

# UIC CODE

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*Translation*

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## Travel concessions

*Facilités de circulation*

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UNION INTERNATIONALE DES CHEMINS DE FER  
INTERNATIONALER EISENBAHNVERBAND  
INTERNATIONAL UNION OF RAILWAYS

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*The person responsible for this leaflet is named in the UIC Code*

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## Summary

This leaflet only concerns travel concessions granted in connection with international meetings held by the UIC or by other railway bodies working in liaison with the UIC as well as those granted to journalists. It does not lay down rules for travel concessions exchanged between members on a bilateral or multilateral basis either for existing staff and their families or for retired staff. Members are, of course, free to apply common rules within restricted groups (in particular, the FIP Association).

# **1 - Travel concessions granted to delegates attending international railway meetings**

## **1.1 - Delegates of UIC active members**

Delegates of active members shall be granted free travel, mainly in the form of travel passes from the different railway companies.

In this context, railway undertakings (passenger traffic) which are active members shall issue free bearer passes for their railway or means of transport to UIC Headquarters which shall then pass them on to active members. Neither FIP Association members, which exchange passes among themselves, nor other active members, which exchange passes in the framework of bilateral agreements, are obliged, however, to exchange free bearer passes through UIC Headquarters.

Each active member shall be granted 3 free bearer passes.

Detailed rules governing the exchange of free passes (uniform validity of travel passes, etc.) will be published by UIC Headquarters which will only hand over the free passes to the member concerned once it has received the agreed number of free passes from the latter.

## **1.2 - Delegates of UIC associate and affiliate members**

The delegates of UIC associate and affiliate members shall be granted free travel facilities to attend the international meetings listed in appendix [A - page 6](#). Free travel facilities may be granted to these delegates attending international railway meetings not listed in appendix.

Members, which do not possess free passes under bilateral agreements, must, on each occasion, contact the transport company directly with regard to the route in question to request the free passes.

## **1.3 - Delegates from UIC Headquarters**

Delegates from UIC Headquarters shall be granted free travel facilities in the form of international travel vouchers for railway employees (for trips on railways which are members of the FIP Association) or free passes from the different transport companies.

All members providing passenger services shall issue Headquarters with at least 3 free bearer passes for their railway or means of transport.

## **2 - Travel concessions granted to family members accompanying delegates on business trips (accompanying trips)**

Family members who accompany delegates and members of UIC Headquarters staff to one of the international railway meetings listed in appendix A - page 6 shall be granted free travel for the journey to and from the meeting place by one of the normal routes.

The same travel concessions shall be granted to family members of delegates of active members and of UIC Headquarters staff for international railway meetings not listed in appendix:

- either following notification from the Chairman of a Railway organisation (the Chief Executive in the case of UIC and the Secretary General in the case of the IRCA) that the official invitation issued by the organising body hosting the meeting on the basis of this leaflet has been extended to members of the delegates' families,
- or following notification by the UIC Chief Executive in the case of meetings at UIC Headquarters (where there is no invitation as such).

These travel concessions shall be granted to the delegate's wife or husband and to one unmarried child (son or daughter) who lives with the family, is not gainfully employed and not over 25 years of age. If the delegate is not accompanied by his wife/her husband, free travel shall still be granted to one child only.

These travel concessions may be granted only for one meeting per body per calendar year. In the context of this leaflet, the term "body" shall be taken to mean any permanent structure within an organisation.

When it is no longer possible to issue railway employee international travel vouchers (for delegates of FIP Association members, for trips undertaken by these members), on each occasion the transport company must be contacted with regard to the route concerned to request the free travel concessions.

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### **3 - Travel concessions granted to Honorary Chairmen, Honorary Chief Executives and Honorary Secretaries General of UIC**

The Honorary Chairmen together with Honorary Chief Executives and Secretaries General of UIC shall be granted free travel concessions for life on member railways.

Members of the FIP Association shall grant free travel concessions in the form of international personal free travel passes. Members which are not FIP Association members operating passenger transport shall issue personal travel passes for their railway or means of transport.



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## 4 - Travel concessions granted to journalists

UIC members shall issue travel concessions (free travel documents) to journalists with official press status (in possession of a press card) in their country or belonging to an international journalist organisation recognised by UIC and journalists who have been accredited in agreement with the relevant press department of the railway undertaking. These travel concessions shall be granted in conjunction with international events open to the press (congress, fairs, press conferences, etc.) organised or supported by UIC.

Moreover, members are asked to grant the same travel concessions to journalists taking part in press trips or on an individual reporting assignment at the invitation of one or several members. If this is the case, the member(s) extending the invitation shall issue the journalist(s) with an official letter of invitation with a view to arranging for the said travel concessions in the country of departure. A copy of this invitation will be sent to UIC for information.

## Appendix A - List of international railways meetings

(to points 1.2 - page 2 and 2 - page 3).

### 1. International Union of Railways (UIC)

Sessions:

- General Assembly
- Assembly of Active Members
- Commissions, Committees, Ad-Hoc Groups
- East West Task Force
- High Speed Task Force
- Special Groups

### 2. Community of European Railways (CER)

- General Assembly

### 3. European Rail Research Institute (ERRI)

- Session of the Supervisory Board

### 4. International Railway Congress Association (IRCA)

- Congress
- Meetings in conjunction with intersession activities

### 5. Forum Train Europe (FTE)

- Plenary Session

### 6. International Rail Transport Committee (CIT)

- Meeting of the Committee

### 7. Intercontainer-Interfrigo (ICF)

- General Assembly

### 8. European Company for the Financing of Railway Rolling Stock (EUROFIMA)

- General Assembly

### 9. International Union of Railway Medical Services (UIMC)

- Scientific conferences
- Meetings of the General Assembly in the years during which there are no Scientific Conferences

### 10. Association dealing with international travel concessions for railway staff (FIP)

- Plenary Assembly

## 11. **UIC Audiovisual Group**

- General Assembly

## 12. **Colpofer**

- Annual session