LTG INFRA

DESCRIPTION OF THE RAILWAY SERVICE FACILITY (2025-2026)

ROLLING STOCK MAINTENANCE FACILITY (INSPECTION PIT)

Document versions		
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17-10-2025, No SPR-L1(INFRA)-141/2025	1	The railway service facility description (2025-2026) "Rolling Stock Maintenance Facility (Inspection Pit)" is approved.

APPROVED
By Decision No SPR-L1(INFRA)-141/2025 of the
Chief Executive Officer of LTG Infra AB of
17 October 2025

RAILWAY SERVICE FACILITY DESCRIPTION (2025-2026) "ROLLING STOCK MAINTENANCE FACILITY (INSPECTION PIT)"

1. General information		
1.1.	**Introduction**	1.1.1. The railway service facility description "Rolling Stock Maintenance Facility (Inspection Pit)" ("**RSF Description**") establishes the rules, conditions and procedures for granting access to the rolling stock maintenance facility, in particular to the rolling stock inspection pit ("**inspection pit**"), managed by LTG Infra AB ("**RSF Operator**"). 1.1.2. Access to the inspection pit is considered to be an essential service related to rail transport. 1.1.3. Access is available to railway undertakings (carriers), other undertakings referred to in Article 28(3) of the Railway Transport Code of the Republic of Lithuania ("the Code" or "RTC"), undertakings providing shunting services and applicants referred to in Article 3(34) of the Code ("**Recipient**"). 1.1.4. The RSF Description has been drawn up in accordance with the provisions of Commission Implementing Regulation (EU) 2017/2177 of 22 November 2017 on access to service facilities and rail-related services and of the Code. 1.1.5. An inspection pit is classified as a rolling stock maintenance facility, except for facilities for large-scale maintenance of high-speed trains or other types of rolling stock requiring special facilities (Article 30^1(5) of the RTC).
1.2.	**Railway Service Facility Operator**	1.2.1. **LTG Infra AB** ("RSF Operator") Registered office address: Geležinkelio g. 2, Vilnius Email info@ltginfra.lt For more information, please visit the website of the RSF Operator (address: https://ltginfra.lt/infrastruktura/gpi/).
1.3.	**Period of validity and process of updating**	1.3.1. The RSF Description is valid for the duration of the working timetable 2025-2026, from 13 December 2025, 24:00, to 12 December 2026, 24:00, and shall apply to the provision of access to the RSF for this period. 1.3.2. The RSF Description can be updated as needed.
2. Services		

<table>
<tr><td>2.1.</td><td>Name of service</td><td>2.1.1. The Recipient shall be granted access to the inspection pit operated by the RSF Operator together with access to the Šeštokai railway station siding track No 12EU.</td></tr>
<tr><td colspan="3">3. Description of Railway Service Facilities</td></tr>
<tr><td>3.1.</td><td>List of objects</td><td>3.1.1. Information on access to the Rolling Stock Maintenance Facility (Inspection Pit):
<table>
<tr><th></th><th>Access name</th><th>Name of service</th><th>Location (address)</th><th>Hours of work</th><th>Technical characteristics</th><th>Siding track number (track gauge)</th></tr>
<tr><td>3.1.1.1.</td><td>Access to the inspection pit</td><td>Access to the inspection pit operated together with access to the Šeštokai railway station siding track No 12EU</td><td>Šeštokai railway station, Topolių g. 10, Šeštokai</td><td>I-VII: 0:00-24:00</td><td>✓ Inspection pit length: 24 metres;
✓ The inspection pit is accessible via the Šeštokai railway station siding track No 12EU;
✓ Siding track length: 66.4 metres;
✓ Siding track gauge: 1 435 mm.</td><td>No 12EU (1435 mm).</td></tr>
</table></td></tr>
<tr><td>3.2.</td><td>Period of use of access</td><td>3.2.1. Access shall be granted during the hours of work referred to in point 3.1.1 of the RSF Description, at the following intervals:
3.2.1.1. Short-term access: 1 time interval of 6 hours of access;
3.2.1.2. The time interval for short-term access to the inspection pit shall start from the entrance to the track 12EU.
3.2.1.3. In the event of a need to extend the period of access to the inspection pit, the additional time interval(s) shall be requested by submitting an Access Request Form (“Access Request Form”) for access to the Rolling Stock Maintenance Facility (Inspection Pit). Failure to submit an Access Request Form to extend the access period and continue using the access shall be deemed to be an automatic extension of access and an additional access fee of one time interval (6 hours of access) shall apply. Access hours shall be rounded to the nearest whole time interval for the purpose of calculating the time of access to the inspection pit.</td></tr>
<tr><td>3.3.</td><td>Additional Information</td><td>3.3.1. The inspection pit is cleaned on a regular basis, at least once a month (on the last day of the month) between 7:00 and 10:00, and access to the inspection pit cannot be booked during the cleaning.
3.3.2. Information on access to the inspection pit is available on weekdays from 08:00 to 17:00 by email pardavimai@ltginfra.lt and by phone +370 669 34 152.
3.3.3. The Access Request Form, including the cases of extension of the access period, shall be submitted to the Station Attendant of the Šeštokai railway station by email sestokai.gsb@litrail.lt.
3.3.4. A booked access to the inspection pit can be cancelled free of charge at least 1 hour before the scheduled start of access by</td></tr>
</table>

		informing the RSF Operator thereof by email sestokai.gsb@litrail.lt or by phone +370 669 42 920. Requests for cancellation submitted thereafter will not be accepted. If the Recipient does not cancel the access request in time, the recipient shall be obliged to pay for the access booked to the inspection pit.
4. Remuneration		
4.1.	**Remuneration information**	4.1.1. Information on the fees for access remuneration ("remuneration") is published on the website of the RSF Operator (address: https://ltginfra.lt/infrastruktura/gpi/ikainiai/). 4.1.2. The **Access Volume Metering Indicator** is the time in intervals spent by the Recipient using access to the inspection pit, regardless of whether the inspection pit is used or the rolling stock is stored on the siding track (No 12EU). The minimum duration of access to the inspection pit is 1 time interval (6 hours). The Access Volume Metering Indicator is not divisible. 4.1.3. **The following requirements apply to the calculation and payment of remuneration**: 4.1.3.1. The remuneration for access to the inspection pit provided during the reporting period shall be calculated on the basis of the report on the actual use of access. 4.1.3.2. The remuneration shall be paid by the Access Recipient. 4.1.4. The remuneration for access to the inspection pit (K) (excluding VAT) is calculated according to the following formula: $K = V \cdot K_I$, where: V is the number of time intervals during which the Applicant was granted access to the inspection pit, where one time interval is equal to 6 hours; K_I is the inspection pit access fee (excluding VAT, EUR), published on the website of the RSF Operator (address: https://ltginfra.lt/infrastruktura/gpi/).
4.2.	**Information on discounts**	4.2.1. Discounts for access are not applicable.
5. Access conditions		
5.1.	**Legal requirements**	5.1.1. Access to the inspection pit is subject to the Agreement with the RSF Operator. ***Procedures for concluding an RSF Agreement*** 5.1.1.1. In order to enter into a Agreement , the Recipient shall, no later than 2 (two) months before the entry into force of the TTT 2025-2026 or before the date of entry into force of the desired Agreement , submit in writing or by email (email *pardavimai@ltginfra.lt*), a ***request for the conclusion of the Agreement*** (the request form for the conclusion of the RSF Agreement is available at https://ltginfra.lt/infrastruktura/gpi/taisykles-ir-sutartys/), and a completed ***Customer Questionnaire*** *(https://ltginfra.lt/infrastruktura/gpi/taisykles-ir-sutartys/)*.

		5.1.1.1.1. The Customer Questionnaire shall not be submitted if the Recipient intends to conclude (or has concluded) a Agreement for the use of the public railway infrastructure for the TTT period 2025-2026 and has already submitted a completed standard Declaration Form, as defined in the Public Railway Infrastructure Network Statement for Annual Working Timetable of the Year 2025-2026, unless there has been a change in the Recipient's manager(s), agent(s) and/or beneficiaries and/or address or other details specified in the Declaration Form since the Recipient submitted the completed Declaration Form. 5.1.1.2. The sample form of the Agreement is published on the Operator's website (reference – the Rules and Agreements). 5.1.1.3. Upon receipt of the documents referred to in point 5.1.1.1 of the Description, the RSF Operator shall acknowledge receipt of the documents and assess whether the documents have been completed correctly. 5.1.1.4. If the RSF Operator finds that the Recipient has not provided all the required information or has provided incorrect information/data after submitting the documents referred to in point 5.1.1.1 of the RSF Description, the RSF Operator shall inform the Recipient in writing or by email of the deficiencies and shall set a deadline of at least 2 working days for the Recipient to rectify the deficiencies. 5.1.1.5. If the Recipient fails to respond to the RSF Operator within the time limit set out in point 5.1.1.4 of the RSF Description, or fails to rectify the deficiencies, the RSF Operator shall inform the Recipient in writing or by email no later than 5 (five) working days after the expiry of the deadline for rectification of deficiencies that the Agreement cannot be concluded. 5.1.1.6. Upon receipt of the Customer Questionnaire and in order to verify the information provided in the Customer Questionnaire, the RSF Operator shall carry out a verification procedure of the Recipient, during which it shall have the right to request the Recipient to provide, within a reasonable period of time specified by the RSF Operator prior to the conclusion of the Agreement , any additional data and/or documents to substantiate the circumstances to be verified. 5.1.1.6.1. The RSF Operator shall assess whether the Agreement can be concluded with the Recipient after the verification procedure of the Recipient in accordance with the internal legal provisions, which shall last no longer than 10 (ten) working days. If it is decided that a Agreement may be concluded, the RSF Operator may impose additional conditions applicable to the management of the identified risks during the execution of the Agreement . 5.1.1.6.2. If the RSF Operator decides not to conclude a Agreement with the Recipient after the expiry of the deadline referred to in point 5.1.1.6.1 of the RSF Description, the RSF Operator shall inform the Recipient thereof in writing within 5 (five) working days. 5.1.1.7. Once the Recipient has provided all the information requested by the RSF Operator and after the verification procedure of the Recipient has been carried out by the RSF Operator as referred to in point 5.1.1.6.1 of the RSF Description, the RSF Operator shall, having assessed the results of the verification procedure and having

		decided to enter into a Agreement with the Recipient, submit to the Recipient a draft Contact no later than within five (5) working days from the expiry of the deadline specified in point 5.1.1.6.1 of the RSF Description. 5.1.1.8. The Agreement with the Recipient shall be for the duration of one working timetable and may be renewed at the request of the Recipient, to be submitted at least 2 (two) months before the start of the next working timetable, by email to pardavimai@ltginfra.lt, for the following periods of the working timetable, provided that there are no changes to the terms and conditions for the provision of the Service set out in this RSF Description and/or to the model form of the Agreement and/or the entity and/or the transaction is not subject to sanctions enforceable by the Republic of Lithuania or by the RSF Operator. Points 5.1.1.1 to 5.1.1.7 of the RSF Description shall apply *mutatis mutandis* to the renewal of the Agreement . 5.1.1.9. The information provided by the Recipient to the RSF Operator shall be protected *mutatis mutandis* in accordance with the requirements for the protection of commercial and professional secrets laid down in Article 29[1](10) of the RTC. Complaints against decisions taken by the RSF Operator regarding the provision or refusal to provide the Service to the Recipients, as well as regarding the restriction of the right to use the Service by the Recipients, shall be examined by the regulator of the railway transport market (the Communications Regulatory Authority of the Republic of Lithuania) in a mandatory preliminary non-judicial procedure. 5.1.1.10. A Recipient may submit a single application for a Agreement to access the RSFs and/or the rail-related services provided in these RSFs outlined in different railway service facility descriptions of the RSF Operator, specifying all the accesses to the RSFs and/or the rail-related services provided in these RSFs that it wishes to receive. In this case, the RSF Operator and the Service recipient shall enter into a single Agreement specifying all accesses provided by the RSF Operator to the Service recipient to both the RSFs and/or the Services provided in those RSFs.
5.2.	**Technical conditions**	5.2.1. The technical conditions are described in point 3.1.1 of the RSF Description and in the Station Book Traffic Organisation Manual.
5.3.	**Self-provision of rail-related services**	5.3.1. The Recipient shall use the inspection pit (self-service) independently and shall be responsible for providing the tools and/or equipment necessary to carry out the work. 5.3.2. The Recipient shall, upon completing the work in the inspection pit, ensure that the inspection pit is left clean and tidy after the work is carried out. It is forbidden to leave personal belongings, work tools or equipment behind. The procedure for using the inspection pit is laid down in the Rules for the Use of the Rolling Stock Maintenance Facility (Inspection Pit). 5.3.3. If the inspection pit remains dirty after use, the Recipient shall book an additional cleaning service. The additional cleaning service is available for booking on: I-V from 8:00 to 16:00 by email pardavimai@ltginfra.lt. The additional cleaning service shall be paid for by the Recipient. (Cleaning service rates range from EUR 5 to EUR 10 per cleaning service).
5.4.	**IT systems**	5.4.1. IT systems are not used.
6. Capacity allocation		

6.1.	**Requests for access or use of services**	***Booking access*** 6.1.1. Access can be booked by submitting: 6.1.1.1 A completed Access Request Form (Annex 1) to the RSF Operator, no later than 1 hour before the planned access to the siding track No 12EU of the Šeštokai railway station. The completed Access Request Form shall be sent to the station attendant by email sestokai.gsb@litrail.lt. 6.1.1.2. A Service Request Form for access to siding track No 12EU, in accordance with point 6.1.1.3 *of the Description of Storage Tracks and Train Formation and Shunting Facilities*, governing the requirements for requesting access to the *Service for the Use of Rolling Stock Formation and Shunting Facilities*[1]. ***Extension of access period*** 6.1.2. If the Recipient needs to extend the period of access, it shall, ***no later than 2 hours before*** the expiry of the time of the booked access, inform the RSF Operator, i.e. the Šeštokai railway station attendant (phone +370 669 42 920), of the need to extend the access time, and shall submit the completed Access Request Form to the station attendant by email sestokai.gsb@litrail.lt.
6.2.	**Replying to requests**	***Replies to requests for access*** 6.2.1. Upon receipt of the completed Access Request Form, the RSF Operator shall evaluate the content of the Access Request Form and shall, if the data provided is incomplete or inaccurate, return the form to the Recipient by email, indicating the reason for the return of the Access Request Form. 6.2.2. The Recipient shall, upon receipt of a returned Access Request Form, promptly (but no later than 10 minutes after the return of the Access Request Form) revise the Access Request Form and submit it by email. If the Recipient fails to submit a revised and/or supplemented Access Request Form after the expiry of the time limit specified in this point of the RSF Description, the Access Request Form shall be rejected by the RSF Operator. 6.2.3. If, following the submission of an Access Request Form, the details on that form change, the Recipient shall notify the RSF Operator thereof by email or telephone immediately, but no later than the time that access is granted. 6.2.4. The request shall be granted when the responsible employee of the RSF Operator assesses whether it is possible to grant access to the Recipient and sends an email confirmation to the representative of the Recipient who has submitted the request for access. ***Reconciliation of incompatible access requests*** 6.2.5. Upon receipt of a Recipient's request for access that is incompatible with another Recipient's request for access, or that is related to an existing request for access ("Incompatible Request"), the RSF Operator shall initiate an access reconciliation procedure.

[1] "*The service for the use of rolling stock formation and shunting facilities is booked by submitting a completed Service Request Form to the RSF Operator at least 1 hour before the start of the service. The Service Request Form is filled in on the InfraGo portal or, if not available, is sent to the station staff member by email specified in the Agreement . ...<...>*"

		6.2.6. The RSF Operator shall, upon receipt of an Incompatible Request, immediately contact the Recipient submitting the Incompatible Request, but no later than within 20 minutes after receipt of the Incompatible Request and, if possible, propose: 6.2.6.1. a different date and/or time for providing access than that specified in the Incompatible Request; 6.2.6.2. an access volume different than that specified in the Incompatible Request. 6.2.7. If the Recipient agrees to the proposals of the RSF Operator to change the date, time and/or volume of access specified in the Incompatible Request, it shall inform the RSF Operator of its decision without delay. In this case, the Recipient's request for access shall be deemed to be reconciled and access shall be provided in accordance with the revised date, time and/or volume of access. 6.2.8. If a Recipient does not agree with the proposals of the RSF Operator to change the date, time and/or volume of the provision of access, the RSF Operator may, in order to reconcile any incompatible requests, contact other Recipients who have submitted requests for access or whose request for access has been granted with a view to proposing a change in the date, time and/or volume of access requested. 6.2.9. If any of the Recipients approached in accordance with the procedure set out in point 6.2.8 of the RSF Description agrees to change the date, time and/or volume of the requested access, the request for access shall be deemed to have been reconciled, and the RSF Operator shall inform the Recipient thereof. 6.2.10. If, following the steps set out in points 6.2.5 to 6.2.8 of the RSF Description, the Recipient's needs cannot be reconciled (the Recipient does not agree to change the date, time and/or volume of access), then the RSF Operator shall provide access to the Recipient that has made the earliest request for access in the manner specified in point 6.1 of the RSF Description. 6.2.11. RSF Operator shall inform the Recipient without delay of its decision not to grant the Incompatible Request of the Recipient, but at the latest before the start of the requested access, stating the reasons for the refusal and the reasons why the Incompatible Request could not be granted following the reconciliation procedure referred to in point 6.2 of the RSF Description. ***Replying to requests for extension of access:*** 6.2.12. The RSF Operator shall, upon receipt of a completed Access Request Form for an extension of the access period (one or more time intervals): 6.2.12.1. assess whether the request for extension of access can be granted, i.e. whether another Recipient has not booked access for the same period. 6.2.12.1.1. If the extension of access is possible (no Recipient waiting for access), the RSF Operator shall confirm the extension of access by sending an extension confirmation, by email or by informing the Recipient thereof by telephone. 6.2.12.2. If the Recipient's request for an extension of the access period is not compatible with the request of a Recipient waiting for access, the RSF Operator: 6.2.12.2.1. contact the Recipient requesting the extension of access by email or telephone to discuss the possibility of postponing the extension of access to another day or time. 6.2.12.2.2. If an extension of access can be granted at another time, the request for the extension of access shall be deemed to be reconciled.

		6.2.12.2.3. If the extension of the access period cannot be reconciled for another time, the RSF Operator shall extend the access period and inform the Recipient thereof by email or telephone. The Recipient shall also be informed of any other Recipient awaiting access who may suffer damage as a result of such extension. Damages resulting from the extension of the access period shall be the responsibility of, and shall be paid by, the Recipient who extended the access period. 6.2.12.3. The RSF Operator shall, without delay, in the event of circumstances arising under point 6.2.12.2.3 of the Description, inform the Recipient awaiting access that it is unable to provide access to the Recipient at the scheduled time, and shall propose a change to the date, time and/or volume of access. 6.2.12.4 If the Recipient agrees to change the date, time and/or volume of access, the access shall be deemed to be reconciled. 6.2.12.5 If, following the steps set out in point 6.2.12.3 of the RSF Description, the date, time and/or volume of the next access proposed by the RSF Operator is not suitable for the Recipient, the RSF Operator shall inform the Recipient of its decision to refuse to grant the Recipient access, by telephone and/or email, stating the reasons for refusing to grant access. 6.2.12.6 A Recipient who has been denied access, in the case referred to in point 6.2.12.5 of the Description, shall have the right to seek redress for the damage suffered by submitting a request in writing to: pardavimai@ltginfra.lt. Damages resulting from the extension of the access period shall be the responsibility of, and shall be paid by, the Recipient who extended the access period.
6.3.	**Information on available capacity and temporary capacity constraints**	6.3.1. Information on changes to the technical characteristics of the inspection pit and/or related railway service facilities shall be published on the website of the RSF operator (address: https://ltginfra.lt/infrastruktura/ntd/), and information on temporary capacity constraints of railway service facilities that may have a significant impact on the operation of the railway service facility, including planned works, shall be published on the website of the RSF Operator (address: https://ltginfra.lt/infrastruktura/mpp/infrastrukturos-pajegumai/).
7. Other information		
7.1.	**Annexes**	7.1.1. Annex 1. Access Request Form.

Annex No. 1

PRIEIGOS PRIE GELEŽINKELIŲ RIEDMENŲ TECHNINĖS PRIEŽIŪROS ĮRENGINIO (APŽIŪROS DUOBĖ) UŽSAKYMO FORMA

Informacija apie prieigos Gavėją

Prieigos Gavėjo (įmonės) pavadinimas:	
Gavėjo, teikiančio prieigos užsakymą Vardas, Pavardė:	
Gavėjo teikiančio prieigos užsakymą telefono numeris:	

PRIMENAME: Užsakant prieigą prie geležinkelių riedmenų techninės priežiūros įrenginio (apžiūros duobės) - Papildomai per portalą "InfraGo" turi būti pateikiama manevravimo į privažiuojamąjį geležinkelio Nr.12EU kelią forma.

Eil. Nr.	Prieigos užsakymo formos pildymo data	Užsakomos paslaugos pavadinimas	Pageidaujamas prieigos suteikimo laikas*		Užsakomas intervalų skaičius (vnt)**	Geležinkelių riedmens serija ir Nr.
			Data	Laikas		
1	2	3	4	5	6	7
1.		Prieiga prie geležinkelių riedmenų techninės priežiūros įrenginio (Šeštokų apžiūros duobės) su privažiuojamuoju geležinkelio keliu Nr. 12EU				

* Užsakant prieigą, nurodomas pageidaujamas prieigos suteikimo prie Šeštokų apžiūros duobės pradžios- data ir laikas, t.y. laikas kada Gavėjas planuoja įvažiuoti į privažiuojamąjį geležinkelio kelią Nr. 12 E

**Nurodomas prieigos intervalų skaičius vienetais (1, 2, 3 ar kt. laiko intervalai), kai 1 laiko intervalas = 6 prieigos valandos