

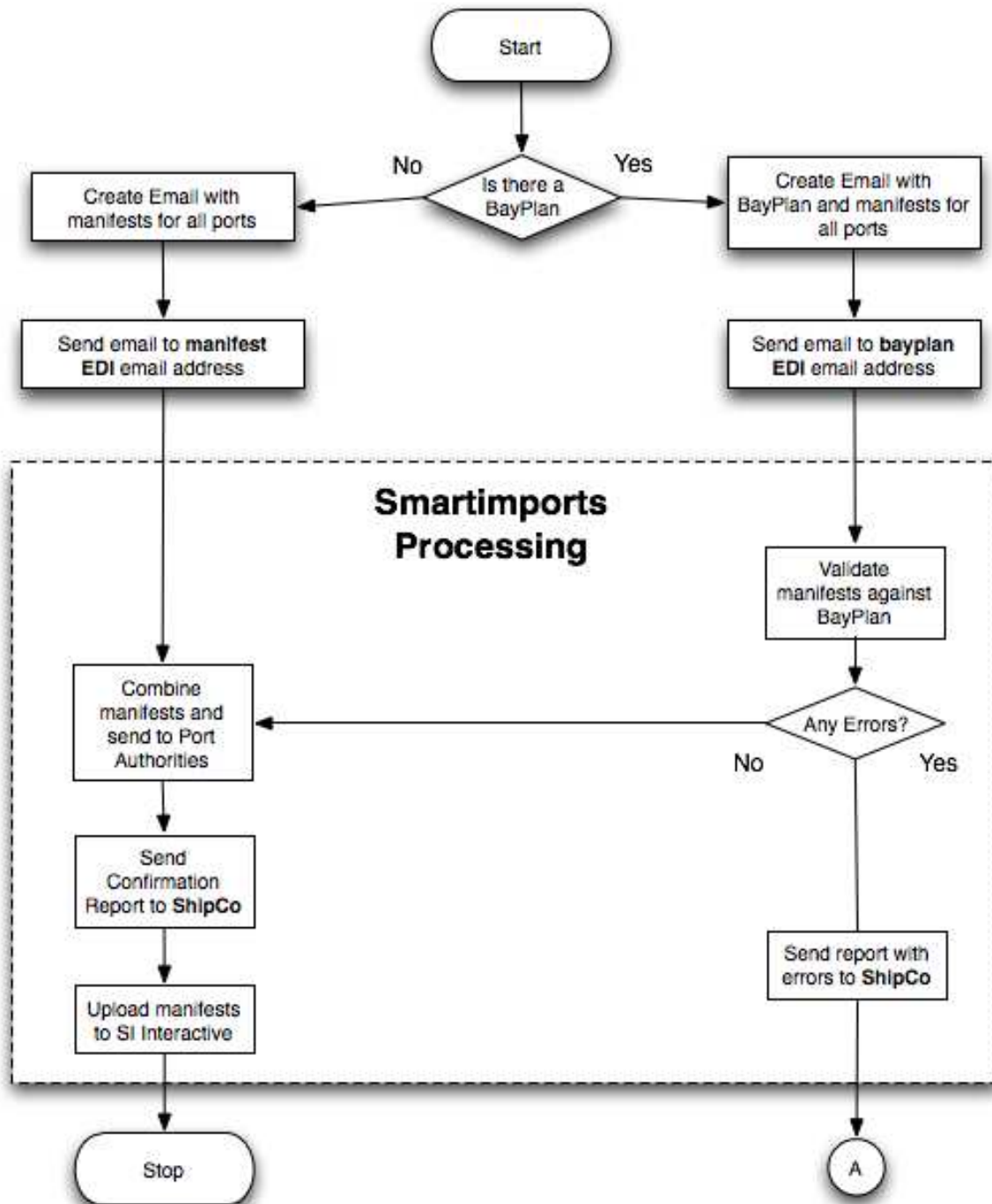


Shipping Line SmartImports Training Manual

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Uploading Bayplan and Manifest



Review of Bayplan / Manifest Process

SmartImports is designed to compare and report on the differences found between the manifests and the bayplan so that you are able to correct any discrepancies between the three sets of information. For SmartImports to be able to compare the data the files need to be email to SmartImports.

Processing Bayplan and Manifest(s)

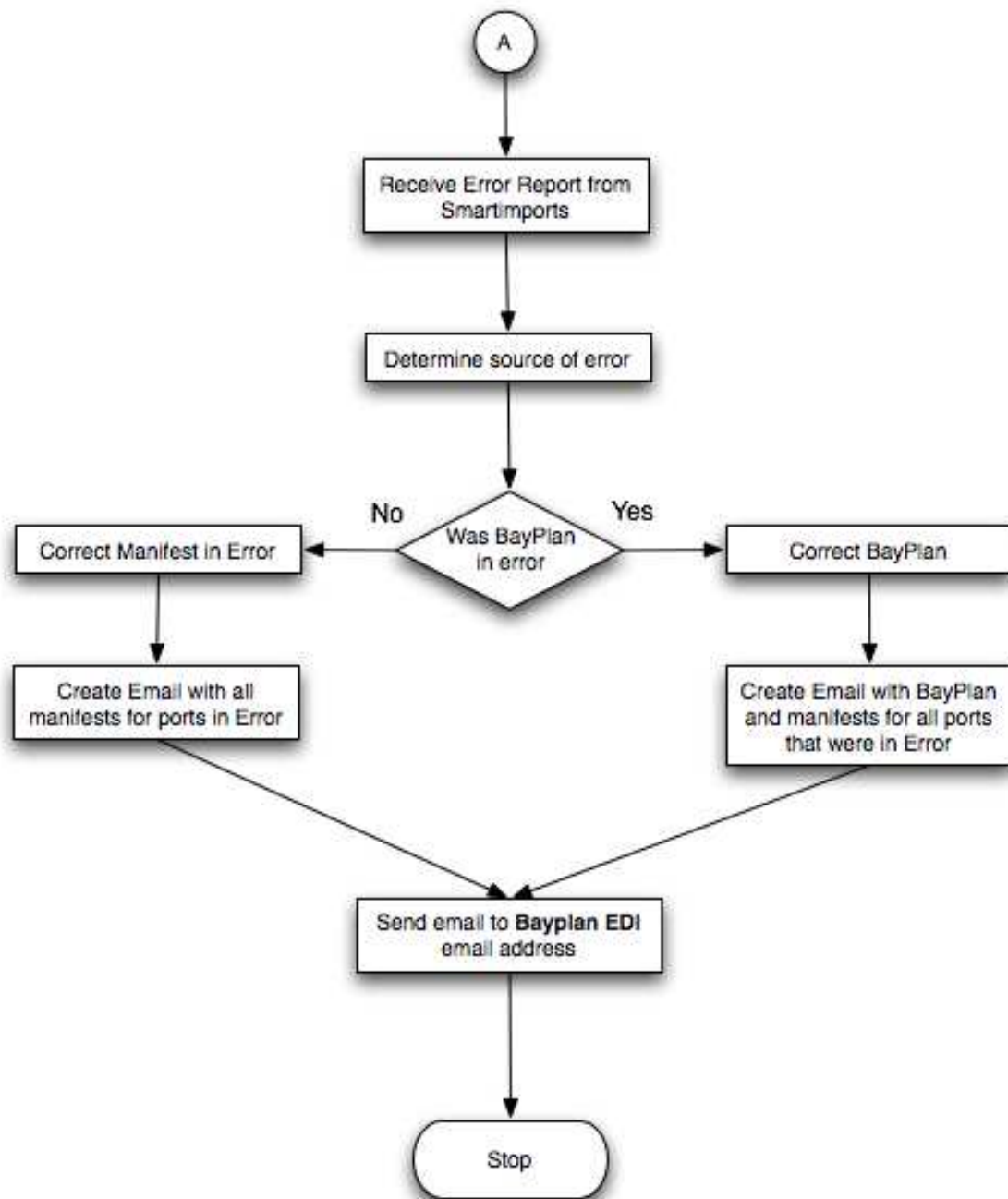
1. Send an email to **line.bayplan@commerceplus.com.au** with the bayplan and manifest(s) attached.
2. Read the report sent and then correct any discrepancies in the data found, eg container missing
3. Resend the corrected bayplan and manifest(s) to **line.bayplan@commerceplus.com.au** to report again on the errors.
4. If there are no errors between the bayplan and manifest(s) SmartImports will upload the data into the SmartImports website, however if you are happy to process the manifest with the reported errors just send the manifest(s) files to **line.manifest@commerceplus.com.au** and the data will be uploaded on to the website without validation.

No Bayplan / Wish to Override Reporting

If any of the follow occur you send just the manifest(s) attached to the **line.manifest@commerceplus.com.au** email address as this will not check the data before uploading to the website.

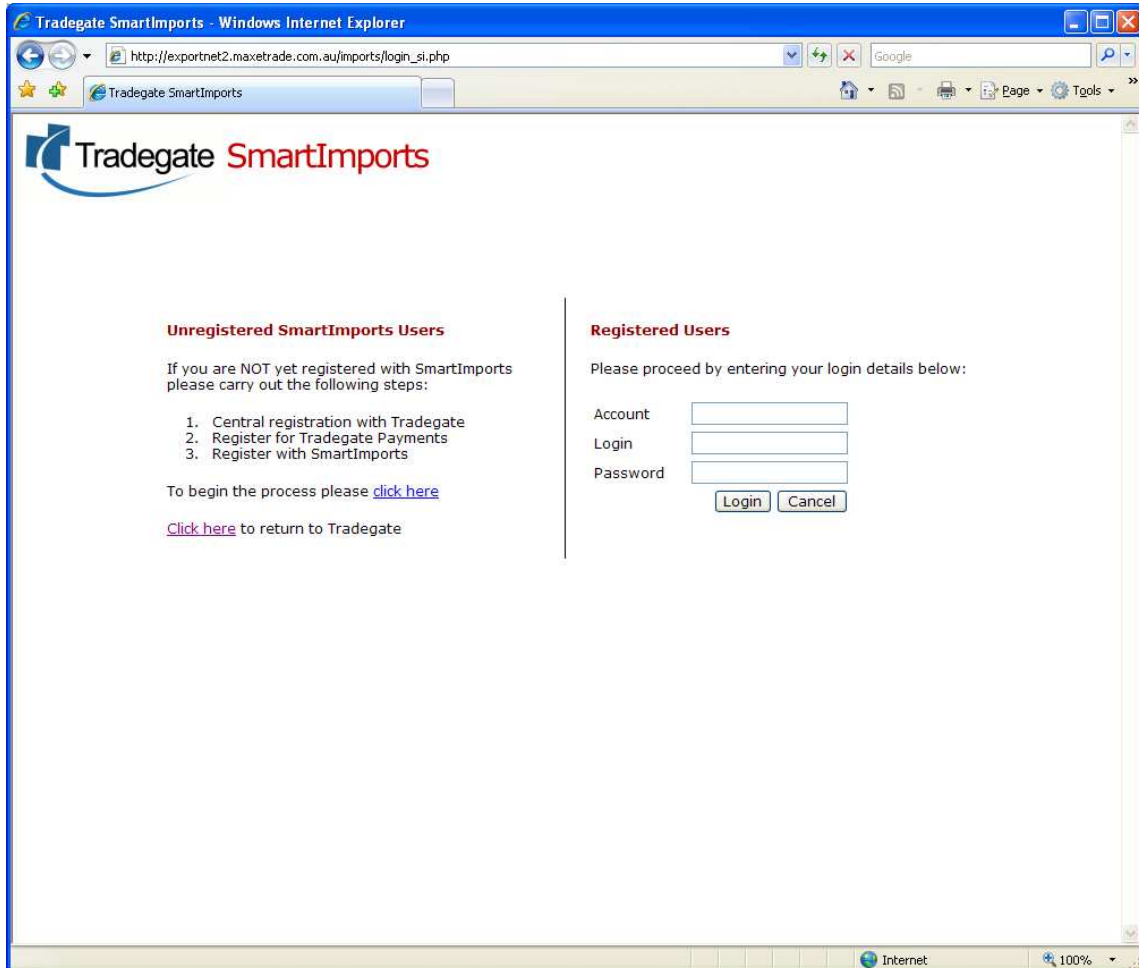
- do not have a bayplan
- you do not have time to validate the manifests or
- you have done the “bayplan / manifest validation process” and are convinced that the data is correct

Process Flow Diagram



Getting to SmartImports

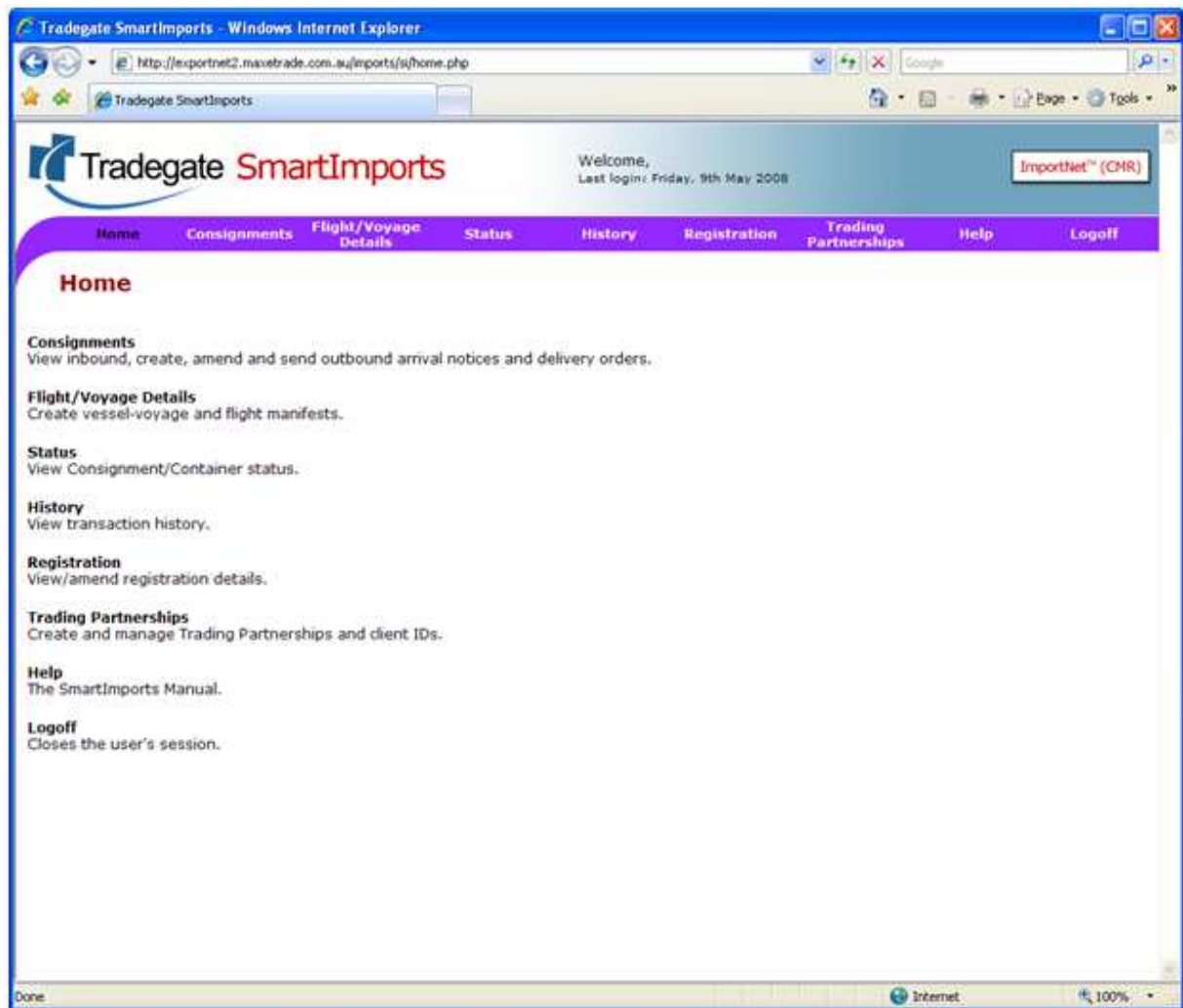
To access the SmartImports website you can go to <http://www.tradegate.org.au> and click on SmartImports.



Note: If the bayplan is missing key information such as a voyage number please contact the sender to correct their information in the future. In the meantime, if you can edit the Bayplan yourself then please do so and re-submit to Tradegate together with the manifest for checking using the line.bayplan@commerceplus.com.au address.

Overview of Menu Options

Once you log on you will get the following screen:



The purple bar along the top list the different menu options with the website.

Menu Item	Description
Home	Takes you back to the main screen that you arrive at on login
Consignments	This is the main screen that it used to complete the work, here you can view, create, amend and send outbound arrival notices and delivery orders.
Flight/Voyage Details	Used to create vessel-voyage information
Status	Used for publishing
History	View your complete transactional history
Registration	Update your registration details as well as adding or removing accounts.
Trading Partnerships	Create and manage Trading Partnerships
Help	The SmartImports Manual.
Logoff	Closes the user's session.

Note: If you are interested in the history of a consignment, you are better to find the consignment and view the history at that level as viewing history at the menu level will show all changes that you have made.

Trading Partners

Tradegate has signed up a number of customers on SmartImports and these customers need to be registered to communicate with each shipping line, this is a two way process.

1. Customer requests to communicate with you and you approve the relationship
2. You requested to communicate with a given customer and the customer approves this.

In both cases the process is actual the same, it just depends on who initiates the request, in most cases the shipping line will receive requests from customers. The request will also be emailed to the email address define in the registration menu discussed earlier.



The first column “SmartImports Users” is a list of all customers registered with Tradegate, the second column is a list of customer registered to communicate with you and the last column is customer requesting to communicate with you.

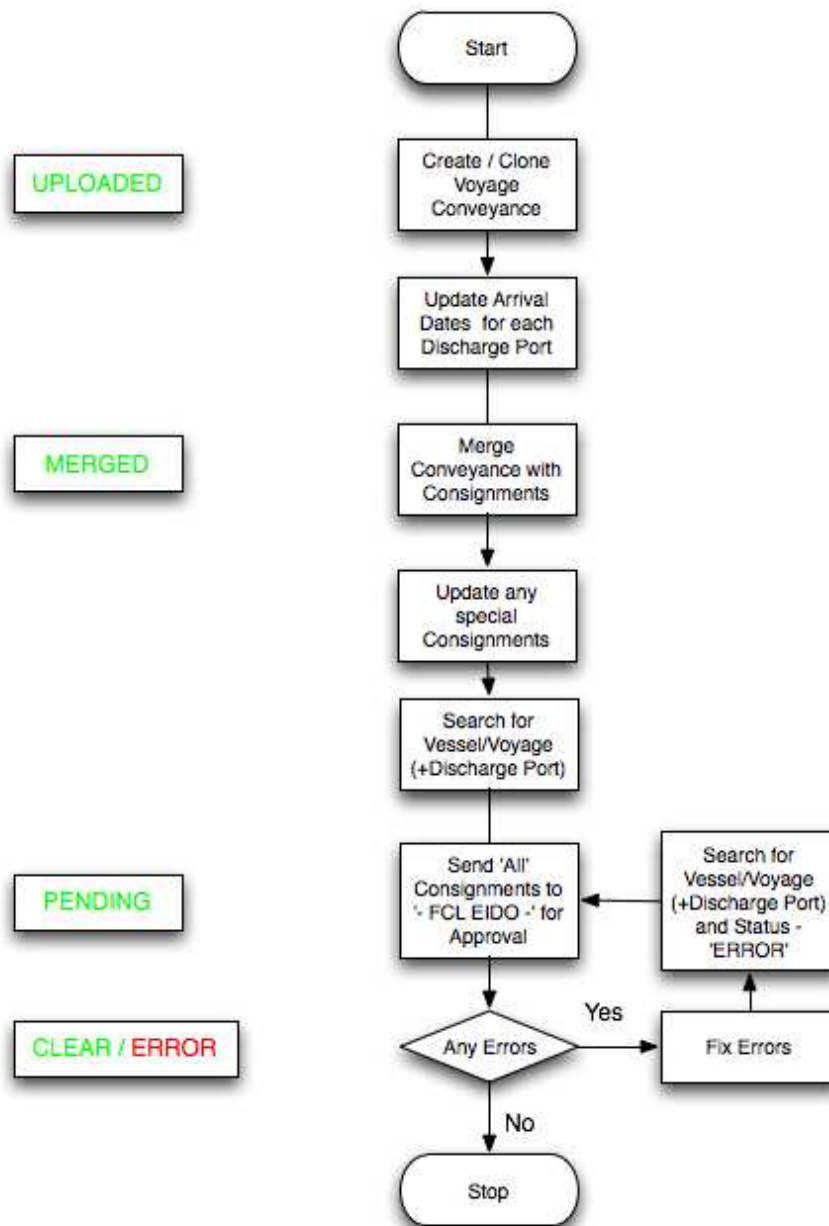
Customers registered with SmartImports and have been approved by you (middle column) are able to receive the DO’s electronically in the form that they chosen, this can be via the web, email or EDI.

Note: The trading partner called “FCL EIDO” is actually 1-Stop and will always appear at the top of the list.

Process Overview within SmartImports Interactive (Website)

Once the manifest and bayplan have been corrected and processed, the data is automatically added to the website for the next stage of the process.

The next stage is to merge the additional information required for the terminals and DO's, this information includes the vessel / voyage details and timings.

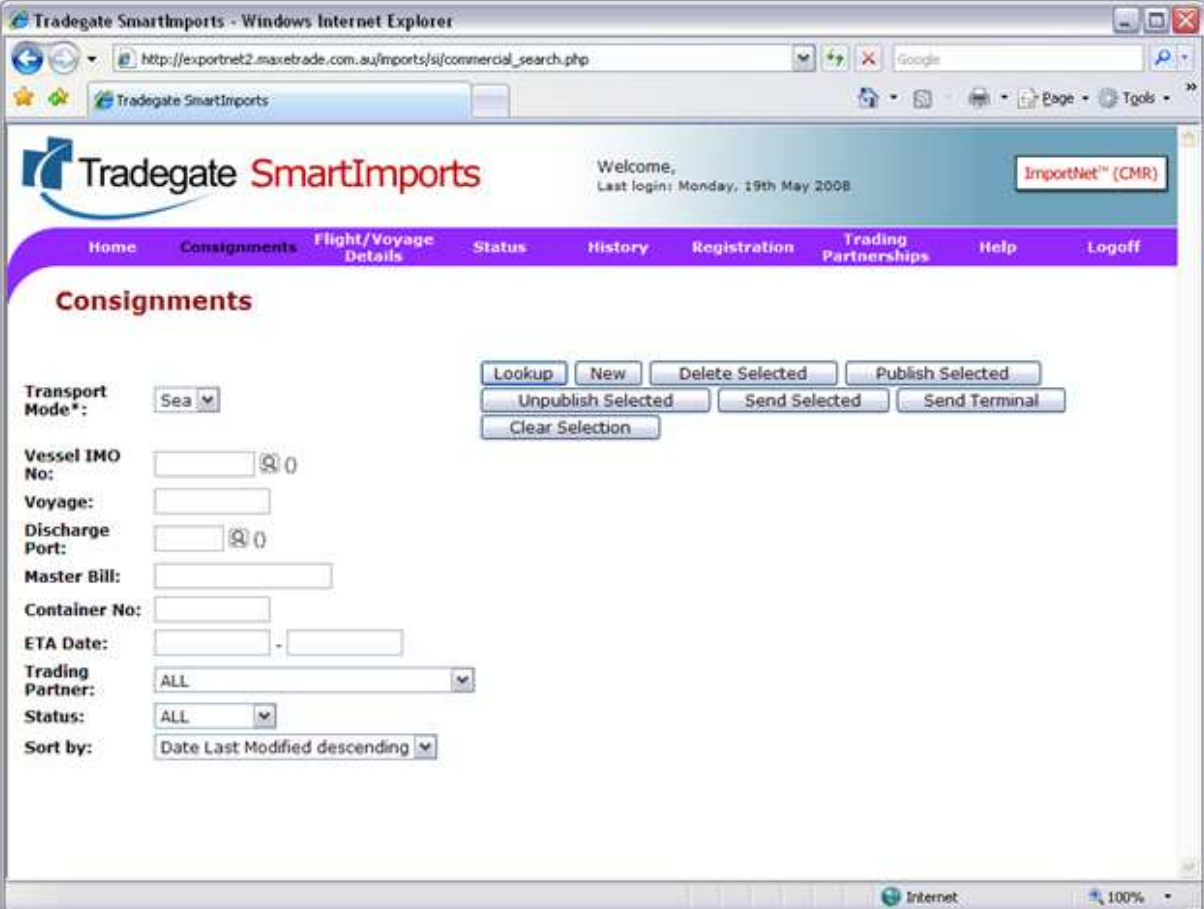


Communication to Terminal

Manifest Uploaded?

To confirm if the manifest has uploaded from the emails sent to the bayplan or manifest to the website do the following:

1. Click on Consignments



The screenshot shows the Tradegate SmartImports web application in a Windows Internet Explorer browser. The page title is "Tradegate SmartImports - Windows Internet Explorer" and the URL is "http://exportnet2.maxetrade.com.au/imports/sj/commercial_search.php". The page features a navigation menu with options: Home, Consignments, Flight/Voyage Details, Status, History, Registration, Trading Partnerships, Help, and Logoff. The "Consignments" section is active, displaying a search form with the following fields and controls:

- Transport Mode*: Sea (dropdown)
- Vessel IMO No: [text input]
- Voyage: [text input]
- Discharge Port: [text input]
- Master Bill: [text input]
- Container No: [text input]
- ETA Date: [text input] - [text input]
- Trading Partner: ALL (dropdown)
- Status: ALL (dropdown)
- Sort by: Date Last Modified descending (dropdown)

Control buttons include: Lookup, New, Delete Selected, Publish Selected, Unpublish Selected, Send Selected, Send Terminal, and Clear Selection. The page also shows a "Welcome" message and a "Last login" timestamp of "Monday, 19th May 2008".

2. Complete the Vessel and Voyage details and click Lookup

Search has found 6 matching records

Page: 1

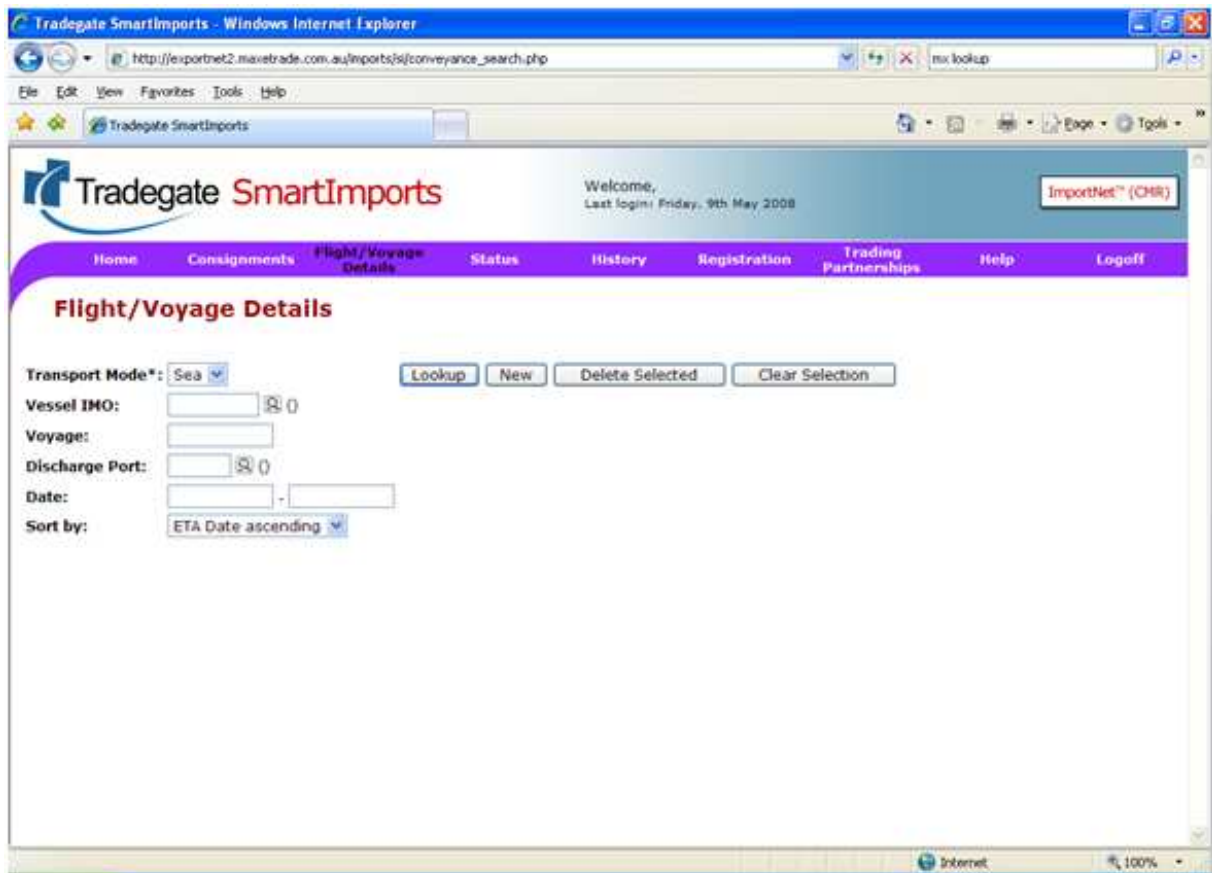
Vessel/IMO	Voyage	Container No.	Discharge Port	CTO	ETA	Master Bill	Wharf Time Up	Status	TPartner	Published	Toggle Selection
APL ZIRCON/8802909	0255	TRLU9150400	AUADL			NYKS360557600		UPLOADED		N	<input type="checkbox"/>
APL ZIRCON/8802909	0255	TRLU9106979	AUADL			NYKS360557597		UPLOADED		N	<input type="checkbox"/>
APL ZIRCON/8802909	0255	NYKU5609344	AUMEL			NYKS360556979		UPLOADED		N	<input type="checkbox"/>
APL ZIRCON/8802909	0255	TRLU6983969	AUMEL			NYKS360556840		UPLOADED		N	<input type="checkbox"/>
APL ZIRCON/8802909	0255	NYKU5718474	AUMEL			NYKS360556840		UPLOADED		N	<input type="checkbox"/>
APL ZIRCON/8802909	0255	TRLU7428317	AUFRE			NYKS335565004		UPLOADED		N	<input type="checkbox"/>

3. The status should be "Uploaded".
4. If you can't find the vessel and voyage it implies that it did not correctly upload, refer to the reports from the previous process to check why the manifest failed.

Create / Clone Voyage

Status will be “Uploaded”

1. Click on the menu item Flight / Voyage Details



2. Enter the IMO, Voyage or Discharge port to see if you are able to clone the details, if it does not appear in the list it will need to be created.

Create New Vessel/Voyage

3. Click on New
4. Enter IMO and Voyage {note that the magnifying glass allows you to search by name of vessel}
5. Click on Save Item
6. Add Voyage details, discharge ports, terms and conditions

The screenshot shows the Tradegate SmartImports web application interface. The browser window title is "Tradegate SmartImports - Windows Internet Explorer". The address bar shows the URL: "http://exportnet2.maxetrade.com.au/imports/s/conveyance_details.php". The user is logged in as "nykline" and the last login was on Friday, 9th May 2008. The page displays the "Flight/Voyage Details" form for Vessel IMO: 9303780 and Voyage: 022s, with a status of "CREATED". The form includes fields for Main Carrier Code (MOL - Mitsui OSK Lines), Carrier Code (NYK - Nippon Yusen Kaisha), Carrier Contact Name, Carrier Address, Carrier Contact Phone, Carrier Contact Fax, and Carrier Contact Email. There is also a dropdown menu for "Clauses and Information" set to "Terms and Conditions". A "Discharge Ports" section shows "No Discharge Port Details" and a "New Discharge Port" button. The form has a "Save" button and a "New" button. The page also features a navigation menu with options like Home, Consignments, Flight/Voyage Details, Status, History, Registration, Trading Partnerships, Help, and Logoff.

7. Click Save once completed

Terminal Codes

Code	Terminal
AATFI	Brisbane - AAT Fishermans Island
ASES1	Melbourne - Patricks East Swanson
ASLFR	Fremantle - Patricks
ASLPB	Sydney - Patricks Port Botany
CONBE	Bell Bay - P&O Ports
CONBN	Burnie - P&O Ports
CONDW	Darwin - P&O Ports
CONFI	Brisbane - DPWorld/P&O Fisherman Islands
CONFR	Fremantle - DPWorld/P&O
CONGI	Sydney - P&O Ports Glebe Island
CONHM	Brisbane - P&O Ports Hamilton
CONWB	Sydney - P&O Ports Darling Harbour
CONWS	Melbourne - DPWorld/P&O West Swanson
CSXWT	Adelaide - DP World/CSX Terminal
CTLPB	Sydney - DPWorld/P&O Port Botany
NTLWD	Melbourne - Patricks Webb Dock
PATDH	Sydney - Patricks Darling Harbour
PATGL	Gladstone - Patricks
PTBEL	Bell Bay - Patricks
PTFIT	Brisbane - Patricks Fisherman Is Terminal 7
PTMAR	Brisbane - Patricks Maritime Wharf

8. Click on New Discharge Port Details

Merge Data

Status will be “Merged”

9. Click on Merge Manifest

The screenshot shows the 'Flight/Voyage Details' page in the Tradegate SmartImports system. The page header includes the Tradegate logo and navigation tabs: Home, Consignments, Flight/Voyage Details, Status, History, Registration, Trading Partnerships, Help, and Logout. The main content area displays the following information:

- Vessel IMO: 9303780 Voyage: 022s Latest Status: CREATED
- Discharge Port Details: 1
- Required Field
- Discharge Port: AUSYD (Sydney NS AUSTRALIA)
- Terminal ID: CTLPE (P&O PORTS, PORT BOTANY)
- Arrival Date: 01/05/2008 12:00
- Terminal Time Up: [Empty]
- Empty Container Return Depot 1: [Empty]
- Empty Container Return Depot 2: [Empty]
- Empty Container Return Depot 3: [Empty]
- Empty Return By Date: [Empty]

At the bottom of the form, there are three buttons: 'Merge Manifests', 'Save Item', and 'Back'.

DO NOT enter details for “Terminal Time Up” or “Empty Return Date” .

You are only required to enter “return depot” details if not the default location.

- This page details all the containers that are to be release at that terminal associated with the given vessel voyage. If the selection is correct click on Merge All or Merge Selected (if only doing a subset of the vessel)

	Vessel/IMO	Voyage	Equip No	Discharge Port	CTO/ETA	Master/House Bill	Wharf Time Up	Status	T/Partner	Published		Toggle Selection
IRENES RAINBOW/9303780		0225	NYKU2490009	AUSYD		NYKS2392242890/-		UPLOADED TO 1334H	N			<input type="checkbox"/>
IRENES RAINBOW/9303780		0225	NYKU2901943	AUSYD		NYKS2392242890/-		UPLOADED TO 1334H	N			<input type="checkbox"/>
IRENES RAINBOW/9303780		0225	NYKU3215146	AUSYD		NYKS2392242890/-		UPLOADED TO 1334H	N			<input type="checkbox"/>
IRENES RAINBOW/9303780		0225	NYKU5821440	AUSYD		NYKS2392232570/-		UPLOADED TO 1334H	N			<input type="checkbox"/>
IRENES RAINBOW/9303780		0225	NYKU2927402	AUSYD		NYKS2392128040/-		UPLOADED TO 1334H	N			<input type="checkbox"/>
IRENES RAINBOW/9303780		0225	NYKU5648187	AUSYD		NYKS2380271150/-		UPLOADED TO 1334H	N			<input type="checkbox"/>
IRENES RAINBOW/9303780		0225	NYKU3154210	AUSYD		NYKS2380271150/-		UPLOADED TO 1334H	N			<input type="checkbox"/>
IRENES RAINBOW/9303780		0225	NYKU8419733	AUSYD		NYKS2353839310/-		UPLOADED TO 1334H	N			<input type="checkbox"/>
IRENES RAINBOW/9303780		0225	NYKU2621346	AUSYD		NYKS2353839300/-		UPLOADED TO 1334H	N			<input type="checkbox"/>
IRENES RAINBOW/9303780		0225	FSCU9980219	AUSYD		NYKS2353137690/-		UPLOADED TO 1334H	N			<input type="checkbox"/>
IRENES RAINBOW/9303780		0225	NYKU2895650	AUSYD		NYKS2342254880/-		UPLOADED TO 1334H	N			<input type="checkbox"/>
IRENES RAINBOW/9303780		0225	NYKU2741043	AUSYD		NYKS2342207010/-		UPLOADED TO 1334H	N			<input type="checkbox"/>
IRENES RAINBOW/9303780		0225	NYKU7330317	AUSYD		NYKS2342167310/-		UPLOADED TO 1334H	N			<input type="checkbox"/>
IRENES RAINBOW/9303780		0225	TOLU3303131	AUSYD		NYKS2342136290/-		UPLOADED TO 1334H	N			<input type="checkbox"/>
IRENES RAINBOW/9303780		0225	NYKU2906930	AUSYD		NYKS2342136250/-		UPLOADED TO 1334H	N			<input type="checkbox"/>
IRENES												<input type="checkbox"/>

- Click OK if you wish for the details to be updated.
- Click on Back

Send to Terminal

13. Click on the Consignments menu
14. Enter IMO, Voyage and Discharge port and Status Merged then click Lookup.

Search has found 84 matching records

Page: 1 2

Vessel/IMO	Voyage	Equip No	Discharge Port	CTO	ETA	Master/House Bill	Wharf Time Up	Status	TPartner	Published	Toggle Selection
IRENES RAINBOW/9303780	022S	NYKU2490009	AUSYD	CTLPB	01/05/2008	NYKS2392242890/-	00/00/0000 00:00	MERGED	TG1334M	N	<input type="checkbox"/>
IRENES RAINBOW/9303780	022S	NYKU2901943	AUSYD	CTLPB	01/05/2008	NYKS2392242890/-	00/00/0000 00:00	MERGED	TG1334M	N	<input type="checkbox"/>
IRENES RAINBOW/9303780	022S	NYKU3215146	AUSYD	CTLPB	01/05/2008	NYKS2392242890/-	00/00/0000 00:00	MERGED	TG1334M	N	<input type="checkbox"/>
IRENES RAINBOW/9303780	022S	NYKU5821440	AUSYD	CTLPB	01/05/2008	NYKS2392232570/-	00/00/0000 00:00	MERGED	TG1334M	N	<input type="checkbox"/>
IRFNFS							00/00/0000				

15. This is a list of the containers on the vessel, if correct click on Send Terminal
16. Scroll to the bottom of the page and highlight **FCL EIDO** as the recipient

Tradegate SmartImports - Windows Internet Explorer

http://exportnet2.maxetrade.com.au/imports/si/commercial_send_multi.php

9303780	IRENES RAINBOW	022S	TRLU9624849	AUSYD	CTLPB	01/05/2008	NYKS0062047150		TRLU9624849	Delivery Order	C9E37DGQDRE5
9303780	IRENES RAINBOW	022S	NYKU3232098	AUSYD	CTLPB	01/05/2008	NYKS0062047150		NYKU3232098	Delivery Order	GL3NXD2XYWJ2
9303780	IRENES RAINBOW	022S	NYKU3305764	AUSYD	CTLPB	01/05/2008	NYKS0062047150		NYKU3305764	Delivery Order	T9KX2EFJ9R45
9303780	IRENES RAINBOW	022S	NYKU2595355	AUSYD	CTLPB	01/05/2008	NYKS0062047150		NYKU2595355	Delivery Order	9V5VBQYNZ89P
9303780	IRENES RAINBOW	022S	NYKU5828337	AUSYD	CTLPB	01/05/2008	NYKS0052139800		NYKU5828337	Delivery Order	S4LU6YS8GMLN
9303780	IRENES RAINBOW	022S	NYKU5854892	AUSYD	CTLPB	01/05/2008	NYKS0052139800		NYKU5854892	Delivery Order	MKJUXUA6E355
9303780	IRENES RAINBOW	022S	NYKU5623553	AUSYD	CTLPB	01/05/2008	NYKS0052139800		NYKU5623553	Delivery Order	CS5NFWJRWQUJ
9303780	IRENES RAINBOW	022S	NYKU5657105	AUSYD	CTLPB	01/05/2008	NYKS0052139800		NYKU5657105	Delivery Order	GU29M294CBN8
9303780	IRENES RAINBOW	022S	TRLU7449285	AUSYD	CTLPB	01/05/2008	NYKS0052139800		TRLU7449285	Delivery Order	L9GDR6ZFHNLQ
9303780	IRENES RAINBOW	022S	NYKU5444814	AUSYD	CTLPB	01/05/2008	NYKS0052139800		NYKU5444814	Delivery Order	QMCU6AD7LX36
9303780	IRENES RAINBOW	022S	FSCU6809028	AUSYD	CTLPB	01/05/2008	NYKS0052139800		FSCU6809028	Delivery Order	YMXFG4HL3389

Send Message As:
Unchanged Doc Type

Action:
Original

Recipients:
-- FCL EIDO --

Send Message Back

17. Click on Send All
18. The screen will show the number of errors and uploads to the terminal.
19. Click on Consignments menu and search for the vessel / voyage. The status will change from "Pending" = send to terminal to a "clear" if the container is clear from a terminal view point.

WARNING: At this point the terminals have been supplied with the PINs and would release the container to anyone with that information!

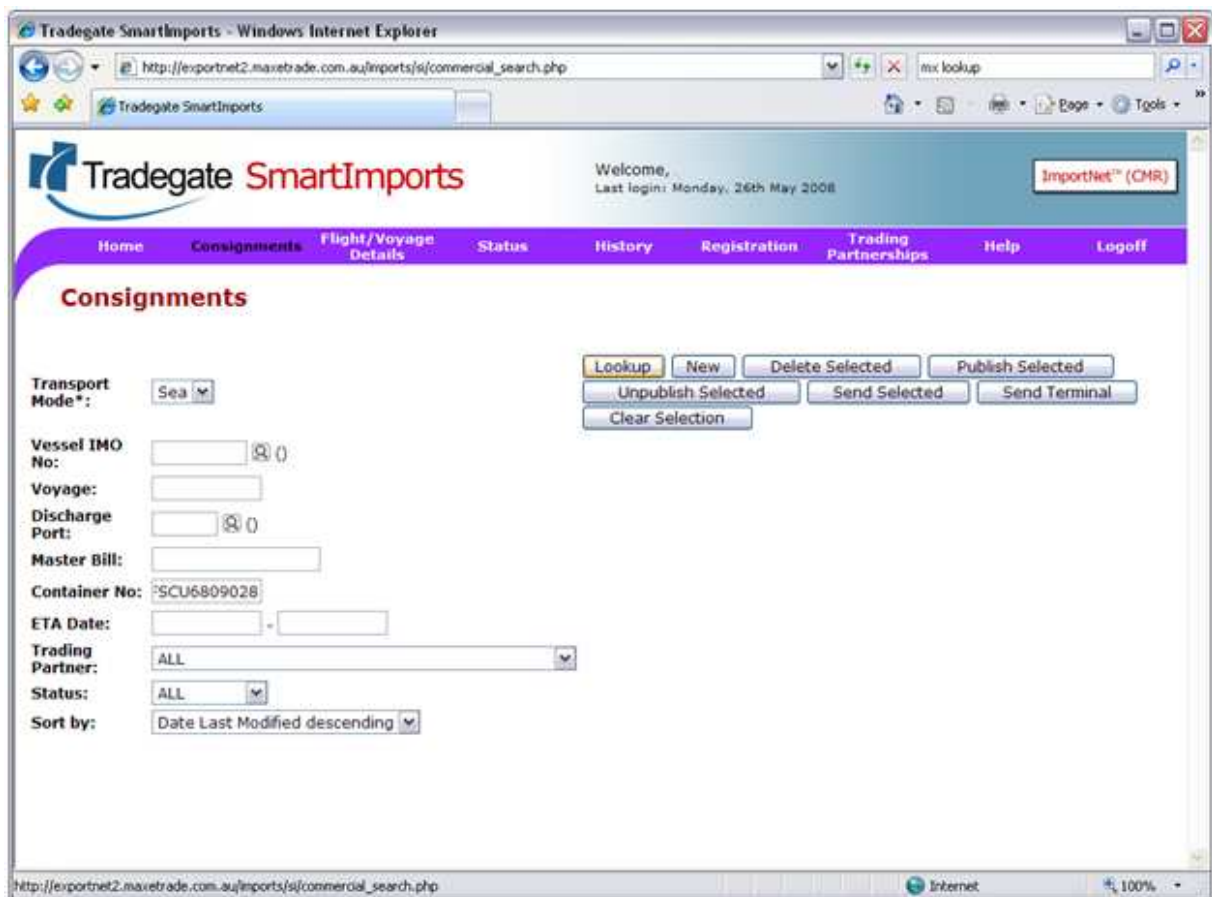
Updating the Terminal

This process defines how to withdraw a container from release from Terminal and allocate a new PIN if required.

Withdraw Container

To withdraw a container from the terminal you need to send a message to the terminal advising them of the change of status, to do this;

1. Find the container in question through the Consignments menu.



2. The CLEAR status means that the terminal has already cleared the container for release and has been supplied the PIN by the shipping line.

Tradegate SmartImports - Windows Internet Explorer

http://exportnet2.maxetrade.com.au/imports/si/commercial_search.php

File Edit View Favorites Tools Help

Tradegate SmartImports

Home Consignments Flight/Voyage Details Status History Registration Trading Partnerships Help Logoff

Sea Consignments

Transport Mode*: Sea

Vessel IMO No:

Voyage:

Discharge Port:

Master Bill:

Container No: FSCU6809028

ETA Date: -

Trading Partner: ALL

Status: ALL

Sort by: Date Last Modified descending

Lookup New Delete Selected Publish Selected
Unpublish Selected Send Selected Send Terminal
Clear Selection

Search has found 1 matching records

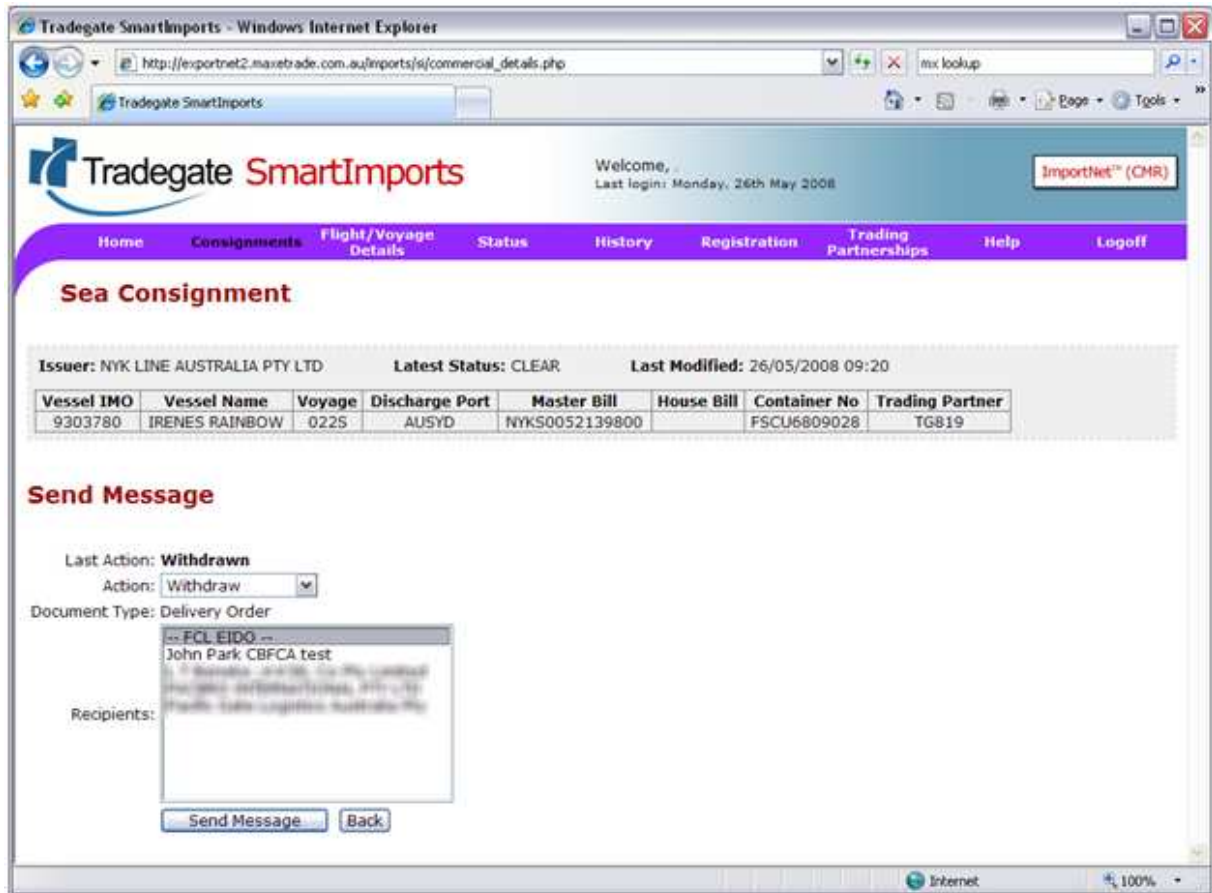
Page: 1

Vessel/IMO	Voyage	Container No.	Discharge Port	CTO	ETA	Master Bill	Wharf Time Up	Status	TPartner	Published	Toggle Selection
IRENES RAINBOW/9303780	0225	FSCU6809028	AUSYD	CTLPB	01/05/2008	NYKS0052139800	00/00/0000 00:00	CLEAR	TG819	N	<input type="checkbox"/>

Page: 1

Done Internet 100%

3. Click on the container (Irene Rainbow in this example)
4. Click SEND and then click OK

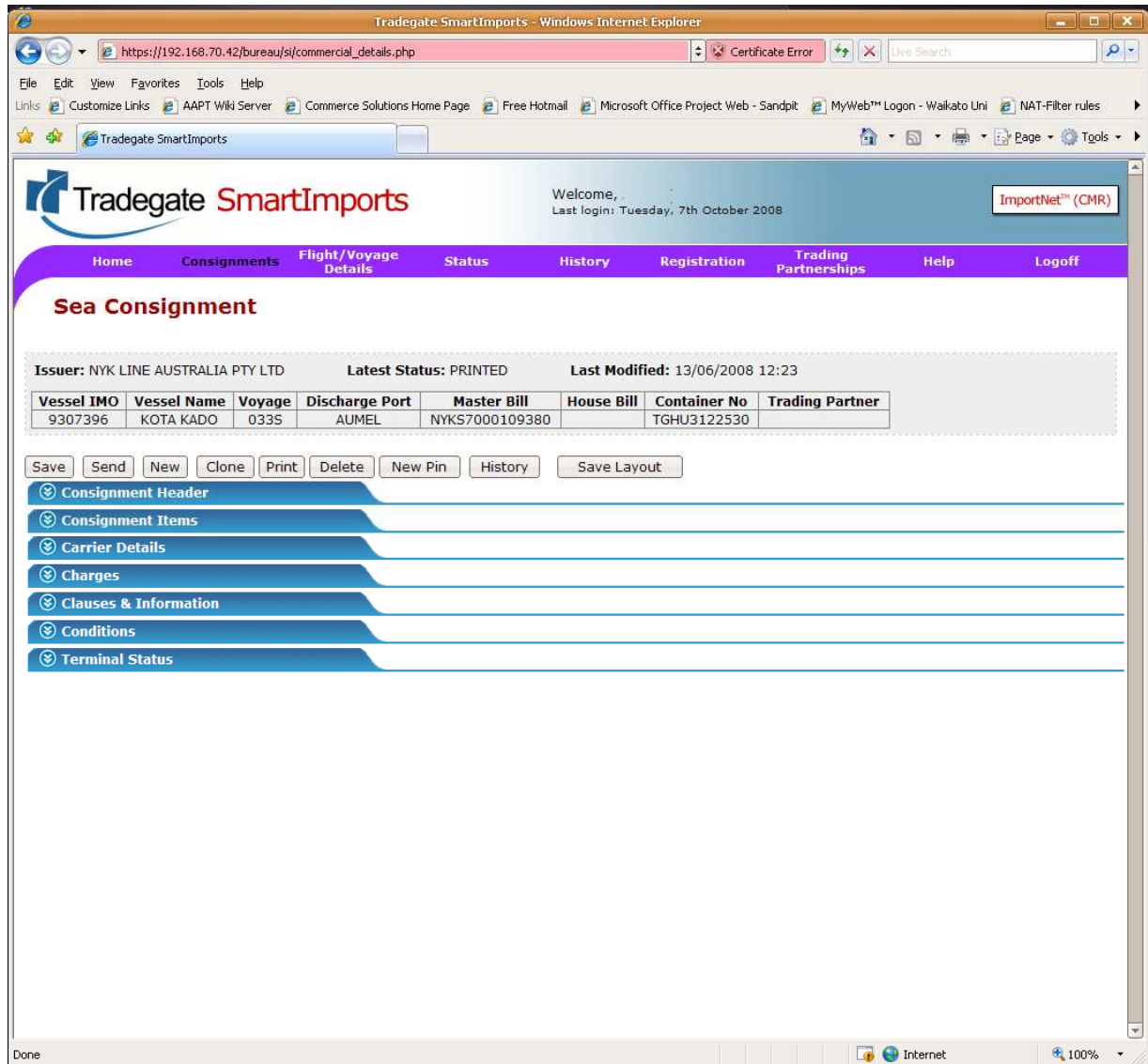


5. Click action Withdraw and send to FCL EIDO
6. Click Send Message and click OK
7. The status will change to PENDING, until a response is received from the Terminal
8. The status of Withdraw means that the Terminal has withdrawn the container from release.

Allocate New PIN / Replace Existing PIN

There are a number of situations that you may wish to create a new PIN for a container, the obvious being that the existing PIN has been compromised. Generate a new PIN and sent to 1-Stop.

1. To allocate a new PIN, find the consignment.
2. Click on the Vessel / IMO to open
3. Click on "New Pin"



4. Click OK to generate a new PIN
5. Ensure action is set to "Original / Replace" and send to the terminal "FCL EIDO"

Tradegate SmartImports - Windows Internet Explorer

https://192.168.70.42/bureau/si/commercial_details.php

File Edit View Favorites Tools Help

Links Customize Links AAPT Wiki Server Commerce Solutions Home Page Free Hotmail Microsoft Office Project Web - Sandpit MyWeb™ Logon - Waikato Uni NAT-Filter rules

Tradegate SmartImports

Tradegate SmartImports

Welcome,
Last login: Tuesday, 7th October 2008

ImportNet™ (CMR)

Home Consignments Flight/Voyage Details Status History Registration Trading Partnerships Help Logoff

Sea Consignment

Issuer: NIKI LINE AUSTRALIA PTY LTD Latest Status: PRINTED Last Modified: 20/10/2008 15:37

Vessel IMO	Vessel Name	Voyage	Discharge Port	Master Bill	House Bill	Container No	Trading Partner
9307396	KOTA KADO	0335	AUMEL	NYKS7000109380		TGHU3122530	

Send Message

Last Action:

Action: Original/Replace

Document Type: Delivery Order

Recipients:

```

-- FCL EIDO -- [TERMINAL RELEASE]
Ship Name: CANGARANG (REGISTRATION)
17 Borealis - A/S, Co. Pty Limited (AUS/DAUMEL)
PACIFIC INTERNATIONAL, PTY LTD (PORT AUSTRALIA)
Pacific Gate Logistics Australia Pty (MELBORN)

```

Send Message Back

Internet 100%

Non Standard Processes

Adding a Container Manually

Why?

Generally all containers are within the manifest and do not need to be updated manually, the two scenarios that involve manually creating a container entry are when you have a COD or where the container is missing from the manifest.

COD / Change of Destination

The process for a COD is to find your container, clone and modify the details to the new destination. If the container has been cleared with the terminal at the original port this will need to be withdrawn.

In the example container TTNU3275709 is being moved from Fremantle to Melbourne.

1. Find the container from the Consignment menu

The screenshot shows the Tradegate SmartImports web application interface. The browser window title is "Tradegate SmartImports - Windows Internet Explorer". The address bar shows the URL "http://exportnet2.martrade.com.au/imports/s/commercial_search.php". The page header includes the Tradegate SmartImports logo, a welcome message, and the last login date "Monday, 26th May 2008". A navigation menu is visible with options: Home, Consignments, Flight/Voyage Details, Status, History, Registration, Trading Partnerships, Help, and Logoff. The main content area is titled "Sea Consignments" and contains a search form with the following fields: Transport Mode (Sea), Vessel IMO No., Voyage, Discharge Port (AUFRE - Fremantle WA AUSTRALIA), Master Bill, Container No. (TTNU3275709), ETA Date, Trading Partner (ALL), Status (CLEAR), and Sort by (Date Last Modified descending). A toolbar with buttons for Lookup, New, Delete Selected, Publish Selected, Unpublish Selected, Send Selected, Send Terminal, and Clear Selection is located above the search form. Below the search form, a message states "Search has found 1 matching records". A table displays the search results:

Vessel/IMO	Voyage	Container No.	Discharge Port	CTO	ETA	Master Bill	Wharf Time Up	Status	TPartner	Published	Toggle Selection
SOPHIA BRITANNIA/9030723	095S	TTNU3275709	AUFRE	confr	21/05/2008	NYKS235339530		CLEAR	TG1334M	N	<input type="checkbox"/>

2. Click on the container.
3. Click on Clone.
4. Updated the Discharge port from AUFRE to AUMEL

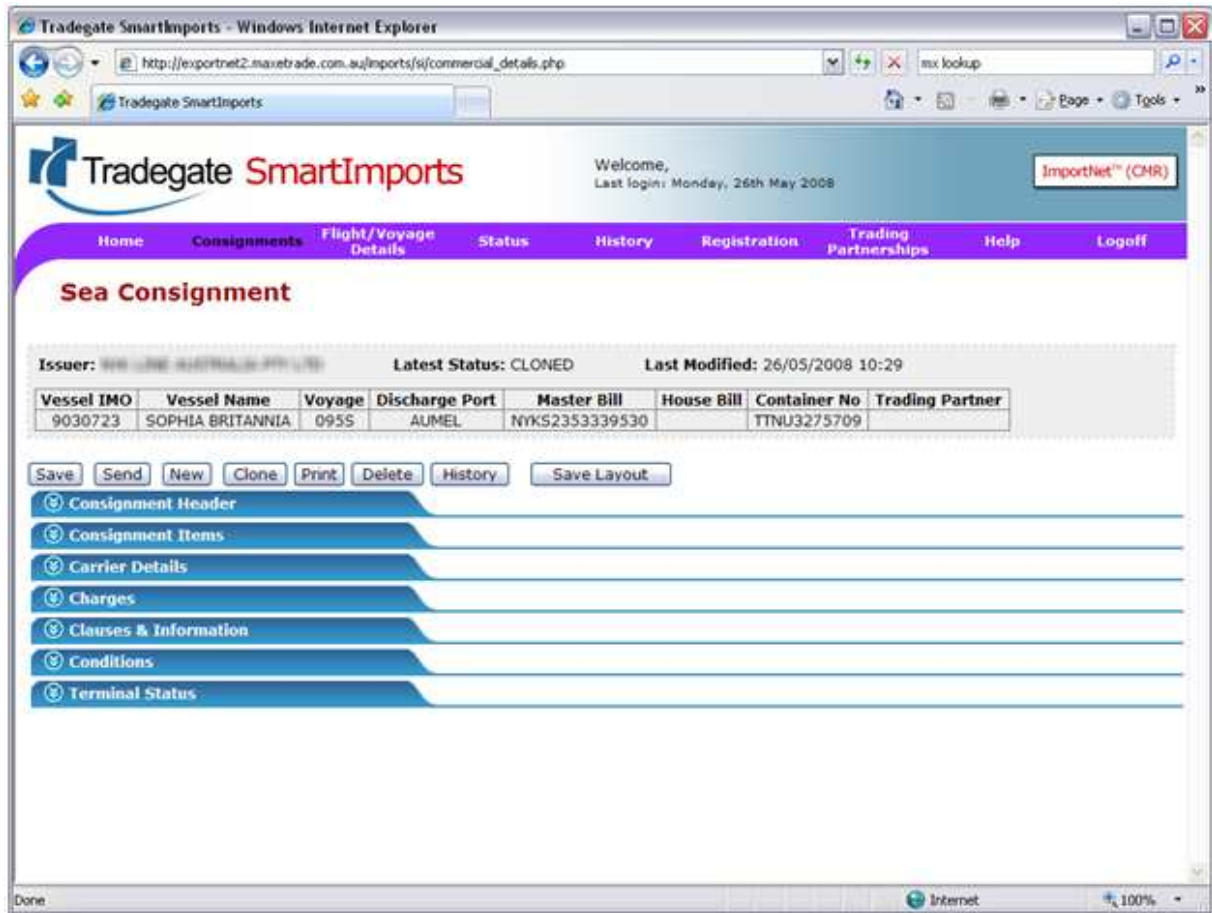
The screenshot shows a web browser window titled "Tradegate SmartImports - Windows Internet Explorer". The address bar contains the URL: `http://exportnet2.maxtrade.com.au/smartimports/#!/commercial.php?CloneID=298477`. The page header includes the Tradegate SmartImports logo, a welcome message "Welcome, Last login: Monday, 26th May 2008", and a button for "ImportNet™ (CHR)". A navigation menu with the following items is visible: Home, Consignments, Flight/Voyage Details, Status, History, Registration, Trading Partnerships, Help, and Logoff.

The main content area is titled "New Cloned Consignment" and contains a form with the following fields and values:

- Transport Mode: Sea
- Vessel IMO: 9030723 (SOPHIA BRITANNIA)
- Voyage: 0955
- Discharge Port: AUMEL (Melbourne VI AUSTRALIA)
- Master Bill: NYKS235339530
- House Bill: (empty)
- Mode: Containerised
- Container No: TTNU3275709

At the bottom of the form are two buttons: "Save Item" and "Back".

5. Click Save Item



6. As the container has changed destination ports the following information needs to be updated;
 - a. Empty Return Depot Information
 - b. Terminal
 - c. ETA

Change Empty Return Depot

1. Click on Consignment Items (blue bar)
2. Click on actions

TradeGate SmartImports - Windows Internet Explorer

http://exportnet2.maxetrade.com.au/imports/s/items_commercial_container.php

TradeGate SmartImports

Sea Consignment

Issuer: THE LINE AUSTRALIA PTY LTD Latest Status: CLONED Last Modified: 26/05/2008 10:29

Vessel IMO	Vessel Name	Voyage	Discharge Port	Master Bill	House Bill	Container No	Trading Partner
9030723	SOPHIA BRITANNIA	0935	AUMEL	NYKS235339330		TTNU3275709	

Consignment Item Details: 1

*** Required Field**

* Container No: TTNU3275709

* Container Type: 2200 ((20x8.5) Non-Vented, Open 1 Both Ends)

* Cargo Type:

Full/Empty: Full Empty

Seal No:

Goods Description:

Barcode:

Handling Instructions:

Gross Weight: KG

Hazardous Goods Details

IMDG No:

IMDG Class:

Container Over-Dimensions

Overall Length: CMT

Overall Width: CMT

Overall Height: CMT

Empty Return Details

Container Return By Date:

Container Return Address 1: (Post-Required)

Container Return Address 2:

Container Return Address 3:

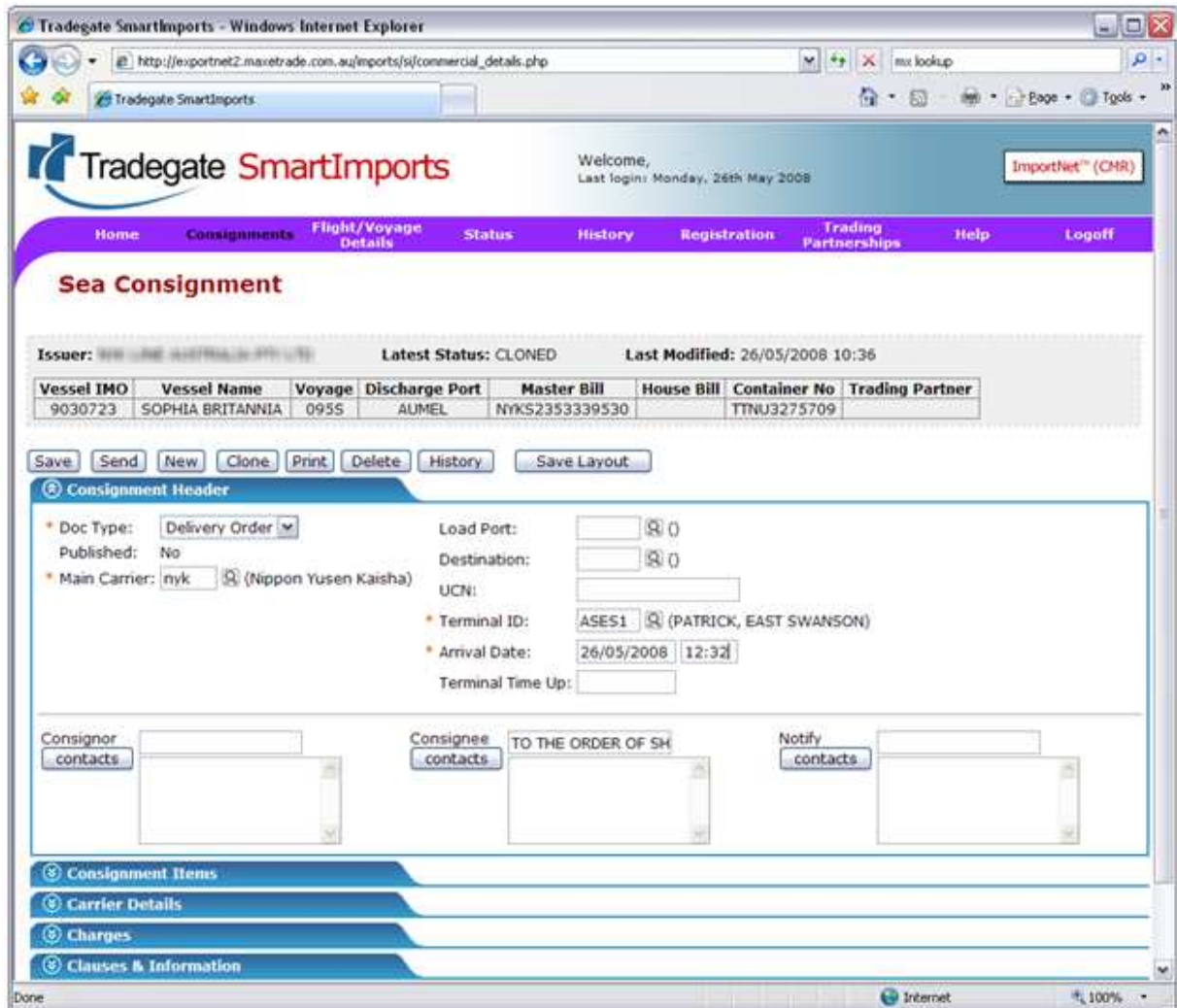
Done Internet 100%

4. Click Save Item

Terminal and ETA Update

To update the terminal from the Fremantle to Melbourne site and change the ETA click do the following.

1. Click on Consignment Header (blue bar)
2. Update the Terminal ID and arrival time



3. Click on Save
4. Now we need to advice the terminal of the two changes.
5. Firstly sent the updated destination container to the terminal, click Send and select FCL EIDO.
6. Secondly find the original Fremantle bound container and send a withdraw status to the terminal; refer to the chapter on Withdraw Container.

Container Missing from Manifest

If a container is missing from a manifest it can be manually, to do this you need to;

1. Click on the Consignments Menu
2. Click on New
3. Enter the following mandatory data;
 - a. Vessel IMO
 - b. Voyage

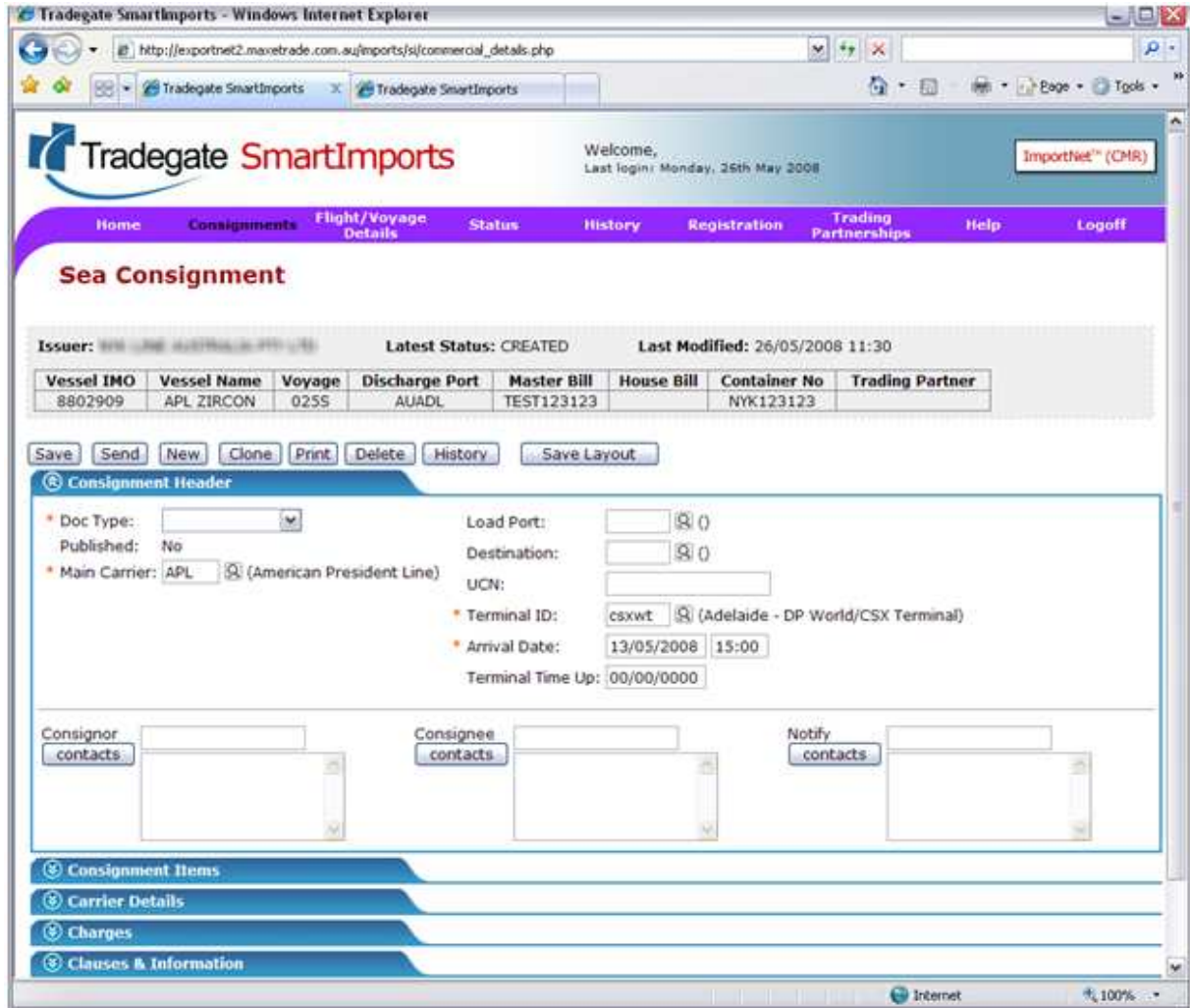
- c. Discharge Port
 - d. Master Bill
 - e. Container Number
4. Click on Save Item

The screenshot shows a web browser window titled 'Tradegate SmartImports - Windows Internet Explorer'. The address bar displays 'http://exportnet2.maxetrade.com.au/imports/si/commercial.php'. The page header includes the Tradegate SmartImports logo, a welcome message 'Welcome, Last login: Monday, 26th May 2008', and an 'ImportNet™ (CHR)' button. A navigation menu contains links for Home, Consignments, Flight/Voyage Details, Status, History, Registration, Trading Partnerships, Help, and Logoff. The main content area is titled 'New Consignment' and contains a form with the following fields:

- Transport Mode: Sea (dropdown)
- * Vessel IMO: 8802909 (APL ZIRCON)
- * Voyage: 0255
- * Discharge Port: AUADL (Adelaide SA AUSTRALIA)
- * Master Bill: TEST123123
- House Bill: (empty)
- Mode: Contained (dropdown)
- * Container No: NYK123123

At the bottom of the form are two buttons: 'Save Item' and 'Back'.

5. Click on Consignment Header (blue bar)
6. Complete the following;
 - a. Doc Type = Delivery Order
 - b. Main Carrier
 - c. Terminal Id
 - d. Arrive Date
7. Click Save



8. Click on Consignment Items (blue bar)
9. Click on Actions
10. Add the following;
 - a. Container Type
 - b. Cargo Type = General
 - c. Container Return Address 1

Tradegate SmartImports - Windows Internet Explorer

http://exportnet2.maxtrade.com.au/imports/si/items_commercial_container.php

Vessel IMO	Vessel Name	Voyage	Discharge Port	Master Bill	House Bill	Container No	Trading Partner
8802909	APL ZIRCON	0255	AUADL	TEST123123		NYK123123	

Consignment Item Details: 1

*** Required Field**

* Container No: NYK123123

* Container Type: 4430

* Cargo Type: General

Full/Empty: Full Empty

Seal No:

Goods Description:

Handling Instructions:

Gross Weight: KG

Hazardous Goods Details

IMDG No:

IMDG Class:

Container Over-Dimensions

Overall Length: CMT

Overall Width: CMT

Overall Height: CMT

Empty Return Details

Container Return By Date:

Container Return Address 1:

Container Return Address 2:

Container Return Address 3:

Save Item Back

11. Click Save Item
12. Then click on Send and send the container to the terminal.

Amend Empty Return Depots

1. Find the container from the Consignments Menu
2. Click on the container.
3. Click on Consignment Items (blue bar)
4. Click on actions

TradeGate SmartImports - Windows Internet Explorer

http://exportnet2.martrade.com.au/imports/s/commercial_details.php

TradeGate SmartImports

Welcome,
Last login: Monday, 26th May 2008

ImportNet™ (CHR)

Home Consignments Flight/Voyage Details Status History Registration Trading Partnerships Help Logoff

Sea Consignment

Issuer: [View Issue](#) Latest Status: CLONED Last Modified: 26/05/2008 10:29

Vessel IMO	Vessel Name	Voyage	Discharge Port	Master Bill	House Bill	Container No	Trading Partner
9030723	SOPHIA BRITANNIA	095S	AUMEL	NYKS235339330		TTNUJ3275709	

Save Send New Clone Print Delete History Save Layout

- Consignment Header
- Consignment Items

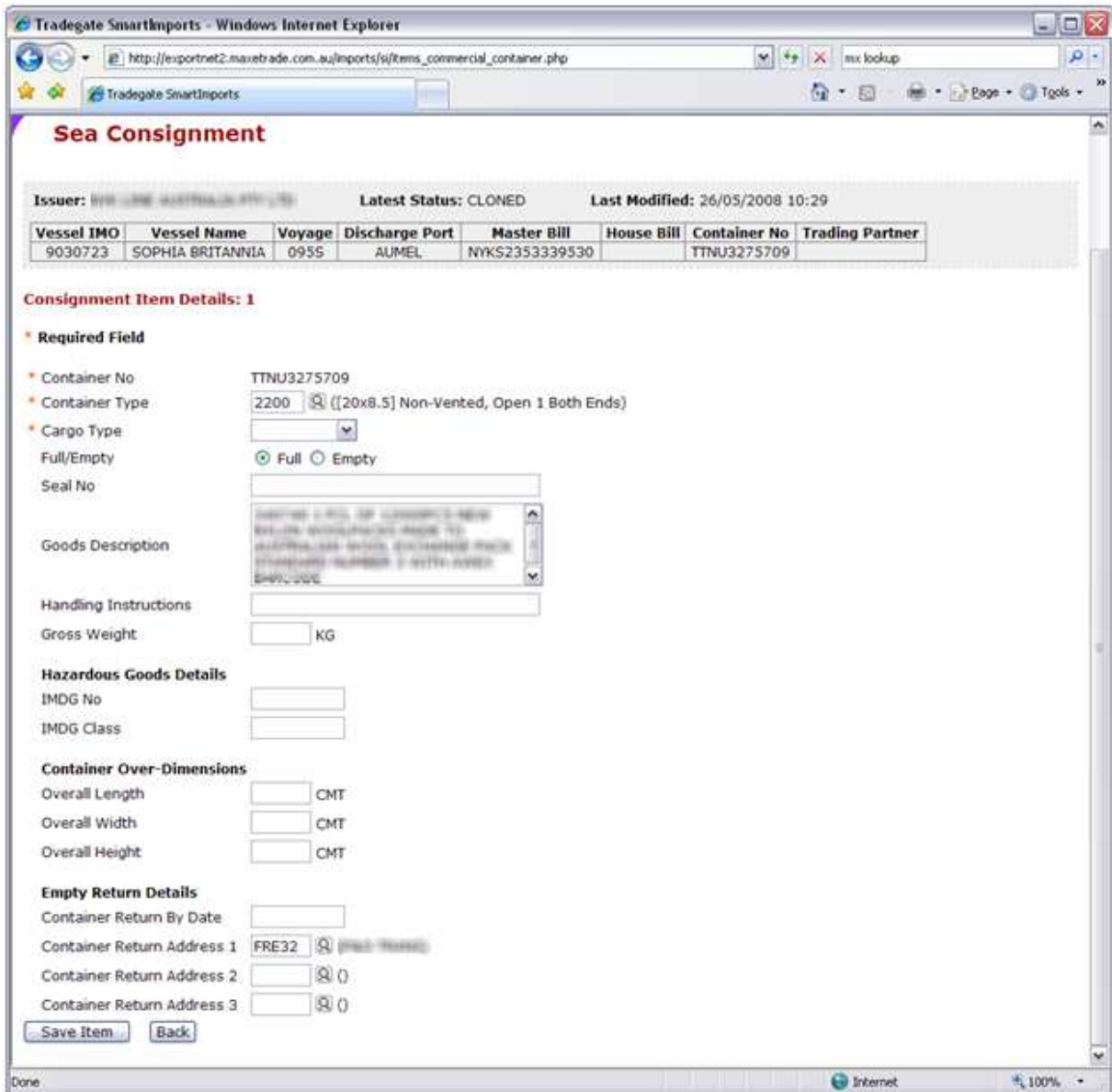
Goods Description	Container No	Container Type	Cargo Type	Gross Weight	Actions
MINERAL OILS IN CONTAINERS WITH 100% POLYETHYLENE LINING TO SUPPLY THE OILS. CONTAINERS FROM SHANGHAI NUMBER 2 SOUTH ROAD SHANGHAI	TTNUJ3275709	2200			

- Carrier Details
- Charges
- Clauses & Information
- Conditions
- Terminal Status

javascript:GotRef('tests_commercial_container.php?load_item=1')

Internet 100%

- Update Container Return Address 1 to 3 where applicable

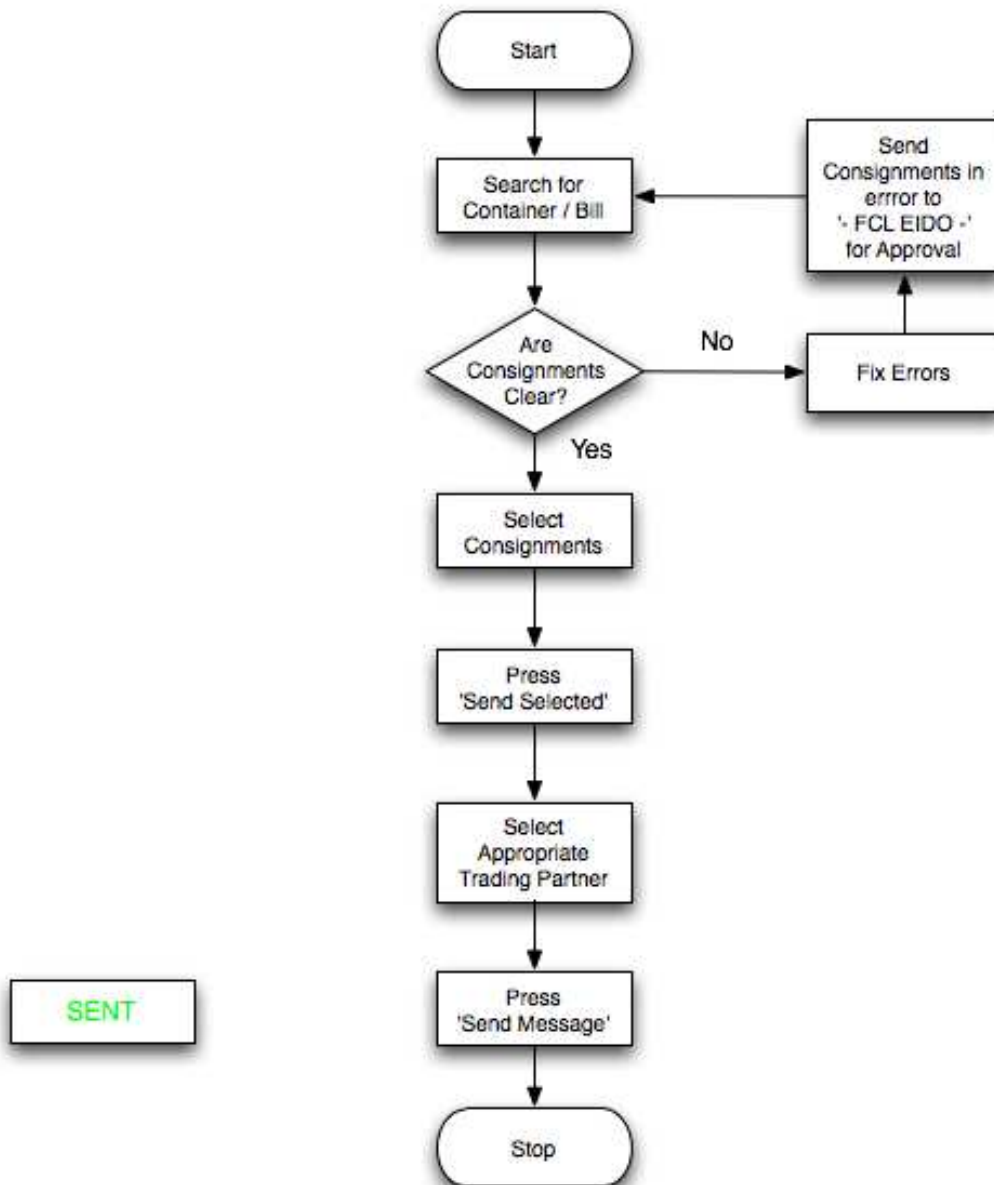


6. Click Save Item

Container Release to Customer

Status will be "Clear"

Once the terminal has given the clear status the container is able to be collected and assuming that you are happy to do so, the PIN can be released to the customer.



Registered SmartImports User

1. The customer has paid any fees to the line and has called to request his DO.
2. Click on Consignments Menu
3. Complete the information that you are aware of;
 - a. Master Bill
 - b. House Bill
 - c. Container Number
4. Click on Lookup (in this case the search was based on Master Bill)

The screenshot displays the 'Sea Consignments' search results page in the Tradegate SmartImports application. The search criteria include: Transport Mode: Sea; Vessel IMO No: (empty); Voyage: (empty); Discharge Port: (empty); Master Bill: NYKS0052139800; House Bill: (empty); Container No: (empty); ETA Date: (empty); Trading Partner: ALL; Status: ALL; Sort by: Date Last Modified descending.

The search results table is as follows:

Vessel/IMO	Voyage	Equip No	Discharge Port	CTO	ETA	Master/House Bill	Wharf Time Up	Status	TPartner	Published	Toggle Selection
IRENES RAINBOW/9303780	0225	FSCU6809028	AUSYD	CTLPB	01/05/2008	NYKS0052139800/-	00/00/0000 00:00	CLEAR	TG1334M	N	<input type="checkbox"/>
IRENES RAINBOW/9303780	0225	NYKU5444814	AUSYD	CTLPB	01/05/2008	NYKS0052139800/-	00/00/0000 00:00	CLEAR	TG1334M	N	<input type="checkbox"/>
IRENES RAINBOW/9303780	0225	TRLU7449285	AUSYD	CTLPB	01/05/2008	NYKS0052139800/-	00/00/0000 00:00	CLEAR	TG1334M	N	<input type="checkbox"/>
IRENES RAINBOW/9303780	0225	NYKU5657105	AUSYD	CTLPB	01/05/2008	NYKS0052139800/-	00/00/0000 00:00	CLEAR	TG1334M	N	<input type="checkbox"/>
IRENES RAINBOW/9303780	0225	NYKU5623553	AUSYD	CTLPB	01/05/2008	NYKS0052139800/-	00/00/0000 00:00	CLEAR	TG1334M	N	<input type="checkbox"/>
IRENES RAINBOW/9303780	0225	NYKU5854892	AUSYD	CTLPB	01/05/2008	NYKS0052139800/-	00/00/0000 00:00	CLEAR	TG1334M	N	<input type="checkbox"/>
IRENES RAINBOW/9303780	0225	NYKU5828337	AUSYD	CTLPB	01/05/2008	NYKS0052139800/-	00/00/0000 00:00	CLEAR	TG1334M	N	<input type="checkbox"/>

5. Select the containers that you wish to release, ensuring that they are set to Clear status.
6. Click on Send Selected and click OK to confirm
7. Select the recipient and click Send Message (do not select FCL EIDO as this is the terminals)
8. Once sent the status will change to Sent

Status will be “Sent”

Note: For registered trading partners multiple containers can be released at a time.

Non Registered SmartImports User

In the most part the process for supplying the DO to customers that are not able to accept electronic DO is the same.

1. The customer has paid any fees to the shipping line and has called to request their DO.
2. Click on Consignments Menu
3. Complete the information that you are aware of;
 - a. Master Bill
 - b. House Bill
 - c. Container Number
4. Click on Lookup (in this case the search was based on Master Bill)

The screenshot displays the Tradegate SmartImports web interface. The search criteria are as follows:

- Transport Mode: Sea
- Vessel IMO No: [Empty]
- Voyage: [Empty]
- Discharge Port: [Empty]
- Master Bill: NYK50052139800
- House Bill: [Empty]
- Container No: [Empty]
- ETA Date: [Empty]
- Trading Partner: ALL
- Status: ALL
- Sort by: Date Last Modified descending

Search has found 7 matching records

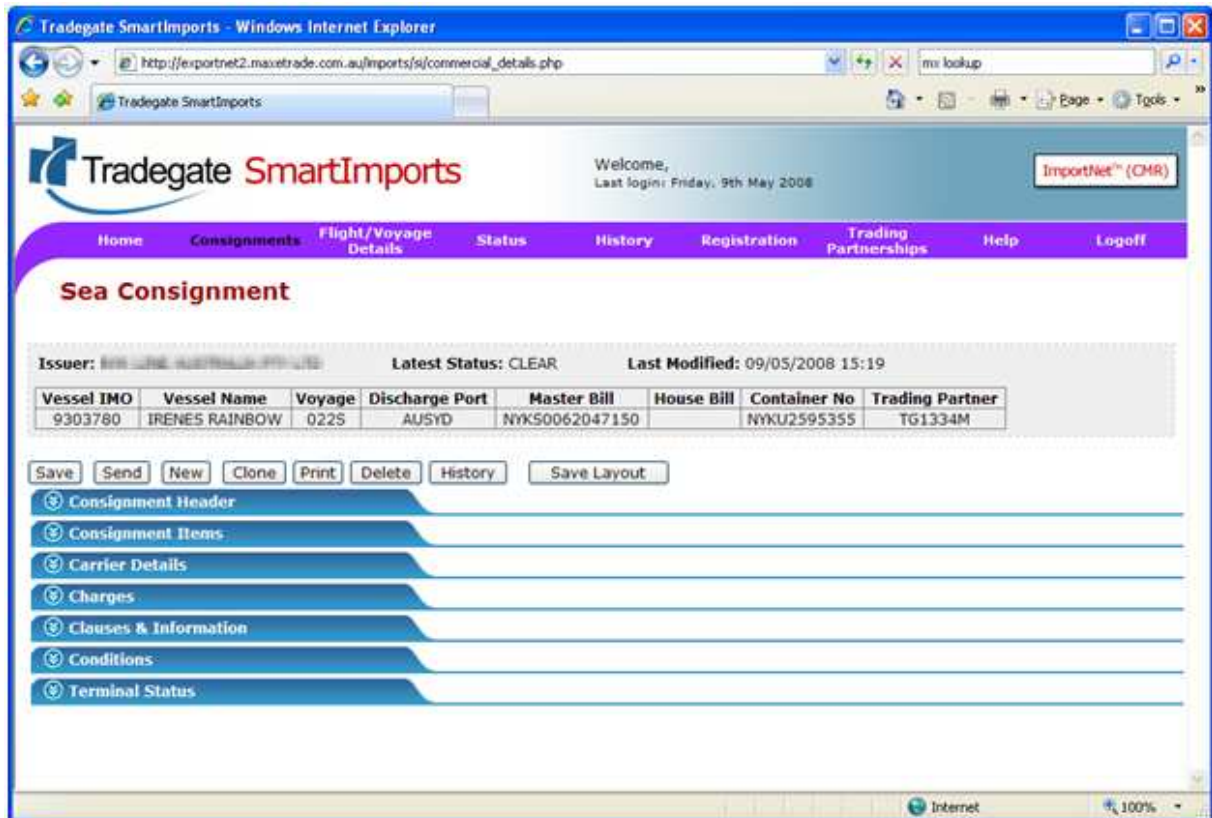
Vessel/IMO	Voyage	Equip No	Discharge Port	CTO	ETA	Master/House Bill	Wharf Time Up	Status	TPartner	Published	Toggle Selection
IRENES RAINBOW/9303780	0225	FSCU6809028	AUSYD	CTLPB	01/05/2008	NYK50052139800/-	00/00/0000 00:00	CLEAR	TG1334M	N	<input type="checkbox"/>
IRENES RAINBOW/9303780	0225	NYKU5444814	AUSYD	CTLPB	01/05/2008	NYK50052139800/-	00/00/0000 00:00	CLEAR	TG1334M	N	<input type="checkbox"/>
IRENES RAINBOW/9303780	0225	TRLU7449285	AUSYD	CTLPB	01/05/2008	NYK50052139800/-	00/00/0000 00:00	CLEAR	TG1334M	N	<input type="checkbox"/>
IRENES RAINBOW/9303780	0225	NYKU5657105	AUSYD	CTLPB	01/05/2008	NYK50052139800/-	00/00/0000 00:00	CLEAR	TG1334M	N	<input type="checkbox"/>
IRENES RAINBOW/9303780	0225	NYKU5623553	AUSYD	CTLPB	01/05/2008	NYK50052139800/-	00/00/0000 00:00	CLEAR	TG1334M	N	<input type="checkbox"/>
IRENES RAINBOW/9303780	0225	NYKU5854892	AUSYD	CTLPB	01/05/2008	NYK50052139800/-	00/00/0000 00:00	CLEAR	TG1334M	N	<input type="checkbox"/>
IRENES RAINBOW/9303780	0225	NYKU5828337	AUSYD	CTLPB	01/05/2008	NYK50052139800/-	00/00/0000 00:00	CLEAR	TG1334M	N	<input type="checkbox"/>

- Select the containers that you wish to release, ensuring that they are set to Clear status.

The screenshot shows the Tradegate SmartImports web application interface. The page title is "Sea Consignments". On the left, there are search filters for Transport Mode (Sea), Vessel IMO No., Voyage, Discharge Port, Master Bill, House Bill, Container No. (NYKU2595355), ETA Date, Trading Partner (ALL), Status (ALL), and Sort by (Date Last Modified descending). On the right, there are action buttons: Lookup, New, Delete Selected, Publish Selected, Unpublish Selected, Send Selected, Send All, and Clear Selection. Below the filters, it says "Search has found 1 matching records". A table displays the search results:

Vessel/IMO	Voyage	Equip No	Discharge Port	CTO	ETA	Master/House Bill	Wharf Time Up	Status	TPartner	Published	Toggle Selection
IRENES RAINBOW/9303780	022S	NYKU2595355	AUSYD	CTLPB	01/05/2008	NYKS0062047150/	00/00/0000 00:00	CLEAR	TG1334M	N	<input type="checkbox"/>

- Click on the Vessel /IMO link associated to the container (930780 in this case)



7. Click on Print
8. A pop up screen will appear with the Deliver Order that can be printed. The PIN is the alphanumeric on the top right of the screen, **9V5VBQYNZ89P** in this example.

http://exportnet2.maxetrade.com.au/imports/si/commercial_print.php - Windows Internet Explorer

http://exportnet2.maxetrade.com.au/imports/si/commercial_print.php

Tradegate Delivery Order

Issued by
 NEW LINE AUSTRALIA PTY LTD
 LEVEL 5 40 CLARENCE STREET
 SYDNEY NSW 2000
 NSW AUSTRALIA
 Green House
 029411444
 green_house@nl.com.au

Shipping Co. Ref. No.
 9V5VBQYNZ89P

Customs Conditional Release
 Sight Docs: N
 IFIP Permit: N
 MVSA Permit: N
 Quarantine: N
 Transhipment: N

Container place availability
 AUSYD (Sydney NS AUSTRALIA)
 Arrival Date: 01/05/2008 12:00
 Terminal ID: CTLPB (P&O PORTS, PORT BOTANY)
 Terminal Time Up: 00/00/0000

Container No: NYKU2595355

Vessel	Voyage No	Container/Cargo Operator
9303780 (IRENES RAINBOW)	022S	NL (Nagasaki Yusen Kaisha)

Status		Type of container									
Full	Empty	General	Hazardous	Reefer	20 ft	40 ft	High Cube	Over Length	Over Height	Over Width	Gross Weight
✓	-	-	-	✓	✓	-	-	- CMT	- CMT	-- CMT	KG

Container Type: 2200
 Transport Type:
 Ocean Bill of Lading No: NYKS0062047150
 House Bill of Lading No:

Transport Co. Truck No. / Rail Wagon No.

9. After printing the status will change to printed.

Status will be "Printed"

Depot Reports

The depot return reports are sent to your nominated email address at the point that the manifest is uploaded to the SmartImports website. The details within the report include;

1. Container Number
2. Default Depot(s)
3. Container Type

Example:

```
*****
CommercePlus Translation Report
MT Return Depot Cotainers for Ship2/32 AUSYD
Fri May 2 17:04:24 2008
*****

Key:
ONE DEPOT - Containers were allocated only one return depot
HAZ - Containers carried hazardous goods

AUSYD - MCS Banksmeadow(2):
XXKU3153208 / 2200
TRLU7587520 / 4400
AUSYD - MCS Cooks River(1):
XYKU3153208 / 2200

AUSYD - Patrick Port Services - Camellia(3):
XXKU8258346 / 4200
TRLU8724294 / 4200
TGHU4816181 / 4200

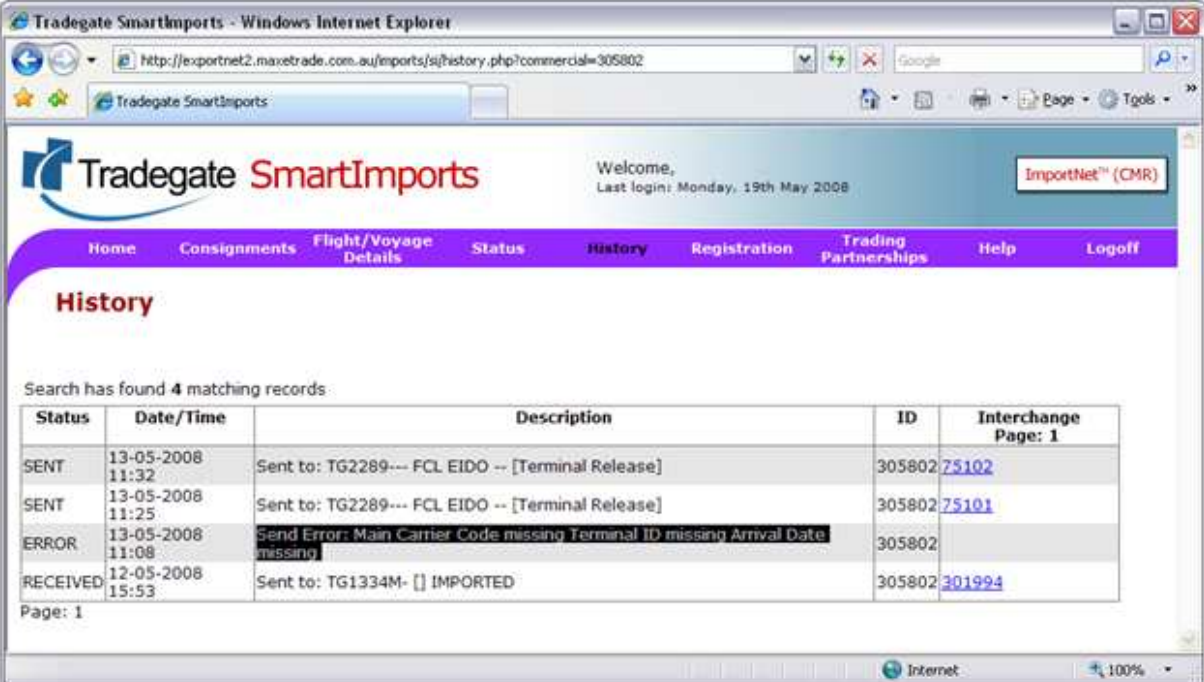
AUSYD - Unallocated(1):
XXKU7332500 / 2230
*****
```

Error Handling / FAQ

1. I can't find the manifest on the website?

A. Generally this issue is associated to a discrepancy with the bayplan and the manifest, check for the email reports from Tradegate.

2. I get an error from 1-Stop stating the below



The screenshot shows the Tradegate SmartImports website interface. The page title is "History" and it displays a table of records. The table has five columns: Status, Date/Time, Description, ID, and Interchange. The records are as follows:

Status	Date/Time	Description	ID	Interchange
SENT	13-05-2008 11:32	Sent to: TG2289--- FCL EIDO -- [Terminal Release]	305802	75102
SENT	13-05-2008 11:25	Sent to: TG2289--- FCL EIDO -- [Terminal Release]	305802	75101
ERROR	13-05-2008 11:08	Send Error: Main Carrier Code missing Terminal ID missing Arrival Date missing	305802	
RECEIVED	12-05-2008 15:53	Sent to: TG1334M- [] IMPORTED	305802	301994

Page: 1

A. Check that you did a merge before you sent the manifest to 1-Stop.