Economic Commission for Europe
Inland Transport Committee
Working Party on Rail Transport
Sixty-ninth session

Report of the Working Party on Rail Transport
on its sixty-ninth session

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I. Attendance


2. The session of the Working Party was attended by the following countries: Austria, Azerbaijan, Belgium, Bosnia and Herzegovina, Czech Republic, Finland, France, Germany, Greece, Israel, Italy, Lithuania, Netherlands, Poland, Russian Federation, Sweden, Switzerland, Turkey, Ukraine and United Kingdom of Great Britain and Northern Ireland. A representative of Tunisia attended under Article 11 of the Terms of Reference of the United Nations Economic Commission for Europe (UNECE). A representative of the European Union (DG Move) was present.

3. The Intergovernmental Organization for International Carriage by Rail (OTIF), the International Transport Forum (ITF), the Organization for Cooperation between Railways (OSJD) and the UNECE TER Project Central Office were represented.

4. The following non-governmental organizations were represented: the International Rail Transport Committee (CIT) and the International Union of Railways (UIC).

5. Representatives of the following organizations and industry groups attended at the invitation of the secretariat: CMS Cameron McKenna LLP, EuroMed Road, Institute for International Transport Communications of the Moscow State University of Transport Engineering, International Association “Coordinating Council on Trans-Siberian Transport” (CCTT), JSC “PLASKE”, National Company Kazakhstan Temir Zholy (JSC), Rail and Urban Transport Project, RSSB, Trenitalia S.p.A.

6. In accordance with the decision taken at its sixty-seventh session (ECE/TRANS/SC.2/220, para. 85), the session was chaired by Mr. K. Kulesza (Poland), and Mr. H. Groot (Netherlands) served as Vice-Chair.

II. Adoption of the agenda (agenda item 1)\(^1\)

**Documentation:** ECE/TRANS/SC.2/223


III. Workshop on “Rail Safety: Trends and Challenges” (agenda item 2)\(^2\)

**Documentation:** Informal document No. 1 (2015)

8. During the second day of the session (24 November 2015) a high level workshop on railways safety on trends and challenges in cooperation with UIC took place. The workshop took stock of initiatives and activities by Governments, UIC and railways undertakings on safety and assets management, technology, human factor, statistics and risk assessment.

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\(^2\) All presentations made at the workshop are available at: www.unece.org/trans/main/sc2/sc2_events/2015_railways_safety.html.
The main objective was to bring together all decision– (and policy–) makers and experts related to railway safety to exchange good practices, discuss challenges and trends as well as agree on possible future activities and concerted actions.

9. The participants:

For Assets Management:

- Agreed that safety of assets is strictly connected with the establishment of efficient and effective signalling systems. However, these systems should be complex rather than complicated in order to be maintained under safe, secure and economic conditions;
- Noted that modern signalling systems increase significantly the costs of maintenance and have an impact on the availability of high speed lines;
- Noted that UIC and the Community of European Railway and Infrastructure Companies (CER) are working together on the development of a Certification of Entities in Charge of Maintenance (CECM) and also on common safety methods on supervision and monitoring.

For human factor:

- Observed and agreed that human factor reflects safety culture;
- Noted the importance of the organizational and human aspects of safety at border crossings;
- Indicated the importance of the analysis of the human, organizational and social dimensions of an accident;
- Noted that Signals Passed at Danger (SPADs) risk contributes 10 per cent of train accident risk; while this is a relatively small level of risk, SPADs are an important precursor due to their ability to cause a multi-fatality accident;
- Observed that by involving drivers, managers and company directors in reviewing underlying causes and identifying improvements we can:
  - Fix recurrent issues across SPAD incidents;
  - Support the development of a Just Culture around SPADs.

For technology:

- Agreed that our increasing dependence on cyberspace has brought new risks, risks that key data, critical functions and systems on which we now rely can be compromised or damaged in ways that are hard to detect or defend against;
- Agreed that major consequences of cyber-attacks are a reality for all railways;
- Agreed that there is need for continuous exchange of best practices in order to manage the risks with a system point of view (security – contribute – safety);
- Observed that Railway Infrastructure Managers need several and specific sets of mitigation measures depending on the criticality of the traffic and the acceptability of the consequences.

For statistics and risk assessment:

- Noted that Common Safety Methods for Risk Assessment (CSM-RA) are being developed by UIC and CER;
- Noted further that the two organizations, UIC and CER are working towards a single safety certificate – Safety Certification;
Noted also further that the two organizations are working on the development of common safety indicators/safety performance;

Agreed that benchmarking on rail safety is not easy to realise due to the non-existence of detailed occurrence data and to the comparing of needs scaling (traffic-volume (Train-km) or Traffic-Density (Train-km/Track-km));

Noted that 25,000 significant accidents have been registered in the UIC Safety Database for Europe since 2003; the main factors of these accidents are infrastructures, rolling stock, human factors, railway users, weather and environment, third parties.

10. The Working Party noted that safety has high priority in action plans of railway undertakings and Governments and their cooperation in this field should be continuous. Furthermore the Working Party encouraged delegates to continue supporting the UIC database on safety. The Working Party thanked the experts for their interventions during the workshop and requested the secretariat to address this topic in the agenda of the Working Party on a regular basis.

IV. European Agreement on Main International Railway Lines (AGC Agreement) (agenda item 3)

A. Status of the AGC Agreement and adopted amendment proposals

11. At present, the AGC Agreement has 27 Contracting Parties.\(^3\) Detailed information on the AGC Agreement, including the up-to-date and consolidated text of the Agreement (ECE/TRANS/63/Rev.1), a map of the AGC network, an inventory of minimum standards stipulated in the Agreement as well as all relevant Depositary Notifications are available on the Working Party website.\(^4\)

12. The Working Party took note of the efforts made by the secretariat to increase the number of Contracting Parties to the AGC Agreement. Special efforts were in the framework of the existing MoU between UNECE, Islamic Development Bank (IsDB) and the Economic Cooperation Organization secretariat as well as in the framework of the UNDA project on strengthening the capacities of south and central Asian Countries for improving connectivity, with a special reference to the Land-Locked and Least Developed Countries.

B. Amendment proposals (updating and extending the AGC network)

\(\text{Documentation: ECE/TRANS/SC.2/2009/1}\)

13. The Working Party recalled that at its last session it had requested the secretariat to once more contact all concerned States and Contracting Parties on the amendment proposals affecting Denmark, Germany and Sweden (ECE/TRANS/SC.2/2009/1) with the

\(^3\) Albania; Austria; Belarus; Belgium; Bosnia and Herzegovina; Bulgaria; Croatia; Czech Republic; France; Germany; Greece; Hungary; Italy; Latvia; Lithuania; Luxembourg; Montenegro; Poland; Republic of Moldova; Romania; Russian Federation; Serbia; Slovakia; Slovenia; the former Yugoslav Republic of Macedonia; Turkey and Ukraine.

objective of finalizing the required consultation process before adopting the proposed amendments.

14. The secretariat informed the Working Party that it had sent letters (July 2014) to all concerned States and contracting parties asking for their consideration and approval of the proposed amendments for inclusion into the AGC Agreement. The Working Party and the administrative committee of the AGC agreement took note of the efforts of the secretariat in contacting concerned States and Contracting Parties on the amendment proposals.

15. The administrative committee of the AGC agreement agreed to approve these amendments to the AGC agreement proposals as amended by Germany and requested the secretariat to prepare the appropriate depository notification.

C. Amendment proposals (Minimum infrastructure and performance standards)

*Documentation: ECE/TRANS/SC.2/2014/1–ECE/TRANS/WP.24/2014/1, ECE/TRANS/SC.2/2010/1, ECE/TRANS/SC.2/216, ECE/TRANS/SC.2/2012/1, ECE/TRANS/SC.2/218*

16. The Working Party was informed by the secretariat that the Technical Specifications for Interoperability (TSI) applicable in the European Union (EU) were generally in line with the present minimum AGC and AGTC technical characteristics.

17. The Working Party recognized that the scope of TSI which are mandatory in the EU for newly built infrastructure went well beyond the objective and the minimum requirements enshrined in the pan-European AGC and AGTC Agreements. There is no need therefore, for additional details in these agreements.

18. The Working Party recalled that the secretariat prepared, in cooperation with the secretariat of WP.24 and the European Railway Agency (ERA), document ECE/TRANS/SC.2/2014/1–ECE/TRANS/WP.24/2014/1 containing amendment proposals of possible new minimum infrastructure, performance standards as well as parameters for inclusion into annex II to the AGC Agreement. The Working Party and the administrative committee of the AGC agreement at its last session decided to postpone decision on amendment proposals to the AGC agreement based on official document ECE/TRANS/WP.24/2014/1–ECE/TRANS/SC.2/2014/1 while awaiting amendment proposals from the Russian Federation and OSJD.

19. The administrative committee decided, since comments were not received by Russian Federation and OSJD on this issue, to approve the amendment proposals to the AGC agreement based on official document ECE/TRANS/WP.24/2014/1–ECE/TRANS/SC.2/2014/1 as it was prepared by the secretariat and the European Railway Agency (ERA) and requested the secretariat to prepare the appropriate depository notification.

V. Rail Security (agenda item 4)

*Documentation: ECE/TRANS/SC.2/2014/2*

20. The Working Party at its last session was informed about document ECE/TRANS/SC.2/2014/2 on the proposal of the development of an electronic space on rail security. The electronic space on rail security would be an advanced web-based platform which will operate as an international observatory on rail security issues and stakeholders would have the opportunity and possibility to:
(a) Disseminate ad hoc knowledge and best/good practices;
(b) Exchange information about projects and other initiatives/proposals;
(c) Seek for cooperation on specific rail security projects/tasks/studies and researches agreed during SC.2 sessions and other events and focused on such things as the development of definitions.

21. The Working Party took note of the information provided by the secretariat on the development of the web platform on rail security and the presentation of the pilot tool and requested the secretariat to finalize this tool and provide some more information on this issue at its next session.

VI. Euro-Asian rail transport (agenda item 5)

Documentation: ECE/TRANS/WP.5/GE.2/26

22. The secretariat informed the Working Party about the work progress of the Group of Experts on EATL and the recent developments of the EATL project Phase III (ECE/TRANS/WP.5/GE.2/26). The Working Party took note of the progress of the EATL Group of Experts work and about the need for extension of the Group’s mandate for one more year.

23. The Working Party took note of the information provided by the secretariat on the EATL project and requested the secretariat to inform the Working Party of any developments on this issue at its next session.

VII. Trans-European Railway (TER) project (agenda item 6)

Documentation: ECE/TRANS/SC.2/2015/2

24. The TER project manager Mr. G. I. Bessonov briefly presented a report on the activities of the TER Project over the period 2014–2015.

25. The Working Party took note of the information on the TER activities and requested the project manager to inform the Working Party of any developments on this issue at its next session.

VIII. Railway infrastructure financing and Public-Private Partnerships (agenda item 7)


26. The representative of CMS Cameron McKenna LLP as well as the Project Leader on ECE PPP Standards for railways, Mr. J. Beckitt, presented a questionnaire developed on lessons learned in the development of Public-Private Partnership (“PPP”) programmes in the rail sector (Informal document No. 5 and 6 (2015)) and provided information on possible cooperation between the Working Party and the centre of excellence (ECE/TRANS/SC.2/2015/3).

27. The Working Party took note of the information provided by the speaker on the PPP centre of excellence and of (a) the possibilities for synergies between the centre of excellence and the Working Party, and (b) the hosting on Working Party’s web site of an online tool for the evaluation of financing of rail infrastructure projects under PPP schemes. The Working Party requested the secretariat to prepare a formal document for consideration.
by the Working Party on the above-mentioned activities and to inform the Working Party about any developments on this issue at its next session.

IX. Master Plan on High-Speed Trains (agenda item 8)

28. The Working Party took note of the information provided by the secretariat and the TER project manager on the development of a high speed trains master plan. It requested the secretariat to inform the Working Party about any developments on this issue at its next session.

X. Towards unified railway law in the pan-European region and along Euro-Asian transport corridors (agenda item 9)


30. The Working Party took note of the excellent work done by the Group of Experts on Unified Railway Law, thanked the experts for their commitment and dedication to this difficult task and took note the legal provisions prepared by the experts (ECE/TRANS/SC.2/2015/4).

31. The Working Party took note of the analysis prepared by the experts on the possible management system of the Unified Railway Law (ECE/TRANS/SC.2/2015/5).

32. Furthermore, the Working Party took note and approved as amended the draft Inland Transport Committee (ITC) resolution on Unified Railway Law (Informal document No. 9 (2015)) and requested the secretariat to transmit it to ITC for consideration and adoption.

33. Also the Working Party took note of the General Terms and Conditions of Eurasian carriage by rail (GTC EurAsia) prepared by CIT (Informal document No. 7 (2015)).

34. The Working Party requested the secretariat to prepare the Terms of Reference of the Group of Experts based on the tasks in the ITC resolution and submit it to ITC for its approval. The Group of Experts should accomplish its tasks in one year and report at the seventieth session of SC.2 in 2016.

XI. New convention on the facilitation of crossing of frontiers for passengers and baggage carried by rail (agenda item 10)

Documentation: Informal documents No. 3, 4, 8, 11, 12, 13, 14, 15, 16, 17 (2015)

35. The Working Party thanked the informal group of the new convention on the facilitation of crossing of frontiers for passengers and baggage carried by rail, for the work done, and for the high quality of the submitted draft and of the analytical material based on the ITC decision at its seventy-sixth session.
36. The Working Party took note of the work on this new convention and requested delegations to submit their comments by 15 December 2015 in order for the informal group to be able to finalize the draft new convention.

37. The Working Party requested interested delegations to analyse their existing bilateral agreements related to the suggested new convention.

38. The Working Party took note of information provided by the delegates and the secretariat on the new convention and requested the secretariat to inform the Working Party at its next session of any developments on this subject.

XII. Intelligent Transport Systems and other technological applications for Rail Transport (agenda item 11)


39. The Working Party took note of information provided by the secretariat on ITS and requested the secretariat to inform the Working Party at its next session about any developments on this subject.

XIII. Productivity in Rail Transport (agenda item 12)

40. The Working Party took note of the information provided by the secretariat on the revised and fine-tuned rail productivity indicators based on Government’s comments (Bulgaria, Finland, and Lithuania). The Working Party approved as amended the revised rail productivity indicators and requested the secretariat to proceed with their dissemination to countries in order to collect the appropriate data and present the results at the next session.

XIV. Climate Change and Rail Transport (agenda item 13)

A. Group of Experts on Climate Change Impacts and Adaptation to International Transport Networks

*Documentation:* UNECE publication on Climate Change Impacts and Adaptation for International Transport Networks

41. The secretariat informed the Working Party about the UNECE publication and about the continuation of the work of the Group of Experts on Climate Change Impacts and Adaptation to Transport Networks and Nodes. The Working Party also considered suggestions in group’s work plan issues relevant to rail transport.

42. The Working Party took note of the information provided by the secretariat on the continuation of the Group of Experts and requested the secretariat to inform the Working Party at the next session about developments in adaptation issues and railways.

B. Climate Change mitigation: Presentation of UNECE ForFITS tool

43. The Working Party was informed by the secretariat about the developments in the For Future Inland Transport Systems (ForFITS) project during 2014–2015.
44. The Working Party took note of the information provided on the ForFITS tool and reiterated its support for the further development of this tool. The Working Party requested that the secretariat present any developments on this area at the next session.

C. **Diesel engine exhausts**

*Documentation:* UNECE publication “Diesel engine exhausts: Myths and realities”

45. The Working Party was informed by the secretariat about the discussion paper “On Diesel engine exhausts: Myths and realities”. The Working Party considered the discussion paper and exchanged ideas for disseminating its findings and possible follow-up on issues relevant to rail transport.

46. The Working Party requested that the secretariat present any developments on this area at the next session.

XV. **Railways Reform (agenda item 14)**

47. The Project Director of Polish State Railways PKP S.A., Mr. J. Wojciechowicz, presented to the Working Party experience in Poland on the restructuring of the railways.

48. The group faced major challenges during 2012 due to:
   
   (a) Insufficient readiness to provide services for increased demand during EURO 2012 football tournament;
   
   (b) Inefficient use of EU funding;
   
   (c) No coordination within the Group: some subsidiaries competed with each other, which led to waste of resources;
   
   (d) No Group-wide procurement;
   
   (e) Internal structure was not tailored to the needs.

49. The Group restructuring started in 2012 and its main components were the following:

   (a) Adoption of a new strategy;
   
   (b) Client Touch Points Program kick-off – the first research project on the charge in customer satisfaction;
   
   (c) Sale of PKP PKL for 70 million United States Dollars (US$) to Mid Europa Partners;
   
   (d) PKP CARGO IPO on Warsaw Stock Exchange (US$ 450 million);
   
   (e) The First time EU grant funding was fully utilized in a given year (January 2014);
   
   (f) Introduction of first high-speed rail service in Central Europe – Pendolino;
   
   (g) Establishing real estate developer company within the Group–Xcity Investment;
   
   (h) Increase of 3 million passengers after 8 months in 2015 – first increase in 4 years.

50. The Working Party thanked the presenter for providing such useful information on the railways reform in Polish Railways and requested the secretariat to provide information for any developments on this issue at its next session.
XVI. Facilitation of international rail transport in the pan-European region (agenda item 15)

A. Facilitation of rail border crossings

Documentation: ECE/TRANS/SC.2/2015/6

51. The Working Party recalled that at its sixty-sixth session (Geneva, 8–9 November 2012) it had adopted a plan on implementing monitoring mechanisms and requested the secretariat:

(a) To prepare and distribute the proposed questionnaire;

(b) To prepare a background document – action plan based on the replies from the questionnaire and on information received from different international organizations.

52. The Working Party considered document ECE/TRANS/SC.2/2015/6 which includes the action plan for the implementation of Annex 9 based on the replies from the questionnaire and on information received from different international organizations. The Working Party provided guidance to the secretariat on future steps to be taken.

53. The Working Party took note of the information provided by the secretariat and approved the action plan on possible implementation mechanisms of the provisions in the new Annex 9 to the “Harmonization Convention” for the facilitation of rail border crossings in the pan-European region. The Working Party requested the secretariat to provide more updated information on this issue at the next session.

B. Harmonization of technical specifications of different railway systems

54. The Working Party took note of the information provided by the OSJD Committee on the harmonization of technical specifications on different railway systems and requested the OSJD Committee and the secretariat to provide updated information on this issue at its next session.

XVII. Rail Review (agenda item 16)

55. The Working Party took note of the information provided by the secretariat on Rail Review and requested the secretariat to provide updated information at its next session.

XVIII. Group of Experts on improving Safety at Level Crossings (agenda item 17)

Documentation: ECE/TRANS/WP.1/GE.1/8, ECE/TRANS/WP.1/GE.1/10, ECE/TRANS/WP.1/GE.1/12

56. At its seventy-third session (Geneva, 1–3 March 2011), ITC discussed the importance of addressing key issues related to enhancing safety at level crossings. The Committee recommended that the Working Party on Road Traffic Safety (WP.1), the Working Party on Road Transport (SC.1) and the Working Party on Rail Transport (SC.2) consider creating a joint Group of Experts of limited duration to work on enhancing safety at level crossings, drawing where possible on all relevant experience within other bodies such as the ERA (ECE/TRANS/221, para. 50).
The secretariat provided an overview of the terms of reference of the Group of Experts on Improving Safety at Level Crossings. The secretariat reported on the work to date by various subgroups within the Group of Experts relating to the economic costs of level crossing accidents, the safety performance of types of levels crossings, good practices, a survey of prevailing national legislation and/or legal arrangements at level crossings, technology and technological solutions to improve safety at level crossings, human factors contributing to unsafe conditions at level crossings, and enforcement.

The Working Party took note of the information provided by the secretariat on the work of the Group of experts on improving Safety at Level Crossings and requested the secretariat to provide updated information on this issue at its next session.

XIX. Activities of the UNECE Inland Transport Committee and its subsidiary bodies (agenda item 18)

Documentation: ECE/TRANS/248

The Working Party took note of the information provided by the secretariat on the activities of the UNECE Inland Transport Committee and its subsidiary bodies and requested the secretariat to provide updated information on this issue at its next session.

XX. Activities of the European Commission in rail transport (agenda item 19)


The Working Party was informed by the representative of DG Move, Mr. F. Jost, about its most recent developments in rail transport (Informal document No. 2 (2015)).

The Working Party took note of the information provided by the European Commission on its activities in rail transport and requested that the European Commission and the secretariat to provide updated information on this issue at its next session.

XXI. Activities of international organizations in rail transport (agenda item 20)

The Working Party was informed by the Deputy Chair of OSJD, Mr. V. Zhukov about the activities of the organization during 2015. In April the thirtieth meeting of the conference of General Directors of OSJD railways took place in Prague, where among others the following were decided:

(a) Improving and updating the Uniform Rail Transit Tariff (ETT);
(b) Improving and updating the International Rail Transit Tariff (MTT);
(c) Improving the agreement on the rules for the use of freight wagons in international traffic (PGW);
(d) Updating the harmonized commodity code (GNG);
(e) Implementing joint UNESCAP-OSJD projects involving the International Union of Railways and Coordinating Council for Trans-Siberian Transportation.

The Working Party was informed by the representative of ITF, Mr. L. Casullo on the activities of the organization during 2015. The theme of the annual summit of the ITF for
2016 will be green transport, inclusive mobility. The 2016 Summit will consider why green and inclusive transport is important for economic growth, and how low-carbon transport will help the transition to a green growth economy. It will also explore the changes needed to make transport more inclusive and to provide better, broader access to services, jobs and other opportunities.

64. The Working Party took note of the information provided by the representatives of the international organizations involved in rail transport and requested the international organizations and the secretariat to provide updated information on this issue at its next session.

XXII. Draft programme of work, biennial evaluation and draft work plan (agenda item 21)

A. Draft programme of work and biennial evaluation for 2016–2017

Documentation: ECE/TRANS/SC.2/2015/7

65. The Working Party recalled that, at its sixty-seventh session (Geneva, 23–25 October 2013), it had approved indicators of achievement for measuring its expected accomplishments in 2014 and 2015 (ECE/TRANS/SC.2/220, paras. 86–87). In accordance with the decision of ITC to review its programme of work every two years, the next review being in 2016, the Working Party reviewed its programme of work for 2016–2017 as well as the relevant parameters for its biennial evaluation. The draft programme of work for 2016–2017 and the expected accomplishment indicators are in document ECE/TRANS/SC.2/2015/7.

66. The Working Party in addition to the amendments proposed by the secretariat decided the following insertions:

(a) In page six, in the biennial assessment table, in the third column, small (a) the phrase “… and of the TER project …” should be added after Working Party on Rail Transport;

(b) In the same table, in small (b) the actual performance measure for 2014–2015 should change from “0” to “2”.


B. Draft work plan for 2016–2020

Documentation: ECE/TRANS/SC.2/2015/8

68. As requested by the ITC Bureau on 20 June 2011, the Working Party reviewed its 4-year work plan for 2016–2020, in addition to the programme of work and biennial evaluation for 2016–2017.

69. Document ECE/TRANS/SC.2/2015/8 has reproduced the work plan adopted by the Working Party on 25 October 2013 (ECE/TRANS/SC.2/220, paras. 88–89) and approved by the ITC on 27 February 2014 (ECE/TRANS/240, para. 105), indicating also proposed deletions, modifications and additions, as appropriate.
70. The Working Party in addition to the above-mentioned proposed deletions, modifications and additions decided the following deletions:

(a) In page two, under studies in railway infrastructure/continuing activities, in small (c) the words “… and safety” should be deleted. In addition the status of Priority should change from “2” to “1”;

(b) Under the same point, small (c) and under output expected, the words “… on rail safety …” should be also deleted.


XXIII. Election of Officers (agenda item 22)

72. The Working Party elected for the period of 2016–2017, Mr. K. Kulesza (Poland) as Chair and Mr. H. Groot (Netherlands) and Mr. A. Rom (Israel) as its Deputy Chairs.

XXIV. Other business (agenda item 23)

73. The Working Party welcomed the invited participants from the Mediterranean countries of North Africa and the Middle East and will seek to enhance the cooperation with these countries and with the Euromed-Road, Rail and Urban Transport project of the European Commission, for the exchange of good practices, the transfer of know-how and the harmonization of standards and regulations in the transport sector, in these neighbouring countries, by inviting them to participate in future Working Party meetings and to attend interesting to them Group of Experts such as the Group of Experts on level crossings.

XXV. Date and venue of next session (agenda item 24)

74. The Working Party’s sixty-ninth session is tentatively scheduled to take place in Geneva from 22 to 24 November 2016.

XXVI. Adoption of decisions (agenda item 25)

75. As agreed upon and in line with the Working Party’s decision taken at its fifty-second session (TRANS/SC.2/190, para. 6), the secretariat, in cooperation with the Chair and Vice-Chair prepared the present report.