



myDagangNet Portal

Additional Product User Manual

Prepared by Dagang Net Technologies Sdn Bhd
Version 1.0

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Revision History

The release history of this document is as follows.

Document Category	User Manual
Document Title	myDagangNet User Manual - Additional Product Module
Version No.	1.0
Implementation Date	10 April 2023

Version	Date	Author	Description of Amendment
1.0	10 April 2023	Suryati	Initial Copy

Abbreviation

Abbreviation	Definition
DNT	Dagang Net Technologies Sdn Bhd
OGA	Other Government Agencies
ASP	Application Service Provider

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Section 1. Introduction

1.1. What is myDaganNet?

myDagangnet is an electronic gateway where Dagang Net system's users can manage their account and easy access to services and information needed.

1.2. System Requirements?

ePermit is a web-based system and it has been certified to work well with below browser:

- Chrome Version 35 above
- Internet Explorer 9 and above
- Mozilla Firefox 29 and above

1.3. About This Document

This publication is to provide an overview on how Traders/ FA can apply for additional products and license thru this system and deeper understand on the system with step by step helps.

1.4. Support Information

Should there be any issues related to the system that need to be clarified, 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

This system is accessible via: <https://www.mydagangnet.com>

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

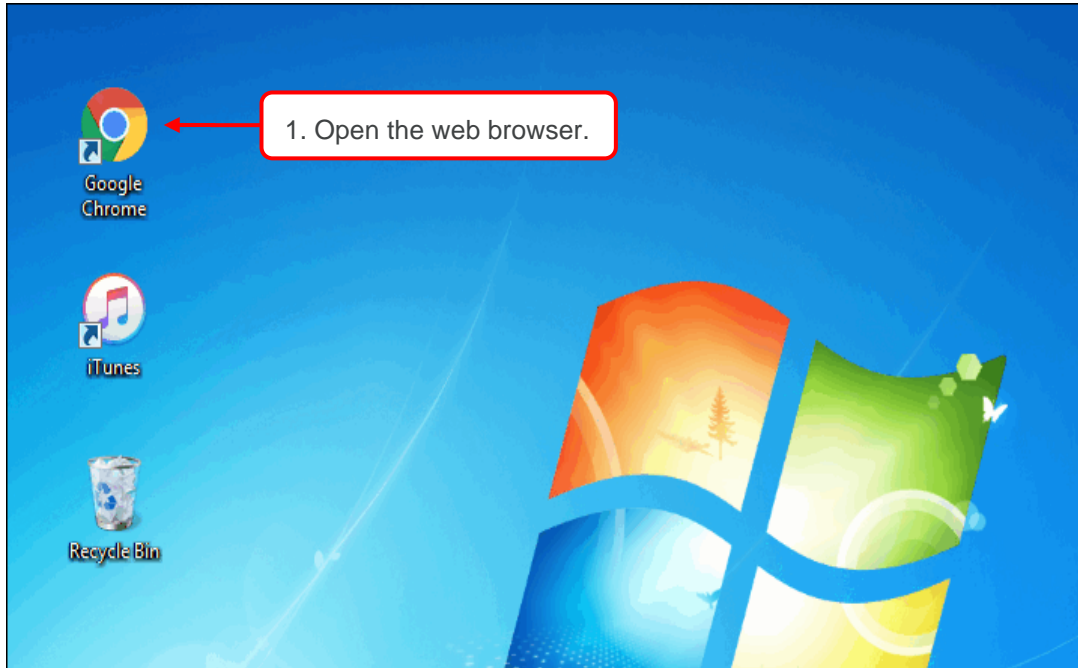


Figure 1



Figure 2

URL address: <https://www.mydagangnet.com>

2.2. Log In

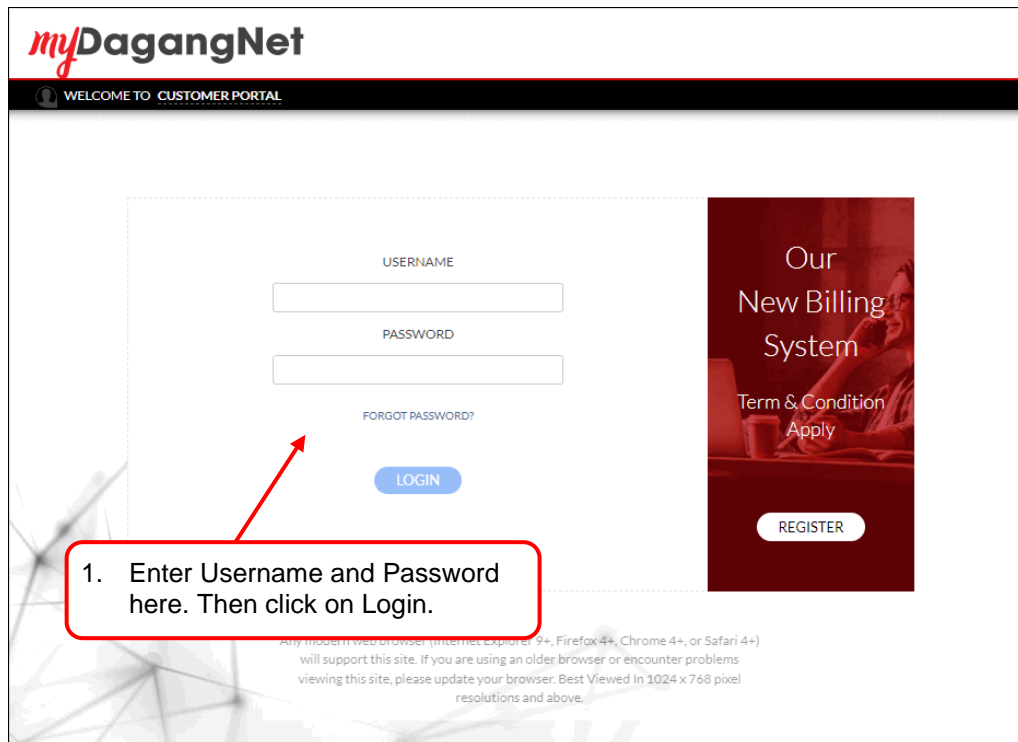


Figure 3

2.3. Log out.

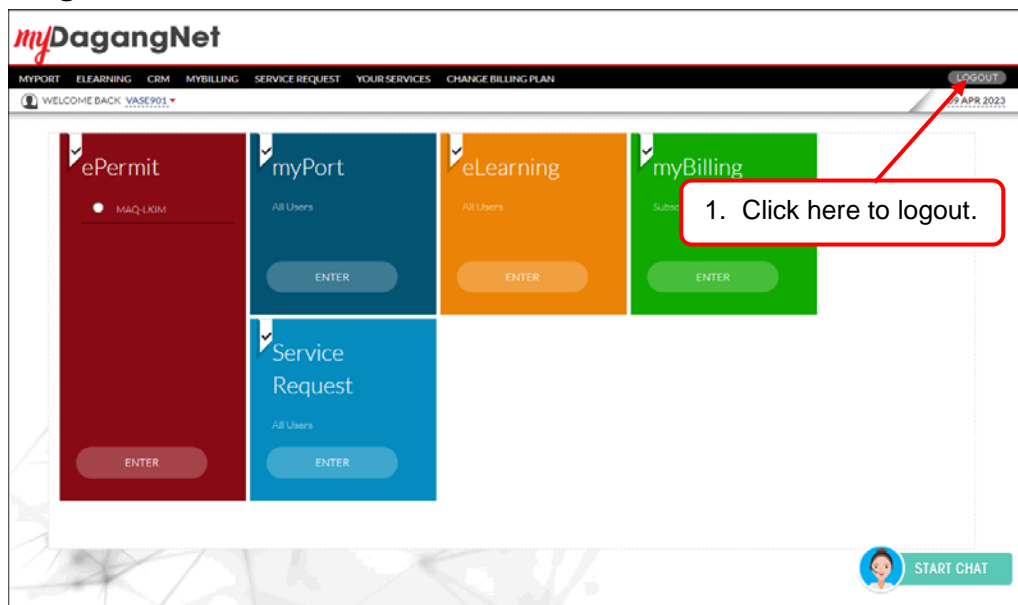


Figure 4

Section 3. Add Product Purchase

This section shows the steps to add product purchase directly from the customer's portal,

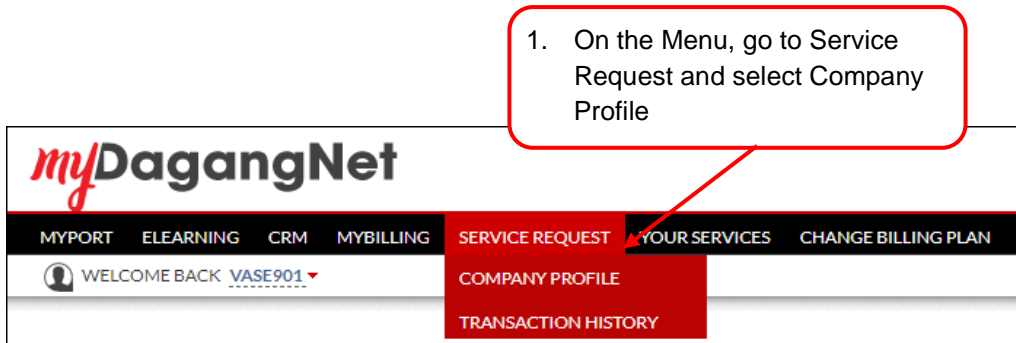


Figure 5

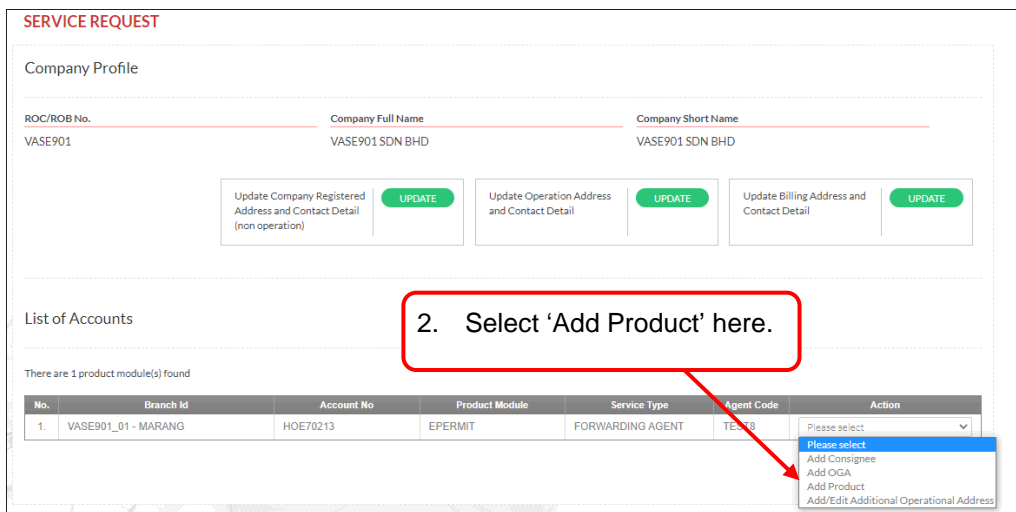


Figure 6

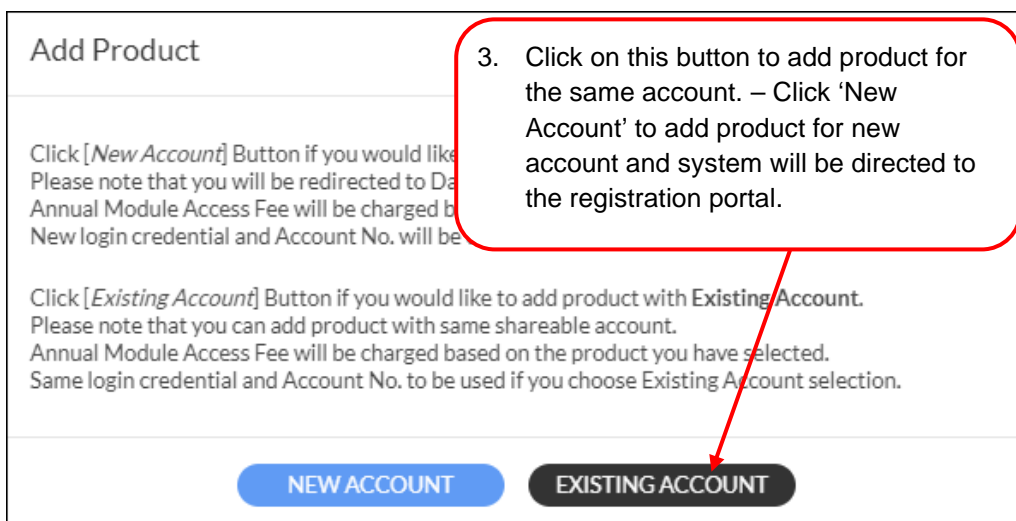


Figure 7

SERVICE REQUEST

Add Product

ROC/ROB No. Branch Id Account No

Software Provider

Only allowed to select ONE (1) product

Product Module *

Sub Product Type *

4. Click to select new product module

Charges Breakdown

No.	Description	Quantity	Per Unit (RM)	Service Tax (%)	Amount After Service Tax (RM)
1	NPCO STANDARD PLAN ANNUAL ACCESS FEE	1	200.00	6	212.00

Requestor Details

Salutation & Name * NRIC/Passport No. * Designation * Email Address *

Contact No *

Figure 8

SERVICE REQUEST

Add Product

ROC/ROB No. Branch Id

Software Provider

Only allowed to select ONE (1) product

Product Module * Service Type *

Sub Product Type *

- DEWAN PERNIAGAAN MELAYU MALAYSIA
- FEDERATION OF MALAYSIAN FREIGHT FORWARDERS**
- FEDERATION OF MALAYSIAN MANUFACTURERS
- MALAYSIAN ASSOCIATED INDIAN CHAMBERS OF COMMERCE & INDUSTRY
- MALAYSIAN TEXTILE MANUFACTURERS ASSOCIATION
- MALAYSIAN TEXTILE MANUFACTURERS ASSOCIATION
- THE ASSOCIATED CHINESE CHAMBERS OF COMMERCE AND INDUSTRY OF MALAYSIA

Billing Plan *

5. Once Service Type selected, Sub Product Type will be listed here. Click to select.

6. Select Billing Plan for this product.

License Details

List of Existing Licenses Apply Existing License

No.	License Type	Issuing Authority	License No.	Product Module	Expiry Date	Status	Action
No Record(s) found.							

List of New Licenses *

No.	License Type	Issuing Authority	License No.	Product Module	Expiry Date	Status	Action
No Record(s) found.							

7. Then, click here to add new license.

Charges Breakdown

No.	Description	Quantity	Rate	Total After Service Tax (RM)
1	NON PREFERENTIAL CERTIFICATE OF ORIGIN EVALUE PLAN	1	0.00	0.00

Requestor Details

Salutation & Name * NRIC/Passport No. * Designation * Email Address *

Contact No *

Figure 9

3.1. Add License

1. Click to select details as required.

2. Expiry is mandatory if PIA selected is Customs or PBT. Click to view calendar and select date.

License Type *	Issuing Authority *	License No. *
Manufacturing License	MIDA	L12345
Expiry Date	Status	
31/01/2024	ACTIVE	
Attached Documents		
Document Name	Mandatory	Action
Manufacturing License - MIDA - L12345	YES	Browse

SAVE CANCEL

Figure 10

3. Click on this button to upload license

License Type *	Issuing Authority *	License No. *	
Manufacturing License	MIDA	L12345	
Expiry Date	Status		
31/01/2024	ACTIVE		
Attached Documents			
Document Name	Document File	Mandatory	Action
Manufacturing License - MIDA - L12345		YES	Browse

SAVE CANCEL

Figure 11

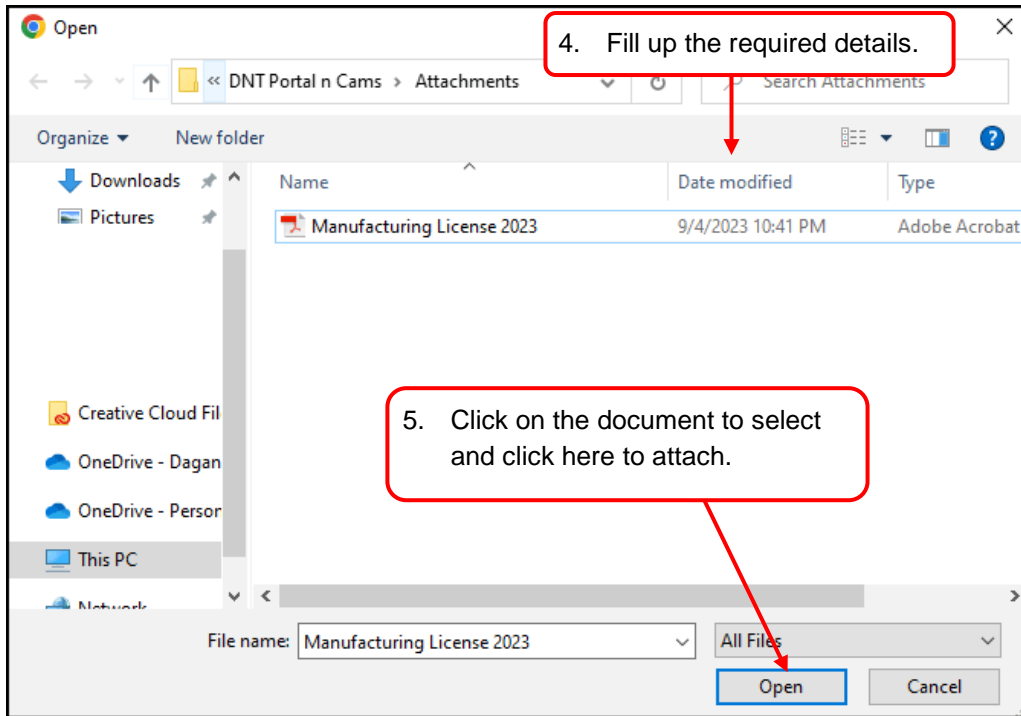


Figure 12

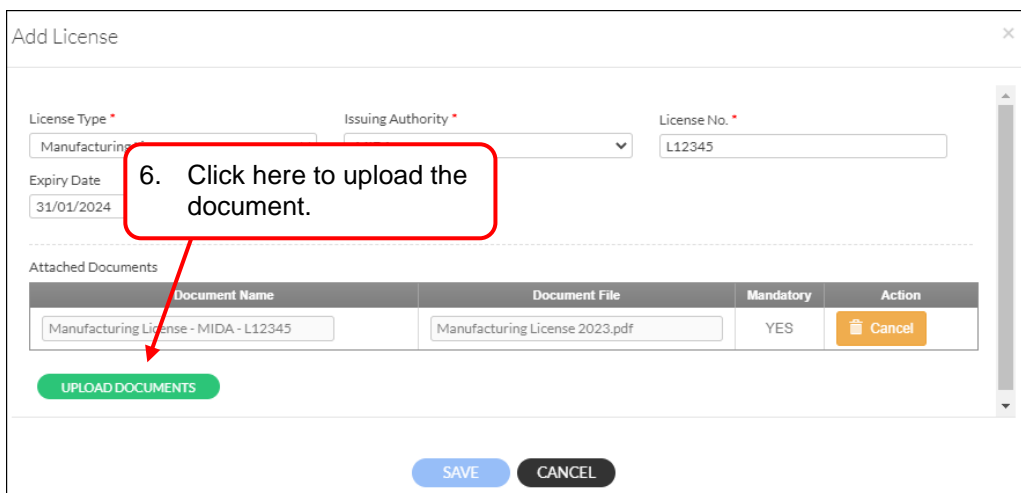


Figure 13

Add License

License Type * Manufacturing License

Issuing Authority * MIDA

License No. *

Expiry Date 31/01/2024

Status ACTIVE

7. Document uploaded.

Attached Documents

Document Name	Document File	Mandatory	Action
Manufacturing License - MIDA - L12345	Manufacturing License 2023.pdf	YES	Delete

8. Click here to save.

SAVE CANCEL

Figure 14

SERVICE REQUEST

Add Product

ROC/ROB No. VASE901

Branch Id VASE901_01 - MARANG

Account No HOE70213

Software Provider DAGANG NET TECHNOLOGIES

Only allowed to select ONE (1) product

Product Module * NON PREFERENTIAL CERTIFICATE OF C

Service Type * NPCO TRADER

Sub Product Type *

- DEWAN PERNIAGAAN MELAYU MALAYSIA
- FEDERATION OF MALAYSIAN FREIGHT FORWARDERS
- FEDERATION OF MALAYSIAN MANUFACTURERS
- MALAYSIAN ASSOCIATED INDIAN CHAMBERS OF COMMERCE & INDUSTRY
- MALAYSIAN TEXTILE MANUFACTURERS ASSOCIATION
- MALAYSIAN TEXTILE MANUFACTURERS ASSOCIATION
- THE ASSOCIATED CHINESE CHAMBERS OF COMMERCE AND INDUSTRY OF MALAYSIA

Billing Plan * EVALUATE PLAN

9. New license listed here with its status.

10. Action buttons:

- to view license details
- to edit license details
- to delete license

List of Existing Licenses

No Record(s) found.

List of New Licenses *

No.	License Type	Issuing Authority	License No.	Product Module	Expiry Date	Status	Action
1.	Manufacturing License	MIDA	L12345	NON PREFERENTIAL CERTIFICATE OF ORIGIN	31/01/2024	ACTIVE	

11. Add requestor details here.

Charges Breakdown

No.	Description	Quantity	Per Unit (RM)	(%)	Amount After Service Tax (RM)
1	NON PREFERENTIAL CERTIFICATE OF ORIGIN EVALUATE PLAN	1	0.00	6	0.00

Requestor Details

Salutation & Name * Please select

NRIC/Passport No. *

Designation *

Email Address *

Contact No. *

SAVE RESET CANCEL

Figure 15

SERVICE REQUEST

Add Product

ROC/ROB No. VASE901 Branch Id VASE901_01 - MARANG Account No HOE70213

Software Provider DAGANG NET TECHNOLOGIES

Only allowed to select ONE (1) product

Product Module * NON PREFERENTIAL CERTIFICATE OF C Service Type * NPCO TRADER

Sub Product Type *

- DEWAN PERNIAGAAN MELAYU MALAYSIA
- FEDERATION OF MALAYSIAN FREIGHT FORWARDERS**
- FEDERATION OF MALAYSIAN MANUFACTURERS
- MALAYSIAN ASSOCIATED INDIAN CHAMBERS OF COMMERCE & INDUSTRY
- MALAYSIAN TEXTILE MANUFACTURERS ASSOCIATION
- MALAYSIAN TEXTILE MANUFACTURERS ASSOCIATION
- THE ASSOCIATED CHINESE CHAMBERS OF COMMERCE AND INDUSTRY OF MALAYSIA

Billing Plan * EVALUATE PLAN

License Details

List of Existing Licenses Apply Existing License

No.	License Type	Issuing Authority	License No.	Product Module	Expiry Date	Status	Action
No Record(s) found.							

List of New Licenses * NEW LICENSE

No.	License Type	Issuing Authority	License No.	Product Module	Expiry Date	Status	Action
1.	Manufacturing License	MIDA	L123456	NON PREFERENTIAL CERTIFICATE OF ORIGIN	30/04/2024	ACTIVE	

Charges Breakdown

No.	Description	Quantity	Per Unit (RM)	Service Tax (%)	Amount After Service Tax (RM)
1	NON PREFERENTIAL CERTIFICATE OF ORIGIN EVALUATE PLAN	1	0.00	6	0.00

Requestor Details

Salutation & Name * MR. ALI ROME 12341234123 MANAGER Email Address * ali@email.com

Contact No * 031-2345678

12. Once all details completed, click here to save.

SAVE **RESET** **CANCEL**

Figure 16

Confirm Save

Confirm to save product?

13. Click 'OK' to proceed.

OK **CANCEL**

Figure 17

3.2. Update License (Edit & Renew)

Users can update their license for edit or renewal for approved license.

SERVICE REQUEST

Company Profile

ROC/ROB No. Company Full Name Company Short Name

List of Accounts

There are 2 product module(s) found

No.	Branch Id	Account No	Product Module	Action
1.	VASE901_01 - MARANG	HOE70213	NON PREFERREDENTIAL CERTIFICATE OF ORIGIN	<input type="button" value="Add License"/>
2.	VASE901_01 - MARANG	HOE70213	NPCO TRADER	<input type="button" value="Add License"/>

1. Select "Add License"

Figure 18

SERVICE REQUEST

Add License

ROC/ROB No. Branch Id Account No

Software Provider Product Module

License

List of Existing Licenses

No.	License Type	Issuing Authority	License No.	Product Module	Expiry Date	Status	Action
1.	Manufacturing License	MIDA	L123456	NON PREFERREDENTIAL CERTIFICATE OF ORIGIN	30/04/2024	ACTIVE	<input type="button" value="View License"/>

Only allowed to add ONE (1) license per request

No Record(s) found.

3. Click here to add new license.

Requestor Details

Salutation & Name * NRIC/Passport No. * Designation * Email Address *

Contact No *

Figure 19

Add License

License Type *
 Manufacturing License

Issuing Authority *
 Please select

License No. *

Expiry Date *

Status
 EXPIRED

Attached Documents

Document Name	Document File	Mandatory	Action
Manufacturing License -			

4. Add license details as in section 3.1 Add License

SAVE CANCEL

Figure 20

SERVICE REQUEST

Add License

ROC/ROB No. VASE901 Branch Id VASE901_01 - MARANG Account No HOE70213

Software Provider DAGANG NET TECHNOLOGIES Product Module NON PREFERENTIAL CERTIFICATE OF ORIGIN Service Type NPCO TRADER

License

List of Existing Licenses

No.	License Type	Issuing Authority	License No.	Product Module	Expiry Date	Status	Action
1.	Manufacturing License	MIDA	L123456	NON PREFERENTIAL CERTIFICATE OF ORIGIN	30/04/2024	ACTIVE	

Only allowed to add ONE (1) license per request

No.	License Type	Issuing Authority	License No.	Expiry Date	Status	Action
1.	Manufacturing License	CUSTOMS	0123444	20/10/2023	ACTIVE	

5. Once all details completed, click here to save.

Requestor Details

Salutation & Name *
 PUAN SRI AIDA

NRIC/Passport No. *
 1111111111

Address *
 BOSS aida@boss.com

Contact No. *
 112-2334455

SAVE CANCEL

Figure 21

Confirm Save

Confirm to save product?

6. Click 'OK' to proceed.

OK CANCEL

Figure 22

SERVICE REQUEST

Transaction History

Status
ALL

QUERY

7. New request listed in the Transaction History.

There are 2 record(s) found

No.	Registration Id	Request Type	Submitted Date	Updated Date	Status	Action
1.	UCA12737	ADD LICENSE	10/04/2023 12:21:37 AM	-	PENDING FOR DAGANG NET APPROVAL	VIEW
2.	UCA12736	ADDITIONAL PRODUCT PURCHASE	09/04/2023 10:58:55 PM	10/04/2023 12:02:18 AM	APPROVED BY DAGANG NET	VIEW

Figure 23

Section 4. Transaction History

This section shows the steps to view transaction histories for service request.

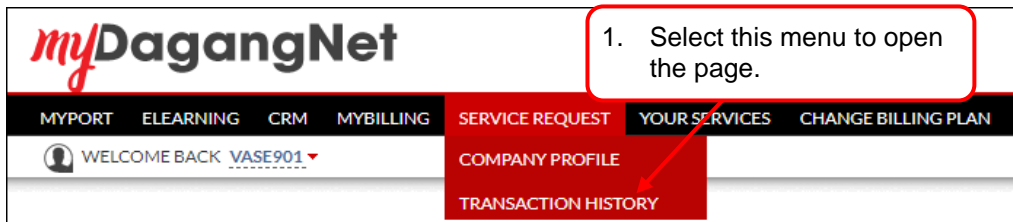


Figure 24

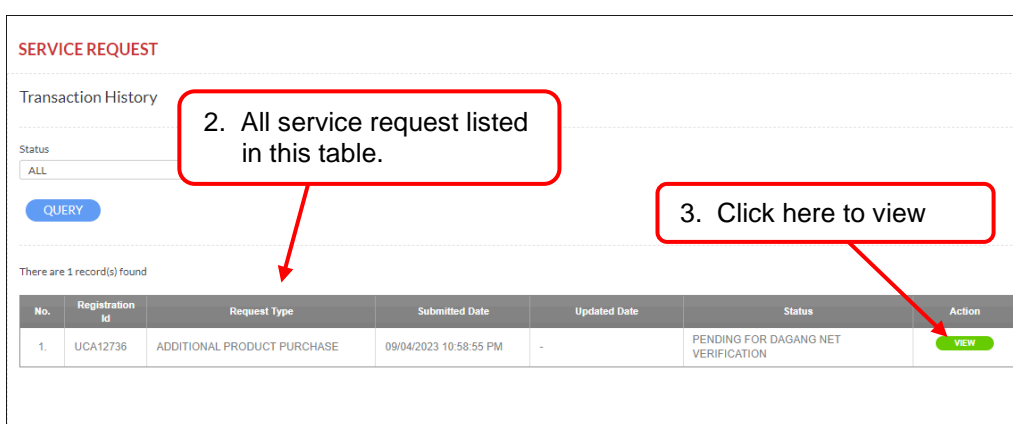


Figure 25

SERVICE REQUEST

Transaction History : Add Product (UCA12736)

PENDING FOR DAGANG NET VERIFICATION

ROC/ROB No. Branch Id Account No
VASE901 VASE901_01 - MARANG HOE70213

Software Provider
DAGANG NET TECHNOLOGIES

Product Subscription

Product Module Service Type Sub Product Type
NON PREFERENTIAL CERTIFICATE OF ORIGIN NPCO TRADER FEDERATION OF MALAYSIAN FREIGHT FORWARDERS

Billing Plan
EVALUE PLAN

License Details

No.	License Type	Issuing Authority	License No.	Expiry Date	Status	Action
1.	Manufacturing License	MIDA	L123456	30/04/2024	ACTIVE	

CHARGES BREAKDOWN

No.	Description	Quantity	Per Unit (RM)	Service Tax (%)	Amount After Service Tax (RM)
1	NON PREFERENTIAL CERTIFICATE OF ORIGIN EVALUE PLAN	1	0.00	6	0.00
TOTAL CHARGES:					0.00

[VIEW INVOICE](#)

Requestor Details

Salutation Name
MR. ALI ROME

Designation Email Address Contact No
MANAGER [REDACTED].com 0312345678

[BACK](#)

4. Latest service request status.

5. Click here to go back to the listing table.

Figure 26

- Once the application verified and approved, the system will send a notification to the provided email address.

-End of Guide-

This user manual shall be updated as and when required.