



دبي التجارية
DUBAI TRADE

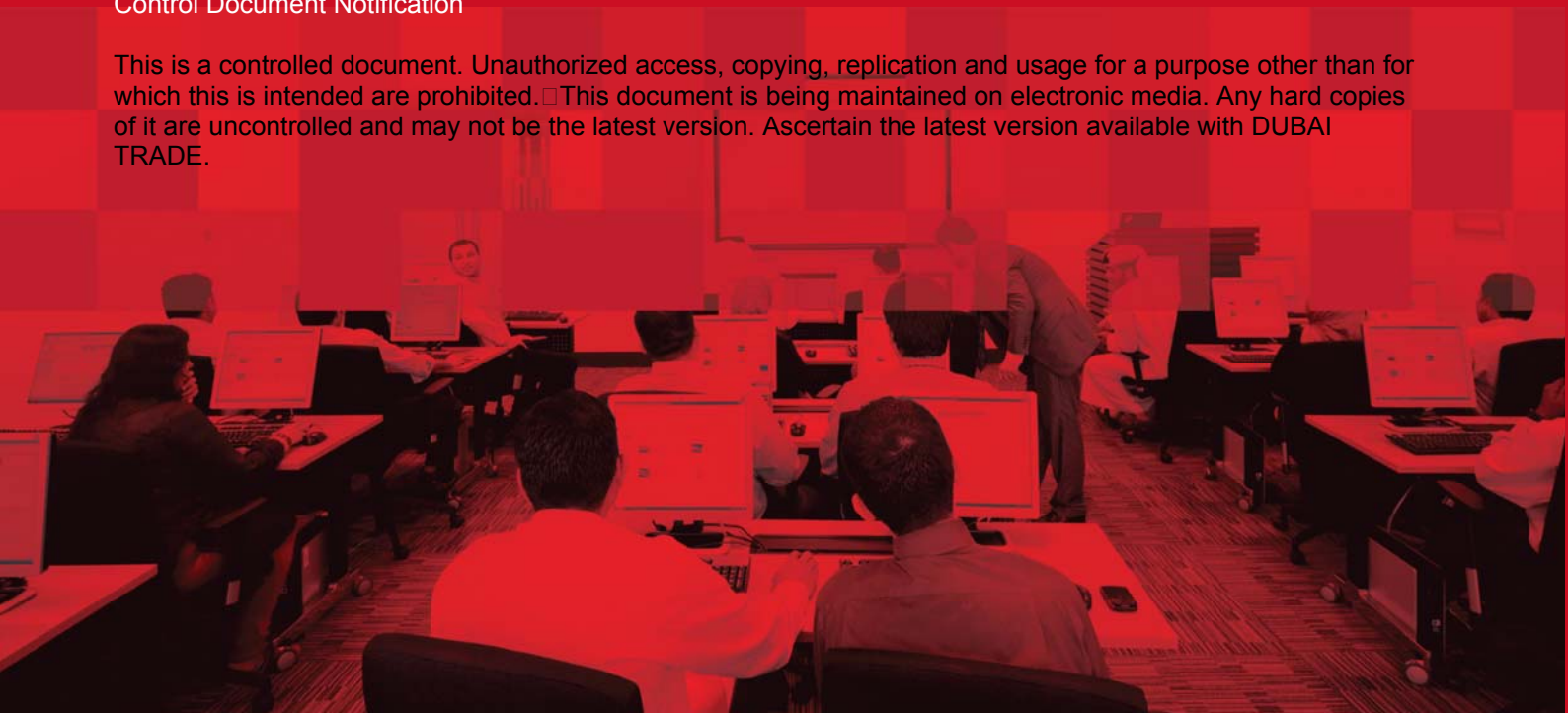
DP World GC-Load List – Amend User's Manual

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DOCUMENT DETAILS

Document Information

Document Name	GC-Load List - Amend
Project Name	GC-Load List - Amend
Business Unit	DP World
Author(s)	DT Training Dept.
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Revision History

Version	Date	Author	Designation	Description of change

Approval History

Version	Date	Name	Designation	Comments

Distribution

Version	Location

GC-Load List – Amend

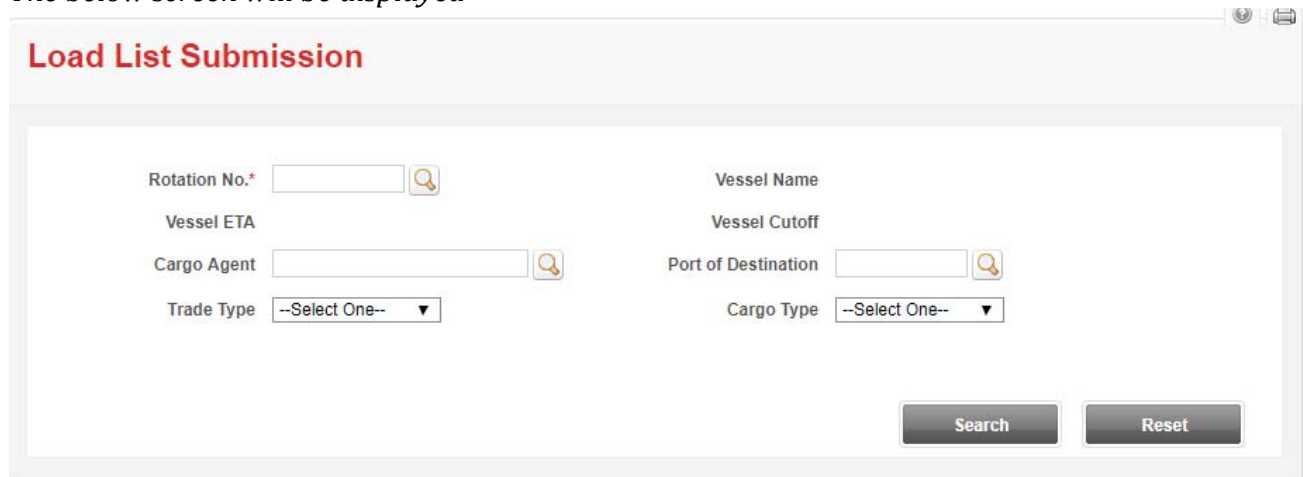
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This service enables shipping agents to amend their submitted GC-Load List

Navigation:

1. Login to **Dubai Trade**
2. Go to **Amend**
3. Then Go to **GC-Load List**

The below screen will be displayed



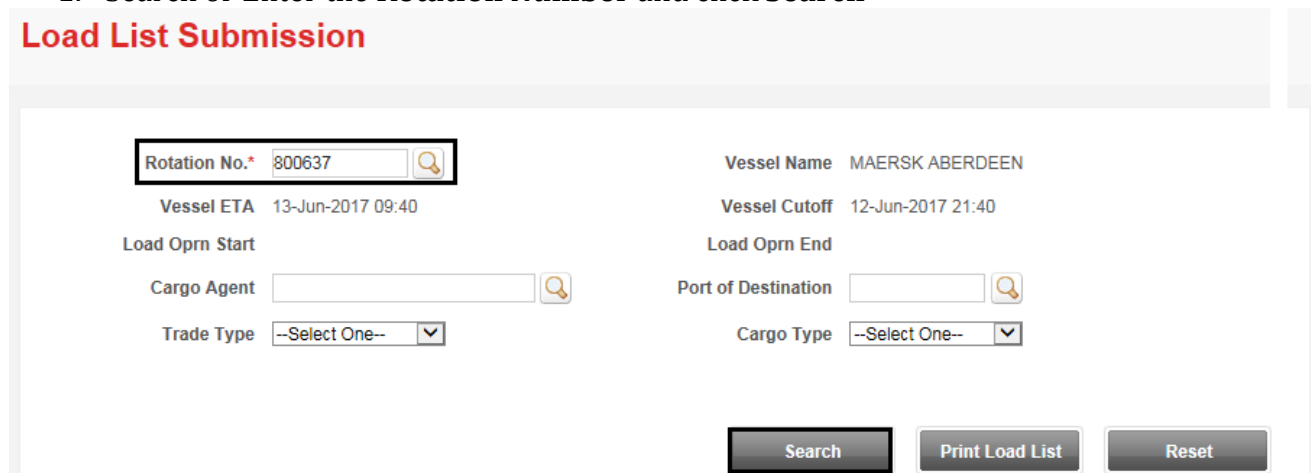
Load List Submission

Rotation No.*			Vessel Name	
Vessel ETA			Vessel Cutoff	
Cargo Agent			Port of Destination	
Trade Type	--Select One--		Cargo Type	--Select One--

Search **Reset**

Procedure:

1. Search or Enter the **Rotation Number** and click **Search**



Load List Submission

Rotation No.*	800637		Vessel Name	MAERSK ABERDEEN
Vessel ETA	13-Jun-2017 09:40		Vessel Cutoff	12-Jun-2017 21:40
Load Opn Start			Load Opn End	
Cargo Agent			Port of Destination	
Trade Type	--Select One--		Cargo Type	--Select One--

Search **Print Load List** **Reset**

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

GC-Load List – Amend

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The below screen will be displayed



Records in **RED** color indicate cargo category mapping not approved.

Search Results

☐	Agent BRN / Transshipment BOL	Cargo Agent	Trade Type	POD	Qty / Wt	Received Qty	CCM Status	Received Status	Load List Status	Action
☐	APLTED11	APL CO.PTE.LTD	Export	INMAA MADRAS	100		Approved	No	Pending	Details
☐	KSATED11	UNITED ARAB SHPG.AGENCY CO.UAE	Export	INMAA MADRAS	2		Approved	No	Pending	Details
☐	KSATED12	UNITED ARAB SHPG.AGENCY CO.UAE	Export	INMAA MADRAS	2		Approved	No	Pending	Details
☐	MSKTED11	MAERSK KANOO UAE LLC	Export	INMAA MADRAS	100		Approved	No	Pending	Details
☐	REEXPORT2	MAERSK KANOO UAE LLC	Re- Export	INMAA MADRAS	10	0	Approved	No	Pending	Details
☐	TEST1708	MAERSK KANOO UAE LLC	Fz In/Out	INMAA MADRAS	1	0	Approved	No	Pending	Details
☐	TEST2903	APL CO.PTE.LTD	Export	INBOM MUMBAI (EX BOMBAY)	150		Pending	No	Pending	Details

Displaying 1 - 7 of 7 record(s).

Next

- All generated BRNs by Vessel Agent or Cargo Agent for a Vessel will be displayed

2. Select the **BRN(s)** and then click **Next**



Records in **RED** color indicate cargo category mapping not approved.

Search Results

☐	Agent BRN / Transshipment BOL	Cargo Agent	Trade Type	POD	Qty / Wt	Received Qty	CCM Status	Received Status	Load List Status	Action
☒	APLTED11	APL CO.PTE.LTD	Export	INMAA MADRAS	100		Approved	No	Pending	Details
☒	KSATED11	UNITED ARAB SHPG.AGENCY CO.UAE	Export	INMAA MADRAS	2		Approved	No	Pending	Details
☐	KSATED12	UNITED ARAB SHPG.AGENCY CO.UAE	Export	INMAA MADRAS	2		Approved	No	Pending	Details
☐	MSKTED11	MAERSK KANOO UAE LLC	Export	INMAA MADRAS	100		Approved	No	Pending	Details
☐	REEXPORT2	MAERSK KANOO UAE LLC	Re- Export	INMAA MADRAS	10	0	Approved	No	Pending	Details
☐	TEST1708	MAERSK KANOO UAE LLC	Fz In/Out	INMAA MADRAS	1	0	Approved	No	Pending	Details
☐	TEST2903	APL CO.PTE.LTD	Export	INBOM MUMBAI (EX BOMBAY)	150		Pending	No	Pending	Details

Displaying 1 - 7 of 7 record(s).

Next

- Load List Submission happens against the BRN(s)
- CCM status must be approved to select the BRN(s)

3. Enter the **Quantity** and click **Submit** to submit the details or **Save** to details



Loading will be subject to physical conditions and shifting charge will be applicable, if shifting/segregation required

Vessel Details

Rotation No. 800637

Vessel Name MAERSK ABERDEEN

ETA 13-Jun-2017 09:40

CutOff 12-Jun-2017 21:40

Select All Qty/Wt: ☐

Apply to Selected

Load List Details

Agent BRN/ Transshipment BOL	Trade Type	Marks & No	Cargo Category	Package Type	Delivery Mode	CCM Qty	CCM Wt	CCM Vol	Finalized Qty/Wt	Loaded Qty/Wt	Submitted Qty/Wt	New Qty/Wt	Action
☒ APLTED11	Export	RTD1	Steel Coils	Coils	In-Direct	100	2000	1000		20		19	Details
☒ KSATED11	Export	TEDDDD	Steel Coils	Coils	In-Direct	2	2	2		1		2	Details

Displaying 1 - 2 of 2 record(s).

Previous

Submit

NOTE: Click on **Details** under Action to view details of the BRN

Available Tabs: Previous, Save and Submit

The below Confirmation page will be displayed on submission



Confirmation



Load List amended successfully for the rotation: 800637 vessel: MAERSK ABERDEEN.
Submission/ Amendment after cut off will be subject to double stevedoring/ data amendment charges.

NOTE: Load List must be finalized by GC operations team and once finalized it cannot be cancelled

NOTE: Load List submitted by Vessel Agent after cut off time will be subject to approval

NOTE: Cargo will not be loaded without the final Load List confirmation from the Vessel Agent

