

The background of the slide is a golden-yellow color with a dense, repeating pattern of various currency symbols (dollar, euro, yen, pound) in a 3D, embossed style. The symbols are arranged in a way that they appear to be floating or overlapping, creating a textured, metallic effect.

User Manual for Top Up PD Payment in PCS



Steps for making payment in PCS :: Top Up PD

- Login to PCS account
- Navigate to Payment module
- Select Top UP option
- Enter the payment details
- Select Bank
- Download the payment confirmation receipt
- Payment Verification steps

Visit www.indianpcs.gov.in [using IE browser] & enter the username & password.

The screenshot shows the Indian Port Community System (IPCS) website. The browser address bar displays https://www.indianpcs.gov.in/ipacpsweb/c/portal/layout?p_l_id=1. The website header includes the Indian Ports Association logo and the text "Indian Port Community System". A banner image of a cargo ship is visible with the text "What major ports anchor on". Below the banner, a navigation bar contains "Home | Login" and a welcome message: "Welcome to Port Community System You may also call +91-9910716769 for PCS Support related enquiries." The main content area is divided into several sections:

- My Account:** Includes fields for "User Name" (containing "ttsa01") and "Password" (masked with dots), a "Login" button, and a link for "Forgot Password?".
- StakeHolder:** Contains a link for "Stake Holder Registration".
- DashBoard:** Contains a link for "DashBoard" and a note: "Note: Dashboard is accessible for authorized users only [Port Officers, Port Chairman, IPA and Ministry of Shipping]."
- About IPA:** Provides information about the Indian Ports Association, stating it was conceived in 1966 and functions under the regulatory control of the Ministry of Shipping, Road Transport & Highways, Govt of India. A "Read More" link is present.
- About PCS:** Describes the Port Community System (PCS) as a centralized hub for electronic flow of trade-related documents and information. A "Read More" link is present.
- Vessels At Ports:** Includes links for "Call Status", "Berth Status", "Departure Status", and "Daily Position".
- Help Desk:** Displays contact information, including an email address "support.ipcs@nic.in" and a link for "Frequently Asked Questions (FAQ)".
- PCS Documents:** Lists categories such as "PCS Messages", "VESSEL", "CARGO", "CUSTOMS", "DIRECTORIES", and "TRANSPORT".

Click on “Launch IPAPCS Web”

Home | [Change Password](#) | [My Account](#) | [Logout](#)



 **Port** Community System

Welcome ! A A

Indian Port Community System

[Launch IPAPCS Web](#)

PCS Documents

- [ACKMSG Schemas](#)
- [PCSCCommon Schemas](#)
- [Daily Transaction Summary](#)
- [PCS Msq Cancellation Ack Error Processes](#)

On the left hand side, go to Payment menu & select Top Up PD

The screenshot displays a software interface with a navigation menu on the left and a main content area. The navigation menu includes the following items:

- Vessel
- Container
- Finance
- Transport
- Cargo
- Upload
- VCN Link
- Payment** (highlighted)

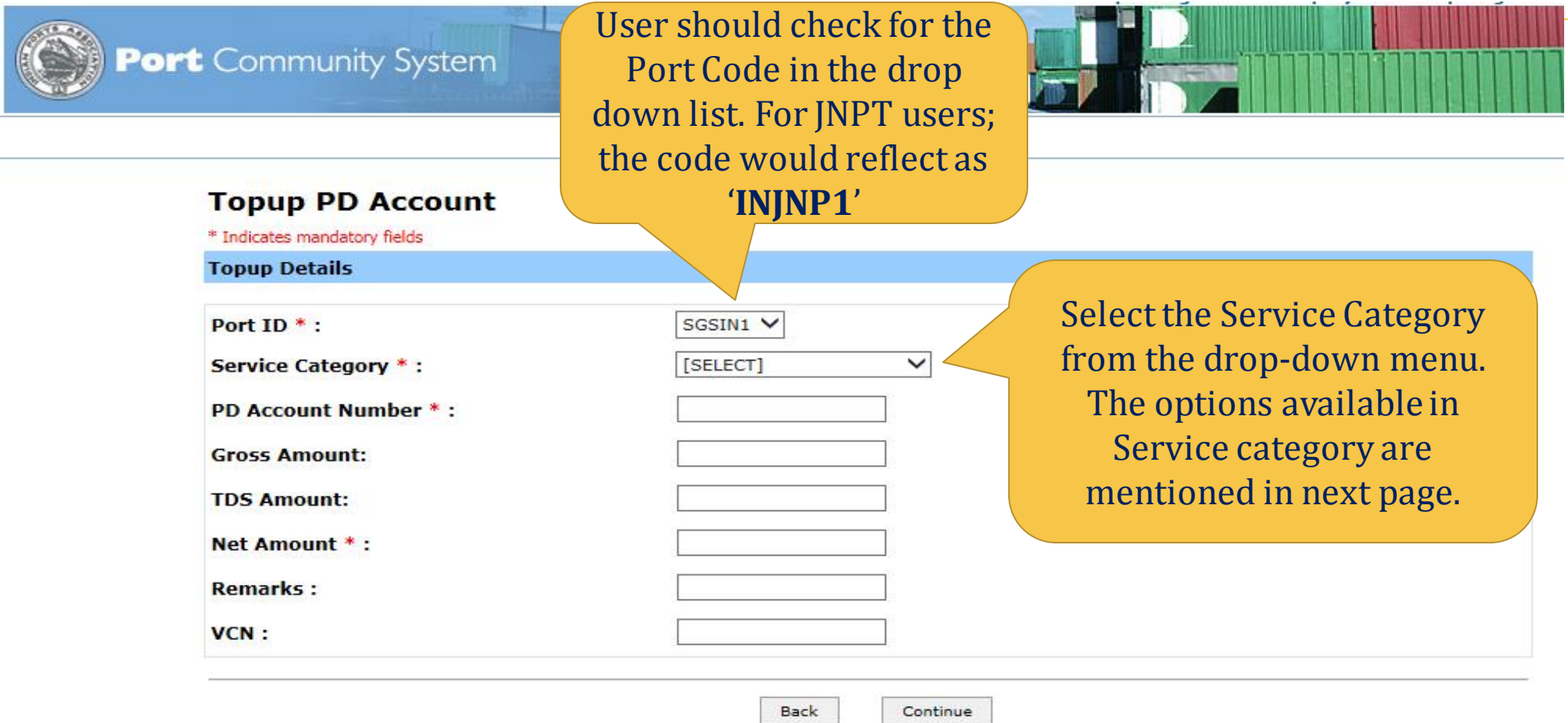
The Payment menu is expanded, showing the following options:

- Make Payment
- Top Up PD** (highlighted)
- Verify Payment
- Search Transactions

The main content area features five tabs: **Vessel Module**, **Container Module**, **Cargo Module**, **Transport Module**, and **Finance Module**. The Vessel Module is active, displaying the following sections:

- Vessel Profile(VESPRO):** In PCS, the new vessel registration will be done centrally. Shipping Lines will not be required to file the application to individual Ports. Shipping lines can update the profile of the vessel. PCS will forward the vessel profile message to the ports. The ports will also be able to download the message from the PCS.
- Vessel Registration (VINF):** The Shipping Agent (SA) will be filing a request to the PCS for issue of VIA/VCN (Vessel Identification Advice / Vessel Call Number, a unique identification number for the voyage).
- Crew List(PAXLST):** This Passenger List Message (PAXLST) permits the transfer passenger/crew data from a Customs, Immigration or other designated authority in the country of departure to the appropriate authorities in the country of arrival of the means of transport. Where national privacy legislation permits, and with the agreement of all parties involved, this message may also be exchanged between carriers and Customs, Immigration, Police or any designated authorities.
- Berthing(BERMAN):** The VIA/VCN generation is considered as Vessel intimation by the Ship Owner/Lineragent/Shipping Agent to Port. However, complete details of the voyage are submitted in the berthing application. It is proposed that the Berthing application and the Pilot application be clubbed together in single document. The berthing application contains the complete particulars of the vessel Profile. Below are some information...

Below is the default Top Up PD account page.
Port ID would be auto-selected as INJNP1.



The screenshot shows a web form titled "Topup PD Account" with a blue header bar containing the "Port Community System" logo and name. The form is titled "Topup PD Account" and includes a red asterisk legend: "* Indicates mandatory fields". The form is divided into a "Topup Details" section. The fields are: "Port ID * :" with a dropdown menu showing "SGSIN1"; "Service Category * :" with a dropdown menu showing "[SELECT]"; "PD Account Number * :" with a text input field; "Gross Amount:" with a text input field; "TDS Amount:" with a text input field; "Net Amount * :" with a text input field; "Remarks :" with a text input field; and "VCN :" with a text input field. At the bottom of the form are "Back" and "Continue" buttons. A yellow callout bubble points to the "Port ID" dropdown, stating: "User should check for the Port Code in the drop down list. For JNPT users; the code would reflect as 'INJNP1'". Another yellow callout bubble points to the "Service Category" dropdown, stating: "Select the Service Category from the drop-down menu. The options available in Service category are mentioned in next page." The background of the page features a blue header bar with a logo and a photograph of a port with green and red shipping containers.

Topup PD Account
* Indicates mandatory fields

Topup Details

Port ID * :

Service Category * :

PD Account Number * :

Gross Amount:

TDS Amount:

Net Amount * :

Remarks :

VCN :

Service Category : List of Values



The payments will go to respective ports [as mentioned in drop down list], if a different port code is displayed, please don't proceed and highlight to PCS Help Desk / Port officials immediately.

Topup PD Account

* Indicates mandatory fields

Topup Details

Port ID * :	SGSIN1 ▾
Service Category * :	[SELECT] ALL DUES CARGO CONTAINER CONTAINERIZED CARGO LAND RAIL STEVEDORING VESSEL
PD Account Number * :	
Gross Amount:	
TDS Amount:	
Net Amount * :	<input type="text"/>
Remarks :	<input type="text"/>
VCN :	<input type="text"/>

Back

Continue

PD Account number would be a drop-down menu from which the details could be selected. If details do not appear; PD account number can be entered manually in the text field



Topup PD Account

** Indicates mandatory fields*

Topup Details

Port ID * :	<input type="text" value="SGSIN1"/>
Service Category * :	<input type="text" value="VESSEL"/>
PD Account Number * :	<input type="text"/>
Gross Amount:	<input type="text"/>
TDS Amount:	<input type="text"/>
Net Amount * :	<input type="text"/>
Remarks :	<input type="text"/>
VCN :	<input type="text"/>

Back

Continue

Enter the Gross Amount, TDS amount [enter 0 if TDS is 0] & Net amount. Click on Continue



Topup PD Account

* Indicates mandatory fields

Topup Details

Port ID * :	<input type="text" value="SGSIN1"/>
Service Category * :	<input type="text" value="VESSEL"/>
PD Account Number * :	<input type="text" value="TESTPD1234"/>
Gross Amount:	<input type="text" value="100"/>
TDS Amount:	<input type="text" value="0"/>
Net Amount * :	<input type="text" value="100"/>
Remarks :	<input type="text" value="ENTER IF ANY"/>
VCN :	<input type="text" value="OPTIONAL"/>

Remarks & VCN are optional field

Back

Continue

Select Bank from the list provided in this screen

Payment Confirmation

* Indicates mandatory fields

Bank List

- DUMMY BANK FOR TESTING ONLY
- Syndicate Bank
- Central Bank Of India
- HDFC (HDFC Bank)
- IDBI (Industrial Development Bank of India)
- UNB (Union Bank of India)

Payment Details

Note: Please notice the Bill Number

Bill Number	2017050685183341
Port ID	SGSIN1
Service Category	Vessel
PD Account	TESTPD1234
Gross Amount	100
TDS Amount	0
Amount	100
Remarks	ENTER IF ANY
VCN	OPTIONAL
MerchantID * :	<input type="text"/>

Once the Bank is selected; Merchant ID field would get auto-filled. Click on Confirm.

Payment Confirmation

* Indicates mandatory fields

Bank List

- DUMMY BANK FOR TESTING ONLY
- Syndicate Bank
- Central Bank Of India
- HDFC (HDFC Bank)
- IDBI (Industrial Development Bank of India)
- UNB (Union Bank of India)

Payment Details

Note: Please notice the Bill Number

Bill Number	2017050685183341
Port ID	SGSIN1
Service Category	Vessel
PD Account	TESTPD1234
Gross Amount	100
TDS Amount	0
Amount	100
Remarks	ENTER IF ANY
VCN	OPTIONAL
MerchantID * :	<input type="text" value="111"/>

A vertical decorative bar on the left side of the slide, featuring a golden-yellow background with embossed financial symbols such as the dollar sign (\$), the yen sign (¥), and the pound sign (£).

Then PCS would redirect the page to the respective Bank's net banking website.

Enter the credentials for net banking & confirm the payment. Once the details are successful at Bank's end, Bank would redirect the user to PCS application with a confirmation screen & receipt to be downloaded.

Payment confirmation screen. Click on “Save as Copy” to save a PDF copy of the transaction receipt.

Confirmation - Payment Details

Your Transaction has been Successful. Please note the following Transaction Details :

Name of the Party	: ttsa01
PD Account	: TESTPD1234
Common Reference Number	: 2017050685183512
Merchant Code	: 111
Service Category	: V - VESSEL
Bill Number	: 2017050685183341
Net Amount(Rs)	: 100
Transaction Date	: 06/05/2017
Bank ReferenceID	: 123456789
Bank Transaction Status	: SUCCESS
Remarks	: ENTER IF ANY
VCN	: OPTIONAL

Note: Above Payment details are Forwarded to the PORT, Please check with PORT.

Ok

Save as Copy

Print This Page

Screenshot of PDF copy. Once the receipt is successfully generated please check with Port for the receipt of payment at their end.



Port Community System (PCS)

Confirmation - Payment Details

Your Transaction has been Successful. Please note the following Transaction Details :

Name of the Party	: tstsa01
PD Account	: TESTPD1234
Common Reference Number	: 2017050685183512
Merchant Code	: 111
Service Category	: V - VESSEL
Bill Number	: 2017050685183341
Net Amount (Rs)	: 100
Transaction Date	: 06/05/2017
Bank ReferenceID	: 123456789
Bank Transaction Status	: SUCCESS
Remarks	: ENTER IF ANY
VCN	: OPTIONAL

Users can view their transaction history by navigating to Payment > Search Transactions menu

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- Payment** (highlighted)

The 'Payment' menu is expanded, showing the following options:

- Make Payment
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- Search Transactions** (highlighted)

The main content area is divided into five modules:

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- Transport Module**: Berthing(BERMAN): The VIA/VCN generation is considered as Vessel intimation by the Ship Owner/Lineragent/Shipping Agent to Port. However, complete details of the voyage are submitted in the berthing application. It is proposed that the Berthing application and the Pilot application be clubbed together in single document. The berthing application contains the complete particular of the vessel Profile, hazardous cargo information, pass
- Finance Module**

All the transactions made by user would be available in this page for reference purposes & can filter the records as per given search criteria.



Payment Details

Search [Note: Any one search field is mandatory]


Bill Number :


PD Account Number :

Status : [SELECT] ▼

Bank : [SELECT] ▼

Transaction Date

From :  (DD/MM/YYYY)

To :  (DD/MM/YYYY)

Search

Clear

Payment Transaction List

Bill Number	Bill Date	Transaction Date	Amount	Bank	PD Account No	Status	Action
2017050685183341	06/05/2017	06/05/2017	100	DUMMY	TESTPD1234	Success	View
12042017	12/04/2017	12/04/2017	1	DUMMY		Pending	Verify Payment

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In case of a transaction in Pending state; click on “Verify Payment”



Payment Details

Search [Note: Any one search field is mandatory]

Bill Number	:	<input type="text"/>	Transaction Date			
PD Account Number	:	<input type="text"/>	From	:	<input type="text"/>	(DD/MM/YYYY)
Status	:	[SELECT]	To	:	<input type="text"/>	(DD/MM/YYYY)
Bank	:	[SELECT]				

Payment Transaction List

Bill Number	Bill Date	Transaction Date	Amount	Bank	PD Account No	Status	Action
2017050685183341	06/05/2017	06/05/2017	100	DUMMY	TESTPD1234	Success	View
12042017	12/04/2017	12/04/2017	1	DUMMY		Pending	Verify Payment

Verify the Bill number



Verify Payment

* Indicates mandatory fields

Payment Details

Bill Number /
Unique Number * :

	Bank ReferenceID*	Service Category	Net Amount	Mode of Payment	Status	Action

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Enter the Bank Reference ID which would be available in the transaction statement of the account from which the payment has been made. Click on Verify

Verify Payment

* Indicates mandatory fields

Payment Details

Bill Number /
Unique Number * :

	Bank ReferenceID*	Service Category	Net Amount	Mode of Payment	Status	Action
<input type="radio"/>	<input type="text"/>	Vessel	1	DUMMY	Pending	<input type="button" value="Verify"/>

Verify Payment

* Indicates mandatory fields

Payment Details

Bill Number /
Unique Number * :

	Bank ReferenceID*	Service Category	Net Amount	Mode of Payment	Status	Action
<input checked="" type="radio"/>	<input type="text" value="123456"/>	Vessel	1	DUMMY	Pending	<input type="button" value="Verify"/>

Click on Confirm. The page would auto redirect from PCS > Bank > PCS; the verification is successful, user would get the confirmation screen & an option to download the payment receipt in PDF format

Payment Confirmation

Transaction Details	
Bill Number	12042017
Bank ReferenceID	123456
Merchant Code	111
Service Category	Vessel
Net Amount	1
Payment Mode	DUMMY BANK FOR TESTING ONLY
Transaction Status	Pending

Back

Confirm



Thank you!
