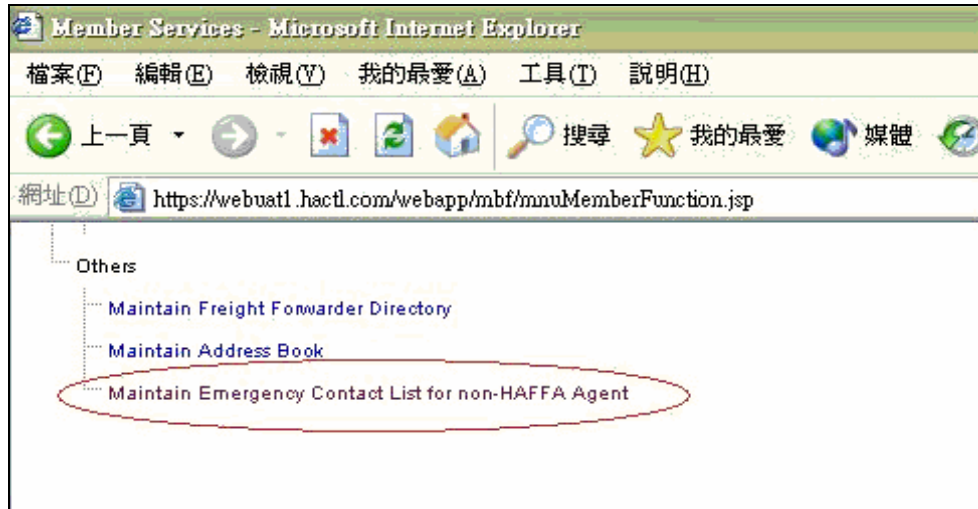


Guideline for Maintain Emergency Contact List for non-HAFFA Agent

1. After logon Hactl.com successfully, a new member function namely ' Maintain Emergency Contact List for non-HAFFA Agent ' would be available to the user who is a non-HAFFA member agent user.

Sample output screen:



2. User is required to input the following information:

- Contact Person
- E-Mail Address
- Fax Number
- Mobile Phone Number

Sample input screen:

The screenshot shows the 'Maintain Emergency Contact List for non-HAFFA Agent' input screen. The page title is 'Maintain Emergency Contact List for non-HAFFA Agent - Microsoft Internet Explorer'. The URL is 'https://webuat1.hactl.com/webapp/mbf/controller/HDCNHAFFA'. The user ID is 'y00029'. The page has a navigation bar with 'Member Services', 'Tools', and 'Help'. The main content area is titled 'Maintain Emergency Contact List for non-HAFFA Agent' and contains the following information:

Agent Information

Agent Code	1331441
Company Name	U-FREIGHT LTD.

Contact Person Information

No.	Contact Person	Email Address	Fax Number	Mobile Phone Number	Delete ?
1	PETER CHAN	peter.chan@yahoo.com.hk	27532321	9299292	<input type="checkbox"/>
2	Lee Tai Man	leetrn@ufreight.com	27532321		<input type="checkbox"/>
3	boby chan	testng@hs.com		92323842	<input type="checkbox"/>

*. Mandatory Field

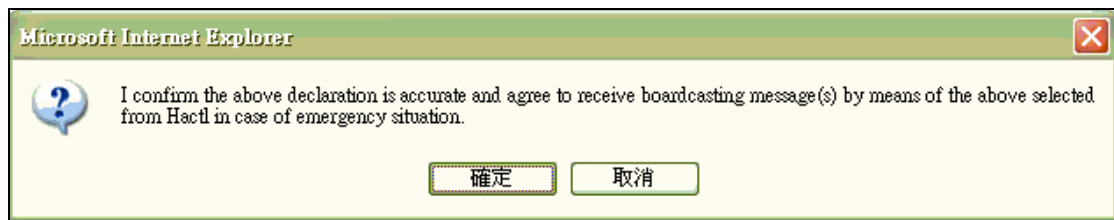
Remark: At least one of the contact details (Email Address, Fax Number or Mobile Phone Number) is required.

Submit Clear Close

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3. A dialog will be popup to ask users to confirm the update action.

Sample output screen:



4. After the confirmation, the emergency contact information for the non-HAFFA member agent user will be updated successfully.

Sample output screen:

