New SI submission feature interface

Note:
- For now, system update is valid just for SI submission, the amendment still use old interface
- For now, system update is valid just for single container and single cargoline

What is the new shipping instruction?

- ⊘ New user interface
- ⊘ Clickable steps
- ⊘ Country specific data
- ⊘ VGM

- ⊘ Party cards
- ⊘ Consignee as "to order"
- ⊘ Overhauled payer screen
- ⊘ Favourites for cargo description

Demo play how to submit

Step 1   **Please choose Yes or No if you want /or not to split, combine or require multiple B/Ls**

Submit shipping instructions

Welcome to our new shipping instructions experience.

Some features are still in development so you may need to use our old pages for now, depending on your requirements.

Do you want to **split, combine** or require **multiple B/Ls** for this shipment?

○ Yes   ○ No

START

> If you want to split/combine or multiple B/Ls and click Yes, it will be redirected to old portal interface

STEP 2   **Document page: select document type, shipment reference, vessel and location aliases on B/L and request certificates**

📄 Document	👤 Parties	💲 Payers	▥ Cargo	VGM	☑ Review

> Page/steps name change, and it can be clickable instead of stepping back and forward

Document Type

Waybill	Bill of Lading

○ Shipped on Board
○ Received for Shipment

> Select if document Type is waybill or OB/L

Shipment References

Select reference ∨	

+ Add Another Reference

Vessel and Location Aliases on B/L

Vessel

◉ MUMBAI MAERSK(DK) / 104E (First Load Port)

Location Aliases

Load Port	Port of Discharge
Please select an alias ⌄	Please select an alias ⌄
Departing 31 Jan 2021 06:00	Arriving 03 Mar 2021 00:01

> Select Load/discharge port and vessel name if want to print on B/L

Request Certificates

To cover the requirement of the Letter of Credit, you can select one or more of the following standard certificates. Full details of each certificate can be found in the PDF sample.

Vessel	Download Sample PDF
☐ Correct vessel name	⬇
☐ Maersk operated vessel	⬇
☐ Seaworthiness	⬇

[SAVE DRAFT]   [SAVE & CONTINUE →]

> Can find related certificates per category (Vessel, Schedule, Miscellaneous).
>
> Sample certificates can be downloaded

> Once all done, click SAVE & CONTINUE

STEP 3 — **Parties page: update mandatory information of Shipper, Consignee and First Notify Party by customer name or code. Party cards and Consignee as "To Order" function newly added**

📄 Document   👤 Parties   💲 Payers   🚉 Cargo   ⚖ VGM   ☑ Review

Parties

Transport Document Receiver

GCSS BOOKED BY
10000007951
Change

Address
21, DAMPFAERGEVEJ
PAKHUS D, 2ND FLOOR
COPENHAGEN
2100
Denmark

References
✎ Edit

Shipper   👤 ADD

You must specify a Shipper for this shipment.

Consignee   👤 ADD

TO ORDER ⬤

You must add a Consignee to this shipment or set as "To Order"

First Notify Party   👤 ADD

SAME AS CONSIGNEE ⬤

> If you select "To order" as Consignee, input first notify party message pops up
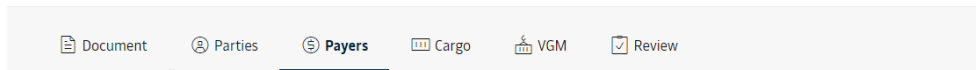
Additional Parties (optional)

[👤 ADDITIONAL NOTIFY PARTY]   [👤 OUTWARD FORWARDER]   [👤 INWARD FORWARDER]

[SAVE DRAFT]   [SAVE & CONTINUE →]

> Once all done, click SAVE & CONTINUE

STEP 4   Payers page: update payer information/pay term per charge, also assign a payer

Document | Parties | **Payers** | Cargo | VGM | Review

| | 0 Charges Selected: | Assign Payment Term to Selected ⌄ | Assign a Payer to Selected ⌄ |

| Charge Types | Payment Terms ⓘ | Payer details and Invoice Reference ⓘ |

ORIGIN

☐ Documentation Fee - Origin | ○ Prepaid ○ Collect | + **Assign a Payer**

FREIGHT

☐ Basic Ocean Freight | ○ Prepaid ○ Collect | + **Assign a Payer**
☐ Low Sulphur Surcharge | ○ Prepaid ○ Collect | + **Assign a Payer**

DESTINATION

☐ Documentation fee - Destination | ○ Prepaid ○ Collect | + **Assign a Payer**
☐ Terminal Handling Service - Destination | ○ Prepaid ○ Collect | + **Assign a Payer**

Dear customer, please note that a change of payer, or payment terms, could lead to an administrative charge if you haven't provided the right information while submitting the shipping instruction.

Submit **Payer Standing Instruction** to facilitate application of payer for future shipment.
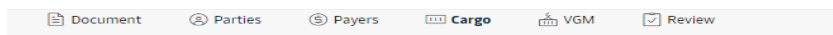
SAVE DRAFT | SAVE & CONTINUE →

> You either can set pay term or payer in each or also eligible to click left tick box if any charge is in same term/payer together and then select term/payer by drop down box on the top

> Once all done, click SAVE & CONTINUE

STEP 5   Cargo page: update cargo detail/description

Document | Parties | Payers | **Cargo** | VGM | Review

✏ ADD CONTAINER NUMBER | **20FT Dry Standard** Garments, apparel, new (max weight 29178kg)

Cargo details

Kind of packages: pkgs
HS Code:

Cargo description: jhh

Enter a name for your template | CREATE TEMPLATE | OPEN TEMPLATES

⌄ Add Marks and Numbers

Piece count

No. of packages: 7
Cargo weight: 22338.000 kg (max 29178kg)
Volume: 20.0000 m³

Seals

Shipper seal: | Carrier seal: | Customs seal: | Veterinarian seal:

SAVE DRAFT | SAVE & CONTINUE →

> By clicking pencil image, please add container number.

> Can use favorites cargo description or use your template

> Once all done, click SAVE & CONTINUE

Classification: Internal

STEP 6   VGM page: update VGM/VGM method

> VGM is optional, you can skip this step while submitting shipping instruction

| Document | Parties | Payers | Cargo | VGM | Review |

VGM - Optional

You can always add the VGM at a later time by going to the **Shipment Management** page.

Container number	Type	Cargo weight	Tare weight	VGM	VGM method
mrku996044	20 Dry Standard	22,338kg	2,269kg	0 lbs	Weighed after packing

Value must be a number greater than zero

By submitting the VGM you agree to the **Terms & Conditions** for supplying the gross weight.

[SAVE DRAFT]   [SAVE & CONTINUE →]   **Skip this Step**

← Previous

> Once all done, click SAVE & CONTINUE

STEP 7   REVIEW page: check all input before submit SI and missing details

| Document | Parties | Payers | Cargo | VGM | Review |

⊘ Document

① Parties

   Mandatory shipment references missing

⊘ Payers

① Cargo

   Cargo description missing
   HS code missing

> Any missing information, warning message with yellow highlight generated & can**not** proceed to submit until all cleared

Additional Requests & Comments

Your comments go here ...

ⓘ Some required information is missing.
Please check and fill in the details in order to be able to send the shipping instructions.

[SAVE DRAFT]   [SEND SHIPPING INSTRUCTIONS]

> Once all done, click send shipping instructions for submission