



GLW-CUV

CUV Wagon Note Manual of 1 July 2006

Amendment 13 dated 1 January 2016

This amendment contains:

- updated pages 1 - 6.

The modifications are marked in the margin; they contain the modifications approved by the CIM Committee at its meeting on 26 November 2015.

The CIT General Assembly on 5 November 2009 decided that new documents and amendments to existing documents would only be distributed electronically. As a consequence of this decision, we would be grateful if you yourself were to print the copies you require for your internal use.



International Rail Transport Committee
Comité international des transports ferroviaires
Internationales Eisenbahntransportkomitee

Edition 1 January 2016

CUV Wagon Note Manual (GLW-CUV)

Applicable with effect from 1 July 2006

This document may be shared with the public

In accordance with point 2.5 a) of the CIT Statutes, this document is a **recommendation** and only binds members to the extent that members adopt it (opting-in principle).

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Amendment No	Applicable with effect from
1	2007-06-01
2	2008-07-01
3	2009-07-01
4	2009-10-01
5	2010-07-01
6	2011-07-01
7	2012-07-01
8	2013-01-01
9	2013-05-01
10	2014-07-01
11	2015-01-01
12	2015-07-01
13	2016-01-01

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9	Notification of circumstances preventing handover – consignor’s instructions

A. General provisions

0 Abbreviations and definitions

CIT	International Rail Transport Committee [Comité international des transports ferroviaires].
Consignor	A keeper or a third party authorised by the keeper who hands over an empty wagon as a means of transport to a user railway undertaking for haulage (see Article 9.1 GCU).
GCU	General Contract of Use for Wagons.
CUV	Uniform Rules concerning the Contracts of Use of Vehicles in International Rail Traffic. [Règles uniformes concernant les contrats d'utilisation de véhicules en trafic international ferroviaire]
Destination station	Station serving the point at which the wagon is handed over.
DIUM	Uniform distance table for international freight traffic (Distancier International Uniforme Marchandises).
EDI	Electronic data interchange means the electronic transfer of data between computers in the form of EDI messages.
EDI message	An EDI message consists of a set of segments, structured using an agreed standard, prepared in a computer readable format and capable of being automatically and unambiguously processed.
Electronic wagon note	Electronic record of the data representing the wagon note.
Forwarding station	Station serving the point at which the wagon is accepted.
GTM-CIT	CIT Freight Traffic Manual [Guide du trafic marchandises du CIT].
Home station/ Home region	Home station: designated station, marked on a wagon to which an empty wagon is to be returned in the absence of instructions from the keeper. Home region: geographical region grouping together several stations in a given region to one of which an empty wagon is to be returned in the absence of instructions from the keeper.
IT	Information technology.
Paper wagon note	Paper document representing the wagon note.
Printout of the electronic wagon note	Print out of the data in the electronic wagon note record on paper.
Railway undertaking (RU)	Any public or private undertaking licensed according to applicable Community legislation, the principal business of which is to provide services for the transport of goods and/or passengers by rail with a requirement that the undertaking must ensure traction; this also includes undertakings which provide traction only.
RID	Regulation concerning the International Carriage of Dangerous Goods by Rail. [Règlement concernant le transport international ferroviaire des marchandises dangereuses]
VAT	Value added tax.
Wagon keeper or Keeper	means the person or entity that, being the owner of a wagon or having the right to use it, exploits the wagon as a means of transport and is registered as keeper of the wagon in the competent official vehicle register, or, if the wagon is not registered in the competent official vehicle register or such a register is not existing, the person or entity that has declared to the GCU Bureau to be keeper of the wagon.
Wagon note	Paper document or electronic record accompanying empty wagons used under the terms of the GCU.

1 Purpose of the manual

This manual contains the instructions for the use of the wagon note and other documents used for the haulage of empty wagons as means of transport (see Article 14.2 GCU).

These documents may be issued in paper format or recorded electronically.

The procedure agreed on among parties to the contract of use for issuing these documents in electronic format must ensure the integrity and reliability of the information they contain as of the moment they are issued. The procedure agreed on among parties to the contract of use for completing or amending the electronic wagon note must ensure amendments are identifiable. It must also ensure that the original information contained in the electronic wagon note is preserved. The electronic wagon note must be authenticated. Authentication must take the form of an electronic signature or other suitable procedure.

2 Scope

Except where otherwise agreed, this manual applies to consignments subject to a GCU contract between the keeper and a user railway undertaking.

If a wagon is subject to customs formalities, it must be consigned as goods. It is therefore subject to the CIM Uniform Rules (see Article 24 CIM). A wagon is subject to customs formalities when it crosses a customs frontier and in particular

- before and after being leased
- to be cleaned and after being cleaned
- to be repaired and after repair
- to be overhauled and after overhaul
- to be rebuilt and after rebuilding
- on purchase or on sale
- en route to being scrapped.

Except where they conflict with the CIM Uniform Rules, the provisions of the GCU continue to apply to the wagon.

A wagon may nevertheless be returned as a means of transport (NHM 9921.10 - 9921.40 or 9922.10 - 9922.40) in the cases identified in paragraph 2 above, (returning from a loaded journey in particular) after having been used as a means of transport in accordance with the implementing provisions for the Community Customs Code or in accordance with the national customs law in question:

- if the wagon was used as a means of transport in a third country, if it is admitted to free circulation in an EU Member State and if is being returned to an EU Member State, or
- if the wagon was used as a means of transport in an EU Member State, if it is admitted to free circulation in a third country and if is being returned to that third country.

B. Common provisions for paper and electronic wagon notes

3 Wagon note – Wagon list

A wagon note must be made out for each wagon. Exceptions to this rule (for example a wagon note for block train or a group of wagons) are to be set down in customer agreements. If several wagons are consigned with a single wagon note the number of wagon lists required must be shown on the wagon note and the wagon lists attached to it.

Appendix 1 contains the explanatory notes on the content of the wagon note.

A wagon note form is available on www.cit-rail.org to download, complete, print-out and send electronically.

Appendix 5 contains explanatory notes on the content of the wagon list.

4 Payment of charges

4.1 Definition of charges

The charges arising between the point the wagon is taken over and the point it is handed over include:

- a) the charges for haulage, i.e. all those charges relating to movement or a service closely linked to movement;
- b) ancillary charges, i.e. those charges relating to supplementary services provided by the railway undertaking;
- c) other charges raised by the railway undertaking and supported by appropriate documentation.

The list of charges, the tariffs and conditions of the railway undertaking which performs the haulage under the contract of use shall apply to the calculation of charges unless otherwise agreed.

4.2 List of charges

Appendix 2 contains a list of the main charges for services linked to haulage and ancillary charges.

4.3 Instructions for the payment of charges

Except where otherwise agreed, charges are to be paid by the consignor to the forwarding user railway undertaking or by the consignee to the destination user railway undertaking in accordance with the instructions below.

Instruction	Meaning
a) Carriage charges paid, as appropriate up to X	Consignor pays haulage charges, as appropriate up to X (where X is a tariff break point).
b) Carriage charges including ..., as appropriate up to X	Consignor pays haulage charges plus the ancillary charges shown, as appropriate to X (where X is a tariff break point).
c) EXW [EX Works]	All charges paid by the consignee.

Where there are no instructions for the payment of charges on the wagon note, an incompatibility with other information on the wagon note or a risk of confusion, the attention of the consignor is to be drawn to the irregularity. If he neither completes nor rectifies the wagon note or cannot be contacted, all charges are to be paid by the consignor.