

Paper + Data (Data Image 5 Copy) Workflow

Phase

Receiving Facility

Ready for Signature

Signed

Send Data to e-Manifest System via APIs (Save/Update)

Access Dashboard for Receiving Facility in e-Manifest System

- Prerequisites
- Paper Manifest has all signatures and is ready to be submitted to the e-Manifest system
 - Users have previously registered to submit/sign data in the e-Manifest system

Select "Add Received Manifest" Option

Input Manifest Data/Upload Image

Select "Save" Button

Ready to Sign Now?

System Saves Manifest in "Ready for Signature" Status

Bulk Sign Manifests?

Certifier Accesses Bulk Sign Queue

Review Manifests to be Signed

Select Manifests to Sign and Electronically Sign Manifests

System Saves Manifest and Updates Status to Signed

Access Single Manifest to be Signed

Click "Review and Sign" Button

Review Manifest Data

Electronically Sign Manifest

