

GENERAL INFORMATION						
NO	COMMON GENERAL ENQUIRIES	FEEDBACK				
1	Web Browser Customers to check on their current web browser	Users are advised to use Internet Explorer 8 (IE8). Other web browsers such as Mozilla, Google Chrome etc are not compatible.				
2	Pop-up blocker Some of the screens in the system use the pop-up window function. Ensure that all pop-blockers are disabled in the Internet Explorer before system login.	1. Go to Tools → select Pop-up Blocker → click Turn Off Pop-up Blocker WyTradeLink - Intro - Windows Internet Explorer Windows Internet Explorer Pavorites Tools Help InPrivate Browsing History InPrivate Filtering InPrivate Filtering Settings Ctrl+Shift+P InPrivate Filtering Settings Ctrl+Shift+F WinDow FOR TRADE Pop-up Blocker Manage Add-ons Compatibility View Compatibility View Settings Compatibility View Settings Compatibilit				
	Most toolbar such as Google and Yahoo came with pre-setting pop- up block. Ensure to turn it off since it is overwrite the IE setting for pop-up blocker.	Ele Edit Yiew Favorites Iools Help Google Go Go Go Go Go Go Ele Edit Yiew Favorites Iools Help Google Go				



NO COMMON GENERAL ENQUIRIES FEEDBACK 3 Clear Cache Login failed and the text field for username and password become hidden 1. Go to Internet Explorer → Tool → Internet Option File Edit View Favorite View Google (2) Coogle (2) Coogle (2) Brite Browsing Ctrl+Shift+Del View downloads Ctrl+Shift+Del View Filering View of State browsing session Addite to State newu Ctrl+Shift+Del View downloads Ctrl+J View downloads Ctrl+J Ctrl+Shift+Del View of State newu Ctrl+Shift+Del View downloads
 3 Clear Cache Login failed and the text field for username and password become hidden 1. Go to Internet Explorer → Tool → Internet Option 1. Go to Internet Explorer → Tool → Internet Option
Compatibility View settings Subscribe to this feed



	GENERAL IN	FORMATION
NO	COMMON GENERAL ENQUIRIES	FEEDBACK
NO	GENERAL IN COMMON GENERAL ENQUIRIES	FORMATION FEEDBACK 2. When the below appear, click Delete Internet Options Ceneral Security Privacy Content Connections Programs Advanced Home page To create home page tabs, type each address on its own line. Integr///www.sciologica.com.my///////////////////////////////////
		Change search defaults. Tabs Change how webpages are displayed in Settings Appearance Colors Languages Fonts Accessibility



GENERAL INFORMATION					
NO	COMMON GENERAL ENQUIRIES	FEEDBACK			
		 3. Tick all as below, and click Delete to clear all cache Preserve Favorites website data Keep cookes and temporary Internet files that enable your favorite websites to retain preferences and display faster. Temporary Internet files Copies of webpages, images, and media that are saved for faster viewing. Cookes Files stored on your computer by websites to save preferences such as login information. History List of websites you have visited. Download History List of files you have downloaded. Pownload History List of files you have typed into forms. Passwords Saved information that you have typed into forms. Passwords List of websites excluded from filtering, and data used by Tracking Protection to detect where websites might be automatically sharing details about your visit. Active Filtering and Tracking Protection data A list of websites websites might be automatically sharing details about your visit. About deleting browsing history Delete Cancel 			



	GENERAL INFORMATION					
NO	COMMON GENERAL ENQUIRIES	FEEDBACK				
4	Differences between Admin Login and User Login	 The Admin Login is referred as Trader/Manufacturer Admin. This is to maintain your company's database. For example you can : Create id & password for additional users for your company. Maintain your company information for Manufacturer & consignee Profile, Authorized Applicant, and Trader LC address and etc. View transaction status. Users Login is referred as Trader/Manufacturer. This will allow your company to perform your online permits application. For example you can: Apply Cost Analysis, CO Form Perform other activities such as copy and delete Modification on CO forms which are on draft status only and printing. View transaction status. 				
5	Client Charter Ministry of International Trade and Industry (MITI) Client Charter for Cost Analysis (CA) or Certificate of Origin (CO)	CA client charter : 120 hours CO client charter : 48 hours inclusive of endorsement				



	GENERAL INFORMATION						
NO	COMMON GENERAL ENQUIRIES	FEEDBACK					
6	Tariff Codes	Customers are advised to refer to Royal Malaysian Customs or via respective portals : <u>www.myports.net</u> <u>www.mytradelink.gov.my</u> <u>www.tariff.customs.gov.my</u> Please note that Dagang Net do not have any authority to recommend any Tariff Code to the customer.					
		www.mytradelink.gov.my www.tariff.customs.gov.my Please note that Dagang Net do not have any authority to recommen Tariff Code to the customer.					



	COST ANALYS	IS APPLICATION				
No	COMMON PROBLEMS REPORTED	SOLUTIONS				
1	Add Finished Products Screen 1. Tariff Description is not edited according to details as in invoice 2. Brand/ Model is left empty	Tariff Description1. The Tariff Description will be auto populated based on MalaysianCustoms Tariff Description2. Tariff Description can be amended based on applicant's preference				
	Tariff Code 0101 90 9000 * [search] Tariff Desc Other * Brand / Model * Image: Search and the se	 Brand/ Model 1. Brand/ Model cannot be left empty 2. Insert a dash (-) if the finished product is without any brand/ model Tariff UOM 1. Tariff UOM will be auto populated based on the Tariff Code selected 2. Tariff UOM can be amended based on applicant's preference 				
		Tariff Desc Other * Brand / Model Brand / Model Tariff UOM UNT - UNIT *				



	COST ANALYS	IS APPLICATION		
No	COMMON PROBLEMS REPORTED	SOLUTIONS		
2	Add Raw Materials Screen 1. Does not tick the checkbox (at left hand side) to populate the HS Code and Country of Origin	1. Checkbox (at left hand side) needs to be selected during the selection of HS code and Country of Origin. This will allow the selection is populated to the desired rows		
	BREAKDOWN COST OF A UNIT PRODUCT MANUFACTURED Description of materials/components used HS Code* Country of Origin* Image: Component in the second sec	BREAKDOWN COST OF A UNIT PRODUCT MANUFACTURED Description of materials/components used Image: Components of the second s		
3	Add Raw Materials Screen 1. Tick all checkboxes for data entry of different HS Code and Country of Origin	 Tick all checkboxes (at left hand side) will result to same HS code and Country of Origin are populated into all rows Only tick checkboxes for rows with same data at each selection of HS Code and/ or Country of Origin 		



	COST ANALYSIS APPLICATION									
No	COMMON PROBLEMS REPORTED			SOLUTIONS						
	BREAKDOWN COST OF A UNIT PRODUCT MANUFACTURED				BRE	AKDOWN COST OF A UNI	T PRODUC	T MANUFACTURED		
		Description of materials/components used	HS Code*	Country of Origin*			Description of materials/components used	HS Code*	Country of Origin*	
		<u> </u>	401029010!	QATAR		7	<u>^</u>	41029010	QATAR	
	E		[<u>hs</u>]	[search]	L		×	[hs]	[search]	
			01029010	MALAYSIA		,	<u> </u>	01029010	MALAYSIA	
	•		[<u>hs</u>]	[search]	Ľ	-	~	[<u>hs</u>]	[search]	
			01029010	MALAYSIA			<u> </u>	01029010	MALAYSIA	
			[<u>hs</u>]	[search]		-	~	[<u>hs</u>]	[search]	
4	4 Add Raw Materials Screen			1. Pop up	o fo	r selection of HS Code, w	ill show A	HTN (10 digits) tab by		
	1. Could not find preferred HS Code			default	default					
				2. Tariff	(9 d	igits) tab is also available	e beside Al	HTN tab	to he	
				selected						



			COST ANALYSI	S APPLICATION		
No	COMMON PROBLEMS REPORTED			SOLUTION	S	
6	Add Raw Materials Screen 1. FOB Price % not 100%			BREAKDOWN COST OF A UNIT PRODUCT MANUFACTU materials/components HS Code* Mat 1 01021000 Add More Delete * Kindly tick the checkbox at left hand side * Blease ensure all raw material invoice's Sub Total Total Material Cost (Local, A SEAN & Import Labour Cost 1. FOB Price % must be 100%	RED Product Profile - Window Adagangnet.com.my/mtl/rmHor Product Profile Product Profile Product Profile Descrip 0010 Hors 0020 Asset	Internet Explo Contains Contains Solution Sol
		Value (RM)	96		Value (RM)	96
	Total Material Cost (Local,ASEAN & Imported)	30.00	30.00	Total Material Cost (Local, ASEAN & Imported)	30.00	30.00
	Labour Cost	20.00	20.00	Labour Cost	20.00	20.00
	Overhead Cost (Direct + Indirect)	10.00	10.00	Overhead Cost (Direct + Indirect)	10.00	10.00
	Others Cost (If Available)	20.00	20.00	Others Cost (If Available)	20.00	20.00
	Total Product Cost	80.00	80.00	Total Product Cost	80.00	80.00
	Profit	20.00	10.00	Profit	20.00	20.00
	FOB Price	100.00	90.00	FOB Price	100.00	100.00



	COST ANALYSI	S APPLICATION
No	COMMON PROBLEMS REPORTED	SOLUTIONS
7	Add Raw Materials Screen 1. Does not attach raw materials invoices	1. After raw material details are inserted, click 'Save' button, before being able to attach raw materials invoices
	Before click 'Save' button:	- At this stage, 'Save' button will save all raw material details inserted, and will allow supporting documents to be attached
	RAW MATERIAL - BREAKDOWN COST OF A UNIT PRODUCT MANUFACTURED	
	type Description of Raw Material / Country of Origin No Code Name of Suppler Invoice No. Group Country of Origin Value (VYR) Value (VYR) Value VYR VYR VYR VYR VAlue VYR VYR	AN ALLELAL - BRACKONC COL OF A MELT PRODUCT AMMANTERIES



	COST ANALYSI	S APPLICATION
No	COMMON PROBLEMS REPORTED	SOLUTIONS
		After click 'Save' button:
8	Add Raw Materials Screen 1. Raw material invoices attached not saved into the system	 After all invoices have been attached, don't forget to click 'Save' button At this stage, 'Save' button will save the supporting documents attached
9	Attachment for Finished Product 1. Wrongly understood portion on attachment for finished product (As in screen below) with attachment of raw material invoices (As in screen at no 6)	1. This portion allows the supporting documents for finished product to be attached into the system
	Attachment Idd Delete No. Document Name I 1 Products processing flow chart dec I	



PREFERENTIAL CO APPLICATION			
NO	COMMON PROBLEMS REPORTED	SOLUTIONS	
1	Admin Details Login to Admin user id/password	Customer needs to key in Manufacturer Detail, Authorized Applicant, Consignee detail & Trader LC Address	
	Help Trader Admin • Application Status • Users • Agents • CA / CO Transaction • MAINTENANCE • Manufacture Profile • Authorized Applicant / Consignee Profile • Trader LC Address	 From Trader Admin, customers are allowed to create 4 User Id. Steps to create user id and password are: Go to Menu Click on Users button Click on New User and fill up the new users details to create id and password 	
2	Product Description Details 1. Mistakes on data entry for 'Kind of Packages' and 'Unit of Measurement'	 Kind of Packages are listed based on UN Standard codes which defines the packaging of the goods to be exported Unit of Measurement are listed based on UN Standard codes which 	
		defines the measurement of the goods (per unit) to be exported 3. Example: 10 boxes (Kind of Packages) which contains 100 units (Unit of Measurement)	



	COST ANALYSIS APPLICATION				
No	COMMON PROBLEMS REPORTED	SOLUTIONS			
No	Add/Edit - ATIGA (Form D) Product Description Details Prinshed Product Prinshed Product Orgin of Criteria Orgin of Criteria Wo Brand J Model Mimporting Country-HS Code 9101909000 Unit of Messurement (UMM) The Code Please enter both FOB Value (MVR) and FOB Value (Foreign Currency) FOB Value (Foreign Currency) 100000 Ubb Value (Foreign Currency) 100000 100000 100000	Add/Edit - ATIGA (Form D) Product Description Details Finished Product III CPT-FP-120712-007756 HS Code / ATITI Code 0101909000 Product Summary Other OP roduct Summary Other Invoice Details WO Flease entry both FOB Value (MYR) 314000 Other FOB Value (Foreign Currency) 100000 Invoice Details Invoice Date More Invoice Date			
	No. Marks of Packages Number of Packages Kind of Packages Quantity Description of Goods 1 1 1 1 1 1 0 VL - BULK, LOUD 50 Edble Paim Kernel Olis 46456546 1 1 1 0 VL - BULK, LOUD 50 Edble Paim Kernel Olis 46456546 4 Grand Totat 100 VL - BULK, LOUD 50 Edble Paim Kernel Olis 46456546 Add Package Detail Delete Click on Yudd Package Detail button to add package details. Add to Form Close	Package Details No. Marks of Packages Number of Packages Kind of Packages Quantity Description of Goods 1 Container filo 1027843 MARC 81 1027843 MARC 81 1027843 MARC 81 1027843 MARC 81 1027843 MARC 81 102 100 50 Edble Pain Kernel Olia 46456546 102 100 50 Add Package Detail Delete Click on Vadd Package Detail button to add package details. Add to Form Close			
3	Product Description Details 1. Importing HS Code	 Data entry on Importing HS Code will result to this code be printed on CO Form If Importing HS Code is empty, Malaysia HS Code (As approved during Cost Analysis) will be printed on CO Form 			



	COST ANALYSIS APPLICATION			
No	СОММ	ON PROBLEMS REPORTED		SOLUTIONS
	oduct Description Details Finished Product ID HS Code / AHTN Code Product Summary Origin of Criteria Brand / Model Importing Country - HS Code Unit of Measurement (UOM)	CPT-FP-120712-007756 0101909000 Other WO IV 0101909000 TNE - TONNE (1000 KG)	oduct Description Details Finished Product ID HS Code / AHTN Code Product Summary Origin of Criteria Brand / Model Importing Country - HS Code Unit of Measurement (UOM)	CPT-FP-120712-007756 0101909000 Other WO N 0101909000 TNE - TONNE (1000 KG)
4	4 Product Description Details 1. Third Party Details Description of Goods		1. Other than inserting desc Details are also to be entered Des	ription of goods to be exported, Third Party ed here, if any cription of Goods
5	Company Details	tails e g	1. Avoid repeating details de	uring data entry, as repeating details will be
	i. Company Address: Lot	231-C, Kawasan Perindustrian Jelapang,	2. The character limit for Co	mpany Details are based on Malaysian
	Perak		Customs requirement (140	characters (35 char for Company Name and
	ii. State: Perak		35x3 char for Company Add	ress))



	COST ANALYSIS APPLICATION		
No	COMMON PROBLEMS REPORTED	SOLUTIONS	
	Company Details Company Name NUZA'S TRADING SDN BHD ROC/ROB No. 50001-R *	Company Name NUZA'S TRADING SDN BHD ROC/ROB No. 80001-R *	
	Company Rules (D1 231-2) [serich] Fold Code RAWIASAN PERNDUSTRIAN JELAPANG PERAK City State PERAK	Company Address Lot 231-C learch Fost Color KAWASAN PERNDUSTRIAN JELAPANIG PERAK City State PERAK	
	Country Tel No. [Office] 05-3365352	Country Tel No. [Office] 05-3365352	
	Tel No. (Mobile) Email	Tel No. [Mobile]	
	Fax No. 05-3365350 Trader Ref No.	Fax No. 05-3365350 Trader Ref No.	
6	Company Details 1. Inserting company details which requires more characters compared to Malaysian Customs requirement Company Name Bearch Company Name Bearch Company	 'LC Address' field will allow data entry of company details which involves more than 140 characters If LC address is inserted, it will be printed on CO Form. If empty, details in 'Company Details' (as in screen at no 3) portion will be printed on CO Form 	
7	Port of Discharge 1. Require Port of Discharge details, which was not listed in 'Port of Discharge' field	 Port of Discharge' field will list down ports as per accepted by Malaysian Customs Port of Discharge (For LC)' allows data entry for preferred port of discharge 	



COST ANALYSIS APPLICATION		
No	COMMON PROBLEMS REPORTED	SOLUTIONS
		3. Data entry at 'Port of Discharge (For LC)' field will result the data to be printed on CO Form. If it is empty, details on 'Port of Discharge' field will be printed on CO Form accordingly
		Means Of Transport And Route (As Far As Known)
		Vessel's llame / Air craft, etc Vessel 123 * Feeder Vessel's llame
		Port Of Discharge AMPENAN - BALI - DAMP [search]* Port Of Discharge (For LC) Ampenan Bai, Indonesia
		Export Date 09/12/2010 V (ddf/M/lyyyy)* Mode Of Transport Martine V *
8	Selection of Approving MITI Office	1. Ensure correct MITI office is selected
	1. Wrongly selects the preferred approving MITI office	
		2. Wrong selection will cause the approval will be given by the selected
		MITI office. Thus, CO endorsement must also be made at the respective
		MITIOTTICE
		Preferred Branch of Application Processing
		Propala Kuola Lumaur 🖌 🛎
9	Calculation for Regional Value Content (RVC)	RVC = FOB (value in RM) - Total Imported Material (value in RM) x 100
		FOB (value in RM)