

No	Process Flow	Document	Process time	Cost
1	Shipping Agent/NVOCC/Freight Forwarders submit Discharge Discharge List to Port Operator/Terminal.	Discharge List.		
2	Shipping Agent/NVOCC/Freight Forwarders submit Manifest (K6) to Customs electronically.	B/L.		
3	Shipping Agent/NVOCC/Freight Forwarders submit dangerous goods declaration to DG Dept., PKA electronically (for dangerous goods only) 48 hours before 1st. vessel arrival.	MSDS.	5 – 60 minutes.	
	Submission of declaration according to Guidelines and Procedure for Dangerous Goods.			
4	Shipping Agent/NVOCC/Freight Forwarders submit ZB1 (Transshipment) declaration to FZA electronically before 2nd. vessel departure.	B/L.	5 – 60 minutes.	
	Submission of declaration according to Free Commercial Zone Standard Operating Procedure.			

No	Process Flow	Document	Process Time	Cost
5	Customs receive K6 electronically.	Transshipment Manifest	Within 24 hours before first vessel arrival.	
6	DG Dept., PKA receive declaration of dangerous goods electronically.	-	5 – 30 minutes.	-
7	DG Dept., PKA process declaration and give approval.	-	Within 60 minutes from complete declaration receipt.	-
8	FZA receive ZB1 (Transshipment) electronically.	-	5 – 30 minutes.	-
9	FZA process declaration and give approval.	-	Within 60 minutes from complete declaration receipt.	-

No	Process Flow	Document	Process Time	Cost	
10	Shipping Agent/NVOCC/Freight Forwarders submit Load List to Port Operator/Terminal.	Load List.			
11	Port Operator/Terminal verify approval of ZB1 (Transshipment) given by FZA.				C
12	Loading/unloading of cargo/container from 1st. vessel into 2nd. vessel.				

Legend (Transshipment Flow):

- K6 Customs Transshipment Manifest.
- B/L Bill of Lading.
- DG Dept., PKA Dangerous Goods Department, Port Klang Authority.
- FZA Free Zone Authority (Free Zone Department, Port Klang Authority).
- MSDS Material Safety Data Sheet.
- NVOCC Non-Vessel Operating Common Carrier.