

DECISION n°36

of the Administrative Board of the European Railway Agency amending the work programme 2009

THE ADMINISTRATIVE BOARD OF THE EUROPEAN RAILWAY AGENCY,

Having regard to Regulation (EC) No 881/2004 of the European Parliament and of the Council ⁽¹⁾ establishing a European Railway Agency (hereinafter referred to as "the Agency") as amended by Regulation (EC) No 1335/2008² of the European Parliament and of the Council of 16 December 2008 and in particular article in particular articles 25 (2) c thereof;

Whereas;

Due to the late decision to adopt 124 as the number of Temporary Agents instead of the 132 envisaged by the work programme, it has been necessary to amend the Work Programme 2009. The opportunity has also been taken to correct some small errors and omissions and to take account of events since the Work Programme was approved.

HAS DECIDED AS FOLLOWS:

Article 1

The ERA Work Programme 2009 shall be amended as follows:

1) Part 1

i) page 8: 'budget foreseen for 2009' is replaced by the table below:

ERA STRATEGIC PILLARS	TA	CA	SNE	Title I (analytical breakdown)	Title II	Title III	Total Budget
I. Operations							
a. Activities							
Safety	29		4	2.981.694		1.200.000	4.181.694
Interoperability	30			2.960.373		1.262.000	4.222.373
ERTMS	12	1		1.282.828		915.000	2.197.828
Economic Evaluation	6	1		690.754		150.000	840.754
Cross acceptance	7		2	750.754		330.000	1.080.754
b. Operational expenditures						1.343.000	1.343.000
II. Management & Administration							
Directorate	8	3		1.085.470	100.000		1.185.470
Administration	32	5		3.651.127	2.297.000		5.948.127
Overall totals	124	10	6	13.403.000	2.397.000	5.200.000	21.000.000

¹ OJ L 220, 21.6.2004, p. 3

² OJ L 354, 31.12.2008 p.51

- ii) page 11 : 7.1.3 Interoperability unit 'monitoring and evaluation of interoperability' March 2009 is replaced by September 2009
- iii) page 12 :7.1.3 Interoperability unit, paragraph on 'registers and databases' is replaced by the following text :

'Registers and Databases

'The interoperability database will be integrated in the Public Database in the first semester of 2009. At that time, the NSAs will start to provide the required electronic data. The database will be made available to the public in the second semester of 2009. In respect of interoperability, the users will have access to the following information:

- the EC declarations of verification of subsystems;
- the EC declarations of conformity of constituents available to the national safety authorities;
- the national rules notified to the Commission;
- the register of requests for changes and planned changes to ERTMS specifications;

the register of vehicle keeper markings kept by the Agency in accordance with the TSI on operation and traffic management.

The database will also provide links to the European Centralised Virtual Vehicle Register (ECVVR), the European register of authorised types of vehicles (ERATV) and to the register of infrastructure (RoI) when they are ready.

2) Part 2

- i) The table of activities by task is replaced by annex 1 to this decision 'table of activities by task amended'.

Article 2

The present decision shall enter into force on the day of its adoption.

Done at Lille, 23/06/2009

For the Administrative Board

The Chairman

MICHAEL HARTING

Annex 1: ERA Work Programme 2009 table of activities by task amended

Safety Unit

Activity Ref	Work	Lead Unit	Legal Basis	Of	Overall Objective	Timing	Output in 2009	Unit Staff	Reason for Change
	Certification							6+1 END 5+1 SNE	
AC09-0111	Evaluate the development of safety certification with recommendations on a strategy for migration towards a single Community safety certificate.	S	Art. 10.7	SD	Support the introduction of a single certificate combining European validity and network wide validity.	mai-09	Delivery of the first report on development of safety certification.		
AC09-0112	Recommend harmonised requirements and a common format for application guidance for safety certificates	S	Art 15.2	SD	Support and facilitate safety certification of railway undertakings.	sept-08	Follow-up of recommendations delivered in 2008.		
AC09-0113	Recommend methods for assessing conformity with requirements in safety certificates and safety authorisations	S	Art 6 3 (b)	SD	Support a harmonised manner for the assessment of applications for Part A + Part B safety certificates and safety authorisations.	sept-09	Recommendation to the Commission.		
AC09-0114	Follow up of Development of standards for Safety Management Systems based on Commission Decision C (2007) 250 Annex §2.3.6	S	Annex §2.3.6	Decision 250/EC	Support the standardisation of safety management systems through a global approach.	sept-09	Preparatory work in support of standardisation organisations.		
AC09-0115	Report on the relationship between part B Safety Certificates and placing rolling stock into service	S/X	Art 10.7	SD	Transparency of, consistency between and simplification of (national) regulatory requirements	avr-09	Report to the Commission.		
AC09-0116	Preparation of a draft of a Community Model for the train driver licence, the train driver certificate and the certified copy of this certificate in accordance to Article 4 of the Directive 2007/59/EC	S	Art. 4 Art. 16b 1 (a)	D L AR	Ensuring harmonised conditions for issuing of licences for train drivers	Recommendation 2008 4-12	Follow-up of recommendation delivered in Dec 2008.		
AC09-0117	Preparation of a draft for the basic parameters of the registers for train driver licences and the related measures in accordance to Art. 22 §4 of Directive 2007/59/EC	S	Art. 22 (4) 16b 1 (b)	DL AR	Ensure that information on train driver licences in accordance to Directive 2007/59/EC can be exchanged in interoperable manner between National Safety Authorities	Recommendation 2008 4-12	Follow-up of the recommendation delivered in 2008		
AC09-0118	Preparation of a draft for the technical and operating specifications for train driver smartcard	S	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	déc-12	Report with preliminary analysis		
AC09-0119	Recommendations on the profile and tasks of other crew members performing safety critical tasks which should be regulated by licences/certificates	I/S	Art 28 Art 16c	DL AR	The report will identify whether the licensing of other staff contributes to the improved competitiveness or safety in a cost-effective manner	juin-09	Report June 2009 supported by external study		Study is necessary for this task
AC09-0122	Recommendation of a certification system for the entity in charge of maintenance in accordance with Art. 14a of Directive 2004/49/EC (certification of entities I/C maint)	S	Art14a Art 16a	SD AR	Harmonised requirements for entities in charge of maintenance of railway vehicles	18 months after entry into force of revised SD. July 2010	Reports and draft recommendation to the Commission		Revised timelimit and deliverable acc. to decision
AC09-0123	Support the Commission concerning the use of certification systems along European railway corridors	X/S	Art 17.4	AR	facilitating the mutual recognition of safety certificates along corridors	ongoing	Report to EC via the 2009 progress report		

	Regulation							6+1 END 7+1 SNE	
AC09-0131	Evaluate the way in which national safety rules are established, published and made available and consider measures to improve safety regulation	S	Art. 8.3	SD	Transparency of national safety rules. Assistance to the MS to establish national safety rules.	End April 2009/end 2009	Report and recommendations to the EC on measures to improve safety regulation and accessibility.		
AC09-0133	At request of the EC, carry out a technical examination of new national safety rules	S	Art. 9A	AR	Prevention of further diversity of rules concerning TSIs, CSTs and CSMS	Report within two months of the request	Technical opinions on national safety rules to the EC		
AC09-0134	At request of the EC the Agency will examine the transposition of the Railway Safety Directive into the national legislation of the Member States	S	Art 30(2b)	AR	Assist the EC to monitor the implementation of the Railway Safety Directive into national law in the MS	ongoing	Report to the EC		
AC09-0135	At request of the National Regulatory Bodies and the DER Committee, the Agency will provide technical opinions concerning safety related aspects	S	Art. 10.1 and 10.2	AR	Deliver technical opinions regarding safety items on request of National Regulatory Bodies and the DERC committee	ongoing	Technical opinions		

AC09-0136	At request of the EC, the Agency will participate in the international committees on the transport of dangerous goods (RID).	S	Art 6(2)	AR	Assist the EC to monitor if the RID is consistent with EU railway legislation	ongoing	Recommendations to the EC		
AC09-0138	Make publically accessible national safety rules	S	Art 19 1 (f)	AR	To provide a basis for the evaluation of the rules by the Agency and the monitoring of the rules by the Commission-	ongoing	Management of rules database		Duplicates database on safety related documents (see below)
AC09-0138	Develop a Methodology for assessment of safety related aspects	S	Art 6 (2)	AR	Obtain a common accepted and transparent methodology for assessment of safety related aspects	Report 2010	Contract for a study		Study concerning national safety rules has been replaced by study for impact assessment of safety related aspects

Reporting									7 + 1 SNE
AC09-0151	Report On Safety Performance of Member States	S	Art 9.2	AR	Measurement and presentation of railway safety performances reached in MS	Every two years	<u>Brief progress report to the Commission and Committee Update 2007 figures of the 2008 biennial report</u>		Brief interim report to update 2008 report with 2007 figures
AC09-0152	Development of harmonised definitions for Common Safety Indicators	S	Art 9.1	AR	Development of harmonised definitions for Common Safety Indicators, evaluation and recommendations regarding the use of CSI defined within Annex I of Directive 2004/49/EC	Recommendation Sept-08	Follow-up of the recommendation delivered in 2008		
AC09-0153	Cooperation and coordination of NIBs	S	Art 21.7	SD	Facilitating the exchange of views and experiences of Accident Investigation Bodies by organisation of a network and network meetings	ongoing	Report to EC via the 2009 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. <u>Study on Accident Investigation Methodologies</u>		These are the 2 key deliverables this year - an activity report 2009 for the NIB Network and the initiation of a study on accident investigation methodologies
AC09-0154	Co-operation with Eurostat	S	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	ongoing	Participation in regular meetings with EUROSTAT		
AC09-0102	<u>Keep a public database on safety related documents</u>	S	Art 19 1 ©	AR	<u>Improve transparency and exchange of information</u>	Ongoing	<u>Database already available:regular reviews and updates</u>		This is an ongoing task which is managed under the reporting activity (covers national safety rules deleted above)
AC09-0155	Collection and evaluation of accidents reported by NIBs to the Agency	S	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"	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		

Assessment									6 + END 5
AC09-0170	Elaboration of a recommendation for the 2nd set of Common Safety Targets	S	Art 7 (2)	SD	Updating the values of the 1st set of NRVs and CSTs by taking into account that more and harmonised data based on CSIs will be available	Sep. 2010	Report to EC via the 2009 progress report		
AC09-0171	Elaboration of a recommendation of the 1st set of NRVs and CSTs	S	Art 7 (2)	SD	Facilitating a common measurement of safety performances of railway systems at MS level and common risk perception for railway transport	<u>Feb 2009</u> <u>June 2009</u>	Recommendation to the Commission.		Timelimits changed acc. Decision
AC09-0172	Elaboration of a guidance document for the use of the 2nd set of CSMs	S	Art 6 (3)	SD	Facilitating the introduction and application of the 2nd set of CSMs	<u>April 2010</u> <u>Sept 2012</u>	Report to EC via the 2009 progress report		Timelimits changed acc. Decision
AC09-0173	Elaboration of a recommendation on the 2nd set of CSMs	S	Art 6 (3)	SD	Harmonisation of requirements to carry out safety assessment in a harmonised manner	<u>Sept 2009</u> <u>Sept 2012</u>	Report to EC via the 2009 progress report		Timelimits changed acc. Decision
AC09-0174	Revise first set of CSMs (risk assessment)	S	Art 6.4	SD	Evaluate the experiences and feedback from the introduction and application of the 1st set of CSMs	<u>Sept 2009</u> <u>Dec 2011</u>	External study report and ERA report to the Commission		Timelimits changed acc. Decision

	Horizontal Activities	S						2 3+ 3 Administrative Assistants+1 SNE	
AC09-0100	Other measures in the field of safety	S	Art 6.2	AR	Clarification of items concerning safety which are not covered by the four sectors of the Safety Unit	ongoing	Recommendations to the Commission, if appropriate		
AC09-0101	Transitional Measures	S	Art 6.3	AR	Recommendations to the Commission for the transitional period preceding adoption of CSTs and CSMs and technical specifications for interoperability	ongoing	Recommendations to the Commission, if appropriate		
	<u>Support to the integration of candidate countries in the work streams of the Agency</u>	S	<u>Art 1</u>	<u>AR</u>	<u>Preparatory measures for the participation of candidates and potential candidates in the work of Community Agencies (IPA)</u>	<u>nov-11</u>	<u>Signature of a contract and start of activity</u>		New Activity - ERA participates in the IPA project of the EC for the integration of candidate Balkan countries
AC09-0106	Cooperation between NSAs and NIBs	S	Art 6.5	AR	Facilitate the exchange and harmonisation of information, experiences and methods used between NSAs and NIBs	ongoing	Organisation of common meetings with NSAs and NIBs		
AC09-0107	Establishing a Network with NSA in accordance to Art. 17 of Directive 2004/49/EC	S	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	ongoing	Administration of a network and organisation of network meetings		
total for unit								34 29 + 4 SNE	

Interoperability Unit

Activity Ref	Work	Lead Unit	Legal Basis	Of	Overall Objective	Timing	Output in 2009	Unit Staff
	Drafting new TSIs				Technical support for implementation of rail interoperability			
AC09-31-01	Infrastructure (INF)	I	Art 12, Annex 1	AR, Mandate 2006	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	Ongoing	Follow up recommendation delivered in Dec. 2008 and further advice to the Commission in the preparation of final TSI for submission to the Committee	0,75
AC09-31-01	Energy (ENE)	I	Art 12, Annex 1	AR, Mandate 2006	As above	Ongoing	Follow up recommendation delivered in Dec. 2008 and further advice to the Commission in the preparation of final TSI for submission to the Committee	0,75
AC09-31-01	Passenger Carriages (PAS)	I	Art 12, Annex 1	AR, Mandate 2006	As above	avr-09	Deliver recommendation in March, Follow up recommendation and further advice to the Commission in the preparation of final TSI for submission to the Committee	1,25
AC09-31-01	Locomotives and traction units (LOC)	I	Art 12, Annex 1	AR, Mandate 2006	As above	avr-09	Deliver recommendation in March, Follow up recommendation and further advice to the Commission in the preparation of final TSI for submission to the Committee	1,25
AC09-31-01	Telematic Applications for Passengers (TAP)	I	Art 12, Annex 1	AR, Mandate 2006	As above	sept-09	Deliver recommendation Follow up recommendation and further advice to the Commission in the preparation of final TSI for submission to the Committee	2,25
AC09-31-01	1520 system	I	Art. 12	AR	Detailed analysis of the existing technical rules of the 1520 system and preparation of preliminary documents for its reflection in the TSIs.	déc-09	Report on Analysis of the existing technical rules for Infrastructure, Energy, Locomotives and traction units	1,75

Activity Ref	Work	Lead Unit	Legal Basis	Of	Overall Objective	Timing	Output in 2009	Unit Staff
	Revision to TSIs							
AC09-31-02	Telematic Applications for Freight (TAF)	I	Art 12 (b) Art 2.1	AR FM	Technical support for implementation of rail interoperability, including closure of open points and the adaptation to technical progress and market trends, as well as the correction of non-critical errors as envisaged by the Framework Mandate. Extension of the TSI scope as envisaged by the Directive.	Ongoing	Update of TSIs as required to address the open points, technical progress and market trends. Providing opinion and advice on request of the Commission in respect of TSI deficiencies.	0,75
AC09-31-02	Freight wagons (WAG)	I	Art 12 (b) Art 2.1	AR FM	As above	déc-10	Intermediate report July 2009	2,25
AC09-31-02	Operations (OPE)	I	Art 12 (b) Art 2.1	AR FM	As above	déc-09	Final TSI	2,5
AC09-31-02	INF HS	I	Art 12 (b) Art 2.1	AR FM	As above	Ongoing	Update of TSIs as required to address the open points, technical progress and market trends. Providing opinion and advice on request of the Commission in respect of TSI deficiencies.	1
AC09-31-02	ENE HS	I	Art 12 (b) Art 2.1	AR FM	As above	Ongoing	As above	1
AC09-31-02	Rolling stock (RST) HS	I	Art 12 (b) Art 2.1	AR FM	As above	Ongoing	As above	1
AC09-31-02	Noise (NOI)	I	Art 12 (b) Art 2.1	AR FM	As above	Ongoing	As above	0,5
AC09-31-02	Safety in railway tunnels (SRT)	I	Art 12 (b) Art 2.1	AR FM	As above	Ongoing	As above	
AC09-31-02	Persons with reduced mobility (PRM)	I	Art 12 (b) Art 2.1	AR FM	As above	Ongoing	As above	

Coordination of TSIs								
AC09-31-03	Coordination with ESOs	I	Art. 4.2	Mandate 2006	Alignment of the work of ERA and Standardisation Bodies	Ongoing	Requests for Standards when necessary	1
AC09-31-04	Coordination with NB Rail	I	Art 12 (d)	AR	Assist the Commission by organising and facilitating cooperation of Notified Bodies	Ongoing	Regular coordination meetings and strategic meeting + Subgroups	1
QC09=35=02	Evaluation of National Technical Rules	I	Art 2.3.5	FM	Taking into account the conclusions of draft Interim Report on this activity, the objectives for 2009 are: - Support the Commission in the process of re-notification of National Technical Rules - Support the Commission in the process of creation of the database for National Technical Rules	Ongoing	Running task. Reports according to the availability of lists of NNTR	0,5
AC08-35-02	Work programme for the extension of the scope of the TSI	I	Art 2.3.6	FM	Define the work program for the extension of scope of the TSI. This work program has to be coordinated with other TSI related activities. Define which of the Basic Parameters will be impacted by the extension of the scope.	Apr. 2009	Final Report and Recommendations	0,5
AC09-35_02	TSI Implementation Guide	I	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	déc-09	Implementation Guide	-0,75 0,5
AC09-35-02	General support on TSI implementation (IQ, Minor errors, Opinion on SA refusal PITS)	I	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.	On request	Opinions on request from the Commission	4,6 1
AC09-31-01	Coordination with NSAs	I	Art. 6.5	AR	Organisation and facilitation of cooperation between NSAs in respect of TSI and Interoperability	Ongoing	Regular meetings of the NSA Network (interoperability issues)	1,25
AC09-35-02	Evaluation of Derogations	I	2.3.2	FM	Assist the EC with technical expertise to evaluate national derogations. Avoid unnecessary divergence from TSIs	On request	Opinions on request from the Commission	0,25

Monitoring									
AC09-32-01	Monitor the quality of the work of NoBos and check Nobos to ensure criteria (An VII of ID) are met	I	Art 13	AR	Ensuring quality and consistency of the work of Notified Bodies	On request	Opinions on request from the Commission	0,25	
AC09-33-02	Report on Interoperability	I	Art 14.2	AR	Identify indicators to measure interoperability progress. Understanding of progress towards the objectives	June 2009	Delivery of the Report to the Commission	0,25	
	Promote Interoperability (innovations, procedures for implementation, assist the Commission)		Art 21	AR	As specified by the Commission	On request	Delivery of the requested outputs		
AC09-34-01	Examination on Interoperability Projects	I	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	On request	Report as request by the Commission	1	
	Support to the Commission to develop the interoperability work programme	I	Art. 31	ID	Multi-annual calendar for TSI revisions	juin-09	Support to the Commission in the preparation of the calendar		

Certification of maintenance workshops									
AC09-35-01	Certification of Maintenance workshops	I	Art 16	AR	Development of a European system for certification of maintenance workshops for rolling stock taking into account the implementation of the system.	Ongoing	Follow up recommendation delivered in Sept. 2008 and further advice to the Commission in the preparation of final submission to A21C in April 2009	0,5	
						10/2008 -03/2009	Consultation of the Social Dialogue Committee		
						Ongoing	Update the implementation guide as required		

	Vocational Competences								
AC09-36-04	Preparation of draft Community criteria on the choice of examiners and examinations	I	Art 16 b - 1 (c) Art 25	AR DL	Supporting Member States in regard to their task of choosing examiners and examinations.	June 2009	Report containing draft criteria for the choice of examiners and examinations	0,25	
AC09-36-06	Assisting to the cooperation amongst Member States in the implementation of the Train Drivers Directive.	I	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.	approx. 2011	Needs assessment and work concept plus report to the Commission on questions, solutions, difficulties discussed (2 - 4 meetings as required / requested)	0,25	
AC09-36-07	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.	I / EE	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	Dec 2012	Report at the request of the Commission	0,25	
AC09-36-12	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.	I / S	Art 16c	AR	Identify whether the licensing of other staff contributes to the improved competitively or safety in a cost-effective manner	June 2009	Report to the Commission	0,5	
AC09-36-13	Recommendations on specifying common criteria in regard to vocational competence and assessment of staff involved in operation and maintenance and not covered by Art. 16b or 16c.	I	Art 17 .1	AR	Contribute to interoperability and safety of the railway system by providing common criteria in regard to staff involved in case such criteria are needed or appropriate to provide improvement.	June 2009	Evaluation report to the Commission on the question, if further details on minimum language competence requirements are needed for train driver certification and mutual recognition of licences and if yes, how to develop them.	0,25	
AC09-36-14	Recommendations in regard to a system for accreditation of training centres	I	Art 17 .2	AR	Facilitate the mutual recognition of training services in particular those offered in the context of train driver certification	March Nov 2009	Report on accreditation criteria March 2009 Report on accreditation system Nov 2009	0,25	

	Databases and Registers								
AC08-37-01	National Vehicle Register (NVR)	I	Art 18 1 (a)	AR	Common specification for National Vehicle Registers	mars-09	Follow up of recommendation delivered in 2008 Report on the evaluation of the pilot project including the communication protocol for the connection of NVRs to the VVR	0,25	
	Register of Authorised Vehicle Types	I	Art 18 1 (b)	AR	Enabling the stakeholders to obtain the information on the types of vehicles authorised in different MSs, facilitating the data exchange between the NSAs	déc-09	Specification of the register and template of declaration, and recommendation to the Commission, the register implemented in the Agency's database	0,5 0,25	Specifications drafted by end of year, implementation postponed to 2010
	Infrastructure Register	I	Art 18 1 (c)	AR	Establishing compatibility with rolling stock Establishing progress with establishment of TSI compliant Infrastructure Specification	déc-09	Specification of the data to be kept in the Infrastructure Register, establish the link to the national registers	0,5	
	Vehicle Keeper Marking(VKM) register	I	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	Ongoing	Publication of updated VKMs on first Wednesday of each month (except August)	0,25	
AC09-38-03	Setting up Interoperability Documents Database (IDB) (including ECVVR, VKM)	I	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. Publish list of National Technical Rules	May 2009	Operational IDB part within the Agency's common public database of Interoperability and Safety Documents.	1,25	
AC09-35-02	National Technical Rules	I	Art 2,3,4 + Art 9a	FM + AR	Evaluation of NTRs notifications	Ongoing	Reports to the Commission on request	0,75	

total for unit								34 30	Recruitment of one AST4 postponed to 2010 introduces slowdown of issuing implementation guide and implementation of registers
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ERTMS Unit

AC09-E001	Update the ERTMS specifications	E	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	2012	June 2009: Engineering Rules Onboard; December 2009: Eng Rules trackside and Test interfaces		
AC09-E002	Set up a procedure for (ERTMS) change management and a register for changes	E	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	March 2009	Agency Document; CR Database in operation		
AC09-E003	Develop a Version Management Strategy;	E	Art 21a 4	AR	Define and validate with sector the technical mechanism: define the operational constraints for ETCS and separately for GSM-R	April 2009	Release of SVM specifications for ETCS and GSM-R		
AC09-E004	Assess the costs and migration mechanisms for early implementations before Commission Decision of 23/4/2008	E	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.	No deadline	By Dec-2009 Beginning 2010 Pilot assessment report to the Commission		Pilot assessment postponed due to staff reduction
AC09-E005	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	E / X	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)	Dec 2009	Report to the Commission on the procedures; Recommendations in case of incompatibilities or non-equivalence of ERTMS related NNTRS		
AC09-E006	CCS TSI	E	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	Feb-2009 3Q 2010	Intermediate report to the Commission posptoned to 1Q 2010		Activity of WP reduced due to staff reduction
AC09-E007	Support the EC to develop EU deployment plan and coordinating ERTMS installation along corridors. Support for other units	E	Art 21a 3	AR	survey of implementation versions, support on request		On demand support		
AC09-E008	Evaluate ERTMS certification	E	Art 21a 7	AR	Evaluate test and certification procedures, in particular the role and organisation of test laboratories and test centres	2010	informal progress report to the Commission		
tot for unit								⁴³ 12 + 1 CA	The CA will be recruited only for the last few months of 2009

Cross Acceptance Unit

Activity Ref	Work	Lead Unit	Legal Basis	Of	Overall Objective	Timing	Output in 2009	Unit Staff	
TBA	Strategy, long term plan, work programme and annual report	X	Art 25 2 (c)	AR	Plan and review the Activities of the Agency	ongoing	Completion of Strategy document, Agency long term plan, 2010 work Programme and 2008 Annual Report	0,7	
TBA	Coordinate the Agency's approach to research	X	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	ongoing	Internal reviews of Agency research needs and of the impact of sector research on Agency recommendations	0,15	
TBA	Coordinate relationships with stakeholders	X	Art 3	AR	Overview review the activities of the Agency with stakeholders. Identification of specific problem areas	ongoing	Regular review meetings	0,15	
TBA	Facilitate Member States' acceptance of vehicles placed in service in another Member State in order that they may harmonise their decision-making criteria	X	Art 9b 1 Art 17.4	AR SD	Facilitate a common approach to the vehicle authorisation process	ongoing	Working party and sub-group meetings. Review of Member State's acceptance processes (including processes to be adopted for corridors). First documentation of the elements of a common approach	2,76 3	
TBA	Review the list of parameters in Section 1 of Annex VII to the directive and make recommendations	X	Art 9b 2 Art 27 2	AR ID	Ensure consistency between the parameters checked for TSI conform and non TSI conform vehicles	19-janv-09	Recommendation and follow up	1	
TBA	Facilitate the harmonisation of decision making in respect of national rules related to placing vehicles and vehicle related subsystems into service.	X	Art 17.3 Art 9 b 3 Art 27 3	SD 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 requirements in national rules relating to the vehicle parameters to be checked.	Ongoing	Progress reports to EC and Committee	0,6 0,75	
TBA	Draft Reference Document cross referencing national rules for placing vehs in service and update thereof	X	Art 17.3 Art 9 b 3 Art 27 3	SD AR ID	Establish equivalence between national rules to facilitate mutual recognition of rules and authorisations	First draft 1 year after Agency Regs into force	Document. First version late 2009	2,76 3,25	
TBA	When called upon by an NSA or the commission provide opinions on the equivalence of national rules	X	Art 10.2 (a)	AR	Facilitate mutual recognition of national rules related to vehicles and their authorisation	2 months	As required		
TBA	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	X	Art 10 2 (b)	AR	Technical opinion to facilitate appeals	2 months	As required		
total for unit								7+2SNE	Temporary Agents reduced by 1. Aspiration to recruit 2XSNE (6 months) to compensate

Economic Evaluation Unit

Activity Ref	Work	Lead Unit	Legal Basis	Of	Overall Objective	Timing	Output in 2009	Unit Staff	
Evaluation of recommendations	Evaluation of Agency recommendations	EE	Art 6 Art 7	ID SD	Provide an impact assessment for each Agency recommendation to support decision-making (internal and external)		Applied methodologies and assessment reports		
Evaluation of projects	Opinions in the context of projects or corridors (including CBA on the application of Driver Licensing to drivers operating exclusively nationally)	EE	Art 21b	AR	Provide assistance to the Commission, upon request, in evaluating economic rationale leading to requests for derogations or for EU funds		Reports delivered to Commission, or participation to works of the Commission, all upon request		
Methodology & supporting tasks	Methodology and data management	EE	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)		General methodology updates, questionnaire management, setup of DREAM database		
total for unit								6 + 1 CA	Correction to mistake in original (EE should have been 7 not 9 Admin 37 not 35)

Administration unit

Activity Ref	Work	Lead Unit	Legal Basis	Of	Overall Objective	Timing	Output in 2009	Unit Staff	
	Maintain and further improve the management of the Agency's human resources	ADMIN			* 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		* 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 * A new HR management tool implemented	9 9.5	
	Maintain and further improve the financial management throughout the financial cycle from planning and budget preparation to the production of the annual accounts	ADMIN			Promote the principle of sound financial management within ERA and more particularly * reduce the time needed for processing financial files * ensure a smooth introduction of ABAC with a minimum of interruption of the daily work * prepare a new/revised Financial Regulation based on the new framework regulation * proceed with the documentation of internal procedures * complete the work on an own mission guide for ERA		* ABAC implemented * A new/revised Financial Regulation prepared * An own mission guide in place * A procurement management system implemented (if an appropriate solution is available)	13,5	
	Maintain and further improve the support in the field of information and communication technologies in relation to operational projects, infrastructure and administrative applications	ADMIN			* 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 implementation of IT solutions in support of administrative functions such as HR management and procurement * Progressing the deployment of best-practice support processes based on ITIL service management * Implementing business-continuity IT solutions to support a range of disaster-recovery scenarios.		* The Virtual Vehicle Register and Safety, interoperability and DREAM databases in place and maintained * HR management and procurement management tools put in place (provided suitable solutions can be found) * Back-up and storage system to be in place.	9 9.5	
	Maintain and further improve the physical working environment and the logistic support throughout the Agency	ADMIN			* Prepare and direct the smooth removal to the new headquarters in order to reduce the negative impact on the work of the Agency * 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		* The new headquarters will be fully equipped and operational and the staff installed * User groups for the two sites will be in place and fully operational	3.5 4.5	
total for unit								36 37	Corrections to mistake in original (EE should have been 7 not 9 Admin 37 not 35)

	Proposed change
	Tasks on request
	New task (Framework Mandate , Driver Licensing or Directive Amendments)
AR	Agency Regulation (Regulation 881/2004 as amended by ???/2008)
SD	Safety Directive (Directive 2004/49/EC as amended by 2008/??)
ID	Interoperability Directive (Directive 2008/57/EC)
DL	Driver Licensing Directive (Directive 2007/59)
FM	Framework Mandate (Commission Decision of 13/07/2007)