



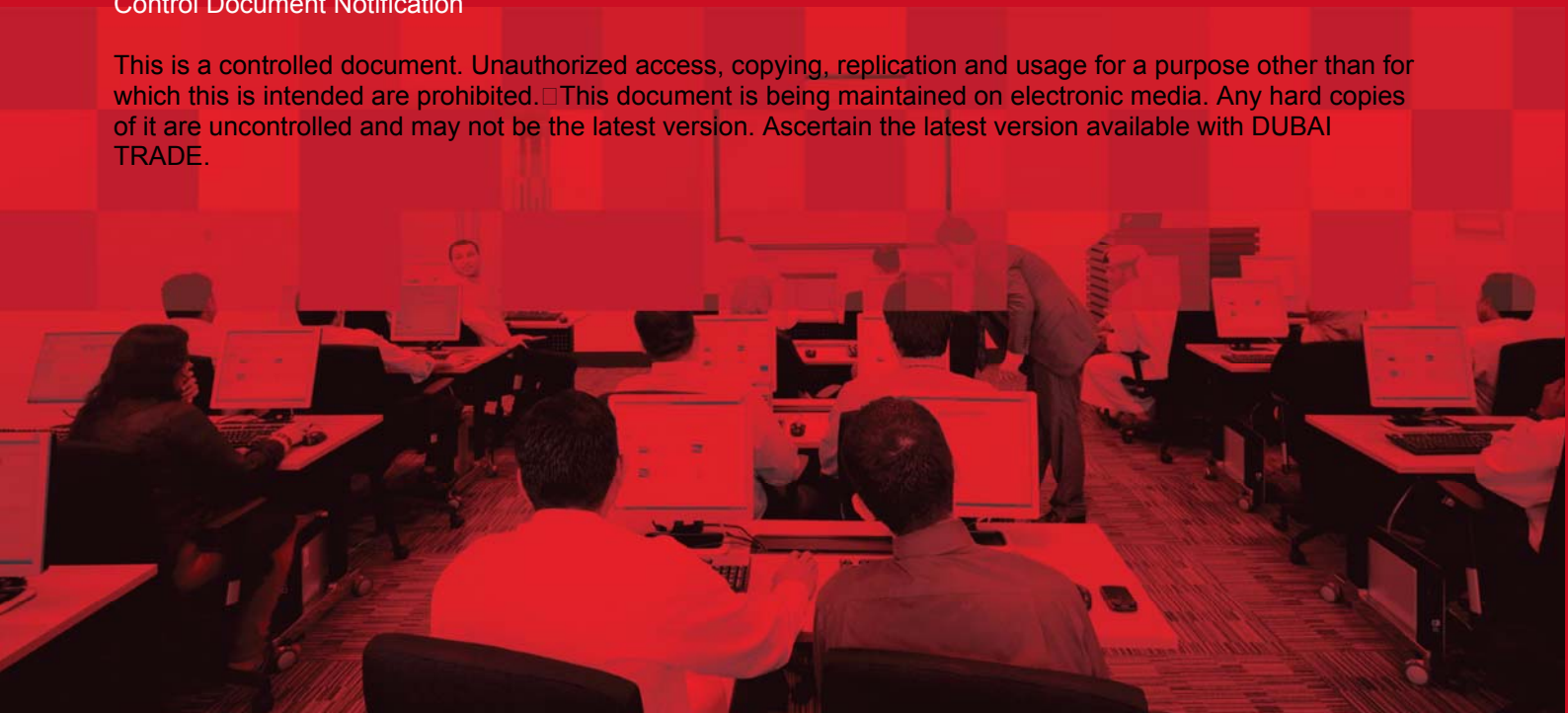
# DP World Container Request Report User's Manual

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# Container Request Report

## DOCUMENT DETAILS

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### Document Information

Document Name	Container Request Report
Project Name	Container Request Report
Business Unit	DP World
Author(s)	DT Training Dept.
Last Updated Date	11 <sup>th</sup> 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


# Container Request Report

*This service enables Box Agents to generate a report for their Container Requests Created.*

## Navigation:

1. Login to **Dubai Trade**
2. Go to **Reports** from the menu on the left
3. Then Go to **Container Request Report**

*The below screen will be displayed*



Container Request Report

Rotation Number

From Date

To Date

Instruction Type \*

User ID

4. Enter the **Rotation Number OR** Select the **From Date/Time** and **To Date/Time** from the Calendar



Container Request Report

Rotation Number

From Date

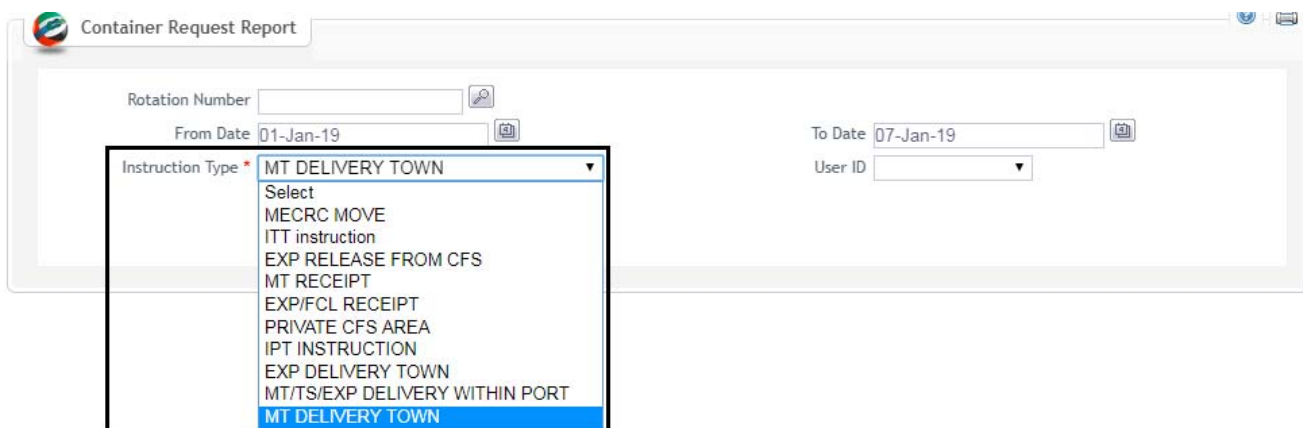
To Date

Instruction Type \*

User ID

**NOTE: Date Range should not exceed 7 days.**

5. Select the Instruction Type



Container Request Report

Rotation Number

From Date

To Date

User ID

Instruction Type \*

- Select
- MECRC MOVE
- ITT instruction
- EXP RELEASE FROM CFS
- MT RECEIPT
- EXP/FCL RECEIPT
- PRIVATE CFS AREA
- IPT INSTRUCTION
- EXP DELIVERY TOWN
- MT/TS/EXP DELIVERY WITHIN PORT
- MT DELIVERY TOWN

6. Select the **User ID (Optional)**

# Container Request Report

Container Request Report

Rotation Number

From Date

To Date

Instruction Type \*

User ID

## 7. Click **Download**

Container Request Report

Rotation Number

From Date

To Date

Instruction Type \*

User ID

*The below report of Container Requests created will be downloaded in Excel format*

Rotation	Vessel	Date	Agent Reference	Shipper Code	Shipper	Hauler Code	Hauler	Instruction Detail Type	Container Type	Container Size	Requested Containers	Delivered Containers	Container No.	Container Category	Container Category
202145	OSHA ALLIANCE-232510	06-JAN-2019 18:10	00112018	1105574	MAERSK KANOO UAE LLC			MT OUT EXP IN SAME PORT	FLC	40	10	2	000P271201 1	Storage	MT
202146	TAYMA-23251F	06-JAN-2019 08:57	00F EXPMT	1105573	MAERSK KANOO UAE LLC H00001		DETROIT SHIPPING L.L.C	MT OUT EXP IN SAME PORT	FLC	40	10	2	000P271201 1	Storage	MT

# Container Request Report

