



# LOA Webinar



# New Functionality

- **Rewrite:**

- System is now based on company hierarchy
- Grantors now have ability to use LOA system
- Ability to manage LOAs from dashboard

- **2016 Releases:**

- Create and manage LOA templates
- Limit an LOA by grantor company/mark
- Edit approved LOAs
- Revoke a pending LOA
- Delete draft LOAs



# ***Create and Manage LOA Templates***

# LOA Templates

- Quickly create templates for a specific line of business
- Easy to Create
- Manage with 1 click
- Apply Template to create an LOA

# Create Template

My LOAs
Create LOA
Search LOA
**LOA Templates**
Help Guide


Action Required
All
Approved
Submitted
Expired/Rejected
Draft

Found - 23 record(s)


Id	Effective	Expiration	Approval	Grantor Company	Grantee Company	Categories	Status	PDF
101103	09-19-2016	09-19-2017		LUZERNE AND SUSQUEHANNA RAILWAY COMPANY	RAILINC CORPORATION	Asset Utilization,General Messaging Setup,UMLER	SPAPPROVED	
101102	09-19-2016	09-19-2017		GREENBRIER MANAGEMENT SERVICES LLC	RAILINC CORPORATION	UMLER	SPAPPROVED	
101101	09-19-2016	09-19-2017		PROCTER AND GAMBLE DISTRIBUTING LLC	RAILINC CORPORATION	Asset Utilization,Early Warning/Maintenance Advisory (EW/MA) System,Equipment Health,Loading Authority,Rail Industry Contact Information - FindUS.Rail,UMLER	SPAPPROVED	
101052	08-25-2016	08-25-2017		GREENBRIER MANAGEMENT SERVICES LLC	RAILINC CORPORATION	UMLER	APPROVED	
101001	08-05-2016	08-05-2017		RAILINC CORPORATION	GENESEE & WYOMING INC	Asset Utilization	CANCELED	
100091	07-26-2016	07-26-2017		BOOLEY'S SCRAP IRON &	RAILINC	Equipment Repair,Rail Industry Contact Information - FindUS.Rail	SPAPPROVED	

25
50
100

# Templates Homepage

My LOAs   Create LOA   Search LOA   **LOA Templates**   Help Guide    

[+ Add LOA Template](#)

Template Name ▾	Role ▾	Grantee Company ▾	Grantor Company ▾	Created By ▾	Created On ▾	Updated By ▾	Modified On ▾	Actions
M - Test Template	GRANTEE	RAILINC CORPORATION		ITMXG01	07-26-2016	SHIPXLOA	10-09-2016	 Apply Template ▾
<a href="#">Component Association Data</a>	GRANTEE	RAILINC CORPORATION	Company X	BSTGP01	06-29-2016	BSTGP01	06-29-2016	<div>Edit Template Clone Template Delete Template</div>

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# View Template

Search LOA	LOA Templates	Help Guide	Enter LOA Id <input type="text"/>
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Apply Template

Edit Template

Clone Template

Delete Template

Effective From: 2016-10-09		Expires On: 2017-10-09	
CORPORATION	Address line 1	7001 WESTON PKWY STE 200	Address line 2
	City	CARY	State NC
	Secondary Contact		Tertiary Contact

# Create Template – Grantee

GRANTEE

GRANTOR

ADD CATEGORIES

SET UP CATEGORIES

The purpose of this Letter of Authorization is to grant express consent authorizing RAILINC Corp. to provide information to a Third Party. \* denotes required

**Name \*** LOA For Webinar|

Grantee Information

Company

RAILINC CORPORATION ▾

Address line 1

7001 WESTON PKWY STE 200

Address line 2

Postal

275132125

Country

US - United States ▾

City

CARY

State

NC - North Carolina ▾

Grantee Contacts

Primary Contact

Email

First Name

Last Name

Phone

Secondary Contact

Email

First Name

Last Name

Phone

Tertiary Contact

Email


First Name

Last Name

Phone

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 **RAILINC**



# Create Template - Grantor

GRANTEE

GRANTOR

ADD CATEGORIES

SET UP CATEGORIES

Name \*

LOA For Webinar

\* denotes required

Grantor Company Information

Company

enter a company

Address line 1

Address line 2

Postal

Country

City

State

Grantor Contacts

Primary Contact

Email

First Name

Last Name

Phone

Clear

Secondary Contact

Email

First Name

Last Name

Phone

Clear

Tertiary Contact

Email

First Name

Last Name

Phone

Clear

Effective Date

This LOA shall be effective beginning on the date below and shall remain in effect for a maximum of three (3) years from said date. Revalidation of authorization is required every 12 months from the authorization date until the LOA expiration. Either party may terminate this LOA at any time by giving written notice to the other party and RAILINC.

Effective Date

2016-10-06

Expiration Date

2017-10-06

LOA approvals must be received a minimum of seven business days prior to the requested effective date.

Back

Save Template

Continue

# Create Templates - Categories

GRANTEE

GRANTOR

ADD CATEGORIES

SET UP CATEGORIES

Name \*

LOA For Webinar

Add Categories

You may select multiple Sub-Categories. You must select at least one.

Categories

Asset Utilization

Early Warning/Maintenance Advisory (EW/MA) System

Equipment Health

Equipment Repair

General Messaging Setup

ISS- Interline Settlement System

Loading Authority

Rail Industry Contact Information - FindUS.Rail

Rate EDI Network (REN)

Switch Settlement Data Exchange

Tracing

UMLER

Sub-Categories

(2) ▾

Select sub-categories ▾

(5) ▾

✓ Select All × Select None

DDCTS

DDCT Web Service User ID ✓

DDCTS Car MARK Owner Website Access ✓

DDCTS Handling Carrier Website Access ✓

DDCTS Shop Website Access ✓

Interchange Bureau User Website ✓

EHMS

EHMS Notifications

EHMS Web Service User ID

EHMS Website Access

EHV Fleet Stats

EQR

EQR Car Mark Owner Website Access

EQR Handling Carrier Website Access


EQR Web Service User ID

Back

Continue

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 **RAILINC**

# Create Template – Supplemental Page

GRANTEE

GRANTOR

ADD CATEGORIES

SET UP CATEGORIES

Name \*

LOA For Webinar

Set up Categories

Please use "Apply to all" button to copy the sub category set up information to all relevant fields. If you do not click "Apply to all", please note information entered in this section will not appear on the LOA.

MARK

A Mark is required for this setup. No marks associated with Grantor/Child companies.

SSO

TESTING111

Search

Apply to all

1 selected

Selected Categories

Please note sub-category set-up information may change outside of the LOA system during the life of the LOA.

Asset Utilization

Car Hire Data Exchange(CHDX) Receive

MARK

A Mark is required for this setup. No marks associated with Grantor/Child companies.

Car Hire Data Exchange(CHDX) Send

MARK

A Mark is required for this setup. No marks associated with Grantor/Child companies.

Equipment Health

DDCT Web Service User ID

DDCTS Car MARK Owner Website Access

MARK

A Mark is required for this setup. No marks associated with Grantor/Child companies.

SSO

TESTING111

Search

1 selected

DDCTS Handling Carrier Website Access

MARK

A Mark is required for this setup. No marks associated with Grantor/Child companies.

SSO


TESTING111

Search

1 selected

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# Create Template - Save

GRANTEE

GRANTOR

ADD CATEGORIES

SET UP CATEGORIES

Name \*

LOA For Webinar

Set up Categories

Please use "Apply to all" button to copy the sub category set up information to all relevant fields. If you do not click "Apply to all", please note information entered in this section will not appear on the LOA.

MARK

A Mark is required for this setup. No marks associated with Grantor/Child companies.

SSO

Search

Apply to all

Selected Categories

Please note sub-category set-up information may change outside of the LOA system during the life of the LOA.

Asset Utilization

Car Accounting Self Service Query

MARK

A Mark is required for this setup. No marks associated with Grantor/Child companies.

SSO

Search

CASS LAM Creation

MARK

A Mark is required for this setup. No marks associated with Grantor/Child companies.

SSO

Search

Back

Save Template

# Create LOA From a Template

Are you a Grantee or Grantor?

☒ Grantee ☐ Grantor

Grantee - I am requesting access to someone else's data

☒ Use Template

Select a Template



*Limit an LOA by Grantor  
company/mark*

# Limit a LOA

[My LOAs](#)[Create LOA](#)[Search LOA](#)[LOA Templates](#)[Help Guide](#)[Q](#)

GRANTEEGRANTORADD CATEGORIESSET UP CATEGORIES

\* denotes required

Grantor Company Information

Company \*

RAILINC CORPORATION - TEST

Address line 1 \*

7001 Weston parkway

Address line 2

Postal \*

27413

Country \*

US - United States

City \*

Cary

State \*

NC - North Carolina

☒ Limit LOA

By selecting "Limit LOA", I acknowledge that I am limiting the scope of this LOA only to the below companies and/or MARKs. Limiting a LOA should be used when a LOA applies only to a portion of a company's business.

☒ RAILINC CORPORATION - TEST

☒ AARE

Grantor Contacts

# Limit a LOA – Supplemental Page

**Marks Selection**

☒ RAILINC CORPORATION - TEST

☒ AARE

OK Cancel

**Set up Categories**

Please use "Apply to" to select categories.

MARK

SSO

**Selected Categories**

Please note sub-category set-up information may change outside of the LOA system during the life of the LOA.

**Asset Utilization**

Car Hire Accounting Rate Master (CHARM) Payables

MARK  **Select** Information is required.

Car Hire Accounting Rate Master (CHARM) Receivables

MARK  **Select** Information is required.

**Equipment Health**

DDCTS Car MARK Owner Website Access

MARK  **Select** Information is required.

SSO  **Search**

DDCTS Handlino Carrier Website Access



# Limit a LOA – Apply Setup Information

GRANTEE

GRANTOR

ADD CATEGORIES

SET UP CATEGORIES

Set up Categories

Please use "Apply to all" button to copy the sub category set up information to all relevant fields. If you do not click "Apply to all", please note information entered in this section will not appear on the LOA.

MARK	AARE	Select	Apply to all	1 selected
SSO	testing1234	Search	Apply to all	1 selected

Selected Categories

Please note sub-category set-up information may change outside of the LOA system during the life of the LOA.

Early Warning/Maintenance Advisory (EW/MA) System

Early Warning Website Access

MARK	AARE	Select	1 selected
SSO	testing1234	Search	1 selected

Report Inspections via Web Services

MARK	AARE	Select	1 selected
SSO	testing1234	Search	1 selected

Back

Save as Draft

Submit



***Edit an Approved LOA***

# Edit an Approved LOA

[My LOAs](#) [Create LOA](#) [Search LOA](#) [LOA Templates](#) [Help Guide](#)

[Clone LOA](#) [Edit LOA](#) [Revoke LOA](#)

LOA # 101052      Status: APPROVED      Effective From: 2016-08-25      Expires On: 2017-08-25

**Grantee Information**

Company	RAILINC CORPORATION	Address line 1	7001 WESTON PKWY STE 200	Address line 2	
Country	US	City	CARY	State	NC
				Postal	275132125

**Grantee Contacts** [Edit Contacts](#)

**Primary Contact**

Email

First Name

Last Name

Phone

**Secondary Contact**

Email

First Name

Last Name

Phone

**Tertiary Contact**

Email

First Name

Last Name

Phone

**Grantor Information**

# Edit an Approved LOA

EDIT CATEGORIES

SET UP CATEGORIES

## Add Categories

You may select multiple Sub-Categories. You must select at least one.

### Categories

Asset Utilization

Early Warning/Maintenance Advisory (EW/MA) System

Equipment Health

Equipment Repair

General Messaging Setup

ISS- Interline Settlement System

Loading Authority

Rail Industry Contact Information - FindUS.Rail

Rate EDI Network (REN)

### Sub-Categories

(1) ▼

✓ Select All

✕ Select None

#### Car Accounting Self Service

Car Accounting Self Service Query ✓

CASS LAM Creation

#### Car Hire Accounting Rate Master

Car Hire Accounting Rate Master (CHARM) Payables

Car Hire Accounting Rate Master (CHARM) Receivables

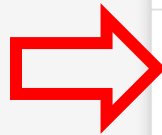
#### Car Hire Data Exchange

Car Hire Data Exchange(CHDX) Receive

Car Hire Data Exchange(CHDX) Send

#### Car Hire Liability File

Car Hire Liability File (CHLF) Payables



# Edit an Approved LOA

EDIT CATEGORIES

SET UP CATEGORIES

## Set up Categories

Please use "Apply to all" button to copy the sub category set up information to all relevant fields. If you do not click "Apply to all", please note information entered in this section will not appear on i

MARK

Select

Apply to all

SSO

Testing0825

Search

Apply to all

1 selected

## Selected Categories

Please note sub-category set-up information may change outside of the LOA system during the life of the LOA.

### Asset Utilization

Car Accounting Self Service Query

MARK

Select

Information is required.

SSO

Search

### UMLER

Component Registry Website Access

MARK

AOKX, BBFX

2 selected

SSO

testing0825

1 selected

Equipment Registry Website Access

MARK

AOKX, BBFX

2 selected

SSO

testing0825

1 selected

TRAIN II Equipment Updates

Web Services

MARK

AOKX, BBFX

2 selected



***Revoke a Pending LOA***

# Revoke a Pending LOA

[My LOAs](#) [Create LOA](#) [Search LOA](#) [LOA Templates](#) [Help Guide](#)

LOA # 100002      Status: PENDING      Effective From: 2016-02-20      Expires On: 2017-02-20

Grantee Information

Company	RAILINC CORPORATION	Address line 1	7001 WESTON PKWY STE 200	Address line 2	
Country	US	City	CARY	State	NC
				Postal	275132125

Grantee Contacts

Primary Contact

Email danielle.crowley@DUMMYrailinc.com

First Name Danielle

Last Name Crowley

Phone 9196084229

Secondary Contact

Email

First Name

Last Name

Phone

Tertiary Contact

Email

First Name

Last Name

Phone

Grantor Information



***Delete Draft LOAs***



# Delete Draft LOAs

[My LOAs](#) [Create LOA](#) [Search LOA](#) [LOA Templates](#) [Help Guide](#)  [Q](#)

[Action Required](#) [All](#) [Approved](#) [Submitted](#) [Expired/Rejected](#) [Draft](#)

Found - 1 record(s)

	Id	Effective	Expiration	Grantor Company	Grantee Company	Categories	Status
<input checked="" type="checkbox"/>	101121	10-09-2016	10-09-2017	ASSOCIATION OF AMERICAN RAILROADS	RAILINC CORPORATION	Asset Utilization,UMLER	DRAFT

25 50 100

✕ Delete Selected



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- Customer Service Phone – 1.877.RAILINC
- Webinar slides presentation will be posted on Railinc.com tomorrow and you will receive a link in your email to view it.