



THE IATA E-FREIGHT SELF-ASSESSMENT QUESTIONNAIRE

The self-administered questions below allow you to understand your ability to start IATA e-freight in any IATA e-freight enabled location.

These questions allow you to assess if you meet the minimum requirements to start IATA e-freight and evaluate your gaps before initiating your implementation of IATA e-freight as described in the second chapter of the IATA e-freight handbook.

Assessment questions if you are a Freight Forwarder

I. Interface between forwarder and airline (or ground handler on behalf of the airline) on export:

1. Do you have the system capability to send Cargo-IMP messages to your origin airline (or ground handler)? Specifically, are you sending, or do you have the capability to send FWB (electronic =AWB data) and FHL (electronic House Manifest data) Cargo-IMP messages to your airline business partners (or ground handlers) on export, either directly, or via a third party (CCS or other message exchange platform)?
2. Are you currently able, or can you develop the capability to include special handling codes (SPH) in your FWB Cargo-imp messages? With e-freight, you will need to be able to include 'EAW' or 'EAP' special handling codes in your FWB messages to alert your partner airlines (or ground handler) that this is an e-freight shipment.
3. In return, do you have the system capability to receive status update Cargo-IMP messages, in particular the FSU-RCS message, from your partner airline (or ground handler on behalf of the airline)?
4. Do you have the capability to store in your own system (or in a database that you can access on demand), the FWB messages sent, and FSU-RCS messages received, for future access? Note: these two messages combined constitute the shipment record in e-freight which needs to be stored and accessible at later date if need be as proof of contract.
5. As an alternative to questions 1, 2, 3 and 4 above, do you have access to an online web portal or e-freight web platform, via which FWB and FHL data can be entered and FSU-RCS messages be received at time of transport and also later in archived for access if and when required? This could be either an airline portal, ground handler portal, or possibly third party web portal connecting to several airlines and/or ground handlers, where you can enter the FWB and FHL data, access acknowledgements (i.e. freight acceptance status from airline and/or ground handler) and access the cargo receipt data at a later date for reference.

Assessment Criteria:

If you have answered positively to questions 1 to 4, or alternatively, responded positively to question 5, then you have the capability to do e-freight in terms of the electronic interface between you as a forwarder and your partner airlines and/or ground handlers at origin on export.



II. Interface between Origin Forwarder and destination forwarder (or destination broker) as the case may be):

1. Have you today, or do you plan to have the capability to forward commercial documents received from Shippers in electronic format, or created by you in electronic format (e.g PDF, XML) to your destination Freight Forwarder partner or a designated Customs Broker in electronic format, either in EDI or scan format, to enable customs clearance to be completed at destination?
2. Do you have the capability to transmit House Airwaybill and/or House Manifest data electronically, either in EDI or Scan format, to your Freight Forwarder partners at destination to allow them to process the freight and undertake any financial transactions with you, without the need for paper versions of those documents?
3. Do some or all of your destination Freight Forwarder partners have the capability to receive, for processing of a shipment, and archive documents received from you in electronic for either in EDI or scan format?
4. Do some or all of your origin Freight Forwarder partners have the capability to send you commercial documents as well as House Airwaybill and House Manifest data in electronic format, either in EDI or scan format?
5. Do you have the capability to receive commercial documents, as well as House Airwaybill and/or House manifest data, electronically, either in EDI or scan format, from your origin Freight Forwarder partner, to enable you to process the freight at destination?

Note: Documents can be sent and received between the Origin Freight Forwarder and Destination Freight Forwarder in electronic format e.g. XML, EDIFACT or in PDF format or a mixture of both. e.g. Commercial documents can be sent in PDF format with House Airwaybills and /or House manifests sent in XML

Assessment Criteria:

If you can answer positively to questions 1 to 3 you have the capability to do e-freight on export shipments in relation to the electronic interface between you and your destination Freight Forwarder partner(s).

If you can answer positively to questions 4 - 5 you have the capability to do e-freight on import shipments in relation to the electronic interface between you and your origin Freight Forwarder partner(s).

III. Interface between Origin Forwarder and Customs (or Destination forwarder with Import Customs)

1. Have you the capability to submit export declarations electronically to the customs authority in your location, and receive notification of customs clearance (or controls) either through your own in house systems or through a 3rd party service provider from the customs authority?
2. Have you the capability to submit import declarations electronically to the customs authorities in your location, and receive notification of customs clearance (or controls) either through your own in house systems or through a 3rd party service provider from the customs authority?
3. Have you the capability to produce from electronic archives or from PDF copies held in archives, and documents that may be required by the customs authorities for post export or post import controls.

4. If relevant in your location, have you the capability to submit requests for in-bond transfer to /from airport in electronic format, either in EDI or scan format, and receive electronic acceptance from customs

Assessment Criteria:

If you can answer positively to questions 1, 3 & 4 you have the capability to do e-freight on export shipments in relation to the electronic interface between you and your customs authority.

If you can answer positively to questions 1,2 & 4 you have the capability to do e-freight on import shipments in relation to the electronic interface between you and your customs authority

IV. Interface between Origin Forwarder and Shipper.

1. Have you today, or do you plan to have the capability to either receive scanned copies of Commercial Invoices and Packing Lists, from Shippers electronically, or create scanned copies from paper versions submitted by Shipper, in order to process the export of the shipment, and archive these documents?
2. Have you today, or do you plan to have, the ability to receive commercial documents in electronic format, either in EDI, XML or scan format from shippers, archive them electronically and reproduce them as and when required. e.g by government authorities
3. Do you have the ability to print electronic versions of your HAWB for providing to the Shipper if requested e.g As evidence of export for tax purposes

Note: In e-freight, Commercial Invoices and Packing Lists are not carried in paper format with the freight. Instead, they can be received from shippers as scanned documents, received in paper format and scanned by the Freight Forwarder at origin, or they can be received as EDI XML messages.

Assessment Criteria:

If you have answered positively to Question 1&3, or Questions 1 - 3, then you have the capability to work with electronic versions of the commercial documents received from Shippers in order to process the shipment as e-freight on export.



Assessment questions if you are an Airline

I. Interface between an Airline and Forwarder (and Ground Handler)

1. Do you have the system capability to receive Cargo-IMP messages from your origin Freight Forwarder (or Ground Handler if sent by the OFF to the GHA)? Specifically, are you receiving, or do you have the capability to receive, FWB (electronic AWB data) and FHL (electronic House Manifest data) on export?
2. Do you today, have the capability to send Cargo-IMP messages to your Forwarder (or Ground Handler)? Specifically, are you sending the FSU-RCS messages to your forwarders (and Ground Handlers).
3. Do you have the system capability to create a FFM message or can your Ground Handlers, on your behalf, create a FFM message to be sent to the destination?
4. Do you have the capability to make Freight Status Updates (FSU's) in relation to FWB messages received, in particular FSUDEP on export, and FSUARR or FSUNFD on import?

Assessment Criteria:

If you have answered positively to Question 1- 4, then you have the capability to do e-freight in terms of the electronic interface between you as an airline and your partner forwarder and/or ground handler at origin on export

II. Interface between Origin Airline and Customs (or Destination Airline with Import Customs)

1. Have you the capability to submit any required cargo / flight departure reports electronically to the customs authority in your location, and receive notification of acceptance either through your own in house systems or through a 3rd party service provider from the customs authority?
2. Have you the capability to submit any required cargo / flight arrival reports electronically to the customs authorities in your location, and receive notification of acceptance, and any required controls, either through your own in house systems or through a 3rd party service provider from the customs authority?
3. If relevant in your location, have you the capability to submit requests for in-bond transfer to /from airport in electronic format and receive electronic acceptance from customs

Assessment Criteria:

If you can answer positively to questions 1 - 3 you have the capability to do e-freight on export and import shipments in relation to the electronic interface between you and your customs authority.



Assessment questions if you are a Ground Handler

I. Interface between a GHA and Airline (Export)

1. Do you have the system capability to receive Cargo-IMP messages from your origin Airline principal, or from the Origin Freight Forwarder on behalf of your origin Airline principal? Specifically, are you receiving, or do you have the capability to receive FWB (electronic AWB data) and FHL (electronic House Manifest data) Cargo-IMP messages on export.
2. If you receive FWB and FHL data directly from the origin Freight Forwarder on behalf of your airline principal, do you have the capability to make that data available to your airline principal?
3. When receiving FWB and FHL data from either your airline principal or from the origin Freight Forwarder, are you able to send the FSU RCS message to that party?
4. If you are sending the FSU RCS message directly to the origin Freight Forwarder in response to an FWB message they have sent to you, are you able to make that FSU RCS data available to your Airline principal?
5. In order to load cargo booked to a flight, are you able to either:
 - a. Receive a Freight Booked List (FBL) CIMP message from your Airline principal and send them confirmation of the final load for them to create the FFM message?
 - b. Receive a provisional Flight Manifest (FFM) message from your Airline Principal, and send them confirmation of the final load for them to create the actual FFM message?
 - c. Where agreed, create a Freight Booked List on behalf of your Airline principal, and send them confirmation of the final load for them to create the actual FFM?
 - d. Where agreed, create a Freight Booked List on behalf of your Airline principal, create an FFM after final loading and send the FFM to them?
6. If required by your Airline principal, are you able to send an FFM message to the Airline's nominated GHA at destination?

Assessment Criteria:

If you can answer "Yes" or "Not Relevant" to the above questions you have the capability to do e-freight on export shipments in relation to the electronic interface between you and your airline.

II. Interface between a GHA and Airline (Import)

1. Do you have the capability to receive FFM, and where required, FHL messages from either your Airline principal, or their appointed GHA at origin?
2. Do you have the capability to use those messages or locally print out a copy of the FFM in order to process the freight on arrival?
3. Are you able to send Freight Status Updates (FSU's), or provide your Airline principal with information enabling them to send FSU's specifically either FSU ARR or FSU NFD

**Assessment Criteria:**

If you can answer positively to questions 1-3 above you have the capability to do e-freight on import shipments in relation to the communication between you and your Airline principal.

III. Interface between Origin GHA and Customs (or Destination GHA with Import Customs)

1. If required by your Airline principal, have you the capability to submit any required cargo / flight departure reports electronically to the customs authority in your location, and receive notification of acceptance either through your own in house systems or through a 3rd party service provider from the customs authority?
2. If required by your Airline principal, have you the capability to submit any required cargo / flight arrival reports electronically to the customs authorities in your location, and receive notification of acceptance and any controls either through your own in house systems or through a 3rd party service provider from the customs authority?
3. If relevant in your location, and if required by your Airline principal, have you the capability to submit requests for in-bond transfer to /from airport in electronic format and receive electronic acceptance from customs

Assessment Criteria:

If you can answer “Yes” or “Not Relevant” to questions 1 - 3 you have the capability to do e-freight in relation to the electronic interface with customs on export.

Conclusion

If you have answered positively to the assessment questions, you are in a good position to implement IATA e-freight in your organisation.

On the other hand, if your answers had mostly been negative or you were not able to answer the questions, it is recommended that you read chapters “Business Process and Standards” and “Technology” of the IATA e-freight handbook to understand the type of messages used and how to transmit it electronically.

Lastly, you can also contact IATA at IATAe-freight@iata.org if you cannot find the answers you require or contact your local IATA office.