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**ECORails –
Energy efficiency and environmental criteria in the awarding of regional rail transport vehicles and services**



**Deliverable 5: Organisation of the half yearly project meetings including minutes in M6, 12, 18, 24:
Project meeting M18
(22nd of November 2010) in Milan**

Version:

0.1

Status:

Final

Draft:

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Acronym:

ECORailS

Title:

Energy efficiency and environmental criteria in the awarding of regional rail transport vehicles and services

Distribution:

Partic N°	Participant name	Participant short name	Country code
CO	TSB Innovation Agency Berlin GmbH FAV – Transport Technology Systems Network	TSB FAV	DE
CB 2	Senate Department for Urban Development	SenStadt	DE
CB 3	Pro Rail Alliance	ApS	DE
CB 4	KCW GmbH	KCW	DE
CB 5	Berlin University of Technology	TUB	DE
CB 6	Trafikstyrelsen	TSY	DK
CB 7	Transportforskningsgruppen I Borlänge AB	TFK	SE
CB 8	Province administration of Brescia	PoB	IT
CB 9	Università Commerciale “L. Bocconi”	CBO	IT
CB 10	Università di Roma “La Sapienza”	ULS	IT
CB 11	Integral Consulting RD	IRD	RO
CB 12	CFR Timișoara – National Society of Railway Transport	CFR	RO
CB 13	Universitatea POLITEHNICA din Timișoara	PUT	RO
CB 14	Budapest University of Technology and Economics	BME	HU
CB 15	Agenzia della Lombardia Orientale per i Trasporti e la Logistica	ALOT	IT

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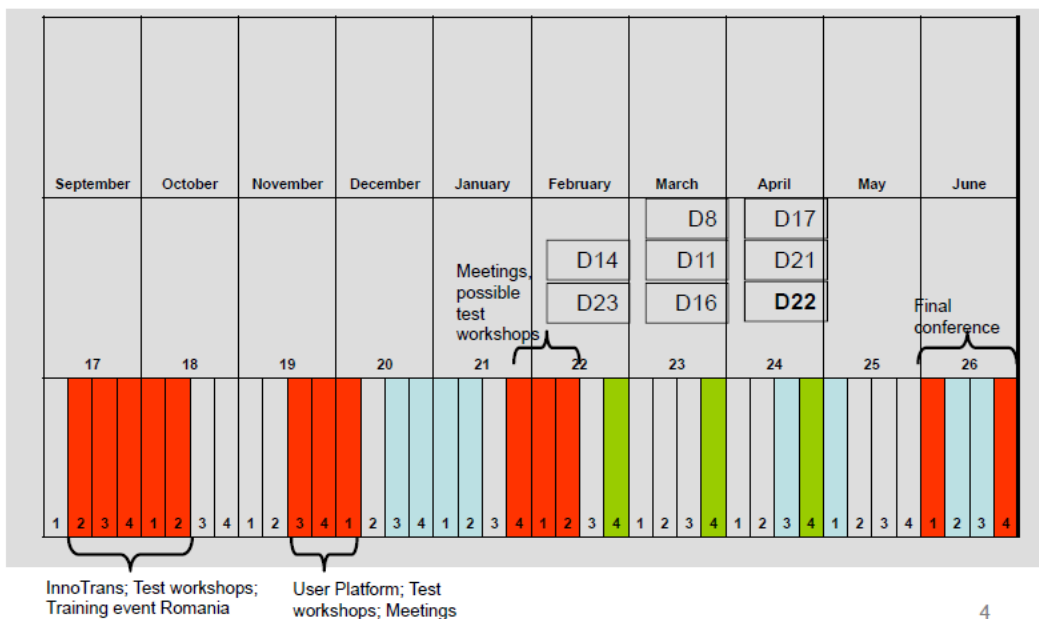
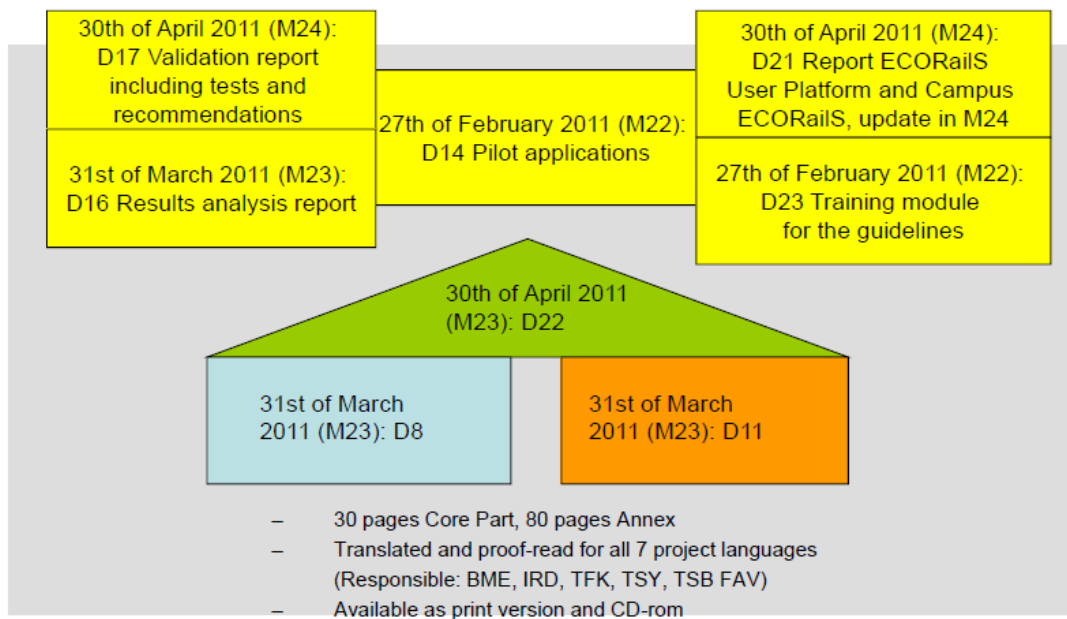
ECORails Consortium Meeting (Milan, 22nd-23rd November 2010)
Location: Bocconi University, Via Roentgen 1, room 5B3 SR 01

Monday, 22nd of November 2010

- 13:00h** **Welcome, State of the project, Formalities**
Martin Schipper, TSB FAV
- 13:20h** **Feedback to last version of the GL;
Preliminary test results**
Matthias Pippert, ApS (introduction)
Ferdinando Stanta, ALOT (test results)
All partners (feedback)
- 15:20h** **Coffee break**
- 15:40h** **Open discussion: Consequences for further GL elaboration, User
Platform and test process**
TSB FAV, ApS, ALOT
- 16:30h** **WP 4: remaining points for test process**
ALOT
- 17:15h** **LCC analysis:
How to apply in awarding?
How to focus on EE/ENV criteria?
How to include into the GL?**
KCW
- 18:00h** **How to deal with existing fleets?
Modernisation?
How to define criteria?**
ApS, ULS
- 18:45h** **End of first day**

I. WP1 Project management: Schedule for project finalisation, test site results of Berlin as test case example

1) The Deliverables and the schedule for the remaining project activities has been presented



- 2) Furthermore, first criteria on energy efficiency and environmental-friendly awarding have been presented together with the lessons learnt from stakeholder workshops during the pilot applications in Berlin

Conceptual design: Energy (1.1)

2 conceptually different approaches to the same debate:

1. "universal approach"

- Registers the overall energy consumption per scheduled month/year
- Usually includes traction + allocation (system boundaries need to be defined carefully)
- Setting minimum requirements (percent) for the entire duration of the contract by:
 - setting an "ultimate goal" (makes controlling throughout the contract period difficult)
 - setting annual reduction targets (making controlling considerably easier)
- Valuation key: Data based on previous experience/reference value
- negotiate possible readjustments
- Weight offers with a consumptions-based factor
- Makes it easy for TOCs to provide proof (by providing energy bills as documentation, for example)
- The consequences of changing the terms of the service after the awarding need to be set in advance

Konzeption Energie (1.2)

2. Differentiated approach

- differentiated approach to offers (various weighting factors)
 - vehicle-km without information on energy consumption
 - vehicle-km including information on energy consumption (graded depending on energy consumption)
- Valuation key: Data based on previous experience/reference value
- Usually includes traction only (system boundaries need to be defined carefully)
- How do you factor in the energy required for allocation of vehicles?

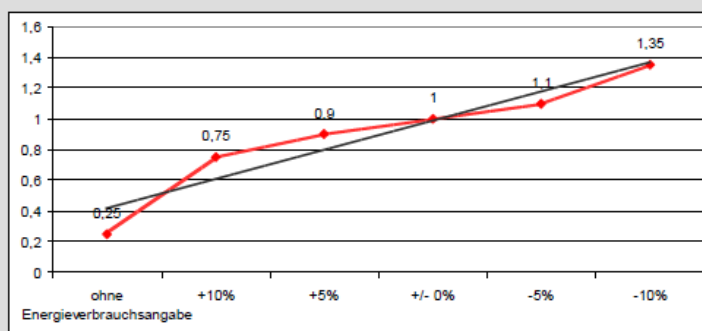
Conceptual design energy (2)

Example of how to design an incentive system

How can PTAs create incentives for TOCs to employ energy efficient trains or retrofit them accordingly as soon as possible during a contract?

- An evaluation of offers depending on energy consumption and type of train
- An evaluation depending on driving performance
- Progressive incentives depending on energy consumption

Weighting of driving performance depending on the type of train



energy consumption specific to types of trains in relation to the reference values

Conceptual design energy (3)

Example of how to design an incentive system

Incentives

- differentiate bids according to energy consumption
 - Example: Bid comparison and effects on funding
- Dynamisation of weighting towards energy consumption
- Contract management including both boni and penalties (static/dynamic)

Conceptual design energy (4)

Example TOC 2: Designing a call around energy criteria

Type of train	train-km planned						
	ohne Energie-angabe	Reference value + 10%	Reference value + 5%	Reference value	Reference value - 5%	Reference value - 10%	
A	200.000						
B		280.000					
C		220.000					
D						700.000	
total	200.000	500.000				700.000	1.400.000
Weighting	25%	75%	90%	100%	110%	135%	
weighted km	50.000	375.000	0	0	0	945.000	1.370.000
						Individual percentage energy	97,86%

Conceptual design energy (5)

Example, all bidders: Bid comparison and effects on funding

TOC	schedule-km	Individual energy-rate	weighted km	funding EUR	Funding rate EUR/FP-km
1	1.400.000	92,90%	1.300.000	9.693.913	6,92
2	1.400.000	97,86%	1.370.000	10.206.500	7,29
3	1.400.000	115,00%	1.610.000	11.998.000	8,57
4	1.400.000	100,00%	1.400.000	10.434.783	7,45

Available: 12.000.000 EUR p.a.

1.610.000 weighted km (best offer) => 7,45 EUR/schedule-km for a bidder with an individual energy-rate of 100%

Conceptual design energy (6)

Example: Dynamising the weighting of train-km in relation to energy consumption during the contract period

Contract year	train-km planned					
	Weighting in %					
	No information on energy consumption*	Reference value +10%	Reference value +5%	Reference value	Reference value -5%	Reference value -10%
1 – 3	25	75	90	100	110	135
4 – 6	10	60	80	95	110	135
7 – 9	5	45	70	85	105	135
10 - 12	0	25	60	75	105	135

* provided that an exclusion from the process is not desired/planned or the value is in excess of 120%

Conceptual design energy (7)

Example: Contract management incl. Bonus/Malus-incentives, static and dynamic

	Bonus/Malus % of funding										
	Deviation of actual percentages from the individual percentage based on train-km covered										
	Excess						Shortfall				
	5%	4%	3%	2%	1%	+/-0%	-1%	-2%	-3%	-4%	-5%
static	-7%	-5%	-4%	-3%	-2%	0	1	2%	3%	4%	5%
dynamic											
Contract year											
1 – 3	-3%	-2,25%	-1,50%	-1%	-0,50%	0	0,50%	1%	1,50%	2%	2,50%
4 – 6	-4,25%	-3,5%	-2,75%	-2%	-1,25%	0	0,75%	1,50%	2,25%	3%	3,75%
7 – 9	-6%	-5%	-4%	-3%	-2%	0	1%	2%	3%	4%	5%
10 - 12	-7,75%	-6,5%	-5%	-3,5%	-2,25%	0	1,25%	2,50%	3,75%	5%	6,25%

Design: Penalties are always higher than boni,

Goal: Discourage TOCs from making offers they do not necessarily intent to keep

Conceptual design CO₂ (1)

2 conceptually different approaches up for debate:

1. "Universal approach"

- Registers the overall energy consumption per scheduled month/year
- Includes traction + allocation (system boundaries need to be defined carefully)
- Setting minimum requirements (percent) for the entire duration of the contract by:
 - setting an "ultimate goal" (makes controlling throughout the contract period impossible)
 - setting annual reduction targets (making controlling possible)
- Valuation key: "Bundes-mix"
- Evaluation: factors depending on emissions
- Makes it easy for TOCs to provide prove (by providing energy bills detailing composition of energy sources and CO₂-emissions as documentation, for example)

2. Approach based on energy policy

- Same as "universal approach"
- Requirements regarding the proportions of renewable, nuclear, cogenerative energy sources etc.

Conceptual design CO₂ (2)

Concept

- Independent from energy-related requirements, as there is not necessarily a connection between the consumption of energy and CO₂-emissions
=> PTA interests factor into the weighting of criteria

Design

- Define system boundaries
(Traction in-/excluding allocation, same as for energy requirements)
- Incentives static or dynamic, same as for energy requirements
- Controlling and Bonus/Malus, static or dynamic, same as for energy requirements

Conclusion

- Environment-, energy- and climate-related goals, as well as budgetary and political considerations can be pursued by offering a dynamic and goal-oriented system of incentives
- Energy- and climate-related requirements should be pursued separately
- Energy-related data based on previous experience can serve as a reference value

II. WP6 Information and Communication: Status of Guidelines, finalisation steps

General assessment of present state and quality of the Guidelines

- *D 22 V02 is substantially improved compared to D 20.*
- *5th chapter focused on concrete proposals for using performance indicators and how to deal with single technologies / operational measures.*
- *A lot of redundancies have been omitted.*

But:

- *Clear editing and shortening of 2nd and 3rd chapter not yet done*
- *Chapter on LCC / CBA not yet finalised*
- *Dealing with maintenance requirements unclear*
- *Annexes still neglected and not focused on needs*

Major points of dissent

- *Identification of indicators to be applied*
- *Text modules – where to put in the GL, when to elaborate and by whom?*
- *Misunderstandings about the structure?*
- *Amount of pages*
- *“Too many words, too less advices”?*
- *Lots of text, very few pictures?*
- *Decision tree?*
- *Are the tables in the 4th and 5th chapter helpful or not?*
- *How to deal with the existing fleet?*

Direct Indicators – which one for which occasion?

- *kWh / passenger km:*
Main overall objective but within award procedures, measures for improved occupancy and improved EE should clearly be separated from each other.
- *kWh / seat km:*
Most relevant indicator; applicable for awarding services and procurement of vehicles; applicable for assessment of MUs, loco-hauled trains (as a whole) and for comparing MUs with loco-hauled trains
- *kWh per train km:*
Technical basis (in terms of measurement) for calculating kWh per seat km; in certain (very few) cases helpful to simplify the process when used as such
- *kWh per gross tonne km:*
the most relevant indicator for the assessment of locomotives
- *Diesel fuel: calculated as kWh, l or kg?*

Text modules – where to put in the GL, when to elaborate and by whom?

- *The only places for text modules in the GL are chapters 5.2-5.8 and the Annex; with clear reference to the respective award criterion*
- *As decided in Bergamo in March, the text version(s) of the GL will provide advices how to develop text modules; additionally some merely abstract examples.*
- *Concrete text modules shall be developed at the test sites. Depending on their number and relevance they will finally appear in the main text, in the annex or only on the internet.*
- *Concrete proposals for additional text modules are welcome and necessary; due to the always specific situations in the regions (test sites), it is difficult to develop them in ApS' or TFK's offices.*

The vast amount of pages

Chapter	Pages D22 V02	Target	Comments
Formalities	6	5	
1. Introduction	3	2-3	Depends mainly on disclaimer
2. Political framework	11	9	Merely editorial work to be done; omit redundancies
3. Legal framework	6	6	
4. Contracting and awarding processes with EE/ENV issues	23	15	Mainly depending on IRD's comments; evaluation of tables
5. Application of EE/ENV criteria and specifications	48	45	Maybe 5.2.2.3 can be dropped; other shortenings may be outweighed by additional figures, tables and text modules; Maybe 5.4 can mainly be shifted to the Annex (as agreed in Rome), but I doubt whether this makes sense.
Annex	35	35	Omitting of redundancies and unnecessary information may be outweighed by additional requirements (e.g. text modules) and shifting from the main text.
2. Sum	132	Ca. 119 (8+15+60+34)	

Remaining points for discussion

- *Misunderstandings about the structure?*
- *“Too many words, too less advices”?*
- *Lots of text, very few pictures?*
- *Decision tree?*
- *Are the tables in the 4th and 5th chapter helpful or not?*
- *Do we need chapter 5.2.2.3?*
- *Shall we include SSPs and specific SPs? And where? Provided by whom?*
- *How to deal with the existing fleet? (See separate session)*

Next steps / priorities

- *Further feedback by partners to D22 V02 (preferably before 8th Dec.)
(All, including comments to comments)*
- *Further elaboration of 2nd & 3rd chapter
(ApS; input on demand by TFK, KCW and other partners)*
- *Finalisation of 5.3, LCC/CBA
(KCW, feedback by other partners, mainly IRD, PUT, TUB, ULS, CBO)*
- *Provision of exemplary service profiles for the Annex
(TUB; also IRD, ALOT, TSY)*
- *Improvement and systematisation of the Annexes
(ApS; input by other partners on demand)*
- *Incorporation of partners' comments and today's discussion results
(ApS; input by other partners on demand)*

III. WP4 Pilot applications: Test site status and remaining contributions, finalisation of D14 Pilot applications







For WP4, ALOT presented two main topics:

1. the preliminary tests results, especially for the feedbacks on the GuideLines
2. the status of pilot applications, the remaining activities and deadlines

1. Feedback to the GuideLines:

The following two tables summarize the main feedbacks from each test site: the collection of feedbacks is ongoing in Berlin and Øresund, while Lombardy and Timisoara reported preliminary results.

Feedbacks to the GuideLines

Feedbacks	BERLIN	LOMBARDY	ORESUND	TIMISOARA
Manageability	No preliminary feedbacks		No preliminary feedbacks	
Evaluation of impacts	No preliminary feedbacks		No preliminary feedbacks	
Preparation of awarding texts	No preliminary feedbacks		No preliminary feedbacks	

FROM ISRs AND SPECIFIC MAILS

Main needs are practical examples and the support of LCC calculations. Timisoara reported the key role of legal security issues for the clauses used for the awarding of rolling stock based on LCC: the discussion of this crucial legal issue should be added to the present version of the GuideLines.

Problems and needs

Feedbacks	BERLIN	LOMBARDY	ORESUND	TIMISOARA
Problems		✓ Decision trees	No preliminary feedbacks	✓ More practical ✓ Follow-up ✓ LCC ✓ Maintenance
Needs	✓ More best practice examples ✓ Models of how to weigh criteria ✓ LCC-calculations	✓ Dynamic technical reference ✓ Decision trees	No preliminary feedbacks	✓ Examples of awarding texts ✓ Railenergy documents

2. Status of pilot applications, remaining activities and deadlines

ALOT reported the status of each activity planned in WP4 for each site. Except Øresund, all sites ended the Steps 1 and 2 and are performing Step 3. There is now the need to start with the reporting of the baseline and the objects of testing in D14. For this reason, a detailed list of data for the site and baseline description in D14, chapter 3 was presented and discussed. ALOT will provide the Lombardy site description as example for all sites.

Pilot Applications' Status

DO ALL THE SITES HAVE COLLECTED ALL DATA REQUESTED BY D14 PARAGRAPHS 3.1 and 3.2?

STEP	BERLIN	LOMBARDY	ORESUND	TIMISOARA
1. Preparation	DONE	DONE	DONE	DONE
2. Scenarios	EXCLUDED	DONE		DONE
3. Execution	FINAL AGENDA MUST BE AGREED DURING THIS MEETING			

Main activities done by each pilot

ACTIVITIES	BERLIN	LOMBARDY	ORESUND	TIMISOARA
Preparation	DONE	DONE	DONE	DONE
Organization	DONE	DONE	DONE	DONE
Scoping	DONE	DONE	DONE	DONE
Construction of Baseline		DONE	DONE	DONE
Legal analysis	DONE	DONE		DONE
Technologies and measurement	DONE	DONE		DONE
Writing of awarding text				
Simulation				
Evaluation of impacts				

D14 – Chapter 3 – 3.1 Site description

For each site the following issues should be described shortly, to make it possible the transnational comparison:

- Geography:
 - Area
 - Minimum height
 - Maximum height
 - Number of Municipalities
 - Higher settlement
 - Lower settlement
 - Population
 - Density of inhabitants
 - Land use
- Economy and Society:
 - Economic sectors
 - Development
 - Gross income
 - Population: actual, development, age
 - Education
 - Levels of government
 - Institutions
- Infrastructure:
 - Length
 - Number of tracks
 - Traction
 - Profile: curves, tunnels, slope
- Speed: maximum, number of restrictions (for curved sections, level crossings, ...)
- Number of stops
- Signaling and safety technologies for the spacing of trains
- Fixed installations to provide energy and fuel
- Other relevant
- Regulatory framework for transport:
 - Institutions and functions
 - Contracts and tenders for service and rolling stock: in force, planned
 - Who does what: requirements asked by law, requirements asked through tenders and contracts, what is chosen by the TOCs
 - How subsidies are decided and paid for services and rolling stock
 - Monitoring system in force (and improvements planned)
- Traffic:
 - Number of travellers: season tickets, daily tickets
 - Average distance (time) traveled
 - Passengers*km
 - Seats*km
 - Load factor
 - Crowding
 - Gross ton*km
 - Average income: season tickets, daily tickets

D14 – Chapter 3 – 3.2 Baseline

For each site the following issues should be described shortly

- **Service:**
 - *Timetable: kind of services (stop train, fast train, S train, ...), commercial speed, frequency, number of runs, number of stops, duration (minutes)*
 - *Capacity: seated / standing places (number of persons / sq. meter), number of coaches, space between the seats*
 - *Service profiles actually used for the line and for each kind of service (ref. RailEnergy classes)*
- **Rolling stock**
 - *List of rolling stock in service (grouped in classes). For each:*
 - *number of train*km, pax*km, gross ton*km*
 - *electric power consumption measured/estimated*
 - *fuel consumption measured/estimated*
 - *noise measured*
 - *exhaust emissions measured/estimated*
 - *average axle weight*
 - *vehicle weight*
 - *dimensions*
 - *engines*
 - *maximum power at wheel*
 - *starting tractive power*
 - *max. acceleration at gross weight*
 - *maximum speed*
 - *auxiliaries and comfort functions*
- *Availability of EE/ENV technologies listed in the ECORailS catalogue*
- **Awarding documents and procedures today in force:**
 - *Legal documents in use*
 - *Relevant laws in force*
 - *Main clauses used at present:*
 - *public service requirements*
 - *payment of subsidies*
 - *monitoring system*
 - *incentives*
 - *awarding criteria*
- **Economic framework applied to services and rolling-stock**
 - *Picture of the present subsidies and costs as resulting from the legal documents (provision of services) and from the TOC data (esp. for the provision of rolling stock)*
 - *Main relevant costs related to: fuel, electricity, maintenance*
- **Stakeholders:**
 - *Picture of: expectations, goals (classified by importance), opportunities, knowledge, problems about:*
 - *provision of regional rail services and rolling stock*
 - *energy saving*
 - *environmental standards*
 - *economic framework*

The overall status of the Pilot Applications shows some delays:

- ⇒ **In order to have more time to review the test results, D14 will be postponed to 31st of March 2010 (delivery date according to Annex I is the 28th of February 2010)**

GANTT: whole WP4

		2010												2011									
		April		May		June		July		August		September		October		November		December		January		February	
		15	30	15	31	15	30	15	31	15	31	15	30	15	31	15	30	15	31	15	31	15	28
Task 3	Execution of the tests																						D14
	Step 1 Preparation																						
	Step 2 Scenarios					ISR 1											ISR 1						
	Step 3 Execution										ISR 2							ISR 2					
	Step 4 Analysis of the results																						ISR 4

The Consortium agreed on the D14 structure, the involvement of Site Managers in preparing it and the deadlines. Details are given in the following tables.

To do: WP4 Final Report (D14) 1/2

Structure and contents from D14 version 2010-10-28 already sent to the WP4 partners

CHAPTERS	DETAILS	PAGES	WHO	PLAN	REV
1. Executive Summary	Summary of the Report	2	ALOT	M22 (Feb)	
2. Aims and approach	Introduction and methodology	2	ALOT	M22 (Feb)	
3. Description of the Test Sites and their Baseline	Description of each site and of the starting point of each pilot application		Each Site Manager	M18 (Oct)	M19 (Nov) M 20 (Dec)
1. Berlin		4	his chapter		
2. Øresund		4	1. TSB FAV		
3. Timisoara		4	2. TFK		
4. Lombardy		4	3. IRD		
		4	4. ALOT		

CHAPTERS	DETAILS	PAGES	WHO	PLAN	REV
4. Pilot Applications and results at site level	Description of applications done and of their results		Each Site Manager	M20 (Dec)	M21 (Jan)
		4	his chapter		
		4	1. TSB FAV		
		4	2. TFK		
		4	3. IRD		
		4	4. ALOT		
5. Transnational Comparison	General conclusions from the 4 pilot applications	8	Evaluation Group	M22 (Feb)	

An Evaluation Group was appointed as detailed in the following; its task is the transnational evaluation of the Pilot Applications' results. A working meeting was decided at mid February 2011.

To do: Transnational Comparison 1/2

- **Establishment of the Evaluation Group (to be appointed in the Consortium Meeting in Milan 22nd November):**
 - The WP4 Leader: ALOT
 - The 4 Site Managers: ALOT, IRD, TFK, TSB FAV
 - The WP2 Leader: ULS
 - The WP3 Leader: TFK
 - The WP5 Leader: IRD
 - The WP6 Leader: ApS
 - The PTAs and TOCs involved in the Pilots: PoB, SenStadt, TSY, CFRT, Lombardy
- **Preparation of the transnational analysis of the results (M22/February):**
 - Each EG member will analyze the matters linked to his role in ECORailS
 - Drafts ready within mid February
- **Meeting (mid February):**
 - Finalization of the drafts and check of the whole WP4 Final Report

Structure of chapter 5 and roles:

1. Transnational approach

*Classification of the test sites to cover relevant European ECORailS issues
Author: ALOT*

2. Legal feasibility

*Legal problems occurred and regulatory needs
Author: TFK*

3. Fulfillment of the ECORailS KPIs

*Environmental impacts and energy savings reached in the tests; other findings from the technical point of view
Author: ULS*

4. Manageability

*Recommendations for the use of the ECORailS GuideLines; relationships with the stakeholders
Main author: TSB FAV*

EACH PARAGRAPH IS ABOUT 2 PAGES LONG

IV. WP5 Evaluation and Validation

- **1 Validation strategy including validation exercise plan disseminated to 30 administrations and 50 stakeholders**
- **1 Validation report incl. tests and recommendations disseminated to 30 administrations and 50 stakeholders**

Identification of the 30 administrations and 50 stakeholders required

Responsible: IRD+FAV+TFK+ALOT !!!

1. **Data bases with Stakeholders and Administrations**
2. **Mass dissemination via e-mail of the *Validation report* with included link to *Validation strategy* + correlation with the WP6 disseminations at:**
 - **User Platform**
 - **Campus ECORailS**
 - **Training sessions**
 - **International Dissemination Events**
 - **Final conference**

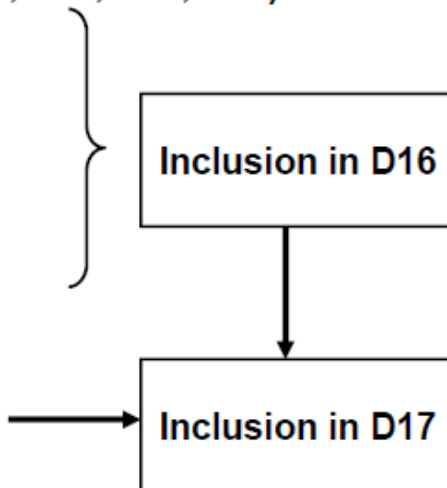
Common deliverables (D12, D13, D19, D20, D21, D22)

Analysis of the deliverables: IRD
Approval and review FAV, TFK, A LOT

Test Specific Deliverables (D14)

Analysis: IRD, FAV, TFK, ALOT
Review: IRD + ALOT

Evaluation and validation Questionnaire



Structure of D16

I. Modular form

1. Each chapter represents one Performance Indicator
2. Strengths/ Weaknesses/ Recommendations type evaluation
3. Evaluation protocol (tabular with Issues, reference recommendation/ comments)

II. Evaluates the achievement of performance indicators and User needs:

- First level: quantitative energy and emissions savings
- Second level: manageability of the guidelines
- Third level: dissemination goals

D17 Recommendations

I. Chapters/ Parts

- achievement of the project performance indicators (critical)
 - First level: quantitative energy and emissions savings
 - Second level: manageability of the guidelines
 - Third level: dissemination goals
- achievement of user defined needs and criteria (important)

II. Validates the achievement of the results/ the demonstration of the achievement results (yes/no)

V. Agreements on deadlines and contributions

Guidelines finalisation data

- The delivery of the final text version of the Guidelines will be postponed from 28th of February 2010 to 31st of March 2010
- The finalisation of the Guidelines translation/proof-reading for the seven project languages will be finalised until 31st of May 2010

Pilot Applications finalisation data

- December 2010: each Site Manager sends to ALOT his paragraph for D14, chapter 3 Description of the Test Sites and their Baseline (length 4 pages)
- 31st January 2011: each Site Manager sends to ALOT his paragraph for D14, chapter 4 Pilot Applications and results at site level (length 4 pages)
If delays due to local site conditions will occur, all contributions from the Site Managers have to be sent to ALOT within 7th February 2011 to allow the evaluation by the Evaluation Group in Berlin.
- 28th February 2011: first draft of D14.
- 31st March 2011: final version of D14.
- ISRs will be continuously updated by all Site Managers and sent to ALOT to ease the WP management.

Remaining meetings:

- The Editorial Group previously planned for the 3rd – 4th of February 2010 will be cancelled
- Instead the Editorial Group on Part I of the Guidelines will be executed together with the WP4 Evaluation Group meeting of the tests on 17th – 18th of February 2010 in Berlin
- A second Editorial Group on Part II of the Guidelines will be executed on the 7th – 8th of March 2010 also in Berlin

Dissemination events

- The Croatia dissemination event, originally foreseen for 14th – 15th of March 2010, will be postponed to May 2010, in order to avoid additional work load in the time of the final Guidelines elaboration. This postponement also offers the possibility to present the final Guidelines version
 - o The consortium partners will be updated with more information on objectives and contributions for the event after the new date has been agreed with the workshop host
- A further Italian dissemination workshop was proposed by the Italian PTA framework organisation Federmobilita, to be dated after the final text version of the Guidelines has been delivered:
 - o Federmobilita explained that the choice of the period is subject to some political uncertainties involving the Italian Government that may cause elections next spring. ALOT and TSB FAV will agree on a date after having received a feedback from Federmobilita. The consortium partners will be

ECORailS – Energy efficiency and
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Dissemination Level: PU

ECORailS_WP1_D05_Milan
Document: Organisation of the half yearly project
meetings including minutes in M6, 12, 18, 24:
Project meeting M18
Date: 30.11. 2010

updated with more information on objectives and contributions for the event
after the new date has been agreed with the workshop host.