	<h1 style="text-align: center;">Dispatching of Warehouse Transfer</h1> <h2 style="text-align: center;">Policies and Procedures</h2>		Document Number:  2P-OPS-09.06
	Department: F2 Logistics Philippines Inc.-Operations	Effective Date: November 20, 2022	Revision No 2

## Scope

This document covers the policies and procedures in identifying LCL cargoes for transfer up to validation of completeness of cargo that was transferred.

## Definition of Terms

LCL – Less Container Load

PWB – Proforma Waybill

## Ownership

The Assistant Operations Manager/Operations Manager/Senior Operations Manager/Operations Head/Assistant Vice President (AVP) – Operations is responsible for ensuring that this document is cascaded to all concerned personnel and that it reflects actual practice.

## Objective

To ensure all LCL cargoes accepted at warehouse are transferred within 2 days after acceptance. Maximum number of days for consolidation is 2 days.


## Policy

Cargoes are only allowed to stay in the warehouse with a maximum of five (5) days if for direct transfer to pier and/or consolidation. In excess of two (2) days will depend on the available schedule acquired from carriers.

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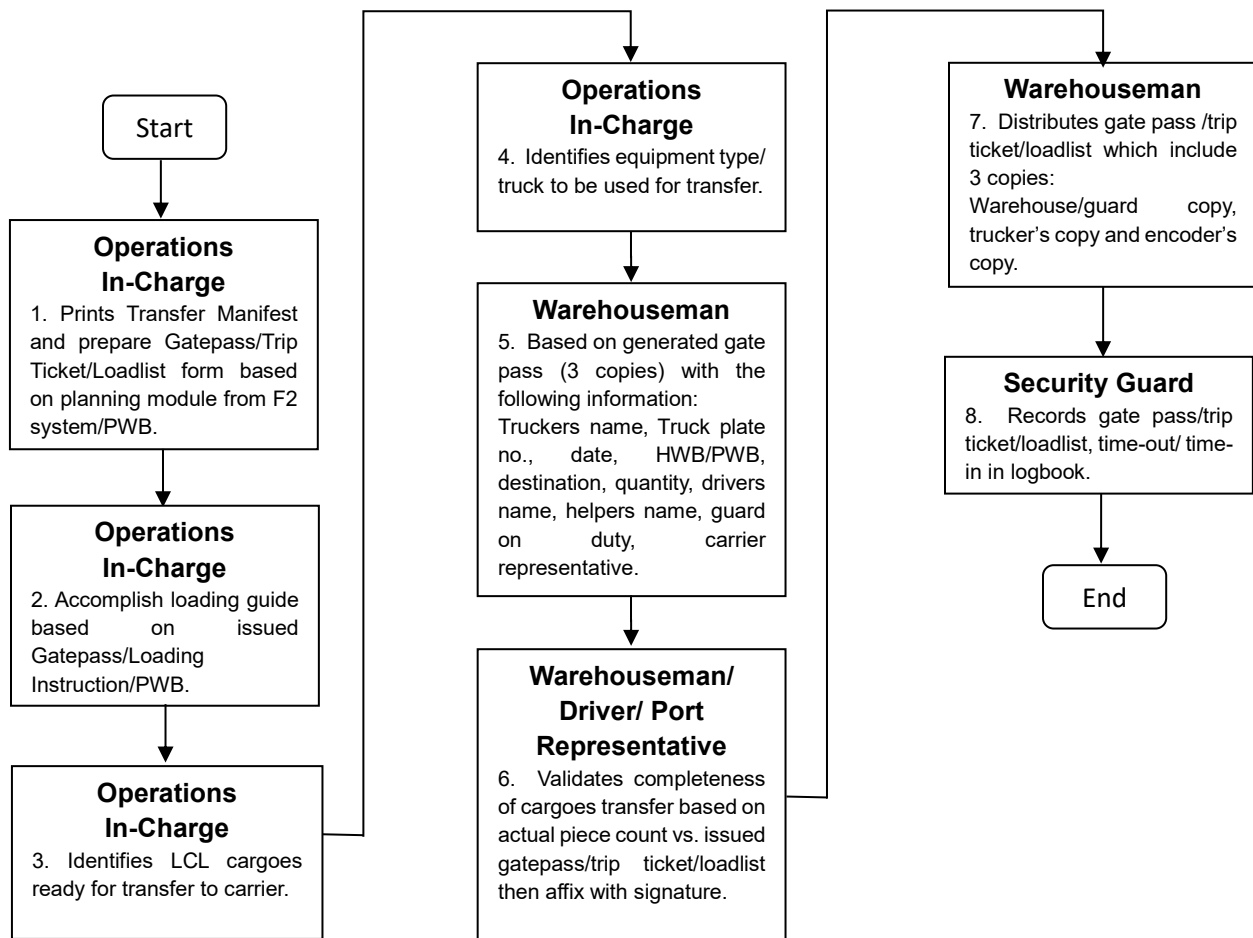
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