

Requests for the performance of shunting crews/shunters

The Railways of Slovak Republic (ŽSR) provide for railway undertakings (RU) shunting activities by ŽSR employees in the standard positions of shunter and head shunter in selected railway stations. The scope of the shunting provided is in the agenda of the respective Regional Directorate (RD).

ŽSR will perform the agreed shunting in compliance with the regulatory provisions of ŽSR. ŽSR shall ensure that the shunting is carried out by such a number of employees that all regulatory, technological and safety conditions for train formation and processing are met and that the capacity of the railway infrastructure is not restricted. ŽSR employees shall provide shunting only on the railway infrastructure managed by ŽSR, unless otherwise specified (e.g. by a specific contract). For shunting to be carried out on the tracks of another infrastructure manager, RU must ensure the professional qualification required on the tracks of the infrastructure manager concerned.

1. Request for the performance of shunting crews/shunters for a longer period, e.g. for the validity of the annual train timetable (ATT):

RU agrees with the relevant RD the performance of the shunting crews/shunters for a longer period, e.g. for the validity of the whole ATT. The request for the performance of shunting crews/shunters must be sent no later than 2 months before the start of its validity. The RU may also agree with the relevant RD the performance of the shunting crews/shunters for a shorter period of time, e.g. a month, etc.

Template of the request for the performance of shunting crews/shunters valid from xx. xx. xx. 20xx

Railway station	Shunting crew number	Ordered working time of the shunting crew (from-to hours)	Scope of activities	January \sum hours	February \sum hours \sum hours	Total \sum hours
Žilina	1.						
Bratislava východ	1.						
	3.						
	4.						

The RDs provide shunting for all RUs on a non-discriminatory basis. When the same request for shunting performance from different RUs is submitted, the following shall be taken into account according to priority:

1. RU that makes a request for a longer period of time (e.g. for the whole ATT period),
2. RU that submits an earlier request.

In case of conflicting/concurrent requirements of RUs to ensure the performance of shunting crews/shunters, the Transport Department of ŽSR DG decides on the acceptance or modification of the requirement so that all contractual, regulatory and other legislative conditions are met (e.g. Guideline on the adjustment of working time of shift workers, local technological procedures, ...).

1. Operative (extraordinary) requests for performance of shunting crews/shunters:

The request for operative (extraordinary) performance of shunting crews/shunters shall be sent in writing by the RU to the relevant stationmaster (with a copy to the Head of the Technology Department of the relevant RD). Stationmaster shall inform the applicant (and the Head of the Technology Department of the relevant RD) about the provision of this operative (extraordinary) request after the current assessment of the operational situation, the staffing situation, or after agreeing on the limitation of the performance of the shunting crews/shunters for the RU for which the performance of the shunting has been agreed in advance (e.g. for the period of validity of the ATT).