Contents

I.   Scope:

The scope of this document is to guide all stakeholders how to proceed their daily export activities by using e-AWB.

II.   E-AWB Basics:

The electronic AWB (e-AWB) is an electronic contract of carriage that is an alternative to the paper AWB contract. The electronic contract of carriage is achieved through the interchange of electronic data (EDI) messages (FWB/XFWB, FSU/XFSU).

The terms and conditions for interchanging EDI messages between shipper -or its authorized forwarder- and carrier are specifically set forth in IATA Resolution 672 which is also known as " Multilateral e-AWB Agreement"

Because Turkey has complied with MC/99 (Montreal Convention 1999), e-AWB can be implemented on MC/99 and/or MP-4 routes[1]

---

[1] Excluding Egypt, Bangladesh, Kuwait

III.   Minimum Requirement and Implementation Plan:

In order to implement e-AWB in operation processes, all stakeholders need to meet some requirements which are explained below.

a- Forwarder

- Forwarder needs to sign IATA Multilateral agreement and comply with its requirement (both legal and technical)
- Forwarder shall be able to send/receive messages to/from Airline.
    - Messages to be sent: FWB, FHL
    - Messages to be received: FMA, FNA, FSU
      These messages can be either in IMP or XML format
- Messages which are provided by the forwarder need to meet desired data quality. This is important because airline considers the content of the message instead of documents and which affects operation processes.
- Forwarder needs to provide CSD (Consignment Security Declaration) information in FWB message, so airline can proceed e-CSD
- Forwarder needs to ensure that organizational change management in their processes has been done properly i.e. Training

b- Carrier

- Carrier needs to sign IATA Multilateral agreement and comply with its requirement (both legal and technical)
- Carrier shall send an activation notice to forwarder
- Carrier shall be able to send/receive messages to/from forwarder and GHA
    - Messages to be sent: FWB, FHL, FMA, FNA, FSU
    - Messages to be received: FWB, FHL
      These messages can be either in IMP or XML format
- Carrier needs to ensure data quality of the messages which are provided by the forwarder is in desired level. To achieve enough quality, carrier tracks and fixes any potential problem with corresponding business partner by making regular discussions
- Preferably, carrier needs to be able to print out MAWB and CSD documents according to FWB message which is provided by the forwarder, if it is needed
- If a GHA operates w/h operations on behalf of carrier at origin point, carrier needs to copy FWB message to GHA which is provided by the forwarder
- Carrier needs to ensure that e-AWB can be applied to MC/99 and/or MP-4 routes. There can be some station where e-AWB is not accepted even if the specific countries comply with MC/99.
- Carrier needs to ensure that organizational change management in their processes has been done properly i.e. Training

c- GHA

- GHA needs to be able to send/receive messages to/from Airline
  - Messages to be sent : FWB, FHL, FSU, FMA
  - Messages to be received: FWB, FHL, FSU
- Preferably, GHA needs to be able to print out MAWB and CSD documents according to FWB message which is provided by the carrier, if it is needed
- GHA needs to ensure that organizational change management in their processes has been done properly i.e. Training
- GHA needs to ensure that data quality of messages meets desired requirements. i.e. FSU messages

IV. Connection Methods:

Each stakeholder connects to other with different connection methods which depend on various indicators:

- Size of the stakeholder
  - Operational
  - Commercial
- Operational structure
- Technology

General Connection Methods for exchanging messages

In connection between stakeholders there are 2 common standards which are IATA Cargo XML and CIMP. XML offers several advantages in comparison with the CIMP. By using xml messages, stakeholders are able to transmit more detailed data in messages which allows them to remove paper from the processes more easily. Only C-IMP version 32 or higher can be used for exchanging messages.
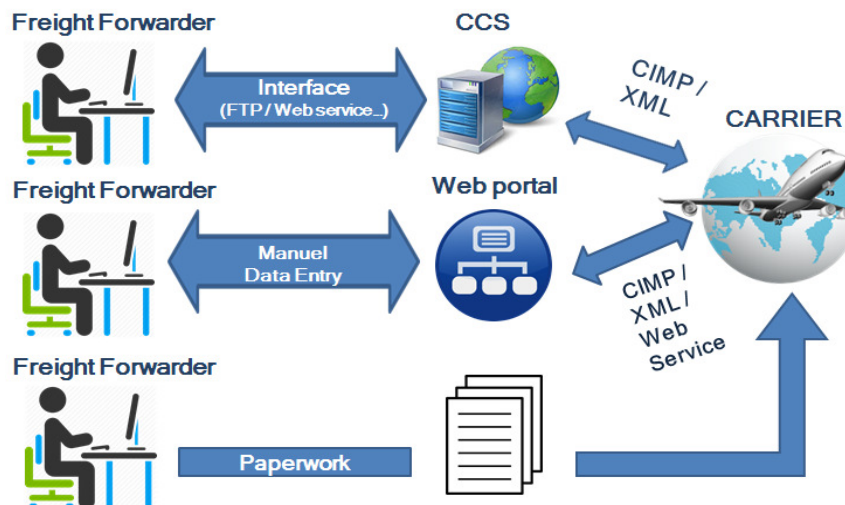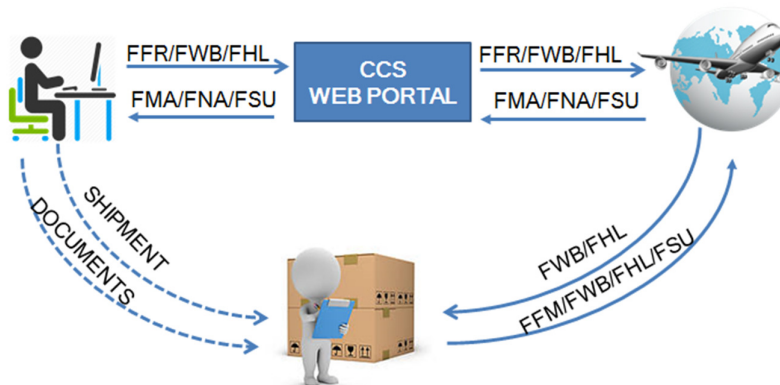
Exchanging messages by Web portal

A web portal may be provided by different parties (Airlines, CCS...). There are most common two types of Web portals, one of them is carrier web portal which is provided by Airlines and the other one is multi-carrier web portal which is provided by CCS. Freight forwarders choose one of these options according to their house indicators to exchange messages with airlines. Such a web portal, generate and receive the messages (FWB, FSU-RCS, XML). It also provides access to Cargo receipt and allows printing paper AWB
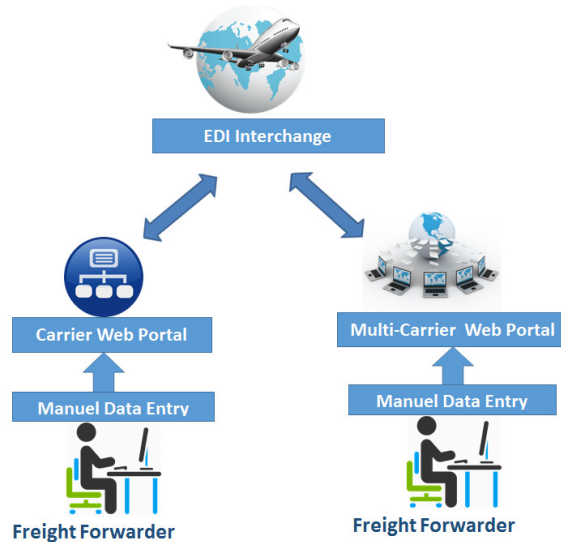
Messages which need to be copied

If GHA is handling w/h operations on behalf of carrier at that specific airport then Airline needs to copy some messages to GHA. By this way GHA is able to know whether messages which are sent by the forwarder processed by airline or not.

V.   Export Operations

S. NO	Task	Responsible
	EAWB SOP of IST export	
1	Forwarder contacts airline in order to make booking. This action can be done either by telepone or by an electronic transaction. Electronic transactions: FFR, Webportals Forwarder needs to declare whether it is an E-AWB shipment or not.	**Forwarder**
2	Airline confirms booking either by phone or by an electronic transation. (FFA, web portal transation)	**Airline**
3	Airline sends FSU/BKD message to forwarder	**Airline**
4	Airline sends Flight booking list to GHA by using FBL message.(*)	**Airline**
5	GHA receives and processes Flight booking list	**GHA**
6	Forwerder receives shipment and its documents from the shipper	**Forwarder**
7	Forwarder sends FWB/FHL message to Airline according to information provided by the shipper which is not the final one. Messages need to contain EAP code in their SPH sections which refers it is an E-AWB shipment	**Forwarder**
8	Airline sends FMA message to forwarder	**Airline**
9	If messages which are provided by the forwarder fail in airlines system, then a FNA message needs to be sent to forwarder	**Airline**
10	Airline forwards FWB/FHL message to GHA which is provided by forwarder (*)	**Airline**
11	GHA receives and processes FWB/FHL message which are provided by the airline(*)	**GHA**
12	Forwarder brings and presents shipment to cargo facility which can be operated by the GHA or by the airline itself	**Airline/GHA**
13	Airline/GHA confirms receipt of freight and verify pieces and weight	**Airline/GHA**
14	GHA sends FSU/FOH message to airline(*) (Optional)	**GHA**
15	Airline sends FSU/FOH message to forwarder (Optional)	**Airline**
16	GHA/Airline prints a cargo receipt form and gives to forwarder if it is needed	**Airline/GHA**
17	Forwarder prepares other documents for CUSTOMS and get approval from the CUSTOMS	**Forwarder**
18	Forwarder brings CUSTOMS statement Document to GHAs or Arlines cargo failicity to get approval whether Customs statement document matches with Cargo receipt form	**Forwarder**
19	Airline matches two documents and gives approval	**Airline**
20	Forwarder sends FWB/FHL message to Airline with the final correct information	**Forwarder**
21	Airline forwards FWB/FHL message to GHA which is provided by forwarder (*)	**Airline**
22	GHA receives and processes FWB/FHL message which are provided by the airline(*)	**GHA**
23	Forwarder prints a copy of MAWB to get final approval from the CUSTOMS (If it is needed)	**Forwarder**
24	CUSTOMS approve that shipment can be exported	**CUSTOMS**
25	Forwarder brings documents to GHAs/Airlines Cargo Facility	**Forwarder**
26	GHA/Airline accepts documents and approves that shipment is ready for carriage	**Airline/GHA**
27	GHA sends FSU/RCS message to airline(*)	**GHA**
28	Airline send FSU/RCS message to forwarder	**Airline**
29	GHA/Airline prepares necessary flight documents for both CUSTOMS and operational purposes	**Airline/GHA**
30	GHA/Airline prepares shipment for a specific flight	**Airline/GHA**
31	GHA sends FSU/PRE message to airline(*)	**GHA**
32	Airline send FSU/PRE message to forwarder	**Airline**
33	GHA/Airline manifests shipment for a specific flight	**Airline/GHA**
34	GHA sends FSU/MAN message to airline(*)	**GHA**
35	Airline sends FSU/MAN message to forwarder	**Airline**
36	GHA/Airline moves cargo and documents to aircraft	**Airline/GHA**
37	GHA send FSU/DEP message to airline(*)	**GHA**
38	Airline send FSU/DEP message to forwarder	**Airline**
39	GHA sends FWB/FHL/FFM message to airline(*)	**GHA**
40	Airline sends FWB/FHL/FFM message to onwards station	**Airline**
41	GHA/Airline sends departure notifcation message to CUSTOMS	**Airline/GHA**
42	GHA/Airline brings CUSTOMS statement and manifest documents to CUSTOMS	**Airline/GHA**

(*) steps to be passed where Airline also operates W/H operations at airport

Note: ECC code can be applied where EAP code is not used between airline and forwarder

VI.   Glossary

- **CCS :** Cargo Community System – (Value Added Network for Cargo)
- **CSD :** Consignment Security Declaration
- **CIMP :** IATA's Cargo Interchange Message Procedure Manual
- **CXML :** IATA's new XML message format
- **EDI :** Electronic Data Interchange
- **E-CSD :** Electronic Consignment Security Declaration
- **ECC :** Special handling code for a shipment using an electronic air waybill – stands for 'Electronically Concluded Cargo Contract
- **EAP :** E-freight Consignment with Accompanying Documents
- **EAW:** E-freight Consignment with No Accompanying Documents
- **FF :** Freight Forwarder
- **FFM :** Airline Flight Manifest Message
- **FFR :** AWB space Allocation Request "Freight Booking Request Message".
- **FHL :** Consolidation List Message (House Manifest data message) or House Waybill details
- **FMA :** Message Acknowledgement Message
- **FNA :** Error Message
- **FSA :** Status Answer Message
- **FSR :** Status Request Message
- **FSU :** Status Update Message
- **FSU/BKD :** Consignment booked on a specific flight
- **FSU/RCS :** Consignment received from shipper or agent
- **FSU/DEP :** Consignment departed on a specific flight
- **FWB :** Air Waybill Data Message
- **FZB :** House Waybill Data Message
- **GHA :** Ground Handling Agent
- **IATA :** International Air Transport Association
- **MAN :** Consignment manifested on a specific flight
- **SOP :** Standard Operational Procedure