

**Implementing PR23: consultation on drafting changes to access contracts pro forma**

This pro forma is available to those that wish to respond to [our consultation on drafting changes to access contracts](https://www.orr.gov.uk/search-consultations/implementing-pr23-consultation-drafting-changes-access-contracts). Other forms of response (e.g. letter format) are equally welcome, though we would be grateful if these could be structured broadly in line with the areas listed below (where you wish to comment), to aid our review of responses.

When responding, please indicate in the first column which **access contract category** (all, freight, freight customer, charter, passenger open access, passenger public service operator or station) your comments relate to.

**Please make it clear on the table if your comment or suggestion relates to the consultation document or from a draft marked-up access contract.**

We plan to publish all responses to this consultation on our website. Further information on how we will treat information provided to us as part of this consultation is available in **Annex A** below.

Please send your response to PR23@ORR.gov.uk or by post: Regulatory Policy Team, Office of Rail and Road, 25 Cabot Square, London, E14 4QZ by **31 August 2023**.

Thank you for taking the time to respond.

## About you

Full name: Click or tap here to enter text.

Job title: Click or tap here to enter text.

Organisation: Click or tap here to enter text.

Email\*: Click or tap here to enter text.

Telephone\*: Click or tap here to enter text.

*\*This information will not be published on our website.*

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| **Access contract**  | **Specific paragraph reference** | **Description of issue** | **Proposed drafting or comment** |
| [for reference purposes] | [for reference purposes- be clear whether you are commenting from the consultation document or marked-up contract] | [please include a specific reference to the drafting] | [if you have a specific solution/change in drafting in mind, please include it here] |
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| Are there any other comments you would like to make?  |
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## Annex A: Publishing your response

We plan to publish all responses to this consultation on our website.

Should you wish for any information that you provide to be treated as confidential, please be aware that this may be subject to publication, or release to other parties or to disclosure, in accordance with the access to information regimes. These regimes are primarily the Freedom of Information Act 2000 (FOIA), the UK General Data Protection Regulation (UK GDPR) the Data Protection Act 2018 (DPA) and the Environmental Information Regulations 2004.

Under the FOIA, there is a statutory code of practice with which public authorities must comply and which deals, amongst other things, with obligations of confidence. In view of this, if you are seeking confidentiality for information you are providing, please explain why. If we receive a request for disclosure of the information, we will take full account of your explanation, but we cannot give an assurance that confidentiality can be maintained. An automatic confidentiality disclaimer generated by your IT system will not, of itself, be regarded as binding on ORR.

If you are seeking to make a response in confidence, we would also be grateful if you would annex any confidential information, or provide a non-confidential summary, so that we can publish the non-confidential aspects of your response.

Any personal data you provide to us will be used for the purposes of this consultation and will be handled in accordance with our privacy notice, which sets out how we comply with the UK General Data Protection Regulation and Data Protection Act 2018.

### Format of responses

So that we are able to apply web standards to content on our website, we would prefer that you email us your response either in Microsoft Word format or OpenDocument Text (.odt) format. ODT files have a fully open format and do not rely on any specific piece of software.

If you send us a PDF document, please:

* create it directly from an electronic word-processed file using PDF creation software (rather than as a scanned image of a printout); and
* ensure that the PDF's security method is set to no security in the document properties.

### Consent

In responding to this consultation, you consent to us:

* handling your personal data for the purposes of this consultation; and
* publishing your response on our website (unless you have indicated to us that you wish for your response to be treated as confidential as set out above.)

Your consent to either of the above can be withdrawn at any time. Further information about how we handle your personal data and your rights is set out in our [privacy notice.](https://www.orr.gov.uk/privacy-notice)