



# Port of Kokkola Ltd. Railway Network Report 2020



Updated 4.12.2018.

**9.12.2018**

**Published**





## Contents

|     |   |    |
|-----|---|----|
| 1   | Validity and information of amendments .....  | 3  |
| 2   | Railway network.....  | 3  |
| 2.1 | Description of the railway network, its quality and extension .....                           | 3  |
| 2.2 | Conditions for using the railway network .....  | 3  |
| 2.3 | Limitation to the use of the network .....  | 4  |
| 2.4 | Requirements on equipment .....   | 4  |
| 2.5 | Priority rules on the network .....   | 4  |
| 2.6 | Changes to the network.....   | 4  |
| 3   | Shunting and work on the rails safety regulations of the network .....                        | 4  |
| 3.1 | General .....   | 4  |
| 3.2 | Accidents, dangers and other incidents .....  | 5  |
| 3.3 | Shunting.....   | 5  |
| 3.4 | Permission for shunting and reporting of shunting .....                                       | 6  |
| 3.5 | Work on the rails.....  | 6  |
| 3.6 | The tasks of the person in charge of the work on the rails .....                              | 6  |
| 3.7 | Permission for work on the rails and notification about work on the rails .....               | 7  |
| 3.8 | Work involving fire.....  | 7  |
| 3.9 | Situations of malfunction .....   | 7  |
| 4   | Rail charge.....  | 8  |
| 5   | Right of use of service points and services offered.....                                      | 8  |
| 6   | Access to the railway network .....   | 8  |
| 6.1 | Application for the safety certificate and the operating concession of a railway company..... | 8  |
| 7   | The Network Operational Agreement.....  | 8  |
| 8   | Application for rail capacity .....   | 9  |
| 9   | Liabilities and settlement of disputes as well as the appeal procedure .....                  | 9  |
| 10  | Contact details .....   | 10 |
| 11  | Operational agreement of the railway network for the period 2018 .....                        | 11 |



## 1 Validity and information of amendments

This Network Report is valid during the timetable period of 2020, 10.12.2019 - 8.12.2020.

Notes of amendments will appear on the front page of this Network Report.

## 2 Railway network

### 2.1 Description of the railway network, its quality and extension

The railway network is described in the Rail Yard Diagram [http://www.portofkokkola.fi/wp-content/uploads/2016/12/Raiteistokaavio-Railway-yard-diagram\\_Port-of-Kokkola\\_2-10-15.pdf](http://www.portofkokkola.fi/wp-content/uploads/2016/12/Raiteistokaavio-Railway-yard-diagram_Port-of-Kokkola_2-10-15.pdf).

The maximum permissible axle weight is 22.5 kN or in accordance with permission granted by the Finnish Transport Agency to equipment for use on the state railway network.

On the railway network:

- the maximum speed allowed is 20 km/h,
- the maximum weight per metre allowed is 8 kN/m,
- the minimum radius of curvature of the rails and switches is 190 m,
- the slopes of an angle on the railway network is at most 2.5 ‰ on a distance of at least 20 m, with the exception of rail numbers 205 and 207 where the slopes of an angle is 5.3 ‰,
- the curve radius of the rails is minimum 500 m,
- the maximum height of equipment moving on the stretch between switches V179 and V177 as measured from the top of the rail, is 4.6 m, and
- the maximum height of equipment moving on rail 203 as measured from the top of the rail is 5.2 m.

There are no electrified parts of the railway network.

The railway network of the area is of second class traffic control.

The railway network markings and signs are similar and mean the same as directed by the Finnish Transport Agency for state railway network.

Interruptions to shunting due to work performed on the railway network are noted in accordance with directive RATO 17 - Rail Signs and Markings, issued for the state network.

### 2.2 Conditions for using the railway network

Shunting requires the conclusion of a usage agreement in accordance with article 7, and a cooperation agreement in accordance with the Port Regulations of Port of Kokkola.



When performing shunting and related communication, article 3 of the safety regulations of Port of Kokkola, regarding shunting and work on the rails, apply.

### 2.3 Limitation to the use of the network

Steam engines and such equipment that may cause fire hazard must not be used on the network.

The service and maintenance work on the network may limit the use of the network.

### 2.4 Requirements on equipment

All equipment having an authorisation for placing in service and which is entered into the equipment register of the Finnish Transport Safety Agency.

The maximum height of the equipment moving on rail 203 as measured from the top of the rail is 5.2 m and on the stretch between switches V179 and V177, 4.6 m.

### 2.5 Priority rules on the network

The network is area of second class traffic control; consequently, the units shall, as necessary, agree between themselves on the priority of way.

### 2.6 Changes to the network

No changes are foreseen to the number or usage of the rails of the network.

## 3 Shunting and work on the rails safety regulations of the network

These regulations must be followed when performing shunting and work on the rails at the Ykspihlaja traffic location of the network of Port of Kokkola.

In these regulations work on the rails refers to works (also maintenance works) which:

- are done so that the machine or part of it may extend into the open space reaching 3.1 m from the central point of the rail, affect the structure of the rails,
- are done to the safety equipment,
- requires the interruption of shunting for work safety reasons or otherwise affect the shunting, or
- affect the discharging or loading of wagons

### 3.1 General



All defects and abnormalities of the rails and equipment related to them, as well as issues that may endanger shunting or the discharging and loading of wagons must be reported to the operational supervisor, who will inform the necessary entities.

The operator of network traffic and the entity in charge of the work on the rails must ensure that their personnel in performing a traffic safety task are duly authorised for the task in question and that they have been familiarized with working on the port network.

If necessary, when communicating with the traffic control of the state railway network the instructions of procedure issued by the Finnish Transport Agency shall be complied with.

No shunting or work on the rails on the railway network may be initiated without a functioning Virve telephone.

The operative language is Finnish.

### 3.2 Accidents, dangers and other incidents

Accidents and dangerous situations must be reported to the general emergency number 112 and after that to the operational supervisor.

During shunting or work on the rails any network incidents or failures observed shall be reported via the PDS system of the port or by email to [satama@portofkokkola.fi](mailto:satama@portofkokkola.fi).

Any issues of malfunction related to the Virve telephone shall be reported to the operational supervisor.

Obstructions and problems to shunting caused by the network shall be reported to the operational supervisor.

### 3.3 Shunting

When shunting, the instructions of the Finnish Transport Agency regarding shunting on the state railway network, and the rules of the Finnish Traffic Safety Agency, apply.

Switches and derails and similar equipment must be returned to their initial position after use. The initial positions are marked on the switches and derails with markings.

It is mandatory to ensure that the equipment remains in place, if necessary, by applying scotches or similar.

When shunting, the breaks of the equipment must be used, with the exception on rails 204, 205 and 207, where shunting may be done without the use of the breaks of the equipment.

Wagons must not be left so that they obstruct the traffic on fire lanes, railway crossings, areas that are meant for use as road crossings, or on switch areas.



### 3.4 Permission for shunting and reporting of shunting

The operator of railway traffic in possession of a safety certificate is allowed to perform shunting after having concluded the agreement of use of the railway network with the port, in accordance with the railway network report of the port.

Shunting must before starting be reported to and acknowledged by the KIP-RAIDE talk group and enter the KIP-RAIDE talk group at least 30 seconds after having received the acknowledgement.

The person in charge of shunting, having have received the SDS message regarding the necessity to enter the KIP-RAIDE talk group, must immediately enter the KIP-RAIDE talk group

#### Shunting at switch V210 and on rails 203, 205 and 207

For shunting to be done at switch V210 and on rails 203, 205 and 207 in connection with the wagon tippler a separate instruction has been issued, in which the personnel that will do shunting there, must be trained before performing shunting.

For the use of the key box in relation to switch V210, permission must be acquired from operator of the wagon tippler.

The operator of the wagon tippler must be informed of the termination of the shunting and the exit from the area, as well as of the termination of the permission to use the key box.

#### Shunting on rails 090, 091 and 092

Shunting on rails 090, 091 and 092 is subject to a permit. The permit may be requested by the KIP-RAIDE group in the Port Tower Info. A permit must also be requested when leaving by rail 090 to rail 044b. The movement must not be started before permission is given.

### 3.5 Work on the rails

Work on the rails may be performed when secured by the person appointed by the port as person in charge of the work on the rails and by an actor, to whom the person that has been appointed person in charge of the work on the rails by the port, has given his permission for the work on the rails.

The person in charge of the work on the rails must before starting the work and, if necessary, during the work familiarize the personnel participating in the work on the rails with the circumstances of the work in question, as well as with the hazards associated with the work.

The maintenance plan of Port of Kokkola must be complied with in the work on the rails.

### 3.6 The tasks of the person in charge of the work on the rails

The person in charge for the work on the rails:



- shall ensure that the work on the rails is adequately protected, so that there is no danger to the shunting,
- shall turn/lock the switches into a protective position, if possible,
- if necessary, prevent shunting with a STOP sign, or if the port so orders, use a safety person.
- ensure that before allowing shunting, the area where the work on the rails was performed is in the condition required by the maintenance plan of the port.
- inform of the start and termination of the work on the rails to the person of Port of Kokkola who is in charge of work on the rails, or act according to the instructions issued by that person.

### 3.7 Permission for work on the rails and notification about work on the rails

The permission for the work on the rails has been granted when a notification of the work on the rails has been given in the KIP-RAIDE talk group and an acknowledgement of the notification has been received.

The person in charge of the work on the rails must before starting the work on the rails give a notification of the work to the KIP-RAIDE talk group and receive an acknowledgement of the notification and be in the KIP-RAIDE talk group for at least 30 seconds after having received the acknowledgement.

The following information must be included in the notification:

- Time when the work on the rails starts;
- Estimated duration of the work on the rails;
- Any limitations that the work on the rails will cause to shunting and the use of the network, as well as the duration of the limitations;
- The contact details of the person in charge of the work on the rails, as well as any changes to them;
- Time when the work on the rails are estimated to end.

The party in charge of the work on the rails must immediately enter the KIP-RAIDE talk group when they have received the SDS message regarding the necessity to enter the talk group.

The KIP-RAIDE talk group must be notified of the termination of the work on the rails and an acknowledgement to the notification must be received.

### 3.8 Work involving fire

A written permission for work involving fire must be received in accordance with the plan for work involving fire of the port.

### 3.9 Situations of malfunction

#### Malfunction of a warning signal at a road crossing

The malfunction of a warning signal at a railway road crossing must be reported to the operational supervisor.



During the malfunction the speed at the start of crossing the road crossing must not exceed 10 km/h.

#### Opening a switch by driving

The operative supervisor must be informed when opening a switch by driving.

After opening a switch by driving the driver, the person in charge of shunting or the person nominated by Port of Kokkola to be in charge of the work on the rails, shall visually check if shunting or work on the rails can be done on the switch.

Based on the check the person doing the check must prevent shunting and work on the rails on the switch (if necessary, by a Stop sign) or, if he does not recognize the cause, which prevents shunting or the work on the rails, make sure that shunting and work on the rails are done at a maximum speed of 5 km/h before a check done by the person nominated by the port to be in charge of the work on the rails (if necessary, a sign limiting the speed on the special area in question shall be erected).

## 4 Rail charge

No rail charges are debited on the railway network.

## 5 Right of use of service points and services offered

There are no services offered on the railway network.

## 6 Access to the railway network

All operators of railway traffic that have a safety certificate and have concluded a cooperation agreement in accordance with the port regulations of Port of Kokkola as well as the agreement of usage of the network operational agreement may use the railway network.

### 6.1 Application for the safety certificate and the operating concession of a railway company.

The safety certificate shall be applied from the Finnish Transport Safety Agency and the operation concession from the Ministry of Transport and communications (<http://www.rautatiemarkkinoille.fi/luvut-ja-todistukset>).

## 7 The Network Operational Agreement





By the Network Operational Agreement the operator of railway traffic and Port of Kokkola agree on shunting on the railway network of Port of Kokkola.

The operator of railway traffic shall inform the Chief Executive Officer of Port of Kokkola of their need to conclude an operational agreement at least 30 days prior to commencing the intended shunting.

Before concluding an operational agreement between the operator of railway traffic and Port of Kokkola traffic a cooperation agreement in accordance with the port regulations of Port of Kokkola must be concluded.

Traffic may not be commenced before the operational agreement has been signed.

In the operational agreement the parties agree that the operator of railway traffic will commit themselves to complying with the safety regulations in accordance with item 3 issued by Port of Kokkola concerning shunting and work on rail, as well as the limitations to and requirements of the performance of railway traffic, as described in item 2.

The operational agreement shall be made for an indefinite period. Port of Kokkola can terminate the operational agreement with immediate effect, if the operator of railway traffic does not comply with the terms and conditions mentioned in the operational agreement.

The operator of railway traffic must notify if they do not have any need for traffic anymore and the time when the traffic stops. The notice of the time of termination of the railway traffic by the operator of railway traffic will at the same time be a notice of termination of the operational agreement.

If needed, Port of Kokkola will inform of any necessary updates to the operational agreement and of any necessary amendments to it.

An attachment with a template for the operational agreement can be found on page 11.

## 8 Application for rail capacity

No rail capacity shall be allotted on the railway network.

## 9 Liabilities and settlement of disputes as well as the appeal procedure

Damages for personal and material injuries caused by rail traffic shall be governed by the rail traffic liability law (113/1999, as amended). Other damage shall be compensated in accordance with appropriate legislation on damages. Neither party is liable for compensation for consequential or indirect damage unless the liability for compensation is based on a regulation in binding legislation, or the damage is deliberately caused or the result of gross negligence.



The owner of the railway network, Port of Kokkola Ltd., is liable for any direct damage caused to the material, or the cargo on the said material, of the operator of railway traffic, which is due to negligent performance of any task or responsibility for which the owner of the railway network is liable.

All disputes must primarily be settled through negotiations.

Any dispute, which has not within six (6) months of the dispute having been registered, been settled in negotiations, shall be settled in accordance with the rules as laid down in Article 73 of the Railway Act regarding other disputes.

Other disputes shall be settled by the district court of Central Ostrobothnia.

## 10 Contact details

[satama@portofkokkola.fi](mailto:satama@portofkokkola.fi)

Cooperation agreement in accordance with the Port Regulations of Port of Kokkola

Torbjörn Witting, Chief Executive Officer +358 (0)40 5119 595 [torbjorn.witting@portofkokkola.fi](mailto:torbjorn.witting@portofkokkola.fi)

Conclusion of the operational agreement of the railway network, the Chief Executive Officer of the port, or the Development Manager

Other matters, Jyrki Roukala, Development Manager +358 (0)44 7809133 [jyrki.roukala@portofkokkola.fi](mailto:jyrki.roukala@portofkokkola.fi)

Access to the PDS system, Jyrki Roukala +358 (0)44 7809 133 [jyrki.roukala@portofkokkola.fi](mailto:jyrki.roukala@portofkokkola.fi)

Tapio Lampinen, Technical Manager + 358 (0)40 5575 928 [tapio.lampinen@portofkokkola.fi](mailto:tapio.lampinen@portofkokkola.fi)

Jyrki Roukala, Development Manager +358 (0)44 7809 133 [jyrki.roukala@portofkokkola.fi](mailto:jyrki.roukala@portofkokkola.fi)

Teemu Petäjävuoari, Operational Supervisor +358(0)40 4882 855 [teemu.petajavuori@portofkokkola.fi](mailto:teemu.petajavuori@portofkokkola.fi)

Appointed responsible person(s) for the work on rails in the port;

Teemu Petäjävuoari, Operational Supervisor +358(0)40 4882 855 [teemu.petajavuori@portofkokkola.fi](mailto:teemu.petajavuori@portofkokkola.fi)

Tapio Lampinen, Technical Manager + 358 (0)40 5575 928 [tapio.lampinen@portofkokkola.fi](mailto:tapio.lampinen@portofkokkola.fi)



## 11 Operational agreement of the railway network for the period 2018

### Parties to the agreement

Port of Kokkola Ltd.

Actor X

By this agreement Actor X, the operator of railway traffic, and the owner of the railway network, Port of Kokkola Ltd. Agree on the shunting on the railway network of Port of Kokkola Ltd.

### Amendments to the validity, termination, as well as update and amendment to the Agreement

The Agreement is valid for an indefinite period.

Port of Kokkola Ltd. can terminate this Agreement with immediate effect, if the operator of railway traffic does not comply with the terms and conditions mentioned in this Agreement.

The operator of railway traffic must notify if they do not have any need for shunting anymore and the time when the shunting stops. The notice of the time of termination of the shunting by the operator of railway traffic will at the same time be a notice of termination of this operational agreement.

If needed, Port of Kokkola Ltd. will inform of any necessary updates to the operational agreement and of any necessary amendments to it.

### Shunting on the railway network of Port of Kokkola Ltd.

The operator of railway traffic:

- shall comply with the limitations to and requirements of the performance of railway traffic, as described in item 2. of the railway network report, as well as the safety regulations issued by Port of Kokkola Ltd.
- shall participate in the annual planning and the weekly operational meetings arranged by Port of Kokkola, as well as daily by 14:00 submit to Port of Kokkola information on which rails and when they perform shunting,
- shall acquire the Virve telephones necessary for shunting from the info point at Port Tower and submit the identifier of the talk group of the Virve telephone(s) they have acquired, for SDS-messages that will be sent to the units,
- shall from the info point at Port Tower ask for the opening of gate S4 when they arrive on the railway network and the closing of the gate when they depart from the railway network,
- shall give notification of arriving shunting unit to the info point at Port Tower in the KIP-RAIDE talk group before the unit starts off and does not begin shunting before it has received the acknowledgement of the notification from the info point at Port Tower.

### Signatures

Kokkola ??.20??

Port of Kokkola Ltd.

Name

Function

Actor X

Name

Function