

Operation of maritime service providers (document)

1. Add/modify "Maritime Service Provider"

Users can log in to the OLISS Web side, and click to enter "Address Book → Maritime Service Provider" interface, the default is the address book interface, you can query the target service provider by keywords, click "Add", enter the interface of adding service provider: fill in the company name, contact person, status, select the service type, you can also fill in the business registration number, contact phone number and other information, fill in the remarks according to the actual situation, upload the attachment, and finally click "Confirm". Click "Edit" and "Delete" to perform the corresponding operation.

The screenshot displays the OLISS web interface. The top navigation bar includes 'Workbench 30889', 'Vessel Monitor', and 'Find'. The left sidebar shows a menu with 'Address Book' and 'Maritime Service Provider' highlighted. The main content area shows a table of service providers with columns for No., Company Abbreviation, Service Type, Contact Person, Contact Job Title, Contact Email, Contact Phone, Valid, and Operation. Red annotations include: '1. Click to enter the Maritime Service Provider interface' pointing to the 'Maritime Service Provider' menu item; '2. click "Add"' pointing to the 'Add' button; '3. Click "Edit" and "Delete" to perform the corresponding operation' pointing to the 'Edit' and 'Delete' buttons for the 8th entry. A search bar at the top right is labeled 'you can query the target service provider by keywords'.

No.	Company Abbreviation	Service Type	Contact Person	Contact Job Title	Contact Email	Contact Phone	Valid	Operation
1	江阴澄西船舶航修有限公司	Maintenance service	缪建澄		op*****8@csschx.com	(+86) 13*****	Valid	Edit Delete
2	南通江河通讯电子有限公司	Maintenance service	白龙		8*****2@qq.com	(+86) 13*****5	Valid	Edit Delete
3	上海港复兴船务有限公司	Other	杨智		y*****@fxcw.com	(+86) 13*****0	Valid	Edit Delete
4	上海是旺贸易有限公司	Other	黄总		21*****@qq.com	(+86) 135*****2	Valid	Edit Delete
5	张家港保税区长航船舶燃料供应有限公司	Other	苏总		123*****@qq.com	(+86) 13*****8	Valid	Edit Delete
6	张家港海顺船舶工程服务有限公司	Maintenance service	魏明成		o*****g@vip.163.com	(+86) 138*****	Valid	Edit Delete
7	张家港市港鸿船舶服务有限公司	Other	朱总		ga*****g@live.com	(+86) 13*****8	Valid	Edit Delete
8	张家港市金港三友印刷厂	Other	张理全		283*****6@qq.com	(+86) 1891*****0	Valid	Edit Delete
9	张家港市科信船舶设备制造有限公司	Maintenance service	陈燕		c*****@vip.163.com	(+86) 13*****5	Valid	Edit Delete
10	张家港市润海船务有限公司	Other	孙长松		780*****@qq.com	(+86) 1381*****5	Valid	Edit Delete
11	张家港市杨舍镇迪迪信息中心	Other	杜志宏			(+86) 189*****8	Valid	Edit Delete
12	张家港远信船舶服务有限公司	Other	张建平		zha*****865@126.com	(+86) 13*****8	Valid	Edit Delete

**Company Name ***

Please enter

Company Abbreviation

Please enter

Contact Person *

Please enter

Status *

Valid

Service Type * Agency Service Repair Service Inspection Service Other**Business Registration Number** ⓘ

Please enter

Internal Code

Please enter

Contact Job Title

Please enter

Phone No.

Please enter

Contact Phone

+86 ▾ Please enter

Contact Email

Please enter

Company Website

Please enter

Company Fax

Please enter

Bank Name

Please enter

Bank Account

Please enter

Service Area City/Port Setting: Default National Supply

Please enter

Company Address

Please enter

Company Profile

Fill in the company name, contact person, status, select the service type, you can also fill in the business registration number, contact phone number and other information, fill in the remarks according to the actual situation, upload the attachment, and finally click "Confirm"

Confirm

Click "Edit" to enter the modification service provider interface, where you can modify the company name, abbreviation, contact person, status, service type, contact person's mobile phone, email and other information.



Company Name *

南通江河通讯电子有限公司

Company Abbreviation

南通江河通讯电子有限公司

Contact Person *

白龙

Status *

Valid

Service Type *

 Agency Service Inspection Service Repair Service Other

Business Registration Number ⓘ

Please enter

Internal Code

Please enter

Contact Job Title

Please enter

Phone No.

Please enter

Contact Phone

+86 13962888888888

Contact Email

85888888888888@qq.com

Company Website

Please enter

Company Fax

Please enter

Bank Name

Please enter

Bank Account

Please enter

Service Area City/Port Setting: Default National Supply

Please enter

Company Address

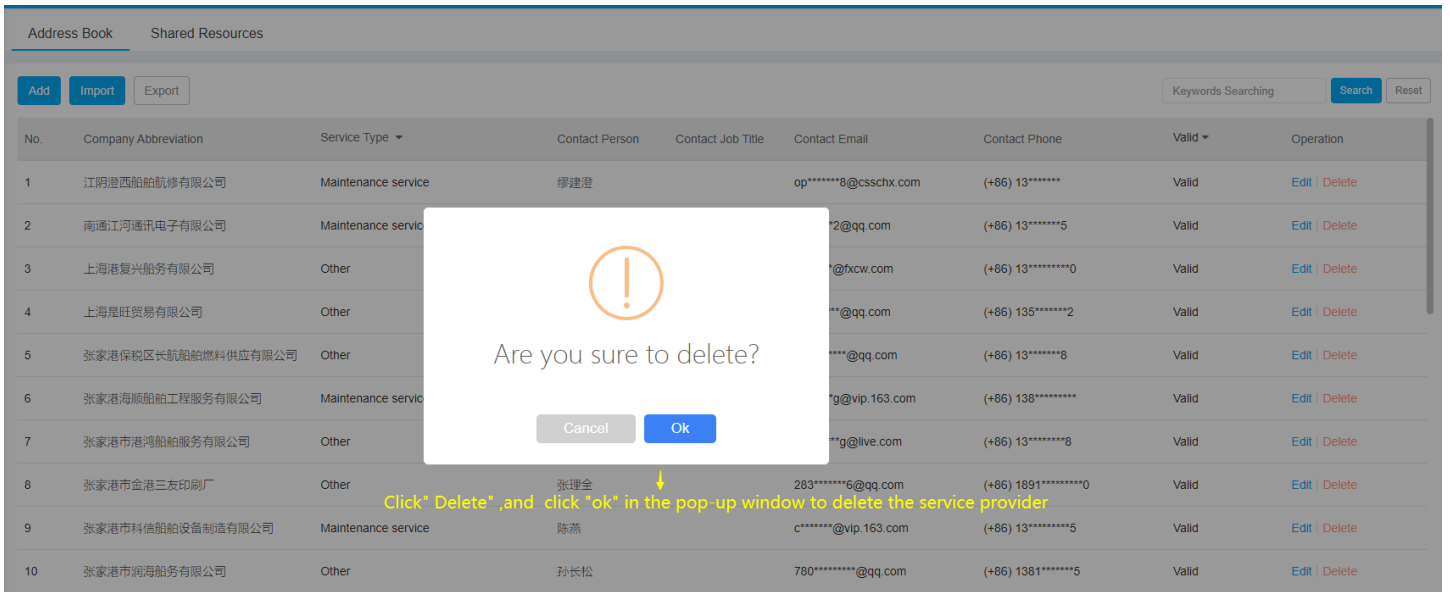
南通市通州区兴仁镇横港社区二十五组

Click "Edit" to enter the modification service provider interface, where you can modify the company name, abbreviation, contact person, status, service type, contact person's mobile phone, email and other information

Company Profile

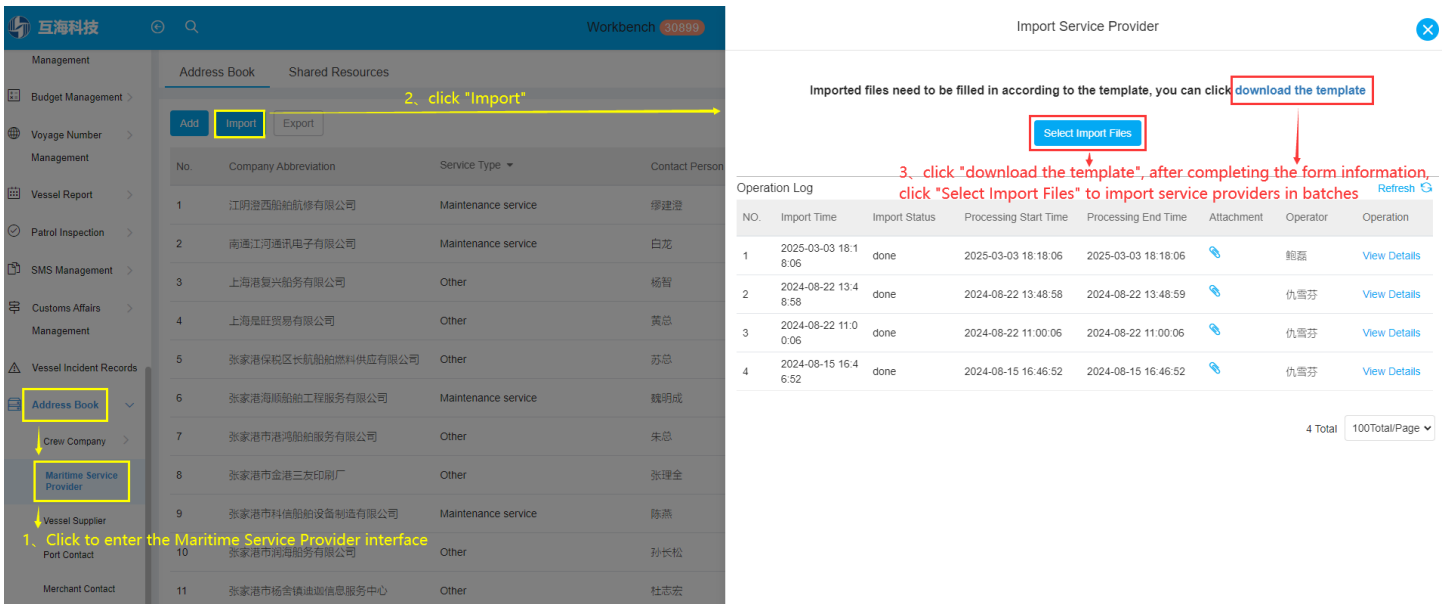
Confirm

Click "Delete" and click "OK" in the pop-up window to delete the service provider.



2. Batch export/import service provider

Users can log in to the OLISS Web side , and operate in "Address Book → Maritime ServiceProvider" interface ,click "Import", pop-up window on the right side, click "Download the Template", after completing the form information, click "Select Import Files" to import service providers in batches; click "Export" to export maritime service provider providers in batches.



Supplier template (as shown below): In the template, you need to fill in the company name, service type, contact person, and contact person email (with * required).

Tip: When importing using a template, label the area code with 'Contact Mobile' (+area code), for example, (+86) 134****. If the area code is not marked, it will import Chinese mainland phones by default.

#	Company Name*	Company Abbreviation	Service Type*	Port	City	Contact*	Contact Position	Contact Tel.	Contact Mobile	Contact mailbox*	Company Website	Company Address	Company Profile	Main Business	Fax	Remarks	Business registration no	Internal code	Bank Name	Bank Account
4. In the template, you need to fill in the company name, service type, contact person , and contact person email (with * required)																				

Add **Import** **Export** → 5. Click "Export" to export maritime service providers in batches

Keywords Searching **Search**

No.	Company Abbreviation	Service Type	Contact Person	Contact Job Title	Contact Email	Contact Phone	Valid	Operation
1	江阴港西船舶航修有限公司	Maintenance service	缪建澄		op*****8@csschx.com	(+86) 13*****	Valid	Edit Delete
2	南通江河通讯电子有限公司	Maintenance service	白龙		8*****2@qq.com	(+86) 13*****5	Valid	Edit Delete
3	上海港复兴船务有限公司	Other	杨智		y*****@fcw.com	(+86) 13*****0	Valid	Edit Delete
4	上海是旺贸易有限公司	Other	黄总		21*****@qq.com	(+86) 135*****2	Valid	Edit Delete
5	张家港保税区长航船舶燃料供应有限公司	Other	苏总		123*****@qq.com	(+86) 13*****8	Valid	Edit Delete
6	张家港海顺船舶工程服务有限公司	Maintenance service	魏明成		o*****g@vip.163.com	(+86) 138*****	Valid	Edit Delete

Batch export table display as follows:

#	Company Name*	Company Abbreviation	Service Type*	Port	City	Contact*	Contact Position	Contact Tel.	Contact Mobile	Contact mailbox*	Company Website	Company Address	Company Profile
1	江阴港西船舶航修有限公司	江阴港西船舶航修有限公司	Maintenance service		江阴	缪建澄			(+86)13508888888	ope000000@csschx.com		江阴市澄新路16号	
2	南通江河通讯电子有限公司	南通江河通讯电子有限公司	Maintenance service		南通	白龙			(+86)139620000000	8533000000@qq.com		南通市通州区兴仁镇横港社区二十五组	
3	上海港复兴船务有限公司	上海港复兴船务有限公司	Other		上海	杨智			(+86)13564000000	ya0000000@fcw.com		上海市虹口区东大名路908号2701、2702室	