
User Manual
of

ONLINE BILLING SYSTEM

for



চট্টগ্রাম বন্দর কর্তৃপক্ষ
CHITTAGONG PORT AUTHORITY

Developed & implemented by:



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Overview

This system enables Shipping Agents to observe their billing information via online. This end to end solution integrates with Terminal Management Software.

The basic features are given below:

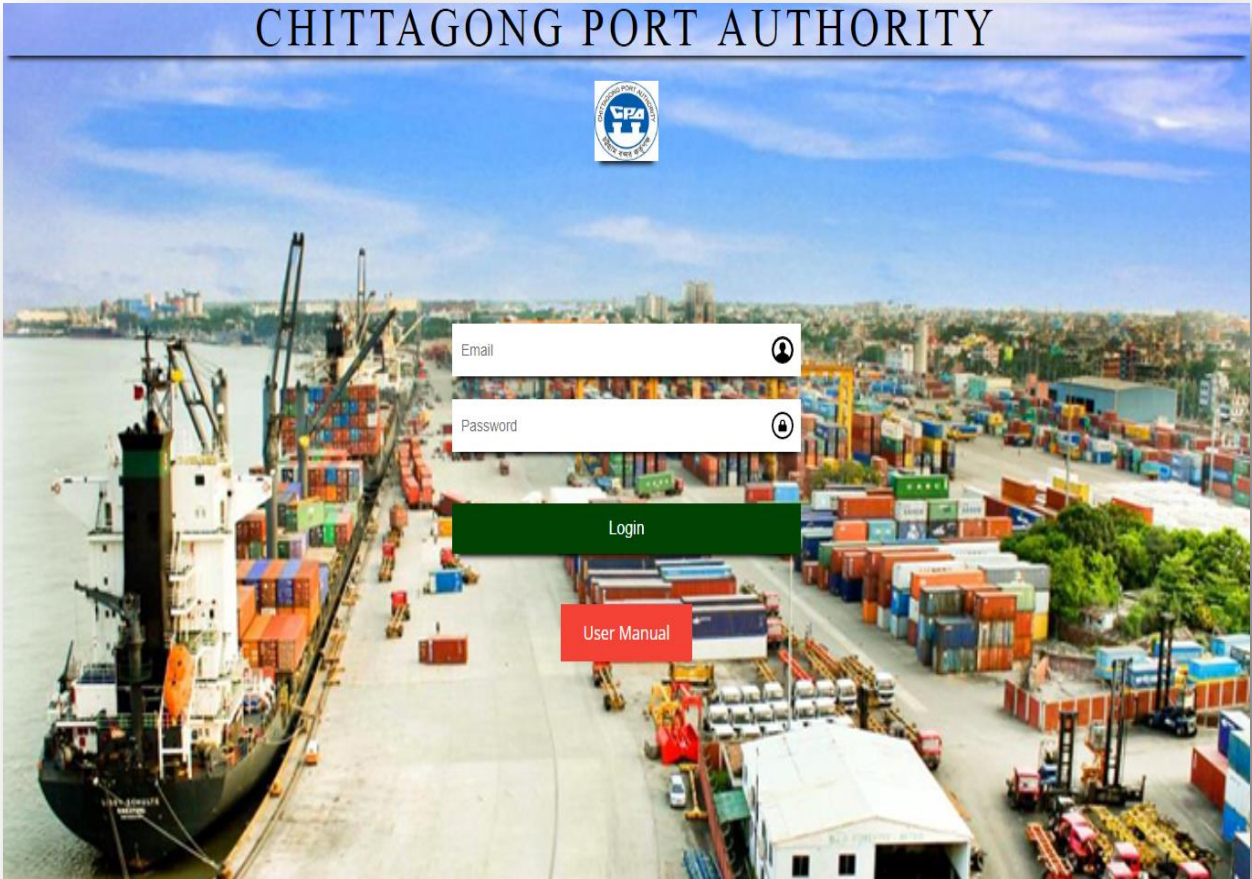
- Only approved bills will directly upload in the online
- Shipping agents will check those online unpaid bills
- Paid bills are stored in the **ARCHIVE**
- Any objection can be raised through Objection Button about bills purpose

System Requirements:

- + Google Chrome
- + Adobe Acrobat Reader
- + Java

Note: Above are the prime requirements to run the application in any computer

LOGIN Screen:



User must have an E-Mail Address and a password.. Such as,

Email	: *****
Password	: *****

- Click on **Login** button

ONLINE BILLING SYSTEM

Archive
↓

BILL NO	BILL DATE	BILL NATURE	REGISTRATION NO	MLO CODE	EXC RATE	TOTAL	BANK STATUS	REPORT
33152-19	2019-07-25 11:48:59.0	OFFHIRE BILL	null	EMU	83.95	2128.82	UNPAID	Bill Report Data-sheet
31619-19	2019-05-23 09:01:44.0	STORE RENT BILL	2019/1682	EGH	84.5	18657.6	UNPAID	Bill Report Data-sheet
15490-19	2019-03-14 00:00:00.0	PENALTY BILL	2019/478	EMC	null	28750	UNPAID	Bill Report
12732-19	2019-03-05 00:00:00.0	MISCELLANEOUS BILL	2019/107	NIL	null	10	UNPAID	Bill Report
5872-19	2019-02-09 00:00:00.0	EXTRA MOVEMENT BILL	2019/33	MCC	83.95	12338.13	UNPAID	Bill Report
3515-19	2019-02-02 00:00:00.0	STATUS CHANGE BILL	2018/3281	OCC	83.95	200996.68	UNPAID	Bill Report Any Objection
3315-19	2019-02-01 20:18:36.0	LOADING BILL	2019/106	MCC	83.95	49609.32	UNPAID	Bill Report Data-sheet
517-19	2019-01-22 15:46:31.0	LOADING BILL	2019/02	EMS	83.95	12645.27	UNPAID	Bill Report Data-sheet

Screen: Home Screen

Description

There are various fields such as:

- Bill No, Bill Date, Bill Nature, Registration No, MLO Code
- EXC(Exchange) Rate, Total, Bank Status and Report

Navigation

- Here *Unpaid Bills* are shown
- Click on **Bill Report** button (To see the details information of any particular bill)
- Click on **Data-Sheet** button (To see the support information of any particular bill)

If shipping agent has any complaint against any particular bill

- Click on **Any Objection** button

Objection

AGENT CODE:
BRS

BILL NO:
32982-19

BILL DATE:
2019-05-29 00:41:43.0

REMARKS :

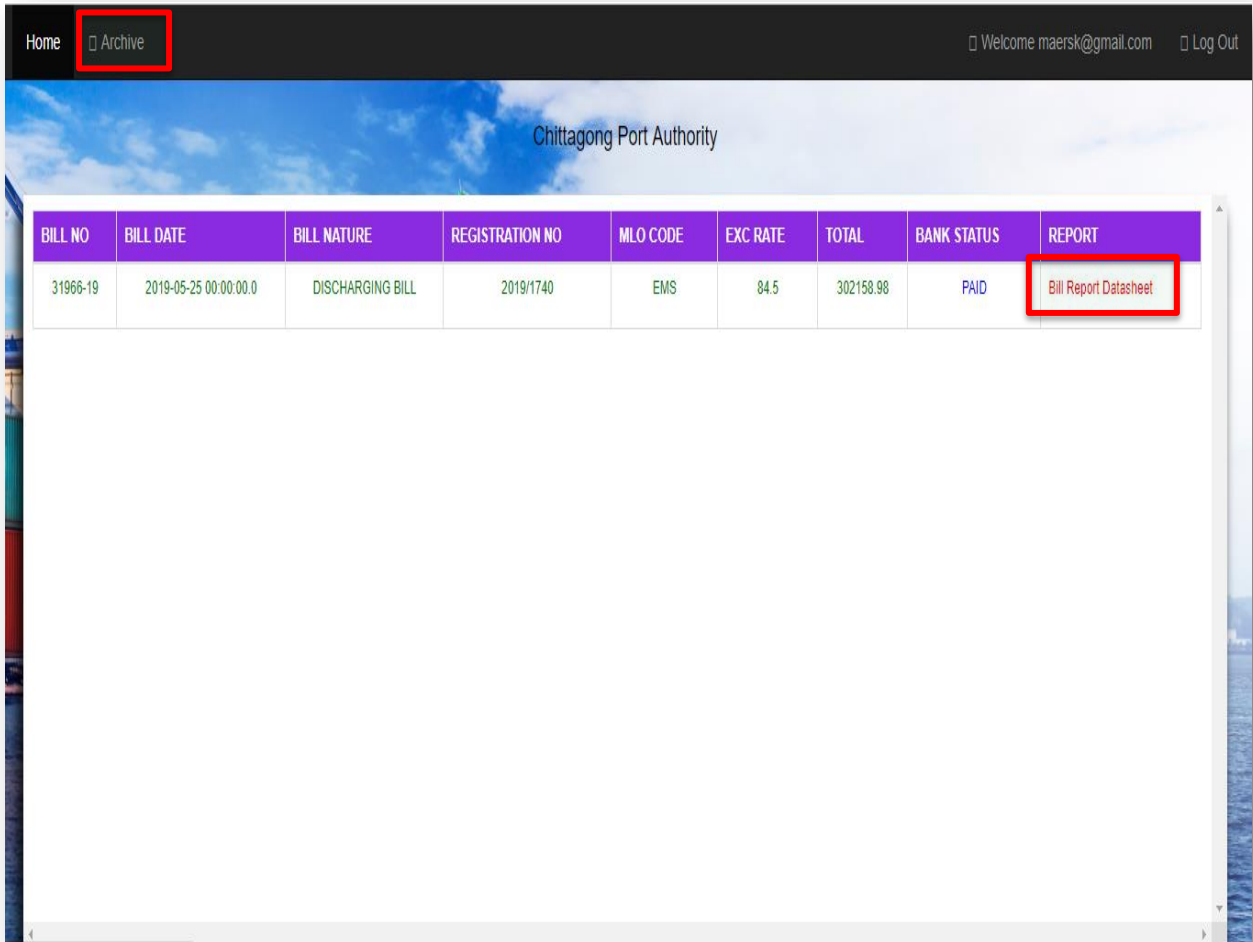
- **Remarks:** Type manually
- Click on **Save**
- Click on **Cancel** button to exit the form

Nota Bene:

Once an objection is filed against any particular bill, then that bill will automatically upload in the Terminal Management Software

If any shipping agent wants to see the paid bill list

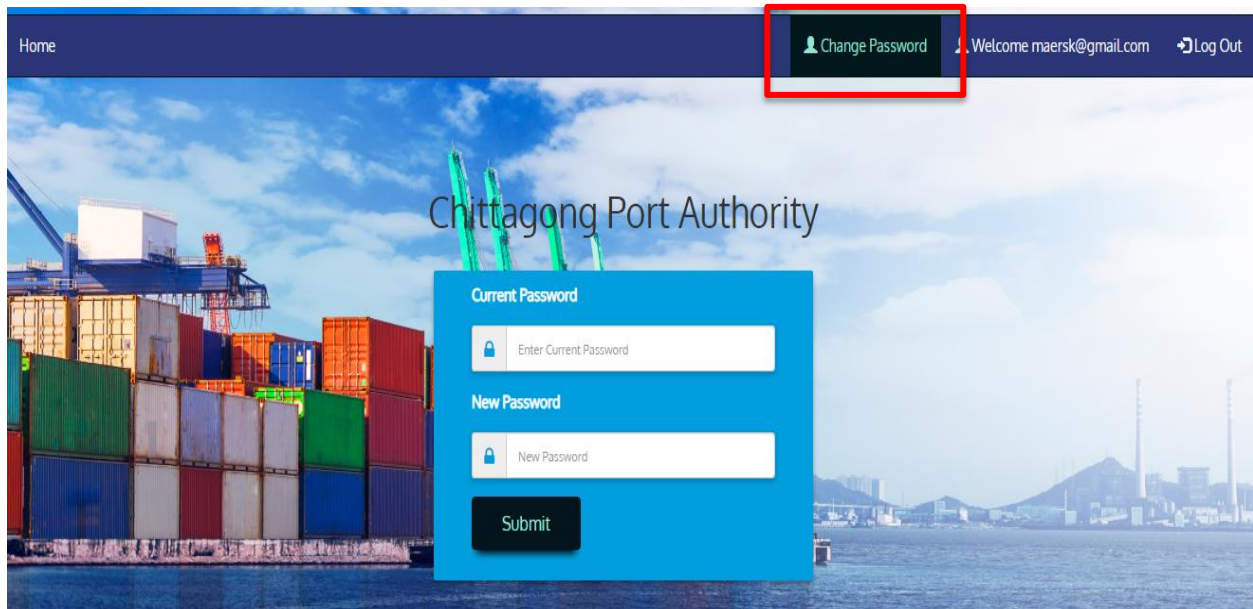
- Click on **Archive** button



The screenshot displays the user interface of the Online Billing System. At the top, there is a navigation bar with 'Home' and 'Archive' buttons. The 'Archive' button is highlighted with a red box. Below the navigation bar, the page title 'Chittagong Port Authority' is visible. The main content area features a table with the following columns: BILL NO, BILL DATE, BILL NATURE, REGISTRATION NO, MLO CODE, EXC RATE, TOTAL, BANK STATUS, and REPORT. The table contains one row of data with the following values: 31966-19, 2019-05-25 00:00:00.0, DISCHARGING BILL, 2019/1740, EMS, 84.5, 302158.98, PAID, and Bill Report Datasheet. The 'Bill Report Datasheet' link in the REPORT column is also highlighted with a red box.

BILL NO	BILL DATE	BILL NATURE	REGISTRATION NO	MLO CODE	EXC RATE	TOTAL	BANK STATUS	REPORT
31966-19	2019-05-25 00:00:00.0	DISCHARGING BILL	2019/1740	EMS	84.5	302158.98	PAID	Bill Report Datasheet

If any shipping agent wants to change password



Screen: Change Password

Navigation

- **Current Password:** Type manually
- **New Password:** Type manually
- Click on **Submit** button