UNION PACIFIC
BUILDING AMERICA®

Shipment Management Tool

Order Cars by Quantity

Shipment Management
Where to Access

- Available from MyUPRR screen

- Located under **Ship** tab

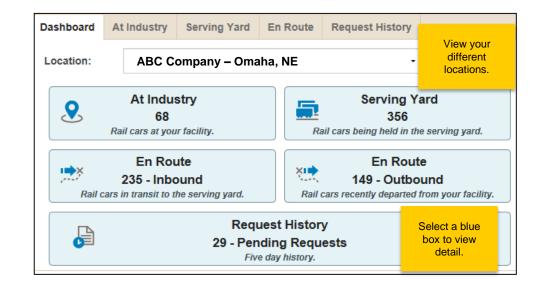- Alternatively available in **My Favorites** and **Recent** if previously accessed

Shipment Management
Dashboard Features

- Consolidates multiple functions into one system

- Summary view of equipment inventory (empties and loads) for your location(s)

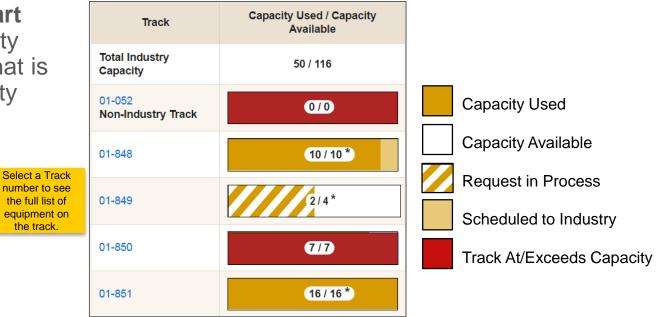- Snapshot saves you time managing your daily rail operations

At Industry Screen

- Screen most commonly used to **Release** empty cars and **Waybill** loaded cars

- Use **Correct ZTS** feature to update equipment that has been moved by the customer at industry

Track Capacity Chart

- **Track Capacity Chart** illustrates the capacity already used and what is available at the facility

Track	Capacity Used / Capacity Available
Total Industry Capacity	50 / 116
01-052 **Non-Industry Track**	0 / 0
01-848	10 / 10 *
01-849	2 / 4 *
01-850	7 / 7
01-851	16 / 16 *

Select a Track number to see the full list of equipment on the track.

- Capacity Used
- Capacity Available
- Request in Process
- Scheduled to Industry
- Track At/Exceeds Capacity

Note: Some users may not have the track capacity chart functionality.

Serving Yard Screen

- Gives you visibility to equipment in your Serving Yard
- **Change ZTS** feature allows you to update a ZTS for an Equipment ID
- Select **Order to Industry** to order cars to your industry by quantity

Dashboard	At Industry	**Serving Yard**	En Route	Request History

Location: ABC COMPANY - OMAHA, NE ▾   🖶 Printer Friendly   📊 Export to Excel

Select **Order to Industry** from the **Serving Yard** tab.

Order to Industry	Cancel Request	Change ZTS

Filter results...

21 Cars In Serving Yard

Equipment ID	L/E	Owner	Equipment Type	Commodity	Yard Track	Sequence	Dest. ZTS	Status
TEST401	Empty	PC	C3L - Covered Hopper	1441313 - INDSND	06-206-00	E 27/42	06-822-00	ISA
TEST402	Empty	PC	C3L - Covered Hopper	1441330 - SAND		E 16/23	06-822-00	ISA
TEST403	Empty	PC	C3L - Covered Hopper	1441313 - INDSND		E 9/42	06-822-00	ISA

Bold text commodity info denotes current load, gray text denotes last contained commodity.

Based on the customer's business profile, some users will use this screen to order equipment to industry by Equipment ID.

Order to Industry Screen
Ordering Cars by Quantity

Select From:

Serving Yard by Equip ID

Serving Yard by Qty/Type

En Route

Select **Serving Yard by Qty/Type**.

0 Selected / 10 Authorized for Order to Industry

Add More Equipment

Filter results...

	Equipment ID	Owner	Equipment Type	L/E	Dest. ZTS / Switch Road	Commodity	Yard Track / Seq.
☐	TEST401	PC	C3L - Covered Hopper	E	06-822-00	1441330 - SAND	06-204-00 E 16/21
☐	TEST402	PC	C3L - Covered Hopper	E	06-822-00	1441330 - SAND	06-204-00 E 13/21
☐	TEST403	PC	C3L - Covered Hopper	E	06-822-00	1441313 - INDSND	06-204-00 E 7/21

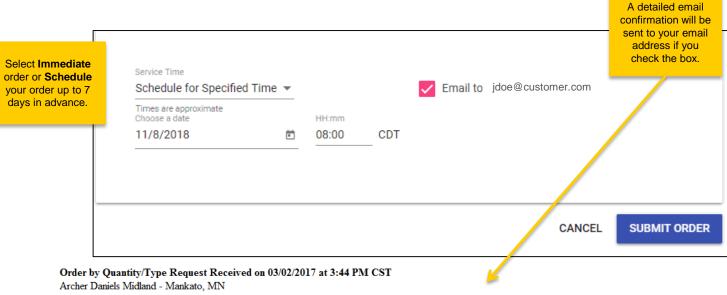| Track	Capacity Used / Capacity Available
Total Industry Capacity	17 / 46
13-401	0 / 7
13-402	0 / 7
13-403	2 / 7

Order to Industry Screen
Selecting Criteria

Select From: Serving Yard by Qty/Type ▾

Enter your **equipment criteria** to request the specific equipment needed.

Availability will change when the equipment criteria is updated. You can only order the available number of cars at any given time.

Request Cars

Load/Empty
Empty ▾

Commodity
0113710 - WHEAT ▾

Requested Quantity *
2

4 Total Available

Car Type
Any ▾

Selection of 'Any' will restrict additional requests to 'Any'

Ownership
Any ▾

Selection of 'Any' will restrict additional requests to 'Any'

Destination Track *
02-509 : 15+ Spots Rem... ▾

Select destination track from drop down.

ADD MORE

Order to Industry Screen
Add More / Multiple Orders

Order to Industry Screen
Schedule Order & Request Email Confirmation

A detailed email confirmation will be sent to your email address if you check the box.

Select **Immediate** order or **Schedule** your order up to 7 days in advance.

Service Time

Schedule for Specified Time ▾

Email to   jdoe@customer.com

Times are approximate
Choose a date

11/8/2018   📅

HH:mm

08:00   CDT

CANCEL   **SUBMIT ORDER**

Order by Quantity/Type Request Received on 03/02/2017 at 3:44 PM CST
Archer Daniels Midland - Mankato, MN
Order Deadline Selected: 03/09/2017 at 10:00 AM CST

A request to order equipment by quantity with the following criteria to your location has been received. Your request will be processed prior to the date and time selected.

L/E	Owner	Equipment Type	Commodity	Dest. ZTS	Requested Quantity
Empty	PC	ANY	ANY	01-849-00	2

Shipment ID: 12223
Email Comments:

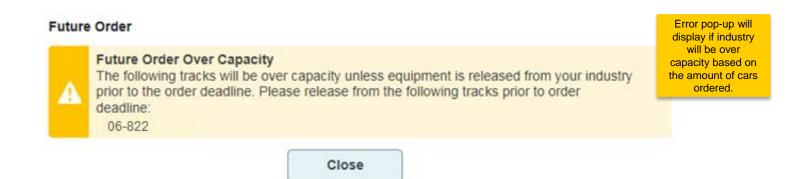# Order to Industry Screen
Order Acknowledgement

Request Received

✓ **Submitted: Order to Industry Request Received**
Request to deliver car(s) to industry has been submitted for processing.
EBZX17, EBZX67
Your request is being processed. Orders will be fulfilled on the requested date/time subject to equipment availability and track capacity.

Close

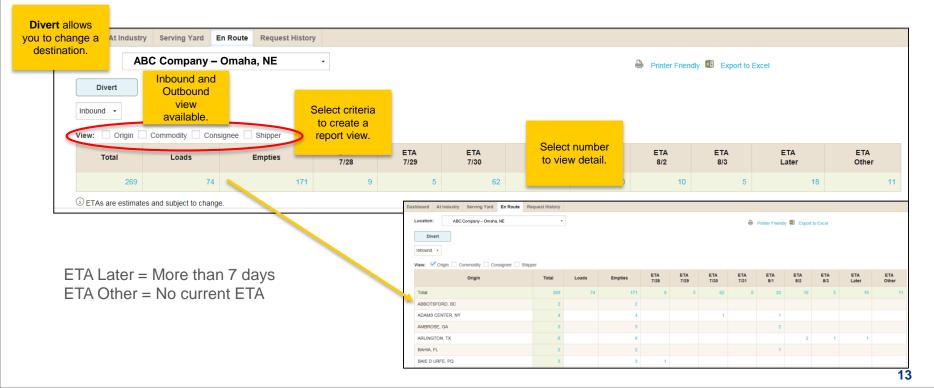Once your request has been submitted, you will receive an acknowledgement on the screen of your order.

Future Order

⚠ **Future Order Over Capacity**
The following tracks will be over capacity unless equipment is released from your industry prior to the order deadline. Please release from the following tracks prior to order deadline:
06-822

Close

Error pop-up will display if industry will be over capacity based on the amount of cars ordered.

Cancelling a Request

En Route Screen

- Shows equipment on the way to the Serving Yard (seven days out and later)

Divert allows you to change a destination.

Inbound and Outbound view available.

Select criteria to create a report view.

Select number to view detail.

ETA Later = More than 7 days
ETA Other = No current ETA

Request History Screen

- Shows summary and status of your requests

Select date range to change view. Maximum display range is 30 days.

Select **More Information** for additional request details.

Successfully processed

Error

Acronym & Definition List

Label	What It Means
ZTS	Zone, Track, Spot
SC	UP Owned Equipment
FC	Foreign Owned Equipment
PC	Private Owned Equipment
Serving Yard	A rail yard used for storing and sorting rail cars
At Industry	A customer's facility
Correct ZTS	Feature to update equipment that has been moved by the customer at industry
Change ZTS	Allows user to update ZTS informing the railroad crew where to place it at industry