



**KOKKOLAN SATAMA OY
KARLEBY HAMN AB**

1

Port of Kokkola Ltd. Railway Network Report 2021



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1 Validity and information of amendments

This Network Report is valid during the timetable period of 2021, 9.12.2020 - 10.12.2021.

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 <https://portofkokkola.fi/wp-content/uploads/2019/06/Kokkolan-Satama-raiteistokaavio-11062019.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 PR024 system of the port or by email to 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.

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,

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.

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

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.

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 Ensuring that stationary carriages are stationary

It is the responsibility of the railway operator to ensure that wagons, whether loaded, unloaded or parked, are left in place on the rails. Staying in place can be accomplished by using the scotches, applying a sufficient amount of wagon brakes, or according to a jointly prepared instruction.

In cases where the port or terminal operator moves the wagons during loading or unloading, a risk assessment shall be carried out to ensure that the wagons remain stationary throughout the process, together with the track, the port and terminal operator and the Port of Kokkola.

Based on the risk assessment carried out, guidelines and their orientation plans are prepared and approved by the Port of Kokkola, as decided in the risk assessment.

3.9 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.

3.10 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

5.1 Port of Kokkola service station rail car dump (RWTT)

5.1.1 Service Location

RWTT Tipping Trailer

The Rail Wagon Tippler Terminal is intended for unloading bulk products of wagons. The site information will be published as part of the Port of Kokkola railway network report. The contact details of the service provider are specified in the railway network report of the Port of Kokkola and its validity is the same as in the railway network report. The information will be updated as part of the Port of Kokkola railway network report.

5.1.2 Services

The train car dump is located on Kokkola Port's Deep Harbor at number 203 and is available on all days of the year, all year round.

The Rail Wagon Tippler Terminal (RWTT) is used to unload bulk products from train wagons, which are further shipped from the Port of Kokkola. The RWTT also includes a train carriage transfer and terminal building and arrangement tracks 205 and 207 with safety equipment.

5.1.3 Payments

Pricing shall be based on the type of product, the efficiency of use and the operating costs incurred as a result of the operation, and any related ancillary services agreed upon.

Pricing uses general market-based pricing methods. There is no single price list, but the customer's needs and product characteristics determine the pricing criteria at any given time: product quality, turnaround time, operational efficiency and possible additional services form the basis for pricing. Pricing is influenced by volume and length of contract, handling of goods, use of space, weight, volume, operational activities, etc., which have a significant impact on costs.

Pricing is discussed separately with each customer in the content of the offer, taking into account the seasonal situation and the occupancy rate.

5.1.4 Terms of Use

The use of the RWTT shall be agreed upon as part of an overall logistic or other transportation contract with the Port of Kokkola.

Prior to commencing operation, the operating instructions and operation of the RWTT shall be trained by those working with it. Arrangements for training should be made with the Port



of Kokkola. The operating instructions contain technical information on the use of the equipment and on the corresponding wagons.

[Port order of the Port of Kokkola](#)

5.1.5 Granting of License

The license for the RWTT shall be applied for at the Port of Kokkola as part of a comprehensive logistic or other contract of carriage. The granting of a license shall be determined as part of an overall logistic or other contract of carriage, subject to consultation between the Parties.

There must be a separate agreement with the Port of Kokkola for the operation of the train wagon dump facility and it must be approved in coordination with other port operations.

Outages related to the operation of the train dump truck are announced at the Port of Kokkola weekly meeting

5.2 Port of Kokkola service station KS 6 unloading and loading of railway wagons

5.2.1 Services

Unloading and loading point for KS6 wagons

The wagon unloading area is intended for unloading bulk products of wagons from below and the loading point for loading wagons from above.

The site information will be published as part of the Port of Kokkola railway network report

The contact details of the service provider are specified in the railway network report of the Port of Kokkola and its validity is the same as in the railway network report. The information will be updated as part of the Port of Kokkola railway network report

5.2.2 Service Location

The unloading and loading point for KS6 wagons is located on the O88 General Harbor of the Port of Kokkola and is available on all days of the year, all year round.

The unloading of KS6 wagons and unloading and loading of bulk products from the wagons at the place of loading, which are still being shipped or have been carried by ship through the Port of Kokkola.

5.2.3 Payments

Pricing shall be based on the type of product, the efficiency of use and the operating costs incurred as a result of the operation, and any related ancillary services agreed upon.

Pricing uses general market-based pricing methods. There is no single price list, but the customer's needs and product characteristics determine the pricing criteria at any given time: product quality, turnaround time, operational efficiency and possible additional services form the basis for pricing. Pricing is influenced by volume and length of contract,





handling of goods, use of space, weight, volume, operational activities, etc., which have a significant impact on costs.

Pricing is discussed separately with each customer in the content of the offer, taking into account the seasonal situation and the occupancy rate.

5.2.4 Terms of Use

The dismantling of KS6 wagons and the use of the loading place shall be agreed upon as part of a comprehensive logistics or other transport contract with the Port of Kokkola.

Prior to commencement of operations, the operating manuals and operations at the unloading and loading point of the KS6 wagons shall be trained for those working with it. Arrangements for training should be made with the Port of Kokkola. The operating instructions contain technical information on the use of the equipment and on the corresponding wagons.

[Port order of the Port of Kokkola](#)

5.2.5 Granting of License

The license must be applied for at the Port of Kokkola as part of a comprehensive logistics or other transportation contract. The granting of a license shall be determined as part of an overall logistic or other contract of carriage, subject to consultation between the Parties.

There must be a separate agreement with the Port of Kokkola for the operation of the train wagon dump facility and it must be approved in coordination with other port operations.

Downtime related to KS6 unloading and loading operations will be announced at the Port of Kokkola Operative Weekly Meeting

5.3 Port of Kokkola service station KS3

5.3.1 5.3.1 Service Location

Service station for railway wagons KS3

The KS3 service station is intended for unloading bulk products carried on a wagon.

The site information will be published as part of the Port of Kokkola railway network report

The contact details of the service provider are specified in the railway network report of the Port of Kokkola and its validity is the same as in the railway network report. The information will be updated as part of the Port of Kokkola railway network report

5.3.2 Services

The KS3 service station is located at the Port of Kokkola's General port at 046 and is available on all days of the year throughout the year.

The KS3 service station is used for unloading bulk products from train wagons, which are further shipped from the Port of Kokkola.



5.3.3 Payments

Pricing shall be based on the type of product, the operating efficiency and the operating costs and related ancillary services agreed upon.

Pricing uses general market-based pricing methods. There is no single price list, but the customer's needs and product characteristics determine the pricing criteria at any given time: product quality, turnaround time, operational efficiency and possible additional services form the basis for pricing. Pricing is influenced by volume and length of contract, handling of goods, use of space, weight, volume, operational activities, etc., which have a significant impact on costs. Pricing is discussed separately with each customer in the content of the offer, taking into account the seasonal situation and the occupancy rate.

5.3.4 Terms of Use

The use of the KS3 demolition wagon for railway wagons shall be agreed upon as part of a comprehensive logistics or other transport contract with the Port of Kokkola.

Before starting the operation, the operating instructions and the operation must be trained by those who work with it. Arrangements for training should be made with the Port of Kokkola. The operating instructions contain technical information on the use of the equipment and on the corresponding wagons.

[Port order of the Port of Kokkola](#)

5.3.5 Granting of License

The license for the KS3 demolition wagon for railway wagons must be applied for at the Port of Kokkola as part of a comprehensive logistics or other transport contract. Licensing is defined as part of the overall logistics or otherwise

5.4 Operators of the Port of Kokkola

An Operator operating on the Port of Kokkola Ltd's rail network who maintains a service site and wishes to make the description of their service available to the public in the Port Statement shall provide the link to the description or the relevant ready-to-publish information.

[M Rauanheimo Oy](#)

[Koukku Shipping Oy](#)

[Baltic Tank Ltd](#)

The site description can be provided as a ready-to-publish information using the template available at <https://vayla.fi/ammattiliikenne-raiteilla/rautateiden-verkkoselostus/rataverkon-palvelun-tarjonta#.XZrPtfkzaUm>. The site description must be provided in the Finnish and English versions



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 (Traficom) and the operation concession from the Ministry of Transport and communications (<http://www.rautatiemarkkinoille.fi/luvat-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 16.



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

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

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

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

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

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

Teemu Petäjävuoari, Operational Supervisor +358(0)40 4882 855 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

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



11 Operational agreement of the railway network for the period 2021

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.

Both parties:

- Cooperation agreement signed between the Port of Kokkola and Operator X

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 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,

Signatures

Kokkola _____. _____. 20____

Port of Kokkola Ltd.

Name

Function

Actor X

Name

Function