



Work Programme 2010

European Railway Agency

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Introduction





By 2010, implementation of the legislative regime intended to revitalise the rail sector will be at an advanced stage. Opening of the markets is bringing about huge and rapid structural changes to a sector that until recently changed relatively little and slowly over time. The current economic crisis will also, no doubt, have a substantial but, as yet, uncertain effect. New counter-recessionary strategic investments in rail will contrast with the effects of the downturn in economic activity. More than ever all parties will be pushing for the intended improvements in the competitive position of the sector.

With market opening well under way I believe that there will be more and more of a spotlight on the safety, technical, and procedural obstacles to competitiveness and how effectively the “medicine” that is the regulatory regime and the recommendations of the Agency is contributing to improving the “health of the patient”.

The conventional TSIs and their extension of scope, the elements of common approach to safety, certification of the Entity in Charge of Maintenance, widespread implementation of ERTMS and cross acceptance will all be expected to make a significant positive improvement and it will be up to the Agency to finish their devel-

opment, support their implementation and fine-tune the details to make sure that all these measures deliver the intended benefits.

As the safety and interoperability directives have been recently revised as well as the Agency Regulation, the Agency will work in a stable legislative environment in 2010. This stability is certainly beneficial when the expectations of the railway sector are rising and the mandates to the Agency regarding cross acceptance make it apparent that quick improvement is needed. Also, with more and more Agency recommendations being turned into Decisions of the Commission, we expect a significant rise in “after-sales service calls” concerning all fields of activities.

Marcel Verslype,
Executive Director



Table of Contents

- 2 Introduction
- 5 Table of Contents

Part I

- 6 European Railway Agency core objective and role
- 7 ERA priorities for 2010 and associated risks
- 8 Working Method
- 9 Budget foreseen for 2010

Pillars, Activities

- 10 Pillar I – Operations
- 15 Pillar II – Administration & Support Services

Part II – Table of Activities by task

- 17 Table of Activities by task
- 18 Safety Unit
- 24 Interoperability Unit
- 28 ERTMS Unit
- 30 Cross Acceptance Unit
- 34 Economic Evaluation
- 34 Administration

Part 1



European Railway Agency core objective and role

The Agency's core objective and role is strictly defined Article 1 of Regulation (EC) No 881/2004 as amended by regulation 1335/2008. It is:

"to contribute, on technical matters, to the implementation of the Community legislation aimed at improving the competitive position of the railway sector by enhancing the level of interoperability of railway systems and at developing a common approach to safety on the European railway system, in order to contribute to creating a European railway area without frontiers and guaranteeing a high level of safety"

This is reflected in our vision and mission statements.

Our vision

We contribute to the creation of an integrated European railway area where Railway Undertakings can run trains and organise their transport services freely, safely, effectively, and without interruption. The objective is to allow the rail transport sector to realise its inherent competitive advantages in relation to other transport modes.

Our mission

The main task of the Agency is to prepare new and updated legislative acts for adoption by the European Commission ("the Commission"), after a positive opinion from the Railway Interoperability and Safety Committee of Member States established by Article 21 of Directive 96/48/EC (the RISC Committee), and to give other technical support to the Commission. The activities carried out by the Agency aim at:

- Developing a common approach to safety, safety regulation and accident investigation, in particular by harmonisation of safety assessment methods, safety targets and safety certification conditions.
- Improving the interoperability of the European rail system by developing the conditions for the free and uninterrupted movement of trains through technical and operational harmonisation, including conditions for mutual acceptance of railway vehicles.
- Facilitating the exchange of information within the railway sector by networking with national bodies, providing registers and databases, issuing reports and giving guidance on the implementation of the regulatory framework.

ERA priorities for 2010 and associated risks

The Agency works under the basis of Directive 2004/49/EC (the Safety Directive) as amended by Directive 2008/110, Directive 2007/59/EC (the Driver Licensing Directive) Directive 2008/57 EC (the recast Interoperability Directive), and Regulation (EC) No 881/2004 (the Agency Regulation) as amended by Regulation (EC) No 1335-2008, complemented by more detailed mandates and task requests that are delivered to it by the Commission from time to time.

Activities in 2010 will be related to an Agency that will have reached a certain stage of maturity. In 2010 many of the recommendations of 2007, 2008 and 2009 will be being implemented and the Agency intends to play a strong facilitative role in this respect. Return of experience will be captured and incorporated in updates and new issues of recommendations.

In parallel the activities arising from the changes to directives in 2008 will be at full speed. The sector and stakeholders will be anticipating important outputs on type approval, cross-acceptance, certification of Entities In Charge of Maintenance, ERTMS and the establishment of databases.

In addition with the bedding in of the European regime, the opening of the passenger market and the ongoing liberalisation of the freight market, it can be anticipated that 2010 will see a significant increase in "on demand" workload for opinions such as the addressing of errors or providing opinions on interpretations and implementations.

All these activities represent a very substantial workload across a very broad spectrum to be carried out with a relatively small resource. This resource needs to be in place on time. Should either the necessary budget or staff establishment not be in place in time, then it will not

be possible to carry out all the activities to the timescales planned and this work programme may need to be amended.

Risks to success are mainly derived from the need to establish and secure budget in good time to enable the right specialist recruitment to take place. Furthermore, in a growing rail sector, the Agency is in competition with many other actors for the expertise that it requires and experience shows that it is not always possible to attract the necessary calibre of staff upon first application. This presents a significant risk not just in the operational areas, where expertise of the right calibre is rare, but also in the administrative activities where expertise is extremely mobile.

Managing the work

It is clear that it is possible that the overall requirements of the directive and the regulation, the sum total of the mandates, the expectations of the stakeholders, the increase in the proportion of "open ended" or "on request" work carried out by the Agency and future requirements may, in 2010, either exceed the quantity of resource available in total or the resource available in a particular subject area. To manage this risk it will be necessary to:

- **Prioritise,**
- **make best use of technical expertise available from the sector,**
- **balance use of internal staff with the use of contract staff and consultants.**

When demand arises for work that is not funded the Agency will determine the most appropriate course of action consistent with its objective. This will include, as envisaged in the Agency Regulation, consideration of the possibility of charging for services provided by the Agency.



Working Method

To ensure an integrated approach at working level, although each activity is allocated a lead unit for administration, the internal working groups incorporate experts from all relevant units and activities.

The Managers' Steering Committee

The Executive Director, together with the group of managers' steering committee, will:

- **Develop and adopt the long term plan of the Agency taking account of the ongoing need to support the harmonisation of decision making, close open points, adapt to scientific and technical progress and take account of market trends. More precise mission statements will be developed for particular area of activity.**
- **Act as the coordinating body for all the Agency's units and working groups.**
- **Develop guidance and training for Agency Staff and Working Party experts in**
 - **the principles and processes underpinning the Interoperability and Safety Directives,**
 - **non technical or safety issues (e.g. economic analysis),**
 - **working methods, meeting management, consensus building etc.**
- **Act as a forum for prioritisation and risk management in respect of the activity of the Agency.**
- **Act as the focus for exchange of views with external organisations (inputs to and outputs from ERA) in respect of the overall activity of the Agency and particular activities that are not specific to a particular working party.**
- **Act as the internal review body for quality assurance of Agency recommendations.**
- **Ensure that the Administrative Board is regularly updated in respect of the Agency's activities and progress with the implementation of the Work Programme, Budget and Staff plan.**

The Agency will continue to work through the formal Working Parties prescribed by the directives and regulation. These will be supported by several informal groups.

- **Survey groups will deal with generic functions (e.g. economic evaluation).**
- **Restricted groups will deal with specific horizontal interoperability and safety issues.**
- **Interface groups will deal with specific interfaces covered by two or more working groups.**
- **Smaller task forces, emanating from working groups, will be established to carry out specific tasks such as the drafting of documents.**

In all its activities the Agency will respect the objective of putting the customer at the heart of European transport policy and utilising the principles of "Better Regulation", in particular the objectives of simplification and reducing administrative burdens, work within the rules and procedures relevant to European Agencies.

Transparency

Transparency is an essential prerequisite of the working method of the Agency.

Documents adopted by the Agency, in particular Recommendations to the Commission and Technical Opinions, will be made available on the public website according to the rules on access to documents adopted by the Administrative Board.

In accordance with the requirements of article 3 of the Agency Regulation that the work of the Working Parties shall be transparent, records of Working Party meetings and working documents will be made available to all members of the relevant Working Party, persons nominated by the representative bodies to coordinate their relationship with the Agency, and persons nominated by the representative bodies coordinators as their members' contacts for interoperability and safety matters. Members of the Network of National Safety Authorities will have access to documents of all Working Parties for which they have the right to appoint members.

Participation & Decision Making

Working Parties shall be managed on a collaborative basis with the expectation that all members shall contribute to the development of the documentation in proportion to their expertise and relevance of the output to their representative body and its members.

Agreement within Working Parties shall normally be reached by consensus but, in the event of sustained failure to achieve consensus, the Agency shall request the parties in disagreement to document the case for their position and, taking account of the relative merits of the different options shall make a recommendation. The Agency shall document the different positions and the justification for its recommendation in the report that accompanies the final recommendation.

Support for Operational Activity

It is the role of the transverse functions of the Agency (Administration etc) to support and facilitate the operational functions in their achievement of the Agency's mission whilst at the same time maintaining compliance with European Community (EC) regulation and internal control requirements. All activities of the Agency will comply with the relevant EC rules and Regulations.

Internal Quality Control

To ensure quality and consistency all Agency activities covering more than one operational unit's area of expertise involve staff from all the competent units and all recommendations whether or not they involve more than one unit are subject to an internal review by all units before their final sign-off by the Executive Director.

Budget foreseen for 2010

ERA strategic pillars	TA	CA	SNE	Title 1	Title 2	Title 3	Total Budget
I. Operations							
a. Activities							
Safety	31		4	144 000 2 943 769		1 443 000	4 530 769
Interoperability	31			2 943 769		1 350 000	4 293 769
ERTMS	14			1 329 444		1 147 000	2 476 444
Economic Evaluation	8			759 682		507 000	1 266 682
Cross Acceptance	13		1	36 000 1 234 484		481 000	1 751 484
b. Operational Expenditures						2 655 000	2 655 000
II. Management and Administration							
Directorate	8	2		949 602	84 000		1 033 602
Administration	34	4		3 608 490	2 531 000		6 139 490
Overall Totals	139	6		13 949 240	2 615 000	7 583 000	24 147 240

Title 1 : BL 1520 = 180.000 (SNE); allocation of the rest of Title 1 based on the number of staff (145 : total number of TA and CA's)

Title 2 : BL 2500 = 84.000 € for Directorate; rest of Title 2 = 2.531.000 € for Administration

Title 3 : Chapter 30 allocated by unit (a. Activities); Chapter 31 allocated globally (b. Operational Expenditures)

Pillars, Activities

The Agency's 2010 Work Programme is divided in two strategic pillars covering several fields of activity. These are

I. Operations

II. Management and Administration

Pillar I – Operations

Introduction

The Agency's operational activities are its *raison d'être*. In carrying out these activities it occupies a unique position as the only meeting place for all the sector actors and has sole responsibility in the context of the functions and powers assigned to it.

Agency activities are of two different natures. In many cases, such as the drafting of TSIs or the creation of Common Safety Methods, the Agency is tasked with the development of recommendations for secondary legislation. In other cases the Agency's role is of a facilitative nature with the objective of promulgating guidance, disseminating information, experience and best practice or facilitating the convergence of national decision making.

In any given subject area the overall objective is often most effectively delivered by a mixture of these approaches.

Safety

The deliverables foreseen by the directive Directive 2004/49 on safety during the years 2005-2009 are, in most cases, adopted or under way to be adopted. The activities of the Agency will therefore, gradually shift from developing new proposals to the monitoring of the application of the measures and to the facilitation of their implementation. The reviews of the measures will become an important task. With databases fully operational and an increase in exchange of information between bodies and authorities in the member states the activities tend also to be more operational. Stakeholders and the Commission expect that the Agency will provide support and response after important events.

The accident in Viareggio, Italy, in June 2009 represented such an event. The Commission asked the support of the Agency for the organisation of a safety conference, which was held on the 8th of September. As a result, the action plan in the field of safety was drafted and the task force on freight wagon maintenance was established. In 2010 the Agency will follow-up the action plan and will continue to work with the task force.

The dissemination activities in different fields will be supported by seminars on specific subjects and, in 2010, the traditional safety conference, giving a transverse view of the development of the Agency's safety activities, will be held in Lille. This time the main theme will be the follow-up of the action plan of the Commission's safety conference.

The amendment to the safety directive through Directive 2008/110 will bring new tasks and challenges, in particular related to the monitoring of certification schemes. With the implementation in the member states of both directives it can be expected that requests for technical opinions and assistance to the Commission will increase.

The Agency activities derived from the Safety Directive and the Train Driver Licence Directive are described below according to the sector of the safety unit to which they are allocated.

Safety Assessment

Following the positive vote at the Railway Interoperability and Safety Committee (RISC) on the EC regulation on the Common Safety Methods on risk assessment (CSMs) and the finalisation of the Agency guides for application for this regulation, the Agency will continue in 2010 with the dissemination of the EC regulation in the different Member States.

The Agency will also develop further the concepts of assessment bodies and of risk assessment criteria. This activity will result in 2010 in technical notes to be agreed within the CSM working group.

The Agency will also analyse the first feedback from the implementations of the CSMs on risk assessment.

These three activities will be the main inputs for the report, which the Agency is required, according to Article 9 of the EC regulation on CSM on risk assessment, to deliver to the Commission before the end of 2011.

The development of the second set of CSMs, which covers methods to check that as far as they are not yet covered by TSIs, the structural sub-systems of the railway system are operated and maintained in accordance with the relevant essential requirements, will continue. Due to the delay in the adoption of the first set of CSMs and the subsequent delay in the adoption of the mandate for the second set it will not be possible to deliver the second set according to the deadline in the directive.

In line with the EC decision on CSM for common safety targets (CST), the Agency will report to the Commission the results of its first assessment of the achievement of the CSTs and national reference values (NRVs).

Further work will be carried out on the development of the 2nd set of CST (based on the experience of the 1st set of CST) and any priority areas where safety needs to be further improved.

The safety assessment sector will also participate in the development of safety related issues raised in the development of the other Agency units, for example in relation to safety essential requirements in the interoperability directive.

Safety Certification

For 2010 the Agency has to face three main tasks in the field of safety certification, which are; the dissemination of the CSM for Conformity Assessment, the development of the recommendation for the certification of entities in charge of maintenance (ECM) and the development of

a migration strategy towards a single Community safety certificate for railway undertakings.

As regards the dissemination of the CSM for Conformity Assessment it is foreseen to carry out workshops in the member states for explaining in detail the different parts of the method and their application in day-to-day operation.

The challenge concerning the ECM certification is that in order to fulfil the legal requirement that companies providing both services, as railway undertaking and as entity in charge of maintenance, can obtain both certificates within only one procedure it must be a certification system in compliance with the aforementioned CSM on conformity assessment. The task force on freight wagon maintenance will also provide input to the future certification scheme.

The ECM certification has been assessed as an urgent measure, considering that we are currently in a transition phase between the old RIV regime and the new ECM regime. The Agency will make endeavours to investigate with the railway sector if transitional measures can be put in place to ensure that safety will not be endangered during this transition.

The migration strategy shall pave the way for a safety certificate no longer composed of two parts, the general Part A, related to the safety management system, and the network-specific Part B, but instead will combine them both in one certificate covering the procedures and their output during assessment. It will have a strong emphasis on post-award inspections carried out in the Member States where a railway undertaking operates. A first report was delivered in 2009, but the full recommendation can only be delivered in 2010, due to the very late implementation of the directive in a number of Member States.

An additional task, related to the train driving licences directive, is to launch the study on the possibility to use a smartcard, combining the driving licence and the complimentary certificate relating to rolling stock and route knowledge. The final recommendation is due in December 2012.

Safety Regulation

The Agency will provide assistance to the Member States on questions arising from the notification of national safety rules, evaluate how these rules have been classified, and register them in its public database. Furthermore, the Agency will assist the Member States to improve the accessibility of the national safety rules. At the request of the Commission, committees and national regulatory bodies, the Agency will prepare technical opinions and advice. The Agency will continue to participate in the RID committee and also assist the Commission in the evaluation of the implementation of the Railway Safety Directive in national law in the Member States.

Safety Reporting

To facilitate the exchange of experience between National Investigation Bodies (NIBs) the Agency will organise and support the network of NIBs in the development of harmonised methods and approaches for accident

investigation and for common principles on drafting and follow-up of recommendations issued by NIBs. The Agency will publish the biennial report 2010 on safety performance in the EU. The work will also include the follow-up to the adoption of the recommendation on Common Safety Indicators within the Member States and the co-operation with EUROSTAT in order to further develop approaches to data consistency and quality. The activities of the reporting sector tend to be more operational and the Agency provides support to investigation bodies and has to be prepared to react to accidents and incidents with a European-wide impact.

Network of Safety Authorities

The Agency supports the National Safety Authorities (NSAs) in harmonising decision making criteria and exchanging best practices. During 2010 four plenary meetings will be organised to inform and to consult the NSAs about the Agency activities in the field of safety, interoperability, ERTMS and cross-acceptance. The meetings will increasingly focus on exchange of information on practices for certification, authorisation to place in service and inspection methods.

Besides this networking, the organisation of taskforces for the annual reports, train driver licensing tasks and the ERTMS focus group to develop harmonised approaches will continue.

Peer reviews among the NSAs have proven to be a useful tool to exchange information on best practices and to build mutual trust. The Agency has provided support to the activity and peer reviews of safety certification will be extended to the whole NSA Network. A parallel such activity, on the authorisation to place subsystems in service, is planned to start with a pilot phase in 2010. The cooperation between NIBs and NSAs shall be strengthened, especially in the fields of safety recommendations and urgent safety notices.

Interoperability Unit

TSIs Development

The Agency is required to produce proposals for new TSIs and to revise already adopted TSIs as identified in the two mandates given by the Commission C(2006) 124-final of 9 February 2006 and C(2007) 3371-final of 13 July 2007 pursuant to Art. 6 of the Interoperability Directive.

This activity includes completion of the TSI that are under preparation or revision:

- Telematic Applications for Passengers (TAP) TSI, followed by development of the European Strategic Deployment Plan,
- Revision of Freight wagon TSI,
- Revision of Rolling stock Noise TSI (definition and the specifications of LL composite blocks for facilitate the migration of freight wagons toward reduction of noise emission),
- Revision of Conventional rail Operation and traffic management TSI

The Agency is also expecting a mandate to launch the activities related to the extension of the scope of the TSIs to the entire Community rail system (Art. 8 of the new Interoperability Directive 2008/57/EC)¹. The possibility and pertinence of merging the HS and CR TSIs and inclusion of the requirements of transverse TSIs (Noise, Safety in Railway Tunnels and People with Reduced Mobility) in the TSIs of structural subsystems will be analysed as well.

While revising the TSIs for the extension of the scope, the remaining open points will be closed wherever possible. Particularly this will include closing of open points for the 1520 mm track gauge system in Conventional rail Infrastructure, Energy and Locomotives and Passenger Rolling Stock TSIs.

In addition the Agency will continue the activity related to the "Guide for the Application of TSIs"; an update of the general provisions of the Directive will be published on the web site of the Agency by June 2010 while maintaining the list of applicable standards and dedicated guidance for adopted TSIs.

Technical Coordination

In order to support the development of the TSIs and ensure their efficient implementation, the Agency will continue to coordinate its TSIs related activities with the standardisation bodies, the bodies notified according to Article 28 of the new Interoperability Directive 2008/57/EC (NoBos) and NSAs. This coordination will keep on providing valuable feedback about the conformity assessment of interoperability constituents and verification procedure for subsystems.

Furthermore the Agency will launch the peer review activity on the Place Into Service (PITS) process aimed to support the NSAs harmonisation and to establish and reinforce a mutual trust between them.

In addition to this and when requested by the Commission, the Agency will support TSI implementation providing its technical opinions on critical errors, interpretative questions, derogations and refusal of PITS of some vehicle by NSAs. Moreover, the Agency will carry out a technical examination of the new national technical rules submitted to the Commission.

The Agency will also keep the technical documents related to the TSIs up-to-date.

Monitoring and Evaluation of Interoperability

The Agency will keep on publishing the biennial report on interoperability progress in the EU. The second report will be issued in March 2011. In 2010 the Agency will begin the report preparation by collecting all useful data in order to assess the evolution of interoperability in the European Union.

¹ The Agency has not yet been given a mandate for extension of the scope of the TSI, but this work programme assumes that such mandate will be given to the Agency by the end of 2009 on the basis of the Agency Recommendation on the extension of the geographical scope of the TSIs (ERA/REC/07-2009/INT).

Vocational Competences

The Agency will continue the activities related to vocational competences on common uniform criteria including training and assessment aspects. Regarding the profile of other crew members performing safety-critical tasks the agency, as a follow up to the respective report delivered to the Commission mid 2009, will finalise the drafting of recommendations on possible regulatory measures and launch the communication and consultation process. In 2010 the agency intends also to finalise the communication and consultation process on recommendations regarding examiners and examinations as well as on a system for accreditation of training centres, both drafted in 2009.

In regard to the implementation of the Driver Licence Directive in national regulation the Agency will continue to support the structured cooperation and exchange among Member States initiated in 2009.

As foreseen by the Driver Licence Directive Member States may request a cost-benefit analysis in regard to the application of the Directive provisions to drivers operating exclusively on national services of one Member State. The Agency will have to carry out such CBAs upon Commission's request. Based on the implementation time frame described in Art 37 of the Directive such requests are most likely to be received in the years 2009 – 2011.

Registers and Databases

Having set up the Database of Interoperability and Safety Documents (ERADIS), the Agency provides a public access to the following interoperability related documents:

- EC Declarations of verification of subsystems,
- EC Declarations of conformity of interoperability constituents,
- EC Declarations of suitability for use of interoperability constituents,
- Authorisations for placing in service of infrastructure and fixed installations,

In accordance with the TSI on Operation and Traffic Management the Agency will continue keeping and updating of the register of Vehicle Keeper Markings.



The Agency will host and maintain the Virtual Vehicle Register (VVR), which connects all the National Vehicle Registers (NVR) kept by the Member States.

Moreover, by April 2010 the Agency will publish its final recommendation on the Register of Infrastructure (RINF). By June it will also issue the recommendation on specification of the European Register of Authorised Vehicles Types (ERATV). In the second semester the Agency plans to launch a pilot project for the IT application of this register.

ERTMS Unit

The Agency will exert its role as the system authority for the specifications for the European Rail Traffic Management System (ERTMS) both for the European Train Control System (ETCS) and the European railway radio system – GSM-R.

It will manage the change control process for the ERTMS specifications and the configuration control of the reference baselines, ensuring their quality and completeness, and taking particular account of their relevance for safety-critical applications and the imperative to ensure full interoperability. This will include the maintenance of the ETCS version currently in force, and the development and progressive validation of the stable set of specifications for the new ETCS Baseline 3, compatible with the current version of the system. This latter activity in particular will take into account the results of the relevant test and simulations projects carried out in the frame of the multiannual TEN-T grants program.

The Agency will carry out the examination of the procedures for verification and placing into service of ERTMS, with appropriate Working Parties with Notified Bodies and National Safety Authorities, coordinating the work to assess the effectiveness of the test and certification processes and deliver the report to the Commission, including, where necessary, the appropriate recommendations for improvements. When examining the placing into service, cooperation and coordination between the ERTMS and Cross Acceptance Unit will be ensured.

The Agency will carry out the evaluation of the possible impact of the Commission Decision of 23/4/2008 and of the mechanism to be envisaged to facilitate the migration of ETCS projects to full compliance with said Decision, based on the information notified by the Member States.

The Agency will assess the feasibility and define mechanisms for an ETCS onboard test architecture offering the possibility to closely represent the functional scenarios corresponding to specific lines, collecting test sequences drawn up at national/corridor level. In parallel the Agency will outsource the work of compiling the test specifications for the ETCS baseline 3 and validating them with appropriate laboratory tools.



In this context we welcome and appreciate the commitments made by the sector and the Commission in the ERTMS Memorandum of Understanding signed on the 4/7/2008 which are essential to enable the Agency to deliver according to expectations.

The Agency will conclude the revision of the TSI CCS for the High Speed and the Conventional Railway system, addressing the resolution of TSI Open Points in cooperation with the activities on Cross Acceptance.

Cross Acceptance Unit

The core objective of the cross acceptance unit is to facilitate the mutual recognition of national rules, processes and authorisations particularly those relating to placing in service of vehicles, as a "bridge" until a complete set of TSIs is in place and the railway system conforms to these TSIs.

In June 2009 the list of parameters to be checked in conjunction with the placing into service of non TSI conform vehicles and the classification of national rules was adopted by the RISC Committee, based upon a recommendation of the Agency. As an interim measure a spreadsheet version of the Reference Document envisaged by Article 27 of the Interoperability Directive will be compiled collating the various national rules applied by the Member States in respect of the parameters. In 2010 the final structure of the Agency Reference Document, expected to be an IT database, cross-referencing the equivalence of national rules in respect of any particular parameter will be put in place. When the Reference Document is in place checks on a vehicle already authorised in a first Member State may only be carried out by a second Member State in respect of rules covering parameters that are not equivalent but necessarily specific to a particular infrastructure.

With the development of corridors and the opening of the international passenger market taking place in 2010 the demand for cross acceptance is expected to substantially increase and remain at a high level until the convention rolling stock TSI is in force, compliant rolling stock is being placed into service and the open points and national options in respect of ERTMS have been closed out. Because of this cross acceptance of both rolling stock and CCS elements of vehicles will need to play a significant part in the ongoing development of an open market for railway operation and the suc-

successful roll-out of the corridors. The Agency will continue to work closely with the stakeholders to facilitate this.

The tasks of setting up the Reference Document database, populating it, and determining equivalence represent a substantial additional workload, and although full use will be made and account taken of pre-existing bi-lateral and multi-lateral cross acceptance arrangements, there will still be the need for a number of new staff for the unit in 2010 to manage the implementation of the database, its population and the evaluation of equivalence of rules. However, it is anticipated that the savings to the sector in the reduced costs of authorisation are expected to be an order of magnitude greater than these costs.

Bearing in mind that national rules are at the heart of the cross acceptance unit's activity the Agency has transferred the responsibility for national technical rules from the Interoperability unit to the cross acceptance unit. Support will be provided by the Safety Unit.

In order for mutual recognition of authorisation to take place it is also necessary to complement the mutual recognition of the requirements of national rules with the mutual recognition each other's related checking and authorisation processes. To this end the Agency will complete the work, started in 2009, to share understanding and document the different national legal frameworks and approaches to vehicle authorisation with the objective of encouraging a common approach to the implementation of the provisions of directive 2008/57 in respect of vehicle authorisation.

In a number of specific technical areas progress towards mutual recognition and a single set of European Specifications (TSIs) is hampered by a lack of a commonality of understanding of the nature of the issues to be addressed. Following on from the study into EMC carried out in 2009 the Agency will identify and commission appropriate studies in other areas where further knowledge is required to enable mutual recognition, a common approach, and finally, common specifications to be adopted.

In 2010 the Agency will further increase its contribution to the research agenda. Coordinated by the Cross Acceptance unit the Agency will clarify its needs and improve their support the bodies carrying out research to ensure that their outputs best meet the emerging needs.

The unit will continue through the year to coordinate the Agency's strategic agenda and planning processes in the form of an annual and a multi-annual work programme.

Economic Evaluation Unit

As in the previous years, the Economic Evaluation unit will further support the other operational units in their efforts to provide the most economically efficient recommendations fulfilling the aims of

the Directives. This task is far from routine because of a few significant events, among which:

- The creation of the cross-acceptance unit, as a response to various requests in the Agency Regulation; this will lead the Economic Evaluation unit to compare the predictability, costs and delays of national acceptance processes with European processes described in the Directives;
- The TSI scope extension, the adoption of which will be strongly influenced by economic appraisal, as foreseen in the Interoperability Directive; this strong influence requires in-depth analysis, much beyond the "best alternative" approach that proved sufficient in most cases in the past;
- The technical, economic and financial analysis of ERTMS migration, especially with regards to version change, as foreseen in Art. 21 of the Agency Regulation, and in close cooperation with the ERTMS unit and Commission bodies (DG TREN, TEN executive Agency, European Investment Bank).

Also, and as foreseen long ago, it is clear that the development of the 2nd set of Common Safety Targets will involve economic analysis, in particular with regards to the side-effects of enhanced safety.

In order to support the aforementioned tasks in a consistent and efficient way, the Agency will further develop and deploy its DREAM project. As the acronym tells, DREAM (Database for Rail Economic Analysis Management) was initially conceived as a data warehouse, but the analysis undertaken in late 2008 showed that DREAM should incorporate two further functionalities: assessment model generation, and collaboration tools. Model generation is a means to enforce consistent economic modeling, to foster readability and re-usability of models (e.g. in case of intermediate or ex-post evaluation). The collaboration tools would allow sharing economic analysis across the extranet with the stakeholders and other interested and authorized parties. These functions will be prototyped in late 2009 and implemented in 2010, if indeed successful. The overall aim is both quality and transparency.

Pillar II – Administration & Support Services

Administration Unit

After a year of very significant changes in the administrative area in 2009 (removal to new headquarters in Valenciennes, introduction new systems for financial and HR management and a document management system etc.) the year 2010 will mainly focus on consolidation and improvement of established procedures and tools in place.

Important inputs for this process will be the outcome of the regular and specific audits, a staff survey planned for 2009 and the general development of the activities of the Agency.

Human Resources

The prime asset of the Agency is its highly qualified staff. Given the significant number of short term staff, the recruitment function will be crucial for the success of ERA also in 2010. Additional resources will be allocated to this area to enable the recruitment procedures to be dealt with faster and the selection techniques and processes will be developed in light of best practices within other European and international organisations. In this context the use of psychometric tests will be considered.

In terms of existing staff, additional effort will be made to improve the planning and support of training activities and their integration in a systematic career development. This will also be supported by increased internal mobility and the annual performance appraisal and reclassification procedure which will be guided intensively by the HR Sector.

Additional attention will also be given to maintaining contact with former staff in order to establish a network within and outside the railway sector.

The new management tool “e-HR” (originally developed by EASA) will be developed further to address ERA’s specific needs and additional modules (such as e-recruitment and appraisal procedure) are planned to be launched in 2010. This will also be an occasion to systematically review all the related procedures and ensure that they are properly documented and comply with all legal requirements such as data protection, internal control and risk management. The reporting possibilities will also be reviewed and where necessary enhanced to improve the quality of the information to be provided to the management.

Particular attention will be given to the involvement of the Staff Committee and the Staff Club in the developments in the HR area.

Finance, Accounting and Procurement

2010 will be the first full year in which the integrated IT tool ABAC is used. To the extent that this has not happened in 2009, all the related procedures will be reviewed and documented as part of the overall validation. Focus will also be on simplification of the procedures to the greatest

extent possible with a view to ensuring a speedier processing of commitments and payments. Quality targets will be introduced and monitored and a system of ex-post controls implemented.

In addition, the quality of the management reports will be reviewed in order to optimise the use made of the possibilities provided by the new system.

An effort will be made to strengthen the annual procurement planning which together with an increase of the allocated staff shall ensure a smooth implementation. To facilitate the planning, ABAC Contract will be introduced to support the decentralised contract management.

Information Technology

The implementation of the findings of the Enterprise Architecture Study carried out in 2009 will form the general framework for the activities in 2010.

As mentioned, in the administrative area focus will very much be on consolidation and further development of the new systems put in place in 2009. In combination with increased focus on the support services this aims at improve the way the basic functioning of the Agency’s activities are facilitated. A general objective in this context is to promote e-administration and thereby abandon the use of paper wherever possible.

The most important operational projects foreseen for 2010 are the consolidation of the European Community Virtual Vehicle Register (ECVVR), Personnel Database and Interoperability Database systems. The collaboration space in extranet will be further developed to offer enhanced functionalities. The DREAM project for economic evaluation is planned to leave the prototype phase and be ready for the production environment. Additional key projects that will be started are the Vehicle Type Register and the Reference Document Database for Cross Acceptance. The ECCAIRS database for Safety, supporting accident investigation, following the results of 2009 assessment, will see the migration of the accident part of ERA database to ECCAIRS with a taxonomy adapted to Safety needs.

The possibilities of increasing the tools available offsite will be explored with a view to improve the efficiency of the work.

Premises and facilities

In Valenciennes the main task will be to deal with the issues arising from the first months of occupation of the new headquarters.

Concerning Lille, it will be necessary to review the needs for meeting facilities as the present premises can no longer accommodate certain of the Agency’s meetings.

Part 2

Table of Activities by task





Table of Activities by task

	=	Tasks on request
	=	New task (Framework Mandate, Driver Licensing or Directive Amendments)
AR	=	Agency Regulation (Regulation 881/2004 (EC) and proposal for amendment)
SD	=	Safety Directive (Directive 2004/49 (EC) and proposal for amendment)
ID	=	Interoperability Directive (Directive 2008/57/EC)
DL	=	Driver Licensing Directive (Directive 2007/59)
FM	=	Framework Mandate (Commission Decision of 13/07/2007)

Safety Unit

Work	Legal Basis	Of	Overall Objective
Certification			
Evaluate the development of safety certification with recommendations on a strategy for migration towards a single Community safety certificate.	Art. 10.7	SD	Support the introduction of a single certificate combining European validity and network wide validity.
Development of Guidelines on set-up and implementation of safety management systems for Rus, lms and ECMs	Mandate under Art. 6(3)(b)	SD	Support the harmonisation of safety management systems through a sector-wide approach.
Investigation of connectivity of registers for drivers licences and complementary certificates	COM decision (to be adopted)		Facilitating the exchange of information concerning licences and complimentary certificates
Preparation of a draft for the technical and operating specifications for train driver smartcard, supported by a study contract	Art 34 Art 16b 1 (e)	DL AR	Facilitating the use of smartcards combining the licence and certificates provided for in Article 4 of Directive 2007/59/EC
Recommendation of a certification system for the entity in charge of maintenance in accordance with Art. 14a of amended Directive 2004/49/EC (by Directive 2008/110/EC) and a complementary study on maintenance workshop certification	Art14a Art 16a	SD AR	Harmonised requirements for entities in charge of maintenance of railway vehicles
Organisation of a task force on freight wagon maintenance	Art. 21b	AR	To deal with urgent measures in relation to wheelset design and maintenance and to review the different maintenance regimes for freight wagons
Regulation			
At request of the EC, carry out a technical examination of new national safety rules and at request of the National Regulatory Bodies and the DER Committee examine safety related aspects	Art. 9A, 10 and 21b	AR	Prevention of further diversity of rules concerning TSIs, CSTs and CSMs and examination of other safety related aspects.
At request of the EC, the Agency will examine the transposition of the Railway Safety Directive into the national legislation of the Member States	Art 30(2b)	AR	Assist the EC to monitor the implementation of the Railway Safety Directive into national law in the MS
At request of the EC, the Agency will participate in the international committees on the transport of dangerous goods (RID).	Art 6(2)	AR	Assist the EC to monitor if the RID is consistent with EU railway legislation
Promote accessibility of national safety rules	Art 19 1 (f)/Art 8	AR/SD	To provide a basis for the evaluation of the rules by the Agency and the monitoring of the rules by the Commission, including assistance to the MS
Reporting			
Report On Safety Performance of Member States	Art 9.2	AR	Measurement and presentation of railway safety performances reached in MS
Monitoring and development of data quality for Common Safety Indicators	Art 9.1	AR	Follow up to the implementation of ANNEX 1 recommendation for the harmonisation of CSIs of Directive 2004/49/EC

	Timing	Output in 2010	Unit Staff
			6 + 1 END
	Dec 2010	Recommendation to the Commission	
	June 2010	Agency Guidelines	
	Report 2011 or 2012	first questionnaires to competent authorities	
	Dec 2012	Report with preliminary analysis	
	July 2010	Recommendation to the Commission Measures to cover the transition period	
	July 2010	Report to the Commission	
			7 + 1 END
	Report within two months of the request	Technical opinions to the EC, National Regulatory bodies and the DER Committee and advice to the EC	
	ongoing	Report to the EC	
	ongoing	Recommendations to the EC	
	ongoing	Evaluation of rules and proposals for measures to improve safety regulation and accessibility	
			7 + 1 END
	Every two years	Publication of biennial report on railway safety performance in the EU	
	Recommendation Sept-08	Follow-up of the implementation of the new Annex I	

Work

Legal Basis

Of

Overall Objective

Cooperation and coordination of NIBs, supported by seminar activities	Art 21.7	SD	Facilitating the exchange of views and experiences of Accident Investigation Bodies by organisation of a network and network meetings
Co-operation with Eurostat	Art 9.3	AR	Co-operation with Eurostat to avoid any duplication of work and to ensure methodological consistency between the common safety indicators and the indicators used in other modes of transport
Collection and evaluation of accidents reported by NIBs to the Agency	Art. 19 and Art. 24	SD	Facilitating the exchange of information between accident investigation bodies, MS and stakeholders to improve railway safety performances in MS by analysis and dissemination of "Lessons learned from accidents"
Assessment			
Agency report on the assessment of achievement of NRVs and CSTs	Art 4	EC Decision on CSM for CST	According to the EC decision on CSM for CST, the Agency shall annually report to the Commission the results of its assessment of the achievement of the CSTs and NRVs
Development of the 2nd set of CST	Art 7 (3)	SD	Development of the 2nd set of CST based on the experience of the 1st set of CST and any priority areas where safety needs to be further improved
Development of the revision of the EC regulation on the 1st set of CSM	Art 9 (4)	EC regulation on the 1st set of CSM	Agency report on the revision of the first set of CSM taking into account <ul style="list-style-type: none"> – an analysis of the experience gained by the proposers with their first applications – an analysis of the experience of the proposers for their decisions on the significance of the changes – the uses of codes of practices within the CSM process – the overall effectiveness of the CSM process – the development on the risk acceptance criteria and the assessment bodies
Development of the 2nd set of CSM, including a study contract on monitoring practices	Art 6 (3)	SD	Development of the 2nd set of CSM according to mandate 04/49 MA05 asking to develop the methods used by the different actors of the railway sector to monitor that their systems continue to fulfil their safety requirements when operated and maintained,

	Timing	Output in 2010	Unit Staff
	ongoing	Report to EC via the 2010 progress report on developing common investigation methods, drawing-up principles for follow-up of safety recommendations and adaptation to the development of technical and scientific progress	
	ongoing	Co-operation with EUROSTAT through regular meetings, including training of Agency staff	
	ongoing	Analysis and evaluation of accident reports and safety recommendations elaborated by NIBs, Support NIBs in accordance to Art. 21 (5) of Directive 2004/49/EC by accident investigation or elaboration of safety recommendations	
			6 + 1 END
	March 2010	Report to EC	
	April 2011	Report to EC via the 2010 progress report	
	December 2011	Report to EC via the 2010 progress report	
	June 2012	Report to EC via the 2010 progress report	

Work	Legal Basis	Of	Overall Objective
Horizontal Activities			
Other measures in the field of safety	Art 6.2	AR	Clarification of items concerning safety which are not covered by the four sectors of the Safety Unit
Transitional Measures	Art 6.3	AR	Recommendations to the Commission for the transitional period preceding adoption of CSTs and CSMs and technical specifications for interoperability
Keep a public database on safety related documents	Art 19 1 (c)	AR	Improve transparency and exchange of information
Cooperation between NSAs and NIBs	Art 6.5	AR	Facilitate the exchange and harmonisation of information, experiences and methods used between NSAs and NIBs
Establishing a Network with NSA in accordance to Art. 17 of Directive 2004/49/EC	Art. 9	AR	Facilitate the exchange and harmonisation of information, experiences and methods used among NSAs Supporting the harmonisation of decision making criteria in accordance to Article 17 of Directive 2004/49/EC
Support to candidate countries through an instrument for pre-accession (IPA)	Art. 1	AR	Facilitate the integration of authorities and bodies in candidate countries in the work of the Agency and prepare them for accession

Total for unit



Timing	Output in 2010	Unit Staff
		3+ 3 Administrative Assistants
ongoing	Recommendations to the Commission, if appropriate	
ongoing	Recommendations to the Commission, if appropriate	
ongoing	Database already available; regular reviews and updates, in particular concerning accident causation taxonomy (subject to study contract)	
ongoing	Organisation of common meetings with NSAs and NIBs and a safety conference with all stakeholders	
ongoing	Support to the network and organisation of network meetings	
November 2011	Organisation of seminars, traineeships and training courses	

31 + 4 ENDS



Interoperability Unit

Work	Legal Basis	Of	Overall Objective
TSIs Development			Technical support for implementation of rail interoperability
Infrastructure (INF)	Art 12	AR, FM	Definition of an optimal level of technical harmonisation of the European railways to facilitate, improve and develop international rail transport services within the EU, and contribute to the interoperability of the rail system as well as creation of the internal market for railway products and services.
Energy (ENE)	Art 12	AR, FM	
Passenger Carriages & Traction Units (LOC&PAS)	Art 12	AR, FM	
Telematic Applications for Passengers (TAP)	Art 12	AR, FM	
Telematic Applications for Freight (TAF)	Art 12	AR, FM	
Freight wagons (WAG)	Art 12 (b) Art 2.1	AR, FM	
Operation (OPE)	Art 12 (b) Art 2.1	AR, FM	
Noise (NOI)	Art 12 (b) Art 2.1	AR, FM	
General for INF, ENE, LOC&PAS	Art 12 (b) Art 2.1	AR, FM	
General for transversal TSIs (Persons with reduced mobility (PRM), Safety in Railway Tunnels (SRT), Noise)	Art 12 (b) Art 2.1	AR, FM	
Coordination of TSIs			
Coordination with ESOs	Art. 4.2	Mandate 2006	Alignment of the work of ERA and Standardisation Bodies
Coordination with NB Rail	Art 12 (d)	AR	Assist the Commission by organising and facilitating cooperation of Notified Bodies
Evaluation of National Technical Rules	Art 2.3.5	FM	Technical evaluation of the NTRs in use for the implementation of the Essential Requirements
TSI Implementation Guide	Art 2.3.1	FM	Assistance to the MS and all stake holders in application of TSIs, guidance on using the TSIs and in particular references to European standards

Timing	Output in 2010	Unit Staff
		17
Jan 2010	Launching of the revision for extension of the geographical scope, closing of open points (incl. 1520 track gauge system)	
Jan 2010	Launching of revision for extension of the geographical scope, closing of open points (incl. 1520 track gauge system)	
Jan 2010	Launching of revision for extension of the geographical scope, closing of open points (incl. 1520 track gauge system)	
Apr 2010	Completion of TSI. Final draft	
Jun 2010	Intermediate report on TAF TSI revision due to TAP TSI impact (including clarification of the actual scope of ESDP)	
Jun 2010 Dec 2010	Completion of TSI including extension of the geographical scope Preliminary draft Final draft	
Jun 2010 Jul 2010	Completion of revision of CR TSI. Final draft Launching of revision for extension of the geographical scope, closing of open points	
Apr 2010	Completion of revision of TSI. Consultation	
Sep 2010	Report on pertinence of merging HS and CR TSIs.	
Sep 2010	Report on pertinence of inclusion of requirements directly in the TSIs for structural subsystems.	
		6
Ongoing	Requests for Standards when necessary	
Ongoing	Regular coordination meetings and strategic meeting + Subgroups	
Ongoing		
June 2010 Ongoing	Update of the general guide Specific guides for adopted TSIs Update of lists of standards	

Work

Legal Basis

Of

Overall Objective

General support on TSI implementation (IQ, Minor errors, Opinion on SA refusal PITS)	Art s2.2.2/2.3.4	FM	Assist the EC with technical expertise on Interpretive Questions and errors to assess their impact and to suggest possible solutions.
Coordination with NSAs	Art. 6.5	AR	Organisation and facilitation of cooperation between NSAs in respect of TSI and Interoperability
Evaluation of Derogations	2.3.2	FM	Assist the EC with technical expertise to evaluate national derogations. Avoid unnecessary divergence from TSIs
Monitoring			
Monitor the quality of the work of NoBos and check Nobos to ensure criteria (An VII of ID) are met	Art 13	AR	Ensuring quality and consistency of the work of Notified Bodies
Report on Interoperability	Art 14.2	AR	Identify indicators to measure interoperability progress. Understanding of progress towards the objectives
Promote Interoperability (innovations, procedures for implementation, assist the Commission)	Art 21	AR	As specified by the Commission
Examination on Interoperability Projects	Art 15	AR	Ensuring that the projects (in particular co-financed by the EC) are in line with the interoperability principles. Avoid unnecessary divergence from TSIs
Vocational Competences			
Preparation of draft Community criteria on the choice of examiners and examinations	Art 16 b - 1 (c) Art 25	AR DL	Supporting Member States in regard to their task of choosing examiners and examinations.
Assisting to the cooperation amongst Member States in the implementation of the Train Drivers Directive.	Art 16 b - 1 (f)	AR	Facilitate and improve the implementation process on national level by coordinating common understanding regarding Directive provisions and by providing opportunity to meet and exchange experiences.
On request to carry out cost/benefit analysis on application of Train Driver Directive in regard to drivers operating exclusively on the territory of the requesting Member State.	Art 16 b - 1 (g)+(h)	AR	Provide structured and reliable figures and information on the effects of implementation in order to allow the Commission to take decisions on the Member States requests in a transparent and comprehensible way
Report on profile and tasks of other crew members performing safety-critical tasks and on possible options for certification in accordance with Article 28 of Train Driver Licence.	Art 16c	AR	Identify the profile and tasks of other crew members performing safety-critical tasks which should be regulated at Community level
Recommendations in regard to a system for accreditation of training centres	Art 17.2	AR	Facilitate the mutual recognition of training services in particular those offered in the context of train driver certification

	Timing	Output in 2010	Unit Staff
	Ongoing	Opinions on request from the Commission	
	Ongoing	Regular meetings of the NSA Network and task force (interoperability issues), peer reviews	
	Ongoing	Opinions on request from the Commission	
			2
	Ongoing	Opinions on request from the Commission	
	Ongoing		
	On request	Delivery of the requested outputs	
	On request	Report as request by the Commission	
			2
	June 2010	Final draft recommendation	
	Ongoing	4 meetings/year	
	Ongoing	Report at the request of the Commission	
	June 2010	Final draft recommendation	
	Sept, 2010	Final draft recommendation	

Work

Legal Basis

Of

Overall Objective

Databases and Registers			
European Register of Authorised Types of Vehicle	Art 34 of 2008/57/EC	ID	Enabling the stakeholders to obtain the information on the types of vehicles authorised in different MSs, facilitating the data exchange between the NSAs
Register of Infrastructure	Art 35 of 2008/57/EC	ID	Establishing compatibility with rolling stock Establishing progress with establishment of TSI compliant Infrastructure Specification
Vehicle Keeper Marking (VKM) register	Art. 19.1 (k)	AR	The register of vehicle keeper markings kept by the Agency in accordance with the TSI on operation and traffic management ensures uniqueness of the vehicle keeper markings
Setting up of the Database of Interoperability and Safety Documents (ERADIS) (including ECVVR, VKM)	Art 19	AR	Collect and publish on the Agency's website railway interoperability related documents: EC declarations of verification of subsystems, EC declarations of conformity of constituent, EC Declaration of suitability for use of constituent, Authorisations for putting into service concerning fixed installations.

Total for unit

ERTMS Unit

Work

Legal Basis

Of

Overall Objective

Update the ERTMS specifications	Art 21 a 1	AR	Write, review and validate the necessary specification documents for ETCS and GSM-R, with the required level of quality, using the resources available internally, external consultants and the sector contribution
Set up a procedure for (ERTMS) change management and a register for changes	Art 21 a 2	AR	Definition of Change Control Management (CCM) procedure, agreement and enforcement of the procedure with the sector; Design, update and populate the Change Request database; In addition, writing and revision of the specification document
Develop a Version Management Strategy;	Art 21a 4	AR	Validate with sector the technical mechanism; define the operational constraints for ETCS and separately for GSM-R
Assess the costs and migration mechanisms for early implementations before Commission Decision of 23/4/2008	Art 21a 4	AR	Based on notification from MS, based on inputs from IM as required in the new ERTMS MoU, ERA will take stock of the costs claimed by early implementers and review the possible technical migration mechanisms . ERA will support the Commission to identify possible financial mechanisms to support migration.

Timing	Output in 2010	Unit Staff
		4
Jul 2010	Recommendation on specification of the register.	
April 2010	Final draft	
Ongoing	Publication of updated VKMs on first Wednesday of each month (except August)	
Ongoing	Ongoing update of the databases	

31

Timing	Output in 2010	Unit Staff
2012	December 2010: second draft of SRS 300; first draft of Operational Rules; second draft of DMI specifications; other lower level interface specifications updated	
ongoing	ongoing: CR Database in operation; second half 2010 update of Agency Document if necessary;	
ongoing	Validation of SVM specifications for ETCS based on results of TEN-T program second half 2010; definition SVM for GSM-R Dec. 2010	
No deadline in Regulation	Dec. 2010: assessment report to the Commission based on available notifications	

Work

Work	Legal Basis	Of	Overall Objective
Set up NoBo WG and NSA Cooperation to evaluate Verification and Authorisation. Recommend appropriate measures to the Commission in the case of risk of incompatibilities between networks and vehicles	Art 21a 5	AR	Survey the application of EC verification and of authorisation to place into service with NoBos and NSA. The analysis of procedures for authorisation to service will be joint with Cross Acceptance (authorisation for vehicles compliant with TSI vs vehicles compliant with NNTR)
CCSTSI	Art 2.1	FM	Revision of the two CCS TSIs including open points, extension of the scope; technical opinions to the Commission on critical errors
Support the EC to develop EU deployment plan and coordinating ERTMS installation along corridors. Support for other units	Art 21a 3	AR	Survey of implementation versions, support on request
Evaluate ERTMS certification	Art 21a 7	AR	Evaluate test and certification procedures, in particular the role and organisation of test laboratories and test centres
Outsource ETCS system Test compilation	Art 21a 7	AR	Write the terms of reference, procure and manage the external contract

Total for unit

Cross Acceptance Unit

Work

Work	Legal Basis	Of	Overall Objective
Agency Strategy, long term plan, work programme and annual report	Art 25 2	AR	Plan and review the Activities of the Agency and the Unit
Coordinate the Agency's approach to research	Art 6.2 Art 26 Art 12 (b) & (c)	ID SD IR	Facilitate alignment between the research needs of the Agency and research carried out by the bodies commissioning research to enable the Agency's recommendations to take account of scientific and technical progress and market trends Coordination of Agency involvement in research activity
Coordinate the Agency's relationships with stakeholders	Art 3	AR	Overview review the activities of the Agency with stakeholders. Identification of specific problem areas
Review the list of parameters in Section 1 of Annex VII to the directive and make recommendations	Art 9b 2 Art 27 2	AR ID	Ensure consistency between the parameters checked for TSI conform and non TSI conform vehicles Review and update the list as necessary (eg when new TSI is published)
Facilitate the harmonisation of decision making in respect of national rules and autorisation processes related to placing vehicles and vehicle related subsystems into service.	Art 17.4 Art 9 b 3 Art 21a 5,6,7 Art 27 3	SD AR AR ID	Ongoing facilitation of the exchange of views and experience for the purpose of harmonising Member State decision-making criteria in respect of the authorisation processes and requirements in national rules relating to the vehicle parameters to be checked including those involving on board ERTMS (with ERTMS unit)

Timing	Output in 2010	Unit Staff
ongoing	Second half 2010: Report to the Commission on the procedures; if necessary Recommendations in case of incompatibilities or non-equivalence of ERTMS related NNTRS	
ongoing	November final report, December final text July: Launching of revision for extension of the geographical scope*	
	On demand support	
ongoing	Report to the Commission with recommendation for improvement; second half 2010 in parallel with work on authorisation procedures	
Dec 2010	Launch contract 1st quarter; set of specifications, validation report, acceptance from existing laboratories for December 2010	

14

Timing	Output in 2010	Unit Staff
ongoing	Maintenance strategy and Agency long term plan, 2011 work Programme and 2009 Annual Report	
ongoing	Internal reviews of Agency research needs and of the impact of sector research on Agency recommendations. Regular meetings of the Agency Research Steering Group	
ongoing	Regular review meetings	
ongoing	Update of list of parameters as required	
Ongoing	Working party and sub-group meetings. Review of Member State's processes and legal framework for vehicle authorisation (including processes to be adopted for corridors). Documentation of the legal frameworks in the Reference Document	

Work	Legal Basis	Of	Overall Objective
Draft Reference Document cross referencing national rules for placing vehs in service and update thereof	Art 9 b 3 Art 27 3	AR ID	Implement and maintain the database tool that constitutes the Reference Document
National Technical Rules	Art 2,3,4 + Art 9a	FM + AR	Evaluation of NTRs notifications
Evaluation of national rules	Art 9 b 3 Art 27 3	AR ID	Establish equivalence between national rules to facilitate mutual recognition of rules and authorisations
Studies into technical obstacles to mutual recognition of national rules	Art 9 b 3 Art 27 3	AR ID	Study the undepinning technical basis for the different national requirements in national technical rules
When called upon by an NSA or the commission provide opinions on the equivalence of national rules	Art 10.2 (a)	AR	Facilitate mutual recognition of national rules related to vehicles and their authorisation
Provide an opinion when called by the competent appeal body referred to in Art 21 (10) of interop directive in the case of an SA refusal to authorise PITS	Art 10 2 (b)	AR	Technical opinion to facilitate appeals

Total for unit



Timing	Output in 2010	Unit Staff
Ongoing	Spreadsheet version of Ref Doc end 2009; IT version late 2010	
Ongoing	Reports to the Commission on request	
Ongoing	Entry of national rules into the Reference Document: A,C categorisation of the rules according to equivalence	
Ongoing	2 studies facilitating the evaluation of national rules	
2 months	As required	
2 months	As required	

13 + 1 END



Economic Evaluation

Work

Legal Basis Overall Objective

Evaluation of Agency recommendations	ID Art 6, 8 SD Art 7	Provide an impact assessment for each Agency recommendation to support decision-making (internal and external)
Opinions in the context of projects or corridors, incl. ERTMS migration	AR Art 21	Provide assistance to the Commission, upon request, in evaluating economic rationale leading to requests for derogations or for EU funds
Methodology and data management	Support to the above	Ensure transparency of works and create confidence by sharing methodology, methods, data and results with all concerned stakeholders (within the boundaries of confidentiality rules generally established for, or by the Agency)

Administration

Work

Legal Basis

Of

Overall Objective

Maintain and further improve the management of the Agency's human resources			<ul style="list-style-type: none"> * The timely recruitment of all staff required * Proactive support in the field of training and increased emphasis on training provided by internal staff * Completion of outstanding implementing rules and further documentation of internal procedures * More proactive support in relation to recruitments, staff appraisal etc. with a view to ensure consistency throughout the organisation
Maintain and further improve the financial management throughout the financial cycle from planning and budget preparation to the production of the annual accounts			<ul style="list-style-type: none"> Promote the principle of sound financial management within ERA and more particularly * reduce the time needed for processing financial files * improve the management reporting * introduce ex post controls * proceed with the documentation of internal procedures and validation of the financial system * improve the procurement function in relation to planning and contract management
Maintain and further improve the support in the field of information and communication technologies in relation to operational projects, infrastructure and administrative applications			<ul style="list-style-type: none"> * Support the setting up of new registers and databases for the operational units * Enhance the extranet to facilitate the co-operation with experts from the sector * Support the use and further development of IT solutions in support of administrative functions such as HR management, finance and procurement * Proceed with the establishment and documentation of rules and procedures
Maintain and further improve the physical working environment and the logistic support throughout the Agency			<ul style="list-style-type: none"> * Deal with outstanding issues in relation to the new headquarters in valenciennes * Improve the logistical support for the users of the facilities in Lille in order to facilitate the work in Lille and reduce the negative effects of the double seat * Further the work with user groups concerning the two sites of the Agency * Proceed with the documentation of internal procedures

Total for unit

Directorate

Legal Services, Internal Control,
Communications, Secretariat

Timing	Output in 2010	Unit Staff
	Applied methodologies and assessment reports	4,5
	Reports delivered to Commission, or participation to works of the Commission, or assistance to ERTMS unit	0,5
	General methodology updates, questionnaire management, setup of DREAM database	3
		8

Timing	Output in 2010	Unit Staff
	* All staff foreseen in the establishment plan will be in place (if available) * All relevant implementing rules adopted * The number of internal trainings significant increased * The new HR management tool developed further	10.5
	* ABAC Contracts and Assets implemented * Review and documentation of procedures (including validation of the financial system) * Improved management reporting * Ex post controls introduced	14.5
	* The Virtual Vehicle Register and Safety, interoperability and DREAM databases in place and maintained * HR management, finance and procurement management tools consolidated and developed further	9.5
	* The new headquarters will be fully operational * Increased need for meeting facilities in Lille accommodated	3.5
		38

Support for the Director and Units

10

European Commission

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