Placing Transport Orders with Maersk
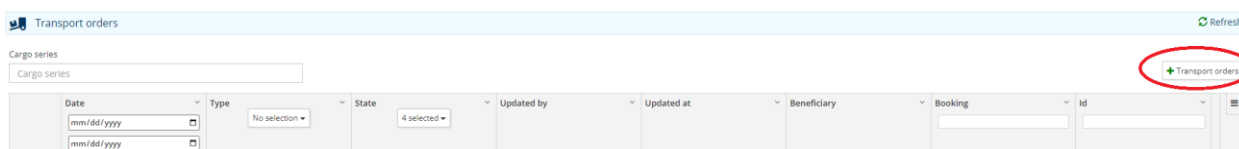
1. The customer accesses the online platform using the following link, with a predefined username and password: http://89.43.139.185:8080/operatori/containers
2. The "Transport Orders" window is accessed by clicking on the enclosed icon.


3. To add a new transport order, click on the box "+ Transport Orders" on the right side of the window.

4. In the following window, you fill out the information as follows:
   a. Order Type - Import / Transit / as applicable, from the dropdown options:
      i. Import = Final Import to Agigea - to be delivered with an import customs declaration.
      ii. Transit = Transit Opening in Agigea - to be delivered with a T1 document that will be closed at another customs office.
   b. Beneficiary represents the consignee from the Bill of Lading (BL). In cases where the operator is different from the consignee, it is necessary for the operator (the one placing the order) to have a power of attorney uploaded to the platform on behalf of the consignee. The transport invoice will then be issued to the operator.
   c. Transport Type - National / Local / Rail:
      i. National = Truck Transport.
      ii. Local = Truck Transport within the port - Constanta South Agigea Free Zone.
      iii. Rail = Multimodal Transport, including picking up by train from Agigea to Chitila terminal, delivery by truck from Chitila terminal to the destination, and returning the empty container by train from Chitila to Agigea.
   d. Booking represents the booking number associated with the container for which the transport order is being placed.

To complete the operation, click the "Save" button in the top right corner of the window.
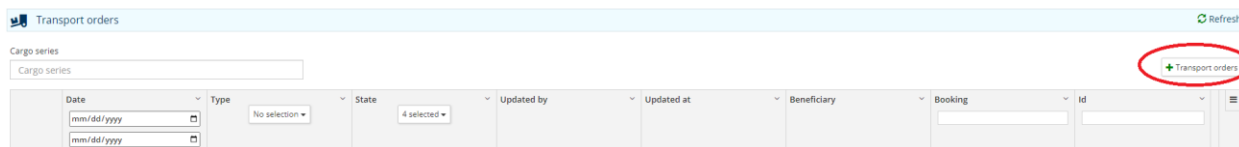
5. Press the "Add Container" button

6. **In the new window, you must complete the fields marked with an asterisk (*):**
   a. Container Series - Enter the container series and click the "Add" button
   b. Container Type will be automatically populated based on the previous information - Import or Export.
   c. Container Size - Select from the dropdown: 22R1 (20 REEF), 45R1 (45REEF), 22G1 (20 DRY), 42G1 (40 DRY), 45G1 (40 HIGH CUBE).
   d. Cargo Weight - The gross weight of the cargo in kilograms, excluding the container's weight. The number must be a natural value without decimal points or commas.
   e. Shipping Line - MSK for Maersk or SGL for Sealand.
   f. Scanner, Physical, Health Control, Weighing - Check the relevant boxes and provide details regarding the inspection location and contact person, as applicable.
   g. Request Date - This represents the desired delivery date for the container at the destination and can be entered as both a date and time by clicking the calendar icon.
   h. Delivery Address - The exact delivery address of the container, including street, number, company name, and any other relevant delivery details. These instructions will be relayed to the truck driver.
   i. Delivery City - The destination city for delivery, which will automatically generate the transportation fee.
   j. Contact Person + Phone - The name of the unloading contact person and their contact phone number. This information will be conveyed to the driver.
   k. Customs Broker + Phone - The name of the customs brokerage firm opening the T1 document in Agigea and their contact phone number. This information is required when the Order Type is Transit and will be conveyed to the driver.
   l. Destination Customs Broker + Phone - The name of the customs brokerage firm closing the T1 document at the destination and their contact phone number. This information is required when the Order Type is Transit and will be conveyed to the driver.
   m. Accept Terms and Conditions - Check the box after reading and accepting the terms and conditions.

Based on the type of equipment, cargo weight, and delivery location, the transportation cost in EURO will be automatically calculated.

To complete the operation, click the "Save" button. At the order level, you can add multiple containers one by one if they are on the same booking.

MAERSK

Edit container
[id: 3]

Containers series *	Containers series		**+** Add	**✕** Remove all
	MRKU0221427 ✕			
Container type	IMPORT			
State	Complete			
Booking	123451234			
Booking import shipment *	123451233			
Size *	45G1 ▾			
Cargo weight (kg) *	22000			
Shipping line *	MSK ▾			
Scanner	☑	Scanner Port Agigea		
Physical	☑	Rampa ABC		
Sanitary check	☑			
Weighing	☑	Terminal Maersk Agigea		
Request date	2023-11-21 08:00:00			
Valid to date	2023-11-30 23:59:59			
Transport means	CT61MSK	CT16MSK	**+**	
Transport company	APM TERMINALS ROMANIA			
Delivery address	Strada Castanilor nr 14			
Delivery place *	BUCURESTI			
Contact *	Mircea Vasile	Phone *	0722222222	
Customs commissioner *	XYZ BROKER	Phone *	0733333333	
Customs commissioner of destination	QWE BROKER	Phone	0744444444	
☑ Accept terms and conditions				

Transport cost: 628 EUR   **Save** **Close**

7. After the order is completed, it must be sent to Maersk Customer Experience Romania by clicking the "Send Order" button on the right side of the window. At this point, the order status will change to "Sent," awaiting processing, which includes the issuance of the transport invoice and the validation of the associated Purchase Order (OP).

From this point onwards, the operator can no longer modify details of the order, except for changing the delivery date to one different from the initial date, and providing information related to physical inspection, scanning, or health inspection if this data was not available initially.
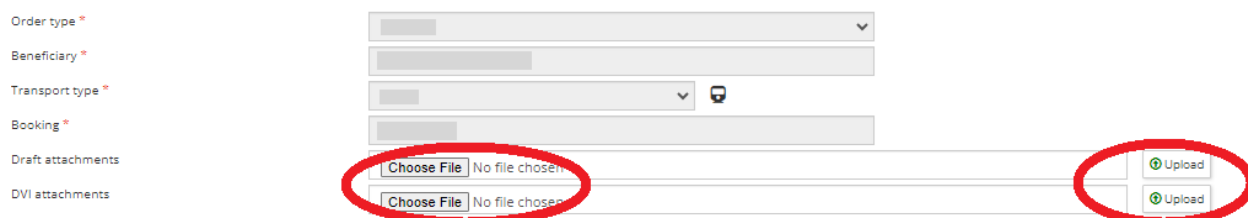
The operator can track the order's status for planning purposes. The order statuses can be as follows:

a) Sent - Awaiting processing by CX (Customer Experience) for the issuance of the transport invoice and validation of the associated Purchase Order (OP).
b) Confirmed - Processed by CX, and the dispatcher is preparing to allocate a truck.

c) Completed - A truck has been allocated and is scheduled for execution in accordance with the provided instructions. Additionally, an email notification with the vehicle details will be sent to the user's email address.
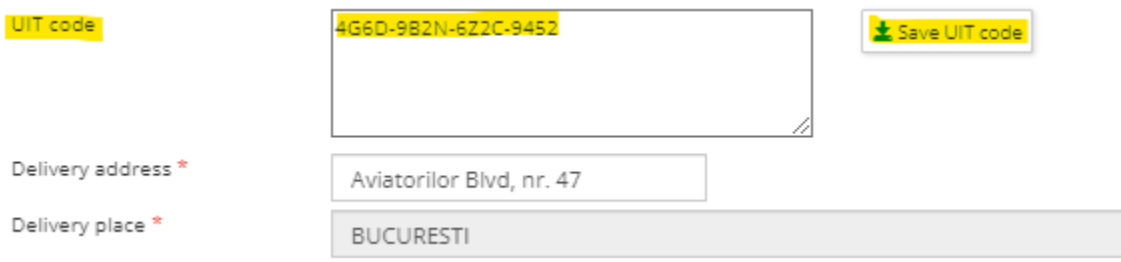
8**.** After obtaining the Customs documents, please upload them to the platform at the order level. Your order will be confirmed and scheduled for execution only after you send us the color Loading Draft with all the necessary stamps (customs stamp, customs broker's stamp, and "Pentru incarcare" stamp), by clicking the Choose File button - where you will need to select the corresponding file and click the Upload File button. Also, please send us the final import or Transit documents, as the case may be, as soon as they are finalized.

      a. Click the **Choose File** button and select the PDF file to be uploaded.

      b. Click the **Upload** button to save the operation.

Order type *	⌄
Beneficiary *	
Transport type *	⌄ 🖥
Booking *	
Draft attachments	Choose File No file chosen ⊕ Upload
DVI attachments	Choose File No file chosen ⊕ Upload

9.The generation of UIT codes and their transmission to the TRANSPORT ORGANIZER is the responsibility of the clients/beneficiaries. For all container transport orders with IMPORT goods (including TRANSIT) sent to Maersk Logistic & Services Romania, CUI RO14192429, you will need to enter our company as the TRANSPORT ORGANIZER in the RO e-TRANSPORT system. Their transmission must be carried out through the online order platform, at the container level, in the dedicated field named UIT CODE. After entering the code(s), click the **SAVE UIT CODE** button

UIT code	4G6D-9B2N-6Z2C-9452	📥 Save UIT code
Delivery address *	Aviatorilor Blvd, nr. 47	
Delivery place *	BUCURESTI	