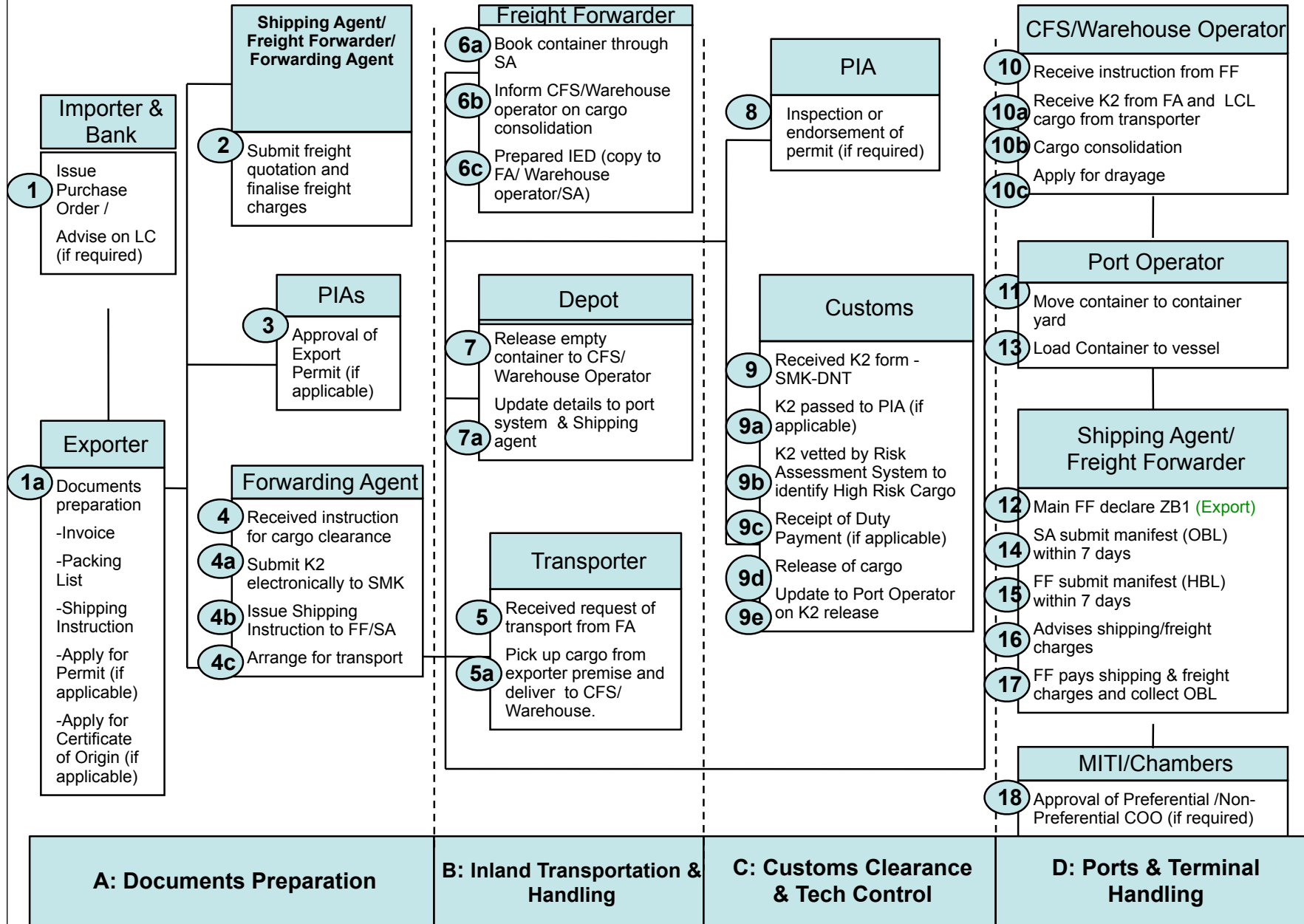


EXPORT FLOW FOR LCL CARGO (PORT KLANG) console cargo

Attachment 1A



No	Process Flow	Document	Process Time	Cost
1	Importer issues purchase order to exporter. An LC advise is issued by the bank (for applicable shipments)	- Purchase Order - Letter of Credit	2 Working Days (LC Advise)	
1a	<p>Exporter prepares commercial invoice, packing list & shipping instruction (after the order is confirmed)</p> <p><i>-Shipping booking can be done in advance</i></p> <p><i>-Shipping instruction when all details are available</i></p> <p>- Apply for Export Permit from PIA (if applicable) – can be done in advance.</p> <p>- Exporter applies for Certificate of Origin if applicable:</p> <p>i. preferential (e.g. CEPT) from MITI</p> <p>ii. non-preferential from Chamber of Commerce</p>	<p>- Invoice</p> <p>- Packing list</p> <p>- Shipping instruction</p> <p>- Export Permit</p> <p>- COO</p> <p>- Invoice / PL / BL/ K2 required when applying for COO</p>	<p>1 Day (Document Preparation)</p> <p>Overall – 2 days</p>	
2	<p>Submit freight quotation and finalise freight charges with shipper.</p> <p>- Receive and accept booking from shipper.</p> <p>- Provide shipper with booking confirmation.</p> <p><i>*Freight quotation and frieght charges can be done in advance</i></p>	<p>Freight Quotation</p> <p>Shipping instruction</p>	1 Day	

A

No	Process Flow	Document	Process Time	Cost
4	Forwarding agent receives instruction from exporter for cargo clearance	Export permit	Overall – 2 days	No cost
4a.	Prepare K2 Form and submit to Customs through SMK-DNT Net interface	Invoice Packing list	Response Time : 5- 20 min	EDI charges: RM 0.88 per KB RM30
4b.	Issue shipping instruction to Freight Forwarder or Shipping Agent		20 min	
4c.	Forwarding Agent arranges for transport by submitting request of transport to transport company		10 min	
5	Freight Forwarder books container through Shipping Agent		5 min	
5a.	Freight Forwarder informs CFS/Warehouse operator on cargo consolidation		10 min	
5b.	Freight Forwarder prepares IED with copy to Forwarding Agent, CFS/Warehouse operator and Shipping Agent (4 copy of IED)		20 min	
6	Transport company receives request of transport from Forwarding Agent		10 min	
6a.	Lorry driver picks up cargo from Exporter's premise and delivers to designated CFS/Warehouse.		4 hours	

} **A**

} **B**

No	Process Flow	Document	Process Time	Cost
6b.	F.F Inform CFS/Warehouse operator on cargo consolidation			
6c.	F.F Prepared IED (copy to FA/ Warehouse operator/ SA)			
7	Haulier picks up empty container from Depot & delivers it to CFS/Warehouse		2 hours	
7a	Depot updates container number to booking in Port system and shipping agent.		10 min	
8	The relevant government agency will carry out cargo inspection or endorsement of the export permit if required.	K2 Export Permit	8 hrs (if inspection required)	
9	Customs receives printed K2 declaration and supporting documents from Forwarding Agent. Supporting documents : invoice, packing list and IED. (Applicable to parallel transactions only – not applicable in Paperless)	K2 Invoice, Packing List IED Export Permit	2-5 min	No Cost
9a.	K2 is channeled by Customs to PIAs if required. Inspection or endorsement of permit by PIA (if applicable)	K2 Export Permit	2 – 5 min	No cost

C

No	Process Flow	Document	Process Time	Cost
9b.	K2 declaration is vetted by Risk Assessment System and 'High Risk' Cargo will be identified for control procedure (documentary check, inspection by scanning or physical inspection)	K2	Electronic : Nil Manual : 5 min	No Cost
9c.	Payment of duty or cess, where applicable , either by Electronic Fund Transfer or manual	K2 Bank draft Cheque	EFT : 20- 60 min	EFT charges : RM 8.00 per transaction
9d.	Approval/Release is given automatically after full payment of Duty is received by Customs	K2 COR (Paperless)	2-5 min	No Cost
9e.	K2 release information is transmitted to Port Operator by Customs	-	30 min	No Cost
10	CFS/Warehouse Operator receives instruction from Forwarding Agent on consolidation of LCL cargo		10 min	
10a.	Receive processed K2 from Forwarding Agent and LCL cargo from lorry driver.		2 hours	
10b.	Consolidate cargo and stuff into container.		2 hours	
10c.	Apply for drayage	Drayage Request Form	5 min	
11	Port operator makes arrangement to move container from CFS/Warehouse to container yard		30 min	
12	Main Freight Forwarder declares ZB1 to Free Zone Authority (ZB1 submitted electronically, paperless)	ZB1 (export)		

D

No	Process Flow	Document	Process Time	Cost
13	Port Operator loads container to vessel	Load list	10 min	
14	Shipping agent submits export manifest (OBL) electronically to Customs within 7 days after vessel departure.	Manifest	5 min	
15	Freight Forwarder submits export manifest (HBL) electronically to Customs within 7 days after vessel departure.	Manifest	5 min	
16	Freight forwarder advises shipping & freight charges to shipper and/or forwarding agents	Freight Invoice	10 min	
17	Freight forwarders pays shipping & freight charges and collect OBL. Freight forwarders will issue their HBL to exporters or Forwarding Agent	Bill of Lading	10 min	
18	Approval of Preferential /Non- Preferential COO (if required)	Certificate of Origin	30 min	

} **D**

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

Legend (Export Flow):

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