

**Mauritius Cargo Community Services Ltd**  
**Update of Seal Number and Verified Gross Weight (VGM) by the**  
**Shipper**  
**User Manual**

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## 1. Role of the Shipper on the booking

After creation of the booking in CCS, the Shipper will need to update the seal number and verify gross weight (VGM) on the container details (AMQ). Same can be done on a new functionality called : Introduce himself on a BOCO (CBK)

## 2. How the shipper will introduce himself

The Shipper can use the rapid access functionality. The code can be found in brackets in the menu next to each function.

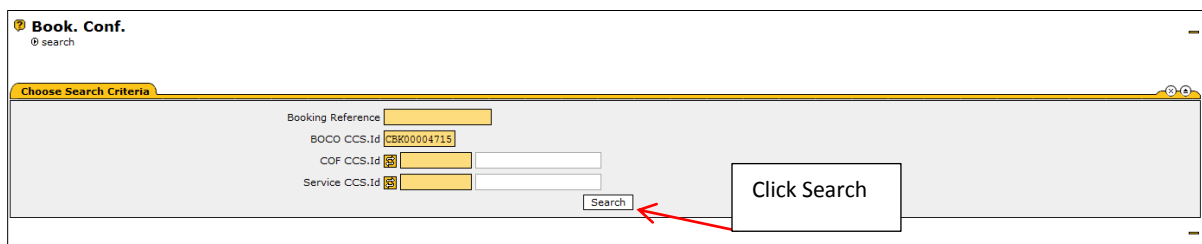
1. Type ICBK in the box 
2. Click on the button "GO".

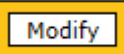
**OR by**  
Browsing the menu:

**Export** ⇨ **Expectation** ⇨ **BOCO** ⇨ **Introduce himself on the BOCO (ICBK)**



Below screen will be displayed where the Shipper will input the Booking reference alongside the COF CCS Id or the CCS ID of the Booking, generated after creation of Booking on CCS by the Shipping Line, in the corresponding field and then click on search



On the next screen which will be displayed, the shipper will click on the  button

The Shipper code will automatically be displayed in the field Local Forwarder.

Below screen shows where the Shipper code is being displayed:

**Book. Conf.**  
@ update

**General Data**

BOCO CCS.Id CBK00004715  
 Freight Agent SMRSK MAERSK Creator SMRSK MAERSK  
 Status  
 Temporary  SA Valid  F. F. Validated  Invalidated On 11/05/2016 13:35  
 Booking Merchant FFTL FREIGHT & TRANSIT Freight Forwarder Identical   
 Folder CCS.Id  
 Folder Reference  
 CSS Unknown Booking Merchant  
 Merchant's Contact

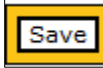
**Booking**

Booking Reference 856000362  
 COF CCS.Id GTC00043762 PHOENIX 11 (15/05/20) Date of Call 15/05/2016  
 Service CCS.Id  
 Voyage Number  
 VOY CCS.Id AIF00082856 PHOENIX 11 ETD 15/05/2016  
 Final Destination AU MEL AUSTRALIE MELBOURNE  
 1st Port Of Discharge AU MEL AUSTRALIE MELBOURNE  
 Port of Destination AU MEL AUSTRALIE MELBOURNE  
 Quotation Reference

**Local Freight Forwarder**

Local Freight Forwarder FFTL FREIGHT & TRANSIT  
 Folder CCS.Id  
 Folder Reference  
 Contact

Save Reload Exit

Once the shipper has already introduced himself on the booking, the Shipper will then click on the  button to capture his information. The screen below will show the booking has been updated.

456\_V07.187 (FORPLUManged1) User: SHAAD | Party/Profession: FFTL | 11/5/2016 - 14:09  
 You are here: Port Louis applus > To announce Goods > Book. Conf. > display


[#2202] Update of CBK00004715. Back Rapid Access Go

VOYAGE EXPORT IMPORT TRACING CUSTOMS AND CONTROLS REFERENTIAL

At this stage, the user cannot remove the Local Freight Forwarder Code inserted in the booking. Only the shipping agent will have access to modify same.

### [3. Update and Addition Seal Number by the Shipper](#)

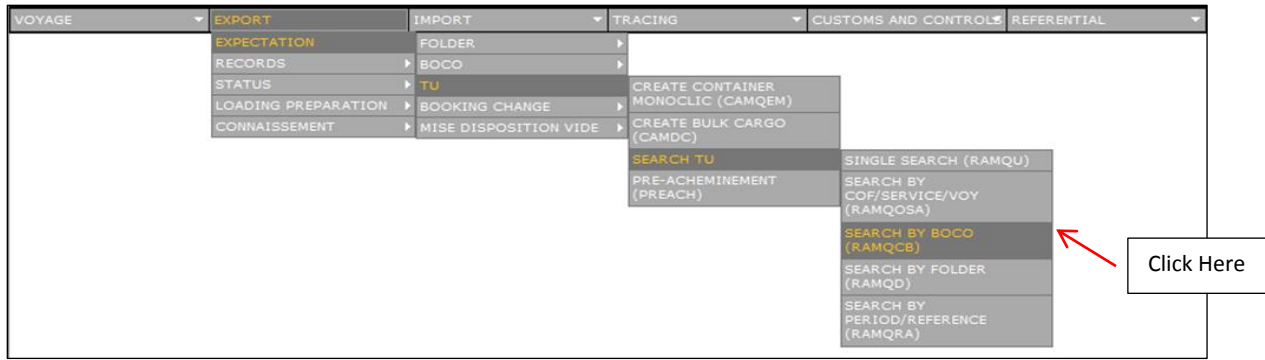
The Shipper can use the rapid access function. The code can be found in brackets in the menu next to each function.

1. Type RAMQCB in the box 
2. Click on the button "GO"

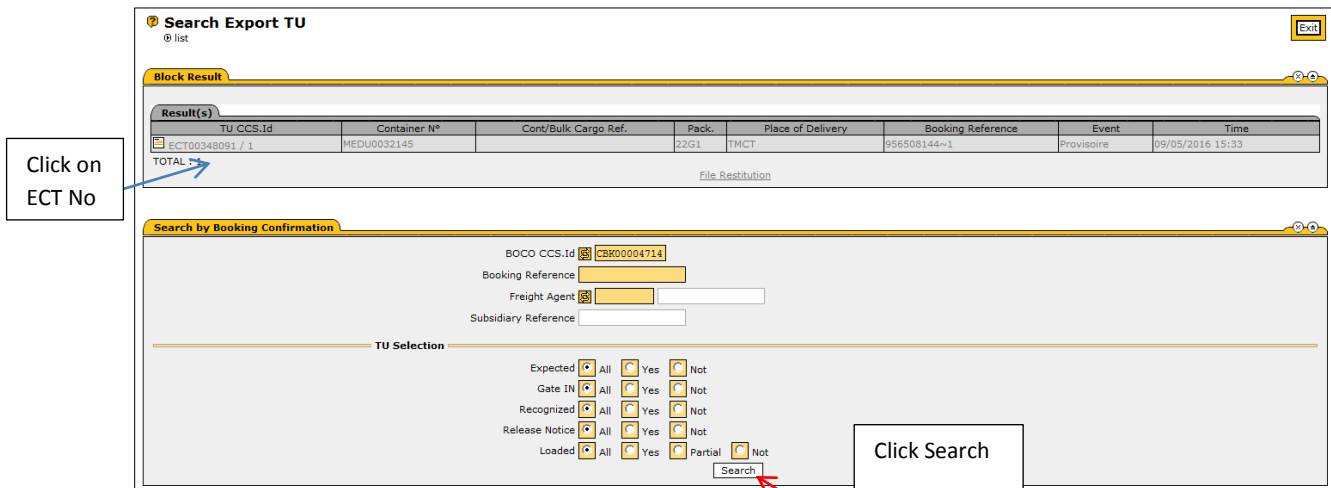
Or by

Browsing the menu:

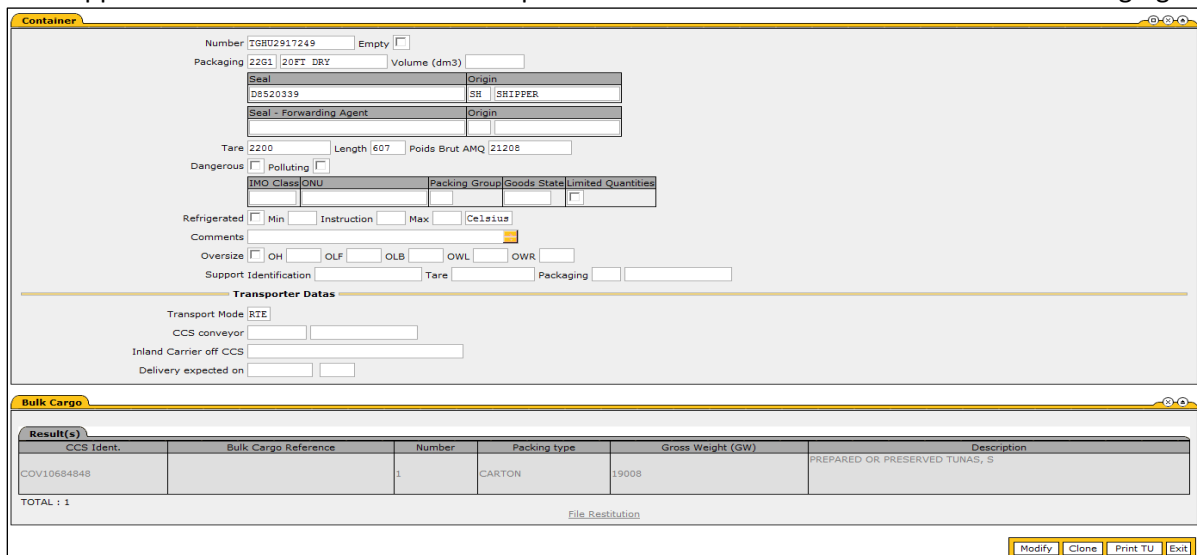
Export  $\implies$  Expectation  $\implies$  TU  $\implies$  Search TU  $\implies$  Search by BOCO (RAMQCB)



Below screen will be displayed where the Shipper will input his Booking reference or BOCO CCS ID in the corresponding field and then click on search **Search** where the container will be displayed



The shipper will then click on the ECT number to have access on the container details following which, the shipper will click on the **Modify** to update the seal number in the field Seal- Forwarding Agent.



**Container**

Number: MED00032145 Empty

Packaging: 2281 GP AERE \* Volume (dm3)

Seal	Origin

Seal - Forwarding Agent	Origin
0001	SR SHIPPER

Tare: 2170 Length: 607 Poids Brut AMQ: 7670

Dangerous  Polluting

IMO Class	ONU	Packing Group	Goods State	Limited Quantities
				<input type="checkbox"/>

Refrigerated  Min  Instruction  Max  Celsius

Comments

Oversize  OH  OLF  OLB  OWL  OWR

Support Identification  Tare  Packaging

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
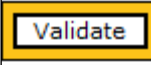
**Transporter Data**

Transport Mode: RTE

CCS conveyor:

Inland Carrier off CCS:

Delivery expected on:

After updating of the seal number, the user will click on  and  button.

## 4. Update of Gross Weight (VGM) on Container Details (AMQ)

The Shipper can use the rapid access function. The code can be found in brackets in the menu next to each function.

1. Type CVGM in the box

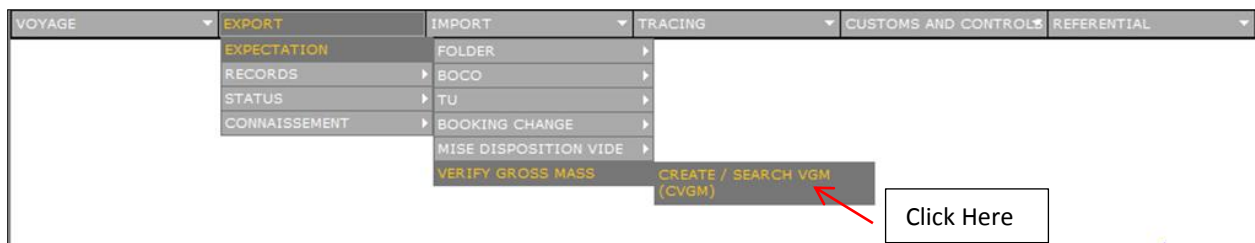


2. Click on the button "GO"

Or by

Browsing the menu:

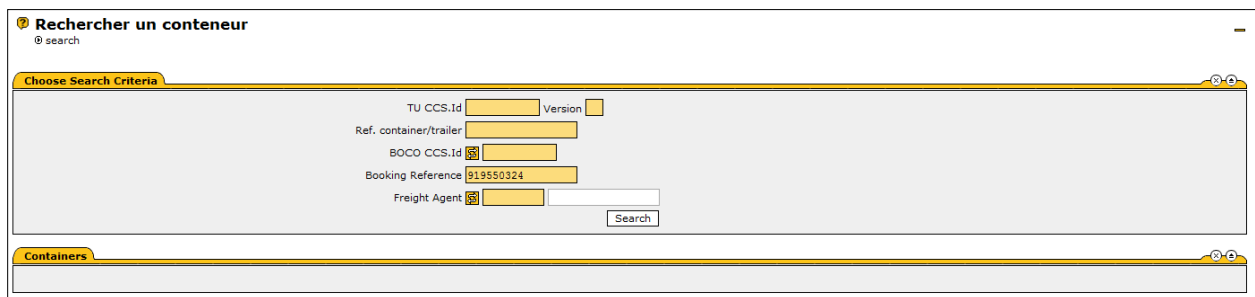
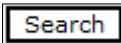
Export  $\Rightarrow$  Expectation  $\Rightarrow$  Verify Gross Mass  $\Rightarrow$  Create VGM



Below screen will be displayed, the Shipper can update **VGM** through following Criteria:-

- 1- TU CCS Id which is the ECT Number of container
- 2- Container Reference
- 3- BOCO CCS ID – CBKXXXXX
- 4- Booking Reference

Then click on search



If the USER chooses option 3 or 4, all the containers associated to the booking will be displayed as per below:-

**Rechercher un conteneur** Back

list

---

**Choose Search Criteria**

TU CCS.Id  Version

Ref. container/trailer

BOCO CCS.Id


Booking Reference

Freight Agent


Search

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**Containers**

Result(s)	Id. AMQ	Version	Container	BOCO Ref.	Freight Agent	Packing type	
ECT00376663			PONU2301522	919550324~1	SMRSK	22G1	
TOTAL : 1							

[File\\_Restitution](#)

To input the **VGM** for a container, the shipper will have to click on the icon  where another screen will be displayed

**Container**

Number  Empty

Packaging  GP AERE Volume (dm3)

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

Tare  Length  Poids Brut AMQ

Dangerous  Polluting

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**Informations VGM**

Identifiant VGM

Weight  Measure  Date

Non CCS Party Signature  Country

CCS Party Signature  Country

Shipper

Personne habilitée

Method

Weighing certificate reference

Comments

Filled by   via  IHM the

Status

Input VGM Information

---

**Listes des informations VGM saisies**

Your search did not match any documents

Exit

To input the VGM, the shipper should click on the button Input VGM Information to add the weight and other info.

Below is the mandatory Fields to be filled in by the shipper upon inserting the **VGM** in the CCS

SN	Mandatory Fields	Icons	Comments
1	Weight	<input type="text" value="Weight"/>	VGM to be inserted by the shipper
2	Measure	Measure <input type="text" value="KGM"/>	By default KGM( Kilo)



3	Date and Time	<input type="text" value="Date"/> <input type="text"/>	The Date and time at which weighing has been done
4	Method	<input type="text" value="Method"/> ▼	Click on the ICON to choose the weight process. <b>Weighing Method or Calculation Method</b>
5	Weighing Certificate Reference	<input type="text" value="Weighing certificate reference"/>	Reference received on the weighing certificate

After updating the necessary information in above fields, the shipper will have to click on the button **Validate**, then **Confirm** on the screen to save his data where a new line of VGM will be created as per below with status **VALID**:

Identifiant VGM	Weight	Date	Code	Status
VGM00000048	32000	10/06/2016 09:30	JUMBO EXPORTATEUR	valid

TOTAL : 1

File Restitution

## 5. Update of VGM

If the shippers notice that he has wrongly input information on the VGM and did not want to invalidate same, he will have the possibilities to update the information on the VGM (previously input) by clicking on the button **Update VGM Information** where the fields will be accessible to change the data present. After the necessary data has been changed, the shipper will click on the button **Validate** and **Confirm**.

A new line with the VGM will be displayed to show the historic of the new value inserted

Identifiant VGM	Weight	Date	Code	Status
VGM00000048	32000	10/06/2016 09:30	JUMBO EXPORTATEUR	Historized
VGM00000049	32001	10/06/2016 09:30	JUMBO EXPORTATEUR	valid

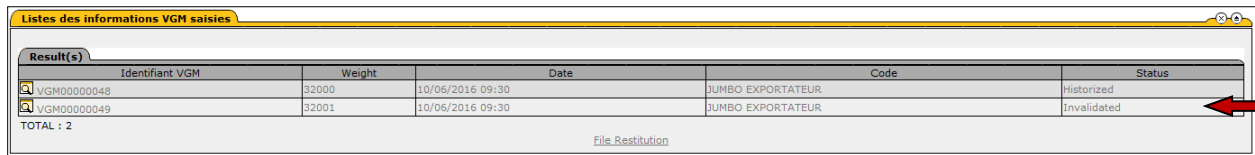
TOTAL : 2

File Restitution

## 6. Invalidate VGM Information

If the shipper has wrongly input information or do not want to update same, he has the possibility to invalidate same by clicking directly on the button **Invalidate VGM Information** followed by **Confirm** button.

A new line will be displayed to show the historic of the invalidation



Identifiant VGM	Weight	Date	Code	Status
VGM00000048	32000	10/06/2016 09:30	JUMBO EXPORTATEUR	Historized
VGM00000049	32001	10/06/2016 09:30	JUMBO EXPORTATEUR	Invalidated

TOTAL : 2  
File: Restitution


## 7. Notification EGIN emitted to Shipper

After the BOE has been validated in CMS and integrated in CCS, a notification 'EGIN' will be generated and sent to the concern parties.

## 8. Print of EGIN

The CCS also allows the shipper to re-generate another notification EGIN in his mailbox.

The Shipper can use the rapid access function. The code can be found in brackets in the menu next to each function

1. Type SEU in the box 
2. Click on the button "GO

Or by  
Browsing the menu:

**Tracing** ⇨ **Export Tracing** ⇨ **Single Export Tracing (SEU)**

The below screen will be displayed where the shipper will insert the container number in the field container reference and click on the search button:

**Search Export Container/Bulk Cargo**  
 @ search

**Folder Tracing**

Folder Reference  Folder CCS.Id

Subsidiary Reference

**Booking Tracing**

Booking Reference  Freight Agent

BOCO CCS.Id

**Container/Bulk Cargo Tracing**

Container Reference

Bulk Cargo Reference

CCS Id. TU

Freight Agent

VOY CCS.Id

COF CCS.Id

Service CCS.Id

After having clicking on search, the below screen will be displayed:-

**Tracing**

**Container TU**


Your search : Cont/Bulk Cargo Ref. **PONU2301522**

**Result(s)**

Cont/Bulk Cargo Ref.	Packing type	CCS Id. TU	Ver	Place of Delivery	Gross Weight (GW)	Booking	VOY CCS.Id	CT Proc.	Gate IN	Sec	SASA	FFSA	Decl.	CUCL	RENO	RENO CT	LOAD	TRAN	DRQ	GTOU	
PONU2301522	22G1	ECT00376663	1	FLD IMCT	30170	919550324	ATP00082582	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

TOTAL : 1

[File Restitution](#)

The shipper will click on the icon  to generate another notification EGIN in the shipper's mailbox.