

## Annex 10: Requirements on evaluation report for disruptions/simulations Update to be approved by High Level Group: RNE/RFC

Version	Approved by	Date of approval
1.0	RNE General Assembly	May 2021

The objective of the evaluation report is to understand, how the interruption / simulation was handled, identify the main problems and obstacles that were faced to identify the improvements for the future. The report serves mainly the internal RFC purposes, but shall also be shared with RNE, other IMs and RFCs, if interested.

### Content of report (grey parts only refer to simulation report)

#### 1. Aim and scope of the simulation

#### 2. Disruption's description

- a. Geographical scope and initiating IM
- b. Timeframe
- c. General situation on the network(s)
- d. Processes (or part of) to be simulated

#### 3. Evaluation of the incident management process covers following aspects:

- a. Communication to the RFC coordinator (RFC contact list)
- b. Coordination between RFC coordinator and initiating IM
- c. Agenda and documents preparation / provision
- d. Invitation to involved IMs/RFCs
- e. Telco(s)
  - i. Moderation
  - ii. Information
  - iii. Distribution of tasks
  - iv. Minutes and follow up
- f. Traffic management measures
- g. Mitigation measures
- h. Capacity coordination and allocation principles applicability (including cooperation with RUs)

#### 4. Evaluation of the communication process covers following aspects (if applicable, depending on RFC decision):

- a. Communication between TCC and communication department of initiating IM
- b. Coordination between RFC coordinator and communication department of initiating IM
- c. Agenda and documents preparation/provision
- d. Invitation to involved communication managers (IMs and RFCs)
- e. Telco(s)
  - i. Moderation
  - ii. Information

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- iii. Distribution of task related to publication of press release / general information on disruption
    - iv. Minutes and follow up
- 5. Recommendations on improvements
  - a. Incident management process
    - i. Traffic management measures
    - ii. Mitigation measures
    - iii. Capacity coordination and allocation principles applicability (including the cooperation with RUs)
  - b. Communication process (if applicable)
- 6. Data gathering for reliable re-routing statistics, KPIs (Impact of interruption on traffic)? (Mandatory for real case; For simulation applicable only if relevant)
  - a. Number of affected trains
  - b. Remaining capacity and Number of rerouted trains per re-routing
  - c. Number of trains shifted to other transport mode /trains not possible to reroute
  - d. Number of lost trains (shifted to other mode and not coming back yet to railways)