

# e-Cargo and FDPS Simulator

# **Training Guide**



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### Imprint

The SkyRadar Consortium Imprint

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## Introduction

SkyRadar e-Cargo is a simulation application. Using this tool, you can track the movement of air cargo from the point of booking it with a freight forwarder as a consignor, and ensuring its arrival at the consignee.

This document is an easy-to-read guide to the SkyRadar e-Cargo simulation application. You will find regular assessment exercises, to test yourself, as you progress.

### SkyRadar e-Cargo Features

SkyRadar lets you simulate the following actions:

- 1. Booking a shipment with a freight forwarder
- 2. Selecting a carrier
- 3. Generating a waybill and other documents
- 4. Reaching the shipment to the carrier (airline)
- 5. Completing ground handling activities
- 6. Loading the shipment at the port of origin
- 7. Unloading the shipment at the destination
- 8. Transferring the shipment to the freight forwarder at the receiving end
- 9. Reaching the shipment to the consignee

### Introduction to SkyRadar e-Cargo

With the digitalization of records across the world, it is imperative to know how to efficiently use an air cargo application. Rather than being directly exposed to a live and dynamic server based application, where data can be seen by many users, the e-Cargo simulation



tool helps you to understand how the real operations take place. The tool prepares the requisite audience to perform their tasks, corresponding to their roles.

It has been designed on the basis of IATA's sequence of rules and regulations going into the following three directions:

- Safety and Security
- Effectiveness Law
- Abidance and Crime Prevention

It provides an environment for technical and procedural training of aviation personnel.



#### Training Environment for various objectives

Operating an airport, in particular managing the cargo and value flows can be compared with regard to complexity - to a big-sized modern factory. It supplies just-in-sequence, in function of the dynamically changing availabilities of the aircraft.

But in deviation to a modern plant, it receives its cargo out-of-sequence, it needs to buffer the flows, provide storage with flexible potential of delivery. And it faces another challenge. A factory is supplied by accredited suppliers, often in mutual compliance to ISO 9000 or ISO 14000 procedures. The airport cannot pre-select its suppliers. Mutual trust is by definition impossible. In the contrary: the risk of terrorist attacks, wrong declaration of hazardous goods or smuggling of undeclared or blacklisted goods requires an a priori suspicion of malfeasance.

This laboratory provides a close-to-life but pedagogically optimized laboratory for aviation security



#### A Training Environment for IATA based regulations

The system provides an optimized environment to practice the regulations and procedures for efficient and compliant air cargo management and security management.

#### A Procedural Training for optimized Air-Cargo Management

Efficient airflow management needs to work seamlessly from supply to loading and from unloading to discharging. It embraces management skills, security competences and cargo handling expertise. Various professions from operations to university level are required to work hand in hand.

IATA offers regulations which evolve over the years. This training environment provides training environments for electronic cargo handling, Dangerous Goods Handling and Detection.

# Why SkyRadar e-Cargo?

Since a decade, SkyRadar has been a pioneer in the supply and implementation of high-class training equipment for ICAO, IATA and EUROCONTROL related training and certification programs. The Germany-based manufacturer is known for its quality and precision. SkyRadar uses operational and industrial equipment, as deployed by Airports and ATC operators. SkyRadar provides solutions for essential technological systems in air flow, air traffic control, communications, navigation and surveillance.

SkyRadar's portfolio of training systems ranges from the IATA e-freight route network systems to ATSEP radar training systems and ATCO oriented 3D Tower / APP or en-route simulators.



## Working with e-Cargo Overview

The following are the typical roles in the air cargo movement workflow:

- 1. Shipper (Consignor)
- 2. Origin Freight Forwarder
- 3. Origin GHA (Ground Handling Agents)
- 4. Customs Official (Export)
- 5. Origin Carrier
- 6. destination GHA
- 7. Customs Official (Import)
- 8. Destination Freight forwarder

This document uses the following definitions:

- Cargo = the material or item that needs to be airlifted.
- Consignor = the person or organization that has to send a cargo to another destination.
- Freight forwarder = the agent or company that arranges to pick up the cargo from the consignor ( also known as the shipper) from the base location for onward transhipment, to the consignee.
- Export customs = the customs at place of origin
- Import customs = the customs at place of destination
- GHA = the ground handling agent. A ground handler ensures the safe loading, flight, unloading and all ground operations of a cargo. GHAs are associated with the operational efficiency and quality service delivery.
- Shipment = Freight + Information, also mentioned as freight.
- Information = Electronic Data or Paper relating to the freight.
- Carrier = Airline.
- Domain = Sphere of Influence/Control.



- Consignee = the person or company who is receiving the shipment from the consignor.
- Branch warehouse = the location where the freight forwarder stores all cargo that await transhipment and connection to the airline. A large city can have several branch warehouses.
- Hub warehouse = a large warehouse of a freight forwarder that houses all cargo to be loaded into a plane. A hub warehouse is typically located very near to a major airport for logistic reasons. Several branches comprise a hub.



# Action based Training

#### Challenges and the need for action based training

Cargo handling experts, be they from ground handling, customs or from the carrier (airline) are confronted by all kinds of challenges. There is the continuous strive for supply chain optimization and more effective procedures. There is a growing amount of international directives and regulations as well of local law that require compliance. But there is also the requirement of a highest amount of flexibility and reactivity on changing parameters like changed flight schedules, risk of contraband, cyber piracy and the ever increasing threat of terrorist attacks. Secure supply chains and e-Cargo chains are required by IATA and in regional programs like the EU's ACC3 expectation to non European Carriers.

The CARGO personnel has to understand and master the overall process to be able to react, and to notice signs of threat, at the earliest stage.

SkyRadar's CARGO training laboratory provides an environment to train in all aspects of cargo movement.

In the following we draft out training scenarios. It can only be a suggestion and we can never cover the plethora of (ever changing) training requirements and local regulations and law that you need to train. Our intent is to show you how it can be done.

You the trainers can design specific training scenarios. And you the students may also set up your exercises. In the following pages, we show you how.



# **Training Scenarios**



In this section, we suggest two diverse concepts of training scenarios:

- 1. e-Cargo: Run through the complete process of the involvement of the shipper to the pick up at the final destination.
- 2. e-Cargo and Physical Cargo Handling: Run through the process of the e-Cargo solution and the hardware-based training environment.

#### Scenario 1: e-Cargo Workflow

Build a team of 7 students and write the following roles in front of their desks:

- 1. Shipper (Consignor)
- 2. Origin Freight forwarder
- 3. Origin Ground Handler
- 4. Carrier (Airline)



- 5. Destination Ground Handler
- 6. Destination Freight forwarder
- 7. Consignee (Receiver)

Ask each of these students to introduce themselves in the above roles and enact the following steps, **associated with their roles:** 

- 1. Book and plan shipments
- 2. Pick up the shipment from the consignor (shipper)
- 3. Receive the shipment at the forwarder branch warehouse
- 4. Transfer the shipment to the forwarder hub warehouse
- 5. Prepare shipment documentation
- 6. Transfer the shipment to the carrier domain (airport)
- 7. Inspect the export consignment before loading on to the plane (Customs)
- 8. Load the consignment to the plane hold
- 9. Receive shipment at the airport terminal
- 10. Accept the shipment as ready for carriage
- 11. Distribute information through the system
- 12. Unload the shipment at the destination airport
- 13. Inspect the import shipment that has arrived
- 14. Collect the shipment at the airport and bring it to the branch warehouse
- 15. Segregate the shipment, corresponding to each hub warehouse.
- 16. Load truck and produce run sheet
- 17. Deliver the shipment to the consignee and obtain POD to conclude the workflow.

The following screenshots help you with the process:



#### e-Cargo Application Main screen





**Note:** The GHAs are linked to the respective carrier. For example, **Ground Kings** is the GHA for KLM, **Quality Handling** for Lufthansa and **Your Handling Partners** for Air France. The system will automatically map the process accordingly.



**Click Shipper** to view empty screen as seen by the shipper:

Cargo	삼 Home	Q Search 💿 Shipper	App view	Process view	XML view
		Ready to send a new shipment! What do you want to send?		~	
		Som	ething else		
		Select a freight forwarder			
		Cargo Post			
		Save Shipping			
		World Transport			
		Send your request			

Enter the consignment name/type in the What do you want send? field





Select a freight forwarder, for example, Cargo Post and click Send your request, to view the following screen.



Cargo	🚮 Home	<b>Q</b> Search	Shipper		Rolls-Royce Silver Ghost - id: 4		App view	Process view	XML view
🖨 Pr	rocess: 1.4 - Re	quest capacity a	against forwarder or carr	rier inventories					
			ady to		new shipme	ent!	i	M	
						Som	ething e <mark>lse</mark>		
		Select a	a freight forv	warder					
		- Ca	irgo Post						
		🔅 Sa	ive Shipping						
		Wo	orld Transport						
		Send y	our request	Request sent to free	eight forwarder. They will contac	ct you.			

Get into the role of the freight forwarder by going to **Home > Freight Forwarder** (Cargo Post).

Cargo   🔒 H	lome 🛛 Q Search 🗠 Cargo Post	Rolls-Royce Silver Ghost - id: 4	App view	Process view	XML view
🚗 Process: 1	1.4 - Request capacity against forwarder or car	rier inventories			
New requests from	m client (2) In branch warehouse (0)	In hub warehouse 💿 Ready to send to carrier 💿 Received from GHA 💿			
Receive	d requests from cli	ents via phone or web. Waiting for booking			
Id	Name	Process No			
3	Cobalt	1.4			
4	Rolls-Royce Silver Ghost	1.4			

Note the ID for the shipment as Rolls-Royce Silver Ghost id 4 at the top of the screen.



**Click** the **Process View** to understand where you are, in the IATA work process. The following image is the complete process of a shipment, with the the various (human )roles involved in it.



#### Cargo 🐠 Home 🔾 Search - Cargo Post - App view Process view 2005, view





The process has changed to 1.4: Request capacity against forwarder or carrier inventories, seen here:



Each of these entries in the Process Workflow has an expanded flowchart to show the phased progress of the shipment. You can see the process updating itself on the top left under the menu bar.

#### **Preparing export shipments**

Shipments going out of the country require special documentation. In general, these include:

- Bill of entry
- Commercial invoice
- Certificate of origin
- Airway bill
- Insurance certificate
- Letter of credit
- Shipment advice
- Technical literature, installation instructions or product manuals

The nature and number of documents differ from country to country, and subject to the laws of the land.



Cargo 🕋 Home	🔾 Search 🛛 🖕 Cargo Post		Rolls-Royce Silver Ghost -	id: 4	App view	Process view	XML view
Process: 1.4 - Requ	est capacity against forwarder or can	ier inventories					
New requests from client	2 In branch warehouse 0	in hub warehouse 👩	Ready to send to carrier 💿	Received from GHA 👩			

Received requests from clients via phone or web. Waiting for booking.

Id	Name	Process No
3	Cobalt	1.4
1	Rolls Royce Silver Ghost	1.4





Click a shipment row, to book a carrier (airline) for the shipment, as seen here:



Cargo   🕋 Ho	ome 🔍 Search 🛌	Cargo Post	Rolls-R	oyce Silver Ghost - id: 4		App view	Process view XML vi	iew
Process: 1.	4 - Request capacity agains	st forwarder or carrier invent	ories					
New requests from	n client 💿 👘 In branch	warehouse 💿 🛛 In hub	warehouse 💿 🛛 Ready to send	d to carrier 👩 Received f	from GHA 💿 Floatin	g Panel 💌		
E	1	ng for: I	Rolls-Ro	yce Sil\	ver Gh	ost - i	d:	
	Flight No	Origin	Destination	Departure	Arrival	Status		
	1022	Barcelona	Frankfurt	11:07:35	11:11:35	scheduled		
	1023	Frankfurt	Barcelona	11:12:10	11:16:10	scheduled		
	1024	Barcelona	Frankfurt	11:16:40	11:20:40	scheduled		
	1041	Frankfurt	Zurich	11:02:40	11:05:40	scheduled		
	1042	Zurich	Frankfurt	11:06:00	11:09:00	scheduled		
	1043	Frankfurt	Zurich	11:09:10	11:12:10	scheduled		
	1044	Zurich	Frankfurt	11:12:25	11:15:25	scheduled		
	Book Back							

**Click Select Airline,** to get the following screen and to book the consignment:

The screen contains the following information:

- Flight Number
- Origin
- Destination
- Departure
- Arrival
- Status (scheduled)

**Note:**This screen only populates flights that are scheduled to take off, in the next few hours.



**Select** the **origin** and the **destination**, for example, Barcelona as the origin and Frankfurt as the destination, as seen here:

Cargo	者 Ноп	ne <b>Q</b> Search 🥧	Cargo Post	Rolls-Ro	oyce Silver Ghost - id: 4		App view Process view	XML view
<b>6</b> P	rocess: 1.4	- Request capacity against	t forwarder or carrier invento	ries				
New requ	ests from o	client 💿 In branch v	varehouse 💿 🛛 In hub w	arehouse 💿 Ready to send	I to carrier 💿 Received fi	rom GHA 👩 Floatin	ng Panel 💌	
		Rookin	ofor E		vco Silv	orch	act id.	
		DOOKIII	ig ioi. r	Rolls-Ro	yce silv	er Gri	OSL-IU.	
	4	_						
		Flight No	Origin	Destination	Departure	Arrival	Status	
		1022	Barcelona	Frankfurt	11:07:35	11:11:35	scheduled	
		1023	Frankfurt	Barcelona	11:12:10	11:16:10	scheduled	
		1024	Barcelona	Frankfurt	11:16:40	11:20:40	scheduled	
		1041	Frankfurt	Zurich	11:02:40	11:05:40	scheduled	
		1042	Zurich	Frankfurt	11:06:00	11:09:00	scheduled	
		1043	Frankfurt	Zurich	11:09:10	11:12:10	scheduled	
		1044	Zurich	Frankfurt	11:12:25	11:15:25	scheduled	
	В	Book Back						

#### Click **Book**.

A Flight Data Processing System (FDPS) is at the heart of any ATC (Air traffic Control) facility. Flight Data Processing (FDPS) works with flight plan data and conducts the flight during the flight execution with respects to its flight progress and airspace organization. Information distribution within the system is updated in real time, accompanied by events identified by the flight monitoring subsystem.

As the freight forwarder, you have successfully booked the shipment:





Go to Home > Shipper and click the mailbox icon, to get the following screen:



Type the label serial number or click Generate Label to secure the number and click Attach label and ready your cargo for the forwarder.



As the shipper, you have generated a shipment label, as this screen shows:

Cargo	🚮 Home	Q Search	Shipper		Rolls-Royce Silver Ghost - id: 4		App view	Process view	XML view
🕑 Pr									
		ship	ase att pment Royce Silver G		abel to your				
		Rons	Noyce silver o	HOSt 4		_		-	
		RSG673 Thank y		will come to collect this s	shipment.	Gen	erate label		



The freight forwarder has brought the shipment to the branch warehouse:

Cargo	👫 Home	🔍 Search 🐁 Cargo Post		Rolls-Royce Silver Ghost	- id: 4		App view	Process view	XML view		
📕 Pro	ocess: 3.5 - Crea	ate shipment record									
New requ	ests from clien	In branch warehouse 1	In hub warehouse 🔘	Ready to send to carrier 👩	Received from GHA	0					
Cargo	Cargo received at the branch warehouse. Create the shipment record now!										
Id	Na	me				Process No					
4	Ro	lls-Royce Silver Ghost				3.5					

You are in process 3.5, as seen below:



**Click** the **Rolls-Royce Silver Ghost** row in the **In branch warehouse** tab, to get a blank screen of the shipment record template, as seen here:



Cargo	骨 Home	<b>Q</b> Search 🛯 🗠 Cargo Post		Rolls-Royce Silver Ghost	- id: 4	A	pp view	Process view	XML view
Pro	icess: 3.5 - Cre	ate shipment record							
New reque	ests from clier	at 1 In branch warehouse 1 In	hub warehouse 👩	Ready to send to carrier 👩	Received from GHA 0	Floating Panel			
	Cre	ate shipment reco	ord for: Rc	olls-Royce Silv	er Ghost - 4				
		's Name and Address							
								Q	
	Consigr	ee's Name and Address						٩	
	Weight								
								٩	
	Volume								
								٩	
	Approxi	imate Price						Q	
							6		
	Creat	te and save shipment record					Genera	ate all data	

In this screen you need to populate the following fields:

- 1. Shipper's name and address
- 2. Consignee's name and address
- 3. Weight
- 4. Volume
- 5. Approximate price

As the freight forwarder, populate these fields by clicking on their respective icons, as seen here:

You can either type out the information or click **Generate all data**. The system will fetch all this information from the database.



The freight forwarder has brought the shipment to the hub warehouse:



You are now in process 5.4 as seen here:



Click the Rolls-Royce Silver Ghost row in In hub warehouse, to generate the air waybill

template, as seen here:



Cargo	希 Home 🛛 🔍	Search 🔍	Cargo Post			Rolls-F	Royce Silver Gho	st - id: 4	App view	Process view	XML view
U Proce	ss: 5.4 - Create MA	WB shipment re	cord and consol	idation manifest							
New request	s from client 🕦	In branch v	varehouse 👩	In hub ware	house 🕕	Ready to sen	d to carrier 👩	Received from GHA 👩	Floating Panel 💌		
	AWB	(Maste	er Air M	/aybill)	for Ro	olls-Re	oyce S	lver Ghost			
	Air Waybill			,							
	07 <mark>4</mark> -XXX	00000				٩					
	Shipper's I	lame and Addre	255				Consignee's	Name and Address			
	Crooks,	Lonie - 6610 Jac	obi Mount - Mila	n			Schuster, Davion - 85575 Botsford Crescent - Frankfurt				
	Carrier		Flight		Date Airpo			port of Departure Airport of De			
	KLM		1022		11:07:35		Barcelon	a	Frankfurt		
	Declared V	alue for <mark>C</mark> arriag	e Declared Val	ue for Customs							
	Handling I	nformation									
	No of Pieces	Gross Weight	Rate Class Code	Commodity Item No.	Chargeable Weight	Rate/ Charge	Total	Nature and Quantity of Goods & Dimensions			
								Rolls-Royce Silver Ghost	DIMS: 70x140x110(cm)	×	
	Add ratio	aglino									
	Additati	ig the									
	Save	Close									

The air waybill is the most important document in the whole shipping cycle. Without it, no transhipment will be complete. Populate the following fields, including the generation of the air waybill number:

- 1. Air Waybill number: The system will generate the 11 digit air waybill number.
- 2. **Shipper's name and address**: Enter the name, address, city, postal code, country and telephone number of the shipper.
- 3. **Consignee's name and address**: Enter the name, address, city, postal code, country and telephone number of the consignee.
- 4. Carrier: Enter the three letter code for the airline, for example, KLM



- 5. **Flight**: Enter the flight number, for example, KL0932.
- 6. **Date**: Enter the date of the flight.
- 7. Airport of departure: Enter the three letter city code, for example, VIE, for Vienna.
- 8. **Airport of destination**: Enter the three letter city code, for example, FRA for Frankfurt.
- Declared Value for Carriage: Enter the declared value for carriage as specified by the shipper. For example, 39,000 euros for a Rolls Royce Silver Shadow 2017 edition. If there is no value, enter NVD (NO VALUE).
- Declared Value for Customs: Enter a value for customs purposes as declared by the shipper as applicable. For example, 40,000 euros for a Rolls Royce Silver Shadow 2017 edition. Otherwise, leave the field blank.
- 11. **Handling Information**: Enter handling remarks, special instructions, identifying marks and numbers which appear on the consignment, method of packing, attachments, or instructions.
- 12. **Number of Pieces**: Indicate the number of pieces. Where there is more than one entry, enter the total number of pieces in the bottom row.
- 13. Gross Weight: Enter the actual gross weight of the pieces. When a ULD is used, indicate the actual tare weight as an additional line entry. Where there is more than one entry, enter the total gross weight of the shipment in the bottom row. For example, 4100.56 kilos. (Gross is net+tare. Tare is the weight of the container, or packing).
- 14. **Rate Class Code**: Enter the tariff level (rate class) under any of these six codes, as applicable:
  - **M**:Minimum freight
  - **C**:SCR (Specific Commodity Rates)
  - **S**:Surcharge on the shipment. This is higher than the general cargo tariff.
  - **R**:Reduced tariff, which is lesser than the general cargo tariff.
  - **N**:Normal, for example 45 kilos or under.



• **Q**:Quantity, for example, 45 kilos or above

**Important:** Consult the carrier's agent for more information on rate class code.

- Commodity Item Number: Enter the commodity item number, for example, "9 UN1845" for Carbon Dioxide.
- 16. **Chargeable Weight**: Enter the actual weight or the dimensional weight, whichever is greater. For example, 124.5 kilos.
- 17. **Rate/Charge**: Enter the rate per unit, such as or a litre, kilogram or pound, for example, 0.5 euros per litre.
- 18. **Total Rate**: Enter the total rate of the shipment, that includes charges and surcharges, as applicable. For example, 2330 euros.
- 19. Nature and Quantity of Goods & Dimensions: Enter the description of a shipment, such as "Carbon dioxide, solid, 9 UN1845, 2 X 25 kg."
- 20. **Signature of Shipper or Agent**: Get the signature and stamp of the shipper or agent.
- 21. **Signature of Issuing Carrier:** Get the signature and stamp of the concerned airline authority.

**Note**: **Click Add rating line**, to add relevant information to the air waybill. More rows will appear, as seen below:



Cargo	Home 🕻	Search 💁	Cargo Post			Rolls-Re	oyce Silver Gho	st - id: 4		App view	Process view	XML view	
🛡 Pro	ocess: 5.4 - Create N	IAWB shipment rec	ord and consol	idation manifes	t								
New requ	uests from client	In branch w	arehouse 👩	In hub ware	house 1	Ready to send	d to carrier 👩	Received from GHA 0	Floating Panel	0			
	AWF	R (Maste	r Air M	/avhill	for Re	olls-Ro		ilver Ghost					
			.1 7 .11	ayom,			ycc o	nver onose					
		Air Waybill Number 074-79360525 Q											
	Shipper'	Shipper's Name and Address						Consignee's Name and Address					
	Crook	Crooks, Lonie - 6610 Jacobi Mount - Milan						Schuster, Davion - 85575 Botsford Crescent - Frankfurt					
	Carrier	Carrier		Flight		Date		eparture	Airport of Destination				
	KLM	KLM		1022		11:07:35		Barcelona		Frankfurt			
	Declared	Declared Value for Carriage		Declared Value for Customs									
	10,000	10,000 Euros		10,000 Euros									
	Handling	Handling Information											
	HAND	HANDLE WITH CARE											
	No of Pieces	Gross Weight	Rate Class Code	Commodity Item No.	Chargeable Weight	Rate/ Charge	Total	Nature and Quantity of Goods & Dimensions					
	1	5T	100	101000	5T	10,000E	10000	Rolls-Royce Silver Ghost	DIMS: 70x140x110	cm)	×		
											×		
	Add ra	ting line											
		0											
	Save	Close											

**Click Save > Submit > Close,** to get the final MAWB, as seen here:


Cargo	👫 Home 🛛 🔾	Search	Ground Kings	🗋 АМВ			Rolls-Royce	Silver Ghost - id: 4		App view	Process view	XML view
🕘 Pro	cess: 16.3 - Check s	hipment detail:	s against expecte	d (after breakdo	own)							
Received fi	rom forwarder 👩	Collect to	load 👩 U	nload flight 👩	Customs	release status	O Hand	dover to forwarder 👩	Floating Panel 💌			
	A \ A		N /	L	۸ : ۰۰ ۱	A /	. _ :	) f D.				
					AIr \	/vay	/bill	) for Ro	olis-R	oyc	ce	
	Sil	ver	Ghc	st								
	Air Waybil					٩						
	Shipper's	Name and Add	ress				Consignee's	5 Name and Address				
	Crooks,	Lonie - 6610 Ja	cobi Mount - Mil	an			Schuster,	ster, Davion - 85575 Botsford Crescent - Frankfurt				
	Carrier		Flight		Date		Airport of D	eparture	Airport of Destina	ition		
	KLM		1022		11:07:35		Barcelon	a	Frankfurt			
	Declared V Carriage	alue for	Declared Va Customs	ue for								
	Handling I	nformation										
	No of Pieces	Gross Weight	Rate Class Code	Commodity Item No.	Chargeable Weight	Rate/ Charge	Total	Nature and Quantity of Goods & Dimensions				
	1	5T	100	101000	5T	10,0008	10000	Rolls-Royce Silver Ghos	st DIMS: 70x140x110(cr	m)		

•



The freight forwarder readies the shipment for the carrier:



You are now ready to create the SDG and the CSD documents, as seen below:





**Click CSD** to create the Consignment Security Declaration (CSD) and **click SDG** to create the Shipper's Declaration for Dangerous Goods (SDG) template, as seen here:

Cargo 🕋 Home 🝳 Search 🗠 Cargo Post	АШВ	Rolls-Royce Silver Shadow - id: 10	App view	Process view	XML view
O Process: 6.3 - Transmit forwarder information to car	ier				
New requests from client 0 In branch warehouse	In hub warehouse 💿 Ready to se	nd to carrier 2 Received from GHA 👩	Floating Panel 💌		
CSD (Consignmer	nt Security Declara	tion)			
Air Waybill No	,				
074-16018015					
Regulated entity category (RA, KC or AO)	and identifier	Unique consignment identifier			
Contents of consignment					
Rolls-Royce Silver Shadow					
Origin		Destination			
Barcelona		Frankfurt			
Security status	Received from (codes)	Screening method (codes)	Grounds for Exemption (codes	5)	
Security status issued by		Security status issued on			
Regulated entity category (RA, KC or AO)	and Identifier				
Additional security information					
Save Close					

In the CSD template, make sure to populate fill out the following fields:

 Regulated entity category (RA, KC or AO) and identifier: Enter the unique entity code for RA, KC or AO, as applicable. (RA = Regulated Agent, KC= Known Consignor, and AO= Aircraft Operator.)



- 2. **Unique consignment identifier**: Enter the identification of the consignment. This may be an air waybill (format is nnn nnnnnnn), a house bill or a mail consignment identifier. But in a majority of cases, it is the air waybill.
- 3. **Contents of consignment**: Enter the consignment details, for example, 1 Rolls Royce Silver Shadow. Cobalt blue.
- 4. **Origin**: Enter the IATA three letter airport code, from where the consignment has originated, for example, VIE for Vienna.
- 5. **Destination**: Enter the destination IATA three letter airport code, for example, FRA for Frankfurt.
- 6. **Transfer/Transit points**: Enter the three letter transit airport code, if any. For example, MUN, (Munich) if the flight is VIE-MUN-FRA.
- 7. Security Status: Enter any of these three codes, as applicable:
  - i. SPX, if it is a regular passenger, cargo and mail aircraft.
  - ii. SCO, if it is an all cargo and all mail aircraft.
  - iii. SHR, if it is a high risk requirement all cargo and all mail aircraft.
- Received from (codes): Enter the code from whom received, for example, RA, KC or AO. (RA = Regulated Agent, KC= Known Consignor, and AO= Aircraft Operator.)
   Note: If the fields, "Grounds for Exemption" and "Other Screening Method" are not filled, then you cannot leave the "Received from" field blank.
- Screening Method (codes): This entry identifies codes assigned to the application of screening methods and technologies that are used to prevent act of unlawful interference. Enter any or more of these IATA specified codes, as applicable:
  - **PHS**-Physical Inspection and/or hand search
  - VCK-Visual check
  - **XRY**-Xray equipment
  - **EDS**-Explosive detection system
  - **RES**-Remote explosive scent tracing explosive detection dogs
  - **FRD**-Free running explosive detection dogs



- VPT-Vapor trace
- **PRT**-Particle trace
- **MDE**-Metal Detection Equipment
- **AOM**-Subjected to any other means. You must complete this entry by using free text that specifies what other mean was used to secure the shipment. For example, the use of a hand held scanner.
- 10. **Grounds for Exemption (codes)**: Enter free text, if there is exemption, for example, *"free shipment of study material to under-privileged children in Germany."*
- 11. **Other Screening Method(s)**: Enter free text, if you encounter any screening situation, not covered under point 11, i.e., Screening Method (codes). For example, the shipment *"is too large for a scanner and was thus manually scanned and physically checked."*
- 12. Security status issued by: Enter the employee code of the RA, KC or AO.
- 13. Security status issued on: Enter the date of creating the CSD.
- 14. Regulated entity category (RA, KC or AO) and Identifier: Enter the identifier that takes custody of the cargo and accepts the security status originally issued by the RA, KO or AO. For example, this can be the employee code of a security official, accepting responsibility for the security of the shipment.
- 15. Additional security information: Enter any additional security information that may be required by an ICAO Member State, for example, a national regulation, applicable to the responsibilities in the event of a false declaration, or any applicable emergency amendment. For example, the attachment of SAD (Single Administrative Document) required for custom purposes into the European Union.

This is how the fully populated CSD template should look like:



Cargo 👫 Home 🖸	Search 🗠 Cargo Post	AWB	Rolls-Royce Silver Si	hadow - id: 10	App view	Process view	XML view
Process: 6.3 - Transmit	t forwarder information to carrier						
New requests from client 👩	In branch warehouse 🕕	In hub warehouse 💿	Ready to send to carrier <b>2</b>	Received from GHA 0	Floating Panel 💌		

# CSD (Consignment Security Declaration)

Air Waybill No						
074-16018015						
Regulated entity category (R/	A, KC or AO) and identifier	Unique consignment identifier				
RA		123456789				
Contents of consignment						
Rolls-Royce Silver Shadow						
Origin		Destination	Destination			
Barcelona		Frankfurt				
Security status	Received from (codes)	Screening method (codes)	Grounds for Exemption (codes)			
Cleared	01001	X567Y	00			
Security status issued by		Security status issued on				
ABC		Oct 11, 2017				
Regulated entity category (R/	A, KC or AO) and Identifier					
RA						
Additional security informati	ion					

**Click SDG** to generate a semi filled SDG template, as seen here:



Cargo   🛣 Hom	e <b>Q</b> Search	🖕 Cargo Post	AWB	CSD	Rolls-Royce S	ilver Shadow - id: 10	App vier	w Process view	XML view
Process: 6.3 -	Transmit forward	er information to carr	ier						
New requests from c	ient 💿 🛛 In b	oranch warehouse	In hub	warehouse 💿	Ready to send to carrier 2	Received from GHA 👩	Floating Panel 💌		

### SDG (Shipper's Declaration for Dangerous Goods)

Shipper Crist, Da	ryl - 829 Kulas Plaza - Milan		Air Waybill No 074-16018015					
onsignee			Airport of departure	Air	Airport of destination			
Walker, F	Peggie - 8165 Vladimir Pine - Fra	ankfurt	Barcelona	1	Frankfurt			
JN or ID	Proper shipping name	Class or di Packing gr Qua	ntity and type of packaging	Packing instruction	on Authorization			
Additional	Handling Information							

Here are these fields that are to be populated in the SDG:

- 1. **Shipper**: Enter the full name and address of the shipper.
- 2. Air Waybill number: The system will generate the airway bill.
- 3. Consignee: Enter the full name and address of consignee.
- 4. **Transport Details**: Specify if there are aircraft limitations, such as the *"the consignment complies with the limitations for passenger and cargo aircraft, or if the consignment is limited to cargo aircraft only."* Strike out the box that does not apply.
- 5. **Airport of Departure**:Enter the full name of the airport or city of departure. The three-letter airport code is not acceptable. This information can be left blank and completed by the agent or airline.
- 6. **Airport of Destination**: Enter the full name of the airport or city of destination. The three-letter airport code is not acceptable. This information can be left blank and completed by the agent or airline.



- 7. **Shipment Type**: Specify if the shipment is Non-Radioactive or Radioactive. strike out the box that does not apply.
- UN or ID: Specify the UN or ID number from Column A in Section 4.2 of the DG (Dangerous Goods) list, that records over 4,000 Dangerous Goods. Note that all entries begin with UN with one exception, which applies to consumer commodities, which is ID 8000.

(https://www.unece.org/fileadmin/DAM/trans/danger/publi/unrec/English/part3.pdf)

- 9. Proper shipping name: Specify the proper shipping name found in Column B of Section 4.2 of the DG list. For example, AMMONIUM PICRATE dry or wetted with less than 10% water, by mass. Note that some entries may require you to add the technical name of the product in parenthesis after the proper shipping name. This requirement is indicated by a star.
- Class or division: Enter the Class or division as specified in column 3 of section 4.2 of the DG list. For example, "1.1D" for the above mentioned example of a shipment of ammonia.
- 11. **Packaging group**: Enter the packing group as per column 6 of the DG list. In most cases, the DG list does not specify the UN packing group. Then you may leave the field blank.
- 12. **Quantity and type of packaging**: Enter the quantity and type of packaging. For example, 125 kilos of ammonium picrate in 25 kg glass jars.
- Packing instruction: Enter the packaging instruction as specified in column 8 of the DG list. For example, "P112(a) (b) or (c)" for a shipment of ammonia, as mentioned in the earlier points.
- 14. Authorization: Get or attach the required authorization to ship the consignment by air. In the European Union, EASA (European Aviation Safety Agency) is one such body (<u>https://www.easa.europa.eu/</u>), like the DOT (Department of Telecommunication) in the US.



- 15. Additional Handling Information: Enter any specific handling information relevant to the consignment, such as the emergency response telephone number for shipments, for large quantities, or high value items, or dangerous goods, such as ammunition cartridges. Or "*explosive material. Store away from sunlight*." Or *Infectious substance for laboratory testing.Do not open*"
- 16. **Declaration**: This will be printed in the SDG in its standard global format.
- 17. **Name of Signatory**: Enter the name of the person actually signing the shipper's declaration.
- 18. **WARNING**: This is a statutory warning that appears in the SDG, by default. You do not have to fill out any information.



Here is the filled out SDG form.

ests from client 🧕	In branch warehouse	In hub wa	rehouse 👩	Ready to se	end to carrier 🧿 Recei	ved from GHA 👩 F	loating Panel 💌			
SDG (	Shipper's De	eclarati	ion for	Dang	gerous Good	ds)				
Shipper					Air Waybill No	<i>.</i>				
Crist, Dary	/l - 829 Kulas Plaza - Milan				074-16018015					
Consignee	Consignee				Airport of departure Airport of desti			nation		
Walker, Pe	eggie - 8165 Vladimir Pine - Fra	nkfurt			Barcelona F		Frankfurt			
UN or ID	Proper shipping name	Class or di	Packing gr	Quantity an	d type of packaging	Packing instruction	n Authorization			
SDG (Shipper Crist, Daryl Consignee Walker, Peg UN or ID XYZ123	Rolls Royce Silver Shad	A	cat Z	1 STANDA	RD	FACTORY STANDA	ARD Authorized	by ABC		
Additional H	andling Information									
HANDLEV	VITH CARE									

You are now in process 6.3, as seen here:



Check the Rolls-Royce Silver Ghost row and click Send selected shipments.

Go to **Home > Ground Kings** (GHA of KLM), to get the following screen:





**Click** the **Rolls-Royce Silver Ghost** row in the **Received from forwarder** tab, to get the following screen:

Cargo   🕋 H	ome 🝳 Search Ground King	gs 🗋 AWB	Rolls	-Royce Silver Ghost - id: 4		App view	Process view	XML view
Process: 7	.1 - Channel forwarder information to GH	A where applicable						
Received from for	warder 1 Collect to load 0	Unload flight 👩	Customs release status 👩	Handover to forwarder 👩	Floating Panel 💌			
F	Rolls-Royce Silve	r Ghost -	4					
A	ir Waybill No		074-	49642143				
F	light		KLM	1022				
F	rom		Barc	elona				
T	ō		Fran	kfurt				
1	. Rolls-Royce Silver Ghost DIMS: 70x140x	110(cm)						
2								
	Accept Cargo Reject Cargo							

As the GHA, you have the option to either accept the cargo, or reject it, if need be.

When you click **Accept Cargo**, you will get the **Accepted! Close this panel** tab. **Click this tab**, to get the Rolls-Royce Silver Ghost row in the Collect to load Pane.

You are now in process 9.4, as seen here:





**Note:** A shipment can also get rejected, for various reasons. In such a case, the rejected item will be archived, for reference. You can view the list of rejected shipments by using the

Q Search

option.

Click Collect to Load pane, to get the following screen:



🔲 Id	Name	Process No
4	Rolls-Rcyce Silver Ghost	9.4
Send selected	shipments to hold area to load	

Click the Send selected shipments to hold area to load tab, to reach the following screen:

You are in process 13.1, as seen here:





Click the Unload flight pane, to view the following screen:



Check the **Rolls-Royce Silver Ghost** row and click **Receive selected shipments in warehouse**, to get the following screen:

Cargo 倄 Ilome 🔍 S	earch Ground Kings 📑 A	WD Rolls-Royce Silver	Ghost - id: 4	App view	Process view	XML view
👫 Process: 15.1 - Check cus	stoms release status					
Received from forwarder 👩	Collect to load () Unload fli	ght 💿 Customs release status 🕦 Handover t	o forwarder 👩			
Unload flight	and accept rece	eived shipments				
🔲 Id	Name	Process No				
Receive selected shipments in v	varehouse					



You have now reached 15.1 in the process, as seen here:



**Click** the **Customs release status** pane, to get the following screen:

Cargo 🔺 Home	🔍 Search 🛶 Ground Kings 📄 AWB	Rolls-Royce Silver Ghost - id: 4	App view	Process view	XML view
📥 Process: 15.1 - 0	heck customs release status				
Received from forward	r 💿 Collect to load 🗿 Unload flight 🗿	Customs release status 1 Handover to forwarder 1			
Verify cust	oms status				
🔲 Id	Name	Process No			
☐ 4	Rolls-Royce Silver Ghost	15.1			
Verify selected shipme	ats				

**Check** the **Rolls-Royce Silver Ghost** row and click **Verify selected shipments,** to get the following screen in the Handover to forwarder pane:

rch Ground Kir	ngs 🎦 AWB	Rolls-Royce Silver Ghost - id: 4	App view	Process view	XML view
ght to forwarder					
Collect to load 👩	Unload flight 👩	Customs release status 💿 Handover to forwarder 💶			
status					
Name		Process No			
	ight to forwarder Collect to load o Status	collect to load () Unload flight () Status	collect to load  Unload flight Customs release status Handover to forwarder status	collect to load  Unload flight Customs release status Handover to forwarder status	collect to load  Unload flight Customs release status Handover to forwarder status



You are now at process 15.3, as seen here:

5.1	15.2	15.3	
Check customs - release status	Prepare freight for handover	→ Handover freight to forwarder	
release status	for handover	to forwarder	

#### **Click** the **Handover to forwarder** pane, to get the following screen:

eipt.			
Process No			
15.3			
	Process No	Process No	Process No

# Check the **Rolls-Royce Silver Ghost** row and click **Handover selected shipments and collect receipt.**

The shipment has moved from the freight forwarder and the origin GHA to Customs.

Go to **Home > Customs**, to view the following screen:





You have now reached 16.3 in the process, as seen here:



Go to **Home > Freight Forwarder** to view the following screen:

Cargo 1	👬 Home 🛛 Q Search 💁 Cargo Post 📑 A	WB Rolls-Royce Silver	Ghost - id: 4	App view	Process view	XML view
Proce	ess: 16.3 - Check shipment details against expected (afte	er breakdown)				
New request:	s from client 💿 In branch warehouse 💿 I	n hub warehouse 💿 Ready to send to carrier 💿	Received from GHA <b>1</b>			
🔲 Id	Name		Process No			
4	Rolls-Royce Silver Ghost		16.3			
Send selecte	ed shipments to consignee					

Click Send selected shipments to consignee to reach the following screen:



Cargo 🕋 Home 🝳 Se	earch 🛥 Cargo Post [	👌 АШВ	Rolls-Royce Silver	Ghost - id: 4	App view	Process view	XML view
Process: 19.3 - Discrepan	cy reports produced and resolv	ved					
New requests from client 👩	In branch warehouse 👩	In hub warehouse 👩	Ready to send to carrier 👩	Received from GHA 0			
🔲 Id	Name		Process No				

This is the view from the carrier's phase of the cycle:



You have now reached 19.3 in the process and the end of the shipment cycle.



Congratulations! You have completed the first scenario of the e-Cargo training, that is, understanding the shipment booking process.



**Note:** To demonstrate a variety of shipments, there may be several screens being shown, such as Rolls- Royce Silver Ghost, gray sailboat maroon fridge etc. The student is encouraged to create various shipments on one;s own and complete the various processes.



# Scenario 2: e-Cargo Supply Chain

Here is a simple concept. We set up groups which represent the whole supply chain:



The SkyRadar Aviation Security Laboratory allows to build the complete supply chain.

The e-Cargo chain - meaning the integration of the CARGO data into the virtual supply chain begins with the role of the Origin freight forwarder and ends with the role of the Destination freight forwarder. Both the shipper (consignor) and the receiver (consignee) can log into the supply chain anytime, to view the status of a shipment in real time.

Customs at both the origin and destination airports have the right to detain any suspicious shipment.

#### Exercise on Simple Cargo

Step into these 5 roles:

1. Origin Forwarders



- 2. Origin Ground Handlers
- 3. Carriers
- 4. Destination Ground Handlers
- 5. Experiment Master: Consignor, Consignee and Flight Data Processing

One person should have the role of the experiment leader. It may be the teacher, a senior student or a student of the team. All other roles should be alternating, so that the students can experience each role and get an understanding for the challenges of this specific role.

The <u>experiment master</u> sets the scope of the game. He provides a list of products to be transported (it could be a simple packing list, or a commercial invoice).

In this simple cargo example, we do not yet include customs

Let us enact this simple example:

#### Step 1: the Experiment Master starts off the process

The experiment master, in the role of the consignor passes the following packaging list to the origin shipper:

# PACKAGING LIST



Consignor:	Consignee:
Sandy Mount Wholesalers	Restaurant El Gran,
53, Aungler Street,	Plaza Reial, 8,
DO2 PT 67,	Barcelona, 08002
Dublin 2	Telephone: 034.931798491
Telephone: 014.4782607	
Date: [12/09/2017]	
• 25 bags of potatoes (10 kg each)	
<ul> <li>10 bags of rice (10 kg each)</li> </ul>	

• 500 bottles of water, 0.5litres each

Throughout the process the experiment master may challenge the delivery while delaying (or even cancelling) flights (representing natural hazards or reasons outside the carriers influence, like congestion of the air slots, natural hazards like storms, etc.)

#### Step 2: The origin forwarder creates the eAWB

The student with the role origin shipper creates an eAWB, booking the consignment into the next available aircraft to Stockholm. You get the flight data from the FDPS (Flight Data processing system), as seen in the next page:



2017-10-12	11:42:46

						2011-10	12 11012010	
Depar	tures Arrivals							
id	no	origin	destination	departure	arrival	distance	status	
1	1001	Frankfurt	Helsinki	11:02:35	11:05:35	515	active	
3	1003	Frankfurt	Helsinki	11:09:05	11:12:05	515	scheduled	
5	1005	Frankfurt	Helsinki	11:16:05	11:19:05	515	scheduled	
	1021	Frankfurt	Barcelona	11:02:35	11:06:35		active	
9	1023	Frankfurt	Barcelona	11:12:10	11:16:10	610	scheduled	
11	1041	Frankfurt	Zurich	11:02:40	11:05:40	490	scheduled	
13	1043	Frankfurt	Zurich	11:09:10	11:12:10	490	scheduled	
15	1061	Frankfurt	Milan	11:02:55	11:05:55	465	scheduled	
17	1063	Frankfurt	Milan	11:09:50	11:12:50	465	scheduled	
19	1081	Frankfurt	Rome	11:02:50	11:04:50	370	scheduled	
21	1083	Frankfurt	Rome	11:08:00	11:10:00	370	scheduled	
23	1085	Frankfurt	Rome	11:12:25	11:14:25	370	scheduled	

# (Only Departures)

						2017-10-1	12   11:43:52
Depart	tures Arrivals						
id	no	origin	destination	departure	arrival	distance	status
2	1002	Helsinki	Frankfurt	11:05:45	11:08:45	515	scheduled
4	1004	Helsinki	Frankfurt	11:12:10	11:15:10	515	scheduled
6	1006	Helsinki	Frankfurt	11:19:05	11:22:05	515	scheduled
8	1022	Barcelona	Frankfurt	11:07:35	11:11:35	610	scheduled
10	1024	Barcelona	Frankfurt	11:16:40	11:20:40	610	scheduled
12	1042	Zurich	Frankfurt	11:06:00	11:09:00	490	scheduled
14	1044	Zurich	Frankfurt	11:12:25	11:15:25	490	scheduled
16	1062	Milan	Frankfurt	11:27:05	11:09:35	465	scheduled
18	1064	Milan	Frankfurt	11:13:20	11:16:20	465	scheduled
20	1082	Rome	Frankfurt	11:05:25	11:07:25	370	scheduled
22	1084	Rome	Frankfurt	11:10:15	11:12:15	370	scheduled
24	1086	Rome	Frankfurt	11:15:10	11:17:10	370	scheduled

# (Only Arrivals)



-----

This screen displays all the flights including the flight ID, flight number, origin, destination, ETD (departure time), ETA (arrival), the distance in kilometres and the status. A live clock on the top right ticks away, to map the current time vis-à-vis the next available flight. The three differently coloured statuses include Scheduled, Active and Landed, as the case may be.

Select a flight from your origin port to the destination port, with the closest time of departure, or as you require. The Scheduling screen appears, as seen below:

Flight No	Aircraft		Airline	2017-10-12   11:47:01
1003	Aircra	t(1)	057	
Origin	Destinat	on	Distance	
Frankfurt	Helsin	ki	515	
Departure	Est. Depa	rture	Arrival	Est. Arrival
11:09:05			11:12:05	
Status: scheduled	Modified	On:		
Change Departure	Change Arrival	Change Speed		
<b>-</b> 11:09:05 <b>+</b>	- 11:12:05	-	+	
Back				

For the purposes of demonstration in this simulation, the Change Departure option works in increments of five seconds. In the real scenario, the actual flight schedules will replace this simulation.

Some of the fields are automatically populated, while the rest will be filled out by the actual user of the FDPS application. Click **Back** to view the screen with the latest status, as seen in the next page:



2017-10-12 | 11:50:12

Depar	tures Arriva	ls					
id	no	origin	destination	departure	arrival	distance	status
	1001	Frankfurt	Helsinki	11:02:35	11:05:35		active
3	1003	Frankfurt	Helsinki	11:09:05	11:12:05	515	scheduled
5	1005	Frankfurt	Helsinki	11:16:05	11:19:05	515	scheduled
	1021	Frankfurt	Barcelona	11:10:20	11:06:35		active
Ð	1023	Frankfurt	Barcelona	11:12:10	11:16:10	610	scheduled
11	1041	Frankfurt	Zurich	11:02:40	11:05:40	490	scheduled
13	1043	Frankfurt	Zurich	11:09:10	11:12:10	490	scheduled
15	1061	Frankfurt	Milan	11:02:55	11:05:55	465	scheduled
.7	1063	Frankfurt	Milan	11:09:50	11:12:50	465	scheduled
19	1081	Frankfurt	Rome	11:02:50	11:04:50	370	scheduled
1	1083	Frankfurt	Rome	11:08:00	11:10:00	370	scheduled
3	1085	Frankfurt	Rome	11:12:25	11:14:25	370	scheduled

The above screen shows that flight #7 from Frankfurt to Barcelona has been changed to 11:10:20 hours from 11:00:00 hours.

Open the e-Cargo application and go through the processes of booking a shipment, arranging a pickup, and transferring it to the Barcelona airport. Come to the creation of the airway bill. Here is a sample AWB:



requests	from client	In branch	warehouse 🔘	In hub ware	house ()	Ready to ser	nd to carrier 🔘	Received from GHA 👩	Floating Panel		
	AWB	(Mast	er Air V	/avbill)	for R	olls-R	ovce Si	ilver Ghost			
	Air Waybil		c) / III /	i a j sing	10110		of cc of	inter offoot			
	074-300					٩					
	Shipper's	Name and Add	ress				Consignee's Name and Address				
	Crooks,	Locie - 6610 Ja	cobi Mount - Mila	n		Schuster, Davion - 85575 Botsford Crescent - Frankfurt					
	Carrier		flight		Date		Airport of Departure Airp		Airport of Destination		
	KLM	KLM 1022			11:07:35		Barcelona		Frankfurt		
	Declared	Value for Carria	ge Declared Va	lue for Customs							
	Handling	Information									
	No of Pieces	Gross Weight	Rate Class Code	Commodity Item No.	Chargeable Weight	Rate/ Charge	Total	Nature and Quantity of Goods & Dimensions			
					magar	ciarge		Rolls-Royce Silver Ghost	DIMS: 70x140x110(cm)	×	

Click the Airway bill number icon to generate the airway bill number, as seen here:



	Home 1	Q Search	Ground Kings	AW8			Rolls-Royce	Silver Ghost - id: 4		App view Proce	is view XML vi
Рток	oess: 163 - O	veck shipment d	etails against expect	ed (after breakd	own)						
nd fr	om forwarde	Colle	et to load 👩 🕔	Inload flight 👩	Customs	release status	O Han	dover to forwarder 👩	Floating Panel 🙆		
	^		(1) /	+	A : )	A. /		) fair D			
	A	VVB	(Mas	ter	AIL	/vay	/DIII	l) for Ro	DIIS-R	oyce	
	S	ilve	r Gho	tza							
	0	n v C		500							
		aybill Number									
		4-49642143				٩					
	1000	per's Name and	Address 10 Jacobi Mount - Mi	lan				s Name and Address Davion - 85575 Botsford Cre	scent - Frankfurt		
	Carri	er	Flight		Date	Date Airport of Departure Airport of Destination			ion		
	к	м	1022		11:07:35		Barcelon		Frankfurt		
	Decla	ared Value for	Declared Va Customs	ilue for							
	carri	age	Castonis								
	Hand	lling Informatio									
	No of Piece		Rate Class t Code	Commodity Item No.	Chargeable Weight	Rate/ Charge	Total	Nature and Quantity of Goods & Dimensions			
	1	51	100	101000	57	10,0001	10000	Rolls-Royce Silver Gho	at DIMS: 70x140x110(cr	n)	



#### Step 3: The GHA sees and treats the eAWB (showing the receipt of the goods)

The student with the GHA role checks and completes the airway bill:

n forwarder 👩	Collect to		nload flight 👩	Custom	release status	0	ndover to forwarder 👩	Floating Panel		
O normality of the	Covert to		nicad night O	Customs	re-base scator	0 10		-inter O		
۸۱۸	IR (	Mac	tor	Airl	Mar	hil	I) for D		010	0
				-111	(va)	/DII	l) for R	Olis-R	Oyc	.9
Sil	ver	Ghc	st							
JI	vCI	One	50							
Air Waybi	l Number									
074-496	542143				۹					
Shipper's	Name and Add	ress				Consignee	's Name and Address			
Crooks,	Lonie - 6610 Ja	cobi Mount - Mil	an			Schuste	r, Davion - 85575 Botsford C	irescent - Frankfurt		
Carrier		Flight		Date		Airport of	Departure	Airport of Destina	rtion	
KLM		1022		11:07:35		Barcelo	na	Frankfurt		
Declared V Carriage	falue for	Declared Va Customs	lue for							
Handling	Information									
No of	Gross	Rate Class	Commodity	Chargeable	Rate/		Nature and Quantity			
Pieces	Weight	Code 100	Item No.	Weight 5T	Charge 10,0001	Total	of Goods & Dimension	s hest: DIMS: 70x140x110(c	web.	
				-	Colored .					

The air waybill is the most important document in the whole shipping cycle. Without it, no transhipment will be complete. The following fields appear in a blank air waybill:

- 1. Air Waybill number: The system will generate the 11 digit air waybill number.
- 2. **Shipper's name and address**: Enter the name, address, city, postal code, country and telephone number of the shipper.



- 3. **Consignee's name and address**: Enter the name, address, city, postal code, country and telephone number of the consignee.
- 4. Carrier: Enter the three letter code for the airline, for example, KLM
- 5. **Flight**: Enter the flight number, for example, KL0932.
- 6. **Date**: Enter the date of the flight.
- 7. **Airport of departure**: Enter the three letter city code, for example, VIE, for Vienna.
- 8. **Airport of destination**: Enter the three letter city code, for example, FRA for Frankfurt.
- Declared Value for Carriage: Enter the declared value for carriage as specified by the shipper. For example, 39,000 euros for a Rolls Royce Silver Shadow 2017 edition. If there is no value, enter NVD (NO VALUE).
- Declared Value for Customs: Enter a value for customs purposes as declared by the shipper as applicable. For example, 40,000 euros for a Rolls Royce Silver Shadow 2017 edition. Otherwise, leave the field blank.
- 11. **Handling Information**: Enter handling remarks, special instructions, identifying marks and numbers which appear on the consignment, method of packing, attachments, or instructions.
- 12. **Number of Pieces**: Indicate the number of pieces. Where there is more than one entry, enter the total number of pieces in the bottom row.
- 13. **Gross Weight**: Enter the actual gross weight of the pieces. When a ULD is used, indicate the actual tare weight as an additional line entry. Where there is more than one entry, enter the total gross weight of the shipment in the bottom row. For example, 4100.56 kilos. (Gross is net+tare. Tare is the weight of the container, or packing).
- 14. **Rate Class Code**: Enter the tariff level (rate class) under any of these six codes, as applicable:
  - **M**:Minimum freight
  - **C**:SCR (Specific Commodity Rates)



- **S**:Surcharge on the shipment. This is higher than the general cargo tariff.
- **R**:Reduced tariff, which is lesser than the general cargo tariff.
- **N**:Normal, for example 45 kilos or under.
- **Q**:Quantity, for example, 45 kilos or above

**Important:** Consult the carrier's agent for more information on rate class code.

- Commodity Item Number: Enter the commodity item number, for example, "9 UN1845" for Carbon Dioxide.
- 16. **Chargeable Weight**: Enter the actual weight or the dimensional weight, whichever is greater. For example, 124.5 kilos.
- 17. **Rate/Charge**: Enter the rate per unit, such as or a litre, kilogram or pound, for example, 0.5 euros per litre.
- 18. **Total Rate**: Enter the total rate of the shipment, that includes charges and surcharges, as applicable. For example, 2330 euros.
- 19. Nature and Quantity of Goods & Dimensions: Enter the description of a shipment, such as "Carbon dioxide, solid, 9 UN1845, 2 X 25 kg."
- 20. **Signature of Shipper or Agent**: Get the signature and stamp of the shipper or agent.
- 21. **Signature of Issuing Carrier:** Get the signature and stamp of the concerned airline authority.

**Note**: **Click Add rating line**, to add relevant information to the air waybill. More rows will appear, as seen below:

Click Save > Submit > Close, to get the final AWB, also called Master Air Waybill (MAWB).

#### Step 4: The GHA and the Airway bill

Here, the GHA compares the AWB, showing the loading of the aircraft) with the eCSD. The student with the role GHA updates the airway bill showing that the goods have been loaded into the aircraft.



	# Home	Q Sea	rch 🥪	Ground Kings	AWB			Rolls-Royce	Silver Ghost - id: 4		App view	Process view	XML vi
Рток	oess: 16-3 - C	heck shipn	ent details	against expects	sd (after breakd	own)							
d fr	rom forwards	• 0	Collect to I	load 🗿 U	nload flight 👩	Customs	release status	O Han	dover to forwarder 👩	Floating Panel			
	^	1 4 / 5	- //			۸·. ۱		1					
	A	VVt	3 (I	vias	ter	AIT	/vay	/bill	) for Re	olls-Re	oyce	е	
	S	ilv	er	Ghc	tza								
	0	IL V		Onc	50								
		Naybill Nor											
		74-4964214					٩						
	1000	per's Nam		ress cobi Mount - Mil	an				s Name and Address Davion - 85575 Botsford Cri	escent - Frankfurt			
	Carr	tier		Flight		Date		Airport of D	eparture	Airport of Destinat	ion		
	к	LM		1022		11:07:35		Barcelon		Frankfurt			
		lared Value	for	Declared Va	lue for								
	Ham	dling Infor	mation										
	No o Piec		Gross Weight	Rate Class Code	Commodity Item No.	Chargeable Weight	Rate/ Charge	Total	Nature and Quantity of Goods & Dimensions				
	1		57	100	101000	5T	10,0001	10000	Rolls-Royce Silver Gho	est DIMS: 70x140x110(cm	10		



The student with the role GHA create the eCSD (consignment security declaration). The Consignment Security Declaration (CSD) provides regulators with an audit trail of how, when and by whom cargo has been secured along the supply chain.

Its objective is to meet ICAO requirements, ensuring that each consignment received by an aircraft operator or a regulated agent comes with documentation, either on the e-Air Waybill or on a separate declaration.

To avoid a plethora of different security declarations, IATA developed a standard CSD in cooperation with the industry and regulators.

Cargo	🖷 Home 🔍	Search 😑 Cargo Post	AWS	Rolls-Royce Silver S	hadow - id: 10	App view	Process view	XML view
0	Process: 6.3 - Traesmit	forwarder information to carri	<b>H</b>					
New req	quests from client 🌀	In branch warehouse	In hub warehouse 🔘	Ready to send to carrier 👩	Received from GHA	Floating Panel		
	CSD (	Consignmen	it Security De	eclaration)				
	Air Waybill N	lo						
	074-16018	015						
	Regulated en	ntity category (RA, KC or A0) a	and identifier	Unique consigne	nent identifier			
	Contents of o	consignment						
	Rolls-Royc	ce Silver Shadow						
	Origin			Destination				
	Barcelona			Frankfurt				
	Security stat	tes.	Received from (codes)	Screening metho	od (codes)	Grounds for Exemption (code	s)	
	Security stat	us issued by		Security status i	ssued on			
	Regulated er	ntity category (RA, KC or AO) a	and Identifier					
	Additional se	ecurity information						
	Save	Close						



Fill out the following fields in the CSD screen, as appropriate:

- Regulated entity category (RA, KC or AO) and identifier: Enter the unique entity code for RA, KC or AO, as applicable. (RA = Regulated Agent, KC= Known Consignor, and AO= Aircraft Operator.)
- Unique consignment identifier: Enter the identification of the consignment. This may be an air waybill (format is nnn nnnnnnn), a house bill or a mail consignment identifier. But in a majority of cases, it is the air waybill.
- 3. **Contents of consignment**: Enter the consignment details, for example, 1 Rolls Royce Silver Shadow. Cobalt blue.
- 4. **Origin**: Enter the IATA three letter airport code, from where the consignment has originated, for example, VIE for Vienna.
- 5. **Destination**: Enter the destination IATA three letter airport code, for example, FRA for Frankfurt.
- 6. **Transfer/Transit points**: Enter the three letter transit airport code, if any. For example, MUN, (Munich) if the flight is VIE-MUN-FRA.
- 7. Security Status: Enter any of these three codes, as applicable:
  - i. SPX, if it is a regular passenger, cargo and mail aircraft.
  - ii. SCO, if it is an all cargo and all mail aircraft.
  - iii. SHR, if it is a high risk requirement all cargo and all mail aircraft.
- Received from (codes): Enter the code from whom received, for example, RA, KC or AO. (RA = Regulated Agent, KC= Known Consignor, and AO= Aircraft Operator.)
   Note: If the fields, "Grounds for Exemption" and "Other Screening Method" are not filled, then you cannot leave the "Received from" field blank.
- Screening Method (codes): This entry identifies codes assigned to the application of screening methods and technologies that are used to prevent act of unlawful interference. Enter any or more of these IATA specified codes, as applicable:
  - **PHS**-Physical Inspection and/or hand search



- VCK-Visual check
- **XRY**-Xray equipment
- **EDS**-Explosive detection system
- **RES**-Remote explosive scent tracing explosive detection dogs
- **FRD**-Free running explosive detection dogs
- VPT-Vapor trace
- **PRT**-Particle trace
- **MDE**-Metal Detection Equipment
- **AOM**-Subjected to any other means. You must complete this entry by using free text that specifies what other mean was used to secure the shipment. For example, the use of a hand held scanner.
- 10. **Grounds for Exemption (codes)**: Enter free text, if there is exemption, for example, *"free shipment of study material to under-privileged children in Germany."*
- 11. **Other Screening Method(s)**: Enter free text, if you encounter any screening situation, not covered under point 11, i.e, Screening Method (codes). For example, the shipment *"is too large for a scanner and was thus manually scanned and physically checked."*
- 12. Security status issued by: Enter the employee code of the RA, KC or AO.
- 13. Security status issued on: Enter the date of creating the CSD.
- 14. **Regulated entity category (RA, KC or AO) and Identifie**r: Enter the identifier that takes custody of the cargo and accepts the security status originally issued by the RA, KO or AO. For example, this can be the employee code of a security official, accepting responsibility for the security of the shipment.
- 15. Additional security information: Enter any additional security information that may be required by an ICAO Member State, for example, a national regulation, applicable to the responsibilities in the event of a false declaration, or any applicable emergency amendment. For example, the attachment of SAD (Single Administrative Document) required for custom purposes into the European Union.

This is how the fully populated CSD template will look like:



Process 6.3 - Tracemit forwarder information to carrier   New requests from client In branch warehouse   In hub warehouse   Ready to send to carrier   Received from GRA   Floating Panel   Floating Panel   CSDD (Consignment Security Declaration)   Air Waybill No   074-16018015   Regulated entity category (RA, KC or A0) and identifier   RA   123456788   Contents of consignment   Centers of consignment   Rails-Royce Silver Shadow	
CSD (Consignment Security Declaration) Ar Waybill No 074-16018015 Regulated entity category (RA, KC or A0) and identifier Unique consignment identifier R4 Contents of consignment	
Air Waybill No         074-16018015         Regulated entity category (RA, KC or AO) and identifier         RA         Unique consignment identifier         123456789	
Air Waybill No 074-16018015 Regulated entity category (RA, KC or AO) and identifier RA RA Contents of consignment	
074-16018015       Regulated entity category (RA, KC or AO) and identifier       RA       Unique consignment identifier       Contents of consignment	
Regulated entity category (RA, KC or AO) and identifier     Unique consignment identifier       RA     123456789       Contents of consignment     Contents of consignment	
RA 123456780 Contents of consignment	
Contents of consignment	
Rolls-Royce Silver Shadow	
Origin Destination	
Barcelona Frankfurt	
Security status Received from (codes) Screening method (codes) Grounds for Exemption (codes)	
Cleared 01001 X567Y 00	
Security status issued by Security status issued on	
ABC Oct 11, 2017	
Regulated entity category (RA, KC or AO) and Identifier	
RA	
Additional security information	
ALL DOCUMENTS VALIDATED	
Save Close	

#### Click Save.

**Click SDG** to generate a blank SDG template, as seen here:



Cargo	🖶 Home	Q Sea	rch :	Cargo Post	AW8	CSD	Rolls-Royce S	ilver Shadow - id: 10	App view	Process view	XML view
🞯 Pro	ocess: 6.3 - Tra	esmit forv	order in	formation to carr	der						
New requ	ests from clien	0	In brand	ch warehouse 🌘	) In hul	bwarehouse 🔘	Ready to send to carrier 🧿	Received from GHA	Floating Panel		

#### SDG (Shipper's Declaration for Dangerous Goods)

Consignee					Airport of departure		Airport of	destination
Walker, P	leggie - 8165 Vladimir Pine - Fra	inkfurt			Barcelona		Frankfu	rt
UN or ID	Proper shipping name	Class or di	Packing gr	Quantity and	type of packaging	Packing inst	ruction	Authorization
idditional )	Handling Information							

Make sure you populate the following fields in the SDG, as seen below:

- 1. **Shipper**: Enter the full name and address of the shipper.
- 2. Air Waybill number: The system will generate the airway bill.
- 3. **Consignee**: Enter the full name and address of consignee.
- 4. **Transport Details**: Specify if there are aircraft limitations, such as the *"the consignment complies with the limitations for passenger and cargo aircraft, or if the consignment is limited to cargo aircraft only."* Strike out the box that does not apply.
- 5. **Airport of Departure**:Enter the full name of the airport or city of departure. The three-letter airport code is not acceptable. This information can be left blank and completed by the agent or airline.
- 6. **Airport of Destination**: Enter the full name of the airport or city of destination. The three-letter airport code is not acceptable. This information can be left blank and completed by the agent or airline.



- 7. **Shipment Type**: Specify if the shipment is Non-Radioactive or Radioactive. strike out the box that does not apply.
- UN or ID: Specify the UN or ID number from Column A in Section 4.2 of the DG (Dangerous Goods) list, that records over 4,000 Dangerous Goods. Note that all entries begin with UN with one exception, which applies to consumer commodities, which is ID 8000.

(https://www.unece.org/fileadmin/DAM/trans/danger/publi/unrec/English/part3.pdf)

- 9. Proper shipping name: Specify the proper shipping name found in Column B of Section 4.2 of the DG list. For example, AMMONIUM PICRATE dry or wetted with less than 10% water, by mass. Note that some entries may require you to add the technical name of the product in parenthesis after the proper shipping name. This requirement is indicated by a star.
- Class or division: Enter the Class or division as specified in column 3 of section 4.2 of the DG list. For example, "1.1D" for the above mentioned example of a shipment of ammonia.
- 11. **Packaging group**: Enter the packing group as per column 6 of the DG list. In most cases, the DG list does not specify the UN packing group. Then you may leave the field blank.
- 12. **Quantity and type of packaging**: Enter the quantity and type of packaging. For example, 125 kilos of ammonium picrate in 25 kg glass jars.
- Packing instruction: Enter the packaging instruction as specified in column 8 of the DG list. For example, "P112(a) (b) or (c)" for a shipment of ammonia, as mentioned in the earlier points.
- 14. Authorization: Get or attach the required authorization to ship the consignment by air. In the European Union, EASA (European Aviation Safety Agency) is one such body (<u>https://www.easa.europa.eu/</u>), like the DOT (Department of Telecommunication) in the US.


- 15. Additional Handling Information: Enter any specific handling information relevant to the consignment, such as the emergency response telephone number for shipments, for large quantities, or high value items, or dangerous goods, such as ammunition cartridges. Or "*explosive material. Store away from sunlight*." Or *Infectious substance for laboratory testing.Do not open*"
- 16. **Declaration**: This will be printed in the SDG in its standard global format.
- 17. **Name of Signatory**: Enter the name of the person actually signing the shipper's declaration.
- 18. **WARNING**: This is a statutory warning that appears in the SDG, by default. You do not have to fill out any information.



Here is how the filled out SDG looks like:

	In branch warehouse	In hub wa	arehouse 🔘	Ready to send to	carrier 🗿 Rece	rived from GHA 👩 Floa	ating Panel 🔕	
SDG	(Shipper's De	eclarati	ion for	Danger	ous Good	ds)		
Shipper	64 (1971			Air	Waybill No			
Crist, Da	ryl - 829 Kulas Plaza - Milan				074-16018015			
Consignee				Air	rport of departure	Airport	t of destination	
Walker, I	Peggie - 8165 Vladimir Pine - Fra	nkfurt			Barcelona	Fran	skfurt	
	Provide Standards	Class or di	Packing gr	Quantity and typ	e of packaging	Packing instruction	Authorization	
UN or ID	Proper shipping name					FACTORY STANDARD	D Authorized by A	87
UN or ID Xr2123	Rolls Royce Silver Shac	Ä	cat Z	1 STANDARD		The second second		ars.

The student in the role of the destination GHA must verify the accuracy and validity of the eAWB, while getting this document from the destination freight forwarder. All the documents - the CSD, DSG and the waybill is loaded to the flight hold by the GHA, on successful validation of the documents and the shipment.

# Congratulations! You have completed the second scenario of the e-Cargo training, that is, understanding the e-Cargo Supply Chain.

**Note:** To demonstrate a variety of shipments, there may be several screens being shown, such as Rolls- Royce Silver Ghost, gray sailboat maroon fridge etc. The student is encouraged to create various shipments on one;s own and complete the various processes.



## Scenario 3: e-Cargo workflow of FDPS and Customs

Customs administrations and the IT Solution Providers are playing a pivotal role in the electronic air cargo supply chain. In June 2005 the World Customs Organization (WCO) Council adopted the Standards to Secure and Facilitate Global Trade (SAFE Framework) that would act as a deterrent to international terrorism, secure revenue collections and promote trade facilitation worldwide. In order to meet the WCO Safe Framework of standards, Customs Administrations around the world have devised Advance Cargo Information (ACI) initiatives such as US-AMS and EU-ICS. These ACI initiatives were historically based on the Cargo-IMP standards or customs administrations were using for their own messaging standards. As the customs administration teams are unable to support the Cargo-IMP messages directly from the industry members, who were mandated to provide advanced information, IT service providers were acting as a bridge between the air cargo stakeholders filing ACI and the customs administration teams.

IATA has given best practice examples like the implementations by Kühne & Nagel or the Argentinian Customs which have inspired our solution.

Customs has a view only access to a screen called Advanced Cargo Information where they have a view-only access to the supply chain.

#### Step 1: the Experiment Master starts off the process

The experiment master, in the role of the consignor passes the following packaging list to the origin shipper:

## PACKAGING LIST



Consignor:	Consignee:
Sandy Mount Wholesalers	Restaurant El Gran
53, Aungler Street	Plaza Reial, 8
DO2 PT 67	Barcelona, 08002
Dublin 2	Telephone: 034.931798491
Telephone: 014.4782607	
Date: [12/09/2017]	
• 25 bags of potatoes (10 kg each)	
<ul> <li>10 bags of rice (10 kg each)</li> </ul>	
• 500 bottles of water, 0.5litres each	

#### Step 2: The origin forwarder creates the eAWB

The student with the role of the origin shipper creates an eAWB, booking the consignment with the next available flight to Barcelona. He gets the FDPS (Flight Data Processing System) system. FDPS forms an important element of the airline and aerospace industries. Using this system, you can manage the entire airspace with greater flexibility.

You can combine sectors and adjust schedules to changing traffic demand patterns, specific weather conditions or areas that are temporarily reserved for military operations, in real time. The initial trajectory of a flight is continuously updated by radar data and by inputs from the controller.



For the sake of this application, the FDPS simulator lets you understand the booking and tracking of flights that carry shipments from one destination to another. The following sections describe the process of moving a shipment from Barcelona to Frankfurt to, as seen below in the screen for departures and arrivals:

						2017-10-1	12   12:40:16
Depart	tures Arrivals						
id	no	origin	destination	departure	arrival	distance	status
2	1002	Helsinki	Frankfurt	11:05:45	11:08:45	515	scheduled
4	1004	Helsinki	Frankfurt	11:12:10	11:15:10	515	scheduled
6	1006	Helsinki	Frankfurt	11:19:05	11:22:05	515	scheduled
8	1022	Barcelona	Frankfurt	11:07:35	11:11:35	610	scheduled
10	1024	Barcelona	Frankfurt	11:16:40	11:20:40	610	scheduled
12	1042	Zurich	Frankfurt	11:06:00	11:09:00	490	scheduled
14	1044	Zurich	Frankfurt	11:12:25	11:15:25	490	scheduled
16	1062	Milan	Frankfurt	11:27:05	11:09:35	465	scheduled
18	1064	Milan	Frankfurt	11:13:20	11:16:20	465	scheduled
20	1082	Rome	Frankfurt	11:05:25	11:07:25	370	scheduled
22	1084	Rome	Frankfurt	11:10:15	11:12:15	370	scheduled
24	1086	Rome	Frankfurt	11:15:10	11:17:10	370	scheduled

This screen displays all the flights including the flight ID, flight number, origin, destination, ETD (departure time), ETA (arrival), the distance in kilometres and the status. A live clock on the top right ticks away, to map the current time vis-à-vis the next available flight. The three differently coloured statuses include Scheduled, Active and Landed, as the case may be.

Select a flight from your origin port to the destination port, with the closest time of departure, or as you require. The Scheduling screen appears, as seen below:



			2017-08-21   12:36:28
Flight No	Aircraft	Airline	
1021	Aircraft(7)	220	
Origin	Destination	Distance	
Dublin	Barcelona	700	
Departure	Est. Departure	Arrival	Est. Arrival
07:27:45		07:32:50	
Long, Lat	Alt	Ground Speed	
Status: active	Modified On: 2017-08-14 12:37:46		
Change Departure Change Arrival	Change Speed		
- 07:27:45 <b>+</b> - 07:32	2:50 + - +		
Back			
Back			

For the purposes of demonstration in this simulation, the Change Departure option works in increments of five seconds. In the real scenario, the actual flight schedules will replace this simulation. Some of the fields are automatically populated, while the rest will be filled out by the actual user of the FDPS application.

**Click Back** to view the screen with the latest status, as seen below:



Depar	tures Arriva	ls					
id	no	origin	destination	departure	arrival	distance	status
	1001	Frankfurt	Helsinki	11:02:35	11:05:35		active
3	1003	Frankfurt	Helsinki	11:09:05	11:12:05	515	scheduled
5	1005	Frankfurt	Helsinki	11:16:05	11:19:05	515	scheduled
7	1021	Frankfurt	Barcelona	11:20:05	11:06:35	610	active
9	1023	Frankfurt	Barcelona	11:12:10	11:16:10	610	scheduled
11	1041	Frankfurt	Zurich	11:02:40	11:05:40	490	scheduled
13	1043	Frankfurt	Zurich	11:09:10	11:12:10	490	scheduled
15	1061	Frankfurt	Milan	11:02:55	11:05:55	465	scheduled
17	1063	Frankfurt	Milan	11:09:50	11:12:50	465	scheduled
19	1081	Frankfurt	Rome	11:02:50	11:04:50	370	scheduled
21	1083	Frankfurt	Rome	11:08:00	11:10:00	370	scheduled
23	1085	Frankfurt	Rome	11:12:25	11:14:25	370	scheduled

#### 2017-10-12 | 12:45:22

Go to the **e-Cargo** application.

**Note:** During any stage in the e-Cargo application, you can select the **Process View**, to understand the relevant steps and to co-ordinate where you are, in the workflow.



The involved processes are 7.1, 9.4, 13.1 and 15.1 for export and import process.

Go to the **Home** page and **click** the GHA tab, to view the following screen:



Cargo 🖷 Home 🔾	Search Ground K	ings 🚹 AWB		maroon fridge - id: 9	App view	Process view	XML view
Process: 7.1 - Channel	orwarder information to (	HSA where applicable					
Received from forwarder 🧿	Collect to load	Unload flight 🕕	Customs release status	Handover to forwarder 👩			
Received car	goes from I	forwarder	ſS.				

ы	Name	Process No
3	shiny belmet	7.1
6	white slipper	7.1
9	maroon fridge	7.1

There is an acknowledgement that these shipments have been received from the freight forwarder.

**Click** the maroon fridge row, to get the following screen:

Cargo 1	🕈 Home 🛛 Q Search 🤐	- Ground Kings	AWB	Roll	ls-Royce Silver Ghost - id: 4		App view	Process view	XML view
Proce	ess: 7.1 - Channel forwarder info	rmation to GHA wh	nere applicable						
Received from	m forwarder 1 Collect to	load 👩 Unl	load flight 👩	Customs release status 👩	Handover to forwarder 💿	Floating Panel 💌			
	Rolls-Royce	Silver (	Ghost -	4					
	Air Waybill No			074	-49642143				
	Flight			KLM	/ 1022				
	From			Bar	celona				
	То			Fra	nkfurt				
	1. Rolls-Royce Silver Ghost D	DIMS: 70x140x110(	cm)						
	2.								
	Accept Cargo Reject	Cargo							

Click **Accept Cargo**, to view the accepted status.

As the GHA, you have the option to either accept the cargo, or reject it, if need be.

When you click **Accept Cargo**, you will get the **Accepted! Close this panel** tab. **Click this tab**, to get the Rolls-Royce Silver Ghost row in the Collect to load Pane.



You are now in process 9.4, as seen here:



**Note:** A shipment can also get rejected, for various reasons. In such a case, the rejected item will be archived, for reference. You can view the list of rejected shipments by using the

Q Search

option.

Click Collect to Load, to view the following screen:

Cargo 🖪 Home	Q Se	sarch Ground Ki	ings 🚺 AWB		maroon fridge - id: 9	App view	Process view	XML view
Process: 9.4	Collect freig	ght and unitize as planne	ed					
Received from forwar	der O	Collect to load 🧿	Unload flight 👩	Customs release status 🔕	Handover to forwarder 👩			
Select shi	pme	nts to ser	d them t	o hold area, p	arking and to loa	d flight		
ы	9	Name			Process No			
0 2		pink lace			9.4			
9		maroon fridge			9.4			

The shipment, (in this example) maroon fridge has moved from the forwarder to the loading area. From here, the shipment will be sent to the hold area, parking and load flight.



**Select** the maroon fridge row and send it for shipment, as seen below:

Process: 13.1 - Receive s	Search Ground Kin			maroon fridge - id: 9	App view	Process view	XML view
Received from forwarder 🧿	Collect to load	Unload flight 👩	Customs release status 🗿	Handover to forwarder			
Jnload flight	and accept	t received	d shipments				
	and accept	t received	d shipments	Process No			
Jnload flight 🏻 м		t received	d shipments	Process No 13.1			

A Process: 15.1 - Ch	eck customs release status					
Received from forwarder	Collect to load	Unload flight 👩	Customs release status	Handover to forwarder		
Verify custo	oms status					
ы	Name			Process No		
0 7	orange purse			15.1		
9	maroon fridge			15.1		
12 12	gray sailboat			15.1		
0 13	white model car			15.1		

You are in process 13.1, as seen here:





#### Click the Unload flight pane, to view the following screen:



Check the **Rolls-Royce Silver Ghost** row and click **Receive selected shipments in warehouse**, to get the following screen:



You have now reached 15.1 in the process, as seen here:





Click the Customs release status pane, to get the following screen:

Cargo 👫 Home	🔍 Search Ground Kings 📄 AWB	Rolls-Royce Silver Ghost - id: 4	App view	Process view	XML view
Process: 15.1 -	Check customs release status				
Received from forward	er 💿 Collect to load 💿 Unload flight 🗿	Customs release status (1) Handover to forwarder (1)			
Verify cust	oms status				
🔲 Id	Name	Process No			
☐ 4	Rolls-Royce Silver Ghost	15.1			
Verify selected shipme	nts				

**Check** the **Rolls-Royce Silver Ghost** row and click **Verify selected shipments,** to get the following screen in the Handover to forwarder pane:

Cargo 🕋 Home 🔍 S	earch 🤲 Ground Kin	gs 🗋 AWD	Rol	App view	Process view	XML view	
Process: 15.3 - Handover	freight to forwarder						
Received from forwarder 💿	Collect to load 👩	Unload flight 🗿	Customs release status 👩	Handover to forwarder 1			
Verify custom	s status						
🔲 Id	Name		Pro	cess No			
Verify selected shipments							

You are now at process 15.3, as seen here:





#### Click the Handover to forwarder pane, to get the following screen:

Cargo	<b>Q</b> Search Ground King	ss 📑 AWB		App view	Process view	XML view		
Process: 15.3 - H	andover freight to forwarder							
Received from forward	er	Unload flight 👩	Customs release status 👩	Handover to forwarder 📵				
Handover	cargo to forwa	arder. Dri	ver should ac	cknowledge re	eceipt.			
🔲 Id	Name			0	Process No			
4	Rolls-Royce Silver Ghost				15.3			
Handover selected shi	pments and collect receipt							

Check the **Rolls-Royce Silver Ghost** row and click **Handover selected shipments and** collect receipt.

The shipment has moved from the freight forwarder and the origin GHA to Customs.

Go to **Home > Customs**, to view the following screen:



You have now reached 16.3 in the process, as seen here:





Go to **Home > Freight Forwarder** to view the following screen:

Cargo 🕋	Home 🛛 Q Search 🗠 Cargo Post	АШВ	Rolls-Royce Silver	Ghost - id: 4	App view	Process view	XML view
Process:	: 16.3 - Check shipment details against exp	ected (after breakdown)					
New requests fr	rom client 👩 In branch warehouse	0 In hub warehouse 0	Ready to send to carrier 👩	Received from GHA 🕕			
🔲 Id	Name			Process No			
<b>4</b>	Rolls-Royce Silver Ghost			16.3			
Send selected :	shipments to consignee						

Click Send selected shipments to consignee to reach the following screen:

				Shost - id: 4	App view	Process view	XML view
Process: 19.3 - Discrepancy repor	ts produced and resolved						
New requests from client 💿 In bra	anch warehouse 👩 🛛 In	hub warehouse 💿 🛛 Ready	to send to carrier 👩	Received from GHA 💿			
🔲 Id	Name		Process No				

This is the view from the carrier's phase of the cycle:

Cargo 🕋 Home	<b>Q</b> Se	arch 🚓 KLN	AWB	Rolls-Royce Silver Ghost - id: 4	App view	Process view	XML view
Process: 19.3 - Dise	crepanc	y reports produced a	and resolved				
1021	0	Id	Name		Process No		
(Frankfurt-Barcelona)   11:02:35		4	Rolls-Royce Silver Ghost		19.3		
1022 (Barcelona-Frankfurt)   11:07:35	0						



You have now reached 19.3 in the process and the end of the shipment cycle.



## **Unit Load Devices**

A unit load device (ULD) is (usually) a metallic container used to load luggage, freight, and mail on wide-body aircraft and specific narrow-body aircraft. It allows a large quantity of cargo to be bundled into a single unit. Thus several shipments going to the same destination can be packed inside a ULD, and loaded inside an aircraft, saving a lot of time and effort. Each ULD has its own packing list (or manifest) so that its contents can be tracked.

Each airline has a unique ULd numbering system, as this link will show: https://docs.google.com/spreadsheets/d/1\_WNFotOtrcz5hrVFdJBpiQvh2eEeN5FDucUVIa2 VJkQ/edit#gid=0

Do explore this spreadsheet at length and familiarise yourself with the codes.

Congratulations! You have completed the third scenario of the e-Cargo training, that is, understanding the FDPS and Customs views.

**Note:** To demonstrate a variety of shipments, there may be several screens being shown alternatively, such as Rolls - Royce Silver Ghost, gray sailboat maroon fridge etc. The student is encouraged to create various shipments on one's own and complete the various processes.



## Scenario 4: e-Cargo workflow of Customs with Dangerous Goods

To ship dangerous goods, consignors are required to prepare a form certifying that the cargo has been packed, labeled and declared according with the IATA Dangerous Goods Regulations (DGR). You may use the following tool to categorize the dangerous goods.

**Important:** Do study the Hazmat tool, to familiarise yourself with dangerous goods, their categorisation and the action to be performed when you locate a dangerous goods, in your role as the GHA. Please consider that local law is also relevant in this case.

#### **Step 1: the Experiment Master starts off the process**

The experiment master, in the role of the consignor passes the following packaging list to the origin shipper:



PACKAGING LIST									
Consignor: Sandy Mount Wholesalers	Consignee: Restaurant El Gran								
53, Aungler Street	Plaza Reial, 8								
DO2 PT 67	Barcelona, 08002								
Dublin 2	Telephone: 034.931798491								
Telephone: 014.4782607									
Date: [26/09/2017]									
25 bags of potatoes (10 kg each)									
10 bags of rice (10 kg each)									
500 bottles of water, 0.5litres each									

### Step 2: The origin forwarder creates the eAWB

The student with the role origin shipper creates an eAWB, booking the consignment into the next available aircraft to Barcelona. He gets the flight data from the Flight data processing system FDPS. He also has to fill out the Dangerous Goods Declaration.



Complete the processes from booking a consignment to the point of having to creating the airway bill. If in doubt, refer to the first training scenario.

As the freight forwarder, you have reached the shipment to the hub warehouse:

Cargo	希 Home 🛛 🔍 Se	earch 🖾 Cargo Post		Rolls-Royce Silver Ghost - id: 4	App view	Process view	XML view
U Proc	cess: 5.4 - Create MAWI	B shipment record and consolic	lation manifest				
New reque	ests from client 🕕	In branch warehouse 🔘	In hub warehouse 📵	Ready to send to carrier <b>()</b> Received from GHA <b>()</b>			
Cargo	o received	d at the hub	warehouse	. Create the AWB now!			
Id	Name			Process	No		
4	Rolls-Royce	e Silver Ghost		5.4			

You are now in process 5.4 as seen here:



**Click** the **Rolls-Royce Silver Ghost** row in In hub warehouse, to generate the air waybill template, as seen here:



Cargo 🐔	Home Q	Search 💁	Cargo Post			Rolls-R	oyce Silver Ghos	st - id: 4		App view	Process view	XML view
Process	: 5.4 - Create MA	WB shipment re	cord and consol	idation manifest	<u>í</u>							
New requests	from client 🕕	In branch w	varehouse 🗿	In hub ware	house 🚺	Ready to send	d to carrier 👩	Received from GHA 0	Floating Pane	el 🗙		
	AWB	(Maste	er Air W	/avbill)	for Ro	olls-Ro	ovce Si	ilver Ghost				
	Air Waybil			<i>J i</i>			5					
	074-XXX	XXXXXX				٩						
	Shipper's	Name and Addre	255				Consignee's	Name and Address				
	Crooks,	Lonie - 6610 Jac	obi Mount - Mila	n			Schuster, Davion - 85575 Botsford Crescent - Frankfurt					
	Carrier		Flight		Date		Airport of De	eparture	Airport of Des	tination		
	KLM		1022		11:07:35		Barcelona	a	Frankfurt			
	Declared V	alue for Carriag	e Declared Va	ue for Customs								
	Handling I	nformation										
	No of Pieces	Gross Weight	Rate Class Code	Commodity Item No.	Chargeable Weight	Rate/ Charge	Total	Nature and Quantity of Goods & Dimensions				
								Rolls-Royce Silver Ghost	DIMS: 70x140x11	0(cm)	×	
	Add rati	ng line										
		-7-0- 										
	Save	Close										

The air waybill is the most important document in the whole shipping cycle. Without it, no transhipment will be complete. Populate the following fields, including the generation of the air waybill number:

- 1. Air Waybill number: The system will generate the 11 digit air waybill number.
- 2. **Shipper's name and address**: Enter the name, address, city, postal code, country and telephone number of the shipper.
- 3. **Consignee's name and address**: Enter the name, address, city, postal code, country and telephone number of the consignee.
- 4. Carrier: Enter the three letter code for the airline, for example, KLM
- 5. **Flight**: Enter the flight number, for example, KL0932.
- 6. **Date**: Enter the date of the flight.



- 7. Airport of departure: Enter the three letter city code, for example, VIE, for Vienna.
- 8. **Airport of destination**: Enter the three letter city code, for example, FRA for Frankfurt.
- Declared Value for Carriage: Enter the declared value for carriage as specified by the shipper. For example, 39,000 euros for a Rolls Royce Silver Shadow 2017 edition. If there is no value, enter NVD (NO VALUE).
- Declared Value for Customs: Enter a value for customs purposes as declared by the shipper as applicable. For example, 40,000 euros for a Rolls Royce Silver Shadow 2017 edition. Otherwise, leave the field blank.
- 11. **Handling Information**: Enter handling remarks, special instructions, identifying marks and numbers which appear on the consignment, method of packing, attachments, or instructions.
- 12. **Number of Pieces**: Indicate the number of pieces. Where there is more than one entry, enter the total number of pieces in the bottom row.
- 13. Gross Weight: Enter the actual gross weight of the pieces. When a ULD is used, indicate the actual tare weight as an additional line entry. Where there is more than one entry, enter the total gross weight of the shipment in the bottom row. For example, 4100.56 kilos. (Gross is net+tare. Tare is the weight of the container, or packing).
- 14. **Rate Class Code**: Enter the tariff level (rate class) under any of these six codes, as applicable:
  - **M**:Minimum freight
  - **C**:SCR (Specific Commodity Rates)
  - **S**:Surcharge on the shipment. This is higher than the general cargo tariff.
  - **R**:Reduced tariff, which is lesser than the general cargo tariff.
  - **N**:Normal, for example 45 kilos or under.
  - **Q**:Quantity, for example, 45 kilos or above

**Important:** Consult the carrier's agent for more information on rate class code.



- Commodity Item Number: Enter the commodity item number, for example, "9 UN1845" for Carbon Dioxide.
- 16. **Chargeable Weight**: Enter the actual weight or the dimensional weight, whichever is greater. For example, 124.5 kilos.
- 17. **Rate/Charge**: Enter the rate per unit, such as or a litre, kilogram or pound, for example, 0.5 euros per litre.
- 18. **Total Rate**: Enter the total rate of the shipment, that includes charges and surcharges, as applicable. For example, 2330 euros.
- 19. **Nature and Quantity of Goods & Dimensions**: Enter the description of a shipment, such as "Carbon dioxide, solid, 9 UN1845, 2 X 25 kg."
- 20. **Signature of Shipper or Agent**: Get the signature and stamp of the shipper or agent.
- 21. **Signature of Issuing Carrier:** Get the signature and stamp of the concerned airline authority.

**Note**: **Click Add rating line**, to add relevant information to the air waybill. More rows will appear, as seen below:



argo	삼 Home	Home 🝳 Search 🗠 Cargo Post					Rolls-Ro	oyce Silver Gho	st - id: 4	App view Process view			XML vi
🛡 Pro	ocess: 5.4 - Crea	ite MAWB s	hipment rec	ord and consol	idation manifest								
ew requ	ests from client	t 🚺	In branch w	arehouse 👩	In hub ware	house 1	Ready to send	I to carrier 👩	Received from GHA 0	Floating Panel 💌			
	AW	/R (N	laste	r Air W	/avbill)	for Ro	olls-Ro	VCP S	ilver Ghost				
		aybill Num		1 / MI 4 3	ay brity	101110		yee e					
		4-79360525					٩						
	Shipp	oer's Name	and Addre	55				Consignee's	Name and Address				
	Cro	ooks, Lonie	e - 6610 Jaco	bi Mount - Mila	n			Schuster,	Davion - 85575 Botsford Crescer	nt - Frankfurt			
	Carrie	Carrier Flight D						Airport of D	eparture	Airport of Destinatio	on		
	KL	М		1022		11:07:35		Barcelon		Frankfurt			
	Decla	red Value	for Carriage	Declared Val	ue for Customs								
	10,	,000 Euros		10,000 Eu	ros								
	Hand	ling Inform	nation										
	HA	NDLE WITH	H CARE										
	No of Piece		iross Veigh <mark>t</mark>	Rate Class Code	Commodity Item No.	Chargeable Weight	Rate/ Charge	Total	Nature and Quantity of Goods & Dimensions				
	1		5T	100	101000	5T	10,000E	10000	Rolls-Royce Silver Ghost	DIMS: 70x140x110(cm)		×	
												×	
		d rating lin											
	Ad	u raung lin	e										

**Click Save > Submit > Close** to get the final MAWB, as seen here:

Save Close



🕯 Home 🛛 🔾	Search	Ground Kings	AWB			Rolls-Royce	Silver Ghost - id: 4		App view	Process view
ss: 16.3 - Check s	hipment details	against expecte	ed (after breakde	wn)						
n forwarder 👩	Collect to	load 👩 V	nload flight 👩	Customs	release status	0 Han	dover to forwarder 👩	Floating Panel 💌		
AW	/В (	Mas	ter /	Air \	Nay	/bill	) for Ro	olls-R	OVC	e
		Ghc			,				5	
JI		Unc	JSL							
Air Waybil	l Number									
074-496	42143				Q					
	Name and Add					1	Name and Address			
Crooks,	Lonie - 6610 Ja	cobi Mount - Mil	an			Schuster	Davion - 85575 Botsford Cres	scent - Frankfurt		
Carrier		Flight		Date		Airport of D	eparture	Airport of Destina	tion	
KLM		1022		11:07:35		Barcelon	3	Frankfurt		
Declared V Carriage	/alue for	Declared Va Customs	lue <mark>for</mark>							
Handling I	nformation									
No of Pieces	Gross Weight	Rate Class Code	Commodity Item No.	Chargeable Weight	Rate/ Charge	Total	Nature and Quantity of Goods & Dimensions			
1	5T	100	101000	5T	10,0008	10000	Rolls-Royce Silver Ghos	st DIMS: 70x140x110(cr	m)	

## Click Save, Submit and Close.

The freight forwarder readies the shipment for the carrier:





☐ 4	Rolls-Royce Silver Ghost	6.3
Send selected shipmer	its	

You are now ready to create the SDG and the CSD documents, as seen below:



**Click CSD** to create the Consignment Security Declaration (CSD) and **click SDG** to create the Shipper's Declaration for Dangerous Goods (SDG) template, as seen here:



Cargo 🔏 Home	<b>Q</b> Search 🗠 Cargo Post [	AWB	Rolls-Royce Silver Si	nadow - id: 10	App view	Process view	XML view
Process: 6.3 - Trans	smit forwarder information to carrier						
New requests from client	In branch warehouse 0	In hub warehouse 👩	Ready to send to carrier 🧿	Received from GHA 0	Floating Panel 💌		

## CSD (Consignment Security Declaration)

nds for Exemption (codes)

In the CSD template, make sure to populate fill out the following fields:

- Regulated entity category (RA, KC or AO) and identifier: Enter the unique entity code for RA, KC or AO, as applicable. (RA = Regulated Agent, KC= Known Consignor, and AO= Aircraft Operator.)
- 2. **Unique consignment identifier**: Enter the identification of the consignment. This may be an air waybill (format is nnn nnnnnnn), a house bill or a mail consignment identifier. But in a majority of cases, it is the air waybill.



- 3. **Contents of consignment**: Enter the consignment details, for example, 1 Rolls Royce Silver Shadow. Cobalt blue.
- 4. **Origin**: Enter the IATA three letter airport code, from where the consignment has originated, for example, VIE for Vienna.
- 5. **Destination**: Enter the destination IATA three letter airport code, for example, FRA for Frankfurt.
- 6. **Transfer/Transit points**: Enter the three letter transit airport code, if any. For example, MUN, (Munich) if the flight is VIE-MUN-FRA.
- 7. Security Status: Enter any of these three codes, as applicable:
  - i. SPX, if it is a regular passenger, cargo and mail aircraft.
  - ii. SCO, if it is an all cargo and all mail aircraft.
  - iii. SHR, if it is a high risk requirement all cargo and all mail aircraft.
- Received from (codes): Enter the code from whom received, for example, RA, KC or AO. (RA = Regulated Agent, KC= Known Consignor, and AO= Aircraft Operator.)
   Note: If the fields, "Grounds for Exemption" and "Other Screening Method" are not filled, then you cannot leave the "Received from" field blank.
- Screening Method (codes): This entry identifies codes assigned to the application of screening methods and technologies that are used to prevent act of unlawful interference. Enter any or more of these IATA specified codes, as applicable:
  - **PHS**-Physical Inspection and/or hand search
  - VCK-Visual check
  - **XRY**-Xray equipment
  - **EDS**-Explosive detection system
  - **RES**-Remote explosive scent tracing explosive detection dogs
  - **FRD**-Free running explosive detection dogs
  - VPT-Vapor trace
  - **PRT**-Particle trace
  - **MDE**-Metal Detection Equipment



- **AOM**-Subjected to any other means. You must complete this entry by using free text that specifies what other mean was used to secure the shipment. For example, the use of a hand held scanner.
- 10. **Grounds for Exemption (codes)**: Enter free text, if there is exemption, for example, *"free shipment of study material to under-privileged children in Germany."*
- 11. **Other Screening Method(s)**: Enter free text, if you encounter any screening situation, not covered under point 11, i.e., Screening Method (codes). For example, the shipment *"is too large for a scanner and was thus manually scanned and physically checked."*
- 12. Security status issued by: Enter the employee code of the RA, KC or AO.
- 13. Security status issued on: Enter the date of creating the CSD.
- 14. Regulated entity category (RA, KC or AO) and Identifier: Enter the identifier that takes custody of the cargo and accepts the security status originally issued by the RA, KO or AO. For example, this can be the employee code of a security official, accepting responsibility for the security of the shipment.
- 15. Additional security information: Enter any additional security information that may be required by an ICAO Member State, for example, a national regulation, applicable to the responsibilities in the event of a false declaration, or any applicable emergency amendment. For example, the attachment of SAD (Single Administrative Document) required for custom purposes into the European Union.

This is how the fully populated CSD template will appear:



Cargo 倄	Home <b>Q</b> S	Search	车 Cargo Post	AWB	Rolls-Royce Silver Sł	nadow - id: 10	App view	Process view	XML view
Process:	6.3 - Transmit fo	orwarder i	nformation to carr	ier					
New requests fr	rom client 👩	In brar	nch warehouse	In hub warehouse 👩	Ready to send to carrier 2	Received from GHA 0	Floating Panel 💌		

## CSD (Consignment Security Declaration)

074-16018015			
Regulated entity category (R	A, KC or AO) and identifier	Unique consignment identifier	
RA		123456789	
Contents of consignment			
Rolls-Royce Silver Shadow			
Origin		Destination	
Barcelona		Frankfurt	
Security status	Received from (codes)	Screening method (codes)	Grounds for Exemption (codes
Cleared	01001	X567Y	00
Security status issued by		Security status issued on	
ABC		Oct 11, 2017	
Regulated entity category (R	A, KC or AO) and Identifier		
RA			
Additional security informat	ion		
ALL DOCUMENTS VALIDATE	D		

**Click SDG** to generate a SDG template, as seen here:



Cargo	삼 Home	<b>Q</b> Search	💁 Cargo Post	AWB	CSD	Rolls-Royce Si	ilver Shadow - id: 10	App view	Process view	XML view
🛛 Pr	ocess: 6.3 - Tra	nsmit forward	ler information to carr	ier						
New requ	ests from clien	t 💽 In	branch warehouse	In hub	warehouse 👩	Ready to send to carrier 🧿	Received from GHA 👩	Floating Panel 💌		

## SDG (Shipper's Declaration for Dangerous Goods)

Shipper Crist, Daryl - 829 Kulas Plaza - Milan				Air Waybill No				
					074-16018015			
Consignee					Airport of departure		Airport of	destination
Walker, F	eggie - 8165 Vladimir Pine - Fra	ank <mark>fu</mark> rt			Barcelona		Frankfu	rt
UN or ID	Proper shipping name	Class or di	Packing gr	Quantity and	type of packaging	Packing instr	uction	Authorization
Additional	Handling Information							

Make sure you you populate the following fields i the SDG form, as seen below:

- 1. Shipper: Enter the full name and address of the shipper.
- 2. Air Waybill number: The system will generate the airway bill.
- 3. **Consignee**: Enter the full name and address of consignee.
- 4. **Transport Details**: Specify if there are aircraft limitations, such as the *"the consignment complies with the limitations for passenger and cargo aircraft, or if the consignment is limited to cargo aircraft only."* Strike out the box that does not apply.
- 5. **Airport of Departure**:Enter the full name of the airport or city of departure. The three-letter airport code is not acceptable. This information can be left blank and completed by the agent or airline.
- 6. **Airport of Destination**: Enter the full name of the airport or city of destination. The three-letter airport code is not acceptable. This information can be left blank and completed by the agent or airline.



- 7. **Shipment Type**: Specify if the shipment is Non-Radioactive or Radioactive. strike out the box that does not apply.
- UN or ID: Specify the UN or ID number from Column A in Section 4.2 of the DG (Dangerous Goods) list, that records over 4,000 Dangerous Goods. Note that all entries begin with UN with one exception, which applies to consumer commodities, which is ID 8000.

(https://www.unece.org/fileadmin/DAM/trans/danger/publi/unrec/English/part3.pdf)

- 9. Proper shipping name: Specify the proper shipping name found in Column B of Section 4.2 of the DG list. For example, AMMONIUM PICRATE dry or wetted with less than 10% water, by mass. Note that some entries may require you to add the technical name of the product in parenthesis after the proper shipping name. This requirement is indicated by a star.
- Class or division: Enter the Class or division as specified in column 3 of section 4.2 of the DG list. For example, "1.1D" for the above mentioned example of a shipment of ammonia.
- 11. **Packaging group**: Enter the packing group as per column 6 of the DG list. In most cases, the DG list does not specify the UN packing group. Then you may leave the field blank.
- 12. **Quantity and type of packaging**: Enter the quantity and type of packaging. For example, 125 kilos of ammonium picrate in 25 kg glass jars.
- Packing instruction: Enter the packaging instruction as specified in column 8 of the DG list. For example, "P112(a) (b) or (c)" for a shipment of ammonia, as mentioned in the earlier points.
- 14. Authorization: Get or attach the required authorization to ship the consignment by air. In the European Union, EASA (European Aviation Safety Agency) is one such body (<u>https://www.easa.europa.eu/</u>), like the DOT (Department of Telecommunication) in the US.



- 15. Additional Handling Information: Enter any specific handling information relevant to the consignment, such as the emergency response telephone number for shipments, for large quantities, or high value items, or dangerous goods, such as ammunition cartridges. Or "*explosive material. Store away from sunlight*." Or *Infectious substance for laboratory testing.Do not open*"
- 16. **Declaration**: This will be printed in the SDG in its standard global format.
- 17. **Name of Signatory**: Enter the name of the person actually signing the shipper's declaration.
- 18. **WARNING**: This is a statutory warning that appears in the SDG, by default. You do not have to fill out any information.



You are now in process 6.3, as seen here:



You have now understood the shipping documentation flow - creating the air waybill, CSD and DSG.

In the coming section, you will see the interaction of the Customs in the e-Cargo workflow.







Click **Customs,** to view the following screen:

Cargo 🖪	Home 🛛 Q Search 👩 Customs 📄 AWB	pink lace-id: 2	App view	Process view	XML view
Process	s: 9.4 - Collect insight and unitize as planned				
Imports 🕤	Exports				
Select	shipments to view attached o	locuments			
6	Name	Process No			
7	orange purse	15.1			
12	g-ay-saliboat	15.1			
13	white model car	15.4			

There are two tabs for **Imports** and **Exports**. Depending on which end, your role as a Customs official is, you can see there are three shipments ready for export, such as orange purse, gray sailboat and white model car.

Imports are for shipments coming into an airport, like Frankfurt. Customs officials will be able to view documents and shipments reaching into this airport.

Exports are for shipments going out of an airport, like Frankfurt. Customs officials will be able to view documents and shipments leaving this airport. For the sake of this simulation, let us explore the Export option.

To reach this page, you will perform the following steps:

Go to the Home page and click **Q** Search . The process page appears:



Cargo	💏 Home 🛛 Q Search 🦽 Customs 📄 AWB	maroon fridge - id: 9 App view Process view	XML vie
Pro	cess: 7.1 - Channel forwarder information to CHA where applicable		
ы	Name	Process No	
21	old-fashioned mp3 player	1.4	
0	aquamarine table	1.4	
9	zesty door	2.1	
8	Yellow table	2.1	
7	olive bed	2.1	
6	brown chapter book	2.1	
5	black tree	5.4	
4	gray keyboard	19.3	
3	white model car	15.1	
2	gray sailboat	15.1	
1	big table	13.1	
0	maroon credit card	5.4	
	maroon fridge	7.1	
	black remote	5.4	
	orange purse	15.1	
	white slipper	7.1	
	tan chocolate	3.5	
	-cyan clock	3.5	
	shiny helmet	7.1	
	pink lace	9.4	
	blue sponge	19.3	

View all processes with the "7.1 status". They are maroon fridge, white slipper, shiny helmet etc.

Click on any of the rows, for example, maroon fridge, to view these processes:







**Note:** During any stage in the e-Cargo application, you can select the **Process View**, to understand the relevant steps and to co-ordinate where you are, in the workflow.



The involved processes are 7.1, 9.4, 13.1 and 15.1 for export and import process.


Cargo 🙀 Home 🕻	Search Ground M	ings 🎦 AWB		maroon fridge - id: 9	App view	Process view	XML view
Process: 7.1 - Channe	el forwarder information to	GHA where applicable					
Received from forwarder	Collect to load	Unload flight 👩	Customs release status	Handover to forwarder 👩			
Received ca	rgoes from	forwarde	rs.				

Id	Name	Process No
3	shiny belmet	7.1
6	white slipper	7.1
9	maroon fridge	7.1

There is an acknowledgement that these shipments have been received from the freight forwarder.

**Click** any row, to get the following screen:

Cargo 🖌	Home <b>Q</b> Search Ground Ki	ngs 🗋 AWB	Rolls	-Royce Silver Ghost - id: 4		App view	Process view	XML view	
Proces	ss: 7.1 - Channel forwarder information to G	HA where applicable							
Received from	forwarder 1 Collect to load 0	Unload flight 👩	Customs release status 🗿	Handover to forwarder 👩	Floating Panel 💌				
	Rolls-Royce Silve	er Ghost -	4						
	Air Waybill No		074-	074-49642143					
	Flight		KLM	1022					
	From		Barc	elona					
	То		Fran	kfurt					
	1. Rolls-Royce Silver Ghost DIMS: 70x140	x110(cm)							
	2.								
	Accept Cargo Reject Cargo								

As the GHA, you have the option to either accept the cargo, or reject it, if need be.

When you click **Accept Cargo**, you will get the **Accepted! Close this panel** tab. **Click this tab**, to get the Rolls-Royce Silver Ghost row in the Collect to load Pane.

You are now in process 9.4, as seen here:





**Note:** A shipment can also get rejected, for various reasons. In such a case, the rejected item will be archived, for reference. You can view the list of rejected shipments by using the

**Q** Search option.

Click **Collect to Load**, to view the following screen:



The shipment, maroon fridge has moved from the forwarder to the loading area. From here, the shipment will be sent to the hold area, parking and load flight.

Select the maroon fridge row and send it for shipment, as seen below:



Cargo 🖷 Home 🔍 S	earch Ground Kings 🚺 AWB	maroon fridge - id: 9	App view	Process view	XML view
Process: 13.1 - Receive sh	ipments in warehouse				
Received from forwarder	Collect to load  Unload flight	Customs release status 🔕 Handover to forwarder 💿			
Jnload flight	and accept receive	d shipments			

.0	Id	Name	Process No
0	9	maroon fridge	13.1
	11	big table	13.1
-	tecrive selected shipments in s	a ar e house	

As you can see, we have moved through the processes of 7,1, 9.4 and 13.1. In the Customs release status, there are four shipments awaiting inspection, including the maroon fridge.

Cargo 📫 Ho	me 🛛 Q Search Ground Kings 🚺 AWB		maroon fridge - id: 9	App view	Process view	XML view
A Process: 15	.1 - Check customs release status					
Received from form	varder 🗿 Collect to load 🚺 Unload flight 🌘	Customs release status	Handover to forwarder			
/erify cu	stoms status					
ы	Name		Process No			
1 7	orange purse		15.1			
9	maroon fridge		15.1			
312	gray sailboat		15.1			
0 13	white model car		15.1			

**Select** the maroon fridge row and click **Verify Selected Shipments**, to get the following screen:



A Process 15	5.1 - Check customs release status			
	warder 🕥 Collect to load 🚺 Unload flight 🕥 Customs release status	Aandover to forwarder		
/erify cu	istoms status			
ы	Name	Process No		
0.7	orange purse	15.1		
9	maroon fridge	15.1		
12	gray saiboat	15.1		
	white model car	15.1		

Back in the Customs page in the role of a Customs official, you can view the documents related to a shipment.

**Click** any row, to view, on the top of the screen, the tabs for **AWB**, **CSD** and **SDG**. Click these to get the following three screens:



👫 Home 🕻	🕽 Search 🤐	- Ground Kings	AWB			Rolls-Royce	Silver Ghost - id: 4		App view	Process view	
ocess: 16.3 - Check	shipment detail:	s against expecte	ed (after breakde	own)							
rom forwarder	Collect to	load 👩 U	nload flight 👩	Customs	release status	O Hand	dover to forwarder 👩	Floating Panel 💌			
	,			_			<b>`</b>				
AV	VB (	Mas	ter /	۹ir ۱	Nay	/bill	) for R	Rolls-R	lovo	ce	
		Ghc			)		/		)		
SIL	VEI	GIIC	JSL								
Air Wayb	ill Number										
074-49	642143				٩						
Shipper'	s Name and Add	ress				Consignee's	Name and Address				
Crook	s, Lonie - 6610 Ja	icobi Mount - Mil	an			Schuster, Davion - 85575 Botsford Crescent - Frankfurt					
Carrier		Flight		Date		Airport of D	eparture	Airport of Destin	ation		
KLM		1022		11:07:35		Barcelona	а	Frankfurt			
Declared Carriage	Value for	Declared Va Customs	lue <mark>for</mark>								
Handling	Information										
No of Pieces	Gross Weight	Rate Class Code	Commodity Item No.	Chargeable Weight	Rate/ Charge	Total	Nature and Quantity of Goods & Dimension	ns			
1	5T	100	101000	5T	10,0008	10000	Rolls-Royce Silver G	Ghost DIMS: 70x140x110(	cm)		



Cargo	🖷 Home 🛛 🔍 Sea	rch 👍 Customs	AWB	C CSD	<b>50</b> G		gray sailboat - id: 12		App view	Process view	XML view
- di  =	ocess: 15.1 - Check custo	ms release status									
Imports (	Exports O	Floating Panel									
		10				-		i.			
	CSD	(Con	sigi	nm	ient	t Sec	urity De	eclara	tio	n)	
		category (RA, KC or A	-				consignment identifier				
	ABC	and the set of the set	.,			xoz					
	Contents of consi	gnment									
	gray sailboat										
	Origin					Destina	tion				
	Milan					Zurie	h				
	Security status		Receive	d from (cod	les)	Screen	ing method (codes)	Grounds for Exe	mption (code	s)	
	01		02			03		04			
	Security status is	sued by				Securit	y status issued on				
	ABC					21-0	8-2017				
	Regulated entity	category (RA, KC or A	0) and Identi	fier							
	010										
	Additional securi	ty information									
	HANDLE WITH	CARE									



Cargo	# Home C	🕽 Search 🛛 🛃 Customs	AWB	cso 🗋 sc	xG	gray sai	lboat - id: 12		App view	Process view	XML view	
di Pe	scess: 15.1 - Check	customs release status										
Imports (	Exports (	Floating Panel										
	SDG (Shipper's Declaration for Dangerous											
	SD	G (Ship	per	S De	ecla	ratior	n for l	Jang	gero	DUS		
	Go	ods)										
	00	000)										
	Shipper					Air Waybill No						
	Kuhic, Ji	ylin - 301 Dickinson Flats - Anti	gua and Barbuda			074.53684046						
	Consignee					Airport of departure		Airport of destin	sation			
	Wilderm	an, Maximilia - 8225 Lemke Str	eet - Dominican P	Republic		Milan		Zurich				
	UN or ID	Proper shipping name	Class or di	Packing gr	Quantity and	type of packaging	Packing instr	uction A	uthorization			
	010	Gray Keyboard	01	02	STANDARD		NONE		A			
	Additional	Handling Information										
	HANDLE	WITH CARE										

Refresh the application and go to **Home > Customs**, to view the final status:

Refresh the application and go to **Home > Customs**, to view the final status:

## Congratulations! You have completed the fourth scenario of the e-Cargo training, that is, understanding the shipper's declaration of dangerous goods.

**Note:** To demonstrate a variety of shipments, there may be several screens being shown alternatively, such as Rolls-Royce Silver Ghost, gray sailboat maroon fridge etc. The student is encouraged to create various shipments on one's own and complete the various processes.



## Scenario 5: Working with the MOP

Cargo iQ is an IATA not-for-profit membership initiative, set up with an objective to create and implement quality standards for the worldwide air cargo industry.

The group comprises about 80 major airlines, freight forwarders, ground-handling agents, trucking companies and IT solution providers. On a recent estimate, 10 million A2A ( airport to airport) shipments and Six million D2D (Door to Door) shipments measured annually, while the annual data exceeds 110 million lines per year. The industry standard is endorsed by TIACA, the Airport Services Association (ASA), the Cool Chain Association (CCA), and ULD Care, a non profit Canadian organization whose scope encompasses any aircraft unit load device (ULD) activity.

Cargo iQ Members recognized the need to develop a Master Operating Plan (MOP) to support implementation of quality management processes and metrics, using standard approaches. The Cargo iQ members work together to define the processes behind the air transport of cargo to measure success and continuously improve the value of airfreight for customers.

In simple terms, the MOP records each shipment process from the shipper to the consignee that comprises 19 main processes and 78 sub-processes.

MOP describes the key processes and sub-processes involved in transporting air cargo from shipper to consignee in a systematic and harmonized manner.

The Industry MOP is a generic description of the air transportation process, intended to be used by the whole industry. The document provides the air cargo supply chain with the first, industry-endorsed, standard description of the end-to-end process of transporting cargo by air with the objectives of:

1. Serving as the foundation for developing industry standards and best practices in areas such as e-freight, security, quality, and standardisation



- 2. Facilitating discussions with regulators
- 3. Simplifying communication with partners in the supply chain

IATA recommends to all participants in the supply chain to use the Industry MOP when defining internal processes and in discussions with business partners. The following document has already been adopted by leading industry organizations: http://www.iata.org/whatwedo/cargo/cargoiq/Documents/cargoiq-industry-mop.pdf

## The importance of MOP

There have been several significant developments in the way cargo shipments are processed in recent years. The areas addressed for improvement include, for example, air security, electronic freight management, paperless workflow and global compatibility compatibility across various IT systems and country regulations.

The Cargo iQ management recognized the need to evolve a MOP in an up-to-date and user friendly format to navigate the processes listed therein. The complete process has been summed up in a graphical workflow that is easy to understand and implement. Users can easily and rapidly access and navigate the MOP format. It is natural to expect that any process is an evolution and the MOP thus incorporates an enhanced method to present and control future adjustments.

Additionally, the MOP is available for access by all participants in the air transport supply chain from shippers to consignees, as well as all service providers, involved in the actual transport of cargo and related activities.

The value of an Industry MOP however goes beyond this particular goal and this Industry MOP will provide all industry participants as well as air cargo representative organizations and associations with a common reference document useful for a number of activities, including:



- Support to the development and implementation of new industry standards and practices, in areas such as quality management, paperless operation, security, customs compliance, special cargo transportation, and others.
- Support to discussions with regulators, when a description of the generic industry transportation process is required.
- Support to air cargo industry participants looking for a reference to improve their internal processes and/or developing common processes with supply chain partners.

The MOP guidelines recognize that the processes and sub-processes contained herein may not describe the exact processes applied by each air cargo participant in their own operations. It does represent, however, a good description of the process that the air cargo industry can aim towards, with a view to harmonizing procedures across stakeholders, improving overall quality, and responding to regulatory requirements.

It is anticipated that this MOP will continue to evolve over time as requirements and industry processes evolve.



A total of 19 main processes have been identified in this MOP, from shipper's door to consignee's door. These processes belong to one of five categories of activities as follows:

- 1. Origin Forwarder
- 2. Origin Carrier
- 3. Transport Carrier
- 4. Destination Carrier
- 5. Destination Forwarder

The Carrier part and the forwarder part screens capture the essence of the MOP:







That ws MoP in brief. The student is encouraged to print out the document in this link and study it:

https://www.iata.org/whatwedo/cargo/cargoiq/Documents/MOP%20summary%20v1.1.pdf

End of Document