Logging into CNS Compass

Navigate to <u>www.cnsonline.net</u> using Internet Explorer only.

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

Log in using the details provided.





Click on the CNS Compass application.

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No current announcements	Office Hours Arrangement — The CNS Helpdesk office hours are 0700 - 1930 on weekdays and 0700 - 1300 on Saturdays and Bank Holidays. Phone 0845 658 9930 * and you will go straight through to one of our Helpdesk Analysts.

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.

CNSCompass				Helpdesk: 0845 658 9930 A USER AT A FORWARDER (FORWARDER_FORWRDOFF)
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You are not subscribed to any queues.		There are no open alerts assigned to you.		You have not created any favorite searches.
L				

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.

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	Vessel Name CMA CGM ZHENG HE	Flag CN	Expected Depa	arture Date 27/05/2016 08:00:00						
	Lead Ship Agent HANJIN	Actual Departure Date								
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	UCN # SCT1	1QQPL100000	Status Unit Registered							
	Cntr/Unit/Trail # VGM	1123456	Unit Desc (ISO) 22G0							
	Weight (Kg) 2200	D.00	Packages 0		Loader SHIPLINE					
	VGM Billing A/C									

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.

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	Created Date/Tin	e 26/05/2016 16:21:5	6	Created By	shipline								
	Modified Date/Tin	e 03/06/2016 17:31:2	7	Modified By	forwarder								
	Shipp	er		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 chargable party and Save.

VGM Deta	ils		Save
Export Unit Deta	ils		
UCI	N # SCT1QQPL100000	Cntr/Unit/Trail # VGM123456	Status Unit Registered
🗖 VGM Details 🛄			🛽 Print Screen 🔿
VGM Weighing Option	VGM will be provided	▶ *	
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Authorised Person		Reference	
SOLAS Weighing Method	SM1 🗸		
Terminal VGM		Terminal VGM Date/Time	
VGM Order Reference			
Weighing Party		Certification	
Address			
I have read, understood a	nd agree to be bound to the Ter	rms and Conditions regarding the provision of container weigh	ing 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.

CNSCompass		Helpdesk: 0845 658 9930 A USER AT A FORWARDER (FORWARDER_FORWRDOFF)
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Welcome, A USER AT A FORWARDER!	Register Multi Empty Units (On Quay) Self Nomination	26/05/2016
Queues	🖹 🖬 Alerts 🔹 🕯 View Details 🕯 More Alerts	🗖 Favorites 🖉 Delete 🚔
You are not subscribed to any queues.	There are no open alerts assigned to you.	You have not created any favorite searches.

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

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

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

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		OOPL100000	VGM123456	SCT134108E		SHIPLINE	FORWARDER				
							Page: 1 🗸 of 1	<	<< >> >	Total: 1	Show: 25 🗸

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.

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Aderts Maritime Export Unit Details Export Voyage Details Vessel Name CMA CGM 2PB/06 HE TOS Voyage # 415 Ster Vir # SC1124002 TOS Voyage # 415 Ster Vir # SC1124002 Vessel Name CMA CGM 2PB/06 HE Export Unit Details Vessel Name CMA CGM 2PB/06 HE Fag CN Export Unit Details Vessel Name CMA CGM 2PB/06 HE Fag CN Export Unit Details Refer cutOff Fag CN Adata Departure Date Ster Type (150) 2260 Status Unit Resistend Origin Destination Port HSNGG Final Destination Coded SPIPUNE Gesser Wight 220.00 Virit 220.00 Virit 220.00 Virit 220.00 Virit 220.00 Virit 220.01 Terminal Seal Unit Chered Date Unit Arrive Date Sole Unit Chered Date Sole Unit Arrive Date Sole Unit Chered Date Explit 2016	С	NSCompass								
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Goods Description		Goods Description								
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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.

CNSCon	npass		A USER /	Helpdesk: 0845 658 9930 AT A FORWARDER (FORWARDER_FORWRDOFF)
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	Vessel Name CMA CGM ZHENG HE	Flag CN	Expected Departure Date 27/05/2016 08:00:00	
	Lead Ship Agent HANJIN		Actual Departure Date	
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	VGM cutoff			