

# EPIM

## Guide

### How to get started with LogisticsHub

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## 1 Audience

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This document is primarily for all stakeholders considering or planning to start using the LogisticsHub.

Stakeholders that are interested in getting an in depth understanding of LogisticsHub may also be interested in this document.

## 2 About Logistics Hub

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### 2.1 What is Logistics Hub

The LogisticsHub is a solution made for managing tracking information of cargo carrying units (CCU`s) to improve the supply chain visibility in the Norwegian offshore industry. LogisticsHub provides access to live cross-enterprise tracking information made available by all involved participants operating the Norwegian Continental Shelf (NCS). Logistics information received from operators, suppliers, CCU owners and supply bases are made available to everyone having a legal role in a planned logistic operation.

Asset management and visibility across the supply chain requires a multifaceted approach.

First of all;

*The Goal of ELH is to provide operators, rig owners, supply base, suppliers and transporters with relevant tracking information throughout the logistics value chain.*

*The Business Goal is to utilize relevant tracking information provided by anybody involved in a logistic operation to reduce the direct and indirect cost in the logistics value chain.*

Common standards are a pre-requisite when introducing an effective tracking tool for the industry. By introducing common standards complex data conversions are made obsolete.

Common data capture interface, data storage and data distribution secure reliable data management and logistics information quality.

### 2.2 The Value of knowing

EPIM LogisticsHub...

- ...enables organizations to get an early delayed CCU`s warning
- ...enables organizations to track lost CCU`s
- ...enables the organization to perform controlled re-planning in case of delays, broken CCU`s etc.
- ...enables the organizations to perform a root-cause analyses in case of delayed or lost CCU`s.
- ...enables the organization to receive information beyond own internal tracking capabilities.






- ...enables the users to easily get answers to questions like:
  - Who owns the CCU which is in my custody now?
  - Where does the CCU go next?
  - Any registered inspection information on the CCU?
  - When does the CCU certificate expire?
  - When can I expect my CCU to arrive?
  - Which CCUs are expected to arrive today?
  - What is the number of CCU`s I do hire?
  - How many baskets have been rented for the last 6 months?
  - What is the number of rented CCUs that are left idle?

### 2.3 Data Capture

The LogisticsHub solutions does not have any requirements for how to capture the event data but preferably, due to data quality it is recommended to capture the data digital/automatically. There is also an option for manually register data in the LogisticsHub graphical user interface.

### 2.4 Stakeholders in ELH (users)

LogisticsHub stakeholders are representing the entire supply chain. Each stakeholder can hold several roles and each stakeholder can be an information provider and/or an information consumer.

Stakeholders	Description
 <p>CCU owner</p>	- Owns CCU`s. - Hire CCU`s.
 <p>Rig/Operator</p>	- Hirer CCU`s from CCU owner
 <p>Supplier</p>	- Hirer and sender of CCU`s.
 <p>Supply Base</p>	- Distributer of CCU`s (receive, stores and forwards CCU`s).
 <p>Transport      Transport</p>	- Transporter of CCU`s.

## 2.5 Standardisation in LogisticsHub

An important key factor in LogisticsHub is the use of common standards. Use of standards is a fundamental prerequisite when introducing a common tool for the industry. Standardizing will:

- Enable sharing of information
- Ensure common understanding of information
- Help to reduce uncertainty
- Reduce or eliminate errors and mistakes
- Help to maximize quality

The operators on the Norwegian Continental Shelves has agreed on using the following standards:

<p><b>Global Location Number (GLN)</b></p> <p>ELH uses Global Location Number (GLN) from GS1 to identify physical locations.</p> <p><a href="http://www.gs1.no/support/standardbibliotek/identifisere/gs1-lokasjonsnummer-gln">http://www.gs1.no/support/standardbibliotek/identifisere/gs1-lokasjonsnummer-gln</a></p>
<p><b>Global Individual Asset Identifier (GIAI)</b></p> <p>ELH uses the Global Individual Asset Identifier (GIAI) from GS1 to identify CCU`s.</p> <p><a href="http://www.gs1.no/support/standardbibliotek/identifisere/giai">http://www.gs1.no/support/standardbibliotek/identifisere/giai</a></p>
<p><b>NPDID</b></p> <p>ELH uses NPDID (Norwegian Petroleum Directorate`s unique identification number) to identify offshore installations.</p> <p><a href="http://factpages.npd.no/factpages/default.aspx?culture=no&amp;nav1=facility">http://factpages.npd.no/factpages/default.aspx?culture=no&amp;nav1=facility</a></p>
<p><b>Event Sharing (EPCIS)</b></p> <p>ELH uses EPCIS is standard to enables sharing of information about the physical movement and status of products as they travel throughout the supply chain.</p> <p><a href="http://www.gs1.org/epcis">http://www.gs1.org/epcis</a></p>

### 3 How to start implementing EPIM Logistics Hub.

This chapter will provide you necessary information to start the implementation of ELH in your organization. You will find a high-level overview of the step-by-step implementation process and be routed to necessary detailed documentation or sources for further information.

#### 3.1 Recommendations

- Organise the implementation as a project
- Prepare well in advance
- EPIM advice you to read the entire document prior initiating any processes as they might be done in a parallel sequence.

#### 3.2 Help and Support

The Logistics Hub Solution consist of two service providers (Bouvet as application provider and GS1 Norway providing the standards applied). Following is an overview of the support information. LogisticsHub and GS1 will be further described where is relevant.

##### ELH Servicedesk

Bovet is the application service provider for LogisticsHub. Bouvet provides first line support for all user concerning both technical issues and end user support on how to operate and use the system.

- Email: [support@logisticshub.no](mailto:support@logisticshub.no)
- Phone: +47 902 80 509

##### GS1 Servicedesk

The ELH requires standardizing of CCU ID (by using GIAI) and Onshore Locations ID (by using GLN).

For more information on how to apply for GIA or GLN numbers GS1 can be contacted by using the information below:

- Email: [support@gs1.no](mailto:support@gs1.no)
- Phone: +47 22 97 13 20 (ask for support GS1)

#### 3.3 Step by Step guide getting started

EPIM is managing the LogisticsHUB on behalf of its owners, The Operators on the Norwegian Continental Shelf. EPIM role in this process is to verify that Super Users requesting access to ELH is who they claim they are and secure that the member's designated representative, a Super User, is pre-authorized by his/her employer prior to the representative that is provided access to the ELH solution.

All organizations being a part of the Logistics value chain are entitled to use the LogisticsHub for sharing tracking information. LogisticsHub is accessed either by a machine account or through a manual user interface.

Below you will find a description of the mandatory process to be authorized for regular use of the EPIM LogisticsHub. The process will establish a technical secure way to communicate with ELH.

## Step 1– Request access to LogisticsHub

For requesting access to LogisticsHub please follow the steps below:

**a) Initial request – please perform action a or b**

- If you are not using any EPIM services yet: go to EPIM web page and submit the onboarding form <https://epim.no/onboarding>
- If you are already using one or more EPIM services the EPIM contract administrators in your company should login to <https://epim.agiloft.com/logins/epim-login.htm> and request a new subscription for the LogisticsHub service.

**b) Sign LogisticsHub Service Access Agreement**

- After registration and access agreement will be sent to your e-mail for electronic signature (this might take one or several days depending on the amount of applications)

**c) Nomination of LogisticsHub administrative and IT Super User (SU)**

- During the application process you will be contact by EPIM and ask ed to provide name, email and phone of two appointed super users. One person might hold both roles.

**d) Nomination of EPIM ID administrators**

- Logisticshub (and several other EPIM applications) are using EPIM ID for authentication (similar to BankID). All organizations using EPIM services (applying EPIM ID) must appoint two administrators for this service. They are responsible for approving new users from your organization when users sign up for use first time (and confirmation that the user are working int the organization).

**e) Registration of your location to be used in LogisticsHub**

- During the application process EPIM will ask you to provide the Global Location Number (GLN) for Head Office in Norway. All organization using LogisticsHub must as a minimum register the head office location in the solution. LogisticsHub is using the Global Location number (GLN) standard provided by GS1 Norway. Check if your Head Office already has a GLN <http://glinservice1.gs1.no/GLNbasen/SearchPage>. Get started with GLN: <http://www.gs1.no/gln>

**b) Registration of containers - applicable to CCU Owners only**

- LogisticsHub uses the Global Individual Asset Identifier (GIAI) from GS1 to identify CCU`s. Prior to use of ELH all CCU Owner must ensure CCU ID is complies with this standard <http://www.gs1.no/giai>

## Step 2 – Establish Access to LogisticsHub

After the initial communication with EPIM and the LogisticsHub Access Agreement is signed (with reference to step 1 you will be contacted by LogisticsHub support desk in order to get the necessary details for access and communication. The machine integration process involves some technical tasks which make it natural to involve IT staff. For the user interface the super users will be provided login details and are entitled to add users to LogisticsHub.

AS per today ELH may be implemented completely as a manual operated solution or extended to be a semi integrated or completely machine-to-machine integrated solution. The organization must decide how to communicate with ELH.

a) Decide level of integration and perform implementation:

- i. High Level Integration
- ii. Medium Level Integration
- iii. Low Level Integration

For more information about the levels of integrations and how to implement see [Document for Integrators](#).

## 4 How to use EPIM Logistics Hub

ELH is a solution to manage tracking information of CCU's throughout the Norwegian oil and gas industry logistics life cycle. ELH is fully dependent on tracking information provided by all involved parties with invested logistics interests on the Norwegian Continental Shelf (NCS).

Each participant can be an information provider and/or an information consumer in ELH. Each participant is expected to register a minimum of mandatory master data and relevant Journeys, Legs and Events that take place while a CCU is in their custody. An overview of the data to be provided or consumes please refer to the [Document for Integrators](#).

Journey, Leg and Events are key terms in the solution. Journeys and Legs describes planning of CCU logistics operations. Events are the actual occurrence of an CCU observation. The Events defined in ELH are Arriving, Departing, Loading, Unloading, Inspection, Internal Moving, packing ac geo-coordinates. All events have content and structure in accordance with the EPCIS standard.

### 4.1 Access Rights

In order to access data form ELH proper access rights have been established. The main principles are:

- Access to information in ELH as an owner of a CCU
- Access to information in ELH as a hirer of a CCU
- Access to information in ELH if part of a Journey or Leg
- Access to information in ELH if a CCU is on your location

For a detailed description please refer to <https://logisticshub.atlassian.net/wiki/spaces/DTI/overview>



#### 4.2 Data Exchange

Data exchange to and from ELH can be achieved by exchanging XML files for communication towards the REST API.

#### 4.3 Reports and subscriptions

Reports and subscriptions might be generated by using the ELH reporting module available on <https://www.logisticshub.no>.

#### 4.4 Information Security

The solution defines access rules to determine which information and features the users are given permission to see and manipulate.

The users are provided access rights to query any part of master data and all event information that they may have access to according to the agreed rules.

Role based access to data ensures that data is made available to the relevant parties involved.