Oracle® Hospitality Cruise Shipboard Property Management System

eNOAD User Guide
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ORACLE

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Preface

The eNOAD module is a program that manages the electronic Notice of Arrival/Departure of the vessel movement to the National Vessel Movement Centre (NVMC) outlined by The United States Coast Guard (USCG).

Audience

This document is intended for application specialist and end-users of Oracle Hospitality Cruise Shipboard Property Management System.

Customer Support

To contact Oracle Customer Support, access My Oracle Support at the following URL:

https://support.oracle.com

When contacting Customer Support, please provide the following:

- Product version and program/module name
- Functional and technical description of the problem (include business impact)
- Detailed step-by-step instructions to re-create
- Exact error message received and any associated log files
- Screen shots of each step you take.

Documentation

Oracle Hospitality product documentation is available on the Oracle Help Center at http://docs.oracle.com/en/industries/hospitality/

Revision History

Date	Description of Change
December 2017	• Initial publication
October 2018	• Updated Submission by Web • Minor typo correction • Revised notification prompt
May 2021	• Enhanced to support ENOAD Schema version 3.7
April 2023	• Updated the APIS File List content.

Prerequisites and Compatibility

This section describes the minimum requirements to run the eNOAD module in Oracle Hospitality Cruise Shipboard Property Management System (SPMS).

Prerequisites

- Administration.exe
- Management.exe
- Crew.exe
- eNOAD.exe

Compatibility

SPMS version `8.0` or later. For customer operating on version below `8.0` database upgrade to the recommended or latest version is required.

1 SPMS Parameters

This section describes the available Parameters for the eNOAD module and they are accessible in **Administration module, System Setup, Parameter**.

PAR_GROUP ENOAD

Table 1-1 - PAR Group ENOAD

PAR Name	PAR Value	Description
Allow Blank Date	1	1 – Enable to allow blank date for expected guests/crew handling 0 – Disable
Allow Reuse of Departure-Notice-ID During Arrival	1	1 – Enable to allow reuse of departure-notice-ID during arrival 0 - If Set To FALSE, Use INITIAL Notification When Returning To Port
CARICOM Countries	<Country Name>	Specify the <Country name> to be tag as CARICOM members. These countries listed will have the country name populated in State element as required for CARICOM submissions to NVMC. For example, <BAHAMAS><BELIZE><ANTIGUA AND BARBUDA><BARBADOS><DOMINICA><GRENADA><GUYANA><HAITI><JAMAICA><MONTSERRAT><SAINT KITTS AND NEVIS><SAINT LUCIA><SAINT VINCENT AND THE GRENADINES><SURINAME><TRINIDAD AND TOBAGO>
Default to FNU on Blank UXP_A_FSTN or FIRST_NAME	1	1 – Enable. If the guest first name is null, it defaults the First Name field as "FNU" 0 – Disable. If disabled, the First Name field cannot be null
ENOAD Web Service SOAPAction		The NVMC Web Service SOAP Action for the ENOAD System. Please obtain from NVMC website.
ENOAD Web Service SOAPHeader		The NVMC Web Service SOAP Header for the ENOAD System. Please obtain from NVMC website.
ENOAD Web Service URL		The NVMC Web Service URL for the ENOAD System. Please obtain from NVMC website.

PAR Name	PAR Value	Description
FIELD TO STRIP	<element>	Comma Separated XML Field Name(s) These field(s) will be stripped of invalid characters according to Parameter setting "STRIP INVAL CHAR" For example, LAST_NAME,FIRST_NAME,ID_NUM,US_ADDRESS_STREET,US_ADDRESS_CITY,US_ADDRESS_STATE,US_ADDRESS_STATE_ABBR,US_ADDRESS_ZIP
File Output Folder	<path>	Allows output file to be saved to a user-defined local or network path folder. For example, C:\temp\apis\enoad
Foreign Voyage Type	<value>	Specify the Foreign Voyage Type options to be displayed in OHC ENOAD from the Voyage Type drop-down. Uses Comma Delimited values. These values must not be edited unless advised to do so by Oracle Cruise Support as the changes may cause the ENOAD manifest submissions to fail. For example, Foreign To US,Foreign To CARICOM,US To CARICOM,US To Foreign,CARICOM To Foreign,CARICOM To US,Foreign To Saint Lawrence Seaway,Saint Lawrence Seaway To Foreign
Include VOYAGE_NUMBER During submission		Voyage Number: 1 - Time Stamp, 2 - Cruise external system identifier 0 – NULL/ or <blank>
Mandatory Birthdate Field	1	1 – Enable the birthdate field as mandatory 0 – Disable birthdate field for guests/crew handling
Mandatory Field For <ARRIVE>	<element>	Specify the mandatory XML fields for <ARRIVE> element that eNOAD program will check during file creation. Use Comma Delimited Values. These values must not be edited unless advised to do so by Oracle Cruise Support as the changes may cause the ENOAD manifest submissions to fail. For example, ARRIVE_DT,ARRIVE_TIME,PORT_NAME,CITY,STATE,FACILITY,PLACE

PAR Name	PAR Value	Description
Mandatory Fields For <CARGO>	<element>	Specify the mandatory XML fields for <CARGO> element that eNOAD program checks during file creation. Use Comma Delimited Values. These values must not be edited unless advised to do so by Oracle Cruise Support as the changes may cause the ENOAD manifest submissions to fail. For example, GENERAL_DESC,CDC_ON_BOARD
Mandatory Fields For <COMP_CERT>	<element>	Specify the mandatory XML fields for <COMP_CERT> element that eNOAD program will check during file creation. Use Comma Delimited Values. These values must not be edited unless advised to do so by Oracle Cruise Support as the changes may cause the ENOAD manifest submissions to fail. For example, ISSUED_DT,EXPIRATION_DT,AGENCY
Mandatory Fields For <CONTACT>	<element>	Specify the mandatory XML fields for <CONTACT> element that eNOAD program will check for during file creation. Use Comma Delimited Values. These values must not be edited unless advised to do so by Oracle Cruise Support as the changes may cause the ENOAD manifest submissions to fail. For example, NAME,PHONE
Mandatory Fields For <CREW>	<element>	Specify the mandatory XML fields for <CREW> element that eNOAD program checks during file creation. Use Comma Delimited Values. These values must not be edited unless advised to do so by Oracle Cruise Support as the changes may cause the ENOAD manifest submissions to fail. For example, POSITION,LAST_NAME,FIRST_NAME,BIRTH_DT,GENDER,NATIONALITY,NATIONALITY_CODE,COUNTRY_RESIDENCE,COUNTRY_RESIDENCE_CODE,ID_TYPE,ID_NUM,ID_COUNTRY,ID_COUNTRY_CODE,EMBARK_COUNTRY,EMBARK_COUNTRY_CODE,EMBARK_STATE,EMBARK_PORT_NAME,EMBARK_PORT_CODE,EMBARK_DATE

PAR Name	PAR Value	Description
Mandatory Fields For <DEPART>	<element>	Specify the mandatory XML fields for <DEPART> element that eNOAD program will check during file creation. Use Comma Delimited Values. These values must not be edited unless advised to do so by Oracle Cruise Support as the changes may cause the ENOAD manifest submissions to fail. For example, DEPART_DT,DEPART_TIME,PORT_NAME,CITY,STATE,PLACE
Mandatory Fields For <ISSC>	<element>	Specify the mandatory XML fields for <ISSC> element that eNOAD program will check during file creation. Use Comma Delimited Values. These values must not be edited unless advised to do so by Oracle Cruise Support as the changes may cause the ENOAD manifest submissions to fail. For example, ISSUED_DT,VSP_IMPLEMENTATION,ISSC_TYPE,INTERIM_ISSC,FLAG_ADMINISTRATION,FLAG_ADMINISTRATION_CODE,CSO_NAME,CSO_PHONE
Mandatory Fields For <LAST_PORT>	<element>	Specify the mandatory XML fields for <LAST_PORT> element that eNOAD program checks during file creation. Use Comma Delimited Values. These values must not be edited unless advised to do so by Oracle Cruise Support as the changes may cause the ENOAD manifest submissions to fail. For example, ARRIVE_DT,DEPARTURE_DT,LAST_PORT_COUNTRY,LAST_PORT_COUNTRY_CODE,LAST_PORT_STATE,LAST_PORT_NAME,LAST_PORT_CODE,LAST_PORT_PLACE

PAR Name	PAR Value	Description
Mandatory Fields For <NEXT_PORT>	<element>	Specify the mandatory XML fields for <NEXT_PORT> element that eNOAD program checks during file creation. Use Comma Delimited Values. These values must not be edited unless advised to do so by Oracle Cruise Support as the changes may cause the ENOAD manifest submissions to fail. For example, ARRIVE_DT,ARRIVE_TIME,NEXT_PORT_COUNTRY,NEXT_PORT_COUNTRY_CODE,NEXT_PORT_STATE,NEXT_PORT_NAME,NEXT_PORT_CODE,NEXT_PORT_PLACE
Mandatory Fields For <NONCREW>	<element>	Specify the mandatory XML fields for <NONCREW> element that eNOAD program checks during file creation. Use Comma Delimited Values. These values must not be edited unless advised to do so by Oracle Cruise Support as the changes may cause the ENOAD manifest submissions to fail. For example, LAST_NAME,FIRST_NAME,BIRTH_DT,GENDER,NATIONALITY,NATIONALITY_CODE,COUNTRY_RESIDENCE,COUNTRY_RESIDENCE_CODE,ID_TYPE,ID_NUM,ID_COUNTRY,ID_COUNTRY_CODE,ID_EXPIRATION_DT,US_ADDRESS_STREET,US_ADDRESS_CITY,US_ADDRESS_ZIP
Mandatory Fields For <NONCREW> 1	<element>	Specify the mandatory XML fields for <NONCREW> element that eNOAD program checks during file creation. Use Comma Delimited Values. (Continued) These values must not be edited unless advised to do so by Oracle Cruise Support as the changes may cause the ENOAD manifest submissions to fail. For example, EMBARK_COUNTRY,EMBARK_COUNTRY_CODE,EMBARK_STATE,EMBARK_PORT_NAME,EMBARK_PORT_CODE,EMBARK_DATE

PAR Name	PAR Value	Description
Mandatory Fields For <NOTICE_DETAILS>	<element>	Specify the mandatory XML fields for <NOTICE_DETAILS> element that eNOAD program checks during file creation. Use Comma Delimited Values. These values must not be edited unless advised to do so by Oracle Cruise Support as the changes may cause the ENOAD manifest submissions to fail. For example, CREATED_DATE_TIME,NOTICE_ID,NOTICE_TRANSACTION_TYPE,NOTICE_TYPE,VERSION
Mandatory Fields For <PREVIOUS_FOREIGN_PORT_LIST>	<element>	Specify the mandatory XML fields for <PREVIOUS_FOREIGN_PORT_LIST> element that eNOAD program checks during file creation. Use Comma Delimited Values. These values must not be edited unless advised to do so by Oracle Cruise Support as the changes may cause the ENOAD manifest submissions to fail. For example, ARRIVAL_DT,DEPARTURE_DT,PREVIOUS_COUNTRY,PREVIOUS_COUNTRY_CODE,PREVIOUS_PORT_NAME,PREVIOUS_PORT_CODE,PREVIOUS_PLACE
Mandatory Fields For <REPORTING_PARTY>	<element>	Specify the mandatory XML fields for <REPORTING_PARTY> element that eNOAD program checks during file creation. Use Comma Delimited Values. These values must not be edited unless advised to do so by Oracle Cruise Support as the changes may cause the ENOAD manifest submissions to fail. For example, NAME,EMAIL,COMPANY
Mandatory Fields For <SFTYMGMT_CERT>	<element>	Specify the mandatory XML fields for <SFTYMGMT_CERT> element that eNOAD program checks during file creation. Use Comma Delimited Values. These values must not be edited unless advised to do so by Oracle Cruise Support as the changes may cause the ENOAD manifest submissions to fail. For example, ISSUED_DT,EXPIRATION_DT,AGENCY

PAR Name	PAR Value	Description
Mandatory Fields For <VESSEL>	<element>	Specify the mandatory XML fields for <VESSEL> element that eNOAD program checks during file creation. Use Comma Delimited Values. These values must not be edited unless advised to do so by Oracle Cruise Support as the changes may cause the ENOAD manifest submissions to fail. For example, NAME,CALL_SIGN,ID_NUM,ID_TYPE,FLAG,FLAG_CODE,OWNER,OPERATOR,CLASS_SOCIETY,CHARTERER,OCE,OCE_DESC,NTVRP_NUMBER
Mandatory Fields For <VESSEL_LOC>	<element>	Specify the mandatory XML fields for <VESSEL_LOC> element that eNOAD program checks during file creation. Use Comma Delimited Values. These values must not be edited unless advised to do so by Oracle Cruise Support as the changes may cause the ENOAD manifest submissions to fail. For example, LOCATION_DESC,LAT_DEG,LAT_MIN,LAT_SEC,N_S,LONG_DEG,LONG_MIN,LONG_SEC,E_W
Mandatory Fields For <VOYAGE>	<element>	Specify the mandatory XML fields for <VOYAGE> element that eNOAD program checks during file creation. Use Comma Delimited Values. These values must not be edited unless advised to do so by Oracle Cruise Support as the changes may cause the ENOAD manifest submissions to fail. For example, VOYAGE_TYPE
Mandatory First Name Field	1	1 - First Name Mandatory for expected crew or passengers 0 – Not mandatory for First Name Only crew/passenger records that contain this information is included in ENOAD Manifest submission when expected crew/passenger is chosen during file creation.

PAR Name	PAR Value	Description
Mandatory Gender Field	1	1 - Gender is mandatory for expected crew or passengers 0 – Not mandatory for gender Only crew/passenger records that contain this information is included in ENOAD Manifest submission when expected crew/passenger is chosen during file creation.
Mandatory ID Field	1	1 - Passport (or other form of identification) is mandatory for expected crew or passengers. 0 – Not mandatory for passport Only crew/passenger records that contain this information is included in ENOAD Manifest submission when expected crew/passenger is chosen during file creation.
Mandatory Last Name Field	1	1 - Last Name is mandatory for expected crew or passengers 0 – Not mandatory for last name Only crew/passenger records that contain this information is included in ENOAD Manifest submission when expected crew/passenger is chosen during file creation.
Mandatory Nationality Field	1	1 - Nationality is mandatory for expected crew or passengers 0 – Not mandatory for nationality Only crew/passenger records that contain this information is included in ENOAD Manifest submission when expected crew/passenger is chosen during file creation.
Manifest Submission Tracker	<path>	If specified, a Tracker File is created with matching XML File Name; for example, C:\Temp\APIS\Enoad. Else, the default path is C:\Users\Public\Documents\Oracle Hospitality Cruise\ENOAD
STRIP INVAL CHAR	<ASCII Code>	Comma Separated ASCII Code(s). Specify the non-alphanumeric characters (in ASCII Code) that will be stripped from the passenger/crew records section in the ENOAD Manifest. Specify the fields to which this handling needs to be applied in FIELDS TO STRIP parameter. For example, 33,35,36,37,38,42,61,91,93,94,123,125

PAR Name	PAR Value	Description
Source Column For Record Locator	<value>	Specifies the Database Column Used for <PASSENGER_RECORD_LOCATOR> For example, RES_ACC
UNSUBMITTED NONCREW FIELDS	<element>	Comma Separated XML Field Name(s) Specify the XML elements that should have their value left empty even if the information exists. This should only be done for non-mandatory fields that are known to contain data not formatted to NVMC specifications. For example, US_ADDRESS_STATE_ABBR

2 System Configuration

This section describes the Operational Position Setup within the Administration module.

2.1. Operational Position Setup

An Operational Position is required in the Advanced Passenger Information System (APIS) for references and reporting, and this is set up in Administration module.

1. Login to **Administration module** and select **Crew Setup, Operational Position** from the drop-down list.
2. Right-click on the left panel and select **Add** to create a new Operational Position or select from the existing list.

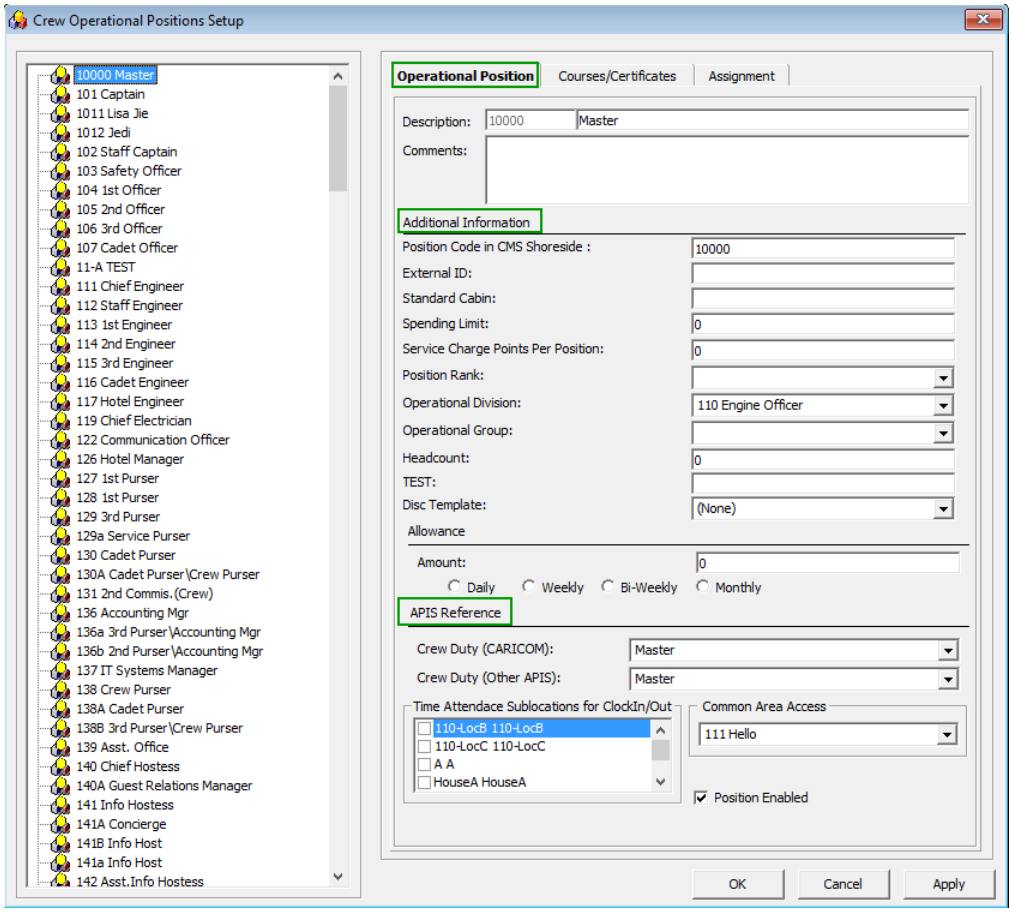


Figure 2-1 – Crew Operational Position Code setup

3. Navigate to the Operational Position tab and enter the **Position code**, description and comment.
4. Under the **Additional Information** section, select the Operational Division from the drop-down list.
5. Under the **APIS Reference** section,
   a. Define Crew Duty (CARICOM) position
   b. Define Crew Duty (Other APIS) position
6. Click **OK** to save.

2.2. APIS XML Setup

A related APIS xml file is required to be uploaded into SPMS database and below are the affected tables.

Table 2-1 - APIS File list

Description	XML file	Table
Agency List	Agency_List.xml	SCA
CARICOM Port	CARICOMPORTS.xlsx	CCP
Crew Type List	Crew Type List	CWT
Foreign Port List	Foreign_Port_List.xml	FPL
International Ship Security Certificate Recognized Security Organization (RSO)	RSO.xml	RSO
Port Code	PortCode.csv	PCO
UK Port List	Port_UK_List.xml	UKP

1. Place all the XML files in `\\Public Documents\Oracle Hospitality Cruise folder` for the respective data to be updated into the database.
2. The system prompts an error message when opening the ENOAD setup if there is a missing APIS file according to the lists mentioned in the above table.

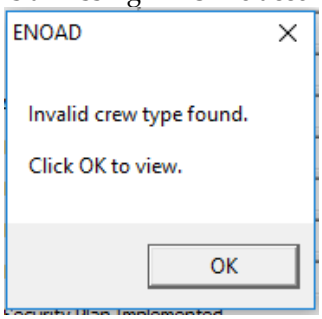


Figure 2-2 - Mismatch Error prompt

3. Review and correct all the invalid data listed the log file.

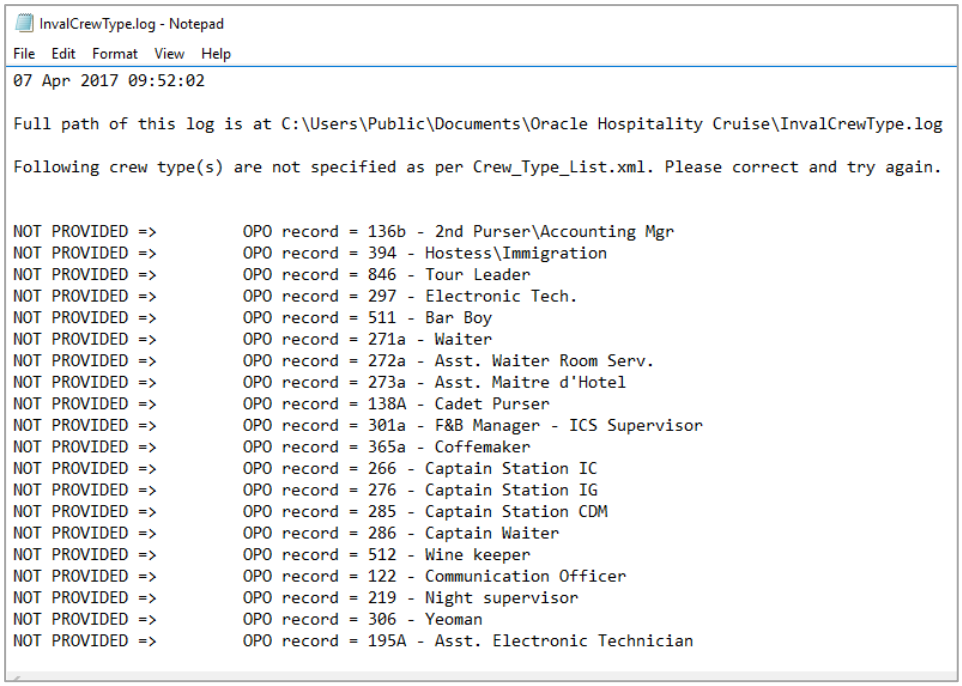


Figure 2-3 – Sample Invalid crew type log time

2.3. Ship Information Setup

The Ship Information must be entered before one is allowed to generate the report and this is setup in the eNoad application.

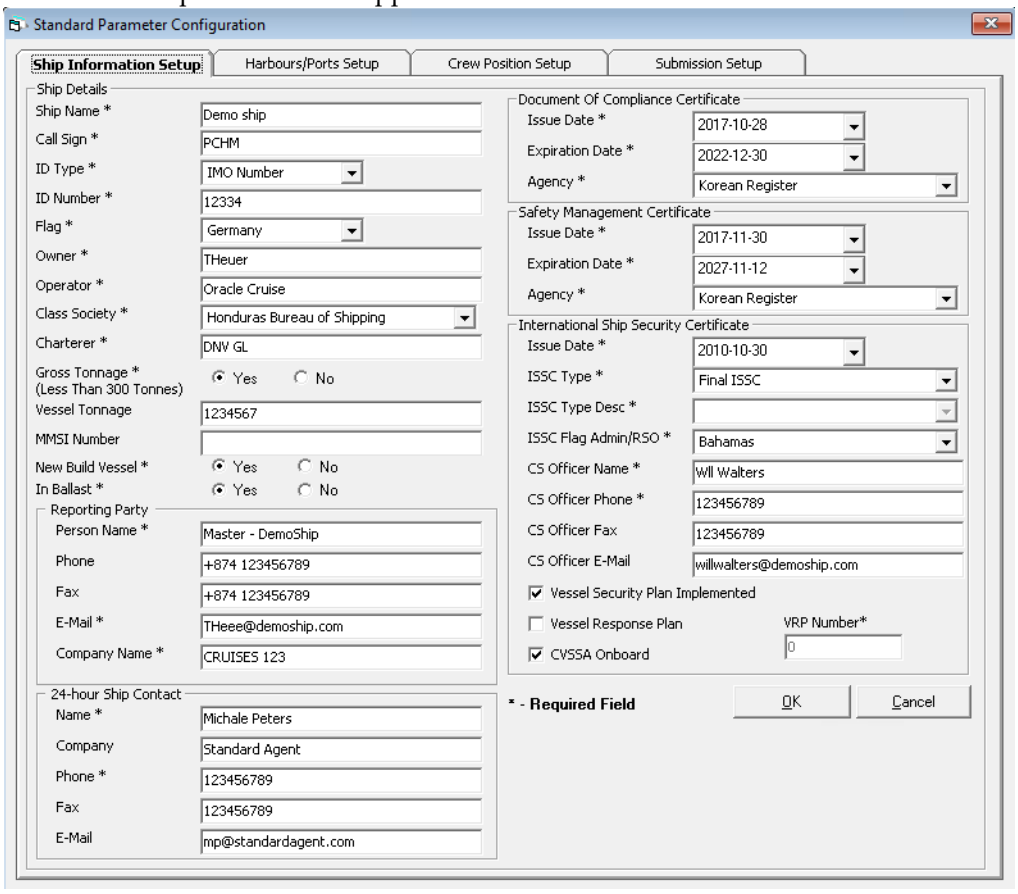


Figure 2-4 – Standard Parameter Configuration – Ship Information Setup

1. Run the **eNOAD.exe.**
2. Select **ENOAD Setup** from the **ENOAD Transfer**.
3. At the **Ship Information Setup** tab, enter the ship's information.
4. Click **OK** to save.

2.4. Port Setup

The Port Setup is differentiated by the symbols used and stored in the XML files. For example, the ISO Port Code for Acapulco has "<" and "-". This means the ISO Port shown in the **eNOAD module, ISO Port Codes** whereas the port for Devil's Island is excluded from eNOAD. See below table and figures for symbol use in the port setup.

Table 2-2 - Port Symbol Stored in APIS file

Description	Symbol
CARICOM Port	^
eNOAD Port	<
Panama Canal ADR Port	-
eBorder UK Port	#

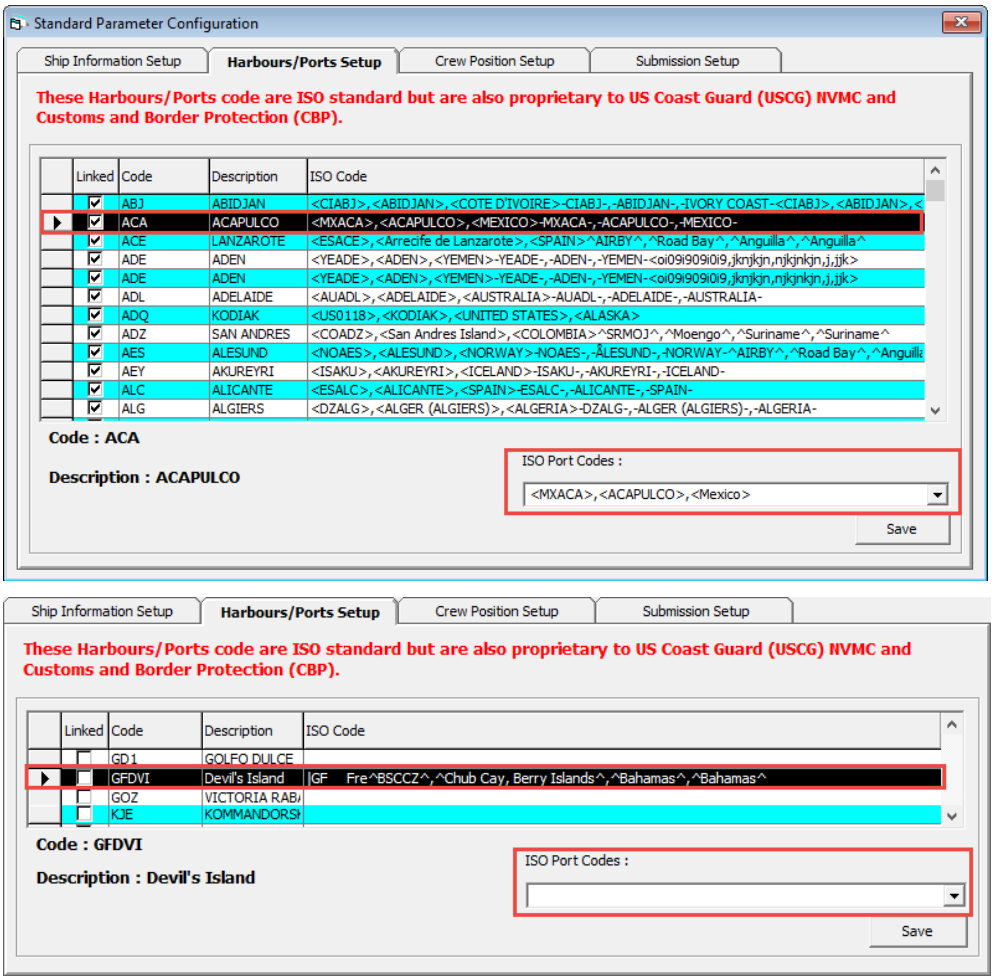


Figure 2-5 – eNOAD – Port list

2.5. Submission Setup

The Submission Setup is a field where you define the Webservice Submission path and it supports manual report generation and online submission.

- Web Services Submission Token String
- Web Services Submission URL Address
- Web Services Submission SOAP Header
- Web Service Submission SOAP Action

More information can be found at https://www.nvmc.uscg.gov/ on how to setup the Web Services Submission.

2.6. Transfer Folder Setup

A transfer folder is required when generating the report file. Manually create the folder and then enter the path in **Parameter, File Output Folder** if wish to save the file to a default location. If none is defined in the Parameter, the system defaults the folder to "`C:\Users\Public\Documents\Oracle Hospitality Cruise\[Folder].`"

If the Transfer folder does not exist, an error message '`Invalid path [path]`'is prompt.

2.7. Document Type Setup

The Document Types accepted in SPMS must be mapped with a correct eNOAD code.

1. Login to **Administration module**.
2. Select **Administration, System Codes** and the **Document Types** from the menu option.
3. Select the Document Types from the left panel and in the **APIS <ID_TYPE> Mapping:** field, enter the hardcoded document type. See Document Type Mapping Field for more information.
4. Click **OK** to save.

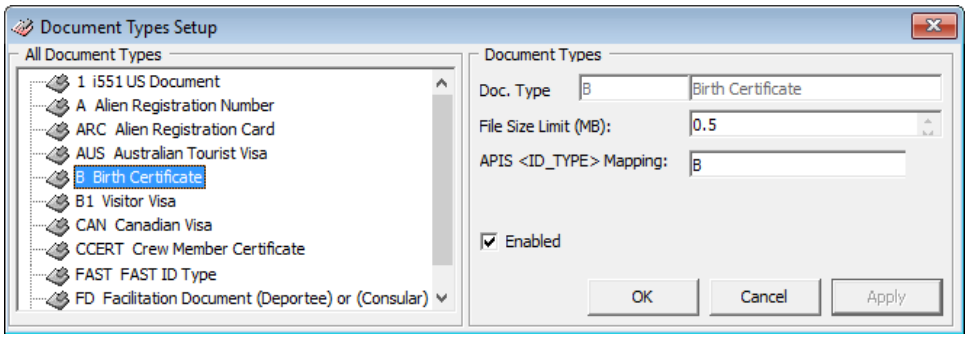


Figure 2-6 – Document type setup

3 Creating Arrival/Departure Notice

There are two Data Submission Methods for eNOAD:

- **Submit by Web**
  The data is generated and submit directly to eNOAD Web Services based on the setup in Submission Setup. This is the preferred method for electronic data submission.

- **Submit by File**
  The data is generated in an XML files format and this indirect submission allows for the use of burst or manual e-mail to the NOAD authorities.

Below are the steps to create the eNOAD file for submission.

1. Run **eNOAD.exe**.
2. Select **ENOAD Transfer, ENOAD File Creation** from the menu option.

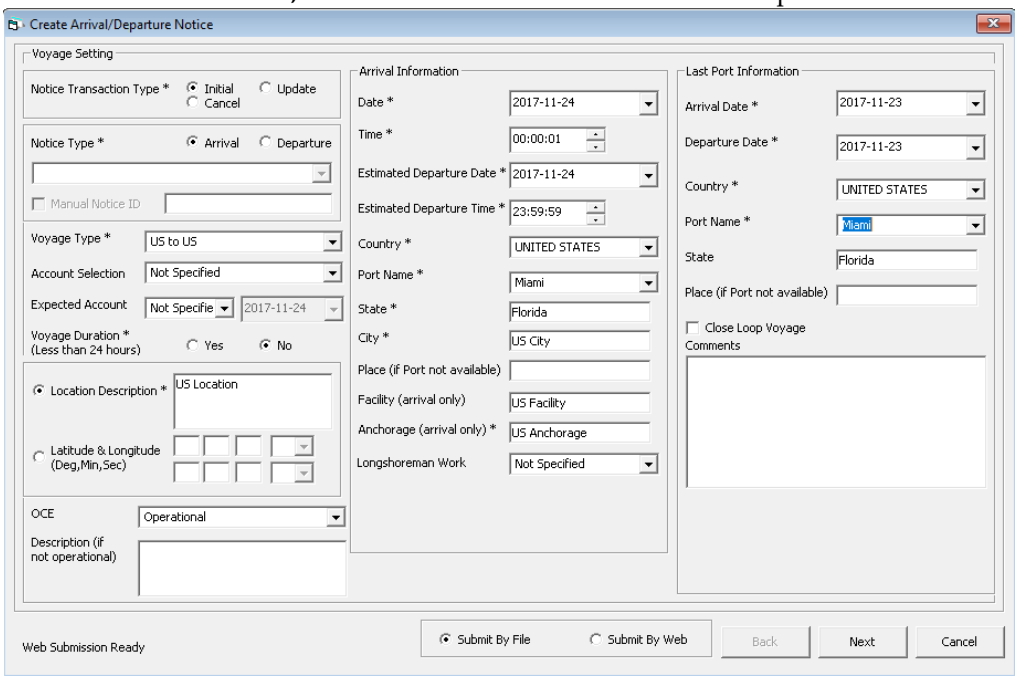


Figure 3-1 – Create Arrival/Departure Notice

3. In the Create Arrival/Departure Notice window, update all the fields per APIS requirement and then click **Next**.
4. Select and update all the mandatory fields in **Default Embarkation Port**, including the information of previous five ports and then click **Next**.

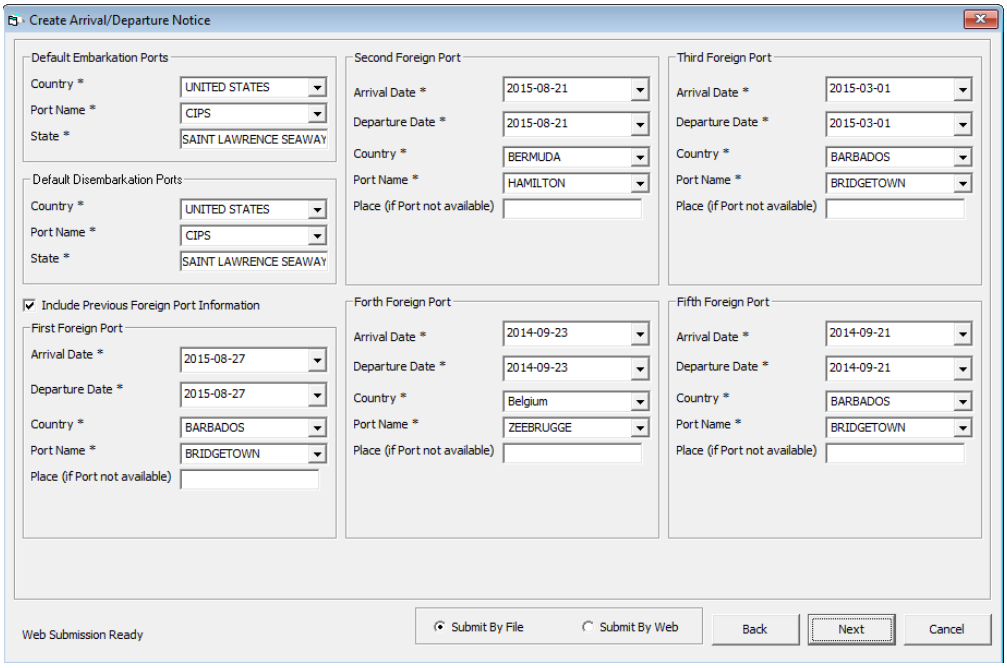


Figure 3-2 – Create Arrival/Departure Notice – Previous Port Info

5. At the result grid, click **Validate Data** to validate and ensure all information is sufficient for submission.

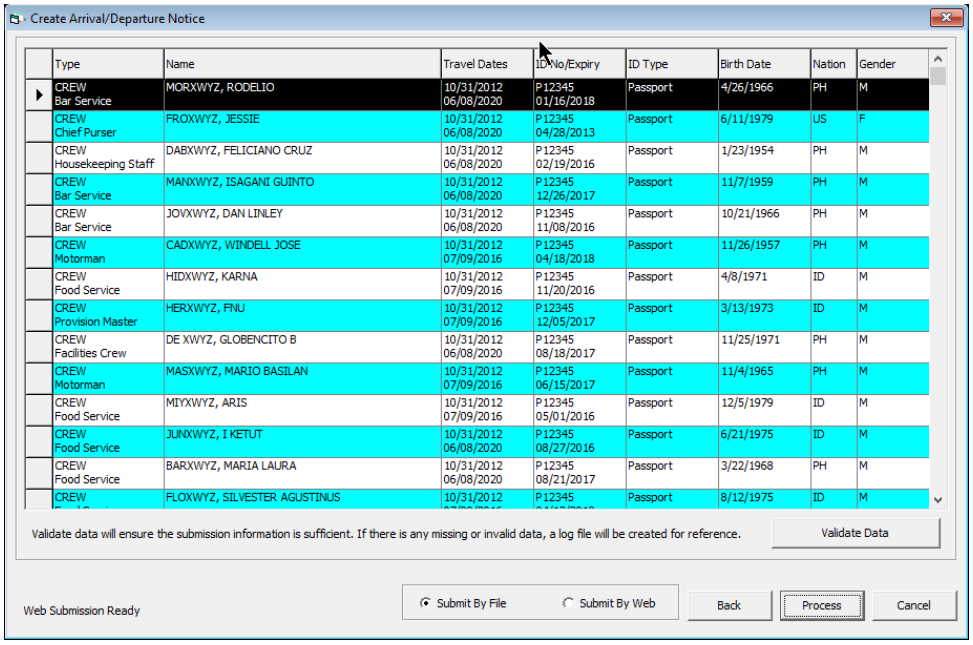


Figure 3-3 –Crew/Passenger list for Validation

6. The system creates and saves the log file to a user-defined local folder or network path folder defined in the parameter, if the information supplied is insufficient. If all the mandatory information is supplied and the data validation complete successfully, the systems prompts a confirmation message **"There is no missing/incorrect data. Do you wish to proceed to file submission?"** Click **Yes** on the confirmation prompt to continue. If there is a missing or incorrect date is found, correct the record and repeat step 5.

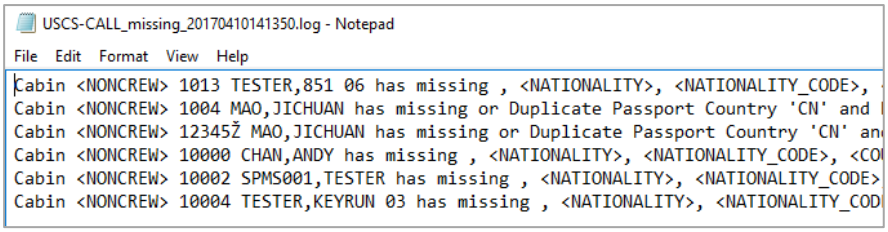
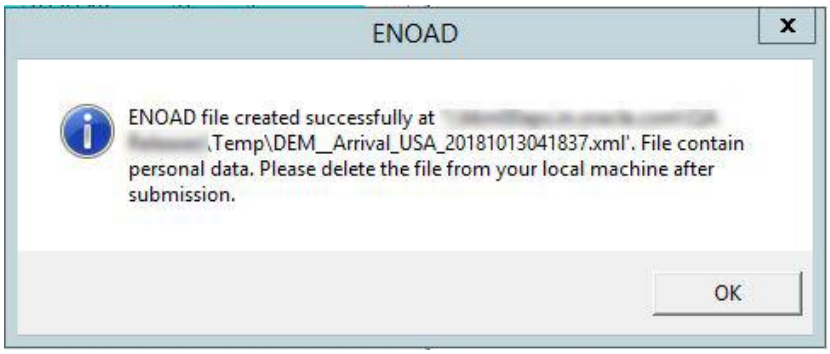


Figure 3-4 – Sample Log File

7. Choose to submit the report either by file or by web, and then click **Process**.
8. The system prompts a message box once the submission is successful. Click **OK** to close the window.



Appendix A. Document Type Mapping Field

The following section lists the mapping codes available to eNOAD.

Table A-1 eNOAD Document Type

Code	Description	Document Types
A	Alien Registration Card	U.S. Alien Registration Card
B	Birth Certificate	Birth Certificate
CCERT	Crew Member Certificate	Government Issued Picture ID(US)
CP	CARIPASS CARD	(**only for CARICOM)
CRBA	Consular Report of Birth Abroad	Consular Report of Birth Abroad
D	Driver License	Government Issued Picture ID(US)
DIPID	Diplomatic Identification	Government Issued Picture ID(US)
EDL_BC	Enhanced Driver's License (BC)	EDL (BC)
EDL_MB	Enhanced Driver's License (MB)	EDL (MB)
EDL_MI	Enhanced Driver's License (MI)	EDL (MI)
EDL_NY	Enhanced Driver's License (NY)	EDL (NY)
EDL_ON	Enhanced Driver's License (ON)	EDL (ON)
EDL_QC	Enhanced Driver's License (QC)	EDL (QC)
EDL_VT	Enhanced Driver's License (VT)	EDL (VT)
EDL_WA	Enhanced Driver's License (WA)	EDL (WA)
F	Refugee Permit	Government Issued Picture ID(US)
FAST	FAST ID Type	FAST
FD	Facilitation Document (Deportee) or (Consular)	Facilitation Document (Deportee) or (Consular)
FMD	Foreign Mariner Document	Foreign Mariner Document
GLOENT	Global Entry	Global Entry
GP	Group Passport	Government Issued Picture ID(US)
I	Ins Pass Document	Government Issued Picture ID(US)
L	License	Pilot License
M	Military Id	Military ID
MMC	U.S. Merchant Mariner Credential	U.S. Merchant Mariner Credential
MMD	Merchant Mariner Document	U.S. Merchant Mariner Document
N	National Picture ID	Government Issued Picture ID(US)

Code	Description	Document Types
NEXUS	Nexus	Nexus
NTV_US	Native American	Native American
O	Certificate of Naturalization	Certificate of Naturalization
OD	Official Government Document	Official Government Document
P	Passport	Passport Number
PPC	Passport Card	Passport Card
R	Residence Permit	Residence Permit
RID	Regional ID	Government Issued Picture ID(US)
SENTRI	SENTRI	SENTRI
SFR	Seafarer's Identification Document	Seafarer's Identification Document
TP_RFG	TP - Refugee Travel Document	TP - Refugee Travel Document
TRANS	Transportation Worker Identification Credential	Transportation Worker Identification Credential
TRBC	Tribal Card (IC)	Tribal Card (IC)
TRBC2	Tribal Card (II)	Tribal Card (II)
TR_REE	TR - Permit to Re-enter	TR - Permit to Re-enter
TT	Travel Title	Government Issued Picture ID(US)
US_GID	Government Issued Picture ID(US)	Government Issued Picture ID(US)
US_PRC	U.S. Permanent Resident Card	U.S. Permanent Resident Card
CA_GID	Canada Government Issued Picture ID	Government. Issued Picture ID (CANADA)
C	U.S. Government Issued Picture ID	Government Issued Picture ID(US)
V	U.S. Government Issued Picture ID	Government Issued Picture ID(US)