



Brisbane Container Terminals

Receival / Delivery – Processes

June 2016

BCT Landside Process - Key Features



- **Carriers maintain full ownership** – of appointments, truck manifests, using information available in HPA Portal/TAS
- **HPA Portal** – Vessel Schedules, Container Enquiries, Container Storage, PRA, Reports
- **Truck Appointment System (TAS)** – Container Appointments, Truck Visit Manifests, and Truck Monitoring
- **Auto Gate (GOS)** – Driver Self Service – Driver needs unique Manifest PIN for each truck visit



Hutchison Ports Australia



HPA TAS Overview

2016

Truck Appointment System (TAS)

Concepts and Principles



Carrier Self- Service – Visibility, Simplicity, Flexibility, & Fairness

- **Carrier Access** - One Booking Account for each Trucking Company (ABN)
- **Visibility** - of schedules, containers, appointments, manifests, and truck performance
- **Appointment Release** - Regular and Ad Hoc Releases
- **Public Appointments** – Carrier book online after release
- **Private Appointments** – Apply to Terminal for Special cargoes (Late, OOG, Hazardous)
- **Ownership** – Each Carrier has ownership and control of its Appointments and Truck Manifests
- **Terminal Access** - A unique manifest PIN is issued for each approved truck visit

Key Features of HPA Portal and TAS



- **Vessel Schedules** – Receiving Time Windows, Import Availability & Container Storage Start Dates
- **Container Enquiry** – Container Enquiry and Storage amount Enquiry
- **PRA** – Online PRA input by Customers
- **Appointments**
 - Public Appointments – Carriers book online after Appointment Release
 - Private Appointments – Apply to terminal for Specials and Late Receiving
 - Visibility – Carriers can view all appointments and manifests
- **Truck Manifesting** – Carriers submit truck manifest online
- **User Management** – Carriers manage their staffs' access to TAS
- **Shipping Companies** – Online Enquiries and Reports



Vessel Schedule

- Receiving Windows
- Import Availability
- Import Storage Start

Export Pre-Receipt Advices (PRAs)

- Shippers with PRA EDI process – Send to HPA or via 1-STOP
- Shipper input Export PRA's via HPA Portal or via 1-STOP

Import eIDO

- Carrier submits Container number at Appointment Confirmation
- Carrier submits Container eIDO prior to Manifesting

Public Appointments using TAS



Public Appointments

- **Releases**
 - 1st Regular Release – 2 working days prior, at 0945 hrs
 - 2nd Regular Release – 1 working day prior, at 0930 hrs
 - Ad Hoc Release – On a needs basis
- **Booking Appointments:**
 - Maximum appointments per booking request – 4 (across time zones and directions [Imports, Exports, Unspecified])
 - Time Intervals between booking requests – 15 seconds
- **Confirm Appointments - Must be done within 2 hours of Booking**
 - Exports – Vessel Voyage +Gen/Reefer/Empty. Provide Container number before manifesting.
 - Imports – Container Number. Provide EIDO PIN before manifesting.
 - *NO Booking/Confirmation/Listing after Time zone Start!*
- **Listing** – Please List unwanted Appointments early so that other Carriers can utilise
- **NO SHOW fees are applicable for appointments when:**
 - Confirmed and not manifested by the required time period
 - Listed and not re-booked again prior to Time zone start



Private Appointments

- Use - For Specials (OOG, Hazardous) and Late receivals only
- Request - by email 1 day prior – via BCT landside coordinator
- Booking and Confirmation
 - By Terminal only, at terminal's discretion
 - **Appointment is for named Carrier, and specified Container**
- No Listing of Appointment



- **Truck Manifesting**
 - Every truck visit must be manifested.
 - The Carrier will receive a unique Manifest PIN for each accepted Truck Manifest
- **Before Manifesting**
 - Appointments confirmation accepted (valid Container record)
 - Import EIDO PIN submitted and accepted
- **Manifest Details**
 - Input Driver MSIC
 - Input Truck Rego + Trailer type + Side-loader Flag
 - Select Appointments (and Containers) from List
 - Drag & Drop into Container position on truck
 - Select Export Reefer Door Direction
 - HPA will accept truck manifest but warn Carrier of delivery impediments
- **Check and Update Manifest before Time-zone Start**
 - Check Impediments – Payments, Holds, Container in yard?
 - *NO more changes to Truck manifest 5 minutes after to time-zone start!*
- **NO SHOW fees are applicable for appointments when:**
 - Not manifested by the required time period
 - Are manifested and truck does not show at the BCT Yard within the arrival period of the Time zone

Checks before your send your Truck



- **Please check that your Truck Manifest is correct and accurate**
 - Container Readiness – In yard, Released, Storage payments cleared
 - Truck Readiness – Truck suitable for manifested exchange, COR Requirements
 - Container positions on truck
 - Driver MSIC and Site Induction
 - Manifest PIN – Ensure that the Truck Driver has the PIN for the Visit
- **5 Minutes after Time Zone Start- Everything must be Finalised**
 - NO new Appointments or Appointment changes
 - NO new Truck Manifests or Manifest changes
 - *Truck Registration and Driver MSIC can be updated at the Terminal Gate*
- **Truck Arrival**
 - *Arrive within the allocated Time Zone!*
 - *30 minutes prior to Time Zone start*
 - *30 minutes after Time Zone end*
 - *Early and Late Trucks will be turned away!*
 - ***NO SHOW*** fees apply for Late trucks



Service Charges

Tariffs

- Please refer to hpaportal.com.au, drop down 'About' tab for latest landside Tariffs

<i>Charge Items</i>
<ul style="list-style-type: none">• Infrastructure Levy• Container Storage
<ul style="list-style-type: none">• Appointment Fees• Customer Annual Subscription
<ul style="list-style-type: none">• NO Show,• Early/ Late,• Late Listing,• Non Service,• Manual Processing,• Late/ Early Receivals,• Special Handling

Truck Appointment System (TAS)

Carrier Processes

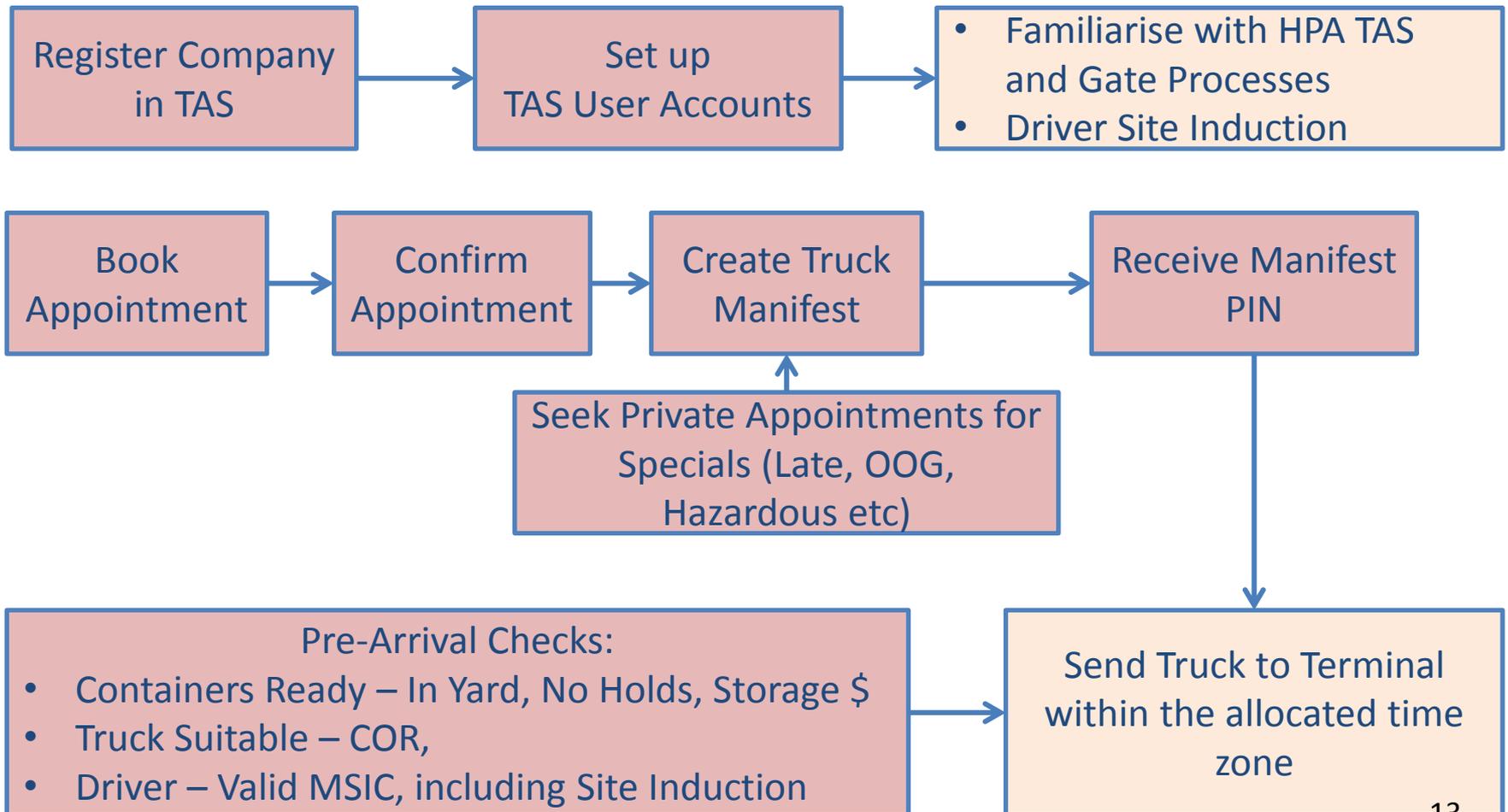


- **Booked Appointments**
 - *Linking Appointment to Carrier.*
 - *Carrier has 2 hours to confirm or Appointment is returned to pool*
- **Confirmed Appointments** – *Carrier is responsible once confirmed*
 - *Exports – Vessel Voyage + Gen/Reef/Empty + Container No (Prior to manifesting)*
 - *Imports – Container Number/EIDO*
- **Listing Appointments** – *Carrier is still responsible unless Appointment is taken up*
- **Manifesting**
 - *Carrier needs to provide Driver MSIC, Truck Rego, Appointments & Containers, Import EIDO, Container position, Export Reefer Door, and Carrier Declaration.*
 - *Carrier needs to organize payments, check that containers are ready for exchange before sending the truck.*
- **Manifest PIN** – *Carrier will be issued a unique Manifest PIN if manifest is accepted.*
- **Truck Arrival** – *Auto Gate (GOS) Process*
- **Exceptions** – *The Truck Driver can process limited Manifest Exceptions at the Terminal Exception Kiosk*

Truck Appointment System (TAS) Processes

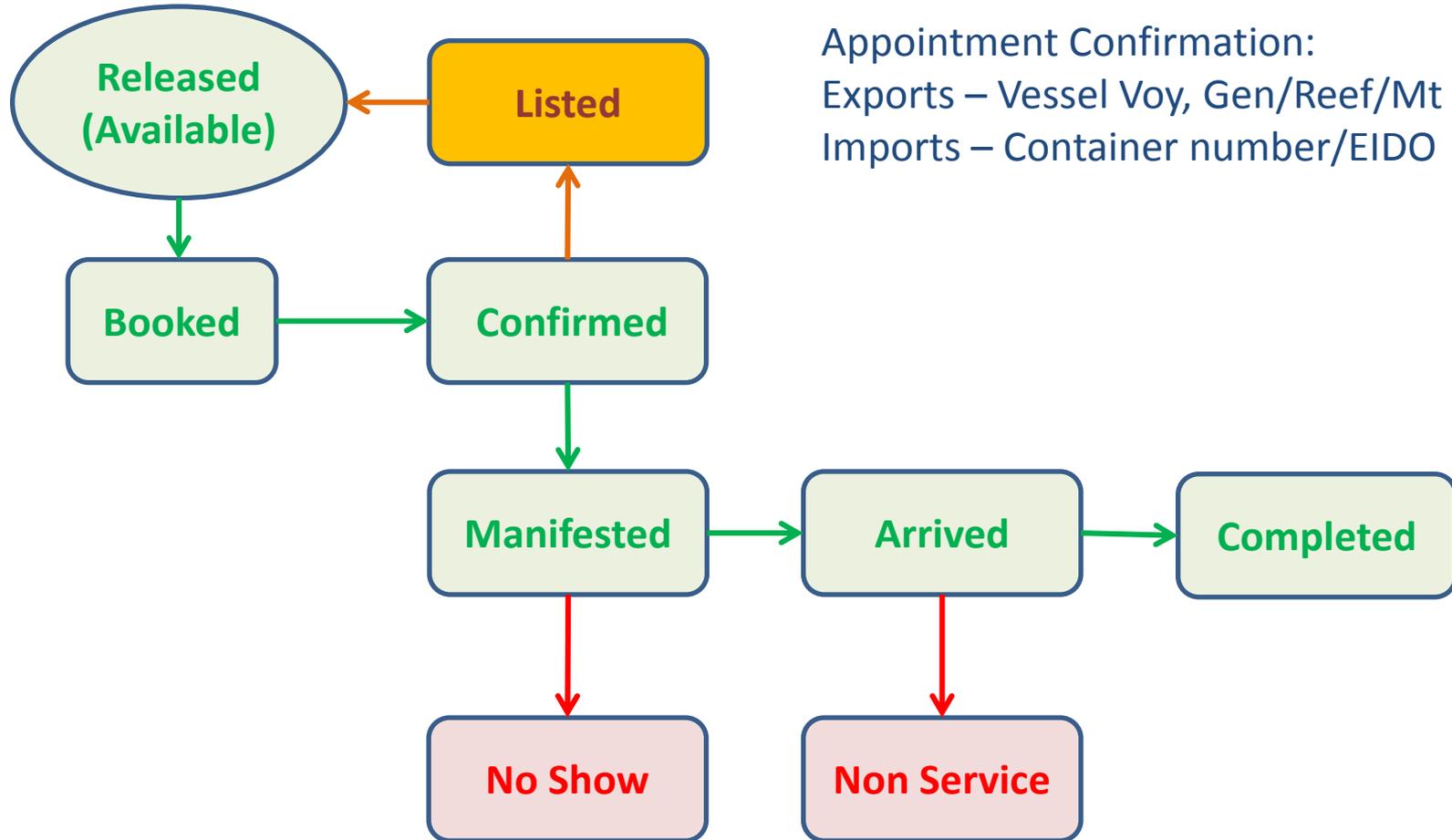


Carrier Processes



Truck Appointment System (TAS)

Appointment Status Changes



Appointment Confirmation:
Exports – Vessel Voy, Gen/Reef/Mt
Imports – Container number/EIDO

TAS Features



TAS - Features

HPA Portal Features

- Customer Notifications
- Container Enquiry and Storage Enquiries
- PRA

Vessel Schedules

- Vessel Schedules, Import Availability, Storage Start dates

Appointments

- Public Appointments
- Private Appointments

Truck Manifests

- Truck Manifest
- X-Ray Truck Manifest

Invoicing

- Container Storage Enquiries & Payment
- Weekly TAS Invoices

Reports

- Truck Performance
- Waterside Reports



Landside Process

Appointments

- The Terminal uses TAS to manage appointment releases
- The Carrier uses TAS to book and manage its own appointments

Truck Manifests

- The Carrier uses TAS to set up Manifest
- The Carrier nominates Container positions on truck
- TAS issues unique Manifest PIN for each accepted Truck Manifest

X-Ray Truck Manifests

- The Carrier picks from X-Ray Container lists

Truck Arrival at Terminal - Auto Gate Process

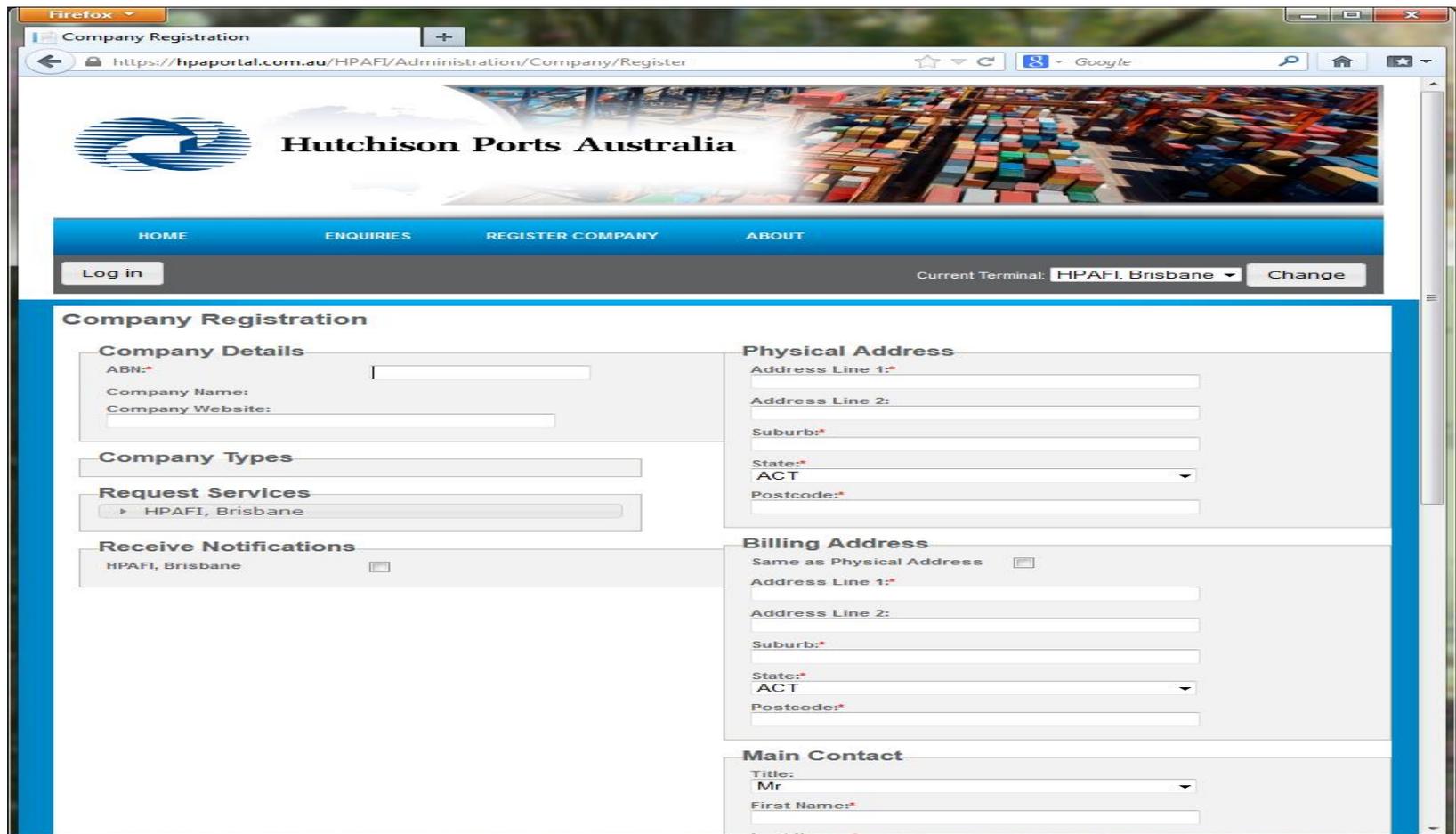
- System checks driver MSIC
- Driver confirms Truck Rego
- Driver Inputs Manifest PIN
- Driver Confirms Truck Manifest Exchange Details
- The GOS directs Truck into Truck Park to wait for Call Up or Exception Process

HPA Portal

On Line Registration

Register Company Page

Companies applying for access will need to complete this page to submit application to HPA



Firefox

Company Registration

https://hpaportal.com.au/HPAFI/Administration/Company/Register

Google

 **Hutchison Ports Australia**

HOME ENQUIRIES REGISTER COMPANY ABOUT

Log in

Current Terminal: HPAFI, Brisbane Change

Company Registration

Company Details

ABN:*

Company Name:

Company Website:

Company Types

Request Services

▶ HPAFI, Brisbane

Receive Notifications

HPAFI, Brisbane

Physical Address

Address Line 1:*

Address Line 2:

Suburb:*

State:*
ACT

Postcode:*

Billing Address

Same as Physical Address

Address Line 1:*

Address Line 2:

Suburb:*

State:*
ACT

Postcode:*

Main Contact

Title:
Mr

First Name:*

HPA Portal

<https://hpaportal.com.au>

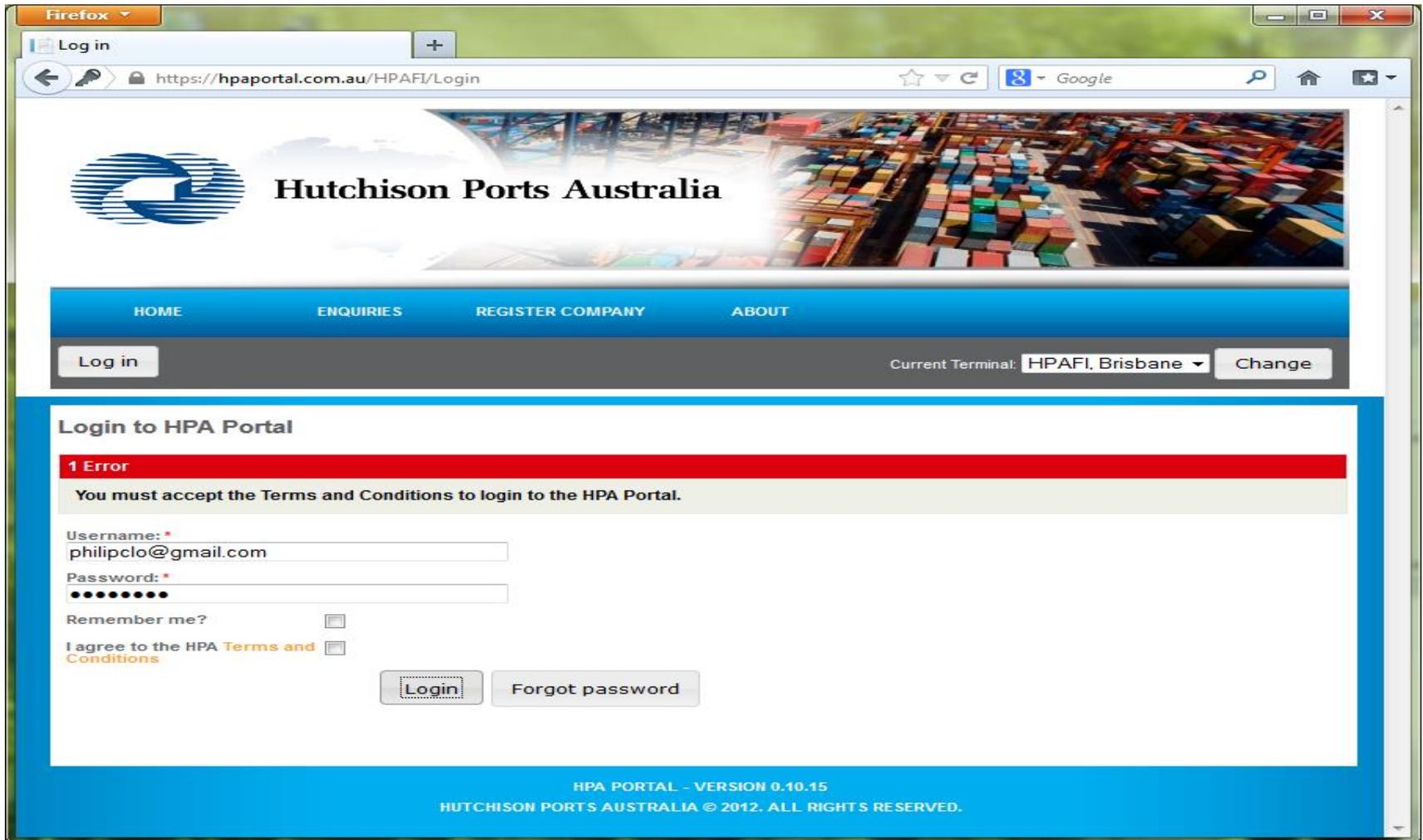
Login Page

Login Page

The screenshot shows a Firefox browser window displaying the login page for the Hutchison Ports Australia (HPA) portal. The browser's address bar shows the URL `https://hpaportal.com.au/HPAFI/Login`. The page features the HPA logo and a navigation menu with links for HOME, ENQUIRIES, REGISTER COMPANY, and ABOUT. A 'Log in' button is visible in the top left of the main content area. On the right, there is a 'Current Terminal' dropdown menu set to 'HPAFI, Brisbane' with a 'Change' button next to it. The main login section is titled 'Login to HPA Portal' and contains the following fields and options:

- Username:** * [Text input field]
- Password:** * [Text input field]
- Remember me?**
- I agree to the HPA Terms and Conditions**
- Login** button
- Forgot password** button

The user is prompted to check the 'Terms and Conditions' box



Login Area

Note the User's name next to the 'Log out' button, and the Terminal name on the right.

The screenshot shows a web browser window displaying the HPA Portal. The address bar shows <https://hpaportal.com.au/HPAFI>. The page header features the Hutchison Ports Australia logo and a navigation menu with links for HOME, ENQUIRIES, ONLINE SERVICES, T&S, ADMINISTRATION, and ABOUT. Below the navigation menu, a grey bar displays the user's name "Welcome Phillip Lo" next to a "Log out" button. To the right of this bar, it shows "Current Terminal: HPAFI, Brisbane" with a dropdown arrow and a "Change" button. The main content area is divided into two columns: "News" and "Useful Information/Links".

News

25/07/2013 - Forum Fiji 123N Receivals

Receivals for subject vessel will commence Monday 29th July 0700hrs and cut-off Friday 2nd August 1500hrs. BCT operating hours: 0700-1500hrs Monday – Friday weekdays only (meal break 1045-1130hrs) *Hazardous containers will all be received on the last day of receipt. **All active export reefer units to be pre-received at Chalmers with the appropriate paperwork. All PRA's must be submitted to BCT prior.

23/04/2013 - The HPA Portal is open for business!

The HPA Portal is now open for business. It is a website providing information about, and services for, the Hutchison Terminals.

If you or your company requested to have your accounts created prior to Friday the 19th of April, you will have been pre-registered. To access your account,

1. go to the portal (<https://hpaportal.com.au/>)

Useful Information/Links

- [HPA Home](#)
- [HPH Global Community 2012](#)
- [HPH Flyer 2012](#)

PRA Menu Items

The screenshot displays the HPA Portal website interface. At the top, the browser address bar shows the URL <https://hpaportal.com.au/HPAFI>. The page header features the Hutchison Ports Australia logo and a navigation menu with items: HOME, ENQUIRIES, ONLINE SERVICES, TAS, ADMINISTRATION, and ABOUT. Below the navigation menu, a user greeting reads "Welcome Isnane Rahman" with a "Log out" button. The "ONLINE SERVICES" menu item is expanded, showing "CONTAINER PRA" and "CREATE PRA". On the right side of the header, the "Current Terminal" is set to "HPAFI, Brisbane" with a "Change" button. The main content area is divided into two sections: "News" and "Useful Information/Links". The "News" section contains a single entry dated "28/03/2013 - Testing" with the text "Testing". The "Useful Information/Links" section lists "HPH Flyer 2012" and "HPH Global Community 2011". At the bottom of the page, a footer contains the text "HPA PORTAL - VERSION 0.10.15" and "HUTCHISON PORTS AUSTRALIA © 2012. ALL RIGHTS RESERVED." The browser's taskbar at the bottom shows the system tray with the date "30/03/2013" and time "6:25 PM".

PRA Dashboard

The customers will only see his/her own PRA's
Select Container number to see PRA details

Hutchison Ports Australia

HOME ENQUIRIES ONLINE SERVICES TAS ADMINISTRATION ABOUT

Welcome Philip Lo [Log out](#) Current Terminal: **HPAFI, Brisbane** [Change](#)

PRA Dashboard

Search on one or more fields to find a PRA

Container Number: Vessel Voyage:

Shipping Line Booking Reference:

[Search](#) [Create PRA](#)

Container Number	Commodity Code	Vessel Voyage	ETD	Port of Discharge	Shipping Line Booking Reference	Last Modified	Status
MSCU2231896	HAZD	PCH 001N	-	AUMEL	123213	25/02/2013 14:37	Accepted
STEG00001	GENL	PCH 001N	-	AUMEL	1234	25/02/2013 13:23	Rejected
TEXU9007345	GENL	OYK 045N	27/03/2013 17:00	CNNGB	CMA1897	27/03/2013 10:19	Accepted
OOLU1971543	GENL	OYK 045N	27/03/2013 17:00	JPOSA	ANL2214	27/03/2013 08:07	Accepted
OOLU3872600	GENL	OYK 045N	27/03/2013 17:00	KRPUS	CMA2258	27/03/2013 07:43	Accepted
TGHU8963175	GENL	OYK 045N	27/03/2013 17:00	CNSHA	OOL334	26/03/2013 14:45	Rejected
GESU4597239	GENL	OYK 045N	27/03/2013 17:00	CNSHK	CMA22154	26/03/2013 14:21	Accepted
TRU15750342	GENL	OYK 045N	27/03/2013 17:00	CNSHA	852741	27/03/2013 15:26	Accepted

PRA Details Page

Firefox

PRA

https://hpaportal.com.au/HPAFI/ContainerPra/Create

Welcome Philip Lo [Log out](#) Current Terminal: **HPAFI, Brisbane** [Change](#)

Create PRA

Vessel Information

Vessel Voyage:* Line Operator:*

Lloyds Number:

Consignment Information

Shipping Line Booking Reference:*

Port Of Loading: AUBNE Port of Discharge:*

Final Destination:

Container Information

Container / Breakbulk:* Container Breakbulk

Nested Container:* Yes No

Full/Empty:* Full Empty

Arrival Mode:* Truck Rail

Commodity Code:*

Container Number:*

Container Gross Weight:* kg

Customs Authorisation Number (CAN):

Container ISO:*

Seals

Seal Number 1:

Seal Number 2:

Seal Number 3:

Out of Gauge Container

Is this an Out of Gauge Container? Yes No

Hazardous Container

Is this a Hazardous Container? Yes No

Email Addresses

You (Lo.Philip@hutchisonports.com.au) will receive an email confirming Terminal acceptance or declination of this PRA. Is there anyone else you would like us to email?

Email Addresses:

[Reset](#) [Submit](#)

HPA PORTAL - VERSION 0.10.15
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Sample Message – Rejected PRA

From: <noreply@hutchisonports.com.au>
Date: Thu, Mar 21, 2013 at 1:36 PM
Subject: Rejected PRA - Container [REEF00001]
To:

The terminal has rejected your PRA for the following reasons:

- **Reefer temperature is mandatory!**

Vessel Information

Vessel Voyage: YJH 111
Lloyds Number: 9146704
Line Operator: COS

Consignment Information

Shipping Line Booking Reference: 1212
Port of Loading: AUBNE
Port of Discharge: CNXMN
Final Destination:

Container Information

Container/Breakbulk: Container
Container Number: REEF00001
Customs Authorisation Number: JA436MNPW
Container ISO: 43R1
Commodity Code: REEF
Full/Empty: Empty
Arrival Mode: Truck

Container Gross Weight: 18000 kg

Reefer Container

Reefer Indicator: Non-Operating
Brisbane Container Terminals Pty Limited

Shipper's Responsibilities

It is the Shipper's (or his Agent's) responsibility to check that information declared on a Pre-Receive Advice (PRA) is complete and correct.

Request for container record changes once the containers are received into the HPA terminal must go through the Shipping Companies, and may lead to handling charges.

Please refer to the HPA TAS Terms and Conditions for details.

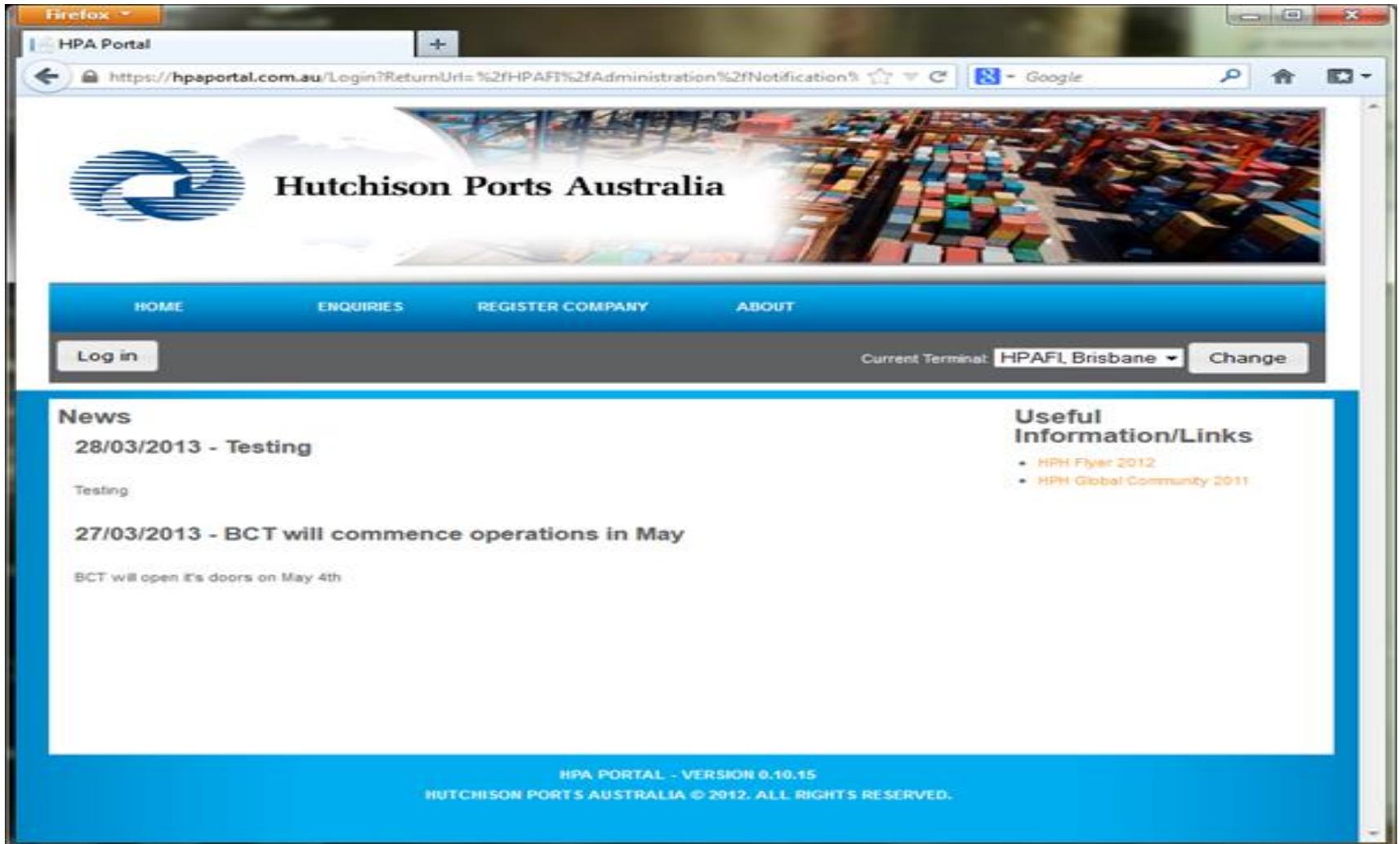
HPA Portal

Enquiries & About

Hpaportal link: <https://hpaportal.com.au>

Public Page

Note the News Items (These are the notifications that a HPA user can publish via the hpaportal and also emails <to customers who have elected receive them>)



The screenshot shows the HPA Portal website in a Firefox browser window. The address bar displays the URL: <https://hpaportal.com.au/Login?ReturnUrl=%2fHPAF1%2fAdministration%2fNotification%2f>. The page features the Hutchison Ports Australia logo and a navigation menu with links for HOME, ENQUIRIES, REGISTER COMPANY, and ABOUT. A "Log in" button is visible, along with a "Current Terminal" dropdown menu set to "HPAF1, Brisbane" and a "Change" button. The main content area is divided into two sections: "News" and "Useful Information/Links".

News

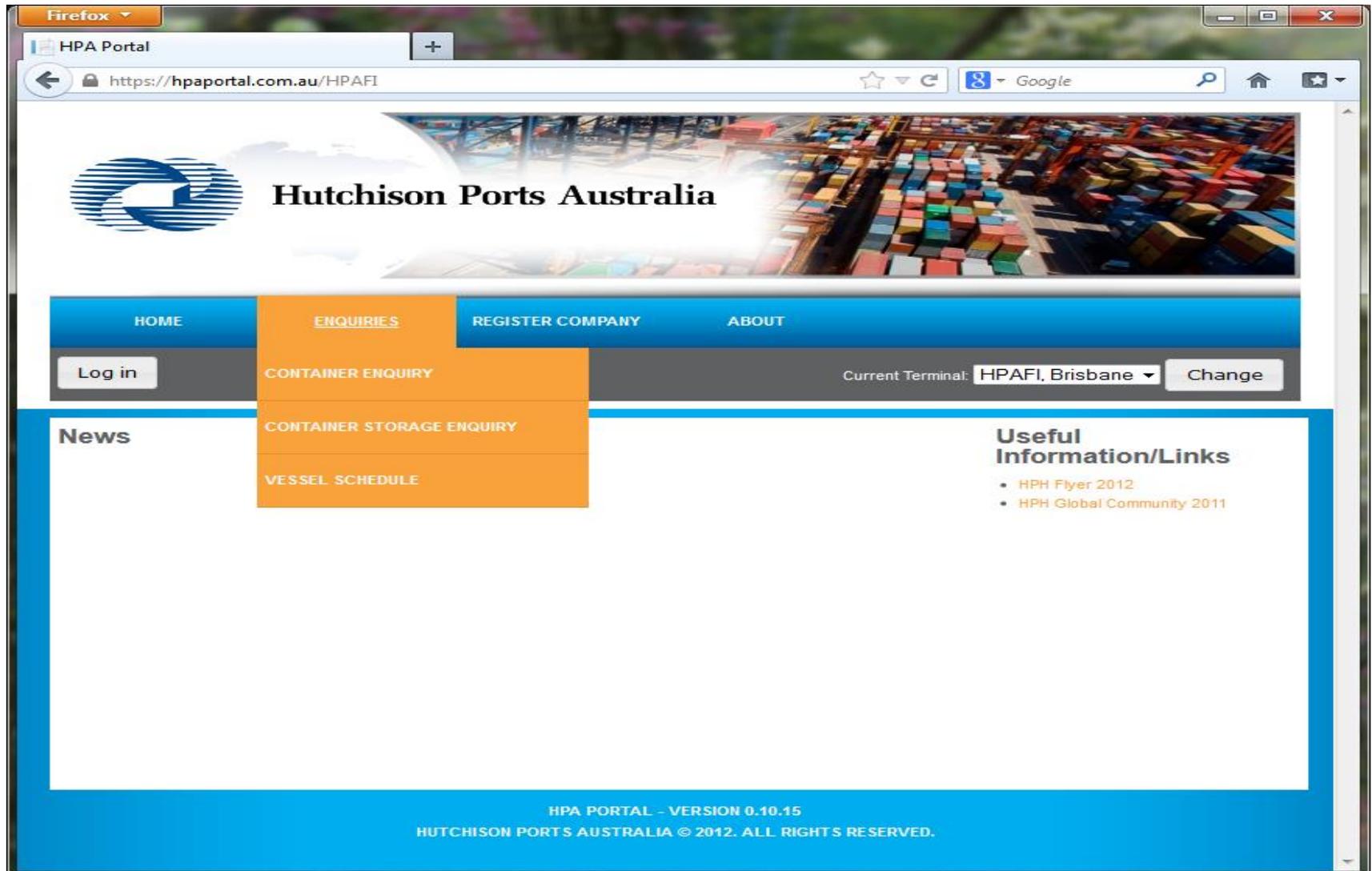
- 28/03/2013 - Testing
Testing
- 27/03/2013 - BCT will commence operations in May
BCT will open it's doors on May 4th

Useful Information/Links

- [HPH Flyer 2012](#)
- [HPH Global Community 2011](#)

HPA PORTAL - VERSION 0.10.15
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Menu items available under 'ENQUIRIES'



The screenshot shows the HPA Portal website in a Firefox browser window. The browser address bar displays <https://hpaportal.com.au/HPAFI>. The website header features the Hutchison Ports Australia logo and a background image of a port terminal. The main navigation menu includes 'HOME', 'ENQUIRIES', 'REGISTER COMPANY', and 'ABOUT'. The 'ENQUIRIES' menu is expanded, showing three sub-items: 'CONTAINER ENQUIRY', 'CONTAINER STORAGE ENQUIRY', and 'VESSEL SCHEDULE'. A 'Log in' button is located in the top left, and a 'Current Terminal: HPAFI, Brisbane' dropdown menu with a 'Change' button is in the top right. A 'News' section is on the left, and a 'Useful Information/Links' section is on the right, listing 'HPH Flyer 2012' and 'HPH Global Community 2011'. The footer contains the text 'HPA PORTAL - VERSION 0.10.15' and 'HUTCHISON PORTS AUSTRALIA © 2012. ALL RIGHTS RESERVED.'

Container Storage Enquiry

The screenshot shows a web browser window with the URL `https://hpaportal.com.au/HPAFI/Container/Storage`. The page features the Hutchison Ports Australia logo and a navigation menu with links for HOME, ENQUIRIES, ONLINE SERVICES, TAS, and ABOUT. A user is logged in as Rajan Samidurai, and the current terminal is set to HPAFI, Brisbane. The main content area is titled "Container Storage Enquiry" and contains a form with two input fields: "Container Number*" and "Pick Up Date*" (with the value 02/04/2013). A "Search" button is located to the right of the form. The footer of the page includes the text "HPA PORTAL - VERSION 0.10.15" and "HUTCHISON PORTS AUSTRALIA © 2012. ALL RIGHTS RESERVED."

Container Storage Enquiry

Container Number*

Pick Up Date*

Search

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Vessel Schedules Page
Click the 'Vessel Voyage' to see details page.



Hutchison Ports Australia
HPA Portal



HOME ENQUIRIES ONLINE SERVICES TAS ADMINISTRATION ABOUT

Welcome Philip Lo [Log out](#) Current Terminal: **HPAFI, Brisbane** [Change](#)

Vessel Schedule

Click on a Vessel Voyage to find out more about that Vessel Voyage.

Vessel Name ▲	Vessel Voyage	HPA Vsl/Voy Ref	Service	Vessel Operator	Lloyds Number	Berth	ETA (Pilots)	ETD	Receiving Start	Receiving Cut-Off (Generals)	Receiving Cut-Off (Reefers)	Receiving Cut-Off (Empties)	Import Available	Import Storage Start
DANNY ROSE	DRO 0035S	NAUR/DRO /B0008	NAUR	NPL	8611116	B11	22/07/2013 06:30:00	01/08/2013 20:05:00	22/07/2013 07:00:00	29/07/2013 15:00:00	29/07/2013 15:00:00	29/07/2013 15:00:00	01/08/2013 20:05:00	07/08/2013
FORUM FIJI	FFJ 122S	AUSP/FFJ /B0010	AUSP	PFL	9296339	B11	05/08/2013 14:00:00	06/08/2013 23:00:00	29/07/2013 07:00:00	02/08/2013 15:00:00	02/08/2013 15:00:00	02/08/2013 15:00:00	06/08/2013 23:00:00	12/08/2013

'Vessel Schedules Enquiry' Details Page



Hutchison Ports Australia
HPA Portal



[HOME](#) [ENQUIRIES](#) [ONLINE SERVICES](#) [TAS](#) [ADMINISTRATION](#) [ABOUT](#)

Welcome **Philip Lo** [Log out](#) Current Terminal: **HPAFI, Brisbane** [Change](#)

Vessel Voyage Enquiry

Line Operator Code:	NPL,PDL,PFL,SOF,SSL	ETA (Pilots):	22/07/2013 06:30
Vessel Operator:	NPL	ETD:	01/08/2013 20:05
Lloyds Number:	8611116	ATA:	22/07/2013 06:30
Vessel Name:	DANNY ROSE	ATD:	01/08/2013 20:05
Vessel Code:	DRO	First Lift:	22/07/2013 18:57
Voyage Reference:	0035S	Last Lift:	01/08/2013 14:54
HPA Vsl/Voy Ref:	NAUR/DRO/B0008	Receiving Start:	22/07/2013 07:00
Service:	NAUR	Receiving Cut-Off:	29/07/2013 15:00
Berth:	B11	Receiving Cut-Off (Reefers):	29/07/2013 15:00
		Receiving Cut-Off (Empties):	29/07/2013 15:00

Menu Items available under 'ABOUT'

The screenshot shows the HPA Portal website interface. At the top, there is a browser address bar with the URL <https://hpaportal.com.au/HPAFI>. Below the browser bar is a navigation menu with the following items: HOME, ENQUIRIES, ONLINE SERVICES, TAS, ADMINISTRATION, and ABOUT. The ABOUT menu is currently expanded, showing a list of sub-items: TERMS & CONDITIONS, HPA PORTAL USER GUIDE, TAS CARRIER USER GUIDE, HPA LANDSIDE TARIFFS, RECEIVAL/DELIVERY PROCESS, and CONTACT US. To the left of the navigation menu, there is a user login area that says "Welcome Philip Lo" and a "Log out" button. Below the navigation menu, there is a "News" section with two articles. The first article is titled "25/07/2013 - Forum Fiji 123N Receivals" and the second is "23/04/2013 - The HPA Portal is open for business!". To the right of the navigation menu, there is a "Full Information/Links" section with several links, including "Home", "Global Community 2012", and "July 2012".

https://hpaportal.com.au/HPAFI

Google



Hutchison Ports Australia
HPA Portal

HOME ENQUIRIES ONLINE SERVICES TAS ADMINISTRATION **ABOUT**

Welcome Philip Lo

at: HPAFI, Brisbane

News

25/07/2013 - Forum Fiji 123N Receivals

Receivals for subject vessel will commence Monday 29th July 0700hrs and cut-off Friday 2nd August 1500hrs. BCT operating Monday – Friday weekdays only (meal break 1045-1130hrs) *Hazardous containers will all be received on the last day of receipt. Reefer units to be pre-received at Chalmers with the appropriate paperwork. All PRA's must be submitted to BCT prior.

23/04/2013 - The HPA Portal is open for business!

The HPA Portal is now open for business. It is a website providing information about, and services for, the Hutchison Terminals.

Full Information/Links

- Home
- Global Community 2012
- July 2012

TERMS & CONDITIONS

HPA PORTAL USER GUIDE

TAS CARRIER USER GUIDE

HPA LANDSIDE TARIFFS

RECEIVAL/DELIVERY PROCESS

CONTACT US

'Container Enquiry' input page

The screenshot shows a web browser window with the following elements:

- Browser:** Firefox, address bar shows `https://hpaportal.com.au/HPAFI/Container`.
- Header:** Hutchison Ports Australia logo and a background image of a port with stacked containers.
- Navigation:** HOME, ENQUIRIES, ONLINE SERVICES, TAS, ADMINISTRATION, ABOUT.
- User Info:** Welcome Philip Lo, Log out button.
- Terminal:** Current Terminal: HPAFI, Brisbane, Change button.
- Form:** Container Enquiry section with a label "Container Number:*", an input field containing "OOLU3872600", and a Search button.
- Footer:** HPA PORTAL - VERSION 0.10.15, HUTCHISON PORTS AUSTRALIA © 2012. ALL RIGHTS RESERVED.

'Container Enquiry – Result' Page
 Export Container Example
 Note that the information is organised in blocks

The screenshot displays the 'Container Enquiry - Result' page for container OOLU3872600. The page is organized into several distinct blocks:

- Header:** Features the Hutchison Ports Australia logo and a navigation menu with links for HOME, ENQUIRIES, ONLINE SERVICES, TAS, ADMINISTRATION, and ABOUT.
- User Information:** Shows a welcome message for 'Phillip Lo' with a 'Log out' button and the current terminal 'HPAFI, Brisbane' with a 'Change' button.
- Container Enquiry - Result:** The main content area, divided into four sections:
 - Container Details:**

Container Number:	OOLU3872600	ISO:	22 10
Full / Empty:	F	Gross Weight:	15230 (kg)
Commodity Code:	GENL	Damage Indicator:	No
Reefer:	Non Operating	Seal Numbers	HG145
 - Controls:**

Customs Authorisation Number (CAN):	AAACWKCXF	Shipping Line Booking Reference:	CMA2258
Customs Status:	RELEASED		
 - Routing:**

Category:	EXPORT	Line Operator:	CMA
O/B Vessel Voyage:	OYK045N	Port of Loading:	AUBNE
O/B Vessel Name:	Forum fiji	Port of Discharge:	KRPUS
 - Container Movements:**

Current Location:	In Community	Loaded Date/Time:	25/02/2013 11:04
Received Date/Time:	21/02/2013 11:55		
Received Truck Registration:	GIZMOS		
- Footer:** Includes a 'Back to Search' button and the text 'HPA PORTAL - VERSION 0.10.15 HUTCHISON PORTS AUSTRALIA © 2012. ALL RIGHTS RESERVED.'

‘Container Enquiry – Result’ Page
 Import Container Example
 Note how the information is organised in blocks

The screenshot shows a web browser window displaying the 'Container Enquiry - Result' page for Hutchison Ports Australia. The browser's address bar shows the URL 'https://hpaportal.com.au/HPAFI/Container'. The page features a blue header with the company logo and name, and a navigation menu with links for HOME, ENQUIRIES, ONLINE SERVICES, TAS, ADMINISTRATION, and ABOUT. Below the navigation menu, there is a user greeting 'Welcome Philip Lo' with a 'Log out' button and a 'Current Terminal' dropdown menu set to 'HPAFI, Brisbane' with a 'Change' button.

The main content area is titled 'Container Enquiry - Result' and contains several data blocks:

- Container Details:**

Container Number:	CGMU4832130	ISO:	45 R1
Full / Empty:	F	Gross Weight:	9400 (kg)
Commodity Code:	GENL	Damage Indicator:	No
		Seal Numbers	1
- Controls:**

Customs Authorisation Number (CAN):	-	Shipping Line Booking Reference:	-
Customs Status:	ON HOLD	Import Storage Start Date:	31/03/2013
- Routing:**

Category:	IMPORT	Line Operator:	ANL
I/B Vessel Voyage:	OYK045S	Port of Loading:	FRLEH
I/B Vessel Name:	Forum fiji	Port of Discharge:	AUBNE
- Container Movements:**

Current Location:	-	Delivered Date/Time:	-
Discharged Date/Time:	-	Delivered Truck Registration:	-

At the bottom right of the main content area, there is a 'Back to Search' button. The footer of the page contains the text 'HPA PORTAL - VERSION 0.10.15 HUTCHISON PORTS AUSTRALIA © 2012. ALL RIGHTS RESERVED.'

HPA Portal

TAS - Timeslots

New TAS Menu Items

The screenshot shows a web browser window displaying the Hutchison Ports Australia (HPA) Portal. The browser's address bar shows the URL `wstad02/HPAFI`. The page features a header with the HPA logo and the text "Hutchison Ports Australia HPA Portal" over a background image of a port with stacked containers. A navigation menu is visible with the following items: HOME, ENQUIRIES, ONLINE SERVICES, **TAS**, ADMINISTRATION, REPORTS, and ABOUT. The "TAS" menu item is highlighted in orange and expanded to show two new sub-items: "TRUCK MANIFEST" and "APPOINTMENT MANAGEMENT". Below the navigation menu, there is a user greeting "Welcome phil Lo" with a "Log out" button, and a "Current Terminal" dropdown menu set to "HPAFI, Brisbane" with a "Change" button. The page is divided into three main sections: "News" on the left, the expanded "TAS" menu in the center, and "Useful Information/Links" on the right. The "News" section contains a single entry: "19/04/2013 - Welcome to the HPA Portal". The "Useful Information/Links" section contains three links: "HPA Home", "HPH Global Community 2012", and "HPH Fiver 2012".

Browser address bar: `wstad02/HPAFI`

Navigation Menu:

- HOME
- ENQUIRIES
- ONLINE SERVICES
- TAS**
- ADMINISTRATION
- REPORTS
- ABOUT

User Greeting: Welcome phil Lo [Log out](#)

Current Terminal: **HPAFI, Brisbane** [Change](#)

News

- 19/04/2013 - Welcome to the HPA Portal

Useful Information/Links

- [HPA Home](#)
- [HPH Global Community 2012](#)
- [HPH Fiver 2012](#)

TAS Menu Items:

- TRUCK MANIFEST
- APPOINTMENT MANAGEMENT

Book Appointment Screen

Hutchison Ports Australia
HPA Portal

HOME ENQUIRIES ONLINE SERVICES TAS ADMINISTRATION REPORTS ABOUT

Welcome phil Lo Current Terminal: HPAFI, Brisbane

Book Appointments

Date:

Restrictions when booking appointments

- 1. The maximum number of appointments that can be booked in each zone in each direction is the lesser of
 - a) the Available Appointments for that zone and direction or
 - b) the Throttle for you company on the Number of Appointments bookable in one zone in one direction in one request.
- 2. While multiple users can log in at any one time, a throttle is placed on the number of requested the system will process from your organisation in a given time. Any additional requests received within the request throttle window will be ignored.

Zone	Import			Export			Unspecified		
	Available	Request	Booked	Available	Request	Booked	Available	Request	Booked
0	0	0	0	0	0	0	0	0	0
1	0	0	0	0	0	0	0	0	0
2	0	0	0	0	0	0	0	0	0
3	0	0	0	0	0	0	0	0	0
4	0	0	0	0	0	0	0	0	0
11	0	0	0	0	0	0	0	0	0
12	0	0	0	0	0	0	0	0	0
13	0	0	0	0	0	0	0	0	0
14	7	<input type="text" value="0"/>	0	6	<input type="text" value="0"/>	0	8	<input type="text" value="0"/>	0
15	8	<input type="text" value="0"/>	0	8	<input type="text" value="0"/>	0	8	<input type="text" value="0"/>	0
16	8	<input type="text" value="2"/>	0	8	<input type="text" value="2"/>	0	8	<input type="text" value="1"/>	0
23	7	<input type="text" value="0"/>	0	7	<input type="text" value="0"/>	0	7	<input type="text" value="0"/>	0

HPA PORTAL - VERSION 1.0.3.97

Appointment Dashboard Screen

HOME
ENQUIRIES
ONLINE SERVICES
TAS
ADMINISTRATION
FINANCE
REPORTS
ABOUT

Welcome Philip Lo
Log out
Current Terminal: HPAFI, Brisbane Change

Appointment Dashboard

Search Criteria

Truck Carrier:*	<input type="text" value="All"/>	Zone	<input type="text" value="All"/>
Appointment Date from:*	<input type="text" value="27/09/2013"/>	Direction	<input type="text" value="All"/>
Appointment Date to:*	<input type="text" value="02/10/2013"/>	Status	<input type="text" value="All"/>

Appointment Number: <input style="width: 90%;" type="text"/>	Container Number: <input style="width: 90%;" type="text"/>
--	--

Search
Create Private Appointment

Arrival Window Start Time ▲	Appointment Number	Carrier	Confirm/Manifest By	Status	Manifest Reference	Direction	Type	Container Number	Container Length	Commodity Code	Vessel Voyage	Select
27/09/2013 07:00	0927071014	DIO		Manifested	0927072914	Import	Public	GLDU5656543	20	GENL	JED 213S	
27/09/2013 07:00	0927071018	WMS		Listed		Unspecified	Public					
27/09/2013 07:00	0927071019	CSS		Manifested	0927072932	Import	Public	BSIU2041011	20	GENL	JED 213S	
27/09/2013 07:00	0927071012	SQH		Manifested	0927075386	Import	Public	TCKU1327581	20	GENL	JED 213S	
27/09/2013 07:00	0927071013	SQH		Manifested	0927075386	Import	Public	APHU6558193	40	GENL	JED 213S	
27/09/2013 07:00	0927071020	TNS	27/09/2013 06:47	Confirmed		Import	Public	TGHU2896758	20	GENL	JED 213S	
27/09/2013 07:00	0927071008	QUB		Manifested	0927074475	Export	Public	GESU6819757	40	GENL	RSE 001N	

Confirm Appointment Screen

HOME ENQUIRIES ONLINE SERVICES TAS ADMINISTRATION FINANCE REPORTS ABOUT

Welcome Philip Lo [Log out](#) Current Terminal: **HPAFI, Brisbane** [Change](#)

Public Appointment Details

Appointment Number:	0927151010	Direction: *	Export
Status:	Booked	Arrival Window start time:	27/09/2013 15:00
		Confirm By:	27/09/2013 13:13

Container Details

Do you have a pre-advised container? * Yes No

Commodity Code: *

Vessel Voyage: *

[Confirm Appointment](#)

Confirm Appointment Screen

HOME ENQUIRIES ONLINE SERVICES TAS ADMINISTRATION FINANCE REPORTS ABOUT

Welcome Philip Lo Current Terminal:

Public Appointment Details

Appointment Number:	0927151010	Direction: *	<input type="text" value="Import"/>
Status:	Booked	Arrival Window start time:	27/09/2013 15:00
		Confirm By:	27/09/2013 13:13

Container Details

Container Number: *	<input type="text"/>	<input type="button" value="Fetch"/>	
eIDO Pin:	<input type="text"/>		
Commodity Code:		Import Available:	
Vessel Voyage:		Import Storage Start:	
ISO Code:		Storage Owing:	
Container Length:		Current Location:	
Container Gross Weight:		Customs Status:	
Full/Empty:			

Confirmed Appointment

Browser address bar: wstad02/HPAFI/TAS/Appointment/0802101009

Browser search: Google



Navigation menu: HOME, ENQUIRIES, ONLINE SERVICES, TAS, ADMINISTRATION, FINANCE, REPORTS

User: Welcome Philip Lo [Log out](#)

Current Terminal: HPAFI, Brisbane [Change](#)

Public Appointment Details

Arrival Window start time: *	02/08/2013 10:00
Appointment Number:	0802101009
Status:	Confirmed
Direction:	Export
Confirm/Manifest By:	08/02/13 09:45:00

Container Details

Do you have a pre-advised container? * Yes No

Container Number: *	DSWL2954102
Commodity Code:	GENL
Vessel Voyage:	YJH 25N
ISO Code:	22 10
Container Length:	22
Full/Empty:	Full
Container Gross Weight:	21548

[List Appointment](#)

HPA Portal

Truck Manifest

Truck Manifest Menu

HOME	ENQUIRIES	ONLINE SERVICES	TAS	ADMINISTRATION	REPORTS	ABOUT
Welcome phil Lo <input type="button" value="Log out"/>			<u>TRUCK MANIFEST</u>	CREATE MANIFEST (FULL)	<input type="button" value="Change"/>	
News 2/08/2013 - new new			APPOINTMENT MANAGEMENT	Useful Information/Links <ul style="list-style-type: none">• HPA Home• HPH Global Community 2012• HPH Flyer 2012		

Truck Manifest Dashboard

HOME
ENQUIRIES
ONLINE SERVICES
TAS
ADMINISTRATION
FINANCE
REPORTS
ABOUT

Welcome [Philip Lo](#) Log out
Current Terminal: HPAFI, Brisbane Change

Truck Manifest Dashboard

Search on one or more fields to find a Truck Manifest

Appointment Number

Container Number

Manifest PIN:

Carrier Code:

Driver MSIC:

Truck Registration:

Truck Visit Start Date: *

Truck Visit End Date: *

Search
Create Truck Manifest

Movement Reference ▲	Truck Visit Date/Time	Truck Registration	Driver MSIC	Manifest PIN	Status
0927071204	27/09/13 07:00	935YO	18469	24662	Accepted
0927072914	27/09/13 07:00	609RUD	OSC0079466	23859	Accepted
0927072932	27/09/13 07:00	862RQN	OSC0086691	37193	Accepted
0927074475	27/09/13 07:00	127JKI	OSC0096619	17371	Accepted
0927075386	27/09/13 07:00	219RHM	OSC0083673	20705	Accepted
0927081012	27/09/13 08:00	860KSF	OSC0089114	37702	Accepted
0927081306	27/09/13 08:00	789RYD	OSC0094233	41357	Accepted
0927081442	27/09/13 08:00	308KAV	OSC0091334	23655	Accepted
0927082007	27/09/13 08:00	609RUD	OSC0079466	16213	Accepted
0927082042	27/09/13 08:00	055KXY	OSC0082270	25167	Accepted

Create Truck Manifest Screen

The screenshot shows the 'Create Truck Manifest' interface. At the top is a navigation bar with links: HOME, ENQUIRIES, ONLINE SERVICES, TAS, ADMINISTRATION, FINANCE, REPORTS, ABOUT. Below the navigation bar, a user greeting 'Welcome Philip Lo' and a 'Log out' button are on the left, and 'Current Terminal: HPAFI, Brisbane' with a 'Change' button is on the right.

The main form area contains several fields: 'Registration:*', 'Driver MSIC Number:*', 'Truck Configuration:' (with a dropdown set to '20'), 'Has Side Loader:' (radio buttons for 'Yes' and 'No'), 'Movement Reference:', 'Manifest PIN:', and 'Status:'. Below these is a 'Notifications:' section with a text input field and a message: 'lo.philip@hutchisonports.com.au will receive an email confirming this manifest. Is there anyone else you would like us to email?'. A 'SAVE' button is located to the right of the form.

Below the form are tabs for 'EXPORT APPOINTMENTS', 'IMPORT APPOINTMENTS', 'TRANSIT 20'', and 'TRANSIT 40''. A truck graphic is displayed in the center, with a callout 'Truck Graphic to match configuration'. A callout 'Exp & Imp Tabs' points to the 'EXPORT APPOINTMENTS' and 'IMPORT APPOINTMENTS' tabs. A callout 'Date & Time Zone Containers for selection' points to a timeline below the truck. A callout 'Add Transit Containers' points to the 'TRANSIT 20'' and 'TRANSIT 40'' tabs. A callout 'Additional Emails' points to the 'Notifications:' section. A callout 'Driver and Truck Info' points to the 'Registration:*' and 'Driver MSIC Number:*' fields.

The timeline shows a date of '27/09/2013' and a time range from '12:00' to '23:00'. Three containers are listed below the timeline:

Container ID	Weight	Time	Status
KHS400720	25.7t	20:00	In Community
KHS400606	28.6t	20:00	In Community
KHS400846	28.4t	20:00	In Community

Creating and Amending Truck Manifest

- Complete the Driver and Truck Details section (The Truck picture will change to reflect the selected truck configuration)
- Input additional Notifications email addresses
- Select the Export or Import Tab
- Select the Date and Time Zone (You will see the Container Cards <confirmed appointments> for the selected date and time zone)
- Select and drag the Container Card on to the truck graphic (The Truck picture will highlight the eligible positions for the selected container)
- Review and then click 'Save'
- Accept the 'Truck Manifest – Carrier's Declaration'
- The Truck Manifest will progress from status 'Pending' to 'Accepted'
- TAS will display a Manifest PIN when the Truck Manifest is Accepted
- The Carrier will receive email notification to confirm Manifest acceptance/rejection

Adding an Import Container with Impediments and Errors

The screenshot displays the BCT web application interface. At the top, a navigation bar includes links for HOME, ENQUIRIES, ONLINE SERVICES, TAS, ADMINISTRATION, FINANCE, REPORTS, and ABOUT. Below this, a user greeting 'Welcome Philip Lo' and a 'Log out' button are visible on the left, while 'Current Terminal: HPAFI, Brisbane' and a 'Change' button are on the right.

The main content area features a form for appointment details with fields for Registration, Driver MSIC Number, Truck Configuration (set to 20'), Has Side Loader (radio buttons for Yes/No), Movement Reference, Manifest PIN, and Status. A 'Notifications' section is partially visible below the form.

An 'Edit Appointment Details' modal window is open in the center, displaying two messages:

- This appointment has errors.** (Red box with an 'X' icon): eIDO Pin is required.
- This appointment has impediments.** (Yellow box with a warning icon): Storage Owing: \$194.70 on 27/09/2013.

Below the messages, the modal shows appointment details:

Container Number:	LGPU2136339
EIDO Pin:	<input type="text"/>
Commodity Code:	GENL
Vessel Voyage:	WRD1 001S
Container Length:	22'
Container Gross Weight:	14220

At the bottom of the modal are 'UPDATE' and 'CANCEL' buttons. A 'SAVE' button is also visible in the background form.

At the bottom of the page, a timeline for 27/09/2013 is shown with time slots from 12:00 to 23:00. The 13:00 slot is currently selected.

Adding a Transit Container on the Truck

The screenshot displays the BCT web application interface. At the top, a navigation bar includes links for HOME, ENQUIRIES, ONLINE SERVICES, TAS, ADMINISTRATION, FINANCE, REPORTS, and ABOUT. Below this, a user greeting 'Welcome Philip Lo' and a 'Log out' button are visible on the left, while 'Current Terminal: HPAFI, Brisbane' and a 'Change' button are on the right.

The main content area features a form with the following fields:

- Registration*: TRK111
- Driver MSIC Number*: MSIC007
- Truck Configuration: B-Double (dropdown menu)
- Has Side Loader: Yes No
- Movement Reference: -
- Manifest PIN: -
- Status: -

Below the form is a 'Notifications' section with a text input field containing 'lo.philip@hutchisonports.com.au' and a 'Log out' button.

The interface includes several buttons: 'EXPORT APPOINTMENTS', 'IMPORT APPOINTMENTS', 'TRANSIT 20'', 'TRANSIT 40'', and a large orange 'SAVE' button.

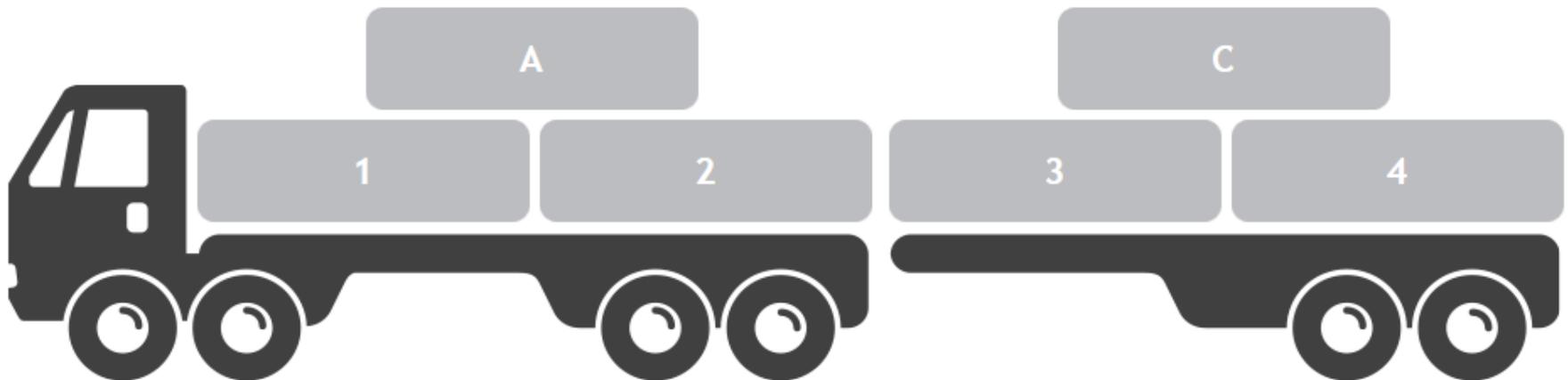
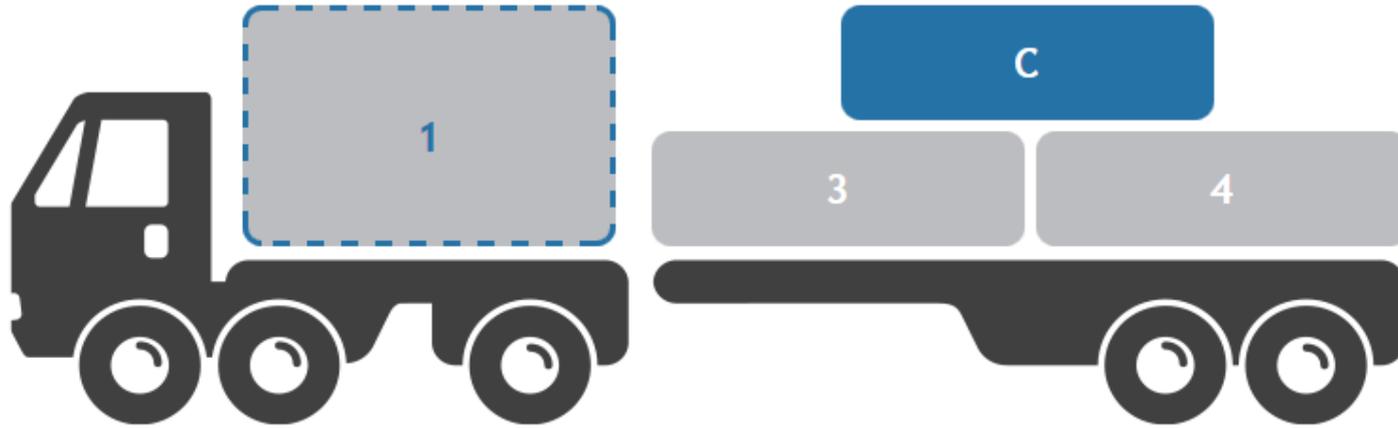
A 'Transit Container Details' modal window is open, displaying the following information:

- Please provide container number and weight for transit container.
- Container Number: [input field]
- Container Weight: [input field] kg
- SAVE CANCEL

A callout box with a black border and white background points to the 'TRANSIT 40'' button, containing the text 'Drag Container on to truck'.

At the bottom of the interface, a timeline shows the date '27/09/2013' and a series of hourly slots from 12:00 to 23:00, with the 13:00 slot highlighted.

Acceptable Container Positions on Truck



Truck Manifest – Carrier’s Declaration

Carrier to Accept upon saving of Truck Manifest

Truck Manifest – Carrier’s Declaration

- 1. The assigned Truck is suitable for the manifested movements and conforms to all Federal and State Chain of Responsibility requirements.
- 2. The Carrier has checked that the assigned truck will not be over its allowable Gross Vehicle Mass and Axle Weight Limits.
- 3. If you are carrying hazardous goods
 - a. the assigned Truck Driver has the necessary certification for the manifested truck and movements, including appropriate certification for the hazardous classes.
 - b. the assigned Truck has all the necessary placards for the classes of hazardous containers manifested
- 4. If you are carrying over-dimensional containers/ cargoes
 - a. the assigned Truck has the necessary permits to move the manifested over-dimensional containers/ cargoes and you have a permit.

ACCEPT **DECLINE**

An Accepted Truck Manifest – with Movement Ref, Manifest PIN, and Status ‘Accepted’

HOME ENQUIRIES ONLINE SERVICES TAS ADMINISTRATION FINANCE REPORTS ABOUT

Welcome Philip Lo [Log out](#) Current Terminal: **HPAFI, Brisbane** [Change](#)

Registration:* 042IUJ Driver MSIC Number:* OSC0069029 Truck Configuration: Super B-Double Has Side Loader: Yes No Movement Reference: 0927135434 Manifest PIN: 23350 Status: Accepted

Notifications:
fleetcontrol@qld.chalmers.net.au will receive an email confirming this manifest. Is there anyone else you would like us to email?

EXPORT APPOINTMENTS IMPORT APPOINTMENTS TRANSIT 20' TRANSIT 40' [SAVE](#) [DELETE](#)

Unit ID	Length	Weight	Time	Count
CAXU6781901	22'	2.5t	13:00	2
CAXU6721116	22'	2.5t	13:00	M05
CAXU6780865	22'	2.5t	13:00	3
CAXU6340090	22'	2.5t	13:00	3

27/09/2013 ◀ 12:00 13:00 14:00 15:00 16:00 17:00 18:00 19:00 20:00 21:00 22:00 23:00 ▶

Sample Message – Accepted Truck Manifest

From: <noreply@hutchisonports.com.au>
Date: Mon, Mar 25, 2013 at 3:59 PM
Subject: Accepted Truck Manifest - 0325153910
To:

The Terminal has accepted your Truck Manifest. Below are the details of your Truck Manifest:

Truck Information

Carrier Code: AJI

Truck Registration: TRAK02

Driver MSIC Number: DRAK02

Truck Visit Date/Time: 25 Mar 2013 15:00

Movement PIN: 13676

Export Container Information

Appointment Number	Container	Commodity	Size
--------------------	-----------	-----------	------

TA13032514543710015	TRAK00001	GENL	40
---------------------	-----------	------	----

Sample Message – Rejected Truck Manifest

From: <noreply@hutchisonports.com.au>
Date: Mon, Mar 25, 2013 at 2:51 PM
Subject: Rejected Truck Manifest - 0325147961
To:

The terminal has rejected your manifest for the following reasons:

- Appointment [23234234] is not found.

Truck Information

Carrier Code: AJI

Truck Registration: 23123

Driver MSIC Number: 123123

Truck Visit Date/Time: 25 Mar 2013 14:00

Movement PIN: 54951

Export Container Information

Appointment Number	Container	Commodity	Size
23234234	SOOG000001	ODIM	40
23132	SHAZ0000001	HAZD	40



Hutchison Ports Australia



BCT Auto Gate Process

March 2016

BCT Auto Gate Process



- Overview
- BCT Auto Gate Process – Overview
- Before Truck Arrival
- Traffic Flow in the Terminal
- Pre-Gate
- Driver Amenities Building (DAB)
- Container Exchange in the Manual Areas-OOG, F/racks, B/bulk
- Container Exchange in the ASC Areas
- Department of Agriculture, Fisheries and Forestry
- Exit Gate
- Help



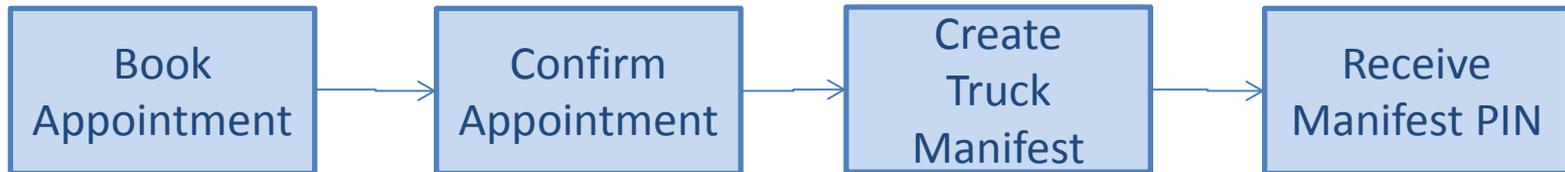
1. **Truck Manifest** – Every Truck Visit Must be Manifested correctly
2. **Automatic Gate Process** – Arrive at the Terminal:
 - Within the Allocated Time zone
 - With Valid driver MSIC
 - With Manifest PIN for the Visit

Note : There is No grace Period unless published via TAS Notifications
3. **Gate Kiosks** – Follow Simple Screen Instructions
4. **Driver Amenity Building (DAB)** – Only Limited, Simple manifest changes allowed
5. **MSIC Scan at every Process Point** – The MSIC Scan will identify the Driver, the Truck, and Location in Terminal

BCT Auto Gate Process



Before Truck Arrival: Carrier Action



- The Carrier will complete the above steps using TAS
- The Driver must have Unique Manifest PIN for the Visit
- The Truck must Arrive within the allocated Time Zone

Checks before Arriving the Terminal



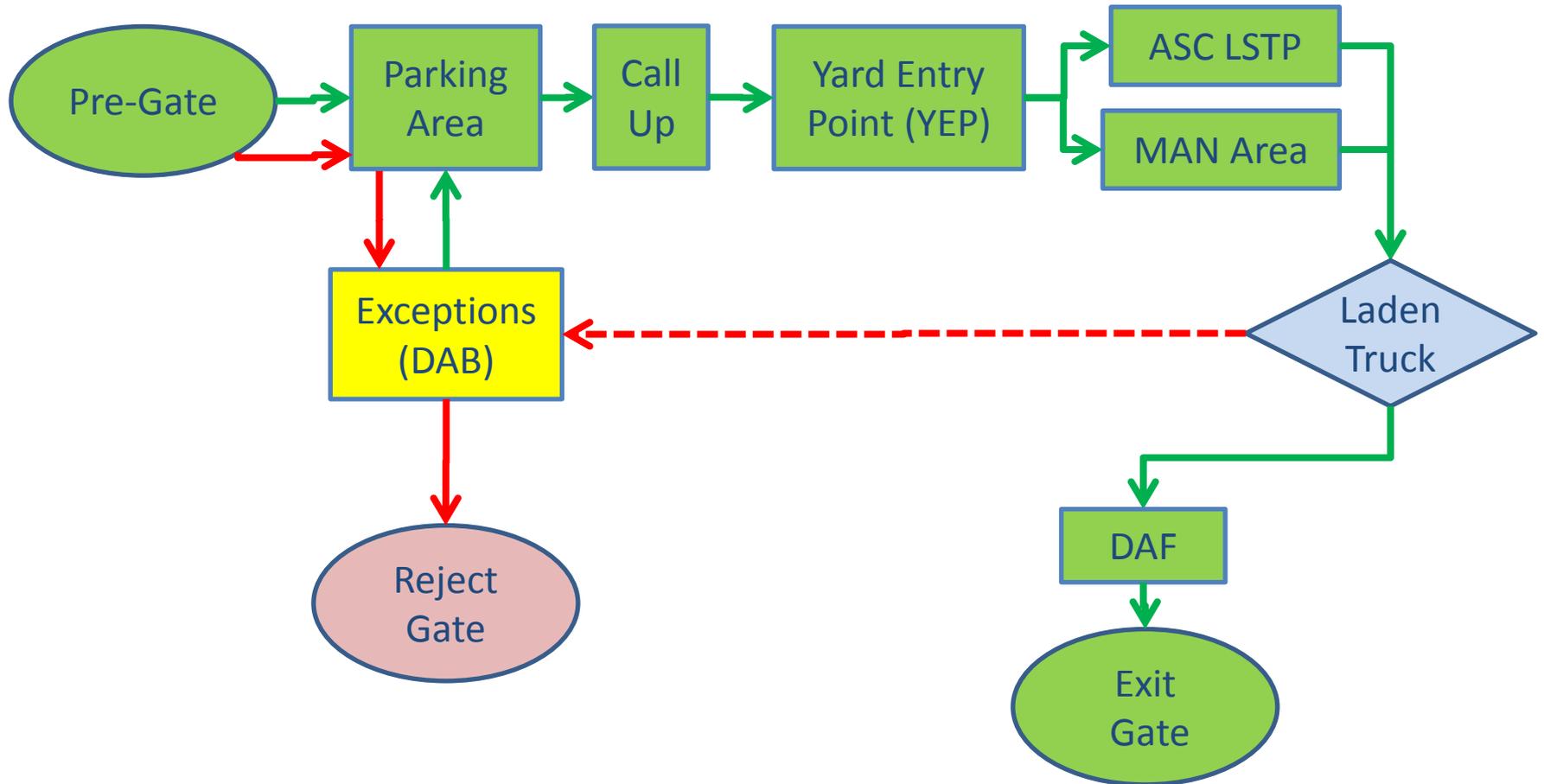
To ensure that the Truck Visit is Efficient – Carriers must Check the following before Time Zone Starts or Truck Arrival :

1. **Containers** – Ready for Exchange (Holds, Container in Yard, Payment)
2. **Truck Manifest** – Must be Correct and Accurate (Manifest PIN), please ensure manifest is made **prior to start** of time-slot (note 15 min rule)
3. **MSIC** – Driver MSIC is valid, including BCT Site induction
4. **Truck** – Must be suitable for the Manifested Exchanges (COR Requirements)
5. **Manifest PIN** – Driver must have Unique PIN for each Visit
6. **Arrival Time** - Within the allocated Time-zone

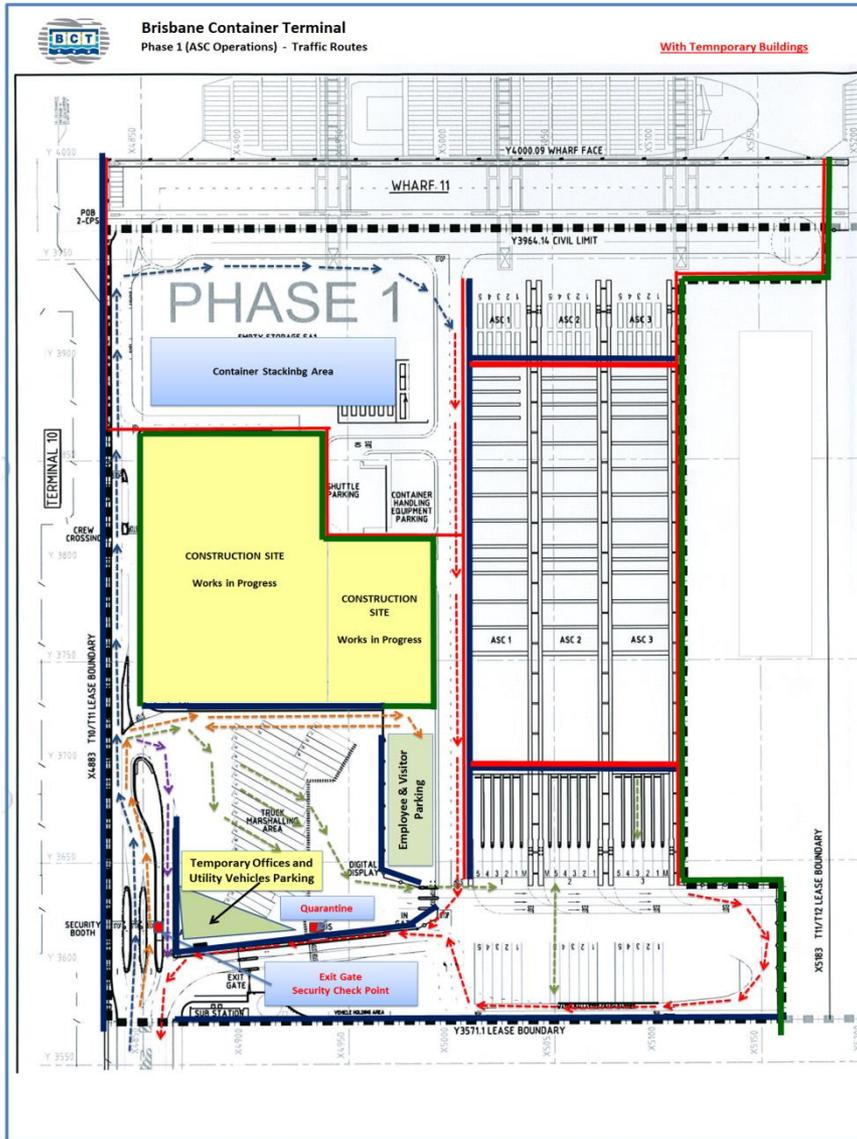
BCT Auto Gate Process



Truck Flow in the Terminal



Brisbane Container Terminals-Truck Routes in Terminal



Brisbane Container Terminals

Safety & Security Requirements

1. Speed Limit - 20 KPH
2. PPE - Hard Hat / Safety Glasses / Safety Boots / Safety Vest
3. Entry subject to valid MSIC and completed induction for BCT via 1 Stop

Receival & Delivery Procedures

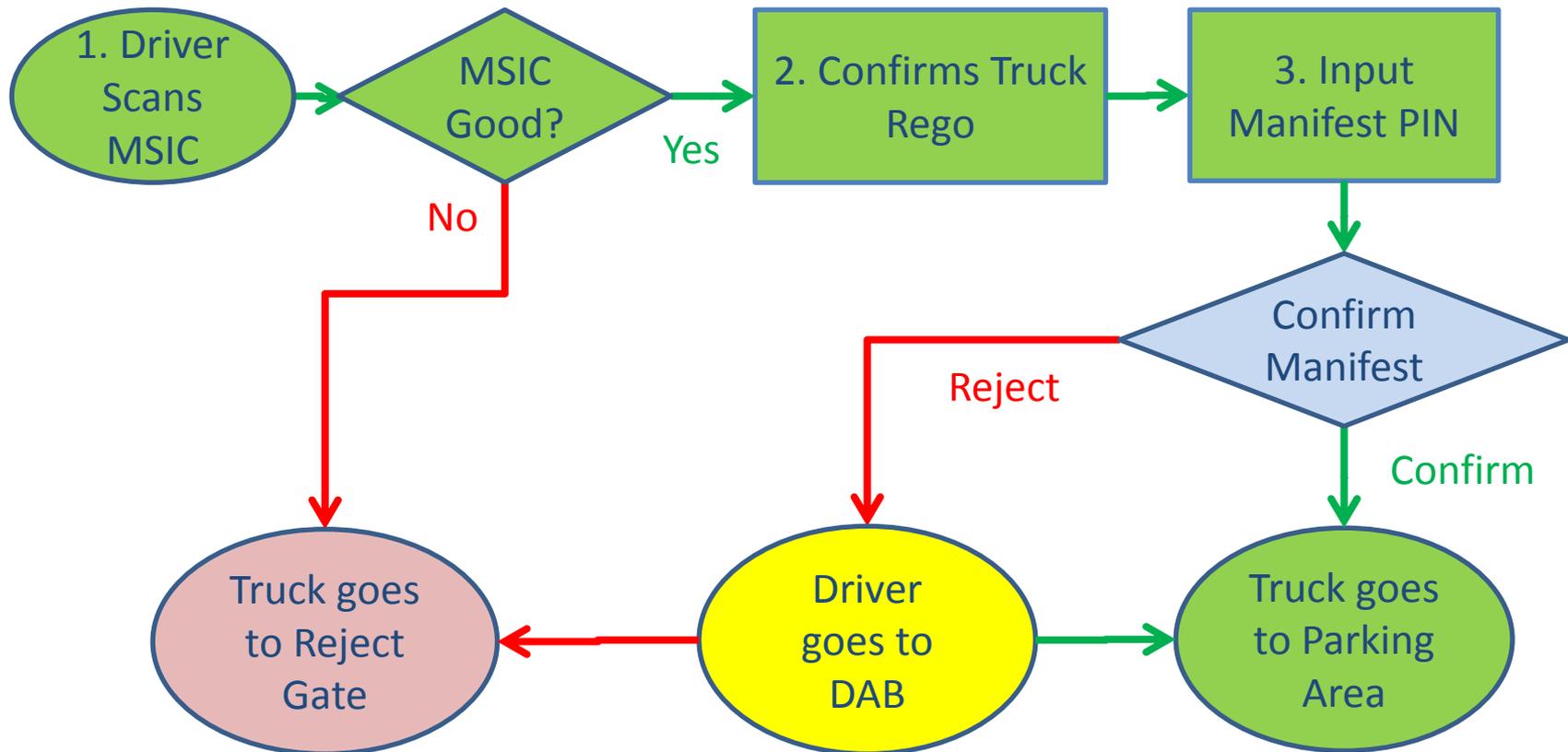
1. Upon arrival at Pre Gate Kiosk, swipe MSIC card and follow screen prompt. If rejected, please leave the facility via the designated "rejection" route.
2. If transaction/s accepted, proceed to designated truck handling area.
3. If minor exceptions cannot be resolved at pre-gate kiosk, proceed to Drivers Amenities Building to amend, update or cancel specific transaction.
4. For Manual stacks - proceed straight ahead towards river. Follow all instructions given by BCT employees.
5. For ASC stacks - turn right into truck marshalling area. Wait for truck rego and stack number to appear on the call up board. Thereafter, proceed through the Yard Entry Point gate towards the designated stack. Reverse into any vacant exchange bay and then unlock all twistlocks. When ready, enter the drivers booth at the front of the exchange bay and follow screen prompt.
6. Upon completion of transaction/s, driver must lock all twistlocks prior to departing
8. Drivers must stop at the Quarantine Inspection station when it is manned



Pre-Gate Process



Truck Arrives at the Pre-Gate Lane Kiosk





Truck Stops at Pre-Gate Kiosk:

1. Scan MSIC
2. Confirm/ Enter Truck Rego
3. Enter Manifest PIN (Driver is allowed 3 Tries to get it right)
 - Confirm/ Reject Truck Manifest Details on Screen
 - Confirm -> Go to Parking Area
 - Reject -> Go to DAB
 - System will instruct Truck to Go to Reject Gate if:
 - Arriving Early/ Late and Rejected
 - No Manifest found or No Container Exchange

Pre-Gate Process



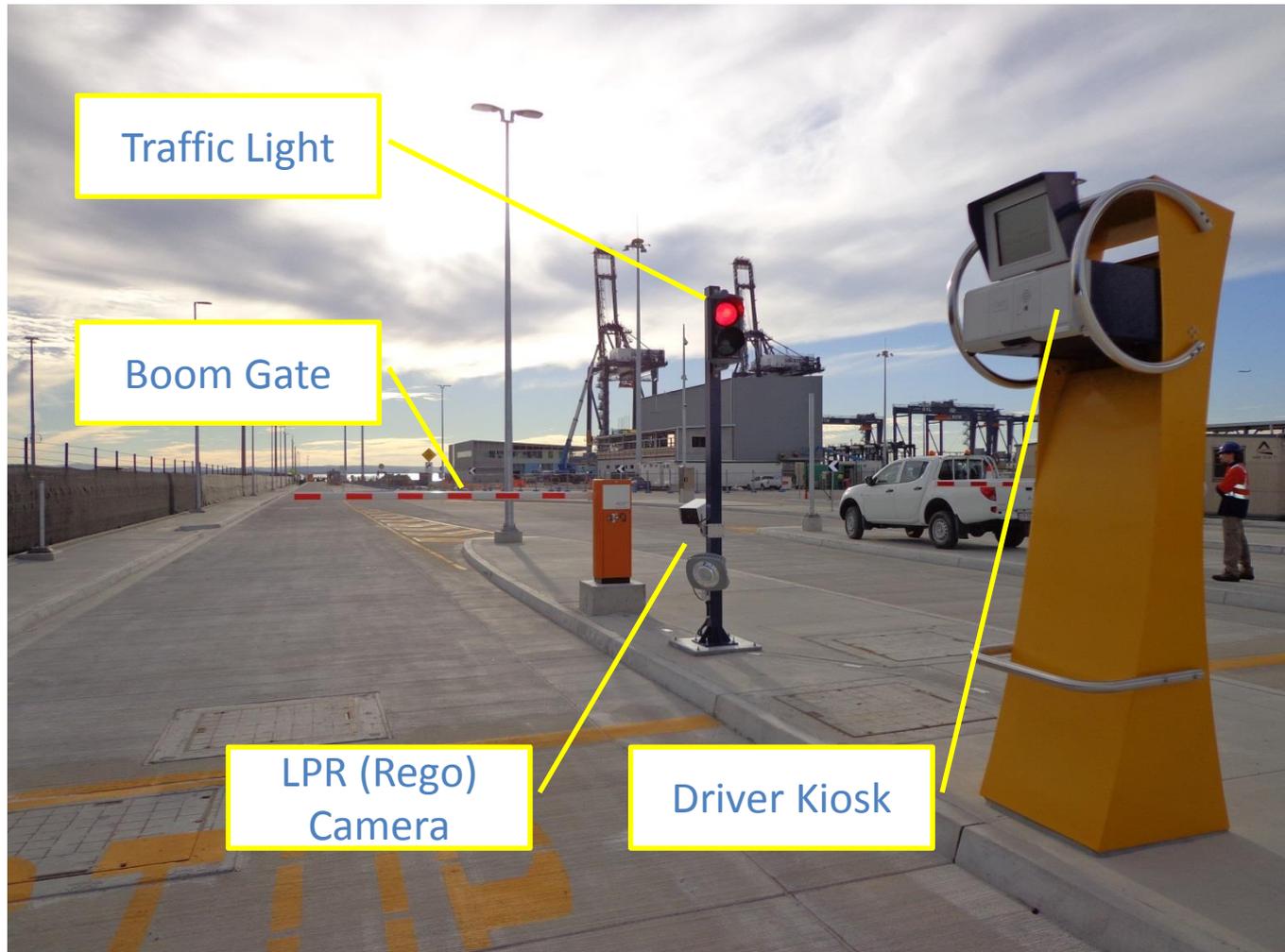
Pre-Gate Kiosk



Pre-Gate Process



Pre-Gate Truck Lane



Pre-Gate Process



Pre-Gate – Driver Kiosk



Pre-Gate – Driver Kiosk Screens



 Sydney International
Container Terminals

Welcome.
Please Place MISC Card on Reader.

 Sydney International
Container Terminals

Please input your Rego.

1	2	3	4	5	6	7	8	9	0	
Q	W	E	R	T	Y	U	I	O	P	CORR
A	S	D	F	G	H	J	K	L		ENTER
Z	X	C	V	B	N	M				

 Sydney International
Container Terminals

MSIC: HPA0000008
Is this Rego correct?
TAS222

 Sydney International
Container Terminals

Please input your Manifest PIN.

1	2	3	CORR
4	5	6	
7	8	9	ENTER
	0		

Pre-Gate – Driver Kiosk Screens



 Sydney International
Container Terminals

<u>Container</u>	<u>IC Mode</u>	<u>Length</u>	<u>Pos</u>	<u>Doors</u>	<u>Hold</u>
EXPU4441234	GR	20	1	Aft	N

 Sydney International
Container Terminals

MSIC: HPA0000015
Go to
the Parking Area.



MSIC: HPA0000008
Driver report to
DAB



Go to the DAB Kiosk:

1. Scan MSIC
2. Enter Manifest PIN
3. System will display the Manifested Container Details – Change Options:
 - Remove Container
 - Change Container Position
 - Change Export Reefer Door Direction
 - Add Transit Container/ Change Grounding Container to Transit
4. Confirm/ Reject the Changed Details
 - Confirm -> Go to Parking Area
 - Reject -> Go to Reject Gate (No Container Exchange)

DAB Kiosk Screen



Kiosk in the DAB



DAB – Driver Kiosk Screens



 Sydney International Container Terminals

<u>Container</u>	<u>IC Mode</u>	<u>Length</u>	<u>Pos</u>	<u>Doors</u>	<u>Hold</u>	<u>Remove</u>	<u>Change</u>
EXPU4441234	GR	20	1	Aft	N		

 Sydney International Container Terminals

Please input the container number.



 Sydney International Container Terminals

MSIC: HPA0000008
Enter the size of the container.
TRAN4567111

 Sydney International Container Terminals

MSIC: HPA0000008
Enter the new position.
TRAN1234567

DAB – Driver Kiosk Screens



 Sydney International Container Terminals

Container	IC Mode	Length	Pos	Doors	Hold	Remove	Change
6661234	GR	20	1		N		
TRAN4567111	TR	20	2		N		

 Sydney International Container Terminals

MSIC: HPA0000015

Go to
the Parking Area.

 Sydney International Container Terminals

MSIC: HPA0000008

Please contact the tower
or proceed to the reject gate.

Parking Area - Call Up – YEP Gate



Wait in the Parking Area - Look for your Truck Rego on the Call Up Board

Call Up Board Display – Truck Rego and ASC Block ID or MAN (Manual Area)

YEP Gate Process - When your Truck Rego is called up:

1. Go to the YEP Gate Kiosk
2. Scan your MSIC
3. Follow Kiosk Screen Instructions and Traffic Light
4. Proceed into the allocated ASC Block /MAN (Manual Area)

Truck Call Up Board



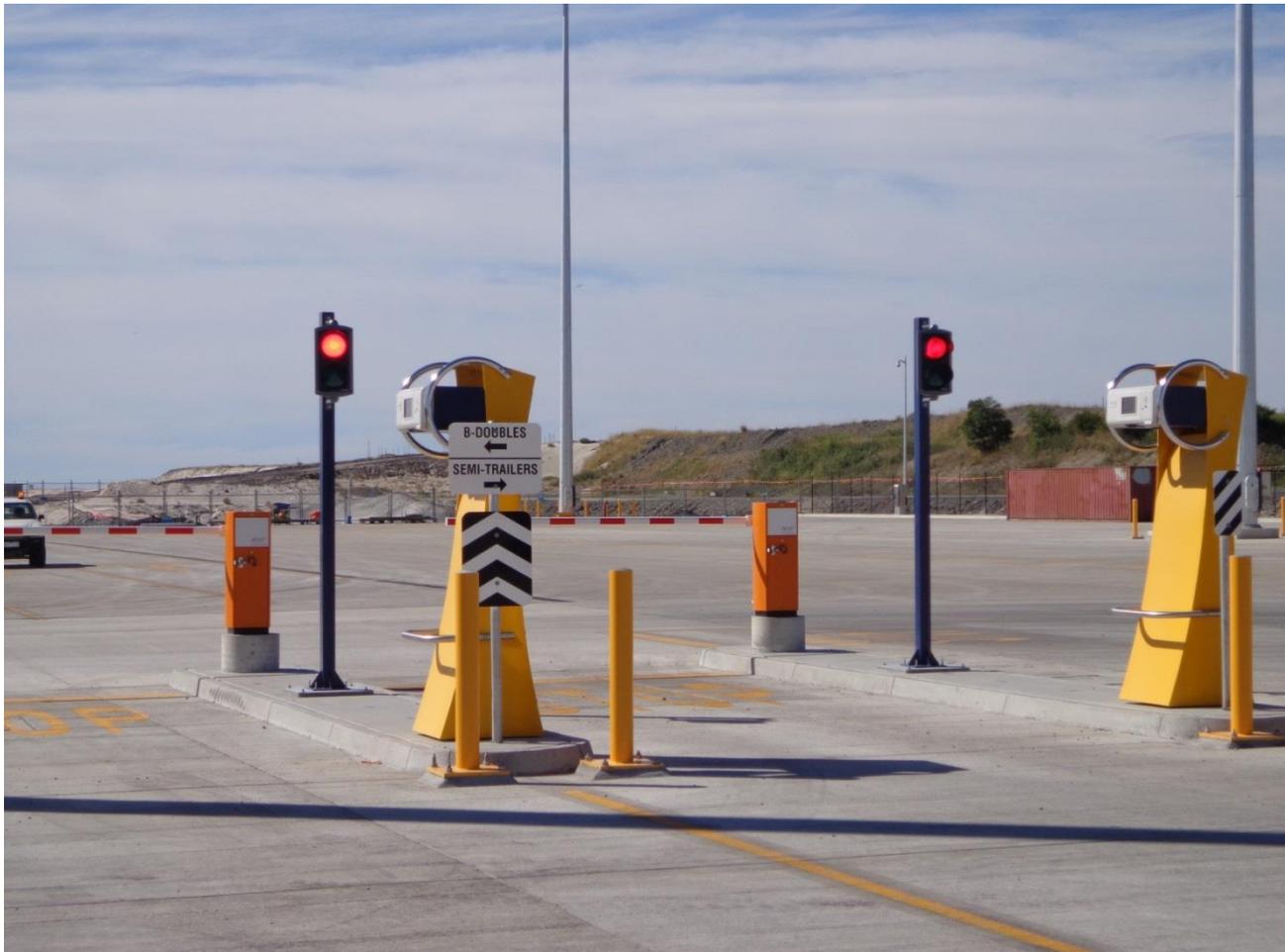
Call Up Board will Display:
Truck Rego, ASC Block ID or MAN (for Manual Area)



Yard Entry Point Process



YEP Gate Lanes and Kiosks



YEP – Driver Kiosk Screens



MSIC: HPA0000015
Go to a LSTP.
Block: 3



ASC LSTP Truck Lanes and Driver Booths





Safety First

1. Awareness of other truck movements/ pedestrians
2. Speed limit 20km on site, additional care required when reversing
3. Stay within chosen lane (do not walk about)
4. Ensure PPE compliance: high viz clothing or vest, safety footwear
5. Follow all screen instructions
6. Exit LSTP via the designated route

ASC LSTP Driver Instructions



1. Back the truck into an available lane, ensure your front twist locks of the trailer are inline with the marked position
2. Set the twist locks on trailer
3. Go into the Driver Booth
4. Scan the MSIC
5. Confirm that twist locks are okay
6. Stay on the Pressure Mat
7. Only leave the Driver Booth if you need to reset the twist locks...and only when the ASC is not in the LSTP area
8. The Screen instruction will tell you go to Exit Gate when all exchanges are completed





ASC LSTP Driver Booth Kiosk



ASC LSTP Driver Booth
Driver to Stay on the
Pressure Mat! If a driver
moves off the mat this will
fault the ASC and effect
your Truck turn around
time.

LSTP – Driver Kiosk Screens



Sydney International
Container Terminals

Please ensure all
twist locks are unlocked.

OK



Sydney International
Container Terminals



MSIC: HPA0000015
Waiting for the ASC...
Please remain on the Pressure Mat
for Service Continuity

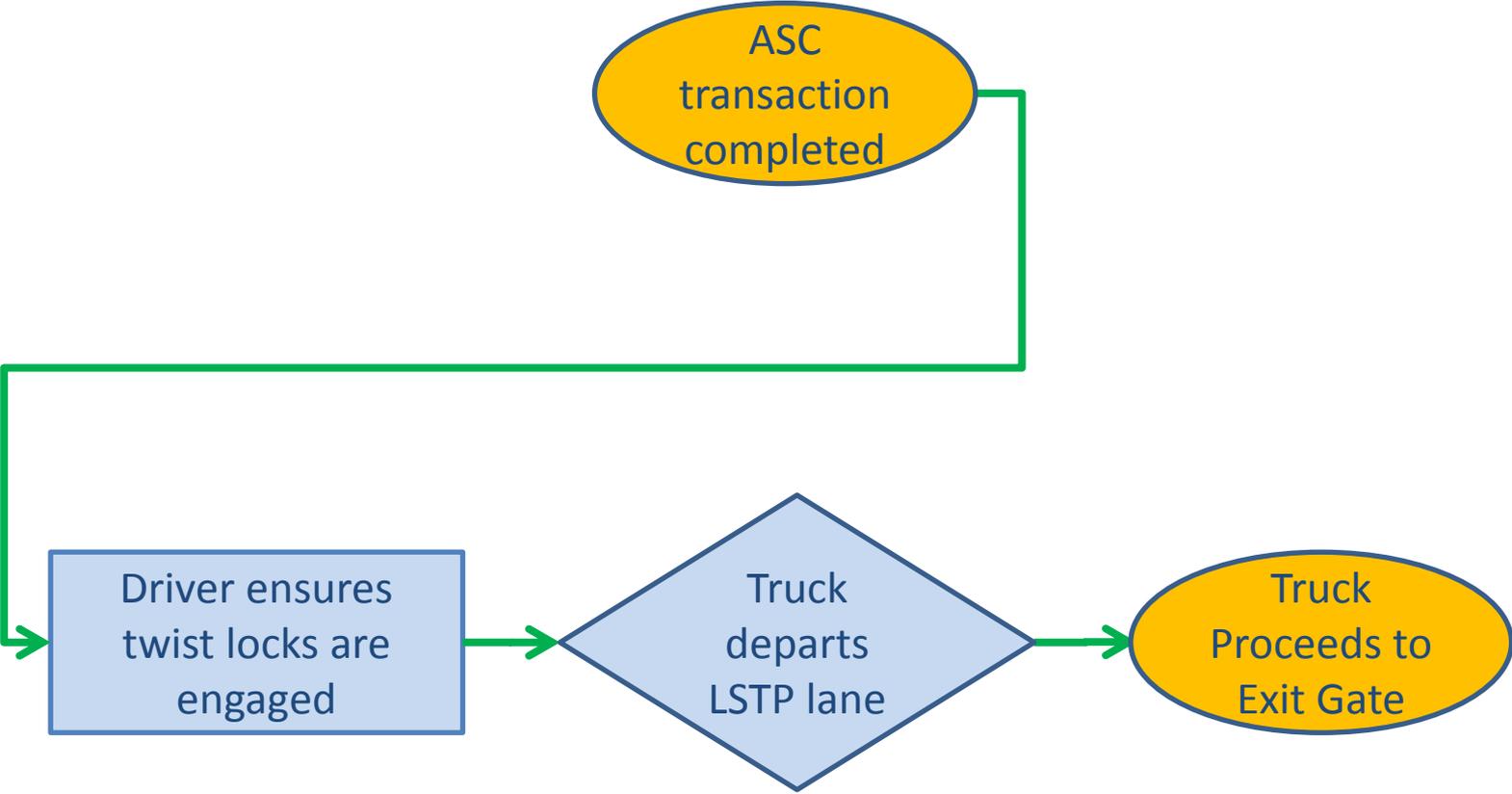
ASC LSTP Booth Kiosk



1. **Large Red Emergency Stop button** - e.g. if truck is being lifted.
2. **Blue light** - ASC is approaching need to be standing on mat
3. **Orange light** - when illuminated remain on mat or ASC will stop
4. **Red light** - fault button press intercom when illuminated
5. When ASC is approaching it will make a *buzzing* sound **Stay on the Pressure Mat in the booth**
6. Remain on mat until light turns off, keep an eye on the screen
7. Then engage twist locks and leave site safely following the designated exit route



Exit LSTP Process



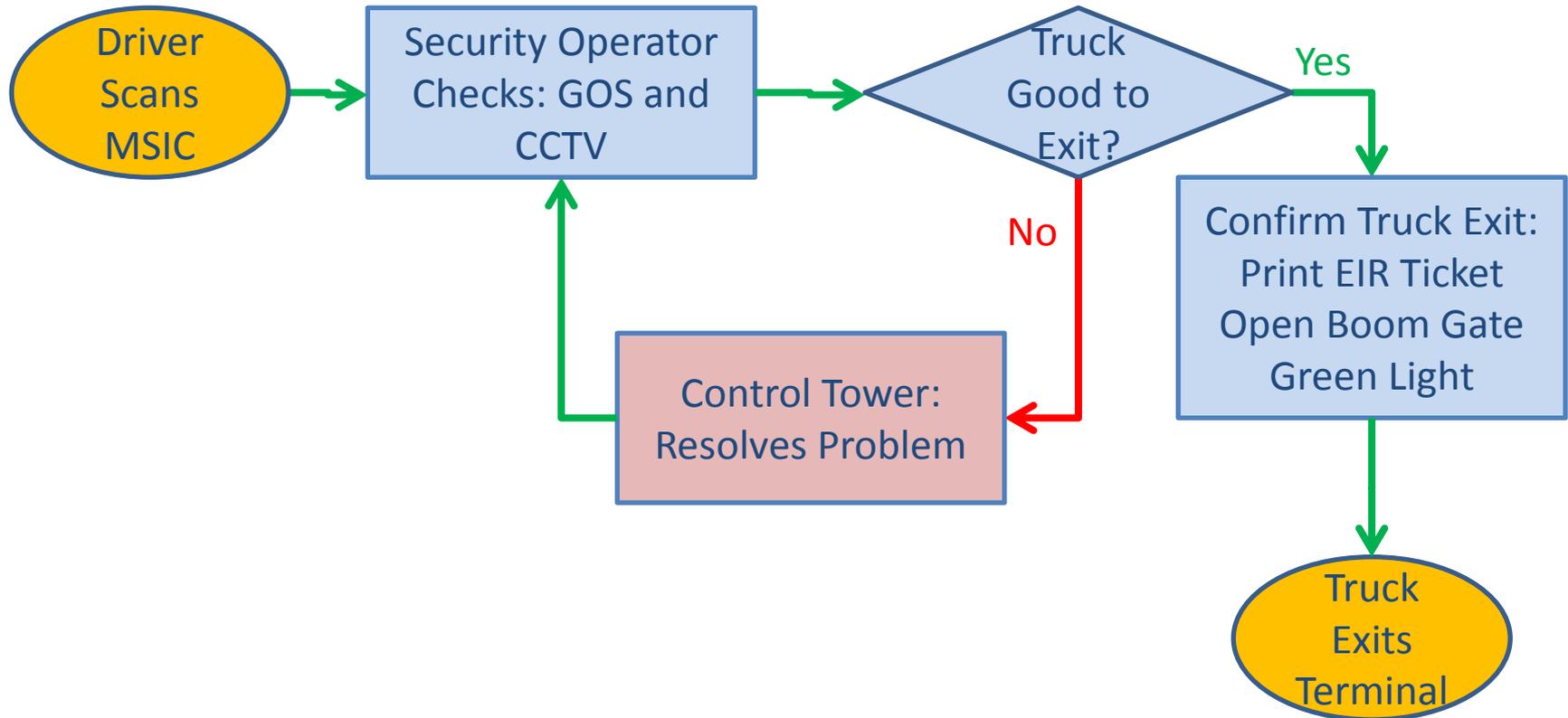


Import cargo exiting the Terminal gates is subject to inspection for external contamination by DAF Officers. Contaminated cargoes could be restricted from exiting the port precinct and directed to a DAF treatment facility outside of BCT

Exit Gate Process



Truck Arrives at the Exit Gate Lane





Go to the Exit Gate Lane Kiosk:

1. Scan MSIC
2. Wait for Screen Instructions
3. The Security will do the necessary checks before authorising the truck exit
4. Exit Terminal when the green light comes on, and the boom gate opens

Exit Gate – Driver Kiosk Screens



Sydney International
Container Terminals



MSIC: HPA0000008
Please wait while your
Truck is processed...



Simple Checks to Ensure your Truck Visit to BCT is Safe and Efficient:

1. **Container** Readiness – Containers ready for Exchange
2. **Truck Manifest** Ready – Manifest Correct and Accurate
3. **Truck** – Suitable for the Truck Visit – COR Requirements
4. **Driver** – MSIC Valid, BCT Site Induction Valid, Driver has Manifest PIN
5. **Truck Arrival** – Within Allocated Time zone
6. **Follow Kiosk Screen Instructions** – Kiosk Intercom for exceptions
7. **Modify Manifest at DAB** – Cntr Pos, Exp Reefer Door Dir, Transit Cntr
8. **Follow Instructions** from Terminal Security, Ground and Control Staff
9. **Safety First**



HPH

Our Mission

**To be the global market leader in
port development, operations and logistics services**