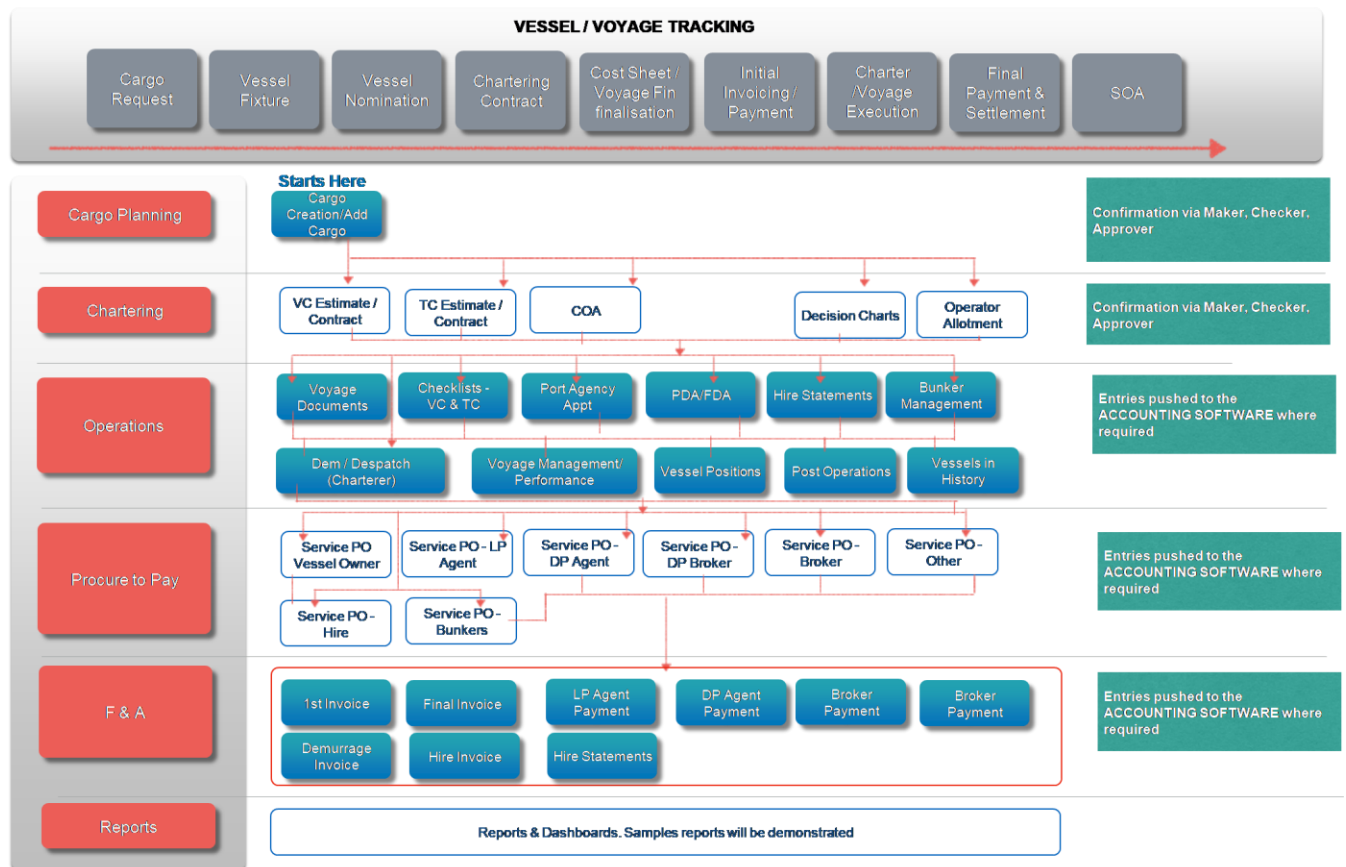


# **USER MANUAL: SEVEN OCEANS COMMERCIALS**

## **SEVEN OCEANS COMMERCIALS (SHIP OWNERS & OPERATORS)**

# USER MANUAL: SEVEN OCEANS COMMERCIALS

## Commercial Shipping Application - Shipowners'/Operators' Installation(Process Flow Diagram)



# USER MANUAL: SEVEN OCEANS COMMERCIALS

## Document History

Document Name	Author	Date	Document Version	What was changed / revised
Instructions_Shipping Software_VC_Finance & Accounts_18 Feb 2020 V1	Mrinal/Support	18 Feb 2020	V 1.0	ORIGINAL

# USER MANUAL: SEVEN OCEANS COMMERCIALS

Enter **URL**: <http://progress.sevenoceansgenesis.com> → Enter **Username** : dk ; **Password** : may@2020 → Click **"SIGN IN"** button.

Progress Shipping

Seven Oceans Commercials

dk

\*\*\*\*\*

Sign me in

Broker's Login

Agent's Login

Seven Oceans Commercials

Cloud & Enterprise

Click to login

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# USER MANUAL: SEVEN OCEANS COMMERCIALS

- 1) Click “GET IN” button of the **Seven Oceans Commercial – VC/TC Out** section



# USER MANUAL: SEVEN OCEANS COMMERCIALS

## 2) Get In→ View Dashboard

View by TC/VC or COA Business

Dashboard ( 28 May 2020 12:58:51 PM ) Home > Dashboard

TC Business VC Business COAs

Business Type: Dry Cargo

From Date: To Date: Load

Chartering Dashboard - TC Management ( P/L - USD '000 )

Search: Show 10 entries

TC No. Vessels Fixture Interim Completion

NewYork_007	STH NEW YORK(20-004)	3482.71	3508.21	
TC KURE 001-2019	STH KURE(19-008)	418.69	417.69	
TC London - 2	STH LONDON(20-007)	843.03		
TC LONDON 001-2018	STH LONDON(19-021)	1634.61	1715.14	
TC SYDNEY 002-2019	STH SYDNEY(19-022)	882.83		
TC SYDNEY 002-2019 V2	STH SYDNEY(19-020)	904.05	926.57	

Showing 1 to 6 of 6 entries Previous 1 Next

USD '000

Search by From/To Date

STH NEW YORK(20-004) STH LONDON(20-007) STH KURE(19-008) STH SYDNEY(19-020) STH LONDON(19-021) STH SYDNEY(19-022)

Fixture Interim Completion

OUTSTANDING HIRE INVOICES

TC No.	Vessels	Customer	Amount (USD)
NewYork_007	STH NEW YORK(20-004)	BALTIC MARINE SERVICE LTD(PA0014)	19600.00
TC KURE 001-2019	STH KURE(19-008)	OLDENDORFF GMBH(CH0025)	292500.00
TC SYDNEY 002-2019 V2	STH SYDNEY(19-020)	LOUIS DREYFUS COMPANY(CH0027)	133500.00
TC LONDON 001-2018	STH LONDON(19-021)	OLDENDORFF GMBH(CH0025)	196562.50
TC LONDON 001-2018	STH LONDON(19-021)	OLDENDORFF GMBH(CH0025)	196562.50
TC LONDON 001-2018	STH LONDON(19-021)	OLDENDORFF GMBH(CH0025)	196562.50
TC LONDON 001-2018	STH LONDON(19-021)	OLDENDORFF GMBH(CH0025)	196562.50
TC LONDON 001-2018	STH LONDON(19-021)	OLDENDORFF GMBH(CH0025)	196562.50
TC LONDON 001-2018	STH LONDON(19-021)	OLDENDORFF GMBH(CH0025)	201512.50
TC LONDON 001-2018	STH LONDON(19-021)	OLDENDORFF GMBH(CH0025)	196562.50
Total			1826487.50

OUTSTANDING OTHER INVOICES

TC No.	Vessels	Other Invoice Type	Amount (USD)
TC KURE 001-2019	STH KURE(19-008)	Charterer (ARMED GUARDS)	15000.00
Total			15000.00

A Seven Oceans Holdings production

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# **USER MANUAL: SEVEN OCEANS COMMERCIALS**

## **VOYAGE CHARTERS**

# USER MANUAL: SEVEN OCEANS COMMERCIALS

3) Navigate→ In Ops at a Glance VC→Following screen appears, click on “view” link under **Payment/Invoice** header.

The screenshot shows the 'In Ops at a glance - VC' screen. The sidebar on the left contains the following menu items: Dashboard, Email, Fleet, Masters, Cargo Tonnage Book, VC Estimates, TC Estimates, Decision Chart VC, Decision Chart TC, and Ops - VC. Under 'Ops - VC', there are three sub-items: Finalised Voyage Fixtures VC, In Ops at a glance VC (highlighted with a red box), and Vessels in Post Ops VC. The main area displays a table titled 'In Ops at a glance - VC' with columns: FVF/Voyage Docs, Nom ID, Business Type, Material Name, Vessel, CP Date, Fixture Date/(Voyage No.), Check List, Voyage Financials, PDA Request, Appoint Agent, SOF, Laytime, Payment / Invoice, and Deactivation. The table contains three rows of data. The first row shows a voyage with 'Post Fixture 1' and a 'View' link under 'Payment / Invoice'. The second row shows a voyage with 'Ops' and a 'View' link under 'Payment / Invoice'. The third row shows a voyage with 'Ops 1 - Leif B' and a 'View' link under 'Payment / Invoice'. A red callout box points to the 'View' link in the first row, and another red callout box points to the 'In Ops at a glance VC' link in the sidebar.

FVF/Voyage Docs	Nom ID	Business Type	Material Name	Vessel	CP Date	Fixture Date/(Voyage No.)	Check List	Voyage Financials	PDA Request	Appoint Agent	SOF	Laytime	Payment / Invoice	Deactivation
FVF   Docs	20-010	Dry Cargo	Wheat	LOWLANDS HOPE/ Bulk Carrier - Supramax	01-01-2020	01-12-2019/LH 024	VC Out Check List	Post Fixture 1 A	Generate Port Related Letters	PDA/FDA	SOF	Calculations	View	Compa
FVF   Docs	20-009	Dry Cargo	Soyabean Meal	COSMOS DYNASTY/	01-02-2020	06-04-2020/002	VC Out	Ops A	Generate Port Related Letters	PDA/FDA	SOF	Calculations	View	Compa
FVF   Docs	20-006	Dry Cargo	Coal - Indonesia	COSMOS DESTINY/ Bulk Carrier - Panamax	01-02-2020	30-01-2020/12345	VC Out Check List	Ops 1 - Leif B A	Generate Port Related Letters	PDA/FDA	SOF	Calculations	View	Compa

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# USER MANUAL: SEVEN OCEANS COMMERCIALS

Following screen appears as shown below to create (Freight, Bunker, Operational Costs, Port Costs, Demurrage/Dispatch) **Invoices**/**Payments** and **Hire Statement**.

Ops VC ( 2 Jun 2020 11:38:33 AM ) Home > Ops VC > In Ops at a glance

Back

Payment / Invoice Grid : LOWLANDS HOPE

Freight Details	
Name	Vendor
Final Nett Freight	AIRBUS(CH0001)
	<a href="#">Invoice</a>

Bunkers Nett Supply	
Name	Vendor
HSFO Nett	SHELL INTERNATIONAL EASTERN TRADING COMPANY(CH0014)
	<a href="#">Payment</a>
HSMGO Nett	SHELL INTERNATIONAL EASTERN TRADING COMPANY(CH0014)
	<a href="#">Payment</a>

Operational Costs (Others)	
Name	Vendor
Brokerage Commission (%)	
ILOHC	AOT TRADING AG(CH0002)
	<a href="#">Payment</a>
Insurance	AOT TRADING AG(CH0002)
	<a href="#">Payment</a>

Port Costs	
Name	Vendor
Load Port Rotterdam(Netherlands)	
Discharge Port Halifax(Canada)	
Transit Port Halifax(Canada)	
Load Port Halifax(Canada)	GAC(PA0002)
	<a href="#">Payment</a>
Discharge Port Rotterdam(Netherlands)	GAC(PA0002)
	<a href="#">Payment</a>
Transit Port Rotterdam(Netherlands)	

Demurrage Dispatch Ship Owner	
Name	Vendor
Load Port Halifax(Canada)	AIRBUS(CH0001)
	<a href="#">Invoice</a>
Discharge Port Rotterdam(Netherlands)	AIRBUS(CH0001)
	<a href="#">Invoice</a>

Other Income	
Name	
Hireage	
Name	Vendor
Hire	A. MATEOS & SONS SPAIN S.L.(PA0005)
	<a href="#">Hire Statement</a>

Click on Invoice

Click on Payment

Click on Invoice

Click on Hire Statement

A Seven Oceans Holdings production

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# USER MANUAL: SEVEN OCEANS COMMERCIALS

4) **Navigate→ Freight Invoice→** Following screen appears as the user clicks on **Invoice** link. Create interim/final invoice and **submit/submit to close**.

Ops VC (2 Jun 2020 12:29:37 PM)

Freight Invoice Creation

**Select company from drop down**

**Click to generate PDF**

**Select Invoice Type**

**Enter required fields and select banking details from drop down**

**Click to save as draft**

**Click to create next/final invoice**

Freight Details  
Fixture Ref.: LH 024  
Vessel: LOWLANDS HOPE  
CP Date: 01-01-2020  
Port of Loading: Halifax(Canada)  
Port of Discharging: Rotterdam(Netherlands)

Invoicing Company :  
PROGRESS COMMERCIAL MANAGEMENT LLC ( SO0012 )

To :  
AIRBUS(CH0001)  
1 Rond Point Maurice Bellonte 31707 Blagnac, France, 31707

Invoice Type :  
Interim

Attn :  
David

Invoice Number :  
001

Invoice Date :  
02-02-2020

Due Date :  
20-02-2020

Exchange Rate :  
1

Exchange Date :  
02-02-2020

Exchange To Currency :  
United States Dollar (USD)

Payment Terms :  
As per CP

Description :  
As per CP

Banking Details :  
PROGRESS SHIPPING - OCBC

Address  
9 Temasek Boulevard, 31F Shatec Tower 2,  
Singapore 038989

Beneficiary A/C No.  
654533324

Beneficiary Bank  
OCBC

Beneficiary Bank Address  
1 Chulia Street, Singapore

Beneficiary Bank Swift Code  
OCBCDDDD

IBAN No.  
NA

FED ABA

CORRESPONDENT DETAILS

Correspondent Bank Name  
CHASE MANHATTAN

Correspondent Bank Address  
3000 Avenues of Americas, NY,USA

Account Number  
NA

Swift Code  
CHASE

Gross Freight(USD) :  
935000

% There Off :  
90.00

Balance  
841500.00

Other Add  
0.00

Other Less  
0.00

Amount Payable  
841500.00

Submit to edit Submit & Close

Fixture Ref.	Vessel	Invoice Type	Invoice No.	Charterer	Amount	Generate Invoice PDF	Payment Received

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prior written consent.

# USER MANUAL: SEVEN OCEANS COMMERCIALS

Following screen appears as the user clicks on **submit to close** button to create **final invoice**.

Seven Oceans' Commercials

David Kopperfield

Ops VC (2 Jun 2020 12:49:12 PM)

Home > Ops VC > In Ops at a glance

Back

FREIGHT INVOICE CREATION

Invoicing Company :  
PROGRESS INTERSHIPPING ( SO0006 )

To :  
AIRBUS(CH0001)  
1 Rond Point Maurice Bellonte 31707 Blaganc, France, 31707

Freight Details  
Fixture Ref.: LH 024  
Vessel: LOWLANDS HOPE  
CP Date: 01-01-2020  
Port of Loading: Halifax(Canada)  
Port of Discharging: Rotterdam(Netherlands)

Invoice Type :  
Credit Note

Attn :  
---

Invoice Number :  
---

Invoice Date :  
---

Due Date :  
dd-mm-yyyy

Exchange Rate :  
Exchange Rate

Exchange Date :  
dd-mm-yyyy

Exchange To Currency :  
---

Payment Terms :  
Payment Terms

Description :  
Description

Banking Details :  
---

Gross Freight(USD) :  
935000

Interim(001)  
841500.00

Final(002)  
93500.00

% There Off :  
0

Balance

Other Add

Add

Other Less

Brokerage (%)  
0.00

Less Addcom  
0.00 0.00

Add

Amount Payable  
0.00

Click on drop down to create Debit/Credit Note

Click to Save

Click to generate PDF

Submit to edit Submit & Close

Fixture Ref.	Vessel	Invoice Type	Invoice No.	Charterer	Amount	Generate Invoice PDF	Payment Received
LH 024	LOWLANDS HOPE	Interim	001	AIRBUS(CH0001)	841500.00	Generate PDF	Payment Received
LH 024	LOWLANDS HOPE	Final	002	AIRBUS(CH0001)	93500.00	Generate PDF	Payment Received

Click for Payment Received

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# USER MANUAL: SEVEN OCEANS COMMERCIALS

Generate **PDF** link will appear as shown below.

## PROGRESS COMMERCIAL MANAGEMENT LLC

Invoice No.	002	Contract Ref.	CP Date 01-01-2020
Invoice Date	04-02-2020	Due Date	28-02-2020
Vessel	LOWLANDS HOPE	Invoice Type	Freight
Port of Loading	Halifax(Canada)	Port of Discharging	Rotterdam(Netherlands)

Invoice To:	Invoice From:
AIRBUS(CH0001) 1 Rond Point Maurice Bellonte 31707, Blagnac, France, 31707	PROGRESS COMMERCIAL MANAGEMENT LLC(S00012) One Canterbury Green 201 Broad Street, Suite 401

Payment Terms: As Per CP	
Description	Amount(USD)
As Per CP	93,500.00
Additional:	(+) 0.00
Less:	(-) 0.00
Total Amount Invoiced	93,500.00
Total amount in words:	
US DOLLARS NINETY-THREE THOUSAND, FIVE HUNDRED AND ZERO CENTS ONLY	
Total amount in words:	
US DOLLARS NINETY-THREE THOUSAND, FIVE HUNDRED AND ZERO CENTS ONLY	

Remit To:	
Beneficiary	PROGRESS COMMERCIAL MANAGEMENT LLC BENEFICIARY NAME: PROGRESS SHIPPING BENEFICIARY BANK: OCB ADDRESS: 9 Temasek Boulevard, 31F Suntec Tower 2, Singapore 038989 ACCOUNT NUMBER: 654533324 SWIFT CODE: OCBCCCC IBAN No.: NA

*\* This is a system generated invoice and no signatures are required*

# USER MANUAL: SEVEN OCEANS COMMERCIALS

Following screen appears as user clicks on **Payment Received** link of invoice.

Banking Details :

Amount: 93500.00 Date: 03-03-2020

Remarks: Payment Received

Payment Received: 93500

Attachments: Attachment

Click to attach documents

Click to Save

Submit

Submit to edit Submit & Close

Fixture Ref.	Vessel	Invoice Type	Invoice No.	Charterer	Amount	Generate Invoice PDF	Payment Received
LH 024	LOWLANDS HOPE	Interim	001	AIRBUS(CH0001)	841500.00	Generate PDF   X	Payment Received
LH 024	LOWLANDS HOPE	Final	002	AIRBUS(CH0001)	93500.00	Generate PDF   X	Payment Received

# USER MANUAL: SEVEN OCEANS COMMERCIALS

5) Navigate → Demurrage Invoice → Click on **Invoice** link as shown below.

Demurrage Dispatch Ship Owner	
Name	Vendor
Load Port Halifax(Canada)	AIRBUS(CH0001)
Discharge Port Rotterdam(Netherlands)	AIRBUS(CH0001)

Click on Invoice

Invoice

Invoice

Following screen appears as shown below. Enter all details and create demurrage invoice.

Ops VC (2 Jun 2020 1:48:12 PM)

Click to generate PDF

Generate PDF Back

DEMURRAGE/DISPATCH INVOICE FOR LOAD PORT HALIFAX(CANADA)

Invoicing Company : PROGRESS COMMERCIAL MANAGEMENT LLC (SO0012)

To : AIRBUS(CH0001)  
1 Rond Point Maurice Bellonte 31707 Blaganc, France, 31707

Freight Details  
Fixture Ref: LH 024  
Vessel: LOWLANDS HOPE  
CP Date: 01-01-2020  
Port of Loading: Halifax(Canada)  
Port of Discharging: Rotterdam(Netherlands)

Invoice Type : Final

Attn : Jacob

Invoice Number : 001

Invoice Date : 06-02-2020

Due Date : 20-02-2020

Exchange Rate : 1

Exchange Date : 06-02-2020

Exchange To Currency : United States Dollar (USD)

Payment Terms : As Per CP

Description : As Per CP

Banking Details : PROGRESS SHIPPING - OCBC

Address : 9 Temasek Boulevard, 31F Suntec Tower 2, Singapore 038989

Beneficiary A/C No. : 654533324

Beneficiary Bank : OCBC

Beneficiary Bank Address : 1 Chulia Street, Singapore

Beneficiary Bank Swift Code : OCBDDDD

IBAN No. : NA

FED ABA

CORRESPONDENT DETAILS

Correspondent Bank Name : CHASE MANHATTAN

Correspondent Bank Address : 3000 Avenues of Americas, NY,USA

Account Number : NA

Swift Code : CHASE

Receive Payment : Payment Received

Delete : X Delete

Load Port Halifax(Canada)(USD) : 20437.50

Other Add

Description... 0.00

Add

Other Less

Description... 0.00

Add

Amount Payable : 20437.50

Enter all prior details

Click to Submit and close

Click for Payment Received

Click to save as draft

Submit to edit Submit & Close

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# USER MANUAL: SEVEN OCEANS COMMERCIALS

6) Navigate→ Port Cost Payment→ Click on **Payment** link as shown below.

Port Costs

Name	Vendor
Load Port Rotterdam(Netherlands)	
Discharge Port Halifax(Canada)	
Transit Port Halifax(Canada)	
Load Port Halifax(Canada)	GAC(PA0002)
Discharge Port Rotterdam(Netherlands)	GAC(PA0002)
Transit Port Rotterdam(Netherlands)	

Click on Payment

Payment

Payment

Following screen appears as shown below click on **ADD** link as shown below.

Ops VC (2 Jun 2020 3:22:52 PM)

Home > Ops VC > In Ops at a glance

Click to Add New

Add Back

Nom ID	Vessel	Cost Type	Cost Desc.	Account Type	Payment No.	Date	Vendor	Pdf	Paid Payment	Details	Cancelled
SORRY CURRENTLY THERE ARE ZERO(0) RECORDS											

# USER MANUAL: SEVEN OCEANS COMMERCIALS

Following screen appears. Create payment for LP and DP respectively and click on submit to close.

Ops VC (2 Jun 2020 3:36:57 PM) Home > Ops VC > In Ops at a glance

Account Load Port Costs :

Account Type: Interim Payment No/Description: Hal/001 CP Date: 01-01-2020

Date: 10-02-2020 Nom ID: 20-010 Vessel: LOWLANDS HOPE

Vendor: GAC(PA0002) Remarks: Full Payment

Cost Type Desc.: Vendor Invoice Amount: 91250.00 Invoice Date: 10-02-2020

Account Load Port Costs : Details

Total Payable: 91250.00

Balance Outstanding: 91250.00

Add

#	Description	Amount
✖	Description...	0.00
Add	Total	0.00

Less

#	Description	Amount
✖	Description...	0.00
Add	Total	0.00

Account Load Port Costs : Net Payable

Net Payable: 91250.00

Account Load Port Costs : Requested To Pay/Recover

Following grid appears after clicking on submit link

Click to Save

Submit Submit & Close

Nom ID	Vessel	Cost Type	Cost Desc.	Account Type	Payment No.	Date	Vendor	Pdf	Paid Payment	Details	Cancelled
20-010	LOWLANDS HOPE	Load Port Costs		Interim	Hal/001	10-Feb-2020	GAC(PA0002)	Generate PDF			✖

Click to generate PDF

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# USER MANUAL: SEVEN OCEANS COMMERCIALS

7) Navigate → Hire Statement → Click on Hire statement link as shown below.

Hireage	
Name	Vendor
Hire	A. MATEOS & SONS SPAIN S.L(PA0005)
<a href="#">Hire Statement</a>	

Following screen appears as shown below, create Hire statement and **submit to close**.

Seven Oceans' Commercial

12 10 0 David Kopperfield

Ops VC (2 Jun 2020 4:14:43 PM) Home > Ops VC > In Ops at a glance

Generate PDF Back

HIRE STATEMENT CREATION

Creating Company :  
PROGRESS SHIPPING ( SO0011 )

To :  
A. MATEOS & SONS SPAIN S.L(PA0005)  
Paseo del Revellin no1, Entreplanta, Oficina 10  
51001 Ceuta SPAIN  
http://www.mateosandsons.com Ceuta  
Weather Forecast: www.windguru.cz/153768  
Ceuta Spain 51001

Hire Details :  
Nom ID :- 20-010  
Vessel :- LOWLANDS HOPE  
CP Date :- 01-01-2020  
Loading Port :- Halifax(Canada)  
Discharging Port :- Rotterdam(Netherlands)

Statement Type :  
Final

Hire Statement Number :  
001

Hire Statement Date :  
10-02-2020

Exchange Rate :  
1.00000

Exchange Date :  
10-02-2020

Exchange To Currency :  
United States Dollar (USD)

Payment Terms :  
As per CP

Description :  
As per CP

Total Voyage Days(Sea & Port):  
30.300

Daily Time Charter(USD/Day) :  
5000.00

Hire From :  
10-02-2020 00:00

Hire To :  
11-02-2020 00:00

Hire Days for Invoice :  
1.0000

Total Hire for this Invoice :  
5000.00

Other Add

CVE(USD)

0.00

0.00

Description...

0.00

Add

Other Less

Address Commission(%)

0.00

0.00

Broker Commission(%)

0.00

0.00

Description...

0.00

Add

☐ Off-hire(USD)

☐ Delivery Bunkers

☐ Re-Delivery Bunkers

Balance (USD)  
5000.00

Submit to Edit Submit to Close

Sorry , currently zero(0) records added.


Click to Save

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# USER MANUAL: SEVEN OCEANS COMMERCIALS

Following grid appears, click on generate **PDF** link as shown below.

#	Hire Statement Date	Hire Statement No.	Hire Days	Amount	Generate PDF	Payment Actioned	Delete
1.	10-Feb-2020	001	1.00000	5000.00	 Generate PDF	Payment Actioned	✖

**Click to Generate PDF**

**Click on Payment Actioned**

## PROGRESS SHIPPING

Statement No.	001	Contract Ref.	CP Date 01-01-2020
Statement Date	10-02-2020	Vessel	LOWLANDS HOPE
Delivery	Halifax(Canada)	Redelivery	Rotterdam(Netherlands)
Voyage Number	LH 024		

Owners:	Charterers:
A. MATEOS & SONS SPAIN S.L(PA0005) Paseo del Revellin no1, Entreplanta, Oficina 10 51001 Ceuta SPAIN	PROGRESS SHIPPING(SO0011) 9 Temasek Boulevard, 31F Suntec Tower 2, Singapore 038989

Payment Terms:	
As per CP	
Description	Amount(USD)
Period 10-02-2020 00:00 - 11-02-2020 00:00, Total 1.00000 Days Hire for 1.00000 days at USD 5000.00 per day As per CP	5,000.00
Additional:	
Less:	
Balance	5,000.00

Amount in Words:
US DOLLARS FIVE THOUSAND AND ZERO CENTS ONLY
Banking Details:

*\* This is a system generated invoice and no signatures are required*

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# USER MANUAL: SEVEN OCEANS COMMERCIALS

Following grid appears as shown below. When **Freight invoice** and **Hire statement** is created the status appears as **Payment not Received** and **Payment not Paid**, until the payment is received or paid the status change accordingly.

Seven Oceans' Commercials

10 0 0 David Kopperfield

Ops VC ( 2 Jun 2020 4:50:35 PM ) Home > Ops VC > In Ops at a glance VC

In Ops at a glance - VC

Dry Cargo 2020

100 records per page Search:

FVF/ Voyage Docs	Nom ID	Business Type	Material Name	Vessel	CP Date	Fixture Date/ (Voyage No.)	Check List	Voyage Financials	PDA Request	Appoint Agent	SOF	Laytime	Payment / Invoice	Deactivate / Alerts	Re - Del	Complete
<a href="#">FVF</a> <a href="#">Docs</a>	20-010	Dry Cargo	Wheat	LOWLANDS HOPE/ Bulk Carrier - Supramax	01-01- 2020	01-12- 2019/LH 024	VC Out  Check List	Post Fixture 1  A	Generate Port Related Letters	PDA/FDA	SOF	Calculations	View  P & I Club Declaration	<div>✖ Compare Sheets Payment not Received Payment not Paid</div>		Post Ops
<a href="#">FVF</a> <a href="#">Docs</a>	20-009	Dry Cargo	Soyabean Meal	COSMOS DYNASTY/ Bulk Carrier - Panamax	01-02- 2020	06-04- 2020/002	VC Out  Check List	Ops  A	Generate Port Related Letters	PDA/FDA	SOF	Calculations	View  P & I Club Declaration	<div>✖ Compare Sheets</div>		Post Ops

# **USER MANUAL: SEVEN OCEANS COMMERCIALS**

## **TIME CHARTERS**

# USER MANUAL: SEVEN OCEANS COMMERCIALS

8) Navigate→ **Payment/Invoices**→ Click on **View** link as shown below.

In Ops at a glance - TC

100 records per page

2020

Search:

Final TC Est/Docs	Nom ID/TC No.	Business Type	Vessel	CP Date	Port Del/Port Re-Del	Checklist	TC days/ Fixture Note	TC Financials	Agency Letters	Payment/Invoices	De-activate/Compare	Re-Del Date	Change TC Status
TC Docs	20-008 LON 003	Dry Cargo	STH LONDON/ Bulk Carrier - Panamax	01-09- 2019	New York/Far East	Check List	367.0000 Fixture Note	Post Fixture 1 A	Generate Agency Letter	<a href="#">View</a>	<a href="#">Compare</a>	02-09- 2020	<a href="#">Post Ops</a>
TC Docs	20-004 NewYork_007	Dry Cargo	STH NEW YORK/ Bulk Carrier - Panamax	20-04- 2020	West Africa/NA	Check List	365.0000 Fixture Note	Post Fixture 1 Post Fixture 2 A	Generate Agency Letter	<a href="#">View</a>	<a href="#">Compare</a>	20-04- 2021	<a href="#">Post Ops</a>

Following screen appears as the user clicks on **View** link.

Seven Oceans' Commercials

10 0 David Kopperfield

Ops TC (4 Jun 2020 1:36:30 PM)

Home > Ops TC > In Ops at a glance - TC

Back

Payment / Invoice Grid : STH LONDON

Trip/Period 1 (01-09-2019 00:00 To 02-09-2020 00:00)

Name	Description	Vendor		
Nett Hire	Hire Invoice	BALTIC MARINE SERVICE LTD(PA0014)	<a href="#">Hire Invoice</a>	<a href="#">Click to create Hire Invoice</a>
Address Commission	Add Comm(3.75%)			
Broker's Commission	Broker's Comm(1.25%)			
Other Income	Ballast Bonus	BALTIC MARINE SERVICE LTD(PA0014)	<a href="#">Invoice</a>	<a href="#">Payment Advice</a>
Other Income	Extra Cleaning	BALTIC MARINE SERVICE LTD(PA0014)	<a href="#">Invoice</a>	<a href="#">Payment Advice</a>
Other Expense		DEMINAS CADIZ, S.A(PA0007)	<a href="#">Invoice</a>	<a href="#">Payment Advice</a>
Nett Hireage		DEMINAS CADIZ, S.A(PA0007)		<a href="#">Hire Statement</a>

[Click to create Hire Statement](#)

[Click to create Payment Advice](#)

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# USER MANUAL: SEVEN OCEANS COMMERCIALS

9) **Navigate** → **Hire Invoice** → Following screen appears, create interim/final Hire Invoice and click on **submit to close** link. As per this all other invoices can be created.

:: Seven Oceans' Commercials ::

16
0
0
David Kopperfield

Ops TC
(4 Jun 2020 1:48:34 PM)
Home > Ops TC > In Ops at a glance TC

Generate PDF
Back

### TC HIRE INVOICE CREATION

**Invoicing Company :**  

PROGRESS SHIPPING ( SO0011 )

**To :**  
BALTIC MARINE SERVICE LTD  
Siaures Pr. 11 2nd floor Klaipeda LT-92312  
LITHUANIA  
Smitrij Sinicyn  
Klaipeda LITHUANIA LT-92312

**Hire Details :**  
TC NO :- LON 003  
Vessel :- STH LONDON  
CP Date :- 01-09-2019  
DEL :- New York  
RE DEL :- Far East

**Invoice Type :** Final

**Attn :** David

**Invoice Number :** 001

**Invoice Date :** 15-02-2020

**Due Date :** 01-03-2020

**Exchange Rate :** 1.00000

**Exchange Date :** 15-02-2020

**Exchange To Currency :** United States Dollar (USD)

**Delivery Date :** 01-09-2019

**Re Delivery Date :** 02-09-2020

**Payment Terms :** As per CP

**Description :** As per CP

**Banking Details :** PROGRESS SHIPPING - OCBC

**Address** 9 Temasek Boulevard, 31F Suntec Tower 2, Singapore 038989

**Beneficiary A/C No.** 654533324

**Beneficiary Bank** OCBC

**Beneficiary Bank Address** I Chulia Street, Singapore

**Beneficiary Bank Swift Code** OCBDDDD

**IBAN No.** NA

**FED ABA**

**CORRESPONDENT DETAILS**

**Correspondent Bank Name** CHASE MANHATTAN

**Correspondent Bank Address** 3000 Avenues of Americas, NY,USA

**Account Number** NA

**Swift Code** CHASE

**Total TC Hire(USD):** 3137850.00

**Daily Hire(USD/Day):** 9000.00

**Hire From :** 15-02-2020 00:00

**Hire To :** 16-02-2020 00:00

**Hire Days for Invoice :** 1.0000

**Total Hire for this Invoice :** 9000.00

**Other Add**

**CVE(USD)** 0.00 0.00

**Description...** **Amount**

Add

**Other Less**

**Address Commission(%)** 0.00 0.00

**Broker Commission(%)** 0.00 0.00

**Description...** **Amount**

Add

☐ Off-hire(USD)

☒ **Delivery Bunkers**

**HSFO** 1000.00(MT) 500.00(USD) 500000.00

**HSMGO** 50.00(MT) 600.00(USD) 30000.00

☒ **Re-Delivery Bunkers**

**HSFO** 1000.00(MT) 500.00(USD) 500000.00

**HSMGO** 50.00(MT) 600.00(USD) 30000.00

**Final Amount (USD) to invoice** 9000.00

**Submit to Edit** **Submit to Close**

#	Invoice Date	Due Date	Invoice No.	Hire Days	Invoice Amount	Generate PDF	Payment Received	Edit/Cancel
1.	15-Feb-2020	01-Mar-2020	001	1.00	9000.00	Generate PDF	Payment Received	

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# USER MANUAL: SEVEN OCEANS COMMERCIALS

Following screen appears to view **PDF** for Hire Invoice.

## PROGRESS SHIPPING

Invoice No.	001	Contract Ref.	CP Date 01-09-2019
Invoice Date	15-02-2020	Due Date	01-03-2020
Vessel	STH LONDON	Invoice Type	Hire
Place	Singapore		

Invoice To:	Invoice From:
BALTIC MARINE SERVICE LTD Siaures Pr. 11 2nd floor Klaipeda LT-92312 LITHUANIA Klaipeda, LITHUANIA LT-92312	PROGRESS SHIPPING 9 Temasek Boulevard, 31F Suntec Tower 2, Singapore 038989 Singapore, Singapore 038989

Payment Terms As per CP	
Description	Amount(USD)
Period 15-02-2020 00:00 - 16-02-2020 00:00, Total 1.00 Days TC Hire for 1.00 days at USD 9000.00 per day As per CP	9,000.00
Additional:	
Delivery Bunkers	
HSFO 1000.00(MT) 500.00	(+) 500,000.00
HSMGO 50.00(MT) 600.00	(+) 30,000.00
Less:	
Re-Delivery Bunkers	
HSFO 1000.00(MT) 500.00	(-) 500,000.00
HSMGO 50.00(MT) 600.00	(-) 30,000.00
Total Amount Invoiced	9,000.00

Total amount in words:
US DOLLARS NINE THOUSAND AND ZERO CENTS ONLY

Remit To:	
Beneficiary	PROGRESS SHIPPING BENEFICIARY NAME: PROGRESS SHIPPING BENEFICIARY BANK: OCBC ADDRESS: 1 Chulia Street, Singapore ACCOUNT NUMBER: 654533324 SWIFT CODE: OCBCDDDD IBAN No.: NA

\* This is a system generated invoice and no signatures are required

# USER MANUAL: SEVEN OCEANS COMMERCIALS

10) Navigate→ Hire Statement→Click on **Hire Statement** link as shown below.

Payment / Invoice Grid : STH LONDON				
Trip/Period 1 (01-09-2019 00:00 To 02-09-2020 00:00)				
Name	Decription	Vendor		
Nett Hire	Hire Invoice	BALTIC MARINE SERVICE LTD(PA0014)	Hire Invoice	
Address Commission	Add Comm(3.75%)			
Broker's Commission	Broker's Comm(1.25%)			
Other Income	Ballast Bonus	BALTIC MARINE SERVICE LTD(PA0014)	Invoice	Payment Advice
Other Income	Extra Cleaning	BALTIC MARINE SERVICE LTD(PA0014)	Invoice	Payment Advice
Other Expense	Shipowner (Armed Gds)	A.M CONDEMINAS CADIZ, S.A(PA0007)	Invoice	Payment Advice
Nett Hireage	Hireage Invoice	A.M CONDEMINAS CADIZ, S.A(PA0007)		Hire Statement

Click on Hire Statement



# USER MANUAL: SEVEN OCEANS COMMERCIALS

Following screen appears as below enter all the prior details and click on **submit to close** link.

Seven Oceans' Commercials

David Kopperfield

Ops TC (4 Jun 2020 3:18:48 PM) Home > Ops TC > In Ops at a glance TC

Generate PDFBack

HIRE STATEMENT CREATION

Creating Company :  
PROGRESS ACQUISITION SA ( SO0009 )

To :  
A.M CONDEMINAS CADIZ, S.A  
Paseo de la Conferencia, 9 – 2º A 11207 –  
Algeciras SPAIN  
Jose Antonio Sierra Pizarro  
Algeciras Spain 11207

Hire Details :  
TC NO :- LON 003  
Vessel :- STH LONDON  
CP Date :- 01-09-2019  
DEL :- New York  
RE DEL :- Far East

Statement Type :  
Final

TC Days:  
367.0000

Hire Statement Number :  
001

Daily Time Charter(USD/Day) :  
5000.00

Hire Statement Date :  
20-02-2020

Hire From :  
20-02-2020 00:00

Exchange Rate :  
1.00000

Hire To :  
21-02-2020 00:00

Exchange Date :  
20-02-2020

Hire Days for Invoice :  
1.00000

Exchange To Currency :  
United States Dollar (USD)

Total Hire for this Invoice :  
5000.00

Delivery Date/Time :  
01-09-2019 00:00

Other Add

Re-Delivery Date/Time :  
02-09-2020 00:00

CVE(USD)  
0.000.00

Hire Statement Date :  
20-02-2020

Description...  
0.00

Payment Terms :  
As per CP

Add

Description :  
As per CP

Other Less

Address Commission(%)  
0.000.00

Broker Commission(%)  
0.000.00

Description...  
0.00

Add

☐ Off-hire(USD)

☐ Delivery Bunkers

5000.00

Submit to EditSubmit to Close

Generate PDF

Payment ActionedDelete

Generate PDF

Payment ActionedDelete

Generate PDF

Payment ActionedDelete

#	Hire Statement Date	Hire Statement No.	Hire Days	Amount	Generate PDF	Payment Actioned	Delete
#	Hire Statement Date	Hire Statement No.	Hire Days	Amount	Generate PDF	Payment Actioned	Delete
1.	20-Feb-2020	001	1.00000	5000.00	Generate PDF	Payment Actioned	×

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# USER MANUAL: SEVEN OCEANS COMMERCIALS

## COAs

# USER MANUAL: SEVEN OCEANS COMMERCIALS

**11) Navigate→ In Ops at a glance-COA→**Following screen appears click on **view** link under **payment/invoice** header as shown below.

Cargo Tonnage Book

VC Estimates

TC Estimates

Decision Chart VC

Decision Chart TC

Ops - VC

Ops - TC

COAs
 

» Running COAs
 » COA - Cargo Relet
 » **COA - In Ops**
 » COA - Post Ops

In Ops at a glance - COA

Dry Cargo

2019

100 records per page

Search:

FVF/ Voyage Docs	Nom ID	Business Type	Material Name	Vessel	CP Date	Fixture Date/ (Voyage No.)	Check List	Voyage Financials	PDA Request	Appoint Agent	SOF	Calculations	Payment / Invoice	Deactivate / Alerts	Ri
FVF Docs	20-002	Dry Cargo	ALUMINA	COSMOS DYNASTY/ Bulk Carrier - Panamax	26-11-2016	05-06-2020/Shipments	VC Out Check List	Post Fixture 1 A	Generate Port Related Letters	PDA/FDA	SOF	Laytime Bunkers	View	Compare Sheets	
Docs				Carrier - Handymax	11-11-19	12-12-2019/COA Voy 003	VC Out Check List	A	Generate Port Related Letters	PDA/FDA	SOF	Laytime Bunkers	View	Compare Sheets	

# USER MANUAL: SEVEN OCEANS COMMERCIALS

Following screen appears as shown below, click to create invoices and payments accordingly.

Ops COA (8 Jun 2020 12:44:57 PM) **Click to create Invoice/Payments and Hire Statement** ops COA > In Ops at a glance - COA

Payment / Invoice Grid : COSMOS DYNASTY

Back

Main Cargo Freight Details

Name	Vendor	
Final Nett Freight ()	BUNGE LTD(CH0028)	<b>Invoice</b>

Bunkers Nett Supply

Name	Vendor	
HSMDO Nett		
HSFO Nett		

Operational Costs (Others)

Name	Vendor	
Brokerage Commission (%)		
ILOHC	AUXIMAD VOHEMAR(PA0013)	<b>Payment</b>
Various	AUXIMAD VOHEMAR(PA0013)	<b>Payment</b>

Port Costs

Name	Vendor	
Load Port Singapore(Singapore)		
Discharge Port Bunbury(Australia)		
Transit Port Bunbury(Australia)		
Load Port Bunbury(Australia)	BALTIC MARINE SERVICE LTD(PA0014)	<b>Payment</b>
Discharge Port Cape of Good Hope(South Africa)		
Transit Port Cape of Good Hope(South Africa)		
Load Port Cape of Good Hope(South Africa)		
Discharge Port Las Palmas (ES)(Spain)		
Transit Port Las Palmas (ES)(Spain)		
Load Port Las Palmas (ES)(Spain)		
Discharge Port Reydarfjordur(Iceland)	BALTIC MARINE SERVICE LTD(PA0014)	<b>Payment</b>
Transit Port Reydarfjordur(Iceland)		

Demurrage Dispatch Ship Owner

Name	Vendor	
------	--------	--

Other Income

Name	Vendor	
------	--------	--

Hireage

Name	Vendor	
Hire	AIRBUS(CH0001)	<b>Hire Statement</b>

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# USER MANUAL: SEVEN OCEANS COMMERCIALS

12) Navigate→ In Ops at a glance-COA→Final Freight Invoice→ Following screen appears as shown below. The user can create multiple invoices interim/final.

Ops COA ( 8 Jun 2020 12:55:02 PM )

Home > Ops COA > In Ops at a glance - COA

Generate PDFBack

FREIGHT INVOICE CREATION

Invoicing Company :  
PROGRESS LUXEMBOURG ( SO0015 )

To :  
BUNGE LTD(CH0028)  
Bunge Limited 50 Main Street White Plains, NY White Plains,NY,  
USA, 10606

Freight Details  
Fixture Ref.: Shipment 01  
Vessel: COSMOS DYNASTY  
CP Date: 01-12-2019  
Port of Loading: Bunbury(Australia)  
Port of Discharging: Reydarfjordur(Iceland), Las Palmas (ES)  
(Spain)

Invoice Type :  
Interim

Attn :  
David

Invoice Number :  
001

Invoice Date :  
20-02-2020

Due Date :  
30-03-2020

Exchange Rate :  
1

Exchange Date :  
20-02-2020

Exchange To Currency :  
United States Dollar (USD)

Payment Terms :  
As per CP

Description :  
As per CP

Banking Details :  
PROGRESS SHIPPING - OCBC

Address  
9 Temasek Boulevard, 31F Suntec Tower 2,  
Singapore 038989

Beneficiary A/C No.  
654533324

Beneficiary Bank  
OCBC

Beneficiary Bank Address  
I Chulia Street, Singapore

Beneficiary Bank Swift Code  
OCBCDDDD

IBAN No.  
NA

FED ABA

CORRESPONDENT DETAILS

Correspondent Bank Name  
CHASE MANHATTAN

Correspondent Bank Address  
3000 Avenues of Americas, NY,USA

Account Number  
NA

Swift Code  
CHASE

Gross Freight(USD) :  
773800.5

% There Off :  
95.00

735110.47

Balance  
38690.03

Other Add

Description...

0.00

Add

Other Less

Brokerage (%)  
0.00

Less Addcom  
2.5018377.76

Description...

0.00

Add

Amount Payable  
716732.71

Invoices created will reflected in the grid down below

Click to Generate PDF

Click to Save

Submit to editSubmit & Close

Fixture Ref.	Vessel	Invoice Type	Invoice No.	Charterer	Amount	Generate Invoice PDF	Payment Received
Shipment 01	COSMOS DYNASTY	Interim	001	BUNGE LTD(CH0028)	716732.71	<div>Generate PDF</div>	<div>Payment Received</div>
Shipment 01	COSMOS DYNASTY	Final	002	BUNGE LTD(CH0028)	38690.03	<div>Generate PDF</div>	<div>Payment Received</div>

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# USER MANUAL: SEVEN OCEANS COMMERCIALS

13) Navigate→ In Ops at a glance-COA→Port Cost Payment→ Following screen appears as shown below, click on **Payment** link.

Port Costs	
Name	Vendor
Load Port Singapore(Singapore)	
Discharge Port Bunbury(Australia)	
Transit Port Bunbury(Australia)	
Load Port Bunbury(Australia)	BALTIC MARINE SERVICE LTD(PA0014)

Click on Payment

Payment

Following screen appears, click on “**Add**” link as shown below.

Seven Oceans' Commercials

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# USER MANUAL: SEVEN OCEANS COMMERCIALS

As the user click on **Add** link following screen appears. Enter relevant fields to make payment.

Ops COA (8 Jun 2020 1:15:16 PM)

Home > Ops COA > In Ops at a glance - COA

Account Load Port Costs : Load Port Bunbury(Australia)

Account Type  
Final

Payment No/Description  
Baltic/Final/001

CP Date  
26-11-2016

Date  
20-02-2020

Nom ID  
20-002

Vessel  
COSMOS DYNASTY

Vendor  
BALTIC MARINE SERVICE LTD(PA0014)

Remarks  
As per CP

Cost Type Desc.  
Load Port Bunbury(Australia)

Vendor Invoice Amount  
78000.00

Invoice Date  
20-02-2020

Account Load Port Costs : Details

Total Payable  
78000.00

Balance Outstanding  
78000.00

Add

#	Description	Amount
×	Misc	1000.00
Add	Total	1000.00

Less

#	Description	Amount
×	Misc	500.00
Add	Total	500.00

Account Load Port Costs : Net Payable

Net Payable  
78500.00

Account Load Port Costs : Requested To Pay/Recover

Requested To Pay/Recover  
0.00

Generate PDF

Submit Submit & Close

Nom ID	Vessel	Cost Type	Cost Desc.	Account Type	Payment No.	Date	Vendor	Pdf	Paid Payment	Details	Cancelled
20-002	COSMOS DYNASTY	Load Port Costs	Load Port Bunbury(Australia)	Final	Baltic/Final/001	20-Feb-2020	BALTIC MARINE SERVICE LTD(PA0014)	Generate PDF			×

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# USER MANUAL: SEVEN OCEANS COMMERCIALS

14) Navigate → In Ops at a glance-COA → Hire Statement → Following screen appears as shown below, click on Hire Statement link.

Seven Oceans' Commercial

10 5 5 David Kopperfield

Ops COA ( 8 Jun 2020 1:24:26 PM ) Home > Ops COA > In Ops at a glance - COA

Back

Payment / Invoice Grid : COSMOS DYNASTY

Main Cargo Freight Details

Name	Vendor	
Final Nett Freight ( )	BUNGE LTD(CH0028)	Invoice

Bunkers Nett Supply

Name	Vendor	
HSMDO Nett		
HSFO Nett		

Operational Costs (Others)

Name	Vendor	
Brokerage Commission (B)		
ILOHC	AUXIMAD VOHEMAR(PA0013)	Payment
Various	AUXIMAD VOHEMAR(PA0013)	Payment

Port Costs

Name	Vendor	
Load Port Singapore(Singapore)		
Discharge Port Bunbury(Australia)		
Transit Port Bunbury(Australia)		
Load Port Bunbury(Australia)	BALTIC MARINE SERVICE LTD(PA0014)	Payment
Discharge Port Cape of Good Hope(South Africa)		
Transit Port Cape of Good Hope(South Africa)		
Load Port Cape of Good Hope(South Africa)		
Discharge Port Las Palmas (ES)(Spain)		
Transit Port Las Palmas (ES)(Spain)		
Load Port Las Palmas (ES)(Spain)		
Discharge Port Reydarfjordur(Iceland)	BALTIC MARINE SERVICE LTD(PA0014)	Payment
Transit Port Reydarfjordur(Iceland)		

Demurrage Dispatch Ship Owner

Name	Vendor	
------	--------	--

Other Income

Name	Vendor	
------	--------	--

Hireage

Name	Vendor	
Hire	AIRBUS(CH0001)	Hire Statement

Click on Hire Statement

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# USER MANUAL: SEVEN OCEANS COMMERCIALS

Following screen appears, create **Hire Statement** and submit to close.

**SELECTING COMPANY:** The 'Creating Company' dropdown is set to 'PROGRESS COMMERCIAL MANAGEMENT'.

**TO:** AIRBUS(CH0001)  
1 Rond Point Maurice Bellonte 31707  
Blagnac France 31707

**HIRE DETAILS:**  
Nom ID :- 20-002  
Vessel :- COSMOS DYNASTY  
CP Date :- 01-12-2019  
Loading Port :- Bunbury(Australia)  
Discharging Port :- Reydarfjordur(Iceland)

**STATEMENT TYPE:** Final

**HIRE STATEMENT NUMBER:** 001

**HIRE STATEMENT DATE:** 25-02-2020

**EXCHANGE RATE:** 1.00000

**EXCHANGE DATE:** 25-02-2020

**EXCHANGE TO CURRENCY:** United States Dollar (USD)

**PAYMENT TERMS:** As per CP

**DESCRIPTION:** As per CP

**TOTAL VOYAGE DAYS(Sea & Port):** 60.130

**DAILY TIME CHARTER(USD/Day):** 2000.00

**HIRE FROM:** 25-02-2020 00:00

**HIRE TO:** 29-02-2020 00:00

**HIRE DAYS FOR INVOICE:** 4.0000

**TOTAL HIRE FOR THIS INVOICE:** 8000.00

**OTHER ADD:**

CVE(USD)		
1500.00		197.26
	Description...	0.00

**OTHER LESS:**

Address Commission(%)		
1.25		100.00
Broker Commission(%)	0.00	0.00
	Description...	0.00

**OFF-HIRE(USD):** ☐

**DELIVERY BUNKERS:** ☒

Bunker Grade	Qty(MT)	Price(USD)	Amount(USD)
HSFO	50.000	200.00	10000.00

**RE-DELIVERY BUNKERS:** ☒

Bunker Grade	Qty(MT)	Price(USD)	Amount(USD)
LSMGO	50.000	200.00	10000.00

**BALANCE (USD):** 8097.26

**GRID:**

#	Hire Statement Date	Hire Statement No.	Hire Days	Amount	Generate PDF	Payment Actioned	Delete
1.	25-Feb-2020	001	4.00000	8097.26	<a href="#">Generate PDF</a>	<a href="#">Payment Actioned</a>	<a href="#">Delete</a>