



**Quick Startup Guidance –
Seal Line Item
Discontinuation Request**

NAU Seal Amendment Request

Step 1 – Login into NAU

Step 2 – Go to Manage Seal page



SAMPLE EXPLANATION FOR LINE ITEM/ SEAL DISCONTINUATION

Sub Component

Portable Pump ID tag (Deck & Engine Combined in Steering Gear Rm Locker)	Portable Pump to Strong Point Inside Locker (Deck & Engine Combined in Steering Gear Rm Locker	FIXED ON DECK (TANKERS) : Portable Pump ID tag (SOP / Port & Stbd Main deck)	Portable Pump to Strong Point (SOPE / Port & Stbd Main deck)	Portable Pump ID tag (Mid Ship/ Fwd)
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Portable Pump	Portable Pump	Portable Pump	Portable Pump
02 Oct 2019 10:00	03 Oct 2019 10:00	04 Oct 2019 12:00	--
S - 10	S - 11	S - 12	--
Damaged Seal	First installation..	First installation..	--

Step1: Click on this cross

Step2: There will be a caution appearing on top of screen....Click OK

Step3: There will screen pop up after clicking OK. Enter reason for same and click submit.

Step4: This appears our end on shore side NAU database as discontinued item/ items list.

Step5: We will evaluate, if such discontinuance is in line with our seal tag requirements. So then approved. If not we go back to vessel and advise to continue with same and place a new seal. See in next page list

For Instance if this seal has to discontinue

ship.nauserver.com says
Are you sure? you want to request shore approval to discontinue this Line Item!

OK Cancel

Line Item Discontinuation
Reason for discontinuation :
Max char: 200

Submit Close

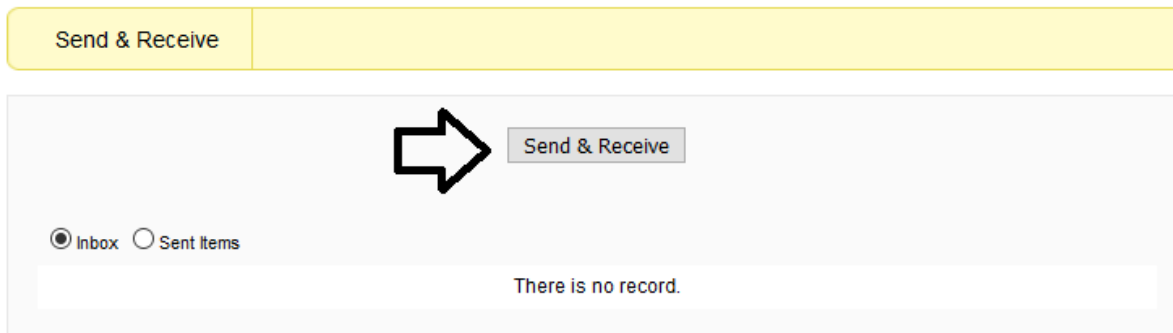
Alert !
Request sent successfully.

Ok

NAU Seal Amendment Request

Step 3 – Click on **Send and Receive Button on NAU** to export the request ashore.

Send & Receive



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