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RULES FOR THE PROVISION OF BASIC AND/OR ADDITIONAL RAIL-RELATED SERVICES ON RAILWAY SERVICE FACILITIES OPERATED BY THE PUBLIC RAILWAY INFRASTRUCTURE MANAGER DURING THE PERIOD OF VALIDITY OF THE SERVICE TIMETABLE FOR THE YEARS 2021-2022

Revisions of the document

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CHAPTER I
GENERAL PROVISIONS

1. The Rules for the Provision of Basic and/or Additional Rail Related Services at Railway Service Facilities Managed by the Public Railway Infrastructure Manager during the Period of Validity of the Service Timetable 2021-2022 (hereinafter referred to as the "**Rules**") shall lay down the procedure and conditions for the provision of, accounting for and charging of the basic and/or additional railway transport related services (hereinafter referred to as "**Basic and/or Additional Services**") provided by the public railway infrastructure manager (hereinafter referred to as the "**Manager**") at Railway Service Facilities (hereinafter referred to as the "**SF**").

2. T The Rules have been drafted to implement the provisions of the Railway Transport Code of the Republic of Lithuania (hereinafter referred to as the "**RTC**") and the provisions of the Commission Implementing Regulation (EU) 2017/2177 of 22 November 2017 on the availability of railway service facilities and rail-related services (hereinafter referred to as the "**Regulation**").

3. The Rules apply to services provided in the following Manager-owned SFs:

3.1. basic services:

3.1.1. passenger railway stations, their buildings and other facilities, places suitable for the provision of travel information and ticketing services:

3.1.1.1. the service of using passenger stations, their buildings and other facilities;

3.1.1.2. the use of ticketing facilities.

3.1.2. freight terminals:

3.1.2.1. the service for the use of loading bays.

3.1.3. cumulative tracks, train formation and shunting facilities:

3.1.3.1. the service for the use of the station and/or sidings assigned to the railway service facility for wagon towing;

3.1.3.2. the service of using the rolling stock formation and shunting facilities;

3.1.3.3. the use of rail service facilities for the storage of rolling stock;

3.1.3.4. use of a wagon shunting hill;

3.1.3.5. use of the track gauge change mechanism.

3.1.4. technical assistance facilities:

3.1.4.1. Emergency Response Service for SFs.

3.2. additional service:

3.2.1. the traction current service (invoiced separately from the charges for the use of electricity supply facilities).

4. the Manager shall not provide additional services related to rail transport during the period of validity of the 2021-2022 service timetable.

5. The Rules shall not apply to the provision of services at the Vilnius and Kaunas intermodal terminals operated by the Manager.

6. During the period of validity of the service timetable 2021-2022, non-discriminatory access to the Manager-owned SFs, where the basic and/or additional services are provided, shall be granted together with the basic and/or additional services in accordance with the contract for the provision of services at the railway service facilities (hereinafter referred to as the "**Contract for SF Services**"), and, therefore, no contracts for the use of the railway service facilities shall be concluded separately.

7. The Rules shall be valid from 12 December 2021 at 00^{00} until 10 December 2022 at 24^{00}.

CHAPTER II
CONCEPTS

8. The following terms are used in the Rules:

8.1. Service Recipient is a railway undertaking (carrier), a shunting undertaking or an undertaking travelling to and from the place of construction, repair and/or maintenance of railway infrastructure facilities, which has the right to use the public railway infrastructure in accordance with the procedure laid down in Article 28 of the RTC, and which is planning to enter into, or which has concluded, a Contract for SF Services.

8.2. The request for access to SF and access to the basic and/or additional services provided

in these SFs (hereinafter referred to as the "**Service Order Form**") shall be a service order request, completed and signed in accordance with the procedure set out in the Rules, submitted to the Manager by a Service User who has concluded a Contract for SF Services with the Manager and submitted to the Manager by the means set out in the Rules.

9. Other terms used in the Rules shall be understood as defined in the Regulation, the GTC, other legal acts of the Republic of Lithuania and local legal acts adopted by the Manager and published on the Manager's website.

CHAPTER III
PROCEDURE FOR THE CONCLUSION OF A CONTRACT FOR THE PROVISION OF SERVICES IN RAILWAY SERVICE FACILITIES

10. In order to conclude a Contract for SF Services with the Manager, the Service User shall submit a request for the conclusion of a Contract for SF Services in writing or by e-mail to info@ltginfra.lt months prior to the commencement of the period of time when the User wishes to make use of the basic and/or additional service (the standard form of the request is provided in the Annex to the Rules No.1), except for the cases when the request for the conclusion of the Contract for SF Services is submitted together with the request for the conclusion of the Contract for the Use of the Public Railway Infrastructure. The procedure for concluding a contract for the use of the public railway infrastructure shall be laid down in the Provisions of the Public Railway Infrastructure Service Timetable Network 2021-2022 (hereinafter referred to as the "**Network Provisions**"), which shall be published on the website of the Manager in the section Network Provisions.

11. The Service User may only enter into a Contract for SF Services if it has concluded a Contract for the Use of Public Railway Infrastructure, except where the Service User only performs shunting operations at railway stations (in which case the Contract for SF Services may be concluded without a Contract for the Use of Public Railway Infrastructure).

12. The Service User shall specify in its request for a Contract for SF Services the basic and/or additional services it wishes to receive during the period of validity of the service timetable 2021-2022. The Service User may request as many Basic and/or Additional Services as it wishes.

13. The Service User shall submit the following to the Manager, together with its request for an SFs Service Contract:

13.1. a copy of the Safety Certificate (Part A and Part B) or the General Safety Certificate;

13.2. a copy of the compulsory third party liability insurance certificate.

14. The Manager may request that the Service Recipient also provide the information necessary for the conclusion of the SF Service Contract:

14.1. a list of the traction or self-propelled rolling stock owned and/or used;

14.2. a list of the tracks or sidings belonging to railway stations;

14.3. a copy of the description of the Service User's railway traffic safety management system;

14.4. or any other necessary information.

15. The Contract for SF Services with the Service User shall be for a maximum period of one service timetable.

16. Upon receipt of a request from a Service Recipient to enter into an SF Contract for the provision of Services, the Manager shall inform the Service Recipient on the receipt of the request to enter into a Contract for SF Services and shall assess whether the Service Recipient's request to enter into a Contract for SF Services has been correctly completed within five (5) Business Days of the receipt of such a request.

17. If the Service Recipient's request for the conclusion of the Contract for SF Services has been correctly filed, the Manager shall inform the Service Recipient on the possibility to conclude the Contract for SF Services and shall ask the Service Recipient to provide the information necessary for the conclusion of the Contract for SF Services Services as specified in Paragraph 14 of the Rules not later than within five (5) business days from the day of the date of receipt of the request to conclude the SF Service Contract.

18. The Manager, upon discovering that the request submitted by the Service Recipient to enter into the Contract for SF Services does not comply with the requirements of Paragraphs 10-13 of the Rules, shall, within no later than within 2 (two) business days from the date of discovery of

such circumstance, contact the Service Recipient in writing or by e-mail and shall set a deadline for the Service Recipient of not less than 2 (two) business days for the response to be submitted and for any possible amendments to be made.

19. If the Service Recipient fails to respond to the Manager within the time limit set out in Paragraph 18 of the Rules, it shall be deemed that the Contract for SF Services cannot be concluded with the Service Recipient. The Manager shall inform the Service Recipient in writing or by e-mail that it is not possible to conclude the Contract for SF Services no later than within 5 (five) business days from the date of expiry of the deadline for submitting a response set out in Paragraph 18 of the Rules.

20. If the Service Recipient responds to the Manager within the time limit set out in Paragraph 18 of the Rules and submits a correctly amended request for the conclusion of the Contract for SF Services, it shall be deemed that the Contract for SF Services may be concluded with the Service Recipient. The Manager shall inform the Service Recipient in writing or by e-mail of the possibility to conclude the Contract for SF Services and shall request the Service Recipient to provide the information necessary for the conclusion of the Contract for SF Services referred to in Paragraph 14 of the Rules within 5 (five) business days from the date of receipt of the revised request for the conclusion of the Contract for SF Services.

21. The Manager, having assessed the information provided by the Service Recipient necessary for the conclusion of the Contract for SF Services, shall prepare a draft Contract for SF Services to be submitted to the Service Recipient in writing or by e-mail within 5 (five) working days at the latest. The form of the standard Contract for SF Services is set out in Annex 2 to the Rules.

CHAPTER IV
PROCEDURES FOR ORDERING ACCESS TO RAILWAY SERVICE FACILITIES AND FOR ORDERING ACCESS TO THE BASIC AND/OR ADDITIONAL SERVICES RELATED TO RAILWAY TRANSPORT PROVIDED AT THESE FACILITIES

22. The Service Recipient may not assign the rights to the basic and/or additional services granted under the Contract for SF Services to other persons.

23. PIn order to receive the basic and/or additional service specified in the Contract for SF Services, the Service User shall submit to the Manager a completed Service Order Form, the standard form of which is provided in Annex 3 to the Rules, or inform the Station Attendant by means of a manoeuvre or GSM-R radio, or, if it is not possible, by e-mail, or agree on the order in other ways as provided for by the Rules. The methods of ordering specific basic and/or additional services are given in Table 1:

Table No. 1

Eil Nr.	Basic/additional service	Method of ordering
1.	Use of passenger stations, their buildings and other facilities	The service shall be ordered by means of requests for the allocation of public railway infrastructure capacity or last-minute requests in accordance with the procedures and deadlines laid down by the RTC in accordance with the form set out in the Network Provisions, and by means of information in such Requests for Services and the desired stops and durations of passenger trains. The use of passenger stations, their buildings and other facilities shall be agreed with the Service Recipient at the time of signing of the Contract for SF Services.

2.	Use of ticketing areas	Areas and premises for the installation of ticket offices or facilities for the automatic sale of tickets shall be agreed with the Service Recipient at the time of signing of the Contract for SF Services.
3.	Use of loading bays	The service shall be requested by informing the responsible person of the Manager about the Request. For more detailed procedures and contacts for ordering the service, please refer to Paragraph 57 of the Rules. The use of the loading bays shall be agreed with the Service User at the time of signing the Contract for SF Services.
4.	Use of station and/or sidings assigned to a railway service facility for wagon towing	The Service shall be requested by submitting a completed Service Order Form to the Manager. The Service Order Form is not required for the provision of the service to the Service User's locomotives without wagons, other rolling stock without wagons that performs the function of a locomotive, or Special Rolling Stock (SRS). In this case, the service shall be requested by informing the station master by shunting or GSM-R radio. The detailed procedure for ordering the service is set out in Paragraphs 62 to 65 of the Rules.
5.	Use of rolling stock formation and shunting facilities	The Service shall be requested by submitting a completed Service Order Form to the Manager. For a more detailed procedure for ordering the Service, please refer to Paragraphs 75 to 76 of the Rules.
6.	Use of railway service facilities for storage of rolling stock	The service shall be ordered by informing the Station Manager about the request by shunting or GSM-R radio communication, or if not available, by e-mail. For a more detailed procedure for ordering the Service, please refer to Paragraph 85 of the Rules.
7.	Use of the wagon shunting hill	The Service shall be requested by submitting a completed Service Order Form to the Manager. The Service Recipient must submit a decoupling sheet with the completed Service Order Form. For a more detailed procedure for ordering the Service, please refer to Paragraphs 92 to 93 of the Rules.
8.	Use of the track gauge change mechanism	The service shall be ordered by informing the Station Manager about the request by shunting or GSM-R radio communication, or if not available, by e-mail. For a more detailed procedure for ordering the Service, please refer to Paragraphs 101 to 102 of the Rules.
9.	Emergency Response service for SFs	The place and time of service provision shall be arranged by the Service Recipient by phone (8 (5) 269 3896) or by e-mail evc@ltginfra.lt.

10.	Traction current service	The service shall be ordered by means of requests for public infrastructure capacity or last-minute requests in accordance with the procedures and deadlines set out by the RTC in accordance with the form set out in the Network Provisions, specifying the information on the request for the traction current service in these applications. The traction current service shall be coordinated with the Service User at the time of signing the Contract for SF Services.

24. In order to order a basic service (except for an additional service) specified in the Contract for SF Services, for which the submission of a Service Order Form is mandatory as set out in Table 1, the Service Recipient must submit a completed Service Order Form to the Manager at least one (1) hour prior to the commencement of the provision of the requested basic service. The completed Service Request Form shall be sent to the Station Manager by e-mail to the e-mail address specified in the Contract for SF Services.

25. The Service Order Form shall contain the following data:

25.1. date and number;

25.2. the date and number of the Contract for SF Services on the basis of which the Service Order Form is submitted;

25.3. the name and legal entity number of the Service Recipient submitting the Service Order Form;

25.4. the name, telephone number and email address of the Service Recipient's manager or his authorised representative;

25.5. the date of the service(s) to be requested, the name of the service(s), the name of the railway station, the location of the service(s) to be provided (track no.), the estimated time of commencement of the service(s), the train number (if known), the rolling stock No. (specify the series and number of the locomotive performing the shunting operations, also specify the name of the other undertaking and the series and number of the rolling stock if the Service User has used another undertaking to perform the service after submitting the Service Order Form, number of wagons (units), wagon No.

26. The Manager, upon receipt of a Service Order Form for the provision of a basic service not later than 1 (one) hour before the provision of that service, shall promptly (not later than 20 (twenty) minutes after receipt of the Service Order Form) assess the contents of the Service Order Form and, in the event that not all the data referred to in Paragraph 25 of the Rules are included in the Service Order Form or that the data specified is inaccurate, shall return the Service Order Form to the Service Recipient by e-mail, stating the reason for the Service Order Form return.

27. Upon receipt of a returned Service Order Form, the Service Recipient shall promptly (within ten (10) minutes of the return of the Form) revise the Form and submit it to the Manager. If the Service Recipient fails to submit the revised and/or supplemented Service Order Form after the expiry of the period specified in this Paragraph, the Manager shall reject the Service Order Form.

28. If, following the submission of a Service Order Form, there is a change in the data contained in the Service Order Form, the Service Recipient shall inform the Manager by e-mail as soon as possible, but no later than before the commencement of the performance of the requested underlying services.

29. The request shall be satisfied when the responsible employee of the Manager sends the approval by e-mail to the Service User's representative who has submitted the Service Order Form (the Manager's reply to the Service User's representative shall be made after the Service Order Form has been consulted at a time free from the direct organisation of the traffic and management of the facilities).

30. In the cases specified in Table 1, where the Service Order Form for the ordering of basic and/or additional services is not mandatory, the Service User shall order the basic and/or additional services in accordance with the relevant Paragraphs of Chapter VI of the Rules, taking into account the nature of the services ordered.

CHAPTER V
THE COORDINATION PROCEDURE FOR THE HARMONISATION OF REQUESTS FOR THE ORDERING OF BASIC AND/OR ADDITIONAL SERVICES AND THE PRIORITY CRITERIA FOR THE ALLOCATION OF CAPACITY IN RAILWAY SERVICE FACILITIES

31. Upon receipt by the Manager of a request from a Service User, using the ordering methods specified in Paragraph 23 of the Rules, for the ordering of a basic service (except for an additional service) specified in the Contract for SF Services (hereinafter referred to as a "**Request**"), which is incompatible with the request made by another Service User, or which relates to an already allocated capacity of the SF, the Manager shall initiate a procedure to coordinate the ordering of requests for the basic services (hereinafter referred to as the "**Coordination Procedure**").

32. Upon receipt of a Request which is incompatible with a Request submitted by another Service User or which relates to an already allocated SF capacity, the Manager shall immediately, but no later than 20 (twenty) minutes after receipt of the Request, unless the Request relates to a request for basic services, which are indicated in Table 1 of the Rules under the numbers 1,2,3 and 9, contact the Service User submitting the Request and, if available, propose:

32.1. a date for the provision of the Basic Service other than that specified in the Request;

32.2. a different time for the provision of the Basic Service than that specified in the Request;

32.3. a different scope of the Basic Service from that specified in the Request.

33. If the Service User agrees to the Manager's proposals to change the date, time and/or scope of the Basic Service, the Service User shall inform the Manager of its decision without delay. In this case, the Service User's Request shall be deemed to be agreed and the Basic Service shall be provided in accordance with the revised date, time and/or scope of provision.

34. If a Service User does not agree with the Manager's proposals to change the date, time and/or scope of the provision of the Basic Service, the Manager may, for the purpose of coordinating all the Requests and in order to co-ordinate with the relevant Service Users, also approach other relevant Service Users who have already submitted Requests or have received capacity from the SF subject to the co-ordination procedure to change the date, time and/or scope of the provision of the Basic Service requested by them.

35. J If any of the Service Users who have been approached to change the date, time and/or scope of their Basic Service agrees to change the date, time and/or scope of their Basic Service, the Requests shall be deemed to have been reconciled and the Manager shall inform the relevant Service User whose Request was either inconsistent with the Request submitted by the other Service User or was related to the capacity of the SF that has already been allocated to it.

36. If any of the Service Users contacted for a change in the date, time and/or scope of the provision of the basic service does not agree, the Requests shall be deemed to be misaligned and the Manager shall allocate SF Capacity in accordance with Paragraph 37 of the Rules.

37. If, following the procedures set out in Paragraphs 31 to 36 of the Rules, the Requests of the Service Users cannot be reconciled, the Manager shall provide the Services to the Service User who has submitted the Requests earliest in accordance with the procedure set out in Chapter VI of the Rules.

38. If, following the procedures set out in Paragraphs 31 to 36 of the Rules, the Manager is unable to meet the Request, the Manager may provide alternatives to provide the service on the same itinerary or on alternative itineraries, if such alternatives exist.

39. If, following the procedures set out in this Section, the Manager cannot meet the Request, the Manager shall refuse to meet the Request.

40. The Manager shall inform the Service User of the decision taken not to meet the Service User's Request in accordance with the procedure laid down in the Rules as soon as possible after the decision has been taken, but no later than before the commencement of the provision of the requested basic service, stating the reasons for the refusal and justifying why the Request cannot be met following the coordination procedure referred to in Section V of the Rules.

41. Basic Services shall be provided to Service Users on the basis of an assessment of available capacity of the SF.

42. The date, time and scope of the provision of Basic and/or Additional Services, as indicated in Table 1 of the Rules under numbers 1,2,3,9 and 10, shall be agreed prior to the conclusion of the Contract for SF Services.

CHAPTER VI
THE BASIC AND/OR ADDITIONAL SERVICES PROVIDED BY RAILWAY SERVICE FACILITIES

SECTION 1
BASIC SERVICES PROVIDED IN RAILWAY SERVICE FACILITIES, THE PROCEDURES FOR ORDERING THEM, ACCOUNTING FOR THEM AND THE DETERMINATION OF CHARGES FOR THE USE OF THESE SERVICES

Service for the use of passenger stations, their buildings and other facilities

43. When ordering a service for the use of passenger stations, their buildings and other facilities, the Service Recipient shall be granted passenger access to station buildings (their public areas), passenger information boards (signboards) and sound equipment (except for the use of ticketing areas).

44. The service for the use of passenger stations, their buildings and other facilities shall be requested by means of applications for the allocation of public railway infrastructure capacity or last-minute applications in accordance with the procedures and deadlines laid down by the RTC in accordance with the form set out in the Network Provisions, and by means of these applications, which shall include information on the Request for Services and the desired stops and duration of the stops of the passenger train.

45. The classification of passenger railway stations into category I and category II passenger railway stations is given in Table 2.

Table No. 2

Category	Criterion	Cities with passenger railway stations in the relevant category
I	Passenger railway stations with an average daily boarding or alighting of 40 or more passengers per train	Vilnius, Kaunas, Šiauliai, Klaipėda.
II	Passenger railway stations with an average daily boarding or alighting of less than 40 passengers per train	Akmenė, Alytus, Alksnėnai, Alvitas, Bagotoji, Baisogala, Bajorai, Baltamiškis, Bebruliškė, Bezdonys, Bygailiai, Būdviečiai, Dotnuva, Dūkštas, Durpynas, Dūseikiai, Elektrodepas-1, Elektrodepas-2, Gaižiūnai, Garliava, Gerkonys, Gimbogala, Giruliai, Gudžiūnai, Gustonys, Ignalina, Jašiūnai Jiesia, Joniškis, Jonava, Juodšiliai, Jūrė, Kaišiadorys, Kalnėnai, Kalotė, Kalvarija, Kalviai, Karčiupis, Kariotiškės, Karsakiškis, Kaugonys, Kazlų Rūda, Kėdainiai, Kena, Kidarai, Kybartai, Kyviškės, Klepočiai, Kretinga, Kretingalė, Kukorai, Kūlupėnai, Kirtimai, Kupiškis, Kuršėnai, Kutiškiai, Kužiai, Laba, Labučiai, Lazdėnai, Lentvaris, Lieplaukė, Livintai, Lobiniai, Lukšiai, Mankiškiai, Marcinkonys, Marijampolė, Matuizos, Mauručiai, Mažeikiai, Meškučiai, Meškuičiai, Mickūnai, Miliai, Miškiniai, Mockava, Naujiena, Naujoji Vilnia, Oro uostas, Pabališkiai, Pabradė, Pagėgiai, Pagiriai,

Category	Criterion	Cities with passenger railway stations in the relevant category
		Pailgis, Pakenė, Pakretuonė, Palemonas, Pamerkiai, Pamieris, Panemunėlis, Paneriai, Panevėžys, Papilė, Parudaminys, Pavenčiai, Pavilnys, Pažeimenė, Pilviškiai, Plungė, Pravieniškės, Priekulė, Radviliškis, Radžiūnai, Raudėnai, Rimkai, Rykantai, Rokiškis, Rūdiškės, Santaka, Sausiai, Senieji Trakai, Skapiškis, Skersabaliai, Sodai, Stasylos, Stoniškiai, Subačius, Suvalkėliai, Šateikiai, Šeduva, Šeštokai, Šilainiai, Šilėnai, Šilutė, Škleriai, Švenčionėliai, Tarvainiai, Tauragė, Telšiai, Terešiškės, Tindžiuliai, Tytuvėnai, Trakai, Tryškiai, Turgalaukis, Turmantas, Utena, Vaidotai, Valčiūnai, Valkininkai, Varėna, Venta, Viduklė, Viekšniai, Vievis, Vilkaviškis, Vilkyčiai, Vinčai, Visaginas, Vokė, Voveriškiai, Zervynos, Žasliai, Žeimena, Žeimiai.

46. The service for the use of passenger stations, their buildings and other facilities shall be accounted for by calculating the number of stops for each passenger train at which passenger boarding is made available (at arrival, departure and intermediate stops), for each category of passenger railway station referred to in Paragraph 45 of the Rules. The number of stops shall include the starting and terminating stations. Only information provided by the Manager relating to the movement of trains shall be displayed by means of audible aids, signboards and hoardings. Promotional material shall not be displayed.

47. The service charge for the use of passenger stations, their buildings and other facilities shall be calculated according to the following formula:

$$K_p = A_{st} \times k_{st1} + B_{st} \times k_{st2}, \text{ where:}$$

K_p– payment for the use of passenger stations, their buildings and other facilities service (EUR);

A_{st} – the actual number of stops of passenger trains with boarding and alighting facilities at category I passenger railway stations (units);

k_{st1} – the cost of a passenger train stop at a railway station for category I passengers during which it was possible to alight and board passengers (EUR per unit);

B_{st} – the actual number of passenger train stops at which passenger alighting and boarding was made available at category II passenger railway stations (pcs);

k_{st2} – the cost of a passenger train stop at a category II passenger railway station during which it was possible to alight and board passengers (EUR per unit).

48. The tariffs for the use of passenger stations, their buildings and other facilities for the service (k_st1,k_st2) at category I and II railway stations are published in “Category I passenger railway stations, their buildings and other facilities, places suitable for the provision of travel information and ticketing services” and “Category II passenger railway stations, their buildings and other facilities, places suitable for the provision of travel information and ticketing services” in the SF descriptions, which are published on the Manager's website in the section Railway Service Facilities.

Ticketing service

49. When ordering a ticketing space service, the Service Recipient shall be provided with an area or premises at the railway station for the installation of ticket counters or facilities for the automatic sale of tickets.

50. The areas and premises for the installation of ticket offices or facilities for automatic ticketing shall be agreed with the Service Recipient prior to the signing of the Contract for SF Services.

51. The fee for the use of the ticketing space shall be calculated on the basis of the area

provided for the installation of the ticket offices or facilities for the sale of tickets (calculated in square metres). Utility and communication charges shall be payable by separate agreement with the Manager.

52. The fee for the use of the ticketing space service shall be calculated according to the following formula:

$$K_{kp} = A_{kp} \times k_{kp1} + B_{kp} \times k_{kp2}, \text{ where:}$$

K_{kp} – payment for the use of the ticketing space service (EUR);

A_{kp} – usable area at Category I passenger railway stations (sq. m.);

k_{kp1} – price per square metre per month for the service at a Category I passenger railway station (EUR/sq. m.);

B_{kp} – usable area at Category II passenger railway stations (sq. m.);

k_{kp2} – price per square metre per month for the service at a Category II passenger railway station (EUR/sq. m.).

53. Charges for the use of the ticketing area service (k_{kp1}, k_{kp2}) in Category I and II railway stations shall be published in the SF descriptions “Category I passenger railway stations, their buildings and other facilities, places suitable for the provision of travel information and the purchase of tickets” and in the SF descriptions “Category II passenger railway stations, their buildings and other facilities, places suitable for the provision of travel information and ticketing”, which shall be published in the Railway Service Facilities section on the website of the Manager.

54. The categories of passenger railway stations are set out in Table 2 of the Rules.

Loading Bay Service

55. When ordering a loading bay service, the Service User shall be given the opportunity to unload (load) heterogeneous vehicles and to store or store them in a specific area of the loading bay.

56. The areas of the loading bays shall be agreed with the Service Recipient prior to the signing of the Contract for SF Services.

57. The following procedure shall apply to the ordering of the Service:

57.1. The Service User shall inform the Manager's responsible employee of the Request for Services at least 1 (one) month prior to the provision of the desired service by e-mail pardavimai@ltginfra.lt or by phone (+370 (6) 2468244);

57.2. the responsible employee of the Manager shall inform the Service Recipient of the decision by e-mail within 10 (ten) working days of receipt of the request.

58. The fee shall be calculated from the date of granting of access as specified in the act of acceptance of the loading bay until the date of the return of the loading bay to the Manager in accordance with the act of acceptance of the loading bay.

59. The fee for the use of the loading bay shall be calculated according to the following formula:

$$P = K\ x\ R, \text{ where:}$$

P – Access fee;

K – Access fee per 1 (one) square metre of loading bay per month excluding VAT (EUR);

R – the area of the loading bay in square metres.

60 The fee for the use of the Loading Bay service is published in the SF Schedule “Freight Terminals (Loading Bays)”, which is published in the Railway Service Facilities section on the website of the Manager.

Service for the use of station and/or sidings belonging to a rail service facility for the towing of wagons

61. When ordering a service for the use of station and/or sidings assigned to a rail service facility for the towing of wagons, a service is provided to the Service User, during which the Service User shall pull wagons back and forth from the station axis or the siding axis (the siding axis applies only to Kaunas and Klaipėda stations when the wagons do not arrive at the main station of Kaunas or Klaipėda) on the Manager-owned SF-assigned sidings, but to the sidings connected to the Palemonas or Pauostis sidings directly from the intermediate stop) to the boundary of the station (if

the non-Manager-owned siding connects directly to the station track) or the boundary of the Manager-owned SF-assigned siding, by calculating the full distance of the Manager-owned SF-assigned from the beginning of the track to the end of the track (however, if the non-Manager-owned siding connects directly to the station track, the distance shall be calculated from the centreline of the station to the end of the station track). An exception to the calculation of the driving distance shall apply where the operation of pulling of wagons is carried out only on sidings without exiting onto station tracks or where transfers of wagons between Service Users for pulling of wagons to/from sidings are carried out on station tracks or where transfers of wagons between Service Users for pulling of wagons to/from sidings are carried out on Manager-owned sidings. Additional exceptions are provided for in Paragraph 67 of the Rules.

62. The service of using the station and/or sidings SF-assigned for towing of wagons shall be ordered by submitting a Service Order Form to the Manager at least 1 (one) hour prior to the provision of the requested service.

63. The following procedure shall apply to the submission of a Service Order Form:

63.1. the Service Recipient shall submit the Service Request Form to the Station Manager via the e-mail address specified in the Contract for SF Services;

63.2. the Station Attendant shall inform the Service Recipient of the decision by e-mail.

64. The Service Recipient may, knowing the exact timetable of the carriage movements (e.g. for several days, a week or a month), submit to the Manager a completed single Service Order Form with the known exact timetable earlier than one (1) hour prior to the commencement of the requested service.

65. The use of SF-assigned station and/or sidings for wagon towing is not mandatory for the Manager to use the Service Order Form for the Service Order when the service is provided to the Service User's locomotives without wagons, other rolling stock without wagons that performs the function of a locomotive, or Special Rolling Stock (hereinafter referred to as “SRS”). In this case, the service shall be booked by contacting the stationmaster before the requested service is provided and shall not be charged:

65.1. the Service User shall inform the Station Manager of the Request for Services by means of a shunting or GSM-R radio communication;

65.2. the Station Attendant informs the Service User of the decision taken by means of a shunting or GSM-R radio communication.

66. The service volume accounting indicators for the use of station and/or SF-assigned sidings for the purpose of forward and backward towing of wagons shall be the wagon kilometres from the axis of the station or the axis of the siding (the axis of the siding is only applicable to Kaunas and Klaipėda stations, when wagons do not arrive at the main Kaunas or Klaipėda station, but at the sidings connected to the Palemonas or Pauostis sidings directly from the intermediate stop) to the SF-assigned Manager-owned station (in those cases, if the non-Manager-owned siding connects directly to the station track) or the boundary of the siding, counting the total distance of the Manager-owned SF-assigned siding from the beginning of the track to the end of the track (however, if the non-Manager-owned siding connects directly to the station track, the distance shall be calculated from the station centreline to the end of the station track).

67. Additional exemptions for the determination of the service volume accounting indicators – wagon kilometres – for the use of SF-assigned station and/or sidings for the purpose of propelling wagons by pulling wagons back and forth shall apply:

67.1. on those sidings without axles where trains arrive from the intermediate stop (applicable to Kaunas and Klaipėda stations, when wagons arrive not at the main Kaunas or Klaipėda station, but at sidings connected to Palemonas or Pauostis sidings). The distance shall be calculated by taking the longest shunting distance on the siding furthest from the boundary of the non-Manager-owned siding (this distance shall be calculated taking into account the direction of towing of the wagons);

67.2. if transfers of railway wagons between Service Recipients for the purpose wagon towing from station tracks to sidings (the final destination of the hauling of the wagons being a siding) and back are carried out on the tracks of the station. In this case, the movement of wagons towed by a Service User on station tracks to the point of handover of the wagons on the yard track and from the point of handover to the boundary of the Manager-owned SF-assigned of the station (if the non-

Manager-owned siding connects directly to the station track) or the boundary of the siding to another Service User (and vice versa), is calculated as a service for the use of station and/or sidings assigned to a rail service facility for wagon towing and is charged according to the distance of the wagons towed by the individual Service Recipients (handing over and taking over wagons).

The distance of the wagon to be towed is calculated for each Service User by dividing the towing distance into two parts: for one Service Recipient, from the station axis to the end of the track (where the handover takes place) (the total distance of the track where the handover takes place), for the other Service User, from the beginning of the track (where the handover of wagons takes place) to the boundary of the station (if the non-Manager-owned siding connects directly to the station track) or the Manager-owned SF-assigned siding, calculating the full distance of the Manager-owned SF-assigned siding from the beginning of the track to the end of the track (however, if the non-Manager-owned siding connects directly to the station track, the distance shall be calculated from the beginning of the track to the end of the station track) and vice versa, for one Service User from the boundary of the Manager-owned SF-assigned station or siding to the end of the track (taking the full distance of the track on which the transfer of wagons is taking place), and for another Service User from the beginning of the track to the station axle;

67.3. if the wagon towing operations are carried out only on the Manager-owned SF-assigned sidings, without leaving the station tracks (whether the whole or part of the consist is on the Manager's track). In this case, the distance of the wagons to be towed shall be calculated by taking into account the total distance of the Manager-owned SF-assigned siding from the beginning of the Manager-owned SF-assigned siding to the end of the Manager-owned SF-assigned siding. In exclusive cases, if only part of the Manager-owned SF-assigned siding is used, from one switch to another switch, going not from a non-Manager-owned siding to another non-Manager-owned siding via part of the Manager-owned SF-assigned siding, the distance shall be calculated by taking not the full distance of the Manager-owned SF-assigned siding, but part of the distance of the Manager-owned SF-assigned siding, from switch to switch, (from the boundary of one non-Manager-owned SF-assigned siding to the boundary of another Manager-owned SF-assigned siding);

67.4. if interchange of wagons between Service Recipients by towing the wagons forth and back from the station tracks to the sidings (the final destination of towing of the wagons being the siding) is performed by the Manager-owned SF-assigned sidings. In this case, the movement of wagons towed by the Service Recipient on station tracks up to the wagon interchange point located on the Manager-owned SF-assigned siding, and from the wagon interchange point to the boundary of the Manager-owned SF-assigned siding towed by the other Service Recipient (and vice versus) is accounted for as a service of using SF-assigned station tracks and/or sidings for wagon towing and is charged according to the distance of wagons towed by individual Service Recipients.

The distance of the wagon towed is calculated for each Service Recipient by dividing the towing distance into two parts: for one Service Recipient it is calculated from the station axis up to the end of the Manager-owned SF-assigned siding (the total distance of the track on which the wagon interchange takes place shall be taken), and for the other Service Recipient - from the start of the Manager-owned SF-assigned siding to the boundary of the Manager-owned SF-assigned siding, calculating the total distance of the Manager-owned SF-assigned siding from the start of the tracks to the end of the tracks. And vice versus – for one Service Recipient from the boundary of the Manager-owned SF-assigned siding to the end of the Manager-owned SF-assigned siding (the total distance of the track on which the wagon interchange takes place shall be taken), and for the other Service Recipient from the start of the Manager-owned SF-assigned siding to the station axis.

68. The fee for the service of using station and/or sidings assigned to the SF for wagon towing does not include the fee for the repair of the locomotive, other rolling stock that performs the function of a locomotive and the SRS (used for repairing railway infrastructure structures, objects or installations, for the carriage of persons connected with the maintenance, repair or construction of railway infrastructure, machinery, spare parts, track superstructure materials and other means of transport for the maintenance, repair or construction of railway infrastructure). The following requirements shall apply to the calculation and payment of the remuneration for the use of the SF-assigned station and/or sidings for wagon towing services:

68.1. this payment shall apply to the towing of wagons for any purpose from the station/yard to the siding and back, and to the towing of wagons on the sidings without leaving the sidings for the

station tracks (for a more detailed description of the application of individual exceptions, see Paragraph 67 of the Rules). Any repositioning of wagons from a station track to another station track shall not be considered as a service for the use of the SF-assigned station and/or sidings for towing of wagons (with the exception referred to in Sub-paragraph 67.2 of the Regulations);

68.2. when the Service Recipient pulls wagons back and forth on the SF-assigned station and/or sidings, this payment shall be calculated on the basis of the distance from the axis of the railway station or the axis of the siding (the axis of the siding is applicable only at Kaunas and Klaipėda stations, when the wagons arrive outside the main Kaunas or Klaipėda station, but to the sidings connected to the Palemonas or Pauostis sidings directly from the intermediate stop) to the boundary of the station (if a non-Manager-owned siding connects directly to the station track) or the boundary of the Manager-owned SFs-assigned siding, by calculating the total distance of the Manager-owned SF-assigned siding from the beginning of the track to the end of the track (in case the non-Manager-owned siding connects directly to the station track, the distance is calculated from the station axis to the end of the station track) (km). Additional exceptions are described in Paragraph 67 of the Rules.

If the siding is located on an intermediate stop – the distance of the wagon draw from the axis of the station or yard from which the wagons are being diverted (the axis of the yard is only applicable to Kaunas and Klaipėda stations when wagons arrive at a station other than the main station of Kaunas or Klaipėda, to the boundary of the Manager-owned SF-assigned siding, the total distance of the Manager-owned SF-assigned siding from the beginning of the track to the end of the track (in km) and/or back is calculated, according to the route of the wagons' pulling manoeuvres (additional exception is given in 67.1). If there are several sidings at the station and the wagons arrived from the intermediate stop directly to the siding, the distance shall be calculated from the axis of the siding where the formation was dismounted;

68.3. the distance in metres shall be rounded up to the nearest 100 metres;

68.4. if the train passes the railway station without stopping, the traction fee shall be applied to the whole formation from the railway station axis or the axis of the siding (the axis of the siding is only applicable at Kaunas and Klaipėda stations, when the wagons do not arrive at the main Kaunas or Klaipėda station, but at sidings connected to the Palemonas or Pauotis sidings, directly from the intermediate stop) to the boundary of the railway line or the boundary of the siding of the railway station or of the the Manager-owned SF-assigned siding, calculating the total distance of the Manager-owned SF-assigned siding from the beginning of the track to the end of the track (however, if a non-Manager-owned siding connects directly to the station track, the distance shall be calculated from the station axis / track axis (the track axis is only applicable at Kaunas and Klaipėda stations when wagons do not arrive at the main Kaunas or Klaipėda station but at the sidings connected to the Palemonas or Pauostis sidings directly from the intermediate stop) to the end of the station track). Additional exceptions are described in Paragraph 67. This rule also applies if a train leaves a non-SF-assigned siding for an intermediate stop without stopping at a station;

68.5. this payment shall be paid by those Service Users who are responsible for the traction of the relevant rail wagons to and from their destination. Additional exceptions to the distance determination are set out in Paragraph 67.

69. The fee for the use of station and/or SF-assigned sidings for the wagon towing service is calculated according to the following formula:

$$K_v = \sum_{n=1}^{\infty} S_{kn} \times k_{vkn}$$, where:

K_v – payment for the use of the SF-assigned station and/or sidings for the wagon towing service (EUR);

S_{kn} – distance by which the nth wagon is pulled back and forth on the Manager-owned SF-assigned station and/or sidings from the axis of the railway station or the axis of the track (the axis of the track is only applicable to Kaunas and Klaipėda stations, when the wagons arrive outside the main Kaunas or Klaipėda station, but to the sidings connected to the Palemonas or Pauostis sidings directly from the intermediate stop) to the boundary of the Manager-owned SF-assigned station (if the non-Manager-owned siding connects directly to the station track) or to the boundary of the siding,

by calculating the total distance of the Manager-owned SF-assigned siding from the beginning of the track to the end of the track (including the distance of the bottleneck) or the distance over which the n^{th} wagon is towed back and forth in the other exceptional cases referred to in Paragraph 67 (including the distance of the bottleneck). In the case where non-Manager-owned siding connects directly to the station track, the distance shall be calculated from the station axle to the end of the station track (km) (the distance calculation includes the turnout distance);

k_{vkn} – the cost of pulling the n^{th} wagon per kilometre (EUR/km).

70. In case of the exception referred to in Sub-paragraph 67.1, the remuneration for the use of station and/or SF-assigned sidings for wagon towing service shall be calculated according to the formula:

$$K_{v1} = \sum_{n=1}^{\infty} S_{kn1} \times k_{vkn}, \text{ where:}$$

K_{v1} – payment for the use of SF-assigned station and/or sidings for wagon towing service (EUR);

S_{kn1} – the distance over which the n^{th} railway wagon is hauled back and forth on the SF-assigned station and/or sidings, calculated in accordance with the exception referred to in Paragraph 67.1 – the distance shall be calculated by taking the longest shunting distance on the track furthest from the boundary of the non-Manager-owned siding, which shall be calculated taking into account the direction of the wagons' traction;

k_{vkn} – the cost per kilometre of pulling the n^{th} wagon (EUR/km).

71. The tariff for the use of station and/or sidings assigned to a railway service facility for wagon towing service (k_{vkn}) shall be published in the SF description of the "Cumulative tracks, train formation and shunting facilities", which is published on the Manager's website under Railway Service Facilities.

72. The service of using the SF-assigned station and/or sidings for the towing of wagons shall include the granting of access to the SF and the rights to use it. The recipient of the service shall be responsible for ensuring that all the work for which this service is requested is carried out. The Service User shall arrange for the wagons to be pulled back and forth from the station axis or the track axis (the track axis only applies to Kaunas and Klaipėda stations when the wagons do not arrive at the main station of Kaunas or Klaipėda, but to the sidings connected to the Palemonas or Pauostis sidings directly from the intermediate stop) to the boundary of the railway track of the Manager-owned SF-assigned siding or station (if the non-Manager-owned siding connects directly to the station track), by calculating the total distance of the Manager-owned SF-assigned siding from the beginning of the track to the end of the track (if the non-Manager-owned siding connects directly to the station track, the distance shall be calculated from the axis of the station to the end of the station track) (km). Additional exemptions are specified in Paragraph 67.

73. In the case of the service of using the SF-assigned station and/or siding for the towing of wagons, the pulling or pushing (hereinafter referred to as "pulling") of the consist or its parts shall be carried out in accordance with the normative technical documents published on the Manager's website under Normative technical documentation.

Service for the use of Rolling Stock Formation and Shunting Facilities

74. When ordering the service for the use of Rolling Stock Formation and Shunting Facilities, the Service User shall be given the possibility to carry out the separation of trainsets into groups of wagons or the positioning of wagons for a new trainset by providing access to the tracks, switches, signalling installations and other facilities of the station (not applicable to the locomotive, SRS and SRS acting as a locomotive), for the purpose of propelling the rolling stock to the station's loading facilities and /or sidings.

75. The service for the use of Rolling Stock Formation and Shunting Facilities shall be ordered by submitting a Service Order Form, by filling in column 11 of Annex 3 to the Rules, to the Manager at least 1 (one) hour before the requested service is to be provided.

76. The following procedure shall apply to the submission of a Service Request Form:

76.1. the Service Recipient shall submit the Service Request Form to the Station Attendant via the e-mail address specified in the SF Service Contract;

76.2. the Station Attendant shall inform the Service Recipient of the decision by e-mail.

77. In the event of an unclear or inaccurate order for the use of the Rolling Stock Formation and Shunting Service, the Station Attendant shall contact the Service Recipient by e-mail or by shunting or GSM-R radio to clarify the use of the Rolling Stock Formation and Shunting Service. If the Service User does not provide his/her clarification, the Station Attendant shall have the right to decide whether a Rolling Stock Formation and Shunting Service has been performed during the use of the SF service by the particular Service User. In this case, the Station Attendant shall inform the Service User by e-mail (as specified in the SF Contract) of the service provided, indicating the track, locomotive No. and wagon No. of the railway station.

78. The volume accounting indicators for the use of the rolling stock formation and shunting facilities service are the number of rolling stock formed in the rolling stock formation and shunting facilities.

79. The following requirements shall apply to the calculation and payment of the service charge for the use of Rolling Stock Formation and Shunting Facilities:

79.1. this fee shall apply to the rolling stock specified by the Service User in the Service Order Form when the Service User conducts:

79.1.1. the separation of trainsets into groups of wagons;

79.1.2. the placement of the wagons stacked in a new consist.

79.2. a period of 24 (twenty-four) hours is allocated for the service of using the rolling stock formation and shunting facilities. This time limit shall be calculated individually for each rolling stock, irrespective of whether it is withdrawn at the beginning or at the end of the formation procedure. At the end of this time limit, the payment referred to in Paragraph 87 of the Rules shall be made;

79.3. this fee shall be payable by the Service User who has submitted a Service Order Form (by completing column 11 of Annex 3 to the Rules) for the use of the Rolling Stock Formation and Shunting Facilities Service and on whose behalf the towing of rolling stock to the loading and/or sidings of the station is carried out, or by the Service User who has made use of the services under the conditions described in Paragraph 77 of the Rules.

80. The fee for the use of the rolling stock formation and shunting facilities shall be calculated according to the following formula:

$$K_f = V_f \times k_f, \text{ where:}$$

K_f – fee for the use of rolling stock formation and shunting facilities (EUR);

V_f – number of wagons and rolling stock performing the function of a wagon that are being formed (units);

k_f – the cost of forming a single wagon or rolling stock acting as a wagon (EUR per unit).

81. The fee for the use of the rolling stock formation and shunting facilities service (k_f) is published in the SF description of “Cumulative tracks, train formation and shunting facilities”, which is available on the Manager's website under Railway Service Facilities.

82. The service of access to rolling stock formation and shunting facilities shall include the granting of access to and rights to use the SFs. The Service User shall be responsible for ensuring that all the work for which this service is requested is carried out. The service recipient shall be responsible for the formation of the rolling stock.

Use of railway service facilities for the storage of rolling stock

83. When requesting the use of rail service facilities for the storage of rolling stock, the Service User shall be provided with station tracks for the storage of rolling stock.

84. For the purpose of ordering a service for the use of railway service facilities for the storage of rolling stock, the Service Order Form shall not be mandatory for the Manager. The service shall be booked at least one (1) hour before the desired service is to be provided by contacting the Station Attendant.

85. The following procedure shall apply to the ordering of a service:

85.1. the Service User shall inform the Station Attendant of the Request for Services by means of a shunting or GSM-R radio communication or, if not possible, by e-mail, as specified in the SF Service Contract;

85.2. the Station Attendant shall inform the Service Recipient of the decision by shunting or GSM-R radio communication or by e-mail if the request was received by e-mail.

86. The service volume accounting indicators for the use of Railway Service Facilities for the storage of rolling stock shall be the storage time of the rolling stock in hours on the Manager-owned SF. This fee shall apply for the storage of rolling stock on the tracks of a railway station for more than 24 (twenty-four) hours.

87. The following requirements shall apply for the calculation and payment of the remuneration for the use of Railway Service Facilities for the storage of rolling stock:

87.1. this payment shall apply to the storage of rolling stock on the tracks of a railway station for more than 24 (twenty-four) hours. This time shall be calculated from the arrival of the rolling stock from the point of interchange, or from the point of loading, inspection, maintenance, repair or parking, onto the station track and shall not be reduced if the rolling stock is moved from one station track to another station track;

87.2. the use of rail service facilities for the storage of rolling stock shall not be provided on the Manager's sidings;

87.3. when the rolling stock is returned from the siding to the railway station, the storage time of the rolling stock at the railway station shall start again;

87.4. the time spent with the rolling stock on the tracks of the railway station shall be counted in hours with whole numbers rounded up;

87.5. this payment is payable by the Service User who is responsible for pulling the rolling stock out of the station, irrespective of whether the rolling stock has been pulled onto the intermediate stop or onto an siding. In cases where the rolling stock arriving at the railway station from an intermediate stop or an siding is not withdrawn from the railway station to the siding or to the intermediate stop for more than 1440 hours (one thousand four hundred and forty hours) (1441 (one thousand four hundred and forty-one) hours or more), the full payment shall be payable by the Service User who brought the rolling stock to the railway station from an intermediate stop or siding until the rolling stock arriving at the railway station from an intermediate stop or siding is removed from the railway station to an siding or intermediate stop;

87.6. the payment for the first 1440 (one thousand four hundred and forty) hours shall be calculated in the next accounting month following the month in which the actual storage of the first 1440 (one thousand four hundred and forty) hours was recorded. If the rolling stock has been parked for more than 1440 (one thousand four hundred and forty) hours, the payment for parking at the railway station for the hours after the first 1440 (one thousand four hundred and forty) hours shall be calculated on a monthly basis (with the Service User being invoiced each month for the number of days the carriage has been stored during that month), up to the point at which the rolling stock is moved from the railway station to the intermediate stop or siding.

88. The fee for the use of rail service facilities for the storage of rolling stock shall be calculated according to the following formula:

$$K_{rl} = T_{rl} \times k_{rl}$$, where:

K_{rl}– the fee for the use of SF for the storage of rolling stock (EUR);

T_{rl}– the actual time the rolling stock has been held in SF in excess of the time allowed for the operation concerned (hour);

k_{rl} – the cost per hour of keeping the rolling stock in SF beyond the time allowed for the operation concerned (EUR per hour).

89. The tariff for the use of railway service facilities for the storage of rolling stock (k_{r1}) is published in the SF description of the “Stacking tracks, train formation and shunting facilities”, which is available on the Manager's website under Railway Service Facilities

90. A Service Order Form if the Service User plans to store the rolling stock for a period of more than 120 (one hundred and twenty) hours and a Service Order Form if the Service User plans to store the rolling stock for a period of less than 120 (one hundred and twenty) hours, shall not be provided regardless of whether the Service User has brought the rolling stock to the station from the intermediate stop/siding or whether the Service User has taken the rolling stock for removal from the station to the intermediate stop/siding.

Use of wagon shunting hill service

91. When ordering the Wagon shunting hill service, the Service User shall be given access to the shunting hill (including the shunting hill bottleneck) for the purpose of unpacking and forming

trainsets.

92. The service of using the shunting hill shall be ordered by submitting a Service Order Form and a decoupling sheet at least 1 (one) hour before the requested service is to be provided.

93. The following procedure shall apply to the ordering of the service:

93.1. the Service Recipient shall submit the Service Order Form and the Coupling Sheet to the Station Attendant via the e-mail address specified in the SF Service Contract;

93.2. the railway station employee shall inform the Service Recipient of the decision by e-mail.

94. The indicator for the accounting of the volumes of use of the shunting hill is the number of wagons distributed on the shunting hill (including the shunting hill bottleneck).

95. The following requirements shall apply to the calculation and payment of the fee for the use of the wagon shunting hill service:

95.1. this fee shall be payable when the Service User unbundles/forms a trainset using the wagon shunting hill (including the shunting hill bottleneck) on its own traction and unbinds the wagons at the wagon shunting hill with the help of its own staff;

95.2. this fee shall be payable by the Service User who:

95.2.1. carries out the operation of propelling rolling stock to the wagon shunting hill in accordance with the order placed;

95.2.2. in the case of formation of a trainset at a railway station, the Service Recipient is designated as the Service Recipient who will perform the formation of wagons using the wagon shunting hill (including the shunting hill bottleneck).

96. The fee for the use of the Wagon shunting hill service shall be calculated according to the following formula:

$$K_{sk} = V_{sk} \times k_{sk}, \text{ where:}$$

K_{sk}– the fee for the use of the wagon shunting hill service (EUR);

V_{sk}– number of wagons distributed by the shunting hill (including the shunting hill bottleneck) (pcs.);

k_{sk} – price per wagon distributed by a shunting hill (including the shunting hill bottleneck) (EUR per unit).

97. The tariff for the use of the car shunting hill (k_{sk}) is published in the SF description of the “Stacking tracks, train formation and shunting facilities”, which is published on the Manager's website under Railway Service Facilities

98. The service of using the wagon shunting hill is provided at Bugeniai, Draugystės, Klaipėda, Kaunas (Palemonas), Paneriai, Radviliškis and Vaidotas railway stations.

99. The service of using the wagon shunting hill includes granting access to the SF and rights to use this SF. The recipient of the service shall be responsible for ensuring that all the work for which this service is requested is carried out.

Use of the track gauge change mechanism

100. By ordering the track gauge change service, the Service User shall be given the possibility to pull rolling stock with width-changing wheelsets through the track gauge change mechanism at Mockava railway station.

101. The Service Order Form shall not be mandatory for the Manager to order the use of the track gauge change mechanism. The service shall be booked at least 1 (one) hour before the requested service is due to be provided by contacting the Station Attendant.

102. The following procedure shall apply to the ordering of a service:

102.1. the Service User shall inform the Station Attendant of the Request for Services by means of a shunting or GSM-R radio communication, or, if not possible, by e-mail, as specified in the SF Contract;

102.2. the Station Attendant shall inform the Service Recipient of the decision by shunting or GSM-R radio communication or by e-mail if the request was received by e-mail.

103. The service volume accounting indicators for the use of the track gauge change mechanism shall be the number of Rolling Stock for which the axle gauge is changed.

104. The fee for the Gauge Change Service shall be calculated and paid as follows:

104.1. this fee shall apply only to the use of rolling stock fitted with bogies of type SUW-2000;

104.2. this fee shall be calculated for each Rolling Stock regardless of the number of Rolling Stock with SUW-2000 bogies to be used.

105. The fee for the use of the bogie change service shall be calculated according to the following formula:

$$K_k = V_k \times k_k, \text{ where:}$$

K_k– the fee for the use of the wheel base change service (EUR);

V_k – number of rolling stock for which the axle gauge is changed (pcs.);

k_k – cost of axle gauge change per vehicle (EUR per unit).

106. The tariff for the use of the track gauge change service (k_k) shall be published in the SF Schedule for "Stacking tracks, train formation and shunting facilities", which is available on the Manager's website under Railway Service Facilities.

Accident recovery service for SF:

107. The SF Accident Response Service provides the Service User with assistance in dealing with the consequences of railway transport disasters, railway transport accidents and railway transport incidents.

108. No Service Request Form is provided to the Manager for the ordering of the SF Emergency Response Service. The Service User shall coordinate the place and time of service provision with the Traffic Management Coordinator of the Manager by telephone (8 (5) 269 3896) or by contacting the Traffic Management Unit of the Manager by e-mail evc@ltginfra.lt.

109. The following requirements shall apply for the calculation and payment of the fee for the SF Emergency Response Service:

109.1. the fee shall be calculated each time on the basis of individually assessed components. The fee shall include the time spent in travelling to the scene of the incident, preparing for the work, collecting the equipment at the end of the work, and arriving at the permanent stowage point of the auxiliary train at Vilnius, Kaunas, Šiauliai, or Klaipėda railway stations;

109.2. payment shall be made when the Manager uses its own technical capacity (auxiliary trains permanently stationed at Vilnius, Kaunas, Šiauliai and Klaipėda railway stations) to carry out the following emergency response work:

109.2.1. lifting of derailed rolling stock with KRC and EDK model railway cranes, Hesch or other lifting equipment;

109.2.2. the assembly and loading of rolling stock, its parts and cargo using KRC and EDK model railway cranes (subject to agreement with the Manager);

109.2.3. other accident recovery (rehabilitation) works (subject to agreement with the Manager):

109.2.3.1. for sealing tanks;

109.2.3.2. metal welding (cutting);

109.2.3.3. pumping of liquid materials into containers;

109.2.3.4. the collection of bulk materials into containers;

109.2.3.5. neutralisation of petroleum products by sorbents;

109.2.3.6. for the cooling of rolling stock (after a fire, in case of danger of overheating);

109.2.3.7. for environmental treatment by bulldozer and other equipment;

109.2.3.8. unloading (loading) of track gantries, switches and sleepers by means of KRC model railway cranes;

109.2.3.9. unloading (loading) and laying of roadway girders, switches and sleepers using KRC model railway cranes.

110. The service shall be provided only on the Manager's railway tracks (intermediate stops, station tracks, station sidings, etc.).

111. Given that the accident response varies from time to time depending on the consequences caused, the remuneration for the SF Emergency Response Service shall be assessed on a case-by-case basis and shall be calculated on the basis of a formula equal to the sum of the following components:

$$Pk=(Vi\times Vsk)+S_i+(Mi\times Qi)+(Ki\times Qi)+(Ei\times Qi)+Ai+(Kti\times Qi)+N+V+WACC, \text{ where:}$$

Pk – Fee for the SF Emergency Response Service (EUR)
Vi – the hourly rate of the employee providing the service;
Vsk – number of hours;
S_i – social security contribution percentage of$(V_i \times V_sk)$
Mi – the price of the material consumed at the time the service is provided;
Ki – the price of fuel, lubricants at the time of the service;
Ei – the cost of electricity consumed at the time of supply of the service;
Ai – the depreciation of the assets used in the provision of the service;
Kti – the cost of other costs incurred at the time of supply of the service;
Qi – quantity of inputs incurred during the provision of the service;
N – indirect costs;
V – operating costs;
WACC – Reasonable profit margin for access to and/or services provided in an SF, which corresponds to the Weighted Average Cost of Capital (WACC) of the operator of the SF, EUR

112. The method of setting the payment for the SF Emergency Response Service is also published in the SF description under "Technical Assistance Facilities", which is available on the Manager's website under Railway Service Facilities.

113. The emergency response to railway transport disasters, railway transport accidents, railway transport accidents occurring on the territory of the Manager shall be organised by the Manager, if necessary, in accordance with the procedure laid down in the SF Service Contract, with the assistance of railway undertakings (carriers) and with the use of their traction rolling stock or other railway rolling stock.

SECTION 2
ADDITIONAL SERVICES PROVIDED IN RAILWAY SERVICE FACILITIES, PROCEDURES FOR ORDERING THEM, ACCOUNTING FOR THEM AND FIXING THE CHARGES FOR THE USE OF THESE SERVICES

A service for the provision of traction current, for which charges are invoiced separately from charges for the use of electricity supply facilities

114. The traction current service shall provide the Service User with the transmission of electricity from traction substations to locomotives.

115. The traction current service shall be ordered by means of requests for public infrastructure capacity or last-minute requests in accordance with the procedures and deadlines set out in the RTC and the Network Provisions, specifying the information on the Request for traction current services in these applications.

116. The traction current service shall be accounted for by calculating the actual electricity used per locomotive per month.

117. The payment for the traction current service shall be calculated on the basis of the actual meter readings of the meters using traction current during one calendar month (kWh):

$$E = Re\ x\ e, \text{ where:}$$

E – traction current remuneration (EUR);
Re – the amount of electricity – active energy consumed, reactive energy consumed, reactive energy generated and the power component required to provide traction to rolling stock (kWh);
e – the price per kWh of the electricity consumed in active, reactive, generated reactive and power components required for the traction of the rolling stock, as determined by the electricity suppliers (EUR/kWh).

118. Information on the tariff for the traction current service (E) shall be published on the website of the Manager under Railway Service Facilities.

CHAPTER VII
FINAL PROVISIONS

119. In order to ensure the protection of the commercial or professional secrets of the Service Users, the information provided to the Manager, the information provided to the Manager by the Service User shall be made public and shall be disclosed to third parties, mutatis mutandis, in accordance with the principles for the protection of the commercial and professional secrets of economic operators set out in Article 7^1 (8) of the GTC.

120. Complaints against decisions taken by the Manager concerning the provision or refusal to provide basic and/or additional services to Service Users, as well as concerning the restriction of the right to use these services to Service Users, shall be dealt with by the Manager of the Railway Transport Market in a mandatory, prior, non-judicial procedure.