

A high-angle, wide shot of a busy port. In the foreground, a large blue gantry crane with 'QC07' and 'ZPMC' markings is positioned over a ship's deck. The ship's deck is filled with yellow and red shipping containers. To the right, a vast yard is filled with stacks of colorful shipping containers (yellow, red, blue, white). In the background, a city skyline is visible across the water. The sky is clear and blue.

# Digital EIR for Truck Operators

## ICTSI Radar - User Guide

The background features a series of concentric circles in the upper left quadrant, transitioning into several thin, curved lines that sweep across the lower right portion of the slide. The overall color palette is a range of light greys and off-whites, creating a modern, minimalist aesthetic.

# 01

**What is ICTSI Radar?**

# What is ICTSI Radar?



We're excited to introduce **ICTSI Radar**.

ICTSI Radar is a redesigned transparency tool that provides real-time information and updates on your terminal transactions.

## Why use ICTSI Radar?

### Transparency

Get clear, real-time visibility of your terminal transactions, helping you plan ahead, respond quickly to changes, and avoid operational delays.

### Stay-up-to-date

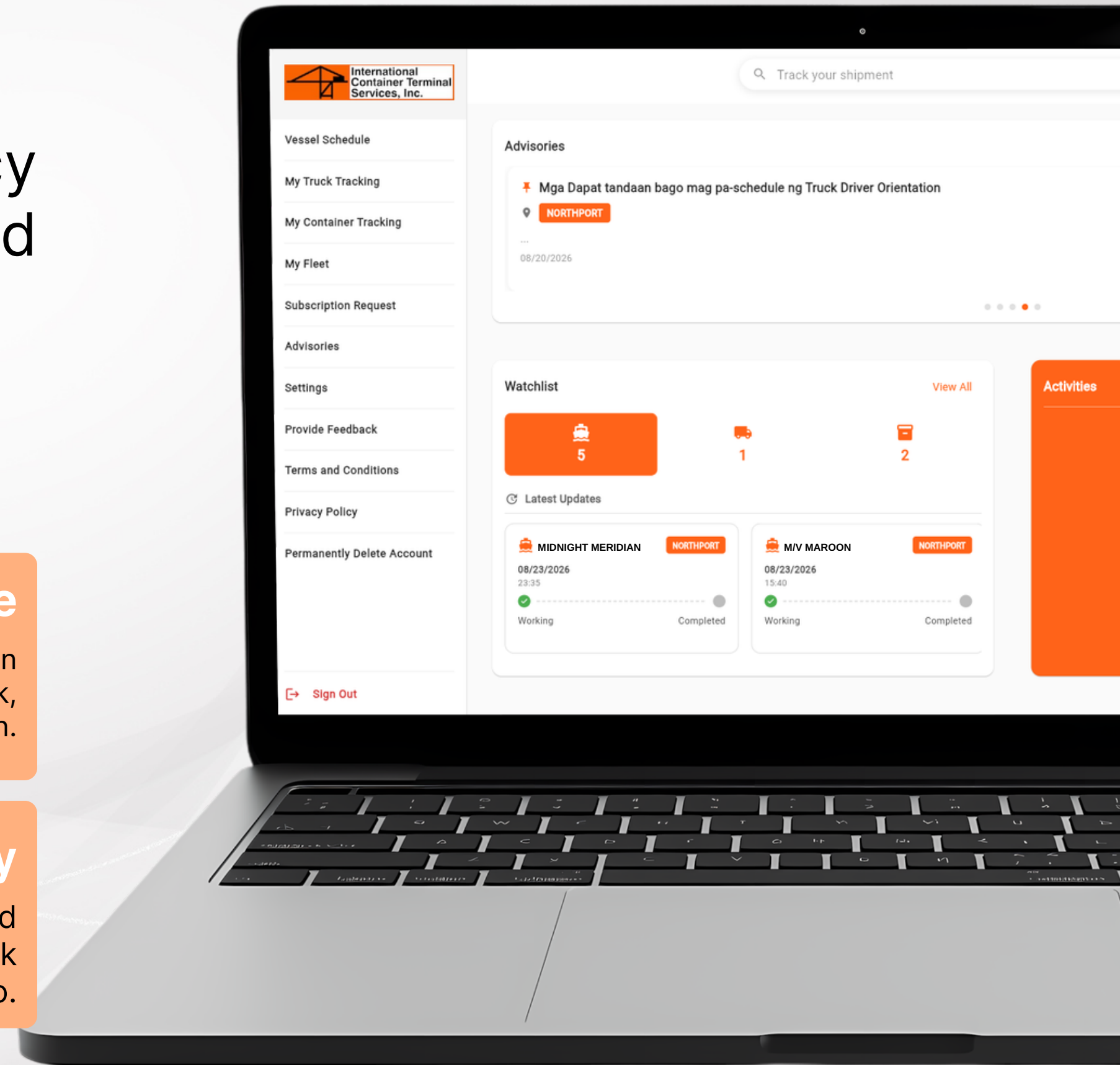
Ensures you receive the latest updates on terminal. As well as track container, truck, and vessel milestones as they happen.

### User-Friendly Experience

Redesigned interface offers easier navigation and clearer presentation of information.

### Mobile Accessibility

Real-time updates can be viewed anytime, anywhere, letting you track updates while on the go.



# 02

## Reactivating your Account

This applies to **existing users** who were registered and previously used the ICTSI App.  
Kindly reset your password to activate your Radar account.

# Reactivating your Account

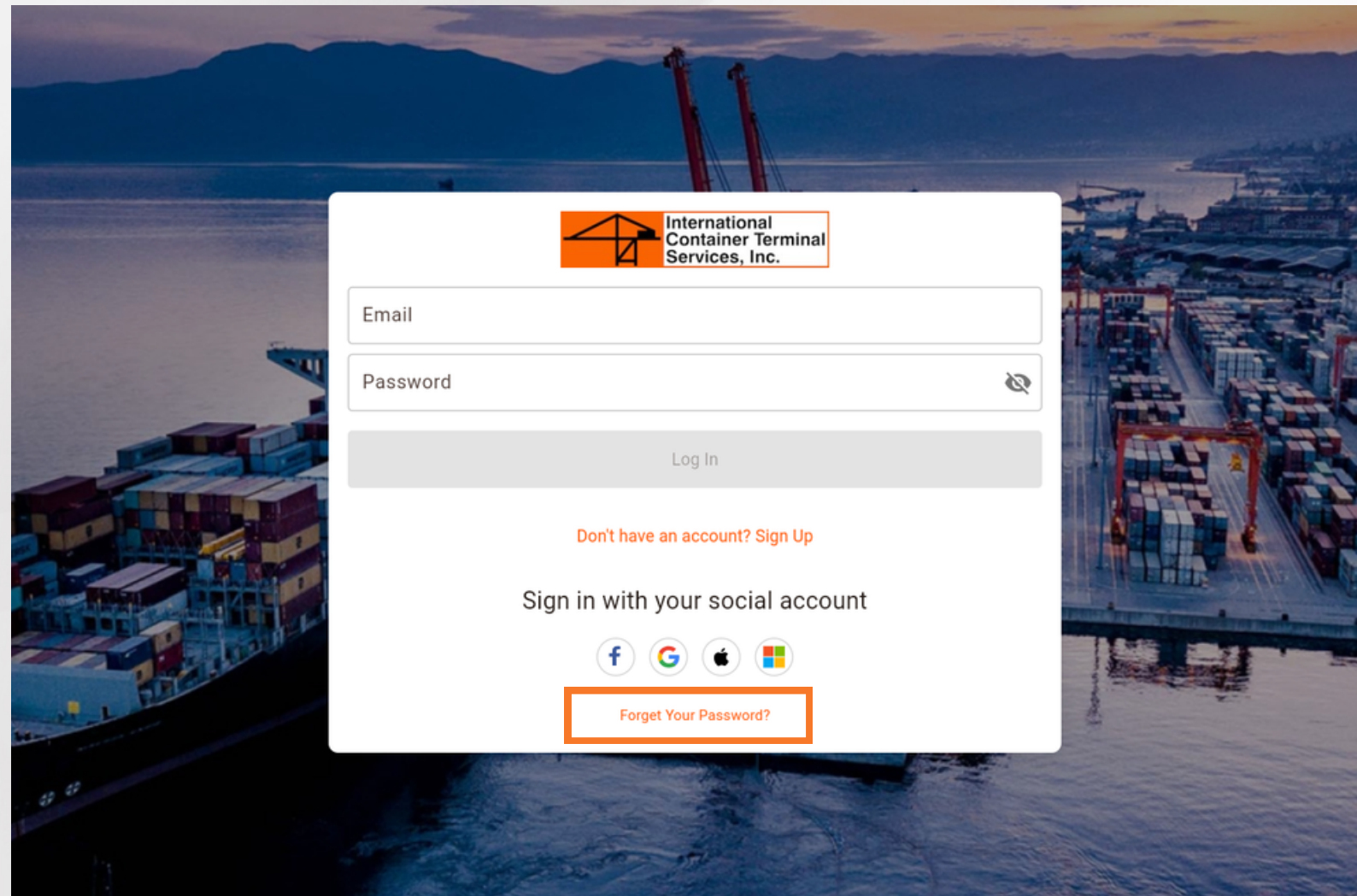
This applies to **existing users** who were registered and previously used the ICTSI App. Kindly reset your password to **activate** your Radar account.



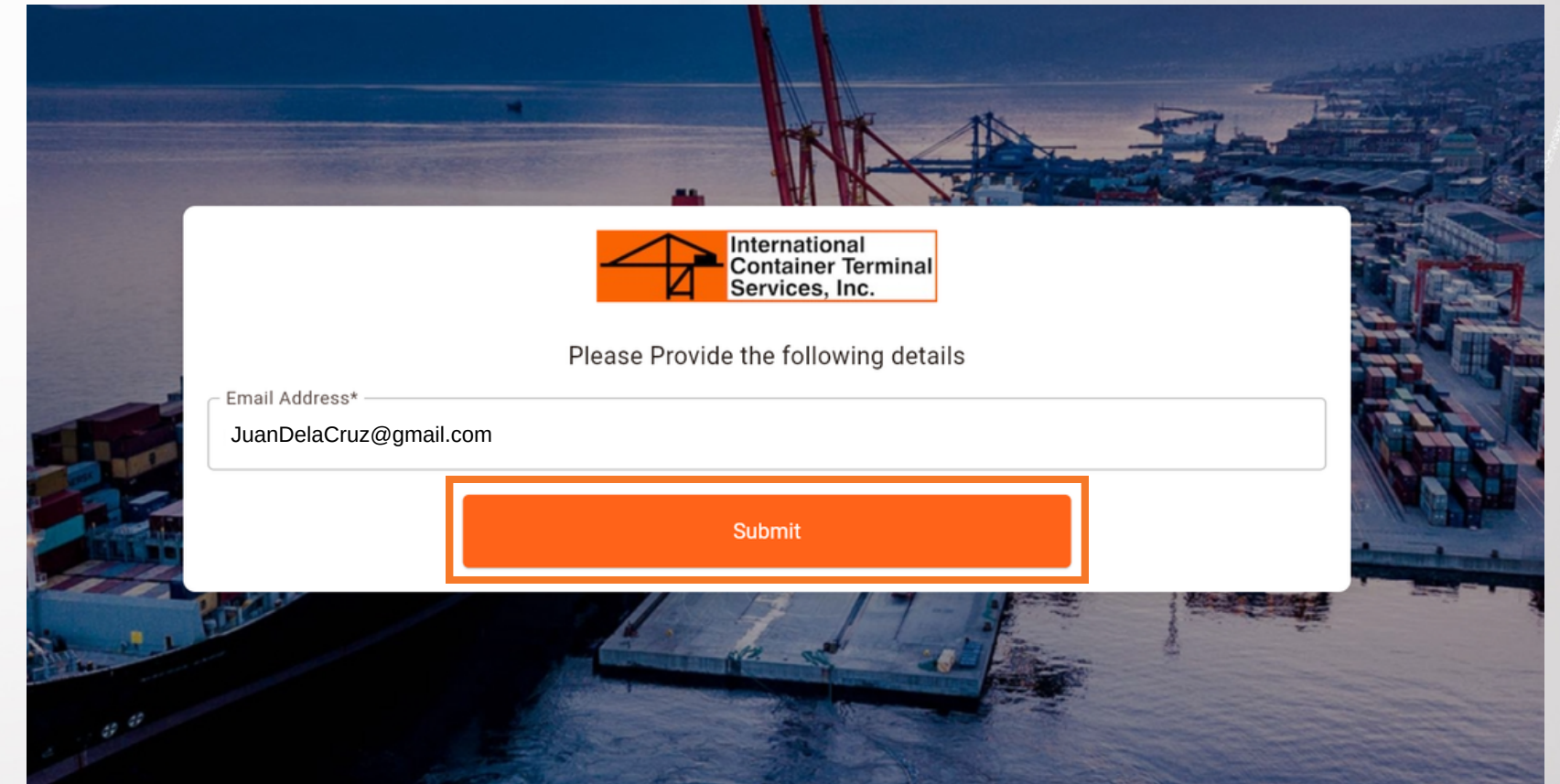
Forget Password

Verify Email

Update Profile



On your browser, go to <https://radar.ictsi.com> then click “Forgot Your Password?”



Enter the **same email address** you used for the ICTSI App and click **SUBMIT**.

# Reactivating your Account

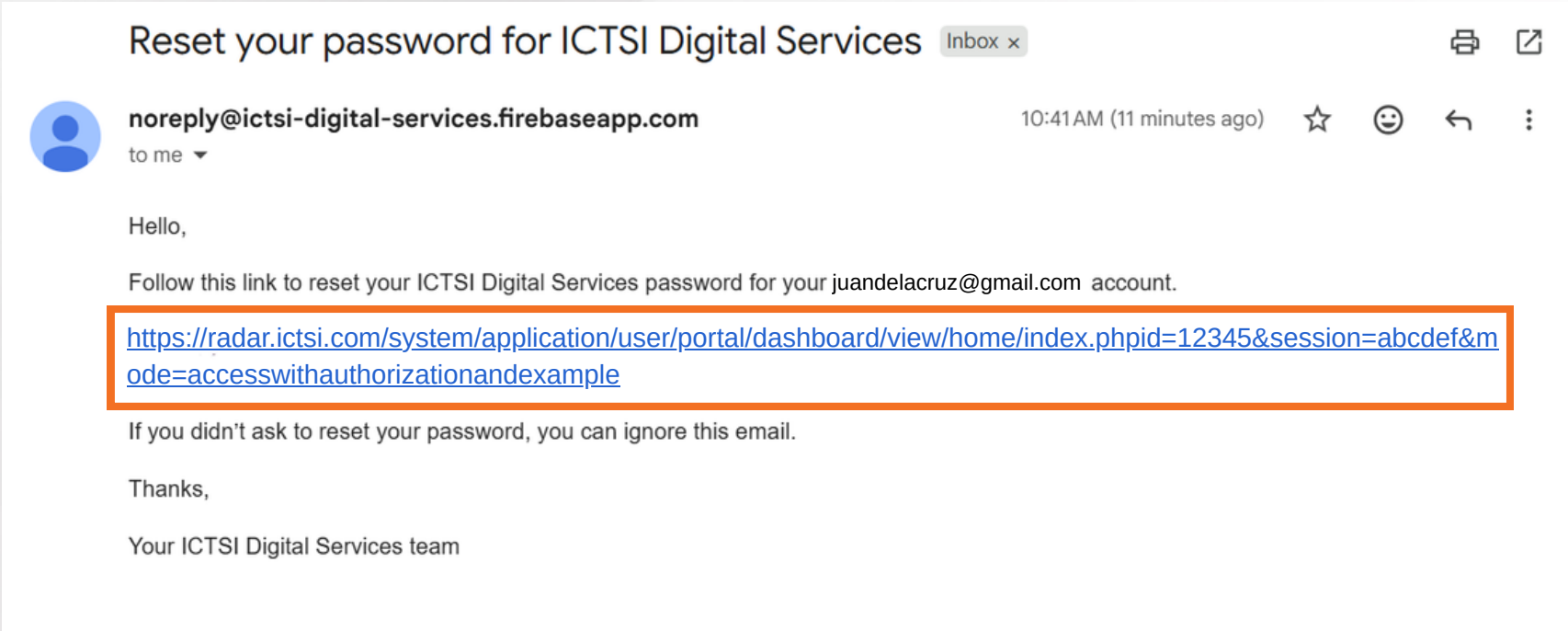
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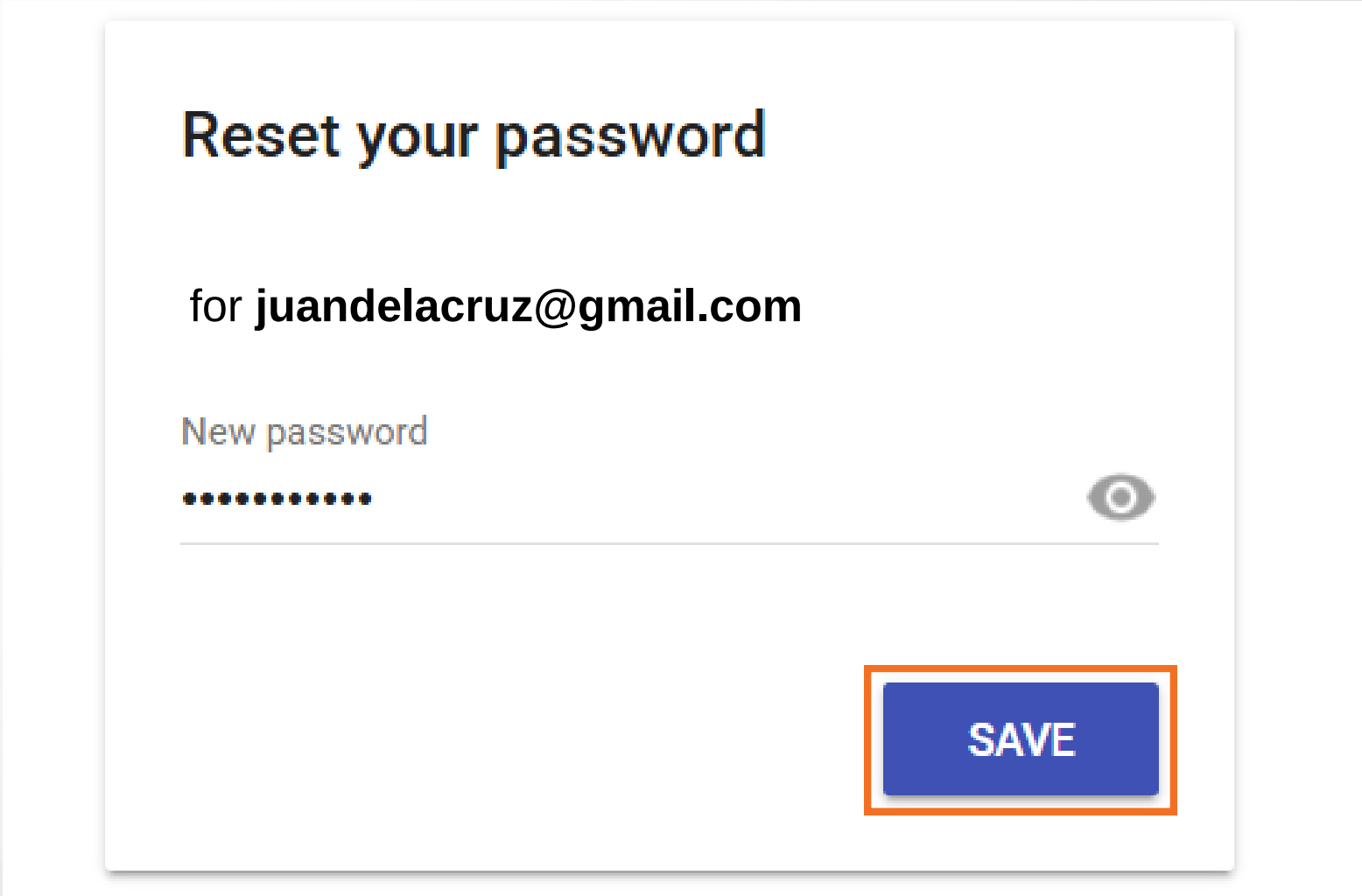
Forget Password

Verify Email

Update Profile



You will receive an email from ICTSI Digital Services to reset your password. Click the link in the email to set your new password.



Enter your new password and click **SAVE** to proceed. You can now log in using your new password.

# Reactivating your Account

This applies to **existing users** who were registered and previously used the ICTSI App. Kindly reset your password to **activate** your Radar account.



Forget Password

Verify Email

Update Profile

Email\*

JuanDelaCruz@gmail.com

First Name\*

Juan

Last Name\*

DelaCruz

Customer Category\*

Truck Operator

Terminal \*

2 selected

NORTHPORT - Manila North Harbor Port Inc. X

MICT - Manila International Container Terminal X

Time Zone

Asia/Manila

Phone Number

+63

9123456789



To receive verification emails, announcements, and notifications, please double-check all information you input, especially your mobile number and email address.

After logging in, you will be asked to update your profile. Make sure to also select your Customer Category, Terminal, Time Zone, and enter your Phone Number.

Company Details

Company Name

ABC Trucking

Company Email

cabctrucking@gmail.com

TIN (numbers only)

123-456-789-01234

Company Address

123 EFG Street, Manila

City

Manila City

State/Province

Metro Manila

Country

Philippines

ZIP Code

1234

Save And Update

Enter your correct company information and click **SAVE AND UPDATE** once done.

# 02

## Signing Up for a New Account (For New Users)

This applies to **new users** who have not registered and have not previously used the ICTSI App.

# Signing Up for a New Account (For New Users)

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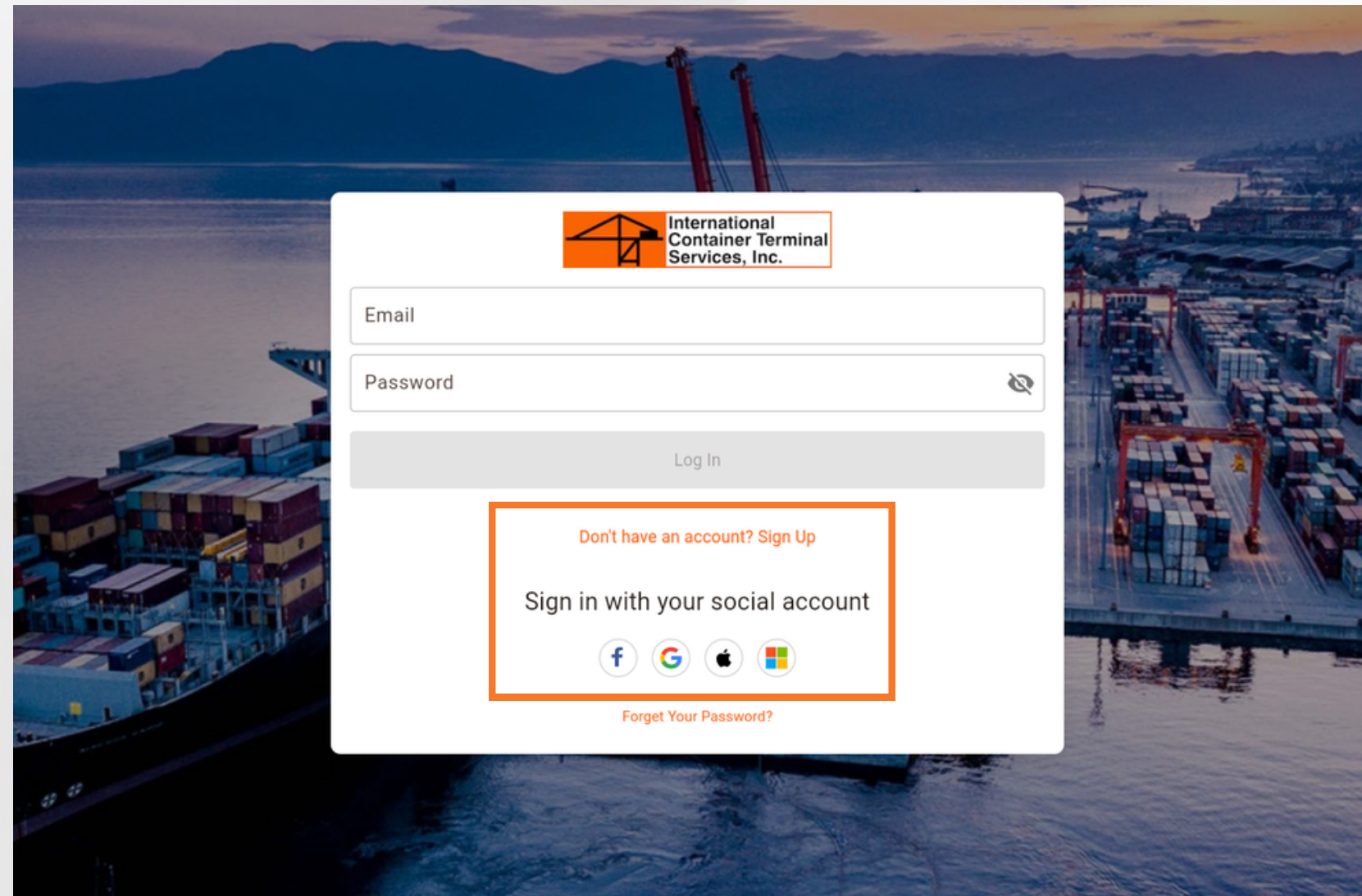


Sign up

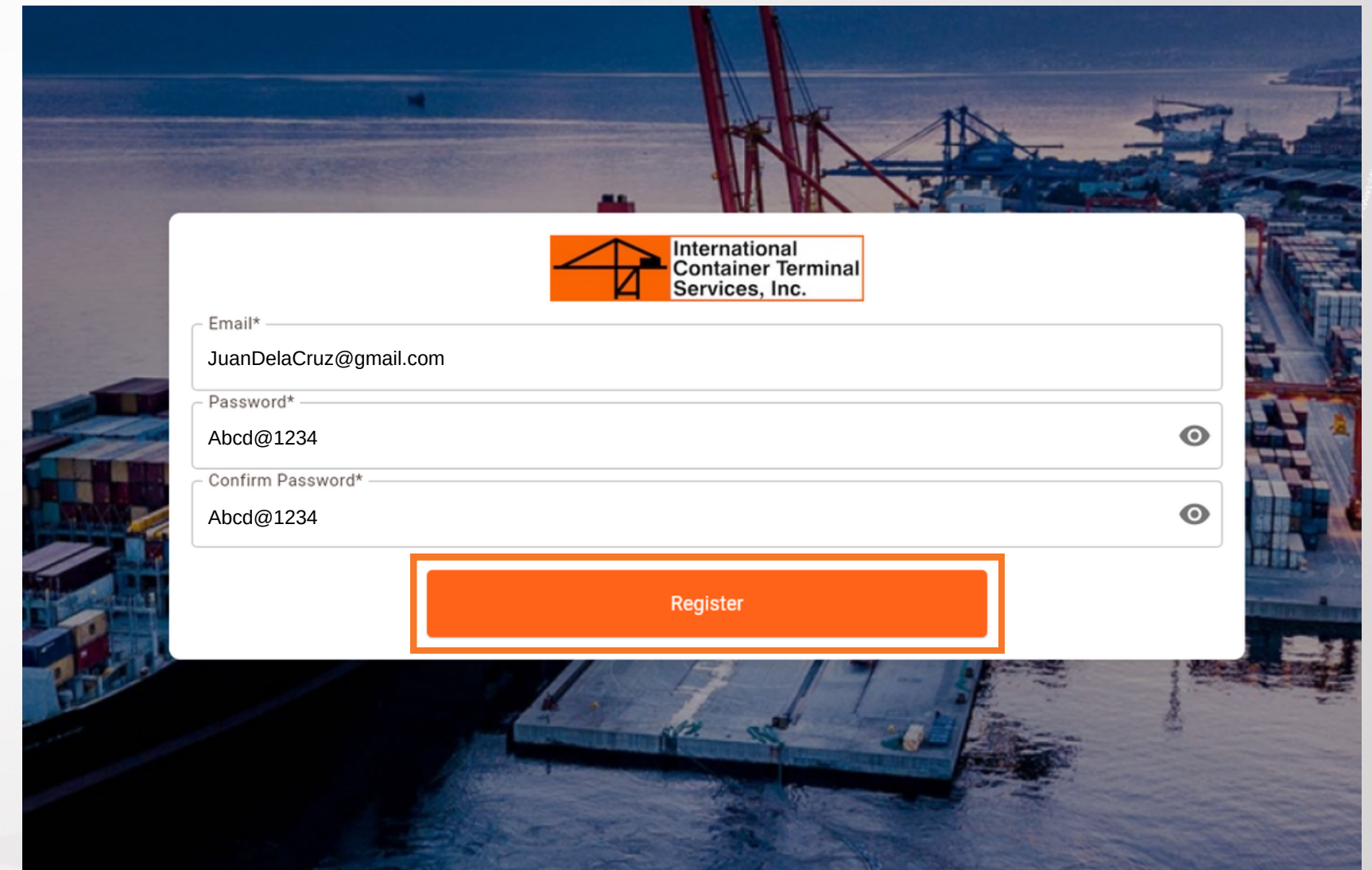
Verify Email

Update Profile

You are now ready to  
use ICTSI Radar!



On your browser, go to <https://radar.ictsi.com> and click **“DON’T HAVE AN ACCOUNT? SIGN UP,”** or you may also sign in using your social accounts listed above.



Input your email address and desired password. Click **REGISTER** to proceed.

# Signing Up for a New Account (For New Users)



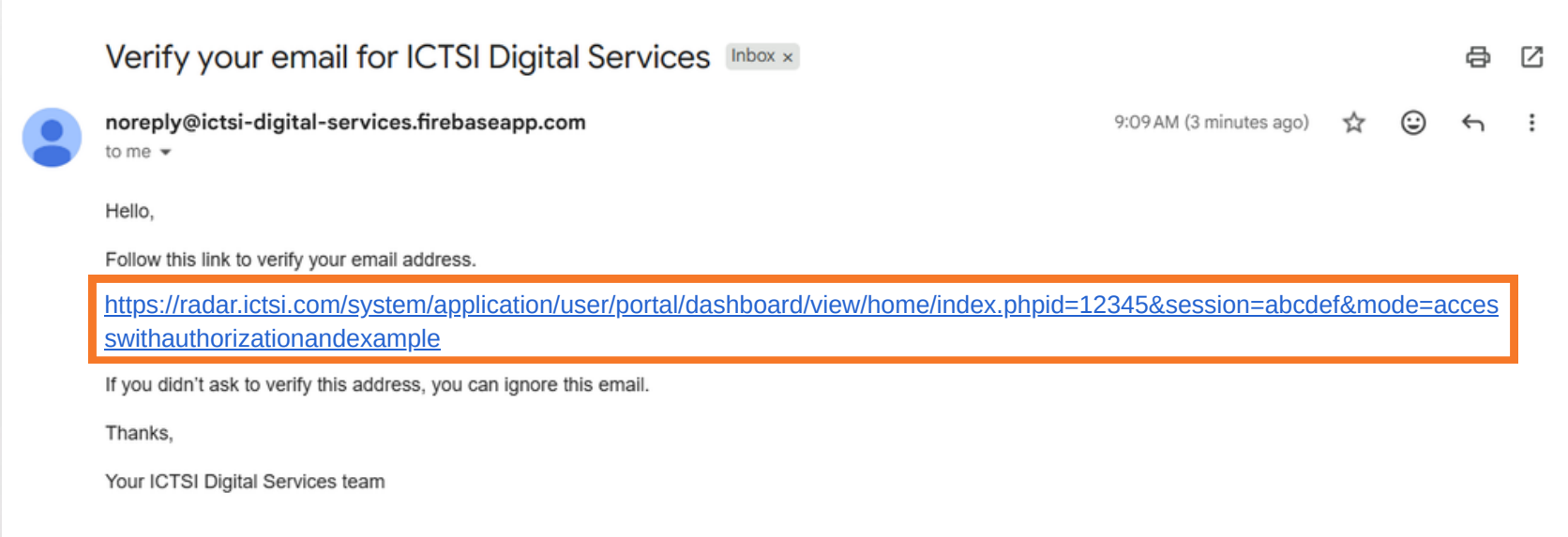
This applies to **new users** who have not registered and have not previously used the ICTSI App.

Sign up

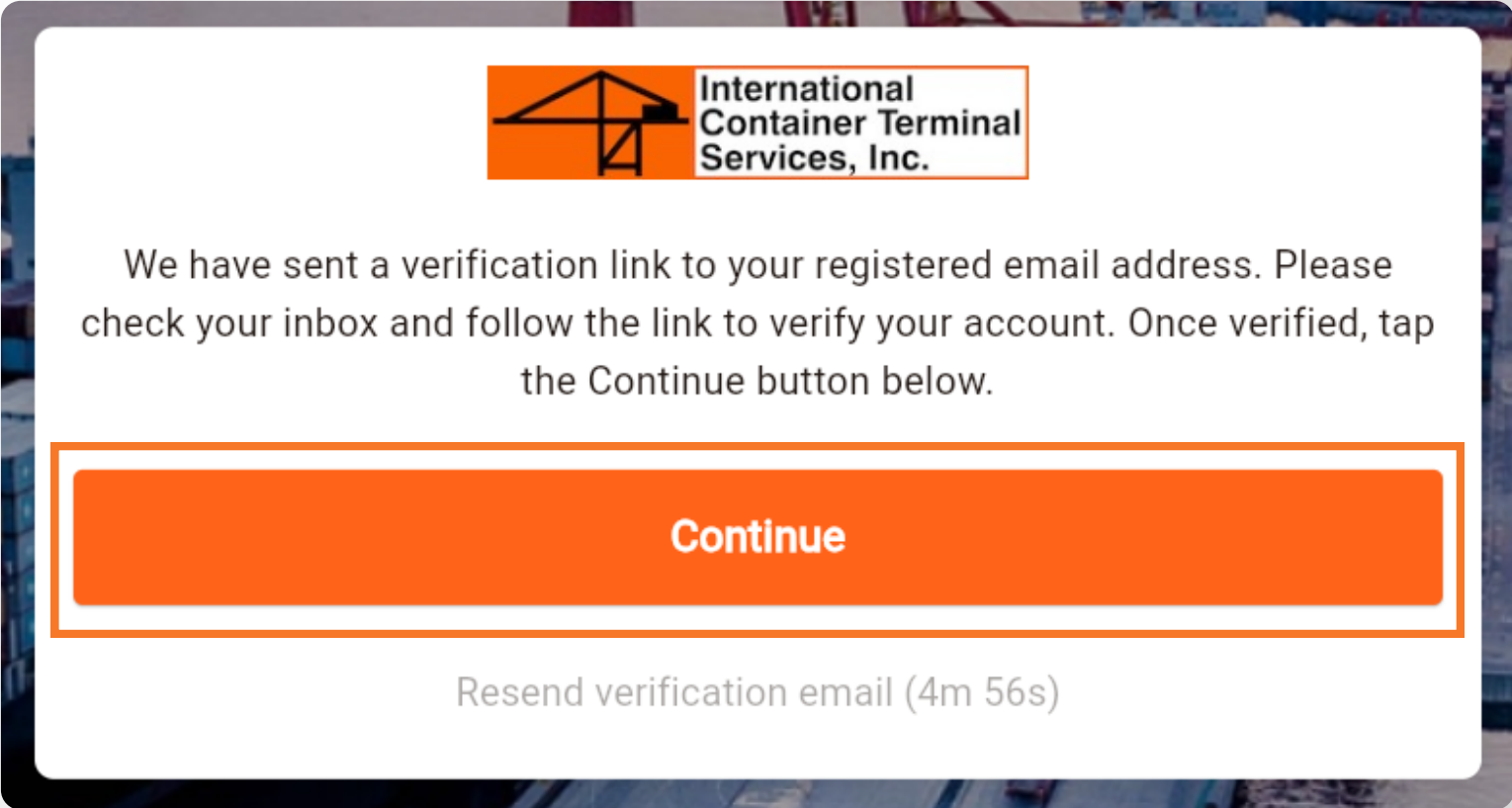
Verify Email

Update Profile

You are now ready to use ICTSI Radar!



You will receive an email from ICTSI Digital Services to verify your email. Click the link in the email to proceed with the verification process.



Click **CONTINUE**, and you will receive an email confirming that your email has been verified. After this, you may proceed to log in to your account.

# Signing Up for a New Account (For New Users)

This applies to **new users** who have not registered and have not previously used the ICTSI App.



Sign up

Verify Email

Update Profile

You are now ready to use ICTSI Radar!

Email\*

JuanDelaCruz@gmail.com

First Name\*

Juan

Last Name\*

DelaCruz

Customer Category\*

Truck Operator

Terminal \*

2 selected

NORTHPORT - Manila North Harbor Port Inc. X

MICT - Manila International Container Terminal X

Time Zone

Asia/Manila

Phone Number

+63

9123456789

 To receive verification emails, announcements, and notifications, please double-check all information you input, especially your mobile number and email address.

After logging in, you will be asked to update your profile. Make sure to also select your Customer Category, Terminal, Time Zone, and enter your Phone Number.

Company Details

Company Name

ABC Trucking

Company Email

cabctrucking@gmail.com

TIN (numbers only)

123-456-789-01234

Company Address

123 EFG Street, Manila

City

Manila City

State/Province

Metro Manila

Country

Philippines

ZIP Code

1234

Save And Update

Enter your correct company information and click **SAVE AND UPDATE** once done.

# Signing Up for a New Account (For New Users)



This applies to **new users** who have not registered and have not previously used the ICTSI App.

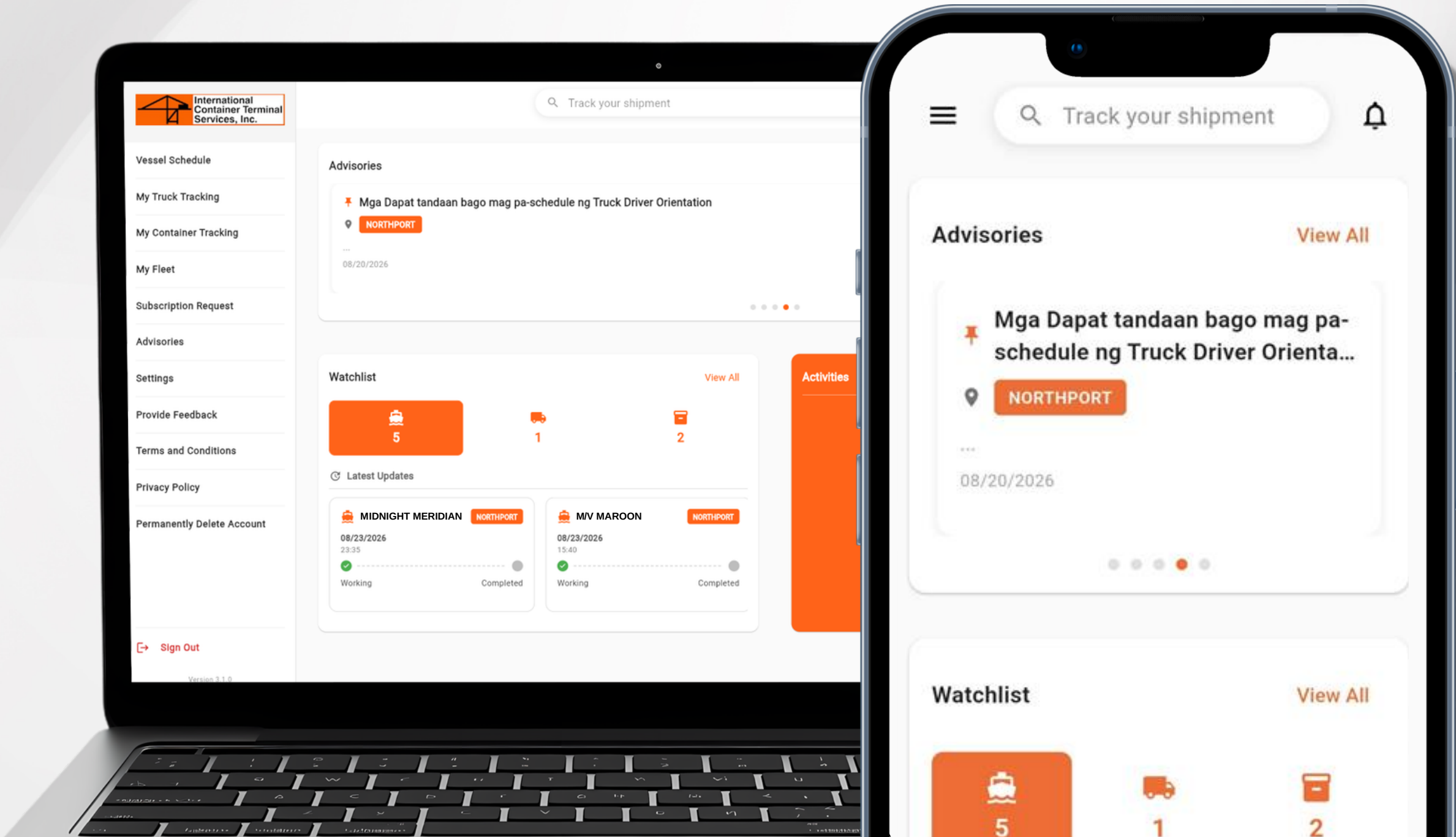
Forget Password

Verify Email

Update Profile

You are now ready to use ICTSI Radar!

## You are now ready to use ICTSI Radar!





# 03

## Tracking your Shipment

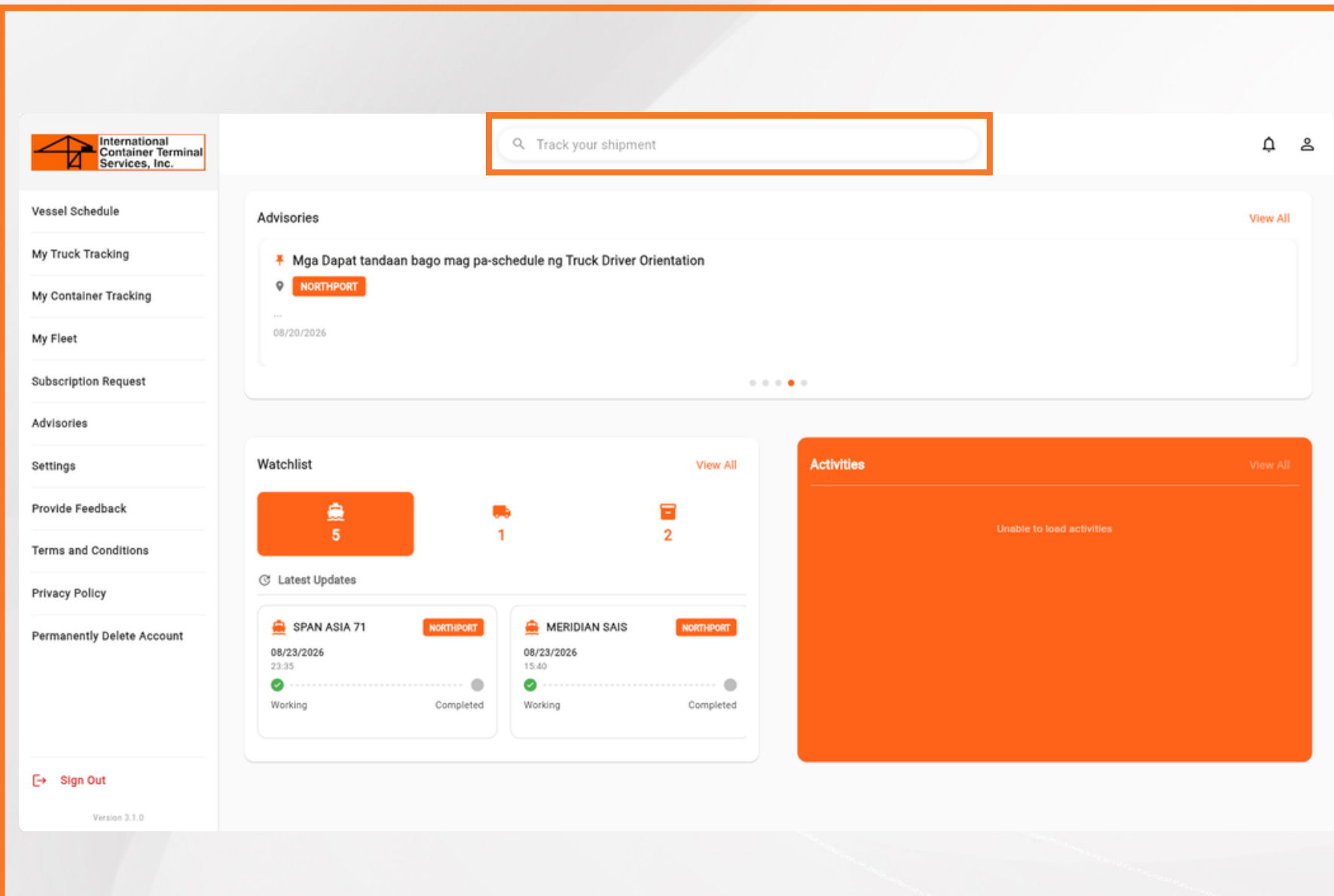
# Tracking your Shipment



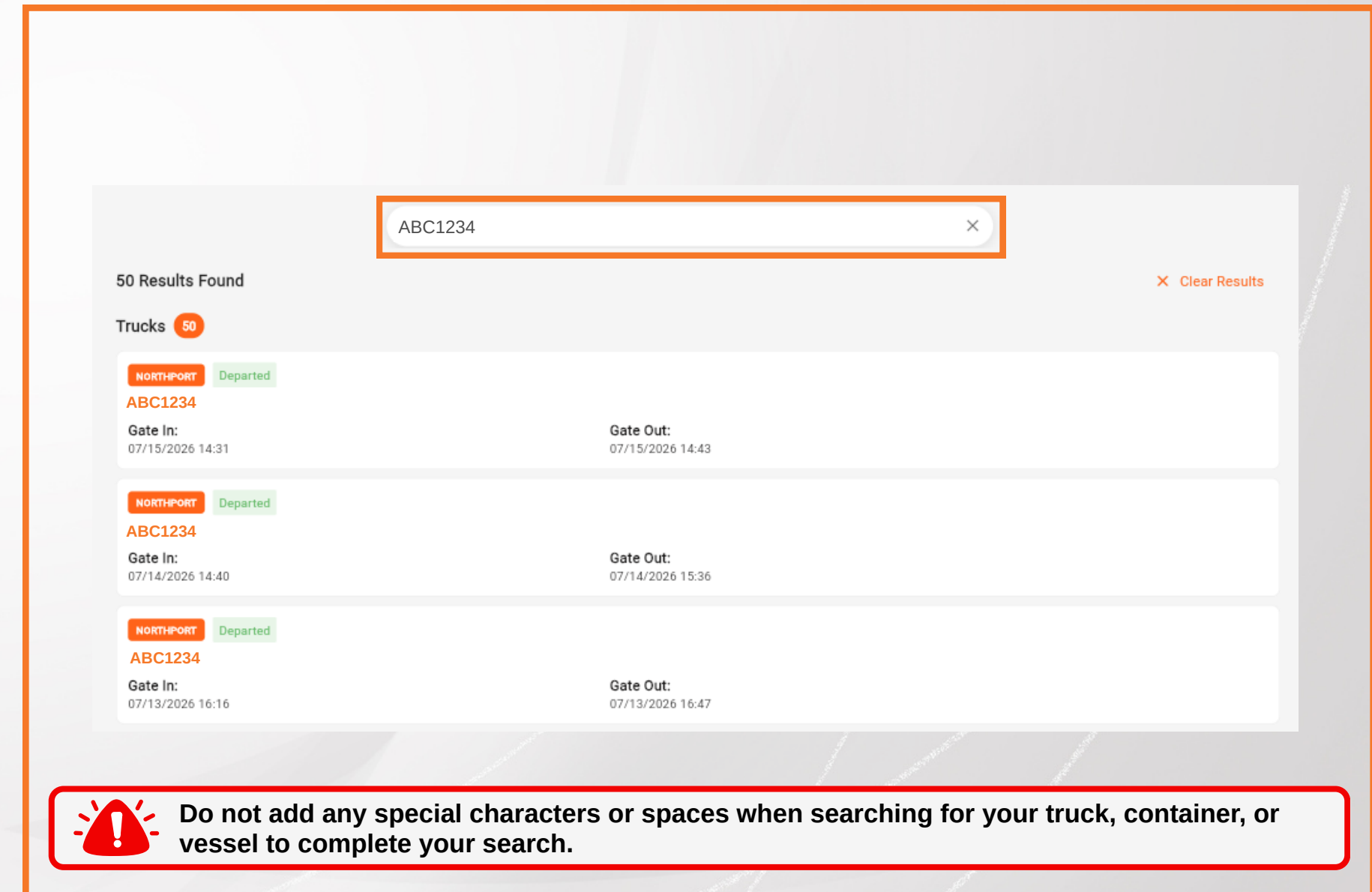
# Truck Tracking

# Container Tracking

## Vessel Schedule



To search for trucks, click the **SEARCH BAR** at the top of the home screen.



Input the correct truck plate number and hit enter. This will display transactions for the truck plate number you entered. Then, click on your desired transaction.

# Tracking your Shipment



## Truck Tracking

Trucking Company  
ABC Trucking

Terminal  
NORTHPORT

Container Number  
EFGH1234567

Appointment Date  
-

Remarks:  
-

Container Number  
DFSS2467811

Appointment Date  
-

Remarks:  
-

ADD TO WATCHLIST

TRUCK HISTORY

ABC1234 - Departed

Truck Gate In

Receive Empty  
(EFGH1234567)  
07/14/2026 15:06

Delivery Import  
(EFGH1234567)  
07/14/2026 15:30

Truck Gate Out  
07/14/2026 15:36

Download EIR

Download EIR

Download EIR

Download EIR

Only accounts with approved Trucker persona subscription will allow users to download their EIR copies once the truck has departed the terminal.

Once you click your desired transaction, all the details, milestones, truck history, and the option to download your EIR copy will be displayed

| ABC1234 - History |                  |                  |                  |
|-------------------|------------------|------------------|------------------|
| Terminal          | Trucking Company | Gate In          | Gate Out         |
| NORTHPORT         | ABC TRUCKING     | 07/15/2026 14:31 | 07/15/2026 14:43 |
| NORTHPORT         | ABC TRUCKING     | 07/14/2026 14:40 | 07/14/2026 15:36 |
| NORTHPORT         | ABC TRUCKING     | 07/13/2026 16:16 | 07/13/2026 16:47 |
| NORTHPORT         | ABC TRUCKING     | 07/12/2026 11:50 | 07/12/2026 13:08 |
| NORTHPORT         | ABC TRUCKING     | 07/11/2026 15:28 | 07/11/2026 17:03 |
| NORTHPORT         | ABC TRUCKING     | 07/11/2026 15:22 | 07/11/2026 15:26 |
| NORTHPORT         | ABC TRUCKING     | 07/11/2026 11:09 | 07/11/2026 11:48 |
| NORTHPORT         | ABC TRUCKING     | 07/10/2026 18:30 | 07/10/2026 18:46 |
| NORTHPORT         | ABC TRUCKING     | 07/10/2026 00:17 | 07/10/2026 00:38 |
| NORTHPORT         | ABC TRUCKING     | 07/09/2026 15:27 | 07/09/2026 15:52 |

TRUCK HISTORY displays all the truck's completed transaction.

# 04

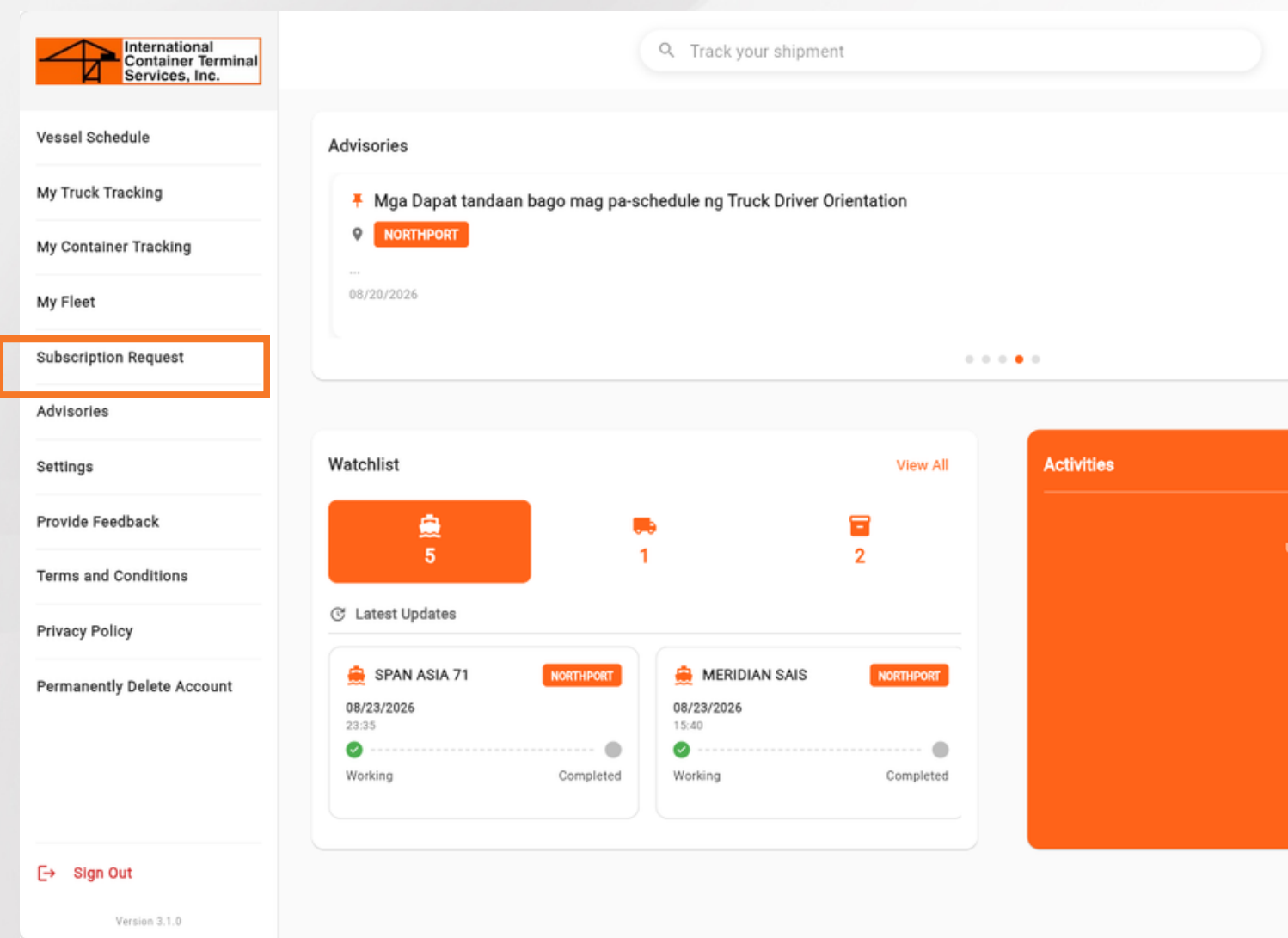
## Subscribing to a Persona

Submit a subscription request to gain access to the **Truck Operator's** special features.

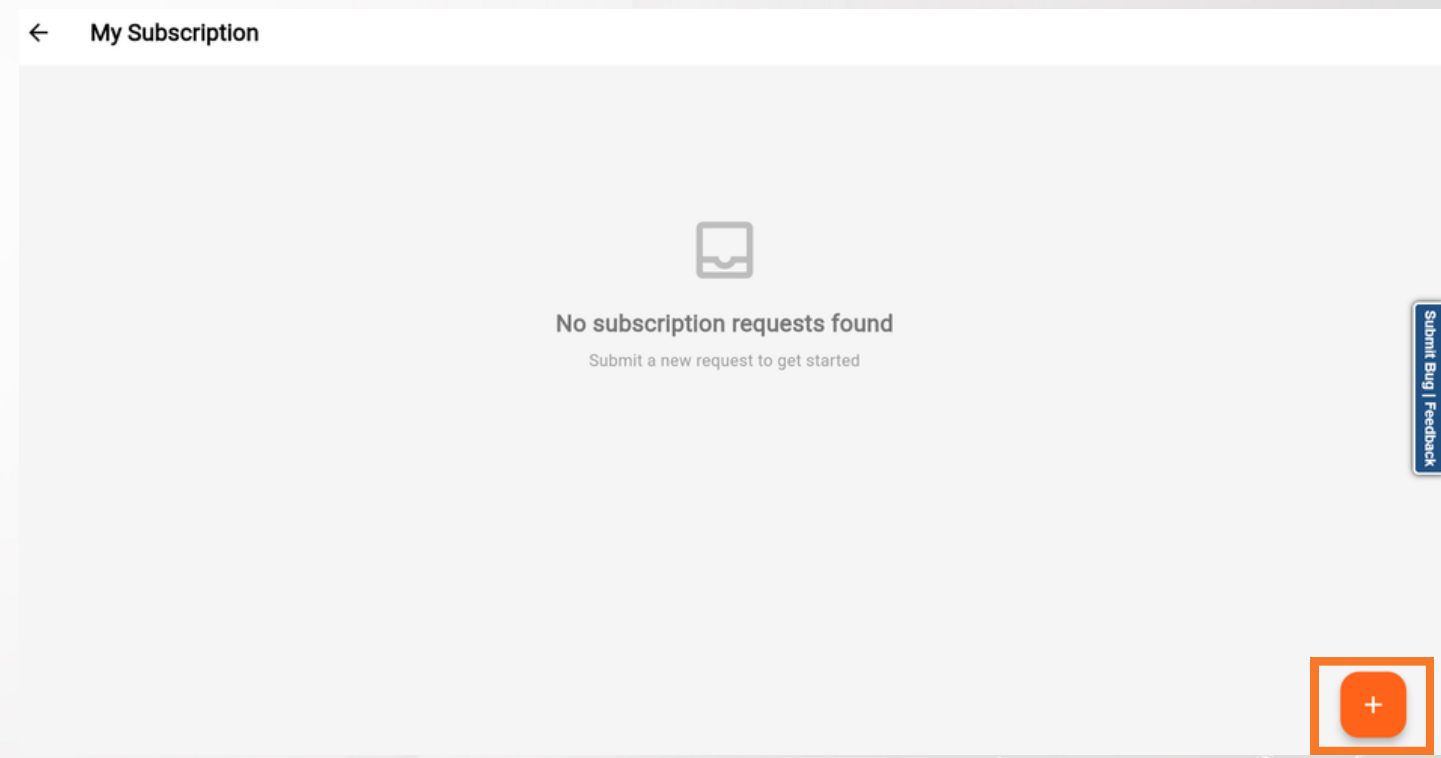
# Persona Subscription Request



## Persona Subscription Request



On the home page, click on **SUBSCRIPTION REQUEST** on the left side of the screen to access the My Subscription page.



- When subscribed as a persona, you can easily view and manage your transactions:**
- **Truckers:** View all truck transactions within your fleet under **My Truck Tracking**, monitor your truck and driver via **My Fleet**, and download your EIR copy.
  - **Shippers:** View all containers associated with your company under **My Container Tracking**.
  - **Shipping Lines:** View all vessels associated with your company under **My Vessel**.

Click the **PLUS BUTTON (+)** icon at the bottom right of the screen to proceed with filling out the details.

# Persona Subscription Request



## Persona Subscription Request

User Type \*

Truck Operator

Terminal \*

NORTHPORT

Copy From

No previous requests found

Select a previous request to copy company details and user information

Company Details

Company Name \*

Email \*

Tax Identification Number (numbers only) \*

Business Address \*

City \*

State/Province \*

Country \*

Country

Zip Code \*

Upload Company Documents \*

+ Add Files

Maximum file size: 100MB • Allowed: PDF, JPG, PNG

At least one document is required

Remarks:

Additional comments or notes

0/255 characters

Submit

**DISCLAIMER:** By continuing with filling up this form and submitting I am consenting to share my personal information solely for the purpose of account creation & verification, and as stated in the ICTSI [Terms of Use](#) and [Privacy Policy](#)

**Reminders:**

- Please make sure the information provided is correct and complete.
  - Incorrect email addresses will prevent you from getting information about your application status.
  - Application with incomplete requirement/s or information will not be processed.
- Documents for uploading should be in PDF, Excel, or any image format (jpeg, jpg, png).
- Size per document should not be more than 100Mb.
- Please make sure to upload the following documents based on your user type together with your registration:

**Reminder:** Kindly ensure that the Company Name exactly matches the registered name in the BIR 2303. Any inconsistencies, including variations in spelling, punctuation, or special characters, will result in rejected applications.

- Truck Operator**
  - BIR 2303
  - Transportation Accreditation, Permits and Pass for Ports (TAPPP) Certificate
  - Registrant's Government Issued ID
  - Company ID
  - Please provide the list of drivers and truck plate numbers under your trucking company using the template available at this link [Trucks and Drivers Template | NorthPort](#).

Choose your user type as **TRUCK OPERATOR** and select terminal as NORTHPORT.

At the bottom of this page, click **Trucks and Drivers Template | NorthPort** to download the template.

# Persona Subscription Request



# Persona Subscription Request


NorthPort\_Trucks\_and\_Drivers\_Template


File Home Insert Share View

Default
70%

|    | A                                                                                                                                   | B                        | C              | D                  | E                | F                  |
|----|-------------------------------------------------------------------------------------------------------------------------------------|--------------------------|----------------|--------------------|------------------|--------------------|
| 1  | <b>REMINDERS:</b>                                                                                                                   |                          |                |                    |                  |                    |
| 2  | 1. <b>Truck Plate</b> – Enter the plate number without spaces or special characters.                                                |                          |                |                    |                  |                    |
| 3  | 2. <b>Driver Name</b> – Enter the driver's full name (e.g., <b>JUAN D. DELA CRUZ</b> ).                                             |                          |                |                    |                  |                    |
| 4  | 3. <b>Driver License</b> – Enter <b>1 letter followed by 10 numbers</b> (e.g., <b>N1234567890</b> ).                                |                          |                |                    |                  |                    |
| 5  | 4. <b>License Expiration</b> – Enter a valid expiration date in <b>MM/DD/YYYY</b> format. <b>Expired licenses are not accepted.</b> |                          |                |                    |                  |                    |
| 6  | 5. <b>Email Address</b> – Enter a valid email address of the driver or the trucking company.                                        |                          |                |                    |                  |                    |
| 7  | 6. <b>NP Badge Number</b> – Leave blank if the driver has no NP Badge.                                                              |                          |                |                    |                  |                    |
| 8  |                                                                                                                                     |                          |                |                    |                  |                    |
| 9  | <div> <div>Trucking Company:</div> <div></div> </div>                                                                               |                          |                |                    |                  |                    |
| 10 | List of Truck Plate                                                                                                                 | List of Drivers name     | Driver License | License Expiration | Email Address    | NorthPort Badge ID |
| 11 | ABC001                                                                                                                              | FIRST NAME MI. LAST NAME | N1234567890    | MM/DD/YYYY         | sample@gmail.com | NP-24-000000       |
| 12 |                                                                                                                                     |                          |                |                    |                  |                    |
| 13 |                                                                                                                                     |                          |                |                    |                  |                    |
| 14 |                                                                                                                                     |                          |                |                    |                  |                    |
| 15 |                                                                                                                                     |                          |                |                    |                  |                    |
| 16 |                                                                                                                                     |                          |                |                    |                  |                    |
| 17 |                                                                                                                                     |                          |                |                    |                  |                    |
| 18 |                                                                                                                                     |                          |                |                    |                  |                    |
| 19 |                                                                                                                                     |                          |                |                    |                  |                    |
| 20 |                                                                                                                                     |                          |                |                    |                  |                    |
| 21 |                                                                                                                                     |                          |                |                    |                  |                    |
| 22 |                                                                                                                                     |                          |                |                    |                  |                    |
| 23 |                                                                                                                                     |                          |                |                    |                  |                    |
| 24 |                                                                                                                                     |                          |                |                    |                  |                    |
| 25 |                                                                                                                                     |                          |                |                    |                  |                    |

< > ≡ trucks and drivers +



## Reminder!

**Trucking Company** – Enter the company name registered in the BIR Form 2303.

**Truck Plate Numbers** – Provide the complete list of truck plate numbers registered under the trucking company.

**Driver Names** – Provide the complete list of drivers employed by the trucking company.

**NorthPort Badge ID** – Provide the NorthPort Badge ID for each driver, leave blank if unavailable.

Once downloaded, click on **Edit a copy** button and fill in all the required fields.

|                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <div>User Type *</div> <div>Truck Operator</div>                                                                                                                                                                                          | <div>State/Province *</div> <div></div>                                                                                                                                                                                                                        |
| <div>Terminal *</div> <div>NORTHPORT</div>                                                                                                                                                                                                | <div>Country *</div> <div>Country</div>                                                                                                                                                                                                                        |
| <div>Copy From</div> <div>No previous requests found</div> <div>Select a previous request to copy company details and user information</div>                                                                                              | <div>Zip Code *</div> <div></div>                                                                                                                                                                                                                              |
| <div>Company Details</div> <div>Company Name *</div> <div></div> <div>Email *</div> <div></div> <div>Tax Identification Number (numbers only) *</div> <div></div> <div>Business Address *</div> <div></div> <div>City *</div> <div></div> | <div>Upload Company Documents *</div> <div>+ Add Files</div> <div>Maximum file size: 100MB • Allowed: PDF, JPG, PNG</div> <div>At least one document is required</div> <div>Remarks:</div> <div>Additional comments or notes</div> <div>0/255 characters</div> |
|                                                                                                                                                                                                                                           | <div>Submit</div>                                                                                                                                                                                                                                              |

# Persona Subscription Request



## Persona Subscription Request

User Type \*

Truck Operator

Terminal \*

NORTHPORT

Copy From

Please use this option to copy company records from existing request

Select a previous request to copy company details and user information

Company Details

Company Name \*

ABC Trucking Company

Email \*

abctrucking@gmail.com

Tax Identification Number (numbers only) \*

123456789000

Business Address \*

Tondo I

City \*

Manila

State/Province \*

Manila

Country \*

Philippines

Zip Code \*

Phone Number

+63

Phone number

Permit Valid Until

Select date

Upload Company Documents \*

+ Add Files

Maximum file size: 100MB • Allowed: PDF, JPG, PNG, XLS, XLSX

Selected Files:

Trucks and Drivers Template.jpg

21.6 KB

×

Company ID.jpg

15.0 KB

×

Government issued ID.jpg

20.2 KB

×

BIR 2303.jpg

4.9 KB

×

TAPPP Certificate.jpg

13.4 KB

×

Submit

Click on **SUBMIT** to send your request for review

ICTSI | Persona Application Requested for Truck Operator at NORTHPORT Approved

Inbox x

ICMS Request Access System <noreply@ictsi.com>

to me

Wed, Nov 19, 11:50 PM (2 days ago)

☆

😊

↩

⋮

Dear Juan,

Congratulations! your request for **Truck Operator at NORTHPORT** is Approved

User Details:

User Email: [juandelacruz@gmail.com](mailto:juandelacruz@gmail.com)

First name: Juan

Last Name: Dela Cruz

Company Details:

Company Name: Company ABCD

Company Email address: [juandelacruz@gmail.com](mailto:juandelacruz@gmail.com)

Company TIN: 1234567890

Business Address: Manila city: Manila, State: Metro Manila, Country: Philippines, ZIP: 1234

Admin Dashboard link: <https://my.ictsi.com/admin/access-request-dashboard>

Thanks

↩ Reply

➡ Forward

😊

Once approved, you will receive an email from noreply@ictsi.com to confirm your subscription.

# 05

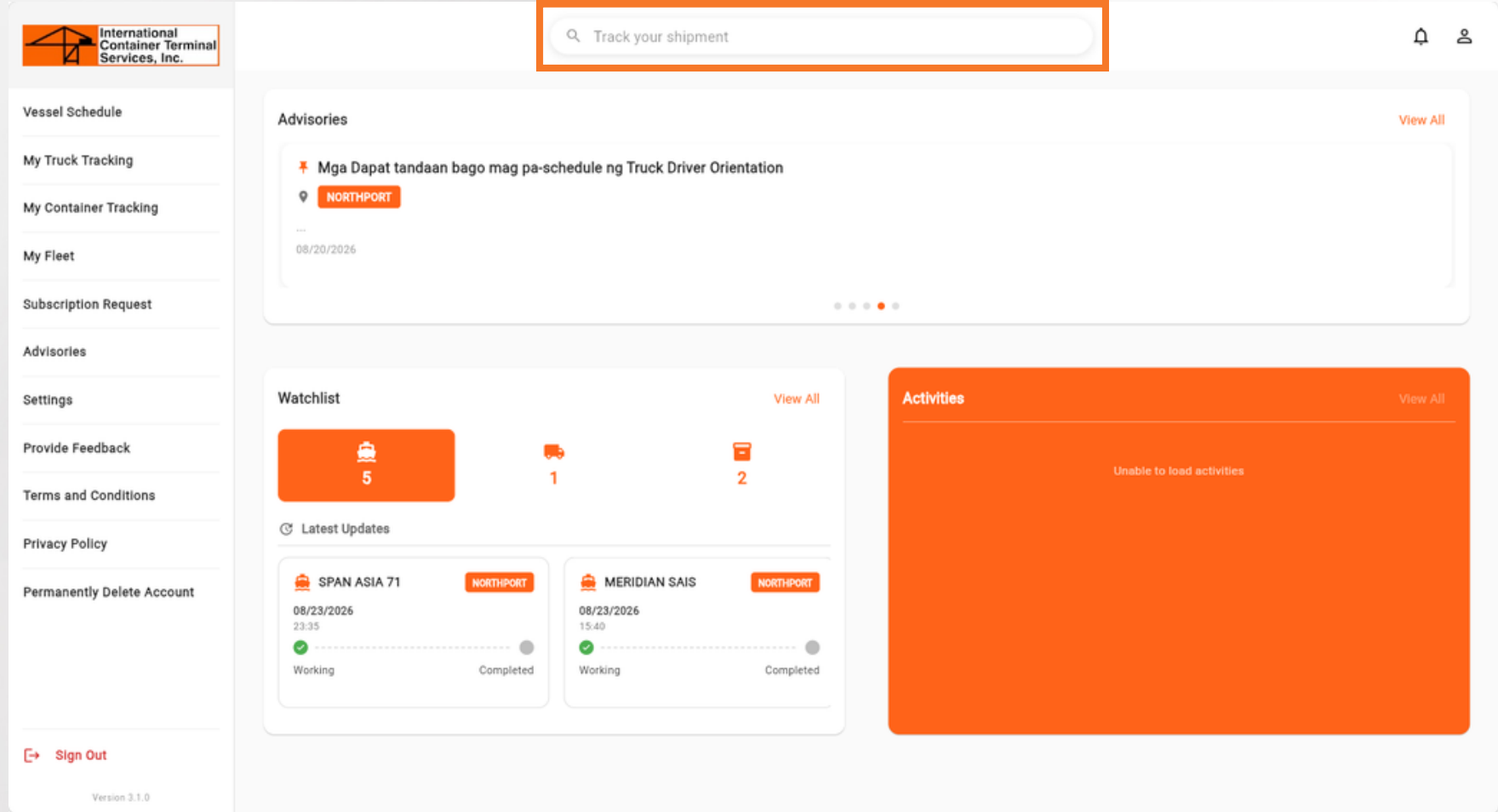
## Downloading your EIR

Only users with an approved **Trucker persona** subscription can download their EIR.

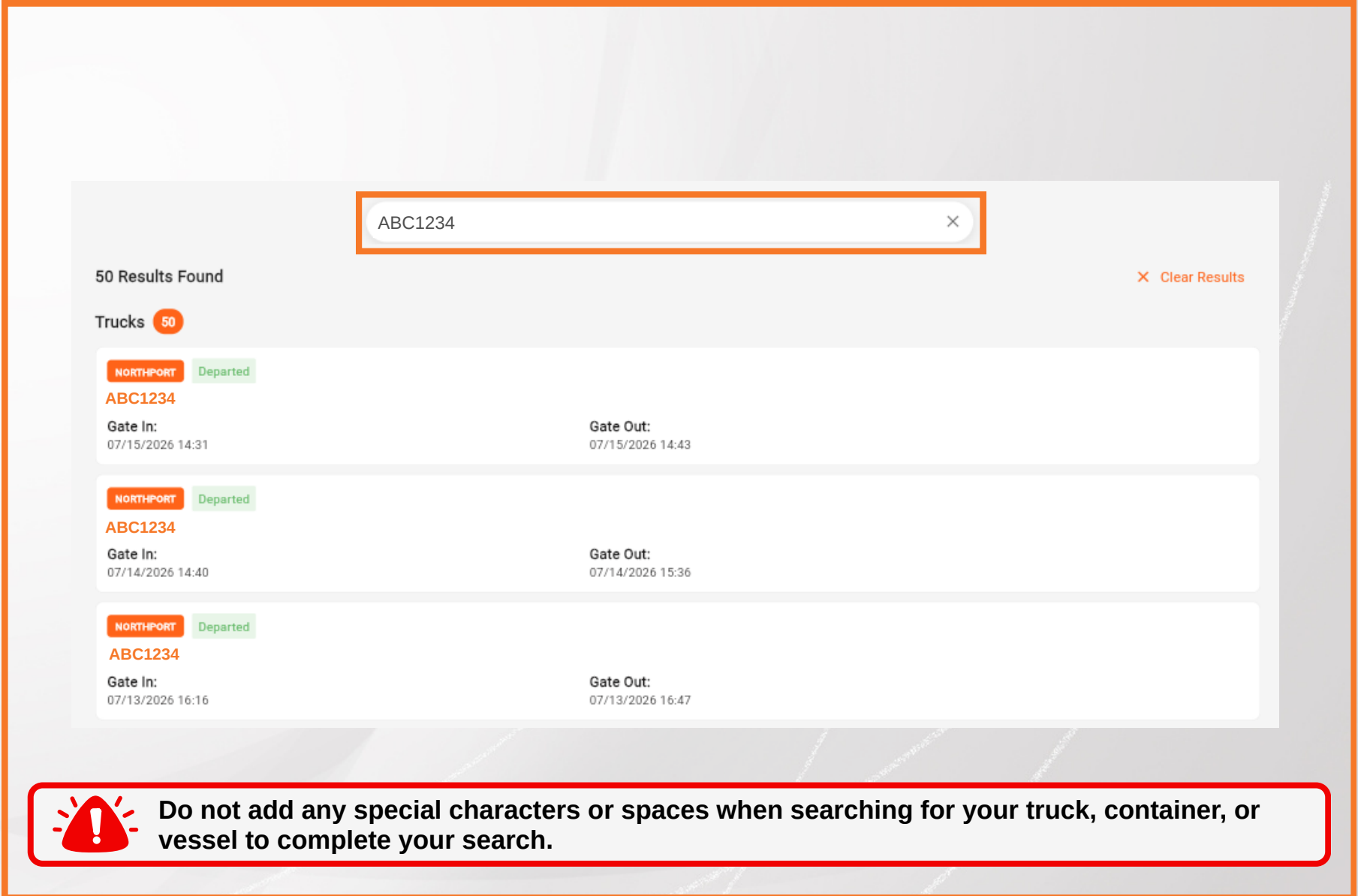
# Downloading your EIR



Download the EIR



To search for trucks, click the **SEARCH BAR** at the top of the home screen.



Input the correct truck plate number and hit enter. This will display transactions for the truck plate number you entered. Then, click on your desired transaction.

# Downloading your EIR



Download the EIR

International Container Terminal Services, Inc.

Vessel Schedule

**My Truck Tracking**

My Container Tracking

My Fleet

Subscription Request

Advisories

Settings

Provide Feedback

Terms and Conditions

Privacy Policy

Permanently Delete Account

Sign Out

Version 3.1.0

Track your shipment

Advisories

Mga Dapat tandaan bago mag pa-schedule ng Truck Driver Orientation

NORTHPORT

08/20/2026

Watchlist

5

Latest Updates

SPAN ASIA 71

08/23/2026 23:35

Working

NO

NORTHPORT Departed

CCI123

ABC LOGISTICS SOLUTIONS

Gate In: 08/24/2026 17:32 Gate Out: 08/24/2026 19:15

NORTHPORT Departed

NHE345

XYZ TRUCKING CO.

Gate In: 09/18/2025 04:52 Gate Out: 09/18/2025 05:40

NORTHPORT Departed

MAV678

XYZ TRUCKING CO.

Gate In: 08/25/2026 02:52 Gate Out: 08/25/2026 03:37

NORTHPORT Departed

CCR1234

ABC LOGISTICS SOLUTIONS

Gate In: 08/24/2026 21:26 Gate Out: 08/24/2026 21:41

Or on the home page, click **MY TRUCK TRACKING**. Select the terminal and click **SUBMIT** to view your trucks. Click the plate number to access the page where you can download your EIR.

ABC1234 - Departed

Trucking Company  
ABC Trucking

Terminal  
NORTHPORT

Container Number  
EFGH1234567

Appointment Date  
-

Remarks  
-

Receive Empty

Download Icon

Container Number  
DFSS2467811

Appointment Date  
-

Remarks  
-

Delivery Import

Download Icon

ADD TO WATCHLIST

TRUCK HISTORY

Truck Gate In  
08/04/2026 18:32

Receive Export  
(TEMU1234567)  
08/04/2026 19:14

Delivery Import  
(FTAU9876543)  
08/04/2026 21:12

Truck Gate Out  
08/04/2026 21:17

Once you click your desired transaction, click the **DOWNLOAD ICON** to download your EIR copy.

Thank you!