How to Accept Crew Transfer (Document)

After the shore-based crew transfer order is executed, the documentation flows to the workbench of the corresponding acceptance role according to the set process node.

Users log in to the OLISS web side, enter the workbench interface by default, and click "Crew Transfer -Accept" in the workflow task. In the Crew Transfer -Accept interface, you can retrieve the target documentation by keywords or filtering columns, and then click on the target documentation to enter the details interface. Click "Acceptance" or "Return" according to the actual situation, or you can "Comment" or click "More" to export the transfer order

© (Q		Γ	Workbench (28896)	Vessel Monitor	Find	Switching System	, Q ° 53 en ,	⑦ 🕋 M18	
Т	p-do List		L	I						
1 Users log in to the OLISS web side, enter the workbench interface by default, and click "Crew Transfer- Accept" in the workflow task 1 Items Selected All Vessels All Ves										
Workflow Task (370)										
Waiting Task(128)										
←c	← Crew Transfer—Accept									
	2. You can retrieve t	the target docume	ntation by keyv	vords or filtering o	olumns, and the	n click on the target	Planned Sign-on/Sign-off Da	e details interfac	e Search Reset	
No.	Transfer Order No. Transfer Order Type	Vessel Name 🔻	Rank 🔻	Sigh-on Crew Name	Cert. Rank	Sigh-off Crew Name	Planned Sign-on/Sign-off Date	Planned Sign-	on/Sign-off Port	
1	CT-25012207 Replacement Crew	自测1号	2ND Engineer	吴学通 2323241*******5	2ND Engineer	李达 360311197********1	2025-01-09	123		
Transfer Order Details (Accepter)										
	Transfer Order No.: CT-25012207 Vessel Name: 自測1号 Rank: 2ND Engineer				Replacement Crew Planned Sign-on/Sign-off Date: 2025-01-09 Planned Sign-on/Fort: 123					
	Remarks: Sign-on Crew Info. Unsigned Contract, Click to Add>				Sign-off Crew Info.					
	Crew Name: 果学酒 ID: 2323245 Concurrent Post: Crew Source: Cert. Rank: ZND Engineer Actual Sign-on Date: 2025-01-09 Actual Sign-on Place: 123 Attendance Time of the Sign-on day: 0.5				Crew Name: 季弦 ID: 360311**********************************					
<	Work Handover Records: OK Material Collection	x Handover Records: OK Irial Collection 3、 Click "Accept" or "Reject" according to the actual situation, or you can "Commemt" or click "More" to export the transfer order								
	Task Progress						Invalid	lore Comment A	Reject	

Next step:

If the acceptance is passed, the documentation will become "completed".

If the acceptance is returned, it can be returned to any approved approval/execution node, and it can also be returned to the submitter.

1)If the documentation is returned to any approved approval/execution node, the documentation will flow to the Workplace of the relevant approval/execution personnel.

2)If the documentation is returned to the submitter, in the "Crew Management - Crew Transfer " interface, the documentation will become "Rejected" status.