

Dated: 4th March 2021
Circular No: cargobyblr/KLSPL/002

Subject: Training for Airport cargo Community System (ACS) at BLR Airport

Dear Business Partners,

With reference to Circular No. **cargobyblr/KLSPL/001** dated 26th February 2021. This circular is being issued to inform all concerned entities on the training schedule for ACS. The training will commence from 08 Mar 2021, Monday being done for a duration of 03 hours.

The sessions will be conducted by Kale Logistics Solutions Private Limited the entity that would be providing the ACS services at BLR Airport. The training schedule is planned as below, which is detailed in Annexure A and B

1. Session for Airlines:

- Dates: 8th and 9th March 2021

2. Session for Freight forwarders / Customs House Agents:

- Dates: 10th to 19th March 2021

In case of request for additional session of training the same will be arranged as per the request from the partners.

To register for this training session the attendee will have to mail in the below details to the email id: BLR.support@kalelogistics.com with a subject line: **CargobyBLR ACS Training**

1. For Airlines -

- a. Airline name:
- b. Attendee name:
- c. Contact mobile number:
- d. Contact e-mail id:

2. For Freight Forwarders / Customs House Agents -

- a. Organization name:
- b. Type of organisation: freight forwarder / customs broker
- c. Attendee name:
- d. Contact mobile number:
- e. Contact e-mail id:

Once we receive the details, a training session link will be shared on your registered email id. The attended can attend multiple sessions as per their convince.

Below are the minimum system requirements for the user during the training -

1. System Setup for training i.e. laptop or desktop with minimum resolution of 1366 x 768 at 100% resolution
2. Provision to access Microsoft Teams via the APP or the browser mode on the laptop or desktop

3. Access to minimum of 2 mbps internet speed over Wi-Fi or LAN (Internet) connectivity during the training.
4. Preferred browsers: Mozilla Firefox minimum version 84 and above / Google Chrome minimum version 84 and above

The training on the ACS will comprise of the key functionalities mentioned as per Annexure -A

For any clarifications, please write to BLR.support@kalelogistics.com

Yours sincerely

For Bangalore international airport limited



Name: Raveen Pinto

Designation: Vice President - Aviation Business

Annexure - A

Key Functionalities for Airlines:

1. **Exports:**
 - Carting Order approval
 - View Master Air waybill PDF copy
2. **Imports:**
 - Release/ Revoke Airline Delivery Order
 - View segregation report
3. **Generic**
 - Mobile App feature - Carting Order Approval
 - Change and reset Password

Key Functionalities for Freight forwarders / Customs House agents:

1. **Exports**
 - Air waybill update
 - Assign Master Air waybill to sub agent
 - Advance Shipment Information
 - Carting Order request and approval
 - Shipping Bill details update
 - ACS Charges Payment
 - Terminal Charges Payment
 - Vehicle Token generation process
 - Vehicle dock in, dock out status update from terminal
2. **Imports**
 - Status view of Airline DO
 - Chargeable Weight verification Process
 - Release / Revoke CONSOL DO
 - Maintain BOE details
 - Manual BOE Verification Process
 - Pick order generation
 - Manual OoC Verification Process
 - ACS Charges Payment
 - Terminal Handling Charges Payment
 - Vehicle Token generation process
 - Vehicle dock in, dock out status update from terminal
3. **Generic**
 - Track and Trace
 - ACS Charge PD account Maintenance and top up process
 - TSP Charge PD account Opening Balance View



- Trade Partners Setup
- Mobile App features
- e- Docket
- Send Manifest
- EDI communication with airline
- Change and reset password



Annexure - B

Session Plan

Session for Airlines:

Date	Batch	Time	Process
8/03/2021	Batch 1	11:00 – 13:00	Export, Import
8/03/2021	Batch 2	15:00 – 17:00	Export, Import
9/03/2021	Batch 1	11:00 – 13:00	Export, Import
9/03/2021	Batch 2	15:00 – 17:00	Export, Import

Session for Freight forwarders / Customs House Agents:

Date	Batch	Time	Process
10/03/2021	Batch 1	11:00 – 13:00	Export, Import
10/03/2021	Batch 2	15:00 – 17:00	Export, Import
12/03/2021	Batch 1	11:00 – 13:00	Export, Import
12/03/2021	Batch 2	15:00 – 17:00	Export, Import
15/03/2021	Batch 1	11:00 – 13:00	Export, Import
15/03/2021	Batch 2	15:00 – 17:00	Export, Import
16/03/2021	Batch 1	11:00 – 13:00	Export, Import
16/03/2021	Batch 2	15:00 – 17:00	Export, Import
17/03/2021	Batch 1	11:00 – 13:00	Export, Import
17/03/2021	Batch 2	15:00 – 17:00	Export, Import
18/03/2021	Batch 1	11:00 – 13:00	Export, Import
18/03/2021	Batch 2	15:00 – 17:00	Export, Import
19/03/2021	Batch 1	11:00 – 13:00	Export, Import
19/03/2021	Batch 2	15:00 – 17:00	Export, Import

