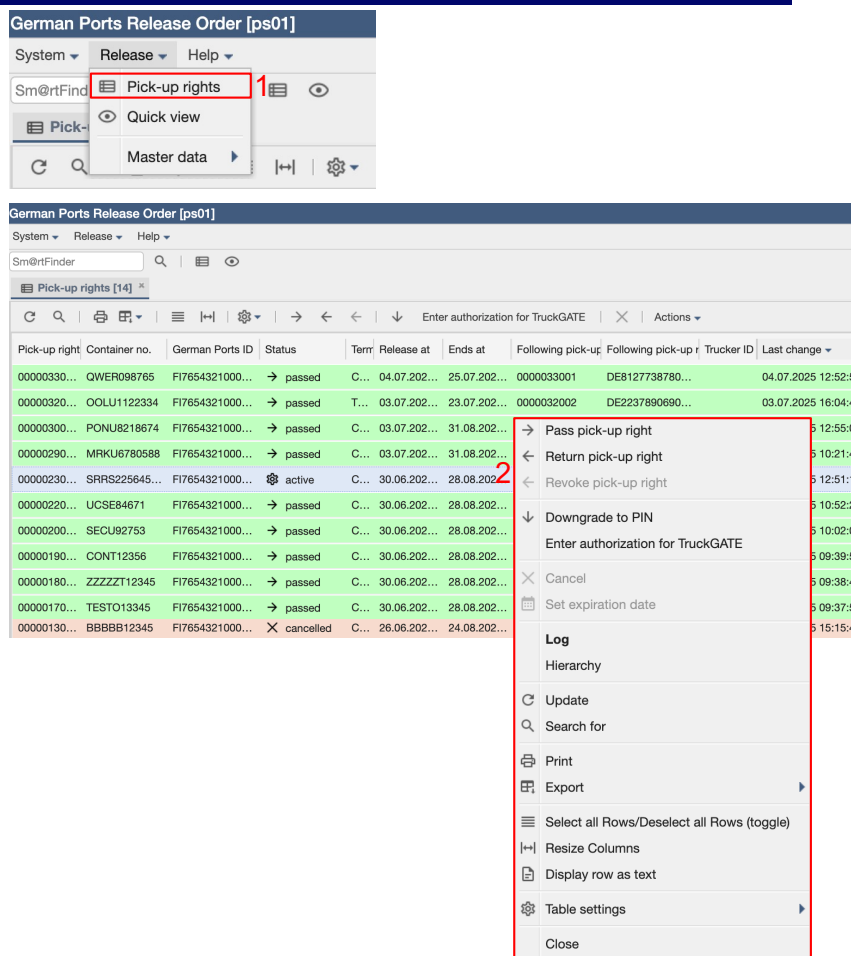


Handling Pick-up rights

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. Unavailable actions are shown unclickable in grey font.



Possible actions based on current pick-up right status:

Active	“Pass”; “Return”; “Downgrade to PIN”; “Enter authorization for TruckGATE”; “Cancel” (Only available for container operators)
Passed	“Revoke”; “Cancel” (Only available for container operators)
Cancelled	-
PIN downgraded	“Cancel” (Only available for container operators)

Possible actions with a pick-up right and its meanings

Action	Meaning
Pass	Passing on the pick-up right to a subcontractor.
Return	Returning an already received pick-up right to its previous owner.
Revoke	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”.
Enter authorization for TruckGATE	Enabling a Truck driver to book a slot via TruckGATE for the specific container and pick-up right.
Downgrade to PIN	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.
Cancel	- Cancelling the complete pick-up right or rather process for all involved parties. (Only available for container operators)



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/>).