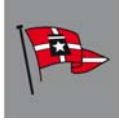# Ignazio Messina & C. S.p.A

x-B/L

Bill of Lading Instructions

Bill of Lading Instructions (X-B/L) via WEB

Version 3.0 – January 2014

Index

How to get there

Access to the program is granted through the official Ignazio Messina & C. SpA website at URL :

www.messinaline.it

Authorized Access

Once access credentials from IT Department of Ignazio Messina & C. S.p.A. are assigned e sent via email, user can proceed with the authentication process inserting user ID and password in the related text boxed located in th left side of the home page of Ignazio Messina & C. website

User ID:

Password:

Log in

Welcome, **Abcsped**

Change password   Contact us

Once authenticated, the user is recognized as authorized to display in the "**Quick links**" area all the icons assigned to the programs available to the user:

Clicking the button **x-B/L** shown here will access the program for compiling Bill of Lading instructions.

An alternate path to access the program is available through the "**Applications** " Menu, selecting the link **e-B/L** from its sub menu or by clicking the related image button as shown here below

| Home | Company | Logistics | Services | Fleet | Contacts | News | Applications | Press | ? |

e-B/L   e-Ordinativi   Merchant   Shipping Instructions

Matrici di polizza (x-B/L)

This program allows the electronic compilation of draft bill of lading.

The link opens a new browser window.

General overview

Before going through how to insert B/L instructions, we had better get a general overview of the program steps which directly relate to the structure of Messinaline B/L instructions file

The instructions are structured on three different main levels:

**B/L HEADER, COMMODITY DETAIL AND ITEM DETAIL** .

The Header comprises the information which relates to the whole Bill of Lading and is made of heterogeneous information such as Instruction Reference Number, Shipper e Consignee, etc etc. The detail of these fields will be further analysed herein after. The instructions document should be including at least one commodity detail record which describes the the transported goods

Details are of three different kinds:

 Container or MAFI related – **Ro/Ro related** (Car, trailer, vehicle nos) - **Other** (breakbulk).

Compiling each detail differs according to the selected type. Each detail should, furthermore, contain at least an ITEM which is used the goods stuffed in the related container or on the related trailer

The general schema, therefore, reflects the below diagram:
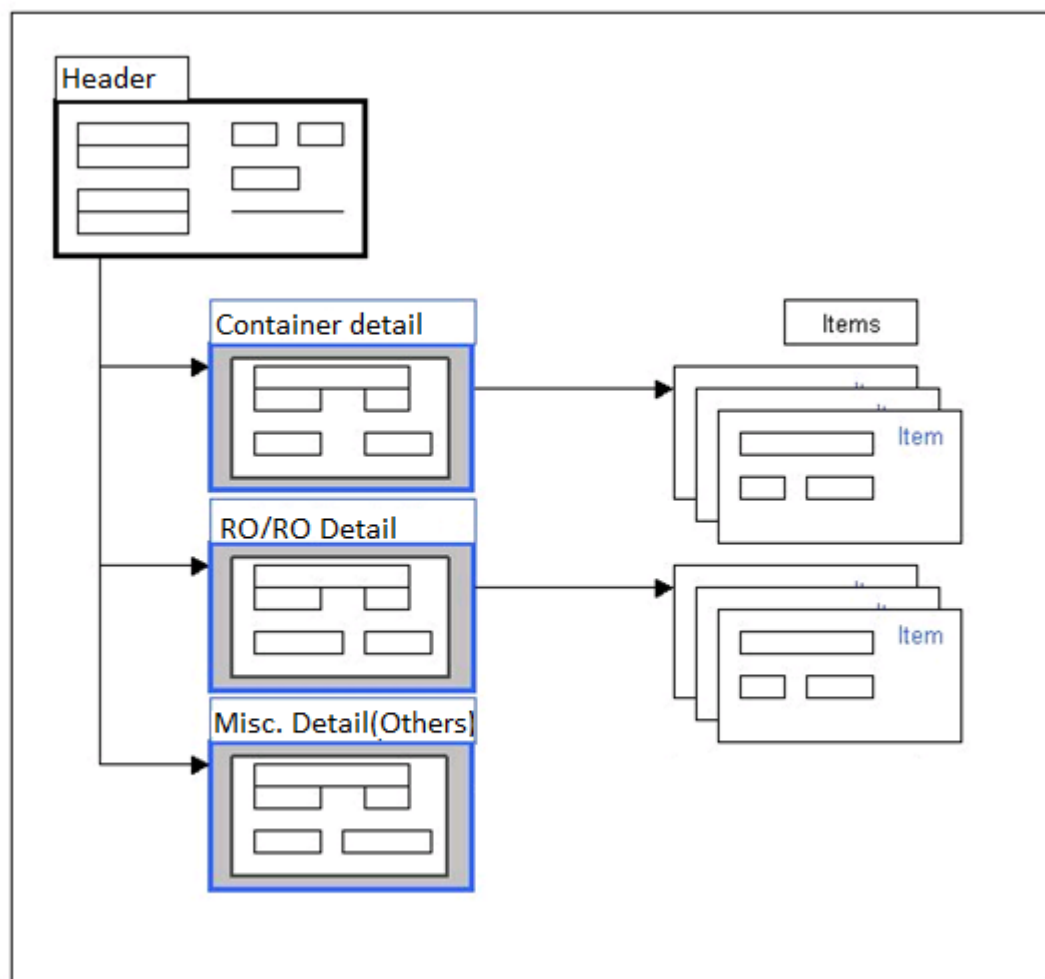
The program's initial page

The program's initial page will show the homepage logo and a set of predefined tabs

The program will be providing an user interface solely in English language.

Selecting the tab button "**By Date**" we'll retrieve a list of inserted, available instructions (none in the below figure):

The rightmost button "**New B/L Shipping Instruction**" in the homepage or in current panel "By Date", the user would insert a new document for B/L instructions, starting thus to supply the information related to the "Header".

B/L Header

When inserting a new B/L instructions the user would display the below form :

The top-right area (repeated at user's convenience on bottom-right) contains the action buttons available on the document i.e. the imagebutton to save the document [image] and the one for abandoning the current document (thus exiting the form without saving the changes) [image] .

All the fields marked with an asterisk (*) are mandatory, thus, when saving the document, the program validation routines will prompt the necessary errors in case fields of this kind be assigned improper or null values

Hereafter please find and overview of the fields contained in the B/L Instructions Header form .

B/L Header fields

Port of Loading and **Booking** fields are determining the subsequent behavior of the form in supplying the B/L instructions information.

The selected port allows the program determine if the booking is directly managed on the central computer system in Messina Headquarters.

To be printed	3 Originals 3 Not Negotiables Copies	
* Port of Loading	Select... ⌄	More ports ... ☐
N° Booking	2014 ⌄	
* Port of Discharge	Select... ⌄	
* Voyage	2014 ⌄ N°	
* Vessel	Select... ⌄	Feeder ☐

When the flag "More ports…", is unchecked, the list of allowable ports of loading is limited to those directly managed by this Company or through remote Agents/Offices.

When checked, the flag triggers the inclusion to the selection list of <u>ALL ports</u> served either directly or indirectly by this Company.

This availability will permit a wider range of ports, suitable to enter B/L instructions for "Cross Trade" shipments (foreign to foreign).

When booking is residing on Messina central computer system (entered by either Headquarters or remote Agent/Office) , sul sistema centrale Messina (inserito da Sede Messina o agenzia/filiale collegata), the relevant booking reference will be a Messina booking which will provide all the necessary validation and will supply automatically all the information related/linked to that very booking (vessel, voyage loading, discharge, cargo covered by the B/L, etc).

In the event that the booking is not centralized but sourced from a remote system c/o the Agent, those fields will have to be entered by the user.

B/L instructions, once confirmed, will be processed directly by Ignazio Messina & C. o or its offices online, importing the newly confirmed B/L instructions on its integrated system and proceeding with printing the related B/L.

If the Port of Loading is not served by this Company but through off network agencies or offices, the instructions will be transmitted tot he related agency for them to complete and process the related Bill of Lading

Note: In order to enable the booking field to accept any value, one should accept the B/L terms and conditions as per attachments available on the top-rightmost box, selecting the checkbox: <u>Click here to accept Terms & Conditions.</u>

Port of Loading	Select among the available list of values
Booking	**Year and** booking number
Originals	Number of Originals - 1 to 99 (default 03)
Not Negot. Copies	Number of copies non negotiable - 1 to 99 (default 03)
Port of Discharge	Automatically provided from booking information (in case of a Messina booking) else, Select among the available list of values
Voyage	Automatically provided from booking information (in case of a Messina booking) else, Select among the available list of values
Vessel	Automatically provided from booking information (in case of a Messina booking) else, Select among the available list of values.In case of Feeder Vessel, check the related box and insert the vessel name
POL Description	Port of Loading description (if it differs from the one provided by table lookup) (max 48)
POD Description	Port of Discharge description (if it differs from the one provided by table lookup) (max 55)
Final Destination	Free Text description (max 20 chars)
Your reference	External Reference (max 31 chars)
Freight	Field is disabled is the preceding mandatory fields have no proper value. Select among Prepaid – Collect – Free - Elsewhere
Place of Payment	Defaulting to one oft he below values depending from previous Freight field value:

Prepaid = Port of Loading
Collect = Port of Discharge
Free = No Place of Payement
Elsewhere = Place of Payment should be selected by the user

Place of Issue (*)	Place of issuance of Original B/L. On Messina bookings the value defaults to the place of acquisition indicated on the related booking
Precarriage	Optional value, Select from the provided list of values if necessary
Place of Acceptance	Optional value, Indicate a free text place of acceptance

Shipper – Consignee - Notify – 2° Notify

When entering details of B/L parties such as Shipper, Consignee and Notify Party, a new function has been made available to the users to save each contact's details so that they can be used when entering further B/L instructions where they are to be provided.

In the window which appears by clicking the + symbol in the top-right part of the fields Shipper, Consignee e Notify one can enter the required details using a maximum of 8 fields of 33 characters length.

Once these details are completed, clicking the blue diskette imagebutton will save any details entered in the favorites area, so that they can be easily retrieved and used in other B/L instructions when necessary.

The contacts entered will be available in the "Favorites" tab for listing, modifications, deletions and/or insertion of new contacts (please refer to page. 26).

A further, last section is made available to permit indicating instructions for ship's mail, specifying the number of documents, if originals, and the delivery type (at disposal of Consignee, Notify, Other).

Entering these details will cause these instructions tob e clearly written in the notes section oft he instructions document which will be used as a template when further processing the B/L instructions by Messina responsible offices.


Note   Special instructions and notes for Messina offices

Even though a few lines are displayed, one can enter as many lines as necessary. The field is automatically scrolling down when each line is completed.

Error Messages

Upon saving, any errors detected by validation routines are displayed either through message boxes or error text in red characters which appear in the top rightmost part of the editing page:
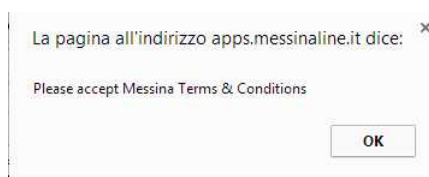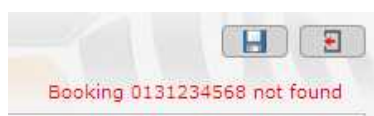
Once all details are entered, by pressing the button "Save and continue" the program will perform any required formal validation and will save the document in a "Temporary" status. This B/L header will have to be assigned all necessary details about the cargo covered by current instructions.

The correct completion of the header is confirmed by its displaying along with the full details entered by the user:

Moreover the completed B/L header will be showing the below listed new field values:

Status	TEMPORARY
B/L Instr n°	Unique identifier of B/L instructions document. It is generated Automatically
Date Time	Date and time the B/L Instructions were completed

Transition between statuses

Three (3) different statuses can be assigned to each B/L instructions document

TEMPORARY

CONFIRMED

COPY   Copy of confirmed Instructions document

TEMPORARY status denoted a newly entered B/L instructions document which has not yet been supplied all final details and which, therefore, is available for modifications at any time. This is the status which allows completino the instructions in different steps, by connecting to the application at separate stages or times, even in different days.

When a documenti is saved (Header, cargo detail and related items) in Temporary state, it can be retrive and modified at any time.

The browsing list of the existing details assigned to current B/L instructions document, last column contains a green checkmark in correspondence of those details which, after passing the validation controls, are detected as complete. In case these details are not properly formed or they did not pass the validation controls, they list a red dot in lieu of the green checkmark.

When all details are correctly displaying a green checkmark, the B/L instructions they are related to can be then confirmed:

Detail list (2)						
1	LMCU 916001/0	40 - HC	Tare: 4100	Bkg: 414590	Seal 1: 1288574	Items: 1	✓
2	LMCU 915499/5	40 - HC	Tare: 4270	Bkg: 414590	Seal 1: 1288594	Items: 1	✓

The **CONFIRMED status**, as we are going to further analyse, identifies a B/L Instructions document which is "Confirmed" is its contents and layout and thus irrevocably dispatched to the systems' processes, preventing any further changes or deletion.

In case of need, the user can still copy a "Confirmed" Instructions document in a new "Temporary" one. User can also Replace User can still go through the **Voiding and replacing existing document (Replace process)** to rectify Instructions previously released to the system (please refer to page 23)

Confirmation or deletion of B/L Header

B/L Instruction		
B/L Istr. n°	5482	TEMPORARY	(5... ')
Disclaimer	By ticking off, we declare to know, expressly accept and approve the general terms of carriage, denominated Terms and Conditions (ed. 11/07) of Ignazio Messina & C. Spa as well as the additional conditions written, printed or stamped on the bill of lading to be issued. We furthermore declare to expressly accept and approve the condition provided for in this Declaration of Loading	Terms & Conditions Declaration of Loading **ACCEPTED**

Confirmation of the header is possible only if at least one detail has been correctly entered.

Deletion can be called at any time (except for B/L instructions which are already in "Confirmed" status) . Once the deletion button is pressed, the program will delete in a cascading sequence, any child detail entered for the B/L header being processed for deletion.

Inserting details

In case of a Messina booking its detail is automatically defined and retrieved through the information belonging to the very booking which has been referenced. Consequently, only those cargo types associated to the existing Messina booking will be made available to insert the prescribed detail.

Upon indication of a generic booking, or whenever the properties of the discharge port allow entering heterogeneous details in the same B/L, the user will be able to select any cargo type to add the B/L instructions being processed.

Let's now have an overview of those details which user can enter at this stage.

Container / Mafi Detail

The below form is made available to the user:

Marks (*)	Owner ID, serial and check digit of the unit being processed.
Empty	To be used when entering an empty unit
Booking (*)	Year e Number of the relevant Booking (if different from the one indicated in the Header)

The field containing the "Booking" reference, even though inheriting its value from the Header, can be edited and can reference a different booking number, if container belongs to a booking different from the one indicated in the Header details. Modify as necessary.

By pressing the image button showing the arrow pointing to the right, all necessary validation controls are performer (container number/booking correspondence) and any error message eventually determined would be displayed. In case everything passes the controls, the following page is displayed:

The fields "Type", "Tare" ed "ISO Code" are automatically retrieved in case the unit is belonging to Ignazio Messina Inventory. In this case these values cannot be modified.

When container in unknown to Messina or in case of Shippers' Owned Units these fields are unprotected and available to user's modification

N.B. "Shippers Owned" containers not showing any owner alphabetic identification should always be entered with the standard owner ID = "XXXX"

Where necessary please provide further details such as: :

Imo Class - **UNDG**   (IMO Class max 4 characters – UNDG Code max 6 characters)

Measure (Cbm)   In cubic meters.

Full / Part   Full Container Load or Part Container indicator

Commodities (HSCC – Harmonized System of Commodity Coding)

The user can select any commodity code from the List of Values. Should the List not contain the requie value, one can select "Other" and enter directly the requie code in the relevant HSCC textbox

HSCC		Commodity	Other ⌄

The code will be looked-up in the system and its associated description will be displayed.

Note: Indicating the commodity code may be mandatory, depending on the requirements of the port of discharge indicated by the user.

Part Container (how-to)

When user selects "Part Container" the program will display an additional field where to indicate the number of parts the container is split into:

Full /Part	Part Container ⌄	One of	2	parts cargoes

ONE OF 2 PARTS CARGOES SAID TO BE STOWED INTO CONTAINER N. LMCU 106397/0 - 20 BX

The transport mode will determine the layout the instructions should be printed . Please refer to paragraph "Reports".

Coherently with Header details, pressing the image button 🖫 will save the cargo details.

By pressing the left arrow symbol, the changes will be discorde and program would go back to the previous page.

Container Item

Once the Container/MAFI detail record has been saved, the editing form for describing the Item(s) details of related container (or Mafi) will be prompted automatically:

By creating these Item(s) we have finally reached the last level where to indicate the particulars of the detail concerning the goods to be loaded:

Quantity	Quantity (0 – 9999)
Package	Packaging type (max 12 crt)
Item Weight	Peso (in Kilograms) , should include decimals where required
Descr. of good	Description of the goods

N.B. The fields containing "**Quantity**" e "**Package**" have been assigned a particular formatting function.

When "**Quantity**" is assigned the value "**999999**" the related figure will be omitted, while Packaging type, weight and description of goods will be shown as usual.

This function should be used when user is willing to indicate loose goods inside a container or Mafi, avoiding to mention the quantity but still showing weights and description of goods.

When "**Package**" is assigned the value "**NONE** " no information concerning Packaging type or weight is shown in the related output, the only field which would be printed is the one containing the description of the goods.

The value '0' (zero) is not a valid, accepted figure for the quantity.

Once the Item detail record is saved, the program returns back to the container detail page as shown in the following figure:

The bottom part of this panel contains a browsing list of the Items entered for current container (one in current example) this list shown a summary of the information contained in the item detail such as quantity packaging, weights and measurement and part of the description of goods.

More Items can be added by pressing the button "Add Description Item" or one can delete existing items through the button [🗑]

Quantity and Packaging type is now converted into a link to access the related, existing item detail

The buttons [📋] [🗑] are enabled, at this stage, to allow copying the detail of the specific container or its deletion. Whenever the container detail be deleted, the process is cascading deleting all the related items dependant from the container record being removed

Any generated copy of the container detail does not contain the container serial number and check digit. Moreover the panel will display the warning "COPY OF DETAIL" at the top of the panel header.

At this stage the item detail must be modified and saved before the B/L instructions document can be confirmed. The list of the Items would show the status compliance of each listed item:

RoRo Cargo (Car / Trailer / Ro/Ro) Detail

The program will prompt a different panel, depending from the concerned Rolling Cargo Type.

In case of "Car" o "Ro/Ro" a single form to contain all necessary details will be shown :

Type	Car	* Weight (Kos)	0.00
* Booking	2013	N° 420583	Measure (Cbm)	0.000
* Plate/Chassis		Description	

The field containing the "Booking" reference, even though inheriting its value from the Header, can be edited and can reference a different booking number, if cargo belongs to a booking different from the one indicated in the Header details. Modify as necessary.

Type	select the rolling cargo type (Car / Trailer / RoRo)
Weight (*)	Declared weight in kilograms
Measure	Measurement (in CBM)
Commodity	please refer to Container details on page 13
Plate / Chassis	Plate or chassis number (max 17 chars)
Description	Description of goods

16

Once confirmed, this detail will be shown as in the below figure:

Type	Car	Weight (Kos)	1000.00
Booking	**2014 / 1300866**	Measure	0.000 Cb 450 L * 210 W * 175 H
HSCC		Commodity	
Plate/Chassis	YV2A4CEA84B373797	Description	1 USED VOLVO FREIGHT PREPAID

The buttons are enabled, at this stage, to allow copying the detail of the specific rolling cargo or its deletion. Whenever the rolling cargo detail be deleted, the process is cascading deleting all the related items dependant from the record being removed

Any generated copy of the rolling cargo detail would display the warning "COPY OF DETAIL" at the top of the panel header.

Whenever entering details for a "Trailer" rolling cargo unit, the program will prompt the form shown here below:

Type	Trailer	Tare (Kos)	0
* Booking	2013 N° 420583	Measure (Cbm)	0.000
* Plate/Chassis	ZA9S47C67BAH02001	* Description	SEMI-TRAILER

The field containing the "Booking" reference, even though inheriting its value from the Header, can be edited and can reference a different booking number, if cargo belongs to a booking different from the one indicated in the Header details. Modify as necessary.

Type	select the rolling cargo type (Trailer in this case)
Tare (*)	Trailer tare weight in kilograms
Measure	Measurement (in CBM)
Commodity	please refer to Container details on page 13
Plate / Chassis	Plate or chassis number (max 17 chars)
Description	Description of trailer (Max 32 characters)

By creating these Item(s) we have finally reached the last level where to indicate the particulars of the detail concerning the goods to be loaded, the same procedure used for detailing container contents should be used here:

Fields usage is the same already described on page 14 of this document

Once confirmed, the trailer detail will appear as shown in the below listed figure:

The buttons 🔲 🗑 are enabled, at this stage, to allow copying the detail of the specific trailer or its deletion. Whenever the trailer detail be deleted, the process is cascading deleting all the related items dependant from the record being removed

Any generated copy of the trailer detail would display the warning "COPY OF DETAIL" at the top of the panel header.

Breakbulk (Other) Detail   `Add Other`

Program would display the following editing form:

User can select which detail type should be processed: **Breakbulk or LCL Groupage**:

The editing form is the same for the two different details, while the program will take care of composing the bill of lading wording in a different way depending from the detail type selected, i.e. **Breakbulk or LCL Groupage**

The editing fields are substantially the same already explained for the previously described item details. This time program will allow indicating the related marks" which would be listed in the relevant column on the Bill of Lading

As an example, starting from a detail provided as shown here below:

B/L report output would be generated accordingly:

Breakbulk:

Marks and Numbers	Packages		Descriptions of goods	Weight D. Kos	Measurem. Cbm
	Quantity	Kind			
HS CODE: 8421 PO 4520014039	2	PALLET S	STOWED LOOSE PARTS FOR SANITARY SEWER TREATMENT PLANT (TANKS AND SAND FILTERS)	1500	10,000

LCL Groupage:

Marks and Numbers	Packages		Descriptions of goods	Weight D. Kos	Measurem. Cbm
	Quantity	Kind			
HS CODE: 8421 PO 4520014039	2	PALLET S	PARTS FOR SANITARY SEWER TREATMENT PLANT (TANKS AND SAND FILTERS) PKGS. 2 INTO CNTR GROUPAGE	1500	10,000

The buttons 🗍 🗑 can be used, respectively, to copy or delete an existing detail record. The copy of the replicated detail would be identified with the wording "COPY OF DETAIL".

Searching existing Instructions

A search function is available within the views "By Date" e "Favorites". One can search any text string which are supposedly contained in the B/L instructions.

Searches through wild characters (* and/or ?) are allowed

Home	**By Date**	Customer	Favourites

Status Temporary ▼   [　　　　　] 🔍 ⟳

Previews (B/L Body preview)

Detail list (1)	Add Ro/Ro Cargo	

The highlighted button, available along with the list of the inserted details, allows generating, at any time, a preview of the B/L instructions body in the printed version and, consequently, in the related Bill of Lading.

One can here verify that the details had been entered correctly and eventually arrange the necessary changes before printing or confirming the concerned instructions which are being displayed.

A sample of the preview behavior is shown here below:

B/L Body Preview

Marks and Numbers	Packages		Descriptions of goods	Weight D. Kos	Measurem. Cbm
	Quantity	Kind			
WDB65813715577479	1	RO/RO	VIATURA USADA MARCA: MERCEDES BENZ MODELO: 2435 K/6X4 MATRICULA: 27-62-MF ANO 1991 - ON TOP: GERADOR CAT - IN TRANSIT TO SUDAN	12960	61,010

Or:

B/L Body Preview

Marks and Numbers	Packages		Descriptions of goods	Weight D. Kos	Measurem. Cbm
	Quantity	Kind			
SGCU 875761/6	1	CNTR 40 FR	SAID TO CONTAIN: TARE: 4950 6 VOL EQUIPMENT POUR LES TRAVAUX DE TERRASSEMENT ET PONT	22145	42,000
LMCU 081077/3	1	CNTR 40 OT	SAID TO CONTAIN: TARE: 3900 8 VOLS EQUIPMENT POUR LES TRAVAUX DE TERRASSEMENT ET PONT	25920	42,000
LMCU 081286/3	1	CNTR 40 OT	SAID TO CONTAIN: TARE: 4000 27 VOLS EQUIPMENT POUR LES TRAVAUX DE TERRASSEMENT ET PONT	21122	42,000
XXXX 306576/7	1	CNTR 20 BX	SAID TO CONTAIN: TARE: 63 VOLS EQUIPMENT POUR LES TRAVAUX DE TERRASSEMENT ET PONT ET CONTENEUR USEE	13046	21,000
TOLU 878408/7	1	CNTR 40 PC	SAID TO CONTAIN: TARE: 4950 1 VOL EQUIPMENT POUR LES TRAVAUX DE TERRASSEMENT ET PONT	9000	42,000

![Ignazio Messina & C. logo] 1921 **Ignazio Messina & C.**

Confirming B/L Instructions

Once the Header and related cargo and item details have been completed, by pressing the button the program will execute further validation controls such as correct attribution of numbering, mandatory existence of details and items, etc.

If validation controls are successful, the instructions are passed to Messina information system to be processed and handled by Messina office in charge.

The instructions are then set to status CONFIRMED in which no more changes or deletions to the B/L instructions document are allowed.

In case of errors, the user can generate new B/L instructions in replacement of those previously sent in error (see "Replace process")

The header is assigned the timestamp in which the instructions were confirmed. Moreover a Messina reference number, which represents the unique reference number the instructions are identified with, is generated and assigned to the confirmed instructions.

Copying B/L Instructions

A new button which allows creating B/L instructions from a confirmed one has been made available.

The status of the B/L Header will be set to "COPY" and further editing will be requie before the instructions and its details can be confirmed.

All the instructions with status = "Copy" are available in the view "By Date" by selecting the status "Copies".

Voiding and replacing existing document (Replace process)

Thius action generates a new copy of the instructions, intended to replace those previously confirmed.

The topmost area of the instructions will display:

CURRENT DOCUMENT VOIDS AND REPLACES OUR PREVIOUS WITH REF. N°

(ANNULLA E SOSTITUISCE LA NOSTRA PRECEDENTE N°)

In case the voyage be already closed the instructions will be accepted CONDITIONALLY , bearing the wording:

CURRENT DOCUMENT IS ACCEPTED CONDITIONALLY AS VOYAGE IS ALREADY CLOSED

(SOSTITUZIONE MATRICE n° _____ ACCETTATA CON RISERVA. VIAGGIO CHIUSO!**)**

This wording will be automatically inserted in the B/L instructions remarks records.

![Ignazio Messina & C. logo] 1921 **Ignazio Messina & C.**

Output draft report

The report can be called at any time and generates automatically a PDF file which can be either printed, displayed or sent via email, etc.

The report layout is pre-determined in accordance to standing formatting rules of Ignazio Messina & C. and may be varying according to the type of cargo covered, port of discharge and other values/terms entered therein.

27/11/2013 10.05 - CONFIRMED — Page 1 of 1

SHIPPER
V ANST A.

Ignazio Messina & C. S.p.A. a Socio Unico
Società soggetta all'attività di Direzione e Coordinamento da parte di "Gruppo Messina S.p.A."
16121 GENOVA - Via G. D'Annunzio, 91 - Phone +39 010.53.961
Fax + 010.5396264 - WEB-SITE : www.messinaline.it - E-mail : info@messinaline.it
REA GE N° 463848 - Reg. Imprese, C.F. e P. IVA (IT) 02150010995

CONSIGNEE (Carrier not responsible for failure to notify).

Number of original B/L: 3

B/L INSTRUCTION — B/L No.: 3

NOTIFY PARTY (Carrier not responsible for failure to notify).
RD G
LOT 15
IVOIRE
TR 2250s 33

B/L Instr. N°: 6AI — Messina Reference: SE303018

Forwarding Agent: POX — Booking No.: 431497

Port of loading	Port of discharge	Vessel	Voyage
UBAL	ABIDJAN	JOLLY ROSSO	N°-0286

Pre-carriage by — Place of acceptance by pre-carrier — Final destination

Marks and numbers	Packages Quantity	Kind	Description of goods	Weight declared Kos	Measurement Cbm
319	1	CAR	FOT USEE MAR LE R 5	52700	126,200

e/B/L Note
CURRENT DOCUMENT VOIDS AND REPLACES OUR PREVIOUS WITH REF. N° 5E'

Freight: PREPAID

Place of Issue: SETUBAL

DECLARATION OF LOADING

The Shipper by compiling this declaration are asking the Carrier to load their described goods which will to be transported by sea in accordance to terms stated on Ignazio Messina b/l for which the Shipper is aware and has accepted. Shipper will be responsible for ensuring that all the details declared and to be used for the b/l and cargo manifest are correct.

The Shipper expressly accepts and approves the general terms of carriage, denominated Terms and Conditions (ed. 11/07) of Ignazio Messina & C. Spa as well as the additional conditions written, printed or stamped on the bill of lading to be issued. Furthermore, the Shipper expressly accepts and approves the conditions provided for in this Declaration of Loading. Ignazio Messina & C. Spa is authorized to endorse in the name and on behalf of the Shipper the originals of the bills of lading forwarded to destination with the ship and is hereby held harmless from any liability and indemnified in such respect.

Automatically importing B/L cargo details from booking

This feature, when activated, is available when the selected port of loading is managed directly by any office of Ignazio Messina & C. and which , therefore, would be using the corporate booking system.

Automatically, the same booking indicated in the header would be set as default field value. Modify as necessary.

Once the booking is selected, a pop-up list of all containers included in the same booking will be prompted. These containers will be inserted in the same order the are selected and their actual order in the B/L is shown in column „**Seq**.“ .
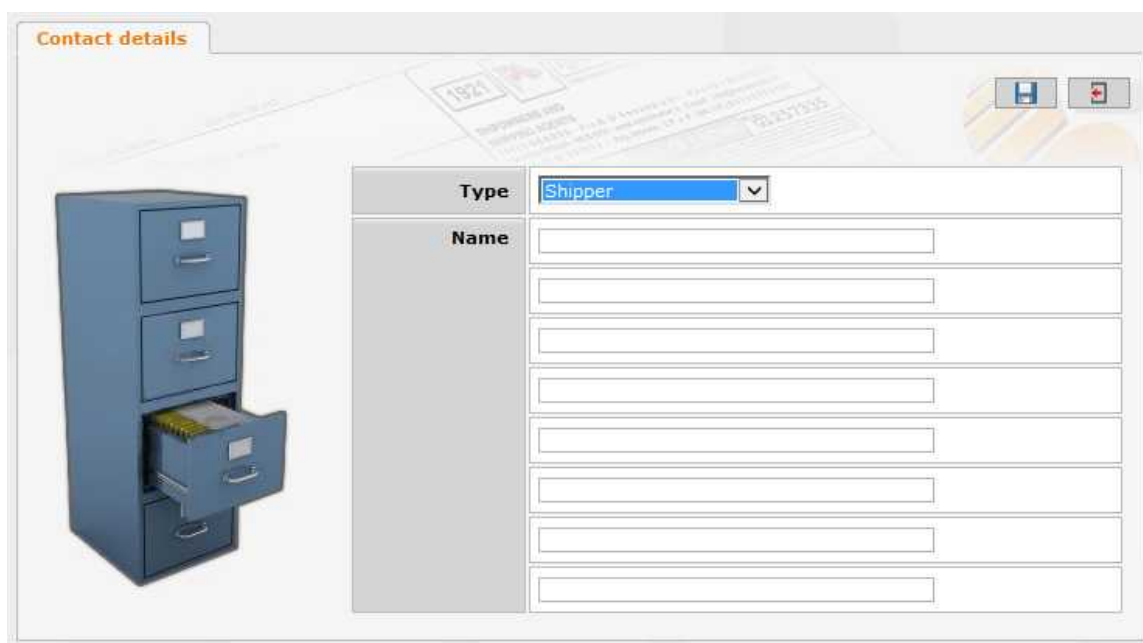
These details would eventually need tob e completed with the information which are not available in the booking (description and details of actual contents of containers.

Managing B/L parties recurring details (Favorites)

The tab "Favourites" allows the managing of the details of those Shippers, Consignees, Notify Parties inserited during the editing of B/L instructions, allowing the user to insert, modify or delete new recurring details to be used in other documents.

The form for inserting or modifying the single account is shown here below:

How long will Instructions be available on the system ?

N.B: The instructions records in **Confirmed** status will be available through a period of 12 (twelve) months from the date they were inserted in the system.

The instructions records in **Temporary** status will be available through a period of 6 (six) months from the date they were inserted in the system.

The instructions records in **COPY** status (instructions copied from Confirmed documents) will be available through a period of 3 (three) months from the date they were inserted in the system.