Truck Flight Manifest

User Manual

Version 2.0

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Statement of Confidentiality

Revision History

The release history of this document is as follows.

Document Category	User Manual
Document Title	Truck Flight Manifest User Manual - User Module
Version No.	2.0
Implementation Date	July 2026

Version	Date	Author	Description of Amendment
0.1	March 2026	SZ	1st Draft
1.0	April 2026	SZ	Initial Draft
1.1	8 May 2026	SZ	Update on Section 2.1. System Access- URL
2.0	2 July 2026	SZ	Update Section 5.5 Master AWB Add section 5.5.2 Upload Excel Template

Abbreviation

Abbreviation	Definition
DNT	Dagang Net Technologies Sdn Bhd
MAWB	Master Air Waybill
OGA	Other Government Agencies
SMK	Sistem Maklumat Kastam

Table of Content

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Section 1. Introduction

1.1. What is Air Manifest System?

The Air Manifest System (AMS) is a web service-based solution designed to streamline the electronic submission and processing of air cargo manifest data in Malaysia. This system serves as a critical integration point between multiple stakeholders in the air cargo supply chain, including airport authorities, terminal operators, and the Royal Malaysian Customs Department (SMK).

AMS operates by obtaining essential truck flight information from agent and airlines. Once the data is received, it is structured and transmitted to the SMK system for approval. These are then compiled into CUSCAR messages and submitted to Customs, ensuring compliance with regulatory requirements.

AMS not only streamlines the manifesting process but also enhances data accuracy, traceability, and operational efficiency across the cargo logistics chain. Through its integration with Customs and other stakeholders, it supports a seamless, paperless, and timely cargo clearance process, contributing to improved logistics performance at Malaysian airports.

1.2. System Requirements?

AirManifest is a web-based system, and it has been certified to work well with below browser and requirements:

- Chrome Version 35 above
- Registered with Dagang Net

1.3. Who Should Read This Publication?

This user guide is designed to accommodate the specific requirements of each user. This publication (or topic collection) is intended for Flight Truck Manifest users.

1.4. About This Document

This publication is to provide an overview on how users can use the system to create new Truck Flight application, print Manifest Truck Flight form and deeper understand on the system with step by step helps.

1.5. Support Information

Should there be any issues related to the system that need to be clarified, please contact Dagang Net's Careline.

Call our CARELINE* at **1300 133 133** or email to careline@dagangnet.com

**CARELINE is available 24 hours daily, including public holidays*

Section 2. Getting Started

2.1. System Access

This system is accessible via: https://airmanifest.dagangnet.com.my/search/awb

Please follow the steps in the images below to access the system.

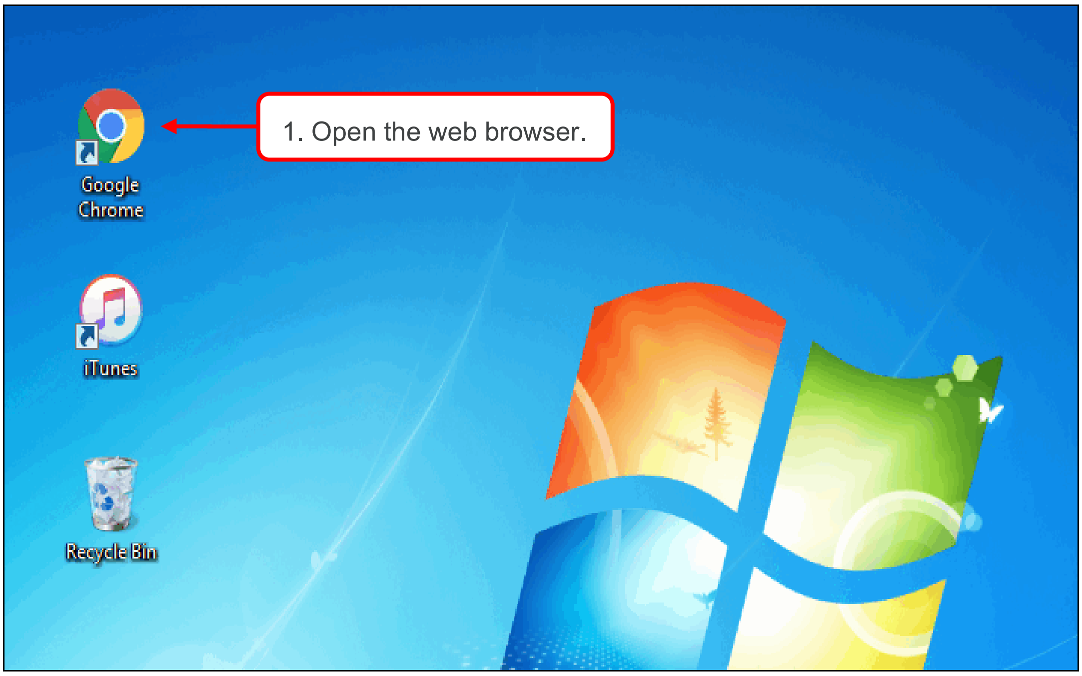


Figure 1

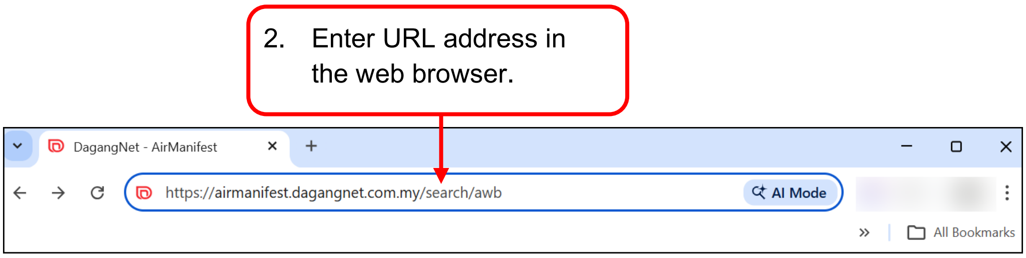


Figure 2

URL address: https://airmanifest.dagangnet.com.my/search/awb

2.2. Log In

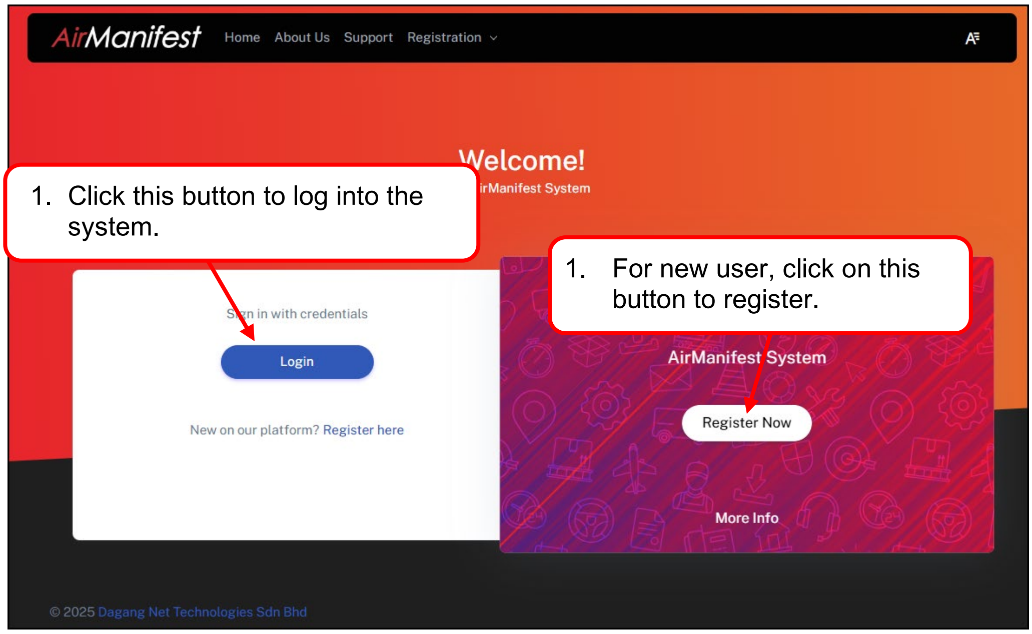


Figure 3

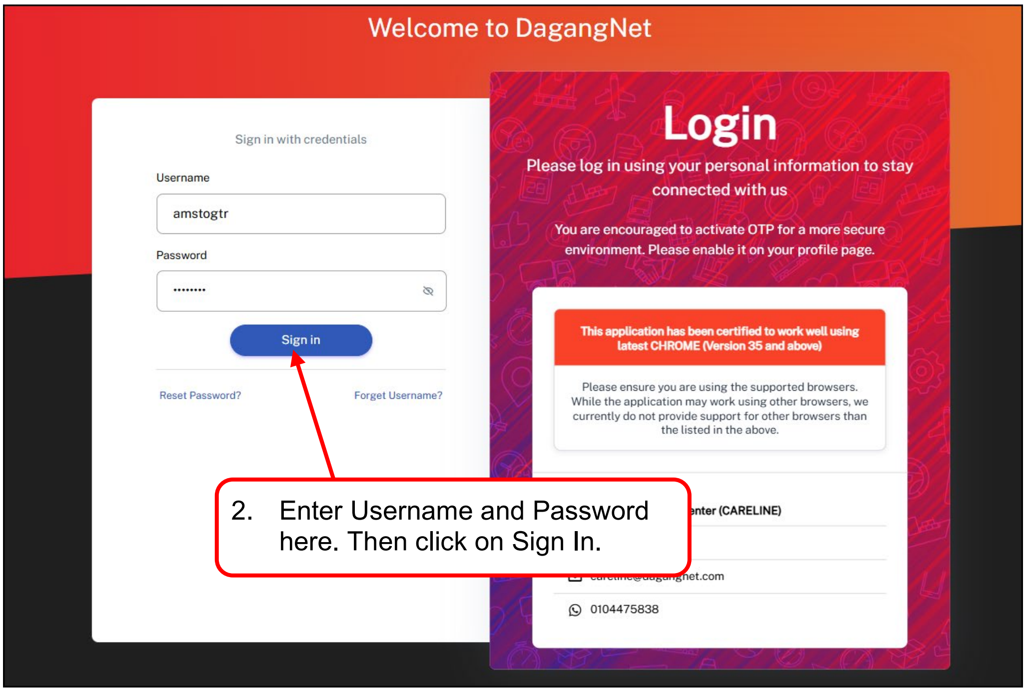


Figure 4

2.3. Log out

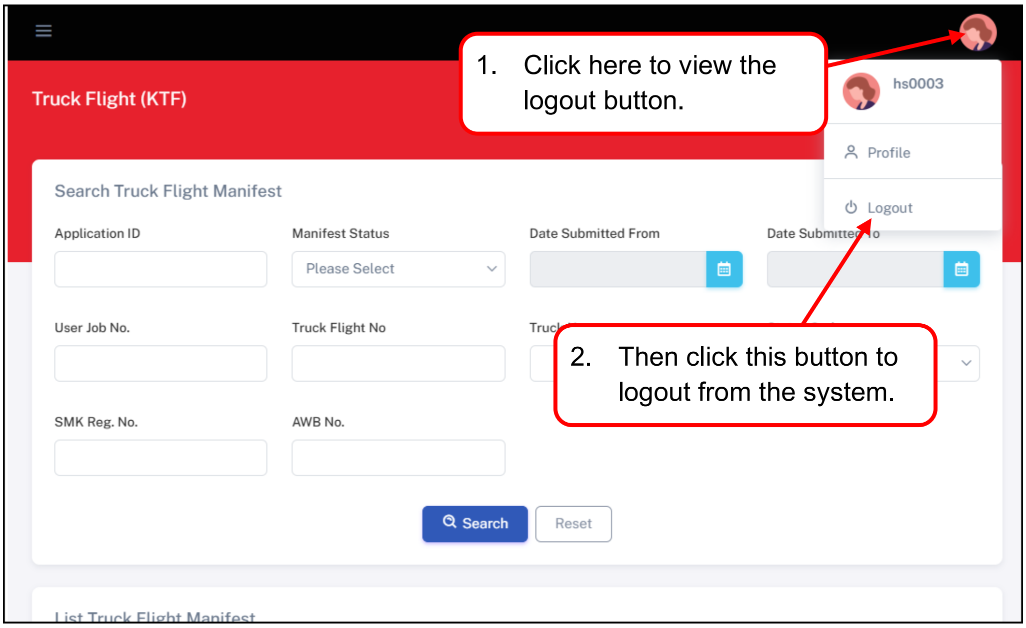


Figure 5

Section 3. User Provisioning (User Admin Only)

This section shows the steps for User Admin to open the User Provisioning system to update organization information.

Please refer to the User Provisioning User Manual for more information and steps to maintain user provisioning.

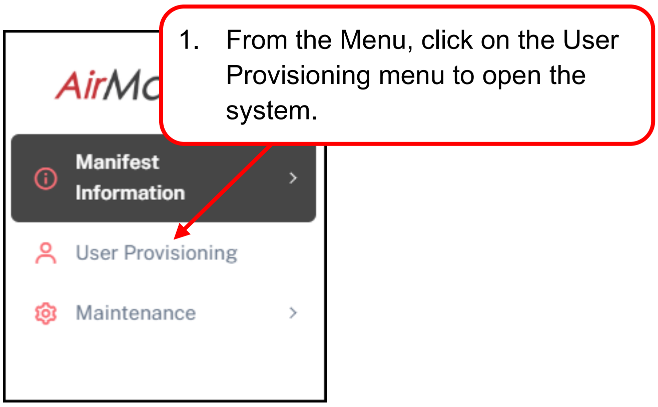


Figure 6

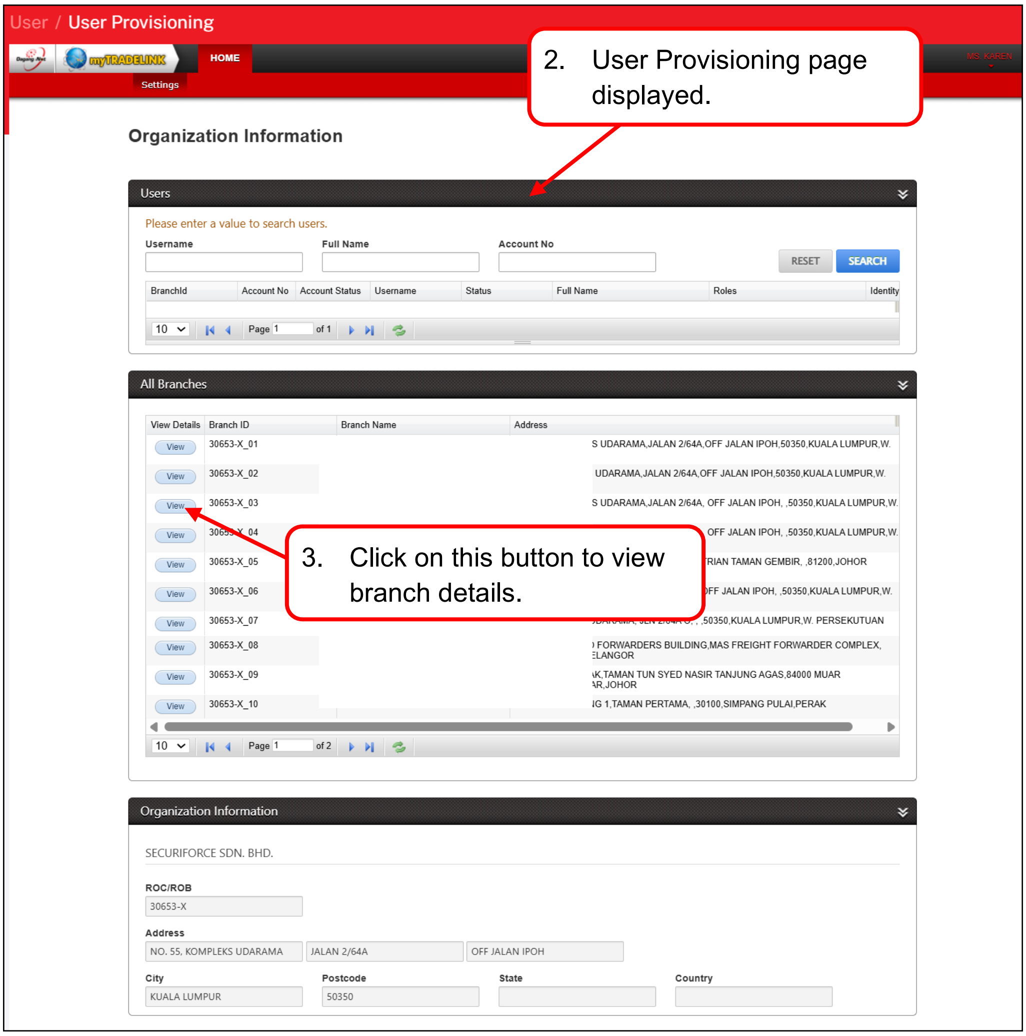


Figure 7

Section 4. Maintenance

This section shows the steps for users to add and maintain Declarant details.

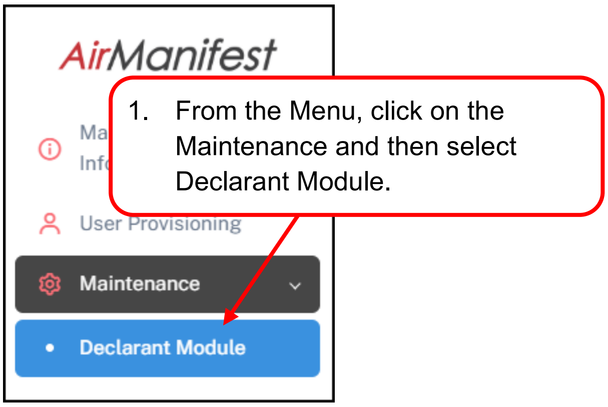
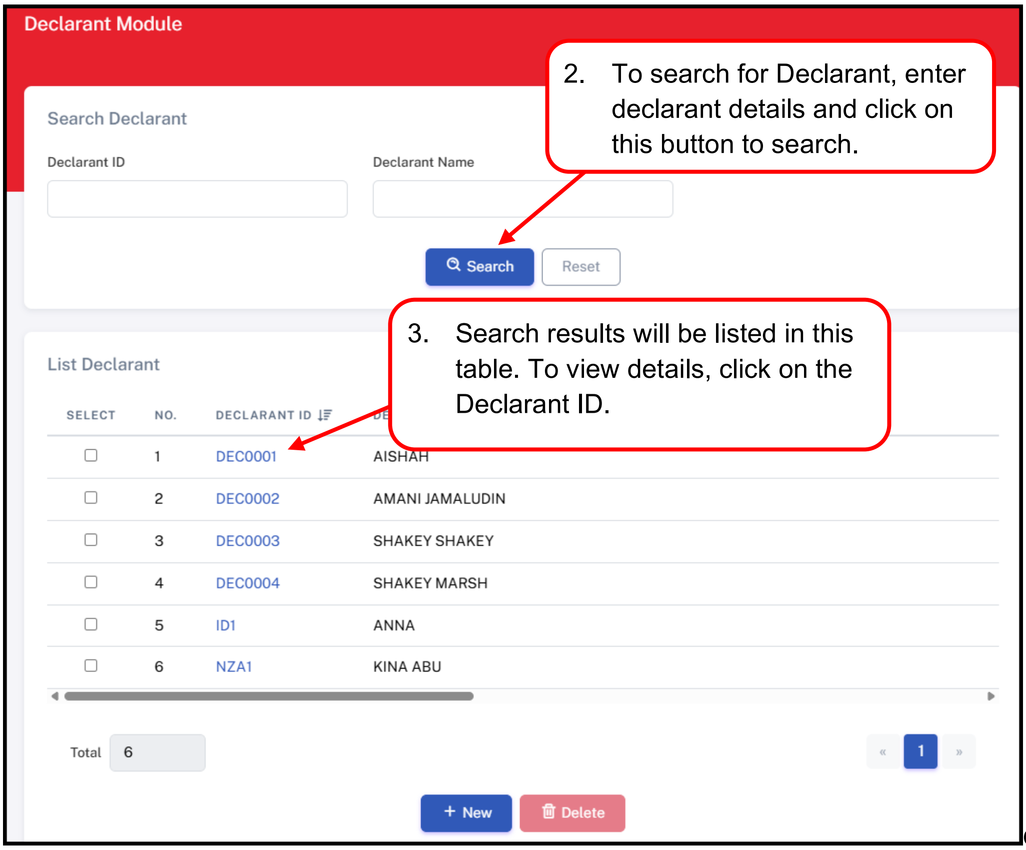


Figure 8



d

Figure

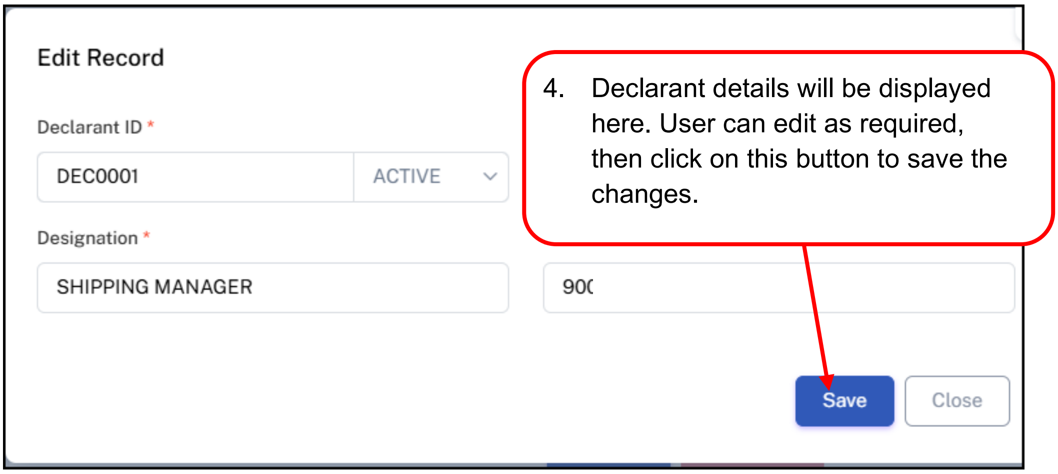


Figure 9

4.1. Create New Trading Partner

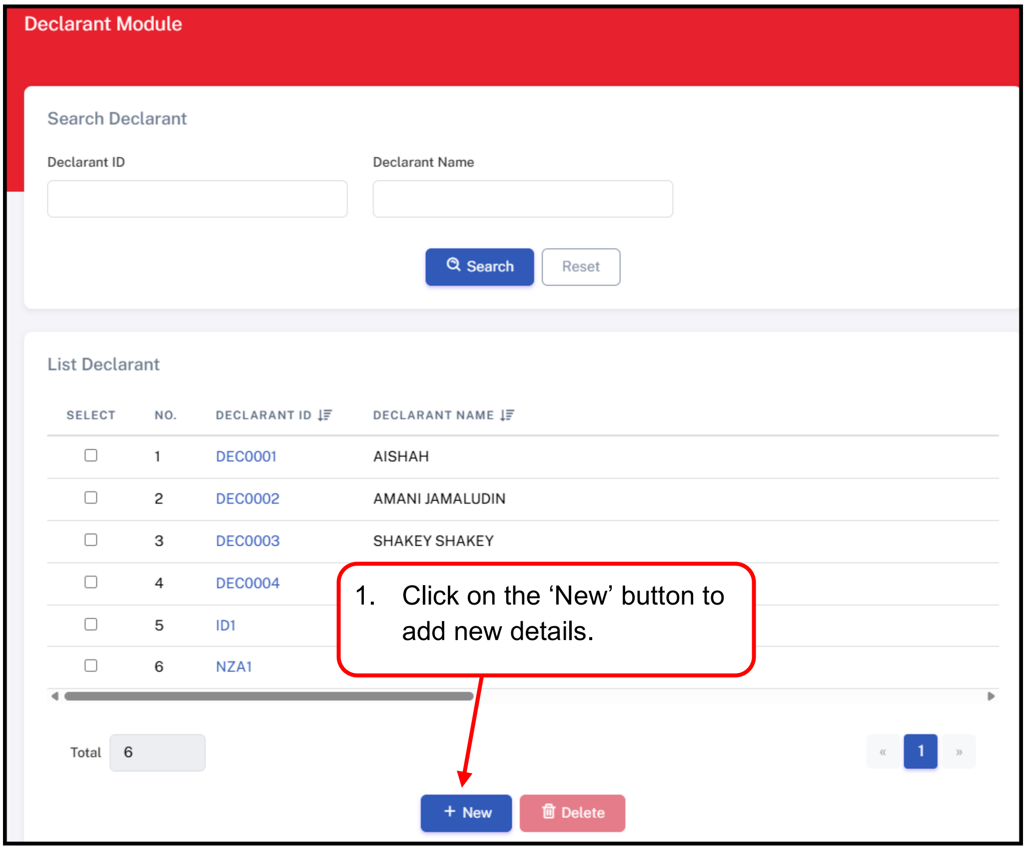


Figure 10

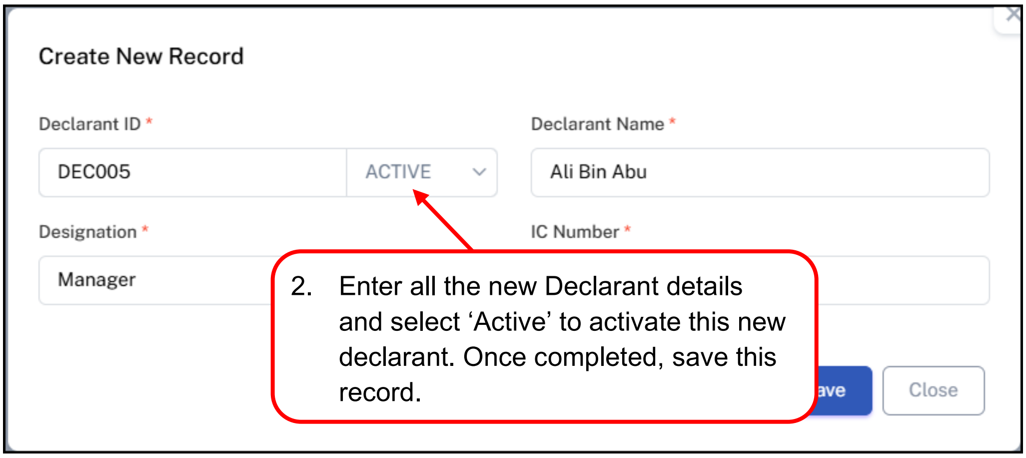


Figure 11

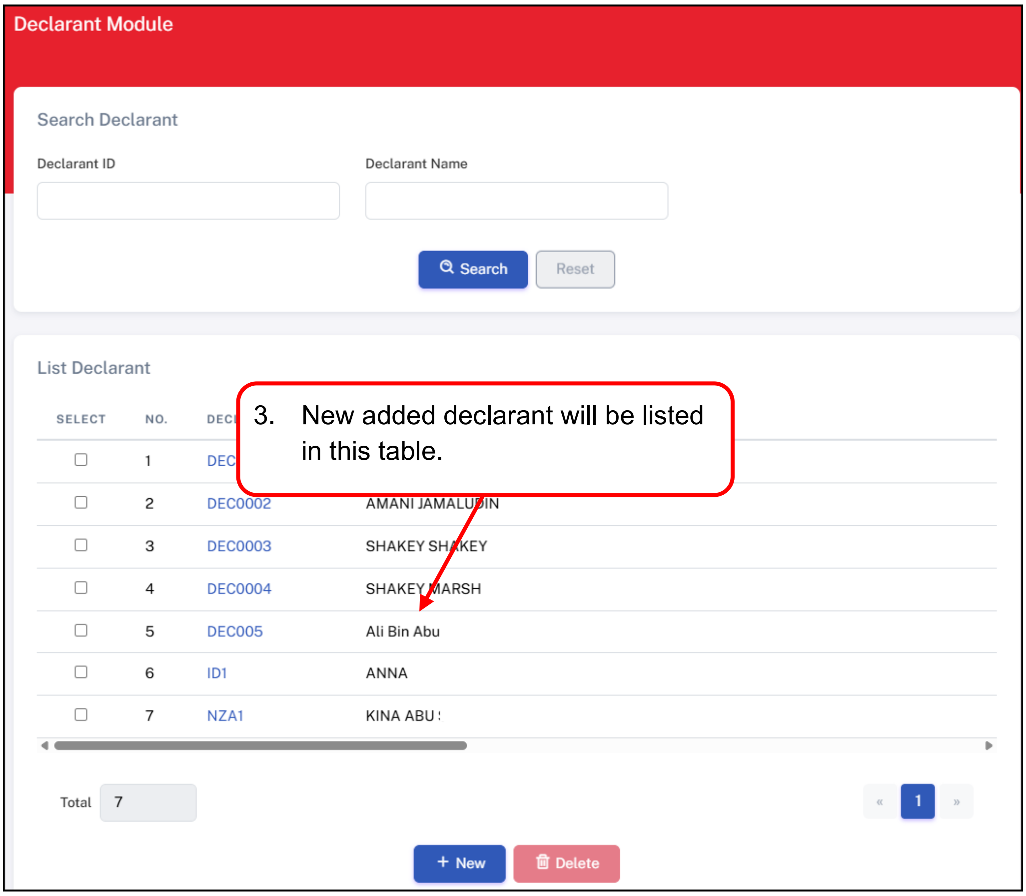


Figure 12

4.2. Delete Declarant Details

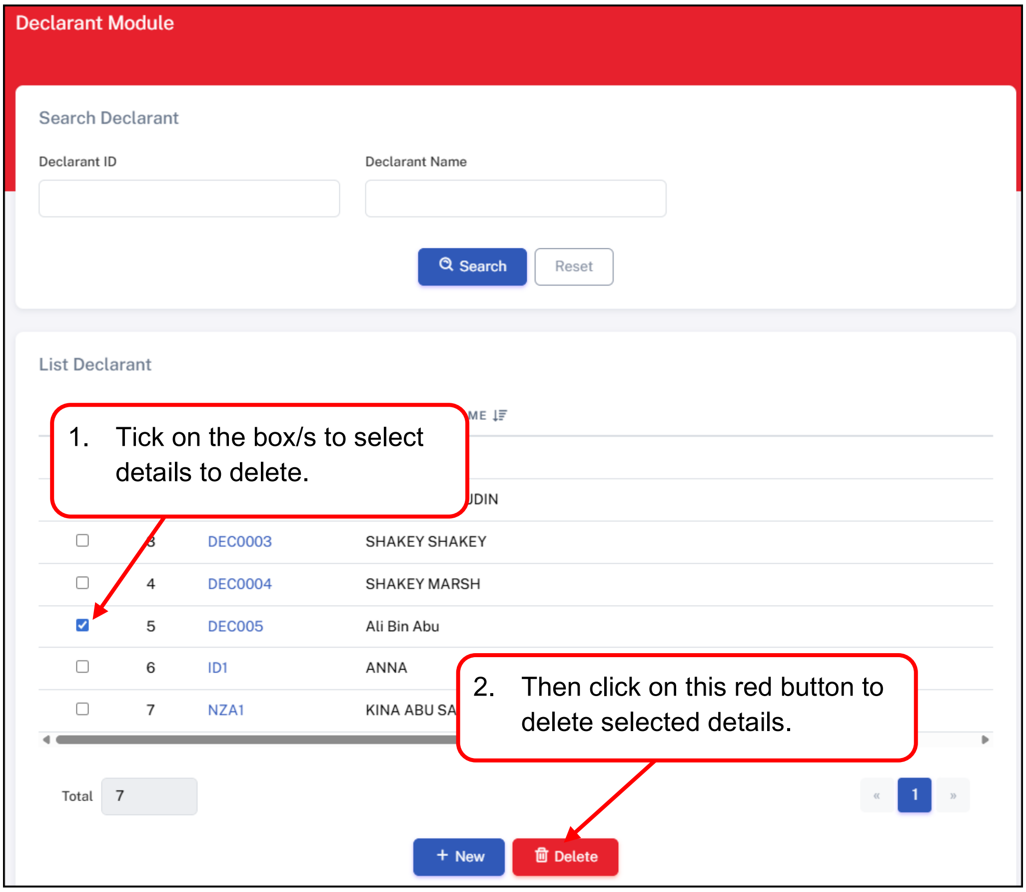


Figure 13

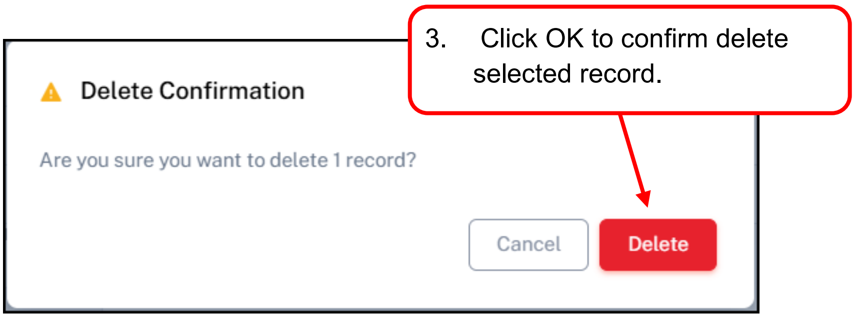


Figure 14

Section 5. Truck Flight (KTF)

Air Manifest web system allows users to create new Truck Flight manifest application directly from the system, where users can also keep track the status of their applications and print the Truck Flight Manifest documents. Users need to fill in all the required information before submitting the application.

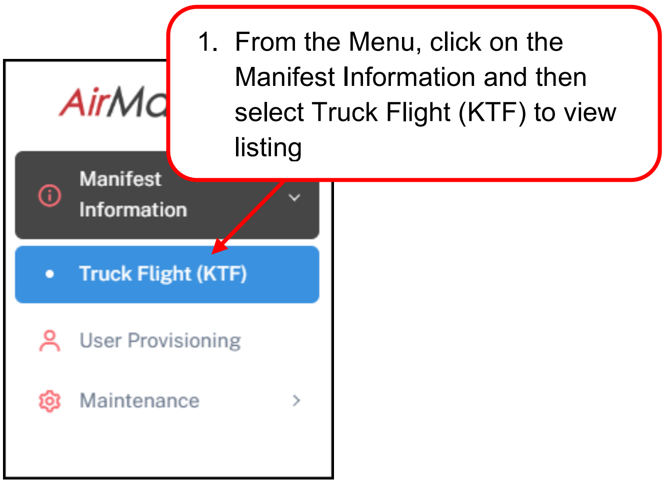


Figure 15

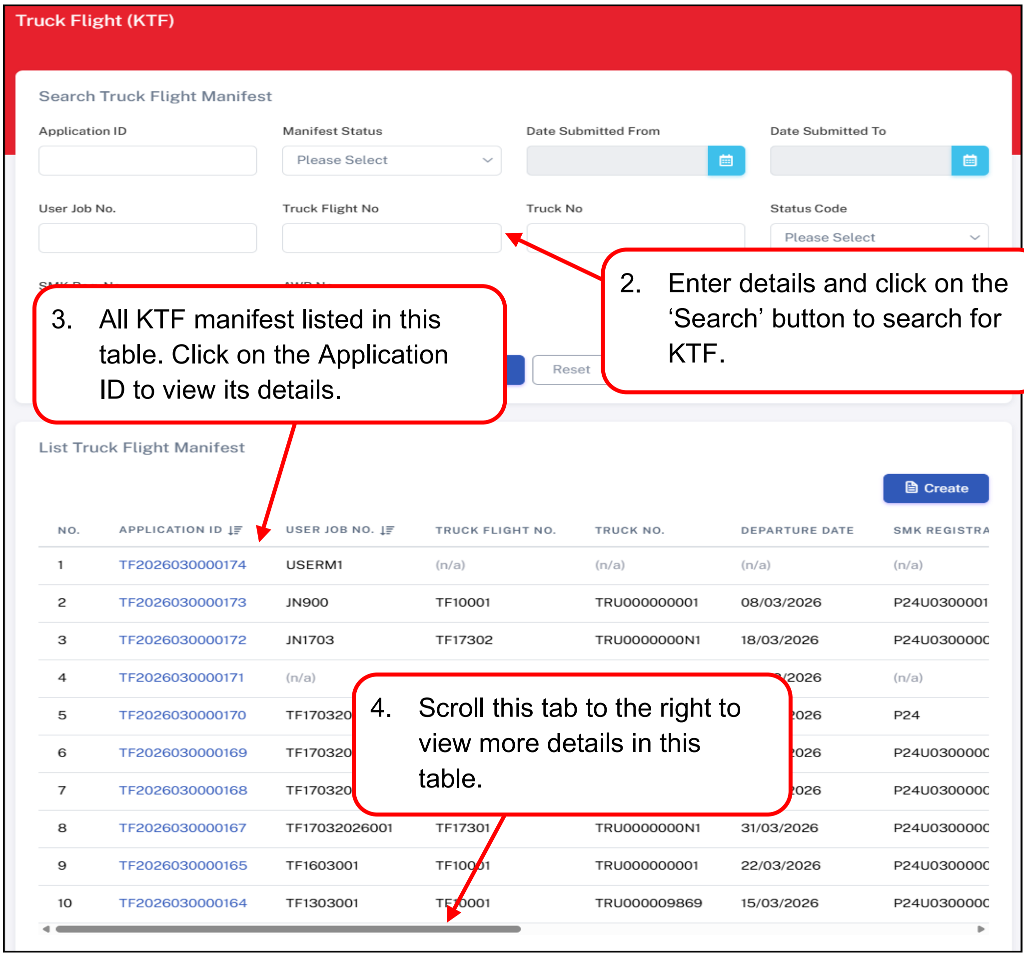


Figure 16

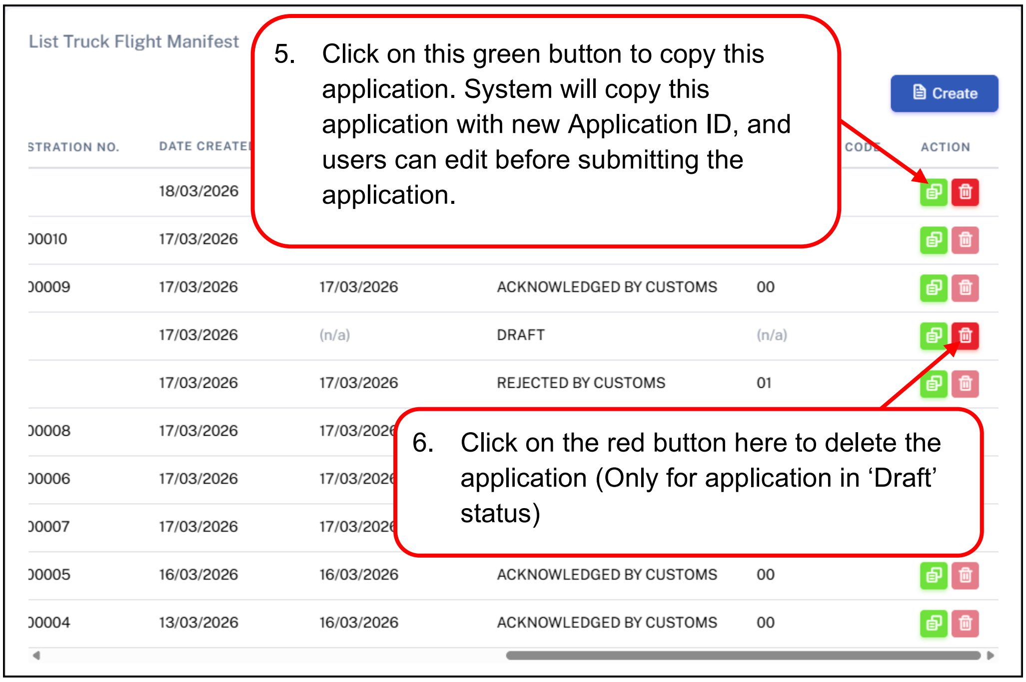

List Truck Flight Manifest
Create
5. Click on this green button to copy this application. System will copy this application with new Application ID, and users can edit before submitting the application.
STRATION NO.
DATE CREATED
CODE
ACTION
18/03/2026
00010
17/03/2026
00009
17/03/2026
17/03/2026
ACKNOWLEDGED BY CUSTOMS
00
17/03/2026
(n/a)
DRAFT
(n/a)
17/03/2026
17/03/2026
REJECTED BY CUSTOMS
01
00008
17/03/2026
17/03/2026
00006
17/03/2026
17/03/2026
00007
17/03/2026
17/03/2026
6. Click on the red button here to delete the application (Only for application in 'Draft' status)
00005
16/03/2026
16/03/2026
ACKNOWLEDGED BY CUSTOMS
00
00004
13/03/2026
16/03/2026
ACKNOWLEDGED BY CUSTOMS
00

Figure 17

5.1. Create New KTF Manifest

This section shows the steps to create and submit new application for KTF manifest.

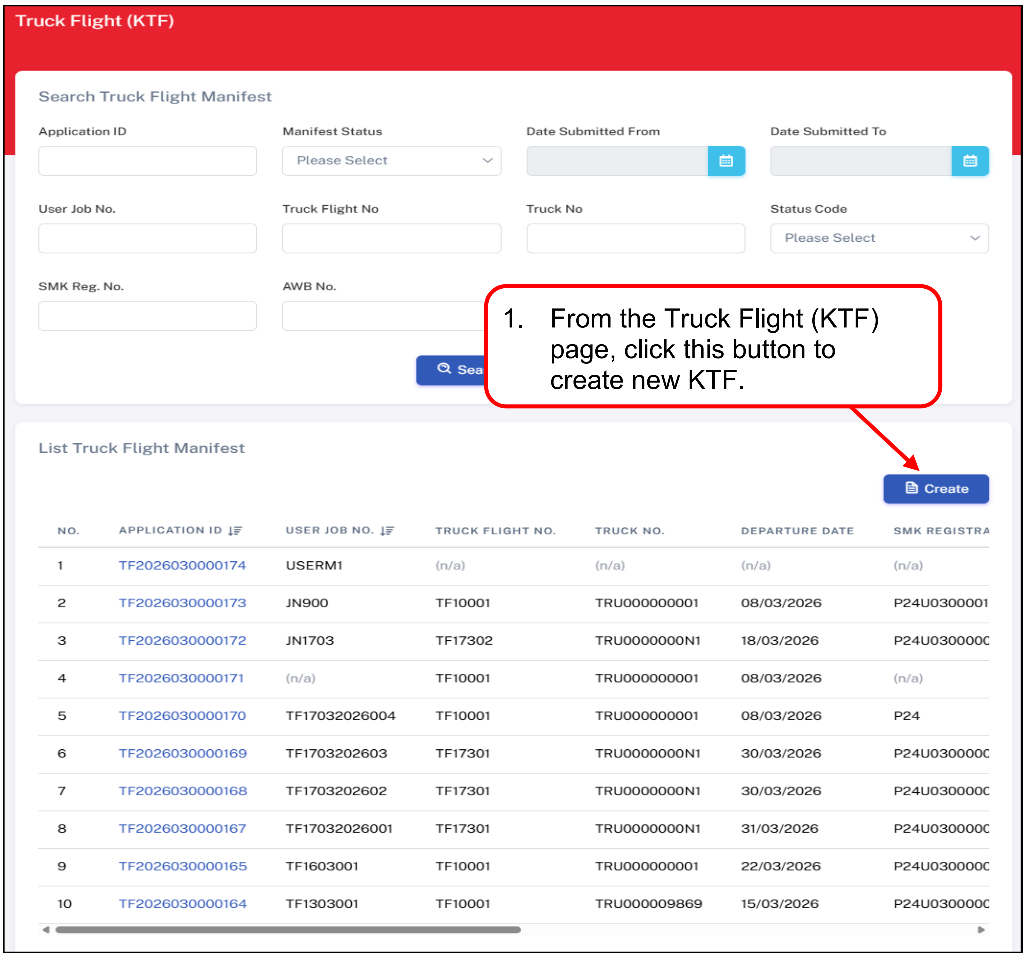


Figure 18

Figure 19

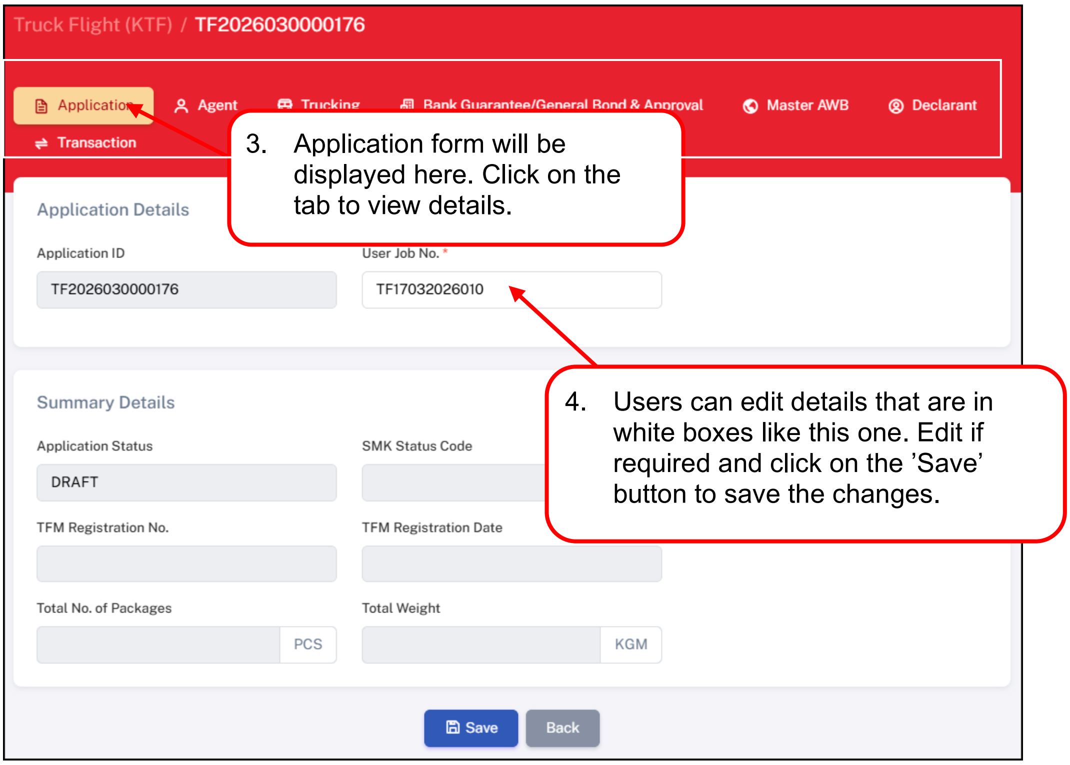


Figure 20: Application Details

5.2. Agent Details

This section shows the steps for users to add and Agents details for new job application.

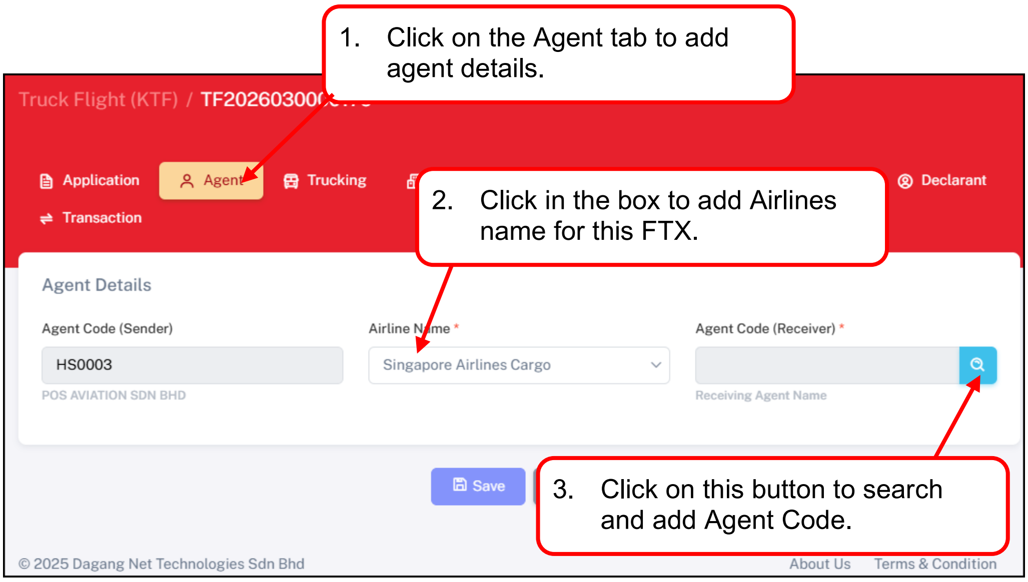


Figure 21: Agent Details

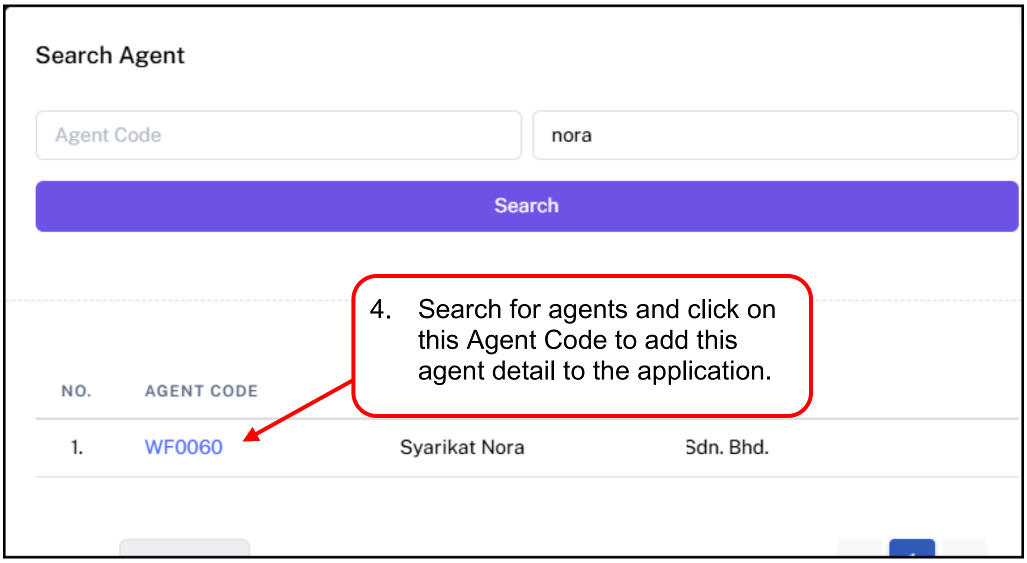


Figure 22

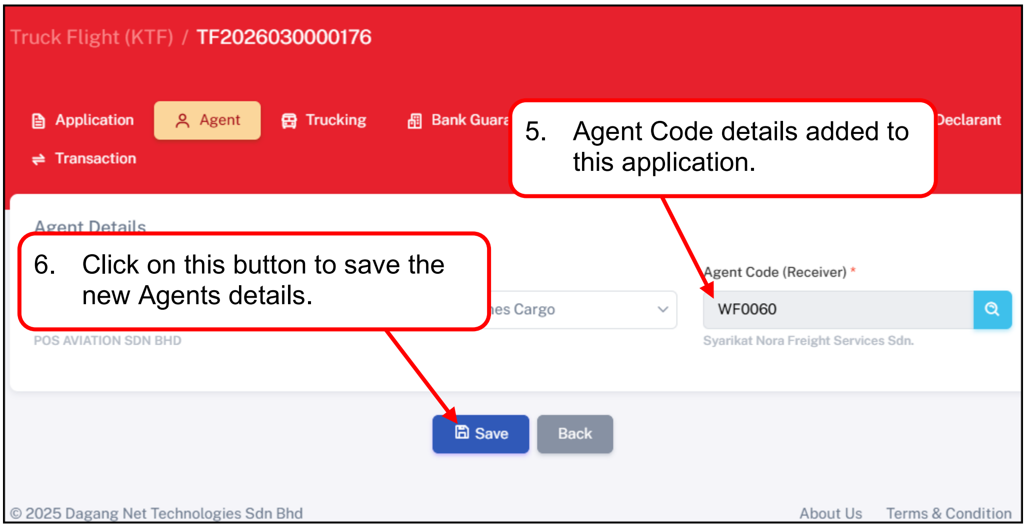
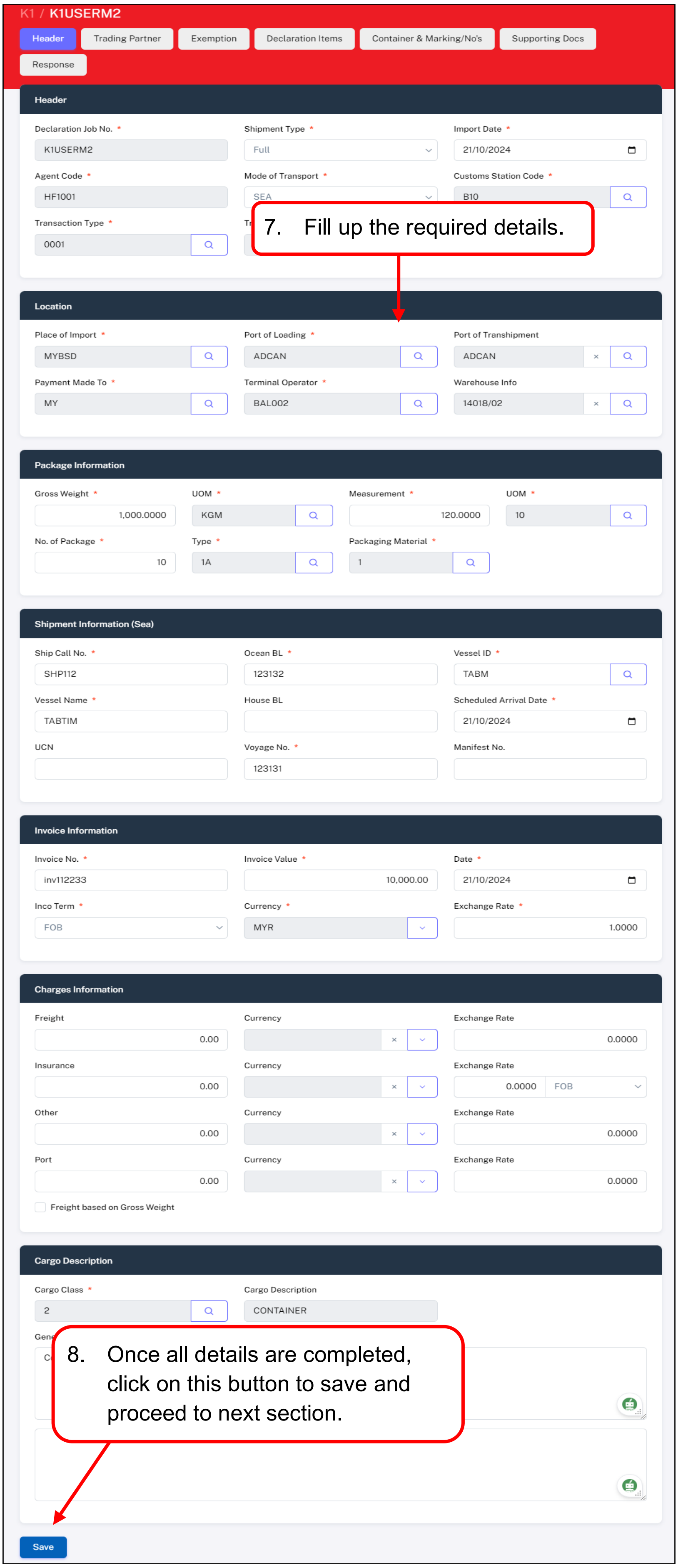


Figure 23

Fill up all required details for Location, Package, Shipment, Invoice, Charges Cargo details. Details with red (*) are mandatory.

*Note: Follow same steps for all details with 🔍 button.



K1 / K1USERM2
Header
Trading Partner
Exemption
Declaration Items
Container & Marking/No's
Supporting Docs
Response
Header
Declaration Job No. *
K1USERM2
Shipment Type *
Full
Import Date *
21/10/2024
Agent Code *
HF1001
Mode of Transport *
SEA
Customs Station Code *
B10
Transaction Type *
0001
7. Fill up the required details.
Location
Place of Import *
MYBSD
Port of Loading *
ADCAN
Port of Transhipment
ADCAN
Payment Made To *
MY
Terminal Operator *
BAL002
Warehouse Info
14018/02
Package Information
Gross Weight *
1,000.0000
UOM *
KGM
Measurement *
120.0000
UOM *
10
No. of Package *
10
Type *
1A
Packaging Material *
1
Shipment Information (Sea)
Ship Call No. *
SHP112
Ocean BL *
123132
Vessel ID *
TABM
Vessel Name *
TABTIM
House BL
Scheduled Arrival Date *
21/10/2024
UCN
Voyage No. *
123131
Manifest No.
Invoice Information
Invoice No. *
inv112233
Invoice Value *
10,000.00
Date *
21/10/2024
Inco Term *
FOB
Currency *
MYR
Exchange Rate *
1.0000
Charges Information
Freight
0.00
Currency
Exchange Rate
0.0000
Insurance
0.00
Currency
Exchange Rate
0.0000
FOB
Other
0.00
Currency
Exchange Rate
0.0000
Port
0.00
Currency
Exchange Rate
0.0000
Freight based on Gross Weight
Cargo Description
Cargo Class *
2
Cargo Description
CONTAINER
8. Once all details are completed, click on this button to save and proceed to next section.
Save

Figure 24

5.3. Trucking

This section will require users to add Trucking details. Users can select Port of Loading, Port of Discharge, Originating Station and Receiving Station from the registered listing.

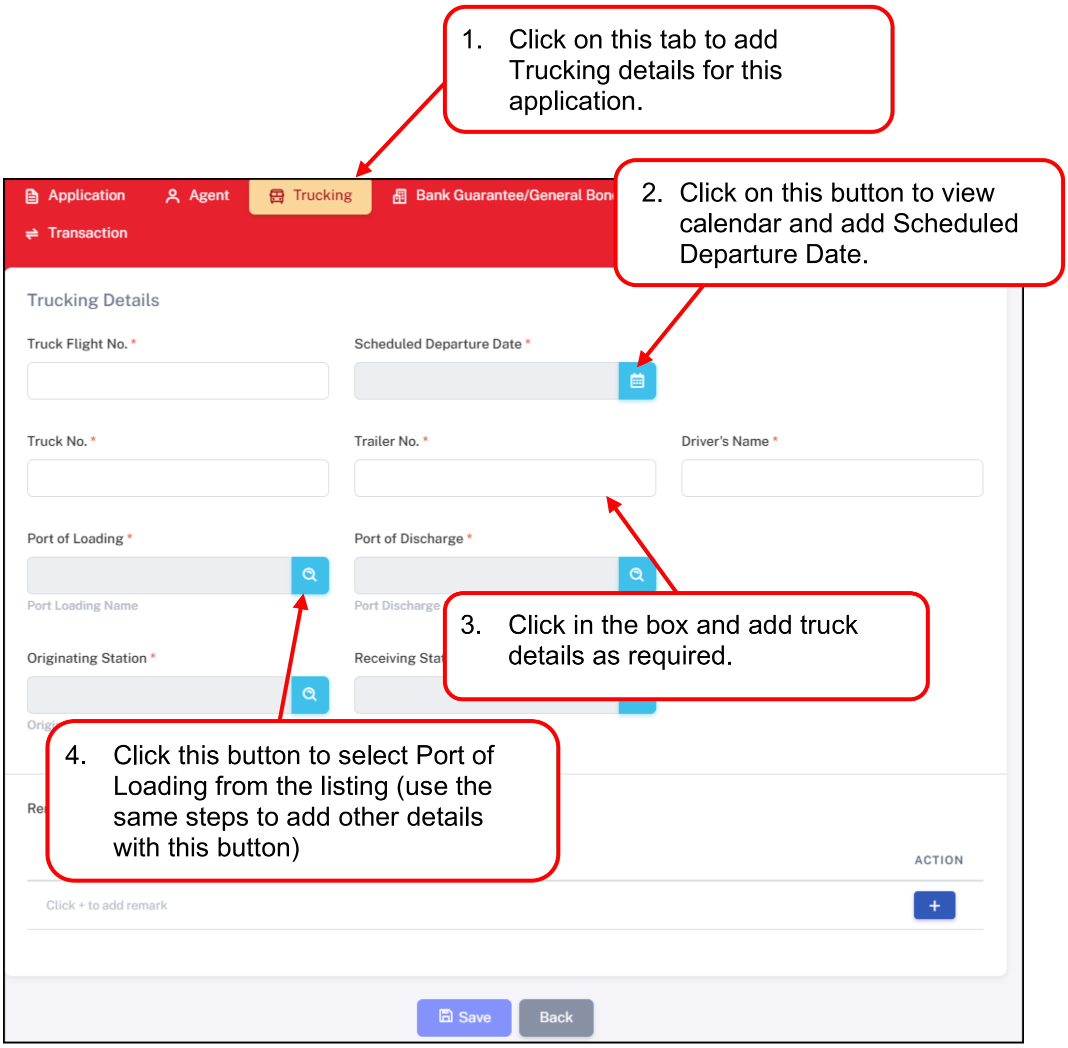


Figure 25

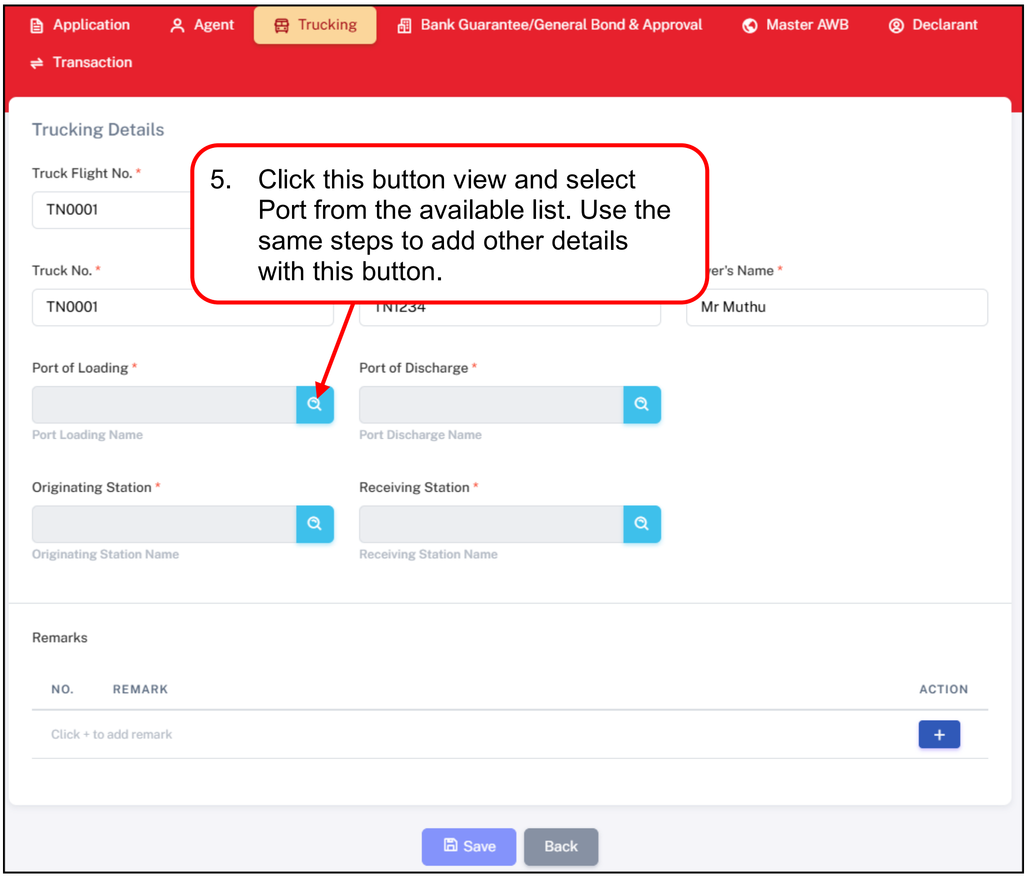


Figure 26

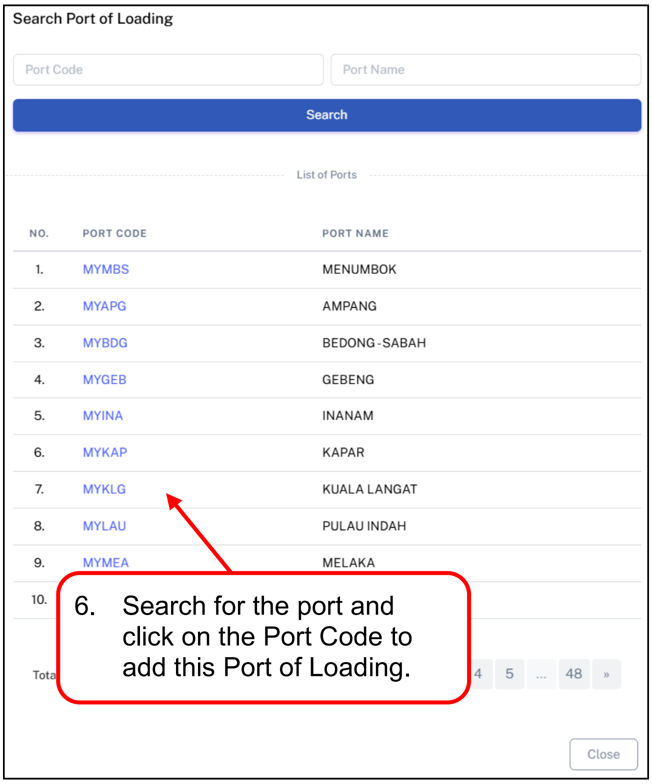


Figure 27

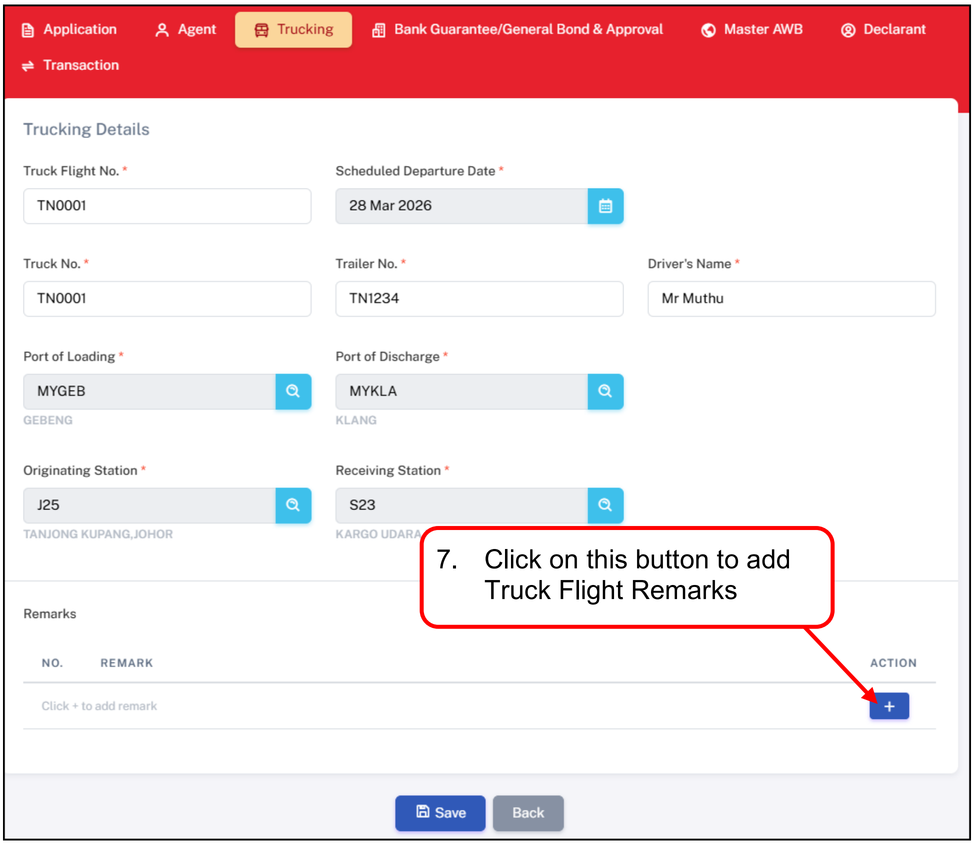
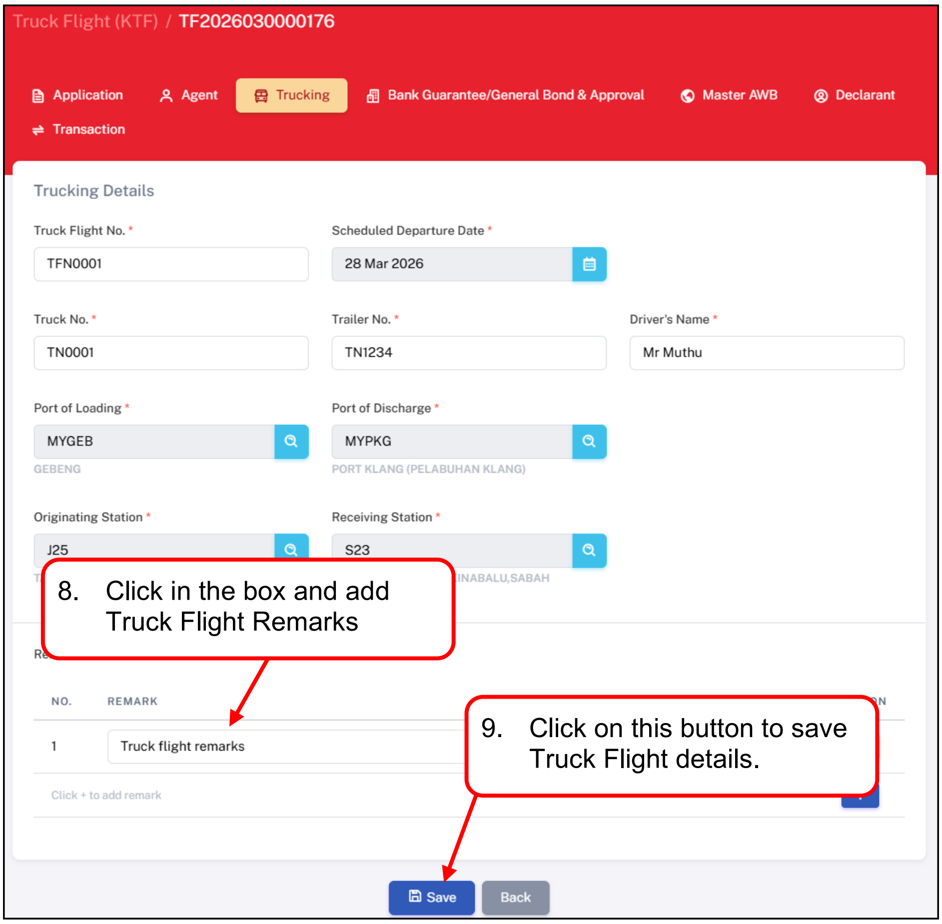


Figure 28



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5.4. Bank Guarantee/ General Bond & Approval

This section will require users to add Bank Guarantee/ General Bond & Approval details.

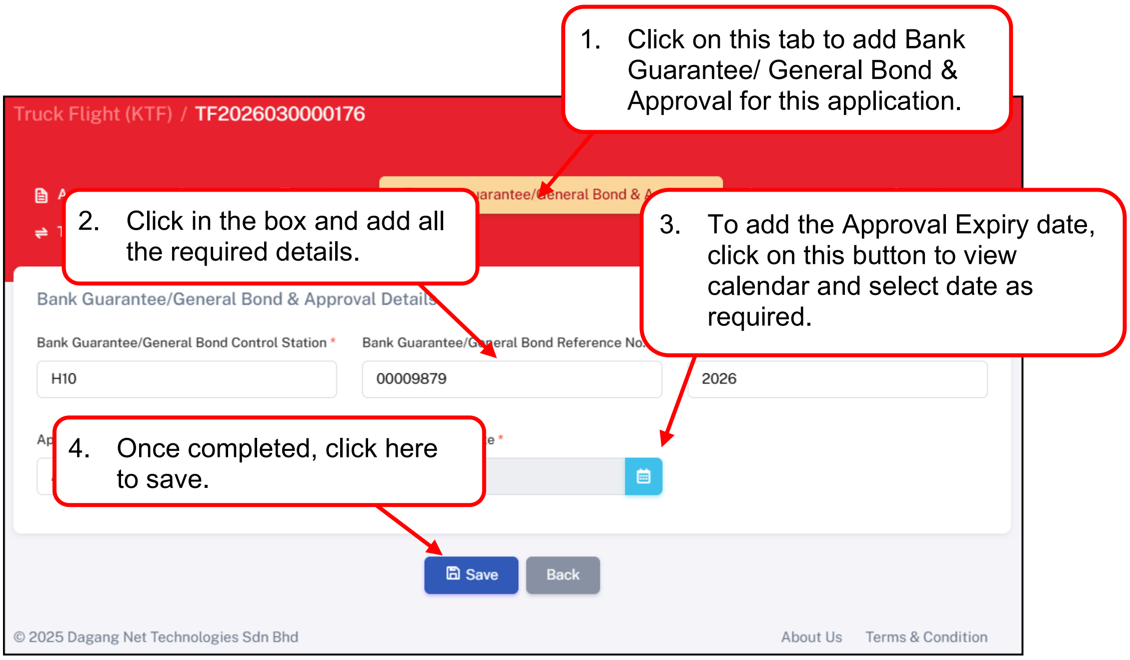

Figure 29

5.5. Master AWB

This section shows the steps to add the Master AWB during new application. There are 2 ways for users to add, either add it manually by filling up the details in provided form in the system or upload the details using Excel template (for bulk upload). Users can download this template from the system and there are guidelines in the template on how to fill up the template.

5.5.1 Add New Master AWB Manually

This section shows how users can add details for new Master AWB manually from the system.

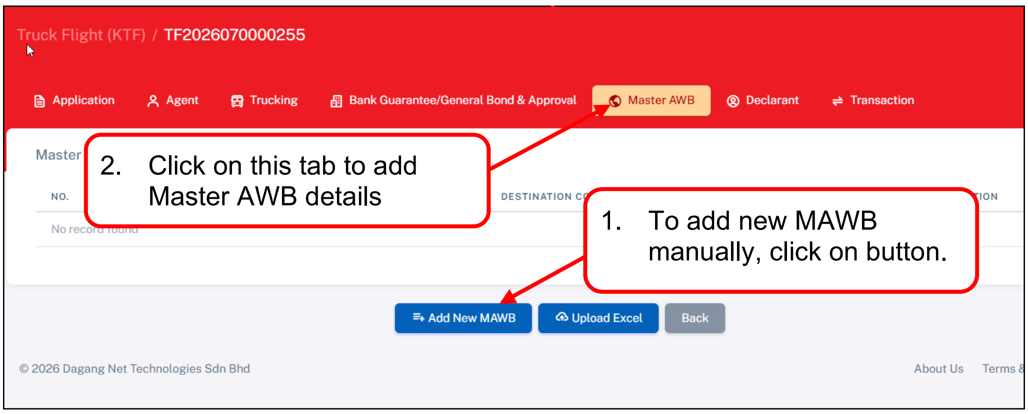

Figure 30

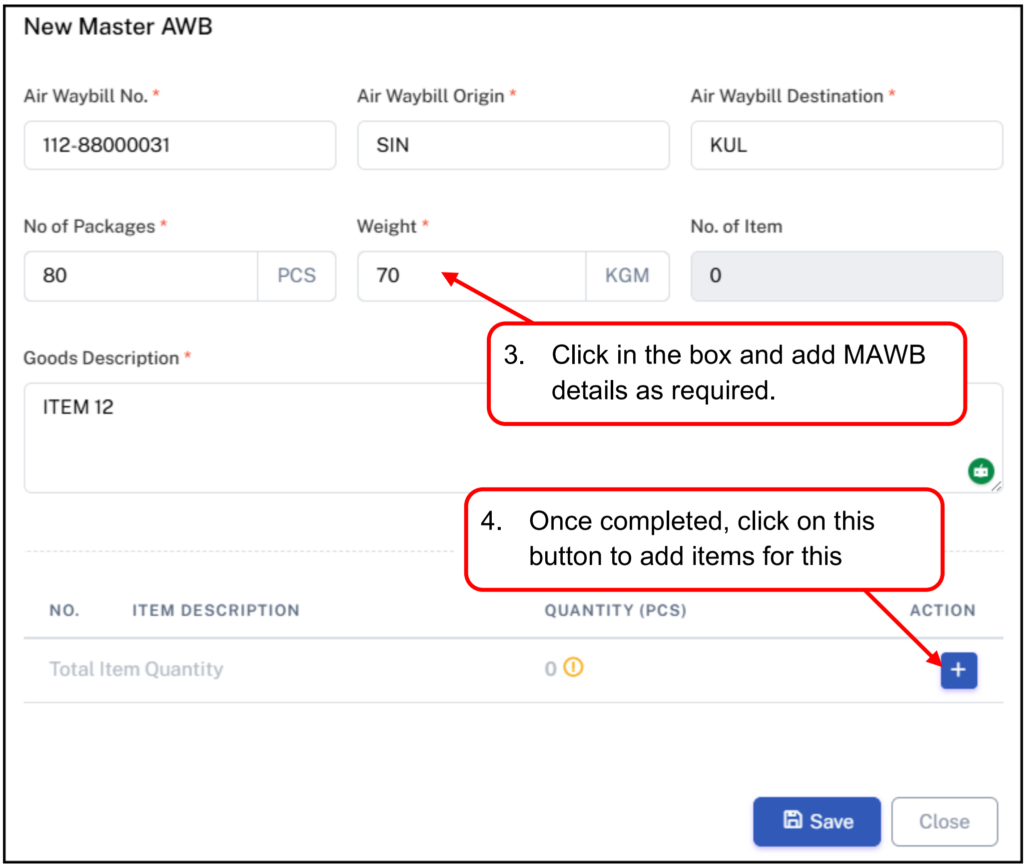

Figure 31

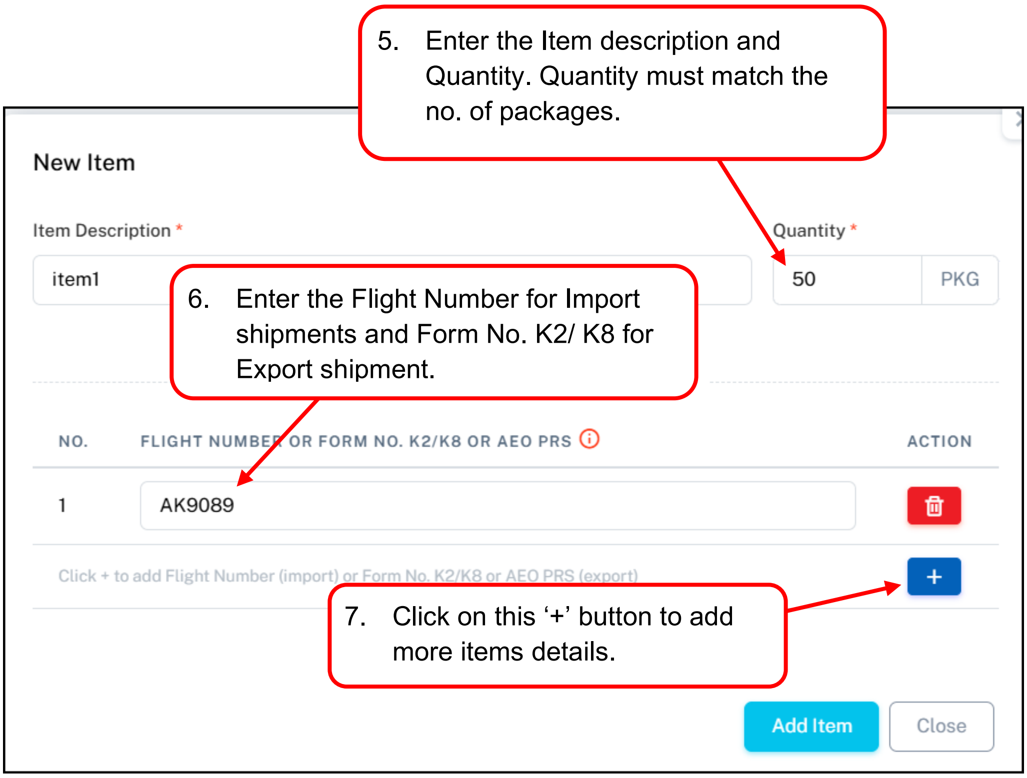

Figure 32

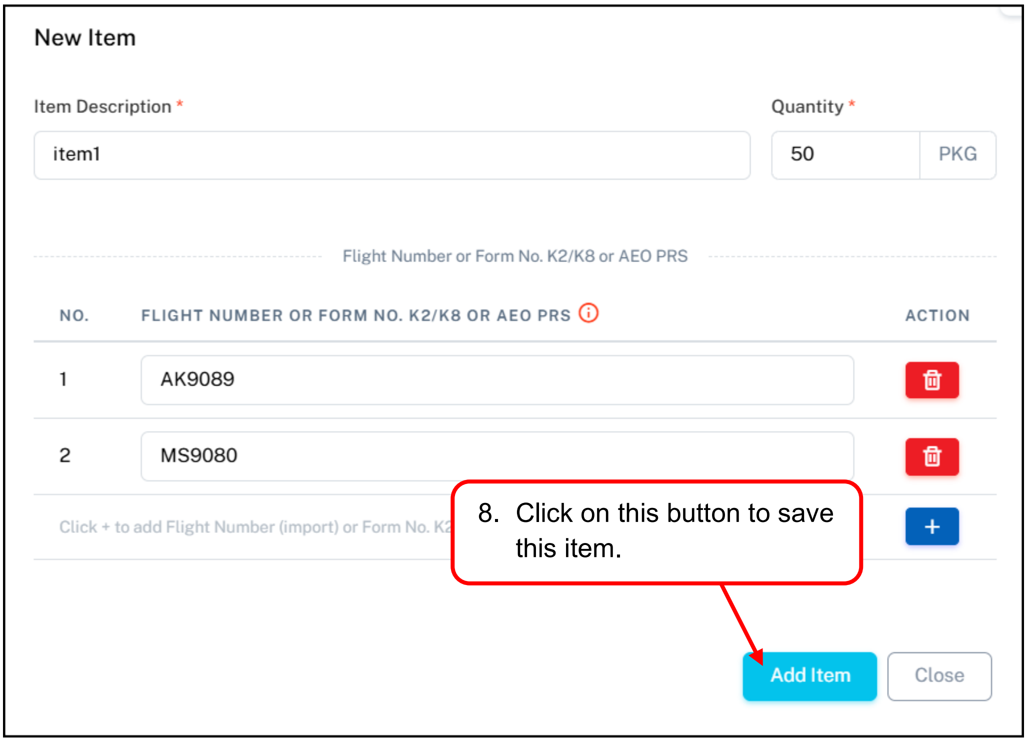

Figure 33

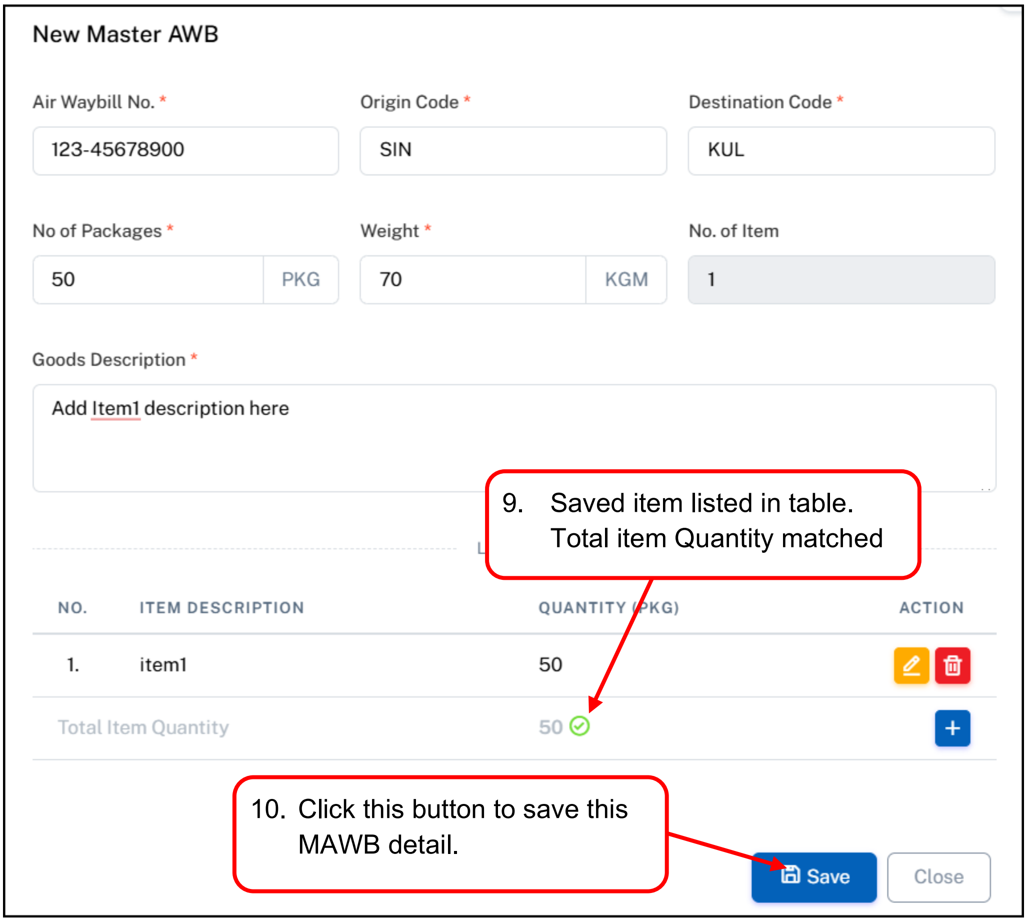

Figure 34

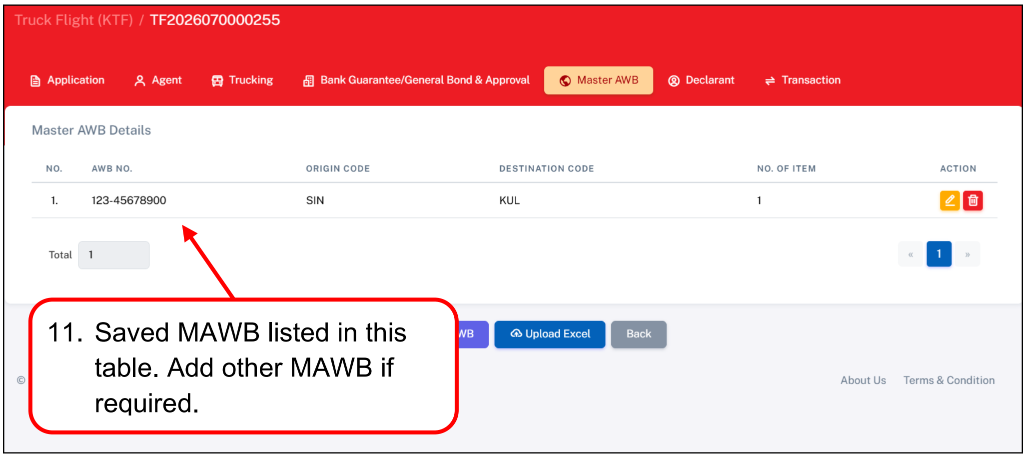

Figure 35

5.5.2 Upload Excel Template

This section shows how users can add bulk Master AWB data with Excel template. Steps below will show how to download the template from the system and upload the complete file back to the system.

Upon successfully uploaded the excel template, system will extract data from the Excel file, insert the info into the responding table and display the populated information in the system.

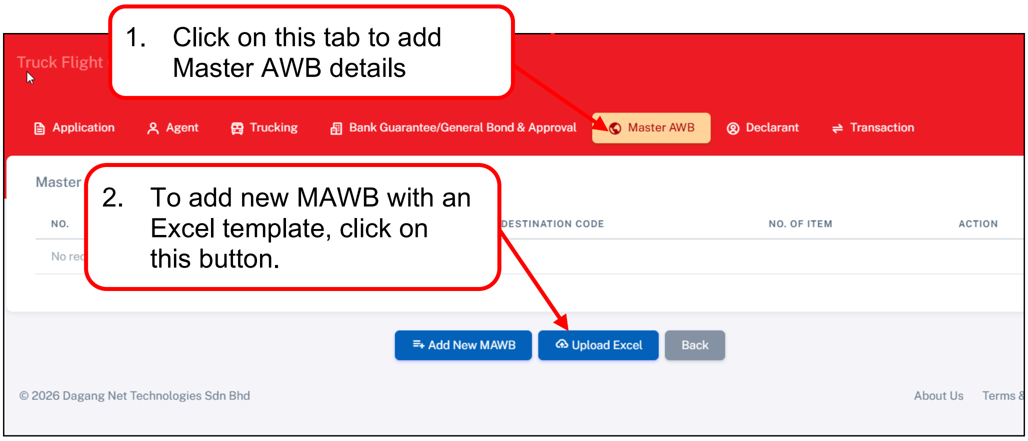

Figure 36

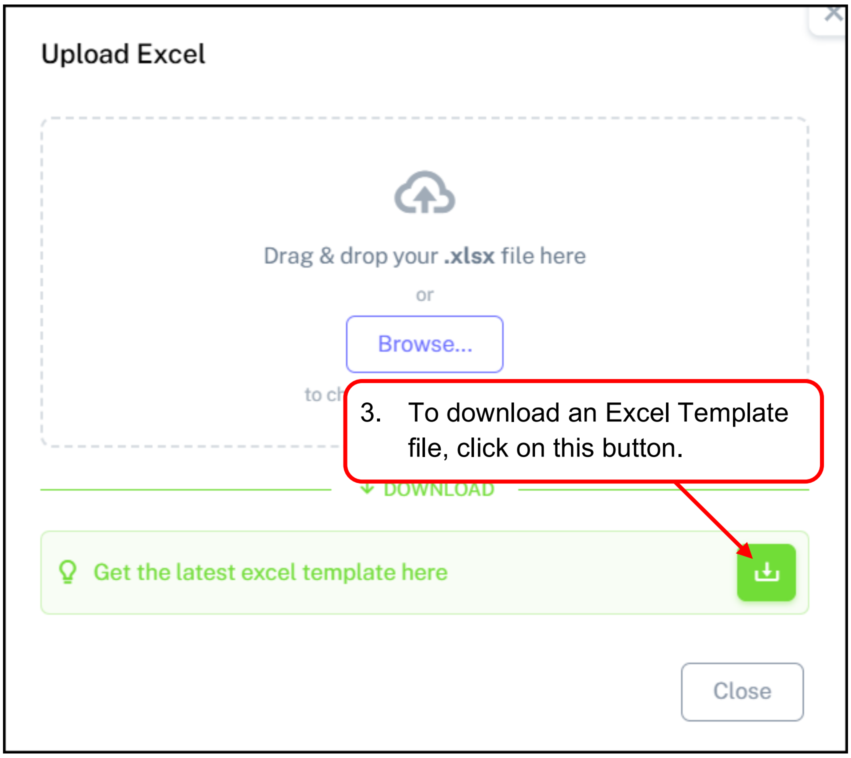

Figure 37

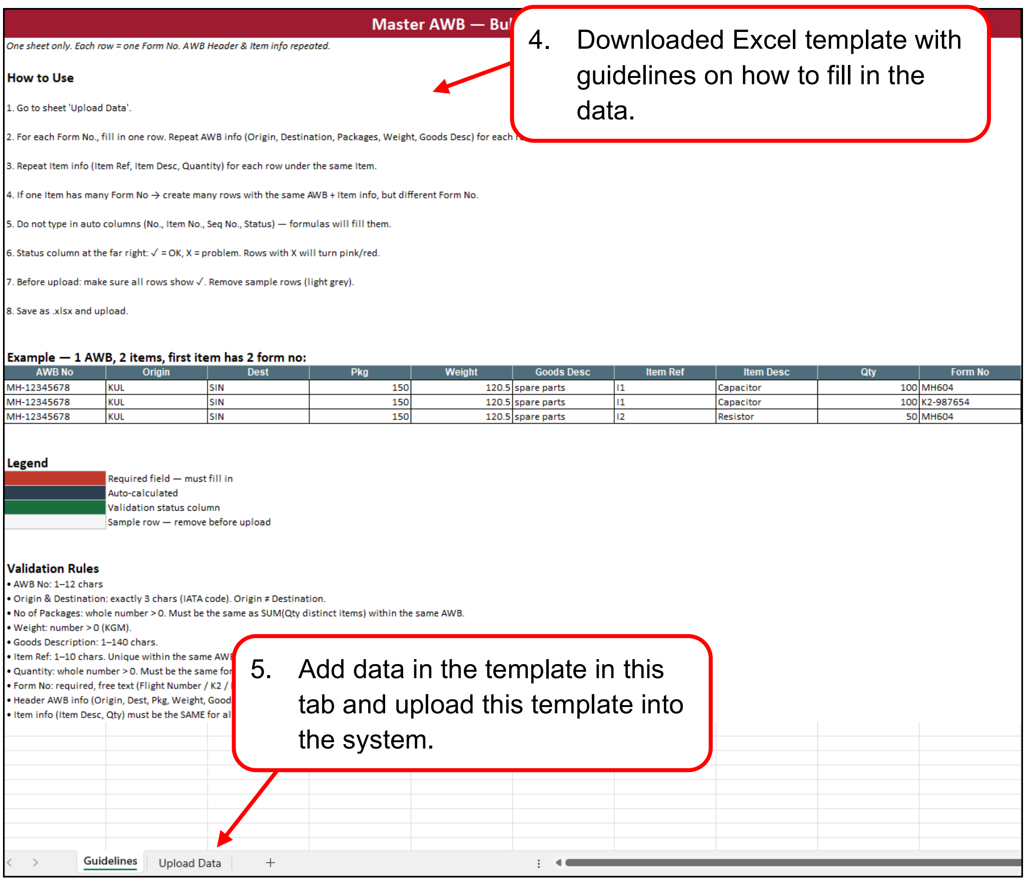

Figure 38: Sample Excel Template file

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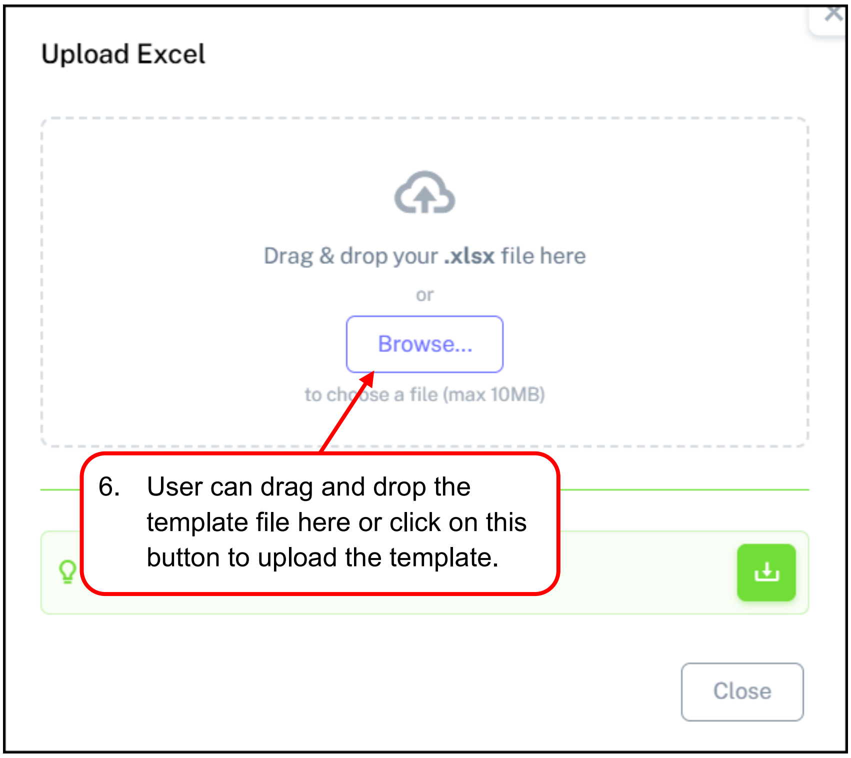


Figure 39

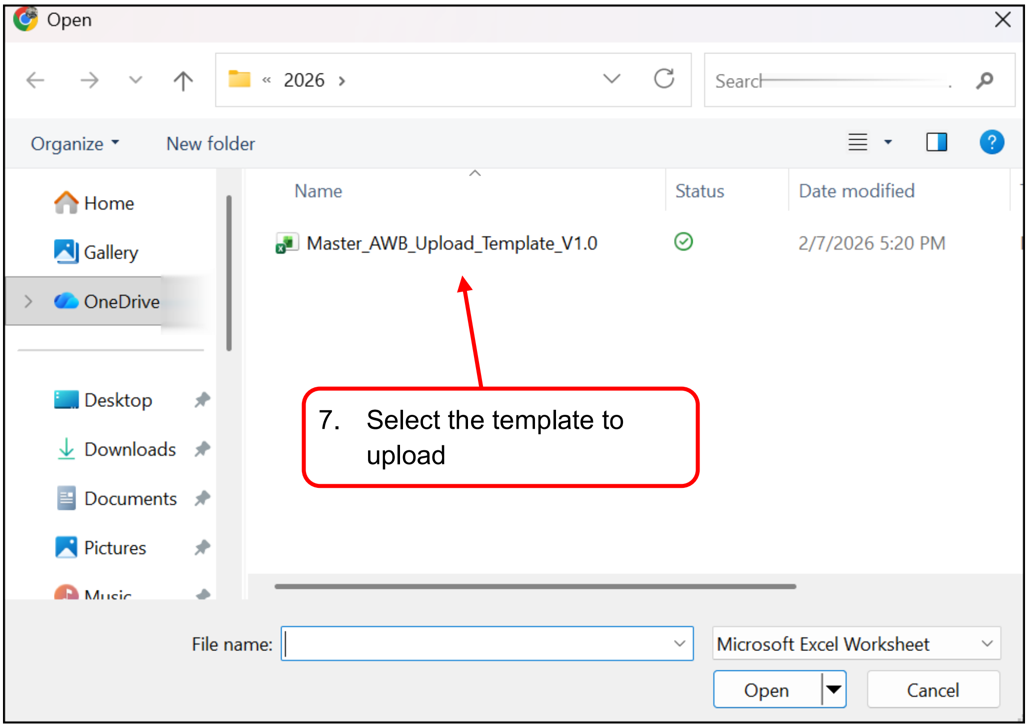


Figure 40

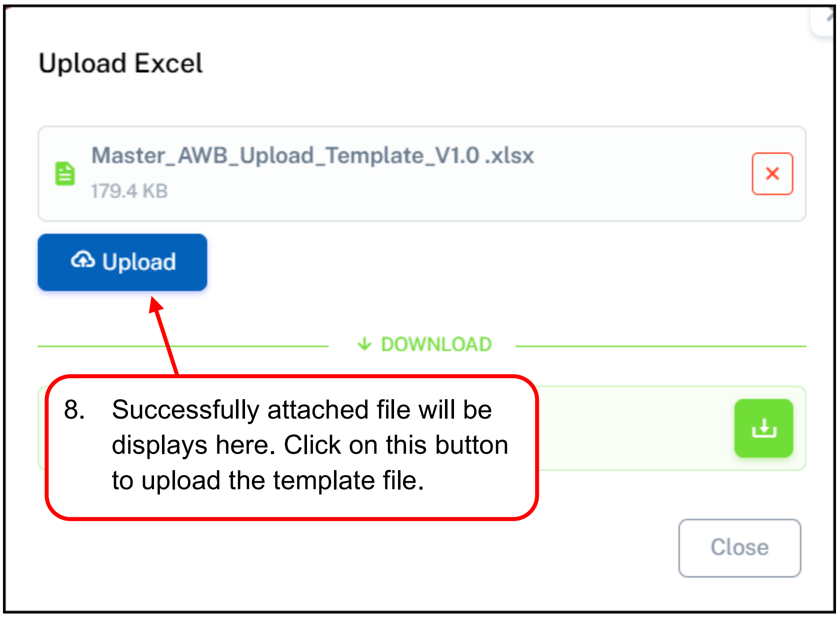


Figure 41

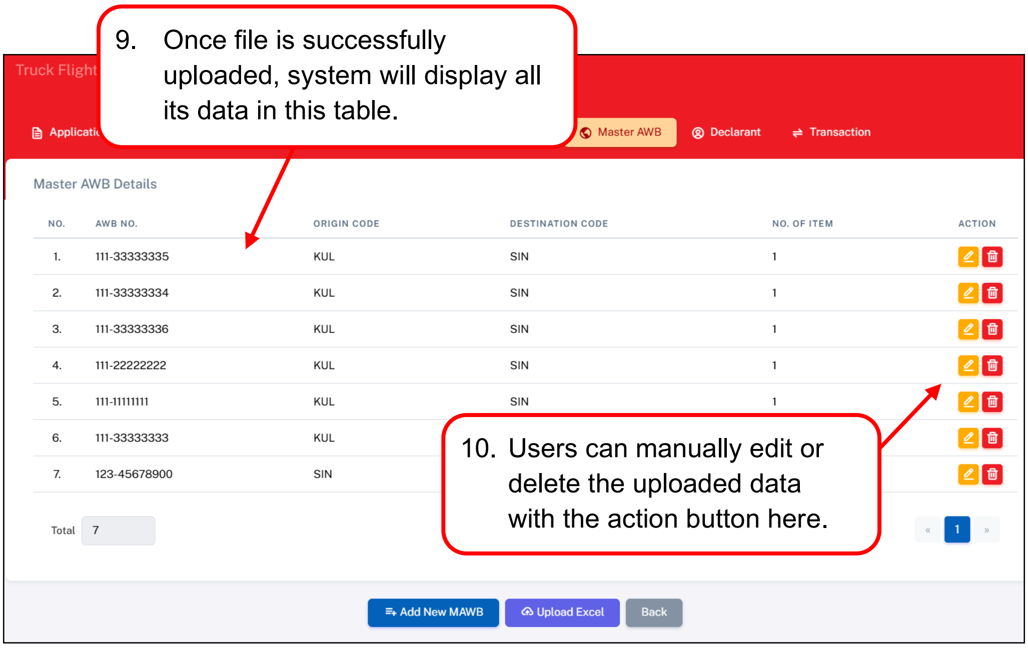


Figure 42

5.6. Declarant

This section shows how users can add Declarant Information to a new application.

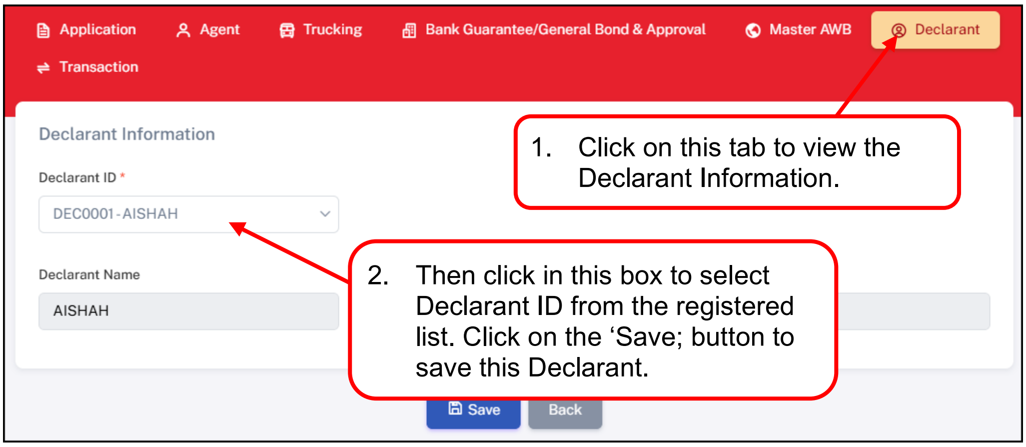


Figure 43

5.7. Transaction and Submission

This section shows how users can view transaction details and submit the application.

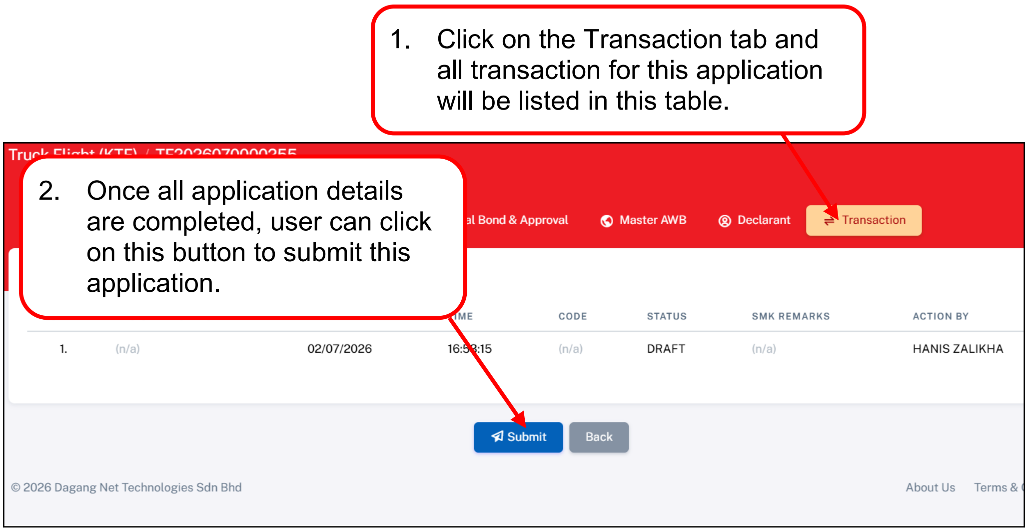
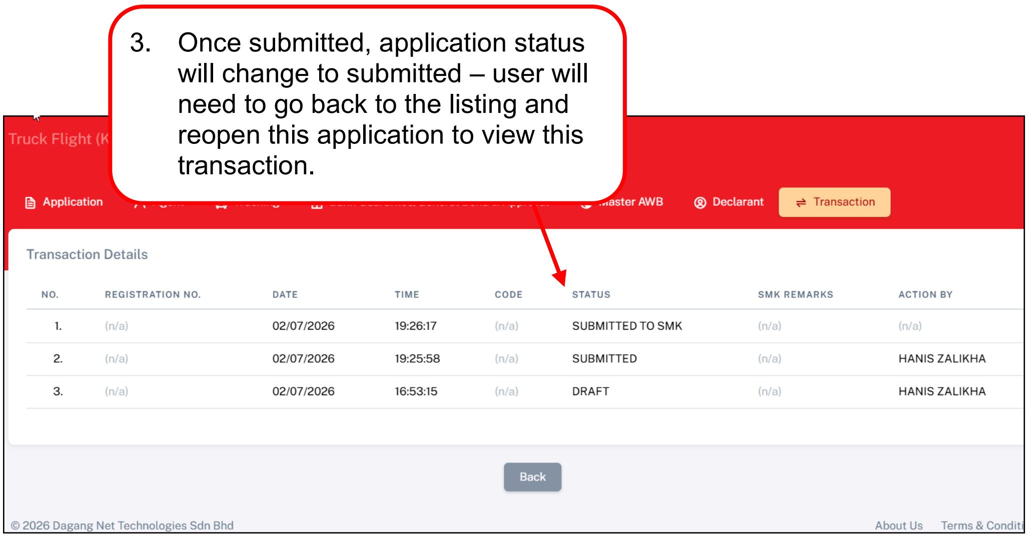


Figure 44



3. Once submitted, application status will change to submitted – user will need to go back to the listing and reopen this application to view this transaction.
Truck Flight (K
Application
Master AWB
Declarant
Transaction
Transaction Details
NO. REGISTRATION NO. DATE TIME CODE STATUS SMK REMARKS ACTION BY
1. (n/a) 02/07/2026 19:26:17 (n/a) SUBMITTED TO SMK (n/a) (n/a)
2. (n/a) 02/07/2026 19:25:58 (n/a) SUBMITTED (n/a) HANIS ZALIKHA
3. (n/a) 02/07/2026 16:53:15 (n/a) DRAFT (n/a) HANIS ZALIKHA
Back
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About Us

Figure 45

Section 6. Printing

This system allows users to print Customs Manifest Truck Flight Form directly form the system. Application status must be in ‘Acknowledge by Customs’

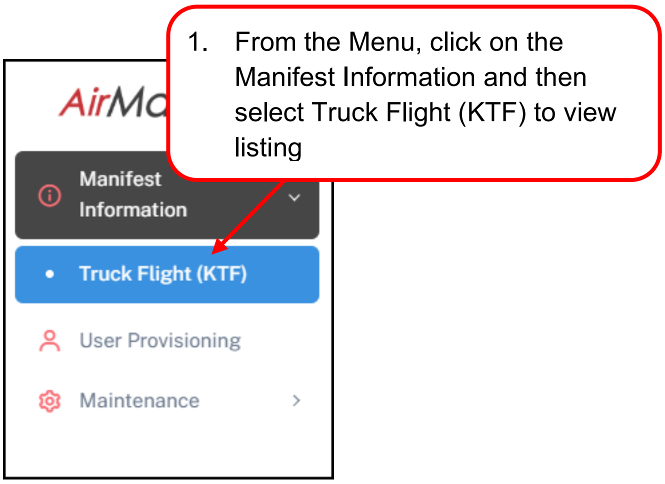

Figure 46

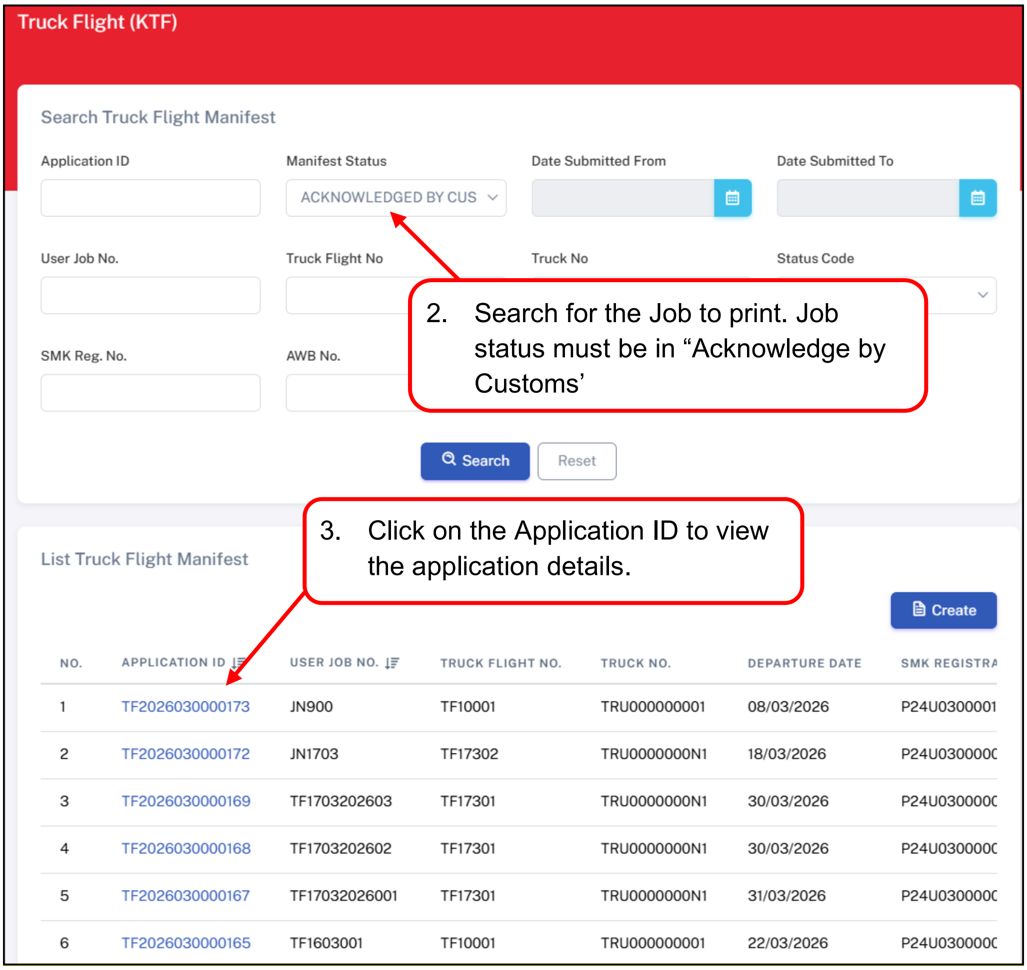

Figure 47

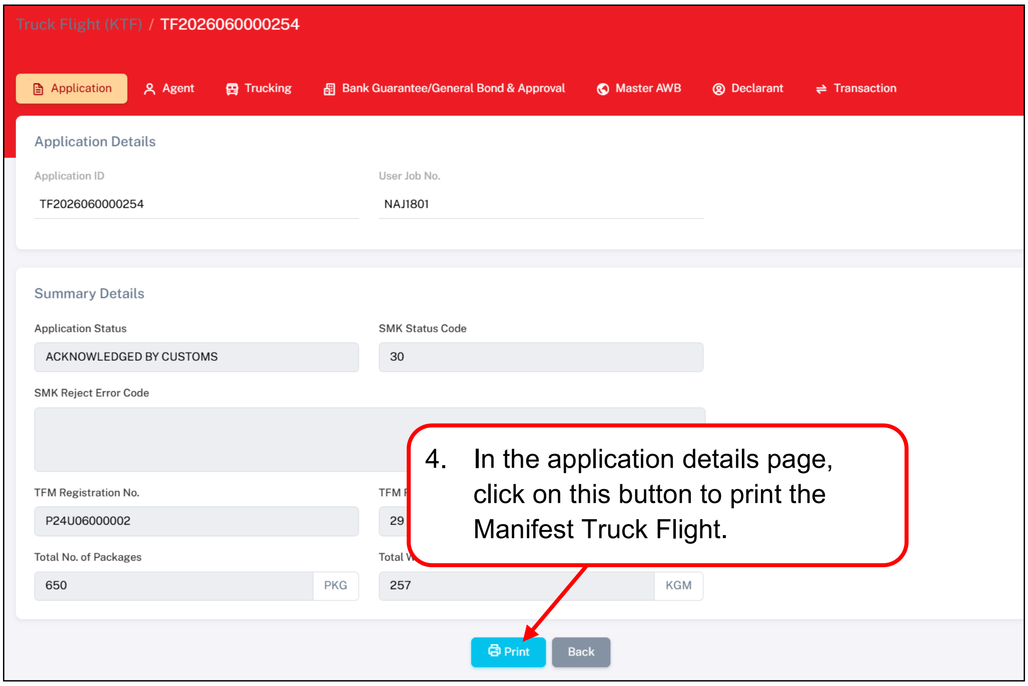
Truck Flight (KTF) / TF2026060000254
Application
Agent
Trucking
Bank Guarantee/General Bond & Approval
Master AWB
Declarant
Transaction
Application Details
Application ID
TF2026060000254
User Job No.
NAJ1801
Summary Details
Application Status
ACKNOWLEDGED BY CUSTOMS
SMK Status Code
30
SMK Reject Error Code
TFM Registration No.
P24U06000002
Total No. of Packages
650
PKG
257
KGM
4. In the application details page, click on this button to print the Manifest Truck Flight.
Print
Back

Figure 48

MANIFES TRUCK FLIGHT

BORANG PEMINDAHAN BARANG DI BAWAH KEMUDAHAN TRUCK FLIGHT

NO PENDAFTARAN (PENGHANTAR): H10U02000003	TARIKH: 06/02/2026
NO PENDAFTARAN (PENERIMA):	TARIKH:
PEMILIK : Kargo Swiss International Airlines Ltd (Swiss Air)	
NAMA & ALAMAT EJEN KASTAM YANG DIBERI KUASA: POS AVIATION SDN BHD	KOD EJEN: HS0003
NOMBOR PENERBANGAN: MH8800	TARIKH PERGERAKAN: 28/02/2026
LAPANGAN TERBANG DIMUATKAN: H10 - IMPORT/EKSPORT DAN ZON BEBAS KLIA	TARIKH PERGERAKAN: P24 - KOMPLEKS KARGO UDARA KE-2,LTA BAYAN
NO LORI / NO TRELER / NO KONTENA: TN0101 / TRL0202	NOMBOR BON AM: BANK GUARANTEE (BG) H10000000022025

MAKLUMAT BARANG

Bil.	NO DAFTAR MAWB	KUANTITI	KETERANGAN BARANG	BERAT	ASAL	DESTINASI	NO K8/K2
1	999-99999999	20	CONSOL	35	DXB	PEN	FN9901
2	999-99999999	20	CONSOL	35	DXB	PEN	FN9990
3	888-88888111	30	CONSOL	90	MAA	PEN	FN9991
4	888-88888111	30	CONSOL	90	MAA	PEN	FN001
5	888-88888111	30	CONSOL	90	MAA	PEN	FN991
	JUMLAH	130 PKG		340 KGM			

\# DUTI/CUKAI KASTAM BELUM DIBAYAR #

KOD STESEN PENGHANTAR:	TARIKH:
Saya memperakui pengisytiharan ini benar dan lengkap.	Saya mengesahkan bahawa pemindahan kargo seperti di atas telah diterima.
Nama Pembuat Akuan: AISHAH	Nama Pembuat Akuan:
No Kad Pengenalan: 900116016324	No Kad Pengenalan:
Jawatan: SHIPPING MANAGER	Jawatan:
Tarikh/Masa: 06/02/2026	Tarikh/Masa:

PEMERIKSAAN	
NO SIL KASTAM: (10)	SIL DISAHKAN TELAT:
BILANGAN SIL:	BILANGAN SIL:
CATATAN:	CATATAN:
TANDA TANGAN & CAP PEGAWAI PEMERIKSA	TANDA TANGAN & CAP PEGAWAI PEMERIKSA
TANDA TANGAN & CAP PEGAWAI YANG MENGESAHKAN PEMERIKSAAN	TANDA TANGAN & CAP PEGAWAI YANG MENGESAHKAN PEMERIKSAAN
KELULUSAN	
Pegawai Kastam Yang Meluluskan: Tandatangan Nama pegawai Jawatan	Pegawai Kastam Yang Meluluskan: Tandatangan Nama pegawai Jawatan
Tarikh/Masa:	Tarikh/Masa:

Figure 49: Print Sample

-End of Guide-

This user manual shall be updated as and when required.