

Attachment 3 to Annex “A” to Decision No. 113/2021 — GLOSSARY

The following tables include definitions and references to the modalities/methodologies of calculation of the “items” (economic components and technical data), referred to in the relevant formats in Annex 3, with particular reference to the contents in direct correspondence/coordination with the “List of LPT bus services” of the LPT Monitoring Centre database.

To facilitate their identification, the descriptions of the “items” not directly corresponding in the above-mentioned list are highlighted in blue.

INCOME STATEMENT		
Id. Item	Item	Definition/modality-methodology of calculation
1.1	Traffic revenues	Final amount in EUR, net of VAT, of revenue from travel document in the year.
1.1.1	<i>ticket sale</i>	Please detail separately:
1.1.2	<i>season ticket sale</i>	– <i>revenue from ticket sale</i> = single and/or timed ticket, daily tickets, multi-day passes, multiple tickets (carnets, occasional use, etc.),
1.1.3	<i>integrated ticket sale</i>	– <i>revenue from season ticket sale</i> = weekly passes, monthly passes, annual passes,
1.1.4	<i>compensation for fare reductions/exemptions</i>	– <i>revenue from integrated ticket sale</i> = amount of revenue resulting from the allocation to the undertaking of part of the revenue collected from the sale and use of fare integration in the rides provided by the concerned company; the allocated amount is derived from the revenue sharing between the companies, and, where appropriate, entities, as carried out by the manager of the fare integration system;
1.1.5	<i>other</i>	– <i>compensation from fare reductions/exemptions</i> = any compensation for fare reductions for particular types of users (included in the final PSC compensation) paid by entities or other bodies, such as compensation for lower revenues from ticket sales of the different indicated types, at a preferential rate; – <i>other</i> = revenue from administrative sanctions, receipts from the sale of parking tickets sold in combination with travel documents and functional to LPT services at interchanges. Rental and advertising revenue, positive financial effects generated within the service network referred to in the PSC, receipts from the ticket sale of another company used for the PSC services, compensations for fare reduction and exemption for PSC services by a NON-public entity are excluded; <i>these items shall be included under: “Other commercial activities included in the Public Service Contract”.</i>
1.2	PSC compensation	Total amount of compensation that is actually collected in the year (final amounts in EUR, net of VAT). Please detail separately: share of compensation for transport service and for infrastructure management activities (<i>infra</i>). In the case of single compensation (i.e. not differentiated for the two activities), please report the

		relevant breakdown from the separate budget accounts, providing an analytical description of detailed items and quantities. <i>If the PSC includes the fare reductions/exemptions under the PSC compensation, this amount shall be carved out and reported in the "Traffic revenues" (see above).</i>
1.2.1	<i>for compensation of transport service</i>	Amount of the share of compensation for the transport service
1.2.2	<i>for infrastructure management</i>	Amount included in the final compensation for the infrastructure management, where the rides are operated with a fixed system (trolley-bus, tram, underground, cable railway and cableway)
...
1.3	Non-repayable revenue from other public sources	
1.3.1	<i>for collective labour agreement contributions, sick pay, etc.</i>	Amount of contribution supplementing the collective labour agreement (CCNL), that is subject to SEPARATE contribution as compared to the final compensation and to the compensation for infrastructure management. Final amount to be entered where the increasing contribution to the collective labour agreement for the companies carrying out services covered by the contract, in respect of the relevant year, has been subject to separate contribution as compared to the compensation: this amount is therefore NOT included in the compensation.
...
2.1	Costs of raw materials, consumables and goods	
2.1.1	<i>fuel</i>	<i>Amount net of any refund for excise duties.</i>
...
2.2	Costs for third-party services	
2.2.1	<i>for access charges and use of infrastructure</i>	Amount of the final cost of the transit charge or of the charge for access to and use of the infrastructure, or for any permanence and occupation of the infrastructure with the vehicles used for the transport service. The amount shall be paid to the body or entity in charge of the management of the infrastructure or to the owner thereof. The intended infrastructure refers to the fixed transport system or to the road infrastructure only (road pricing, motorway traffic control areas, etc..) on which the rides of the vehicles referred to in the contract are operated. The cost of any lease of depots, warehouses, workshops, as they do not constitute a place of transit of the rides, shall not be included in the requested data. The amount to be highlighted in the field shall be fully counted in the total final compensation in the event that the awarding entity provides full compensation for the toll or charge referred to above.

...
2.2.5	<i>for utilities (water/sewage, electricity, telephone...)</i>	Exclude electricity consumption for traction energy, that is already reported under point 2.1.2.
...
2.4	Cost of staff	<p>Cost, including remuneration and charges, of the staff involved in the specific activity, identified by specifying:</p> <ul style="list-style-type: none"> - how to estimate the average amount weighted on the actual daily or even hourly employment, both in general and in the task to be detailed, calculated on a final basis in the year, and the related cost in EUR including remuneration and charges (full time equivalent or FTE); - in detail, how to estimate the weighted average unit for temporary workers, calculating the weighted average obtained by considering the actual days of activity in the year and the related cost in EUR, including remuneration and charges (full time equivalent or FTE). <p>The company shall provide details on any additional cost data in accordance with the income statement.</p>
2.4.2	<i>ticket sales staff and ticket inspectors</i>	
2.4.3	<i>maintenance staff (including cleaning)</i>	
2.4.4	<i>other staff (administration, IT systems...)</i>	
...
4.1	Depreciation for self-financed assets	<p>Regardless of the budget reporting method, depreciation shall be calculated by applying the depreciation rates to the book value of fixed assets net of government contributions. (N.B. Equally, the "fixed assets" referred to in the balance sheet formats, regardless of the budget reporting method, shall be reported net of government contributions.)</p>

TECHNICAL DATA OF LPT SERVICES			
Id. Item	Item	Unit of measure	Definition/modality-methodology of calculation
1	General information	---	In the case of "aggregate" CC (each single company shall) enter the information concerning the LPT services under its direct responsibility (e.g. operated rides).
...
1.2	Length of service network (road, rail, waterway)	km	Sum of route lengths of the different lines referred to in the PSC. "Line" means the traffic link as per scheduled service; the length of traffic link in the case of rides in both directions shall be calculated as the sum of the lengths of roundtrip ride.
...

1.4	Warehouses (including workshops)	no.	In the case of “aggregate” CC, enter the number of warehouses used in the LPT services under its direct responsibility.
1.5	Total area of warehouses	sq.m	In the case of “aggregate” CC, enter the area of warehouses used in the LPT services under its direct responsibility.
1.6	Infrastructure for electric vehicle charging	no.	In the case of “aggregate” CC, enter the number of infrastructures used in the TPL services under its direct responsibility.
2	Rolling stock	—	In the case of ‘aggregate’ CC, enter the information relating to the LPT services under its direct responsibility (e.g. vehicles used in the reference period by the single company).
2.1	Diesel-powered buses	no.	Quantity of vehicles actually used for the PSC, including those allocated by technical reserve. Rescue vehicles or work vehicles which are not suitable for passenger transport shall not be counted.
2.1.1	Average age of diesel-powered buses	years	Average age of vehicles actually used for the PSC, calculated with two decimal places from the year of first entry into service of each vehicle and with reference to the year of operation concerned. Do not consider vehicle revamping.
2.2	Methane-powered buses (LNG/CNG)	no.	<i>above</i>
2.2.1	Average age of methane-powered buses	years	<i>above</i>
2.3	Electric buses (HEV/BEV)	no.	<i>above</i>
2.3.1	Average age electric buses	years	<i>above</i>
2.4	Alternative-fuel buses (trolley bus, FC hydrogen, other)	no.	<i>above</i>
2.4.1	Average age of alternative-fuel buses	years	<i>above</i>
2.5	Tram	no.	<i>above</i>
2.5.1	Average age of tram vehicles	years	<i>above</i>
2.6	Underground	no.	<i>above</i>
2.6.1	Average age of underground vehicles	years	<i>above</i>
2.7	Other	no.	<i>above</i>
2.7.1	Average age of other	years	<i>above</i>
2.8	Passenger capacity		Total available capacity of each operating vehicle, including seats, wheelchair stations for disabled people and standing places. The determination of capacity shall be specified: <ul style="list-style-type: none"> – in the PSC (so-called “contractual offer”), – or in the type-approval document (registration certificate or other),

			<ul style="list-style-type: none"> – or in different standards of supply (in pass/sq.m). <p>Final data net of:</p> <ul style="list-style-type: none"> – any reductions in supply due to technical rides, cancellations, including partial ones, due to strike as well; – any services performed by replacement buses as a result of interruptions of scheduled tram, underground, trolley bus, cableway or other services.
	Seats		Total available passenger seats of each operating vehicle (<i>above</i>), excluding folding seats and tip-up seats.
3	Features of the service		In the case of “aggregate” CC, enter the information relating to the LPT services under its direct responsibility (e.g. passengers carried in rides operated by the single company).
3.1	Total staff	no.	Total number of staff, broken down by task, employed for transport services and infrastructure management (in full-time equivalent or FTE). Do not count staff classified as executive and corporate management.
	<i>drivers and staff for rolling stock movement</i>	no.	
	<i>maintenance staff</i>	no.	
	<i>staff employed in other tasks</i>	no.	
3.2	Passengers carried	no.	Total number of passengers carried in the rides operated under the contract, with all types of service and mode of transport: “1 passenger” = “1 user in a ride”. In the “explanatory report” (Measure 12, point 9), state the methodology used for data reporting (e.g. estimation on a ticket basis, periodical survey, direct measurement), specifying, in particular, whether the data are “certified” by an automated/electronic reporting system (e.g. automated passenger counting system, electronic ticketing).
3.3	Scheduled service production	vehicle-km	Sum of the lengths travelled by the vehicles used in the rides as scheduled/operated under the PSC (for each type of vehicle concerned). In the “explanatory report” (Measure 12, point 9), state the methodology adopted for data reporting, specifying in particular whether it is “certified” by an automated/electronic reporting system (e.g. <i>Automatic Vehicle Monitoring/Location</i>).
3.4	Actual service production	vehicle-km	In case of “Other fixed facilities”, please specify the unit of measurement used, if different from the unit proposed (e.g. rides-h).
3.5	Total actual passenger-km	p-km	Sum of the products of number of passengers carried by relevant rides. In the “explanatory report” (Measure 12, point 9), state the methodology used for data reporting in line with the calculation of the “passengers carried” (<i>above</i>) and with the

			<p>methods of recording of the lengths travelled (ticket validation data, counting of passengers getting on/off per stop and related distances).</p> <p>In case of "Other fixed facilities", please specify the unit of measurement used, if different from the unit proposed (e.g. pass-h)</p>
3.6	Total actual passenger capacity-km	pc-km	<p>Sum of the products of quantity of "passenger capacity" per type of vehicle (<i>above</i>) by length of each ride.</p> <p>In case of "Other fixed facilities", please specify the unit of measurement used, if different from the unit proposed (e.g. pc-h)</p>
3.7	Hours of service	h	<p>Total service offered to the public (commercial service), to be indicated in hours and minutes, calculated on the basis of the publicly available timetables, equal to the sum of the timing of each single ride by the number of days when the ride is repeated. The total commercial service includes stop times and excludes dwell times at the locations of arrival and departure or at the terminal.</p> <p>In the case of a service operated with the presence of drivers, the value corresponds to the total commitment of drivers, excluding ancillary times, breaks and dwell times at the end stop or at the terminal. The hours and minutes of commercial service include stop times.</p>
3.8	(Actual) commercial speed	km/h (vehicle-km (final)/ service h)	<p>Commercial speed actually achieved by in-service vehicle, including time deviations from the operating schedule.</p> <p>where:</p> <ul style="list-style-type: none"> - vehicle-km (final) = final actual service (net of transfers/positioning) - service h = final duration of the rides actually operated (<i>infra</i>) <p>(see Annex 7 to ART Decision No 154/2019)</p>
...
3.10	Total tickets sold	no.	Total tickets sold directly by the company in the year, broken down by macro-type and features (any fare extension).
	<i>single and daily tickets</i>	no.	
	<i>weekly and monthly season tickets</i>	no.	
	<i>annual season tickets</i>	no.	
	<i>integrated tickets</i>	no.	
3.11	Fuel consumption	TOE	To be understood for vehicle drive system (power of in-service vehicles) and to be calculated on the basis of the equivalences set out in the Circular of the Ministry for Economic Development of 18 December 2014:

			<ul style="list-style-type: none"> - diesel oil 1 tonne = 1,017 TOE - LPG 1 tonne = 1,099 TOE - petrol 1 tonne = 0,88 TOE - methane 1 cubic meter = 0,82 TOE
3.12	Electricity consumption	kWh	To be understood for vehicle drive system ("direct" supply of electric vehicles: bus/trolley bus/ tram, ...).
3.13	Punctuality	<p style="text-align: center;">%</p> <p style="text-align: center;">(no. rides on time/ no. actual rides)</p>	<p>In the "explanatory report" (Measure 12, point 9), state the way in which "punctuality" is to be classified, in line with the PSC and taking into account the available type of service and technologies.</p> <p>For example, rides with arrival within a certain threshold (e.g. 5') at the terminal station and/or intermediate stations (macro-routes) may be considered "on time", or rides that keep time distancing from following rides within certain thresholds.</p> <p>(see Annex 7 to ART Decision No 154/2019)</p>
3.14	Regularity	<p style="text-align: center;">%</p> <p style="text-align: center;">(no. actual rides /no. scheduled rides)</p>	<p>Ratio of the number of rides actually operated (when appropriate, even incomplete/partial) to the number of scheduled rides.</p> <p>(see Annex 7 to ART Decision No 154/2019)</p>