



e-AWB Preparation and Implementation Checklist for Forwarder

TECHNOLOGY

- Assess technical readiness using IATA Technical Readiness Assessment
- Identify critical system enhancements needed to support e-AWB implementation

EDI OPTION

The following is the minimum list of functionalities that your systems must have to support e-AWB implementation to:

- Send FWB Cargo IMP messages to your airline business partners
- Receive FSU-RCS from your airlines business partner
- Archive FWB + FSU-RCS electronically

WEB PORTAL OPTION

Do you have access to the airlines web portal that will allow you to perform the following:

- Accepting air waybill terms and conditions
 - Entering air waybill data
 - Viewing the carrier acceptance of cargo as "Ready for Carriage" information
 - Store and display the shipment record information (FWB + FSU-RCS)
-
- Test EDI messaging with airline business partner
 - Test system enhancements needed to support e-AWB shipments
 - Roll-out system enhancements for e-AWB

COMMERCIAL

- Identify forwarder business partner for e-AWB implementation
- Identify list of origin and destination countries. (Note: Origin and Destination countries must be subject to the same convention, MP4 or MC99)
- Sign e-AWB agreement with implementation partner

OPERATIONS

- Develop e-AWB standard operating procedure (SOP), which document step-by-step procedures needed to handle e-AWB shipments
- Perform pilot test using the new e-AWB SOP, refine e-AWB SOP based on the result of the test
- Train personnel on the new e-AWB SOP
- Prepare contingency planning
- Decide on go-live date with your airline business partners
- Communicate the e-AWB implementation to all stakeholders
- Roll-out e-AWB