

System documentation

Transporter

Charge Formula

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1. Charge Formula Entry

This program is used to create a freight estimate formula that later will make it possible to calculate freight on B's/L. In short this means that you list all possible freight codes that can be used for a Trade on one and/or several formulas, at the same time tell how the calculation is (CAF/BAF etc.), then you inform who the recipients are (Agent or Principal) which account that is to be debited/credited and at the end in what cases you would like that the system automatically should ask for details for the different codes.

This formula can be built up in a numerous ways so that it is difficult to describe how this should be best used in you company. Therefore we recommend that you consult Transport Data as before you start.

- Enter Trade Code.

Enter the Trade code that you wish to establish this formula for

- Enter Charge Formula Name

Enter a name for the formula. It is important to choose a name which is easy to remember, so that later when you are to freight B's/L you know which formula you wish to use. It can be a smart choice to use the 2 first letters to Trade code and the 2 latter as a sequential numbering. Ex. Trade is AB and you can make a formula number *one* like AB01

- Tariff Currency

Enter the main currency for this formula. This will normally be the same main currency used for settling the accounts for the Agent/Principal.

- Effective date

This is from what date you want the formula to become operative. As an example we could say that when there is a change in the percentage of CAF/BAF it can be adequate to make new formulas with new validity dates. This date must be earlier than departure date from Port of Loading for Export and arrival date for import.

- Minimum B/L Charge

Enter the minimum amount of cargo that you accept or 0 if you do not have this system. If you use this, the system will in those cases where Basic Freight + all other costs for a B/L be less than minimum B/L charge, use the minimum charge.

- Charge Code

Start with entering the charge codes that exists on this line. The only thing the system will demand is that you call the first code for BF (Basic Freight). These codes must be registered under G12 before doing so.

- Is it a B/L or Line Charge

In this field you can enter the minimum B/L freight amount or 0 if there is no minimum for the B/L. If you enter a value other than 0 in this field, the system will in those cases where the calculated freight plus other charges amounts to less than the entered minimum replace the calculated total with the entered minimum B/L charge. So in a B/L where you have 3 charges, Freight, currency adjustment and bunkers adjustment, and these totals to 90, and minimum B/L charge. is entered with 100, the invoice will show 100.

- Levied in which currency

The currency this code should be in.

- At what rate

If you use this code for freighting, you only use default/supply rate. This field is not mandatory, but if you have rates that somehow are constant by any logic, it will be suitable to enter them here.

- On what basis

On what basis are you going to use this code? The alternatives are:

B	-	pr. Box or unit
W	-	pr. Ton
M	-	pr. Cubic meter
A	-	Lump sum
F	-	Greatest in weight and measure
U	-	pr. Unit
C	-	Greatest of ton/ 2 cubic meters
I	-	pr. 40 cubic foot
L	-	Pr. Long ton (?)
MP	-	Overruled goal
WP	-	Overruled weight

In addition you can use some percentage codes that are described at the end of this instruction.

- Minimum

If you enter a Bill of Lading code, you will get the opportunity to enter an absolute minimum for the code, that will be used if the rate + basis are smaller/less. This is not mandatory.

- Maximum

Like above mentioned only with the maximum amount for the code.

- Default sign

Enter “+” if there is anything to charge or “-“ if there is a discount.

- Evaluation Cond. (M/O)

This is when you want this code is to be used. There are several options you can use, however the two most common ones are (M)andatory; which means that you normally would like to use this code or it can be (O)ptional, that means that you normally do not want to use this code. Other possibilities are:

PRE	You would like to use this if freight is prepaid
‘PRE	Reversed from above mentioned
POD=“XXX”	You would like to use this if Port of Discharge is XXX
POL=“XXX”	Like above mentioned but for Port of Loading.
FD=“XXX”	Like above mentioned but for Final Destination.

Still there are several other possibilities, remember to consult Transport Data as if you need assistance.

- Agent or Principal (A/P)

This is the receiver of the money. If you for instance enter Principal, this will then be included in the running accounts against the Principal for the boat/boats you use these codes.

- Gen Ldgr Account

Enter the master account you wish to post.

- Vat rate (S/H/R/E/Z)

This is the valid vat-code for this freight code. This is in reference to the chart in program G25. E does not mean vat.

- Printed on Bills of Lading

If you would like that the code for Bill of Lading is shown, enter 'Y' (yes)

- Printed on manifests

Same procedure as explained above, only for manifests.

- Printed on invoices

Same procedure, only for invoices.

- Confirm ok Y/N

Enter 'Y' if everything is ok, or enter 'N' to restart the registration.

The system will then return and ask for the next freight code.

Now lets see how to lay up an automatic calculation of a percentage. As an example, lets say we have the following task;

We are to lay up the formula so that when we enter BF the Currency Adjustment Factor (CAF) will be 10% the BF.

First you register BF. As code no. 2 we will lay up %T1 as a interim charge. When we register %T1 as a freight code the following question will pop up on the screen.

- Enter interim value

This means that we are to enter the value this code should have. If we enter 'CR', everything that we have registered will become the value (in our case the BF)

Then we enter the return or we can enter BF, this means that if we do not specify anything you will get the total amount of all above. We can also enter the codes we want summarised directly. It can be complicated for some lines, so ask for help before it is too late!

We would like to enter CAF with rate %10 as our 4'th code in our example. (Please note that you ALWAYS enter a percentage rate with the % sign before the figure) and as a basis for this code we answer %T1. The system will then automatically estimate correctly.

NB! Remember that this probably is the hardest part in the system and it will have serious consequences if you make a mistake!

2. Charge Formula Amend

This program is used to correct formulas that has already been entered. You can also enter new codes in this program.

- Enter Trade Code

Enter the code for the Trade you wish.

- Enter Charge Formula name

Enter the name of the formula

- Tariff Currency

Enter the tariff currency for this formula

- Effective date

Enter the date in which the formula was valid from. If you don't remember the date, you can enter choice no. 6 (List all dates for a charge formula) to find the correct date.

- Minimum B/L Charge

Enter the minimum amount you need to accept cargo or 0 if you do not have this system. If you use this, the system will, in those cases where sea freight + all other charges for a B/L be less than minimum.

- Amend, Insert or Delete (A/I/D)

You will get the opportunity to enter new codes (I)nsert, or change already existing codes (A)mend, or remove codes (D)elele.

The procedures for these combinations are the same as when you installed a new formula.

3. Change Formula Delete

This program is used to delete previous installed formulas. Remember not to delete formulas that are in use.

- Enter Trade Code

Enter the current trade code.

- Enter Charge formula name

Enter the name of the formula.

- Effective date

Enter the formulas effective date. If you do not remember this date you can use choice no. 5 on this menu (list all dates for a charge formula) to find the correct date.

The system will then list all codes which have been registered on this formula.

- Really delete this formula

Confirm with (Y)es or (N)o to disprove.

4. Charge Formula Copy

This routine can be used to copy a formula from one date to another. If you need to delete a code from one formula, you need to do this from a certain date. The reason for this is because you probably have used an 'old' code for Bill of Lading, that you will have problems with because mentioned code no longer exists on that formula which was used when the B/L was registered. So make it a rule to always copy a new date before you start correcting a formula.

- Enter Trade Code

Enter the Trade code you want.

- Enter charge formula name

Enter the name of the formula.

- Effective date

Enter the validity date of the formula. If you do not want to use this date, you can use choice no. 5 on the menu (list all dates of a charge formula.)

- New charge formula name

Enter the name of the new formula. This can be identical with the old one.

- Are you sure? (Y/N)

You confirm (Y)es or disprove (N)o.

5. Charge Formula Print

Here you will get a list over all formulas that exists for a Trade. Make a print of this list before you start changing it. This way it will be easier to have an overview over what has been registered.

- Enter Trade Code

Enter the Trade-code for the line you wish to run Charge Formula Print for.

- Print which formula

Enter the name of the formula you wish to list.

- From

Enter the date you wish to start the listing. 'CR' will give you from the first.

- To

This is up to what date you want formulas. 'CR' will give you including the last.

Then enter the name of the next formula etc. Enter 'CR' when all are ordered.

- Output device

State what printer to use. The report will be displayed on the screen if you enter '0'.

- Immediate run? (Y/N)

If you enter 'Y' the report will be printed immediately.

If you enter 'N' the report will be queued up for 'overnight run'

6. List all dates for a Charge Formula

This program is designed how to be able to find automatic efficiency dates on a particular formula.

- Trade

Enter the Trade code which represents this formula you want to look at.

- Charge Formula Name

Enter the name of the form you want to find the dates on.

The system will then list all dates that are registered in ascending order.