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RECOMMENDATION 008REC1102 OF THE EUROPEAN UNION AGENCY FOR RAILWAYS

on

Revision of chapter 7.5 (change management) of Regulation 454/2011 (TAP TSI) and chapter 7.2 (change management) of Regulation 1305/2014 (TAF TSI)

THE EXECUTIVE DIRECTOR

HAVING REGARD TO Regulation (EU) 2016/796 of the European Parliament and of the Council of 11 May 2016 on the European Union Agency for Railways and repealing Regulation (EC) No 881/2004, hereafter referred to as the 'Agency Regulation', in particular Articles 4 and 19 thereof,

HAVING REGARD TO Directive (EU) 2016/797 of the European Parliament and of the Council of 11 May 2016 on the interoperability of the rail system (Recast), hereafter referred to as the 'Interoperability Directive', in particular Article 5 thereof,

HAVING REGARD TO COMMISSION DELEGATED DECISION (EU) 2017/1474 of 8 June 2017 supplementing Directive (EU) 2016/797 of the European Parliament and of the Council with regard to specific objectives for the drafting, adoption and review of technical specifications for interoperability, in particular Article 13 and Article 14 thereof,

Whereas

1. Article 13 of Commission Decision (EU) No 2017/1474 of 8 June 2017 supplementing Directive (EU) 2016/797 of the European Parliament and of the Council with regard to specific objectives for the drafting, adoption and review of technical specifications for interoperability requires the Section 7.2 of the Annex I to be amended for specifying the modified change control procedure for the TAF TSI (Commission Regulation (EU) No 1305/2014).
2. Article 14 of Commission Decision (EU) No 2017/1474 of 8 June 2017 supplementing Directive (EU) 2016/797 of the European Parliament and of the Council with regard to specific objectives for the drafting, adoption and review of technical specifications for interoperability requires the Section 7.5 of the Annex I to be amended for specifying the modified change control procedure for the TAP TSI (Commission Regulation (EU) No 454/2011).
3. In accordance with Article 5 of the Agency Regulation a working party has been established for making a proposal for a recommendation as regards the changes of the chapter 7.2 of the TSI TAF and the chapter 7.5 of the TSI TAP.
4. The proposed amendments have no direct impact on the social environment or working conditions of workers in the industry, nor on the passengers or rail freight customers. Therefore, no consultation of the social partners, passengers and rail freight customers, as provided for in Articles 6 and 7 of the Agency Regulation, correspondingly, is necessary.

HAS ADOPTED the following recommendation:

1. The TSI TAF should be amended as set out in Annex I of this recommendation.
2. The TSI TAP should be amended as set out in Annex II of this recommendation.
3. Throughout the TSI TAF and the TSI TAP, the references to the European Railway Agency should be read as references to the European Union Agency for railways (also referred to as "the Agency") and the references to the Regulation (EC) No 881/2004 should be read as references to the Regulation (EU) 2016/796.
4. Throughout the TSI TAF and the TSI TAP, the references to the Directive 2008/57/EC should where necessary be construed as well as a reference to the Directive (EU) 2016/797.

This recommendation is addressed to the European Commission.

Valenciennes,
(signed)

Josef DOPPELBAUER
Executive Director

Annex I: Proposed changes of the Commission Regulation (EU) No 1305/2014 (TAF TSI)

- A) Section 7.2. of the Commission Regulation (EU) No 1305/2014 (TAF TSI) shall be replaced by the following text :

7.2. Change Management*7.2.1. Change Management Process*

Change management procedures shall be designed to ensure that the costs and benefits of change are properly analysed and that changes are implemented in a controlled way. These procedures shall be defined, put in place, supported and managed by the Agency and shall include:

- the identification of the technical constraints underpinning the change,
- a statement of who takes responsibility for the change implementation procedures,
- the procedure for validating the changes to be implemented,
- the policy for change management, release, migration and roll-out,
- the definition of the responsibilities for the management of the detailed specifications and for both its quality assurance and configuration management.

The Change Control Board (CCB) shall be composed of the Agency, rail sector representative bodies and member states. Such an affiliation of the parties shall ensure a perspective on the changes that are to be made and an overall assessment of their implications. The CCB ultimately shall be brought under the aegis of the Agency.

7.2.2. Specific Change Management Process for documents listed in Appendix I to this Regulation

The change control management for the documents listed in Appendix I to this Regulation shall be established by the Agency in accordance with the following criteria:

1. The change requests affecting the documents are submitted either via the member states or via the representative bodies from the railway sector acting on a European level as defined in Article 3(2) of Regulation 881/2004/EC, or via the TAF TSI Steering Committee.
2. The Agency shall gather and store the change requests.
3. The Agency shall present the change requests to the dedicated ERA working party, which will evaluate them and prepare a proposal accompanied by an economic evaluation, where appropriate.
4. Afterwards the Agency shall present each change request and the associated proposal to the change control board that will or will not validate or postpone the change request.
5. If the change request is not validated, the Agency shall send back to the requester either the reason for the rejection or a request for additional information about the draft change request.
6. If the change request is validated, the technical document shall be amended.
7. If no consensus about the validation of a change request can be reached, the Agency shall submit to the Commission a recommendation to update the documents listed in Appendix I together with the draft new version of the document, the change requests and their economic evaluation and shall make these documents available on their web site.
8. The new version of the technical document with the validated change requests shall be made available at the site of the Agency. The Agency will keep the Member States informed via the Committee established in accordance with Article 29(1) of Directive 2008/57/EC.

9. If a change request would require a change of the legal text of the TAF TSI, the Agency shall send a request to the European commission to request a revision of the TAF TSI and/or request the technical opinion from the Agency.

Where change control management affects elements which are in common use within the TAP TSI (2), the changes shall be made so as to remain as close as possible to the implemented TAP TSI (2) in order to achieve optimum synergies.

- B) Appendix 1 of the Commission Regulation (EU) No 1305/2014 (TAF TSI) shall be replaced by the following text :

Appendix I

List of technical documents

The version in force of these technical documents is published on the website of the Agency.

No	Reference	Title
1	ERA-TD-100	TAF TSI — ANNEX A.5: FIGURES AND SEQUENCE DIAGRAMS OF THE TAF TSI MESSAGES
2	ERA-TD-101	TAF TSI — Annex D.2: Appendix A (Wagon/ILU Trip Planning)
3	ERA-TD-102	TAF TSI — Annex D.2: Appendix B — Wagon and Intermodal Unit Operating Database (WIMO)
4	ERA-TD-103	TAF TSI — Annex D.2: Appendix C — Reference Files
5	ERA-TD-104	TAF TSI — Annex D.2: Appendix E — Common Interface
6	ERA-TD-105	TAF TSI — Annex D.2: Appendix F — TAF TSI Data and Message Model

Annex II - Proposal for the changed chapter 7.5 of the Commission Regulation (EU) No 454/2011 (TAP TSI):

- A) Section 7.5. of the Commission Regulation (EU) No 454/2011 (TAP TSI) shall be replaced by the following text :

7.5. Change Management

7.5.1. Change Management Process

Change management procedures shall be designed to ensure that the costs and benefits of change are properly analysed and that changes are implemented in a controlled way. These procedures shall be defined, put in place, supported and managed by the Agency and shall include:

- the identification of the technical constraints underpinning the change,
- a statement of who takes responsibility for the change implementation procedures,
- the procedure for validating the changes to be implemented,
- the policy for change management, release, migration and roll-out,
- the definition of the responsibilities for the management of the detailed specifications and for both its quality assurance and configuration management.

The Change Control Board (CCB) shall be composed of the Agency, rail sector representative bodies, a ticket representative body, a passenger representative body and Member States. Such an affiliation of the parties shall ensure a perspective on the changes that are to be made and an overall assessment of their implications. The CCB ultimately shall be brought under the aegis of the European Union Agency for Railways.

7.5.2. Specific Change Management Process for technical documents published by the Agency Technical documents quoted in Chapter 4 of this TSI (except for the standards which are linked to open issues) and listed in Annex III to this Regulation are technical documents published by the European Union Agency for Railways pursuant to Article 5(8) of Directive 2008/57/EC.

The change control management for these technical documents shall be established by the Agency in accordance with the following criteria:

1. The change requests affecting the technical documents are submitted either via the member states, or via the representative bodies from the railway sector acting on a European level as defined in Article 3(2) of Regulation (EC) No 881/2004, or the ticket vendors' representative, or via the body which originally developed the specifications that were the forerunners of the technical documents.
2. The Agency shall gather and store the change requests.
3. The Agency shall present the change requests to the dedicated ERA working party, which will evaluate them and prepare a proposal accompanied by an economic evaluation, where appropriate.
4. Afterwards the Agency shall present each change request and the associated proposal to the change control board that will or will not validate or postpone the change request.
5. If the change request is not validated, the Agency shall send back to the requester either the reason for the rejection or a request for additional information about the draft change request.
6. If the change request is validated, the technical document shall be amended.
7. If no consensus about the validation of a change request can be reached, the Agency shall submit to the Commission a recommendation to update the documents listed in Appendix III

together with the draft new version of the document, the change requests and their economic evaluation and shall make these documents available on their web site.

8. The new version of the technical document and the validated change request shall be made available at the site of the Agency. The Agency will keep the Member States informed via the Committee established in accordance with Article 29(1) of Directive 2008/57/EC.
9. If a change request would require a change of the legal text of the TAP TSI, the Agency shall send a recommendation to the European Commission to request a revision of the TAP TSI and/or request a technical opinion from the Agency

Where change control management affects elements which are in common use within the TAF TSI, the changes shall be made so as to remain as close as possible to the implemented TAF TSI in order to achieve optimum synergies.

- B) Annex III of the Commission Regulation (EU) No 454/2011 (TAP TSI) shall be replaced by the following text :

Annex III

LIST OF TECHNICAL DOCUMENTS REFERENCED IN THIS TSI

The version in force of these technical documents is published on the website of the European Union Agency for Railways.

No	Reference	Title
1	B.1.	Computer generation and exchange of tariff data meant for international or foreign sales — NRT tickets
2	B.2.	Computer generation and exchange of tariff data meant for international and foreign sales — Integrated Reservation Tickets (IRT)
3	B.3.	Computer generation and exchange of data meant for international or foreign sales — Special offers
4	B.4.	Implementation guide for EDIFACT messages covering timetable data exchange
5	B.5.	Electronic reservation of seats/berths and electronic production of travel documents — Exchange of messages
6	B.6.	Electronic seat/berth reservation and electronic production of transport documents (RCT2 standards)
7	B.7.	International Rail ticket for Home Printing
8	B.8.	Standard numerical coding for railway undertakings, infrastructure managers and other companies involved in rail-transport chains
9	B.9.	Standard numerical coding of locations
10	B.10	Electronic reservation of assistance for persons with reduced mobility — Exchange of messages
11	B.30	Schema — messages/datasets catalogue needed for the RU/IM communication of TAP TSI