

DO Online Process for Import Cargo to TPKKOJA/JICT/CDP.

1. Customer must submit authorization letter to inform the requester & receiver email address in order of eDO release.
2. Requester send the email as instruction for OOCL to issue the eDO. (OOCL only accept request and send the email from/to email address that has been registered on authorization letter).
 - OOCL Email: jktedo@oocl.com
 - Subject Email: eDO Release to TPKKOJA/JICT/CDP – BL: XXXXXXXXXXXX – Consignee/Notify Party: XXXXXXXXXXX
 - Content Email:

QQ

Dear OOCL Team,

Would you please to release eDO for BL as below data:

BL Number: OOLUXXXXXXXX

Consignee Name: XXXXXXXX

Notify Party: XXXXXXXX

Vessel: XXXXXXXX

Eta: XXXXXXXX

Status BL: Waybill/Telex Release/Original BL (Original BL will be submitted by courier/Post/Other)

Payment Status: Paid via XXXX (payment proof as attached)

Receiver email address: XXXXXX@XXXX (as per list on authorization letter)

QQ

3. For DO release against original BL. Original BL with proper endorsement can be submitted to OOCL via courier service/post.
 - Original BL scanned and email to jktedo@oocl.com , all pages, front & back, in color.
 - Original BL will sent to OOCL Jakarta Office address, Or other OOCL office branches at Indonesia.

PT. OOCL Indonesia

Wisma 46 - Kota BNI 22nd Floor, Suite # 2201

Jl. Jend. Sudirman Kav. 1

Jakarta 10220

Tel: (62 21) 30405151

Attn: OOCL Counter

Subject: OBL: OOLUXXXXXXXXXXXXX (BL Number)

- Customer can check the BL status on cargo tracking, site www.oocl.com

4. Payment

customer process the payment to OOCL Account via electronic banking and submit the payment proof by email.

5. eDO/PIN

- After verification of document & payment, OOCL will send eDO with PIN via email in PDF format to customer after receive feedback from terminal.
- For cargo to JICT, PIN can be ignored.
- eDO release will be served within working hours 08.30 – 17.00, Monday to Friday.

6. Pick up container

- Customer will present eDO (with PIN) to pick up the container at TPKKOJA/CDP
- For cargo to JICT, PIN can be ignored.

7. Invoice

- Invoice will be uploaded on My OOCL Centre or email, and customer can directly print the invoices.
- In case you have not been registered, please to register on this link <http://www.oocl.com/eng/Pages/login.aspx>
- Invoice is generated from our system and should be treated as an original, no signature and stamp.

*eDO temporary cant be served for DO with adjustment (*penyesuaian/HBL*)

should you have any question, please addressed to:

email: jktedo@oocl.com or jktib@oocl.com

Phone: 62 21 30405151