

**APPENDIX 8
TO THE GENERAL CONTRACT OF USE FOR WAGONS**

**INTERNAL REGULATION
FOR THE APPLICATION AND FURTHER DEVELOPMENT OF THE GCU**

Preamble

Part I of this Appendix contains provisions regarding the GCU Bureau.

Part II describes the organisational arrangements adopted by the associations involved in the establishment of the GCU for monitoring the application of the GCU and facilitating its further development.

I. The GCU Bureau

1. The tasks of the GCU Bureau as set out in Articles 2 to 4 of the GCU shall be transferred to a trustee to be known as the GCU Bureau. This trustee may be a physical or a legal person. The GCU Bureau shall be located in Brussels.

The trustee shall take equal account of the interests of wagon keepers and RUs and assume a neutral position in potential conflicts of interest between wagon keepers and RUs.

2. Starting with the period commencing 1 January 2009, the trustee shall be proposed by the Joint Committee (see Part II below) for a term of three years. This appointment shall be confirmed unless it is opposed by more than half the signatories within one month after the proposal has been sent out to the signatories. The term may be renewed.

If the Joint Committee fails to make a proposal at the latest three months before the deadline for appointing the trustee, other proposals may be submitted by the signatories, providing they have the written support of at least 50 signatories. Proposals made in this way shall be accepted unless opposed by more than half the signatories within three months after the proposal has been sent out to the signatories. If several such proposals are submitted by signatories, the proposal that meets with the least number of objections shall be accepted.

The trustee in office – or alternatively the signatory with the largest number of wagons from the list of signatories – shall inform all signatories of the proposal from the Joint Committee or alternatively from the signatories. It shall collect up the replies received from the signatories, count them and announce the result to all signatories. The procedure to be followed is set out in points 8 and 9.

3. The Joint Committee or a group of more than half of the signatories may propose an early termination of the trustee's term, if there are significant reasons to do so. This termination shall be effective unless it is opposed by more than half the signatories within one month after the proposal has been sent out to the signatories. The procedure shall be as set out in point 2, paragraph 3, with the signatory mentioned there acting in place of the trustee whose term is provisionally terminated.

"Significant reasons" shall mean in particular a failure on the part of the trustee to meet its duty of neutrality.

4. The trustee shall take on the staff necessary for running the GCU Bureau and fit out the office as necessary. The staff must have a proper command of the three languages of the contract as specified in Article 34 of the GCU.

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5. The GCU Bureau shall be responsible for translating the GCU (and its appendices) into the three languages, together with any proposed amendments.

It shall publish the GCU and any amendments thereto on a designated website.

It shall also publish the list of signatories on the same website.

The list of signatories shall be structured as follows, based on the information provided by the signatories:

- Group 1: Signatories that are RUs, with the number of tonne-kilometres they recorded in the last published business year;
- Group 2: Signatories that are not RUs, with the number of wagons which they are the keeper of and that can be used by other signatories; this group also includes wagon keepers that are legally independent majority participations of RUs, if their main business objective is the marketing (e.g. by leasing) of the wagons to third parties;
- Group 3: Signatories that are RUs, with the number of wagons which they are the keeper of and that can be used by other signatories; this group also includes wagon keepers that are not RUs themselves but are legally independent majority participations of RUs, if their main business objective is the provision of wagons for these RUs.

The signatories shall submit to the GCU Bureau all information required for the administration of the contract and for the communication among signatories and between signatories and the GCU Bureau, including, but not limited to contact data such as postal addresses, phone and fax numbers, e-mail addresses and contact persons. These contact data shall be displayed on the designated website mentioned above.

The signatories shall further submit to the GCU Bureau the registration numbers of all wagons of which they are the keeper and that can be used by other signatories. The GCU Bureau on the designated website shall provide a publicly accessible tool allowing to identify via the registration number of a wagon who is the keeper of the wagon, provided that the keeper of the wagon is a signatory of the GCU.

It is the sole responsibility of each signatory to ensure the correctness of his contact data and wagon numbers supplied to the GCU Bureau and to provide for any necessary updating thereafter.

Each signatory via the designated website of the GCU Bureau shall have direct access to his own data for the purpose of uploading and changing contact data or wagon numbers. The GCU Bureau must ensure that proper right of access protection is in place and that the data are securely stored and protected against any unauthorized use.

6. The GCU Bureau shall notify all signatories of requests for amendments and additions to the GCU (proposed changes) , provided the conditions set out in point 7 are met.
7. Signatories may submit proposals for amendment to the GCU Bureau. Also the associations represented in the Joint Committee may make recommendations for amendments or additions to the GCU to the Joint Committee. These recommendations can then be adopted as proposals by unanimous consent of the Joint Committee and submitted to the GCU Bureau.

Any proposal requires either the support of at least 25 signatories or the unanimous consent of the Joint Committee. Proposals must be submitted in one of the three languages of the contract and must include the reasons for the proposed change, with an

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indication of the article or appendix concerned. The GCU Bureau shall check that proposals have all the required elements; incomplete proposals shall be rejected.

8. The GCU Bureau shall publish proposed amendments on the website referred to in point 5 above and notify all signatories by e-mail in the three languages of the contract of the fact of the publication within four weeks after receipt of a complete amendment proposal. Each signatory shall be responsible to provide a valid e-mail address to the GCU Office for the purpose of receiving notifications . Hardcopies of amendment proposals will only be provided by the GCU Bureau if expressly requested by a signatory.
9. Signatories who do not agree with the proposed amendments must declare this by letter, fax or e-mail to the GCU Bureau within three months after the notification of the proposed amendments has been sent out by e-mail. Any signatory that has not declared disagreement by the end of this period shall be considered to have agreed to the proposal.
10. Proposals shall be adopted if none of the signatories have opposed them within the prescribed time period or if, in each of the groups referred to in point 5 paragraph 4, they obtain the support of at least three-quarters of the signatories in the corresponding group representing at the same time at least three-quarters of the total tonne-kilometres or wagons in the group in question.
11. Adopted amendments to the GCU shall be published on the website referred to in point 5 above and the fact of the adoption shall be notified by e-mail to all signatories by the GCU Bureau within 1 week after adoption.

Amendments that are adopted unanimously shall enter into force on the date specified in the corresponding proposal; if no date is mentioned, they shall enter into force three months after adoption.

Amendments of the GCU adopted without unanimity shall enter into force the first day of the month following a period of six months after adoption.

Amendments and additions shall also be binding on signatories that did not agree with them, unless the signatories in question decide to withdraw from the contract in accordance with Article 3 of the GCU.

When proposals are not carried, the GCU Bureau shall also announce the result on the website and notify the signatories by e-mail.

12. The running costs of the GCU Bureau, in particular the trustee's costs for his own activities, staff, equipment and day-to-day running of the GCU Bureau, shall be covered by the signatories.

The GCU Bureau shall draw up an annual budget at least four months before the end of each year and have it approved by the auditors referred to in point 13. Once the budget is approved, the GCU Bureau shall be entitled to call in advance contributions from the signatories. Within three months of the end of each calendar year it shall submit its books to the auditors and, once the accounts have been approved by the latter, send each signatory a final invoice. Cash advances that have not been used up in the average amount of less than 100 EUR per signatory shall not be repaid separately but be taken into account in the next cash advance.

50 per cent of the costs referred to in paragraph 1 shall be divided equally among the signatories and 50 per cent shared out on a variable basis according to the number of wagons taken into account in point 5.

13. The annual accounts of the GCU Bureau shall be checked by two auditors. The result of the audit shall be published on the website referred to in point 5 above.

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Starting with the period commencing 1 January 2009, the Joint Committee shall propose the auditors for a period of three years. They shall be appointed unless more than half the signatories opposes this proposal under the procedure set out in point 2, paragraph 2.

If the Joint Committee fails to make a proposal for the appointment of auditors in good time, the procedure set out in point 2 paragraph 3 shall be followed.

II. The Joint Committee

1. UIP, UIC and ERFA shall together take on the task of applying, promoting and further developing the GCU. To this end, they shall form a Joint Committee made up of representatives from the three associations. UIP and UIC shall each appoint five members to the Joint Committee and ERFA two members.
2. Two Co-Chairmen of the Joint Committee shall be chosen from among its members for a three-year term of office. One Co-Chairman shall be a representative of UIP, the other one a representative of UIC/ERFA.

The Joint Committee shall meet as and when required, though at least once a year.

3. The Joint Committee shall keep in touch with the GCU Bureau. Its decisions shall be taken unanimously.

The Joint Committee shall:

- propose the trustee to take on the tasks of the GCU Bureau and where necessary propose to terminate its term with immediate effect. The same shall apply to the auditors;
 - make proposals for amendments and additions to the GCU;
 - review all questions of common interest in connection with the GCU and set up ad hoc groups where necessary;
 - decide whether or not to accept the petitions of other associations representing RUs or wagon keepers to be admitted to the Joint Committee, as well as on changes of points 1 and 2 related thereto. Of such decisions the signatories shall be informed via the GCU Bureau.
4. The associations represented on the Joint Committee shall seek to ensure that when GCU signatories who are members of their associations make proposals for amendments, these are channelled first via their association to the Joint Committee, which can then discuss, finalise and decide on them and thereby encourage the achievement of a majority.

The associations shall also channel their own proposed amendments to the GCU via the Joint Committee.

5. The Joint Committee shall establish a permanent group of experts under its supervision with the following duties:
 - drafting position papers on questions referred to it by the Joint Committee, particularly as regards the interpretation and application of the GCU,
 - reviewing proposed amendments to the GCU,

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- conducting arbitration at the joint request of the parties to a dispute.