

Oracle® Hospitality Cruise Shipboard Property Management System ENOAD Interface User Guide



Release 23.1
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The Oracle logo, consisting of a solid red square with the word "ORACLE" in white, uppercase, sans-serif font centered within it.

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Oracle Hospitality Cruise Shipboard Property Management System ENOAD Interface User Guide, Release 23.1

F84831-01

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Preface

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

Audience

This document is intended for Ship's System Administrator and/or Application Specialists of Oracle Hospitality Cruise Shipboard Property Management System (SPMS).

Customer Support

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

<https://iccp.custhelp.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
- 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/cruise.html>.

Revision History

Table 1 Revision History

| Date | Description of Change |
|--------------|-----------------------|
| October 2023 | Initial publication. |

1

System Parameters

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

Table 1-1 PAR Group ENOAD UK

| PAR Name | PAR Value | Description |
|---|----------------|--|
| 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 | | Obtain from NVMC website the relevant NVMC Web Service SOAP Action for the ENOAD System. |
| ENOAD Web Service SOAPHeader | | Obtain from NVMC website the NVMC Web Service SOAP Header for the ENOAD System. |
| ENOAD Web Service URL | | Obtain from NVMC website the NVMC Web Service URL for the ENOAD System. |

Table 1-1 (Cont.) PAR Group ENOAD UK

| 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 |

Table 1-1 (Cont.) PAR Group ENOAD UK

| PAR Name | PAR Value | Description |
|----------------------------------|-----------|---|
| Mandatory Fields For <CARGO> | <element> | <p>Specify the mandatory XML fields for <CARGO> element that eNOAD program checks during file creation. Use Comma Delimited Values.</p> <p>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.</p> <p>For example, GENERAL_DESC, CDC_ON_BOARD</p> |
| Mandatory Fields For <COMP_CERT> | <element> | <p>Specify the mandatory XML fields for <COMP_CERT> element that eNOAD program will check during file creation. Use Comma Delimited Values.</p> <p>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.</p> <p>For example, ISSUED_DT, EXPIRATION_DT, AGENCY</p> |
| Mandatory Fields For <CONTACT> | <element> | <p>Specify the mandatory XML fields for <CONTACT> element that eNOAD program will check for during file creation. Use Comma Delimited Values.</p> <p>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.</p> <p>For example, NAME, PHONE</p> |
| Mandatory Fields For <CREW> | <element> | <p>Specify the mandatory XML fields for <CREW> element that eNOAD program checks during file creation. Use Comma Delimited Values.</p> <p>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.</p> <p>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</p> |

Table 1-1 (Cont.) PAR Group ENOAD UK

| PAR Name | PAR Value | Description |
|----------------------------------|-----------|---|
| Mandatory Fields For <DEPART> | <element> | <p>Specify the mandatory XML fields for <DEPART> element that eNOAD program will check during file creation. Use Comma Delimited Values.</p> <p>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.</p> <p>For example, DEPART_DT, DEPART_TIME, PORT_NAME, CITY, STATE, PLACE</p> |
| Mandatory Fields For <ISSC> | <element> | <p>Specify the mandatory XML fields for <ISSC> element that eNOAD program will check during file creation. Use Comma Delimited Values.</p> <p>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.</p> <p>For example, ISSUED_DT, VSP_IMPLEMENTATION, ISSC_TYPE, INTERIM_ISSC, FLAG_ADMINISTRATION, FLAG_ADMINISTRATION_CODE, CSO_NAME, CSO_PHONE</p> |
| Mandatory Fields For <LAST_PORT> | <element> | <p>Specify the mandatory XML fields for <LAST_PORT> element that eNOAD program checks during file creation. Use Comma Delimited Values.</p> <p>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.</p> <p>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</p> |
| Mandatory Fields For <NEXT_PORT> | <element> | <p>Specify the mandatory XML fields for <NEXT_PORT> element that eNOAD program checks during file creation. Use Comma Delimited Values.</p> <p>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.</p> <p>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</p> |

Table 1-1 (Cont.) PAR Group ENOAD UK

| PAR Name | PAR Value | Description |
|---------------------------------------|-----------|---|
| Mandatory Fields For <NONCREW> | <element> | <p>Specify the mandatory XML fields for <NONCREW> element that eNOAD program checks during file creation. Use Comma Delimited Values.</p> <p>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.</p> <p>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</p> |
| Mandatory Fields For <NONCREW> 1 | <element> | <p>Specify the mandatory XML fields for <NONCREW> element that eNOAD program checks during file creation. Use Comma Delimited Values. (Continued)</p> <p>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.</p> <p>For example, EMBARK_COUNTRY, EMBARK_COUNTRY_CODE, EMBARK_STATE, EMBARK_PORT_NAME, EMBARK_PORT_CODE, EMBARK_DATE</p> |
| Mandatory Fields For <NOTICE_DETAILS> | <element> | <p>Specify the mandatory XML fields for <NOTICE_DETAILS> element that eNOAD program checks during file creation. Use Comma Delimited Values.</p> <p>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.</p> <p>For example, CREATED_DATE_TIME, NOTICE_ID, NOTICE_TRANSACTION_TYPE, NOTICE_TYPE, VERSION</p> |

Table 1-1 (Cont.) PAR Group ENOAD UK

| PAR Name | PAR Value | Description |
|--|-----------|---|
| Mandatory Fields For <PREVIOUS_FOREIGN_PORT_LIST> | <element> | <p>Specify the mandatory XML fields for <PREVIOUS_FOREIGN_PORT_LIST> element that eNOAD program checks during file creation. Use Comma Delimited Values.</p> <p>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.</p> <p>For example, ARRIVAL_DT, DEPARTURE_DT, PREVIOUS_COUNTRY, PREVIOUS_COUNTRY_CODE, PREVIOUS_PORT_NAME, PREVIOUS_PORT_CODE, PREVIOUS_PLACE</p> |
| Mandatory Fields For <REPORTING_PARTY> | <element> | <p>Specify the mandatory XML fields for <REPORTING_PARTY> element that eNOAD program checks during file creation. Use Comma Delimited Values.</p> <p>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.</p> <p>For example, NAME, EMAIL, COMPANY</p> |
| Mandatory Fields For <SFTYMGMT_CERT> | <element> | <p>Specify the mandatory XML fields for <SFTYMGMT_CERT> element that eNOAD program checks during file creation. Use Comma Delimited Values.</p> <p>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.</p> <p>For example, ISSUED_DT, EXPIRATION_DT, AGENCY</p> |
| Mandatory Fields For <VESSEL> | <element> | <p>Specify the mandatory XML fields for <VESSEL> element that eNOAD program checks during file creation. Use Comma Delimited Values.</p> <p>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.</p> <p>For example, NAME, CALL_SIGN, ID_NUM, ID_TYPE, FLAG, FLAG_CODE, OWNER, OPERATOR, CLASS_SOCIETY, CHARTERER, OCE, OCE_DESC, NTVRP_NUMBER</p> |

Table 1-1 (Cont.) PAR Group ENOAD UK

| PAR Name | PAR Value | Description |
|-----------------------------------|-----------|--|
| Mandatory Fields For <VESSEL_LOC> | <element> | <p>Specify the mandatory XML fields for <VESSEL_LOC> element that eNOAD program checks during file creation. Use Comma Delimited Values.</p> <p>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.</p> <p>For example, LOCATION_DESC, LAT_DEG, LAT_MIN, LAT_SEC, N_S, LONG_DEG, LONG_MIN, LONG_SEC, E_W</p> |
| Mandatory Fields For <VOYAGE> | <element> | <p>Specify the mandatory XML fields for <VOYAGE> element that eNOAD program checks during file creation. Use Comma Delimited Values.</p> <p>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.</p> <p>For example, VOYAGE_TYPE</p> |
| Mandatory First Name Field | 1 | <p>1 - First Name Mandatory for expected crew or passengers</p> <p>0 – Not mandatory for First Name</p> <p>Only crew/passenger records that contain this information is included in ENOAD Manifest submission when expected crew/passenger is chosen during file creation.</p> |
| Mandatory Gender Field | 1 | <p>1 - Gender is mandatory for expected crew or passengers</p> <p>0 – Not mandatory for gender</p> <p>Only crew/passenger records that contain this information is included in ENOAD Manifest submission when expected crew/passenger is chosen during file creation.</p> |
| Mandatory ID Field | 1 | <p>1 - Passport (or other form of identification) is mandatory for expected crew or passengers.</p> <p>0 – Not mandatory for passport</p> <p>Only crew/passenger records that contain this information is included in ENOAD Manifest submission when expected crew/passenger is chosen during file creation.</p> |
| Mandatory Last Name Field | 1 | <p>1 - Last Name is mandatory for expected crew or passengers</p> <p>0 – Not mandatory for last name</p> <p>Only crew/passenger records that contain this information is included in ENOAD Manifest submission when expected crew/passenger is chosen during file creation.</p> |

Table 1-1 (Cont.) PAR Group ENOAD UK

| PAR Name | PAR Value | Description |
|----------------------------------|---------------|--|
| 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 |
| 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 |
| Gender Description List | <Gender_Desc> | To specify XML fields for <GENDER> element which ENOAD will check for upon file creation. Use <> Delimited Values. For example, <Male><Female><Other> |

2

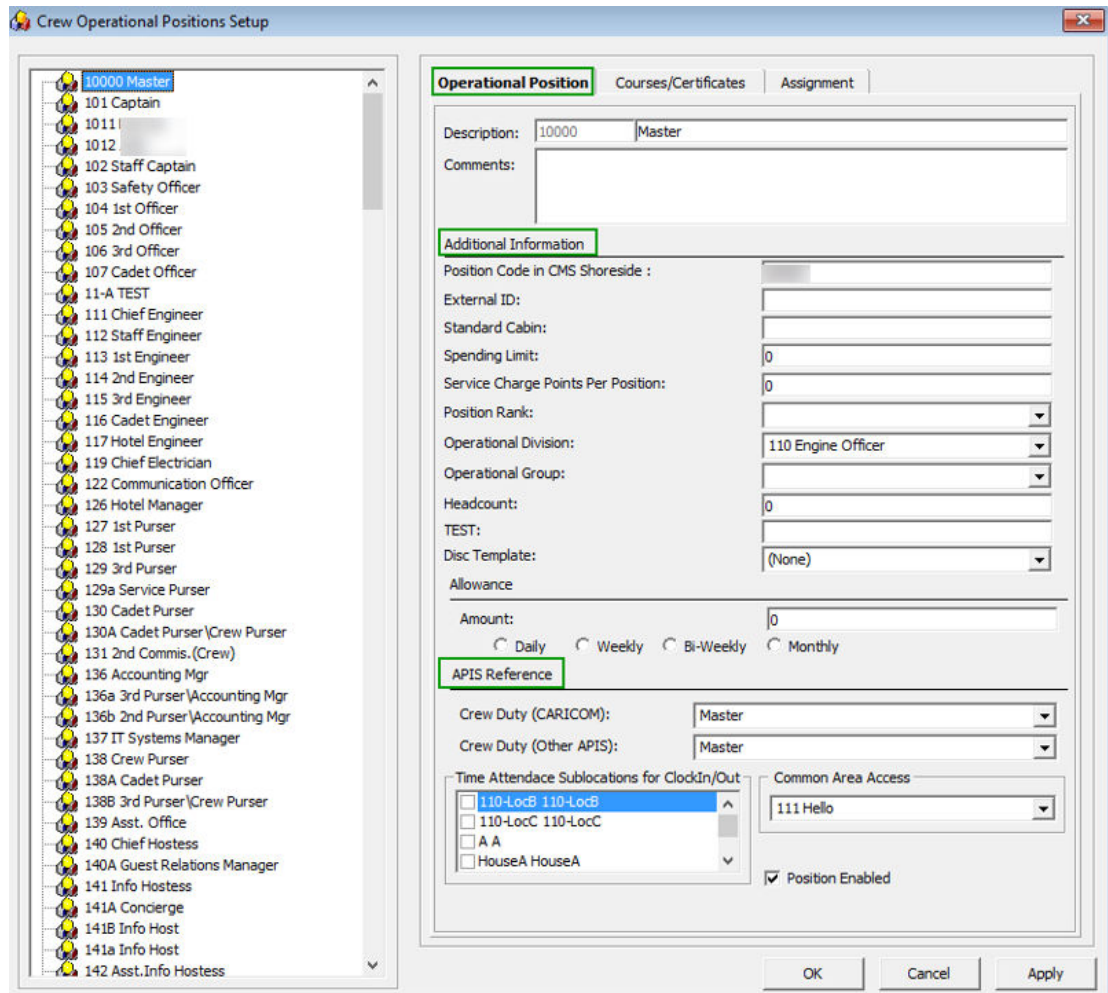
System Configuration

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

Operational Position Setup

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

Figure 2-1 Crew Operational Position Setup



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

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 the Crew Duty (CARICOM) position
 - b. Define the Crew Duty (Other APIS) position
6. Click **OK** to save.

APIS XML Setup

You must upload the related APIS XML files into SPMS database. The affected tables are below:

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 |
| Gender List | Gender_List.xml | PAR |

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

Figure 2-2 Sample Invalid Crew Record

```

InvalCrewType.log - Notepad
File Edit Format View Help
07 Apr 2017 09:52:02

Full path of this log is at [REDACTED]

Following crew type(s) are not specified as per [REDACTED] .. Please correct and try again.

NOT PROVIDED =>      OPO record = 136b - 2nd Purser\Accounting Mgr
NOT PROVIDED =>      OPO record = 394 - Hostess\Immigration
NOT PROVIDED =>      OPO record = 846 - Tour Leader
NOT PROVIDED =>      OPO record = 297 - Electronic Tech.
NOT PROVIDED =>      OPO record = 511 - Bar Boy
NOT PROVIDED =>      OPO record = 271a - Waiter
NOT PROVIDED =>      OPO record = 272a - Asst. Waiter Room Serv.
NOT PROVIDED =>      OPO record = 273a - Asst. Maitre d'Hotel
NOT PROVIDED =>      OPO record = 138A - Cadet Purser
NOT PROVIDED =>      OPO record = 301a - F&B Manager - ICS Supervisor
NOT PROVIDED =>      OPO record = 365a - Coffemaker
NOT PROVIDED =>      OPO record = 266 - Captain Station IC
NOT PROVIDED =>      OPO record = 276 - Captain Station IG
NOT PROVIDED =>      OPO record = 285 - Captain Station CDM
NOT PROVIDED =>      OPO record = 286 - Captain Waiter
NOT PROVIDED =>      OPO record = 512 - Wine keeper
NOT PROVIDED =>      OPO record = 122 - Communication Officer
NOT PROVIDED =>      OPO record = 219 - Night supervisor
NOT PROVIDED =>      OPO record = 306 - Yeoman
NOT PROVIDED =>      OPO record = 195A - Asst. Electronic Technician

```

Ship Information Setup

To generate a report, you must first setup the Ship information in the ENOAD application.

Figure 2-3 Standard Parameter Configuration Window

The screenshot shows the 'Standard Parameter Configuration' window with the 'Ship Information Setup' tab selected. The window is organized into several sections:

- Ship Details:** Includes fields for Ship Name (Demo), Call Sign, ID Type (IMO Number), ID Number, Flag, Owner, Operator, Class Society, Charterer, Gross Tonnage (Less Than 300 Tonnes) with Yes/No radio buttons, Vessel Tonnage, MMSI Number, and In Ballast with Yes/No radio buttons.
- Reporting Party:** Includes fields for Person Name, Phone, Fax, E-Mail, and Company Name.
- 24-hour Ship Contact:** Includes fields for Name, Company, Phone, Fax, and E-Mail.
- Document Of Compliance Certificate:** Includes Issue Date (2018-08-24), Expiration Date (2023-09-15), and Agency.
- Safety Management Certificate:** Includes Issue Date (2013-06-11), Expiration Date (2023-04-22), and Agency.
- International Ship Security Certificate:** Includes Issue Date (2018-04-10), ISSC Type, ISSC Type Desc, ISSC Flag Admin/RSO, CS Officer Name, CS Officer Phone, CS Officer Fax, CS Officer E-Mail, Vessel Security Plan Implemented (checked), Vessel Response Plan (unchecked), VRP Number, and CVSSA Onboard (checked).

At the bottom right, there is a legend for 'Required Field' and 'OK'/'Cancel' buttons.

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.

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 the following table and figures for symbol use in the port setup.

Figure 2-4 Harbours/Ports Setup

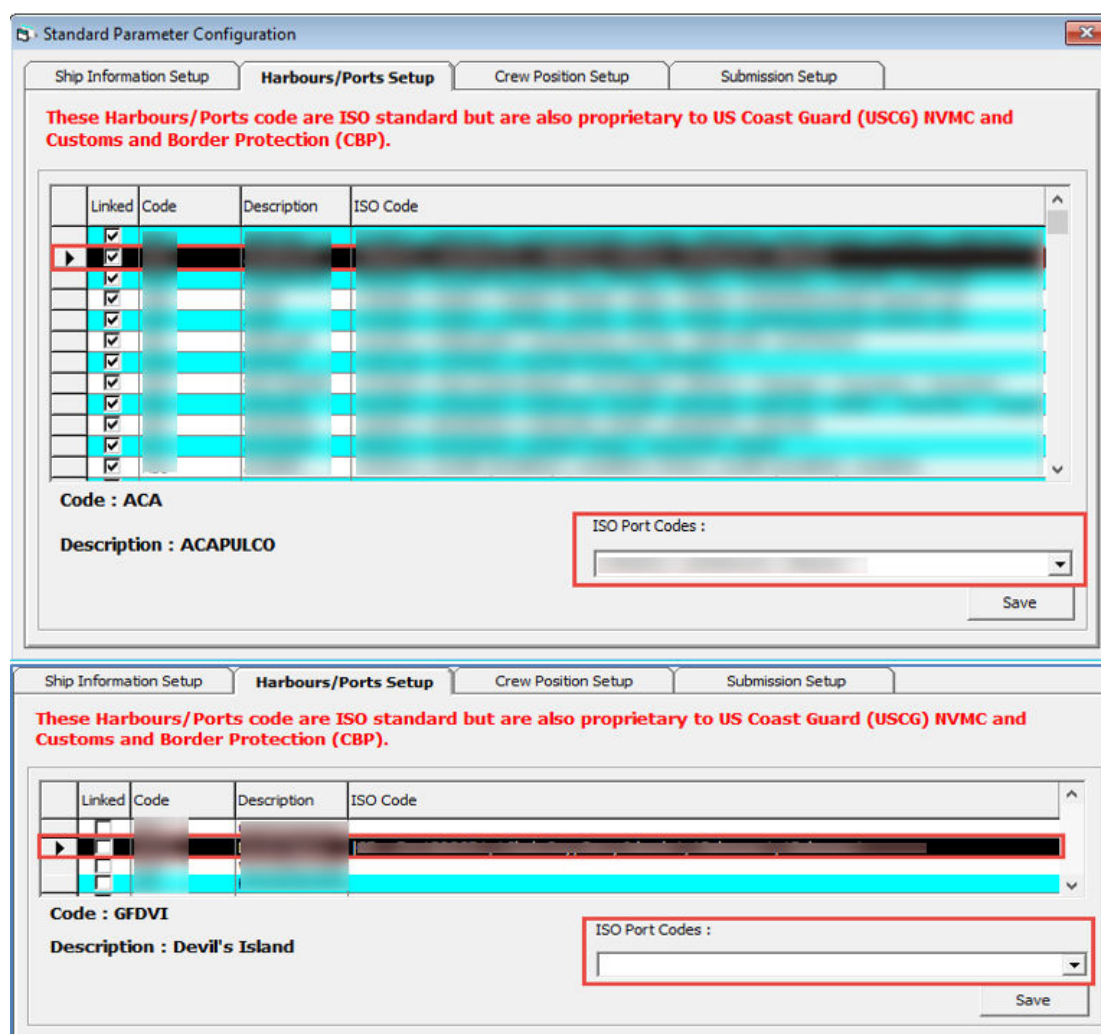


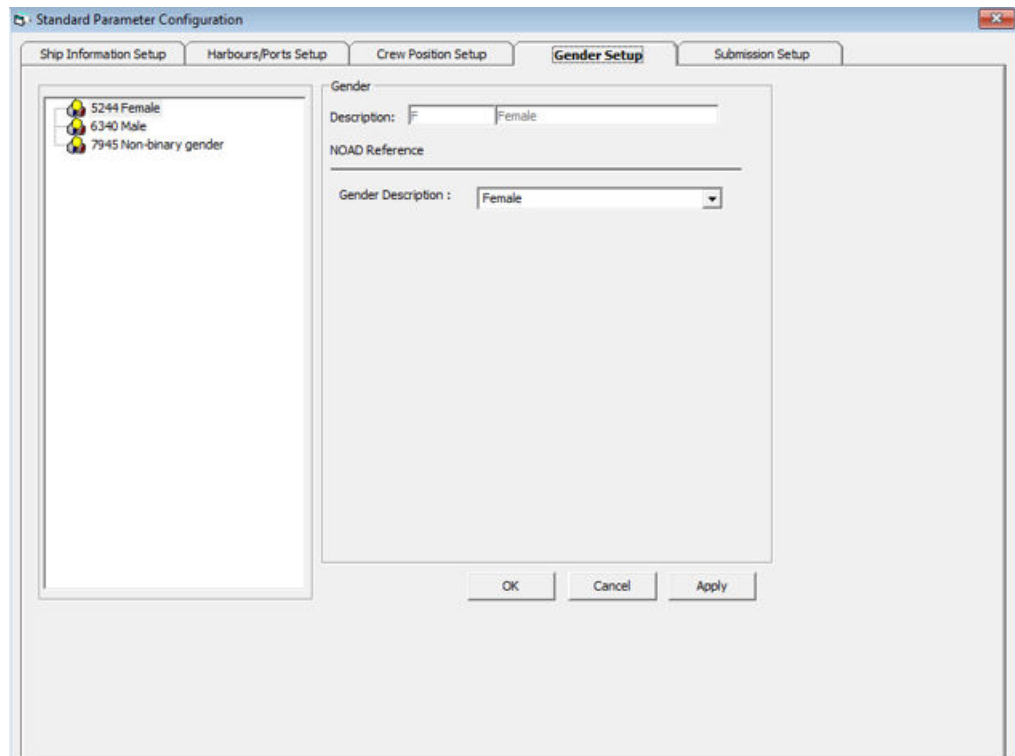
Table 2-2 APIS Port Type and Symbols

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

Gender Setup

The gender setup is required in the ENOAD gender references.

1. Log in to the Administration module, select **Gender Setup**, select the **Gender** from the left panel, and in the **Gender Description**, select a gender from the drop-down list.
2. Click **OK** to save.

Figure 2-5 Gender Setup

Submission File Setup

The Submission Setup tab is where you define the WebService Submission path that supports manual report generation and online submission. You are to obtain the URL from your agent/representative.

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

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 you wish to save the file to a default location. If this is not 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, the system prompts an error message 'Invalid path [path]'.

Document Type Setup

You must map the Document Types accepted in SPMS 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 and in the **APIS <ID_TYPE> Mapping** field, enter the hard coded document type. See [Document Type Mapping Field](#) for more information.
4. Click **OK** to save.

3

Creating Arrival/Departure Notice

There are two Data Submission methods for eNOAD

- Submit by Web

The generated data is submitted to eNOAD Web Services directly based on the setup in Submission Setup. This is the preferred method for electronic data submission.

- Submit by File

The generated data is in an XML file format and you can submit the file and notify the eNOAD authorities via email.

The following section describes the steps to create the ENOAD file for submission.

1. Run **ENOAD UK.exe**
2. Select **ENOAD Transfer, ENOAD File Creation** from the menu option.
3. At the Create Arrival/Departure Notice screen, update all the fields required by APIS and then click **Next**.

Figure 3-1 Create Arrival/Departure Notice

The screenshot shows the 'Create Arrival/Departure Notice' window with the following data entered:

- Voyage Setting:**
 - Notice Transaction Type: Initial
 - Notice Type: Arrival
 - Manual Notice ID: (empty)
 - Voyage Type: (empty)
 - Account Selection: Not Specified
 - Expected Account: Not Specified, 2017-11-24
 - Voyage Duration: No
 - Location Description: (empty)
 - Latitude & Longitude: (empty)
 - OCE: (empty)
- Arrival Information:**
 - Date: 2017-11-24
 - Time: 00:00:01
 - Estimated Departure Date: 2017-11-24
 - Estimated Departure Time: 23:59:59
 - Country: (empty)
 - Port Name: (empty)
 - State: (empty)
 - City: (empty)
 - Place (if Port not available): (empty)
 - Facility (arrival only): (empty)
 - Anchorage (arrival only): (empty)
 - Longshoreman Work: Not Specified
- Last Port Information:**
 - Arrival Date: 2017-11-23
 - Departure Date: 2017-11-23
 - Country: (empty)
 - Port Name: (empty)
 - State: (empty)
 - Place (if Port not available): (empty)
 - Close Loop Voyage:

Buttons at the bottom: Submit By File, Submit By Web, Back, Next, Cancel.

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 Information

The screenshot shows a web form titled "Create Arrival/Departure Notice". It contains several sections for port information:

- Default Embarkation Ports:** Country, Port Name, State.
- Default Disembarkation Ports:** Country, Port Name, State.
- Second Foreign Port:** Arrival Date (2015-08-21), Departure Date (2015-08-21), Country, Port Name, Place (if Port not available).
- Third Foreign Port:** Arrival Date (2015-03-01), Departure Date (2015-03-01), Country, Port Name, Place (if Port not available).
- Include Previous Foreign Port Information:** A checked checkbox.
- First Foreign Port:** Arrival Date (2015-08-27), Departure Date (2015-08-27), Country, Port Name, Place (if Port not available).
- Fourth Foreign Port:** Arrival Date (2014-09-23), Departure Date (2014-09-23), Country, Port Name, Place (if Port not available).
- Fifth Foreign Port:** Arrival Date (2014-09-21), Departure Date (2014-09-21), Country, Port Name, Place (if Port not available).

At the bottom, there are buttons for "Submit By File", "Submit By Web", "Back", "Next", and "Cancel". A "Web Submission Ready" indicator is present.

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

Figure 3-3 Create Arrival/Departure Notice Validation

The screenshot shows the same form as Figure 3-2, but with a data grid displayed. The grid has the following columns: Type, Name, Travel Dates, ID No/Expiry, ID Type, Birth Date, Nation, and Gender. The data is as follows:

| Type | Name | Travel Dates | ID No/Expiry | ID Type | Birth Date | Nation | Gender |
|------|--------------------|--------------------------|--------------|----------|------------|--------|--------|
| CREW | Bar Service | 10/31/2012 06/08/2020 | | Passport | | | |
| CREW | Chief Purser | 10/31/2012 06/08/2020 | | Passport | | | |
| CREW | Housekeeping Staff | 10/31/2012 06/08/2020 | | Passport | | | |
| CREW | Bar Service | 10/31/2012 06/08/2020 | | Passport | | | |
| CREW | Bar Service | 10/31/2012 06/08/2020 | | Passport | | | |
| CREW | Motorman | 10/31/2012 07/09/2016 | | Passport | | | |
| CREW | Food Service | 10/31/2012 07/09/2016 | | Passport | | | |
| CREW | Provision Master | 10/31/2012 07/09/2016 | | Passport | | | |
| CREW | Facilities Crew | 10/31/2012 06/08/2020 | | Passport | | | |
| CREW | Motorman | 10/31/2012 07/09/2016 | | Passport | | | |
| CREW | Food Service | 10/31/2012 07/09/2016 | | Passport | | | |
| CREW | Food Service | 10/31/2012 06/08/2020 | | Passport | | | |
| CREW | Food Service | 10/31/2012 06/08/2020 | | Passport | | | |
| CREW | Food Service | 10/31/2012 06/08/2020 | | Passport | | | |

Below the grid, there is a "Validate Data" button and a message: "Validate data will ensure the submission information is sufficient. If there is any missing or invalid data, a log file will be created for reference." At the bottom, there are buttons for "Submit By File", "Submit By Web", "Back", "Process", and "Cancel". A "Web Submission Ready" indicator is present.

- 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 you have provided all the mandatory information 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?”**.

7. Click **Yes** on the confirmation prompt to continue.
8. Select to submit the report by file or web, and then click **Process**.
9. You will receive a notification prompt that the file is created and submitted successfully. Click **OK** to close the window.

A

Appendix

The following section lists the mapping codes available to the ENOAD interface.

Document Type Mapping Fields

Table A-1 eBorderUK 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 |

Table A-1 (Cont.) eBorderUK Document Type

| Code | Description | Document Types |
|-------------|---|---|
| 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) |
| 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) |