

PRE ADVISE GUIDELINES

MAERSK CUSTOMER EXPERIENCE AND SERVICE TEAM



System and Access Requirement

Manila Pre Advise

Log on to N4 HTML UI on a Web Browser (e.g., Internet Explorer, Mozilla Firefox, Google Chrome, or Microsoft Edge)

On the address bar of your web browser, type:

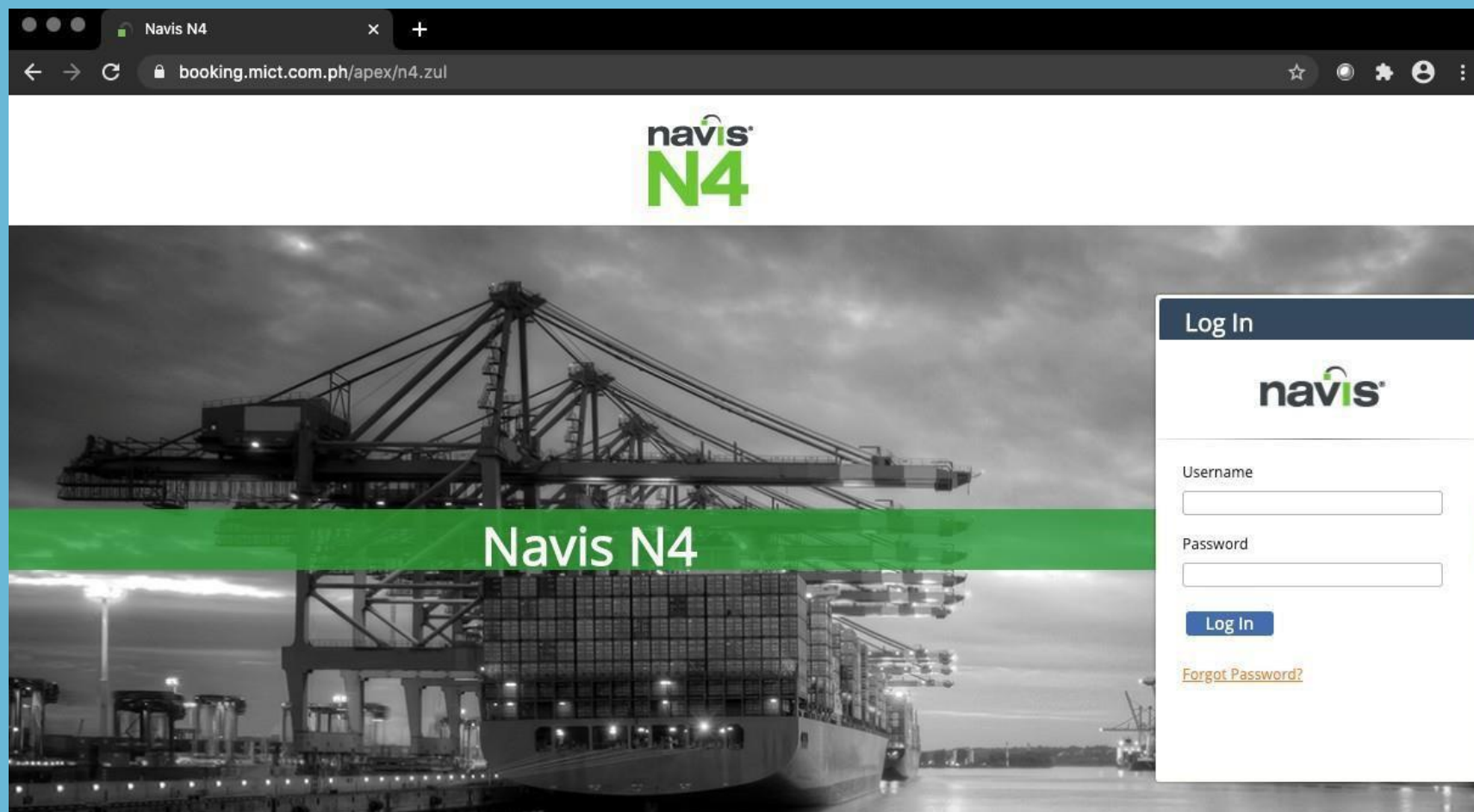
<https://booking.mict.com.ph/apex/n4.zul>

Username:

Preadvise1@maersk.com

Password:

MAERSKocean_2024

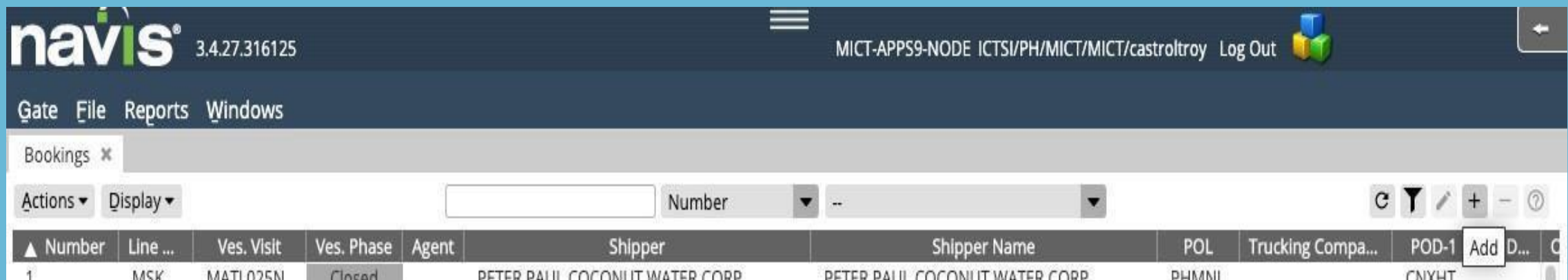


Step 1: Input your username and password on the log-in screen. Once logged in, click *Close* on the *Select Console* pop-up window.



Step 2: Create Booking

1. Under **GATE** menu, select **BOOKINGS**
2. Click the **ADD ("+")** button



The screenshot shows the Navis software interface. The top navigation bar includes the Navis logo, version 3.4.27.316125, a hamburger menu, and user information: MICT-APPS9-NODE ICTSI/PH/MICT/MICT/castroltroy, Log Out, and a 3D cube icon. The main menu has 'Gate', 'File', 'Reports', and 'Windows'. A 'Bookings' tab is active. Below the menu is a toolbar with 'Actions' and 'Display' dropdowns, a search box, and a 'Number' dropdown. The main area displays a table with columns: Number, Line ..., Ves. Visit, Ves. Phase, Agent, Shipper, Shipper Name, POL, Trucking Compa..., and POD-1. The first row shows: 1, MSK, MATL025N, Closed, PETER PAUL COCONUT WATER CORP, PETER PAUL COCONUT WATER CORP, PHMNI, and CNYHT. An 'Add' button is highlighted in the top right corner of the table.

Number	Line ...	Ves. Visit	Ves. Phase	Agent	Shipper	Shipper Name	POL	Trucking Compa...	POD-1	Add
1	MSK	MATL025N	Closed		PETER PAUL COCONUT WATER CORP	PETER PAUL COCONUT WATER CORP	PHMNI		CNYHT	

Step 3: Fill out all mandatory fields in the following order

- Number - Booking Number
- Line Operator - MSK (Maersk Line A/S)
- Vessel Visit - Feeder Vessel from Origin
- Port of Load - PHMNL (Manila)
- Port of discharge - First Transshipment Port
- Shipper - Name of Shipper
- Freight Kind - is FCL by default, but has a drop down menu for other options
- Category (is Export by default)
- Click **"Save"**

Add Booking ✕

<p>1 *Number: <input type="text"/></p> <p>4 *Vessel Visit: <input type="text"/></p> <p>5 *Port of Discharge: <input type="text"/></p> <p>Optional POD-1: <input type="text"/></p> <p>6 *Shipper: <input type="text"/></p> <p>Origin: <input type="text"/></p> <p>Agent: <input type="text"/></p> <p>Dispatch Reserved: <input type="text"/></p> <p>Owned/Leased: <input type="text"/></p> <p><input type="checkbox"/> Override Cutoff</p> <p>Special Stow: <input type="text"/></p> <p>Special Stow 3: <input type="text"/></p> <p>Stow block: <input type="text"/></p> <p>Hazards: <input type="button" value="Add Hazard"/></p> <p>Stuffing Location: <input type="text"/></p> <p>Latest Date: <input type="text"/></p> <p>Notes: <input type="text"/></p>	<p>2 *Line Operator: <input type="text"/></p> <p>3 *Port of Load: <input type="text"/></p> <p>Second Port of Discharge: <input type="text"/></p> <p>Trucking Company: <input type="text"/></p> <p>Consignee: <input type="text"/></p> <p>Destination: <input type="text"/></p> <p>Client Ref.Number: <input type="text"/></p> <p>*Freight Kind: <input type="text" value="FCL"/></p> <p>Shipping Mode: <input type="text"/></p> <p>Dray Status: <input type="text"/></p> <p>Special Stow 2: <input type="text"/></p> <p><input type="checkbox"/> Hold Partials</p> <p><input type="checkbox"/> Prevent Type Substitution</p> <p>Empty Pickup Location: <input type="text"/></p> <p>Full Return Location: <input type="text"/></p> <p>*Category: <input type="text" value="Export"/></p> <p><input type="checkbox"/> Override cutoffs for rail containers</p>
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Step 3: Add Booking

Add Booking X

<div style="margin-bottom: 5px;">1 *Number: <input style="width: 90%;" type="text"/></div> <div style="margin-bottom: 5px;">4 *Vessel Visit: <input style="width: 90%;" type="text"/></div> <div style="margin-bottom: 5px;">5 Port of Discharge: <input style="width: 90%;" type="text"/></div> <div style="margin-bottom: 5px;">Optional POD-1: <input style="width: 90%;" type="text"/></div> <div style="margin-bottom: 5px;">6 Shipper: <input style="width: 90%;" type="text"/></div> <div style="margin-bottom: 5px;">Origin: <input style="width: 90%;" type="text"/></div> <div style="margin-bottom: 5px;">Agent: <input style="width: 90%;" type="text"/></div> <div style="margin-bottom: 5px;">Dispatch Reserved: <input style="width: 90%;" type="text"/></div> <div style="margin-bottom: 5px;">Owned/Leased: <input style="width: 90%;" type="text"/></div> <div style="margin-bottom: 5px;"><input type="checkbox"/> Override Cutoff</div> <div style="margin-bottom: 5px;">Special Stow: <input style="width: 90%;" type="text"/></div> <div style="margin-bottom: 5px;">Special Stow 3: <input style="width: 90%;" type="text"/></div> <div style="margin-bottom: 5px;">Stow block: <input style="width: 90%;" type="text"/></div> <div style="margin-bottom: 5px;">Hazards: <input type="button" value="Add Hazard"/></div> <div style="margin-bottom: 5px;">Stuffing Location: <input style="width: 90%;" type="text"/></div> <div style="margin-bottom: 5px;">Latest Date: <input style="width: 90%;" type="text"/></div> <div style="margin-bottom: 5px;">Notes: <input style="width: 90%;" type="text"/></div>	<div style="margin-bottom: 5px;">2 *Line Operator: <input style="width: 90%;" type="text"/></div> <div style="margin-bottom: 5px;">3 *Port of Load: <input style="width: 90%;" type="text"/></div> <div style="margin-bottom: 5px;">Second Port of Discharge: <input style="width: 90%;" type="text"/></div> <div style="margin-bottom: 5px;">Trucking Company: <input style="width: 90%;" type="text"/></div> <div style="margin-bottom: 5px;">Consignee: <input style="width: 90%;" type="text"/></div> <div style="margin-bottom: 5px;">Destination: <input style="width: 90%;" type="text"/></div> <div style="margin-bottom: 5px;">Client Ref. Number: <input style="width: 90%;" type="text"/></div> <div style="margin-bottom: 5px;">*Freight Kind: <input style="width: 90%;" type="text"/></div> <div style="margin-bottom: 5px;">Shipping Mode: <input style="width: 90%;" type="text"/></div> <div style="margin-bottom: 5px;">Dray Status: <input style="width: 90%;" type="text"/></div> <div style="margin-bottom: 5px;">Special Stow 2: <input style="width: 90%;" type="text"/></div> <div style="margin-bottom: 5px;"><input type="checkbox"/> Ho'd Partial</div> <div style="margin-bottom: 5px;"><input type="checkbox"/> Prevent Type Substitution</div> <div style="margin-bottom: 5px;">Empty Pickup Location: <input style="width: 90%;" type="text"/></div> <div style="margin-bottom: 5px;">Full Return Location: <input style="width: 90%;" type="text"/></div> <div style="margin-bottom: 5px;">*Category: <input style="width: 90%;" type="text"/></div> <div style="margin-bottom: 5px;"><input type="checkbox"/> Override cutoffs for rail containers</div>
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2

Booking No.: 1
Print Date: 2019-11-18 02:28 UTC

Booked by Party:	Service Mode: <u>CY/CY</u>
Contact Name:	From: <u>Manila, Philippines</u> 3
Booked by Ref. No.:	To: Memphis, Tennessee, United States
Service Contract:	Cargo Detail:
Price Owner:	Business Unit: Maersk Filipinas Inc. (Manila)
Named Account Customer:	Commodity Description: Furniture, nos


We request you to review the specific parameters, viz. Service Contract, Price Owner, Named account customer and Commodity description. In case there are any changes required to these parameters, please send us a request before any containers(s) are picked up. Please note this is not applicable for Maersk SPOT bookings.

The rates and other applicable charges on your shipment will be invoiced based on Price Calculation Date (PCD)
 For Non-FMC shipments, PCD is the Estimated Time of Departure (ETD) of the first vessel in the latest booking confirmation issued upon customer request.
 For FMC shipments, PCD is the date on which Maersk Line A/S or one of its authorised agent(s) takes possession of the last container listed on the transport document.
 Note: FMC regulated trades are shipments exiting or entering a port in the United States, Guam, US Virgin Islands, American Samoa or Puerto Rico (US).

Routing 4						
From	To 5	Mode	Vessel 4	Voy No.	ETD	ETA
Manila Intl Container Terminal North	YanTian Intl. Container Terminal	MVS	ALS JUPITER	946N	2019-11-26	2019-12-05
YanTian Intl. Container Terminal	LSA APM Terminal Pier 400(W185)	MVS	MAERSK ENSHI	949N	2019-12-09	2019-12-24
LSA APM Terminal Pier 400(W185)	Memphis Bnsf R/R	RR			2019-12-29	2020-01-04

Port of Discharge

- Port of Discharge to be indicated should be the **first** transshipment port of the booking
- You may refer to the booking confirmation to check the first transshipment port (please refer to UNL code for NAVIS update).

 **MAERSK**

Booking No.: _____ Print Date: 2019-11-18 02:28 UTC

Booked by Party:	Service Mode: CY/CY
Contact Name:	From: Manila, Philippines
Booked by Ref. No:	To: Memphis, Tennessee, United States
Service Contract:	Cargo Detail:
Price Owner:	Business Unit: Maersk Filipinas Inc. (Manila)
Named Account Customer:	Commodity Description: Furniture, nos

We request you to review the specific parameters, viz. Service Contract, Price Owner, Named account customer and Commodity description. In case there are any changes required to these parameters, please send us a request before any containers(s) are picked up. Please note this is not applicable for Maersk SPOT bookings.

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 For FMC shipments, PCD is the date on which Maersk Line A/S or one of its authorised agent(s) takes possession of the last container listed on the transport document.
 Note: FMC regulated trades are shipments exiting or entering a port in the United States, Guam, US Virgin Islands, American Samoa or Puerto Rico (US).

Routing						
From	To	Mode	Vessel	Voy No.	ETD	ETA
Manila Intl Container Tmnl North	YanTian Intl. Container Terminal	MVS	ALS JUPITER	946N	2019-11-26	2019-12-05
YanTian Intl. Container Terminal	LSA APM Terminal Pier 400(W185)	MVS	MAERSK ENSHI	949N	2019-12-09	2019-12-24
LSA APM Terminal Pier 400(W185)	Memphis Bnsf R/R	RR			2019-12-29	2020-01-04

IA1			
UNL Code	GSIS	Location	Terminal Name
PHMNL	PHMNL	Manila	Manila Intl Container Tmnl North
PHSFS	PHSBC	Subic	Subic Terminal
CNTAO	CNTST	Qingdao	Qingdao Qianwan Container Co Ltd
CNSHA	CNSGH	Shanghai	Shanghai East Container Terminal
CNNGB	CNNPO	Ningbo	Beilun container terminal, Phase 2
CNNSA	CNNAN	Nansha New Port	GZ Oceangate Container Terminal
MYTPP	MYTPP	Tanjung Pelepas	Pelabuhan Tanjung Pelepas Terminal
IDJKT	IDJKT	Jakarta	PT New Priok Container Terminal One
IDSRG	IDSEM	Semarang	Semarang Terminal
IDPNJ	IDPAG	Panjang Port	Panjang Terminal
IDJKT	IDJKT	Jakarta	PT New Priok Container Terminal One
MYTPP	MYTPP	Tanjung Pelepas	Pelabuhan Tanjung Pelepas Terminal
SGSIN	SGSIN	Singapore	PSA Singapore Terminal
PHBTG	PHBTG	Batangas	Batangas port

PH3

UNL Code	GSIS	Location	Terminal Name
KRPTK	KRPYO	Pyeongtaek	Pyeongtaek Container Terminal Co
CNDLC	CNDAI	Dalian	Dalian Port Container Terminal Co
CNTXG	CNHSK	Xingang	Tianjin Port Alliance terminal
CNTAO	CNTST	Qingdao	Qingdao Qianwan Container Co Ltd
CNSHA	CNSGH	Shanghai	Shanghai East Container Terminal
CNNGB	CNNPO	Ningbo	China Merchants Int'l Cntr Tml Co
PHMNL	PHMNL	Manila	Manila Intl Container Tmnl North
PHCGY	PHCGY	Cagayan de Oro	Mindanao Container Terminal
PHMNS	PHMNS	MANILA SOUTH	Manila South Harbour - ATI
PHDVO	PHDVO	Davao City	KTC CONTAINER TERMINAL CORPORATION

PH6

UNL Code	GSIS	Location	Terminal Name
CNYTN	CNYAT	Yantian	YanTian Intl. Container Terminal
HKHKG	HKHKG	Hong Kong	Hong Kong Modern Terminals Ltd
PHBTG	PHBTG	Batangas	Batangas port
PHMNL	PHMNL	Manila	Manila Intl Container Tmnl North
PHCGY	PHCGY	Cagayan de Oro	Mindanao Container Terminal
PHCEB	PHCEB	Cebu City	Cebu Terminal

I10

UNL Code (MSK Vessel)	GSIS	TSL Vessel	Location	Terminal Name
CNXMN	CNXIM	CNXMN	Xiamen	Xiamen Port Group Haitian Ct Tm
TWTXG	TWTAI	TWTXG	Taichung	China Container Tml Co., Taichung
HKHKG	HKHKG	HKHKG	Hong Kong	Hong Kong Modern Terminals Ltd
CNSHK	CNIWN	CNSKU	Shekou	Qianhaiwan Free Trade Port
KHKOS	KHKOS	KHSIH	Sihanoukville	Sihanoukville Autonomous Port (PAS)
THKRU	THPKH	THBKK	Bangkok PAT	PAT BKK KLONG TOEY PHRA KHANONG
THLCH	THLZP	THLCH	Laem Chabang	Laem Chabang Port A0
VNSGN	VNSGN	VNHCM	Ho Chi Minh City	Cat Lai Terminal
PHBTG	PHBTG	PHBTG	Batangas	Batangas port
PHMNL	PHMNL	PHMNL	Manila	Manila Intl Container Tmnl North



Step 3: Add Booking (DG, Reefer, OOG)



If booking is Dangerous Goods (DG), please refer to page 22 to 26 for the DG Guideline



If cargo is Reefer, please refer to page 27 to 28 for Reefer Guideline



If cargo is OOG, please refer to page 29 to 30 for OOG Guideline

Step 4: Add Booking Quantity

After the booking number has been saved, the **Add** ("+") button under the Booking Items tab will be available.



The screenshot shows a web application interface for "Booking Items". At the top, there is a tab labeled "Booking Items". Below the tab, there is a toolbar with "Actions" and "Display" dropdown menus, a search input field, and several icons including a refresh icon, a filter icon, a pencil icon, a plus sign icon (circled in red), a minus sign icon, and a help icon. Below the toolbar is a table with the following columns: Qty, Tally Out, Tally In, Seq Nbr, ISO, Length, ISO group, Height, Is OOG, and Commodity. The table is currently empty and displays the message "No Data to display." at the bottom. In the bottom right corner of the interface, the text "0:0:718768" is visible.

▲ Qty	Tally Out	Tally In	Seq Nbr	ISO	Length	ISO group	Height	Is OOG	Commodity
No Data to display.									

Step 4: Add Container Details

Add Booking Item

1 *Quantity:

2 Equipment Type:

*Height:

Tally Limit:

Grade:

Accessory Type:

Commodity:

Commodity Desc.:

Ventilation Required:

CO2 required, %:

Humidity required, %:

Overlong Back (cm):

Overwide Left (cm):

Overheight (cm):

Remarks:

Sequence Nbr:

*Length:

*ISO Group:

Receive Limit:

Material:

Feature:

Gross Weight (kg):

Temp Required (C):

Ventilation Unit:

O2 required, %:

Hazards:

Overlong Front (cm):

Overwide Right (cm):

Is OOG

Serial Ranges Reserved Equipment Pre-Advised

Enter serial ranges. Example: 'MAEU : 7500000 - 7689999'

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

3

- In the Add Booking Item screen, fill out the mandatory fields:
 1. Quantity – number of container of the same type
 2. Equipment Type – ISO code of container (you may refer to the next page for the code to be indicated)
- Click "Save"

Note: Length, Height, ISO Group, Material and Ventilation will be automatically filled

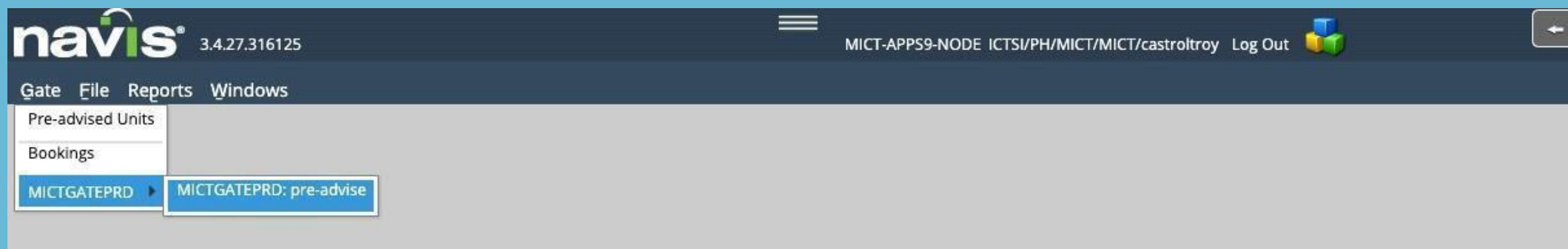
Equipment Type

- Equipment Type to be indicated is the ISO Code of the container
- **Note:** *always follow the actual ISO Code printed at the back of the container*

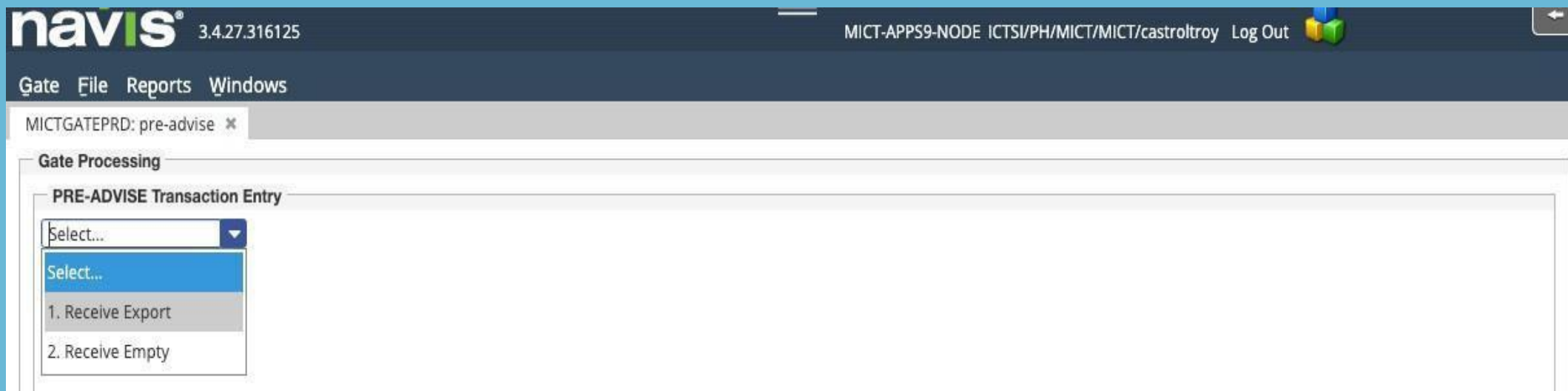
Container Size	Container Type	Equipment Type
20 DRY 8'6"	20 DRY STANDARD	22G1
20 REEF 8'6"	20 REEFER STANDARD	22R8
40 DRY 8'6"	40 DRY STANDARD	42G1
40 DRY 9'6"	40 DRY HIGH CUBE	45G1
40 REEF 9'6"	40 REEFER HIGH CUBE	45R1
45 DRY 9'6"	45 DRY HIGH CUBE	L5G1

Step 5: Pre Advise the Container

- Under the Gate menu, select MICTGATEPRD  MICTGATEPRD:preadvise



- Select Receive Export under the Pre-advise Transaction Entry drop down



Step 5: Pre Advise the Container

Gate Processing

PRE-ADVISE Transaction Entry

1. Receive Export

1 *Line Operator:

2 *Booking/Order:

3 Equipment Number:

4 Equipment Type:

5 *Gross Weight (kg):

6 Seal Number 1:

Carrier O/B Declared:

Port of Load:

*Port of Discharge:

Destination:

*Freight Kind:

Shipper:

7 *Commodity Code:

Trucking Company:

Special Stow:

8 Unit Instructions:

Truck Plate Number:

Add Reefer Add OOG Add Hazard

Clear Save Transaction

- Fill in below required details:

- Line Operator – MSK
- Booking/Order – Booking Number
- Equipment Number – Container Number
- Equipment Type – ISO Code
- Gross Weight - always add the "**kg**" after indicating the weight
- Seal Number
- Commodity Code – Always "**GENF**", while "**MTY**" for DG
- Unit Instructions - Commodity

Step 5: Pre Advise the Container

The screenshot shows the Navis software interface for Pre-Advise Transaction Entry. The interface includes a menu bar (Gate, File, Reports, Windows) and a toolbar (Report Definitions, Bookings, MICTGATEPRO: pre-advise, Pre-adviced Units). The main area is titled "Gate Processing" and "PRE-ADVISE Transaction Entry". A dropdown menu is set to "Receive Export". The form contains several input fields and dropdown menus:

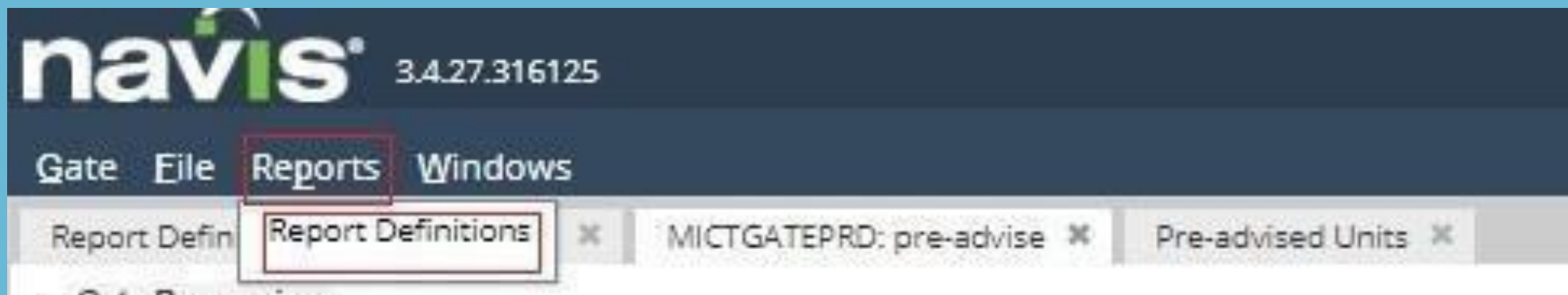
- *Line Operator: [dropdown]
- *Booking/Order: [dropdown]
- Equipment Number: [text input]
- Equipment Type: [dropdown]
- *Gross Weight (kg): [text input]
- Seal Number 1: [text input]
- Carrier O/B Declared: [dropdown]
- Port of Load: [dropdown]
- *Port of Discharge: [dropdown]
- Destination: [text input]
- *Freight Kind: [dropdown]
- Shipper: [dropdown]
- *Commodity Code: [dropdown]
- Trucking Company: [dropdown]
- Special Stow: [dropdown]
- Unit Instructions: [text input]
- Truck Race Number: [text input]

Buttons for "Add Reefer", "Add OOG", and "Add Hazard" are located below the form. At the bottom right, there are buttons for "Clear", "Save Transaction" (circled in red), and "Info".

- Click "Save Transaction"
- Afterwards, all data will disappear. This means that the information you have provided has been encoded in the system accordingly

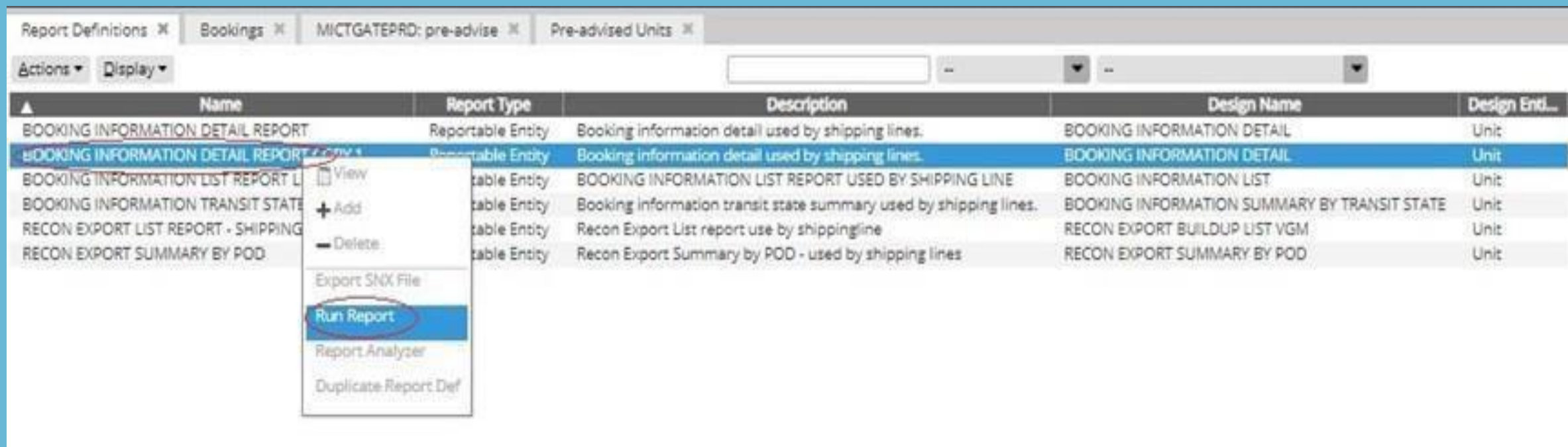
Step 6: Run Report

- Click "Reports"



- Then click "Report Definitions"

Step 6: Run Report



The screenshot shows a software interface with a table of report definitions. The table has columns for Name, Report Type, Description, Design Name, and Design Ent... The row 'BOOKING INFORMATION DETAIL REPORT COPY 1' is selected, and a context menu is open over it. The 'Run Report' option is highlighted in the menu.

Name	Report Type	Description	Design Name	Design Ent...
BOOKING INFORMATION DETAIL REPORT	Reportable Entity	Booking information detail used by shipping lines.	BOOKING INFORMATION DETAIL	Unit
BOOKING INFORMATION DETAIL REPORT COPY 1	Reportable Entity	Booking information detail used by shipping lines.	BOOKING INFORMATION DETAIL	Unit
BOOKING INFORMATION LIST REPORT L	Reportable Entity	BOOKING INFORMATION LIST REPORT USED BY SHIPPING LINE	BOOKING INFORMATION LIST	Unit
BOOKING INFORMATION TRANSIT STATE	Reportable Entity	Booking information transit state summary used by shipping lines.	BOOKING INFORMATION SUMMARY BY TRANSIT STATE	Unit
RECON EXPORT LIST REPORT - SHIPPING	Reportable Entity	Recon Export List report use by shippingline	RECON EXPORT BUILDUP LIST VGM	Unit
RECON EXPORT SUMMARY BY POD.	Reportable Entity	Recon Export Summary by POD - used by shipping lines	RECON EXPORT SUMMARY BY POD	Unit

- Click "Booking Information Detail Report Copy1"
- Press "Right Button" of the mouse
- Click "Run Report"

Step 6: Run Report

Enter Filter Parameter values

Sort Fields

Sort Field 1: **Indicate Booking Number** Ascending

Sort Field 2: PRE-ADVICE_DATE Ascending

Sort Field 3: [Empty] [Empty]

Sort Field Params

Booking Number: [Empty]

Unit Nbr: Indicate Container Number

Transit State: [Empty]

Carrier O/B Actual Vessel: --

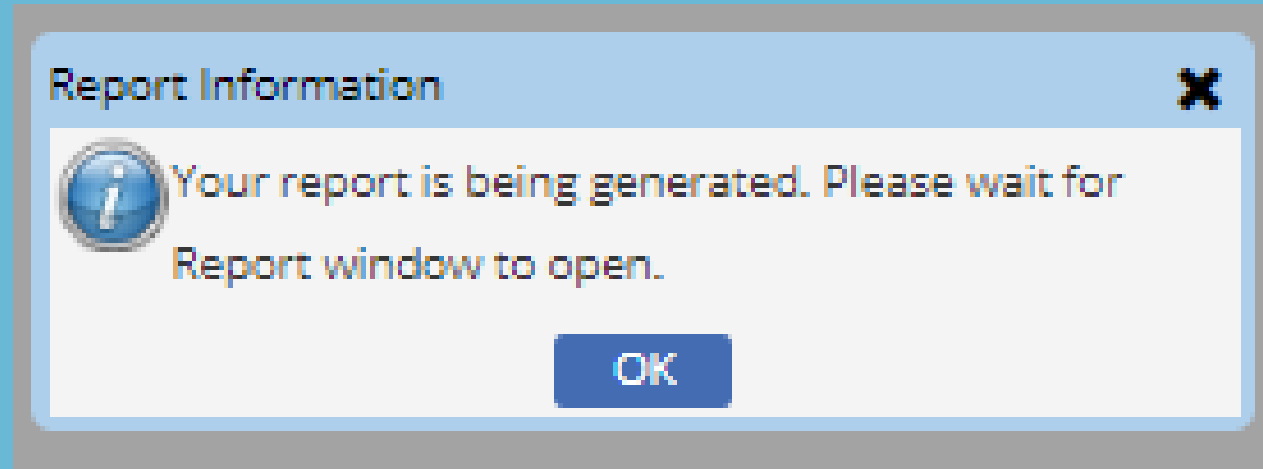
Carrier O/B Actual Outbound Voyage: [Empty]

*Type: Pdf (Portable Document F)

OK Close Help

- Fill in below required details:
 1. Sort Field 1 – Booking Number
 2. Container Number – Indicate the container number of your shipment
- Click "OK"

Step 6: Run Report



- Click "OK"
- Afterwards, report will be generated and PDF file will appear

Step 6: Run Report

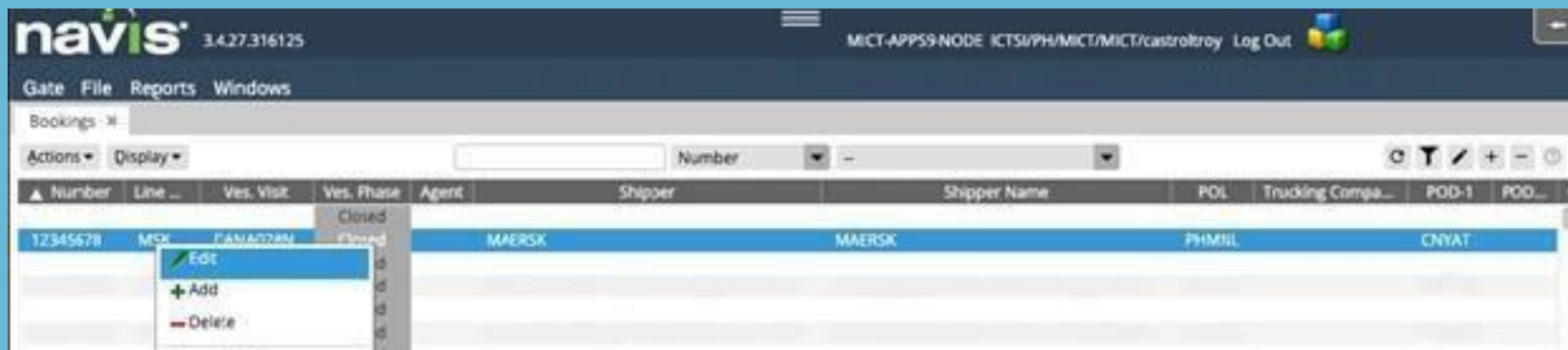
BOOKING INFORMATION		11/22/2019 2.25 PM
MSK		
Booking Number:		Date Pre-advised: 11/21/19 12:18 PM
Invoice Recipient:	MSK	

Container Number:	TCNU7723080	
Category:	Export	In Date:
Freight Kind:	F	
Notes:		
ISO:	CTR(45G1)(40/96/GP)	Transit State: Inbound
Reefer:	N	OOG Detail:
Shipper:		IMDG:
Vessel:	ALS JUPITER	POD: CNYAT CN
Voyage:	946N	POD 2:
Trucking Company:		SEAL(S): MLPH1464383
Plate Number:		
Gross Weight:	8,400.00	
Gross Weight Advised:	8400.00	
Stowage Instruction:	E	
----END OF DETAIL----		

- Check if all information indicated in the file is correct
- If information is incorrect, please proceed to Step 7

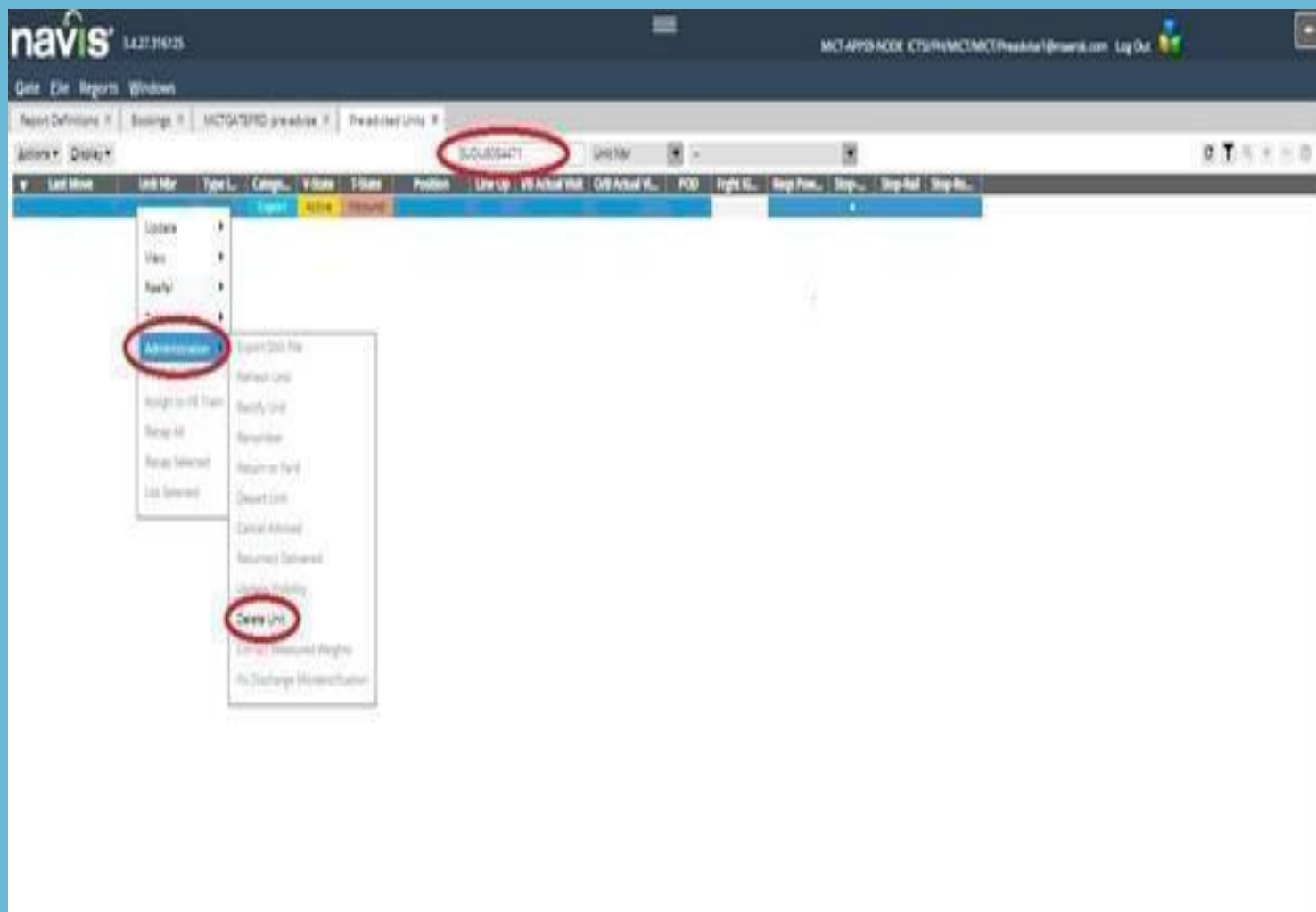
Step 7: Edit Booking

- Select your booking number that needs revision.
- Right-click and select **Edit Booking**. Alternatively, you may click the pencil button at the upper right corner of the **Booking** screen.



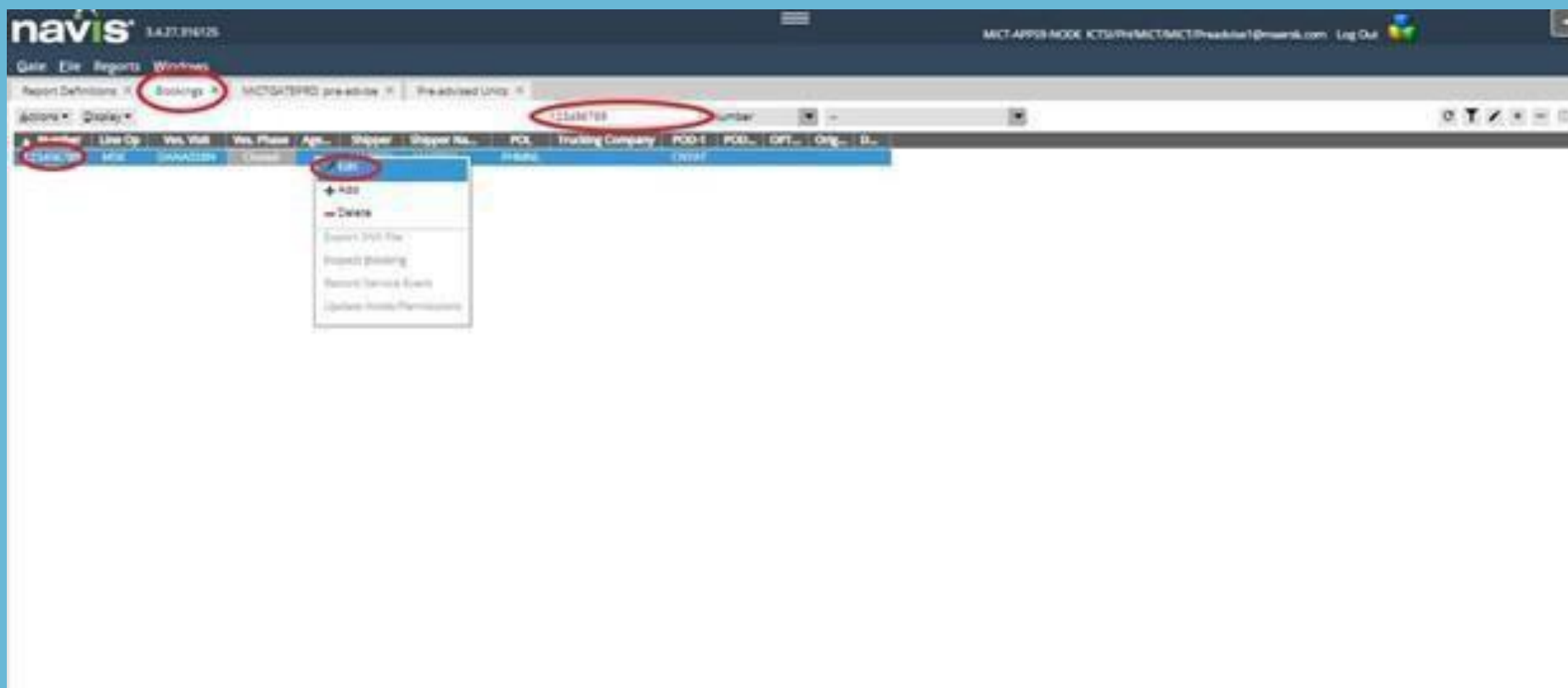
- Edit information on the **Edit Booking** screen
- Click **SAVE** once done.

Step 7: Delete Pre Advise



- Go to **"Pre-advise Units"** Tab
- Indicate the **"Container Number"** in the search bar
- Press "Enter"
- Click the **"Container Number"** under Unit Nbr
- Press "Right Button" of the mouse
- Click **"Administration"**
- Click **"Delete Unit"**
- Afterwards, pre advise will be cancelled. You may proceed to pre advise your container again

Dangerous Good (DG) Guideline



- Go back to "Bookings" tab and indicate your booking number
- Click the "Number" under Number
- Press "Right Button" of the mouse
- Click "Edit"

Dangerous Good (DG) Guideline

Edit Booking 123456789

*Number: 123456789

*Vessel Visit: DANA028N (MCC DANANG .028N.MICT)

*Port of Discharge: CNYAT (YANTIAN)

Optional POD-1: ..

Shipper: MAERSK

Origin: ..

Agent: ..

Dispatch Reserved: ..

Owned/Leased: ..

Override Cutoff

Special Stow: ..

Special Stow 3: ..

Stow block: ..

Hazard: **Add Hazard**

Stuffing Location: ..

Latest Date: ..

Notes: ..

*Line Operator: MSK (MAERSK LINE A/S)

*Port of Load: PHMNL (MANILA)

Second Port of Discharge: ..

Trucking Company: ..

Consignee: ..

Destination: ..

Client Ref. Number: ..

*Freight Kind: FCL

Shipping Mode: ..

Dray Status: ..

Special Stow 2: ..

Hold Partials

Prevent Type Substitution

Empty Pickup Location: ..

Full Return Location: ..

*Category: Export

Override cutoffs for rail containers

Booking Items

Actions Display

▲ Qty	Tally Out	Tally ..	Seq N...	ISO	Length	ISO group	Help...	Is OOG	Commodi...
2	0	0		45R8	40'	Self-powered refrigerated/heated	96"		

00:719157

Save Close Help

- Click "Add Hazard"

Dangerous Good (DG) Guideline

Hazards [X]

Item Details

UN/NA Number: [Text Field] IMDG Class: [Dropdown]

Hazard Number Type: [Dropdown]

Proper Name: [Text Field]

Technical Name: [Text Field]

Notes: [Text Area]

Quantity: [Text Field] Package Type: [Text Field]

Packing Group: [Dropdown] Weight (kg): [Text Field]

Explosive Class: [Text Field] Flash Point (C): [Text Field]

Emergency contact: [Text Field] Emergency Response Guide Nbr: [Text Field]

Limited Quantity IMDG Page Number: [Text Field]

Marine Pollutants DcLgRef: [Text Field]

Inhalation Zone: [Text Field] EMS: [Text Field]

MFAG: [Text Field] Hazard Id, Upper part: [Text Field]

Substance Id, Lower Part: [Text Field] Planner Reference Number: [Text Field]

Move Method: [Text Field] IMD1: [Dropdown]

IMO2: [Dropdown] Deck Restrictions: [Text Field]

Placards: [Dropdown] Fire Code: [Dropdown]

[+ Add]

Hazardous Cargo Items

Seq Nbr	IMDG Class	UN/NA	Prop Name	Hazard Number Type
No items to display.				

0:0

[OK] [Cancel] [Help]

- Fill in below required details:
 1. UN/NA Number
 2. Hazard Number Type
 3. Proper Name
 4. IMDG Class
- Click "OK"

Dangerous Good (DG) Guideline

The screenshot displays the Navis software interface for 'Gate Processing'. The main window is titled 'PRE-ADVISE Transaction Entry' and contains a '1. Receive Export' dropdown menu. Below this, there are several input fields and dropdown menus for data entry, including:

- *Use Operator
- *Booking Order
- Equipment Number
- Equipment Type
- *Gross Weight (kg)
- Seal Number 1
- General D/B Declared
- Part of Load
- *Type of Discharge
- Destination
- *Hazard Code
- Shoper
- *Commodity Code
- Trucking Company
- Special Stow
- Unit Instructions
- Truck Plate Number

At the bottom of the form, there are three buttons: 'Add Reefer', 'Add DG', and 'Add Hazard'. The 'Add Hazard' button is circled in red. At the bottom right of the window, there are buttons for 'Clear', 'Save Transaction', and a help icon. The 'Save Transaction' button is also circled in red.

- Click "Add Hazard" prior to clicking "Save Transaction"

Dangerous Good (DG) Guideline

Hazards [Close]

Item Details

UN/NA Number: IMDG Class:

Hazard Number Type:

Proper Name:

Technical Name:

Notes:

Quantity: Package Type:

Packing Group: -- Weight (kg):

Explosive Class: Flash Point (C):

Emergency contact: Emergency Response Guide Nbr:

Limited Quantity IMDG Page Number:

Marine Pollutants DcLgRef:

Inhalation Zone: EMS:

MFAG: Hazard Id, Upper part:

Substance Id, Lower Part: Planner Reference Number:

Move Method: IMO1:

IMO2: Deck Restrictions:

Placards: Fire Code: --

[+ Add]

Hazardous Cargo Items [Add] [Remove]

Seq Nbr	IMDG Class	UN/NA	Prop.Name	Hazard Number Type
No items to display.				

0:0

[OK] [Cancel] [Help]

- Fill in below required details:
 1. UN/NA Number
 2. Hazard Number Type
 3. Proper Name
 4. IMDG Class
- Click "OK"
- Click "Save Transaction"

Reefer Guideline

The screenshot displays the Navis software interface for 'Gate Processing'. The window title is 'PRE-ADVISE Transaction Entry' and it shows a transaction entry for '1. Receive Export'. The form contains several fields and buttons:

- *Line Operator: [Dropdown]
- *Booking/Order: [Dropdown]
- Equipment Number: [Text]
- Equipment Type: [Dropdown]
- *Gross Weight (kg): [Text]
- Seal Number 1: [Text]
- Carrier O/B Declared: [Dropdown]
- Port of Load: [Dropdown]
- *Port of Discharge: [Dropdown]
- Destination: [Text]
- *Freight Kind: [Dropdown]
- Shipper: [Dropdown]
- *Commodity Code: [Dropdown]
- Trucking Company: [Dropdown]
- Special Stow: [Dropdown]
- Unit Instructions: [Text]
- Truck Plate Number: [Text]

At the bottom of the form, there are three buttons: 'Add Reefer' (circled in red), 'Add OOG', and 'Add Hazard'. At the bottom right of the window, there are buttons for 'Clear', 'Save Transaction', and a help icon.

- Click **"Add Reefer"** prior to clicking "Save Transaction"

Reefer Guideline

Reefer - Add/Edit ✕

Enter Reefer Details

Temperature Required (C):

Temperature Observed (C):

Temperature Setting (C):

Reefer Hours:

Ventilation Required:

Ventilation Setting:

Ventilation Unit: ▼

Humidity Required (C):

O2 required, %:

CO2 required, %:

Reefer Fault Code:

Reefer Fuel Level, %:

- Fill in the "Temperature Required(C)"
- Click "OK"

OOG Guideline

The screenshot shows the Navis software interface for Gate Processing. The top navigation bar includes the Navis logo, version 3.4.27.316125, and user information: MICT-APPS5-NODE ICTSI/PH/MICT/MICT/Preadvise1@maersk.com, with a Log Out button. The main window has tabs for Report Definitions, Bookings, MICTGATEPRD: pre-advise, and Pre-advised Units. The 'Gate Processing' window is open, showing a 'PRE-ADVISE Transaction Entry' section with a dropdown menu set to '1. Receive Export'. The form contains several input fields and dropdown menus for transaction details, including Line Operator, Booking/Order, Equipment Number, Equipment Type, Gross Weight (kg), Seal Number 1, Carrier O/B Declared, Port of Load, Port of Discharge, Destination, Freight Kind, Shipper, Commodity Code, Trucking Company, Special Stow, Unit Instructions, and Truck Plate Number. At the bottom of the form, there are three buttons: 'Add Reefer', 'Add OOG' (highlighted with a red circle), and 'Add Hazard'. At the bottom right of the window, there are buttons for 'Clear', 'Save Transaction', and a refresh icon.

- Click **"Add OOG"** prior to clicking "Save Transaction"

OOG Guideline

OOG - Add/Edit ✕

Enter Oog Details





OOG Top (cm):

OOG Front (cm):

OOG Back (cm):

OOG Left (cm):

OOG Right (cm):

- Fill in the required details
- Click **OK**

Links:

- [Export Process](#)