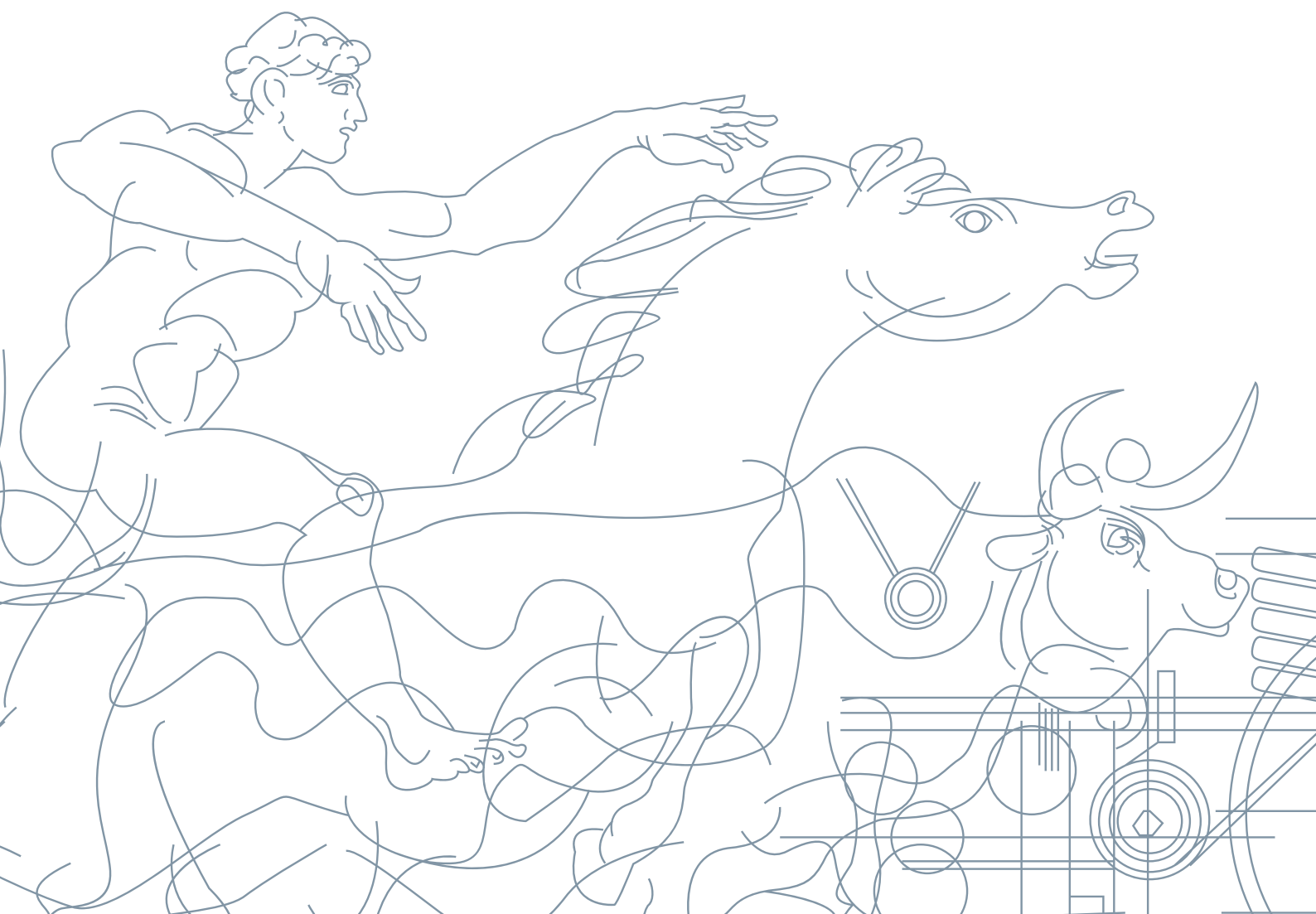




2014

ANNUAL REPORT





ORGANISATION INTERGOUVERNEMENTALE POUR LES TRANSPORTS
INTERNATIONAUX FERROVIAIRES

ZWISCHENSTAATLICHE ORGANISATION FÜR DEN INTERNATIONALEN
EISENBAHNVERKEHR

INTERGOVERNMENTAL ORGANISATION FOR INTERNATIONAL CARRIAGE BY RAIL

INTRODUCTION



François Davenne

This Annual Report formally inaugurates the reporting and assessment of the 2014 – 2015 work programme. The 2013 Annual Report had already established a link to the Organisation's strategic priorities adopted a few months earlier at the 121st session of the Administrative Committee in November 2013. In 2014, the work of the OTIF Secretariat's teams intensified and our partnerships developed strongly, as reflected in this report.

2014 saw the meeting of the Revision Committee in June and the launch of new projects involving the Committee of Technical Experts and the RID Committee of Experts. The added value of our work for the sector is becoming increasingly recognised, as shown by renewed contact with important States, such as Iran, the presence in our technical groups of European manufacturers represented by UNIFE, or the interest the Gulf Cooperation Council has shown in COTIF.

I should like to emphasise the development of the sharing of knowledge within the Organisation, which has resulted from everybody's efforts, particularly those of the experts. Beyond the acknowledged competence of OTIF, which deploys simple and effective tools to facilitate rail transport, our added value also depends on our ability to exchange ideas and develop a multidisciplinary approach in an area which is sometimes very cloistered.

I should like to commend everybody's involvement, without which it would not have been possible to implement this priority in 2014.

Nevertheless, it will still be necessary to broaden awareness of the Organisation beyond the limited circle of transport specialists and to ensure that OTIF is recognised as the designer of the tools that are widely used today, such as the universal contract of use, the consignment note, the Regulation concerning the International Carriage of RID by Rail (RID), etc.

2014 was also characterised by the consolidation of the new organisation and the gradual implementation of management tools, particularly modern staff appraisal tools.

This strategy to affirm OTIF in its role is thus broken down into 15 main objectives, which will punctuate this report on the basis of OTIF's *raison d'être*, as defined in 2014:

Unified railway law to connect Europe, Asia and Africa.

You will also note that these priorities have developed in the margins, so as to take account of the elements provided by the management seminar organised in Berne in April 2014.

François Davenne
OTIF Secretary General

ADN

European Agreement concerning the International Carriage of RID by Inland Waterways

ADR

European Agreement concerning the International Carriage of RID by Road

AIEP/IVA

International Association of Private-Sidings Users

APTU

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

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

CER

Community of European Railways and Infrastructure Companies

CIM

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

CIT

International Rail Transport Committee

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

COTIF
Convention concerning International Carriage by Rail

CSM
Common safety method

CTE
Committee of Technical Experts

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

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

DG MOVE
Directorate General for Mobility and Transport/European Commission

ECM
Entity in charge of maintenance

ECO
Economic Cooperation Organization

ERA
European Railway Agency

ESCAP
United Nations Economic and Social Commission for Asia and the Pacific

EU
European Union

GCC
Gulf Cooperation Council

IM
Infrastructure manager

MoU
Memorandum of Understanding

NVR
National Vehicle Register

OSJD
Organisation for Co-operation between Railways

OTIF
Intergovernmental Organisation for International Carriage by Rail

PRR
(Rail-PRR) Regulation (EC) No 1371/2007 of the European Parliament and of the Council of 23 October 2007 on rail passengers' rights and obligations

RAI
Railways of the Islamic Republic of Iran

RIC
Agreement governing the exchange and use of coaches in international traffic

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

RU
Railway undertaking

SMGS
Agreement concerning International Freight Traffic by Rail (OSJD)

TAF TSI
Technical Specification for Interoperability relating to the telematic applications for freight

TSI
Technical Specification for Interoperability

OPE TSI
Technical Specification for Interoperability - Operation and traffic management

UIC
International Union of Railways

UIP
International Union of Private Wagons

UNECE
United Nations Economic Commission for Europe

UNIDROIT
International Institute for the Unification of Private Law

UNIFE
Association of the European Railway Industry

UR
Uniform Rules

UTP GEN-A
Uniform Technical Prescription - General Provisions - Essential Requirements

UTP GEN-C
Uniform Technical Prescription-General Provisions-Technical File

UTP LOC&PAS
Uniform Technical Prescription - Locomotives and Passenger Rolling Stock

UTP PRM
Uniform Technical Prescription for persons with disabilities and persons with reduced mobility

UTP WAG
Uniform Technical Prescription- Freight Wagons

VKM
Vehicle Keeper Marking

WG TECH
Committee of Technical Experts Working Group

STRATEGIC OBJECTIVES

THE DEVELOPMENT OF OTIF'S LEGISLATION

1. Develop a working relationship with the European Commission and ERA, on the one hand, and OSJD on the other.
2. Intensify our exchanges with our Member States that are not members of the EU, in order to develop a knowledge base and actions for training.
3. Establish the participation of experts from our Member States in the working groups of our preferred partners (ERA and OSJD) on the basis of the definition of common positions.
4. Make a decisive contribution to the definition of unified freight law and the facilitation of international traffic.
5. Resolve issues of legal liability raised by recent developments in European legislation.
6. Improve the compatibility of the RID provisions with the technical approach of the TSI as regards issues of interoperability.
7. Develop technical regulations for the safe facilitation of interoperability.
8. Develop RID regulations to support innovations by industry.
9. Promote safety, particularly by the analysis of accidents.

EXTENDING THE SCOPE OF APPLICATION OF COTIF

10. Extend the application of COTIF 1999 to all the European Union countries and obtain the withdrawal of all the reservations concerning application.
11. Extend the application of COTIF in Europe, Asia and Africa.
12. Develop working relationships with the UN's Economic and Social Commission for Asia and the Pacific (ESCAP).

GIVE NEW IMPETUS TO THE MANAGEMENT OF OTIF

13. Carry out an audit and implement its recommendations.
14. Stabilise the Organisation's budget.
15. Increase the attractiveness and degree of awareness of OTIF.

SUMMARY

01	DEVELOPMENT OF OTIF	8
	Promotion of COTIF 1999	8
	Extend the geographical reach of OTIF	9
	Dissemination of information	10
02	IMPROVE THE REGULATION OF CONTRACTS OF CARRIAGE	11
	25 th Session of the Revision Committee: the legal aspects	11
	Consolidation of the Explanatory Report	13
	Develop unified Eurasian law	14
03	IMPROVE INTEROPERABILITY AND SAFETY	17
	Developments finalised in 2014	17
	New developments started in 2014	20
04	REGULATION OF THE TRANSPORT OF DANGEROUS GOODS	22
	Joint Meeting RID/ADR/ADN	22
	RID Committee of Experts	24
	RID Committee of Experts' working group on derailment detection	24
	RID Committee of Experts' standing working group	25
	Cooperation with UN bodies, UIC and ERA	27
05	OTIF'S PREFERRED PARTNERS	28
	The CIT, representative of the interests of railway undertakings	28
	The framework for working with the European Commission and ERA	28
	Harmonisation of RID (OTIF) and SMGS Annex 2 (OSJD)	29
	Harmonisation of the regulations concerning vehicles	30
	The Luxembourg Protocol: an international register of securities	31
06	NEW IMPETUS FOR THE MANAGEMENT OF OTIF	32
	Implementation of the audit carried out in 2013	32
	Stabilisation of the Organisation's budget	33
	Knowledge management	34
	New Staff Regulations	35
	Communication policy in 2014	36
	Implementation of internal control	37

1 DEVELOPMENT OF OTIF

Promotion of COTIF 1999

2014 saw some important progress thanks to the commitment of our Member States, who invested energy in the sometimes complex, but necessary procedures to ratify COTIF.

Italy was one such Member State. The texts necessary for ratification were very efficiently prepared. A bill was adopted on 20 October 2014 and published in the official bulletin at the end of 2014. The instrument of ratification will be deposited with the Depositary on 5 February 2015.

In Sweden, the national procedure necessary for the ratification of COTIF 1999 progressed in 2014 with a draft bill prepared by the Ministry of Justice.

In addition, the number of States that have made declarations of non-application and have not withdrawn them continues to decrease.

Spain and Norway withdrew all their declarations with immediate effect on 16 April 2014 and 18 June 2014 respectively. France also withdrew its declarations

concerning Appendices F and E with effect from 3 February and 4 March 2014 respectively. With regard to Appendix G, France withdrew its declaration on 11 November 2014 with effect from 1 July 2015, the date on which the new version of this Appendix entered into force, following the Revision Committee in June 2014.

The Czech Republic is preparing the withdrawal of the declaration it made in accordance with Article 42 § 1 of COTIF concerning Appendices E, F and G. The national procedure is underway. The draft bill has already passed the consultation stage with all the ministries concerned and the internal preparation stage so that it can be dealt with by the government. However, the bill still has to be adopted by parliament and signed by the President. The same applies to Slovakia.

UK is also working towards lifting its reservations and has been communicating with the European Commission in order to do this.

Objective no. 10

Extend the application of COTIF 1999 to all the European Union countries and obtain the withdrawal of all the reservations concerning application.



Extend the geographical reach of OTIF

Objective no. 11

Throughout 2014, OTIF and Azerbaijan were in frequent contact. Azerbaijan has begun to prepare its national procedures to accede to COTIF. The Ministry of Transport, the main authority interested in accession, with the help of the legal service, has already resolved several legal issues, particularly with regard to the scope of the accession, which is likely to concern Appendices A, B and C.

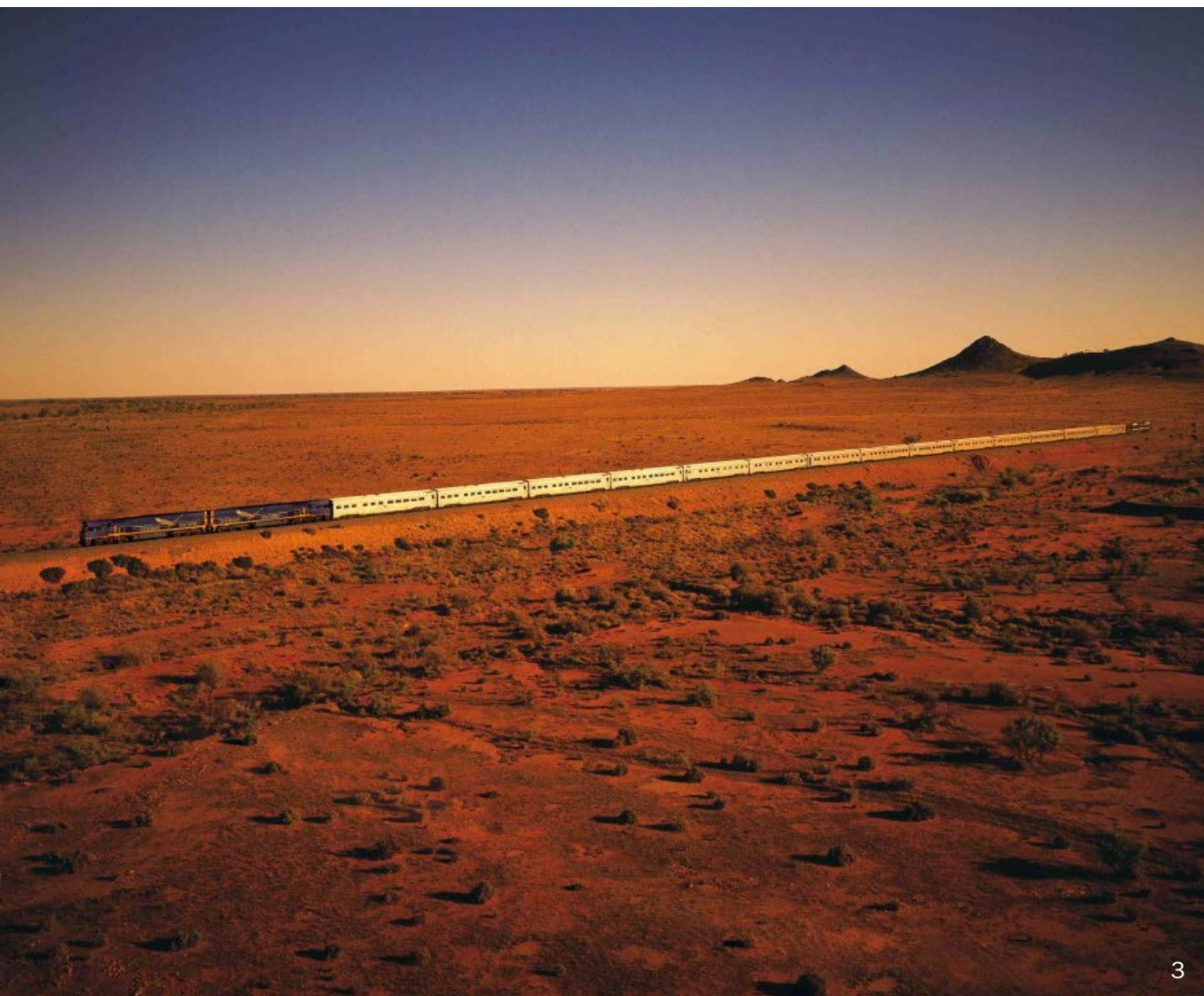
At the international conference held in Baku on 16 October 2014, OTIF again raised this matter, as Azerbaijan's accession to COTIF is a very important element of the "Baku-Tbilisi-Kars" project. This project was launched in 2007 following a trilateral agreement between the governments of Turkey, Georgia and Azerbaijan. The aim of the project is to build a new railway line to establish a direct link between Azerbaijan, Georgia and Turkey, but which would also be able to carry goods to Europe and the countries of central Asia via the Caspian Sea.

Relations between OTIF and the

Gulf Cooperation Council (GCC) are continuing to improve. This intergovernmental organisation brings together six States: Saudi Arabia, Bahrain, the United Arab Emirates, Kuwait, the Sultanate of Oman and Qatar. A memorandum of understanding (MoU), which the GCC/OTIF Steering Committee had approved in principle in the second half of 2013, was signed on 19 March 2014 by Mr Al-Shibli, the Assistant Secretary General of the GCC, and the Secretary General of OTIF. The MoU sets out a roadmap for the accession of the GCC states to COTIF. The COTIF Appendices the Gulf states might wish to apply still have to be decided and the procedures necessary to achieve accession will need to be speeded up.

In addition, OTIF and CIT joined forces to provide the GCC with a precise commentary on the guidelines for setting up the future network of its member countries. A seminar will be organised in 2015 with UIC and CIT to present the advantages of a serious accession strategy.

Extend the application of COTIF in Europe, Asia and Africa.



3

Dissemination of information

In 2014, communication between the Secretariat of OTIF and the non-EU Member States intensified. Contacts with the countries of the Economic Cooperation Organization (ECO) were renewed, such as Iran, Turkey, Pakistan and Afghanistan; there was also more contact with Morocco.

From 5 to 7 March 2014, on the occasion of the 50th anniversary of the Morocco Rail Service (ONCF), the Secretary General offered OTIF's expertise on matters of railway technology and interoperability and pointed out that the COTIF regulations would enable the development of "Euro-compatible" wagons for Morocco and, in due course, for North Africa more generally.

Against the same background of disseminating information and

promoting COTIF, some members of the OTIF Secretariat took part in and jointly organised a conference on 11 and 12 November in Tehran on the application of COTIF, together with UIC, ECO and the Railways of the Islamic Republic of Iran (RAI).

This conference provided the opportunity to remind participants of COTIF's role of legal and technical harmonisation, which can act as a bridge between the markets of the Middle East and Europe. In an area characterised by strong ambitions in terms of rail transport, as witnessed by the Marmaray Tunnel under the Bosphorus, the Islamic Republic of Iran is a key player in the ECO. Following the conference, the participating organisations signed a joint declaration which will enable OTIF's activities to be programmed.

Objective no. 2

Intensify our exchanges with our Member States that are not members of the EU, in order to develop a knowledge base and actions for training.

2 IMPROVE THE REGULATION OF CONTRACTS OF CARRIAGE

25th Session of the Revision Committee: the legal aspects

23 Member States of OTIF and the European Commission representing the European Union for the subjects within its competence took part in the 25th session of the Revision Committee (Berne, 25 and 26 June 2014) along with professional associations, such as CER, CIT, ATV, UIC, AIEP/IVA and UIP. This part details the legal issues dealt with at this session and details on the revision of the technical Appendices, which is very important for the Organisation, are given in part 3.

In terms of the working method, the Secretary General submitted to the Revision Committee the question of setting up working groups to deal with legal matters. This is because it is important to make the various Appendices to COTIF consistent with developments in EU law. In this respect, it may be opportune to allow working groups to be set up to deal with legal matters that can work in a less rigidly formal manner than those of the Revision Committee. In future, the Secretariat could set up working groups in which the rules it considers to be judicious and useful could be applied in order to ensure that the work is carried out efficiently, subject to the agreement of the members of the group.

Amendments to COTIF

In order to comply with recommendations the auditors made in 2012, the Secretariat proposed to amend Article 27 of COTIF so that this Article only retains the fundamental elements relating to the auditors' mandate and powers and to deal with the auditors' tasks in detail in the Organisation's Finance and Accounts Rules. This amendment was adopted.

The amendment to Article 25 is also worth noting. The Secretariat proposed to return to an annual cycle for presenting the budget, the accounts and the management report, which reflects current practice. The Revision Committee approved all the amendments and they will be submitted to the 12th General Assembly for adoption in September 2015.

CIM

Unfortunately, it was not possible to complete successfully the amendment of the Uniform Rules concerning the Contract of International Carriage of Goods by Rail (CIM), Appendix B to the Convention, with the aim of introducing a new Article 6a to give priority to the electronic consignment note, as the European Union was concerned that this provision, which it supported in substance, might be a source of conflict with the current provisions of the EU's Customs Code. The Customs Code is to be revised by 2017 to make more room for electronic transport documents.

The Revision Committee decided to defer all the proposals to amend the CIM and to set up a Revision Committee working group tasked with preparing proposals, together with the EU.

The first session of the CIM working group was held in Berne on 9 December 2014.



Carlos Del Olmo
Head of legal section

Objective no. 5

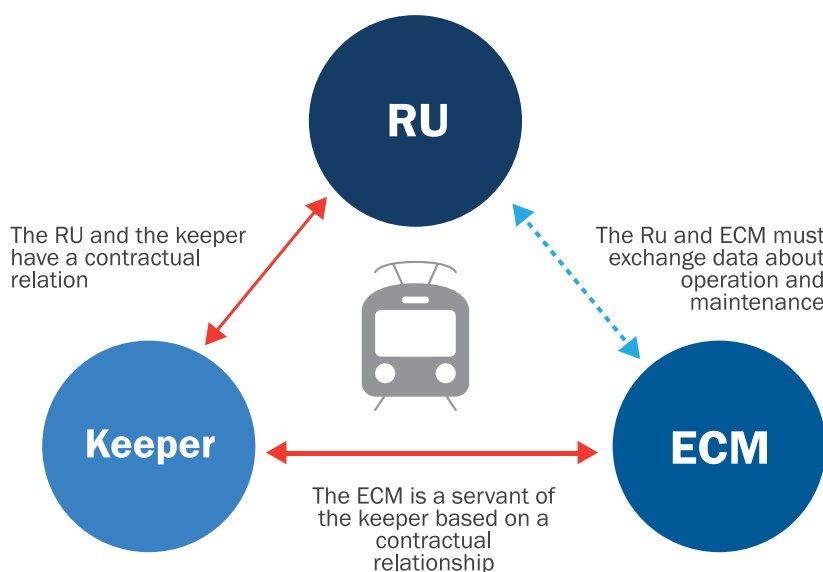
Resolve issues of legal liability opened up by recent developments in European legislation.

CUV

The Revision Committee adopted the amendment to Article 2 of the Uniform Rules concerning the Contract of Use of Vehicles in International Rail Traffic (CUV). This amendment includes in the legal text a new definition of “keeper” in order to align it as closely as possible with the definition in Directive 2008/110/EC, which has been taken over in the ATMF UR, bearing in mind the particular features of the CUV UR.

Similarly, the Revision Committee adopted an amendment to Article 9 of CUV to define the Entity in Charge of Maintenance (ECM) as a person whose services the keeper makes use of for the performance of the contract. This important amendment will be submitted to the 12th General Assembly for final adoption.

As shown in the diagram below, the particular feature in the use of wagons for the carriage of goods is that the keeper (who may be a rail transport undertaking or its subsidiary) entrusts a rail transport operation with the operation of his wagons. Therefore, the keeper's responsibilities in terms of maintenance must be particularly clear in OTIF law, as it is the keeper who must provide the direct link to the ECM, whether he decides to be an ECM himself or whether he chooses to sub-contract.



Keeper – ECM relationship will be formalised

The main input from the revision is to be found in a new paragraph 3 of Article 9, which will prescribe:

- in § 1, that the keeper assumes his obligations in respect of the maintenance of the wagon under the contract of use in international traffic by having recourse to an ECM, which is his servant in line with the model of § 2 of Article 9, which deals with the infrastructure manager;
- in § 2, that the contract of use organises the exchanges of information required by Article 15 § 3 of the ATMF UR and by Article 5 of Annex A to the ATMF UR. It is essential that the CUV UR can enable clear identification of the role and mutual obligations of the actors, either within the framework of bilateral contracts, or in the framework of multilateral contracts, such as the GCU (General Contract of Use of Wagons) for wagons.

CUI

The Revision Committee also supported setting up a Secretary General working group to propose amendments to the CUI UR together with the European Union and the International Rail Transport Committee (CIT). The scope of the CUI is not very clear and is interpreted differently, which hinders application and users' security, particularly the infrastructure managers.

The first meeting of the CUI working group was held in Berne on 10 December 2014. The meeting established a roadmap to adapt the scope of application of CUI so that it corresponds more closely to reality.



4

Consolidation of the Explanatory Report

Also at the 25th session of the Revision Committee, the Member States of OTIF supported the Secretary General's intention to improve the readability and consistency of the Explanatory Report by drafting a consolidated version on the basis of existing law, and more specifically:

- to update it, editorially review it and adapt the existing text to COTIF and its Appendices;
- to prepare an Explanatory Report including the explanatory documents already approved by the Revision Committee, in order to provide a consolidated text;
- to submit this revised Explanatory Report to the Revision Committee using the written procedure so that this document can be discussed at the 12th General Assembly.

The legal service was also actively involved in this important task to take account of developments in the legal framework since 1999 and up to the present. This work was mainly carried out in the third quarter of 2014.

Develop unified Eurasian law

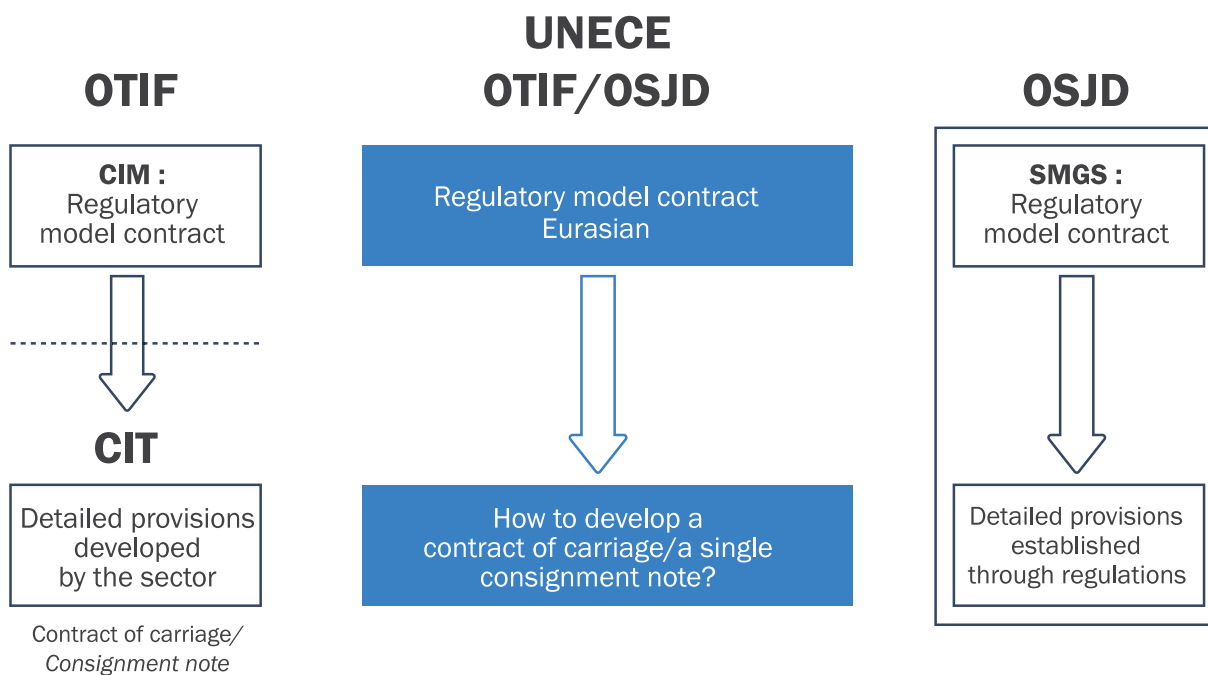
Objective no. 4

Contract of carriage of goods

The signature on 26 February 2013 by 37 UNECE countries of the joint declaration on the promotion of rail transport between Europe and Asia and of the activities carried out to this end breathed new life into the UNECE project on “Unified Euro-Asian Railway Law”. In accordance with this declaration and in order to facilitate the continuation of work relating to harmonisation of the carriage of freight by rail in Eurasia, in 2013 OTIF submitted its analysis and a proposal on the general legal framework to be put in place in this regard to the group of experts set up for this purpose by the UNECE under the chairmanship of the Russian Federation.

Rather than creating law overarching the two legal regimes of the CIM UR and SMGS, or creating autonomous law, the OTIF Secretariat advocated and defended the establishment of an interface regime between the CIM UR and SMGS, with a common consignment note and a common liability regime, which could either apply to certain high-performance corridors, or simply according to the wishes of the parties to the contract of carriage, when the goods consignments pass through the sphere of application of the CIM UR and SMGS.

Make a decisive contribution to the definition of unified freight law and the facilitation of international traffic.



This Group of Experts met four times in 2014. In order to aid the work of the Group of Experts, the Secretariat of OTIF sent it a proposal in January 2014 for uniform Eurasian rail freight transport law. It then made regular comments, both in writing and at the meetings, on the relevant legal provisions of this new legal instrument and on the definition of an appropriate management system for the new railway law regime.

The Group of Experts was unable to complete its task in 2014 and the UNECE Inland Transport Committee decided to extend the Group of Experts' mandate for another year. Work on the new legal instrument will therefore continue in 2015 and the Secretariat of OTIF will continue to contribute its expertise, in conjunction with the European Commission, CIT and UIC.



Passenger transport: coordination with the EU and OSJD

The role of OTIF's legal service in terms of issues concerning transport between the CIV area and the SMPS area, which is dealt with by OSJD, is to provide expert advice.

As the EU Member States also apply (EC) regulation No. 1371/2007 of the European Parliament and of the Council on the rights and obligations of rail passengers (PRR), alongside representatives of the European Commission (DG MOVE), the OTIF Secretariat contributed to an analysis undertaken by CIT of the provisions of CIV, PRR and SMPS. The result of this work was the publication in 2014 of a guide to the COTIF/CIV-PRR-SMPS liability regimes. OTIF ensured that the guide was made available in its three working languages, German, English and French. In addition to the printed version, the guide was also published on CIT's website. This electronic version is particularly useful because of its interactive map of east-west traffic routes. The map can also be consulted on OTIF's website. The guide is intended for anybody interested in east-west and west-east passenger trains, whether as passengers or carriers.

In addition, the CIV UR have been taken over by the European Union

into an annex to the PRR regulation. Talks were held twice in 2014 between OTIF and the European Commission (DG MOVE) to carry out a preliminary analysis of the legal nature of various provisions in the PRR and CIV.

It was concluded that in substance, no amendments to the provisions of the CIV UR were envisaged at this stage, as the regulations were satisfactory for the users. Revision of the CIV UR in coordination with the development of the PRR could take place in 2015 or later to enable the separate revision of the two sets of regulations. The PRR contains provisions of a dual nature: on the one hand, provisions of a public nature and on the other, provisions of private (civil) law with regard to the contract of carriage of passengers. The provisions of the PRR concerning the contractual aspect go further than the CIV UR. For this reason, in 2013 the Secretary General initiated a discussion with DG MOVE on allocating roles between the two legal systems in the two sets of regulations. A clear structure would certainly help application and development of the two sets of regulations.

Objective no. 1

Develop a working relationship with the European Commission and ERA, on the one hand, and OSJD on the other.



Rail facilitation: the preliminary findings of the study

In the last three quarters of 2014, the Secretariat of OTIF, with the help of a young expert, carried out a study on rail facilitation based on an analysis of two rail freight corridors between Europe and Asia: the first through Russia and China and the second through OTIF Member States such as Turkey, Iran and Pakistan.

The aim of this study is to identify the obstacles to rail traffic in these two corridors and to propose solutions to enable the Member States of OTIF to adopt measures to eliminate the barriers in their international traffic. The study responds to the question of whether OTIF's Rail Facilitation Committee should be reactivated or whether it is only necessary to intensify work on the existing Appendices.

The conclusions, recommendations and result of this extensive study were presented at the end of the first quarter of 2015 and will be published later.

Objective no. 2

Intensify our exchanges with our Member States that are not members of the EU, in order to develop a knowledge base and actions for training.

3 IMPROVE INTEROPERABILITY AND SAFETY

In 2014 there were several major milestones for the technical section. The most notable of these was the full revision of ATMF, which was prepared by an ad-hoc subgroup and was adopted by the 25th Revision Committee. The revised ATMF will in future allow the Committee of Technical Experts (CTE) to develop the additional technical regulations that will be necessary for interoperability in international rail traffic, in particular in the areas of safety and operation. Another important milestone was the adoption of a package of new UTPs relating to locomotives and passenger rolling stock. These rules, in addition to those already in place for freight wagons, complete the specifications for (almost) all types of rolling stock.

The technical section continued to cooperate closely with the European Railway Agency and the European Commission. Tangible results of this cooperation are the joint registers for VKM and ECM, which, in accordance with the decision of the Committee of Technical Experts, are now hosted on the ERA website, with links to it from the OTIF website. The technical section also closely followed developments in ERA's working groups, particularly where these developments may affect EU rules which have equivalents in COTIF.

In terms of staff, the technical section welcomed a new colleague, Mrs Margarethe Koschmider from Germany. She succeeded Peter Sorger, who retired after a long and successful career in railways. The team continues to consist of three staff members, complemented in 2014 by a young expert, Jan Hampl, who studied the TAF TSI and its possible implications for OTIF. A summary of his findings is included in this report.



Bas Leermakers
Head of technical section

Developments finalised in 2014

Revision Committee: ATMF revision

The 25th Revision Committee adopted a substantial revision of ATMF, based on the results of two specific working groups; the safety subgroup established in 2012 and the ATMF subgroup established in 2013.

The revised ATMF will enter into force on 1 July 2015. It includes a new Article 15a, which sets out the basic operational responsibilities of the different actors involved in the use of vehicles and operation of trains in international

traffic. The amendments to Article 15 make clear that it is the responsibility of the keeper to designate an ECM for each vehicle.

With this new Article 15a, COTIF will go more deeply into operational concerns, paving the way for the effective and safe exchange of vehicles in international traffic. It will also entail a more accurate policy on the survey of ATMF implementation among the OTIF Member States.

Objective no. 7

Develop technical regulations for the safe facilitation of interoperability.

New or amended UTP - Uniform Technical Prescriptions

These adopted regulations are the result of intensive cooperation between the OTIF Contracting States, the European Railway Agency, the European Commission and the OTIF Secretariat. The technical experts have succeeded in coordinating their work with the developments on vehicle regulations in the EU, meaning that the UTP LOC&PAS and the UTP PRM entered into force on the same date as their equivalent EU TSIs, i.e. 1 January 2015.

UTP LOC&PAS was prepared in accordance with a decision taken by CTE 6 in June 2013, which mandated WG TECH to develop the draft UTP LOC&PAS. The UTP corresponds to the latest EU LOC&PAS TSI. The UTP is equivalent to the TSI, with the following additional elements:

- Appendix K, which includes provisions for train composition and the correct use of vehicles, corresponding to provisions from the TSI OPE, and
- Specific cases for Switzerland and Norway and specific environmental conditions for Switzerland.

UTP LOC&PAS: a major milestone

For the first time, a UTP gathers together the requirements for both passenger rolling stock, including train sets, as well as locomotives. The UTP applies to new rolling stock; existing rolling stock is only included in the scope in case of renewal or upgrade. There are now provisions that exist at international level to enable the Member States to run not only their freight wagons and passenger coaches, but also their new locomotives. This means that if a locomotive or train set were to be admitted to international traffic, it should be checked for compliance with the national command control and signalling system in the states where the vehicle would be operated.

UTP PRM defines requirements concerning accessibility for people with a disability and for people with reduced mobility. With the entry into force of the UTP PRM there is now a harmonised definition of requirements for accessibility for people with a disability and people with reduced mobility in new rolling stock. The UTP PRM for example sets out requirements for wheelchair accessible toilets, easy to use door controls, priority seats, etc.

The UTP is equivalent to the European PRM TSI that entered into force on 1 January 2015, with the adaptations required, particularly:

- the application of infrastructure related parameters in the UTP PRM, in particular those for platforms and stations, is voluntary for OTIF's non-EU Member States.

The **UTP MARKING** defines minimum provisions for the marking of vehicles in connection with identifying vehicles and keepers. As the marking specifications apply not only to freight wagons, but to all types of vehicles, it was decided to create a UTP MARKING. The contents of the UTP are equivalent to the content of appendix 6 of the EU NVR specification, Appendix P to the OPE TSI and the Tables for coding published on ERA's website.

The UTP MARKING sets out the mandatory requirements for the marking of all kinds of vehicles. This UTP applies not only to new rolling stock, but also to existing rolling stock. The requirements are equivalent to those previously applicable through UIC leaflets, so normally there should be no need to modify the markings on existing rolling stock.

The **NVR Specification** was also updated with minor editorial adjustments as a consequence of the new UTP MARKING.

The NVR Specification continues to set out mandatory requirements for OTIF Contracting States to implement their own National Vehicle Register in a harmonised way and to connect their NVR to the central search engine so that all connected States can search each other's vehicle registers. The NVR links each registered vehicle to its owner, keeper, entity in charge of maintenance, etc.

UTP GEN-A on essential requirements was amended in 2014. The amendments are in line with the amendments to Annex III of Directive 2008/57/EC brought about by European Directive 2013/9/EU. The main amendments are:

- introduction of the new essential requirement: “accessibility to persons with disabilities and persons with reduced mobility”, and
- modification relating to the essential requirement ‘noise’ in section 1.4.4.

UTP GEN-C on the requirements applicable to the technical file was amended in 2014. The amendments adopted are in line with the amendments to Annex VI, Section 4 of European Directive 2008/57/EC brought about by Directive 2011/18/EU, which mainly concerns editorial improvements and updated legal references.

The **UTP WAG** was updated as a consequence of the new UTP MARKING. Appendix PP, which contained the provisions for the marking of freight wagons, was deleted and the current reference was changed from Appendix PP to the new UTP MARKING. In addition, the amendments also updated the reference in Appendix G to the latest list of approved composite brake blocks. Finally, the amendments introduced a minor change to Appendix I in order to reflect correctly the EU TSI OPE.

Guides for the UTPs

After validation by WG TECH, the Secretariat published guides for the application of the new UTP LOC&PAS and the existing UTP NOI on its website. As the UTPs and TSIs are fully equivalent, the basis of the OTIF guides are the ERA guides for the application of the TSIs. With the agreement of ERA, OTIF copied the content of the ERA document and added OTIF guidance in blue rectangles, which means that apart from the text in the blue rectangles, this document corresponds exactly to the ERA application guide. The blue rectangles indicated the specific features of application of the UTP compared to the application of TSIs in the EU. All guidance and explanatory documents are available on the OTIF website, under “Technology > Guidance and explanatory documents”.

The guide to the new UTP PRM has also been drafted, but could not be finalised in 2014. This is an important development in order to ensure compliance, through the dissemination of application guides.

Consultation on ERA documents

The European Railway Agency requested the views of the non-EU OTIF Member States on a draft recommendation to amend Commission Implementing Regulation (EU) No. 402/2013 on the common safety method (CSM) for risk evaluation and assessment before submitting it to the European Commission for formal adoption.

This consultation was particularly important because the revised CSM Regulation is likely to serve as a basis for revising the OTIF UTP GEN G (document A 94-01G/1.2012 v.03), which has been in force since 1 January 2014 and which is equivalent to Commission Regulation (EU) No. 402/2013. It is necessary to maintain full equivalence between that UTP and the EU CSM Regulation, so any improvement in the wording of the draft EU regulation may prove to be an investment in the revised UTP as well.

The Secretariat received substantial comments, which were forwarded to ERA.

Joint OTIF-ERA registers

Article 13 § 5 of Appendix G to the Convention provides for international cooperation with respect to keeping registers. At its 6th session, the CTE mandated the OTIF Secretariat to develop joint OTIF ERA registers for the Entity in Charge of Maintenance (ECM) and Vehicle Keeper Marking (VKM), both hosted on the ERA website.

For the sector, having a complete joint database provides an overview of all the certification bodies and certificates. Only one database hosted by ERA now needs to be consulted.

Objective no. 2

Intensify our exchanges with our Member States that are not members of the EU, in order to develop a knowledge base and actions for training.

Objective no. 9

Promote safety, particularly by the analysis of accidents.



A single database for vehicle keepers

The unique database of VKM codes assigned to vehicle keepers is especially useful, as it registers keepers from both EU and non-EU members of OTIF, keepers that are members of OSJD that are not members of OTIF and those from certain important States in the Eurasian region. The certification bodies of OTIF States that are not members of the EU can insert and amend the data for which they are responsible in the ECM register, in the same way as certification bodies in the European Union.

In accordance with the terms of the Administrative Arrangements between OTIF, DG MOVE and ERA, the joint registers hosted on ERA's website have been operational since 1 April 2014. The OTIF Member States have received circulars informing them of these developments in detail and their practical implications.

It should be noted that previously, the OTIF Secretariat's unique database enabled numerous keepers from OTIF Member States and non Member States to be registered in the VKM register. OTIF has continued this work and since the unique database became operational (1 April 2015), the Secretariat has made it possible to register 52 vehicle keeper marking codes.

New developments started in 2014

Objective no. 2

TAF TSI Study

The Bulletin of International Carriage by Rail No. 1/2014 reported on TAF TSI (Telematic application for freight technical specification for interoperability). TAF TSI was developed to facilitate the exchange of information on cross-border rail freight. It sets the functional and technical standards for exchanging information and these provisions should be implemented by 2021. This should ensure that the telematic systems of IMs, RUs and other involved stakeholders across the EU are interoperable.

As international rail freight traffic also crosses the EU's external borders, Bulletin No. 1/2014 announced that OTIF would analyse

the question of how non-EU OTIF Contracting States could join the standardised area for data exchange in international rail freight traffic based on TAF TSI. For this reason, the study entitled "Analysis of how OTIF should proceed with TAF TSI" was carried out. The aim of the study is to help WG TECH and OTIF's Committee of Technical Experts decide on developments relating to the TAF TSI, e.g. whether or not the TAF TSI should be transposed into OTIF law.

The complete report will be available on the OTIF website in the section containing the working documents for CTE 8.

Intensify our exchanges with our Member States that are not members of the EU, in order to develop a knowledge base and actions for training.

Developments for interchangeable coaches

Background and process

UTP LOC&PAS, which entered into force on 1.1.2015, takes precedence over the technical provisions set out in RIC, which traditionally enabled the exchange of passenger coaches. As this UTP contains some open points and specific cases, it does not provide the full specifications required for interchangeable coaches. It is important to analyse the impact of this.

On 6 February 2014 the first joint ERA/OTIF workshop held in Bonn discussed quite logically the interchangeability of passenger coaches. In accordance with the conclusions reached during the workshop, CER was invited to provide the information regarding passenger coaches that is necessary in order to take a decision.

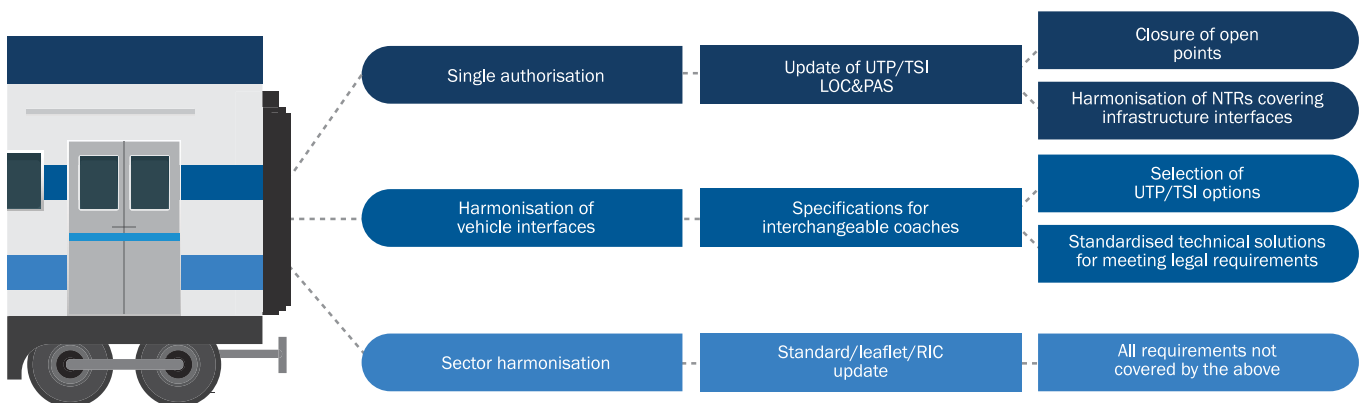
On 10 September 2014, the standing working group technology (WG TECH) discussed the subject and analysed the information from CER. It agreed that there was a need for technical requirements for interchangeable coaches. It was agreed that CER, in coordination with UNIFE, should further develop the specifications which, in their view, need to be incorporated into the regulations.

The OTIF Secretariat was invited to the EU railway interoperability and safety committee (RISC) on 6 November to present the developments on this subject to the EU Member States. It was the first time that the OTIF secretariat has made a technical presentation concerning technical developments originating from CTE. The presentation was warmly received.

Development of specifications

In order for passenger coaches to be uniquely authorised and to be exchangeable in international traffic, developments are required at three levels:

1. **Unique authorisation:** the vehicle must not be subject to specific cases which affect compatibility with the network, and
2. **Harmonised inter-vehicle interfaces:** there should be no open points in the UTP/TSI which are related to compatibility with the infrastructure, and
3. **Agreements between railway undertakings** and/or manufacturers to use e.g. harmonised operational and communications concepts. The sector is exclusively responsible for this issue.



With the help of OTIF, the ERA LOC&PAS working party on unique authorisation is analysing the closure of the open points and network compatibility. The results of this work are expected in 2015, with possible legal implementation in 2016/2017.

On 10 September 2014 WG TECH discussed the harmonisation of interfaces and analysed the elements from CER following the joint ERA OTIF workshop in Bonn. It was agreed that in coordination with UNIFE, CER should further develop the specifications which, in their view, need to be incorporated into the regulations. The results are expected in 2015, after which, in coordination with the EU, WG TECH will suggest how to integrate these specifications.

Objective no. 7

Develop technical regulations for the safe facilitation of interoperability.

4 REGULATION OF THE TRANSPORT OF DANGEROUS GOODS

With regard to RID, the focus in 2014 was on the notification of the amendments to RID that entered into force on 1 January 2015 and publication of the 2015 edition of RID in all three working languages.

Joint Meeting RID/ADR/ADN

The RID/ADR/ADN Joint Meeting develops harmonised European RID provisions for carriage by rail, road and inland waterways. The RID section of OTIF provides the Secretariat for the Joint Meeting, together with the Secretariat of the UNECE Transport Division. In 2014, the Joint Meeting held two one-week sessions. At the spring session, final corrections to the amendments that entered into force on 1 January 2015 were made and the autumn session looked at the first proposals for amendments that will enter into force in 2017.

Among the numerous amendments anticipated for 2017, the topics below should be highlighted. They do not provide an exhaustive overview of the RID department's activities, 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 developments in the sector.

Holding time for refrigerated liquefied gases in tank-wagons and tank-containers

For several years, there have been discussions in the RID Committee of Experts on whether it is useful to include a provision in RID requiring consignors of refrigerated liquefied gases in tank-wagons, portable tanks and tank-containers to enter a date in the transport document before which the safety valves will not activate. In addition, a special provision stipulates that the consignor and carrier must agree the conditions of carriage before the goods are handed over for carriage.

However, practice shows that for many reasons, the valves can open before the date indicated. For example, it is possible that the insulation or safety valves are defective, the gases have been loaded at too high a temperature, the calculations of the opening times are incorrect or the opening times indicated are in some cases based purely on estimates, particularly in the reconsignment of tank-containers or portable tanks.

The Joint Meeting agreed to carry over the concept of the reference holding time and actual holding time that applies to multimodal portable tanks for tank-wagons and tank-containers as well. This means that for tanks for the carriage of refrigerated liquefied gases, the so-called reference holding time has to be determined on the basis of various factors, such as the effectiveness of the insulation system, the lowest start-to-discharge pressure of the pressure limitation devices, original filling conditions, physical properties of each of the refrigerated liquefied gases intended to be carried. The reference holding time relating to each gas must be shown on the tank plate.



Jochen Conrad
Head of RID section

Objective no. 8

Develop RID regulations to support innovations by industry.



Dry ice

Dry ice is solid carbon dioxide (CO_2) used, among other things, as a coolant. Even the smallest quantities of dry ice can completely fill a room with gas. In concentrations of more than 5% in the ambient air, if there is also a sufficient amount of nitrogen, it has an asphyxiant effect.

As a result of these hazards, which should not be underestimated, the Joint Meeting again dealt with the issue of dry ice. Reference was made to a fatal accident that had occurred in the carriage of dry ice in a private vehicle. In connection with this, several delegations had highlighted the importance of separating the driver's cab from the loading space in road transport. The need for marking in road and rail transport was only considered necessary in cases where ventilation of the load compartment is unnecessary or impossible.

The Joint Meeting agreed different provisions for well ventilated wagons/vehicles and for means of transport where ventilation is not possible because of the type of construction. These might be, for example, heat insulated load compartments or load compartments with a cooling unit or refrigeration system where air exchange has to be avoided in order to control the temperature.

Pending issues

Most of the proposals submitted to the autumn session could not be dealt with conclusively and will again be on the agenda of the next Joint Meeting. Among others, this concerns the following points:

- replacing the term "fuel" in the exemption provisions in order also to cover other liquid fuels which are used to operate devices that are not internal combustion engines, such as heating devices, for example;
- the possibility of electronic examination processes for RID safety advisors;
- carriage of live genetically modified animals;
- carriage of waste electrical and electronic equipment containing RID, e.g. lithium batteries;
- sample testing of overmoulded liquefied gas cylinders instead of individual testing, and possible extension of this alternative testing to other cylinder design types;
- storage of tank file in electronic form.

RID Committee of Experts

The RID Committee of Experts is one of the most important organs of OTIF, as the provisions for the international carriage of RID by rail are continuously amended, which leads every two years to a completely new edition of the 1500 page 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 RID, amendments to RID automatically 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 all the decisions prepared by the standing working group.

At its meeting in May 2014, the RID Committee of Experts approved all the working group's decisions for a date of entry into force of 1 January 2015. However, a decision on the mandatory introduction of derailment detectors for RID tank-wagons was again postponed to the next biennium. Beforehand, the EU Member States had agreed in a decision of the Council of the European Union to "assess further [the question of derailment detection] in the light of technical and scientific progress" and to "continue to work on the identification of a sustainable solution to detect derailments and mitigate their effects, including the future implementation of this solution". The RID Committee of Experts decided to set up a working group to discuss all the issues in connection with the introduction of derailment detectors. At the same time, the findings of a European research project on reducing derailments and their effects (D-Rail) should also be taken into account.

RID Committee of Experts' working group on derailment detection

The first session of this newly created working group was held in Rome and participants of OTIF's Committee of Technical Experts were also invited to attend. First of all, the meeting reviewed the findings of the discussions at the RID Committee of Experts and its working groups, the assessments undertaken by the consulting firm Det Norske Veritas on behalf of ERA and of accident investigations in the various Member States.

The study carried out by Det Norske Veritas concluded that there are measures with a better cost/benefit ratio than mechanical derailment detectors by means of which the risk of derailments could be reduced. The D-Rail project was also referred to in the discussions, the aim of which had been to reduce the effects of derailments over the long term and permanently. A scientific study by the Technical University of Berlin also found that in the event of braking activated by a derailment detector, the longitudinal forces in the train are greater than in emergency braking activated by the locomotive driver, although they would still be below the critical value of 300 kN. The study concluded that the risk of a derailment linked to the false activation of a derailment detector anywhere in the train is no greater than in emergency braking initiated by the locomotive driver.

The working group then dealt with questions relating to the mechanical derailment detector and possible alternatives that are already identifiable. This list will be updated at the next session of the working group. The aim of the working group is to provide the RID Committee of Experts' meeting in May 2016 with the basis for a decision on the possible inclusion of a provision to fit derailment detectors to tank-wagons for the carriage of very RID.

Objective no. 9

Promote safety,
particularly by the
analysis of accidents.

RID Committee of Experts' standing working group

In 2014, the RID Committee of Experts' standing working group held a two day meeting in May and a one week meeting in November in Madrid.

May session 2014

The focus of the meeting in May was to adopt the final amendments to enter into force on 1 January 2015, of which the following are worth highlighting:

Transitional measures concerning old tank-wagons intended for the carriage of gases

RID contains some very old transitional provisions permitting the open-ended use of tank-wagons for pressurised gases built before 1 October 1978 whose wall thickness and equipment no longer meet the requirements. These tank-wagons, which were built in accordance with differing national requirements before the adoption of internationally applicable construction requirements, are now at least 36 years old, but can also be more than 50 years old.

The majority of the standing working group supported a step-by-step approach, according to which the approximately 5000 gas tank-wagons still in service under the current transitional periods would be successively withdrawn from service depending on their age. According to this approach, the oldest tank-wagons (more than 50 years old) can still be used until 31 December 2017 and the youngest (built from 1976 to 1978) can still be used until 31 December 2029.

Objective no. 8

Develop RID regulations to support innovations by industry.



Carriage of coal in bulk

When coal has been carried in inland waterway vessels and freight wagons, there have in the past been some incidents in which the coal has self-ignited. Investigations carried out subsequently showed that the coal being carried met the classification criteria for self-igniting substances of Class 4.2. However, the carriage of coal as RID would mean that sheeted wagons or movable roof wagons would have to be used instead of the open wagons used at present.

To avoid having to carry out complex tests before coal is transported in order to find out whether it has to be carried in accordance with the RID regulations, the standing working group decided to include a special provision to exempt coal, coke and anthracite from the provisions of RID if temperature measurement during or immediately after loading revealed that the load had a maximum temperature of 60°C, except in the case of freshly extracted coal. The aim of measuring the temperature is to detect any pockets of glowing embers.

Entity in Charge of Maintenance (ECM)

The obligations in RID allocated to various participants prescribe that tank-wagon operators must ensure that the maintenance of tanks and their equipment is carried out in such a way as to ensure that, under normal operating conditions, the tank-wagon satisfies the requirements of RID until the next inspection. In the European legislation and the OTIF Member States that apply ATMF, this is the obligation of the entity in charge of maintenance (ECM), who has an ongoing responsibility to ensure that the wagons are in a safe state of running.

In order to eliminate this contradiction for the time being, a reference to the entity in charge of maintenance was included in the tank-wagon operator's obligations in RID. For the 2017 edition of RID, it is planned to include the entity in charge of maintenance as a new participant in the carriage of RID.

November session 2014

Among the decisions taken at the meeting of the standing working group in November, the following should be highlighted:

Flexible bulk containers

Flexible bulk containers are flexible containers with a maximum capacity of 15m³ that can be used anywhere in the world. The requirements for building and using such containers, which are already used in Russia, were developed by the UN Sub-Committee of Experts and should originally have been included in the 2015 edition of RID. However, as the association that made this request was not able to provide timely evidence that the flexible bulk containers already in use can meet the required testing provisions, inclusion of these provisions was deferred for the time being. Now that this evidence has been provided, there is no obstacle to the provisions being included in the 2017 edition.

Crash - buffers for less dangerous substances

For very dangerous substances carried in the liquid state, RID prescribes that tank-wagons must be fitted with crash-buffers which, by absorbing energy from a collision impact or in an accident, should reduce the extent of the damage.

The majority of the standing working group did not support extending this requirement to less dangerous substances after it was found in a cost/benefit analysis that almost 87,000 tank-wagons would have to be retrofitted at a cost of around 7,500 € per wagon, which would result in a total cost of the measure of around 650 million €. Bearing in mind the savings from accidents that would be avoided, this would take about 25 years to amortise.

However, it was also noted that with better data on the causes and consequences of accidents, this measure or other measures to protect against the overriding of buffers could be reconsidered. Using other measures to increase the energy absorption was not ruled out.



10

Cooperation with UN bodies, UIC and ERA

The RID section took part as an observer in both sessions of the United Nations Economic and Social Council's (ECOSOC) Sub-Committee of Experts on the Transport of RID. The decisions adopted at these sessions will be reflected in the 19th revised edition of the UN Recommendations on the Transport of RID (UN Model Regulations) and will be included in the 2017 edition of RID in the context of harmonisation.

The RID section also attended part of the two sessions of the Working Party on the Transport of RID (WP.15), the United Nations Economic Commission for Europe's (UNECE) decision-making body for amendments to the European Agreement concerning the International Carriage of RID by Road (ADR). The main purpose of attending these

meetings is to make sure that the RID and ADR regulations are parallel and thus to ensure that there is a smooth transition between the modes in multimodal transport.

In addition, cooperation with the UIC Group of Experts on the transport of RID was continued in terms of preparatory meetings for the RID/ADR/ADN Joint Meeting and RID Committee of Experts.

The RID section was also represented at the joint management meetings between the European Commission, ERA and OTIF, in order to facilitate coordination on issues affecting RID, particularly in connection with telematics applications and the interactions between tanks and vehicles.

5 OTIF'S PREFERRED PARTNERS

The CIT, representative of the interests of railway undertakings

The International Rail Transport Committee is one of the main representatives of railway undertakings. It has particular competence in the fields of ticketing and consignment notes. OTIF has for many years taken part in the CIT working groups that are of interest in developing OTIF's regulations.

As the spokesman of the railway undertakings, CIT also provides help to OTIF: it enables it to be aware of what railway undertakings require in practice and to share their operational know-how.

Objective no. 1

Develop a working relationship with the European Commission and ERA, on the one hand, and OSJD on the other.

The framework for working with the European Commission and ERA

After the Administrative Arrangements between the OTIF Secretariat, the European Commission's DG MOVE and the European Railway Agency were signed in 2013, day to day working level cooperation has proven to be efficient, and contributed a great deal to the success of the CTE in June 2014 and to subsequent developments. A twice yearly meeting between the management of DG MOVE, ERA and OTIF has enabled partnerships to be programmed and joint projects to be defined, particularly in the technical field. This meeting is also a forum for the discussion of developments in the legal framework being planned by ERA and the Commission. This tool is particularly important for the States that are not members of the EU. It makes it possible to anticipate issues:

- which might perhaps call the existing harmonisation into question;
- which, in due course, could call into question the broadening of the scope of OTIF's technical regulations towards real interoperability adapted to international traffic.

OTIF is invited to the ERA working groups on issues relating to subjects also covered by COTIF. This places OTIF in a position to influence the drafting of regulations at an early stage, with a view to ensuring consistency with COTIF and with the interests of non-EU OTIF Member States. In 2014 OTIF participated in particular in the following ERA meetings:

- working party on the rationalisation of a vehicle related register, preparing a recommendation to the European Commission for the rationalisation of registers. This work is relevant to OTIF, as it affects the equivalent provisions for the National Vehicle Register and the Vehicle Keeper Marking Register;
- working party on unique authorisation, preparing a recommendation to the European Commission on rules which allow a railway vehicle meeting specific conditions to be used internationally after authorisation by one state. This is an important subject for OTIF to follow, as it is a prerequisite for exchangeable passenger coaches, as explained in this report;
- the freight focus group, which involves actors from the rail freight sector to address requirements relating specifically to rail freight transport. OTIF follows these discussions as they may initiate regulatory developments for freight transport, for example the ECM regulations.

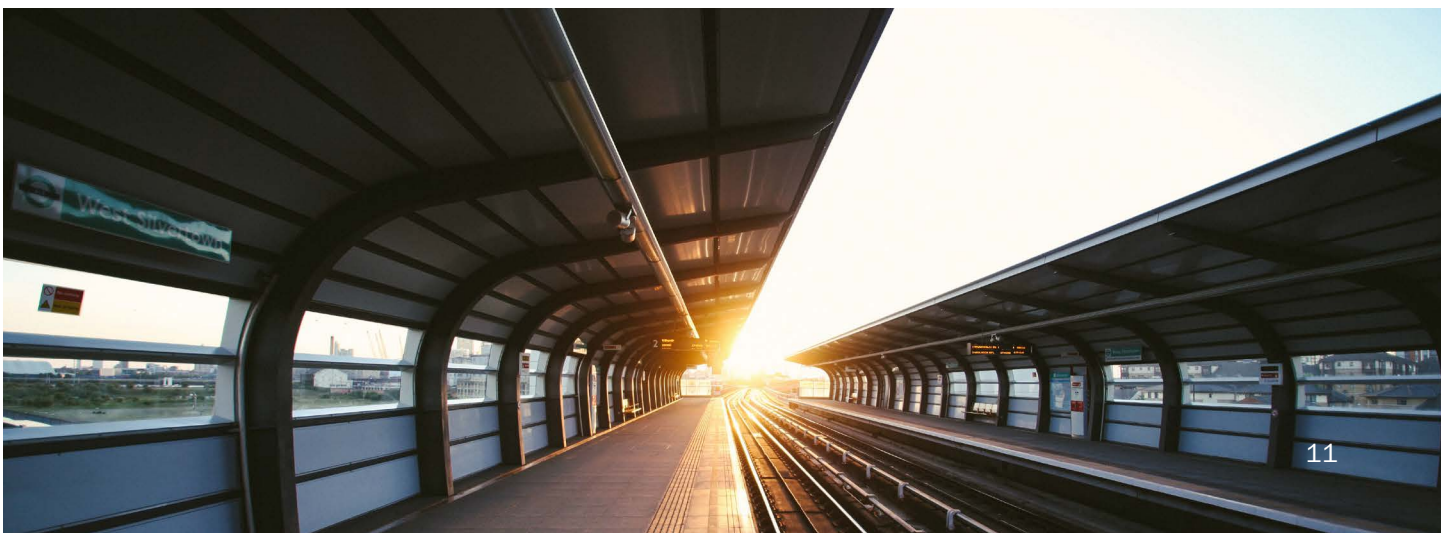
Harmonisation of RID (OTIF) and SMGS Annex 2 (OSJD)

The work begun in 2012 on removing almost all the differences between RID and the RID regulations that apply in eastern Europe and Asia (SMGS Annex 2), and hence to facilitate the carriage of RID between the two legal regimes, was also continued in 2014.

The RID section took part in all the OSJD meetings of experts that dealt with harmonisation in order to provide background information on decisions taken in the context of RID.

The biggest success in the harmonisation work in 2014 was achieved with the final decision to carry over the construction and testing requirements for tank-containers from Chapter 6.8 of RID into SMGS Annex 2. The only two requirements that differ from RID concerning the ability to absorb a longitudinal inertial load and the design temperature range are due partly to the particular climatic conditions in the OSJD Member States.

While most of the amendments in connection with harmonisation were made in SMGS Annex 2, the RID Committee of Experts' standing working group adopted a new provision for RID 2015 to prescribe the additional use of Russian or Chinese in the markings for packages, overpacks, tank-wagons and tank-containers and in the information required in the transport document and in the documents attached to the transport document. For west-east traffic, the new provision considerably simplifies matters for the RID Contracting States on the border between the two legal regimes. Unfortunately, it was not possible in 2014 to include an analogous provision for east-west traffic in SMGS Annex 2. In the next biennium, efforts to eliminate the asymmetrical situation that has arisen will continue, by including a similar provision in SMGS Annex 2.

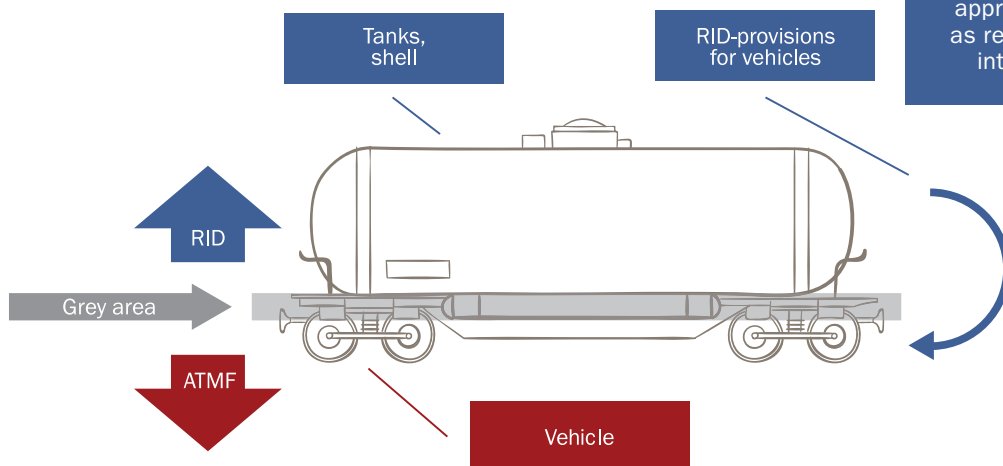


Harmonisation of the regulations concerning vehicles

Objective no. 6

The European Commission and the Secretariat of OTIF have drafted a joint paper aimed at ensuring consistency between the vehicle-specific provisions of RID and the provisions for freight wagons contained in ATMF.

Improve the compatibility of the RID provisions with the technical approach of the TSI as regards issues of interoperability.



The aim is to ensure coordination between the RID Committee of Experts and the Committee of Technical Experts (CTE) in order to check the consistency of vehicle-specific RID provisions and general vehicle provisions. Some provisions concerning specific vehicle-related measures are adopted for RID, and these overlay the general technical provisions of ATMF.

OTIF presented the joint paper to the RID Committee of Experts and the Committee of Technical Experts (CTE), and the European Commission presented it to the RISC Committee and the Transport of RID Committee. The resulting work will be transferred to a joint European Commission/OTIF working group comprising both technical and RID experts.





13

The Luxembourg Protocol: an international register of securities

Some significant progress was achieved in 2014 and is presented chronologically below.

On 12 November 2014, the Secretary General of UNIDROIT, on behalf of the Preparatory Commission (PrepCom), and Regulis SA, a subsidiary of SITA, which is responsible for managing the aircraft register of the Cape Town Convention, signed the contract on setting up and running the International Register, after approval by the sixth session of the Preparatory Commission on 31 October 2014, which was held electronically.

In a letter of 8 December 2014 and thanks to numerous productive exchanges between the Preparatory Commission, the Swiss Confederation's Federal Department of Foreign Affairs (DFAE) and the Secretariat of OTIF, DFAE agreed that the privileges and immunities accorded to members of OTIF's bodies and working groups could apply to members of the Supervisory Authority and the Preparatory Commission so that the Secretariat of OTIF can carry out its role of secretariat of the Supervisory Authority in accordance with Article XII of the Luxembourg Protocol.

On 11 December 2014, the Preparatory Commission held its seventh session in Rome at the headquarters of UNIDROIT. Among other matters, it examined and approved the draft regulations for the International Register. This session was followed by a meeting of the working group whose task is to define and implement a strategy for ratification of the Protocol, with the aim of speeding up entry into force and, de facto, enabling the Register to be brought into service.

On 18 December 2014, the European Union deposited its instrument of approval of the Luxembourg Protocol with UNIDROIT.

6 NEW IMPETUS FOR THE MANAGEMENT OF OTIF

Implementation of the audit carried out in 2013

Between June and October 2013, an external audit was carried out and helped establish a road map for the Organisation based on an analysis of OTIF's strengths and weaknesses and on the definition of its tasks and an analysis of its strategic opportunities.

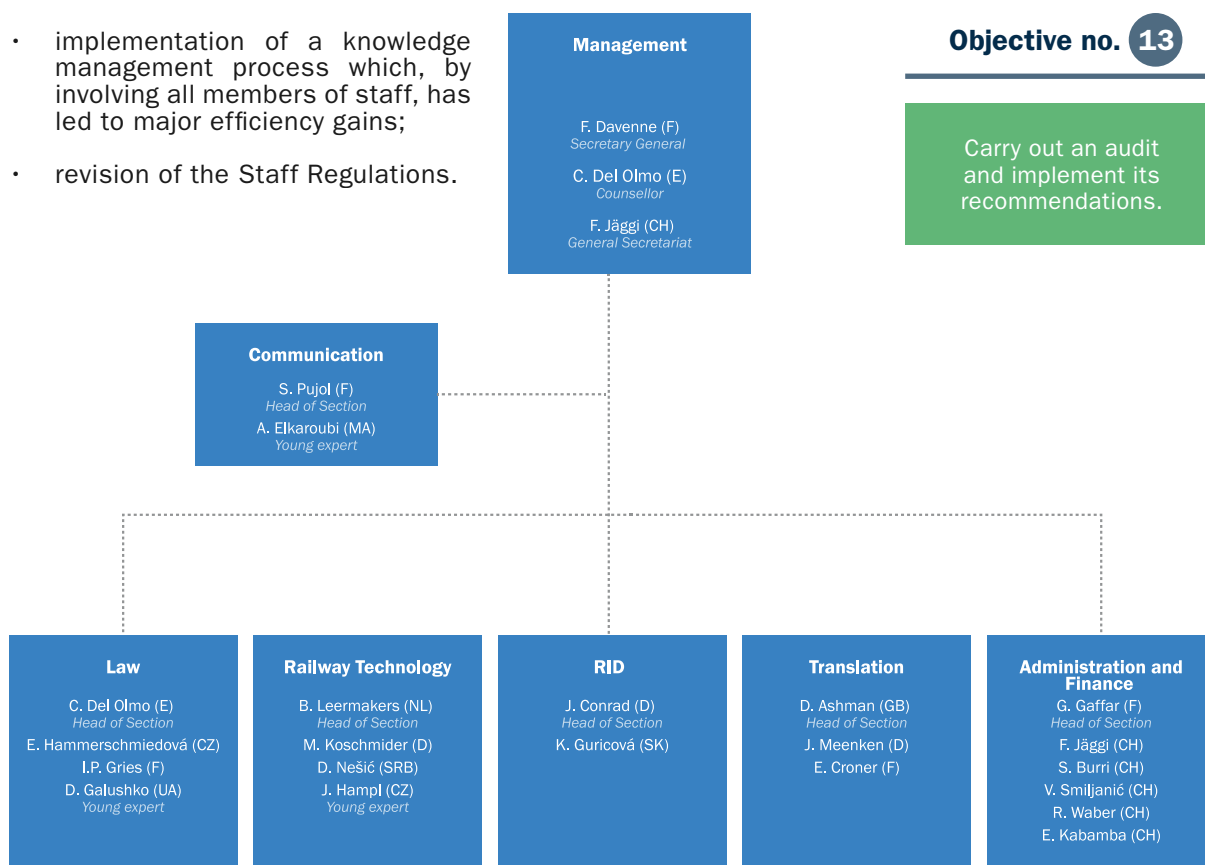
- The audit was carried out with the participation of OTIF's staff so that they could identify with the diagnosis made and take ownership of the conclusions. It has led to:
- implementation of a streamlined and simplified target organisation, which will place more value on OTIF's operational activities and reduce the relative amount of support expenditure;
- implementation of a knowledge management process which, by involving all members of staff, has led to major efficiency gains;
- revision of the Staff Regulations.



Ghousébash Gaffar
Head of administration
and finance section

Objective no. 13

Carry out an audit
and implement its
recommendations.



Stabilisation of the Organisation's budget

Objective no. 14

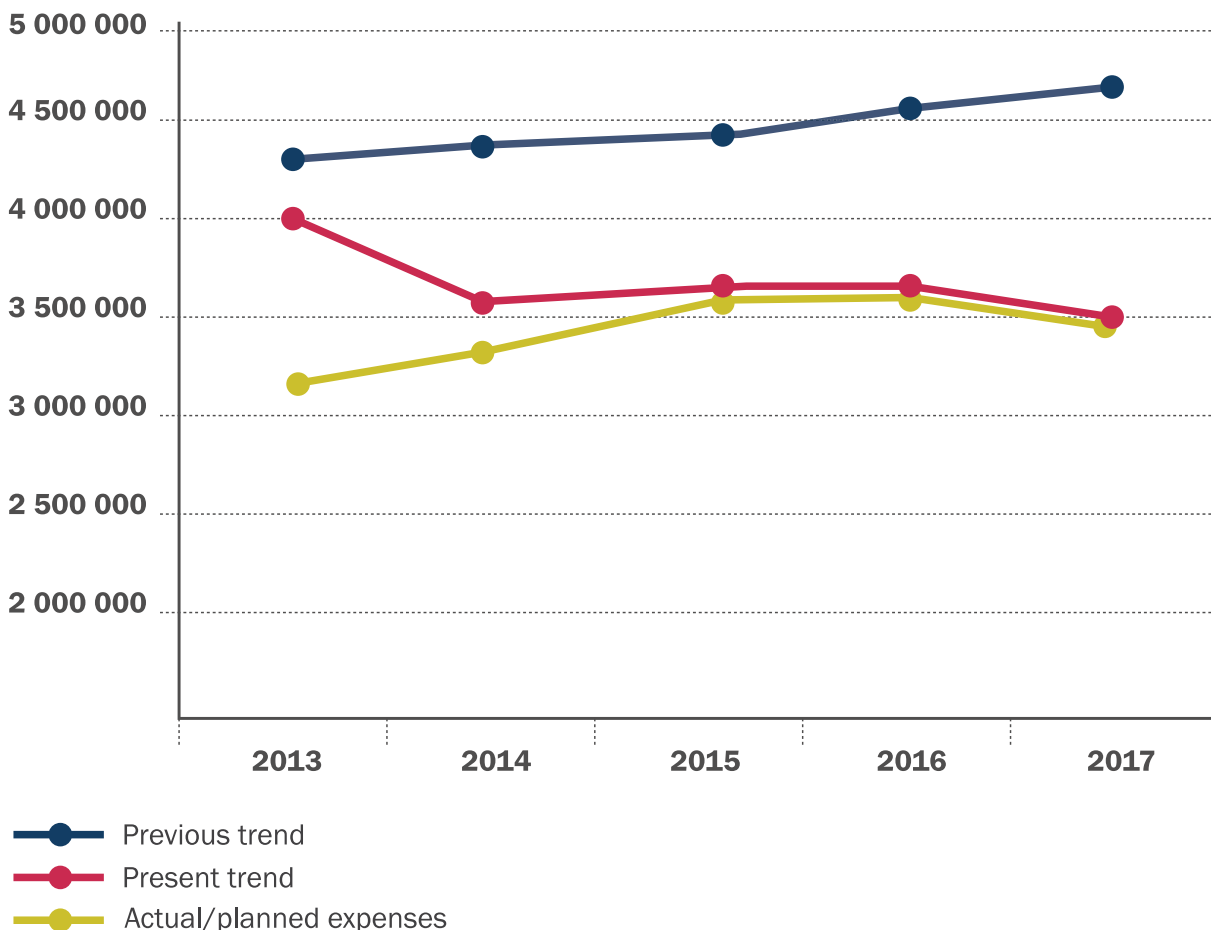
One of the Secretariat's major commitments was to stabilise the Organisation's budget, with the dual aim of:

- an absolute 25% reduction of the Organisation's budget by 2017 compared with previous trends;
- ensuring that budget forecasts are better by avoiding sudden changes and ensuring that the budget actually spent is as close as possible to forecast expenditure.

Stabilise the
Organisation's
budget.

As the following diagram shows, these objectives are in the process of being achieved, thanks in particular to the commitment shown by the heads of department, who have improved their forecasts and who, thanks to the knowledge management process, attach more importance to the good execution of the budget. The budget for 2017 should therefore stabilise at around 3,500,000 CHF, a reduction of 20% compared with the ceiling of expenditure adopted at the 11th General Assembly.

In addition, following an initial overestimate in 2013, the rate of consumption is approaching 100% for the Organisation's structural budget (97% in 2014).



Knowledge management

The OTIF Secretariat is a small organisation whose main activities are structured around its three operational services: the RID service, the legal service and the railway technology service. Their work, which is reflected in various Appendices to the Convention, is naturally segmented. This segmentation is further increased by the different degrees of maturity of these texts. On the one hand, the private law elements of COTIF, such as CIM, CIV, CUV and CUI, are well established; on the other, developments in public law in the framework of APTU/ATMF and RID are ongoing.

For all these reasons, the Organisation has put in place its own knowledge management in order to stimulate the sharing of knowledge, increase the quality and efficiency of the work carried out and to facilitate the integration of new members of staff.

This action has largely been based on a participatory approach. To this end, a two day seminar was held on 31 March 2014 and 1 April 2014 so that the actions could first be endorsed by management and then by all members of staff. Following this, several working days were given over to all staff to move this project forward on a monthly basis, where possible.

In order to avoid this approach being perceived as imposed from outside, which would hinder the opportunity of using staff members' experience as a basis, emphasis was placed on participation by everybody and on a desire to improve working together. This is an ambitious process, which has resulted in clearer procedures based on a common understanding of the Organisation's tasks and objectives. The process was based on 27 workshops covering the following 7 topics. Most of the workshops have now finished:

- A. **Planning of tasks**
- B. **Development of a management culture**, which resulted in the description of each post, in order to improve transparency and efficiency. These descriptions are now public.
- C. **Handling of documents** resulted in the complete reorganisation of the shared drive, thus making it possible to share information efficiently within the Organisation.
- D. **Process management** saw finalisation of the procedure for managing working hours and redesigned the procedure for managing official travel and internal communication.
- E. **Resource management**
- F. **Development of team spirit**
- G. **Improvement of performance** resulted in a survey of OTIF's stakeholders, which is underway.

The success of this process should be highlighted. It has enabled all staff to take part in specific workshops and collectively to find pragmatic solutions to improve the everyday running of OTIF. The conclusion of this process will be the preparation of a staff handbook by mid 2015 to help implement a common culture of information sharing.



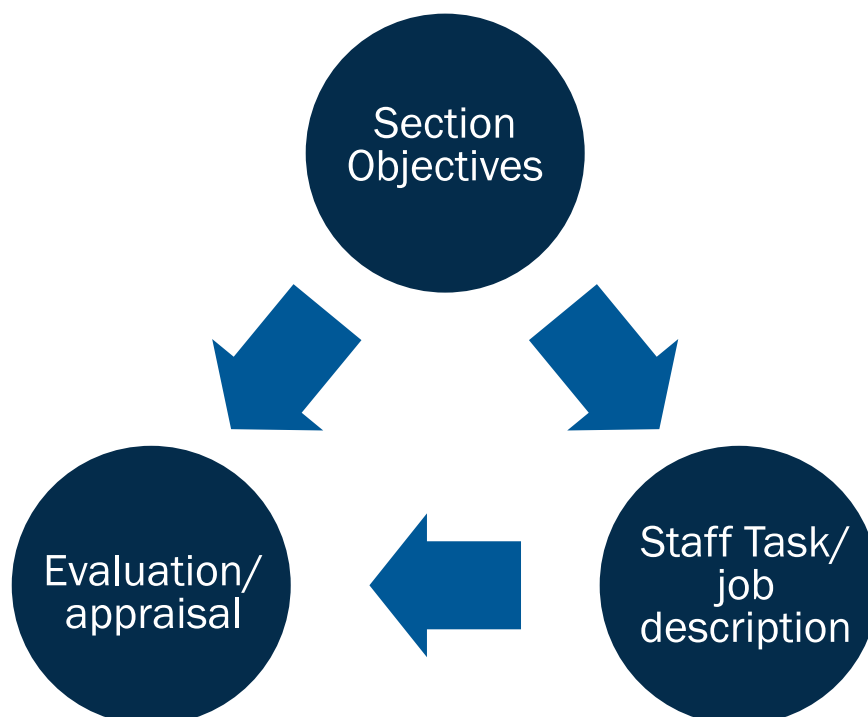
New Staff Regulations

New Staff Regulations have been in place since July 2014. They make it possible to manage human resources more effectively. The main changes, which the Administrative Committee approved at its 121st session held in Belgrade on 14 and 15 May 2014, are:

- the establishment of a statutory difference between staff in charge of operational tasks and those providing support services, with contracts under local law for the latter, thus enabling more flexible and less expensive management;
- the setting up of appraisal, which is at the centre of the staff management procedures;
- clarification of the conditions for changing from a fixed-term contract to a permanent contract to make it possible to manage skills from the perspective of renewal, without, however, eliminating the possibility of having permanent contracts;
- more rigorous and clearer time management and clarification on the end of contracts of employment.

The revised Staff Regulations are now applicable. The main change is the implementation of the annual appraisal procedure, which has involved all staff. The appraisal procedure has been taking place gradually, as the new Staff Regulations have only been in force since 7 July 2014. The appraisal interviews provided the opportunity for an in-depth exchange of views on the nature of the posts, as the job descriptions were jointly drafted during the process, and for a dialogue on objectives and training.

The appraisal reports will be used in the management meetings to discuss the achievement of objectives and staff members' development prospects. The reports include requests for training which will be implemented in 2015. In fact, one of the comments made most often during the appraisal interviews concerned the absence of a training plan in recent years, or even of training. The job descriptions will also help refine the activities modelling process.



The appraisal process



Communication policy in 2014

Objective no. 15

OTIF has set up a programme entitled the “Young Experts Programme” with the aim of recruiting highly qualified interns representing the various nationalities of OTIF’s Member States.

Mr Ayoub El Karoubi, a graduate of the College of Europe in interdisciplinary European studies, with training in translation and communication, started his internship in September 2013. His involvement and expertise helped significantly to improve the quality of the Organisation’s institutional communication media. Mr El Karoubi is from Morocco and his knowledge of Arabic has also greatly facilitated the improvement of our partnership with the GCC, which, on 19 March 2014, led to the signing of an MoU.

Pending the recruitment of a head of communication, which could only be started at the beginning of 2015, he helped the Secretariat initiate a number of activities:

- establishment of professional tools of communication: activity reports, leaflets, etc.;
- revitalisation of the Bulletin and making it more professional, as it now contains in-depth articles to reflect the diversity of the Organisation’s tasks;
- the drafting of press releases and regular news articles.

In this context, the publication deadlines of the four issues of the Bulletin of International Carriage by Rail in 2014 were met. In addition, the quality of the articles contained in the various issues, as well as their number, have increased. Greater involvement of OTIF’s management in the drafting of articles and better coordination of contributions have helped achieve this progress.

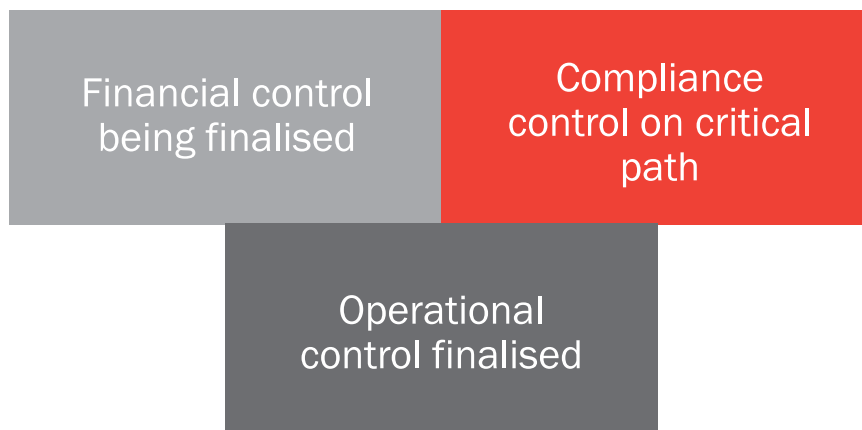
In 2014, 12 documents were published on OTIF’s website (press releases and Bulletins).

Increase the attractiveness and degree of awareness of OTIF.

Implementation of internal control

In 2013, the 119th Administrative Committee provided a precise roadmap for setting up internal control via 12 components. This approach should be crossed with that of the audit, which, beyond the questions of procedures and controls, highlighted the lack of managerial reflexes and involvement of the teams, in a context where there is a major mismatch between what is expected of the Organisation and the level of professionalism. The audit also identified the lack of a shared strategy and communication between the different departments.

In this difficult context, the priority as from the 120th session of the Administrative Committee of 27 November 2013 was to redefine the strategic directions and to implement a culture of management by objectives, which has been the subject of the knowledge management process described above and which has not been completed. The success of the implementation of the audit recommendations, which now seems to have been accomplished, was therefore both an element of and a prerequisite for finalising internal control. The status of OTIF's internal control can be summarised in the following diagram:

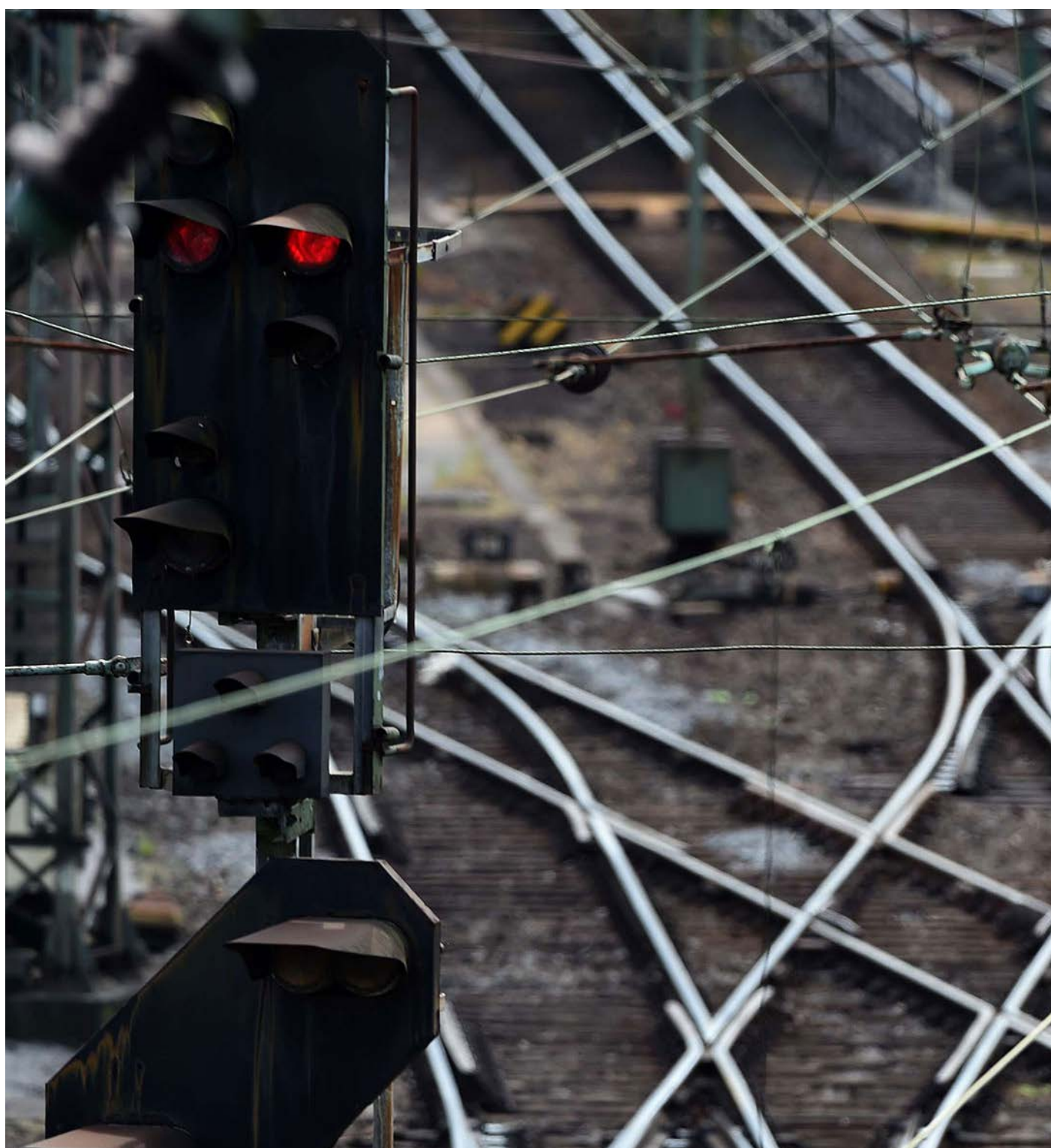


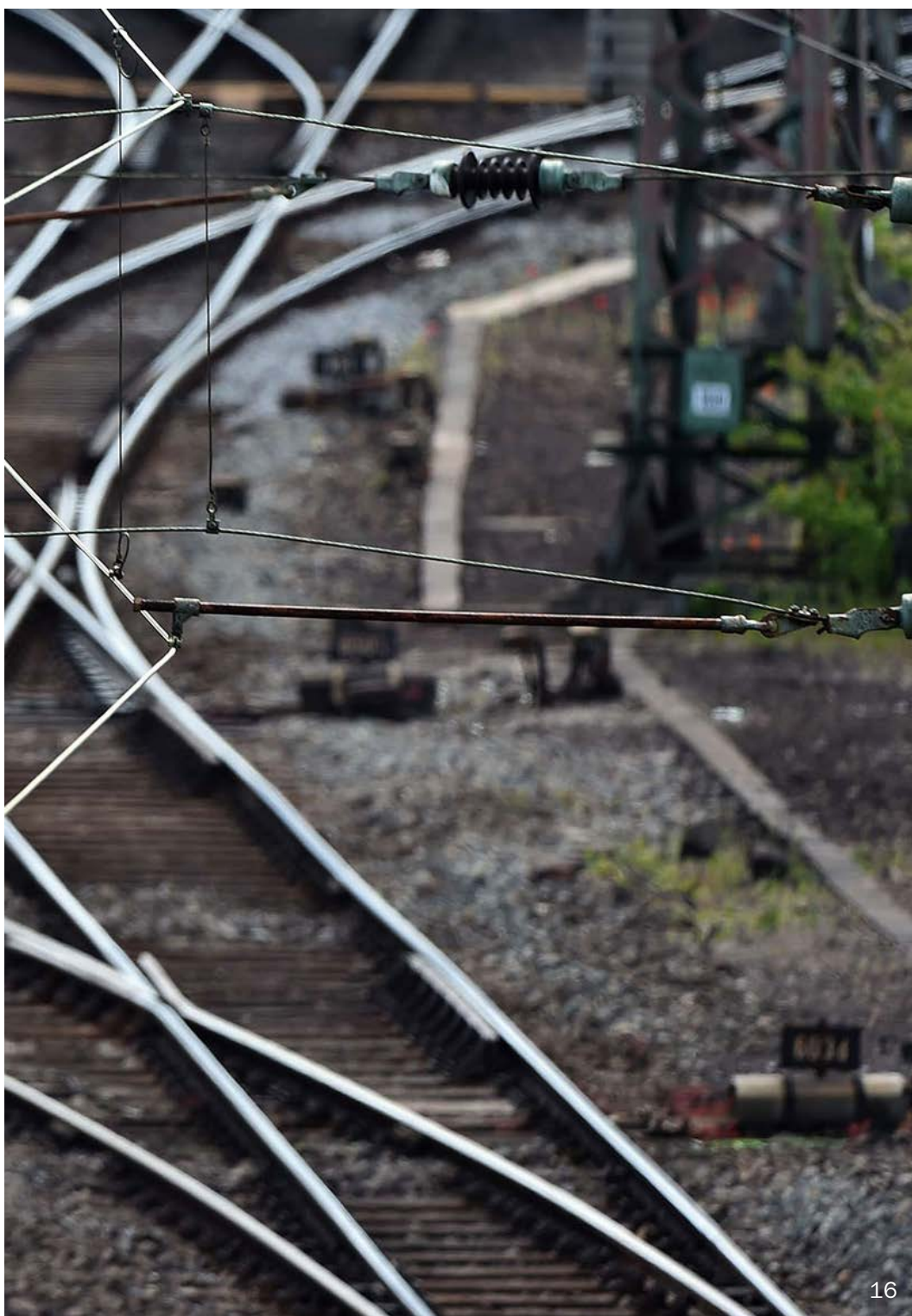
Progress of internal control

What now needs to be done by the end of the third quarter of 2015, following the audit to be started at the beginning of 2015, is to put in place the procedures to:

- fine tune the accounting procedures: dual control of financial commitments and payments, checking that documents are in order, etc.;
- put in place reporting by objectives, which is the basis of management supervision;
- put in place identification, monitoring and reporting of risks;
- finalise the remodelling of the IT system and corresponding IT tools.

Following the process, each member of staff concerned will have the knowledge and information necessary to establish, operate and monitor the internal control system with regard to the objectives he has been assigned.





Photography

- 1** [venturocity.com](#)
14/07/2015
- 2** [2tradersclub.com](#)
14/07/2015
- 3** [tiffanyhawk.com](#)
14/07/2015
- 4** [nesta.org.uk](#)
14/07/2015
- 5** [3.bp.blogspot.com](#)
14/07/2015
- 6** [upload.wikimedia.org](#)
14/07/2015
- 7** [7-themes.com](#)
14/07/2015
- 8** [post-gazette.com](#)
14/07/2015
- 9** [cbsminnesota.files.wordpress.com](#)
14/07/2015
- 10** [static2.businessinsider.com](#)
14/07/2015
- 11** [static.pexels.com](#)
14/07/2015
- 12** [free-picture.net](#)
14/07/2015
- 13** [upload.wikimedia.org](#)
14/07/2015
- 14** [instantsfromtheworld.com](#)
14/07/2015
- 15** [images.fineartamerica.com](#)
14/07/2015
- 16** [independent.co.uk](#)
14/07/2015



ORGANISATION INTERGOUVERNEMENTALE POUR LES TRANSPORTS
INTERNATIONAUX FERROVIAIRES

ZWISCHENSTAATLICHE ORGANISATION FÜR DEN INTERNATIONALEN
EISENBAHNVERKEHR

INTERGOVERNMENTAL ORGANISATION FOR INTERNATIONAL CARRIAGE BY RAIL

Gryphenhübeliweg 30 CH - 3006 Berne

Tél. : + 41 (0)31 359 10 10 | Fax : + 41 (0)31 359 10 11 | info@otif.org | www.otif.org