

Oracle Hospitality Cruise Shipboard Property Management System ENOAD Interface User Guide



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Contents

Preface

1 System Parameters

2 System Configuration

3 Creating Arrival/Departure Notice

A Appendix

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.
February 2025	Corrected the program executable name and table captions

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

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><MONTSEERRAT><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

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

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

Table 1-1 (Cont.) PAR Group ENOAD

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
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

Table 1-1 (Cont.) PAR Group ENOAD

PAR Name	PAR Value	Description
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
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

Table 1-1 (Cont.) PAR Group ENOAD

PAR Name	PAR Value	Description
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
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

Table 1-1 (Cont.) PAR Group ENOAD

PAR Name	PAR Value	Description
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.
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

Table 1-1 (Cont.) PAR Group ENOAD

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
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

The screenshot shows the 'Crew Operational Positions Setup' window. On the left is a list of positions, with '10000 Master' selected. The main area on the right is divided into tabs: 'Operational Position', 'Courses/Certificates', and 'Assignment'. The 'Operational Position' tab is active, displaying various configuration fields. The 'Description' field contains '10000 Master'. Below it is a 'Comments' field. The 'Additional Information' section includes fields for 'Position Code in CMS Shoreside', 'External ID', 'Standard Cabin', 'Spending Limit' (set to 0), 'Service Charge Points Per Position' (set to 0), 'Position Rank' (a dropdown), 'Operational Division' (set to '110 Engine Officer'), 'Operational Group' (a dropdown), 'Headcount' (set to 0), 'TEST', and 'Disc Template' (set to '(None)'). The 'Allowance' section has an 'Amount' field (set to 0) and radio buttons for 'Daily', 'Weekly', 'Bi-Weekly', and 'Monthly'. The 'APIS Reference' section includes 'Crew Duty (CARICOM)' and 'Crew Duty (Other APIS)' (both set to 'Master'), a list of 'Time Attendance Sublocations for ClockIn/Out' (with '110-LocB 110-LocB' selected), and a 'Common Area Access' dropdown (set to '111 Hello'). A 'Position Enabled' checkbox is checked at the bottom right. The window has 'OK', 'Cancel', and 'Apply' buttons at the bottom.

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.

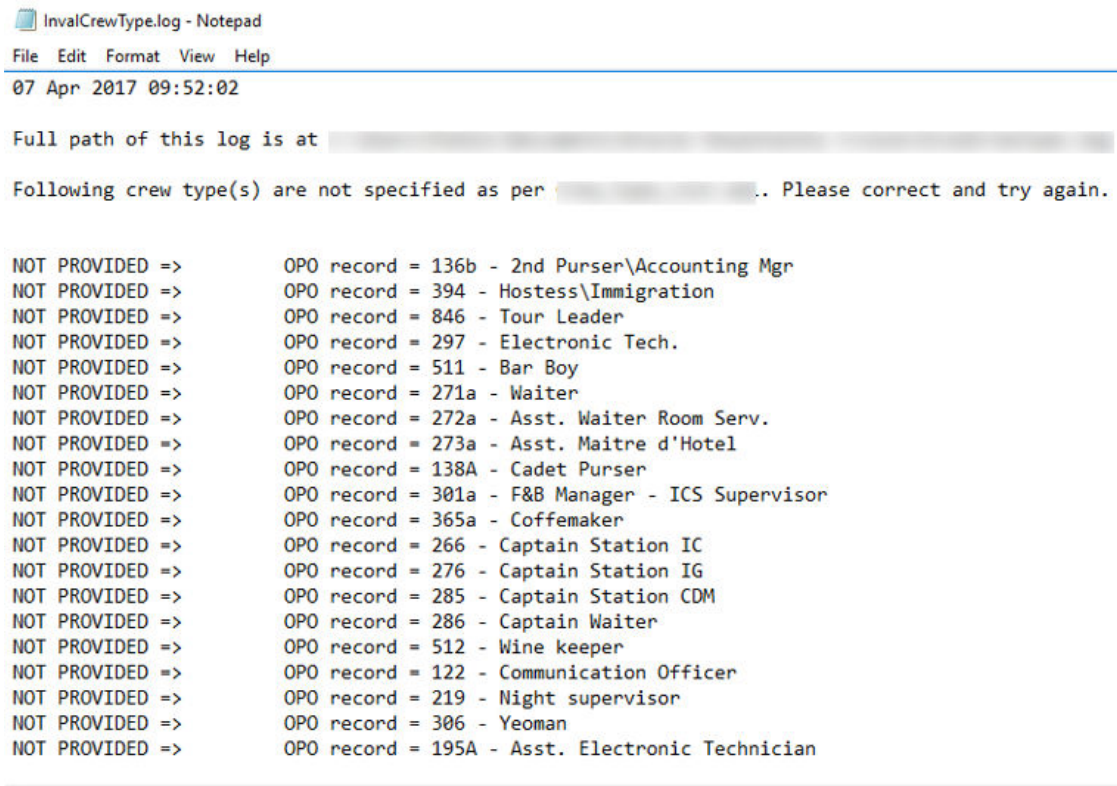
APIS XML Setup

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 divided into several sections for data entry:

- 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, and checkboxes for Vessel Security Plan Implemented, Vessel Response Plan, and CVSSA Onboard. A VRP Number field is also present.

At the bottom right, there is a legend for 'Required Field' (indicated by an asterisk) and 'OK' and '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

Standard Parameter Configuration

Ship Information Setup **Harbours/Ports Setup** Crew Position Setup Submission Setup

These Harbours/Ports code are ISO standard but are also proprietary to US Coast Guard (USCG) NVMC and Customs and Border Protection (CBP).

Linked	Code	Description	ISO Code
☒	ACA	ACAPULCO	
☒			
☒			
☒			
☒			
☒			
☒			
☒			
☒			
☒			
☒			

Code : ACA

Description : ACAPULCO

ISO Port Codes :

Save

Standard Parameter Configuration

Ship Information Setup **Harbours/Ports Setup** Crew Position Setup Submission Setup

These Harbours/Ports code are ISO standard but are also proprietary to US Coast Guard (USCG) NVMC and Customs and Border Protection (CBP).

Linked	Code	Description	ISO Code
☒	GFDVI	Devil's Island	
☒			
☒			
☒			
☒			
☒			
☒			
☒			
☒			
☒			
☒			

Code : GFDVI

Description : Devil's Island

ISO Port Codes :

Save

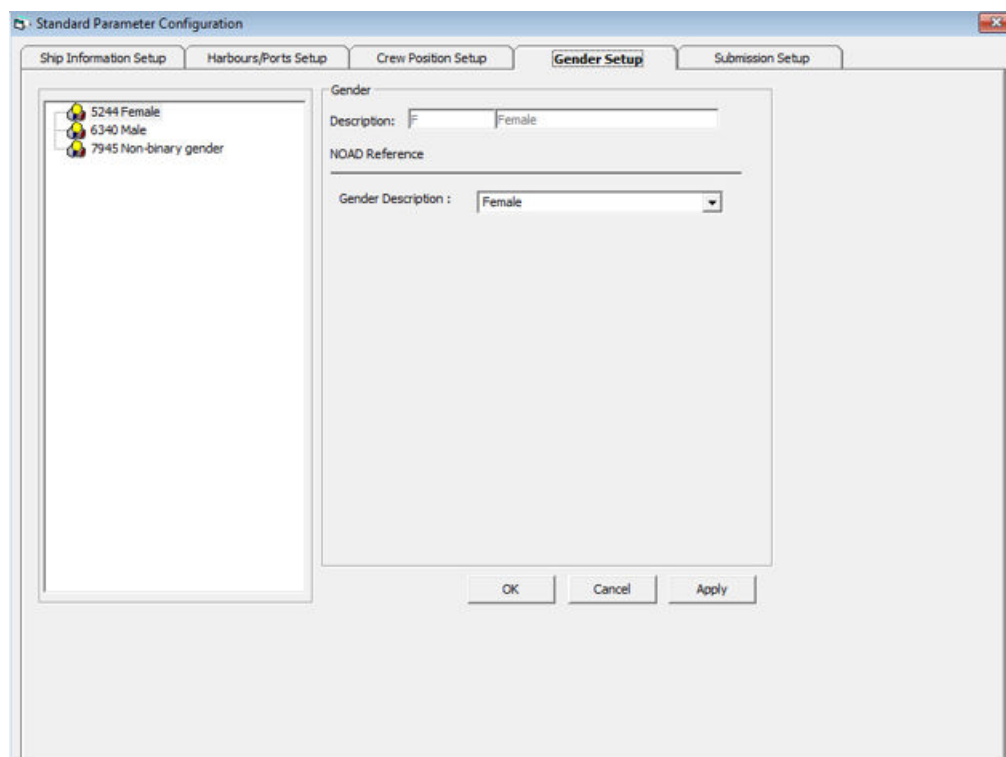
Table 2-2 APIS Port Type and Symbols

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.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

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 the 'Create Arrival/Departure Notice' form with the following sections:

- Default Embarkation Ports:** Country, Port Name, State.
- Default Disembarkation Ports:** Country, Port Name, State.
- Include Previous Foreign Port Information:** (checked)
- First Foreign Port:** Arrival Date (2015-08-27), Departure Date (2015-08-27), Country, Port Name, Place (if Port not available).
- 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).
- 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 'Web Submission Ready', 'Submit By File', 'Submit By Web', 'Back', 'Next', and 'Cancel'.

- 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 'Create Arrival/Departure Notice' form with a validation grid. 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		10/31/2012		Passport			

Below the grid, there is 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.' and a 'Validate Data' button.

At the bottom, there are buttons for 'Web Submission Ready', 'Submit By File', 'Submit By Web', 'Back', 'Process', and 'Cancel'.

- 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 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

Table A-1 (Cont.) ENOAD Document Type

Code	Description	Document Types
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)