# TABLE OF CONTENTS

1. **INTRODUCTION** ........................................................................................................... 3

2. **OBJECTIVE** .................................................................................................................. 4
   2.1 Scope of Document .................................................................................................. 4
   2.2 Systems Overview ................................................................................................. 4

3. **VESSEL ARRIVAL NOTIFICATION SUB-SYSTEM** ..................................................... 5
   3.1 Submission Process for SCN (Vessel) .................................................................... 5
   3.2 Maiden Calls ......................................................................................................... 8
   3.3 Submission of Vessel ID application ...................................................................... 8
   3.4 Change of Vessel Details ...................................................................................... 16

4. **FALLBACK PROCEDURE** ........................................................................................... 19
   4.1 PORT KLANG SYSTEM DOWN ........................................................................... 19
   4.2 SHIPPING AGENT’S SYSTEM BREAKDOWN ..................................................... 19

5. **SUPPORT SERVICES** .................................................................................................. 20
   5.1 PORT KLANG AUTHORITY .............................................................................. 20
   5.2 RANK ALPHA HELP DESK ................................................................................ 20
1. Introduction

Port Klang Authority (PKA) shall assume the responsibility of issuing and monitoring of the Vessel Identification Reference (Vessel-ID) and the Ship Call Number (SCN) with effect from 1st January 2013. Prior to this date, North Port has been the issuing authority for both the Vessel-ID and SCN.

The Vessel-ID & SCN application are built-in modules within the Port Klang Net system allowing port users, mainly Principal Shipping Agents (PSA) and Shipping Agents (SA) to submit their respective Vessel-ID and Ship Call Number application via CALINF\(^1\) and CUSREP\(^2\) messages to the Issuing Authorities utilizing the Internet as the primary data carrier source.

Application of Vessel-ID shall be applied by Principal Shipping Agents (PSA) in a web-form in the Port Klang Net system. The data required in the application shall be similar to the current P5 form used by North Port but with some additional data fields, though it maybe optional to complete.

CUSREP messages are sent by PSA to request for Ship Call Number (SCN) from the SCN Issuing Authority electronically. CUSREP messages are also used by the Pilotage Providers (POT) / Port Operators (POP) to issue the Actual Time of Vessel Arrival (ATA), Actual Time of Vessel Departure (ATD) to the Authorities concerned.

The application modules shall perform a first level validation and upon validation shall aggregates all the information required by the Customs Information System (Sistem Maklumat Kastam - SMK), Port Operator, Port Authority and Shipping Agent, for example, Estimated Time of Vessel

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\(^1\) CALINF – UN/EDIFACT Message for Vessel Call Information

\(^2\) CUSREP - UN/EDIFACT Message for Customs Conveyance Report
Departure (ETD), Estimated Time of Vessel Arrival (ETA), Actual Time of Arrival of Vessel (ATA) & Actual Time of Departure of Vessel (ATD), place of berth, vessel details and cargo details.

Hence, Vessel-ID & SCN application for all vessels calling at Port Klang shall be submitted electronically using Port Klang Net system to Port Klang Authority.

2. Objective

2.1 Scope of Document

The purpose of this document is to align the procedures in terms of application of vessel arrival notifications in a timely and accurate manner.

2.2 Systems Overview

The vessel arrival notification system involves the electronic notification using the Port Klang Net of all scheduled vessel arrivals at Port Klang. All such scheduled arrivals shall be issued unique Ship Call Numbers (SCN) based on the Vessel Identification Number and the scheduled arrival of the vessel (ETA).

Principal Shipping Agents and/or Shipping Agents shall use any of the following means to submit their electronic applications:

- Web-based application in Port Klang Net
  - This software is in-built within the Port Klang Net system.

- Shipping Agents Front-End Software
  - This software application is supplied by Dagang Net Technologies Sdn Bhd or its Solution Provider.
- Application Program Interface (API) systems
  - These are systems developed by the respective users via their appointed vendors.

- Semi-API systems
  - This is a combination model using an interface program between Shipping Agent’s back-end systems interfaced with the Front-End software.

3. Vessel Arrival Notification System

The vessel arrival notification system in Port Klang Net shall be able to capture information on vessels calling at Port Klang.

The Principal Shipping Agents (PSA) shall notify all vessels scheduled to arrive at Port Klang. The PSA shall notify of such arrivals before actual arrival of vessel using the front-end software currently supplied by Dagang Net Technologies Sdn Bhd or its Solution provider.

All vessel arrival notifications and their subsequent responses are based on the UNEDIFACT CUSREPLPK ver 3.0 message format.

3.1 Submission Process for SCN (Vessel).

Principal Shipping Agents (PSA) shall send the vessel arrival notification to the Port Klang Net System. Message that is sent is the CUSREPLPK 956.

Port Klang Net shall respond to the PSA with a response message indicating the receipt of the message. This message is then forwarded to the Ship Call Number Issuing Authority i.e. Lembaga Port Klang (LPK).
A copy of this message is also routed to Port Klang Community System, the Free Commercial Zone Department (FCZ), Port Operator (POP) and to the Pilotage Provider (POT). This response is also routed to Sistem Maklumat Kastam (SMK) via Dagang Net Technologies Sdn Bhd.

Port Klang Net System shall process this application and if successful, Port Klang Net shall issue the Ship Call Number, (SCN). The Port Klang Net System shall verify various fields including the Vessel Identification Number, Port Operator Account Number and Estimated Time of Arrival (ETA). The value of the ETA must be greater than the date of application. The SCN shall be issued using the CUSREPLPK 957 message format.

This SCN message shall be sent to the PSA and a copy is routed to the PKCS, FCZ, POP and POT and SMK.

Upon actual arrival of vessel, the POT shall send the Actual Time of Arrival (ATA) to all relevant parties using the Port Klang Net System. In this case, CALINF 958 message shall be used.

The date & time when pilot boarded the vessel shall be the ATA of the vessel. The date & time when the vessel docks the berth shall the ATB (Actual Time of Berthing) of the vessel.

Upon departure of vessel, POT will send the CALINF 968 message indicating the actual time of departure time of vessel (ATD) and the berth at which the vessel was working. However, the Port Klang Net System shall be also be updated by POT the Actual Time Unberthing of the Vessel (ATU). This data is routed by Port Klang Net to the PSA, PKCS and SMK as CUSREPLPK 968 message.
The date & time when pilot leaves the vessel will be deemed as the ATD of vessel.

The Port Klang Net System shall be able to cater for multi terminal calls by a single vessel on a single voyage. This means that there shall be multiple CUSREPLPK 958 & CUSREPLPK 968 messages. POTs shall update the data to Port Klang Net which in turn sends out CUSREPLPK 958 (ATA) & CUSREPLPK 968 (ATD) for each terminal call.

Please find the Vessel ID & SCN Process Flow below:
3.2 Maiden Calls

PSAs representing vessels making maiden calls to Port Klang are required to use the Port Klang Net web-based application to submit an electronic application for vessel identification number from Port Klang Authority (LPK). Upon receipt of the application, LPK shall process the application and upon approval an email response message is sent back to the PSA providing the Vessel ID reference. Port Klang Net shall route this message to the FCZ, POP, POT, Port Klang Community System and Customs. In the case of a vessel having made prior calls at Port Klang but under a different agency, the new PSA shall follow similar process to apply for a new Vessel identification reference number. The PSA shall use the Vessel ID reference number in the process for vessel arrival notification through their usual system.

3.3 Submission of Vessel ID Applications

Logon to Port Klang Net site (http://www.my1port.com/) using your usual Account No., User IID and Password:
The below screen-captures shows the Vessel ID application module in the Port Klang Net System. Click on “Vessel ID Application (P5)” to apply for new vessel ID.

Click on “New” to create a new Vessel ID Application:
Fill up all the required information. Fields highlighted in yellow are mandatory fields. Click “Save” to save the header record.

Ship Owner info shall be displayed accordingly. Fill up the rest of the information such as Vessel Particular, Weight/Measurement etc.

Vessel Particulars:
Weight Measurement:

Fill up “Other Info” if necessary by clicking on “New”

Pop up for Co-Loaders Entry shall appear for you to entry the info. Click “Save” once done. Do the same for “Port Rotations”.
Once completed click on the “Save” button, a message shows “Record successfully saved!” shall appear.

Your vessel ID application is ready for submission now. Go to “Vessel ID Application” module and select “Submit Vessel ID (P5)” under “New Vessel ID” sub-module to view your submitted vessel ID.
The “Submit Vessel ID Listing” shall be displayed. You may filter by any of the headers or click on the open date or any other headers to sort out the listing.

At “Submit Vessel ID (P5), click “Submit” button to submit the new Vessel ID application. A pop up message “Successfully submitted Job: JOB NO Ref No.XXX” shall appear.

You may also click on the “Print’ button to print out your vessel ID application report for reference.
Sample of the Vessel ID application report as below:

<table>
<thead>
<tr>
<th>Job No/Ref No:</th>
<th>TESTJOB051</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vessel Name:</td>
<td>BUNGA SEROJA XI</td>
</tr>
<tr>
<td>IMO Code:</td>
<td>7654328</td>
</tr>
<tr>
<td>Port Operator:</td>
<td>NP - North Port</td>
</tr>
<tr>
<td>Port Operator:</td>
<td></td>
</tr>
</tbody>
</table>

Open Date: 11/12/2012
Declare Date: 11/12/2012
Call Sign: 9WLF
Ledger Acc No: A1224

Successfully submit JOB: TESTJOB051!
To check your Vessel ID which has been approved by Lembaga Port Klang, go to “Vessel ID Inquiry” under “Vessel ID Application”.

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**SHIP PARTICULARS**

*Application for Ship ID*

**SHIP ID:**

<table>
<thead>
<tr>
<th>No</th>
<th>Particulars of Ship</th>
<th>For NMB Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Ship Name</td>
<td>BUNGA SEROJA XI</td>
</tr>
<tr>
<td>2</td>
<td>Call Sign</td>
<td>9WLF</td>
</tr>
<tr>
<td>3</td>
<td>Year of Built</td>
<td>2009</td>
</tr>
<tr>
<td>4</td>
<td>Gross Registered Tonnage (GRT)</td>
<td>5067</td>
</tr>
<tr>
<td>5</td>
<td>Net Registered Tonnage (NRT)</td>
<td>1569</td>
</tr>
<tr>
<td>6</td>
<td>Deadweight Tonnage</td>
<td>6032</td>
</tr>
<tr>
<td>7</td>
<td>Length Overall (LOA)</td>
<td>108.88</td>
</tr>
<tr>
<td>8</td>
<td>Draft (MAX)</td>
<td>6</td>
</tr>
<tr>
<td>9</td>
<td>Class of Ship</td>
<td>FOREIGN GOING</td>
</tr>
<tr>
<td>10</td>
<td>(e.g. Foreign Going / Local Trade)</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Type of Ship</td>
<td>G</td>
</tr>
<tr>
<td>12</td>
<td>(e.g. Wooden Boat / Tug/Barge/Container/Conv.)</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>Register</td>
<td>QURAYYAH</td>
</tr>
</tbody>
</table>

**Additional Info required by terminal (Wisport)**

<table>
<thead>
<tr>
<th>Svc Name</th>
<th>Port Rotation</th>
<th>Co-loaders</th>
</tr>
</thead>
</table>

*Prepared by: MARY888*
You shall be able to view the Approved Vessel ID as per screen capture below:

3.4 Change of Vessel Details

In the case of any change of the vessel details like nationality or flag, ownership change, vessel structural change, etc PSA representing the said vessel shall notify LPK via Port Klang Net System of such changes prior to the call of the said vessel to Port Klang.

Go go “Vessel ID Application” module and click on the “Vessel ID Amendment” under “Vessel ID Maintenance” for amendment of the vessel details.
Click “Edit” to edit the vessel information.

Click “Save” to save the record after amendment.

A pop up message for you to enter the “Amendment Remark”. Click “Save” after you have entered the remark.
Check on the “Vessel ID Inquiry” again for the status after submission. It will be indicated as “Approved” if the amendment is approved by Lembaga Port Klang.
4. Fallback Procedure

In most cases, the fallback procedures for Vessel ID and Ship Call Number applications can be divided into the following scenarios:

4.1 Port Klang Net System Down

The following are the fallback procedures when the Port Klang Net system is down:

a) An official notification by email will be disseminated informing all users of the Port Klang Net System.

b) The Shipping Agents may submit their SCN application by email to LPK. This is to ensure that SCN is available to Forwarding Agents who may require the SCN for export processing and declaration.

c) Port Klang Net will ensure the manually issued SCN shall be entered into the system once the system is back on-line.

4.2 Shipping Agent’s system breakdown

The following are the fallback procedures when the Shipping Agent’s system is down:

a. Shipping Agent is required to inform LPK of their breakdown.

b. Shipping Agent shall be required to use other services to transmit their application electronically.

c. Manual submission will not be allowed.
5. Support Services

The following are the contact information that will prove useful should Users face difficulties with the Vessel ID and SCN submission modules.

5.1 Free Commercial Zone Department, Port Klang Authority

Port Klang Authority is the authority receiving application submissions. Any queries pertaining to business procedures can be addressed to the following officers:

Manager - Tel: 03 3167 0024
Officer - Tel : 03 3168 8211
Fax : 03 3168 8229
Email : vreg@pka.gov.my

5.2 Rank Alpha Help Desk

Any failure of the Port Klang Net system shall be reported to the Help-Desk of Rank Alpha Technologies Sdn. Bhd.

Contact number : Tel : 03 8073 8488
Fax : 03 8073 8499
Email : helpdesk@rankalpha.com

Handphone : 012-2060097 Jane Lim
: 016-2117550 Halimi