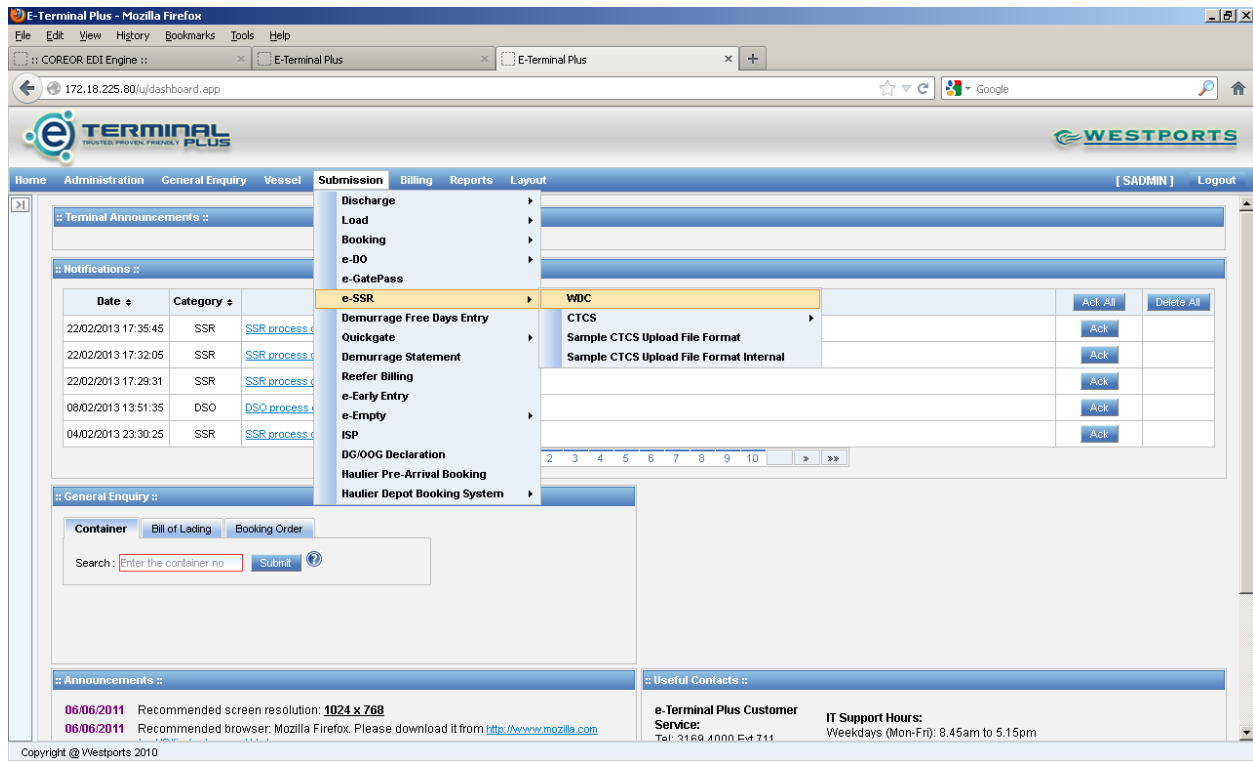


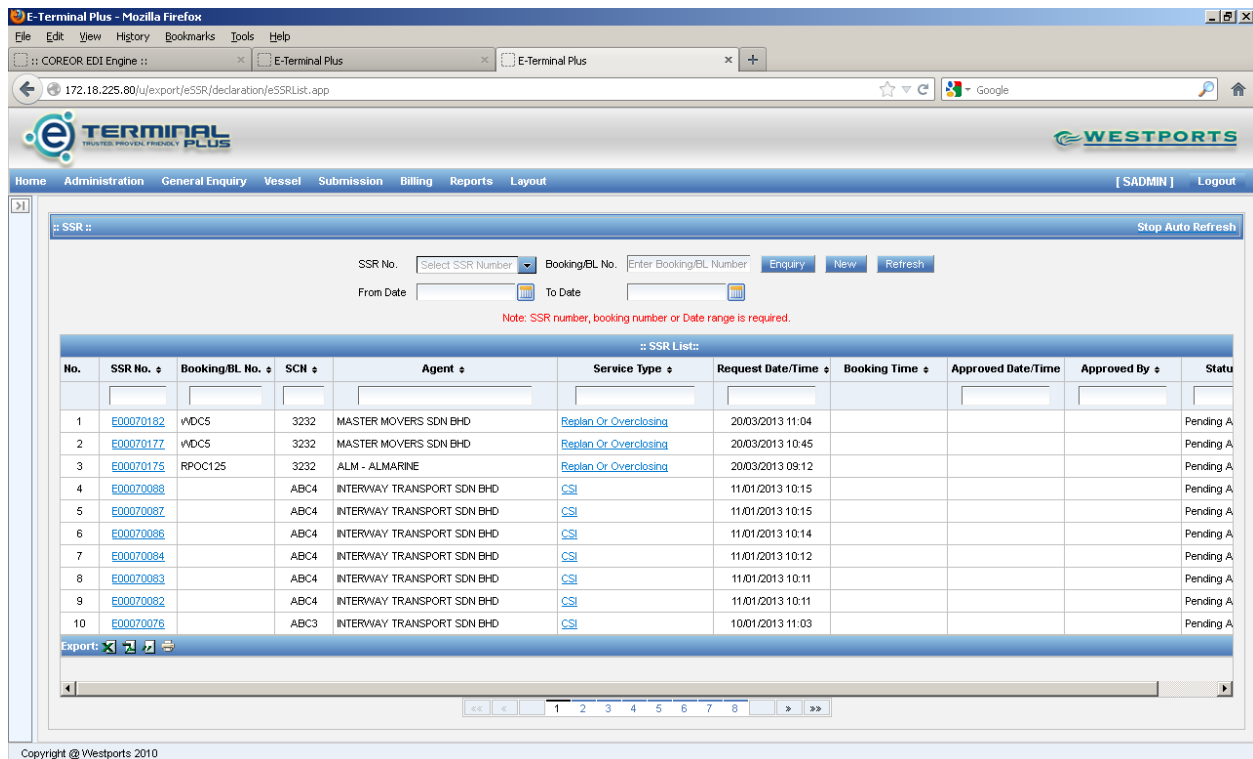
e-Terminal Plus

Overclosing & Replan eSSR Process

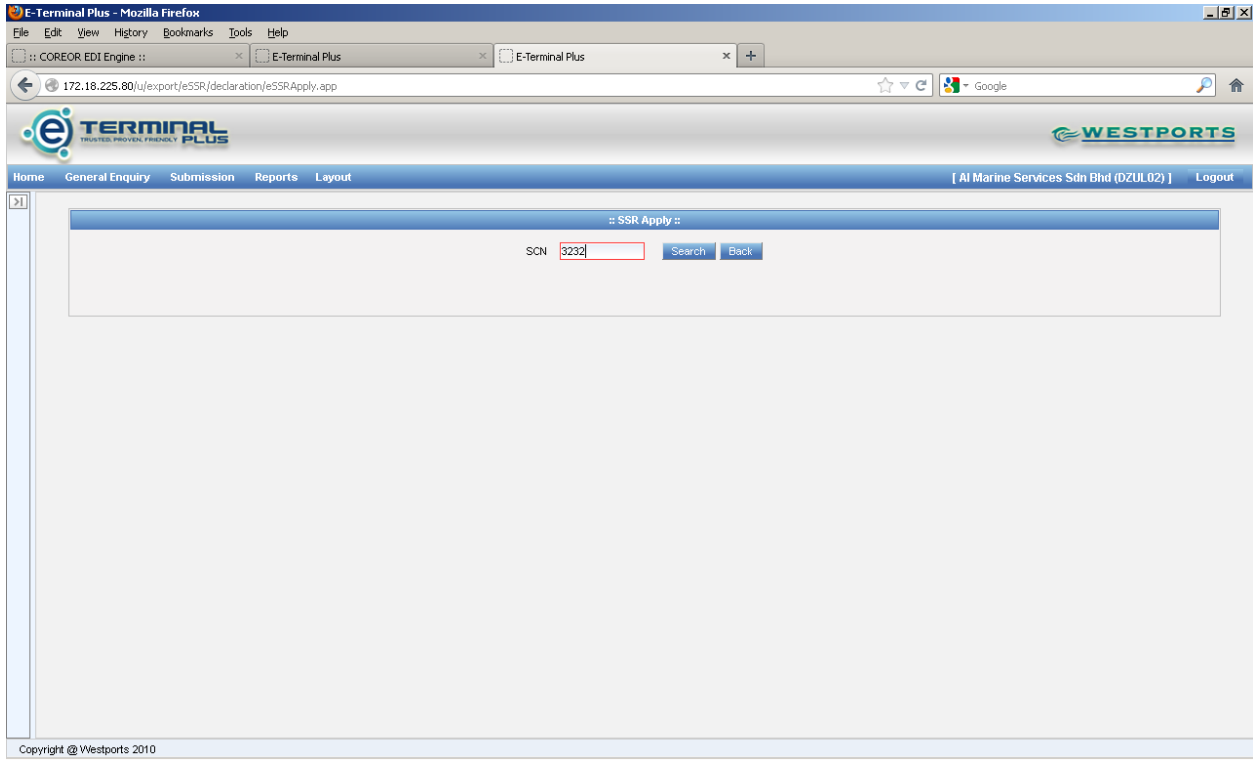
- * Please note that container must have gated-in to Westports & cleared Customs clearance before eSSR can be submitted.



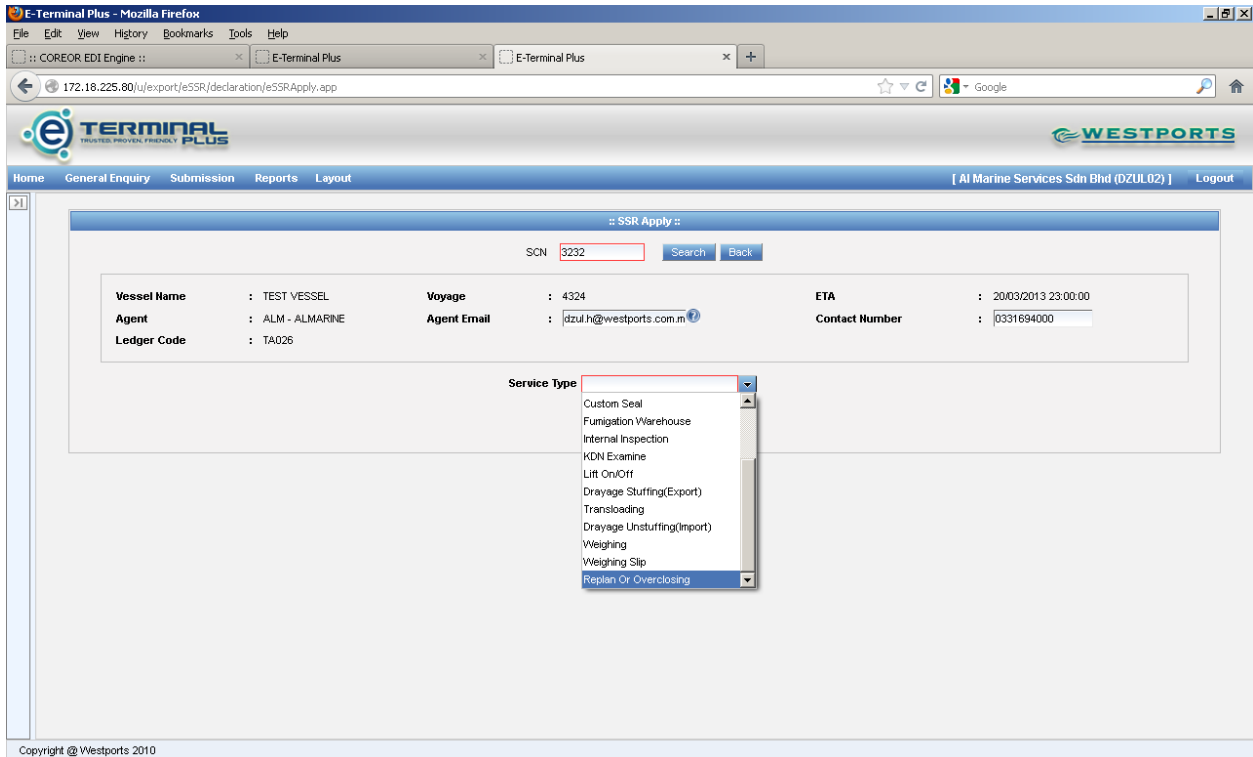
1. Select WDC option from the Submission menu in eTerminal Plus.

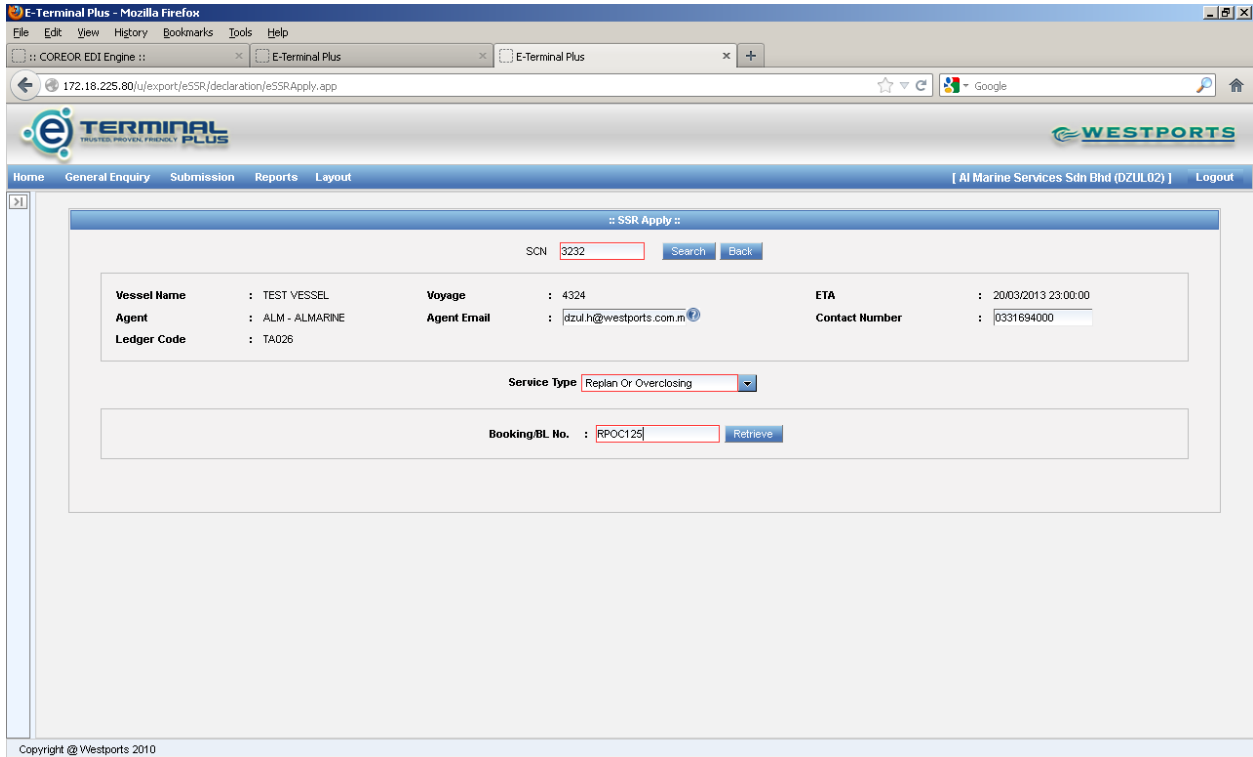


2. Select "NEW" in the SSR screen.

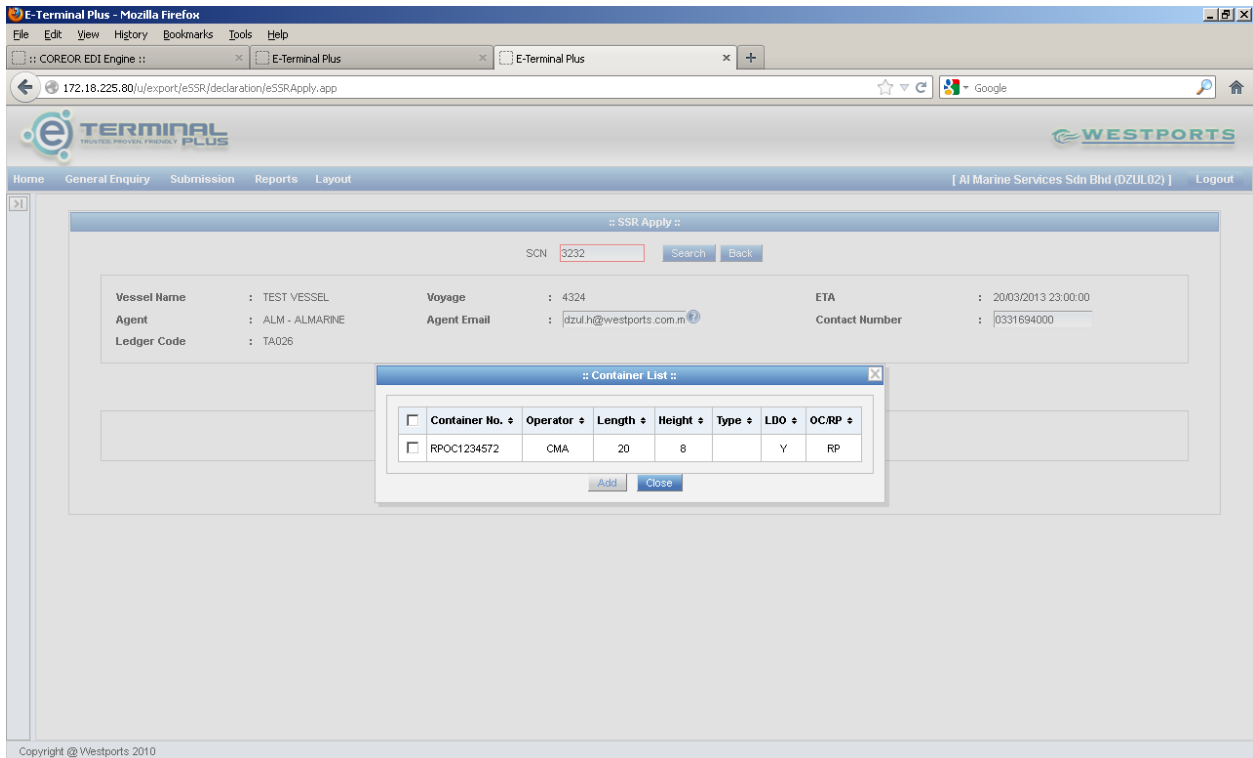


3. Enter SCN number followed by "SEARCH" button.



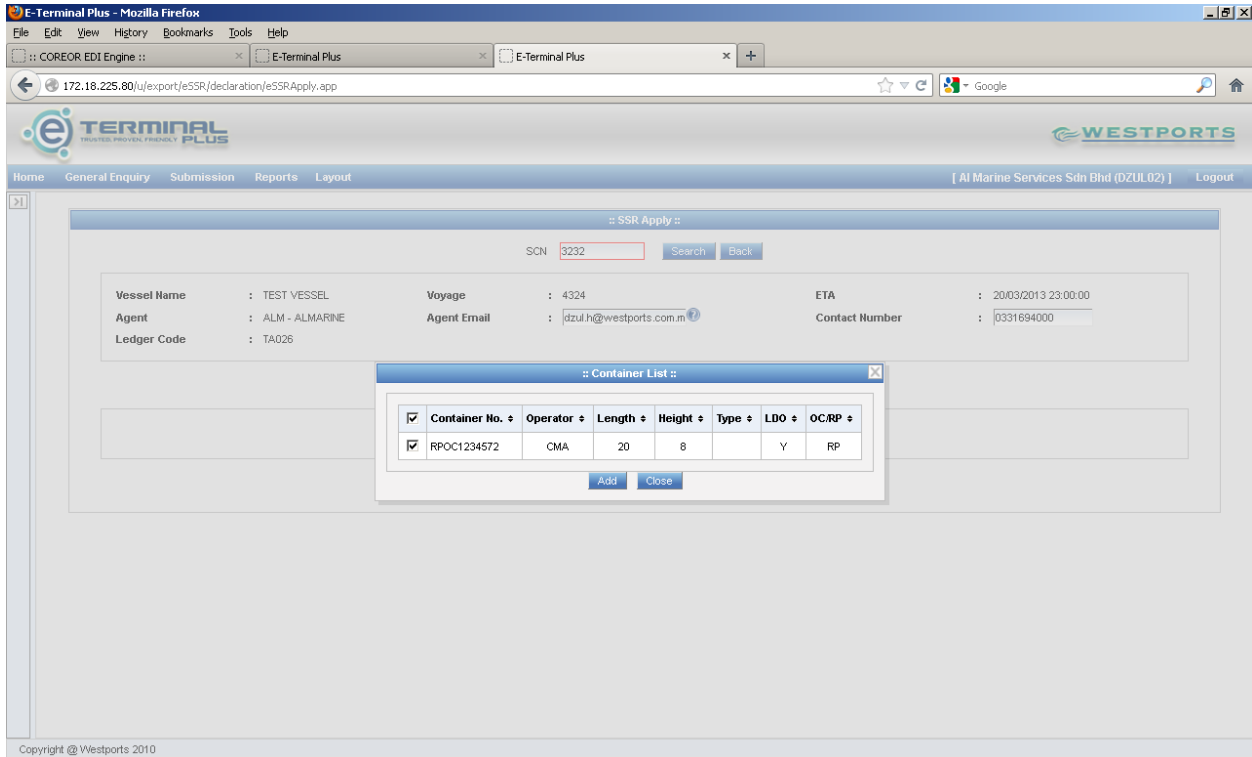


4. Select “Replan or Overclosing”, then enter BL number followed by “RETRIEVE” button.

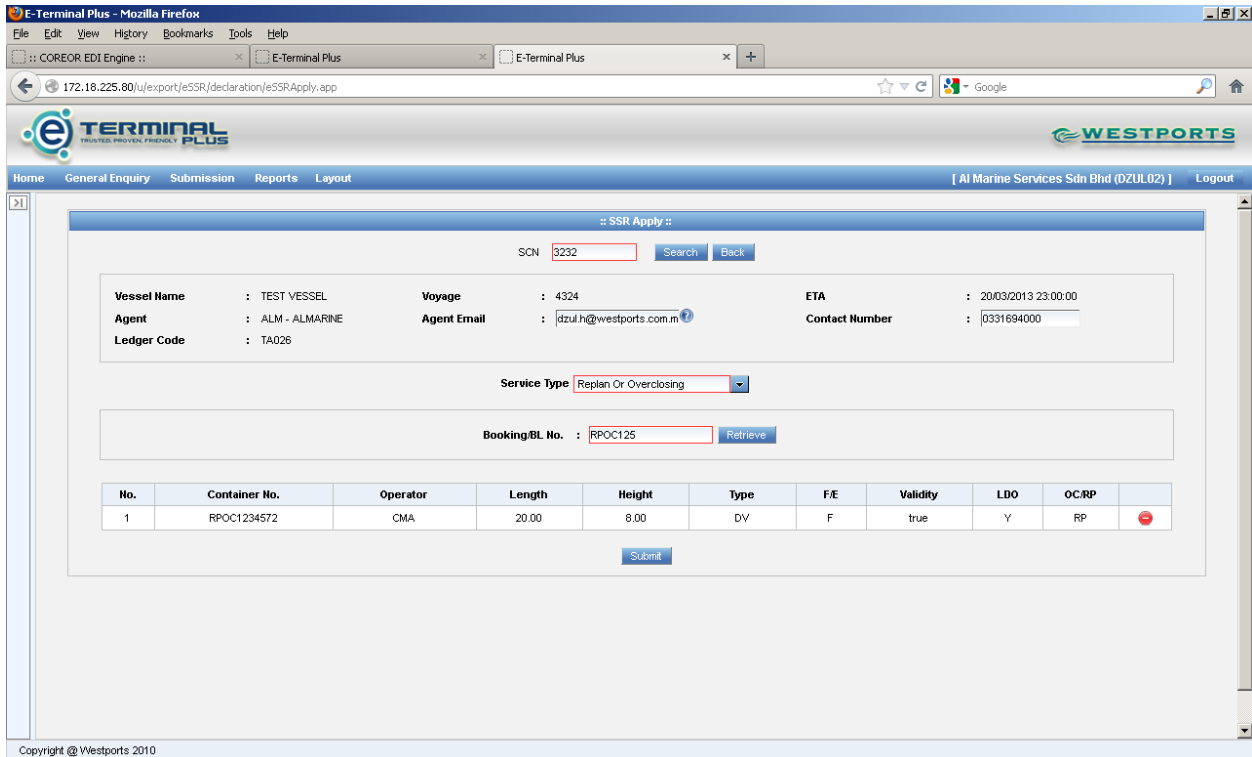


5. List of containers in Overclosing or Replan status will be displayed. The status of each container will be displayed under OCRP column.

6. Select the containers to be submitted and select “ADD” button.



7. Once verified, select the "SUBMIT" button.



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8. Once submitted, the inquiry screen will display the status as above.
9. When a container is under “Overclosing” status, it will be automatically approved and corresponding SSR charges invoiced to your ledger account. An email will be sent out to notify the requester.
10. When a container is under “Replan” status, Westports will obtain approval from shipping line prior to approve for loading. Requester will be notified by email of Replan is approved or rejected.

Sample email for requester notification.

From: WP - Ednewt
 To: Dzulkarnin Bin Ahmad Husaini
 Cc:
 Subject: E00070185 : SSR Declaration approval request for Service Type : Replan Vessel: TEST VESSEL

Sent: Fri 22/3/2013 9:17 AM

Booking/BL No : RPOC125 SCN : 3232
 SSR number : E00070185 Service Type : Replan
 Vessel : APAE Voyage : 4324
 ETA : 3/20/13 11:00 PM Agent : ALM - ALMARINE
 Ledger Code : TA026 Email : dzul.h@westports.com.my
 Contact No : 0331694000 Request Date : 3/22/13 9:16 AM
 Depot : From Location :
 To Location : Remarks :
 Fumigator Name : Fumigator Contact Number :

No	Container No.	Operator	Length	Height	Type	F/E	Status
1	RPOC1234572	CMA	20.00	8.00	DV	F	PENDING APPROVAL