



We take it personally

My OOCL Center

BL Amendment Request

이용 안내

1. SR제출

- www.oocl.com/korea 에서 온라인으로 전송합니다 - [SR 전송 설명서 보기](#)
- 온라인이 아닌 팩스나 이메일로 보내시는 경우 **매뉴얼 DOC FEE 40,000원이 추가**됩니다.
- SR제출 시 컨테이너 번호를 꼭 확인하시고 보내주시기 바랍니다. 컨테이너 번호가 불일치시에는 반드시 입력 전에 통보주시기 바랍니다.

2. 면장 제출

- 세관 EDI를 선사 대행으로 진행하는 경우 수출면장을 오오씨엘 쪽으로 보내주셔야 합니다.
- 반드시 [수출면장템플릿.xlsx](#)에 작성하셔서 KOREL@OOCL.COM으로 보내주시기 바랍니다. (이메일 제목에 **선명, 부킹번호 반드시 기재**)
- 면장에 기재된 수량, 중량과 전송한 SR내의 총 수량, 중량은 반드시 일치 하여야 합니다. 일치되지 않는 경우가 많아 직원들이 상당한 어려움을 겪고 있습니다. 이 점 꼭 상기하셔서 확인 및 정확한 기재를 재차 강조드립니다.
- 세관에 수출면장이 누락되거나 잘못 신고 되는 경우 선적에 문제가 생길 수 있으니 이 점 유의하셔서 차질이 없도록 부탁드립니다.
- 자체전송인 경우에는 [SR 전송 설명서 보기](#) (page 7)을 참조하시기 바랍니다.

3. 비엘 체크 및 수정

- Draft비엘은 생성 후 OOCL.COM에 등록된 이메일로 일괄 전송됩니다. SR전송 후 일정시간동안 비엘을 못 받으시는 경우 연락주시기 바랍니다. 하시거나
- 받으신 비엘을 꼭 확인하시고 수정 사항은 **웹으로 요청**([설명서 보기](#)) 또는 이메일 KORDOC@OOCL.COM로 요청내용을 보내주시기 바랍니다.

4. 인보이스 조회 및 발급

- 인보이스는 통상적으로 **선적일(on-board date기준) 당일**부터 **웹에서 출력**할 수 있습니다. (인보이스 내역 조회는 운임이 생성되면 선적일과 상관없이 언제든지 가능합니다.)
- 웹에서 출력할 수 없는 경우에는 KORDOC@OOCL.COM로 문의하시기 바랍니다.
- 인보이스가 검색이 되지 않거나 운임 내역에 문의가 있는 경우는 담당 영업사원과 먼저 확인 하시기 바랍니다.

5. 송금 및 비엘 발행

- 송금은 아래 계좌로 해주시고 비엘 번호와 함께 이체증을 첨부하여 KORDOC@OOCL.COM으로 보내주시기 바랍니다.
- **Original 비엘** - 사전에 이메일이나 전화로 연락 주시고 방문이나 퀵배송시 아래 주소를 이용하시기 바랍니다.
- **Seaway Bill** - 송금 후 KORDOC@OOCL.COM에 이체증을 첨부하면서 함께 요청하시면 입금 확인 후 이메일로 보내드립니다.

거래 은행	KEB 하나은행(광화문지점)
원화 계좌	118-22-04153-3
US\$ 계좌	118-JSD-101453-0
예금주	(주) 오오씨엘 코리아

(주) 오오씨엘 코리아 서울 중로구 새문안로 5 길 19, 730 호 (당주동, 로얄빌딩 7 층) 우편번호 03173
(주) 오오씨엘 코리아 부산사무소 부산 중구 중앙대로 96 (중앙동, 흙우빌딩 9 층) 우편번호 48939

Schedules ▾ Booking ▾ Verified Gross Mass ▾ **Documentation ▾** Invoices and Payment ▾ Tracking ▾ Reporting ▾ Service Request ▾ Rate and Tariff ▾ Administration ▾

My OOCL Center(MOC) provides a complete set of services for VGM declaration submission

Documentation ▾ Bill of Lading ▾ B/L View and Print

Arrival Notice/Advice Note ▾ History Log

Shipment Folder ▾ B/L Delegation Settings


B/L Delegation Settings Granted by Associates

Sign-up for B/L Print

Order B/L Stationery

1 Documentation>Bill of Lading> B/L View and Print

For user profile modification, please click on the user profile icon.


Quick Links  [Manage](#)

- ▶ [Service Request -> Submit Service Request](#)
- ▶ [Booking -> Templates](#)
- ▶ [Shipping Instructions -> Shipping Instructions Submission](#)
- ▶ [Verified Gross Mass -> VGM Declaration](#)

To Do List(501)

	Reference # ▾	Task Due Date ▾	Status
Document Material Safety Data Sheet Request from OOCL	Booking #:	25 Oct 2018, 10:00 KRT	24 Oct KRT
Document Material Safety Data Sheet Request from OOCL	Booking #:	25 Oct 2018, 10:00 KRT	24 Oct KRT

B/L Search

Please click [Download](#) to download the latest version. If you already have the latest version, please click  or the Print button (for batch printing).

Search by ▲ Collapse

* Required.

Booking or B/L Number

Booking Number:

B/L Number:

All (except drafts) Available Prints

All Sources

2 Enter the Booking Number or B/L Number you want to search for and click 'Search' button

Search Result





Filter by: Tip All Documents All Corporation, city, country

All	B/L Number	Booking Number	Document Type	Status	Received from	Received on	Expires on	Avail Prints	Actions
<input type="checkbox"/>	261	261	Ver 3 Draft Non-Freighted	Viewed	OOCL	19 Oct 2018 KRT	09 Nov 2018 KRT		<input type="button" value="View"/> <input type="button" value="Accept"/> <input type="button" value="Print"/> <input type="button" value="Amendment Request"/>

Revo Delegate Print

3

Click the 'View' button. (you can also use 'Amendment Request' if you want to edit without viewing.)

- Actions**
-  **View:** you can view the detail of B/L
 -  **Accept:** Not available at the moment
 -  **Print:** you can print out directly
 -  **Amendment Request:** you can edit the content of the B/L directly.



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BL Amendment Request(B/L View and Print)



We take it personally

My OOCL Center Contact Us e-Subscription Help

Schedules Booking Verified Gross Mass Documentation Invoices and Payment Tracking Reporting Service Request Rate and Tariff Administration

View B/L

1 of 3 Automatic Zoom

OOCL ORIENT OVERSEAS CONTAINER LINE **PROFORMA - NON NEGOTIABLE** **BILL OF LADING**
(Non Negotiable Unless Consigned to Order)

SHIPPER/EXPORTER (COMPLETE NAME AND ADDRESS) ABC COMPANY TEST		BOOKING NO.	BILL OF LADING NO. OOLU261
CONSIGNEE (COMPLETE NAME AND ADDRESS) XYZ COMPANY TEST		EXPORT REFERENCES CUSTOMS STATUS 18MAEU1379E SC#	
		FORWARDING AGENT-REFERENCES FMC NO.:	
NOTIFY PARTY (COMPLETE NAME AND ADDRESS) (It is agreed that no responsibility shall be attached to the Carrier or its Agents for failure to notify (see Clause 13 on reverse))		POINT AND COUNTRY OF ORIGIN OF GOODS	
PRE-CARRIAGE BY		ALSO NOTIFY PARTY-ROUTING & INSTRUCTIONS	
PLACE OF RECEIPT BUSAN, KOREA	VESEL/VOYAGE/FLAG MAERSK TANJONG 1812	LOADING PIER/TERMINAL	ORIGINALS TO BE RELEASED AT
PORT OF LOADING BUSAN, KOREA	HONG KONG	TYPE OF GOODS FIELD CY/CY	
PLACE OF DELIVERY CIKARANG DRY PORT, ***	PORT OF DISCHARGE JAKARTA, INDONESIA		

(CHECK "HM" COLUMN IF HAZARDOUS MATERIAL) PARTICULARS DECLARED BY SHIPPER BUT NOT BY CARRIER

COPY NON NEGOTIABLE



In View B/L screen, you can go to Editing page using the button 'Amendment Request'. ('Done' button moves it to the previous screen.

Amendment Request Done



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BL Amendment Request(B/L View and Print)



My OOCL Center Contact Us e-Subscription Help

Schedules Booking Verified Gross Mass Documentation Invoices and Payment Tracking Reporting Service Request Rate and Tariff Administration

Amendment Request for Bill of Lading - 261

Depending on the local tariffs, amendment of S/I or B/L may involve additional charges.

Details * Container and Cargo *

* Required.

Carrier: * OOCL

Modify based on the last submitted information? Go
(Submitted on 19 Oct 2018, 14:54 KRT)

Shipper *

Desired Text on B/L: *Tip*

ABC COMPANY
TEST

EORI Number:

Booking Number

Bill of Lading Number

Export References

CUSTOMS STATUS 18MAEU1379E

Consignee *

To Order

Desired Text on B/L: *Tip*

Forwarder

Desired Text on B/L: *Tip*

Other Instructions on the B/L

Remarks on B/L:

Tip send it to test@oocl.com

Tip: We generally upload a draft B/L to the website(oocl.com) after BL amendment. You can check the result in Documentation menu, or, if you want to receive it thru email, provide your email address in 'Remarks on B/L'.

5

There are 2 tabs – 'Details' and 'Container and Cargo'. Edit what you want and Click the 'Validate BL' button.

Cancel

Validate BL

Amendment Request for Bill of Lading - 261

Summary Details

Carrier: OOCL

Shipper ABC COMPANY TEST EORI Number:		Booking Number	Bill of Lading Number
Consignee XYZ COMPANY TEST EORI Number:		Export References CUSTOMS STATUS 18MAEU1379E	
Notify Party XYZ COMPANY TEST EORI Number:		Forwarder EORI Number: FMC Number:	
Pre-Carriage by		Origin of Goods	
Vessel, Voyage & Direction MAERSK TANJONG 1812		Also Notify Party EORI Number: EORI Number:	
Port of Discharge JAKARTA, INDONESIA	Place of Receipt BUSAN, KOREA	Loading Pier/Terminal	
	Port of Load BUSAN, KOREA	Traffic Mode FCL/FCL	
	Final Destination CIKARANG DRY PORT, ***		

6

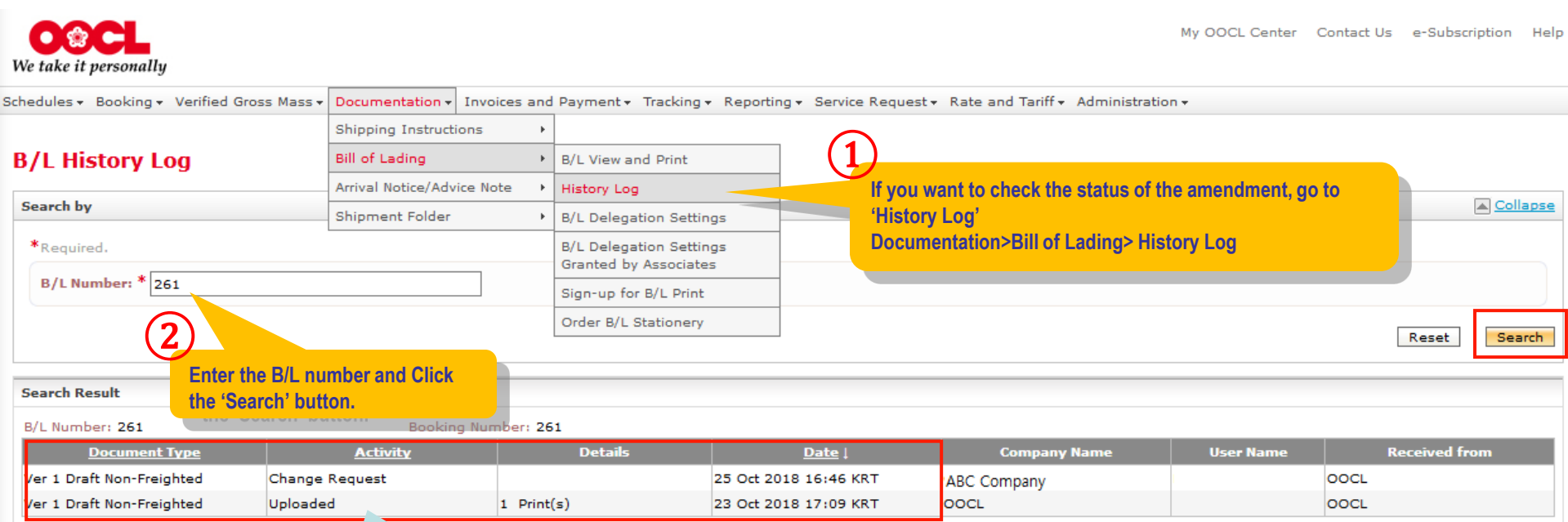
If the required fields are all entered, it will show 'Summary Detail' screen. (Check the required fields once again if the screen stays in place)

For the last step, click the 'Submit Amendment Request' button. To cancel it, click the 'Cancel' button. To return to editing screen, click the 'Modify' button.

The screenshot displays the OOCL web interface. At the top left is the OOCL logo and tagline 'We take it personally'. A navigation bar contains the following menu items: Schedules, Booking, Verified Gross Mass, Documentation, Invoices and Payment, and Tracking. The main content area features a heading 'Bill of Lading Modified' in red and green text. Below this is a light blue message box containing the text: 'Your BL amendment request is received by OOCL.' At the bottom right of the message box is a yellow 'Done' button.

Your request is done. OOCL will amend the B/L as you submitted and upload a draft soon. (pls refer to page 7)

BL Amendment Request(History Log)



B/L History Log

Search by

*Required.

B/L Number: * 261

Documentation

- Shipping Instructions
- Bill of Lading
- Arrival Notice/Advice Note
- Shipment Folder

B/L View and Print

History Log

B/L Delegation Settings

B/L Delegation Settings Granted by Associates

Sign-up for B/L Print

Order B/L Stationery

Reset Search

Search Result

B/L Number: 261 Booking Number: 261

Document Type	Activity	Details	Date ↓	Company Name	User Name	Received from
Ver 1 Draft Non-Freighted	Change Request		25 Oct 2018 16:46 KRT	ABC Company		OOCL
Ver 1 Draft Non-Freighted	Uploaded	1 Print(s)	23 Oct 2018 17:09 KRT	OOCL		OOCL

1

If you want to check the status of the amendment, go to 'History Log'
Documentation>Bill of Lading> History Log

2

Enter the B/L number and Click the 'Search' button.

Change Request : your request is submitted.
Uploaded : OOCL complete your request.

Getting Help

- ❖ **Any questions or queries, do not hesitate to contact us.**



GPIT
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