Rules and procedures for maintenance of the railway traffic register

Passed 07.06.2016 No. 61

This Regulation is enacted on the basis of Section 67(7) of the Railways Act (raudteeseadus).

Chapter 1
General provisions

§ 1. Aim of maintaining the register
The aim of the railway traffic register (‘the register’) is to keep records of railway installations, rolling stock, train driver’s licences and certificates, safety certificates, operational safety certificates and safety authorisations.

§ 2. Controller and processor of the register
(1) In accordance with Section 67(8) of the Railways Act, the controller of the register is the Ministry of Economic Affairs and Communications and the processor of the register is the Technical Regulatory Authority.

(2) The processor of the register shall host the register, arrange the administration of register services and the technological environment, and process the information in the register, including collecting, saving, structuring, publishing, amending, storing and deleting information.

§ 3. Maintenance and security classification of the register
(1) The register shall be maintained as a single-level computerised database, and the information shall be processed by means of automated processing.

(2) The information in the register is in digital form. The information has either active or passive status or is archived.

(3) The security level of the register is medium (M), and the security classification of the information held in the register is K2T2S2.

Chapter 2
Information to be entered in the register

Division 1
Databases of the register

§ 4. Information to be entered in the railway installations database

(2) Having regard to the technical specifications and Section 68(2) of the Railways Act, the following shall be entered in the railway installations database:
1) location of the railway installation in the form of its cadastral reference, except in the case of points;
2) name, registration number and address of the owner and other keeper of the railway installation;
3) name, registration number and address of the designer of the railway installation, and the year in which the
    installation was designed;
4) name, registration number and address of the builder of the railway installation, and the year in which the
    installation was built;
5) as regards information concerning orders issued by the Technical Regulatory Authority, the date and
    number of the order, the content of and legal basis for the order, the justification for the order, the time limit for
    complying with the order, information on compliance or non-compliance, and, in the event that a decision has
    been taken to repeal an order, the time and scope of the repeal.

(3) Having regard to the technical specifications, the following information concerning a railway shall be
    entered in the railway installations database:
    1) name of the station or the section of open track;
    2) length of the railway;
    3) usable length of the railway;
    4) type of rail;
    5) type of sleeper;
    6) sleeper density;
    7) ballast;
    8) non-standard loading gauge.

(4) Having regard to the technical specifications, the following information concerning points shall be entered
    in the railway installations database:
    1) coordinates of the points;
    2) name of the station or the section of open track;
    3) direction;
    4) track gauge
    5) type of rail;
    6) type of crossing;
    7) type of bearer;
    8) ballast;
    9) type of control mechanism.

(5) Having regard to the technical specifications, the following information concerning railway bridges and
    viaducts shall be entered in the railway installations database:
    1) coordinates of the railway bridge or viaduct;
    2) name of the station or the section of open track;
    3) location on the railway, track axis;
    4) number of tracks;
    5) material of the railway bridge or viaduct;
    6) overall length of the railway bridge or viaduct;
    7) number, length and height of bridge spans;
    8) width of the railway bridge or viaduct;

(6) Having regard to the technical specifications, the following information concerning railway culverts and
    pedestrian underpasses shall be entered in the railway installations database:
    1) coordinates of the railway culvert or pedestrian underpass;
    2) name of the station or the section of open track;
    3) location on the railway, track axis;
    4) number of tracks;
    5) material of the railway culvert or pedestrian underpass;
    6) shape of the cross-section;
    7) overall length of the railway culvert or pedestrian underpass;
    8) number of openings;
    9) width and height of the railway culvert or pedestrian underpass if its cross-section is rectangular or oval;
    10) diameter of the railway culvert or pedestrian underpass if its cross-section is circular;
    11) use.

(7) Having regard to the technical specifications, the following information concerning level crossings shall be
    entered in the railway installations database:
    1) coordinates of the level crossing;
    2) name of the station or the section of open track;
    3) type of level crossing;
    4) number of trains per 24-hour period;
    5) number of vehicles per 24-hour period;
    6) location on the railway, track axis;
    7) location on the road;
    8) traffic control devices;
    9) category of level crossing;
    10) presence of remote monitoring;
11) presence of video surveillance;
12) length of the level crossing;
13) width of the level crossing;
14) maximum permitted speed for rolling stock;
15) maximum permitted speed for vehicles;
16) level crossing surface material.

(8) Having regard to the technical specifications, the following information concerning pedestrian crossings shall be entered in the railway installations database:
1) coordinates of the pedestrian crossing;
2) name of the station or the section of open track;
3) number of trains per 24-hour period;
4) number of non-motorised users per 24-hour period;
5) location on the railway, track axis;
6) location on the road;
7) light signals, barriers and other traffic control devices;
8) length of the pedestrian crossing;
9) width of the pedestrian crossing;
10) maximum permitted speed for rolling stock;
11) pedestrian crossing surface material.

(9) Having regard to the technical specifications, the following information concerning waiting platforms shall be entered in the railway installations database:
1) coordinates of the platform;
2) name of the station or the section of open track;
3) direction of the platform;
4) location on the railway, beginning and end;
5) location with respect to the tracks;
6) number of the railway line;
7) platform material;
8) overall length of the platform;
9) width of the platform;
10) horizontal structure gauge of the platform;

(10) Having regard to the technical specifications, the following information concerning loading platforms shall be entered in the railway installations database:
1) coordinates of the platform;
2) name of the station;
3) location on the railway, beginning and end;
4) location with respect to the tracks;
5) number of the railway line;
6) platform material;
7) overall length of the platform;
8) useable length of the platform;
9) width of the platform;
10) vertical structure gauge of the platform;
11) horizontal structure gauge of the platform;

(11) Having regard to the technical specifications, the following information concerning centralised traffic control systems at railway stations shall be entered in the railway installations database:
1) coordinates of the area in which the centralised traffic control system is located;
2) details of the manufacturer, year of manufacture;
3) name of the station;
4) type of centralised traffic control system (relay-based, electronic, or route-related locking equipment);
5) model of centralised traffic control system;
6) number of connected signals (indicating separately the number of route signals, repeater signals, home and departure signals and shunting signals);
7) number of connected points;
8) number of connected track circuits;
9) automatic light signals at linked level crossings.

(12) Having regard to the technical specifications, the following information concerning operation control systems shall be entered in the railway installations database:
1) coordinates of the area in which the operation control system is located;
2) details of the manufacturer, year of manufacture;
3) electronic or relay-based operation control system;
4) type of operation control system;
5) names and number of connected stations;
6) names and number of connected sections of open track;
7) number of connected switches;
8) number of connected tracks.

(13) Having regard to the technical specifications, the following information concerning track block signalling systems between stations shall be entered in the railway installations database:
1) coordinates of the area in which the track block signalling system is located;
2) details of the manufacturer, year of manufacture;
3) type of track block signalling system, i.e. automatic track block signalling, semi-automatic track block signalling or combined track block signalling;
4) model of track block signalling system;
5) in the case of an automatic track block signalling system or of a combined track block signalling system with axle counters, the number of signal aspects;
6) number of signals or axle counters;
7) number of each signal or axle counter;
8) direction of each signal or axle counter;
9) coordinates of each signal or axle counter.

(14) Having regard to the technical specifications, the following information concerning overhead line equipment shall be entered in the railway installations database:
1) coordinates of the area in which the overhead line equipment is located;
2) number of masts;
3) material of the masts;
4) type of catenary wire;
5) design speed of the overhead line equipment;
6) length of the overhead line equipment;
7) person in control of the overhead line equipment as an electrical installation;
8) registration number of the overhead line equipment as an electrical installation.

§ 5. Information to be entered in the rolling stock database


(2) The structure of the 12-digit rolling stock number (the standard number) to be entered in the rolling stock database is described in Appendix P to Annex I to Commission Decision 2012/757/EU concerning the technical specification for interoperability relating to the ‘ operation and traffic management ’ subsystem of the rail system in the European Union and amending Decision 2007/756/EC (OJ L 345, 15.12.2012, p. 1).

(3) Rolling stock that is placed in service for the first time in a Member State of the Commonwealth of Independent States ( ‘ the CIS ’ ) or in the Baltic States and that is intended for use outside the European Union as wagons or carriages on a 1520 mm-gauge rail system is not subject to the Commission Decision referred to in subsection 2.

(4) In order to derive the 12-digit rolling stock number to be entered in the rolling stock database, 0000 shall be added to the start of the 8-digit wagon or carriage number used in the rail network of the CIS or the Baltic States. Goods wagons shall be registered using an 8-digit number.

(5) The process of coding the restrictions to which rolling stock is subject shall be based on the principles and code structure set out in the Annex to Commission Decision 2011/107/EU.

(6) The name, registration number and address of the owner or other keeper of the rolling stock shall be entered in the rolling stock database.

(7) Information concerning the entity responsible for maintenance shall be entered in the rolling stock database only in respect of goods wagons used within the European Union.

(8) The information to be entered in the rolling stock database concerning orders issued by the Technical Regulatory Authority shall be the date and number of the order, the content of and legal basis for the order, the justification for the order, the time limit for complying with the order, information on compliance or non-compliance, and, in the event that a decision has been taken to repeal an order, the time and scope of the repeal.

§ 6. Information to be entered in the database of train driver’s licences and certificates

(1) The information held in the database of train driver’s licences and certificates shall include information concerning train driver’s licences, duplicate train driver’s licences and certificates which are issued for the first time, and train driver’s licences, duplicate train driver’s licences and certificates which have been supplemented, amended or updated, which have expired, which have been suspended, revoked, lost, stolen or destroyed or which have become unusable.
(2) The following information concerning train driver’s licences shall be entered in the database of train driver’s licences and certificates:

1) given name(s);
2) surname(s);
3) date and place of birth;
4) personal identification code;
5) number of the train driver’s licence, which consists of the national code (EE), the type of document (71), the year of issue (four figures) and the sequence number (four figures);
6) date of issue;
7) period of validity;
8) name of the issuing authority;
9) photograph of the holder;
10) specimen of the holder’s signature;
11) additional information entered on the back of the train driver’s licence, i.e. the code for the train driver’s mother tongue(s), information on any medical restrictions, and other notes entered in the relevant space;
12) name of the doctor who issued the health certificate, the date of issue and the period of validity;
13) grounds for revoking the train driver’s licence, and the number and date of the order of the Director-General of the Technical Regulatory Authority.

(3) The following information concerning withdrawal, suspension and restoration of the right to drive rolling stock shall be entered in the database of train driver’s licences and certificates:

1) name of the authority that took the decision to withdraw or suspend the right to drive;
2) date of the decision to withdraw or suspend the right to drive;
3) grounds and time limit for withdrawing or suspending the right to drive;
4) grounds for and date of restoring the right to drive.

(4) The following information concerning certificates shall be entered in the database of train driver’s licences and certificates:

1) surname(s) of the holder of the certificate;
2) given name(s) of the holder of the certificate;
3) personal identification code and place of birth of the holder of the certificate;
4) date of issue of the certificate;
5) period of validity of the certificate;
6) name, registration number and address of the railway undertaking that issued the certificate;
7) reference number assigned to the employee by the employer, if such a number exists;
8) number of the certificate;
9) photograph of the holder;
10) signature of the holder;
11) permanent place of residence or postal address of the holder;
12) name, registration number and address of the railway undertaking or infrastructure manager for which the driver is authorised to drive trains;
13) category in which the holder is entitled to drive;
14) type or types of rolling stock which the holder is authorised to drive;
15) information on the area in which the holder is authorised to drive;
16) other additional information or restrictions;
17) language skills;
18) grounds for suspending or revoking the certificate, and the date of suspension or revocation.

(5) The following information concerning a train driver’s training and assessment of his or her knowledge shall be entered in the database of train driver’s licences and certificates:

1) name of the training institution, and the number and date of issue of its certificate;
2) results of periodic checks of the train driver’s language skills and knowledge of the railway infrastructure and rolling stock.

§ 7. Information to be entered in the database of safety certificates, operational safety certificates and safety authorisations

(1) The following information concerning safety certificates shall be entered in the database of safety certificates, operational safety certificates and safety authorisations:

1) name, registration number and address of the undertaking;
2) identification number of the safety certificate, and the date of issue and period of validity;
3) type of safety certificate, in accordance with Section 20 of the Railways Act;
4) type of operations by the holder of the safety certificate (freight operator or passenger carrier) and the routes operated;
5) status of the safety certificate: valid first, valid renewed, valid amended, invalid (suspended, cancelled);
6) information on the issuing body, and the number and date of the decision forming the basis for issuing the certificate.
(2) The following information concerning operational safety certificates shall be entered in the database of safety certificates, operational safety certificates and safety authorisations:
   1) name and registration number of the undertaking;
   2) identification number of the operational safety certificate, and the date of issue and period of validity;
   3) area of activity for which the operational safety certificate is issued;
   4) status of the operational safety certificate: valid first, valid renewed, valid amended, invalid (suspended, cancelled).

(3) The following information concerning safety authorisations shall be entered in the database of safety certificates, operational safety certificates and safety authorisations:
   1) name, registration number and address of the undertaking;
   2) identification number of the safety authorisation, and the date of issue and period of validity;
   3) type of safety authorisation;
   4) status of the safety authorisation: valid first, valid renewed, valid amended, invalid (suspended, cancelled);
   5) information on the issuing body, and the number and date of the decision forming the basis for the issue of the authorisation.

Division 2
Providers of information to the register, documents forming the basis for entries, and time limits

§ 8. Providers of information to the register

The persons and entities referred to in Section 69(1) of the Railways Act shall submit information to the register.

§ 9. Documents forming the basis for entering information in the register

(1) The basis for entering information about railway installations in the register and for changing or revoking a registration is the application referred to in Section 67(2) of the Railways Act.

(2) The basis for entering information about rolling stock in the register and for changing or revoking a registration is the application referred to in Section 67(2) of the Railways Act, to which the following shall be added:
   1) documents or copies of documents on how ownership or direct possession of the rolling stock was acquired;
   2) documents or copies of documents on the manufacturer, year of manufacture and technical data of the rolling stock (technical passport or a copy thereof);
   3) other documents or copies of documents certifying that the rolling stock meets the requirements that are in force;
   4) if an authorisation for placing in service has been issued in another Member State of the European Union, a copy of that authorisation;
   5) for goods wagons, a list of the wagons to be entered in the register;
   6) information concerning payment of the state fee.

(3) The basis for entering information about train driver’s licences and certificates in the register is one or more of the following documents:
   1) an application for a train driver’s licence or for renewal of a train driver’s licence;
   2) notification if a train driver’s licence is lost, stolen or destroyed or becomes unusable;
   3) an application for a duplicate train driver’s licence;
   4) a decision by the Technical Regulatory Authority concerning the issue of a train driver’s licence, changes to the information on a train driver’s licence, renewal or revocation of a train driver’s licence, or issue of a duplicate train driver’s licence;
   5) a decision by the Technical Regulatory Authority concerning suspension, withdrawal or restoration of the right to drive rolling stock;
   6) notification from the railway undertaking to the processor that it has entered information in the register concerning the issue of a certificate, changes to the information on a certificate, or renewal, suspension or revocation of a certificate;
   7) notification from the trainer or examiner of a train driver that he or she has entered information in the register concerning the train driver’s training and assessment of the train driver’s knowledge.

(4) The basis for entering information about a safety certificate, operational safety certificate or safety authorisation in the register is an application for the issue, amendment or renewal of the certificate or authorisation concerned, or a notice of information having changed, on the basis of which the information in the safety certificate, operational safety certificate or safety authorisation is not amended, and a decision by the Technical Regulatory Authority concerning the issue, amendment, renewal or revocation of the safety certificate, operational safety certificate or safety authorisation.
§ 10. Time limits for submitting information to the register

(1) The process of submitting to the register the information that is to be submitted when there are changes to information concerning a railway installation or rolling stock or of submitting to the register information concerning rolling stock not registered in the European Union shall be subject to the time limits set out in Section 691 of the Railways Act.

(2) When a train driver’s licence is issued, the information in a train driver’s licence changes, a train driver’s licence is renewed or revoked, a duplicate is issued, or the right to drive is suspended, withdrawn or restored, information shall be submitted to the register without delay once the corresponding decision has been taken.

(3) When a certificate is issued, the information in a certificate changes, or a certificate is renewed, suspended or revoked, information shall be submitted to the register in accordance with Section 451(6) of the Railways Act.

(4) Information concerning a safety certificate, safety authorisation or operational safety certificate shall be submitted to the register without delay once the corresponding decision is taken.

Division 3
Access to information in the register, archiving of information, and status of information in the register

§ 11. Access to information entered in the register

(1) Open data entered in the register shall be published on the processor’s website in machine-readable form, unless access restrictions have been laid down in an Act or in legislation enacted on the basis of an Act.

(2) The processor of the register shall issue information to persons and entities with access rights on the basis of a written application in accordance with the rules and time limit set out in the Public Information Act.

(3) As regards the information on train driver’s licences and certificates, the persons with access rights are the train driver himself or herself in respect of the information on the train driver’s licence or certificate issued to him or her, the railway undertaking for which the train driver works or will be starting to work in respect of the information on the train driver’s licence or certificate issued to that train driver, and the competent authority of another Member State if a duly justified request is submitted.

(4) The processor of the register shall remove access to incorrect information in the register or to information where doubts have arisen as to its accuracy, until such time as the correct information is entered in the register or the questionable information is proven to be accurate.

§ 12. Exchange of information with other databases

Information shall be exchanged with other databases by means of the state information system data exchange layer, in accordance with the legislation enacted on the basis of Section 439(1)(5) of the Public Information Act.

§ 13. Archiving of information

(1) Information held in the register and the documents forming the basis for its entry in the register shall be archived within 10 working days of the time at which they become unnecessary.

(2) Such archived information and documents shall be stored for 50 years.

§ 14. Status of information about railway installations in the register

(1) Information about railway installations in the register has active status.

(2) If a notice in accordance with Section 67(2) of the Railways Act about the non-use of a railway installation is submitted to the Technical Regulatory Authority, the information on the railway installation in the register has passive status.

(3) If a notice in accordance with Section 67(2) of the Railways Act about the return to use of a railway installation is submitted to the Technical Regulatory Authority together with an inspection report on the railway installation’s compliance with the requirements, and if the railway installation being returned to use meets the requirements, the information about the railway installation shall be restored to active status.
Division 4
Monitoring maintenance of the register, funding maintenance of the register, and cessation of activities

§ 15. Monitoring maintenance of the register

(1) Maintenance of the register shall be monitored by the processor of the register, the Estonian Data Protection Inspectorate and the Estonian Information System Authority, in accordance with their responsibilities.

(2) The accuracy of the information in the register shall be monitored by the Technical Regulatory Authority. In accordance with Section 69(2) of the Railways Act, responsibility for the accuracy of information submitted to the register shall lie with the person or entity that submits the information.

(3) In order to check the accuracy of information entered in the register and to ensure the integrity of the information, the processor of the register shall be entitled to make further enquiries of the person or entity that submitted the information and to obtain information from other state and local government databases.

§ 16. Funding maintenance of the register

Maintenance of the register shall be funded from the state budget using the means allocated to the processor of the register to that end.

Chapter 3
Implementing provisions

§ 17. Entry in the register of technical information concerning railway installations and of information concerning train driver’s certificates

(1) The information referred to in Section 4(2)-(14) shall be submitted to the Technical Regulatory Authority for entry in the register within six months as of the entry into force of this Regulation.

(2) The information referred to in Section 6(4) and (5) shall be submitted to the Technical Regulatory Authority for entry in the register within six months as of the entry into force of this Regulation.

§ 18. Repeal of Regulation

Government of the Republic Regulation No 74 of 18 March 2004 on the establishment of a national railway traffic register and the rules and procedures for maintenance of the register (Riikliku raudteeliiklusregistri asutamine ja registri pidamise põhimäärus) is repealed.


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