

How to manually query the crew certificate or manually copy the MSA certificate into the system

Users can log in to the website of OLISS, and operate in "Crew Management→Crew Cert.Query" interface according to the following steps 1-5:

The screenshot shows the OLISS Crew Management interface. A modal dialog box titled "Add Query Task" is open, with a red box around the "ID Card No." input field. The background shows a table with columns: No., ID Card No., Name, Number of Valid Certificates, Query Time, Back Time, Query Types, Execution Status, Query Result, and Operation. The table contains four rows of data. Annotations include: "1. Click in turn to enter 'Resume Update' interface" pointing to the left sidebar; "2. Click 'Add Query Task'" pointing to the "Add Query Task" button; and "3. Fill in the ID Card No. and click 'Confirm'" pointing to the dialog box.

No.	ID Card No.	Name	Number of Valid Certificates	Query Time	Back Time	Query Types	Execution Status	Query Result	Operation
1	321084196*****	鲁市		2025-01-20 02:30		Auto Update	Query failed.	Wrong ID card number.	Delete
2	321084196*****	诸懿谨		2025-01-20 02:30		Auto Update	Query failed.	Wrong ID card number.	Delete
3	321084196*****	郭磊		2025-01-20 02:30		Auto Update	Query failed.	Wrong ID card number.	Delete
4	32108419*****	于禁		2025-01-20 02:30		Auto Update	Query failed.	Wrong ID card number.	Delete

Click "Submit" at step 3 and this interface will pop up

The query task is submitted successfully. Please refresh it later.

Ok ← Click "OK"

The screenshot shows the OLISS Crew Cert. Query interface. The "Add Query Task" button is highlighted. Below it, a table displays the query results. A red box highlights the first row of the table, which shows a successful query. Annotations include: "After submitting in step 3, you can view the query results on the Crew Cert. Query interface" pointing to the table.

No.	ID Card No.	Name	Number of Valid Certificates	Query Time	Back Time	Query Types	Execution Status	Query Result	Operation
1	37108119*****	邓阳	16	2025-01-20 07:11	2025-01-20 15:12	Manual Query	Query succeeded.	Success	View
2	32108419*****	鲁肃		2025-01-20 02:30		Auto Update	Query failed.	Wrong ID card number.	Delete



Name(OLSaaS)	ID Card No.(OLSaaS)	Name(MSA)	ID Card No.(MSA)
邓阳阳	37108119*****	邓阳	37108119*****

Cert.(OLSaaS)

4. Display "Valid" by default switch to view "Invalid"

No.	Cert. Name	Cert. No.	Cert.Description	Issuing Authority	Issued Date	Expiry Date	Valid
1	Certificate of Competency for Seafarers	BED11120*****	船长	威海海事局	2023-01-18	2028-01-18	Valid
2	Certificate of Proficiency for Seafarers	Z00007*****		莆田海事局	2005-12-12		Invalid
3	Certificate of Proficiency for Seafarers	PEH202*****5		济南海事局	2023-02-22	2028-02-22	Valid
4	Medical Certificate for Seafarers	MEA12120*****		威海市中心医院	2024-09-06	2026-09-06	Valid
5	Certificate of qualification of seafarers on inland waterway	EFB14****		南京海事局	2024-08-20	2029-08-20	Valid
6	Basic training	PEH2023*****		济南海事局	2023-02-22	2028-02-22	Valid
7	Proficiency in survival craft and rescue boats other than fast rescue boats	PEH202*****		济南海事局	2023-02-22	2028-02-22	Valid
8	Training in medical first aid	PEA20*****		山东海事局	2013-11-12	2047-10-18	Valid
9	Training in advanced fire fighting	PEH2023*****		济南海事局	2023-02-22	2028-02-22	Valid
10	Training in medical care	PEA201*****		山东海事局	2013-11-12	2047-10-18	Valid
11	Security awareness training	PEA2013*****		山东海事局	2013-11-12	2047-10-18	Valid

5. Click "Confirm"

Confirm

Edit Crew Info