Addressing and form of a cancellation	Describe to whom the cancellation has to be addressed.
3.7.4.2 2016	Overview of cancellation fees and deadlines	Provide excerpts of the NSs of the IMs concerning cancellation and the cancellation fees of the involved IMs/ABs on the corridor OR make a reference to the CID Book 2.
3.7.5 2016	Unused paths	Describe the process in case of unused allocated paths.
3.7.5.1 2016	Overview of fees and deadlines for unused paths	Provide excerpts of the NSs of the IMs concerning non-usage of allocated capacity and the non-usage fees of the involved IMs/ABs on the corridor OR make a reference to the CID Book 2.
2016	Exceptional transport and dangerous goods	
3.8.1 2016	Exceptional transport	Describe how exceptional transport loads (where one or more normal infrastructure characteristic is exceeded) are handled.
3.8.2 2016	Dangerous goods	Describe how the transport of dangerous goods is handled.
2016	Rail related services	Information on handling requests for rail-related services should be in this chapter.



3.10	Contracting and invoicing	Specify how the contract between applicant/user of the allocated capacity and the IM is be done and who
2016	, and the second	invoices the clients concerning the track-charge.
2015	Appeal procedure	Describe the procedure for applicants to appeal against any action or decision taken by the C-OSS. If applicable, make reference to the Cooperation Agreement among RBs.
2015 2016	Coordination and publication of planned temporary capacity restrictions (TCRs)	Describe how the corridor manages the overall information related with the coordination and publication of planned temporary capacity restrictions, namely its operational impacts on the Corridor offer. Please use RNE Guidelines for Coordination / Publication of Planned Temporary Capacity Restrictions (http://www.rne.eu/downloads/items/rfc-guidelines-specifications)
4.1 2016	Goals	Describe briefly the aims of the IMs and the applicants when coordinating TCRs along the RFC.
4.2 2016	Legal background	Refer to Art. 12 of Regulation 913/2010.
4.3 2016	Coordination	
4.3.1 2016	Aim of coordination	Describe the need for coordination to optimise the utilisation of capacity.
4.3.2 2016	Stages of coordination	Briefly describe the three stages in the coordination process.
4.3.2.1 2016	Stage 1, bilateral coordination	Briefly describe the process for the first stage of coordination on bi- or trilateral level.
4.3.2.2 2016	Stage 2, corridor level	Briefly describe the process for the second stage of coordination on corridor-level.
4.3.2.3 2016	Stage 3, corridor- network level	Briefly describe the process for the third stage of coordination on corridor network level.
4.4 2016	Involvement of applicants	Provide general information about the involvement of applicants at national level and at corridor level.
4.5 2016	Publication	
4.5.1 2016	Criteria for publication	Provide an overview of the criteria that are used for the publication of the TCRs.
4.5.2	Dates of publication	Provide an overview of the deadlines for publication of the TCRs.



2016		
4.5.3 2016	Tools for publication	Provide a short description of the tool where the TCRs are published.
2016	Legal disclaimer	Provide a legal disclaimer that the information provided should be used for information purposes only, is subject to change and that the corridor organisation will not be held liable for information that is subject to change.
2016	Traffic management	Provide a general introduction about traffic management. RFC TM- related groups should be mentioned here.
5.1 New in	Cross-border section information	Provide a list of RFC-related cross-border sections.
5.1.1 2016	Technical features and operational rules	Provide a link or reference to where the detailed technical features or operational rules can be found.
5.1.2 New in	Cross-border agreements	Provide a link or reference to where the overview of existing border-related agreements can be found.
5.2 Removed from previous 6.2 2016	Priority rules in traffic management	Briefly describe priority principles and, if applicable, RFC-specific rules and provide link to RNE overview of IMs' national priority rules.
5.3 2016	Traffic management in the event of disturbance	Provide a general introduction about traffic management in the event of disturbance.
5.3.1 Removed from previous 6.3 in	Communication procedure	Briefly describe the main principles and provide a link or reference to where the detailed communication rules can be found.
5.3.2 New in	Operational scenarios on border in the event of disturbance	Briefly describe the main principles and provide a link or reference to where the predefined scenarios can be found.
5.4 New in	Traffic restrictions	Describe where the information about ad-hoc restrictions can be found.



2016		
5.5	Dangerous goods	Refer to Network Statements of IMs involved in RFCs
		and CID Book 2.
New in		
2016		
5.6	Exceptional transport	Refer to Network Statements of IMs involved in RFCs
New in		and CID Book 2.
2046		
2016		
6	Train performance	General introduction about train performance
New in	management	management (TPM). RFC TPM-related groups should be
		mentioned here.
0040		
2016		
	Annexes	Annexes shall be numbered according to the following
		criterion: The Book name shall be reproduced in the
2015		Annex title, using then a sequential letter.
0040		Example: Annex 4.A
2016		List of annexes:
		Annex 4.A Framework for Capacity Allocation
		Annex 4.B Table of deadlines
		Annex 4.C Maps of Corridor [Corridor Name]
		Annex 4.D Specialities on specific PaP sections on
		Corridor [Corridor Name] Annex 4.D-1 Country / IM A
		Annex 4.D-1 Country / IM A Annex 4.D-2 Country / IM B
		Annex 4.E Table of distances (PaP sections)



Annex 5 - Proposed content for "Book 5 - Implementation Plan"

	Book 5 – Implementation Plan		
Number of chapter / subchap ter	Heading text	Implementation guide	
	VERSION CONTROL	All previous versions of Book 5 should be identified, together with a short description of the changes in the relevant timetabling year.	
	TABLE OF CONTENTS		
1	Introduction	State the purpose of the Implementation Plan Book.	
2015	Corridor Description	[Reg. 913/2010 – Article 9 (1.a)] List of all railway lines and Terminals designated to a corridor. Description of applicable infrastructure parameters of lines and Terminals along a corridor, relevant for investment purposes. Description of traffic patterns, bottlenecks and available capacity. Description of planned changes / improvements. If there are any overlapping sections, it is recommended that the corridors involved should coordinate the gathering of the above information with each other in order to provide identical information/data.	
2.1	Key Parameters of Corridor Lines	Describe principal, diversionary and connecting lines If there are any overlapping sections, it is recommended that the corridors involved should coordinate the gathering of the above information with each other in order to provide identical information/data.	
2.2	Connections with Other Corridors	It is recommended to provide the following information:	
2.3	Corridor Terminals	List of assigned Corridor Terminals from a strategic perspective. It is recommended that corridors with overlapping sections should request information from terminals jointly in order to ensure that information on the same terminals is identical everywhere. For detailed information see Book 3.	



	Book 5 –	Implementation Plan
Number of chapter / subchap ter	Heading text	Implementation guide
2.4	Bottlenecks	If there are any overlapping sections, it is recommended that the corridors involved should coordinate the gathering of the above information with each other in order to provide identical information/data. All trains operating on overlapping sections shall be taken into account for the analysis of the capacity consumption of the section concerned.
2.5	RFC Governance	Description of RFC governance from a strategic perspective. For detailed information see Book 1.
3	Essential Elements of Transport Market Study	[Reg. 913/2010 – Article 9 (1.b) and Article 9 (3)]
2015		Proposed structure: 3.1 Introduction 3.2 Current situation 3.3 Projections 3.4 Conclusions If there are any overlapping sections, it is recommended to have identical - data collection, - structure, - content, - interpretation of the results and - methodology.
4	List of Measures	 [Reg. 913/2010 – Article 9 (1.e)] Measures foreseen for the implementation of Art. 12-19: a) Cross-border coordination of infrastructure works – Art.12 b) Establishment of a One-Stop-Shop – Art.13 c) Framework for allocation of capacity – Art.14 d) Inclusion of non-railway undertakings among Applicants – Art.15 e) Traffic Management Procedures – Art.16 f) Traffic Management in event of disturbance – Art.17 g) Information to be provided – Art.18 h) Quality of service on the freight corridor – Art.19



Book 5 – Implementation Plan		
Number of chapter / subchap ter	Heading text	Implementation guide
2016	Coordination of planned temporary capacity restrictions	[Reg. 913/2010 – Article 9 (1.e)] Measures planned for the implementation of Art. 12-19: a) Cross-border coordination of infrastructure works – Art.12
4.2	Corridor OSS	[Reg. 913/2010 – Article 9 (1.e)] Measures planned for the implementation of Art. 12-19: b) Establishment of a One-Stop-Shop – Art.13 Describe the organisation and working principles of the C-OSS.
4.3	Capacity Allocation Principles	[Reg. 913/2010 – Article 9 (1.e)] Measures planned for the implementation of Art. 12-19: c) Framework for allocation of capacity – Art.14
4.4	Applicants	[Reg. 913/2010 – Article 9 (1.e)] Measures planned for the implementation of Art. 12-19: d) Inclusion of non-railway undertakings among Applicants – Art.15
4.5	Traffic Management	[Reg. 913/2010 – Article 9 (1.e)] Measures planned for the implementation of Art. 12-19: e) Traffic Management Procedures – Art.16
4.6	Traffic Management in Event of Disturbance	[Reg. 913/2010 – Article 9 (1.e)] Measures planned for the implementation of Art. 12-19: f) Traffic Management in event of disturbance – Art.17
4.7	Information Provided	[Reg. 913/2010 – Article 9 (1.e)] Measures planned for the implementation of Art. 12-19: g) Information to be provided – Art.18
4.8	Quality Evaluation	[Reg. 913/2010 – Article 9 (1.e)] Measures planned for the implementation of Art. 12-19: h) Quality of service on the freight corridor – Art.19
2016	Performance Monitoring Report	[Reg. 913/2010 – Article 19 (2)] a) It is recommended to include the Key Performance Indicators applicable by all RFCs as described in the RNE Guidelines on the Key Performance Indicators of the Rail Freight Corridors. http://www.rne.eu/downloads/items/rfc-guidelines-specifications.html
2016	User Satisfaction Survey	 [Reg. 913/2010 – Article 19 (3)] The User Satisfaction Survey includes: a) Quality of information / application procedures / handling of complaints b) Infrastructure standard c) Train-paths, journey times



Book 5 – Implementation Plan		
Number of chapter / subchap ter	Heading text	Implementation guide
		d) Terminal information e) Train Performance Management f) Traffic Management g) Coordination of planned temporary capacity restrictions h) Communication
5	Objectives / Performance	[Reg. 913/2010 – Article 9 (1.c)] Define the objectives for the Rail Freight Corridors, in particular in terms of performance of the Rail Freight Corridor expressed as the quality of service and the capacity of the Corridor.
6	Investment Plan	[Reg. 913/2010 – Article 9 (1.d) and Article 11 (1)] The Investment plan may include details of indicative medium and long-term investment for infrastructure in the Rail Freight Corridor.
2015	List of Projects	 [Reg. 913/2010 – Article 11 (1.a)] The list of projects shall include: a) Projects foreseen for development of infrastructure along a corridor b) Financial requirements and sources If there are any overlapping sections, it is recommended to present the projects to be carried out on these overlapping sections in the Investment Plans of all corridors involved. The IMs shall deliver the same information to each corridor involved in the same project. A reference to other corridors affected by a particular project shall also be made. Disclaimer: Projects are dependent on State decision and financing.
6.2 2015 2016	Deployment Plan	[Reg. 913/2010 – Article 11 (1.b)] Description of the deployment plan relating to the interoperable systems along the freight corridor which satisfies the essential requirements and the technical specifications for interoperability which apply to the network as defined in Directive 2008/57/EC.



Book 5 – Implementation Plan		
Number of chapter / subchap ter	Heading text	Implementation guide
		If there are any overlapping sections, it is recommended to present the measures to be carried out on these overlapping sections in the Deployment Plans of all corridors involved. The IMs shall deliver the same information to each corridor involved. A reference to other corridors affected by a particular measure shall also be made.
2016	Capacity Management Plan	[Reg. 913/2010 – Article 11 (1.c)] The Capacity Management Plan shall include: a) Management of capacity for freight trains, considering improvements of e.g.: » Permitted train lengths and weights » Loading gauges » Axle loads b) Plans for removal of bottlenecks If there are any overlapping sections, it is recommended to present the measures to be carried out on these overlapping sections in the Capacity Management Plans of all corridors involved. The IMs shall deliver the same information to each corridor involved. A reference to other corridors affected by a particular measure shall also be made.
6.4	Reference to Union Contribution	[Reg. 913/2010 – Article 11 (1.d)] Where applicable, a reference shall be made to the contribution of the European Union envisaged under financial programmes of the Union.
2015	Annexes	Annexes shall be numbered according to the following criterion: The Book name shall be reproduced in the Annex title, using then a sequential letter. Example: Annex 5.A