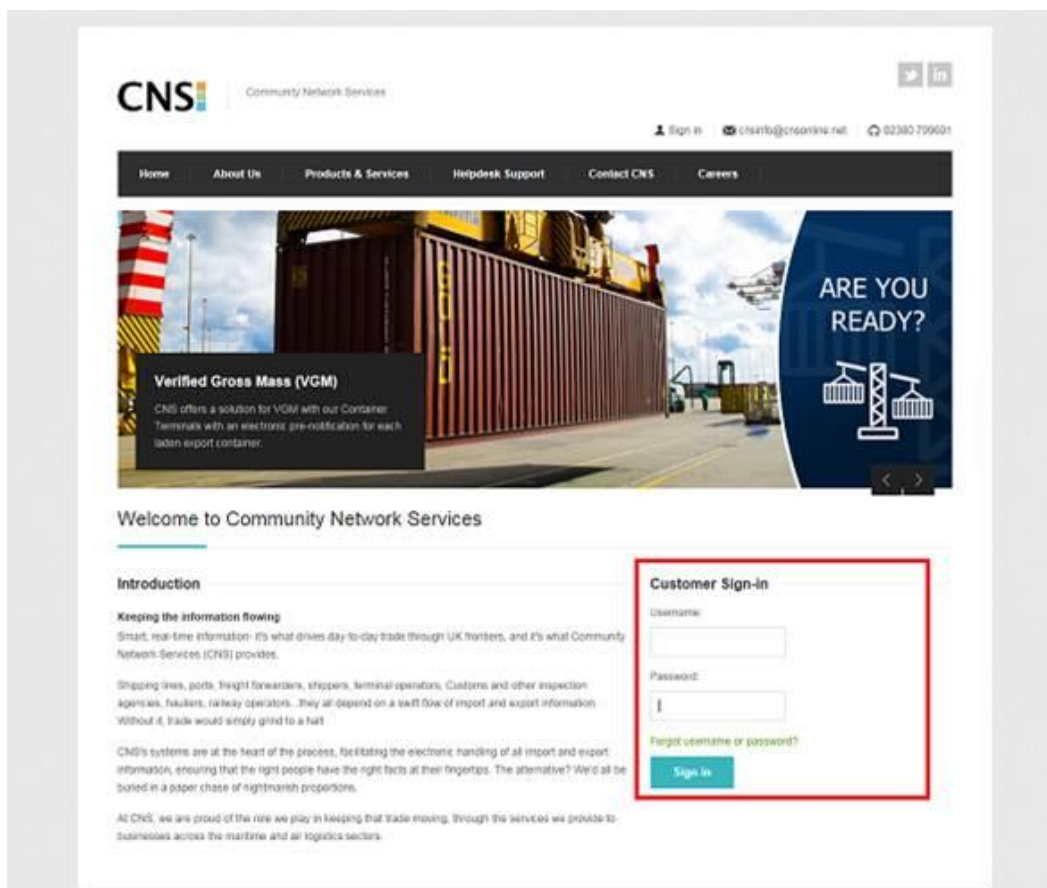


Logging into CNS Compass

Navigate to www.cnsonline.net using Internet Explorer only.

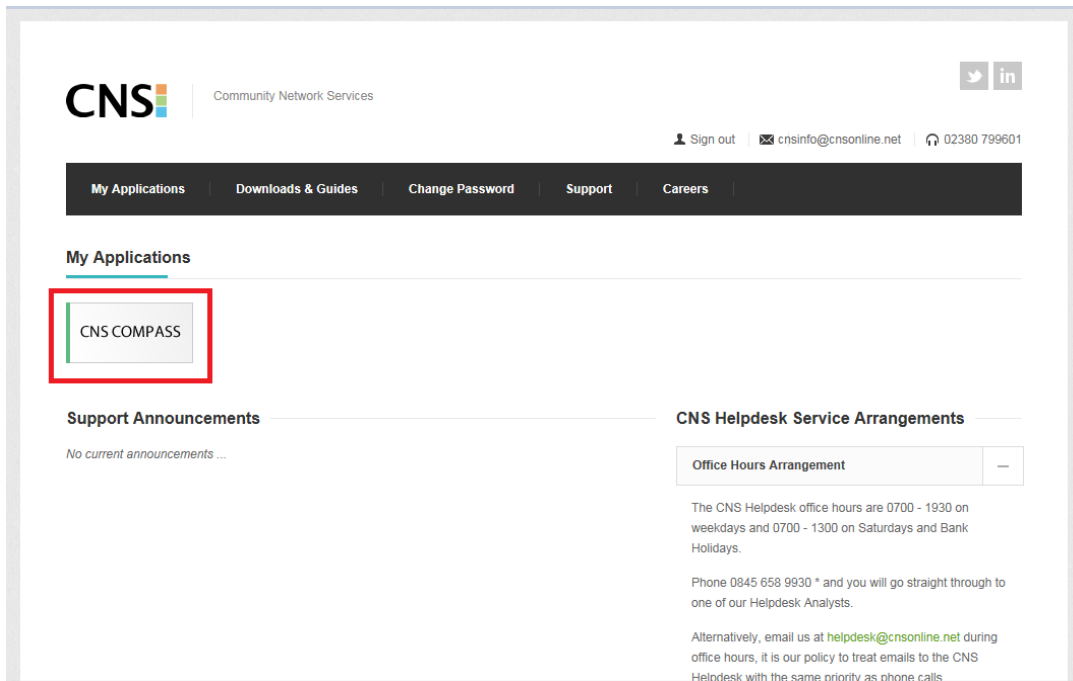
CNS Compass is not compatible with Google Chrome, Firefox or Windows 10 Edge.

Log in using the details provided.



The screenshot shows the CNS Community Network Services website. The header includes the CNS logo, the text "Community Network Services", and navigation links: Home, About Us, Products & Services, Helpdesk Support, Contact CNS, and Careers. There are also links for Sign in, cnsonline@cnsonline.net, and a phone number 02380 70601. The main banner features a large image of a shipping container with the text "Verified Gross Mass (VGM)" and "ARE YOU READY?". Below the banner, there is a "Welcome to Community Network Services" section with an "Introduction" sub-section. On the right side, there is a "Customer Sign-in" form with fields for Username and Password, a "Forgot username or password?" link, and a "Sign in" button.

Click on the CNS Compass application.



How to nominate a container for VGM

Shipping Lines have the functionality to nominate a Shipper/Forwarder using their CNS Organisation code.

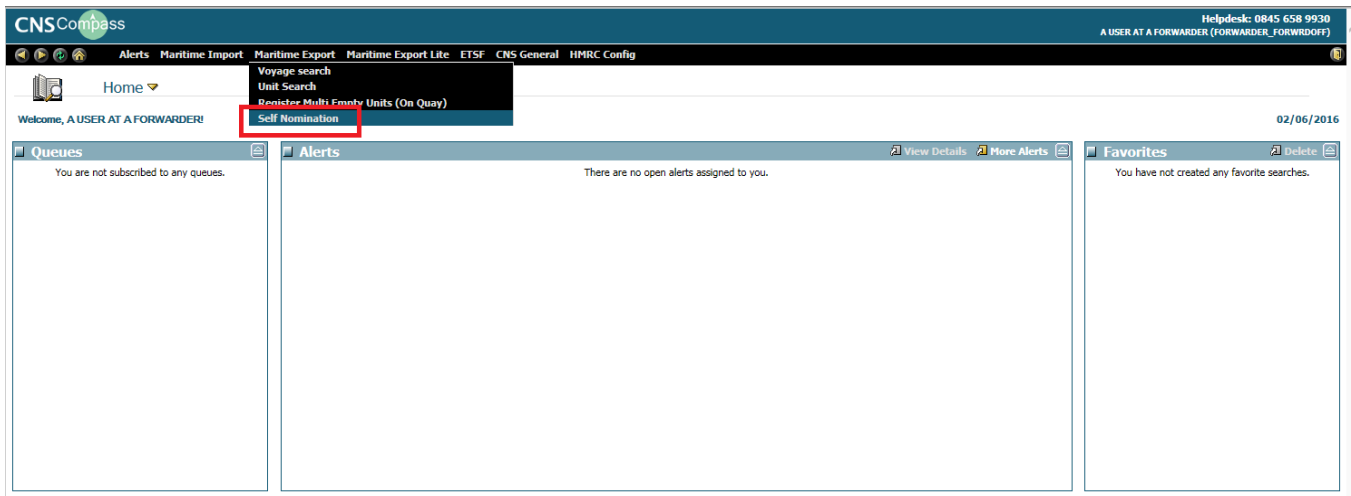
If a Shipping Line nominates a Shipper/Forwarder the following notification will be issued to the Shipper/Forwarder:

```
CNS COMPASS          AGENT RENOMINATION NOTIFICATION          03-06-16 10:16
-----
Vessel Name: CMA CGM ZHENG HE
Unit No:      CNSU1937030
UCN: SCT1QQPLQ00000

You have been nominated by SHIPLINE
and will receive charges relating to SOLAS weighing regulations for this
container as per the CNS Master Services Agreement*.
If you have been incorrectly assigned then please contact
SHIPLINE directly.
```

Shippers/Forwarders can self-nominate following the below steps

Go to the Maritime Export dropdown and select the **Self Nomination** option.

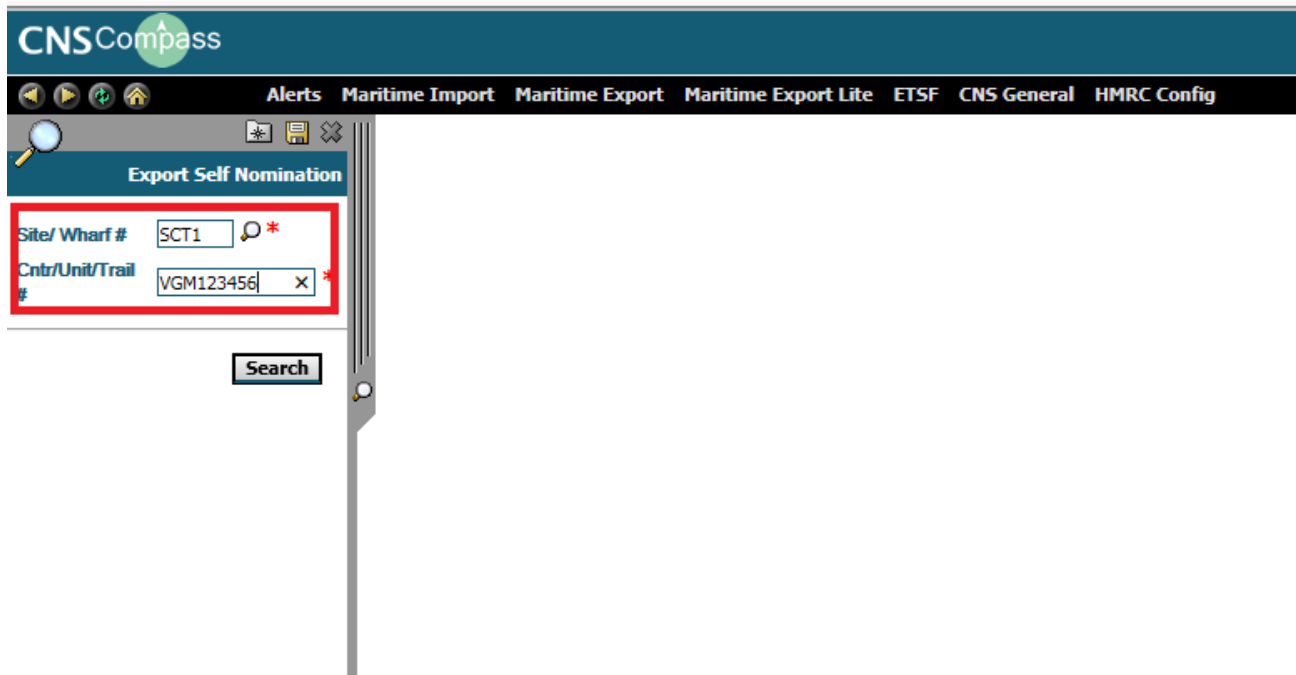


Input the relevant site wharf and unit number in the search fields provided and select search.

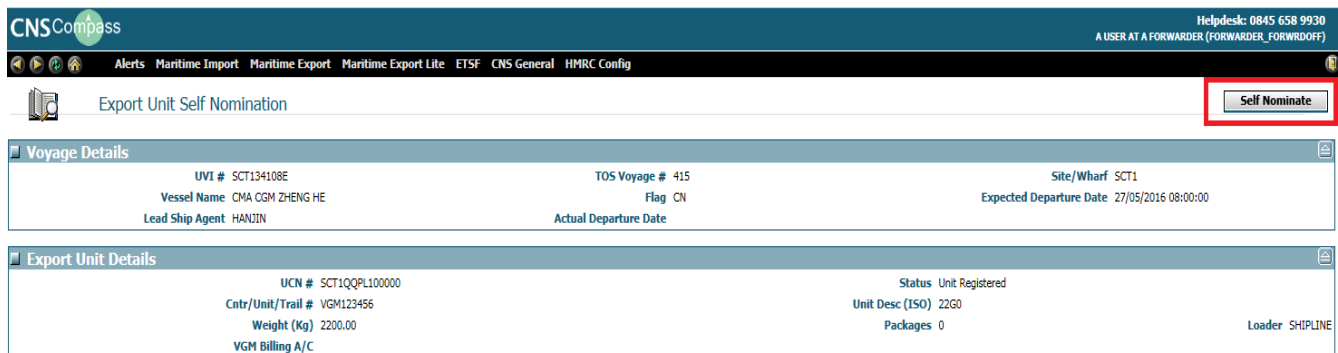
SCT1 Southampton

LGP1 London Gateway

JWQ1 LCT (Tilbury)



Select the **Self Nominate** option located on the right of the page.



Once the unit has been nominated, the **VGM Billing A/C** box will be automatically populated with the Shipper/Forwarder's details (CNS Organisation code).

The unit will automatically be put on hold at DP World Southampton (SCT1), London Container Terminal (JWQ1) and London Gateway (LGP1) until a VGM is supplied. This will stop units from being loaded inadvertently. This will be applied to units against export vessels with an ETD of 1/7/2016 onwards.

Export Unit Details

Export Voyage Details

UCN # SCT134108E TOS Voyage # 415 Site/Wharf SCT1
Vessel Name CMA CGM ZHENG HE Flag CN Expected Departure Date 27/05/2016 08:00:00
Lead Ship Agent HANJIN Reefeer cutoff Actual Departure Date
Exec cutoff Hazardous cutoff Empties cutoff
VGM cutoff

Export Unit Details

UCN # SCT1QQPL100000 Status Unit Registered Cntr/Unit/Trail # VGM123456 ?
Size Type (ISO) 2200 F/L/E Full Booking Reference /
UCR # Part # T2 Goods
Origin Destination Port H9KRG Final Destination
Loader SHIPLINE Terminal Operator MA **VGM Billing A/C: FORWARDER** Declarant
Gross Weight 2200.00 Packages 0
VGM 0.00 Terminal VGM 0.00
Loader's Seal Terminal Seal HMRC Seal
SDE Loader Badge
Unit Arrive Date Unit Cleared Date Unit Load Date
Release PIN Expiry Date
Created Date/Time 26/05/2016 16:21:56 Created By shipline
Modified Date/Time 03/06/2016 17:31:27 Modified By forwarder
Shipper Shipper VAT No. Address

Select the **VGM details** option on the right of the page to supply a VGM. You can use this screen to indicate whether you will be providing the VGM details or if you would like the Terminal to provide.

The **VGM Weighting Option** is a mandatory field and the remaining are optional. Once boxes are completed, you will need to select the Terms and Conditions, which will confirm that you agree to be the chargeable party and Save.

VGM Details

Export Unit Details

UCN # SCT1QQPL100000 Cntr/Unit/Trail # VGM123456 Status Unit Registered

VGM Details

VGM Weighing Option VGM will be provided *

Shipping Line VGM 0.00 Shipping Line VGM Date/Time
Authorised Person Reference
SOLAS Weighing Method SM1 Terminal VGM Date/Time
Terminal VGM Certification
VGM Order Reference
Weighing Party
Address

I have read, understood and agree to be bound to the Terms and Conditions regarding the provision of container weighing services at DP World Southampton. *

When a Shipper/Forwarder self-nominates a unit the following notification will be issued to the Shipping line:

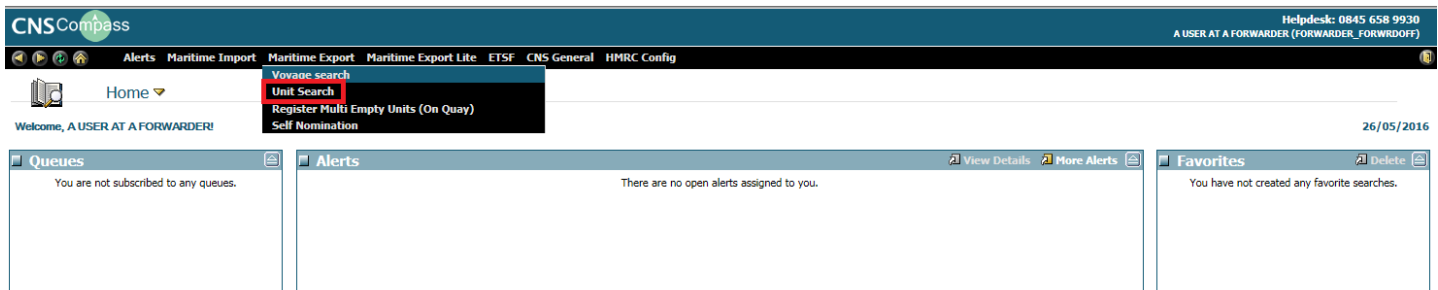
```

CNS COMPASS          AGENT RENOMINATION NOTIFICATION          03-06-16 10:17
-----
Vessel Name: CMA CGM ZHENG HE
Unit No:      CNSU1937030
UCN: SCT1QQPLQ00000

Please be advised that      FORWARDER
have self-nominated and will receive charges relating to SOLAS weighing
container as per the CNS Master Services Agreement* .
If you believe this to be an incorrect assignment then please
contact      FORWARDER      directly.
    
```

Searching for the Unit

Select **Maritime Export** drop down and select **Unit Search** option.



Input the relevant site wharf and unit number into the relevant fields and select Search.

- SCT1 Southampton
- LGP1 London Gateway
- JWQ1 LCT (Tilbury)

Click on the UCN in blue which will open up the **Export Unit Details** screen.

UCN #	Cntn/Unit/Trail #	UVI #	UCR #	Loader	Forwarder	Declarant	Booking Reference	Seq Order	T2Goods
SCT10OPL100000	VGM123456	SCT134108E		SHIPLINE	FORWARDER				

The provided VGM will be displayed within the **VGM** box and the Terminal VGM will be displayed within **Terminal VGM** box.

The below screen shot shows a VGM was provided by the Shipping Liner or Shipper/Forwarder therefore the VGM hold has been resolved.

The screenshot shows the 'Export Unit Details' page in CNSCompass. The 'Export Voyage Details' section at the top includes: UVI # SCT134108E, Vessel Name CMA CGM ZHENG HE, Lead Ship Agent HANJIN, TOS Voyage # 415, Flag CN, Site/Wharf SCT1, Expected Departure Date 27/05/2016, Actual Departure Date, and Hazardous cutOff. The 'Export Unit Details' section below lists various attributes: UCN # SCT1QQPL100000, Status Unit Registered, Cntr/Unit/Trail # VGM123456, Size Type (ISO) 22G0, F/L/E Full, Booking Reference /, UCR #, Part #, T2 Goods, Origin, Destination Port HKHKG, Final Destination, Loader SHIPLINE, Terminal Operator MA, VGM Billing A/C FORWARDER, Gross Weight 2200.00, Packages 0, Declarant, **VGM 2210.00**, **Terminal VGM 0.00**, Terminal Seal, Loader's Seal, SOE, HMRC Seal, Unit Arrive Date, Unit Cleared Date, Loader Badge, Release PIN, Expiry Date, Unit Load Date, Created Date/Time 26/05/2016 16:21:56, Created By shipline, Modified Date/Time 26/05/2016 17:12:15, Modified By forwarder, Shipper, Shipper VAT No., and Address. A 'Goods Description' field is also present at the bottom.

VGM weights can be added and amended up until the VGM cut off which is displayed with the voyage details. A VGM must be supplied by this time and prior to arrival otherwise a TVGM (Terminal VGM) will be applied.

This screenshot shows the 'Export Unit Details' page with the 'VGM cutoff' field highlighted in red. The 'Export Voyage Details' section includes: UVI # SCT134108E, Vessel Name CMA CGM ZHENG HE, Lead Ship Agent HANJIN, TOS Voyage # 415, Flag CN, Site/Wharf SCT1, Expected Departure Date 27/05/2016 08:00:00, Actual Departure Date, Hazardous cutOff, and Empties cutOff. The 'VGM cutoff' field is highlighted in red in the lower section of the page.