



**BANEDANMARK**

# **ORF**

## **Operational Rules for fjernbane**

## Changes since previous version

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IN.63

**Change per 2026-02-02:**

Roles

"Catenary field leader"

It is made clear in the description of the role, that the Catenary field leader manages and supervises all work related to the catenary system.

Definitions

Editorial changes have been made to the following definitions: "Start of ATC-signalling", "Start of ETCS-signalling", "End of ETCS-signalling", "Operational Instructions", "Axe counter", "End of authority" and "Authority to move".

"Point position indicators"

Illustrations of Point position indicators displays have been added.

"Observations during driving"

The procedure " Normal operation - Observations while driving" is changed, so that all matters relating to the Driver always being aware of the condition of the infrastructure, passing trains and vehicles and other matters that may affect operations are moved to a new definition "Observations during driving".

Procedures

Editorial changes have been made to the following procedures: "Handling of UT", "Driving into an occupied track section", "Signaller handover", "Passing a level crossing without a movement authority", "Implementing an unplanned speed restriction", "Impact with object and/or derailment" and "Electrical rolling stock in earthed area".

"Handling of area with data radio hole"

A new procedure has been added that describes the handling of a data radio hole, both planned and unplanned. At the same time, the procedure determines the safety requirements that apply to the Signaller when a data radio hole has been activated in the signalling system.

"Vigilance while driving"

The procedure has been moved from "Normal operation" to "Incidents". This means that the procedure now only applies in situations where the Signaller has received a report of irregularities that may affect railway safety or operations.

Read the definition "Observations during driving".

"Reset of axle counter section in a possession"

A new procedure has been added describing how to reset an axle counter section in a possession. The procedure has been temporarily in force in a supplementary safety provision.

"Establish possession without handheld terminal" and "End possession without handheld terminal"

A new requirement has been added that the establishment of a possession without a handheld terminal and the ending of a possession without a handheld terminal must be agreed with the Person responsible for traffic operation.

In the section Rules for Working and walking about in the Infrastructure, it has

been added that the Person responsible for traffic operation must ensure that the agreements regarding the establishment of a track closure without a handheld terminal and the ending of a possession without a handheld terminal must be announced to the Signaller and the PICOP to the relevant extent.

Rules for Working and walking about in the Infrastructure

Extensive editorial changes have been made to the entire section. A new section has been added regarding the PICOSS's responsibilities before work is started. At the same time, the conditions that must be met before the PICOP can declare "that the area is safe for operations" have been added.

## Roles

RF.66

### Catenary field leader

RF.67

#### DEFINITION

The Catenary field leader is a competent person who, on behalf of the Catenary manager, performs earthing and issues work permit. The Catenary field leader manages and supervises everything related to work in and at the catenary system.

**Change per 2026-02-02:**

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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 system is up to date at all times.

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

## Definitions

OR.DEF.683

### DMI symbols and marker boards

OR.DEF.460

### Start of ATC-signalling

OR.DEF.461

#### DEFINITION

Start of ATC-signalling (Automatic Train Control) is a collective term of start of ATC-signalling and start of ATC-togstop-signalling.

The start of ATC-signalling is the location at which signalling is transferred to ATC-signalling.

#### Responsibilities

OR.DEF.462

#### Driver

When passing the location of the start of ATC-signalling marker you must observe operational rules for the level ATC area.



OR.DEF.707

#### Driver

When passing the location of the start of ATC-togstop-signalling marker you must observe operational rules for the level ATC area.



OR.DEF.464

#### Signaller

You must only coordinate train movements up to the start of ATC-signalling marker.

Authority over the transition area is shared between the Signaller and the Legacy signaller controlling the adjacent track sections.

**Change per 2026-02-02:**

You must only coordinate train movements up to the start of ATC-signalling marker.

Authority over the transition area is shared between the two Signaller Signallers and the Legacy signaller controlling the adjacent track sections.

OR.DEF.222

## Start of ETCS-signalling

OR.DEF.223

### DEFINITION

The start of ETCS-signalling is the location at which signalling is transferred from lineside signals to ETCS-signalling.

### Responsibilities

OR.DEF.224

Driver

When passing the location of the start of ETCS-signalling marker you must observe ORF.



OR.DEF.226

Signaller

You must coordinate train movements from the start of ETCS-signalling marker.

Authority over the transition area is shared between the Signaller and the Legacy signaller controlling the adjacent track sections.

### Change per 2026-02-02:

You must coordinate train movements from the start of ETCS-signalling marker.

Authority over the transition area is shared between the ~~two~~Signaller ~~Signallers~~ and the ~~Legacy~~ signaller controlling controlling the adjacent track sections.

OR.DEF.217

## End of ETCS-signalling

OR.DEF.218

### DEFINITION

The end of ETCS-signalling is the location at which signalling is transferred from ETCS-signalling to level 0 and lineside signalling.

### Responsibilities

OR.DEF.219

Driver

When passing the end of ETCS-signalling marker you must apply operational rules for the area you are entering.



OR.DEF.221

Signaller

You must coordinate train movements up to the end of ETCS-signalling marker.

Authority over the transition area is shared between the Signaller and the Legacy signaller controlling the adjacent track sections.

**Change per 2026-02-02:**

You must coordinate train movements up to the end of ETCS-signalling marker.

Authority over the transition area is shared between the two Signaller Signallers and the Legacy signaller controlling the adjacent track sections.

OR.DEF.685

## Operational Instructions

OR.DEF.233

### Operational Instruction

OR.DEF.234

#### DEFINITION

An Operational Instruction is an instruction issued by the Signaller to the Driver to ensure safe operation when this cannot be provided by the signalling system.

An Operational Instruction must only be issued when the train is at a standstill and never past more than one ETCS stop marker at a time.

An Operational Instruction may be transmitted as verbal instructions for the driver to write down or handed out physically on paper to the Driver.

An Operational Instruction must not be transferred from one Driver to another Driver.

When an Operational Instruction has been issued it is valid until the movement is completed and the train has reached the end of authority, until it is revoked by an Operational Instruction 4, or a new Operational Instruction referring to the authorisation of the previous Operational Instruction using "Additional instruction".

Warning systems at passenger and staff crossings are not necessarily activated for driving on Operational Instructions.

An Operational Instruction will state:

- which train it is issued to
- the time and date it is issued
- location of train (if relevant)
- location of issuer
- a clear, precise, unambiguous instruction
- a Unique Identification.

Field C is filled when the position of the train is at a kilometer reference in a location with two or more tracks next to each other. The field is filled with kilometer and number of track.

**Change per 2026-02-02:**

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An Operational Instruction must only be issued when the train is at a standstill and never past more than one ETCS stop marker at a time.

An Operational Instruction may be transmitted as verbal instructions for the driver to write down or handed out physically on paper to the Driver.

An Operational Instruction must not be transferred from one Driver to another Driver.

When an Operational Instruction has been issued it is valid until the movement is completed and the train has reached the end of authority, until it is revoked by an Operational Instruction 4, or a new Operational Instruction referring to the authorisation number of the previous Operational Instruction using "Additional instruction".

Warning systems at passenger and staff crossings are not necessarily activated for driving on Operational Instructions.

An Operational Instruction will state:

- which train it is issued to
- the time and date it ~~was~~ is issued
- location of train (if relevant)
- location of issuer
- a clear, precise, unambiguous instruction
- ~~and~~ Unique Identification.

Field C is filled when the position of the train is at a kilometer reference in a location with two or more tracks next to each other. The field is filled with kilometer and number of track.

Responsibilities

OR.DEF.235	Driver	When you receive an Operational Instruction you must check that the Operational Instruction refers to your train and, if relevant, its current location.
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OR.DEF.236	Driver	When you receive an Operational Instruction 1, Operational Instruction 2, Operational Instruction 3, Operational Instruction 4, Operational Instruction 5, Operational Instruction 6, Operational Instruction 7 or Operational Instruction 21, it takes precedence over other indications presented on the DMI except when a lower permitted speed or a lower release speed is displayed.
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**Change per 2026-02-02:**

When you receive an Operational Instruction 1, Operational Instruction 2, Operational Instruction 3, Operational Instruction 4, Operational Instruction 5, Operational Instruction 6, Operational Instruction 7 or Operational Instruction 21, it takes precedence over other indications presented on the DMI except when a lower permitted speed or a lower release speed is displayed.

OR.DEF.237	Signaller	You must issue the Operational Instruction to be executed as close as sensible to the affected area and only when the necessary conditions are met.
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### **Operational Instruction 1**

OR.DEF.239	<u>DEFINITION</u>	Operational Instruction 1 is a permission to pass an end of authority using either SR-mode or with isolated onboard. It is used when the signalling system cannot issue a movement authority.
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In addition to the general information contained in an Operational Instruction, the Operational Instruction 1 also specifies:

- the end of authority that is allowed to be passed
- relevant speed restrictions below 40 km/h
- additional relevant instructions.

Additional relevant instruction is e.g. on a failed level crossing.

See Book of forms Operational Instruction 1 for layout.

**Change per 2026-02-02:**

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In addition to the general information contained in an Operational Instruction, the Operational Instruction 1 also specifies:

- the end of authority that is allowed to be passed
- relevant speed restrictions below 40 km/h
- additional relevant instructions.

Additional relevant instruction is e.g. on a failed level crossing.

See Book of forms {Operational Instruction 1} for layout.

OR.DEF.506

## **Operational Instruction 2**

OR.DEF.507

### DEFINITION

Operational Instruction 2 is a permission to proceed after an emergency stop. It is used when a train has entered TR-mode and necessary conditions for train movement to resume have been established.

If a train cannot resume driving on a movement authority after entering TR-mode, the Operational Instruction 2 also contain:

- permission to start in SR-mode
- relevant speed restrictions below 40 km/h
- instruction on specific observations to be made
- additional relevant instructions.

See Book of forms Operational Instruction 2 for layout.

**Change per 2026-02-02:**

Operational Instruction 2 is a permission to proceed after an emergency stop. It is used when a train has entered TR-mode and necessary conditions for train movement to resume have been established.

If a train cannot resume driving on a movement authority after entering TR-mode, the Operational Instruction 2 also contain:

- permission to start in SR-mode
- relevant speed restrictions below 40 km/h
- instruction on specific observations to be made
- additional relevant instructions.

See Book of forms {Operational Instruction 2} for layout.

OR.DEF.240

### **Operational Instruction 3**

OR.DEF.241

#### DEFINITION

Operational Instruction 3 is an obligation to remain at a standstill.

Previously issued Operational Instructions must be revoked using the "Additional instructions" option.

When an Operational Instruction 3 is issued, the train is under obligation to remain at standstill until it is revoked by an Operational Instruction 4, or until it has been replaced by another Operational Instruction which explicitly refers to the issued Operational Instruction 3.

See Book of forms Operational Instruction 3 for layout.

**Change per 2026-02-02:**

Operational Instruction 3 is an obligation to remain at a standstill.

Previously issued Operational Instructions must be revoked using the "Additional instructions" option.

When an Operational Instruction 3 is issued, the train is under obligation to remain at standstill until it is revoked by an Operational Instruction 4, or until it has been replaced by another Operational Instruction which explicitely refers to the issued Operational Instruction 3.

See Book of forms {Operational Instruction 3} for layout.

OR.DEF.674

### **Operational Instruction 4**

OR.DEF.675	<u>DEFINITION</u>	<p>Operational Instruction 4 is a revocation of another Operational Instruction.</p> <p>See Book of forms Operational Instruction 4 for layout.</p> <div style="border: 1px dotted black; padding: 10px; margin-top: 10px;"><p><b>Change per 2026-02-02:</b></p><p>Operational Instruction 4 is a revocation of another Operational Instruction.</p><p>See Book of forms [Operational Instruction 4] for layout.</p></div>
OR.DEF.499		<h2>Operational Instruction 5</h2>
OR.DEF.500	<u>DEFINITION</u>	<p>Operational Instruction 5 is an obligation to run with a speed restriction.</p> <p>The Operational Instruction 5 may contain instructions on:</p> <ul style="list-style-type: none"><li>- speed restriction not supervised by the signalling system</li><li>- specific observations to be made</li><li>- additional relevant instructions.</li></ul> <p>See Book of Forms Operational Instruction 5 for layout.</p> <div style="border: 1px dotted black; padding: 10px; margin-top: 10px;"><p><b>Change per 2026-02-02:</b></p><p>Operational Instruction 5 is an obligation to run with a speed restriction.</p><p>The Operational Instruction 5 may contain instructions on:</p><ul style="list-style-type: none"><li>- speed restriction not supervised by the signalling system</li><li>- specific observations to be made</li><li>- additional relevant instructions.</li></ul><p>See Book of Forms [Operational Instruction 5] for layout.</p></div>
OR.DEF.890		<h2>Operational Instruction 6</h2>
OR.DEF.891	<u>DEFINITION</u>	<p>Operational Instruction 6 is an obligation to run on sight. In addition to the instruction to run on sight, the Operational Instruction 6 contains information about to whom to report any observations made while driving.</p> <p>See Book of Forms Operational Instruction 6 for layout.</p>

**Change per 2026-02-02:**

Operational Instruction 6 is an obligation to run on sight. In addition to the instruction to run on sight, the Operational Instruction 6 contains information about to whom to report any observations made while driving.

See Book of Forms {Operational Instruction 6} for layout.

OR.DEF.576

## **Operational Instruction 7**

OR.DEF.577

### DEFINITION

Operational Instruction 7 is a permission to start in SR-mode after train awakening. It is used when the signalling system cannot issue a movement authority because the location status stored by the onboard is reported invalid or unknown.

In addition to the general information contained in an Operational Instruction, the Operational Instruction 7 specifies:

- the end of authority that is allowed to be passed
- permission to start in SR-mode
- relevant speed restrictions below 40 km/h
- additional relevant instructions.

See Book of forms Operational Instruction 7 for layout.

**Change per 2026-02-02:**

Operational Instruction 7 is a permission to start in SR-mode after train awakening. It is used when the signalling system cannot issue a movement authority because the location status stored by the onboard is reported invalid or unknown.

In addition to the general information contained in an Operational Instruction, the Operational Instruction 7 specifies:

- the end of authority that is allowed to be passed
- permission to start in SR-mode
- relevant speed restrictions below 40 km/h
- additional relevant instructions.

See Book of forms {Operational Instruction 7} for layout.

OR.DEF.548

## **Operational Instruction 22 - Request working unit movement form**

OR.DEF.549	<u>DEFINITION</u>	<p>Operational Instruction 22 is used for planning of movements with working units.</p> <p>Part A contains the working unit data and is prepared by the Driver prior to contacting the Signaller. Part B is used to plan the schedule for the mission and is prepared by the Signaller based on the information provided by the Driver on part A.</p> <p>See Book of forms, Operational Instruction 22, for layout.</p> <div style="border: 1px dashed black; padding: 10px; margin-top: 10px;"><p><b>Change per 2026-02-02:</b></p><p>Operational Instruction 22 is used for planning of movements with working units.</p><p>Part A contains the working unit data and is prepared by the Driver prior to contacting the Signaller. Part B is used to plan the schedule for the mission and is prepared by the Signaller based on the information provided by the Driver on part A.</p><p>See Book of forms, [Operational Instruction 22], for layout.</p></div>
OR.DEF.695		<h2>Infrastructure</h2>
OR.DEF.274		<h3>Axle counter</h3>
OR.DEF.275	<u>DEFINITION</u>	<p>An axle counter is a device which is used, in connection with counting heads placed trackside, to detect railway movements in and out of an axle counter section.</p> <p>An axle counter section can be indicated occupied, unoccupied or failed.</p> <p>An axle counter section is proven unoccupied when a matching number of axles are counted in and out.</p> <p>Following a miscount the axle counter section can be reset. A reset axle counter section will be cleared once a train or vehicle has passed through the axle counter section.</p> <p>If the first train passing the axle counter section is supervised, the train will be restricted to an OS MA.</p>

**Change per 2026-02-02:**

An axle counter is a device which is used, in connection with counting heads placed trackside, to detect railway movements in and out of an axle counter section.

An axle counter section can be indicated occupied, unoccupied or failed.

An axle counter section is proven unoccupied when a matching number of axles are counted in and out.

Following a miscount the axle counter section can be reset. A reset axle counter section will be cleared once a train or vehicle has passed through the axle counter section.-

If the first train passing the axle counter section is supervised, the train will be restricted to an OS MA.

OR.DEF.603

## Point position indicators

OR.DEF.604

### DEFINITION

Point position indicators are located at all points leading into a track area not equipped with catenary power.

A point position indicator shows the point position with a straight line if the point is for driving on the straightest branch. If the switch is not for driving on the straightest branch, it is shown with a slanted line.

If the point position indicator shows a yellow aspect it indicates entry to an area not equipped with catenary power.

Point position indicators are also installed at trap points and derailers.

A point position indicator at a trap points and derailer indicates with a horizontal black line whether the point must not be passed.

**Change per 2026-02-02:**

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A point position indicator shows the point position with a straight line if the point is for driving on the straightest branch. If the switch is not for driving on the straightest branch, it is shown with a slanted line.

If the point position indicator shows a yellow aspect it indicates entry to an area not equipped with catenary power.

Point position indicators are also installed at trap points and derailers.

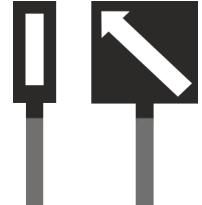
A point position indicator at a trap points and derailer indicates with a horizontal black line whether the point must not be passed.

Responsibilities

OR.DEF.605

Driver

When you observe a yellow aspect on a point indicator and you are controlling electrical rolling stock, you must as far as possible bring your train to a standstill before the electrical unit passes the yellow aspect on a point indicator and inform the Signaller and Shunter.

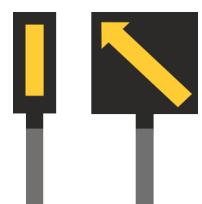


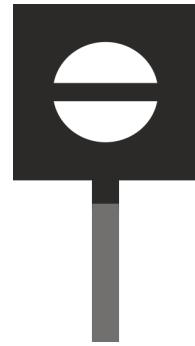
In case you identify that the train will pass the yellow aspect on a point indicator, you must immediately lower the pantograph(s).

**Change per 2026-02-02:**

~~When you are controlling electrical rolling stock, and you observe a yellow aspect on a point indicator and you are controlling electrical rolling stock, you must as far as possible bring your train to a standstill before the electrical unit passes the yellow aspect on a point indicator and inform the Signaller and Shunter.~~

In case you identify that the train will pass the yellow aspect on a point indicator, you must immediately lower the pantograph(s).





OR.DEF.647      Shunter      When you discover that the shunting movement is about to pass a point indicator that indicates that the point is not in the correct lie, you must immediately order the shunting movement to stop.

If the shunting movement passes a point indicator with a yellow display and you are controlling electrical rolling stock, you must inform the Driver to immediately lower all pantographs.

**Change per 2026-02-02:**

In caseWhen you identifydiscover that the trainshunting  
willmovement is about to passa point indicator that  
indicates that the yellowpoint aspect isor not in the  
correct lie, you must immediately order the shunting  
movement to stop.

If the shunting movement passesa point indicator with  
a yellow display and you are controllingelectrical rolling  
stock, you must instructinform the Driver to immediately  
lower theall pantograph(s)pantographs.

OR.DEF.686

## Driving

OR.DEF.919

### Observations during driving

**Change per 2026-02-02:**

Observations during driving

OR.DEF.920

### DEFINITION

**Change per 2026-02-02:**

Observations during driving are the term for the observations that the Driver must always do while driving.

The Driver must observe

- the condition of the infrastructure
- other trains and vehicles
- other conditions that may affect the operation.

If other staff are in the cab with the Driver, they must also observe while driving.

Responsibilities

OR.DEF.922

**Change per 2026-02-02:**

While driving, you must observe the condition of the infrastructure, other trains and vehicles, and other conditions that may affect operations.

OR.DEF.923

**Change per 2026-02-02:**

If you observe something while driving that may pose a danger to your train or vehicle, you must immediately reduce your speed according to the conditions, or if necessary, stop your train or vehicle and notify the Signaller.

OR.DEF.924

**Change per 2026-02-02:**

If you stop your train or vehicle because you observe faults in the catenary system, you must immediately lower all pantographs and inform the Signaller.

OR.DEF.925

**Change per 2026-02-02:**

If you observe conditions while driving that may affect railway safety or operations, you must immediately notify the Signaller.

OR.DEF.689

## Signalling System

OR.DEF.14

### End of authority

OR.DEF.15

DEFINITION

The end of authority (EOA) is the location to which a train running on a movement authority will be supervised to a standstill, or the location to which a train running on an Operational Instruction is authorised to proceed.

The end of authority is indicated to the Driver on the DMI. The end of authority is only indicated on Operational Instructions when it is not the next ETCS stop marker.

For supervised trains, the signalling system will supervise the train to a standstill at the end of authority. If the Driver fails to react to an intervention warning the onboard will automatically command a brake intervention. When a movement authority is extended the end of authority is updated according to the new information.

For unsupervised trains, the Driver is responsible to bring the train to a standstill at the end of authority indicated on the Operational Instruction form unless a movement authority is displayed on the DMI which allows the continued driving passed the end of authority.

Responsibilities

OR.DEF.16

## Driver

You must control the train to a standstill at the end of authority.

You must never pass the end of authority, unless instructed to do so by the Signaller on Operational Instruction 1 or Operational Instruction 7.

When approaching the end of authority at an ETCS stop marker, you must control your train to a standstill at a distance from where the identity of the ETCS stop marker can be clearly read.

**Change per 2026-02-02:**

You must control the train to a standstill at the end of authority.

You must never pass the end of authority, unless ~~instructed to~~ do so by the Signaller on Operational Instruction 1 or Operational Instruction 7.

When approaching the end of authority at an ETCS stop marker, you must control your train to a standstill at a ~~distance~~ from where the identity of the ETCS stop marker can be clearly read.

OR.DEF.17      Driver      When approaching the end of authority at a buffer stop you must control your train to a standstill at a safe distance to the ETCS stop marker fitted on the buffer stop.

OR.DEF.690

**Terms**

OR.DEF.583

**Authority to move**

OR.DEF.584

DEFINITION

An authority to move is a collective term used for the permission given to a Driver to move a train or vehicle.

An authority to move can be given by:

- movement authority on the DMI
- Operational Instruction 1, Operational Instruction 2, Operational Instruction 7 or Operational Instruction 21 from the Signaller to the Driver
- shunting instructions from the Shunter to the Driver.

**Change per 2026-02-02:**

An authority to move is a collective term used for the permission given to a Driver to move a train or vehicle.

An authority to move can be given by:

- movement authority on the DMI
- Operational Instruction 1, Operational Instruction 2, Operational Instruction 7 or Operational Instruction 21 from the Signaller to the Driver
- shunting instructions from the Shunter to the Driver.

Responsibilities

OR.DEF.585

## Driver

You may only begin procedures to move your train or vehicle when an authority to move has been received.

# Procedures

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1947

## Normal operation

**Change per 2026-02-02:**

3729

### Handling of UT

3730 Precondition

A train has been prepared for service. The train will run with UT.

3731 Purpose

Ensure that all involved parties are informed that the train transports UT and ensuring that all restrictions in the UT transport permission are met.

#### PROCEDURE

3733 Railway Undertaking



The Railway Undertaking must ensure that the Signaller is informed about:

- the Danish transport number of the UT transport permission
- departure date and train running number
- start and end location of the UT transport concerned.

The Railway Undertaking must ensure that all applicable UT transport permissions have been handed over to the Driver prior to the start of the UT transport.

In addition the Railway Undertaking must ensure that the train is not reported ready for departure to the Driver until the Signaller has confirmed that the UT report is received.

The Railway Undertaking is responsible for informing other Infrastructure Managers on the route of the train where UT operation is to take place.

**Change per 2026-02-02:**

The Railway Undertaking must ensure that the Signaller is informed about:

- the Danish transport number of the UT transport permission
- departure date and train running number
- start and end location of the UT transport concerned.

The Railway Undertaking must ensure that all applicable UT transport permissions have been handed over to the Driver prior to the start of the UT transport.

In addition the Railway Undertaking must ensure that the train is not reported ready for departure to the Driver until the Signaller has confirmed that the UT report is received.

~~The traffic, Railway Undertaking is the responsible responsibility for informing the other Railway Infrastructure Undertaking Managers to on inform the all route Infrastructure of Managers the about train where UT transports operation is to take place.~~

3734	Signaller	<p>The Signaller in control of the area where the UT transport is scheduled to start must contact the Railway Undertaking and confirm that the UT report has been received.</p>
3735	Signaller	<p>The Signaller must ensure that all affected Signallers are informed about the UT transport. The UT report must include:</p> <ul style="list-style-type: none"> <li>- the Danish number of the UT transport permission</li> <li>- departure date and train running number</li> <li>- start and end location of the UT transport.</li> </ul> <p>The Signaller may omit sending out the UT report if it is stated on the UT transport permission that the report can be omitted.</p>
3736	Signaller	<p>When receiving a UT report, the Signaller must confirm that the report has been received to the Signaller that sent out the report.</p>
3737	Signaller	<p>The Signaller must ensure that the train is not given permission to start the mission until all affected Signallers has confirmed that the UT report has been received.</p>
2138		<b>Driving into an occupied track section</b>
2139	Precondition	<p>The Signaller needs to drive a train into an occupied track section. The trains are not coupling.</p>
2140	Purpose	<p>Allow two trains to occupy the same track section without coupling.</p>
		<b><u>PROCEDURE</u></b>
3822	Signaller	<p>The Signaller must ensure that the stationary train remains at a standstill while the arriving train is running into the same track section.</p>

2141	Signaller	<p>The Signaller must then inform the Driver of the arriving train is informed that it will be routed into an occupied track section, unless this has been agreed in advance with the Railway Undertaking.</p> <p><b>Change per 2026-02-02:</b></p> <p>The Signaller must then <u>ensure that</u> <u>inform</u> the Driver of the arriving train is informed that it will be routed into an occupied track section, <u>unless this has been agreed in advance with the Railway Undertaking</u>.</p>
3911		<p><b>Handling of area with data radio hole</b></p> <p><b>Change per 2026-02-02:</b></p> <p><u>Handling of area with data radio hole</u></p>
3912	Precondition	<p><b>Change per 2026-02-02:</b></p> <p><u>A train is stopped and the text message "Communication error", and/or the data radio communication failure symbol is displayed in the DMI and the Signaller is informed, or a need for an announced data radio hole arises due to infrastructure work.</u></p>
3913	Purpose	<p><b>Change per 2026-02-02:</b></p> <p><u>Ensure that the Signaller is notified of a data radio hole, and assess whether an announced data radio hole should be activated in the signalling system.</u></p>
		<p><b><u>PROCEDURE</u></b></p>
3915	Driver	<p><b>Change per 2026-02-02:</b></p> <p><u>If the lack of data radio communication is due to a fault on the train or the onboard, the Driver must use the procedure [Train failure - Train and/or onboard failure during a mission].</u></p> <p><u>If it is not possible to establish a connection to the radio block centre, the Driver must inform the Signaller.</u></p>
3916	Signaller	

**Change per 2026-02-02:**

If connection to the radio block centre cannot be established, the Signaller must use the procedure [Degraded operation – Authorised passing of the end of authority] and drive the train on to an area where it is again possible to establish connection to the radio block centre.

3917 Signaller

**Change per 2026-02-02:**

When the Signaller is informed of an area with an unannounced data radio hole, the Signaller must assess whether to activate an announced data radio hole in the signalling system. The Signaller must do this in close cooperation with the O&M coordinator.

3918 Signaller

**Change per 2026-02-02:**

If the O&M coordinator informs the Signaller of a data radio hole, the Signaller must activate an announced data radio hole according to the instructions of the O&M coordinator.

3919 Driver, Signaller



**Change per 2026-02-02:**

When a data radio hole is activated in the signalling system, the onboard in trains running through the area will automatically stop monitoring the data radio communication until the entire train is out of the area.

3920 Signaller

**Change per 2026-02-02:**

When an announced data radio hole has been activated, the Signaller must ensure that no manual route release or shortening of movement authorities is carried out within the area, unless the Signaller has ensured that the train is at a standstill and an Operational Instruction 3 has been issued.

The Signaller must inform the Driver to close the desk using the "Additional instructions" section of Operational Instruction 3.

If it is not possible to send a new movement authority to the train, the Signaller must use the procedure [Degraded operation – Authorised passing of the end of authority].

3921 Signaller

**Change per 2026-02-02:**

Before an announced data radio hole can be deactivated, the Signaller must, upon information from the O&M coordinator, ensure that there is data radio communication in the area again.

The Signaller must then deactivate the announced data radio hole.

3525

**Signaller handover**

3526 Precondition

A relieving Signaller is ready to take over a part or the whole area from a responsible Signaller.

3489 Purpose

To ensure that the relevant information is given to the relieving Signaller and responsibility is transferred safely.

**PROCEDURE**

3491 Signaller



The signalling system will always require a Signaller to be responsible for each part of the interlocked infrastructure. Areas can be combined to cover a larger part of the infrastructure.

3492 Signaller

The relieving Signaller must read relevant entries in the Signaller log and request relevant information not contained in the Signaller log from the responsible Signaller.

3494 Signaller

When a Signaller is requested to give up responsibility of an area the Signaller must provide the relieving Signaller with any relevant information regarding operations.

The Signaller must ensure that it is recorded when the responsibility for an area is handed over.

3800 Signaller

When the handover of responsibility for the area is performed and it is recorded, that relevant notes in the Signaller log have been read the Signaller may operate the signalling system.

**Change per 2026-02-02:**

When the handover of responsibility for the area is performed and it is recorded, that relevant notes in the Signaller log have been read the Signaller may operate the signalling system.

2731

**Degraded operation**

2775

**Passing a level crossing without a movement authority**

2776 Precondition

The Signaller needs to issue an Operational Instruction 1. A train is at standstill at an ETCS stop marker protecting a level crossing. Communication between the Driver and Signaller has been established.

2777 Purpose

Setup conditions to allow the Signaller to authorise the Driver to pass a level crossing.

**PROCEDURE**

2779 Signaller



All level crossings can be manually controlled by the Signaller and from a local control box.

Level crossings are automatically de-activated following train passage both when activated by an automatic and a manual activation unless specifically ordered to remain activated or activated due to other conditions.

2780 Signaller

The Signaller must activate the level crossing by performing one of the following actions:

- setting a route through the level crossing
- manually controlling the level crossing
- requesting the Driver to activate the level crossing from the local control box.

3083 Driver

If requested by the Signaller the Driver must attempt to activate the level crossing by using the local control box of the level crossing.

The Driver must observe the status of the level crossing from the indication in the local control box, and report to the Signaller.

2781 Signaller

When the level crossing is activated, the Signaller must observe indications on the signalling control display to determine if the level crossing is protected correctly.

If the level crossing is not protected the Signaller must ensure that the information is contained in the "Additional instructions" part of Operational Instruction 1, Operational Instruction 2 or Operational Instruction 7.

**Change per 2026-02-02:**

When the level crossing is activated, the Signaller must observe indications on the signalling control display to determine if the level crossing is protected correctly.

If the level crossing is not protected the Signaller must ensure that the information is contained in the "Additional instructions" part of Operational Instruction 1, Operational Instruction 2 or Operational Instruction 7.

2786	Signaller	When the entire train has passed the level crossing, the Signaller must ensure the level crossing is deactivated.
3563		<b>Speed restriction</b>
2709		<b>Implementing an unplanned speed restriction</b>
2710	Precondition	The need for an unplanned speed restriction has been reported to the Signaller.
2711	Purpose	Ensuring that the unplanned speed restriction is planned as a temporary speed restriction and activated in the signalling system.
		<b>PROCEDURE</b>
2712	Signaller	When a need for an unplanned speed restriction is reported, the Signaller must obtain information about the reason for the speed restriction and the location that it must apply.
2713	Signaller	If the speed restriction is reported by staff with relevant technical competences, the Signaller must ensure that the speed restriction is planned in the signalling system according to the reported location and speed. The planning must include the reason for the speed restriction which will be shown on the Driver's DMI as a text message.  If the speed restriction is reported by anyone other than staff with relevant technical competences, the Signaller must ensure that the speed restriction is planned with a ceiling speed of 10 km/h, and an additional 200 metres either side of the reported location. The planning must include the reason for the speed restriction which will be shown on the DMI as a text message.
2716	Signaller	When the speed restriction is planned, the Signaller must ensure that it is checked and approved by another person with competences as a Signaller.  The Signaller must then finally approve and activate the speed restriction.
2717	Signaller	 When the speed restriction is approved by the Signaller, the speed restriction is ready for activation according to the planned starting time.

2718	Signaller	<p>When the speed restriction is activated, and shown on the signalling control display the Signaller ensure entry in the Signaller log and. The entry must include the applicable speed, if possible, the name of the person who requested the activation of the speed restriction, and the location where the speed restriction is applicable.</p> <p>The Signaller must ensure action is taken to restore the infrastructure according to procedure Infrastructure fault - Correcting infrastructure fault.</p>
		<p><b>Change per 2026-02-02:</b></p> <p>When the speed restriction is activated, <u>and shown on the signalling control display</u> the Signaller ensure entry in the Signaller log and. The entry must include the applicable speed, if possible, the name of the person who requested the activation of the speed restriction, and the location where the speed restriction is applicable.</p> <p><u>The Signaller must ensure action is taken to restore the infrastructure according to procedure [Infrastructure fault - Correcting infrastructure fault].</u></p>
3514	Incidents	
3235	Vigilance while driving	<p><b>Change per 2026-02-02:</b></p> <p><u>Observations</u><u>Vigilance while driving</u></p>
3236	Precondition	<p>The Signaller has received information of irregularities that may affect railway safety or operations.</p>
3237	Purpose	<p>Ensure that the Driver of a train or vehicle is informed of irregularities that may affect railway safety or operations, and that other Drivers are informed of the conditions.</p>

**Change per 2026-02-02:**

Ensure that relevant observations on the status of infrastructure and train or other vehicle transits and informed vehicles of any irregularities passed that may affect Signaller railway safety or operations, and that other Drivers are informed of the conditions.

**PROCEDURE**

3238      Driver

Deleted

**Change per 2026-02-02:**

The Driver must always during driving observe:

- the condition of the infrastructure
- passing trains and vehicles
- other conditions which may affect operations.

The Driver must inform the Signaller immediately in case anything is observed which may affect railway safety or operations. Deleted

3239      Signaller

If the Signaller is informed of conditions that may affect railway safety or operation, the Signaller may inform the Driver to be vigilant while driving.

The Signaller must give clear instructions on the starting and ending points of the area where the Driver must be vigilant, as well as the reason why the Driver must be vigilant.

If the Signaller assesses that the speed must be reduced to a speed lower than 40 km/h, the Signaller must use Operational Instruction 5 to inform the Driver of the extent of the area where the speed must be reduced, as well as what the applicable speed is.

The Signaller must instruct the Driver to report back when the train has passed the area.

**Change per 2026-02-02:**

~~The Signaller the Signaller instructs the informed Driver of to conditions that vigilant may to affect specific railway irregularities safety related or operation, the infrastructure, Signaller trains, may vehicles inform and the other Driver conditions to which be may vigilant affect while operations driving.~~

The Signaller must give clear instructions ~~about~~on the startstarting and ~~end~~ending locationpoints of the area where the Driver must be vigilant, as well as the reason why the Driver must be vigilant.

If the Signaller assesses that the speed must be reduced to a speed lower than 40 km/h, the Signaller must use an Operational Instruction 5 to inform the Driver about the extent of the area where the speed is must be reduced, and as well as what the applicable speed is.

The Signaller must instruct the Driver to report back when the train has passed the area.

3240      Driver

When the Driver is notified to keep be vigilant while driving due to irregularities that may affect railway safety or operation, the Driver must do so.

The Driver must adjust the driving based on the Signallers instructions and report back to the Signaller afterwards.

The speed while driving with vigilance while driving must not exceed 40 km/h or according to the Signallers instructions in Operational Instruction 5.

**Change per 2026-02-02:**

~~When the Driver is instructed by the Signaller to keep be vigilant to specific while irregularities driving related due to the infrastructure, trains, vehicles irregularities and that other may conditions affect which railway may safety affect or operations operation, the Driver must do so.~~

The and Driver subsequently must adjust the driving based on the Signallers instructions and report back to the Signaller afterwards.

The speed while driving with vigilance while driving must not exceed 40 km/h or according to the Signallers instructions in Operational Instruction 5.

3241      Driver

Deleted

**Change per 2026-02-02:**

~~If the Driver observes any potential danger to the train or vehicle the Driver must immediately reduce speed, or stop if necessary, and inform the Signaller.~~

~~If the Driver observes any potential danger to the train due to the condition of the catenary system, the Driver must immediately lower the pantograph(s), stop the train and then inform the Signaller.~~

Deleted

3242	Driver	If the Driver observes any danger to other train, vehicles, infrastructure or persons the Driver must immediately apply the procedure Emergency - Handling railway emergency call.
2977		<b>Emergency</b>
2978		<b>Impact with object and/or derailment</b>
2979	Precondition	A train or a vehicle has had an impact with an object and/or a derailment severe enough to cause possible damage or threat to any train, vehicle, infrastructure or people.
2980	Purpose	To prevent the incident from worsening, require relevant help, investigate rolling stock and infrastructure for visible damage and to restore normal operation.
		<b><u>PROCEDURE</u></b>
2981	Driver	When a train or a vehicle has had an impact with an object and/or a derailment the Driver must do an immediate assessment of the severity of the situation. The Driver must establish if the incident presents any danger to other operations in the area.
2982	Driver	If the incident presents a danger to other operations in the area or if the Driver is not able to assess if there is any danger to other operations the Driver must: <ol style="list-style-type: none"> <li>1. Emergency brake the train</li> <li>2. Immediately contact the Signaller using the railway emergency call function by applying the procedure Emergency - Handling railway emergency call</li> <li>3. Report any immediate danger to other operations in the area.</li> </ol>
2983	Railway Undertaking	 The Railway undertaking must have procedures in place to handle the situation where the Driver believes that the train has struck a person.
2984	Driver	If the Driver believes that the train has struck a person the Driver must follow relevant Railway undertaking procedures and report to the Signaller that the train has struck a person.

2986	Signaller	When the Signaller is informed about a situation where a person is believed to have been struck and/or the train may have derailed, or other immediate danger to other operations in the area exists, the Signaller must immediately stop supervised trains in the relevant area. The Signaller must stop all other movements in the relevant area by applying the procedure Emergency - Stop trains and vehicles from entering hazardous area.
3874	Signaller	In case rolling stock is derailed, the Signaller must ensure that operation in the affected area remains suspended until the infrastructure is inspected by the relevant Maintainers.
2988	Driver	When the train involved in the impact is at standstill the Driver must expect the movement authority to be shortened and without exposing people to danger: <ol style="list-style-type: none"> <li>1. Attempt to identify the object involved in the impact</li> <li>2. Re-evaluate danger to other operations in the area</li> <li>3. Report further findings to the Signaller if any and an estimated time frame for investigating possible damages.</li> </ol>
2989	Railway Undertaking 	The Railway undertaking must have procedures in place for the Drivers describing when an impact with an object requires assessment from a technical rolling stock specialist before the train can resume operation.
2990	Driver	When the Driver has reported the findings to the Signaller the Driver must try to establish the possible damage the impact has caused on rolling stock and infrastructure without exposing people to danger.
2992	Driver	If there is no visible damage to the infrastructure, and the train can resume normal operation, the Driver must inform the Signaller, and may then request a movement authority.
2993	Driver	If the train can continue with restrictions applied and/or there is visible damage to the infrastructure, the Driver must inform the Signaller about the restrictions and/or the damage. When the Signaller has been informed, the Driver may request a movement authority.
2994	Driver	If the train cannot be moved the Driver must inform the Signaller.
2995	Signaller	If any damage to the infrastructure has been detected or has been reported by the Driver the Signaller must apply the procedure Infrastructure fault - Handling report of infrastructure fault.
2996	Signaller	If the Driver requests a new movement authority with no information on restricted train capabilities, the Signaller may allow a new movement authority for the train.
2997	Signaller	If the Signaller is informed by the Driver that the train has restricted capabilities the Signaller must update the production plan according to the procedure Normal operation - Handling changes to operation.
2998	Signaller	If the Signaller is informed by the Driver that the train is not to be moved the Signaller must apply the procedure Train failure - Assisting a disabled train.
3000	Signaller	If the Signaller needs additional information to assess the situation the Signaller may apply the procedure Incidents - Vigilance while driving.

2384

**Change per 2026-02-02:**

If the Signaller needs additional information to assess the situation the Signaller may apply the procedure [Normal operationIncidents - ObservationsVigilance while driving].

3924

## Infrastructure fault

**Change per 2026-02-02:**

3925 Precondition

**Change per 2026-02-02:**

The signalling system indicates occupied or disturbed in connection with infrastructure work. The axle counter section is unoccupied.

3926 Purpose

**Change per 2026-02-02:**

Reset of axle counter section in a possession.

## PROCEDURE

3928

**Change per 2026-02-02:**

When a PICOP is aware that an axle counter section needs to be reset inside a possession, the PICOP must ensure that no shunting movements are permitted to move in, or into, the axle counter section that needs to be reset.

3929

**Change per 2026-02-02:**

Once the PICOP has ensured that no shunting movements are permitted to move in, or into, the axle counter section, the PICOP must ensure that the axle counter section to be reset is unoccupied.

The PICOP may then request the Signaller to reset the axle counter.

3930

**Change per 2026-02-02:**

When the axle counter section is reset, the PICOP shall instruct the Shunter of the first train or vehicle to pass through the axle counter section to be aware of obstacles and possible movements in conflict with the shunting movement, including, as far as possible, any conflicting movements from the flank.

The PICOP shall instruct the Shunter to report back when the shunting movement has been completed.

3931

**Change per 2026-02-02:**

When the shunting movement has been completed and the PICOP has received a message from the Shunter that the axle counter section has been traversed, the PICOP must report this to the Signaller.

2171

## Possession

2206

### Establish possession without handheld terminal

2207 Precondition

The PICOP has arrived at the site and is ready to initiate a planned possession. It is not technically possible to use a handheld terminal.

The establishment of the possession without a handheld terminal has been agreed with the Person responsible for traffic operation.

**Change per 2026-02-02:**

The PICOP has arrived at the site and is ready to initiate a planned possession. It is not technically possible to use a handheld terminal.

The establishment of the possession without a handheld terminal has been agreed with the Person responsible for traffic operation.

2208	Purpose	Indicating that the PICOP is ready at the site and, if possible, establishing the possession as planned.
<b><u>PROCEDURE</u></b>		
2209	PICOP	When the PICOP is ready to initiate the planned possession in an interlocked area, the PICOP must contact the Signaller to request the planned possession. The request must contain: <ul style="list-style-type: none"> <li>- possession ID</li> <li>- PICOP ID</li> <li>- PICOP mobile phone number</li> <li>- location in the infrastructure.</li> </ul>
3875	PICOP	If the possession is outside the interlocked area and a Shunting area manager is present on site, the PICOP must arrange the possession with the Shunting area manager.
		Before a possession is established outside an interlocked area the PICOP must inform the Signaller.
2210	Signaller	When the Signaller is contacted by a PICOP requesting a planned possession, the Signaller must assess if there are any conditions preventing the possession from being established as planned. <p>If the possession can be established as planned, the Signaller must manually request the possession in the signalling system.</p> <p>If the possession cannot be established as planned, the Signaller must contact the PICOP and inform about the reason for the rejection.</p>
2211	Signaller	 The signalling system can only activate a possession if all elements of the area are not locked by a route, or by an overlap, or reserved by another established temporary shunting area or possession.
3726	Signaller	When the Signaller is presented with the possession on the signalling control display, the Signaller must check that the possession data indicated on the signalling control display is consistent with the possession planning. <p>If the possession data indicated on the signalling control display is consistent with the possession planning, the Signaller must confirm that the protection requirements can be implemented.</p>
3727	Signaller	If the possession data indicated on the signalling control display is <b>NOT</b> consistent with the possession planning, the Signaller must reject the possession and as far as possible ensure that a new possession is planned in cooperation with the PICOP.
3724	Signaller	 The possession is established when the Signaller has approved it.
3790	Signaller	The Signaller must ensure that the establishing time and possession data is recorded in the Signaller log.
2212	Signaller	When the possession is approved, the Signaller must request the PICOP to prove their location.

3838	PICOP	After request from the Signaller, the PICOP must prove their location in the infrastructure by reading the ID-number on the plate of an ETCS stop marker associated with the possession.
3839	Signaller	When the PICOP has proven their location correctly, the Signaller must inform the PICOP that the possession is established (including establishing time) and inform about the boundaries of the possession and planned end time.
2213	PICOP	When instructed by the Signaller that the possession is established, the PICOP must register the name of the Signaller as well as time and date of establishing the possession in the PICOP log. The PICOP must then setup worksite protection.
2269		<b>End possession without handheld terminal</b>
2270	Precondition	Infrastructure work has been completed and information about any restrictions in the use of the infrastructure is passed on to the Signaller. It is not technically possible to use a handheld terminal.
		The ending of the possession without a handheld terminal has been agreed with the Person responsible for traffic operation.
		<p><b>Change per 2026-02-02:</b></p> <p>Infrastructure work has been completed and information about any restrictions in the use of the infrastructure is passed on to the Signaller. It is not technically possible to use a handheld terminal.</p> <p><u>The ending of the possession without a handheld terminal has been agreed with the Person responsible for traffic operation.</u></p>
2271	Purpose	Ensure that the responsibility of the infrastructure is handed back to the Signaller.
		<b><u>PROCEDURE</u></b>
2274	PICOP	When the PICOP has determined that the infrastructure is safe to be handed back into operations, according to the rules for working in infrastructure, the PICOP must remove the worksite protection.
3890	PICOP	If the possession is outside interlocked areas and a Shunting area manager is assigned to the area, the PICOP informs the Shunting area manager.
		If the possession is outside interlocked areas the PICOP informs the Signaller.
2276	PICOP	The PICOP must end a possession or a part of a possession inside interlocked areas by contacting the Signaller and report:
		<ul style="list-style-type: none"> <li>- PICOP ID</li> <li>- possession ID of the possession that can be ended</li> <li>- that the area is safe for operations.</li> </ul>

2277	Signaller	When the Signaller receives a request to end a possession from a PICOP the Signaller must:
		<ol style="list-style-type: none"> <li>1. Verify that the PICOP is registered as responsible for the possession</li> <li>2. enter the request into the signalling system.</li> </ol>
2278	PICOP, Signaller	<p></p> <p>The signalling system will run a diagnostics test of the infrastructure handed back by the Signaller and log any detected errors. If any error is detected the signalling system will request the Signaller for an acknowledgement.</p> <p>If no error is detected the request to end a possession is automatically accepted.</p>
2279	Signaller	The Signaller must evaluate reported errors indicated on the signalling control display and either reject or accept the request to end a possession.
2280	Signaller	If the request to end the possession is rejected due to detected infrastructure errors the Signaller must instruct the PICOP to correct the error or negotiate conditions for ending the possession.
2281	Signaller	When the possession is ended, the Signaller must inform the PICOP the time it was ended.
2282	PICOP	When the PICOP is informed by the Signaller of the time the possession ended the PICOP must enter the time into the PICOP log and then the PICOP is relieved of responsibility for the infrastructure.
3792	Signaller	The Signaller must ensure that the time the possession was ended is recorded in the Signaller log.
2318		<h2>Catenary isolation</h2>
3595		<h3>Electrical rolling stock in earthed area</h3>
3596	Precondition	Electrical rolling stock has entered into an earthed area.
3597	Purpose	Ensure that the earthing arrangements in the earthed area has been checked and fit for purpose before work continues.
		<p><b>Change per 2026-02-02:</b></p> <p><del>Ensuring</del><ins>Ensure</ins> that <del>all</del><ins>the</ins> earthing arrangements <del>are</del><ins>in</ins> the earthed area <del>has been</del> checked and fit for purpose before work continues.</p>
		<p><b>PROCEDURE</b></p>
3598	Signaller	<p>If electrical rolling stock has entered into an earthed area, the Signaller must immediately inform the PICOSS and the Catenary manager.</p> <p>Informing the PICOSS is done via the PICOP when a possession is established in connection with the catenary isolation. When no possession is established in connection with the catenary isolation, the information is provided via the Catenary manager.</p>

3599	PICOSS	When the PICOSS is informed that electrical rolling stock has entered into an earthed area, the PICOSS must ensure that all work is stopped immediately.
3600	Catenary manager	<p>When the Catenary manager is informed that electrical rolling stock has entered into an earthed area, the Catenary manager must instruct the Catenary field leader to check earthing arrangements in the isolated area and report back</p> <div style="border: 1px dotted black; padding: 10px; margin-top: 10px;"> <p><b>Change per 2026-02-02:</b></p> <p>When the Catenary manager is informed that electrical rolling stock has entered into an earthed area, the Catenary manager must instruct the Catenary field leader to check <u>all</u> earthing arrangements in the isolated area and report back.</p> </div>
3601	Catenary manager	<p>When the Catenary field leader has reported that all earthing arrangements are checked and found fit for purpose, the Catenary manager must inform the Catenary field leader and the Signaller that work can continue.</p> <div style="border: 1px dotted black; padding: 10px; margin-top: 10px;"> <p><b>Change per 2026-02-02:</b></p> <p>When the Catenary field leader has reported that all earthing arrangements are checked and found fit for purpose, the Catenary manager must inform the <u>Catenary field leader and the Signaller</u> that work can continue.</p> </div>
3329		<h2>Shunting</h2>
3342		<h3>Shunting on a route using a handheld terminal</h3>
3343	Precondition	A Shunter has identified the need for an immediate shunting movement with no intermediate stops, to take place outside of a shunting area. The movement cannot be controlled from the front cab. The Shunter has a handheld terminal available.
3344	Purpose	To enable a safe movement outside a shunting area without an active desk in front of the direction of travel.
3345	Signaller, Shunter	<p><b>PROCEDURE</b></p> <p>Planned routes for shunting can be requested by a handheld terminal and will consist of a route that will be released behind the movement as the movement travels through the route.</p> <p>Once the train is in SH-mode, the data communication is ended with the signalling system. Therefore, to receive new information the train must exit SH-mode to re-establish a communication session with the signalling system.”</p>



3346	Shunter	The Shunter must use the handheld terminal to request the planned route for shunting.
3347	Signaller, Shunter	 <p>The signalling system will assess requests for routes for shunting for possible operational conflicts with other routes. The signalling system will request the Signaller to acknowledge, change or reject a proposed route for shunting before the route is automatically set.</p>
3348	Signaller	<p>If the Signaller receives a request from the signalling system to set route for shunting, the Signaller must perform one of the following actions:</p> <ul style="list-style-type: none"> <li>- accept the proposed route for shunting</li> <li>- manually update the timing of the proposed route for shunting</li> <li>- reject the route for shunting.</li> </ul>
3349	Shunter	<p>When a route for shunting is indicated as granted on the handheld terminal, the Shunter must instruct the Driver to select SH-mode, if the train is not already in SH-mode, and perform the shunting movement.</p> <p>The Shunter must ensure the shunting movement:</p> <ul style="list-style-type: none"> <li>- is performed immediately</li> <li>- is run in the forward direction of the route for shunting only</li> <li>- concludes without intermediate stops</li> <li>- ends at the planned location.</li> </ul>
3744	Shunter	<p>The Shunter must ensure that all level crossings included in the route for shunting are activated and are protected, just prior to the passing. The Shunter must ensure that level crossings are deactivated immediately after passing the level crossing.</p> <p>If a level crossing cannot be protected, and the cab is in the forward facing end of the movement, the Shunter must instruct the Driver to use sound signal "Warning" until the cab has cleared the level crossing.</p> <p>If the cab is not in the forward facing end of the movement, the Shunter must stop the road traffic by using hand signal "Road traffic, stop". When the hand signal is used, the Shunter must instruct the Driver not to use sound signal "Warning" during the passing of the level crossing.</p>
3350	Shunter	<p>When the shunting movement has reached the end location of the route for shunting, and the location is outside a possession or shunting area, the Shunter must apply the procedure Shunting - Exit SH-mode.</p> <div style="border: 1px dotted black; padding: 10px; margin-top: 10px;"> <p><b>Change per 2026-02-02:</b></p> <p>When the shunting movement has reached the end location of the route for shunting, and the location is outside a possession or shunting area, the Shunter must <u>instruct</u><u>apply</u> the <u>Driver</u><u>procedure</u> <u>to</u><u>[Shunting exit- Exit SH-mode]</u>.</p> </div>
3351	Shunter	<p>If a request for a route for shunting is rejected, the Shunter must perform one of the following actions:</p> <ul style="list-style-type: none"> <li>- request the route at another time</li> <li>- request another route</li> <li>- contact the Signaller to plan an alternative solution.</li> </ul>

3354	<b>Shunting on a route without using a handheld terminal</b>	
3355	Precondition	A Shunter has identified the need for an immediate shunting movement with no intermediate stops, to take place outside of a shunting area. The movement cannot be controlled from the cab in the front end of the train. No handheld terminal is available.
3356	Purpose	To enable a safe shunting movement outside a shunting area where the train cannot be controlled from a cab in the front end of the train.
<b><u>PROCEDURE</u></b>		
3358	Shunter	<p>The Shunter must contact the Signaller and request the route for shunting. The request for a route for shunting must contain the start and end location of the route.</p> <p>If the route for shunting is to be used by a train the request must include the train running number. If no train running number is available the fixed traction unit number, of the unit from which the train is driven, is used. The Shunter must ensure the train is not in SH-mode when the route is requested.</p>
3359	Signaller	<p>The Signaller must assess the request for conflicts with other routes. If the end location for the route for shunting is in a possession or shunting area, the Signaller must first contact the PICOP or Shunting area manager and request permission for the movement.</p> <p>When the route for shunting is set, the Signaller must verify that the indication on the signalling control display is correct and then authorise the Shunter to perform the shunting movement.</p>
3360	Shunter	<p>When the Signaller grants a route for shunting, the Shunter must instruct the Driver to select SH-mode, if the train is not already in SH-mode, and perform the shunting movement.</p> <p>The Shunter must ensure the shunting movement:</p> <ul style="list-style-type: none"> <li>- is performed immediately</li> <li>- is run in the forward direction of the route for shunting only</li> <li>- concludes without intermediate stops</li> <li>- ends at the planned location.</li> </ul>
3745	Shunter	<p>The Shunter must ensure that all level crossings included in the route for shunting are activated and is protected just prior to the passing. The Shunter must ensure that level crossings are deactivated immediately after passing the level crossing.</p> <p>If a level crossing cannot be protected, and the cab is in the forward facing end of the movement, the Shunter must instruct the Driver to use sound signal "Warning" until the cab has cleared the level crossing. If the cab is not in the forward facing end of the movement, the Shunter must stop the road traffic by using hand signal "Road traffic, stop". When the hand signal is used, the Shunter must instruct the Driver not to use sound signal "Warning" during the passing of the level crossing.</p>
3361	Shunter	When the shunting movement has reached the end location of the route for shunting, and the location is outside a possession or shunting area, the Shunter must apply the procedure Shunting - Exit SH-mode.

**Change per 2026-02-02:**

When the shunting movement has reached the end location of the route for shunting, and the location is outside a possession or shunting area, the Shunter must ~~instruct~~apply the ~~Driver~~procedure to [Shunting exit- Exit SH-mode].

3382

**Start shunting from SB-mode**

3383 Precondition

The Driver of a train in SB-mode inside a possession, shunting area or on a shunting route has been instructed by a Shunter to request SH-mode.

**Change per 2026-02-02:**

The Driver of a train in SB-mode inside a possession, ~~shunting area or on a shunting route~~ has been instructed by a Shunter to request SH-mode.

3384 Purpose

To authorise the train in SB-mode to enter into SH-mode.

**PROCEDURE**

3385 Driver

The Driver must press the "Shunting" button on the DMI to request SH-mode from the signalling system.

3386 Driver, Signaller, Shunter



If the train is inside an active shunting area, possession or on a shunting route, and the position of the train can be validated by the signalling system, the request to enter SH-mode will be accepted.

If the position of the train can be validated by the signalling system, but the train is outside an active shunting area, possession or on a shunting route, or if the position of the train cannot be validated, the request to enter SH-mode will be refused.

The text message "SH refused" will be indicated to the Driver on the DMI.

**Change per 2026-02-02:**

If the train is inside an active shunting area, ~~possession or possession on a shunting route~~, and the position of the train can be validated by the signalling system, the request to enter SH-mode will be accepted.

If the position of the train can be validated by the signalling system, but the train is outside an active shunting area, ~~possession or possession on a shunting route~~, or if the position of the train cannot be validated, the request to enter SH-mode will be refused.

The text message "SH refused" will be indicated to the Driver on the DMI.

3708	Driver	If the text message "SH refused" is displayed on the DMI, the Driver must inform the Shunter.
3709	Shunter	If the Driver reports that the request to enter SH-mode has been refused by the signalling system, the Shunter must inform the Signaller.
3387	Signaller	If the Signaller is informed by the Shunter that the request to enter SH-mode has been refused, the Signaller must assess if the reason for the refusal is because the position of the train cannot be validated by the signalling system.  If the reason for the refusal is that the position of the train cannot be validated, the Signaller must establish the location of the train in co-operation with the Shunter.
3388	Signaller	If the location of the train is established within an active shunting area, a possession or a shunting route, the Signaller must activate the special function which will allow the signalling system to accept the train's next request to enter SH-mode. The Signaller must inform the Shunter that another press of the "Shunting" button will be necessary.  If the train is not located within an active shunting area, a possession or a shunting route, the Signaller must inform the Shunter that the train is located in an area where shunting is not permitted.

**Change per 2026-02-02:**

If the location of the train is established within an active shunting area, ~~or a possession or a shunting route~~, the Signaller must activate the special function which will allow the signalling system to accept the train's next request to enter SH-mode. The Signaller must inform the Shunter that another press of the "Shunting" button will be necessary.

If the train is not located within an active shunting area, ~~or a possession or a shunting route~~, the Signaller must inform the Shunter that the train is located in an area where shunting is not permitted.

3400

### **Exit SH-mode**

3401 Precondition

A train has concluded its shunting movement in a possession, a shunting area or on a shunting route.

**Change per 2026-02-02:**

A train has concluded ~~its shunting movement~~ in a possession, ~~or a shunting area or on a shunting route~~.

3402 Purpose

To ensure that no trains remain in SH-mode once shunting is concluded.

### **PROCEDURE**

3403 Shunter

The Shunter must inform the Driver of a train that shunting is concluded.

3404	Driver	When shunting is concluded, the Driver must exit SH-mode and inform the Shunter.
3405	Shunter	When the Driver has confirmed exiting SH-mode, the Shunter must inform the Shunting area manager that the train under their control has completed the required shunting movements and has exited SH-mode.

## Communication

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CO.8	<b>Message classes</b>	
CO.17	<b>Operational Instructions</b>	
CO.18	All	Operational Instructions are safety messages. Forms for some safety messages exists in the Book of Forms. These safety messages must be transmitted using the relevant form.
CO.19	All	When initiating an exchange of a safety message for which an Operational Instruction form exists, you must instruct the receiver about which Operational Instruction form to use.
CO.20	All	When you receive a safety message for which an Operational Instruction form exists you must bring out the form as instructed and fill in the form using the information given by the sender of the message.
		You must inform the sender when the form is ready to be filled in.
CO.21	All	When a form is used to transmit a safety messages, the form must be completed by the sender prior to transmitting the message so that the full text of the message can be sent in one single transmission.
CO.22	All	All Operational Instructions carry a unique authorisation. The safety message is only valid when this number is included in the Operational Instruction. The authorisation is decided by the sender.
<b>Change per 2026-02-02:</b>		
All Operational Instructions carry a unique authorisation-number. The safety message is only valid when this number is included in the Operational Instruction. The authorisation-number is decided by the sender.		
CO.23	Driver	The Driver must only complete an Operational Instructions when the train is at a standstill.
CO.24	Driver	The Driver must request that information is repeated or elaborated if it is unclear or ambiguous.
CO.25	All	To avoid confusion, the information required to be completed on the Operational Instruction form should be communicated in the order in which it appears on the form.

# Rules for Working and walking about in the Infrastructure

TW12

## Competencies for walking about and work in the track

**Change per 2026-02-02:**

~~Track Competencies workers for competencies walking about and work in the track~~

TW19

## Persons without an ID card

TW20

## Urgent arising tasks

**Change per 2026-02-02:**

~~Acute Urgent corrective arising maintenance tasks~~

TW21

PICOSS  
O&M coordinator

Persons without valid ID cards who are called upon to assist in acute corrective maintenance tasks or in emergencies must receive special safety instructions relating to the specific task and the specific geographical location from the PICOSS.

The person calling on assistance is responsible for briefing all personnel with the safety instructions before work is commenced.

If assistance is called in connection with infrastructure work overseen by a PICOSS, it is always the responsibility of the PICOSS to carry out the safety instructions.

Persons without valid ID cards must be accompanied by a railway safety trained member of staff

The person accompanying must be in the immediate vicinity of the person being accompanied.

TW116

## Work planning

TW117

## Planning responsibility

TW118

## Infrastructure manager conditions

**Change per 2026-02-02:**

~~Banedanmark Infrastructure manager conditions~~

TW119	Infrastructure Manager	<p>When larger railway infrastructure works requiring changes to train operation are planned Banedanmark must ensure an assessment is carried out by the person responsible for Traffic Operation. The assessment is to consider:</p> <ul style="list-style-type: none"><li>- The ability to operate safely and in accordance with current regulations and procedures, and</li><li>- the need for extra staff.</li></ul>
TW120		<p>Banedanmark must appoint a TWSC as an advisor to ensure that railway safety rules and regulation are given due consideration.</p>
TW121	Contractor	<p><b>Contractor conditions</b></p>
TW265		<p>The contractor is responsible for ensuring that:</p> <ul style="list-style-type: none"><li>- all risks are identified and mitigated through planning and instruction</li><li>- an approved railway safety plan is available before commencing work</li><li>- all work is planned and can be executed in accordance with railway safety rules and regulations</li><li>- all necessary agreements are in place with the person responsible for Traffic Operation</li><li>- all participating crew with any kind of safety responsibility have the necessary training and experience in accordance with the scope and complexity of the work</li><li>- the PICOSS has the necessary knowledge of the geography and any special conditions of the worksite</li><li>- the PICOSS has all necessary information on the execution of the work</li><li>- the PICOSS is given the necessary time to compare the physical conditions at the worksite with the information in the railway safety plan before allowing the work to commence.</li></ul>
TW266		<p><b>Execution of infrastructure work</b></p>
TW267		<p><b>General conditions</b></p>

**Change per 2026-02-02:**

Infrastructure work can be done as

- work in possession
- work with watchman
- special work.

TW268

**Precautions before initiating infrastructure work**

**Change per 2026-02-02:**

Precautions before initiating infrastructure work

TW269

**Change per 2026-02-02:**

Before initiating infrastructure work, the PICOP must ensure that

- is in possession of all documents relating to the work in question
- the work can be carried out as envisaged in the planning
- everyone participating in the work has the necessary skills
- everyone participating in the work is instructed in matters that have railway safety implications for their work
- all agreements regarding the execution of the work have been entered into with any Work supervisor and Shunters
- all railway safety measures for the execution of the work have been established
- all matters that have railway safety or traffic consequences have been finally agreed with the Signaller.

TW270

**Change per 2026-02-02:**

Before work commences, the Work supervisor must ensure that

- all agreements regarding the execution of the work have been entered into with the PICOSS
- all technical requirements for the work in question have been met
- that the PICOSS has been informed of all matters that have or may have railway safety or traffic significance.

TW26

**Possession**

TW27

**General conditions**

**Change per 2026-02-02:**

Application of the General rules  
conditions

TW28 **PICOP** Possession work can take place in all types of tracks and be used to carry out all types of infrastructure work.

TW271 **Especially regarding the establishment and ending of a possession without a handheld terminal**

**Change per 2026-02-02:**

Especially regarding the establishment and ending of a possession  
without a handheld terminal

TW272 **Application**

**Change per 2026-02-02:**

Application

TW273

**Change per 2026-02-02:**

It must be agreed between the Person responsible for traffic operation  
and the Contractor where, when, under what conditions and to what  
extent a possession may be established or ended without the use of a  
handheld terminal.

TW274 **Announcement**

**Change per 2026-02-02:**

Announcement

TW275

**Change per 2026-02-02:**

The Person responsible for traffic operation must ensure that the  
agreements are made known to the Signaller and the PICOP to the  
relevant extent.

TW35

## Worksite protection

TW276

## Work movement

**Change per 2026-02-02:**

Work movement

TW277

**Change per 2026-02-02:**

Low-speed operation of rail mounted machinery that perform work while running is referred to as a work movement and, upon instruction from the PICOP, may be carried out without a Shunter.

The overall framework for the use of work movements must be set out in the railway safety plan.

TW48

## Watchman

**Change per 2026-02-02:**

~~Work crew protected by the use of a watchman~~Watchman

TW49

## Application

**Change per 2026-02-02:**

~~Application of the rules~~

TW50

## PICOSS

A watchman is required where work is to be carried out in an operational railway within the personal safety distance and the track is not protected by a possession.

TW75

## Special work

**Change per 2026-02-02:**

~~Special work-conditions~~

TW279

## End of the work

**Change per 2026-02-02:**

End of the work

TW280

**General conditions**

**Change per 2026-02-02:**

General conditions

TW281

**Change per 2026-02-02:**

The Work supervisor must, upon completion of the work and after the technical procedures have been complied with, report the technical facility(ies) in question that has been worked on as ready for operational use.

The report must be given to the PICOSS and must contain all information about any restrictions on the use of the technical facilities, including whether there are speed restrictions or locking of points.

TW282

**Change per 2026-02-02:**

Before reporting the work completed, the PICOSS must obtain notification from the Work supervisor that the technical facilities are ready for operation and whether there are any restrictions on the use of the infrastructure that has been worked on.

The PICOSS informs the Signaller of the extent to which the infrastructure that has been worked on is functioning and that the work has been completed.

TW33

**Log and troubleshooting book**

**Change per 2026-02-02:**

Log and troubleshooting book

TW34	PICOP	<p>A PICOP log is personally issued and is used by the PICOP and PICOSS to record necessary safety related information relating to their duties. The PICOP and PICOSS must always be prepared to show their PICOP log to the TWSC or Banedanmark incident investigator on request.</p> <p>The PICOP will primarily record possession details relating to establishing, handing over and ending of a possession.</p> <p>The PICOSS will primarily record details which substitute a railway safety plan, including clearing time, sighting and safety distances in relation to planning of possessions for corrective maintenance.</p>
TW141		<h2>Catenary system</h2>
TW239		<h3>Working in or near the catenary system</h3>
TW240		<h4>General conditions</h4>
		<p><b>Change per 2026-02-02:</b></p> <p><u>General regulations</u><u>conditions</u></p>
TW241	All	<p>Failure to comply with protective distances to live parts of the catenary system is prohibited and potentially lethal.</p> <p>If the protective distances to the catenary system cannot be respected, no work may be performed before the power has been isolated and a work permit has been handed over by the Catenary field leader.</p> <p>The work permit is a verification that the necessary parts of the catenary system have been isolated and earthing arrangements are put in place.</p> <p>If track work requires the return rail to be cut, preventive measures need to be taken to secure the return current flow of the catenary system.</p>
TW147		<h4>Protective distances</h4>
TW148		<h4>General conditions</h4>
		<p><b>Change per 2026-02-02:</b></p> <p><u>General regulations</u><u>conditions</u></p>
TW149	All	<p>Protective distances apply to the entire catenary system including pantographs on electric traction units.</p> <p>When assessing the protective distance it is dangerous and forbidden to measure directly to live overhead equipment with any kind of tool (e.g. a folding ruler).</p>
TW161		<h3>Planned catenary isolation</h3>
TW162		<h3>Announcements</h3>

TW163

**Catenary manager****Contractor****Signaller**

Requests for a catenary isolation are made to the catenary planning office.

Announcement of planned catenary isolations are published by the catenary planning office and contain:

- unique identification number
- name, telephone number, company and job position of the person who requested the catenary isolation
- period(s) (time, date) for the planned work
- specification of the geographical location of the worksite (line, track, km)
- the nature of the work and whether use of tools and machinery of a larger scale is planned
- ~~i hvilke(t) koblingsområde(r) kørestrømmen udkobles~~
- specification of catenary sections where the power will be isolated.

A catenary isolation can only apply to one worksite in one period of time and for one catenary power cut off interval at a time, within the announced period of time.

The Signaller in charge of the areas involved must acknowledge the receipt of an announcement of a planned catenary isolation to the catenary planning office.

**Change per 2026-02-02:**

Requests for a catenary isolation are made to the catenary planning office.

Announcement of planned catenary isolations are published by the catenary planning office and contain:

- unique identification number
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- the nature of the work and whether use of tools and machinery of a larger scale is planned
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