

## **CRR-G-035-A**

# **Applicants Application Guide for Recognition of Training Centres and Recognition of Examination Centres**

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## Glossary

‘applicant’ means an entity or a single person having established a company that applies for recognition to provide training courses relating to training tasks referred to in Article 23(5) and (6) of Directive 2007/59/EC, including a single person applying for recognition as examiner referred to in Article 25(1) and (2) of Directive 2007/59/EC.

‘competent authority’ means the competent authority as defined in Article 3 of Directive 2007/59/EC or any other body appointed by the Member State or entrusted with the task of recognition of training centres and of examiners by the competent authority through delegation.

‘examination’ means a process to check a train driver’s or candidate train driver’s competence in accordance with Directive 2007/59/EC by one or more means such as written, oral and practical.

‘examination centre’ means an entity established to provide examinations for train drivers in accordance with Article 25 of Directive 2007/59/EC.

‘examiner’ means a person having relevant skills and competence, recognised to conduct and score examinations for the purposes of Directive 2007/59/EC.

‘recognition’ means a formal statement on the competence of a person or an entity to perform training tasks or examinations, issued by an authority appointed for this purpose by the Member State.

‘trainer’ means a person with relevant skills and competence to prepare, organise and conduct training courses.

‘training centre’ means an entity accredited or recognised by the competent authority to give training courses.

## 1 Introduction

The CRR is the competent authority for the purposes of Directive 2007/59/EC. Under Article 19 1.(d) of that Directive, the CRR can recognise training centres and examination centres. Commission Recommendation 2011/766/EU lays down procedures for the recognition of training centres and of examiners of train drivers in accordance with Directive 2007/59/EC.

This guideline describes the process to be used by applicants for recognition of training centres and examination centres.

## 2 Recognition of Training Centres

The Applicants for recognition as a training centre should submit application form CRR-G-035, Appendix II to the CRR.

Where a training centre consists of more than one legal entity, each of the legal entities should apply separately for recognition. (Commission Recommendation 2011/766/EU Point 3)

Applications should include documents giving evidence of the fulfilment of the requirements laid down in Directive 2007/59/EC and in Commission Decision 765/2011/EU, and in doing so fill in checklist CRR-CL-006. (Commission Recommendation 2011/766/EU, Point 4)

Applications should specify the training tasks for which the applicant applies for a recognition. The application may refer to training tasks belonging to one or more areas of competence. It should be structured in line with the following areas of competence:

- (a) general professional knowledge in accordance with Annex IV to Directive 2007/59/EC;
- (b) professional knowledge relating to rolling stock in accordance with Annex V to Directive 2007/59/EC;
- (c) professional knowledge of infrastructure in accordance with Annex VI to Directive 2007/59/EC;
- (d) linguistic knowledge in accordance with Annex VI to Directive 2007/59/EC (general linguistic knowledge and/or specific communication and terminology for rail operations and safety procedures). (Commission Recommendation 2011/766/EU, Point 5)

As with other types of approvals that the CRR undertake, the CRR welcomes early engagement with applicants and will accept draft submissions. During this pre application stage, meetings will be arranged with the applicant as necessary.

### **2.1 Issue of statement of recognition of a training centre**

The CRR will issue a statement of recognition no later than two months after receiving all necessary documents for a period of up to a maximum of 5 years. (Commission Recommendation 2011/766/EU, Point 8 and Point 11)

### **2.2 Validity, amendment, renewal of statement of recognition of a training centre**

The recognised training centre may extend their scope of training in accordance with Commission Recommendation 2011/766/EU Point 12. Should the scope of training be reduced the recognised training centre must comply with Commission Recommendation 2011/766/EU Point 13.

### **2.3 Registers/Suspension and withdrawal of recognition/Appeals**

The CRR will publish and keep updated a register of recognised training centres. In order to keep the register up to date, recognised training centres should inform the CRR of any change concerning data published in the register. (Commission Recommendation 2011/766/EU Points 15 and 17). Suspension and withdrawal of recognition will be done in accordance with Commission Recommendation 2011/766/EU Points 18 to 20 and is described in RSC-G-025 section 8. The appeals procedure is described in RSC-G-025 section 18.

### **2.4 Infrastructure Knowledge**

Directive 2007/59/EC Article 23(6) states *“Training tasks relating to infrastructure knowledge as provided for in Article 13(2), including route knowledge and operating rules and procedures, shall be performed by persons or bodies accredited or recognised by the Member State where the infrastructure is located”*. To implement this Article the CRR will recognise a training centre in the Republic of Ireland and that training centre shall provide training in infrastructure knowledge, including route knowledge and operating rules and procedures.

## **3 Recognition of Examination Centres**

Applicants for recognition as an examination centre should submit application form CRR-G-035 Appendix III to the CRR.

Applications should include documents giving evidence of the fulfilment of the requirements laid down in Directive 2007/59/EC and in Commission Decision 765/2011/EU and, in doing so, fill in checklist CRR-CL-006.

Applications should specify the examinations for which the applicant applies for a recognition. The application may refer to examinations belonging to one or more areas of competence. It should be structured in line with the following areas of competence:

- (a) general professional knowledge in accordance with Annex IV to Directive 2007/59/EC;
- (b) professional knowledge relating to rolling stock in accordance with Annex V to Directive 2007/59/EC;
- (c) professional knowledge of infrastructure in accordance with Annex VI to Directive 2007/59/EC;
- (d) linguistic knowledge in accordance with Annex VI to Directive 2007/59/EC (general linguistic knowledge and/or specific communication and terminology for rail operations and safety procedures).

As with other types of approvals that the CRR undertake, the CRR welcomes early engagement with applicants and will accept draft submissions. During this pre application stage meetings will be arranged with the applicant as necessary.

### **3.1 Issue of statement of recognition of an examination centre**

The CRR will issue a statement of recognition no later than two months after receiving all necessary documents for a period of up to a maximum of 5 years.

### **3.2 Validity, amendment, renewal of statement of recognition of examination centre**

The recognised examination centre may extend their scope of competence in accordance with Commission Recommendation 2011/766/EU point 34. Should the scope of competence be reduced the recognised training centre must comply with 2011/766/EU point 35.

### **3.3 Registers/Suspension and withdrawal of recognition/Appeals**

The CRR will publish and keep updated a register of recognised examination centres. In order to keep the register up to date, recognised examination centres should inform the CRR of any change concerning data published in the register. (Commission Recommendation 2011/766/EU Points 37 and 39). Suspension and withdrawal of recognition will be done similar to Commission Recommendation 2011/766/EU points 41 to 43 and is described in RSC-G-025 section 8. The appeals procedure is described in RSC-G-025, section 18.

In the case of suspension or withdrawal the CRR will provide clear information on the requirements that are no longer fulfilled. Before suspension or withdrawal becomes effective the examination

centre will be given one month to adapt its practices in order to meet the requirements for recognition. (Commission Recommendation 2011/766/EU, Point 57)

### **3.4 Infrastructure Knowledge**

Directive 2007/59/EC Article 25(3) states “Infrastructure knowledge evaluation, including route knowledge and operating rules, shall be performed by persons or bodies accredited or recognised by the Member State where the infrastructure is located”. To implement this Article the CRR will recognise an examination centre in the Republic of Ireland and that examination centre shall provide examinations in infrastructure knowledge, including route knowledge and operating rules and procedures.

## **4 Recognition of Examiners by Recognised Examination Centre**

The CRR as the competent authority for the purposes of Directive 2007/59/EC can delegate to a recognised examination centre the recognition of its own examiners. The recognised examination centre should provide appropriate measures to manage its examiners and to ensure that its examiners have the competencies required in accordance with Directive 2007/59/EC and Commission Decision 765/2011/EU. (Commission Recommendation 2011/766/EU, Points 51 and 53)

The recognised examination centre should keep up to date a register of all examiners it has recognised. The register should comply with Commission Recommendation 2011/766/EU point 38 but without making publicly available information on individual examiners. Examiners should be allowed to conduct examinations only in the framework of activities of the examination centre to which they belong. (Commission Recommendation 2011/766/EU, Points 52, 54 and 55)

The evaluation and scoring principles and the type of results should be available before the examinations. Drivers or candidate drivers should be allowed to view the evaluation of examination results and to request a review in case of a reasoned negative opinion regarding the examination they took. (Commission Recommendation 2011/766/EU, Points 59 and 60)

## Appendix I: CRR-CL-006

APN	Basis		Assessment Criteria	Applicant Submission Comment	
001	<b>Commission Decision 2011/765/EU</b> Chapter 2 - Training Centres	Article 3 - Independence and Impartiality		<p>Training centres shall deliver training courses in an impartial manner regarding all participants.</p> <p>In particular, where a training centre provides training to persons employed by the company owning the training centre as well as to other persons, the training shall be performed independently from the interests of the company owning the training centre and shall be impartial for all participants.</p>	
002	<b>Commission Decision 2011/765/EU</b> Chapter 2 - Training Centres	Article 3 - Independence and Impartiality		<p>Training centres shall apply the same rules to persons employed by the company owning the training centre and to other persons.</p> <p>[Note: Member States shall ensure that measures are taken to safeguard this principle.]</p>	
	<b>Commission Decision 2011/765/EU</b> Chapter 2 - Training Centres	Article 4 - Competence Requirements		<p>An applicant shall demonstrate technical and operational competence and suitability to organise training courses appropriate to the training tasks. It shall be adequately staffed and equipped and operate in an environment suitable for training aiming to prepare train drivers for the examinations to obtain or maintain licences and certificates in accordance with Directive 2007/59/EC.</p> <p>In particular, it shall:</p>	
003	<b>Commission Decision 2011/765/EU</b> Chapter 2 - Training Centres	Article 4 - Competence Requirements	2(a)	<p>have an effective management structure which ensures that trainers have adequate qualifications and experience to provide training according to the requirements set out in Directive 2007/59/EC;</p>	
004	<b>Commission Decision 2011/765/EU</b> Chapter 2 - Training Centres	Article 4 - Competence Requirements	2(b)	<p>have the necessary staff, facilities, equipment and accommodation appropriate for the training offered and the estimated number of trainees;</p>	



APN	Basis			Assessment Criteria	Applicant Submission Comment
005	<b>Commission Decision 2011/765/EU</b> Chapter 2 - Training Centres	Article 4 - Competence Requirements	2(c)	ensure that practical training is performed by trainers who are holders of both a valid train driver licence and a valid certificate covering the subject of training or a similar type of line/rolling stock, and who have professional practice in driving of minimum three years' duration.	
006	<b>Commission Decision 2011/765/EU</b> Chapter 2 - Training Centres	Article 4 - Competence Requirements	2(c)	When the trainer does not hold a valid certificate for the relevant infrastructure/rolling stock, a driver holding the certificate for that infrastructure/rolling stock shall be present to the training, in accordance with Article 4(2)(e) of Directive 2007/59/EC;	
007	<b>Commission Decision 2011/765/EU</b> Chapter 2 - Training Centres	Article 4 - Competence Requirements	2(d)	provide the methodology they intend to use to ensure the content, organisation and duration of training courses, training plans and competence schemes;	
008	<b>Commission Decision 2011/765/EU</b> Chapter 2 - Training Centres	Article 4 - Competence Requirements	2(e)	provide systems to record the training activities including information on participants, trainers and the number and purpose of the courses;	
009	<b>Commission Decision 2011/765/EU</b> Chapter 2 - Training Centres	Article 4 - Competence Requirements	2(f)	have a quality management system or equivalent procedures in place to monitor compliance with, and the adequacy of, the systems and procedures which ensure that the training provided satisfy the requirements set out in Directive 2007/59/EC;	
010	<b>Commission Decision 2011/765/EU</b> Chapter 2 - Training Centres	Article 4 - Competence Requirements	2(g)	provide competence management, ongoing training and measures to keep professional skills updated for trainers;	
011	<b>Commission Decision 2011/765/EU</b> Chapter 2 - Training Centres	Article 4 - Competence Requirements	2(h)	demonstrate procedures to keep training methods, tools and equipment updated, including training literature, training software, documents provided by the infrastructure manager such as rulebooks on operational rules, signals or safety systems.	

APN	Basis		Assessment Criteria	Applicant Submission Comment	
012	<b>Commission Decision 2011/765/EU</b> Chapter 2 - Training Centres	Article 4 - Competence Requirements	3	A Member State may establish additional requirements for the training related to infrastructure of its own territory.	Currently N/A
013	<b>Commission Decision 2011/765/EU</b> Chapter 2 - Training Centres	Article 4 - Competence Requirements	4	Applicants for training on specific communication and terminology for rail operation and safety procedures, shall submit their application to the competent authority of the Member State where the infrastructure is located, to which the communication and terminology refer.	
014	<b>Commission Decision 2011/765/EU</b> Chapter 2 - Training Centres	Article 6 - New or newly equipped line and newly introduced rolling stock		In regard to new or newly equipped lines or newly introduced rolling stock a Member State may specify conditions under which a recognised training centre may organise practical training in derogation to Article 4(2)(c).  The use of this derogation shall be strictly limited to the case in which no trainer holding a certificate already covering the new or newly equipped line or the new rolling stock is yet available.	
015	<b>Commission Decision 2011/765/EU</b> Chapter 2 - Training Centres	Article 6 - New or newly equipped line and newly introduced rolling stock		In the context of "APN 014", The trainer shall fulfil all other requirements of Article 4(2)(c) in regard to the licence and to the certificate as provided in Articles 14 and 15 of Directive 2007/59/EC, and to the required period of professional practice.	
016	<b>Commission Recommendation 2011/766/EU</b>  POINT 7	POINT 7		Where an applicant applying for recognition of training tasks related to infrastructure knowledge has been already recognised in accordance with this Recommendation and Decision 765/2011 by a competent authority of a Member State, the competent authorities of other Member States should limit their assessments to the requirements that are specific to the training on the infrastructure in question and should refrain from assessing aspects which were already assessed in the course of the previous recognition.	
017	<b>Commission Recommendation 2011/766</b>  POINT 14	POINT 14		A statement of recognition should be renewed on request of the training centre and should be issued under the same conditions as the initial statement of recognition. The competent authority may establish a simplified procedure where the conditions for recognition remain unchanged. Records of training activities performed during the previous 2 years should be submitted. Where the previous period of validity was	Currently CRR do not use the 'simplified' procedure.  Note requirement for records of training activities during the previous 2 years to be submitted.

APN	Basis			Assessment Criteria	Applicant Submission Comment
				shortened to less than 2 years in accordance with point 11, records for the whole period should be submitted.	
018	<b>Commission Recommendation 2011/766/EU</b>  POINT 36	POINT 36		A statement of recognition should be renewed on request of the examiner and should be issued under the same conditions as the initial statement of recognition. The competent authority may establish a simplified procedure where the conditions for recognition remain unchanged. In any case examiners applying for renewal should submit records of the competence they have received during the previous period of validity and of examination activities performed during the last 2 years. Where the previous period of validity was shortened to less than 2 years in accordance with point 33, records of the whole period should be submitted respectively.	Currently CRR do not use the 'simplified' procedure.  Note requirement for records of examination activities performed during the last 2 years by examiners, AND, records of competence that examiners have received to be submitted..
019	<b>Commission Recommendation 2011/766/EU</b>  POINT 53	POINT 53		The examination centre should provide appropriate measures to manage its examiners and to ensure that its examiners have the competencies required in accordance with Directive 2007/59/EC and Commission Decision 765/2011.	
020	<b>Commission Decision 2011/765/EU</b> Chapter 3 - Examiners	Article 7 - Independence and impartiality		Applicants shall confirm that they will conduct examinations in an impartial and non-discriminatory manner, free of any pressure and incentive which could affect the judgement or the results of the examination and the way the examination is carried out.  For this purpose, the competent authority shall develop a statement incorporated in an application form to be signed by the applicant.	
021	<b>Commission Decision 2011/765/EU</b> Chapter 3 - Examiners	Article 8 - Competence requirements	1	Applicants for recognition shall be competent and experienced regarding the subject of examination they want to conduct.	
022	<b>Commission Decision 2011/765/EU</b> Chapter 3 - Examiners	Article 8 - Competence requirements	1	The experience requested shall be gathered during professional practice of minimum four years' duration within a period of not more than five years before the application date.	

APN	Basis			Assessment Criteria	Applicant Submission Comment
023	<b>Commission Decision 2011/765/EU</b> Chapter 3 - Examiners	Article 8 - Competence requirements	1	The requested period of professional experience may include periods of experience as a manager of train drivers who holds a valid train driver licence and complimentary certificate or as a trainer for training tasks relevant to the application submitted.	
024	<b>Commission Decision 2011/765/EU</b> Chapter 3 - Examiners	Article 8 - Competence requirements	2	In regard to practical examinations on board trains, the applicant must be the holder of both a valid train driver licence and a valid certificate covering the subject of examination or a similar type of line/rolling stock.	
025	<b>Commission Decision 2011/765/EU</b> Chapter 3 - Examiners	Article 8 - Competence requirements	2	When the examiner does not hold a valid certificate for the infrastructure/rolling stock of the examination, a driver holding the certificate for that infrastructure/rolling stock shall be present to the examination in accordance with Article 4(2)(e) of Directive 2007/59/EC.	
026	<b>Commission Decision 2011/765/EU</b> Chapter 3 - Examiners	Article 8 - Competence requirements	2	The applicant shall have professional practice in driving of minimum four years' duration and gathered within a period of not more than five years before the application date. The applicant's knowledge must be up-to-date at the time of the application.	
027	<b>Commission Decision 2011/765/EU</b> Chapter 3 - Examiners	Article 8 - Competence requirements	3(a)	In addition, applicants shall meet the following minimum criteria:  a) they shall be competent in listening and spoken interaction at minimum level B2 of the European Framework for Language Competence (EFLC) established by the Council of Europe, in the language of examination.	
028	<b>Commission Decision 2011/765/EU</b> Chapter 3 - Examiners	Article 8 - Competence requirements	3b()	b) they shall have the skills and the pedagogical aptitude required for the purpose of conducting examinations, and have thorough knowledge of the relevant examination methods and examination documents;	
029	<b>Commission Decision 2011/765/EU</b> Chapter 3 - Examiners	Article 8 - Competence requirements	3(c)	c) they shall demonstrate how they will keep their professional competences regarding the subjects they examine up-dated;	

APN	Basis			Assessment Criteria	Applicant Submission Comment
030	<b>Commission Decision 2011/765/EU</b> Chapter 3 - Examiners	Article 8 - Competence requirements	3(d)	d) they shall be familiar with the certification scheme for train drivers.	
031	<b>Commission Decision 2011/765/EU</b> Chapter 3 - Examiners	Article 8 - Competence requirements	4	A Member State may establish additional requirements for examiners performing examinations related to its own infrastructure.	Currently N/A
032	<b>Commission Recommendation 2011/766/EU</b>  POINT 27	POINT 27		Where an application concerns recognition as an examiner for infrastructure knowledge, including route knowledge and operation rules, the competent authority of the Member State where the infrastructure is located is responsible for recognition.	
	<b>Commission Decision 2011/765/EU</b> Chapter 4 - Organisation of Examinations	Article 9 - Common criteria		Examinations organised to assess train drivers' competence in accordance with Article 25 of Directive 2007/59/EC shall meet the following criteria:	
033	<b>Commission Decision 2011/765/EU</b> Chapter 4 - Organisation of Examinations	Article 9 - Common criteria	(a)	in case of examinations conducted by two or more persons, at least the person who is leading the examination shall be a recognised examiner in accordance with the provisions of this Decision;	
034	<b>Commission Decision 2011/765/EU</b> Chapter 4 - Organisation of Examinations	Article 9 - Common criteria	(b)	where the examination concerns the practical part of train driving competences, the examiner shall be licensed as train driver and hold a complementary certificate authorising the use of infrastructure and the driving of rolling stock that is subject to the examination, or a similar type of line/rolling stock;	

APN	Basis		Assessment Criteria	Applicant Submission Comment	
035	<b>Commission Decision 2011/765/EU</b> Chapter 4 - Organisation of Examinations	Article 9 - Common criteria	(b)	when the examiner does not hold a valid certificate for the infrastructure/rolling stock of the examination, a driver holding the certificate for that infrastructure/rolling stock shall be present to the examination in accordance with Article 4(2)(e) of Directive 2007/59/EC;	
036	<b>Commission Decision 2011/765/EU</b> Chapter 4 - Organisation of Examinations	Article 9 - Common criteria	(c)	examinations shall be performed in a transparent manner and shall have adequate duration in order to prove with sufficient documented evidence that all the relevant subjects of the Annexes to Directive 2007/59/EC are covered;	
037	<b>Commission Decision 2011/765/EU</b> Chapter 4 - Organisation of Examinations	Article 9 - Common criteria	(d)	in cases where the examiner participating to the examination provided the training on the subject of examination to the train driver or candidate train driver, a second examiner, who was not involved in preparation training, will conduct the examination;	
038	<b>Commission Decision 2011/765/EU</b> Chapter 4 - Organisation of Examinations	Article 9 - Common criteria	(e)	an examination shall be prepared with particular care in regard to the confidentiality of the questions foreseen during the examination.	
039	<b>Commission Decision 2011/765/EU</b> Chapter 4 - Organisation of Examinations	Article 10 - New or newly equipped line and newly introduced rolling stock		In regard to new or newly equipped lines or newly introduced rolling stock a Member State may specify conditions under which a recognised examiner may perform examinations in derogation to Article 9.  The use of this derogation shall be strictly limited to the case in which no examiner holding a certificate already covering the new or newly equipped line or the new rolling stock is yet available.	
040	<b>Commission Decision 2011/765/EU</b> Chapter 4 -	Article 10 - New or newly equipped line and newly		In the context of "APN 039" The examiner shall fulfil all other requirements of Article 4(2)(c) in regard to the licence and to the certificate as provided in	

APN	Basis			Assessment Criteria	Applicant Submission Comment
	Organisation of Examinations	introduced rolling stock		Articles 14 and 15 of Directive 2007/59/EC, and to the required period of professional practice.	
041	Directive 2007/59/EC	Article 26		The competent authorities shall ensure that all activities associated with training, the assessment of skills and the updating of licences and certificates are the subject of continuous monitoring under a quality standards system. This shall not apply to activities already covered by the safety management systems put in place by railway undertakings and infrastructure managers in accordance Directive 2004/49/EC.	
042	Directive 2007/59/EC	Annex II - Medical Requirements	1.1 General	Drivers must not be suffering from any medical conditions or be taking any medication, drugs, or substances which are likely to cause:  a sudden loss of consciousness.	
043	Directive 2007/59/EC	Annex II - Medical Requirements	1.1 General	a reduction in concentration.	
044	Directive 2007/59/EC	Annex II - Medical Requirements	1.1 General	sudden incapacity	
045	Directive 2007/59/EC	Annex II - Medical Requirements	1.1 General	a loss of balance or coordination	
046	Directive 2007/59/EC	Annex II - Medical Requirements	1.1 General	significant limitation of mobility	
047	Directive 2007/59/EC	Annex II - Medical Requirements	1.2 Vision	The following requirements as regards vision must be complied with:  - Aided or unaided distance visual acuity: 1,0; minimum of 0,5 for the worse eye	
048	Directive 2007/59/EC	Annex II - Medical Requirements	1.2 Vision	maximum corrective lenses: hypermetropia +5 myopia -8. Derogations are authorised in exceptional cases and after having obtained the opinion of an eye specialist. The medical doctor then takes the decision.	

APN	Basis			Assessment Criteria	Applicant Submission Comment
049	Directive 2007/59/EC	Annex II - Medical Requirements	1.2 Vision	near and intermediate vision: sufficient, whether aided or unaided.	
050	Directive 2007/59/EC	Annex II - Medical Requirements	1.2 Vision	contact lenses and glasses are authorised when periodically checked by a specialist.	
051	Directive 2007/59/EC	Annex II - Medical Requirements	1.2 Vision	normal colour vision: use of a recognised test, such as Ishihara, as well as another recognised test if required.	
052	Directive 2007/59/EC	Annex II - Medical Requirements	1.2 Vision	field of vision: full	
053	Directive 2007/59/EC	Annex II - Medical Requirements	1.2 Vision	vision for both eyes: effective; not required when a person has adequate adaptation and sufficient compensation experience. Only in case he lost binocular vision after starting his job.	
054	Directive 2007/59/EC	Annex II - Medical Requirements	1.2 Vision	binocular vision: effective	
055	Directive 2007/59/EC	Annex II - Medical Requirements	1.2 Vision	recognition of colour signals: the test shall be based on recognition of single colours and not on relative differences.	
056	Directive 2007/59/EC	Annex II - Medical Requirements	1.2 Vision	sensitivity to contrasts: good	
057	Directive 2007/59/EC	Annex II - Medical Requirements	1.2 Vision	no progressive eye diseases	
058	Directive 2007/59/EC	Annex II - Medical Requirements	1.2 Vision	lens implants, keratotomies and keratectomies are allowed only on condition that they are checked on a yearly basis or at intervals set by a medical doctor	



APN	Basis			Assessment Criteria	Applicant Submission Comment
059	Directive 2007/59/EC	Annex II - Medical Requirements	1.2 Vision	ability to withstand dazzle	
060	Directive 2007/59/EC	Annex II - Medical Requirements	1.2 Vision	colour contact lenses and photochromatic lenses are not allowed. UV filter lenses are allowed.	
061	Directive 2007/59/EC	Annex II - Medical Requirements	1.3 Hearing / Speaking	Hearing and speaking requirements; Sufficient hearing confirmed by an audiogram i.e.:  hearing good enough to be able to hold a phone conversation and to be able to hear warning sounds and radio messages.	
	Directive 2007/59/EC	Annex II - Medical Requirements		The following values should be taken as guidelines:	
062	Directive 2007/59/EC	Annex II - Medical Requirements	1.3 Hearing / Speaking	Hearing deficiency must not be higher than 40dB at 500 and 1000Hz.	
063	Directive 2007/59/EC	Annex II - Medical Requirements	1.3 Hearing / Speaking	Hearing deficiency must not be higher than 45 dB at 2000 hz for the ear with the worst air conduction of sound	
064	Directive 2007/59/EC	Annex II - Medical Requirements	1.3 Hearing / Speaking	no anomaly of the vestibular system	
065	Directive 2007/59/EC	Annex II - Medical Requirements	1.3 Hearing / Speaking	no chronic speech disorder (given the necessity to exchange messages loudly and clearly.)	
066	Directive 2007/59/EC	Annex II - Medical Requirements	1.3 Hearing / Speaking	The use of hearing aids is allowed in special cases.	
067	Directive 2007/59/EC	Annex II - Medical Requirements	1.4 Pregnancy	In the event of poor tolerance or a pathological condition, pregnancy must be considered to be a reason for the temporary exclusion of drivers. Legal provisions protecting pregnant drivers must be applied	

APN	Basis			Assessment Criteria	Applicant Submission Comment
	Directive 2007/59/EC	Annex II - Medical Requirements	2	Minimum content of the examination before appointment.  Medical examination:	
068	Directive 2007/59/EC	Annex II - Medical Requirements	2.1 Medical Examination before appointment	a general medical examination.	
069	Directive 2007/59/EC	Annex II - Medical Requirements	2.1 Medical Examination before appointment	examinations of sensory functions (vision, hearing, colour perception.)	
070	Directive 2007/59/EC	Annex II - Medical Requirements	2.1 Medical Examination before appointment	Blood or urine tests, testing among others for diabetes mellitus, insofar as they are necessary to judge the candidate's physical aptitude.	
071	Directive 2007/59/EC	Annex II - Medical Requirements	2.1 Medical Examination before appointment	an Electro-Cardiogram (ECG) at rest	
072	Directive 2007/59/EC	Annex II - Medical Requirements	2.1 Medical Examination before appointment	test for psychotropic substances such as illicit drugs or psychotropic medication and the abuse of alcohol calling into question the fitness for the job.	
073	Directive 2007/59/EC	Annex II - Medical Requirements	2.1 Medical Examination before appointment	Cognitive; attention and concentration; memory; perception; reasoning	
074	Directive 2007/59/EC	Annex II - Medical Requirements	2.1 Medical Examination before appointment	Communication	

APN	Basis			Assessment Criteria	Applicant Submission Comment
075	Directive 2007/59/EC	Annex II - Medical Requirements	2.1 Medical Examination before appointment	psychomotor; reaction time, hand coordination	
076	Directive 2007/59/EC	Annex II - Medical Requirements	2.2 Psychological Examination <b>See OPS TSI below</b> also	The purpose of the occupational psychological examinations is to assist in the appointment and management of staff. In determining the content of the psychological evaluation, the examination must assess that the applicant driver has no established occupational psychological deficiencies, particularly in operational aptitudes or any relevant personality factor, which are likely to interfere with the safe exercise of duties.	
	Directive 2007/59/EC	Annex II - Medical Requirements	3	Periodic examinations after appointment:	
077	Directive 2007/59/EC	Annex II - Medical Requirements	3.1 Periodic Examination - Frequency	Medical examinations (physical fitness) must be taken at least every three years up to the age of 55, thereafter every year.	
078	Directive 2007/59/EC	Annex II - Medical Requirements	3.1 Periodic Examination - Frequency	In addition to this frequency, the medical doctor accredited or recognised under Article 20 must increase the frequency of examinations if the health of the member of staff so requires.	
079	Directive 2007/59/EC	Annex II - Medical Requirements	3.1 Periodic Examination - Frequency	Without prejudice to Article 16 (1) an appropriate medical examination must be carried out when there is a reason to doubt that a holder of the licence or certificate no longer fulfils the medical requirements set out in section 1 on Annex II.	
080	Directive 2007/59/EC	Annex II - Medical Requirements	3.1 Periodic Examination - Frequency	Physical fitness must be checked regularly and after any occupational accident or any period of absence following an accident involving persons. The medical doctor accredited or recognised under Article 20 can decide to carry out an additional appropriate medical examination, particularly after a period of at least 30 day's sick leave. The employer must ask the medical doctor accredited or recognised under Article 20 to check the physical fitness of the driver if the employer had to withdraw the driver from service for safety reasons.	
081	Directive 2007/59/EC	Annex II - Medical Requirements	3.2 Periodic Examination -	If the driver complies with the criteria required for the examination which is carried out before appointment, the periodic examination must include as a minimum: a general medical examination	

APN	Basis			Assessment Criteria	Applicant Submission Comment
			Minimum content		
082	Directive 2007/59/EC	Annex II - Medical Requirements	3.2 Periodic Examination - Minimum content	an examination of sensory functions (vision, hearing, colour perception)	
083	Directive 2007/59/EC	Annex II - Medical Requirements	3.2 Periodic Examination - Minimum content	blood or urine tests to detect diabetes mellitus and other condition as indicated by the clinical examination	
084	Directive 2007/59/EC	Annex II - Medical Requirements	3.2 Periodic Examination - Minimum content	tests for drugs where clinically indicated.	
085	Directive 2007/59/EC	Annex II - Medical Requirements	3.2 Periodic Examination - Minimum content	In addition, an ECG at rest is also required from train drivers over 40 years of age.	
086	Directive 2007/59/EC	Annex III - Training method		There must be a good balance between theoretical training (classroom and demonstration) and practical training (on the job experience, driving with supervision and driving without supervision on tracks that are closed off for training purposes)	
087	Directive 2007/59/EC	Annex III - Training method		Computer aided training must be accepted for individual learning of the operational rules, signalling situations, etc.	
088	Directive 2007/59/EC	Annex III - Training method		The use of simulators, although not obligatory, may be useful for the effective training of drivers; they are particularly useful for training in abnormal working conditions or for rules infrequently applied. They have a particular advantage in their ability to provide learning-by-doing capability for events that cannot be trained in the real world. In principle, simulators of the latest generation must be used.	

APN	Basis		Assessment Criteria	Applicant Submission Comment	
089	Directive 2007/59/EC	Annex III - Training method		Concerning the acquisition of route knowledge, the approach to be favoured must be where the train driver accompanies another driver for an appropriate number of journeys along the route, in daylight as well as at night. Videos of the routes as seen from the drivers' cab may be used, among other methods, as an alternative training method.	
090	Directive 2007/59/EC	Annex IV - General professional knowledge and requirements regarding the licence	General	The general training has the following objectives: acquiring the knowledge and procedures regarding of railway technologies, including safety principles and the philosophy behind operational regulations,	
091	Directive 2007/59/EC	Annex IV	General	acquiring knowledge and procedures regarding the risks related to railway operation and the various means to be used to combat them,	
092	Directive 2007/59/EC	Annex IV	General	acquiring knowledge and procedures regarding the principles guiding one or more railway operating modes	
093	Directive 2007/59/EC	Annex IV	General	acquiring knowledge and procedures regarding trains, their composition and technical requirements on traction units, wagons, coaches and other rolling stock	
094	Directive 2007/59/EC	Annex IV	General	In particular, drivers must be able to: understand the specific requirements for working in the profession of driver, its importance, and the professional and personal demands (long periods of work, being away from home, etc.)	
095	Directive 2007/59/EC	Annex IV	General	apply staff safety rules	
096	Directive 2007/59/EC	Annex IV	General	identify rolling stock	
097	Directive 2007/59/EC	Annex IV	General	know and apply a working method in a precise manner	
098	Directive 2007/59/EC	Annex IV	General	identify the reference and applications documents (manual of procedures and manual of lines as defined in the 'Operations TSI, drivers manual, breakdown manual etc.)	

APN	Basis			Assessment Criteria	Applicant Submission Comment
099	Directive 2007/59/EC	Annex IV	General	learn behaviours which are compatible with safety critical responsibilities	
100	Directive 2007/59/EC	Annex IV	General	identify the procedures applicable to accidents involving persons	
101	Directive 2007/59/EC	Annex IV	General	distinguish the hazards involved in railway operations in general	
102	Directive 2007/59/EC	Annex IV	General	know the principles governing traffic safety	
103	Directive 2007/59/EC	Annex IV	General	apply the basic principles of electrotechnology	
104	Directive 2007/59/EC	Annex V - point 1	Pre-Departure tests and checks	Drivers must be able to: collect the documentation and the necessary equipment	
105	Directive 2007/59/EC	Annex V - point 1	Pre-Departure tests and checks	check the capacities of the traction unit	
106	Directive 2007/59/EC	Annex V - point 1	Pre-Departure tests and checks	check the information entered in the document on board the traction unit	
107	Directive 2007/59/EC	Annex V - point 1	Pre-Departure tests and checks	ensure, by performing the checks and tests specified, that the traction unit is capable of providing the required traction power, and that the safety equipment is operating	
108	Directive 2007/59/EC	Annex V - point 1	Pre-Departure tests and checks	checking the availability and functionality of the prescribed protection and safety equipment at the handover of a locomotive or at the start of a trip	
109	Directive 2007/59/EC	Annex V - point 1	Pre-Departure tests and checks	perform any routine preventive maintenance operations	
110	Directive 2007/59/EC	Annex V - point 2	Knowledge of Rolling Stock	To operate a locomotive, drivers must be familiar with all the controls and indicators placed at their disposal, in particular those concerning: traction, braking, traffic safety-related elements	

APN	Basis			Assessment Criteria	Applicant Submission Comment
111	Directive 2007/59/EC	Annex V - point 2	Knowledge of Rolling Stock	In order to detect and locate anomalies in the rolling stock, report them and determine what is required to repair them, and in certain cases, to take action, drivers must be familiar with: mechanical structures	
112	Directive 2007/59/EC	Annex V - point 2	Knowledge of Rolling Stock	suspension and attached equipment	
113	Directive 2007/59/EC	Annex V - point 2	Knowledge of Rolling Stock	running gear	
114	Directive 2007/59/EC	Annex V - point 2	Knowledge of Rolling Stock	safety equipment	
115	Directive 2007/59/EC	Annex V - point 2	Knowledge of Rolling Stock	fuel tanks, fuel supply system, exhaust equipment	
116	Directive 2007/59/EC	Annex V - point 2	Knowledge of Rolling Stock	the meaning of markings on the inside and the outside of the rolling stock, in particular the symbols used for the transportation of dangerous goods	
117	Directive 2007/59/EC	Annex V - point 2	Knowledge of Rolling Stock	trip registration systems	
118	Directive 2007/59/EC	Annex V - point 2	Knowledge of Rolling Stock	electrical and pneumatic systems	
119	Directive 2007/59/EC	Annex V - point 2	Knowledge of Rolling Stock	collection of current and high voltage systems	
120	Directive 2007/59/EC	Annex V - point 2	Knowledge of Rolling Stock	communication equipment (ground-to-train radio etc)	
121	Directive 2007/59/EC	Annex V - point 2	Knowledge of Rolling Stock	arrangement of trips	
122	Directive 2007/59/EC	Annex V - point 2	Knowledge of Rolling Stock	the constituent parts of the rolling stock, their purpose, and the devices specific to the hauled stocks, in particular the system of stopping the train by venting the brake pipe	
123	Directive 2007/59/EC	Annex V - point 2	Knowledge of Rolling Stock	braking system	

APN	Basis			Assessment Criteria	Applicant Submission Comment
124	Directive 2007/59/EC	Annex V - point 2	Knowledge of Rolling Stock	the parts specific to traction units	
125	Directive 2007/59/EC	Annex V - point 2	Knowledge of Rolling Stock	traction chain, motors and transmission	
126	Directive 2007/59/EC	Annex V - point 3	Brake testing	Drivers must be able to:  check and calculate, before departure, that the train's braking power corresponds to the braking power required for the line, as specified in the vehicle documents.	
127	Directive 2007/59/EC	Annex V - point 3	Brake testing	check the functioning of the various components of the braking system of the traction unit and of the train, as appropriate, before departure, at start up and during running	
128	Directive 2007/59/EC	Annex V - point 4	Operating	Drivers must be able to:  take note of information given to them before departure	
129	Directive 2007/59/EC	Annex V - point 4	Operating	determine the type of running and the limit speed of the train on the basis of variables such as speed limits, weather conditions or any signalling changes	
130	Directive 2007/59/EC	Annex V - point 5	Driving	Drivers must be able to:  use all available control systems in accordance with the applicable rules	
131	Directive 2007/59/EC	Annex V - point 5	Driving	start the train taking account of adhesion and power constraints	
132	Directive 2007/59/EC	Annex V - point 5	Driving	apply the brakes for decelerations and stops, taking account of the rolling stock and installations	
133	Directive 2007/59/EC	Annex V - point 6	Anomalies	Drivers must:  be able to be attentive to unusual occurrences concerning the behaviour of the train	
134	Directive 2007/59/EC	Annex V - point 6	Anomalies	be able to inspect the train and identify signs of anomalies, distinguish between them, react according to their relative importance and try to remedy them, always giving priority to the safety of rail traffic and persons	



APN	Basis			Assessment Criteria	Applicant Submission Comment
135	Directive 2007/59/EC	Annex V - point 6	Anomalies	know the available means of protection and communication	
136	Directive 2007/59/EC	Annex V - point 7	Incidents	Drivers must:  be able to take steps to protect the train and summon assistance in the event of an accident involving persons on board the train	
137	Directive 2007/59/EC	Annex V - point 7	Incidents	be able to determine if the train is transporting dangerous goods and identify them on the basis of train documents and wagon lists	
138	Directive 2007/59/EC	Annex V - point 7	Incidents	know the procedures relating to the evacuation of a train in case of emergency	
139	Directive 2007/59/EC	Annex V - point 8	Post incident	After an incident, drivers must be able to assess whether the vehicle can continue to run and under what conditions, so as to inform the infrastructure manager of those conditions as soon as possible	
140	Directive 2007/59/EC	Annex V - point 8	Post incident	Drivers must be able to determine if an expert evaluation is necessary before the train can continue	
141	Directive 2007/59/EC	Annex V - point 9	Immobilisation	Drivers must be able to take measures to ensure that the train, or parts thereof, does not start up or move unexpectedly, even in the most difficult conditions	
142	Directive 2007/59/EC	Annex V - point 9	Immobilisation	Drivers must have knowledge about measures which can stop a train or parts thereof in case it has started to move unexpectedly	
143	Directive 2007/59/EC	Annex VI - point 1	Brakes	Drivers must be able to check and calculate, before departure, that the train's braking power corresponds to the braking power required for the line, as specified in the vehicle documents	
144	Directive 2007/59/EC	Annex VI - point 2	Operation	Drivers must be able to:  take note of information given to them, such as the speed limits or any signalling changes	
145	Directive 2007/59/EC	Annex VI - point 2	Operation	determine the type of running and the speed limit of the train on the basis of the characteristics of the line	
	Directive 2007/59/EC	Annex VI - point 3	Line knowledge	Drivers must be able to anticipate problems and react appropriately in terms of safety and other performances, such as punctuality and economic aspects. They must therefore have a thorough knowledge of the railway	

APN	Basis			Assessment Criteria	Applicant Submission Comment
				lines and installations on their route and of any alternative routes agreed on.  The following aspects are important:	
146	Directive 2007/59/EC	Annex VI - point 3	Line knowledge	operational conditions (changes of track, one way running etc)	
147	Directive 2007/59/EC	Annex VI - point 3	Line knowledge	perform a route check and consult the relevant documents	
148	Directive 2007/59/EC	Annex VI - point 3	Line knowledge	identification of tracks that can be used for a given type of running	
149	Directive 2007/59/EC	Annex VI - point 3	Line knowledge	the applicable traffic rules and the meaning of the signalling system	
150	Directive 2007/59/EC	Annex VI - point 3	Line knowledge	the operations regime	
151	Directive 2007/59/EC	Annex VI - point 3	Line knowledge	the block system and associated regulations	
152	Directive 2007/59/EC	Annex VI - point 3	Line knowledge	station names and the position, the distance sighting of stations and signal boxes to adapt driving accordingly	
153	Directive 2007/59/EC	Annex VI - point 3	Line knowledge	transition signalling between different operating or power supply systems	
154	Directive 2007/59/EC	Annex VI - point 3	Line knowledge	speed limits for the different train categories driven	
155	Directive 2007/59/EC	Annex VI - point 3	Line knowledge	topographical profiles	
156	Directive 2007/59/EC	Annex VI - point 3	Line knowledge	particular braking conditions, for example on lines with a steep downward gradient	
157	Directive 2007/59/EC	Annex VI - point 3	Line knowledge	particular operating features; special signals, signs, departure conditions etc	

APN	Basis			Assessment Criteria	Applicant Submission Comment
158	Directive 2007/59/EC	Annex VI - point 4	Safety Regulations	Drivers must be able to:  start the trains only when all prescribed conditions are fulfilled (timetable, start order or signal, operation of signals if required, etc)	
159	Directive 2007/59/EC	Annex VI - point 4	Safety Regulations	observe trackside and in-cab signals, interpret them immediately and without error, and act as specified	
160	Directive 2007/59/EC	Annex VI - point 4	Safety Regulations	run the train safely according to the specific modes of operation; apply special modes if instructed, temporary speed restrictions, running in opposite direction, permission to pass signals at danger, switching operations, turns, running through construction sites etc	
161	Directive 2007/59/EC	Annex VI - point 4	Safety Regulations	respect scheduled or supplementary stops, and if necessary perform supplementary operations for passengers during these stops, notably opening and closing doors	
162	Directive 2007/59/EC	Annex VI - point 5	Driving	Drivers must be able to:  know the train's position on the line at all times	
163	Directive 2007/59/EC	Annex VI - point 5	Driving	apply the brakes for decelerations and stops, taking account of the rolling stock and installations	
164	Directive 2007/59/EC	Annex VI - point 5	Driving	adjust the running of the train in accordance with the timetable and any orders given on saving energy, taking account of the characteristics of the traction unit, the train, the line and the environment	
165	Directive 2007/59/EC	Annex VI - point 6	Anomalies	Drivers must be able to:  be attentive, insofar as train operating permits, to unusual occurrences concerning the infrastructure and the environment: signals, tracks, energy supply, level crossings, track surrounding, other traffic	
166	Directive 2007/59/EC	Annex VI - point 6	Anomalies	know particular distances to clear obstacles	
167	Directive 2007/59/EC	Annex VI - point 6	Anomalies	inform the infrastructure manager as soon as possible of the place and nature of anomalies observed, making sure that the information has been understood	

APN	Basis			Assessment Criteria	Applicant Submission Comment
168	Directive 2007/59/EC	Annex VI - point 6	Anomalies	taking into account the infrastructure, ensure or take measures to ensure the safety of traffic and persons, whenever necessary	
169	Directive 2007/59/EC	Annex VI - point 7	Incidents	Drivers must be able to:  take steps to protect the train and summon assistance in the event of an accident involving persons	
170	Directive 2007/59/EC	Annex VI - point 7	Incidents	determine whether to stop the train in the event of a fire and facilitate the evacuation of passengers if necessary	
171	Directive 2007/59/EC	Annex VI - point 7	Incidents	provide useful information on the fire as soon as possible if the fire cannot be brought under control by the driver acting alone	
172	Directive 2007/59/EC	Annex VI - point 7	Incidents	inform the infrastructure manager as soon as possible,	
173	Directive 2007/59/EC	Annex VI - point 7	Incidents	assess whether the infrastructure allows the vehicle to continue to run and under which conditions	
174	Directive 2007/59/EC	Annex VI - point 8	Language tests	Drivers who have to communicate with the infrastructure manager on critical safety issues must have language skills in the language indicated by the infrastructure manager concerned. Their language skills must be such that they can communicate actively and effectively in routing, adverse and emergency situations.	
175	Directive 2007/59/EC	Annex VI - point 8	Language tests	They must be able to use the messages and communication method specified in the 'Operations' TSI.	
176	Directive 2007/59/EC	Annex VI - point 8	Language tests	Drivers must be able to communicate according to level 3 of the table in Annex VI (8) of 2007/59/EC.	
177	EU/2015/995 – OPS TSI	4.6.2	Language competence	The requirements of 4.6.2 of the Operations TSI must be met	
178	EU/2015/995 – OPS TSI	4.7.2.1.2	Psychological Examination	<b>APN 076</b> must be supplemented by 4.7.2.1.2 of EU/2015/995 (“Psychological assessment”).	
179	EU/2015/995 – OPS TSI	App G	Preparing trains	The requirements of Appendix G of the Operations TSI must be met	

APN	Basis		Assessment Criteria	Applicant Submission Comment	
180	<b>Commission Recommendation 2011/766/EU</b>  POINT 59	POINT 59	Transparent evaluation rules	The evaluation and scoring principles and the type of results should be made available before the examinations.	
181	<b>Commission Recommendation 2011/766/EU</b>  POINT 60	POINT 60	Transparent evaluation rules	Drivers or candidate drivers should be allowed to view the evaluation of examination results and to request a review in case of a reasoned negative opinion regarding the examinations they took.	

## Appendix II: Application for Recognition as a Training Centre

### Application for Recognition as Training Centre

to the CRR

We are applying for Recognition as a Training Centre within the EU in conformity with Directive 2007/59/EC, 2011/765/EU, 2011/766/EU and applicable national legislation and guidance. Please find below details on our intended scope of competence, related declarations and legally binding signatures. Further documentary evidence is attached to this application as required.

(All green cells must be filled.)

#### 1. TRAINING CENTRE Details

1.1	National Training Centre Number (if previously assigned):	
1.2	Company Logo, if required (as to appear on RSC Statement of Recognition):	
1.3	Training Centre Name:	
1.4	Principal place of operation of Training Centre (address):	
1.5	Further places of operation of Training Centre (address):	
1.6	Legal Denomination/ Legal Entity:	
1.7	National Registration Number/ VAT No:	
1.8	Contact Information (2011/766/EU:16e)	
1.9	This Training Centre is part of an RU in relation to 2007/59/EC, Art.19 (4)) (give RU)	
1.10	TC can conduct training using following languages	

#### 2. Previous Recognition/ Accreditation under 2007/59/EC in any other Member State of the EU

2.1	Competent Organisation:		2.2	Member State:	
2.3	Address:		2.4	Nat. TC-Number:	

(Section to be copied appropriately for each other Member State. Provide a copy of the related Recognition in Attachment A2.)

#### 3. INFORMATION RELATING TO THIS APPLICATION FOR RECOGNITION

3.1	(indicate by [x]) This is a		3.2	Identification Number and Validity of the previous recognition:
	- new recognition			No. / validity
	- renewed recognition			
	- updated/amended recognition			

3.3	Area(s) of Training Competence claimed: (indicate by [x])
	1- General professional knowledge in acc. with 2007/59/EC, Annex IV (provide details in Attachment A1)
	2- Specific professional knowledge on rolling stock in acc. with 2007/59/EC, An. V 2.a) Details on each type of train and associated operational rules to be covered by training (provide details in Attachment A1) 2.b) Details on each type of rolling stock and associated operational rules to be covered by training (provide details in Attachment A1)
	3- Specific professional knowledge of infrastructure in acc. with 2007/59/EC, Annex VI, 1-7 3.a) Details on each area of infrastructure and associated operational rules to be covered by training (provide details in Attachment A1)
	4.1- General linguistic knowledge in acc. with 2007/59/EC, Annex VI, 8 4.1.a) Details on each language to be trained and associated Certificates in accordance with 2011/766/EU:47 (provide details in Attachment A1)
	4.2- Specific linguistic knowledge – specific communication and terminology for rail operations and safety procedures in acc. with 2007/59/EC, Annex VI, 8 4.2.a) Details on specific communication and terminology for rail operations and safety procedures to be offered for training (in each case in combination with language(s) and in combination with associated area of infrastructure) (provide details in Attachment A1)
	5- Other Competence 5.a) Description of details to be given (provide details in Attachment A1)

#### 4. DECLARATIONS

We understand that the following declarations cover a number of requirements, to which our Independence, Impartiality and Competence must comply. By providing the signature(s) in clause 6 below, we are declaring that we support these declarations. (The term “training” includes also Lead Driver activities.)

##### 4.1 Declarations on General Duties:

- 4.1.1 Where Requirements on Independence, Impartiality and Competence for one or more competence area specified on the Statement of Recognition are no longer fulfilled, we will immediately cease to provide training activities in those areas of competence and inform the CRR in writing. (2011/766/EC:ch13)
- 4.1.2 In order to keep the register of TCs up-to-date, we will inform the CRR on any change concerning data published about us in this register. (2011/766/EC:17+ 2007/59/EC Art20(3))

##### 4.2 Declarations on Independence and Impartiality

- 4.2.1 When acting as TC we will deliver training in an impartial and non-discriminatory manner regarding all participants. (2011/765/EC:3+ 2004/49/EC Art13)
- 4.2.2 In particular where this TC provides training to persons employed by the company owning this TC as well as to other persons, the training will be performed independently from the interests of the company owning this TC and will be impartial for all participants. (2011/765/EC Art3)
- 4.2.3 This TC will apply the same rules to persons employed by the company owning this TC and to other persons. (2011/765/EC Art3)
- 4.2.4 Our work organisation and management will be organised and structured to prevent any conflict of interest. (2011/765/EC Art5(3))
- 4.2.5 We will not hinder drivers and the RUs and IMs employing them having fair and non-discriminatory access to our training facilities, whenever such training is necessary for the fulfilment of requirements to obtain safety certification. The services offered will include training on necessary route knowledge, operating rules and procedures, signalling and control command systems and emergency procedures applied on the routes operated. (2004/49/EC Art 13)
- 4.2.6 Our training services will be made available to other RUs at a reasonable and non-discriminatory price, which is cost-related and may include a profit margin. (2004/49/EC Art 13)
- 4.2.7 Each participant of a Training Course will be issued a Training Certificate to document the content of training, date(s) and duration (2004/49/EC Art 13.3).

### 4.3 Declarations on Competency

- 4.3.1 We will only perform and issue documentation on such training activities which are covered within our competency scope of Recognition as TC.
- 4.3.2 Any content of training and any changes to this training content will be co-ordinated and agreed with a RU (or IM) in the case of training on its rolling stock and related operating procedures and with an IM in the case of training on its infrastructure and related operating procedures. We will retain a library of training courses, their content and for each of them the written endorsement from any RU or IM relating to that content.
- 4.3.3 We will ensure that our activities and the content of any training delivered complies with 2007/59/EC, its amendments and associated documents. We will ensure that our examinations comply with 2004/49/EC (and its amendments) as well as all applicable TSIs and National Rules and any other applicable European and Irish regulatory provisions. (2011/766/EU:29 in combination with 2011/765/EU:8(3c), 2004/49/EC Art13).
- 4.3.4 We will ensure that the provision of our services meet the safety requirements laid down in TSIs or national rules (NSRs and NTRs). (2004/49/EC Art13)

### 4.4 Declarations relating to tasks delegated from the CRR to the TC

- 4.4.1 We understand that the CRR will delegate to this Training Centre the tasks relating to 2007/59/EC Art.19 (1)(d- in connection with 23(5+6)) and (e- in connection with 20(3) and 23(5+6)). When performing these tasks, the Training Centre will comply with all obligations imposed on competent authorities by 2007/59/EC, 2011/765/EU and 2011/766/EU.
- 4.4.2 We understand that if this Training Centre is part of a RU, it will not enjoy exclusivity in the State for any of the delegated tasks (relating to 2007/59/EC, Art.19 (4)(b)).

## 5. ATTACHMENTS

This Application includes Attachments giving evidence of the fulfilment of the requirements laid down in 2007/59/EC, 2011/765/EU and 2011/766/EC.

No	Content
<b>A1</b>	Evidence on Area(s) of Training Competence claimed
<b>A2</b>	Copy of previous Recognition/Accreditation in any other MS under 2007/59/EC
<b>A3</b>	Documentary evidence on compliance with the requirements for TCs according to 2007/59/EC, 2011/765/EC and 2011/766/EC as contained in CRR-CL-006
<b>A4</b>	Records on training activities of this TC according to 2011/766/EC:14

## 6. Signatures

6.1	Date	Name (printed)/ Position	Signature
	<b>dd.mm.yyyy</b>		
	<b>dd.mm.yyyy</b>		



## Appendix III: Application for Recognition as an Examination Centre

### Application for Recognition as Examination Centre to the CRR

We are applying for Recognition as an Examination Centre within the EU in conformity with Directive 2007/59/EC, 2011/765/EU, 2011/766/EU and applicable national legislation and guidance. Please find below details on our intended scope of competence, related declarations and legally binding signatures. Further documentary evidence is attached to this application as required.

(All green cells must be filled.)

#### 1. Examination Centre Details

1.1	National Examination Centre Number (if previously assigned):	
1.2	Company Logo, if required (as to appear on CRR Statement of Recognition):	
1.3	Examination Centre Name:	
1.4	Principal place of operation of Examination Centre (address):	
1.5	Further places of operation of Examination Centre (address):	
1.6	Legal Denomination/ Legal Entity:	
1.7	National Registration Number/ VAT No:	
1.8	Contact Information (2011/766/EU:16e)	
1.9	This Examination Centre is part of an RU in relation to 2007/59/EC, Art.19 (4)) (give RU)	
1.10	EC can conduct examinations using following languages	

#### 2. Previous Recognition/ Accreditation under 2007/59/EC in any other Member State of the EU

2.1	Competent Organisation:		2.2	Member State:	
2.3	Address:		2.4	Nat. EC-Number:	

(Section to be copied appropriately if recognised/accredited in more than one other Member State. Provide a copy of the related Recognition as Attachment A2.)

#### 3. INFORMATION RELATING TO THIS APPLICATION FOR RECOGNITION

3.1	(indicate by [x]) This is a		3.2	Identification Number and Validity of the previous recognition:
	- new recognition			No. / validity
	- renewed recognition			
	- updated/amended recognition			
3.3	Area(s) of Examination Competence claimed: (indicate by [x])			

	1- General professional knowledge in acc. with 2007/59/EC, Annex IV (provide details in Attachment A1)
	2- Specific professional knowledge on rolling stock in acc. with 2007/59/EC, An. V 2.a) Details on each type of train and associated operational rules to be covered by examinations (provide details in Attachment A1) 2.b) Details on each type of rolling stock and associated operational rules to be covered by examinations (provide details in Attachment A1)
	3- Specific professional knowledge of infrastructure in acc. with 2007/59/EC, Annex VI, 1-7 3.a) Details on each area of infrastructure and associated operational rules to be covered by examinations (provide details in Attachment A1)
	4.1- General linguistic knowledge in acc. with 2007/59/EC, Annex VI, 8 4.1.a) Details on each language to be examined and associated Certificates in accordance with 2011/766/EU:47 (provide details in Attachment A1)
	4.2- Specific linguistic knowledge – specific communication and terminology for rail operations and safety procedures in acc. with 2007/59/EC, Annex VI, 8 4.2.a) Details on specific communication and terminology for rail operations and safety procedures to be examined (in each case in combination with language(s) and in combination with associated area of infrastructure) (provide details in Attachment A1)
	5- Other Competence 5.a) Description of details to be given (provide details in Attachment A1)
	M1- Medical Examinations for train drivers (provide details in Attachment A1)
	M2- Psychological Examinations for train drivers (provide details in Attachment A1)

#### 4. DECLARATIONS

We understand that the following declarations cover a number of requirements, to which our Independence, Impartiality and Competence must comply. By providing the signature(s) in clause 6 below, we are declaring that we support these declarations.

##### 4.1 Declarations on General Duties:

- 4.1.3 Where Requirements on Independence, Impartiality and Competence for one or more competence area specified on the Statement of Recognition as Examination Centre are no longer fulfilled, we will immediately cease to provide examination activities in those areas of competence and inform the CRR in writing. (2011/766/EC:50+35)
- 4.1.4 In order to keep the register of ECs up-to-date, we will inform the CRR on any change concerning data published about us in this register. (2011/766/EC:50+39 + 2007/59/EC Art20(3))

##### 4.2 Declarations on Independence and Impartiality

- 4.2.8 When acting as EC we will only conduct examinations when we can ensure that these can be performed in an impartial and non-discriminatory manner, free of any pressure and incentive which could affect the judgement or the results of the examination and the way the examination is carried out. (2011/765/EC:7)
- 4.2.9 We will ensure that examinations are performed in a transparent manner and have adequate duration in order to demonstrate with sufficient documented evidence that all relevant subjects of the Annexes to Directive 2007/59/EC are covered. (2011/765/EU:9c)
- 4.2.10 We will ensure that in cases where the examiner participating in the examination provided the training on the subject of examination to the train driver or candidate train driver, a second examiner, who was not involved in preparation training, will conduct the examination (2011/765/EU:9d)
- 4.2.11 We will ensure that any examination is prepared with particular care in regard to the confidentiality of the questions foreseen during the examination. (2011/765/EU:9e)
- 4.2.12 We will not hinder drivers and the RUs and IMs employing them having fair and non-discriminatory access to our services, whenever such examination is necessary for the fulfilment of requirements to obtain safety certification. The services offered will include examination on

- necessary route knowledge, operating rules and procedures, signalling and control command systems and emergency procedures applied on the routes operated. (2004/49/EC Art 13.1+13.2)
- 4.2.13 Each participant of an examination will be issued an Examination Certificate to document the content of examination, date(s) and duration (2004/49/EC Art 13.3).
- 4.2.14 We will ensure that evaluation and scoring principles and the type of results are available before an examination. (2011/766/EU:59)
- 4.2.15 We will ensure that Drivers or candidate drivers are allowed to view the evaluation of examination results and to request a review in case of a reasoned negative opinion regarding the examinations they took. (2011/766/EU:60)
- 4.2.16 Our services will be made available to other RUs at a reasonable and non-discriminatory price, which is cost-related and may include a profit margin. (2004/49/EC Art 13)

### 4.3 Declarations on Competency

- 4.3.5 We will only perform and issue documentation on such examination activities which are covered within our competency scope of Recognition as EC.
- 4.3.6 Any content of examination and any changes to this examination content will be co-ordinated and agreed with a RU (or IM) in the case of examinations relating to its rolling stock and associated operating procedures and with an IM in the case of examinations relating to its infrastructure and associated operating procedures. We will retain a library of types of examinations, their content and for each of them the written endorsement from any RU or IM relating to that content.
- 4.3.7 We will ensure that our activities and the content of any examination complies with 2007/59/EC, its amendments and associated documents. We will ensure that our examinations comply with 2004/49/EC (and its amendments) as well as all applicable TSIs and National Rules and any other applicable European and Irish regulatory provisions. (2011/766/EU:50+29 in combination with 2011/765/EU:8(3c), 2004/49/EC Art13).
- 4.3.8 We will ensure that all Examiners that we recognise or manage will satisfy the competency requirements of 2007/59/EC, 2011/765/EU and 2011/766/EU. (2011/766/EU:53)
- 4.3.9 We will ensure that the provision of our services meets the safety requirements laid down in TSIs or national rules (NSRs and NTRs). (2004/49/EC Art13)

### 4.4 Declarations relating to tasks delegated from the CRR to the EC

- 4.4.3 We understand that the CRR will delegate to this Examination Centre the tasks relating to 2007/59/EC Art.19 (1)(d- in connection with 23(5+6)) and (e- in connection with 20(3) and 23(5+6)). When performing these tasks, the Examination Centre will comply with all obligations imposed on competent authorities by 2007/59/EC, 2011/765/EU and 2011/766/EU.
- 4.4.4 We understand that if this Examination Centre is part of a RU, it will not enjoy exclusivity in the State for any of the delegated tasks (relating to 2007/59/EC, Art.19 (4)(b)).

## 5. ATTACHMENTS

This Application includes Attachments giving evidence of the fulfilment of the requirements laid down in 2007/59/EC, 2011/765/EU and 2011/766/EC. (2011/766/EC:4)

No	Content
<b>A1</b>	Evidence on Area(s) of Examination Competence claimed
<b>A2</b>	Copy of previous Recognition/Accreditation in any other MS under 2007/59/EC
<b>A3</b>	Documentary evidence on compliance with the requirements for ECs according to 2007/59/EC, 2011/765/EC and 2011/766/EC as contained in CRR-CL-006
<b>A4</b>	Records on examination activities of this EC according to 2011/766/EC:50+36

## 6. Signatures

6.1	Date	Name (printed)/ Position	Signature
	<b>dd.mm.yyyy</b>		
	<b>dd.mm.yyyy</b>		

## Appendix IV: Application for Recognition as a Trainer

# Application for Recognition as Trainer

to a Training Centre recognised by the CRR

I am applying for Recognition as a Trainer in conformity with Directive 2007/59/EC, 2011/765/EU, 2011/766/EU and applicable national legislation and guidance. Please find below details on my intended scope of competence, related declarations and my legally binding signature. Further documentary evidence is attached to this application as required.

(All green cells must be filled.)

### 1. TRAINER Details

1.1	National Trainer ID-Number (if previously assigned):	IE-TL-(IE-TC-???)-????
1.2	Title/ First Name(s)/ Surname	
1.3	Date of birth	
1.4	Principal place of operation of Trainer (address):	
1.5	Contact Information	
1.6	Person can conduct Trainer activities using following languages:	

### 2. INFORMATION RELATING TO THIS APPLICATION FOR RECOGNITION

2.1	(indicate by [x]) This is a		2.2	Identification Number and Validity of the previous recognition:
	- new recognition			
	- renewed recognition			
	- updated/amended recognition			
2.3	Area(s) of Trainer Competence claimed: (indicate by [x])			
	1- General professional knowledge in acc. with 2007/59/EC, Annex IV (provide details in Attachment A1)			
	2- Specific professional knowledge on rolling stock in acc. with 2007/59/EC, An. V 2.a) Details on each type of train and associated operational rules to be covered by Trainer (provide details in Attachment A1) 2.b) Details on each type of rolling stock and associated operational rules to be covered by Trainer (provide details in Attachment A1)			
	3- Specific professional knowledge of infrastructure in acc. with 2007/59/EC, Annex VI, 1-7 3.a) Details on each area of infrastructure and associated operational rules to be covered by Trainer (provide details in Attachment A1)			
	4.1- General linguistic knowledge in acc. with 2007/59/EC, Annex VI, 8 4.1.a) Details on each language to be trained and associated Certificates in accordance with 2011/766/EU:47 (provide details in Attachment A1)			
	4.2- Specific linguistic knowledge – specific communication and terminology for rail operations and safety procedures in acc. with 2007/59/EC, Annex VI, 8			

	4.2.a) Details on specific communication and terminology for rail operations and safety procedures to be offered for training (in each case in combination with language(s) and in combination with associated area of infrastructure) (provide details in Attachment A1)
	5- Other Competence 5.a) Description of details to be given (provide details in Attachment A1)

### 3. DECLARATIONS

I understand that the following declarations cover a number of requirements, to which my Independence, Impartiality and Competence must comply. By providing my signature in clause 5 below, I am declaring that I have read and understood these declarations.

#### 3.1 Declarations on General Duties:

- 3.1.1 Where Requirements on Independence, Impartiality and Competence for one or more competence area specified on the Statement of Recognition as Trainer are no longer fulfilled, I will immediately cease to provide training activities in those areas of competence and inform the Training Centre in writing. (2011/766/EC:ch13)
- 3.1.2 In order to keep the register of Trainers up-to-date, I will immediately inform the Training Centre on any change concerning data published about me in this register. (2011/766/EC:17+2007/59/EC Art20(3))

#### 3.2 Declarations on Independence and Impartiality

- 3.2.1 When acting as Trainer I will deliver training activities in an impartial and non-discriminatory manner regarding all participants, in particular to participants employed by other companies than the company owning the TC. (2011/765/EC:3+ 2004/49/EC Art13)
- 3.2.2 I will not hinder all drivers and the RUs and IMs employing them having fair and non-discriminatory access to my services, whenever such examination is necessary for the fulfilment of requirements to obtain safety certification. (2004/49/EC Art 13.1+13.2)
- 3.2.3 Each participant of a Training Course will be issued a Training Certificate to document the content of training, date(s) and duration (2004/49/EC Art 13.3).

#### 3.3 Declarations on Competency

- 3.3.1 I will only perform and issue documentation on such training activities which are covered within my competency scope of Recognition as Trainer.
- 3.3.2 I will ensure that my activities and the content of any training activities delivered complies with 2007/59/EC, its amendments and associated documents. Further I will ensure that my activities comply with 2004/49/EC (and its amendments) as well as all applicable TSIs and National Rules and any other applicable European and Irish regulatory provisions. (2011/766/EU:29 in combination with 2011/765/EU:8(3c), 2004/49/EC Art13).
- 3.3.3 Any content of training activities and any changes to this will be co-ordinated and agreed with the TC for which I perform these activities.
- 3.3.4 I will ensure that the provision of my services meets the safety requirements laid down in TSIs or national rules (NSRs and NTRs). (2004/49/EC Art13)

#### 3.4 Declarations relating to tasks delegated from the CRR to the TC

- 3.4.1 I understand that the CRR as 'competent authority' has delegated certain tasks in accordance with 2007/59/EC Art19 to such TCs which they have recognised. Any obligation, which I may have as Recognised Trainer towards the CRR, I shall therefore likewise have to the TC which has recognised me.

### 4 ATTACHMENTS

This Application includes Attachments giving evidence of the fulfilment of the requirements laid down in 2007/59/EC, 2011/765/EU and 2011/766/EC.

No	Content
A1	Evidence on Area(s) of Trainer Competence claimed

<b>A2</b>	Records of activities performed in accordance with 2011/766/EU: 14
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**5 Signature**

5.1	Date	Name (printed)	Signature of Trainer.
	<b>dd.mm.yyyy</b>		

If this application is to be submitted on behalf of the Trainer by its employer in analog form to 2011/766/EU:28, following information must be submitted in addition:

5.2	Employer Name:	
5.3	Employer Representative:	
5.4	Employer Address:	

## Appendix V: Application for Recognition as an Examiner

### Application for Recognition as Examiner

to an Examination Centre recognised by the CRR

I am applying for Recognition as an Examiner in conformity with Directive 2007/59/EC, 2011/765/EU, 2011/766/EU and applicable national legislation and guidance. Please find below details on my intended scope of examination competence, related declarations and my legally binding signature. Further documentary evidence is attached to this application as required.

(All green cells must be filled.)

#### 1 EXAMINER Details

1.1	National Examiner ID-Number (if previously assigned):	IE-EX-(IE-EC-???)-???
1.2	Title/ First Name(s)/ Surname	
1.3	Date of birth	
1.4	Principal place of operation of Examiner (address):	
1.5	Contact Information	
1.6	Examiner can conduct examinations using following languages:	

#### 2 INFORMATION RELATING TO THIS APPLICATION FOR RECOGNITION

2.1	(indicate by [x]) This is a		2.2	Identification Number and Validity of the previous recognition:
	- new recognition			
	- renewed recognition			
2.3	<b>In case of renewed recognition</b> , provide records of activities performed in accordance with 2011/766/EU:36 within Appendix A2.			
2.4	Area(s) of Examination Competence claimed: (indicate by [x])			
	1- General professional knowledge in acc. with 2007/59/EC, Annex IV (provide details in Attachment A1)			
	2- Specific professional knowledge on rolling stock in acc. with 2007/59/EC, An. V 2.a) Details on each type of train and associated operational rules to be covered by Examiner (provide details in Attachment A1) 2.b) Details on each type of rolling stock and associated operational rules to be covered by Examiner (provide details in Attachment A1)			
	3- Specific professional knowledge of infrastructure in acc. with 2007/59/EC, Annex VI, 1-7 3.a) Details on each area of infrastructure and associated operational rules to be covered by Examiner (provide details in Attachment A1)			
	4.1- General linguistic knowledge in acc. with 2007/59/EC, Annex VI, 8 4.1.a) Details on each language to be examined and associated Certificates in accordance with 2011/766/EU:47 (provide details in Attachment A1)			

	4.2- Specific linguistic knowledge – specific communication and terminology for rail operations and safety procedures in acc. with 2007/59/EC, Annex VI, 8 4.2.a) Details on specific communication and terminology for rail operations and safety procedures to be examined (in each case in combination with language(s) and in combination with associated area of infrastructure) (provide details in Attachment A1)
	5- Other Competence 5.a) Description of details to be given (provide details in Attachment A1)
	M1- Medical Examinations for train drivers (provide details in Attachment A1)
	M2- Psychological Examinations for train drivers (provide details in Attachment A1)

### 3 DECLARATIONS

I understand that the following declarations cover a number of requirements, to which my Independence, Impartiality and Competence must comply. By providing my signature in clause 5 below, I am declaring that I have read and understood these declarations.

#### 3.1 Declarations on General Duties:

- 3.1.1 Where Requirements on Independence, Impartiality and Competence for one or more Examination competence area specified on the Statement of Recognition as Examiner are no longer fulfilled, I will immediately cease to conduct examinations in those areas of competence and inform the Examination Centre that has recognised me in writing. (2011/766/EC:36+51)
- 3.1.2 In order to keep the register of Examiners up-to-date, I will immediately inform the Examination Centre on any change concerning data published about me in this register. (2011/766/EC:39)

#### 3.2 Declarations on Independence and Impartiality

- 3.2.1 When acting as Examiner I will only conduct examinations when I can ensure that these can be performed in an impartial and non-discriminatory manner, free of any pressure and incentive which could affect the judgement or the results of the examination and the way the examination is carried out. (2011/765/EC Art7)
- 3.2.2 I will perform examinations in a transparent manner and shall ensure adequate duration in order to demonstrate with sufficient documented evidence that all relevant subjects of the Annexes to Directive 2007/59/EC are covered. (2011/765/EU:9c)
- 3.2.3 I will not examine in cases where I provided any training on the subject of examination to the Candidate/ Train Driver to be examined. (2011/765/EU:9d)
- 3.2.4 I will prepare any examination with particular care in regard to the confidentiality of the questions foreseen during the examination. (2011/765/EU:9e)
- 3.2.5 I will not hinder drivers and the RUs and IMs employing them having fair and non-discriminatory access to my services, whenever such examination is necessary for the fulfilment of requirements to obtain safety certification. (2004/49/EC Art 13.1+13.2)
- 3.2.6 Each participant of an examination will be issued an Examination Certificate to document the content of examination, date(s) and duration (2004/49/EC Art 13.3).

#### 3.3 Declarations on Competency

- 3.3.1 I will only perform and issue documentation on the results of such examinations which are covered within my competency scope of Recognition as Examiner.
- 3.3.2 I will ensure that my activities and the content of examinations delivered complies with 2007/59/EC, its amendments and associated documents. Further I will ensure that my examinations comply with 2004/49/EC (and its amendments) as well as all applicable TSIs and National Rules and any other applicable European and Irish regulatory provisions. (2011/766/EU:29 in combination with 2011/765/EU:8(3c), 2004/49/EC Art13).
- 3.3.3 Any content of examinations and any changes to this will be co-ordinated and agreed with the EC for which I perform these activities.
- 3.3.4 I will ensure that the provision of my examination services meets the safety requirements laid down in TSIs or national rules (NSRs and NTRs). (2004/49/EC Art13)

#### 3.4 Declarations relating to tasks delegated from the CRR to the EC

- 3.4.1 I understand that the CRR as 'competent authority' has delegated certain tasks in accordance with 2007/59/EC Art19 and 2011/766/EU:51 to such ECs which they have recognised. Any



obligation, which I may have as Recognised Examiner towards the CRR, I shall therefore likewise have to the EC which has recognised me as Examiner.

#### 4. ATTACHMENTS

This Application includes Attachments giving evidence of the fulfilment of the requirements laid down in 2007/59/EC, 2011/765/EU and 2011/766/EC. (2011/766/EC:29)

No	Content
A1	Evidence on Area(s) of Examination Competence claimed
A2	Records of activities performed in accordance with 2011/766/EU:36

#### 5. Signature

5.1	Date	Name (printed)	Signature of Examiner
	dd.mm.yyyy		

If this application is to be submitted on behalf of the EXAMINER by its employer in accordance with 2011/766/EU:28, following information must be submitted in addition:

5.2	Employer Name:	
5.3	Employer Representative:	
5.4	Employer Address:	