

Somon Air

USER MANUAL

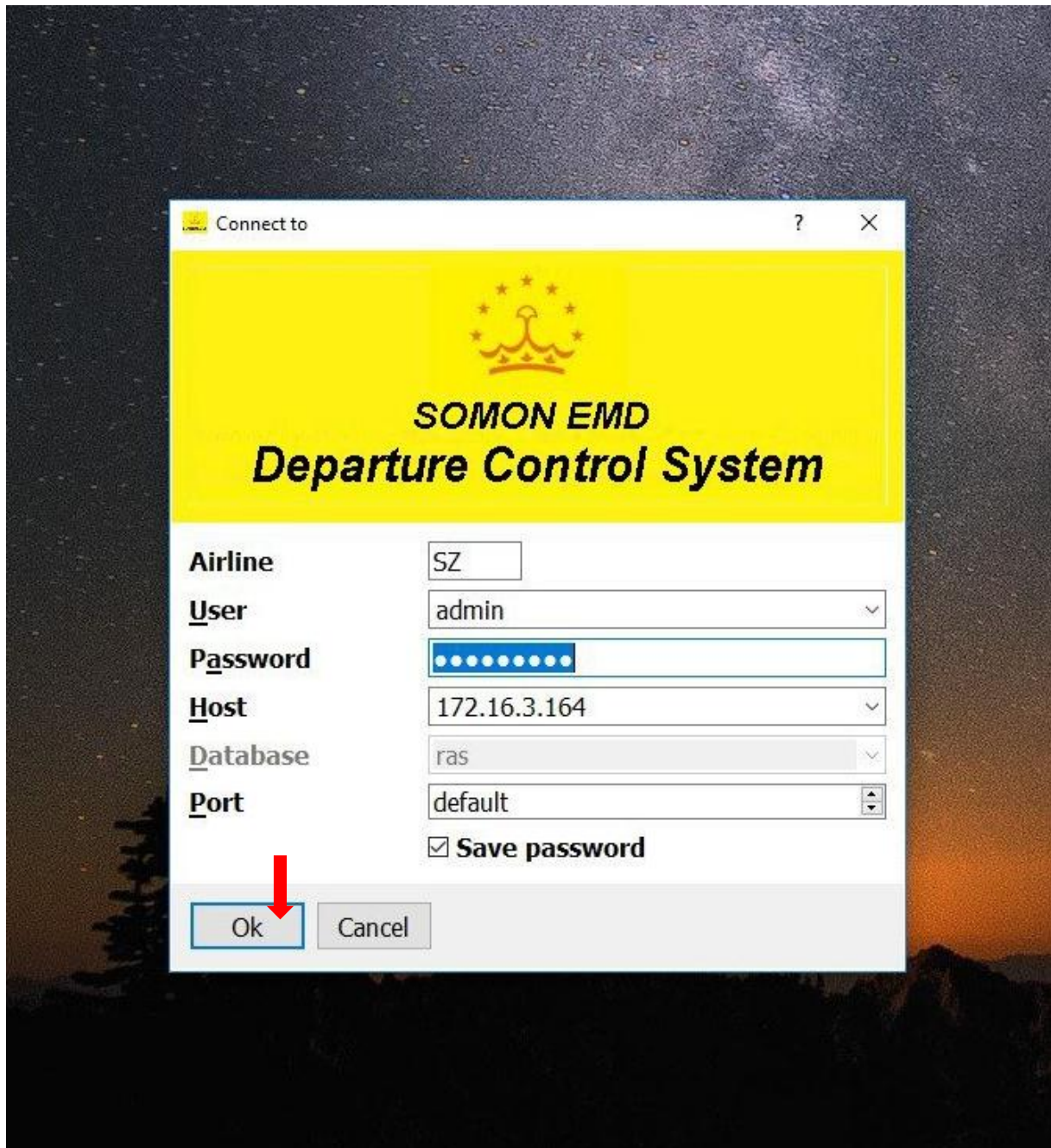
«EMD» MODULE

Ancillary services sale via DCS

Khusein Kurbanov
25.12.2019

1. Login

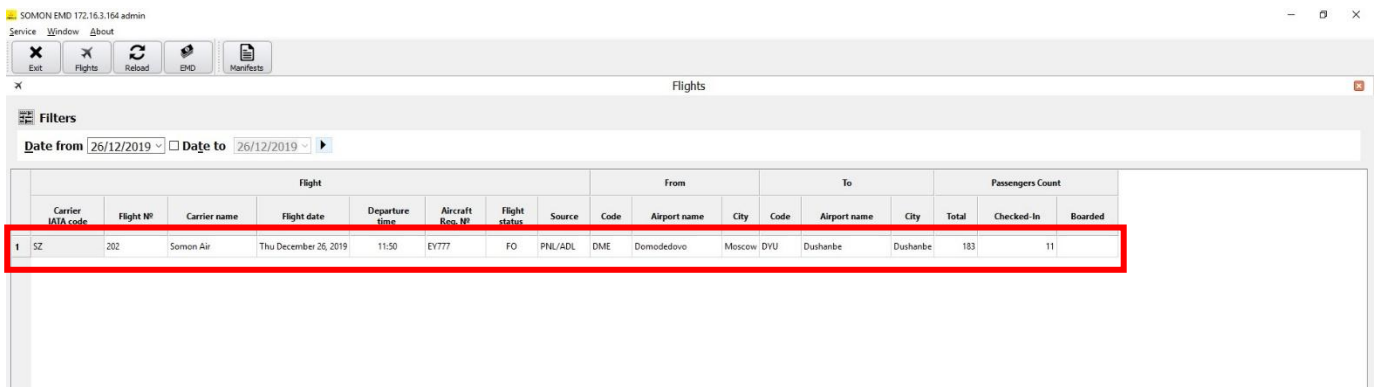
Every user (cashier) will have its own login and password to sign-in in the system:



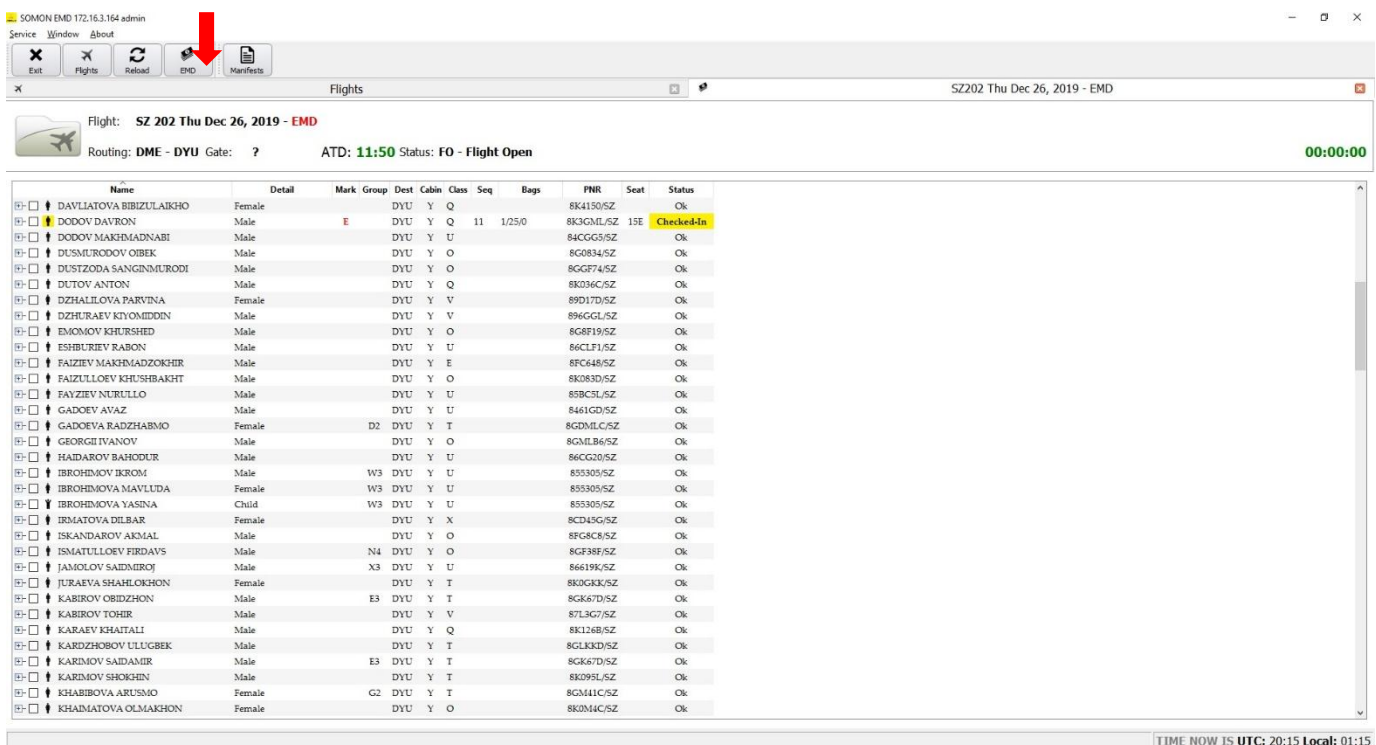
2. Open the tag FLIGHTS to choose the flight with necessity of EMD payment



3. Choose the flight from the list:



4. After choosing the flight, enter the tag EMD, the list of passengers of the flight will be shown:



5. The passengers that have an unpaid ancillary services are marked with the letter E:

Flight: **SZ 202 Thu Dec 26, 2019 - EMD**
 Routing: **DME - DYU** Gate: **?** ATD: **11:50** Status: **FO - Flight Open** **00:00:00**

Name	Detail	Mark	Group	Dest	Cabin	Class	Seq	Bags	PNR	Seat	Status
DAVLATOV DZHUNAI DULLO	Male			DYU	Y	L			89L791/SZ		Ok
DAVLATOVA NIZORAMO	Female		D2	DYU	Y	T			8GDMC/SZ		Ok
DAVLATOV TODZHIDDIN	Male			DYU	Y	O			8GD033/SZ		Ok
DAVLATOVA BIBIZULAIKHO	Female			DYU	Y	Q			8K4150/SZ		Ok
DODOV DAVRON	Male	E		DYU	Y	Q	6	1/25/0	8K3GML/SZ	17F	Ok
DODOV MAKHMADNABI	Male			DYU	Y	U			84CGG5/SZ		Ok
DUSMURODOV OIBEK	Male			DYU	Y	O			8G0834/SZ		Ok
DUSTZODA SANGINMURODI	Male			DYU	Y	O			8GGF74/SZ		Ok
DUTOV ANTON	Male			DYU	Y	Q			8K036C/SZ		Ok
DZHALILOVA PARVINA	Female			DYU	Y	V			89D17D/SZ		Ok
DZHURAEV KIYOMIDDIN	Male			DYU	Y	V			89GGL/SZ		Ok
EMOMOV KHURSHED	Male			DYU	Y	O			8G8F19/SZ		Ok
ESHBURIEV RABON	Male			DYU	Y	U			86CLF1/SZ		Ok
FAIZIEV MAKHMADZOKHIR	Male			DYU	Y	E			8FC648/SZ		Ok
FAIZULLOEV KHUSHBAKHT	Male			DYU	Y	O			8K083D/SZ		Ok
FAYZIEV NURULLO	Male			DYU	Y	U			85BC5L/SZ		Ok
GADOEV AVAZ	Male			DYU	Y	U			8461GD/SZ		Ok
GADOEVA RADZHABMO	Female		D2	DYU	Y	T			8GDMC/SZ		Ok
GEORGII IVANOV	Male			DYU	Y	O			8GMLB6/SZ		Ok
HAIDAROV BAHODUR	Male			DYU	Y	U			86CG20/SZ		Ok

TIME NOW IS UTC: 07:35 Local: 12:35

Click right mouse button to open the content menu and choose the function MANAGE EMD

6. The pop-up window with the description of the unpaid service will be shown.

Flight: **SZ 202 Thu Dec 26, 2019 - EMD**
 Routing: **DME - DYU** Gate: **?** ATD: **11:50** Status: **FO - Flight Open** **00:00:00**

Name	Detail	Mark	Group
DAVLATOV DZHUNAI DULLO	Male		
DAVLATOVA NIZORAMO	Female		D2
DAVLATOV TODZHIDDIN	Male		
DAVLATOVA BIBIZULAIKHO	Female		
DODOV DAVRON	Male	E	
DODOV MAKHMADNABI	Male		
DUSMURODOV OIBEK	Male		
DUSTZODA SANGINMURODI	Male		
DUTOV ANTON	Male		
DZHALILOVA PARVINA	Female		
DZHURAEV KIYOMIDDIN	Male		
EMOMOV KHURSHED	Male		
ESHBURIEV RABON	Male		
FAIZIEV MAKHMADZOKHIR	Male		
FAIZULLOEV KHUSHBAKHT	Male		
FAYZIEV NURULLO	Male		
GADOEV AVAZ	Male		
GADOEVA RADZHABMO	Female		D2
GEORGII IVANOV	Male		
HAIDAROV BAHODUR	Male		

EMD Operations

Flight: SZ202
 Flight date: Thu December 26, 2019
 Name: DODOV/DAVRON
 Ticket No: 4132404000445/1

EMDs List

	EMD	Type	Currency	Service to charge	EMD Reason	Auto create	Charged	Paid	Created by
1	4132000000010	A	EUR	Excess bag	EXCESS BAG CHARGE	Yes	20		admin

Operations List

EMD	Canceled	Cancel date	Cancel reason	Operation	Date	Reason	Amount	Currency	Course	Operation Amount

New operation Cancel operation Cancel all

Print EMD Select printer

TIME NOW IS UTC: 07:35 Local: 12:35

Click NEW OPERATION to start EMD-payment process:

7. Choose payment currency and rate of exchange at the day of payment (currency code will be saved for the further transactions in this session):

Flight: SZ 202 Thu Dec 26, 2019 - EMD
Routing: DME - DYU Gate: ? ATD: 11:50

Name	Detail	Mark	Group
DAVLATOV DZHUNADULLO	Male		
DAVLATOVA NIZORAMO	Female		D2
DAVLATOV TODZHIDDIN	Male		
DAVLATOVA BIBIZULAIKHO	Female		
DODOV DAVRON	Male	E	
DODOV MAKHMADNABI	Male		
DUSMURODOV OIBEK	Male		
DUSTZODA SANGINMURODI	Male		
DUTOV ANTON	Male		
DZHALILOVA PARVINA	Female		
DZHURAEV KIYOMIDDIN	Male		
EMOMOV KHURSHED	Male		
ESHBURIEV RABON	Male		
FAIZIEV MAKHMADZOKHIR	Male		
FAIZULLOEV KHUSHBAKHT	Male		
FAYZIEV NURULLO	Male		
GADOEV AVAZ	Male		
GADOEVA RADZHABMO	Female		D2
GEORGII IVANOV	Male		
HAIDAROV BAHODUR	Male		

New OPERATION

Flight: SZ202
Flight date: Thu December 26, 2019
Name: DODOV/DAVRON
Ticket №: 4132404000445/1

EMD Code: 4132000000010
EMD Type: A
EMD Service: Excess bag
EMD Reason: EXCESS BAG CHARGE
EMD currency: EUR
Charged: 20.00
Already Paid: 0.00

Operation type: Payment
Operation Date: 27.12.2019 10:36
* Operation Reason: 20EUR/5KG/OPCS
Currency to pay: RUB
Amount: 20.00
Operation amount: 0.00
Rate of exchange: 70.0000

Save

After data input save the settings SAVE

8. After saving the settings the operation to release the EMD coupon will start:

Flight: SZ 202 Thu Dec 26, 2019 - EMD
Routing: DME - DYU Gate: ? ATD: 11:50

Name	Detail	Mark	Group
DAVLATOV DZHUNADULLO	Male		
DAVLATOVA NIZORAMO	Female		D2
DAVLATOV TODZHIDDIN	Male		
DAVLATOVA BIBIZULAIKHO	Female		
DODOV DAVRON	Male	P	
DODOV MAKHMADNABI	Male		
DUSMURODOV OIBEK	Male		
DUSTZODA SANGINMURODI	Male		
DUTOV ANTON	Male		
DZHALILOVA PARVINA	Female		
DZHURAEV KIYOMIDDIN	Male		
EMOMOV KHURSHED	Male		
ESHBURIEV RABON	Male		
FAIZIEV MAKHMADZOKHIR	Male		
FAIZULLOEV KHUSHBAKHT	Male		
FAYZIEV NURULLO	Male		
GADOEV AVAZ	Male		
GADOEVA RADZHABMO	Female		D2
GEORGII IVANOV	Male		
HAIDAROV BAHODUR	Male		

EMD Operations

Flight: SZ202
Flight date: Thu December 26, 2019
Name: DODOV/DAVRON
Ticket №: 4132404000445/1

EMD	Type	Currency	Service to charge	EMD Reason	Auto create	Charged	Paid	Created by
1 4132000000010	A	EUR	Excess bag	EXCESS BAG CHARGE	Yes	20	20	admin

EMD	Cancelled	Cancel date	Cancel reason	Operation	Date	Reason	Amount	Curr
1 /A/4132000000010C1	No			Payment	27.12.2019 08:36	20EUR/5KG/OPCS	+20	RU

New operation Cancel operation Cancel all Print EMD Select printer

To print the receipt use the button PRINT EMD to choose a printer (to choose receipt printer press SELECT PRINTER, it is configured only once)

9. An example of a printed EMD:

SOMON AIR ELECTRONIC MISCELLANEOUS DOCUMENT RECEIPT				
DATE OF ISSUE: 27.12.2019 10:36				
NAME: DODOV/DAVRON				
OPERATION: PAYMENT				
SERVICE: EXCESS BAG 20EUR/5KG/0PCS				
PAID BEFORE: 0EUR				
DOC		FOR	SUM	
/A/413200000010C1		EXCESS BAG	20EUR	
ALN	FLT	DATE	SEAT	CL
SZ	202	26DEC	17F	Y
DEPARTING: DME Domodedovo				
ARRIVING: DYU Dushanbe				
E-TICKET: 4132404000445/1				
FORM OF PAYMENT CASH				
TOTAL 1400RUB				
AGENT: admin				

10. After payment and release of EMD the marking of a passenger changes to P:

SOMON EMD 172.163.164 admin

Service Window About

Exit Flights Reload EMD Manifests

Flights SZ202 Thu Dec 26, 2019 - EMD

Flight: SZ 202 Thu Dec 26, 2019 - EMD

Routing: DME - DYU Gate: ? ATD: 11:50 Status: FO - Flight Open 00:00:00

Name	Detail	Mark	Group	Dest	Cabin	Class	Seq	Bags	PNR	Seat	Status
DAVLATOV DZHUNAI DULLO	Male			DYU	Y	L			89L791/SZ		Ok
DAVLATOVA NIZORAMO	Female			D2	DYU	Y	T		8GDMLC/SZ		Ok
DAVLATOV TODZHIDDIN	Male			DYU	Y	O			8GD033/SZ		Ok
DAVLATOVA BIBIZULA IKHO	Female			DYU	Y	Q			8K4150/SZ		Ok
DODOV DAVRON	Male	P		DYU	Y	Q	6	1/25/0	8K3GML/SZ	17F	Checked-In
DODOV MAKHMADNABI	Male			DYU	Y	U			84CGG5/SZ		Ok
DUSMURODOV OIBEK	Male			DYU	Y	O			8G0834/SZ		Ok
DUSTOZOV SANGINMUROD	Male			DYU	Y	O			8CG571/SZ		Ok

11. If a passenger that has already paid an EMD orders an additional ancillary service, the system marks it with the letter E as it is written in section 5:

SOMON EMD 172.163.164 admin

Service Window About

Exit Flights Reload EMD Manifests

Flights SZ202 Thu Dec 26, 2019 - EMD

Flight: **SZ 202 Thu Dec 26, 2019 - EMD**

Routing: **DME - DYU** Gate: ? ATD: **11:50** Status: **FO - Flight Open** **00:00:00**

Name	Detail	Mark	Group	Dest	Cabin	Class	Seq	Bags	PNR	Seat	Status
DAVLATOV DZHUNDAIDULLO	Male			DYU	Y	L			89L791/SZ		Ok
DAVLATOVA NIZORAMO	Female		D2	DYU	Y	T			8GDMLC/SZ		Ok
DAVLATOV TODZHIDDIN	Male			DYU	Y	O			8GD033/SZ		Ok
DAVLATOVA BIBIZULAIKHO	Female			DYU	Y	Q			8K4150/SZ		Ok
DODOV DAVRON	Male	E		DYU	Y	Q	6	2/30/0	8K3GML/SZ	17F	Checked-In
DODOV MAKHMADNABI	Male			DYU	Y	U			84CGG5/SZ		Ok
DUSMURODOV OIBEK	Male			DYU	Y	O			8G0834/SZ		Ok
DUSTZODA SANGINMURODI	Male			DYU	Y	O			8GGF74/SZ		Ok
DUTOV ANTON	Male			DYU	Y	O			8K036C/SZ		Ok

12. The new ordered service is saved under the existing EMD number but with a new coupon:

SOMON EMD 172.163.164 admin

Service Window About

Exit Flights Reload EMD Manifests

Flights SZ202 Thu Dec 26, 2019 - EMD

Flight: **SZ 202 Thu Dec 26, 2019 - EMD**

Routing: **DME - DYU** Gate: ? ATD: 11:50

Name	Detail	Mark
DAVLATOV DZHUNDAIDULLO	Male	
DAVLATOVA NIZORAMO	Female	
DAVLATOV TODZHIDDIN	Male	
DAVLATOVA BIBIZULAIKHO	Female	
DODOV DAVRON	Male	E
DODOV MAKHMADNABI	Male	
DUSMURODOV OIBEK	Male	
DUSTZODA SANGINMURODI	Male	
DUTOV ANTON	Male	
DZHALILOVA PARVINA	Female	
DZHURAEV KIYOMIDDIN	Male	
EMOMOV KHURSHED	Male	
ESHBURIEV RABON	Male	
FAIZIEV MAKHMADZOKHIR	Male	
FAIZULLOEV KHUSHBAKHT	Male	
FAYZIEV NURULLO	Male	
GADOEV AVAZ	Male	
GADOEVA RADZHABMO	Female	
GEORGII IVANOV	Male	
HAIDAROV BAHODUR	Male	

EMD Operations

New OPERATION

Flight: SZ202

Flight date: Thu December 26, 2019

Name: DODOV DAVRON

Ticket №: 4132404000445/1

EMD

EMD Code: 4132000000010

EMD Type: A

EMD Service: Excess bag

EMD Reason: EXCESS BAG CHARGE

EMD currency: RUB

Charged: 40.00

Already Paid: 20.00

Operation

Operation type: Payment

Operation Date: 27.12.2019 10:38

* Operation Reason: 40EUR/10KG/OPCS

Currency to pay: RUB

Amount: 20.00

Operation amount: 1400.00

Rate of exchange: 70.0000

Save

With an indication to a paid and new payment for an additional service.

13. In OPERATION LIST a new EMD coupon will be shown for an additional service:

Flight: **SZ 202 Thu Dec 26, 2019 - EMD**
Routing: **DME - DYU** Gate: ? ATD: **11:50**

Name	Detail	Mark	Group
DAVLATOV DZHUNADULLO	Male		
DAVLATOVA NIZORAMO	Female		D2
DAVLATOV TODZHIDDIN	Male		
DAVLATOVA BIBIZULAIKHO	Female		
DODOV DAVRON	Male	P	
DODOV MAKHMADNABI	Male		
DUSMURODOV OIBEK	Male		
DUSTZODA SANGINMURODI	Male		
DUTOV ANTON	Male		
DZHALILOVA PARVINA	Female		
DZHURAEV KIYOMIDDIN	Male		
EMOMOV KHURSHED	Male		
ESHBURIEV RABON	Male		
FAIZIEV MAKHMADZOKHIR	Male		
FAIZULLOEV KHUSHBAKHT	Male		
FAYZIEV NURULLO	Male		
GADOEV AVAZ	Male		
GADOEVA RADZHABMO	Female		D2
GEORGII IVANOV	Male		
HAIDAROV BAHODUR	Male		

EMD Operations

Flight: SZ202
Flight date: Thu December 26, 2019
Name: DODOV/DAVRON
Ticket №: 4132404000445/1

EMDs List

EMD	Type	Currency	Service to charge	EMD Reason	Auto create	Charged	Paid	Created by
1 4132000000010	A	EUR	Excess bag	EXCESS BAG CHARGE	Yes	40	40	admin

Operations List

EMD	Canceled	Cancel date	Cancel reason	Operation	Date	Reason	Amount	Currency	Course
1 /A/4132000000010C1	No			Payment	27.12.2019 08:36	20EUR/5KG/0PCS	+20	RUB	70
2 /A/4132000000010C2	No			Payment	27.12.2019 08:38	40EUR/10KG/0PCS	+20	RUB	70

New operation Cancel operation Cancel all Print EMD Select printer

Further actions are similar to 8-9

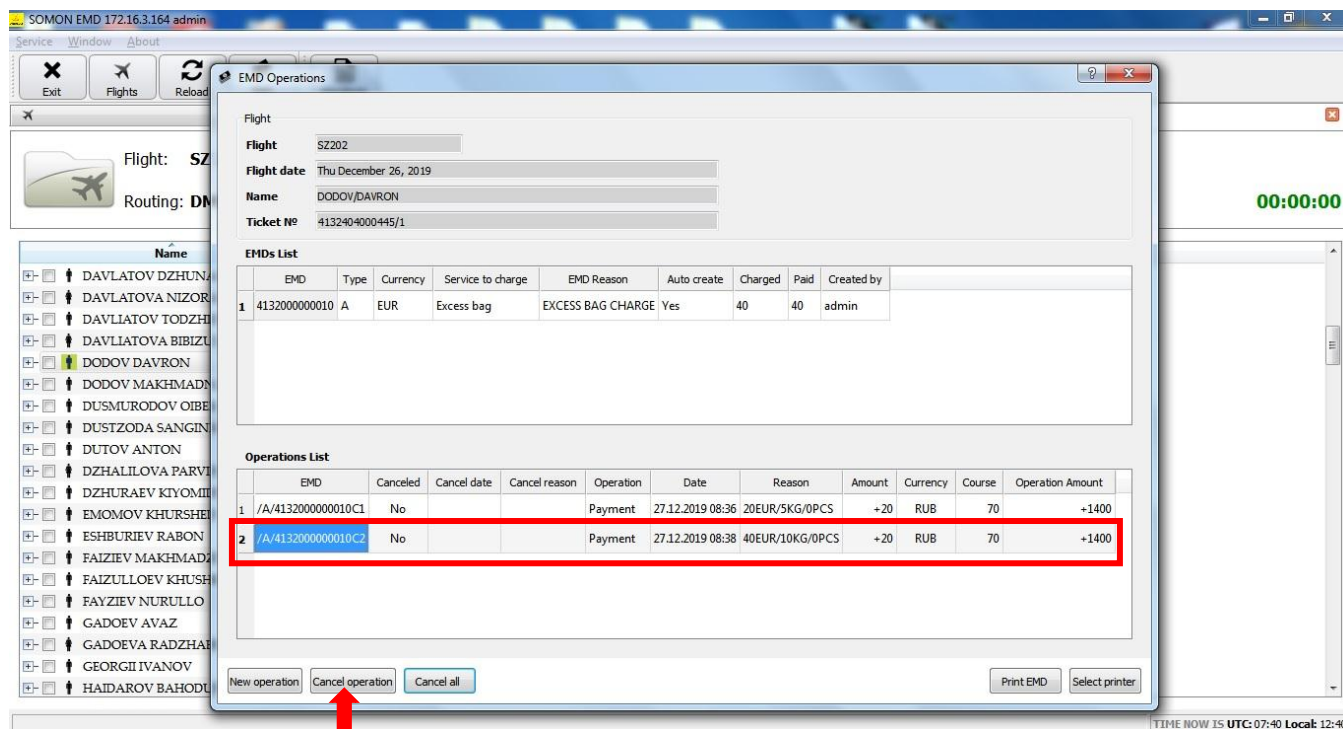
14. Annulation of EMD. Find the passenger that needs to annul an EMD.

Flight: **SZ 202 Thu Dec 26, 2019 - EMD**
Routing: **DME - DYU** Gate: ? ATD: **11:50** Status: **FO - Flight Open** **00:00:00**

Name	Detail	Mark	Group	Dest	Cabin	Class	Seq	Bags	PNR	Seat	Status
DAVLATOV DZHUNADULLO	Male			DYU	Y	L			89L791/SZ		Ok
DAVLATOVA NIZORAMO	Female		D2	DYU	Y	T			8GDMLC/SZ		Ok
DAVLATOV TODZHIDDIN	Male			DYU	Y	O			8GD033/SZ		Ok
DAVLATOVA BIBIZULAIKHO	Female			DYU	Y	Q			8K4150/SZ		Ok
DODOV DAVRON	Male	P		DYU	Y	Q	6	2/30/0	8K3GMLC7-17E		Checked In
DODOV MAKHMADNABI	Male			DYU	Y	U			84CGG5/SZ		Ok
DUSMURODOV OIBEK	Male			DYU	Y	O			8G0834/SZ		Ok
DUSTZODA SANGINMURODI	Male			DYU	Y	O			8GGF74/SZ		Ok
DUTOV ANTON	Male			DYU	Y	Q			8K036C/SZ		Ok
DZHALILOVA PARVINA	Female			DYU	Y	V			89D17D/SZ		Ok
DZHURAEV KIYOMIDDIN	Male			DYU	Y	V			896GGL/SZ		Ok
EMOMOV KHURSHED	Male			DYU	Y	O			8G8F19/SZ		Ok
ESHBURIEV RABON	Male			DYU	Y	U			86CLF1/SZ		Ok
FAIZIEV MAKHMADZOKHIR	Male			DYU	Y	E			8FC648/SZ		Ok
FAIZULLOEV KHUSHBAKHT	Male			DYU	Y	O			8K083D/SZ		Ok
FAYZIEV NURULLO	Male			DYU	Y	U			85BC5L/SZ		Ok
GADOEV AVAZ	Male			DYU	Y	U			8461GD/SZ		Ok
GADOEVA RADZHABMO	Female		D2	DYU	Y	T			8GDMLC/SZ		Ok
GEORGII IVANOV	Male			DYU	Y	O			8GMLB6/SZ		Ok
HAIDAROV BAHODUR	Male			DYU	Y	U			86CG20/SZ		Ok

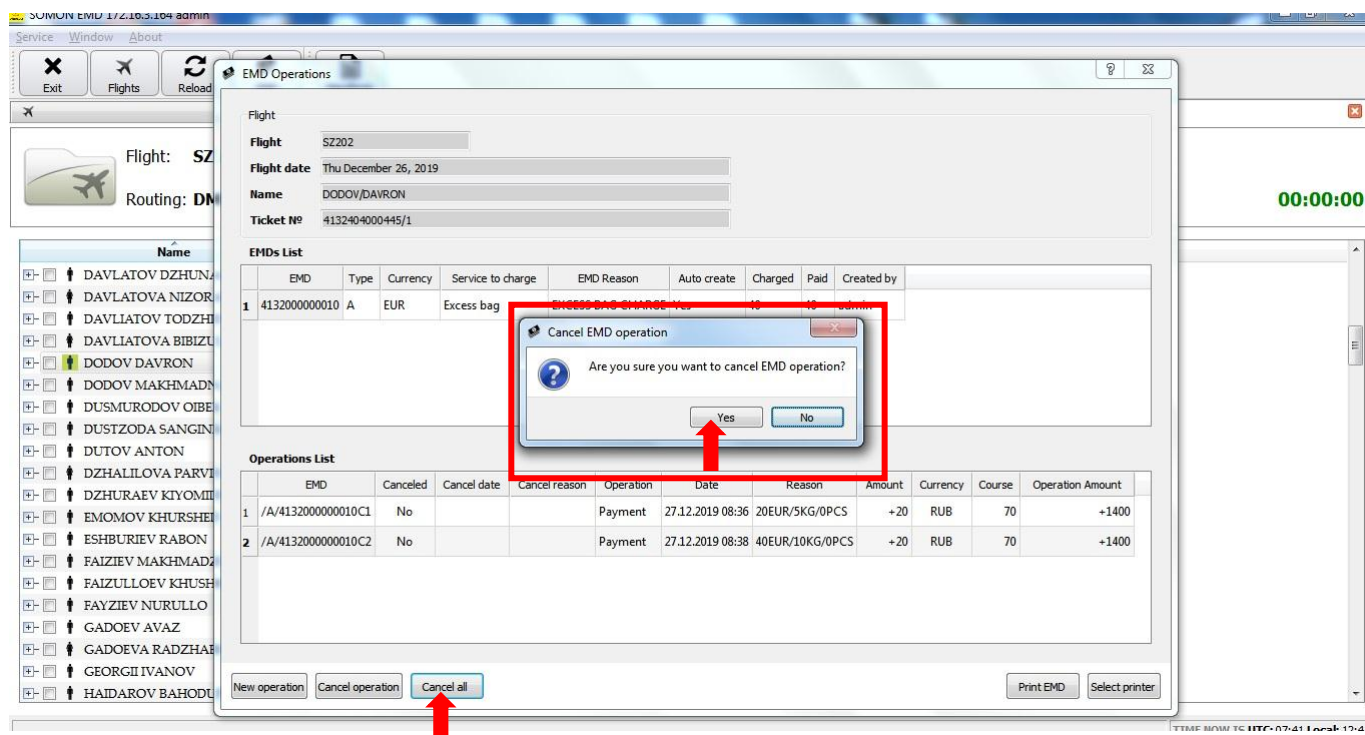
Right mouse click will open the content menu **MANAGE EMD**

15. In OPERATION LIST choose a coupon to annul:



To annul one coupon click CANCEL OPERATION

16. Confirm the operation to annul an EMD coupon:



To annul all EMD coupons click CANCEL ALL

17. A commentary to annulation of an EMD coupon:

Flight: SZ202
Flight date: Thu December 26, 2019
Name: DODOV/DAVRON
Ticket №: 4132404000445/1

EMD	Type	Currency	Service to charge	EMD Reason	Auto create	Charged	Paid	Created by	
1	4132000000010	A	EUR	Excess bag	EXCESS BAG CHARGE	Yes	40	40	admin

Operations List

EMD	Canceled	Cancel date	Cancel reason	Operation	Date	Reason	Amount	Currency	Course	Operation Amount
1	/A/4132000000010C1	No		Payment	27.12.2019 08:36	20EUR/5KG/OPCS	+20	RUB	70	+1400
2	/A/4132000000010C2	No		Payment	27.12.2019 08:38	40EUR/10KG/OPCS	+20	RUB	70	+1400

TIME NOW IS UTC: 07:41 Local: 12:41

18. Marking ACTIVE and ANNULED EMD-coupons:

Flight: SZ202
Flight date: Thu December 26, 2019
Name: DODOV/DAVRON
Ticket №: 4132404000445/1

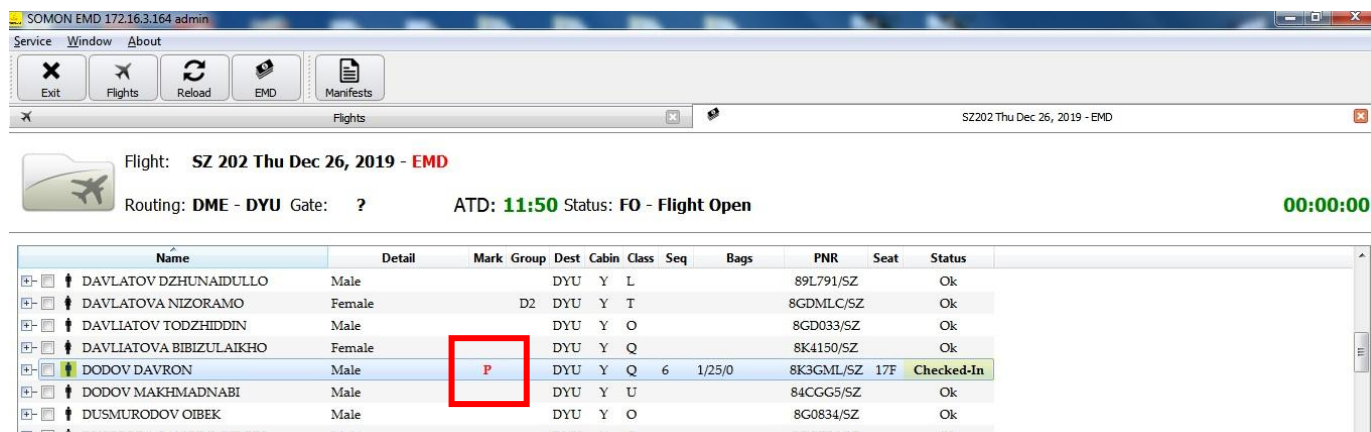
EMD	Type	Currency	Service to charge	EMD Reason	Auto create	Charged	Paid	Created by	
1	4132000000010	A	EUR	Excess bag	EXCESS BAG CHARGE	Yes	40	20	admin

Operations List

EMD	Canceled	Cancel date	Cancel reason	Operation	Date	Reason	Amount	Currency	Course	Operation Amount	
1	/A/4132000000010C1	No		Payment	27.12.2019 08:36	20EUR/5KG/OPCS	+20	RUB	70	+1400	
2	/A/4132000000010C2	Yes	7.12.2019 10:41	Orkas	Payment	27.12.2019 08:38	40EUR/10KG/OPCS	+20	RUB	70	+1400

TIME NOW IS UTC: 07:41 Local: 12:41

19. After EMD coupon annulation, the passenger is marked with the letter E (the service is ordered but not paid) and returns to a check-in counter to annul the additional services. After the annulation the passenger is marked with F:

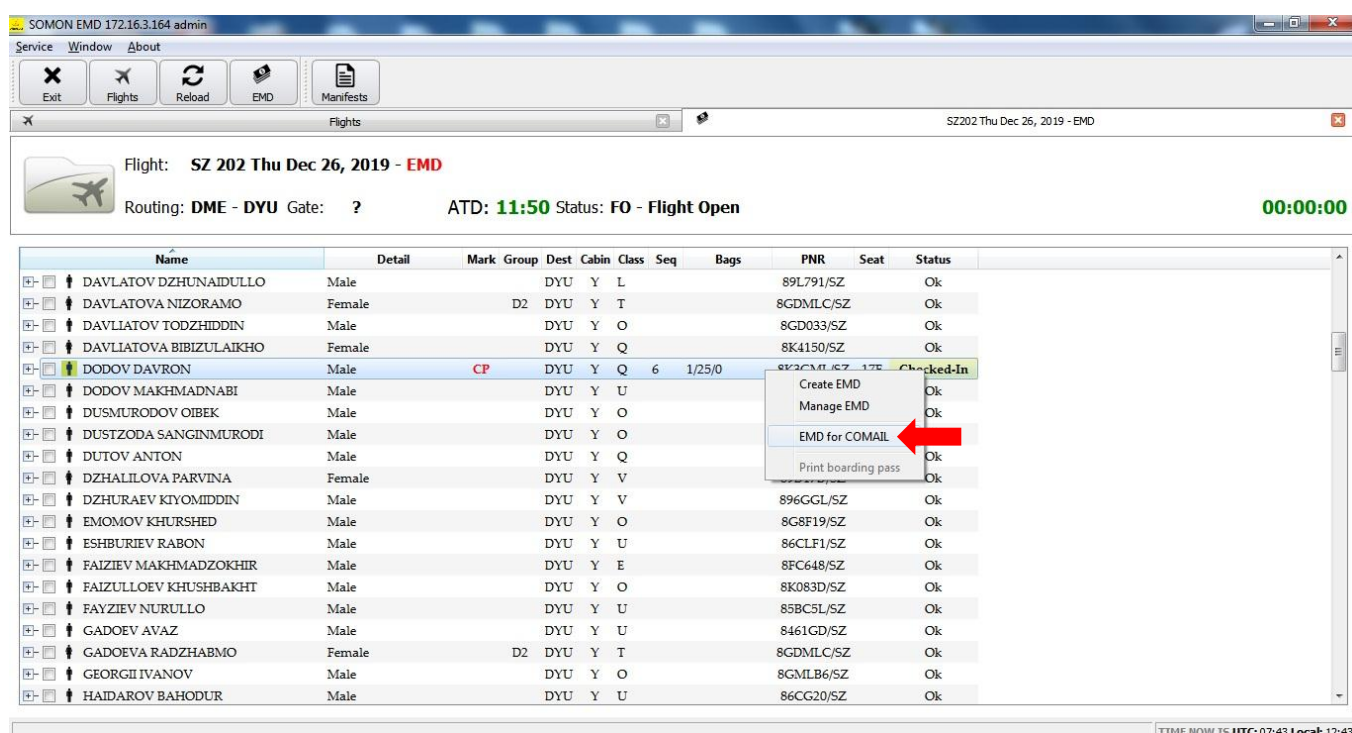


Flight: **SZ 202 Thu Dec 26, 2019 - EMD**

Routing: **DME - DYU** Gate: ? ATD: **11:50** Status: **FO - Flight Open** 00:00:00

Name	Detail	Mark	Group	Dest	Cabin	Class	Seq	Bags	PNR	Seat	Status
DAVLATOV DZHUNAI DULLO	Male			DYU	Y	L			89L791/SZ		Ok
DAVLATOVA NIZORAMO	Female		D2	DYU	Y	T			8GDMLC/SZ		Ok
DAVLATOV TODZHIDDIN	Male			DYU	Y	O			8GD033/SZ		Ok
DAVLATOVA BIBIZULAIKHO	Female			DYU	Y	Q			8K4150/SZ		Ok
DODOV DAVRON	Male	P		DYU	Y	Q	6	1/25/0	8K3GML/SZ	17F	Checked-In
DODOV MAKHMADNABI	Male			DYU	Y	U			84CGG5/SZ		Ok
DUSMURODOV OIBEK	Male			DYU	Y	O			8G0834/SZ		Ok
DUSTZODA SANGINMURODI	Male			DYU	Y	O			8GCE71/SZ		Ok

20. EMD issue for COMAIL:



Flight: **SZ 202 Thu Dec 26, 2019 - EMD**

Routing: **DME - DYU** Gate: ? ATD: **11:50** Status: **FO - Flight Open** 00:00:00

Name	Detail	Mark	Group	Dest	Cabin	Class	Seq	Bags	PNR	Seat	Status
DAVLATOV DZHUNAI DULLO	Male			DYU	Y	L			89L791/SZ		Ok
DAVLATOVA NIZORAMO	Female		D2	DYU	Y	T			8GDMLC/SZ		Ok
DAVLATOV TODZHIDDIN	Male			DYU	Y	O			8GD033/SZ		Ok
DAVLATOVA BIBIZULAIKHO	Female			DYU	Y	Q			8K4150/SZ		Ok
DODOV DAVRON	Male	CP		DYU	Y	Q	6	1/25/0	8K3GML/SZ	17F	Checked-In
DODOV MAKHMADNABI	Male			DYU	Y	U			84CGG5/SZ		Ok
DUSMURODOV OIBEK	Male			DYU	Y	O			8G0834/SZ		Ok
DUSTZODA SANGINMURODI	Male			DYU	Y	O			8GCE71/SZ		Ok
DUTOV ANTON	Male			DYU	Y	Q			8GCE71/SZ		Ok
DZHALILOVA PARVINA	Female			DYU	Y	V			8GCE71/SZ		Ok
DZHURAEV KIYOMIDDIN	Male			DYU	Y	V			896GGL/SZ		Ok
EMOMOV KHURSHED	Male			DYU	Y	O			8G8F19/SZ		Ok
ESHBURIEV RABON	Male			DYU	Y	U			86CLF1/SZ		Ok
FAIZIEV MAKHMADZOKHIR	Male			DYU	Y	E			8FC648/SZ		Ok
FAIZULLOEV KHUSHBAKHT	Male			DYU	Y	O			8K083D/SZ		Ok
FAYZIEV NURULLO	Male			DYU	Y	U			85BC5L/SZ		Ok
GADOEV AVAZ	Male			DYU	Y	U			8461GD/SZ		Ok
GADOEVA RADZHABMO	Female		D2	DYU	Y	T			8GDMLC/SZ		Ok
GEORGII IVANOV	Male			DYU	Y	O			8GMLB6/SZ		Ok
HAIDAROV BAHODUR	Male			DYU	Y	U			86CG20/SZ		Ok

Find a passenger marked with C (company mail). Right mouse click will open the content menu, choose EMD for COMAIL

21. In the pop-up window all COMAIL registered for the current flight are shown:

The screenshot shows the SOMON EMD 172.16.3.164 admin interface. The main window displays flight information for "SZ 202 Thu Dec 26, 2019 - EMD". A pop-up window titled "COMAIL EMD Operations" is open, showing a list of passengers and their associated EMD operations. The "New operation" button is highlighted with a red arrow.

Flight: SZ 202 Thu Dec 26, 2019 - EMD

Routing: D... (partially obscured)

Passenger List:

- DAVLATOV DZHUR
- DAVLATOVA NIZO
- DAVLATOV TODZ
- DAVLATOVA BIBI
- DODOV DAVRON
- DODOV MAKHMA
- DUSMURODOV OI
- DUSTZODA SANG
- DUTOV ANTON
- DZHALILOVA PAR
- DZHURAEV KIYO
- EMOMOV KHURSH
- ESHBURIEV RABO
- FAIZIEV MAKHMA
- FAIZULLOEV KHU
- FAYZIEV NURULL
- GADDOEV AVAZ
- GADDOVA RADZH
- GEORGII IVANOV
- HAIDAROV BAHODUR

COMAIL EMD Operations Window:

Flight: SZ202

Flight date: Thu December 26, 2019

EMD Code: 4132000000002

EMD currency: EUR

Charged: 173.00

Paid: 23.00

Operations List:

EMD	Canceled	Cancel date	Cancel reason	Operation	Date	Reason	Amount	Currency	Course	Operation Amount
1 /A/4132000000002C1	No			Payment	26.12.2019 06:42	23EUR/23KG/1PCS	+23	RUB	70	+1610

Buttons: New operation, Cancel operation, Cancel all, Print EMD, Select printer

22. Click NEW OPERATION and all COMAILs are accumulated in one EMD

The screenshot shows the SOMON EMD 172.16.3.164 admin interface. The main window displays flight information for "SZ 202 Thu Dec 26, 2019 - EMD". A pop-up window titled "New OPERATION" is open, showing a form for creating a new operation. The "Save" button is highlighted with a red arrow.

Flight: SZ 202 Thu Dec 26, 2019 - EMD

Routing: D... (partially obscured)

Passenger List:

- DAVLATOV DZHUR
- DAVLATOVA NIZO
- DAVLATOV TODZ
- DAVLATOVA BIBI
- DODOV DAVRON
- DODOV MAKHMA
- DUSMURODOV OI
- DUSTZODA SANG
- DUTOV ANTON
- DZHALILOVA PAR
- DZHURAEV KIYO
- EMOMOV KHURSH
- ESHBURIEV RABO
- FAIZIEV MAKHMA
- FAIZULLOEV KHU
- FAYZIEV NURULL
- GADDOEV AVAZ
- GADDOVA RADZH
- GEORGII IVANOV
- HAIDAROV BAHODUR

New OPERATION Window:

Flight: SZ202

Flight date: Thu December 26, 2019

Name: COMAIL

Ticket №: (empty)

EMD Code: 4132000000002

EMD Type: A

EMD Service: Comail

EMD Reason: COMAIL CHARGE

EMD currency: EUR

Charged: 173.00

Already Paid: 23.00

Operation type: Payment

Operation Date: 27.12.2019 10:44

Operation Reason: 173EUR/173KG/3PCS

Currency to pay: RUB

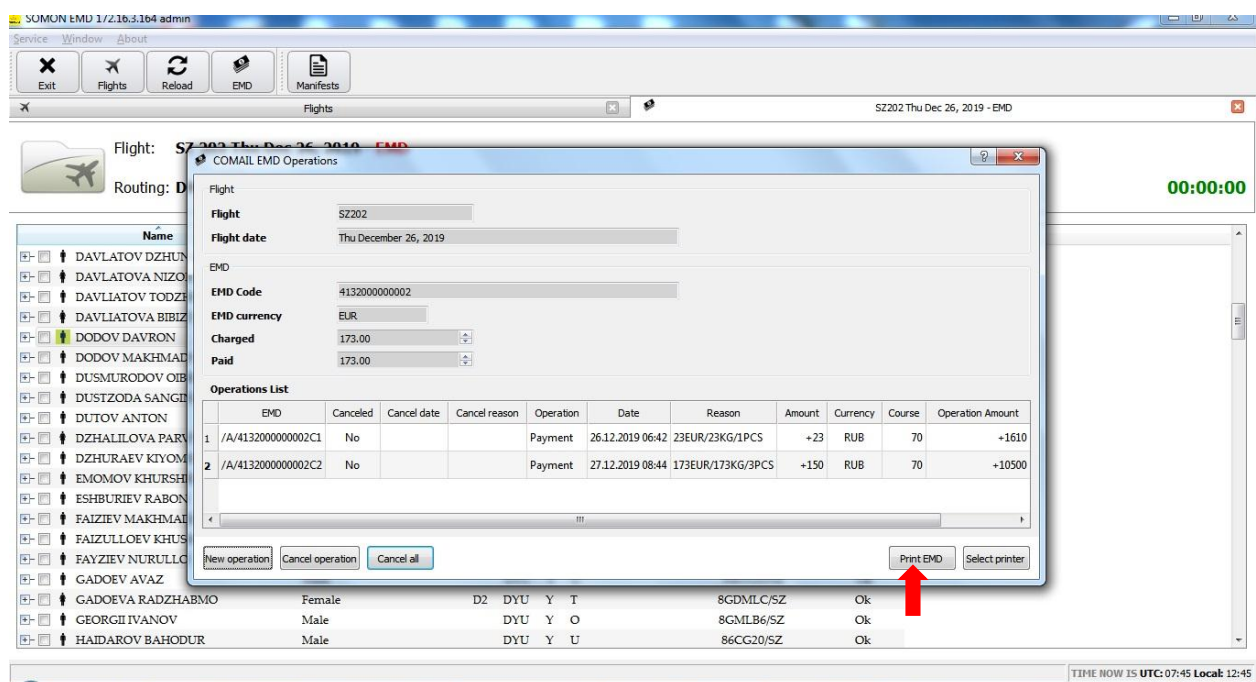
Amount: 150.00

Rate of exchange: 70.0000

Operation amount: 10500.00

Buttons: New operation, Cancel operation, Save

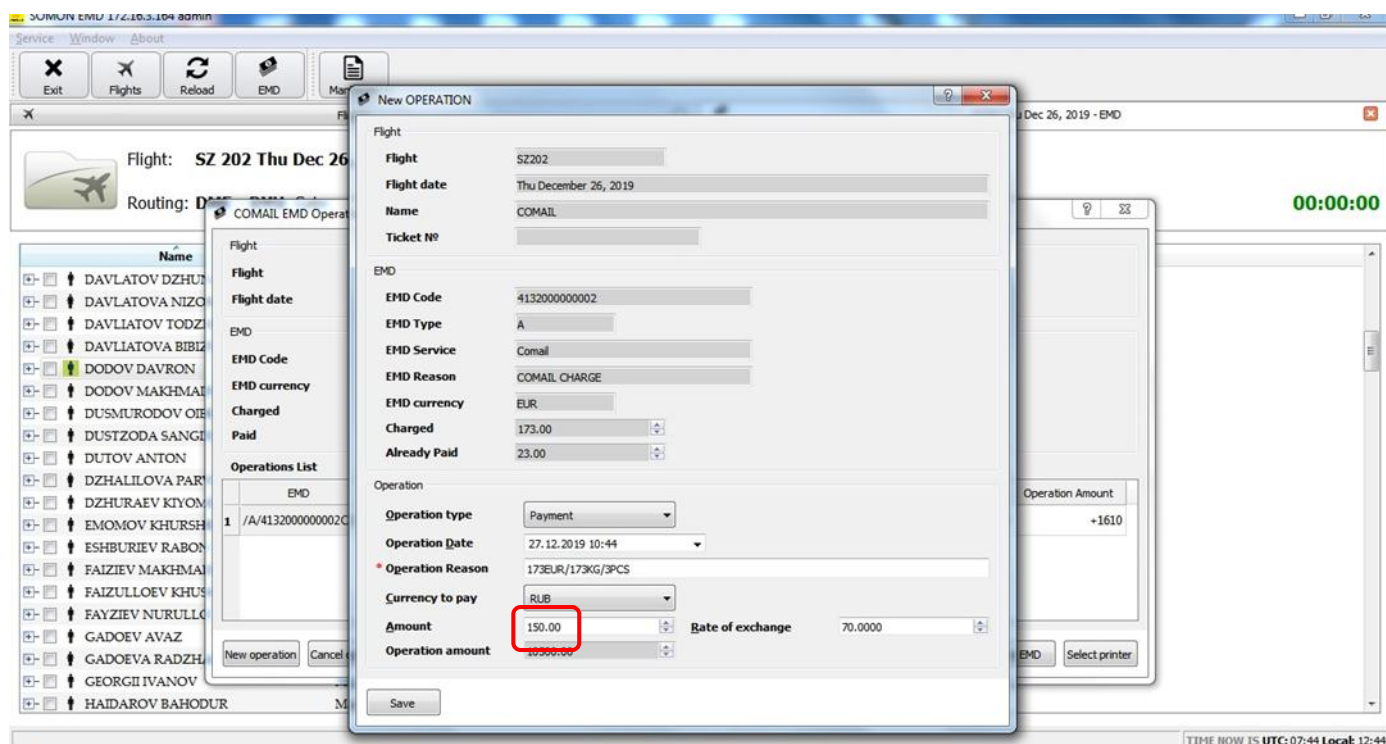
Save the settings SAVE



Print the receipt Print EMD

23. Changing the paid amount for COMAIL

If total amount of COMAIL changes, a new amount has to be entered manually.



In the tag Amount enter a new value in EURO, the system will automatically calculate in the paid currency.

After save the settings SAVE and print EMD – Print EMD as it is written in 22.