

## **How to apply for shore-based stock in the purchase plan interface on the web side (document)**

After the approval of the items purchased by the ship, if the shore-based stock is sufficient, it can be directly applied for from the shore-based, saving the time of purchase inquiry and quotation.

(This document shows the operation of "marine stores" as an example)

Users can log in to the OLISS Web side, and in the " Purchase Management → Purchase Plan " interface, they can operate according to the following steps:

Workbench 28954 Vessel Monitor Find Switching System EN 孙行舟

Stock Management > Spare Parts Marine Stores Oil Chart **Combined Items to Inquiry** Purchase Application to Inquiry

Enter the "Combined Items to Inquiry" interface

Sort by Items(Combine similar items) Keywords Searching Search Reset

Stores Name/Code	Stores Specification	Stores Description	Qty	Vessel	Appl. Dept.	Appl. Info	Priority Level	Purchase Plan Type	Cancel All
Treadmills Code Number:110106	Non-Foldable Treadmills, AC110V	Foldable Tread...	Apply for Purchasing 10Set: Approve: 10 Set Unreceived 12Set	LINK OCEAN 14	Engine Dept.	Apply for ship supply/2022-01-06(张)	Normal	Other	Cancel P urchase
Cross Trainer Code Number:110108 [123]	Cross	The cross-trainer.	Apply for Purchasing 10Set: Approve: 10 Set Unreceived 23Set	LINK OCEAN 14	Engine Dept.	Apply for ship supply/2022-01-06(张)	Normal	Other	Cancel P urchase
Bathroom Scale(Analog Type) Code Number:110270	0-100kgs	Spring balanced...	Apply for Purchasing 3Piece: Approve: 3 Piece Unreceived 3Piece	LINK OCEAN 14	Engine Dept.	Apply for ship supply/2021-10-29(张)	Normal	Other	Cancel P urchase
Waterless Hand Cleaner Code Number:550271	Hand cleaner,Waterless,"YUNISOL-T",1kg	Dissolves greas...	Apply for Purchasing 40Tin: Approve: 40 Tin Unreceived 40Tin	LINK OCEAN 14	Engine Dept.	Apply for ship supply/2022-11-24(张)	Normal	Monthly Purchase	Cancel P urchase
Socket for Impact Wrench Code Number:590201	9.5mm(3/8")SQ Drive Socket Size:(S)Opening:6mm,Overall(L) Length:25mm,For Bolt Size:M3.5mm	Heavy duty sk...	Apply for Purchasing 2Pc: Approve: 2 Pc Unreceived 2Pc	LINK OCEAN 1	Deck Dept.	Apply for ship supply/2019-03-19(张)	Top Urgent		Cancel P urchase
Hydraulic Pump for Bearing Puller	Capacity up to 50ton Max Required Pressure:70Mpa,100L Oil Can	The hydraulic p...	Apply for Purchasing 5Pc: Approve: 5 Pc Unreceived 5Pc	LINK OCEAN 1	Deck Dept.	Apply for ship supply/2019-11-05(张)	Normal		Cancel P urchase

1. Click "Purchase Plan"

2. For purchasing items, the system will display both shore-based stock and vessel stock. Purchasing personnel can operate stock application based on the actual purchase quantity and shore-based stock

3. Select the purchased goods of the same ship/ department, and then click the "Shopping Cart Icon"

9 Total 100Total/Page

### Shopping Cart

No.	Stores Name	Code Number	Purchase ...	Shore-based Stock	Other Ship Stock	Annual Agreement Price	Operation
1	Cotton Working Glove	190103	7	9	117		Stock Transfer Move out
2	NAVTEX	79010290	11	368	0		Stock Transfer Move out

Show "Shore-based Stock"

4. Click "Store Migrate" to jump to the Store Migrate interface

Store Migrate Quick Inquiry Select Suppliers

Application No.: HH1-SA-24121802 (Ocean Link 01 - Marine Stores - Engine Dept.)

**Priority Level \***  **Date of Receipt \***  **Place of Receipt \***

**Apply Reason \***

0 / 500

5. Select priority level, date of receipt, and fill in the place of receipt and apply reason

**Add Item** Application Items: 2

Appl Items No.	Stores Name	Code Number	Stores Specificati...	Stores Description	Unit	Available stock o...	Store List	Unreceived ⓘ	Apply Qty	Apply Remarks	Operation
1	NAVTEX ⓘ	79010290			台	368	11	11	<input type="text" value="2"/>	<input type="text" value="Please enter"/>	<input type="button" value="✓"/> <input type="button" value="✖"/>
2	GPS ⓘ	79010291			台	369	1	1	<input type="text" value="1"/>	<input type="text" value="Please enter"/>	<input type="button" value="✓"/> <input type="button" value="✖"/>

Click to modify the apply quantity and fill in the apply remarks

6. Click \* Submit\*