Copyright Information

© All rights reserved IATA

Purpose of this document

The purpose of this document is to give a quick overview of the Multilateral e-AWB Agreement Reports module in the e-Cargo Matchmaker and how to view the various reports.

Revision History

Please keep the latest version on top

<table>
<thead>
<tr>
<th>Ver</th>
<th>Change Description</th>
<th>Sections</th>
<th>Date</th>
<th>Author</th>
</tr>
</thead>
<tbody>
<tr>
<td>0.1</td>
<td>Initial document</td>
<td>All</td>
<td>12 August 2013</td>
<td>B. Behanan</td>
</tr>
<tr>
<td>0.2</td>
<td>Revised based on feedback</td>
<td>All</td>
<td>29 August 2013</td>
<td>B. Behanan</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Table of Contents

Copyright Information .............................................................................................................2
Purpose of this document ........................................................................................................2
Revision History ......................................................................................................................2
Introduction .............................................................................................................................4
    About the Multilateral e-AWB Agreement ........................................................................4
    New module in Matchmaker ..............................................................................................4
Section A: Public View ............................................................................................................5
    Airlines and Airports Report ............................................................................................5
    Freight Forwarders Report ...............................................................................................6
Section B: Login View .............................................................................................................7
    Contact Information – Freight Forwarders .........................................................................7
    Contact Information – Airlines ..........................................................................................8
    Verify your company information ....................................................................................10
Introduction

About the Multilateral e-AWB Agreement

The new multilateral e-AWB agreement (IATA Resolution 672) provides a single standard e-AWB agreement that airlines and freight forwarders can sign once with IATA and start doing e-AWB with all other parties to the Agreement. By signing the Agreement with IATA, freight forwarders and airlines effectively enter into e-AWB Agreements with each other.

Resolution 672 states that the list of Parties to the Agreement shall be published by IATA as follows:

- List of Airlines and their participating Airports
- List of Freight Forwarders and Freight Forwarder Affiliates

In consultation with the relevant industry groups, it was decided to use the e-Cargo Matchmaker application to display this information.

New module in Matchmaker

The new Multilateral e-AWB Agreement module in e-Cargo Matchmaker displays information on Parties that have joined the Multilateral e-AWB Agreement.

There are two views available: Public View and Login View

1. The Public View is accessible without a username and password. It displays the following two reports:
   - Airlines and Airports Report
   - Freight Forwarders Report

2. The Login View is accessible only by users registered with the e-Cargo Matchmaker and requires a username and password. It displays (in addition to the two Public View Reports) the following report based on user type:
   - Airlines detailed information Report (for freight forwarder users only)
   - Freight Forwarders detailed information Report (for airline users only)
Section A: Public View

Airlines and Airports Report

This report displays the airlines that have joined the Multilateral e-AWB Agreement and their participating airport locations i.e. the airports that are covered under the Multilateral e-AWB Agreement.

To view the report:

1. Go to https://matchmaker.iata.org/efReport/index
2. Under Multilateral e-AWB Agreement Reports, click Airline and Airports

<table>
<thead>
<tr>
<th>Name</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Airline and Airports</td>
<td>Airlines that joined the multilateral e-AWB agreement and their airport locations</td>
</tr>
<tr>
<td>Freight Forwarders</td>
<td>Freight forwarders that joined the multilateral e-AWB agreement</td>
</tr>
</tbody>
</table>

3. From the Airline Name field, select an airline and click APPLY FILTER (see example below)

The complete list of airport locations for the selected airline is displayed.

You can also filter the report by:

- Country Code
- Country Name
- City
- Airport Code
- IATA Designator
- Joining Date
Tips:

1. Filtering on the Joining Date allows the user to identify airlines that have joined the agreement (or added airports to the Agreement) during a specified period of time.
2. To view the complete list of Airlines and their Airports, leave all fields blank and click APPLY FILTER
3. Reports can be downloaded in the form of a .CSV file by clicking on the CSV Export icon on the top right corner.

Freight Forwarders Report

This report displays the freight forwarders that have joined the Multilateral e-AWB Agreement and their affiliates. For the purposes of the Multilateral e-AWB Agreement, an affiliate is defined as any company which the freight forwarder is authorized to enter into the multilateral e-AWB agreement on their behalf and to bind them to the obligations set forth therein.

To view the report:

1. Go to https://matchmaker.iata.org/efReport/index
2. Under Multilateral e-AWB Agreement Reports, click Freight Forwarders

Multilateral e-AWB Agreement Reports

<table>
<thead>
<tr>
<th>Name</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Airlines and Airports</td>
<td>Airlines that joined the multilateral e-AWB agreement and their airport locations</td>
</tr>
<tr>
<td>Freight Forwarders</td>
<td>Freight forwarders that joined the multilateral e-AWB agreement</td>
</tr>
</tbody>
</table>

3. In the Company Name field, enter the name of the freight forwarder (or affiliate) and click APPLY FILTER (see example below)

The freight forwarder details are displayed.
You can also filter the report by:

- Country Code
- Country Name
- City
- Joining Date

**Tips:**

1. Filtering on the Joining Date allows the user to identify the freight forwarders that have joined the agreement (or added airports to the Agreement) during a specified period of time.
2. To view the complete list of freight forwarders, leave all fields blank and click **APPLY FILTER**
3. Reports can be downloaded in the form of a .CSV file by clicking on the **CSV Export** icon on the top right corner.

**Section B: Login View**

Please note that this view is accessible only for airline and freight forwarder users registered with e-Cargo Matchmaker and requires a username and password which is provided upon registration. To register to e-Cargo Matchmaker, go to: [https://matchmaker.iata.org/register](https://matchmaker.iata.org/register)

**Contact Information – Freight Forwarders**

This report is displayed to registered airline users only. It provides the detailed information of the freight forwarders (and affiliates) that have joined the Multilateral e-AWB Agreement, including Full Address, IATA Agent Code, CASS number (where available) and Designated Contact information.

To view the report:

1. Go to [https://matchmaker.iata.org/efReport/index](https://matchmaker.iata.org/efReport/index)
2. Click **Sign In**
3. Enter your login credentials and click **Sign In**

4. Under Multilateral e-AWB Agreement Reports, click **Contact Information - Freight Forwarders**

5. In the **Company Name** field, enter the name of the air and click **APPLY FILTER** (see example below)

**Contact Information – Airlines**

This report is displayed to registered freight forwarder users only. It provides the detailed information of the airlines that have joined the Multilateral e-AWB Agreement, including Full Address, and Designated Contact information.
To view the report:

1. Go to [https://matchmaker.iata.org/efReport/index](https://matchmaker.iata.org/efReport/index)

2. Click **Sign In**

3. Enter your login credentials and click **Sign In**

4. Under Multilateral e-AWB Agreement, click **Contact Information - Airlines**

5. From the **Airline Name** list, select the airline and click **APPLY FILTER** (see example below)
Verify your company information

This is to view your company’s detailed information that is published on the e-Cargo Matchmaker that is displayed to other users. Only registered user can use this functionality. Such a user can only see the information related to the organization to which it belongs.

To view your company’s information:

1. Go to https://matchmaker.iata.org/efReport/index

2. Click Sign In

3. Enter your login credentials and click Sign In

4. Click Manage My Status
5. Click **Review My Multilateral e-AWB Agreement Contact Information**

6. Verify the details displayed are accurate.

In case of any changes needed, contact IATA Cargo (cargo@iata.org) with subject “e-CMM Multilateral Update”