

Transport Overview and Planning Report

Options to Export “Operations” Data

All Export Data options found on the “Reporting” screen, are available for download (as spreadsheets in .xls file format) and collected into groups based on the general purpose or intended audience/user of the data:

“**Operations**”, to support logistics operations and planning personnel.

“**Communications & Reporting**”, to support coordination and information management personnel.

“**Administration**”, to support logistics services management personnel.

The individual Export Data options within some groups have an on-screen description in a standard format that identifies: the overall requests or **Consignments** that are included in the Export[ed] Data, based on status; the actions that are included in the Export[ed] Data; and finally, the location types that are covered by the Export[ed] Data.

Transport Overview

Includes consignments of "In-Progress" & "Closed" status;
and cargo dispatched;
from all locations;

From Date

To Date

22/Jan/2025

22/Jan/2025

Transport Company

Transport Company

Export Data

Transport Overview

This option will extract transaction-level data for all transport service(s) that have been registered by the respective Service Provider(s), over the full duration of the Project or within the date-range specified on screen; the “**From Date**” and “**To Date**” (see below) can be set to any value and will define the date-range for the Export[ed] Data. Additionally, for the purposes of verifying invoicing or checking the performance of a specific Service Provider or their sub-contracted transport company(s), the Export[ed] Data can be filtered by “**Transport Company**” before download.

Transport Overview

Includes consignments of "In-Progress" & "Closed" status;
and cargo dispatched;
from all locations;

From Date

To Date

Transport Company

Transport Company

Export Data

The "From Date" and "To Date" values, will be checked against the "Actual Dispatch Date" for all recorded transport service(s), any dispatch that started between or on these dates will be included in the Export Data that is downloaded.

The "Transport Company" value, if provided, will be checked against the "Transport Company" entered under the "Journey Details" for all recorded transport services, and only transport services that have a matching value will be included in the Export Data that is downloaded.

After setting a date-range (by default, the date range is set to the current day only) or filter by Transport Company (only if needed, this field can be left blank), the data can be exported and downloaded by clicking on the **"Export Data"** button/bar.



The download will proceed according to the preferences established by individuals on their own computers/devices, any questions about setting download preferences or managing files on your computer/device should be directed to the responsible IT Support and/or IT Help Desk.

The spreadsheet file (in .xls format) that is downloaded will contain data sorted and arranged by relevant "Events" that affect single units of cargo, per line, per Consignment, per location, per day. Using simple analytical and visualization tools (i.e. Pivot Tables in Microsoft Excel) allows an in-depth look at specific information that can be tailored to meet a specific purpose, and/or aggregated by any single detail.

You can, for example, check all dispatches by transport mode and sum the total volume sent by product category, or by sending organization, or by date of dispatch or receive.

The Transport Overview data may include the following Events, and corresponding values for date and cargo quantity (IU, HU, weight, volume, value). Further, cargo quantities may be positive or negative depending on the event (i.e. "Opening Dispatches" and "Dispatched in Period" quantities are positive, while "Received in Period" quantities are negative, so any positive balance indicates cargo currently being transported).

event labels	Opening Dispatches en route - Good Condition Opening Dispatches en route - Bad Condition	Show all cargo dispatches underway (sent but not received) as of the "From Date" (CST with In-progress/Closed status)
	Dispatched in Period - Good Condition Dispatched in Period - Bad Condition	Show all cargo dispatched (CST with In-progress/Closed status)
	Received in Period - Good Condition Received in Period - Bad Condition	Show all dispatched cargo that has been received (CST with In-progress/ Closed status)
	Reported Lost in Period - Good Condition Reported Lost in Period - Bad Condition	Show all dispatches where some cargo was not received (CST with In-progress/Closed status)
	Reported Found in Period - Good Condition Reported Found in Period - Bad Condition	Show all dispatches where some cargo that was recorded as not received has been found (CST with In-progress/Closed status)
	Closing Dispatches en route - Good Condition Closing Dispatches en route - Bad Condition	Show all cargo dispatches underway (sent but not received), as of "To Date" (CST with In-progress/Closed status)

waybills	Shows the waybill number(s) recorded by the Service Provider
vehicle id	Shows the registration number or name of the vehicle, if recorded by the Service Provider (i.e. plate number, tail number, ship's name, etcetera)
vehicle category	Shows the transport mode set by the Service Provider (i.e. Fixed-Wing, Helicopter, Road, Sea, etcetera)
vehicle type	Shows the type of vehicle, if recorded by the Service Provider (i.e. Mi8, Merchant Vessel, IVECO M250, etcetera)
transport company	Shows the full name of the transporter or transport company, if recorded by the Service Provider (i.e. Bollere, DHL, WFP – in cases of own fleet, etcetera)
driver detail	Shows information of driver, driver contact, driver ID
remarks	Shows remarks per event, if recorded by the Service Provider

Transport Planning

This option will extract relevant data for all service requests, or Consignments that are awaiting some action by the **Service Provider** (i.e. collection or **Receipt** from a **Service User, Dispatch** to another location, or Release). Additionally, for the purposes of managing transport activities in large operations, or where different offices may be responsible to manage services in specific areas, the Export[ed] Data can be filtered by "**Location Region**" before download.

Transport Planning

Includes consignments of "Accepted" & "In-Progress" status;
and cargo arriving to / on hand;
in all locations;

Location Region

All

Export Data

The "Location Region" value, if provided, will be checked against all locations where cargo is expected to arrive, be collected, or is currently on-hand with a Service Provider; any service that will take place or is currently underway at a location in this "Region" will be included in the Export Data that is downloaded.

"Region" values are based on reference data maintained for all locations established on a RITA Project; and are based on 1st level Administrative Boundaries in each country.

After entering any required information to set a specific region of interest (this field can be left blank) the data can be exported and downloaded by clicking on the "**Export Data**" button/bar.

You can, for example check for cargo waiting to be moved in a town/city/village and sum the total weight by product category, or by sending organization, or by the region of the final destination.

The Transport Planning data may include the following Events, and corresponding values for date and cargo quantity (IU, HU, weight, volume, value). Further, in this case all cargo quantities will be positive (i.e. all events reflect some positive quantity of cargo awaiting some action to be taken).

event labels	Goods Awaiting Collection from Service User - Good Condition	Show cargo that is waiting Service provider to pick up. (CST with status Accepted / In Progress)
	Goods Awaiting Collection from Service User – Bad Condition	
	Goods to be Delivered by Service User	Cargo expected to be delivered by Service User at Storage or Transshipment Point (CST with status Accepted / In Progress)
	Goods to be Delivered by Service Provider -Good Condition	Shows cargo that is in transit with a Service Provider (CST with In-progress status)
	Goods to be Delivered by Service Provider -Bad Condition	
	Stock on Hand Awaiting Dispatch - Good Condition	Show cargo that is in a location with a Service Provider, but not in the final destination (CST with In-progress status)
	Stock on Hand Awaiting Dispatch - Bad Condition	
	Goods Planned for Collection from Service User – Good Condition	Show cargo that is planned for collection from Service User address i.e. customer address (CST with Accepted / In Progress status)
	Goods Planned for Collection from Service User – Bad Condition	
	Stock on Hand Planned for Dispatch - Good Condition	Show cargo that is planned to be dispatched from a Service Provider (CST with In-progress status)
	Stock on Hand Planned for Dispatch - Bad Condition	
	Stock on Hand Ready to be Released - Good Condition	Shows cargo that is in its final destination, via a Service Provider or User (CST with In-progress status)
	Stock on Hand Ready to be Released - Bad Condition	

The Transport Planning data includes details of three locations. Understanding the relationship between these locations, the overall/full service originally requested and the "**Events**" is necessary to effectively use the information consolidated in RITA to plan transport services.

event location name	Shows the location where cargo for specific events (i.e. awaiting collection, expected as a delivery, or currently on-hand) is, or is expected to be
origin location name	Shows the location where the full cargo was/is expected to be handed over at the start of the overall service, as per the agreed/accepted service request
final destination location name	Shows the location where the full cargo was/is expected to be handed over at the end of the full service, as per the agreed/accepted service request