**EUROPEAN
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FOR RAILWAYS**

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OSS Border Stations Guide

One Stop Shop

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Document History

Version	Date	Comments
0.1	01/08/2022	First draft
0.2	14/09/2022	Incorporating comments and updates
0.3	18/01/2023	Allignment with OSS v1.9.1
0.4	03/02/2023	Incorporating review comments
1.0	06/02/2023	Published version
1.1	08/02/2023	Corrections

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1. Introduction

1.1. Scope and Objective

Following the deployment of OSS release v1.9.1, a new way of handling Border stations will be introduced in applications for both Vehicle Authorizations (VA) and Single Safety Certificates (SSC) . The changes affect both the applicants and the authorities concerned with these applications (irrespective of who will act as authorizing entity or safety certification body), including pre-engagement requests.

In the framework of a majority of (VA or SSC) applications including border stations (Directive (EU) 2016/797 art 21 (8) and Regulation (EU) 2018/545 art 4 (8), Directive (EU) 2016/798 art 10 (8) and Regulation (EU) 2018/763 art 3 (11)), the authorities of the Member States where these border stations are located have expressed to the Agency the needs:

- to be notified when such applications are submitted,
- to have the possibility to raise issues,
- to share/upload some conclusions and/or reports.

In addition, applicants have also expressed the needs to have a placeholder for uploading the evidencedemonstrating compliance against the applicable requirements pertaining these border stations.

The present document describes the changes introduced in OSS in its release 1.9.1 in regards to the handling of border stations in the following cases:

1) The following VA cases (including pre-engagement requests):
   a. First Authorisation (First);
   b. New Authorisation (New);
   c. Extended Area of Use Authorisation (Extended); and
   d. For the two combined (First+C2T and New+Extended).
2) All SSC application types (New, Renewal, Update), including pre-engagement requests.

2. Functionality description

2.1. Current implementation

2.1.1. Application wizard

When an applicant introduces one or more border station(s) in one or more neighbouring Member State(s), it first selects the Member state(s) and then, introduces the border station(s) by adding the Member State(s) where these border station(s) are located. The border station(s) are then to be specified by the applicant in a text box.

2.1.2. Assessment

National safety authorities of Member States where the border station(s) are located are not part of the assessment process. They are not notified about the application and they cannot assign themselves one or more assessors to the application. As a consequence, they are not able to submit any report (or equivalent) following the consultation procedure.

2.2. New approach to handling Station(s) in neighbouring Member State(s)

In general, both for VA and SSC, all the Member State(s) with or without border stations are treated the same.

2.2.1. Application wizard

In the application wizard (step 1 for SSC or step 3 for VA), the applicant selects the relevant Member State(s) from the available list including the Member State(s) with border station(s) only (see Figure 1).

Figure 1: Selecting Member State(s) including Member State(s) with border stations only

Upon the above selection the selected Member States are depicted in different tabs as shown in Figure 2**Error! Reference source not found.** and Figure 3 below.

Figure 2: Slide button for setting the Member State with border station(s) only (SSC)

Figure 3: Slide button for setting the Member State with border station(s) only (VA)

The applicant may indicate each Member State that it includes one or more border station(s), by enabling the slide button as shown in Figure 4 and Figure 5 below.
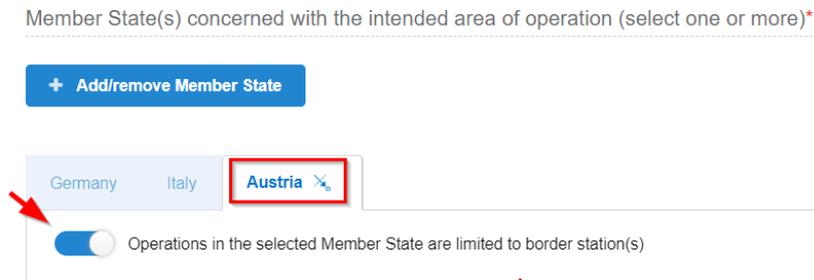
Member State(s) concerned with the intended area of operation (select one or more)*

+ **Add/remove Member State**

| Germany | Italy | **Austria** ✕ |

Operations in the selected Member State are limited to border station(s)

Figure 4: Member State marked as Border Station (SSC)

Area of use *

Network(s) of the area of use *

+ **Add/remove Member State**

| Germany | Italy | **Austria** ✕ |

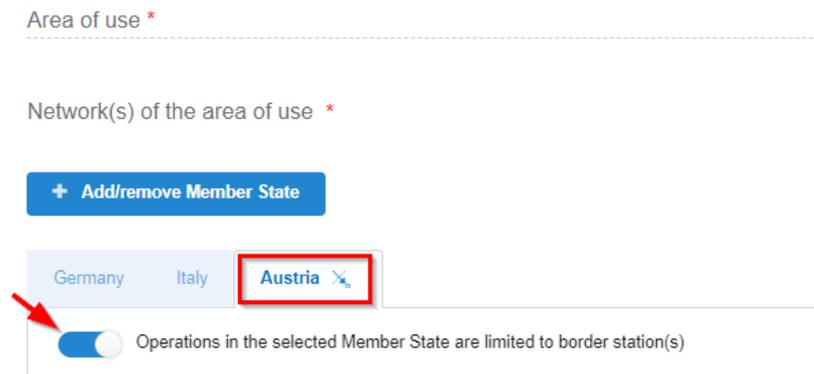Operations in the selected Member State are limited to border station(s)

Figure 5: Member State marked as Border Station (VA)

When the switch button gets enabled the respective Member State tab is moved to the end of the Member State tab sequence and is marked with a specific Border Station icon (see Figure 6).

Figure 6: Border Station icon

Member states which are part of the area of operation/use are always displayed first in the alphabetical order followed by Member States including border stations only also displayed in the alphabetical order.

For SSC applications, as part of the definition of the intended area of operation, the applicant is also invited to specify the name of the border station(s) in the text box (see Figure 7) and to provide for the concerned Member State where the border station(s) are located evidence and/or mapping table(s) as appropriate (see Figure 8).
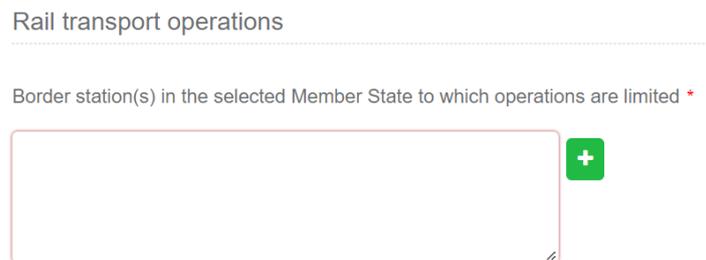
Rail transport operations

Border station(s) in the selected Member State to which operations are limited *

[+]

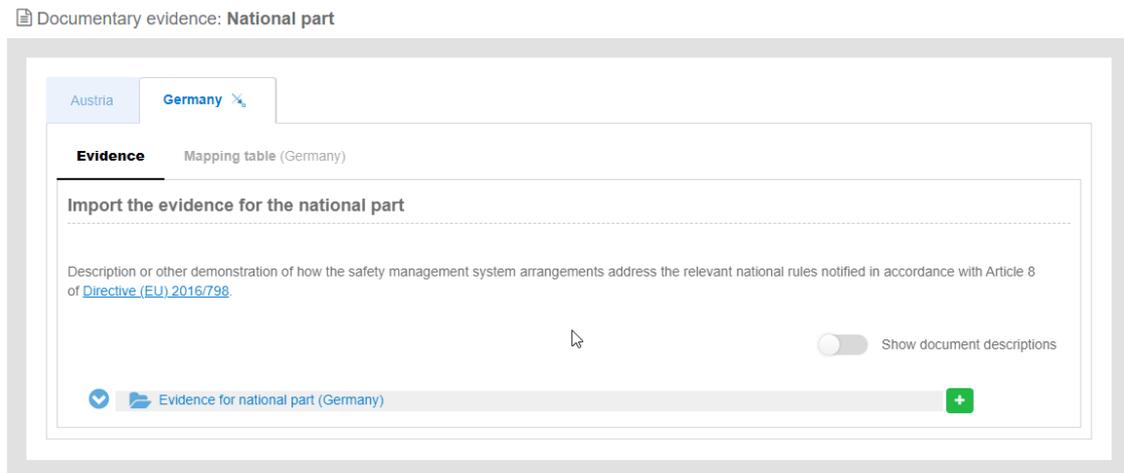Figure 7: Definition of the intended area of operation (SSC)

Figure 8: Documentary evidence – National part (SSC)

For VA applications, as part of the definition of the area of use in the authorisation description, the applicant is invited to specify the name of the border station(s) in the text box (see Figure 9). It is recommended to check, when selecting border station(s), if this(ese) one(s) are considered as such by the Member State in their agreement. Also the naming of the border station should be in line with the Member State agreement.
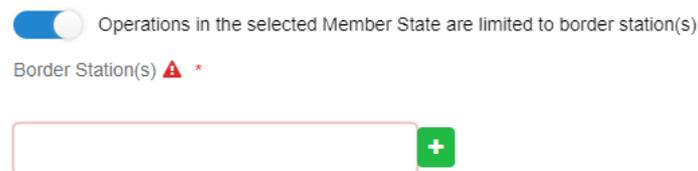

Figure 9: Definition of the intended area of use (VA)

For both SSC and VA applications, in the case where the area of operation/use concerns more than one Member State, excluding Member State(s) with border station(s) only, the safety certification body or authorising entity remains ERA by default. In the case where the area of operation/use is limited to one Member State, excluding Member State(s) with border station(s) only, the applicant can select the safety certification body or authorising entity between ERA or the national safety authority (of the Member State which does not include one or more border stations). When a cross border agreement exists between two Member State, the AE/SCB is the NSA or ERA. If a border station is common to two Member State, indicate the origin in the dedicated field (for the management following the agreement between these Member State.

2.2.2.   Assessment

National safety authorities of Member States where the border station(s) are located are part of the assessment process. They are notified about the application and their programme manager(s) can assign the assessment team to the application. They are also able to submit their own reports (or equivalent) following the consultation procedure launched by the safety certification body or the authorising entity. These reports are stored in the OSS library for their respective Member State according to the current folder structure (i.e. one folder for each stage of the process and for each Member State).

2.3.   Impacted actors and reports

The following actors are mainly affected by this change:

Applicants (AP) specifies any border stations in the definition of the area of operation/use for the Member State(s) concerned, and uploads relevant evidence/mapping table.

Programme Managers (PgM) of national safety authorities of all concerned Member State(s), including those with border stations only, assign the relevant teams.

Assessors (AS) of national safety authorities of all concerned Member State(s), including those with border stations only, can submit their reports at the different stages of the assessment process.

2.4. Test environment (UAT)

As of 01/02/2023 the OSS v1.9.1 release is available in the OSS UAT environment. We recommend that you exercise these changes in this environment.

2.5. Transposition to the new implementation

Any application submitted before release 1.9.1 is put in production will be displayed with the current (old) implementation.
The new implementation will however apply to existing draft or copied applications or copied applications, however without the existing (if any) information on the Member State(s) with Border stations only.
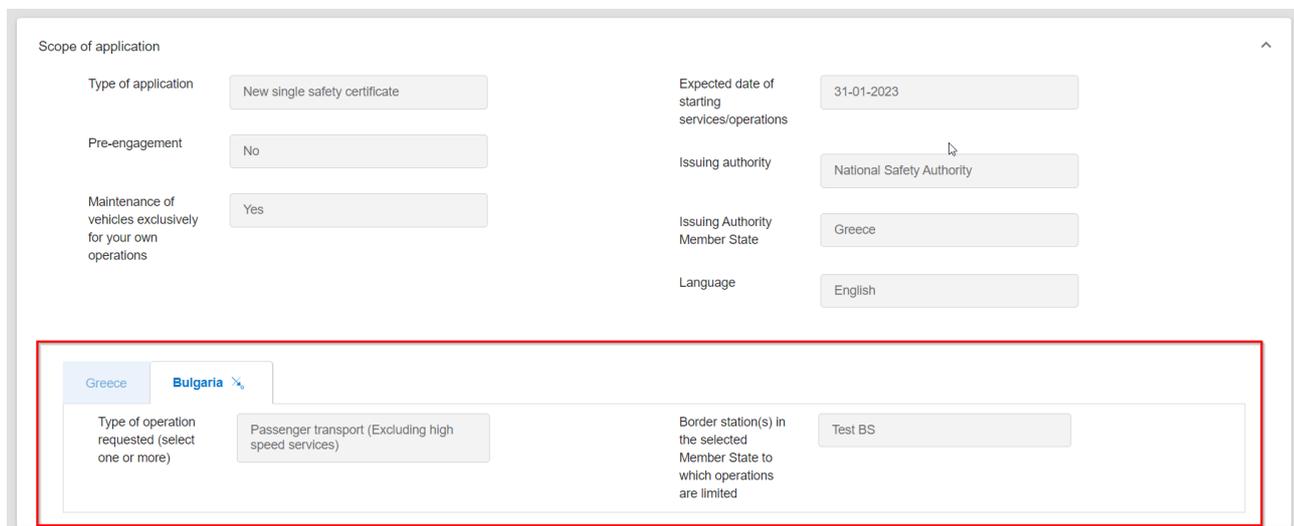
2.6. Practical example of the new implementation

In the example below, the area of operation/use is limited Greece (or Belgium) with a border station in Bulgaria (or The Netherlands). The national safety authority is the safety certification body or the authorising entity. However, the same principles apply when ERA is the safety certification body or the authorising entity.

2.6.1. Application wizard

2.6.1.1. SSC

The below description apply for all SSC application types (New, Renewal and Update) and pre-engagement requests. All Member States are now displayed using tabs. The Member State where the border station is located, namely Bulgaria in our example, is displayed after the Member State(s) forming part of the area of

operation (Greece in this example) and with a specific Border Station icon   .

Figure 10: Application view (SSC)

2.6.1.2. VA

The same approach applies for VA. In the example below, The Netherlands are selected as a Member State where one or more border stations.

Figure 11: Application view (VA)

2.6.2. Assessment

2.6.2.1. Team assignment

For both SSC and VA applications, all relevant PgMs assign their respective assessment team. In this example, Greece being the Member State of the safety certification body or the authorising entity, it now appears at the top. Bulgaria also involved in the assessment is listed afterwards according to a tab view.

Figure 12: Team assignment

2.6.2.2. Dashboard

The Dashboard shows the relevant milestones for both Greece and Bulgaria following our example. By default, the deadline is established by OSS as provided in the 4RP legal framework. Should the timeframe be different due to the legal text of a specific cross-border agreement, it must be discussed and re-adjusted manually by the authorising entity.
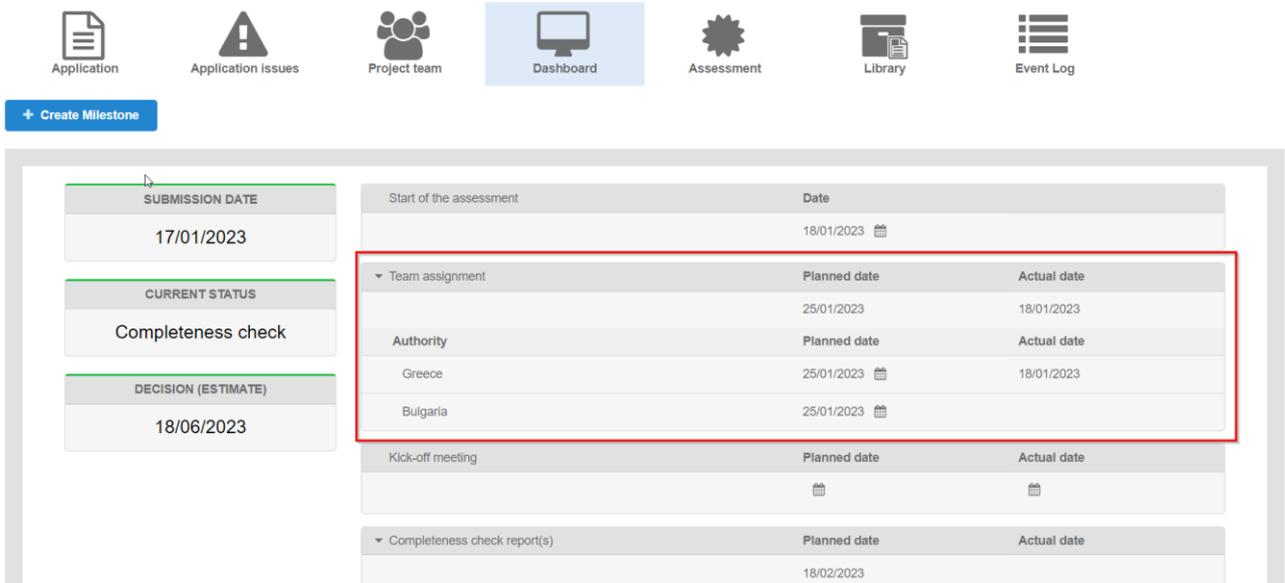
Figure 13: Dashboard view

2.6.2.3. Assessment

All involved authorities can submit their respective report.

In the example below, Greece acting as safety certification body is displayed first. Apart from the safety certification or authorising entity, the display of the different Member States follows the same order than the one in the application. The same principle applies for all SSC and VA applications, and for all relevant stages of the assessment.
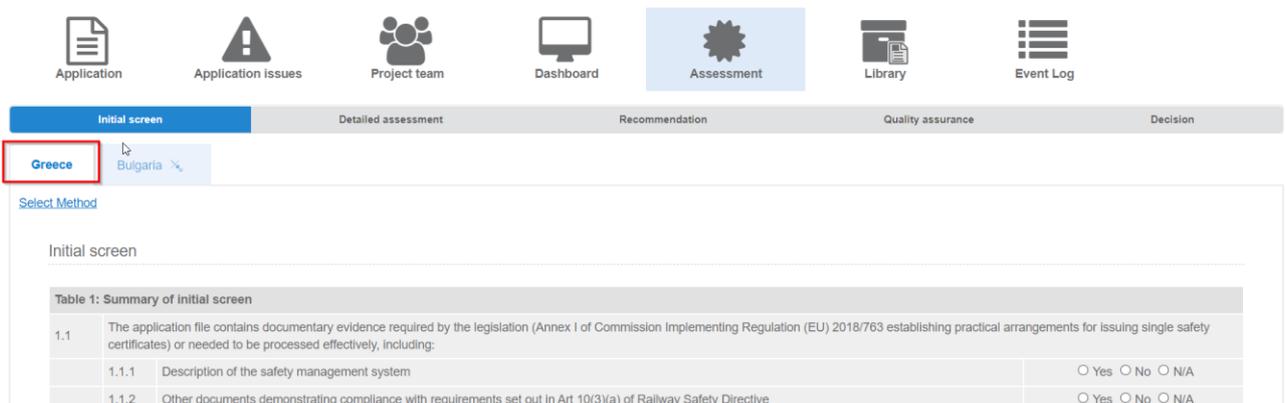

Figure 14: Assessment view (SSC)