

# E-Gate

## Dispatcher User Guide



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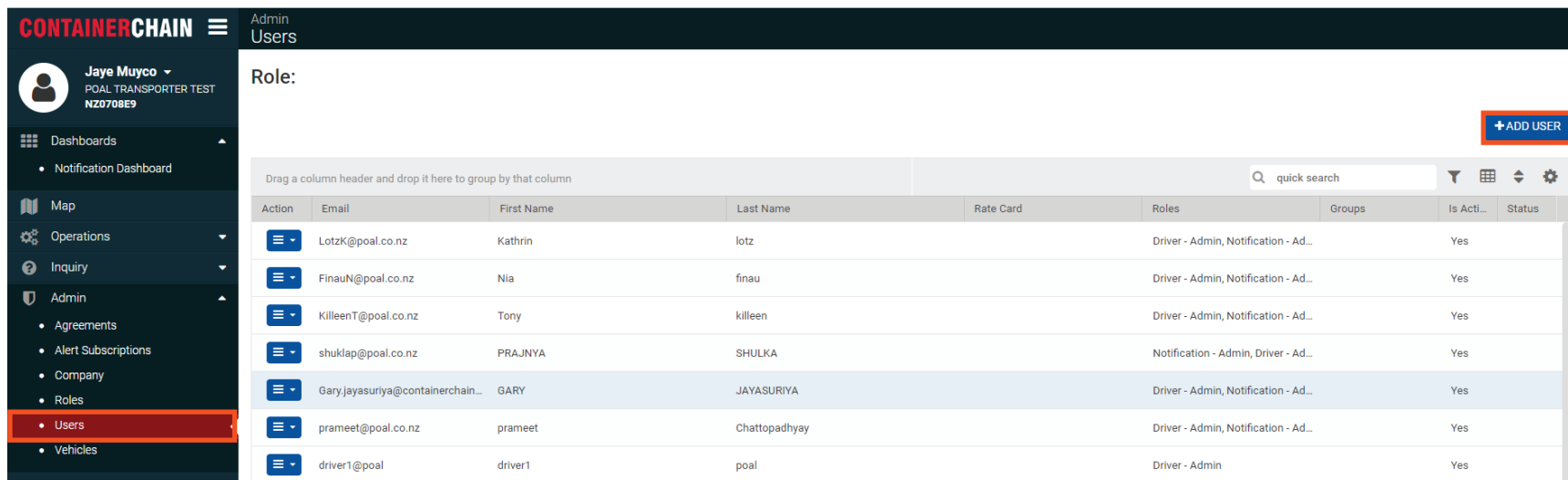
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## Add/Update Driver details in Container Chain



The email address entered below for the Driver Mobility App must be the same email address the driver used to register for the Port of Auckland access module. For a list of the email addresses for your truck drivers, please email Driver Assist.

To add or update driver details in Container Chain, navigate to the left side panel, select **Users**, and click **+ADD USER**.



The screenshot shows the 'CONTAINERCHAIN' Admin interface. The left sidebar contains a menu with 'Users' highlighted. The main content area is titled 'Admin Users' and 'Role:'. It features a table of users with columns: Action, Email, First Name, Last Name, Rate Card, Roles, Groups, Is Acti..., and Status. A '+ADD USER' button is visible in the top right corner of the table area.

Action	Email	First Name	Last Name	Rate Card	Roles	Groups	Is Acti...	Status
	LotzK@poal.co.nz	Kathrin	lotz		Driver - Admin, Notification - Ad...		Yes	
	FinauN@poal.co.nz	Nia	finau		Driver - Admin, Notification - Ad...		Yes	
	KilleenT@poal.co.nz	Tony	killeen		Driver - Admin, Notification - Ad...		Yes	
	shuklap@poal.co.nz	PRAJNYA	SHULKA		Notification - Admin, Driver - Ad...		Yes	
	Gary.jayasuriya@containerchain...	GARY	JAYASURIYA		Driver - Admin, Notification - Ad...		Yes	
	prameet@poal.co.nz	prameet	Chattopadhyay		Driver - Admin, Notification - Ad...		Yes	
	driver1@poal	driver1	poal		Driver - Admin		Yes	

Fill in the user details (**Email, First Name, Last Name, Mobile Phone, Licence Number**). Under account details, select the role “**Driver-Admin**.”

If you are a company owner and the driver doing your own dispatching, choose “**Driver-Admin**” and “**Notification Admin**” under Roles

User Details

Email

Jane.Doe@test.co.nz

☐ Receive messages via email

Primary Acct.

POAL TRANSPORTER TEST (NZ0708E9)

Title

TRUCK DRIVER

First Name

JANE

Last Name

DOE

Date of Birth

Mobile Phone

64123412321

Licence No

HB - LEARNER

Licence Expiry

Preferred Language

☐ Locked

[Set Password](#)

Account Details

Office Phone

Position

Roles

Driver Only

☒ Active

ADD

INVITE

Please use email address supplied by Port of Auckland (POAL)

Ensure you as owner truck driver, have consent to work with POAL



## Set Default Password

Press on the **Set Password** button on the bottom of the form.

[← Back to Users](#)

User Details

User Details

Email

John.Doe@testmail.co.nz

☐ Receive messages via email

Primary Acct.

POAL TRANSPORTER TEST (NZ0708E9)

Title

First Name


JOHN

Last Name

DOE

Date of Birth

01/01/1990



Mobile Phone


0212345678

Licence No

HC-LEARNER101


Licence Expiry

10/02/2027



Preferred Language

English



☐ Locked

**Set Password**



Account Details

Office Phone

Position

TRUCK DRIVER

Roles

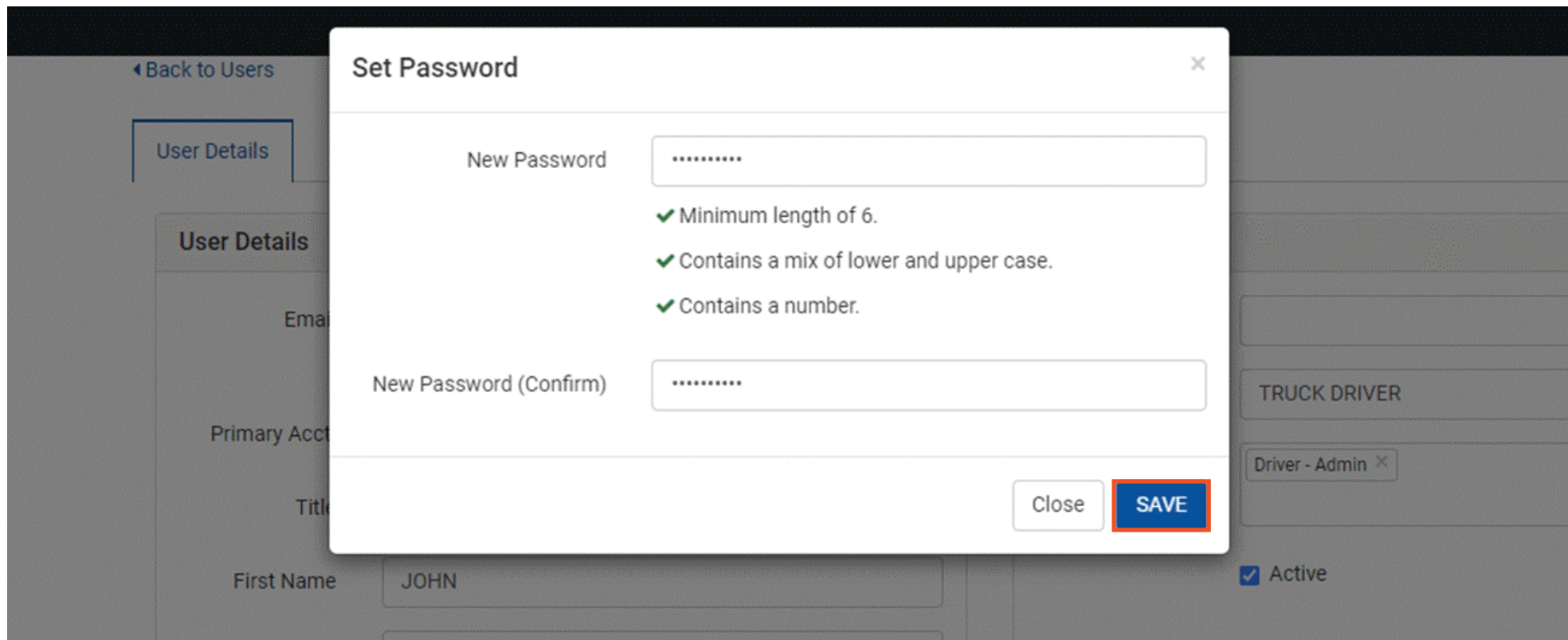
Driver - Admin  Notification - Admin 

☒ Active

ADD

INVITE

After filling in and confirming the nominated password, click **SAVE**.



The screenshot shows a 'Set Password' modal window overlaid on a 'User Details' form. The modal has a title bar with a close button (X). Inside, there are two password input fields: 'New Password' and 'New Password (Confirm)', both containing masked text (dots). To the right of the 'New Password' field are three green checkmarks indicating password requirements: 'Minimum length of 6.', 'Contains a mix of lower and upper case.', and 'Contains a number.'. At the bottom right of the modal are two buttons: 'Close' and 'SAVE'. The 'SAVE' button is highlighted with a red border. In the background, the 'User Details' form is visible, showing fields for 'Email', 'Primary Account', 'Title', 'First Name' (with the value 'JOHN'), and a status 'Active' with a checked checkbox. Other visible text in the background includes 'Back to Users', 'User Details', 'TRUCK DRIVER', and 'Driver - Admin'.

Ensure all fields are correct, then click **ADD**.

[← Back to Users](#)

User Details

User Details

Email

John.Doe@testmail.co.nz

☐

Receive messages via email

Primary Acct.

POAL TRANSPORTER TEST (NZ0708E9)

Title

First Name

JOHN

Last Name

DOE

Date of Birth

01/01/1990

Mobile Phone

0212345678

Licence No

HC-LEARNER101

Licence Expiry

10/02/2027

Preferred Language

English

☐ Locked

[Set Password](#) ✓

Account Details

Office Phone

Position

TRUCK DRIVER

Roles

Driver - Admin ✕

☒ Active

ADD

INVITE

## Verify the User

To verify if the user has been created, use the **search bar** located in the top right corner of the header to search for the user's name. If the user is found, they have been successfully created.

Role:

+ ADD USER

Drag a column header and drop it here to group by that column

Q John

Action	Email	First Name	Last Name	Rate Card	Roles	Groups	Is Acti...	Status
<div></div>	John.Doe@testmail.co.nz	John	Doe		Driver - Admin		Yes	

<<

<

1

>

>>

15

data items per page

Results are filtered. - [clear all filters](#)

1-1 of 1 items

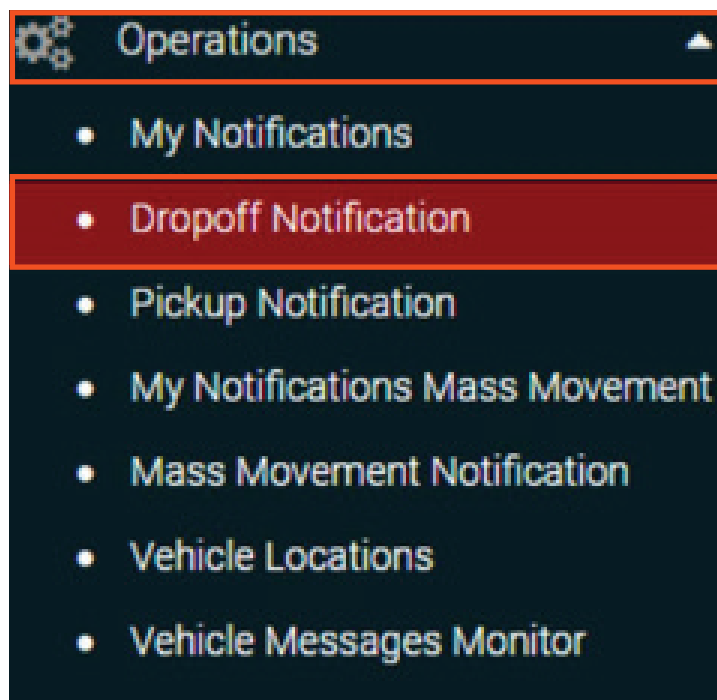


## Send Login and Password

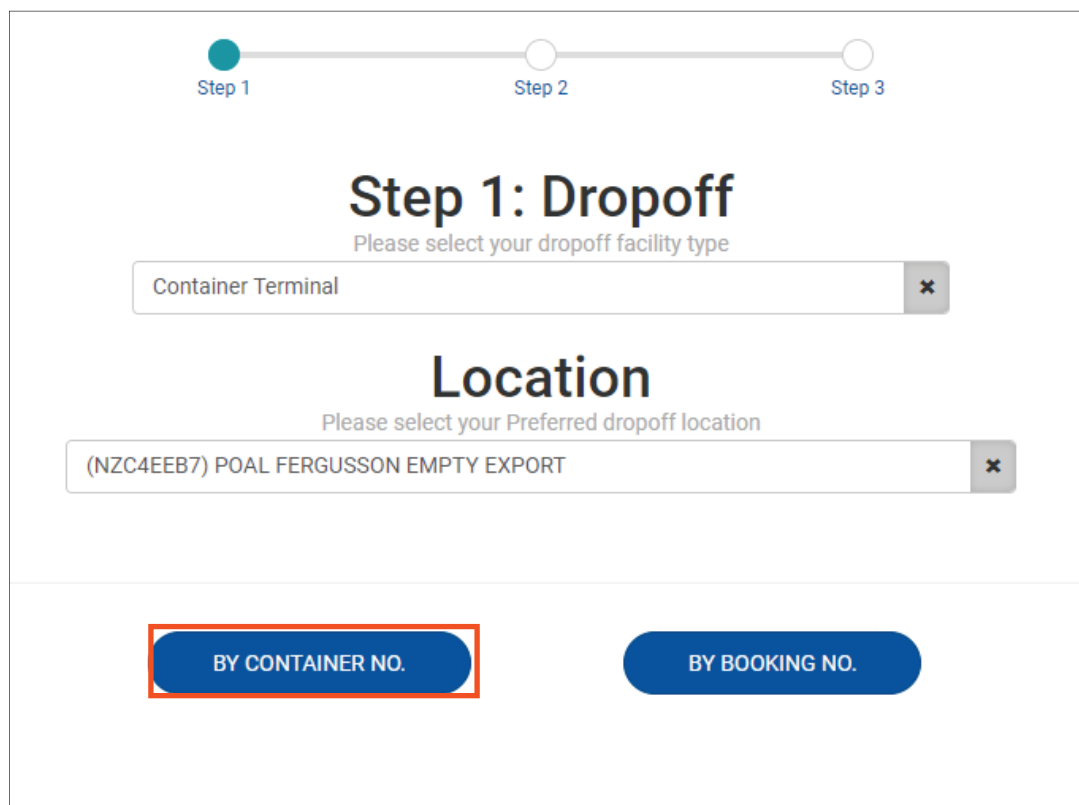
After creating the User, you can now use the login details for the Driver mobility App. If you are a Dispatcher, please send these details to the truck driver.

## Assigning a job to a Truck Driver

1. Log into Container Chain
2. In the menu on the right hand side, select **Operations > Drop Off Notification**



3. Select **Drop Off: Container Terminal** and **Location: Select drop-off location from drop down list** and click on **By Container No.**



Step 1 Step 2 Step 3

## Step 1: Dropoff

Please select your dropoff facility type

Container Terminal

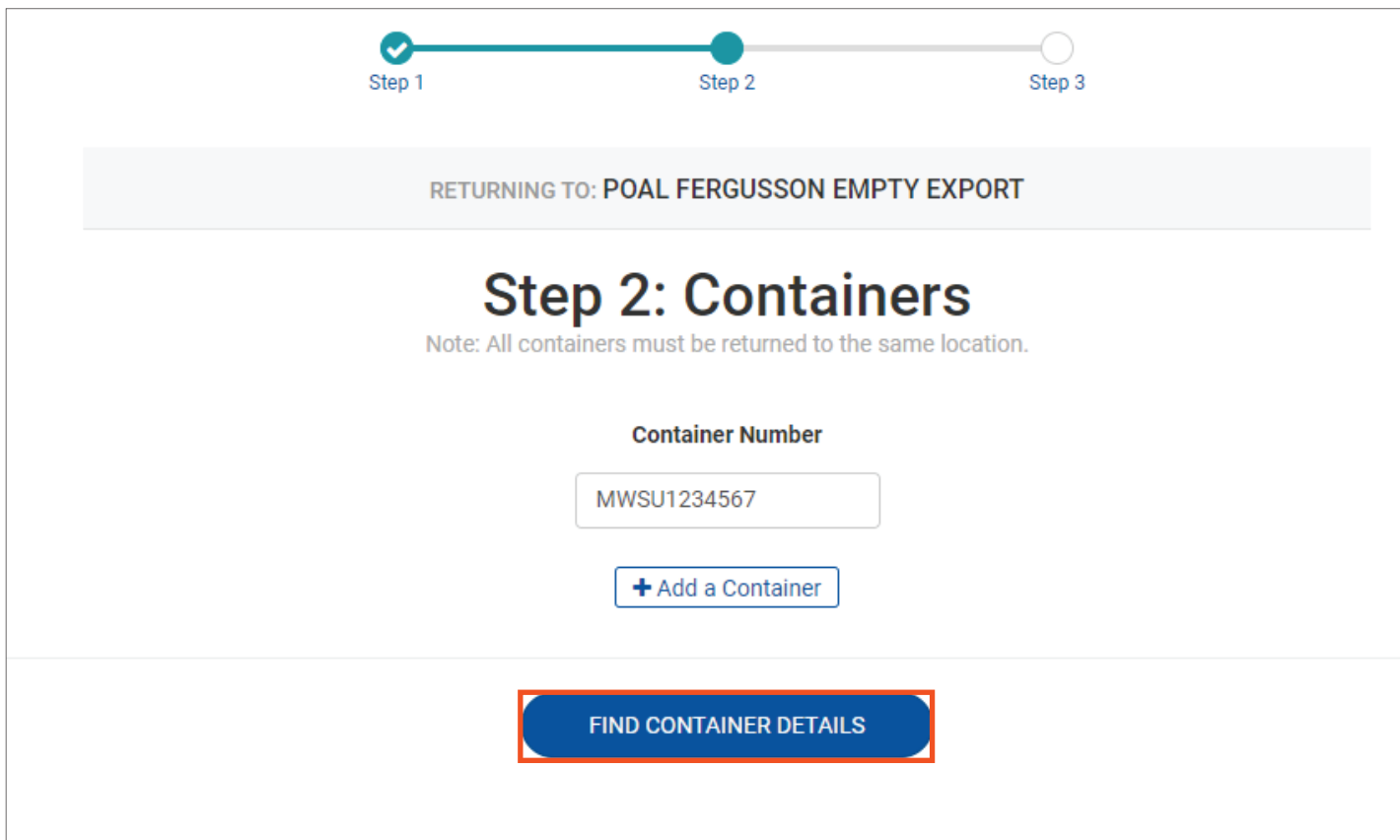
## Location

Please select your Preferred dropoff location

(NZC4EEB7) POAL FERGUSON EMPTY EXPORT

BY CONTAINER NO. BY BOOKING NO.

4. Enter the Container number and click **FIND CONTAINER DETAILS**



Step 1 Step 2 Step 3

RETURNING TO: POAL FERGUSSON EMPTY EXPORT

## Step 2: Containers

Note: All containers must be returned to the same location.

Container Number

MWSU1234567

+ Add a Container

**FIND CONTAINER DETAILS**

## Egate Dispatcher

Deliver check has moved from PortConnect to ContainerChain. If an import unit requires an ECN or Random number, then the dispatcher will be required to enter this at the time of creating the booking.



If a PIN number is required, enter the Deliver Check number (ECN or Random Number) into the PIN field.

Step 1

Step 2

Step 3

PICKUP FROM: POAL FERGUSON Container Terminal

## Step 2: Containers

Please confirm your containers and check for any errors.

<div>✕ TEMU3095134</div> <div>Shipping Line COS</div> <div>ISO 2210</div> <div>PIN <input type="text"/></div> <div>✓ External facility has pre-advised this container.</div>
<div>✕ SEGU1770113</div> <div>Shipping Line ANL</div> <div>ISO 2210</div> <div>PIN <input type="text"/></div> <div>✓ External facility has pre-advised this container.</div>
<div>✕ TCNU3832592</div> <div>Shipping Line OOL</div> <div>ISO 45G1</div> <div></div> <div>✓ External facility has pre-advised this container.</div>

CONTINUE TO NOTIFICATION

If no PIN number is required, press **Continue to Notification**.

Step 1

Step 2

Step 3

PICKUP FROM: POAL FERGUSON Container Terminal

## Step 2: Containers

Please confirm your containers and check for any errors.

<div><div>✕</div>TEMU3095134</div> <div><div>Shipping Line</div>COS<div>ISO</div>2210<div>PIN</div>798429210</div> <div><div>✓</div>External facility has pre-advised this container.</div>
<div><div>✕</div>SEGU1770113</div> <div><div>Shipping Line</div>ANL<div>ISO</div>2210<div>PIN</div>96402691</div> <div><div>✓</div>External facility has pre-advised this container.</div>
<div><div>✕</div>TCNU3832592</div> <div><div>Shipping Line</div>OOL<div>ISO</div>45G1</div> <div><div>✓</div>External facility has pre-advised this container.</div>

CONTINUE TO NOTIFICATION

If the PIN number is invalid/incorrect, please check the import paperwork for the correct number or contact.

Pickup Notification Step 2

Step 1

Step 2

Step 3

PICKUP FROM: POAL FERGUSSON Container Terminal

## Step 2: Containers


Please confirm your containers and check for any errors.

✖ Error! Invalid PIN entered. Please enter the correct PIN and try again.

<div> ✖ TEMU3095134 </div> <div> ✔ External facility has pre-advised this container. </div>		
Shipping Line COS	ISO 2210	PIN 234234
<div> ✖ SEGU1770113 </div> <div> ✔ External facility has pre-advised this container. </div>		
Shipping Line ANL	ISO 2210	PIN 234234
<div> ✖ TCNU3832592 </div> <div> ✔ External facility has pre-advised this container. </div>		
Shipping Line OOL	ISO 45G1	

CONTINUE TO NOTIFICATION

Successful delivery Check will proceed to next step 3. If driver names don't appear in the drop-down list, check that they've been assigned the correct **DRIVER** role on Page 4.



PICKUP FROM: POAL FERGUSSON Container Terminal

### Step 3: Pickup times

Select your preferred time of pickup, and assign it to each ISO code.

Please select your preferred time

Today  
open

WED  
open

THU  
open

FRI  
open

SAT  
open

14/01/2025

11:00	11:30	12:00	12:30	13:00	13:30	14:00	14:30	15:00	15:30	16:00	16:30	17:00	17:30	18:00	18:30	19:00
2	2	1	2	2	2	1	2	1	2	2	2	2	2	2	2	2
\$8.00	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00

#### CONTAINER DETAILS

ASSIGN TIME	<b>TEMU3095134</b> <small>2210</small>
ASSIGN TIME	<b>SEGU1770113</b> <small>2210</small>
ASSIGN TIME	<b>TCNU3832592</b> <small>45G1</small>

VEHICLE	DRIVER
Choose Vehicle	Choose Driver
Choose Vehicle	Choose Driver
Choose Vehicle	Choose Driver

CREATE NOTIFICATION



PORT OF  
**AUCKLAND**  
TĀMAKI HERENGA WAKA