



International Rail Transport Committee  
Comité international des transports ferroviaires  
Internationales Eisenbahntransportkomitee

# **GLV-CIM**

## **CIM Consignment Note Manual (GLV CIM)**

of 1 January 2017

### **Amendment 2 dated 1<sup>st</sup> July 2019**

This amendment contains:

- replacement pages 1/2
- replacement pages 25-33 to Appendix 2

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Edition 1 July 2019

# **CIM Consignment Note Manual (GLV-CIM)**

Applicable with effect from 1 January 2017



## Explanatory notes on the content of the consignment note

### 1 Languages

The consignment note is to be printed in one or more languages of which one must be either English, or French or German. The consignor and carrier may agree alternative arrangements.

The consignment note is to be completed in one or more languages of which one must be either English, or French or German. The consignor and carrier may agree alternative arrangements. For consignments subject to the RID, only the states involved in the movement may agree alternative arrangements.

### 2 Boxes on the consignment note and their content

Notes:

- Except where otherwise agreed between the consignor and carrier, boxes 1 to 30 are to be filled out by the consignor.
- If the space within a box is inadequate and the edge of the box is marked with a dotted line, the entry may be continued outside the box. The clarity of entries within the boxes encroached on must not be compromised. When there is still inadequate space even after doing so, supplementary sheets must be used. These supplementary sheets will become an integral part of the consignment note and must be the same size as the consignment note and be produced in the same quantity as the consignment note has sheets. In addition to the data for which there has been no space on the consignment note, the consignment number and the date of acceptance of the goods must be entered on these supplementary sheets. A reference to these supplementary sheets in the consignment note is also necessary.
- The informations in boxes 7, 13, 14, 55, 56 and 57 are entered in codes and partly in plain text. To avoid ambiguity, in all correspondence the code values must be identified by their box number (for example code 1 in box 7 must be described as 'code 7.1').
- Status:
  - . M = mandatory information
  - . C = conditional information (mandatory if the condition is satisfied)
  - . O = optional information
- Bilateral or multilateral agreements between carriers may provide for wagons carrying specific traffic not to be sealed. Where that has been agreed it is to be documented using code 16 in box 7 of the consignment note.

| Box No | Data status | Data  |
|--------|-------------|---|
| 1      | M           | <b>Consignor:</b> Name, postal address (including country code in accordance with ISO 3166), signature and where possible, telephone or fax number (with international prefix) or e-mail address of the consignor. The signature is to be replaced by the consignment number shown in box 62 (see Article 6 § 3 CIM) unless specially agreed otherwise between the consignor and carrier.<br>For goods moving between the Member States of the European Union, the consignor should also provide his VAT registration number if he has one. |

| Box No | Data status | Data  |
|--------|-------------|---|
| 2      | O           | <b>Customer code for the consignor</b><br>If the customer code is missing, it may be entered by the carrier.  |
| 3      | O           | <b>Customer code for the payer of pre-paid charges</b> if not the consignor.<br>If the customer code is missing, it may be entered if it can be inferred from information entered in boxes 13 or 14.  |
| 4      | M           | <b>Consignee:</b> Name, postal address (including country code in accordance with ISO 3166) and if possible the telephone or fax number or e-mail address of the consignee.<br>For goods moving between the Member States of the European Union, the consignor should also provide the VAT registration number of the consignee if he has one and if the consignor knows it.  |
| 5      | O           | <b>Customer code for the consignee.</b><br>If the customer code is missing, it may be entered by the carrier.   |
| 6      | O           | <b>Customer code for the payer of non-pre-paid charges</b> if not the consignee.<br>If the customer code is missing, it may be entered by the carrier if it can be inferred from information entered in boxes 13 or 14.   |
| 7      | C           | <b>Consignor's declarations</b> committing the carrier. If codes 1, 2, 6, 7, 8 and 24 are used enter the code and its meaning. For other codes just enter the code and the additional information which is necessary.<br>Code Meaning<br>1 Consignee not-authorized to take control of the goods<br>2 Authorised consignee (within the meaning of customs law)<br>3 Escort(s) ... [family and first name(s)]<br>4 Filled mass [weight] in kg ... [for gas tank wagons refilled without having been cleaned – see RID paragraph 5.4.1.2.2 (c)]<br>5 Emergency telephone number for irregularities or accidents with dangerous goods<br>6 Not to be passed to a substitute carrier<br>7 Loading by the carrier<br><br>8 Unloading by the carrier<br>9 Agreed transit period: ...<br>10 Completion of administrative formalities: ...<br>[Details of the documents which will be made available to the carrier by a precisely specified official body or a contractually agreed body and of the location at which these will be available to the carrier – see Article 15 § 1 CIM. The documents are to be indicated in code and in plain text on paper consignment notes, only in code on electronic consignment notes. Additional information may be entered in a free text area for each code. The UN/EDIFACT 1001 list of codes ( <a href="http://www.unece.org">www.unece.org</a> ) is to be used to code accompanying documents],<br>... (further remarks – see Article 15 § 4 CIM).<br>11 Exceptional consignment: ... (reference number for each of the carriers/infrastructure managers involved )<br>12 Number of flat pallets marked EUR and exchangeable in the European Pallet Pool<br>13 Number of box-pallets marked EUR and exchangeable in the European Box-Pallet Pool<br>14 If the carrier's wagon sheets are used: number of sheets, abbreviation for the carrier and wagon sheet number(s)<br>15 If the carrier's straps are used: number of straps and abbreviation for the carrier<br>16 Other declarations: ... [designation of a representative, designation of a sub-contracting carrier, request for attention to be given to the consignment en route, <i>indication of waste consignments (requiring mandatory notification)</i> , etc.] <sup>12</sup><br>24 Dangerous goods packed in limited quantities the total gross mass of which exceeds eight tonnes per wagon or UTI |
| 8      | O           | <b>Consignor's reference</b>  |
| 9      | C           | <b>Documents attached:</b> listing of all the accompanying documents required for carriage which are attached to the consignment note. If carriage of dangerous goods in wagons or in large containers includes a section by sea, a container/vehicle packing certificate in accordance with paragraph 5.4.2 RID/Appendix 2 SMGS/IMDG Code is to be attached<br>For the paper consignment note: details of supplementary sheets. When the consignor uses a form for the multimodal transport of dangerous goods in accordance with RID section 5.4.5, it is to be treated as a supplementary sheet.<br>The documents are to be indicated in code and in plain text on the paper consignment note, only in code on the electronic consignment note.<br>Additional information may be entered in a free text area for each code. The UN/DIFACT 1001 list of codes ( <a href="http://www.unece.org">www.unece.org</a> ) is to be used to code accompanying documents.  |

| Box No | Data status          | Data   |
|--------|----------------------|--|
| 10     | M                    | <b>Delivery point</b> , supplemented by details of the destination station in accordance with DIUM and country in accordance with the appendix to UIC leaflet 920-14.  |
| 11     | O                    | <b>Code for the delivery point.</b><br>If the code is missing it may be entered by the carrier   |
| 12     | M                    | <b>Code for the station servicing the delivery point.</b><br>International code in accordance with DIUM for the station serving the delivery point for the goods. If the code is missing, it must be entered by the carrier.   |
| 13     | C                    | <b>Commercial specification</b><br>Code Meaning<br>1 Route ...<br>2 Traffic flow ...<br>3 Carriers mandated to perform the carriage, section, status<br>4 Defined frontier stations ... (for exceptional consignments)<br>5 Other conditions requested ... (for example, EDI contract number if an electronic consignment note is used or the numbers of other customer agreements or tariffs <i>in the shape of the carrier for which a further customer agreement of tariff applies (undertaking code in accordance with the list of carrier codes: <a href="https://cit-rail.org/en/additional/list-of-codes-for-undertakings/">https://cit-rail.org/en/additional/list-of-codes-for-undertakings/</a>) – Number of applicable customer agreement or tariff.</i><br><i>The 13</i> number of the customer agreement/tariff which covers the section performed by the carrier who first takes charge of the goods is shown in box 14. |
| 14     | C                    | <b>Number of customer agreement or tariff:</b> Number of the customer agreement or tariff, which covers the section performed by the carrier who first takes charge of the goods, preceded by the identifier code 1 for customer agreements and 2 for tariffs.   |
| 15     | O                    | <b>Information for the consignee:</b> Information from the consignor to the consignee relating to the consignment. This information is not to commit the carrier.  |
| 16     | M                    | <b>Acceptance:</b> Point (including station code in accordance with DIUM and country code in accordance with the appendix to UIC leaflet 920-14), date and time (month, day and hour) at which the goods were accepted. The station and country may be given in plain text on paper consignment notes. Note: When details of the actual acceptance differ from those given by the consignor, the carrier who has accepted the goods is to note the discrepancy in box 56 (Carrier's declarations).   |
| 17     | O                    | <b>Code for the acceptance point:</b> The carrier is to provide the consignor with the code in the customer agreement. If the code is missing, it may be entered by the carrier.   |
| 18     | C                    | <b>Wagon No:</b> Wagon number, where the consignment is a full wagon load. The wagon type may be inferred from the wagon number. Also see the entry for <a href="#">box 30</a> .   |
| 19     | C                    | <b>Sectional invoicing:</b> If part or all of the journey is to be invoiced separately by a carrier other than the forwarding or destination carrier, enter the code for the carrier in accordance with the list of carrier codes ( <a href="http://www.cit-rail.org">www.cit-rail.org</a> ) or the country code in accordance with the appendix to UIC leaflet 920-14 in the left-hand column to indicate the section to be invoiced; enter the code for the carrier who is to invoice the amount in question in the right-hand column.   |
| 20     | C                    | <b>Payment instructions:</b> Instructions for the payment of charges in accordance with <a href="#">point 5.2</a> of this manual.<br>Absence of instructions is to mean that the charges will be paid by the consignor.  |
| 21     | C<br><br>C<br>C<br>C | <b>CIM consignment note:</b><br><b>Description of the goods:</b><br>- Carriage in wagon loads:<br><ul style="list-style-type: none"> <li>• number of wagons [tally number] when they are loaded and consigned as means of transport</li> <li>• numbers of the wagons [painted numbers] when they are consigned as goods, also see the entry for <a href="#">box 30</a>.</li> </ul> - Tally number and types of UTIs.<br>- Number of packages, particular marks and numbers needed to identify less-than-wagonload consignments.<br>- Alphabetic code for the nature of the packaging in accordance with UNECE recommendation No 21 ( <a href="http://www.unece.org">www.unece.org</a> ). On paper consignment notes the nature of the packaging may be given in plain text.  |

| Box No | Data status   | Data  |
|--------|---|---|
| (21)   | M<br>M<br><br>C<br>C<br>C<br>C<br><br>C<br><br>C<br><br>O | <ul style="list-style-type: none"> <li>- Description of the goods, for dangerous goods, the information required by section 5.4.1 RID.</li> <li>- If carriage of dangerous goods includes a section by sea the transport document must contain a declaration in accordance with section 5.4.1.6 IMDG Code. Furthermore, in accordance with section 5.4.1 IMDG Code additional information may be necessary, such as, for example: <ul style="list-style-type: none"> <li>• the description 'MARINE POLLUTANT' or as an alternative 'MARINE POLLUTANT/ENVIRONMENTALLY HAZARDOUS' for substances for which in column (4) of the list of dangerous goods in Chapter 3.2 IMDG Code a 'P' is given;</li> <li>• details of the lowest flash-point in brackets when the dangerous goods to be carried have a flashpoint of 60°C or below [in °C closed cup];</li> <li>• the description 'LIMITED QUANTITIES' or 'LTD QTY' when dangerous goods are carried in limited quantities in accordance with Chapter 3.4 RID/Appendix 2 SMGS/IMDG Code.</li> </ul> </li> <li>- The multimodal dangerous goods form shown in paragraph 5.4.5 RID/Appendix 2 SMGS/IMDG Code for multimodal carriage of dangerous goods contains the declaration defined in section 5.4.1.6 IMDG Code and described above. The form therefore satisfies the requirements for the transport document in accordance with paragraph 5.4.1 RID/Appendix 2 SMGS together with those of the container/vehicle packing certificate in accordance with paragraph 5.4.2 RID/Appendix 2 SMGS/Code IMDG.</li> <li>- Harmonised System code number (<a href="http://www.wcoomd.org">www.wcoomd.org</a>) for the goods when required by customs law.</li> <li>- The consignor must also provide a description of the seals which he has fixed to the wagon or UTI and indicate how many there are.</li> <li>- A label is to be fixed or a pictogram stamped if goods are subject to a transit procedure.</li> <li>- Master Reference Number (MRN) required by customs law for wagons and UTI, supplemented by <ul style="list-style-type: none"> <li>• 'E MRN' if an export declaration has been lodged *)</li> <li>• 'T MRN' if a transit declaration has been lodged *)</li> <li>• "TS MRN" if a transit declaration with security data has been lodged *)</li> <li>• 'EXS MRN' if the exit summary declaration has been made separately by the consignor</li> <li>• 'ENS MRN' if the entry summary declaration has been made separately by the consignor</li> </ul> *) The accompanying document has to be mentioned in box 9. </li> <li>- Administrative Reference Code (ARC) required by excise law for wagons and UTI, supplemented by <ul style="list-style-type: none"> <li>• 'ARC' *)</li> </ul> *) The accompanying document has to be mentioned in box 9. </li> <li>- The remark 'EXPORT' if the export formalities for the wagon or UTI have been completed at the customs office of exit of the place where the goods are accepted for carriage in accordance with Article 329 para. 7 of Commission Implementing Regulation (EU) 2015/2447.</li> <li>- <i>If agreed with the carrier:</i><br/> <i>Customs procedure code (code signifying the type and identification of customs procedure), as agreed.<sup>14</sup></i> </li> </ul> <p><b><u>CIM consignment note for combined transport:</u></b><br/> <b><u>No of UTI/ Type of UTI/ Length of UTI/Net mass [weight] of UTI/ Tare of UTI</u></b></p> <p><b>Description of the goods:</b></p> <ul style="list-style-type: none"> <li>- No of the UTI,</li> <li>- type code for the UTI,</li> <li>- length of the UTI,</li> <li>- net mass [weight] of the contents of the UTI,</li> <li>- tare of the UTI,</li> <li>- description of the goods; for dangerous goods, the details required by the RID,</li> <li>- If carriage of dangerous goods includes a section by sea the transport document must contain a declaration in accordance with section 5.4.1.6 IMDG Code. Furthermore, in accordance with section 5.4.1 IMDG Code additional information may be necessary, such as, for example:</li> </ul> |

<sup>14</sup> Amendment No 1 from 1<sup>st</sup> January 2019

| Box No | Data status                          | Data  |
|--------|--------------------------------------|---|
| (21)   | C<br>C<br>C<br>O<br>C<br>C<br>C<br>C | <ul style="list-style-type: none"> <li>• the description 'MARINE POLLUTANT' or as an alternative 'MARINE POLLUTANT/ENVIRONMENTALLY HAZARDOUS' for substances for which in column (4) of the list of dangerous goods in Chapter 3.2 IMDG Code a 'P' is given;</li> <li>• details of the lowest flash-point in brackets when the dangerous goods to be carried have a flashpoint of 60°C or below [in °C closed cup];</li> <li>• the description 'LIMITED QUANTITIES' or 'LTD QTY' when dangerous goods are carried in limited quantities in accordance with Chapter 3.4 RID/Appendix 2 SMGS/IMDG Code.</li> </ul> <p>- The multimodal dangerous goods form shown in paragraph 5.4.5 RID/Appendix 2 SMGS/IMDG Code for multimodal carriage of dangerous goods contains the declaration defined in section 5.4.1.6 IMDG Code and described above. The form therefore satisfies the requirements for the transport document in accordance with paragraph 5.4.1 RID/Appendix 2 SMGS together with those of the container/vehicle packing certificate in accordance with paragraph 5.4.2 RID/Appendix 2 SMGS/Code IMDG.</p> <p>- Harmonised System (HS) code number (<a href="http://www.wcoomd.org">www.wcoomd.org</a>) for the goods when required by customs law,</p> <p>- Number of the wagon when it has been consigned as goods – also see the explanatory note to <a href="#">box 30</a>.</p> <p>- Identity numbers of the seals attached to the UTI by the consignor,</p> <p>- References relating to the UTI,</p> <p>- A label is to be fixed or a pictogram stamped if goods are subject to a transit procedure,</p> <p>- Master Reference Number (MRN) required by customs law for wagons and UTI, supplemented by</p> <ul style="list-style-type: none"> <li>• 'E MRN' if an export declaration has been lodged *),</li> <li>• 'T MRN' if a transit declaration has been lodged *),</li> <li>• 'TS MRN' if a transit declaration with security data has been lodged *),</li> <li>• 'EXS MRN' if the exit summary declaration has been made separately by the consignor,</li> <li>• 'ENS MRN' if the entry summary declaration has been made separately by the consignor.</li> </ul> <p>*) The accompanying document has to be mentioned in box 9.</p> <p>- Administrative Reference Code (ARC) required by excise law for wagons and UTI, supplemented by</p> <ul style="list-style-type: none"> <li>• 'ARC' *),</li> </ul> <p>*) The accompanying document has to be mentioned in box 9.</p> <p>- The remark 'EXPORT' if the export formalities for the wagon or UTI have been completed at the customs office of exit of the place where the goods are accepted for carriage in accordance with Article 329 para. 7 of Commission Implementing Regulation (EU) 2015/2447.</p> |
| 22     | C                                    | <b>Exceptional consignment:</b> Insert a cross when the provisions for the international carriage of exceptional consignments require that.   |
| 23     | C                                    | <b>RID:</b> Insert a cross when the goods are subject to the RID.   |
| 24     | M                                    | <b>NHM code</b> 6-digit NHM code for the goods ( <a href="http://www.uic.org">www.uic.org</a> ). For combined traffic, the NHM code for the UTI may be used <sup>15</sup>   |
| 25     | M                                    | <p><b>CIM consignment note:</b></p> <p><b>Mass [weight]:</b> Indicate</p> <ul style="list-style-type: none"> <li>- the gross mass of the goods (including packaging) or the quantity of the goods expressed by other means, separately by NHM code,</li> <li>- the tare of UTI, loading tackle, and exchangeable and non exchangeable equipment,</li> <li>- the total mass of the consignment.</li> </ul> <p><b>CIM consignment note for combined transport:</b></p> <p><b>Mass [weight]:</b> Indicate</p> <ul style="list-style-type: none"> <li>- the gross mass of UTI 1</li> <li>- the gross mass of UTI 2</li> <li>- the total mass of the consignment.</li> </ul>   |
| 26     | C                                    | <b>Declaration of value:</b> Details of the value of the goods and the currency code in accordance with <a href="#">Appendix 10</a> when the value exceeds the limit given in Article 30 § 2 CIM.   |
| 27     | C                                    | <b>Interest in delivery:</b> Details of the amount and currency code in accordance with <a href="#">Appendix 10</a> of a special interest in delivery.  |

<sup>15</sup> In such a case, it is for the consignor (a combined transport operator) to make the declarations necessary to customs and accept liability for their accuracy.

| Box No | Data status | Data   |
|--------|-------------|--|
| 28     | C           | <b>Cash on delivery:</b> Details of the amount to be collected on delivery and the currency code in accordance with <a href="#">Appendix 10</a> .  |
| 29     | M           | <b>Place and date completed:</b> Place and date (year, month, day) at which the consignment note was made out.   |
| 30     | M           | <b>Description of the document:</b> Mark the CIM box with a cross (the document is only used as a CUV wagon note when an empty wagon is subject to a CUV contract for use).<br>When the consignment consists only of the goods, the wagon number is only entered in box 18. The wagon is then subject to a CUV contract of use.<br>When the consignment consists of the goods and the wagon or when an empty wagon is consigned <b>as goods</b> , the wagon number is shown in boxes 18 and 21. The wagon is not then subject to a CUV contract of use; however see point 2 para. 3 <a href="#">GLW-CUV</a> .<br>If wagons and goods subject to the CIM are consigned together with empty wagons moving as means of transport under the CUV, then at least the 'CIM box must be crossed on the consignment note. The following remark must be made in box 21: This CIM consignment note takes effect as a CUV consignment note for those wagons marked with NHM code 9921.xx or 9922.xx on the wagon list.<br>Reference clauses (to the left of box 30): these clauses are pre-printed on the paper consignment note and stored in the electronic consignment note record. |
| 40     | O           | <b>Coding box 1:</b> 6 character box to be used by the forwarding carrier. If necessary, a train number may be entered.  |
| 41     | O           | <b>Coding box 2:</b> 4 character box to be used by the forwarding carrier.   |
| 42     | O           | <b>Coding box 3:</b> 4 character box to be used by the forwarding carrier.   |
| 43     | O           | <b>Coding box 4:</b> 4 character box to be used by the forwarding carrier.   |
| 44     | O           | <b>Coding box 5:</b> 6 character box to be used by the destination carrier. If necessary, a train number may be entered.   |
| 45     | O           | <b>Coding box 6:</b> 4 character box to be used by the destination carrier.  |
| 46     | O           | <b>Coding box 7:</b> 4 character box to be used by the destination carrier.  |
| 47     | O           | <b>Coding box 8:</b> 4 character box to be used by the destination carrier.  |
| 48     | C           | <b>Examination:</b> Details of the results of the examination and of the carrier undertaking it in accordance with the list of carrier codes ( <a href="http://www.cit-rail.org">www.cit-rail.org</a> ) (see Article 11 §§ 2 and 3 CIM).   |
| 49     | M           | <b>Prepayment coding:</b> Coding of the instructions for the payment of charges in accordance with UIC leaflet 920-7 (2 characters for the instruction on payment, 5 x 2 characters for the codes for the charges to be paid by the consignor, 2 characters for the country code + 6 characters for the station code (up to ....)).  |
| 50     | M           | <b>Route:</b> Details of the actual route using codes in accordance with UIC leaflet 920-5. These codes may be supplemented by the route in plain text.<br>Where there have been circumstances preventing carriage, indicate the new route as necessary with the endorsement 'Diverted because of....'.  |
| 51     | C           | <b>Customs procedures:</b> Name and code for the station in accordance with DIUM in which the formalities required by customs and other administrative authorities are to be undertaken.   |
| 52     | C           | <b>Charges note:</b><br>- Insert a cross if the charges note is attached to the consignment note.<br>- Indicate the date on which the charges note was returned (month, day).  |
| 53     | C           | <b>Notification of payment No:</b> State:<br>- the number of the notification of payment<br>- the date of its return (month, date).  |
| 54     | C           | <b>Formal report:</b> Number of the report form, the date it was made out (month, day), and the code of the carrier who made it out in accordance with the list of carrier codes ( <a href="http://www.cit-rail.org">www.cit-rail.org</a> ).   |
| 55     | C           | <b>Extension of transit period:</b> Where the transit period is extended in accordance with Article 16 § 4 CIM, enter the code for the cause, the beginning and the end (month, day, hour) and the location of the extension:<br>1 Completion of formalities required by customs or other administrative authorities (Article 15 CIM)<br>2 Examination of the consignment (Article 11 CIM)<br>3 Amendment of the contract of carriage (Article 18 CIM)<br>4 Circumstances preventing carriage (Article 20 CIM)<br>5 Circumstances preventing delivery (Article 21 CIM)<br>6 Attention to be given to the consignment<br>7 Rectification of the load following unsatisfactory loading by the consignor<br>8 Transshipment following unsatisfactory loading by the consignor<br>9 Other causes:...   |

| Box No   | Data status   | Data  |      |         |   |                   |   |  |   |  |       |  |     |   |     |                               |     |                           |     |                              |   |                         |   |  |   |                           |   |  |  |  |     |                     |     |                               |     |   |    |   |    |   |    |  |
|--|---|---|------|---------|---|-------------------|---|--|---|--|-------|--|-----|---|-----|-------------------------------|-----|---------------------------|-----|------------------------------|---|-------------------------|---|--|---|---------------------------|---|--|--|--|-----|---------------------|-----|-------------------------------|-----|---|----|---|----|---|----|--|
| 56   | C   | <p><b>Carrier's declarations:</b> As applicable, declarations by the carrier such as</p> <ul style="list-style-type: none"> <li>- the number of the authorisation to load,</li> <li>- load limit,</li> <li>- reservations with reasons,</li> <li>- point, date and time at which the goods were accepted if they differ from the information given by the consignor in box 16,</li> <li>- agreed transit period if the details given by the consignor in box 7 are not correct,</li> <li>- name and address of the carrier to whom the goods have been actually handed over if not the contractual carrier.</li> <li>- Mixed system for the electronic consignment note: <ul style="list-style-type: none"> <li>• printouts created in ...[location]... by ...[carrier code] or</li> <li>• conversion into electronic data in ...[location]... by ...[carrier code].<sup>16</sup></li> </ul> </li> </ul> <p><b>C</b></p> <p><i>Reservations with reasons</i> are to be entered in code (see the table below), in the following manner: 'reservation with reason No ...'. When codes 2, 3, 4, 11 and 12 are used, details of the reservation must be given.</p> <table border="0"> <tr> <td>Code</td> <td>Meaning</td> </tr> <tr> <td>1</td> <td>Without packaging</td> </tr> <tr> <td>2</td> <td>Unsatisfactory packaging: ... (give details)</td> </tr> <tr> <td>3</td> <td>Inadequate packaging: ... (give details)</td> </tr> <tr> <td colspan="2">Goods</td> </tr> <tr> <td>4.1</td> <td>- clearly in poor condition: ... (give details)</td> </tr> <tr> <td>4.2</td> <td>- damaged: ... (give details)</td> </tr> <tr> <td>4.3</td> <td>- wet: ... (give details)</td> </tr> <tr> <td>4.4</td> <td>- frozen: ... (give details)</td> </tr> <tr> <td>5</td> <td>Loaded by the consignor</td> </tr> <tr> <td>6</td> <td>Loaded by the carrier in inclement weather at the request of the consignor</td> </tr> <tr> <td>7</td> <td>Unloaded by the consignee</td> </tr> <tr> <td>8</td> <td>Unloaded by the carrier in inclement weather at the request of the consignee</td> </tr> <tr> <td colspan="2">Impossible to make the examination in accordance with Article 11 § 3 CIM, because of</td> </tr> <tr> <td>9.1</td> <td>- inclement weather</td> </tr> <tr> <td>9.2</td> <td>- sealing of the wagon or UTI</td> </tr> <tr> <td>9.3</td> <td>- load in the wagon or UTI inaccessible</td> </tr> <tr> <td>10</td> <td>Request for examination in accordance with Article 11 § 3 CIM presented late by the consignor</td> </tr> <tr> <td>11</td> <td>Examination not made because of a shortage of resources: ... (give details)</td> </tr> <tr> <td>12</td> <td>Other reservations: ... (give details)</td> </tr> </table> | Code | Meaning | 1 | Without packaging | 2 | Unsatisfactory packaging: ... (give details) | 3 | Inadequate packaging: ... (give details) | Goods |  | 4.1 | - clearly in poor condition: ... (give details) | 4.2 | - damaged: ... (give details) | 4.3 | - wet: ... (give details) | 4.4 | - frozen: ... (give details) | 5 | Loaded by the consignor | 6 | Loaded by the carrier in inclement weather at the request of the consignor | 7 | Unloaded by the consignee | 8 | Unloaded by the carrier in inclement weather at the request of the consignee | Impossible to make the examination in accordance with Article 11 § 3 CIM, because of |  | 9.1 | - inclement weather | 9.2 | - sealing of the wagon or UTI | 9.3 | - load in the wagon or UTI inaccessible | 10 | Request for examination in accordance with Article 11 § 3 CIM presented late by the consignor | 11 | Examination not made because of a shortage of resources: ... (give details) | 12 | Other reservations: ... (give details) |
| Code   | Meaning   |   |      |         |   |                   |   |  |   |  |       |  |     |   |     |                               |     |                           |     |                              |   |                         |   |  |   |                           |   |  |  |  |     |                     |     |                               |     |   |    |   |    |   |    |  |
| 1  | Without packaging   |   |      |         |   |                   |   |  |   |  |       |  |     |   |     |                               |     |                           |     |                              |   |                         |   |  |   |                           |   |  |  |  |     |                     |     |                               |     |   |    |   |    |   |    |  |
| 2  | Unsatisfactory packaging: ... (give details)  |   |      |         |   |                   |   |  |   |  |       |  |     |   |     |                               |     |                           |     |                              |   |                         |   |  |   |                           |   |  |  |  |     |                     |     |                               |     |   |    |   |    |   |    |  |
| 3  | Inadequate packaging: ... (give details)  |   |      |         |   |                   |   |  |   |  |       |  |     |   |     |                               |     |                           |     |                              |   |                         |   |  |   |                           |   |  |  |  |     |                     |     |                               |     |   |    |   |    |   |    |  |
| Goods  |   |   |      |         |   |                   |   |  |   |  |       |  |     |   |     |                               |     |                           |     |                              |   |                         |   |  |   |                           |   |  |  |  |     |                     |     |                               |     |   |    |   |    |   |    |  |
| 4.1  | - clearly in poor condition: ... (give details)   |   |      |         |   |                   |   |  |   |  |       |  |     |   |     |                               |     |                           |     |                              |   |                         |   |  |   |                           |   |  |  |  |     |                     |     |                               |     |   |    |   |    |   |    |  |
| 4.2  | - damaged: ... (give details)   |   |      |         |   |                   |   |  |   |  |       |  |     |   |     |                               |     |                           |     |                              |   |                         |   |  |   |                           |   |  |  |  |     |                     |     |                               |     |   |    |   |    |   |    |  |
| 4.3  | - wet: ... (give details)   |   |      |         |   |                   |   |  |   |  |       |  |     |   |     |                               |     |                           |     |                              |   |                         |   |  |   |                           |   |  |  |  |     |                     |     |                               |     |   |    |   |    |   |    |  |
| 4.4  | - frozen: ... (give details)  |   |      |         |   |                   |   |  |   |  |       |  |     |   |     |                               |     |                           |     |                              |   |                         |   |  |   |                           |   |  |  |  |     |                     |     |                               |     |   |    |   |    |   |    |  |
| 5  | Loaded by the consignor   |   |      |         |   |                   |   |  |   |  |       |  |     |   |     |                               |     |                           |     |                              |   |                         |   |  |   |                           |   |  |  |  |     |                     |     |                               |     |   |    |   |    |   |    |  |
| 6  | Loaded by the carrier in inclement weather at the request of the consignor                    |   |      |         |   |                   |   |  |   |  |       |  |     |   |     |                               |     |                           |     |                              |   |                         |   |  |   |                           |   |  |  |  |     |                     |     |                               |     |   |    |   |    |   |    |  |
| 7  | Unloaded by the consignee   |   |      |         |   |                   |   |  |   |  |       |  |     |   |     |                               |     |                           |     |                              |   |                         |   |  |   |                           |   |  |  |  |     |                     |     |                               |     |   |    |   |    |   |    |  |
| 8  | Unloaded by the carrier in inclement weather at the request of the consignee                  |   |      |         |   |                   |   |  |   |  |       |  |     |   |     |                               |     |                           |     |                              |   |                         |   |  |   |                           |   |  |  |  |     |                     |     |                               |     |   |    |   |    |   |    |  |
| Impossible to make the examination in accordance with Article 11 § 3 CIM, because of |   |   |      |         |   |                   |   |  |   |  |       |  |     |   |     |                               |     |                           |     |                              |   |                         |   |  |   |                           |   |  |  |  |     |                     |     |                               |     |   |    |   |    |   |    |  |
| 9.1  | - inclement weather   |   |      |         |   |                   |   |  |   |  |       |  |     |   |     |                               |     |                           |     |                              |   |                         |   |  |   |                           |   |  |  |  |     |                     |     |                               |     |   |    |   |    |   |    |  |
| 9.2  | - sealing of the wagon or UTI   |   |      |         |   |                   |   |  |   |  |       |  |     |   |     |                               |     |                           |     |                              |   |                         |   |  |   |                           |   |  |  |  |     |                     |     |                               |     |   |    |   |    |   |    |  |
| 9.3  | - load in the wagon or UTI inaccessible   |   |      |         |   |                   |   |  |   |  |       |  |     |   |     |                               |     |                           |     |                              |   |                         |   |  |   |                           |   |  |  |  |     |                     |     |                               |     |   |    |   |    |   |    |  |
| 10   | Request for examination in accordance with Article 11 § 3 CIM presented late by the consignor |   |      |         |   |                   |   |  |   |  |       |  |     |   |     |                               |     |                           |     |                              |   |                         |   |  |   |                           |   |  |  |  |     |                     |     |                               |     |   |    |   |    |   |    |  |
| 11   | Examination not made because of a shortage of resources: ... (give details)                   |   |      |         |   |                   |   |  |   |  |       |  |     |   |     |                               |     |                           |     |                              |   |                         |   |  |   |                           |   |  |  |  |     |                     |     |                               |     |   |    |   |    |   |    |  |
| 12   | Other reservations: ... (give details)  |   |      |         |   |                   |   |  |   |  |       |  |     |   |     |                               |     |                           |     |                              |   |                         |   |  |   |                           |   |  |  |  |     |                     |     |                               |     |   |    |   |    |   |    |  |
| 57   | C   | <p><b>Other carriers:</b> Undertaking code in accordance with the list of carrier codes (<a href="http://www.cit-rail.org">www.cit-rail.org</a>) and optionally name and postal address in plain text of carriers other than the contractual carrier; section to be performed, in code in accordance with DIUM and optionally in plain text <i>and, if applicable, the number of the contract for sub-contracted carriage concluded with a substitute carrier, or the number of the customer agreement or tariff in place with a successive carrier;</i><sup>17</sup> status of carriers (1° = successive carrier, 2° = substitute carrier).</p> <p>This box is to be filled out by the forwarding carrier but only if carriers other than the contractual carrier participate in the carriage.</p>   |      |         |   |                   |   |  |   |  |       |  |     |   |     |                               |     |                           |     |                              |   |                         |   |  |   |                           |   |  |  |  |     |                     |     |                               |     |   |    |   |    |   |    |  |
| 58   | M   | <p><b>a) Contractual carrier:</b> Undertaking code in accordance with the list of carrier codes (<a href="http://www.cit-rail.org">www.cit-rail.org</a>) and optionally name and postal address in plain text of the contractual carrier plus signature. The signature is to be replaced by the consignment number shown in box 62 (see Article 6 § 3 CIM) unless specially agreed otherwise between the consignor and carrier.</p> <p><b>C</b></p> <p><b>b) Simplified transit procedure for rail:</b> By marking a cross in the box, the contractual carrier having his registered office in the European Union (EU) or in another contracting party of the EU-EFTA Convention on a Common Transit Procedure, requests that the simplified transit procedure for rail defined in Articles 25 and 30 to 44 of <a href="http://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:32016R0341">Commission Delegated Regulation (EU) 2016/341</a>, or the corresponding provisions of the EU-EFTA Convention on a Common Transit Procedure, be applied. He thus certifies that all the carriers taking part in the carriage including, if applicable, substitute carriers, are authorised to apply the simplified transit procedure for rail. The contractual carrier thus becomes the holder of the Union transit procedure for goods carried by rail.</p>  |      |         |   |                   |   |  |   |  |       |  |     |   |     |                               |     |                           |     |                              |   |                         |   |  |   |                           |   |  |  |  |     |                     |     |                               |     |   |    |   |    |   |    |  |

<sup>16</sup> Amendment No 2 from 1<sup>st</sup> July 2019

<sup>17</sup> Amendment No 2 from 1<sup>st</sup> July 2019

| Box No | Data status | Data   |
|--------|-------------|--|
| (58)   |             | If the contractual carrier does not have his registered office in the European Union or in another contracting party of the EU-EFTA Convention on a Common Transit Procedure, he is to request that the simplified transit procedure for rail be applied in the name and for the account of the carrier that first takes over the goods in a Member State of the European Union or in another Member State of the EU-EFTA Convention on a Common Transit Procedure. He thus certifies that that carrier and all the carriers following including, if applicable, substitute carriers, are authorised to apply the simplified transit procedure for rail. That carrier thus becomes the holder of the Union transit procedure for goods carried by rail. His code may only be used by the contractual carrier when he is authorised to do so. |
| 59     | M           | <b>Date of arrival:</b> Date of arrival of the consignment at the destination station (year, month, day). The carrier may add an arrival number.<br>Below this box, the number and description of the sheet of the consignment note. This information is to be pre-printed on the paper consignment note and stored in the electronic consignment note record.   |
| 60     | C           | <b>Made available:</b> Time that the consignment is made available to the consignee (month, day, hour). This information on the consignment note may be replaced by another means.   |
| 61     | C           | <b>Acknowledgement of receipt:</b> Date and signature of the consignee at the time of delivery. Acknowledging of receipt on the consignment note itself may be replaced by another means.  |
| 62     | M           | <b>Consignment number:</b> Identification number of the consignment [country code in accordance with the appendix to UIC leaflet 920-14 and station code in accordance with DIUM, code for the forwarding carrier or substitute carrier in accordance with the list of carrier codes ( <a href="http://www.cit-rail.org">www.cit-rail.org</a> ) and consignment number ( <i>5 digits followed by a check digit</i> ) <sup>18</sup> ].<br>On paper consignment notes, a control label is to be applied to sheets 2 (invoice) and 5 (duplicate invoice). When identification numbers for consignments are allocated by computer, control labels need not be used.  |

## Charging sections

- a) Charging sections A to G all have the same format. In order to avoid any ambiguity, in any correspondence, the boxes in the sections must be qualified by the number of the section in question (for example A70).
- b) The use of boxes 79 in charging sections A to C on the front and of boxes 81 to 90 in charging sections A to G on the back, is optional.
- c) When a Customer Agreement providing for centralised charging is applied, only one charging section is used for the whole of the journey covered by the agreement, irrespective of whether the charges set down in the agreement are expressed as sectional or inclusive charges.
- d) Every carrier who enters charges to account is to use a distinct charging section. If there are insufficient charging sections, supplementary sheets must be used (only applicable to paper consignment notes).

| Box No | Data status | Data   |
|--------|-------------|--|
| 70     | M           | <b>Codes for the charging sections:</b> International codes for the country in accordance with the appendix to UIC leaflet 920-14 and station or point in accordance with DIUM at the beginning and end of the charging section or location where just charges accrue. |
| 71     | C           | <b>Route code</b> when the customer agreement or the tariff applied provide for it.  |
| 72     | M           | <b>NHM Code:</b> NHM code ( <a href="http://www.uic.org">www.uic.org</a> ) determining the charges applicable (need not necessarily correspond to that entered in box 24).   |
| 73     | C           | <b>Currency:</b> Code for the currency of the amounts shown in the charging section in accordance with <a href="#">Appendix 10</a> .   |
| 74     | O           | <b>Charged mass [weight]</b> , separately by tariff and NHM code.<br>As appropriate, area in m <sup>2</sup> or the volume of the wagon or goods in m <sup>3</sup> if used as the basis for charging.   |
| 75     | M           | <b>Customer agreement or tariff applied</b>  |
| 76     | O           | <b>Km/Zone:</b> Tariff distance, expressed in km or zones, between the stations or points corresponding to the beginning and end of the charging section.  |
| 77     | O           | <b>Supplements, fees, deductions</b>   |

<sup>18</sup> Amendment No 1 from 1<sup>st</sup> January 2019

| Box No | Data status | Data  |
|--------|-------------|---|
| 78     | O           | <b>Unit charge:</b> including any supplements or deductions, separately by NHM code or a dash where a customer agreement providing for centralised charging, applies.   |
| 79     | C           | <b>Charges:</b> Description of the charges in accordance with <a href="#">point 5.1</a> of this manual, with the individual amounts.  |
| 80     | C           | <b>Cash on delivery:</b> Amount of cash on delivery brought forward from the front  |
| 81     | O           | <b>Charges paid:</b> Carriage charge to be paid by the consignor in the tariff currency, separately by tariff and NHM code or a dash when a customer agreement with centralised charging applies.   |
| 82     | O           | <b>Charges due:</b> Carriage charges to be paid by the consignee in the tariff currency, separately by tariff and NHM code or a dash when a customer agreement with centralised charging applies.   |
| 83     | C           | <b>Exchange rate for charges paid:</b> Exchange rate for amounts to be paid by the consignor which are not expressed in the invoicing currency.   |
| 84     | C           | <b>Charges to be paid by the consignor:</b> Total of the charges to be paid by the consignor in the tariff currency.  |
| 85     | C           | <b>Charges to be paid by the consignee:</b> Total of the charges to be paid by the consignee in the tariff currency.  |
| 86     | C           | <b>Exchange rate for charges due:</b> Exchange rate for amounts to be paid by the consignee which are not expressed in the invoicing currency.  |
| 87     | C           | <b>Charging section in the invoicing currency to be paid by the consignor</b>   |
| 88     | O           | <b>Charging section in the tariff currency to be paid by the consignor</b> or a dash when a customer agreement with centralised charging applies and there are no ancillary charges entered in the charging section which are to be passed back to the carrier at the beginning of the journey. |
| 89     | O           | <b>Charging section in the tariff currency to be paid by the consignee</b> or a dash when a customer agreement with centralised charging applies and there are no ancillary charges entered in the charging section which are to be passed back to the carrier at the beginning of the journey  |
| 90     | C           | <b>Charging section in the invoicing currency to be paid by the consignee</b>   |
| 91     | C           | <b>Total of supplementary sheets brought forward charges paid:</b> Total of charging sections shown on supplementary sheets to be raised on departure brought forward (only applicable to paper consignment notes).   |
| 92     | C           | <b>Total of supplementary sheets brought forward charges due:</b> Total of charging sections shown on supplementary sheets, to be raised on arrival brought forward (only applicable to paper consignment notes).   |
| 93     | C           | <b>Grand total of the amounts to be raised on forwarding</b>  |
| 94     | C           | <b>Grand total of the amounts to be raised on arrival</b>   |

| Box No | Data status | Data   |
|--------|-------------|--|
| 99     | O           | <b>Customs endorsements:</b> Box reserved for endorsements by customs authorities. |