



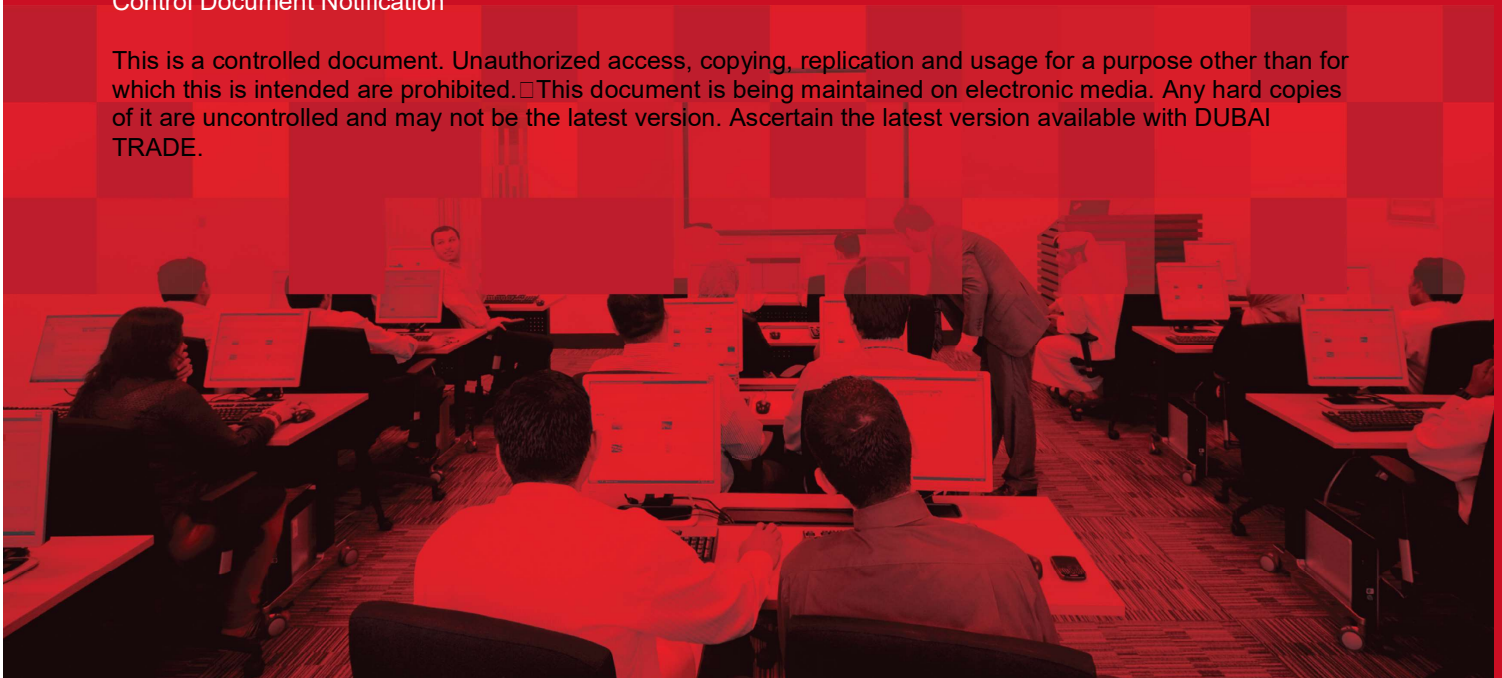
DP World DP World Payment – FCL DO Payment User's Manual

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DP World Payment – FCL DO Payment

DOCUMENT DETAILS

Document Information

Document Name	DP World Payment – FCL DO Payment
Project Name	DP World Payment – FCL DO Payment
Business Unit	DP World
Author(s)	DT Training Dept.
Last Updated Date	30 th Jan, 2019
Current Version	1.0

Revision History

Version	Date	Author	Designation	Description of change

Approval History

Version	Date	Name	Designation	Comments

Distribution

Version	Location

DP World Payment – FCL DO Payment

DP World Payment - FCL Delivery Order Payment


This service enables you to pay DPA Charges i.e. DPC, TLUC, Extra Storage days Demurrage, plugging charges etc... for FCL (Full Container Load) Delivery Order Online.

I. Document Search

1. Go to the Request > DP World Payments

System populates DP World payment page

Home > Request > e-Payment > Search Documents

 **Search Documents**

1
Document Search


2
Compute Charges


3
Confirm Charges

* Document Type: Import FCL Bills/Declarations ▼

* Pay For: ☒ Own Document
☐ Third Party Document


Document Number:

From Date: 06/10/2014 

To Date: 12/10/2014 

(The date range cannot exceed 7 days)

2. Select Import FCL Bills/Declarations under Document Type

 **Search Documents**

1
Document Search

2
Compute Charges


3
Confirm Charges


* Document Type:

Import FCL DO
Import FCL Bills/Declarations
Import FCL DO
Import LCL Bills/Declaration
Export Bills/Declarations
Cargo Transfer Bill

* Pay For: ☐ Own Document
☐ Third Party Document

Document Number:

From Date: 25/09/2014 

To Date: 01/10/2014 

(The date range cannot exceed 7 days)

DP World Payment – FCL DO Payment

3. Select Own Document if the Declaration has been either created by you or belongs to you;
OR Select Third Party if you are making the payment on behalf of someone else.

The screenshot shows the 'Search Documents' window with a three-step process: 1. Document Search, 2. Compute Charges, and 3. Confirm Charges. The 'Document Type' is set to 'Import FCL DO'. Under '* Pay For:', the 'Own Document' radio button is selected, with a callout stating 'If the document has been created by you or belongs to you'. The 'Third Party Document' radio button is unselected, with a callout stating 'If the document has not been created by you or does not belong to you'. The 'Document Number' field is empty. The 'From Date' is '25/09/2014' and the 'To Date' is '01/10/2014', with a note '(The date range cannot exceed 7 days)'. A 'Search' button is visible.

4. If selected "**Own Document**" Search for the Bill/Declaration by using either:
 - a. Document Number (Bill/Declaration) - Type in your bill number in the field and click **Search**

This screenshot shows the same 'Search Documents' window, but the 'Document Number' field is now filled with '1400001177' and is highlighted with a black border. The 'Search' button is pointed to by a callout that says 'Click Search'. The other fields and options remain the same as in the previous screenshot.

Note: bill/Declaration issue date should be covered in the entered date range.

DP World Payment – FCL DO Payment



* Document Type:

* Pay For: ☒ Own Document
☐ Third Party Document

Document Number:

From Date:
To Date:

(The date range cannot exceed 7 days)

Available List of Import FCL DO

[View Notes](#)

One item found.

<input checked="" type="checkbox"/>	DO Number	DO Date	Clearance	No of Container	Consignee Name	Payment Txn Id
<input checked="" type="checkbox"/>	1400001177	26/09/2014	1	5	SONY GULF FZE	

Select the DO Number
and click Next

Note: If Third Party Document is Selected then the Document Number is Mandatory and the Date Range becomes Disabled.



* Document Type:

* Pay For: ☐ Own Document
☒ Third Party Document

Document Number:

From Date:

To Date:

(The date range cannot exceed 7 days)

If Third Party Document
is Selected then the
Document Number is
mandatory and the
Date Range becomes
disabled

b. Bill/Dec Date - Enter a date range in the fields.

Note: date range should be a maximum of 7 days for the last 3 months' Bills/Dec. only

DP World Payment – FCL DO Payment

1 Document Search → 2 Compute Charges → 3 Confirm Charges

* Document Type: Import FCL DO

* Pay For: ☒ Own Document
☐ Third Party Document

Document Number:

From Date: 25/09/2014

To Date: 01/10/2014

(The date range cannot exceed 7 days)

5. Click on **Search**

From Date: 25/09/2014

To Date: 01/10/2014

(The date range cannot exceed 7 days)

6. After clicking on Search, a list of FCL Bills will be displayed.

System shows bills cleared /generated in the specified date range.

Note: Bill Clearance indicates to how many payments were done for this particular bill.

1 Document Search → 2 Compute Charges → 3 Confirm Charges

* Document Type: Import FCL DO

* Pay For: ☒ Own Document
☐ Third Party Document

Document Number:

From Date: 25/09/2014

To Date: 01/10/2014

(The date range cannot exceed 7 days)

Available List of Import FCL DO

[View Notes](#)

46 items found, displaying 1 to 10. [First/ Previous] 1, 2, 3, 4, 5 [Next/ Last]

<input type="checkbox"/>	DO Number	DO Date	Clearance	No of Container	Consignee Name	Payment Txn Id
<input type="checkbox"/>	1400001177	26/09/2014	1	5	SONY GULF FZE	
<input type="checkbox"/>	1400001178	26/09/2014	1	5	SONY GULF FZE	

DP World Payment – FCL DO Payment

7. Select the Bill(s)/ Declaration(s)

Note: you can select multiple Bills / Declaration but the total number of containers for all selected bills should not exceed 100. But if only one Bill/Declaration is selected it may exceed 100.

<input type="checkbox"/>	DO Number	DO Date	Clearance	No of Container	Consignee Name	Payment Txn Id
<input checked="" type="checkbox"/>	1400001177	26/09/2014	1	5	SONY GULF FZE	
<input checked="" type="checkbox"/>	1400001178	26/09/2014	1	5	SONY GULF FZE	
<input type="checkbox"/>	1400001183	29/09/2014	1	5	SONY GULF FZE	

[Next](#)

8. Click on **Next**



II. Compute Charges

1. The following page will be displayed

Documents and the Amounts

1 Document Search

2 Compute Charges

3 Confirm Charges

DO Number	Container	Amount	Haulier		
1400001177	5	7950		<input type="text"/>	Details

Enter or Search to Nominate the Haulier

Total

5

7950

Previous

Next

2. Click on **Details** to update Document Details

DP World Payment – FCL DO Payment

1
Document Search

2
Compute Charges

3
Confirm Charges

Documents List				
DO Number	Container	Amount	Haulier	
1400001177	5	7950		<input type="text"/> Details

Click on Details

- Document Details will display
- Review / Update the document details and then click on **ReCompute**
- Click **Save** to Save the information and go back to Previous Screen

Document Details

Bill Number:

Bill Clearance: 1

Main Agent: A180 - MAERSK KANOO UAE LLC

DO No: 1400001252

Consignee: F7100 - SONY GULF FZE

Vessel: TAYMA

Port Of Discharge: Jebel Ali

Bill Date: 08/10/2014

B/E Type Descr: Normal B/E

Rotation: 102222

DO Date: 08/10/2014

Clr Agent: -

BOL Number: DVB47

Arrival Date: 28/05/2014

Containers

Apply Dates

<input checked="" type="checkbox"/>	Container No	Clr	Lth	Location	Storage Date	* Reefer Date	DO Validity	Amount	
<input checked="" type="checkbox"/>	TYU000117	1	20	T3	12/10/2014	<input type="text"/>	08/10/2014	21250	Details
<input checked="" type="checkbox"/>	TYU100108	1	20	T3	12/10/2014	<input type="text"/>	08/10/2014	22300	Details

To Extend Storage Date

To Extend Reefer Date

Document Processing Charge

50

Total

43600

Customer Reference Number:

Enter Your (Customer) Reference Number if Required

* Cannot change Reefer Date as container is not yet connected.

Save

ReCompute

Click Save to go back to Previous screen *Click to ReCompute Charges*

Click on Details to add additional services for the container

- If additional services required then click on **Details**

DP World Payment – FCL DO Payment

Charges Documents and the Amounts

Container Details

Container No : IGOB170740 Desig : FCL
Length : 20 ISO : STD - STANDARD
Discharge Date : 17/07/2014 14:54 Status : LANDED-FROM VESSEL
Content : COTTONS Connect Date :

Container Charges

Tariff Description	From Date	Time	To Date	Time	Days	Pe
Container Storage Charges Import Full 20'	09/10/2014		12/10/2014		4	
						Total Amount

Services:

Please Select
Please Select
UNSTUFF TO COLD STORE
UNSTUFF TO COOL STORE
NO PLAN MOVES
UNSTUFF TO OWN TRUCK
MOVE TO CFS
UNSTUFF VEHICLE TO CFS
UNSTUFF TO GENERAL CARGO
FCL CROSS - STUFFING

 Vehicle Type: Vehicle Count:

Click to ReCompute charges then Click Save

- Click **Recompute** to update charges and then Click **Save** to go back to previous Screen.
- Click **Next** to Proceed to Next Screen

1 Document Search → 2 Compute Charges → 3 Confirm Charges

Documents List

DO Number	Container	Amount	Haulier
1400001177	5	7950	<input type="text"/>

Total 5 7950

III. Confirm Charges

- Select the Mode of Payment (e-Payment or Advance Deposit Account) then Click **Confirm** to pay the charges.

DP World Payment – FCL DO Payment

The screenshot shows a web application titled "Confirm Charges". At the top, there is a progress bar with three steps: 1. Document Search, 2. Compute Charges, and 3. Confirm Charges. The third step is currently active and highlighted in blue. Below the progress bar is a "Document List" table with two columns: "Bill Number" and "Haulier Name". The table contains two rows of data:

Bill Number	Haulier Name
101-08101403-14	
101-08101404-14	

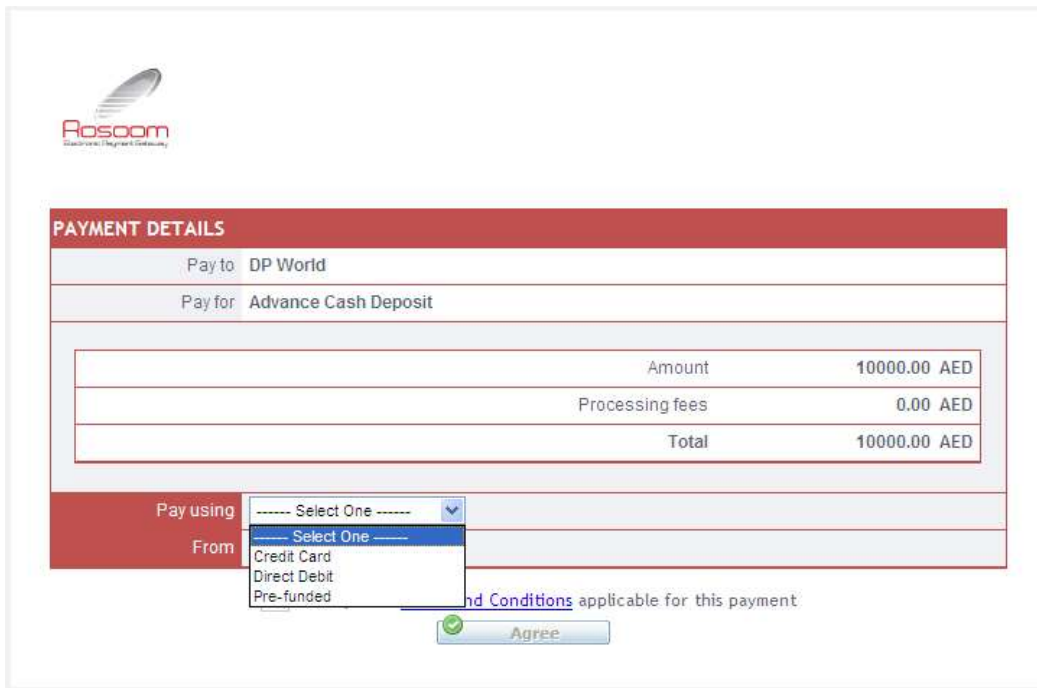
Below the table is a "Total" section. Underneath, there is a "Mode Of Payment" section with two radio buttons: "e-Payment" and "Against Advance Deposit (Available Balance = 411.0)". To the right of these options, there is a text instruction: "Select Mode of Payment then click Confirm". At the bottom, there are two buttons: "Previous" and "Confirm". To the left of the "Previous" button, there is a text instruction: "Click Previous to go back to Previous Screen".

2.1 e-Payment: select the payment mode then tick accept and click on Agree.

The screenshot shows a section for agreeing to terms and conditions. It contains a checkbox that is checked, followed by the text "I accept the Terms and Conditions applicable for this payment". Below this text is a green checkmark icon and a button labeled "Agree".

System displays Rosoom (the Centralized e-Payment Gateway)

DP World Payment – FCL DO Payment



The screenshot shows the Rosoom payment interface. At the top left is the Rosoom logo with the tagline "Classroom | Payment | Gateway". Below the logo is a red header bar labeled "PAYMENT DETAILS". Under this header, there are two rows: "Pay to DP World" and "Pay for Advance Cash Deposit". Below these is a table with three rows: "Amount 10000.00 AED", "Processing fees 0.00 AED", and "Total 10000.00 AED". Below the table, there are two dropdown menus: "Pay using" and "From". The "Pay using" dropdown is currently set to "Select One". The "From" dropdown is open, showing options: "Select One", "Credit Card", "Direct Debit", and "Pre-funded". Below the dropdowns, there is a link "and Conditions applicable for this payment" and a green "Agree" button.

PAYMENT DETAILS	
Pay to	DP World
Pay for	Advance Cash Deposit
Amount	10000.00 AED
Processing fees	0.00 AED
Total	10000.00 AED

Pay using: Select One
From: Select One, Credit Card, Direct Debit, Pre-funded

[and Conditions](#) applicable for this payment

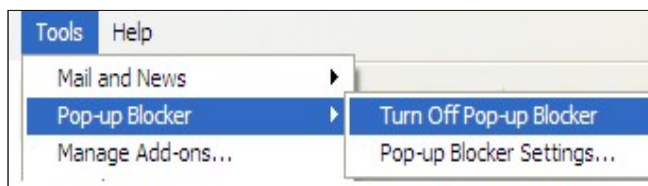
Agree

- **E-Payment**

- ✚ Credit Cards
- ✚ Direct Debit
- ✚ Pre-Funded

Note: ensure pop-up blocker is turned off

Go to Tools > Pop-up Blocker



- ✚ **Credit Card (Visa & Master)**

DP World Payment – FCL DO Payment



PAYMENT DETAILS

Pay to: DP World

Pay for: DP WORLD e-PAYMENT

Amount	15710.00 AED
Processing fees	0.00 AED
Total	15710.00 AED

Pay using: Credit Card

From: MasterCard

Wait until you are redirected back to Merchant page
Please ensure pop-up blocker is turned off

☒ I accept the [Terms and Conditions](#) applicable for this payment

After clicking the agree button, system will redirect you to the payment page



Payment | Review | Receipt

Payment Details

* Required field

Card Type *

☐ VISA Visa ☒ MasterCard

Card Number *

CVN *

This code is a three or four digit number printed on the back or front of credit cards.

Expiration Date *

01 2014

Your Order

Total amount 10.00

Note: system remembers your selection before landing to this page i.e. Master or Visa card. However, you can still change it

YOU CAN:


1. **Cancel Order:** (cancel the payment and revert back to DT)

Your Order

Total amount 10.00

DP World Payment – FCL DO Payment

System will ask for your confirmation, and then displays the cancel message

 Payment was not successful. Gate advice has not been generated due to payment failure.




GC Gate Advice

Transaction No.: 5000000207

New Request

2. Proceed with the payment:

- Fill out your card details and click Next



Payment

Review

Receipt

Payment Details

* Required field

Card Type *


☐ VISA Visa

☐ MasterCard

Card Number *

CVN *

This code is a three or four digit number printed on the back or front of credit cards.



Expiration Date *

01

2014

Next

- Review your card details

DP World Payment – FCL DO Payment

Payment Review Receipt

Review your Order

Payment Details [Edit Details](#)

Card Type: MasterCard

Card Number: xxxxxxxxxxxx2346

Expiration Date: 05-2017

Your Order [Cancel Order](#)

Total amount: 10.00 د.إ.

[Back](#) [Pay](#)

Note: you can still, edit card details, cancel this transaction or go back to the previous step.

c. Confirm the Payment: click the "Pay" button

System will ask to redirect you back to Dubai Trade page, click "Yes"

Then DT page will show your transaction details as follows:

Direct Debit

You can do online banking with the following Banks:

- CBD >> Attejari
- CBD >> iBusiness
- Dubai Islamic Bank
- Emirates NBD >> e-Wallet
- HSBC
- Std. Chartered Bank >> iBanking
- Std. Chartered Bank >> Straight2Bank

Pre-Funded


Rosoom Wallet

Note: after clicking on Pay; wait until you are redirected back to Dubai Trade.

- System confirms that transaction was completed successfully and gives the e-Receipt number.

DP World Payment – FCL DO Payment

Note: incase of any failure payment system blocks the selected Bill(s) and gives the Transaction ID until getting the confirmation from the financial institution (Merchant) about the payment status.

	Bill Number	Bill Date	Bill Clearance	No Of Containers	Transaction ID
	101-06110809-08	04-JAN-09	2	1	1000003588

2.2 Advance Deposit: select the payment mode then click on confirm.

Confirm Charges	
Bill Number	Haulier Name
101-00001015-08	
Total 300	
Mode of Payment : <input type="radio"/> e-Payment	
<input checked="" type="radio"/> Against Advance Deposit (Balance = 79715)	
<div>Confirm Back</div>	






If the amount is available, then system confirms the payment and gives the e-Receipt number

Transaction completed successfully.
Receipt Number(s) : 34422910

Print Receipt

❖ You can print/save/view receipt by clicking on Print Receipt

❖ You can check the payment history for any Bill by clicking on history button located in front of the Bill number

	Bill Number	Bill Date	Bill Clearance	No Of Containers
	101-06110809-08	04-JAN-09	2	1
	101-00001015-08	04-JAN-09	32	1
	<div>History</div> 101-00001028-08	04-JAN-09	14	1
	101-00001029-08	04-JAN-09	16	1
	101-04110812-08	04-JAN-09	7	1

DP World Payment – FCL DO Payment