JSG Pilot Programme Governance

Jan-Christian Arms
Kick-Off Meeting, Vienna, RNE Joint Office

JSG | Governance document

✓ approved on 19.04.2017
✓ will be published at JSG website

Scope statement

The **JSG Pilot Programme** shall serve for the **purpose** of:

➢ implementing the information flow cycle from train and path planning (STPR) to train running and operation with the framework of TAF/TAP TSI
➢ showing that the identification of the trains and paths (TrainID, PathID, etc.) works properly in the whole cycle from planning to operation within the framework of TAF/TAP TSI
➢ executing predefined test cases as a proof of concept

If there is the need for adapting the regulation, the Change request shall be reported to JSG for further action.

General principles of the governance

The overall JSG Pilot Programme shall guarantee a **high degree of freedom** to the participating companies for:

➢ a neutral project structure where all involved entities are represented equally and decisions are taken by consensus
➢ testing companies arranging the test execution by themselves
➢ enabling individual financial facilities as no general funding coordination is provided
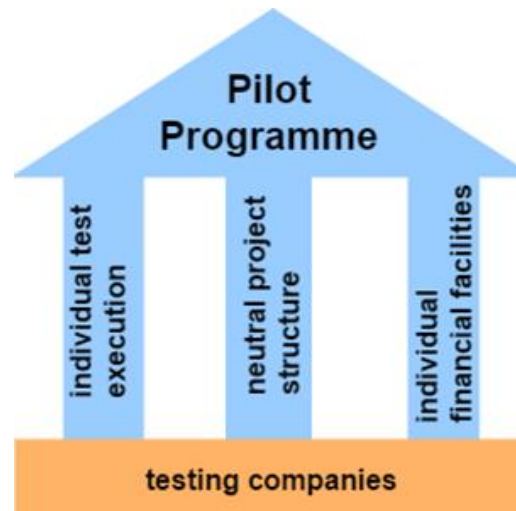
The governance structure shall allow the execution of the JSG Pilot Programme
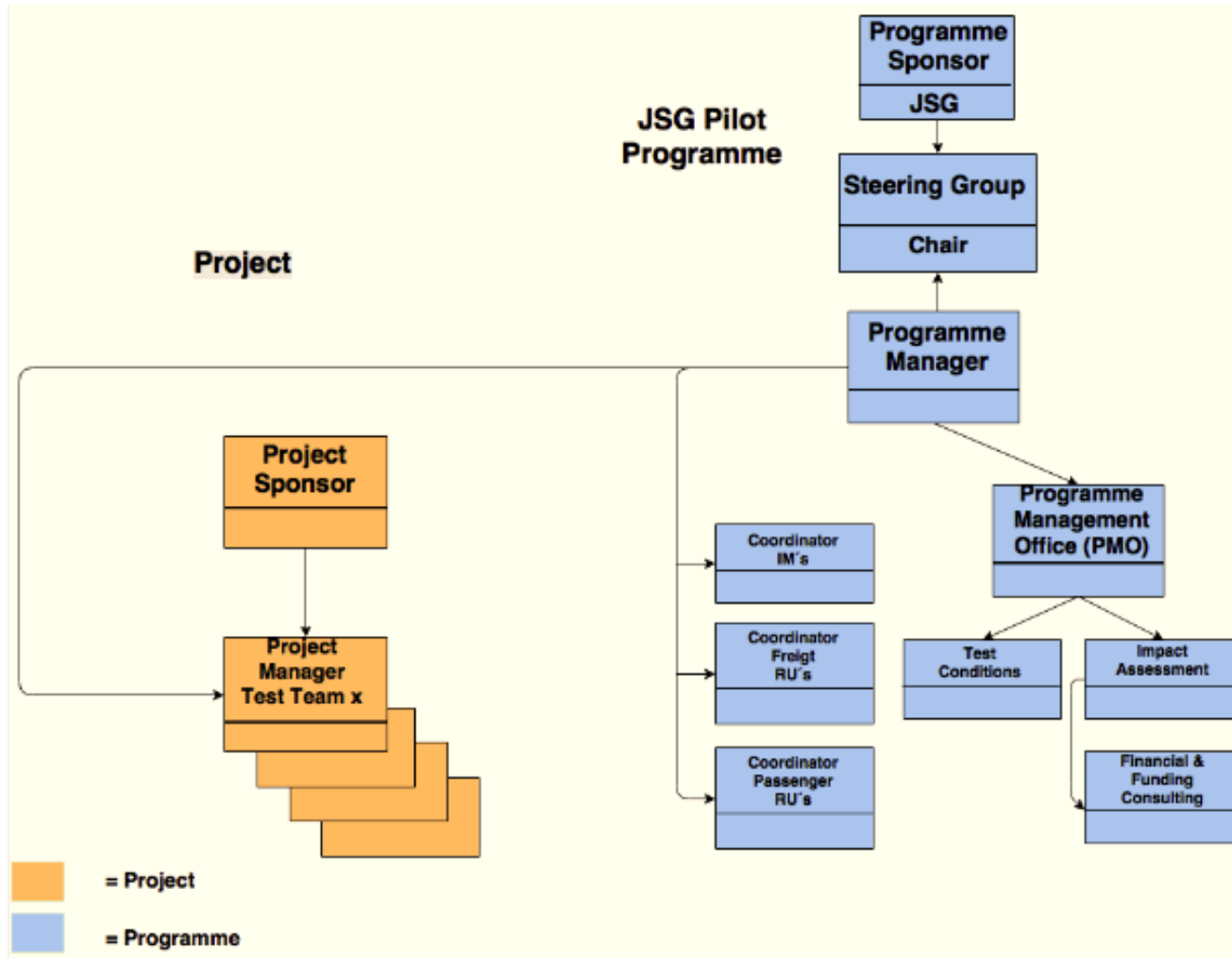
The **roles and responsibilities** of the **Steering Group (SteGr)** are:
- ➤ decision body for JSG Pilot Programme. Decisions must be respected by all Project entities.
- ➤ decides about changes of project structure as proposed by the Programme Manager
- ➤ shall ensure project execution in time and quality
- ➤ shall appoint the chairs of the programme groups Test Conditions, Impact Assessment and Financial and Funding Consulting
- ➤ chair and Programme Manager shall report to JSG
- ➤ chair shall report to the TAF/TAP Steering Committee

The SteGr is **managed by its chairman** and **composed of**:
- ➤ the Chairman and ViceChairman of the JSG
- ➤ Pilot Programme Manager
- ➤ the RUs and IM Coordinators
- ➤ the companies Project Sponsors

The SteGr chair shall be appointed by the Joint Sector Group (JSG).

The **roles and responsibilities** of the **Programme Manager (PgM)** are:

- is the general contact point for companies Project Managers
- shall lead the Programme Exchange Meeting.
- shall draft the programme report for the SteGr. The programme report shall be written regularly.
- shall present Programme reports and project execution at SteGr.
- shall execute Programme Meetings with JSG Pilot Programme Groups
- is responsible for Programme controlling and reporting
- shall develop the project structure further if necessary.
- shall follow the development of potential related international projects and shall identify consequences

The PgM shall be appointed by the Joint Sector Group (JSG).

The **roles and responsibilities** of the **Programme Management Office (PMO)** are:

➢ creation, update and execution of communication plan
➢ communication to project stakeholders (stakeholder analysis and management)
➢ shall draft programme reports
➢ shall update of programme plans
➢ shall check consistency of overall programme planning and project plan fitting
➢ shall update programme governance
➢ shall perform risk analysis

The PMO is **managed by the PgM** and **composed of**:

➢ Programme Manager
➢ chairs of Programme Groups Test Conditions, Impact Assessment and Financial and Funding Consulting
➢ identified experts of SMO / JSG

Entities of the JSG Pilot Programme (4)

The **roles and responsibilities** of the **Programme Groups** are:
- ➤ **Test Conditions**
  - – sets the preconditions for IT-systems Project test groups
  - – deals with issues on test conditions and supports PCS and TIS, where necessary
- ➤ **Impact Assessment**
  - – identify consequences for CCM, Implementation master plan and test cases
  - – identify influences on TAF/TAP implementation
- ➤ **Financial and Funding Consulting**
  - – information exchange about funding possibilities (e.g. INEA)

The Pilot Programme Groups are managed by its chairmen and are composed of identified experts of TEGs/Telematic Cluster.
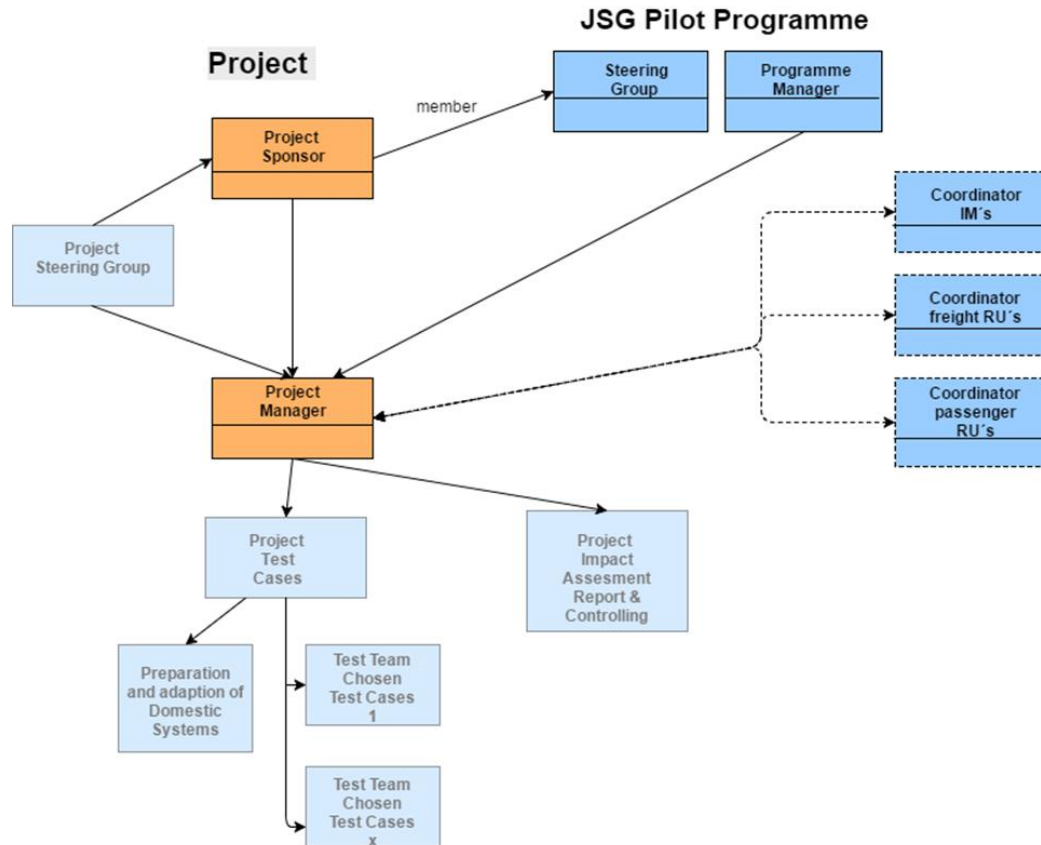
The chairmen are appointed by the SteGr on recommendation of the PgM. The chairmen report to the PgM.

Entities of the JSG Pilot Programme (5)

The **roles and responsibilities** of the **Coordinators for IMs and RUs** are:

➤ The Coordinators are contact points for companies Project Managers and involved railway companies.
➤ In order to assure harmonisation between the testing partners, the Coordinators shall organise coordination meetings in agreement with the PgM.
➤ The Coordinators shall represent needs and requirements of respective railway companies in the SteGr.
➤ The Coordinators are appointed by the SteGr on recommendation of the Telematic Cluster.

General principles for companies project structure

➢ Projects are groups of testing companies which have a common interest in testing a specific number of test cases together.

➢ The test cases can be chosen by the testing companies.

➢ The structure of Projects can be defined individually for each Project, only the Project Sponsor and the Project Manager are relevant for JSG Pilot Programme functions.

JSG Pilot Programme

Project

Project Sponsor — member → Steering Group / Programme Manager

Project Steering Group

Project Manager

Coordinator IM´s
Coordinator freight RU´s
Coordinator passenger RU´s

Project Test Cases

Project Impact Assesment Report & Controlling

Preparation and adaption of Domestic Systems

Test Team Chosen Test Cases 1

Test Team Chosen Test Cases x

= to be definded individually from each subproject

= Programme

= Project

The **roles and responsibilities** of the **Project Entities** are:

➢ **Companies Project Sponsor**
 – One representative of a participating company is elected as Project Sponsor, representing the interests of the Project.
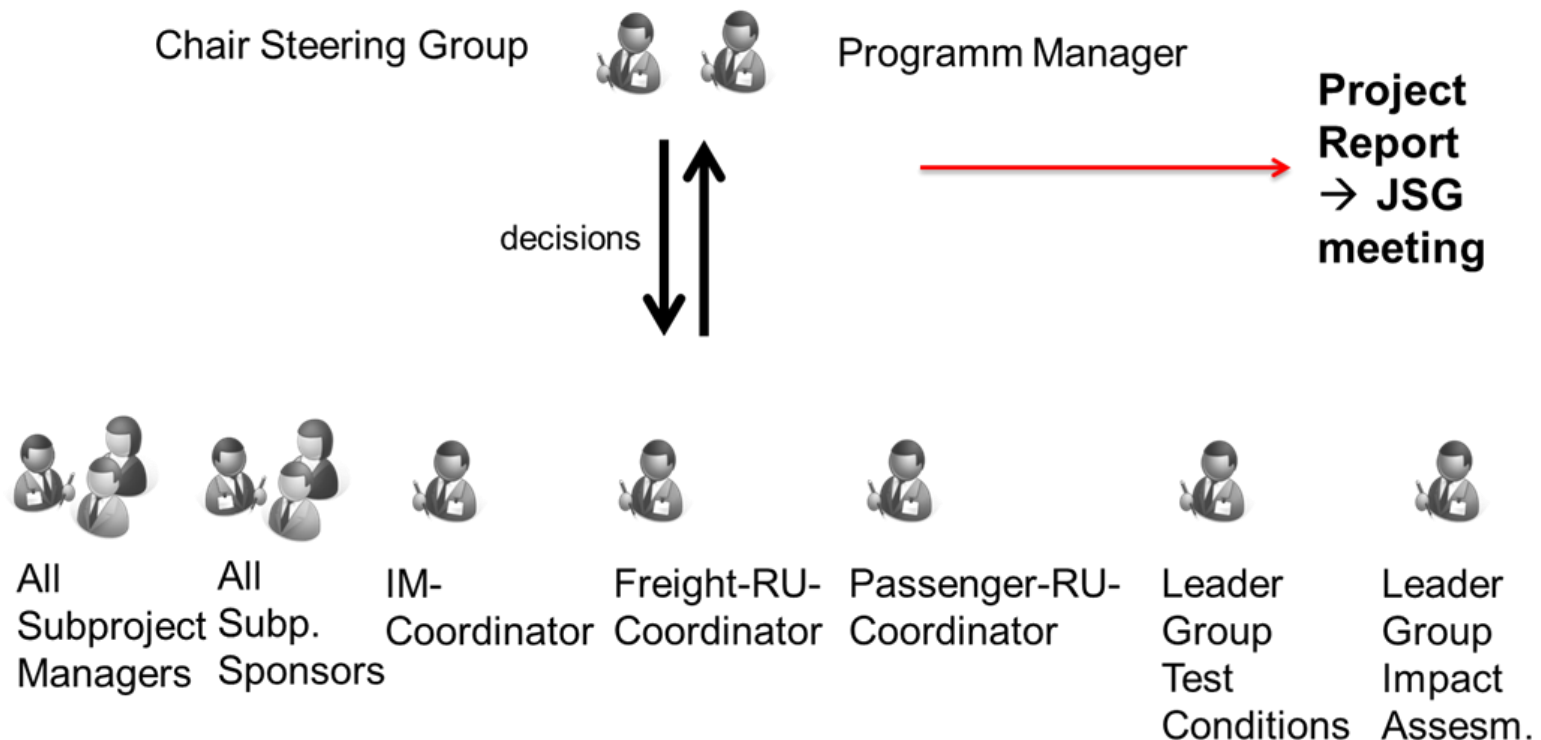 – is member of the SteGr
 – shall supervise the Project execution

➢ **Companies Project Manager (PjM)**
 – The Project Manager shall be appointed by the involved companies of the Project.
 – There shall only be one Project Manager representing the project in the JSG Pilot Programme.
 – reports to the Programme Manager.
 – runs the Project.
 – is responsible for an exchange of relevant issues with the Coordinators

In order to exchange the experiences of the different Programme and Project groups, a Programme exchange meeting shall be organised regularly.

Regularly Programme Exchange Meeting:

Chair Steering Group

Programm Manager

Project Report → JSG meeting

decisions

All Subproject Managers

All Subp. Sponsors

IM-Coordinator

Freight-RU-Coordinator

Passenger-RU-Coordinator

Leader Group Test Conditions

Leader Group Impact Assesm.

External stakeholder reporting

In order to inform external stakeholders, such as EUAR, DG MOVE and not participating RU/IM about the project execution, a JSG Pilot Programme Sounding Board shall be organised.

JSG Pilot Programme Sounding Board:

DG MOVE   EUAR   Interested RU/IM

Chair Steering Group   Programme Manager   RU/IM Coordinators
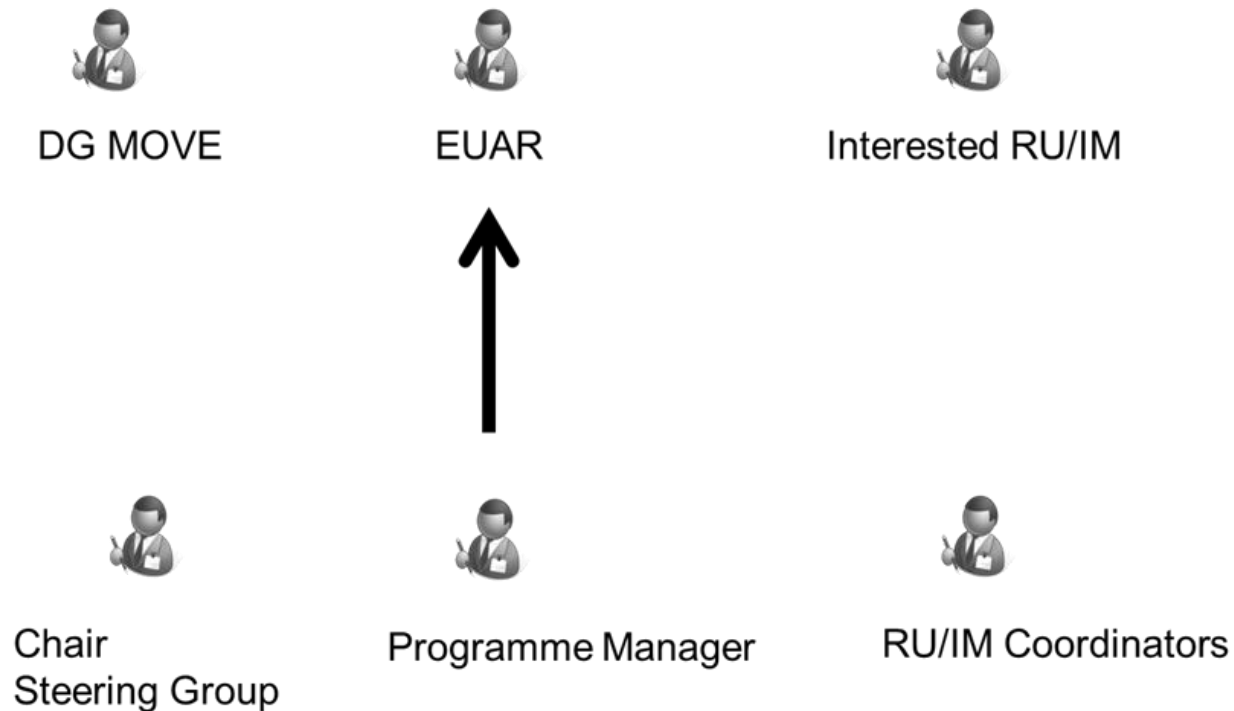
Positions of the JSG Pilot Programme as appointed to date

JSG

Entity	Position	Name	Status
Steering Group (SteGr)	Chair	Jan-Christian Arms (2017/2018) Carmen Lo Duca (2019/2020)	appointed JSG 19.04.17
	Programme Manager	Seid Maglajlic	appointed JSG 19.04.17
Test Conditions Group	Chair	(Matteo Soldini)/ Helmut Hantak	to be appointed by SteGr
Impact Assessment Group	Chair	Carmen Lo Duca/ Miroslav Haltuf	to be appointed by SteGr
Financial and Funding Consulting Group	Chair	Harald Reisinger/ Michael Pfitzner	to be appointed by SteGr
	IMs Coordinator	Harald Reisinger/ Network Rail	to be appointed by SteGr
	Freight RUs Coordinator	Michael Pfitzner	to be appointed by SteGr
	Passenger RUs Coordinator	Matteo Soldini	to be appointed by SteGr