



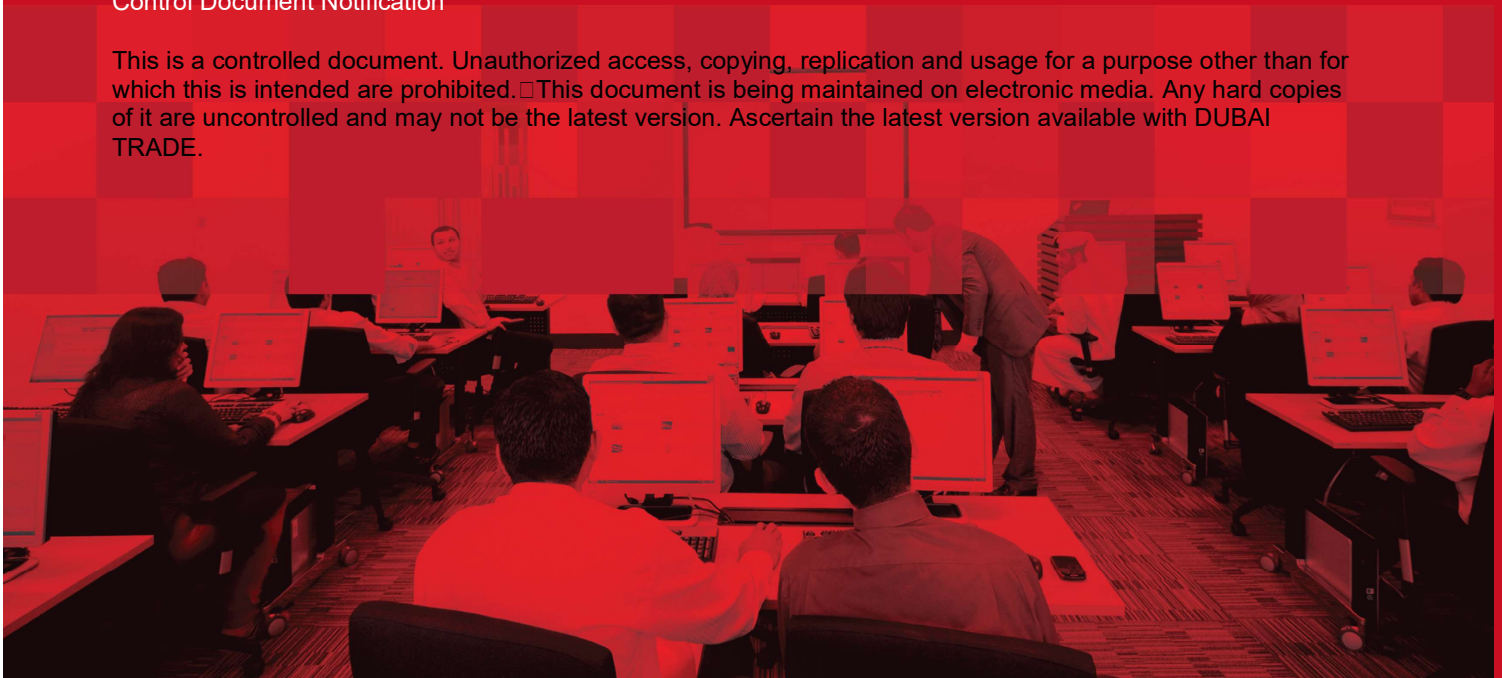
DP World e-Gate Pass Amend User's Manual

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e-Gate Pass Amend

DOCUMENT DETAILS

Document Information

Document Name	e-Gate Pass Amend
Project Name	e-Gate Pass Amend
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-Gate Pass Amend

This service enables users to Amend their e-Gate Pass

Navigation:

1. Login to **Dubai Trade**
2. Go to **Amend**
3. Then Go to **e-Gate Pass Amend**

The below screen will be displayed

The screenshot shows a web browser window titled "Amend e-Gate Pass". Inside the window, there is a form with the instruction "Enter at least one search criteria to proceed." The form contains several input fields: "Gate Pass No:", "Gate Pass Type:" (with a dropdown menu showing "ALL"), "From Date:" (with a date picker showing "23-05-2019"), "GP Reference No:", "BOE No:", "Transaction Id:", and "To Date:" (with a date picker showing "30-05-2019"). Below the form are two buttons: "Search" and "Reset". Underneath the buttons is a section titled "Result List" which contains a table with columns: "Gate Pas...", "BOE No", "Vehicle No", "Transacti...", "Gp Ref No", "Gate Pas...", "Gate Pass V...", and "Gate Pas...". At the bottom of the result list, there is a pagination bar showing "Page 1 of 1" and a small icon.

Procedure:

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

This screenshot is identical to the one above, but with a black rectangular box highlighting the search criteria fields. The box encompasses the "Gate Pass No:", "Gate Pass Type:", "From Date:", "GP Reference No:", "BOE No:", "Transaction Id:", and "To Date:" fields. Additionally, the "Search" button is also highlighted with a black rectangular box.

e-Gate Pass Amend

The below details will be displayed below

 **Amend e-Gate Pass**

Enter at least one search criteria to proceed.

Gate Pass No:

Gate Pass Type:

From Date:

GP Reference No:

BOE No:

Transaction Id:

To Date:

Result List

Gate Pas...	BOE No	Vehicle No	Transacti...	Gp Ref No	Gate Pas...	Gate Pass V...	Gate Pas...	
FZGP115...	102-00844...	MUS A 123	60015588	6000015...	30/05/20...	01/06/2019...	Out	Edit

2. Click Edit

Result List

Gate Pas...	BOE No	Vehicle No	Transacti...	Gp Ref No	Gate Pas...	Gate Pass V...	Gate Pas...	
FZGP115...	102-00844...	MUS A 123	60015588	6000015...	30/05/20...	01/06/2019...	Out	Edit

The below page will be displayed

 **Amend e-Gate Pass**

Gate Pass Details

Gate Pass No : FZGP115987

Transaction Id(s) : 60015588

Customer : S2983-SOFT THREAD TEXTILES.
(LLC) , DXB.

Gate Pass Date : 30/05/2019 13:31

GatePass Valid Upto : 01/06/2019 13:31

GP Ref No : 6000015327

Vehicle No :

BOE Detail

BOE No	Goods Desc	Marks & Nos/Container No	Package Type	Unit Type	Total Quantity	Balance Quantity	Gate Pass Quantity	
102-00844597-19	Centrifugal Pumps For Liquids, N.e.s.		Kegs		500	450	50	Delete

* Remarks:

e-Gate Pass Amend

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

 **Amend e-Gate Pass**

Gate Pass Details
Gate Pass No : FZGP115987
Transaction Id(s) : 60015588
Customer : S2983-SOFT THREAD TEXTILES.
(LLC) , DXB.
Gate Pass Date : 30/05/2019 13:31
GatePass Valid Upto : 01/06/2019 13:31
GP Ref No : 6000015327

Vehicle No :
City : Plate : Number :

BOE Detail

BOE No	Goods Desc	Marks & Nos/Container No	Package Type	Unit Type	Total Quantity	Balance Quantity	Gate Pass Quantity	
102-00844597-19	Centrifugal Pumps For Liquids, N.e.s.		Kegs		500	450	50	Delete

* Remarks:

The below confirmation will be displayed

 **Confirm e-Gate Pass Amend**

Confirmation
Gate Pass amended successfully

e-Gate Pass Amend