



SVA

State Veterinary Authority Sarawak

Trader/ Forwarding Agent Module

User Manual

Prepared by Dagang Net Technologies Sdn Bhd
Version 1.0

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DAGANGNET

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Abbreviation

Abbreviation	Definition
DNT	Dagang Net Technologies Sdn Bhd
SVA	State Veterinary Authority Sarawak
OGA	Other Government Agencies
SMK	Sistem Maklumat Kastam
PIA	Permit Issuance Agencies
AP	Approval Permit
FA	Forwarding Agent
IP	Import Permit



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Section 1. Introduction

1.1. What is ePermit System?

ePermit is a web-based applications system developed, hosted and managed by Dagang Net Technologies Sdn Bhd (DNT) and provides an Application Service provider (ASP) model of service to communities of Permit Issuing Agencies (PIA) and Importer/ Exporter to apply and manage permit application online.

By using the application, the Importer/ Exporter will be able to supply and manage permit via online and next to track the application progress subsequently. Whilst the OGA will be able to view and process (approval etc) permit applications submitted directly from the system.

1.2. How does ePermit System Benefit Me?

- Reduces Turnaround time – faster processing of permit
- It is convenient – ePermit is accessible from any computer that is connected to the internet.
- Ease of Use – user friendly even for non-PC savvy
- Multi-Tasking – access to various value-added services. For example, Tariff Codes, Location Codes.

1.3. Who Should Read This Publication?

This user manual is designed to accommodate the specific requirements of each user. This publication (or topic collection) is intended for:

- i. Trader
- ii. Forwarding Agent

1.4. About This Document

This publication is to provide an overview on how Traders/ FA can create and view applications and deeper understand on the system with step by step helps.

1.5. Support Information

Should there be any issues arising from the use of the system, please contact Dagang Net's Careline.

Call our CARELINE at **1300 133 133**

or email to careline@dagangnet.com

CARELINE is available 24 hours daily, including public holidays



Section 2. Getting Started

2.1. System Access

ePermit system is accessible via:

<https://newepermit2.dagangnet.com.my/epermit/html/login>

Please follow the steps in the images below to access the system.

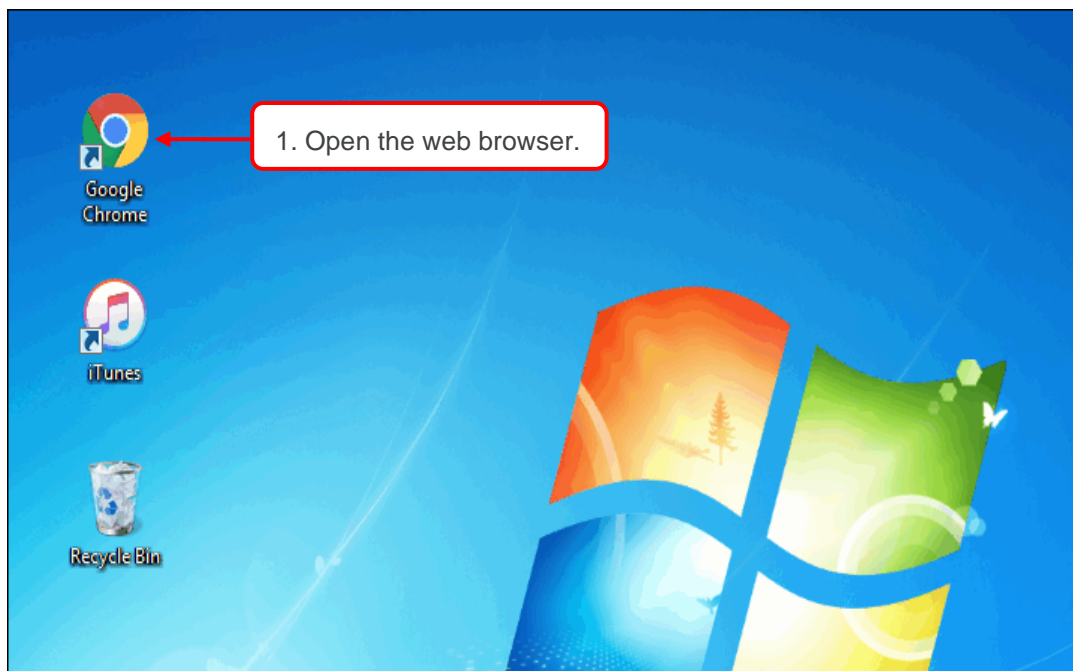


Figure 1

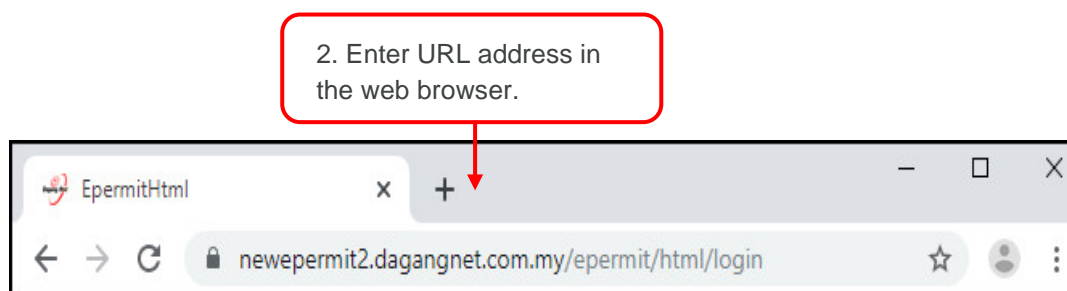


Figure 2

URL address: <https://newepermit2.dagangnet.com.my/epermit/html/login>

2.2. Log In

ePermit

HOME ABOUT START USING EPERMIT SYSTEM REQUIREMENT CONTACT INFORMATION

Announcement

2019-11-29
MAQIS: PEMAKLUMAN PENANGGUHAN PELAKSANAAN PENETAPAN PEMILIHAN ITEM KEPADA SEPULUH ITEM BAGI SETIAP PERMIT

2019-11-26
NOTIS PEMAKLUMAN SENARAI LARANGAN PENGIMPORAN BABI DAN BABI HIDUP KE MALAYSIA

2019-11-14
DVS SARAWAK: SESI TAKLIMAT PENAMBAHAN SISTEM EPERMIT JABATAN PERKHIDMATAN VETERINAR SARAWAK

2019-11-07
DVS SARAWAK: PENUTUPAN KAUNTER IMPORT/EKSPORT DAN KAUNTER BAYARAN

More

User Login

USER NAME

PASSWORD

FORGOT PASSWORD?

LOGIN

SIGN ME UP

1. Enter username and Password here. Then click on Login

Figure 3

2.3. Log out

ePermit

HOME PAYMENT PROFILE LOGOUT

WELCOME DANIEL FU HUI MING SINGGOLD-USER

TRADER LISTING

Search

Application ID Permit No.

Application Date (From) Application Date (To)

Approval Date (From) Approval Date (To)

Permit Issuance Agency (PIA) Permit Type

Status Trader Reference No.

Payment Status

SEARCH RESET

1. Click here to logout

Figure 4

Section 3. OGA Listing

This section shows the steps to search and view application in the system.

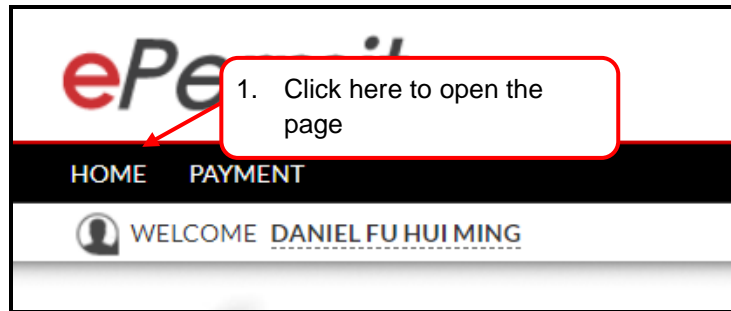


Figure 5

3.1. Search and View Application

The screenshot shows the 'TRADER LISTING' search interface. It features a search form with the following fields: Application ID, Permit No., Application Date (From), Application Date (To), Approval Date (From), Approval Date (To), Permit Issuance Agency (PIA) (dropdown menu), Permit Type (dropdown menu), Status (dropdown menu), and Trader Reference No. Below the form are 'SEARCH' and 'RESET' buttons. A callout box with a red border and an arrow pointing to the search form contains the text: '1. Enter the search criteria as required'. Another callout box with a red border and an arrow pointing to the 'SEARCH' button contains the text: '2. Click on Search button'. At the bottom right of the interface are 'NEW', 'COPY', and 'DELETE' buttons.

Figure 6

Listing

3. Search result listed in this table.

No.	Application ID	Permit Type	Application Date	Approval Date	Status	Permit No.	Trader Reference No.	
1	YPV1312022X0000862	Export	07/09/2022 11:56:32	07/09/2022 12:00:36	Acknowledged by Customs	YPV131X09000022022		<input type="checkbox"/>
2	YPV1312022X0000861	Export						<input type="checkbox"/>
3	YPV1312022X0000842	Export						<input type="checkbox"/>
4	YPV1312022X0000841	Export	11:10:40		verified by OGA			<input type="checkbox"/>

4. Click on Application ID here to view details of this application.

Note: On page load, system will automatically list permit applications that were created within last 30 days only. Please use the 'Search' function for permit applications that were created more than 30 days.

Total Records 4 Go to Page 1

Figure 7

ePermit

HOME PROFILE LOGOUT

WELCOME NG SIEW THAM QLLIVE-USER

PERMIT APPLICATION

5. Permit Details

Application

Permit Issuance Agency (PIA) PIA Processing Branch
 JABATAN PERKHIDMATAN VETERINAR SARAWAK Kuching, Sarawak

Application ID Permit Type
 YPV1312022X0000862 Export

Consignor Details

ROC / ROB No. Company Name
 380343-P QLLIVESTOCK FARMING SDN BHD

Company Address
 GROUND & 1ST FLOOR SUBLOT 2490
 FORTUNE LAND, ROCK ROAD

Postcode City
 93200 KUCHING

State Country
 SARAWAK MALAYSIA

Figure 8



Section 4. Permit Application

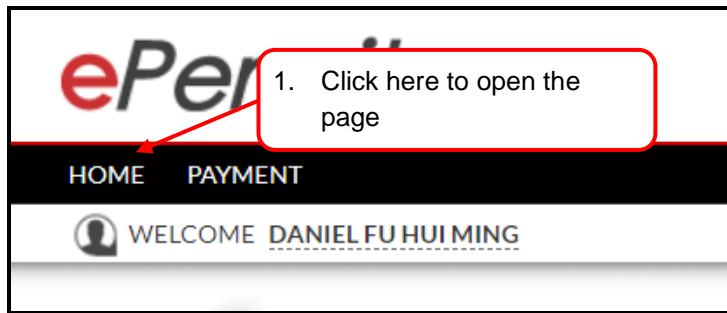


Figure 9

4.1. Create New

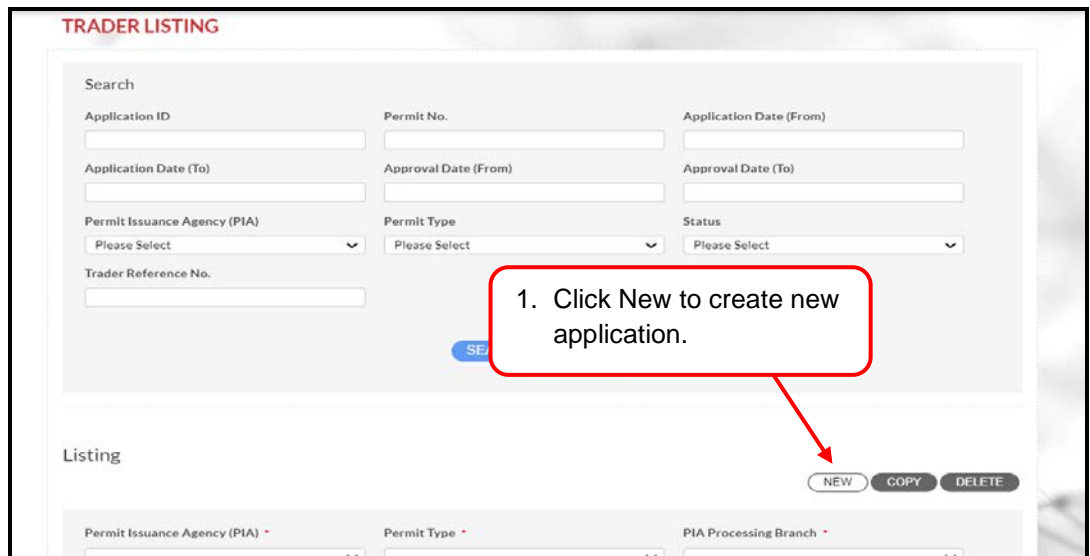


Figure 10

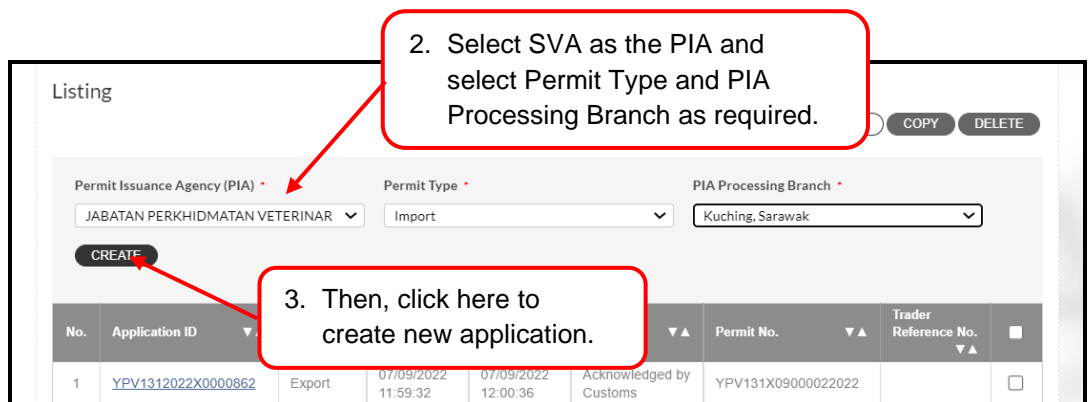


Figure 11



4.2. Application Details

Once new application is created, the application page will be displayed. Please fill up all details such as consignee and agent details. Details in red boxes are mandatory.

4.2.1. Consignee, Consignor, Agent, and Applicant Details

PERMIT APPLICATION

Application

Permit Issuance Agency (PIA)	PIA Processing Branch	Application ID
JABATAN PERKHIDMATAN VETERINAR SARAWAK	Kuching, Sarawak	YPV1312022Y0000941

Permit Type
Import

Consignee Details

ROC / ROB No. *	Company Name *	Organization Type
380343-P	QL LIVESTOCK FARMING SDN BHD	B
Company Address *		
GROUND & 1ST FLOOR	SUBLOT 2490	FORTUNE LAND, ROCK ROAD
Postcode *	City *	State *
93200	KUCHING	SARAWAK
Country *		
MALAYSIA		

Figure 12

Consignor Details

ROC / ROB No.	Company Name *
<input type="text"/>	<input type="text"/>
Company Address *	
<input type="text"/>	<input type="text"/>
Postcode	City
<input type="text"/>	<input type="text"/>

Agent Details

Agent Code	Company Name		
<input type="text"/>	<input type="text"/>		
Company Address			
<input type="text"/>	<input type="text"/>		
Postcode	City	State	Country
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Figure 13

*Note: Follow these steps for all details with  button.

Consignor Search

Name

3. Click on the list to select one as required.

No.	ROC / ROB No.	Name	Address 1	Address 2	Address 3
1		QL MARINE PRODUCTS SDN BHD	MILE 6.5, OFF JALAN TUARAN	88857 INANAM,	KOTA KINABALU, SABAH
2	323432	AVIAGEN INC.	5015 Bradford Drive, Huntsville,	Alabama 35805,	USA
3		Sum Soon Agricultural Co. Sdn Bhd	Lot 42, Bandaran Bergaya,	88822 Kota Kinabalu,	Sabah, Malaysia
4		QL Marine Products Sdn Bhd	Mile 6.5 Off Jalan Tuaran,	88857 Inanam,	Kota Kinabalu, Sabah
5	A3243	CABIN PREMIER GPS FARM SDN BHD	P.T. NO. 542 [H.S.(D) 2/1985]	LADANG BUKIT PERAK, MUKIM PADANG	PELIANG, PENDANG, KEDAH, MALAYSIA

Total Records: 5 Go to Page: 1

Figure 14

Consignor Details

4. Selected data added

ROC / ROB No.

Company Name

Company Address *

Postcode City State

Country *

Figure 15



4.2.2. Application Details

1. Click here to select the mode of transport

2. Click here to select purpose

The screenshot shows the 'Application Details' form with the following fields:

- Mode of Transport: AIR TRANSPORT
- Transport / Voyage / Flight / Conveyance No.: [Empty]
- Purpose: Business
- Trader Reference No.: [Empty]
- Country of Origin: [Empty]
- Place of Origin: [Empty]
- Consigned From: [Empty]
- Port / Place of Import: [Empty]
- Location: [Empty]
- Estimated Time of Arrival (ETA): [Empty]
- Estimated Time of Departure (ETD): [Empty]
- Customs Station Code: IBU PEJABAT KASTAM
- Entry Point: [Empty]
- Application Remarks: [Empty text area]

Figure 16

Mode of Transport *

Please Select

- Please Select
- PIPELINE (FUEL)
- MARITIME TRANSPORT
- RAIL TRANSPORT
- ROAD TRANSPORT
- AIR TRANSPORT
- MAIL
- MULTIMODAL TRANSPORT
- FIXED TRANSPORT INSTALLATIONS
- INLAND WATER TRANSPORT
- OTHERS

This figure shows a dropdown menu for 'Mode of Transport' with the following options: Please Select, PIPELINE (FUEL), MARITIME TRANSPORT, RAIL TRANSPORT, ROAD TRANSPORT, AIR TRANSPORT, MAIL, MULTIMODAL TRANSPORT, FIXED TRANSPORT INSTALLATIONS, INLAND WATER TRANSPORT, and OTHERS.

Figure 17

3. Click one to select

Purpose *

Please Select

- Please Select
- Business
- Private
- Exhibition
- Research
- Others

This figure shows a dropdown menu for 'Purpose' with the following options: Please Select, Business, Private, Exhibition, Research, and Others.

Figure 18

Figure 19

*Note: Follow these steps for all details with  button.

Figure 20

4.2.3. Additional Details

Figure 21



4.2.4. Item Details



Figure 22

2. Click here to select Product name for the items

3. Search for Animal Type here.

4. Enter UOM-SVA and Quantity Based on Customs Tariff Unit here

5. Enter the Unit Cost and Average Price. Total price will be auto calculated.

Item Details

Product - CHERRY SHRIMP

Animal Type - Shrimps

Quantity Based on Customs Tariff Unit - 100

UOM - SVA - CAR - CARTON

Unit Cost C.I.F (MYR) - 50

Average Price (MYR) - 200

Total Price (MYR) - 5000.00

Item Remarks (eg. Destination DOC)

Tariff Code - 010129000

Tariff Description - --Other

<http://mysstext.customs.gov.my/tariff/>

Figure 23



Item Details

Product - CHERRY SHRIMP

Animal Type - Shrimps Quantity Based on Customs Tariff Unit - 100 UOM - SVA - CAR - CARTON

Unit Cost C.I.F (MYR) - 50 Average Price (MYR) - 200

Total Price (MYR) - 5000.00

Item Remarks (eg. Destination DOC)

6. Search for Tariff Code here.

Tariff Code - 0101290000 Unit of Measurement - UNT

Tariff Description --Other

7. Click here to save and add this item details

<http://mysstext.customs.gov.my/tariff/>

SAVE CLOSE RESET

Figure 24

8. Total items used. Total of 99 items per application is allowed

Item Details (1/99)

No.	Item	Tariff Code	Animal Type	Tariff UOM	Unit Cost C.I.F (MYR)	Tariff Quantity	Total (MYR)	Edit
1	CHERRY SHRIMP	0101290000	Shrimps	UNT	50.000000	100	5000.00	
TOTAL							5,000.00	

Total Records 1 Go to Page 1

Figure 25

Attachment

9. Click on Choose File button

10. Select Document Type

Document Type - Please Select File - Choose File (no file chosen) UPLOAD

Document Type - No Record Found

Figure 26



Figure 27

4.2.5. Submit Application

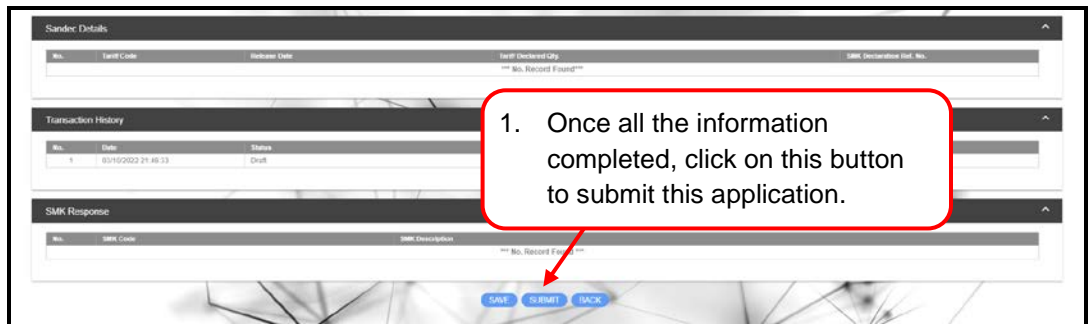


Figure 28

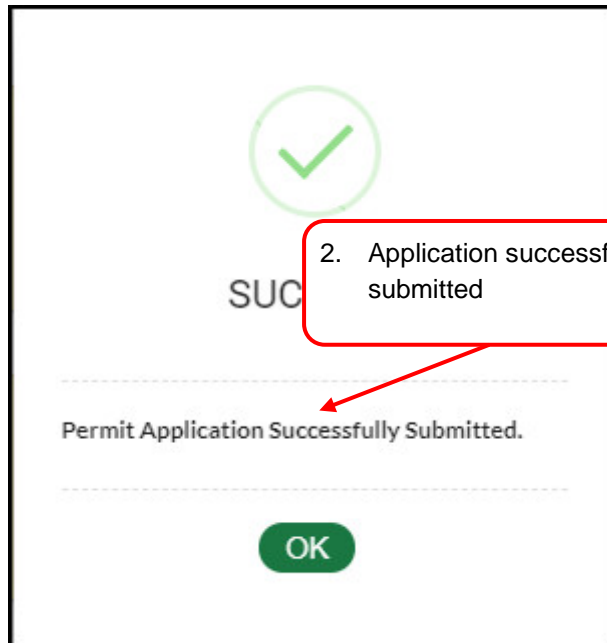


Figure 29

Listing

NEW COPY DELETE

No.	Application ID	Permit Type	Application No.	Trader Reference No.	
1	YPM1312022X0000943	Export			<input type="checkbox"/>
2	YPM1312022X0000942	Export	03/10/22		<input type="checkbox"/>
3	YPM1312022Y0000941	Import			<input type="checkbox"/>
4	YPM1312022X0000932	Export	07/09/2022 11:59:32	07/09/2022 12:00:36	Acknowledged by Customs YPM131X09000022022
5	YPM1312022X0000881	Export	07/09/2022 06:10:28	07/09/2022 09:13:47	Rejected by Customs
6	YPM1312022X0000842	Export			Draft
7	YPM1312022X0000841	Export	06/09/2022 11:10:43		Verified by OGA

Note: On page load, system will automatically list permit applications that were created within last 30 days only. Please use the 'Search' function for permit applications that were created more than 30 days.

Total Records: 7 Go to Page: 1

3. Submitted application will be listed in this

Figure 30



Section 5. Copy Application

This section shows the steps to copy an application. This function allows users to save times and work faster with the existing data from previous application.

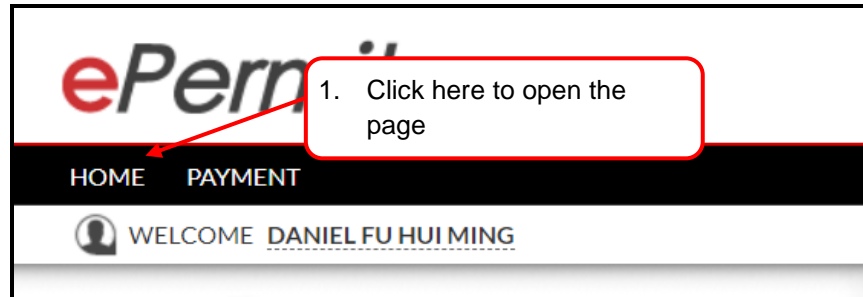


Figure 31

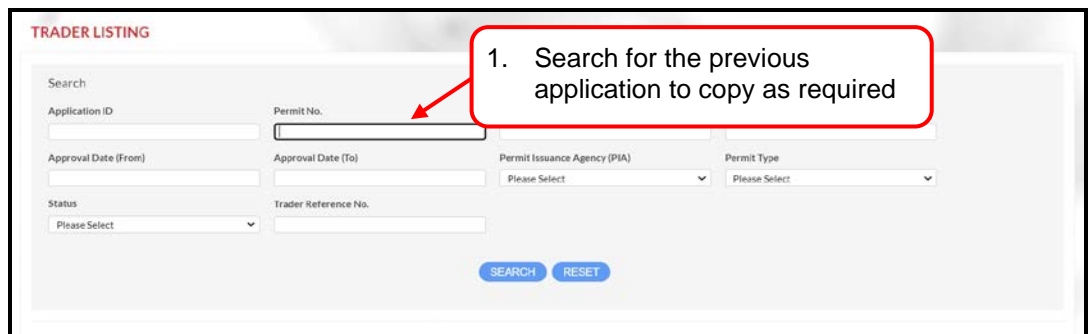


Figure 32

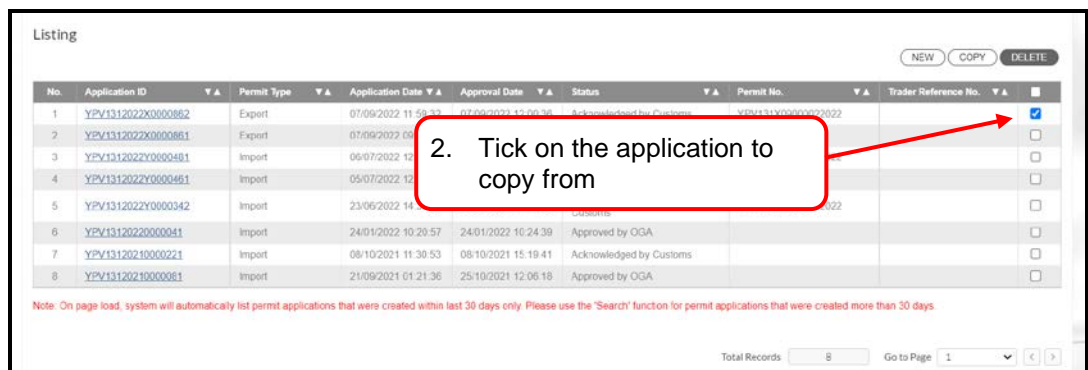


Figure 33



Listing

NEW COPY DELETE

No.	Application ID	Permit Type	Application Date	Approval Date	Status	Permit No.	Trader Reference No.
1	YPV1312022X0000862	Export	07/09/2022 11:59:32	07/09/2022 12:00:36	Acknowledged by Customs	YPV131X09000022022	
2	YPV1312022X0000861	Export	07/09/2022 09:10:28	07/09/2022 09:13:36	Acknowledged by Customs	YPV131X09000022022	
3	YPV1312022Y0000481	Import	06/07/2022 12:21:51	06/07/2022 12:23:36	Acknowledged by Customs	YPV131Y00000022022	
4	YPV1312022Y0000461	Import	05/07/2022 12:55:38	05/07/2022 12:58:36	Acknowledged by Customs	YPV131Y00000022022	
5	YPV1312022Y0000342	Import	23/06/2022 14:38:36	23/06/2022 14:40:59	Approved by OGA	YPV131Y00000022022	
6	YPV13120220000041	Import	24/01/2022 10:20:57	24/01/2022 10:24:39	Approved by OGA		
7	YPV13120210000221	Import	08/10/2021 11:30:53	08/10/2021 15:19:41	Acknowledged by Customs		
8	YPV13120210000061	Import	21/09/2021 01:21:36	25/10/2021 12:06:18	Approved by OGA		

Note: On page load, system will automatically list permit applications that were created within last 30 days only. Please use the 'Search' function for permit applications that were created more than 30 days.

Total Records: 8 Go to Page: 1

Figure 34

PERMIT APPLICATION

Application

Permit Issuance Agency (PIA): JABATAN PERKHIDMATAN VETERINAR SARAWAK
 PIA Processing Branch: Kuching, Sarawak
 Application ID: YPV1312022X0000944
 Permit Type: Export

Consignor Details

ROC / ROB No.: 380343-P
 Company Name: QLLIVESTOCK FARMING SDN BHD
 Organization Type: B
 Company Address: GROUND & 1ST FLOOR, SUBLOT 3490, FORTUNE LAND, ROCKING HILL, KUCHING, SARAWAK
 Postcode: 93200

Consignee Details

ROC / ROB No.: 23123
 Company Name: HK Feng Chang Holding Co. Limited
 Company Address: Stall No. E38, Egg Market, Cheung Sha Wan Wholesale Food Market, 36 Yen Chow Street West Kowloon, HK
 Postcode: 34224
 City: KUCHING
 State: SARAWAK
 Country: CHINA

Agent Details

Agent Code: [Empty]
 Company Name: [Empty]
 Company Address: [Empty]
 Postcode: [Empty]
 City: [Empty]
 State: [Empty]
 Country: [Empty]

Applicant Details

Name: QLLIVE-APPLICANT
 IC No. / Passport No.: 123434556
 Designation: DESIGNATION
 Phone No.: 12345564
 Fax No.: [Empty]
 Email: qlive.applicant@gmail.com

Application Details

Mode of Transport: AIR TRANSPORT
 Transport / Voyage / Flight / Conveyance No.: [Empty]
 Trader Reference No.: [Empty]
 Country of Origin: AUSTRALIA
 Country of Final Destination: GERMANY
 Port of Discharge: AUGSBURG
 Port / Place of Export: BAKI SARAWAK
 Via (Transshipment Cargo Only): BANDAR ABBAS
 Estimated Time of Arrival (ETA): [Empty]
 Estimated Time of Departure (ETD): [Empty]
 Customs Station Code: [Empty]
 Exit Point: [Empty]

Figure 35

Section 6. Delete Application

This section shows the steps to delete applications. Only applications with DRAFT status can be deleted.

TRADER LISTING

Search

Application ID:

Permit No.:

Application Date:

Approval Date (From):

Approval Date (To):

Status:

Trader Reference No.:

Permit Issuance:

Figure 36

Listing

No.	Application ID	Permit Type	Application Date	Approval Date	Status	Permit No.	Trader Reference No.	
1	YFY1312022X0000544	Export			Draft			<input checked="" type="checkbox"/>
2	YFY1312022X0000543	Export			Draft			<input type="checkbox"/>
3	YFY1312022X0000542	Export	03/10/2022 21:36:11		Awaiting OGA Approval			<input type="checkbox"/>
4	YFY1312022X0000541	Import						<input type="checkbox"/>
5	YFY1312022X0000542	Export	07/09/2022 11:59:30					<input type="checkbox"/>
6	YFY1312022X0000541	Export	07/09/2022 09:10:28					<input type="checkbox"/>
7	YFY1312022X0000542	Export						<input type="checkbox"/>
8	YFY1312022X0000541	Export	06/09/2022 11:16:40					<input type="checkbox"/>

Note: On page load, system will automatically list permit applications that were created within last 30 days only. Please use the 'Search' function for permit applications that were created more than 30 days.

Total Records: 8 Go to Page: 1

Figure 37

Listing

No.	Application ID	Permit Type	Application Date	Approval Date	Status	Permit No.	Trader Reference No.	
1	YFY1312022X0000544	Export			Draft			<input checked="" type="checkbox"/>
2	YFY1312022X0000543	Export						<input type="checkbox"/>
3	YFY1312022X0000542	Export	03/10/2022 21:36:11					<input type="checkbox"/>
4	YFY1312022X0000541	Import						<input type="checkbox"/>
5	YFY1312022X0000542	Export	07/09/2022 11:59:32	07/09/2022				<input type="checkbox"/>
6	YFY1312022X0000541	Export	07/09/2022 09:10:28	07/09/2022				<input type="checkbox"/>
7	YFY1312022X0000542	Export			Draft			<input type="checkbox"/>
8	YFY1312022X0000541	Export	06/09/2022 11:16:40		Verified by OGA			<input type="checkbox"/>

Note: On page load, system will automatically list permit applications that were created within last 30 days only. Please use the 'Search' function for permit applications that were created more than 30 days.

Total Records: 8 Go to Page: 1

Figure 38



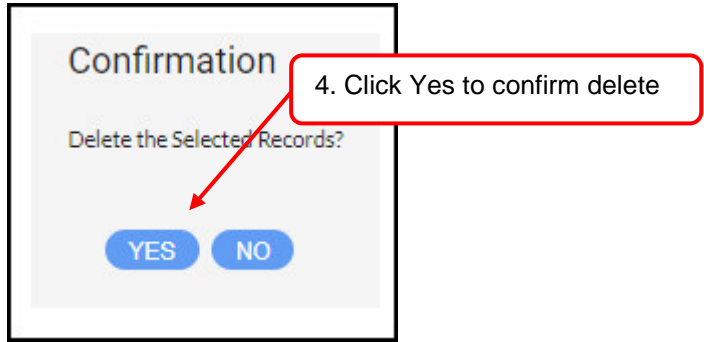


Figure 39

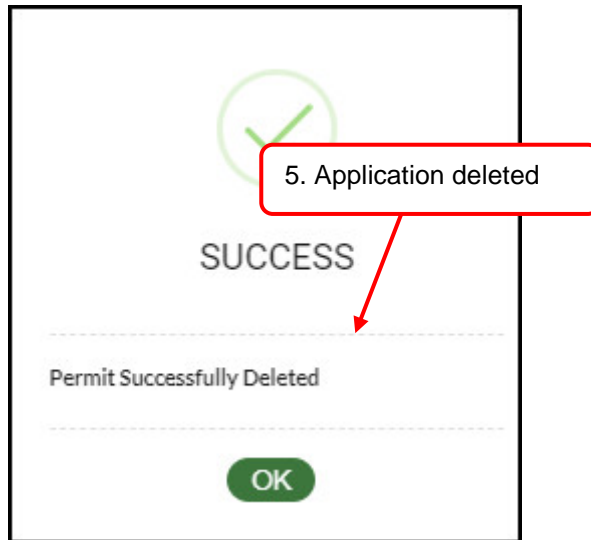


Figure 40

-End of Manual-

This user manual shall be updated as and when required.



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