



OceanIQ
H U B

AGENCY I.S.

INTELLIGENT PORT CALL & DISBURSEMENT ACCOUNTING MANAGEMENT

Commercial Proposal

Integrated digital management of port calls, quotations, services and port expenses — from the initial request to final disbursement accounting.

CONTROL

Port call & cost control

AUTOMATION

Beezy.Network & AI

INTEGRATION

DANAOS ERP

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COMMERCIAL PROPOSAL

1. Executive Summary

Agency is an integrated digital platform for managing the complete port call and Disbursement Accounting (D/A) lifecycle.

Designed for shipping companies and Ship Managers, Agency helps improve control over port expenses, streamline cooperation with port agents and suppliers, and reduce the administrative effort required to review and finalize disbursement accounts.

The platform brings together:

- Requests for quotations and supplier selection.
- Breakdown List creation, updates and operational monitoring.
- Agent and supplier communication.
- Invoice and supporting-document collection.
- Review of charges, variances and potential savings.
- Final D/A, Debits, Credits and Disbursement Account preparation.
- Integration with the DANAOS ERP.
- AI-enabled information processing through Beezy.Network.
- Port Log generation and historical traceability.
- PSC Risk Analysis for each port call.

The objective is to make every port call more transparent, controlled, measurable and cost-efficient.

2. The Challenge: The Hidden Cost of Port Call Administration

Port call expense management often involves high email volumes, quotations in different formats, repeated data entry, changes to requested services and manual reconciliation of invoices against agreed prices.

These activities can result in:

- Limited visibility over work in progress.
- Difficulties comparing quotations and applying agreed tariffs.
- Additional services without sufficiently documented approval.
- Variances between quotations, breakdowns, invoices and final accounts.
- Delays in collecting documents and issuing final D/As.
- Information scattered across email, spreadsheets and business systems.
- Time-consuming reconstruction of a port call's history.
- Increased workload for Operations, Procurement and Accounts teams.

Agency addresses these challenges by organizing the entire workflow around a shared digital record for each port call.

3. The Solution: One Integrated D/A Lifecycle

Stage 1 — Request for Quotation and Supplier Selection

The shipping company creates a request for a specific port call and distributes it to selected agents or suppliers.



Partners submit quotations covering prices, availability, delivery times, commercial terms and supporting documents.

The shipping company can compare offers, request clarifications or improved prices, and select the preferred proposal.

Business value: stronger negotiation, more informed supplier selection and improved cost visibility before expenditure is committed.

Stage 2 — Quotation Approval and Work Activation

Once a quotation is accepted, the agent or supplier is notified by email and receives access to the relevant assignment.

The accepted quotation is linked to the corresponding Breakdown List, providing a reference for monitoring agreed services and charges.

External partners access the shipping company's application using their own credentials, without requiring a separate software installation, subject to the platform's configuration.

Stage 3 — Operational Monitoring Through the Breakdown List

Agents and suppliers update task progress, deliveries, pending items, dates and supporting documents.

When additional requirements arise, the shipping company can request new services or the agent can submit a proposal for additional work. Changes can be documented and linked to the relevant approval.

This process continues as required until the port call is completed.

Business value: better operational coordination, timely visibility and reduced exposure to unexpected or inadequately documented charges.

Stage 4 — Invoice and Document Submission

Following completion of the services, the agent uploads invoices and relevant supporting documents in PDF format.

Documents are associated with the relevant port call and services, making them available for review and financial verification.

Stage 5 — Final D/A Preparation

Agency consolidates the available port call data and supports the preparation of the required financial statements, including:

- Final Disbursement Account.
- Debits and Credits.
- Detailed port expense statements.
- Associated invoices and supporting documentation.

Reconciling quotations, breakdowns and final invoices makes it easier to identify discrepancies, duplicate charges and potential savings.



Stage 6 — Review, Negotiation and Finalization

The shipping company reviews the account and supporting documents, requests clarifications, negotiates discounts or price adjustments where appropriate, and monitors final agreement.

A structured history of communications, changes and available documents supports a more transparent and evidence-based review process.

Stage 7 — DANAOS ERP Integration

Agency can integrate with the DANAOS ERP so that the required operational and financial data can be exchanged through the agreed interface.

Depending on the integration design, the solution can support interim updates as well as the transfer of final data after the Final D/A has been issued.

Objective: reduce duplicate data entry, improve data consistency and streamline cooperation between Operations, Procurement and Accounts.

4. Beezy.Network and AI: Turning Information into Action

Beezy.Network enhances **Agency** by connecting business communications with operational data and workflows.

Subject to the configured integrations and business rules, Beezy.Network can process incoming and outgoing correspondence, identify relevant information and associate it with the appropriate vessel, port call, task or financial issue.

Potential applications include:

- Identifying emails containing quotations, price changes or requests for additional services.
- Extracting information from messages and supporting documents.
- Associating communications with the correct port call.
- Generating summaries and chronological activity histories.
- Highlighting pending actions and delays.
- Supporting searches across tariffs and historical data.
- Triggering notifications and workflow actions based on predefined scenarios.

AI provides the information-understanding layer, while business rules determine the appropriate next action.

5. Port Log: A Complete History for Every Port Call

The Port Log List consolidates and organizes the history of each port call using available application data and, through Beezy.Network, relevant communications.

It can include:

- Chronological records of significant events.
- Incoming and outgoing emails.
- Breakdown List updates and changes.
- Chat messages between the shipping company and the agent.
- Approvals, additional services and related decisions.
- Documents and outstanding financial matters.



The result is a structured digital history that supports information retrieval, internal reporting, supplier performance evaluation and the documentation of potential disputes.

6. PSC Risk Analysis: Proactive Inspection Preparation

Agency provides PSC Risk Analysis for each port call, helping identify potential areas of concern before an inspection.

Depending on available data sources and system configuration, the analysis can use vessel information, previous inspection characteristics and relevant deficiency data.

Potential operational benefits include:

- Early identification of areas requiring attention.
- Prioritization of preventive checks.
- Better preparation by responsible departments.
- Linking identified risks to required actions and supporting evidence.

Risk analysis supports decision-making; it does not guarantee an inspection outcome.

7. How PortWay Helps Reduce Operating Costs

The economic value of Agency comes from four complementary areas.

A. Procurement and price control

Comparing quotations, using tariffs and reconciling agreed prices against final invoices strengthens negotiation and charge control.

B. Lower administrative workload

Centralizing communications, documents and operational data reduces manual searching and repeated data entry.

C. Faster account finalization

Consolidated data and automated account preparation, according to configured rules, can reduce the time between port call completion and Final D/A issuance.

D. Fewer errors and financial discrepancies

Connecting quotations, tasks, approvals, invoices and supporting documents makes discrepancies easier to identify before account finalization.

8. Return on Investment (ROI)

ROI should be measured using the shipping company's actual operating data rather than generic savings claims.

KPI	Measurement approach
Cost per port call	Compare eligible expenses before and after implementation under comparable conditions
Procurement savings	Value of documented price reductions or avoided charges
Final D/A turnaround time	Time from port call closure to final account issuance



Administrative cost	Staff hours required per port call before and after
Financial discrepancies	Number and value of identified variances
Document completeness	Percentage of accounts containing all required documents

Illustrative ROI model

Annual net benefit:

Port expense savings + administrative cost savings – annual solution operating cost.

Simple payback period:

Initial implementation cost ÷ monthly net benefit.

For example, a company handling 1,000 port calls per year that achieves a verified average net saving of €50 per call would generate €50,000 in annual savings before solution operating costs.

This is an illustrative calculation only, not a forecast or guarantee of performance.

9. Transparency, Security and Control

Agency organizes information by port call and enables partners to access relevant assignments according to configured user permissions.

The solution's architecture and deployment can be adapted to the company's requirements for data hosting, user access, integration with existing systems and historical recordkeeping.

Final hosting, security, audit-trail and data-retention capabilities depend on the selected deployment and agreed technical configuration.

10. Recommended Implementation Roadmap

We recommend a phased approach:

1. **Process assessment:** document the current quotation, Breakdown and D/A workflows.
2. **Pilot selection:** select representative port calls and participating partners.
3. **Configuration:** define workflows, permissions, documents and approvals.
4. **Integration:** agree on data exchange and interfaces with DANAOS ERP and Beezy.Network.
5. **Performance measurement:** compare turnaround times, administrative workload, discrepancies and verified savings.
6. **Scaling:** expand to additional vessels, ports and partners based on measured results.

Our Proposal

Agency treats Disbursement Accounting not as an isolated accounting task, but as part of an integrated process for operational control, supplier communication, procurement management and financial accountability.

Greater control over every port call. Less manual work. Better evidence for every charge. Measurable business value.