



## Add NRA Number when creating an HBL for shipment to/from USA

All World Shipping will be introducing some new procedures to ensure our agents remain in compliance with global shipping regulations.

For shipment to/from USA, NRA number will be required when creating an HBL to ensure that HBL's are tied to the appropriate NRA's. Please make sure you select related NRA Number for each of your HBL. The data can be presented to FMC for auditing purpose if required.

The new procedure will take place when you select "non-USA to USA" or "USA to non-USA" Shipment type.





## **HBL for Shipment from USA**

- 1. Login to AWS website using your WCA/GAA/Lognet/EGLN/IFC8 username/password.
- 2. Select 'MY REQUIRED DOCUMENTS'



- 3. Select Shipment Type 'USA to non-USA'.
- 4. Click 'HBL' -> 'New HBL' -> 'Create New'

Main Menu	Booking	MBL	HBL	Miscellaneous	Admin	Member Page	
			New HBL HBL Report	Create New     From MBL			
	You are entering Bookings, MBL The Booking an CMA-CGM, HA email you back The process be • To issue • To issue load. • To issue necessar The AWS HBL of (sanctioned course)	g the NEW AWS SHIF instructions and HBL d MBL information fo MBURG SUD, HAPA booking confirmation gins by clicking SELE Booking + MBL + HB the HBL only you skif the AMS or AFR + HI to forms will load. can only be used for L can be used for all co- intry list here).	HBL Report PMENT MODULE information flow from FCL shipments will b 3-LLOYD, MAERSK, s and MBL copies. CT SHIPMENT TYPE L select BOOKING ar the Booking and MB BL only you skip the B CL and FCL containe untries except countrie	From MBL one form to the next eli e sent directly to partici MSC, SAF MARINE, ZI is in the top left corner of ad the necessary forms L forms and just click H ooking and MBL modul rized cargo.	minating unnecessar ipating ocean carriers M). The carriers will : f the page. will load. BL and the necessar es and just click AMS S.Treasury Departmo	y input. s (APL, ANL, automatically y forms will s/AFR and the ent	



- 5. System will ask "Has a rate for your Shipment been filed in the AWS' NRA?
  - a. Click Yes, if you have already created the NRA.
  - b. Click No, system link you to create the NRA.

Main Menu	Booking	MBL	HBL	Miscellaneous	Admin	Member Page			
Has a rate for your Shipment that you wish to create a HBL for been filed in the All World Shipping NRA?									
Yes No									
MAIN MENU									

6. If you click Yes but system cannot find your existing NRA, system will prompt you to Create NRA. You must create NRA and once finished click Reload

Main Menu	Booking	MBL	HBL	Miscellaneous	Admin	Member Page				
To comply with EMC requirement you must submit NRA										
	Currently, you do not have any valid NRA. Please click 'Create' to continue.									
	After submitting NRA, please click 'Reload' to continue.									
			Rel	load						



- 7. System links you to HBL form.
- 8. You must Select NRA Number for this HBL and Click 'add>>' (you can click '<<remove' to unselect it) Note: If you have more than 1 Equipment Type, you must select more than 1 NRA Number.
- 9. Continue to input HBL data until complete.

Main Menu	Booking	MBL	HBL	Miscellaneous	Admin	Member Page	
NRA NUMBER*	add >> << remove	, ,	Please select NRA Or select the select If your HBL has mo If you have not yet number will appear	Number for this shipment ted NRA Number and click are than 1 Equipment type, submit NRA for this shipm , please select and contin	and click add>>. < < <remove it.<br="" to="" unselect="">you must select more tha ent, click here. Once fin ue to create HBL.</remove>	n 1 NRA number. ished, please <mark>Reload</mark> pa	age and your new NRA
SHIPPER : [select 1	template] ect template]			Document Number	: House N/A	BL Number :	A
NOTIFY PARTY (N	ame and address) :	[select template]		POINT(STATE) OF OF	RGIN OR FTZ NUMBER		6
PRE-CARRIAGE BY Export Vessel / Voyage PORT OF DISCHARGE	PL PO • [Request] •	ACE OF RECEIPT BY PRI RT OF LOADING <b>* (Requ</b> ACE OF DELIVERY	LOADING	CARRIER SOL S PIER/TERMINAL		CT REFERENCE	

- 10. Click '**Preview**'
- 11. Click 'Approve/Save'



## **HBL for Shipment to USA**

- 1. Login to AWS website using your WCA/GAA/Lognet/EGLN/IFC8 username/password.
- 2. Select 'MY REQUIRED DOCUMENTS'
- 3. Select Shipment Type 'non-USA to USA (AMS)'.
- 4. You must complete your AMS transmission first.
- 5. Click 'AMS' -> 'AMS Report' -> 'Show all AMS'

Main Menu	Booking	MBL	AMS	HBL	Miscellaneous	Admin	Member Page
	•		New AMS+HBL				
			AMS Report	Show all AMS			
				Show only non2u	IS		
	(						
	You are enterin Bookings, MBL The Booking ar CMA-CGM, HA email you back	g the NEW AWS SHIF instructions and HBL Id MBL information for MBURG SUD, HAPA booking confirmation:	PMENT MODULE information flow from r FCL shipments will b G-LLOYD, MAERSK, s and MBL copies.	one form to the next e e sent directly to parti MSC, SAF MARINE, 2	liminating unnecessa cipating ocean carriers ZIM). The carriers will	ry input. s (APL, ANL, automatically	
	The process be • To issue • To issue load. • To issue necessa	gins by clicking SELE Booking + MBL + HB the HBL only you skip the AMS or AFR + Hf ry forms will load.	CT SHIPMENT TYPE L select BOOKING an o the Booking and MB BL only you skip the B	in the top left corner of the necessary forms L forms and just click l ooking and MBL modu	of the page. s will load. HBL and the necessai ules and just click AMS	ry forms will S/AFR and the	
	The AWS HBL The AWS HBL (sanctioned cou	can only be used for L can be used for all cou intry list <b>here</b> ).	CL and FCL containe untries except countrie	rized cargo. es sanctioned by the L	J.S.Treasury Departmo	ent	

## 6. Click 'Create B/L'

				AMS Repor	t		
	/			Search			
			House Bill Number Maste	(B/L number) r Bill Number Last Update			
	House Bill Number	Master Bill Number	Place of Receipt	Port of Discharge	Last Update	Status	Remarks
ate B/L dit AMS ete AMS	AWSL003544	123456789	BANGKOK , THAILAND	LOS ANGELES, CALIF.	29 Aug 2005	SUBMITTED	SUBMITTED TO U.S. CUSTOMS
	AWS0001847	123456789	BANGKOK , THAILAND	LOS ANGELES,	29 Aug 2005	DELETING	Sent delete information to AMS

MAIN MENU

- 7. System will sync AMS data to HBL form.
- 8. Select NRA Number for this HBL and Click 'add>>' (you can click '<<remove' to unselect it)



Note: If you have more than 1 Equipment Type, you must select more than 1 NRA Number. 9. Continue to modify HBL data until complete.

Main Menu	Booking	MBL	HBL	Miscellaneous	Admin	Member Page	
NRA NUMBER *			Plazas solast NP/	Number for this shipmont	and disk adds.		
N103360	add >> < <re>&lt;</re>	•	Or select Why Or select the select If your HBL has m If you have not yet number will appea	A Number for this sinjprimit cted NRA Number and click ore than 1 Equipment type t submit NRA for this shipm r, please select and contin	and dick add>>. < < <remove it.<br="" to="" unselect="">, you must select more that ent, click here. Once fin ue to create HBL.</remove>	n 1 NRA number. ished, please <mark>Reload</mark> pa	ige and your new NRA
SHIPPER : [select	template]			Document Number	: House	BL Number :	
				EXPORT REFERENCE	ES		
	ect template]			DESTINATION AG	FNT · Iselect template	1	
			<i>i</i> ,	POINT(STATE) OF OF	RIGIN OR F T Z NUMBER		
NOTIFY PARTY (N	ame and address)	: [select template]		EXPORT INSTRUCTION	DNS :		
							4
PRE-CARRIAGE BY	Р	LACE OF RECEIPT BY PRE	E-CARRIER OCEAN	CARRIER * SOI		CT REFERENCE	
Export Vessel / Voyage	Р	ORT OF LOADING * [Requ	LOADIN	IG PIER/TERMINAL			
PORT OF DISCHARGE	* [Request] P	LACE OF DELIVERY	TYPE O Port To	F MOVE *	~		

12. Click '**Preview**'

13. Click 'Approve/Save'

