

# Export Cargo Management



## **INSTRUCTION: 'CONNECTING System Interface' SERVICE: Notification Export Documentation (exporters, forwarders)**

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## Why the 'Connecting System Interface' instruction?

This instruction serves to support the customer and software supplier in creating a fast and efficient System Interface connection for the desired service. It contains a step-by-step plan and all the required information to successfully set up the connection.

### Step-by-step plan

| Software Supplier – Information and implementation |   |   |
|--|---|---|
| 1.   | Information supplied by Portbase:   | - Instructions, message specifications, application forms and step-by-step plan for the connection process  |
| 2.   | Coordinating technical details, checking message structure and details with Interface Specialists | - Communication channel: e-mail address for error messages (for SMTP), contact details of software supplier |
| 3.   | Configuring PCS account in Account Management   | - Service Desk  |
| 4.   | Implementing test phase (non-production and chain)  | - Customer/software supplier<br>- Portbase: Interface specialists   |
| 5.   | Configuring PCS account in Message Configuration  | - Interface Specialist(s)   |
| 6.   | Support during implementation   | - Service desk and Interface Specialists  |

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## Introducing the service

As an exporter or forwarder, the service Notification Export Documentation enables you to easily notify all your customs export documents to the container terminals. Among other things, this applies to cargo that falls under the Export Control System (ECS) and outgoing cargo being shipped with an NCTS-document (T1, T2). The entire handling of customs documents can be done from the office. At the terminals, you are always assured of a fast and reliable service.

For detailed information about the service, we refer you to website which may be found at <https://www.portbase.com/en/services/notification-export-documentation/>

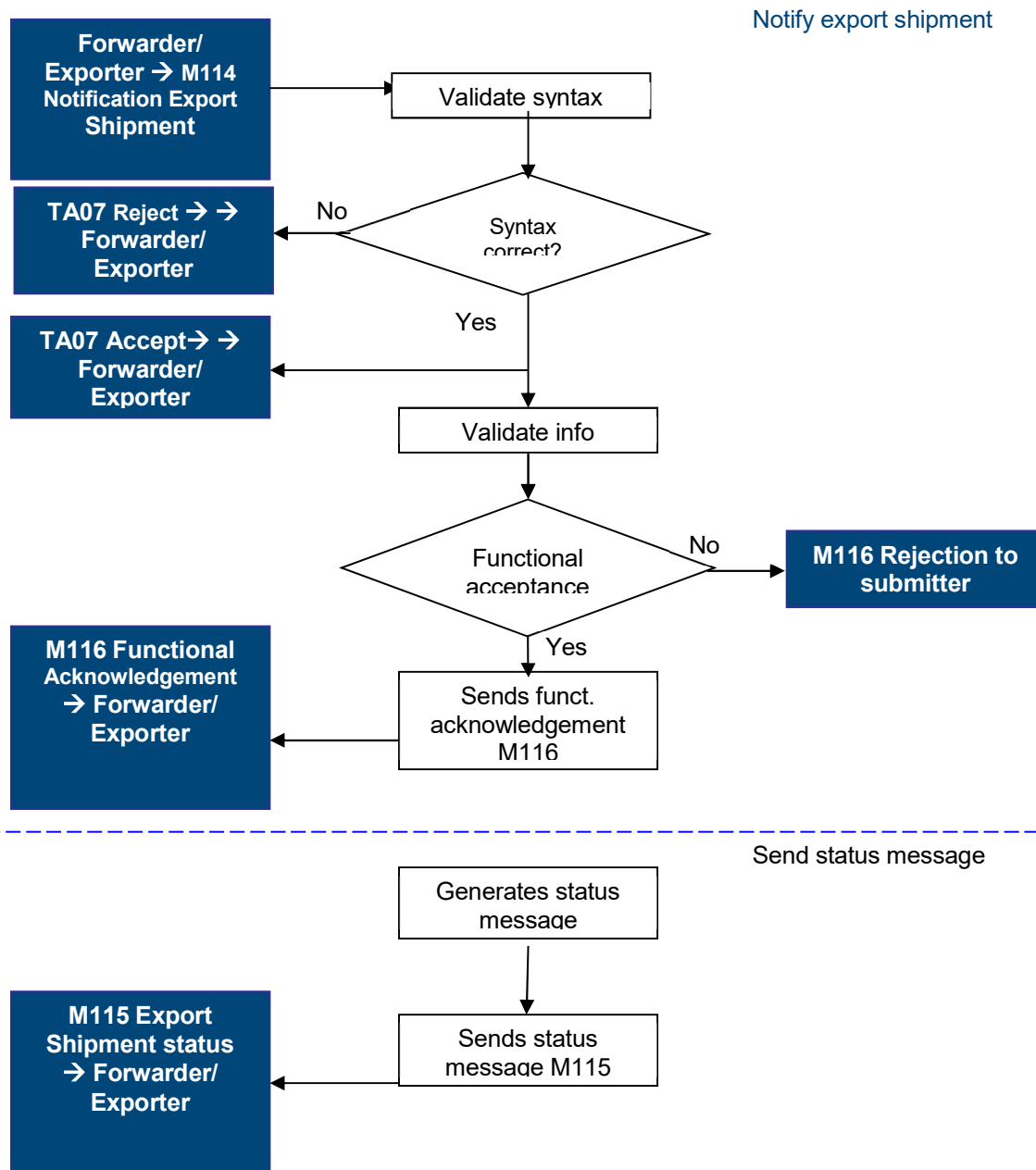
For an overview of all document types per terminal, we refer to “*Available document types*” which can be found at <https://support.portbase.com/en/services/notification-export-documentation/>

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## Process flow of the service

The logical process is graphically represented as follows:



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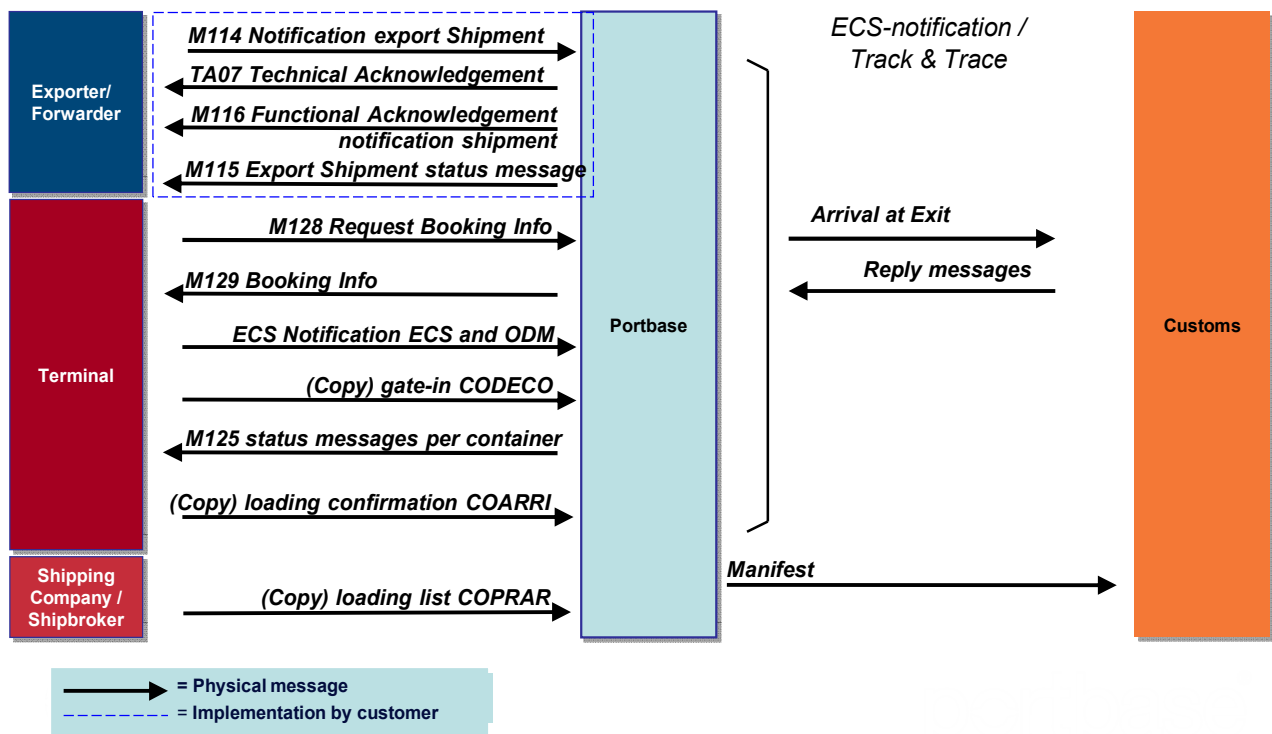


## Message flow of the service

### Message Flow: Connecting System Interface

Service: Notification Export Documentation (ECS Notification)

Export declaration



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## Communication channel

Portbase supports the following protocols:

- AS1 or SMTP

In order to use e-mail, the SMTP address should be set to [edi@pcs.portbase.com](mailto:edi@pcs.portbase.com).

- AS2 or HTTP

Information is available on request.

- AS3 or FTP

FTP documentation: see appendix.

- Web services

Connection through web services is message-based.

- MQ – Message Queue

This technology uses EAI; it allows server processes to communicate asynchronously.

## Dataset

If you also make use of the web screens in this service, we refer you to the instruction booklet for further explanation of their use (see My Portbase).

## Message specifications

Access to the message specifications for use by the software supplier/IT department may be requested from <https://www.portbase.com/en/interfaces/>.

## Troubleshooting

For this information, we refer you to the message specifications referred to above.

On matters of detail, you are advised to contact the Interface Specialists via the Service Desk.

## Contact

| Portbase contact persons | E-mail   | Phone                 |
|--------------------------|--|-----------------------|
| Interface Specialists    | <a href="mailto:interface.specialist@portbase.com">interface.specialist@portbase.com</a> | +31 (0)88 - 625 25 00 |

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## Appendix: PCS connection using SFTP

### Communicating with the PCS using SFTP (VLTrader, v0.1)

#### Introduction

Portbase offers their customers several ways of electronic communication to exchange messages between their own in-house system and our Port Community System (PCS). This document describes the procedure of pushing and pulling messages via the PCS SFTP channel.

#### Technical requirements

- The Portbase SFTP services only accept push/pull. This means that you are responsible to place and get the files in the directories.
- The maximum file size is 4 MB. Larger files will be rejected.
- Every customer may have only 100 MB of data on his server space. When you exceed that quota you will get a notification.
- Messages in the *cur* directory (upload and download) will be deleted after 7 days. You have the possibility to delete them earlier, though that is not preferred.

#### Procedure

The PCS SFTP server can be reached via [FTP.pcs.portbase.com](ftp.pcs.portbase.com). By the use of an SFTP client you can log on to this server with your username and password.

A file that is being downloaded or uploaded should always be in the *tmp* directory. In this directory, the file has a locked status and will not be removed.

After a successful download or upload, the file should be moved (not copied!) to the *new* or *cur* directory. In this case the file is unlocked so that it can either be processed or archived.

#### Step-by-step upload procedure

1. Upload the specific file to directory *upload/tmp/*
2. After successful upload: move the file to directory *upload/new/*
3. When moving the file to the *upload/new/*, the file will immediately be processed by the PCS. A Copy of the file will be stored in the *upload/cur/* directory.
4. After 7 days the file will be automatically deleted.

#### Step-by-step download procedure

1. Check the directory *download/new/* for new files to download.
2. Move the specific file to directory *download/tmp/*
3. Download the file from *download/tmp/*
4. Move the downloaded file to directory *download/cur/* to show that you have downloaded the file.  
After 7 days the file will be automatically deleted.