

# RFID

## Harbor Entry Permit Issuing Procedures



Prepared by Voc Port Trust - Tuticorin

# RFID- Procedure

## CLASSIFICATION OF PORT USERS

### Direct Port Users

Direct Port users are those performing the core activities of Cargo Handling Viz.

- **Exporters/Importers**
- **Steamer Agents**
- **Customs House Agents**
- **Stevedores& Shore handling Agents**
- **Main Line Operators**
- **Shopkeepers/Port Canteen Operators inside the Port**
- **Land License Holders**
- **Captive Berth/ BOT Terminal Operators**
- **Officials of Govt. Organization / Departments**
- **HMC Operator**
- **Port Contractors**
- **Container Freight Station operators**
- **Others as may be decided by the HEP issuing authority.**

### Indirect Port Users

Indirect Port users are those supporting the direct port users for performing the main activities.

- **Ship Chandlers**
- **Transport Operators**
- **Private Security Agencies**
- **Ship Repairers**
- **Surveyors and**
- **Other Miscellaneous License Holders**
- **Contractors of other organizations**
- **Others as may be required to be considered for the issue of HEP by the HEP issuing authority.**

# RFID- Procedure

## PROCEDURE FOR INITIAL REGISTRATION OF DIRECT PORT USERS

- a) The Direct Port users having Port code can register with RFID system and obtain User ID & password which is used for login through the web based application ([www.vocport.gov.in](http://www.vocport.gov.in)), sublink – (<https://gateentrypass.vocport.gov.in/>).
- B) In addition to the above for offline issue of HEP, two authorized signatures of the Direct Users to be provided to the Pass Section along with valid application, Aadhaar card copy for capturing their signature digitally.
- c) Direct users can also procure the pre owned card at the prescribed cost.

# RFID- Procedure

## GENERAL PROCEDURE FOR ISSUE OF ONLINE HEP

- 3.1 Using their User ID & Password, Direct Port Users to apply online through the Port web-based application, by uploading necessary documents.
- ❖ 3.2 Only Direct Port Users to recommend HEP for Indirect Port Users through the said web-based application.
- ❖ 3.3 For issue of HEP for duration of one to six days for authorized persons, approval of Traffic staff is not mandatory. Users themselves can make permit after payments are made.
- ❖ 3.4 For issue of long term HEP, online approval shall be granted by the Officer nominated for the purpose and based on which payment shall be made.
- ❖ 3.5 The Port User has the option to make Payment through online Portal / through POS machine in the Pass section / Wallet.

# RFID- Procedure

## GENERAL PROCEDURE FOR ISSUE OF ONLINE HEP

- ❖ 3.6 User shall visit either Photo pass section(Individuals) or Truck parking terminal (for Vehicles, Driver, Cleaner) for taking the live photo. After taking the photo, HEP shall be issued.
- ❖ 3.7 There are options to upload the photo through online also. If the photos are already available in the Portal for the applicant, then no need to take / upload photo again and HEP can be obtained at the Pass Section.
- ❖ 3.8 Direct Port Users can also procure Pre- owned HEP directly from the Pass Section on payment and can be issued to users (following the above said procedures) including payment of entry fees by validating online. In which case, users need not visit Pass Section for obtaining HEP.
- ❖ 3.9 No HEP shall be issued directly to any Indirect Port Users. HEP can be obtained through Direct Port Users only.



# RFID- Procedure



## GENERAL PROCEDURE FOR ISSUE OF OFF- LINE HEP



- 4.1 Application for HEP to be submitted in the Pass Section in the prescribed form (Annexure - II) duly recommended by any of the Direct Port Users through their authorized signatories.
- 4.2 Payment to be made using POS at the pass section.
- 4.3 Live photos to be taken wherever necessary.

# RFID- Procedure

## ✿ LOSS OF CARDS ✿

- 5.1 The Port User / Contractor will be liable to compensate the Port for any misuse of the HEP damage/loss of ID card.
- 5.2 The recommender / User shall ensure that HEP is returned to the issuing authority within 5 days of expiry of validity of the HEP, failing which a sum of Rs.375/- (including GST) for UHF card and Rs 155/- (Including GST) for Mifare card shall be recovered from the Direct User.
- 5.3 Whenever the Port User / Contractor lost their HEP, a duplicate HEP will be issued on submission of duly filled in application along with Police report and on payment of prescribed fee, besides the cost of the card that has been lost.



# **Cargo & Container Integrated In RFID**

**Access Control system**

The background features a collage of colorful, stylized floral and abstract shapes. At the top, there are overlapping semi-circular and circular elements in shades of pink, purple, red, and olive green, some with dashed white borders. A brown vine-like swirl is visible on the left. The central focus is a light blue rectangular box with a white floral pattern and a dark blue border, held together by blue corner fasteners. The text 'Cargo Application' is centered within this box in a bold, red, sans-serif font.

# Cargo Application

# Cargo - Procedure

- ❁ Provision is made to capture the Cargo Import and Export details in RFID Application. User Can feed chit details through the RFID system.
- ❁ While showing the Tag at the RFID reader at Gate, the details of Cargo and vehicle shall be displayed on screen, This would increase the speedy movement of Cargo at Gate
- ❁ All Vehicle should show the RFID tag at RFID readers , Other wise vehicles will not be allowed to carry the goods in system
- ❁ Stevedore can share the file details to sub agencies based on that sub agencies enter the Chit details in the RFID system

# Cargo Menu >> New Cargo (Select)

Hello 100055!

Masters ▾

Cargo ▾

Cards ▾

Dash Board

## Dash board

### Company Information:

**Company Name** HARI AND CO  
**Mobile** 9787723276  
**Email** reports@harinco.in  
**Phone**  
**Address** 4/29 E, Madurai Bye pass Road  
**Address2** TUTICORIN, 628006

### Card Status

Person cards	606
Person Expired Cards	491
Vehicle Cards	331
Vehicle Expired Cards	297

New Cargo

New Container

View Container

View Cargo

Assign Cargo Data

Chit Creation screen >> Select IA or EA >>next Enter the Vehicle number fill the mandatory filed Enter to submit button

# CARGO GATE PROCESS

IA/EA No:(*)	<input type="text" value="18-19/0734/I/38"/>
Vehicle No:(*)	<input type="text" value="TN28AX8374"/>
Vessel No:	<input type="text" value="18-19/0734"/>
From Location:(*)	<input type="text" value="VOC BERTH NO III"/>
Filled Qty (In Tons):	<input type="text" value="753.493"/>
Balance Qty (In Tons):	<input type="text" value="753.493"/>
Filled Qty (In Pkgs):	<input type="text" value="1608"/>
Delivered Qty (In Pkgs):	<input type="text" value="0"/>
Shipping BillNo:	<input type="text"/>
Cargo:	<input type="text" value="LOGS"/>
Remarks:	<input type="text"/>

Vehicle Status:	<input type="text" value="IMPORT"/>
CHA Name:	<input type="text" value="HARI &amp; CO"/>
Vessel Name:	<input type="text" value="ZHE HAI 1"/>
To Location:	<input type="text" value="Out Side Security Wall"/>
Delivered Qty (In Tons):	<input type="text" value="0"/>
Total Qty (In Tons):(*)	<input type="text" value="73"/>
No Of Packages:	<input type="text" value="84"/>
Balance Qty (In Pkgs):	<input type="text" value="1608"/>
Shipping Bill Date:	<input type="text"/>
Consignee Name:	<input type="text" value="LAXMI TIMBER TRADERS"/>
Port of Origin/Destination:	<input type="text" value="NAPIER - HASTINGS"/>

Enter to “Yes” to save the chit details

Are you Sure Want to Save?

# CARGO GATE PROCES

IA/EA No:(*)	<input type="text" value="18-19/0734/1/38"/>
Vehicle No:(*)	<input type="text" value="TN28AX8374"/>
Vessel No:	<input type="text" value="18-19/0734"/>
From Location:(*)	<input type="text" value="VOC BERTH NO III"/>
Filled Qty (In Tons):	<input type="text" value="753.493"/>
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Shipping BillNo:	<input type="text"/>
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Consignee Name:	<input type="text" value="LAXMI TIMBER TRADERS"/>
Port of Origin/Destination:	<input type="text" value="NAPIER - HASTINGS"/>

View chit creation >> if vehicle break down user can cancel trip in this screen

Hello 100055!

Masters ▾

Cargo ▾

Cards ▾

Dash Board

Pass Request

View Pass

Pass Extend

VIEW PASS EXTEND

# Cargo Process Views

Chit No

Application No

CargoCode/Cargo

Vehicle No



Chit No

Application No

Vehicle No

Cargo Code

Cargo

Cargo Type

AppliedBy

Cancel

18-19/0070/E/13/0001

18-19/0070/E/13

TN28AX8374

CRG/00075

GENERAL CARGO

EXPORT

100055



Select Assign Cargo Menu>> file share to sub agencies or Importers / Exporters

The screenshot shows a web dashboard for 'HARI AND CO'. The top navigation bar includes 'Hello 100055!', 'Masters', 'Cargo', 'Cards', and 'Dash Board'. The 'Cargo' menu is open, showing options: 'New Cargo', 'New Container', 'View Container', 'View Cargo', and 'Assign Cargo Data' (highlighted with a red box). The main content area is titled 'Dash board' and contains 'Company Information' for 'HARI AND CO' with details like 'Mobile: 9787723276', 'Email: reports@harinco.in', and 'Address: 4/29 E, Madurai Bye pass Road, TUTICORIN, 628006'. Below this is a 'Card Status' table.

Card Status	Count
Person cards	606
Person Expired Cards	491
Vehicle Cards	331
Vehicle Expired Cards	297

File Assign to screen>> Select sub agencies details or port user code

Hello 100055!

Masters ▾

Cargo ▾

Cards ▾

Dash Board

## Assign Cargo Application No

IA/EA No

18-19/0070/E/2

Select Transporter

Click here to search ▾

- 100001 - A.P.C. VEERABAHU SONS
- 100003 - A.V.THOMAS & CO.
- 100004 - AASIAN SHIPPING AGENCIES
- 100005 - ADMEC LOGISTICS LTD. -A SHIP CHANLE
- 100008 - AMIT.K.DEDHIA
- 100009 - AMJ SHIPPING AGENCY
- 100010 - ANAND TRANSPORT

V.O.Chidambaranar Port Trust

Cargo file assign screen>> Cargo assigned successfully

Hello 100055!

Masters ▾

Cargo ▾

Cards ▾

Dash Board

**ASSIGNED SUCCESSFULLY**

## Assign Cargo Application No

IA/EA No

18-19/0070/E/2

Select Transporter

Click here to search ▾

× 100001 - A.P.C. VEERABAHU SONS

Submit

← Back



**THANK YOU**