

Justification:  
Instruction  
**(Operational)**

**Private Owner  
Circular Letter  
621 Issue 2**

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Title

**Renewal of  
Registration of  
Wagons**

**ENDORSEMENT & AUTHORISATION**

**Endorsed by:**



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**Authorised by:**



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**1. INTRODUCTION**

The renewal of registration process forms part of PWRA Management Group's responsibility to ensure that wagons are acceptable for continued operation on Network Rail Infrastructure. In normal circumstances where wagons have been adequately maintained and operated in accordance with the required standards and there are no known historical problems with the wagons, renewal of registration should be a formality.

POCL 621, Issue 2 'Renewal of Registration of Wagons' has been produced in order to help simplify and standardise the process. Owners intending to renew registration of their wagons under the PWRA Agreement shall ensure that their submissions meet the requirements of this document to allow Network Rail to process their application.

In accordance with Clause 6 of the PWRA, renewal of registration will normally be granted for a period 5 years, but this may be extended to 10 years in special circumstances.

Note: For each individual wagon type/fleet, it is recommended that Owners discuss the issues with the PWRA Management Group before preparing their renewal of registration submission.

**2. SCOPE**

This instruction applies to PWRA vehicles where the Owner is applying for Renewal of Registration under the Private Wagon Registration Agreement.

**3. INSTRUCTION**

**3.1 Submission of renewal of registration**

A submission for renewal of registration shall be formally made to the PWRA Management Group at Derby preferably during the calendar year prior to expiry of registration.

The submission itself shall:

- a) Be made via a formal letter that requests renewal of registration on headed paper and signed.
- b) List the appropriate wagons numbers.
- c) Define the wagon design type/products carried.
- d) Include a statement that the wagons have been maintained in accordance with all mandatory standards.

- e) Give details of any historical issues that may have an impact on the wagon's remaining life.

3.2 Condition based survey of wagons

Upon receipt of the submission the PWRA Management Group will arrange to survey the condition of a representative sample of wagons. This survey may be carried out in conjunction with the Owner at their request. The survey will include checking the following:

Underframe

Superstructure (Including any measurements e.g. tank barrel plate thicknesses)

Buffers

Drawgear

Couplings

Suspension

Brakework

3.3 Successful outcome of the condition based wagon survey and review of the submission

A successful condition based wagon survey and review of the submission will result in renewal of registration being granted.

3.4 The condition based wagon survey or the review of the submission highlights deficiencies

Should the outcome of the survey or review of the submission highlight any deficiencies that questions their continued use on Network Rail infrastructure then the following options apply:

3.4.1 Corrective action is readily defined

For wagons where corrective action is readily defined, the remedial repair work shall be carried out to bring them up to an acceptable standard. A further inspection after the remedial repair shall be carried out to ensure acceptability prior to granting renewal of registration, (which may then be conditional).

3.4.2 Further investigations are deemed necessary

For wagons where further investigations are deemed necessary, the Owner may be required to supply additional supporting information:

- 1). A summary of history of the wagons including:

- a) Details of any modifications, conversions or major refurbishments carried out.

- b) A list of the maintainers and repairers in addition to the maintenance regimes that have been employed.
- 2). A qualitative risk assessment, taking account of the following:
- a) The existing and proposed future utilisation, including mileages run.
  - b) The safety performance monitoring (SPM) system.
  - c) Any major safety critical issues.
  - d) Issues raised by audits.
  - e) Any known problem areas (e.g. fatigue cracking of frames) and what measures are in place that mitigate the risk.

The outcome of these further investigations may reveal:

- 1). The wagons may be granted renewal of registration as per Clause 3.3.
- 2). Corrective action is required as per Clause 3.4.1.
- 3). The wagons are deemed unfit to continue in operational status as per Clause 3.4.3.

#### 3.4.3 Wagons deemed unfit to continue in operational status

For wagons deemed by Network Rail to be unfit to remain in operational status, the fleet shall be taken out of service and removed from the PWRA Schedule I in accordance with the PWRA Agreement.

#### **4. IMPLEMENTATION**

From 5<sup>th</sup> March 2007 this document shall prescribe the way by which renewal of registration is controlled by the PWRA Management Group.

In the event of any query arising, or clarification required, please contact:

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