

eBCN 電子訂艙單服務

使用 eBCN 平台申報港口保安費 (PSC) 的指示

使用前準備:

- 現有一路通客戶:
 - ◆ 運輸及電子碼頭收據 (eTR) 客戶: 可使用現有一路通登入資料, 於 <https://ebcn.oneport.com> 登入 eBCN 系統; 或瀏覽 <https://www.oneport.com>, 把鼠標移動到螢幕上方綠色登入鍵, 按電子訂艙單 (eBCN) 進入 eBCN 系統
 - ◆ 其他客戶: 請於 <https://ops.oneport.com/MemberWeb/serviceReg.jsf?chooseAcService=etr> 完成增加 eTR 及 eBCN 手續
 - ◆ 運輸司機: 必須使用手機程式港口通電子閘口 (HKiPort eGate), 如你未有登入資料(即一路通公司代號、用戶代號及密碼), 請向你的運輸公司索取
- 新用戶: 請於 <https://ops.oneport.com/MemberWeb/serviceReg.jsf?chooseAcService=etr> 完成登記 eTR 及 eBCN 手續, 並經由電郵取得系統登入資料

使用 eBCN 平台申報 PSC 的指示

付貨人和貨代	<p>第一步: 匯入訂艙單</p> <ul style="list-style-type: none"> ● 登入後按螢幕右上方的匯入訂艙單, 選擇船公司並按下一頁*, 並輸入你的訂艙單編號兩次, 按下一頁**。選擇訂艙單, 按匯入。按完成。 <p>第二步: 轉送予運輸公司</p> <ul style="list-style-type: none"> ● 回到訂艙單列表後, 剔選一個或多個相關電子訂艙單/櫃號, 按轉送。輸入你運輸夥伴的一路通公司代號, 按下一頁。再選擇你/下一方負責港口保安費, 再按轉送以上訂艙單便可。這電子訂艙單的現況將變為轉送。 <p>* 如選擇的船公司仍在服務啟動中 (未上線) 如果你選擇船公司時, 系統提示有關船公司的服務正啟動中, 你仍然可以使用 eBCN 平台為該船公司的貨櫃申報 PSC。在提示下輸入要申報 PSC 的櫃號, 按箭嘴符號添加櫃號, 如多於一個櫃號請重複上述動作, 添加完成後按申報便完成 PSC 申報。之後請依循現今操作流程到碼頭作出口交收。</p> <p>** 如系統找不到訂艙單 如果你輸入訂艙單時, 系統顯示找不到有關訂艙單, 你仍然可以使用 eBCN 平台為貨櫃申報 PSC。在提示的右方, 按申報港口保安費。輸入要申報 PSC 的櫃號, 按箭嘴符號添加櫃號, 如多於一個櫃號請重複上述動作, 添加完成後按申報便完成 PSC 申報。之後請依循現今操作流程到碼頭作出口交收。</p>
運輸公司	<p>準備</p> <p>與你的客戶聯絡, 確保你的客戶已經轉送 eBCN 給你, 並直接進行第一步。如你的客戶未能及時轉送相關的 eBCN 給你, 請按以下指示自行匯入訂艙單:</p> <p>匯入訂艙單</p> <p>登入後按螢幕右上方的匯入訂艙單, 選擇船公司並按下一頁*, 輸入你的訂艙單編號兩次, 按下一頁**。在輸入公司代號一欄選“00005 Trial (試行)”, 按下一頁, 選擇貨櫃數目, 按匯入。按完成。</p> <p>(請注意, 現在運輸公司仍可直接在系統代替付貨人匯入訂艙單。稍後, 付貨人需要先於系統匯入訂艙單, 再轉發到指定運輸, 運輸接到電子訂艙單後, 再指派車輛到碼頭作交收。如 貴公司的付貨人客戶尚未開始使用 eBCN 服務, 請轉告立刻開始使用。)</p>

*** 如選擇的船公司仍在服務啟動中(未上線)**

如果你選擇船公司時，系統提示有關船公司的服務正啟動中，你仍然可以使用 eBCN 平台為該船公司的貨櫃申報 PSC。在提示下輸入要申報 PSC 的櫃號，按箭嘴符號添加櫃號，如多於一個櫃號請重複上述動作，添加完成後按申報便完成 PSC 申報。之後請依循現今操作流程到碼頭作出口交收。

**** 如系統找不到訂艙單**

如果你輸入訂艙單時，系統顯示找不到有關訂艙單，你仍然可以使用 eBCN 平台為貨櫃申報 PSC。在提示的右方，按申報港口保安費。輸入要申報 PSC 的櫃號，按箭嘴符號添加櫃號，如多於一個櫃號請重複上述動作，添加完成後按申報便完成 PSC 申報。之後請依循現今操作流程到碼頭作出口交收。

第一步: 為提吉及/或回重配車輛及司機

- 登入後，在訂艙單列表別選一個或多個相關電子訂艙單/櫃號，按螢幕中右方的指派車輛/司機。之後，你可以為每一提吉及/或回重工作選擇車牌及司機，選擇後按螢幕右上方的儲存。被指派的司機亦會收到該 eBCN 的二維碼 (QR 碼)，司機請按 eBCN 流程，用手機程式港口通電子閘口 (HKiPort eGate)憑二維碼到碼頭作出口交收。

第二步: 回重申報

- 登入後，在訂艙單列表別選一個或多個相關電子訂艙單/櫃號，按螢幕中右方的回重申報。之後，把單選框撥向確定已提吉(如適用)，輸入櫃號****、船公司封條****、其他封條、貨櫃驗證總重(VGM)(運輸申報)及毛重。按螢幕右上方的儲存。

**** 必須填寫

electronic Booking Confirmation Note (eBCN) Service Quick Guide on Using eBCN Platform for PSC Nomination

Preparation:

- **Existing OnePort Customers:**
 - ◆ **Trucking and eTR Users:** use your existing login credentials (e.g. OnePort Company ID, User ID & Password) to log into the system at <https://ebcn.oneport.com>. Alternatively, visit <https://www.oneport.com> and move your pointer to Login button at the top. Click electronic Booking Confirmation Note (eBCN) to enter the system.
 - ◆ **Other OnePort Users:** please add eTR & eBCN services at <https://ops.oneport.com/MemberWeb/serviceReg.jsf?chooseAcService=etr>.
 - ◆ **Truck Drivers:** use the mobile app HKIPort eGate to gain access to the eBCN service. If you do not have the login information (i.e. Company ID, User ID and Password), please obtain such from your trucking company.
- **New Users:** sign up for eTR & eBCN services at <https://ops.oneport.com/MemberWeb/serviceReg.jsf?chooseAcService=etr> and you will then receive your login credentials, by email, for access to eBCN system.

Quick Guide on Using eBCN Platform for PSC Nomination

Shippers and Forwarders	<p>Step 1: Retrieve Booking</p> <ul style="list-style-type: none"> ● After login, click the Retrieve Booking button on top left. Select your liner and click Next*. Enter your booking confirmation note number twice and click Next**. Select your booking and click Retrieve. Click Finish. <p>Step 2: Forward to Trucking Company</p> <ul style="list-style-type: none"> ● Back to Booking List, tick the relevant eBCN(s)/ container(s). Click Forward button. Enter the OnePort Company ID of your trucking partner. Click Next. Confirm you/ your trucking partner to nominate the Port Security Charge. Click Forward All. The job status of this eBCN will then change to Forwarded. <p><u>* If the liner is in the midst of service activation</u> If the eBCN system prompts that the liner is in the midst of service activation when you enter your booking number, you can still use the eBCN system to nominate PSC for your containers. Under the returned message, enter the container number and click the Arrow symbol. Repeat this step if you have more than one container for PSC nomination. Click Nominate button when finished. Meanwhile, please follow the current pick-and-drop procedure for export containers at Kwai Tsing terminals.</p> <p><u>** If your booking number cannot be found</u> If the eBCN system cannot find the record when you enter your booking number, you can still use the eBCN system to nominate PSC for your containers. On the right of the returned message, click Nominate PSC button. Enter the container number and click the Arrow symbol. Repeat this step if you have more than one container for PSC nomination. Click Nominate button when finished. Meanwhile, please follow the current pick-and-drop procedure for export containers at Kwai Tsing terminals.</p>
Trucking Companies	<p>Preparation</p> <p>Contact your shipper customer to ensure he has already forwarded the eBCN to you (trucking company) and start Step 1 straight away. <i>If your shipper could not forward the eBCN to you in time, you can still proceed by following this step:</i></p> <p><u>Retrieve Booking</u> After login, click the Retrieve Booking button on top right. Select your liner and click Next*. Enter your booking confirmation note number twice and click Next**. Under Enter Company ID, select 000005 (Trial) and click Next. Enter the number of containers to be retrieved and click Retrieve. Click Finish.</p> <p><i>(Please note that trucking companies can still retrieve bookings now on behalf of shippers directly from the eBCN system. Shortly afterwards, shippers are required to retrieve bookings first, and then the booking can be forwarded to the designated trucking company for tractor assignment and subsequent pick-and-drop at terminals. If your shipper customers have not yet used the eBCN service, please relay this message to them and</i></p>

remind them to use the service immediately.)

*** If the liner is in the midst of service activation**

If the eBCN system prompts that the liner is in the midst of service activation when you enter your booking number, you can still use the eBCN system to nominate PSC for your containers. Under the returned message, enter the container number and click the **Arrow** symbol. Repeat this step if you have more than one container for PSC nomination. Click **Nominate** button when finished. Meanwhile, please follow the current pick-and-drop procedure for export containers at Kwai Tsing terminals.

**** If your booking number cannot be found**

If the eBCN system cannot find the record when you enter your booking number, you can still use the eBCN system to nominate PSC for your containers. On the right of the returned message, click **Nominate PSC** button. Enter the container number and click the **Arrow** symbol. Repeat this step if you have more than one container for PSC nomination. Click **Nominate** button when finished. Meanwhile, please follow the current pick-and-drop procedure for export containers at Kwai Tsing terminals.

Step 1: Assign Tractor and Driver for Empty Pickup &/or Laden Return

- Under **Booking List** tab, tick the relevant eBCN(s)/ container(s) and click **Tractor Assignment** at middle right. You will be able to select plate number and driver for each empty pickup and laden return. After filling the info, click **Save** at top right. Your truck driver will receive the corresponding QR code in the mobile app **HKiPort eGate** at the same time. Please advise your driver to follow the eBCN workflow and use the QR code for pick-and-drop procedure at Kwai Tsing terminals.

Step 2: Return Declaration

- Under **Booking List** tab, tick the relevant eBCN(s)/ container(s) and click **Return Declaration** at middle right. If applicable, move the radio button to **Confirmed picked**. Enter **Container Number******, **Liner Seal******, **Other Seal**, **VGM (trucking declared)** & **Gross Weight**. Click **Save** at top right.

**** mandatory field