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User Manual for Member States Users

Single Rule Database [SRD]

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1. Introduction

1.1. About SRD

The SRD (Single Rule Database) application provides the Member States with the means to notify the national rules to the Commission, and to make them available to the public in order to improve rule accessibility.

The IT System complies with Regulation (EU) 2016/796, 797, 798 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 (Text with EEA relevance).

1.2. Definitions and Abbreviations

The general terms and abbreviations used in the present document can be found in a standard dictionary. Furthermore, a glossary of railway terms that focuses primarily on safety and interoperability terminology, but also on other areas that the Agency can use in its day-to-day activities as well as in its Workgroups for the development of future publications, is available on the Agency website (<http://www.era.europa.eu/Document-Register/Pages/Glossary-of-railway-terms.aspx>).

2. User Manual

2.1. Homepage

2.1.1. Page composition

The Single Rules Database (SRD) system has a web-based user interface and is accessible from any computer with an internet browser and network accessibility. The system features are separated into a series of web pages based on the same standard template.

The screenshot shows the SRD interface with the following sections highlighted:

- 1. Header:** Contains the European Union Agency for Railways logo, the title 'Single Rules Database (SRD) - TEST', a search bar, and user profile information (Peter Williams, BE-Notifier-SA1).
- 2a. User's Workspace:** Includes a breadcrumb 'Workspace', a 'Create new rule' button, and the title 'User's Actionable Rules'.
- 2b. User's Actionable Rules:** A table displaying a list of rules. The table has the following columns: Rule ID, Rule Content in National Reference, Rule Content in English, Category, Mandatory, Legal Status, Rule Status, and Examination Status. The table shows five rows of rules (BESA-1-1-D to BESA-5-1-D) with their respective details.

Figure 1: SRD Page – page sections

Each web page has the following sections (see Figure 1: SRD Page):

1. **Header.** This section is always visible and contains functionality that will always be available to the user, such as login, logout, messages, notifications and help options. The menu options to navigate to the different application features are also displayed here.
2. **Content.** This section contains the specific content related to the page. The content page is broken down into the sub-sections seen in Figure 1. These are:
 - a. A content sub section that contains the title of the current content, the breadcrumb(s) display of where we are in the application, and optional button control(s) for any user specific actions such as “Create new rule”.
 - b. The main content area with the detailed information displayed in a grid format with columns.
3. **Footer.** This section contains static links such as “Terms of Use”, “Help”, “Version” and “Privacy Statement”.

2.1.2. System navigation

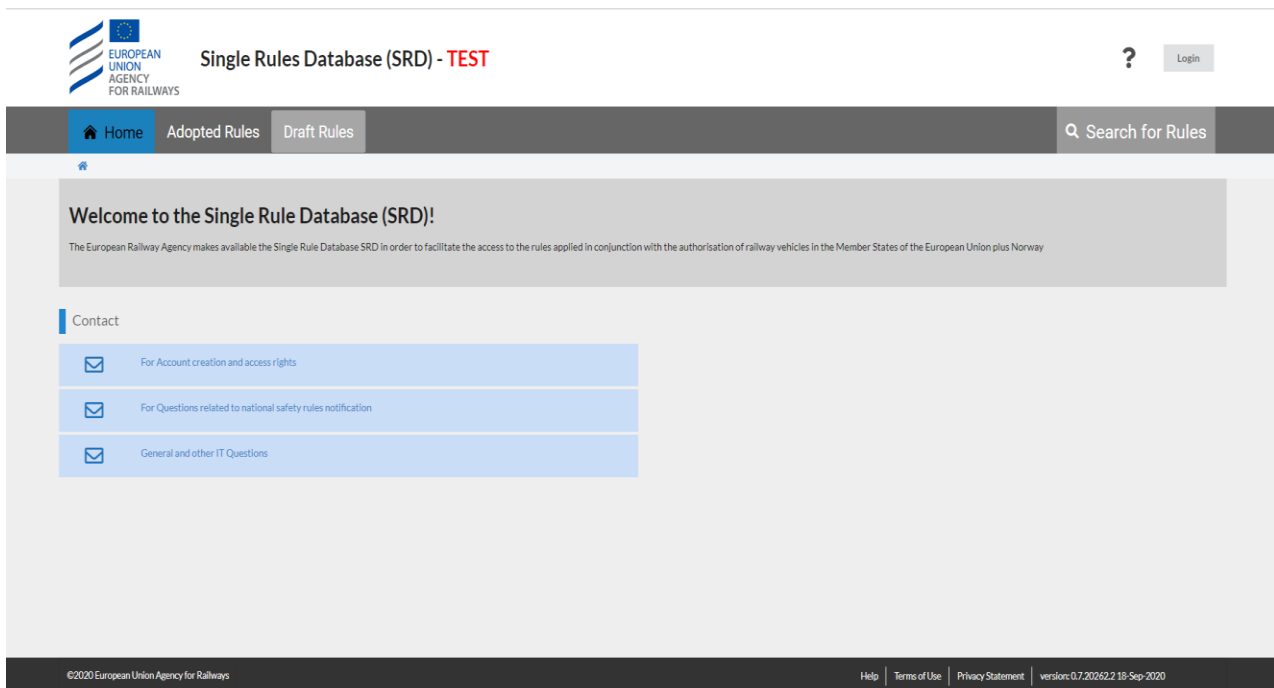


Figure 2: Homepage and navigation menu

From the SRD Homepage, users can navigate the application pages using the menu (see Figure 2). Starting from the Home page menu, the user can also navigate to the different pages for Adopted Rules and Draft Rules by clicking on the respective menu item.

2.1.3. Help

The user can access application help by clicking on the “?” icon next to the “Login” button. This will navigate the user to a separate page from where the User Manual can be downloaded.

2.2. Access to SRD

2.2.1. User profiles and permissions

All published SRD content is available for the general public. In order to create a national rule, submit a rule to examination, examine a rule or perform additional administrative actions, a user account must be used to access the system. A set of specific permissions is assigned to users by the system administrators. The set of permissions can be grouped in the following user profiles:

- **Public user:** Users that can access all published content, search for a rule but may not alter any aspect of the data in the system.
- **MS Editor:** Users that may enter new national rules on behalf of their MS. They can also flag a rule when it is ready for notification and assign it to a specific MS Notifier from their own Member State.
- **MS Notifier:** Users that may enter new national rules on behalf of their MS and submit them for examination to ERA and EC/EFTA. They can also reply to ERA's messages.
- **ERA Senior Examiner:** Users that log in on behalf of the European Union Agency for Railways and assign the tasks of examination to the Agency staff experts.
- **ERA Examiner:** Users that log in on behalf of the European Union Agency for Railways and examine the national rules.
- **EU Validator:** Users that log in on behalf of the European Commission and validate the national rules originating from the EU Member States.
- **EFTA Validator:** Users that log in on behalf of the European Commission and validate the national rules originating from the Norway or Switzerland.
- **System Administrator:** Users that can alter parameters of the SRD system.

Each user profile, depending on the given permissions, has different access to the various application modules, as summarised in the following table:

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Permission sets	System Administrator	ERA Senior Examiner	ERA Examiner	EU Validator	EFTA Validator	MS Notifier	MS Editor	Public User
View Public Rule	x	x	x	x	x	x	x	x
View Assessment before validation	x	x	x	x	x	x	x	
View Assessment after validation	x	x	x	x	x	x	x	x
Manage MS Document Library	x	x	x			x	x	
Manage Rule Content	x	x	x			x	x	
Submit Rule to Examination	x	x	x			x		
ERA Assign Rule	x	x						
ERA Examine Rule	x	x	x					
Send Preliminary or Official Position	x					x		

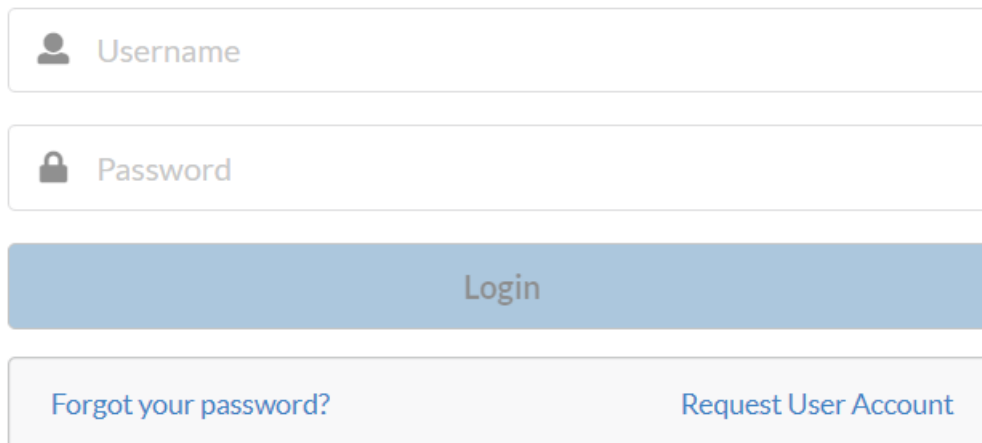
Send Official Opinion	x	x	x					
Validate EU Rule	x			x				
Validate Non-EU Rule	x				x			

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2.2.2. Log in to SRD

For users who have a registered account in SRD, to log in the application the user clicks on the “Login” button which is located on the top right in the header of the public web site. The user is then presented with the specific “Login” page (see Figure 3).

Sign in



The login page features a 'Sign in' heading. Below it are two input fields: 'Username' with a person icon and 'Password' with a lock icon. A blue 'Login' button is positioned below the password field. At the bottom, there are two links: 'Forgot your password?' and 'Request User Account'.

In order to access the functions of the SRD, you need to have an updated Google Chrome or Mozilla Firefox browser. Using other internet browsers might result in poor performance or errors.

Figure 3: Login page

When the user inputs their user name and password and clicks on Login, the page redirects to the registered user’s “My Workspace” page (see Figure 4).

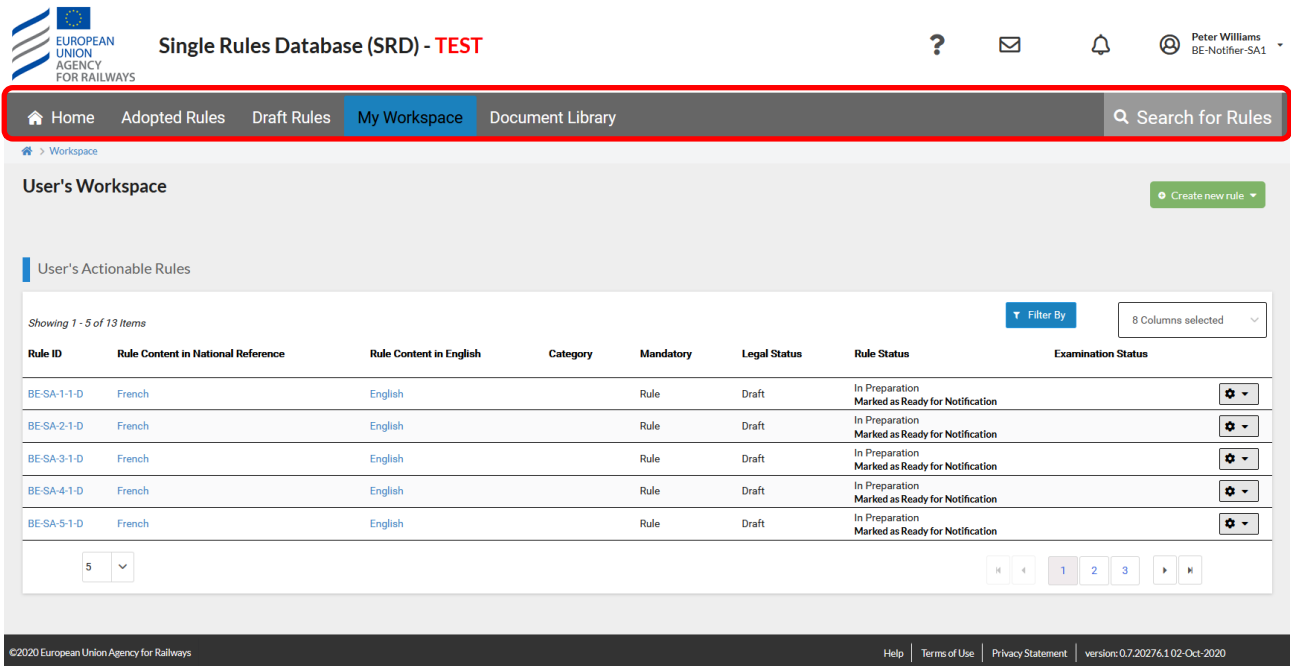


Figure 4: Registered user homepage

A registered user has access to different menu items compared to a public / non-registered user. As can be seen in Figure 4, the user can navigate from the “My Workspace” page to the “Document Library” page.

2.2.3. Forgot your password

In order to reset the account’s password, the user clicks on “Forgot your password” button (see Figure 3) and then they are redirected in another page . In this page, the user has to click the “Forgot Your Password” button that exists at the bottom left of the page. In the new directed page, the user has to provide their email address to request a password reset.

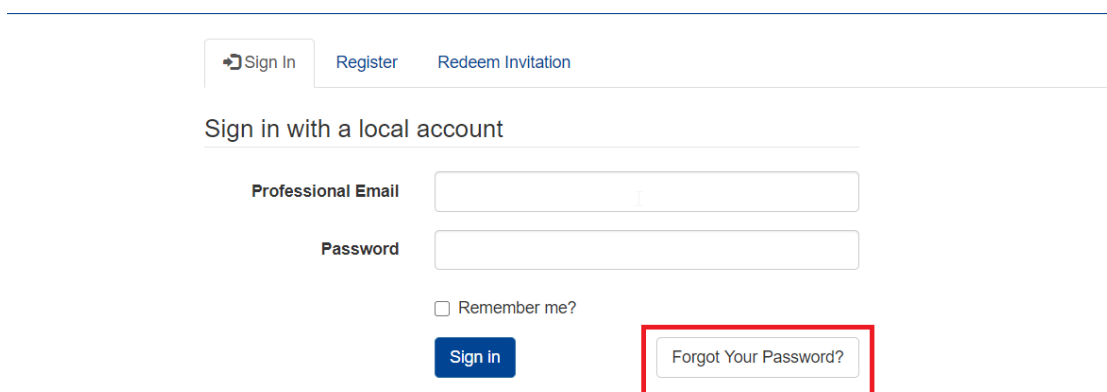


Figure 5: Password reset page

2.2.4. Request user account

In order to create a new account, the user clicks on “Request User Account” button (see Figure 3) and then, in the new directed page, they have to choose between the two options depending on their credentials, fill all the mandatory fields and click on the “Submit” button.

Request User Account

Please be aware that rules published on SRD are publicly accessible without user credentials. User credentials are only needed by Member States authorities notifying national rules, and Agency/ EC/EFTA staff involved in the examination and validation of the notified national rules. If you still need to have user credentials to SRD, please choose from:

I have user credential to ERA extranet or user credential for example to ERADIS or ERATV

I have no user credential to ERA extranet, neither credential to ERADIS or ERATV


Extranet username *

Last Name *

First Name *

E-mail *

Comments

I'm not a robot  reCAPTCHA
Privacy - Terms

Submit

Figure 6: Request user account form

2.2.5. Logout

To log out of the application, the user simply clicks on the down arrow on the account login profile in the top right of the header and selects the menu item “Logout” (see Figure 7).

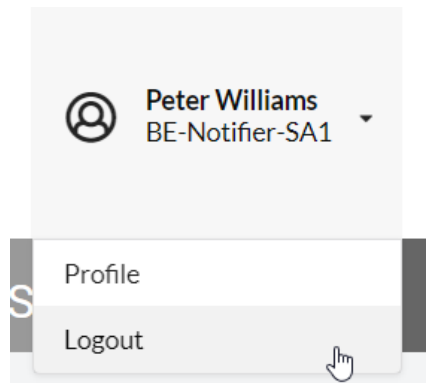


Figure 7: Registered user logout

2.3. Document Library for Member States

Each Member State has access to a separate isolated space, the Documents Library, where its users can manage their legal basis and supporting documents. These legal and supporting documents stored in the Document Library are accessible only to the specific Member State, i.e. one library per Member State.

The Document Library supports two types of documents:

- Legal Basis documents, such as decisions, acts, decrees.
- Supporting documents, such as opinion documents, technical documents, etc.

Legal and supporting documents have meta data and files attached to them.

Meta data of legal and supporting documents include things like :

Title of the document, Type of the document (Legal or Supporting document), Organisation in the Member State that issued the document, validity dates etc..

The legal and supporting documents are the basis of national rules. National rules have their contents in the legal documents.

In order to submit a rule for examination, at least one legal document must be attached to this rule. Several legal and supporting documents can be attached to one national rule.

In the rest of the chapters in this user manual, document will refer to legal or supporting document.

2.3.1. View documents

In order to view the documents of a Member State, users from this Member State must log in to SRD, have the necessary permissions and click on the menu "Document Library".

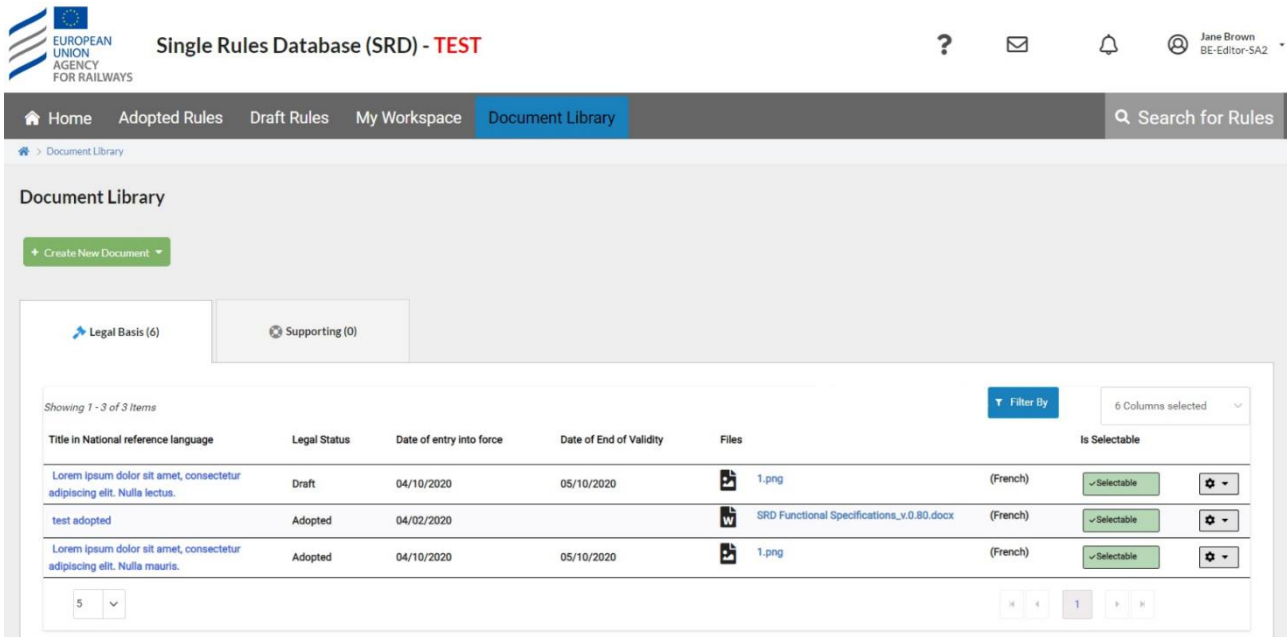


Figure 8: Document Library main page

The grid of documents right above, displays all the documents that the Member State has. The grid is split into two tabs based on the type of the document; Legal Basis and Supporting. Each tab illustrates the number of the saved documents of this type.

Filter documents: The user has the option to filter the documents displayed in the grid by selecting the button “Filter by” (see Figure 9).

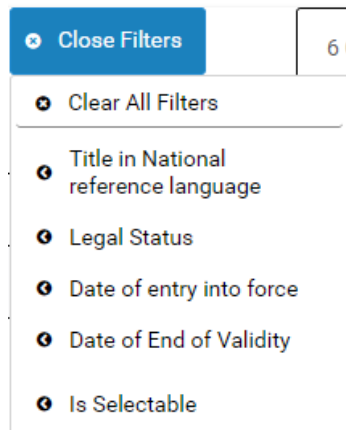


Figure 9: Filter by tab

Select columns: The screen below shows how the user can personalize the columns of the Document Library grid, by adding new columns or removing the default columns.

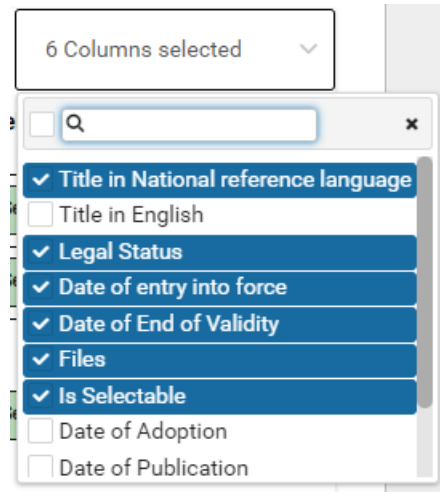


Figure 10: Columns Tab

The user can select to add one or more or even all columns, but it is advised, for presentation reasons, to limit the number of columns displayed.

Available actions from the grid: Each row of the grid represents a document saved in the Document Library. Based on the state of the document, the system allows the user to take specific actions from the Document Library grid.

A document **Is Selectable** (i.e. the document can be attached to a national rule).

If the document is **Non Selectable** and it is not linked with any national rule(s), the user can:

- **View the Document:** This action redirects the user to the Document Form in view mode. If the user wants to edit the details, they need to select the “Edit Details” button.
- **Edit the Document Details:** This action redirects the user to the Document Form in edit mode, hence the user can directly edit the Document Details.
- **Activate the Document:** This action changes manually the “Non Selectable” status of the document to “Selectable”, allowing the document to be linked to a national rule. This action is only available if the mandatory fields of the document form are filled.
- **Delete the Document:** This action deletes permanently the document from the Document Library.

If the document is **Non Selectable** with links to “Under ERA Examination” national rule(s), the user cannot edit or delete the document but they can still:

- **View the Document:** This action redirects the user to the Document Form in view mode. The user can still add new links to national rules.
- **Activate the Document:** This action changes manually the “Non Selectable” status of the document to “Selectable”, allowing the document to be linked to a national rule.

If the document is **Selectable** with no links or with links to “In Preparation” national rule(s):

- **View the Document:** This action redirects the user to the Document Form in view mode. If the user wants to edit the details, they need to select the “Edit Details” button.
- **Edit the Document Details:** This action redirects the user to the Document Form in edit mode, hence the user can directly edit the Document Details or link the document to a national rule.
- **Delete the Document:** This action deletes permanently the document from the Document Library.
- **Deactivate the Document:** This action changes manually the “Selectable” status of the document back to “Non Selectable”.

If the document is Selectable with links to “Under ERA Examination” national rule(s), the user cannot edit or delete the document but they can still:

- **View the Document:** This action redirects the user to the Document Form in view mode. The user can still add new links to national rules.
- **Deactivate the Document:** This action changes manually the “Selectable” status of the document back to “Non Selectable”, forbidding the document to be linked to a new national rule. The existing links to rules “Under ERA Examination” remain.

2.3.2. Create a new document

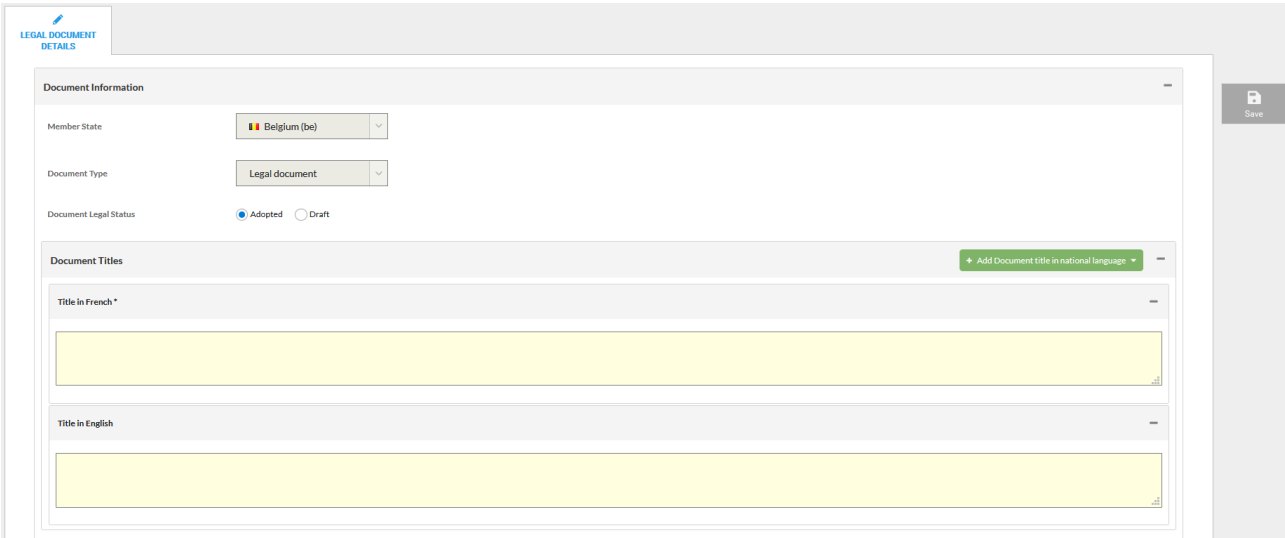
When the user selects to register a new document in the Document Library, they must click the

 . The user must specify the type of the document before entering the Document

form, by selecting:

- “Legal Basis” or
- “Supporting”

The new Document form will be presented to the user as seen in Figure 11 for Legal Basis documents and as seen in Figure 12 for Supporting documents. The user must fill in at least all the mandatory fields, which are highlighted with asterisk (*), and save the document, before linking the rule to a national rule. Among the mandatory fields, it is required to upload at least one file, however the user has the option to upload more files. For each file, the user must specify the file’s language(s).



The screenshot shows a web form for entering legal document details. It is organized into several sections:

- Metadata:** Fields for 'Issuing body' and 'Publication body' (both dropdown menus with 'Please select'), 'Legal form' (dropdown with 'Please select'), and 'Published Document ID' (text input).
- Dates:** A section with four date pickers: 'Date of Adoption', 'Date of Entry into Force', 'Publication Date', and 'Date of End of Validity'.
- Files:** A section titled 'Files' containing:
 - File upload rules:** A box listing supported file extensions (msg, tiff, bmp, eml, gif, avi, mov, jpeg, jpg, zip, xlsx, wmv, rar, rtf, fodp, fods, png, fodt, docx, pptx, mp4, txt, flv, pdf, ppt, doc, odp, xls, odt, ods) and a maximum file size of 2048MB.
 - Drop zone:** A large dashed box with an upload icon and the text 'Drop your file(s) here or click the button to browse'.
 - Buttons:** A 'Choose file(s)...' button and an 'OR' separator.
 - Status:** A message 'No Files uploaded' with a red error icon.

A 'Save' button is located on the right-hand side of the form.

Figure 11: Legal document details form

The screenshot shows a web form titled 'SUPPORTING DOCUMENT DETAILS'. It includes the following sections:

- Document Information:** Fields for 'Member State' (dropdown showing 'Belgium (be)') and 'Document Type' (dropdown showing 'Supporting document').
- Document Titles:** A section with a '+ Add Document title in national language' button and two text input fields:
 - 'Title in French': A large yellow text area.
 - 'Title in English': A large yellow text area.

A 'Save' button is located on the right-hand side of the form.

The form is titled 'Supporting document details form'. It contains the following sections:

- Issuing body:** A dropdown menu with 'Please select'.
- Publication body:** A dropdown menu with 'Please select'.
- Published Document ID:** A text input field.
- Dates:** A section with four date pickers:
 - Date of Adoption
 - Publication Date
 - Date of Entry into Force
 - Date of End of Validity
- Files:** A section with:
 - File upload rules:** A box listing supported file extensions (msg, tiff, bmp, emf, gif, avi, mov, jpeg, jpg, zip, xls, wmv, rar, rtf, fodp, fods, png, fodt, docx, pptx, mp4, txt, flv, pdf, ppt, doc, odp, xls, odt, ods) and a maximum file size of 2048MB.
 - Drop your file(s) here or click the button to browse:** A dashed box with an upload icon.
 - Choose file(s)...:** A button to select files from the device.
 - No Files uploaded:** A message with a red 'X' icon.
- Save:** A button on the right side of the form.

Figure 12: Supporting document details form

If the document is saved with all mandatory fields, including a file, the document is automatically flagged as “Selectable” and the user can attach it thereafter to one or more national rules. In case a mandatory field is missing or no file has been uploaded yet, the document is in “Non Selectable” state and cannot be linked to a national rule.

2.3.2.1. Add a new Legal-Basis Document

The form included in the “Document Details” tab for Legal Basis document, contains the following fields:

- **Member State : automatically filled in**
- **Document Type : automatically filled**
- **Document Legal Status:** Adopted or Draft : user has to select one of these two options
- **Document Titles : User has to add at least a title in national language**
- **Issuing body:** this field is optional the organization
- **Legal Form : mandatory**
- **Publication body :optional**
- **Published Document ID : optional**
- **Date of Adoption : mandatory in case the type of the document is adopted legal document**
- **Date of Entry into Force : mandatory in case the type of the document is adopted legal document**
- **Publication Date : mandatory in case the type of the document is adopted legal document**
- **Date of End Of Validity : optional**
- **Files : mandatory for the document to be linked to national rules**

Document Information

Member State: Belgium (be)

Document Type: Legal document

Document Legal Status: Adopted Draft

Document Titles

+ Add Document title in national language

Title in French

Title in English

Figure 13: Document page - Legal-Basis document details tab

2.3.2.2. Add a new Supporting Document

The form included in the “Document Details” tab for Supporting documents, contains the following fields:

- **Member State** : automatically filled in
- **Document Type** : automatically filled
- **Document Titles** : User has to add at least a title in national language
- **Issuing body**: this field is optional
- **Legal Form** : mandatory
- **Publication body** :optional
- **Published Document ID** : optional
- **Date of Adoption** : optional
- **Date of Entry into Force**: optional
- **Publication Date** : optional
- **Date of End Of Validity** : optional
- **Files** : mandatory, if user wants to attach this document to national rules

The screenshot displays the 'Supporting Document Details' page. At the top, there is a navigation bar with 'Home', 'Adopted Rules', 'Draft Rules', 'My Workspace', and 'Document Library' (highlighted). A search bar on the right contains 'Search for Rules'. Below the navigation, the breadcrumb path is 'Document Library > New Supporting Document'. The main content area is titled 'SUPPORTING DOCUMENT DETAILS' and contains a form with the following sections:

- Document Information:** Includes a 'Member State' dropdown menu set to 'Belgium (be)' and a 'Document Type' dropdown menu set to 'Supporting document'.
- Document Titles:** Includes a '+ Add Document title in national language' button and two text input fields: 'Title in French' and 'Title in English', both of which are currently empty.

A 'Save' button is located on the right side of the form. The footer of the page contains copyright information: '©2020 European Union Agency for Railways', and links for 'Help', 'Terms of Use', 'Privacy Statement', and the version number 'version: 0.7.20262.4 18-Sep-2020'.

Figure 14: Document page - Supporting document details page tab

2.4. National Rules for Member States

Member State users can access their national rules through:

- their Workspace
- their Alerts
- their Messages
- or the email notification sent to their registered email addresses.

2.4.1. My workspace

The Workspace screen is the landing screen that a user from a Member State will see right after they log into the system with their credentials. The “Home” screen remains available at all times, but the Workspace contains all required information to help the logged-in user perform their tasks on behalf of the Member State, which are to:

- create a new national rule
- edit a rule that they have been preparing
- delete a rule that they have been preparing
- when the rule is complete, mark the rule as ready for notification
- submit the rule to the examination
- notify rules

- reply to ERA’s negative assessment
- reply to ERA’s negative official opinion

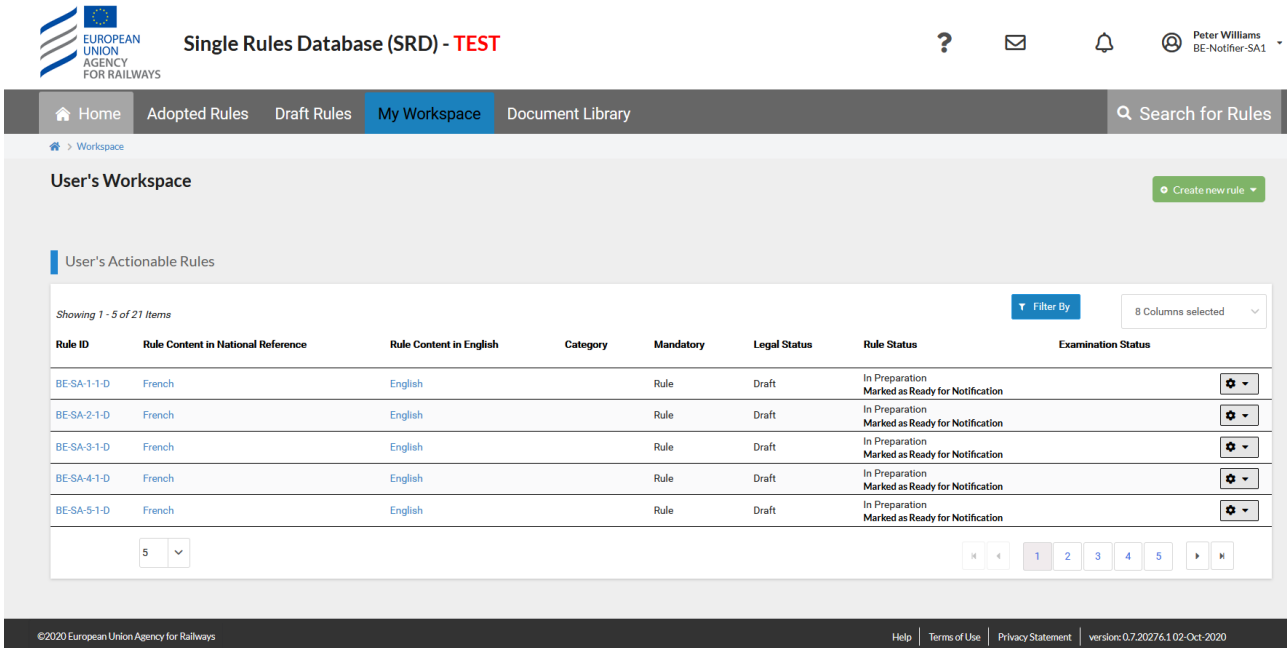


Figure 15: My Workspace

At the middle of the screen, as presented in Figure 19, the list of “User’s Actionable Rules” displays by default all the rules that the user has to take an action for.

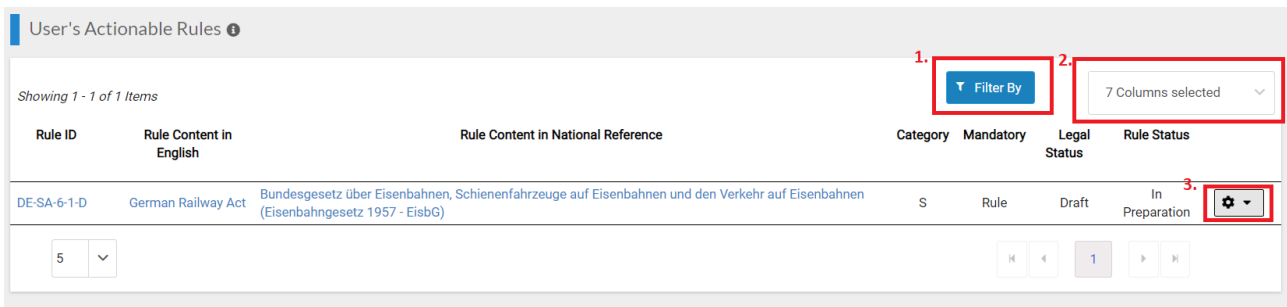


Figure 16: My Workspace – User’s Actionable Rules

Filter by: The user has the option to filter the documents displayed in the grid by selecting the button “Filter by” (see Figure 20).

Select columns: The screen below shows how the user can personalize the columns of the “User’s Actionable Rules” grid, by adding new columns or removing the default columns.

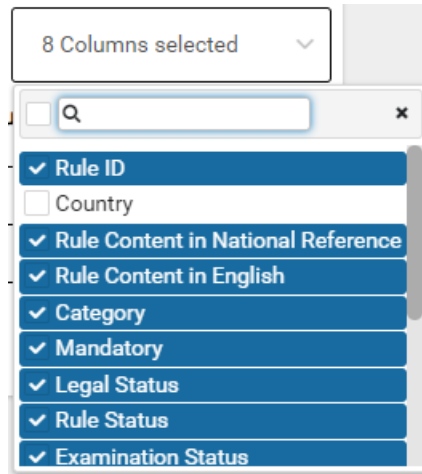


Figure 17: Columns Tab

Available actions from the grid: Each row of the grid represents a national rule currently assigned to this user. Based on the status of the rule, the system allows the user to take specific actions from the grid by clicking on the gear icon as illustrated in Figure 22.

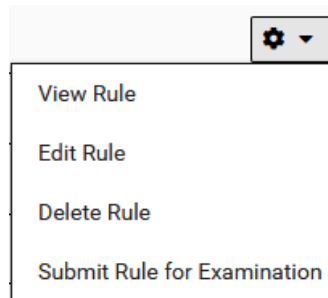


Figure 18: My Workspace - Available actions

If the rule is “In Preparation” status, the user can:


- **View Rule:** This action redirects the user to the Rule Form in view mode. If the user wants to edit the details, they need to select the “Edit Details” button.
- **Edit Rule:** This action redirects the user to the Rule Form in edit mode, hence the user can directly edit the Rule Details.
- **Delete Rule:** This action deletes permanently the rule for the Member State.
- **Submit Rule for Examination:** This action is available only to users who have the permission to notify rules. The action becomes available when all the mandatory fields of the rule are filled.

If the rule is “Under Examination” status, the user can:

- **View Rule:** This action redirects the user to the Rule Form in view mode.

2.4.2. My alerts

During the examination process (examination and validation) of a National Rule, the SRD system allows the originating Member State, the Agency and the European Commission or EFTA to receive system alerts. The alerts are the automated notifications, which are sent by the system and are triggered by every major action concerning the examination, such as the submission of a new draft or adopted national rule etc.

When a user is logged into the system, a bell icon  is displayed on the top menu, next to their username. The objective of this icon is to list the system alerts and notify the user whenever a major action or a new task is assigned to the Member State. The number displayed on the bell icon represents the user's unread alerts. To view the alerts, the user must click on the icon. A menu opens and displays the latest alerts sent by the system to this user.

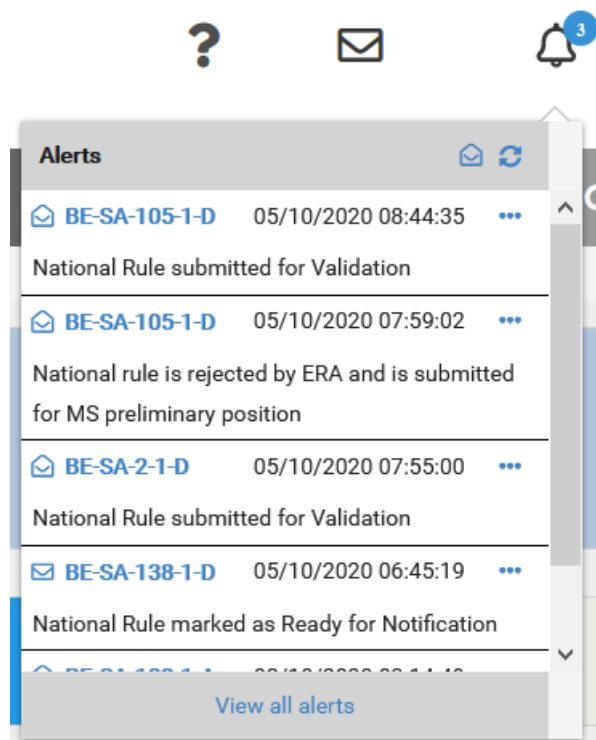

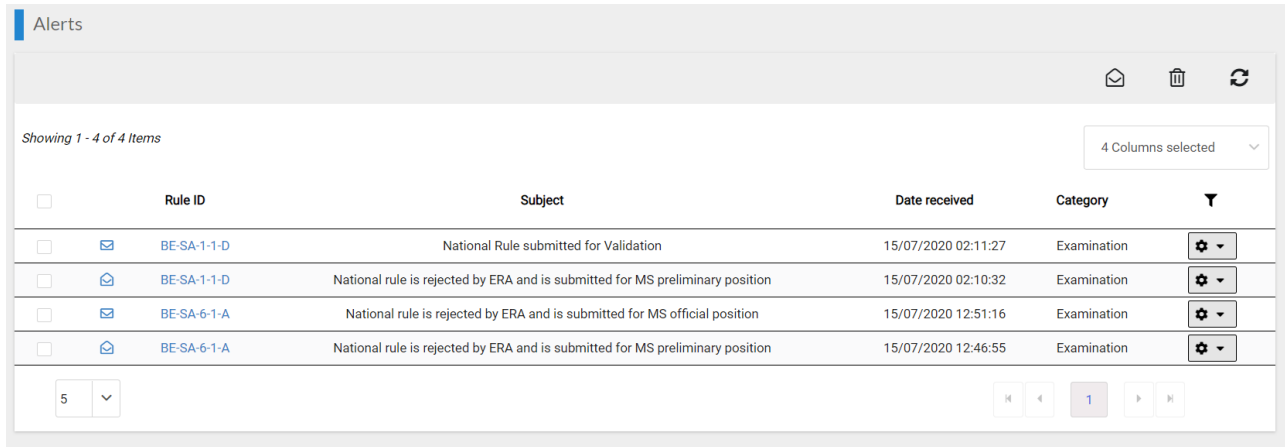


Figure 19: Alerts top icon menu

Each alert displays:

- the ID of a national rule, which provides a direct link to the Rule form;
- a timestamp, of when the action took place;
- a short message, that informs the user of the type of action.

To view all read and unread alerts sent to this user, the user must click on the button located in the bottom of the menu . The user is redirected to a new page, where they can view and manage their alerts. They can delete, mark an alert as read/unread or access the related rule through the Rule ID link.




<input type="checkbox"/>	Rule ID	Subject	Date received	Category	
<input type="checkbox"/>	BE-SA-1-1-D	National Rule submitted for Validation	15/07/2020 02:11:27	Examination	
<input type="checkbox"/>	BE-SA-1-1-D	National rule is rejected by ERA and is submitted for MS preliminary position	15/07/2020 02:10:32	Examination	
<input type="checkbox"/>	BE-SA-6-1-A	National rule is rejected by ERA and is submitted for MS official position	15/07/2020 12:51:16	Examination	
<input type="checkbox"/>	BE-SA-6-1-A	National rule is rejected by ERA and is submitted for MS preliminary position	15/07/2020 12:46:55	Examination	

Figure 20: Alerts page

2.4.3. My messages

During the examination process (examination and validation) of a National Rule, the SRD system allows the originating Member State, the Agency and the European Commission or EFTA to exchange messages regarding a particular rule.

When a user is logged into the system, a message icon  is displayed on the top menu, next to the alerts icon. The objective of this icon is to list the messages and notify the user whenever there is an unread message. The number displayed on the message icon represents the user's unread messages. To view the messages, the user must click on the icon. A menu opens and displays the latest messages sent by others to this user.

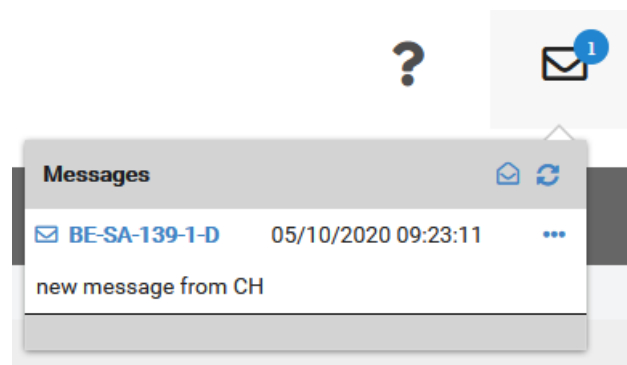
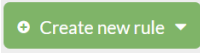


Figure 21: Messages top icon menu

Each message displays:

- the ID of a national rule, which provides a direct link to the Rule form;
- a timestamp, of when the message was sent to the user;
- a short message, that informs the user of the message subject.

2.4.4. Create a new Safety rule in SRD

The web application allows the Member States to register new draft or adopted national rules using an online electronic form. The recording of a rule can be initiated in the user's Workspace from scratch through the button  .


When the user selects to register a new national rule, they must click the  button and specify the category of the rule before entering the Rule form, by selecting "Safety" from the drop-down list. The selection of the category is a definite action and cannot change during the lifecycle of the national rule. An empty Rule form is presented to the user as seen in Figure 27.



Figure 22: Create new Safety rule button

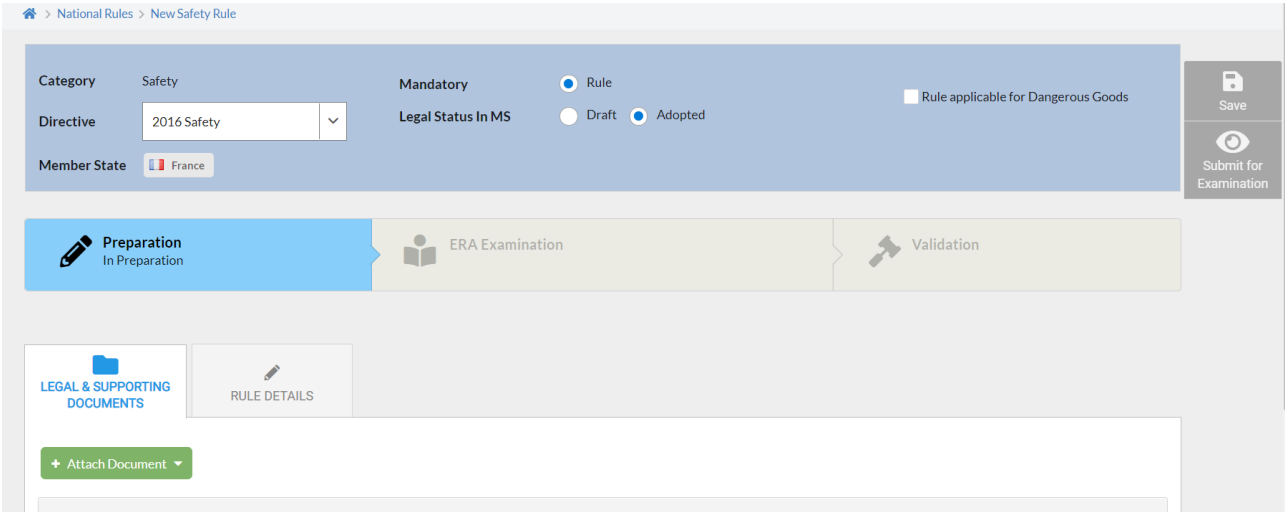


Figure 23: Safety rule form

The new national rule can be saved and edited multiple times before submission for notification/examination. When the user has filled in all the mandatory fields in "Rule Details" tab, which are highlighted with asterisk (*), and attached at least one Legal Basis document in "Legal & Supporting Documents" tab, the relevant button "Mark as Ready for Notification" or "Submit for Examination" is activated. The national rule is ready to either be marked as Ready for Notification or be directly submitted for Examination.

2.4.4.1. Add rule general data

User must select the legal status of the rule. The legal status can be Draft or Adopted.

If user can select whether the rule is applicable for dangerous goods.

Category: Safety

Directive: 2016 Safety

Member State: France

Mandatory: Rule

Legal Status In MS: Draft Adopted

Rule applicable for Dangerous Goods

2.4.4.2. Attach a Document to the Rule

The second step is to attach to the new rule the documents (legal and optionally supporting documents) that contain the scope and content of the rule.

Single Rules Database (SRD) - TEST

Home Adopted Rules Draft Rules My Workspace Document Library Search for Rules

National Rules > New Safety Rule

Category: Safety

Directive: 2016 Safety

Member State: Belgium

Mandatory: Rule

Legal Status In MS: Draft Adopted

Rule applicable for Dangerous Goods

LEGAL & SUPPORTING DOCUMENTS

RULE DETAILS


+ Attach Document

Legal documents (0 item) +

Supporting documents (0 item) +

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Figure 24: Safety rule form – Legal & Supporting Documents tab

The user must click on the button  and specify the type of the document, between “Legal Basis document” and “Supporting document” before the modal window opens to attach a document to the rule.

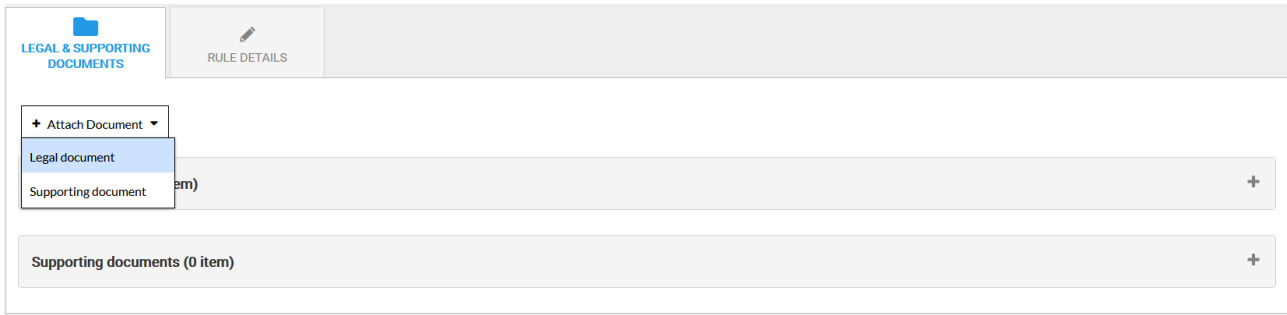


Figure 25: Safety rule form – Attach document button

When the modal window opens, the user needs to identify the document they want to attach.

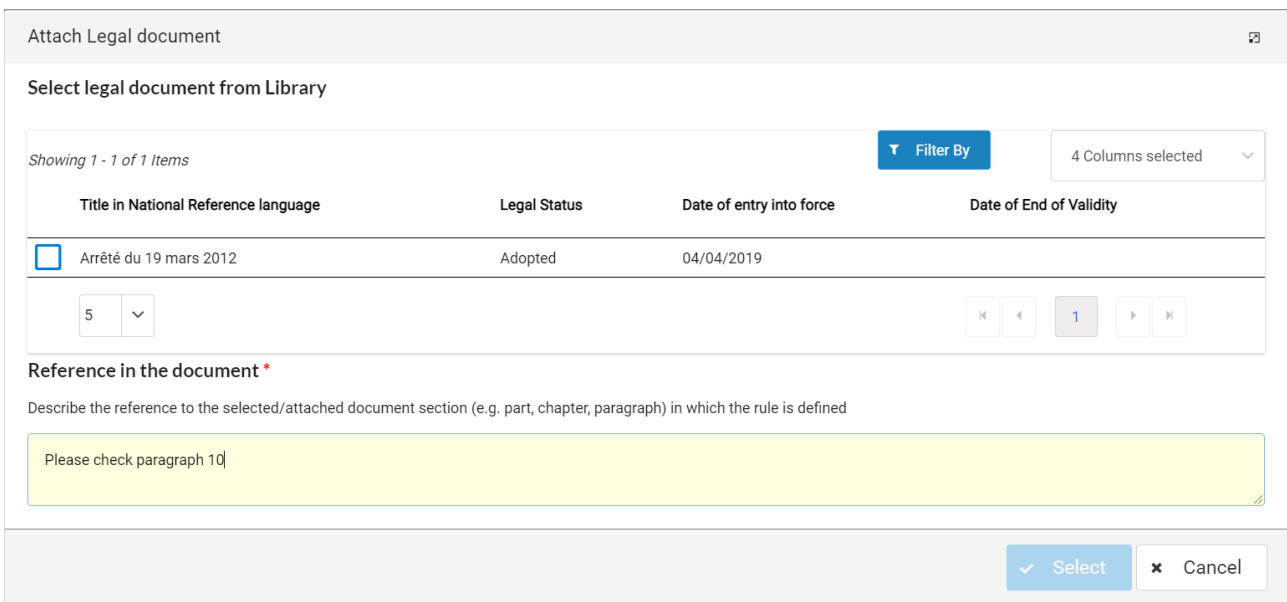


Figure 26: Safety rule form – Attach document modal window

The above window will display all legal documents stored in the Document Library that have all mandatory fields filled in and that have the legal status (adopted or draft) the same as the legal status of the rule

Additionally, if the user is trying to add a Legal document in a draft national rule, they have the option to attach adopted documents as well, if they select the checkbox **Include adopted documents in the list** available on top of the grid.

The user has again the option to filter the documents displayed in the grid by selecting the button “Filter by” and/or personalize the columns displayed in the grid via the button “Columns”, by adding new columns or removing the default ones.

When the user identifies the document they want to attach, they need to select the document by checking the relevant checkbox. The user must also describe the reference to the attached document section (e.g. part, chapter, paragraph) in which the rule is defined. The field is available at the bottom of the modal window. After adding the reference to the document, the user is ready to save the attachment and the window closes.

2.4.4.3. Add Rules details

The third step is to complete the Rule Details.

The form included in the “Rule Details” tab, contains the following fields:

- **Rule Content:** The user must fill in the content of the rule in the official language(s) of their Member State and in English.
- **Date of Adoption:** The user indicates the date when the rule was or will be adopted. The date is optional if the rule is draft.
- **Date of Entry into Force:** The user indicates the date when the rule was or will enter into force. The date is optional if the rule is draft.
- **Date of End of Validity:** The user indicates the date when the rule has or will expire. The date is optional.
- **To what the rule is applicable:**
 - The user must select one or more values. At least one is required.
 - If a value is selected, the mutually exclusive radio buttons “Entirely” and “Partially” become visible. A selection is mandatory.
 - If “Partially” is selected, the text field “Please verify” becomes visible and mandatory.
 - If the value "Other" is selected, a text field “Please specify” is presented directly and is mandatory to fill in.
- **Rule Type and Scope:** The user must select the type and scope of the rule.
- **Rule Justification:** The section is mandatory for both adopted and draft rules.
 - The user must explain the circumstances in the relevant text field
 - and optionally upload one or more files to justify the rule.

The screenshot shows the 'Rule Details' tab of the Safety rule form. The form is organized into several sections, each with a plus sign on the right for expansion. The sections are: 'Rule Content' (with a sub-section for 'Add content in national language'), 'Rule content in French *', 'Rule content in English *', 'Dates', 'To what the rule is applicable *', 'Rule Type and Scope', 'To whom is the rule applicable *', and 'Rule Justification'. On the right side, there are buttons for 'Save' and 'Submit for Examination'. The footer of the page includes the text: '©2020 European Union Agency for Railways', 'Help | Terms of Use | Privacy Statement | version: 0.7.202624 18 Sep 2020'.

Figure 27: Safety rule form - Rule Details tab

User can save the rule any time.

If all mandatory fields are filled in, and at least one legal document is attached to the rule and the user has the appropriate permissions, the rule can be notified/submitted for examination.

2.5. Examination/Notification of National Rules for Member States

The system allows the Member States to notify an adopted and submit a draft national rule to examination electronically. The action of submission initiates the notification/examination process, i.e. the examination by ERA and the subsequent validation by the European Commission or EFTA, in the case of non-EU countries.

2.5.1. Mark a rule as ready for notification

In certain Member States, there are different organisations or different users with different roles involved in the preparation and notification of national rules.

In such a case a user (Rule Editor) from an organisation prepares (i.e. enters details of the rule in SRD), then when the rule is complete in SRD, then he/she assigns the rule to other user(s) (Rule Notifiers) from the same or other organisation for notification.

A user with permissions to add or edit a national rule should be able to flag a rule in preparation when it is ready for notification. Subsequently, the user has to assign the rule to another user from the same Member State, who has the permission to submit this rule for examination.

When the user has inserted all mandatory data for the national rule, the button is enabled and the user can use it to flag and assign the rule (Figure 40). Otherwise, the user can see the button but the action is not yet available (Figure 39).

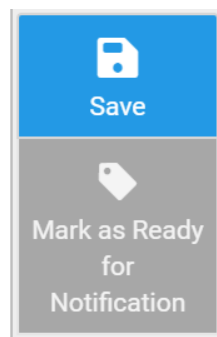


Figure 28: Mark as Ready for Notification - Disabled button

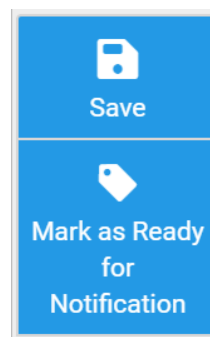


Figure 29: Mark as Ready for Notification - Enabled button

If the user clicks on the button, a modal window opens and the user has to assign the rule to one or more users from the list.

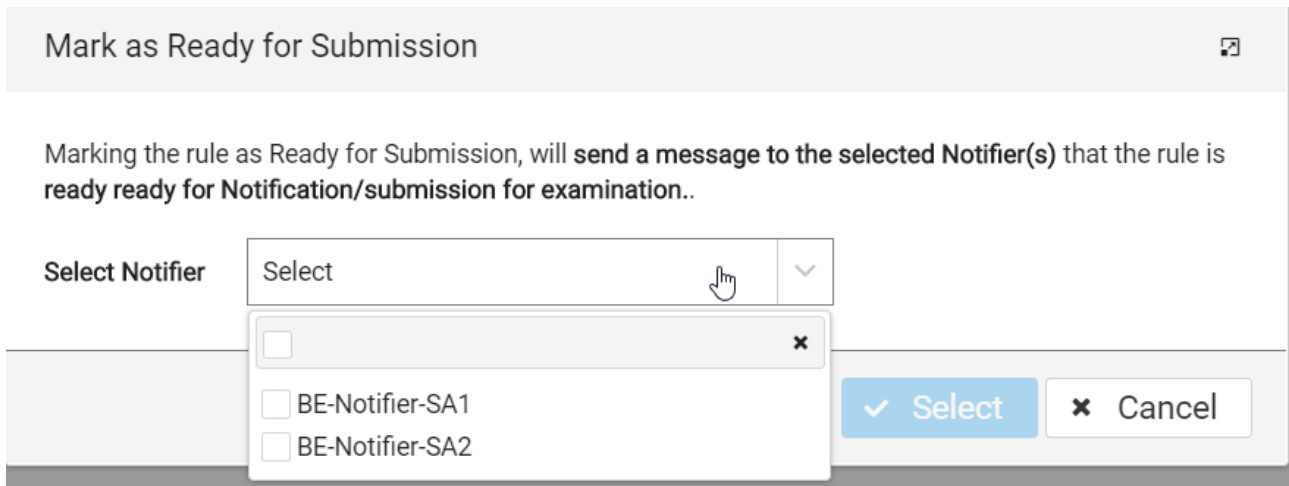


Figure 30: Assign submission to a Notifier

Upon marking the rule as ready for notification, the selected Notifier is notified of the ready rule, through an email notification and an alert within the system, and can proceed with the submission of the rule.

2.5.2. *Submit a rule to examination*

A user with the permission to notify rules, can create a new rule fill all the mandatory fields and submit it for examination. Alternatively, they can find a rule marked as ready for examination in their workspace, alerts or in their email outside of the system and submit it for examination. The user has the option to edit the rule before submitting it for examination.

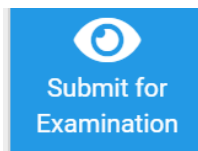


Figure 31: Submit Rule - Button

At the time of submission of the rule, a modal window opens and the Member State can provide additional information, in form of a text comment, as well as additional contacts.

Submission for Examination of the rule

Comment

Additional Contacts

<input type="checkbox"/>	Username	First Name	Last Name
<input type="checkbox"/>	BE-Editor-SA1	Jane	Williams
<input type="checkbox"/>	BE-Editor-SA2	Jane	Brown
<input type="checkbox"/>	BE-Notifier-SA2	Peter	Williams

5

Submit Cancel

Figure 32: Submit Rule - Modal window

During the ERA examination process, the user can add one or more contacts or remove them. These contacts will then also receive alerts and messages. The user that has submitted the national rule remains however the primary contact person and the person considered responsible for the national rule for the given Member State.

EUROPEAN UNION AGENCY FOR RAILWAYS

Single Rules Database (SRD) - TEST

Peter Williams
BE-Notifier-SA1

Home Adopted Rules Draft Rules My Workspace Document Library Search for Rules

National Rules

Category	Safety	Mandatory	Rule
Directive	2016 Safety	Legal Status In MS	Draft
Member State	Belgium		

Preparation Completed
Rule submitted for examination on 08/10/2020

ERA Examination
Under ERA Examination

Validation

Create Working Copy

Add Additional Contacts

Figure 33: Add Additional Contacts button

Once the examination process has been initiated, the national rule has been transmitted from the Member State to ERA. The ERA, EC or EFTA and any additional contacts, added by the Notifier, are informed of the submitted rule.

Alerts

BE-SA-10-1-D 17/07/2020 08:44:53

National Rule submitted for Examination

Figure 34: Submit Rule – Alert

The national rule is also made publicly available with status “Under Examination”. A process diagram is displayed within the Rule form that presents the exact step of the process.

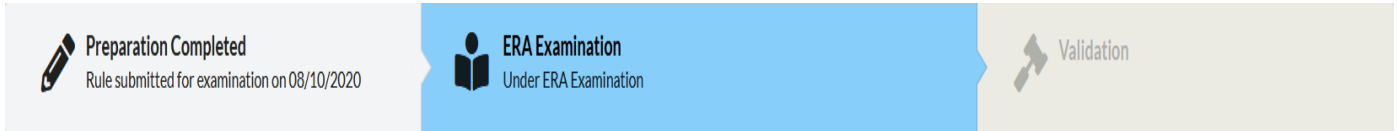


Figure 35: Examination process bar – “Under Examination” sub-status

After submission, ERA can assign the rule to a specific Examiner and start the examination process officially.

2.5.3. Message tab during examination/validation process

During the examination or validation process, the user has the option to exchange messages with the ERA or EC/EFTA through the “Message” tab (see Figure 49).

The “Message” tab becomes available for the Member State when the rule is in “Under Examination”.

Messages can be exchanged between MS (Notifier and additional contacts) and ERA (Senior examiner and assigned Examiner) when the rule is in one of the following Examination statuses:

- Under ERA examination
- Rule negatively assessed and waiting for MS preliminary position
- Rule Negatively assessed and waiting for ERA official opinion

Messages can be exchanged between MS (Notifier and additional contacts) and EC or EFTA when the rule is Under Validation.

The user can click on the “Send New Message to” button and then a popup window will appear where the user has to fill the subject and message fields in order to send a message (see Figure 50).

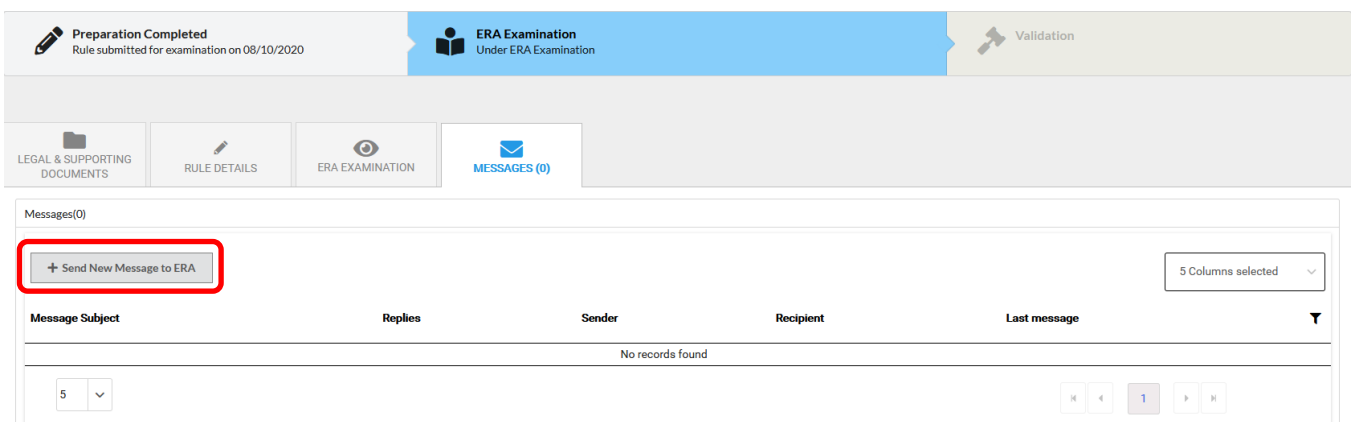


Figure 36: Message Tab

Send new message ✖

Subject *:

Message *:

Figure 37: Popup message window

The user can view a message by clicking on the Message subject(see Figure 51). The new page displays all the messages related to this communication thread (see Figure 52).

Preparation Completed
Rule submitted for examination on 08/10/2020

ERA Examination
Under ERA Examination

Validation

LEGAL & SUPPORTING DOCUMENTS

RULE DETAILS

ERA EXAMINATION

MESSAGES (2)

Messages(2)

+ Send New Message to ERA
5 Columns selected

Message Subject	Replies	Sender	Recipient	Last message
test 123 on Thu, October 8, 2020, 1:32	0	ERA	BE	Thu, October 8, 2020, 1:32 by ERA
test 123 on Thu, October 8, 2020, 1:31	0	BE	ERA	Thu, October 8, 2020, 1:31 by BE

5
⏪ 1 ⏩

Figure 38: Messages tab – View a message thread

The user can click on “Reply” button and Reply to the message thread (see Figure 52). After that, a popup window will appear where the user has to fill the “reply message” field in order to send a reply (see Figure 53).

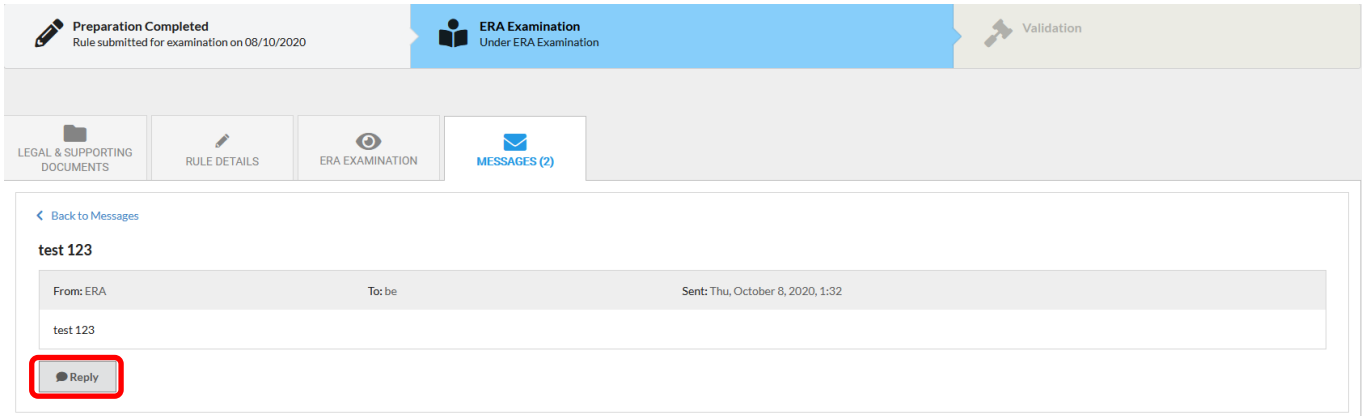


Figure 39: View a message thread – Reply button

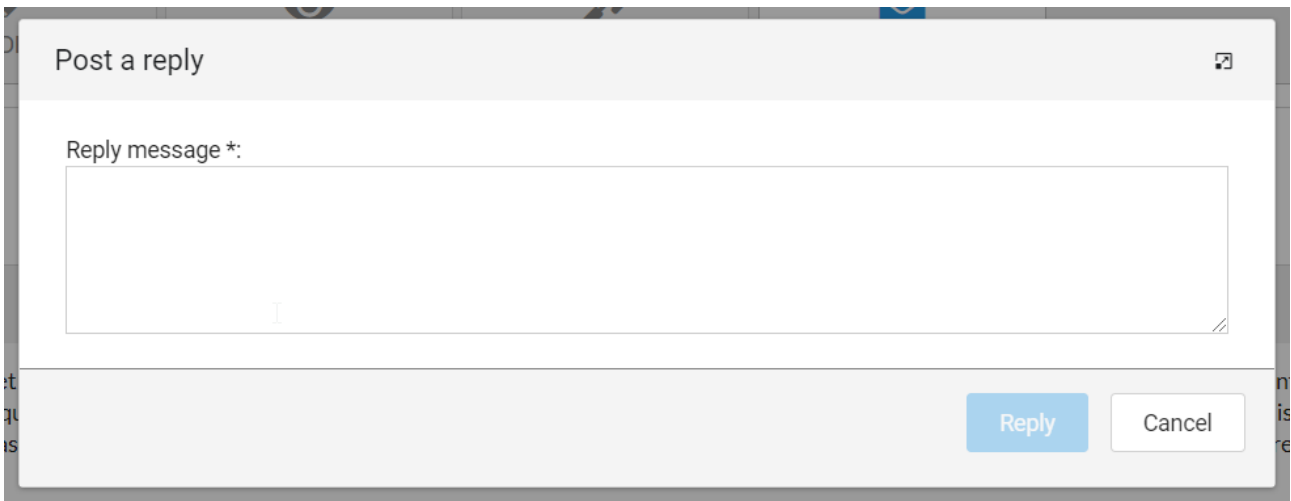



Figure 40: Popup reply window

Once the ERA examination is completed, no more messages can be exchanged between the Member State and ERA but the user is still able to see them.

Once the validation result is submitted, no more messages can be exchanged between the Member State and EC/EFTA, but the user is still able to see the messages exchanged between the Member State and ERA or the EC/EFTA.

The user has the option to search their messages by clicking on the  button under the “column selection” button (see figure 54).

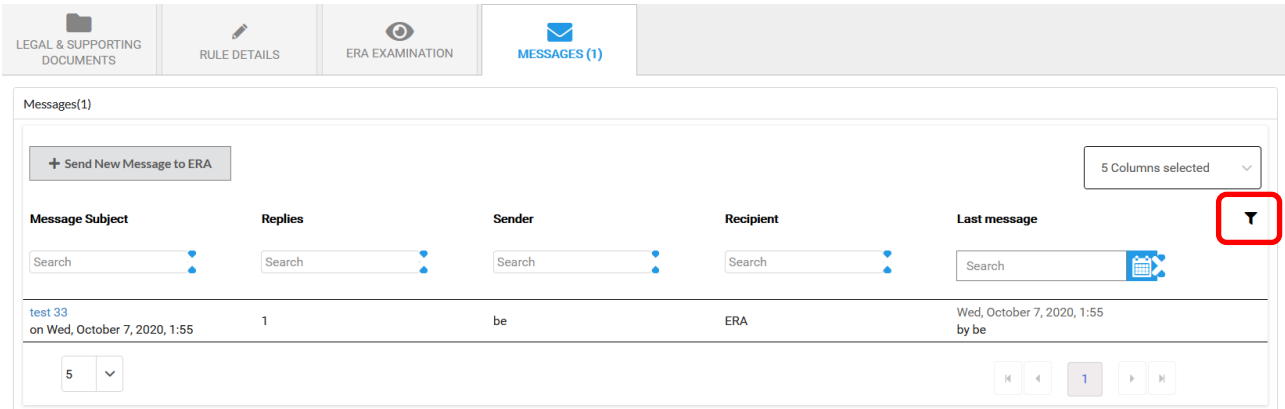


Figure 41: Message search grid

2.5.4. Waiting for Preliminary MS Position

If the ERA examination result is a negative decision, the MS is requested to state its position. The EC or EFTA and the originating MS are informed of the negative ERA examination assessment through an email or a system alert.

The process diagram within the Rule Form is also updated with the latest feedback from the Agency.

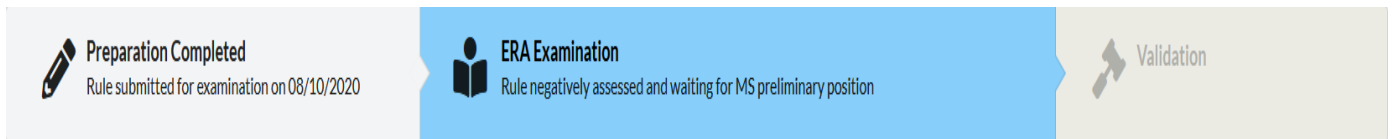


Figure 42: Examination process bar – “Rule negatively assessed and waiting for MS preliminary position” sub-status

Subsequently, the Member State has two months to take one of the following actions:

- either withdraw the rule from the examination process and submit a new corrected version, by accepting ERA’s negative assessment
- or refuse ERA’s rejection and provide their preliminary position.

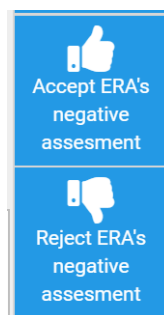


Figure 43: Accept or Reject ERA’s negative assessment

If no response by the MS is forthcoming, the flow goes directly to validation by EC or EFTA.

2.5.4.1. Accept ERA's Negative Assessment and Withdraw

If the MS accepts ERA's negative assessment, the user needs to verify their decision to stop the examination process and withdraw the rule.

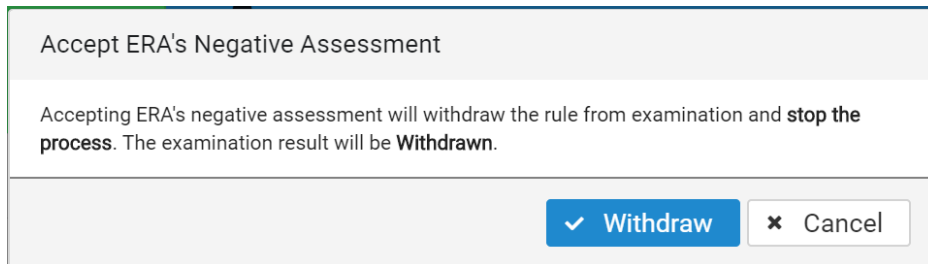


Figure 44: Accept ERA's negative assessment - Modal Window

2.5.4.2. Reject ERA's Negative Assessment and Submit Preliminary Position

If the MS rejects ERA's negative assessment, the user is required to state their MS's position and optionally attach one or more files to support this position.

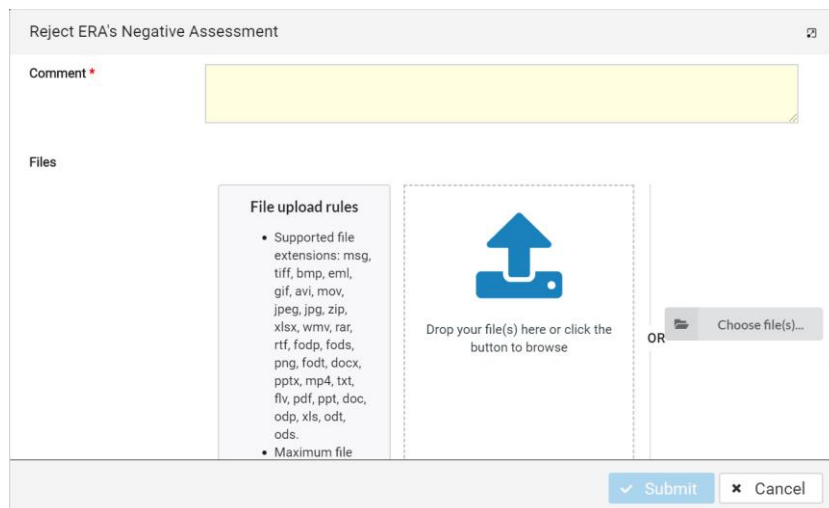


Figure 45: Reject ERA's negative assessment - Submit Preliminary Position modal Window

Following the rejection, ERA decides if the negative assessment of the rule is maintained or not.

2.5.5. Waiting for Official MS Position

If ERA's official opinion is still negative, the rule is assigned back to the MS to state their official position. The MS has two months to decide whether to accept the Agency's opinion or not.

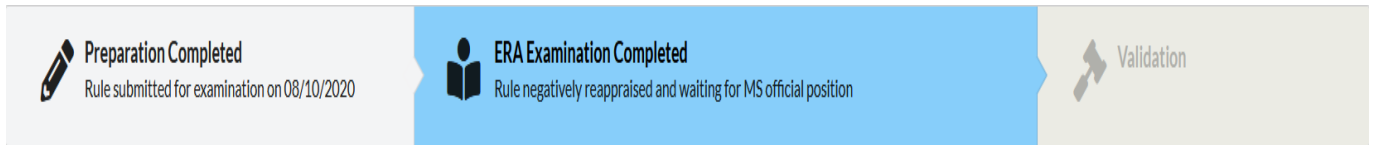


Figure 46: Examination process bar – “Rule negatively reappraised and waiting for MS official position” sub-status

2.5.5.1. Accept ERA's Negative Opinion and Withdraw

If the MS decides to accept ERA's opinion, a modal window appears and then the rule is withdrawn from the examination process.

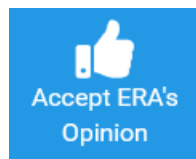


Figure 47: Accept ERA's opinion

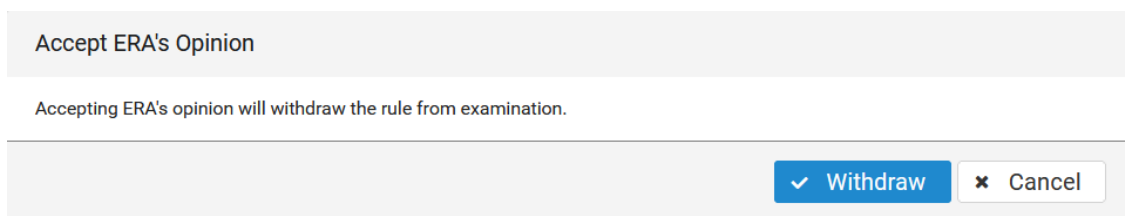


Figure 48: Accept ERA's negative opinion - Modal Window

2.5.5.2. Reject ERA's Negative Opinion and Submit Official Position

If the MS decides to reject ERA's opinion, a modal window appears where the user needs to specifically outline the MS's official position regarding the negative assessment as presented by the Agency. The rule, along with the MS position, is sent then to EC or EFTA for validation. If no response by the MS is forthcoming, the flow goes directly to validation by EC or EFTA without a position from the MS.

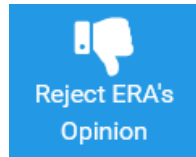
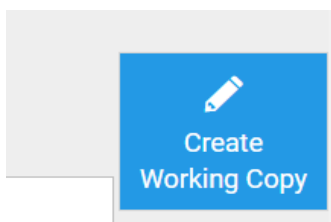


Figure 49: Reject ERA's opinion

Figure 50: Reject ERA's negative opinion - Submit Official Position Modal Window

2.5.6. Rule Working copy

Users with appropriate permission can create a (working) copy of a rule which is under examination/validated or has been examined/validated, by displaying the rule and clicking on this button



By doing so, a new version of the rule is created and users can work on it. This new version can be notified only and only if the previous version has been fully examined.

There are several use cases where creating a working copy of rule that exists in SRD is necessary. Here are some of the cases :

- 1) The Agency negatively assess a rule and the Member State accepts the assessment and wants to notify a modified new version
- 2) The Commission/EFTA rejects a rule and the Member State wants to submit a modified new version

- 3) A Draft rule is submitted for examination, examined by the Agency and accepted by the Commission/EFTA and needs to be notified as Adopted rule
- 4) A need to update an adopted (existing) rule

2.6. Search for national rules

2.6.1. Advanced Search

A user can search for rules by clicking on the “Search for Rules” item in the navigation menu (see Figure 64).

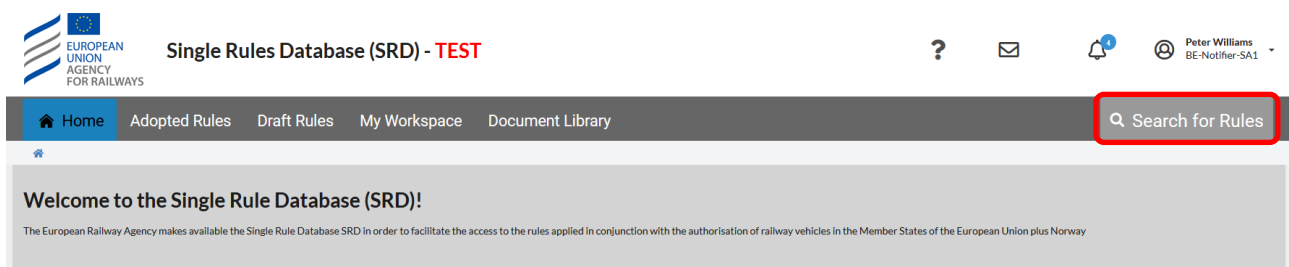


Figure 51: Search For Rules Advanced Search

In the “Search for National Rules” page, a tab displays many detailed user inputs with which the user can refine their search.

The advanced search criteria has several specific areas of input for the user. In the first section the user can for example choose one or more countries they might be interested in, what is the legal status and so on (see Figure 65).

Figure 52: Advanced Search Criteria

In the next section, the user can choose to restrict the search by dates, such as the date the rule(s) is no longer valid (see Figure 66).

In the final section a user can refine the search with respect to Safety Filters. These are dropdown lists, where the user selects an item via a checkbox (See Figure 67).

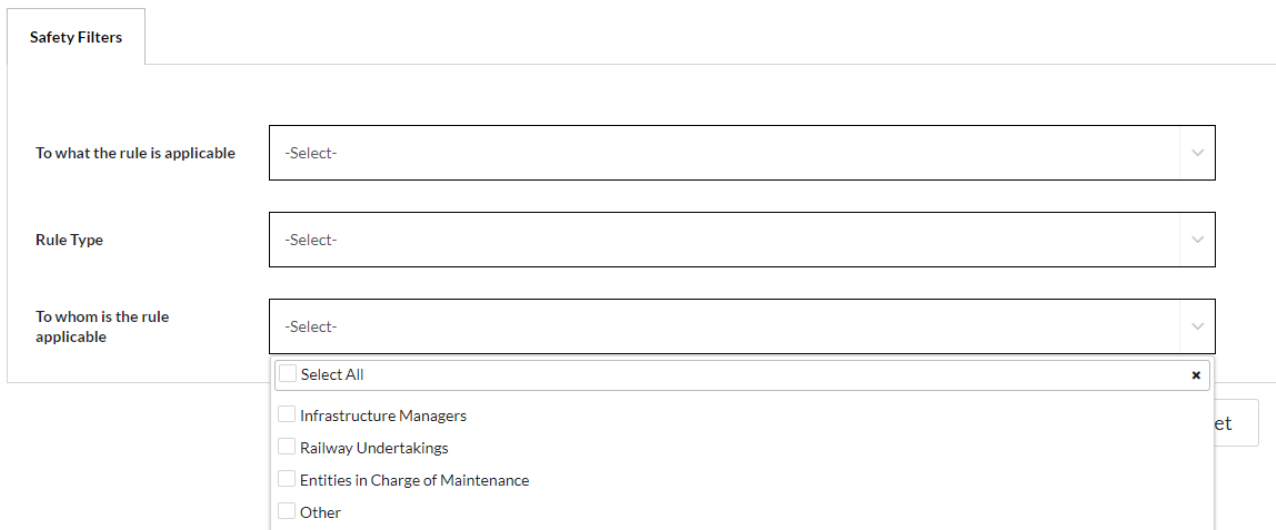


Figure 53: Advanced Search Criteria - Safety Filters

The search criteria can be reset by the “Reset” button next to the “Search” button at the bottom of the Advanced Search tab (see Figure 68).



Figure 54: Search and Reset Search buttons

Clicking on “Search” will redirect to a new page “Search Results”. Here, the results are presented in a grid that can be changed by the user (see Figure 69).

Search Results

5 Rules in total Show search filters

Adopted Rules (0) **Draft Rules (5)** Export results

Safety Rules (5)

Showing 1 - 5 of 5 Items Filter By 10 Columns selected

Rule ID	Country	Rule Content in National Reference	Rule Content in English	Category	Mandatory	Legal Status	Rule Status	Examination Status	Date of Entry into force
BE-SA-5-1-D	BE	EIR- test 2	EIR- test 2	Safety	Rule	Draft	Under Examination	Under ERA Examination	07/10/2020
BE-SA-4-1-D	BE	Lorem ipsum dolor sit amet, consectetur adipiscing elit. Nulla imperdiet ante vitae dui feugiat, vitae euismod metus tincidunt. In hac habitasse platea dictumst. Proin at tincidunt felis, sed laoreet leo. Integer in ullamcorper erat. Phasellus vel justo auctor est tristique iaculis. Cras tincidunt velit ut elementum lobortis. Suspendisse eu lacinia enim, vel mattis libero. Curabitur leo leo, interdum eget venenatis vitae, fringilla ut sem. Curabitur euismod, felis quis rhoncus ornare, est justo ...	Lorem ipsum dolor sit amet, consectetur adipiscing elit. Nulla imperdiet ante vitae dui feugiat, vitae euismod metus tincidunt. In hac habitasse platea dictumst. Proin at tincidunt felis, sed laoreet leo. Integer in ullamcorper erat. Phasellus vel justo auctor est tristique iaculis. Cras tincidunt velit ut elementum lobortis. Suspendisse eu lacinia enim, vel mattis libero. Curabitur leo leo, interdum eget venenatis vitae, fringilla ut sem. Curabitur euismod, felis quis rhoncus ornare, est justo ...	Safety	Rule	Draft	Under Examination	Rule negatively reappraised and waiting for MS official position	

Figure 55: Search Results page

Export Results: The user can choose to export the results of the list displayed in the grid via the “Export Results” button (see Figure 70).

Export results settings

Adjust the settings of the export by selecting the format and the fields to be included

Export format **XLSX**

Export fields

Current view fields
 Export includes the rule fields that are current displayed in the rules list

All fields
 Export includes all the selectable rule fields available on the rules list

Export Results Cancel

Figure 56: Search Results Export results

If the user clicks on one of the rules displayed in the list, the National Rules page opens where the public user can view all the details of the specific rule. An overview of the National Rule’s legal status, category and

country is displayed at the top of the page. Below this header is the details section, with several tabs. One tab displays all the rule details including dates of adoption etc..., the other any related documents (see Figure 71).

The screenshot displays the 'Rule details page' with the following elements:

- Header:**
 - Category: Safety
 - Directive: 2016 Safety
 - Member State: Belgium
 - Mandatory: Legal Status In MS
 - Rule: Draft
- Progress Bar:**
 - Preparation Completed:** Rule submitted for examination on 08/10/2020
 - ERA Examination Completed:** Rule negatively reappraised and waiting for MS official position (highlighted in blue)
 - Validation:** (indicated by a hammer icon)
- Navigation Tabs:**
 - LEGAL & SUPPORTING DOCUMENTS
 - RULE DETAILS** (active)
 - ERA EXAMINATION
 - MESSAGES (2)
- Rule Content:**
 - Rule content in French:** Contains a block of placeholder text: "Lorem ipsum dolor sit amet, consectetur adipiscing elit. Nulla imperdiet ante vitae dui feugiat, vitae euismod metus tincidunt. In hac habitasse platea dictumst. Proin at tincidunt felis, sed laoreet leo. Integer in ullamcorper erat. Phasellus vel justo auctor est tristique laculis. Cras tincidunt velit ut elementum lobortis. Suspendisse eu lacinia enim, vel mattis libero. Curabitur leo leo, interdum eget venenatis vitae, fringilla ut sem. Curabitur euismod, felis quis rhoncus ornare, est justo malesuada quam, quis porttitor sapien metus quis justo. Donec eget auctor risus. Morbi ultrices tempus nunc et consectetur. Integer vehicula a velit non commodo. Nullam ac augue lectus."
 - Rule content in English:** (Section header visible, content area empty)

Figure 57: Search Results - Rule details page

2.6.2. View and Search for National Adopted Rules

A user can view and search for Adopted rules by clicking on the "Adopted Rules" item on in the navigation menu (see Figure 72).

The screenshot shows the 'Adopted Rules Database' search results. The 'Adopted Rules' menu item is highlighted with a red box. The search results table is as follows:

Rule ID	Country	Rule Content in National Reference	Rule Content in English	Category	Mandatory	Legal Status	Rule Status	Examination Status	Date of Entry into force
BE-SA-6-1-A	BE	Lorem ipsum dolor sit amet, consectetur adipiscing elit. Nulla imperdiet ante vitae dui feugiat, vitae euismod metus tincidunt. In hac habitasse platea dictumst. Proin at tincidunt felis, sed laoreet leo. Integer in ullamcorper erat. Phasellus vel justo auctor est tristique iaculis. Cras tincidunt velit ut elementum lobortis. Suspendisse eu lacinia enim, vel mattis libero. Curabitur leo leo, interdum eget venenatis vitae, fringilla ut	Lorem ipsum dolor sit amet, consectetur adipiscing elit. Nulla imperdiet ante vitae dui feugiat, vitae euismod metus tincidunt. In hac habitasse platea dictumst. Proin at tincidunt felis, sed laoreet leo. Integer in ullamcorper erat. Phasellus vel justo auctor est tristique iaculis. Cras tincidunt velit ut elementum lobortis. Suspendisse eu lacinia enim, vel mattis libero. Curabitur leo leo, interdum eget venenatis vitae, fringilla ut	Safety	Rule	Adopted	In Preparation		11/10/2020

Figure 58: Adopted Rules – Search

A user can enter more specific criteria by clicking on the “Show search filters”. The search can be reset via the “Reset” button next to the “Search” button (see Figure 73). The specific filters for the “Adopted Rules” search include similar options to the other search filters with several sections, such as the rule status, other criteria, keywords and safety filters (see Figure 73).

The screenshot shows the search filters for Adopted Rules. The filters are as follows:

- Member States: 1 item selected (France)
- Legal Status in MS: Adopted Rules
- Rule Status: In Preparation, Accepted, Rejected, Under ERA Examination, Under Validation, Withdrawn
- Other criteria: Expired
- Keywords: e.g. rule code, rule content
- Safety Filters:
 - To what the rule is applicable: -Select-
 - Rule Type: -Select-
 - To whom is the rule applicable: -Select-

Figure 59: Adopted Rules – search filters

The results are presented in rows in a grid (see Figure 74).

Adopted Rules Database

Show search filters

Safety Rules (3) Export results

Showing 1 - 3 of 3 Items Filter By 10 Columns selected

Rule ID	Country	Rule Content in National Reference	Rule Content in English	Category	Mandatory	Legal Status	Rule Status	Examination Status	Date of Entry into force
BE-SA-13-1-A	BE	all your love on it	all your love on it	Safety	Rule	Adopted	Under Examination	Under ERA Examination	01/10/2020
BE-SA-1-2-A	BE	WORKING - far away - eir Vivamus et tempor ipsum, id tincidunt lacus. Curabitur neque diam, pellentesque ac varius eget, imperdiet non ipsum. Nullam justo metus, tempor eu molestie ut, iaculis ac sapien. Aliquam commodo a ex sed bibendum. Nullam vulputate ligula ut lacus venenatis, ut pellentesque turpis pellentesque. In et aliquet eros. Morbi molestie eget tortor vitae dapibus. Suspendisse placerat vulputate eros nec fermentum. Sed auctor cursus pulvinar.jk	Vivamus et tempor ipsum, id tincidunt lacus. Curabitur neque diam, pellentesque ac varius eget, imperdiet non ipsum. Nullam justo metus, tempor eu molestie ut, iaculis ac sapien. Aliquam commodo a ex sed bibendum. Nullam vulputate ligula ut lacus venenatis, ut pellentesque turpis pellentesque. In et aliquet eros. Morbi molestie eget tortor vitae dapibus. Suspendisse placerat vulputate eros nec fermentum. Sed auctor cursus pulvinar.	Safety	Rule	Adopted	Under Examination	Rule negatively assessed and waiting for ERA official opinion	31/10/2020
BE-SA-6-1-A	BE	07/10/2020	English	Safety	Rule	Adopted	Under Examination	Under ERA Examination	31/10/2020

5 1

Figure 60: Adopted Rules: search results

Again, as in the other searches, the different options to view and export the results are the same. The display columns can be changed by the user and the results can be filtered (see Figure 75).

Safety Rules (0) Export results

Showing 0 - 0 of 0 Items Close Filters 9 Columns selected

Rule ID	Country	Rule Content in National Reference language	Rule Content in English	Category	Mandatory	Legal Status	Rule Status	Examination Status	Date of Entry into force
No Rules found									

- Clear All Filters
- Rule ID
- Country
- Rule Content in National Reference language
- Rule Content in English
- Category
- Mandatory
- Legal Status
- Examination Status

5 1

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Figure 61: Adopted Rules search results view options

To view the details of any of the specific rules that might be displayed, the user just simply clicks on one of the rows and the page redirects to the Adopted Rules details page (see Figure 76, 77, 78).



Figure 62: Adopted Rules details header

On this page can be seen all the relevant details of the Adopted Rule, with a header displaying the main information about the type of Rule and its status. Below are the tabs of the rule. The number of the available tabs depend on the status of the rule and the permissions of the user.

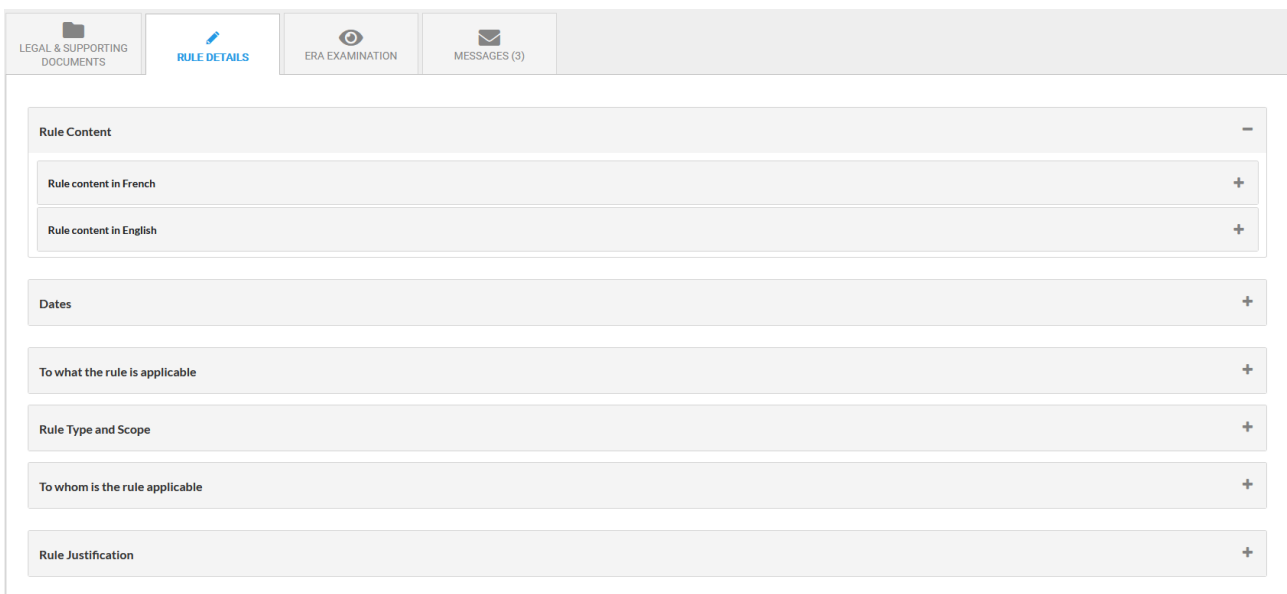


Figure 63: Adopted Rules details tab

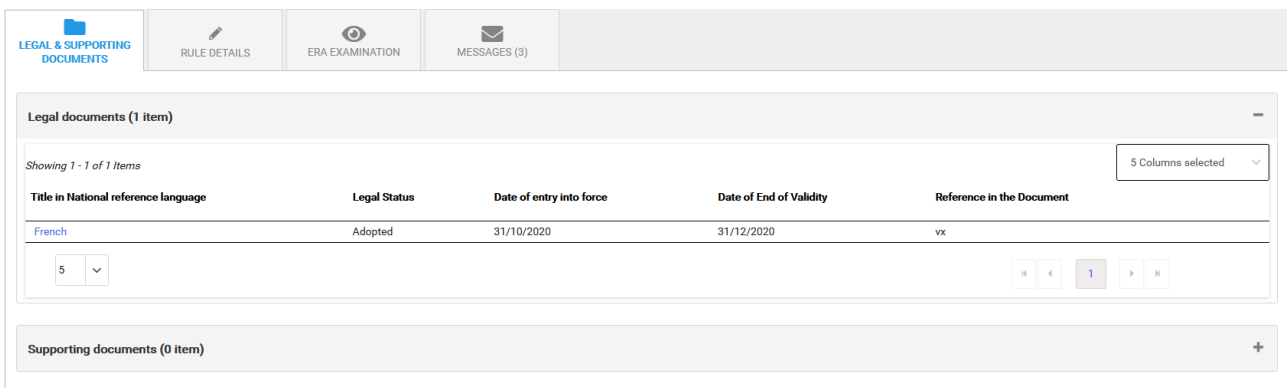


Figure 64: Adopted Rules documents tab

2.6.3. View and Search for National Draft Rules

A user can view and search for Draft rules by clicking on the “Draft Rules” item in the navigation menu (see Figure 79)

Single Rules Database (SRD) - TEST

Home Adopted Rules **Draft Rules** My Workspace Document Library Search for Rules

Draft Rules Database

Show search filters

Safety Rules (10) Export results

Showing 1 - 5 of 10 Items Filter By 10 Columns selected

Rule ID	Country	Rule Content in National Reference	Rule Content in English	Category	Mandatory	Legal Status	Rule Status	Examination Status	Date of Entry into force
BE-SA-14-1-D	BE	test 33	test 33	Safety	Rule	Draft	Under Examination	Under ERA Examination	
BE-SA-11-1-D	BE	dancing quin	sds	Safety	Rule	Draft	In Preparation		
BE-SA-10-1-D	BE	ola kala jeja aba	ola kala jeja aba	Safety	Rule	Draft	Under Examination	Under ERA Examination	
BE-SA-9-1-D	BE	French	Test	Safety	Rule	Draft	Under Examination	Under ERA Examination	14/10/2020
BE-SA-8-1-D	BE	Test 12345	Test	Safety	Rule	Draft	In Preparation Marked as Ready for Notification		14/10/2020

Figure 65: Draft Rules – Search

A user can enter more specific criteria by clicking on the “Show search filters”. The search can be reset via the “Reset” button next to the “Search” button (see Figure 80). The specific filters for the “Draft Rules” search include similar options to the other search filters with several sections, such as the status of the rule, the date the rule is valid until, and safety (see Figure 80).

Figure 66: Draft Rules search filters

The results of the search are presented in rows in a grid (see Figure 81).

Draft Rules Database

☑ Show search filters

1 Safety Rules (30) Export results

Showing 1 - 5 of 30 items Filter By 9 Columns selected

Rule ID	Country	Rule Content in National Reference	Rule Content in English	Category	Mandatory	Legal Status	Rule Status	Date of Entry into force
BE-SA-1-1-D	BE	French	English	Safety	Rule	Draft	Examination Decision Accepted	02/10/2020
BE-SA-14-1-D	BE	ola kala the pane	ola kala the pane	Safety	Rule	Draft	Under Examination	
BE-SA-15-1-D	BE	re	re	Safety	Rule	Draft	Examination Decision Accepted	
BE-SA-16-1-D	BE	re	re	Safety	Rule	Draft	Under Examination	
BE-SA-17-1-D	BE	re	re	Safety	Rule	Draft	Under Examination	

5 « 1 2 3 4 5 »

Figure 67: Draft Rules search results grid

Again, as in the other searches, the different options to view and export (see Figure 83) the results are the same. The display columns can be changed by the user and the results can be filtered (see Figure 82).

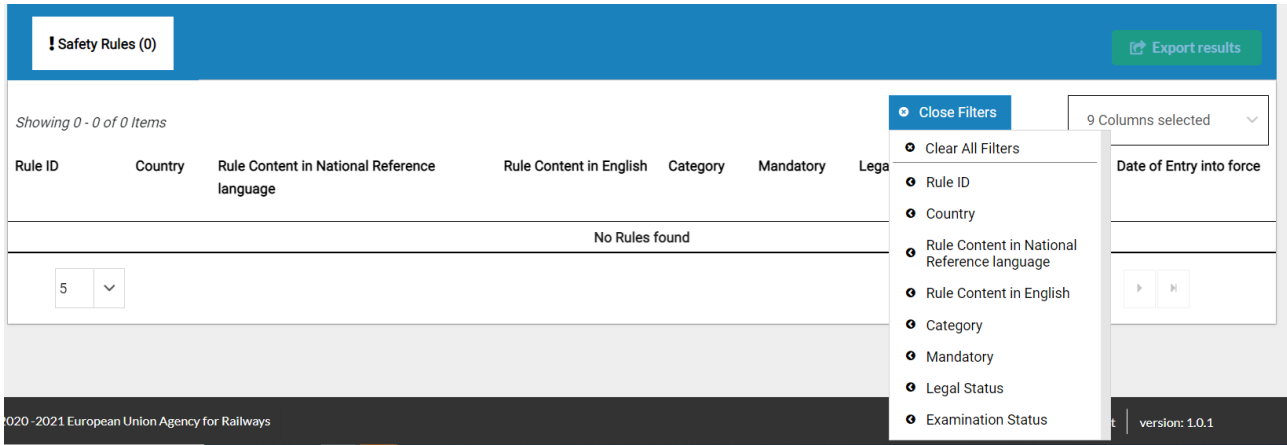


Figure 68: Draft Rules search results grid options

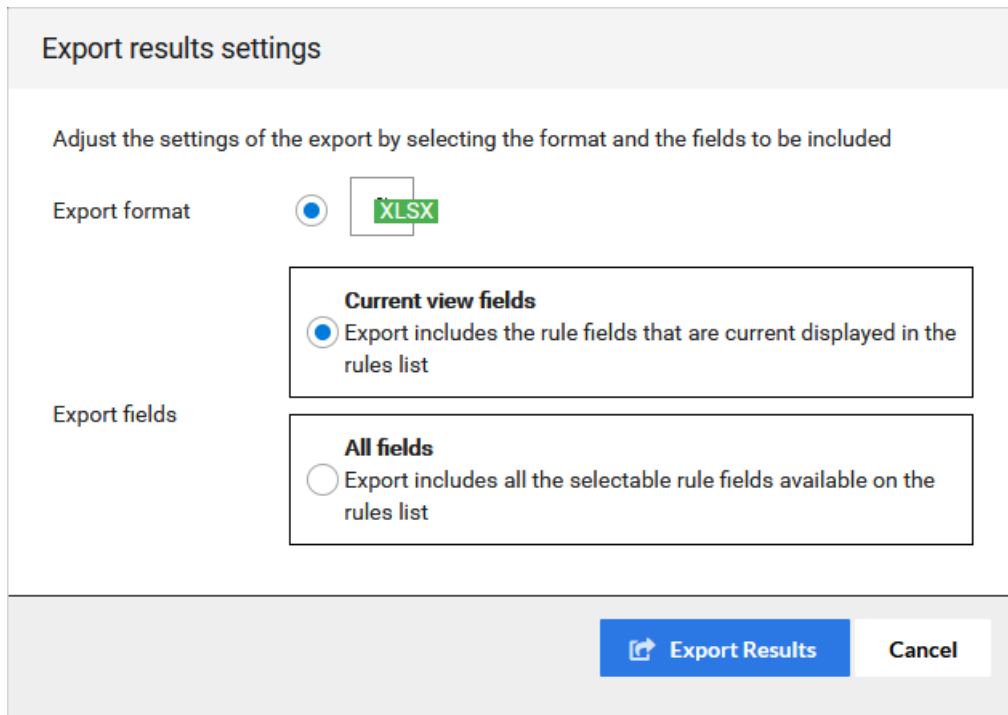


Figure 69: Draft Rules search results grid export

To view the details of any of the specific rules that might be displayed, the user just simply clicks on one of the rows in the grid and the page redirects to the Draft Rules details page (see Figure 84, 85, 86).

Category	Safety	Mandatory	Rule
Directive	2016 Safety	Legal Status In MS	Draft
Member State	Belgium		

Preparation Completed Rule submitted for examination on 08/10/2020	ERA Examination Under ERA Examination	Validation
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Figure 70: Draft Rules – rule details page header

On this page can be seen all the relevant details of the Draft Rule, with a header displaying the main information about the type of Rule and its status. Below are the tabs of the rule. The number of the available tabs depend on the status of the rule and the permissions of the user.

LEGAL & SUPPORTING DOCUMENTS	RULE DETAILS	ERA EXAMINATION	MESSAGES (1)
---	---------------------	-----------------	--------------

Rule Content	-
Rule content in French	+
Rule content in English	+
Dates	+
To what the rule is applicable	+
Rule Type and Scope	+
To whom is the rule applicable	+
Rule Justification	+

Figure 71: Draft Rules – Rule Details tab

LEGAL & SUPPORTING DOCUMENTS	RULE DETAILS	ERA EXAMINATION	MESSAGES (1)
---	--------------	-----------------	--------------

Legal documents (1 item)	-			
Showing 1 - 1 of 1 Items 5 Columns selected				
Title in National reference language	Legal Status	Date of entry into force	Date of End of Validity	Reference in the Document
eur-test	Draft			test 33
5			1	

Supporting documents (0 item)	+
--------------------------------------	---

Figure 72: Draft Rules – Legal & Supporting Documents tab