

Safety of Life at Sea (SOLAS) Verified Gross Mass (VGM)

User Guide for VGM Declaration E-Submission



We take it personally

Version dated 18 Jul, 2016

Our VGM Declaration E-Submission channels



OOCL's 'E-Submission channels' for shippers to submit the VGM Declaration:

MY OOCL CENTER SIGN IN

User ID:

Password: **Sign In**

Remember my User ID

[Forgot your Password or User ID?](#)

[Forgot your IVR PIN?](#)

[Register now](#) [Learn more](#)

My OOCL Center

- ✓ Steps on VGM Declaration e-filing
- ✓ Accept VGM Declaration in batch
- ✓ History Log to trace your past VGM Declaration



OOCL Lite

- ✓ Submit VGM Declaration anytime, anywhere with your OOCL Lite



EDI

- ✓ Support different types of EDI standard : VERMAS, IFTMIN or 304



MOC - VGM Declaration

OOCL Web Portal – *My OOCL Center (MOC)* provides tools for VGM Declaration submission:

Sign in MOC:

MY OOCL CENTER SIGN IN

User ID:

Password: **Sign In**

Remember my User ID

[Forgot your Password or User ID?](#)

[Forgot your IVR PIN?](#)

[Register now](#) > [Learn more](#)

The screenshot shows the OOCL web portal interface. At the top, the OOCL logo and tagline "We take it personally" are visible. A navigation menu includes "Schedules", "Booking", "Verified Gross Mass", "Documentation", and "Invoices and Payment". The "Verified Gross Mass" menu is expanded, showing options: "VGM Declaration", "VGM Form and Submission", "History and Log", and "Drafts of VGM Declaration". A mouse cursor is hovering over "VGM Declaration". Below the menu, the "VGM Declaration" page is partially visible, showing a "Details" section with input fields for "Booking Number", "Port of Loading", and "Vessel Voyage", along with a "Retrieve Shipment" button.

🔑 If you do not have the MOC account, [register now!](#)



MOC - VGM Declaration

Verified Gross Mass

VGM Declaration

- 1 Input the **Booking Number**
- 2 Click “*Retrieve Shipment*” button to retrieve the shipment data from the Booking
- 3 Input all mandatory information for VGM: **Container Number(s), VGM, Unit, Authorized Person Signature.**

VGM Declaration

Details

Booking Number: * 2016060101 Retrieve Shipment

Port of Loading: * Singapore, Singapore (SGSIN)

Vessel Voyage: [Vessel] [Voyage]

Party Information

Shipper : Add this company to Address Book

Name: ABC Inc. Authorized Person Signature: * Tip JOHN

[More Details](#)

Container Information

Container Number*	Weighing Method Tip	Verified Gross Mass*	VGM Reference Tip	Weighing Date	Actions
OOLU1234567	Method 1	30000 Kilograms		12 Jul 2016,10:50	
OOLU2345678	Method 2	30000 Kilograms		12 Jul 2016,10:50	

[Add Container](#)

Cancel Save as Draft Next

(**Note:** Please input the additional information as required by relevant state authorities: For example, **Hong Kong and the United Kingdom** requires your Registration Number as VGM Reference if Method 2 is used.)



MOC - VGM Declaration

Verified Gross Mass

VGM Declaration

For **Method 2**, see *Note and you choose to use the **VGM e-calculator icon**, input the “Cargo + Dunnage Weight” value and the “Total weight” will be generated based on the “Tare Weight” automatically retrieved from our system. Check to confirm the “Total Weight” as the VGM Declaration.

VGM Declaration

Or You can **directly input the VGM Declaration** without using the VGM e-calculator

Details

Booking Number: * 2016060101 Retrieve Shipment

Port of Loading: * Singapore, Singapore (SGSIN)

Vessel Voyage: [Vessel] [Voyage]

Party Information

Shipper : Add this company to Address Book

Name: ABC Inc. Authorized Person Signature: *

[More Details](#)

Container Information

Container Number*	Weighing Method <i>Tip</i>	Verified Gross Mass
1 OOLU1234567	Method 1	30000 Kilograms
2 OOLU2345678	Method 2	30000 Kilograms

[Add Container](#)

Calculator

Unit* *Tip* Kilograms

Tare Weight* *Tip* 29500 Kilograms

Cargo + Dunnage Weight* *Tip* 500 Kilograms

Total Weight 30000 Kilograms

Populate this Total Weight as Verified Gross Mass

*Note: You have full discretion to use the e-calculator or your own calculator



MOC - VGM Declaration

Verified Gross Mass

VGM Declaration

- 4 You may submit VGM Declaration for multiple containers under the same booking number by clicking the "Add Container" option
- 5 Once complete, click "Next" to proceed with the declaration or "Save as Draft" to submit VGM Declaration later

VGM Declaration

Details

Booking Number: * 2016060101 Retrieve Shipment

Port of Loading: * Singapore, Singapore (SGSIN)

Vessel Voyage: [Vessel] [Voyage]

Party Information

Shipper : Add this company to Address Book

Name: ABC Inc. Authorized Person Signature: * *Tip* JOHN

[More Details](#)

Container Information

	Container Number*	Weighing Method <i>Tip</i>	Verified Gross Mass*	VGM Reference <i>Tip</i>	Weighing Date	Actions
1	<input type="text" value="OOLU1234567"/>	Method 1 ▾	<input type="text" value="30000"/> Kilograms ▾	<input type="text"/>	<input type="text" value="12 Jul 2016,10:50"/> <input type="button" value="Calendar"/>	<input type="button" value="Print"/> <input type="button" value="X"/>
2	<input type="text" value="OOLU2345678"/>	Method 2 ▾	<input type="text" value="30000"/> Kilograms ▾	<input type="text"/>	<input type="text" value="12 Jul 2016,10:50"/> <input type="button" value="Calendar"/>	<input type="button" value="Print"/> <input type="button" value="X"/>

[Add Container](#)



MOC - VGM Declaration

Verified Gross Mass

VGM Declaration

6 After clicking “Next”, it will bring you to the **VGM Declaration Preview** page

7 You may complete the VGM Declaration by clicking the “VGM Declaration” button

VGM Declaration Preview

VGM Declaration Details

Carrier: OOCL Booking Number: 2016060101
 Port of Loading: Singapore, Singapore (SGSIN)
 Final Destination: Vessel Voyage:

Party Information

Shipper:
 Name: ABC Inc. Authorized Person Signature: JOHN

Container Information

	Container Number	Weighing Method	Verified Gross Mass	VGM Reference	Weighing Date
1	OOLU1234567	Method 1	30000 Kilograms		12 Jul 2016,10:50
2	OOLU2345678	Method 2	30000 Kilograms		12 Jul 2016,10:50

1. We understand the SOLAS requirements and terms of SOLAS Chapter VI Regulation 2 ([MSC 1-Circ 1475 - Guidelines Regarding The Verified Gross Mass Of A Container Carrying Cargo - Secretariat-.pdf](#)) and undertake that the information provided herein by us are true and accurate for compliance with SOLAS requirements.

2. We declare that the VGM of packed container(s) declared in this Form was obtained in accordance with Method 1 or Method 2 as stipulated in the SOLAS Chapter VI Regulation 2.

3. We undertake to comply with SOLAS Chapter VI Regulation 2 and agree to indemnify and will hold CargoSmart harmless from and against all liabilities, damages, claims suits, actions, losses, penalties, associated costs and additional costs arising from non-compliance with SOLAS requirements.

I agree

MOC - VGM Form and Submission



Verified Gross Mass

VGM Form and Submission

1

Download the VGM template and fill up the VGM form

Booking Number	Container Number	Verified Gross Mass	VGM Unit	VGM Method	Authorized Person	VGM Reference
2012345678	OOLU123456	200	Kilograms	Method 1	PETER	
2123456789	OOLU234567	500	Kilograms	Method 1	PETER	

2

Select the file and upload it to MOC

Upload

3

After uploading, the upload status would be shown in "Upload VGM Excel File Result" area

4

The relevant local authorities require the shipper's declaration, you must confirm your declaration by clicking the "I agree" checkbox.

5

You may complete the VGM Declaration by clicking the "VGM Declaration" button

Cancel

VGM Declaration

VGM Declaration

Upload VGM Excel File

If you do not have the latest OOCL VGM Excel File Template, click [Download OOCL VGM Excel File Template](#)

Select Document: * No file selected. Tip

Upload VGM Excel File Result

The VGM Excel File has been successfully uploaded OOLU_VGM_Excel_File_20160601.xls
There are below errors in your Excel file, please correct your excel file
Row9 Warning: Invalid Booking Number. (2233445566,OOLU1234561)

Below Booking and Containers are validation passed

Booking Number	Container Number
2233445566	OOLU1234561

1. We understand the SOLAS requirements and terms of SOLAS Chapter VI Regulation 2 ([MSC 1-Circ 1475 - Guidelines Reqa Secretariat-.pdf](#)) and undertake that the information provided herein by us are true and accurate for compliance with SOLAS req
2. We declare that the VGM of packed container(s) declared in this Form was obtained in accordance with Method 1 or Method 2
3. We undertake to comply with SOLAS Chapter VI Regulation 2 and agree to indemnify and will hold CargoSmart harmless for associated costs and additional costs arising from non-compliance with SOLAS requirements.

I agree



MOC - VGM History Log

Verified Gross Mass

History Log

1

You can search your submitted VGM Declaration records through VGM History Log

VGM History Log

Search by Collapse

*Required.

Booking Number: Last Submitted by:

Container Number: Filter Result in Date Range: * First Submitted

(Maximum 6 container numbers, separated by a space.) Last Submitted

Port of Loading: From: To:

Final Destination:

Search Result

Booking Number	Container Number	Carrier	Vessel Voyage	Port of Loading	Final Destination	Submission via	Last Submitted	Status	Actions
2016060101	OOLU123456, OOLU2345678	OOCL		Singapore, Singapore (SGSIN)		onlineVGM	Admins users (bdadmin) 12 Jul 2016, 11:12 HKT	Submission Sent	

Record 1 to 1 of 1

View VGM Declaration

Details

Carrier: OOCL Booking Number: 2016060101
 Port of Loading: Singapore, Singapore (SGSIN)
 Final Destination: Vessel Voyage:

Party Information

Shipper:
 Name: Authorized Person Signature: JOHN

Container Information

Container Number	Weighing Method	Verified Gross Mass	VGM Reference	Weighing Date
1 OOLU123456	Method 1	30000 Kilograms		
2 OOLU2345678	Method 2	30000 Kilograms		

2

You may further check the details by clicking the "View VGM Declaration" icon



MOC – Drafts of VGM Declaration



1 You can search your draft VGM Declaration records through Draft VGM Declaration Page

Draft VGM Declaration

Draft List

Draft Name ↑	Description	Booking Number	Last Modified	Actions
Draft for Booking: 2016060102		2016060102	12 Jul 2016, 15:34 HKT	

Draft VGM Declaration - Draft for Booking: 2016060102

Details

Booking Number: * 2016060102

Port of Loading: *

Vessel Voyage: [Vessel] [Voyage]

Party Information

Shipper : Add this company to Address Book

Name: Authorized Person Signature: * *Tip* ANN

[More Details](#)

Container Information

Container Number *	Weighing Method <i>Tip</i>	Verified Gross Mass *	VGM Reference <i>Tip</i>	Weighing Date	Actions
1 OOLU100002	Method 2 ▾	<input type="text"/> 40000 Kilograms ▾	<input type="text"/>	<input type="text"/>	

[Add Container](#)

2 You can further modify your draft VGM Declaration record by clicking the “Modify Draft” icon to complete your VGM Declaration



MOC - To Do List & VGM Declaration Status Summary

My OOCL Center Welcome

[What's New in MOC?](#)

Quick Links Manage

VGM Declaration

Shipment Summary

Outstanding Document (152)
 Invoice Print Ready (164) Tip
 BL Draft Ready (0)

Container VGM Declaration Status

	Past Due	Due Today	Due : 13 Jul - 15 Jul	Due : 16 Jul - 14 Aug
Not Received	3	0	0	0
Submitted	2	0	0	0
Amended	2	0	0	0
Verifying	3	0	0	0

To Do List(3861)
Notifications (0)
My Requests(1)
Refresh All

Description	Reference #	Task Due Date	Send Date	Request #	Application
Document Verified Gross Mass Request from OOCL.ltd	Booking #: 1234567890		12 Jul 2016, 11:28 HKT		Shipment Folder
Document Verified Gross Mass Request from OOCL.ltd	Booking #: 1234567891		01 Jul 2016, 03:58 HKT		Shipment Folder
Document Pouch from company	Booking #: 991159	23 Jul 2016,	30 Jun 2016,		Shipment

Search

Search by: Cargo Tracking Shipment Details Shipment Folder

Bill of Lading Number:

Booking Number:

Container Number:

(Maximum 6 container numbers, separated by a space.)

Reference Number:

Bookings with containers pending for VGM Declaration will be listed in To Do List on the **MOC Home page**

“Container VGM Declaration status” summary view allows you to quickly review the VGM Declaration status on your bookings

MOC provides visibility of the VGM Declaration status on your bookings!



OOCL Lite - VGM Declaration

VGM Declaration through the OOCL Lite app is available. OOCL Lite is available in the Apple App Store (IOS for [iPhone/iPad](#)) and Google Play ([Android](#)).

Tab to start your VGM Declaration

Login with your MOC account and start your VGM Declaration

User ID testid

Password

Remember my User ID

[Forgot your Password or User ID?](#)


OOCL Lite - VGM Declaration



VGM

Select Method Enter Weight VGM Declaration

Container No. :
OOLU 123456

Booking No. :
20123456789 

Weighing Method :
Method 1

Next

< > Done

20123456789
30123456789

- 1 After inputting the container number, the associated booking number(s) will automatically be retrieved and listed
- 2 Select the Booking Number from the list
- 3 Select the weighing method
- 4 Click “Next” to proceed

TIPS: Alternatively, you can first input the booking number and the associated container number(s) will be automatically be retrieved and listed.

OOCL Lite - VGM Declaration



If **Method 1** is your choice for the weighing method:

< Back Step 2

Select Method Enter Weight VGM Declaration

Max Gross Weight :
30,480 kg

Verified Gross Mass :
30500 kg

Next

Max Gross Weight will be provided for your reference

- 5 Input the VGM and select the unit
- 6 Click “Next” to proceed

OOCL Lite - VGM Declaration



If **Method 2** is your choice for the weighing method:

< Back Step 2

Select Method Enter Weight VGM Declaration

Tare Weight : 3,800 kg Max Gross Weight : 30,480 kg

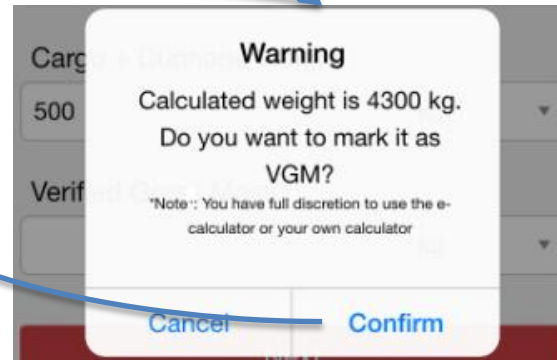
Cargo + Dunnage Weight : 500 kg

Verified Gross Mass : 4300 kg

Next

Tare Weight and Max Gross Weight will be provided for your reference

5 Input the “*Cargo+Dunnage Weight*” and select the *unit* (Or you may directly input the *VGM declaration and unit*)



The calculated weight will be provided based on tare weight and your Cargo+Dunnage Weight.

You can mark it as **VGM Declaration** by clicking “Confirm”

6 Click “Next” to proceed



OOCL Lite - VGM Declaration

< Back Step 3

Select Method Enter Weight VGM Declaration

Container No. : Booking No. :
OOLU123456 20123456789

Verified Gross Mass :
4,160 kg

Authorized Person :
JOHN

VGM Declaration

7 Input the signature of the shipper or authorized person

8 Click “VGM Declaration” to proceed

< Back Step 3

Select Method Enter Weight VGM Declaration

Container No. : Booking No. :
OOLU123456 20123456789

Verified Gross Mass :
4,160 kg

Authorized Person :
JOHN

Declaration

1. We understand the SOLAS requirements and terms of SOLAS Chapter VI Regulation 2 and undertake that the information provided herein by us are true and accurate for compliance with SOLAS requirements.

2. We declare that the VGM of packed container(s) declared in this Form was obtained in accordance with Method 1

Cancel Confirm

9 Click “Confirm” to complete the VGM Declaration

OOCL Lite - VGM Declaration



Step 3

Select Method Enter Weight VGM Declaration

VGM Declaration is completed.

Container No : OOLU123456
Booking No : [20123456789](#)
Weighing Method : Method 2
Verified Gross Mass : 4,160 kg
Authorized Person : JOHN
Submission Date : 3 Aug 2016 10:21

OK



VGM Declaration is completed.

EDI - VGM Declaration

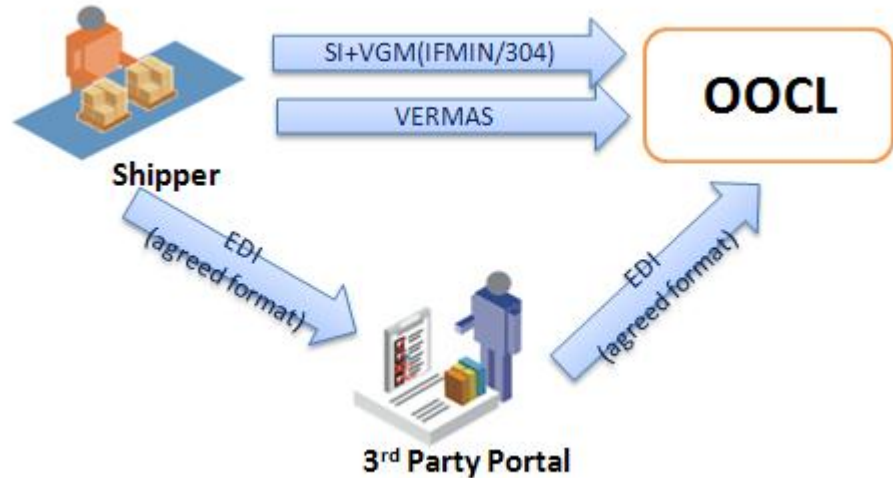


OOCL supports VGM declaration via EDI.
Currently, we accept the following EDI standard:

- ✓ VGM Submission (VERMAS) – *Preferred*
- ✓ Shipping Instruction (IFTMIN / 304)

Connection:

- Direct – *Preferred*
- Via Portal – CargoSmart, GTNexus



You may contact our [local representatives](#) for further enquiries on the EDI setup.

Other VGM Declaration References



- Implementing Guidelines issued by IMO's Maritime Safety Committee ([link](#))
- Guidelines for Improving Safety and Implementing the SOLAS Container Weight Verification Requirements by World Shipping Council (WSC) ([link](#))
- Regional Implementation information by WSC ([link](#))
- OOCL VGM Page ([link](#))
- OOCL SOLAS VGM FAQ ([link](#))
- VGM Administration Fee(s) ([link](#))

OOCL is committed to making safety and security a top priority in our business operations. For enquiries, please kindly contact our [local representatives](#).