

How to Accept Vessel Purchase on the Web (Document)

After the approval of the vessel purchase document., the documentation will change to "To Be Accepted" status, and the task of "Vessel Purchase – Accept" will appear on the workbench of personnel with acceptance authority.

The user logs in to the OLISS Web side and operates in steps 1-4 below on the workbench interface.

The screenshot shows the OLISS Web Workbench interface. At the top, there is a navigation bar with 'Workbench (29/288)', 'Vessel Monitor', and 'Find'. Below this, a 'To-do List' section contains a red instruction: '1. Log in to the OLISS Web side, enter the workbench interface by default, and click "Workflow Task- Vessel Purchase- Accept"'. The interface displays three task categories: 'Workflow Task (287)', 'Vessel Purchase—Accept(6)', and 'Waiting Task(57)'. A red box highlights the 'Vessel Purchase—Accept(6)' category. Below this, a detailed view of a 'Vessel Purchase—Accept' task is shown. A red instruction reads: '2. When there is a lot of documentation, you can search for the target documentation through the filter bar or keywords, and then click on the target documentation'. A search bar with 'Keywords Searching', 'Search', and 'Reset' buttons is visible. Below the search bar is a table with columns: No., Vessel Purchase No., Vessel, Appl. Dept., Item Type, Creation Date, Supply Date, Purchase Content, and Operation. The table contains four rows of data.

No.	Vessel Purchase No.	Vessel	Appl. Dept.	Item Type	Creation Date	Supply Date	Purchase Content	Operation
1	SP-S24052301	LINK OCEAN 1	Engine Dept.	Marine Stores	2024-05-23	2024-06-23	Items: Marine Stores/Number of Items Purchased: 1	Print
2	SP-S24022305	LINK OCEAN 1	Engine Dept.	Marine Stores	2024-02-23	2024-03-23	Items: Marine Stores/Number of Items Purchased: 3	Print
3	SP-S24022304	LINK OCEAN 1	Engine Dept.	Marine Stores	2024-02-23	2024-03-23	Items: Marine Stores/Number of Items Purchased: 1	Print
4	SP-S24022303	LINK OCEAN 1	Deck Dept.	Marine Stores	2024-02-23	2024-03-23	Items: Marine Stores/Number of Items Purchased: 1	Print

Vessel Purchase Details Accepting

Vessel Purchase No.: SP-S24052301 Associated Purchase Appl.: PA-S24052306

Vessel: LINK OCEAN 1 Item Type: Marine Stores Appl. Dept.: Engine Dept. Creation Date: 2024-05-23

Supply Date: 2024-05-23 Currency: CNY Purchase Date: Purchase Place:

Check Budget Utilization Status >

Total Price (CNY): 100.00 Higher Amount Accuracy

No.	Stores Name	Code Number	Specification	Unit	Appl Qty	Actual Purchase Qty	Unit Price	Supplier	Remarks	Storage Position	P.I.C.	Validity Period
1	手套	19010001		件	20	20		测试测试		机舱	驾驶员	

Remarks: Self Purchase Voucher:

3. Click "Complete Acceptance"

Task Progress Comment Complete Acceptance

Complete Acceptance

LINK OCEAN 1|Marine Stores|Engine Dept.

Stock-In Date *:

Stock-In Place *:

Stock-in Items

No.	Stores Name	Code Number	Stores Specification	Stock-in Qty	Storage Position *	P.I.C. *
1	手套	19010001		20(件)	机舱	驾驶员

Remarks: 0 / 500

Attachment:

4. Complete the information according to the actual situation (with * required), and finally click "Confirm" to change the documentation to "Completed" status

Description:

The ship self-purchase process is divided into: Execute (Required) – Approve (Required) – Accept (Not Required).

When there is no "Accept" step in the approval process, users need to supplement the complete purchase date, purchase place, storage location, and person in charge in the first execution stage.

When there is an "Accept" step in the approval process, users may not necessarily complete the purchase date, purchase place, storage location, and person in charge in the first execution stage. In the third acceptance stage, the above information needs to be completed before the acceptance can be completed.

After acceptance, the documentation will become "Completed" status, and the stock-in sheet will be automatically generated, which can be queried in the stock-in management interface (see the figure below).

Stock Management

Stock-in Management

Add Stock-in Record(Correction type) Add Stock-in Record(Offline Purchase) After the acceptance is completed, the stock-in sheet will be automatically generated. You can click the associated documentation to view the details. Keywords Searching Search Reset

No.	Stock-in Record	Item Type	Stock-in Type	Stock-in Object	Stock-in Dept.	Numbers of Items	Stock-in Place	Related Doc	Operator	Status	Stock-in Date	Operation
5	OL1-SI-P24120305	Spare Parts	Purchase	LINK OCEAN 1	Engine Dept.	1	扬州港	Vessel Purchase	潘俊杰	Finished	2024-12-03	Export
6	OL1-SI-P24120304	Spare Parts	Stock-in by Stock-taking	LINK OCEAN 1	Engine Dept.	1		Stock-taking	朱俊	Finished	2024-12-03	Export
7	OL1-SI-P24120303	Spare Parts	Purchase	LINK OCEAN 1	Engine Dept.	2		Purchase Order	朱俊	Finished	2024-12-03	Export