BANEDANMARK

ORF

Operational Rules for fjernbane

ORF-25-1 valid from 05.05.2025

Roles

RF.14

Shunter

RF.15 DEFINITION

The Shunter is responsible for the safe movement of rolling stock within a designated shunting area, on a route for shunting or in a possession.

The Shunter can only be responsible for the movement in areas were the Shunter has the necessary knowledge about the infrastructure and the location specific descriptions which apply to the area.

The responsibilities of a Shunter can be performed by a Driver provided that the traction and brakes can be controlled from the front end cab for the direction of travel.

Change per 2025-05-05:

The Shunter is responsible for the safe movement of rolling stock within a designated shunting area ~~or~~, on a route for shunting~~.~~ or in a possession.

The Shunter can only be responsible for the movement ~~of one train or vehicle at a time, and only~~ in areas were the Shunter has the necessary knowledge about the infrastructure and the location specific descriptions which apply to the area.

The responsibilities of a Shunter can be performed by a Driver provided that the traction and brakes can be controlled from the front end cab for the direction of travel.

RF.119

Dispatcher

RF.120 DEFINITION

The Dispatcher works within the traffic control centre and is responsible for disposing railway traffic within the allocated area. The Dispatcher decides in accordance with current service agreements in the event of deviations from the production plan, and in the event of major irregularities coordinate with Signaller, the O&M coordinator, the Network manager and relevant Railway undertakings.

The Dispatcher is responsible for ensuring that the production plan in the signaling is up to date at all times.

Change per 2025-05-05:

The Dispatcher works within the traffic control centre and is responsible for ~~ensuring~~ ~~that~~disposing railway traffic within the allocated area ~~is. disposed~~The ~~of~~Dispatcher ~~correctly~~decides in accordance with current service agreements in the event of deviations from the production plan, and in the event of major irregularities coordinate with Signaller, the O&M coordinator, the Network manager and relevant Railway undertakings.

The Dispatcher is responsible for ensuring that ~~timetables are updated~~ the ~~and~~production ~~available~~plan in the signaling ~~system~~is up to date at all times.

RF.69

Network manager

RF.70 DEFINITION

The Network manager is reponsible for coordinating the railway traffic during disruptions, in cooperation with the Dispatcher, Signaller, Railway Undertakings, Emergency services, Contractors and other relevant parties using or working on the rail network managed by Banedanmark.

Change per 2025-05-05:

The Network manager is reponsible for coordinating the railway traffic during disruptions, in cooperation with the ~~Signaller~~Dispatcher, ~~Dispatcher~~Signaller, Railway Undertakings, Emergency services, Contractors and ~~others~~other relevant parties using or working on the rail network managed by Banedanmark.

Definitions

OR.DEF.683

DMI symbols and marker boards

OR.DEF.65

Open main circuit breaker

Change per 2025-05-05:

~~Neutral~~Open ~~section~~main ~~announcement~~circuit breaker

OR.DEF.66 DEFINITION

Open main circuit breaker is an indication on the DMI that the train is approaching a neutral section and the Driver must be prepared to open the main circuit breaker.

Change per 2025-05-05:

~~Neutral~~Open ~~section~~main ~~announcement~~circuit breaker is an indication on the DMI that the train is approaching a neutral section and the Driver must be prepared to open the main circuit breaker.

Responsibilities

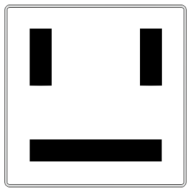
OR.DEF.67 Driver

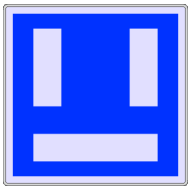
When the symbol for open main circuit breaker is displayed on the DMI you must be prepared to open the main circuit breaker before the train reaches the neutral section.

The DMI will indicate the symbol in grey if opening of the main circuit breaker happens automatically.

OR.DEF.68 Driver

You must open the main circuit breaker before the train reaches the open main circuit breaker marker.





OR.DEF.662 Driver

You must immediately inform the Signaller in case your train enters a neutral section with the main circuit breaker closed.

OR.DEF.911

Start of private infrastructure

Change per 2025-05-05:

Start of private infrastructure

OR.DEF.912 DEFINITION

Change per 2025-05-05:

The marker “Start of private infrastructure” marks the beginning of private owned infrastructure.

The marker is placed in permanent shunting areas at the beginning of private owned infrastructure. The owner of the infrastructure is indicated on the marker.

Responsibilities

OR.DEF.914 Shunter

Change per 2025-05-05:

Before passing the marker, you must ensure that you are authorised to pass the marker by the owner of the infrastructure.

OR.DEF.915

End of private infrastructure

Change per 2025-05-05:

End of private infrastructure

OR.DEF.916 DEFINITION

Change per 2025-05-05:

The marker “End of private infrastructure” marks the end of private owned infrastructure.

The marker is placed in permanent shunting areas at the beginning of infrastructure owned or managed by Banedanmark.

Responsibilities

OR.DEF.918 Shunter

Change per 2025-05-05:

You must pass the marker without further permission.

OR.DEF.694

Failed Train

OR.DEF.272

Assisting train

OR.DEF.273 DEFINITION

An assisting train is used to move another train if it is not able to continue by itself or to transfer passengers from a malfunctioning train or in the event of a incident.

Assisting trains are announced by the Network manager either by updating the signalling system with a new timetable, or changing the timetable of an existing train.

An assisting train runs according to a timetable. The assisting train will join/share the section with the failed train. The assisting train can be coupled to the front of the failed train or assist from the rear. Once the assisting train has been coupled to the failed train, the entire consist either continues with one of the existing train running numbers or becomes a new train with a new timetable.

Change per 2025-05-05:

An assisting train is used to move another train if it is not able to continue by itself~~.~~ ~~Assisting~~or ~~trains~~to ~~can~~transfer ~~be~~passengers ~~called~~from ~~for~~a ~~as~~malfunctioning ~~a~~train ~~result~~or ~~of~~in ~~malfunctions~~the ~~or~~event ~~incidents~~of a incident.

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OR.DEF.687

Preparing a mission

OR.DEF.648

Missing rear end indication

OR.DEF.649 DEFINITION

Missing rear end indications is a permission to allow a single train to run without rear indications when it has been identified during inspection of the train, that the train cannot run with normal rear indication.

The permission is given by the Dispatcher over a specified portion of the network following a request from the Railway Undertaking. The Dispatcher must ensure that all affected Signallers are informed.

Change per 2025-05-05:

Missing rear end indications is a permission to allow a single train to run without rear indications when it has been identified during inspection of the train, that the train cannot run with normal rear indication.

The permission is given by the ~~Network manager~~ Dispatcher over a specified portion of the network following a request from the Railway Undertaking. The ~~Network~~Dispatcher ~~manager~~must ~~ensures~~ensure that all affected Signallers are informed.

Responsibilities

OR.DEF.650 Signaller — You must ensure that information about a train with missing rear end indications is entered into the Signaller log.

OR.DEF.651 Signaller — To authorise a train into a track section which is indicated as occupied, following a train with missing rear end indications, you must verify that the train has completely vacated the area before allowing an OS MA or Operational Instruction into the track section indicated as occupied.

OR.DEF.638

Rear end indication

OR.DEF.639 DEFINITION — The rear end indications are indicated by two steady red lights on the rear unit of the train.

These lights are horizontally aligned.

The rear end indications for trains that cannot be indicated by two steady red lights can instead be indicated by 2 reflective plates with white side triangles and red top and bottom triangles.

For propelling movements the rear end indications can be indicated on the front end of the train.

Driving with missing rear indications can be authorised by the Dispatcher.

Change per 2025-05-05:

The rear end indications are indicated by two steady red lights on the rear unit of the train.-

These lights are horizontally aligned.

~~For~~The ~~freight~~rear end indications for trains~~, the~~that ~~rear~~ cannot ~~indications~~be indicated by two steady red lights can instead be indicated by 2 reflective plates with white side triangles and red top and bottom triangles.

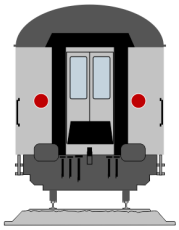
For propelling movements the rear end indications can be indicated on the front end of the train.

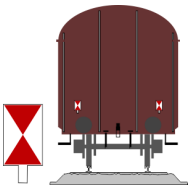
Driving with missing rear indications can be authorised by the ~~Network manager~~Dispatcher.

Responsibilities

OR.DEF.640 Driver

You must ensure that correct rear end indication of your train or vehicle is always applied during any movements.





Procedures

1947

Normal operation

3807

Handling of hazardous goods

3808 Precondition

A train has been prepared for service. The train will transport hazardous goods.

3809 Purpose

Ensure that Banedanmark is informed of trains transporting hazardous goods. And that all affected Signallers are informed of this as necessary.

PROCEDURE

3811 Railway Undertaking 

The Railway Undertaking must have a procedure which ensures that the wagon list of the train is registered according to the method of reporting as specified.

The registration must include:

- location of the wagons in the train
- wagon type if it cannot be deduced from the wagon number
- UN number, RID class and packing group for each wagon
- quantity of hazardous goods on each wagon specified in kg or liters, according to RID
- high consequence hazardous goods according to RID.

If the train contains wagons which carry trailers, then the notification must also state whether this is tank or mixed goods transport.

The Railway Undertaking must ensure that the Driver, as a minimum, has been provided with the information required by RID before starting the mission. It must be ensured that the train is not reported ready for departure to the Driver before the wagon list has been registrated according to the method of reporting as specified.

If the train includes wagons transporting hazardous goods with label 1, 1.5 or 1.6 (see appendix B) The Railway Undertaking must distinctly inform the Dispatcher about the train.

If the train includes wagons transporting hazardous goods with label 1, 1.5 or 1.6 The Railway Undertaking must only report the train ready for departure to the driver, when the Dispatcher has reported that all affected Signallers have confirmed the receival of the hazardous goods transport repoert.

The Railway Undertaking must ensure that its relevant shunters, are informed if the wagons are provided with label 1, 1.5 or 1.6.

Change per 2025-05-05:

The Railway Undertaking must have a procedure which ensures that the wagon list of the train is registered according to the method of reporting as specified ~~by Banedanmark~~.

The registration must include:

- location of the wagons in the train
- wagon type if it cannot be deduced from the wagon number
- UN number, RID class and packing group for each wagon
- quantity of hazardous goods on each wagon specified in kg or liters, according to RID
- high consequence hazardous goods according to RID.

If the train contains wagons which carry trailers, then the notification must also state whether this is tank or mixed goods transport.

The Railway Undertaking must ~~also~~ ensure that the Driver, as a minimum, has been provided with the information required by RID before starting the mission. It must ~~also~~ be ensured that the train is not reported ready for departure to the Driver before the wagon list has been registrated according to the method of reporting as specified ~~by Banedanmark~~.

~~The Railway Undertaking must inform~~If the ~~Network manager about trains which~~train includes wagons transporting hazardous goods with label 1, 1.5 or 1.6 (see appendix B)~~.~~

The Railway Undertaking must ~~only~~distinctly ~~report~~inform ~~trains~~the ~~which~~Dispatcher about the train.

If the train includes wagons transporting hazardous goods with label 1, 1.5 or 1.6 The Railway Undertaking must only report the train ready for departure to the ~~Driver~~driver, when the ~~Network manager~~Dispatcher has reported that all affected Signallers have confirmed the receival of the hazardous goods transport ~~report~~ repoert.

~~Lastly, the~~The Railway Undertaking must ensure that its relevant shunters, are informed if the wagons are provided with label 1, 1.5 or 1.6.

3813 Dispatcher

If the wagons contain hazardous goods marked with labels 1, 1.5 or 1.6 (see appendix B), the Dispatcher must ensure that all affected Signallers are informed of the train before the Dispatcher confirms the receival of the hazardous goods transport report to the Railway Undertaking.

Change per 2025-05-05:

If the wagons contain hazardous goods marked with labels 1, 1.5 or 1.6 (see appendix B), the ~~Network manager~~Dispatcher must ensure that all affected Signallers are informed ~~before~~of the ~~Network~~train ~~manager~~before the Dispatcher confirms the receival of the hazardous goods transport report to the Railway Undertaking.

3814 Signaller

When the Signaller receives a report informing that a train is transporting hazardous goods with the labels 1, 1.5 or 1.6 (see appendix B), the Signaller must confirm the receival of the report to the Dispatcher.

The Signaller must ensure that the train transporting hazardous goods with the labels 1, 1.5 or 1.6 are reported in the Signaller log.

The Signaller must then ensure that the train is **NOT** allowed to depart before the Dispatcher confirms that all affected Signallers have confirmed the receival of the train transporting hazardous goods with the label 1, 1.5 or 1.6 report.

Change per 2025-05-05:

When the Signaller receives a report informing that a train is transporting hazardous goods with the labels 1, 1.5 or 1.6 (see appendix B), the Signaller must confirm the receival of the report to the ~~Network~~Dispatcher.

The ~~manager~~Signaller ~~and~~must ~~report~~ensure ~~it~~that the train transporting hazardous goods with the labels 1, 1.5 or 1.6 are reported in the Signaller log.

The Signaller must then ensure that the train is NOT allowed to depart before the ~~Network manager~~Dispatcher confirms that all affected Signallers have confirmed the receival of the train transporting hazardous goods ~~transport~~with the label 1, 1.5 or 1.6 report.

3815 Dispatcher

When the Dispatcher has received a confirmation from all affected Signallers, the Dispatcher must report to the Signaller responsible for the starting location of the train that all affected Signallers have confirmed and that the train may depart.

This report must also be given to Signallers controlling locations where the train is planned to change consist.

Change per 2025-05-05:

When the ~~Network manager~~Dispatcher has received a confirmation from all affected Signallers, the~~ Network manager~~Dispatcher must report to the Signaller responsible for the starting location of the train that all affected Signallers have confirmed and that the train may depart.

This report must also be given to Signallers controlling locations where the train is planned to change consist.

3816 Signaller

When the Dispatcher reports that all affected Signallers have confirmed the receivel of wagons transporting hazardous goods with the label 1, 1.5 or 1.6 report, the Signaller may allow the train to depart.

Change per 2025-05-05:

When the ~~Network manager~~Dispatcher reports that all affected Signallers have confirmed the receivel of wagons transporting hazardous goods with the label 1, 1.5 or 1.6 report, the Signaller may allow the train to depart.

3163

Handling changes to operation

3164 Precondition

A need to change the planned operation has occured.

3165 Purpose

Ensure that changes to the operation are handled by the Dispatcher and are included in the production plan in collaboration with the Signaller, in accordance with the service agreement, and possibly in collaboration with the Network manager.

PROCEDURE

3169 Signaller

If the change can be handled in accordance with the service agreement, the Signaller must ensure that the production plan is updated with the changes.

If the change cannot be handled in accordance with the service agreement, the Signaller must inform the Dispatcher and in cooperation decide the next operational step.

Change per 2025-05-05:

~~The Signaller must ensure that the Dispatcher is informed of all changes to the planned operation.~~

If the change can be handled in accordance with the service agreement, the Signaller must ensure that the production plan is updated with the changes.

If the change cannot be handled in accordance with the service agreement, the Signaller must ~~ensure that~~inform the ~~Network~~ Dispatcher ~~manager~~and ~~is~~in ~~informed~~cooperation decide the next operational step.

3557 Signaller

If the change in the production plan results in a change in the line the train drives or a change in the scheduled stopping locations, the Signaller must ensure that the Driver is informed about the changes.

3170 Signaller

If the change in the production plan results in an altered train sequence out of the level 2 area, the Signaller must inform the Legacy signaller of the level 0 or level ATC area about the change.

If the change in the production plan results in an altered train sequence for a train entering or exiting a depot, the Signaller must contact the person controlling the depot and coordinate necessary changes.

3593 Signaller

The Signaller must ensure that other Signallers affected by the change are informed.

Change per 2025-05-05:

The Signaller must ensure that ~~the~~other Signallers affected by the change are informed.

2384

Infrastructure fault

3177

Changes in driving conditions

3178 Precondition

A Maintainer has inspected an infrastructure fault and has identified a change in the condition of the infrastructure. This is reported to the O&M coordinator.

3179 Purpose

To update the condition of the infrastructure in the signalling system and adjust operations to the new capabilities.

PROCEDURE

3180 O&M coordinator

If the O&M coordinator is informed about a change in the condition of the infrastructure, the O&M coordinator must evaluate the consequences of the change. The O&M coordinator must do so in close cooperation with the Signaller.

3181 Signaller

If the Signaller is informed about a change in the condition of the infrastructure, the Signaller must evaluate the consequences of the change and the necessary changes to operations. The Signaller must do so in close cooperation with the O&M coordinator.

The Signaller must inform the Dispatcher about the changes in driving conditions.

Change per 2025-05-05:

If the Signaller is informed about a change in the condition of the infrastructure, the Signaller must evaluate the consequences of the change and the necessary changes to operations. The Signaller must do so in close cooperation with the O&M coordinator.

The Signaller must inform the ~~Network manager~~Dispatcher about the changes in driving conditions.

3182 O&M coordinator

The O&M coordinator must initiate appropriate measures and register the changes in conditions in the infrastructure in the signalling system.

Communication

CO.45

Use of radio and phone

CO.53

Mobile phone

CO.54 All

Safety messages exchanged via mobile phone must be exchanged verbally and never using any text capability of the phone. The mobile phone is only to be used when no train radio is available.

The mobile phone number of a Driver can be requested from the Railway Undertaking.

Change per 2025-05-05:

Safety messages exchanged via mobile phone must be exchanged verbally and never using any text capability of the phone. The mobile phone is only to be used when no train radio is available.

The mobile phone number of a Driver can be requested from the Railway Undertaking ~~via the Network manager~~.

CO.55 All

If the Signaller is called using a mobile phone you must always inform the Signaller of your mobile phone number and current location during the initial communication unless you know that the Signaller already has this information.

CO.56 Signaller

The Signaller must record the mobile phone number in the Signaller log against a train running number, possession, shunting area etc. as appropriate.

CO.57 Signaller

The Signaller is only to call using a mobile phone if a landline phone is not available.

CO.184

Examples of communication

Change per 2025-05-05:

Examples of communication

CO.185

Example of Emergency Message

Change per 2025-05-05:

Example of Emergency Message

CO.186 All

Change per 2025-05-05:

The Signaller has used the signalling system functionality to Emergency stop all supervised trains in an area because of an emergency. The Signaller contacts the Driver of an unsupervised train running on an Operational Instruction number 1 and order the train to stop.

CO.187 Signaller

Change per 2025-05-05:

"Mayday mayday, mayday. Train running number 5-4-8-4-4 emergency stop. There is a reported obstruction on the tracks at Randers. Mayday mayday, mayday. Train running number 5-4-8-4-4 emergency stop. There is a reported obstruction on the tracks at Randers. Over."

CO.188 Driver

Change per 2025-05-05:

"Received. Train running number 5-4-8-4-4 is stopping. Over."

CO.202

Change per 2025-05-05:

"Correct. Out."

CO.189

Example of Operational Instruction Message

Change per 2025-05-05:

Example of Operational Instruction Message

CO.190 All

Change per 2025-05-05:

The Driver of a train, which is at a standstill at the end of a movement authority, in front of ETCS stop marker Kj-0-1-2, contacts the signaller and request an authority to proceed.

The Signaller has exhausted all possibilities for issuing a movement authority. The Train must proceed on an Operational Instruction number 1.

CO.191 Driver

Change per 2025-05-05:

“This is a safety message. Train running number 4-6-3-4 I am at standstill in front of ETCS stop marker Kilo-Juliet-0-1-2 and request an authority to proceed. Over.”

CO.192 Signaller

Change per 2025-05-05:

“Received. Train running number 4-6-3-4 is at a standstill in front of ETCS stop marker Kilo-Juliet-0-1-2 and request an authority to proceed. Over.”

CO.193 Driver

Change per 2025-05-05:

“Correct. Out.”

CO.194 All

Change per 2025-05-05:

The Signaller fills out an Operational Instruction number 1 and contacts the driver.

CO.195 Signaller

Change per 2025-05-05:

“This is a safety message. Prepare Operational Instruction number 1. Over.”

CO.196 Driver

Change per 2025-05-05:

“Received. Ready for Operational Instruction number 1. Over.”

CO.197 Signaller

Change per 2025-05-05:

“Train running number 4-6-3-4, it is the 17th of February 2025, this is traffic control centre East, mark with a cross in box 1-stop-1-0 and write Kilo-Juliet-0-1-2 and delete kilometer, mark with a cross in box X-ray-stop-4-1 and write 3-0 km/h from kilometer 1-2-3-point-1 to kilometer 1-2-3-point-3 and delete marker board. Over.”

CO.198 Driver

Change per 2025-05-05:

“Received. Train running number 4-6-3-4, it is the 17th of February 2025, I’m talking to traffic control centre East, I have marked with a cross in box 1-stop-1-0 and written Kilo-Juliet-0-1-2 and deleted kilometer, I have marked with a cross in box X-ray-stop-4-1 and written 3-0 km/h from kilometer 1-2-3-point-1 to kilometer 1-2-3-point-3 and deleted marker board. Over.”

CO.199 Signaller

Change per 2025-05-05:

”Correct. Your unique identification is 1-4-5-3. Over.”

CO.200 Driver

Change per 2025-05-05:

“Received. My unique identification is 1-4-5-3. Over.”

CO.201 Signaller

Change per 2025-05-05:

“Correct. Out.”