

## How to view and copy shared files

Users can log in to the website of OLSaaS, and operate in "SMS Management → SMS Files → External Files" interface according to the following steps 1-4:

1. Click in turn to enter "External Files" interface

2. Switch to "Shared Files" interface.

3. You can find the target shared file through the filter bar above the list

4. After finding the target file, click "Copy" on the right.

File No.	File Name	Issuing Authority	File Classification	Appendix	Study Record	Attachment	Effective Date	Expiration Date	Update Time	Operation
海防法〔2022〕142号	关于印发《直属海事系统“双随机、一公开”监管实施办法》的通知	中华人民共和国海事局	Regulation(General)		Unread		2023-01-01		2023-03-29 13:51:23	Copy
沪海通航〔2022〕191号	关于印发《上海海事局海上风电场海上交通安全管理规则》的通知	上海海事局	Regulation(Navigation)		Unread		2023-01-01	2027-12-31	2023-03-29 13:44:54	Copy
沪海危防〔2023〕7号	关于印发水上液化天然气加注作业安全管理规定	上海海事局	Regulation(Crisis Prevention)		Unread		2023-02-01	2028-01-31	2023-03-29 13:38:10	Copy
沪海危防〔2023〕5号	关于印发散装液体危险货物运统志（码）	上海海事局	Regulation(Crisis Prevention)		Unread		2023-02-01	2028-01-31	2023-03-29 13:30:51	Copy
上海海事局通告2022年第7号	关于进一步明确长江口及其附近水域船舶交通管理的规定	上海海事局	Regulation(Navigation)		Unread		2023-02-01	2026-01-31	2023-03-29 13:27:30	Copy
冀海船舶〔2022〕73号	河北省船舶碰撞船舶管理办法	河北海事局	Regulation(Vessel)		Unread		2023-02-01	2028-01-31	2023-03-29 13:24:16	Copy

Copy External File

File Name: 关于印发散装液体危险货物运输货主（码头）高质量选船机制管理办法的通知

File Classification: Regulation(Crisis Prevention)

File No.: 沪海危防〔2023〕5号

Issuing Authority: 上海海事局

Effective Date: 2023-02-01

Expiration Date: 2028-01-31

Responsible Dept.:

Company Internal No.:

Warning Days: 90

File Ordering:  Top  After Specified File

Specified File\*: 长江海事局船舶航行安全条例

File Description:

Create A Notice?

Complete relevant information as required, and click "Confirm".

Confirm Cancel

Description: After the shared system materials are copied successfully, the copied files will appear in the external file interface! As shown below:

External File Shared Files

+ Add Import Export

Default Order Valid Reset

File No.	File Name	Responsible ...	Issuing Aut...	File Classifi...	Appendix	Study Reco...	Attachment...	Uploader	Effective Date	Expiration ...	Update Time	Operation
江苏海事局通告2022年第4号	江苏海事局桥区水域水上交通安全监督管理规定	甲板	江苏海事局	Regulation(Crisis)		Read		互海科技-高	2022-02-01		2023-04-20 18:11:51	...
20230221	扬州海事局船舶航行安全条例	航运部	扬州海事局	Regulation(Vessel)		Unread		互海科技-高	2020-08-08	2025-08-07	2023-02-21 16:25:59	...
江苏海事局通告2022年第3号	江苏海事局船舶航行富余水深管理规定	甲板	江苏海事局	Regulation(Navigation)				互海科技-高	2022-02-01		2023-02-21 16:11:28	...
20230222	长江海事局船舶航行安全条例		长江海事局	Regulation(Vessel)		Unread		互海科技-高	2021-01-01	2025-12-31	2023-02-22 09:51:29	...
沪海危防〔2023〕5号	关于印发散装液体危险货物运输货主（码头）高质量选船机制管理办法		上海海事局	Regulation(Crisis Prevention)		Unread		互海科技-高	2023-02-01	2028-01-31	2023-04-24 16:37:45	...

Specified File 长江海事局

Files copied from shared files