



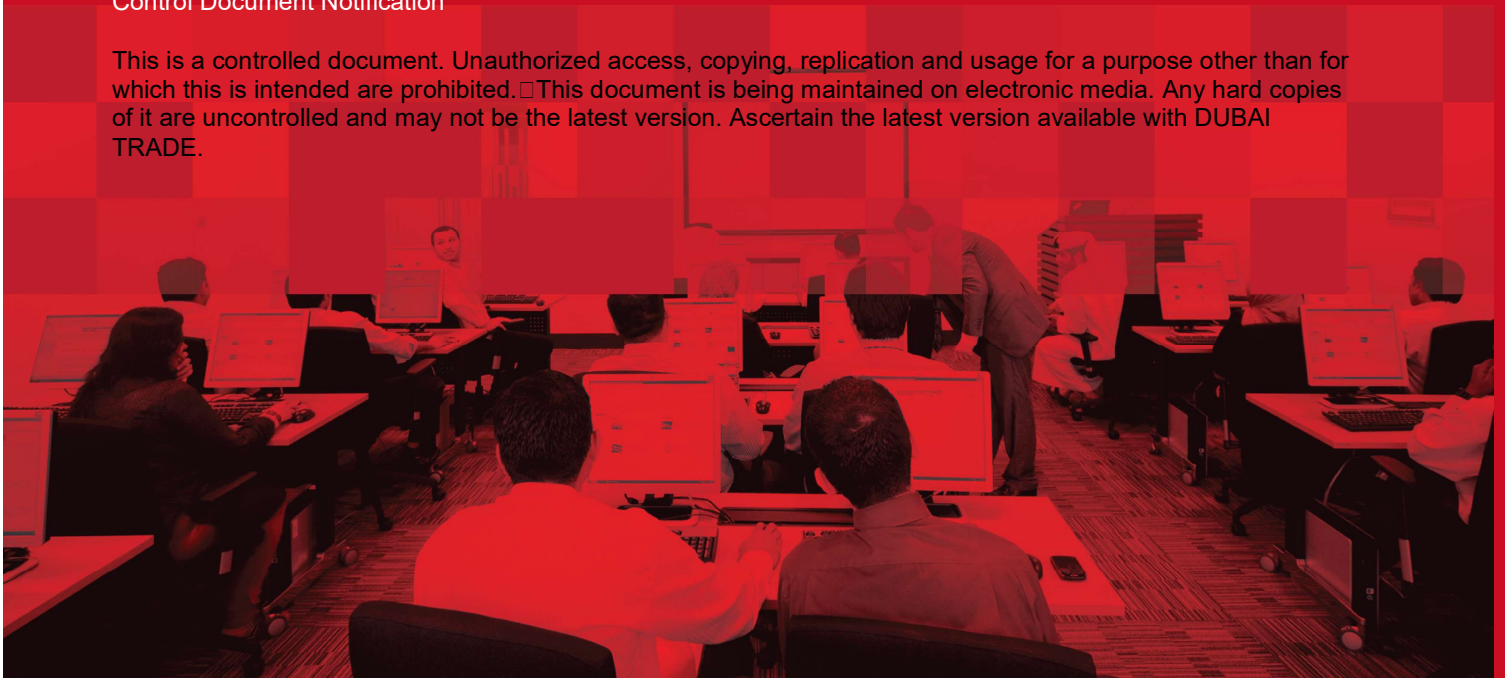
DP World Shipping Service Schedule – Amend User's Manual

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Amend – Shipping Service Schedule

DOCUMENT DETAILS

Document Information

Document Name	Shipping Service Schedule – Amend
Project Name	Shipping Service Schedule – Amend
Business Unit	DP World
Author(s)	DT Training Dept.
Last Updated Date	17 th May, 2020
Current Version	2.0

Revision History

Version	Date	Author	Designation	Description of change

Approval History

Version	Date	Name	Designation	Comments

Distribution

Version	Location

Amend – Shipping Service Schedule

This service enables Vessel Agents to amend shipping service schedules online.

Please Note:

- Partner Line can add or remove his vessel from shipping service schedule submitted by main line.
- Partner Line can change start and end date of his vessel from schedules submitted by main line.
- Any changes from Partner Line to existing schedules will go for approval.

Navigation:

1. Login to **Dubai Trade**
2. Go to **Amend**
3. Click **Shipping Service Schedule**

The below screen will be displayed

Amend Shipping Service Schedule

Search By

Agent Reference No
Enter Input Text

Line
Enter Input Text

Shipping Service Code
Enter Input Text

Service Type
--Please select--

Service Category
--Please select--

Status
--Please Select--

Service Start Date

Service End Date

Search Reset

Procedure:

1. Enter any of the Search criteria and click **Search**

Amend Shipping Service Schedule

Search By

Agent Reference No
Enter Input Text

Line
Enter Input Text

Shipping Service Code
Enter Input Text

Service Type
--Please select--

Service Category
--Please select--

Status
--Please Select--

Service Start Date

Service End Date

Search Reset

Amend – Shipping Service Schedule

The below details will be displayed

Results

Agent Ref No	Service Code	Service Name	Leader Line	Service Type	Service Categor...	Start Date	End Date	Status	Action
TESTREF1	TESTREF1	TESTREF1	MSK	Common Carrier	Normal	02-Sep-20 13:35	14-Apr-21 13:35	Pending With Co...	<div>Detail</div>
ZT-1305-1	ZT-13051	TEST SERVICE FO...	MSK	Main Liner	Normal	01-Dec-20 10:38	31-Dec-25 10:38	Pending With Be...	
REF482	S0482	S0482	MSK	Common Carrier	East Bound Nor...	01-Feb-20 00:00	31-Jan-49 00:00	Pending With Be...	
REF481	C481	RR_SHIPPINGS	SCL	Common Carrier	East Bound Nor...	01-Feb-20 14:27	30-Apr-20 14:27	Pending With Co...	<div>Detail</div>
testsph1	SHA122	SHA INTL LINE	MSK	Common Carrier	East Bound Nor...	21-Oct-19 08:04	28-May-20 08:04	Pending With Co...	<div>Detail</div>
AGENT04822	AGENT048	AGENT04822	SCL	Common Carrier	East Bound	01-Oct-19 11:56	11-Oct-19 11:56	Pending With Co...	<div>Detail</div>
AGENT1227	AGENT12	AGENT1227	MSK	Main Liner	Normal	05-Oct-19 00:00	01-Jan-49 00:00	Pending With Co...	<div>Detail</div>
MPTEST_290919	MPTEST_1	MPTEST_290919_N...	MSK	Common Carrier	Normal North B...	30-Sep-19 09:03	09-May-20 09:03	Approved	<div>Detail</div>
LE_250919	LE_25091	LE_250919	MSK	Common Carrier	Normal	25-Aug-19 13:33	19-May-21 13:33	Approved	<div>Detail</div>
KC12	SHJAUH	SHJAUH SERVICE	MSK	Main Liner	Normal	23-Sep-19 09:25	31-May-20 09:25	Approved	<div>Detail</div>

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2. Click on **Details** to view and amend the details

Results

Agent Ref No	Service Code	Service Name	Leader Line	Service Type	Service Categor...	Start Date	End Date	Status	Action
TESTREF1	TESTREF1	TESTREF1	MSK	Common Carrier	Normal	02-Sep-20 13:35	14-Apr-21 13:35	Pending With Co...	<div>Detail</div>
ZT-1305-1	ZT-13051	TEST SERVICE FO...	MSK	Main Liner	Normal	01-Dec-20 10:38	31-Dec-25 10:38	Pending With Be...	
REF482	S0482	S0482	MSK	Common Carrier	East Bound Nor...	01-Feb-20 00:00	31-Jan-49 00:00	Pending With Be...	
REF481	C481	RR_SHIPPINGS	SCL	Common Carrier	East Bound Nor...	01-Feb-20 14:27	30-Apr-20 14:27	Pending With Co...	<div>Detail</div>
testsph1	SHA122	SHA INTL LINE	MSK	Common Carrier	East Bound Nor...	21-Oct-19 08:04	28-May-20 08:04	Pending With Co...	<div>Detail</div>
AGENT04822	AGENT048	AGENT04822	SCL	Common Carrier	East Bound	01-Oct-19 11:56	11-Oct-19 11:56	Pending With Co...	<div>Detail</div>
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LE_250919	LE_25091	LE_250919	MSK	Common Carrier	Normal	25-Aug-19 13:33	19-May-21 13:33	Approved	<div>Detail</div>
KC12	SHJAUH	SHJAUH SERVICE	MSK	Main Liner	Normal	23-Sep-19 09:25	31-May-20 09:25	Approved	<div>Detail</div>

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NOTE: Request status **Pending with Berth Planner** and/or **Cancelled** cannot be amended

3. Amend the required details and then click **Submit**

Amend Shipping Service Schedule

* Agent Reference No
TESTREF1

* Agent
UAE LLC

* Terminal Call(Single/Multi)
Single

Approx Total Moves Per Call
100

Service Creation Date
17-May-20 13:46

* Shipping Service Leader Line
LINE

* Service Type
Common Carrier

Leader Line Move Per Call
80

* Shipping Service Code
TESTREF1

* Service Start Date
02-Sep-20 13:35

* Service Category
Normal

Leader Line Move Per Call(%)
80.0

* Shipping Service Name
TESTREF1

* Service End Date
14-Apr-21 13:35

Remarks
Enter Input Text

Status
Pending With Commercials

Terminal Details

Terminal	Category	Total Moves/call	Leader Moves/call	Leader Moves/Call %	Terminal Call Frequency	ETA	ETD	Action
TERMINAL TWO	Normal	100	80	80.0	Weekly/Wednesday	00:00		Detail Delete

Partner Lines Details

Line	Start Date	End Date	Partner Line Moves per call	Partner Line Moves percentage	Action
LINE1	02-Sep-20 13:35	14-Apr-21 13:35	20	20.0	Detail Delete

Ports Of Call Details

Port Code	Start Date	End Date	Action
AE/JEA	02-Sep-20 13:35	14-Apr-21 13:35	Detail Delete


Vessels Details


Line Code	Vessel	Start Date	End Date	Capacity	Tonnage	vessel LOA	Action
	HS	02-Sep-20 13:35	14-Apr-21 13:35	3534	35981	231.0	Detail Delete

Submit Back

Amend – Shipping Service Schedule

The below confirmation will be displayed

 Shipping Service Schedule Updated Successfully



Agent Reference No : TESTREF1
Shipping Service Code : TESTREF1
Shipping Service Name : TESTREF1
Agent : UAE LLC

[Back](#) [Notify](#) [Print](#)

- Click **Back** to go to the Amend - Shipping Service Schedule page
- Click **Notify** to send email confirmation of the request
- Click **Print** to print the confirmation of the request

Amend – Shipping Service Schedule