

Mainland China and Hongkong SI Rules & EASI Guidebook



Hapag-Lloyd

Attention for EASI rules: (All ESI including INTTRA, CARGO SMART, etc)

DG Shipment SI

- DG and Non-DG cargo item should be separate and not allow to combine into one cargo item.
- SI DG cargo items' data (piece count / weight / descriptions / UN NO. / CLASS/ Emergency contact, etc) information should be the same as the booking DG record, if case not match, please amend the booking DG data first, then to submit your SI to us.
- We do not accept to amend the booking DG record after SI submitted, any offload related to above incorrect data issue will be under customer's responsibilities.

TP Trade HB issue

- If Non-self filer customers need HAPAG to assist on submitting HBL AMS filing, please put the detailed actual shipper/consignee/notify information in the ESI remark area.

Prohibited Wordings

- Bill of Lading is not allow below wordings:
 - **S.T.C or Said to contains // Clean on Board // any cargo value and currency information**
- Please remove such kind of information before sending SI, or any related amendment after SI submitted, the amendment fee will be charged.

Attention for EASI rules: (All ESI including INTTRA, CARGO SMART, etc)

TP trade guideline

- For the self-filer customers which submitted HBL AMS and ACI (Emanifest) by themselves, please provide SCAC code and ACI code in your SI remark, this is mandatory information.
- If customer fails to provide such information, resulted wrong customs filing type issues, it would be under customer's responsibilities.

SGF charges rules:

- SGF (Shipping Guarantee Fee) will be defaulted as prepaid, if customer wants the charge as collect, they should remark below wordings in the ESI remark:
 - **SGF collect (if consignee reject to pay, booking party will pay.)**

Destination Agents Issues:

- Bill of lading will not show destination agent as defaulted rules, if customer need to show the destination agent, please do the remark in SI:
 - **SHOW DESTINATION AGENT**

Attention for EASI rules: (All ESI including INTTRA, CARGO SMART, etc)

Information Completeness:

- For the SI data, SHIPPER/CONSIGNEE/NOTIFY should provide the complete and full information, including: company name / full address / emails / telephone numbers / TAX ID / Postal code, etc.
- HS code / piece count / package unit / weight / volume are all very important, mandatory information
- It would be under customer's responsibilities, if any offload & BL incompletes due to missing information in the SI.

Bill of Lading Number Issues:

- Booking confirmation will normally provide one BL number.
- If customer would like to issue multiple BLs for one booking, please inform CHINA SERVICE booking team to offer additional BL number.
- After getting the multiple BL number's booking confirmation, then to provide your SI by using the correct BL number.
- One BL number is not allow to use in multiple SI.
- For ESI, please put the B/L number in the B/L number field, do not put it in SI remark or description, if you have indicated B/L number for the ESI.

Attentions: All BL number under the cancelled bookings, could not be used in any other SI or bookings, please verify the BL number if it is under the cancel bookings before submitting your SI to us.

Attention for EASI rules: (All ESI including INTTRA, CARGO SMART, etc)

SI REMARK ISSUES:

If you have special requirements for the BL issue, please put the requirements in the SI remark, such as:

- ❖ Show freights on BL (Please clearly mentions what charges you need to show on BL & what charges you do not want to show on B/L.)
- ❖ Show Total Packages / Weights / CBM (BL will not auto shown the total record, customer should indicate if they need to show total)
- ❖ Issue OBL at Destination
- ❖ HS code not show on BL (this requirement should according to the destination regulations)
- ❖ Prepaid payer's full information (company name / full address / telephone) or the Payer code
- ❖ Local charge / Sea Freights / Destination charges – special payment terms issue (collect or prepaid or 3rd party payer or Elsewhere).

Attentions: For customer's special invoice currency issue in remark will not be accepted any longer, we would base on the system's invoice currency defaults.

Attention for EASI rules: (All ESI including INTTRA, CARGO SMART, etc)

Vessel Certificate Issue:

On B/L, only accept to show vessel name / voyage information, for other vessel related information cannot be shown on BL, should be issued under vessel certificate.

One off SI

- HL only accept one-off SI, any updates or adjustment after the SI submitted to us, will be as amendment issue, and subject to amendment fee.

SOC SI: (Tare weight could not be as Gross weight)

- SOC (shipper own container) → customer should provide every SOC tare weight in the cargo descriptions.
- SOC empty container → for each empty container should provide as: 1 packages // gross weight: 1 KGS / CBM: actual container CBM, and cargo descriptions as “SOC empty container” and provide the “tare weight”.

HPL EASI SOP

Click the "LOG IN" button on the top-right side in the Hapag Lloyd web

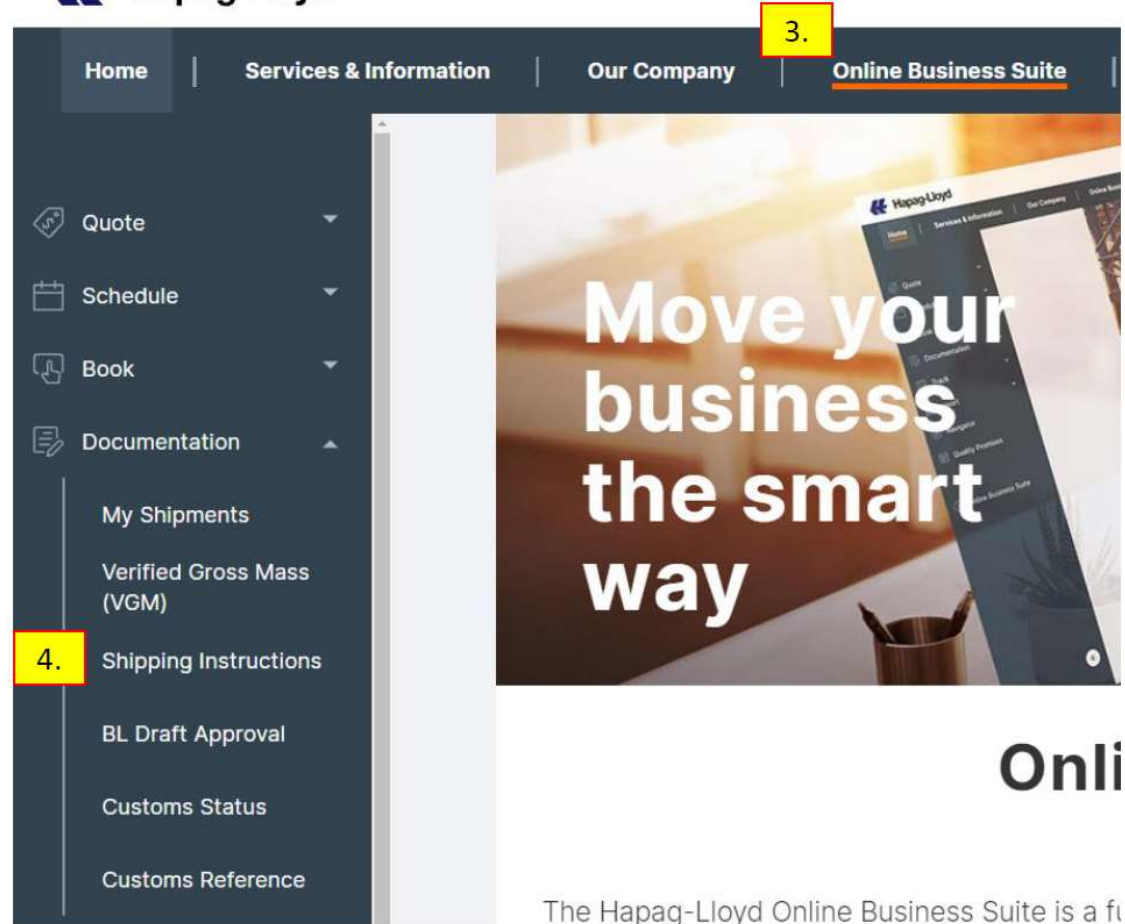
The screenshot displays the Hapag-Lloyd website interface. At the top right, there is a navigation bar with the text "We're hiring!" and a prominent orange "Log in" button. An orange arrow points from the text above to this button. The main content area features a large banner with the text "The easy way to avoid emissions" and a "Learn more" button. Below the banner, the Hapag-Lloyd logo is visible, followed by the headline "We make Global Trade happen". The page includes several functional sections: "Schedules" with "From" and "To" location input fields and a "Find" button; "Tracking" with an input field for "Container-/ Booking- or B/L-Number" and a "Track" button; "Quick Quotes" with a "Get a Quote" button; and "Quick Quotes Spot" with a "Get Spot Quote" button. A dark sidebar on the left contains a menu with items like "Quote", "Schedule", "Book", "Documentation", "Track", "Import", "Navigator", and "Quality Promises". A vertical "Feedback" button is located on the right side of the page.

1. Key in account information

2. Key in Password

3. Click “Log in”

The screenshot shows the Hapag-Lloyd website's login interface. At the top right, there is a "We're hiring!" link and an "EN" language selector. The main navigation bar includes "Home", "Services & Information", "Our Company", and "Online Business Suite". A dark sidebar on the left contains a menu with items: "Quote", "Schedule", "Book", "Documentation", "Track", "Import", "Navigator", and "Quality Promises". The central content area features a "Please Log in" form with three numbered callouts: 1. "E-mail Address" pointing to the first input field; 2. "Password" pointing to the second input field, with a "Forgot your password?" link to its right; 3. "Log in" pointing to the orange "Log in" button. Below the button are links for "Not yet registered?" and "Hapag-Lloyd employee? Log in here". A vertical scrollbar on the right side of the page is marked with numbers 5, 6, 7, 8, and 9.



- 3. Click: Online Business
- 4. Click: Shipping Instructions

5. Insert Booking Number → Click “Find” button

6. Click: Download New Form

Home | Services & Information | Our Company | **Online Business Suite** | EN

Documentation | Shipping Instructions | **About this app**

Shipping Instructions | eaSI Templates

Electronic-Advanced Shipping Instructions: eaSI online

Search for a specific booking by inserting a booking number or list all your relevant bookings directly by simply pressing FIND.

Please open your document with the **Adobe Reader version "DC 2022.003.20282"** or above to ensure a successful processing of your shipping instruction. **If you face errors with not being allowed to edit the PDF, please use the link above to download the newest version from Adobe!**

Important Note: By default your browser tries to open the PDF with a plug-in. Those plug-ins do not support the feature or the eaSI form. **Please see our User Guide for further information.**

Booking No. **5** Find Clear

Booking No.	Customer Reference	Vessel Departure	Document Closure	Vessels	Port of Discharge, End of Transport	No. of Shipping Instructions (received at Hapag-Lloyd)	No. of Drafts
68932507	XULI TEST	2024-02-29	2024-02-28	KUALA LUMPUR EXPRESS	ROTTERDAM	0	0

6 Download New Form Shipping Instruction Details Shipment Details webVGM Customs References Customs

Feedback

eaSI electronic-advanced Shipping Instruction

Send Form Save as Draft Save as Template Import Template

Sender's Name: _____

Shipper: _____

Consignee: To Order


Notify Address: _____

Vessel(s): _____ Voyage No.: _____

Port of Loading: _____

Port of Discharge: _____

Please select: _____

Carrier: 

Shipment No.: _____ B/L No.: _____ Page: 7

Shipper's Export Reference: _____

Forwarding Agent Address: _____

Consignee's Reference: _____

Place of Receipt: _____

Place of Delivery: _____

See second page for additional Notify Addresses and Remarks.
Please find all Container and Cargo Details on the following page(s).

Movement Type: **FCL/FCL** Total Number of Containers: _____ Total Number of Cargoes (calculated): _____

AMS/ACI Self-Filter: AMS SCAC/ACI No.: _____ Shipper Tax ID: _____ Consignee Tax ID: _____ Notify Tax ID: _____

Brazil Tax ID: _____ BR DU-E BR RUC **Brazil DUCI Reference Number:** _____



For the Download EASI form, need to save the PDF to your desktop and use Adobe Acrobat Reader to open. (Adobe should be the latest version)

Defaulted File name:
shipping-instruction-online.pdf



File name: **shipping-instruction-online**

Save as type: Adobe Acrobat Document

Open the PDF in Adobe, If you could not edit, please click “ENABLE ALL FEATURES” on the right side, then PDF edit page could be used.

文件来源于存在潜在危险的位置，大部分功能已停用以避免潜在的安全性风险。

启用所有功能


eaSI electronic-advanced Shipping Instruction

Send Form Save as Draft Save as Template Import Template

Sender's Name:

Shipper:

Please select:

Carrier: 

Shipment No.: B/L No.: Page: /

Shipper's Export Reference:

- 导出 PDF
- 创建 PDF
- 编辑 PDF
- 注释
- 填写和签名
- 更多工具

90131994 B-L EU S.1 1.6. - Adobe Acrobat Reader (32-bit)

File Edit View Sign Window Help

Home Tools 90131994 B-L EU S.... x

Protected View: This file originated from a potentially unsafe location, and most features have been disabled to avoid potential security risks.

Enable All Features

The document you are trying to load requires Adobe Reader 8 or higher. You may not have the Adobe Reader installed or your viewing environment may not be properly configured to use Adobe Reader.

For information on how to install Adobe Reader and configure your viewing environment please see http://www.adobe.com/go/pdf_forms_configure.

- Search tools
- Comment
- Request E-signatures
- Fill & Sign
- More Tools

Edit page Items:

- B/L number** (If Booking confirmation already provided BL numbers, please click here to select the BL numbers.) → If no BL number can be selected, please inform China service --- **Do not accept to indicate the BL number in the remark, all BL number should be selected in this area.**

2.~ 4. Shipper + CNEE + Notify

(Please provide fully details: company name / full address / email / telephone, etc [Maximum 5 lines, if details or than 5 lines, please use **to the cargo description for the exceeded parts); If more than one Notify Party, please click the Add more button in the Notify area for other notify party insert ---- **Attention: Detailed and fully information is a must.**

- Vessel/Voyage** (this information will be shown on EASI form directly according to the booking information in system. – **Attention: If the 1st loader is a feeder, then we would just issue feeder B/L, no connecting M/V will be shown. (except for OBL, but customer should indicate in the SI remark: SHOW M/V INFORMATION, if they issue OBL at POL)**

eaSI electronic-advanced Shipping Instruction

Sender's Name:

Shipper:

Consignee: To Order

Notify Address: Add more

Vessel(s): ZHONG HANG 927 CMA CGM VELA

Voyage No.: 240131A OPPIQE1MA

Port of Loading:

Carrier: Hapag-Lloyd

Shipment No.: 12481946

B/L No.: create New

Shipper's Export R: HLCUSZX2401ARNIS

Forwarding Agent Address:

Consignee's Reference:

Place of Receipt:

Place of Delivery:

1. **POL+POD** (will be shown directly according to booking details)

2. **Freight Payable Issue:**
Freight Payable at
Origin (POL)= O/F prepaid
Destination (POD/PLD) = O/F collect
Elsewhere = Elsewhere payment (provide elsewhere payer full details and with elsewhere payment LOI to doc center)

3. **~5. Charges issues** (If any special payment terms issue for O/F and other charges, Please do options **in set charges to** area →
All Prepaid = all charges will prepaid at POL
All Collect = all charges will collect at POD
Individually = Separate issues → according to the charge item for selecting → prepaid or collect

6. **B/L type** (Original) = Original BL
(SWB) = SW BL

(**Attention:** If need RAD (RELEASE AT DESTINATION or TELEX RELEASE , Please select: Original and insert the needed BL issue in the remark)

7. **AMS/ACI Self-filer:** **DO NOT** insert any SCAC CODE or ACI code in the area, please provide the code in remark.

Port of Loading:	QINGDAO		
Port of Discharge:	1		
	ANTWERP		

Please find all Container and Cargo Details on the following page(s).

Movement Type:	Total Number of Containers:	Total Number of Cargoes (calculated):			
FCL/FCL	1	1			
AMS/ACI Self-Filer:	Shipper Tax ID:	Consignee Tax ID:	Notify Tax ID:		
<input type="checkbox"/> 7					
Brazil Tax ID:			<input type="radio"/> BR DU-E <input type="radio"/> BR RUC		
Freight Payable At:	2	Invoice Reference:			
Set Charges to:			4		5
<input type="radio"/> All Prepaid <input type="radio"/> All Collect <input checked="" type="radio"/> individually					
Origin Port Charge	3	Sea Freight + Additional	<input type="radio"/> Prepaid <input type="radio"/> Collect	Destination Port Charge	<input type="radio"/> Prepaid <input type="radio"/> Collect
	<input type="radio"/> Prepaid <input type="radio"/> Collect				
Document Type:	Number of Freighted		Number of Unfreighted		
Sea Waybill	Original Bs/L.:	No. of Copies:	Original Bs/L.:	No. of Copies:	
6					
Send me the Sea Waybill of Lading via (OBL may only use Post / Self-Collector):					
<input checked="" type="radio"/> E-Mail <input type="radio"/> Post					
<input type="radio"/> Download <input type="radio"/> Self-Collector					

- Remark**– Items in this area will not be shown on BL, only for special indication needed, for example:
 - show freight on BL
 - Issue OBL at Destination
 - Telex Release
 - local charge / O/F charge payment request
 - Prepaid charges payer or providing PAYER CODE.
 - HS CODE should be provided - [if do not show HS code on BL please indicated there (subject to country requirement issues for HS code related)]

Receiver E-Mail Address of Final B/L:

2

Remarks (for Information only to HLAG i.e. will NOT be shown on the B/L):

1

[Add more](#)

Version: 0.8 EASI0102.xdp/154.xdp



For Verified Gross Mass(VGM) submission please use our [Online Business](#). Any VGM information in this document will be ignored.

- B/L receiver** – This place insert email address for receiving BL draft

- Container number** – System will auto shown the container number under this booking

- Marks**– Marks should not over 99 lines

- Seal number**– System will auto shown according the booking record, please update if found the number is not correct.

- Number of Packages**

- Package unit**– If package as “Pallets”, Please insert inner packages unit as: xxx Pallet = xxx Cartons in descriptions

- Package unit shown**– example: Cartons, Packages

- Descriptions** – should not more than 99 lines

- G.W. <KGS>** - insert the weight.

Page 2 / 2

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Container Nos., Seal Nos., Marks and Nos. 3	Number and Kind of Packages, Description of Goods: <small>For Verified Gross Mass(VGM) submission please use our Online Business. Any VGM information in this document will be ignored.</small>	Gross Cargo Weight, Measurement: <small>Do not use thousand separator</small>	Actions: Container / Cargo
Container Nos. HLXU 8162231	Number of Packages 6	Gross Cargo Weight Unit 10	Container copy add remove remove all
Cargo Item No. (index) 1	Kind of Packages UN Packing Code 7	Net Cargo Weight	
Marks and Nos. 4	Print the Kind of Packages on B/L as 8	Measurement Unit 11	
Seal No. 1 HLD10534840	Description of Goods 9	HS Code 12	Cargo copy add remove
Seal No. 2 5		Please use the Description of Goods for any additional HS Codes	

11. Measurement – MTQ = CBM

12. HS CODE– (Brazil shipments -NCM CODE please insert in cargo description), 1 cargo item for one HS CODE, for different cargo item/HS CODE, do not complete to one cargo item, should be separate to individual cargo item (HS code here will not shown on BL, if need to show, please put in description as well)

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Package Unit insert

1. If cannot find the correct package units (Example: WOODEN CASE)

Number of Packages

Kind of Packages | UN Packing Code

Case | CS



Print the Kind of Packages on B/L as

WOODEN CASE **Manually update as WOODEN CASE**

select the same package type (should be identify by your self)

Combine B/L (with multiple shipments)

1. Click: Actions → Container, add button.
2. In the new container line, please insert the container number that you want to combine to this SI, also insert, piececount, weight, CBM, shipping marks, descriptions, seal, etc.
3. If you have more containers to combine, please repeat step 2.

Attention: The combine request only can be proceed, under below conditions, customer should verify before submitted the SI:

- ◆ Same Booking party for all bookings
- ◆ Same routing and Same vessel
- ◆ Same contract party.

Page 2 / 3 easi napag-Lloyd


Container Nos., Seal Nos., Marks and Nos.	Number and Kind of Packages, Description of Goods: <small>For Verified Gross Mass (VGM) submission please use our Online Business. Any VGM information in this document will be ignored.</small>	Gross Cargo Weight, Measurement: <small>Do not use thousand separator</small>	Actions: Container / Cargo
Container Nos. UACU 8572993	Number of Packages 300	Gross Cargo Weight 5000 KGM	Container copy add remove remove all
Cargo Item No. (index) 1	Kind of Packages UN Packing Code Carton CT Print the Kind of Packages on B/L as Carton	Net Cargo Weight 25 MTO	Cargo copy add remove Housebill edit
Marks and Nos. Seal No. 1 HLT1682945 Seal No. 2 Seal No. 3	Description of Goods Microwave Oven	HS Code 851650 <small>Please use the Description of Goods for any additional HS Codes</small>	
Container Nos.	Number of Packages 300	Gross Cargo Weight 5000 KGM	Container copy add remove remove all
Cargo Item No. (index) 2	Kind of Packages UN Packing Code Carton CT Print the Kind of Packages on B/L as Carton	Net Cargo Weight 25 MTO	Cargo copy add remove Housebill edit
Marks and Nos. Seal No. 1 Seal No. 2 Seal No. 3	Description of Goods Microwave Oven	HS Code 851650 <small>Please use the Description of Goods for any additional HS Codes</small>	

Condensed cargo item (only show one cargo item on BL)


Attention:

- Package unit + Marks + Description should totally the same / REMARK as: "CONDENSED MARK + CARGO DESCRIPTIONS"
- This condensed cargo item issue only can be done for those containers under one shipment

Condensed cargo shown on BL:

Hapag-Lloyd Aktiengesellschaft, Hamburg			
Page 3 / 3		SWB-No. HLCUTPE2104012345	
Cont/Seals/Marks	Packages/Description of Goods	Weight	Measure
MARKS & NOS: 20070690 VCR BC SPEC.: SIZE: Q'TY: N.W.: G.W.:	2 CNTRS 4602 PIECE 37PLTS=37W/PALLETS 4,602PCS COLD ROLLED STAINLESS STEEL 430 BA CUT SHEET	47678.000 KG	110.000 CBM
HLXU 123456 SEAL: HLT1566414	40'GP SLAC*:2273 PIECE	23856.000 KG	55.000 CBM
HLXU 987654 SEAL: HLT1566413	40'GP SLAC*:2329 PIECE	23822.000 KG	55.000 CBM
*SLAC = Shipper's Load, Stow, Weight and Count			
=====		=====	=====
4602 PIECE		47678.000 KG	110.000 CBM


Normal BL cargo description on BL

Hapag-Lloyd Aktiengesellschaft, Hamburg			
Page 3 / 3		SWB-No. HLCUTPE2104012345	
Cont/Seals/Marks	Packages/Description of Goods	Weight	Measure
HLXU SEAL: HLT1566414 MARKS & NOS: 20070690 VCR BC SPEC.: SIZE: Q'TY: N.W.: G.W.:	1 CONT. 40'X8'6" GENERAL PURPOSE CONT. SLAC* 2273 PIECE 37PLTS=37W/PALLETS 4,602PCS COLD ROLLED STAINLESS STEEL 430 BA CUT SHEET	23856.000 KG	55.000 CBM
HLXU 987654 SEAL: HLT1566413 MARKS & NOS: 20070690 VCR BC SPEC.: SIZE: Q'TY: N.W.: G.W.:	1 CONT. 40'X8'6" GENERAL PURPOSE CONT. SLAC* 2329 PIECE 37PLTS=37W/PALLETS 4,602PCS COLD ROLLED STAINLESS STEEL 430 BA CUT SHEET	23822.000 KG	55.000 CBM
*SLAC = Shipper's Load, Stow, Weight and Count			
	=====	=====	=====
	4602 PIECE	47678.000 KG	110.000 CBM

Condensed cargo items and marks (multiple containers under one booking) --- How to proceed.

- A. Complete the first container's cargo item insert. (all information including HS code)
 1. Click "copy" in the Action: Container / Cargo

Page 2 / 3

eaSI 

Container Nos., Seal Nos., Marks and Nos. Container Nos. UACU 8572993 Cargo Item No. (index) 1 Marks and Nos. Seal No. 1 HLT1682945 Seal No. 2 Seal No. 3	Number and Kind of Packages, Description of Goods: For Verified Gross Mass (VGM) submission please use our Online Business . Any VGM information in this document will be ignored. Number of Packages 300 Kind of Packages UN Packing Code Carton CT Print the Kind of Packages on B/L as Carton Description of Goods Microwave Oven	Gross Cargo Weight, Measurement: Do not use thousand separator Gross Cargo Weight 5000 Net Cargo Weight Measurement 25 HS Code 85 16 50 Please use the Description of Goods for any additional HS Codes	Actions: Container / Cargo 1. Container copy add remove remove all Cargo copy add remove Housebill edit
--	---	--	---

Condensed cargo items and marks (multiple containers under one booking) --- How to proceed.

- After click “copy”, system will create new cargo item with the same cargo information of the first cargo item.
- 2. Manual insert the second container number
- 3. & 4. if piece count and weight different, please update

Page 2 / 3 easi 

Container Nos., Seal Nos., Marks and Nos.	Number and Kind of Packages, Description of Goods: <small>For Verified Gross Mass (VGM) submission please use our Online Business. Any VGM information in this document will be ignored.</small>	Gross Cargo Weight, Measurement: <small>Do not use thousand separator</small>	Actions: Container / Cargo
Container Nos. <input type="text" value="UACU 8572993"/>	Number of Packages <input type="text" value="300"/>	Gross Cargo Weight <input type="text" value="5000"/> <input type="text" value="KGM"/>	<input type="button" value="copy"/> <input type="button" value="add"/> <input type="button" value="remove"/> <input type="button" value="remove all"/>
Cargo Item No. (index) <input type="text" value="1"/>	Kind of Packages UN Packing Code <input type="text" value="Carton CT"/>	Net Cargo Weight <input type="text" value="25"/>	
Marks and Nos. Seal No. 1 <input type="text" value="HLT1682945"/> Seal No. 2 <input type="text" value=""/> Seal No. 3 <input type="text" value=""/>	Print the Kind of Packages on B/L as <input type="text" value="Carton"/>	Measurement <input type="text" value="25"/> <input type="text" value="MTQ"/>	
	Description of Goods <input type="text" value="Microwave Oven"/>	HS Code <input type="text" value="851650"/>	<input type="button" value="remove all"/> Cargo <input type="button" value="copy"/> <input type="button" value="add"/> <input type="button" value="remove"/> Housebill <input type="button" value="edit"/>
Container Nos. <input type="text" value="2"/>	Number of Packages <input type="text" value="300"/>	Gross Cargo Weight <input type="text" value="5000"/> <input type="text" value="KGM"/>	<input type="button" value="copy"/> <input type="button" value="add"/> <input type="button" value="remove"/> <input type="button" value="remove all"/>
Cargo Item No. (index) <input type="text" value="2"/>	Kind of Packages UN Packing Code <input type="text" value="Carton CT"/>	Net Cargo Weight <input type="text" value="25"/>	
Marks and Nos. Seal No. 1 <input type="text" value=""/> Seal No. 2 <input type="text" value=""/> Seal No. 3 <input type="text" value=""/>	Print the Kind of Packages on B/L as <input type="text" value="Carton"/>	Measurement <input type="text" value="25"/> <input type="text" value="MTQ"/>	
	Description of Goods <input type="text" value="Microwave Oven"/>	HS Code <input type="text" value="851650"/>	<input type="button" value="remove all"/> Cargo <input type="button" value="copy"/> <input type="button" value="add"/> <input type="button" value="remove"/> Housebill <input type="button" value="edit"/>

Condensed cargo items and marks (multiple containers under one booking) -- - How to proceed.

- For the initial container 2 will then move to cargo item 3, as click “remove” button in item 3 as the cargo item 2 already complete that container cargo details
- For the rest containers of the same booking, follow the same way as above

Container Nos. UACU 8570158	Number of Packages 500	Gross Cargo Weight 5000	Unit KGM	Container copy
Cargo Item No. (index) 2	Kind of Packages UN Packing Code Carton CT	Net Cargo Weight	Measurement 25	Unit MTQ
Marks and Nos.	Description of Goods Microwave Oven	HS Code 85 16 50	<div style="border: 1px solid gray; padding: 2px;"> Please use the Description of Goods for any additional HS Codes </div>	
Seal No. 1				add
Seal No. 2				remove
Seal No. 3				remove all
				edit
Container Nos. UACU 8570158	Number of Packages	Gross Cargo Weight	Unit	Container copy
Cargo Item No. (index) 3	Kind of Packages UN Packing Code	Net Cargo Weight	Measurement	Unit
Marks and Nos.	Description of Goods	HS Code	<div style="border: 1px solid gray; padding: 2px;"> Please use the Description of Goods for any additional HS Codes </div>	
Seal No. 1				add
Seal No. 2				remove
Seal No. 3				remove all
				edit

How to Submit EASI

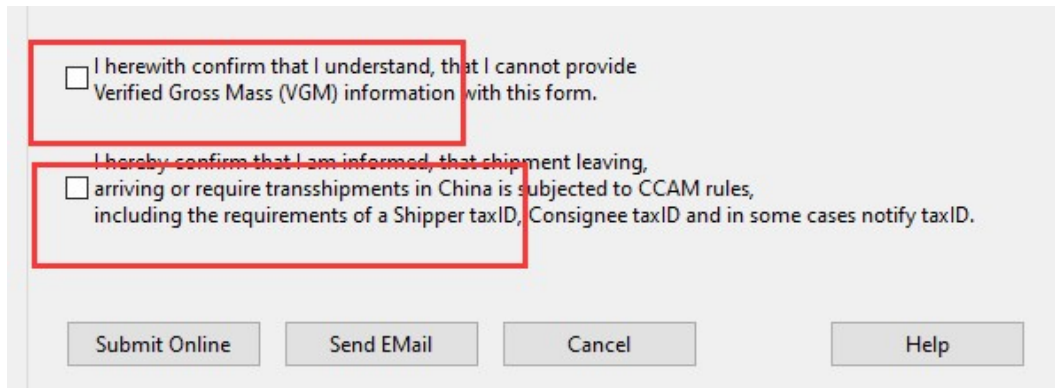
1. After all EASI data input completely, please select the BL number that you want for this SI
2. Right top Area – Please Select: Create a New B/L Instruction
3. Click “ Send Form”
4. Warning message: You have selected to create a new BL.... **click: NO**

Click “No”, system will transmit the ESI according to your selected BL number

The screenshot shows the Hapag-Lloyd EASI submission interface. At the top, there are four buttons: "Send Form", "Save as Draft", "Save as Template", and "Import Template". The "Send Form" button is highlighted with a yellow box and labeled "3.". Below the buttons, there is a "Please select:" dropdown menu with "Create a New B/L Instruction" selected, highlighted with a red box and labeled "2.". In the center, there is a "Warning: JavaScript Window" dialog box with the text: "You have selected to create a new BL, but the B/L No. field does not contain 'create New'. Do you really want to create a new B/L Instruction anyway? If you want to update the B/L No., which you have selected from the BL No. field, select 'No'." The "No" button in the dialog is highlighted with a purple box and labeled "4.". Below the dialog, there is a "B/L No.:" field with "HLCUTPE200968457" selected, highlighted with a red box and labeled "1.". At the bottom, there is a "Shippers Export Reference:" field with "TEST BY CHOOSE MTD" entered. The Hapag-Lloyd logo is visible in the center-right of the interface.

How to submit EASI

Below 2 boxes: I herewith confirm that -- please tick both boxes, then click “Submit Online”



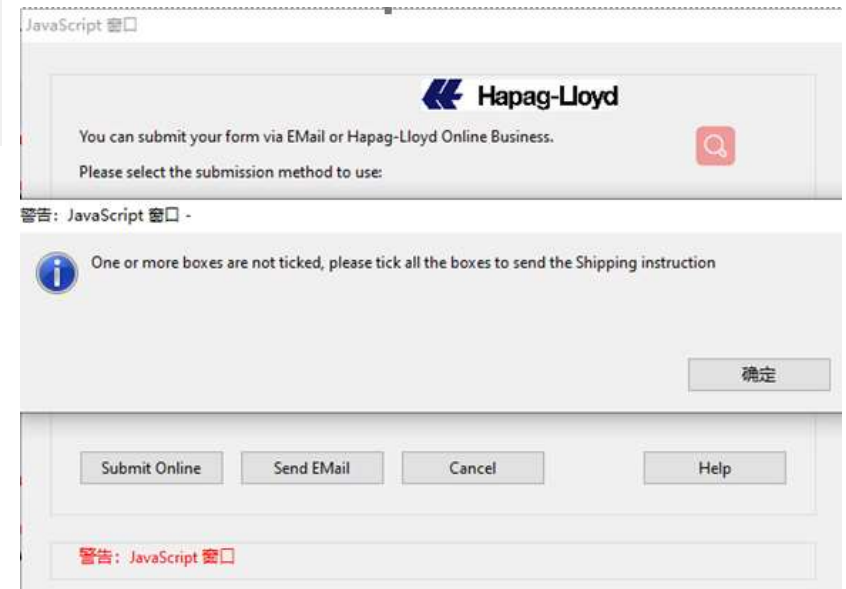
I herewith confirm that I understand, that I cannot provide Verified Gross Mass (VGM) information with this form.

~~I hereby confirm that I am informed, that shipment leaving,~~

arriving or require transshipments in China is subjected to CCAM rules, including the requirements of a Shipper taxID, Consignee taxID and in some cases notify taxID.

Submit Online Send EMail Cancel Help

You would get warning message if you did not click those 2 boxes and not able to continue your SI submission



JavaScript 警告

Hapag-Lloyd

You can submit your form via EMail or Hapag-Lloyd Online Business.
Please select the submission method to use:

警告: JavaScript 警告 -

i One or more boxes are not ticked, please tick all the boxes to send the Shipping instruction

确定

Submit Online Send EMail Cancel Help

警告: JavaScript 警告


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JavaScript Window

 **Hapag-Lloyd**

Successfully Submitted

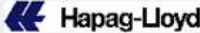
=====

Successful Info

You may [continue editing the form] to work with the form or click [Go to Online Business] to go to the Hapag-Lloyd Online Business portal.

Warning: JavaScript Window


JavaScript 窗口

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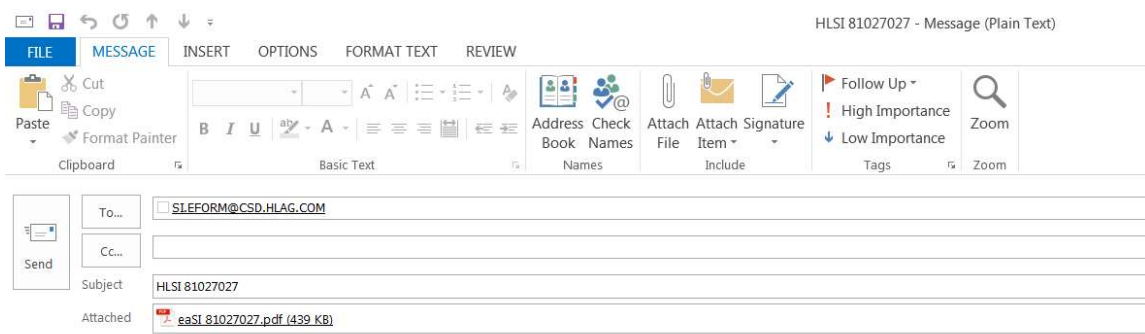
警告: JavaScript 窗口

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How to submit EASI by email

6. If click “Send Email”, it will auto to outlook send mail message with the EASI PDF file, Click SEND

◆ **Take note: this mailbox only accept attachment of EASI PDF version**



6. Do not change anything in this Mail!

Should default mailbox as **OUTLOOK** first

Attention:

- ◆ If mailbox default other than outlook, the email message will not come out directly, so you need to save that EASI file, manually attached the file to email and send to mailbox: **SI.EFORM@CSD.HLAG.COM**
- ◆ **Do not contains any other mailbox if you use SI.EFORM to submit the HPL EASI.**
- ◆ **Subject: HLSI XXXX(shipment number)**
- ◆ **The email address format could not contain “<>”, as:
Invalid format → SI.EFORM<SI.EFORM@CSD.HLAG.COM>
Valid format → SI.EFORM@CSD.HLAG.COM**

Check EASI submitted Successfully or Not

1. 20 minutes after EASI submitted or sent, you could check the status in the HPL website → shipping Instructions → insert shipment number, if the ESI submitted successfully, you can find the SI amount in the “No. of Shipping Instruction” as below

Documentation Shipping Instructions About this app

Shipping Instructions eaSI Templates

Electronic-Advanced Shipping Instructions: eaSI online

Search for a specific booking by inserting a booking number or list all your relevant bookings directly by simply pressing FIND.

Please open your document with the **Adobe Reader version "DC 2022.003.20282"** or above to ensure a successful processing of your shipping instruction. If you face errors with not being allowed to edit the PDF, please use the link above to download the newest version from Adobe!

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Booking No.

Find Clear

Booking No.	Customer Reference	Vessel Departure	Document Closure	Vessels	Port of Discharge, End of Transport	No. of Shipping Instructions (received at Hapag-Lloyd)	No. of Drafts
1	68932507 XULI TEST	2024-02-29	2024-02-28	KUALA LUMPUR EXPRESS	ROTTERDAM	1	0

Download New Form Shipping Instruction Details Shipment Details webVGM Customs References Customs

Attention: If customer wants to check the EASI submitted data, they should click “Shipping Instruction Details”, and download and save the PDF file first, they open that PDF file to check the data, web page could not preview the submitted ESI data.