ROYAL MALAYSIAN CUSTOMS DEPARTMENT

uCustoms XML Editor

uCustoms USER MANUAL – UCUSTOMS

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XML EDITOR

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None.

Abbreviations

BLS	Bill of Lading Line
PC	Personal Computer
STA	Strategic Trade Act
XML	Extensible Markup Language

Definitions

Brinfo	Referring to Brilliance Information Sdn. Bhd.

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About This Manual

This guide was created as a quick reference to get the user to immediately access the uCustoms XML Editor within a short period of time.

The guide includes system requirements and brief overviews of each of the main functions; Journey, Manifest, Declaration. Contents of this document includes the installation guide, basic functions, accessing ready-made templates and creating new data entry forms.

System Requirement

Hardware Requirement (Minimum Requirement):

- Computer and processor : 1 GHz or faster processor
- Memory (RAM) 128 MB
- Hard disk 100 MB of available hard disk space (x86/x64)
- Display 1366 × 768

Software Requirement:

- Windows 7 SP1 (x86 and x64)
- Windows 8 (x86 and x64)
- Windows 8.1 (x86 and x64)
- Windows 10
- Windows Server 2008 R2 SP1 (x64)
- Windows Server 2012 (x64)
- Windows Server 2012 R2 (x64)

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1. INTRODUCTION

This User Manual for uCustoms XML Editor is provided as part uCustoms project as an alternative platform for traders and shipping agents to prepare Customs manifest and declarations due to unavailability of the uCustoms web application services.

The XML Editor is a program, downloadable via uCustoms system which can be installed in any personal computer (PC). Data entered through this application can be converted/transformed into a predefined XML format which can be uploaded to the uCustoms system through the facility provided in the uCustoms system.

1.1 Objective

The objectives of this document is to provide a detailed step-by-step guide on how to systematically use the uCustoms XML Editor.

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2. INSTALLATION OF UCUSTOMS XML EDITOR

This chapter describes on how to install the uCustoms XML Editor application. To install the application, user must meet the minimum system requirements.

Note: Microsoft .NET Framework 4.6.1 is required to run the uCustoms XML Editor application. If the operating system does not have the Microsoft .NET Framework, the application launcher will proceed with download and installing the Microsoft .NET Framework, before installing the uCustoms XML Editor.

2.1 Installation Guide

This section describes on how to install the uCustoms XML Editor. Once the user's system meets the system requirements, follow the steps below to install uCustoms XML Editor.

1. In the uCustoms XML Editor Installation wizard, click **Next**.

🕼 uCustomsXMLEditor		_		×
Welcome to the uCustom	sXMLEditor Se	tup Wizar	ď	5
The installer will guide you through the ste computer.	ps required to install uCu	istomsXMLEditi	or on your	
WARNING: This computer program is pro Unauthorized duplication or distribution of or criminal penalties, and will be prosecut	tected by copyright law (this program, or any port ed to the maximum exten	and internationa ion of it, may re t possible unde	al treaties. sult in sev er the law.	ere civil
	Cancel	< Back	Ne	ext >

Figure 2.1-1: Installation Setup Wizard

2. Specify the location of the installation, and then click Next.



🕼 uCustomsXMLEditor		-			×
Select Installation Folder					5
The installer will install uCustomsXMLEdit	or to the following fo	lder.			
To install in this folder, click "Next". To ins	tall to a different fold	ler, enter it below	orcl	ick "Brows	se".
<u>F</u> older:					
C:\Program Files (x86)\Brinfo\uCustom	sXMLEditor∖			Browse.	
				Disk Cos	t
Install uCustomsXMLEditor for yourself,	or for anyone who u	ises this compute	er:		
	Cancel	< Back		Ne	d>

Figure 2.1-2 : Location of Installation

3. Click **Next** to proceed with the installation.

_		×
		-
k	1	Vext >
	k	

Figure 2.1-3: Confirm Installation

4. Click **Close** to complete the installation.

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🕷 uCustomsXMLEditor		_		×
Installation Complete				
uCustomsXMLEditor has been successfu	lly installed.			
Click "Close" to exit.				
Please use Windows Update to check fo	r any critical update:	s to the .NET Frame	work.	
	Cancel	< Back	CI	ose

Figure 2.1-4: Installation Complete

5. Now the uCustoms XML Editor is ready to use.

2.2 Repair Installation Guide

This section describes on how to repair the uCustoms XML Editor. Should the user encounter problems with the application, the user has the option to repair the application. Follow the instructions below to repair the uCustoms XML Editor.

1. To get started, launch the application installer. Tick the Repair uCustomsXMLEditor and click Finish.

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Figure 2.2-1: Repair Installation Main Screen

2. Please wait for the installer to finish the repair operation.



Figure 2.2-2: Repair Installation Loading Screen





3. Click Close to complete the repair.

🕷 uCustomsXMLEditor	—		×
Installation Complete			
uCustomsXMLEditor has been successfully installed.			
Click "Close" to exit.			
Please use Windows Update to check for any critical updates to the .NET	Framew	vork.	
Cancel < Bac	k	Clu	ose

Figure 2.2-3: Repair installation Complete

4. Once the repair is done, the uCustoms XML Editor is ready to be to be used.

2.3 Uninstall Guide

This section describes on how to uninstall the uCustoms XML Editor. There are 2 ways to uninstall the application:

- i. Through the application installation launcher.
- ii. Manual uninstallation.

2.3.1 <u>Uninstall – Through Application Installation Launcher</u>

1. To get started, launch the application installer. Tick the Remove uCustomsXMLEditor and click Finish.





Figure 2.3-1: Uninstallation Main Screen

2. Please wait for the installer to finish the uninstallation.



Figure 2.3-2: Uninstallation Loading Screen

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3. Click Close to complete the uninstallation.

🕼 uCustomsXMLEditor		_		×
Installation Complete				
uCustomsXMLEditor has been successfu	ully removed.			
Click "Close" to exit.				
	Cancel	< Back	CI	ose

Figure 2.3-3: Uninstallation Complete

- 4. Once the uninstallation is done, the uCustoms XML Editor is successfully removed from the PC.
- 2.3.2 Uninstall Manual Uninstallation
 - 1. To manually uninstall the application, go to the Control Panel of the operating system. Click the Uninstall a program.
 - 2. In the list of programs, locate the uCustomsXMLEditor program.
 - 3. Right-click or press the uninstall button and follow the on-screen prompt to proceed with the uninstallation.



3. BASIC FUNCTIONS

This chapter describes on the basic functions of the uCustoms XML Editor. Before you start the using the application, you need to know the basic functions of the application and how to use the tools available.

3.1 Menu Strip

This section describes the menu strip in the uCustoms XML Editor. The menu strip contains the tabs of all the key functions of the uCustoms XML Editor and also other basic view functions that can be toggle to suit the user's own personal preference. The table below shows the contents in the tabs of the menu strip.

Menu Strip tabs	Contents
File	i. Template.
	Request Journey.
	Amend Journey.
	Cancel Journey.
	Request Shipment Order.
	Request Manifest.
	Amend Manifest.
	Cancel Manifest.
	Request Declaration.
	Cancel Declaration.
	ii. Exit.
Journey	i. Request Journey.
	ii. Amend Journey.
	iii. Cancel Journey.
	iv. Append Slot Charter.
Shipment Order	i. Request Shipment Order.
Manifest	i. Request Manifest.
	ii. Amend Cancel.
	iii. Cancel Manifest.
Declaration	i. Request Declaration.

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Menu Strin tahs	Contents
	contents
	ii. Cancel Declaration.
View	i. Toolbar – can be displayed toggled on / off.
	ii. Status bar – can be displayed toggled on / off.
	iii. Data Set.
Windows	i. Cascade.
	ii. Tile Vertical.
	iii. Tile Horizontal.
	iv. Close All.
	Note: Any opened form (active and non-active) will be
	listed. Check mark in the list will indicate the current
	active data entry form.
Help	i. User Manual
	ii. About

Table 3.1-1: Menu Strip

3.2 Toolbar

This section describes the toolbar of the uCustoms XML Editor. The toolbar contains the application's main functions that caters to Journey, Manifest, and Declaration. The toolbar also contains other customization functionality such as general setting and display window toggle (Cascade, Tile Vertical and Tile Horizontal). The table below shows the available functions in the toolbar.

Toolbar Functions	Description	Function
	Clear	Clear all the information fields in the
		data entry form.
	Open	Open a previously created data entry
		form.
PH -	Save	Save the data entry form.
	Request Journey	To open a new Request Journey data
	- CTRL + SHIFT + J	entry form.
	Amend Journey	To open a new Amend Journey data
	- CTRL + ALT + J	entry form.



Toolbar Functions	Description	Function
	Cancel Journey	To open a new Cancel Journey data
	- ALT + SHIFT + J	entry form.
R	Append Slot Charter	To open a new Slot Chartered Agent
	- CTRL + ALT + C	data entry form.
lter	Shipment Order	To open a new Shipment Order data
	- CTRL + SHIFT + S	entry form.
8	Request Manifest	To open a new Request Manifest data
	- CTRL + SHIFT + M	entry form.
\$	Amend Manifest	To open a new Amend Manifest data
	- CTRL + ALT + M	entry form.
-	Cancel Manifest	To open a new Cancel Manifest data
	- ALT + SHIFT + M	entry form.
	Request Declaration	To open a new Request Declaration
	- CTRL + SHIFT + D	data entry form.
100	Cancel Declaration	To open a new Cancel Declaration data
	- ALT + SHIFT + D	entry form.
()	Data Set	Open the Data Set menu
<i>(</i>	Cascade	View all active data entry form in
		cascade view
	Tile Vertical	View all active data entry form in tile
		vertical view
	Tile Horizontal	View all active data entry form in tile
		horizontal
0	Close All	Close all the active data entry forms.

Table 3.2-1: Toolbar

3.3 View

This section describes the View function in the menu strip. The View in the menu strip contains the toggle for the toolbar, status bar and the Data Set for the application. The figure below shows the screenshot of main screen containing the toolbar and status bar.





Figure 3.3-1: Toolbar and Status Bar Toggle

- 1. Toolbar.
- 2. Status Bar.

The toolbar and the status bar toggle located in the View menu strip, can be toggled on or off, to suit the user's personal preference.



Figure 3.3-2: Toolbar and Status Bar Toggle – View

Note: The checkmark indicate that the Toolbar and Status Bar is currently displayed (toggled on).

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The Data Set can also be accessed from the View menu strip. Refer to section 3.5 for more information

3.4 Windows

This section describes the Windows function in the menu strip. The Windows in the menu strip, contains the toggle for how the content tabs will be displayed;

- i. Cascade.
- ii. Tile Vertical.
- iii. Tile Horizontal.
- iv. Close All.

The content tabs can be displayed in 3 different ways, provided that there are multiple tabs currently opened. Close all function will close all the content tabs, therefore any work that have not been saved, should be saved before clicking the close all button.

3.4.1 Cascade

The Cascade view can be accessed through the menu strip by clicking on Windows and selecting

Cascade. Alternatively, the function can be accessed by clicking the Cascade button with on the toolbar. The figure below shows the content tabs displayed in Cascade view.





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3.4.2 <u>Tile Vertical</u>

The Tile Vertical view can be accessed through the menu strip by clicking on Windows and selecting Tile Vertical. Alternatively, the function can be accessed by clicking the Tile Vertical

button 🔲 on the toolbar. The figure below shows the content tabs displayed in Tile Vertical view.

Cancel Journey	10 a -	Ma Desponse Tom	0/4/4	Se Could De Annald Home	81410
Senie Taty 0 Toreador No No Toreador No Toreador Date Tate: 2018/02/15 1114.38	Frester Likep Valuer Researches Diff Trapple Velam Emergine Velam Strange Velam Strang	Neale Sector Pay 10 Terretor No Far Terretor No Terretor Oan No Terretor Oan No	Romen Tay D LiCan Careton Uage Indicate Singles Vestor	Venador Seda Pary D Terestin Ni Network Terestin Ni Venador Dat See	Theorem Fair Theorem Fair Schutzer (21) - Honge Inform Funder:
Animy No.	Cancellation Residen - 1070	Agent Code Agent Code Booleng February Fac	Booking Flaty Name Booking Flaty Name	General March Land Service Party ID	(a) III (a) Koder
Secure Farly 61 Transaction No. For Transaction No. Transaction Date Trans. Statuscille 11 (2011)	Arsten C Dage Industri C Restore Face D D D D D	Aurren Tigen Prinstell Present Apert Coler Terresetten Ro. Senter Flag 10	Ternation Data Time * Dependent Departure Data Data of Data ATA Last Fait Call 4170	Network Teresdor No. Isage Vidcator P Network Manhae No.	- Schere Verson Tergular Verson Carcolistor Reserv
Jaarey Honakar Jaarey No. 1	Cancellator Resear - 077	Pet Venative Venativendon Regi 1 Venative	Epister And Ger Aut ets Deuget Edenator: Sol Quete/Apret 9 -	Sense Fory 20 April Coli	Transcher Date Tree Transcher Date Tree Treesenter Ne. Helerers Transcher De Berkenter
Carlowine April	(c (u) U)	International In	o (a la)		
Treads Brank Pay B Ternanton Ro PM Ternanton Ro Ternanton Das Tree Journey Journey No	Auster Fair D Acids Factor Usga Mitaan Base Mena Nase Restan Vision	Annexitor Net. Transaction Tel. Independent Tel. Nardnet Bardnet Ne. Cancellation Tenante	Consultant Party ID Science Verson Torontation Verson Consolitant Please	Nacher Bander Fung 20 Dersanden Na. Ref. Tareanden Na. Tareanden Dare Tare 1 2010/00/15111322	Contraction Contraction

Figure 3.4-2: Tile Vertical View

3.4.3 Tile Horizontal

The Tile Horizontal view can be accessed through the menu strip by clicking on Windows and selecting Tile Vertical. Alternatively, the function can be accessed by clicking the Tile Horizontal

button 📛 on the toolbar. The figure below shows the content tabs displayed in Tile Horizontal view.



Teader	0/4/4	Present Coart	-	(a min
Invalor Farly (C) Transition To: Terministion Termi		ander Farty G	Konner Fary III Culture Konner Fary III Culture Konner Tenglale House Tenglale House	
Andrey Agent Cole		der Parg D anstatut Na	Nerder 11 Nerver Føy D Júdeme	
Court Organi Market R. Sector Part 10 Telesation No. Mill Lakey Part Ecolo Delati Local Table Serve Table Noti Perenda	- Internet Party Dataset Jac	error hanskom hu. ge Volkator erhol den Ne	Terplate lease Tyl J Generalizin Rease S2LD;7	
Custom Dictional International States Custom Distance Baltion Links Custom States USA Baltion	12 (11 (9 12) (2)* Considered 2 Spill B: B For * B For * D	Colgand Discharmon danitati Dangerar Anonive nain Ruly (D)	Declaration For [BLIECT = H Declaration Fusion: SELECT + W Consumer Tusic SPEARADONTON = on	Constant in Contract Pro-
Send tanks Sends Tank 0 1 Factor C	(a) # (B)	An write The sector file one of Transport 5	Technikov Soute SELECT - B	r Security Carde No Call No.
Tensador No. Idage Initiation Mr. Tensador No. Proceeding to the Tensor Page Id. Tensador No. Tensor Page Id. Tensador No. Tensor Page Id. Tensador No. Tensor Page Id. Tensor Page Id. Tensor Page Id.		Construction - Asse Render Render Pers C	Reasons Faily D (Content Template Version 1711.1	

Figure 3.4-3: Tile Horizontal View

3.4.4 Alternate Accessibility

Alternatively, the user can use the menu strip to access the active and non-active forms. All opened forms will be listed in the Windows menu strip. The check mark beside the name of the data entry form, indicate that the form is currently active. The figure below shows the Windows menu strip with the list of data entry form displaying both active and non-active forms.

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Re Basey Stated Cole: Mariles Defaulter Ver	Wednes Help				- 0 ×
Header Invide Very ID Torrandom No. Mr Thereadon No. Thereadon No. Torrandom Open There Torrandom Open T	The Verfeel The Verfeel Cane Al Cane Al Can Cane Al Cane Al Cane Al Cane Al Cane Al Cane Al Cane Al	0.101.0)	Provent Cont Part Secie Vay 0 Content Va	Normer Party (S. L.Catores Locates Jages Houses Tangalas Wears	(a W 7 U)
Andrey NA Agent Andrey NA Agent Chem Dayrol Meridian Sandar Part (D Trianation Na.	C 1.Supervert Dinke # Cased Issuesy 7 Stri Channel Agent Pro or Texastor No.	Contract Para Determine Para Determine Ass	Counter Manufacture Service Tang CD Transactor His Hange Extension Transactor His Hange Extension Revined Machine His	Render Network May 10 Scheme Meson Terpiter Seen Convolution Reserver DELECT	
Current Decision File Current Decision File Current Decision File Current Decision File Current Current Decision File Current	NY Mendal B B States State	Language Indu Consolidated 29 Spill B. Bill Fay Y	Organist Reference Declaration Declaration Declaration Declaration Declaration Service Analy Declaration Decl	Declaration For SELECT Declaration Finance SELECT Orienzamen Table SELECT Declaration Society	Laurent Fil. In Defense Payment Jacomy Rander R. Security Colo
Senter Fuely D Tanasator, Na Mr Tanasator, Na Mr Tanasator, Na Tanasator, Na Tanasator, Na Justrey, Na Justrey, Na Garcelator, Revets	eden C C C C C C C C C C C C C C C C C C C	1	Note of Toronant 1324 v r Note of Toronant Person Person Person Person Person Person Person Person Person	Verbanderen Trees - Mel Hirt	

Figure 3.4-4: Windows Alternate Accessibility

The figure above shows the Windows menu strip displaying the active and non-active forms. In the example above the Original Declaration data entry form is currently active, indicated by the check mark beside the name of data entry form. The non-active forms is greyed out until the user click at the form, resulting in the clicked form to become active.

3.5 Data Set

This section will describe the Data Set in the uCustoms XML Editor application. The main function of Data Set is used as a Reference data for users to use in filling out the data entry form. Reference data are data that define the set of permissible values to be used by other data fields. The Data Set function can accessed from the menu strip or the toolbar.

3.5.1 Master Data

The Master Data contains data that the user can use for reference. The Master Data is in the form of Read-only, therefore the user cannot change the data and the values. Data contained in the Master Data, consist of all the required data, in the form of a drop down list that the user can click to view. The figure below shows the tab for Master Data drop down list.





Figure 3.5-1: Master Data Drop Down List

The figure below shows an example of one of the data contained in the Master Data.

le	Type Mitchelling	Volume Quantity STA Code Local Port Local Wareho	use Weight HS Code 150 Code Stakeholder Category
	TypeCode	Name	Description
		SELECT	SELECT
	676	HATCHBACK	HATCHBACK
	677	SALOON	SALOON
	670	ESTATE	ESTATE
	679	COUPE	COUPE
	680	SPYDER	SPYDER
	681	SPORTBACK	SPORTBACK
	682	CABRIOLET	CABRIOLET
680 684		QUATTRO	QUATTRO
		SPORT COUPE	SPORT COUPE
	685	WAGON	WAGON
	686	CONVERTIBLE	CONVERTIBLE
	687	ROADSTER	ROADSTER
	688	MPV	MPV
	689	SPORT CONVERTIBLE	SPORT CONVERTIBLE
	690	EXCLUSIVE	EXCLUSIVE
	691	SPORT SALOON	SPORT SALOON
	692	4WD	4WD
	693	SEDAN	SEDAN
	694	TARGA	TARGA
	695	AWD	AWD
	696	SPORT TOURER	SPORT TOURER

Figure 3.5-2: Data Set – Master Data tab – Vehicle Type



3.5.2 Location

The Location tab in the Data Set, contains the data for location of places that the user can use for reference. The figure below shows the tab for Location in the Data Set.

sste	r Data Location Elustonis Station	Country Currencies Volume Quar	tity STA Code Local Port Local Ware	house Weight HS Code ISI	O Code Stakeholder Category	
	LocationCode	Name	Description	UNCode	Country/Code	
	ADALVAND A	ANDORRA LA VELLA	ADALV-AND-A-ANDORRA LA VEL	ADALV	AD	
	ADCAN-AND-L	CANILLO	ADCAN-AND-L-CANILLO	ADCAN	AD	
	ADENC-AND-L	ENCAMP	ADENC-AND-L'ENCAMP	ADENC	AD	
	ADESC-AND-L	ESCALDES-ENGORDANY	ADESC-AND-L-ESCALDES-ENGO	ADESC	AD	
	ADEAC-AND-L	ESCAS	ADEAC-AND-L'ESCAS	ADEAC	AD	
	ADLMA-AND-L	LA MASSANA	ADLMA-AND-L-LA MASSANA	ADLMA	AD	
	ADORD-AND-L	ORDINO	ADDRD-AND-L-ORDINO	ADORD	AD	
	ADSJL-AND-L	SANT JULIÀ DE LÒRIA	ADSJL-AND-L-SANT JULIA DE LÓ	ADSJL	AD	
	ADSCO-AND-L	SANTA COLOMA	ADSCO-AND-L-SANTA COLOMA	ADSCO	AD	
	AEABU-ARE-S	ABU AL BUKHOOSH	AEABU-ARE-S-ABU AL BUKHOOSH	AEABU	AE	
	AEAUH-ARE-S	ABU DHABI	AEAUH-ARE-S-ABU DHABI	AEAUH	AE	
	AEAUH ARE A	ABU DHABI	AEAUH-ARE-A-ABU DHABI	AEAUH	AE	
	AEAMU-ARE-5	ABU MUSA	AEAMU-ARE-S-ABU MUSA	AEAMU	AE	
	AEARP-ARE-S	AHMED BIN RASHID PORT	AEARP-ARE-S-AHMED BIN RASH	AEARP	AE	
	AEAJM-ARE-S	AJMAN	AEAJM-ARE-S-AJMAN	AEAJM	AE	
	AEAAN-ARE-A	AL AIN	AEAAN-ARE-A-AL AIN	AEAAN	AE	
	AEDHF-ARE-A	AL DHAFRA	AEDHF-ARE-A-AL DHAFRA	AEDHF	AE	
	AEFJR-ARE-S	AL FLUAYRAH	AEFJR ARE S AL FUJAYRAH	AEFJR	AE	
	AEFJR-ARE-A	AL FUUAYRAH	AEFJR-ARE-A-AL FUJAYRAH	AEFJR	AE	
	AEHAM-ARE-L	AL HAMRIYAH	AEHAM-ARE-L-AL HAMRIYAH	AEHAM	AE	
	AEJAZ-ARE-S	AL JAZEERA PORT	AEJAZ-ARE-S-AL JAZEERA PORT	AEJAZ	AE	
	AEAJP-ARE-S	AL JEER PORT	AEAJP-ARE-S-AL JEER PORT	AEAJP	AE	
	AERUW-ARE-5	AR RUWAYS	AERUW-ARE-S-AR RUWAYS	AERUW	AE	
	AEDAS-ARE-S	DAS ISLAND	AEDAS-ARE-S-DAS ISLAND	AEDAS	AE	

Figure 3.5-3: Data Set – Location tab

3.5.3 Customs Station

The Customs Station tab in the Data Set, contains the data for Customs Station information (name of station, address and etc.) that the user can use for reference. The figure below shows the tab for Customs Station in the Data Set.



ata Location C	ustoms Station Country D	unencies Volume Dua	anthy STA Code Loca	Port Local Warehous	e Weight HS Cod	e 190 Code Stakeho	Ider Category
StationCode	StationName	Description	Address Line 1	AddressLine2	AddressLine3	TelephoneNo	CountryCode
A10	WISMA KASTAM IP	A10-WISMA KASTA	JABATAN KASTAM	NO 1, JALAN KINTA	NULL	05-5273667	136
A11	TAIPING,PERAK	A11-TAIPING PERAK	JABATAN KASTAM	NULL	NULL	05-8073966	136
A12	TELUK INTAN, PER	A12-TELUK INTAN	JABATAN KASTAM	JALAN MAHARAJA	NULL	05-6221055	136
A13	LUMUT,PERAK	A13-LUMUT.PERAK	JABATAN KASTAM	JLN HAR MOH JLN	NULL	05-6911500	136
A14	KROH(PKG HULU),	A14-KROH(PKG HU.	JABATAN KASTAM	KOMPLEKS IMIGRE	NULL.	64-4778275	136
A15	IPOH CARGO TRM	A15-IPOH CARGO T	JABATAN KASTAM	CAWANGAN IMPO.	NULL	05-5272417	136
A16	BAGAN DATOK PE	A15-BAGAN DATOK	JABATAN KASTAM	NO 1, JALAN KINTA	NULL	05-5273667	136
A17	PARIT BUNTAR PE	A17-PARIT BUNTA	JABATAN KASTAM	NO 1, JALAN KINTA	NULL	05-5273667	136
A18	ZPB-JELAPANG,PE	A18-ZPB JELAPANG	JABATAN KASTAM	JALAN JELAPANG.	NULL	05-5266335	136
A19	ZPB KINTA, PERAK	A19-ZPB KINTA.PE	JABATAN KASTAM	ZON PERINDUSTRI	NULL	05-2915467	136
A20	LTA POH PERAK	A20-LTA IPOH, PERAK	JABATAN KASTAM	LAPANGAN TERBA	NULL	05-3126114	136
A21	PEJ.POS IPOH,PER	A21-PEJ.POS IPOH.	JABATAN KASTAM	PEJABAT POS BES	NULL	05-2546555	136
A22	PELABUHAN LUMU	A22-PELABUHAN L	JABATAN KASTAM	NO 1.KAWASAN PE	NULL	05-6924014	136
A23	PENCEGAH LUMU	A23-PENCEGAH LU	JABATAN KASTAM	KAWASAN PERIND	NULL	05-6926908	136
A24	MANJUNG, PERAK	A24-MANJUNG PER	JABATAN KASTAM	KOMPLEKS KASTA	NULL	05-6911500	136
A25	GBA - KONTENA N	A25-GBA - KONTEN	NO 12, JALAN KLEB	KAW PERUSAHAA	NULL	05-2915715	136
A26	GBA - ASTRACO FR.	A26-GBA - ASTRAC	NO 6, LEBUH PERU	KAW, PERUSAHAA.	NULL	05-2919495	136
A27	PEKEMA-NAZA RIA	A27-PEKEMA-NAZA	JABATAN KASTAM	NO 1, JALAN KINTA	NULL	05-5273667	136
A28	PEKEMA-SMK MOT	A28-PEKEMA-SMK	NO.445	JALAN KAMARUDD	NULL	05-5487777	136
A29	GBA-IPOH CARGO	A29-GBA-IPOH CAR	JABATAN KASTAM	CAW IMPORT/EKS	NULL	05-5272417	136
A2I	IPOH (PEJ BSAN P	A2HPOH (PEJ BSA	JABATAN KASTAM	NO 1, JLN KINTA, O	NULL	05-5273667	136
A30	GBP-YEE FOH & CO	A30-GBP-YEE FOH	NO 11, PERSIARAN	INDUSTRIAL ESTA	NIAL	05-5260409	136
A31	GBP-EGP HOLDING	A31-GBP-EGP HOL	JABATAN KASTAM	NO 1, JLN KINTA, O	NULL	05-5273667	136
A32	GBP-PT SAMPOER	A32-GBP-PT SAMP	JABATAN KASTAM	JALAN KUALA KAN	NULL	05-5060711	136

Figure 3.5-4: Data Set – Customs Station tab

3.5.4 Country

The Country tab in the Data Set, contains the data for Country information that the user can use for reference. The figure below shows the tab for Country in the Data Set.

er Data Location Customs Station	Country Currencies Volume Quantity STAC	ode Local Port Local Warehouse Weight HS Co	de ISO Code Stakeholder Category
CountryCode	CountryName	CountryDescription	UNCode
AF	AFGHANISTAN	NULL	AF
AX	ALAND ISLANDS	NULL	AX
AL	ALEANIA.	SDF	AL
DZ	ALGERIA	NULL	DZ
AS	AMERICAN SAMOA	NULL	AS
AD	ANDORRA	NULL	AD
AO	ANGOLA	NULL	AO
AJ	ANGUILLA	NULL	AI
AQ	ANTARCTICA	NULL	AQ
AR	ARGENTINA	NULL	AR
AM	ARMENIA	NULL	AM
AW	ARUBA	NULL	AW
AU	AUSTRALIA	NULL	AU
AT	AUSTRIA	NULL.	AT
AZ	AZERBAUAN	NULL	AZ
BS	BAHAMAS	NULL,	85
BH	BAHRAIN	NULL	BH
BO	BANGLADESH	NULL	8D
88	BARBADOS	NULL	88
BY	BELARUS	NULL	BY
BE	BELGIUM	NULL	BE
82	BELIZE	NULL	82
BJ	BENIN	NULL	BJ
BM	BERMUDA	NULL	BM

Figure 3.5-5: Data Set – Country tab



3.5.5 <u>Currencies</u>

The Currencies tab in the Data Set, contains the data for Currencies information that the user can use for reference. The figure below shows the tab for Currencies in the Data Set.

CurrencyCode	CurrencyName	Description	CurrencySymbol	ISOCurrencyCode	DisplayFormat
ALL	Abania Lek	ALL-ALBANIA LEK	Lek	ALL	ALL
AFN	Aghanistan Alghani	AFN-AFGHANISTAN AFGHA	7	AFN	AFN
ARS	Argentina Peso	ARS-ARGENTINA PESO	\$	ARS	ARS
AWG	Aruba Guilder	AWG-ARUBA GUILDER	f	AWG	AWG
AUD	Australia Dollar	AUD-AUSTRALIA DOLLAR	\$	AUD	AUD
AZN	Azerbaijan Manat	AZN-AZERBALJAN MANAT	777	AZN	AZN
BSD	Bahamas Dollar	BSD-BAHAMAS DOLLAR	5	BSD	BSD
BBD	Barbados Doltar	BED-BARBADOS DOLLAR	\$	BED	BBD
BYH	Belarus Puble	BYR-BELARUS RUBLE	D.	BYR	BYR
BZD	Bekze Dollar	BZD-BELIZE DOLLAR	BZ\$	BZD	BZD
BMD	Semuda Dollar	BMD-BERMUDA DOLLAR	\$	BMD	BMD
808	Bolivia Boliviano	BOB-BOLIVIA BOLIVIANO	So	808	808
8AM	Scenian Convertible Marka	BAM-BOSNIAN CONVERTIB	KM	BAM	BAM
BWP	Botswana Pula	BWP-BOTSWANA PULA	P	8WP	BWP
BGN	Bulgata Lev	8GN-8ULGARIA LEV	77	BGN	BGN
BRL	Brazil Real	BRL-BRAZIL REAL	Rs	BRL	BRL
BND	Brunei Darussalam Dollar	BND-BRUNEI DARUSSALA	5	BND	BND
KHR	Cambodia Riel	KHR CAMBODIA RIEL	2	KHR	KHR
CAD	Canada Dollar	CAD-CANADA DOLLAR	\$	CAD	CAD
KYD	Cayman Dollar	KYD-CAYMAN DOLLAR	\$	KYD	KYD
CLP	Chile Peso	CLP-CHILE PESO	5	CLP	CLP
CNY	China Yuan Renminbi	CNY-CHINA YUAN RENMINBI	¥	CNY	CNY
COP	Colombia Peso	COP-COLOMBIA PESO	\$	COP	COP

Figure 3.5-6: Data Set – Currencies tab

3.5.6 Volume

The Volume tab in the Data Set, contains the data for Volume information that the user can use

for reference. The figure below shows the tab for Volume in the Data Set.

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LineTode	Linthare	Description
ITR	LITRE	1/TDC
MT	MAT	MAT
M2	SQUARE METER	SQUARE METER
VPI	VOLUME PER LITRE	VOLUME PER LITRE
KWH	KILOWATT-HOURS	KILOWATT-HOURS
MTR	METER	METER
ACR	ACRE (4840 YD2)	ACRE (4840 YD2)
ASM	ALCOHOLIC STRENGTH BY MASS	ALCOHOLIC STRENGTH BY MASS
ASV	ALCOHOLIC STRENGTH BY VOLUME	ALCOHOLIC STRENGTH BY VOLUME
AMP	AMPERE	AMPERE
амн	AMPER-HOUR (3.6 KC)	AMPER-HOUR (3.6 KC)
ARE	ARE (100 M2)	ARE (100 M2)
BÁR	BAR	BAR
BIL	BILLION EUR	BILLION EUR
MLD	BILLION US	BILLION US
BFT	BOARD FOOT	BOARD FOOT
внр	BRAKE HORSE POWER (245,5 WATTS)	BRAKE HORSE POWER (245,5 WATTS)
CA	CAN	CAN
001	CARRYING CAPACITY IN METRIC TONNES	CARRYING CAPACITY IN METRIC TONNES
CNT	CENTAL GB (45:359237 KG)	CENTAL GB (45:359237 KG)
CGM	CENTIGRAM	CENTIGRAM
CLT	CENTILITRE	CENTILITRE
CMT	CENTIMETRE	CENTIMETRE

Figure 3.5-7: Data Set – Volume tab

3.5.7 Quantity

The Quantity tab in the Data Set, contains the data for Quantity information that the user can use for reference. The figure below shows the tab for Quantity in the Data Set.

Line -	The second structure could for coup the structure in	noge no cose too cose stants and category
UnitCode	Untriane	Description
AE .	APROSOL	ALPOSOL
	AMPOULE, NON-PHOTECTED	AMPOULE, NON-PHOTECTED
(er	AMPOULE PHOTECTED	AMPOULE PHOTECTED
AT	ATOMIZEH	ATOMIZER
AU	AUTER	AUTER
BG	BAG	BAG
FX	BAG, FLEXIBLE CONTAINER	BAG, FLEXIBLE CONTAINER
ZB	BAG.LARGE	BAG,LARGE
5/4	BAG,PAPER	BAG,PAPER
xJ	BAG, PAPER, MULTI WALL	BAG, FAPER, MULTI WALL
XK	BAG, PAPER, MULTI WALL, WATER RESISTANT	BAG, PAPER, MULTI WALL, WATER RESISTANT
EC	BAG, PLASTIC	BAG, PLASTIC
xD	BAG, PLASTIC FILM	BAG, PLASTIC FILM
43	BAG, SUPER BULK	BAG, SUPER BULK
S.	BAG, TEXTILE	BAG.TEXTILE
XF	BAG, TEXTILE W/OUT INNER COAT/LINER	BAG, TEXTILE W/OUT INNER COAT/LINER
жs	BAG, TEXTILE, SIFT PROOF	BAG, TEXTILE, SIFT PROOF
хн	BAG, TEXTILE, WATER RESISTANT	BAG, TEXTILE, WATER RESISTANT
5H	BAG, WOVEN PLASTIC	BAG, WOVEN PLASTIC
XB	BAG, WOVEN PLASTIC, SIFT PROOF	BAG, WOVEN PLASTIC, SIFT PROOF
XA	BAG, WOVEN PLASTIC, W/OUT INNER COAT/LINER	BAG, WOVEN PLASTIC, W/OUT INNER COAT/LINER
XC	BAG, WOVEN PLASTIC, WATER RESISTANT	BAG, WOVEN PLASTIC, WATER RESISTANT
BL	BALE, COMPRESSED	BALE, COMPRESSED
BN	BALE NONCOMPRESSED	BALE NONCOMERESSED

Figure 3.5-8: Data Set Quantity tab



3.5.8 STA Code

The STA Code tab in the Data Set, contains the data for STA Code information that the user can use for reference. The figure below shows the tab for STA Code in the Data Set.

er Data	Location	Customs Station	Country	Currencies	Volume	Quantity	STACode	Local Port	Local Wareho	use We	ght Hi	Code	190 Code	Stake	holder Ca	stegory	2	
STA	Code	STADescription																
0.400	p1.	NUCLEAR N	ATERIALS	FACILITIES.	AND EC	UIPMENT	SYSTEMS.	EQUIPMENT	AND COMPO	NENTSM.	"NUCLI	EAR RE	ACTORS"	AND SP	BCIALLY	DESIG	INED OR	PR
0400	01.a	NUCLEAR M	ATERIALS	FACILITIES.	AND EC	UIPMENT	SYSTEMS	EQUIPMENT	AND COMPO	NENTSM.	NUCLE	AR REA	CTORS"	AND SPI	BCIALLY	DESIG	NED OR F	R
0400	01 b	NUCLEAR M	ATERIALS	FACILITIES	AND EC	UIPMENT	SYSTEMS	EQUIPMENT	AND COMPO	NENTSM.	"NUCLE	AR REA	CTORS"	AND SPE	BCIALLY	DESIG	NED OR F	R
0400	01.c	NUCLEAR &	ATERIALS	FACILITIES.	AND EC	UIPMENT	SYSTEMS.	EQUIPMENT	AND COMPO	NENTSM.	NUCLE	AR REA	CTORS"	AND SPI	ECIALLY	DESIG	NED OR P	PR
0400	01.a	NUCLEAR N	ATERIALS	FACILITIES	AND EC	UIPMENT	SYSTEMS	EQUIPMENT	AND COMPO	NENTSM.	"NUCLE	AR REA	CTORS"	AND SPE	ECIALLY	DESIG	NED OR F	R
0400	01.e	NUCLEAR M	ATERIALS.	FACILITIES.	AND ED	DUIPMENT	SYSTEMS.	EQUIPMENT	AND COMPO	NENTSM.	NUCLE	AR REA	CTORS"	AND SPI	BCIALLY	DESIG	NED OR F	FR
0400	01 <i>1</i>	NUCLEAR N	ATERIALS	FACILITIES	AND ED	UIPMENT	SYSTEMS	EQUIPMENT	AND COMPO	NENTSM	"NUCLE	AR REA	CTORS"	AND SPE	ECIALLY	DESIG	NED OR P	R
0400	01 g	NUCLEAR N	ATERIALS	FACILITIES.	AND ED	UIPMENT	SYSTEMS.	EQUIPMENT	AND COMPO	NENTSM.	NUCLE	AR REA	CTORS"	AND SPI	ECIALLY	DESIG	NED OR F	R
0400	01 h	NUCLEAR N	ATERIALS	FACILITIES.	AND ED	UIPMENT	SYSTEMS	EQUIPMENT	AND COMPO	NENTSM.	NUCLE	AR REA	CTORS"	AND SPE	BCIALLY	DESIG	NED OR F	R
0400	01.1	NUCLEAR M	ATERIALS	FACILITIES.	AND ED	UIPMENT	SYSTEMS	EQUIPMENT	AND COMPO	NENTSM.	NUCLE	AR REA	CTOR5"	AND SPI	ECIALLY	DESIG	NED OR F	R
0400	Q7.J	NUCLEAR N	ATERIALS	FACILITIES.	AND EC	UIPMENT	SYSTEMS	EQUIPMENT	AND COMPO	NENTSM,	"NUCLE	AR REA	CTORS"	AND SPI	ECIALLY	DESIG	NED OR F	R
0400	01.k	NUCLEAR N	ATERIALS	FACILITIES.	AND EC	UIPMENT	SYSTEMS	EQUIPMENT	AND COMPO	NENTSM.	NUCLE	AR REA	CTOR5"	AND SPE	ECIALLY	DESIG	NED OF F	R
0800	01.	NUCLEAR MAT	ERIALS, FA	CILITIES, AN	D EQUIR	PMENT, TE	ST, INSPEC	TION AND P	RODUCTION E	QUIPMEN	IT. PLA	NT FOR	THE SEP	ARATIO	N OF ISO	TOPES	OF 'NAT	UF
0800	01.0	NUCLEAR &	ATERIALS	FACILITIES.	AND ED	UIPMENT	TEST, INS	PECTION AN	D PRODUCTIO	N EQUIP	MENT, P	LANTE	OR THE	EPARA	TION OF	ISOTO	PES OF T	NA
0600	01 b	NUCLEAR M	ATERIALS	FACILITIES.	AND EC	UIPMENT	TEST, INS	PECTION AN	D PRODUCTIO	N EQUIP	MENT, P	LANT F	OR THE S	SEPARA	TION OF	ISOTO	PES OF 1	NA
0600	71 c	NUCLEAR N	ATERIALS	FACILITIES.	AND ED	UIPMENT	TEST, INS	PECTION AN	D PRODUCTIO	N EQUIP	MENT, P	LANTE	OR THE	EPARA	TION OF	15010	PES OF 7	NA
0800	b. 10	NUCLEAR M	ATERIALS	FACILITIES,	AND EC	UIPMENT	TEST, INS	PECTION AN	D PRODUCTIO	N EQUIP	MENT, F	LANTF	OR THE S	SEPARA	TION OF	ISOTO	PES OF 7	NA
0800	01.e	NUCLEAR M	ATERIALS	FACILITIES.	AND ED	UIPMENT	TEST, INS	PECTION AN	D PRODUCTIO	N EQUIP	MENT. P	ANT F	OR THE S	SEPARA	TION OF	15010	PES OF "	NA
0800	01 <i>f</i>	NUCLEAR M	ATERIALS	FACILITIES	AND EC	UIPMENT	TEST, INS	PECTION AN	D PRODUCTIO	N EQUIP	MENT, P	LANT F	OR THE S	SEPARA	TION OF	ISOTO	PES OF 1	NA
0800	01.ġ	NUCLEAR N	ATERIALS	FACILITIES.	AND ED	UIPMENT	TEST. INS	PECTION AN	D PRODUCTIO	N EQUIP	MENT. P	LANT	OR THE	EPARA	TION OF	15010	PES OF T	NA
0800	01.h	NUCLEAR N	ATERIALS	FACILITIES	AND ED	UIPMENT	TEST, INS	PECTION AN	D PRODUCTIO	N EQUIP	MENT, P	LANT P	OR THE	SEPARA	TION OF	ISOTO	PES OF 1	NĂ
0600	01.1	NUCLEAR N	ATERIALS	FACILITIES.	AND EC	UIPMENT	TEST, INS	PECTION AN	D PRODUCTIO	N EQUIP	MENT. P	LANT F	OR THE	SEPARA	TION OF	15010	PES OF 1	NA
0800	D14	NUCLEAR M	ATERIALS	FACILITIES	AND EC	UIPMENT	TEST, INS	PECTION AN	D PRODUCTIO	N EQUIP	MENT, P	LANT F	OR THE	EPARA	TION OF	ISOTO	PES OF T	NA

Figure 3.5-9: Data Set – STA Code tab

3.5.9 Local Port

The Local Port tab in the Data Set, contains the data for Local Port information that the user can use for reference. The figure below shows the tab for Local Port in the Data Set.

& BRINFO



And Cocason Costone Station Courty Conten	To Colo	note mega na cole lao cole auto inter calegory
Name	TypeCode	Description
ABU (SEA)	MYABU-STI-S	ABU (SEA)
AIR ITAM/PENANG (LAND)	MYAH+P13-L	AIR (TAM/PENANG (LAND)
ALOR GAJAH (LAND)	MYAOG-M13-L	ALOR GAJAH (LAND)
ALOR GAJAH (RAIL)	MYAOG-M1J-R	ALOR GAJAH (RAIL)
ALOR SETAR (AIR)	MYAOR-K1K-A	ALOR SETAR (AIR)
ALOR STAR (AIR)	MYAOR/K37-A	ALOR STAR (AIR)
ANGSI (SEA)	MYANG-T17-S	ANGSI (SEA)
BA KELALAN (AIR)	MYBKM-Y15-A	BA KELALAN (AIR)
BA KELALAN (LAND)	MYBKM-Y15-L	BA KELALAN (LAND)
BAGAN DATOK (SEA)	MYBAG-A16-S	BAGAN DATOK (SEA)
BAGAN LUAR (BUTTERWORTH) (AIR)	MYBWHP17A	BAGAN LUAR (BUTTERWORTH) (AR)
BAGAN LUAR (BUTTERWORTH) (LAND)	MYBWHP17L	BAGAN LUAR (BUTTERWORTH) (LAND)
BAGAN LUAR (BUTTERWORTH) (SEA)	MYBWH P17.5	BAGAN LUAR (BUTTERWORTH) (SEA)
BAHAU (LAND)	MYBAH-N20-L	BAHAU (LAND)
BAKAPIT (SEA)	MYBKP-S1P-S	BAKAPIT (SEA)
BALAKONG (LAND)	MYBAL-BEUHL	BALAKONG (LAND)
BALIK PULAU (LAND)	MYBPL-P16-L	BALIK PULAU (LAND)
BANDAR BARU BANGI (LAND)	MY2SF-B2P-L	BANDAR BARU BANGI (LAND)
BANDAR BARU SELAYANG (LAND)	MYBB5-B4F-L	BANDAR BARU SELAYANG (LAND)
BANDAR ENSTEK (LAND)	MYBEK-N13L	BANDAR ENSTEK (LAND)
BANDAR MAHARANI (SEA)	MYBMA-J13-S	BANDAR MAHARANI (SEA)
BANDAR TENGGARA (SEA)	MYBTKJ3A-S	BANDAR TENGGARA (SEA)
BANDAU, SABAH (SEA)	MYBDV-S1G-S	BANDAU, SABAH (SEA)

Figure 3.5-10: Data Set – Local Port tab

3.5.10 Local Warehouse

The Local Warehouse tab in the Data Set, contains the data for Local Warehouse information that the user can use for reference. The figure below shows the tab for Local Warehouse in the Data Set.



Name	TypeCode	Description
NYKAM-ATT-W-KAMUNTING (WAREHOUSE)	MYKAM-A11-W	MYKAM-A11-W-KAMUNTING (WAREHOUSE)
MYKGR-R10-W-KANGAR (WAREHOUSE)	MYKGR-R10-W	MYKGR-R10-W KANGAR (WAREHOUSE)
MYKAP-BIC-W-KAPAR (WAREHOUSE)	MYKAP-B6C-W	MYKAP-B6C-W-KAPAR (WAREHOUSE)
MYKPI-Y46-W-KAPIT, SARAWAK (WAREHOUSE)	MYKPI-Y46-W	MYKPI-Y46-W-KAPIT, SARAWAK (WAREHOUSE)
MYKES-Y10-W-KEJIT (WAREHOUSE)	MYKES-Y10-W	MYKES-Y10-W-KEJIT (WAREHOUSE)
MYKBK-K16-W-KELANG BAHARU (WAREHOUSE)	MYKBK-K16-W	MYKBK-K16-W-KELANG BAHARU (WAREHOUSE)
MYKEM-T13-W-KEMAMAN - EXPORT TERMINAL, KEMAMA	MYKEM-T13-W	MYKEM-T13-W-KEMAMAN - EXPORT TERMINAL, KEMAN
MYKEM-T50-W-KEMAMAN - KEMAMAN SUPPLY BASE (WA	MYKEM-T50-W	MYKEM-T50-W-KEMAMAN - KEMAMAN SUPPLY BASE (V
MYKEM-T16-W-KEMAMAN - PELABUHAN KEMAMAN (WAR	MYKEM-T16-W	MYKEM-T16-W-KEMAMAN - PELABUHAN KEMAMAN (WA
MYKEM-T99-W-KEMAMAN - WEST WHARF, KEMAMAN (W	MYKEM-T99-W	MYKEM-T99-W-KEMAMAN - WEST WHARF, KEMAMAN (
MYKGU-S2S-W-KENINGAU (WAREHOUSE)	MYKGU-S2S-W	MYKGU-S2S-W-KENINGAU (WAREHOUSE)
MYKEP-83T-W-KEPONG CUBITT FOREST VILLAGE (WAR	MYKEP-B3T-W	MYKEP-83T-W-KEPONG CUBITT FOREST VILLAGE (WA
MYKTE-T14-W-KERTEH (WAREHOUSE)	MYKTE-T14-W	MYKTE-T14-W-KERTEH (WAREHOUSE)
MYKET-T14-W-KERTIH (WAREHOUSE)	MYKET-714-W	MYKET-T14-W-KERTIH (WAREHOUSE)
MYKU-T13-W-KUAL (WAREHOUSE)	MYKU-T13-W	MYKU-T13-W-KUAL (WAREHOUSE)
MYKIK-532-W-KIKEH (WAREHOUSE)	MYKIK-532-W	MYKIK-S32-W-KIKEH (WAREHOUSE)
MYKIM-S3E-W-KIMANIS, SABAH (WAREHOUSE)	MYKIM-S3E-W	MYKIM-S3E-W-KIMANIS, SABAH (WAREHOUSE)
MYKLA-87T-W-KLANG (WAREHOUSE)	MYKLA-87T-W	MYKLA-87T-W-KLANG (WAREHOUSE)
MYUAG-J12-W-KLUANG (WAREHOUSE)	MYUAGJ12-W	MYUAG-J12-W-KLUANG (WAREHOUSE)
MYKBD-S1G-W-KOTA BELUD, SABAH (WAREHOUSE)	MYK8D-S1G-W	MYKBD-S1G-W-KOTA BELUD, SABAH (WAREHOUSE)
MYKBR-D24-W-KOTA BHARU (WAREHOUSE)	MYKBR-D24-W	MYKBR-D24-W-KOTA BHARU (WAREHOUSE)
MYBKI-510-W-KOTA KINABALU, SABAH (WAREHOUSE)	MYBKJ-510-W	MYBKI-510-W-KOTA KINABALU, SABAH (WAREHOUSE)
MYBKI-S23-W-KOTA KINABALU, SABAH (WAREHOUSE)	MYBKI-S23-W	MYBKI-S23-W-KOTA KINABALU, SABAH (WAREHOUSE)

Figure 3.5-11: Data Set – Local Warehouse tab

3.5.11 Weight

The Weight tab in the Data Set, contains the data for Weight information that the user can use for reference. The figure below shows the tab for Weight in the Data Set.

ę.	Data Location Customs Station Country Currencies V	olume Quantity STA Code Local Port Local Warehouse Wet	71 HS Code ISO Code Stakeholder Category
_	UnitCode	Unit Name	Description
	CTN .	METRIC CARAT	METRIC CARAT
	KGM	KILOGRAM	KILDGRAM
	TNE	TONNE (METRIC TON)	TONNE (METRIC TON)
	TNS	TONES	TONES
	CRT	CARAT	CARAT
	SMI	(STATUTE) MILE (1609,344 M)	(STATUTE) MILE (1609.344 M)
	HCT	100 CONTAINER	100 CONTAINER
	AA	100MG	100KG
	BLL	BARREL (PETROLEUM) (158.987 DM3)	8ARREL (PETROLEUM) (158,987 DM3)
	BOL	BECQUEREL	BECQUEREL
	80	BOTTLE	BOTTLE
	807	BOTTLE	BOTTLE
	BX	BOX	BOX
	BDX	BOXES	BOXES
	COI	COIL	COIL
	CRQ	CRATES (12 BOTTLES)	CRATES (12 BOTTLES)
	CRP	CRATES (24 BOTTLES)	CRATES (24 BOTTLES)
	BLD	DRY BARREL (115.627 DM3)	DRY BARREL (115.627 DM3)
	GLD	DRY GALLON (4,404884 DM3)	DRY GALLON (4,404884 DM3)
	PTD	DRY PINT (0.55061 DM3)	DRY PINT (0,55061 DM3)
	OTD	DRY QUART (1.101221 DM3)	DRY QUART (1,101221 DM3)
	GAL	GALLON	GALLON
	GU	GALLON UK(4,546092 DM3)	GALLON UK(4.546092 DM3)
	GU	GALLON US(3 78541 DM3)	GALLON US(3 70541 DM3)

Figure 3.5-12: Data Set – Weight tab



3.5.12 HS Code

The HS Code tab in the Data Set, contains the data for HS Code information that the user can use for reference. The figure below shows the tab for HS Code in the Data Set.

Data Location Custome Station	Country Currencies Volume Quantity	STA Code Local Port Local Wareh	house Weight HS Code 150 Code	Stakeholder Category
TarffCode	Description	UOM1	UOM2	UOM3
0101.21.0000	Pure-bred breeding animals	26		
0101.29.0000	Other	25		
0101.30.1000	Pure-bred breeding animals	26		
0101 30 9000	Other	26		
0101.90.0000	Other	26		
0102.21.0000	Pure-bred breeding animals	26		
0102.29.1011	Öxen	26		
0102.29.1019	Other	26		
0102.29 1091	Oken	26		
0102.29 1099	Other	26		
0102.29.1100	Oxen	26		
0102.29.1900	Other	26		
0102 29 9000	Other	26		
0102.29.9010	For slaughter	26		
0102.29.9090	Other	25		
0102.31.0000	Pure-bred breeding animals	26		
0102.39.0000	-Other	26		
0102.39.0010	For slaughter	26		
0102 39 0090	Other	26		
0102.90.1000	Pure-bred breeding animals	26		
0102.90.9000	-Other	26		
0102.90.9010	For slaughter	26		
0102 90 9090	Other	26		
0103 10 0000	Pure-bred breeding animals	26		

Figure 3.5-13: Data Set – HS Code tab

3.5.13 ISO Code

The ISO Code tab in the Data Set, contains the data for ISO Code information that the user can use

for reference. The figure below shows the tab for ISO Code in the Data Set.



er	Data Location Customs Station Country	Currencies Volume Quantity STA Code L	ocal Port Local Warehouse Weight HS Code	ISO Code Stakeholder Category
	150CodeID	150Code	150 Type	Description
	1	2050	2050-2050	GENERAL PURPOSE CONTAINER (20GP-2.
	2	20G1	20G1-20G1	GENERAL PURPOSE CONTAINER (20GP-2
	3	20H0	20H0-20H0	INSULATED CONTAINER (20HR-20H0)
	4	20P1	20P1-20P1	FLAT (FIXED ENDS) (20PF-20P1)
	5	2073	2013-2013	TANK CONTAINER (201D-2013)
	6	2014	2014-2014	TANK CONTAINER (20TD-20T4)
	7	2015	2015-2015	TANK CONTAINER (20TD-20T5)
	8	2015	2016-2016	TANK CONTAINER (2010-2016)
	9	2017	2017-2017	TANK CONTAINER (20TG-20T7)
	10	2018	2018-2018	TANK CONTAINER (201G-2018)
	31	2010	20T0-20T0	TANK CONTAINER (20TN-20T0)
	12	2011	2011-2011	TANK CONTAINER (20TN-20T1)
	13	2012	2012-2012	TANK CONTAINER (20TN-20T2)
	14	2280	2280-2280	BULK CONTAINER (22BU-22B0)
	15	22G0	22G0-22G0	GENERAL PURPOSE CONTAINER (22GP-2
	16	2261	2201-2201	GENERAL PURPOSE CONTAINER (22GP-2
	17	22H0	22H0-22H0	INSULATED CONTAINER (22HR-22HD)
	18	22P3	22P3-22P3	FLAT (COLLAPSIBLE) (22PC-22P3)
	19	22P8	22P8-22P8	FLAT (COLL FLUSH FOLDING) (22PC-22P8)
	20	2299	22P9-22P9	FLAT (COLLAPSIBLE) (22PC-22P9)
	21	22P1	22P1-22P1	FLAT (FIXED ENDS) (22PF-22P1)
	22	22P7	22P7-22P7	FLAT (GENSET CARRIER) (22PF-22P7)
	23	2289	22R9-22R9	REEFER CONT (NO FOOD) (22RC-22R5)
	24	22R7	22R7-22R7	BUILT-IN GEN. F. POWER SPLY OF REEF (

Figure 3.5-14: Data Set – ISO Code tab

3.5.14 Stakeholder Category

The Stakeholder Category tab in the Data Set, contains the data for Stakeholder Category information that the user can use for reference. The figure below shows the tab for Stakeholder Category in the Data Set.

& BRINFO



-	Detailed and the Connected D	Balabatta Catalana Cata		Description	Dates	Barnetterda	Fraile	125
	StakenoloerCategoyID	stakenolderLategoryLode	ADDCLLAN(T	Lescaption ADDELLANT	2000.09	ParentCode	Southor	
	14	15510	CARGO TERMINAL OPERATOR	CARGO TERMINAL OPERATOR			-	
	4	155/03	CARRIER AGENT	CARRIER AGENT				
	11	15507	DUTY FREE SHOP OPERATOR	DUTY FREE SHOP OPERATOR		-		
	23	15519	EXCISE MANUEACTURER	MANUFACTURER				
	10	15531	EXPORTER	EXPORTER			-	
	31	15527	FERRY COMPANY	FERRY COMPANY				
	17	15513	FFB REGISTERED APPLICANT	FFB REGISTERED APPLICANT				
	3	15502	FORWARDING AGENT	FORWARDING AGENT				
	8	15506	FREE ZONE OPERATOR	FREE ZONE OPERATOR				
	13	15509	FREIGHT FORWARDER	FREIGHT FORWARDER				
	16	15512	ICD OPERATOR	INLAND CLEARANCE DEPOTICO)				
	9	15530	IMPORTER	IMPORTER			1	
	18	15514	IPP REGISTERED APPLICANT	IPP REGISTERED APPLICANT				
	12	15508	KTM USER	KTM USER				
	24	15520	LICENSED CARRIER	LICENSED CARRIER				
	20	15516	LMW OPERATOR	LMW OPERATOR				
	26	15522	MANUFACTURER	EXCISE MANUFACTURER				
	27	15523	MARKETER	MARKETER				
	22	15518	MAS CARGO	MAS CARGO				
	30	15526	OIL COMPANY	OIL COMPANY				
	32	15528	OIL COMPANY (HQ)	OIL COMPANY (HG)				
	6	15505	PORT OPERATOR	PORT OPERATOR				
	28	15524	PRINCIPAL DISTRIBUTOR	PRINCIPALDISTRIBUTOR				

Figure 3.5-15: Data Set – Stakeholder Category tab

3.6 Help

This section describes the Help function in the menu strip. The Help function contains the User Manual and About.

3.6.1 User Manual

The User Manual contains the manual on how to operate the uCustoms XML Editor application. The User Manual can be accessed by the menu strip or using the shortcut command ALT+F1.

3.6.2 About

The About screen shows the basic information of the application.

- i. Title of the application.
- ii. Version number of the application.
- iii. Warning label.

The About screen can be accessed by the menu strip or using the shortcut command ALT+F2. The figure below shows the About screen.

ABRINED



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🖳 About uCustoms XML Editor

uCustoms XML Editor

Version 1.0.6 Compatible with uCustoms XML Upload Schema V2.3 (C) 2018 - 2020 Jabatan Kastam Diraja Malaysia (JKDM) All rights reserved



Warning

This computer program is protected by copyright law and international treaties. Unauthorized reproduction or distribution of this program, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extend possible under the law.

This Application is provided by uCustoms

Figure 3.6-1: About Screen

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4. TEMPLATE

This chapter describes the Template in the uCustoms XML Editor. The Template functionality in the application, can be used as reference by the user as a ready-made template on how the data entry is meant to be used. Inexperienced users can also use the templates as a starting point to data entry related task. The templates that are provided in the uCustoms XML Editor:

- i. Request Journey.
- ii. Amend Journey.
- iii. Cancel Journey.
- iv. Request Shipment Order.
- v. Request Manifest.
- vi. Amend Manifest.
- vii. Cancel Manifest.
- viii. Request Declaration.
- ix. Cancel Declaration.

4.1 Template guide

This section will explain the template guide for users of the uCustoms XML Editor. Follow the instructions below on how to open a template.

- 1. Click the File button on the menu strip, and go to Template.
- 2. From the selection, choose the template to open.
- 3. The template will open a new tab, containing a ready-made data entry form, to be used as reference for the user.
- 4. User can also open a new data entry form, while also displaying the template in a separate tab. User can also change the tabs display by using the Windows functionality in the menu strip. Refer to section 3.4 Windows on how to change the tabs display.



4.1.1 Request Journey Template

This section will describe the Request Journey Template. The template contains a ready-made template for user to get started, or be used as reference on basic information required to fill out the data entry form. The figure below shows the template for Request Journey.

nanan kons	* management of The	COLOR DATE		2010/01/10 10:00:00	mai	England and Distances	Care Landson	
оитеу Туре	IMPORT C Ina	risaction Late time		2018/10/10 18:06:00		receiver rary it.	ULUEDONS.	
mopel Shipping Agent Code	CSA000186	e Port of Call - ATA		2019/04/05 11:24:50	<u>U*</u>	Schema Version	SVIT	
ender Party ID	CSA006186 Lar	t Port of Call - ATD	1	2019/04/05 11:24:50		Template Version	TVLI	
ransaction No.	* C5A000185-1200 Da	te of Shipment		2018/11/10 18:06:00		Usage Indicator	PRODUCTS	ON.
leference Transaction No.	Exp	pected Antval Date An	d Time	2010/12/10 18:05:00	0-	Function	ORIGINAL	
	Đ	rected Departure Date	e And Time 👘	2018/12/29 18:06:00	10 T			
Post of Origin	· CNCGZ		Part of Arriva	1	MYPKG			-
141.0104				222230.002.00	-			
Port of Origin	* CNCGZ	-	Part of Arrive	i .	MYPXG			
Exit Customs Station	* A13		Entry Custon	is Station	A11			1000
Next Port of Call	* THESP		Entry Point		WEST PORT	r-		
Multiple Ports	YES		Last Port of (Call	THESP			
	(1 75 7)		Last Port of	Call - Purpose of Call	CARGO OPE	RATION		- 4
			Last Port of (Call - ISPS Level	NORMAL			4

Figure 4.1-1: Request Journey template

The Request Journey template contains:

- i. Main Header Basic information of Sender Party.
- ii. Information
 - Port Information.
 - Vessel Information.
 - Barge.
 - Berth / Draught.
 - Estimation.
 - Slot Charted Agent.
 - Routes.

4.1.2 <u>Amend Journey Template</u>

This section will describe the Amend Journey Template. The template contains a ready-made template for user to get started, or be used as reference on basic information required to fill out the data entry form. The figure below shows the template for Amend Journey.



open engine sourcep	1							
Journey Type	IMPORT ~	Transaction Date Time	•	2018/04/24 14:28:00	□ *	Reciever Party ID	uCustome	_
Journey No.	JOUR112	Last Port of Call - ATA	9	2019/04/05 11:25:47		Schema Version	SV1.1	
Principal Shipping Agent Code	CSA000186	Last Port of Call - ATD		2019/04/05 11:25:47	◎ *	Template Version	TV1.1	_
Sender Party ID	C5A000186	Date of Shipment		2019/04/05 11:25:47	Q+	Usage Indicator	PRODUCTION	
Transaction No.	CSA000186-1200	Expected Amval Date	And Time	2019/04/05 11:25:47	U *	Function	AMENDMENT	14
Reference Transaction No.		Expected Departure D	ate And Time	2019/04/05 11:25:47	-			
Port of Origin Exit Customs Station	A10		Entry Point	ms Station	A10 WEST PORT	-		
Exit Customs Station	A10		Entry Point		WEST PORT	2		
Next Port of Call	THBSP		Last Port of	Call -	THBSP	1000000		
Multiple Ports	NO	4	Last Port of	Call - Purpose of Call *	CARGO OPE	RATION	Ŷ	
			1 and Dout of	the second se	and the second second			

Figure 4.1-2: Amend Journey template

The Amend Journey template contains:

- i. Main Header Basic information of Sender Party.
- ii. Information
 - Port Information.
 - Vessel Information.
 - Barge.
 - Berth / Draught.
 - Estimation.
 - Routes.

4.1.3 Cancel Journey Template

This section will describe the Cancel Journey Template. The template contains a ready-made template for user to get started, or be used as reference on basic information required to fill out the data entry form. The figure below shows the template for Cancel Journey.



Principal Shipping . Agent Code	Company BRN Number	Receiver Party ID	uCustoms	
Sender Party ID	Company BRN Number	Schema Version	SV1.1	
Transaction No.	JC12345	Template Version	TV1.1	
Ref. Transaction No.	67890	Usage Indicator *	PRODUCTION	~
Transaction Date Time *	2018/08/07 18:24:00	Function	CANCELLATION	~
umey Information				
Journey No.	JC120	Cancellation Reason *	OTHERS	~
Cancellation Remarks	Cancel due to miscalculation of sched	ule.		

Figure 4.1-3: Cancel Journey template

The Cancel Journey template contains:

- i. Main Header Basic information of Sender Party.
- ii. Journey Information Cancellation Reason and Remarks.

4.1.4 Request Shipment Order Template

This section will describe the Request Shipment Order Template. The template contains a readymade template for user to get started, or be used as reference on basic information required to fill out the data entry form. The figure below shows the template for Request Shipment Order.



nder Party ID *	alaria di secola di s								
reaction No.	201700778	Ref. Transaction No.	1	REF33535			Receiver Party ID	VENRomit	
	TRNU293	Transaction Date Tr	me *	2018/08/16	13.32.00	- B+	Schema Version	SV1.1	
				-			Template Version	TV1.1	
							Usage Indicator	7	
							Function	0	
pment Order									
ent Code *	AA2344	Stakeholder Category	e (3	34345			Postal Code	01502	10
oking Reterence No. *	BR43344	Booking Party Name		CHEN LEE	MING		Dity/Town	SIMPANG AMPAT	
oking Reference Dati	2018/08/16 13:32:00	Booking Party Addre	22 1	ND 99 TAM	AN DESARU		State	PERLIS	
part Journey No.	EX\$534			PANTALDE	SARU				
'RN	5244DFDR								
		Add		Update	Delete				
			Sand In	100000					
Agent Code	Reference No		Jour	ney No.	1	Staker	holder Category	Party Name	
Agent Code	Reference No ER 43344	6	Jour EX55	ney No. 34		Staker 34345	nolder Category	Party Name CHEN LEE MING	
Agent Code AS2044 B Parties Container Consignor ID Type Consignor ID Type Consignor ID Type Consignor ID 7	Reference No BR43344 NRIC 760521078829 LEE MENG NI	Consignor Address	Jour Exi55	ngy No. 34 21 KAMPUN RMAI INDIAH	5 API	Stakef 34345	Postal Code Dity/Town State	Party Name CHEN LEE MING 05956 BANDAR BAHARU FEDAH	
Agent Code AA20441 B Paties Conteiner Consignor ID Type I Consignor ID 7 Consignor Name L	Reference No BR 43344 NBIC 750521078825 LEE MENG NI	Consignor Address Add	Jour EX55	ney No. 34 21 KAMPUN RMAI NDAH RMAI NDAH	G API	Stakef 34345	Postal Code Oty/Town State	Party Name CHEN LEE MING 05958 BANDAR BAHARIJ KEDAH	
Agent Code AS22144 B Parties Conteiner Consignor ID Type Consignor ID Type Consignor Name	Reference No BR43344 NRIC 760521078829 LEE MENG NI	Consignor Address Add Consig	Journ EV55 NO PE	ney No. 34 21 KAMPUN RMAI INDAH	E API Detete	Stakef 34345	Postal Code Dity/Town State Consignor Nam	Party Name CHEN LEE MING 05555 BANDAR BAHARU KEDAH	
Agent Code As 20141 B Parties Container Consignor ID Type Consignor Name ID Type NRIC	Reference No BR 43344 NBIC 750521078825 LEE MENG NI	Consignor Address Add Consig	Journ EV55 NO PE Up nor ID	ney No. 34 21 KAMPUN RMAI NDAH sidate	S API Detete	Stakef 34345	Postal Code Oty/Town State Consignor Nam LEE MENG N	Party Name CHEN LEE MING 05958 BANDAR BAHARU KEDAH	

Figure 4.1-4: Request Shipment Order template

The Request Shipment Order template contains:

- iii. Main Header Basic information of Sender Party.
- iv. Shipment Order Booking information.
- v. HB Parties.
- vi. Container.

4.1.5 Request Manifest Template

This section will describe the Request Manifest Template. The template contains a ready-made template for user to get started, or be used as reference on basic information required to fill out the data entry form. The figure below shows the template for Request Manifest.



Ingenal Manifest	Template												
ent Code	(INTERNE)		Tramaction Date T	Time B	2018/11/15 104	04-00	10-	1 3	Sid Agent	165		Receiver Part	VD aCustom
nder Party ID	3123171		Transaction No.	~ 3	T#13121		-	1 14	Type	CARGO		Schema Vers	art IV11
erray fit.	JR23234		Reference Transact	ction No.	RE121312112	1		1	Autorund Journey N	0 24421		Tampiata Van	ston TV 1.1
rage Type	PORTS	- W	Hardwet for		INWARD			8 Q	lenaks	PEMARKS		Unage Index	er P
rege Location	MYBAG A16.5		Custown Station Co	ide - 3	A12							Function	0
			Ni Carpo		NO			5					
Lading													
of Lidne Pots	Goods Detail Consignee St	Hoper Not	y Renalts										
L No	341322	1	RL Date	- 2010/1	11/15 10:04:00	10-	1	Langu	age indicator	ENGLISH		Consolidated Shipner	A DTHERS
eference BL No.	RF42011		LICRN	42313	11H		1	for th	personal B	155	1		(anti-section)
atoms Station Co	de - All		BL For	- IMPOR	HT.			Bill For	1 1	CARISO	<i>ψ</i> 3		
						Add	U	holate	Dekete				
BL No.		Gat	one Station Code			Goods D	emphin	-		Final Destination		Country	d Origin
Contraction of		ATT	No. State of the second			rie .				HTIMO ATS S		10	10000
uding Line			_		_	_			-				
uding Line Cartaines V	Vehicles								ee live				
uding Line Gintarien V ego Caus - 1	Micies	-	Gross Wegth *	40.000000			жан.	51	County of Origin	. <i>м</i>) [STA ham	YES
uding Line Cartaines V spo Cana i spo Type	Whiches LIQUID BLAX CONTAINERIZED	a a.	Gross Weight * Net Weight	40 000000 37.000000	1		хон 46н		Country of Origin UN-DG No.	* # 109222		STA leen STA Code	* YES 54001.5
ading Line Cartaines V rps Class * rps Type rps Descripton *	Whices LIGUED BLACK CONTAMERIZED TEST	4.4	Gross Wegitt * Net Weght Guestly *	40.00000 37.000000 100			кр.н. 46н 023		Country of Origin USI-DG No. Rash Point	3.07		STA teen STA Code STA H5 Code	YES 240015 1123
adrig Line Cantainen V ge Casa ge Type ge Type ge Descepton	Whites LISUID BLAK CONTAMERIZED TEST	1	Gross Weight * Hes Weight © Duarthy * Votume *	40.000000 37.000000 100 150.00000	0		КОН 60Н 025 810		Country of Origin Lith-DG No. Right Point	3.07		STA feen STA Code STA HS Code	YES 640016 1123
ding Line Contairens V p: Class - p: Type p: Description - Code (HSE) -	Afficies LEXUED BLAJK CONTAMERIZED TEST DTD121	(a)	Gross Wegitt * Het Wegitt * Coarety * Watme *	40 000000 37.00000 100 150.00000)) 20	44 \([])	80H 40H 023 810		Country of Druger UR-DG No. Realt Point Deleter	- 3# 		STA feen STA Code STA HS Code	YES 240015 1123
ading Line Cantainens V ge Class ge Type ge Description Code (HSR) Senal No.	Vecies LEDUE BLAX CONTARERIZED TEIST (0101.21	P P	Gross Weight * Net Weight Guently * Walane * Eade (HSB)	40.000000 37.000000 100 150.00000)) 20	dd Carpo Cl	NDH HOH DZS MTO ME ME	stere	Country of Organ UN-DG No. Resh Pour Delete	* 30 308222 Cargo Decreption		STA Item STA Code STA HS Code Country/	YES 240015 1123 24 Orign
Lading Line P Cartainen V argo Cana argo Type argo Description S Code (HSB) S anal No.	VACINS LIQUED BRAIK CONTAMERIZED TEST 0101.21	P P	Gross Weight * Net Weight * Outeres * Code (HSR) 27	40.000000 37.000000 100 150.00000))) (8	dd Cargo C Licardo I	NDH 45H 0.75 MTO MTO ABS		Country of Origin UR-DG Ne Radh Point Delete	Sar Sar Cargo Description		STA teen STA Code STA HS Code Country	YES 24001.b 1123 2F Orgin
Lading Line Cartainen V rgo Casa * rgo Type rgo Cescoption * S Code (HSB) Senal No. V	Vencies Liquido Braux Constancerized Test (0101.21	P V NS	Gross Wegts + hes Wegts - Ocienty - Vilume - Code (H34) 27	40 00000 37 00000 150 00000	0 0 00	dd Cargo Ci Lyst Ho F	XDH 4CH DZS MTO MP MO ARE		Country of Origin LIN-DO No. Redn Point Delete	- Jat 209222 Cargo Decorption TEST		STA Iwan STA Code STA H5 Code Country Af	YEB BA0015 1123 3f Origin
using Lee Castoires V rpo Cast rpo Type rpo Description S Code (HSR) Sand You V	VACINS LIGUID BRAIK CONTAMERIZED TEST 0101 21	P P HS	Gross Weight * Net Weight * Obarrety * Code (MSR) 201	40 000000 37 000000 100 150 00000)))0	dd Cargo (5) L (2015) (NDH 45H 025 MTO NA		Country of Origin LIN-DG No. Radh Point Delete	Sar Sar Cargo Description		STA teen STA Code STA HS Code Country At	YES 260015 1123 X Orgin
ading Line Cantanees V yo Class yo Chas yo Chas yo Chas Send No Send	VACINS LIGUID BRAIK CONTAMERIZED TEST 0101 21	e e e	Gross Weight * Net Weight * Obarrety * Code (MSR) 21.	40.000000 37.000000 150.00000)))0	dal Cargo Ca L 19010 I	NDH ACH DZ3 HTO NA NA	state	Country of Origin LIN-DG No. Reach Point Delete	Cargo Description		STA teen STA Code STA HS Code Country At	YES 260015 1123 X Orgin
ading Line Centaries V go Class Tro Trois Code H150 Sanal Yes Sanal Yes Trois Sanal Yes Trois Sanal Yes Sa	Vencies LIGUID BIA K CONTANERIZED TEST 0101.21	2 N 1	Gross Weight Part Weight Doarnty Values Code (HSB) 21	40 000000 37.000000 150.00000	0 0 No Full CONTAN	dd Cergo (1) L (1) (1) L (1) (1)	NGM 4CH DZS HTO LAR ARE	Serie a	Country of Origin Lift-CO No. Reah Poor Delete No. of Peckages	* Jil S2R222 Cargo Description EDT Fourth) * 35		STA han STA Code STA HS Code Country Af	YES B40015 1123 X Cegn
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Figure 4.1-5: Request Manifest template

The Request Manifest template contains:

- i. Main Header Basic information of Sender Party
- ii. Information:
 - Bill of Lading.
 - Ports.
 - Goods Detail.
 - Consignor (will appear if 'Manifest for' is Outward or Transshipment).
 - Consignee.
 - Shipper (will appear if 'Manifest for' is Inward).
 - Notify.
 - Remarks.
- iii. Bill of Lading Line:
 - Cargo.
 - Booking References.

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- Containers.
- Vehicles.
- iv. Containers.
- v. Vehicles.

4.1.6 Amend Manifest Template

This section will describe the Amend Manifest Template. The template contains a ready-made template for user to get started, or be used as reference on basic information required to fill out the data entry form. The figure below shows the template for Amend Manifest.

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erit Code order Party ID ordent No	Company BRN Nam Company BRN Nam Company BRN Nam MN001	ter Let	Transaction No. Transaction Dele	(TRN001 Time (2018/12/10	N 1830 ([]+	Reference Trans Outboard Journ	action No.		Receiver Party ID Schema Version Template Version Usage Indicator Function	Cuttors 5111 7111 P	
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Figure 4.1-6: Amend Manifest template

The Amend Manifest template contains:

- i. Main Header Basic information of Sender Party.
- ii. Information:
 - Bill of Lading.
 - Port.

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- Goods Detail.
- Local Trader.
- External Trader.
- Notify.
- Remarks.
- iii. Bill of Lading Line:
 - Cargo.
 - Amendment Details.
 - Booking References.
 - Containers.
 - Vehicles.
- iv. Container.
- v. Vehicle.

4.1.7 Cancel Manifest Template

This section will describe the Cancel Manifest Template. The template contains a ready-made template for user to get started, or be used as reference on basic information required to fill out the data entry form. The figure below shows the template for Cancel Manifest.

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Concel Marifast Templete			
Agent Code Sender Party ID Transaction No. Reference Transaction No.	Company BRN Number Company BRN Number M32397	Receiver Party ID Schema Version Template Version Usage Indicator Function	UCustoms SV1.1 TV1.1 P C
Cancellation For O Man BLS Unique Bill of Lading No. Cancellation Remarks	ifest BLS	Cancellation Reason * SE	ELECT ~
Unique Bill Of Lading N	Add Update o. Cancellation Reaso OTHERS	Delete on Canc BL ne	ellation Remarks ed to be cancelled as the whole
200101 Container No.	OTHERS	BL ner Cancellation Reason * SE	ed to be cancelled as the whole ELECT v
Cancellation Remarks	Add Update	Delete	
Container No.	Cancellation Reason	Cancel	llation Remarks

Figure 4.1-7: Cancel Manifest template

The Cancel Manifest template contains:

- i. Main Header Basic information of Sender Party.
- ii. Manifest Cancellation Reason and Cancellation Remarks
- iii. BLS Cancellation Reason and Cancellation Remarks.

4.1.8 Request Declaration Template

This section will describe the Request Declaration Template. The template contains a ready-made template for user to get started, or be used as reference on basic information required to fill out the data entry form. The figure below shows the template for Request Declaration.



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classion Conserver R	ecever							
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scal Trader (D		Declaration Reason	SHEET	is Defined Payment	SELECT V	Scheme Verwint	891.1	
analaction No.	- 76321QW	Consignee Type	DRGANIZATION ~	Journey Number		Template Version	11/1.1	
elevences Transaction No.	76321QW	Declaration Source	SELECT V	BL Securty Code		Usage indicator	8.)	
ode of Transport	= SEA +	Declaration Type 11	SELECT V	Sho Call No.		Function	D	
Nouvelor Type	- IORGANIZATION =	Sub Type	SELECT	BL or ABW or WB or NO		Lowd Type	SELECT	
Arrithed By	*	Transaction Type 1	SELECT	Storent Order Number		Movement Type	SELECT	
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reversal Invoce Rates MRA Suppler Name - Country -	nce Cotave Inucelies		Actual Inv No. * Invoice Type - 18 Invoice Date * 25	LECT 19:08/16 15:08:54	Currency v Insuance Darger	Unit Stars Toly		170
nmental Invoice Refer MRA Suppler Name Country Port Of Singment	eco Catane Incoa be		Actual Inv No. Invoice Type 10 Invoice Date 20	LBCT 18/08/16 15:08:54	Currency Fiscularice Diarget Diar Other Diarget Other Diarget	Ond Sam Sola		19 19 19 19 19 19 19 19 19 19 19 19 19 1
nnenal hvidor Refer 1894 Suppler Name Country Port Of Shamert	nce Catlene trova lien		Adual Inv No	LECT 16/05/16 15:08:54	Curency Houseoc Diages Petite Diages Other Charges Remarks	* Orbit Same Ooks		100 C

Figure 4.1-8: Request Declaration template

The Request Declaration template contains:

- i. Main Header:
 - Declaration.
 - Consignor.
 - Receiver.
- ii. Information:
 - Commercial Invoice.
 - Reference.
 - Container.
 - Invoice Item.

4.1.9 Cancel Declaration Template

This section will describe the Cancel Declaration Template. The template contains a ready-made template for user to get started, or be used as reference on basic information required to fill out the data entry form. The figure below shows the template for Cancel Declaration.



Toma	ation					
Sende	r Party ID	Brinfo	Receiver f	Party ID	uCustoms	
Transa	action No.	M23-11161	Schema V	ersion	SV1.1	
Refere	ence Transaction No.	ref21231	Template	Version	TV1.1	
Transa	action Date Time	Thursday , 26 July	, 201 Visage Ind	licator	Ρ	~
			Function		С	~
Cancel Declar Cance	Ilation Reason ration No. D23; Ilation Remarks Canc	2-121-2832 velled due to cancel order from	n client			
Cancel Declar Cance	Ilation Reason ration No. D23; Ilation Remarks Canc	2-121-2832 velled due to cancel order from Add	n client Update Delete			
Cancel Declar Cance	Ilation Reason ration No. D233 Ilation Remarks Cand	2-121-2832 relled due to cancel order from Add	Delete CellationReason	Ca	ncellation Remarks	
Cancel Declar Cance	Ilation Reason ration No. D23; Ilation Remarks Canc Declaration Number D232-121-2832	2-121-2832 belled due to cancel order from Add	n client Update Delete cellationReason	Ca	ncellation Remarks ncelled due to cancel or	der from client

Figure 4.1-9: Cancel Declaration template

The Cancel Declaration template contains:

- i. Information Basic information of Sender Party
- ii. Cancellation Reason Cancellation Remarks.

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5. JOURNEY

This chapter describes on how to use the data entry form for Journey. There are 4 Journey forms.

- i. Request Journey.
- ii. Amend Journey.
- iii. Cancel Journey.
- iv. Append Slot Chartered.

5.1 Request Journey

This section describes on Request Journey data entry form. The data entry form for Request Journey can be accessed in 3 different ways.

- i. Creating a new data entry form.
- ii. Creating a data entry form, from a template.
- iii. Open a data entry form that was previously created.

5.1.1 How to create a new data entry form

This section describes on how to create a new data entry form for Request Journey. Follow the instructions below on how to create a new Request Journey form.

- 1. Open the Request Journey data entry form, from the menu strip or the toolbar.
- 2. In the form, there will be 2 sections:
 - i. Main Header.
 - ii. Information:
 - Port Information.
 - Vessel Information.
 - Barge.
 - Berth / Draught.
 - Estimation.
 - Slot Charted Agent.
 - Routes.
- 3. Fill in the mandatory fields, indicated by the red asterisk.
- 4. Once the mandatory fields has been completed, Click the Save button to save the Request Journey form.



- 5. Specify the location to save the data entry form and rename the XML file to the user's preference. Click Save button.
- 6. The Request Journey will be in the form of XML file.

5.1.2 How to create a data entry form – from a template

This section describes on how to create data entry form for Request Journey, from a template. The template is a completed and ready-made data entry form for the user to use as reference or directly use the template for the user's own data entry. Follow the instructions below on how to create the Request Journey form, from a template.

- 1. On the menu strip, click File and go to Template. Click Request Journey.
- 2. In the form, there will be 2 sections:
 - i. Main Header.
 - ii. Information:
 - Port Information.
 - Vessel Information.
 - Barge.
 - Berth / Draught.
 - Estimation.
 - Slot Charted Agent.
 - Routes.
- 3. Fill in the mandatory fields, indicated by the red asterisk.

Note: template may or may not contain data that is related to the user, therefore the user must edit the fields to suit the user's requirement.

- 4. Once the mandatory fields has been completed, click the Save button to save the Request Journey form.
- 5. Specify the location to save the data entry form and rename the XML file to the user's preference. Click Save button.
- 6. The Request Journey will be in the form of XML file.

5.1.3 How to open a data entry form that was previously created

This section describes on how to open a data entry form for Request Journey that was previously created. Follow the instructions below on how to open a previously created Request Journey form.



- 1. Open new Request Journey data entry form, from the menu strip or the toolbar.
- 2. On the toolbar, click the Open button.
- 3. Locate the XML file. Click Open to open the XML data entry form.
- 4. The user can continue to edit the previously created form.
- 5. Once the user has completed with the editing, click the Save button to save the Request Journey form.
- 6. The user can change the location of the saved file or rename the XML file to the user's preference. Click Save button.

5.2 Amend Journey

This section describes on Amend Journey data entry form. The data entry form for Amend Journey can be accessed in 3 different ways.

- i. Creating a new data entry form.
- ii. Creating a data entry form, from a template.
- iii. Open a data entry form that was previously created.

5.2.1 How to create a new data entry form

This section describes on how to create a new data entry form for Amend Journey. Follow the instructions below on how to create a new Amend Journey form.

- 1. Open the Amend Journey data entry form, from the menu strip or the toolbar.
- 2. In the form, there will be 2 sections:
 - i. Main Header.
 - ii. Information:
 - Port Information.
 - Vessel Information.
 - Barge.
 - Berth / Draught.
 - Estimation.
 - Routes.
- 3. Fill in the mandatory fields, indicated by the red asterisk.
- 4. Once the mandatory fields has been completed, Click the Save button to save the Amend Journey form.

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- 5. Specify the location to save the data entry form and rename the XML file to the user's preference. Click Save button.
- 6. The Request Journey will be in the form of XML file.

5.2.2 How to create a data entry form – from a template

This section describes on how to create data entry form for Amend Journey, from a template. The template is a completed and ready-made data entry form for the user to use as reference or directly use the template for the user's own data entry. Follow the instructions below on how to create the Amend Journey form, from a template.

- 1. On the menu strip, click File and go to Template. Click Amend Journey.
- 2. In the form, there will be 2 sections:
 - i. Main Header.
 - ii. Information:
 - Port Information.
 - Vessel Information.
 - Barge.
 - Berth / Draught.
 - Estimation.
 - Routes.
- 3. Fill in the mandatory fields, indicated by the red asterisk.

Note: template may or may not contain data that is related to the user, therefore the user must edit the fields to suit the user's requirement.

- 4. Once the mandatory fields has been completed, click the Save button to save the Amend Journey form.
- 5. Specify the location to save the data entry form and rename the XML file to the user's preference. Click Save button.
- 6. The Amend Journey will be in the form of XML file.

5.2.3 How to open a data entry form that was previously created

This section describes on how to open a data entry form for Amend Journey that was previously created. Follow the instructions below on how to open a previously created Amend Journey form.

1. Open new Amend Journey data entry form, from the menu strip or the toolbar.

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- 2. On the toolbar, click the Open button.
- 3. Locate the XML file. Click Open to open the XML data entry form.
- 4. The user can continue to edit the previously created form.
- 5. Once the user has completed with the editing, click the Save button to save the Amend Journey form.
- 6. The user can change the location of the saved file or rename the XML file to the user's preference. Click Save button.

5.3 Cancel Journey

This section describes on Cancel Journey data entry form. The data entry form for Cancel Journey can be accessed in 3 different ways.

- i. Creating a new data entry form.
- ii. Creating a data entry form, from a template.
- iii. Open a data entry form that was previously created.

5.3.1 How to create a new data entry form

This section describes on how to create a new data entry form for Cancel Journey. Follow the instructions below on how to create a new Cancel Journey form.

- 1. Open the Cancel Journey data entry form, from the menu strip or the toolbar.
- 2. In the form, there will be 2 sections:
 - i. Header.
 - ii. Journey Information.
- 3. Fill in the mandatory fields, indicated by the red asterisk.
- 4. Once the mandatory fields has been completed, click the Save button to save the Cancel Journey form.
- 5. Specify the location to save the data entry form and rename the XML file to the user's preference. Click Save button.
- 6. The Cancel Journey will be in the form of XML file.

5.3.2 How to create a data entry form – from a template

This section describes on how to create data entry form for Cancel Journey, from a template. The template is a completed and ready-made data entry form for the user to use as reference or



directly use the template for the user's own data entry. Follow the instructions below on how to create the Cancel Journey form, from a template.

- 1. On the menu strip, click File and go to Template. Click Cancel Journey.
- 2. In the form, there will be 2 sections:
 - i. Header.
 - ii. Journey Information.
- 3. Fill in the mandatory fields, indicated by the red asterisk.

Note: template may or may not contain data that is related to the user, therefore the user must edit the fields to suit the user's requirement.

- 4. Once the mandatory fields has been completed, click the Save button to save the Cancel Journey form.
- 5. Specify the location to save the data entry form and rename the XML file to the user's preference. Click Save button.
- 6. The Cancel Journey will be in the form of XML file.

5.3.3 How to open a data entry form that was previously created

This section describes on how to open a data entry form for Cancel Journey that was previously created. Follow the instructions below on how to open a previously created Cancel Journey form.

- 1. Open new Cancel Journey data entry form, from the menu strip or the toolbar.
- 2. On the toolbar, click the Open button.
- 3. Locate the XML file. Click Open to open the XML data entry form.
- 4. The user can continue to edit the previously created form.
- 5. Once the user has completed with the editing, click the Save button to save the Cancel Journey form.
- 6. The user can change the location of the saved file or rename the XML file to the user's preference. Click Save button.

5.4 Append Slot Charter

This section describes on Slot Chartered Agent data entry form. The data entry form for Slot Chartered Agent can be accessed in 2 different ways.

- i. Creating a new data entry form.
- ii. Open a data entry form that was previously created.



5.4.1 How to create a new data entry form

This section describes on how to create a new data entry form for Slot Chartered Agent. Follow the instructions below on how to create a new Slot Chartered Agent form.

- 1. Open the Slot Chartered Agent data entry form, from the menu strip or the toolbar.
- 2. In the form, There will be 2 sections:
 - i. Header.
 - ii. Journey.
- 3. Fill in the mandatory fields, indicated by the red asterisk.
- 4. Once the mandatory fields has been completed, click the Save button to save the Slot Chartered Agent form.
- 5. Specify the location to save the data entry form and rename the XML file to the user's preference. Click Save button.
- 6. The Slot Chartered Agent will be in the form of XML file.

5.4.2 How to open a data entry form that was previously created

This section describes on how to open a data entry form for Slot Chartered Agent that was previously created. Follow the instructions below on how to open a previously created Slot Chartered Agent form.

- 1. Open new Slot Chartered Agent data entry form, from the menu strip or the toolbar.
- 2. On the toolbar, click the Open button.
- 3. Locate the XML file. Click Open to open the XML data entry form.
- 4. The user can continue to edit the previously created form.
- 5. Once the user has completed with the editing, click the Save button to save the Slot Chartered Agent form.
- 6. The user can change the location of the saved file or rename the XML file to the user's preference. Click Save button.



6. **REQUEST SHIPMENT ORDER**

This chapter describes on how to use the data entry form for Request Shipment Order.

6.1 Request Shipment Order

This section describes on Request Shipment Order data entry form. The data entry form for Request Shipment Order can be accessed in 3 different ways.

- i. Creating a new data entry form.
- ii. Creating a data entry form, from a template.
- iii. Open a data entry form that was previously created.

6.1.1 How to create a new data entry form

This section describes on how to create a new data entry form for Request Shipment Order. Follow the instructions below on how to create a new Request Shipment Order form.

- 1. Open the Request Shipment Order data entry form, from the menu strip or the toolbar.
- 2. In the form, there will be 4 sections:
 - i. Header Sender Party information.
 - ii. Shipment Order information.
 - iii. HB Parties.
 - iv. Container.
- 3. Fill in the mandatory fields, indicated by the red asterisk.
- 4. Once the mandatory fields has been completed, click the Save button to save the Request Shipment Order form.
- 5. Specify the location to save the data entry form and rename the XML file to the user's preference. Click Save button.
- 6. The Request Shipment Order will be in the form of XML file.

6.1.2 How to create a data entry form – from a template

This section describes on how to create data entry form for Request Shipment Order, from a template. The template is a completed and ready-made data entry form for the user to use as reference or directly use the template for the user's own data entry. Follow the instructions below on how to create the Request Shipment Order form, from a template.

1. On the menu strip, click File and go to Template. Click Request Shipment Order.



- 2. In the form, there will be 4 sections:
 - i. Header Sender Party information.
 - ii. Shipment Order information.
 - iii. HB Parties.
 - iv. Container.
- 3. Fill in the mandatory fields, indicated by the red asterisk.

Note: template may or may not contain data that is related to the user, therefore the user must edit the fields to suit the user's requirement.

- 4. Once the mandatory fields has been completed, click the Save button to save the Request Shipment Order form.
- 5. Specify the location to save the data entry form and rename the XML file to the user's preference. Click Save button.
- 6. The Request Shipment Order will be in the form of XML file.

6.1.3 How to open a data entry form that was previously created

This section describes on how to open a data entry form for Request Shipment Order that was previously created. Follow the instructions below on how to open a previously created Request Shipment Order form.

- 1. Open new Request Shipment Order data entry form, from the menu strip or the toolbar.
- 2. On the toolbar, click the Open button.
- 3. Locate the XML file. Click Open to open the XML data entry form.
- 4. The user can continue to edit the previously created form.
- 5. Once the user has completed with the editing, click the Save button to save the Request Shipment Order form.
- 6. The user can change the location of the saved file or rename the XML file to the user's preference. Click Save button.



7. MANIFEST

This chapter describes on how to use the data entry form for Manifest. There are 3 Manifest forms.

- i. Request Manifest.
- ii. Amend Manifest.
- iii. Cancel Manifest.

7.1 Request Manifest

This section describes on Request Manifest data entry form. The data entry form for Request Manifest can be accessed in 3 different ways.

- i. Creating a new data entry form.
- ii. Creating a data entry form, from a template.
- iii. Open a data entry form that was previously created.

7.1.1 How to create a new data entry form

This section describes on how to create a new data entry form for Request Manifest. Follow the

instructions below on how to create a new Request Manifest form.

- 1. Open the Request Manifest data entry form, from the menu strip or the toolbar.
- 2. In the form, There will be 5 sections:
 - i. Main Header.
 - ii. Bill of Lading information:
 - Bill of Lading.
 - Ports.
 - Goods Detail.
 - Consignor (will appear if 'Manifest for' is Outward or Transshipment).
 - Consignee.
 - Shipper (will appear if 'Manifest for' is Inward).
 - Notify.
 - Remarks.
 - iii. Bill of Lading Line:
 - Cargo.
 - Containers.
 - Container Vehicles.

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- Vehicles.
- iv. Containers.
- v. Container Vehicles.
- vi. Vehicles.
- 3. Fill in the mandatory fields, indicated by the red asterisk.
- 4. Once the mandatory fields has been completed, click the Save button to save the Request Manifest form.
- 5. Specify the location to save the data entry form and rename the XML file to the user's preference. Click Save button.
- 6. The Request Manifest will be in the form of XML file.

7.1.2 How to create a data entry form – from a template

This section describes on how to create data entry form for Request Manifest, from a template. The template is a completed and ready-made data entry form for the user to use as reference or directly use the template for the user's own data entry. Follow the instructions below on how to create the Request Manifest form, from a template.

- 1. On the menu strip, click File and go to Template. Click Request Manifest.
- 2. In the form, There will be 5 sections:
 - i. Main Header.
 - ii. Bill of Lading information:
 - Bill of Lading.
 - Ports.
 - Goods Detail.
 - Consignor (will appear if 'Manifest for' is Outward or Transshipment).
 - Consignee.
 - Shipper (will appear if 'Manifest for' is Inward).
 - Notify.
 - Remarks.
 - iii. Bill of Lading Line:
 - Cargo.
 - Containers.
 - Container Vehicles.

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- Vehicles.
- iv. Containers.
- v. Container Vehicles.
- vi. Vehicle.
- 3. Fill in the mandatory fields, indicated by the red asterisk.

Note: template may or may not contain data that is related to the user, therefore the user must edit the fields to suit the user's requirement.

- 4. Once the mandatory fields has been completed, click the Save button to save the Request Manifest form.
- 5. Specify the location to save the data entry form and rename the XML file to the user's preference. Click Save button.
- 6. The Request Manifest will be in the form of XML file.

7.1.3 How to open a data entry form that was previously created

This section describes on how to open a data entry form for Request Manifest that was previously created. Follow the instructions below on how to open a previously created Request Manifest form.

- 1. Open new Request Manifest data entry form, from the menu strip or the toolbar.
- 2. On the toolbar, click the Open button.
- 3. Locate the XML file. Click Open to open the XML data entry form.
- 4. The user can continue to edit the previously created form.
- Once the user has completed with the editing, click the Save button to save the Request Manifest form.
- 6. The user can change the location of the saved file or rename the XML file to the user's preference. Click Save button.

7.2 Amend Manifest

This section describes on Amend Manifest data entry form. The data entry form for Amend Manifest can be accessed in 3 different ways.

- i. Creating a new data entry form.
- ii. Creating a data entry form, from a template.
- iii. Open a data entry form that was previously created.

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7.2.1 How to create a new data entry form

This section describes on how to create a new data entry form for Amend Manifest. Follow the instructions below on how to create a new Amend Manifest form.

- 1. Open the Request Manifest data entry form, from the menu strip or the toolbar.
- 2. In the form, There will be 5 tabs:
 - i. Main Header.
 - ii. Bill of Lading information:
 - Bill of Lading.
 - Ports.
 - Goods Detail.
 - Local Trader.
 - External Trader.
 - Notify.
 - Remarks.
 - iii. Bill of Lading Line:
 - Amend Details.
 - Cargo.
 - Booking References.
 - Containers.
 - Container Vehicles.
 - Vehicles.
 - iv. Containers.
 - v. Container Vehicles.
 - vi. Vehicles.
- 3. Fill in the mandatory fields, indicated by the red asterisk.
- Once the mandatory fields has been completed, click the Save button to save the Amend Manifest form.
- 5. Specify the location to save the data entry form and rename the XML file to the user's preference. Click Save button.
- 6. The Amend Manifest will be in the form of XML file.

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7.2.2 How to create a data entry form – from a template

This section describes on how to create data entry form for Amend Manifest, from a template. The template is a completed and ready-made data entry form for the user to use as reference or directly use the template for the user's own data entry. Follow the instructions below on how to create the Amend Manifest form, from a template.

- 1. On the menu strip, click File and go to Template. Click Amend Manifest.
- 2. In the form, There will be 5 tabs:
 - i. Main Header.
 - ii. Bill of Lading information:
 - Bill of Lading.
 - Ports.
 - Goods Detail.
 - Local Trader.
 - External Trader.
 - Notify.
 - Remarks.
 - vii. Bill of Lading Line:
 - Amend Details.
 - Cargo.
 - Booking References.
 - Containers.
 - Container Vehicles.
 - Vehicles.
 - viii. Containers.
 - ix. Container Vehicles.
 - x. Vehicles.
- 3. Fill in the mandatory fields, indicated by the red asterisk.

Note: template may or may not contain data that is related to the user, therefore the user must edit the fields to suit the user's requirement.

 Once the mandatory fields has been completed, click the Save button to save the Amend Manifest form.

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- 5. Specify the location to save the data entry form and rename the XML file to the user's preference. Click Save button.
- 6. The Amend Manifest will be in the form of XML file.

7.2.3 How to open a data entry form that was previously created

This section describes on how to open a data entry form for Amend Manifest that was previously created. Follow the instructions below on how to open a previously created Amend Manifest form.

- 1. Open new Amend Manifest data entry form, from the menu strip or the toolbar.
- 2. On the toolbar, click the Open button.
- 3. Locate the XML file. Click Open to open the XML data entry form.
- 4. The user can continue to edit the previously created form.
- Once the user has completed with the editing, click the Save button to save the Amend Manifest form.
- 6. The user can change the location of the saved file or rename the XML file to the user's preference. Click Save button.

7.3 Cancel Manifest

This section describes on Cancel Manifest data entry form. The data entry form for Cancel Manifest can be accessed in 3 different ways.

- i. Creating a new data entry form.
- ii. Creating a data entry form, from a template.
- iii. Open a data entry form that was previously created.

7.3.1 How to create a new data entry form

This section describes on how to create a new data entry form for Cancel Manifest. Follow the instructions below on how to create a new Cancel Manifest form.

- 1. Open the Request Manifest data entry form, from the menu strip or the toolbar.
- 2. In the form, there will be 3 sections:
 - i. Header.
 - ii. Manifest.
 - iii. BLS.
- 3. Fill in the mandatory fields, indicated by the red asterisk.

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- 4. Once the mandatory fields has been completed, click the Save button to save the Cancel Manifest form.
- 5. Specify the location to save the data entry form and rename the XML file to the user's preference. Click Save button.
- 6. The Cancel Manifest will be in the form of XML file.

7.3.2 How to create a data entry form – from a template

This section describes on how to create data entry form for Cancel Manifest, from a template. The template is a completed and ready-made data entry form for the user to use as reference or directly use the template for the user's own data entry. Follow the instructions below on how to create the Cancel Manifest form, from a template.

- 1. On the menu strip, click File and go to Template. Click Cancel Manifest.
- 2. In the form, there will be 3 sections:
 - i. Header.
 - ii. Manifest.
 - iii. BLS.
- 3. Fill in the mandatory fields, indicated by the red asterisk.

Note: template may or may not contain data that is related to the user, therefore the user must edit the fields to suit the user's requirement.

- Once the mandatory fields has been completed, click the Save button to save the Cancel Manifest form.
- 5. Specify the location to save the data entry form and rename the XML file to the user's preference. Click Save button.
- 6. The Cancel Manifest will be in the form of XML file.

7.3.3 How to open a data entry form that was previously created

This section describes on how to open a data entry form for Cancel Manifest that was previously created. Follow the instructions below on how to open a previously created Cancel Manifest form.

- 1. Open new Cancel Manifest data entry form, from the menu strip or the toolbar.
- 2. On the toolbar, click the Open button.
- 3. Locate the XML file. Click Open to open the XML data entry form.
- 4. The user can continue to edit the previously created form.

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- Once the user has completed with the editing, click the Save button to save the Cancel Manifest form.
- 6. The user can change the location of the saved file or rename the XML file to the user's preference. Click Save button.



8. DECLARATION

This chapter describes on how to use the data entry form for Declaration. There are 2 Declaration forms.

- i. Request Declaration.
- ii. Cancel Declaration.

8.1 Request Declaration

This section describes on Request Declaration data entry form. The data entry form for Request Declaration can be accessed in 3 different ways.

- i. Creating a new data entry form.
- ii. Creating a data entry form, from a template.
- iii. Open a data entry form that was previously created.

8.1.1 How to create a new data entry form

This section describes on how to create a new data entry form for Request Declaration. Follow the instructions below on how to create a new Request Declaration form.

- 1. Open the Request Declaration data entry form, from the menu strip or the toolbar.
- 2. In the form, there will be 2 sections:
 - i. Main Header:
 - Declaration.
 - Consignor.
 - Receiver.
 - ii. Information:
 - Commercial Invoice.
 - Reference.
 - Container.
 - Invoice Item.
- 3. Fill in the mandatory fields, indicated by the red asterisk.
- 4. Once the mandatory fields has been completed, click the Save button to save the Request Declaration form.
- 5. Specify the location to save the data entry form and rename the XML file to the user's preference. Click Save button.

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6. The Request Declaration will be in the form of XML file.

8.1.2 How to create a data entry form – from a template

This section describes on how to create data entry form for Request Declaration, from a template. The template is a completed and ready-made data entry form for the user to use as reference or directly use the template for the user's own data entry. Follow the instructions below on how to create the Request Declaration form, from a template.

- 1. On the menu strip, click File and go to Template. Click Request Declaration.
- 2. In the form, there will be 2 sections:
 - i. Main Header.
 - Declaration.
 - Consignor.
 - Receiver.
 - ii. Information:
 - Commercial Invoice.
 - Reference.
 - Container.
 - Invoice Item.
- 3. Fill in the mandatory fields, indicated by the red asterisk.

Note: the template may or may not contain data that is related to the user, therefore the user must edit the fields to suit the user's requirement.

- 4. Once the mandatory fields has been completed, click the Save button to save the Request Declaration form.
- 5. Specify the location to save the data entry form and rename the XML file to the user's preference. Click Save button.
- 6. The Request Declaration will be in the form of XML file.

8.1.3 How to open a data entry form that was previously created

This section describes on how to open a data entry form for Request Declaration that was previously created. Follow the instructions below on how to open a previously created Request Declaration form.



- 1. Open new Request Declaration data entry form, from the menu strip or the toolbar.
- 2. On the toolbar, click the Open button.
- 3. Locate the XML file. Click Open to open the XML data entry form.
- 4. The user can continue to edit the previously created form.
- Once the user has completed with the editing, click the Save button to save the Request Declaration form.
- 6. The user can change the location of the saved file or rename the XML file to the user's preference. Click Save button.

8.2 Cancel Declaration

This section describes on Cancel Declaration data entry form. The data entry form for Cancel Declaration can be accessed in 3 different ways.

- i. Creating a new data entry form.
- ii. Creating a data entry form, from a template.
- iii. Open a data entry form that was previously created.

8.2.1 How to create a new data entry form

This section describes on how to create a new data entry form for Cancel Declaration. Follow the instructions below on how to create a new Cancel Declaration form.

- 1. Open the Cancel Declaration data entry form, from the menu strip or the toolbar.
- 2. In the form, there will be 2 sections:
 - i. Information.
 - ii. Cancellation Reason.
- 3. Fill in the mandatory fields, indicated by the red asterisk.
- Once the mandatory fields has been completed, click the Save button to save the Cancel Declaration form.
- 5. Specify the location to save the data entry form and rename the XML file to the user's preference. Click Save button.
- 6. The Cancel Declaration will be in the form of XML file.



8.2.2 How to create a data entry form – from a template

This section describes on how to create data entry form for Cancel Declaration, from a template. The template is a completed and ready-made data entry form for the user to use as reference or directly use the template for the user's own data entry. Follow the instructions below on how to create the Cancel Declaration form, from a template.

- 1. On the menu strip, click File and go to Template. Click Cancel Declaration.
- 2. In the form, there will be 2 sections:
 - i. Information.
 - ii. Cancellation Reason.
- 3. Fill in the mandatory fields, indicated by the red asterisk.

Note: template may or may not contain data that is related to the user, therefore the user must edit the fields to suit the user's requirement.

- 4. Once the mandatory fields has been completed, click the Save button to save the Cancel Declaration form.
- 5. Specify the location to save the data entry form and rename the XML file to the user's preference. Click Save button.
- 6. The Cancel Declaration will be in the form of XML file.

8.2.3 How to open a data entry form that was previously created

This section describes on how to open a data entry form for Cancel Declaration that was previously created. Follow the instructions below on how to open a previously created Cancel Declaration form.

- 1. Open new Cancel Declaration data entry form, from the menu strip or the toolbar.
- 2. On the toolbar, click the Open button.
- 3. Locate the XML file. Click Open to open the XML data entry form.
- 4. The user can continue to edit the previously created form.
- Once the user has completed with the editing, click the Save button to save the Cancel Declaration form.
- 6. The user can change the location of the saved file or rename the XML file to the user's preference. Click Save button.