

## Enquire House Manifest User Guide

### Introduction

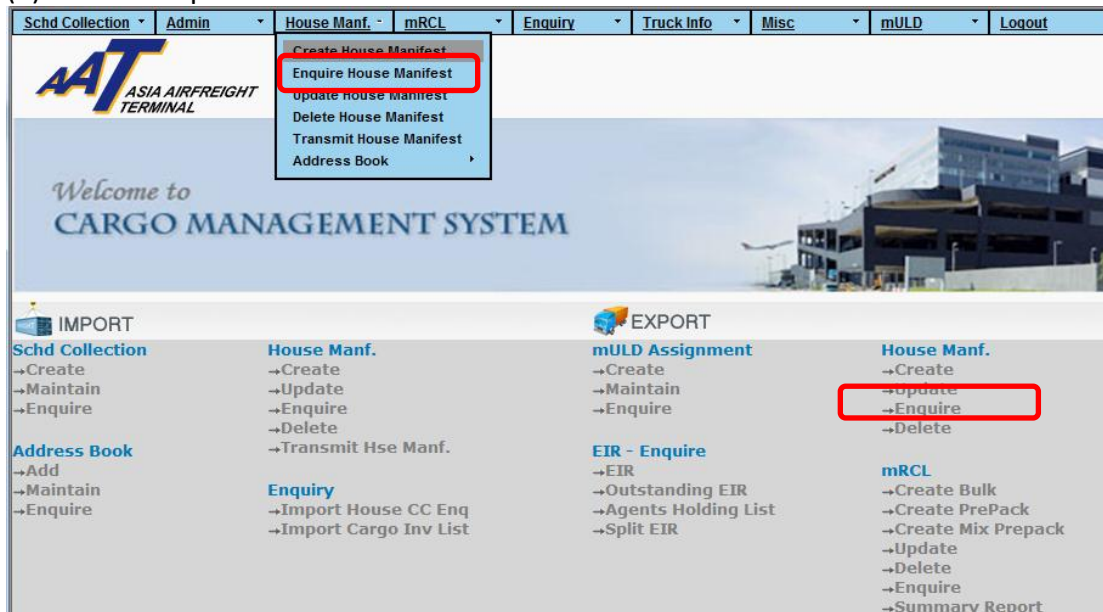
To facilitate the enquiry of house manifests (FHL) amendments in AIMS, AAT has enhanced the functions under “Enquire House Manifest” in AIMS.

The system enhancements include:

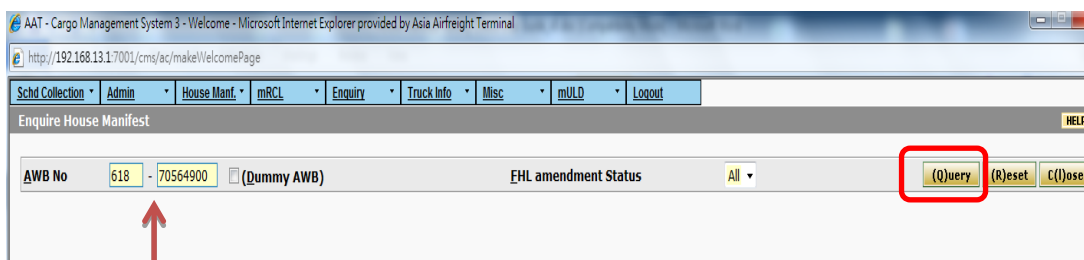
- (1) “Enquire FHL Log” indicators showing the FHL amendment status, “Y” indicates the corresponding HAWB is amended by AAT; “N” indicates no amendment made by AAT. Sort function in “FHL Amendment Status”, allow users to view the AAT amended FHL conveniently, and
- (2) Additional fields of “FHL Amendment Status”, “Inputted by”, “Source” & “Amendment Date” are provided in the header of the function. If amendments were made by user or AAT, the amended field(s) will be displayed in red and underlined in the “After” image of FHL.

### Step – by - Step Instructions

(1) Select “Enquire House Manifest” function



(2) Enter MAWB no. and click the button “Query” in “Enquire House Manifest”



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Version: 0.0

## New Features

(1) Search criteria is added to sort the HAWB by their FHL amendment status. “Y” indicates the corresponding HAWB is amended by AAT; “N” indicates no amendment made by AAT. “FHL amendment status” of HAWB can also be viewed under the column of “Enquiry FHL Log”.

SNo	AWB No	HAWB No	Commodity	Orig	Dest	Pcs	Constraint Code	Wt	FHL amendment Status	Cargo Agent/AAAT User ID	Enquiry FHL Log	Submission Date/Time
1	020-10937835	H003	AAT 002	HKG	FRA	30		300.0	Y	SINGAPORE AIRLINES CARGO	Y	08NOV11 09:37:02
2	020-10937835	H002	VER001	HKG	FRA	20		200.0	N	SINGAPORE AIRLINES CARGO	N	08NOV11 09:13:31
3	020-10937835	H001	VER001	HKG	FRA	10		100.0	N	SINGAPORE AIRLINES CARGO	N	08NOV11 09:11:26

(2) After clicking the indicator of “Enquire FHL Log”, fields of “FHL Amendment Status”, “Inputted by”, “Source” and “Amendment Date” are added in the header.

For example: an FHL is created by AAT staff in AIMS:

FHL Log Enquire After Image	
AWB No	020-10937835
HAWB No	H003
HAWB Pcs/Wt	30 / 300.0
Orig/Dest	HKG / FRA
Inpitted by	aa100054
Source	AIMS
Amd Date	08NOV11 10:36
GPL Code	VAL ECT
SLAC	15

## New Features

(3) In comparing between the “Before” & “After” image, when FHL is amended, the amendment would be displayed in red and underlined in the “After” image of FHL.

Example 1: an FHL is amended by AAT staff (“FHL Amendment Status” = “Y”) in AIMS:

Schd Collection	Admin	House Manf.	mRCL	Enquiry	Truck Info	Misc	mULD	Logout
<b>FHL Log Enquire</b>								
<b>FHL Log Enquire After Image</b>								
AWB No	020-10937835	HAWB No	H003	FHL Amendment Status		Y		
HAWB Pc/Wt	30 / 300.0	Orig/Dest	HKG / FRA	Cont		AAT 002		
Inpitted by	aa100054	Source	AIMS	Amd Date		08NOV11 10:36		
SPL Code	VAL ECT							
SLAC	15							
<b>Shipper and Consignee Information</b>								
<b>Shipper Information</b>				<b>Consignee Information</b>				
Name	MISS JANJIRA PETDEE			Name	SHENZHEN HUIYUAN LOGISTICS CO LTD			
Addr	2/262, MOO1 TUNGSONGHONG RAKSEE, BANGKOK 10300 THAILAND			Addr	O/B HK ALLIN LOGISTICS GROUP LTD ROOM 1001 FOURSEAS BLDG NO. 208-212 NATHAN ROAD KOWLOON HK			
City	BKK	State		City	HONG KONG	State		
Ctry Code	TH	Postal Code	10300	Ctry Code	CN	Postal Code		
Contact ID/No				Contact ID/No				
<b>Notify Party</b>								
Name								
Addr								
City								
Ctry Code								
Postal Code								
Contact ID/No								
License								

Schd Collection	Admin	House Manf.	mRCL	Enquiry	Truck Info	Misc	mULD	Logout	
<b>FHL Log Enquire</b>									
<b>FHL Log Enquiry After Image</b>									
AWB No	020-10937835	HAWB No	H003	FHL Amendment Status		Y			
HAWB Pc/Wt	30 / 300.0	Org/Dest	HKG/FRA	Cont		AAT 002			
Spl Code	VAL ECT	Source	AIMS	Amd Date		08NOV11 10:36			
Inpitted by	aa100054								
SLAC	15								
<b>Shipper Information</b>									
Name	MISS JANJIRA PETDEE			<b>Consignee Information</b>					
Addr	2/262, MOO1 TUNGSONGHONG RAKSEE, BANGKOK 10300 THAILAND			Name : SHENZHEN HUIYUAN LOGISTICS CO LTD					
State:				Addr : O/B HK ALLIN LOGISTICS GROUP LTD					
City : BKK	Ctry Code : TH				ROOM 1001 FOURSEAS BLDG				
Postal Code : 10300				NO. 208-212 NATHAN ROAD					
Contact ID/No :				KOWLOON HK					
<b>Notify Party</b>									
Name :									
Addr :									
City :									
Ctry Code :									
Postal Code :									
Contact ID/No :									
License :									
Permit :									
Charges									
Curr Code :				Wt/Val Chrg : P					
Decl Val(Carr) :NVD				Decl Val (Ctm) :					
Remark :				Oth Chrg : P					
Free Text Desc				Insur Amt : XXX					
08Nov11 11:26									
Page 1 of 2									

## New Features

(3) Example 2: an FHL is amended by cargo agent (“FHL Amendment Status” = “N”) in AIMS:

Schd Collection	Admin	House Manf.	mRCL	Enquiry	Truck Info	Misc	mULD	Logout
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**FHL Log Enquire**

**FHL Log Enquire After Image**

AWB No	618-10508002	HAWB No	H001	<b>FHL Amendment Status</b>	<b>N</b>
HAWB Pc/Wt	20 / 200.0	Orig/Dest	HKG / SIN	Cont	VER002
Inputted by	kingofqq	Source	AIMS	Amd Date	10NOV11 10:08
SPL Code	ECT VAL				
SLAC					

**Shipper and Consignee Information**

Shipper Information		Consignee Information	
Name	TESTING SHIPPER	Name	TESTING COSIGNEE
Addr	xxx xxx xxx xxx xxx	Addr	xxx xxx xxx xxx xxx
City	HONG KONG	City	TPA
State		State	
Ctry Code	HK	Ctry Code	US
Postal Code		Postal Code	
Contact ID/No		Contact ID/No	

**Notify Party**

Name

Addr

City

Ctry Code

Postal Code

Contact ID/No

檔案(F) 編輯(E) 檢視(V) 視窗(W) 說明(H)

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**FHL Log Enquiry**

**FHL Log Enquiry After Image**

AWB No	618-10508002	HAWB No	H001	<b>FHL Amendment Status</b>	<b>N</b>
HAWB Pc/Wt	20 / 200.0	Org/Dest	HKG/SIN	Cont	VER002
Spl Code	ECT VAL	Amendment Date	10NOV11 10:08	SLAC	
Inputted by	kingofqq				
Source	AIMS				

**Shipper Information**

Name: TESTING SHIPPER

Addr: xxx  
xxx  
xxx  
xxx  
xxx

State:

City: HONG KONG Ctry Code: HK

Postal Code:

Contact ID/No:

**Consignee Information**

Name: TESTING COSIGNEE

Addr: xxx  
xxx  
xxx  
xxx  
xxx

State:

City: TPA Ctry Code: US

Postal Code:

Contact ID/No:

**Notify Party**

Name:

Addr:

City:

Postal Code:

Ctry Code:

Contact ID/No:

**License:**

Permit:

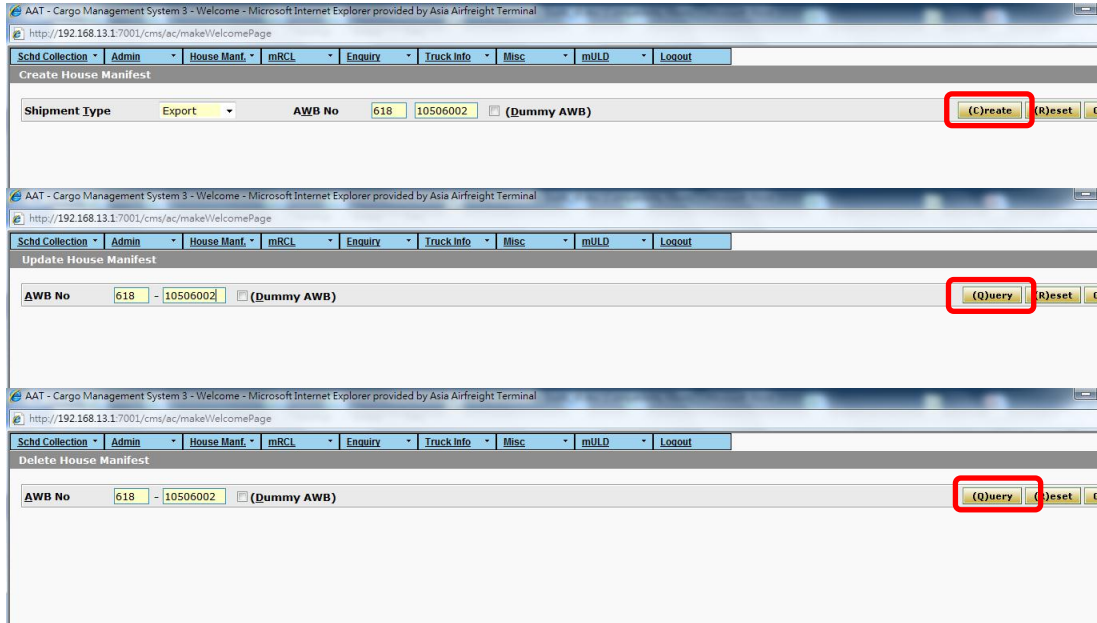
**Charges**

Curr Code:	Wt/Val Chrg:	P
Decl Val(Carr): NVD	Decl Val (Ctm):	NCV
Remark:	Oth Chrg:	P
Free Text Desc	Insur Amt:	XXX

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## New Features

(4) When AWB document had been submitted at AAT export counter, cargo agent could not create / update / delete house manifest in AIMS.



If clicking these buttons, an alert message will be displayed as:

