

Capacity Planning Tool

Applicant User Manual

Modules, access rights and documented operating procedures

Document information	Value
Audience	Applicants / Railway Undertakings (RUs)
Document date	04 September 2026
Document status	Version 1
Language	English
Support	support.cpt@rne.eu

This manual is limited to functions explicitly documented for Applicant users. Functions reserved for Infrastructure Managers are identified and excluded.

Document Control

Version	Date	Description
1.0	04 September 2026	Initial Applicant-focused manual based on approved CPT documentation.

How to use this manual

- Use the access matrix first to confirm the required role or permission.
- Follow the numbered procedures for the relevant module.
- Where the interface does not show a menu or action described here, check the Permissions tab and contact RNE CPT Support.

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1. Purpose, Audience and Scope

This manual explains how Applicant users work with the Capacity Planning Tool (CPT). It covers login, personal settings, navigation, common list functions and the Applicant-facing parts of Capacity Needs Announcements, Capacity Model, Capacity Supply and Temporary Capacity Restrictions.

1.1 Applicant role

In CPT, the Applicant user group is applicant-user. Actual menu visibility and available actions depend on the roles and permissions assigned to the individual user. An Applicant user does not automatically receive every Applicant-facing permission.

1.2 Scope boundaries

- CNA procedures are included because Applicants create and harmonise Capacity Needs Announcements.
- Published Capacity Model Objects, Capacity Model overviews and Capacity Model Observations are included when the relevant CM permissions are assigned.
- Published Catalogue Paths, published Paths, Capacity Supply Chart and Capacity Supply Observations are included when the relevant CP/PA permissions are assigned.
- TCR Consultation and Published access, TCR Map and TCR Gantt viewing are included when TCR_READ access is assigned.

1.3 Out of scope for Applicants

- Creation, editing, promotion, demotion or harmonisation of Capacity Model Objects by Infrastructure Managers.
- Capacity Supply Harmonisation and Infrastructure Manager progress management.
- Creation, editing or workflow management of Catalogue Paths and Paths.
- Creation, editing, assessment or workflow management of TCRs.
- Infrastructure Manager assessment of CNAs and linking CNAs to CMOs.
- PCS functionality, Path Requests, Pre-arranged Paths, capacity allocation processes and national processes.

NOTE A visible menu or button does not by itself prove entitlement. The current object status and the user's assigned permissions remain decisive.

2. Applicant Access Matrix

The following matrix summarizes documented Applicant access. "Role-dependent" means that the function appears only when the listed permission is assigned.

Module / function	Applicant access	Required role / condition
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Home / Dashboard	View Applicant-specific widgets and accessible recent activity	Authenticated Applicant; CNA widgets require a CNA role
Global Search	Search across accessible object types	Authenticated user with object access
CNA list and details	View and filter accessible CNAs	CNA_READ
Create / edit / import CNA	Create and maintain CNAs as Lead Applicant; edit assigned locations as Responsible Applicant	CNA_WRITE; status rules apply
CM list and details	Read Published CMOs, comments and history	CMO_READ; Published status
CM Line / Segment / Network Overview	View and filter Capacity Model visualisations; view ICL values where available	CMO_READ; published/accessible data
CM Observations	Create and manage observations from Line or Segment Overview	CM_COMMENTER / CMO commenter; observation milestone rules
CM Harmonisation	Not an Applicant function	CM_WORKFLOW_MANAGER; IM function
Catalogue Paths	Read Published CPs; comment during consultation	CP_READ; CP commenting rights; Published; X-11 to X-9
Paths	Read Published Paths; no Applicant commenting	PA_READ; Published status
Capacity Supply Chart	View accessible CP/PA/TCR data	CP_READ and/or PA_READ
CS Observations	Create and manage observations	CP_COMMENTER and/or PA_COMMENTER; milestone rules
CS Harmonisation	Not an Applicant function	CP_WORKFLOW_MANAGER and/or PA_WORKFLOW_MANAGER; IM function
TCR list / details	Read and comment in Consultation; read in Published	TCR_READ and commenting entitlement; status rules
TCR Map / Gantt	View and filter accessible TCRs	TCR_READ
Import	CNA import only when assigned; CP/PA/TCR/CMO imports are not Applicant procedures	CNA_WRITE
Export	CNA export only when assigned; CP/PA/TCR/CMO exports are not Applicant procedures	Authenticated user; object access and standard access control
User directory	View/filter users and read-only user details	Authenticated user; add/edit requires USER_MANAGER
Help	Access to public manual	Authenticated user

3. Accessing CPT

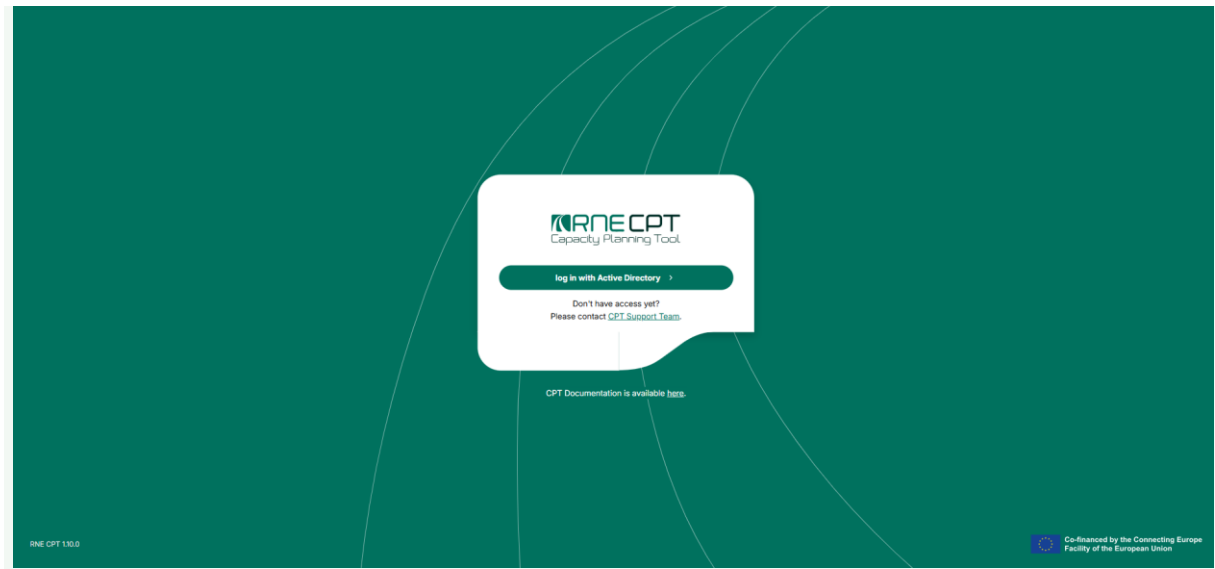
3.1 Registration and access request

Registration is required. Send the request with the user's name, company, role, email address and required modules (TCR, CS and/or CM) to support.cpt@rne.eu.

3.2 Log in with Single Sign-On

1. Open the CPT environment provided to your organisation. Link to Stage environment is <https://cpt-staging.rne.eu/fusion/>, link to the Production environment is: <https://cpt.rne.eu/fusion/>
2. On the landing page, click Log in with Active Directory.

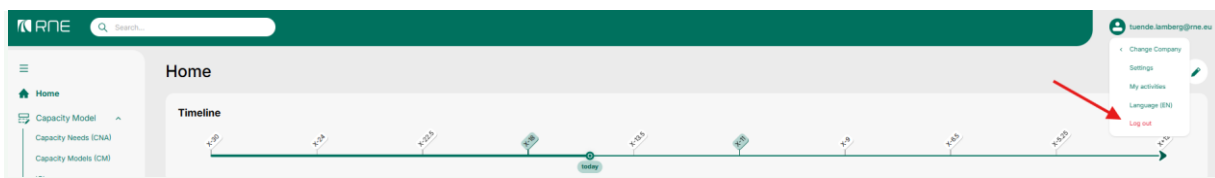
3. Authenticate through the configured RNE Single Sign-On provider.
4. On first login, read and accept the RNE privacy policy.
5. After successful authentication, confirm that the dashboard and assigned modules are available.



IMPORTANT A user may exist in RNE Active Directory but not be active in CPT. In that case, only the SSO email address and the Log Out option are displayed. Contact RNE CPT Support.

3.3 Log out

6. Click the user email in the top-right corner.
7. Select Log Out below Settings.
8. If the “Pick an account” window appears, select the appropriate account.
9. Confirm that the CPT login landing page is displayed.



4. Profile, Permissions, Notifications and Activities

4.1 Open personal settings

10. Click the account name in the top-right corner.
11. Select Settings.
12. Use the Profile, Permissions and Notifications tabs.

Settings
update

Profile Details

First name *
Tünde

Last name *
Lambert

Username *
tunde.lambert@rne.eu

Email *
tunde.lambert@rne.eu

Phone *
+123457

Company *
DBCODE

Permissions

User group *
Reader

Admin	☐ Company admin
TCR objects	☐ View chart ☐ Read ☐ Comment ☐ Workflow manager ☐ Write
CM objects	☐ Read ☐ Comment ☐ Workflow manager ☐ Write
CNA objects	☐ Read ☐ Comment ☐ Workflow manager ☐ Write
ICL	☐ Read ☐ Write
PA objects	☐ Read ☐ Comment ☐ Workflow manager ☐ Write
CP objects	☐ Read ☐ Comment ☐ Workflow manager ☐ Write

Access extension

Company	User group	Expiry date	
DB InfraGO	Reader	-	Details

4.2 Profile tab

Field	Applicant action
First name	Editable
Last name	Editable
Username	Read-only; managed in SSO
Company	Read-only
Email	Editable; must use a valid email format
Phone	Editable

13. Click Update to enter editing mode.

14. Change the editable fields.

15. Select Save changes, or select Discard changes and confirm.

4.3 Permissions tab

Permissions are read-only. They are determined by agency, role and individual permission assignments. Only a system administrator or company administrator can change them.

4.4 Email Notifications tab

Notification options are displayed according to the user's permissions. They are enabled by default. Open edit mode to opt out of selected email notifications, then save the changes.

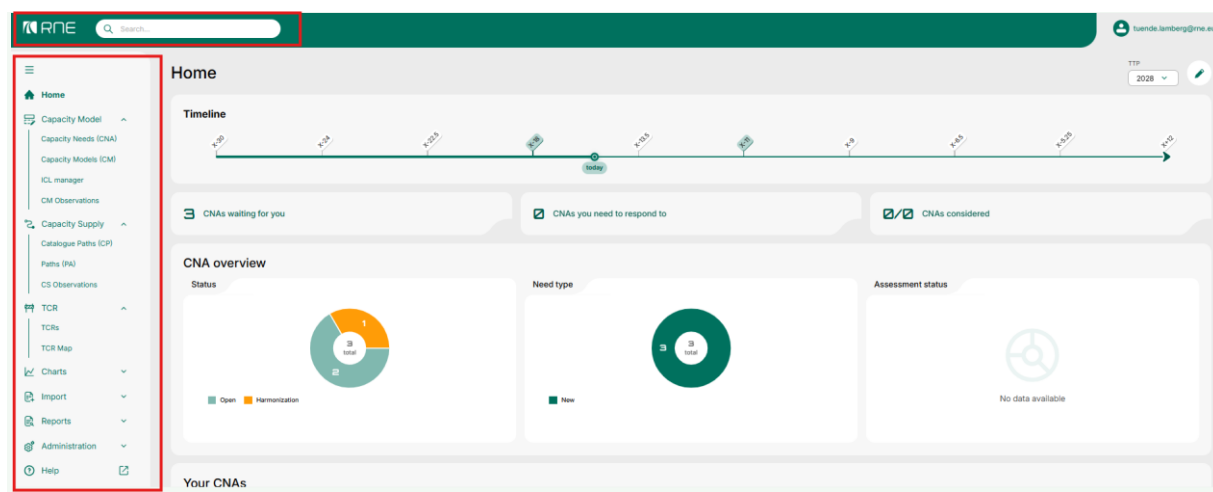
4.5 My activities

My activities is available from the profile area and lists actions performed by the user. The fixed columns include Action, ID, Object title, and Date and time.

5. Navigation and Applicant Dashboard

5.1 Header and sidebar

- Click the RNE logo to return to Home.
- Use the Global Search bar in the header to search accessible objects.
- Click the profile area to open settings, activities or logout.
- Use the hamburger icon to expand or collapse the sidebar.
- Expand a main menu with its arrow, then select a sub-menu.
- Only menus supported by the user's permissions are shown.

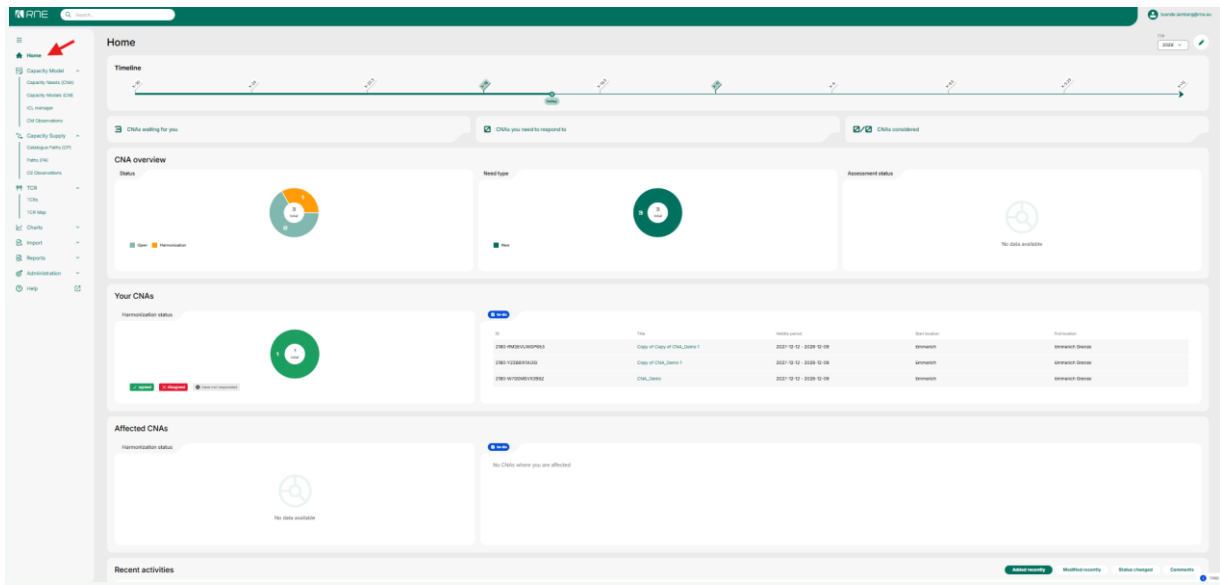


5.2 Applicant Dashboard

Open Home to view the dashboard. Dashboard content is permission-based and all widgets show information for the selected timetable period (TTP).

- CNA overviews and statistics
- CNA task lists
- Recent activities limited to accessible objects
- Capacity Supply observation overviews

Interactive KPI cards, charts and list entries open the related filtered list or object. Select See all to open the corresponding list with predefined filters.

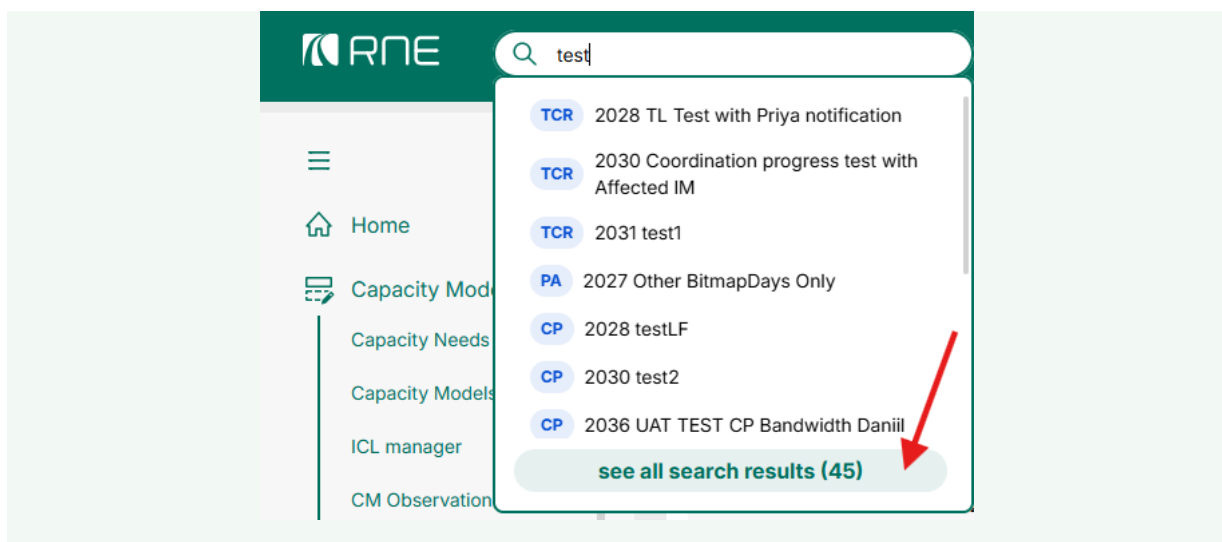


6. Common Functions

6.1 Global Search

16. Click the Global Search bar in the header.
17. Enter at least 3 characters.
18. Review up to 3 suggestions per accessible object type. Results are grouped by object type and sorted by Last change date in descending order.
19. Open a suggestion, press Enter, or select See all search results.

Searchable fields include Title, TSI ID Core, Project ID for TCRs, and Train Number for Path, CMO and CNA objects. The dedicated results page does not support additional filtering or bulk editing.



Search results for "test"

TCRs CMs CNAs CPs PAs

Columns

ID	Title	Classifica...	Status	Calendar	Total closure	Start location	End location	From time	To time
TC-0080-ZQBFGZGSKLR-00-2028	TL Test with Priya notification	Medium	Consultat...		Yes	Emmerich	Emmerich	07:00	08:00
TC-0080-X2X2NUN6NVV-00-2030	Coordination progress test with Affected IM	Minor	Consultat...		Yes	Salzburg G	Salzburg G	12:00	14:00
TC-0078-ABCDEY-IJKL-00-2031	test1	Medium	Published		No	Dugo Selo	Križevci	-	-
TC-0081-TESTTL888801-00-2030	Wien Meidling (in Wbf)-Wien Hütteldorf (in Hf)-2029-12-12-20...	Medium	Published		Yes	Wien Meid	Wien Hütte	21:00	08:00
TC-0055-IMPORTESTPO-00-2027	Komárom-Komárom oh.-2027-04-05-2027-04-11	Major	Published		No	Komárom	Komárom c	-	-
TC-1224-O-HBYUDHNPAI-00-2030	Test 1	Major	Consultat...		Yes	Joniškis	Pasienis 6t	01:00	23:59
TC-0080-TEST1205V100-00-2030	TEST1205V1	High	Consultat...		Yes	Dinslaken	Wesel	04:00	05:00
TC-0086-M-N54MLBD5*3-00-2030	Test CPH-Ørestad	Major	Consultat...		Yes	København	Ørestad	10:00	10:00
TC-0054-IQ09IDM5*96M-00-2030	Test 001	Major	Published		No	Chotěbuz :	Mosty u Jê	00:00	23:59

6.2 Quick Search

20. Open a list view or chart.
21. Enter at least 3 characters in Quick Search.
22. Review the dynamically filtered results.
23. Click a result to open its details.

6.3 Query Builder

24. Keep or select the mandatory TTP criterion.
25. Select + to add filter criteria.
26. Choose each criterion, condition and value.
27. Click Search to apply the query.
28. Optionally select Create Filter, enter a name and save the filter for this object type and view.

- Criteria are combined with AND.
- Values in a multi-select are combined with OR, except Company Pair and Location, where the selected values form a combination.
- A column filter remains active if the column is hidden.
- Editing a filter does not start a search until Search is clicked.
- Saved filters can be renamed, updated or deleted; at least 1 saved filter must remain.

Capacity Need Announcements create CNA

Search Search for title, TSI ID core, train number

Saved filters Select a saved filter

Filters TTP is 2028 Status is Open create filter reset search

☐	ID	Title	Calendar	Status	Start location	End location	From time	To time	Response
☒	CN-2180-Y22B8IX1AI3	Copy of CNA_Demo 1		Open	Emmerich	Emmerich Grenze	11:00	15:00	DB
☒	CN-2180-W700MSVX	CNA_Demo		Open	Emmerich	Emmerich Grenze	11:00	15:00	DB

Items per page 10 1 - 2 of 2 < >

6.4 Sorting, columns and pagination

- Click a sortable column header arrow to switch between ascending and descending order. Only 1 column can be actively sorted.
- Drag column borders to change width.
- Drag headers to reorder columns.
- Use Columns to show or hide optional columns.
- Choose the number of items per page at the bottom of the list.
- Use previous/next and first/last page controls.
- The default in a new browser is 10 items per page.

6.5 Seen and unseen items

Objects changed since the last login can be shown with a dot and bold text. Select accessible rows and use Mark as Seen/Unseen. Selection can be retained across pages; Shift-selection works within the current page.

6.6 Object details and History

- Click an object title to open the Details view.
- Open History.
- Review version number, user, company, action, status, and date/time.
- Where permitted, select 2 versions to compare them field by field.

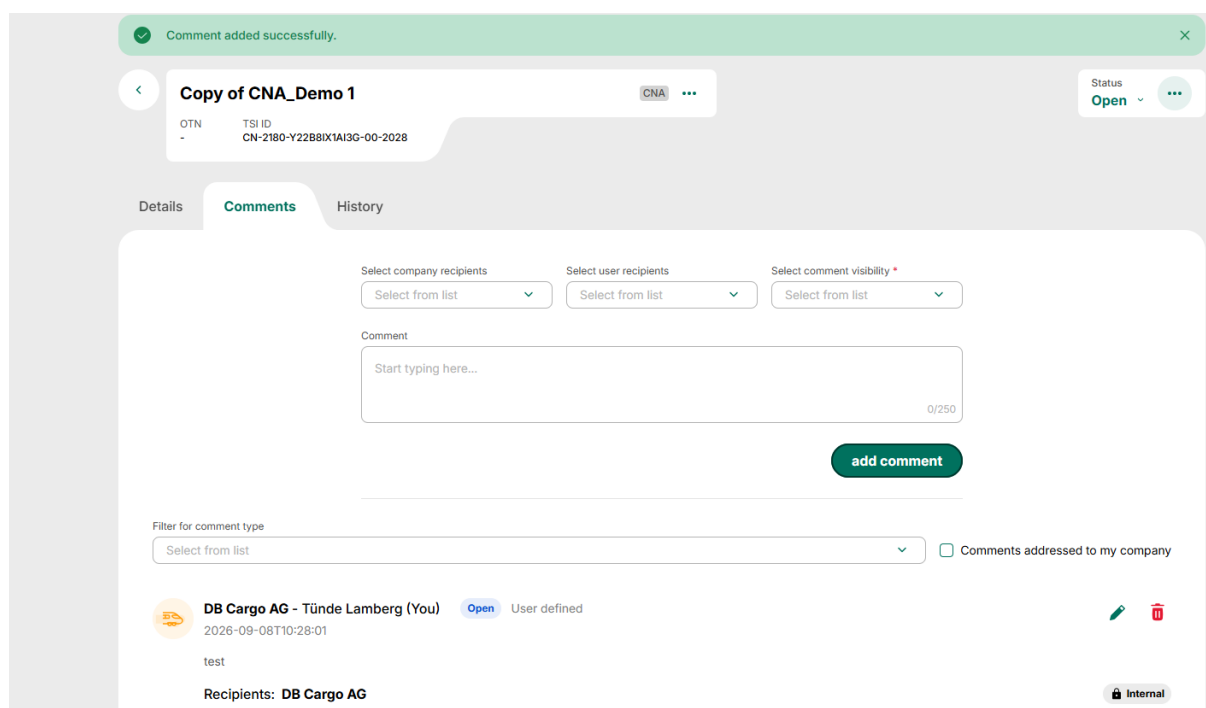
READ permission is required. Only versions accessible under the user's role and status are shown. Archived versions are view-only.

6.7 General object comments

Comments are sorted by creation date/time in descending order, are flat rather than threaded, and can contain up to 250 characters.

33. Open the object Details view and select Comments.
34. Select a recipient company or user. Selecting a recipient does not grant object access.
35. Select an available visibility option.
36. Enter up to 250 characters.
37. Submit the comment.

Users can edit or delete only their own user-defined comments and only during the phase in which the comment was created. Deletion is irreversible and requires confirmation. Mandatory and system comments cannot be edited or deleted.



7. Capacity Needs Announcements (CNA)

7.1 Purpose and confidentiality

CNAs allow Applicants to communicate new or changing future traffic needs for long-term planning. CNAs can represent increases or reductions in need. They do not guarantee capacity allocation. Applicants are responsible for harmonising submissions, and CNA submissions and related communications are treated as strictly confidential.

At X-26, Infrastructure Managers invite Applicants to submit CNAs through the Capacity Model module.

7.2 Roles in a CNA

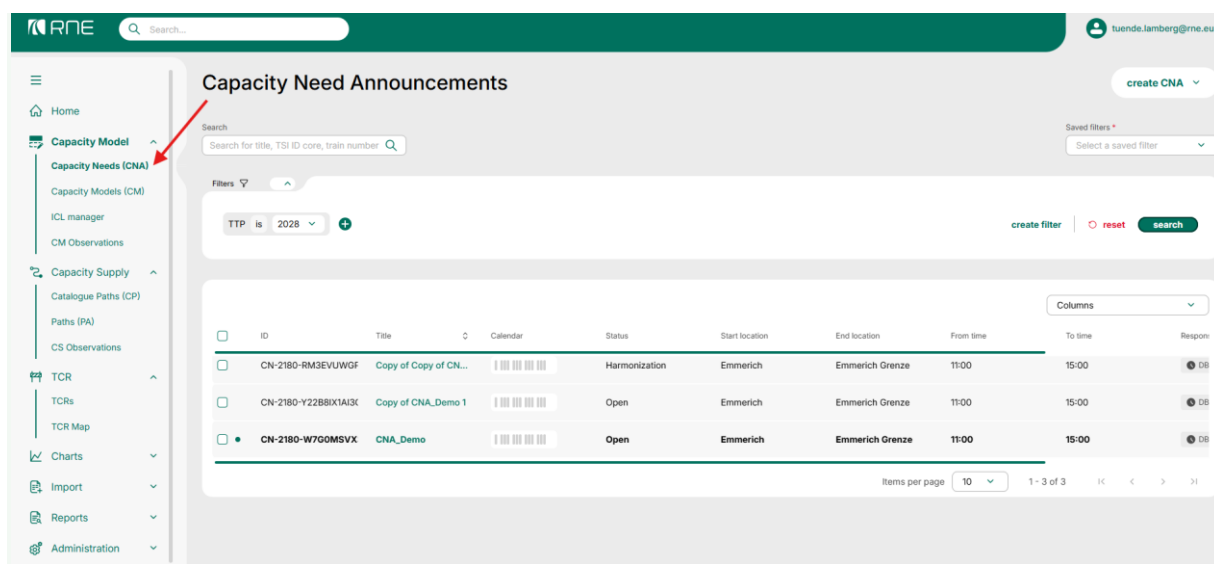
Role	Documented responsibility
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Lead Applicant (LA)	Creates the CNA, retains full editing rights, appoints Responsible Applicants and performs promotions/demotions.
Responsible Applicant (RA)	In Harmonisation, edits journey and location-level parameters only at assigned locations; may agree/disagree where available.
Other Applicant	No CNA access unless assigned by the workflow or otherwise explicitly entitled.
Responsible IM (RIM)	Assesses CNAs in Assessment; this is not an Applicant function.

7.3 CNA list view

38. Open Capacity Model > Capacity Needs Announcements.
39. Use Quick Search or Query Builder to find accessible CNAs.
40. Sort or customise columns as needed.
41. Click the CNA title to open its details.

Documented columns include ID, Title, Calendar, Status, Start location, End location, From time, To time, Responsible IM, Train type, OTN, Last change date, Last change company, Lead applicant and Product type. The list uses pagination and defaults to 10 items per page in a new browser.

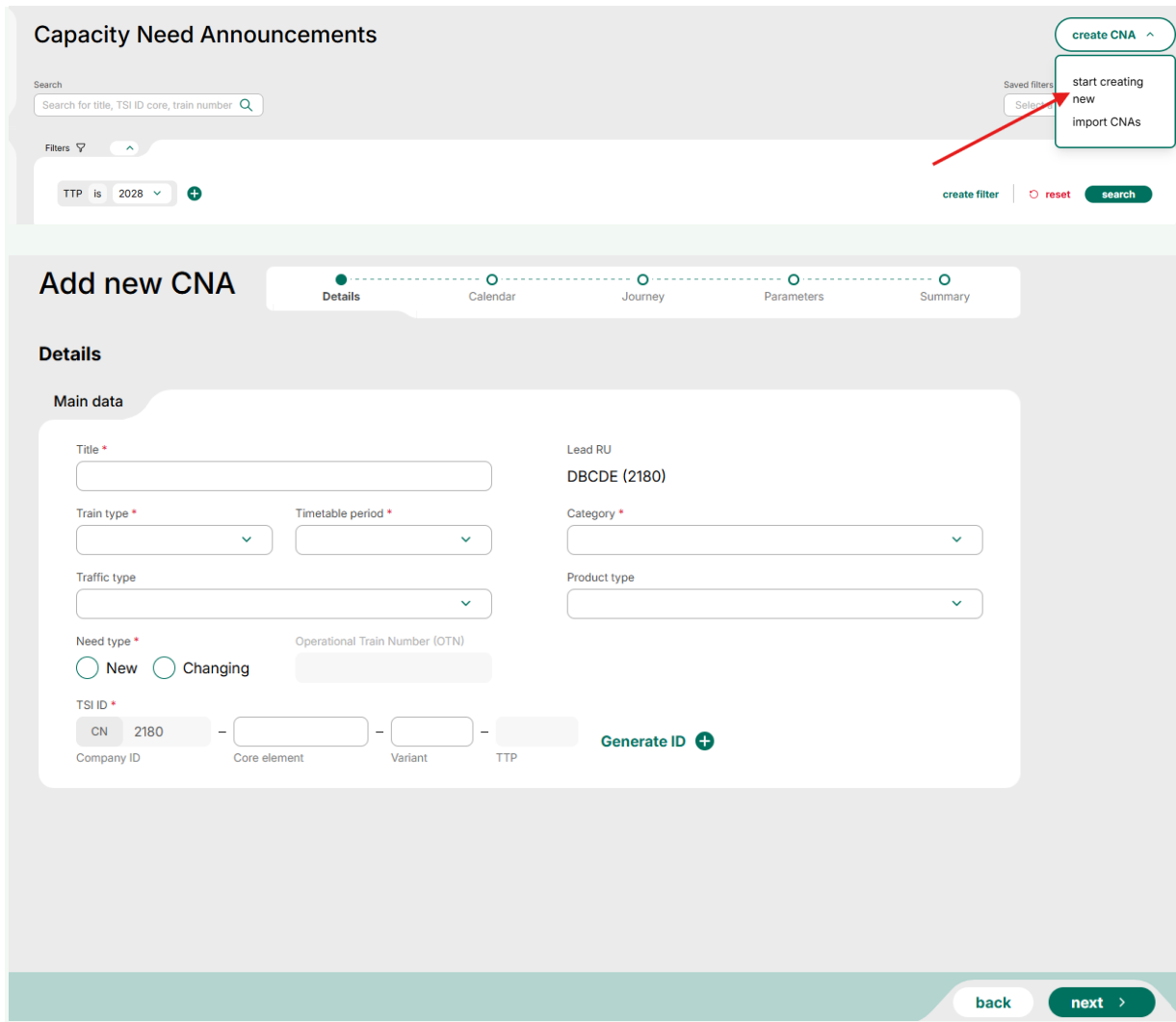


7.4 Create a CNA as Lead Applicant

CNA_WRITE is required. The manual creation flow contains 6 steps: Details, Calendar, Journey, Parameters, Related Objects and Summary.

42. Open the CNA list and select Add new CNA.
43. Details: enter the mandatory general data shown in the form.
44. Calendar: define the validity period and operating days.

45. Journey: define the route and locations; appoint Responsible Applicants to individual locations where needed.
46. Parameters: enter the train-type and location-level parameters required by the form.
47. Related Objects: add supported references when applicable.
48. Summary: review the complete CNA. Return to earlier steps to correct errors.
49. Create the CNA. It can be saved in Open only when all mandatory data is complete and no validation error remains.



7.5 CNA workflow and access

Status	Lead Applicant	Responsible Applicant	Other Applicant
Open	Read, write, comment; promote to Harmonisation or Cancelled	None	None
Cancelled	Read; reopen to Open	None	None

Harmonisation	Read, write, comment; promote to Assessment or return to Open	Read/write own locations; comment	None
Assessment	Read, comment; return to Harmonisation	Read, comment	Read
Archive	Read	None	None

IMPORTANT Every promotion or demotion is performed by the creator acting as Lead Applicant. Negative transitions require a mandatory comment. Closing/reopening actions require confirmation where presented by the workflow.

7.6 Edit as Responsible Applicant

CNA_WRITE and appointment to a location are required. Responsible Applicant editing is valid only in Harmonisation.

50. Open the assigned CNA.
51. Choose Edit.
52. In Journey, select an assigned location and edit its location fields. Other locations are read-only.
53. In Parameters, edit location-level parameters for assigned locations. Object-level parameters remain editable only by the Lead Applicant.
54. When using Copy parameters, select only locations assigned to you.
55. Save the changes.

NOTE A timing change at an assigned location may cause a midnight-crossing offset that is automatically inherited by subsequent locations, even if those locations are not assigned to the same Responsible Applicant.

7.7 Agree or disagree as Responsible Applicant

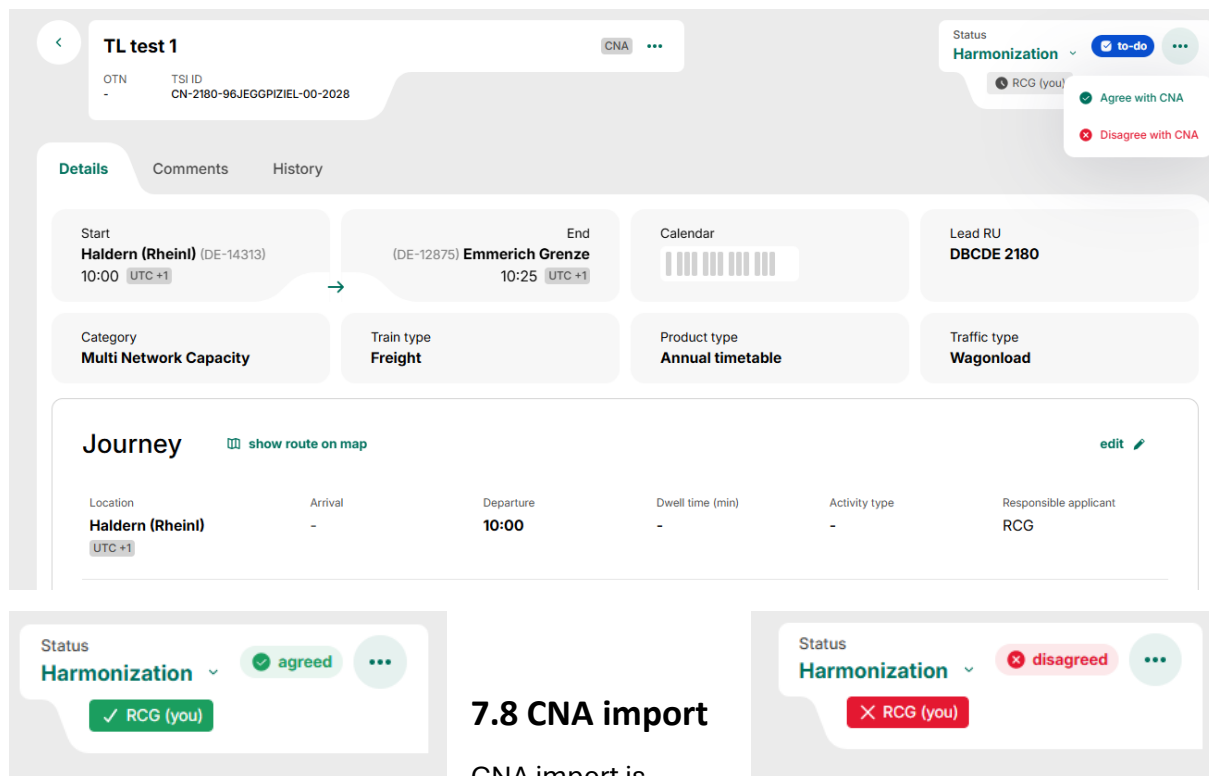
Agree/Disagree as a Responsible Applicant function requires CNA_WRITE. During Harmonisation, Responsible Applicants can edit their assigned parts of the Capacity Needs Announcement (CNA). They can also optionally indicate whether they agree or disagree with the CNA.

The coordination decision is informative and does not prevent the Lead Applicant from promoting the CNA.

1. Open the required CNA.
2. Ensure that the CNA is in Harmonisation status.
3. Click the three-dot menu on the status card.
4. Select one of the following actions:
 - Agree with CNA
 - Disagree with CNA - mandatory comment must be entered when this action is selected
5. The Responsible Applicant can change the selected decision as long as the CNA remains in **Harmonisation** status

6. The Responsible Applicant progress is reset after any demotion of the CNA.

Both actions are displayed while the Responsible Applicant's decision is pending.



7.8 CNA import

CNA import is

available only with CNA_WRITE. Use the template offered on the CNA import page. The common import workflow and restrictions are described in Section 12.

8. Capacity Model for Applicants

8.1 Applicant access

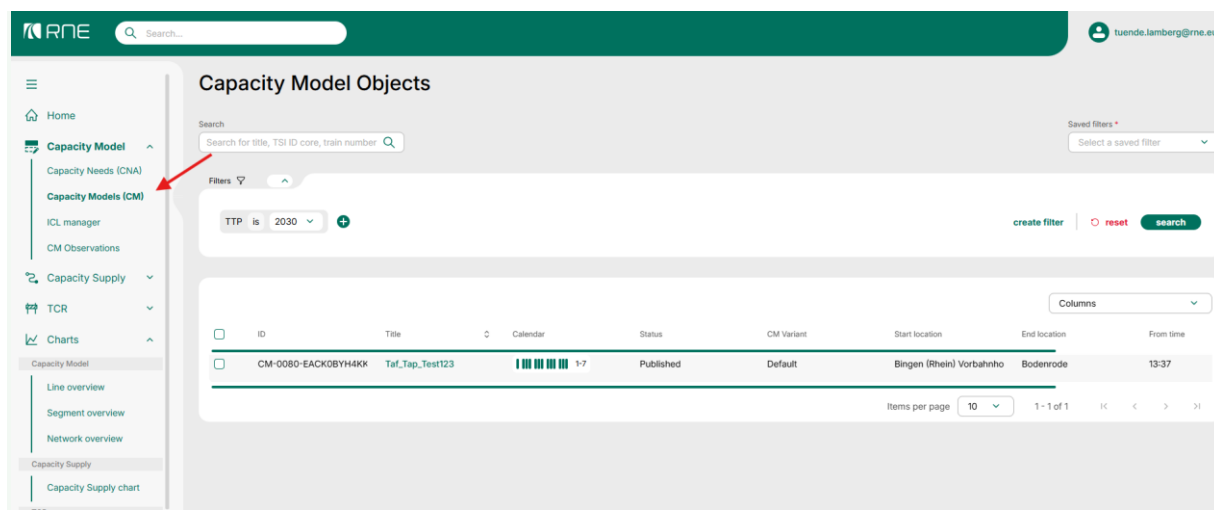
Capacity Model Objects are created and managed by Infrastructure Managers. Applicants and RUs have read access when a CMO is in Published status. During the model consultation period, commenting is enabled for Applicants and RUs on Published CMOs.

Function	Applicant rule
CMO list/details	CMO_READ; Published CMOs are read-only.
Line Overview	CMO_READ; accessible CM objects and ICL values can be viewed.
Segment Overview	CMO_READ; accessible CM objects and ICL values can be viewed.
Network Overview	CMO_READ; accessible overview can be viewed and filtered.
CM Observations	CM_COMMENTER; observation creation from Line or Segment Overview.
CM Harmonisation	Not an Applicant function.

Variant Manager / ICL Manager	Not Applicant functions; management requires CM_WRITE / ICL_WRITE.
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8.2 View the CMO list and details

56. Open Capacity Model > Capacity Models.
57. Use Quick Search or Query Builder to find Published CMOs.
58. Sort and customise the list as needed.
59. Click a CMO title to open read-only details, comments and accessible history.

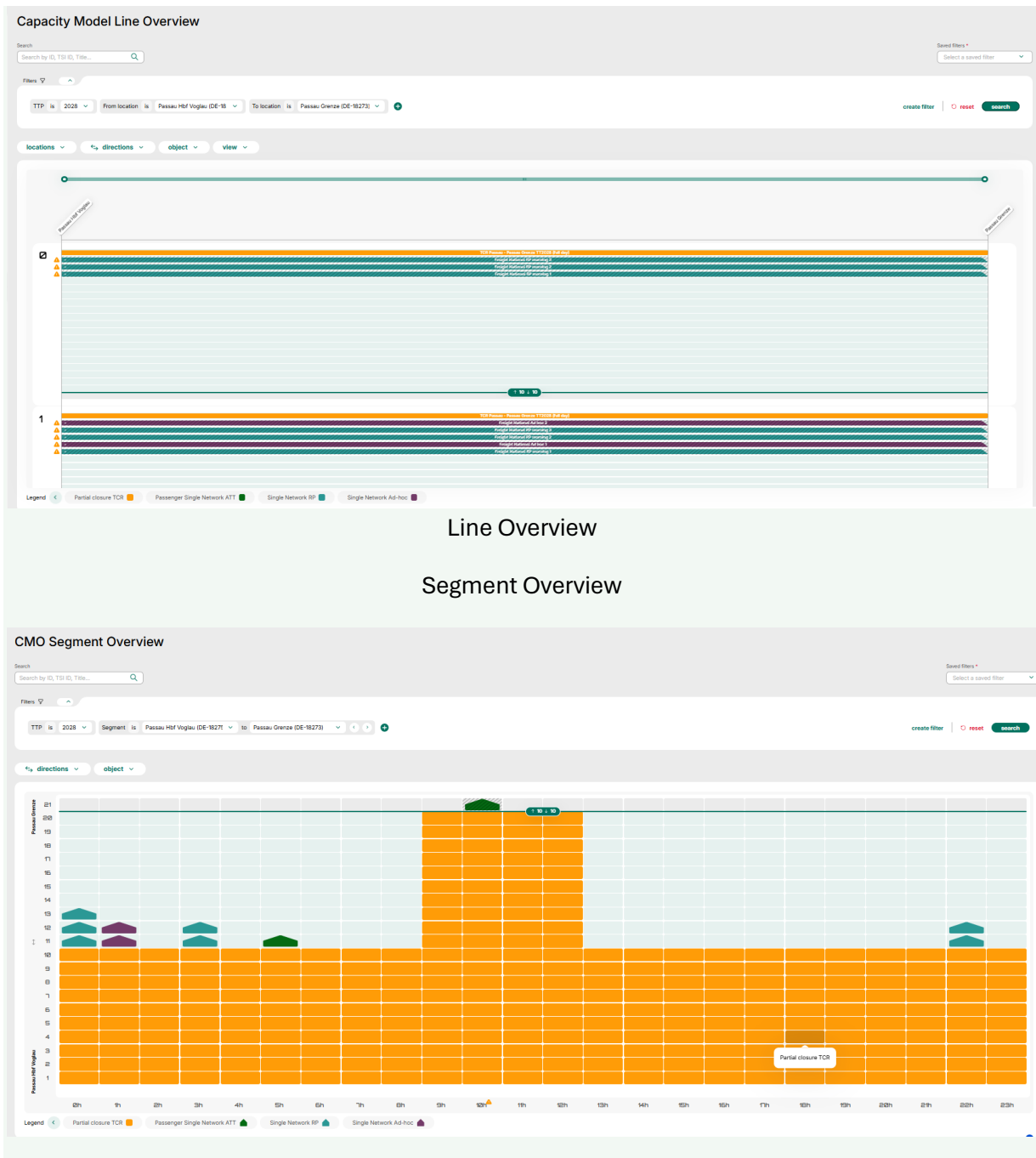


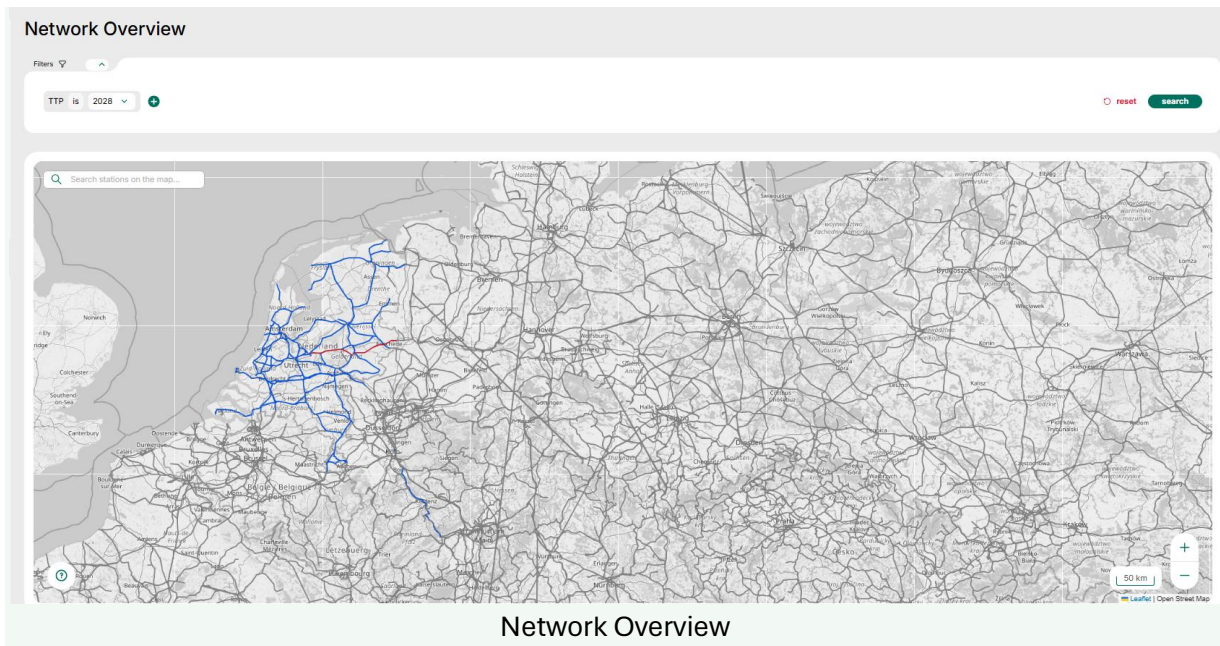
The screenshot shows the 'Capacity Model Objects' page. On the left, a sidebar contains navigation links. The main content area has a search bar and a table of objects. A red arrow points to the 'Capacity Models (CM)' link in the sidebar. The table lists one object with ID 'CM-0080-EACK0BYH4KK' and title 'Taf_Tap_Test123'.

ID	Title	Calendar	Status	CM Variant	Start location	End location	From time
CM-0080-EACK0BYH4KK	Taf_Tap_Test123	1-7	Published	Default	Bingen (Rhein) Vorbahnhof	Bodenrode	13:37

8.3 Line, Segment and Network Overviews

60. Open Charts and select Line Overview, Segment Overview or Network Overview.
61. Enter the mandatory TTP and chart-specific route, segment or network criteria.
62. Apply the filters.
63. Use the visual controls, legend and object selection to review published capacity data.
64. On Line or Segment Overview, use Make Observation during the enabled observation period if CM_COMMENTER access is assigned.

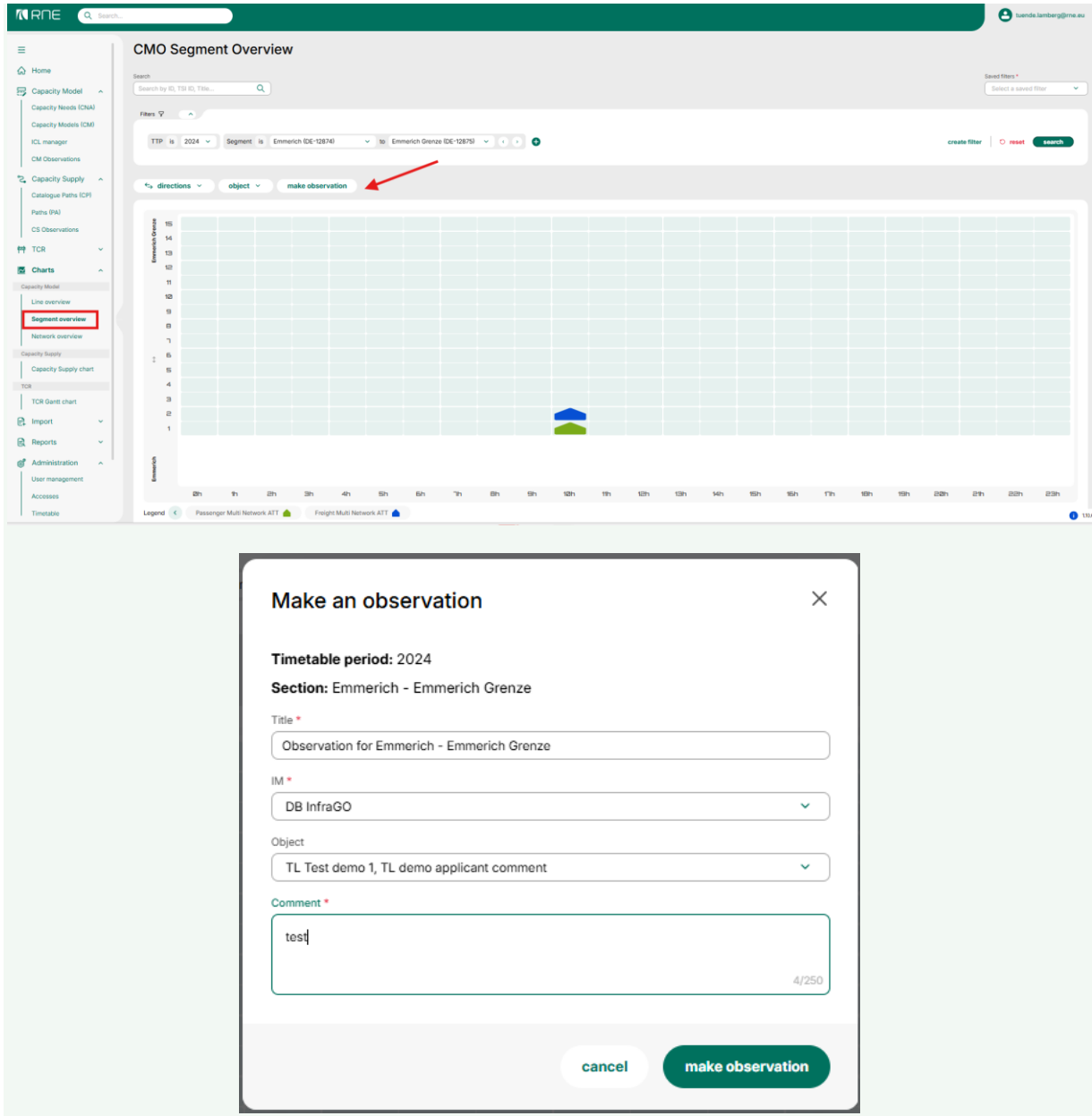




8.4 Make a Capacity Model Observation

65. Open CM Line Overview or CM Segment Overview and display the relevant section and objects.
66. Select Make Observation.
67. Confirm the read-only Timetable period and Section. The Section contains from/to locations for Line Overview or the selected segment for Segment Overview.
68. Review or edit the generated title “Observation for [from] – [to]”.
69. Review or edit the selected IMs and visible Objects using the multi-select fields.
70. Enter a comment of no more than 250 characters.
71. Submit the observation.

If an observation already exists for the same validity period and from/to location, CPT displays a warning toast inside the modal.

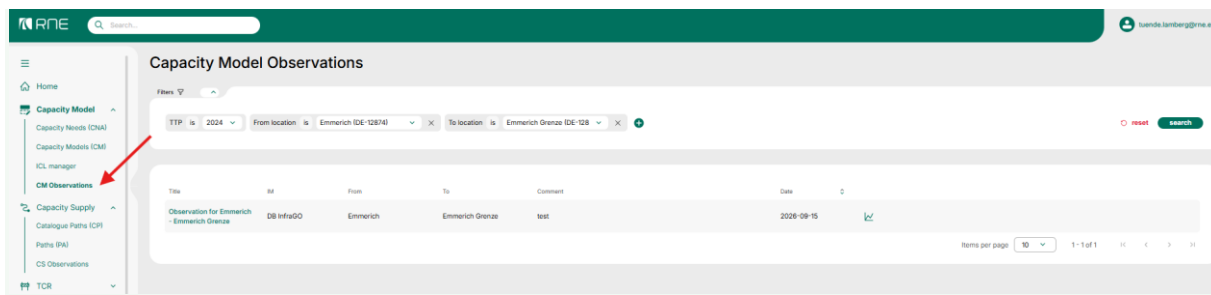


The screenshot displays the 'CMO Segment Overview' interface. The left sidebar contains a navigation menu with options like Home, Capacity Model, Capacity Needs (CNM), Capacity Models (CM), ICL manager, CM Observations, Capacity Supply, Catalogue Paths (CP), Paths (PA), CS Observations, TCR, Charts, Segment overview (highlighted with a red box), Network overview, Capacity Supply chart, TCR, TCR Gantt chart, Import, Reports, Administration, User management, Accesses, and Timetable. The main area shows a search bar, filters (TTP: 2024, Segment: Emmerich ICE-128741, to: Emmerich Grenze ICE-128751), and buttons for 'create filter', 'reset', and 'search'. Below the filters are tabs for 'directions', 'object', and 'make observation' (indicated by a red arrow). The main chart area shows a grid with a small blue and green bar at the bottom. A modal titled 'Make an observation' is open, showing fields for Title (Observation for Emmerich - Emmerich Grenze), IM (DB InfraGO), Object (TL Test demo 1, TL demo applicant comment), and Comment (test). The modal also includes 'cancel' and 'make observation' buttons.

8.5 Capacity Model Observations list

72. Open Capacity Model > CM Observations.
73. Use the query builder to filter the list.
74. Sort Date using the header arrows.
75. Click a title to open the observation comment view.
76. Use the chart action to return to the saved, prefiltered overview.

The RU view shows observations created by the RU's agency. Columns are Title, IM, From, To, Comment and sortable Date. The list is paginated and defaults to 10 items per page in a new browser.



8.6 Observation comments and maintenance

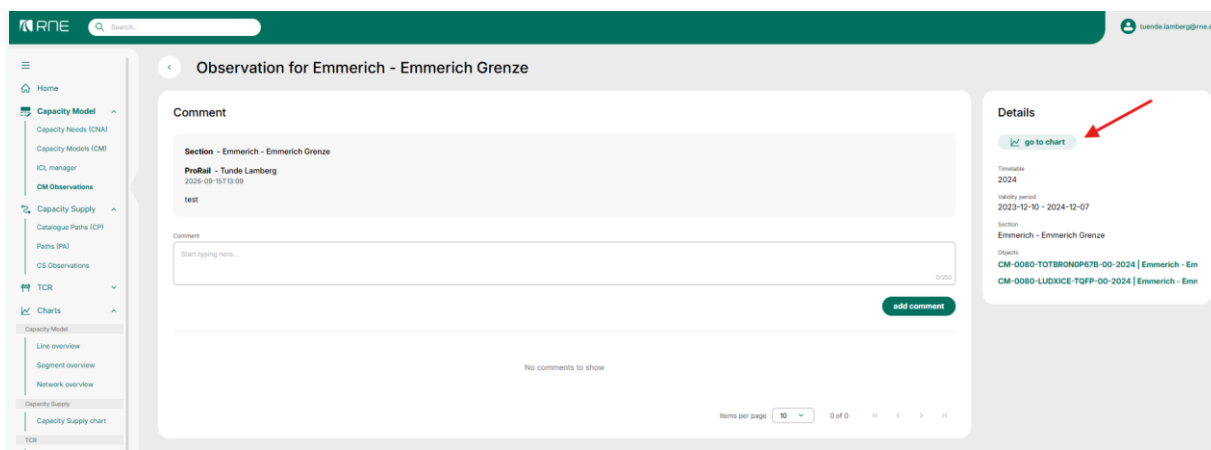
77. Open an observation by clicking its title.

78. Review the original observation and saved details.

79. Enter a new comment and select Add comment.

80. Use Go to chart to open the saved chart context.

- The observation itself can be edited or removed until the first comment is added by anyone.
- A thread comment can be edited or removed only by its creator and only while no later comment exists below it.
- Creating an observation is possible only while enabled by timetable milestones.
- Applicants and IMs may add a comment after the observation period.



9. Capacity Supply for Applicants

9.1 Catalogue Paths

Applicants and RUs have read access to Catalogue Paths in Published status. During the consultation period between X-11 and X-9, they may comment at supply level and may also comment directly on the Catalogue Path object.

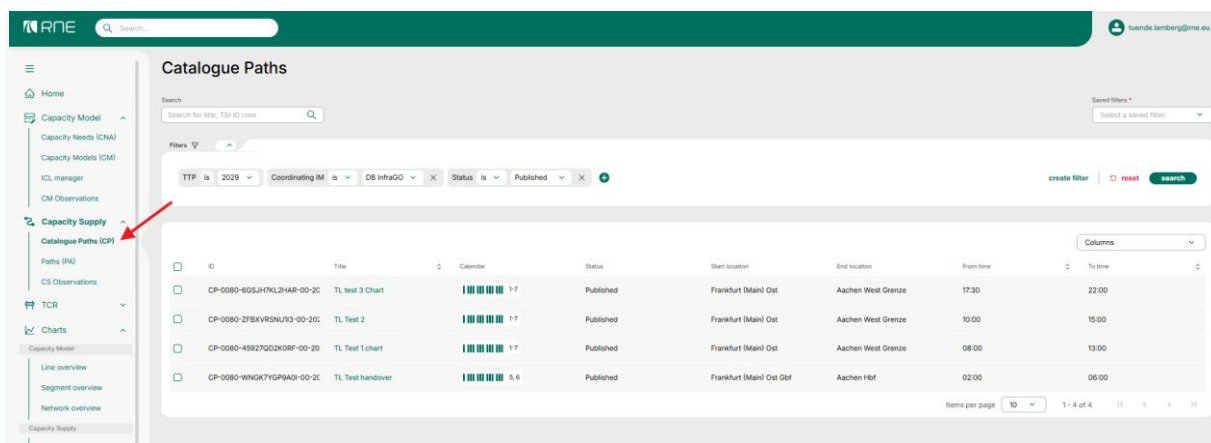
81. Open Capacity Supply > Catalogue Paths.

82. Search or filter Published Catalogue Paths.

83. Click the title to open Details.

84. Review Details, accessible Comments and History.

85. During X-11 to X-9, add a comment if the required commenting permission is assigned.



IMPORTANT Create, Edit, Duplicate, Promote, Demote, Cancel or Archive are not Applicant procedures. These lifecycle actions belong to the Coordinating IM.

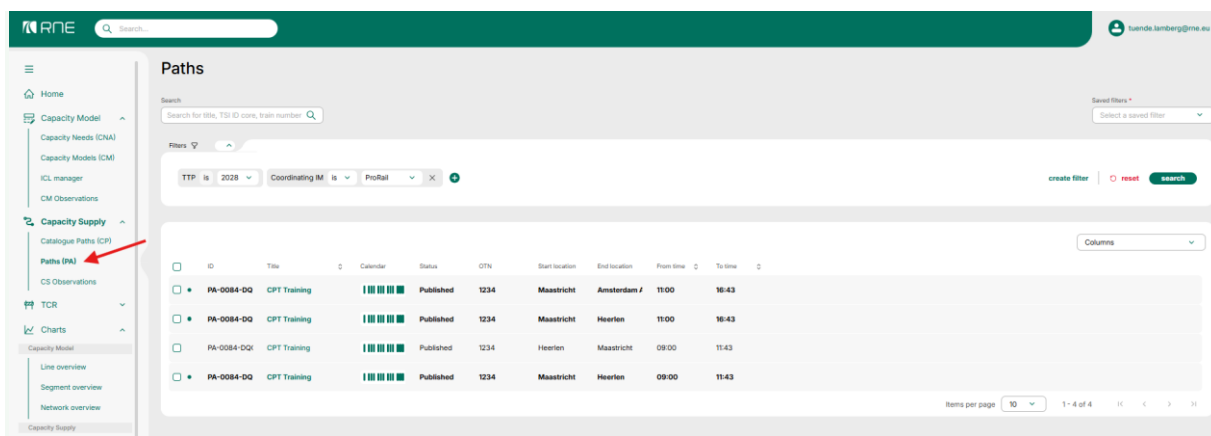
9.2 Paths

Applicants and RUs have read access to Paths in Published status.

86. Open Capacity Supply > Paths.

87. Search or filter Published Paths.

88. Click a title to open read-only Details and accessible History.



9.3 Capacity Supply Chart

89. Open Charts > Capacity Supply Chart.

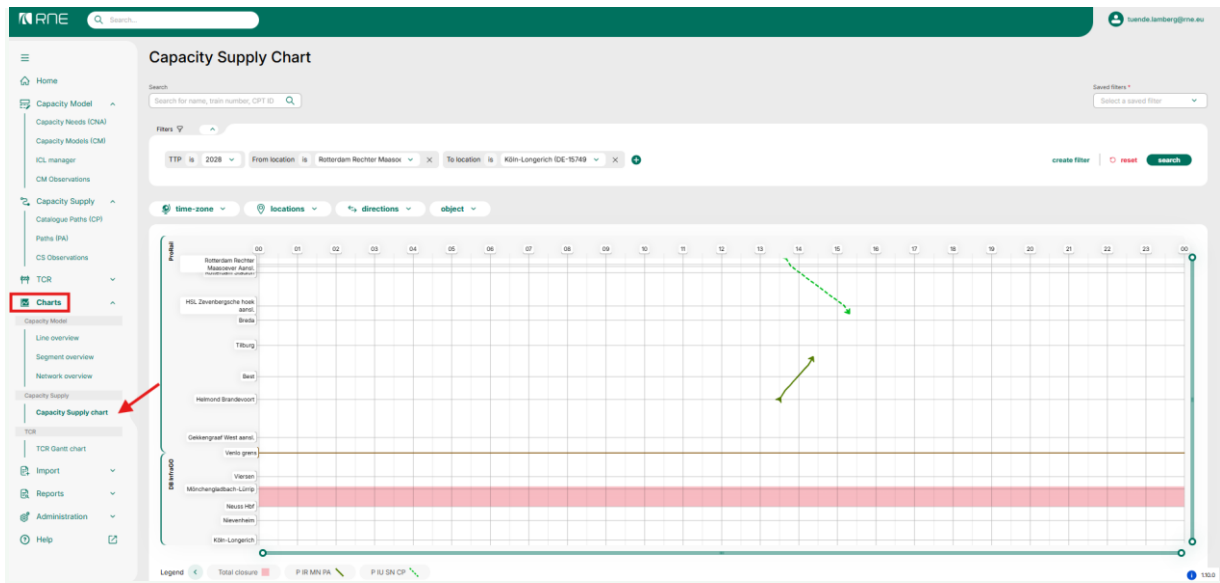
90. Select the TTP and from/to locations.

91. Configure any additional capacity-supply filters.

92. Review Catalogue Paths, Paths, bandwidths and TCRs marked as part of supply.

93. Use zoom and pan. Click a chart object to open its summary; where multiple objects overlap, select one from the tooltip.

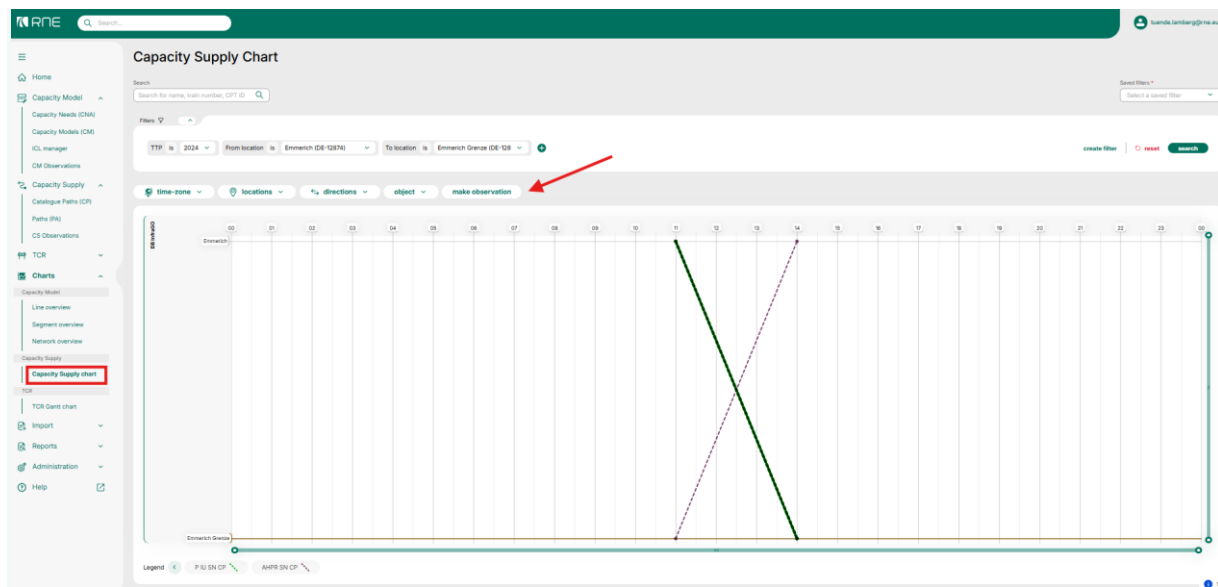
Locations are shown on the Y-axis and a 24-hour timeline on the X-axis. Additional controls include time zone, displayed locations, direction and object types.



9.4 Make a Capacity Supply Observation

94. Open the Capacity Supply Chart.
95. Set at least TTP and from/to location filters.
96. Select Make Observation.
97. Confirm the read-only Timetable period and Section.
98. Review or edit the generated title, selected IMs and visible Objects.
99. Enter a comment of no more than 250 characters.
100. Submit the observation.

If an observation already exists for the same validity period and section, a warning toast is displayed in the modal.

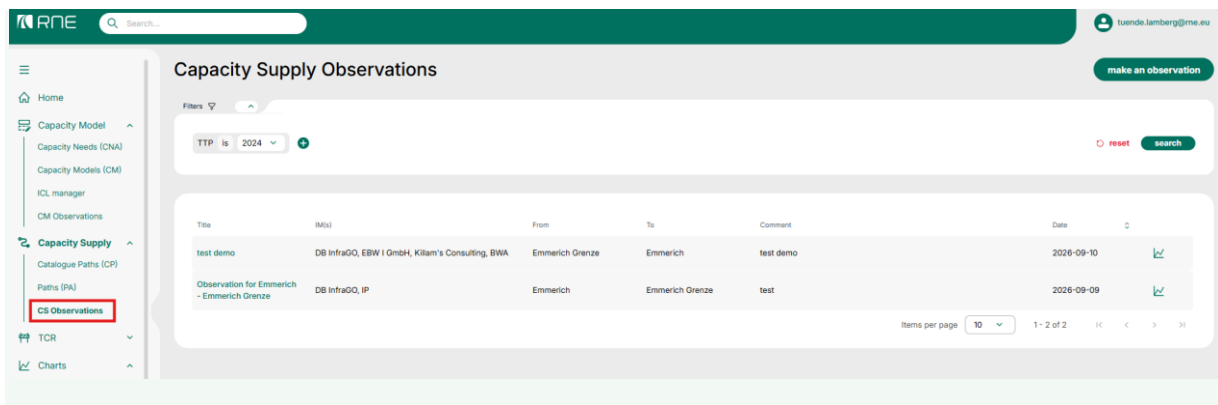


9.5 Capacity Supply Observations list and comments

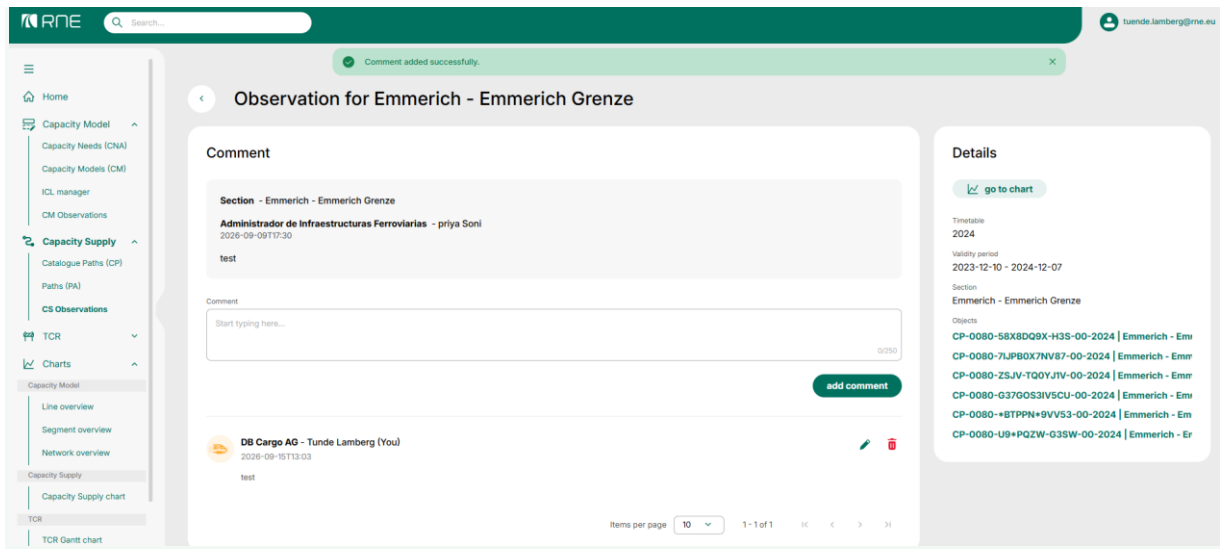
101. Open Capacity Supply > CS Observations.
102. Filter with the query builder and sort by Date if needed.
103. Click an observation title to open its comment view.
104. Review the original comment, timetable, validity period, section and objects.
105. Enter a comment and select Add comment.
106. Select Go to chart to return to the prefiltered Capacity Supply Chart.

The RU view shows observations created by the RU's agency. Columns are Title, IM, From, To, Comment and Date. The default is 10 items per page in a new browser.

- Only the creator of a comment can edit or delete it.
- Creation and comment maintenance is available only while the observation function is enabled by timetable milestones.



Title	IM(s)	From	To	Comment	Date	
test demo	DB InfraGO, EBW I GmbH, Kilian's Consulting, BWIA	Emmerich Grenze	Emmerich	test demo	2026-09-10	
Observation for Emmerich - Emmerich Grenze	DB InfraGO, IP	Emmerich	Emmerich Grenze	test	2026-09-09	



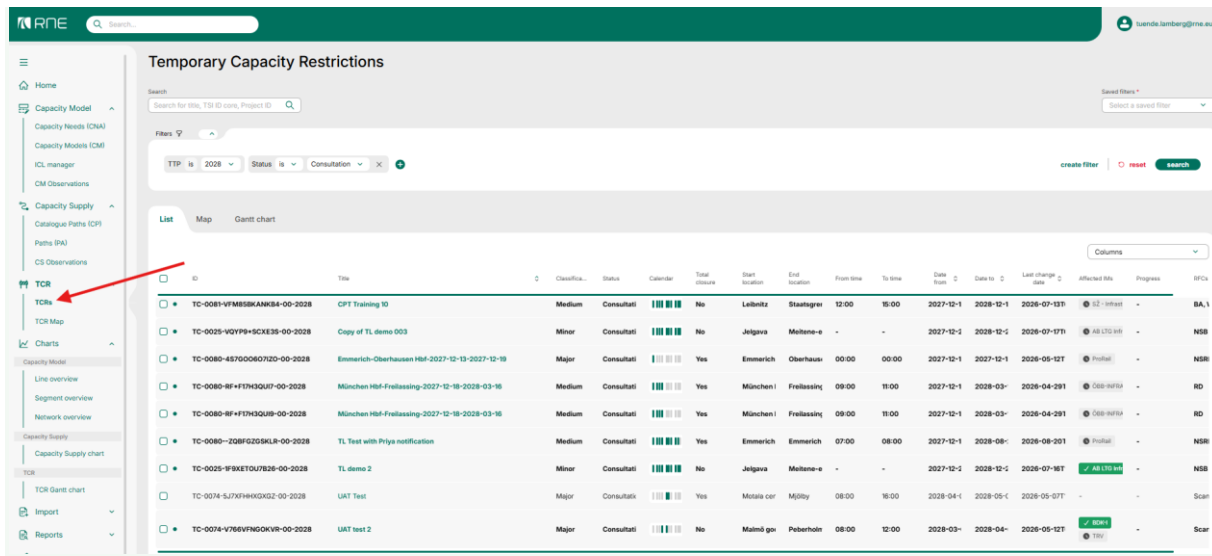
10. Temporary Capacity Restrictions (TCR) for Applicants

10.1 Status-based access

TCR status	Applicant / RU access
Planned	None
Cancelled	None
Coordination	None
Consultation	Read and comment
Published	Read
Archived	None

10.2 Review and comment during Consultation

107. Open TCR > TCRs.
108. Search or filter TCRs in Consultation.
109. Click the title to open Details.
110. Review General details, Calendar, Journey, Parameters and Related Objects.
111. Open Comments and add a comment if the commenting action is available.
112. Open History to review accessible versions where READ access allows it.



The screenshot shows the RNE Capacity Planning Tool interface. The left sidebar contains a menu with items like Home, Capacity Model, Capacity Needs (CNM), Capacity Models (CM), ICL manager, CM Observations, Capacity Supply, Catalogue Paths (CP), Paths (PA), CS Observations, TCR, TCR Map, Charts, Capacity Supply chart, TCR, TCR Gantt chart, Import, and Reports. The main area is titled 'Temporary Capacity Restrictions' and contains a search bar, filters (TTP, Status, Consultation), and a table of TCRs. A red arrow points to the 'TCR' menu item in the sidebar.

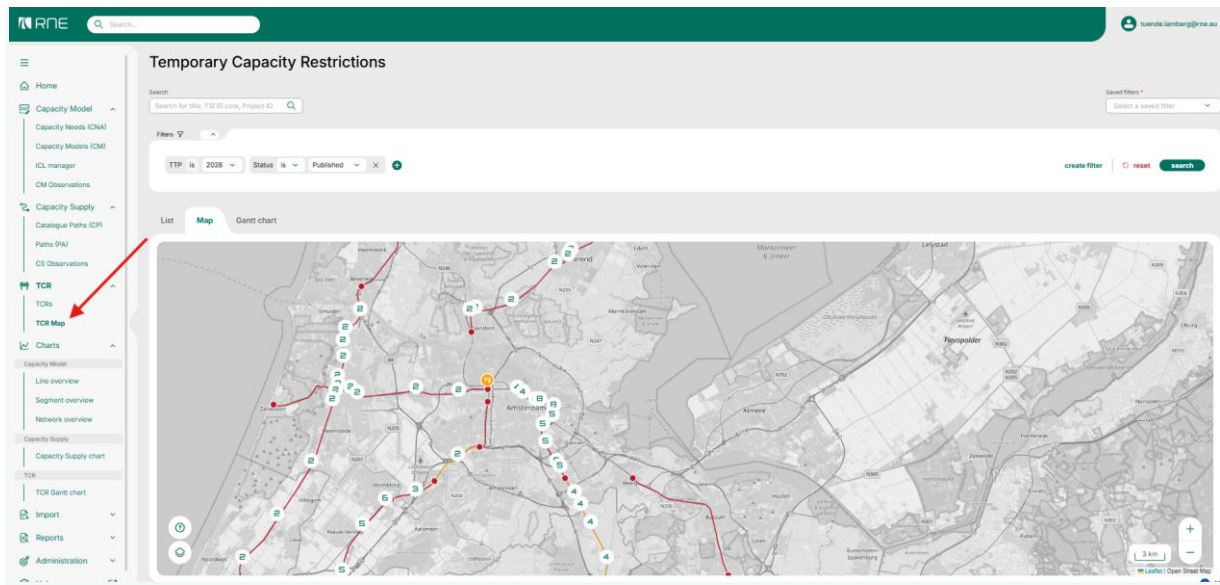
ID	Title	Classification	Status	Calendar	Total closure	Start location	End location	From time	To time	Date from	Date to	Last change date	Affected file	Progress	RFCS
TC-0081-VFMB8KANKB4-00-2028	CPT Training 10	Medium	Consultati	■ ■ ■ ■	No	Leibnitz	Stuttgart	12:00	15:00	2027-12-1	2028-12-1	2028-07-13T	■ 12 - initial	-	BA, I
TC-0025-VQYPS+SCX35-00-2028	Copy of TL demo 003	Minor	Consultati	■ ■ ■ ■	No	Jelgava	Melrose-e	-	-	2027-12-1	2028-12-1	2028-07-17T	■ All 130 - initial	-	NSB
TC-0080-457G0060720-00-2028	Emmerich-Oberhausen Hbf-2027-12-13-2027-12-19	Major	Consultati	■ ■ ■ ■	Yes	Emmerich	Oberhausen	00:00	00:00	2027-12-1	2027-12-1	2028-05-12T	■ Partial	-	NSB
TC-0080-RF+FTN3QU7-00-2028	München Hbf-Freilassing-2027-12-18-2028-03-16	Medium	Consultati	■ ■ ■ ■	Yes	München I	Freilassing	09:00	11:00	2027-12-1	2028-03-1	2028-04-28T	■ All 130 - initial	-	RD
TC-0080-RF+FTN3QU9-00-2028	München Hbf-Freilassing-2027-12-18-2028-03-16	Medium	Consultati	■ ■ ■ ■	Yes	München I	Freilassing	09:00	11:00	2027-12-1	2028-03-1	2028-04-28T	■ All 130 - initial	-	RD
TC-0080-20BF6255KLR-00-2028	TL Test with Priya notification	Medium	Consultati	■ ■ ■ ■	Yes	Emmerich	Emmerich	07:00	08:00	2027-12-1	2028-08-1	2028-08-20T	■ Partial	-	NSB
TC-0025-IFBXETOU7826-00-2028	TL demo 2	Minor	Consultati	■ ■ ■ ■	No	Jelgava	Melrose-e	-	-	2027-12-1	2028-12-1	2028-07-16T	■ All 130 - initial	-	NSB
TC-0074-SJ7XH6XGQ2-00-2028	UAT Test	Major	Consultati	■ ■ ■ ■	Yes	Mosara car	Möbly	08:00	16:00	2028-04-1	2028-05-1	2028-05-07T	-	-	Scan
TC-0074-V786VFGKVR-00-2028	UAT test 2	Major	Consultati	■ ■ ■ ■	No	Malmö go	Peberholm	08:00	12:00	2028-03-1	2028-04-1	2028-05-12T	■ 80%	-	Scan

10.3 Review Published TCRs

113. Filter the TCR list to Published.
114. Open a TCR to review its read-only details.
115. Use Map or Gantt to review the same accessible published information visually.

10.4 TCR Map

116. Open TCR > TCR Map.
 117. Select the timetable year.
 118. Search or filter by location and other available criteria.
 119. Use layers, zoom and pan to inspect the map.
 120. Click a TCR, overlap bubble or station-closure marker to inspect its compact information.
 121. Select View Details if you have access to the TCR.
- Yellow indicates partial closure TCRs; red indicates total closures; green indicates the selected TCR.
 - Continuous TCRs use solid lines; periodical TCRs use dotted lines.
 - Overlapping TCRs can be grouped into bubbles with a count.



10.5 TCR Gantt

122. Open Charts > TCR Gantt Chart.
123. Select the timetable year and apply filters.
124. Expand border, IM or line groups.
125. Set the time range to hours, days, weeks or months.
126. Click a TCR bar to open its information tooltip and View Details where permitted.



11. Exporting Accessible Data

CPT supports exports for TCRs, Catalogue Paths and Paths. Export availability depends on access to the selected objects and the applicable permission configuration. Export initiation is asynchronous.

11.1 Bulk export

127. Open the relevant list view.
128. Optionally apply Quick Search or Query Builder filters.
129. Select accessible objects with the row checkboxes.
130. Click Export.
131. Select Excel, enter a file name and start the export.
132. Continue working while the export is generated.

A maximum of 1,000 objects can be exported at once.

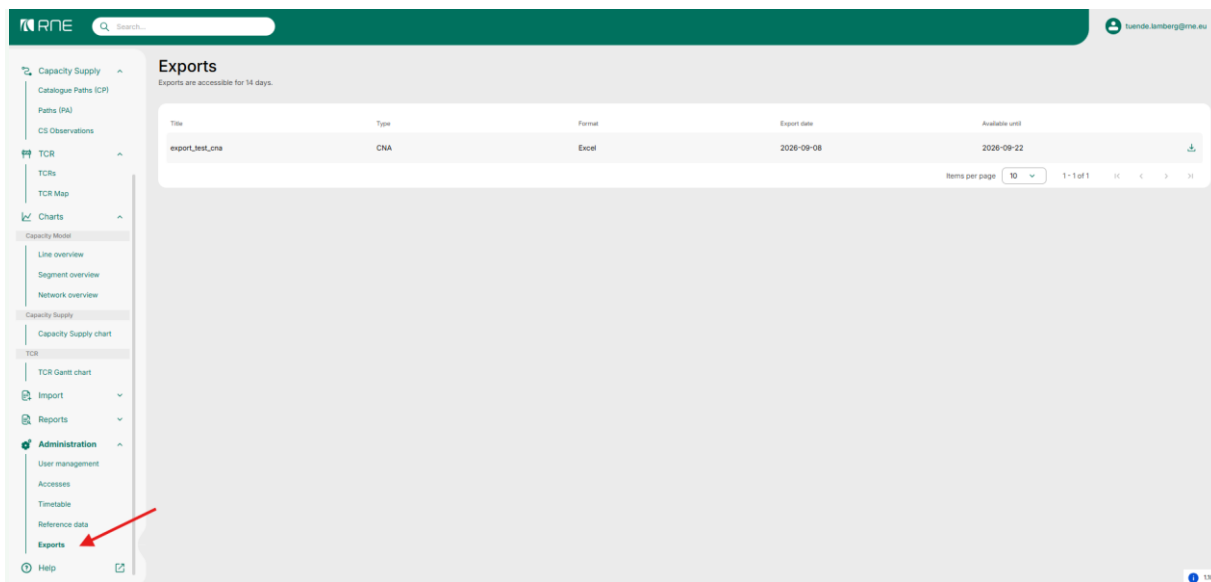
11.2 Individual export

133. Open an accessible object's Details view.
134. Open the options menu next to the object name.
135. Select Export if the action is available.
136. Select Excel, enter a file name and start the export.

11.3 Download an export

137. Open Administration > Exports.
138. Locate the file by Title, Type, Format or Export date.
139. Select Download.

Exports are company-wide rather than user-specific, are subject to standard access control, and remain available for 14 days.

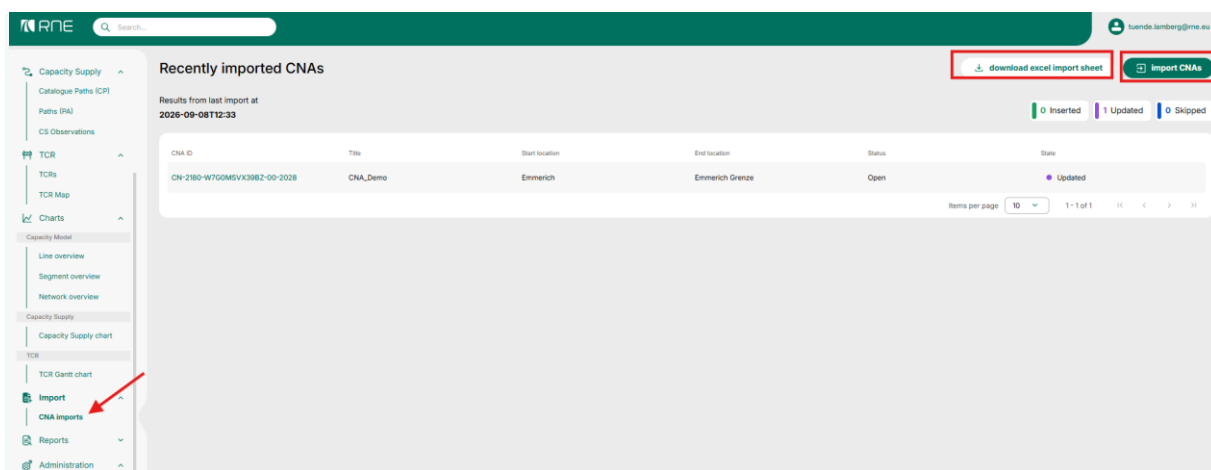


12. CNA Import

This section applies only to Applicant users with CNA_WRITE. Other object imports must not be treated as Applicant procedures.

140. Open Import > CNA imports.
 141. Download the current CNA Excel import template.
 142. Complete the template without changing required column names or merging cells.
 143. Do not combine objects from multiple timetable periods in one file.
 144. Select Import CNA, then choose the file or drag and drop it into the browser.
 145. Review syntax and structural validation. Open Import Issues to locate each problematic value and Excel cell.
 146. Correct errors in the source file and upload it again.
 147. When no issues remain, review the Inserted, Updated and Skipped totals.
 148. Select Import. The import then runs asynchronously.
 149. Review the final result on the import page after completion.
- Mandatory/Optional fields are marked in the template excel file.
 - Check out the field notes for more information on the expected format.
 - File type: Excel .xlsx.
 - Maximum file size: 120MB.
 - Use a separate file for each object type.
 - Column order may be changed and extra columns are skipped, but required structure must remain unchanged.
 - Formulas are not supported.
 - Time format: hh:mm.
 - Date values must be Excel dates; documented format is dd/mm/yyyy (ISO 8601), while display follows local Excel and operating-system settings.

- Parallel imports of the same object type are not allowed within one company.



13. Troubleshooting and Support

Issue	Documented response
Module or menu is missing	Open Settings > Permissions and verify the required role. Menu visibility depends on assigned roles.
SSO succeeds but CPT shows only email and Logout	The account is not active in CPT. Contact RNE CPT Support.
Direct link shows insufficient access	Return to Home. Confirm object status and assigned permission.
Search returns nothing	Enter at least 3 characters and confirm that the object is in a status accessible to Applicants.
Cannot comment or create an observation	Confirm commenting permission, object status and timetable milestone.
Cannot edit a CNA as Responsible Applicant	Confirm CNA_WRITE, Harmonisation status and access to the location.
Import button is disabled	An import of the same object type may already be running for the company.
Export not ready	Exports are asynchronous. Check Administration > Exports and the related notification.

RNE CPT Support: support.cpt@rne.eu

14. Glossary

Term	Meaning in this manual
Applicant / RU	Applicant user or Railway Undertaking using Applicant-facing CPT functions.
CNA	Capacity Needs Announcement.
CMO / CM	Capacity Model Object / Capacity Model.
CP	Catalogue Path.
PA / Path	Path object. It is not treated as a Path Request.

TCR	Temporary Capacity Restriction.
ICL	Intended Capacity Usage Line.
IM	Infrastructure Manager.
LA	Lead Applicant, the CNA creator.
RA	Responsible Applicant assigned to a CNA location.
RIM	Responsible Infrastructure Manager for CNA assessment.
TTP	Timetable period.
TSI ID	The object identifier displayed and used by CPT.
SSO	Single Sign-On.

Appendix A. Applicant Permission Reference

Permission / role	Effect described in approved documentation
CNA_READ	Shows Capacity Needs and permits CNA read access.
CNA_WRITE	Creates/edits CNAs, supports CNA import, and enables Responsible Applicant editing.
CMO_READ	Shows Capacity Models and Line, Segment and Network Overviews; reads CM details/comments/history and ICL values.
CM_COMMENTER / CM commenter	Places comments on CM objects and observations on the Capacity Model; includes read access.
CP_READ	Shows Catalogue Paths and Capacity Supply Chart; reads CP details/comments/history.
CP_COMMENTER	Places CP comments and Capacity Supply observations; includes read access.
PA_READ	Reads Paths and Capacity Supply Chart, including details/comments/history subject to workflow rules.
PA_COMMENTER	Supports Capacity Supply observations, but the Path workflow expressly provides no Applicant Path commenting.
TCR_READ	Shows TCR list, TCR Gantt and TCR Map; reads details/comments/history subject to status.
USER_MANAGER	Required to add or edit users; not required to view/filter the user directory.

This document was created with the AI-assistant and reviewed by RNE CM IT team.