

# Administrator Technical Guide - Message Specification



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## ComTrac

**Note:** we recommend Administrators also read the **ComTrac Customer User Guide**. Download it from [www.1-stop.biz](http://www.1-stop.biz).



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## 1 HOW TO USE THIS GUIDE

### 1.1 Confidentiality

The information contained in this document is for Administrators of 1-Stop services only. Copyright remains with 1-Stop. No unauthorised copying or distribution of the document or any part of its contents is permitted.

If you have any questions about the use or distribution of this document, call the 1-Stop Helpdesk on 1300 881 055.

### 1.2 Purpose of this guide

This guide is for Administrators of 1-Stop's services. It is intended as a:

- training resource when you purchase 1-Stop's services; and
- reference guide, if you need help to perform specific tasks.

Information about solving problems is included at the end of this document. If you need extra help you can:

- check the FAQs in the 'Help' tab on our website at [www.1-stop.biz](http://www.1-stop.biz); or
- contact the Helpdesk on 1300 881 055.

### 1.3 What's new and what's changed

The information contained in this guide is current as at May 2011 and reflects all changes to the user interface up to that date. If you think you may not have the most up to date User Guide, check the downloads available under the ComTrac service at [www.1-stop.biz](http://www.1-stop.biz).

### 1.4 User Guide name and version number

Updates to User Guides are made each time a new version of the service is released.

This is: **ComTrac-ADM-Technical Guide version 1**

## 2 ABOUT 1-STOP

### 2.1 Who is 1-Stop?

1-Stop is an information communications technology (ICT) company that provides services to businesses involved in the import and export of goods to and from Australian ports. We are based in Sydney and our services are used all over Australia and in Auckland, NZ. Our customers include:

- terminal operators (stevedores);
- shipping lines;
- Australian Customs Services and Australian Quarantine and Inspection Service;
- container depots;
- importers and exporters;
- freight forwarders and agents;
- road carriers; and
- rail operators.

### 2.2 What does 1-Stop provide?

Our ICT solutions permit the exchange of data via the web or by electronic data interchange (EDI), for purposes such as container and vessel tracking, vehicle bookings to collect and deliver cargo at terminals, Electronic Import Delivery Orders (EIDOs), Pre Receival Advices (PRAs), invoice and payments systems, and much more. For a full list of our services, go to [1-Stop Services](#).





## 2.3 Why use 1-Stop services?

1-Stop services are an important part of the logistics supply chain. We're integrated with ports and terminals all over Australia. Every day our community of users grows.

1-Stop customers enjoy:

- efficient and 'real time' transactions between community members;
- improved data quality;
- clear, visible data about vessel and container movements;
- easy reporting to Australian Customs Services to meet regulatory requirements;
- time and cost savings, thanks to automation of repetitive transactions;
- better ability to respond to their customers; and
- improved business efficiency, due to the 'one-to-many' solution — access one system to do business with many providers.



## 3 ABOUT COMTRAC

### 3.1 What is ComTrac?

The ComTrac service delivers fully integrated container event and schedule feeds for the Australian and New Zealand logistics community.

The efficient movement of containerised sea freight requires up to date, reliable and detailed movement information about vessels and containers. A reliable, accurate information supply is also essential in order for customers to feel confident they are complying with legislative requirements. Customers can be proactive with the container management process, meaning greater efficiency and lower costs.

Key ComTrac features include vessel feeds and container movement events.

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#### 3.1.1 Vessel Feeds

An electronic vessel schedule is updated every two hours or daily to ensure reliability. It includes:

- Vessel names, voyage and Lloyds numbers.
- Estimated and actual arrival and departure times.
- Terminal operator and ports of call and discharge.
- Export receipt start and cut off dates.
- Import availability and storage start dates.

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#### 3.1.1 Container Movement Events

Container movement events are for both import and export containers.

For import containers, ComTrac provides the following automated events alerts:

- On board vessel: know which vessel the imported container is on before its arrival in Australia. An essential tool in the management of transshipment containers.
- Discharge off vessel: the date and time the container was off loaded from the vessel available within minutes of it occurring.
- Import available: know immediately when your container becomes available.
- Customs: know when your container is cleared or held by Customs.



- Gate out: the date and time the container left the terminal either by road or rail.

For export containers, ComTrac provides the following automated events alerts.

- Export preadvice: container has been approved for receipt at the gate.
- Gate in: the date and time the container arrived at the gate, either by road or rail.
- Load: the date and time the container was loaded onto the vessel available within minutes of it occurring.

Refer to [ComTrac Overview Online](#) for further service information.

### 3.2 Who uses ComTrac?

Road Carriers, Freight Forwarders and Customs Brokers are typical customers who benefit from ComTrac service.

Key industry software providers also integrate with ComTrac B2B interface into their software packages used to manage the container movement, providing alert and notification service to their end users.

### 3.3 Why is ComTrac used?

Customers use ComTrac for

- Tracking - tracking vessel / container movements; and
- Planning - planning operational work flow

The following table provides a nutshell view on business usage of each ComTrac event.

Event Name	Business Usage - Tracking or Planning	Reason
Export Preadvice	Planning	Carrier needs to know that Terminal has accepted PRA so they can arrange delivery of container to Terminal.
Gate In	Tracking	Road Carrier / Forwarder / Broker can monitor when a truck or container has arrived at a facility
Load	Tracking	Exporter / Freight Forwarder can confirm when export container has been loaded onto Vessel





On Board Vessel	Tracking	Forwarder / Broker has confirmation of the correct Vessel / Voyage and can commence clearance
Discharge Off Vessel	Tracking	Road Carrier / Forwarder / Broker can monitor container movement and keep customer informed
Customs	Planning	Road Carrier can monitor import status which facilitates successful collection of container at terminal
Gate Out	Tracking	Road Carrier / Forwarder / Broker can track container movement
Actual Vessel Arrival	Tracking	Forwarder / Broker can inform customer of movement. Also a key milestone in KPI measurement
Import Available	Tracking and Planning	Road Carrier / Forwarder / Broker. Carriers can book slots and all can expect delivery in coming days
Dehire	Tracking	All supply chain participants can monitor when a container has returned to an empty container park for dehire



## 4 TERMS OF USE

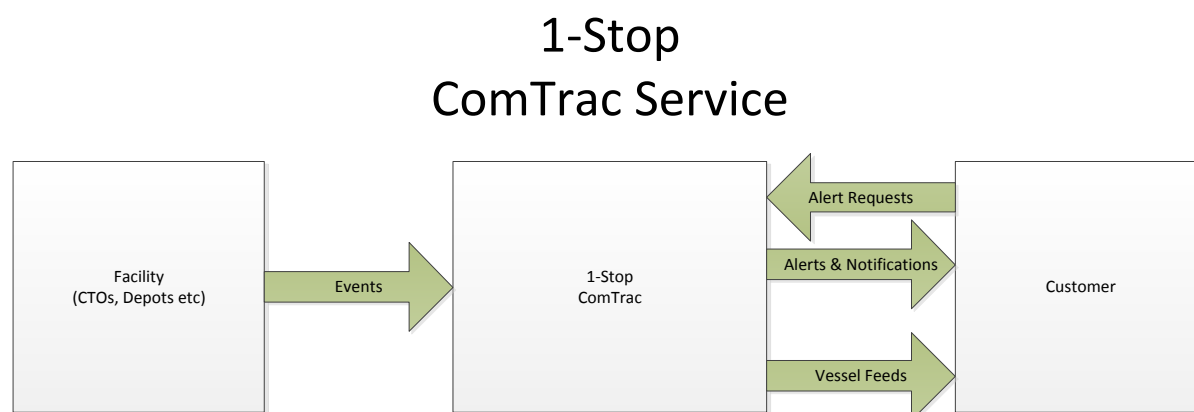
All 1-Stop products have Terms and Conditions of use. If you are a new user of web-based services, you'll be asked to agree to these when you sign in.

Downloadable copies of some of our [Terms and Conditions](#) are available on our website.

## 5 HOW COMTRAC WORKS WITH YOUR SYSTEM

### 5.1 Message Flow

ComTrac provides Alerts and Notifications and Vessel Schedule messages to customers.



1. Container events and Vessel schedules are received by 1-Stop from facilities and these events and schedules are stored in the 1-Stop database.
2. ALERT REQUESTS (CSV format) are received from customers via email
3. Matching ALERTS and NOTIFICATIONS are sent to customers:
  - a. Either as an Email (Information is in the Email body)
  - b. OR as an Email with a CSV Attachment - 2 formats to choose from for CSV attachment (Standard format or Alternative Format)
4. If configured, Vessel Schedule/Routing files are also sent out periodically to the customer.

### 5.2 ALERT REQUEST CSV FORMAT

#### 5.2.1 ALERT REQUEST CSV Data Requirements

- The filename will be ALERT\_YYYYMMDDHHMM.csv
- After the Alert request file has been prepared it is sent as a plain text email attachment to [alerts@edi.1-stop.biz](mailto:alerts@edi.1-stop.biz)
- Email Subject : Alert Request



- The file format is a CSV (Comma Separated Variable length) comma delimited file and with double quotes around each field.
- Each record is separated by Line Feed/Carriage Return characters.
- All data to be in UPPERCASE - except UserID, PIN and email address which can be a combination of upper and lower case alpha-numeric

### 5.2.2 What is the ALERT REQUEST CSV for?

The Alert Request CSV is the file that clients send to request for a notification about a event(s) for a container or vessel. The message specification shows clients what the required fields are in order for them to send a alert request.

### 5.2.3 ALERT REQUEST CSV Message Specification

General Format:

ABN,UserID,PIN,ReturnEmailAddress,CATEGORY,EVENT\_TYPE,EVENT\_PLACE,PERSISTENT\_FLAG,ALERT\_BY\_DATE,ALERT\_BY\_TIME,VALUE,USER\_REFERENCE,COUNTRY\_CODE

Field Name		Length	Type	Defintion
ABN	M	11	Numeric	Australian Business Number or equivalent 1-Stop website access code. <b>Eg: 58102573544</b>
UserID	M	35 max	String	1-Stop website access code which is confirmed after registration on the site. <b>Eg: User007</b>
PIN	M	35 max	String	1-Stop website access password which is confirmed after registration on the site. <b>Eg: Pin008</b>
Return Email Address	M	35 max	Email Address	A valid email address to send the Alerts to. Various special characters allowed - @ _.- No commas allowed <b>Eg: SenderName@Home.com</b>
Category	O	9 max	String	This field can only be: - <b>CONTAINER</b> (default if not specified) or <b>VESSEL</b> This file must send only one type of category at a time. Eg either all CONTAINER or all VESSEL
EventType	O	16 max	String	<b>EventType Codes</b> Depends on the Category... <b>CONTAINER Event Types: -</b>



				<ul style="list-style-type: none"> <li>• <b>ANY</b> - Event Type (default if not specified)</li> <li>• <b>GATEIN</b> - to a facility</li> <li>• <b>GATEOUT</b> - off a facility</li> <li>• <b>LOAD</b> - on to a vessel</li> <li>• <b>IMPORT PREADVICE</b> – container On Board Vessel heading to Australia</li> <li>• <b>EXPORT PREADVICE</b> - an ACCEPTED PRA has been submitted (for AUSTRALIA only)</li> <li>• <b>ACTUALVESSELARRIVAL</b> – arrival of the vessel that the container is on</li> <li>• <b>DISCHARGE</b> - from a vessel</li> <li>• <b>IMPAVAILABLE</b> – an import container is available for pickup from the stevedore</li> <li>• <b>CARST</b> – Australian Customs' Import Container Status (CARST Message) ← (for Australia only)</li> <li>• <b>DEHIRE</b> – The return of an empty container at the container park/depot.</li> </ul> <p><b>VESSEL event types</b> require the Lloyds number to be specified in the Value field: -</p> <ul style="list-style-type: none"> <li>• <b>SCHEDULED</b>– a new vessel is schedule;</li> <li>• <b>EXPRECEIVALSTART</b> - Export Receival Starts date;</li> <li>• <b>EXPCARGOCUTOFF</b> - Export Cargo cut off date;</li> <li>• <b>EXPREEFERCUTOFF</b> - Reefer cut off date</li> <li>• <b>STORAGESTART</b> – storage costs begin at the stevedore;</li> <li>• <b>IMPAVAILABLE</b> – an import container is available for pickup from the stevedore.</li> <li>• <b>ACTUALVESSELARRIVAL</b> – Actual date time of vessel arrival based on the first container discharged.</li> </ul>
Event Place	O	10 max	String	<b>Event Place codes:-</b> Refer to Appendix B
Persistent Flag	O	1	String	Persistent flag is either <b>Y</b> or <b>N</b> .  Y=Yes. Sets the alert to be persistent. This means that the Alert System will continue to check the events including updates even after the initial event has triggered.



				<p>N=No. Do not set the alert as persistent (Default if blank). Persistent alerts can only be turned off manually on the 1-Stop website.</p> <p><b>Please Note:</b></p> <ol style="list-style-type: none"> <li>1. It is advisable to only use Persistent Flag 'Y' for <b>GATEIN, GATEOUT, or CARST</b> as there can be multiple instances of these events if the container is going in and out of Depots as well as stevedore terminals</li> <li>2. Persistent Flag applies to following event types: EXPORT PREADVICE; GATEIN;LOAD;IMPORT PREADVICE; DISCHARGE;CARST;GATEOUT; ACTUALVESSELARRIVAL; IMPAVAILABLE; ANY(which means any of the 9 events)</li> <li>3. If Event type set to 'ANY' + Persistence flag set to 'N', customer will get 1 notification of the first event type triggered; events are those specified for 'ANY';</li> <li>4. If Event Type set to 'ANY' + Persistence flag set to 'Y', customer will continue getting notifications for the event types grouped by 'ANY' until the user request expires</li> </ol>
Alert By Date	O	8	DDMMYY YY	Send an alert by this date if the event has not occurred <b>Eg: 30012003</b>
Alert By Time	O	4	hhmm	24 hour time used in conjunction with the Alert By Date field to set the time to send back an alert if the event has not occurred. <b>Eg: 1300</b>
Value	M	11	String	Different data depending on the Category in the Header. If CONTAINER then Value must be a valid container number. If VESSEL then Value must be a valid vessel Lloyds number.
UsersReference	O	35 max	String	Optional user reference for each Alert, which can be any alphanumeric data. Could be used to track alerts to a particular customers. <b>Eg All alerts for MYREF Shipping P/L could start with MYREF</b>
CountryCode	O	3 max	String	Optional Country Code Field to be used in conjunction with 'Container Event Types' & where Event Place is 'ANY'.  1). Value ' <b>ANY</b> ' refers to Container Event Types of all



				<p>Country Codes.</p> <p>2). Value '<b>AU</b>' refers to Container Event Types in Australia.</p> <p>3). Value '<b>NZ</b>' refers to Container Event Type in New Zealand.</p> <p>4). Blank Value will DEFAULT to 'AU'.</p> <p>*** Please Note that if the value of the 'Event Place' is anything other than 'ANY', the Event Place will take priority over the Country Code specified.***</p> <p><b>For examples:</b></p> <p><u>Ex1:</u> Container Event Type = 'ANY' Event Place = 'ANY' Country Code = 'ANY' → Returns any (latest) Container Event Type from all Event Place.</p> <p><u>Ex2:</u> Container Event Type = 'ANY' Event Place = 'ANY' Country Code = 'NZ' → Returns any (latest) Container Event Type from New Zealand Event Place.</p> <p><u>Ex3:</u> Container Event Type = 'ANY' Event Place = 'ANY' Country Code = '' → Returns any (latest) Container Event Type from Australia Event Place</p> <p><u>Ex4:</u> Container Event Type = 'GATEIN' Event Place = 'ANY' Country Code = 'NZ' → Returns the latest GATEIN Event Type from New</p>
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				<p>Zealand Event Place</p> <p><u>Ex5:</u></p> <p>Container Event Type = 'GATEOUT'</p> <p>Event Place = 'ASLPB'</p> <p>Country Code = 'NZ'</p> <p>→ Returns the latest GATEOUT Event Type from ASLPB (Patrick Port Botany NSW Australia) Event Place. Please Note ASLPB Event Place takes precedence over the specified 'NZ' Country Code.</p>
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### 5.2.3.1 Sample ALERT REQUEST – Track Exports

This sample sets up the Alerts necessary to track an export container (CONU1234561).

An export container has the following events:

- PRA created and approved – EXPORT PREADVICE
- Arrives at the Terminal – GATEIN
- Is loaded on to a vessel – LOAD

```
58102573544,User007,PINumber003,SenderName@Home.com,CONTAINER,EXPORT  
PREADVICE,ANY,,,,CONU1234561,MYREF001,ANY
```

```
58102573544,User007,PINumber003,SenderName@Home.com,CONTAINER,GATEIN,ANY,,,,CONU1234561,MYREF001,AU
```

```
58102573544,User007,PINumber003,SenderName@Home.com,CONTAINER,LOAD,ANY,,,,CONU1234561,MYREF001,NZ
```

### 5.2.3.2 Sample ALERT REQUEST – Track Imports

This sample sets up the Alerts necessary to track an import container (CONU1234561).

An import container has the following events...

- IMPORT PREADVICE – On Board Vessel heading towards Australia – use EventPlace = ANY so the alert will trigger as early as possible.
- ACTUALVESSELARRIVAL - Vessel arrived at a terminal – use EventPlace = Port Code or Terminal Code otherwise the alert will trigger on the first port/terminal of call.
- DISCHARGE - Container is discharged at the Terminal – can use EventPlace = ANY but will trigger if there is a re-stow event.





- IMPAVAILABLE - Container is available for pick up from the terminal – use EventPlace = Port Code or terminal code.
- Container has left the terminal – GATEOUT – can use EventPlace = ANY

58102573544,User007,PINumber003,SenderName@Home.com,CONTAINER,IMPORT  
PREADVICE,ANY,,,,CONU1234561,MYREF001,NZ

58102573544,User007,PINumber003,SenderName@Home.com,CONTAINER,ACTUALVESSELARRIVAL,AUSYD,,,,CONU12  
34561,MYREF001

58102573544,User007,PINumber003,SenderName@Home.com,CONTAINER,DISCHARGE,CTLPB,,,,CONU1234561,MYREF  
001

58102573544,User007,PINumber003,SenderName@Home.com,CONTAINER,IMPAVAILABLE,AUSYD,,,,CONU1234561,MY  
REF001

58102573544,User007,PINumber003,SenderName@Home.com,CONTAINER,GATEOUT,ANY,,,,CONU1234561,MYREF001,  
AU

#### 5.2.3.3 Sample ALERT REQUEST – Persistent Alerts - Gate In Gate Outs

This sample sets up the Alerts to be persistent which means they will continue to trigger alert whenever an event occurs until it is manually deleted.

(These are automatically deleted after 90 days if not removed manually).

Persistent alerts should only be used for GateIn or GateOut or Customs Status as there can be multiple instances of these events if the container is going in and out of Depots as well as stevedore terminals.

58102573544,User007,PINumber003,SenderName@Home.com,CONTAINER,GATEIN,ANY,Y,,,CONU1234561,,NZ

58102573544,User007,PINumber003,SenderName@Home.com,CONTAINER,GATEOUT,ANY,Y,,,CONU1234562,,AU

#### 5.2.3.4 Sample ALERT REQUEST – Persistent Alerts CARST

This sample sets up the Alerts to be persistent which means they will continue to trigger alert whenever an event occurs until it is manually deleted.

(These are automatically deleted after 90 days if not removed manually).

It is advisable to use Persistent Alert for CARST Container Event Type as there can be multiple instances of these events from Australian Customs.

58102573544,User007,PINumber003,SenderName@Home.com,CONTAINER,CARST,CONFI,Y,,,CONU1234564,

#### 5.2.3.5 Sample ALERT REQUEST – Trigger if Event does not trigger by a Date-Time



This sample will set up alerts for CONTAINER DISCHARGE events at ANY location but will send an alert if the DISCHARGE has not triggered by the specified DATE and TIME. If the event occurs within the specified time then the DISCHARGE alert event is sent.

58102573544,User007,PINumber003,SenderName@Home.com,CONTAINER,DISCHARGE,ANY,N,15112003,1300,CONU1234561,,

58102573544,User007,PINumber003,SenderName@Home.com,CONTAINER,DISCHARGE,ANY,N,15112003,1300,CONU1234562,,ANY

58102573544,User007,PINumber003,SenderName@Home.com,CONTAINER,DISCHARGE,ANY,N,15112003,1300,CONU1234563,,AU

58102573544,User007,PINumber003,SenderName@Home.com,CONTAINER,DISCHARGE,ANY,N,15112003,1300,CONU1234564,,NZ

### 5.2.3.6 Sample ALERT REQUEST – Dehire

This sample sets up the Alert necessary to track a container that will be dehiired (CONU1234561).

A dehiired container has the following events:

- Arrives at an empty container park/depot – GATEIN
- Container is Empty

58102573544,User007,PINumber003,SenderName@Home.com,CONTAINER,DEHIRE,ANY,Y,,,CONU1234561,,AU

## 5.3 ALERT EMAIL RESPONSE

When the events are triggered the 1-Stop Alert Service will respond by sending an email back to the sender's specified email address (see EmailAddress field above)

### 5.3.1 Alert Email Response Configuration

The 1-Stop helpdesk will configure how the email response is returned to the end users on a company / user bases via the ComTrac configuration screen.

- The alert email response can return the data either in the
  - **Email body** OR
  - as an **Email attachment** to the email.
    - There are 2 options for the Email attachment - Standard Message Format or Alternative Message Format.
- If the email response is in the body then the data will be in the email Subject and in the email Body.
- If the email response is in the attachment then the following is configurable:



- The default filename is 1-STOP\_ALERT.csv
- The filename and file extension are configurable. Eg my\_alerts.dat
- The date-time can be included in the filename in various formats, the default YYYYMMDDHHMMSS
- The email subject is configurable – the default is 1-STOP ALERT MESSAGE
- The attachment file is batched so that there might be more than one alert record in the file depending on how many events are triggered.
- The Stevedore Terminal can be returned either as a CODE or and a NAME. The default is NAME (such as "DP WORLD PORT BOTANY"). If configured to return a CODE then the Terminal Codes as the same as those in the EventPlace field above.
- The DATE within the records in the attachment file are configurable. The default is DD-MM-YYYY.
- Other DATE options are: YYYY/MM/DD, DD/MM/YYYY, DD.MM.YYYY, MM-DD-YYYY
- The TIME within the records in the attachment file are configurable. The default is HH:MM:SS.
- Other TIME options are: HH:MM AM, HH:MM:SS AM, HH:MM

### 5.3.2 ALERT EMAIL RESPONSE - SUBJECT

The following information will be provided to the user when a Notification or Alert is triggered. The email subject is Asterisks (\*) delimited with leading and trailing spaces removed – lengths are maximums

Example:

1-STOP NOTIFY\*308\*PATRICK-PORT BOTANY\*CAXU2545868\*Gate Out\*MYREF001\*2003/11/04 09:33  
 PM\*VesselName\*1234567\*12345\*2003/11/04

Field	Max Length	Defintion
Type	13	"1-STOP NOTIFY"
Filler	1	*
ID	8	Cross reference to the unique AS Message ID
Filler	1	*
Event Location	35	Location of event
Filler	1	*
Vessel/Container	35	Vessel Name if known, else Lloyds or Container Number
Filler	1	*



Event Type	20	<u>Container Events:-</u> - CARST (Australian Customs Cargo Status Message, not applicable to New Zealand) - Gate In - Gate Out - Dehire - Load on Vessel - On Board Vessel - Actual Vessel Arrival - Discharge off Vessel - Import Available - Export Pre-Advised (Currently 26/02/2010, for AUSTRALIA only) <u>Vessel Events:-</u> - Storage Start - Import Available - New Vessel Schedule - Export Receival Start - Export Cargo Cutoff - Export Reefer Cutoff - Actual Vessel Arrival
Filler	1	*
User Ref	44	Additional event related information – Users Ref
Filler	1	*
Date-Time of Event	19	2003/11/04 09:33 PM
Filler	1	*
Vessel Name	20	Vessel Name
Filler	1	*
Lloyds Numer	7	Lloyds Number
Filler	1	*
Voyage Number	5	Voyage Number
Filler	1	*
ETA or ETD	10	Depending on the event type, either ETA or ETD is displayed → refer to matrix in Appendix C
Filler	1	*
CARST	20	Custom Status → Please refer to Appendix A for more details.

### 5.3.1 ALERT EMAIL RESPONSE – EMAIL BODY FORMAT



The Body of the E-Mail will expand the message fields, for example:

#### General Format:

Type : <Type>  
Message ID : <Message ID>  
Event Location : <Event Location>  
Vessel/Container : <Vessel/Container>  
Event Type : <Event Type>  
Event Date : <Event Date>  
Event Time : <Event Time>  
Information : <Information>  
Vessel Name : <Vessel Name>  
Lloyds No : <Lloyds No>  
<ETA at Discharge Port / ETD at Load Port> : <ETA/ETD> (ETA/ETD displayed according to event type - Refer to matrix in Appendix C)  
<CUSTOMS STATUS> : <Customs status> (Only for CARST events)

---

#### 5.3.1.1 Sample 1 Email Body

Type : 1-STOP NOTIFY  
Message ID : 309  
Event Location : PATRICK, PORT BOTANY  
Vessel/Container : MSCU2751814  
Event Type : [On Board Vessel](#)  
Event Date : 2003/11/05  
Event Time : 1247  
Information : MYREF001  
Vessel Name : MSC MARTINA  
Lloyds Number : 9060637  
Voyage Number : 0032S  
ETA at Discharge Port : 2004/03/25 11:30 AM at AUSYD

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#### 5.3.1.2 Sample 2 Email Body

Type : 1-STOP NOTIFY  
Message ID : 309  
Event Location : PATRICK, PORT BOTANY  
Vessel/Container : MSCU2751814  
Event Type : [Load on Vessel](#)



Event Date : 2003/11/05  
Event Time : 12:47 PM  
Information : MYREF001  
Vessel Name : MSC MARTINA  
Lloyds Number : 9060637  
Voyage Number : 0032S  
ETD from Load Port : 2004/03/25 11:30 AM from AUSYD

### 5.3.1.3 Sample 3 Email Body

Type : 1-STOP NOTIFY  
Message ID : 309  
Event Location : PATRICK, PORT BOTANY  
Vessel/Container : MSCU2751814  
Event Type : **CARST**  
Event Date : 2003/11/05  
Event Time : 12:47 PM  
Information : MYREF001  
Vessel Name : MSC MARTINA  
Lloyds Number : 9060637  
Voyage Number : 0032S  
CUSTOMS STATUS : **CLEAR**

### 5.3.1 ALERT EMAIL RESPONSE – STANDARD MESSAGE FORMAT (Email Attachment)

The email attachment for the Standard Message Format is a CSV (Comma Separated Variable length) comma delimited file.

Field	Max Length	Comments
Type	13	“NOTIFY”
ID	8	Cross reference to the unique Alert Service Message ID



Event Place	35	Terminal NAME or CODE – configuration dependent
Vessel/Container	35	Vessel Name if known, else Lloyds or Container Number depending on the alert requested.
Event Type	20	<p><b>Container Events:-</b></p> <ul style="list-style-type: none"> <li>- CARST (Australian Customs Cargo Status Message, not applicable to New Zealand)</li> <li>- Gate In</li> <li>- Gate Out</li> <li>- Dehire</li> <li>- Load on Vessel</li> <li>- On Board Vessel</li> <li>- Actual Vessel Arrival</li> <li>- Discharge off Vessel</li> <li>- Import Available</li> <li>- Export Pre-Advised (Currently 26/02/2010, for AUSTRALIA only)</li> </ul> <p><b>Vessel Events:-</b></p> <ul style="list-style-type: none"> <li>- Storage Start</li> <li>- Import Available</li> <li>- New Vessel Schedule</li> <li>- Export Receival Start</li> <li>- Export Cargo Cutoff</li> <li>- Export Reefer Cutoff</li> <li>- Actual Vessel Arrival</li> </ul>
Event Date		YYYYMMDD – configuration dependent (Required for CARST Event Type)
Event Time		HHMM – configuration dependent (Required for CARST Event Type)
Users Reference	20	User reference eg order number or job number. (Required for CARST Event Type)
Vessel Name		Vessel Name (Required for CARST Event Type)
Lloyds Number	7	Lloyds Number (Required for CARST Event Type)
Voyage	5	Voyage Number (Required for CARST Event Type)
ETD Date-Time		Estimated Time of Departure. DATE TIME of Departure from the DISCHARGE PORT
Load Port	5	Load PORT as a UNLOCODE code.
ETA Date-Time		Estimated Time Arrival. DATE TIME Arrival at DISCHARGE PORT
Discharge Port	5	Discharge PORT as a UNLOCODE code. (Required for CARST Event Type)
CARST	20	Customs Status (eg CLEAR, HELD etc...) (Required for CARST Event Type)

### 5.3.1.1 Sample Email Attachment file ALERT.CSV



NOTIFY,19642,PATRICK EAST SWANSON,CONT1204061,Gate In,04-04-2006,00:59,TEST1,MAERSK  
NOVAZZANO,9127540,657N,30-04-2004 23:00,AUSYD,30-04-2004 06:00,AUBNE

NOTIFY,19643,PATRICK EAST SWANSON,CONT1204062,Gate In,04-04-2006,00:59,TEST2,MAERSK  
NOVAZZANO,9127540,657N,30-04-2004 23:00,AUSYD,30-04-2004 06:00,AUBNE

NOTIFY,19645,PATRICK EAST SWANSON,CONT1204065,CARST,04-04-2006,00:59,TEST5,MAERSK  
NOVAZZANO,9127540,657N,,AUSYD,,AUBNE,CLEAR

**Sample with different Date formats.**

NOTIFY,19664,PATRICK PORT BOTANY,SYDU1111140,Discharge off Vessel,2005/11/02,12:00:00  
PM,TEST1,IMARI,9137557,15S,2005/11/30 10:00:00 AM,NZAKL,2005/11/01 10:00:00 AM,AUSYD

NOTIFY,19666,PATRICK EAST SWANSON,MELU1111140,Discharge off Vessel,2005/11/02,12:00:00  
PM,TEST3,IMARI,9137557,15S,2005/11/30 10:00:00 AM,NZAKL,2005/11/01 10:00:00 AM,AUMEL

### 5.3.2 ALERT EMAIL RESPONSE – ALTERNATIVE MESSAGE FORMAT (Email Attachment)

The email attachment for the Alternative Message Format is a CSV (Comma Separated Variable length) comma delimited file and only contains limited information in comparison to the Standard Message Format

**General Format:**

User Reference,Container Number,Lloyds Number,Voyage Number,Event Place Port,Event Place Terminal,ETA Time,Actual Arrival Date,Container Availability Date

Field	Max Length	Comments
Users Reference	20	User reference eg order number or job number.
Container Number	35	Container Number
Lloyds Number	7	Lloyds Number
Voyage Number	5	Voyage Number
Event Place Port	5	Port displayed as a UNLOCODE code.
Event Place	35	Terminal NAME or CODE – configuration dependent
ETA Date-Time		Estimated Date/Time Arrival at Discharge Port (Date-time format depends on configuration)
Actual Arrial Date-Time		Actual Date/Time of arrival of Vessel at Discharge Port (Date-time format depends on configuration)
Container Availability Date-Time		First free available date when container is available to be picked up (Date-time format depends on configuration)

#### 5.3.2.1 Sample Email Attachment file – Alternative Format

MyReference,TRLU1830099,9134593,494S,AUMEL,PATRICK, EAST SWANSON,19-01-2005 06:00:00,,  
MyReference,TRLU1830099,9134593,494S,AUMEL,PATRICK, EAST SWANSON,,28-01-2005 12:46:00,  
MyReference,TRLU1830099,9134593,494S,AUMEL,PATRICK, EAST SWANSON,,,21-01-2005 06:00:00





## 5.4 VESSEL FEEDS CSV FORMAT

- All files include information from all Australian ports where Patricks, DPW and Port of Auckland have an interest/operation that are computerised sites.
- The vessel schedules and routing include container vessels.
- The vessel schedules and routing may include non-container (bulk, auto) vessels where possible.

### 5.4.1 Configuration

- Vessel Schedule and Routing Files can be configured within ComTrac to send out every 2 hours or Daily:
  - Vessel Schedule – Every 2 hours  
1AM, 3AM, 5AM, 7AM, 8AM, 10AM, 11AM, 1PM, 3PM, 5PM, 7PM, 9PM, 11PM
  - Vessel Schedule – Daily  
9:05AM, 2:05PM, 7:05PM
  - Vessel Routing – Every 2 hours  
1AM, 3AM, 5AM, 7AM, 8AM, 10AM, 11AM, 1PM, 3PM, 5PM, 7PM, 9PM, 11PM
  - Vessel Routing – Daily  
9:05AM, 2:05PM, 7:05PM
- The vessel schedule file can be configured to include the First Free Import date which is appended at the end of the file.  
If it the vessel schedule file has been configured to exclude this date, then the CSV file will not display this field – Please refer to samples.

### 5.4.2 Vessel Schedule

Field Name	Required	Format	Comment
UN Loc Code	M	String	Port code – UN LOCODE
Terminal ID	M	String	ACOS Contractor Code
ETA	O	YYYYMMDD HHMM	
ETD	O	YYYYMMDD HHMM	
Ship Name	M	String	Ship's Name



Ship Operator Voyage Out	M		Ship Operator Voyage Out
Lloyds ID	M		Lloyds ID
Cargo Cutoff Date	O	YYYYMMDD HHMM	
Reefer Cutoff Date	O	YYYYMMDD HHMM	
Operators (Slot Charterer)	M	String (3 Chars)	ACOS Code – Line Operators code.
Operators Description	M	String	Line Operators name
Ship Operator Code	M	String (3 Chars)	ACOS Code – Vessel operators code
Ship Operator Voyage In	O	String	
Export Receival Commencement Date	O	YYYYMMDD HHMM	
Import Availability Date	O	YYYYMMDD HHMM	
Import Storage Start Date	O	YYYYMMDD HHMM	
Vessel Type	O	String	If available. Refer to Appendix C for vessel types
Actual Arrival Date	O	YYYYMMDD HHMM	If available
Actual Depart Date	O	YYYYMMDD HHMM	If available
Vessel Code	O	String	Future use Vessel Code for IMO Code
First Free Import Date	O	YYYYMMDD HHMM	If available and if it has been configured in ComTrac (Message settings) to show First Free Import date.  If the configuration has been to exclude First free import date then this value will not be displayed (no any additional comma in the CSV file in this case – refer to sample files for file format)

#### 5.4.2.1 Sample Vessel Schedule CSV - Without first free import date

UN Loc Code,Terminal ID,ETA,ETD,Ship Name,Ship Operator Voyage Out,Lloyds ID,Cargo Cutoff Date,Reefer Cutoff Date,Operators,Operators Description,Ship Operator Code, Ship Operator Voyage In,Export Receival Commencement Date,Import Availability Date,Import Storage Start Date,Vessel Type,Actual Arrival Date, Actual Depart Date,Vessel Code  
AUBNE,CONFI,20120329 0230,20120329 1800,SHIP NAME1,078,9113077,20120327 2200,20120327 2200,ABC,ABC SHIPPING LINE,PIL,077,20120323 0500,20120330 0500,20120402 0000,,,,  
AUBNE,CONFI,20120329 0230,20120329 1800,SHIP NAME1,078,9113077,20120327 2200,20120327 2200,ABC,ABC SHIPPING LINE,PIL,077,20120323 0500,20120330 0500,20120402 0000,,,,  
AUBNE,CONFI,20120329 0230,20120329 1800,SHIP NAME1,078,9113077,20120327 2200,20120327 2200,ABC,ABC SHIPPING LINE,PIL,077,20120323 0500,20120330 0500,20120402 0000,,,,

#### 5.4.2.2 Sample Vessel Schedule CSV - With first free import date

UN Loc Code,Terminal ID,ETA,ETD,Ship Name,Ship Operator Voyage Out,Lloyds ID,Cargo Cutoff Date,Reefer Cutoff Date,Operators,Operators Description,Ship Operator Code, Ship Operator Voyage In,Export Receival Commencement Date,Import Availability Date,Import Storage Start Date,Vessel Type,Actual Arrival Date, Actual Depart Date,Vessel Code,First Free Import Date  
AUBNE,CONFI,20120329 0230,20120329 1800,SHIP NAME1,078,9113077,20120327 2200,20120327 2200,ABC,ABC SHIPPING LINE,PIL,077,20120323 0500,20120330 0500,20120402 0000,,,,,20120330 0000



AUBNE,CONFI,20120329 0230,20120329 1800,SHIP NAME1,078,911 3077,20120327 2200,20120327 2200,ABC,ABC  
 SHIPPING LINE,PIL,077,20120323 0500,20120330 0500,20120402 0000,,,,,20120330 0000  
 AUBNE,CONFI,20120329 0230,20120329 1800,SHIP NAME1,078,911 3077,20120327 2200,20120327 2200,ABC,ABC  
 SHIPPING LINE,PIL,077,20120323 0500,20120330 0500,20120402 0000,,,,,20120330 0000

## 5.4.1 Vessel Routing

Field Name	Required	Format	Comment
Terminal Code	M	String (Chars max 5)	ACOS code for the Terminal
Terminal Name	M	String	Terminal Name
Vessel	M	String	Vessel name
Lloyds Number	M	Numeric	Lloyds Number
Voyage Number	M	String	Voyage Number
Discharge Country	O	String	Discharge Country
Discharge Port Name	O	String	Discharge Port Name
Discharge Port Code	O	String (5 chars)	Based on UN LOCODE list - Country code & Place Code
Discharge State	O	String	Based on UN LOCODE list – Sub Division Name

### 5.4.1.1 Sample Vessel Routing CSV

Terminal Code,Terminal Name,Vessel,Lloyds Number,Voyage Number,Discharge Country,Discharge Port Name,Discharge Port Code,Discharge State  
 CONFR,"DP WORLD, WA, FREMANTLE",PBT STORAGE VESSEL,0000001,999N,"AMERICAN SAMOA","PAGO PAGO",ASPPG,""  
 CONFR,"DP WORLD, WA, FREMANTLE",PBT STORAGE VESSEL,0000001,997N,"AUSTRALIA","ADELAIDE",AUADL,"SOUTH AUSTRALIA"  
 CONFR,"DP WORLD, WA, FREMANTLE",PBT STORAGE VESSEL,0000001,997N,"AUSTRALIA","BRISBANE",AUBNE,"QUEENSLAND"  
 CONFR,"DP WORLD, WA, FREMANTLE",PBT STORAGE VESSEL,0000001,997N,"AUSTRALIA","FREMANTLE",AUFRE,"WESTERN AUSTRALIA"  
 CONFR,"DP WORLD, WA, FREMANTLE",PBT STORAGE VESSEL,0000001,997N,"AUSTRALIA","MELBOURNE",AUMEL,"VICTORIA"  
 CONFR,"DP WORLD, WA, FREMANTLE",PBT STORAGE VESSEL,0000001,999N,"AUSTRALIA","SYDNEY",AUSYD,"NEW SOUTH WALES"



## 6 GETTING STARTED

### 6.1 Have you read the Customer User Guide?

We recommend that Administrators read the **ComTrac Customer User Guide** before reading about the Administrator functions of each service. The Customer User Guide will demonstrate how the end-user operates the service. It will be easier to understand the Administrator functions if you also understand the customer context.

If you didn't receive the **ComTrac Customer User Guide** when you received this, you can download it from the ComTrac service section at [www.1-Stop.biz](http://www.1-Stop.biz).



## 7 HOW TO...

To send Alert Request Message, you need to first register and then compose the CSV messages.

### 7.1 How to register

Please refer to the **ComTrac Customer User Guide** for a step-by-step process in registering. If you didn't receive the **ComTrac Customer User Guide** when you received this, you can download it from the ComTrac service section at [www.1-Stop.biz](http://www.1-Stop.biz)

### 7.2 How to send the Alert Request message

You will have to send the Alert Request message as a plain text email attachment with the following details:

Environment	Subject	Filename format	Email address
Production	Alert	ALERT_YYYYMMDDHHMM.csv	<a href="mailto:alerts@edi.1-stop.biz">alerts@edi.1-stop.biz</a>

## 8 WHERE TO GET HELP

Help is available:

- from the FAQs in the 'Help' tab of our website <http://www.1-stop.biz> ;
- by email to [helpdesk@1-stop.biz](mailto:helpdesk@1-stop.biz); and
- from the 1-Stop Helpdesk on 1300 881 055.

## 9 GLOSSARY

See the Glossary in the Customer User Guide.



## 10 APPENDIX

### 10.1 APPENDIX A – CARST Statuses

Australian Customs Consolidated Cargo status (from Australian Customs – cmr sdg – carst)

Consolidated Cargo Status	Description
CLEAR	Cargo is free of any impediments and may be released
CONDCLEAR	Cargo can be released into home consumption subject to condition(s) These conditions are provided in Supplementary Information
HELD	Cargo is held under Customs control
WITHDRAWN	Cargo Report had been withdrawn
CLEARHRM	Cargo is Clear but is identified as High Risk Movement
SUBUBMOV	Cargo can not be released into home consumption, but underbond movement is allowed subject to an approved underbond request
TRANSHIP	Cargo is for transshipment. A transshipment Number will be generated and transmitted with Status
TRANSHIPHRM	Transshipment Cargo is Clear but is identified as High Risk Movement
ACSSEIZED	Cargo is seized by Customs
AQISSEIZED	Cargo is seized by AQIS

### 10.2 APPENDIX B – Event Place codes

These are acceptable codes to use for 'Event Place' field in the Alert Request Message

Event Place	Location	Code
ANY	Any Location (Default)	ANY
Port Codes	Brisbane	AUBNE
	Sydney	AUSYD
	Melbourne	AUMEL
	Fremantle	AUFRE
	Auckland	NZAKL



Patrick Terminal Codes	Brisbane – Fisherman Island 7	PTFIT
	Fremantle	ASLFR
	Melbourne – East Swanson	ASES1
	Melbourne – Webb Dock	NTLWD
	Sydney – Port Botany	ASLPB
DP World Terminal Codes	Brisbane – Fisherman Islands	CONFI
	Fremantle	CONFR
	Melbourne – West Swanson	CONWS
	Sydney – Port Botany	CTLPB
Port of Auckland Terminal Codes	Use “Any” in the Event Place field (Note: AXIS has plans to combine their a single terminal).	

For any other Depots/Parks, please contact 1-Stop Customer Service Team.

### 10.3 APPENDIX C - ETA or ETD Matrix

Event Type	Vessel Name	Lloyds No.	ETA at Discharge Port	ETD from Load Port
Export Pre-Advice	Y	Y		Y
GateIn	Y	Y		Y
Load	Y	Y		Y
On Board Vessel	Y	Y	Y	
Discharge	Y	Y	Y	
GateOut	Y	Y	Y	
CARST	Y	Y		

### 10.4 APPENDIX C – Vessel Type Codes used in Vessel Schedule

BULK : bulk ship

CCCR : Car carrier and container

LOLO : lift-on lift-off (would usually apply to pure container ship)

PCTC : Pure car and truck carrier



RORO : Roll-on Roll-off  
blank : not specified (widely used)