

e-SI User Guide

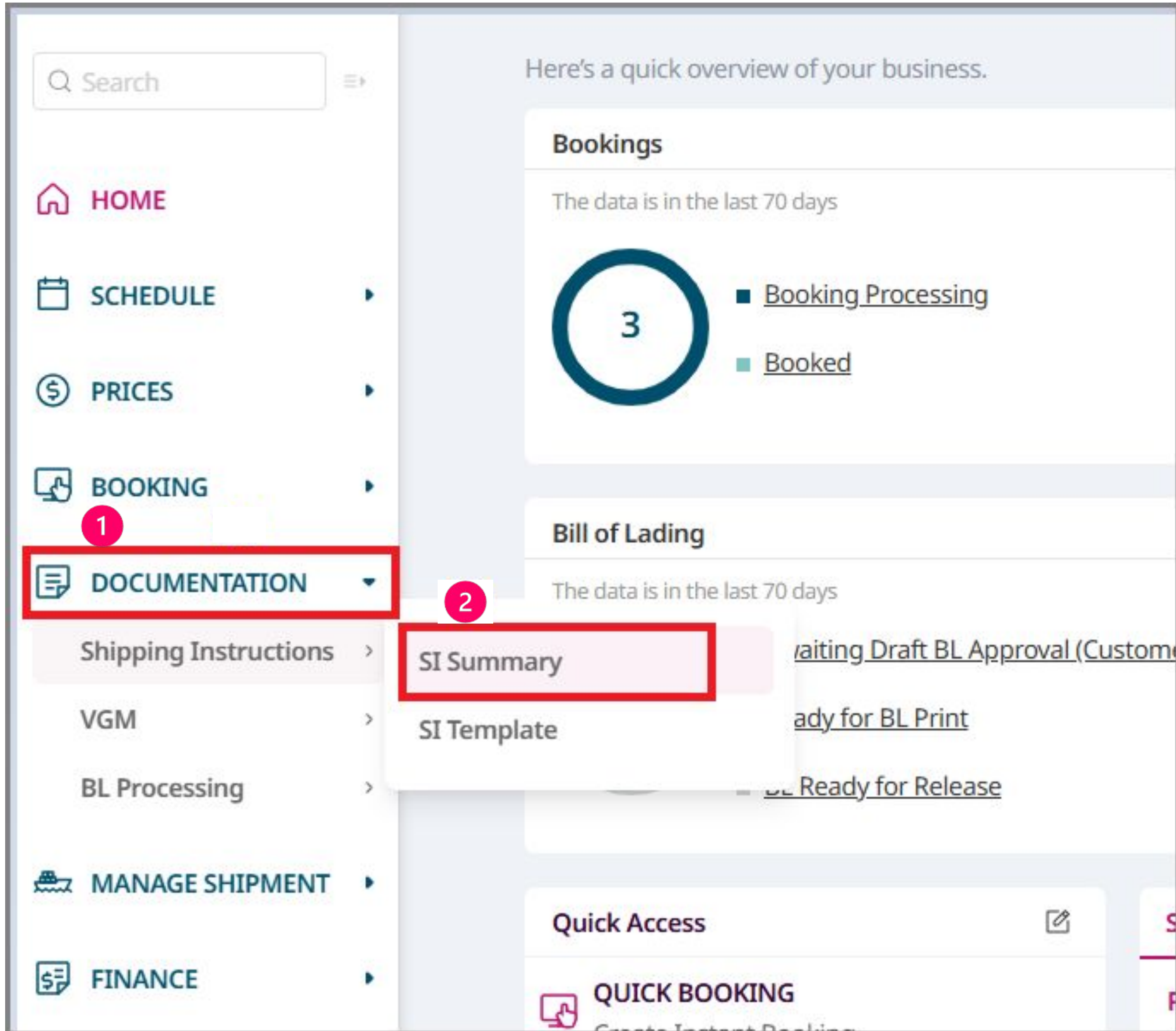
AS ONE, WE CAN.

ONE

OCEAN NETWORK EXPRESS

UPDATE : 2026-05-22

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ONE WEBSITE :

- 1 選擇 DOCUMENTATION
- 2 點選 SI Summary

- 1 選擇 SI Summary
- 2 輸入 Booking Number
- 3 Search
- 4 點選 Submit SI (開始Shipping instruction 輸入)

Shipping Instructions

Monitor and Manage your Shipping Instructions in one view.

[Legacy SI](#)
[User Guide](#)

Dashboard
SI Summary

Booking No.
TPEE95167300 輸入 Booking Number
Search

Booking Date
2024-12-04 ~ 2025-02-12
Status
+ More Filters
Reset Filters

Show 10 items
Total 1 result

Booking No.	SI Cut off Date	BL No.	SI Request No.	SI Split No.	Origin	Vessel	Destination	Estimated Time of Departure	Status	To do	Action
TPEE95167300 <small>via MANUAL</small>	2024-07-26 12:00	TPEE95167300			KAOHSIUNG CITY, TW	BRIGHTON 011E	MEMPHIS, TN, US	2024-08-02 22:10	READY FOR SI SUBMISSION	Submit SI	⋮

COMBINE BL 步驟

1 選 SI Summary → 2 輸入本次要合併提單的 **主提單號碼** → 3 Search

The screenshot shows the ONE Shipping Instructions dashboard. The top navigation bar includes 'ONE TEST', 'ONE Solutions', 'Support', and 'English'. The main content area is titled 'Shipping Instructions' with a subtitle 'Monitor and Manage your Shipping Instructions in one view.' Below this, there are tabs for 'Dashboard' and 'SI Summary', with 'SI Summary' being the active tab and marked with a red circle '1'. A search bar is present with a dropdown menu for 'Booking No.' and a text input field containing 'Search by Booking No. E.g.: ABCD12345678'. This search bar is marked with a red circle '2' and the text '輸入本次要合併提單的主提單號碼'. To the right of the search bar is a 'Search' button marked with a red circle '3'. Below the search bar, there are filters for 'Booking Date' (2024-12-09 ~ 2025-02-17), 'Status', '+ More Filters', and 'Reset Filters'. At the bottom, there is a table header with columns: 'Booking No.', 'SI Cut off Date', 'BL No.', 'SI Request No.', 'SI Split No.', 'Origin', 'Vessel', 'Status', 'To do', and 'Action'. The table shows 'Total 32 results'.

Tips :

- combine BL 步驟共有 1 2 3 4 5 6 7

➤ **COMBINE BL 步驟**

4 選 **Action**

5 選 **Combine SI** (會顯示一個彈出視窗,系統會根據您選擇的主提單號碼,搜尋出同一班船的 booking)

Shipping Instructions

Legacy SI
User Guide

Monitor and Manage your Shipping Instructions in one view.

Dashboard
SI Summary

Booking No.
TPEE95145600
✕
Search

Booking Date
2024-12-13 ~ 2025-02-21
🗑️
Status
+ More Filters
Reset Filters

🔄
< 1 >
Show 50 items
Total 1 result

Booking No.	SI Cut off Date	BL No.	SI Request No.	SI Split No.	Origin	Vessel	Status	To do	Action
TPEE95145600 <small>via WEB</small>	2024-12-31 12:00	TPEE95145600			KAOHSIUNG CITY, TW	ONE ORINOCO 2503E			4 Action

5
Combine SI

COMBINE BL 步驟

5 請勾選您要合併的提單號碼

6 按下 **combine**, 即可開始輸入 eSI

Combine SI

Select the booking to combine with your current booking Booking No.: TPEE95098600

From KAOHSIUNG CITY, TW -----> To TORONTO, ON, CA

Port of Loading: KAOHSIUNG CITY, TW Port of Discharge: VANCOUVER, BC, CA Vessel: [BRIGHTON 012E](#)

Select all Total 1 results

Booking No.	Size/Type
<input type="checkbox"/> TPEE95099700 <small>via MANUAL</small>	D5

Cancel **Combine**

COMBINE BL 步驟

7 最後的「Special Remark」欄內，系統會自動備註「 COMBINED BOOKING NO.: 」, 送出 Submit 即 Combine BL 完成

Special Remark

COMBINED BOOKING NO. : ABCD12345678

Save as Draft Save as Template Reset **Submit**

Tips :

「Special Remark」: 亦可註明提單特殊要求

例如: Show all charges on Draft BL、目的地發單付費、第 3地發單付費、SWITCH BL、RATED or UNRATED BL

➤ SPLIT BL 步驟 基本有 ① ② ③

- ① Split SI 預設OFF(灰色), 若要拆分提單請切換至 ON(綠色)
- ② 當 Split SI ON(綠色)時, 選擇 Continue (繼續)(預設) 和 Last (最後)
- ③ Count of BLs (Optional): 不允許使用字母或特殊字元
 - 輸入需要分割BL的總套數(最小值:2, 最大值:99)

1 Split SI 打開Split SI

2 Sequence * Continue Last

3 Count of BLs (Optional) 輸入需要分割BL的總套數
ex:總共分3套BL·請輸入3

Tips :

- Continue : Split尚未結束, 需繼續輸入其餘分單 eSI資料
- Last : 這筆是此booking最後的分單 eSI, 送完就完成分單

Tips :
Split BL 成功提交 SI 後
eSI最後的「Special Remark」欄位內會顯示如右備註

Special Remark
The customer will submit SI for the split continuously.
The customer will split this BL into 3.

➤ SPLIT BL 重點提醒

- 分割SI後，SI將按順序分出提單(例如:分 3套 - S1、S2、S3 會出現在 SI Split No.下)
- 請依 S1、S2、S3 各別輸入分單內容，並送出
- Status的“SI SUBMITTED (SPLIT)”狀態下，**拆分完的提單(S1/S2/S3)不能再做更改，要從原始BKG#重新提交**

Dashboard **SI Summary**

Booking No. Search

Booking Date Status + More Filters Reset Filters

1 Show 10 items Total 4 results

Booking No.	SI Cut off Date	BL No.	SI Request No.	SI Split No.	Origin	Vessel	Destination	Estimated Time of Berth	Estimated Time of Departure	Status	To do	Action
800 <small>via WEB</small>	2024-10-21 12:00	800			VANCOUVER, BC, CA	185W	PUSAN, KR	2024-10-23 21:00	2024-10-26 22:00	READY FOR SI SUBMISSION	Submit SI	⋮
800 <small>via WEB</small>	2024-10-21 12:00	800	04	S1	VANCOUVER, BC, CA	185W	PUSAN, KR	2024-10-23 21:00	2024-10-26 22:00	SI SUBMITTED (SPLIT)	No action required	⋮
800 <small>via WEB</small>	2024-10-21 12:00	800	05	S2	VANCOUVER, BC, CA	185W	PUSAN, KR	2024-10-23 21:00	2024-10-26 22:00	SI SUBMITTED (SPLIT)	No action required	⋮
800 <small>via WEB</small>	2024-10-21 12:00	800	06	S3	VANCOUVER, BC, CA	185W	PUSAN, KR	2024-10-23 21:00	2024-10-26 22:00	SI SUBMITTED (SPLIT)	No action required	⋮

▶ 提單及運費資訊

1 House BL presence : 出口日本必填

- 僅POD/DEL = JP, 才會出現此欄位
- Simple : 直客單, 無HBL
- Console : 發HBL, 自送 AFR

2 Document Type提單類型: 必填

- 可選擇 **OBL / SWB / SURRENDER**
- **SURRENDER BL** : only for OBL 選擇
- **Sea Waybill** : 需和業務申請, 方能選擇

3 BL Type提單類型: 必填

- 可選擇「**Straight BL(記名提單)** -直接收貨人公司抬頭)」
- 或「**TO ORDER(指示提單)**」
- **BANK** 一律為TO ORDER BL, 並填入CNEE欄位

Tips:

eBL (WAVE BL) :
如確認OBL要使用WAVE平台提供電子檔
請選擇**Release as eBL** 並下拉**WAVE**
[WAVE BL 詳細解說](#)

BL & Freight Information

House BL Presence * ⓘ 1

Simple Console

Document Type * ⓘ 2

Original BL Sea Waybill

Surrender BL ⓘ

Release as eBL ⓘ 6

eBL Provider *

Select eBL Provider ▼

BL Type * ⓘ 3

Straight BL To Order BL

Release as eBL ⓘ

eBL Provider *

Select eBL Provider ▼

WAVE

essDocs

Freight Term * ⓘ 4

Prepaid Collect

Split SI ⓘ 5

Sequence * ⓘ

Continue Last

Count of BLs (Optional) ⓘ

Input Count of BLs

▶ 提單及運費資訊

- 4 Freight Term運費條件: **必填**
 - 可選擇「預付Prepaid」或「到付Collect」
- 5 Split SI : 分單
 - 一櫃多單(CNEE需一致) 或 多櫃多單
- 6 Release as eBL : OBL 電子化提單
 - 需申請後, 方能選擇使用
 - Sea Waybill 不適用, **請勿打開** 此欄位

Tips:

eBL (WAVE BL) :
 如確認OBL要使用WAVE平台提供電子檔
 請選擇**Release as eBL** 並下拉**WAVE**
[WAVE BL 詳細解說](#)

BL & Freight Information

House BL Presence * ⓘ **1**

Simple Console

Document Type * ⓘ **2**

Original BL Sea Waybill

Surrender BL ⓘ

BL Type * ⓘ **3**

Straight BL To Order BL

Freight Term * ⓘ **4**

Prepaid Collect

Split SI ⓘ **5**

Sequence * ⓘ

Continue Last

Release as eBL ⓘ **6**

eBL Provider *

Select eBL Provider ▼

Release as eBL ⓘ

eBL Provider *

Select eBL Provider ▼

WAVE

essDocs

Count of BLs (Optional) ⓘ

Input Count of BLs

➤ Contact Information(聯絡資料)

- Contact Information(聯絡資料) : 為 Draft BL & SEA WAYBILL 收件者 (預設情況下會展開該部分)
 - Manage Email : 可設定多個收件者 (總共最多10個 email address)
- * 為必填欄位

Contact Information

Name * 核對單收件者名稱
 Input Name

Phone Area No. 886 電話區域號碼
 Phone No. Input Phone No. 電話號碼

Fax Area No. 886 傳真區域號碼
 Fax No. Input Fax No. 傳真號碼

Email Recipient * 核對單收件者EMAIL
 點選進入可輸入多個

Manage Email

Manage Email

Email
 e.g email@example.com Add

Email Recipient
 xxx@gmail.com 可刪除不要的

Cancel Save

Tips :

SI 尚未提交:聯絡資料將從使用者的 My Profile (個人檔案) 中自動填入, 也能自行修改
 SI 已提交:聯絡資料將從最新送出 SI 自動填入
 《個人檔案路徑及 說明:請參閱P14-15, My Profile (個人檔案) 》

➤ My Profile (個人檔案)

* 為必填欄位

ONE TEST ONE Solutions Support | TT English

My Profile

My profile

User ID	TWTEST1
Password	<input type="button" value="Update"/> Read Password policy
Customer Code	<input type="text" value="TW500454"/>

▶ User Information

* First Name	<input type="text" value="TW"/>
* Last Name	<input type="text"/>
* Phone	<input type="text" value="886"/> <input type="text"/> <input type="text"/>
Fax	<input type="text" value="886"/> <input type="text"/> <input type="text"/>
* E-mail	<input type="text"/> <input type="button" value="Email Verified"/>
* Trade	<input type="text" value="Export"/> ▼
* Contact ONE Office	<input type="text" value="Ocean Network Express (Taiwan) Co., Ltd. - Taipei"/> ▼

TT English

TW TEST
at DSV AIR & SEA CO.,LTD.

My Profile
Log out

➤ **My Profile (個人檔案)**

*** 為必填欄位**

ONE Solutions Support
TT English ▾

My Profile

My profile

User ID	TWTEST1		
Password	<input type="button" value="Update"/>	Read Password policy	
Customer Code	<input type="text" value="TW500454"/>		

▶ User Information

* First Name	<input type="text"/>		
* Last Name	<input type="text"/>		
* Phone	<input type="text" value="886"/>	<input type="text"/>	<input type="text"/>
Fax	<input type="text" value="886"/>	<input type="text"/>	<input type="text"/>
* E-mail	<input type="text"/>	Email Verified	
* Trade	<input type="text" value="Export"/> ▾		
* Contact ONE Office	<input type="text" value="Ocean Network Express (Taiwan) Co., Ltd. - Taipei"/> ▾		

Contact information

The section will be expanded by default. If the SI has not been submitted, data will auto-fill from the user's profile; if submitted previously, it will auto-fill from the latest SI.

Users can edit:

- a. Name
- b. Phone Area No.
- c. Phone No.
- d. Fax Area No.
- e. Fax No.
- f. Email Recipient

Manage Email: Users can add or change up to 10 email addresses to receive SI notifications via eCommerce.

Tips :

SI 尚未提交: 聯絡資料將從使用者的 My Profile (個人檔案) 中自動填入, 也能自行修改

SI 已提交: 聯絡資料將從最新送出 SI 自動填入

➤ Shipper 欄位介紹 (* 為必填欄位) :

- 1 公司欄位: 輸入完畢後, 資料會同部顯示在右手邊欄位中, 可以自行編輯成想要的排列順序
- 2 地址欄位: 僅限輸入三行, 若超過三行, 請按 ONE指定連結符號連接至品名區塊

ONE 指定 Shipper 的連結符號 : SH>

Shipper * 為必填欄位

Company Name * 公司名稱 **1**

ONE NETWORK EXPRESS (TAIWAN) CO., LTD.

Company information is not in the Address Book.

Address * 公司地址 · 最多可以輸入三行 **2**

16 F., NO. 223, SONGJIANG RD.,
ZHONGSHAN DIST.,
TAIPEI CITY 10483, TAIWAN (R.O.C)

Country * City State

TAIWAN 國名 TAIPEI 城市名 Input State 州名(沒有請留空白)

Street/ P.O Box Postal/ Zip code EORI No.

16 F., NO. 223, SONGJIANG RD 街道名稱 10483 郵遞區號 Input EORI No. (沒有請留空白)

This preview is for illustration purpose only and should not be considered as the exact representation of the final BL.

SHIPPER ONE NETWORK EXPRESS (TAIWAN) CO., LTD. 16 F., NO. 223, SONGJIANG RD., ZHONGSHAN DIST., TAIPEI CITY 10483, TAIWAN (R.O.C)	BOOKING NO. TPEE95167300	BILL OF LADING NO. ONEYTPEE95167300
CONSIGNEE AAA COMPANY . INPUT FULL ADDRESS	EXPORT REFERENCES SO.1000	
NOTIFY PARTY BBB COMPANY . INPUT FULL ADDRESS	FREIGHT FORWARDER ONE NETWARD EXPRESS (TAIWAN) CO., LTD.	
PRE-CARRIER BY	PLACE OF RECEIPT KAOHSIUNG CITY	
OCEAN VESSEL VOYAGE N	PORT OF LOADING	FINAL DESTINATION

Tips :

左邊顯示: SI (Draft BL) 輸入欄位
右邊顯示: 實際 Draft BL預覽

➤ **Consignee 欄位介紹 (* 為必填欄位) :**

- 1 **公司欄位:** 輸入完畢後, 資料會同部顯示在右手邊欄位中, 可以自行編輯成想要的排列順序
- 2 **地址欄位:** 僅限輸入三行, 若超過三行, 請按 ONE指定連結符號連接至品名區塊

ONE 指定 Consignee 的連接符號 : CN>

Consignee * 為必填欄位

Company Name * 公司名稱 **1**

Company information is not in the Address Book.

Address 公司地址 · 最多可以輸入三行 **2**

Country * City State

UNITED STATES 國名 Input City 城市名 Input State 州名 · 沒有請留空白

Street/ P.O Box Postal/ Zip code EORI No.

Input Street/ P.O Box 街道名稱 Input Zip Code 郵遞區號 Input EORI No. (沒有請留空白)

This preview is for illustration purpose only and should not be considered as the exact representation of the final BL.

SHIPPER ONE NETWORK EXPRESS (TAIWAN) CO., LTD. 16 F., NO. 223, SONGJIANG RD., ZHONGSHAN DIST., TAIPEI CITY 10483, TAIWAN (R.O.C)	BOOKING NO. TPEE95167300	BILL OF LADING NO. ONEYTPEE95167300
CONSIGNEE AAA COMPANY . INPUT FULL ADDRESS		EXPORT REFERENCES SO.1000
NOTIFY PARTY BBB COMPANY . INPUT FULL ADDRESS		FREIGHT FORWARDER ONE NETWARD EXPRESS (TAIWAN) CO., LTD.
PRE-CARRIER BY	PLACE OF RECEIPT KAOHSIUNG CITY	

Tips :
 左邊顯示: SI (Draft BL) 輸入欄位
 右邊顯示: 實際 Draft BL預覽

➤ **Notify Party 欄位介紹 (* 為必填欄位) :**

- 1 公司欄位: 輸入完畢後, 資料會同部顯示在右手邊欄位中, 可以自行編輯成想要的排列順序
- 2 地址欄位: 僅限輸入三行, 若超過三行, 請按 ONE指定連結符號連接至品名區塊

ONE 指定 Notify Party 的連結符號 : NP>

Notify Party * 為必填項目

Same as Consignee 如果與CNEE相同, 可以直接點選, CNEE 的資料便會帶入Notify 中

Company Name * 公司名稱 **1**

NOTIFY COMPANY NAME

Company information is not in the Address Book.

Address 公司地址, 最多可以輸入三行 **2**

NOTIFY COMPANY ADDRESS

Country * City State

UNITED STATES 國名 Input City 城市名 Input State 州名, 沒有請留空白

Street/ P.O Box Postal/ Zip code EORI No.

Input Street/ P.O Box 街道名稱 Input Zip Code 郵遞區號 Input EORI No. (沒有請留空白)

SO: 1110				
CONSIGNEE CNEE COMPANY CNEE ADDRESS	FREIGHT FORWARDER FORWARDER COMPANY NAME FULL ADDRESS			
NOTIFY PARTY NOTIFY COMPANY NAME NOTIFY COMPANY ADDRESS				
PRE-CARRIER BY	PLACE OF RECEIPT KAOHSIUNG CIT Y			
OCEAN VESSEL VO YAGE NO. BRIGHTON 011E	PORT OF LOADING KAOHSIUNG CIT Y	FINAL DESTINATION		
PORT OF DISCHAR GE VANCOUVER, BC	PLACE OF DELIVER Y MEMPHIS, TN	TYPE OF MOVEMENT CY/CY		
CNTR NOS W/SEAL NOS. MARKS & NUMBERS CONSIGNEE	QUANTITY	DESCRIPTION OF GOODS	GROSS WEIGHT	GROSS MEASUREMENT

Tips :
 左邊顯示: SI (Draft BL) 輸入欄位
 右邊顯示: 實際 Draft BL預覽

➤ **Also Notify & Forwarder 欄位介紹：**

ONE 指定 Forwarder 的连接符號：FW>

Freight Forwarder 🗑️

Company Name & Address

FORWARDER COMPANY NAME **Forwarder 公司名稱及地址，最多可以輸入5行。**

FULL ADDRESS **若超過，請使用連結符號 FW>**

+ Add New Parties ▼ 如有Also Notify 欄位，請先點選向下箭頭。點下，集會開啟相關欄位

Also Notify

EXPORT REFERENCES SO: 1110		
CONSIGNEE CNEE COMPANY CNEE ADDRESS		FREIGHT FORWARDER FORWARDER COMPANY NAME FULL ADDRESS
NOTIFY PARTY NOTIFY COMPANY NAME NOTIFY COMPANY ADDRESS		
PRE-CARRIER BY	PLACE OF RECEIPT KAOHSIUNG CIT Y	
OCEAN VESSEL VO YAGE NO. BRIGHTON 011E	PORT OF LOADING KAOHSIUNG CIT Y	FINAL DESTINATION

ONE 指定 Also Notify 的连接符號：A/NF>

Also Notify 🗑️

Company Name & Address

Also Notify 公司名稱及地址，最多可以輸入5行。

如超過，請使用連結符號 A/NF>

Tips :

FREIGHT FORWARDERS欄位：

- NVOCC/FORWARDER 提單適用
- **請務必輸入 FORWARDER COMPANY NAME**

此為FORWARDER 提單發票抬頭欄位

➤ 系統畫面 vs 提單畫面欄位介紹 (* 為必填欄位) : 最多可輸入 ? 個字元

Route Information

左手邊為BOOKING的港口

Origin
KAOHSIUNG CITY, TAIWAN (CY)

Port of Loading
KAOHSIUNG CITY, TAIWAN

Port of Discharge
VANCOUVER, BC, CANADA

Destination
MEMPHIS, TN, UNITED STATES (CY)

Vessel/ Voyage

右手邊為提單上想要呈現的敘述 • 最多可以輸入 100個字元, 超出100字元, 則無法進行輸入

Origin (Print on BL) *
KAOHSIUNG, TAIWAN

Port of Loading (Print on BL) * ☰ Same as Origin
KAOHSIUNG, TAIWAN

Port of Discharge (Print on BL)
VANCOUVER, BC

Destination (Print on BL) * ☰ Same as POD
MEMPHIS, TN

Vessel/ Voyage (Print on BL) *
BRIGHTON 011E

右手邊的敘述，會直接反應在這區塊

PRE-CARRIER BY	PLACE OF RECEIPT KAOHSIUNG, TAIWAN	
OCEAN VESSEL VOYAGE NO. BRIGHTON 011E	PORT OF LOADING KAOHSIUNG, TAIWAN	FINAL DESTINATION
PORT OF DISCHARGE VANCOUVER, BC	PLACE OF DELIVERY MEMPHIS, TN	TYPE OF MOVEMENT CY/CY

Tips :

左邊顯示: SI (Draft BL) 輸入欄位
右邊顯示: 實際 Draft BL 預覽

➤ 其他附加項目：

Tips :

若以 SI Template 模板代出 SI 基本資料，請務必更新 **SO#欄位**

Additional Information 其他附加訊息

Export References

SO: 1110

SI Shipper Ref. No.

SI Freight Forwarder Ref. No.

Final Destination (For the Merchant's Reference only)

ABC PORT

Canada Customs Information

Point and Country/ District Origin

Invoice Ref. No.

Purchase Order No. ⓘ

SHIP REVIEW

SHIPPER SHIPPER COMPANY SHIPPR ADDRESS	BOOKING NO. TPEE95167300	BILL OF LADING N O. ONEYTPEE95167300
	EXPORT REFERENCES SO: 1110	
CONSIGNEE CNEE COMPANY CNEE ADDRESS	FREIGHT FORWARDER FORWARDER COMPANY NAME FULL ADDRESS	
NOTIFY PARTY NOTIFY COMPANY NAME NOTIFY COMPANY ADDRESS		
PRE-CARRIER BY	PLACE OF RECEIPT KAOHSIUNG, TA IWAN	
OCEAN VESSEL VO YAGE NO. BRIGHTON 011E	PORT OF LOADING KAOHSIUNG, TA IWAN	FINAL DESTINATION ABC PORT

SO號碼，輸入後會呈現在右邊的橘色框的欄位中

輸入後，會呈現在右方紅色框的欄位中

Tips :

Final Destination欄位：此為客人自行安排，非 Booking Delivery

➤ 提單上的麥頭及品名 (* 為必填欄位) :

若有特麥貼圖需求:請 EMAIL to TW TPE EXPDOC <tw.tpe.expdoc@one-line.com>

Tips :

品名麥頭欄位 :

- ★ 各航線傳輸僅接受以下字型字元
- 只接受英數鍵盤字元
- 只接受半型字元
- ★ 不接受特殊字元
- 例如 “ ~ ”

Cargo Information 貨物資訊欄位: 麥頭 & 品名兩者的總和不可以超過999 行

Shipping Mark
The identifying details on a package or the actual markings that appear on the package(s).

Shipper Marks

麥頭 · 輸入後的資訊會呈現於
右手邊的橘色框中

Description of Goods *
The cargo description are details which accurately and properly describe the cargo being shipped in the container(s).

Cargo Description

品名 · 輸入後資訊會呈現於
右手邊的紅色框中

Document Attachment Upload 請不要將麥頭或品名檔案上傳至此
Upload supporting attachments for commodities and goods.

CONSIGNEE CNEE COMPANY CNEE ADDRESS		SO: 1110	
NOTIFY PARTY NOTIFY COMPANY NAME NOTIFY COMPANY ADDRESS		FREIGHT FORWARDER FORWARDER COMPANY FULL ADDRESS	
PRE-CARRIER BY	PLACE OF RECEIPT KAOHSIUNG, TA IWAN		
OCEAN VESSEL VO YAGE NO. BRIGHTON 011E	PORT OF LOADING KAOHSIUNG, TA IWAN	FINAL DESTINATION ABC PORT	
PORT OF DISCHARGE VANCOUVER, BC	PLACE OF DELIVERY MEMPHIS, TN	TYPE OF MOVEMENT CY/CY	
CNTR NOS W/SEAL NOS. MARKS & NUMBERS CONSIGNEE	QUANTITY	DESCRIPTION OF GOODS	GR WEI
SHIPPER MARKS		CARGO DESCRIPTION	

Tips :

Document Attachment Upload :

- 並非提供 SI 相關訊息, 請勿上傳任何檔案

Tips :

左邊顯示: SI (Draft BL) 輸入欄位
右邊顯示: 實際 Draft BL 預覽

➤ Container No. & Seal No.:

+ **New Container**: 新增, 當系統 **還沒有** 櫃號資訊時, 可 **自行新增** 欄位, 並手動輸入櫃號 & 封條

溫馨提醒: 櫃號/封條皆會依照貴司提交的 **ESI製單**, 提交ESI前請務必要核對櫃號 / 封條是否與客人提供的資料一致以避免之後修改 產生費用
如確認有誤, 線上 **ESI製單系統**在提交資料前皆可**手動修正封條** , 若有**加裝**, 請提供**加裝後**的正確封條

The screenshot shows the 'Container Information' interface. At the top, there are buttons for 'Download Template' and 'Upload', and a status 'Total Containers: 1'. A '+ New Container' button is highlighted with a red arrow. Below is a table with columns: No., Container, S.O.C., Seal No. 1, Seal No. 2, and PO No. The first row shows '1' in the 'No.' column, 'Input' in the 'Container' column, a toggle switch, and 'Input' in the 'Seal No. 1' and 'Seal No. 2' columns. A red box highlights the 'New Container' button and the 'Seal No. 1' and 'Seal No. 2' fields. Another red box highlights the 'Container' field containing 'TRHU7381891'. A dashed green box contains the following tip:

Tips :
封條若有2個以上:請於SI送出前的「Special Remark」上註明所有封條

On the right side of the interface, there is a 'CONSIGNEE' section with fields for 'CNEE COMPANY' and 'CNEE ADDRESS'. Below that is a 'NOTIFY PARTY' section with fields for 'NOTIFY COMPANY NAME' and 'NOTIFY COMPANY ADDRESS'. Further down are sections for 'PRE-CARRIER BY', 'PLACE', 'OCEAN VESSEL VOYAGE NO.', 'PORT OF DISCHARGE', and 'PLACE'. At the bottom right, there is a table with columns 'CNTR NOS W/SEAL NOS. MARKS & NUMBERS' and 'CONSIGNEE'. The first row of this table contains the values 'TRHU7381891 / TW12345678 / T14B1234567'.

Container Information & Commodity

- 1 Input Commodity 點下, 進入到貨櫃明細欄位 (Commodity Information)
- 2 + New Commodity : 新增, 即可開始輸入貨櫃資訊, 若 CONSOL BOX, 請按該櫃 SO 筆數進行新增並完成所有必填資料

Container Information

Download Template Upload Total Containers: 1 Remove + New Container

No.	Container	Action	HTS Code	HS Code	Package	Carg
1	TRHU7381891	1 Input Commodity				

Tips :

Commodity Description 請以HS/HTS 等為搜尋要件
再輸入實際出貨的 Commodity description

- ❖ HS Code: 適用於 非巴西地區+美加地區
- ❖ HTS Code: 適用於 美加地區
(POD:CA , DEL:CA or US ➡ **HS + HTS Code 都要輸入**)
- ❖ NCM#: 適用於 巴西地區
- ❖ 此欄位為必填欄位, 請務必輸入 HS CODE, 若無提供, 文件費將無法享有優惠價

Commodity Information

TRHU7381891

Tip : You can copy and paste your Commodity Information.

Total Commodities: 1 Remove + New Commodity **2**

No.	HTS Code	HS Code	Commodity Description	Package	Cargo Weight	Measure
1	Input	Input	Input	Input PACKAGE	Input KGS	Input CBM

➤ HTS/HS code/Pkg/G.W./Commodity

- 1 HTS/HS CODE: 輸入前4碼的稅則後, 在選擇適當的 稅則
- 2 補齊其他資訊, 若 CONSOL BOX, 請務必確認細項加總符合總件數、重量、CBM

Tips :

Commodity Description 請以HS/HTS 等為搜尋要件
再輸入實際出貨的 Commodity description

- ❖ HS Code: 適用於 非巴西地區+美加地區
- ❖ HTS Code: 適用於 美加地區
(POD:CA , DEL:CA or US → HS + HTS Code 都要輸入)
- ❖ NCM#: 適用於 巴西地區

Tip : You can copy and paste your Commodity Information.

1 請先輸入前4碼即可

No.	HTS Code	HS Code	Commodity Description
1	8705	Input	Input
	87051000		MTR. VEHICLES (O/THAN FOR TRANSPORT OF PERSONS OR OF GOODS), MOBILE CRANES
	87052000		MTR. VEHICLES (O/THAN FOR TRANSPORT OF PERSONS OR OF GOODS), MOBILE DRILLING DERRICKS
	87053000		MTR. VEHICLES (O/THAN FOR TRANSPORT OF PERSONS OR OF GOODS), FIRE FIGHTING VEHICLES

Commodity Information

Tip : You can copy and paste your Commodity Information.

2

No.	HTS Code	HS Code	Commodity Description	Package	Cargo Weight
1	87052000	870520	DRILLING RIGS, TRUCK MOUNTED, HYDRAULIC OPERATED	100	20000 KGS

下拉式選項, 可以選擇件數單位

選擇完稅則號碼之後, 系統會先帶入相對應的品名, 請在自行更新成實際出貨的品名

➤ US(AMS) 海關相關資料輸入

1 House Manifest Filing* (必填)

YES: NVOCC BL, 有HBL, 請選擇 YES

NO: BCO/直客單, 沒有 HBL, 請選 NO

2 AMS for House B/L*(必填)

By Carrier (Non-Auto): 船公司代傳 HBL

By NVOCC (Auto): 客人自傳 HBL (eSI最後的「Special Remark」欄位內, 請備註 SCAC CODE)

The screenshot shows a form titled "U.S. Customs Information". It contains two main sections:

- House Manifest Filing *** (marked with a red circle 1): A dropdown menu is set to "Yes". Below it, two options are listed: "Yes" with the instruction "NVOCC 提單, 有 HBL, 請選 YES" and "No" with the instruction "BCO/直客單, 沒有 HBL, 請選 NO".
- AMS for House BL *** (marked with a red circle 2): A dropdown menu is set to "By NVOCC (Auto)". Below it, two options are listed: "By Carrier (Non-Auto)" with the instruction "船公司代傳 HBL" and "By NVOCC (Auto)" with the instruction "客人自傳 HBL".

Tips :
NVOCC 有 SCAC CODE, 並且能自行傳輸, 一律由 NVOCC 自送 HBL

➤ CA (ACI) 海關相關資料輸入

1 House Manifest Filing* (必填)

YES: NVOCC BL, 有HBL, 請選擇 YES

NO: BCO/直客單, 沒有 HBL, 請選 NO

2 ACI for House BL*(必填)

By NVOCC (Auto): 加拿大HOUSE資料一律由客人自送 (eSI最後的「Special Remark」欄位內, 請備註 ACI CODE)

Canada Customs Information

House Manifest Filing * 1

Yes

Yes NVOCC 提單, 有HBL, 請選YES

No BCO/直客單, 沒有HBL, 請選NO

ACI for House BL * ⓘ 2

By NVOCC (Auto) 客人自傳 **HBL**

Tips :
加拿大 HBL 一律由NVOCC/FORWARDER 自送

➤ US(AMS) 海關相關資料輸入

ONE 代為傳輸 HBL

House Manifest Filing : YES

AMS for House BL: By Carrier

+Add New: 新增, 即可輸入 HBL 詳細資料


U.S. Customs Information

House Manifest Filing * **1** AMS for House BL * **2**

Yes **NVOCC BL, 有 HBL** By Carrier (Non-Auto) **船公司代傳 HBL**

House BL Information 點選 **ADD** 會顯示一個彈出視窗輸入 **HBL data** **3**

Remove **+ Add New**

<input type="checkbox"/>	House BL No.	Actual Shipper	Actual Consignee	Actual Notify
 No House BL Information created				

➤ CA(ACI) 海關相關資料輸入

ONE 代為傳輸 HBL

House Manifest Filing : YES

AMS for House BL: By Carrier

+Add New: 新增, 即可輸入 HBL 詳細資料

Canada Customs Information

House Manifest Filing * **1** **NVOCC BL, 有 HBL**

ACI for House BL * **2** **客人自傳 CANADA HBL**

U.S. Customs Information


House Manifest Filing * **3** **NVOCC BL, 有 HBL**

AMS for House BL * **4** **船公司代傳 US HBL**

House BL Information

點選 **ADD** 會顯示一個彈出視窗輸入 **HBL data**

5

<input type="checkbox"/>	House BL No.	Actual Shipper	Actual Consignee	Actual Notify
 No House BL Information created				

➤ US / CA - HBL 資料輸入

ONE 代為傳輸HBL

1- 7 : 請輸入HBL詳細資料

House B/L Information

Template	<input type="text" value="select"/>		
House B/L No.	1	HBL NO.	

▶ Customer Information

Actual Shipper	2	Company	Actual Shipper 公司名稱	
		Address	Actual Shipper 公司地址	
Actual Consignee	3	Company	Actual Consignee 公司名稱	
		Address	Actual Consignee 公司地址	
Actual Notify	4	Company	Actual Notify 公司名稱	
		Address	Actual Notify 公司地址	

Total	5	0	AEROSOL	▼	0.000	KGS	▼	0.000	CBM	▼	件數/重量/CBM
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▶ Mark 6 麥頭	▶ Description 7 品名

Tips :

品名/麥頭/件數/重量/CBM的資料需與 MBL DATA一致

Save
Save as Template
Close

➤ **EU (ICS2) 相關輸入**
EU FILER TYPE*

- **F10 :**
ONE Filing : 直客單
(Shipper / Consignee / Notify / Seller / Buyer皆為 BCO)
- **F11 :**
ONE Filing : 代為傳輸 HBL, 請提供 HBL 資料
(MBL Shipper / Consignee / Notify 皆為 NVOCC ;
HBL Shipper / Consignee / Notify / Seller / Buyer皆為 BCO)
- **F12 :**
ONE Filing : MBL (Shipper / Consignee / Notify 皆為 NVOCC)
NVOCC Filing : HBL (Actual Shipper / Consignee / Notify / Seller / Buyer)
傳送者(Supplementary Declarant) EORI 號碼 : ICS2 傳輸必填
MBL CNEE/NOTIFY 的EORI 如果有, 請提供, 可以加快進口通關
- **F13 :** ONE Filing : Shipper / Consignee / Notify 皆為 BCO
Customer Filing : Actual Seller / Buyer
傳送者(Supplementary Declarant) EORI 號碼 : ICS2 傳輸必填
MBL CNEE/NOTIFY 的EORI 如果有, 請提供, 可以加快進口通關

EU Customs Information

EU Filer Type * [EU Customs Information](#)

Select

Select

F10 - Carrier Filing (Straight BL + Buyer/Seller)

F11 - Carrier Filing (Master BL + House BL + Buyer/Seller)

F12 - Customer Filing (Master BL + House BL + Buyer/Seller)

F13 - Customer Filing (Straight BL + Buyer/Seller)

Tips :
(Supplementary Declarant) EORI 和 MBL CNEE/NOTIFY EORI 可以不相同, 請依實際情況提供

➤ EU (ICS2) 相關輸入

Method of Payment Master BL (MOP)

Ocan Freight 付款方式：

BL TYPE = **OBL** or **電放**：

- 現金：請選擇 CASH
- 支票：請選擇 OTHER
- 月結：請選擇 ELECTRONIC FUNDS TRANSFER
- 匯款：請選擇 ELECTRONIC FUNDS TRANSFER
- FREIGHT TERM = COLLECT :請選擇 NOT-PREPAID

BL TYPE = **SWB** or **目的地放單**：

- 月結：請選擇 ELECTRONIC FUNDS TRANSFER
- 匯款：請選擇 ELECTRONIC FUNDS TRANSFER
- FREIGHT TERM = COLLECT :請選擇 NOT-PREPAID

Method of Payment Master BL * ⓘ

Select

Payment in cash **現金**

Payment by credit card

Payment by cheque

Other (e.g. direct debit to cash account) **支票**

Electronic funds transfer **匯款**

Account holder with carrier

Not pre-paid **FREIGHT TERM = COLLECT**

➤ EU (ICS2) HBL 相關資料輸入

- 1 EU Filer = F11
- 2 Method of Payment Master BL : 請依HBL 的收費方式選擇
- 3 新增 HBL 資料

EU Customs Information

EU Filer Type * 1

F11
Carrier Filing (Master BL + House BL + Buyer/Seller) ▾

[EU Customs Information](#) ↗

Method of Payment Master BL * 2 ⓘ

Select ▾

Mandatory Field.

House BL Information 3 ^

🗑 Remove + Add New

<input type="checkbox"/>	House BL No.	Actual Shipper	Actual Consignee	Actual Notify	Action
<div style="font-size: 2em; color: #ccc; margin-bottom: 10px;">+</div> <p style="font-size: 1.2em; color: #333;">No House BL Information created</p>					

➤ EU (ICS2) HBL - Shipper / Consignee / Notify Party

ONE 代為傳輸 HBL
EU Filer = F11

- 請輸入 HBL 詳細資料

HBL Customer EORI :

- 若有:請提供
- 若沒有:請留空白

House BL Information
✕

Template

Select
可以選擇先前儲存的範本
▼

House BL No.

Input House BL No.
HBL 提單號碼

Customer Information

Actual Shipper

Company Name *

Input company name
公司名稱

Address *

Input full address (e.g: Street name, City, State & Zip code (if applicable), Country name)

公司詳細地址

Country Code *

Input Country Code
國碼 · 可參考備註

City *

Input City
城市名

State

Input State
州名 · 如果沒有 請留空白

Postal/ Zip code *

Input Zip Code
郵遞區號

EORI No.

Input EORI No.
如果沒有 · 請留空白

Type of Person

Legal Person
▼

➤ **EU (ICS2) HBL - Shipper / Consignee / Notify Party**

ONE 代為傳輸 HBL
EU Filer = F11

- 請輸入 HBL 詳細資料

HBL Customer EORI :

- 若有:請提供
- 若沒有:請留空白

Actual Consignee

Company Name *

Input company name 公司名稱

Address *

Input full address (e.g: Street name, City, State & Zip code (if applicable), Country name)

公司詳細地址

Country Code * **City *** **State**

Input Country Code 國碼, 可參考備註 Input City 城市名 Input State 州名

Postal/ Zip code * **EORI No.** **Type of Person**

Input Zip Code 郵遞區號 Input EORI No. 如果沒有, 請留空白 Legal Person

Actual Notify

Company Name *

Input company name 公司名稱

Address *

Input full address (e.g: Street name, City, State & Zip code (if applicable), Country name)

公司詳細地址

Country Code * **City *** **State**

Input Country Code 國碼, 可參考備註 Input City 城市名 Input State 州名

Postal/ Zip code * **EORI No.** **Type of Person**

Input Zip Code 郵遞區號 Input EORI No. 如果沒有, 請留空白 Legal Person

➤ EU (ICS2) 相關輸入 - Actual Customer

Buyer

*情況一：HBL的CONSIGNEE or NOTIFY為實際買方 => Buyer：可以直接勾選 Same as Consignee or Same as Notify

*情況二：HBL的CONSIGNEE or NOTIFY非實際買方 => Buyer：需輸入實際的買方資料

The screenshot shows a web form for entering buyer information. On the left, there is a sidebar with 'Address Book' and a '+ Buyer' section containing two radio buttons: 'Same as Consignee' and 'Same as Notify Party'. A red arrow points to the 'Same as Consignee' option with the text: 'MBL的Consignee or Notify即為實際Buyer 可以直接勾選 Same as Consignee or Same as Notify Party'. Below this is a '+ Seller' option. The main form area contains several input fields: 'Company' (with placeholder '公司名稱'), 'Address' (with placeholder '公司地址'), 'Zip Code' (with placeholder '郵遞區號'), 'City / State' (with placeholder '城市'), '州名' (State Name), 'Country Code' (with placeholder '國碼' and note '(可參考備註一)'), 'Type of Person' (a dropdown menu currently showing 'Legal Person'), and 'EORI No.' (with placeholder '如果有可填寫·沒有則空白'). A red box highlights the 'Type of Person' dropdown menu, which lists three options: 'Legal Person' (公司行號 (營業單位)), 'Natural Person' (個人), and 'Association of Persons' (非營利單位 (e.g.公益/慈善機構)).

➤ EU (ICS2) 相關輸入 - Actual Customer

Seller

*情況一：HBL的SHIPPER為實際賣方 => Seller : 可以直接勾選 Same as Shipper

*情況二：HBL的SHIPPER非實際賣方 => Seller : 需輸入實際的賣方資料

*** Seller**

Same as Shipper

↑

MBL的Shipper即為實際Seller
可直接勾選Same as Shipper

Company	公司名稱		
Address	公司地址	Zip Code	郵遞區號
City / State	城市	州名	Country Code 國碼 (可參考備註一)
Type of Person	<div style="border: 1px solid gray; padding: 5px;"> <p>Legal Person</p> <p>Natural Person</p> <p>Association of Persons</p> </div>	EORI No. 如果有可填寫，沒有則空白 <small>(沒有請空白)</small>	

➤ EU (ICS2) 相關輸入

HBL: Ocan Freight 付款方式 : 請依照HBL 的收款方式進行選擇

Total	0 件數	PACKAGE	0.000 重量	KGS	0.000 才數	CBM
Transport Charges Method of Payment	選擇 OFT 的付款方式					
▶ Routing House BL	Payment in cash 現金					
Place of Acceptance	Payment by credit card					
POL	Payment by cheque					
POD	Electronic funds transfer 匯款					
	Account holder by carrier					
	Not pre-paid FRT Term = COLLECT					
	Other (e.g. direct debit to cash account) 支票 or 月結					
	UNLOCODE	DEHAM				

➤ EU (ICS2) 相關輸入

Routing House BL

Place of Acceptance

<p>UN LOC Code *</p> <div style="border: 1px solid #ccc; padding: 5px; display: flex; justify-content: space-between;"> Input UN LOC Code Port Code </div> <p style="text-align: center; color: blue;">ex. TWKHH</p>	<p>Description</p> <div style="border: 1px solid #ccc; padding: 5px; display: flex; justify-content: space-between;"> Input Description 港口全名 </div> <p style="text-align: center; color: blue;">ex. KAOHSIUNG</p>	<p>Country Code</p> <div style="border: 1px solid #ccc; padding: 5px; display: flex; justify-content: space-between;"> Input Country Code 國碼 · 可參考備註一 </div>
<p>POL</p> <div style="border: 1px solid #ccc; padding: 5px; background-color: #f0f0f0;"> KAOHSIUNG CITY, TAIWAN </div>	<p>POD</p> <div style="border: 1px solid #ccc; padding: 5px; background-color: #f0f0f0;"> HAMBURG, HH, GERMANY </div>	

Place of Delivery

<p>UN LOC Code *</p> <div style="border: 1px solid #ccc; padding: 5px; display: flex; justify-content: space-between;"> Input UN LOC Code Port Code </div> <p style="text-align: center; color: blue;">ex. DEHAM</p>	<p>Description</p> <div style="border: 1px solid #ccc; padding: 5px; display: flex; justify-content: space-between;"> Input Description 港口全名 </div> <p style="text-align: center; color: blue;">ex. HAMBURG</p>	<p>Country Code</p> <div style="border: 1px solid #ccc; padding: 5px; display: flex; justify-content: space-between;"> Input Country Code 國碼 · 可參考備註一 </div>
--	---	--

如果不知道 UN LOC Code, 可以透過下方連結進行查詢, 在搜尋欄位中輸入港口全名後, 即會出現相關的Code。

<https://unlo.codes/>

➤ Shipping Mark & Description

若有特麥貼圖需求:請 EMAIL to TW TPE EXPDOC <tw.tpe.expdoc@one-line.com>

品名嘜頭: 只接受英數鍵盤字元, 不接受其他字型字元, 例如常送錯的 “ ~ ”, 這類字元都會造成傳輸失敗

EU海關要求對商品進行具體的描述, 請參考下列連結, 查看海關可接受和不可接受的品名描述指南

基於傳輸與提單的內容須相同, 大/小品名均要秀在提單上

https://taxation-customs.ec.europa.eu/system/files/2021-03/guidance_acceptable_goods_description_en.pdf



➤ MEXICO 24HRs - TAX ID# 必要欄位輸入

當地海關要求 TAX ID# (RFC#) ① ② ③ 皆為必填欄位 請務必提供正確並填入相對欄位

Mexico Customs Information

Shipper Tax ID ①	Consignee Tax ID ③
<input type="text" value="Input Shipper Tax ID"/>	<input type="text" value="Input Consignee Tax ID"/>
Notify Tax ID ②	
<input type="text" value="Input Notify Tax ID"/>	

Tips :

- 1. TAX ID# 最多可以輸入 20個字元, 超出 20字元, 則無法進行輸入
- 2. MEXICO 海關罰款 USD4100 - USD6100, 外加其他相關費用

▶ **INDIA Manifest - 必要欄位輸入**

- ① **IEC 為必填欄位** 請務必提供並填入相對欄位
- ② **Cargo Value** : 請依照貨物價值填入
- ③ **Cargo Value Currency** : 請依照貨物價值填入相對幣別 (若無法提供 CARGO VALUE → CARGO VALUE 請輸入 0)
- ④ **GSTIN#** : 請註明於「**Special Remark**」, 若無提供, 核對單 Draft BL無法繼續製作

India Customs Information

IEC Code of Indian Shipper/ Consignee * ①

Cargo Value ② 貨物價值 (數字)

Cargo Value Currency ③ 貨物價值 (幣別)

➤ **EGYPT Manifest - 必要欄位輸入**

當地海關要求提供 ACID 相關資訊 **1 2 3** 為必填欄位 請務必提供正確並填入相對欄位

1 ACID在輸入前, 請務必要先進行 查詢是否還在有效期 內

查詢網站 : <https://www.nafeza.gov.eg/en/aci/validate>

Additional Information

<p>Export References</p> <input type="text" value="Input Export References"/>	<p>Point and Country/ District Origin</p> <input type="text" value="Input Point and Country/ District Origin"/>
<p>SI Shipper Ref. No.</p> <input type="text" value="Input SI Shipper Ref No."/>	<p>Invoice Ref. No.</p> <input type="text" value="Input Invoice Ref No."/>
<p>SI Freight Forwarder Ref. No.</p> <input type="text" value="Input SI Freight Forwarder No."/>	<p>Purchase Order No. ⓘ</p> <input type="text" value="Input Purchase Order No."/>
<p>Final Destination (For the Merchant's Reference only)</p> <input type="text" value="Input Final Destination"/>	

Egypt Customs Information
Please provide the following information before documentation cut off time, find out more [here](#)

<p>ACID No. * ⓘ 1</p> <input type="text" value="Input ACID No."/>	<p>Importer ID * ⓘ 2</p> <input type="text" value="Input Importer ID"/>
<p>Exporter ID * ⓘ 3</p> <input type="text" value="Input Exporter ID"/>	

(ACI) Request validator

Check the ACID number

(ACI) Request validation

Please read the instructions carefully.

1002668782025010060

Valid ACID

Expires in: 20 Jul 2025

1

➤ **BRAZIL Manifest - 必要欄位輸入**

當地海關要求 CNPJ ① ② ③ ④ 為必填欄位 請務必提供正確並填入相對欄位

Customs Information

Brazil Customs Information
 Cadastro Nacional da Pessoa Jurídica (CNPJ) refers to National Registration Number

Shipper CNPJ * ①

Consignee CNPJ ②

Notify CNPJ ③

Tips :

1. CNPJ最多可以輸入 14個字元, 超出 14字元, 則無法進行輸入
2. Shipper TAX ID : 請填入統編
3. Brazil 海關罰款 USD 1000, 外加其他相關費用

Commodity Information

Commodity Information

Search by Container No.

< **Container 1** >

Tip : You can copy and paste your Commodity Information. Total Commodities: 1 Remove + New Commodity

No.	HS Code	NCM Co	Commodity Description	Package	Cargo Weight	Measure
1	<input type="text" value="Input"/> ④	<input type="text" value="Input"/> Mandatory Field.	<input type="text" value="Input"/>	Input PACKAGE ▾	Input KGS ▾	Input CBM ▾

UAE FILER TYPE

- **Consol :**
NVOCC BL, 有HBL - Master B/L
- **Simple :**
ONE Filing : 直客單 - Direct B/L
NO MPCID number & 沒有 HBL

Tips :

1. 選擇 Simple type, 不會有 MPCID 欄位
2. 選擇 **Consol type**, MPCID 則為必填欄位
3. MPCID 一般為七碼, 並且必須於傳輸前註冊完成
4. ONE Line's MPCID Code = **ONESL00**

BL & Freight Information

House BL Presence * ⓘ

Simple Consol.

Additional Information

Export References

Input Export References

SI Shipper Ref. No.

Input SI Shipper Ref No.

SI Freight Forwarder Ref. No.

Input SI Freight Forwarder No.

Final Destination (For the Merchant's Reference only)

Input Final Destination

UAE Customs Information

MPCID ⓘ

Input MPCID

Consignee MPCID is Mandatory to comply with regulatory requirement set by UAE National Advance Information Centre federal law (MPCID-NAIC).

Point and Country/ District Origin

Input Point and Country/ District Origin

Invoice Ref. No.

Input Invoice Ref No.

Purchase Order No. ⓘ

Input Purchase Order No.

➤ UAE Manifest - 必要欄位輸入

當地海關要求 **Shipper / Consignee / Notify Party** ① ② ③ ④ ⑤ ⑥ 為必填欄位 請務必提供正確並填入相對欄位

Shipper / Consignee / Notify Party

Company Name *

Input company name

1



Address

Input full address (e.g: Street name, City, State & Zip code (if applicable), Country name)

2

Country *

Input Country

3

City

Input City

4

State

Input State

Street/ P.O. Box

Input Street/ P.O. Box

5

Postal/ Zip code

Input Zip Code

6

EORI No.

Input valid EORI No.

Email

Input Email

Mobile No.

Input Mobile No.

➤ **Description of Goods**

請先至 [投影片 22: 提單資訊 : Cargo Information \(麥頭&品名\)](#) 及 [投影片 24: 提單資訊 : CNTR & Commodity Information \(貨櫃資訊\)](#) 查看如何輸入 Description

Commodity Information

Search by Container No.

Container 1

Heavy weight surcharges, such as Heavy Surcharge (HEA), may apply. Please [view surcharge details](#) before proceeding your Shipping Instruction.

You can copy and paste your Commodity Information.

Total Commodities: 1 Remove + New Commodity

No.	HS Code	Commodity Description	Package	Cargo Weight	Measure
1	Input	Input	PACKAGE	Input KGS	Input CBM

Total: 0 PACKAGE | 0.000 KGS | 0.000 CBM

Cancel Save

Tips :

1 2

Commodity Description 務必與 Cargo Information 中的 Description of Goods 一模一樣

Description of Goods (提單品名) 有更改, Commodity Description (傳輸品名) 也需要一併更改 (需同步修改)

3 **HS CODE 請輸入 八碼**

➤ SI Template 設定儲存及套用

Tips :

1. 可設置多個模板, 設置後可於提交SI時
 - 點選 **SI Template** 並選取下拉清單中要使用的模板
 - 點選 **Apply**, 即可帶出模板資料

Templates ^

SI Template
 Copy from Previous Booking

SI Template

Template 1
下拉清單中可選取已存檔的模板
∨

Clear Apply

Tips :

2. 可從 **Copy from Previous Booking**
 - 輸入先前 BOOKING 號碼
 - 點選**Apply** 即可複製先前 SI 詳細資料

Templates ^

SI Template
 Copy from Previous Booking

Copy from Previous Booking

Input Copy from Previous Booking
可輸入先前 BOOKING 號碼 TPEFXXXXXXXX
KHHFXXXXXXXX

Clear Apply

➤ SI Template 設定儲存及 Special Remark

- 可於SI 資料輸入完畢後，點選 **Save as Template** 直接儲存，並自訂模版名稱後，點選 **Save**，即可存成模板
- 可設定於模板 template 的欄位：Contact Information(P.6) / Shipment Parties(P.7-10) / Cargo Information(P.13) / Special Remark(P.45)

The screenshot shows the 'Special Remark' section of the SI form. It includes a text input field with the placeholder 'Enter your special remark'. A callout box explains that the 'Special Remark' field is used for special requirements, such as 'Show all charges on Draft BL, destination charges, third-party charges, SWITCH BL, RATED or UNRATED BL'. Below the input field are two buttons: 'Save as Draft' and 'Save as Template'. The 'Save as Template' button is highlighted with a red box. To the right of these buttons are 'Reset' and 'Submit' buttons. A 'Template Name Setup' dialog box is open, showing a 'Template Name' input field with the placeholder 'Input template name 自行輸入模板要設置的名稱'. The 'Save' button in this dialog is also highlighted with a red box. Arrows point from the 'Save as Draft' and 'Save as Template' buttons to a 'Tips' box at the bottom left.

Tips :

Save as Draft : 可暫存 SI 草稿

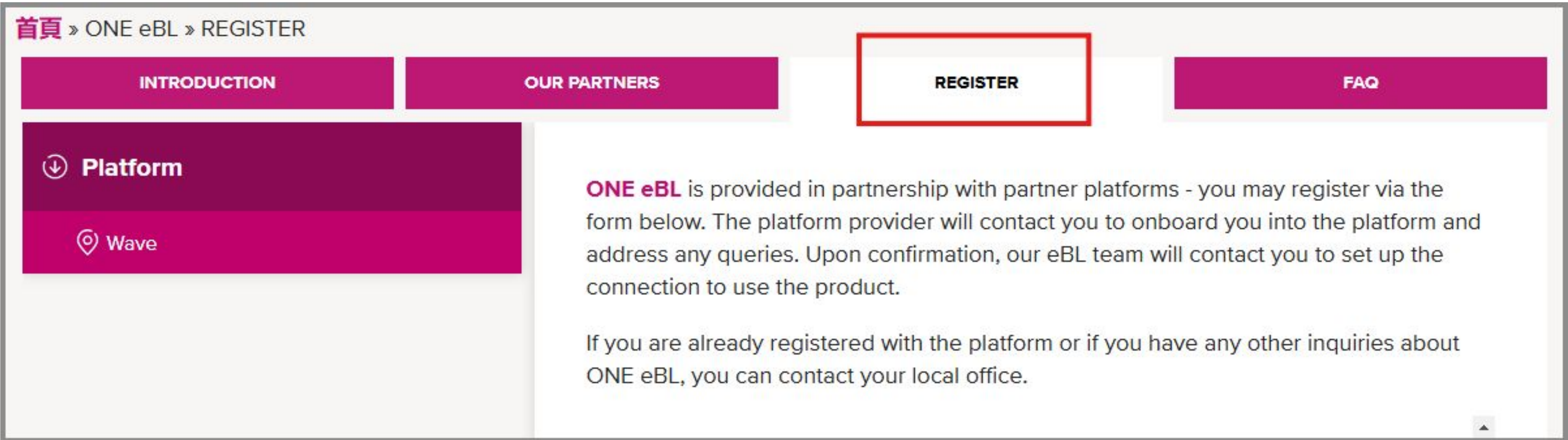
Save as Template : 存成模板, 於下一個 sSI 可套用

➤ WAVE 平台帳號申請

如確認 **OBL** 要使用 WAVE 平台提供電子檔,

- 請先至我司官網申請註冊, WAVE 平台會協助貴司完成註冊流程
- 待完成註冊後, 請再提供 BU CARD 與我司交換名片
- 提單上有出現的公司 (shipper/consignee/notify...) 都需先申請註冊帳號並與我司交換名片

<https://www.one-line.com/en/advanced-page/ebl>



---- 附錄 ----

AS ONE, WE CAN.

ONE

OCEAN NETWORK EXPRESS

Country Name	Country Code	Country Name	Country Code	Country Name	Country Code	Country Name	Country Code	Country Name	Country Code
AFGHANISTAN	AF	BELIZE	BZ	CHILE	CL	ECUADOR	EC	GIBRALTAR	GI
ALBANIA	AL	BENIN	BJ	CHINA	CN	EGYPT	EG	GREECE	GR
ALGERIA	DZ	BERMUDA	BM	CHRISTMAS ISLAND	CX	EL SALVADOR	SV	GREENLAND	GL
AMERICAN SAMOA	AS	BHUTAN	BT	COCOS (KEELING) ISLANDS	CC	EQUATORIAL GUINEA	GQ	GRENADA	GD
ANDORRA	AD	BOLIVIA	BO	COLOMBIA	CO	ERITREA	ER	GUADELOUPE	GP
ANGOLA	AO	BONAIRE	BQ	COMOROS	KM	ESTONIA	EE	GUAM	GU
ANGUILLA	AI	BOSNIA AND HERZEGOVINA	BA	CONGO, DEMOCRATIC REPUBLIC OF THE	CD	ETHIOPIA	ET	GUATEMALA	GT
ANTIGUA AND BARBUDA	AG	BOTSWANA	BW	CONGO, REPUBLIC OF THE	CG	EXTRA COUNTRY	XX	GUINEA	GN
ARGENTINA	AR	BRAZIL	BR	COOK ISLANDS	CK	FALKLAND ISLANDS (MALVINAS)	FK	GUINEA-BISSAU	GW
ARMENIA	AM	BRUNEI DARUSSALAM	BN	COSTA RICA	CR	FAROE ISLANDS	FO	GUYANA	GY
ARUBA	AW	BULGARIA	BG	COTE D'IVOIRE, IVORY COAST	CI	FIJI	FJ	HAITI	HT
AUSTRALIA	AU	BURKINA FASO	BF	CROATIA	HR	FINLAND	FI	HONDURAS	HN
AUSTRIA	AT	BURUNDI	BI	CUBA	CU	FRANCE	FR	HONG KONG	HK
AZERBAIJAN	AZ	CAMBODIA	KH	CURACAO	CW	FRENCH GUIANA	GF	HUNGARY	HU
BAHAMAS	BS	CAMEROON	CM	CYPRUS	CY	FRENCH POLYNESIA	PF	ICELAND	IS
BAHRAIN	BH	CANADA	CA	CZECH REPUBLIC	CZ	GABON	GA	INDIA	IN
BANGLADESH	BD	CAPE VERDE	CV	DENMARK	DK	GAMBIA	GM	INDONESIA	ID
BARBADOS	BB	CAYMAN ISLANDS	KY	DJIBOUTI	DJ	GEORGIA	GE	IRAN, ISLAMIC REPUBLIC OF	IR
BELARUS	BY	CENTRAL AFRICAN REPUBLIC	CF	DOMINICA	DM	GERMANY	DE	IRAQ	IQ
BELGIUM	BE	CHAD	TD	DOMINICAN REPUBLIC	DO	GHANA	GH	IRELAND	IE

Country Name	Country Code	Country Name	Country Code	Country Name	Country Code	Country Name	Country Code	Country Name	Country Code
ISRAEL	IL	LUXEMBOURG	LU	MOROCCO	MA	PALAU	PW	SAN MARINO	SM
ITALY	IT	MACAO	MO	MOZAMBIQUE	MZ	PANAMA	PA	SAO TOME AND PRINCIPE	ST
JAMAICA	JM	MADAGASCAR	MG	MYANMAR	MM	PAPUA NEW GUINEA	PG	SAUDI ARABIA	SA
JAPAN	JP	MALAWI	MW	NAMIBIA	NA	PARAGUAY	PY	SENEGAL	SN
JORDAN	JO	MALAYSIA	MY	NAURU	NR	PERU	PE	SERBIA	RS
KAZAKHSTAN	KZ	MALDIVES	MV	NEPAL	NP	PHILIPPINES	PH	SEYCHELLES	SC
KENYA	KE	MALI	ML	NETHERLANDS	NL	POLAND	PL	SIERRA LEONE	SL
KIRIBATI	KI	MALTA	MT	NETHERLANDS ANTILLES	AN	PORTUGAL	PT	SINGAPORE	SG
KOREA REPUBLIC OF	KR	MARSHALL ISLANDS	MH	NEW CALEDONIA	NC	PUERTO RICO	PR	Sint Maarten (Dutch Part)	SX
KOREA, DEMOCRATIC PEOPLE'S REPUBLIC OF	KP	MARTINIQUE	MQ	NEW ZEALAND	NZ	QATAR	QA	SLOVAKIA	SK
KUWAIT	KW	MAURITANIA	MR	NICARAGUA	NI	REUNION	RE	SLOVENIA	SI
KYRGYZSTAN	KG	MAURITIUS	MU	NIGER	NE	ROMANIA	RO	SOLOMON ISLANDS	SB
LAO PEOPLE'S DEMOCRATIC REPUBLIC	LA	MAYOTTE	YT	NIGERIA	NG	RUSSIAN FEDERATION	RU	SOMALIA	SO
LATVIA	LV	MEXICO	MX	NIUE	NU	RWANDA	RW	SOUTH AFRICA	ZA
LEBANON	LB	MICRONESIA, FEDERATED STATES OF	FM	NORFOLK ISLAND	NF	SAINT HELENA	SH	SOUTH SUDAN	SS
LESOTHO	LS	MOLDOVA, REPUBLIC OF	MD	NORTH MACEDONIA	MK	SAINT KITTS AND NEVIS	KN	SPAIN	ES
LIBERIA	LR	MONACO	MC	NORTHERN MARIANA ISLANDS	MP	SAINT LUCIA	LC	SRI LANKA	LK
LIBYA	LY	MONGOLIA	MN	NORWAY	NO	SAINT PIERRE AND MIQUELON	PM	SUDAN	SD
LIECHTENSTEIN	LI	MONTENEGRO	ME	OMAN	OM	SAINT VINCENT AND THE GRENADINES	VC	SURINAME	SR
LITHUANIA	LT	MONTSERRAT	MS	PAKISTAN	PK	SAMOA	WS	SVALBARD AND JAN MAYEN	SJ

Country Name	Country Code	Country Name	Country Code
SWAZILAND	SZ	UNITED KINGDOM	GB
SWEDEN	SE	UNITED STATES	US
SWITZERLAND	CH	UNITED STATES MINOR OUTLYING ISLANDS	UM
SYRIAN ARAB REPUBLIC	SY	URUGUAY	UY
TAIWAN	TW	UZBEKISTAN	UZ
TAJIKISTAN	TJ	VANUATU	VU
TANZANIA, UNITED REPUBLIC OF	TZ	VENEZUELA	VE
THAILAND	TH	VIETNAM	VN
TIMOR-LESTE	TL	VIRGIN ISLANDS, BRITISH	VG
TOGO	TG	VIRGIN ISLANDS, U.S.	VI
TONGA	TO	WALLIS AND FUTUNA ISLANDS	WF
TRINIDAD AND TOBAGO	TT	WESTERN SAHARA	EH
TUNISIA	TN	YEMEN	YE
TURKEY	TR	ZAMBIA	ZM
TURKMENISTAN	TM	ZIMBABWE	ZW
TURKS AND CAICOS ISLANDS	TC		
TUVALU	TV		
UGANDA	UG		
UKRAINE	UA		
UNITED ARAB EMIRATES	AE		

➤ 美國 (AMS) 相關連結

大小品名 查詢：[Examples of Unacceptable vs Acceptable Cargo Descriptions](#)

HTS CODE 查詢：[2025 HTS Revision 2](#)

➤ 加拿大 (ACI) 相關連結

大小品名 查詢：[Detailed commodity descriptions](#)

ACI港口代碼 查詢：[Sufferance Warehouses](#)

HS CODE 查詢：[Search by product \(HS code\) - Trade Data Online](#)

➤ 日本 (AFR) 相關連結

HS CODE 查詢：[Japan's Tariff Schedule \(Statistical Code for Import \) as of January 1 2025](#)

➤ 歐洲 (ENS) 相關連結

EORI / 傳輸憑證 查詢：[EORI number validation](#)

HS CODE 查詢：[TARIC Consultation](#)

ICS 2 官網：[Import Control System 2 \(ICS2\)](#)

請參考下列連結, 歐盟海關提供的可接受和不可接受的品名描述清單指南

大小品名查詢: chrome-extension://efaidnbmnnnibpcajpcqlclefindmkaj/https://taxation-customs.ec.europa.eu/system/files/2021-03/guidance_acceptable_goods_description_en.pdf

除了上面表單之外, 近期還有下列品名也有收到 REJECTION 通知

品名	品名	品名
1 ACCESSORIES	10 FOODSTUFF	19 SPARE PARTS
2 APPAREL	11 FOOTWEAR	20 SPORTING GOODS
3 AUTO ACCESSORIES	12 GARMENTS	21 STEEL
4 AUTO PARTS	13 GLASS	22 STUFFED TOYS
5 AUTO SPARE PARTS	14 HOUSEHOLD GOODS	23 TEXTILES
6 BAGS	15 MACHINERY PARTS	24 TIRES
7 BATTERY	16 PERSONAL EFFECTS	25 TOOLS
8 CABLES	17 SCRAPER	26 TOYS
9 CLOTHES	18 SHOES	27 _____ PARTS

歐盟官網提供的列表會隨時更新, 新的品名會隨時被歐盟海關列出。以上表格僅供參考

★★★若未詳實申報, 傳輸後被歐盟海關拒絕(ENS rejection), 一律收取 ENS amendment/resubmission fee USD50★★★

Seq.	Question	Answer
Q1	ONE 的EORI NUMBER ?	BEGB000109
Q2	當HBL 自送的時候, MBL 的提單號碼需輸入 ONEY 嗎 ?	要。請加上 ONEY
Q3	完成傳輸後還可以更改EU FILER 嗎 ? 例如: 原本選擇F12, 要改成 F11	可以 1. 在傳輸過後, 如有需要我司代送 HBL, 我司可以更改 EU FILER, 並且收取更正費 USD 50 2. 但是, 如更改後, 收到REJECTION, 表示歐盟海關不接受更改 EU FILER 則需要再付一次更正費 USD 50, 將EU FILER 改回來。 以上的更改的所有收費將不會退回
Q4	要怎麼知道是否有經過歐盟國家 ?	可透過我司官網中的 TRACKING 功能中, 查看船期中是否有經過歐盟國家 ONE: https://tw.one-line.com/zh-hant
Q5	請問HBL 需要在什麼時間點完成傳輸 ?	請務必要在船到前 (ETB 前) 24小時, 取得 MRN 號碼
Q6	如果沒有按時間完成HBL 傳輸, 貨物可以裝船嗎 ?	若沒有在時間內取得MRN 號碼, 依規定, 此批貨物不可以裝船
Q7	GB EORI # 可以申報 ICS 2 嗎 ?	請務必要用 EU EORI # 來申報 ICS 2
Q8	如果請船公司代送HBL, 傳輸費要怎麼收取 ?	若由我司協助傳送HBL, 傳輸費收取如下: MBL : USD35 HBL : USD35 / 套 (N 套HBL, 即收取 USD35* N)
Q9	如果有要更正, 更正費怎麼收取 ?	更正的收費標準如下: MBL : USD50 HBL : USD50 / 套 (N 套 HBL, 即收取 USD50* N)
Q10	關於貨物運送至非歐盟國家時, 需要申報ICS 2 嗎 ?	請要先至 ONE 官網中 TRACKING 欄位中查詢船靠順序及船期 ONE: https://tw.one-line.com/zh-hant 再依停靠港檢查是否申報ICS2

Seq.	Question	Answer
Q10	ENS 與 ICS 2是同時都要傳輸嗎？	(Entry Notification of Summary)ENS = 歐盟24小時前預報艙單規定 這個艙單規定現在開始使用「第2代進口控管系統」(Import Control System 2) ICS 2 簡單來說, ENS 指的是歐盟傳輸, ICS 2 是傳輸的規範
Q12	途經歐盟港口時： 提單 POD = 非歐盟國家 提單 DEL = 非歐盟國家 MBL = 需要申報 ICS 2 HBL = 視HBL DEL 是否為歐盟國家 EU FILER：視HBL情況	<p>FE4 (KAO - ESALG - EGALY) 1乘：KAO - ESALG 2乘：ESALG - EGALY 提單 POD = EGALY / 提單 DEL= EGALY 因船期途經 ESALG (歐盟國家) 所以需要選擇EU FILER, 可供選擇如下: F10：直發單 & 沒有歐盟認證的EORI NO# F11：HBL 由船公司傳送 (HBL傳輸費以套計費) F12：HBL 自行傳輸 (需要使用歐盟認證的 EORI NO#)</p> <p>MS2 (KAO- SGSIN - ILASH) 1乘：KAO - SGSIN -> 2乘：SGSIN - GRPIR -> 3乘：GRPIR - ILASH 提單 POD = ILASH / 提單 DEL= ILASH 因船期途經 GRPIR (歐盟國家)</p> <ul style="list-style-type: none"> ● 有HBL , HBL DEL = EU , MBL+HBL全都要送 ● 有HBL , HBL DEL = non-EU , 要送 MBL +HBL(不用送 BUYER/ SELLER) ● 沒有 HBL - 只需送 MBL
Q13	停靠歐盟港口時： 提單 POD = 歐盟國家 提單 DEL = 非歐盟國家 MBL & HBL 皆需要申報ICS 2 EU FILER：視HBL情況	<p>FE4 (KAO - DEHAM - NOOSL) 提單 POD = DEHAM / 提單 DEL = NOOSL BKG POD = EU , BKG DEL = non-EU 因停靠 DEHAM (歐盟國家) = 所以需要提供 ICS 2 資料</p> <ul style="list-style-type: none"> ● 有HBL , HBL DEL = EU , MBL+HBL全都要送 ● 有HBL , HBL DEL = non-EU ,要送 MBL +HBL (不用送 BUYER/ SELLER) ● 沒有 HBL - 只需送 MBL
Q14	沒有途經及停靠歐盟國家時： 提單 POD = 非歐盟國家 提單 DEL = 非歐盟國家 不需要送ICS 2, 不需要選擇EU FILER	<p>FE4 (KAO - SGSIN - GBSOU) 1乘：KAO - SGSIN 2乘：SGSIN - GBSOU 提單 POD = GBSOU / 提單 DEL = GBSOU 因沒有停靠及途經歐盟國家 = 所以不需要提供 ICS 2 資料</p> <p>MS2 (KAO - SGSIN -TRIST) 1乘：KAO - SGSIN 2乘：SGSIN - ILASH - TRIST 提單 POD = TRIST / 提單 DEL = TRIST 因沒有停靠及途經歐盟國家 = 所以不需要提供 ICS 2 資料</p>

狀態 (Status)	情況 (Scenario)	項目 (Item)	文件費 (DOC Fee)	封條費 (Seal Fee)	更正費 (Amendment Fee)
傳輸前 (Pre-Transmission)	網路提交SI (eSI Submission)	(文件結關時間內) 小部份 修改 (1st Amendment)	TWD 1,700		
		(文件結關時間內) 第二次修改 (2nd Amendment)	TWD 2,125	-	-
		超過時間修改 (Late Amendment)	TWD 2,125	-	-
	紙本提交SI (Hardcopy SI Submission)		TWD 2,125	-	-
	加裝 (Addition/Installation)	整櫃加裝 (CY Container)	-	TWD 240 / 支	-
	查驗 (Inspection)		-	TWD 240 / 支	-
	購買新封條 (New Seal Purchase)	客人申請新封條 (Customer's Factor)	-	TWD 240 / 支	-
傳輸後 (Post-Transmission)	更改資料 (Data Amendment)	AMS/ACI/ENS/AFR/SAF 傳輸地區	-	-	1) USD 50 / 次 2) 目的端未知罰款
On Board 後 (Post-O/B)	刷單後修改 (SWB/OBL/WAVE eBL/BL COPY)	重刷費 (Re-Issue BL)	TWD 2,125 / 次	-	-
		(非傳輸地區)文件費恢復原價	差額 TWD 425	-	目的端未知罰款

******* END *******

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