



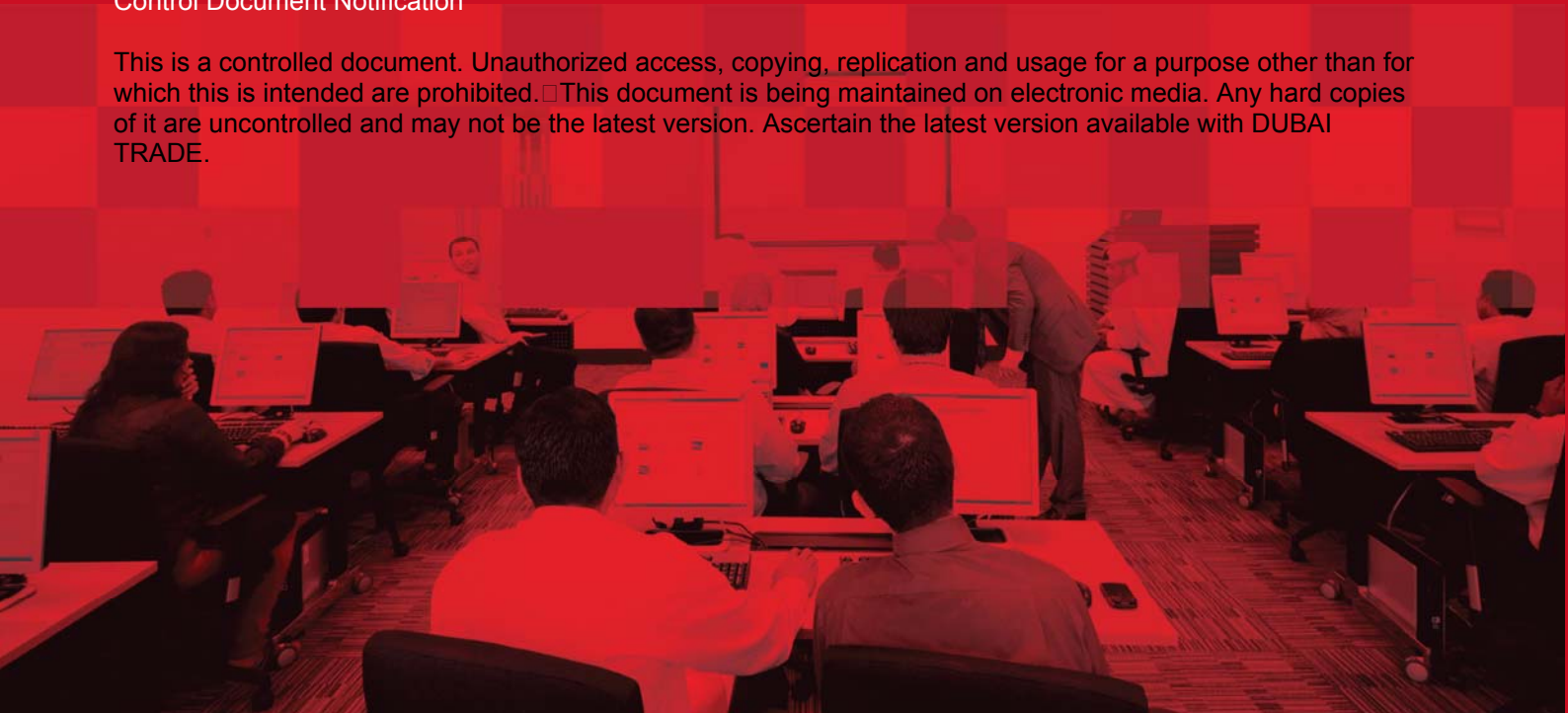
# DP World GC-Cargo Enquiry User's Manual

## Copyright Information

Copyright © 2009 by Dubai Trade. All rights reserved. This document and all associated attachments mentioned therein are the intellectual property of Dubai Trade. This document shall be used only by persons authorized by DUBAI TRADE, for the purpose of carrying out their obligations under a specific contract with DUBAI TRADE. Unauthorized copying, printing, disclosure to third party and transmission of this document to any other destination by any media will constitute an unlawful act, attracting appropriate legal actions.

## Control Document Notification

This is a controlled document. Unauthorized access, copying, replication and usage for a purpose other than for which this is intended are prohibited. This document is being maintained on electronic media. Any hard copies of it are uncontrolled and may not be the latest version. Ascertain the latest version available with DUBAI TRADE.



## DOCUMENT DETAILS

---

### Document Information

Document Name	GC-Cargo Enquiry
Project Name	GC-Cargo Enquiry
Business Unit	DP World
Author(s)	DT Training Dept.
Last Updated Date	14 <sup>th</sup> Mar 2019
Current Version	1.0

### Revision History

Version	Date	Author	Designation	Description of change

### Approval History

Version	Date	Name	Designation	Comments

### Distribution

Version	Location

*This service enables shipping agents to enquire their submitted GC-Load List*

## Navigation:

1. Login to **Dubai Trade**
2. Go to **Enquiry**
3. Then Go to **GC-Cargo Enquiry**

*The below screen will be displayed*

## GC-Cargo Enquiry

The screenshot shows the 'GC-Cargo Enquiry' form. It has a title 'Cargo Enquiry' in red. Below it, there's a section with 'Operation Type' set to 'Import'. To the right is a 'Cargo Type' dropdown menu with 'Select' chosen. Below 'Operation Type' is a 'Rotation No.' field with a red asterisk and a search icon. To the right is a 'Vessel Name' field. Below 'Rotation No.' is a 'Discharge Commencement' field. To the right is a 'Discharge Completion' field. Below 'Discharge Commencement' is a 'BOL No.' field with a search icon. To the right is a 'Declaration No.' field with a search icon. At the bottom right are 'Search' and 'Reset' buttons.

## Procedure:

1. Search or Enter the **Rotation Number**, Select the **Cargo Type** and click **Search**

## GC-Cargo Enquiry

This screenshot is similar to the previous one, but with red boxes highlighting the 'Rotation No.' field, the 'Cargo Type' dropdown menu, and the 'Search' button, indicating the steps to be followed in the procedure.

**NOTE:** Other Details are Optional but can be mentioned for more accurate results

**The Cargo details for the Rotation will be displayed.**

