



Papua New Guinea Customs Service

How to Add, Delete or Modify Container details on a SAD

The following 'Functional Note' provides registered users of the ASYCUDA World (AW) system with the information necessary to enable them to add, delete or modify container details on a SAD.

How to Add a container on a SAD

This can be done in 2 ways:

First Method

1. Adding A Container Manually.

- a) In order to add a container on a SAD, ensure that **Box 19** is ticked to have the **Container Tab** available at the bottom screen of the SAD

ERUOTRANS PRC LTD PO BOX 1116, WATERFRONT, POM. NCD PORTION 2437 JACKSONS PRD, 7 MILE			16 Country of origin Australia
18 Identity and nationality (Vessel / Flight) at arrival QRF		19 Ctr. <input checked="" type="checkbox"/>	20 Delivery terms CIF Port Moresby
21 Date of arrival (Vessel / Flight)			22 Currency & total amount USD
25 Mode transport 4 at border	26 Inland mode Transport	27 Place of discharge PGPOM Port Moresby	28 Financial and bank Terms of payment
S.A.D. Val. Note Asmt. Notice Info. Page Att. Doc. Scan. Doc. ASW Scan. Doc.			Containers

Otherwise, the **Container Tab** will not be available at the bottom screen of the SAD

PORTION 2437 JACKSONS PRD, 7 MILE			Australia
18 Identity and nationality (Vessel / Flight) at arrival QRF		19 Ctr. <input type="checkbox"/>	20 Delivery terms CIF Port Moresby
21 Date of arrival (Vessel / Flight)			22 Currency & total amount USD
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S.A.D. Val. Note Asmt. Notice Info. Page Att. Doc. Scan. Doc. ASW Scan. Doc.			<input type="text"/>

- b) Fill in the screen with the **item number** to which the container is related to, as follows:

ITEM NUMBER to which the Container is related to

↓

Item	Container No.	Nbr. of pck.	Package type	Type	E/F	Goods	Empty weight	Goods weight
<input type="text"/>		250	4H					150.000

Item	Container No.	Nbr. of pck.	Package type	Type	E/F	Goods	Empty weight	Goods weight

Automatically, the system will display the information related to the item number, including the number of packages, the package type, the goods and their weight already filled on the SAD.



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Item	Container No.	Nbr. of pck.	Package type	Type	E/F	Goods	Empty weight	Goods weight
1		250	4H			BOOKS		150.000

itm	Container No.	Nbr. of pck.	Package type	Type	E/F	Goods	Empty weight	Goods weight
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c) Complete the container screen with the information related to the container itself, i.e. the container No., the type (choose from the drop-down menu), the 'Empty/Full' indicator (choose from the drop down menu) and 'Empty weight' (optional)

i. Container No.

Item	Container No.
1	AWCU01

itm	Container No.
-----	---------------

ii. Type

Type	E/F	Goods	Emp
		BOOKS	
10G1		10' Dry Container	
20B0		20' Bulk	
20B1		20' Bulk	
20B3		20' Bulk	
20B4		20' Bulk	
20B5		20' Bulk	
20B6		20' Bulk	
20G0		20' GENERAL PURPOSE CONTAINER	

iii. Empty/Full Indicator

E/F	Goods	Empty weight	Goods weight
	BOOKS		
ETY	Empty Cargo Load		
FCL	Full Cargo Load		
LCL	Loose Cargo Load		
PRT	Full Cargo Load - Partial FCL/PART		



d) When completed, click on the  icon on the left-hand side of the container screen to ADD

Item	Container No.	Nbr. of pck.	Package type	Type	E/F	Goods	Empty weight	Goods weight
1	AWCU01	250	4H	20B1	FCL	BOOKS		150.000

itm	Container No.	Nbr. of pck.	Package type	Type	E/F	Goods	Empty weight	Goods weight
-----	---------------	--------------	--------------	------	-----	-------	--------------	--------------

This will allow the container to appear in the list of containers



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Item	Container No.	Nbr. of pck.	Package type	Type	E/F	Goods	Empty weight	Goods weight
1	AWCU01	250	4H	20B1	FCL	BOOKS		150.000

e) Repeat this information for as many time as containers need to be added

Second Method

2. Adding a Container using the **Container Wizard (CW)**

a) Go to click on box in Box 19, then go to the **Container Tab** as shown below.

EMOTRANS PNG LTD
PO BOX 1116, WATERFRONT, POM. NCD
PORTION 2437 JACKSONS PRD, 7 MILE

16 Country of origin
Australia

18 Identity and nationality (Vessel / Flight) at arrival
QRF

19 Ctr.

20 Delivery terms
CIF Port Mores

21 Date of arrival (Vessel / Flight)

22 Currency & total a
USD

25 Mode transport
4 at border

26 Inland mode
Transport

27 Place of discharge
PGPOM Port Moresby

28 Financial and bank
Terms of payment

S.A.D. Val. Note Asmt. Notice Info. Page Att. Doc. Scan. Doc. ASW Scan. Doc. **Containers**

b) In the Container segment, click on the Item field, then press **F3** on your keyboard.

Item	Container No.	Nbr. of pck.	Package type	Type	E/F	Goods	Empty weight	Goods weight
<input type="text"/>	PRESS F3							

After you hit the **F3** key, a new window, Container Wizard (CW) will be displayed.

ASYCUDA World

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AFD01

List of items
Empty, please select bol

List of selected containers
Empty

No. Type E/F Empty wgt. Nbr. of pck. Pck. type Goods Goods weight

10G1 ETY 2,000 CT Books 1,000



- c) From the CW:
- Click on the binder on the Bill
 - Select the Container
 - Select the Item
 - Adjust number of package, weight from the item part if they should be split among more than one container
 - Select the Green Tab to add the Container
 - Save to Add

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AFD01

AFDCN01

click Binder

click Container (Note: Container name will be displayed)

List of items

All items

Item 1

click and select the Item that has the container

List of selected containers

AFDCN01

click on the Green Tab to add the container. The name should appear automatically

No.	Type	E/F	Empty wgt.	Nbr. of pck.	Pck. type	Goods	Goods weight
AFDCN01	10G1	ETY		2,000	CT	Books	1,000

notice that all the container details will be displayed

click here to SAVE. This will close this window & open the Container Tab

all items details will also be displayed. Note: For one or more items in a container the number Nbr of pck, Pck. type and Goods weight should be added separately in the Item Section - List of Items

- d) The Container details will be automatically display in the container list.

Item	Container No.	Nbr. of pck.	Package type	Type	E/F	Goods	Empty weight	Goods weight
1	AFDCN01	2,000	CT	20G0	FCL	Books		1,000.000

all container details are displayed

How to Delete a container on a SAD

This is done as follows:

1. Once the container appears in the container list, highlight the container to be deleted. it will appear dark blue

Item	Container No.	Nbr. of pck.	Package type	Type	E/F	Goods	Empty weight	Goods weight
1	AWCU01	250	4H	20B1	FCL	BOOKS		150.000

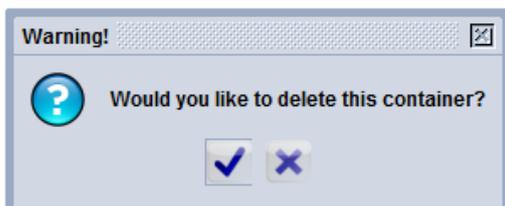
2. Right click and choose **Delete container**

Item	Container No.	Nbr. of pck.	Package type	Type	E/F	Goods	Empty weight	Goods weight
1	AWCU01	250	4H	20B1	FCL	BOOKS		150.000

Delete container
 Modify

3. Click  on the Warning screen if you want to delete the container

Conversely, click  on the Warning screen if you don't want to delete the container



4. By confirming the deletion of a container, the system will simply remove all details regarding the container

Item	Container No.	Nbr. of pck.	Package type	Type	E/F	Goods	Empty weight	Goods weight
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5. Repeat this information for as many time as containers need to be deleted



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How to Modify the Container details on a SAD

This is done as follows:

1. Once the container appears in the container list, highlight the container to be modified; it will appear dark blue

Item	Container No.	Nbr. of pck.	Package type	Type	E/F	Goods	Empty weight	Goods weight
1	AWCU01	250	4H	20B1	FCL	BOOKS		150.000

2. Right click and choose **Modify**

Item	Container No.	Nbr. of pck.	Package type	Type	E/F	Goods	Empty weight	Goods weight
1	AWCU01	250	4H	20B1	FCL	BOOKS		150.000

Context menu options: Delete container, **Modify**

The container details are put back on the container screen

Item	Container No.	Nbr. of pck.	Package type	Type	E/F	Goods	Empty weight	Goods weight
1	AWCU01	250	4H	20B1	FCL	BOOKS	0.000	150.000

3. Update whatever information needs to be modified

Item	Container No.	Nbr. of pck.	Package type	Type	E/F	Goods	Empty weight	Goods weight
1	AWCU01	250	4H	10G1	LCL	BOOKS	0.000	150.000

4. Click on the  icon on the left-hand side of the container screen to have the updated container details appearing.

Item	Container No.	Nbr. of pck.	Package type	Type	E/F	Goods	Empty weight	Goods weight
1	AWCU01	250	4H	10G1	LCL	BOOKS	0.000	150.000