



SERVICE FACILITY DESCRIPTION

Port of Uusikaupunki Ltd.

The railway network in the Port of Uusikaupunki is closed to traffic due to safety concerns as of 20 May 2020 until further notice.



Version history

Version	Date	Content/Changes
0.1	29 April 2022	Original service facility description
0.2	16 June 2023	Full rewrite of the service facility description, with more detail added

CONTENTS

1.	BASIC INFORMATION ABOUT THE SERVICE FACILITY	3
1.1	Introduction	3
1.2	Operator of the service facility	3
1.3	Period of validity and revisions	4
2.	SERVICES	4
2.1	Names of services	4
2.2	Planned changes to services	4
2.3	Charges	4
3.	SERVICE FACILITY DESCRIPTION	4
3.1	List of installations	4
3.2	Name and location of the installation	5
4.	CONDITIONS FOR ACCESS TO SERVICES	5
4.1	Technical requirements for rolling stock	5
4.2	Possibility for self-supply of services	5
4.3	Terms of use of the operator’s IT systems	6
4.4	Engineering works and track maintenance	6
5.	CAPACITY ALLOCATION	6
5.1	Requests for access to services	6
5.2	Responding to requests	7
5.3	Information on temporary capacity restrictions	7
6.	DISPUTES AND COMPLAINTS	8

1. BASIC INFORMATION ABOUT THE SERVICE FACILITY

1.1 Introduction

This document has been drawn up by Port of Uusikaupunki Ltd pursuant to the Finnish Rail Transport Act (1302/2018) and Commission Implementing Regulation (EU) 2017/2177 on access to service facilities and rail-related services.

The railway infrastructure in the Port of Uusikaupunki is owned and managed by Port of Uusikaupunki Ltd. Port of Uusikaupunki Ltd's service facility falls under the category of basic 'maritime and inland port facilities which are linked to rail activities' within the meaning of Annex II, paragraph 2(g) of Directive 2012/34/EU of the European Parliament and of the Council establishing a single European railway area.

The rail yard comprises four tracks:

- 001 / K43 with an operational length of 240 m
- 002 / K43 with an operational length of 241 m
- 003 / K43 with an operational length of 265 m
- 004 / K43 with an operational length of 266 m
- 011 / K43 port spur with a length of 308 m

The yard is connected to the Finnish Transport Infrastructure Agency's railway network. The Port of Uusikaupunki is an international cargo port in Southwest Finland.

This service facility description has been published online at <http://www.ukiport.fi/permissions-and-instructions/rail-transport/>. The document complies with the latest applicable laws and regulations. The most notable laws, regulations and policies governing this service facility description are as follows:

- Finnish Rail Transport Act (1302/2018)
- Commission Implementing Regulation (EU) 2017/2177 on access to service facilities and rail-related services
- Finnish Government Decree on Services Supplied to Rail Transport Operators (1489/2015)
- Guideline on drawing up service facility descriptions (TRAFICOM/89516/03.06.04./2022)
- Guideline on deadlines set by the regulatory body for responding to requests for access to services (TRAFICOM/270984/03.06.04./2019)

1.2 Operator of the service facility

Port of Uusikaupunki Ltd
 Hepokarintie 2
 FI-23500 Uusikaupunki
 +358 (0)50 420 5193

Role/Title	Name	Contact information
Managing Director	Teemu Vaahtera	teemu.vaahtera@ukiport.fi tel. +358 (0)44 730 7000
Traffic Manager	Sanni Leino	sanni.leino@ukiport.fi tel. +358 (0)50 317 1804
Port Service	(24/7)	satama@ukiport.fi tel. +358 (0)44 767 1000

The railway infrastructure is not connected to a terminal. Port of Uusikaupunki Ltd's port operator, Stevena Oy, therefore does not need to submit a separate request for access to the services supplied in the service facility.

1.3 Period of validity and revisions

The first version of this service facility description was drawn up on 25 April 2022. The document remains in effect indefinitely and will be revised as necessary. A version history is provided on the cover of the document.

2. SERVICES

2.1 Names of services

The railway network in the Port of Uusikaupunki is closed to traffic until further notice.

The railway infrastructure in the Port of Uusikaupunki is property of Port of Uusikaupunki Ltd, which is also the supplier of rail-related services (rail transport operation) in the service facility. The plan is to use the rail yard for storing rolling stock or materials, subject to contract, once the rail infrastructure has been brought up to standard. The yard comprises four tracks (R001, R002, R003, R004) as well as a 308-metre spur (R011) providing access to the port.

The availability of services and the use of the service facility for rail transport purposes are subject to negotiations with the operator of the service facility and other service providers operating in the port.

2.2 Planned changes to services

There are no plans to make changes to the services supplied in the port.

2.3 Charges

Storing rolling stock on the tracks managed by Port of Uusikaupunki Ltd is prohibited. Exceptions can be made on a case-by-case basis, subject to a charge.

The operator of the service facility does not charge separately for access to services (rail transport operation on the port railway). The railway infrastructure in the Port of Uusikaupunki is closed to traffic until further notice.

Information on other port fees and charges is available in the Port of Uusikaupunki's official price list, copies of which can be requested from staff at the Port of Uusikaupunki (see section 1.2 for contact information).

3. SERVICE FACILITY DESCRIPTION

3.1 List of installations

The service facility consists of a single installation. **The railway network in the Port of Uusikaupunki is currently out of service (as of 20 May 2020).**

The tracks managed by Port of Uusikaupunki Ltd and the infrastructure boundaries are shown in the Uusikaupunki/Hangonsaari track diagram on the Port of Uusikaupunki's website. The track diagram is available online at www.ukiport.fi.

The Port Office and Port Service are located at Hepokarintie 2. Contact information is provided in section 1.2.

3.2 Name and location of the installation

Address of the service facility:

Kalasadamantie 2

FI-23500 Uusikaupunki

Arrangements for access to the services supplied in the service facility are made separately with Port of Uusikaupunki Ltd.

Port of Uusikaupunki Ltd's office is open according to standard business hours (from 8 am to 4 pm from Monday to Friday) and closed on national holidays and other special occasions. Port Service operates 24/7 and can be reached at least by telephone outside office hours (see section 1.2 for contact information).

The railway infrastructure is accessible 24/7 to rail transport operators that have concluded a transport agreement with Port of Uusikaupunki Ltd, that have been allocated infrastructure capacity and that otherwise satisfy the technical requirements and eligibility criteria for rail transport operation on the port railway (see sections 4 and 5).

4. CONDITIONS FOR ACCESS TO SERVICES

4.1 Technical requirements for rolling stock

Technical details concerning the railway infrastructure can be found in the track diagram, which is available online at www.ukiport.fi. The port railway represents secondary infrastructure from the perspective of traffic control. The maximum axle load on the port railway is 225 kN, and the speed limit is 20 km/h. The tracks are not electrified.

The purpose of the railway is to provide good rail transport links to customers. The tracks managed by the operator of the service facility are connected to the Finnish Transport Infrastructure Agency's railway network. All markings, symbols and signage comply with the Finnish Transport Infrastructure Agency's guidelines, and service interruptions resulting from engineering works are reported as instructed by the Finnish Transport Infrastructure Agency.

4.2 Possibility for self-supply of services

Self-supply of services (rail transport operation on the port railway) is a possibility for rail transport operators that satisfy the relevant technical requirements and eligibility criteria (see section 5). The technical requirements and eligibility criteria for rail transport operation on the port railway can be found in Port of Uusikaupunki Ltd's Safety Manual for Shunting and Track Work, a copy of which is supplied to each rail transport operator in connection with the signing of the transport agreement (before transport operation begins). The procedures for concluding agreements and checking the satisfaction of technical requirements and eligibility criteria are described in section 5.

4.3 Terms of use of the operator's IT systems

N/A

4.4 Engineering works and track maintenance

The railway network in the Port of Uusikaupunki is closed to traffic until further notice.

Annual inspections are carried out to identify any sections of the tracks managed by the operator of the service facility that are in need of repair. Engineering works are contracted out separately for each repair job.

The maintenance contractor is responsible for the following:

- Carrying out repairs (tracks and sidings, track geometry, track superstructure, points and level crossing) as per Port of Uusikaupunki Ltd's orders
- Reporting any service interruptions resulting from engineering works to
 - Port of Uusikaupunki Ltd (infrastructure manager)
 - shunting operators as identified by the infrastructure manager and, where appropriate, other operators
- Promptly reporting all issues with the railway infrastructure to the infrastructure manager

The railway infrastructure is maintained pursuant to Port of Uusikaupunki Ltd's track maintenance programme, which is reviewed annually. The maintenance programme covers the following:

- Identification of areas in need of repair
- Inspections and measurements related to the identified issues (incl. maintenance tolerances)
- References relating to engineering works
- Prerequisites for carrying out repairs
- Description of other measures designed to ensure safe rail transport operation

5. CAPACITY ALLOCATION

5.1 Requests for access to services

Rail transport operators can only request access to the services supplied in the service facility after signing a transport agreement with Port of Uusikaupunki Ltd. Requests for access are handled by the Traffic Manager. There are no scheduled services on the port railway.

Rail transport operators must sign a transport agreement with Port of Uusikaupunki Ltd and agree to comply with Port of Uusikaupunki Ltd's rules and regulations. Rail transport operators that have previously signed a transport agreement with the operator of the service facility and whose agreement is still in effect can proceed straight to requesting access (to infrastructure capacity). Railway undertakings and international consortia of railway undertakings must have a railway undertaking licence issued by the Finnish Transport and Communications Agency Traficom pursuant to the Finnish Rail Transport Act or a comparable licence issued in another member state of the European Economic Area.

Applicants for infrastructure capacity must obtain digital authorisation from Port of Uusikaupunki Ltd pursuant to the Safety Manual for Shunting and Track Work. The email address for digital authorisations is satama@ukiport.fi. The information to be provided includes the objective of the works, the techniques to be used, the estimated duration of the works and their potential effects on other tracks in the yard. Requests for authorisation must specify the start time of track work, its effects on the availability of the

railway infrastructure, the duration of the works and the completion of the work as well as the contact information of the person in charge of track work. The email address for reporting the aforementioned information and any changes to the same is satama@ukiport.fi. Requests for access must include arrival and departure timetables and volume forecasts. Digital authorisation must be in place one (1) month before access is required.

Applicants for infrastructure capacity are advised to bear in mind that the tracks managed by Port of Uusikaupunki Ltd are currently closed to traffic due to safety concerns until further notice.

Rail transport operators must have a safety certificate issued or approved by the Finnish Transport and Communications Agency Traficom pursuant to the Finnish Rail Transport Act. Rail transport operators must have third-party liability insurance. A copy of Port of Uusikaupunki Ltd's Safety Manual for Shunting and Track Work is supplied to each rail transport operator in connection with the signing of the transport agreement.

5.2 Responding to requests

In the event that Port of Uusikaupunki Ltd receives a request for access to the port railway or for the supply of services in the service facility that is in conflict with another request or concerns infrastructure capacity already allocated, it will attempt, through discussion and coordination with the applicants concerned, to ensure the best possible matching of all requests. For this purpose, the operator of the service facility must promptly provide the following information, free of charge and in writing, to all the applicants:

- 1) The infrastructure capacity requested by applicants for the same period of time
- 2) The infrastructure capacity provisionally allocated to the applicants for that period of time
- 3) Alternative infrastructure capacity proposed to each applicant
- 4) The criteria for capacity allocation

The coordination procedure described above is taken into account in each first-time agreement for access to the port railway, and a written addendum may be signed if necessary to coordinate capacity allocation or to restrict access. Depending on the circumstances, the coordination procedure may involve, for example, proposing alternative timing in order to accommodate conflicting requests for access to the port railway or the supply of services in the service facility.

Requests for access to the service facility or the supply of services cannot be rejected or viable alternatives proposed if there is capacity that matches the needs of the applicant available in the service facility or if such capacity is expected to become available during or following the coordination procedure.

In the event that it is not possible to accommodate conflicting requests for access to the port railway or the supply of services in the service facility through discussion and the coordination procedure, and the service facility is close to congestion, priority will be given to applicants whose requests for access have already been granted.

Decisions are taken within 30 days of receipt of each request.

5.3 Information on temporary capacity restrictions

Information on any temporary capacity restrictions is published on the website of Port of Uusikaupunki Ltd.

The current state of repair of the railway network in the Port of Uusikaupunki prevents capacity allocation for the time being.

6. DISPUTES AND COMPLAINTS

Any disputes relating to access to the railway and the allocation of infrastructure capacity are primarily resolved through discussion. The infrastructure manager reserves the right to settle disputes in a fair and non-discriminatory manner. In the event that a party to the dispute is dissatisfied with the infrastructure manager's decision, they can refer the case to the competent regulatory body as provided for in sections 151 and 152 of the Finnish Rail Transport Act (1302/2018). The regulatory body operates in connection with the Finnish Transport and Communications Agency Traficom. Further provisions on the handling of complaints are laid down in the Finnish Administrative Procedure Act (434/2003).

Liability for damages in the context of rail transport is regulated by the Finnish Rail Transport Liability Act (113/1999).

The procedures for settling disputes and challenging decisions relating to access to Port of Uusikaupunki Ltd's railway and services are governed by sections 151 and 152 of the Finnish Rail Transport Act.