DP World

Tanker Berth Booking - Request
User's Manual

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Document Details

Document Information

DOCUMENT NAME	Tanker Berth Booking - Request
PROJECT NAME	
BUSINESS UNIT	DP World
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LAST UPDATED DATE	
CURRENT VERSION	

Revision History

VERSION	DATE	AUTHOR	DESIGNATION	DESCRIPTION OF CHANGE

Approval History

VERSION	DATE	NAME	DESIGNATION	COMMENTS

Distribution

VERSION	LOCATION

Tanker Berth Booking – Request

This service enables Oil Terminals Operator to book berths number 1 and 2 of DP World online.

Note: this booking can be done for vessel operations or berth maintenance

1. Login to Dubai Trade
2. Go to Request > Tanker Berth Booking

Vessel Operations:

a. Enter your Job Reference No. *Mandatory*
b. Select Berth *Mandatory*
c. Request Type (vessel operation or berth maintenance) *Mandatory*
d. Select the agent *Optional*
e. Select the line *Optional*
f. Select the vessel *Optional*
g. Select vessel category *Mandatory*
h. Indicate if loaded ship or not *Optional*
i. Indicate if contains gas or not *Optional*
j. Indicate if inerted or not *Optional*

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      k. Enter vessel after & forward drafts in meters *Optional*

      l. Select the call reason *Optional*

      m. Enter call description *Optional*

      n. Enter special instructions *Optional*

      o. Enter from date to date (range should be between 1 to 5 days) *Mandatory*

Vessel Operations:

      a. Enter your Job Reference No. *Mandatory*

      b. Select Berth *Mandatory*

      c. Request Type (vessel operation or berth maintenance) *Mandatory*

      d. Enter special instructions *Optional*

      e. Enter from date to date (range should be between 1 to 5 days) *Mandatory*

Note:

   3. Click the Submit button to proceed

System then populates the following confirmation message

YOU CAN PRINT THIS REQUEST:

YOU CAN MAKE A NEW NOTIFY:

YOU CAN ALSO MAKE A NEW BOOKING FROM NEW REQUEST OPTION