Supplement 1 to the Network Statement 2024

ProRail has adopted the following supplements and/or amendments to the Network Statement 2024, in accordance with the provisions of section 1.5.2 of this Network Statement.

1 Local user restrictions from the application of the safety management system in case of changes (new section 2.4.9 and existing sections 2.5 and 4.5.4)

I.   A new section 2.4.9 is inserted after section 2.4.8 with the following text:

*"**2.4.9 Local user restrictions to use from the application of the safety management system***

Under ProRail's statutory safety management system, local user restrictions may apply to ensure safety on the railway infrastructure. ProRail has included these restrictions to use in the Local particulars Donna (see the Logistics Portal and 4.5.4)."

II. In section "*2.5 Availability and safety of the railway infrastructure*" under the heading *Safety*, the fourth paragraph is changed as follows:

In case of development of rail traffic **and/or changes in (the use of) infrastructure**, any increasing risks in rail traffic shall be compensated by mitigating measures in the form of infrastructure measures, where necessary combined with logistical measures. In doing so, ProRail follows the following developments:
- Pattern-based expansion of frequencies in passenger transport (also in off-peak hours).
- Structural changes to the time slot of a passenger train (series).
- Taking into use of new stops.
- Structural changes to stops (short stop instead of arrival/departure or vice versa).
- Structural new or rerouted freight trains.
- ***Structural changes in track use.***

This paragraph is additionally moved up and inserted as the second paragraph.

III. Some additions are made to item c of section 4.5.4:

a.   In the first sentence "ProRail will in the allocation [...] (see sections 2.3 and 2.4).", the following addition is inserted after the phrases "(including noise)":

"*and safety (including railway and transfer safety)*"

b.   The sentence "For railway safety and transfer safety, standards arise from:" is changed to:

"For railway safety and transfer safety, standards *and user restrictions* arise from:"

c.   A fourth dash is added to the summary here immediately below, as the first item:
- *Applying risk management for changes in accordance with ProRail's safety management system.*

2 Schedule for late requests and ad hoc requests brought into line with the time periods as prescribed by RailNetEurope (sections 4.5.2, 4.5.3 and 7.3.5.3.3)

I. The schedule for late requests in section 4.5.2 is adjusted as follows:

"Late requests are a special category of ad hoc requests. These are requests received after the closing date of the annual service application until **16 October 2023**.

Late requests will be processed in order of receipt after the final allocation (**22 August 2023**). Processing of these requests, including ad hoc requests for 8 November 2023, must be completed by **13 November 2023**. For requests made after **8 November 2023**, the regular response times as mentioned below in 4.5.3 apply."

See also number 4 V. of this supplement.

II. The schedule for ad hoc request in section 4.5.3 will be adjusted as follows:

"ProRail responds to ad hoc requests as quickly as possible, and will in any case inform the titleholder concerned within five working days whether the requested path is available. On request, ProRail will provide information on the capacity still available for ad hoc requests within the timetable.

For ad hoc requests received between **16 October 2023** and **8 November 2023**, processing must be completed by **13 November 2023**. After this period, the response times mentioned in this article will apply."

III. The schedule for late requests in section 7.3.5.3.3 is changed as follows:

A special category of requests are the late requests. These are ad hoc requests for the 2024 timetable that are received after the closing date for timetable request up to and including 16 October 2023.

Late requests will be processed in order of receipt after **22 August 2023**. Processing of these requests, including ad hoc requests before **8 November 2023**, shall be completed by **13 November 2023**. For ad hoc requests made after **8 November 2023**, the regular response times as mentioned in 7.3.5.3.4 apply.

3   The Order portal, Capacity requests and Planning and performance information (according to TAF/TAP TSI standard) applications are also available to titleholders other than railway undertakings (section 5.3.1)

In section 5.3.1, item 5.1 *Legal requirements*, the entire third paragraph is deleted:

"Titleholders who [...] of the part of this service indicated under '*description*'."

This text is replaced with the following passage:

"*Titleholders who do not qualify as railway undertaking can exclusively acquire from ProRail the items a (with the exception of the LOA-Online and My Trains applications) whereby a maximum of eight accounts can be purchased on Order Portal, b and c (only the RailMaps application) of the part of this service indicated under 'description'. With regard to the Capacity requests and Planning and performance information according to TAF/TAP TSI standard service, the titleholder shall, on the basis of Article 6 of the General Terms and Conditions, be given access to all planning and*

performance information of the railway undertaking concerned, which has agreed to this at the request of the titleholder."

4 Changes to process descriptions for capacity allocation in railway yards and stabling yards (section 7.3.5.3 and underlying paragraphs)

I. In section "7.3.5.2.2 Kijfhoek shunting hump", in the table under item 6.1 Application for access, the following is inserted at the end of the first paragraph:

"section 7.3.5.3.9 describes the procedure for applying for capacity for the use of the hump tracks."

II. In section "*7.3.5.3.1 Starting points*", a new starting point is added as point d under re-lettering of the following starting points:

"*ProRail reserves one service track at one of the Amsterdam Westhaven Reizigers, Lelystad, Hoofddorp, Zaanstraat or Watergraafsmeer yards for the purpose of private passenger transport in the ad hoc phase. This track is designated as 'ad hoc BRV' in the Tracks Database. The conditions for using this track are listed in the 'Capacity reservation for the purpose of private passenger transport in ad hoc phase' document, which can be found on the [Logistics Portal](#).*"

III. In section "*7.3.5.3.2 Submitting of requests and ad hoc phase schedule*", the entire paragraph below is deleted.

"Requests for access to Kijfhoek railway yard [...] For this, see section 3.4.6 and Appendix 8, item 3."

IV. In Appendix 6, the hyperlink to the Logistics Portal below is deleted:

"[Request form for services and service facilities at Kijfhoek railway yard](#)"

V. A new paragraph is inserted after section 7.3.5.3.2, with renumbering of the following paragraphs:

"7.3.5.3.3 Schedule for late requests
A special category of requests are the late requests. These are ad hoc requests for the 2024 timetable submitted after the closing date for the timetabling process (11 April 2023) but before the time when capacity is finally allocated (22 August 2023).

*Late requests will be processed in order of receipt after **22 August 2023**. Processing of these requests, including ad hoc requests before **8 November 2023**, must be completed by **13 November 2023**. For ad hoc requests made after **8 November 2023**, the regular response times as mentioned in 7.3.5.3.4 apply.*"

VI. In section "*7.3.5.3.3 Submitting of requests and ad hoc phase schedule*" (this becomes section 7.3.5.3.4), the following provision is added to the last sentence of the first paragraph:

"An ad hoc request will be processed within a maximum of five working days, ***unless coordination with a third party is required, in which case the processing time will be extended to a maximum of 20 working days.***"

VII. In section "*7.3.5.3.4 Procedure for access requests for the timetable*" (this becomes section 7.3.5.3.5), the last paragraph of step 4:

"It is up to the applicant [...] step 5 follows."

is replaced entirely with the following text:

"*It is up to the applicant to decide whether one of the viable alternatives proposed by ProRail is acceptable. In doing so, the three situations below can be distinguished:*

1. *The applicant agrees to a proposed alternative, ProRail allocates capacity in accordance with the proposal.*
2. *The applicant and ProRail disagree on the viability of the alternatives considered, ProRail rejects the application specifying the alternatives that ProRail considers viable.*
3. *The consideration of viable alternatives did not yield a result, ProRail allocates the capacity subject to step 5.*"

VIII. Also in section "*7.3.5.3.4 Procedure for access requests for the timetable*" (this becomes section 7.3.5.3.5), the title and first paragraph of step 5, "Step 5 [..] was not (sufficiently) provided.", is replaced entirely with the following passage:

"***Step 5: Conflict resolution and priority criteria for allocation***
If the consideration of viable alternatives is unsuccessful, ProRail will allocate applications according to the following priority criteria. Prioritisation takes place in numerical order."

IX. The text of priority criterion 4 in section "*7.3.5.3.4 Procedure for access requests for the timetable*" (this becomes section 7.3.5.3.5):

"For passenger trains, requests for short-term stabling (shorter than 1 hour) take precedence over requests for long-term stabling (longer than 1 hour)."

is replaced with:

"*Requests for short-term stabling take priority over requests for long-term stabling.*"

X. The full text of section "*7.3.5.3.5 Procedure for ad hoc requests*" (this becomes section 7.3.4.3.6) is deleted and replaced with the following passage:

"*Requests for stabling and shunting capacity in the ad hoc phase are subject to the First-Come-First-Served principle. The moment of application, regardless of the request method, is leading. Requests that fit without conflict within the already allocated capacity can be allocated by ProRail. Requests that cannot be fitted within the already allocated capacity without conflict can only be accepted if holders of already allocated capacity allow changes so that a new request can be fitted in without conflict. ProRail plays a mediating role in this but has no ability to enforce necessary changes, to honour an ad hoc request. ProRail will communicate within the periods specified in Chapter 4.5 whether a new request can be accommodated.*"

XI. The sections "*7.3.5.3.6 Procedure Theemsweg/Merseyweg (Botlek) main siding line and "7.3.5.3.7 Unused capacity and cancellation of allocated train paths"* swop position and are renumbered. The new sequence is:

    7.3.5.3.7   Unused capacity and cancellation of allocated train paths
    7.3.5.3.8   Procedure Theemsweg/Merseyweg (Botlek) main siding line

XII. A new section is inserted, section "*7.3.5.3.9 Procedure for use of the Kijfhoek shunting hump.*" The content of this section is as follows:

"Within the current self-provision regime for use of the shunting hump, user types 1 and 3, as defined in section 7.3.5.2.2 Kijfhoek shunting hump under 5.1 Legal requirements, may apply for capacity to use the shunting hump by using the two tracks over the hump top (tracks 231 and 232). ProRail allocates access to the Kijfhoek shunting hump in the form of slots. Capacity requests for the Kijfhoek shunting hump can be made in Donna and in the Order Portal. For submitting capacity requests in the ad hoc phase, see section 7.3.5.3.6. The specific procedure and rules for requesting access for shunting hump can be found in the document "Capacity allocation Kijfhoek shunting hump (hump top tracks 231 and 232)" on the [Logistics Portal](#).

Priority criteria
In case of conflicting requests during the timetabling phase, ProRail follows the steps according to section 7.3.5.3.5 for the allocation of capacity of the use of the hump in the form of slots, applying the following specific priority criteria, applied in numerical order:
1. *Hump movements of trains with wagons before a departure train take precedence over hump movements of trains with wagons staying at Kijfhoek for long periods.*
2. *Hump movements of trains with wagons for departure trains that have a departure time first are given priority, as long as the period between the hump movement and the time of departure meets the lower limit mentioned earlier.*
3. *Track utilisation optimisation is taken into account in the allocation when planning hump movements.*
4. *In the context of optimal capacity utilisation, account is taken of any under-utilisation of (part of) the fully allocated capacity in the past (including the reasons for this).*

Changing or cancelling a train
When requesting a train change, the railway undertaking must indicate whether this also results in a change to the coupled slot (as volume infrastructure entry). If a train is cancelled, ProRail will assume without notice that the coupled slot is also cancelled."

XIII. The following new documents are added to "*Appendix 6 Overview of related documents on the Logistics Portal*", with renumbering of the list:

1. [*Capacity allocation Kijfhoek shunting hump (hump top tracks 231 and 232)*](#)
2. [*Capacity reservation for private passenger transport in the ad hoc phase*](#)

XIV. In Appendix 8, item 3, the following requests for information are deleted:

   a. Under *the following requests for information:*
- For each connections schedule, the possibility to shift either arrival or departure train.
- Possible alternative connections schedules if departure trains are full or if arrival trains are delayed.

     b. Under *With regard to departure trains*:
- A specification of any required fine sorting:
  - By wagon type
  - and/or RID class
  - and/or required empty or loaded wagons
  - and/or different customer destinations
- A report whether the train is composed BLEVE-free or not.

5   Minor changes to the description of some ICT and information services (various sections and Appendix 23)

I. In section 5.3.1, the "Train path" service is changed as follows:

In item 5.1 "Legal requirements" of the table, "My Trains" is added to the exceptions under item a that are not provided to titleholders that are not qualified as railway undertakings.

II. In the overview table in Appendix 23, the second provision in the *RMS Client (Rail Management System) / Phoenix* line is deleted:

"*Real-time information on the planning and intervention of scheduled train paths for freight traffic.*"

Footnote 200 is deleted. The same comment already appears in item 13 of Appendix 23 (footnote 204).

III. In Appendix 23 item 16, Description of the **Train Number List (TNR)** application, the text "Via trainnumbers@prorail.nl" at item 6.1 Request access is deleted. and is replaced with:

"If you want to use ProRail applications, you need a ProRail account as a client of ProRail:
- *If your company is not yet a client of ProRail, you can click for more information about the request procedure.*
- *If your company is already a client of ProRail, but you do not yet have an account, request one via your company administrator.*
- *If you have a ProRail account, you can request access to an application via IDM."*

IV. In section 6.2.5, the sentence "ProRail makes the **WLIS** system (see item 20, Appendix 23) available for this purpose." is deleted.

V. In Appendix 23 item 20, Description of the facility **WLIS (Wagon Load Information System)**, the first sentence of the description in the table at 2.1 under the header "WLIS applications" is changed to:

"In WLIS departure compositions, railway undertakings can view the departure compositions of freight trains."

VI. In Appendix 23 item 20, Description of the facility **WLIS (Wagon Load Information System)**, the entire text under item 6.1 Access request lapses. This is replaced with the following passage:

"If the relevant employee, for whom access needs to be arranged, has a mobile phone available, the email details and necessary applications (see 3.1.2) shall be communicated to wlis@prorail.nl. While processing the application, the employee will receive a confirmation email from Microsoft. After positive confirmation, access is provided."

If you want to use the WLIS applications without a mobile phone, you need a ProRail account as a client of ProRail:
- *If your railway undertaking is not yet a client of ProRail, you can click for further information on the request procedure.*
- *If your railway undertaking is already a client of ProRail, but you do not yet have an account, request one via your administrator.*

If you have a ProRail account, you can request access to an application via IDM.

VII. In Appendix 23, item 41, the header of the table still reads RailDocs by mistake. This is changed to "*Railinformatie Portaal.*"

6   BODI not available in 2024 (section 3.4.6, Appendices 8 and 23)

I. In section 3.4.6, the last bullet is deleted:

- With a view to the utilisation of railway yards up to ten years into the future, ProRail offers railway undertakings involved in passenger transport the opportunity to indicate their needs using the BODI (Handling and Stabling Data and Information) application, so that ProRail can take these into account when building infrastructure on railway yards. Use of this application is not compulsory, but is advised (see Appendix 8 and Appendix 23, item 39).

And is replaced with:

- *For the purpose of utilisation of railway yards up to 10 years into the future, ProRail asks railway undertakings to indicate their capacity needs so that ProRail can take them into account when building infrastructure in yards.*

II. Item 1.1 of Appendix 8 lapses with renumbering of the following items:

1.1 Description of the Handling and Stabling Data and Information (BODI) application

With a view to the utilisation of railway yards up to ten years into the future, ProRail offers railway undertakings involved in passenger transport and transport operators the opportunity to indicate their needs using the BODI (Handling and Stabling Data and Information) application, so that ProRail can take these into account when building infrastructure on railway yards. Use of this application is not compulsory, but is advised. For detailed information, see Appendix 23, item 39.

III. In the table of Appendix 23, the following line is deleted:

Handling and Stabling Data and Information (BODI)	Provides support in carrying out capacity analyses for the handling and stabling of rolling stock.	Appendix 23 - 39	3.4.6 en Appendix 8

IV. Item 39 of Appendix 23 lapses with renumbering of the following items:

39 Description of the Handling and Stabling Data and Information (BODI) application

	Handling and Stabling Data and Information (BODI)	
	1. General information	
1.1	Facility	Handling and Stabling Data and Information (BODI) is an application that provides ProRail with information on the utilisation of railway yards up to ten years into the future.
1.2	Service provider	ProRail
1.3	Term of validity	The service is offered during the term of the Network Statement.
	2. Function	
2.1	Description	BODI is a software tool for carrying out capacity analyses for the handling and (long-term) stabling of rolling stock. The tool identifies the capacity needs of railway undertakings and transport operators and compares them with the available supply. Such analyses form the basis for identifying capacity bottlenecks and deciding on measures to increase capacity. BODI is accessible to ProRail, railway undertakings providing passenger transport and transport operator for consulting and analysis purposes. For further information, see also sections **Fout! Verwijzingsbron niet gevonden.** and, item **Fout! Verwijzingsbron niet gevonden.**.
	3. Description of the facility	
3.1	Locations	N/A
3.1.1	Availability	Availability of application: 7 x 24 hours (subject to maintenance periods). Maintenance is scheduled during workdays (Monday to Friday) from 08:00 - 18:00 hrs. Availability of helpdesk: during working days from 08:00 - 18:00 hrs.
3.1.2	Technical characteristics	Access to the web-based BODI application, which runs in a web browser.
3.1.3	Planned changes	None.
	4. User costs	
4.1	Information related to the user charge	The use of BODI is free of charge.
4.2	Information relating to the discount on the user charge	N/A
	5. User conditions	
5.1	Legal requirements	N/A
5.2	Technical requirements made of rolling stock	N/A
5.3	Independent use	N/A
5.4	IT systems	The data is provided via the Internet. The application can also be accessed by existing users at Logistics Portal --> Applications.
	6. Capacity request	
6.1	Access request	If you want to use ProRail applications, you need a ProRail account as a client of ProRail: • If your company is not yet a client of ProRail, you can click here for further information on the request procedure. • If your railway undertaking is already a client of ProRail, but you do not yet have an account, request one via your administrator. If you have a ProRail account, you can apply for access to an application via IDM.
6.2	Handling time	A maximum handling time of two weeks applies between the request for and granting of access to the application.
6.3	Information on capacity availability and	N/A

Handling and Stabling Data and Information (BODI)	
temporary capacity restrictions	

ProRail B.V.
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