

FREIGHT PROVIDER MANUAL

USER GUIDE TO TIME SLOTTING AND CROPCONNECT CARRIER PORTAL

1800 809 482 (OPTION 2) - TIME SLOTTING@GRAINCORP.COM.AU

TIME SLOTTINGTIME SLOTTING

4 August 2023

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1. Contents

1.	Conte	ents	1
2.	Over	view of GrainCorp's Systems for Truck Companies	2
	2.1.	GrainCorp Subcontractors	2
	2.2.	Non-GrainCorp Subcontractors	2
	2.3.	How to Access Time Slotting and the CropConnect Carrier Portal	3
Ti	me SI	otting	5
3.	Time	Slotting – for GrainCorp and non-GrainCorp Subcontractors	6
	3.1.	Navigating Time Slotting	6
	3.2.	Bookings	7
	3.3.	Creating, Viewing and Changing slots	7
	3.4.	Cancelling slots	8
	3.5.	Texts and emails generated by Time Slotting	10
	3.6.	Delegating Time Slots – (only applies to Non-GrainCorp Subcontractors)	11
	3.7.	Split inbound time slots	12
	3.8.	Settings > Fleet Settings	13
	3.9.	Settings > Drivers	13
	3.10.	Settings > Permits	14
Ca	arrier	Portal	15
4.	Carrie	er Portal for GrainCorp Subcontractors	16
	4.1.	Navigating between Customer, Grower and Carrier profiles	16
	4.2.	Accepting Orders	17
	4.3.	Orders in Progress	18
	4.4.	Proof of Delivery	19
	4.5.	Completed Bookings	20
	4.6.	Compliance Documentation	21
	4.7.	Compliance Documentation Flow Chart	22



2. Overview of GrainCorp's Systems for Truck Companies

GrainCorp deals with truck companies in different ways depending on the commercial relationship.

Truck companies where GrainCorp pays for the freight to move grain between locations are referred to as GrainCorp sub-contractors in this document.

Customers that warehouse grain with GrainCorp and engage truck subcontractors to move grain into and out of GrainCorp sites are referred to as non-GrainCorp subcontractors throughout this document. For these movements, the commercial relationship is between the customer and the truck subcontractor.

Outside of harvest, all grain truck movements book time slots and are the intended audience for this document.

Harvest movements do not have time slots and all data related to the truck is captured when the truck is processed on site. Harvest trucks will not use the systems outlined in this document.

2.1. GrainCorp Subcontractors

Trucks subcontracting to GrainCorp use the CropConnect Carrier Portal to accept loads, view rates, update truck registrations, upload paperwork and manage compliance documents.

GrainCorp subcontractors also use Time Slotting to enter details for trucks, including the truck code, weight limit type and any associated permit numbers.

Once the details are entered into Time Slotting, they save into the Settings tab, and will automatically populate in Time Slotting when the registration is entered into the CropConnect Carrier Portal for future movements. The details will need to be updated when they change, or when they expire.

When truck registrations are entered into the CropConnect Carrier Portal, notifications display if permits are not set up correctly in Time Slotting.

2.2. Non-GrainCorp Subcontractors

Trucks completing freight movements where GrainCorp does not pay for the freight only need to use Time Slotting.

Once customers assign truck companies (freight providers) against orders to move grain into and out of the GrainCorp network, time slots can be booked against the order.

During the time slot booking process, details for trucks, including the truck code, weight limit type and any associated permits are entered into the system and this information replicates onto site weighbridge and sample stand computers to streamline processing.

Details for truck registrations save to Settings in Time Slotting and will automatically pre-populate for future bookings when the registration is selected.



2.3. How to Access Time Slotting and the CropConnect Carrier Portal

Freight Providers that have previously registered for a Freight Provider Id Number and systems access will be able to access Time Slotting.

GrainCorp subcontractors can access the CropConnect Carrier Portal using the same log in details in Time Slotting

To register as a new freight provider, the 'Road Freight Provider Application' must be completed. It is available on the GrainCorp website under Grains, in the Agreements, Schedules and Forms page. (http://www.graincorp.com.au/grains/agreement-forms).

Requested by: (please tick) Road Freight Provider Buyer Wishing to Transport on behalf of: GrainCorp Customer/Grower Section B: Requestor Details Section B: Requestor Details	Grower
Wishing to Transport on behalf of: GrainCorp Customer/Grower Section B: Requestor Details	
Section B: Requestor Details	
Section B: Requestor Details	
Contact Name: Email:	
Company: Phone: ()	
Position: Fax: ()	
Signature: Date: / /	
Town/Suburb:	1-1-1-1-
State: Post Code: P	ost Code:
Section E: Execution (GrainCorp Use Only)	Freight Provider ID
Stocks Dept Use Only Workflow Workflow FP ID FP ID Notified	
Yes/No	┥└────
Initials	-
	-



On receipt of the form, GrainCorp will an respond with a Freight Provider ID number and instructions for accessing Time Slotting (<u>https://Time Slotting.graincorp.com.au</u>).

Once GrainCorp subcontractors have a freight provider number, a self-registration process link is available in the CropConnect.

To access, go to http://cropconnect.com.au/ and click 'Register'.



Complete and submit the 'Request a User Account for GrainCorp Systems' web form below, selecting 'Freight Provider' as the <u>User Type</u>. Provide all company information, including the Freight Provider ID number that GrainCorp provides after the Road Freight Provider Application form is processed.

GrainCorp	Tracking Appleants	No In Date 64332018
Re	quest a User Account for GrainCorp Systems	
Please enter the folio: Fields marked * are m Preasing clear will cle The email address sh	wing information and press the Submit button below. nandstory. set all failds on the screen nown below will be used for mailing of reports, confirmations and other communications with you.	
User Type: *	O Gromer O Boyer ® Freight Provider	
Company Details	ls	
Company Name: *	AUN Number: * Company Code:	
Address:	Suburb/Town: State: V Po	stcode:
User Details First Name: * Email Address: * Telephone: *	Surname: * Repeat Email Address: *	
Access Details Access to Freight Provider ID: IDs Added:	Add ID	
Comments:		
		\sim
Submit		Clear

Once completed, an email from GrainCorp with your login details and temporary password will be provided. Time Slotting system is available at https://TimeSlotting@graincorp.com.au

Google Chrome is the recommended browser.



Time Slotting

For GrainCorp and non-GrainCorp Subcontractors

3. Time Slotting – for GrainCorp and non-GrainCorp Subcontractors

This section is for use by GrainCorp subcontractors to maintain permits in Time Slotting if prompted to do so from the Carrier Portal, and for non-GrainCorp subcontractors to book time slots and update permits.

To access Time Slotting, go to https://Time Slotting.graincorp.com.au.

3.1. Navigating Time Slotting

Tabs are used to navigate between the different functions.



Bookings - displays a list of orders to create, change and cancel time slots.

Orders - similar to Bookings, displaying a list of orders to create, change and cancel time slots.

Settings - allows you to manage contact details for schedulers, and manage drivers, fleets and permits.

Reports - provides access to the Site Capacity and Weekly Plan reports.

User Manual - provides instructions on how to use the system.

Logout – logs out of Time Slotting



3.2. Bookings

The Bookings screen is the main screen in Time Slotting and i is used to perform the following:

- Create time slot bookings
- View existing bookings
- Change bookings
- Cancel bookings (Note: GNC-Subcontractors will need to cancel/reject loads in CropConnect)
- Delegate bookings to other freight providers (option not available for GrainCorp subcontractors)
- View truck arrival and turn-around times

SrainTrar 💭	nsact _{Time Slo}	tting Boo	kings	Orders	Settings Repo	orts User Ma	anual Lo	gout													
Time Slot Boo	kings Late arr	ivals and ca	ncellati	ons must be adv	ised ASAP.																
Date:	-1 day 03/0	8/2023	To: 03	/08/2023 +1 da	у																
From Location:					_	To Location	n: 🗌														
Region:		~	Cluster:			✔ Port Zone:				~											
Truck Rego:			Truck D	iver:		Booking ID): 🗌														
Customer:			#			Freight Pro	ovider: SA	FE GRAIN FR	EIGHTERS	\$ 181807											
More Filters																					
Check All Uncheck All GC Reference No:	Due Site Cancel <3 Truck Cancel « On Time	30hrs notice :30hrs notic	e 🗹	No Slots Site Cancel > Truck Cancel Early	>30hrs notice >30hrs notice	V No Re Late - Late - Rejec	ego 🗹 - Truck 🗹 - Site 🗹 ttions 🗹	No S Turn Turn Unbo	how Around Around ooked	>2hrs 🗹 >1hr 🗸											
Commodity:		~	Season	Year:		Grade:	NO.		1												
Order Type:		~	Booked	Bookr	ed & Unbooked	~			_												
			(-													
Search	Ketresh Bookings	Clear		Jancel Selected	Delegate Select	ed Un-Del	legate Selecte														
						Delegated															
Plan Date GC Ref	No Customer	Customer	Grade	Booking D	Freight Frovider	Freight Provider	Driver	Rea	Truck I Type	Partial Load Bookings	Req	Bkd	Actual Tos From	То	Man	Capacity	Date	Time Slot	Transit	Req v	Truck
Thu 03/08 3000472	848 FREIGHT MOVEMENT	UAT TEST	APW1	8007740518) GRAINCORP ROAD	SAFE GRAIN FREIGHTERS	SAFE GRAIN FREIGHTERS	\$\$\$000		View		32.0	Thallon	ALLIED		Original	Thu	07:00		0	
Thu 03/08 3000472	837 GRAINCORP	NSW/QLD	H2		T I CLEADING					Booking				MILLS -	Мар		03/08	08:00		0	
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				8007740387 0	SAFE GRAIN FREIGHTERS		Meg	6	8-CML	Booking Create Booking View	400.0	41.4	Moree Su Moree Su	MILLS - TENNYSON Fisherman Islands Terminal Fisherman	Map Map	Original	03/08 Thu	08:00			
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				8007740387 (8007740388 1	SAFE GRAIN FREIGHTERS D SAFE GRAIN FREIGHTERS I SAFE GRAIN FREIGHTERS		Meg Meg	6	8-CML 8-CML	Create Booking View Booking View Booking	400.0	41.4 41.4	Moree Su Moree Su Moree Su	MILLS - TENNYSON Fisherman Islands Terminal Fisherman Islands Terminal Fisherman Islands Terminal	Map Map Map Map	Original Grain weighbridge	03/08 Thu 03/08 Thu 03/08	08:00 09:00 10:00 16:00 17:00	7 7	0	
Thu 03/08 3000472	2859 GRAINCORP	QLD IN	H2	8007740387 (SAFE GRAIN FREIGHTERS D SAFE GRAIN FREIGHTERS I SAFE GRAIN FREIGHTERS SAFE GRAIN FREIGHTERS		Meg Meg	6	8-CML 8-CML	Booking Create Booking View Booking Create Booking	400.0	41.4	Moree Su Moree Su Moree Su THALLON GRAINS THALLON	MILLS - TENNYSON Fisherman Islands Terminal Fisherman Islands Terminal Fisherman Islands Terminal Thallon	Map Map Map Map Map	Original Grain weighbridge	03/08 Thu 03/08 Thu 03/08	08:00 09:00 10:00 16:00 17:00	7 7	0	
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GrainCorp Roadfreight sub-contractors can only enter truck details and permits in Time Slotting. Changing time slots must be done in conjunction with the GrainCorp Road Planner.

3.3. Creating, Viewing and Changing slots

Hyperlinks (eg 'View Booking' and Create Booking' – highlighted blue in the Bookings column) are used to create new bookings and view or change existing bookings.



	Booking 8007740518	Dir O	Freight Provider GRAINCORP ROAD FREIGHT	Delegated Freight Provider SAFE GRAIN FREIGHTERS	Driver SAFE GRAIN FREIGHTERS	Reg \$\$\$000	Truck Type	Partial Load	Bookings View Booking	Req Tns	Bkd Tns 32.0	Actual Tns	From Thallon	To ALLIED MILLS - TENNYSON
			SAFE GRAIN FREIGHTERS						Create Booking	400.0			Moree Sub	Fisherman Islands Terminal
C	8007740387	0	SAFE GRAIN FREIGHTERS		Meg		68-CML		View Booking		41.4		Moree Sub	Fisherman Islands Terminal
	8007740388	Ι	SAFE GRAIN FREIGHTERS		Meg		68-CML		View Booking		41.4		Moree Sub	Fisherman Islands Terminal

3.4. Cancelling slots

Time Slots must be cancelled with as much notice as possible to allow other trucks to book the slots, and to allow GrainCorp to replan allocated resources.

The Bookings tab has a 'Cancel Time Slot' function by checking the box for a booking, and then pressing the 'Cancel Selected' button.

Note that it is important GrainCorp subcontractors <u>do not</u> cancel time slots in Time Slotting. Loads that cannot be completed must be rejected via the CropConnect Carrier Portal.

	Search	Refr	esh Bookings	5 Cl	lear)	ancel Select	ed)	Delegate	Selected)										
	Plan Date	GC Ref No	Customer	Customer Ref	Grade	Booking	Dir	Freight Provider	Driver	Reg	Truck Type	Partial Load	Bookings	Req Tns	Bkd Tns	Actual Tns	From	То	Мар	Cap Gro
Sat	t 05/08	3000472877	GRAINCORP	TIME SLOTTING	AUH2			SAFE GRAIN FREIGHTERS					Create Booking	2,000.0			Biloela	St James	Мар	
				S2S		8007740553	0	SAFE GRAIN FREIGHTERS	John	SAFE1	68- HML		View Booking		43.5		Biloela	St James	Мар	Ori <u>c</u>
						8007740554	I	SAFE GRAIN FREIGHTERS	John	SAFE1	68- HML		View Booking		43.5		Biloela	St James	Мар	Oriç

Bookings can also be cancelled by viewing the booking and pressing the Cancel Booking button at the bottom of the screen.



Figure 1: Create/View/Change Booking Functions



- Contact details for site are provided, including the site radio channel. These details are included in the confirmation SMS.
- Fleet time slots are possible up until midday the day before booking. Trucks are called forward at site using the truck registration, and this must be provided the afternoon before arriving.
- 3. Copy details to inbound if same truck details for origin and destination.
- Truck details entered during booking copy to weighbridge computers to improve truck processing at site.
- Preferred site remembers configuration for that site for future (i.e. CML upcountry load and PBS A Double tip)
- Lower Gross Combination Mass Limit can be specified for trucks that split in transit or are delivering to destinations with lower mass limits. The weighbridge system will not allow the truck to leave site until the actual weight is lower than this weight.
- Booked tonnes calculate based on tare history and the maximum mass limit.
- Partial load allows for different booked tonnes to be specified if the calculated booked tonnes is wrong, or if the tare history is wrong. It can also be used at the end of orders. Use is closely monitored for trucks attempting to bypass capacity controls.
- Care must be taken when the system prompts for site access permits because there could be a last mile issue at the site. Other permits (i.e. NHVAS Mass) are entered here.
- 10. Weekly plan is used to help customers not overbook slots on a specific day.
- 11. Site capacity is described with trucks, grades, commodities and tonnes.
- 12. Truck arrival details update when the truck is processed.
- Buttons allow split inbound, cancel, change or return to list and confirmation SMS.



3.5. Texts and emails generated by Time Slotting

To communicate operational delays for truck efficiency and driver fatigue planning, Time Slotting generates SMS texts and emails to schedulers.

To configure, go to Settings > Schedulers.

🧶 GrainTransad	t Time Slotting	Bookings	Orders	Sett	tings Re	ports	User Manual	Logout				
Freight Provider S	ettings											
Truck Company Name	Addı	ress	Phone	Site Delay	Notification	SMS Driv	er by Default	Save Changes	Schedulers	Fleet	Drivers	Permits
SAFE GRAIN FREIGHTERS	SAFE GRAIN, Sydn	ey, NSW, AU, 200	0	Driver	~				Schedulers	Fleet	Drivers	Permits
				Driver								
				Driver Driver and	Scheduler							

The default is to send notifications to the driver, and this can be configured as per the dropdown. This screen also allows configuration of the default SMS when creating or changing bookings.

🧶 GrainT	Transact Time Slotting Bookings Orders Settings Reports User Manual Logout
Scheduler	Settings
Name:	SAFE GRAIN FREIGHTERS
Address:	SAFE GRAIN, Sydney, NSW, AU, 2000
Phone:	
If incorrect o	ontact details are recorded, delay and confirmation notifications will not be received.
First Name:	Last Name: Email:
Phone:	Mobile: Send Site Delay/Cancel Notifications To: Email V
Add New	
Name John Safety jo	Email Phone Mobile Notifications ohn.safety@safegrainfreighters.com.au 0411111111 0411111111 Email Edit Delete

GrainCorp uses the Scheduler details to communicate with truck companies and it is important to keep these up to date. Time Slotting generates SMS and emails with the following information.

SMS Type	SMS Example
Create Booking	8007740557 SAFE1 - Biloela - 5 Aug@07-08 (ch14,ph:18-0080-9482 ENQ Laura 0498554213) to - St James - 5 Aug@13-14 (ch,ph:18-0080-9482 Enq brett 0437217792)
Change Booking	8007740553 SAFE1 - Biloela - New Time 5 Aug@08-09 (ch14,ph:18-0080-9482 ENQ Laura 0498554213) to - St James - New Time 5 Aug@15-16 (ch,ph:18-0080-9482 Enq brett 0437217792)
Site Delay	SITE DELAY: 8007740555 SAFE1 - Biloela - New Time 5 Aug@09-10 (ch14,ph:18-0080- 9482 ENQ Laura 0498554213) - Reason: Weather Delays
Site Cancel	SITE CANCELLATION: 8007740555 SAFE1 - Biloela - 5 Aug@09-10 (ch14,ph:18-0080- 9482 ENQ Laura 0498554213) - Reason: Weather Delays



3.6. Delegating Time Slots – (only applies to Non-GrainCorp Subcontractors)

Subcontracting is common in the grain industry and Time Slotting allows truck companies to share their time slot with another truck company.

Select the time slot and press the Delegate Selected button.

Search	Refr	esh Bookings	Clear		ancel	Selected)	De	legate Selected)																
Plan Date	GC Ref No	Customer	Customer Ref	Grade		Booking	Dir	Freight Provider	Driver	Reg	Truck Type	Partial Load	Bookings	Req Tns	Bkd Tns	Actual Tns	From	То	Мар	Capacity Group	Date	Time Slot	Transit Hours	Reg v Alloc	Split
Sat 05/08	3000472877	GRAINCORP	TIME SLOTTING S2S	AUH2				SAFE GRAIN FREIGHTERS					Create Booking	2,000.0			Biloela	St James	Мар						
						8007740557	0	SAFE GRAIN FREIGHTERS	John	SAFE1	68-HML		View Booking		43.5		Biloela	St James	Мар	Original	Sat 05/08	08:00 - 09:00	5	0	
					1	8007740558	I	SAFE GRAIN FREIGHTERS	John	SAFE1	68-HML		View Booking		43.5		Biloela	St James	Мар	Original	Sat 05/08	13:00 - 14:00	5	0	

Specify the type of delegation.

Delegate Freight Provide	r
Select Freight Provider:	SAFE GRAIN FREIGHTERS 2 181809
Allow driver details change:	
Allow truck details change:	
Allow time slot change:	
View time slot:	
	OK Cancel

A new 'Delegated Freight Provider column displays.

Search Refresh Bookings Clear Cancel Selected Un-Delegate Selected																	
Plan Date	GC Ref No	Customer	Customer Ref	Grade	Booking	Dir	Freight Provider	Delegated Freight Provider	Driver	Reg	Truck Type	Partial Load	Bookings	Req Tns	Bkd Tns	Actual Tns	Fr
Sat 05/08	3000472877	GRAINCORP	TIME SLOTTING	AUH2			SAFE GRAIN FREIGHTERS						Create Booking	2,000.0			Bil
			S2S		8007740557	0	SAFE GRAIN FREIGHTERS	SAFE GRAIN FREIGHTERS 2	John	SAFE1	68-HML		View Booking		43.5		Bil
					8007740558	I	SAFE GRAIN FREIGHTERS	SAFE GRAIN FREIGHTERS 2	John	SAFE1	68-HML		View Booking		43.5		Bil

The **Un-Delegate Selected** button removes the delegation when the box is checked for that booking. Un-delegating means the other truck company is unable to view any details associated with that booking.



3.7. Split inbound time slots

When moving grain between locations, trucks can split in transit.

Common locations where this occurs are truck movements from Qld country locations to Qld ports, particularly in central Qld where Type 1 Road Trains and Type 1 AB triples cannot access the ports.

Care must be taken with split inbound truck movements because replacing the dolly with the prime mover creates a risk of overloading. To manage this risk when splitting a truck, book the load truck in the Outbound column and specify the

first truck combination that will split deliver, then press Split Inbound

It is important to use the lower gross combination mass limit function to specify how much the truck should underload by at the outbound site. Truck drivers should understand how to distribute the load within the trailers that will be split delivering, to minimise the risk of the truck being overloaded either overall, or on any axle groups at the point of delivery.

Book the second slot with the other truck details, noting a blue line will display for the other split inbound booking.

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	05/08/202	23		-1 day 01	3/08/2023	day	
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10:00 - 11:00	3 6	1 200	10:00 - 11	00 10 4	2	10	
11:00 - 12:00	2 6	1 200	11:00 - 12	00 10 4	2	50	
13:00 - 14:00	3 6	1 200	13:00 - 13	00 9 4	2	47	
14:00 - 15:00	2 2	1 200	14:00 - 15	00 9 4	2	25	
16:00 - 17:00	2 6	1 200	10:00 - 10	00 10 4	2	50	
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3.8. Settings > Fleet Settings

Use this section to add, edit and delete truck details independently of bookings.

Fleet Settings											
Name:	SAFE GRAIN FREIGHTERS										
Address:	SAFE GRAIN, Sydney, NSW, A	AU, 2000									
Phone:											
If incorrect contact details are recorded, delay and confirmation notifications will not be received.											
Add New											
Filters											
Truck Rego:	safe	State of Rego:	~								
Truck Type:			~								
Weight Limit Type:		~									
Filter											
Truck Rego	 State Rego 	Truck Type		Weight Limit Type	Notice Steer Allowance (t)	Lower GCML (t)	Modify Date				
SAFE1		68 - 9 AX B-DOUBLE		Concessional Mass Limit	0.5		04/08/2023	Edit	Сору		
SAFE1		68 - 9 AX B-DOUBLE		Higher Mass Limit	0.5		04/08/2023	Edit	Сору		
SAFE1	96 - 15 A)	AB-TRIPLE ROAD TRAIN	& 3 AX DOLLY	Concessional Mass Limit	0.5	98.00	04/08/2023	Edit	Сору		
SAFE2		68 - 9 AX B-DOUBLE		Concessional Mass Limit	0.5		04/08/2023	Edit	Сору		
										Delete	

3.9. Settings > Drivers

Drivers are maintained independently of truck registrations. When the truck rego is entered into a booking, the driver associated with that rego will be populated automatically.

GrainTransact Time Slotting	Bookings Orders	Settings Reports Use	er Manual Logout								
Driver Settings											
Name: SAFE GRAIN FREIGHTERS	;										
ddress: SAFE GRAIN, Sydney, NSW, AU, 2000											
Phone:											
If incorrect contact details are recorded,	, delay and confirmation n	otifications will not be received.									
Driver Name: Mob	ile:	Truck Rego:	State of Rego:								
Add New											
Filters											
Driver Name: john Mob	ile:	Truck Rego:	State of Rego:								
Filter											
Driver Name Mobile Tru	ck Rego State of Rego										
	SAFE1										
John 0411804532	SAFE1	Edit									
			Delete								



3.10. Settings > Permits

All bookings will be evaluated for required permits based on site locations, truck configuration and truck weight limit type. Permits that can be entered:

- NHVAS mass numbers
- TMA, IAP and NSW HML Certificate of Enrolment numbers
- NHVR Access Permit
- NHVR PBS Access Permit
- PBS Vehicle Approval

Perr	nit Settings												
Name	SAFE GR	AIN FREIGHTERS											
Addre	ss: SAFE GRA	AIN, Sydney, NSW, AU, 2000											
Phone	Phone:												
If inc	If incorrect permit details are recorded, delays may occur on site.												
Permi	t Type:	✓ Add New											
Filto													
Permi	t Type:	Permit #											
r crim		• Ferrite #											
Truck	Rego:	State of	Rego:	~									
Truck	Type:		~										
Weigh	nt Limit Type:	~											
Site													
Site:													
F	ilter)												
													
rol I	CHMS Dormit #	Sub-type Crain Happort Mat Schome	Permit #	Valid From	12/12/0000	Crain Happert Management Scheme	1 Truck	Edit Delete					
	GHMS Permit #	Grain Harvest Mgt Scheme	225678	01/01/2000	30/06/2024	Performance Based Standard - HMI	1 Truck	Edit Delete					
	IAP Certificate #	Intelligent Access Program	100000000	01/01/2000	12/12/9999	Performance based Standard - HML	1 Truck	Edit Delete					
	IAP Certificate #	Intelligent Access Program	IAP5586945	25/02/2022	01/06/2026	Performance Based Standard - HMI	1 Truck	Edit Delete					
ia.	IAP Certificate #	Intelligent Access Program	TT080980987	07/06/2023	01/07/2023	Higher Mass Limit	1 Truck	Edit Delete					
i a	IAP Certificate #	Intelligent Access Program	0918724987	05/07/2023	29/07/2024		1 Truck	Edit Delete					
Q	IAP Certificate #	Intelligent Access Program	IAP11223344				1 Truck	Edit Delete					
Q	IAP Certificate #	Intelligent Access Program	V123456789				1 Truck	Edit Delete					
Q	IAP Certificate #	Intelligent Access Program	IAP1234567				1 Truck	Edit Delete					
	IAP Certificate #	TMA Certificate	BCR0001	25/02/2022		Higher Mass Limit	1 Truck	Edit Delete					
	IAP Certificate #	TMA Certificate	DJA0001	23/01/2023		Performance Based Standard - HML	1 Truck	Edit Delete					
	IAP Certificate #	TMA Certificate	HBK0001	15/06/2023		Higher Mass Limit	1 Truck	Edit Delete					
	IAP Certificate #	TMA Certificate	00000023	21/06/2023		Higher Mass Limit	1 Truck	Edit Delete					
R)	IAP Certificate #	TMA Certificate	TMA0980980	02/08/2023	02/09/2025		1 Truck	Edit Delete					
R)	IAP Certificate #	TMA Certificate	08098098				1 Truck	Edit Delete					
R)	IAP Certificate #	TMA Certificate	098098098				1 Truck	Edit Delete					
	IAP Certificate #	TMA Certificate	700440V8				1 Truck	Edit Delete					
	IAP NSW Certificate #	NSW HML Certificate of Enrolment	IAP9999999	01/01/2000	01/01/2025		1 Truck	Edit Delete					
Q	IAP NSW Certificate #	NSW HML Certificate of Enrolment	IAP0707200	01/01/2000	01/01/2025		1 Truck	Edit Delete					
Q	IAP NSW Certificate #	NSW HML Certificate of Enrolment	IAP112233	27/09/2017	22/09/2025		1 Truck	Edit Delete					
Q	IAP NSW Certificate #	NSW HML Certificate of Enrolment	IAP108573	01/07/2023	01/12/2025		1 Truck	Edit Delete					
	IAP NSW Certificate #	NSW HML Certificate of Enrolment	IAPNSW20	19/07/2023	22/07/2023		1 Truck	Edit Delete					
	IAP NSW Certificate #	TMA Certificate	123456789				1 Truck	Edit Delete					
19	IAP NSW Certificate #	TMA Certificate	08098098				1 Truck	Edit Delete					
	IAP NSW Certificate #	TMA Certificate	098098098				1 Truck	Edit Delete					
II (Q	IAP NSW Certificate #	TMA Certificate	VA3931				1 Truck	Edit Delete					



Carrier Portal

For GrainCorp Subcontractors

4. Carrier Portal for GrainCorp Subcontractors

Once the access process is complete as outlined in section 2.3 How to Access Time Slotting and the CropConnect Carrier Portal, log into CropConnect via <u>https://cropconnect.com.au/cc/account</u>.

4.1. Navigating between Customer, Grower and Carrier profiles

CropConnect is designed to work for:

- Buyers
- Growers
- Carriers (Freight Providers)

Navigation between the different configurations is possible in the top right-hand corner.

It might be necessary to switch to the Carrier view on first log on.

۵		ST_CC_GRFP@graincorp.com.au
	Ĵ	Switch to Carrier
	ŝ	Settings
	→]	Logout



4.2. Accepting Orders

Orders are managed in 4 steps through the carrier portal.

A GrainCorp Road Freight Planner allocates loads to a Freight Provider in the Carrier Portal and they appear in the 'New Orders' tab.

Select the load/s and click 'Accept' or 'Reject'. When rejecting loads, it is important to also inform the Planner.

	New O	Orders Orders	in Progress Proof	of Delivery Comp	leted								
<	40 or (i) (i)	ders Carriers are required to 27 orders have alerts	have valid permits. Please lo	g into Time Slotting (times	lotting.graincorp.com.au	u) to manage your permits.					Export to CSV	REJECT	ACCEPT
		CUSTOMER REFERENCE	FREIGHT ORDER	RATE COMMODITY	ORIGIN	DESTINATION	TRUCK REF.	TRUCK REGO	PLANNED TONNAGE	OUTLOAD DATE/TIME	, INLOAD DATE/TIME	OUTLOAD BOOKING ID	INLOAD BOOKIN
		GTD-2836-120714	6100415220	\$0.00 Wheat	Gilgandra	JBS - BEEF CITY	312	TEST2266	65.00 mt	13 Jul 2023 12:00 AM	13 Jul 2023 01:00 AM	8007740088	
		GTD-2836	6100415224	\$0.00 Wheat	Gilgandra	Mt. McLaren	113	TEST545	65.00 mt	13 Jul 2023 11:00 AM	13 Jul 2023 01:00 PM	8007740097	8007740098
	~	SITE TO SITE TEST	6100415226	\$0.00 Wheat	Thallon	Moree Sub	-	DAW001	45.00 mt	24 Jul 2023 07:00 AM	24 Jul 2023 04:00 PM	8007740165	8007740166

Accepting orders might generate a prompt that valid permits are required advising that a road planner has entered a rego and it requires details that need to be updated in Time Slotting.





4.3. Orders in Progress

Once orders are accepted in the New Orders tab, they appear in the Orders in Progress tab.

Function	Description									
1. Filters	Change date range and filter by different columns in the table. The default filter is for one month behind and one month ahead of the current date.									
2. Send Message	Sends a SMS to the phone number setup during account creation process. You can change the phone number and forward the SMS.									
3. Cannot Deliver	Advises GrainCorp Road Planner that a load cannot be completed. This must be done ASAP to allow allocation of a different truck to the order. If rejecting a load, please advise the Planner separately.									
4. Edit Button	Allows Truck Registration to be added or changed.									
5. Alert Prompts	Advises when it is necessary to log into Time Slotting to update truck permit details for a movement.									

GrainCorp CropConnect The Mark	etplace Carr	er Portal Sites											٠	ST_CC_GR	P@graincorp.com.a	
Orders Compliance														SAFE GRAIN Carrier:	I FREIGHTERS Accou 18180	1 7 •
Ordora	New Orders	Orders in Prog	ress Proof of Deliv	very Completed											2	Π
	13 orders (i) Carrier 1 orde	s are required to have val	id permits. Please log into T	ime Slotting (timeslotting.	graincorp.com.au) to m	anage your permits.							Export to CSV	END MESSAGE	CANNOT DELIVER	ľ
05 Jul 2023 FROM		CUSTOMER REFERENCE	FREIGHT ORDER	RATE COMMODITY	ORIGIN	DESTINATION	TRUCK RE	EF TRUCK REGO	PLANNED TONNAGE MOBILE NUMBER	OUTLOAD DATE/TIME	 INLOAD DATE/TIME 	OUTLOAD BOOKING ID	INLOAD BOOKING ID	3	_	_
03 Sep 2023 TO (***)		GTD-2836-120714	6100415220	\$0.00 Wheat	Gilgandra	JBS - BEEF CITY	312	TEST2266	65.00 mt	13 Jul 2023 12:00 AM	13 Jul 2023 01:00 AM	8007740088			<mark>▲</mark> ×4	
Show only orders with alerts		GTD-2836	6100416224	\$0.00 Wheat	Gilgandra	Mt. MoLaren	113	TEST545	65.00 mt	13 Jul 2023 11:00 AM	13 Jul 2023 01:00 PM	8007740097	8007740098		A	_
		GTD-2836	6100415225	\$0.00 Wheat	Gilgandra	Mt. McLaren	115	TPC301	35.00 mt	13 Jul 2023 01:00 PM	13 Jul 2023 03:00 PM	8007740100	8007740101		A ×	
Feedback?		SITE TO SITE TEST	6100415226	\$0.00 Wheat	Thallon	Moree Sub		DAW001	45.00 mt	24 Jul 2023 07:00 AM	24 Jul 2023 04:00 PM	8007740166	8007740166		SAVE	
		TESTING S2S	6100415328	\$0.00 Wheat	Walgett	Coonamble			65.00 mt	26 Jul 2023 12:00 AM	26 Jul 2023 01:00 AM	8007740287	8007740288		A ×	
		TESTING S2S	6100415329	\$0.00 Wheat	Walgett	Coonamble		KG10	65.00 mt	26 Jul 2023 12:00 AM	26 Jul 2023 01:00 AM	8007740289	8007740290	5	A 💉	
		TESTING S2S	6100415330	\$0.00 Wheat	Walgett	Coonamble	-	TEST568	65.00 mt	26 Jul 2023 07:00 AM	26 Jul 2023 04:00 PM	8007740291	8007740292		A ×	

If prompted to update truck details in Time Slotting

- 1. Log into https://Time_Slotting.graincorp.com.au with the username and password (same details as CropConnect Carrier Portal)
- 2. Search for the registration in the Bookings tab
- 3. View the booking

Page 18



- 4. Change the booking
- 5. Update the truck details
- 6. For further guidance refer to Section 3.2 Bookings above, specifically Figure 2: Create/View/Change Booking Functions

Once the registration is updated in Time Slotting, the permit details save to the settings and will populate for all future bookings.

A good tip is to update the registration as soon as an alert displays in the Carrier Portal because once the permits are setup, it automatically applies every time the registration is entered. If it is not done at this step, truck details must be updated separately in Time Slotting for each booking.

4.4. Proof of Delivery

Movements where both origin and destination are GrainCorp sites require no further action in the portal.

For non-GrainCorp legs, Proof of Delivery documents must be uploaded in the 'Proof of Delivery' tab. Press the edit

icon on the far right of the page to commence the update process. The system will prompt for time, date and tonnage of load. Once all details are entered, the blue 'Complete' button will become available. The load will then move to the 'Completed' tab and will be available for payment.

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If there is a 2% to 6% difference between outload and inload tonnages, a reason must be entered to explain the difference from a drop-down selection.





If the difference is above 6% the below error message will appear. The load will not be able to be completed in the portal and the GrainCorp Road Planner should be advised.



4.5. Completed Bookings

All completed bookings are visible in this tab. Loads not visible in this tab are not available for payment. Please contact your Road Freight Planner so the problem can be resolved.





4.6. Compliance Documentation

All GrainCorp subcontractors must supply a signed contract (Transport Agreement) and upload copies of associated insurances before they can work with GrainCorp. These documents can be uploaded via the 'Compliance' tab. GrainCorp requires all subcontractors to ensure these documents are kept current.

To toggle between the Orders screen where loads are confirmed and completed, and the Compliance screen, use the links at the top of the screen.

GrainCorp CropConnect The Marke	tplace Carrier Portal Sites		ST_CC_GRFP@graincorp.com.au •
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GrainCorp Terms of Use H	elp and FAQs	Need Help?	T. 1800 809 482 E. growers@graincorp.com.au



4.7. Compliance Documentation Flow Chart





Helping growers and producers thrive

GrainCorp Operations Limited

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