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## INTERNAL INSTRUCTIONS

regulating the procedures for issuing Permits for special usage of the road on the territory of the bridge and the systems of the adjoining infrastructure to the points of their connection with the existing road and rail approaching in infrastructure on the territories of the Republic of Bulgaria (hereinafter, referred to as "object") from "Danube Bridge Vidin - Calafat" AD

Permits for special usage of the road on the territory of the "object" are issued on the basis of Art. 12 par. 5 of the "Agreement between the Government of Romania and the Government of Republic of Bulgaria for the establishment of a Joint Commercial Entity – Operator of the new combined (road and rail) bridge between the two states over the Danube River between the towns of Calafat (Romania) and Vidin (the Republic of Bulgaria)", where the "object" is defined in Art. 2 p. 5

### Section I INSTRUCTIONS

authorizing the special use of the road / SUR / through the construction and operation of commercial roadside objects / CRO / and road links to them under the road and in the service areas

**I. The Legal framework for the approval of the construction and operation of commercial roadside objects and road links to them under the road and in the service areas is:**

- Agreement between the Government of Romania and the Government of Republic of Bulgaria for the establishment of a Joint Commercial Entity – Operator of the new combined (road and rail) bridge between the two states over the Danube River between the towns of Calafat (Romania) and Vidin (the Republic of Bulgaria), ratified by a law adopted by the 42 the National Assembly on 30.05.2013 г. – State gazette, N. 49 from 4.06.2013 , issued by the Ministry of transport, information technologies and communications, published, State gazette, N. 52 from 14.06.2013, effective from 4.06.2013;
- Roads Act /RA/;
- Law on Spatial Planning /LSP/;
- Rules for the Implementation of the Road;
- Ordinance for Special Use of the Roads /OSUR/;
- Rules for the structure, activity and organization of work of "Danube Bridge Vidin - Calafat" AD;
- Charging Tariff of the taxes of "Danube Bridge Vidin - Calafat" AD;

- Other normative documents related to the special use of roads

## II.Procedures

Within the Roads Act and Ordinance for Special Use of the Roads are defined the procedures, regarding the approval of designs and issuance of permits for special use of roads / SUR /.

During the process of issuance of permits regarding SUR activities from “Danube Bridge Vidin - Calafat” AD the following main legal regulations and sub-regulations must be observed:

**In accordance with Art.3 par. 2 of RA:**

**Republican roads are highways, speed roads and roads of first, second and third grade which provide transport links of national importance and form the state road network. Separate national roads included in the TEN road network.**

The roads on the territory of the “object”, managed by “Danube Bridge Vidin - Calafat” AD have the status of speed roads.

**In accordance with Art.3 par. 8 and 9 from RA:**

"(8) speed roads are national objects. They are specially constructed and marked traffic roads only for vehicles with higher speeds and have the following characteristics:

1. have separate lanes for traffic in each direction with a dividing strip between them, each canvas with at least two lanes;
2. intersection with other roads, streets, railway and tramway is only on different levels;
3. infusion and casting motion of the traffic is carried only by the junctions of different levels.

In connection with the above and the definition of the section of road on the territory of the bridge and associated systems of the adjoining infrastructure to their points of connection to the existing road infrastructure approaches, such as "speed road" must take into account the following regulations:

- **The Limiting Construction line** is situated on **50m** measured horizontally and perpendicular to the axis of the road by the end (edge) of the roadway or on the emergency lane;
- **The service area** covers land area strip **100 meters** wide, measured horizontally and perpendicular to the axis of the road by the end of its range.

**The scope of the road** is the area on which they are located sub-grade and restrictive strips on both sides, with airspace above the height, determined by the norms for designing roads.

The scope of road along the road facilities for bridging over obstacles and tunnels comprises horizontal projection of the facility on the land and restrictive strips on both sides of this projection.

Restrictive bands are with width 2 meters each.

The width of the scope of the road outside the populated areas and within the limits of the urban areas with unregulated adjacent areas shall be determined by the road project.

In the Road Act the following amendments and additions are added:

- a new column is established, named "Speed Road" and with indicators regarding

permissible speed of the driver of a vehicle in km / h, as follows:

Category A	90
Category B	120
Categories C, D	90
Categories B+E, C+E, D+E	90

According to Art.6 of the GFA, national and municipal roads have on both sides restrictive building line, which has 50m in highways, 25m at other national roads and 10 meters at municipal roads, measured horizontally and perpendicular to the axis of the road by the end (edge ) on the roadway or on the emergency lane.

According to Art.6 of the RA, **republican and municipal roads have on both sides restricting construction line, which is situated on 50m on the motorways, on 25m at rest of the republican roads and on 10m on municipal roads, measured horizontally and perpendicular to the axis of the road by the end (edge) of the roadway or on the emergency lane.**

According to Art.7, par. 1 and par. 2 of the RA, **republican roads outside the boundaries of the urban areas and settlements have on both sides serving areas. Serving area covers land area of 100m on the highways and 50m on other republican roads measured horizontally and perpendicular to the axis of the road by the end (edge) of its range.**

According to Art.25, par. 1 of the RA, **in the area from the axis of the road to the restriction construction line under art.6 it is forbidden any construction, improvement or extension of the existing objects, except for these meant for passengers' serving, provided that the road safety is ensured and these are permitted on the grounds of art.26 of the RA.**

According to Art.25, par. 5 of the RA:

„in the coverage of the serving area of the motorways and speed roads it is permitted **only** construction and operation of commercial roadside objects and of road links to these. It is prohibited the construction of such objects at a distance less than **3 km** before and after junctions.“

## **1. Acceptance of applications for performing of preliminary inspection on site for building of road junctions to commercial roadside objects in “Danube bridge Vidin – Calafat” AD.**

- The application shall be submitted by the person concerned and, and in case when an authorized representative, he shall apply and a copy of a notary endorsed Power of attorney. When the application is on behalf of a legal person – it shall be signed by the manager and shall bear company stamp;

- The application shall be accompanied by:
  - 1) current land drawing of the property;
  - 2) ownership documents;
  - 3) an indicative general plan with specified investment plan and registered road links'

- During the inspections on the site, representatives of "Danube Bridge Vidin-Calafat" AD shall attend, as well as representatives of Sector "Traffic police" within the relevant

Regional Directorate of the Interior Ministry and the person concerned. Committee shall draw up a protocol, signed by all committee members. If there are no objective obstacles for the construction of road links, in the protocol shall be recorded that the Employer may begin preparing the design of Communications - Transportation Plan / CTP / within a Detailed Plan to and under what conditions. It must be recorded that the protocol for inspection is valid for six months, during which period "Danube Bridge Vidin-Calafat" AD shall submitted a project. The inspection of the site is at the applicant's expenses.

- In the inspection protocol shall be recorded advertising facilities /if any/ with Operating permits issued, which are affected by the road junction. It shall be clarified who will bear the expenses regarding the removing of the advertisement facilities on the positions indicated by "Danube Bridge Vidin-Calafat" AD.

**2. Acceptance of applications for reviewing of designs for Communication-transportation plans /CTP/ within a Detailed Plan in “Danube bridge Vidin – Calafat” AD. The applicants shall enclose to the application a design for a CTP in 3 /three/ copies, consisting of:**

- A copy of ownership document;
- current land drawing of the property;
- a copy of Certificate of full designer's capacity and a copy of the insurance policy „Professional liability of the participants in design and building construction”;
- authorization of the relevant municipal authority for the elaboration of a detailed Plan;
- protocol for preliminary inspection;

**PROJECT DOCUMENTATION FOR CTP SHALL INCLUDE:**

- ✓ DETAILED EXPLANATORY NOTE;
- ✓ ROAD MAP in scale M 1:2000 covering 500 m before and 500 m after the object, with recorded all road facilities, intersections, structures and communications, owned by other institutions, other existing and permitted commercial roadside objects, with recorded accurate mileage for each object;
- ✓ CTP FOR THE ROAD LINKS IN SCALE 1:1000 with recorded:
  - *Location of the object /general plan/ with a legend for all buildings;*
  - *Restricting building line and service area of the road, as per the RA;*
  - *Existing and design situation of the road section, road axis and road junction bearing chainage of the main and detailed points in 100 m and a mileage, data for all design geometrical elements – horizontal curves, lane widths; lengths of inputs/outputs, etc.;*
  - *Intersections and connections of the agricultural roads;*
  - *Drainage structures /culverts, road and protective trenches, gutters, draining shafts, collectors and drainage systems/ with their mileage;*
  - *Protective facilities;*
  - *Supporting, retaining walls, gabions and etc.;*
  - *Facilities and communications owned by other institutions;*
- ✓ VERTICAL SIGNALLING WITH TRAFFIC SIGNS AND HORIZONTAL MARKING IN SCALE 1:1000;
- ✓ LONGITUDINAL PROFILE IN SCALE 1:2000/200;
- ✓ TYPES OF CROSS SECTIONS IN SCALE 1:50 and details;



### ✓ REQUIREMENTS TO THE DRAWINGS:

- Drawings shall be stamped and signed by a designer with full design capacity;
- They shall be elaborated in scale format of A1, A2 and A3;
- All texts and numbers shall be painted with an appropriate size in order to appear clear and legible
- An opinion by the Sector “Traffic Police” within the Regional Directorate of MI;
- If the road link affects other owners’ properties, the applicant shall submit notary endorsed declarations by their owners rendering a right of way.

CTP within the Detailed Plan for the object shall be examined in „Danube bridge Vidin – Calafat” AD, after that together with an opinion by the expert of „Danube bridge Vidin – Calafat” AD and a copy of a document for paid in fee under the Tariff for collecting of fees in „Danube bridge Vidin – Calafat” AD shall be submitted to the Management Board of „Danube bridge Vidin – Calafat” AD for a final decision. In the opinion of the expert of „Danube bridge Vidin – Calafat” AD shall be obligatory recorded whether it is a subject of reconstruction or major repair of road section, when the construction is planned and the whether the design solution for road junction is in conformity with the technical design for reconstruction or major repair. Expert’s opinion is for the Management board of „Danube bridge Vidin – Calafat” AD and is intended for official use.

***3. Accepting in „DANUBE BRIDGEVIDIN – CALAFAT” AD request for coordination of „Technical designs” /”work projects”/ and issuing of permits for special use of the roads through construction of commercial roadside objects and road links to them.***

For issuing of a Permit for special use of the road through the construction of commercial roadside objects to it, „DANUBE BRIDGEVIDIN – CALAFAT” AD examines and coordinates submitted by the applicant projects in the stage of „Technical design’ /working project’/. Projects shall be submitted in „DANUBE BRIDGEVIDIN – CALAFAT” AD in 3 /three/ copies, with the following requirements regarding the contents and volume:

### DOCUMENTS:

- An application submitted by the person concerned for coordination of a project and issuing of a Permit for special use through construction of commercial roadside object and road link to it. When the application is submitted by a legal representative it shall be enclosed a notary endorsed Power of attorney. When the application is on behalf of a legal person – it shall be signed by the manager and shall bear company stamp;
- a copy of ownership document;
- current land drawing of the property;
- a copy of the land drawing /visa/ for design issued by the relevant authority;
- a copy of the Expert’s opinion on the SUR of „ DANUBE BRIDGEVIDIN – CALAFAT” AD for CTP with detailed Plan;
- opinion by the RD of MI;
- Certificate for the presence or absence of public obligations on the grounds of art 87, par. 6 of the Tax-insurance Procedure Code /TIPC/;
- a copy of Certificate of full designer’s capacity and a copy of the insurance policy „Professional liability of the participants in design and building construction”;

- If the road link affects other owners' properties, the applicant shall submit notary endorsed declarations by their owners rendering a right of way.

### TECHNICAL DESIGN / WORKING PROJECT :

- ✓ DETAILED EXPLANATORY NOTE;
- ✓ ROAD MAP in scale M 1:2000 covering 500 m before and 500 m after the object, with recorded all road facilities, intersections, structures and communications, owned by other institutions, other existing and permitted commercial roadside objects, with recorded accurate mileage for each object;
- ✓ TRACING PLAN IN SCALE 1:2000
- ✓ GEOMETRICAL SOLUTION ON TOPICAL TACHOMETRIC LAYOUT IN SCALE M 1:1000 with recorded:
  - *Location of the object /general plan/ with a legend for all buildings;*
  - *Restricting building line and service area of the road, as per the RA;*
  - *Existing and design situation of the road section, road axis and road junction bearing chainage of the main and detailed points in 100 m and a mileage, data for all design geometrical elements – horizontal curves, lane widths; lengths of inputs/outputs, etc.;*
  - *Intersections and connections of the agricultural roads;*
  - *Drainage structures /culverts, road and protective trenches, gutters, draining shafts, collectors and drainage systems/ with their mileage;*
  - *Protective facilities;*
  - *Supporting, retaining walls, gabions and etc.;*
  - *Facilities and communications owned by other institutions;*
- ✓ VERTICAL SIGNALLING WITH TRAFFIC SIGNS AND HORIZONTAL MARKING IN SCALE 1:1000 /coordinated with sector "Traffic police" within RD of MI;
- ✓ LONGITUDINAL PROFILE IN SCALE 1:2000/200;
- ✓ TYPES OF CROSS SECTIONS IN SCALE 1:50 and details;
- ✓ CROSS-SECTIONS ON TYPICAL PLACES in scale 1:100
- ✓ DETAILED PLAN FOR DRAINAGE – for lengths M 1:1000 and widths
- ✓ M 1:500, comprising section of the road 100 m before/after the entrance/exit of the object, road link to the site of the object;
- ✓ All drawings shall be stamped and signed by a designer with full design capacity and shall be elaborated in scale format of A1, A2 and A3, using legible print and appropriate size.

Technical designs for the objects are examined by the SUR expert of „Danube bridge Vidin - Calafat” AD, after that with a Statement it is submitted for final decision to the management Board of „Danube bridge Vidin - Calafat” AD. In the opinion of the expert of „Danube bridge Vidin – Calafat” AD shall be obligatory recorded whether it is a subject of reconstruction or major repair of road section, when the construction is planned and the whether the design solution for road junction is in conformity with the technical design for reconstruction or major repair. Expert's opinion is for the Management board of „Danube bridge Vidin – Calafat” AD and is intended for official use. A copy of a document for paid in fee under the Tariff for collecting of fees in „Danube bridge Vidin – Calafat” AD shall be enclosed. The fee shall be reduced to 50% with resubmission for coordination after removal of inconsistencies established with the original examination.

*Note:* if the applicant submits a request only for coordination of technical design and within a

period of one year since the coordination does not make a request for receiving of permit for construction, the project loses its legal action.

### **PERMIT FOR SPECIAL USE OF THE ROAD / SUR / THROUGH THE CONSTRUCTION AND OPERATION OF COMMERCIAL ROADSIDE OBJECTS / CRO / AND ROAD LINKS TO THEM UNDER THE ROAD AND IN THE SERVICE AREAS:**

- Permit for special use of the road / SUR / through the construction and operation of commercial roadside objects / CRO / and road links to it is issuing under pattern - Annex №1.
- Permit for construction is elaborated in „Danube bridge Vidin - Calafat” AD in 4 /four/ copies /signed by the person drafted it, coordinated with the legal expert, approved by the SUR expert of „Danube bridge Vidin - Calafat” AD and bearing the stamp of „Danube bridge Vidin - Calafat” AD / and is submitted to the Management Board of „Danube bridge Vidin - Calafat” AD. A copy of a document for paid in fee under the Tariff for collecting of fees in „Danube bridge Vidin – Calafat” AD shall be enclosed.
- In the permit are stated the conditions /if any/ from the opinion of the expert of „Danube bridge Vidin – Calafat” AD, based on which is coordinated the technical design/working/ project.
- The permit/authorization for special use is valid for a period of one year.

**Note:** If within the one-year period a building of road link has begun, construction may continue under the conditions of the permit issued. If within the one-year period construction has not begun, the procedure starts again.

A special register in "Danube Bridge Vidin-Calafat" AD is kept for the permits issued. Officials in the "Danube Bridge Vidin-Calafat" AD drawing up these registers are responsible for the accuracy of the information.

The deadline for submission of the set of documents for permit/ authorization to build Commercial roadside objects in the "Danube Bridge Vidin-Calafat" AD is 14 days from the date of receipt of the file in the Company. When omissions and incompleteness in the file are established, it shall be returned to the applicant for corrections.

#### ***4. Acceptance in „Danube bridge Vidin -Calafat” AD of requests for issuing of permits for SUR through operation of CRO and road links to them.***

### **DOCUMENTS:**

- An application submitted by the person concerned for issuing of a Permit for special use through construction of commercial roadside object and road link to it. When the application is submitted by a legal representative it shall be enclosed a notary endorsed Power of attorney. When the application is on behalf of a legal person – it shall be signed by the manager and shall bear company stamp;
- Certificate for the presence or absence of public obligations on the grounds of art 87, par. 6 of the Tax-insurance Procedure Code /TIPC /.

## PERMIT FOR SPECIAL USE OF THE ROAD / SUR / THROUGH OPERATION OF COMMERCIAL ROADSIDE OBJECTS / CRO / AND ROAD LINKS TO THEM UNDER THE ROAD AND IN THE SERVICE AREAS:

- Permit for special use of the road / SUR / through operation of commercial roadside objects / CRO / and road links to it is issuing to the concerned person under conditions met in Permit for special use of the road / SUR / through operation of commercial roadside objects / CRO / and road links to it.
- Permit for special use of the road / SUR / through operation of commercial roadside objects / CRO / and road links to it is issuing under pattern - Annex № 2.
- Permit for operation is elaborated in „Danube bridge Vidin - Calafat” AD in 4 /four/ copies /signed by the person drafted it, coordinated with the legal expert, approved by the SUR expert of „Danube bridge Vidin - Calafat” AD and bearing the stamp of „Danube bridge Vidin - Calafat” AD / and is submitted for issuance to the Management Board of „Danube bridge Vidin - Calafat” AD, accompanied by the opinion of the Expert in „Danube bridge Vidin - Calafat” AD, whether the road link is executed in accordance with the coordinated project, with conditions met under the Permit for construction.
- The authorization to include the type of the object and the classification for the Tariff of fees collected by the "Danube Bridge Vidin-Calafat" AD.
- When re-issuance of an Operation Permit explicitly to be mentioned the reason / sale, change in classification under Tariff of fees collected by the "Danube Bridge Vidin-Calafat" AD /. Upon change of ownership at already built CRO and road links to it, the charge for the special use through operation is due by the new owner from the date of acquisition, as before that date the responsibility is joint of the old and the new owner. In reissuing the permit due to a change of the person concerned, as provision in it to be written the next text:  
"This permit replaces the permit № and fee under Tariff of fees collected by the "Danube Bridge Vidin-Calafat" AD is due from the date / quotes the date /. If there is no interruption in the operation of the object / the interruption is certified by a bilateral Statement of findings / there should be no interruption in the payment under the Tariff of fees collected by the "Danube Bridge Vidin-Calafat" AD.

When changing the classification of the new object, the new fee is payable from the date of the Statement of findings, which will be reflected in the permit.

The permits issued are classified in a special register in "Danube Bridge Vidin-Calafat" AD. The officials, keeping the registers in the "Danube Bridge Vidin-Calafat" AD are responsible for the accuracy of the information.

The deadline for submission of the set of documents for authorization to operate a CRO in "Danube Bridge Vidin-Calafat" AD is 14 days from the date of receipt of the file to "Danube Bridge Vidin-Calafat" AD. When omissions and incompleteness of the file are found, this file must be returned to the importer for correction.

### III. Revocation of permits for SUR

The issued permits for SUR are being revoked on the ground of Art. 26, para. 9 of the RA and in a relation to Art. 7, para. 1 from OSUR.

#### 1. *Compulsory revocation of the permits.*



In accordance with Art. 57, para. 4, p. 3 of RA, when delay payment of the due annual taxes under Art. 18, para. 3 RA occurs and there is a continuing implementation of the SUR, "Danube Bridge Vidin-Calafat" AD revokes the issued permit and on the expenses of the infringer interrupts the access to the site.

In case of written notice from the SUR employee of "Danube Bridge Vidin-Calafat" AD that an object has overdue payments under the Tariff of fees for operation of CRO and road links to it, "Danube Bridge Vidin-Calafat" AD prepares draft order / Application № 3 / - Model 1 for withdrawal. To the file to be applied the notification of fees due, document certifying that the notification is received / receipt / and a copy of the authorization. The documentation is sent to the Management Board /or to the authorized by the Management Board of "Danube Bridge Vidin-Calafat" AD officer/ for taking of decision by the Management Board / or authorized officer /regarding the withdrawal of the authorization for these CRO on the site.

The orders are prepared in "Danube Bridge Vidin-Calafat" AD at 4 / four / copies / signed by the drafters, approved by the lawyer, and by the SUR expert of "Danube Bridge Vidin-Calafat" AD and with the stamp of "Danube Bridge Vidin Calafat "AD and are sent to the Management Board of " Danube Bridge Vidin-Calafat "AD to be issued.

After issuing the order, it shall be submitted the the person concerned formally by letter with acknowledgment of receipt.

## ***2. Termination of the permit at the request of the person concerned.***

Upon written notification from the person concerned for termination of the operation of CRO a bilateral Statement of findings is drawn up. "Danube Bridge Vidin-Calafat" AD prepares a draft order / Application № 4/ Model 2 for the withdrawal of the permit. To the file are applied: the request for termination of the operation, the Statement of findings and a copy of the authorization itself. The Documentation is sent to the Management Board of the "Danube Bridge Vidin-Calafat" AD for taking of decision by the Management Board / or authorized officer /regarding the termination of the relevant authorization for CRO of the object. The orders are prepared in "Danube Bridge Vidin-Calafat" AD at 4 / four / copies / signed by the drafters, approved by the lawyer, and by the SUR expert of "Danube Bridge Vidin-Calafat" AD and with the stamp of "Danube Bridge Vidin Calafat "AD and are sent to the Management Board of " Danube Bridge Vidin-Calafat "AD to be issued.

## **IV. CRO, operating without SUR permits**

For constructed and operating without permission from the administration managing the road objects and road links to them, the relevant administrative and penal provisions of the Roads Act to be applied.

### **APPLICATIONS:**

- ✓ Application № 1 — Permit for special use of the road through construction of a commercial roadside objects and road links to them;
- ✓ Application № 2 - Permit for special use of the road through operation of a

- commercial roadside objects and road links to them;
- ✓ Application №3 – Ordinance for withdrawal of permit for special use of the road through operation of a commercial roadside objects and road links to them /Example 1/;
- ✓ Application № 4 - Ordinance for termination of permit for special use of the road through operation of a commercial roadside objects and road links to them / Example 2/;
- ✓ Application № 5 — Ordinance for withdrawal of order for revoking the permit permit for special use of the road through operation of a commercial roadside objects and road links to them because of voluntary repayment of the fees / Example 3/.

## Section II INSTRUCTIONS

**for issuing permits for special use of the roads / SUR / through the construction and operation of the advertising facilities / AF / along the site.**

### **I. Legal framework for the authorization the use of advertising facilities on the site:**

1. The Agreement between the Government of the Republic of Bulgaria and the Government of Romania for establishing a joint commercial entity - Operator of the new combined (road and rail) bridge between the two countries of the River Danube between the towns Vidin (Bulgaria) and Calafat (Romania), ratified by law adopted by the 42th National Assembly on 05.30.2013, the - SG. 49 of 4.06.2013 was issued by the Ministry of Transport, Information Technology and Communications, prom. SG. 52 from 06.14.2013, effective since 04.06.2013;
2. Roads Act;
3. Ordinance for Special Use of the Roads / OSUR;
4. Regulations for the structure, activity and organization of work in „DANUBE BRIDGE VIDIN-CALAFAT” JSC and its administration.
5. Tariff of tolls collected by the „DANUBE BRIDGE VIDIN-CALAFAT” JSC.
6. Other normative documents related to the special use the roads.

According to ORDINANCE FOR SPECIAL USE OF ROADS, a permission for construction of advertising facilities within the area of speed roads and in the service area shall be issued when the following conditions are fulfilled:

- the advertising facility is at a distance not less than 1500 meters from road junctions;
- the advertising facility does not limit the visibility of the traffic signs;
- the advertising facility together with its whole gauge is at a distance at least 3 meters from the edge of the pavement and the distance from the center of its bearing column to the edge of the road surface is not less than 5 meters;
- the distance between the individual advertising facilities in the direction of traffic is not less than 300 meters;
- the upper edge of the foundation of the advertising facility does not exceed the level of the terrain.

The permit for construction of advertising facilities shall be refused when:

- in areas of limited visibility;
- in widened road sections for aircraft landing;
- suspended at the construction of bridges and overpasses;
- in tunnels and at a distance less than 600 meters before them;
- in the middle dividing strip;
- are built as bridging structures over the roads;
- look like road signs by form, colour and content character;
- when the advertising facility has the profile of supporting column different than ring shape.

### **II. Acceptance and coordination of projects for construction of the AF:**

1. The projects for construction of the AF, which will be constructed on site are sent to the

„DANUBE BRIDGE VIDIN-CALAFAT” JSC for re-inspection and adoption. A Commission from „DANUBE BRIDGE VIDIN-CALAFAT” JSC considers the project, its acquisition of the necessary documents, gives its statement and sends it to the Management Board of the „DANUBE BRIDGE VIDIN-CALAFAT” JSC. It is compulsory the projects to be entered in the Management Board of „DANUBE BRIDGE VIDIN-CALAFAT” JSC by the expert SUR of „DANUBE BRIDGE VIDIN-CALAFAT” JSC.

## 2. The Projects should contain the following requisites:

- Stamps of Designer and Technical Supervision part Construction
  - Designer's data - a true copy of the certificate of full qualification and a copy of the insurance policy "Professional liability of the participants in the design and construction" . The same documents are required for the Technical Supervision
  - Explanatory note containing legal documents used in the design of the structure.
  - Static calculations /wind-load of static and pulsed components, check the roll around the front edge of the foundation and others are mandatory/
  - Construction drawings of the steel structure with specification in working phase and developed details in phase construction and fitting details /CFD/.
  - Construction drawings of the foundations and other
  - Agreement of TP is refused when the vertical bearing column /columns/ has a profile different than ring shape.
  - Together with the submitted project, a situation of the road with indication of the spot of AF shall be also presented. The scope of road, the service area of the road and the distance of AF from the edge of the asphalt layer shall be indicated. The situation to cover the section of the road, which is 300 meters before and 300 meters after the place where the facility is planned to be constructed.
  - GPS coordinations for AF.
- **Procedure for determining the right location for construction of AF shall start AFTER the approval of the technical design for construction of the AF.**

## III. Accepting applications and performing reinspection of to determine the locations for the AF.

1. Applications must be submitted by interested persons to the „DANUBE BRIDGE VIDIN-CALAFAT” JSC, necessarily signed by the General Manager /authorized person/ company stamp for legal entities, as well as specified UIC / BULSTAT, and for individuals - in person or by a duly authorized person.

2. The person concerned shall submit agreed by the „DANUBE BRIDGE VIDIN-CALAFAT” JSC a project for the construction of the AF to accurately estimate the requirements of Art. 15 of OSUR.

3. After accepting the request by the Executive Director of the „DANUBE BRIDGE VIDIN-CALAFAT” JSC, the person concerned shall organize on its own expense the inspection on the spot for the construction of AF by a committee with representatives of the „DANUBE BRIDGE VIDIN-



CALAFAT” JSC. During the inspection a representative of the "Traffic Police" from the respective Regional Directorate of the Ministry of Interior must be present. The person concerned must present or be represented by a duly authorized person.

4. After determining the location, a Protocol for preliminary inspection of the location shall be signed /Annex 1/, by all committee members of „DANUBE BRIDGE VIDIN-CALAFAT” JSC, the officer of the Regional Directorate of the Ministry of Interior and the person concerned. The Protocol shall describe all the circumstances arising from the requirements of Art. 15 of OSUR /protocol may also include other specific requirements at the discretion of the committee members/.

5. The Protocol on the preliminary inspection is valid for 3 months from the date of issue and after its expiration if the person concerned did not entered full range required documentation for the issuance of permits for special use of roads in the managing administration which is operating the road, it loses the rights for the determined location, as the same location may be granted to another person. /**Application № 1**/.

6. The Protocol for preliminary re-inspection shall be approved by the Executive Director of „DANUBE BRIDGE VIDIN-CALAFAT” JSC and shall be stamped by „DANUBE BRIDGE VIDIN-CALAFAT” JSC.

## **II. Issuance of permits for special use of roads by constructing AF.**

The issuance is pursuant to art. 12 para. 5 of the Agreement between the Government of the Republic of Bulgaria and the Government of Romania for establishment a joint commercial entity - operator of the new combined (road and rail) bridge between the two countries of the River Danube between the towns Vidin (Bulgaria) and Calafat (Romania) in relation to Art. 18 para. 1 and Section 26 para. 3 of the Roads Act and Art. 13-15 of the Ordinance for the special use of roads.

### ***1. Validity and sample***

- The permit for special use of the road by constructing AF is valid for 6 months starting from the date of issuance. The permit for special use of the road by constructing AF is issued by form under Art. 13, para. 2 of OSUR.

### ***2. Documents which the person concerned shall apply to „DANUBE BRIDGE VIDIN-CALAFAT” JSC:***

- Request for authorization for special use of the road by constructing AF must be signed by the person or duly authorized person and stamped by the company. In cases where the application is submitted by a representative of the person concerned, a certified copy or the original of the Power of Attorney shall be submitted. In the cases when the application is submitted by the company-contractor which is authorized by the person concerned to submit documents on its behalf and to perform the coordination and development of the AF, a copy or original of the Power of Attorney and the Contract by which the both sides are regulating their relations, must be submitted.
- Certificate for the presence or absence of public obligations under Art. 87, para.6 of Tax Insurance Procedure Code (TIPC).
- Copy of receipt for paid charge for issuance of permit, pursuant to art.1, para.1, i.1 from the

Charging Tariff which are collected by „DANUBE BRIDGE VIDIN-CALAFAT” JSC.

- Technical Design agreed by „DANUBE BRIDGE VIDIN-CALAFAT” JSC.
- Notarized consent from the landowner when advertising facility is built in the service areas of the road and affects other property; a copy of Deed for ownership and updated blue-print of the property, according to Art. 14 i. 4 of OSUR.
- Protocol on preliminary inspection, which is the valid at the date of submission the application to „DANUBE BRIDGE VIDIN-CALAFAT” JSC issuance of permit for construction of AF.
- Upon receipt of the request by any person concerned, a SUR (Special Use of Roads) expert from „DANUBE BRIDGE VIDIN-CALAFAT” JSC shall necessarily consult the „DANUBE BRIDGE VIDIN-CALAFAT” JSC, whether it has arrears under the Charging Tariff for the other AFs. If this is the case, the person concerned shall be notified in writing and in case of default of the obligations within a term of one month, „DANUBE BRIDGE VIDIN-CALAFAT” JSC must notify in writing of its refusal to issue a permit for construction of AF.

According to OSUR, the Management Board of „DANUBE BRIDGE VIDIN-CALAFAT” JSC shall re-inspection the documents and issue permits for special use of roads for construction and operation of the AF on the site.

The SUR Expert of „DANUBE BRIDGE VIDINCALAFAT” JSC shall prepare a complete project documentation for the relevant permits. The following originals of documents or their copies stamped and signed with name and signature of the employee authorized by the expert shall be submitted to the MB of „DANUBE BRIDGE VIDIN-CALAFAT” JSC:

- a draft permit in 4 copies / according to Application № 2, which explicitly states that by issuing a permit to operate an AF, the construction can not be made of vision-vinyl/. A copy of the draft permit to be agreed by the relevant officials and legal professional, as this shall be signed and stamped by the SUR expert of „DANUBE BRIDGE VIDIN-CALAFAT” JSC .
  - request for authorization for special use of the road by constructing AF with Reg. № given by „DANUBE BRIDGE VIDIN-CALAFAT” JSC and the relevant resolutions.
  - Certificate for the presence or absence of public obligations under Art. 87, para.6 of Tax Insurance Procedure Code (TIPC).
  - Copy of receipt for paid charge for issuance of permit, pursuant to art.1, para.1, i.1 from the Charging Tariff which are collected by „DANUBE BRIDGE VIDIN-CALAFAT” JSC.
  - The agreement letter, which approves the technical design for the construction of the AF for projects which are agreed during 2015, and for the agreed design and the rest /part – working drawings, which show the cross section of the supporting column /Columns/.
  - Notarized consent from the landowner when advertising facility is built in the service areas of the road and affects other property; a copy of Deed for ownership and updated blue-print of the property
  - Protocol for preliminary re-inspection in period of validity.
3. ***Conditions for issuance of permit for special use of roads by constructing AF, pursuant to Art. 15, para. 1 of the OSUR.***

Permit for construction of advertising facility (AF) in the scope of the road and the service areas, is issued when:

- there are no grounds for refusal under Art. 6 para. 1 of OSUR;
- the advertising facility shall be at distance not less than 1500m away of road junctions;
- the advertising facility does not limit the visibility of the signalling with road signs;
- the advertising facility together with its whole gauge is at a distance at least 3 meters from the edge of the pavement and the distance from the center of its bearing column to the edge of the road surface is not less than 5 meters;
- the distance between the individual advertising facilities in the direction of traffic is not less than 300 meters;
- the upper edge of the foundation of the advertising facility does not exceed the level of the terrain.

**4. *Refusal for issuance of Permit for special use of the road by construction of AF, pursuant to Art.15, para.2 of OSUR.***

The issuance of Permit for construction of advertising facilities is refused:

- In areas with limited visibility;
- In widened road sections for aircraft landing;
- suspended at the construction of bridges and overpasses;
- in tunnels and at distance not less than 600 m before them for highways and speed roads and 200 m for the rest types of roads; /and 1200m before tunnels located on republican roads, that coincide with the trans-European road network in Republic of Bulgaria and have length more than 500 m, pursuant to Art. 25, para.3 and para.4 of the Roads Act/.
- in the middle dividing strip;
- are built as bridging structures over the roads;
- look like road signs by form, colour and content characters and symbols;
- when the advertising facility has the profile of supporting column different than ring shape.

A special Register must be kept for the issued permits in „DANUBE BRIDGE VIDIN-CALAFAT” JSC

After completion of the AF, the person concerned shall immediately notify „DANUBE BRIDGE VIDIN-CALAFAT” JSC as requires a Protocol of Findings to be signed. The SUR expert of „DANUBE BRIDGE VIDIN-CALAFAT” JSC is also responsible for the timely notification to „DANUBE BRIDGE VIDIN-CALAFAT” JSC.

Officials from the "Danube Bridge Vidin-Calafat" JSC are preparing Protocol of Findings by official form of "Danube Bridge Vidin-Calafat" JSC /Annex №3/, in which ascertainment shall be placed whether the constructed AF corresponds to the regulatory requirements of the Roads Act and OSUR.

Constructed advertising facility without issued permit, has no right of vision /of vinyl/.

After the acceptance of AF by Protocol of Findings, the person concerned shall enter a request for issuance of permit for SUR through operation of AF within 15 days. If the person concerned has not yet submitted a request for permit for use, “DANUBE BRIDGE VIDIN-CALAFAT” JSC shall notify the person concerned, that if within a term of 1 month no request is submitted and the AF is operating without a permit, the relevant administrative penalty provisions

of the Roads Act shall be applied.

For the constructed advertising facility, for which a request for issuance of permit for special use of the road through operation of AF is entered, the penalties pursuant Art. 57, para. 4 of the Roads Act shall be applied, which are namely: When performing activities such as special road use without permission of the owner of the road or the managing administration of the road (in this case is "Danube Bridge Vidin-Calafat" JSC), as well as non-payment of the due charges, "Danube Bridge Vidin-Calafat" JSC shall notify the person concerned, and the same person concerned is obliged within a certain period to remove the effects of the infringement. In case of failure by the infringer, the effects shall be removed by "Danube Bridge Vidin-Calafat" JSC at the expense of the infringer. For receivable by the infringer "Danube Bridge Vidin-Calafat" JSC can obtain an order for immediate execution pursuant to Art. 418 of the Civil Procedure Code on the basis of an extract from their accounting records. "Danube Bridge Vidin-Calafat" JSC shall dismantle the relevant advertising facility and store it. If within one month of the dismantling, the facility is not required by the infringer or the relationship is not regulated, it becomes the property of the "Danube Bridge Vidin-Calafat" JSC.

If contacted within a month, the dismantled and stored advertising facilities shall be returned to the person concerned after payment of the costs for dismantling and storage and after payment of the charges.

In case, that the constructed AF is not accepted for use, “DANUBE BRIDGE VIDIN-CALAFAT” JSC shall notify in written the person concerned for the reason and sets terms for removing of ascertained and sets deadlines for eliminate remove the infringements / if any /.

The procedure for issuing permits for use shall continue only for AF that meets the requirements of Article 15 of OSUR.

The deadline for submission of the set of documents for issuing a permit for construction of the AF in "Danube Bridge Vidin-Calafat" JSC is 14 days starting from the date of receipt of the file in "Danube Bridge Vidin-Calafat" JSC. When omissions and incompleteness of the file are found, the file must be returned for correction.

## **II. Issuance of permit for special use of the roads by operating an AF.**

***1. The issuance of permit for use of AF is pursuant to Art. 18 para.1, and Art.26, para.3 of the Roads Act and Art.16 of OSUR.***

### **Validity and sample**

- The period of validity of an issued permit for special use of the road by operating the AF is 10 years /only for newly built AF/.
- When a change of ownership of the AF occurs, the permit for SUR by operation of AF is reissued to the new owner for the remaining period specified in the old permit.
- The permit for special use of the road by operation of AF is issued according to a sample pursuant to Art. 16, para.3 of OSUR /Annex № 4/.
- A copy of the draft permit to be agreed by the relevant officials and legal professional, as this shall be signed and stamped by the SUR expert of „DANUBE BRIDGE VIDIN-CALAFAT” JSC /refers to prepared drafts of permits, which are submitted to „DANUBE BRIDGE VIDIN-CALAFAT” JSC for signature by the authorized by the Management Board of ‘DANUBE BRIDGE VIDIN-CALAFAT’ JSC person/.



## ***2. Necessary documents for the issuance of the permit, which shall be placed by the person concerned to “DANUBE BRIDGE VIDIN-CALAFAT” JSC.***

- Request for issuance of permit for special use of the road by operating AF /the requirements of p. III shall be included/.
- A Protocol of Findings for the constructed AF, provided by “DANUBE BRIDGE VIDIN-CALAFAT” JSC „DANUBE BRIDGE VIDIN-CALAFAT” JSC.

## ***3. Conditions for issuance of permit for special use of the road by operating of AF.***

- Permission for operation of advertising facility within the road and/or service areas shall be issued at the request of the person concerned and subject to the conditions in the permit for special use by operating of AF.
- Fulfilment of the conditions of the permit for construction are recorded in protocol of findings which certifies that the facility is constructed according to the requirements of the Roads Act and Art.15 of OSUR /Annex №3/.
- Upon change of ownership within one month from transferring the ownership of the respective AF, the new owner is obliged to inform "DANUBE BRIDGE VIDIN-CALAFAT" JSC for the change. That notification must be submitted together with a notarized copy of the agreement for ownership transfer of the respective AF.

## ***4. Tax for special use of the road by operating of the AF.***

- According to Art.17, para.1 of OSUR, the tax for special use by operating the AF is payable from the date of the issued permit for special use by operating the AF and the same is determined in Art. 3, para. 3 of the Tax Tariff, collected by „DANUBE BRIDGE VIDIN-CALAFAT” JSC.

Pursuant to Art. 17, para.3 of OSUR, the permit for special use by operating of AF shall be granted to the person concerned after the payment of the due annual tax, but at deferred payment – after the first instalment.

As the owner of the road, "DANUBE BRIDGE VIDIN-CALAFAT" JSC provides the person concerned a bank account into which instalments shall be transferred at deferred payment. In case of failure to pay the necessary taxes, „DANUBE BRIDGE VIDIN-CALAFAT” JSC shall notify in written the person concerned, as the last is obliged to rectify the deficiencies within a certain term. In case of failure by the infringer, a procedure to revoke the permit for SPP by operating of AF and dismantling of the same. The procedure for removal of the AF is detailed in Part VI. **"Removal of the AF"**.

- The usage by operating of the AF is an obligation of the new owner since the date of acquisition, as the obligations before this date is joint responsibility of the old and new owner.
- The tax for the SUR by operation of AF is due also when repairing the AF and reconstruction, but only when dismantling of the AF is not required.

## ***5. General requirements for the permit for special use of the road by operating the AF.***

- For each advertising facility, separate permit shall be issued.
  - When reissuing of permit for operation the reason (for sale - the company provider of the AF, in case of kilometre marking - Identity /new and old km/) shall be explicitly mentioned. In the grounds for reissuing, the number of the old and permit and the chainage position to be written with the following text: "the present permit amends permit №..., and a text that explicitly sets the date on which the purchaser starts to pay the due taxes under the Charging Tariff collected by "DANUBE BRIDGE VIDIN-CALAFAT" JSC. In cases where

the contract of purchase and sale is not explicitly referred to such date as the beginning of payment in permit for use, the date of conclusion of the contract to be placed.

- The issued permits shall be recorded in a register kept by „DANUBE BRIDGE VIDIN-CALAFAT” JSC.
- On the constructed AF (to be visible on the structure) information of control registration number / CRN / shall be displayed, as follows:
  - ✓ The abbreviation of „DANUBE BRIDGE VIDIN-CALAFAT” JSC;
  - ✓ The first three letters of the company name;
  - ✓ The kilometre point; 1 – right or 2 left *Example:* „DANUBE BRIDGE VIDIN-CALAFAT” JSC-ABC-1-136,375-2
- Any advertising facility must be marked with a sticker containing information about the number and date of the permit for SUR, the name of the owner and telephone number.
- For constructed advertising facility for which no permit is required for the SUR by operation of AF, penalties under Art.57, para. 4 of the Roads Act shall be applied.
- The SUR Expert of "DANUBE BRIDGE VIDIN-CALAFAT" JSC prepares a full draft documentation for the appropriate permits, as in the Management Board of "DANUBE BRIDGE VIDIN-CALAFAT" JSC the originals or certified copies with signature and name of the expert of the following documents, shall be submitted:
- Request for permit for special use of the road by operating of AF with Entry № ... from "DANUBE BRIDGE VIDIN-CALAFAT" JSC and the relevant resolutions.
- Protocol of Findings for the constructed AF, approved and stamped by the expert of "DANUBE BRIDGE VIDIN-CALAFAT" JSC .
- When changing the person concerned of AF, the relevant agreements governing the relationship between the two companies shall be applied. To apply complete documentation indicating the history of the AF by the protocol order for its construction until the date of its sale.

The deadline for submission of the set of documents for permit for use of AF in "DANUBE BRIDGE VIDIN-CALAFAT" JSC is 14 days since the date of receipt of the file in "DANUBE BRIDGE VIDIN-CALAFAT" JSC. When omissions and incompleteness of the file occur, it must be returned to the person concerned for correction.

### **III. Dismantling of AF**

An advertising facility can be dismantled by force or by request of the owner. An AF is considered dismantled when the metal structure is removed and the foundation does not exceed the ground level.

In the first case, upon detection of "DANUBE BRIDGE VIDIN-CALAFAT" JSC, that an owner has overdue payments according to the Charging Tariff for the use of the AF of "DANUBE BRIDGE VIDIN-CALAFAT" JSC and did not pay the due sums on time, "DANUBE BRIDGE VIDIN-CALAFAT" JSC prepares a draft order /Annex №6 - model 1/, which shall be submitted to the Management Board of "DANUBE BRIDGE VIDIN-CALAFAT" JSC for taking a decision by the MB or by an authorized by the MB person to revoke the license for the AF. The complete set of documents should be submitted together with copies of the permits.

After issuing the order, it shall be delivered to the person concerned formally by letter with acknowledgment of receipt within a specified period in which the person concerned to perform the dismantling of its own. In case of default and failure of this period, "DANUBE BRIDGE VIDIN-

CALAFAT" JSC implements the provisions of Art.57, para. 4, i.3 of the Roads Act and dismantles the AF at the expense of the person concerned. In the second case, after notification by the owner for dismantling of the AF and confirmation by "DANUBE BRIDGE VIDIN-CALAFAT" JSC, within one week term, a bilateral protocol shall be prepared between the person concerned and "DANUBE BRIDGE VIDIN-CALAFAT" JSC approved and stamped by the Executive Director of "DANUBE BRIDGE VIDIN-CALAFAT" JSC. The Protocol of Findings shall be made according to Annex №5. An Order or Draft order to be prepared under Annex №7 - model 2.

The orders must be reinspected, and a copy of them must be signed by the appropriate officials, agreed with the legal counsel of "DANUBE BRIDGE VIDIN-CALAFAT" JSC. The Executive Director of "DANUBE BRIDGE VIDIN-CALAFAT" JSC shall also sign and stamp the copy.

When paying the due taxes by the person concerned for the SUR by operation of the AF under Art. 3, para. 3 of the Charging Tariff collected by "DANUBE BRIDGE VIDIN-CALAFAT" JSC, the deadline to appeal the order /inscribed in it/ before it entered into force, an order or draft order model 3 - Application № 8, shall be drafted..

Annex № 1 – Protocol of preliminary inspection

Annex № 2 – Permit for construction of AF

Annex № 3 – Protocol of Findings

Annex № 4 – Permit for operation of AF

Annex № 5 – Protocol of Findings of dismantled AF

Annex № 6 – model 1 of Order

Annex № 7 - model 2 of Order

Annex № 8 - model 3 of Order

### **Section III INSTRUCTIONS**

**for permitting the special use of roads /SUR/ by constructing new and repairing the existing linear or separately standing facilities and their operation of the access road and service areas.**

#### **I. Legal frame for permitting the construction and the operation of in the scope of the road of linear facilities**

- The Agreement between the Government of the Republic of Bulgaria and the Government of Romania for establishment a joint commercial entity - operator of the new combined (road and rail) bridge between the two countries of the River Danube between the towns Vidin (Bulgaria) and Calafat (Romania), ratified by Law, adopted by the 42th National Assembly on 30.05.2013 - SG, issue 49 of 4.06.2013, issued by the Ministry of Transport, Information Technologies and Communications, prom. SG issue 52 of 14.06.2013, in force since 04.06.2013;
- Roads Act /RA/;
- Law on Spatial Planning /LSP/;
- Rules for application of the Roads Act;
- Ordinance for Special Use of the Roads /OSUR/;
- Rules for the structure, activity and organization of work of „DANUBE BRIDGE VIDIN-

CALAFAT” JSC;

- Charging Tariff collected by „DANUBE BRIDGE VIDIN-CALAFAT” JSC;
- Other legal documents related to the special use of roads.

## Procedures

With the Roads Act and the Ordinance for special use of roads are defined the procedures for issuing of permits for special use of roads / SUR /. When issuing permits for activities of SUR, the following basic laws and regulations must be complied:

**In the texts of Art. 5 , 6 and 7 of the Roads Act, the scope of the road, the restrictive strips, the restrictive construction line and the service area of the road are defined.**

### **1. Accepting requests at „DANUBE BRIDGE VIDIN-CALAFAT” JSC for implementing of preliminary inspection on-the-spot for the construction of linear facilities.**

During accepting by "DANUBE BRIDGE VIDIN-CALAFAT" JSC of requests for preliminary inspection on site for the construction of linear facilities, together with the request of the person concerned, a written declaration to be submitted filled by the investor, with which the same shall, if is necessary move the conduit for reconstruction or repair of road, which in this case, the expenses for the displacement will be paid by the investor. The displacement should take place within a period not later than one month after the of "DANUBE BRIDGE VIDIN-CALAFAT" JSC to the investor. Otherwise, the "DANUBE BRIDGE VIDIN-CALAFAT" JSC is not responsible for the integrity of the conduit.

When issuing permits for activities of SUR is necessary to clarify exactly where the construction of new or renovation of existing linear facilities or separately standing facilities will be implemented - in the scope of the road; the restrictive strips; restrictive construction line or the road service area.

The request shall be submitted by the person concerned, but when submitted by an authorized representative - a copy of a notarized power of attorney shall be applied. When the request is placed by legal entity - the application must be signed and stamped by the company. When the request of person concerned is placed for functions which are not public service within the meaning of LSP, but are for servicing of specific property, the following shall be provided:

- Updated blue-print of the property;
- Property deeds; Notarial deed

During the inspection on-the-spot, representatives of "DANUBE BRIDGE VIDIN-CALAFAT" JSC and the person concerned must attend. The Commission prepares a Protocol, which shall be signed by all its members. If there are no objective obstacles for the construction of linear facilities, then explicitly shall be written in the mentioned Protocol, that the Employer can begin to develop the working design. It must be recorded that the Protocol for the inspection is valid for for the period 6 months, during which "DANUBE BRIDGE VIDIN-CALAFAT" JSC must receive the design. The inspection of the site shall be at the expense of the person concerned.

***2. Issuing of permits for special use of the road by constructing new and repairing existing underground and aboveground linear or separately located facilities and their operation in the scope of the road is based on Art.18, para. 1 and Art.26, para.3 of Roads Act, as well as Art.18, Art.19 and Art.22a of OSUR.***

**Depends on the road, three types of special use can be accepted for the linear facilities:**



2.1.1. **The crossings** are construction of linear facilities under or over the road when crossing the road at specific place /spot facility/.

2.1.2. **Linear facilities /conduits/** in the scope of the road are those, which are positioned along the road longitude /linear facility/.

2.1.3. **Separately standing facilities** in the scope of the road are agreed in the same way, as the advertising facilities, but indicating their specific particularities.

### **3. Scope and content of the projects**

**3.1. During the process of agreement of the linear facilities, part “Road” of the projects and schemes for “Temporary traffic organization during the construction”, pursuant to Art.20, para.4 of the OSUR must be submitted to „DANUBE BRIDGE VIDIN-CALAFAT” JSC, without the rest parts of the project.**

The projects must be submitted to „DANUBE BRIDGE VIDIN-CALAFAT” JSC and reviewed phase by phase - Detailed development Plan /DDP/ or working design.

The documents are first considered by the SUR expert of "DANUBE BRIDGE VIDIN-CALAFAT" JSC, afterwards together with a statement and the other documents of the site must be sent for final agreement to the MB of "DANUBE BRIDGE VIDIN-CALAFAT" JSC.

**3.2 The project in conceptual phase or DDP**, contains explanatory note, general road situation with chainage point of the crossings and the routes of the conduits in the scope of the road, a detail of the drilling /if there will be any/ and cross section of the road. This phase is not mandatory, can be bypassed and considered only at the request of the person concerned. The scale of the situation can be 1: 25000 or 1: 5000. It is unacceptable to make adjustments onto already returned project, but if necessary to adjust, the project shall be returned for correction.

**3.3. At the “Working” phase of the project or “Technical Design”, part “Road” and part “Temporary Traffic Organization” must be submitted for review to „DANUBE BRIDGE VIDIN-CALAFAT” JSC:**

When considering submitted projects to "DANUBE BRIDGE VIDIN-CALAFAT" JSC for construction in the scope of the road of linear facilities, part „Road" and part "TTO", the reviewers should pay attention to whether the facilities are designed so that during their operation, in the event of an accident, that should not affect the elements of the road and or endanger the road safety. When several persons are using one excavation to lay the linear facility, each of them must pay the full tax according to the Charging Tariff collected by "DANUBE BRIDGE VIDIN-CALAFAT" JSC, as each project is subject to agreement separately.

- At review of projects for construction of linear facility under the road and crossing it at specific place by horizontal drilling, a real cross section at the point of drilling with the exact location of shafts and characteristics of their type to be provided.
- At review of projects for construction of linear facility under the road and crossing it at specific place by trenching of the road surface, of high importance is the foreseen restoration of the road surface, a detail and calculations for the restoration of the road surface for pavement load of 11,5 tones/axle.

Restoration can be performed immediately after completion of construction of the linear facility by an authorized company and test to be performed by a laboratory authorized before the expiry of the permit.

Project or scheme for Temporary Traffic Organization for a linear facility shall be considered and agreed upon presentation of a written statement from the "Traffic Police" District Department - Vidin, of the Ministry of Internal Affairs.

If projects for construction of linear facilities in the scope of the road, part "Road" and part "TTO" are in the necessary volume and content, they are granted permit for construction, according to the methodology i. 5 of the Instructions.

- Detailed explanatory note for part "Road";
- Road situation M 1:2000 /1:2500/;
- Real cross sections M 1:50 /1:100/ with marked places of the displacement of the conduits;
- Longitudinal profile;
- actual details of boreholes, shafts, methods anchorage on structures;
- all other necessary details concerning the road and its facilities.

The whole route and intersections to be with coordinates are /allowed to give details on executive drawings, due to the high risk of changes during construction/.

During agreement process, the administration managing the road may impose additional requirements for the adjustments of projects where this is relevant to traffic safety or the elements of the road.

### **3.4. Content of the Statement of the SUR expert of „DANUBE BRIDGE VIDIN-CALAFAT” JSC**

The Technical designs shall be reviewed by the expert of „DANUBE BRIDGE VIDIN-CALAFAT” JSC, then together with a Statement the technical designs shall be submitted with a cover letter to the MB of „DANUBE BRIDGE VIDIN-CALAFAT” JSC for final agreement.

**The Statement of the SUR expert of „DANUBE BRIDGE VIDIN-CALAFAT” JSC must contain the following:**

- To be clear that, the route of the linear facility is been visited /inspected on-the-spot/ and the construction is considered as possible, without violation of the requirements of Art. 21, para. 1 of the **OSUR**;
- The investor of the linear facility to be indicated and the phase of the design;
- To specify the exact number and chainage on the road, whether in the urban area or beyond, are there affected facilities or Road Devices, boreholes and other;
- To specify deadlines for implementation and are there foreseen amounts that the investor must pay in case of damages;
- When trenching the road surface, the foreseen restoration of the road surface, a detail and

calculations for the restoration of the road surface for pavement load of (for example 11,5 tones/axle) for I<sup>st</sup> class road and deadlines for the completion of restoration to be presented;

- To describe everything that is known about the upcoming repairs or reconstruction of the road, year of completion and warranty, as well as for completed restoration with warranty;
- When the linear facility is to serve TKO and there is no agreed road connection to it at the phase Detailed Development Plan (DDP), the projects for linear facilities shall not be submitted for agreement. Such facilities shall be returned by the SUR expert of „DANUBE BRIDGE VIDIN-CALAFAT” JSC to the investor for relevant statement and afterwards to be submitted again to „DANUBE BRIDGE VIDIN-CALAFAT” JSC for review after complying with the above mentioned requirements.

### ***3.2. Procedure for review and adoption of technical or working designs***

The procedure begins with submitting a Request /Application/ to „DANUBE BRIDGE VIDIN-CALAFAT” JSC by the investor or the owner of the site, further called Person Concerned, as presenting the necessary documents, pursuant to Art. 20, i.1 to i.5 of OSUR and a License /only for communication and TV operators/.

### **3.3. An observation of the route must be performed and closed with a Protocol signed by the Commission, which observed the route.**

The Protocol shall contain a term of 6 months for submission of the working design to be agreed by „DANUBE BRIDGE VIDIN-CALAFAT” JSC, as after the expiration of the mentioned term, the same route could be offered to another investor. This Protocol shall serve as Instructions to the investor and the designer of the facility, also the conditions to be followed with the aim to agree the conceptual or the working design.

Representatives of „DANUBE BRIDGE VIDIN-CALAFAT” JSC shall be included as members of the Commission /if necessary/, the SUR expert of „DANUBE BRIDGE VIDIN-CALAFAT” JSC and a representative of the Person Concerned /employer or investor of the project.

### **3.4. The submitted projects to „DANUBE BRIDGE VIDIN-CALAFAT” JSC, shall be in three identical copies together with a Statement by the SUR expert of „DANUBE BRIDGE VIDIN-CALAFAT” JSC, pursuant to i. 3.4 of the present Instructions.**

### **3.5. A certain tax must be paid for the agreement of a working design and for the issuance of permit for construction pursuant to Art. 2, para. 1 of the Charging Tariff collected by „DANUBE BRIDGE VIDIN-CALAFAT” JSC.**

For each type of linear facility – Water & Sewerage, electrical services, feeding the same property shall submit a separate design, a statement by the SUR expert of „DANUBE BRIDGE VIDIN-CALAFAT” JSC and paid tax, pursuant to Art. 21, para. 3 of the OSUR and the **Charging Tariff**.

**The designs at phase DDP shall be agreed only by Letter of Agreement, the**

stamp “Agreed” is not required.

The Agreement letter must contain clearly the Statement of „DANUBE BRIDGE VIDIN-CALAFAT” JSC of the Decision of the permanent technical commission for SUR for agreement or disagreement / accepted or unaccepted technical solution /. The due tax is only for the Statement.

The design at phase technical or working design shall be handed over to the investor after their agreement and paid tax pursuant to Art. 2, para.1 of the Charging Tariff collected by „DANUBE BRIDGE VIDIN-CALAFAT” JSC. In a letter of „DANUBE BRIDGE VIDIN-CALAFAT” JSC the necessary conditions for issuing the permit for construction is mandatory to be stated, as well as a detailed reference of the due taxes, depicted by sections, according to the Charging Tariff.

Of every agreed project by MB of „DANUBE BRIDGE VIDIN-CALAFAT” JSC /with or without comments/ one of the copies remains in the archive of the Company, one of the copies shall be given to the SUR expert of „DANUBE BRIDGE VIDIN-CALAFAT” JSC and the last shall be given to the Person Concerned.

„DANUBE BRIDGE VIDIN-CALAFAT” JSC if appropriate, may set new conditions and return the design for adjustment or additional information, in this case the design shall be revised, supplemented by explanatory notes, new drawings and a Statement of the SUR expert of "DANUBE BRIDGE VIDIN-CALAFAT" JSC. 3 packages of the design must be resubmitted in the same order.

#### ***4. Issuing of Permit for Construction***

**4.1. The issuing of Permit is at the same time with the agreement of the project by the Permanent Commission** and on submission of the tax. The tax is due to be paid once and includes amounts for the agreement of the project and issuing of Permit for SUR.

**4.2. The Permit shall be prepared by the SUR expert of „DANUBE BRIDGE VIDIN-CALAFAT” JSC in three identical copies**, stamped by „DANUBE BRIDGE VIDIN-CALAFAT” JSC and submitted to the MB of „DANUBE BRIDGE VIDIN-CALAFAT” JSC or an official, authorized by MB.

The SUR Permit is valid for 1 (one) year, within which, the construction of the facility shall be started, which is verified by a Bilateral Protocol between „DANUBE BRIDGE VIDIN-CALAFAT” JSC and the Investor of the facility.

**4.3. A special register for the issued permits for linear facilities must be kept by „DANUBE BRIDGE VIDIN-CALAFAT” JSC.**

The technical design shall be reviewed by the SUR expert „DANUBE BRIDGE VIDIN-CALAFAT” JSC, and then together with a Statement, the designs must be submitted for final agreement by the MB of „DANUBE BRIDGE VIDIN-CALAFAT” JSC with a cover letter.

**4.4. In case of expired term of the permit for construction, the procedure shall be repeated according to OSUR.**

**4.5. The permit for construction, together with the design to be agreed, shall be submitted to MB of „DANUBE BRIDGE VIDIN-CALAFAT” JSC and after the review of the Permanent**



**Commission of „DANUBE BRIDGE VIDIN-CALAFAT” JSC, the same shall be returned to the SUR expert of „DANUBE BRIDGE VIDIN-CALAFAT” JSC for handing over to the Person Concerned.**

***5. Issuing of Permits for special use of the road by operating of underground and above ground linear or separately standing facilities in the scope of the road:***

**5.1. The procedure starts by placing a Request /Application/ to „DANUBE BRIDGE VIDIN-CALAFAT” JSC.**

**5.2. Executive drawings of the constructed facility shall be presented, a Commission for determining the level of fulfillment of the conditions of the Permit for construction shall be appointed. GPS coordinates of the route and the linear facility to be added to the executive drawings.**

**5.3. A Statement by the SUR expert of „DANUBE BRIDGE VIDIN-CALAFAT” JSC, is issued, that the facility can be commissioned or additional conditions are set for the commissioning and after fulfilling the conditions, the Permit for use shall be issued. *The issuing of Statement by „DANUBE BRIDGE VIDIN-CALAFAT” JSC and the subsequent issuance of a permit for use, is after the presentation by investors of executive drawings with real GPS coordinates of the route and the linear facility.***

**For the permit for operation of linear or separately standing facilities, only the tax for the Statement is due to be paid.**

**5.4. The permit for operation of the facility shall be issued by the request of the person concerned and if all the conditions are fulfilled according to the permit for construction.**

**5.5. In case of change of the person concerned the permit for SUR shall be reissued according to the requirements of OSUR.**

The term for submission of the full set of documents for the issuing of the permit for construction of linear facilities in „DANUBE BRIDGE VIDIN-CALAFAT” JSC is 14 days since the date of entering the set of documents in „DANUBE BRIDGE VIDIN-CALAFAT” JSC. When omissions and incompleteness of the file are found, the file must be returned for correction.

• ANNEXES:

- ✓ Annex № 1 – Permit for special use of the road by construction of new and repairs of existing underground or above ground linear or separately standing facilities;
- ✓ Annex № 2 - Permit for special use of the road by operation of new and repairs of existing underground or above ground linear or separately standing facilities in the scope of the road.

## Section IV INSTRUCTIONS

## **For permitting and temporary use of parts of the road and plots in the scope of the road**

### ***1. Permits for special use of the road by temporary use of parts of the road and plots in the scope of the road.***

#### **1.1. The Permits shall be issued after the submission of the following documents:**

- Request by the Person Concerned for issuing of Permit for special use of the road by temporary use of parts of the road and plots in the scope of the road;
- Design or a Scheme for Temporary Traffic Organization and a scheme of a bypass route /if necessary/;
- Order for Person in charge /for TOST or for execution of the Permit/;
- Written Statement by the SUR expert of „DANUBE BRIDGE VIDIN-CALAFAT” JSC;
- Written Statement by „Traffic Police” in the respective Directorate of MIA, /signature and stamp on the drawings for TOST/.
- A copy of Permit for Construction /in cases when this is required pursuant to LSP/.
- A copy of the receipt for paid tax according to Charging Tariff collected by „DANUBE BRIDGE VIDIN-CALAFAT” JSC.

**1.2. The permits shall be prepared by the SUR expert of „DANUBE BRIDGE VIDIN-CALAFAT” JSC and submitted to MB of „DANUBE BRIDGE VIDIN-CALAFAT” JSC for issuing the permit by the Chairman of the MB of „DANUBE BRIDGE VIDIN-CALAFAT” JSC or an official authorized by MB.**

The permits shall be prepared in 3 /three/ identical copies, as one of them is mandatory to be signed by the legal expert and the SUR expert of „DANUBE BRIDGE VIDIN-CALAFAT” JSC. To be stamped by „DANUBE BRIDGE VIDIN-CALAFAT” JSC and to be submitted to MB of „DANUBE BRIDGE VIDIN-CALAFAT” JSC, the body, which shall issue the permit or an official authorized by MB.

A Design or a Scheme for temporary traffic organization shall be reviewed and agreed only after signature and stamp on the drawings for Temporary Organization and Safety of Traffic (TOST) of „Traffic Police” of the respective Directorate of the MIA in Vidin and a Written Statement by Unit “Traffic Police” of the respective Directorate of the MIA in Vidin.

#### **ANNEXES:**

Annex № 1 – Permit for special use by temporary use of parts of the road and plots in the scope of the road.

#### **PREPARED BY:**

Working Group, appointed with Order № ...../.....2015 of the Executive



## **“DANUBE BRIDGE VIDIN – CALAFAT” AD**

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Director of “DANUBE BRIDGE VIDIN-CALAFAT” JSC, with members: