

Gate Pass Request System

Gate Pass Request System allows submitting a request for:

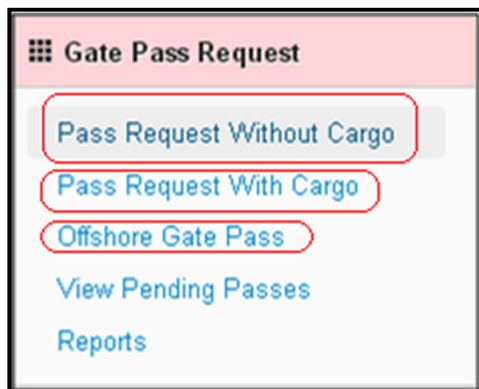
1. Normal Gate Pass Request without cargo
2. Gate Pass Request with cargo
3. Offshore Pass Request.

In View Pending Gate passes, user can view/print/delete the submitted requests for Gate Pass. In Reports, user can search the request by date OR by request no

New Request:

For submitting New Request, you have to choose the gatepass type:

1. Without Cargo
2. With Cargo
3. Offshore

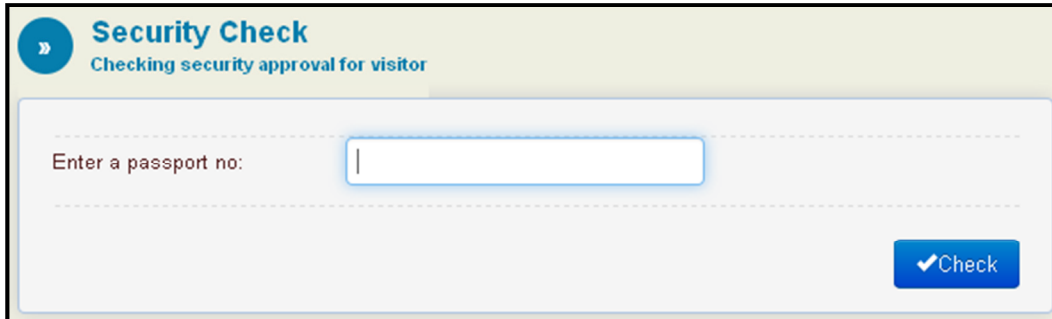


Note: Visitors Security Verification:

According to Port Policy, all the persons/visitors who want to enter the Port should have security approval. So before submitting the gate pass request, first check the security approval by entering only the Passport No. of the visitor who wants to enter the Port. System will check if the visitor having the security approval then you can submit his/her gate pass request. Otherwise you can't submit the gate pass request. However you can enter the security approval request for that visitor OR you can come at gate pass office with passport copy and company letters/documents for security approval.

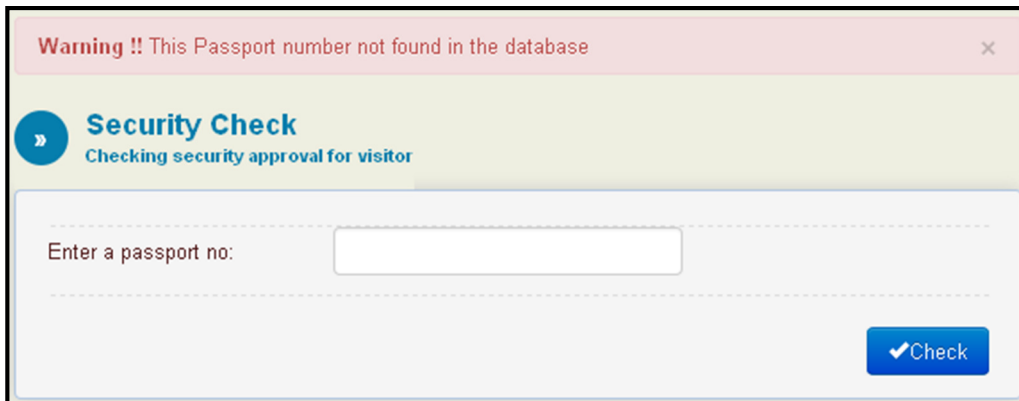
After selecting the gatepass type, users can enter only the Passport no. to check the security approval.

Security Check form



The screenshot shows a web form titled "Security Check" with the subtitle "Checking security approval for visitor". The form has a light green header bar. Below the header, there is a light gray input area. On the left, the text "Enter a passport no:" is followed by a white text input field with a blue border. To the right of the input field is a blue button with a white checkmark icon and the text "Check".

If users entered wrong Passport No. then system will show the relevant error message and will not allow user to enter the gate pass request as follow:



The screenshot shows the same "Security Check" form as above, but with an additional error message. At the top of the form, there is a red warning banner with the text "Warning !! This Passport number not found in the database" and a close button (X) on the right. The rest of the form, including the input field and the "Check" button, remains the same.

Pass Request Without Cargo Form:

Below is the Pass Request Without Cargo Form that user will see after security verification

»

Gate pass Request
Send gate pass request

Pass Type

Single Pass ☒ Group Pass ☐

Person's Name

AARON BATIN

Passport No

EB1635891

Permanent Pass No

Select the Gate

MAIN GATE/OFFSHORE ▼

Request For

ENTRY ▼

Vehicle No

Entry Purpose

PHARAMEDIC NATIONAL AME ▼

Pass Type

Daily ▼

Entry Type

Single ▼

Company Name

NATIONAL AMBULANCE *

Expected Entry Date

22/11/2015 10:19 *

Security approval of this person is upto: 31-Dec-2015

Mobile No

+971 500000000

Reference No

pof_admin

Vessel Name

✓ Send Gate Pass Request

Note:

1. Entry purpose should be filled in details.
2. Select the Entry Type either single or multiple. Single means one entry and one exit, and multiple means multiple entry and exit.

Select the pass type either single pass or group pass. If group Pass option is selected, the group Pass form should be displayed and users can add maximum 10 persons per request. Users can delete any visitors by clicking on the delete icon.

GROUP PASS

ADD VISITORS IN THIS GROUP PASS

Passport No	Name	Add Row
<div></div>		<div>Add Row</div>
<div></div>		<div></div>
<div></div>		<div></div>
<div></div>		<div></div>
<div></div>		<div></div>

✓ Send Gate Pass Request

Pass Request With Cargo Form:

Below is the Pass Request With Cargo Form that user will see after security verification

»

Gate pass Request With Cargo
Send gate pass request with cargo

Cargo Type

---Please select a cargo type---

Pass Type

Single Pass ☒ Group Pass ☐

Driver Name

AARON BATIN

Company Name

ABU DHABI PETROLEUM (IRS

Passport No

EB1635891

Entry Purpose

PHARAMEDIC NATIONAL AME

Mobile No

+971 500000000

Select the Gate

MAIN GATE/OFFSHORE

Request For

ENTRY

Reference No

pof_admin

Vehicle No

Vessel Name

Entry Type

Single

Expected Entry Date

22/11/2015 12:23

Security approval of this person is upto: 31-Dec-2015

CARGO DETAILS

Add cargo in this Pass.

Unit of Measurement	Cargo Quantity	Delivered To	Add/Delete
DRUM - DRUM			Add Row

Note:

1. Users can add maximum of 3 cargo details records per request.
2. Users can select unit of measurement, specify the cargo quantity and place of delivery
3. Users can delete any cargo details by clicking on the delete icon.

CARGO DETAILS

Add cargo in this Pass.

Unit of Measurement	Cargo Quantity	Delivered To	Add/Delete
DRUM - DRUM ▼ *	<input type="text"/> *	<input type="text"/> *	Add Row
DRUM - DRUM ▼ *	<input type="text"/> *	<input type="text"/> *	
DRUM - DRUM ▼ *	<input type="text"/> *	<input type="text"/> *	

✓ Send Gate Pass Request

Offshore Pass Request:

Below is the Offshore Pass Request Form that user will see after security verification

» Offshore gate pass request
Send new offshore gate pass request

Offshore Company

3G EXPERTS FZE (31-Jan-1

Pass Type

Single Pass ☒ Group Pass ☐

Person's Name

MARIUS HENDRIKUS MULDER

Passport No

BVJ50FP62

Vehicle No

Entry Type

Single

Expected Entry Date

27/10/2016 10:27 *

Security approval of this person is upto: 10-Oct-2017

Mobile No

+971 564242190

Visa Type

Select visa type

Pass Type

WEEKLY

Reference No

gitex

Camera

☐

VESSEL DETAILS

Add vessel in this Pass.

IMO No	Vessel Name	Add/Delete
IMO NO 1	Enter Vessel Name 1	Add Row

CAMERA DETAILS:

- If the agent is carrying camera to offshore, the agent should select camera option
- Once the camera option is selected, two more fields will appear and the agent should fill them:
 - Camera SNO(Serial No.)
 - Camera Model

Camera	<input checked="" type="checkbox"/>
Camera SNO	<input type="text"/>
Camera Model	<input type="text"/>

Vessel Details:

1. Users can add maximum of 4 vessel details record per request.
2. Users can delete any vessel details by clicking on the delete icon.

VESSEL DETAILS			Add vessel in this Pass.
IMO No	Vessel Name	Add/Delete	
<input type="text" value="IMO NO 1"/> *	<input type="text" value="Enter Vessel Name 1"/>	<input type="button" value="Add Row"/>	
<input type="text" value="IMO NO _2"/>	<input type="text" value="Enter Vessel Name _2"/>	<input type="button" value="Delete"/>	
<input type="text" value="IMO NO _3"/>	<input type="text" value="Enter Vessel Name _3"/>	<input type="button" value="Delete"/>	
<input type="text" value="IMO NO _4"/>	<input type="text" value="Enter Vessel Name _4"/>	<input type="button" value="Delete"/>	

[View Pending Passes:](#)

In the View Pending Passes, users can see the list of pending gate passes sent by the user. Users can view Gate pass request detail by selecting any Req/Group number. User can print the gate pass request by clicking on the print icon or delete the gate pass request by clicking on the delete icon.

Gate Pass Request Detail			
Req No	: 2015100467		
Visitor's Name	: IMTIAZ AHMED MUHAMMAD AZAM		
Passport No	: AL1168401		
Company Name	: SANGAPAS TRANSPORT		
For the Gate	MAIN GATE/OFFSHORE	ENTRY / EXIT	ENTRY
Expected Entry Time	14-Nov-2015 09:16 AM	Entry Purpose	HELP AT FEWA WORK IN ENG. DEPT.
Vehicle No		Request Type	PORT
Pass Type	WEEKLY	Entry Type	MULTIPLE
Submit by	jaseer	Submit Time	14-Nov-2015
Gatepass Issued Time		Cargo Allowed	NO
Cargo Type		Status	REQUESTED
<div>PrintDelete</div>			

Reports

In Reports, user can search requests by date range or by request no.

Reports
GatePasses that have been issued

Search By Date
From Date :
To Date :
Pass Type :
Req Type :
Search By Req No
OR
Req No :

Request Report:

The search result will display and user can print the report by clicking on Print button.

Req No	: 2015103486	Visitor's Name	: ABDUL GAFOOR KOTTILINGATHODI
Passport No	: K1295788	Company Name	: NAJAF FOOD STUFF TRADING

For the Gate	MAIN GATE/OFFSHORE	ENTRY / EXIT	ENTRY
Expected Entry Time	22-Nov-2015 07:56 AM	Entry Purpose	DELIVERY
Vehicle No	71093 FUJ	Request Type	PORT
Pass Type	DAILY	Entry Type	SINGLE
Submit by	AMNA	Submit Time	22-Nov-2015
Gatepass Issued Time	22-Nov-2015	Cargo Allowed	YES
Cargo Type		Status	EXITED

Print