



*a Genesee & Wyoming Company*

### **Further information on access to Pentalver terminals**

Applicants shall submit requests for access to [terminalenquiries@gwrr.co.uk](mailto:terminalenquiries@gwrr.co.uk)

Applications should as a minimum include the following information:

- Name of freight site(s).
- Commencement date
- Frequency of access
- Term of access
- Train service characteristics (in particular train length, wagon types, number of containers/volume of product)
- Path details (in particular, estimated arrival and departure times)
- Additional services requested (in particular number of container lifts, storage requirements, details of lorry movements)
- Ancillary services requested (in particular wagon or load inspections, fuelling, shunting)
- Dangers or environmental hazards associated with train service
- Any other relevant information

Self Supply - applicants can request permission to self supply some services. Any staff accessing the terminal will be required to be trained in safety and other terminal rules and these rules must be complied with at all times. Any non-compliance could result in permission to self supply being withdrawn.

### **PENTALVER RESPONSE**

Pentalver shall use reasonable endeavours to respond to Applicants within 10 working days in one of the following ways.

- a. Accept request.
- b. Accept request in part (giving reasons for partial acceptance).
- c. Request further information (along with reasons why this information is required).
- d. Refuse request (giving reasons for such refusal).
- e. Request further time to consider the request (giving reasons why further time is required and a revised timescale for response)

Requests for site visits or meetings to allow applications to be discussed or validated should be agreed in advance. Pentalver shall respond to any such request from an Applicant within 10 working days and offer a site visit or meeting within the following 10 working days during normal working hours. If the Pentalver is unable to facilitate a site visit or meeting within this timescale, we will explain the reasons.



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Applicants are responsible for reasonable exceptional costs incurred by Pentalver in evaluating access requests, and where possible such costs should be agreed in advance.

## **CO-ORDINATION OF REQUESTS**

If there is no capacity available at the times requested by the Applicant then Pentalver will work together with the Applicant and Network Rail as applicable to identify and agree possible solutions (including reasonable alternatives).

## **CHARGES**

Pentalver will provide a proposed charge within 10 working days of receipt of the Applicant's application. The charge shall be based on the reasonable costs of provision of the service (including a reasonable proportion of the long term costs of the facility) plus a reasonable rate of return. Pentalver will make clear whether or not a contribution to future renewal or investment costs is included within the charge.

Charges may be set on the basis of a national formula, individual facility arrangements or a combination of both.

## **SAFE SYSTEM OF WORK**

The Applicant will be required to agree and sign a copy of the Safe System of Work (SSOW) and will be responsible for ensuring that their staff are briefed or trained to ensure they are competent in advance of access being granted.

Where the acceptance of an application warrants a change to the SSOW, Pentalver (consulting any other relevant users of the site) shall work with the Applicant in a reasonable timescale to identify and agree appropriate revisions. Access will only be granted once all affected parties have agreed and signed an amended SSOW.

Pentalver commits to act in accordance with the RAIL FREIGHT INDUSTRY CODE OF PRACTICE as published on the ORR website:

[https://orr.gov.uk/data/assets/pdf\\_file/0015/6414/freight-access-code-of-practice.pdf](https://orr.gov.uk/data/assets/pdf_file/0015/6414/freight-access-code-of-practice.pdf)