

GETTING STARTED ON E-FREIGHT IS EASY WITH WIN

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Overview:

- Step 1: Get carrier savings on AMS/ENS charges – Manual processing fees
- Step 2: Submitting fully 'paperless' e-AWB shipments

Step 1: Getting carrier savings on AMS/ENS charges – Manual processing fees

- a) Register for your airlines on WIN Airfreight: Log into WIN > Go to WIN Airfreight > Click on New Master > Click the green plus sign to add/register your airlines

1. Click here to activate the airline registration pop-up

2. Type in your airlines here. *More than one airline can be added and make sure to add your IATA or CASS or both.

- b) Once the airline set up is complete, notify each airline that you will begin to send your AWBs electronically and keep the WIN team in the loop. This process is only taken at the initial stages of transitioning from paper to electronic, once steps 2-4 have been completed with no issues with each airline, you are free to fly on your own.

Below are important points to clarify with your airline representatives:

- We will begin sending FWB/FHL starting [date] with [AWB#].
- We will go paperless per IATA 672 we have signed on [date].
- What are your supported paperless lanes and activation process?
- What are your fee reductions for 'Other Charges', moving from CC to CG?

- c) Start sending AWB data along with physical/printed AWB for a couple of shipments. Get feedback from the airline and check received tracking statuses in WIN via email, web and mobile.
- d) Enjoy carrier savings.

Please turn to the next page for step 2.

Step 2: Submitting fully 'paperless' e-AWB shipments

Have you signed IATA's Multilateral Agreement?

- **Yes**

1. Notify the WIN team and we will unlock the e-AWB checkbox for each airline.
2. The first time you send an e-AWB on each route, make sure to check with your airline rep if this is a supported route. Otherwise, you may also check IATA's Matchmaker of
 - Airlines and their acceptable airports: <https://matchmaker.iata.org/efReport/airlinesAndAirportsAgrReport>
 - Freight forwarders and Affiliates (those who have signed the Multilateral Agreement): <https://matchmaker.iata.org/efReport/ffAndAffiliatesAgrReport>
3. If the airline and route is supported for e-AWB, send the fully paperless e-AWB message and shipment.
 - You may also wish to notify WIN for co-industry marketing opportunities regarding your achievements of e-AWBs.

- **No**

- The Multilateral e-AWB Agreement (IATA Resolution 672) provides a single standard agreement that airlines and freight forwarders can sign once with IATA, and start doing e-AWB with other parties to the agreement. WIN has joined the IATA Multilateral e-AWB Agreement making it even easier for you to join as well with just one click.
- Visit https://www.winwebconnect.com/Products/WIN-Airfreight/IATA_Multilateral-Agreement to join the IATA Multilateral agreement with WIN.
 - I. Once you have submitted the form, await the verification from WIN (usually 14 days).
 - II. Once you have the verification, follow steps 1-3 mentioned above.