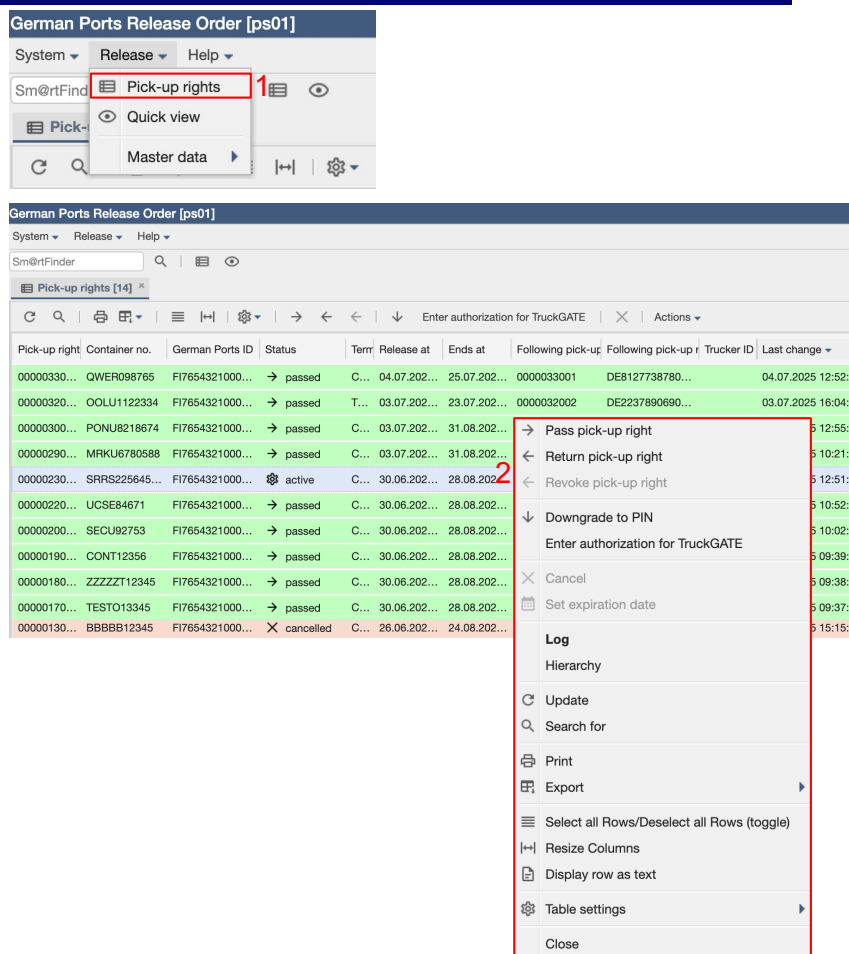


## Handling Pick-up rights

Login to your account via the German Ports Web Portal:

1. Navigate to “Release” and select “Pick-up rights”. A new tab titled “Pick-up rights” will appear, displaying several data fields.
2. By right-clicking on the different pick-up rights, you can conduct further actions depending on the status. Unable actions are shown unclickable in grey font.



**Possible actions based on current pick-up right status:**

|                       |                                                                                 |
|-----------------------|---------------------------------------------------------------------------------|
| <b>Active</b>         | “Pass”; “Return”;<br>“Downgrade to PIN”;<br>“Enter authorization for TruckGATE” |
| <b>Passed</b>         | “Revoke”                                                                        |
| <b>Cancelled</b>      | -                                                                               |
| <b>PIN downgraded</b> | -                                                                               |

## Possible actions with a pick-up right and its meanings

| Action                                   | Meaning                                                                                                                                                                                                                                                                                                                |
|------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Pass</b>                              | <ul style="list-style-type: none"> <li>Passing on the pick-up right to a subcontractor.</li> </ul>                                                                                                                                                                                                                     |
| <b>Return</b>                            | <ul style="list-style-type: none"> <li>Returning an already received pick-up right to its previous owner.</li> </ul>                                                                                                                                                                                                   |
| <b>Revoke</b>                            | <ul style="list-style-type: none"> <li>Pulling back a pick-up right, which was passed to sub-contractor. This results in receiving back the revoked pick-up right in status “active”.</li> </ul>                                                                                                                       |
| <b>Enter authorization for TruckGATE</b> | <ul style="list-style-type: none"> <li>Enabling a Truck driver to book a slot via TruckGATE for the specific container and pick-up right.</li> </ul>                                                                                                                                                                   |
| <b>Downgrade to PIN</b>                  | <ul style="list-style-type: none"> <li>If the party which should be involved in the pick-up process is not yet participating in German Ports, you can alternatively create a release reference (PIN) and pass it on to a subcontractor. From then onwards, only the PIN can be used to pick-up a container.</li> </ul> |

**i** **Further information for container operators:** You will have the unique ability to also create pick-up rights. For further information please look up the user guides for carriers (<https://germanports.com/en/reeder/>).