

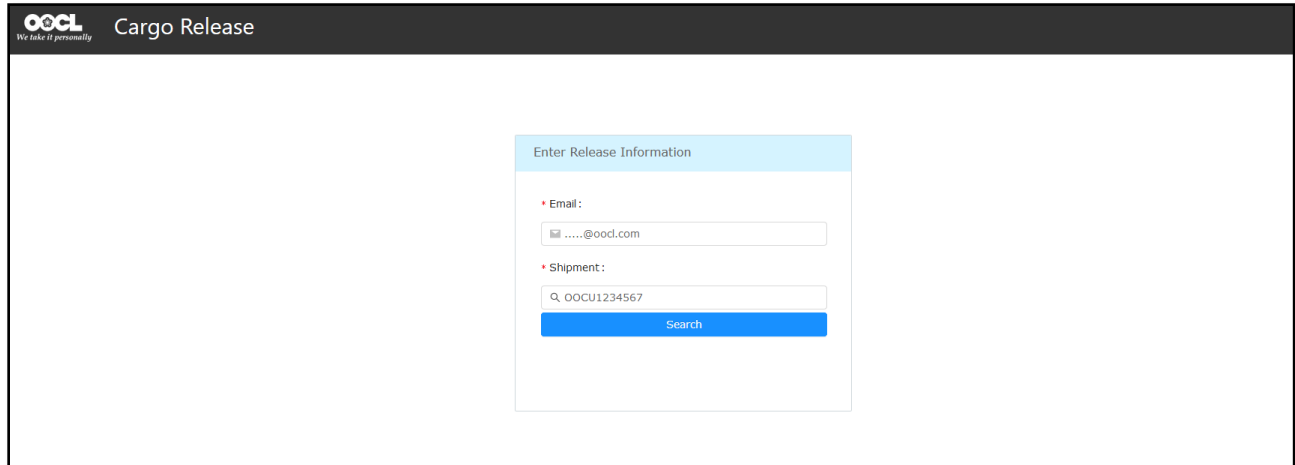
## Container Management Portal – A Guide

Please find a brief guide to our new container management portal we hope you will find useful.

- 1) [Logging in](#)
- 2) [Shipment Information](#)
- 3) [Merchant haulage requests](#)
- 4) [Release to Agent](#)
- 5) [Booking a Delivery](#)
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## 1. Logging in

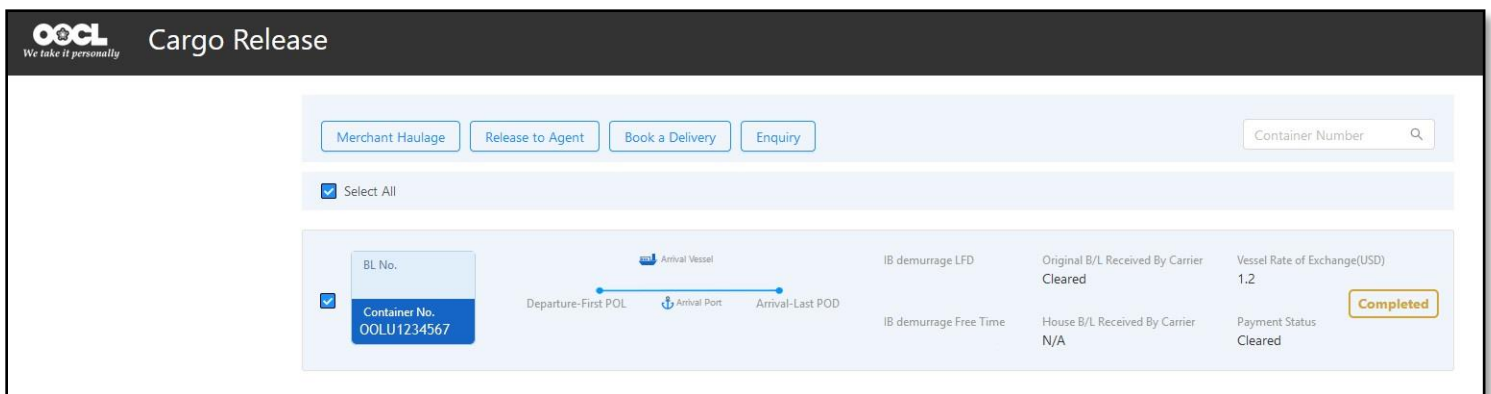
- To use, you just need to put in your email address and container or bill number.
- Please do not use the 'OOLU' prefix in front of your bill of lading number.
- You need to be the consignee on the bill of lading or an approved agent to access.



## 2. Shipment information

The first page you see will show your shipment information, including:

- Vessel ETA
- Demurrage Last Free Day (LFD)
- Demurrage free time
- Outstanding items
- Rate of exchange

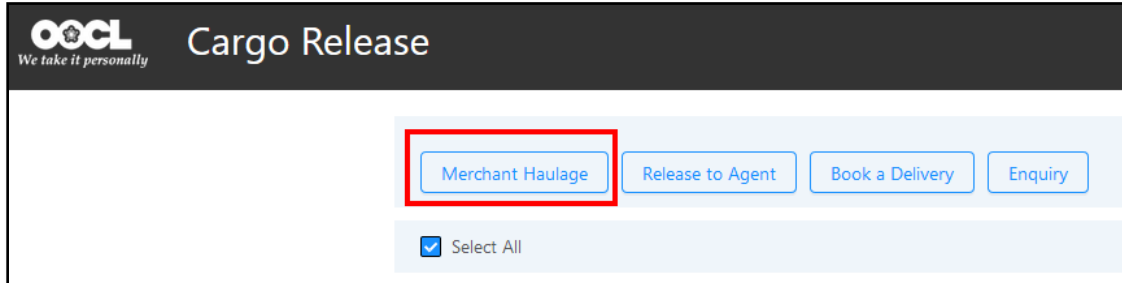


BL No.	Container No.	Arrival Vessel	IB demurrage LFD	Original B/L Received By Carrier	Vessel Rate of Exchange(USD)
OOLU1234567	OOLU1234567	Departure-First POL   Arrival Port   Arrival-Last POD	IB demurrage Free Time	House B/L Received By Carrier	Payment Status
				N/A	Cleared

### 3. Merchant haulage requests

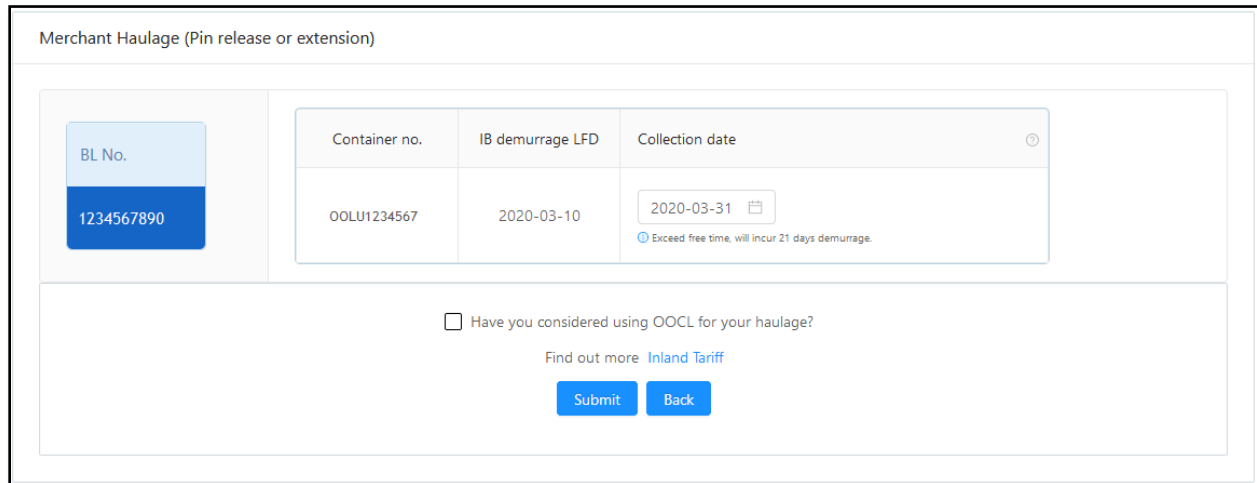
PIN request for merchant haulage; please click 'Merchant Haulage' at the top of the page and then enter your collection date.

Your PIN expiry date will be your last free day, to extend this please type over.




OOCL We take it personally **Cargo Release**

Select All



Merchant Haulage (Pin release or extension)

BL No. 1234567890	Container no. OOLU1234567	IB demurrage LFD 2020-03-10	Collection date 2020-03-31  <small><input type="checkbox"/> Exceed free time, will incur 21 days demurrage.</small>
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Have you considered using OOCL for your haulage?

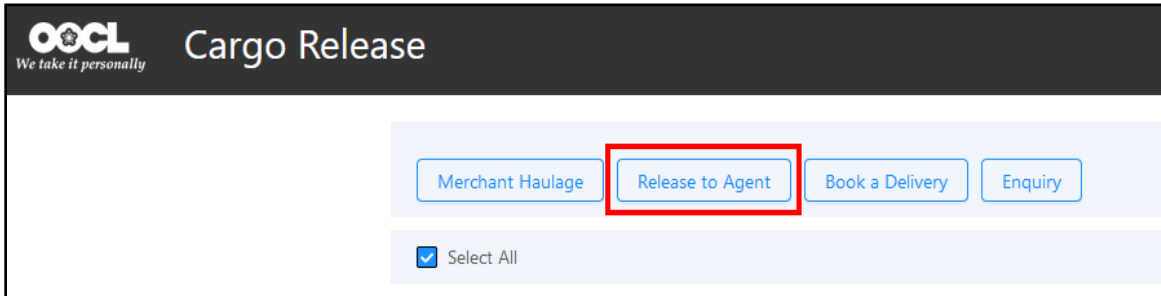
[Find out more](#) [Inland Tariff](#)

#### 4. Release to Agent

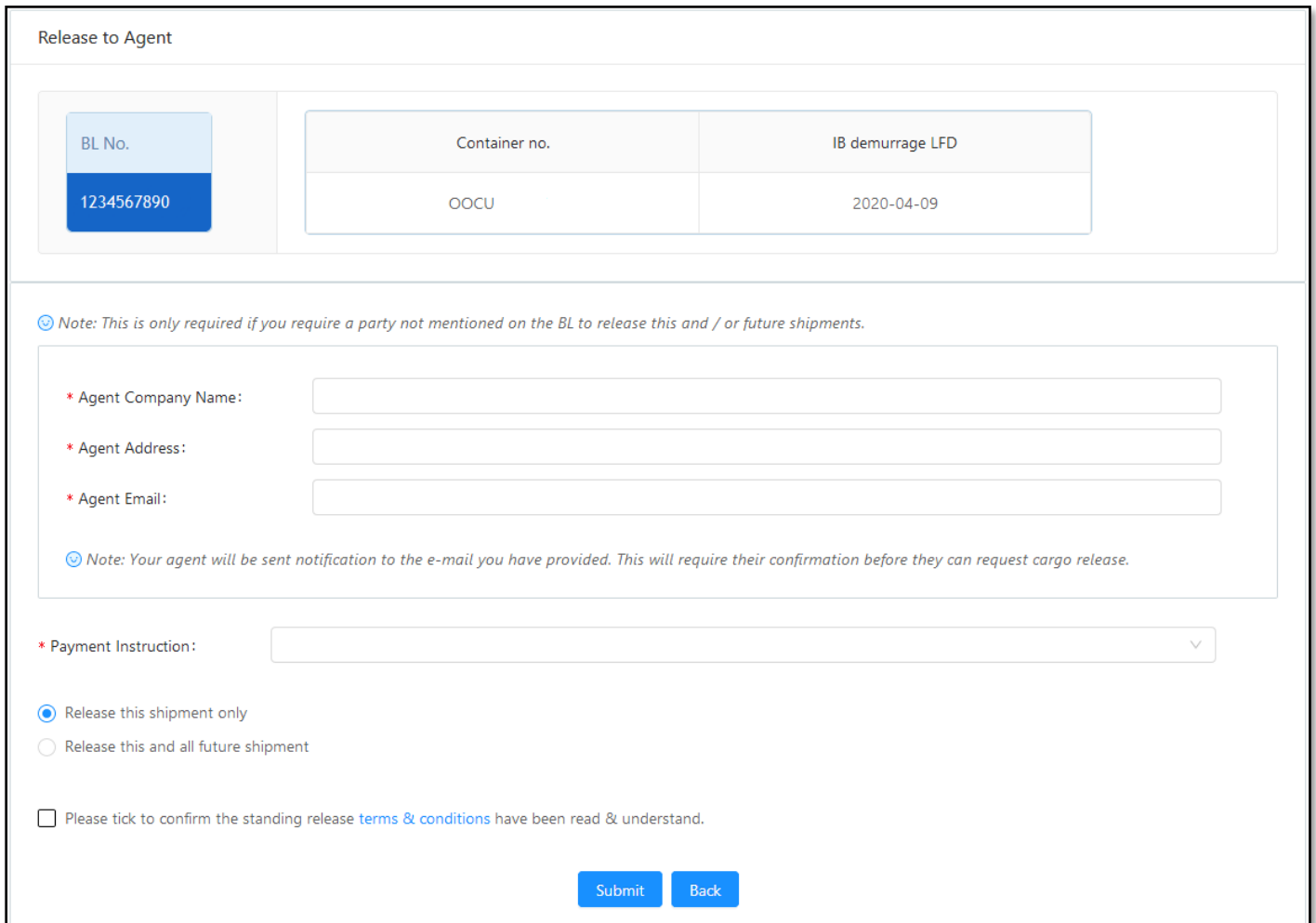
To release to your agent, please click on 'Release to Agent'. You will then need to enter your agent's details and click submit.

You can select who is paying charges and if you would like to release all your further inbound shipments to this same agent.

An email will be sent to yourself and your agent. **Both you and your agent need to click the confirmation link in your email, otherwise we will not receive your request.**



The screenshot shows the OOCL Cargo Release interface. At the top left is the OOCL logo with the tagline "We take it personally". The main heading is "Cargo Release". Below this, there are four buttons: "Merchant Haulage", "Release to Agent" (highlighted with a red box), "Book a Delivery", and "Enquiry". At the bottom of this section, there is a checked checkbox labeled "Select All".



The screenshot shows the "Release to Agent" form. At the top left, it says "Release to Agent". Below this, there is a table with the following information:

BL No.	Container no.	IB demurrage LFD
1234567890	OOOU	2020-04-09

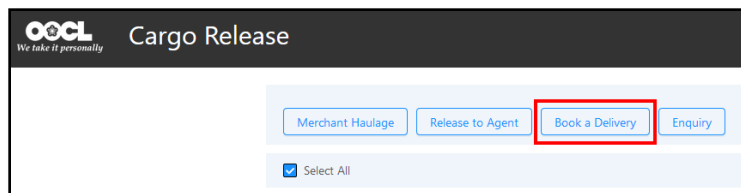
Below the table, there is a note: "Note: This is only required if you require a party not mentioned on the BL to release this and / or future shipments." Below this note, there are three input fields for "Agent Company Name", "Agent Address", and "Agent Email". Below these fields, there is another note: "Note: Your agent will be sent notification to the e-mail you have provided. This will require their confirmation before they can request cargo release." Below this note, there is a dropdown menu for "Payment Instruction". Below the dropdown menu, there are two radio buttons: "Release this shipment only" (selected) and "Release this and all future shipment". Below the radio buttons, there is a checkbox labeled "Please tick to confirm the standing release terms & conditions have been read & understand." At the bottom of the form, there are two buttons: "Submit" and "Back".

## 5. Booking a delivery

Please select 'Book a Delivery'. Please check our haulage availability and then you can enter your delivery date and time, and search for your address by entering the postcode.

If your delivery address is not already in our system, please scroll to the bottom of the list of addresses and select 'Others' to input your own address with free text.

You will receive a confirmation email; **please ensure you click the link in the confirmation email, or your delivery request will not go through to us.**



OOCL Cargo Release

Merchant Haulage Release to Agent **Book a Delivery** Enquiry

Select All

\* Delivery Address: IP10 ONE

\* Your Contact Number:

Remarks ⓘ:

Brinor International Shipping & Forwarding Ltd, Levington Park, Bridge Road, Levington, Ipswich, Suffolk

Fw Terminals Ltd, Ood House, Bridge Road, Levington, Ipswich, Suffolk

Levington Research Station, Bridge Road, Levington, Ipswich, Suffolk

O O C L, Ood House, Bridge Road, Levington, Ipswich, Suffolk

Scotts Miracle-Gro Ltd, Levington Research Station, Bridge Road, Levington, Ipswich, Suffolk

**Others**

BL No.  
1234567890

Container no.	IB demurrage LFD	Delivery Date and Time *	DTQ
OOOU	2020-04-09	Select Date  Select time	

Note: Before selecting please consider your last free day and check [haulage availability](#).

Shipment Requirements:

Standard delivery

Genset required

Special equipment

Drop and collect

Others

\* Full Delivery Company Name: OOCL UK

\* Delivery Address: O O C L, Ood House, Bridge Road, Levington, Ipswich, Suffolk

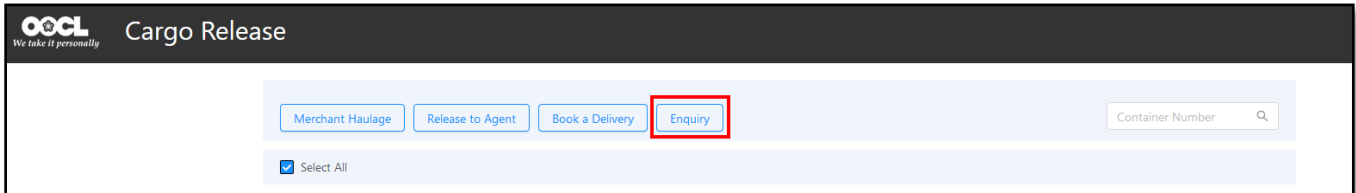
O O C L  
Ood House  
Bridge Road  
Levington  
Ipswich  
Suffolk  
IP10 ONE

\* Your Contact Number:

Contact Number is required!

## 6. Enquiry function

Please use this function to **cancel or amend a delivery**, or for any other enquiries. Please note we are constantly updating and improving our portal, so please keep an eye out for an updated guide being sent out to notify you of these improvements.



Enquiry

<p>BL No.</p> <p>1234567890</p>	<p>Container no.</p> <p>OOCU</p>	<p>IB demurrage LFD</p> <p>2020-04-09</p>
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\* Your Name:

\* Contact Number:

\* Enquiry Type:

Remarks:

- Haulage Status Request
- Haulage Cancellation
- Haulage Amendment
- Merchant Haulage General
- Release to Agent Amendment or Cancellation
- Misc

Thank you for using our container management portal – if you have any questions or feedback to give, please get in touch our Import team:

[UKIMPORT@oocl.com](mailto:UKIMPORT@oocl.com)

01473 654431

OOCL Import Customer Service