



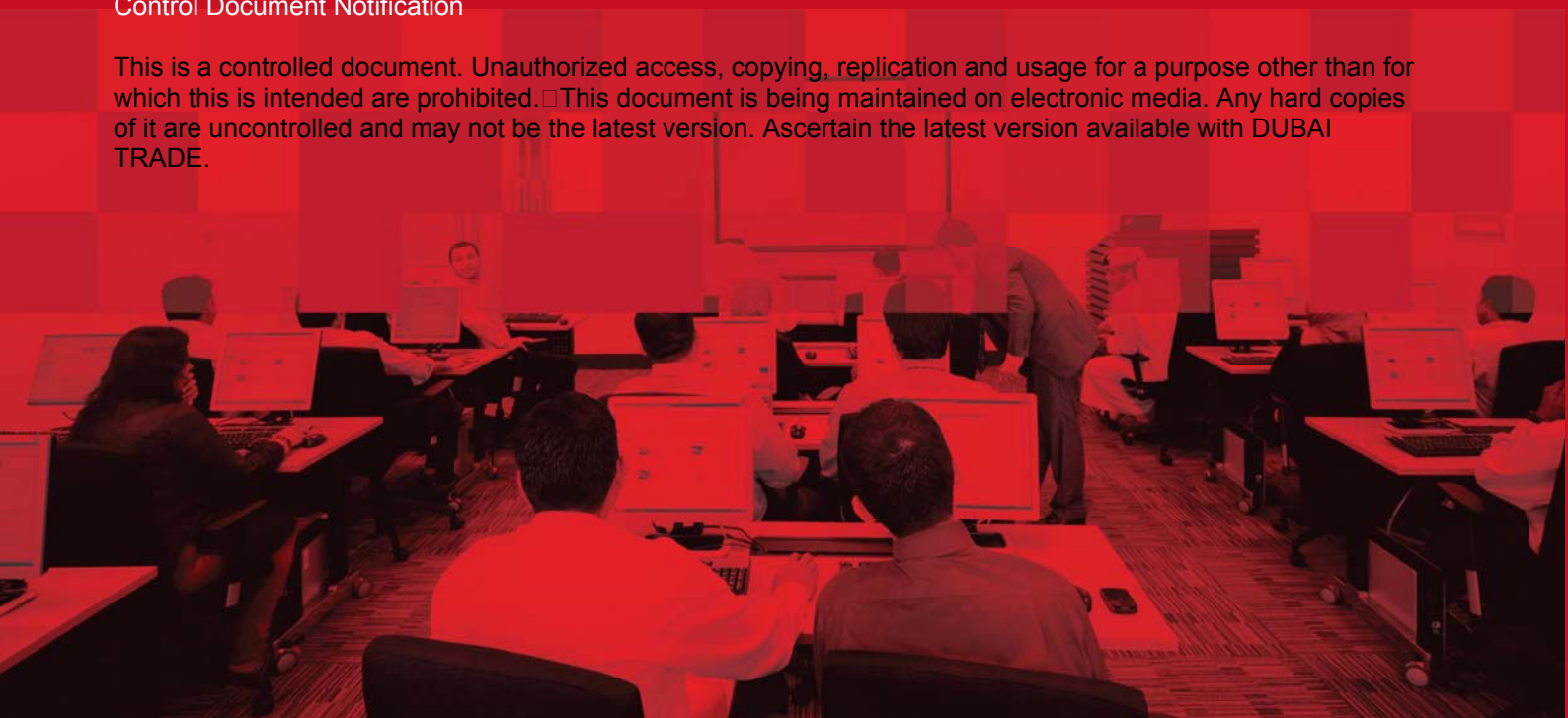
DP World e-GatePass Report User's Manual

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e-GatePass Report

DOCUMENT DETAILS

Document Information

Document Name	e-GatePass Report
Project Name	e-GatePass Report
Business Unit	DP World
Author(s)	DT Training Dept.
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Current Version	1.0

Revision History

Version	Date	Author	Designation	Description of change

Approval History

Version	Date	Name	Designation	Comments

Distribution

Version	Location

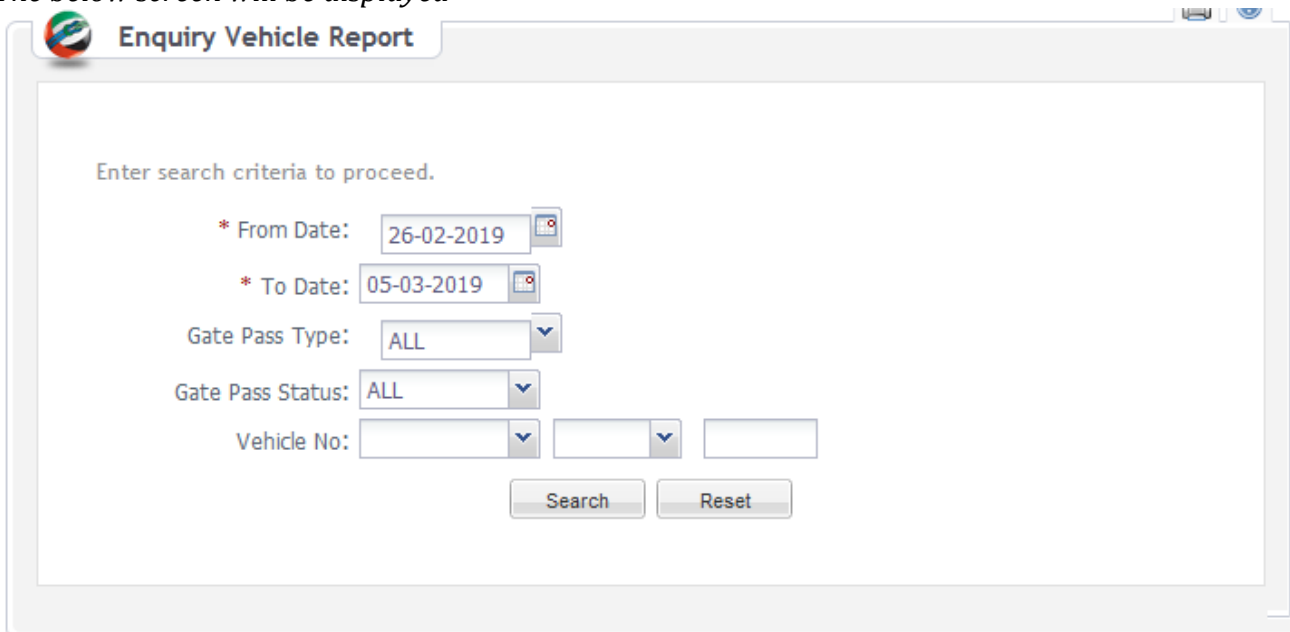
e-GatePass Report

This service enables Users to generate a report for e-GatePass(s) Generated.

Navigation:

1. Login to **Dubai Trade**
2. Go to **Reports** from the menu on the left
3. Then Go to **e-GatePass Report**

The below screen will be displayed



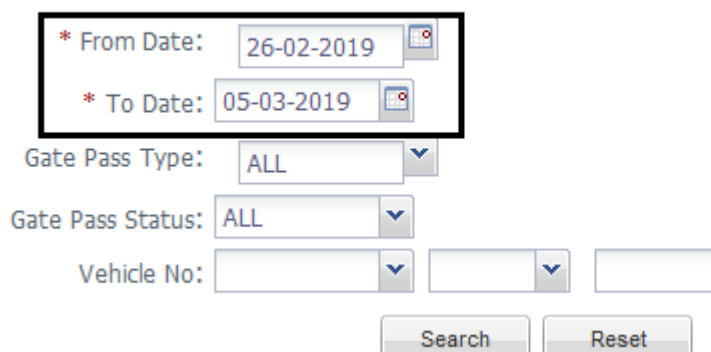
The screenshot shows a web application window titled "Enquiry Vehicle Report". Inside the window, there is a form with the instruction "Enter search criteria to proceed." The form contains the following fields: "From Date:" with a date picker set to "26-02-2019", "To Date:" with a date picker set to "05-03-2019", "Gate Pass Type:" with a dropdown menu set to "ALL", "Gate Pass Status:" with a dropdown menu set to "ALL", and "Vehicle No:" with three separate dropdown menus. At the bottom of the form are two buttons: "Search" and "Reset".

Procedure:

1. Select the **From Date/Time** and **To Date/Time** from the Calendar

NOTE: Date Range should not exceed 7 days

Enter search criteria to proceed.



This is a close-up view of the form fields. A black rectangular box highlights the "From Date:" and "To Date:" fields, which are set to "26-02-2019" and "05-03-2019" respectively. Below these are the "Gate Pass Type:" and "Gate Pass Status:" dropdown menus, both set to "ALL". The "Vehicle No:" field consists of three dropdown menus. At the bottom are the "Search" and "Reset" buttons.

e-GatePass Report

2. Select Gate Pass Type, Gate Pass Status OR Vehicle Number (Optional)

Enter search criteria to proceed.

* From Date:

* To Date:

Gate Pass Type:

Gate Pass Status:

Vehicle No:

3. Select Gate Pass Type, Gate Pass Status OR Vehicle Number (Optional)

Enter search criteria to proceed.

* From Date:


* To Date:

Gate Pass Type:

Gate Pass Status:

Vehicle No:

The below report will be displayed

 <p>موانئ دبي العالمية DP WORLD</p>	<p>DP WORLD UAE REGION FZE P.O. BOX 17000, JA, DUBAI, UAE Telephone : 04-8897797 Email : Customerservice@dpworld.com Website : www.dpworld.ae</p> <p>Report Date 05-03-2019 11:11</p>
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