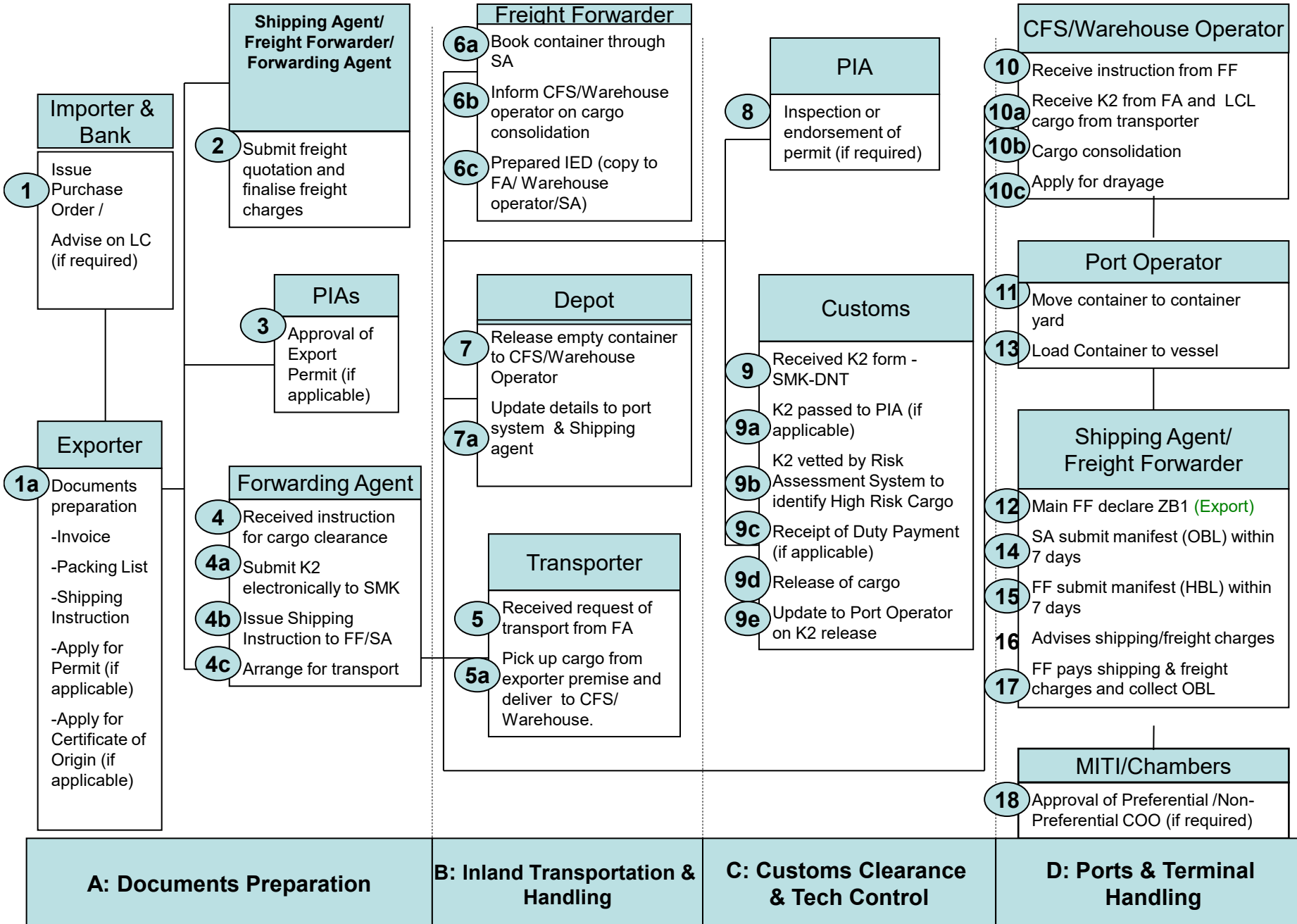


AMBER IncoDoc Export Flow for LCL Cargo (Port Klang) console cargo

Attachment 1A

- Legend (Export FLOW):
1. LCL - Lesser than Container Load
 2. LC - Letter of Credit
 3. PIA - Permit Issuing Agencies
 4. SA - Shipping Agent
 5. FF - Freight Forwarder
 6. CFS - Container Freight Station
 7. SMK - Sistem Maklumat Kastam
 8. OBL - Ocean Bill of Lading
 9. HBL - House Bill of Lading
 10. COO - Certificate of Origin
 11. IED - Integrated Export Document



No	Process Flow	Document	Process Time	Cost
1	Importer issues purchase order to exporter. An LC advise is issued by the bank (for applicable shipments)	- Purchase Order - Letter of Credit	2 Working Days (LC Advise)	
1a	Exporter prepares commercial invoice, packing list & shipping instruction (after the order is confirmed) - Shipping booking can be done in advance - Shipping instruction when all details are available - Apply for Export Permit from PIA (if applicable) - can be done in advance. - Exporter applies for Certificate of Origin if applicable: i preferential (e.g. CEPT) from MITI ii non-preferential from Chamber of Commerce	- Invoice - Packing List - Shipping instruction - Export Permit - COO - Invoice/ PL/ BL/ K2 required when applying for COO	1 Day (Document Preparation) Overall 2 days	
2	Submit freight quotation and finalise freight charges with shipper - Received and accept booking from shipper - Provide shipper with booking confirmation * Freight quotation and freight charges can be done in advance.	Freight Quotation Shipping instruction	1 Day	
3.	PIA approves export permit (if applicable)	Export Permit		No Cost
4	Forwarding agent received instruction from exporter for cargo clearance	Export Permit	Overall - 2 days	No Cost
4a	Prepare K2 Form and submit to Customs through SMK-DNT Net interface	Invoice Packing list	5 - 20 min	RM 0.88 per KB RM 30
4b	Issue shipping instruction to Freight Forwarder or Shipping Agent		20 min	
4c	Forwarding Agent arranges for transport by submitting request of transport company		10 min	
5	Freight Forwarder books container through Shipping Agent		5 min	
5a	Freight Forwarder informs CFS/ Warehouse operator on cargo consolidation		10 min	
5b	Freight Forwarder prepares IED with copy to Forwarding Agent, CFS/ warehouse operator and Shipping Agent (4copy IED)		20 min	
6	Transport company received request of transport from Forwarding Agent		10 min	
6a	Lorry driver picks up cargo from Exporter's premise and delivers to designated CFS/ Warehouse		4 Hours	

A

B

No	Process Flow	Document	Process Time	Cost
6b	Freight Forwarder inform CFS/ Warehouse operator on cargo consolidation			
6c	Freight Forwarder IED (copy to FA/ Warehouse Operator/ SA)			
7	Haulier pick up empty container from Depot & delivers it to CFS/ Warehouse		2 hours	
7a	Depot updates container number to booking in Port System and Shipping Agent		10 Min	
8	The relevant government agency will carry out cargo inspection or endorsement of the export permit if required.	K2 Export Permit	8 Hours (if inspection required)	
9	Customs received printed K2 declaration and supporting documents from Forwarding Agent. (Applicable to parallel transactions only - not applicable in Paperless)	K2, Invoice Packing List, IED Export Permit	2 - 5 min	No Cost
9a	K2 is channeled by Customs to PIAs if required. Inspection or endorsement of permit by PIA (if applicable)	K2 Export Permit	2 - 5 min	No Cost
9b	K2 declaration is vetted by Risk Assessment System and 'High Risk' Cargo will be identified for control procedure (documentary check, inspection by scanning or physical inspection)	K2	Electronic: Nil Manual: 5 min	No Cost
9c	Payment of duty or cess, where applicable, either by Electronic Fund Transfer or manual	K2 Bank Draft Cheque	EFT: 20 - 60 min	EFT charges: RM 8.00 per transaction
9d	Approval/ Release is given automatically after full payment of Duty is received by Customs	K2 COR (Paperless)	2 - 5 min	No Cost
9e	K2 release information is transmitted to Port Operator by Customs		30 min	No Cost
10	CFS/ Warehouse Operator received instruction from Forwarding Agent on consolidation of LCL cargo		10 min	
10a	Receive processed K2 from Forwarding Agent and LCL cargo from lorry driver		2 hours	
10b	Consolidate cargo and stuff into container		2 hours	
10c	Apply for drayage	Drayage Request Form	5 Min	

C

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AMBER IncoDoc **Export Flow for LCL Cargo (Port Klang) console cargo**

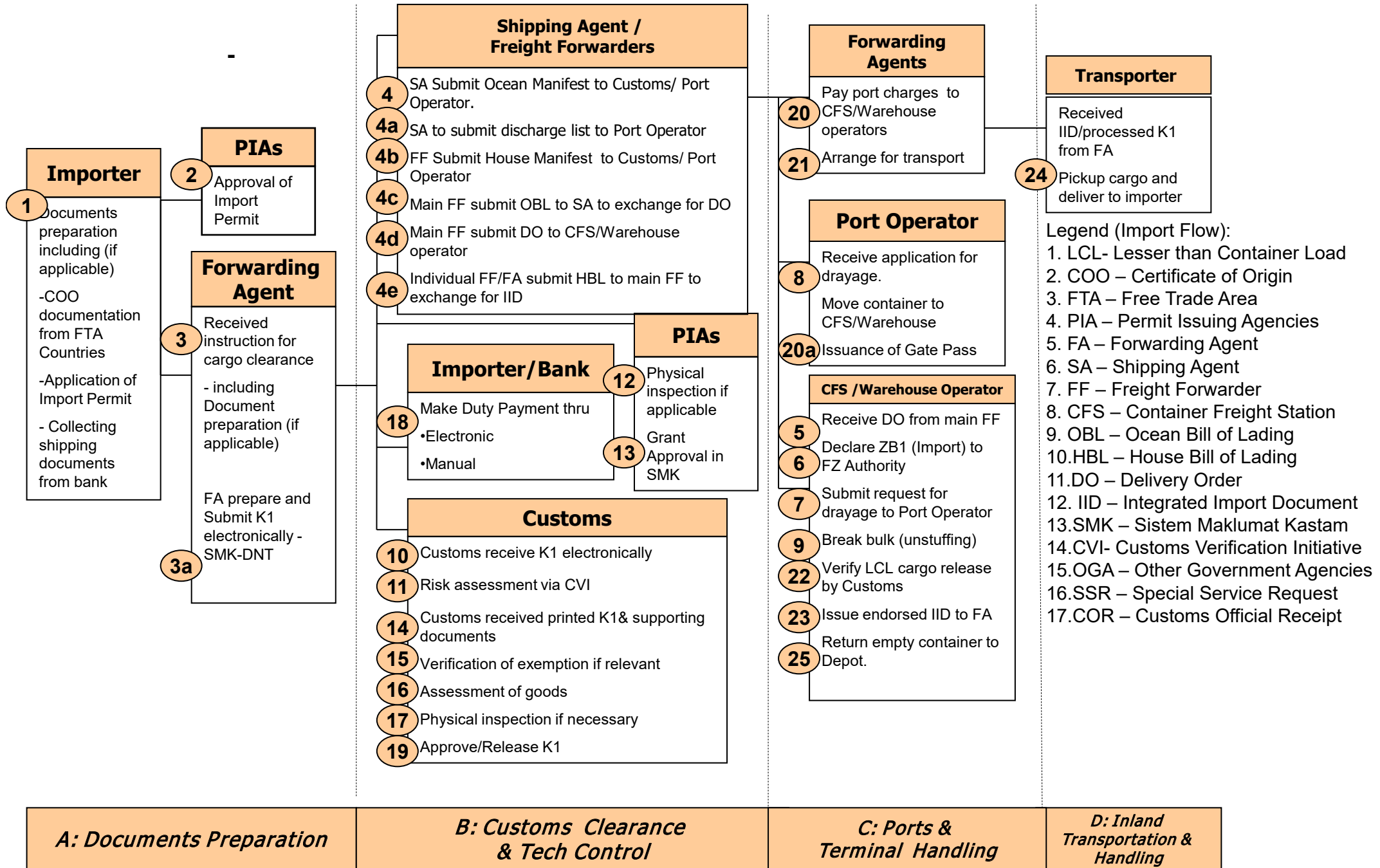
No	Process Flow	Document	Process Time	Cost
11	Port operator makes arrangement to move container from CFS/ Warehouse to container yard		30 Min	
12	Main Freight Forwarder declares ZB1 to Free Zone Authority (ZB1 submitted electronically, paperless)	ZB1 (export)		
13	Port Operator loads container to vessel	Load list	10 Min	
14	Shipping agent submits export manifest (OBL) Manifest electronically to electronically to Customs within 7 days after vessel departure	Manifest	5 Min	
15	Freight Forwarder submits export manifest (HBL) electronically to Customs within 7 days after vessel departure	Manifest	5 Min	
16	Freight Forwarder advises shipping & freight charges to shipper and/ or forwarding agents	Freight Invoice	10 Min	
17	Freight Forwarders pays shipping & freight charges and collect OBL Freight Forwarders will issue their HBL to exporters or Forwarding Agent	Bill of Lading	10 Min	
18	Approval of Preferential/ Non-Preferential COO (if required)	Certificate of Origin	30 Min	

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* Time taken for processes 14 to 18 are not measured as only internal processes once ship has departed

AMBER IncoDoc Import Flow for LCL Cargo (Port Klang) console cargo



AMBER IncoDoc Export Flow for LCL Cargo (Port Klang) console cargo

No	Process Flow	Document	Process Time	Cost
4d	Main Freight Forwarder informs CFS/ Warehouse Operator on break-buking through Delivery Order	Delivery Order	Pre-arrival	No Cost
4e	Individual Freight Forwarder or Forwarding Agent submits House BL to Main Freight Forwarder to exchange for Integrated Import Document	IID	Pre-arrival	No Cost
5	CFS/ Warehouse Operator received instruction from Freight Forwarder on break-bulking	Delivery Order	Pre-arrival	No Cost
6	Freight Forwarder or CFS/ Warehouse Operator declares form ZB1 to Free Zone Authority	ZB1 (Import)	Pre-arrival	No Cost
7	CFS/ Warehouse Operator submits request for drayage to Port Operator	Drayage Request Form	4 Hours	No Cost
8	Port Operator approves application for drayage and makes arrangement to move container to relevant warehouse.		4 Hours	EMC Charges 20' : RM65 40' : RM100
9	CFS/ Warehouse Operator carries out unstuffing of container and break-bulking of cargo		LPK & Terminal operator to provide inputs 4 Hours	
10	Customs coputer system (SMK) automatically processes & registers K1 and send response back to forwarding agent with registration number	K1 Form	Response Time: 5 - 20 min	EDI Charges RM 0.88 per KB
11	Risk assessment on K1 done by Customs Verification Initiative (CVI) Unit at Customs Headquarter to identify high risk consignments		Electronic: NIL Manual: 5 Min	Process of doin- No-cost
12	Forwarding agent informs OGA of the arrival of cargo & submits the relevant permit to OGA Physical inspection if applicable will be done at the relevant warehouse	K1 Form PIA Permit	OGA Inspection time: 30 Min	No Cost
13	If no physical inspection, OGA will grant approval in SMK	K1 Form	2 - 5 Min	No Cost
14	Customs received Form K1 and supporting documents for Customs Clearance: A) Basic supporting documents: Invoice, Packing List, and IID B) Other supporting documents such as permit, Certificate of Origin, CJ5/CJ5A depending on transaction type (Applicable to parallel transactions only - not applicable in Paperless)	K1 Form Invoice Packing List IID Permit COO CJ5/ CJ5A BG/ G Bond	2 - 5 Min	No Cost

B

AMBER IncoDoc Export Flow for LCL Cargo (Port Klang) console cargo

No	Process Flow	Document	Process Time	Cost
15	For those consignments claiming Treasury/ LMW exemption, K1 and supporting documents have to be submitted to Import Branch, North Port for the verification exemption	K1 Treasury Exemption Letter	15 - 30 min depending on number of items	No Cost
16	Assessment of goods by Senior Customs Officer to determine duties/ taxes payable which includes the following processes: A) Verificaiton of particulars declared against supporting documents B) Instruction for physical inspection if necessary C) Classification/ Valuation D) Approval/ Release	K1 Form Invoice, Packing List IID Permit COO CJ5/ CJ5A	5 - 20 Min	No Cost
17	Physical/ CIV inspection involves the following processes: A) Preparation for inspection such as submitting IID to warehouse operator and engaging "carpenter" to open packages. B) Actual physical/ CVI inspection * CVI if applicable	K1 Form IID	30 Min	Labour Charges: RM 10.00
18	Forwarding agents pays import duty on behalf of Importer via: A) Electronic Fund Transfer (Which is only available during banking hours) B) Duty Net (24 x 7, through CIMB) C) Financial Service Patment Gateway; or Manual (through cheque or bank draft)	EFT Message: PAYORD CREMUL CREADV Manual: bank draft or cheque	A) EFT: 20-60 Min (different from Bank to Bank) B) Duty Net: Real time Basis C) Manual: 30 Min	EFT Charges: RM8.00 per transaction Actual Charge RM15 per transaction
19	Customs receipts the K1 and Senior Customs officer signs off the K1 form to authorize release of cargo. (Applicable for parallel transactions) If paperless transaction: A) Auto-release after payment of duty/tax B) Printing of Customs Official Receipt (COR)	Processed K1 COR	2 - 5 Min	No Cost
20	Forwarding Agent pays port charges to CFS/ Warehouse Operator	IID		No Cost
21	Forwarding Agent contacts transport company and arranges for transport. Upon confirmation, documents such as Delivery Order (prepared by FA), IID and processed K1 will be passed to the transport company. Lorry will be sent to pick up the cargo.	Delivery Order IID Processed K1 Copy of COR (paperless)		No Cost

B

No	Process Flow	Document	Process Time	Cost
22	CFS/ Warehouse operator verifies IID/ processed K1 submitted by lorry driver and after tallying proceed to load cargo onto the lorry		60 minutes	No Cost
23	After loading, IID/ Gate Pass will be endorsed by CFS/ Warehouse operator and given to lorry driver/ Forwarding Agent for gate release.	IID/ Gatepass	5 - 10 Min	No Cost
24	Lorry driver delivers carto to importer	IID/ Gatepass Delivery Order	Depend the distance Feedback from Northport	According to the zones
25	CFS/Warehouse Operator informs Shipping Agent to return empty container to pre-designated depot.		Within 12 hours	

} **B**