



HYUNDAI MERCHANT MARINE Co. Ltd.

User Manual for Website Booking & SI & VGM

January, 2018

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How to register ID

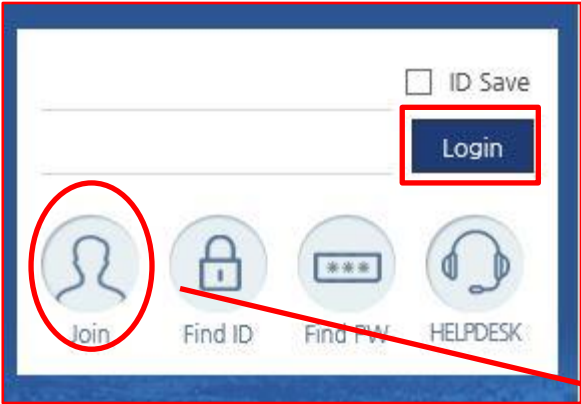
► To obtain E-Booking & E-S/I access, a user should register ID firstly.

- Click www.hmm21.com/france
- Please don't forget to change your bookmark URL. Even though URL seems same, system will guide old (invalid) HMM website, if you don't change your bookmark again.

The screenshot displays the HMM website's 'LOCAL SITES' section. The 'LOCAL SITES' menu is highlighted, and the 'FRANCE' link is selected. The 'FRANCE' page shows a 'Schedule' section with a 'Port-to-Port' tab selected. The 'Schedule' section includes fields for 'From' and 'To' locations, a 'Period' dropdown, and a 'View Type' selector. A 'My Schedule' section is also visible with a 'Please register your favorite schedule.' message.

How to register ID

- Click 'New Registration'.
- Check 'terms and conditions' and click the check box, if agree.



[MY HMM](#) > [My Info](#)

※ If you want to change your information, please update correspond to item with us first.
 ※ Please fill in all the blanks in the '*' marked section completely.

* User ID	primer
* Password	Change Password
* First Name	jagoda
* Last Name	burban
* Company	primer
* Company Type	Shipper
* Nation	GERMANY
State :	Other Country
(U.S. Only)	
* E-mail Address	j.burban@primer.pl (Please ensure accuracy of e-mail address)
* Address	ul. Hutnicza 3
* Zip Code	81-212 Gdynia
* Telephone No.	0587330183
* Mobilephone No.	601536207
Fax No.	0587330185
Date Type	YYYY-MM-DD
Assign Agent	
Latest Shipment (B/L No. Shipper Code, S/C No.)	

Submit

How to register ID

- Fill in each of columns and click 'Submit'.

※ After registration, the user authority should be granted by local CSR.

: If user doesn't have HMM contact point, find nearest office's information on '**Agences / Contacts**'.

Login

user > Login

■ Terms of Use

Before further accessing, browsing or using (collectively, "use" or "using") this website, in part or whole, please read the following terms and conditions.

By using this website, in part or whole, you agree to be bound by the following terms and conditions.

If you do not agree to these terms and conditions, you should not use this website.

1. General

The following are terms and conditions of a legal agreement which governs your use of our website currently operating under the domain name www.hmm21.com, ("Website"), including all contents, applications, software, programs, tools, files, and services provided therein.

Additional terms and conditions of use applicable to specific areas of the Website may also be posted separately in such areas and, together with the terms and conditions herein, govern your use of those areas.

This agreement, together with any such additional terms and conditions and as may be amended from time to time, are referred to as the "Agreement."

HMM expressly reserves the right to change, delete, or add all or any part of the Agreement at any time, effective immediately upon notice published on the Website.

Your continued use of the Website constitutes your acceptance of the Agreement, including any change, deletion or addition made by HMM as permitted above.

If at any time any term or condition of this Agreement is no longer acceptable to you, you should immediately cease all use of the Website.

2. Eligibility

The Website is intended for customers and business partners of HMM and its affiliates.

By using the Website, you represent and warrant that you are a competent person who has the authority to enter into the Agreement with HMM with valid and binding effect on you and/or any entity you represent and on behalf of which you are entering into the Agreement and you further undertake to use the Website in compliance with the Agreement.

☐ Agree

Agree **Cancel**

Quick Link

B/L, BOOKING, CNTR NO

Suivi de conteneur

Booking

B/L

Saisie VGM

Surcharge

Mon envoi

DEM/DET(Freetime)

Agences / Contacts

Or

www.hmm21.com/france

Company | Local Sites | **Office** | Register

FRANCE

B/L, Booking, Cntr no, Keyword

Q

SITEMAP



Agences / Contacts

France Office

Container Bulk Le Havre [France] Europe France

Address

Courbet Plaza - Batiment B, 46,
rue Louis Eudier, 76064 Le Havre,
France

Bing

Office Name

Le Havre Marseille Lyon

* Please click below list for more contact information.

How to access to new booking

(1) Booking Input/Update/Inquiry

- Thorough Booking Input/Update/Inquiry menu, customer can create new booking and also can search their own bookings.
- Customer can search their bookings by booking date (from 1weeks to 12 weeks), booking no., trade, and its status.
- Once booking is requested, user can view 'Booking Note' to check summarized information of his (her) booking.
- If status is confirmed, you can move to next step, 'Create S/I'.

[Home](#) > [Export](#) > [Booking Input/Update/Inquiry](#)

Booking Input/Update/Inquiry

Booking Date ~ 
 12 Weeks Trade (All) All Status [Inquiry](#)

	Booking Status	Bkg No.	Input Date	Vessel Name/Voyage	Loading Port	Place of Delivery	Actual Shipper	Container	History
☐	Canceled	PVPV115131	2017-09-29	MAULLIN V#043E	PIPAVAV, INDIA	HOCHIMINH, VIETNAM		DC4H * 2	View
☐	Canceled	PKPK433517	2017-09-05	SAN FERNANDO V#009E	PORT KLANG, MALAYSIA	BUSAN, KOREA		DC20 * 2	View
☐	Canceled	PKPK433516	2017-09-05	CSAV TOCONAO V#007E	PORT KLANG, MALAYSIA	BUSAN, KOREA		DC20 * 1	View

How to access to new booking

(1) Booking Input/Update/Inquiry

- A user can save usual booking data as template and create new booking easily by opening saved templates.
- If a user knows former created booking number, can retrieve saved data through 'Reference'.
- Select template name in the drop-down list on top of the input form.
- The saved booking data will be filled in each of columns at once.

[Home](#) > [Export](#) > [Booking Input/Update/Inquiry](#)

Booking Input/Update/Inquiry

Booking Input(NEW)

• Quick Booking

* Template Name	---Select---	Delete	Reference		Apply	☐ All data
-----------------	---	---------------------------------------	-----------	----------------------	--------------------------------------	-----------------------------------

※ Vessel / Voyage and container information such as type, size quantity are not saved in template to avoid possible mistakes.

How to access to new booking

(1) Booking Input/Update/Inquiry

- Click [SKED] button and select 'From' and 'To' location by its name.
- Click 'Calendar' or 'List' to find available 'Vessel/Voyage', set Priority (Direct, T/S) and its sorting option (Departure Date, T/Time)

Schedule

Vessel Name/Voyage
SCHEDULE

Loading Port
Discharging Port
Place of Delivery

From: Please input location name
To: Please input location name

* Period: 20171120 2 weeks

* View Type: ☒ List ☐ Calendar

Option: Departure Date Search

My Schedule +

ANY

November, 2017

Loading Port: BUSAN, KOREA

Calendar Type

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5 HYUNDAI LONG BEACH (PS1)	6	7 GURVOR MAERSK (PS4)	8	9	10 HYUNDAI TOKYO (PS2)	11
12 HYUNDAI VANCOUVER (PS1)	13 MSC EMANUELA (PS4)	14	15	16	17 HYUNDAI BANGKOK (PS2)	18
19 HYUNDAI OAKLAND (PS1)	20 GURIDE MAERSK (PS4)	21	22	23	24 HYUNDAI BUSAN (PS2)	25

List Type

Operator	Depart	T/S	Vessel	Arrive	Discharging Port (Terminal)	T/Time (days)
○	HAMBURG, GERMANY (EUK)	MAYVIEW MAERSK 802E (EU1)	MSL	JAN 14 2018	MAR 02 2018	BUSAN, KOREA (PIC) 47
○	HAMBURG, GERMANY (EUK)	MUNICH MAERSK 803E (EU1)	MSL	JAN 21 2018	MAR 09 2018	BUSAN, KOREA (PIC) 47

How to access to new booking

(1) Booking Input/Update/Inquiry

- Regarding 'Cut Off Information', 'Contact' button is added for customer's searching.
- If there is any emergency issue about cargo delivery to POL gate, customer can contact local office.

• Cut Off Information

SI Cut Off	Cargo Cut Off	MRN / Call Sign	Contact	PIC for CNTR gate-in
2017-11-03 12:00	2017-11-04 15:00 (DC)		Find	



Agences / Contacts

France Office

Container
☒ Bulk
☐

Address

Courbet Plaza - Batiment B, 46,
rue Louis Eudier, 76064 Le Havre,
France

Office Name

☒ Le Havre
 ☐ Marseille
 ☐ Lyon

** Please click below list for more contact information.*

How to access to new booking

(1) Booking Input/Update/Inquiry

- User can select among the registered company name under his (her) ID in 'Booking Shipper' column.
- Select 'Service Term' and 'Commodity' code.

• Cargo Information

* Service Term	-----Select-----		* Service Contract No.	
* Booking Shipper	PRIMER SPEDYCJA MIEDZYNARODOWA		* Booking Office/Area	-----Select-----
Consignee			Actual Shipper	
Forwarder			Notify	
* Commodity				

• Container Information

Dangerous Cargo ☐ Prohibited & Restricted

Measurement(CBM) * Gross Weight (excl. tare)

	* Type/Size/Qty
+	-----

Booking Shipper Selection - Internet Explorer

http://dev.hmm21.com/ebiz/ebooking/input/SearchShipperSelection_EU.jsp

• Booking Shipper Selection

Registered Shipper Name	Type
PRIMER SPEDYCJA MIEDZYNARODOWA	SHIPPER CODE

* Please click the shipper name to input it into booking form.
 * If you can not find your shipper name in the list, please contact your HMM office to register shipper name.

How to access to new booking

(1) Booking Input/Update/Inquiry

- Select the container type and size in drop-down list and type the quantity of container.
- A user can fill in detail information as per the container type, such as 'Ventilation' in case of Reefer booking.
- By clicking [Search Package Units], customer can select package unit code that customer wants to insert.

• Container Information

Dangerous Cargo ☒ Prohibited & Restricted

* For dangerous cargo, fill out IMO Class code and UN No.

* Dangerous cargo and OOG cargo : You can input only 1 container per 1 booking request.

Add/Delete	IMO Class No.

• Search Package Units

BAND.	AED	PAN	AN	ATADOS	AT	BARREL	BA
BOBBINS	BB	BOARD	BD	BAG	BG	BLOCK	BK
BALE	BL	BUNDLE	BN	BOLT	BO	BRACKET	BQ
BAR	BR	BASKET	BS	BUCKET	BT	BOX	BX
BOTTLE	BZ	CARTRIDGE	CA	CARBOY	CB	CARTON	CC
CRADLE	CD	CHEST	CH	CAN	CJ	CASK	CK
COIL	CL	CONTAINER	CN	COLLIES	CO	CARCASE	CR
CASE	CS	CRATE	CT	CYLINDER	CY	DYNA CORE	DC



Measurement(CBM)

* Gross Weight (excl. tare)

No. of PKG

Search Package Units

* Type/Size/Qty				Empty Container Pick up date	
	[+/-]	Reefer Setting Unit	Ventilation	2018 1 8	Time HH : MM

* Reefer container Monitoring Service (RMC Surcharge will be charged ? US\$ 100 per container) ☐ Yes ☐ No

※ It can be provided for Mother Vessel leg. Inland or Feeder leg is not included in service coverage.

How to access to new booking

(1) Booking Input/Update/Inquiry

- 'E-mail Notice Setting' function is changed as 'Booking Memo Notice'.
- Once booking is confirmed, 3 recipients can receive booking memo details or booking confirmation sheet as per its progress.

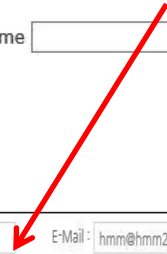
▪ AS-IS

Remark	
Email Notice Setting	☒ Do you want to receive email notice when Booking is confirmed by HMM Booking is updated by HMM Booking is declined by HMM Receiver email address : * You can input several addresses by typing semicolon(;)
Save this booking data as template name ☐ Save	
Preview Save	

▪ TO-BE

• Customer Information

* Booking Person	Name : KIM, HY	E-Mail : hmm@hmm21.com	X	Tel :
Email Notice Setting	☒ Do you want to receive email notice when booking is confirmed, updated and declined by HMM			



* How to save Booking data as Template?

- Type Template name in bottom of the input form and click the 'Save'.
- Then, template will be saved and you can pull template list via [Booking Template] button in BKG Input/Update/Inquiry menu.

Remark

Save this booking data as template name

☒ Save

Save

How to inquire or update booking

(1) Booking Input/Update/Inquiry

- You can access already created bookings by clicking [Inquiry & Update] button.

Booking Input/Update/Inquiry

Home > Export > Booking Input/Update/Inquiry

Please save as Template with frequently used information.

Booking Template

Booking Date

▼

20170828

~

20171120

12 Weeks

▼

Trade (All)

▼

Status (All)

▼

Inquiry

View 15 Lines

▼

	Booking Status	Bkg No.	Input Date	Vessel Name/Voyage	Loading Port	Place of Delivery	Container	History
☐	Canceled	PVPV115131	2017-09-29	MAULLIN V#043E	PIPAVAV, INDIA	HOCHIMINH, VIETNAM	DC4H * 2	View
☐	Canceled	PKPK433517	2017-09-05	SAN FERNANDO V#009E	PORT KLANG, MALAYSIA	BUSAN, KOREA	DC20 * 2	View
☐	Canceled	PKPK433516	2017-09-05	CSAV TOCONAO V#007E	PORT KLANG, MALAYSIA	BUSAN, KOREA	DC20 * 1	View

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Booking Input (NEW)

Inquiry & Update

BKG Draft

Create S/I

Surcharge Inquiry

- Instead of 'Booking Process & Status', user can search their booking by its status via new menu 'Booking Input/Update/Inquiry'.

HYUNDAI MERCHANT MARINE Co.,Ltd.

* Booking Status & Description

Status	Description
Requested	Booking request is submitted to HMM
Accepted	Booking request is confirmed by HMM SR
Rejected	Booking request is rejected by HMM SR
Cancelled	Confirmed booking data is canceled by User

* How to set Auto-Email notifications

MY HMM > Auto-Email Notifications

- For other notification setting, you can control its recipients list and target schedules, B/Ls, and Container No.

Auto-Email Notifications

Home > MY HMM > Auto-Email Notifications

My email address : (jo.ara@hmm21.com)

☒ My Schedule email

Setup total recipient list

My Schedule Email

Duration of Email: --- Select ---

Email Address: jo.ara@hmm21.com

My Schedule Setting

From(Place of Receipt): BUSAN, KOREA, REPUBLIC OF

From(Place of Loading) optional: Input Location

To(Place of Discharging) optional: Input Location

To(Place of Delivery): LOS ANGELES, CALIFORNIA

My Schedule: My Schedule +

Period: 2017 11 20 2 weeks

Setup total receipt list

Email Address

1	jo.ara@hmm21.com
2	
3	
4	
5	
6	
7	
8	
9	
10	

Save Cancel

Créer un S/I (B/L Instruction(S/I) creation)

- Search with booking number or input date & Vessel / Voyage.
- If you want to input multiple bookings, please click [+Add] and insert bookings upto 9.
- Both off-line & on-line booking can be searched.
- Click 'Create' button.

[Home](#) > [Export](#) > [Créer un S/I](#)

Créer un S/I

Booking No				+ ADD	Inquiry

Create

- ## Créer un S/I

Terms and Conditions

Template

Delete

***** Select *****

BKWB0845788 : 11/18/2017

HPVVB0295868 - 11/18/2017

BKWB0845296 : 11/17/2017

BKWB0845297 : 11/17/2017

BKWB0845318 : 11/17/2017

BKWB0845319 : 11/17/2017

BKWB0845779 : 11/17/2017

BKWB0845780 : 11/17/2017

BUMY4716141 : 11/17/2017

BUWB4716113: 11/17/2017

HMWB0295524 : 11/17/2017

HMWB0295559 : 11/17/2017

HMWB0295566 : 11/17/2017

HMWB0295573 : 11/17/2017
HMWB0295573 : 11/17/2017

HPWB0295370 : 11/17/2017
HPWB0295373 : 11/17/2017

HPWB0295373 : 11/17/2017
HPWB0295483 : 11/17/2017

HPWB0295493 : 11/17/2017
HPWB0295495 : 11/17/2017

HPWB0295495 : 11/17/2017
HPWB0295503 : 11/17/2017

HPWB0295507 : 11/17/2017
HPWB0295536 : 11/17/2017

HPWB0295536 : 11/17/2017
HPWB0295537 : 11/17/2017

HPWB0295597 : 11/17/2017
HPWB0295592 : 11/17/2017

HPVWB0295692 : 11/17/2017
HPVWB0295694 : 11/17/2017

HPVWB0295694 : 11/17/2017
HPVWB0295693 : 11/17/2017

HPVWB0295697 : 11/17/2017
HPVWB0295744 : 11/17/2017

HPVVB0295744 - 11/17/2017

Booking No.

HPYT2038

B/L No

Vessel/Voyage

M.R.N

Call Sign

Pre-Carriage by

PACIFIC PEARL V372N

* Consignee

☐ To order

SCHENKER (VIETNAM) CO., LTD
60 TRUONG SON, PHUONG 2,
QUAN TAN BINH, TP HO CHI MINH,
VIET NAM

- Shipping Instruction

- Basic Information

- | | | | |
|---|------------------------------------|-------------------------|---------------------------------------|
| * Shipper
SCHENKER (VIETNAM) CO., LTD
60 TRUONG SON, PHUONG 2,
QUAN TAN BINH, TP HO CHI MINH,
VIET NAM | Booking No. | HPYT203801 | + Add/Combine Booking |
| | B/L No | | |
| | Vessel/Voyage | MARGRETHE MAERSK V#745W | |
| | | M.R.N | |
| | | Call Sign | |
| * Consignee ☐ To order | Pre-Carriage by | PACIFIC PEARL V372N | |
| | Place of Receipt | HAIPHONG, VIETNAM | |
| | Port of Loading | HAIPHONG, VIETNAM | |
| | Port of Discharge | ROTTERDAM, NETHERLANDS | |
| * Notify Party Same as Consignee | Place of Delivery | ROTTERDAM, NETHERLANDS | |
| | Final Destination | | |
| | Point and Country of Origin | | |
| | Customer Ref. No | | |

※ HS Code Input

- Other Information

This option will be activated for customers who have 'print' authority in #W001.

B/L Process & View

- In B/L Process tab, you can find your B/L list and certain B/L No. that you typed.
- You can copy B/L, check its Vessel Schedule, Free Time, and Track & Trace information by using shortcut keys.
- To find each status meaning, please click button.

B/L Process

B/L View

Input Date

20171101

20171106

3 Weeks

All

Inquiry

View 20 Lines

※ Only display last 12 weeks data. If you wish to amend B/L, please click B/L number.

☐	B/L No.	Booking No	Vessel/Voyage	Origin	Destination	Shipper	Container	Status
☐	NSGJ1702200	NSNS4655388	YM GREEN V#134E	NHAVA SHEVA, INDIA	HUANGPU, GUANGDONG, CHINA	RELIANCE INDUSTRIES LIMITED	4H x 3 DC	Confirmable
☐	NSGJ1702207	NSNS465795	YM GREEN V#134E	NHAVA SHEVA, INDIA	HUANGPU, GUANGDONG, CHINA	RELIANCE INDUSTRIES LIMITED	4H x 1 DC	Confirmable
☐	NSGJ1702214	NSNS465795	YM GREEN V#134E	NHAVA SHEVA, INDIA	HUANGPU, GUANGDONG, CHINA	RELIANCE INDUSTRIES LIMITED	4H x 2 DC	Confirmable
☐	NSGJ1702221	NSNS465795	YM GREEN V#134E	NHAVA SHEVA, INDIA	HUANGPU, GUANGDONG, CHINA	RELIANCE INDUSTRIES LIMITED	4H x 3 DC	Confirmable
☐	NSGJ1701778	NSNS465538	HYUNDAI FORCE V#059E	NHAVA SHEVA, INDIA	HUANGPU, GUANGDONG, CHINA	RELIANCE INDUSTRIES LIMITED	4H x 4 DC	Closed
☐	NSGJ1701754	NSNS465538	HYUNDAI FORCE V#059E	NHAVA SHEVA, INDIA	HUANGPU, GUANGDONG, CHINA	RELIANCE INDUSTRIES LIMITED	4H x 2 DC	Closed
☐	NSGJ1701756	NSNS465538	HYUNDAI FORCE V#059E	NHAVA SHEVA, INDIA	HUANGPU, GUANGDONG, CHINA	RELIANCE INDUSTRIES LIMITED	4H x 4 DC	Closed

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B/L Copy

Vessel Schedule

Freetime

Track & Trace

B/L Status

- If you click  button, you can see each status' description as below.



B/L Status

Status	Description
B/L Deleted	B/L deleted and S/R remained
Closed	B/L is closed. No further updates are allowed. Contact your DOC clerk via e-mail with updates if needed.
Requested	Waiting for HMM to process B/L
Booking Cancelled	Booking Cancelled by customer's request
Shipper to Confirm	Confirm B/L proof. Clicking on this indicates all information submitted by customers is accurate and no further updates are required.
Shipper Confirmed	B/L confirmed by customers means acceptable to release upon vessel sailing and/or HMM to confirm
Completed	B/L confirmed by HMM and is waiting for vessel sailing and/or release by freight cashier

Close

- B/L Process / View

If you select all include,

: Weight

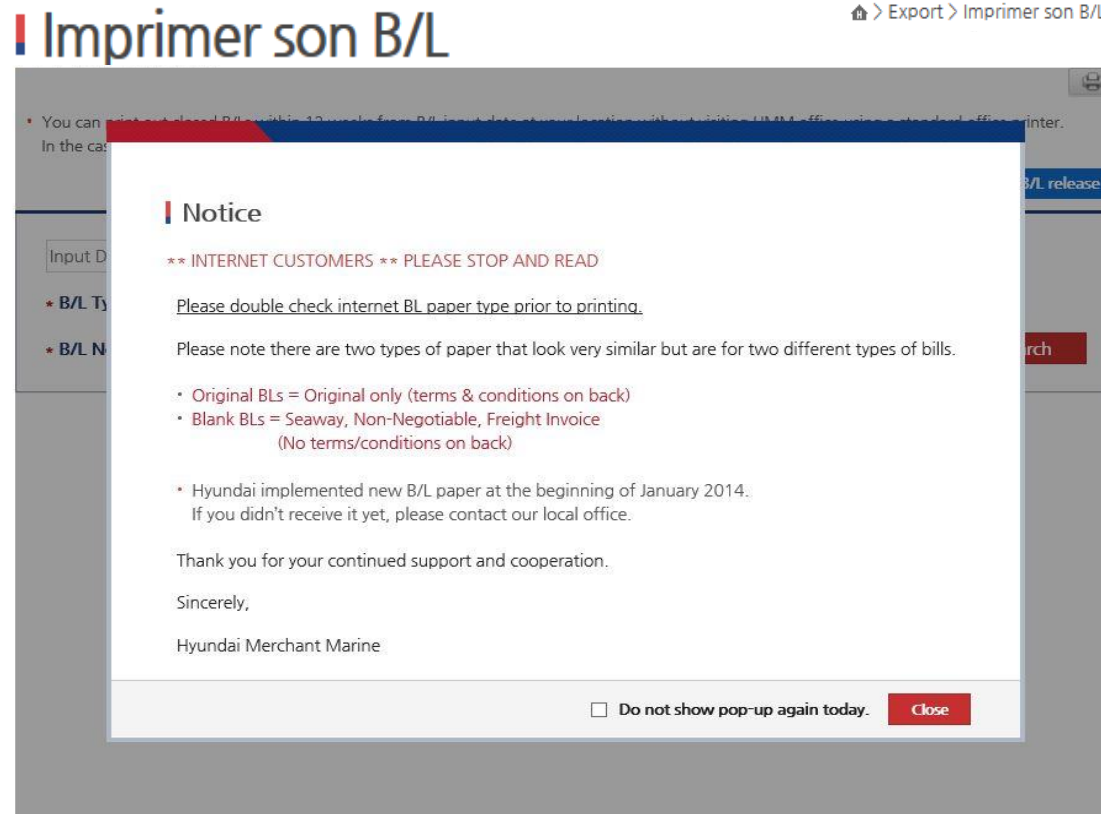
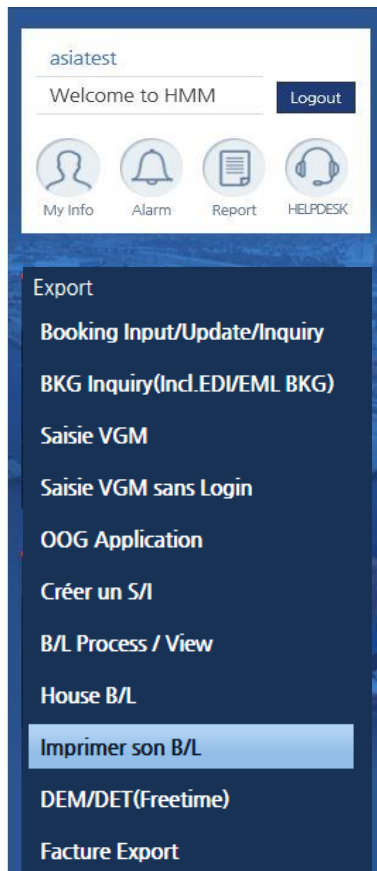
: Freight Info. will be shown on B/L.

(1)

: Container List will be followed by B/L copy.

Imprimer son B/L (E-B/L Print)

- Customer can print seaway B/L & E- B/L by accessing Export > E-BL Print menu.
- Please don't forget to read Notice in order not to print inappropriate way.
- This menu would not be opened if customer doesn't have 'B/L print' authority.



Imprimer son B/L (E-B/L Print)

- Customer can search target B/Ls by its Type, B/L Status, B/L No., and Print Status.
- If user want to print again for already printed B/L, please click [Re-release Request] button.
- If user want to receive a notification e-mail once his (her) B/L is ready to be printed out, please click [e-Mail~] button.

[Home](#) > [Export](#) > Imprimer son B/L

• You can print out closed B/Ls within 12 weeks from B/L input date at your location without visiting HMM office using a standard office printer.
 In the case of O B/L print, a separate permission is required. Please contact DOC staff in your nearest HMM office.

Re-release Request
e-Mail Notification of B/L release

Input Date ▼ 11 Weeks ▼ 9/18/2017 ~ 12/4/2017 ● Weekly ○ D

* B/L Type ALL ▼

* B/L No.

* B/L Status All ▼

* Print Status All ▼

Email Notification of B/L Release

You'll be informed once your B/L is ready for print out in homepage.
 Do you want this e-mail service ? ☒ Yes ☐ No

※ Please enter your e-mail address below.

E-mail Address

+ Add - Del

OK Cancel

Saisie VGM (VGM Entry)

- VGM inputting is mandatory , first log in HMM website & click VGM entry under booking.
- For VGM inputting, please refer to VGM Manual.

Export

Booking Input/Update/Inquiry

[BKG Inquiry\(Incl.EDI/EML BKG\)](#)

Saisie VGM

Saisie VGM sans Login

OOG Application

Cr  rer un S/I

B/L Process / View

House B/L

Imprimer son B/L

DEM/DET(Freetime)

Facture Export

Export > Saisie VGM

VGM Manual

VGM by Booking Number

Multi Booking Excel Upload

* Booking Number

Create/Update VGM

Booking Search for VGM

Tare Weight Look Up

Input Date 1 Week 11/13/2017 ~ 11/20/2017

Booking Number

Go

- ## Saisie VGM

VGM Manual

Multi Booking Excel Upload

Create/Update VGM

Tare Weight Look Up

Input Date		11/13/2017 ~ 11/20/2017		Total Bkg		89	
VGM Status	Booking No. (VGM Y/N)	Input/Update Date	Vessel/ Voyage	ETD	Place of Origin	Port of Loading	Place of Delivery
				VGM Cut Off			
Input VGM	PUSL282735 (Y)	2017-11-15	OOCL NORFOLK V#0045	2017-11-19 -	BUSAN, KOREA	BUSAN, KOREA	JAKARTA, INDONESIA
Input VGM	LCLC442634 (Y)	2017-11-14	HYUNDAI JAKARTA V#084E	2017-11-20 -	LAEM CHABANG, THAILAND	LAEM CHABANG, THAILAND	LOS ANGELES, CA

End of Document