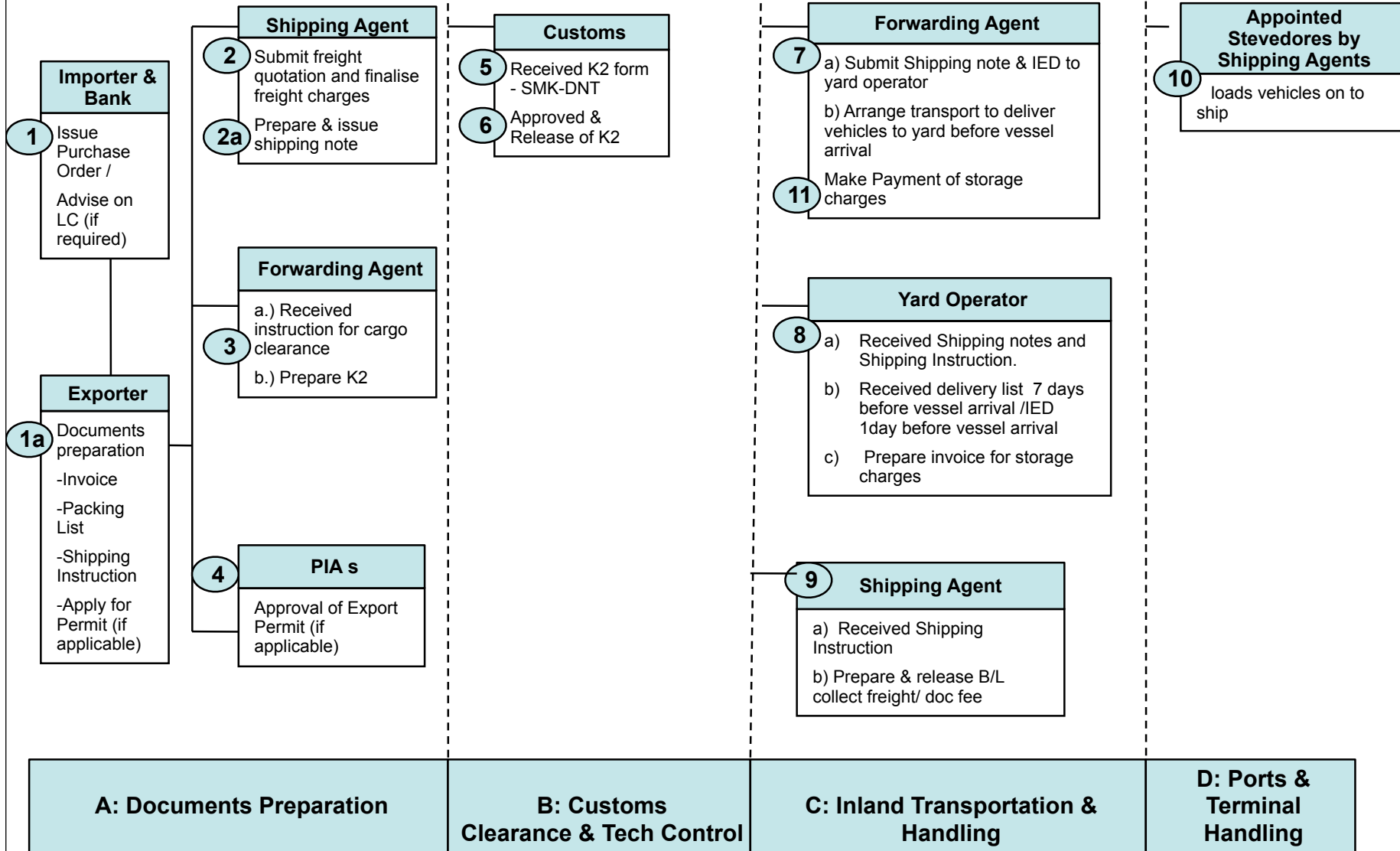


EXPORT FLOW RO-RO (PORT KLANG)



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	2 Working Days (LC Advise)	
1a	<p>Exporter prepares commercial invoice, packing list & shipping instruction (after the order is confirmed)</p> <p><i>*Shipping booking can be done in advance</i></p> <p><i>*Shipping instruction when all details are available</i></p> <p>Apply for Export Permit from PIA (if applicable)</p> <p><i>* Export Permit can be done in advance</i></p>	<p>Letter of Credit</p> <p>Invoice</p> <p>Packing list</p> <p>Shipping instruction</p>	<p>1 Day (Document Preparation)</p> <p>Overall – 2 days</p>	
2.	<p>SA Submit freight quotation and finalize freight charges with shipper.</p> <ul style="list-style-type: none"> - Receive and accept booking from shipper. - Provide shipper with booking confirmation. <p><i>*Freight quotation and freight charges can be done in advance</i></p> <p>SA Prepares and issue shipping note</p>	<p>Freight Quotation</p> <p>Shipping instruction</p>		
2a.		Shipping note	30 min	
3	<p>a.) Exporter books container with shipping agent through forwarding agent</p> <p>b.) Prepare K2 Form</p>	Export permit	Overall – 2 days	
4	PIA approves export permit (if applicable)	Export		

A

No	Process Flow	Document	Process Time	Cost
5	FA submits electronic K2 form (through SMK-DNT), (it takes around 1 hour to prepare a K2 for 10 items, transmit and receive customs response with registration number)	K2 form	30 min – 1 hour	0.88/kb
6	Approved and release K2	K2	10 min.	No cost
7	a) FA will submit book note and IED to terminal operator (yard)	-Book note & IED	Depending on number of vehicles	No Cost
	b) FA will arrange transport to deliver vehicles to yard before vessel arrival.	-IED Delivery List	3-5 days before vessel arrival	Trucking/ Transport tariff
8	a) Terminal Operator (yard) will receive Book Note and Shipping Instructions (S.I.) from FA b) Yard will receive delivery list 7day before vessel arrival and IED 1 day before vessel arrival to prepare cargo to be loaded on board c) Yard operator will prepare invoice for storage charges	-Book Note & S.I. -Delivery list and IED -Invoice for storage	Received 1/2 days before vessel arrival	



B



C

No	Process Flow	Document	Process Time	Cost
9	a) SA received shipping instruction b) SA prepare & release BL and collect documentation fee	Bill of Lading	30 mins	MYR110 –B/L MYR30 – EDI fee
10	Port operator loads vehicles on board vessel			
11	FA makes payment of storage charges	Invoice	After vessel sails	Vehicles – MYR8 per unit/day Heavy vehicles- MYR10 per unit/day

} **D** }

Legend (Export and Import Flow):

- PIAs - Permit Issuing Authorities
- IID – Integrated Import Documents
- K2 Form- Customs declaration form for export
- K1 Form- Customs declaration form for import
- DNT- Dagang Net Technologies (e-service provider)
- SMK-DNT- Electronic data interchange system used by Customs for export declaration
- FA – Forwarding Agent
- SA – Shipping Agent