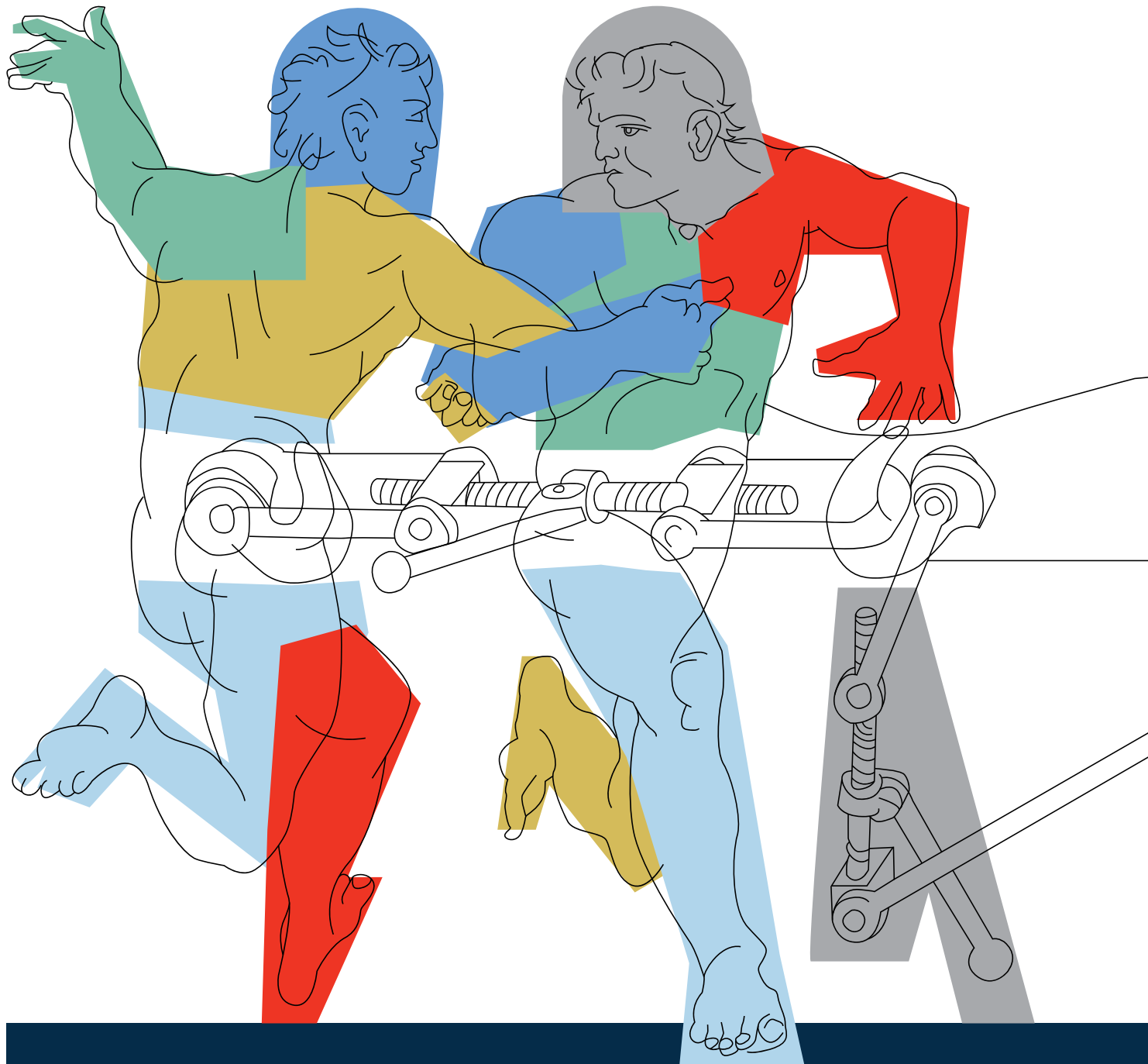


ANNUAL REPORT

20
22





OTIF

Organisation intergouvernementale pour les transports internationaux ferroviaires
Zwischenstaatliche Organisation für den internationalen Eisenbahnverkehr
Intergovernmental Organisation for International Carriage by Rail

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List of abbreviations

ADN

European Agreement concerning the International Carriage of Dangerous Goods by Inland Waterways

ADR

Agreement concerning the International Carriage of Dangerous Goods by Road

APTU UR

Uniform Rules concerning the Validation of Technical Standards and the Adoption of Uniform Technical Prescriptions applicable to Railway Material intended to be used in International Traffic (Appendix F to COTIF)

ATMF UR

Uniform Rules concerning the Technical Admission of Railway Material used in International Traffic (Appendix G to COTIF)

BLEVE

Boiling liquid expanding vapour explosion

CER

Community of European Railway and Infrastructure Companies

CFR49

United States Code of Federal Regulations - Transportation

CIM UR

Uniform Rules concerning the Contract of International Carriage of Goods by Rail (Appendix B to COTIF)

CIT

International Rail Transport Committee

CIV UR

Uniform Rules Concerning the Contract of International Carriage of Passengers by Rail (Appendix A to COTIF)

COTIF

Convention concerning International Carriage by Rail

COVID-19

Coronavirus disease 2019

CS(s)

Contracting State(s)

CSM

Common Safety Method

CTE

Committee of Technical Experts

CUI UR

Uniform Rules concerning the Contract of Use of Infrastructure in International Traffic (Appendix E to COTIF)

CUV UR

Uniform Rules concerning Contract of Use of Vehicles in International Rail Traffic (Appendix D to COTIF)

DAC

Digital automatic coupler

DG MOVE

Directorate-General for Mobility and Transport of the European Commission

DTLF

Digital Transport and Logistics Forum

ECM

Entity in Charge of Maintenance

ECO

Economic Cooperation Organization

ECOSOC

United Nations Economic and Social Council

eFTI

Electronic freight transport information

ERA

European Union Agency for Railways

ERFA

European Rail Freight Association

EST UR

Uniform Rules concerning the Safe Operation of Trains in International Traffic

EU

European Union

FRP

Fibre-reinforced plastics

GCC

Gulf Cooperation Council

GEN

General Provisions

INF

Infrastructure

JCGE

Joint Coordinating Group of Experts

LOC&PAS

Locomotives and Passenger rolling stock

MS(s)

Member State(s)

OECD

Organisation for Economic Co-operation and Development

OSJD

Organisation for Cooperation between Railways

OTIF

Intergovernmental Organisation for International Carriage by Rail

PRM

Accessibility for persons with disabilities and persons with reduced mobility

RID

Regulation concerning the International Carriage of Dangerous Goods by Rail (Appendix C to COTIF)

RISC

Railway Interoperability and Safety Committee

RNE

Rail Net Europe

SMGS

Agreement concerning International Freight Traffic by Rail (OSJD)

TAF

Telematics Applications for Freight services

TCRC

Train Composition and Route Compatibility checks

TSI

Technical Specification for Interoperability (European Union)

UIC

International Union of Railways

UIP

International Union of Wagon Keepers

UN

United Nations

UNCITRAL

United Nations Commission On International Trade Law

UNECE

United Nations Economic Commission for Europe

UNESCAP

United Nations Economic and Social Commission for Asia and the Pacific

UNIDROIT

International Institute for the Unification of Private Law

UPU

Universal Postal Union

UTP

Uniform Technical Prescription (OTIF)

WAG

Freight wagons

WCO

World Customs Organization

WG TECH

Working group Technology of the Committee of Technical Experts

OTIF: A forum for uniform
railway law Ensure that RID
reflects current safety and
technical criteria Promote
safe technical interoperability
Ensure that the Secretariat
functions properly and that
the Member States are
provided with an efficient
service The provision of
high-quality language
services Increase awareness
of OTIF

Introduction

Wolfgang KÜPPER

Before reading any further, may I ask you first to take a particular look at the cover page of the 2022 Annual Report?

The picture on the cover page, which has adorned the Annual Report for several years now, shows a simplified representation of the tapestry in the large meeting room of the OTIF building.

This was designed by the Swiss artist Hans Erni. The tapestry was woven in Mechelen and was a gift from Belgium when the new Central Office building was first occupied in 1966.

Everything depicted in the picture, as well as the reason for the gift, fits very well with OTIF's activities in 2022.

COOPERATION/STANDING TOGETHER

International rail transport depends on cooperation, understanding and peace. While the COVID-19 crisis took a back seat at the beginning of the year, OTIF's work was not unaffected by the war in Ukraine. It is to be hoped that the weapons will soon fall silent and that the hard-won progress in Euro-Asian rail freight transport and the cooperation between OTIF and OSJD will not suffer too much from the consequences of the war.

TECHNICAL PROGRESS

For a long time, the screw coupling shown in the picture was considered modern and progressive. In the technical field, the introduction of digital automatic coupling is an important issue in terms of increasing the competitiveness of rail transport. Both the Technical Interoperability Department and the Dangerous Goods Department dealt with this topic in 2022.

MOVEMENT

The OTIF building has also fallen into disrepair over the years and is in urgent need of major renovation. In 2022, the completion of the planning phase and the unexpectedly quick receipt of the planning permission set an important course for the renovation project.

There were of course other key areas of work in 2022: important decisions by the ad hoc Committee on Legal Affairs and International Cooperation, new rules in the context of the APTU and ATMF UR, revision of the dangerous goods legislation (RID 2023) and preparation for the change of control in the future registrar of the International Registry in connection with the Luxembourg Protocol and last but not least, the 130th year of publication of the OTIF Bulletin, to name but a few points.

A forum for uniform railway law

Aleksandr KUZMENKO

Head of Legal Department

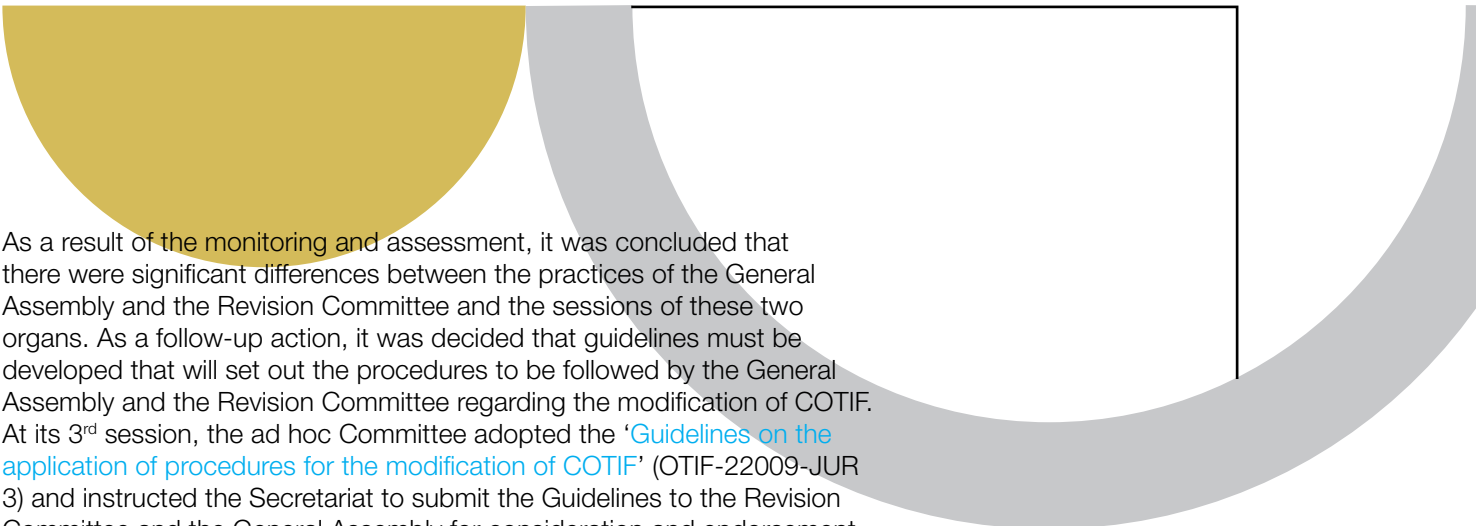
2022 was another milestone in the promotion and development of uniform railway law, particularly with regard to strengthening OTIF's cooperation with stakeholders. This part of the Annual Report presents the work of the OTIF Secretariat's Legal Department and the work of the ad hoc Committee on Legal Affairs and International Cooperation.

The Legal Department dealt with various legal questions relating to the execution of depositary functions, accession to the Convention, the interpretation and application of the Convention itself and of the following appendices: CIV UR, CIM UR, CUV UR and CUI UR.

The ad hoc Committee on Legal Affairs and International Cooperation is working on the basis of its 2022-2024 work programme, which was adopted at its 1st session and is regularly updated. It held two sessions in 2022. The 2nd session was held in Geneva from 5 to 7 April 2022 with the support of the host State, Switzerland, and the 3rd session was held in London from 4 to 6 October 2022 with the support of the United Kingdom's Department for Transport.

Legal affairs: the monitoring and assessment of legal instruments

At its 2nd session, the ad hoc Committee on Legal Affairs and International Cooperation monitored and assessed OTIF's practices in connection with the adoption, authentication, certified copies and publication of COTIF.



As a result of the monitoring and assessment, it was concluded that there were significant differences between the practices of the General Assembly and the Revision Committee and the sessions of these two organs. As a follow-up action, it was decided that guidelines must be developed that will set out the procedures to be followed by the General Assembly and the Revision Committee regarding the modification of COTIF. At its 3rd session, the ad hoc Committee adopted the '[Guidelines on the application of procedures for the modification of COTIF](#)' (OTIF-22009-JUR 3) and instructed the Secretariat to submit the Guidelines to the Revision Committee and the General Assembly for consideration and endorsement. The purpose of these guidelines is to provide non-legally binding guidance with the aim of streamlining, standardising and ensuring consistent application of the procedures within the competence of the General Assembly and the Revision Committee for the modification of COTIF established by COTIF and the relevant Rules of Procedure.

Legal affairs: suspension and termination of COTIF and/or membership of OTIF with regard to a particular Member State

Following the written procedure of 11 July 2022 on the United Kingdom's proposal, the ad hoc Committee on Legal Affairs and International Cooperation decided to add a new item entitled 'Suspension and termination of COTIF and/or membership of OTIF with regard to a particular Member State' to its 2022-2024 work programme. This new item was accorded high priority. The ad hoc Committee on Legal Affairs and International Cooperation had already considered an inception paper on this subject at its 3rd session. However, it was decided to adjourn discussions on the suspension and termination of COTIF and/or membership of OTIF with regard to a particular Member State to the 4th session in April 2023.

Legal affairs: interfaces between customs and transport regulations under the CIM UR

Following the results of the consultation started in July 2021, the Legal Department presented the views expressed on the interfaces between customs and transport regulations and its reflections on possible modification of the customs provisions. At its 2nd session, the ad hoc Committee decided that Articles 6 § 7, 7 § 1 (letter n)), 10, 15, 17 § 1 and § 2 (letter a)), 30 § 4 and 36 of the CIM UR do not need to be modified.

Legal affairs: the digitalisation of international transport, particularly freight transport documents

At its 2nd session, the ad hoc Committee on Legal Affairs started substantive discussions on the digitalisation of international transport, particularly freight transport documents, on the basis of a preliminary inception paper prepared by the Legal Department. Following the preliminary discussion, the Secretariat was instructed to carry out a survey of OTIF members on the national law that is applicable to electronic railway transport documents, and a survey of stakeholders on using electronic railway transport documents in national and international rail transport, their experience with them and what their further requirements for them might be.

The consultation took place from May to August 2022. The results were presented at the third session. Consequently, the ad hoc Committee on Legal Affairs and International Cooperation noted that there is no immediate need to modify the CIM UR with regard to electronic railway transport documents. In addition, the Secretariat was instructed to submit to the 4th session a proposal for possible follow-up actions on electronic railway transport documents under the CIM UR, taking into account the discussions at this session.

Legal affairs: bill of lading

At its 4th session, the Working Group of Legal Experts (one of the predecessors of the ad hoc Committee of Legal Affairs and International Cooperation) instructed the Secretariat to initiate consultations with OTIF's members and relevant stakeholders on whether it is necessary to introduce the possibility of using transport documents with a document of title function under the CIM UR. The consultation took place from May to August 2022. The results were presented at the 3rd session of the ad hoc Committee of Legal Affairs and International Cooperation. Taking into account the results of the consultation and UNCITRAL's project on negotiable multimodal transport documents, the ad hoc Committee on Legal Affairs and International Cooperation adjourned its decision on the need to regulate the use of a negotiable transport document for the carriage of goods under the CIM UR and on the feasibility of cooperation with OSJD on the subject. However, the Secretariat was instructed to take part in UNCITRAL's work on negotiable multimodal transport documents and to report back to the ad hoc Committee on this matter.

Legal affairs: UNECE initiative on Unified Railway Law

The ad hoc Committee on Legal Affairs and International Cooperation monitored the UNECE initiative on Unified Railway Law. However, the topic was classified as having a low priority in the Committee's 2022-2024 work programme.

Legal affairs: use of gender-neutral language in OTIF

Following preliminary discussions on the use of gender-neutral language at the 1st session of the ad hoc Committee on Legal Affairs and International Cooperation, the Secretariat held an informal consultation from January to February 2022 on the use of gender-neutral language. The results of that consultation were presented at the 2nd session, followed by substantial discussions. In particular, the ad hoc Committee on Legal Affairs and International Cooperation confirmed that OTIF's legal instruments do not have a discriminatory effect and decided, in principle, to support the use of gender-neutral language in OTIF's legal instruments. In addition, the ad hoc Committee considered that initially, the introduction of gender-neutral language should be limited to the provisions of legal instruments under binding or non-binding institutional law which is addressed to natural persons or which refers to specific roles, positions or offices. Finally, it was decided to support the establishment of guidelines on the use of gender-neutral language within the Organisation to ensure its consistent use. The draft guidelines will be discussed at the 4th session of the ad hoc Committee on Legal Affairs and International Cooperation.

International cooperation: enhancing stakeholder involvement within OTIF

In the area of international cooperation, the ad hoc Committee on Legal Affairs and International Cooperation attributed priority to enhancing stakeholder involvement within OTIF. The objective of the work was to develop an inclusive and transparent stakeholder involvement policy in order to promote COTIF, develop railway law and monitor and assess existing legal instruments. At its 2nd session, the ad hoc Committee on Legal Affairs and International Cooperation adopted a ['Recommendation on involving stakeholders in OTIF's work'](#) (OTIF-22002-JUR 2). The Recommendation establishes a transparent, non-discriminatory, inclusive and efficient framework policy for involving stakeholders in the work of

OTIF. The ad hoc Committee on Legal Affairs and International Cooperation decided to apply it in order to engage with stakeholders within the scope of its activities. The list of registered stakeholders in the ad hoc Committee of Legal Affairs and International Cooperation is regularly updated on [OTIF's website](#). Besides international associations, academics, researchers and experts may become registered stakeholders.

At its 3rd session the ad hoc Committee on Legal Affairs and International Cooperation adopted 'Guidelines on cooperation with international intergovernmental organisations' (OTIF-22008-JUR 3). The purpose of these guidelines is to streamline OTIF's activities and ensure that they are coherent, particularly the activities of its organs and the Secretariat in connection with cooperation with international intergovernmental organisations. The ad hoc Committee on Legal Affairs and International Cooperation decided to grant standing observer status to the following international intergovernmental organisations (in alphabetical order of their acronyms and abbreviated titles): ECO, GCC, OSJD, UNCITRAL, UNECE, UNESCAP, UPU and WCO.

Long-term strategy

In accordance with its 2022-2024 work programme, the ad hoc Committee on Legal Affairs and International Cooperation should assist the Secretary General in the preparation of a long-term strategy based on the decision of the General Assembly at its 15th session. At its 2nd session, the ad hoc Committee on Legal Affairs and International Cooperation adopted an action plan for the development of OTIF's long-term strategy. At its 3rd session, the discussion focused on a background analysis/stocktaking and target setting. The discussions will continue at future sessions of the ad hoc Committee on Legal Affairs and International Cooperation.

INTERNATIONAL ORGANISATIONS AND ASSOCIATIONS

The achievement of OTIF's aim depends, among other things, on effective and efficient cooperation with relevant international organisations and associations. Most of them are either registered stakeholders or observers with standing observer status at the ad hoc Committee on Legal Affairs and International Cooperation. In 2022, cooperation with international organisations and associations took place both in 'virtual' and live formats. In particular, cooperation with the following international organisations and associations is worth mentioning (in alphabetical order of their acronyms and abbreviated titles): CIT, ECO, GCC, OECD, OSJD, RNE, UNCITRAL, UNECE, UNESCAP, UPU and WCO.



PROMOTING AND ASSISTING ACCESSION TO COTIF

51 states and one regional economic integration organisation are members of OTIF. 47 states are active, full Member States of OTIF and contracting parties to COTIF. The membership of Iraq, Lebanon and Syria is suspended. Jordan is an associate member of OTIF and is not a contracting party to COTIF. Accession to COTIF is open to any state on whose territory railway infrastructure is operated and to regional economic integration organisations of which at least one member is an OTIF Member State. Extending the geographical scope of COTIF is a priority of the OTIF Secretariat, which provides any assistance necessary with regard to accession. The Secretariat and the Legal Department in particular, continue to advise various stakeholders about the accession procedure (full membership, membership of regional economic integration organisations and associate membership) and the benefits of membership. In 2020, Moldova started the procedure for accession to COTIF. In 2021 and 2022, the Secretariat continued to advise Moldova on accomplishing all the formal requirements to initiate the formal accession procedure in accordance with Article 37 of COTIF. A great deal of work was also carried out with the Cooperation Council for the Arab States of the Gulf (GCC), which is aiming to construct an integrated regional railway network between its Member States: Saudi Arabia, Bahrain, the United Arab Emirates, Kuwait, Oman and Qatar.

EXECUTION OF DEPOSITARY FUNCTIONS

The Secretary General is the Depositary of COTIF. The depositary functions are administrative and non-political. To a certain extent, the execution of these functions includes the impartial exercise of control and supervision. In 2022, the Depositary issued depositary notifications concerning, in particular:

- Approval of amendments to COTIF adopted by the General Assembly at its 12th and 13th sessions
- CIV and CIM list of maritime and inland waterway services
- CIV and CIM list of railway lines.

OVERVIEW OF MEETINGS HELD IN 2022

2nd session of the ad hoc Committee on Legal Affairs and International Cooperation
5 to 7 April

3rd session of the ad hoc Committee on Legal Affairs and International Cooperation
4 to 6 October

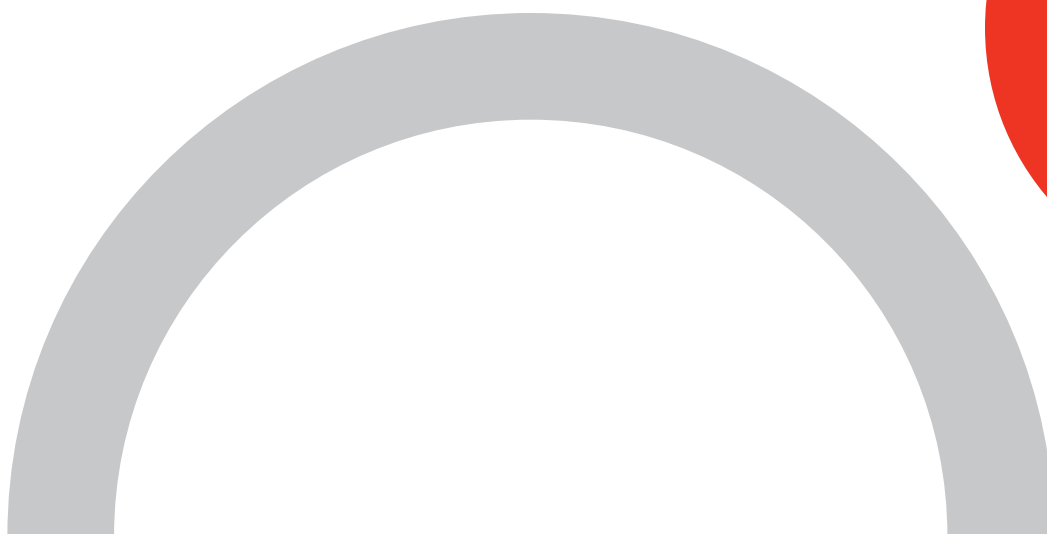
RID Committee of Experts and RID/ADR/ADN Joint Meeting – Continuous improvement of safety in the transport of dangerous goods

Jochen CONRAD
Head of Dangerous Goods

In the Department for the Transport of Dangerous Goods, the focus in 2022 was on the adoption and notification of the amendments to RID that entered into force on 1 January 2023 and publication of the 2023 edition of RID in all three working languages. Despite the COVID-19 pandemic, RID 2023 was able to be completed successfully within the planned timescale. Some of the new features in RID 2023 are as follows:

- RID now regulates the import and export of gases in refillable pressure receptacles approved by the United States Department of Transportation. However, these pressure receptacles may still not be used in transport between RID/ADR Contracting States. In return, the regulations of the United States Code of Federal Regulations (CFR49) are also being amended to allow the carriage of RID/ADR pressure receptacles in the USA. This facilitates the transport of high quality and high purity gases produced on both sides of the Atlantic. The regulations adopted can be seen as a milestone, as now for the first time, reference is made in CFR49 to the provisions of RID/ADR and in RID/ADR to the provisions of CFR49.

- For extra-large tank-containers, which have a capacity of up to 73,500 litres and a payload of up to 66 tonnes and which are used as an alternative to tank-wagons, the first specific provisions have been included in RID. A new definition specifies that extra-large tank-containers are distinguished from conventional tank-containers by a minimum capacity of 40,000 litres. This new definition enables certain construction requirements, which previously only applied to tank-wagons, to be assigned to extra-large tank-containers. In particular, the minimum wall thickness of tanks should be emphasised.
- All the explanations of abbreviations and acronyms used in RID have been transferred from 1.2.1 (Definitions) to a new 1.2.3. This reflects the International Maritime Dangerous Goods Code (IMDG Code), where this separation has already existed for some time. Footnotes explain which foreign-language terms the respective abbreviation is derived from.
- The provisions for the testing and approval of tanks for the carriage of gases of Class 2 and for the carriage of substances of other classes have been harmonised. In this context, requirements for the approval and monitoring of inspection bodies involved in the testing and approval of tanks have been included with a view to their mutual recognition. In future, lists of all inspection bodies approved by the RID Contracting States' competent authorities will be published on OTIF's website. They serve to confirm that the inspection bodies listed are capable of carrying out the activities for which they are approved in any other RID Contracting State and that the certificates and confirmations issued are valid throughout the RID territory. As the RID Contracting States are at different stages of accreditation of inspection bodies and experts, long transitional periods are being agreed to allow the new tasks to be implemented gradually. An explanatory document, which is intended to provide a better understanding of the provisions that will apply from 2023 and which is aimed at authorities, inspection bodies, maintenance and repair workshops and everybody involved in the transport of dangerous goods, is being published on OTIF's website.



- A new UN number has been added to Table A of Chapter 3.2 for cobalt dihydroxide powder, which is used for the extraction of cobalt, a mineral used in various medical and technical applications. The transport provisions for this new UN number take account of the special properties of cobalt dihydroxide powder, which has a risk of inhalation toxicity, but this is reduced by the high relative density and hygroscopic, i.e. hydrophilic, properties of the substance.
- Recycled plastics recovered from used industry packagings may now also be used in the manufacture of rigid plastics intermediate bulk containers and composite intermediate bulk containers with plastics inner receptacles. In future, the use of recycled plastics material is to be broadened even further to allow plastics from household waste for production as well.
- RID clarifies that the maximum net mass of 400 kg applicable to packagings only has to be complied with in cases where type-tested packagings have to be used. In those packing instructions where the use of strong outer packagings, protective enclosures or pallets is also made possible under certain conditions, it is pointed out that the net mass limitation need not be complied with.
- For the carriage of wastes, an estimate of the quantity of waste based on the nominal volume of the packagings or containers containing the waste is permitted for the information in the transport document under certain conditions. This is intended to avoid problems that arise because no weighing facilities are available at the loading site (e.g. at construction sites, decontamination sites).

- Tank-containers for the carriage of flammable liquefied gases must in future be equipped with safety valves that open automatically at a defined gauge pressure. This is to prevent a so-called BLEVE (boiling liquid expanding vapour explosion), which can occur if the tank is heated by an external fire to such an extent that the liquid phase passes into the gas phase and the resulting overpressure causes the tank to burst and the gas to escape abruptly with subsequent ignition at the external source of the fire. For tank-wagons, on the other hand, the fitting of safety valves remains optional, because for tank-wagons, a BLEVE caused by an engine or tyre fire can be ruled out. On the other hand, the same technical requirements apply to safety valves fitted voluntarily to tank-wagons. Tank-containers and tank-wagons equipped with safety valves must now be marked with a white, square-shaped mark with the letters “SV” for safety valve so that the emergency services can recognise from a distance that a safety valve is present and the initial measures can be directed accordingly.
- A new Chapter 6.9 has been included in RID, which contains construction, testing and approval requirements for portable tanks made of fibre-reinforced plastics (FRP) that can be used worldwide. The previous Chapter 6.9, which had already permitted the use of FRP for ADR tank-vehicles and RID/ADR tank-containers since the beginning of the millennium, served as the basis. Since the previous Chapter 6.9 has not been fundamentally revised since then, the technical developments that have taken place in the meantime had to be reflected. RID/ADR tank-containers made of FRP must in future be constructed in accordance with the new Chapter 6.9. A ten-year transitional measure ensures the continued use of existing FRP tank-containers and those built within these ten years on the basis of existing and still valid design type approvals.

RID/ADR/ADN JOINT MEETING

The RID/ADR/ADN Joint Meeting develops harmonised provisions for the carriage of dangerous goods by rail, road and inland waterways. The Secretariat for this meeting is provided by OTIF's Department for the Transport of Dangerous Goods in cooperation with the Secretariat of the Transport Division of the United Nations Economic Commission for Europe (UNECE).

The Joint Meeting held two one-week hybrid sessions in 2022, allowing both in-person and remote participation. At the one-week meeting in Geneva, it was not possible to have full interpretation for all the meeting days, so discussions were sometimes held in informal sessions without interpretation and decisions were later taken in official sessions with interpretation.

The spring 2022 meeting still dealt almost exclusively with topics relating to the 2023 revision of RID/ADR/ADN. At this meeting, all the questions relating to the marking of tank-containers fitted with safety valves, the inclusion of special requirements for extra-large tank-containers, numerous new references to standards and various transitional measures still had to be dealt with. In the framework of this meeting, representatives of the United States of America, the United Kingdom and the European Union also made statements on Russia's war of aggression against Ukraine. The immediate cessation of aggression was demanded, Russia's special responsibility as a permanent member of the UN Security Council for maintaining international peace and security was underlined, and the blatant violation of the common goal of promoting security, sustainability, social inclusion and economic prosperity through better transport policy resulting from the destruction of Ukrainian infrastructure was highlighted.

The meeting in autumn 2022 then dealt exclusively with the 2025 revision of RID/ADR/ADN. Among the numerous amendments anticipated for 2025, the topics below should be highlighted.

Digital test reports and electronic tank record

The Joint Meeting returned to a proposal that had first been submitted in 2014 calling for the tank record to be allowed to be kept in electronic form as well. In view of the fact that many inspection bodies now only send electronically generated inspection certificates without any signature and that original certificates in paper form are in some cases only available on request or for an additional charge, the Joint Meeting approved the tank record being kept in electronic form as an alternative.

Definition of liquefied petroleum gas (LPG)

A preliminary discussion on revising the definition of liquefied petroleum gas (LPG) was started. In particular, the English term “liquefied petroleum gas” establishes a link to petroleum, while the liquefied petroleum gas industry has in the meantime begun to include dimethyl ether of renewable origin, obtained for example from biomass gasification, as a blending component of liquefied petroleum gas. Furthermore, as a result of efforts to combat climate change, the addition of substances of non-fossil origin should be made possible.

Informal working group on the carriage of molten aluminium

An informal working group submitted a preliminary draft of some very comprehensive provisions for the construction, testing, marking and operation of vats for the carriage of liquid aluminium. Liquid aluminium is considered as dangerous goods because it is carried at high temperatures. The vats containing the liquid aluminium have previously been built according to the conditions set by the competent authority of the country of origin. As molten aluminium is sometimes also carried across borders and accidents have shown that national requirements differ greatly, the need to include internationally coordinated construction requirements in the dangerous goods regulations was recognised.

Informal working group on the transport of hazardous waste

The provisions of RID/ADR/ADN are only suitable for the carriage of waste to a certain extent. An informal working group is to develop provisions to facilitate the transport of waste in accordance with the regulations. This working group is currently considering the following topics:

- In collections of used household packagings, aerosols containing dangerous products are also often disposed of. This means that the first time the waste is carried to the sorting plant, it does not comply with the dangerous goods regulations. In this context, there have already been fires in rubbish collection vehicles in which the waste is compressed.
- For plastics packagings, chemical compatibility with the filling substances must be demonstrated. As the compositions of waste mixtures vary constantly, the chemical compatibility tests contained in RID/ADR/ADN are not suitable.
- Different variations of inner packagings may be used in composite packagings without the need for retesting. However, the variations of inner packagings that are delivered to disposal facilities and subsequently have to be packed together go far beyond these permitted variations. For safety reasons, it is also not realistic to repack every single packaging that contains waste.

Conclusion

The amendments described above do not provide an exhaustive overview of the activities of the Department for the Transport of Dangerous Goods in connection with the Joint Meeting, but summarise the most important technological developments that have the biggest impact on the regulations. This makes clear the extent to which the provisions have a direct link to dynamic technological developments in the sector.

RID COMMITTEE OF EXPERTS AND ITS STANDING WORKING GROUP

The RID Committee of Experts is one of the most important organs of OTIF, as the provisions for the international carriage of dangerous goods by rail are continuously amended, which leads every two years to a completely new edition of RID. As the provisions of RID must also be applied to domestic transport in the EU Member States in accordance with EU Directive 2008/68 on the inland transport of dangerous goods, amendments to RID lead to changes in national law. In this respect, OTIF plays a leading role. The technical discussion takes place in the RID Committee of Experts' standing working group, which meets once a year. As a rule, the RID Committee of Experts only meets every two years in order to adopt the decisions prepared by the standing working group.

57th Session of the RID Committee of Experts

The 57th session of the RID Committee of Experts, which adopted all the amendments proposed at the 12th (video conference, 24 - 26 November 2020), 13th (Geneva/hybrid, 15 - 18 November 2021) and 14th sessions of the RID Committee of Experts' standing working group (Berne/hybrid, 23 May 2022) for entry into force on 1 January 2023, was held on 24 May 2022 as a hybrid conference.

The RID Committee of Experts, which was preceded by the 14th session of the standing working group which prepared the Joint Meeting's final decisions concerning the 2023 amendments, unanimously approved the proposed amendments. The notification texts were brought to the attention of the RID Contracting States on 1 July 2022 by means of a depositary notification. As the RID Contracting States did not lodge any objections, the amendments were able to enter into force as planned on 1 January 2023.

15th Session of the RID Committee of Experts' standing working group

The 15th session of the RID Committee of Experts' standing working group was held in Berne on 23 and 24 November 2022 as a hybrid session. It dealt with a list of corrections concerning the notification texts for the 2023 edition of RID and with various questions of interpretation of RID. There was also a report on the work in the RID Committee of Experts' working group on tank and vehicle technology, which had met on 22 November 2022 to deal with the vehicle technology provisions contained in RID, which might have to be taken into account when laying down requirements for the digital automatic coupler (DAC).

The working group agreed that the RID provision requiring a minimum distance of 300 mm between the headstock plane and the most protruding point at the shell extremity for tank-wagons equipped with DAC can be dispensed with in future.

It also agreed that falling below the energy absorption capacity of 800 kJ per wagon end currently required for tank-wagons for very dangerous substances was justifiable from a safety point of view. In the past, the so-called UIC pocket, a free space in the chassis of the wagon, was taken into account in the design of most freight wagons to enable the wagons to be fitted with central buffer couplings at a later date. The UIC pocket provides space for a DAC AX with a total energy absorption capacity of 675 kJ. DAC AX are standard DAC with an elastic (reversible) energy absorption capacity of 75 kJ and an energy absorption element with a plastic (irreversible) energy absorption capacity of 600 kJ. Owing to the limited space, it is not currently possible to have a greater energy absorption capacity without having to impinge on the construction of the chassis.

The working group also recommended that for gas tank-wagons, for which no energy absorption elements have been prescribed so far, DAC AX should generally be used instead of DAC C with an energy absorption capacity of 140 kJ. This is a more cost-effective solution, because the energy absorption capacity of DAC C is achieved by a hydraulic element, which is very expensive to maintain. In addition, the effectiveness of the hydraulic element depends very much on the impact speed.

There was a more difficult discussion on whether a special provision applicable to tank-wagons for the carriage of toxic gases and liquids requiring a calculation pressure of 15 or 21 bar and containing measures to prevent overriding of buffers or to limit the damage caused by overriding of buffers could be dispensed with completely. According to the industry, DAC achieves the resistance to a vertical force of 150 kN required in the special provision. Furthermore, safe locking of DAC up to a speed of 36 km/h is ensured. However, some delegations criticised the fact that the design-related fulfilment of one of the measures described in the previous special provision could lead to an increase in the wall thickness of tank ends, a sandwich cover on tank ends or the fitting of protective shields not being implemented in future. This could reduce safety in the carriage of these particularly dangerous substances.

In future, the working group will also have to deal with the electrical power supply ensured by the DAC, because explosion protection must be guaranteed for dangerous goods wagons. Special attention must also be paid to the so-called domino effect, which had been observed in North America in derailments where the rigid coupling had caused numerous wagons in the train set to overturn. These accidents had led to a revision of the construction of North American couplings, which now allow the coupling to rotate, thus reducing torque transmission.

The working group on tank and vehicle technology also dealt with extra-large tank-containers. It took note of a report on the experience of the chemical industry, which explained that no signs of fatigue had been found in inspections of extra-large tank-containers and container carrying wagons that were regularly hump shunted in marshalling yards.

COOPERATION WITH OTHER ORGANISATIONS

Harmonisation of OTIF's RID and OSJD's SMGS Annex 2

For a number of years, the Secretariat of OTIF has been making successful efforts to press ahead with the harmonisation of RID and SMGS Annex 2, which is applied in the Member States of OSJD (Organisation for Cooperation between Railways). Apart from some European states, the majority of OSJD Member States are Asian. On the basis of the 2023 amendments to RID, SMGS Annex 2 was also amended and the amended version will enter into force on 1 July 2023.

UN Sub-Committee of Experts on the Transport of Dangerous Goods

The Department for the Transport of Dangerous Goods participated as an observer in the 60th and 61st sessions of the Sub-Committee of Experts on the Transport of Dangerous Goods of the United Nations Economic and Social Council (ECOSOC). The decisions taken at these meetings were adopted by the ECOSOC Committee of Experts on the Transport of Dangerous Goods and the Globally Harmonized System of Classification and Labelling of Chemicals on 9 December 2022 and will feed into the 23rd revised edition of the UN Recommendations on the Transport of Dangerous Goods (UN Model Regulations). They will be carried over in the 2025 edition of RID in the context of harmonisation.

Other organisations

The Department for the Transport of Dangerous Goods also took part in the meetings of the United Nations Economic Commission for Europe (UNECE) Working Party on the Transport of Dangerous Goods (WP.15), the European Commission's Group of Experts on the Transport of Dangerous Goods and the UIC Expert Group on the Transport of Dangerous Goods.

Presentation of the 2023 amendments to RID

At two events, the 2023 amendments to RID were presented to a large audience and questions about the background were answered.

OVERVIEW OF MEETINGS HELD IN 2022

RID/ADR/ADN Joint Meeting
14 to 18 March

14th session of the RID Committee of
Experts' standing working group
23 and 24 May

57th session of the RID Committee
of Experts
24 May

6th session of the Joint Coordinating
Group of Experts (together with the
TECH Department and the European
Commission)
6 September

RID/ADR/ADN Joint Meeting
12 to 16 September

19th session of the RID Committee of
Experts' working group on tank and
vehicle technology
22 November 2022

15th session of the RID Committee of
Experts' standing working group
23 and 24 November

Joint Coordinating Group of Experts

The Joint Coordinating Group of Experts (JCGE) is an ad hoc working group that, through a coordinated process, offers advice or makes requests to:

- OTIF's RID Committee of Experts and Committee of Technical Experts, and
- the EU's Transport of Dangerous Goods (TDG) Committee and Railway Interoperability and Safety Committee (RISC).

The objective is to align the RID provisions and the legislation relating to the interoperability and safety of railways, in particular UTPs/TSIs, and to make them more consistent with each other.

The JCGE held its 5th session in Berne on 6 September 2022 in the form of a hybrid meeting.

The JCGE reviewed developments with regard to the requirements concerning the stresses that tank-wagons must be able to withstand under the maximum permissible load. These requirements are laid down both in RID and in the TSI/UTP concerning freight wagons. The TSI/UTP also refer to EN standard 12663-2 that has been undergoing revision since April 2022. Until the EN standard is finalised, the JCGE advised that TSI/UTP application guides should be used as a reference.

JCGE discussed approaches to revise RID special provisions TE 22 (energy absorption elements/crash buffers) and TE 25 (protection against the overriding of buffers) in light of the introduction of Digital Automatic Couplers (DAC). The technical requirements for DAC have been developed by the Topical Working Group Freight-DAC of the European Union Agency for Railways (ERA). In addition, the OTIF Secretariat took part in two dedicated workshops organised by ERA concerning harmonisation of the requirements of the TSI/UTP and RID. This work will continue in 2023.

JCGE also considered revising the provisions of TE 22 and TE 25 in the context of managing the shunting risks inherent in extra-large tank-containers. Further studies will be carried out to analyse whether any modifications to RID and the TSI/UTP might be necessary.

JCGE reviewed developments on the implementation of the EU Electronic Freight Transport Information Regulation of 2020 (eFTI), the TSI/UTP concerning Telematics Applications for Freight (TAF), and RID. The eFTI Regulation requires that EU Member States exchange information digitally on the transport of any goods across different modes of transport. The TAF Technical Document, referred to in the TSI/UTP TAF, contains a data message model on consignment and the dangerous goods information, harmonised with the information required in RID. RID allows the use of electronic data exchange to satisfy the documentation requirements of RID Chapter 5.4, for which guidelines have been published on OTIF's website.

At the JCGE meeting, the railway industry told the European Commission and ERA that there might be different ways to interpret EU rules on railway safety and related RID rules. This could affect how railway undertakings and infrastructure managers deal with safety and their legal responsibilities. There might also be differences in how rules are applied in different countries. The subject needs further study and solutions.

Finally, JCGE discussed the elimination or harmonisation of national rules and emphasised the need for more clarity with regard to national rules that may relate to the acceptance of vehicles transporting dangerous goods.

Promote safe Technical Interoperability

Bas LEERMAKERS

Head of Technical Interoperability Department

CONTEXT OF ACTIVITIES IN 2022

During 2022, the restrictions and adaptations in connection with the COVID-19 pandemic were gradually lifted. The Committee of Technical Experts (CTE) and its standing working group, WG TECH, held all their meetings in a hybrid format, which enabled physical or remote participation. Similarly, most partner organisations continued to organise meetings in either a hybrid or remote format. This enabled the staff of the Technical Interoperability Department to follow activities more closely than they could have done if they had been required to attend all meetings in person.

Both at meetings and externally, the Secretariat continued to work closely with the Member States, the EU, sector associations and other partners.

DEVELOPMENTS IN THE SCOPE OF THE APTU UR

The APTU UR are the basis on which the CTE adopts Uniform Technical Prescriptions (UTPs). The UTPs must be modified to ensure continued adaptation to technical progress and to maintain equivalence with the corresponding Technical Specifications for Interoperability (TSIs) applied in the EU.

All the applicable provisions, including those that have been repealed, are published on OTIF's website under [Reference Texts > Technical Interoperability > Prescriptions and Other Rules](#).

UTP GEN-E and UTP GEN-G

WG TECH drafted proposals for the revision of UTP GEN-E of 1 December 2011, concerning the qualifications and independence of assessing entities. The aim was to simplify the rules and to align the UTP with the latest provisions applicable in the EU.

WG TECH also drafted proposals for the revision of the UTP GEN-G of 1 December 2016, concerning a Common Safety Method on risk evaluation and assessment. The revision would widen the scope of UTP GEN-G, so that in future it can also be applied in the scope of the EST UR. These applications mainly relate to operational and organisational changes, including changes to the Safety Management System or railway undertakings.

The CTE will consider the proposals for the revision of UTP GEN-E and UTP GEN-G in 2023.

UTP TAF

In 2022, the CTE adopted a revised version of the UTP concerning Telematics applications for freight services (UTP TAF) and repealed the old version. The revision ensures continued full equivalence, in the meaning of the APTU and ATMF UR, between the EU and COTIF provisions. This equivalence ensures a common legal basis for data exchange in international traffic from and to the EU and in traffic between non-EU CSs that apply the UTP TAF.

Modifications included the requirement that the non-EU CSs should inform the OTIF Secretariat of their National Contact Point, the addition of provisions related to Path Allocation and Train Running Information, and the replacement of provisions regarding train composition with a reference to the UTP concerning train composition and route compatibility checks (UTP TCRC).

The revised UTP TAF entered into force on 1 January 2023.



DEVELOPMENTS IN THE SCOPE OF THE ATMF UR

Revision of Annex B to the ATMF UR concerning derogations

The CTE adopted a complete revision of Annex B to the ATMF UR concerning derogations from the application of UTPs and repealed the previous version.

Compared with the previous version, the revised Annex B to the ATMF UR contains simplified provisions. The scope and rules concerning derogations have been revised and the competences of the competent authorities of the CSs have been reinforced. All tasks and roles of the OTIF Secretary General have been removed.

Guidelines on whether to grant or reject derogations are included in the same document as the rules, which should help the competent authorities apply the rules in a harmonised manner.

The revised Annex B to the ATMF UR entered into force on 1 January 2023.

Sharing information on the causes of accidents and incidents

The CTE established a procedure for sharing information on the causes of accidents, incidents and severe damage in international traffic. The legal basis is provided by Article 16 § 4 of the ATMF UR. To this end, all CSs are requested to notify the OTIF Secretary General of the causes of accidents, incidents and severe damage in international traffic that have occurred on their territory. In turn, the Secretary General makes the notified information accessible through OTIF's website and issues a circular letter informing all competent authorities of the published information.

The information is publicly available on OTIF's website under [Activities > Technical Interoperability > Accident and Incident Reports](#).

Revision of the ATMF UR concerning ECM

In 2021, the CTE was of the view that the ATMF UR had to be revised with regard to Entities in Charge of Maintenance (ECMs). The scope of certification of ECMs had to be extended beyond freight wagons, so that it would include all types of vehicles. In addition, the reference to obsolete EU legislation had to be removed or updated.

Modifications to the ATMF UR must be decided by OTIF's Revision Committee. The CTE therefore requested the Revision Committee to revise Article 3a § 5 and Article 15 § 2 of the ATMF UR and to modify the Explanatory Report accordingly.

After the request, in the second half of 2021, the Working Group of Legal Experts and its successor, the ad hoc Committee on Legal Affairs and International Cooperation, issued an opinion concerning the recognition of certificates for ECMs. The ad hoc Committee was of the view that the term "mutual recognition" should not be used for these certificates. As this term was used in the request from the CTE, this led to the vote on related documents being delayed.

In July 2022, the CTE proposed new wording. In October 2022, the Revision Committee adopted the modifications using the written procedure. It is anticipated that the amendments to the ATMF UR will enter into force on 1 November 2023.

The adopted texts are available on OTIF's website under [Activities > Revision Committee > Notifications](#)

Vehicle registers

Following a decision by the CTE, OTIF's Secretary General reminded CSs of their obligations under the specifications for vehicle registers. CSs were also requested to notify OTIF of their registration entity, the location (internet address) of the vehicle register and to inform the Secretary General how eligible users can obtain access to the registered data.

The Committee also requested the OTIF Secretariat to publish this information on OTIF's website in the form of a list of all vehicle registers, including information on how to contact the registration entity of each CS and how eligible parties can obtain access rights.

The notified information is available under http://otif.org/fileadmin/new/3-Reference-Text/3D-Technical-Interoperability/3D3-Registers/220405_Web_table_vehicle_registration_entities.pdf

DEVELOPMENTS IN THE SCOPE OF THE EST UR

In September 2018, the 13th session of the General Assembly adopted the EST UR. The EST UR set out rules for the safe operation of trains in international traffic. They provide general principles and responsibilities for the cross-border operation of trains for states that already fully apply the APTU and ATMF UR. The rules are compatible with the provisions of the EU on safety of the railway system. Entry into force of the EST UR is pending approval by two-thirds of the OTIF Member States.

When adopting the EST UR, the General Assembly recommended that the CTE prepare proposals for annexes to the EST UR before the EST UR enter into force. The proposals could then be adopted by the CTE without delay after the EST UR enter into force.

As a first step, in 2022, the CTE reviewed draft proposals for the first two annexes to the EST UR.

Annex A to the EST UR would lay down a CSM for safety management system requirements to be applied by Safety Certification Authorities when issuing Safety Certificates and by railway undertakings and infrastructure managers when developing, implementing, maintaining and improving their safety management systems.

Annex B to the EST UR would set out a CSM on monitoring to be applied by railway undertakings and infrastructure managers and ECMs.

The draft proposals for Annexes A and B to the EST UR are available on OTIF's website under [Activities > Technical Interoperability > Committee of Technical Experts > Working Documents > 2022](#)

As a second step, in 2022, WG TECH started drafting texts for Annex C to the EST UR, concerning a harmonised procedure for issuing safety certificates. The draft proposal will be reviewed by the CTE in 2023.

MONITORING AND ASSESSING IMPLEMENTATION

Monitoring and assessing implementation of the APTU and ATMF UR by OTIF Members

In 2021, the CTE began monitoring and assessing implementation of the APTU and ATMF UR by OTIF Members. It agreed on a stepped approach, starting with a questionnaire that was sent to the CSs and the EU. It contained 12 questions, which centred around:

- Whether and how CSs and the EU have implemented and apply the provisions incumbent on them as set out in the APTU and ATMF UR and their Annexes and UTPs;
- The scope of application of the provisions, such as the number of vehicles and volume of traffic which rely on the APTU and ATMF UR, as a quantitative measure of relevance;
- The relevance of the rules as perceived by officials in the CSs and the EU as a qualitative measure of relevance.

The objective of this first step in monitoring and assessing implementation of the APTU and ATMF UR was to gain information on the general, high-level implementation of the provisions by CSs and the EU.

In 2022, the CTE reviewed the results and conclusions of the first step. The responses provided useful information which fed into the CTE's work programme and the Secretariat's activities. The Committee decided to widen its approach to monitoring and assessment in order to:

- Try to obtain a better view of the use of vehicles in international traffic and on traffic volumes by involving the sector's representative bodies (e.g. CER, ERFA, UIP and UIC);
- Understand how, in practice, assessing entities apply the rules and procedures for assessing vehicles or vehicle types to ascertain whether they comply with the UTPs;
- Understand how, in practice, competent authorities apply the rules and procedures for issuing vehicle admissions;
- Obtain a view on whether compliance with the UTPs is relevant with regard to authorisation for national use in the CSs.

WG TECH drafted proposals that will be considered by the CTE in 2023.



COOPERATION AND DISSEMINATION

The Technical Interoperability Department fostered relations with several other organisations and explained the relevance of its work at several meetings external to OTIF.

Cooperation between the OTIF Secretariat, ERA and DG MOVE is based on the Administrative Arrangements of 2020. Within its scope, the Technical Interoperability Department continued to coordinate its activities closely with these two partners. It participated as an observer in ERA's work on the further development of TSIs, including requirements for passenger coaches, the digital automatic coupler, telematics applications, an accreditation scheme for assessment bodies and for the facilitation of combined transport. The objective of this participation is to ascertain whether the proposals are compatible with COTIF, and to ensure that they would facilitate interoperability between the EU and non-EU CSs. Furthermore, it also took part as an observer in meetings of the European Union's Railway Interoperability and Safety Committee (RISC) and its preparatory expert group meetings. RISC is where the EU Member States meet with the European Commission to give their opinion on proposals for EU legislation. Lastly, it took part as an observer in meetings of the Digital Transport and Logistics Forum (DTLF), which is an EU initiative aimed at advancing the digitalisation of the transport and logistics sector. The DTLF brings together stakeholders from the public and private sectors to facilitate the development and implementation of digital solutions that improve the efficiency, sustainability, and competitiveness of the sector.

The Technical Interoperability Department participated in several meetings and training seminars under the umbrella of the EUMedRail project, which was coordinated by ERA. It promoted the application of COTIF and accession to OTIF by countries in the southern Mediterranean area.

Together with the Administration and Finance Department, the Technical Interoperability Department represented the OTIF Secretariat at meetings of the UNECE Group of Experts on the Permanent Identification of Railway Rolling Stock. This group drafted rules on how a unique number, assigned according to the Luxembourg Protocol, should in future be marked on rail vehicles. This work was successfully concluded in 2022.

Based on the Memorandum of Understanding with the International Union of Railways (UIC), a management level liaison meeting took place in 2022, which the Technical Interoperability Department coordinated on behalf of the OTIF Secretariat.

The Technical Interoperability Department fostered its relations with the Organisation for Cooperation between Railways (OSJD) by attending its 5th Commission and by welcoming an OSJD representative to the respective OTIF meetings.

OVERVIEW OF MEETINGS HELD IN 2022

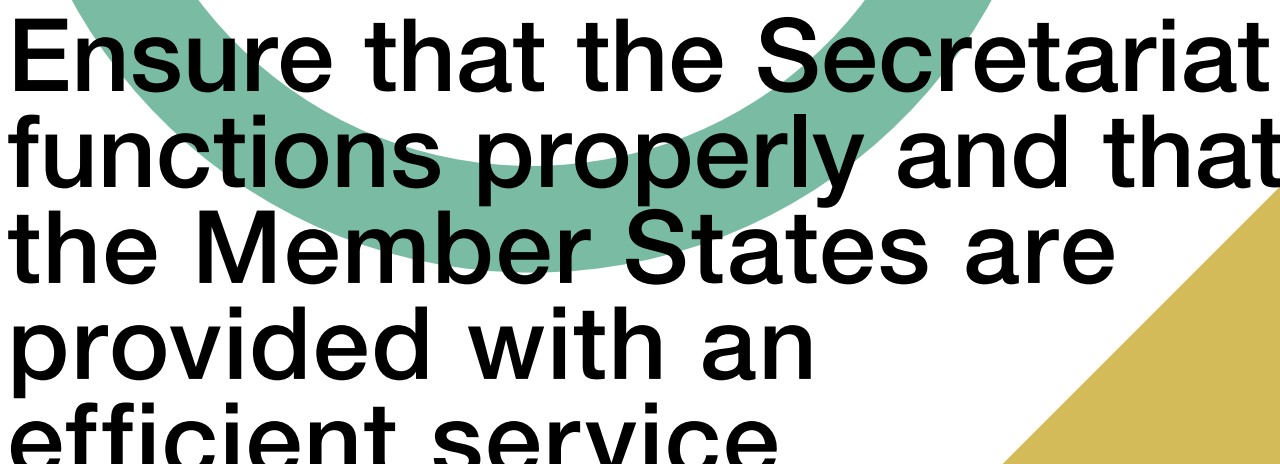
14th session of the Committee of Technical Experts
14 and 15 June

46th session of the working group Technology
16 June

5th session of the Joint Coordinating Group of Experts (together with the RID Department and the European Commission)
6 September

47th session of the working group Technology
7 September

48th session of the working group Technology
15 and 16 November



Ensure that the Secretariat functions properly and that the Member States are provided with an efficient service

Lunesterline ANDRIAMAHATAHITRY
Head of Administration and Finance Department

The part of the 2022-2023 Work Programme concerning the Department of Administration and Finance, which was approved at the 135th session of the Administrative Committee, recalls the Department's objectives with regard to finance and human resources, the project to renovate the headquarters and preparations for the entry into force of the Luxembourg Protocol.

Overall, the objectives planned for 2022 were achieved. The following paragraphs detail what was achieved in relation to each of the Department's objectives.

CONTROL OF RECURRENT AND CAPITAL EXPENDITURE FOR THE RENOVATION PROJECT

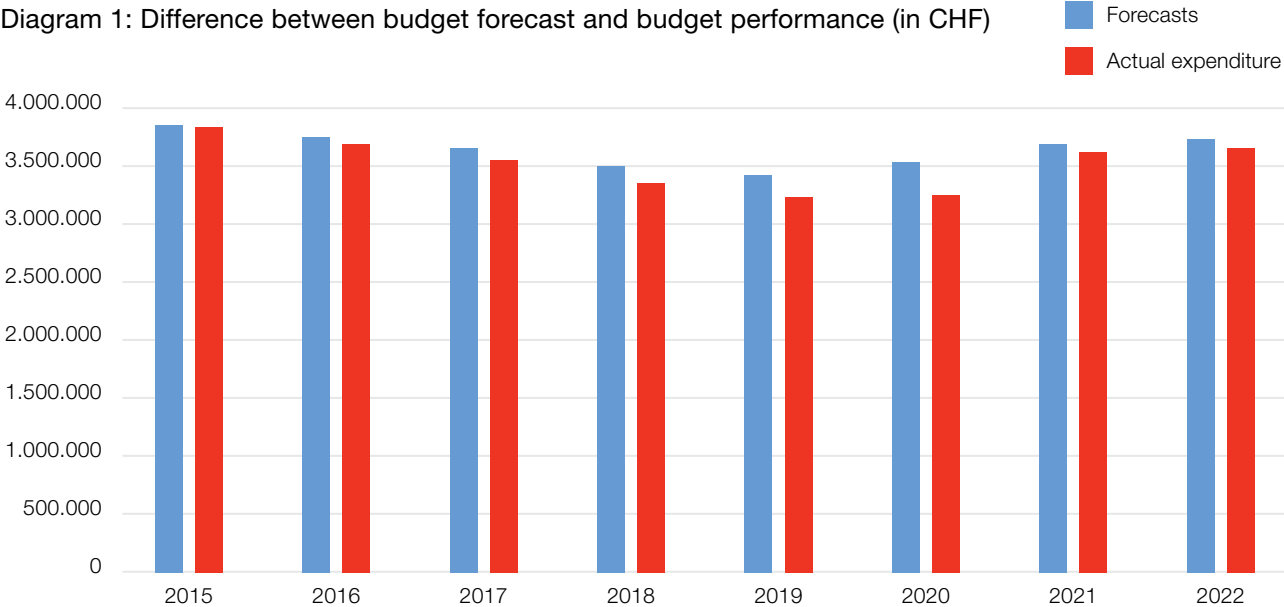
At its 15th session, the General Assembly set the budget framework for the period from 2022 to 2027. The ceiling of expenditure is CHF 4.2 million per year for recurrent expenditure and CHF 7.4 million in total for expenditure relating to the project to renovate the headquarters and the project for the temporary relocation of staff. The 2022 provisional budget approved by the Administrative Committee complies with the expenditure ceilings set by the General Assembly.

Budget performance

For 2022, the Administrative Committee approved a budget of CHF 3,721,779 for recurrent expenditure and CHF 402,642 for the headquarters renovation project, giving a total forecast budget of CHF 4,124,421.

At the close of the 2022 financial year, the Organisation’s expenditure was approximately CHF 3.964 million, i.e. a budget execution rate of just over 97% of the total approved budget.

Diagram 1 below shows how the difference between the forecast budget (excluding renovation) and actual budget has changed since 2015.



ADJUSTMENT OF HUMAN RESOURCES

The Secretariat’s workforce in 2022 remained stable compared to 2021, with 21 staff representing 19.3 full-time equivalents (FTEs). The organigram of the Secretariat is available online on the Organisation’s website.

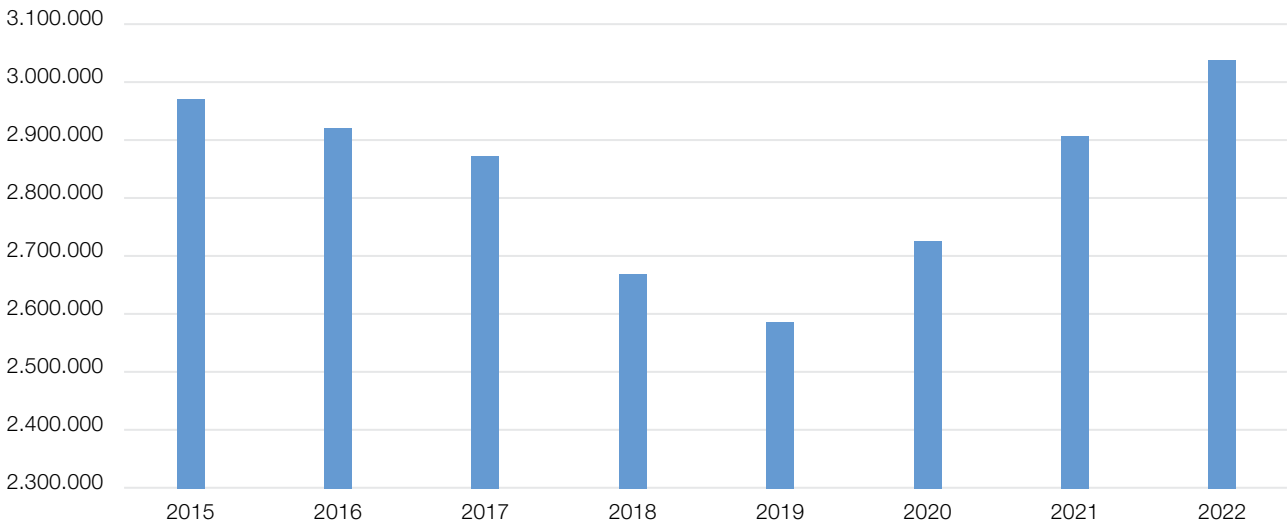
In 2022, the Administrative Committee approved the recruitment of two members of staff for the Administration and Finance Department and for the Legal Department. However, the people recruited will join the Secretariat in 2023.

Situation concerning personnel expenditure

In the period from 1 January to 31 December 2022, personnel expenditure amounted to CHF 3.035 million, representing just over 75% of the Organisation’s total costs of CHF 3.980 million (compared to 78% of total costs in the period January to December 2021).

The diagram below shows how personnel expenditure has changed since 2015.

Diagram 2: How personnel expenditure has developed (in kCHF)





Recruitment in 2022

At its 136th session, the Administrative Committee approved the creation of a part-time (60%) general administrative assistant post for a period of two years in the Administration and Finance Department. Over the next two years, the renovation project, the project to relocate the Secretariat to temporary premises, implementation of the recommendations of the human resources study, including the revision of certain provisions of the Staff Regulations, and preparing the entry into force of the Luxembourg Protocol will require a huge amount of organisation and will create a significant workload for the Administration and Finance Department.

At the same session, the Administrative Committee also approved the creation of the post of Senior Legal Adviser in the Legal Department from 1 May 2023. The incumbent will have to take over the tasks and functions of the legal expert, who will retire on 1 January 2024 following the extension of her contract.

IMPROVING THE STAFF'S WORKING CONDITIONS AND TERMS OF EMPLOYMENT

The new internal directive on teleworking for all staff, resulting from discussions with staff, was adopted in 2022. The interim report on the human resources audit was submitted to the Administrative Committee at its 136th session.

Extension of teleworking to all staff

Owing to the exceptional circumstances resulting from the pandemic and in view of the renovation of the headquarters and the relocation of staff, the option of teleworking remains one of the best options to continue to ensure the quality and continuity of services.

The Administrative Committee adopted an initial internal directive on teleworking in 2019, but its application was limited to OTIF's Translation Department. Discussions on extending the opportunity of teleworking to all staff started with the Staff Council in the last quarter of 2021. Extending the possibility of teleworking within a structure the size of OTIF requires common rules to maintain the link between individuals who are teleworking and the rest of the staff, just like the link between the Secretariat of OTIF and the Member States.

The new internal directive on teleworking for all staff was submitted to the 136th session of the Administrative Committee and came into force on 1 October 2022.

Human resources study

The second phase of the study on human resources requirements and the conditions of employment of the Secretariat staff started in March 2022 and concluded in July 2022 with a final report submitted in August 2022.

The second phase of the study focused on the human resources audit and career development opportunities and included an analysis of current and future staffing needs in relation to the Organisation's tasks and future prospects for accessions. It was also intended to identify the causes of particular problems, such as the accumulation of overtime and unused leave days.

As the Secretariat only received the final report in August 2022, the interim report submitted by the selected consultancy firm was presented at the 136th session of the Administrative Committee.

The final report and the conclusions of the study concerning the organisation, working methods, attraction and retention of talent will be presented and discussed at the 137th session of the Administrative Committee in May 2023.

PROJECT TO RENOVATE THE HEADQUARTERS AND PROJECT FOR THE TEMPORARY RELOCATION OF THE SECRETARIAT

The project to renovate the headquarters, which has kept the Department very busy, is well underway. The pre-project and works project phases were completed according to the planned implementation schedule. The temporary relocation project initiated in the last quarter of 2022 is progressing according to schedule.



Progress on the project to renovate the headquarters

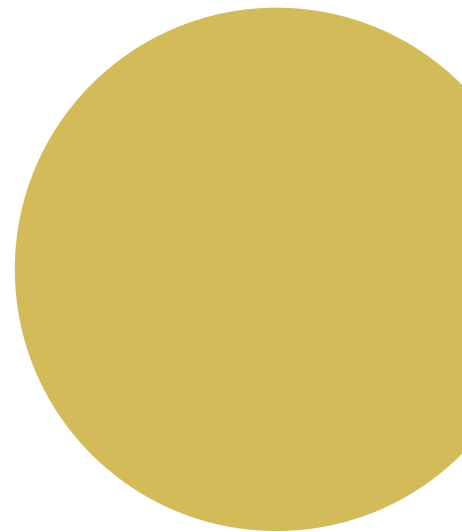
The project to renovate the headquarters made good progress in 2022. The contract with the project manager was signed in January 2022 as planned.

In June 2022, the objectives of the pre-project and works project phases were achieved with the finalisation of the construction and materials designs, the engineers' and specialists' designs and the plans. Similarly, the detailed timetable up to the handover and the estimated cost of the project were submitted to and approved by the Administrative Committee at its 136th session.

The Secretary General signed the documents constituting the planning permission application at the end of June 2022 and these were submitted to the relevant authorities on the same day. The relevant Bernese authorities approved the planning application in November 2022, two months ahead of the project schedule.

As a reminder, the Administrative Committee approved mixed financing for the renovation of the headquarters: 20% reserve fund and 80% loan from the Swiss Confederation.

The technical document for the loan application drafted jointly by the head of the Department of Administration and Finance and the project manager of the general planner was submitted to the Swiss Confederation's Federal Department of Foreign Affairs, together with the official loan application letter, on 2 September 2022.



Project for the temporary relocation of the OTIF Secretariat during the renovation work

The renovation work is planned to start in January 2024. However, the initial preparatory work, such as the remediation of the site or the protection of the works of art at OTIF's headquarters, will start towards September 2023.

During the work, the staff of OTIF will have to move to temporary rented offices. Consequently, the relocation is planned to take place in August 2023.

Starting in November 2022, the Department of Administration and Finance contacted several estate agents. The terms of reference for renting the premises were modified to take account of the teleworking policy. The amount of space in the offices to be rented has been revised downwards.

Following some visits, three premises were identified that met the Secretariat's requirements. The three options were presented to staff at a staff information session in December 2022.

The site chosen is at the following address:

Worbstrasse 201, 3073 Muri bei Bern.

The Secretary General informed the staff of the chosen site in December 2022.

FURTHER PREPARATIONS FOR THE ENTRY INTO FORCE OF THE LUXEMBOURG PROTOCOL

In 2021, the 10th session of the Preparatory Commission decided, by written procedure, to give a small group consisting of the co-chairmen of the Preparatory Commission, the Secretary General and the Deputy Secretary General of UNIDROIT, the Secretary General and the head of the Administration and Finance Department of OTIF and the Chairman of the Rail Working Group, a mandate to conduct negotiations with the Canadian undertaking ISC and SITA on the proposed change of control of the Registrar (Regulis).

Negotiations continued in 2022 and also led to an agreement on the amendments to the initial 2014 contracts, which had become necessary in order to take into account technological developments since 2014, in particular, as well as the Registry's changing role.

During the negotiations, the costs for OTIF to provide the secretariat of the Supervisory Authority of the International Registry were also revised upwards due to the changing economic conditions. As a reminder, in accordance with the decision of the 7th General Assembly, OTIF will assume this function when the Protocol enters into force. The Administrative Committee was informed of the outcome of the negotiations.

In November 2022, the 11th Preparatory Commission approved the draft transfer endorsement and the modifications to the contract for the establishment and operation of the International Registry of International Interests in Mobile Equipment (railway rolling stock).

As a reminder, the Luxembourg Protocol will enter into force in the signatory states when the following two conditions have been met:

- The fourth instrument of a state's ratification, acceptance, approval or accession must be deposited. The Rail Protocol has been ratified by Luxembourg, Gabon and Sweden, and the European Union acceded to it in 2009. The Protocol has been signed by Italy, Switzerland, Germany, France, Mozambique, the UK and more recently by Spain and South Africa in 2021.
- The Secretariat (OTIF) has to deposit a certificate with the depositary (UNIDROIT) confirming that the International Registry is fully operational.

The provision of high-quality language services

Joana MEENKEN
Head of Translation Department

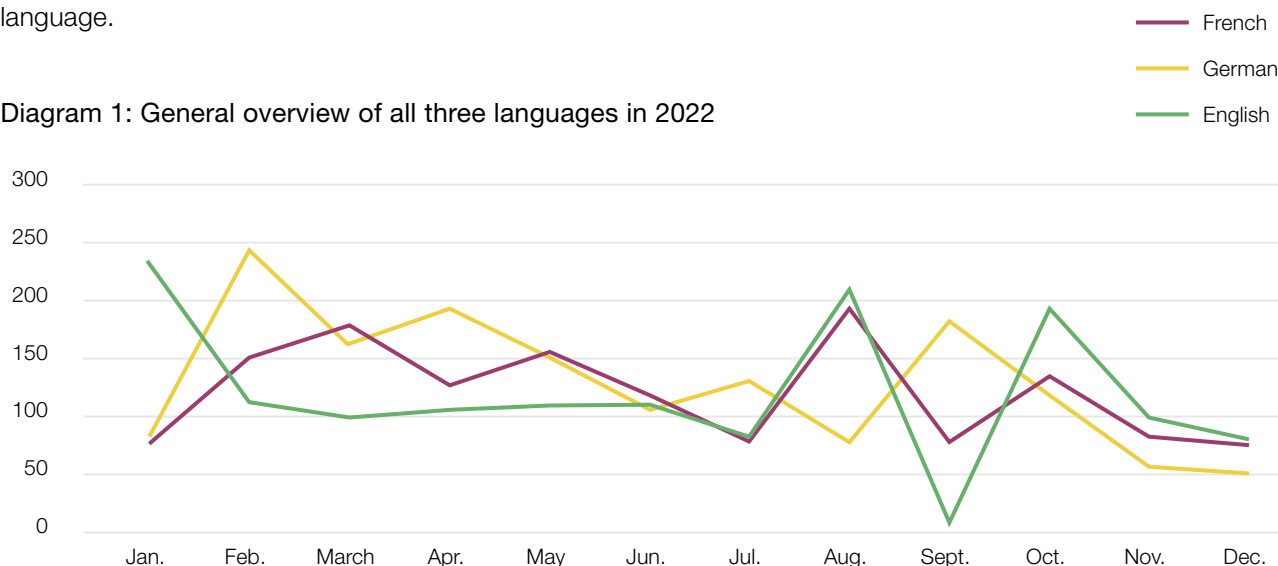
DELIVER GOOD QUALITY TRANSLATIONS ON TIME

In some ways, 2022 could be described as a “normal” year for the Translation Department, with no particular special events. The tried and tested ways of working, both in terms of external cooperation and the hybrid form of interpretation, were continued. Progress was also made in the areas of “terminology” and “editorial rules”.

Diagrammatic representation of workload

The development and distribution of page numbers¹ in comparison to the previous year is probably easiest to show in graphs or in specific figures. To this end, there is first a general overview of all three languages, followed by a separate presentation of the translated and proofread pages per language.

Diagram 1: General overview of all three languages in 2022



Source: own illustration. The number of pages spread over the year is shown here as well as in the following graphs.

¹ As usual, standardised pages of 330 words were used for the calculation. In other organisations, this number varies between 250 and 350 words per standard page.

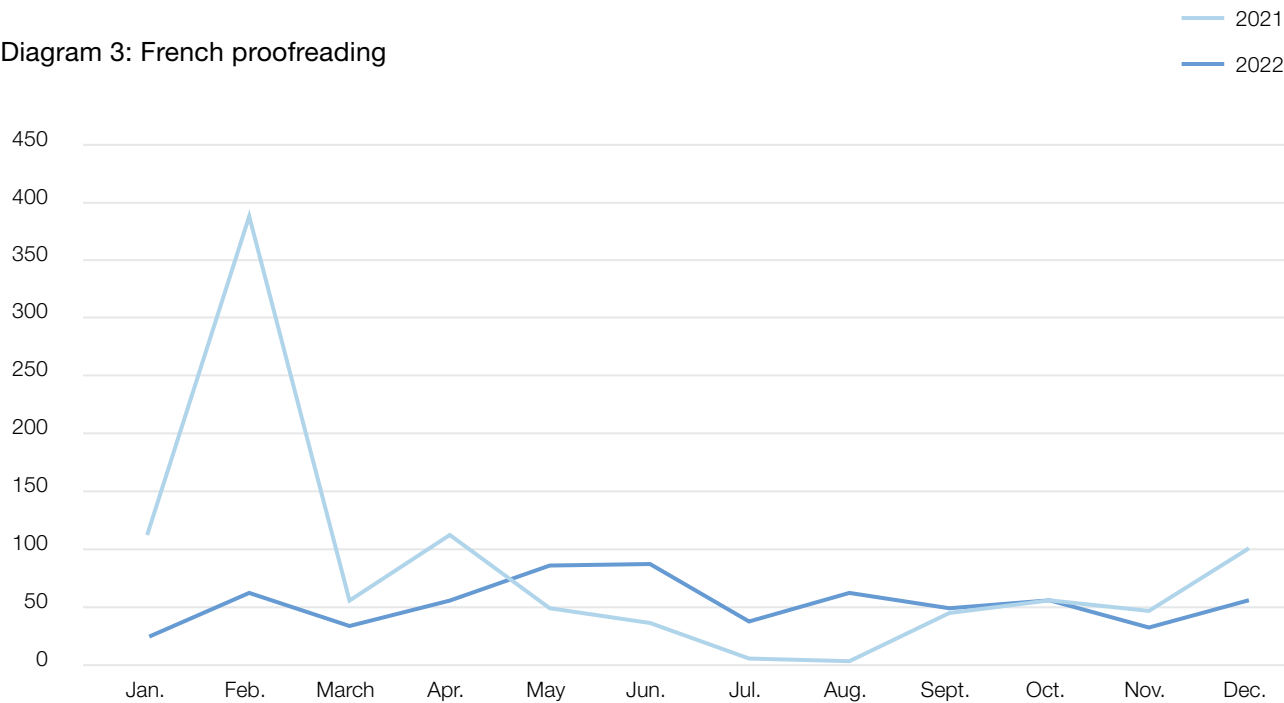
Overall, the picture here - albeit less pronounced - is a similar one to the previous year; the graph shows that for French and German in particular, there is a particularly high workload at the beginning of the year.

Diagram 2: French translation



While the curves between January and February, May and July and November and December run in opposite directions, between February and May and July and November they run predominantly parallel to each other. The reason for the former phenomenon at the beginning of the year is that there was less translation work for the first part of the documents for the Committee of Technical Experts (CTE) in January and February. The peak in March was due to the preparation of the ad hoc Committee on Legal Affairs and International Cooperation (JUR) and the second part of the CTE documents. The peak in August was largely due to the 3rd session of the JUR Committee

Diagram 3: French proofreading

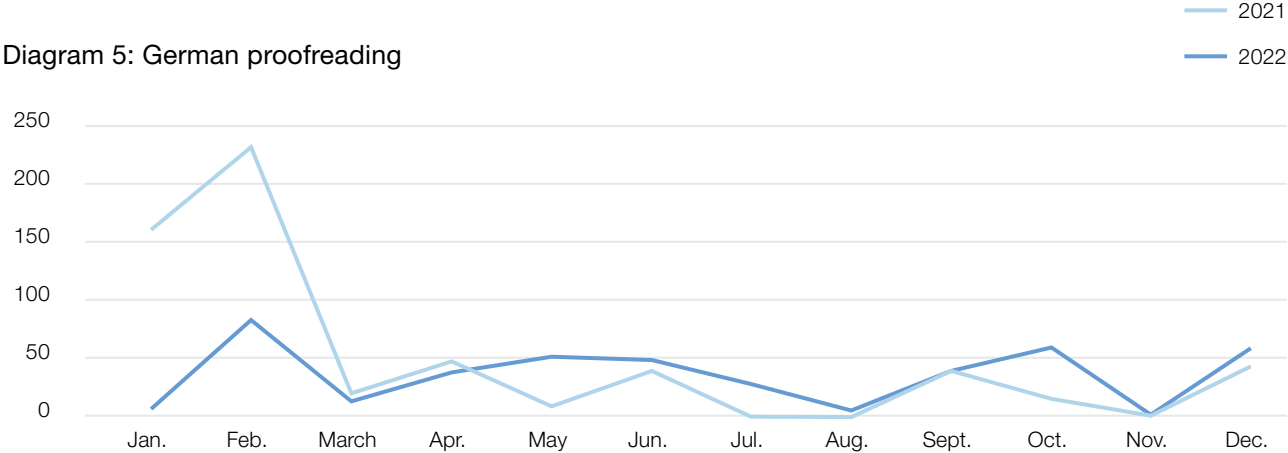


With regard to proofreading, the significantly lower workload for the first part of the CTE documents compared to the previous year can be seen even more clearly.

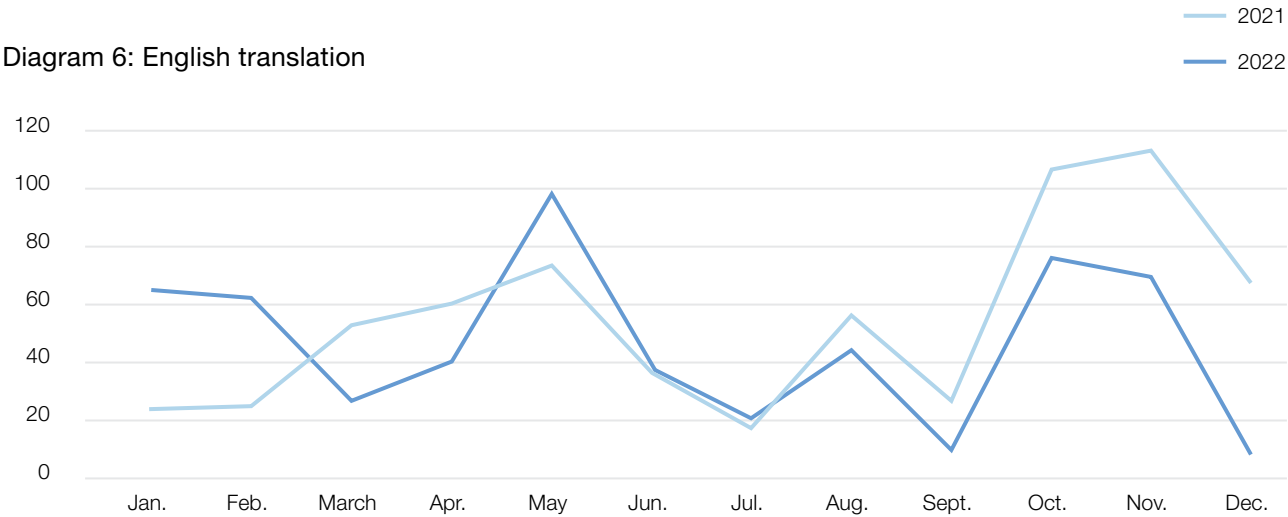
Diagram 4: German translation

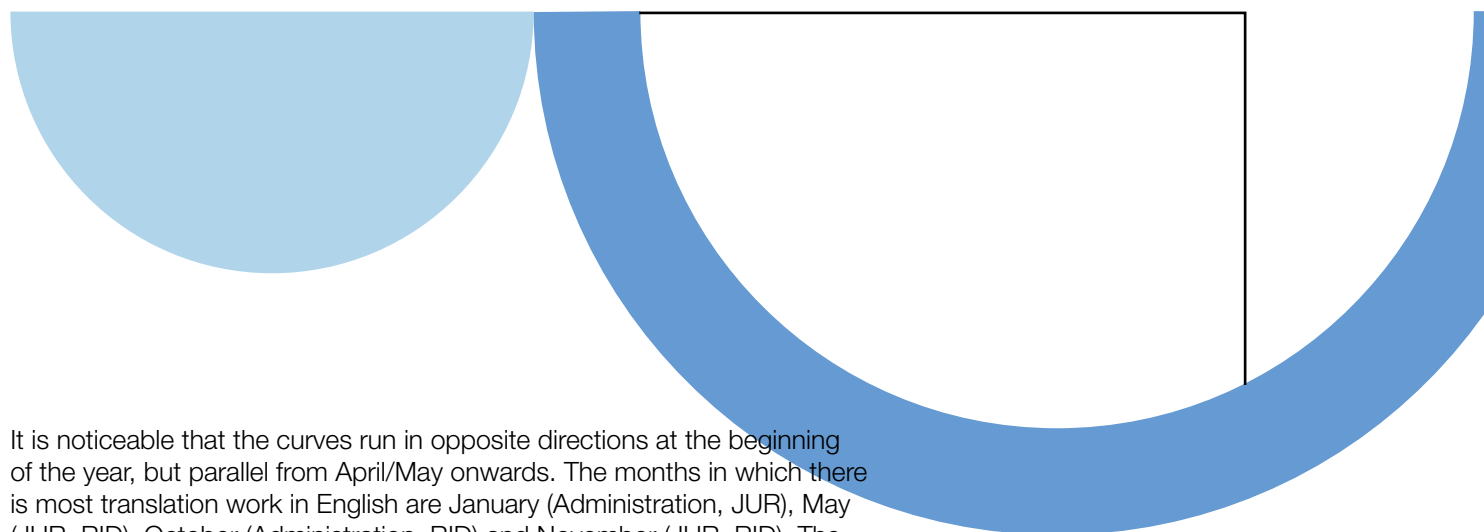


With the exception of December, the curves are slightly offset and mostly parallel, with varying degrees of deflection. As in French, the lower workload for the first part of the CTE documents is evident at the beginning of the year. The busiest months are February (JUR, Administration, CTE), March (CTE, JUR), April (CTE, RID – Joint Meeting, Administration) and September (JUR). Overall, as in the previous year, it can be seen that the workload is significantly higher in the first half of the year than in the second.



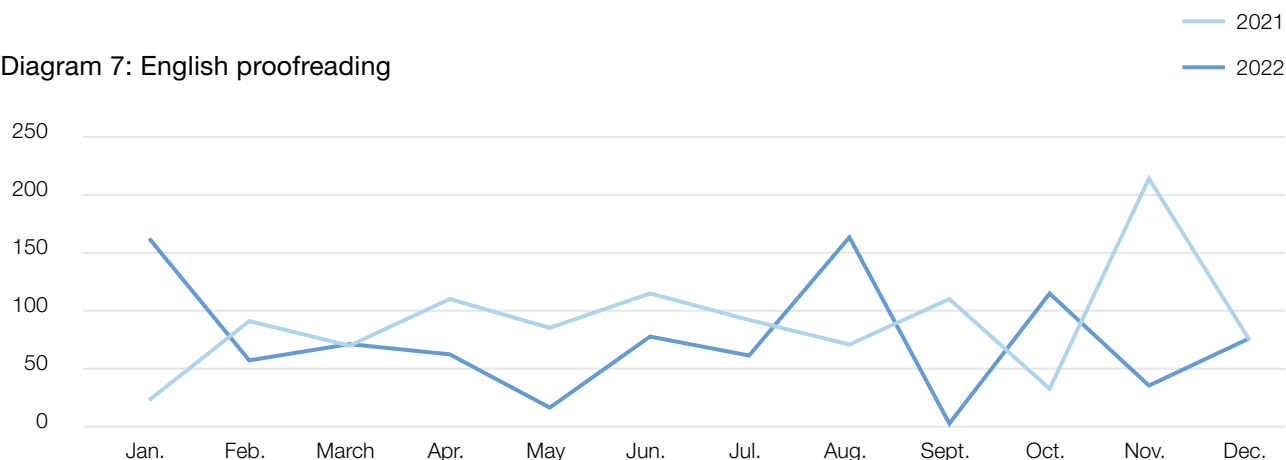
In addition to the peak at the beginning of the year, for which the explanation is given in diagrams 2 and 3, it is noticeable that in German, the proofreading workload was distributed relatively evenly over the year, with few upward or downward swings, whereas, as in the previous year, there was significantly more work in the area of translation.





It is noticeable that the curves run in opposite directions at the beginning of the year, but parallel from April/May onwards. The months in which there is most translation work in English are January (Administration, JUR), May (JUR, RID), October (Administration, RID) and November (JUR, RID). The slightly increased amount of translation work compared to the previous year is due to the fact that in 2022, more was written in French in the Legal Department and more in German in the Administration and Finance Department.

Diagram 7: English proofreading



Unlike the other two languages, the highest workload in English occurs at the end of the year rather than at the beginning. This is because in order to prepare various meetings, a number of texts drafted in English have to be proofread in November/December before they can be translated in January/February.

The curve is still largely parallel, even though it has partially shifted and has varying degrees of deflection. In addition, the beginning and end of the year can be amalgamated, i.e. subsequent developments can be anticipated. The peaks (2022) in January, August and October are all due to work requests from the Legal, Technical and Administration Departments (August).

Workload represented in figures

Following this pictorial representation, a comparison of the page numbers between 2020, 2021 and 2022, expressed in figures, is given below.

	FRENCH			GERMAN			ENGLISH		
	Translation	Proofreading	Total	Translation	Proofreading	Total	Translation	Proofreading	Total
2020	549	575	1124	898	347	1245	469	824	1293
2021	898	1004	1902	1351	557	1908	722	1096	1818
2022	844	620	1464	1193	443	1636	560	889	1449

As a result of the only slightly lower workload in German and French, which was not evenly distributed throughout the year, the cooperation with external translators was continued so that they could continue to relieve the Translation Department appreciably during peak times. A total of 244 pages² were outsourced for German (previous year 173) and 122 pages for French (previous year 98).

Experience with the responsiveness and quality of outsourced translations continued to be positive in 2022. As a result in particular of the flexibility offered by this solution, and as a result of an analysis of the outsourcing spread over the year and the costs it entails, it was decided to keep this solution for the time being.

Percentage distribution based on the area of activity

In addition to the total number of pages, the distribution between OTIF's individual areas of activity might also be of interest. The following picture emerges:

	FRENCH				GERMAN				ENGLISH			
	Translation		Proofreading		Translation		Proofreading		Translation		Proofreading	
	2021	2022	2021	2022	2021	2022	2021	2022	2021	2022	2021	2022
ADMINISTRATION	13.8%	20.3%	24.1%	13.9%	13.1%	21.7%	3.4%	12.5%	45.7%	22.2%	17.6%	11.7%
COMMUNICATION	11.4%	1%	15.6%	37.4%	6.5%	4.3%	29.2%	42%	5.6%	8.7%	6.6%	1.5%
LAW	32.4%	31.4%	13.4%	18.6%	34.8%	33%	1.9%	8.7%	24.5%	40.5%	49.8%	41.8%
RID	4.3%	14.1%	0.1%	3.2%	15.1%	10.8	0%	0%	20.1%	27.8%	12.3%	2.7%
TECHNOLOGY	37.3%	23.9%	46.8%	16.3%	25%	23%	65.4%	20.8%	0%	0%	10.4%	41.5%
OTHER	0.8%	9.3%	0%	3.5%	5.5%	7.2%	0%	15.8%	4.1%	0.8%	3.2%	0.8%

The above table makes clear that for the various languages, there are very different requirements, depending on the department/area of work, in terms of translation and proofreading. In part, the figures are comparable to those of the previous year, but to some extent there are significant differences.

² German translations prepared by the Dangerous Goods Department are not included.

With regard to *French*, it is noticeable that for translation in 2022, as in the previous year, the highest workload was in the areas of “law” and “technology”. There was an increase in the “administration” area because, on the one hand, a long document from FIPOI on the renovation project had to be translated into French and, on the other, the Administration and Finance Department prepared more documents in English in 2022. Parallel to this was the lower amount of proofreading, as well as the notable reduction in the “administration” area in English. The change in the amount of proofreading between “communication” and “technology” was due to the lower volume in the area of “technology”, which has already been mentioned several times.

The *translation figures in German* are largely stable. In the “dangerous goods” area, the Department itself also translated a large proportion of the documents into German in 2022, as all German-language documents for the Joint Meeting have to be prepared by OTIF, while the translations into English and French, with the exception of the German-language originals, are prepared by the United Nations. As usual, in German only official publications are systematically proofread, which results in the highest amount of proofreading (42%) being in the area of “communication”.

When looking at the *figures for English*, it is noticeable that in 2022, “law” was responsible for the largest workload in all respects. The halving of the (translation) volume for “administration” has already been explained above by the parallel increase in the numbers in French. An interesting point worth noting is that there is no translation into English in the area of “technology”, which is because all three members of the Technical Interoperability Department draft their documents in English. The 30% increase in the “technology” proofreading was due to the fact that the majority of the CTE documents were proofread in January 2022; for the previous year, this had already taken place in December 2020.

TERMINOLOGY DATABASE AND EDITORIAL RULES

For 2022, the following positive developments can be reported with regard to “terminology”

- OTIF’s terminologist attended a terminology seminar in Padua lasting several days, entitled “Multilingual digital terminology today. Design, representation formats and management systems”;
- All the terms defined in RID Chapter 1.2 were integrated into OTIF’s terminology database (FR, EN, DE, RU), including the new definitions in the 2021 and 2023 editions of RID;

- Arabic was added to the basic structure of the database (in view of the possible translation of RID into Arabic), including some initial Arabic terms;
- The first cross-references between term entries were introduced.

With regard to the second major project decided upon in 2019, OTIF's internal editorial rules (see the work programme for 2020-2021 approved by the Administrative Committee in December 2019), research and drafting of the chapter on gender-neutral language began in accordance with the decision taken at the 2nd session of the ad hoc Committee on Legal Affairs and International Cooperation³.

INTERPRETATION

In contrast to the two previous years, when there were still only video-conferences, in 2022 all of OTIF's multilingual meetings were held in a hybrid format. This also applied to interpretation, which was done partly at the venue and partly remotely by means of remote interpreting. The two video-conferencing platforms Zoom and Interprefy were used. From the interpreting team's point of view, Interprefy had proved to be the best tool in 2021 – especially for pure video-conferences – due to the “virtual booth”, although this costly solution was no longer absolutely necessary in 2022 when the interpreters were predominantly present in the meeting room. The fact that in 2022 more delegates participated in the meetings in person had a positive effect on the sound quality, as even after several years of experience, it appears that sound and connection problems with video-conferences are apparently impossible to eradicate.

The following table contains a comparison of the number of conference days in OTIF's three working languages of OTIF since 2019:

	2019	2020	2021	2022
ENGLISH	22	15	19	20
GERMAN	16	11	19	19
FRENCH	16	11	19	19

The table paints a positive and almost unchanged picture compared to the previous year. In 2022, all scheduled meetings again took place. The difference of one conference day between the English and the French and German booths is due to the fact that the Joint Coordination Group of Experts (JCGE) meetings are only interpreted into English.

³ See document “OTIF-22001-JUR 2 Décisions 07.04.2022/Beschlüsse 07.04.2022/Decisions 07.04.2022”.



Increase awareness of OTIF

Sarah PUJOL
Communication Officer

2022 was the start of the two-year cycle of the new 2022-2023 work programme and the Communication Department's objectives were to maintain the rhythm of OTIF's publications and to continue to revitalise its digital tools.

The Communication Department is a "support" department for the operational departments of OTIF. Among other things, it is responsible for various tasks in connection with organising events, coordinating editorial projects and publishing documents on OTIF's website on behalf of the other departments.

Lastly, the Communication Department responds to external requests concerning the Organisation's archives.

OTIF'S PUBLICATIONS

The Bulletin of International Carriage by Rail

The Bulletin is a publication provided for in Article 23 of the Convention concerning International Carriage by Rail (COTIF). It reports on the activities of OTIF's bodies and the Secretariat. It contains information relevant to the application of COTIF, such as the latest amendments. It also contains articles on leading railway law issues of the day. The Bulletin is also published on OTIF's website.

2022 was the 130th year of publication of the Bulletin, the first edition of which appeared on 1 January 1893. For this occasion, a logo was created and inserted on the front cover of the Bulletin.



June 2022



September 2022



December 2022

2022: THE 130th YEAR OF PUBLICATION OF THE BULLETIN OF INTERNATIONAL CARRIAGE BY RAIL

- **JANUARY 1893:** First edition of the Bulletin of International Carriage by Rail in French and German. From 1893, the Bulletin is published monthly. It contains information that is of interest to international freight transport actors.
- **1923:** The publication frequency and content of the Bulletin are more precisely and officially defined. The Bulletin is published monthly in two languages. When the CIM and CIV Conventions come into force, the Bulletin contains information necessary for the application of the two international Conventions (carriage of goods, carriage of passengers and luggage).
- **1977:** The Bulletin is published and distributed every two months.
- **1980:** The publication frequency of the Bulletin is no longer officially defined. The Bulletin is still published regularly but at freely chosen intervals. The Bulletin is alternately bi-monthly and quarterly, depending on the needs of the Organisation and the latest developments in OTIF law.
- **2000 ONWARDS:** Photos entered the Bulletin in tandem with the digital revolution - digital cameras and the appearance of the first camera phone - which made it easier to print photos.
- **2002:** The Bulletin is now published in three languages: French, German and English, English having become a working language with COTIF 1999.
- **2012:** The Bulletin is only published in a digital format. From 2012 onwards, the Bulletin is no longer published on paper. It becomes an electronic publication available free of charge on OTIF's website.
- **2016:** The Bulletins prior to 2012 are gradually put online and made available on OTIF's website.



Press releases

Press releases reflect the statements and activity that the Organisation wishes to make public.

In 2022, 21 press releases were published.

21 MARCH 2022 [Joint statement by the Secretary General of OTIF and the Chairman of the OSJD Committee](#)

28 APRIL 2022 [Technical interoperability, a goal shared with the EU – the ERTMS 2022 Conference](#)

3 MAY 2022 [On the occasion of the Rail Working Group's Annual General Assembly](#)

12 MAY 2022 [Dangerous goods: last lap towards RID 2023](#)

17 MAY 2022 [Electronic rail transport documents and negotiable rail transport documents: the CIM Uniform Rules in question](#)

19 MAY 2022 [Middle East Rail 2022](#)

7 JUNE 2022 [14th Session of the Committee of Technical Experts](#)

9 JUNE 2022 [Berne Days \(Berner Tage\) 2022](#)

20 JUNE 2022 [Withdrawal of Estonia's reservations](#)

30 JUNE 2022 [Amendment of RID](#)

21 JULY 2022 [Official visit to Azerbaijan](#)

25 JULY 2022 [Become a "registered stakeholder" in the ad hoc Committee on Legal Affairs and International Cooperation](#)

22 AUGUST 2022 [136th Session of OTIF's Administrative Committee](#)

29 AUGUST 2022 [Joint Coordinating Group of Experts: fifth meeting](#)

21 SEPTEMBER 2022 [Ad hoc Committee on Legal Affairs and International Cooperation: 3rd session in London](#)

18 OCTOBER 2022 [New Permanent Representative of Belgium](#)

9 NOVEMBER 2022 [Publication of RID 2023](#)

15 NOVEMBER 2022 [EUMedRail Final Conference](#)

18 NOVEMBER 2022 [Congratulations](#)

24 NOVEMBER 2022 [OTIF and the UNESCAP Committee on Transport](#)

1 DECEMBER 2022 [Luxembourg Rail Protocol: Preparatory Commission](#)

Journalists from the specialist and general press are regularly informed of OTIF's activities via press releases. In 2022, the two pieces of information that most caught their attention and which were relayed were:

- the joint OTIF-OSJD declaration,
- the withdrawal of Estonia's reservations.

Annual report and work programme

The Communication Department designs the layout of the OTIF Secretariat's annual report and work programme. It also coordinates their publication.

The 2021 Annual Report, which was validated and published in 2022, corresponded to the 2020-2021 Work Programme.



The graphic design of the work programme has been adapted for the 2022-2023 period. This work programme was approved and published in 2022.

Videos

A “best wishes” video was posted at the end of 2022 (<https://vimeo.com/780292258>). For budgetary reasons, the Secretariat limited itself to producing this one video.

DIGITAL TOOLS

Social networks

The Organisation is present on Flickr, LinkedIn and Twitter.

On Flickr, the Department regularly publishes new photos illustrating OTIF's activities.

LinkedIn is the social network where OTIF has the most subscribers. In 2022, the Organisation gained 252 new subscribers compared to 180 new subscribers in 2021 and 129 in 2020.

The rate of involvement is the number of user interactions ("likes", comments, shares) divided by the scope of the posts (the number of views). The level of involvement is a performance indicator and is one of the statistics that should be studied regularly to find out whether the digital communication strategy is effective. On LinkedIn this level is 9% on average; in 2021 it was 6.8% and in 2020, 5.6%. With more than 5%, in general, the level of involvement is considered good: this means that the community is active and contributes to the awareness of OTIF.

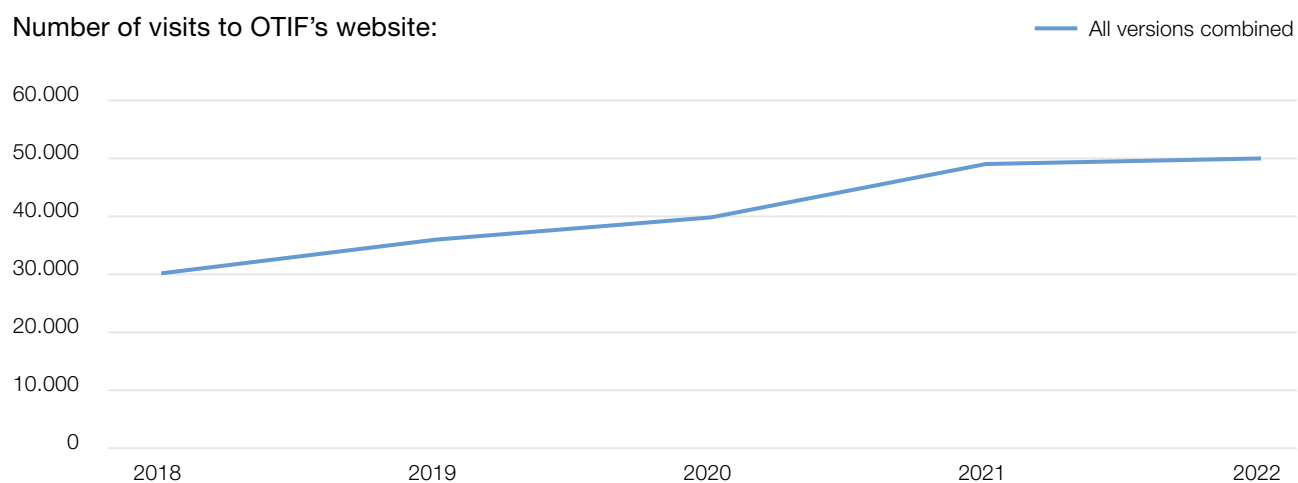
In 2022, the number of publications on LinkedIn almost doubled. The more active we are, the more active the community of subscribers is.

Websites

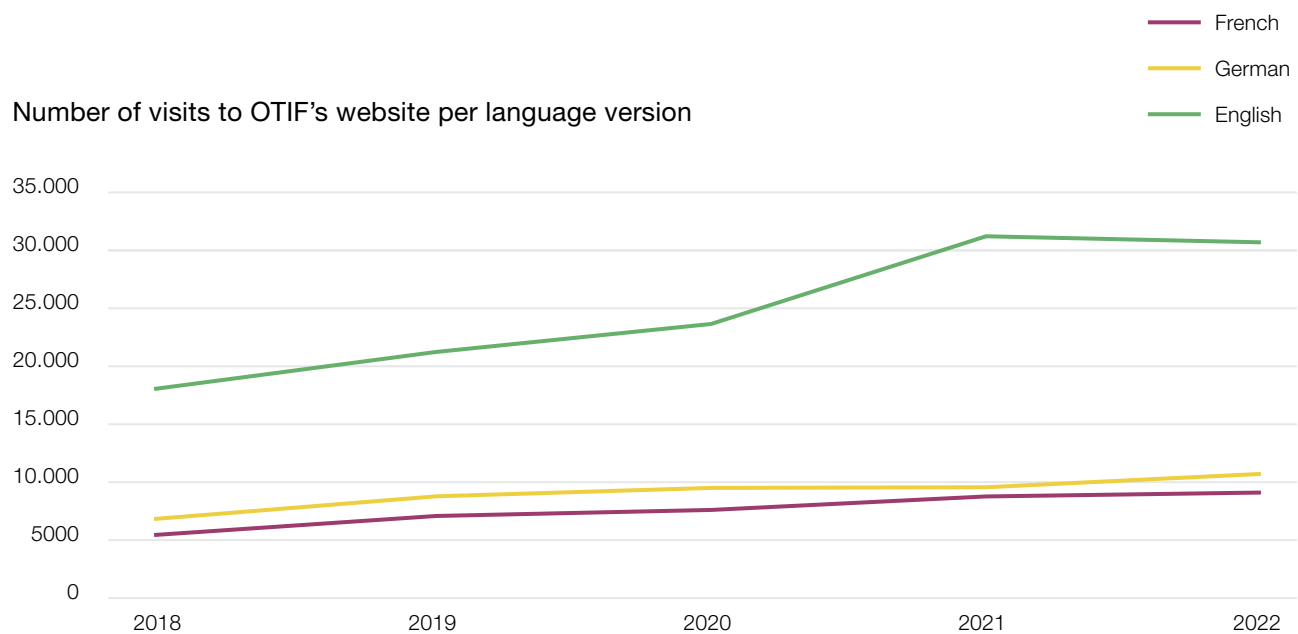
Technically, there are three OTIF websites. Three independent sites to minimise the risk of unavailability: even if one of the sites goes down, the other two are still online and accessible.

In this 2022 Annual Report, as in previous and subsequent reports, we simply refer to "the website" in order to simplify understanding, without lessening the quantity and quality of the work carried out. It is therefore important to make clear that specifically, the Communication Department, with the support of the webmaster technician and the Translation Department, maintains and works on the website in a threefold manner. In 2022, the website was visited more than 50,000 times. Compared with 2021, there has been a considerable increase in the number of visitors.

Number of visits to OTIF's website:



Number of visits to OTIF's website per language version



The pages visited most frequently by language:

FRENCH	GERMAN	ENGLISH
Homepage	Homepage	Homepage
RID 2023	RID 2023	RID 2023
COTIF 1999	Dangerous goods	COTIF 1999
News/press releases 2022	Latest documents	Convention (description of COTIF)
Latest documents	COTIF 1999	Members
OTIF	News/press releases 2022	Dangerous goods
Job opportunities	2022 working documents RID/ADR/ADN Joint Meeting	OTIF
Dangerous goods	Notifications from the Member States (RID 2023)	News/press releases 2022
Members	RID/ADR/ADN Joint Meeting	Prescriptions and Other Rules (Technical interoperability)
Notifications from the Member States (RID 2023)	OTIF	Job opportunities

The website is updated very regularly and quickly, depending on the technical requirements, topicality and activity of the Organisation's operational departments. In 2022, OTIF's Communication Department carried out more than 850 updates and document uploads.

In the last quarter of 2022, the Communication Department carried out a survey of website users to gauge their satisfaction and better understand their expectations. The results are generally positive and provide ideas for improvement.

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