



GLV-CIM/SMGS

CIM/SMGS Consignment Note Manual (GLV CIM/SMGS) of 1 September 2006

Amendment 23 dated 1 July 2016

This amendment contains:

- replacement pages 1/2 und 3/4,
- replacement pages 1/2 to Appendix 1,
- replacement pages 1/2 and 3/4 to Appendix 4,
- replacement pages 1/2 and 3/4 to Appendix 9.

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.

The modifications are marked in the margin.



Edition 1 July 2016

CIM/SMGS Consignment Note Manual (GLV-CIM/SMGS)

Applicable with effect from 1 September 2006

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| 6 | Deliberately left blank | |
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A. General provisions

1 Abbreviations

| | |
|---------|--|
| CIM | Uniform Rules concerning the Contract of International Carriage of Goods by Rail (Appendix B to COTIF) |
| CIT | International Rail Transport Committee [Comité international des transports ferroviaires] |
| COTIF | Convention concerning International Carriage by Rail [Convention relative aux transports internationaux ferroviaires] |
| GLV-CIM | CIM Consignment Note Manual [Guide lettre de voiture CIM] |
| GTC-CIM | General Terms and Conditions of Carriage for International Freight Traffic by Rail, drawn up and recommended by the CIT |
| GTM-CIT | CIT Freight Traffic Manual [Guide du Trafic Marchandises] |
| NHM/GNG | Harmonised Commodity Code [Nomenclature Harmonisée Marchandises] |
| OSJD | Organisation for Co-operation of Railways |
| RID | Regulation concerning the International Carriage of Dangerous Goods by Rail (Appendix C to COTIF) [Règlement concernant le transport international ferroviaire des marchandises dangereuses] |
| SMGS | Agreement on International Freight Traffic by Rail |
| UTI | Intermodal Transport Unit [Unité de transport intermodal]. (the Russian version uses the abbreviation ITE) |

2 Definitions

| | |
|---------------------------|---|
| Carrier | The contractual carrier with whom the consignor has concluded the contract of carriage or a successive carrier who is liable on the basis of that contract. If the carrier is not a railway undertaking (where national law permits that), he is to entrust the performance of the carriage by rail to a railway undertaking which acts as a successive carrier, substitute carrier or an auxiliary to the carrier within the meaning of a person for whom the carrier is liable in Article 40 CIM. |
| CIM/SMGS consignment note | CIM/SMGS consignment note to the design shown in <i>Appendix 5</i> to this manual which documents the CIM and SMGS contracts of carriage for traffic between CIM and SMGS states |
| Exceptional consignment | Within the area in which the CIM applies, the definition below, based on UIC leaflet 502-1, applies: A consignment is considered as exceptional, if, because of its external dimensions, its mass or its nature, it gives rise to special difficulties for one of the carriers taking part in the movement taking account of railway installations and wagons and therefore can only be authorised under special technical or operating conditions. |
| Payer of charges | Person through whom the consignor or consignee entrusts to pay the freight charges, and whom the consignor, as payer, enters on the consignment note, and who has a contractual relationship with the corresponding carrier (Art. 31 SMGS Payment of costs and contractual penalties). |
| Railway | Infrastructure located on the territory of an SMGS Member State. |



Appendix 1

(see points 4, 25 and 26 of this manual)

List of the CIT members and SMGS participants which apply this manual and the traffic axes to which it applies

| 1 CIT members | 2 SMGS participants |
|--|---|
| <p>Azerbaijan Railways CJSCo. (AZ) Baltic Port Rail Mukran GmbH (BPRM) BDZ Cargo EOOD (BDZ TP) ČD Cargo, a.s. (CDC) Central Railways a.s. CFL Cargo National Company for Transport by Rail "Marfă" Romania (Societatea Națională de Transport Feroviar de Marfă "C.F.R. Marfă" S.A. - CFR Marfă) DB Cargo AG DB Cargo Polska S.A. AB DFDS Seaways Lithuania ERS Railways B.V. Grup Feroviar Român S.A. (GFR) GYSEV CARGO Zrt. / Raaberbahn Cargo GmbH ITL Eisenbahngesellschaft mbH Latvian Railways (LDZ) Lithuanian Railways plc (AB Lietuvos geležinkeliai - LG) Polish Railways (PKP AG) Rail Cargo Austria (RCA) Rail Cargo Carrier Rft. Rail Cargo Hungaria Zrt. (RCH) Railtrans International, s.r.o. Railways of the Islamic Republic of Iran (RAI) Swiss Federal Railways (Schweizerische Bundesbahnen AG - SBB) Société Nationale des Chemins de fer Français (SNCF) Slovenian Railways Ltd. (Slovenske železnice, d.o.o. - SŽ) Société Nationale des Chemins de fer Belges (SNCB/NMBS) Closed Joint-Stock Company "South Caucasus Railway" (CJSC "SCR") Slovenská železničná dopravná spoločnosť, a.s. (SZDS) Trenitalia S.p.A. UNICOM TRANZIT (UTZ) Ukrainian State Administration for Transport by Rail (UZ) Slovak Rail Freight Company (Železničná Spoločnosť Cargo Slovakia a.s. – ZSSK CARGO) Prvá Slovenská železničná, a.s. MMV Rail Romania B Logistics NV</p> | <p>Republic of Azerbaijan Republic of Belarus Republic of Bulgaria Republic of Estonia Democratic Republic of Georgia Hungary Republic of Kazakhstan Kyrgyz Republic Republic of Latvia Republic of Lithuania Republic of Moldova Mongolia Republic of Poland Russian Federation Slovak Republic Ukraine</p> |

| 1 CIT members | 2 SMGS participants |
|----------------------------------|---------------------|
| Rail Cargo Carrier Bulgaria Ltd. | |

3 Traffic axes

3.1 Preamble

This manual applies to the traffic axes defined by points 3.2 and 3.3 of this appendix.

This manual may also be applied to other traffic axes provided the CIM carriers, SMGS carriers, consignors and consignees concerned have agreed. The procedure is described in point 3.4 of this appendix.

3.2 CIM carriers

This guide applies to traffic axes agreed between the customer and the carrier as well as between the carriers themselves (c.f. point 4 paragraph 2 of this manual).

3.3 SMGS participants

Republic of Azerbaijan
All lines

Republic of Belarus
All lines

Republic of Bulgaria
All transit movements via "Varna Paromnaya" (Varna Ferry Port)

Republic of Estonia
All lines

Democratic Republik of Georgia
All transit routes

Hungary
All lines

Republic of Kazakhstan
a) All transit traffic
b) For import

Kyrgyz Republic
All lines

Republic of Latvia
All lines

Republic of Lithuania
All transit routes

Republic of Moldova

- a) Transit traffic: Novosavitskaya - Giurgiulești, Vălcineț - Ungheni, Criva – Ocnița – Chișinău – Căinari - Giurgiulești, Vălcineț – Ocnița – Chișinău - Căinari - Giurgiulești;
- b) Traffic axes for export and import on sections: Vălcineț - Ungheni, Ungheni – Bender 2, Căușeni - Giurgiulești, Basarabeasca – Cahul, Bălți – Slobozia – Rîbnița, Criva – Ocnița.

Mongolia
All lines



Appendix 4

(see points 14.1 and 25 of this manual)

List of the addresses of departments to which applications for authorisation and agreement to consign are to be sent

A. Authorisation in accordance with points 14.2.1 to 14.2.4 of this manual

| Undertaking | Abbreviation |
|--|--|
| Belarus Railways | BC |
| Address: ul. Lenin 17, Minsk 220030 Belarus | |
| TEL.: <u>Division Freight Traffic</u> (+375) 17 225 49 04 | <u>Freight Traffic and External Economic Relations Division</u> (+375) 17 225 46 22 (+375) 17 225 46 13 |
| FAX: (+375) 17 225 49 23 | (+375) 17 225 46 12 (+375) 17 225 46 19 |
| E-Mail: dgnal@upr.mnsk.rw.by | mpa@upr.mnsk.rw.by moi@upr.mnsk.rw.by |
| Notes: Authorisation in accordance with points 14.2.1 a), b), c), d) and g) | Authorisation in accordance with points 14.2.1 e), f), h), 14.2.2, 14.2.3 and 14.2.4 |
| Undertaking | Abbreviation |
| BDZ Cargo EOOD | BDZ TP |
| Address: BDZ Cargo EOOD Ivan Vazov Street 3 BG-1080 Sofia Bulgaria | |
| TEL.: (+359) 2 981 81 85 (+359) 2 932 41 01 | |
| FAX: (+359) 2 932 42 01 | |
| E-Mail: nbhristov@bdz.bg | |
| Undertaking | Abbreviation |
| Kyrgyz Railway | KRG |
| Address: Leo Tolstoy Street 83, Bishkek, 720009 Kyrgyzstan | |
| TEL.: Department for Freight Traffic and Commercial Activities (+996) 312 64 82 77 (+996) 312 64 81 08 | |
| FAX: (+996) 312 64 81 08 | |
| E-Mail: office@railway.aknet.kg marketing@railway.aknet.kg | |

| Undertaking | Abbreviation |
|--|--|
| AB "Lietuvos geležinkeliai" Krovinių vežimo direkcija | LG |
| Address: Freight Traffic Headquarters Mindaugo g. 12, LT-03603 Vilnius Lithuania | |
| TEL.: (+370) 5 269 31 01 (+370) 5 269 31 12 | |
| FAX: (+370) 5 269 27 19 (+370) 5 212 36 83 | |
| E-Mail: cargo(at)litrail.lt | |
| Undertaking | Abbreviation |
| Železničná Spoločnosť Cargo Slovakia a.s. | ZSSK CARGO |
| Address: Železničná Spoločnosť Cargo Slovakia a.s. Úsek obchodu a služieb (Department Sales and Provision of Services) Sekcia podpora predaja (Section Sales Support) Železničná 1 SK-041 79 Košice Slovenská republika | <u>Container Handling</u> Železničná Spoločnosť Cargo Slovakia a.s. Úsek obchodu a služieb (Department Sales and Provision of Services) Oddelenie intermodálnej prepravy (Section Intermodal Traffic) Lúčna 2 SK-821 09 Bratislava Slovenská republika |
| TEL.: (+421) 55 229 5470 | (+421) 2 2029 7442 |
| FAX: (+421) 55 633 2904 | (+421) 2 555 7831 |
| E-Mail: valkova.anna(at)zscargo.sk | belak.branislav(at)zscargo.sk |
| Undertaking | Abbreviation |
| Central Railways a.s. | Central Railways |
| Address: Kriv 21 SK-040 01 Košice Slovenská republika | |
| TEL.: (+421) 55 680 181 | |
| FAX: (+421) 55 680 181 | |
| E-Mail: crw@crw.sk | |
| Undertaking | Abbreviation |
| ČD Cargo, a.s. | CD Cargo |
| Address: Department of Sales Promotion Jankovcova 1569/2c CZ-170 00 Praha 7 Czech Republic | |
| TEL.: (+420) 972 242 255 | |
| FAX: (+420) 972 242 103 | |
| E-Mail: michal.vitez(at)cdcargo.cz | |
| Undertaking | Abbreviation |
| DB Cargo AG | DB Cargo |
| Address: Service Sector Intermodal / Branchenservice Intermodal Jürgen Bootsmann Masurenallee 33, DE-47055 Duisburg | <u>Please also send a copy of your questions to:</u> DB Cargo AG Commercial Management CIS/Baltic/Asia Frau Yekaterina Ryabushko Bellevuestrasse 3, DE-10785 Berlin |
| TEL.: (+49) 203 454 1765 | (+49) 30 297 54 615 |
| FAX: (+49) 203 454 1083 (+49) 203 454 1063 | (+49) 30 297 54 619 |
| E-Mail: c-ksz-kombinierter-verkehr- dui(at)deutschebahn.com | yekaterina.ryabushko(at)deutschebahn.com |

| Undertaking | Abbreviation |
|--|---|
| DB Cargo Polska S.A. | DB Cargo PL |
| Address: ul Wolności 337 Zabrze 41-800, Polska | Please also send a copy of your questions to: DB Cargo AG Commercial Management CIS/Baltic/Asia Frau Yekaterina Ryabushko Bellevuestrasse 3, DE-10785 Berlin Germany |
| TEL.: (+48) 32 788 91 76; (+48) 32 788 91 18 | (+49) 30 297 54 615 |
| FAX: (+48) 32 370 19 64 | (+49) 30 297 54 619 |
| E-Mail: dbcargo.pl(at)deutschebahn.com | yekaterina.ryabushko(at)deutschebahn.com |
| Undertaking | Abbreviation |
| OAO Russian Railways | RZD |
| Address: RU-107174, Moscow, Novaya-Basmanaya-Street 2 International Co-operation Department | |
| TEL.: (+7) 499 262 1628 (+7) 499 260 1076 (+7) 499 262 2880 | |
| E-Mail: rennela(at)center.rzd.ru polus(at)css-rzd.ru | |
| Undertaking | Abbreviation |
| Estonian Railways (AS Eesti Raudtee) | EVR |
| Address: Marketing Department, Estonian Railways plc AS Eesti Raudtee Pikk tn 36, EE-15073 Tallinn, Estonia | |
| TEL.: (+372) 615 8696 | |
| FAX: (+372) 618 85 99 | |
| E-Mail: raudtee(at)evr.ee | |
| Undertaking | Abbreviation |
| State Railway Administration of Ukraine | UZ |
| <u>Headquarters Department for Commercial Issues</u> | <u>State Railway "Ukrainian Centre for Transport and Logistics" (GP UTLZ)</u> |
| Address: Tverskaya Street 5, Kiev-150, MSP 03680 Ukraine | Predslawinskaya Street 28, Kiev-150, MSP 03680, Ukraine |
| TEL.: (+380) 44 465 12 90 (+380) 44 465 12 91 | (+380) 44 465 32 66 (+380) 44 465 32 67 |
| FAX: (+380) 44 465 12 53 | (+380) 44 406 93 88 |
| E-Mail: fisenko(at)uz.gov.ua ilnytska(at)uz.gov.ua | y.andriychuk(at)lotus.uz.gov.ua |
| Notes: Authorisation in accordance with points 14.2.1 e), f), g), h), 14.2.2, 14.2.3 | Authorisation in accordance with points 14.2.1 b), c), d) |

| Undertaking | Abbreviation |
|--|---------------------------|
| Georgian Railway | GR |
| Address: Department for Freight Traffic Commercial Department 15 Tamar Mepe Ave. 0112 Tbilisi, Georgia | |
| TEL.: (+995) 32 56 31 45 (+995) 32 56 32 14 | |
| FAX: (+995) 32 56 44 45 (+995) 32 56 45 14 | |
| E-Mail: gjincharadze(at)railway.ge ttsikhelashvili(at)railway.ge | |
| PKP Polskie Linie Kolejowe Spółka Akcyjna (PKP Polish Railway Lines Company S.A.) | PKP PLK S.A. |
| Address: Centrum Zarządzania Ruchem Kolejowym Traffic Centre Ul. Targowa 74, PL-03-734 Warsaw Poland | |
| TEL.: (+48) 22 473 35 67 (+48) 22 473 27 00 | |
| FAX: (+48) 22 473 35 68 | |
| E-Mail: elzbieta.pawlowska(at)plk-sa.pl | |
| Notes: Authorisation in accordance with points 14.2.1. a), b), c), d), g) | |
| PKP Cargo Spółka Akcyjna | PKP CARGO S.A. |
| Address: Biuro Polityki Handlowej Wydział Spraw Międzynarodowych Sales Policy - Department of International Affairs Ul. Grójecka 17, PL-02-021 Warsaw Poland | |
| TEL.: (+48) 22 391 47 68 (+48) 22 474 45 91 | |
| FAX: (+48) 22 474 45 95 | |
| E-Mail: m.rutkowska(at)pkp-cargo.eu e.przedziecka(at)pkp-cargo.eu | |
| Notes: Authorisation in accordance with points 14.2.1. e), f), h), 14.2.2, 14.2.3 and 14.2.4 | |
| PKP Linia Hutnicza Szerokotorowa Spółka z o.o. (PKP Broad Gauge Metallurgical Railway Line Limited Liability Company) | PKP LHS Sp. z o.o. |
| Address: PKP LHS Sp. z o.o. Ul. Szczepieszka 11, PL-22-400 Zamość Poland | |
| Authorisation in accordance with points 14.2.1. e), f), h), 14.2.2, 14.2.3 and 14.2.4 for the section Sławków LHS – Hrubieszów LHS: | |
| TEL.: (+48) 84 532 13 65 | |
| FAX: (+48) 84 532 13 65 | |
| E-Mail: j.nowak(at)pkp-lhs.pl | |
| Authorisation in accordance with points 14.2.1. a), b), c), d), g) for the section Sławków LHS – Hrubieszów LHS: | |
| TEL.: (+48) 84 532 13 05 | |
| FAX: (+48) 84 532 13 50 | |
| E-Mail: e.gliwinska(at)pkp-lhs.pl | |



Appendix / Приложение 9

(See points / к пунктам 12.3.2, 12.3.3, 12.3.4, 25 Руководства)

List of addresses of the departments of CIM carriers and SMGS railways to which claims must be sent for further handling under the CIM/SMGS claims procedure

Список адресов перевозчиков и железных дорог, которым пересылаются для рассмотрения претензии ЦИМ/СМГС

| Undertaking | Перевозчик |
|--|---|
| BC Belarus Railways Freight Traffic and External Economic Relations Division Address: Ul. Lenina, 17 BY-220030 Minsk Belarus Tel.: (+375) 17 225 46 48 Fax: (+375) 17 225 46 12 E-Mail: mu_gavrilenko(at)upr.mnsk.rw.by | БЧ Белорусская железная дорога Служба грузовой работы и внешнеэкономической деятельности Адрес: ул. Ленина, 17, 220030, г. Минск, Республика Беларусь Телефон: (+375) 17 225 46 48 Факс: (+375) 17 225 46 12 E-mail: mu_gavrilenko(at)upr.mnsk.rw.by |
| LG AB "Lietuvos geležinkeliai" Freight Traffic Headquarters Address: Mindaugo G. 12, LT-03603 Vilnius Lithuania Tel. : (+370) 5 269 31 02 (+370) 5 269 31 01 Fax : (+370) 5 269 27 19 (+370) 5 212 36 83 E-Mail cargo(at)litrail.lt | ЛГ АО «Литовские железные дороги» Дирекция по грузовым перевозкам Адрес: ул. Миндауго 12, LT-03603 Вильнюс Литовская Республика Телефон : (+370) 5 269 31 02 (+370) 5 269 31 01 Факс : (+370) 5 269 27 19 (+370) 5 212 36 83 E-mail: cargo(at)litrail.lt |
| ZSSK CARGO Železničná Spoločnosť Cargo Slovakia a.s. Finance Management Dept. – OTŽ-Section Claims sub-department Address: Puškinova 3 SK-040 01 Košice Slovak Republic Tel. : (+421) 55 229 5649 Fax : (+421) 55 622 2202 E-Mail: S54(at)zscargo.sk | АО ЗССК КАРГО АО Железнодорожное общество Карго Словакия Отдел финансового управления – Секция ОТЖ Отделение оформления рекламаций Адрес: ул. Пушкинова 3 040 01 Кошице Телефон : (+421) 55 229 5649 Факс : (+421) 55 622 2202 E-mail: S54(at)zscargo.sk |

| Undertaking | Перевозчик |
|---|---|
| <p>UZ State Railway Administration of Ukraine Headquarters Department for Commercial Issues</p> <p>Address: Ul. Twerskaya 5, Kiev-150, MSP 03680 - Ukraine</p> <p>Tel.: (+380) 44 465 14 90</p> <p>Fax: (+380) 44 465 14 99</p> <p>E-Mail: Zoboleva(at)uz.gov.ua</p> | <p>УЗ Укрзалізниця Главное коммерческое управление</p> <p>Адрес: ул.Тверская, 5, г.Киев-150, МСП 03680</p> <p>Телефон: (+380) 44 465 14 90</p> <p>Факс: (+380) 44 465 14 99</p> <p>E-mail: Zoboleva(at)uz.gov.ua</p> |
| <p>PKP CARGO S.A. Claims Department - International Traffic</p> <p>Address: Sobieszewska Str. 3 PL-85-713 Bydgoszcz Poland</p> <p>Tel. : (+48) 52 518 37 81</p> <p>Fax : (+48) 52 518 37 83</p> <p>E-Mail : l.uzarski(at)pkp-cargo.eu</p> | <p>АО ПКП КАРГО Отдел рекламаций международных перевозок</p> <p>Адрес: Ул. Собешевска 3 85-713 Быдгощ Республика Польша</p> <p>Телефон : (+48) 52 518 37 81</p> <p>Факс : (+48) 52 518 37 83</p> <p>E-mail: l.uzarski(at)pkp-cargo.eu</p> |
| <p>National Freight Railway Company “CFR Marfa” – S.A. Societatea Națională de Transport Feroviar de Marfă “CFR Marfă” – S.A. Logistic Center - Customer Service Commercial Office Commercial Department handling irregularities</p> <p>Address: 98 Strada Turda Bl. 29 A, etaj 4, Bucharest 1, Romania 011333</p> <p>Tel. : (+40) 372 840 216</p> <p>Fax : (+40) 372 840 216</p> <p>E-Mail: florica.brencea(at)cfrrmarfa.com</p> | <p>Национальное общество железнодорожных грузовых перевозок «ЧФР Марфа» – А.О. Логистический центр по обслуживанию клиентов Коммерческий департамент Отдел по рассмотрению коммерческих нарушений</p> <p>Адрес: ул. Турда 98 Дом 29 А, 4 этаж, район 1, почтовый индекс 011333 Бухарест Румыния</p> <p>Телефон : (+40) 372 840 216</p> <p>Факс : (+40) 372 840 216</p> <p>E-mail: florica.brencea(at)cfrrmarfa.com</p> |
| <p>RCH Rail Cargo Hungaria Zrt. Legal Department, Checking of loss and damage and handling of claims Jog, Kárvizsgálat-és reklamációrendezés</p> <p>Address : Váci út 92. HU-1133 Budapest Hungary</p> <p>Tel. : (+36) 1 512 74 57 (+36) 1 512 74 47 (+36) 1 512 74 85</p> <p>Fax : (+36) 1 512 77 92</p> <p>E-Mail : karto(at)railcargo.hu</p> | <p>РЦХ ЗАО Рэйл Карго Хунгария Юридический отдел, проверка информации по убыткам, рассмотрение претензий</p> <p>Адрес : ул. Ваци 92 HU-1133 Будапешт Венгрия</p> <p>Телефон : (+36) 1 512 74 57 (+36) 1 512 74 47 (+36) 1 512 74 85</p> <p>Факс : (+36) 1 512 77 92</p> <p>E-mail : karto(at)railcargo.hu</p> |

| Undertaking | Перевозчик |
|---|--|
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