Antwerp Port Authorities – Protect 1.1

Message Scenario - version 28/03/10

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1 Introduction

This manual contains the description of the messages that are to be exchanged between the party responsible for the notification of the dangerous cargo (*) and the Harbour Master's Office of the Antwerp Port Authorities.

(*) Depending on the scenario, this will be the Freight Forwarder or the Ocean Carrier (or his representing Shipping Agent).

However, if while consulting this document questions concerning the interpretation of the regulations themselves occur, the dangerous goods department of the Harbour Master's Office of the Antwerp Port Authorities can be consulted.

2 PROTECT group

In support of the electronic reporting required by authorities for vessels entering or leaving a port or port area, the PROTECT Group has established a harmonized world-wide recognized EDI standard.

The EDI standard, called the PROTECT Guide describes in detail the messages exchanged between shipping lines and/or their agents or forwarders to and from the Harbour Master's Office of the Port Authorities or National Competent Authorities.

These messages support by means of EDI the reporting requirements for vessels regarding the formal and legal notification requirements for vessels, as well as the requests for services from the authorities and vessel handling companies when vessels berth and/or utilise the waters under the jurisdiction of these authorities.

The PROTECT message design group consists of the following port or national competent authorities and their Port EDI Service Providers (Port community systems):

- Port Authority of Antwerp – PORTHUS/Port-I-Com

- Port Authority of Bremen - DBH

- Port Authority of Felixstowe - MCP

- Port Authority of Hamburg - DAKOSY

- Port Authority of Le Havre - SOGET

- Port Authority of London - CNS

- Port Authority of Rotterdam and Amsterdam- Portbase

- National Competent Authority of Spain - PORTEL.

The target of PROTECT is to facilitate the authorities to improve the safety within and between their ports and waterways by means of controlling the flow of dangerous cargo and waste on board through their areas by means of the EDI exchange of information regarding the hazardous cargo on board of vessels calling the different ports.

The aim of PROTECT is divided in two : a local- and an international aim.

The first aim is : to establish an EDI link between the local declaring parties of hazardous cargo, agent and possibly forwarder, towards the local responsible authority for the notification of hazardous cargo being loaded/discharged/in transit in the port. Each port makes usage of the same UN/EDIFACT message to perform the notification : the IFTDGN message.

The second aim is to link the participating port community systems in order to enable agents in one port to internationally send/receive the dangerous cargo lists to and from corresponding agents in the following ports.

The receiving agent can base himself on the received dangerous cargo list message to make the local IFTDGN via the local port community system towards the dangerous goods department of the local responsible authority.

3 Antwerp subset of PROTECT message scenario

3.1 General introduction and principles

3.1.1 Introduction

This scenario contains a subset of the PROTECT user guide which takes into account the Antwerp Port regulations, as included in the codex or dangerous and polluting goods (CDPG) issued by the Harbour Master's Office of the Antwerp Port Authority.

Basic principles :

- The capacaity of the declaring party is shipping agent or freight forwarder.
- A shipping agent can in some cases act in both capacities.
- Every notification to the Harbour Master's Office will result in an answer, possibly with an indication of errors.
- The declaring party can change or cancel a notification.

The complete dangerous goods scenario contains the following 2 messages:

1) **IFTDGN** : (= International Forwarding and Transport Dangerous Goods Notification).

The IFTDGN message, which is explained in this user guide, is a subset of the international IFTDGN message. The specific requirements for the port of Antwerp are taken into account.

The principle concerning the additional notification (freight forwarder and shipping agent send a notification) is retained.

For the regulations, reference is made to the codex for dangerous and polluting goods (CDPG).

The structure of the IFTDGN message is used by the declaring company to the Port Authorities (=PA), as well as for the copy between the freight forwarder-shipping agent and possibly between shipping agent-freight forwarder or even shipping agent-shipping agent of the previous port for cargo remaining on board.

The IFTDGN message can be changed.

To send a Cancellation Message (e.g. when the mentioned handling action in the IFTDGN won't take place), also the IFTDGN message is used, but with an indication of "1", code for "Cancellation" in data element BGM/1225.

So the older CANMES message is no longer used to send a cancellation.

Use of this code means that the complete chain of messages belonging to a transaction is cancelled.

(A transaction is defined as a chain of messages of the same type, in which the original message is amended by e.g. adding, deleting or changing consignments in subsequent messages).

2)   **APERAK** : (= Application error & acknowledgement message)

This message is the answer message sent by the Port Authorities as an answer on:

each IFTDGN-message

This message contains the receipt of the notification, and indicates also that the notification was correct or that errors were found in the message. In case the IFTDGN message contains errors, there is indicated which errors were made and where they occurred in the message. In the latter case, the declaring party has to send a corrected IFTDGN, this until no errors are detected anymore.

3.1.2 Antwerp Dangerous goods scenario : schematic

Freight Forwarder/Shipping Agent --> Harbour Master's Office

IFTDGN   **-** creation

- replacement

- change heading

- change detail

- addition detail

- deletion detail

- cancellation

Freight Forwarder/Shipping Agent <-- Harbour Master's Office

APERAK

= answer on IFTDGN creation/replacement/change heading/ change, addition, deletion detail, cancellation.

3.1.3 Specific principles concerning the dangerous goods **notification in Antwerp**

3.1.3.1 Terminology

- definition FREIGHT FORWARDER = responsible for pre-carriage and on-carriage per truck/train/barge : this means that the capacity freight forwarder is also to be used for the responsible for the barge. The freight forwarder only notifies the handling actions pre-carriage or on-carriage, and NEVER the handling actions load/discharge/transit.
- definition SHIPPING AGENT = responsible for the vessel. Only the handling actions load / discharge / transit are used.
- definition "ACTING AS BOTH PARTIES" = the notifying party is a shipping agent which also acts as a freight forwarder. In this case the capacity of the notifying party is "BOTH"
- In case of barge or vessel, the word 'berth' = quay number is used.

3.1.3.2 Regulations & principles

1. Directive 2002/59 of the EU, the so-called "monitoring directive" (repealing directive 1993/75), defines dangerous and polluting goods as follows:
   - packed goods, mentioned in the IMDG-code
   - products mentioned in chapter 17 of the IBC-code (chemicals in bulk)
   - products mentioned in chapter 19 of the IGC-code (gases in bluk)
   - goods of group B of the IMSBC-code (dry bulk)
   - oily substances mentioned in annex I of Marpol
   - noxious substances mentioned in annex II and III of marpol

   This means that all goods which are mentioned in previous codes or conventions, are to be notified to the Harbour Master's Office if their handling in the port involves transport with ships (seagoing vessels and barges).

2. The additional notification is **mandatory** :
  1) <u>In case of a vessel</u> :
     Situation 'pre-carriage and load' or 'discharge and on-carriage':

     – in every notification of the shipping agent, reference has to be made to the freight forwarders.
     – in every notification of the freight forwarder, reference has to be made to the shipping agent.
     – exception : no additional notification is required in case the shipping agent acts simultaneously as shipping agent and freight forwarder (capacity = BOTH).

     In case the handling action is only load or discharge :

     – in every notification of the shipping agent, reference has to be made to the other shipping agent

     It is recommended that the party responsible for the import of the goods in the port area sends a copy of his notification to the party responsible for the export.

     e.g.   Import : copy from shipping agent (responsible for vessel) to the freight forwarder (on-carriage).

               Export : copy from freight forwarder (on-carriage) to shipping agent (responsible for the vessel).

     Exception :

     the additional notification is not retained for the handling action load/discharge vessel concerning bulk goods. The notification is to be reported by the shipping agent only.

  2) <u>when there is only a barge in the transport chain and no sea going vessel,,</u>
     In these notifications, the freight forwarders make reference to each other.

3. Handling action to be notified :
  1) load into vessel
  2) discharge out of vessel
  3) pre-carriage
  4) on-carriage
  5) transit vessel
  6) discharge + on-carriage (acting as both parties: agent and forwarder)
  7) pre-carriage + load (acting as both parties: agent and forwarder)

4. The notification must be received in a correct form by the Harbour Master's Office 24 hours before the handling action. In any case, every remark given via the APERAK message has to be corrected immediately.

5. A notification of dangerous goods consists of one or more IFTDGN-messages.
   The first IFTDGN-message is always the creation of the notification.

6. Only 1 handling action per IFTDGN message except in case when a company acts as both parties (shipping agent and forwarder).

7. It is possible to have different berths per handling action.

8. Requests for exceptions on the regulations, such as demand for prolongation of stay, can not be done via an IFTDGN message. If an excpetion on the regulations is granted by the Harbour Master, an authorisation number is given. This authorization number has to be indicated in the proper FTX-segment (exception on regulation).

9. The freight forwarder can group different files into 1 IFTDGN message. The shipping agent can group different notifications of the freight forwarders into 1 IFTDGN.

10. The method of handling has not to be indicated.

11. crucial references :
    – **unique message reference**
    – **security file number** = internal number created by the Harbour Master's Office for each notification of dangerous goods. This security file number covers for a number of notifications.
      E.g. In case of pre-carriage (forwarder) and loading (agent), an additional notification is necessary. In both notifications the same security file number is used. As answer on the creation of the dangerous goods notification, the PA give a security file number. The notifying parties have to use this security file number within the same notification by the same notifying party.

    – **reference to a permission number received in an exceptional demand.**

12. The expression "transhipment" is not used : is replaced by load and discharge for a vessel and by pre-carriage/on-carriage for other means of transport than vessel. Only if the shipping agent is the same, a special handling of "transshipment" can be used in the IFTDGN message as of this PROTECT 1.1 version in Antwerp.

13. Main means of transport
    There is a hierarchy concerning the means of transport :

    ● Vessel : in case the notification concerns a vessel : the vessel is always the main means of transport.
    ● Barge : in case there is no vessel but a barge, the barge is always the main means of transport.
    Remark : in case the handling action concerns 2 identical means of transport e.g. : discharge from vessel and load in another vessel, the main means of transport is the vessel in which the goods are loaded.

14. A limited number of data, which are not yet known by the notifying party can be indicated as "To be nominated". This is **only** possible for :
    – IMO (Lloyd's) number vessel not yet known
    – name of vessel or barge is not yet known
    – name of the freight forwarder is not yet known by the shipping agent in case of handling action discharge
    – container number is not yet known

In these 4 cases the <u>correct names or numbers</u> must be given to the Port Authorities in principle <u>before the handling action</u>, and at least on the same day of the handling action, by means of a <u>change</u> of the notification.

15. <u>the capacity of the notifying party</u>
In the IFTDGN message the capacity of the notifying party has to be indicated, together with the name of the company and the authorized person

DA = declaring agent

= agent, acting as declaring party

DF = declaring forwarder

= forwarder, acting as declaring party

CG = agent

= agent, not acting as declaring party

FW = forwarder

= forwarder, not acting as declaring party

BO = both

= agent, acting as agent and forwarder.

this is the so called situation 'both' (double function)

The notifying company is DA agent or DF forwarder or BO both

16. <u>Identification of the vessel</u> :

– notifying party = **AGENT** (DA or BO)
The notifying agent is always obliged to give the following information to identify the vessel :

1. Ship's stay reference number   AND
2. IMO (Lloyd's) number of the vessel

– notifying party = **FREIGHT FORWARDER** (DF)
The notifying freight forwarder is always obliged to give the following information to identify the vessel:

EITHER the following two data together

1. Ship's stay reference number   AND
2. IMO (Lloyd's) number of the vessel

OR the following three data together

1. name vessel   +
2. estimated date of arrival of the stay of vessel in port   +
3. estimated date of departure of the stay of vessel in port

OR the following four data together

1. name vessel   +
2. estimated date of arrival of the stay of vessel in port   +
3. estimated date of departure of the stay of vessel in port +
4. IMO (Lloyd's) number of the vessel

17. <u>Dangerous goods information :</u>
a) principles concerning **PACKED** dangerous goods information as defined in the IMDG-code and Annex III of the Marpol Convention:

1. rule : IMDG class + UN number (if allocated) are mandatory to be given
2. in case the dangerous goods don't appear nominative in the IMDG code or in case the dangerous goods appear under a general number, it is mandatory to indicate the dangerous goods fysical state (solid, liquid or gaseous) and risks which are not mentioned in the IMDG-class and the proper shipping name. This information has to be mentioned in the proper FTX-segment (conditions) in the IFTDGN-message..

b) principles concerning **BULK** dangerous goods information as defined in the IBC-, IGC- and the IMSBC-codes and Annex I and II of the Marpol convention.

1. IMDG class = 0.00
2. UN number is mandatory to be given if allocated.
In case no UN number is allocated, the UN number has as value 0000

3. following packagingcodes can be used:
   NE - unpacked

   VY - Bulk, solid, fine particles ("powders")

   VR - Bulk, solid, granular particles("grains")

   VQ - Bulk,liq. gas (at normal temp./pressure)

   VO - Bulk, solid, large particles ("nodules")

   VL - Bulk, liquid Number of packages must be stated as 0 or 1.
4. number of packages = 0
5. For sea going tankervessels it is mandatory to notify empty uncleaned tanks by means of an IFTDGN-message.For a tankervessel calling at the port with empty uncleaned tanks, the last cargo contained must be notifyed as bulk discharge with a net weight of 1kg. For a tankervessel leaving the port with empty uncleaned tanks, the last cargo contained must be notified as bulk load with a net weight of 1kg.

18. <u>Principles concerning the dates of handling</u>
   – notifying party = AGENT
   As the date of handling, the '<u>Date of operation</u>' (<u>DOA</u>) is given **only** by the <u>agent</u> to indicate the handling action load/discharge vessel

   – notifying party = FORWARDER
   As the date of handling, the 'Date Arrival' for the pre-carriage means of transport or the 'Date Departure' for the on-carriage means of transport is to be indicated

- Date arrival pre-carriage (132) : with action pre-carriage

- Date departure on-carriage (133) : with action on-carriage

19. <u>Locations</u>

There are 2 important locations which can be indicated in the dangerous goods notification :

1. Place of handling :
is always mandatory to be given (except in case of transit)
(=berth/terminal/warehouse)

2. Warehouse :
is additionally mandatory to be given in case the pre- or on-carriage of dangerous goods occurs via a warehouse and in case one and the same forwarder is responsible for the whole route.

Besides the place of handling, this is a second location which has to be indicated.

In case of **export** this location contains the code of the last warehouse of temporary stay within the port area, before the transport to the berth of shipment.

In case of **import** this location contains the code of the first warehouse of temporary stay within the port area, after the on-carriage from the berth of unshipment.

e.g. goods are transported per truck after discharging a vessel. Before the goods are loaded in another vessel, they are temporary stored in a warehouse.

The locations which are to be indicated by the forwarder

(= responsible for on-carriage truck) are as follows :

1.   Berth from where the goods will be on-carried per truck +
2.   Warehouse where the goods will be stored

20. Principles concerning the stowage position :

The following formats for stowage cells a recommended :

* container vessels : as per ISO standard :
Bay/Row/Tier in format : BBBRRTT.
If Bay number is less than 3 characters it must be filled with leading zeros, eg "0340210".

* feeder vessels : as per ISO standard :
Hatch/Tier/Row in format HHHTTRR
If hatch number is less than 3 characters it must be filled with leading zeros.

∗ ro-ro vessels: Deck/Lane/Distance/Level in format DDLLDDDDLL:

- DD: number of the deck, counted from bottom to top.
- LL: number of the lane, counted from port to starboard.
- DDDD: disctance in meters for the bow or the stern to the center of gravity of the dangerous goods unit.
  where **F**DDD: **F**orward
       ADDD: **A**ft
- LL: to indicate that dangerous cargo is stowed in multiple levels on the same deck.

∗ tanker vessel : tank number

∗ general cargo vessels : 3 to 9 characters :
  − firstly 3 positions (mandatory) for the cell number
    (01,02, etc. with further indication : S (starboard), P (Portside) or C (Centre))

  − secondly 3 positions (optional) for the indication of the deck level :
    WED= weather deck
    TD9= tween deck 9
    ......
    TD1= tween deck 1
    LOH= lower hold

  − the last 3 positions (optional) for a further indication within a hold, e.g. hatchcovers

4 IFTDGN message

4.1 Functional definition

The International Forwarding and Transport Dangerous Goods Notification message is the Edifact message which is sent from the freight forwarder and/or shipping agent to the Dangerous Goods Department of the Port Authorities concerning the local notification of the dangerous goods being loaded/ discharged/ transported per pre-carriage/transported per on-carriage or which stay in transit in the Port of Antwerp.

4.2 Principles IFTDGN message

− The IFTDGN message is based on the local legal information requirements concerning the notification of dangerous goods towards the Port Authorities

− A dangerous Goods notification message may contain several consignments.

– Each goods item can only contain one dangerous goods class.

– A consignment may contain several goods items/dangerous goods classes.

– "Consignment" means: party/parties of goods which are to be handled in one movement.
In other words, a consignment can consist of different parties dangerous goods of different IMDG classes, on the condition that these are related to only one movement.

– A dangerous goods class may be transported in one or more containers, and a single container may contain one or more dangerous goods class.

– Concerning the rules of the notification of dangerous goods, we refer to the CDPG issued by the Harbour Master's Office of the Antwerp Port Authority.

– **One notification = one message = one handling action**
exception 1 = situation 'acting as both parties' : the handling actions pre-carriage + load or discharge + on-carriage can be notified in one message.

exception 2 = situation 'transhipment by the same shipping agent': the handling action 'tranship' can be notified in one message.

A notification can consist of a number of consecutive messages, from which the first is always the creation of a certain notification. This creation can eventually be followed with a number of modifications and/or a logical cancellation of the notification.

4.3 Description of the situations of dangerous goods notification in Antwerp

The following pages describe schematically the different situations which can occur concerning to the dangerous goods notification.

Remark : It is recommended that the party responsible for the import of the goods in the port area sends a copy of his notification to the party responsible for the export.

This is not always represented in the following drawing.

A.   IFTDGN in function of Seagoing vessel

A.1.1   Load packed goods
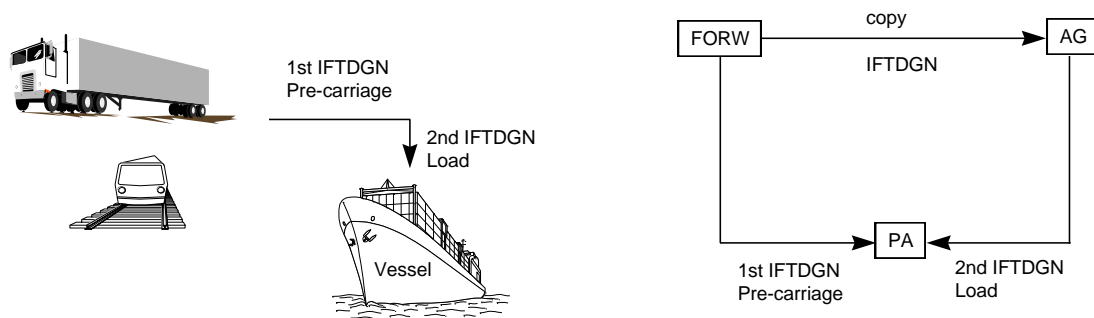
A 1.2   Load bulk goods

A 2.1. Discharge packed goods

2nd IFTDGN
On-carriage

1st IFTDGN
Discharge

Vessel

FORW

AG

2nd IFTDGN
On-carriage

PA

1st IFTDGN
Discharge
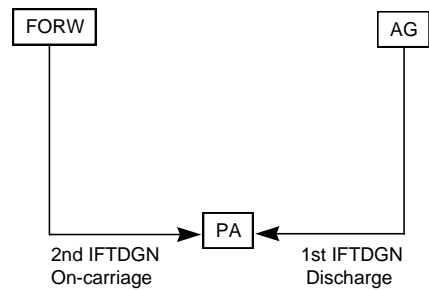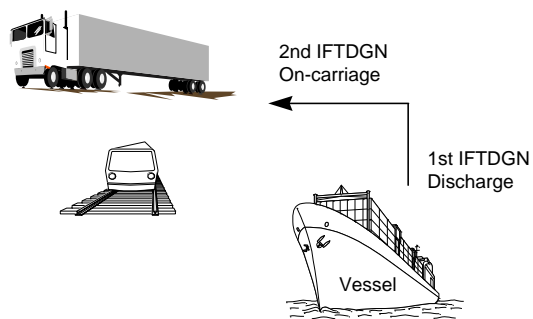
A 2.2. Discharge bulk goods

Discharge bulk

Vessel

AG

IFTDGN
Discharge bulk

PA

A 3 Transit

Transit

Vessel

AG

IFTDGN
Transit

PA

![porthus logo] BUSINESS WITHOUT BOUNDARIES
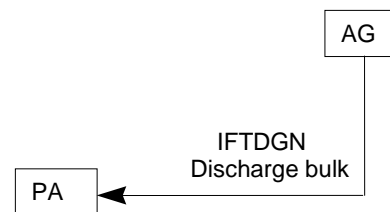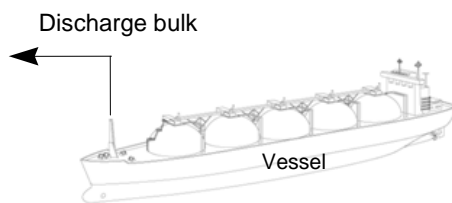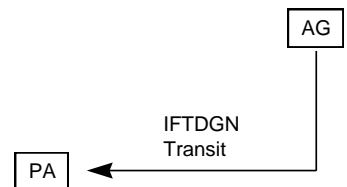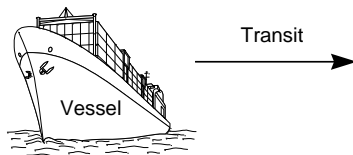
A 4   <u>Discharge vessel A / Load in vessel B</u>

A 4.1.   <u>Dangerous goods remain on the terminal – different Agents</u>

1st IFTDGN Discharge

2nd IFTDGN Load

AG A   AG B

PA

1st IFTDGN Discharge   2nd IFTDGN Load

1st IFTDGN Discharge

2nd IFTDGN Load

AG A   AG B

PA

1st IFTDGN Discharge   2nd IFTDGN Load

A 4.2. <u>Dangerous goods remain on the terminal – same Agent</u>

IFTDGN Transhipment

AG A

PA
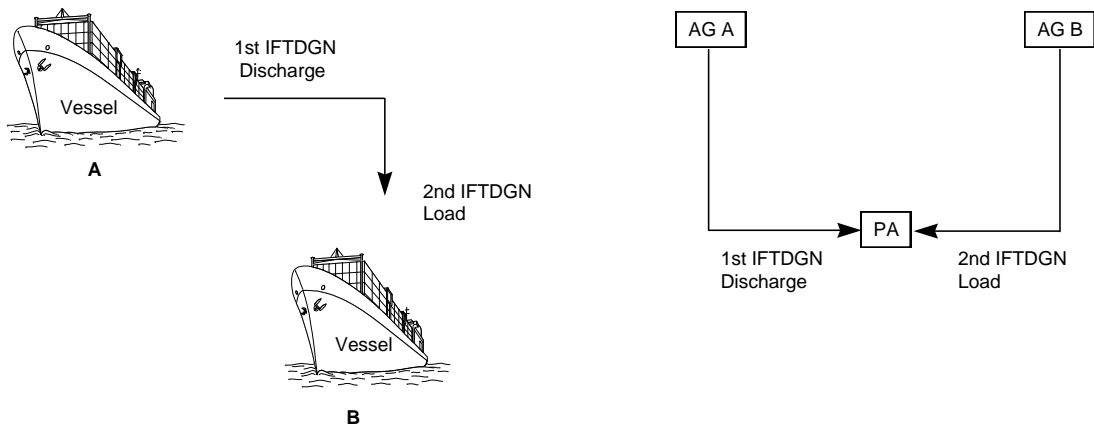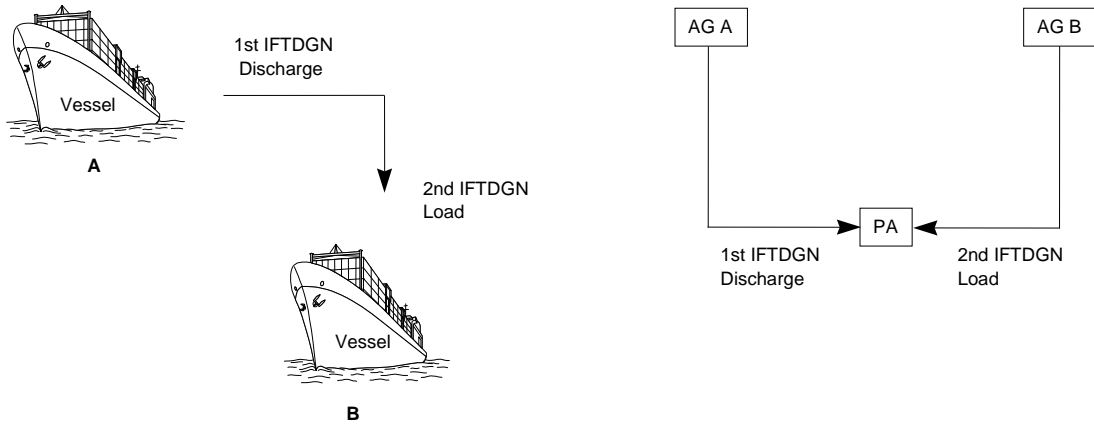
IFTDGN Transhipment

A 4.3   With temporary stay in warehouse

A

Vessel

1st IFTDGN
Discharge

2nd IFTDGN
On-carriage

warehouse

B

Vessel

3rd IFTDGN
Pre-carriage

4th IFTDGN
Load

AG A

FORW A

PA

1st IFTDGN
Discharge

2nd IFTDGN
On-carriage

FORW B

AG B

PA

3rd IFTDGN
Pre-carriage

4th IFTDGN
Load
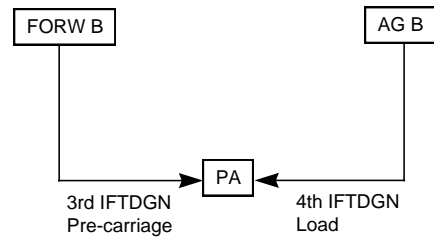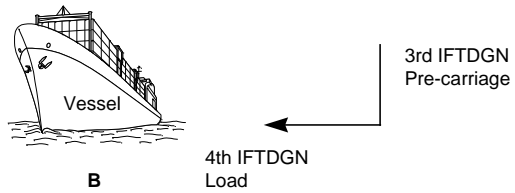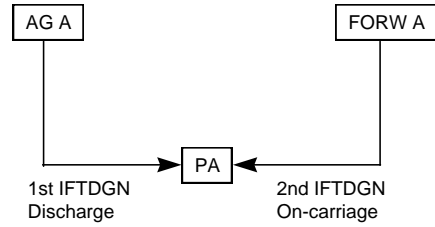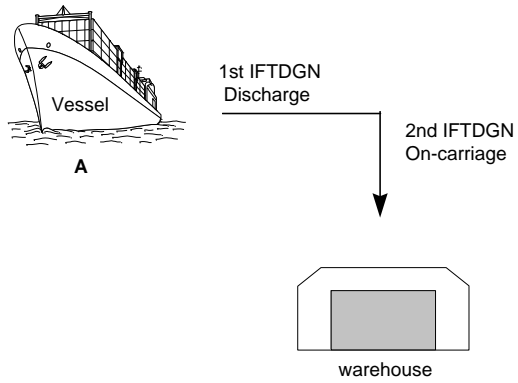
B   IFTDGN in function of Barge

B 1.   Pre-carriage

1st IFTDGN
Pre-carriage

2nd IFTDGN
On-carriage

Barge

respons. barge

FORW A   FORW B

PA

1st IFTDGN
Pre-carriage

2nd IFTDGN
On-carriage

B 2.   On-carriage

2nd IFTDGN
On-carriage

1st IFTDGN
Pre-carriage

Barge

respons. barge

FORW A   FORW B

PA

1st IFTDGN
Pre-carriage
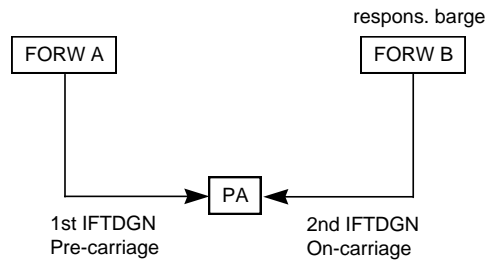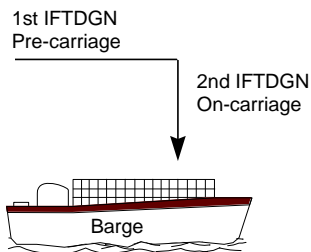
2nd IFTDGN
On-carriage
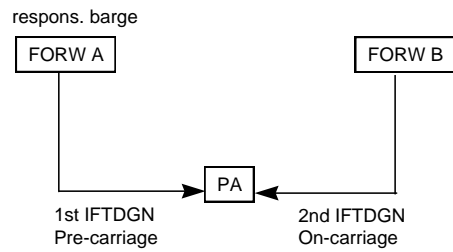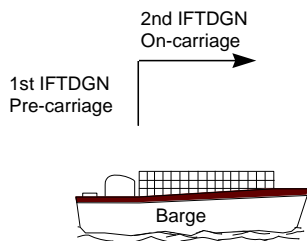
B 3   Pre-carriage barge A / On-carriage barge B

B 3.1   Without temporary stay in warehouse

1st IFTDGN
Pre-carriage

Barge

A

2nd IFTDGN
On-carriage

Barge

B

respons. barge A   respons. barge B

FORW A   FORW B

PA

1st IFTDGN
Pre-carriage

2nd IFTDGN
On-carriage

B 3.2. <u>With temporary stay in warehouse</u>

1st IFTDGN
Pre-carriage

Barge

A

2nd IFTDGN
On-carriage

warehouse

Barge

B

3rd IFTDGN
Pre-carriage

4th IFTDGN
On-carriage

respons. barge A

FORW A   FORW B

PA

1st IFDGN   2nd IFTDGN
Pre-carriage   On-carriage

respons.barge B

FORW C   FORW D

PA

3rd IFDGN   4th IFDGN
Pre-carriage   On-carriage

C   <u>Discharge vessel / on-carriage barge</u>

C.1.   <u>Without temporary stay in warehouse</u>

Vessel

1st IFTDGN
Discharge

Barge

2nd IFTDGN
On-carriage

respons. barge

FORW   AG

PA

2nd IFTDGN   1st IFTDGN
On-carriage   Discharge

C.2.   <u>With temporary stay in warehouse</u>

1st IFTDGN
Discharge

Vessel

2nd IFTDGN
On-carriage

Warehouse

4th IFTDGN   3rd IFTDGN
On-carriage   Pre-carriage

Barge

AG A   FORW A

PA

1st IFTDGN   2nd IFTDGN
Discharge   On-carriage

respons. barge

FORW B   FORW C

PA
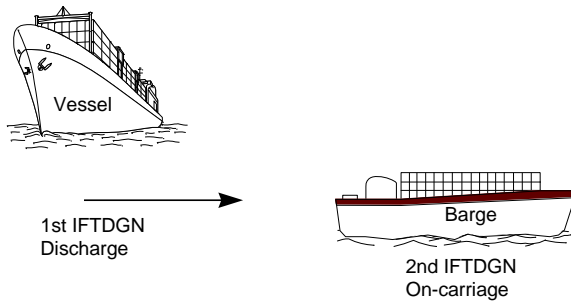
3rd IFTDGN   4th IFTDGN
Pre-carriage   On-carriage
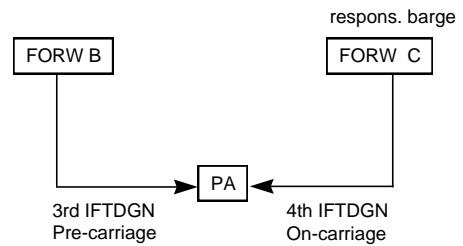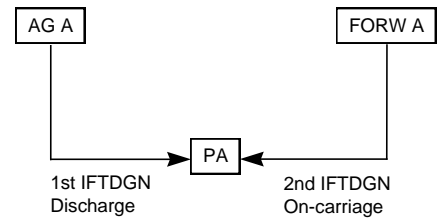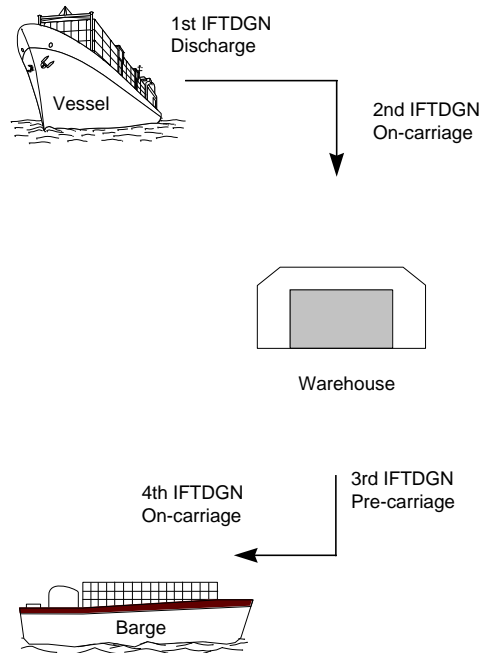
D　Pre-carriage barge / load vessel

D 1.　Without temporary stay in warehouse

Barge

1st IFTDGN
Pre-carriage

Vessel

2nd IFTDGN
Load

respons. barge

FORW　　　　　　AG

PA

1st IFTDGN　　　　2nd IFTDGN
Pre-carriage　　　　Load

D.2　With temporary stay in warehouse

1st IFTDGN
Pre-carriage

2nd IFTDGN
On-carriage

Barge

Warehouse

Vessel

3rd IFTDGN
Pre-carriage

4th IFTDGN
Load

repons. barge

FORW A　　　　FORW B

PA

1st IFTDGN　　　　2nd IFTDGN
Pre-carriage　　　　On-carriage

FORW C　　　　　AG

PA

3rd IFTDGN　　　　4th IFTDGN
Pre-carriage　　　　Load

WWW.PORTHUS.COM
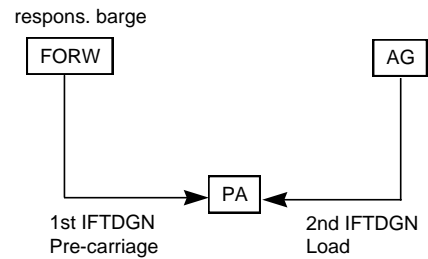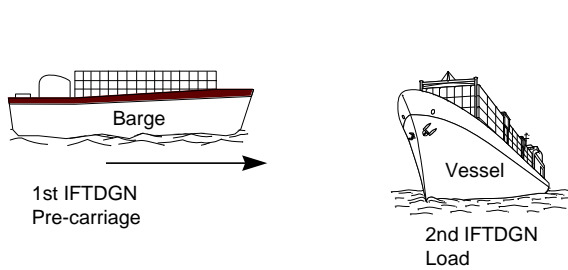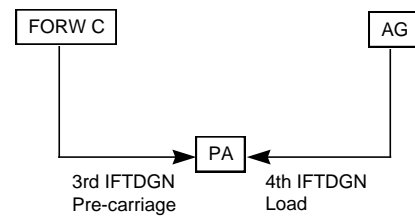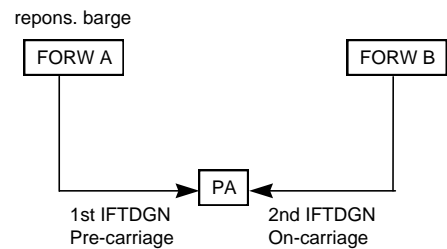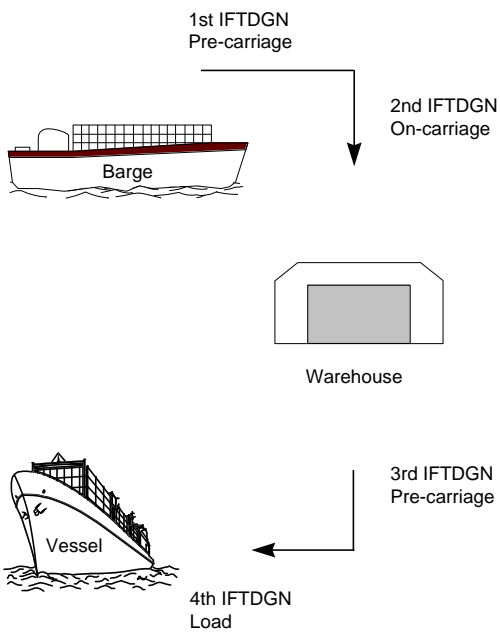
4.4 IFTDGN message : creation + modifications

4.4.1 Terminology : "transaction", "UTR" and "UMR"

Electronic data interchange or EDI between two or more partners starts with creating a "dossier" by the EDI partner, possibly followed with a number of changes or with the cancellation of the dossier.

The information is sent via "electronic messages" or shortly "messages".

With "transaction" is meant: all the messages belonging to one dossier.

The EDI partner who takes the initiative to start the transaction is known as the "sender".

The EDI partner who has to validate and process the transaction is known as the "receiver".

In order to distinguish the different transactions by a certain EDI partner in an unambiguous way, every transaction receives a unique reference

("Unique transaction reference" or shortly UTR). This UTR has the representation an..15 and is to be chosen by the sender.

In order to distinguish the different message within such a transaction, they receive a chronological successive sequential number with representation n2 which starts from 01.

The **UTR** together with the **sequential number** of the message within the transaction, form the "Unique message reference" or shortly UMR.

This reference has the representation an17.

4.4.2 Principles concerning UTR and UMR in the dangerous goods scenario

The unique transaction reference and the unique message reference number are given in the BGM segment (Beginning of message), namely in data element **1004 Document/message number**.
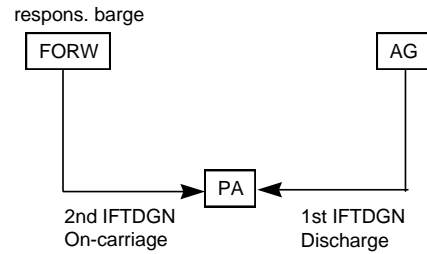
In the dangerous goods scenario the transaction = notification, this means that the transaction starts with the creation of IFTDGN, possibly followed with a number of changes or with the cancellation of the notification.

Principle UTR

– the first 6 positions of UTR are reserved for indicating the code of the notifying party, forwarder or agent (see code lists).
The remaining 9 positions are free to choose, but under the condition that they are unique per transaction

Principle UMR

– each message (creation/change of IFTDGN, or cancellation via IFTDGN) which is sent within a certain transaction (=notification), contains a sequential number. The positions 16 and 17 indicate this sequential number.
A creation of an IFTDGN message has as sequential number 01.

Is the notification being changed, the sequential number gets the number 02, 03, 04,..

− if the Port Authorities receive a IFTDGN message of which the positions 16 and 17 don't follow sequentially on the previous received message, the message will be rejected by the Port Authorities.

The rejected sequential number can not be used again in the same transaction (notification).

4.4.3 Status of IFTDGN message

The status of the IFTDGN message is given in the BGM segment (Beginning of message), namely in data element 1225 Message function, coded.

The 1225 values of IFTDGN are :

in header section :

9   original = creation = first message in the transaction

33 change heading = replacement of a heading data, without changing anything on detail section

5   replace = complete replacement of the whole message

1 cancellation = complete cancellation of the whole message

in detail section :

2 addition = addition of a detail group

3 deletion = deletion of a detail group

4 change = change of a detail group

With a <u>heading data</u> is meant: a data which contains information which relates to the entire message. In the IFTDGN message structure, this data stands in a segment which is placed before the CNI segment.

With a <u>data from the detail section</u> is meant: a data which stands in the CNI group of the IFTDGN structure.

Remark: in case information of the heading section <u>and</u> of the detail section changes:

− either a IFTDGN message is sent with value 5 (replace)
− or a IFTDGN message is sent with value 33 and afterwards a IFTDGN is sent with the value 2 or 3 or 4.

4.4.4 Creation of IFTDGN

Creation of the transaction (notification) is given by:

1. status of the message = 9 (Original) in data element 1225
2. unique message reference number (UMR) in data element 1004:
unique part contains 15 positions (=UTR) (from which the first an..6:

agent/forwarder code) + positions 16-17: sequential number 01.

When a rejection is sent by the Port Authorities as answer on a creation of IFTDGN, the sender
has to make a new transaction (=new UTR with sequential number 01)

4.4.5 Change in heading section

With a change in heading section, 2 methods can be used:

1)Replacement
BGM :

1004   unique message reference (UMR), which consists of the unique transaction
reference   number (UTR: 15 positions) + sequential nr. indicating which number of
message within the transaction.   (e.g. 1004 = AGENTX333333   02)

1225   status of the message = 5 (replace).

It is important to know that **all** the information in the previously sent messages
related to this transaction are completely cancelled and afterwards are
completely new created with the information in the replacement message.

RFF :

security file number. This number is created by the Port Authorities and has always to
be given by the declaring party in case of modifying or cancelling a sent IFTDGN.

RFF :

reference is made to the unique message reference number (UMR) of the previous
message. The qualifier value to be used is : ACW.

e.g. ACW = AGENTX333333   01 (= 17 positions of 1004 of the previous IFTDGN)

FTX : reason why the IFTDGN is replaced

2) Change in heading section
BGM :

1004   unique message reference (UMR), which consists of the unique transaction
reference   number (UTR:15 positions) + sequential nr. indicating which number of
message within the transaction.

(e.g. 1004 = AGENTX333333   02)

1225   status of the message = 33 (change in heading section).

The value 33 indicates only a change of a heading data, e.g. name of the barge is changed from TBN into known.

It is important to know that **only** the heading data are overwritten with the correct information. From the detail section, only the mandatory data have to been given which won't be overwritten and as a result have to contain unchanged information.

RFF :

security file number. This number is created by the Port Authorities and has always to be given by the declaring party in case of modifying or cancelling a sent IFTDGN.

RFF : reference is made to the unique message reference number (UMR) of the previous message.
The qualifier value to be used is : ACW.

e.g. ACW = AGENTX333333   01 (= 17 positions of 1004 of the previous IFTDGN)

FTX : reason why the IFTDGN is changed

4.4.6 Change in detail section

With a change on detail level, 2 methods can be used:

1) Replacement

BGM :

1004   unique message reference (UMR), which consists of the unique transaction reference

number (UTR:15 positions) + sequential nr. indicating which number of message within the transaction.

(e.g. 1004 = AGENTX333333   02)

1225   status of the message = 5 (replace)

It is important to know that **all** the information in the previously sent messages related to this transaction are completely cancelled and afterwards are completely new created with the information in the replacement message.

RFF :

Security file number. This number is created by the Port Authorities and has always to be given by the declaring party in case of modifying or cancelling a sent IFTDGN.

RFF : Reference is made to the unique message reference number (UMR) of the previous message.

The qualifier value to be used is : ACW.

e.g. ACW= AGENTX333333 01 (= 17 positions of 1004 of the previous IFTDGN)

FTX : reason(s) why the IFTDGN is replaced

+ ALL the CNI segment groups

2) Addition, deletion, change on detail level

Principle : CNI is the lowest level of change in the detail section.

e.g. when a data of a certain goods item is changed, the entire CNI group of that CNI number with the whole detail inclusive the changes is to be given.

With a change in detail section, the following data have to been given:

BGM :

1004 unique message reference (UMR), which consists of the unique transaction reference

number (UTR:15 positions) + sequential nr. indicating which number of message within the transaction.   (e.g. 1004 = AGENTX333333 02)

1225 status of the message =

2 Addition : addition of a CNI group.

3 Deletion : a cancellation of a CNI group.

This value can not be used in case the IFTDGN consists of only one consignment. In this situation, the 1225 value 1 (cancellation of the complete message) has to be used.

4 Change : a change of a CNI group.

This means that the whole detail group will be deleted and will be replaced   by another group.

RFF :

Security file number. This number is created by the Port Authorities and has always to be given by the declaring party in case of modifying or cancelling a sent IFTDGN.

RFF :

Reference is made to the unique message reference number (UMR) of the previous message. The qualifier value to be used is : ACW.

e.g. ACW= AGENTX333333   01 (= 17 positions of 1004 of the previous IFTDGN)

FTX :   reason(s) why the IFTDGN is changed

CNI :

Consolidation item number = sequential number in CNI segment.

Together with value 2 (Addition) in 1225 in BGM: this means that e.g. one CNI group is added to a notification which contains already 4 CNI groups. The sequential number = 5

Together with value 3 (Deletion) : this means e.g. deletion of a second CNI group in a notification which contains already 4 CNI groups.

Together with value 4 (Change) in 1225 in BGM, this means that the entire CNI group where the change occurred is to be given, inclusive the changes. The sequential number of CNI shows which CNI group is to be modified.

4.4.7 Specific case : value TBN

The value 'To be nominated' has to be used in IFTDGN for:

– IMO (Lloyd's) number not yet known
– Name vessel or barge not yet known
– Name forwarder not yet known in case the notification is sent by an agent and when it concerns the situation 'discharge'
– Container number not known

In these four cases the correct names or numbers must be given to the Port Authorities in principle before the handling action, and at least on the day of the handling action by means of :

– a IFTDGN with 1225 value 5
– a IFTDGN with 1225 value 33 (TBN stands in heading section)
– or IFTDGN with 1225 value   4 (TBN stands in detail section)

1. Value TBN in header of a data which is known afterwards, e.g. name barge as main means of transport. 24 hours before the handling action, the name of the barge has to be announced possible with the value TBN. At least on the same day of the handling action, the value TBN has to be corrected by means of value 33 or 5 to give the name of the barge in TDT on header level.
2. Value TBN in detail group (CNI group) which is known afterwards, can occur in the following situations
   a) for the value TBN in case the Lloyd's number changes to known

b) for the value TBN in case of name barge/vessel changes to known

c) for the container number in SGP changes from TBN to known (TBN1,TBN2,...)

d) for import in case the agent has indicated the forwarder(s) firstly as TBN

In these 4 situations the value 4 Change or the value 5 Replace of 1225 is to be used.

4.4.8 <u>Examples</u>

The first 6 positions of the UTR in IFTDGN message contain the code of the notifying party (agent or forwarder); e.g. "AGENTX".

The agent (sender) uses T1 as value of the remaining 9 positions of UTR.

The Port Authorities (receiver), use for all the answers concerning this transaction the value APICS A1 as UTR in APERAK message.

<u>remark</u> :

    Functionality APERAK message   = answer message of Port Authorities on
- a creation or modification of IFTDGN
- a cancellation IFTDGN message

This message contains the receipt of the notification, and indicates also that the notification was correct or that errors were found in the message.

The use of APERAK is explained into detail in the chapters concerned.

Message type UMR =   **000000 00011111111**   **1225-value**

                        123456 78901234567

----

1) Creation notification of AGENTX :

IFTDGN   UMR in BGM: AGENTX   ZZ1   01   9 (creation)

2) For some reason, this creation is rejected by the Port Authorities:

APERAK   UMR in BGM: APICS   XY   01   9 (creation)

      ACW in RFF:AGENTX   ZZ1   01

3) AGENTX tries to create the notification again; (he has to create a new UTR) :

IFTDGN   UMR in BGM: AGENTX   VD4   01   9 (creation)

4) This creation is also rejected by the Port Authorities :

APERAK   UMR in BGM: APICS   AA   01   9 (creation)
      ACW in RFF:AGENTX   VD4   01

5) AGENTX tries for the third time to create the notification :

IFTDGN   UMR in BGM: AGENTX   T1   01   9 (creation)

6) This creation is accepted by the Port Authorities:

APERAK   UMR in BGM: APICS   A1   01   9 (creation)
          ACW in RFF: AGENTX   T1   01

7) AGENTX sends a change on this notification:

IFTDGN   UMR in BGM: AGENTX   T1   02   33 (change in heading)
          ACW in RFF: AGENTX   T1   01

8) This change is accepted by the Port Authorities:

APERAK   UMR in BGM: APICS   A1   02   9 (creation)
          ACW in RFF: AGENTX   T1   02

9) AGENTX sends a second change on the notification, but by reason of some system errors, he uses the wrong message sequence number 04:

IFTDGN   UMR in BGM: AGENTX   T1   04   33 (change in heading)
          ACW in RFF: AGENTX   T1   02

10) As a result, this change is rejected by the Port Authorities :

| APERAK | UMR in BGM: | APICS | A1 | 03 | 9 (creation) |
| | ACW in RFF: | AGENTX | T1 | 04 | |

11)AGENTX sends the change again, but now using the correct message sequence number :

| IFTDGN | UMR in BGM: | AGENTX | T1 | 03 | 33 (change in heading) |
| | ACW in RFF: | AGENTX | T1 | 02 | |

12)This change is accepted by PA :

| APERAK | UMR in BGM: | APICS | A1 | 04 | 9 (creation) |
| | ACW in RFF: | AGENTX | T1 | 03 | |

13)AGENTX sends another change, but may not use the message sequence number 04 (in order to guarantee unicity of UMR) :

| IFTDGN | UMR in BGM: | AGENTX | T1 | 05 | 33 (change in heading) |
| | ACW in RFF: | AGENTX | T1 | 03 | |

14)This change is accepted by PA :

| APERAK | UMR in BGM: | APICS | A1 | 05 | 9 (creation) |
| | ACW in RFF: | AGENTX | T1 | 05 | |

15)Finally, AGENTX decides to cancel the notification and to make an end to the transaction :

| IFTDGN | UMR in BGM: | AGENTX | T1 | 06 | 1 (cancellation) |
| | ACW in RFF: | AGENTX | T1 | | |

16)This cancellation is accepted by PA :

| APERAK | UMR in BGM: | APICS | A1 | 06 | 9 (creation) |
| | ACW in RFF: | AGENTX | T1 | 06 | |

4.4.9 Reference to a IFTDGN in special situations

In an IFTDGN message, the unique message reference is included in the segment BGM, data element 1004 = unique message reference (17 positions). The word 'unique transaction reference' refers to the first an..15 positions.

In case of a following change or a cancellation of the IFTDGN, the unique message reference / transaction reference is used in order to make the link with the original created/changed IFTDGN. This is done via the RFF segment, in data element 1154 (with 1153 = ACW : reference to previous message).

In the creation of a IFTDGN there exists no link with any other IFTDGN.

However, in exceptional situations it is necessary that a link is showed between two IFTDGN's.

This is essential in situations where no change on a dangerous goods notification can be made, but where instead a creation of a new IFTDGN message has to be made which <u>cannot</u> be sent to the Port Authorities 24 hours before the date of operation. In this situation, it is very important that the second IFTDGN can refer to the first IFTDGN.

<u>Examples</u> of such situations: (list is not limited)

– forwarder: containers with dangerous goods are notified and stand already on berth in order to be loaded on vessel X. Due to external circumstances : all containers or some containers will not be loaded on vessel X, but on vessel Y.
As the goods stand already on berth, any creation of the notification can't be sent before the date of operation.

– agent: containers with dangerous goods are already notified in order to be loaded on vessel X. Due to external circumstances, it is decided within 24 hours that the goods won't leave on vessel but will leave by barge.

<u>Method</u> : via two methods

1. Replacement of the original IFTDGN: value '5' (replace) in 1225 in segment BGM.
The link is created via the RFF segment, ACW (reference to previous message)
2. Creation of a second IFTDGN.
the link is made by means of the reference in the creation of a **second** IFTDGN to the unique transaction reference of the creation (resp. change) of the first IFTDGN (= first an..15 positions) via :
for **EACH** related GID group :

    DGS - FTX :   4451 Text subject qualifier

                    AAC (dangerous goods additional information)

                    4440 unique transaction reference

The second method is explained by means of the following examples:

example 1 : (only the key data are indicated)

- situation forwarder : pre-carriage per truck in order to load on vessel.
  Date of operation (arrival goods on berth) = 6/5/'96

  The vessel will arrive at the berth on 7/5/'96

  On 4/5/'96 : creation of IFTDGN message, with 2 GID groups :

  BGM   1004 = FORWDX T1   01

              1225 = 9 (creation)

  CNI 1

  GID 1 - DGS - SGP : 8260 = XXXU1234567

  GID 2 - DGS - SGP : 8260 = XXXU7654321

- on 7/5/'96 :   due to external circumstances : container XXXU1234567 will be loaded on another   vessel.

- on 7/5/'96 :

  1. creation new IFTDGN message :
     BGM   1004 = FORWDX ZZ   01

                 1225 = 9 (creation)

     CNI 1   (date of operation remains 6/5/'96)

     GID 1 - DGS - SGP :   8260 = XXXU1234567

              DGS - FTX :   4451 = AAC (dang. goods addit. info)

                             4440 = FORWDX T1

     (remark : in case both the containers will be loaded on another vessel, GID 2 would also be indicated :

     GID 2 - DGS - SGP :   8260 = XXXU7654321

              DGS - FTX :   4451 = AAC(dang. goods addit. info)

                             4440 = FORWDX T1)

  2. modification of the first IFTDGN message :

     BGM   1004 = FORWDX T1   02

                 1225 = 4 (change)

RFF   1153 = ACW

            1154 = FORWDX T1   01

CNI 1

GID 2 - DGS - SGP :   8260 = XXXU7654321

example 2 : (only the key data are indicated)

− agent : load in vessel.
     Date of operation (load on vessel) = 7/5/'96

    On 4/5/'96 : creation IFTDGN message, with 2 GID groups :

       BGM   1004 = AGENTX T1   01

               1225 = 9 (creation)

       CNI 1

       GID 1 - DGS - SGP : 8260 = XXXU1234567

       GID 2 - DGS - SGP : 8260 = XXXU7654321

− on 7/5/'96 :   due to external circumstances : goods will leave per barge instead of vessel

− on 7/5/'96 :

    1. creation new IFTDGN message
       (as forwarder : on-carriage barge)

       BGM   1004 = FORWDX YY   01

               1225 = 9 (creation)

       CNI1   (date of operation - on-carriage barge is 7/5/'96)

       GID 1 - DGS - SGP :   8260 = XXXU1234567

               DGS - FTX :   4451 = AAC (dang. goods addit. info)

                          4440 = AGENTX T1

       GID 2 - DGS - SGP :   8260 = XXXU7654321

               DGS - FTX :   4451 = AAC (dang. goods addit. info)

                          4440 = AGENTX T1

2. cancellation of first IFTDGN message: via a IFTDGN message with BGM/1225 = 1
(only the key data are indicated)

BGM   1004 = AGENTX T1   02

           1225 = 1 (cancellation)

RFF   1153 = ACW

           1154 = AGENTX T1

4.5 Instructions how to use IFTDGN in the different situations of the dangerous goods notification

4.5.1 Introduction

Crucial in the dangerous goods notification, is the identification of the correct situation.

In what follows, an overview is given of all the different situations of dangerous goods notification and how they fit into the EDIFACT IFTDGN message.

Which segments, qualifier values and code values have to be indicated in some cases, is dependent upon the different situations of the handling action.

The information is divided according to the structure of the message, :

– Header information
– Consignment information (CNI group)
– Goods item information (GID group) : applies to all the situations

2.7.2. Status

In order to identify each situation, there is on the scheme

1) to each data a certain status allocated :

M = mandatory to be used

C = presence is dependent on certain conditions, or is free to choose (Conditional)

U = not used

2) to a group of data a certain status allocated, e.g.

Means of transport (pre-/on-carriage)	C
Mode	M
Name	C

This means that the whole group concerning the means of transport is conditionally to be given.

In case the data of the means of transport are given, it is mandatory to indicate the 'mode'.

These instructions have to be followed in order to send a correct IFTDGN.

Remark : this scheme has to be examined with the following IFTDGN documentation :

1) Specific principles concerning the EDI dangerous goods notification in Antwerp (see 1.3.)
2) description of the situations of dangerous goods notification in Antwerp (see 2.3.)
3) message structure IFTDGN (see 2.5.)

4.5.2 Important remarks

1. BGM segment is mandatory to be used to specify the type of notification (Bulk or Non-bulk).

2. HAN segment is mandatory to be given in all situations.
The type of handling action is here to be indicated (discharge, load, transit, pre-carriage, on-carriage, pre-carriage + load, discharge + on-carriage).

Only one handling action per IFTDGN message.

The notifying shipping agent can only use discharge/ /load/ transit.

The notifying forwarder can only use pre-carriage/on-carriage.

The expression "transhipment" is not used : is replaced by load and discharge for a vessel and by pre-carriage/on-carriage for other means of transport than vessel.

3. TDT segment in header level has always to be used to indicate the main means of transport.

TDT segment in detail level is used to indicate the pre-carriage or on-carriage means of transport.

4. DTM segment :

   a) in the IFTDGN message different data can be indicated,

   HEADER LEVEL :

   The stay of a vessel in the port of Antwerp :

   = qualifier values   132 (arrival date/time, estimated)

                       133 (departure date/time, estimated)

   DETAIL LEVEL :

   − expected date of arrival of pre-carriage means of transport
   = qualifier value 132

   − expected date of departure of on-carriage means of transport
   = qualifier value 133

– date of handling of hazardous cargo (date of operation)
= qualifier value DOA

– expected stay of a means of transport on a certain berth
= qualifier values

– ETA (arrival)
– ETD (departure)

b) DTM on detail level is always mandatory to be given, except in the situation transit of vessel

c) date of handling :

– notifying party = AGENT
DOA = date of load/discharge vessel, has always to be given by the notifying agent.

– notifying party = FORWARDER
132 = the date of arrival of pre-carriage means of transport

133 = the date of departure of on-carriage means of transport

Either 132 or 133 are to be indicated by the forwarder.

d) ETA / ETD :

= expected stay of a means of transport on a certain **berth of handling**

e.g. pre-carriage truck for on-carriage barge :

forwarder responsible for truck :

132 (arrival truck)

ETA-ETD (dates of stay on berth of the barge)

forwarder responsible for the barge :

133 (departure barge)

ETA-ETD (dates of stay on berth of the truck)

5. NAD segment :

5.1. **Capacity of notifying party**

NAD segment on header level is always to be used to indicate the capacity of the notifying party = DA (declaring agent) or DF (declaring forwarder) or BO (both).

a) Declaring party = AGENT or Declaring party = BOTH :

– in NAD on header level :
= agent / BO = both

+ complete identification, namely code company, name & address company, responsible person, reference, tel./fax number.

b) Declaring party = FORWARDER :

- in NAD on header level :
  DF = forwarder + code company

- in NAD on detail level : complete identification, namely code company, name & address company, responsible person, reference, tel./fax number

5.2. **Second notifying party**

According to the situation, NAD segment on header level or on detail level is to be used to refer to the other notifying party.

e.g. forwarder (DF) refers to the agent (CG) on header level.

Besides the code of the company, also a contact person within the agency can be mentioned.

Exception :   with the notification load bulk / discharge bulk, no reference is made to the   forwarder as second party.

6. LOC segment :
   is always mandatory to be given, except in the situation of transit of vessel
   In this segment, the berth of handling is to be indicated.
   It is possible to give different berths per notification.
   Besides the place of handling, a second location (warehouse) has to be indicated in case
   the dangerous goods are **temporary** stored in a warehouse.

4.5.3 **Example**

Situation 1. **Pre-carriage per truck/train for load vessel**

The forwarder makes the first notification. Some key information is :

- notifying party :   NAD segment header level,
                                                           data element 3035 = DF (declaring forwarder)

- action pre-carriage :   HAN segment,
                                                           data element 4079 = P (Pre-carriage)

- main means of transport vessel :   TDT segment header level,

data element 8067 = 1 (Vessel)

- pre-carriage means of transport truck :   TDT detail level
data element 8067 = 3 (truck)

- berth of arrival means of transport :   LOC segment
data element 3225

- arrival pre-carriage means of transport on berth :   DTM segment
data element 2380 (via 2005 = 132)

The forwarder sends a copy to the <u>agent</u>, and on his turn he makes a notification with the following key information :

- notifying party :   NAD segment header level
data element 3035 = DA (declaring agent)

- action load :   HAN segment,
data element 4079 = L (Load)

- main means of transport vessel :   TDT segment header level,
data element 8067 = 1 (Vessel)

- berth of arrival transport means :   LOC segment
data element 3225

- date load in vessel :   DTM segment
data element 2380 (via 2005 = DOA)

5 APERAK Response Message

APICS sends the answer-message APERAK : APplication ERror and AcKnowledgement message.

Reference to the original message is made via the RFF(ACW)-segment.

6 Technical description of IFTDGN and APERAK messages

6.1 Message Implementation Guides

The Message Implementation Guide (MIG) of the IFTDGN and the APERAK messages are explained segment per segment in separate documents :

- UN_IFTDGN_D98B_PROT11_vs1.0.pdf
- UN_IFTDGN_D98B_PROT11_TSH_vs1.0.pdf (Transhipment)
- UN_APERAK_D98B_PROT11_vs1.0.pdf

6.2 General information

In order to have a good interpretation of the technical description of the different messages, the following preliminary observations are made :

Explanation Functional use :

− on segment level : after 'Function' of the segment.
  e.g. RFF segment on level 0 : this segment RFF is to be used when data element 1225 (in segment BGM) has the value 33, 2, 3 , 4 or 5.

− on composite level : after identification of the composite data element
  e.g. in GID segment : first composite C213 Number and type of packages
  (Number and type of the OUTER package is to be indicated)

− on data element level : after identification of the data element

Explanation Status and Usage Indicators :

Status Indicators

Status Indicators (M and C) form part of the UN/EDIFACT standard and indicate a minimum requirement to fulfill the needs of the message structure.

M Mandatory (Obligatory) in the Edifact international directory

C Conditional in the Edifact international directory

A 'Conditional' Status Indicator may be accompanied by a supporting "Usage Indicator" which is either R, O, D or X.

Usage Indicators

The indicators (M, R, D, O and X) which are shown adjacent to data items and which dictate the agreed specific usage of the data items or entities within a certain message.

The usage indicators are :

Value	Description
M	Mandatory
	Indicates that this item is mandatory in the message.
R	Required
	Indicates that this entity must be sent in this implementation.
D	Dependent
	Indicates that the use of the entity depends upon a well-defined condition or set of conditions. These conditions must be clearly specified in the relevant implementation guideline.
O	Optional
	Indicates that this entity is at the need or discretion of the sender of the message.
X	Not Used
	Indicates that the entity is not to be used is this message implementation.

Explanation of the following representation:

M/1	Must occur once
C/2	May occur up to two times
M/9	Must occur once and may occur up to nine times
M-C/2-5	Must occur at least two times and may occur up to five times
	(this is very clear, but it is not an International notation however)

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7 Document History

Version History

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1.0	08/03/2010	Eric Duchesne	Document creation
2.0	19/03/2010	Eric Duchesne	Document creation
3.0	28/03/2010	Eric Duchesne	Document creation

Related Documents

Version	Date	Document	Author
1.0	15/6/2009	UN_IFTDGN_D98B_PROT11_vs1.0.pdf	Porthus
1.0	25/2/2010	UN_IFTDGN_D98B_PROT11_TSH_vs1.0.pdf	Porthus
1.0	9/3/2010	UN_APERAK_D98B_PROT11_vs1.0.pdf	Porthus

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