

Making the railway system
work better for society.

1 User Manual - ERADIS Interoperability Documents

ERADIS-ECM

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Click here to enter a date.			
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Document Review and Approval

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[Clearly indicate the review by the System Owner or Project Steering Committee chair]

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2 About ERADIS

The ERADIS is a public database of safety and interoperability documents developed and managed by the Agency. The application is available from both the Agency’s public website (www.era.europa.eu) or directly at the new WEB address: <https://eradis.era.europa.eu>. The ERADIS database ensures that the information relevant to the safety and interoperability of the railways in the Member States is accessible and transparent for all interested parties and stakeholders in the railway; therefore the consultation of the ERADIS is open to all public users.

2.1 Contact ERADIS team

For contacting ERADIS team, users can click on the “Contact ERADIS Team”, which is located on the footer of each page.

[Terms of Use](#) | [Copyright Notice](#) | [Privacy Statement](#) | [Contact ERADIS Team](#)

3 Log in to ERADIS

The ERADIS users can be grouped into 3 role categories, each one is divided into several sub-categories:

- ERA Internal

An internal actor (ERA) is a user within the Agency. The types of internal actors are as follows:

- ERADIS Administrator who manages the reference data of ERADIS
- Safety Administrator who handles actively the Safety documents
- Interoperability Administrator who handles actively the Interoperability documents.

All types of internal actors need a secured access to the application by providing a login name and a password.

- ERA External:

An external actor (ERA-EXT) is a user who receives a secured access to ERADIS application by providing a login name and a password and is requested to provide Interoperability or Safety information; an external actor can belong to one of the following categories:

- National Safety Authority (NSA)
- Licencing Authority
- Annual Reports
- National Investigation Body (NAIB)
- Entity in Charge of Maintenance (ECM)
- Assessment
- Manufacturer
- Railway Undertaking Service Quality reports
- National Enforcement Body

- Anonymous

Anonymous is a user who can access the ERADIS application without providing a login name and a password: this actor can browse and consult any published (validated) Safety and Interoperability documents

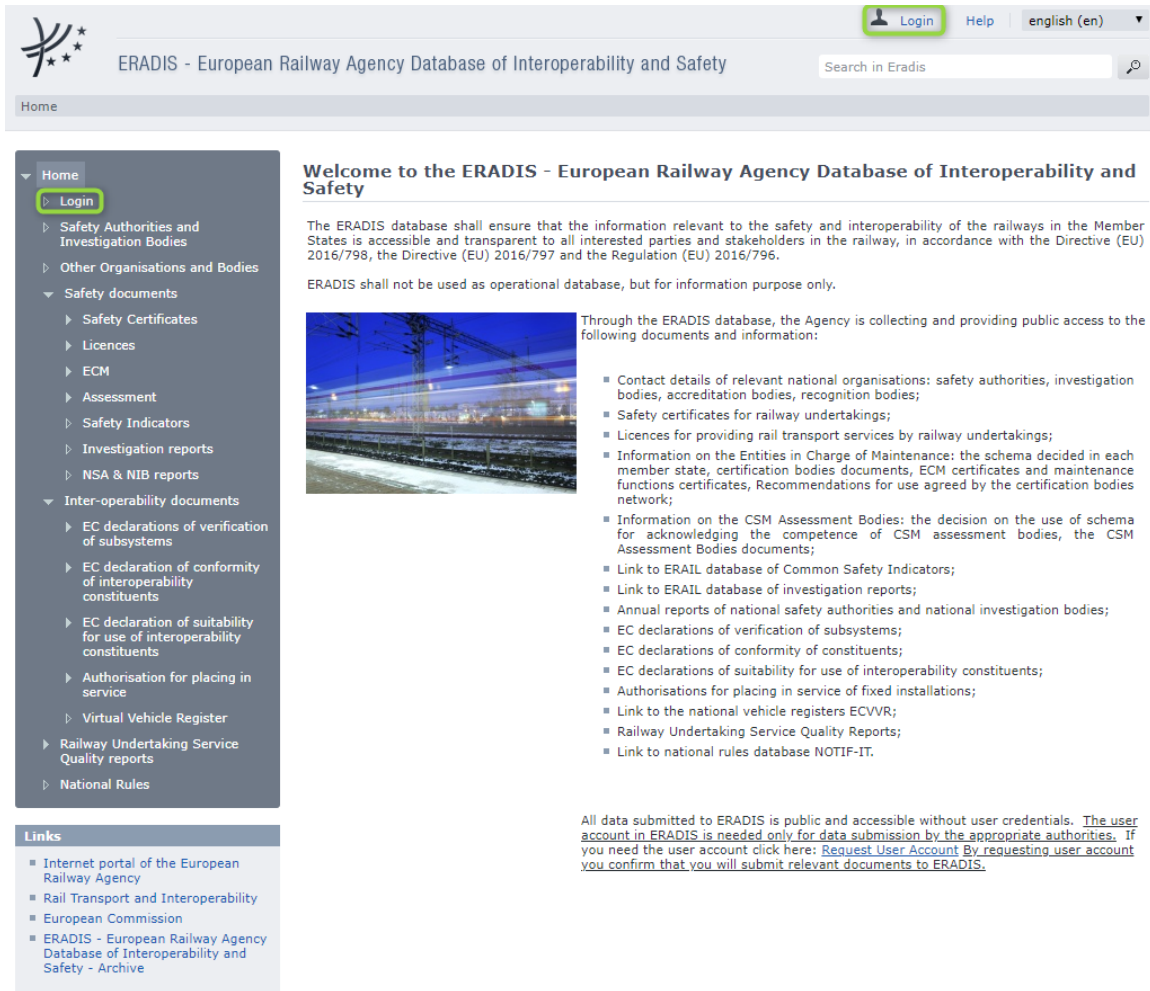
Each category, depending on the given privileges, has different access to the various application modules in which the user can handle the information, as summarised in the following table:

Module	Category	Anonymous / ERA-EXT NEB	ERA ERADIS Admin.	ERA Safety Admin.	ERA Interoperabil ity Admin.	ERA-EXT NAIB	ERA-EXT NSA	ERA-EXT Licencing Authority	ERA-EXT Annual Reports	ERA-EXT Assessment	ERA-EXT Manufacturer	ERA-EXT ECM	ERA-EXT RU SQP reports	ERA-EXT Notified Bodies EC Certificates
Administration			X											
Search		X	X	X	X	X	X	X	X	X	X	X	X	
Safety Certificates				X			X							
Licences				X				X						
Schema				X										
Certification Bodies				X								X		
ECM Certificates				X								X		
ECM MoU Certificates				X										
Maintenance functions certificates				X								X		
MS Decision				X										
Assessment Bodies				X						X				
Safety Indicators				X			X							
Investigation Reports				X		X								
NSA & NIB Reports				X					X					
EC Verification Subsystems					X		X				X			
EC Conformity Constituents					X		X				X			
EC Suitability Constituents					X		X				X			
Authorisation					X		X							
NoBo EC Certificates					X									X

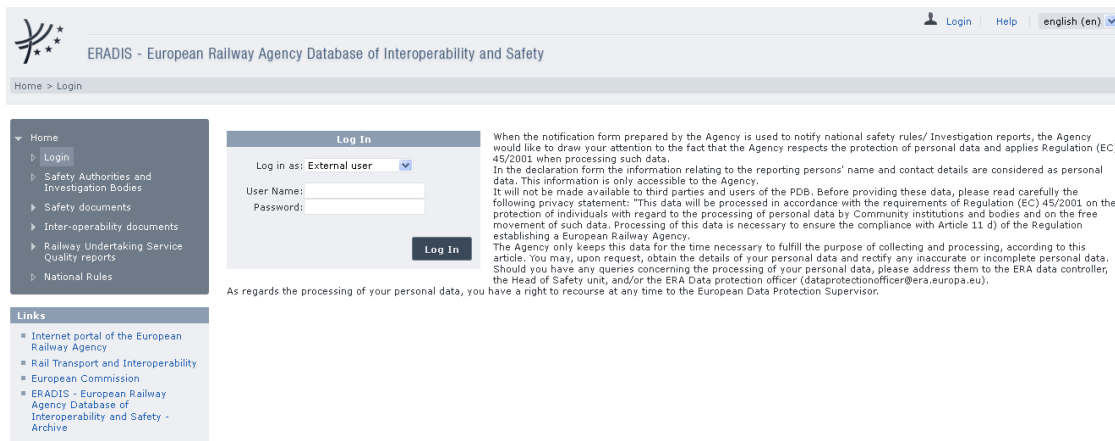
Category Module	Anonymous / ERA-EXT NEB	ERA ERADIS Admin.	ERA Safety Admin.	ERA Interoperabil ity Admin.	ERA-EXT NAIB	ERA-EXT NSA	ERA-EXT Licencing Authority	ERA-EXT Annual Reports	ERA-EXT Assessment	ERA-EXT Manufacturer	ERA-EXT ECM	ERA-EXT RU SQP reports	ERA-EXT Notified Bodies EC Certificates
Railway Undertaking Service Quality reports				X								X	
Data Quality Check			X										
Data Mining Report			X	X									
Statistics		X											

The ERADIS application is developed in a WYSIWYCP way (What You See Is What You Can Perform), that is, the current user will be able to perform only those actions that are allowed by the category he belongs to.

In order to access the ERADIS as ERA or ERA-EXT user, it is necessary to be logged in. Login page is accessible from the menu on the main page by clicking on the menu item or click on the icon as illustrated below:

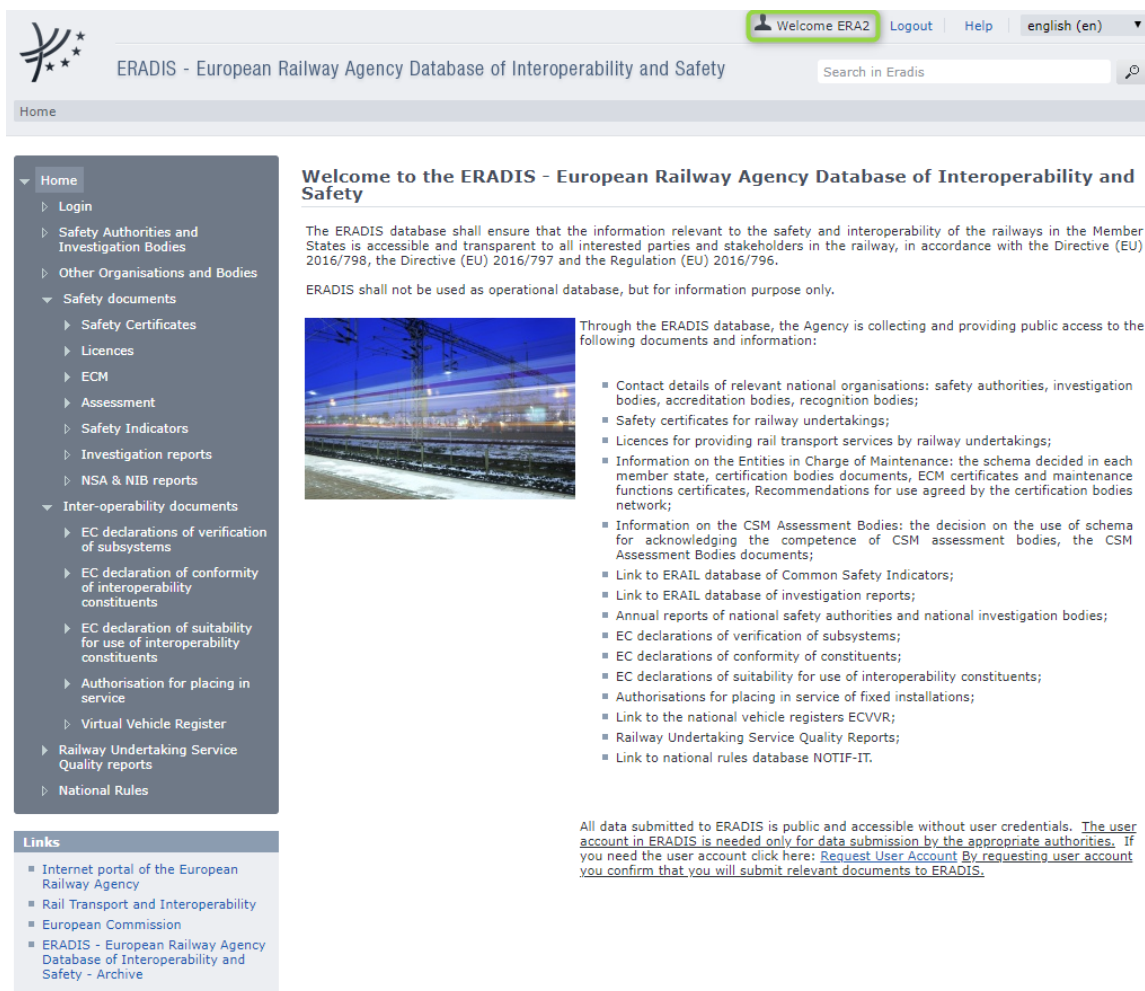


The Login screen will be displayed:



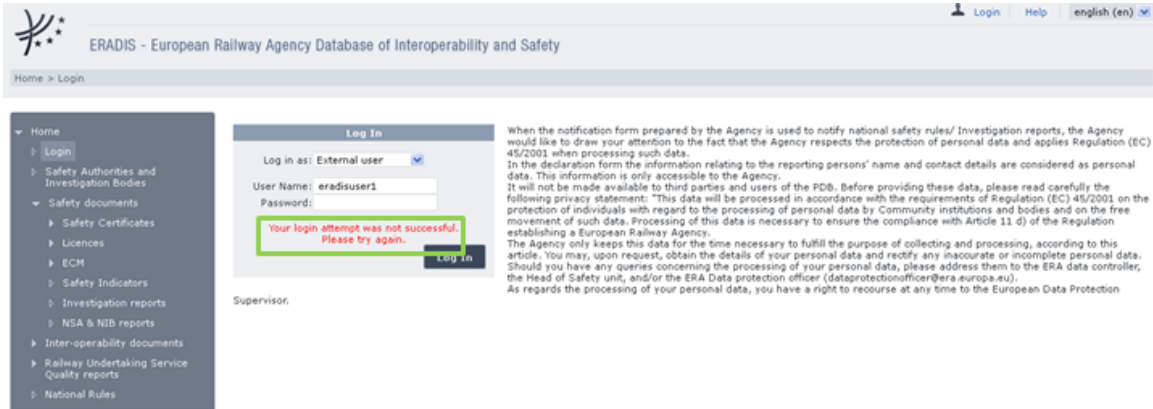
Select an item in “Log in as” list (ERA internal or ERA external), provide user name/password of a user and click on the "Log In" button.

If the user is logged in successfully, the welcome screen will be displayed:



According to the role(s) of the connected user, the privileges are granted to the user in order to give access to information or functionalities reserved for advanced ERADIS users identified either as an internal user (ERA staff - ERA) or as an external user (not ERA staff - ERA-EXT).

If an error occurs (from username or password, etc.), an error message will be displayed:



4 EC Declarations of Verification of Subsystems

User Category	User Role	Allowed Actions
ERA Interoperability Administrator		Search for EC Declaration Verification Subsystems Submit new EC Declaration Verification Subsystems Amend, request to revoke existing EC Declaration Verification Subsystems Validate, revoke, reject EC Declaration Verification Subsystems
ERA-EXT NSA	EC Verification Subsystems	Search for EC Declaration Verification Subsystems Submit new EC Declaration Verification Subsystems Amend, request to revoke existing EC Declaration Verification Subsystems
ERA-EXT Manufacturer	EC Verification Subsystems	Search for EC Declaration Verification Subsystems Submit new EC Declaration Verification Subsystems Amend, request to revoke existing EC Declaration Verification Subsystems
Anonymous Non-Authorised User		Search for EC Declaration Verification Subsystems

Each submitted/amended/requested to revoked EC Declaration will need to pass an ERA validation first in order to become available to the public, which will only be allowed to read existing EC Declaration that have been validated by ERA.

4.1 Authorised users

4.1.1 EC Declaration Verification Subsystems main page

The following screenshot displays the EC Declaration Verification Subsystems main page for the following users:

- Any ERA user for which the Interoperability Administrator role is granted
- Any ERA-EXT user for which the NSA-EC Verification Subsystems role is granted. Among these users, only those who belong to the same organisation as the EC Declaration issuer have the authority to amend/request to revoke.
- Any ERA-EXT user for which the Manufacturer-EC Verification Subsystems role is granted. Among these users, only those who belong to the same organisation as the EC Declaration applicant have the authority to amend/request to revoke.

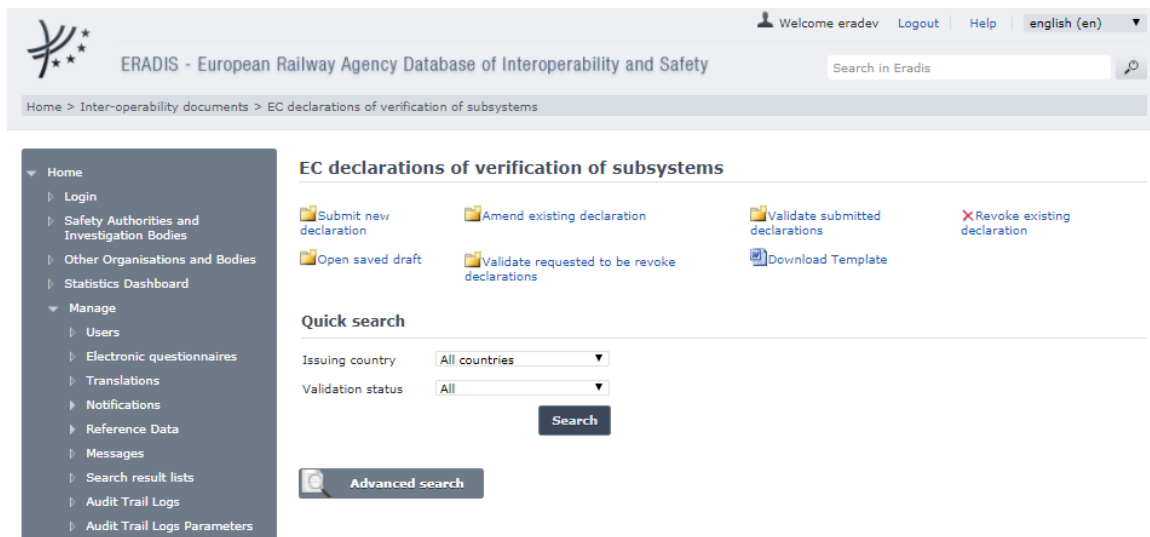


Figure 1

4.1.2 Searching for an EC Declaration

4.1.2.1 Quick search

The quick search allows you to quickly find an EC Declaration issued by a certain country and/or in a certain validation status.

On the main page (Figure 1), select an issuing country and/or a validation status from the lists.

Quick search

Issuing country:

Validation status:

And press the button: a list will be displayed.

EC declarations of verification of subsystems search results

Large Result List Items per page:

Applicant country	Document ID number	Applicant Name	Type of subsystem	Date of validity	Date of issue	Link to the technical annexes of doc
France	FR/00000124578369/2013/000001	Alstom France	CCS	28/02/2013	01/02/2013	test.txt testdata.csv testLogo.jpg
Italy	IT/00000000123456/2013/000002	Ferriere Cattaneo	CCS	07/08/2013	05/08/2013	Dummy Docv1.0.pdf
	IT/00000000123456/2013/000011	Ferriere Cattaneo	CCS	10/07/2013	09/07/2013	Dummy Docv1.0.pdf 16.gif
	IT/00000000123456/2013/000011	Ferriere Cattaneo	CCS	10/07/2013	09/07/2013	Dummy Docv1.0.pdf 16.gif
	IT/00000001234566/2013/010111	Ferriere Cattaneo	CCS	-	06/11/2013	Project Management Guide.pdf

Total 5 item(s) found.

[Go back to Quick Search](#)

Figure 2

The search results are grouped in pages:

- To **go to a specific page**, click on the page number (**1 2 3 4**) at the bottom of the list
- To **move to the next/previous page**, click on the **Next>** / **<Previous** link at the bottom of the page
- To **display more/less items per page**, chose the number of items in the Items per page list at top of the list
- To **print the list**, click on the [Print](#) link at the top of the list
- To **export the list** into an Excel file, click on the [Export to Excel](#) link at the top of the list

- To **sort the list**, click on the field header you want to sort by: sorting is done *per group*, where a group is defined first by the applicant country, by the Document identification number and then by the applicant name
- To **view additional columns**, tick the **Large Result List** flag on the top of the list
- To **view an EC Declaration**, click on the “Document identification number” field of the EC Declaration you want to view
- To **open an attachment**, click on the attachment’s name

4.1.2.2 Advanced search

The advanced search allows you to find an EC Declaration satisfying multiple criteria.

On the main page (Figure 1), click on the  button: a page will be displayed.

EC declarations of verification of subsystems Advanced Search

ID data

Document ID number Version number

Document owner/holder

Applicant Country

Applicant Organisation Name

Applicant National Registration No

Authorised representative Country

Authorised representative Organisation Name

Authorised representative National Registration No

Description/title

Type of subsystem

Certificate of conformity

ID number of the Certificate of conformity issued for this declaration

References

To EC Directives



To TSIs

Signatories

First name of signatory



Surname of signatory

Validity

Date of issue from  Date of issue to 

Other searchable fields


Status of the doc

Date of publication in Database from  Date of publication in Database to 

Name of the user who uploaded the doc


Organisation of the user, who uploaded the doc

Figure 3

Fill in the search criteria and click on the  button: a list will be displayed as shown in Figure 2.

4.1.3 Submitting a new EC Declaration

This feature allows the submission of new EC Declaration. EC Declarations can be submitted either by applicant themselves or competent National authority.

On the main page (Figure 1), click on the  [Submit new declaration](#) link: the following page will be displayed

[Export to PDF form](#) | [Print](#)

Submit a new EC Declaration of verification of subsystem

Note :
- For the fields marked by an asterisk, information is mandatory

1. Document owner/holder

Applicant Country*

Applicant Organisation*

Applicant Name*

Applicant Postal address*

Applicant City*

Applicant National Registration No*

Applicant Postal code*

Authorised representative Country

Authorised representative Organisation

Authorised representative Name

Authorised representative Postal address

Authorised representative City

Authorised representative National Registration No

Authorised representative Postal code

2. Description/title

Type Of subsystem*

Description of the subsystem*

Description of procedures followed in order to declare conformity of the subsystem

3. Approvals

Notified Body

Country *

Organisation *

Name *

Postal address *

City *

Website *

Registration number *

Postal code *

Approval(s) and/or EC certificate(s) issued by Notified Body

ID number of the EC certificate of suitability for use issued for this declaration*

Date of issue (dd/mm/yyyy)*

[Add More](#)

[Add more approval sets](#)

4. References

To EC Directives

- 2008/57/EC
- 95/49/EC
- 2001/16/EC

List of documents in technical file

To TSIs

- 2010/79/EC CCS
- 2006/681/EC
- 2006/679/EC CCS CR

To conditions of use

To derogations

[Attached condition of use](#)

5. Validity

Date of issue (valid from dd/mm/yyyy)*

Date of validity (valid until dd/mm/yyyy)

6. Additional information

First name of signatory

Surname of signatory

[Add More](#)

7. ID data

Document ID number*

[Generate](#)

8. Attached files

[Add attachment](#)

[Clear all fields](#) | [Save as draft](#) | [Send to ERA](#) | [Print](#)

Figure 4

Fill in all the required fields and press the **Send to ERA** button.

If an error occurs (a mandatory field has been left empty, a date format is wrong, etc.), an error message will be displayed, giving details about the error(s):

- Applicant Country is required
- Applicant Organisation is required
- Applicant Name is required

If no error occurs, a confirmation message will be displayed:



EC declarations of verification of subsystems has been submitted successfully.
[View submitted EC declarations of verification of subsystems](#)

You can click on the [View created EC declarations of verification of subsystems](#) link to view the newly created EC Declaration: the following page will be displayed.

At the successful submission of the EC Declaration, a notification message is sent to the issuer.

EC declarations of verification of subsystems

[Go Back to Search Results](#) | [Export to PDF](#) | [Print](#)

1. ID data			
Document ID number	FR/00000124578369/2013/12:	Submission date :	11/12/2013 11:59:04
2. Document owner/holder			
Applicant Country	France		
Applicant Name	Alstom France	Applicant National Registration No	124578369
Applicant Postal address	45, rue L'Edifeur	Applicant Postal code	59300
Applicant City	Valenciennes		
Authorised representative Country	France		
Authorised representative Name	Alstom France	Authorised representative National Registration No	124578369
Authorised representative Postal address	45, rue L'Edifeur	Authorised representative Postal code	59300
Authorised representative City	Valenciennes		
3. Description/title			
Type Of subsystem	Control command and signalling		
Description of the subsystem	test		
Description of procedures followed in order to declare conformity of the subsystem	test1		
4. Approvals			
Notified Body			
Country	France		
Name	Certifer	Registration number	1800
Postal address	89, rue Baudouine	Postal code	59300
City	Valenciennes		
Website	ed.com		
Approval(s) and/or EC certificate(s) issued by Notified Body			
ID number of the approval or EC certificate issued for this declaration	Date of issue		
1234	10/12/2013		
5. References			
To EC Directives	2008/57/EC		
List of documents in technical file			
To TSIs	2006/679/EC CCS CR		
To conditions of use			
To derogations			
Attached condition of use	No attached files		
6. Validity			
Date of issue (valid from dd/mm/yyyy)	10/12/2013	Date of validity (valid until dd/mm/yyyy)	07/12/2016
7. Additional information			
First name of signatory	Surname of signatory		
Tom	Hatson		
8. Attached files			
9. Other fields			
Status of the doc	Submitted		
Version Number	1		
Validation Reason			
Date of publication in Database			
Name of the user, who uploaded the doc	eradis user 20		
Organisation of the user, who uploaded the doc	European Railway Agency		
<input type="button" value="Validate"/> <input type="button" value="Reject"/> <input type="button" value="Create amendment"/>			

Figure 5


4.1.4 Save an EC Declaration as draft

You can save the current page, as laid out on screen, as a draft which can be later retrieved when submitting a new declaration. It is necessary to fill in all the required fields (except the attachment as front page) to save a draft.

To save the current page as a draft, press the **Save as draft** button: the EC Declaration is saved but not still submitted to ERA for validation.

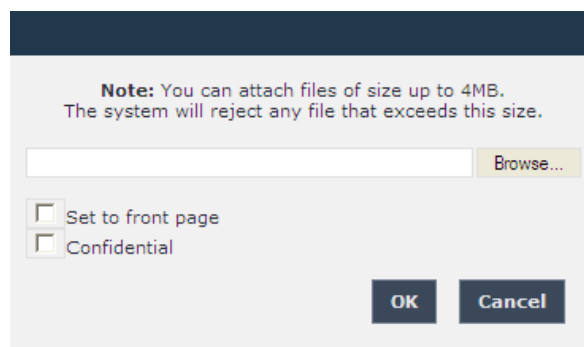
4.1.5 Open an EC Declaration saved as draft

The quick search allows you to quickly find an EC Declaration saved as draft.

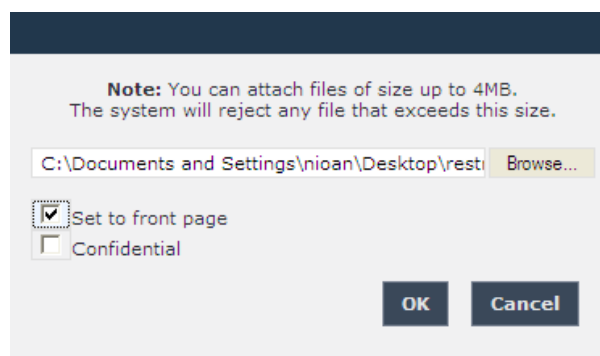
On the main page (Figure 1), click on the  [Open saved draft](#) link: a list of saved drafts will be displayed as shown in Figure 2.


4.1.6 Add attachments

By clicking the [Add attachment](#) link the following window is displayed and electronic attachments can be added to the EC Declaration:



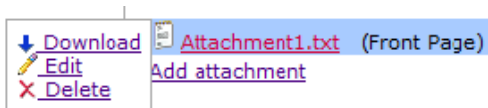
To add a file, press the **Browse...** button, choose the file to attach and check the “Set to front page” option, since at least one attachment of type Front Page is required.



 **ERROR: At least one attachment of type Front Page is required**

Press the **OK** button in order to close the pop up window.

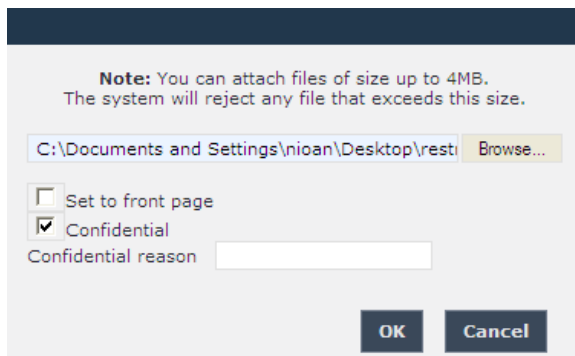
If by mistake the wrong file has been uploaded, it can be removed by clicking on the **X Delete** icon next to the file name, as it is shown in the following figure:



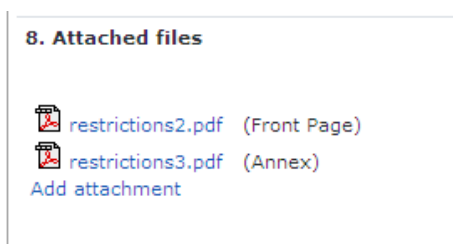
By clicking on the **Edit** icon next to the file name, the following window opens and the attached document can be edit. When finished press the **Update** button in order to close the displayed window.



In case of a confidential uploaded file, the confidential reason can be provided.



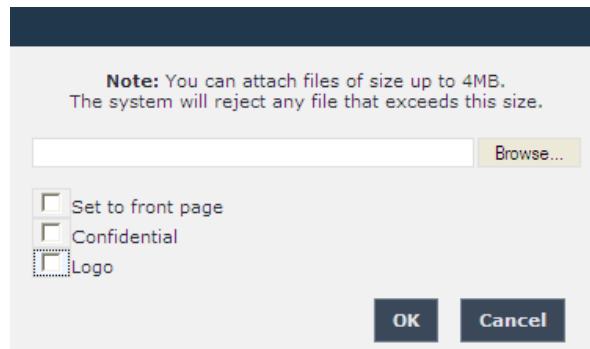
By repeating the above steps, any number of attachments can be added. When finished, all the attachments will be listed at the bottom of the page as shown in the following figure:



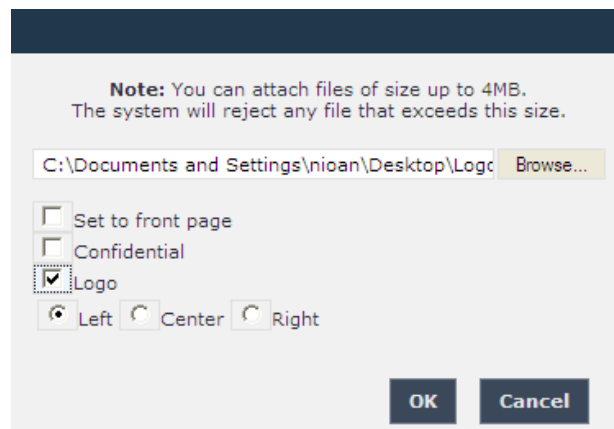
4.1.7 Add a logo

This feature is only available for ERA-EXT users for which the Manufacturer-Verification Subsystems role is granted.

By clicking the [Add attachment](#) link the following window opens and an image representing the logo of the applicant organisation to the EC Declaration can be added:



To add a file, press the **Browse...** button, choose the file to attach and then select the “Logo” option.

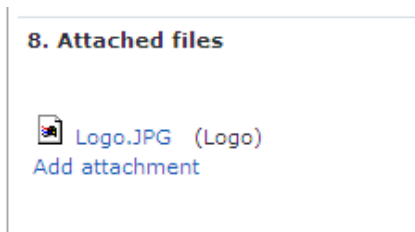


By selecting “Logo”, the following logo alignment options are displayed:

- Left
- Center
- Right

After defining the desired position for the uploaded logo, press the **OK** button.

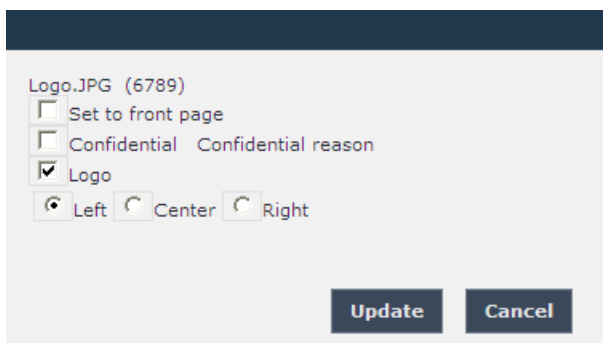
Repeat the steps above to add any number of attachments. When finished, all the attachments will be listed at the bottom of the page as shown in the figure below.



You can download, edit or delete the uploaded logo, by clicking the respective icons next to the file name, as the following figure displays:



In order to edit the uploaded logo, click on the [Edit](#) option and the following pop up window will open:



Select the preferred option and press the **Update** button

4.1.8 Print an EC Declaration

You can print at any time the information on the screen, by clicking on the [Print](#) link at the top of the page.


4.1.9 Export to PDF

The feature is only available for an EC Declaration that is submitted to ERA or validated by ERA.

You can export the EC Declaration from view page (Figure 5), by clicking on the [Export to PDF](#) link at the top of the page.

4.1.10 Export to PDF from

The feature is only available for an EC Declaration that is not still submitted to ERA: the EC Declaration is either new or saved as draft. Also, it is not available for ERA-EXT users with the role NSA-EC Verification Subsystems.


You can export the EC Declaration from view page (Figure 5), by clicking on the  [Export to PDF form](#) link at the top of the page.

You may choose this function in order to send the EC Declaration to ERA by email or to keep it for local storage.


4.1.11 Validating an EC Declaration (ERA Interoperability Administrator only)

This feature allows the ERA internal users with the Interoperability Administrator role to validate provided EC Declarations and make these public on the ERADIS web site.

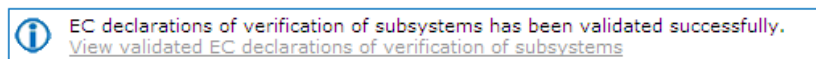
During the process of validation the ERA users will be able to create new reference data entries in case that an EC Declaration will contain new information which was not stored previously within the ERADIS reference data database.

To validate a temporary EC Declaration, search for the submitted EC Declarations (or click on the  [Validate submitted declarations](#) link) in Figure 1 and display its properties by clicking on the EU Identification number you want to validate: a page similar to the one in Figure 5 will be displayed.

Enter the validation reason.

To confirm validation, click on the  button.

In case of no errors, a confirmation message will be displayed.



At the successful validation of the EC Declaration, a notification message is sent to the submitter of the EC Declaration.

The new status of an EC Declaration becomes publicly available to non-authorized users of the ERADIS only after it has been validated by the Agency: until then it is visible only to authorized users in the restricted ERADIS environment.

The following picture depicts a validated EC Declaration which can be accessed by clicking on the [View validated EC declarations of verification of subsystems](#) link.

EC declarations of verification of subsystems

[Go Back to Search Results](#) | [Export to PDF](#) | [Print](#)


1. ID data			
Document ID number	FR/00000124578369/2013/001		
2. Document owner/holder			
Applicant Country	France		
Applicant Name	Alstom France	Applicant National Registration No	124578369
Applicant Postal address	45, rue L'Edifieur	Applicant Postal code	59300
Applicant City	Valenciennes		
Authorised representative Country			
Authorised representative Name		Authorised representative National Registration No	
Authorised representative Postal address		Authorised representative Postal code	
Authorised representative City			
3. Description/title			
Type Of subsystem	Control command and signalling		
Description of the subsystem	test ED		
Description of procedures followed in order to declare conformity of the subsystem			
4. Approvals			
Notified Body			
Country	France		
Name	Certifer	Registration number	1800
Postal address	89, rue Baudouine	Postal code	59300
City	Valenciennes		
Website	test@ED.com		
Approval(s) and/or EC certificate(s) issued by Notified Body			
ID number of the approval or EC certificate issued for this declaration	test ed		Date of issue
			26/02/2013
5. References			
To EC Directives	2008/57/EC		
List of documents in technical file			
To TSIs			
To conditions of use			
To derogations			
Attached condition of use	No attached files		
6. Validity			
Date of issue (valid from dd/mm/yyyy)	01/02/2013	Date of validity (valid until dd/mm/yyyy)	28/02/2013
7. Additional information			
First name of signatory	Surname of signatory		
8. Attached files			
test.txt (Front page)			
testdata.csv (Annexes)	Confidential reason test confidential UI		
testLogo.jpg (Annexes)	Confidential reason		
9. Other fields			
Status of the doc	In Force		
Version Number	1		
Validation Reason			
Date of publication in Database	09/07/2013		
Name of the user, who uploaded the doc	pdbadmin qwerty		
Organisation of the user, who uploaded the doc	European Railway Agency		
13. Revoke Request Reason			
Revoke Request Reason*			

[Create amendment](#) [Request Revoke](#)


Figure 6

4.1.12 Revoking an EC Declaration (ERA Interoperability Administrator only)

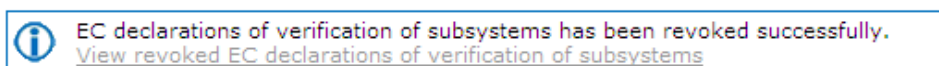
This feature allows the ERA internal users with the Interoperability Administrator role to revoke provided EC Declarations and make these public on the ERADIS web site.

To revoke a temporary EC Declaration, search for the requested to revoke EC Declarations (or click on the  [Validate requested to be revoke declarations](#) link) in Figure 1 and display its properties by clicking on the EU Identification number you want to validate: a page similar to the one in Figure 5 will be displayed.

Enter revoke validation reason.

To confirm revocation, click on the  button.

In case of no errors, a confirmation message will be displayed.





At the successful revocation of the EC Declaration, a notification message is sent to the submitter of the EC Declaration.


The new status of an EC Declaration becomes publicly available to non-authorized users of the ERADIS only after it has been validated by the Agency: until then it is visible only to authorized users in the restricted ERADIS environment.

4.1.13 Rejecting an EC Declaration (ERA Interoperability Administrator only)

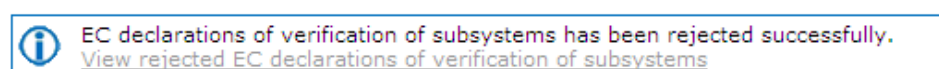
This feature allows the ERA internal users with the Interoperability Administrator role to reject provided EC Declarations and make these not published on the ERADIS web site.

To reject a temporary EC Declaration, search for the submitted EC Declarations (or click on the  [Validate submitted declarations](#) link) or search for the requested to revoke EC Declarations (or click on the  [Validate requested to be revoke declarations](#) link) in Figure 1 and display its properties by clicking on the EU Identification number you want to validate: a page similar to the one in Figure 5 will be displayed.

Enter the validation reason.

To confirm validation, click on the  button.


In case of no errors, a confirmation message will be displayed.



At the successful rejection of the EC Declaration, a notification message is sent to the submitter of the EC Declaration.

4.1.14 Amending an EC Declaration

This feature allows user to amend already issued EC Declaration. All users who belong to the same organisation as the EC Declaration issuer or the EC Declaration applicant, as well as the ERA users, will be able to amend an existing EC Declaration.

To amend an EC Declaration, on the main page (Figure 1) click on the  [Amend existing declaration](#) link: the following page will be displayed

Amend an existing EC declaration of verification of subsystems

This page allows you to easily find a declaration of verification you would like to amend. You may find declaration of verification by specifying search criteria or by browsing all of the declarations of verifications which you can amend.

Declarations of verifications search information	Browse declarations of verifications
Document ID <input type="text"/> Open document	Please click Browse button below if you would like to retrieve a list of all existing declarations of verifications which you can amend. Browse declarations

There are two options to find the EC Declaration for amending.

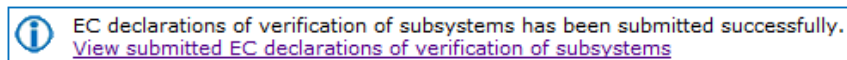
First option is to enter the “Document ID” of the EC Declaration you want to amend and press the **Open document** button: a page similar to the one in Figure 2 will be displayed.

Second option is to browse available EC Declarations for amend. Press the **Browse declarations** button: a page similar to the one in Figure 2 will be displayed.

Click on the EU Identification number you want to amend and a page similar to the one in Figure 4 will be displayed.

Update any relevant fields, and press the **Send to ERA** button.

A confirmation message will appear



At the successful submission of the EC Declaration, a notification message is sent to the submitter of the EC Declaration.

Another way to perform this task is to search for the EC Declaration, view its details (Figure 5 or Figure 6) and press the **Create amendment** button.

4.1.15 Requesting to Revoking an EC Declaration

This feature allows user to request to revoke already issued EC Declaration. All users who belong to the same organisation as the EC Declaration issuer or the EC Declaration applicant, as well as the ERA users, will be able to request to revoke an existing EC Declaration.

To request to revoke an EC Declaration, on the main page (Figure 1) click on the [X Revoke existing declaration](#) link: the following page will be displayed

Revoke an existing EC declaration of verification of subsystems

This page allows you to easily find a declaration of verification you would like to revoke. You may find declaration of verification by specifying search criteria or by browsing all of the declarations of verifications which you can revoke.

Declarations of verifications search information	Browse declarations of verifications
Document ID <input type="text"/> Open document	Please click Browse button below if you would like to retrieve a list of all existing declarations of verifications which you can revoke. Browse declarations

There are two options to find the EC Declaration for requesting to revoke.

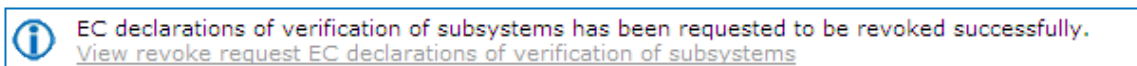
First option is to enter the “Document ID” of the EC Declaration you want to request to revoke and press the **Open document** button: a page similar to the one in Figure 2 will be displayed.

Second option is to browse available EC Declarations for request to revoke. Press the **Browse declarations** button: a page similar to the one in Figure 2 will be displayed.

Click on the EU Identification number you want to request to revoke and a page similar to the one in Figure 5 will be displayed.

Enter the revoke request reason and press the **Request Revoke** button.

A confirmation message will appear



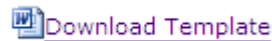
At the successful submission of the EC Declaration, a notification message is sent to the submitter of the EC Declaration.

Another way to perform this task is to search for the EC Declaration, view its details (Figure 6) and press the **Request Revoke** button.

4.1.16 Downloading an electronic form

In case the user prefers to submit a new declaration by using an electronic form to be filled in offline, instead of using the web based form, the ERADIS will allow downloading of an appropriate electronic version of the form.

This feature is only available for ERA users for which the Interoperability Administrator role is granted or ERA-EXT users for which the Manufacturer-EC Verification Subsystems role is granted.



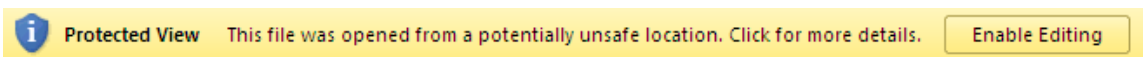
To download the electronic form, on the main page (Figure 1) click on the link: you will be prompted to save the file.

4.1.17 Filling in an electronic form

To fill in offline the previously downloaded electronic form (see §4.1.16), open it in MS-WORD.

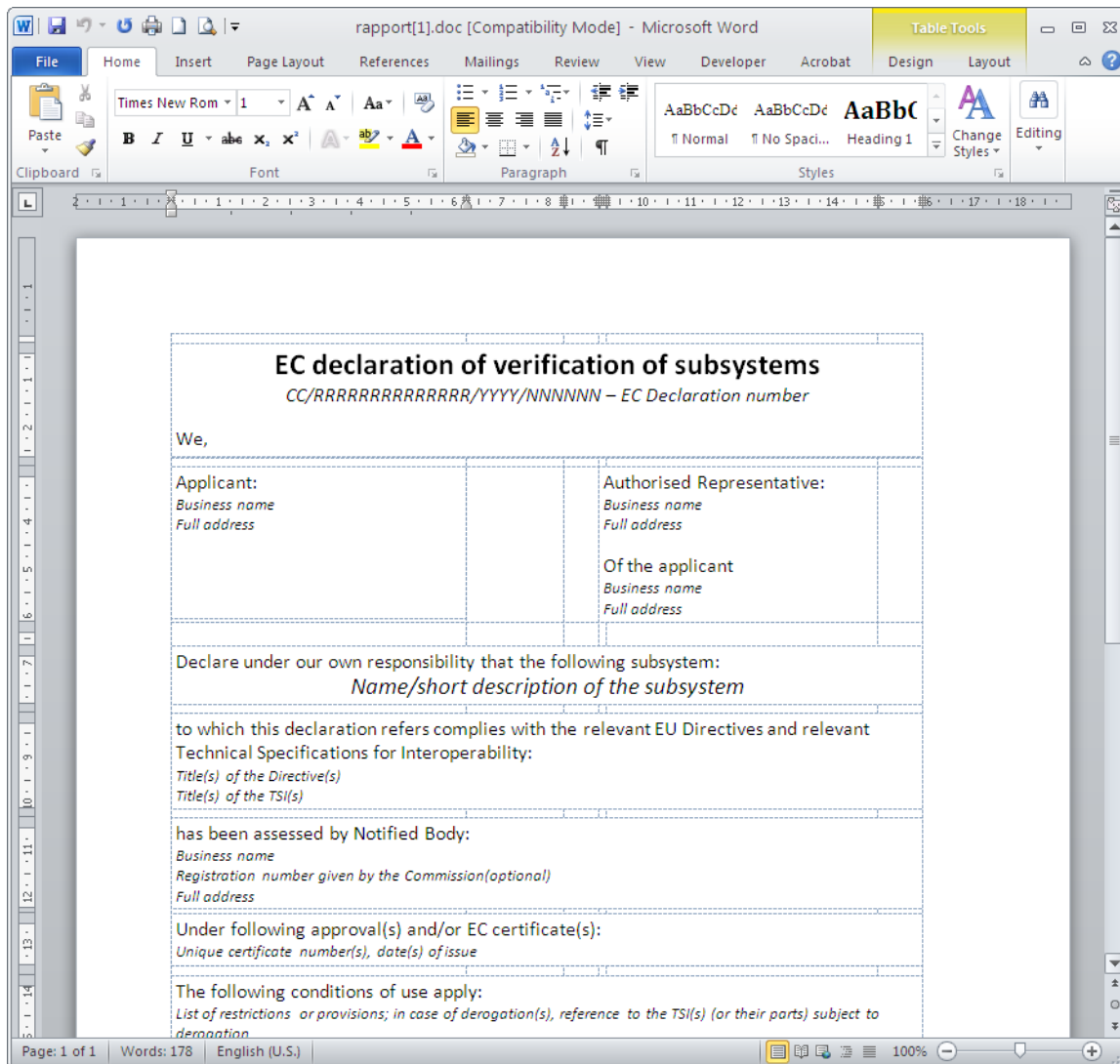
Depending on the MS-WORD version:

- The following warning appears on the top of the MS-WORD document



Click on the “Enable Editing” button

MS-WORD will open document, ready to edit.



Fill in the fields

Save the file by clicking on File-Save (or File-Save As) in the menu.

4.2 Anonymous or non-authorized users

4.2.1 EC Declaration Verification Subsystems main page

The following screenshot displays the EC Declaration Verification Subsystems main page for the following users:

- Anonymous: user not logged to the application
- Any ERA user for which the Interoperability Administrator role is not granted
- Any ERA-EXT user for which the NSA-EC Verification Subsystems role is not granted
- Any ERA-EXT user for which the Manufacturer-EC Verification Subsystems role is not granted.

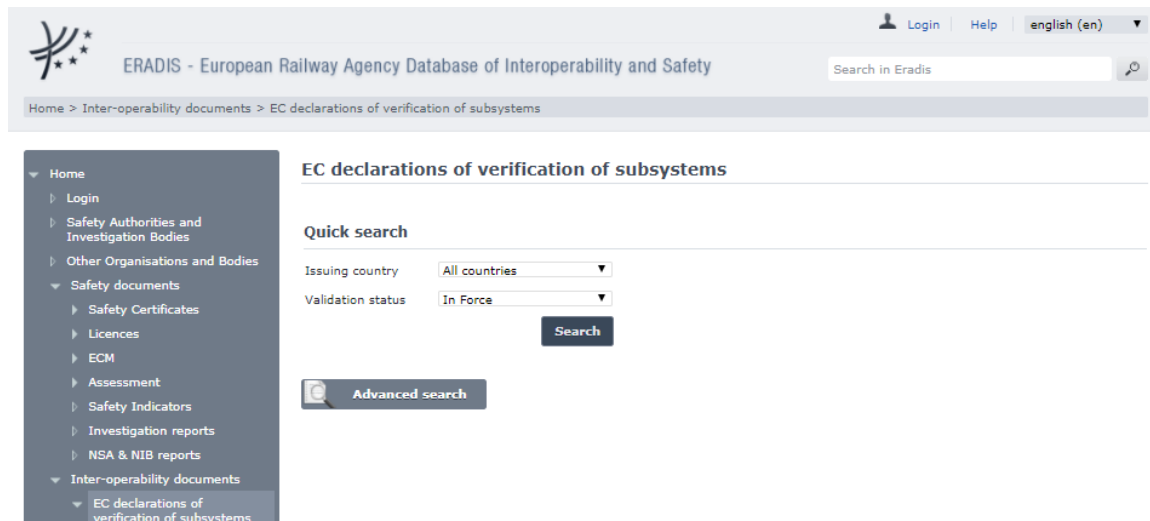


Figure 7

4.2.2 Searching for an EC Declaration

4.2.2.1 Quick search

The quick search allows you to quickly find an EC Declaration issued by a certain country and/or a certain validation status.

On the main page (Figure 7), select an issuing country and/or a validation status from the lists.

And press the  button: a list will be displayed.

The screenshot shows the ERADIS web interface. At the top, there is a navigation bar with the ERADIS logo, the text "ERADIS - European Railway Agency Database of Interoperability and Safety", and links for "Login", "Help", and "english (en)". A search bar is also present. On the left, a sidebar menu is visible with categories like "Home", "Login", "Safety Authorities and Investigation Bodies", "Safety documents", and "Inter-operability documents". The main content area displays the search results for "EC declarations of verification of subsystems". It includes a table with columns for Applicant country, Document ID number, Applicant Name, Type of subsystem, Date of validity, and Date of issue. Two results are shown for Italy. Above the table are links for "Print" and "Export to Excel", and a checkbox for "Large Result List". Below the table, it states "Total 2 item(s) found." and a link to "Go back to Quick Search".

Applicant country	Document ID number	Applicant Name	Type of subsystem	Date of validity	Date of issue
Italy	IT/0000000123456/2013/000011	Ferriere Cattaneo	CCS	10/07/2013	09/07/2013
	IT/00000001234566/2013/010111	Ferriere Cattaneo	CCS	-	06/11/2013

Figure 8

The search results are grouped in pages:

- To go to a specific page, click on the page number (1 2 3 4) at the bottom of the list
- To move to the next/previous page, click on the Next> / <Previous link at the bottom of the page
- To display more/less items per page, chose the number of items in the Items per page 10 list at top of the list
- To print the list, click on the Print link at the top of the list
- To export the list into an Excel file, click on the Export to Excel link at the top of the list
- To sort the list, click on the field header you want to sort by: sorting is done *per group*, where a group is defined first by the applicant country, by the Document identification number and then by the applicant name
- To view additional columns, tick the Large Result List flag on the top of the list
- To view an EC Declaration, click on the "Document identification number" field of the EC Declaration you want to view

[Go Back to Search Results](#) | [Export to PDF](#) | [Print](#)

EC declarations of verification of subsystems

1. ID data

Document ID number	IT/00000001234566/2013/01C		
--------------------	----------------------------	--	--

2. Document owner/holder

Applicant Country	Italy		
Applicant Name	Ferriere Cattaneo	Applicant National Registration No	1234566
Applicant Postal address	via	Applicant Postal code	20100
Applicant City	Milano		
Authorised representative Country			
Authorised representative Name		Authorised representative National Registration No	
Authorised representative Postal address		Authorised representative Postal code	
Authorised representative City			

3. Description/title

Type Of subsystem	Control command and signalling		
Description of the subsystem	desxcr i		
Description of procedures followed in order to declare conformity of the subsystem			

4. Approvals

Notified Body

Country	France		
Name	Certifer	Registration number	1800
Postal address	89, rue Baudouine	Postal code	59300
City	Valenciennes		
Website	www.		

Approval(s) and/or EC certificate(s) issued by Notified Body

ID number of the approval or EC certificate issued for this declaration	Date of issue
231233	01/10/2013

5. References

To EC Directives	2008/57/EC		
List of documents in technical file			
To TSIs			
To conditions of use			
To derogations			

Attached condition of use
No attached files

6. Validity

Date of issue (valid from dd/mm/yyyy)	06/11/2013	Date of validity (valid until dd/mm/yyyy)	
---------------------------------------	------------	---	--

7. Additional information

First name of signatory	Surname of signatory

8. Attached files

Project Management Guide.pdf (Front page)

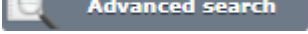
9. Other fields

Status of the doc	In Force
Date of publication in Database	11/12/2013

Figure 9

4.2.2.2 Advanced search

The advanced search allows you to find an EC Declaration satisfying multiple criteria.

On the main page (Figure 7), click on the  button: a page will be displayed.

EC declarations of verification of subsystems Advanced Search

ID data
Document ID number



Document owner/holder
Applicant Country
Applicant Organisation Name
Applicant National Registration No
Authorised representative Country
Authorised representative Organisation Name
Authorised representative National Registration No

Description/title
Type of subsystem

Certificate of conformity
ID number of the Certificate of conformity issued for this declaration

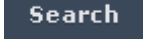
References
To EC Directives
To TSIs

Signatories
First name of signatory
Surname of signatory


Validity
Date of issue from  Date of issue to 

Other searchable fields
Status of the doc

Figure 10

Fill in the search criteria and click on the  button: a list will be displayed as shown in Figure 8.

4.2.3 Print an EC Declaration

You can print at any time the information on the screen, by clicking on the  [Print](#) link at the top of the page.

4.2.4 Export to PDF

You can export the EC Declaration from view page (Figure 9), by clicking on the [Export to PDF](#) link at the top of the page.

5 EC Declarations of conformity of interoperability constituents

User Category	User Role	Allowed Actions
ERA Interoperability Administrator		Search for EC Declaration Conformity Constituents Submit new EC Declaration Conformity Constituents Amend, request to revoke existing EC Declaration Conformity Constituents Validate, revoke, reject EC Declaration Conformity Constituents
ERA-EXT NSA	EC Conformity Constituents	Search for EC Declaration Conformity Constituents Submit new EC Declaration Conformity Constituents Amend, request to revoke existing EC Declaration Conformity Constituents
ERA-EXT Manufacturer	EC Conformity Constituents	Search for EC Declaration Conformity Constituents Submit new EC Declaration Conformity Constituents Amend, request to revoke existing EC Declaration Conformity Constituents
Anonymous Non-Authorised User		Search for EC Declaration Conformity Constituents

Each submitted/amended/requested to revoked EC Declaration will need to pass an ERA validation first in order to become available to the public, which will only be allowed to read existing EC Declaration that have been validated by ERA.

5.1 Authorised users

5.1.1 EC Declaration Conformity Constituents main page

The following screenshot displays the EC Declaration Conformity Constituents main page for the following users:

- Any ERA user for which the Interoperability Administrator role is granted
- Any ERA-EXT user for which the NSA-EC Conformity Constituents role is granted. Among these users, only those who belong to the same organisation as the EC Declaration issuer have the authority to amend/request to revoke.
- Any ERA-EXT user for which the Manufacturer-EC Conformity Constituents role is granted. Among these users, only those who belong to the same organisation as the EC Declaration applicant have the authority to amend/request to revoke.

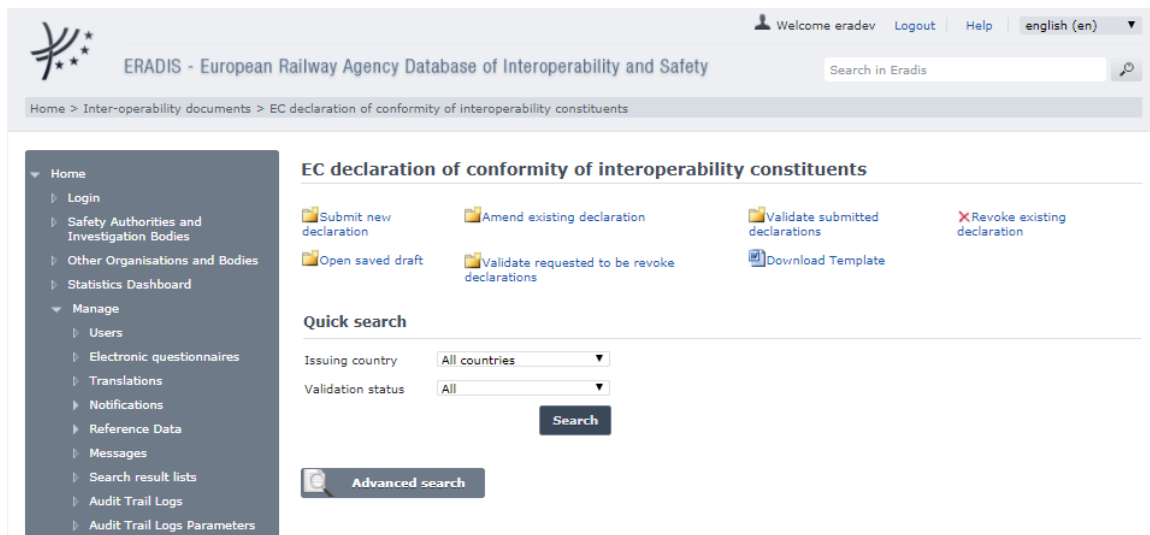


Figure 11

5.1.2 Searching for an EC Declaration

5.1.2.1 Quick search

The quick search allows you to quickly find an EC Declaration issued by a certain country and/or in a certain validation status.

On the main page (Figure 11), select an issuing country and/or a validation status from the lists.

Quick search

Issuing country:

Validation status:

And press the button: a list will be displayed.

EC declaration of conformity of interoperability constituents search results

Large Result List Items per page: 15

Applicant country	Document ID number	Applicant Name	Type of constituent	Date of validity	Date of issue	Link to the technical annexes of doc
Belgium	BE/00000321654987/2013/000111	Alstom Belgium	-	-	30/07/2013	Dummy Docv1.0.pdf
	BE/00000321654987/2013/999999	Alstom Belgium	-	-	12/04/2013	test.txt
	BE/00000321654987/2013/999999	Alstom Belgium	-	-	12/04/2013	test.txt Dummy Docv1.0 - Copy.pdf Dummy Docv1.0 - Copy (8).pdf
	BE/321654987/2012/000001	Alstom Belgium	-	-	28/02/2012	Export EC Declaration of conf of constt into PDF - bug.png
Italy	IT/00000000123456/2013/000200	Ferriere Cattaneo	-	01/07/2013	02/07/2013	Dummy Docv1.0.pdf
	IT/00000000123456/2013/000200	Ferriere Cattaneo	-	01/07/2013	02/07/2013	Dummy Docv1.0.pdf Dummy Docv1.0 - Copy (11).pdf

Total 6 item(s) found.

Figure 12


The search results are grouped in pages:

- To **go to a specific page**, click on the page number (**1 2 3 4**) at the bottom of the list
- To **move to the next/previous page**, click on the **Next>** / **<Previous** link at the bottom of the page
- To **display more/less items per page**, chose the number of items in the Items per page list at top of the list
- To **print the list**, click on the **Print** link at the top of the list
- To **export the list** into an Excel file, click on the **Export to Excel** link at the top of the list

- To **sort the list**, click on the field header you want to sort by: sorting is done *per group*, where a group is defined first by the applicant country, by the Document identification number and then by the applicant name
- To **view additional columns**, tick the **Large Result List** flag on the top of the list
- To **view an EC Declaration**, click on the “Document identification number” field of the EC Declaration you want to view
- To **open an attachment**, click on the attachment’s name

5.1.2.2 *Advanced search*

The advanced search allows you to find an EC Declaration satisfying multiple criteria.

On the main page (Figure 11), click on the  button: a page will be displayed.

EC declarations of conformity of constituents Advanced Search

ID data

Document ID number Version number

Document owner/holder

Applicant Country

Applicant Organisation Name

Applicant National Registration No

Authorised representative Country

Authorised representative Organisation Name

Authorised representative National Registration No

Description/title

Interoperability constituent

Description

Certificate of conformity

ID number of the Certificate of conformity issued for this declaration

References

To EC Directives



To TSIs

Signatories

First name of signatory



Surname of signatory

Validity

Date of issue from  Date of issue to 

Other searchable fields


Status of the doc

Date of publication in Database from  Date of publication in Database to 

Name of the user who uploaded the doc

Organisation of the user, who uploaded the doc



Figure 13

Fill in the search criteria and click on the  button: a list will be displayed as shown in Figure 12.

5.1.3 Submitting a new EC Declaration

This feature allows the submission of new EC Declaration. EC Declarations can be submitted either by applicant themselves or competent National authority.

On the main page (Figure 11), click on the  [Submit new declaration](#) link: the following page will be displayed

 Export to PDF form |  Print

Submit a new EC Declaration of verification of subsystem

Note :
 * For the fields marked by an asterisk, information is mandatory

1. Document owner/holder

Applicant Country*

Applicant Organisation*

Applicant Name*

Applicant Postal address*

Applicant City*

Applicant National Registration No*

Applicant Postal code*

Authorised representative Country

Authorised representative Organisation

Authorised representative Name

Authorised representative Postal address

Authorised representative City

Authorised representative National Registration No

Authorised representative Postal code

2. Description/title

TSI

Interoperability constituent

Description

Description of procedures followed in order to declare conformity or suitability for use

3. Approvals

Notified Body

Country *

Organisation *

Name *

Postal address *

City *

Website *

Registration number *

Postal code *

Approval(s) and/or EC certificate(s) issued by Notified Body

ID number of the EC certificate of suitability for use issued for this declaration*

Date of issue (dd/mm/yyyy)*

[Add More](#)

[Add more approval sets](#)

4. References

To EC Directives

To TSIs

To conditions of use

European specifications

Attached condition of use

5. Validity

Date of issue (valid from dd/mm/yyyy)*

Date of validity (valid until dd/mm/yyyy)*

6. Additional information

First name of signatory

Surname of signatory

[Add More](#)

7. ID data

Document ID number*

[Generate](#)

8. Attached files

[Add attachment](#)


[Clear all fields](#) | [Save as draft](#) | [Send to ERA](#)



Figure 14

Fill in all the required fields and press the **Send to ERA** button.

If an error occurs (a mandatory field has been left empty, a date format is wrong, etc.), an error message will be displayed, giving details about the error(s):

- Applicant Country is required
- Applicant Organisation is required
- Applicant Name is required

If no error occurs, a confirmation message will be displayed:

 EC declaration of conformity of interoperability constituents has been submitted successfully.
[View submitted EC declaration of conformity of interoperability constituents](#)

You can click on the [View created EC declaration of conformity of interoperability constituents](#) link to view the newly created EC Declaration: the following page will be displayed.

At the successful submission of the EC Declaration, a notification message is sent to the issuer.

EC declaration of conformity of interoperability constituents

[Go Back to Search Results](#) | [Export to PDF](#) | [Print](#)

1. ID data			
Document ID number	FR/00000124578369/2013/98:		Submission date : 11/12/2013 15:16:34
2. Document owner/holder			
Applicant Country	France		
Applicant Name	Alstom France	Applicant National Registration No	124578369
Applicant Postal address	45, rue L'Edifeur	Applicant Postal code	59300
Applicant City	Valenciennes		
Authorised representative Country	Belgium		
Authorised representative Name	Alstom Belgium	Authorised representative National Registration No	321654987
Authorised representative Postal address	45, rue de Paris	Authorised representative Postal code	54800
Authorised representative City	Mons		
3. Description/title			
Interoperability constituent	IC common to all TSI (selectable= Active)		
Description			
Description of procedures followed in order to declare conformity or suitability for use			
4. Approvals			
Notified Body			
Country	France		
Name	Certifer	Registration number	1800
Postal address	89, rue Baudouine	Postal code	59300
City	Valenciennes		
Website	www.dest.eq		
Approval(s) and/or EC certificate(s) issued by Notified Body			
ID number of the approval or EC certificate issued for this declaration	54654		Date of issue
			02/12/2013
5. References			
To EC Directives	2001/16/EC		
To TSIs	2006/679/EC CCS CR		
To conditions of use			
European specifications			
Attached condition of use			
No attached files			
6. Validity			
Date of issue (valid from dd/mm/yyyy)	03/12/2013	Date of validity (valid until dd/mm/yyyy)	29/12/2017
7. Additional information			
First name of signatory	Surname of signatory		
Alan	Petersen		
8. Attached files			
restrictions.pdf (Front page)			
9. Other fields			
Status of the doc	Submitted		
Version Number	1		
Validation Reason			
Date of publication in Database			
Name of the user, who uploaded the doc	eradis user 20		
Organisation of the user, who uploaded the doc	European Railway Agency		
<input type="button" value="Validate"/> <input type="button" value="Reject"/> <input type="button" value="Create amendment"/>			

Figure 15


5.1.4 Save an EC Declaration as draft

You can save the current page, as laid out on screen, as a draft which can be later retrieved when submitting a new declaration. It is necessary to fill in all the required fields (except the attachment as front page) to save a draft.

To save the current page as a draft, press the **Save as draft** button: the EC Declaration is saved but not still submitted to ERA for validation.

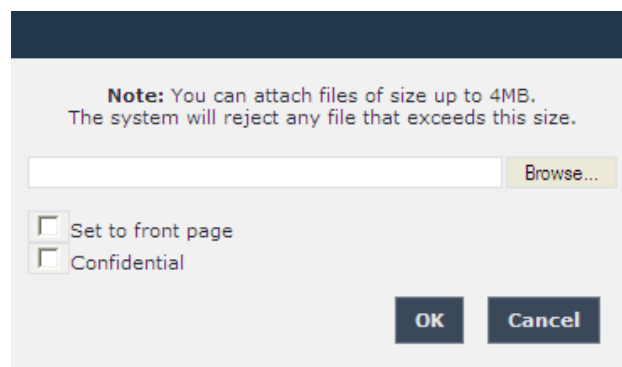
5.1.5 Open an EC Declaration saved as draft

The quick search allows you to quickly find an EC Declaration saved as draft.

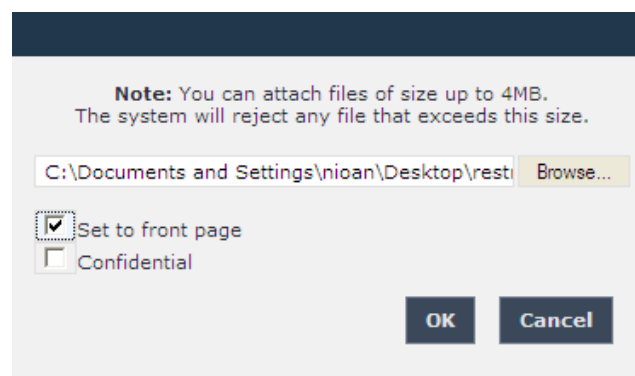
On the main page (Figure 11), click on the  [Open saved draft](#) link: a list of saved drafts will be displayed as shown in Figure 12.

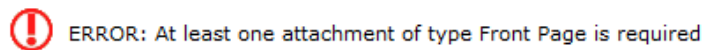
5.1.6 Add attachments

By clicking the [Add attachment](#) link the following window is displayed and electronic attachments can be added to the EC Declaration:



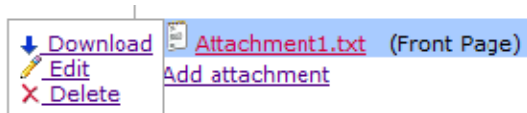
To add a file, press the **Browse...** button, choose the file to attach and check the “Set to front page” option, since at least one attachment of type Front Page is required.





Press the **OK** button in order to close the pop up window.

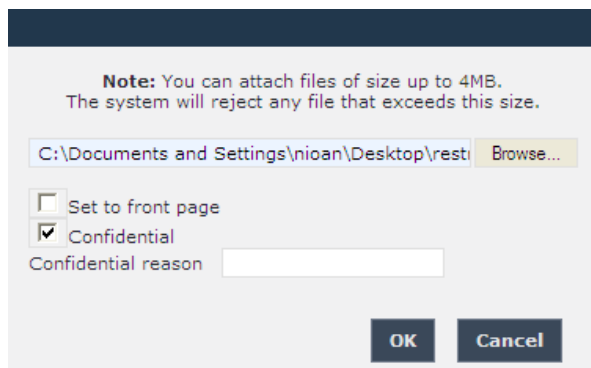
If by mistake the wrong file has been uploaded, it can be removed by clicking on the **X Delete** icon next to the file name, as it is shown in the following figure:



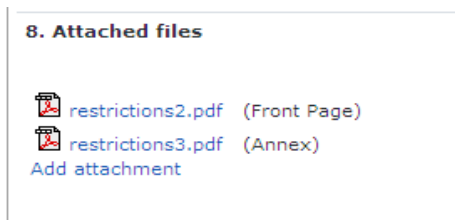
By clicking on the **Edit** icon next to the file name, the following window opens and the attached document can be edit. When finished press the **Update** button in order to close the displayed window.



In case of a confidential uploaded file, the confidential reason can be provided.



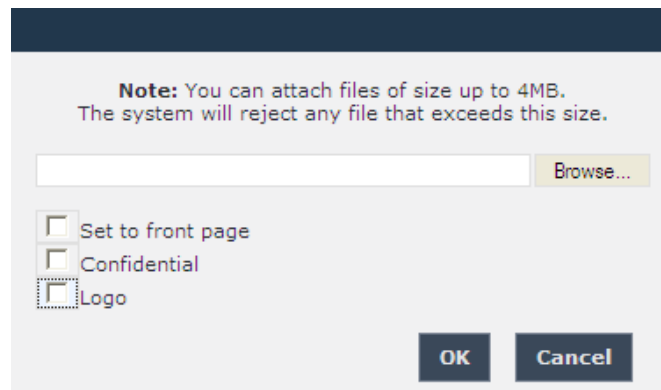
By repeating the above steps, any number of attachments can be added. When finished, all the attachments will be listed at the bottom of the page as shown in the following figure:



5.1.7 Add a logo

This feature is only available for ERA-EXT users for which the Manufacturer-EC Conformity Constituents role is granted.

By clicking the [Add attachment](#) link the following window opens and an image representing the logo of the applicant organisation to the EC Declaration can be added:



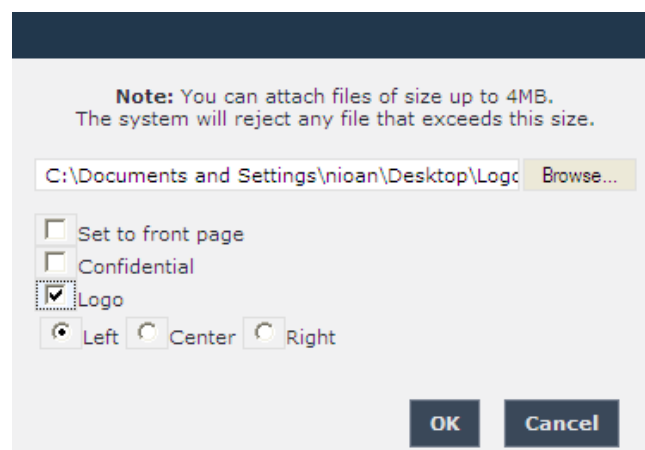
Note: You can attach files of size up to 4MB.
The system will reject any file that exceeds this size.

Browse...

Set to front page
 Confidential
 Logo

OK **Cancel**

To add a file, press the **Browse...** button, choose the file to attach and then select the “Logo” option.



Note: You can attach files of size up to 4MB.
The system will reject any file that exceeds this size.

C:\Documents and Settings\nioan\Desktop\Logc **Browse...**

Set to front page
 Confidential
 Logo

Left Center Right

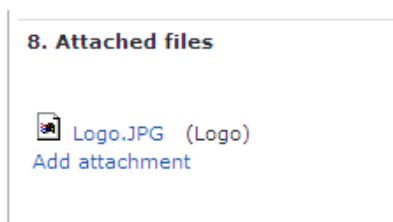
OK **Cancel**

By selecting “Logo”, the following logo alignment options are displayed:

- Left
- Center
- Right


After defining the desired position for the uploaded logo, press the **OK** button.

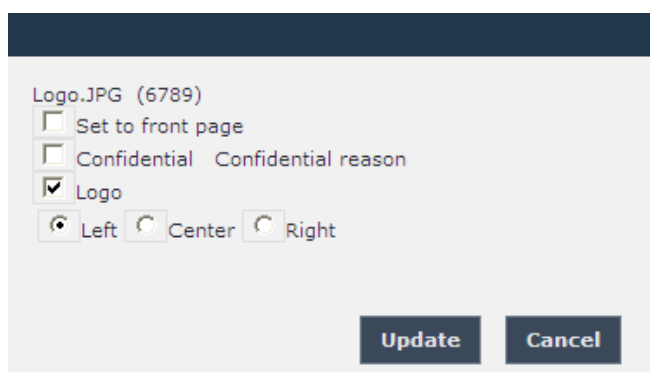
Repeat the steps above to add any number of attachments. When finished, all the attachments will be listed at the bottom of the page as shown in the figure below.



You can download, edit or delete the uploaded logo, by clicking the respective icons next to the file name, as the following figure displays:




In order to edit the uploaded logo, click on the  [Edit](#) option and the following pop up window will open:



Select the preferred option and press the  button

5.1.8 Print an EC Declaration

You can print at any time the information on the screen, by clicking on the  [Print](#) link at the top of the page.


5.1.9 Export to PDF

The feature is only available for an EC Declaration that is submitted to ERA or validated by ERA.

You can export the EC Declaration from view page (Figure 15), by clicking on the [Export to PDF](#) link at the top of the page.

5.1.10 Export to PDF from

The feature is only available for an EC Declaration that is not still submitted to ERA: the EC Declaration is either new or saved as draft. Also, it is not available for ERA-EXT users with the role NSA-EC Conformity Constituents.


You can export the EC Declaration from view page (Figure 15), by clicking on the  [Export to PDF form](#) link at the top of the page.

You may choose this function in order to send the EC Declaration to ERA by email or to keep it for local storage.


5.1.11 Validating an EC Declaration (ERA Interoperability Administrator only)

This feature allows the ERA internal users with the Interoperability Administrator role to validate provided EC Declarations and make these public on the ERADIS web site.

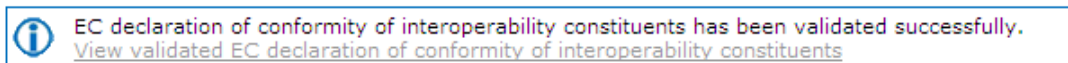
During the process of validation the ERA users will be able to create new reference data entries in case that an EC Declaration will contain new information which was not stored previously within the ERADIS reference data database.

To validate a temporary EC Declaration, search for the submitted EC Declarations (or click on the  [Validate submitted declarations](#) link) in Figure 11 and display its properties by clicking on the EU Identification number you want to validate: a page similar to the one in Figure 15 will be displayed.

Enter the validation reason.

To confirm validation, click on the  button.

In case of no errors, a confirmation message will be displayed.



At the successful validation of the EC Declaration, a notification message is sent to the submitter of the EC Declaration.

The new status of an EC Declaration becomes publicly available to non-authorized users of the ERADIS only after it has been validated by the Agency: until then it is visible only to authorized users in the restricted ERADIS environment.

The following picture depicts a validated EC Declaration which can be accessed by clicking on the [View validated EC declaration of conformity of interoperability constituents](#) link.

EC declaration of conformity of interoperability constituents

[Go Back to Search Results](#) | [Export to PDF](#) | [Print](#)


1. ID data			
Document ID number	BE/00000321654987/2013/99'		
2. Document owner/holder			
Applicant Country	Belgium		
Applicant Name	Alstom Belgium	Applicant National Registration No	321654987
Applicant Postal address	45, rue de Paris	Applicant Postal code	54800
Applicant City	Mons		
Authorised representative Country			
Authorised representative Name		Authorised representative National Registration No	
Authorised representative Postal address		Authorised representative Postal code	
Authorised representative City			
3. Description/title			
Interoperability constituent			
Description			
Description of procedures followed in order to declare conformity or suitability for use			
4. Approvals			
Notified Body			
Country	Belgium		
Name	MY ECM	Registration number	123123123
Postal address	aaa	Postal code	0000
City	000000000		
Website	213		
Approval(s) and/or EC certificate(s) issued by Notified Body			
ID number of the approval or EC certificate issued for this declaration	erwfgwreg		Date of issue
			12/04/2013
5. References			
To EC Directives			
To TSIs			
To conditions of use			
European specifications			
Attached condition of use			
No attached files			
6. Validity			
Date of issue (valid from dd/mm/yyyy)	12/04/2013	Date of validity (valid until dd/mm/yyyy)	
7. Additional information			
First name of signatory	Surname of signatory		
8. Attached files			
test.txt (Front page)			
9. Other fields			
Status of the doc	In Force		
Version Number	1		
Validation Reason			
Date of publication in Database	09/07/2013		
Name of the user, who uploaded the doc	pbadmim qwerty		
Organisation of the user, who uploaded the doc	European Railway Agency		
13. Revoke Request Reason			
Revoke Request Reason*			

[Create amendment](#) [Request Revoke](#)

Figure 16

5.1.12 Revoking an EC Declaration (ERA Interoperability Administrator only)


This feature allows the ERA internal users with the Interoperability Administrator role to revoke provided EC Declarations and make these public on the ERADIS web site.

To revoke a temporary EC Declaration, search for the requested to revoke EC Declarations (or click on the  [Validate requested to be revoke declarations](#) link) in Figure 11 and display its properties by clicking on the EU Identification number you want to validate: a page similar to the one in Figure 15 will be displayed.

Enter revoke validation reason.

To confirm revocation, click on the  button.

In case of no errors, a confirmation message will be displayed.



 EC declaration of conformity of interoperability constituents has been revoked successfully.
[View revoked EC declaration of conformity of interoperability constituents](#)

At the successful revocation of the EC Declaration, a notification message is sent to the submitter of the EC Declaration.

The new status of an EC Declaration becomes publicly available to non-authorized users of the ERADIS only after it has been validated by the Agency: until then it is visible only to authorized users in the restricted ERADIS environment.

5.1.13 Rejecting an EC Declaration (ERA Interoperability Administrator only)


This feature allows the ERA internal users with the Interoperability Administrator role to reject provided EC Declarations and make these not published on the ERADIS web site.

To reject a temporary EC Declaration, search for the submitted EC Declarations (or click on the  [Validate submitted declarations](#) link) or search for the requested to revoke EC Declarations (or click on the  [Validate requested to be revoke declarations](#) link) in Figure 11 and display its properties by clicking on the EU Identification number you want to validate: a page similar to the one in Figure 15 will be displayed.

Enter the validation reason.

To confirm validation, click on the  button.


In case of no errors, a confirmation message will be displayed.

 EC declaration of conformity of interoperability constituents has been rejected successfully.
[View rejected EC declaration of conformity of interoperability constituents](#)

At the successful rejection of the EC Declaration, a notification message is sent to the submitter of the EC Declaration.

5.1.14 Amending an EC Declaration

This feature allows user to amend already issued EC Declaration. All users who belong to the same organisation as the EC Declaration issuer or the EC Declaration applicant, as well as the ERA users, will be able to amend an existing EC Declaration.

To amend an EC Declaration, on the main page (Figure 11) click on the  [Amend existing declaration](#) link: the following page will be displayed

Amend an existing declaration of conformity of constituents

This page allows you to easily find a declaration of conformity of constituents you would like to amend. You may find declaration of conformity of constituents by specifying search criteria or by browsing all of the declarations of conformity of constituents which you can amend.

Declaration of conformity of constituents search information	Browse declarations of conformity of constituents
Document ID <input type="text"/> Open document	Please click Browse button below if you would like to retrieve a list of all existing declaration of conformity of constituents which you can amend. Browse declarations

There are two options to find the EC Declaration for amending.

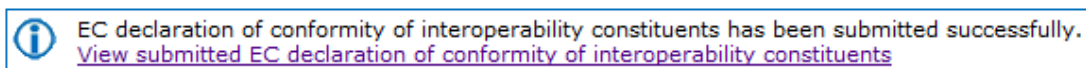
First option is to enter the “Document ID” of the EC Declaration you want to amend and press the **Open document** button: a page similar to the one in Figure 12 will be displayed.

Second option is to browse available EC Declarations for amend. Press the **Browse declarations** button: a page similar to the one in Figure 12 will be displayed.

Click on the EU Identification number you want to amend and a page similar to the one in Figure 14 will be displayed.

Update any relevant fields, and press the **Send to ERA** button.

A confirmation message will appear



At the successful submission of the EC Declaration, a notification message is sent to the submitter of the EC Declaration.

Another way to perform this task is to search for the EC Declaration, view its details (Figure 15 or Figure 16) and press the **Create amendment** button.

5.1.15 Requesting to Revoking an EC Declaration

This feature allows user to request to revoke already issued EC Declaration. All users who belong to the same organisation as the EC Declaration issuer or the EC Declaration applicant, as well as the ERA users, will be able to request to revoke an existing EC Declaration.

To request to revoke an EC Declaration, on the main page (Figure 11) click on the [X Revoke existing declaration](#) link: the following page will be displayed

Revoke an existing declaration of conformity of constituents

This page allows you to easily find a declaration of conformity of constituents you would like to revoke. You may find declaration of conformity of constituents by specifying search criteria or by browsing all of the declarations of conformity of constituents which you can revoke.

Declaration of conformity of constituents search information	Browse declarations of conformity of constituents
Document ID <input type="text"/>	Please click Browse button below if you would like to retrieve a list of all existing declaration of conformity of constituents which you can revoke.
Open document	Browse declarations

There are two options to find the EC Declaration for requesting to revoke.

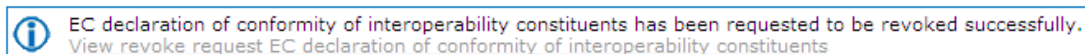
First option is to enter the “Document ID” of the EC Declaration you want to request to revoke and press the **Open document** button: a page similar to the one in Figure 12 will be displayed.

Second option is to browse available EC Declarations for request to revoke. Press the **Browse declarations** button: a page similar to the one in Figure 12 will be displayed.

Click on the EU Identification number you want to request to revoke and a page similar to the one in Figure 15 will be displayed.

Enter the revoke request reason and press the **Request Revoke** button.

A confirmation message will appear



At the successful submission of the EC Declaration, a notification message is sent to the submitter of the EC Declaration.

Another way to perform this task is to search for the EC Declaration, view its details (Figure 16) and press the **Request Revoke** button.

5.1.16 Downloading an electronic form

In case the user prefers to submit a new declaration by using an electronic form to be filled in offline, instead of using the web based form, the ERADIS will allow downloading of an appropriate electronic version of the form.

This feature is only available for ERA users for which the Interoperability Administrator role is granted or ERA-EXT users for which the Manufacturer-EC Conformity Constituents role is granted.

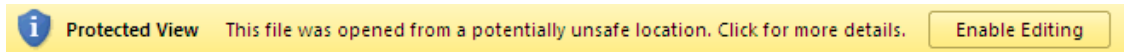
To download the electronic form, on the main page (Figure 11) click on the [Download Template](#) link: you will be prompted to save the file.

5.1.17 Filling in an electronic form

To fill in offline the previously downloaded electronic form (see §5.1.16), open it in MS-WORD.

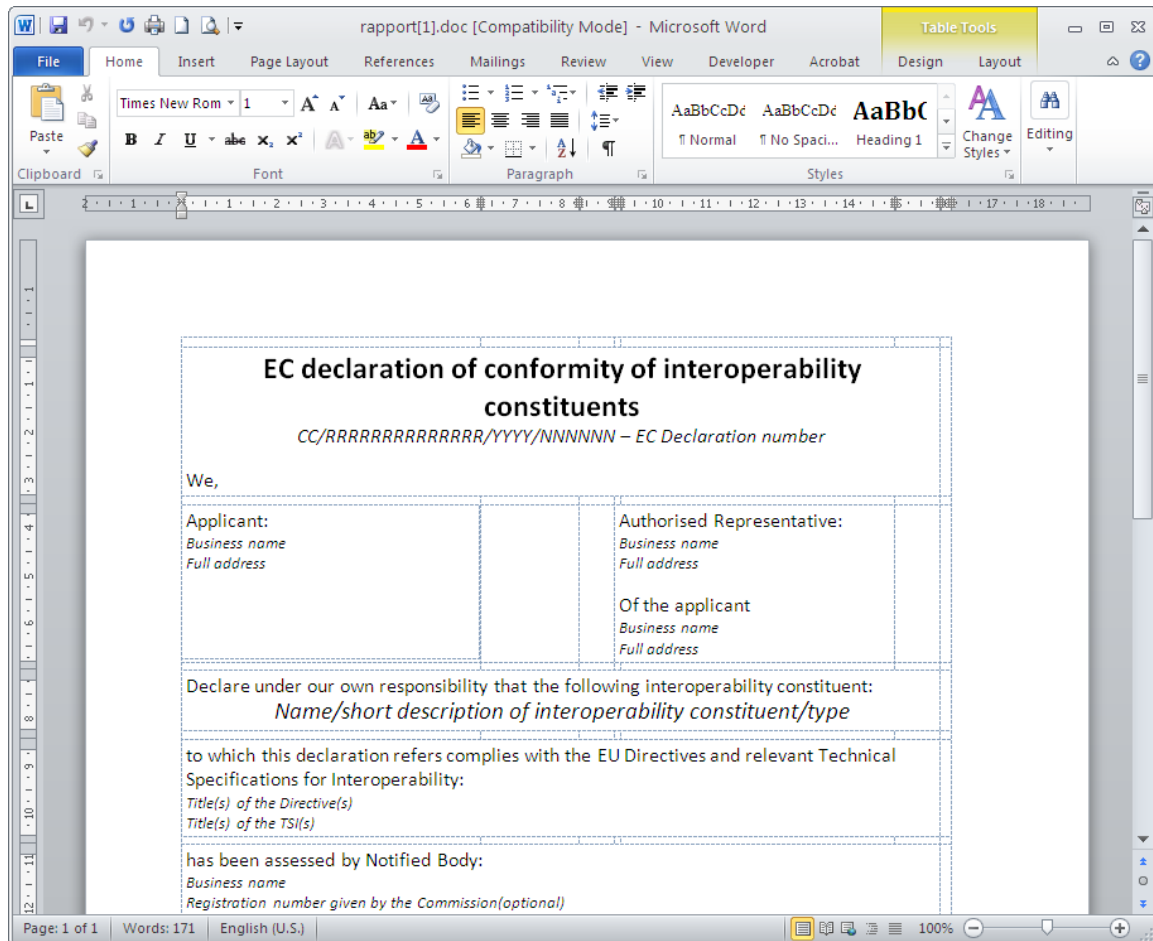
Depending on the MS-WORD version:

- The following warning appears on the top of the MS-WORD document



Click on the “Enable Editing” button

MS-WORD will open document, ready to edit.



Fill in the fields

Save the file by clicking on File-Save (or File-Save As) in the menu.

5.2 Anonymous or non-authorized users

5.2.1 EC Declaration Conformity Constituents main page

The following screenshot displays the EC Declaration Conformity Constituents main page for the following users:

- Anonymous: user not logged to the application
- Any ERA user for which the Interoperability Administrator role is not granted
- Any ERA-EXT user for which the NSA-EC Conformity Constituents role is not granted
- Any ERA-EXT user for which the Manufacturer-EC Conformity Constituents role is not granted.

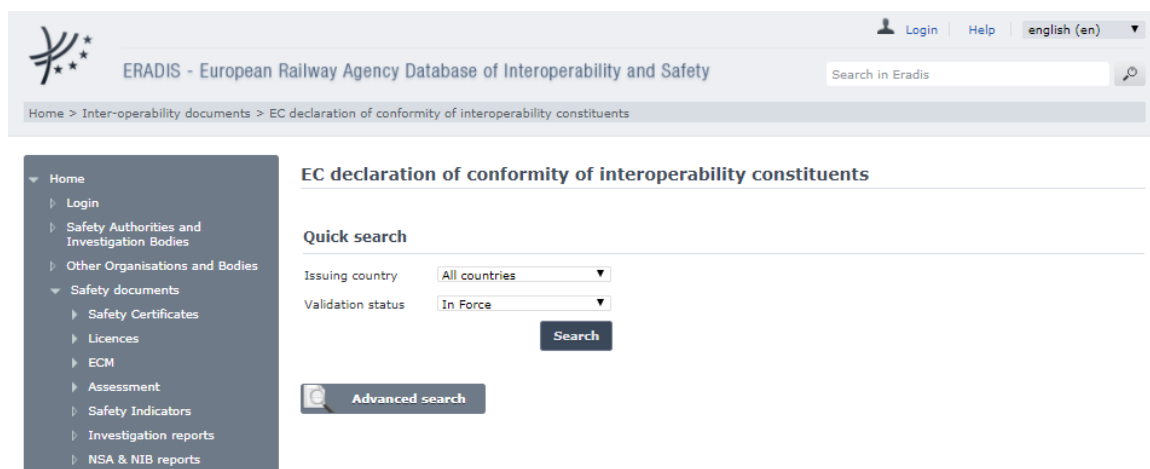


Figure 17

5.2.2 Searching for an EC Declaration

5.2.2.1 Quick search

The quick search allows you to quickly find an EC Declaration issued by a certain country and/or a certain validation status.

On the main page (Figure 17), select an issuing country and/or a validation status from the lists.

And press the **Search** button: a list will be displayed.

EC declaration of conformity of interoperability constituents search results

Print Export to Excel Large Result List Items per page 15



Applicant country	Document ID number	Applicant Name	Type of constituent	Date of validity	Date of issue
Belgium	BE/00000321654987/2013/999999	Alstom Belgium	-	-	12/04/2013
	BE/321654987/2012/000001	Alstom Belgium	-	-	28/02/2012
Italy	IT/00000000123456/2013/000200	Ferriere Cattaneo	-	01/07/2013	02/07/2013

Total 3 item(s) found.

Go back to Quick Search

Figure 18

The search results are grouped in pages:

- To **go to a specific page**, click on the page number (**1 2 3 4**) at the bottom of the list
- To **move to the next/previous page**, click on the **Next>** / **<Previous** link at the bottom of the page
- To **display more/less items per page**, chose the number of items in the Items per page **10** list at top of the list
- To **print the list**, click on the  **Print** link at the top of the list
- To **export the list** into an Excel file, click on the  **Export to Excel** link at the top of the list
- To **sort the list**, click on the field header you want to sort by: sorting is done *per group*, where a group is defined first by the applicant country, by the Document identification number and then by the applicant name
- To **view additional columns**, tick the **Large Result List** flag on the top of the list
- To **view an EC Declaration**, click on the “Document identification number” field of the EC Declaration you want to view

EC declaration of conformity of interoperability constituents

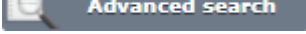
[Go Back to Search Results](#) | [Export to PDF](#) | [Print](#)

1. ID data			
Document ID number	IT/00000000123456/2013/00C		
2. Document owner/holder			
Applicant Country	Italy		
Applicant Name	Ferriere Cattaneo	Applicant National Registration No	123456
Applicant Postal address	via	Applicant Postal code	20100
Applicant City	Milano		
Authorised representative Country			
Authorised representative Name		Authorised representative National Registration No	
Authorised representative Postal address		Authorised representative Postal code	
Authorised representative City			
3. Description/title			
Interoperability constituent	Commuter not selectable		
Description	dsdsds		
Description of procedures followed in order to declare conformity or suitability for use	adads		
4. Approvals			
Notified Body			
Country	France		
Name	Certifer	Registration number	1800
Postal address	89, rue Baudouine	Postal code	59300
City	Valenciennes		
Website	www.certifer.fr		
Approval(s) and/or EC certificate(s) issued by Notified Body			
ID number of the approval or EC certificate issued for this declaration	IT		Date of issue 11/07/2013
5. References			
To EC Directives 2008/57/EC			
To TSIs 2006/861/EC			
To conditions of use			
European specifications			
Attached condition of use			
No attached files			
6. Validity			
Date of issue (valid from dd/mm/yyyy)	02/07/2013	Date of validity (valid until dd/mm/yyyy)	01/07/2013
7. Additional information			
First name of signatory	Surname of signatory		
8. Attached files			
Dummy Docv1.0.pdf (Front page)			
9. Other fields			
Status of the doc	Revoked		
Date of publication in Database	10/07/2013		

Figure 19

5.2.2.2 Advanced search

The advanced search allows you to find an EC Declaration satisfying multiple criteria.

On the main page (Figure 17), click on the  button : a page will be displayed.

EC declarations of conformity of constituents Advanced Search

ID data

Document ID number

Document owner/holder

Applicant Country

Applicant Organisation Name

Applicant National Registration No

Authorised representative Country

Authorised representative Organisation Name

Authorised representative National Registration No

Description/title

Interoperability constituent

Description

Certificate of conformity

ID number of the Certificate of conformity issued for this declaration

References

To EC Directives



To TSIs

Signatories

First name of signatory

Surname of signatory


Validity

Date of issue from  Date of issue to 


Other searchable fields

Status of the doc

Figure 20

Fill in the search criteria and click on the  button: a list will be displayed as shown in Figure 18.

5.2.3 Print an EC Declaration

You can print at any time the information on the screen, by clicking on the  [Print](#) link at the top of the page.

5.2.4 Export to PDF

You can export the EC Declaration from view page (Figure 19), by clicking on the [Export to PDF](#) link at the top of the page.

6 EC Declarations of suitability for use of interoperability constituents

User Category	User Role	Allowed Actions
ERA Interoperability Administrator		Search for EC Declaration Suitability Constituents Submit new EC Declaration Suitability Constituents Amend, request to revoke existing EC Declaration Suitability Constituents Validate, revoke, reject EC Declaration Suitability Constituents
ERA-EXT NSA	EC Suitability Constituents	Search for EC Declaration Suitability Constituents Submit new EC Declaration Suitability Constituents Amend, request to revoke existing EC Declaration Suitability Constituents
ERA-EXT Manufacturer	EC Suitability Constituents	Search for EC Declaration Suitability Constituents Submit new EC Declaration Suitability Constituents Amend, request to revoke existing EC Declaration Suitability Constituents
Anonymous Non-Authorised User		Search for EC Declaration Suitability Constituents

Each submitted/amended/requested to revoked EC Declaration will need to pass an ERA validation first in order to become available to the public, which will only be allowed to read existing EC Declaration that have been validated by ERA.

6.1 Authorised users

6.1.1 EC Declaration Suitability Constituents main page

The following screenshot displays the EC Declaration Suitability Constituents main page for the following users:

- Any ERA user for which the Interoperability Administrator role is granted
- Any ERA-EXT user for which the NSA-EC Suitability Constituents role is granted. Among these users, only those who belong to the same organisation as the EC Declaration issuer have the authority to amend/request to revoke.
- Any ERA-EXT user for which the Manufacturer-EC Suitability Constituents role is granted. Among these users, only those who belong to the same organisation as the EC Declaration applicant have the authority to amend/request to revoke.

The screenshot shows the ERADIS user interface. At the top, there is a header with the ERADIS logo, the text "ERADIS - European Railway Agency Database of Interoperability and Safety", and a search bar. The user is logged in as "Welcome eradev" and the language is set to "english (en)". The breadcrumb trail is "Home > Inter-operability documents > EC declaration of suitability for use of interoperability constituents".

The main content area is titled "EC declaration of suitability for use of interoperability constituents". It features several action buttons: "Submit new declaration", "Amend existing declaration", "Validate submitted declarations", "Revoke existing declaration", "Open saved draft", "Validate requested to be revoke declarations", and "Download Template".

Below the action buttons is a "Quick search" section with two dropdown menus: "Issuing country" (set to "All countries") and "Validation status" (set to "All"). A "Search" button is located below these dropdowns. There is also an "Advanced search" button.

On the left side, there is a navigation menu with the following items: Home, Login, Safety Authorities and Investigation Bodies, Other Organisations and Bodies, Statistics Dashboard, Manage (Users, Electronic questionnaires, Translations, Notifications, Reference Data, Messages, Search result lists, Audit Trail Logs, Audit Trail Logs Parameters).

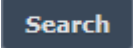
Figure 21

6.1.2 Searching for an EC Declaration




6.1.2.1 Quick search
















The quick search allows you to quickly find an EC Declaration issued by a certain country and/or in a certain validation status.

On the main page (Figure 21), select an issuing country and/or a validation status from the lists.

And press the  button: a list will be displayed.

EC declaration of suitability for use of interoperability constituents search results

  Large Result List Items per page: 15 

Applicant country	Document ID number	Applicant Name	Type of constituent	Date of validity	Date of issue	Link to the technical annexes of doc
Belgium	BE/321654987/2012/000002	Alstom Belgium	-	-	07/05/2012	 Export EC Declaration of conf of constit into PDF - bug.png
France	FR/00000124578369 /2013/888888	Alstom France	-	-	17/04/2013	 testLogo.jpg
	FR/00000124578369 /2013/888888	Alstom France	-	-	17/04/2013	 testLogo.jpg
Italy	IT/00000000001234 /2013/123456	Ferriere Cattaneo	-	10/08/2013	07/08/2013	 Dummy Docv1.0 - Copy (2).pdf
						 Dummy Docv1.0 - Copy (4).pdf
						 Dummy Docv1.0 - Copy (8).pdf
						 Dummy Docv1.0 - Copy (7).pdf
						 Dummy Docv1.0 - Copy.pdf
						 Dummy Docv1.0 - Copy (9).pdf
						 Dummy Docv1.0 - Copy (4).pdf
						 ERA-REP-100-ExistingVehiclesTypes-20130730.pdf
						 ERA-REP-100-ExistingVehiclesTypes-20130730.pdf
						 ERA-REP-100-ExistingVehiclesTypes-20130730.pdf
						 ERA-REP-100-ExistingVehiclesTypes-20130730.pdf
	IT/00000000123456 /2013/003001	Ferriere Cattaneo	-	10/07/2013	12/07/2013	 Dummy Docv1.0.pdf

Total 5 item(s) found.





 [Go back to Quick Search](#)

Figure 22

The search results are grouped in pages:

- To **go to a specific page**, click on the page number (**1 2 3 4**) at the bottom of the list
- To **move to the next/previous page**, click on the **Next>** / **<Previous** link at the bottom of the page
- To **display more/less items per page**, chose the number of items in the Items per page **10**  list at top of the list
- To **print the list**, click on the  **Print** link at the top of the list
- To **export the list** into an Excel file, click on the  **Export to Excel** link at the top of the list
- To **sort the list**, click on the field header you want to sort by: sorting is done *per group*, where a group is defined first by the applicant country, by the Document identification number and then by the applicant name
- To **view additional columns**, tick the **Large Result List** flag on the top of the list
- To **view an EC Declaration**, click on the “Document identification number” field of the EC Declaration you want to view
- To **open an attachment**, click on the attachment’s name

6.1.2.2 Advanced search

The advanced search allows you to find an EC Declaration satisfying multiple criteria.

On the main page (Figure 21), click on the  button: a page will be displayed.

EC declarations of suitability for use of constituents Advanced Search

ID data

Document ID number Version number

Document owner/holder

Applicant Country

Applicant Organisation Name

Applicant National Registration No

Authorised representative Country

Authorised representative Organisation Name

Authorised representative National Registration No

Description/title

Interoperability constituent

Description

Certificate of conformity

ID number of the Certificate of conformity issued for this declaration

References

To EC Directives

To TSIs



To EC Declaration of conformity of constituent

Signatories

First name of signatory



Surname of signatory

Validity

Date of issue from  Date of issue to 

Other searchable fields


Status of the doc

Date of publication in Database from  Date of publication in Database to 

Name of the user who uploaded the doc

Organisation of the user, who uploaded the doc

Figure 23

Fill in the search criteria and click on the  button: a list will be displayed as shown in Figure 22.

6.1.3 Submitting a new EC Declaration

This feature allows the submission of new EC Declaration. EC Declarations can be submitted either by applicant themselves or competent National authority.

On the main page (Figure 21), click on the  link: the following page will be displayed

[Export to PDF form](#) [Print](#)

Submit a new EC Declaration of verification of subsystem

Note :
- For the fields marked by an asterisk, information is mandatory

1. Document owner/holder

Applicant Country*

Applicant Organisation*

Applicant Name* Applicant National Registration No*

Applicant Postal address* Applicant Postal code*

Applicant City*

Authorised representative Country

Authorised representative Organisation

Authorised representative Name Authorised representative National Registration No

Authorised representative Postal address Authorised representative Postal code

Authorised representative City

2. Description/title

TSI

Interoperability constituent

Description

Description of procedures followed in order to declare conformity or suitability for use

3. Approvals

Notified Body

Country *

Organisation *

Name * Registration number *

Postal address * Postal code *

City *

Website *

EC certificate of suitability for use issued by Notified Body

1. ID number of the Certificate of conformity issued for this declaration* Date of issue (dd/mm/yyyy)*

[Add None](#)

[Add more approval etc.](#)

4. References

To EC Directives

To TSIs

To the EC declaration(s):

To conditions of use

[Attached condition of use](#)

5. Validity

Date of issue (valid from dd/mm/yyyy)* Date of validity (valid until dd/mm/yyyy)

6. Additional information

First name of signatory Surname of signatory

[Add more](#)

7. ID data

Document ID number* [Generate](#)

8. Attached files

[Add attachment](#)

[Clear all fields](#) [Save as draft](#) [Send to ERA](#) [Print](#)


Figure 24

Fill in all the required fields and press the **Send to ERA** button.

If an error occurs (a mandatory field has been left empty, a date format is wrong, etc.), an error message will be displayed, giving details about the error(s):

- Applicant Country is required
- Applicant Organisation is required
- Applicant Name is required

If no error occurs, a confirmation message will be displayed:

 EC declaration of suitability for use of interoperability constituents has been submitted successfully.
[View submitted EC declaration of suitability for use of interoperability constituents](#)

You can click on the [View created EC declaration of suitability for use of interoperability constituents](#) link to view the newly created EC Declaration: the following page will be displayed.

At the successful submission of the EC Declaration, a notification message is sent to the issuer.

EC declaration of suitability for use of interoperability constituents

[Go Back to Search Results](#) | [Export to PDF](#) | [Print](#)

The document reference data don't match reference data database.
 1 The Authorised Representative Organisation details don't match the reference data database details. The following fields don't match:
 - Address
 - National Registration No

1. ID data	
Document ID number	BE/00000321654987/2013/52: Submission date : 12/12/2013 10:36:47
2. Document owner/holder	
Applicant Country	Belgium
Applicant Name	Alstom Belgium Applicant National Registration No 321654987
Applicant Postal address	45, rue de Paris Applicant Postal code 54800
Applicant City	Mons
Authorised representative Country	Belgium
<input type="button" value="Add to Reference Data"/> <input type="button" value="Update Reference Data"/>	
Authorised representative Name	Safety&InterOpOrganization Authorised representative National Registration No 43544
Authorised representative Postal address	aaabb Authorised representative Postal code 0000
Authorised representative City	000000000
3. Description/title	
Interoperability constituent	IC common to all TSI (selectable= Active)
Description	
Description of procedures followed in order to declare conformity or suitability for use	testing functionality
4. Approvals	
Notified Body	
Country	France
Name	Certifer Registration number 1800
Postal address	89, rue Baudouine Postal code 59300
City	Valenciennes
Website	www.cccr.fr
EC certificate of suitability for use issued by Notified Body	
ID number of the EC certificate of suitability for use issued for this declaration	Date of issue
645654	10/12/2013
5. References	
To EC Directives	
To TSIs	2006/679/EC CCS CR
To the EC declaration(s):	
To conditions of use	
Attached condition of use	
No attached files	
6. Validity	
Date of issue (valid from dd/mm/yyyy)	11/12/2013 Date of validity (valid until dd/mm/yyyy) 25/02/2016
7. Additional information	
First name of signatory	Surname of signatory
Mats	Johnson
8. Attached files	
9. Other fields	
Status of the doc	Submitted
Version Number	1
Validation Reason	
Date of publication in Database	
Name of the user, who uploaded the doc	eradis user 20
Organisation of the user, who uploaded the doc	European Railway Agency
<input type="button" value="Validate"/> <input type="button" value="Reject"/> <input type="button" value="Create amendment"/>	

Figure 25


6.1.4 Save an EC Declaration as draft

You can save the current page, as laid out on screen, as a draft which can be later retrieved when submitting a new declaration. It is necessary to fill in all the required fields (except the attachment as front page) to save a draft.

To save the current page as a draft, press the **Save as draft** button: the EC Declaration is saved but not still submitted to ERA for validation.

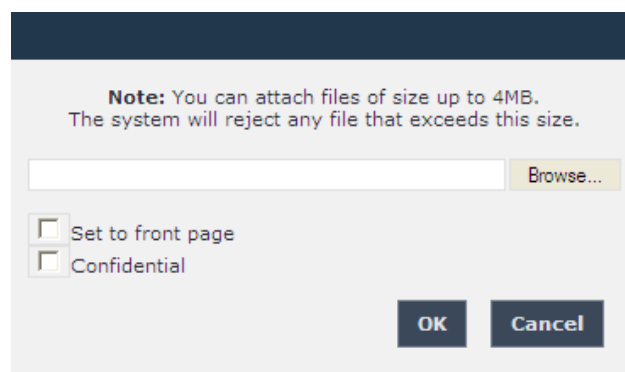
6.1.5 Open an EC Declaration saved as draft

The quick search allows you to quickly find an EC Declaration saved as draft.

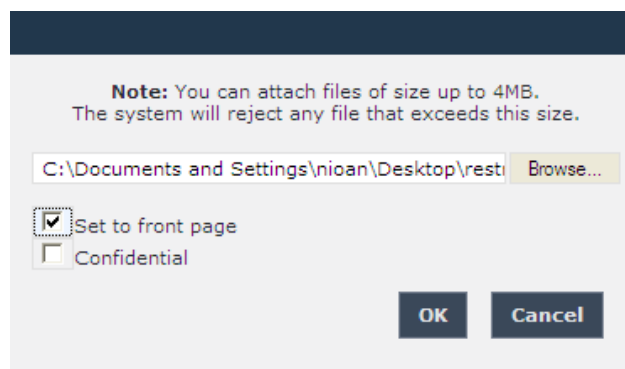
On the main page (Figure 21), click on the  [Open saved draft](#) link: a list of saved drafts will be displayed as shown in Figure 22.

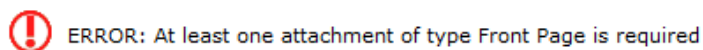
6.1.6 Add attachments

By clicking the [Add attachment](#) link the following window is displayed and electronic attachments can be added to the EC Declaration:



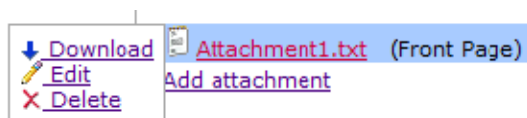
To add a file, press the **Browse...** button, choose the file to attach and check the “Set to front page” option, since at least one attachment of type Front Page is required.



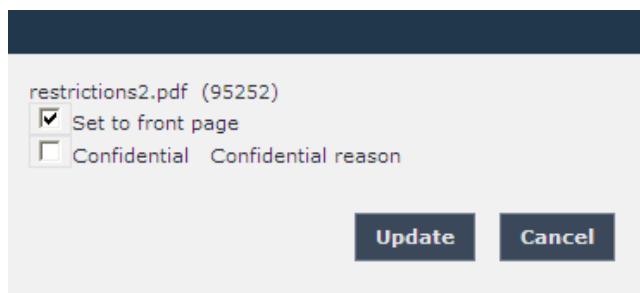


Press the **OK** button in order to close the pop up window.

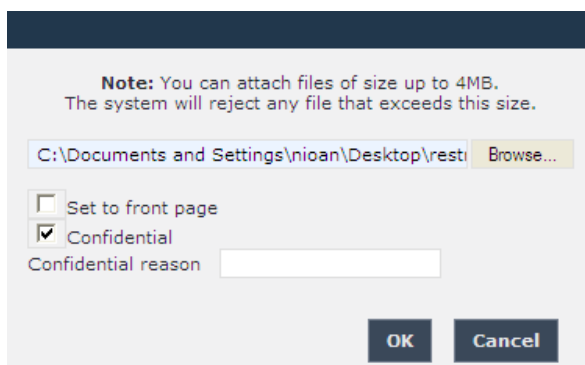
If by mistake the wrong file has been uploaded, it can be removed by clicking on the [X Delete](#) icon next to the file name, as it is shown in the following figure:



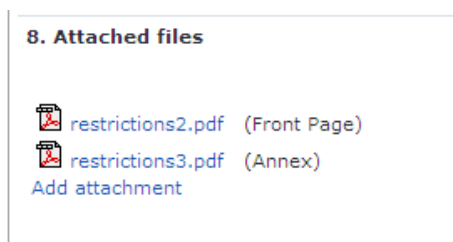
By clicking on the [Edit](#) icon next to the file name, the following window opens and the attached document can be edit. When finished press the **Update** button in order to close the displayed window.



In case of a confidential uploaded file, the confidential reason can be provided.



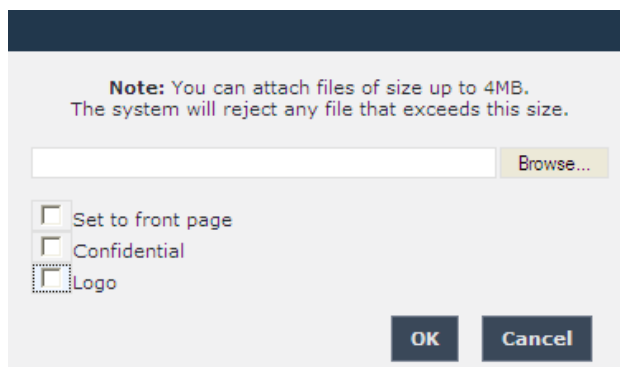
By repeating the above steps, any number of attachments can be added. When finished, all the attachments will be listed at the bottom of the page as shown in the following figure:



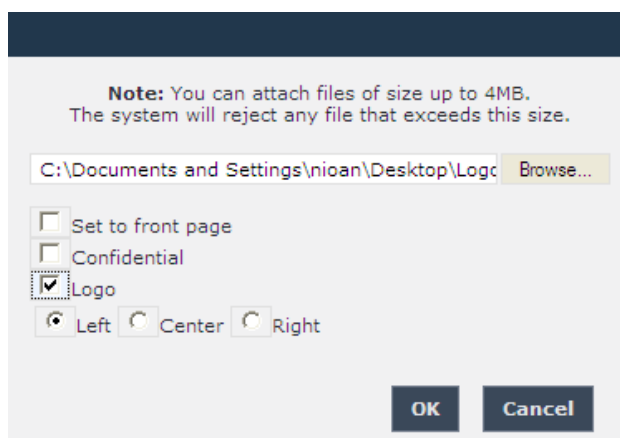
6.1.7 Add a logo

This feature is only available for ERA-EXT users for which the Manufacturer-EC Suitability Constituents role is granted.

By clicking the [Add attachment](#) link the following window opens and an image representing the logo of the applicant organisation to the EC Declaration can be added:



To add a file, press the **Browse...** button, choose the file to attach and then select the “Logo” option.

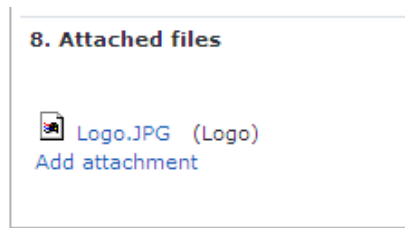


By selecting “Logo”, the following logo alignment options are displayed:

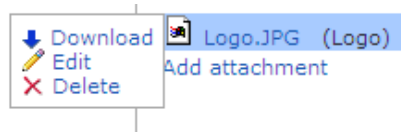
- Left
- Center
- Right


After defining the desired position for the uploaded logo, press the **OK** button.

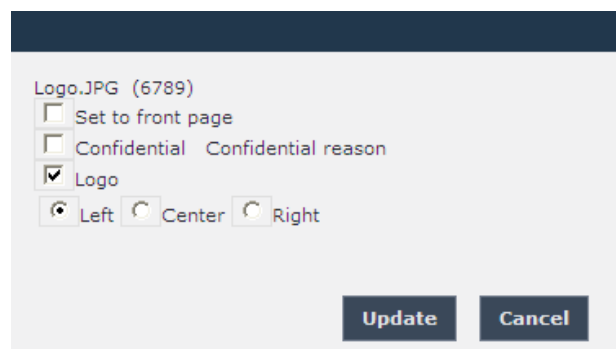
Repeat the steps above to add any number of attachments. When finished, all the attachments will be listed at the bottom of the page as shown in the figure below.



You can download, edit or delete the uploaded logo, by clicking the respective icons next to the file name, as the following figure displays:




In order to edit the uploaded logo, click on the  [Edit](#) option and the following pop up window will open:



Select the preferred option and press the **Update** button

6.1.8 Print an EC Declaration

You can print at any time the information on the screen, by clicking on the  [Print](#) link at the top of the page.


6.1.9 Export to PDF

The feature is only available for an EC Declaration that is submitted to ERA or validated by ERA.

You can export the EC Declaration from view page (Figure 25), by clicking on the [Export to PDF](#) link at the top of the page.

6.1.10 Export to PDF from

The feature is only available for an EC Declaration that is not still submitted to ERA: the EC Declaration is either new or saved as draft. Also, it is not available for ERA-EXT users with the role NSA-EC Suitability Constituents.


You can export the EC Declaration from view page (Figure 25), by clicking on the  [Export to PDF form](#) link at the top of the page.

You may choose this function in order to send the EC Declaration to ERA by email or to keep it for local storage.


6.1.11 Validating an EC Declaration (ERA Interoperability Administrator only)

This feature allows the ERA internal users with the Interoperability Administrator role to validate provided EC Declarations and make these public on the ERADIS web site.

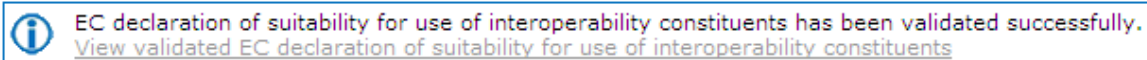
During the process of validation the ERA users will be able to create new reference data entries in case that an EC Declaration will contain new information which was not stored previously within the ERADIS reference data database.

To validate a temporary EC Declaration, search for the submitted EC Declarations (or click on the  [Validate submitted declarations](#) link) in Figure 21 and display its properties by clicking on the EU Identification number you want to validate: a page similar to the one in Figure 25 will be displayed.

Enter the validation reason.

To confirm validation, click on the  button.

In case of no errors, a confirmation message will be displayed.



At the successful validation of the EC Declaration, a notification message is sent to the submitter of the EC Declaration.

The new status of an EC Declaration becomes publicly available to non-authorized users of the ERADIS only after it has been validated by the Agency: until then it is visible only to authorized users in the restricted ERADIS environment.

The following picture depicts a validated EC Declaration which can be accessed by clicking on the [View validated EC declaration of suitability for use of interoperability constituents](#) link.

EC declaration of suitability for use of interoperability constituents

[Go Back to Search Results](#) | [Export to PDF](#) | [Print](#)


1. ID data			
Document ID number	BE/321654987/2012/000002		
2. Document owner/holder			
Applicant Country	Belgium		
Applicant Name	Alstom Belgium	Applicant National Registration No	321654987
Applicant Postal address	45, rue de Paris	Applicant Postal code	54800
Applicant City	Mons		
Authorised representative Country			
Authorised representative Name		Authorised representative National Registration No	
Authorised representative Postal address		Authorised representative Postal code	
Authorised representative City			
3. Description/title			
Interoperability constituent			
Description	EVC IC1:ERTMS-ETCS On board		
Description of procedures followed in order to declare conformity or suitability for use	Module H2		
4. Approvals			
Notified Body			
Country	France		
Name	Certifer	Registration number	1800
Postal address	89, rue Baudouine	Postal code	59300
City	Valenciennes		
Website	-		
EC certificate of suitability for use issued by Notified Body			
ID number of the EC certificate of suitability for use issued for this declaration	2250/1/B/2011/RST/DEEN/P2011-197		Date of issue
			01/01/2012
5. References			
To EC Directives	2008/57/EC		
To TSIs	2006/661/EC, 2006/679/EC CCS CR		
To the EC declaration(s):	BE/436195241/2012/000001		
To conditions of use	Listed in Annex 1		
Attached condition of use			
No attached files			
6. Validity			
Date of issue (valid from dd/mm/yyyy)	07/05/2012	Date of validity (valid until dd/mm/yyyy)	
7. Additional information			
First name of signatory	Surname of signatory		
Üüne	Öispuu-Jäääär		
8. Attached files			
9. Other fields			
Status of the doc	In Force		
Version Number	1		
Validation Reason			
Date of publication in Database	07/05/2012		
Name of the user, who uploaded the doc	Eradis user2		
Organisation of the user, who uploaded the doc	Safety&InteropOrganization		
13. Revoke Request Reason			
Revoke Request Reason*			

[Create amendment](#) [Request Revoke](#)


Figure 26

6.1.12 Revoking an EC Declaration (ERA Interoperability Administrator only)


This feature allows the ERA internal users with the Interoperability Administrator role to revoke provided EC Declarations and make these public on the ERADIS web site.

To revoke a temporary EC Declaration, search for the requested to revoke EC Declarations (or click on the  [Validate requested to be revoke declarations](#) link) in Figure 21 and display its properties by clicking on the EU Identification number you want to validate: a page similar to the one in Figure 25 will be displayed.

Enter revoke validation reason.

To confirm revocation, click on the  button.

In case of no errors, a confirmation message will be displayed.



 EC declaration of suitability for use of interoperability constituents has been revoked successfully.
[View revoked EC declaration of suitability for use of interoperability constituents](#)

At the successful revocation of the EC Declaration, a notification message is sent to the submitter of the EC Declaration.


The new status of an EC Declaration becomes publicly available to non-authorized users of the ERADIS only after it has been validated by the Agency: until then it is visible only to authorized users in the restricted ERADIS environment.

6.1.13 Rejecting an EC Declaration (ERA Interoperability Administrator only)


This feature allows the ERA internal users with the Interoperability Administrator role to reject provided EC Declarations and make these not published on the ERADIS web site.

To reject a temporary EC Declaration, search for the submitted EC Declarations (or click on the  [Validate submitted declarations](#) link) or search for the requested to revoke EC Declarations (or click on the  [Validate requested to be revoke declarations](#) link) in Figure 21 and display its properties by clicking on the EU Identification number you want to validate: a page similar to the one in Figure 25 will be displayed.

Enter the validation reason.

To confirm validation, click on the  button.


In case of no errors, a confirmation message will be displayed.

 EC declaration of suitability for use of interoperability constituents has been rejected successfully.
[View rejected EC declaration of suitability for use of interoperability constituents](#)

At the successful rejection of the EC Declaration, a notification message is sent to the submitter of the EC Declaration.

6.1.14 Amending an EC Declaration

This feature allows user to amend already issued EC Declaration. All users who belong to the same organisation as the EC Declaration issuer or the EC Declaration applicant, as well as the ERA users, will be able to amend an existing EC Declaration.

To amend an EC Declaration, on the main page (Figure 21) click on the  [Amend existing declaration](#) link: the following page will be displayed

Amend an existing declaration of suitability for use of constituents

This page allows you to easily find a declaration of suitability for use of constituents you would like to amend. You may find declaration of suitability for use of constituents by specifying search criteria or by browsing all of the declarations of suitability for use of constituents which you can amend.

Declaration of suitability for use of constituents search information	Browse Declarations of suitability for use of constituents
Document ID <input type="text"/>	Please click Browse button below if you would like to retrieve a list of all existing declarations of suitability for use of constituents which you can amend.
Open document	Browse declarations

There are two options to find the EC Declaration for amending.


First option is to enter the “Document ID” of the EC Declaration you want to amend and press the **Open document** button: a page similar to the one in Figure 22 will be displayed.

Second option is to browse available EC Declarations for amend. Press the **Browse declarations** button: a page similar to the one in Figure 22 will be displayed.

Click on the EU Identification number you want to amend and a page similar to the one in Figure 24 will be displayed.

Update any relevant fields, enter the description of the amendment and press the **Send to ERA** button.

A confirmation message will appear

 EC declaration of suitability for use of interoperability constituents has been submitted successfully. [View submitted EC declaration of suitability for use of interoperability constituents](#)

At the successful submission of the EC Declaration, a notification message is sent to the submitter of the EC Declaration.

Another way to perform this task is to search for the EC Declaration, view its details (Figure 25 or Figure 26) and press the **Create amendment** button.

6.1.15 Requesting to Revoking an EC Declaration

This feature allows user to request to revoke already issued EC Declaration. All users who belong to the same organisation as the EC Declaration issuer or the EC Declaration applicant, as well as the ERA users, will be able to request to revoke an existing EC Declaration.

To request to revoke an EC Declaration, on the main page (Figure 21) click on the [X Revoke existing declaration](#) link: the following page will be displayed

Revoke an existing declaration of suitability for use of constituents

This page allows you to easily find a declaration of suitability for use of constituents you would like to revoke. You may find declaration of suitability for use of constituents by specifying search criteria or by browsing all of the declarations of suitability for use of constituents which you can revoke.

Declaration of suitability for use of constituents search information	Browse Declarations of suitability for use of constituents
Document ID <input type="text"/>	Please click Browse button below if you would like to retrieve a list of all existing declarations of suitability for use of constituents which you can revoke.
Open document	Browse declarations

There are two options to find the EC Declaration for requesting to revoke.


First option is to enter the “Document ID” of the EC Declaration you want to request to revoke and press the **Open document** button: a page similar to the one in Figure 22 will be displayed.

Second option is to browse available EC Declarations for request to revoke. Press the **Browse declarations** button: a page similar to the one in Figure 22 will be displayed.

Click on the EU Identification number you want to request to revoke and a page similar to the one in Figure 25 will be displayed.

Enter the revoke request reason and press the **Request Revoke** button.

A confirmation message will appear

 EC declaration of suitability for use of interoperability constituents has been requested to be revoked successfully.
[View revoke request EC declaration of suitability for use of interoperability constituents](#)


At the successful submission of the EC Declaration, a notification message is sent to the submitter of the EC Declaration.

Another way to perform this task is to search for the EC Declaration, view its details (Figure 26) and press the **Request Revoke** button.

6.1.16 Downloading an electronic form

In case the user prefers to submit a new declaration by using an electronic form to be filled in offline, instead of using the web based form, the ERADIS will allow downloading of an appropriate electronic version of the form.

This feature is only available for ERA users for which the Interoperability Administrator role is granted or ERA-EXT users for which the Manufacturer-EC Suitability Constituents role is granted.

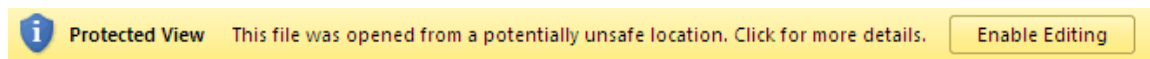
To download the electronic form, on the main page (Figure 21) click on the  [Download Template](#) link: you will be prompted to save the file.

6.1.17 Filling in an electronic form

To fill in offline the previously downloaded electronic form (see §6.1.16), open it in MS-WORD.

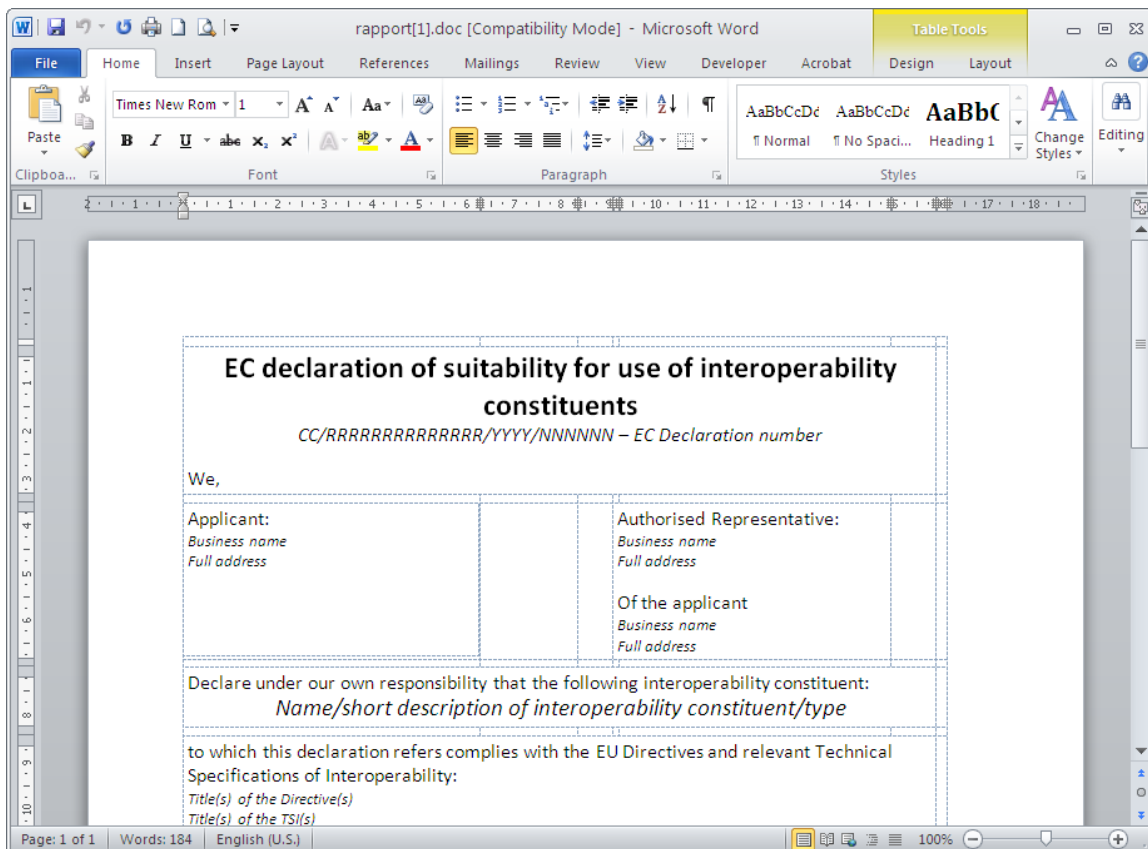
Depending on the MS-WORD version:

- The following warning appears on the top of the MS-WORD document



Click on the “Enable Editing” button

MS-WORD will open document, ready to edit.



EC declaration of suitability for use of interoperability constituents
CC/RRRRRRRRRRRR/YYY/NNNNNN – EC Declaration number

We,

Applicant: <i>Business name</i> <i>Full address</i>	Authorised Representative: <i>Business name</i> <i>Full address</i>
Of the applicant <i>Business name</i> <i>Full address</i>	

Declare under our own responsibility that the following interoperability constituent:
Name/short description of interoperability constituent/type

to which this declaration refers complies with the EU Directives and relevant Technical Specifications of Interoperability:
Title(s) of the Directive(s)
Title(s) of the TSI(s)

Fill in the fields

Save the file by clicking on File-Save (or File-Save As) in the menu.

6.2 Anonymous or non-authorised users

6.2.1 EC Declaration Suitability Constituents main page

The following screenshot displays the EC Declaration Suitability Constituents main page for the following users:

- Anonymous: user not logged to the application
- Any ERA user for which the Interoperability Administrator role is not granted
- Any ERA-EXT user for which the NSA-EC Suitability Constituents role is not granted
- Any ERA-EXT user for which the Manufacturer-EC Suitability Constituents role is not granted.

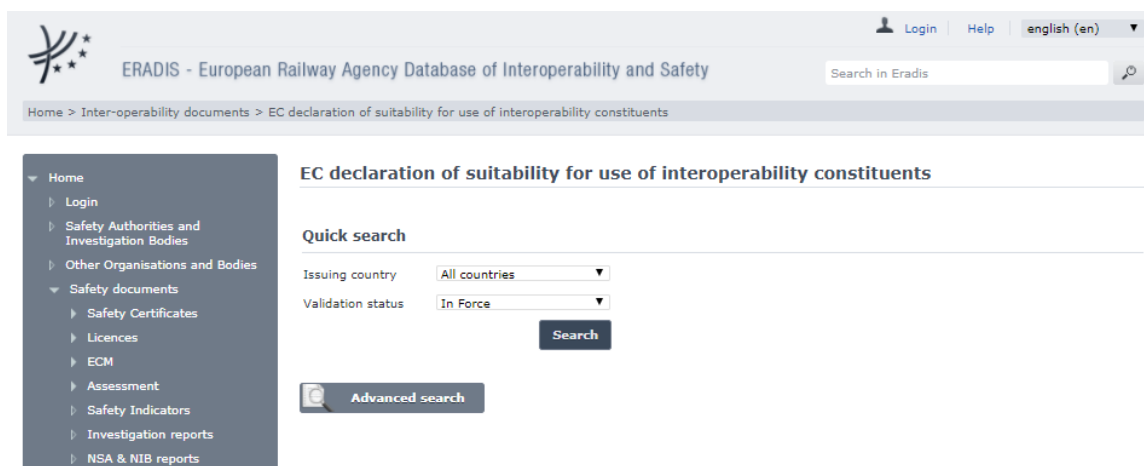


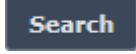
Figure 27

6.2.2 Searching for an EC Declaration



6.2.2.1 Quick search

The quick search allows you to quickly find an EC Declaration issued by a certain country and/or a certain validation status.

On the main page (Figure 27), select an issuing country and/or a validation status from the lists.

And press the  button: a list will be displayed.

EC declaration of suitability for use of interoperability constituents search results



 Large Result List
 Items per page | 15 ▾



Applicant country	Document ID number	Applicant Name	Type of constituent	Date of validity	Date of issue
Belgium	BE/321654987/2012/000002	Alstom Belgium	-	-	07/05/2012
France	FR/00000124578369/2013/888888	Alstom France	-	-	17/04/2013
Italy	IT/00000000123456/2013/003001	Ferriere Cattaneo	-	10/07/2013	12/07/2013

Total 3 item(s) found.

[Go back to Quick Search](#)

Figure 28

The search results are grouped in pages:

- To **go to a specific page**, click on the page number (1 2 3 4) at the bottom of the list
- To **move to the next/previous page**, click on the **Next>** / **<Previous** link at the bottom of the page
- To **display more/less items per page**, chose the number of items in the Items per page 10 ▾ list at top of the list
- To **print the list**, click on the  **Print** link at the top of the list
- To **export the list** into an Excel file, click on the  **Export to Excel** link at the top of the list
- To **sort the list**, click on the field header you want to sort by: sorting is done *per group*, where a group is defined first by the applicant country, by the Document identification number and then by the applicant name
- To **view additional columns**, tick the **Large Result List** flag on the top of the list
- To **view an EC Declaration**, click on the “Document identification number” field of the EC Declaration you want to view

EC declaration of suitability for use of interoperability constituents

[Go Back to Search Results](#) | [Export to PDF](#) | [Print](#)


1. ID data			
Document ID number	BE/321654987/2012/000002		
2. Document owner/holder			
Applicant Country	Belgium		
Applicant Name	Alstom Belgium	Applicant National Registration No	321654987
Applicant Postal address	45, rue de Paris	Applicant Postal code	54800
Applicant City	Mons		
Authorised representative Country			
Authorised representative Name		Authorised representative National Registration No	
Authorised representative Postal address		Authorised representative Postal code	
Authorised representative City			
3. Description/title			
Interoperability constituent			
Description	EVC IC1:ERTMS-ETCS On board		
Description of procedures followed in order to declare conformity or suitability for use	Module H2		
4. Approvals			
Notified Body			
Country	France		
Name	Certifer	Registration number	1800
Postal address	89, rue Baudouine	Postal code	59300
City	Valenciennes		
Website	-		
EC certificate of suitability for use issued by Notified Body			
ID number of the EC certificate of suitability for use issued for this declaration	2250/1/B/2011/RST/DEEN/P2011-197		Date of issue 01/01/2012
5. References			
To EC Directives	2008/57/EC		
To TSIs	2006/861/EC, 2006/679/EC CCS CR		
To the EC declaration(s):	BE/436195241/2012/000001		
To conditions of use	Listed in Annex 1		
Attached condition of use			
No attached files			
6. Validity			
Date of issue (valid from dd/mm/yyyy)	07/05/2012	Date of validity (valid until dd/mm/yyyy)	
7. Additional information			
First name of signatory	Surname of signatory		
Üüne	Öispuu-Jäääär		
8. Attached files			
 Export EC Declaration of conf of constit into PDF - bug.png (Front page)			
9. Other fields			
Status of the doc	In Force		
Date of publication in Database	07/05/2012		

Figure 29



6.2.2.2 Advanced search



The advanced search allows you to find an EC Declaration satisfying multiple criteria.


On the main page (Figure 27), click on the [Advanced search](#) link: a page will be displayed.

EC declarations of suitability for use of constituents Advanced Search

ID data
Document ID number

Document owner/holder
Applicant Country 
Applicant Organisation Name 
Applicant National Registration No



Authorised representative
Country 
Authorised representative
Organisation Name 
Authorised representative
National Registration No

Description/title
Interoperability constituent 
Description

Certificate of conformity
ID number of the Certificate
of conformity issued for this
declaration

References
To EC Directives
To TSIs

Signatories
First name of signatory
Surname of signatory

Validity
Date of issue from  Date of issue to 



Other searchable fields
Status of the doc 

Figure 30

Fill in the search criteria and click on the button: a list will be displayed as shown in Figure 28.

6.2.3 Print an EC Declaration

You can print at any time the information on the screen, by clicking on the  [Print](#) link at the top of the page.

6.2.4 Export to PDF

You can export the EC Declaration from view page (Figure 29), by clicking on the [Export to PDF](#) link at the top of the page.

7 Authorisation for placing in service

User Category	User Role	Allowed Actions
ERA Interoperability Administrator		Search for Authorisation Submit new Authorisation Amend, request to revoke existing Authorisation Validate, revoke, reject Authorisation
ERA-EXT NSA	Authorisation	Search for Authorisation Submit new Authorisation Amend, request to revoke existing Authorisation
Anonymous Non-Authorised User		Search for Authorisation

Each submitted/amended/requested to revoked Authorisation will need to pass an ERA validation first in order to become available to the public, which will only be allowed to read existing Authorisation that have been validated by ERA.

7.1 Authorised users

7.1.1 Authorisation for placing in service main page

The following screenshot displays the Authorisation main page for the following users:

- Any ERA user for which the Interoperability Administrator role is granted
- Any ERA-EXT user for which the NSA-Authorisation role is granted. Among these users, only those who belong to the same organisation as the Authorisation issuer have the authority to amend/request to revoke.

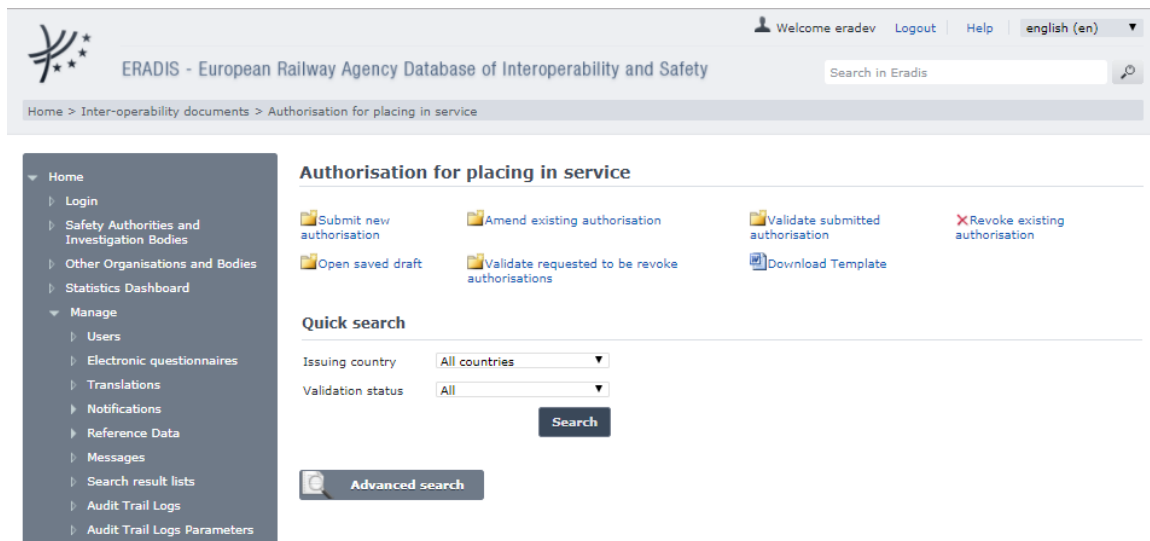


Figure 31

7.1.2 Searching for an Authorisation

7.1.2.1 Quick search

The quick search allows you to quickly find an Authorisation issued by a certain country and/or in a certain validation status.

On the main page (Figure 31), select an issuing country and/or a validation status from the lists.

Quick search

Issuing country:

Validation status:

And press the button: a list will be displayed.

Authorisation for placing in service search results

Large Result List Items per page

NSA Country	Document ID	NSA name	Type of subsystem	Date of issue	Date of validity	Link to the technical annexes of doc
Belgium	545745	Safety&InteropOraganization	FIHS	01/07/2013	-	restrictions2.pdf
	545745	Safety&InteropOraganization	FIHS	01/07/2013	-	restrictions2.pdf
	56456456456	Safety&InteropOraganization	FIHS	01/07/2013	22/07/2015	restrictions.pdf test test.pdf
France	ITS32013000005	EPSF	FIHS-CCS	02/07/2013	02/07/2013	DummyDoc.pdf
	123234543589	EPSF	FIHS	12/06/2013	28/07/2021	test test.pdf
	123234543589	EPSF	FIHS	12/06/2013	28/07/2021	test test.pdf
	123234543589	EPSF	FIHS	12/06/2013	28/07/2021	test test.pdf
	ITS32013000005	EPSF	FIHS-CCS	02/07/2013	02/07/2013	DummyDoc.pdf
	123234543589	EPSF	FIHS	12/06/2013	28/07/2021	test test.pdf
	FR9201290129	EPSF	FIHS-INF	06/11/2013	-	Project Management Guide.pdf

Total 20 item(s) found. 1 2 Next>

Figure 32

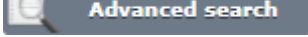
The search results are grouped in pages:

- To **go to a specific page**, click on the page number (**1 2 3 4**) at the bottom of the list
- To **move to the next/previous page**, click on the **Next>** / **<Previous** link at the bottom of the page
- To **display more/less items per page**, chose the number of items in the Items per page list at top of the list
- To **print the list**, click on the **Print** link at the top of the list
- To **export the list** into an Excel file, click on the **Export to Excel** link at the top of the list

- To **sort the list**, click on the field header you want to sort by: sorting is done *per group*, where a group is defined first by the applicant country, by the Document identification number and then by the applicant name
- To **view additional columns**, tick the **Large Result List** flag on the top of the list
- To **view an Authorisation**, click on the “Document ID” field of the Authorisation you want to view
- To **open an attachment**, click on the attachment’s name

7.1.2.2 Advanced search

The advanced search allows you to find an Authorisation satisfying multiple criteria.

On the main page (Figure 31), click on the  button: a page will be displayed.

Authorisation for placing in service Advanced Search



ID data
EIN authorisation number of subsystem / range of numbers

Applicant
Country
Name

National safety authority
Country
Name

Description/title
Type of subsystem
 Infrastructure Energy Control and command signalling

References
EC declaration(s), issued for the subsystem

Validity
Date of issue (valid from)  Date of validity (valid until) 




Other searchable fields
Status of the doc
Date of publication in Database 
Name of the user who uploaded the doc
Organisation of the user, who uploaded the doc



Figure 33

Fill in the search criteria and click on the  button: a list will be displayed as shown in Figure 32.

7.1.3 Submitting a new Authorisation

This feature allows the submission of new Authorisation. Authorisation can be submitted either by applicant themselves or competent National authority.

On the main page (Figure 31), click on the  [Submit new authorisation](#) link: the following page will be displayed

 [Export to PDF form](#) |
  [Print](#)

Submit a new Authorisation for placing in service

Note:
- For the fields marked by an asterisk, information is mandatory

Authorisation

1. ID data

EIN - Document ID number*

Member State where authorised*
 Austria
 Belgium
 Bulgaria
 Czech Republic
 Denmark
 Estonia

2. Applicant

Applicant Country* Please select...

Applicant Organisation*

Applicant Name*

Applicant Postal address*

Applicant City*

Applicant Postal code*

3. National safety authority

NSA Country* Please select...

NSA Organisation*

NSA Name* NSA Postal code*

NSA Postal address* NSA Website

NSA City*

4. Description/title

Type of subsystem* Fixed installations, conventional network

Infrastructure
 Energy
 Control command and signalling

New
 Upgraded

Subsystem description*

5. References

National law implementing Interoperability Directive*

National law referring to national rules*



EC declaration(s):

List of documents in technical file*

Conditions of use

[Attached condition of use](#)

6. Validity

Date of issue (valid from dd/mm/yyyy)*  Date of validity (valid until dd/mm/yyyy) 

7. Additional information

First name of signatory* Surname of signatory* Position of signatory*

8. Attached files

[Add attachment](#)

Clear all fields
Save as draft
Send to ERA

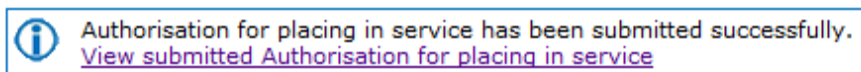
Figure 34

Fill in all the required fields and press the **Send to ERA** button.

If an error occurs (a mandatory field has been left empty, a date format is wrong, etc.), an error message will be displayed, giving details about the error(s):

- EIN - Document ID number is required
- Member State where authorised is required
- Applicant Country is required
- Organisation is required

If no error occurs, a confirmation message will be displayed:



You can click on the [View submitted Authorisation for placing in service](#) link to view the newly created Authorisation: the following page will be displayed.

At the successful submission of the Authorisation, a notification message is sent to the issuer.

Authorisation for placing in service Go Back to Search Results | Export to PDF | Print

1. ID data

EIN - Document ID number	53453534	Submission date : 12/12/2013 12:41:12
Member State where authorised	Belgium	

2. Applicant - Person / body who applies for the authorisation

Applicant - Person/body who applies for the authorisation	
Applicant Country	Belgium
Applicant Name	Alstom Belgium
Applicant Postal address	45, rue de Paris
Applicant City	Mons
Applicant Postal code	54800

3. National safety authority

NSA Country	Belgium		
	Add to Reference Data		
NSA Name	Belgian NSA		
NSA Postal address	Mont 35	NSA Postal code	345 56
NSA City	Bruges		
NSA Website	www.nsa.ns		

4. Description/title

Type of subsystem	Fixed installations, high speed network - New subsystem
	<input checked="" type="checkbox"/> Infrastructure <input type="checkbox"/> Energy <input type="checkbox"/> Control command and signalling <input type="checkbox"/> ETCS <input type="checkbox"/> GSM-R
Subsystem description	testing

5. References

National law implementing Interoperability Directive	testing new GUI
National law referring to national rules	N/A
EC declaration(s):	
List of documents in technical file	N/A
Conditions of use	

Attached condition of use

No attached files

6. Validity

Date of issue (valid from dd/mm/yyyy)	02/12/2013	Date of validity (valid until dd/mm/yyyy)	18/05/2017
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7. Additional information

First name of signatory	Maria	Surname of signatory	Isaksson	Position of signatory	PO
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8. Attached files

restrictions.pdf (Front page)

9. Other fields

Status of the doc	Submitted
Validation reason	<input type="text"/>
Date of publication in Database	
Name of the user, who uploaded the doc	eradis user 20
Organisation of the user, who uploaded the doc	European Railway Agency

Validate Reject Create amendment

Figure 35


7.1.4 Save an Authorisation as draft

You can save the current page, as laid out on screen, as a draft which can be later retrieved when submitting a new declaration. It is necessary to fill in all the required fields (except the attachment as front page) to save a draft.

To save the current page as a draft, press the **Save as draft** button: the Authorisation is saved but not still submitted to ERA for validation.

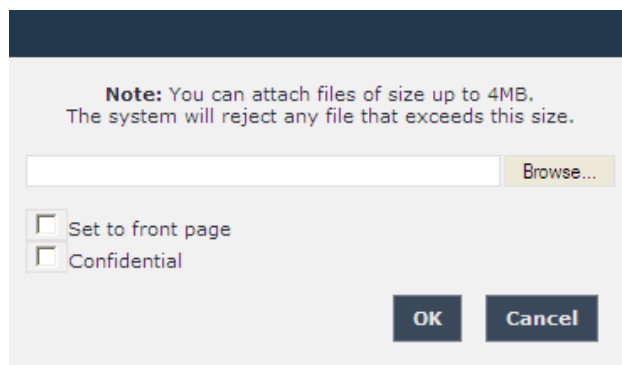
7.1.5 Open an Authorisation saved as draft

The quick search allows you to quickly find an Authorisation saved as draft.

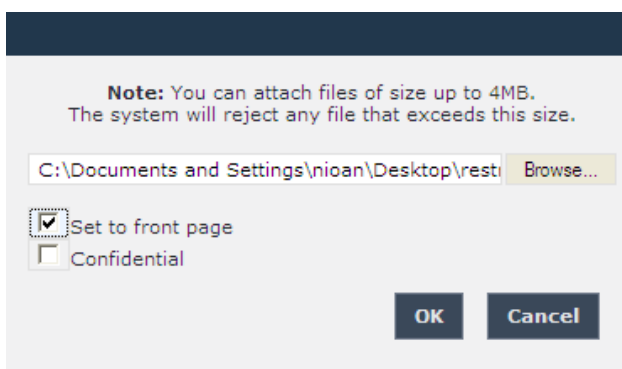
On the main page (Figure 31), click on the  [Open saved draft](#) link: a list of saved drafts will be displayed as shown in Figure 32.


7.1.6 Add attachments

By clicking the [Add attachment](#) link the following window is displayed and electronic attachments can be added to the Authorisation:



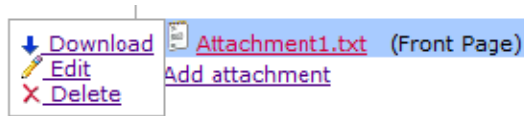
To add a file, press the **Browse...** button, choose the file to attach and check the “Set to front page” option, since at least one attachment of type Front Page is required.



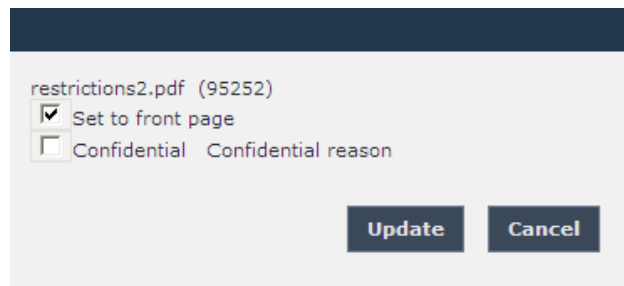
 **ERROR: At least one attachment of type Front Page is required**

Press the **OK** button in order to close the pop up window.

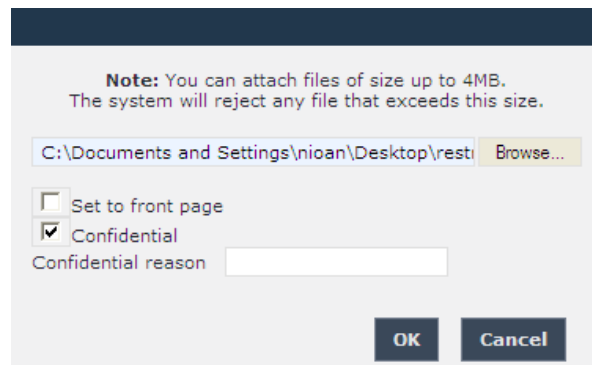
If by mistake the wrong file has been uploaded, it can be removed by clicking on the **X Delete** icon next to the file name, as it is shown in the following figure:



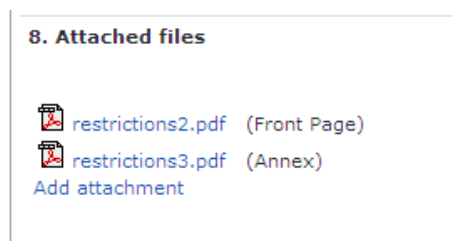
By clicking on the **Edit** icon next to the file name, the following window opens and the attached document can be edit. When finished press the **Update** button in order to close the displayed window.



In case of a confidential uploaded file, the confidential reason can be provided.



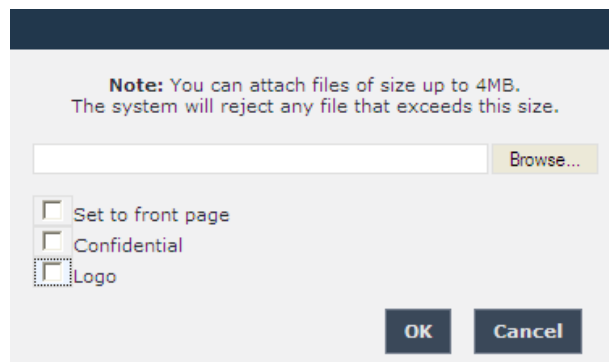
By repeating the above steps, any number of attachments can be added. When finished, all the attachments will be listed at the bottom of the page as shown in the following figure:



7.1.7 Add a logo

This feature is only available for ERA-EXT users for which the NSA-Authorisation role is granted.

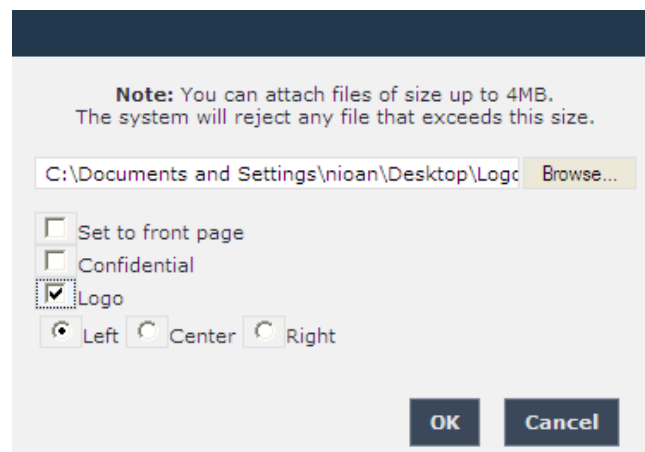
By clicking the [Add attachment](#) link the following window opens and an image representing the logo of the applicant organisation to the Authorisation can be added:



Note: You can attach files of size up to 4MB.
The system will reject any file that exceeds this size.

Set to front page
 Confidential
 Logo

To add a file, press the button, choose the file to attach and then select the “Logo” option.



Note: You can attach files of size up to 4MB.
The system will reject any file that exceeds this size.

C:\Documents and Settings\nioan\Desktop\Logc

Set to front page
 Confidential
 Logo

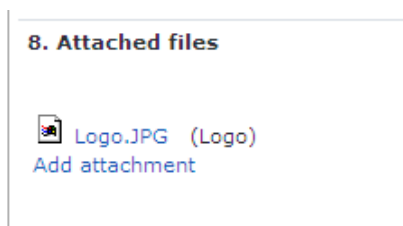
Left Center Right

By selecting “Logo”, the following logo alignment options are displayed:

- Left
- Center
- Right


After defining the desired position for the uploaded logo, press the button.

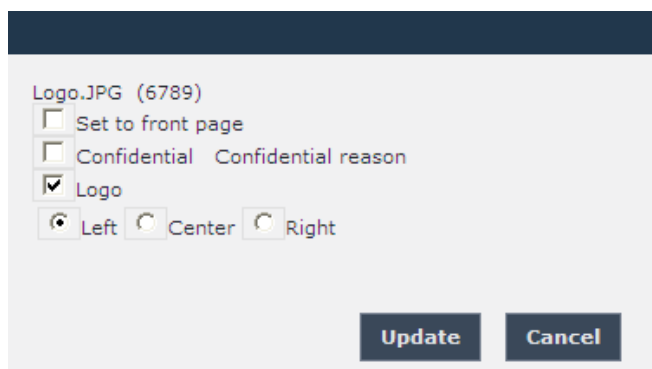
Repeat the steps above to add any number of attachments. When finished, all the attachments will be listed at the bottom of the page as shown in the figure below.



You can download, edit or delete the uploaded logo, by clicking the respective icons next to the file name, as the following figure displays:




In order to edit the uploaded logo, click on the  [Edit](#) option and the following pop up window will open:



Select the preferred option and press the  button

7.1.8 Print an Authorisation

You can print at any time the information on the screen, by clicking on the  [Print](#) link at the top of the page.


7.1.9 Export to PDF

The feature is only available for an Authorisation that is submitted to ERA or validated by ERA.

You can export the Authorisation from view page (Figure 35), by clicking on the [Export to PDF](#) link at the top of the page.

7.1.10 Export to PDF from

The feature is only available for an Authorisation that is not still submitted to ERA: the Authorisation is either new or saved as draft.


You can export the Authorisation from view page (Figure 35), by clicking on the  [Export to PDF form](#) link at the top of the page.

You may choose this function in order to send the Authorisation to ERA by email or to keep it for local storage.

7.1.11 Validating an Authorisation (ERA Interoperability Administrator only)

This feature allows the ERA internal users with the Interoperability Administrator role to validate provided Authorisations and make these public on the ERADIS web site.

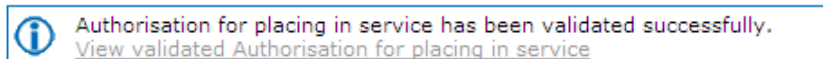
During the process of validation the ERA users will be able to create new reference data entries in case that an Authorisation will contain new information which was not stored previously within the ERADIS reference data database.

To validate a temporary Authorisation, search for the submitted Authorisations (or click on the  [Validate submitted authorisation](#) link) in Figure 31 and display its properties by clicking on the EU Identification number you want to validate: a page similar to the one in Figure 35 will be displayed.

Enter the validation reason.

To confirm validation, click on the  button.

In case of no errors, a confirmation message will be displayed.



At the successful validation of the Authorisation, a notification message is sent to the submitter of the Authorisation.

The new status of an Authorisation becomes publicly available to non-authorized users of the ERADIS only after it has been validated by the Agency: until then it is visible only to authorised users in the restricted ERADIS environment.

The following picture depicts a validated Authorisation which can be accessed by clicking on the [View validated Authorisation for placing in service](#) link.

Authorisation for placing in service

[Go Back to Search Results](#) | [Export to PDF](#) | [Print](#)

1. ID data

EIN - Document ID number	53453534
Member State where authorised	Belgium

2. Applicant - Person / body who applies for the authorisation

Applicant - Person/body who applies for the authorisation

Applicant Country	Belgium
Applicant Name	Alstom Belgium
Applicant Postal address	45, rue de Paris
Applicant City	Mons
Applicant Postal code	54800

3. National safety authority

NSA Country	Belgium		
NSA Name	Belgian NSA		
NSA Postal address	Mont 35	NSA Postal code	345 56
NSA City	Bruges		
NSA Website	www.nsa.ns		

4. Description/title

Type of subsystem	Fixed installations, high speed network - New subsystem
	<input checked="" type="checkbox"/> Infrastructure <input type="checkbox"/> Energy <input type="checkbox"/> Control command and signalling <input type="checkbox"/> ETCS <input type="checkbox"/> GSM-R
Subsystem description	testing

5. References

National law implementing Interoperability Directive	testing new GUI
National law referring to national rules	N/A
EC declaration(s):	
List of documents in technical file	N/A
Conditions of use	

Attached condition of use

No attached files

6. Validity

Date of issue (valid from dd/mm/yyyy)	02/12/2013	Date of validity (valid until dd/mm/yyyy)	18/05/2017
---------------------------------------	------------	---	------------

7. Additional information

First name of signatory	Maria	Surname of signatory	Isaksson	Position of signatory	PO
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8. Attached files

restrictions.pdf (Front page)

9. Other fields

Status of the doc	In Force
Validation reason	
Date of publication in Database	12/12/2013
Name of the user, who uploaded the doc	eradis user 20
Organisation of the user, who uploaded the doc	European Railway Agency

13. Revoke Request Reason

Revoke Request Reason*	
------------------------	--


Create amendment

Request Revoke


Figure 36

7.1.12 Revoking an Authorisation (ERA Interoperability Administrator only)

This feature allows the ERA internal users with the Interoperability Administrator role to revoke provided Authorisations and make these public on the ERADIS web site.

To revoke a temporary Authorisation, search for the requested to revoke Authorisations (or click on the  [Validate requested to be revoke authorisations](#) link) in Figure 31 and display its properties by clicking on the EU Identification number you want to validate: a page similar to the one in Figure 35 will be displayed.

Enter revoke validation reason.

To confirm revocation, click on the  button.

In case of no errors, a confirmation message will be displayed.





At the successful revocation of the Authorisation, a notification message is sent to the submitter of the Authorisation.


The new status of an Authorisation becomes publicly available to non-authorized users of the ERADIS only after it has been validated by the Agency: until then it is visible only to authorised users in the restricted ERADIS environment.

7.1.13 Rejecting an Authorisation (ERA Interoperability Administrator only)

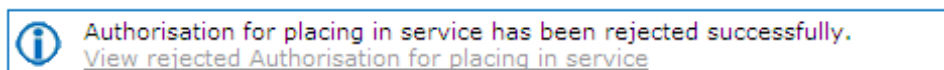
This feature allows the ERA internal users with the Interoperability Administrator role to reject provided Authorisations and make these not published on the ERADIS web site.

To reject a temporary Authorisation, search for the submitted Authorisations (or click on the  [Validate submitted authorisation](#) link) or search for the requested to revoke Authorisations (or click on the  [Validate requested to be revoke authorisations](#) link) in Figure 31 and display its properties by clicking on the EU Identification number you want to validate: a page similar to the one in Figure 35 will be displayed.

Enter the validation reason.

To confirm validation, click on the  button.


In case of no errors, a confirmation message will be displayed.



At the successful rejection of the Authorisation, a notification message is sent to the submitter of the Authorisation.

7.1.14 Amending an Authorisation

This feature allows user to amend already issued Authorisation. All users who belong to the same organisation as the Authorisation issuer, as well as the ERA users, will be able to amend an existing Authorisation.

To amend an Authorisation, on the main page (Figure 31) click on the  [Amend existing authorisation](#) link: the following page will be displayed

Amend an existing Authorisation for placing in service

This page allows you to easily find a Authorisation for placing in service you would like to amend. You may find Authorisation for placing in service by specifying search criteria or by browsing all of the Authorisations for placing into service which you can amend.

Authorisation for placing in service search information	Browse of Authorisation for placing in service
Document ID <input type="text"/> Open document	Please click Browse button below if you would like to retrieve a list of all existing Authorisations for placing into service which you can amend. Browse declarations

There are two options to find the Authorisation for amending.

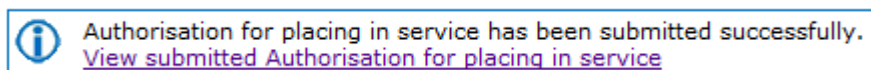
First option is to enter the “Document ID” of the Authorisation you want to amend and press the **Open document** button: a page similar to the one in Figure 32 will be displayed.

Second option is to browse available Authorisations for amend. Press the **Browse declarations** button: a page similar to the one in Figure 32 will be displayed.

Click on the EU Identification number you want to amend and a page similar to the one in Figure 34 will be displayed.

Update any relevant fields, enter the description of the amendment and press the **Send to ERA** button.

A confirmation message will appear



At the successful submission of the Authorisation, a notification message is sent to the submitter of the Authorisation.

Another way to perform this task is to search for the Authorisation, view its details (Figure 35 or Figure 36) and press the **Create amendment** button.

7.1.15 Requesting to Revoking an Authorisation

This feature allows user to request to revoke already issued Authorisation. All users who belong to the same organisation as the Authorisation issuer, as well as the ERA users, will be able to request to revoke an existing Authorisation.

To request to revoke an Authorisation, on the main page (Figure 31) click on the [X Revoke existing authorisation](#) link: the following page will be displayed

Revoke an existing Authorisation for placing in service

This page allows you to easily find a Authorisation for placing in service you would like to revoke. You may find Authorisation for placing in service by specifying search criteria or by browsing all of the Authorisations for placing into service which you can revoke.

Authorisation for placing in service search information	Browse of Authorisation for placing in service
Document ID <input type="text"/> Open document	Please click Browse button below if you would like to retrieve a list of all existing Authorisations for placing into service which you can revoke. Browse declarations

There are two options to find the Authorisation for requesting to revoke.

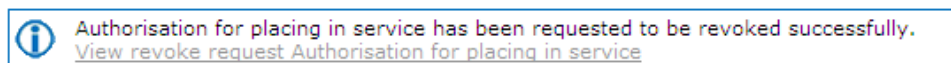
First option is to enter the “Document ID” of the Authorisation you want to request to revoke and press the **Open document** button: a page similar to the one in Figure 32 will be displayed.

Second option is to browse available Authorisations for request to revoke. Press the **Browse declarations** button: a page similar to the one in Figure 22 will be displayed.

Click on the EU Identification number you want to request to revoke and a page similar to the one in Figure 35 will be displayed.

Enter the revoke request reason and press the **Request Revoke** button.

A confirmation message will appear




At the successful submission of the Authorisation, a notification message is sent to the submitter of the Authorisation.

Another way to perform this task is to search for the Authorisation, view its details (Figure 36) and press the **Request Revoke** button.

7.1.16 Downloading an electronic form

In case the user prefers to submit a new declaration by using an electronic form to be filled in offline, instead of using the web based form, the ERADIS will allow downloading of an appropriate electronic version of the form.

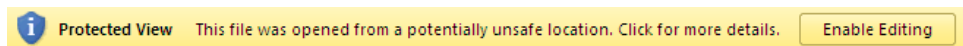
To download the electronic form, on the main page (Figure 31) click on the  [Download Template](#) link: you will be prompted to save the file.

7.1.17 Filling in an electronic form

To fill in offline the previously downloaded electronic form (see §7.1.16), open it in MS-WORD.

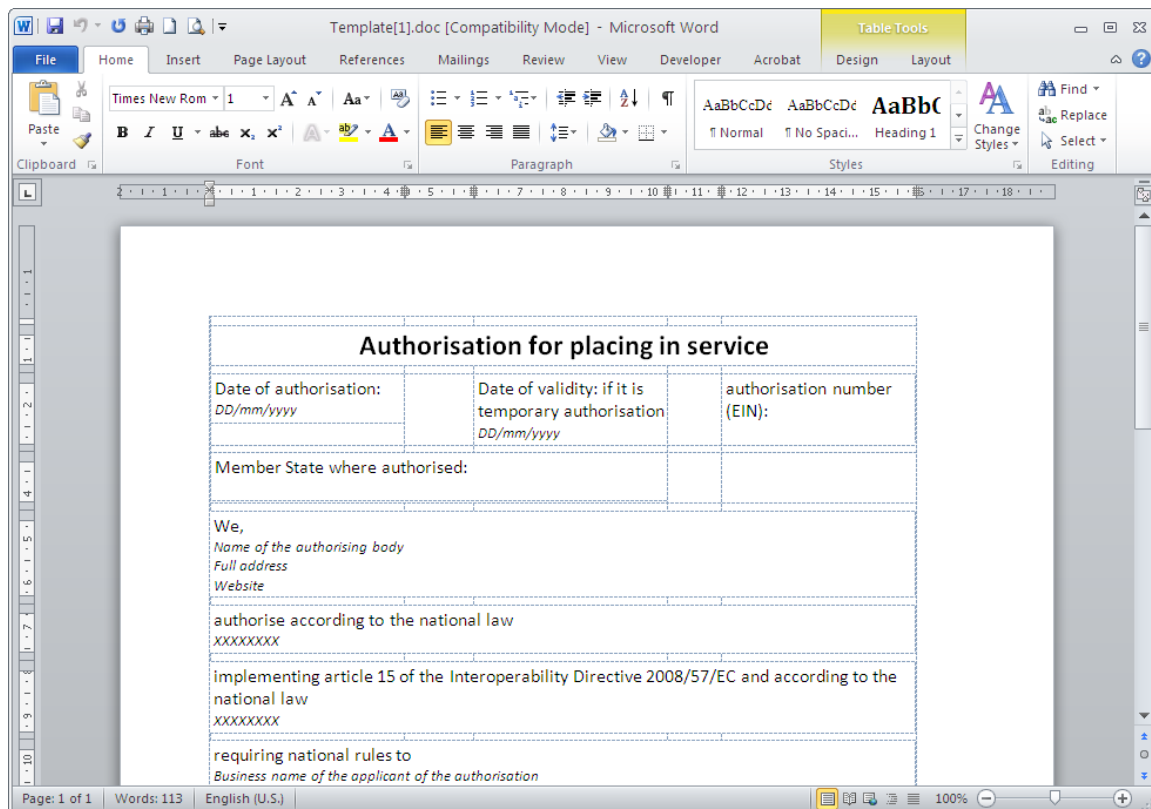
Depending on the MS-WORD version:

- The following warning appears on the top of the MS-WORD document



Click on the “Enable Editing” button

MS-WORD will open document, ready to edit.



Authorisation for placing in service		
Date of authorisation: DD/mm/yyyy	Date of validity: if it is temporary authorisation DD/mm/yyyy	authorisation number (EIN):
Member State where authorised:		
We, Name of the authorising body Full address Website		
authorise according to the national law XXXXXXXXXX		
implementing article 15 of the Interoperability Directive 2008/57/EC and according to the national law XXXXXXXXXX		
requiring national rules to Business name of the applicant of the authorisation		

Fill in the fields

Save the file by clicking on File-Save (or File-Save As) in the menu.

7.2 Anonymous or non-authorised users

7.2.1 Authorisation for placing in service main page

The following screenshot displays the Authorisation main page for the following users:

- Anonymous: user not logged to the application
- Any ERA user for which the Interoperability Administrator role is not granted
- Any ERA-EXT user for which the NSA-Authorisation role is not granted

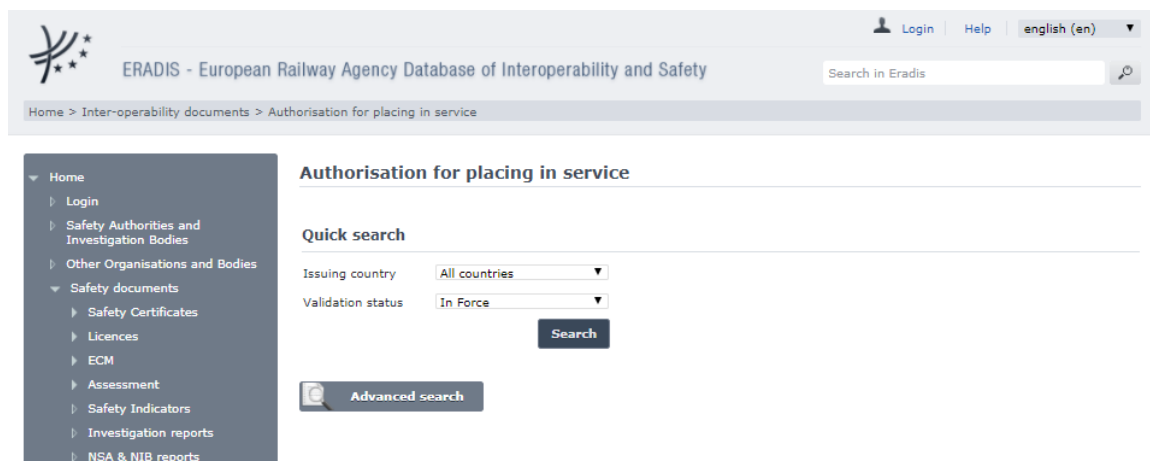


Figure 37

7.2.2 Searching for an Authorisation



7.2.2.1 Quick search

The quick search allows you to quickly find an Authorisation issued by a certain country and/or a certain validation status.

On the main page (Figure 37), select an issuing country and/or a validation status from the lists.

And press the  button: a list will be displayed.

Authorisation for placing in service search results

 [Print](#)
 [Export to Excel](#)
 [Large Result List](#)
Items per page **10** ▼



NSA Country	Document ID	NSA name	Type of subsystem	Date of issue	Date of validity
Belgium	545745	Safety&InteropOraganization	FIHS	01/07/2013	-
	53453534	Belgian NSA	FIHS-INF	02/12/2013	18/05/2017
France	IT532013000005	EPSF	FIHS-CCS	02/07/2013	02/07/2013
Greece	test1	9	FIHS-INF	14/03/2013	-
Italy	IT1234567	NSA ITALY	FIHS-INF	01/07/2013	29/06/2013
	IT1234567	NSA ITALY	FIHS-INF	01/07/2013	29/06/2013
	IT33201300009	NSA ITALY	FIHS-INF	02/07/2013	02/07/2013
	IT332013000002	NSA ITALY	FIHS	01/07/2013	01/07/2013
	IT332013000002	NSA ITALY	FIHS	01/07/2013	01/07/2013
	IT22	NSA ITALY	FIHS-ENE	03/07/2013	01/07/2013

Total 10 item(s) found.

[Go back to Quick Search](#)

Figure 38

The search results are grouped in pages:

- To **go to a specific page**, click on the page number (**1 2 3 4**) at the bottom of the list
- To **move to the next/previous page**, click on the **Next>** / **<Previous** link at the bottom of the page
- To **display more/less items per page**, chose the number of items in the Items per page **10** ▼ list at top of the list
- To **print the list**, click on the  [Print](#) link at the top of the list
- To **export the list** into an Excel file, click on the  [Export to Excel](#) link at the top of the list
- To **sort the list**, click on the field header you want to sort by: sorting is done *per group*, where a group is defined first by the applicant country, by the Document identification number and then by the applicant name
- To **view additional columns**, tick the [Large Result List](#) flag on the top of the list
- To **view an Authorisation**, click on the “Document ID” field of the Authorisation you want to view

Authorisation for placing in service

[Go Back to Search Results](#) | [Export to PDF](#) | [Print](#)
1. ID data

EIN - Document ID number	53453534
Member State where authorised	Belgium

2. Applicant - Person / body who applies for the authorisation

Applicant - Person /body who applies for the authorisation

Applicant Country	Belgium
Applicant Name	Alstom Belgium
Applicant Postal address	45, rue de Paris
Applicant City	Mons
Applicant Postal code	54800

3. National safety authority

NSA Country	Belgium		
NSA Name	Belgian NSA		
NSA Postal address	Mont 35	NSA Postal code	345 56
NSA City	Bruges		
NSA Website	www.nsa.ns		

4. Description/title

Type of subsystem	Fixed installations, high speed network - New subsystem
	<input checked="" type="checkbox"/> Infrastructure <input type="checkbox"/> Energy <input type="checkbox"/> Control command and signalling <input type="checkbox"/> ETCS <input type="checkbox"/> GSM-R
Subsystem description	testing

5. References

National law implementing Interoperability Directive	testing new GUI
National law referring to national rules	N/A
EC declaration(s):	
List of documents in technical file	N/A
Conditions of use	

Attached condition of use

No attached files


6. Validity

Date of issue (valid from dd/mm/yyyy)	02/12/2013	Date of validity (valid until dd/mm/yyyy)	18/05/2017
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7. Additional information

First name of signatory	Maria	Surname of signatory	Isaksson	Position of signatory	PO
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8. Attached files

 restrictions.pdf (Front page)

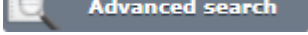
9. Other fields

Status of the doc	In Force
Date of publication in Database	12/12/2013

Figure 39

7.2.2.2 Advanced search

The advanced search allows you to find an Authorisation satisfying multiple criteria.

On the main page (Figure 37), click on the  button: a page will be displayed.



Authorisation for placing in service Advanced Search

ID data
EIN authorisation number of subsystem / range of numbers

Applicant
Country
Name

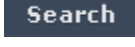
National safety authority
Country
Name

Description/title
Type of subsystem
 Infrastructure Energy Control and command signalling


Validity
Date of issue (valid from)  Date of validity (valid until) 

Other searchable fields
Status of the doc

Figure 40

Fill in the search criteria and click on the  button: a list will be displayed as shown in Figure 38.

7.2.3 Print an Authorisation

You can print at any time the information on the screen, by clicking on the  [Print](#) link at the top of the page.

7.2.4 Export to PDF

You can export the Authorisation from view page (Figure 39), by clicking on the [Export to PDF](#) link at the top of the page.

8 NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs

User Category	User Role	Allowed Actions
ERA Interoperability Administrator	Interoperability User	Submit new NoBo EC Certificate, NoBo QMS Approval and NoBo ISV Search for, modify, amend, restrict, suspend, withdraw existing NoBo EC Certificate, NoBo QMS Approval and NoBo ISV Publish, unpublish, delete existing NoBo EC Certificate, NoBo QMS Approval and NoBo ISV
ERA-EXT NoBo user	Notified Bodies EC Certificates	Submit new NoBo EC Certificate, NoBo QMS Approval and NoBo ISV Search for, modify, amend, restrict, suspend, withdraw existing NoBo EC Certificate, NoBo QMS Approval and NoBo ISV
Anonymous Non-Authorised User		Search for EC Declaration Verification Subsystems

Each submitted/amended/restricted/suspended/withdrawn NoBo EC Certificate, NoBo QMS Approval and NoBo ISV will need to pass an ERA validation first in order to become available to the public, which will only be allowed to read existing NoBo EC Certificate, NoBo QMS Approval and NoBo ISV that have been validated by ERA.

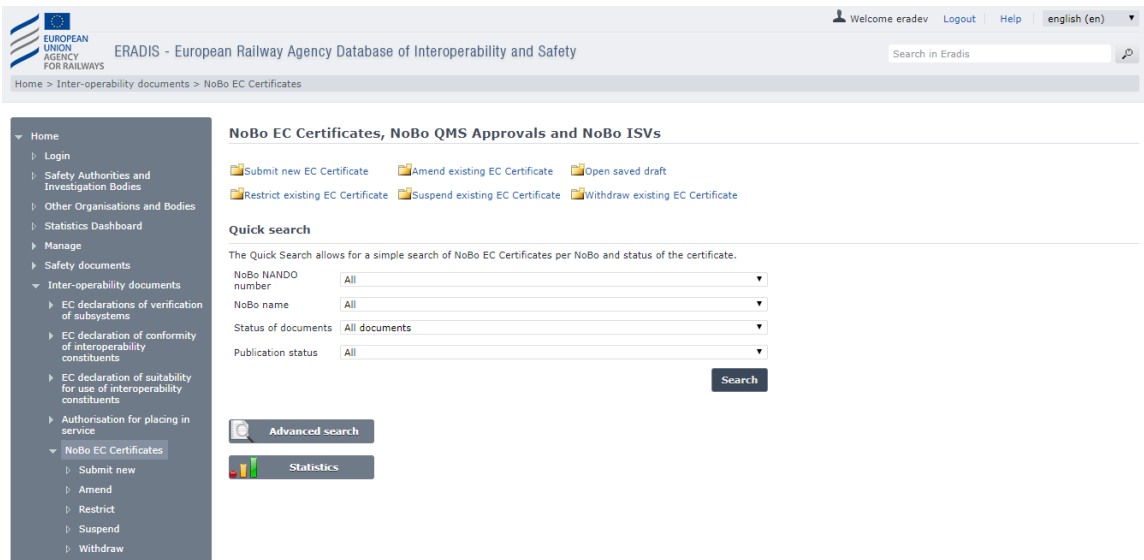
8.1 Authorised users

8.1.1 NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs main page

The following screenshot displays the NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs main page for the following users:

- Any ERA user for which the Interoperability Administrator role is granted
- Any ERA-EXT user for which the Notified Bodies EC Certificates role is granted. Among these users, only those who belong to the same organisation as the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV issuer have the authority to

amend/restrict/suspend/withdraw an existing NoBo EC Certificate, NoBo QMS Approval and NoBo ISV.



The screenshot displays the ERADIS web application interface. At the top, there is a header with the European Union Agency for Railways logo, the text 'ERADIS - European Railway Agency Database of Interoperability and Safety', and user information including 'Welcome eradev', 'Logout', 'Help', and a language dropdown set to 'english (en)'. A search bar is located on the right side of the header.

The main content area is titled 'NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs'. It features a navigation menu on the left with options like 'Home', 'Login', 'Safety Authorities and Investigation Bodies', 'Other Organisations and Bodies', 'Statistics Dashboard', 'Manage', 'Safety documents', 'Inter-operability documents', and 'NoBo EC Certificates'. The 'NoBo EC Certificates' menu is expanded, showing sub-options: 'Submit new', 'Amend', 'Restrict', 'Suspend', and 'Withdraw'.

The main content area contains several buttons: 'Submit new EC Certificate', 'Amend existing EC Certificate', 'Open saved draft', 'Restrict existing EC Certificate', 'Suspend existing EC Certificate', and 'Withdraw existing EC Certificate'. Below these is a 'Quick search' section with a description: 'The Quick Search allows for a simple search of NoBo EC Certificates per NoBo and status of the certificate.' It includes four dropdown menus: 'NoBo NANDO number' (set to 'All'), 'NoBo name' (set to 'All'), 'Status of documents' (set to 'All documents'), and 'Publication status' (set to 'All'). A 'Search' button is positioned to the right of these dropdowns.

At the bottom of the main content area, there are two buttons: 'Advanced search' and 'Statistics'.

Figure 41

8.1.2 Searching for a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV

8.1.2.1 Quick search

The quick search allows you to quickly find a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV issued by a certain NoBo and/or in a certain status and/or in a certain publication status.

On the main page (Figure 41) select an issuing NoBo either by NANDO number or name from the available lists. When a selection is made in either one of those fields the other one is automatically set to the corresponding value. In case of an ERA-EXT NoBo user, the NoBo organisation

information is already preselected. Select a status of documents from the available lists and/or a publication status.

Quick search

The Quick Search allows for a simple search of NoBo EC Certificates per NoBo and status of the certificate.

NoBo NANDO number



NoBo name

Status of documents

Publication status

Press the button: a list will be displayed.



NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs search results

  Items per page

NoBo Country	NoBo Name	Certificate number	Certificate type	Applicant Name	Manufacturer Name	Date of issue	Valid until	Status	Validity
Austria	Bahn Consult TEN Bewertungsges.m.b.H.	991	EC Type Examination Certificate	test create applicant and manu org Kostas	test create manufacturer org	13/09/2018	25/07/2019	Restricted	Valid
Germany	EISENBAHN-CERT (EBC) Benannte Stelle Interoperabilität beim Eisenbahn-Bundesamt	199	EC Certificate of Conformity	test create applicant org	test create applicant and manu org Kostas	01/09/2018	30/11/2018	Withdrawn	Valid
	EISENBAHN-CERT (EBC) Benannte Stelle Interoperabilität beim Eisenbahn-Bundesamt	997	EC Type Examination Certificate	test create applicant and manu org Kostas	test create manufacturer org	13/09/2018	25/07/2019	Restricted	Valid
Greece	Nobo Test Org	100	EC Design Examination Certificate	test NoBo applicant	test NoBo manu	03/09/2018	18/05/2019	Withdrawn	Valid
	Nobo Test Org	1234/ABC	EC Certificate of Verification	test create applicant and manu org Kostas	test create applicant and manu org Kostas	04/09/2018	-	New	-
	Nobo Test Org	cert/num/3	Intermediate Statement of Verification – EC Type Examination	test create applicant org	test create applicant org	12/09/2018	-	Suspended	-
Italy	BUREAU VERITAS SCIRO S.P.A.	-	EC Certificate of Conformity	test create applicant org	test NoBo manu	06/09/2018	-	Refused	-
	Italcertifier S.p.A.	3 Ilias Test 123 Certificate Number	EC Certificate of Verification	test create applicant and manu org Kostas	3 Ilias Test 123 Manufacturer Name	01/01/2019	-	New	-


Figure 42

The search results are grouped in pages:

- To go to a specific page, click on the page number (1 2 3 4) at the bottom of the list
- To move to the next/previous page, click on the / link at the bottom of the page
- To display more/less items per page, chose the number of items in the Items per page list at top of the list
- To print the list, click on the  [Print](#) link at the top of the list
- To export the list into an Excel file, click on the  [Export to Excel](#) link at the top of the list
- To sort the list, click on the field header you want to sort by: sorting is done *per group*, where a group is defined by the NoBo country.
- To view a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV, click on the “Certificate type” field of the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV you want to view

8.1.2.2 Advanced search

The advanced search allows you to find a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV satisfying multiple criteria.

On the main page (Figure 41), click on the  button: a page like the following will be displayed.

NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs Advanced Search

Certificate

Certificate number

Notification of certificate

Certificate type

Object of Assessment

Interoperability Constituents

Subsystem

NOBO

NoBo Name

NoBo NANDO number

Applicant

Applicant Country



Applicant Name

Manufacturer



Manufacturer Country

Manufacturer Name

Validity

Valid from  Valid until 

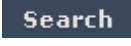
Date of issue

Date of issue from  Date of issue to 

General

Free text search

Figure 43


Fill in the search criteria and click on the  button: a list will be displayed as shown in Figure 42.

The “Certificate number” field accepts wildcard search and will also return all NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs with certificate number starting with the given criteria.

The “Free text search” will search all attributes of the NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs that have a free text input.

8.1.3 Submitting a new NoBo EC Certificate, NoBo QMS Approval and NoBo ISV

This feature allows the submission of new NoBo EC Certificate, NoBo QMS Approval and NoBo ISV. NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs can be submitted either by NoBos themselves or ERA Interoperability users.

On the main page (Figure 41), click on the  [Submit new EC Certificate](#) link: the following page will be displayed

[Export to PDF form](#) | [Print](#)

Submit a new NoBo EC Certificate

Note :
- For the fields marked by an asterisk, information is mandatory

Notification of certificate * Issued

General information

Certificate type * Please select...

Certificate number *

Directives
 1999/5/EC
 2001/16/EC
 2004/108/EC
 2004/50/EC
 2008/57/EC
2008/57/EC - 2008/57/EC

Module(s) Applied *

Object of Assessment

Interoperability Constituents Please select...

Subsystem Please select...

Unique Serial Number

Applicant

Applicant Country Please select...

Applicant * Please select...

Applicant Name

Applicant National Registration No

Applicant Postal address Applicant Postal code

Manufacturer

Manufacturer Country Please select...

Manufacturer Please select...

Manufacturer Name

Manufacturer National Registration No

Manufacturer Postal address

Manufacturer Postal code

Manufacturer City

Manufacturing location 1 [remove](#)

Manufacturing location Country Please select...

Manufacturing location Please select...

Manufacturing location Name

Manufacturing location National Registration No

Manufacturing location Postal address

Manufacturing location Postal code

Manufacturing location City

[Add manufacturing location](#)

Conditions and Limits of use

TSI(s) (including amendments) used *

Assessment result *

Conditions and Limits of use

Annexes
[Add attachment](#)

Dates

Date of issue*

Valid from Valid until

NoBo

NoBo Country Please select...

NoBo * Please select...

NoBo Name

NoBo NANDO number

NoBo Postal address

NoBo Postal code

NoBo City

NoBo Organisation Code

Supplementary information

[Clear all fields](#) | [Save as draft](#) | [Send to ERA](#) | [Go back to main page](#)

[Print](#)

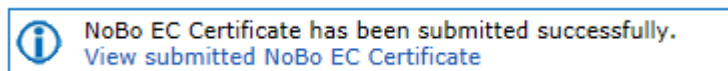
Figure 44

Fill in all the required fields and press the **Send to ERA** button.

If an error occurs (a mandatory field has been left empty, a date format is wrong, etc.), an error message will be displayed, giving details about the error(s):

- Applicant Country is required
- Applicant Organisation is required
- Applicant Name is required

If no error occurs, a confirmation message will be displayed:



You can click on the [View submitted NoBo EC Certificate](#) link to view the newly created NoBo EC Certificate, NoBo QMS Approval and NoBo ISV: the following page will be displayed.

At the successful submission of the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV, a notification message is sent to the issuer.

NoBo EC Certificate details

[Go Back to Search Results](#) | [Export to PDF](#) | [Print](#)

General information

Certificate type	EC Certificate of Verification		
Certificate number	8946/TRF		
Previous Certificate Number			
Directives	2001/16/EC - Interoperability of the trans-European conventional rail system 2004/108/EC - Directive on the approximation of the laws of the Member States relating to electromagnetic compatibility and repealing Directive 89/336/EEC		
Module(s) Applied	some		
Object of Assessment			
Interoperability Constituents			
Subsystem	Control Command and Signalling (trackside)		
Unique Serial Number			

Applicant

Applicant Country	Germany		
Applicant Name	Germany Reference Data from NoBo		
Applicant National Registration No	144		
Applicant Postal address	Address 144	Applicant Postal code	54351
Applicant City	Thessaloniki		

Manufacturer

Manufacturer Country			
Manufacturer Name			
Manufacturer National Registration No			
Manufacturer Postal address		Manufacturer Postal code	
Manufacturer City			

Manufacturing location

No manufacturing locations

Conditions and Limits of use

Assessment result	good
Conditions and Limits of use	

Annexes

No annexes

Dates

Date of issue	18/09/2018
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NoBo

NoBo Country	Denmark		
NoBo Name	DET NORSKE VERITAS, DANMARK A/S		
NoBo NANDO number	NANDO No 7	NoBo Organisation Code	
NoBo Postal address	Tuborg Parkvej 8	NoBo Postal code	2900
NoBo City	HELLERUP		

Supplementary information

--	--

Notification owner details

Last Name	Dijsselbloem
First Name	Anaxagoras
E-Mail	ERA4@intrasoft-intl.com

[Publish](#) [Delete](#) [Modify](#) [Go back to search results](#)

Figure 45


8.1.4 Save a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV as draft

You can save the current page, as laid out on screen, as a draft which can be later retrieved when submitting a new declaration. It is necessary to fill in all the required fields (except the attachment as front page) to save a draft.

To save the current page as a draft, press the **Save as draft** button: the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV is saved but not still submitted to ERA for validation.

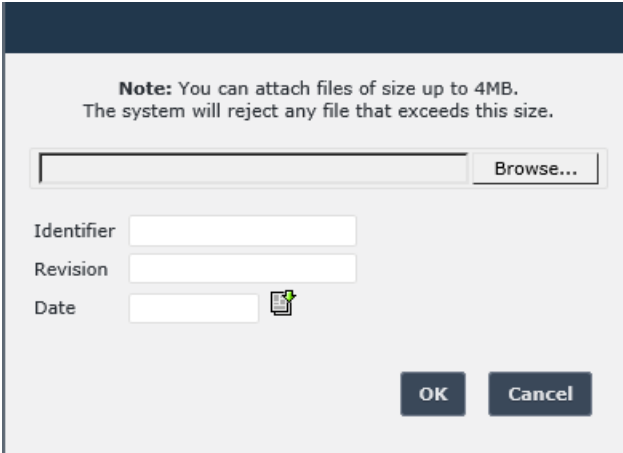
8.1.5 Open a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV saved as draft

The quick search allows you to quickly find a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV saved as draft.

On the main page (Figure 41), click on the  [Open saved draft](#) link: a list of saved drafts will be displayed as shown in Figure 42.

8.1.6 Add attachments


By clicking the [Add attachment](#) link the following window is displayed and electronic attachments can be added to the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV:



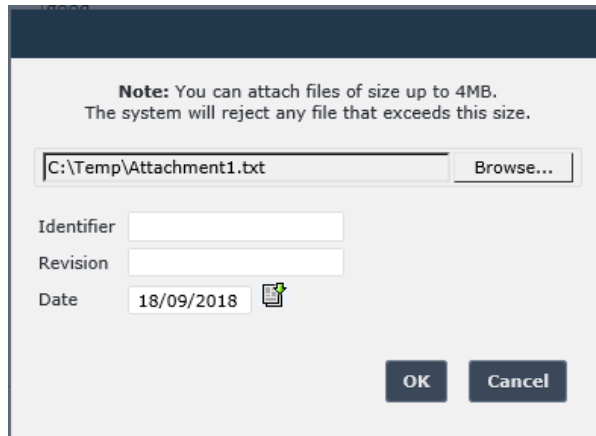
Note: You can attach files of size up to 4MB.
The system will reject any file that exceeds this size.

Identifier

Revision

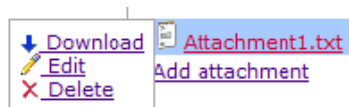
Date 

To add a file, press the **Browse...** button, choose the file to attach and fill in any of the optional information referred to the file.

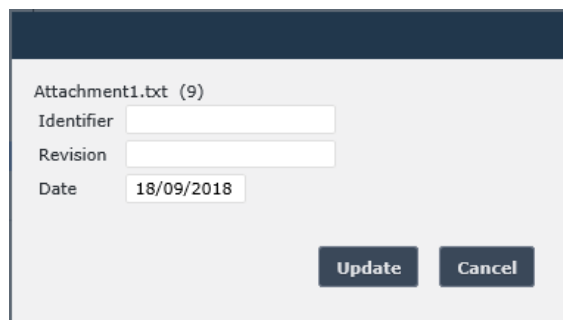


Press the **OK** button in order to close the pop up window.

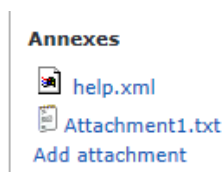
If by mistake the wrong file has been uploaded, it can be removed by clicking on the [X Delete](#) icon next to the file name, as it is shown in the following figure:




By clicking on the [Edit](#) icon next to the file name, the following window opens and the attached document can be edit. When finished press the **Update** button in order to close the displayed window.



By repeating the above steps, any number of attachments can be added. When finished, all the attachments will be listed at the bottom of the page as shown in the following figure:



8.1.7 Print a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV

You can print at any time the information on the screen, by clicking on the  [Print](#) link at the top of the page.


8.1.8 Export to PDF

The feature is only available for a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV that is submitted to ERA or validated by ERA.

You can export the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV from view page (Figure 45), by clicking on the [Export to PDF](#) link at the top of the page.

8.1.9 Export to PDF from

The feature is only available for a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV that is not still submitted to ERA: the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV is either new or saved as draft.

You can export the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV from submit page (Figure 44), by clicking on the  [Export to PDF form](#) link at the top of the page.

You may choose this function in order to send the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV to ERA by email or to keep it for local storage.

8.1.10 Publishing/validating a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV (ERA Interoperability Administrator only)

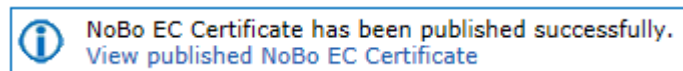
This feature allows the ERA internal users with the Interoperability Administrator role, to validate submitted NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs and make these public on the ERADIS web site.

During the process of validation/publication the ERA users will be able to create new reference data entries for organisations, in case a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV contains new information for the applicant or manufacturer, which was not stored previously within the ERADIS reference data database.

To validate a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV, the ERA interoperability user will search for the unpublished NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs from the quick search in the main page (Figure 41). The search results page (Figure 42) will contain only the submitted NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs for any ERA Interoperability user. The user will then click on the certificate type field of the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV to be validated (Figure 42): a page similar to the one in Figure 45 will be displayed.

To confirm validation, click on the  button.

In case of no errors, a confirmation message will be displayed.



At the successful validation of the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV, a notification message is sent to the submitter of the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV.

The new status of a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV becomes publicly available to non-authorized users of the ERADIS only after it has been validated by the Agency: until then it is visible only to authorized users in the restricted ERADIS environment.

The following picture depicts a validated NoBo EC Certificate, NoBo QMS Approval and NoBo ISV which can be accessed by clicking on the [View published NoBo EC Certificate](#) link.

NoBo EC Certificate details

[Go Back to Search Results](#) | [Export to PDF](#) | [Print](#)

General information

Certificate type	EC Type Examination Certificate		
Certificate number	998		
Previous Certificate Number			
Directives	2001/16/EC - Interoperability of the trans-European conventional rail system 2004/50/EC - Amending Council Directive 96/48/EC on the interoperability of the trans-European high-speed rail system and Directive 2001/16/EC of the European Parliament and of the Council on the interoperability of the		
Module(s) Applied	AppliedModule(s) AppliedModule(s) AppliedModule(s) AppliedModule(s) AppliedModule(s) AppliedModule(s) AppliedModule(s) AppliedModule(s) AppliedModule(s) AppliedModule(s) AppliedModule(s) AppliedModule(s) AppliedModule(s) AppliedModule(s) AppliedModule(s) AppliedModule(s) AppliedModule(s) AppliedModule(s)		
Object of Assessment	Object of AssessmentObject of AssessmentObject of AssessmentObject of AssessmentObject of AssessmentObject of AssessmentObject of AssessmentObject of AssessmentObject of AssessmentObject of AssessmentObject of AssessmentObject of AssessmentObject of AssessmentObject of AssessmentObject of AssessmentObject of AssessmentObject of AssessmentObject of		
Interoperability Constituents	Safety Platform track-side		
Subsystem	Control Command and Signalling (on-board)		
Unique Serial Number			

Applicant

Applicant Country	Greece		
Applicant Name	test create applicant and manu org Kostas		
Applicant National Registration No	2222		
Applicant Postal address	my address 125	Applicant Postal code	45678
Applicant City	Thessaloniki		

Manufacturer

Manufacturer Country	Greece		
Manufacturer Name	test create manufacturer org		
Manufacturer National Registration No	789		
Manufacturer Postal address	some address 78	Manufacturer Postal code	78541
Manufacturer City	Athens		

Manufacturing location

No manufacturing locations

Conditions and Limits of use

Assessment result	12312 31234 24
Conditions and Limits of use	534 5 3456 456 ---

Annexes

File name	Identifier	Revision	Date
SRD.txt	Identifier	Revision	13/09/2018

Dates

Date of issue	13/09/2018
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NoBo

NoBo Country	Austria		
NoBo Name	Bahn Consult TEN Bewertungsges.m.b.H.		
NoBo NANDO number	NANDO No 3	NoBo Organisation Code	
NoBo Postal address	Hadikgasse 60	NoBo Postal code	1140
NoBo City	Wien		

Supplementary information

testing scope

Notification owner details

Last Name	Dijsselbloem
First Name	Anaxagoras
E-Mail	ERA4@intrasoft-intl.com

- [Un-Publish](#)
- [Delete](#)
- [Restrict](#)
- [Suspend](#)
- [Withdraw](#)
- [Amend](#)
- [Go back to search results](#)

Figure 46

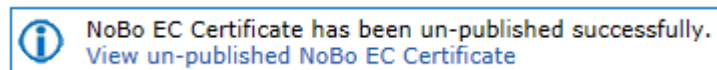
8.1.11 Unpublishing/invalidating a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV (ERA Interoperability Administrator only)

This feature allows the ERA internal users with the Interoperability Administrator role, to unpublish published NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs and make these unavailable to public on the ERADIS web site.

To unpublish a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV, the ERA interoperability user will search for the published NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs from the quick search in the main page (Figure 41). The user will then click on the certificate type field of the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV to be unpublished from the search results page (Figure 42): a page similar to the one in Figure 46 will be displayed.

To confirm un-publication, click on the  button.

In case of no errors, a confirmation message will be displayed.




At the successful un-publication of the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV, a notification message is sent to the submitter of the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV.

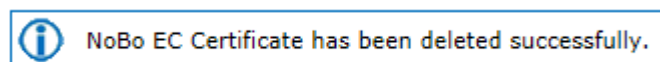
8.1.12 Deleting a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV (ERA Interoperability Administrator only)

This feature allows the ERA internal users with the Interoperability Administrator role, to remove a NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs from the system. A NoBo EC Certificate, NoBo QMS Approval and NoBo ISV can be deleted by an ERA Interoperability user at any time, independently from the document status.

To delete a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV, the ERA interoperability user will search for any NoBo EC Certificate, NoBo QMS Approval and NoBo ISV. Click on the certificate type field of the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV you want to delete and a page similar to the one in Figure 45 will be displayed.

To confirm deletion, click on the  button.


In case of no errors, a confirmation message will be displayed.



8.1.13 Amending a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV

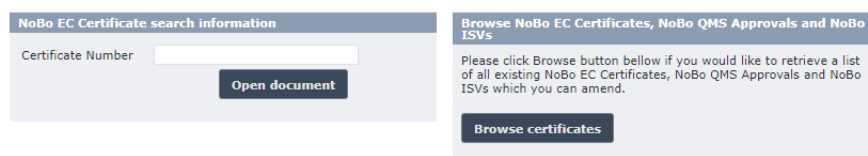
This feature allows user to amend an already issued NoBo EC Certificate, NoBo QMS Approval and NoBo ISV. All users who belong to the same organisation as the NoBo EC Certificate, NoBo QMS

Approval and NoBo ISV issuer, as well as the ERA interoperability users, will be able to amend an existing NoBo EC Certificate, NoBo QMS Approval and NoBo ISV.

To amend a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV, click on the  [Amend existing EC Certificate](#) link on the main page (Figure 41): the following page will be displayed

Amend an existing NoBo EC Certificate, NoBo QMS Approval and NoBo ISV

This page allows you to easily find a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV you would like to amend. You may find a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV by specifying search criteria or by browsing all of the NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs which you can amend.



There are two options to find the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV for amending.

First option is to enter the “Certificate Number” of the issued NoBo EC Certificate, NoBo QMS Approval and NoBo ISV you want to amend and press the **Open document** button: a page similar to the one in Figure 42 will be displayed.

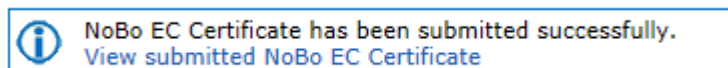
The “Certificate number” field accepts wildcard search and will also return all NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs with certificate number starting with the given criteria.

Second option is to browse available NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs for amendment. Press the **Browse certificates** button: a page similar to the one in Figure 42 will be displayed.

Click on the certificate type field of the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV you want to amend and a page similar to the one in Figure 44 will be displayed.

Update any other relevant fields and press the **Send to ERA** button.

A confirmation message will appear



Alternatively, the user can press the **Save as draft** button to continue the process another time. Unless one of the two buttons, “Send to ERA” or “Save as draft” is pressed, no changes and


no action is recorded by the ERADIS application. The user can also press the **Go back to main page** button to cancel any actions and changes and return to NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs main page (Figure 41).

At the successful submission of the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV, a notification message is sent to the submitter of the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV.

Another way to perform this task is to search for the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV, view its details (Figure 45) and press the **Amend** button.

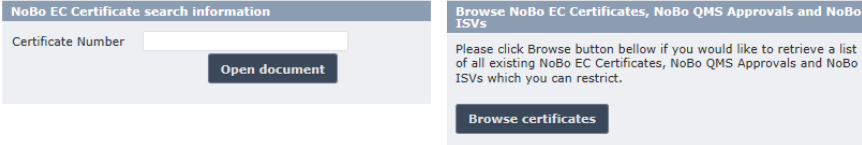
8.1.14 Restricting a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV

This feature allows user to restrict an already issued NoBo EC Certificate, NoBo QMS Approval and NoBo ISV. All users who belong to the same organisation as the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV issuer, as well as the ERA interoperability users, will be able to restrict an existing NoBo EC Certificate, NoBo QMS Approval and NoBo ISV.

To restrict a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV, click on the  **Restrict existing EC Certificate** link on the main page (Figure 41): the following page will be displayed

Restrict an existing NoBo EC Certificate, NoBo QMS Approval and NoBo ISV

This page allows you to easily find a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV you would like to restrict. You may find a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV by specifying search criteria or by browsing all of the NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs which you can restrict.



NoBo EC Certificate search information	Browse NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs
Certificate Number <input type="text"/>	Please click Browse button below if you would like to retrieve a list of all existing NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs which you can restrict.
Open document	Browse certificates

There are two options to find the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV for restriction.

First option is to enter the “Certificate Number” of the issued NoBo EC Certificate, NoBo QMS Approval and NoBo ISV you want to restrict and press the **Open document** button: a page similar to the one in Figure 42 will be displayed.

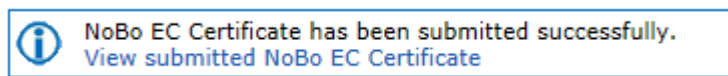
The “Certificate number” field accepts wildcard search and will also return all NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs with certificate number starting with the given criteria.

Second option is to browse available NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs for restriction. Press the **Browse certificates** button: a page similar to the one in Figure 42 will be displayed.

Click on the certificate type field of the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV you want to restrict and a page similar to the one in Figure 44 will be displayed.

Update any relevant fields and press the **Send to ERA** button.

A confirmation message will appear




Alternatively, the user can press the **Save as draft** button to continue the process another time. Unless one of the two buttons, "Send to ERA" or "Save as draft" is pressed, no changes and no action is recorded by the ERADIS application. The user can also press the **Go back to main page** button to cancel any actions and changes and return to NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs main page (Figure 41).

At the successful submission of the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV, a notification message is sent to the submitter of the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV.

Another way to perform this task is to search for the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV, view its details (Figure 45) and press the **Restrict** button.

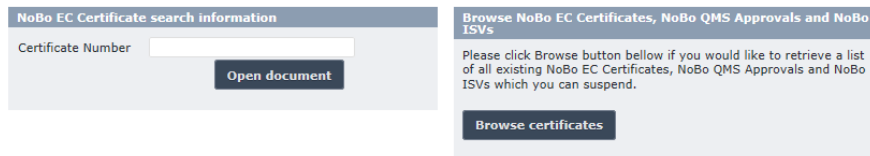
8.1.15 Suspending a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV

This feature allows user to suspend an already issued NoBo EC Certificate, NoBo QMS Approval and NoBo ISV. All users who belong to the same organisation as the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV issuer, as well as the ERA interoperability users, will be able to suspend an existing NoBo EC Certificate, NoBo QMS Approval and NoBo ISV.

To suspend a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV, click on the  **Suspend existing EC Certificate** link on the main page (Figure 41): the following page will be displayed

Suspend an existing NoBo EC Certificate, NoBo QMS Approval and NoBo ISV

This page allows you to easily find a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV you would like to suspend. You may find a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV by specifying search criteria or by browsing all of the NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs which you can suspend.



There are two options to find the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV for suspension.

First option is to enter the “Certificate Number” of the issued NoBo EC Certificate, NoBo QMS Approval and NoBo ISV you want to suspend and press the **Open document** button: a page similar to the one in Figure 42 will be displayed.

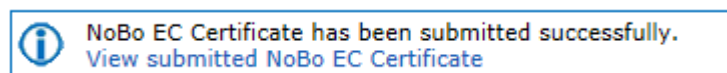
The “Certificate number” field accepts wildcard search and will also return all NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs with certificate number starting with the given criteria.

Second option is to browse available NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs for suspension. Press the **Browse certificates** button: a page similar to the one in Figure 42 will be displayed.

Click on the certificate type field of the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV you want to suspend and a page similar to the one in Figure 44 will be displayed.

Fill in the reasons for suspension, update any relevant fields and press the **Send to ERA** button.

A confirmation message will appear




Alternatively, the user can press the **Save as draft** button to continue the process another time. Unless one of the two buttons, “Send to ERA” or “Save as draft” is pressed, no changes and no action is recorded by the ERADIS application. The user can also press the **Go back to main page** button to cancel any actions and changes and return to NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs main page (Figure 41).

At the successful submission of the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV, a notification message is sent to the submitter of the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV.

Another way to perform this task is to search for the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV, view its details (Figure 45) and press the **Suspend** button.

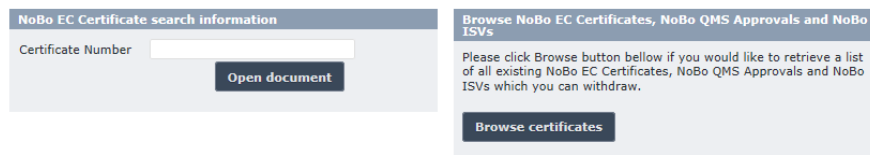
8.1.16 Withdrawing a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV

This feature allows user to withdraw an already issued NoBo EC Certificate, NoBo QMS Approval and NoBo ISV. All users who belong to the same organisation as the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV issuer, as well as the ERA interoperability users, will be able to withdraw an existing NoBo EC Certificate, NoBo QMS Approval and NoBo ISV.

To withdraw a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV, click on the  **Withdraw existing EC Certificate** link on the main page (Figure 41): the following page will be displayed

Withdraw an existing NoBo EC Certificate, NoBo QMS Approval and NoBo ISV

This page allows you to easily find a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV you would like to withdraw. You may find a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV by specifying search criteria or by browsing all of the NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs which you can withdraw.



The screenshot shows a web interface with two main sections. The left section is titled 'NoBo EC Certificate search information' and contains a text input field for 'Certificate Number' and an 'Open document' button. The right section is titled 'Browse NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs' and contains a paragraph of instructions: 'Please click Browse button below if you would like to retrieve a list of all existing NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs which you can withdraw.' Below this text is a 'Browse certificates' button.

There are two options to find the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV for withdrawal.

First option is to enter the “Certificate Number” of the issued NoBo EC Certificate, NoBo QMS Approval and NoBo ISV you want to withdraw and press the **Open document** button: a page similar to the one in Figure 42 will be displayed.

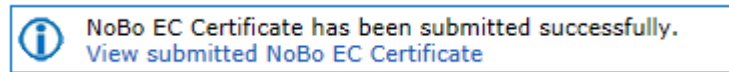
The “Certificate number” field accepts wildcard search and will also return all NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs with certificate number starting with the given criteria.

Second option is to browse available NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs for withdrawal. Press the **Browse certificates** button: a page similar to the one in Figure 42 will be displayed.

Click on the certificate type field of the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV you want to withdraw and a page similar to the one in Figure 44 will be displayed.

Fill in the reasons for withdrawal, update any relevant fields and press the **Send to ERA** button.

A confirmation message will appear



Alternatively, the user can press the **Save as draft** button to continue the process another time. Unless one of the two buttons, “Send to ERA” or “Save as draft” is pressed, no changes and no action is recorded by the ERADIS application. The user can also press the **Go back to main page** button to cancel any actions and changes and return to NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs main page (Figure 41).

At the successful submission of the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV, a notification message is sent to the submitter of the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV.

Another way to perform this task is to search for the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV, view its details (Figure 45) and press the **Withdraw** button.

8.2 Anonymous or non-authorized users

8.2.1 NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs main page

The following screenshot displays the NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs main page for the following users:

- Anonymous: user not logged to the application
- Any ERA user for which the Interoperability Administrator role is not granted
- Any ERA-EXT user for which the Notified Bodies EC Certificates role is not granted

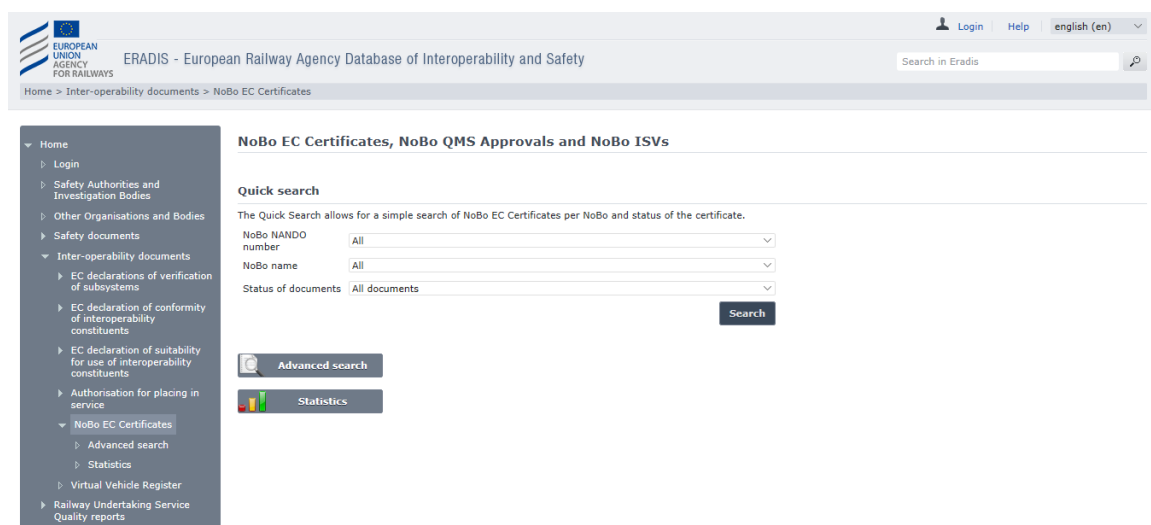


Figure 47

8.2.2 Searching for a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV



8.2.2.1 Quick search

The quick search allows you to quickly find a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV issued by a certain NoBo and/or a certain status.

On the main page (Figure 47), select an issuing NoBo and/or a status from the available lists.

Press the  button: a list will be displayed.



NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs search results

  Items per page

NoBo Country	NoBo Name	Certificate number	Certificate type	Applicant Name	Manufacturer Name	Date of issue	Valid until	Status	Validity
Austria	Bahn Consult TEN Bewertungsges.m.b.H.	998	EC Type Examination Certificate	test create applicant and manu org Kostas	test create manufacturer org	13/09/2018	25/07/2019	Suspended	Valid
	Bahn Consult TEN Bewertungsges.m.b.H.	999	EC Type Examination Certificate	test create applicant and manu org Kostas	test create manufacturer org	13/09/2018	25/07/2019	Suspended	Valid
	Bahn Consult TEN Bewertungsges.m.b.H.	989	EC Type Examination Certificate	test create applicant and manu org Kostas	test create manufacturer org	13/09/2018	25/07/2019	Withdrawn	Valid
	Bahn Consult TEN Bewertungsges.m.b.H.	991	EC Type Examination Certificate	test create applicant and manu org Kostas	test create manufacturer org	13/09/2018	25/07/2019	Restricted	Valid
Denmark	DET NORSKE VERITAS, DANMARK A/S	Ilias Test 123 Certificate number	EC Certificate of Verification	Ilias Test 123 Applicant Name	Ilias Test 123 Applicant Name	01/01/2019	-	Withdrawn	-
	DET NORSKE VERITAS, DANMARK A/S	1002	EC Certificate of Verification	Ilias Test 123 Applicant Name	Ilias Test 123 Applicant Name	01/01/2019	-	Amended	-

Figure 48

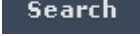
The search results are grouped in pages:

- To **go to a specific page**, click on the page number (**1 2 3 4**) at the bottom of the list
- To **move to the next/previous page**, click on the **Next>** / **<Previous** link at the bottom of the page
- To **display more/less items per page**, chose the number of items in the Items per page list at top of the list
- To **print the list**, click on the  **Print** link at the top of the list
- To **export the list** into an Excel file, click on the  **Export to Excel** link at the top of the list
- To **sort the list**, click on the field header you want to sort by: sorting is done *per group*, where a group is defined by the NoBo country
- To **view a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV**, click on the “Certificate type” field of the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV you want to view

NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs Advanced Search

Certificate					
Certificate number	<input type="text"/>				
Notification of certificate	All	▼			
Certificate type	All	▼			
Object of Assessment	<input type="text"/>				
Interoperability Constituents	All	▼			
Subsystem	All	▼			
NOBO					
NoBo Name	All	▼			
NoBo NANDO number	All	▼			
Applicant					
Applicant Country	All	▼			
Applicant Name	All	▼			
Manufacturer					
Manufacturer Country	All	▼			
Manufacturer Name	All	▼			
Validity					
Valid from	<input type="text"/>		Valid until	<input type="text"/>	
Date of issue					
Date of issue from	<input type="text"/>		Date of issue to	<input type="text"/>	
General					
Free text search	<input type="text"/>				
<input type="button" value="Search"/>	<input type="button" value="Reset"/>				


Figure 50

Fill in the search criteria and click on the  button: a list will be displayed as shown in Figure 48.

The “Certificate number” field accepts wildcard search and will also return all NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs with certificate number starting with the given criteria.

The “Free text search” will search all attributes of the NoBo EC Certificates, NoBo QMS Approvals and NoBo ISVs that have a free text input.

8.2.3 Print a NoBo EC Certificate, NoBo QMS Approval and NoBo ISV

You can print at any time the information on the screen, by clicking on the  [Print](#) link at the top of the page.

8.2.4 Export to PDF

You can export the NoBo EC Certificate, NoBo QMS Approval and NoBo ISV from view page (Figure 49), by clicking on the [Export to PDF](#) link at the top of the page.

9 Railway Undertakings Service Quality reports

User Category	User Role	Allowed Actions
ERA Interoperability Administrator		Search for Railway Undertaking Service quality report Submit new Railway Undertaking Service quality report Modify existing Railway Undertaking Service quality report Validate, invalidate, delete Railway Undertaking Service quality report List for Notifications
ERA-EXT Railway Undertaking Service Quality reports		Search for Railway Undertaking Service quality report Submit new Railway Undertaking Service quality report Modify existing Railway Undertaking Service quality report
Anonymous Non-Authorised User		Search for Railway Undertaking Service quality report

Each submitted/modified Railway Undertakings Service Quality report will need to pass an ERA validation first in order to become available to the public, which will only be allowed to read existing Railway Undertakings Service Quality reports that have been validated by ERA.

9.1 Authorised users

9.1.1 Railway Undertaking Service Quality Reports main page

The following screenshot displays the Railway Undertakings Service Quality reports main page for the following users:

- Any ERA user to whom the Interoperability role is granted
- Any ERA-EXT user to whom the Railway Undertaking Service Quality reports role is granted. Among these users, only those who belong to the same “SQP Reports” organisation as the user who created the report have the authority to modify.

The screenshot shows the ERADIS web application interface. At the top, there is a header with the ERADIS logo and the text "ERADIS - European Railway Agency Database of Interoperability and Safety". A search bar is located in the top right corner. Below the header, there is a navigation menu on the left side with options like Home, Login, Safety Authorities and Investigation Bodies, Other Organisations and Bodies, Statistics Dashboard, Manage, Users, Electronic questionnaires, Translations, Notifications, Reference Data, Messages, Search result lists, Audit Trail Logs, Audit Trail Logs Parameters, and Safety documents. The main content area displays the title "Railway undertakings service quality reports according to EC Regulation 1371/2007 Art. 28" and a brief introduction. Below the introduction, there is a "Quick Search" section with three dropdown menus: "Reporting country" (set to "Any Country"), "Reporting Year" (set to "Any year"), and "Status of reports" (set to "All"). A "Search" button is located at the bottom of the search section.

Figure 51

9.1.2 Searching for a report

9.1.2.1 Quick search

The quick search allows you to quickly find a Railway Undertaking Service Quality report issued by a certain country and/or in a certain year and/or containing a certain term and/or in a certain report status.

On the main page (Figure 51), select a reporting country and/or a reporting year and/or a report status from the lists. In addition, you may fill in the desired term in the respective text field.

Quick Search

Reporting country

Reporting Year

Search for

Status of reports

Press the button: a list will be displayed.

Railway Undertaking Service Quality reports search results

[Print](#) [Export to Excel](#) Items per page

Reporting Country	Reporting year	Organisation Name	Reports	Validated
Belgium	2010	RU BE eradisuser1	Report(EN) Note	Yes
	2011	RU BE eradisuser1	Report(EN) Note	No
	2012	RU BE eradisuser1	Report(EN)	Yes
Greece	2012	SQP report Organisation	Report(EL) Note	No
Italy	2010	RU SQR Italy 2	Report(EN) Note	No
	2010	RU SQR test org	Report(EN)	No
	2010	RU_SQR	Report(EN)	Yes
	2011	Completely Different Name 2	Report(EN) Note	Yes
	2012	RU SQR Italy 2	Report(FR) Note	Yes
	2013	RU_SQR	Report(FR)	Yes

1 2 Next>


Total 12 item(s) found.

[Go back to Quick Search](#)

Figure 52

The search results are grouped in pages:

- To go to a specific page, click on the page number (1 2 3 4) at the bottom of the list.
- To move to the next/previous page, click on the [Next>](#) / [<Previous](#) link at the bottom of the page.
- To display more/less items per page, chose the number of items in the Items per page dropdown at top of the list.
- To print the list, click on the [Print](#) link at the top of the list.

- To **export the list** into an Excel file, click on the  [Export to Excel](#) link at the top of the list.
- To **sort the list**, click on the field header you want to sort by: sorting is done *per group*, where a group is defined first by the country.
- To **view a Railway Undertaking Service Quality report**, click on the “Report” link (under the “Reports” column) for the report you want to view.

[Go Back to Search Results](#)

View Railway Undertaking Service Quality reports

Note:
*Required information for the Railway Undertaking Service Quality report

Railway Undertaking Service Quality reports


Country: Greece Reporting Year: 2012

Name: SQP report Organisation

Registration number: 56457647675

VAT Number: 53425435434

Attachments

Greek  [restrictions.pdf](#)

Note

first submission

Submitted by

Last Name: user 20
 First Name: eradis
 Email: user20@eradis.eurodyn.com
 Business Phone: 65465465
 Company/Organisation: European Railway Agency
 Address: street 20
 Country: France


[Modify](#)
[Go to Validation task](#)
[Delete](#)

Figure 53

- To **open an attached Railway Undertaking Service Quality report electronic file**, click on the language code link next to the “Report” text (under the “Reports” column) for the file you want to open.
- To **view a Railway Undertaking Service Quality report note**, click on the “Note” link (under the “Reports” column) for the note you want to view. When no note has been specified for the report, the link "Notes" is invisible.

9.1.3 Submitting a new Railway Undertaking Service Quality report

This feature allows Railway Undertaking Service Quality reports to be submitted to the ERADIS system.

On the main page (Figure 51), click on the  [Submit Railway Undertaking Service Quality report](#) link: the following page will be displayed.

Submit Railway Undertaking Service Quality report [Go Back to Search Results](#)

Note:
*Required information for the Railway Undertaking Service Quality report

Railway Undertaking Service Quality reports

Country* Reporting Year*

Select Existing Railway Undertaking Service Quality reports Organisation*

Name*

Registration number**

VAT Number**

Attachments*

Note

Figure 54

All fields mark with one star “*” are mandatory for the successful Railway Undertaking Service Quality report creation.

Fill in all the required fields and press the **Send to ERA** button.

If an error occurs (a mandatory field has been left empty, etc.), an error message will be displayed, giving details about the error(s):

- Country is required
- Reporting year is required
- Organisation is required
- Name is required
- Registration number is required

If no error occurs, a confirmation message will be displayed:



You can click on the “View created Railway Undertaking Service Quality report” link to view the newly created Railway Undertaking Service Quality report.

At the successful submission of the Railway Undertaking Service Quality report, a notification message is sent to the “Service Quality Performance Report” Administrators and to the users who belong to the “SQP Reports” organisation of the user who created the Railway Undertaking Service Quality report.

9.1.4 Modifying a Railway Undertaking Service Quality report

This feature allows the modification of existing Railway Undertaking Service Quality reports that have not yet been validated.

To modify a Railway Undertaking Service Quality report, search for the non-validated Railway Undertaking Service Quality reports (select “Not Validated” as status) and display its properties by clicking on the “Report” link under the “Reports” column (Figure 52): a page similar to the one in Figure 53 will be displayed.

Click on the **Modify** button: the following page will be displayed.

Modify Railway Undertaking Service Quality report [Go Back to Search Results](#)

Note:
*Required information for the Railway Undertaking Service Quality report

Railway Undertaking Service Quality reports

Country* Greece Reporting Year* 2012

Select Existing Railway Undertaking Service Quality reports Organisation* SQP report Organisation

Name* SQP report Organisation

Registration number** 56457647675

VAT Number** 53425435434

Attachments*

Greek restrictions.pdf X

Please select language... Add attachment

Please select language... Add attachment

Note

first submission

Save changes Undo changes

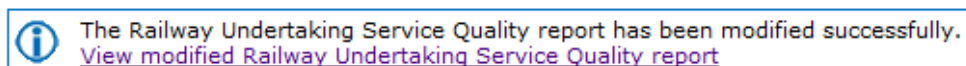
Figure 55

Update any desired field and press the **Save changes** button.

If an error occurs (a mandatory field has been left empty, etc.), an error message will be displayed, giving details about the error(s):

- Reporting year is required

If no error occurs, a confirmation message will be displayed:



You can click on the [View modified Railway Undertaking Service Quality report](#) link to view the modified Railway Undertaking Service Quality report.

At the successful modification of the Railway Undertaking Service Quality report, a notification message is sent to the “Service Quality Performance Report” Administrators and to the users who

belong to the “Railway Undertaking Service Quality Reports” organisation of the user who created the Railway Undertaking Service Quality report.

9.1.5 Validating a Railway Undertaking Service Quality report (ERA Interoperability Administrator only)

This feature allows the ERA internal users with the Interoperability Administrator role to validate the submitted Railway Undertaking Service Quality reports and make them publicly available on the ERADIS web site.

During the validation process, the ERA users will be able to create new reference data entries in case that a Railway Undertaking Service Quality report will contain new information on the “RU SQP reports” organisation which was not stored previously within the ERADIS reference data database. Moreover, if a new “RU SQP reports” organisation will be created at this point, then a Railway Undertaking with the same name will be created in case it does not already exist.

In addition, the ERA users will be able to update existing reference data entries in case that a Railway Undertaking Service Quality report will contain information on the “RU SQP reports” organisation which is inconsistent with information previously stored within the ERADIS reference data database. Furthermore, if a “RU SQP” reports organisation will be updated at this point, then a Railway Undertaking with the same name will be updated if it already exists.

To validate a Railway Undertaking Service Quality report, search for the non-validated Railway Undertaking Service Quality reports (select “Not Validated” as status) and display its properties by clicking on the “Report” link under the “Reports” column (Figure 52): a page similar to the one in Figure 53 will be displayed.

Click on the **Go to Validation task** button: the following page will be displayed.

Validate Railway Undertaking Service Quality report [Go Back to Search Results](#)

Note:
*Required information for the Railway Undertaking Service Quality report

Railway Undertaking Service Quality reports

Country* Reporting Year*

Select Existing Railway Undertaking Service Quality reports Organisation*

Name*

Registration number**

VAT Number**

Attachments*

[Test.txt](#)

Please select language... [Add attachment](#)

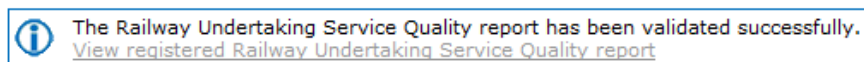
Please select language... [Add attachment](#)

Note

Figure 56

Verify the displayed information and click on the **Validate** button.

A confirmation message will be displayed in case of no errors.



You can click on the [View registered Railway Undertaking Service Quality report](#) link to view the validated Railway Undertaking Service Quality report: the following page will be displayed

View Railway Undertaking Service Quality reports [Go Back to Search Results](#)

Note:
*Required information for the Railway Undertaking Service Quality report

Railway Undertaking Service Quality reports

Country **Reporting Year**

Name

Registration number

VAT Number

Attachments

Note

Submitted by

Last Name	user 20
First Name	eradis
Email	user20@eradis.eurodyn.com
Business Phone	65465465
Company/Organisation	European Railway Agency
Address	street 20
Country	France

Invalidate

Figure 57

At the successful registration of the Railway Undertaking Service Quality report, a confirmation message is sent to the “Service Quality Performance Report” Administrators and to the users who belong to the “Railway Undertaking Service Quality Reports” organisation of the user who created the Railway Undertaking Service Quality report.


The new status of a Railway Undertaking Service Quality report becomes publicly available only after it has been validated by the Agency: until then it is visible only to authorised users in the restricted ERADIS environment.

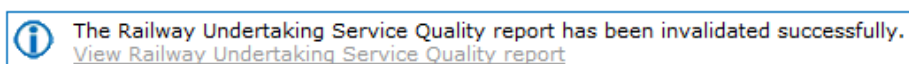
9.1.6 Invalidating a Railway Undertaking Service Quality report (ERA Interoperability Administrator only)

If the ERA personnel or the user discover that there is an error in the data in the Railway Undertaking Service Quality report after it has been validated, this function allows the ERA Interoperability Administrator to invalidate the Railway Undertaking Service Quality report in

order to allow changes by users. Once invalidated, the Railway Undertaking Service Quality report in the ERADIS will not be accessible to the non-authorized users until it is re-validated.

To invalidate a Railway Undertaking Service Quality report, search for the validated Railway Undertaking Service Quality reports (select “Validated” as status) and display its properties by clicking on the “Report” link under the “Reports” column (Figure 52): a page like the one in Figure 57 will be displayed.

Press the  button. A confirmation message will be displayed in case of no errors.



You can click on the [View Railway Undertaking Service Quality report](#) link to view the invalidated Railway Undertaking Service Quality report. The page of Figure 53 will be displayed.

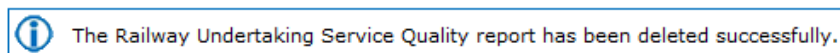
At the successful invalidation of the Railway Undertaking Service Quality report, a confirmation message is sent to the “Service Quality Performance Report” Administrators and to the users who belong to the referenced “Railway Undertaking Service Quality Reports” organisation. If no user is associated, the organization email address is notified. If no email address is associated to the organization, an error is reported to ERADIS Admin and ERADIS provides a warning message in a pop up window.

9.1.7 Deleting a Railway Undertaking Service Quality report (ERA Interoperability Administrator only)

To delete a Railway Undertaking Service Quality report, search for the non-validated Railway Undertaking Service Quality reports (select “Not Validated” as status) and display its properties by clicking on the “Report” link under the “Reports” column (Figure 52): a page similar to the one in Figure 53 will be displayed.

Press the  button: a confirmation message will appear

If confirmed, the below message will appear on the top of the page:



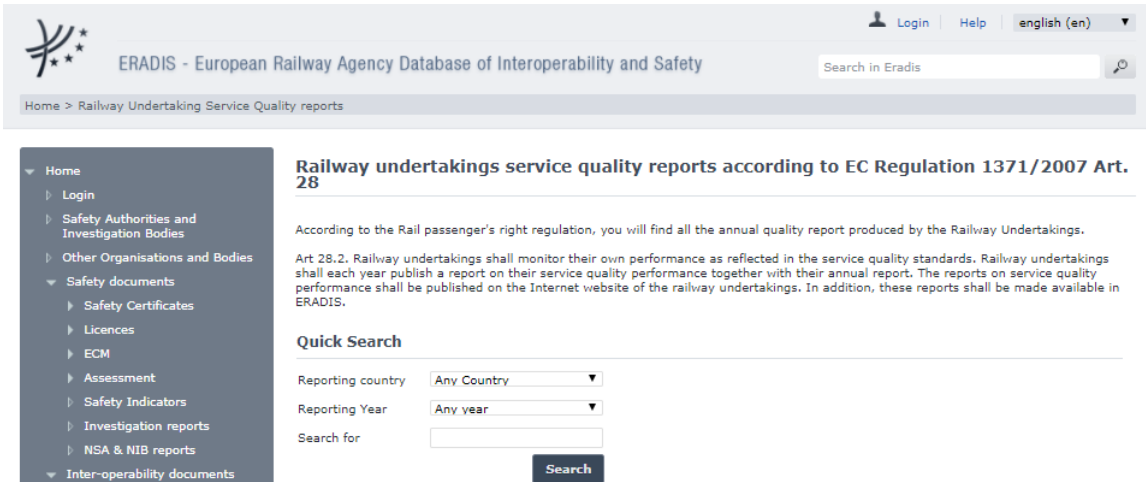
At the successful deletion of the Railway Undertaking Service Quality report, a confirmation message is sent to the “Service Quality Performance Report” Administrators.

9.2 Anonymous or non-authorized users

9.2.1 Railway Undertaking Service Quality reports main page

The following screenshot displays the Railway Undertakings Service Quality reports main page for the following users:

- Anonymous: user not logged to the application
- Any ERA user for which the Interoperability role is not granted
- Any ERA-EXT user for which the Railway Undertaking Service Quality reports role is not granted



The screenshot shows the ERADIS website interface. At the top, there is a header with the ERADIS logo and the text "ERADIS - European Railway Agency Database of Interoperability and Safety". To the right of the header are links for "Login", "Help", and a language dropdown menu set to "english (en)". Below the header is a search bar labeled "Search in Eradis". A breadcrumb trail indicates the current page is "Home > Railway Undertaking Service Quality reports".

The main content area is titled "Railway undertakings service quality reports according to EC Regulation 1371/2007 Art. 28". Below the title, there is a paragraph of text explaining that according to the Rail passenger's right regulation, all annual quality reports produced by the Railway Undertakings are available. It also mentions that Art 28.2 requires railway undertakings to monitor their performance and publish reports on service quality performance together with their annual report, which are then published on the Internet website of the railway undertakings and made available in ERADIS.

Below the text is a "Quick Search" section. It contains three input fields: "Reporting country" with a dropdown menu set to "Any Country", "Reporting Year" with a dropdown menu set to "Any year", and "Search for" with a text input field. A "Search" button is located below these fields.

Figure 58

9.2.2 Searching for a report

9.2.2.1 Quick search

The quick search allows you to quickly find a Railway Undertaking Service Quality report issued by a certain country and/or in a certain year and/or containing a certain term.

On the main page (Figure 58), select a reporting country and/or a reporting year from the dropdowns. In addition, you may fill in the desired term in the respective text field.

Quick Search

Reporting country

Any Country ▼

Reporting Year



Any year ▼

Search for

Search

And press the  button: a list will be displayed.

Railway Undertaking Service Quality reports search results

  Items per page 15 ▼



Reporting Country	Reporting year	Organisation Name	Reports
Belgium	2010	RU BE eradisuser1	Report(EN) Note
	2012	RU BE eradisuser1	Report(EN)
Greece	2012	SQP report Organisation	Report(EN,EL) Note
Italy	2010	RU_SQR	Report(EN)
	2011	Completely Different Name 2	Report(EN) Note
	2012	RU_SQR Italy 2	Report(FR) Note
	2013	RU_SQR	Report(FR)
	2013	RU_SQR Italy 2	Report(EN) Note
	2014	Completely Different Name 3	Report(EN)

Total 9 item(s) found.

[Go back to Quick Search](#)

Figure 59

The search results are grouped into pages:

- To **go to a specific page**, click on the page number (**1 2 3 4**) at the bottom of the list.
- To **move to the next/previous page**, click on the **Next>** / **<Previous** link at the bottom of the page.
- To **display more/less items per page**, choose the number of items in the Items per page **10** ▼ dropdown at top of the list.
- To **print the list**, click on the  **Print** link at the top of the list.
- To **export the list** into an Excel file, click on the  **Export to Excel** link at the top of the list.
- To **sort the list**, click on the field header you want to sort by: sorting is done *per group*, where a group is defined first by the country.
- To **view a Railway Undertaking Service Quality report**, click on the “Report” link (under the “Reports” column) for the report you want to view.

- To **open an attached** Railway Undertaking Service Quality **report electronic file**, click on the language code link next to the “Report” text (under the “Reports” column) for the file you want to open.
- To **view a** Railway Undertaking Service Quality **report note**, click on the “Note” link (under the “Reports” column) for the note you want to view.

[Go Back to Search Results](#)

View Railway Undertaking Service Quality reports

Note:
*Required information for the Railway Undertaking Service Quality report

Railway Undertaking Service Quality reports

Country **Reporting Year**

Name

Registration number

VAT Number

Attachments

English

Greek

Note

Figure 60

9.3 Lists for notifications

This implementation is accessible only by ERA staff with “Interoperability User” role and aims at improving the Service Quality Performance reports in order to search specific list of Railway Undertakings:

- Invitation to submit a Railway Undertaking Service Quality Report
- Reminder to submit a Railway Undertaking Service Quality Report for the reporting year

Welcome eradev | Logout | Help | english (en) ▼

ERADIS - European Railway Agency Database of Interoperability and Safety

Search in Eradis

Home > Railway Undertaking Service Quality reports > List for notifications

- Home
- Login
- Safety Authorities and Investigation Bodies
- Other Organisations and Bodies
- Statistics Dashboard
- Manage
 - Users
 - Electronic questionnaires
 - Translations
 - Notifications

List for notifications

Description about list for notifications page


Notifications Search

Type

Reporting Year

Figure 61

9.3.1 Invitation list of Organisations to submit a Railway Undertaking Service Quality report

The Interoperability User selects the “Invitation to submit a Railway Undertaking Service Quality report” option, provides the value of the “Reporting Year” and clicks on the  button (Figure 62)

Notifications Search

Type

Reporting Year

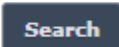



Figure 62

The report results are displayed in the following table:

Invitation list of Organisations to submit a Railway Undertaking Service Quality report

  Items per page

Country	Organisation	Acronym	First Name	Last Name	Username	Email	Reporting Year	Registration Number	Vat Number	Passenger Services Started On
Belgium	RU BE eradisuser1	-	-	-	-	-	2011	12	-	-
Greece	SQP report Organisation	SQPRO	-	-	-	-	2011	56457647675	53425435434	-
Italy	Completely Different Name	-	ToBeAdded	EradisUser	ERADISTEST	EradisUser@ERA.int.eu	2011	0000000000	0000000000	-
	Completely Different Name 3	-	-	-	-	-	2011	0000000003	0000000003	-
	RU SQR test org	-	-	-	-	-	2011	-	-	16/07/2010
	RU SQR test org 2	-	-	-	-	-	2011	-	-	26/07/2011




Total 6 item(s) found.

 [Go back to List for notifications](#)



Figure 63

The report results are grouped in pages:

- To **go to a specific page**, click on the page number (**1 2 3 4**) at the bottom of the list.
- To **move to the next/previous page**, click on the **Next>** / **<Previous** link at the bottom of the page.
- To **display more/less items per page**, chose the number of items in the Items per page dropdown at top of the list.
- To **print the list**, click on the  [Print](#) link at the top of the list.
- To **export the list** into an Excel file, click on the  [Export to Excel](#) link at the top of the list.
- To **sort the list**, click on the field header you want to sort by: sorting is done *per group*, where a group is defined first by the country.
- To go back to “List for notifications” page click on the  [Go back to List for notifications](#) link

- To **send an email** as invitation to the list of organisations, click on the **Send Email** button. The system will send an automatic email to all users who belong to the reference RU SQP reports active organisations. If no user is associated, the organizations’ email address is notified. If no email address is associated to the organizations and no email could be dispatched, an error is reported to ERADIS Admin and ERADIS provides a warning message in a pop up window.

The report results table contains the following fields:

- Country
- Organisation
- Acronym
- First Name
- Last Name
- Username
- Email

9.3.2 Reminder to submit a Railway Undertaking Service Quality report

The Interoperability User selects the “Reminder to submit a Railway Undertaking Service Quality report for the reporting year” option, provides the value of the “Reporting Year” and clicks on the **Go** button, as shown in the following figure:

List for notifications

Description about list for notifications page

Notifications Search

Type

Reporting Year

Search

Figure 64

The report results are displayed in the following table:

Invitation list of Organisations to submit a Railway Undertaking Service Quality report

[Print](#) [Export to Excel](#) Items per page 15 ▼

Country	Organisation	Acronym	First Name	Last Name	Username	Email
Belgium	RU BE eradisuser1	-	Eradis	user2	eradisuser2	test2@test.com
France	MyECMFr	-	-	-	-	-

Total 2 item(s) found.

[Go back to List for notifications](#)

Figure 65

The report results are grouped in pages:

- To **go to a specific page**, click on the page number (**1 2 3 4**) at the bottom of the list.

- To **move to the next/previous page**, click on the **Next>** / **<Previous** link at the bottom of the page.
- To **display more/less items per page**, chose the number of items in the Items per page dropdown at top of the list.
- To **print the list**, click on the **Print** link at the top of the list.
- To **export the list** into an Excel file, click on the **Export to Excel** link at the top of the list.
- To **sort the list**, click on the field header you want to sort by: sorting is done *per group*, where a group is defined first by the country.
- To go back to “List for notifications” page, click on the **Go back to List for notifications** link
- To **send an email** as reminder to the list of organisations, click on the **Send Email** button. The system will send an automatic email to all users who belong to the reference RU SQP reports active organisations. If no user is associated, the organizations’ email address is notified. If no email address is associated to the organizations and no email could be dispatched, an error is reported to ERADIS Admin and ERADIS provides a warning message in a pop up window.

The report results table contains the following fields:

- Country
- Organisation
- Acronym
- First Name
- Last Name
- Username
- Email

9.4 Statistics for Railway Undertaking Service Quality Reports



Railway Undertaking Service Quality report statistics is available to the user. More specific, for each country and reporting year, the total sum of validated Service Quality Performance reports is displayed.

9.4.1 Navigate through the statistic report

Once the report is displayed, several navigation buttons are available on the report:




- To **go to a specific page of the report**, type a page number (of 1) on the grey band and press the Enter key
- To **move to the next/previous page of the report**, click on the / link on the yellow band
- To **find a string in the report**, type a text in the **Find | Next** field and click the **Find** link. Click on the **Next** link to find the next occurrence
- To **resize the page of the report**, select a width in the list

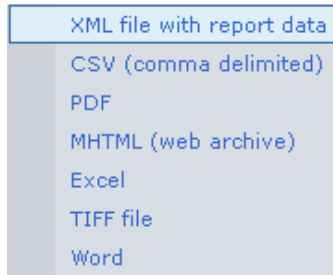
- To **print the report**, click on the  button
- To **refresh the report**, click on the  button

9.4.2 Export the statistic report

Once the report is displayed, it is possible to export the result in several output formats:



- To **export the report** into a file, click on the  button and select an available output format in the list



9.4.3 Generating Statistics on Railway Undertaking Service Quality reports



To generate the report, on the main page (Figure 51 or Figure 58) click on the  link. The below page is displayed:



Figure 66

On the above page select a country and/or a reporting year from the list and press the  button. The respective statistics are displayed in the following table:

Railway Undertaking Service Quality report statistics

Country:
 Reporting Year:

Railway Undertaking Service Quality reports

1 of 1 100% Find | Next

Railway Undertaking Service Quality reports: Statistics

Country: Any year
 Reporting Year: Any Country

	2010	2011	2012	2013	2014	Total
Belgium	1	0	1	0	0	2
Greece	0	0	1	0	0	1
Italy	1	1	1	2	1	6
Total	2	1	3	2	1	

Date of report creation: 13/12/2013

1/1

Figure 67

10 Data Mining Reports

A set of reports has been created in order to provide ERADIS users with a better overview of the information available in the ERADIS database.

The following reports are available:

- Document version(s) containing Organisations
- Interoperability document version(s) including Directive/TSI/IC

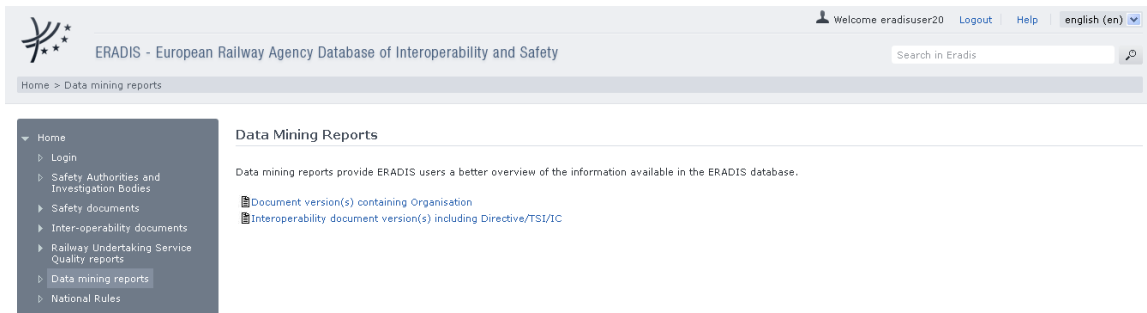


Figure 68

In the next sections the available Data Mining Reports are described.

10.1 Document version(s) containing Organisation

In order to generate the report click on the [Document version\(s\) containing Organisation](#) link on the “Data Mining Reports” page (Figure 68). For each Organisation under reference data the specific report locates the document version(s) in which the organisation is referenced.

Document version(s) containing Organisation

This data mining report displays all the organisations which are referenced under a specific document type.

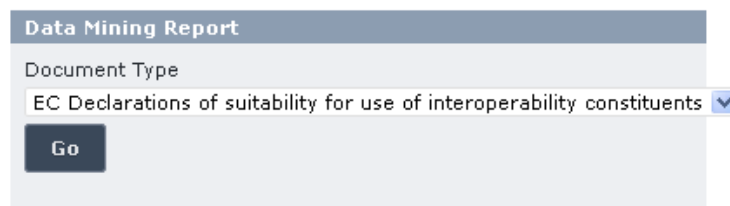
The screenshot shows a form titled 'Data Mining Report'. It features a 'Document Type' label followed by a dropdown menu. The dropdown menu is open, showing the selected option: 'EC Declarations of suitability for use of interoperability constituents'. Below the dropdown menu is a dark 'Go' button.

Figure 69

The user provides the preferred Document Type, clicks on the [Go](#) button (Figure 69) and the report is exported as shown in Figure 70:

Document version(s) containing Organisation data report

Print Export to Excel

Items per page 15

Organisation	Document
Alstom Belgium	BE/321654987/2012/000002
	BE/00000321654987/2013/000001
	BE/00000321654987/2013/000101
	BE/00000321654987/2013/521463
Alstom France	FR/00000124578369/2013/888888
	FR/00000124578369/2013/888888
	BE/00000321654987/2013/000101
Certifer	BE/321654987/2012/000002
	FR/00000124578369/2013/888888
	FR/00000124578369/2013/888888
	BE/00000321654987/2013/000001
	IT/00000000123456/2013/003001
	IT/00000000001234/2013/123456
	BE/00000321654987/2013/000101
	BE/00000321654987/2013/521463

1 2 Next>

Total 19 item(s) found.

Go back to Data mining report search

Figure 70

The report results are grouped in pages:

- To go to a specific page, click on the page number (1 2 3 4) at the bottom of the list.
- To move to the next/previous page, click on the Next> / <Previous link at the bottom of the page.
- To display more/less items per page, chose the number of items in the Items per page 10 dropdown at top of the list.
- To print the list, click on the Print link at the top of the list.
- To export the list into an Excel file, click on the Export to Excel link at the top of the list.
- To sort the list, click on the field header you want to sort by: sorting is done *per group*, where a group is defined first by the Organisation.

The report results table contains the following fields:

- Organisation
- Document

In order to view a document, the user must click on the respective link under the “Document” column.

10.2 Interoperability document version(s) including Directive/TSI/IC

To generate the report click on the Interoperability document version(s) including Directive/TSI/IC link on the “Data Mining Reports” page (Figure 68). For a specified EC Directive/TSI/IC, the report locates the interoperability document versions in which it is referenced.

EC Declarations including EC Directives/TSIs/ICs

This data mining report displays all EC Declarations which have a specific EC Directive/TSI/IC referenced.

Data Mining Report

Reference

TSIs

2006/679/EC CCS CR

Go

Figure 71

The user provides the desired EC Directives/TSI/ICs and then clicks on the **Go** button (Figure 71) and the report is exported as shown in Figure 72:

EC Declarations containing EC Directives/TSIs/ICs report

Print Export to Excel Items per page 15

Document Type	Document ID number
EC Declarations of conformity of interoperability constituents	BE/00000321654987/2013/000001
EC Declarations of suitability for use of interoperability constituents	BE/00000321654987/2013/521463
EC Declarations of conformity of interoperability constituents	BE/321654987/2012/000001
EC Declarations of suitability for use of interoperability constituents	BE/321654987/2012/000002
EC Declarations of verification of subsystems	FR/00000124578369/2013/123456
EC Declarations of verification of subsystems	FR/00000124578369/2013/123456
EC Declarations of conformity of interoperability constituents	FR/00000124578369/2013/987654
EC Declarations of verification of subsystems	IT/00000000123456/2013/000011
EC Declarations of verification of subsystems	IT/00000000123456/2013/000011

Total 9 item(s) found.

Go back to Quick Search

Figure 72

The report results are grouped in pages:

- To **go to a specific page**, click on the page number (**1 2 3 4**) at the bottom of the list.
- To **move to the next/previous page**, click on the **Next>** / **<Previous** link at the bottom of the page.
- To **display more/less items per page**, chose the number of items in the Items per page **10** dropdown at top of the list.
- To **print the list**, click on the **Print** link at the top of the list.
- To **export the list** into an Excel file, click on the **Export to Excel** link at the top of the list.
- To **sort the list**, click on the field header you want to sort by: sorting is done *per group*, where a group is defined first by the Document Type.

The report results table contains the following fields:

- Document Type
- Document ID Number

In order to view a document, the user must click on the respective link under the “Document ID Number” column.