



# Electronic Warehouse Reporting – Update Shipping Order Feature

Memphis-based EWR, Inc. recently updated its electronic warehouse receipt procedure to include a more streamlined, accurate and cost effective process for establishing shipping order load dates.

This modification is in response to a National Cotton Council initiative to improve cotton flow.

A shipper initiates the movement of cotton bales from a warehouse by sending an electronic “Shipping Order (EWR Batch 21 type)” or “Staging Shipping Order (EWR Batch 31 type)”, formally known as an “Early Shipping Order”, file to a warehouse.

By utilizing the revised “Update Shipping Order (EWR

Batch 23 type)” file, the merchant can electronically request an actual load/schedule date for each submitted shipping order.

Likewise, warehouseurs can use Batch 23s to offer alternative shipping dates their own load date.

Or, if no date is requested by a shipper, the warehouseurs can offer their own load date.

The National Cotton Council urges merchants and warehouses to utilize the Batch 23 capability to serve as a clearinghouse for information related to the scheduling and confirmation of shipment dates.

## How it works

Via EWR, Inc. – the shipper sends a shipping order to a warehouse with requested schedule date.

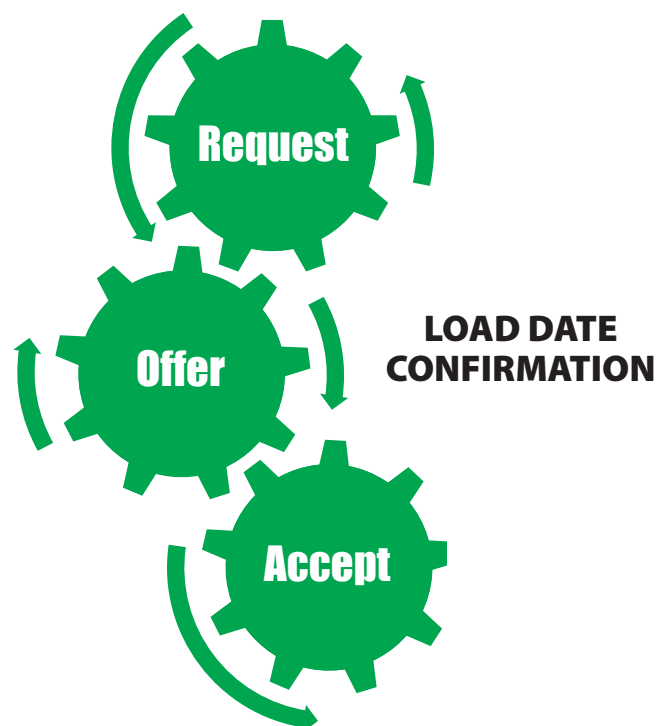
The warehouseman will look at the requested date to determine if the request can be honored.

The warehouse sends a shipment update file via EWR, Inc. to the shipper to either: 1) accept the requested schedule date in the original Batch 23 file, or 2) offer an alternate load date.

The shipper receives the warehouse’s shipment update file via EWR, Inc.

The shipper may accept the alternate date sent by the warehouse, which should eliminate the need for further file exchanges for that shipment;

OR if the shipper finds the alternate date unacceptable, a new shipment update file with a new requested schedule date may be submitted.



# Benefits

- Streamlined process – no more phone tag, improved communication, reduced bottlenecks and increased efficiency.
- Provide a verifiable process to capture requested and scheduled load dates.
- With a few mouse clicks via the provider’s electronic data transmission system:
  - Shippers can request and monitor schedule dates.
  - Warehouses can confirm a load date or counter with an alternate date.
  - Shippers can send new or updated requested schedule dates to warehouse.
  - USDA warehouse examiners can access confirmed scheduled date reports for warehouses during routine or complaint driven warehouse examinations.
  - USDA’s warehouse examination procedures are streamlined to determine if activity in weekly bales made available for shipment (BMAS) reports indicates compliance with the minimum shipping standard or if additional information is needed.

# Considerations

- EWR, Inc.’s Board voted to operate the Batch 23 enhancements for at least the first year (2014) for free.
- EWR, Inc. does NOT “validate” the dates in any way.
- EWR, Inc.’s eCotton warehouse and marketing software WILL handle the shipment update transaction.
- Information software vendors NEED to re-program software in order to generate/accept an Update Shipping Order (Batch 23) request, which is posted on the EWR, Inc. website.
- All dates moved through EWR, Inc. using the Update Shipping Order feature will be stored in an audit log.
- Shipment update files can only be transferred if a shipping order or a staging shipping order already exists.
- All dates for Batch 23s moved through EWR, Inc. using the Update Shipping Order feature will be stored in an audit log along with the Batch 21 or Batch 31 date.
- **NEW REPORTS FEATURES AVAILABLE FOR USERS OF BATCH 23.**
  - **Shippers** may access (1) “Shipping Order List” and (2) “Shipping Order Detail” reports by warehouse. Shippers may not see other shippers’ reports.
  - **Warehouses** may access (1) “Shipping Order List” and (2) “Shipping Order Detail” reports for ALL of the warehouse’s shippers.
  - **USDA** may access (1) “Shipping Order List” and (2) “Shipping Order Detail” reports for ALL shippers but only retroactively. This means that warehouse examiner reviews are limited to Batch 23 reports where the date for a warehouse flow report has passed.
- **IMPORTANT DISTINCTION BETWEEN BATCH 23 AND CALENDARS / SCHEDULING TOOLS.**
  - A Batch 23 date **may** appear on a warehouse calendar, **if** the warehouse uses software that is preset to place accepted load dates on its calendar.
  - Warehouses **may choose not** to modify their software and **not** automatically send Batch 23 dates to their calendars.
  - Instead of relying on Batch 23 dates, a warehouse **may** rely on its calendar’s scheduling features as a means of verifying minimum shipping standard compliance.
- **THE UPDATED SHIPPING ORDER FEATURE IS ALREADY OPERATIONAL FOR EVERYONE WHO WANTS TO USE IT.**
  - Warehouses or shippers may deactivate the Batch 23 feature or simply not use it.
  - But deactivating or ignoring the feature **does not prevent:**
    - **A warehouse or shipper from sending Batch 23s and**
    - **The sent Batch 23s from being audited by USDA.**