



Introduction

The aim of this procedure is to simplify the collaboration for the international path requests between the involved parties, mainly Infrastructure Managers. It is for the preparation of the yearly timetable as well as any change in the current timetable that may happen an for ad hoc traffic.

It is not foreseen to handout the paper to RU's. This procedure is regulated by RNE under handbook rules and based on the RNE documents "*RNE Process Handbook for International Path Allocation for Infrastructure Managers*" and "*Management of paths requested after the 2nd Monday of April*" and on mutual agreement btw. VPE (MÁV Infra) and CFR.

Lexical

International path	<i>An international path is a path through at least one border section.</i>
Border section	<i>A border section is the section of a railway line between two stations, crossing a national frontier.</i>
National path	<i>Paths ending or starting at the border point</i>
Request	<i>If not specified, means "Request for feasibility studies, for the yearly timetable, ad hoc request or late request".</i>



Rail Net Europe

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Version :	1
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I. Operating rules for path requests and allocation - General
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Introduction

The scope of this document is concerning the international path. A request for an international path received by an OSS will be treated in cooperation with VPE and CFR. The OSS receiving the request will insure that the request is also in the hand of the other OSS. The responsible team (see table below and the contact list) will coordinate in order to give a consistent international answer.

The border station, one of the stations is defined as contact station (coordination point) between IM's for timetabling. Only one IM is responsible for timetabling on the border station. But on the border section, no path can be offered without formal mutual acceptance of its timing by both allocation bodies.

The OSS chosen by the customer or if not specified by the customer, the one of the IM dedicated for the border section specified in the table below is responsible to:

1. lead the study;
2. submit the project to the other to allow local studies in the other country;
3. obtain formal acceptance or alternative of the other;
4. draw the consensual timing on the graph as the final result;
5. Transmit the path to the customer.

Each IM is responsible for the acceptance of paths in the border point in its own country.

When requests for international paths are submitted separately through national processes, IM will construct path on border section only if "national" path requests placed by cooperating RU on both infrastructures and are mutually harmonised.

The following table gives a list of the border point and the leading IM on the concerned section:

Border point	Section of the concerned track Fromto	Responsible and leading IM for timetabling on the section of the concerned track
Carei	(Nagyecsed) – Tiborszállás - Carei	VPE
Nyírábrány	Nyírábrány – Valea lui Mihai	CFR
Biharkeresztes	Biharkeresztes – Episcopia Bihor	CFR
Salonta	Kötegyán - Salonta	VPE
Curtici	Lőkősháza - Curtici	VPE



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II. Operating rules for path requests and allocation – Specific Rules
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Some specific rules have been foreseen for:

- Pre-constructed train paths
- Request for feasibility studies and for the yearly timetable
- Late requests and ad-hoc requests received more than 30 days before the first day of operation
- Late requests and ad-hoc requests received 30 days or less before the first day of operation
- Instant Capacity
- Late path alterations for track works

A) Pre-Constructed train paths

CFR and VPE share a common catalogue of pre-constructed train paths. They agreed on keep it up-to-date at least one time by year.

This catalogue of pre-constructed train paths is managed and shared in close cooperation by the timetable department of VPE and CFR. This catalogue must be given to the Corridor Manager and to the OSS.

B) Requests for feasibility studies and for the Yearly timetable

The deadlines for path request for feasibility studies and the yearly timetable is issued by RailNetEurope:

- between 18 and 9 months before the start of the yearly timetable for feasibility studies
- before the 2nd Monday of April for requests for the yearly timetable (8 months before)

All international path requests with all details are submitted preferably using Pathfinder or the international RNE form for the whole length of the journey.

During the week after the second Monday in April, VPE and CFR check with all required documents that they both have all of the paths request asked within an international request. These path requests will receive a consistent international answer.; the final target being that all requests for international paths are transmitted and studied through the RNE tools.

During the process of building the yearly timetable, the responsible schedulers listed in the contact list make all necessary steps to coordinate their work during the construction phase. When necessary, the corridor manager is requested to organize the coordination meeting and / or come to the best decision during the process.

During the RNE technical meeting, VPE and CFR make sure they come up with a consistent answer for all requests.

The responsible team for path requests will make sure that the customers receive the coordinated answer. This answer must come from the OSS or any kind of IM internal organisation department who have been contacted for the request.



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For a more detailed description of the processes, see the RNE Process Handbook for international path allocation for Infrastructure Managers.

Document issued by one of IM valid for border section will be delivered on email addresses mentioned in contact list attached to this document.

C) Late requests

Requests submitted after the second Monday in April will get an answer in the remaining capacity, and in the RNE process calendar for remaining capacity.

When requests for international paths are submitted separately through national processes, IM will construct path on border section only if “national” path requests placed by cooperating RU on both infrastructures and are mutually harmonised.

The responses are studied after the release of the yearly timetable under the same schedulers’ supervision as described under A).

Answers are given to the applicants:

- not longer than, one month after the submission, but at least one month after the draft timetable has been published
- not later than 5 days before the first day of operations

If unable to comply, the request is rejected through the OSS or any IM internal organisation having received the request. And the customer is informed.

Document issued by one of IM valid for border section will be delivered on email addresses mentioned in contact list attached to this document.

D) Ad-hoc requests

Ad-hoc requests received during running TT will be processed as quickly as possible. When requests for international paths are submitted separately through national processes, IM will construct path on border section only if “national” path requests placed by cooperating RU on both infrastructures and are mutually harmonised.

Document issued by one of IM valid for border section will be delivered on email addresses mentioned in contact list attached to this document

E) Instant Capacity

Instant capacity requests received during running TT will be processed as quickly as possible. When requests for international paths are submitted separately through national processes, IM will construct path on border section only if “national” path requests placed by cooperating RU on both infrastructures and are mutually harmonised.

Document issued by one of IM valid for border section will be delivered on email addresses mentioned in contact list attached to this document.

F) Late path alterations for track works

The normal way in path planning is to take into account all known track work constraints, supposed to be defined before starting the yearly train pathing process.



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When urgent track possessions arise, the responsible schedulers listed in the contact list coordinate to find the best common alteration decision for modifications needed at the border. No path on border section will be changed without approval from other IM.

VPE and CFR will define a more detailed process which responds to these needs.

Document issued by one of IM valid for border section will be delivered on email addresses mentioned in contact list attached to this document.



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III. CONTACT LIST

1 GENERAL CONTACTS / KONTAKTSZEMÉLYEK / ALGEMEINE KONTAKTPERSONEN

OSS / OSS / OSS

OSS - VPE:

Department	Issue	Name	Languages	Phone	Fax	E-mail
OSS	OSS – office head	SZABÓ, Ágnes	Hu, Eng	+36 1 301 9926	+36 1 332-80-25	szaboa@vpe.hu ; oss@vpe.hu

OSS - CFR:

Department	Issue	Name	Languages	Phone	Fax	E-mail
OSS	OSS – office head	COTOFANA Marian	Ro, En	+40 21 319 25 10	+40 21 319 25 11	Marian.cotofana@cfr.ro



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2 RESPONSIBLE CONTACT FOR DEALING WITH PATH REQUESTS / MENETVONAL-IGÉNYLÉSEL FOGLALKOZÓK

2.1 VPE-MÁV

2.1.1 yearly TT and its updates / Éves menetrend és a menetrendváltozások:

Department	Issue	Name	Languages	Phone	Fax	E-mail
VPE Pályahálózat kapacitás- elosztási osztály	(Nagyecsed) – Tiborszállás - Carei Nyírábrány – Valea lui Mihai	Sántha Lajos	Hu, En	+36 1 301-99-22	+36 1 332-80-25	santhal@vpe.hu
	Biharkeresztes – Episcopia Bihor Kötegyán - Salonta					
	Lőkösháza - Curtici	Wégerer Viktor,	Hu, En	+36 1 301-99-20	+36 1 332-80-25	wegererv@vpe.hu



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2.1.2 Ad hoc path requests / ad hoc megrendelések:

Department	Border point	Name	Languages	Working hours	Phone	Fax	E-mail
VPE OSS – office head	(Nagyecsed) – Tiborszállás - Carei Nyírábrány – Valea lui Mihai Biharkeresztes – Episcopia Bihor Kötegyán - Salonta Lőkösháza - Curtici	SZABÓ, Ágnes	Hu, Eng	Mo-Fr 9:00-15:00	+36 1 301 9926	+36 1 332-80-25	szaboa@vpe.hu ;
VPE OSS – non stop		BODROGI, Barnabás, or RŐFI, Ákos, or SIPOS, Tamás, or SZALAI, Jácint, or VALKÓ, Csaba	Hu, Eng	0:00-24:00	+36 1 301-99-25	+36 1 332-80-25	oss@vpe.hu
MÁV Non stop Main control dispatcher		Bazsa Krisztián Bessenyei József Kiss András Kovács Kadosa Pregun János Szlota Benjámin Tóth Martin	Hu, Ger	0: 00 – 24:00	+36 1 351 9163	+36 1 351 9163	uk-foir@mav.hu



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MÁV Non stop Operativ plan manager west	(Nagyecsed) – Tiborszállás - Carei Nyírábrány – Valea lui Mihai Biharkeresztes – Episcopia Bihor Kötegyán - Salonta Lőkösháza - Curtici	Bánhegyi Ferenc Czufoka Gábor Jablonkay Gábor Kemény Zoltán Lipők Sándor Terék Tamás	Hu	0:00-24:00	+36 1 511 3248	+36 1 351 9163	uk_tervezo_kelet@mav.hu
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2.2 CFR

2.2.1 yearly TT and its updates / Éves menetrend és menetrendváltozások:

Department	Issue	Name	Languages	Phone	Fax	E-mail
TT central office	Requests on the crossborder section /	Barbu Lucian	Ro, En	+40 21 319 25 10	+40 21 319 2511	Lucian.barbu@cfr.ro
TT central office	TT construction on section /	Ionescu Mihaela	Ro, En	+40 21 319 25 10	+40 21 319 2511	Mihaela.ionescu@cfr.ro
		Ciocanel Constantin	Ro, Fr			Constantin.ciocanel@cfr.ro
	(Nagyecsed) – Tiborszállás - Carei Nyírábrány – Valea lui Mihai Biharkeresztes – Episcopia Bihor Kötegyán - Salonta Lőkösháza - Curtici	Bodis Ioan	Ro, Hu	+40 740 302 926		ioan.bodis@cfr.ro
		Berzava Marius	Ro, En	+40 256 490 282		Marius.berzava@cfr.ro



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2.2.2 Ad hoc path requests / ad hoc megrendelések:

Department	Stations points	Border	Name	Languages	Working hours	Phone	Fax	E-mail
OSS Central Bucuresti	Freight trains on all sections		Ionescu Mihaela	Ro, En	Mo-Tu 08 – 16.30 Fr 08 – 14.00	+40 21 319 25 10	+40 21 319 25 11	
	Passenger trains on all sections		Barbu Lucian	Ro, En	Mo-Tu 08 – 16.30 Fr 08 – 14.00	+40 21 319 25 10	+40 21 319 25 11	
	Measure and test trains on all sections		Ionescu Horatiu	Ro, En	Mo-Tu 08 – 16.30 Fr 08 – 14.00			
OSS Regional	Timisoara							
	Cluj							



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3 ADRESSES WHERE DOCUMENTS DEALING WITH PATHS ARE TO BE DELIVERED / CÍMEK A TRASSZIGÉNYLÉSEKHEZ:

3.1 VPE-MÁV

3.1.1 yearly TT and its updates / Éves menetrend és menetrendváltozások:

Department	Border point	Name	Languages	Working hours	Phone	Fax	E-mail
VPE OSS – non stop	(Nagyecsed) – Tiborszállás - Carei Nyírábrány – Valea lui Mihai Biharkeresztes – Episcopia Bihor Kötegyán - Salonta Lőkösháza - Curtici	BODROGI, Barnabás, or RÓFI, Ákos, or SIPOS, Tamás, or SZALAI, Jácint, or VALKÓ, Csaba	Hu, Eng	0:00-24:00	+36 1 301-99-25	+36 1 332-80-25	oss@vpe.hu



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3.1.2 Ad hoc path requests / ad hoc megrendelések:

Department	Border point	Name	Languages	Working hours	Phone	Fax	E-mail
VPE OSS – non stop	(Nagyecsed) – Tiborszállás - Carei Nyírábrány – Valea lui Mihai Biharkeresztes – Episcopia Bihor Kötegyán - Salonta Lőkösháza - Curtici	BODROGI, Barnabás, or RÓFI, Ákos, or SIPOS, Tamás, or SZALAI, Jácint, or VALKÓ, Csaba	Hu, Eng	0:00-24:00	+36 1 301-99-25	+36 1 332-80-25	oss@vpe.hu



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3.1.3 Special transport / Rendkívüli küldemények:

Department	Border point	Name	Languages	Working hours	Phone	Fax	E-mail
MÁV	(Nagyecsed) – Tiborszállás - Carei	Dibáczai István	Hu, Ger, Eng	Monday – Friday 7:00-15:00	+ 36 1 511-39-32	+36 1 511-43-11	dibaczii@mav.hu
	Nyírábrány – Valea lui Mihai Biharkeresztes – Episcopia Bihor Kötegyán - Salonta Lőkösháza - Curtici	Osbáth Csilla	Hu, Ger	Monday – Friday 7:00-15:00	+36 1 511 1097	+36 1 511-43-11	osbathcs@mav.hu

3.2 CFR

3.2.1 Yearly TT and its updates / Éves menetrend és a menetrendváltozások:

Department	Issue	Name	Languages	Phone	Fax	E-mail
	Requests on the crosborder section	Barbu Lucian	Ro, En	+40 21 319 25 10	+4021 319 25 11	
	TT construction on section (Nagyecsed) – Tiborszállás - Carei Nyírábrány – Valea lui Mihai	Ionescu Mihaela Ciocanel Constantin	Ro, En Ro, Fr	+40 21 319 25 10	+4021 319 25 11	



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	Biharkeresztes – Episcopia Bihor					
	Kötegyán - Salonta					
	Lőkösháza - Curtici					

3.2.2 Ad hoc path requests / ad hoc megrendelések:

Type of document	Border point	Department	Name	Working hours	Phone	Fax	E-mail
Ad hoc TT	(Nagyecsed) – Tiborszállás - Carei Nyírábrány – Valea lui Mihai Biharkeresztes – Episcopia Bihor Kötegyán - Salonta Lőkösháza - Curtici	Operations department	Marcus Viorel Negoi Marian George Ciocan Ghita Gheorghe Carlan Tudor	8.00 – 16.00	0040.372.843.219	0040.213.192.514	otfbcctf@cfr.ro , gheorghe.ghita@cfr.ro , tudor.carlan@cfr.ro , calatori.bcctf@cfr.ro



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3.2.3 Special transport / Rendkívüli küldemények:

Type of document	Border point	Department	Name	Working hours	Phone	Fax	E-mail
special transport telegram	(Nagyecsed) – Tiborszállás - Carei Nyírábrány – Valea lui Mihai Biharkeresztes – Episcopia Bihor Kötegyán - Salonta Lőkösháza - Curtici	Operations department	Borcan Nicuta	8.00 – 16.00	0040.372.843.219	0040.213.192.514	nicuta.borcan@cfr.ro